



**M. O. P. VAISHNAV COLLEGE FOR WOMEN (AUTONOMOUS)**  
Chennai - 600 034, India.

**4.2.1**  
**Institution Library Automation**  
-  
**Information Resource Centre**

**AUTOLIB (V 7.2)**  
**Integrated Library Management Software**

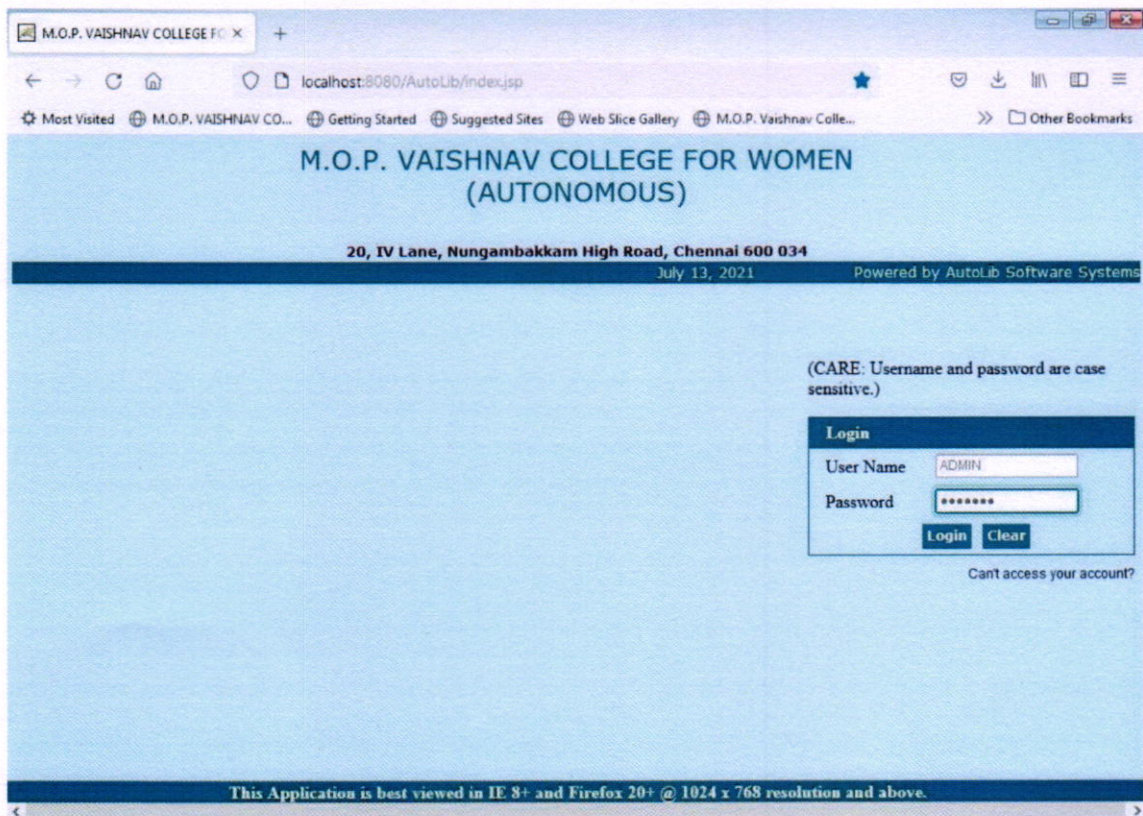


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## About Autolib V 7.2

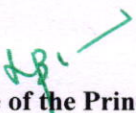
The institutional library uses Autolib, an Integrated Library Management Software that facilitates automation of core library functions. The version being used currently is V-7.2

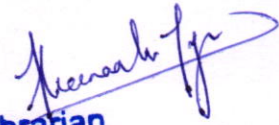
The software employs a minimalist interface designed to streamline workflow.



Library users may login with their individual login credentials from any of the networked computers at the library.

