

ANNEXURE – I

QUESTIONNAIRE

Professional skills among the Women Librarians in the academic institutions of Tamilnadu – A Study

1. Personal Information

1.1 Name :------(optional)

1.2 Email address -----

1.3 Name of the institution-----

1.4 Age group:

- 20-30
- 31-40
- 41-50
- 51-60

1.5 Qualifications:

- B.L.I.Sc
- M.L.I.Sc
- M. Phil
- Ph. D
- Other

1.6 Experience (in years):

- 1-5
- 6-10
- 11-15
- 16-20
- 20 & above

1.7 Type of Institution

- Self-finance College
- Government Aided
- Government
- Others

1.8 Location of the Institution

- Urban
- Semi Urban
- Rural

2. Have you ever participated in any professional development training programmes?

- Yes
- No

Please put tick against the appropriate

2. What type of professional development programmes / online courses have you participated in last two years?

S.No	Programme	Time	No. of participations			
			1-5	6-10	11-15	15-20
1	Workshop					
2	Seminar					
3	Conference					
4	Video presentation					
5	Online course					
6	Any other (please specify)					

4. How do you gain knowledge (Tick mark whatever applicable)

On-the-job?

- Trial and error on my own
- Colleagues
- Professional networks / blogs
- Through Published Papers

5. How do you rate the performance of the training? (choose any one)

- Very useful
- Useful
- No opinion
- Not useful
- Not at all useful

6. To what extent, professional development training are important to enhance skills and knowledge? (choose any one)

- Very important
- Important
- Somewhat Important
- Not important

7. How well your knowledge and skills development is being met by attending training? (choose any one)

- Yes
- No

8. Are you satisfied with the training opportunities? (choose any one)

- Yes
- No

9. Are you dissatisfied with the training programs for any of the following reasons?

- Lack of expertise among resource person
- Duration of program is very long
- Wide coverage in short span of time
- Lack of hands an training
- Lack of support from parent organization
- Narrow scope
- Personal reasons

10.1 Please indicate your level of knowledge and skills you possess in following areas: Personal Skills

S.No	Personal skills	Poor	Average	Good	Very Good	Excellent
1	Analytical thinking					
2	Creativeness					
3	Flexibility					
4	Reflectiveness					
5	Adaptability					
6	Pro-activeness					
7	Self -motivation					
8	Marketing skills					
9	Professional interaction					

10.2 Generic Skills

S.No	Generic Skills	Poor	Average	Good	Very Good	Excellent
1	Communication skills					
2	Social responsibility					
3	Decision making					
4	Critical thinking					
5	Team work					
6	Problem solving					
7	Leadership					
8	Building strategic relationship					
9	Research skills					
10	Training skills					
11	Negotiation/Bargaining skills					

10.3 IT Skills

S.No	IT Skills	Poor	Average	Good	Very Good	Excellent
1	MS Office tools					
2	Presentation Skills					
3	Web designing Skills					
4	Institutional Repository					
5	Web 2.0					
6	Computer Security					
7	Information retrieval					
8	DBMS					
9	Open source full text Databases					
10	Open source Softwares					

10.4 Technical Skills

S.No	Technical Skills	Poor	Average	Good	Very Good	Excellent
1	CMS					
2	Data interoperability/ federated search					
3	Digital Library Software e.g.(DSpace & GSDL)					
4	Copyright /Patent					
5	Digital Rights Management					
6	E Books / E-Journals					
7	Acquisition, licensing					
8	RFID/Other technology					

11. Which kind of qualities do you feel that LIS professionals should have?

(Put a tick mark)

- Ready to adopt new technology
- Vision
- Communication
- Flexibility
- Delegation
- Creativity
- Team work
- Updating
- Planning for future
- All the above

ANNEXURE - II

LIST OF PUBLICATIONS

1. **Gandhimathi, S and Radhakrishnan, N. (2017) *ICT Skills among the Research Scholars of Manonmaniam Sundaranar University – A Survey. IOSR Journal of Humanities and Social Science (IOSR-JHSS)*, 22(9), Ver. 15 pp.48-54 ,e-ISSN: 2279-0837, p-ISSN: 2279-0845**
2. **Gandhimathi, S and Radhakrishnan, N. (2018) *Competency of Women LIS Professionals in Selected Institutions of Tamilnadu. KIIT Journal of Library and Information Management*, 5 (1) pp. 32-37,e-ISSN: 2455-8060**