

Research on Document Delivery Services of University Library

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Abstract. Literature is more and more in libraries of some colleges and universities, which is related to different aspects and different fields. The resources of the library are wider and wider, and the system is more and more perfect because of wide approaches through networks. In the paper, some corresponding countermeasures and measures are proposed for integrating library literature and data from many aspects on the basis of analysis in line with fundamental conditions of the library. Advantages can be created for libraries by literature transmission services through exploration and study.

Introduction

Network becomes a part of life nowadays. Science and technology are also developed faster and faster. Therefore, these resources are utilized for breaking through routine practice. The mode of interlibrary mutual borrowing becomes more perfect and modernized. Therefore, the mode can be associated with modern technology. It keeps up with the pace of the times for adapting to new document delivery services. The so-called document delivery is a produced in the information age. Interlibrary mutual borrowing is adopted at the beginning. Different aspects are analyzed. In fact, document delivery services are much better than the interlibrary mutual borrowing. Nowadays, the transmission of information is more and more strong due to rapid development of science and technology, and the modernization is more and more obvious. In addition, people are more and more dependent on resource sharing, and document delivery services are important business in the library.

Overview of Document Delivery Service

The so-called document delivery service refers that readers are regarded as the center to meet the demand of the readers mainly. Some quick modes are adopted, such as fax, photocopying, mail or E-mail and other new media, in order to give readers good reading data. Original documents copy and original transfer business are provided through the above mode. Document delivery can include return and non-return services. The following categories are mainly included: books, journal articles, newspaper articles and other duplicated works. Wherein, there are several modes capable for providing full text transmission, such as E-mail, regular mail, faxes, etc. These are also available for readers to choose. The literature transfer service objects mainly include readers inside and outside the school. Units of document delivery service and units creating literature relationship should cooperate in delivery of various literature, such as journal articles, conference papers and so on. It is another service mode, which can provide readers with literature unavailable in the library, and the needs of readers can be well satisfied.

Basic Condition of Literature Transfer in University Library

The library business also can be changed as a result with enrollment reader group expansion of the university students. The center and focus also can be moved consequently. Document delivery serves readers, library resource sharing is provided for most readers, and it is expansion of resources. The majority of school masters should be constantly improved and suitably increased with current digital age and rapid development, therefore readers have great expectation on libraries. Readers are more, the library's literature subscriptions is reduced slowly, thereby leading to contradiction. The price of documents and materials rises sharply, schools don't have enough fund. Even if the literature is

subscribed to in a timely manner, such manner can not chase the speed of price rising. Therefore, fund is the primary issue that should be considered by the school. Therefore, literature transfer is particularly important, the literature service work promotes some innovation and the service ideas of university libraries.

Network-centric mode of spreading literature is a current service mode of university libraries. Currently, network is developed, and information resources are more and more. Many readers, including teachers or students, read more and more literature. The service demand is also increasingly enhanced. Therefore, the network information platform should be better utilized in order to better serve them. The document delivery service system is constantly innovated. In addition, advanced software systems and some reliable resource contribution platforms also should be introduced. Therefore, the service level and modes can be improved step by step. In addition, the level and mode also should be innovated, thereby keeping pace with times. Readers can be better served with the majority of readers as the center, and literature also can be updated constantly.

Dissection of Current Phenomenon of University Libraries in the Aspect of Literature Delivery

Deficient understanding on document delivery service. Most contemporary university libraries still pay attention to traditional literature, which is the same as the most people's understanding. People basically can achieve the following purposes of reading anytime and anywhere, or reading any desired contents without limitation with the rapid development of information science and technology. Readers are not worried about incapable searching of resources and incapable purchase of book. The masses greatly reduce the demand on paper books additionally, our library will pay more attention to collection of books. University libraries in different places strengthen construction of traditional literature through investigation of 'average quantity of buying books per student per year' and 'average books per student'. However, they are very deficient in the aspect of traditional literature, and it is imperative to strengthen understanding in the aspect.

Substandard Service Skill of Working Staff. Literature of library covers a wide range. The work is characterized by large workload and more readers. Problems in the aspect of communication is also enlarged. Our working staff should have solid professional skills and excellent communication ability. General steps of document delivery services in university libraries: readers should submit application; working staff should find the required literature in the library database; working staff can find and delivery from other units if the literature is not available. The aspect still should be strengthened according to current situation.

Solution of Charging Problem of Document Delivery Service. We adopt free service in the early days of the publicity. Once readers are increased, it is necessary to take some charging measures. Fees can be rationally charged under the precondition of ensuring economic benefits of literature resources. If the standard is too high, we will lose some readers. Related costs are also increased a lot with the increasing demand for literature resources, which can not be accepted. How to master the degree becomes a key to solve the problem.

Solutions to Problems in Literature Transfer of University Libraries

Improvement of Ideology and Optimization of Service Environment. We should make the following changes in order to make university libraries more open rather than only serving colleges and universities. Environment can be changed after ideological changes. The service environment in the library can be changed only after the thought of leaders is changed. All readers should be treated equally without discrimination on the one hand. Social readers can not be regionalized from students and teachers in the school without discrimination. Working personnel should be professionally trained regularly on the other hand, and hardware facilities of the library should be improved. The service consciousness should be strengthened. The document delivery requests from other library should be actively responded, which should be timely provided as far as possible rather than delay or no reply. The document delivery work can be constantly developed on a sound basis.

Propaganda Strengthening. The propaganda effort of document delivery services is increased. In recent years, the university teachers' access to literature has been increased greatly mainly because teachers in colleges and universities should complete teaching tasks and research innovation in the semester according to the latest knowledge and the latest scientific research achievements in the field. Therefore, colleges and universities should increase the propaganda efforts of document delivery services, thereby providing teachers and students with more comprehensive teaching materials.

Strengthening of Service Skills of Working Staff. It takes good iron to make good products. The public can be better served only by strengthening own business capabilities. Higher requirements should be proposed to our working staff in the aspects of service attitude, professional knowledge, personal quality, business ability, etc. during the process of document delivery service due to wide scope of involved knowledge, larger database of working staff, inconvenient resource searching, etc.

Diversified Document Delivery Service Modes. It is an era of Internet information rapid development currently. We should tightly follow the pace of era development in order to avoid elimination by the era. The document delivery should rely on the retrieval tools such as large-scale, standardized and authoritative union catalogue, etc. Therefore, the document delivery service mode should be diversified for developing document delivery service faster. CALIS document delivery information network can keep pace with the development of the era and becomes a leader in the field. Currently, many university libraries with document delivery services want to become members of CALIS.

Unification of Data Retrieval Platform. University libraries purchase more database with large expense, and provide readers with vast amounts of electronic resources in order to make readers experience faster, more comprehensive, the latest and the most convenient one-stop document delivery information. In addition, the universities rearrange and sort resources of libraries. Information bibliography in the library is standardized and modularized for management.

Conclusion

Document delivery services stand out from various business of the university library by high efficiency, convenience, high practicality, quick acquisition of required resources and other advantages. They can quickly become main business of university libraries. Many readers have been attracted by efficient and timely resource sharing. Therefore, universities and colleges should continuously carry out document delivery services. The university library should focus on the development trend, make corresponding countermeasures, and better develop the document delivery service.

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