

Use of Moys Classification Scheme in Classification of Legal Materials

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Abstract

Purpose: *The paper explains how to use Moy's Classification in the classification of law collections. The paper also discusses the rationale behind the creation of Moys classification scheme to accommodate law materials and also appraises the suitability of the classification scheme to law library.*

Design / Methodology / Approach: *The explanatory approach was used for this study. An observation method was used to identify the relationship between Moys classification scheme and others classification schemes and the rationale behind choosing the Moys Classification scheme over other schemes in the classification of legal materials.*

Findings: *The paper found out that the scheme covered all areas of law in its schedule and tables and explains all subject areas of law.*

Practical Implications: *The use of Moys classification scheme is simple and is dedicated to law as a subject area alone. The usage of this classifications scheme in the classification of legal materials will bring uniformity in the arrangement of legal collections in all law libraries.*

Originality /Value: *The value of this paper lies in the discussion and explanation of various tables in this unique Classification scheme and how it's to be used by law Librarians.*

Key word: *Classification Scheme, Moys Classification Scheme, Law Library, Legal Materials.*

Paper type: *Conceptual*

Introduction

Classification of law libraries collections arrived late in librarianship when compared with other subject's collections. This could be attributed to the fact that law libraries collections were initially limited, and the alphabetical arrangement sorted the purpose of the law librarians then. Moreover many of the general classification schemes in use treated law as part of social sciences. (Dewey: 340) Library of congress in its classification scheme, (herein after referred to as LCC) classified law books with their subjects matter thus materials on land law are classified in HD 1141-1239. This evidently resulted in scattering law books on the shelves. Though the LCC tried to remedy this by the use of "class K" for law books, but this too have been found to be inadequate.

As a result of the fact that classification scheme for law books came rather late, many law libraries resulted in devising homemade schemes

for their use. Elizabeth M. Moys was appointed the University of Lagos librarian (1962-1965), she saw the challenges in the classification of law materials in the library, she then came up with a draft scheme which later became known as the Moys classification scheme for law books.

It can thus be reasonably assumed that the University of Lagos library was the first to use the scheme for its law collections. The university used LCC to classify its collections on other subjects, and it was the class K of LCC that Elizabeth Moys expanded to form Moys classification scheme for law Books. This explains the fact that the Moys scheme and LCC have similar characteristics but unlike the LCC which runs into many volumes the Moys classification remains a one- volume book even though in its 4th edition (the fifth edition is presently being worked on by a committee in the U.S.)

Basic Structure of the Scheme

The scheme is divided into three main groups 1- Books of a general nature and materials concerned with legal systems that do not belong to individual modern nation states, Thus in the first group we have the following classes.

Journals and reference Materials

- KA- Jurisprudence
- KB- general and comparative law
- KC- International law
- KD- Religious legal systems
- KE- Ancient and Medieval Law

The second group consists of all modern national legal systems. This is further divided into two that is the common law and all the rest.

The common law section consists of materials from countries with “pure common law systems six classes were allocated to the common law section. One class was allocated to each of the remaining non-common law continents, and another class was allocated for own country.

KF – KN- Common law (The common law countries have been highlighted as the following:

1. 1.British Isles i.e. England and Wales(KF), Scotland and Ireland(KF)
2. Canada(KG)
3. 3.United States(KG)
4. Caribbean(KG)
5. West Indies(KG)
6. Australia(KH)
7. New Zealand(KH))
8. KP-Own country
9. KR- Africa
10. KS- Latin America
11. KT- Asia and pacific
12. KV- Europe

The third group consists of the class KZ this is a class for Non-legal books, which may be possessed by specialist law libraries.

Though general libraries which are not strictly law libraries are advised not to use class KZ.

Class KP

This is a special class for own country. The question commonly asked is why class KP when there is KR for Africa?

The Moys scheme KP provides 60 units of numbers to play with for primary materials and 150 units for secondary materials. Thus there is provision of 60+150 units of numbers =210 for the country Nigeria (Being our own country) whereas if we were to use KR we will have only 80 units of numbers. That is 20 for primary materials and 60 for secondary materials.

Table 1 is used for primary materials whilst

Table 11 is for secondary materials.

