**Introduction**

**Library :-**

The word library is derived form the Latin word ‘libber’ meaning ‘a book’ with the Changing of age the Concept of the library also change.

People who live in a society should have up to date information about nature society and self. (P.S.G.Kumar 2003) Only libraries are supposed to be collect the information, preserve and process and provide library services to the people. Hence a library is considered as an important social institution without which no social can develop fully as a modern society.

There are various definition which focus on various aspects of library. The oxford English Dictionary defines library as “A building room or a set of rooms or a set of rooms containing s collection of books for the use of it public or books. For the use of it the member or some society or like a public institution or establishment charged with the care of collection of book and duty of rendering book accessible to those who required to use them” (Bedsole D.T.1961).

Dr. Ranganathan gave a detailed comprehensive definition of the library as ‘It is a public institution or establishment charged with the care of the collection of book of the duty of making them accessible of those who require to use of them accessible of those who require to use of them and the task of converting every person in its neighboring in to habitual library goal and reader of them’ (Ranganathan.S.R. 1990)

Harrods librarian glossary defines library as.

1) A collection of book and other literally material kept for reading study and consultation
2) A place building room or rooms set apart for keeping and use of collection of book etc.

3) A collection of films, photographs and other inn book materials. Plastic or metal tapes disk and other programs.

The Human achievement in intellectual and cultural field are recorded in various forms are of the different scripts and language on various forms are of the different scripts and language on various writing material all over the world. These records are well preserved in the libraries which literally mean the storehouse of such reading material they really from the intellectual and cultural heritage of mankind because they transmit to any seeker of the of the information, the enormous treasure of knowledge they possess they are the fountains of knowledge which the readers may use for instruction, inspiration, information or recreation (Breeding, Marshall, 2002).

Today’s picture of library is well developed having collection of documents and modern equipment like computer, microfilm, CD Rom, etc meant for the readers. Today the new concept of the paperless library is emerging.

Libraries are live organization. Their role is to provide information to its users. They collect the books and other information to its users.

They collect the books and other kinds of documents, process them and shelve them a systematic order so that they can be accessed easily by the users.

Libraries are growing organism, the basic constituent of libraries books readers and staff grow from time to time in a library that lives to its objective. As the collection grows, they needs to be organized in a systematic way, as the users grow, library system should help them to help them selves in locating the need documents, and
the staff, as they grow should introduce new and efficient services (Cain, Mark, 2003).

**Industrial Library:** Industrial Library play a key role of as dissemination center of industrial information. A survey of literature revise that industrial information is the one of vital factor for the success of industrial organization. Industrial library has to play its role to identify the storage and transfer the require information.

Major area cover by this survey include origin of industrial library its organizational structure, number of client, various aspect of collection kind, size and arrangement, budget, allocation, library staff and kind of service provide.

**Role of Library :-**

1. To acquire and organize document and more important information they content a structure form so as to regularize its retrieval the library also provide expertise in handling information its storage retrieval and exploitation.

1) Information delight by industrial library into broad subject categories of scientific and technical information business and economical information and finance, personal legal information.

2) To save the time and money by avoiding duplication and to enable to staff to exploide the information provided industrial user: Industrial library serves limited and well defined client and limited to its organization. The client range from employees of single department throughout the organization. Industrial user can group either by the there professional function area or there job level.
1) Employees, scientist engineers and non technical person.
2) Technical qualified person in technical assignment.
3) Technical qualified person in non-technical assignment.
4) Non technical qualified person in technical.

**Collection Development in Industrial library:** Collection is the recorded knowledge in the journals, report, microfilm, cassettes, floppy disk and other from collected for use in a library. All library activities and services are based on these collections.

‘Collection development’ is the term widely used synonymously with term ‘selection’ and acquisition’. It is the planned systematic development of a collection in library. It is process of linking all the decision of the management to the provision of recorded knowledge to the user community on the basis of their needs.

Collection development involves a number of activities by which a library acquires materials of all types needs to the users. It is a dynamic and continuous activity to develop a need up-to-date and balanced collection fit to meet the document and information need of users (Datta N, 1990)

**The process of collection development comprises the:**

1) Collection and analysis of information / document need of users.
2) Scientific selection of materials to meet the library objectives.
3) Planned acquisition of a balanced collection.
4) Regular evaluation of a collection.
5) Proper maintenance of the collection.
An attempt is made to evaluate the selection procedure, acquisition methods, quality and size of collection, its updating, allocation of book funds role librarian in collection development users satisfaction.

**Literature Review**

Webstar New 20\textsuperscript{th} Century Dictionary (1978) defines the various term of Industry. In that define characteristics of industry, Working of Industries and Use of Industry.

(Uddhav R. Jadhav 2010) provides a comprehensive information about resources,, infrastructure, services offered by the information resource centres. The professional looking after the centres are trying to cope up with the before the Library and Information Science Profession. In that included that, History of Special Libraries including industrial libraries in India and Maharashtra ;.

As there are no comprehensive studies reported so far in India on all aspects of industrial libraries, except study made (C. Sasikala 1994) 28 on the field surveys conducted in the state of Andhara Pradesh. Most of the other studies covered are of other countries. They range from surveys of individual libraries and user groups to larger groups of libraries and user group.

Thaulingon N (2000). Industrial library surveys in the Indian context are also covered because they not only contain much valuable information but also due to the fact that they are the available studies reported in the literature.

