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Contemporary Innovation in Library Science

Guest Editor

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*- Chief & Executive Editor*





## Developing OPAC using WINISIS: A Complete Solution for Acquisition, Circulation and Stock Verification

Dr. Sachin G. Mahajan

Librarian, Arts, Science & Commerce College, Chikhaldara

### Abstract :

UNESCO'S window based CDS/ISIS (WINISIS) is used to develop OPAC. Complete steps for designing and developing of module are discussed with screen shot. Methodology for Data Entry, Searching Technique and Report generation is discussed. The database developed is also used for Acquisition, Circulation and Stock Verification. One can easily develop his module for Acquisition of books and OPAC using WINISIS.

**Keywords:** WINISIS, OPAC, Catalogue, Acquisition, Circulation, Automation, Library Automation, Housekeeping Operations, Stock Verification, Library Statistics

### Introduction :

Libraries are the heart of Education System and Learned Society. At present libraries are facing the problems of funds and manpower and besides have to walk with the present scenario of IT based library services. Because of information explosion, libraries have been growing in size as well as complexity in terms of library management and library services. Accordingly, libraries require a high degree of efficiency, which can be possible by proper Library Automation. Library Automation refers to the use of computers in the routine and important jobs and services of a library, such as budgeting, acquisition, cataloguing, circulation, serial control and computer based information services.

**Winisis:** CDS/ISIS for Windows is an information retrieval package developed by UNESCO (the United Nations Educational, Scientific and Cultural Organization) which runs under Microsoft Windows.

### Features of Winisis:

- It is intended to be used for structured non-numerical databases containing mainly texts.
- It is specialized in handling variable-length information.
- It may manage stand-alone as well as local network database systems.
- Unlike Dbase or MS-Access, CDS/ISIS is not a relational database system, although it provides some relational facilities.
- CDS/ISIS may be expanded by advanced users (programmers) for adding new services and tools.

### Catalogue:

A catalogue is an organized record of the stock of a library. The main objective of a catalogue is to give access to a library collection via number of access points, thus essentially acting as a finding tool.

### Functions of Cataloguing System:

- Importing the details of procured information sources from acquisition system.
- Addition of keywords for each document for retrieval process.
- Design of display formats as per the requirements.
- Printing of catalogue cards and catalogue.
- Printing of current arrivals.



- Printing and sorting according to author, title, subject and accession number.
- Use of guided search or expert search.

**OPAC (Online Public Access Catalogue):**

Online Public Access Catalogue is the computerized or automated cataloguing service. It is helpful to search the documents on author, title, subject, keyword, accession number, year of publication, name of publisher and so on.

The module for OPAC is developed using WINISIS. In the very first step the researcher identified the fields required for OPAC module. In the second step Field Definition Table and Data Entry Worksheet is created. In the third step Print Format and Field Select Table is created to complete the database structure. Sample data is entered in the database to test the correctness, usefulness, report generation and searching techniques.

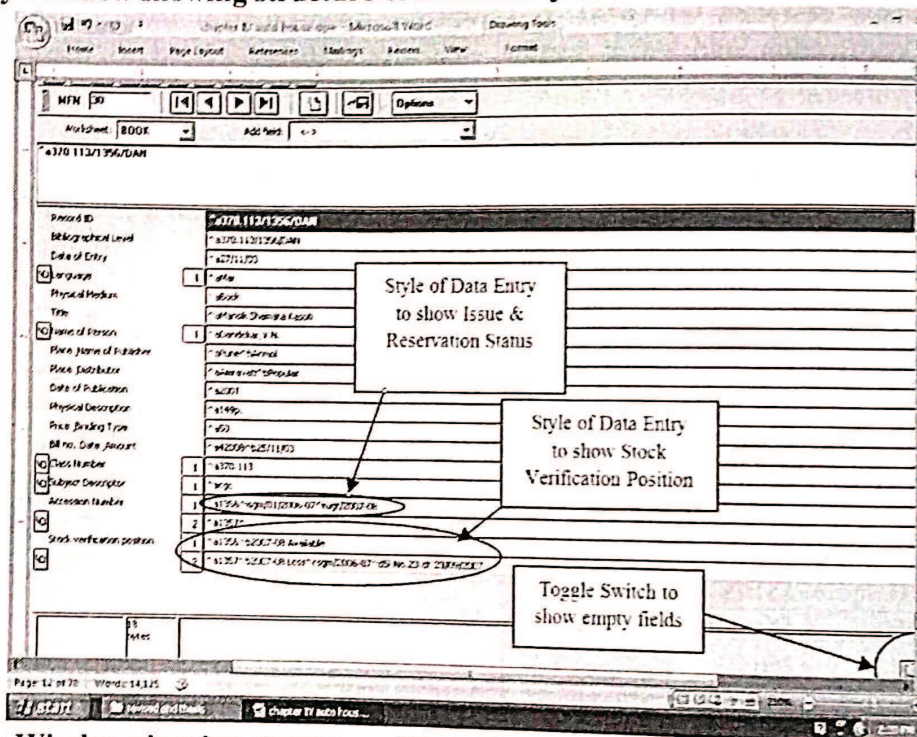
The database designed for OPAC is useful for Acquisition of Books, Circulation of Books, Stock Verification and other various statistical reports related to these in-house operations. Thus, the database created for OPAC is useful or cover the utility of above four in-house operations.

