

Analysis on the Methods of Library's Library Information Resources Management

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Abstract: China's economic level is developing more and more rapidly. People begin to transform from the material world to the spiritual world and enrich their lives. Therefore, more and more people begin to enter the library and begin to pay attention to the importance of knowledge. Faced with the increasing number and frequency of book borrowing, libraries should attach importance to the management of library information resources. The development of information technology is becoming more and more mature, which provides a technical means for the realization of library information management. Therefore, improving library management means is conducive to the overall construction and development of libraries. Starting from the overview of library information resources management, this paper analyses the importance of library information resources management and the current situation of library information resources management, and explores the strategies of optimizing management means according to the above contents.

1. Introduction

As we all know, libraries are places where readers learn knowledge through books. Library is of great significance to the construction of spiritual civilization society in China. The audiences of libraries are all kinds of social groups, so they need to meet the needs of different groups for the types of books. At this time, librarians need to organize and summarize library resources effectively, and they need to focus on the management of Library information. At the initial stage, libraries mainly use paper books as reading materials, record book information through words, and then integrate information technology into the library. By combining books with information technology, librarians can manage books more conveniently, and readers can find books they need more quickly. Therefore, libraries should strengthen their own methods of library resource management to bring better service to readers[1].

2. Overview of Library Information Resources Management

The main content of library information resources management is that managers classify, numbering, collating all books, and finally save them, establish library library library library library database. Readers can search books that meet their own requirements according to keywords, and quickly find the books they want. Library managers need to combine existing resources effectively according to scientific and reasonable management methods to meet the needs of readers. At present, science and technology have become an important means of Library management. The traditional way of library resource management is reformed to give full play to the value of books. At the same time, effective library resource management helps readers to accept information faster. Reading mode.

3. The Necessity of Promoting Library Information Resources Management Method

At present, our country is in an information society, and information technology occupies an

important position in social development. From the perspective of information technology, the library's management of library information resources should tend to information management, which not only conforms to the characteristics of the times, but also brings greater convenience to readers.

3.1 It is an inevitable trend of social development to promote library information resources management methods.

At present, China is in the stage of rapid development of information technology, and there is also an information management mode in library management methods. At present, most libraries in our country have applied information technology to their own network development. The traditional method of obtaining information by paper books has been unable to meet the current social needs. Advanced science and technology have spread to various fields, so it is an inevitable trend to improve library information resources management methods. An important part of social information is the library, which has a great impact on today's readers. Therefore, in order to fulfill its social responsibility, libraries need to improve the way of library information resources management, and reform the library's management ideas and management ideas.

3.2 Promoting library information resources management methods can meet educational needs

For University libraries, it is necessary to improve the management methods of library information resources. The main service objects of university libraries are teachers, students and some scientific researchers. The purpose is to provide information inquiry services for this kind of people. In the course of the development of the times, the educational resources are constantly updated, so the libraries that teachers and students need provide the latest teaching resources and learning materials. At this time, the library's library information resources management model should be able to meet the needs of all teachers and students. Managers improve the management of library information resources through information technology and establish their own database, which can more efficiently complete the task of collecting, collating, preserving and disseminating information, and better serve teachers and students. It can be seen that the change of the management mode of library information resources meets the needs of education to a certain extent.

4. Current Situation of Library Information Resources Management

China's rapid economic development has been able to meet the material requirements of the majority of the people, so people gradually began to pursue the spiritual level. In recent years, more and more people enter the library, and the audience is wide. All social groups gradually enter the library and begin to read books. Faced with this situation. The library's library information resources management also shows its drawbacks. Faced with various groups of people, the library needs to increase its collection and introduce more fresh and different kinds of books to meet the needs of different groups. Because of this, libraries should pay more attention to the management of Library information, through the current network information technology, timely update the library's library database, provide readers with the latest and most comprehensive reading materials, to meet the needs of readers to the greatest extent. However, from the overall situation of our country's libraries, most libraries still pay little attention to the management of library information resources, so some readers can not find the reading materials they need when searching for information, and even some related knowledge can not be found, which limits the readers' reading desire.

In order to improve the efficiency of library information resources management in our country, we must first sort out the problems existing in library information resources management.

First, the library information management in our country lacks standardization, so the overall management efficiency is low. With more and more people entering the library, managers need to introduce more kinds of books. Therefore, the information resource management of books is more complicated and tedious, and some libraries ignore the importance of the management of library information resources. This vicious circle is not conducive to the healthy development of libraries. At

present, in the library management system, there are no specific standards and requirements for the implementation of library information resources management. The efficiency of readers' borrowing books is affected, and they can not find their own target books on the shelves, thus affecting the quality of library services to a certain extent. Once this bad phenomenon lasts for a long time, it will make readers resent it, have a negative impact on the library, and directly hinder the development of library cause in China. It can be seen that it is of great importance for the development of Libraries in China to formulate a unified management standard of library information resources.