Undoubtedly the table 11 is not as detailed as the provision made in sub classes KL –KM and KN. It is advised that until a new edition of the scheme is published where it is hoped this lapse will be taken care of, broad subjects should be used or else the law librarian can use his or her ingenuity to expand the block numbers provided by the table provided it does not in any way compromise the number of the next subject.

Example of classifying a law text written for home country or written by an author from own country. In our case a book written for Nigerian or written by a Nigerian author. Such as The Administration of Justice in Nigeria By Peter Olujede. KP will be used in conjunction with table 11 column A. thus the classification number for above stated title will be KP 68 .O4

KP is the classification, 68 is the number provided for administration of justice in column A whilst .O4 is the cutter number for the author.

How to Classify Law Journals

The title of the journal forms the classification number of the journal (disregard articles such as “A, An, and The”. from the beginning of the title, substitute the alphabet for a number i.e.

A B C D E F.....X Y Z
 1 2 3 4 5 6.....24 25 26

e.g African Human Rights Law Journal would be classified as K1 F84 v. i.e.

- K for law
- A for 1
- F the next alphabet on the title as cutter
- R 8 (cutter no.)

I 4(cutter no.)

Thus we have K1 .F84 v.

General Use of Tables

The tables are to be used in conjunction with the main schedules wherever the scheme so directs. e.g. where the schedule provides block numbers it directs as to which table is to be used to get the class number i.e. The schedule provided a block number for Kenya KR 3101-50 © what this translate to is that using table 1 or 11 column C will be used to compute the classification number for the text being classified. For example : to classify a book titled "Administration of Justice in Kenya" using class KR which is for Africa block number for Kenya as provided in Moys is 3101-3150 (C). Since the book is a text book and not a primary material table 11 will be used. Number allocated to Administration of justice in table 11 column c is 15. Thus to get a number for the text the number 15 is added 3101 which will give us 3116 thus the classification number for the title will be KR 3116. A cutter number will then be assigned to the author's surname.

The same applies to other tables in the scheme

Table 111 provides a system of 'Cutter' numbers to be use in arranging materials by date, this is most desirable with the earlier works. It provides for works produced after 1400 AD. An alphabet represents the century whilst the last 2 digits represents the year. 1578 will be represented by .B78. In essence where the schedule stipulates the use of table 111, this will be the cutter no to use and not the cutter table. Also table three can be use where the user finds it more appropriate especially with the early reports.

Table IV is used for common law jurisdictions, it is to be used where the schedule so directs.

Table V - this table should be used for Courts, where the schedule directs that the table should be used in the classification of materials emanating from or about courts this table should be used. The table is not exhaustive, there might

be the need to make provisions for courts peculiar to the users jurisdiction such as 'Shariah Court of Appeal'

Table VI is for Special legal forms and topics. It should be used as directed in the schedule.

Table VII is for persons, it should be used for legal capacity, liability, compellability etc. of persons whether natural or corporate at any place in the schedule, whether the schedule stipulates its use or not. Here the user of the scheme is expected to use his/her skill to ensure that materials are appropriately placed.

Table VIII this table is meant to be used in the classification of Non-Legal forms and treatments. It can be used in conjunction with the class KZ.

Conclusion

The use of Moys classification scheme for law librarians have been found to be very easy and not at all cumbersome, especially since it's a one volume scheme. The class KP for own country with individual law librarian's ingenuity can be found to be more robust than the class KR. The subject law is very dynamic and new areas of law keep emerging, thus there is need for the law librarian to strive to keep abreast of new development in the subject law.

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Effects of Serials Materials Utilization in Academic & Research Pursuits

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Abstract

Purpose: *This study investigate the effects of the Utilization of Serial Materials on the academic and research pursuit in the Federal University of Technology, Minna Library with the main aim of making possible suggestions for improvements where necessary.*

Design/Methodology/Approach: *Questionnaire was the research instrument used for the study. Also personal observation by the researcher was used to concretise information received through the questionnaires. An interview with the Head of serials Section of these libraries was held to cross-examine the exact prevailing situation*

Findings: *Majority of the respondents used the serial section on daily (30%) and monthly (30%) basis. The major purpose of visiting the section was to read newspapers for current affairs (61%). Serials were judged into to be available (50%) and to be available occasionally (45%). Serials were considered not to be easily accessible (50%) and easily accessible (45%). The main obstacle to serials utilization in academic and research pursuit was inadequacy of materials (100%). Increased in subscription to serials was suggested as viable strategy to improve their availability and accessibility.*

