



DIGITIZATION FOR SUSTAINABILITY CASE STUDY OF ST. ANDREW'S COLLEGE

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Abstract:

Digitization is the process in which materials which are in text or any other format (except digital format) converted to the digital format, in computer language it is converted to bits and pixels. It is very important to determine some do's and don'ts while considering digitization in the educational institution. Before starting digitization in the library one has to have answers for the following questions, the selection of library material, like what to digitize? How to digitize? Where to preserve these materials? And How to provide access to digital resources? Along With these questions one has to do an assessment of the user's or requirement of digitized library resources by the end user. The present paper is the experiential reporting of the activities done for digitization of the St. Andrew's College of Arts, Science and Commerce library.

Keywords: *Digitization, Knowledge society, NKC, Preservation, Library resources, COVID-19, Pandemic*

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Introduction:

The process of digitization began immediately after globalization in the early 20th century. Gradually Libraries all over the world started scanning their rare material and preserving it for future references as a stepping stone towards digitization. In India in 2005 National knowledge commission, the advisory body to the prime minister of India was constituted with the objectives of development of a vibrant knowledge base society. Focusing on the key areas such as education, agriculture, science and technology and e-governance. Further, enhancing standards of education by using Information and Communication Technology (ICT) and widely disseminating easily accessible knowledge that is useful to the public (NKC Report 2005).

The major objectives of this commission were.

- To provide easy access to knowledge at all level of education
- Creation and preservation of knowledge systems
- Dissemination of knowledge and better knowledge services

Adhering to these guidelines, in India many educational institutes started digitization of their resources and learning material in order to preserve knowledge and disseminate it in digital format. Considering these guidelines and the need of the hour, St. Andrew's College library (SACL) decided to focus on digitization, so that not a single student at Andrew's was left behind to access educational



resources and should not suffer educational crises. Library is the main learning resource for students and staff of the college. The advantages of integration of ICT with library services was perceived long back by the professionals of library and information science. The benefits of digitization have been prominently experienced in the period of pandemic. Online teaching became the backbone of education and learning institutions. Conversion of traditional library resources and services into online or digital services became a mandatory task. Digitization of resources was the only solution remaining to meet the challenges posed by the educational crisis in the pandemic. For the educational institutions it was the main force to sustain and survive during the pandemic.

Digitization in SACL begins with the following objectives:

- 1) To provide easy and quick access to learning resources to the staff and students of the college.
- 2) To disseminate digital content on the online platform
- 3) To preserve publications done by staff members and students and for future generations.
- 4) To create and contribute to building a knowledge society through library learning resources.

Research methodology: Digitization is the process in which materials which are in text or any other format (except digital format) converted to the digital format, in computer language it is converted to bits and pixels (Jagboro, Omotayo, and Aboyade, 2012). It is very important to determine some do's and don'ts while considering digitization in the educational institution. Before starting digitization in the library one has to have answers for the following questions, the selection of library material, like what to digitize? How to digitize?

Where to preserve these materials? And How to provide access to digital resources? Along with these questions one has to do an assessment of the user's needs or requirement of digitized library resources by the end user. The selection of material includes the careful identification of resources that are copyright free or do not have any legal restrictions. The information and communication platform to store and transmit these materials. Also, there is a need to determine access policy. Whether it would be open to the public or this content would have restricted access to staff and students of SACL. Selection of ICT infrastructure and type of right hardware and software for digitization is very crucial step of digitization. These are some vital issues that need to be discussed thoroughly before starting digitization.

Accordingly, the SACL committee decided following avenues to fulfill the objectives of digitization.

- Digital Library for e-books
- e-journals
- Question paper Repository
- Syllabus
- Institutional repository for
 - Teachers Publications
 - College Publications
 - Students Publications

Resources require for digitization:

- Computer with good configuration
- Scanner with good pixel quality
- Library material
- Trained man power

Results - Different Avenues of Digitization at SACL: Following section reports and explain different avenues that are considered and implemented for digitization. In order to provide



easy and quick access to the end user and preservation of resources following resources taken into consideration.