Admin (library staff) may access the entire range of Autolib features in order to organize library work, while other users (students, faculty and other staff) can access the functions that would be most relevant to them, such as search options, library holdings, their individual accounts, etc.

  
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## User - centric Features: Simple Search and Advanced Search

### Simple Search

The screenshot displays the 'Simple Search' page of the library system. The page header includes the college name, date and time (13 Jul 2021, 10:21:07), and navigation links. The search form contains the following fields:

Title	<input type="text"/>		
Sub Title	<input type="text"/>		
Author	<input type="text"/>	Call.No	<input type="text"/>
Publisher	<input type="text"/>	Acc.No	<input type="text"/>
Subject	<input type="text"/>	ISBN	<input type="text"/>
Keyword	<input type="text"/>	Year	<input type="text"/>
Location	<input type="text"/>	Edition	<input type="text"/>
Department	<input type="text"/>	Availability	<input type="text"/>
FrmAccNo	<input type="text"/>	ToAccNo	<input type="text"/>
FromYear	<input type="text"/>	ToYear	<input type="text"/>

Buttons:

The Simple Search feature allows users to search the library catalogue using standard search criteria. The advantage of this feature is the wider scope of results retrieved, which is especially useful when searching for a range of available resources.

Users can search by title, author, subject, ISBN, year of publication, and more.

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## Advanced Search

Select the Field	Operator	Type the String to Search	Logical
Title	Like		AND
Title	Like		AND
Title	Like		

search Clear

This option prioritizes specificity of search results. Users can search with the same criteria as those in the Simple Search option, but with the added feature of refining results using Boolean operators (AND, OR, and NOT), and modifiers that allow one to choose options for the keyword(s) used, such as its position in the search string.

This search option is appropriate in the case of users who have a specific resource in mind, and are keen to narrow search results to an optimum.

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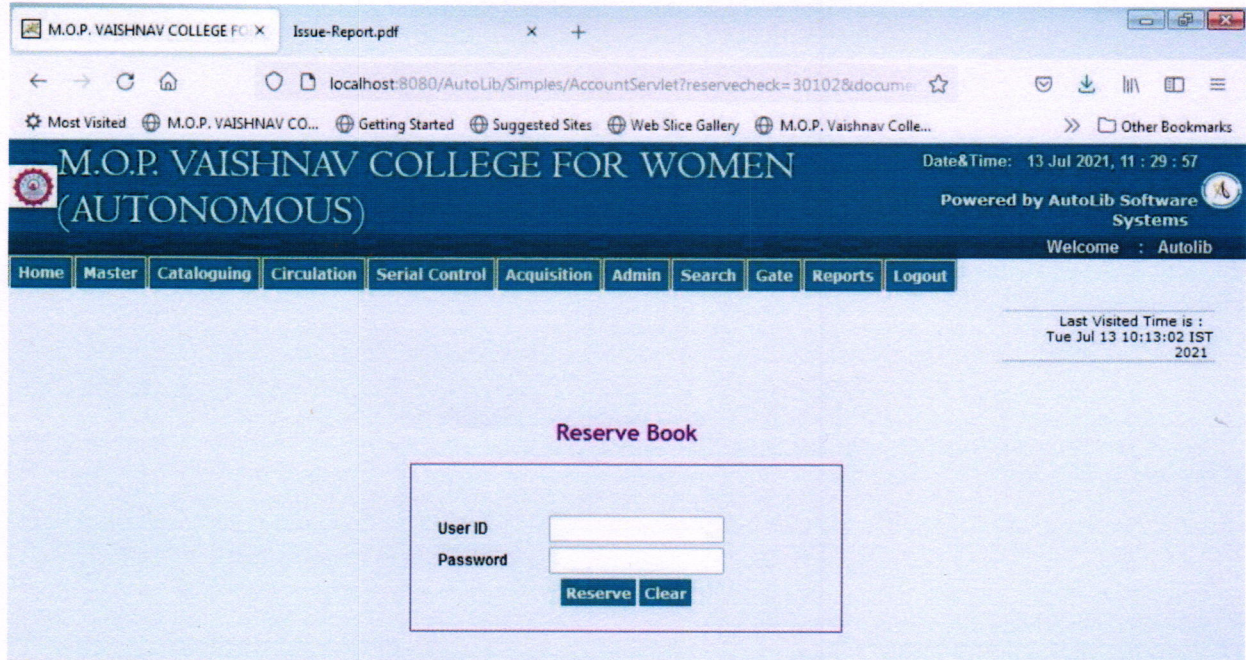
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### User-centric Features: Reserving a Book



