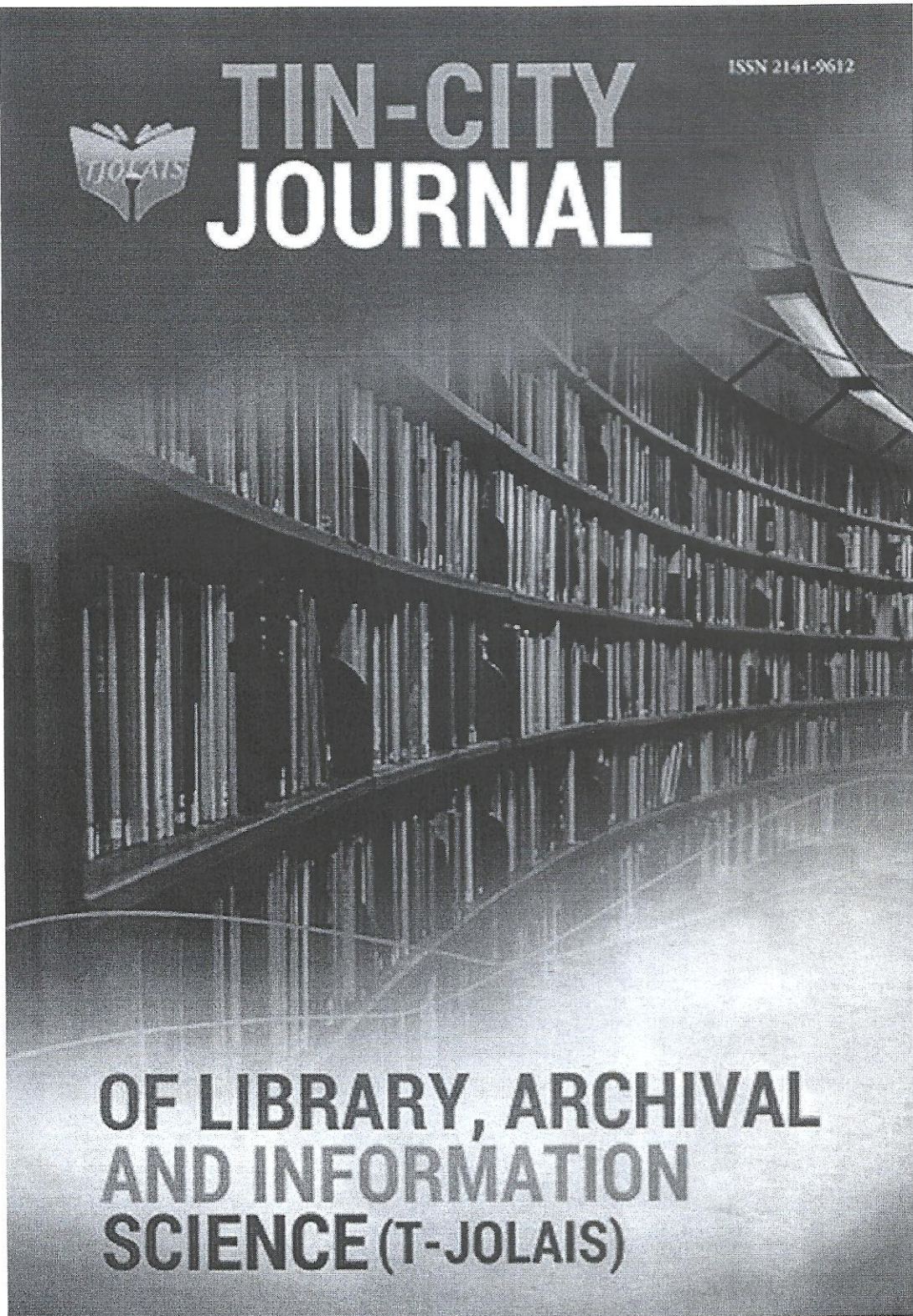




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**OF LIBRARY, ARCHIVAL
AND INFORMATION
SCIENCE (T-JOLAIS)**

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Significance of the Study

The findings of this study revealed the level of awareness, the extent of use of card catalogues, methods students use in searching for information, purposes of use of catalogues and constraints associated with the use of library catalogues in Federal Polytechnic Bauchi. The Polytechnic librarian will find this research results useful in improving the use of the catalogue to achieve its purpose of improving users' access to materials without difficulties.