**Field Definition Table for Online Public Access Catalogue (OPAC) Menu.**

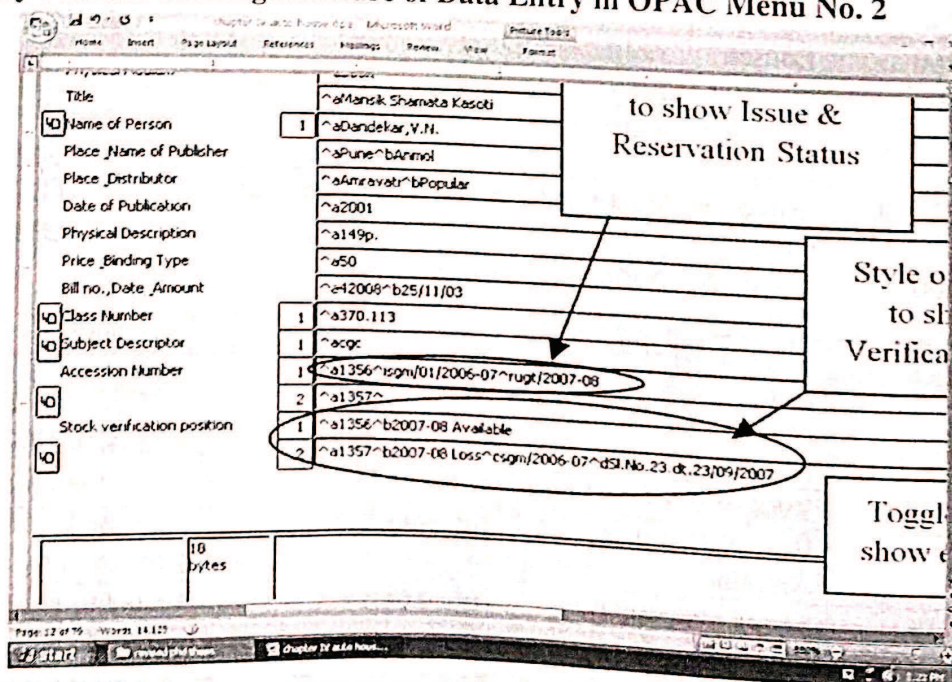
Sr. No.	Tag Number	Field Name	Field Type	Repeatable or Not	Pattern/ Subfields
1	1	Record ID	Alphanumeric	-	a
2	5	Funding Agency	Alphanumeric	-	abc
3	15	Bibliographical level	Alphanumeric	-	a
4	20	Location	Alphanumeric	-	a
5	22	Date of Entry	Alphanumeric	-	abc
6	40	Language	Alphanumeric	R	at
7	50	Physical Medium	Alphanumeric	-	a
8	60	Type of Material	Alphanumeric	-	a
9	100	ISBN	Alphanumeric	-	a
10	120	Document / Report No.	Alphanumeric	-	a
11	200	Title	Alphanumeric	-	abl
12	210	Parallel Title	Alphanumeric	-	al
13	230	Other Title	Alphanumeric	-	a
14	260	Edition	Alphanumeric	-	al
15	300	Name of Person	Alphanumeric	R	ab
16	310	Name of Corporate Body	Alphanumeric	-	ab
17	320	Name of Meeting / Conf.	Alphanumeric	-	ab
18	400	Place & Name of Publisher	Alphanumeric	-	abcd
19	420	Place & Distributor	Alphanumeric	-	abcd
20	440	Date of Publication	Alphanumeric	-	a
21	460	Physical Description	Alphanumeric	-	abc
22	465	Price & Binding Type	Alphanumeric	-	ab
23	466	Bill No. , Date & Amount	Alphanumeric	-	abcde
24	480	Series Statement	Alphanumeric	-	abc