Very few studies can be termed as comprehensive survey of Industrial libraries in India where the library as well as the opinions of user about its services and sources were covered. But there were several surveys which focused on the
individual libraries or on users in these libraries. Documented research work in the field of industrial libraries can be traced to three studies- ‘Role of Industrial libraries in Maharashtra (Patil, 1972) 29, Industrial Libraries in Gujrat’ (Mehta, 1974)30 and ‘Industrial Library System’ (C. Sasikala,1944) 31 Consequently studies of Patil and Mehta were as dissertations of MLIS programme. But some case studies were prepared by the library and information professionals as well as students.

The number of dissertations /trend report on industrial and business libraries and related areas reported till the end of 1985 was about 30(3%). Doctoral studies reported in related areas of industrial libraries were only two (Kumar, 1987)


In 1958, Sharp (1958) also made a similar survey for the electronic library but from the stand point of the individual library rather than the corporation.
Campbell (1960) carried out a survey of special libraries in the UK to ascertain factual data on the size, scope, level, organization methods and cost of special libraries and information services in industrial and commercial organizations in the United Kingdom.

Kruzas (1965) conducted a study of business and industrial libraries in USA, 1820-1940. The study traced the development of special features of these libraries.

In 1988 a questionnaire survey was conducted to portray the library/information centre function, in all its variations within major U.S. and Canadian Corporate Head-Quarters. The results were compiled by Tobi Brimsek (1989) as company profiles.

In 1944 an account of library services provided the engineering department of Scintilla Magnet Division, Bendix Aviation Corporation was presented by Morgran (1994)

Jahoda, Gerald studied in his ‘Special Library and Information Centre in Industry in the United States, ’ UNESCO Bulletin for Library, Where special libraries and information centers offer the services which were listed by the professional committee of the Special Libraries Association.

Whitehead (1963) gave details of technical library of British Cellphane, relating to design, collection, staff and services. From a survey of 147 industrial libraries and information units, Rowley (1979) also stated that traced out practices associated with 321 local current awareness services.

Jackson (1973) gave a detailed description of demands made on General Motors Corporation which had a group of twenty two company libraries in the United States and means and ways adopted by the system to fulfill them.

A questionnaire survey cum interview on the use of information services and their impact on research and product development in an Indian organization provided means for making the services more responsive to user needs (Haravu and Nagaraja, 1979)

Praplingam (1980) reported the experiences of a librarian from personal interviews with users of information in a large textile company in India to frame user subject profiles.

Jackson and Jackson (1980) given the pattern of budget allocation to support library services in Industrial R & D was studied based on comparative analysis of data available in Fortune and Business Week.

**Objective of the Study**

The objectives of the present study are:

1) To on historical background of institutes and its activities.
2) To study the role of library in various projects and publications.
3) To study the collection and development of the library.
4) To study the library services thoroughly.
5) To study the house keeping activity, like acquisition, classification, cataloguing, issuing etc.

6) To study the organization and maintenance of the special material.

7) To study the collection of non-book material.

**Methodology of the present study**

- **Case Study** – In case study method aims at studying everything about something rather than something rather than something about everything. The purpose of case study is to study deep and detailed of the unit of this project case. Study use in that study of all thing. A case study aims at studying everything about everything as in the case of a statistical method.

a) **Questionnaire**: For this project we use the questionnaire method in this method a questionnaire sent to the person concerned with the request of question written in questionnaire. This method is very useful for the project. We get all information through questionnaire.

   A questionnaire is essentially a skill transaction of objectives into a set of question intended of be answered in written in this questionnaire the question is arranged in this way that we get all information about the project /library.

b) **Interview Method**: For this dissertation we use another method is interview method. We can say that face to face contact. It useful for the collecting the process of communication. For this dissertation we use interview method to ask the question and getting answer through and in this way we get information.
c) **Observation by self**: Observation means viewing and seeing we go on observation something or other while we awake most of such observation for this project we also use observation method in that method we observe the information. Observation may be defined as a systematic viewing of specific phenomenon in its proper setting for the specific purpose of gathering data includes both ‘seeing’ and ‘hearing’.

A) **Operational definition of sample**

**Library**-

In a traditional sense, a **library** is a large collection of books, and can refer to the place in which the collection is housed. Today, the term can refer to any collection, including digital sources, resources, and services. The collections can be of print, audio, and visual materials in numerous formats, including maps, prints, documents, microform (microfilm/microfiche), CDs, cassettes, videotapes, DVDs, video games, e-books, audiobooks and many other electronic resources (C.R.Kothari, 1990).

**Library collection development** -

**Library collection development** is the process of meeting the information needs of the people (a service population) in a timely and economical manner using information resources locally held, as well as from other organizations (Udhav R. Aghav, 2010).

Collections are developed by **librarians** and library staff by buying or otherwise acquiring materials over a period of time, based on assessment of the information needs of the library's users. In addition to ongoing materials **acquisition**, library collection development includes:
• the creation of policies to guide material selection
• replacement of worn or lost materials
• removal (weeding) of materials no longer needed in the collection
• planning for new collections or collection areas
• cooperative decision-making with other libraries or within library consortia

Industry-

A basic category of business activity. The term industry is sometimes used to describe a very precise business activity (e.g. semiconductors) or a more generic business activity (e.g. consumer durables). If a company participates in multiple business activities, it is usually considered to be in the industry in which most of its revenues are derived.

B) Research Design

i) Scope of Study :

1) The Present study include only for industrial library.
2) The study shall through on the present condition of special.
3) The study the present the organizational services and special libraries.

ii) Utility of the study :

The survey analysis would project the strength and weakness of the functioning of industrial library.

iii) Limitation:

The present investigation deal with the comparative study of industrial library. This study is limited to Jain irrigation Library.