The library management will work towards creating more awareness and act upon these students' challenges to improve the services to the library users. The researcher proffered suggestions and recommendations on how to easily access the library collections using the catalogue without hitches. Finally, the study serves as an additional useful material to the existing literature in the field of library and information science and library catalogue use in particular.

Research Design

In this research work, the researcher adopted the survey research design method. The reason for the adoption of this research design is that it allows the researchers to cover a wide section of the population at the same time. According to Osuala (2001), survey research design gives a true picture of a situation with a full understanding of the phenomena for making a wide range of policy decisions.

Population and Sample

The target population of the study comprises students of National Diploma Two (ND2) of Federal Polytechnic Bauchi, with a total population of 3125. (*ICT Unit, Federal Polytechnic Bauchi 2021*). There are different types of sample size selection methods. For this study, the Krejcie and Morgan (1970) table for determining sample size from a given population was used to determine the sample size for this study. A sample size of 341 was read from the table.

Sampling Technique

Simple random sampling technique was used to select respondents for the study. The simple random sampling techniques was used because the study population was large and made up of all National Diploma two (ND2) students of Federal Polytechnic Bauchi. Therefore, the researcher proceeded to select the respondents using a simple random technique.

Instrument for Data Collection

The main instrument that was used for this research work is a questionnaire. A questionnaire is a research tool featuring a series of questions used to collect useful information from respondents. It is considered also for this study because; it can be employed to source information directly from the respondents.

Description of the instrument

The questionnaire was divided into two sections, A and B. Section A solicited the demographic characteristics of the respondents, which are Age, Sex, and Marital status. Section B of the questionnaire contains items that addressed the objectives of the study. The questionnaire was also designed to allow the respondents to freely express their opinions by choosing the options for the questions provided.

Procedure for Data Collection

The researcher with three (3) research assistants employed the face-to-face technique in the administration of the questionnaire to the students. The essence was not only to ensure a high response rate but also to establish rapport to explain some difficult aspects of the questionnaire to respondents if the need arises (Best and Khan, 1989).

Method of Data Analysis

The quantitative data collected from this study were analyzed using Statistical Package for Social Sciences (SPSS) data analysis tool. The results were presented using percentages and frequency tables. This was considered appropriate because the results of the study will be easily understood and this will help the

researcher to draw reasonable and adequate study. conclusions based on the objectives of the

Results and interpretations

A total of 341 questionnaires were distributed and 270(86.2%) were returned and found usable for the study.

Table1: Gender distribution of the respondents

Sex	Frequency	Percentage (%)
Male	147	54.4
Female	123	45.6
Total	270	100

Source: Field Survey, 2022.

Table1 revealed that 147 (54.4%) of the respondents were male while 123 (45.6%) were female. It is clear from the analysis that, male respondents participated more in the study. However, this has no negative implication on the outcome of the study.

Table2: Age distribution of respondents

Age	Frequency	Percentage (%)
18-22	166	61.5
23-27	81	30
28-32	13	4.8
33-37	9	3.3
38-above	1	0.4
Total	270	100

Source: Field Survey, 2022.

Table 2 shows the age distribution of respondents. The result revealed that 166 (61.5%) of the respondents were between the ages of 18-22years, 81 (30%) were between the ages of 23-27years old, and 13 (4.8%) of the total respondents were of the ages of 28-32years. 9 (3.3%) were within the ages of 33-37years old, and 1(0.4%) of the total respondents were of the ages of 38year and above. This revealed that majority of the respondents were within the range of 18-22years.

Table 3: Marital status of respondents

Status	Frequency	Percentage (%)
Married	35	13.0
Single	235	87.0
Total	270	100

Source: Field Survey, 2022.

Table 3 revealed that 35 (13%) of the respondents were married, and 235 (87.0%) of the total population of respondents were single. Majority of the students were single.

Table 4(a): Students' awareness of the availability of library catalogues in the library.

S/N	As a student, are you aware of the availability of a library catalogue in the library?	Yes	No
1	Response	225	45
	Percentage	83.3%	16.7%

Source: Field Survey, 2022.

Table 4 (a) above shows that 225(83.3%) of the respondents were aware of the existence of the library catalogue, while 45(16.7%) of the respondents were not aware. This implies that there was a high level of student awareness of the existence of library catalogues.