25	490	Part Statement	Alphanumeric	-	ab
26	500	Note	Alphanumeric	-	a
27	510	Bibliographic Note	Alphanumeric	R	a
28	530	Contents Note	Alphanumeric	R	a
29	610	Class Number	Alphanumeric	R	a
30	620	Subject Descriptor	Alphanumeric	R	a
31	900	Accession Number	Alphanumeric	R	abc
32	901	Blank	Alphanumeric	-	
33	902	Stock Verification Position	Alphanumeric	R	Abcd

**Data Entry Window showing structure of Data Entry in OPAC Menu No. 1**



**Data Entry Window showing structure of Data Entry in OPAC Menu No. 2**





The data entry windows show the fields and data entry elements. The toggle switch given at the right bottom of window, allows editing of empty fields from the screen (normally when a record initially displayed, empty fields are kept hidden). However, it allows inputting all the thirty-three fields given in the Field Definition Table.

The second data entry window shows the style of data entry for the Stock Verification Position. The field "902-Stock Verification Position" is kept repeatable to input the status of each copy of book and divided into subfields like "a, b, c and d". Subfield "a" shows the accession number, "b" shows the status of stock verification position, "c" shows the details about loss if any and "d" shows the details about recovery if there is any loss.

The database also shows the Issue, Reservation and Stock Verification position of the books. The database is designed in such a way that, more than one copies of a same book does not requires adding separate bibliographical details each time. In case of more copies, only separate accession numbers for each copy is to enter at the time of data entry. The Stock Verification position for each copy is displayed separately by using "If and Then" logic in the print format; it will provide display as shown in the Database Window 3.

#### Print Format For Online Public Access Catalogue (POAC) Menu.

```

cl6.fs40,'Welcome to Book Acquisition Module / Circulation Module'/#
fs30.link(('Open retbok'),'BROWSE retbok')/
link(('Open isubok'),'BROWSE isubok')/
link(('Open userdb'),'BROWSE userdb')/#
fs30.cl0.[b.'Author      ':'c11v300^a/{b.'Title      ':'c11,v200^a,"",v260^a"
ed.'/[b.'Keywords ':'c11.(v620^al:l)/
[b.'Acc.No  ':'c11(v900^al:l)/[b.'Price  ':'c11,v465^a/#
(if p(v900^a) then {cl4.fs24.i.'/R Status. ':'tab(2523),v900^a.if p(v900^i) then
[cl4.fs24.i.' Issued to.:',v900^i.if p(v900^r) then {cl4.fs24.i.' Reserved
for.:',v900^r/fi/fi/fi)#
(if p(v902^a) then {cl4.fs24.i.'Stock Veri. Po.:'}tab(2523),v902^a.if p(v902^b) then
[cl4.fs24.i.' : ',v902^b.if p(v902^c) then {cl4.fs24.i.' Loss by ':'},v902^c.if p(v902^d)
then {cl4.fs24.i.' Money Recovered ':'},v902^d/fi/fi/fi/fi)#
link(('Back to Acquisition Module'),'BROWSE acqm')/
link(('Back to Circulation Module'),'BROWSE circum')/
link(('Back to SDI Service'),'BROWSE sdi')/
link(('Back to Library Service Module'),'BROWSE libser')/
link(('Back to Main Menu'),'BROWSE main')/##
qc.fs20,'Design & Developed by Sachin G. Mahajan/'
    
```

The print format provides display as shown in database window 3. With the given print format the Database is also provided with other print formats to have outputs in various forms and for other utility and reports.

The "If and Then" logic provided in red color in the print format and the data entry style as shown in the data entry window 1 and 2 helps to display the stock verification position of each and every copy of the document as shown in the database window No. 3

**Database Window No.3: For OPAC Module**

The screenshot shows the OPAC interface with the following details:

- Access Points to Submenu:** Open Home, Open Isbnok, Open Userid.
- Display of Bibliographic Details of Document Recorded:**
  - Author : Dandekar, V.H.
  - Title : Mansik Shemata Kasori
  - Keywords : ege;
  - Acc.No : 1356;1357;
  - Price : 50
- Issue & Reservation Status:**
  - VR Status : 1356 Issued to sgm/01/2006-07 Reserved for ugt/2007-08
  - VR Status : 1357
- Stock Verification Position:**
  - Stock Ver Po : 1356 2007-08 Available
  - Stock Ver Po : 1357 2007-08 Loss Loss by sgm/2006-07 Money Recovered SI.No.23.dt.23/09/2007
- Access to Modules:** Display Stock Verification Position, Back to Acquisition Module, Back to Cataloguing Module, Back to Circulation Module, Back to Main Menu.
- Showing Stock Verification Position:** A callout box pointing to the Stock Verification Position section.