If a book that a user is interested in is currently issued to another, the user may reserve the book by using this feature. Once the user ID and password are entered, the book is reserved to the particular user. When the book is available for borrowing, the user is sent an alert about the update.

Library users may also access their individual accounts, to check the books currently borrowed by them. This helps users keep track of their library transactions, and encourages timely return of borrowed material.

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### Core Features

The following Autolib features facilitate bibliographic control and workflows in core library processes.

### Bibliographic Control

#### Books

The screenshot shows the 'Book Master' interface of the Autolib system. At the top, there is a navigation menu with options like Home, Master, Cataloguing, Circulation, Serial Control, Acquisition, Admin, Search, Gate, Reports, and Logout. The main content area is titled 'Book Master' and includes a sub-menu with options like BOOK, BOOK BANK, NON BOOK, REPORT, THESIS, STANDARD, PROCEEDING, and BACK VOLUME. Below this, there are radio buttons for 'Main Entry', 'Additional Information', and 'Keywords/Notes'. A 'New' button is visible. The main form contains several input fields with 'Find' buttons: Access No\* (31908), Call No, Rec. Date (13-07-2021), Title\*, Sub.Title, Author Name, Author Role (AUTHOR), Publisher\* (NIL), Place, Year Pub, Subject\* (NIL), ISBN, Pages, Department\* (NIL), Course (UG), Location, Trans.Dept, and Availability (YES).

Books acquired at the library are catalogued using Autolib's Resource Entry feature, wherein all pertinent bibliographic information are fed into the database.

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## Periodicals

The screenshot shows a web browser window displaying the 'Journal Subscription' form. The browser address bar shows 'localhost:8080/AutoLib/journalSubscription/journalSubscriptionServlet?flag=loc'. The page header includes the college name, date and time (13 Jul 2021, 10:18:44), and the software used (AutoLib Software Systems). The navigation menu includes Home, Master, Cataloguing, Circulation, Serial Control, Acquisition, Admin, Search, Gate, Reports, and Logout. The form itself has the following fields and options:

Subs No.	<input type="text"/>	Find	Starting Acc.No.	<input type="text" value="null"/>				
J / M / O	<input type="text"/>			Find				
Supplier	<input type="text"/>			Find				
Subs From	<input type="text" value="13-07-2021"/>	...	Subs To	<input type="text" value="13-07-2022"/>	...	Availability	<input type="text" value="PENDING"/>	▼
Month	<input type="text"/>	Year	<input type="text"/>	Volume	<input type="text"/>			
IssueNo	<input type="text" value="1"/>	Frequently	<input type="text" value="MONTHLY"/>	▼	No. of issues	<input type="text" value="12"/>		
Cost	<input type="text" value="0"/>	Currency	<input type="text" value="Rupees"/>	▼	BPrice	<input type="text" value="0"/>		
Discount	<input type="text" value="0"/>	NetPrice	<input type="text" value="0"/>	Format	<input type="text" value="PRINT"/>	▼		
Budget Name	<input type="text" value="NIL"/>			Find	Create Issues			

Buttons at the bottom: New, Save, Delete, Search, Clear

Similarly, subscriptions to periodicals (journals, magazines and newsletters) are added using the Journal Subscriptions feature. This allows for selection of different periodicities, depending on the publication of the periodical (yearly, biannual, monthly, weekly, etc.), and automatically generates corresponding records for the subscription period. This in turn allows staff to track and record the issues of the periodical received at the library during the subscription period.