Table 4(b) If your response to 4a is yes, then answer this question

S/N	How did you become aware of the library catalogue?	Frequency	Percentage (%)
1	Through friends	9	4
2	Through library orientation	35	15.5
3	Through class lecture (GST 101)	168	74.7
4	From a library staff	13	5.8
	Total	225	100

Source: Field Survey, 2022.

Table 4(b) shows various ways through which the students became aware of the existence of library catalogues. 168(74.7%) of the respondents was through class lecture, 35(15.5%) became aware through the library orientation service, 13(5.8%) got informed about the catalogue from a library staff and 9(4%) were told of the library catalogue by their friends. This implies that the majority of students received awareness of the existence of the library catalogue through general studies class lectures.

Table 5: Extent of use of the library catalogue by students

S/N	As a student, how often do you use the library catalogue	Frequency	Percentage (%)
1	Every time I go to the library	4	1.5
2	Monthly	-	-
3	Weekly	3	1.1
4	Sometimes or rare occasions	21	7.8
5	Don't use it at all	242	89.6
	Total	270	100

Source: Field Survey, 2022.

Table 5 revealed the extent of use of the library catalogue by students. The result shows that 4(1.5%), of the total respondents, use the catalogue each time they go to the library. No respondents used the catalogue monthly. 3(1.1%) respondents use the library catalogue weekly, 21(7.8%) of the respondents use the library catalogue only on rare occasions, while 242(89.76%) of the total respondents do not use the library catalogue at all. The result implies that the majority of the students do not use the library catalogue at all. Few were using sometimes or rare occasions.

Table 6: The purposes for which students use the library catalogue

S/N	For what purposes do you use the library catalogue?	Frequency	Percentage (%)
1	To find books for assignments and exams	10	3.7
2	To retrieve materials for research	6	2.2
3	To locate books of interest on the shelves	8	3.0
4	Check the list of materials in the library	4	1.5
5	Don't use it at all	242	89.6
	Total	270	100

Source: Field Survey, 2022.

Table 6 above shows the purposes for which students use the library catalogue. 10(3.7%) of the respondents used the catalogue to find books when they have assignments and examinations, and 6(2.2%) of the respondents used the catalogue to retrieve research materials. 8(3%) of the respondents used the catalogue to locate books on the shelves, 4(1.5%) of the respondents used the catalogue to check-list the library collection, while 242(89.6%) of the respondents did not use the catalogue at all. This implies that most of the students do not utilize the library catalogue for any purpose. Few that were using it, used the catalogue to retrieve materials for assignments, exams and research.

Table 7: Methods employed by students in search for resources in the library

S/N	Methods employed by students in searching for resources in the library?	Frequency	Percentage (%)
1	Use of library catalogue	28	10.4
2	Browsing through the shelves	119	44.1
3	Use of internet search	91	33.7
4	Asking for direction	32	11.8
	Total	270	100

Source: Field Survey, 2022.

Table 7 revealed various methods employed by students in searching for resources in the library. 28(10.4%) of the respondents used the library catalogue, and 119(44.1%) of the respondents browsed through the shelves to locate materials of choice. 91(33.7%) used internet searches, and 32(11.8%) of the respondents asked for directions on how to locate and use library resources. This shows that majority of the students browse through the shelves to get materials followed by the use of the internet for e-resources. Few students made use of the library catalogue and asked for direction to where they could get resources in the library.

Table 8: Constraints associated with the use of library catalogue by students

S/N	Constraints associated with the use of library catalogue	Frequency	Percentage (%)
1	How to use catalogue to locate materials using call numbers	22	8.1
2	Wrong filling of library catalogue cards	4	1.5
3	Lack of knowledge of the catalogue entries	214	79.3
4	Catalogue card does not match books on the shelves	2	0.7
5	Need assistance from the library staff to use it	28	10.4
	Total	270	100

Source: Field Survey, 2022.

Table 8 above revealed some challenges students faced while trying to use the library catalogue. The finding shows that 22(8.1%) of the respondents were faced with the challenge of using the call marks on the catalogue card to locate the resources on the shelves. 4(1.5%) of the respondents complained that wrong filling of library catalogue makes it difficult for them when using the catalogue.