As per the database window 3 the stock verification status of book having accession number "1356" is "available" and issued to the user having ID "sgm/01/2006-07" and kept reserved for the user having ID "ugt/2007-08". Whereas the book having accession number "1357" is lost by the user having ID "sgm/2006-07" and its recovery was done as shown in the next position.

**Database Window No. 4 Use of OPAC (Online Public Access Catalogue).**

The screenshot illustrates the search process in the OPAC system:

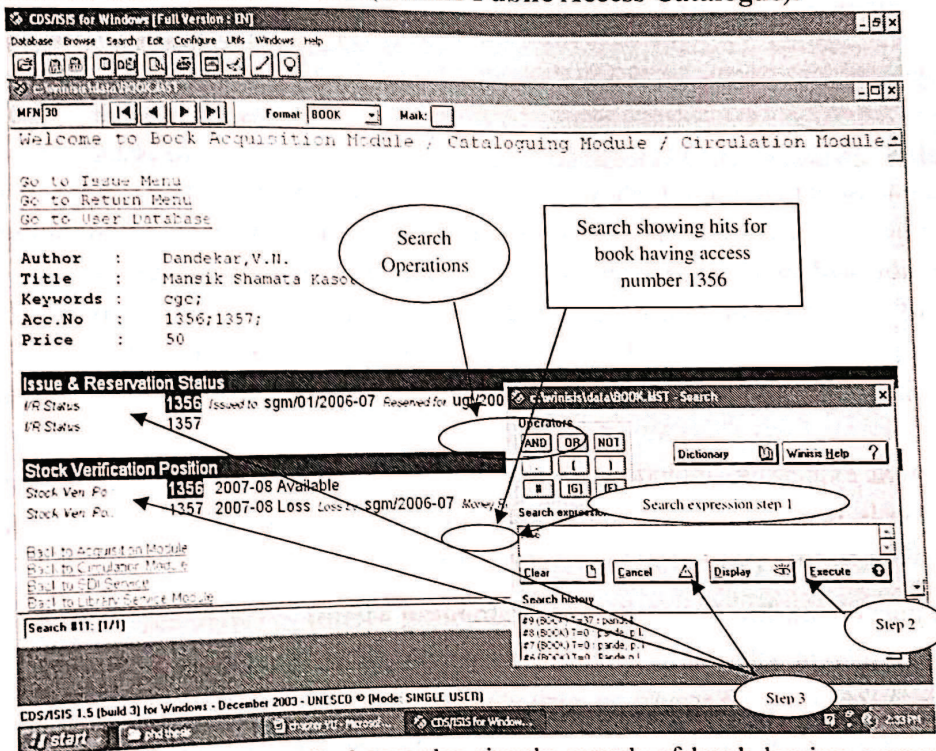
- Search showing 37 hits for the author entitle "pande":** A callout box pointing to the search results.
- Search expression step 1:** A callout box pointing to the search input field containing "pande".
- Step 2:** A callout box pointing to the "Display" button.
- Step 3:** A callout box pointing to the search history window.
- Step 4:** A callout box pointing to the search results list.
- Step 5:** A callout box pointing to a specific entry in the search results list.



The database window 4 of OPAC module shows the expert search carried out for the book of particular author. The search can be carried out with four steps as shown in the database window. The window shows the search carried out for the author entitled "Pande". The first step is to put the search expression using "And, Or, Not and Truncation" operations denoted respectively by "\*", +, ^ and "\$". In this step the researcher has put the query for author using truncation operation for example, "pande\$". The step two is to "execute" the search, step three is to "display" the result, step four is to select the specific item from the searched item and step five is observe the bibliographical details of the specific selected item.