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**User Directory**

The screenshot shows a web browser window displaying the 'Member Master' form in the AutoLib system. The browser address bar shows 'localhost:8080/AutoLib/Member/'. The page header includes the college name, date and time (13 Jul 2021, 10:14:26), and the system name 'AutoLib Software Systems'. A navigation menu at the top includes Home, Master, Cataloguing, Circulation, Serial Control, Acquisition, Admin, Search, Gate, Reports, and Logout. The 'Member Master' form contains the following fields:

User Id*	<input type="text"/>	Find	User Name*	<input type="text"/>	
Designation*	NIL	Find	Department*	NIL	Find
Group*	NIL	Find	Course	NIL-NIL	Find
Birth Date	13-07-2021	...	Sex	MALE	S Lock NO
Year	.....	Deposit 0	Enroll Date	13-07-2021	...
Validity Date*	13-07-2021	...	Address	<input type="text"/>	
Address#	<input type="text"/>		City	<input type="text"/>	Find
State	<input type="text"/>		PinCode	<input type="text"/>	
Email	<input type="text"/>		Phone	<input type="text"/>	
Remarks	<input type="text"/>				
Profile	<input type="text"/>				

At the bottom of the form, there are buttons for Save, Delete, Search, ChangeUserID, and Clear. A 'Required Field \*' indicator is present. A 'PHOTO NOT AVAILABLE' icon is also visible on the right side of the form.

This allows the library administrators to maintain a directory of all library users.

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## Counter Reports

The screenshot shows a web browser window displaying the Counter Reports page of the M.O.P. Vaishnav College for Women (Autonomous) library system. The page features a navigation menu with options like Home, Master, Cataloguing, Circulation, Serial Control, Acquisition, Admin, Search, Gate, Reports, and Logout. The main content area is titled 'COUNTER REPORTS' and includes a form with various filters and search options. The form has radio buttons for 'Issue', 'Current Issue', 'Return', 'Renewal', 'Reserve', 'Res.Reminder', 'Due Reminder', and 'Fine'. Below these are input fields for Member Code, Access No, Date From (13-07-2021), Date To (13-07-2021), Group, and Department, each with a 'Find' button. There are also dropdown menus for 'Order By' and 'Report Type' (set to Listing). At the bottom of the form are buttons for 'Delete Old Transaction', 'Report', and 'Clear'.

The Counter Reports feature allows library staff to track the issue and return status of books, fines due, etc.

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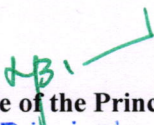


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## User Logs

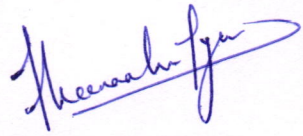
Member Code  From  To   
Group   Department

Library users' IDs are scanned at the entrance and exit of the library. These logs are stored in the Gate Register.

  
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## Library Holdings Statistics

The screenshot shows a web browser window displaying the 'Statistics Report' page of the AutoLib system. The page header includes the college name, date and time (13 Jul 2021, 10:25:00), and the software version (AutoLib Software Systems). A navigation menu contains links for Home, Master, Cataloguing, Circulation, Serial Control, Acquisition, Admin, Search, Gate, Reports, and Logout. The main content area features a 'Statistics Report' section with search filters for Department, Subject, Publisher, and Supplier, each with a 'Find' button. Below these are date range filters (Recd.Date DtFrom and DtTo), and other filters for Acc.No, Doc. Price, Doc. Type, and Type. At the bottom, there are options to export the report as PDF or Excel, and buttons for 'Statistics', 'Details', and 'Clear'.

Statistics and details of library's holdings may be accessed via the Statistics Report feature, with refinements based on several search criteria made possible.

While these are the core features of Autolib used extensively on a regular basis, several advanced features are designed to support other library functions as well. The software features and interface are also customizable as per the institution's needs and preferences.

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