214(79.3%) of the respondents lack the knowledge of the catalogue entries, hence, they are not using the catalogues, 2(0.7%) of the respondents complained that information on the catalogue card does not match books on the shelf, while 28(10.4%) of the respondents complained that they need assistance from the library staff to be able to use the catalogue, they are not using the

catalogue. This implies that, the major challenge why many students were not using the library catalogue is narrowed down to attendance or teaching of the use of library lecture. Majority lack of knowledge of the catalogue entries 214(79.3%), followed by those that need assistance to use the catalogue 28(10.4%). Despite the fact that students were aware of the existence of the catalogue service, they did not make use of it in the library.

Discussions of findings

This study found out that majority of students was aware of existence of Catalogue in the library. The study also found that despite the high awareness of library catalogue, the use of catalogue was low. This is in line with Oghenekaro (2018) research. It was revealed that majority of students were aware of the availability of catalogue in Redeemer's University library, but the use by students was low.

The studies revealed that majority of the students do not use the library catalogue at all. Few were using sometimes or rare occasions. Majority of the students browse through the shelves to get materials followed by the use of internet for e-resources. This corroborates with Posigha (2010) study. It was revealed that majority of the students were aware of the library catalogue and its uses. The study also revealed that many students preferred browsing through the shelves to locate materials. Also, Shola and Ojeniyi (2015) found that majority of users preferred going directly to the shelves to search for materials rather than going through the catalogue cabinet.

The revealed that majority of students lack the knowledge of the catalogue entries, lack user education on the technicalities involved in creating and mostly usability of the catalogue as many students do not know how to use the catalogue. Reitz (2004) asserted that

Information literacy is all the processes engaged in training clients, how to make the noblest use of the library catalogue, resources, services and emphasized that user's education on catalogue entries should be strengthened.

Summary of Findings

1. The results revealed that majority of students were aware of the library catalogue. The study further revealed that students were given awareness of the library catalogue through class lectures. In this regard it could be said that use of the library and its functionalities is a course embedded in the curriculum of the Federal polytechnic Bauchi.
2. The extent students use the library catalogue to locate resources in the library. The results revealed that majority of the students do not use the library catalogue at all. Some used it sometimes or on rare occasions.
3. The few students that were using the , used it to retrieve materials for exams, assignments and researches.
4. Methods employed by students in searching for resources in the library. The study showed that, majority of the students preferred browsing through the shelves to get materials followed by the use of the Internet for searching for materials needed. Few students asked for direction to where they could get resources in the library.
5. Identifying the constraints associated with the use of library catalogue. The finding revealed lack of knowledge of the catalogue entries, followed inability to use the catalogue without assistance and students unable to use the call marks to locate resources on the shelves.

Conclusion

The findings revealed that, majority of the final year Diploma students of Federal Polytechnic Bauchi were aware of the

existence of library catalogue through the GST 101 lecture but awareness did not translate into usage. Many of the students did not have the skills required to use the catalogue appropriately as they could not use the call marks to retrieve materials for the shelves. This reveals that, the practical aspects of use catalogue may not have been taught very adequately. This has resulted in students going directly to the shelves and move ups and downs before locating resources needed while other students browse the Internet for the materials needed.

Suggestions and recommendations

1. The library authority should review the contents of use of library lecture (GST101) to reflect the practical use of library catalogue and its functionalities to enable students know how to use the call marks to retrieve materials from shelves.

2. Students should be given the needed assistance at all times and teaching of use of library in ND1 and ND2 levels, to enable students use the catalogue properly when writing their project works
3. Finally, library should organize seminars and workshops from time to time to educate students on the importance of using the library catalogue.
4. Students should cultivate the culture of using the library catalogue.

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Table for Determining Sample Size for a Given Population

N	S	N	S	N	S	N	S	N	S
10	10	100	80	280	162	800	260	2800	338
15	14	110	86	290	165	850	265	3000	341
20	19	120	92	300	169	900	269	3500	246
25	24	130	97	320	175	950	274	4000	351
30	28	140	103	340	181	1000	278	4500	351
35	32	150	108	360	186	1100	285	5000	357
40	36	160	113	380	191	1200	291	6000	361
45	40	180	118	400	196	1300	297	7000	364
50	44	190	123	420	201	1400	302	8000	367
55	48	200	127	440	205	1500	306	9000	368
60	52	210	132	460	210	1600	310	10000	373
65	56	220	136	480	214	1700	313	15000	375
70	59	230	140	500	217	1800	317	20000	377
75	63	240	144	550	225	1900	320	30000	379
80	66	250	148	600	234	2000	322	40000	380
85	70	260	152	650	242	2200	327	50000	381
90	73	270	155	700	248	2400	331	75000	382
95	76	270	159	750	256	2600	335	100000	384

Note: "N" is population size
 "S" is sample size.