Digital Library: In 2015 the college library brought SLIM 21 software with a digital library module. This module enhances our capacity to provide e-books to students and staff. Initially it was limited to SAC users, however gradually it was open to all. The link for the digital library is provided on the college website in Webopac. The books that are available free or copyright free are scanned and uploaded in the digital library. The books that are relevant to SAC subject areas are selected and uploaded in the digital library. Users can view as well as download these books.

Learning Management System - MOODLE

College also have infrastructure for learning management systems i.e MOODLE. Library uses the MOODLE server for creating *question paper repository*. All previous years question papers of all the courses scanned and uploaded on the MOODLE server. Access is restricted to SAC staff and students. Every staff and student has a user ID and password for the MOODLE server from which they can access previous years question papers and syllabus copies of all the courses. SAC is offering seven self-finance courses including normal BA and B.Com courses. Self-finance course includes Bachelor of Management Studies, Bachelor of Mass Media, Bachelor of Account and Finance, Bachelor of Banking and Insurance, B.Sc. Hospitality, B.Sc. Information Technology and Master of Commerce in Business Management.

Another facet of digitization is college publication which includes previously published college magazines. SAC was established in 1983 and the first college magazine published by the first batch of

Andreans was in 1985. In the MOODLE server under the knowledge center all old scanned college magazines are uploaded for the future reference of Andreans. Anyone who wants to know about any factual details of the institution or historical facts can refer to this section of the knowledge center. The recent five year copies of college magazines are available on college website.

Institutional Repository: Very significant and valuable aspects of any educational institution are the publications done by students and staff. After realizing the need of preserving this publications library has created an institutional repository using Dspace open source software. This repository consists of college research publications, teacher's publications and student's publications. Access to this repository is provided on the intranet basis and only for academic and research purposes. The teacher's publications in pre- print format or which are available for open access are available in the institutional repository. The Students publication includes articles published by students in the in-house journal of the college.

Digitized Research Ecosystem: SAC publishes three journals, 1) Andrean Research Journal, it is a multidisciplinary research journal 2) *Ruminations: The Andrean Journal of Literature* it is the national journal and 3) *Ethics and Society: An International Journal religions and cultures for peace and Harmony*, this is an international journal. It was one more milestone in the process of digitization when SAC decided to convert these journals into the e-journal. The previous issues of these journals were scanned and uploaded on the website in the research tab. All these journals are available for open access. Any researcher who wants to refer to articles published in these journals is free to download.



Conclusion: SACL started digitization with the objective of providing easy access for library resources to students and staff members. With preservation of resources and contributing to knowledge society by sharing knowledge it has started digitization. However, the project of digitization was proved to be a blessing in disguise in a pandemic. Accessing question paper repository in MOODLE server treated as essential resource for student and staff during pandemic. The online resources and links to different Open educational resources provided on library website shown fruitful outcome during pandemic. The importance and necessity of digitization was intensely realized during the pandemic. SACL students and staff were blessed enough to access resources online for the teaching learning process. However as per UNESCO report the world has witnessed a huge educational crisis during the pandemic due to the absence of ICT infrastructure.

Schools were closed for around a year and half. According to UNESCO's sustainable goal report 2022, *147 million children are estimated to have missed more than half of their in-class instruction over the past two years due to school closures caused by the COVID-19 pandemic. This generation of children could lose a combined total of \$17 trillion in lifetime earnings in present value.* (<https://www.un.org/sustainabledevelopment/education/>)

The pandemic situation left behind almost one third of students around the world without access to learning for more than a year. The COVID-19 education disruption clearly revealed the urgent need of digitization. Therefore there is a rigorous necessity of combining technologies with human resources and learning resources to create and develop an inclusive knowledge society.

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