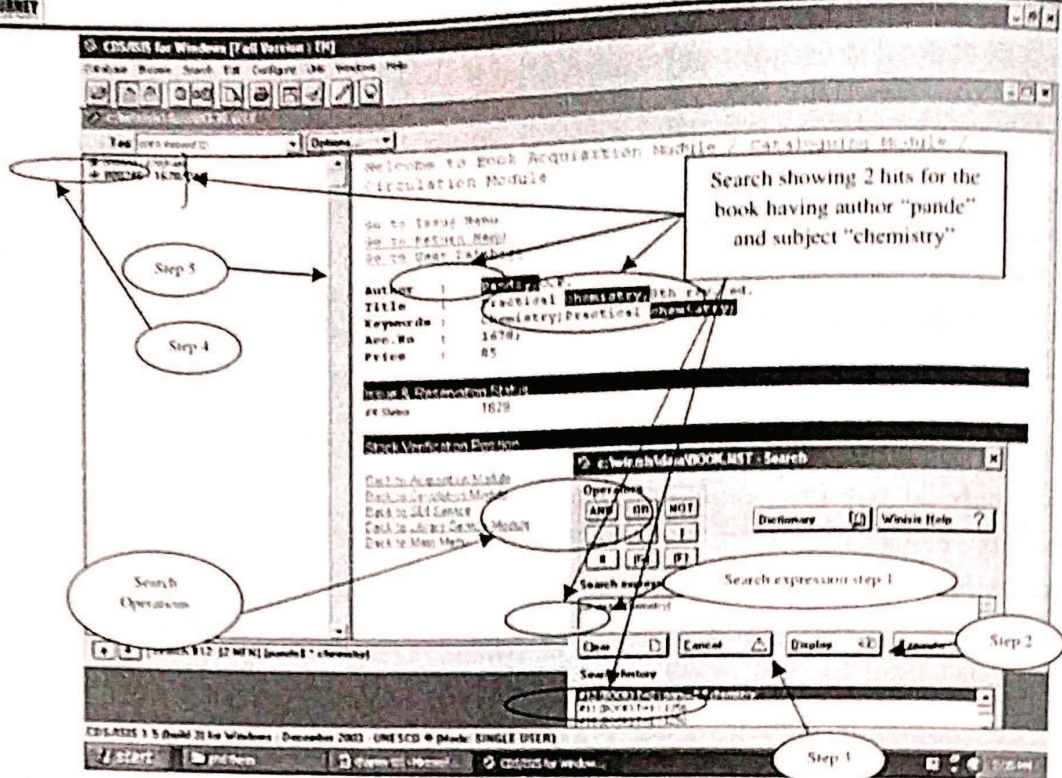
In the above search result shows, the author 'pnde' having thirty seven books to his credit and step four displays the bibliographical details of the particular selected book. The word in the search expression is highlighted in red colour. In this step the searcher can also list down the items in left side as per title, author, publisher, accession number and so on as per the predefined data entry elements.

### Database Window No. 5 Use of OPAC (Online Public Access Catalogue).



The Database Window no.5 shows the simple search of book having accession number "1356". The search is carried out using the four steps as discussed earlier in the database window 4. The search carried out for the book having accession number "1356" shows bibliographical details of one book and produce its issue & stock verification status as shown in the window.

### Database Window No. 6 Use of OPAC (Online Public Access Catalogue).



The database window no. 6 shows the two hits for the book having author "pande" and subject "chemistry". The search expression used for the search includes combination of two search expression and two search operations at a time. The first search expression "pande\$" means book of author having surname "pande", the second search expression "\*chemistry" means book having subject "chemistry" and the combination of the both i.e. "pande\$\*chemistry" means the book must be having author "pande" and subject "chemistry" only.

The search expression includes two search operations, first is "\$" to search the word "pande" and words followed to it. The second was "\*" to express the specificity in search, means book having words "pande and chemistry" only.

#### Utility and Reports from the Acquisition/ Cataloguing Menu:

- It works as a book database providing bibliographical details of books.
- It allows search for each record on each element entered in the data entry worksheet.
- It works as a part of Circulation Module, SDI Service Module, OPAC and Acquisition Menu.
- It avoids duplication of work or repetition in data entry.
- It allows sorting and printing of list of books in various forms.
- It helps to provide statistical information about book collection.
- It provides field specific search, guided search and expert search for the documents or books.
- It provides report about number of books of a particular author.
- It provides report about number of books of a particular subject.
- It provides report about number of books of a particular title.
- It provides report of books in increasing or decreasing order of accession number.
- It provides report of books in increasing or decreasing amount of books.



- It provides report of books in chronological sequence.
- It provides report of books purchased in a year.
- It provides report of books purchased from publisher / vendor.
- It provides report of books available language wise.
- It provides report about stock verification position.
- It provides the status about Issue and Reservation of each copy of book.
- It helps to frame book selection policy.

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1. UNESCO 2004, CDS/ISIS for Windows reference Manual (Version 1.5) : (This manual refers to Winisis 1.5 build 3), Information Society Division Sector of Communication and Information, UNESCO, New Zealand.
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