Source: Krejcie & Morgan, 1970

Krejcie, R. V. & Morgan, D. W. (1970). *Determining sample size for research activities*. London: Macmillan Press Limited.

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AWARENESS AND EXTENT OF USE OF LIBRARY CATALOGUE BY DIPLOMA STUDENTS OF FEDERAL POLYTECHNIC, BAUCHI

Danshetu Yohanna Ariya (CLN)

College Library
Plateau State College of Nursing and Midwifery Vom
ariyayohanna@gmail.com
08036109072

&

Obaje Alfred Michael (PhD, CLN)

University Library.
Federal University of Technology, Minna
Obaje012@gmail.com, mike.obaje@futminna.edu.ng
08037034489

Abstract

The study investigated the awareness and extent of the use of library catalogues by diploma students of Federal Polytechnic Bauchi. This is of interest as majority of Polytechnics in Nigeria are not automated and students need to depend mostly on the use of library catalogue to locate and retrieve materials on shelves. The researchers were guided by five objectives and five research questions. The researchers made use of the survey design for the study using the Questionnaire as the instrument for data collection. The total population of National Diploma II students of the Federal Polytechnics, Bauchi used for the study was three thousand, one hundred and twenty-five (3,125) and the sample size was two hundred and seventy (341) using the Krejcie and Morgan (1970) table for determining sample size from a given population. Out of 341 questionnaires distributed, 270(79.2%) were returned and used for the study. The study revealed that students were aware of the existence of the library catalogue. The study further revealed that majority of students go to the shelves directly to check for materials of interest and use of the internet to browse different sites as preferred methods of searching for information. The constraints identified were; lack of knowledge of the catalogue entries, followed inability to use the catalogue without assistance and students unable to use the call marks to locate resources on the shelves. The study recommends amongst others; that the library authority should review the contents of use of library lecture notes to reflect the practical use of library catalogue and its functionalities to enable students know how to use the call marks to retrieve materials from shelves. Students should be given the needed assistance at all times and proper teaching of use of library in ND1 and ND2 levels, to enable students use the catalogue when writing their project works. Finally, the library should organize seminars and workshops from time to time to educate students on the importance of using the library catalogue.

Keywords: Awareness, extent of use, library catalogue, Diploma students, Federal Polytechnic, Bauchi.

Introduction

A library catalogue is a list of books and other graphic materials in a library arranged according to a recognized order and containing specific items of bibliographical

information for the purpose of identification and location of the materials catalogued. Generally, a library catalogue is an interface of an information retrieval system which assists information searchers to access

resources of libraries using several access points. Edoka (2000) affirmed that the catalogue appears to be the most extensive tool used for information search and retrieval, because of its bibliographic details and its reliance on quick access and usage. Also, Chauhan (2004) averred that a Library catalogue is perhaps the most important tool for locating material in the library. Nwokedi and Ogundare (2005) asserted that matter how rich a library collection may be, it is believed that if users of the library are not able to gain access to the library's resources, the resources of the library are considered a waste.

Ifidon, (2004) stated that the objectives behind library catalogue are to enable a user to find a book when one of the authors, title, or subject is known; to show what the library has by a given author, on a given subject, and to assist in the choice of material as to the edition or as to its characteristic. Ebiwolate (2010) maintained that the reasons why undergraduate students prefer using the catalogue is because it provides access to information from multiplicity of choices, and also to motivate them to learn. Aguolu and Aguolu (2002) observed that students use catalogue mostly for educational purposes and have really helped in conducting and disseminating information resources in the library. In essence, students use the catalogue to enable them to conduct research in the library. Akande (2003) confirmed that the catalogue has opened up the numerous possibilities for accessing and retrieving information and information on latest journals, books and other resources which are discovered. Okoroafor (2006) stressed that despite the importance and the benefits which students can derive from catalogue use; its use is still poor in Nigerian institution's libraries.