Secondly, there are still some backward library management equipment, so there are many problems in the management of library information resources, and readers' reading experience is affected. If the library's library information management means are still carried out in accordance with the traditional management mode, it will undoubtedly be eliminated by the times. This part of the library does not pay enough attention to the management of library information resources, and does not use network information technology to update equipment, resulting in the library resources can not be updated in time, unable to meet the needs of readers. Therefore, it is difficult for readers to find the target books in the bibliographic retrieval of the library, which will directly affect the readers' reading experience.

Thirdly, some libraries' databases are single in content and cannot be integrated with other databases. Technological renewal is one of the characteristics of library information resources management. The library information resources management system needs to be constantly updated according to the development of the times, improve the library data base, so that all kinds of information can be exchanged with each other. Some libraries still tend to use traditional information resources management methods. They adopt a one-way retrieval function. The retrieval method is relatively single, and can not meet the increasing knowledge needs of readers, and the library can not achieve its own construction goals.

Based on the above analysis, we can clearly see the common problems in the management of Library Information Resources in our country. According to these problems, the relevant managers of libraries formulate corresponding solutions, which can help the libraries to indicate the future direction of development. In this society of rapid development of science and technology, it is an extremely important task to improve the efficiency of Library and information resources management by using existing technological means, which is related to the completion of China's life construction projects, so this kind of problem must be solved in time.

5. Optimizing the Management Means of Library's Book Information Resources

5.1 Improving backward management

To optimize the current mode of library information management, we need to break through the inherent mode of thinking, innovate boldly and create new management mode on the basis of meeting the needs of the times. In the new management mode, it is necessary to establish a new service concept of informatization, innovation, competition and resource sharing. Libraries need to change the traditional management mode and service mode, and integrate the latest management concept produced in the information age into the existing management means, so as to bring more advantageous services to readers.

5.2 Strengthen Service Consciousness

The library is a public institution with the nature of service, so the key point of its operation is the quality of service. Libraries become meaningful and valuable because of many reading enthusiasts. Therefore, libraries should attach importance to the work of reader service, and librarians should take readers as the main body in carrying out the work of service. Under the background of information age, library reader service staff should strengthen their service consciousness, communicate with readers actively, understand the needs of readers and provide the next service according to the needs. This can not only bring satisfactory service to readers, but also save readers' time and make readers

have a good impression on the library.

5.3 Using various software and hardware

The management of Library and information resources is a complicated system engineering, which requires a lot of funds in technical equipment, business process reengineering, human resources and so on. When optimizing the management methods, it promotes the speed of the development of Library network, and also develops the characteristics of service modernization. It greatly improves the traditional business technology of the library and the status quo of the traditional library's book resources, so that the library's book information resources can be fully benefited and the purpose of resource sharing can be achieved. In addition, libraries need to improve existing equipment, add some more professional equipment, so that hardware facilities keep up with management needs. It can be seen that a large amount of money is needed in both hardware and software investment in order to provide readers with more diversified services [3].

5.4 The gradual digitization of library management

In the traditional operation of libraries, books and characters are basically used to provide readers with reading materials, and paper is used as a carrier to reflect the library's literature. However, since entering the Internet era, information technology has begun to enter various fields, and libraries and institutions have begun to use Internet technology, which makes the library resources become diversified. It can be seen that the development of libraries is also in the direction of informatization [4]. The main concrete forms are CD-ROM, multimedia publications, network book database and so on. Because of the emergence of database, it will be more convenient for readers and librarians to access information. In this mode, readers can communicate and exchange, feedback and so on. This digital mode greatly promotes readers' interest in reading. Through the network managers can effectively sort out and classify ordinary books, literature and newspapers and periodicals, greatly reducing the work pressure of book managers. This kind of digitization can help the management of library information resources to a certain extent to develop in a better direction.

5.5 Opening Reader Service

By means of network technology, the contents of paper books in libraries are transformed into online book resources, and readers can choose freely according to their needs. Therefore, the relevant staff should change the traditional closed service. In order to reflect the service for readers more comprehensively, they should change the service mode into open one. With the increasing demand of society, the forms of books are more and more diverse. In order to meet the needs of readers as much as possible, libraries can arrange staff to conduct questionnaire surveys on readers in libraries, understand the needs of readers for knowledge content in an all-round way, and take pertinent measures to meet the individualized needs of readers.

6. Conclusion

To sum up, the improvement of library information resources management is of great significance to the development of library undertakings in China. Library has always been an important place for people to acquire knowledge, an indispensable cultural symbol of a city, and plays an important role in the construction of people's livelihood. Therefore, it is extremely important to optimize the management methods of library information resources. In order to make more readers enjoy reading and get better service experience in the library, we should improve the efficiency of library information resources management combined with existing science and technology, so as to promote the overall development of the library.

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