In spite of the purposes and characteristics of library catalogues, there are empirical evidences to support students' poor use of

library in Nigeria and elsewhere. These were reported in Kakai and Kigongo-Bukenya (2004) and Okoroafor (2006). Also Ishola and Ojeniyi (2015) found out that majority of users preferred going directly to the shelves to search for materials rather than going through the catalogue cabinet. This is common with most users of the library especially students. These inappropriate habits by most users have hence become another inappropriate method for searching resources in the library. Obichere and Amaechi (2008) asserted that awareness and accessibility are propelling factors for the effective utilization of library catalogues. However, Oghenekaro (2018) revealed that majority of students were aware of the availability of catalogue in Redeemer's University library, but the use by students was low. In a similar way, Posigha (2010) revealed that majority of the students were aware of the library catalogue and its uses. The study also revealed that many students preferred browsing through the shelves to locate materials. Also Luqman and Jeremiah (2017) found that student's education is one of the major ways of creating awareness to students about library catalogue and usage. Maidu (2010) revealed that user education would make the catalogue easier to use.

Rapid development in information communication technology (ICT) has shifted the focus from traditional card catalogue to the automated catalogue; this has added versatility to the profession of librarianship especially in Europe and America where the automated catalogue has almost become the norm. However, the cost of automation and inadequate funds in Nigerian tertiary education has made the use of catalogue cards still relevant in Polytechnics and many University libraries in Nigeria. Ogunleye (1997) and Odusaya (2001) in their various publications independently reported the deplorable condition of basic infrastructures that supports the automation of library

services in Nigeria. Hence, the card catalogue remains very important in libraries across developing countries and Nigeria in Particular. Husain and Asari (2006) affirmed that gone are the days of searching through endless drawers of the card catalogue, trying to perform cross-references on a topic through different subject headings typed on index cards. He pointed out that information technology changed the entire environment of the library including resources, techniques, services, etc. Sadly, this is yet to be experienced in our Polytechnics in Nigeria. Hence, this research remains relevant in the Federal Polytechnics, Bauchi. The study examined awareness and extent of use of library catalogues by diploma students of federal polytechnic Bauchi

Statement of the Problem

Academic library in every institution serves staff; students and researchers with diverse information needs, hence collecting a variety of information sources and offering various services for supporting instructional, research and learning activities. As important as a library is to users, if its resources are not properly catalogued and filed, users will have difficulties locating and retrieving them on the shelves. Consequently, the library of Federal Polytechnic Bauchi has created Title as well as a Subject Catalogues to facilitate access to and retrieval of items in the library collections.

Despite the purposes and characteristics of library catalogues, there is empirical evidence to support students' poor use of library catalogues in Nigeria and Africa. These were reported by Kakai, Ikoja-odongo and Kigongo-Bukenya (2004) and Okoroafor (2006). Most of the Polytechnics in Nigeria are not automated. They rely mostly on the use of catalogue cards to locate and retrieve books from shelves. The importance and challenges of Catalogue card use in Polytechnics in Nigeria cannot be overemphasized.

The researcher noted from his preliminary investigation that, students at the Federal Polytechnic Bauchi may not be using the catalogue the way it should be used. Some students go directly to the shelves or use the library catalogue but lack of knowledge on the proper usage of catalogue. The researcher, therefore, saw the need to investigate the level of awareness, the extent of use, purposes of use, methods of searching for information resources and constraints in the use of Catalogue by students at the Federal Polytechnic, Bauchi.

Objectives

The objectives were to:

1. determine Diploma students' awareness of the library catalogue in use.
2. ascertain the extent of use of the catalogue by Diploma students to locate and retrieve books in the library.
3. identify the purposes for which Diploma students use the catalogue.
4. determine the methods employed by Diploma students in searching for resources in the library.
5. identify the constraints associated with the use of the library catalogue by Diploma Students.

Research Questions

The following research questions were formulated to guide the researcher:

1. What is the level of awareness of the library catalogue in use by Diploma students?
2. What is the extent of use of the catalogue by Diploma students to locate and retrieve books in the library?
3. What are the purposes for which Diploma students use the catalogue?
4. What methods do students use in searching for resources in the library?
5. What are the constraints associated with the use of the library catalogue by Diploma Students?