Practical Implication: *where journals are not adequate, and where also current titles are inadequate, the utilization of serials for academic and research pursuit will be jeopardized.*

Originality/Value: *The paper originality has in its empirical evidence to support the position that the provision of current and adequate journals are critical for their utilization in academic pursuit.*

Keywords: *Academic Performance, Effects, Learning, Research Pursuits, Utilization, Serial*

Paper type: *Empirical*

Introduction

Effects is the impression produced in the mind of somebody who sees, hears, reads, or experiences something, especially one that is deliberately intended or engineered (Encarta MSN 2008). In any nation, institutions of higher learning are usually established to produce adequate manpower to cater for diverse manpower needs of the nation. Institutions of higher learning are tertiary institutions in the context of this study includes; Universities, Polytechnics and Colleges of Education. Tertiary institutions according to Ahmed (2005) are means of achieving national development in all spheres, be it political, socioeconomic or industrial development of a nation is determined by the quantity and quality of manpower produced by such institutions. The teaching and research functions of institutions of higher learning therefore, play an indispensable role to

national development, particularly in the higher calibre of manpower (National Policy on Education, 2000). Be that as it may, the objectives of such institutions higher learning are generally established solely to discharge the tripartite functions of teaching, research and community development. However, no institution of higher learning can be established without a Library. Library is a social agency designed to conserved knowledge; preserve the cultural heritage, provide information, under guild and underpin education, research and also serves as fountain of recreations. Library is the heartbeat of its host institution, Harrison (1999) observed that the institution's Library should serve the needs of the academic community(staff and students), provide reference materials at appropriate levels, and provide an active information service. For effective Library services, to be on course the collection of serial materials is most relevant in any institution.

Serials materials are important resources to as knowledge acquisition was concerned. Even as we reached the twenty first century, serial materials offer one of the greatest challenges confronting the Library and Information science professionals. Serial publications are publications that appear at stated intervals each number of which contains variety of original articles by different authors devoted either to general literature or some branch of learning or to a special class or subject, each number is incomplete in itself. Serials are important resources; in some fields, the use of periodicals takes precedence over books and other formats. Brown (1999) gave one example in stating that “studies have shown that over 95% of the references cited by scientists were of scientific periodicals and society publications”. Serials management has come to occupy a pride of place in information management in this technologically driven age. Serials are sources of information (printed or electronic) that are produced at regular intervals. They include newspapers, minutes, magazine, radio and television programmes, tapes, CDs, videotapes, journals and other periodicals. Aina (2004) maintained that a serial is a distinctive title which in parts and each issue is published independently, and is usually expected to be published indefinitely. It includes periodicals, journals, newsletter, etc. In essence, anything that belongs to, forms part of, or consists of a series qualifies to be called a serial. It occurs in successive parts or numbers. According to Anglo American Cataloguing Rules 6th ed:

- i. Have a sort of permanent title.
- ii. Are produced at regular, but not necessarily frequent intervals.
- iii. Have contents that are unique from issue.
- iv. Are planned for perpetual production.

From the foregoing, it is obvious that serials constitute one of the most important, if not the most important information resources of the current information age.

Utilization is more common in technical contexts. It means to make use of something, or find a practical use for something and so is more specific than use (MSN Encarta Dictionary 2007). This research focused the effect of serials materials utilization on academic and research purpose. Information utilization is the actual

every Library user and indeed any Library as far putting into appropriate use of acquired information. Utilization of information differs from person to person and from purpose to purpose, one corporate organization to another according to their information needs and other socio-economic imports. It can be viewed within the context of need, accessibility and function performed. The utilization of information by any clientele is influenced by the kind of job done, the profession or function in which one performs. Three basic categories of understanding could be highlighted in the context of information utilization of a person as follows:

- i. Perception and understanding in which provision and accessibility of information to a user is anchored on the seeker’s demand within the purview of his behaviour, gesture, words and writing, etc.
- ii. Normative or objective understanding; in which provision and utilization of information is viewed within the context of a user’s objectives and purpose of seeking it.
- iii. Contextual or subjective understanding: in which utilization of information is a function of the subjective meaning given to it. We can infer that provision and making information easily assessable to users’ need.

The need for satisfaction becomes more understandable by the fact that contemporary information users are becoming increasingly more complex and sophisticated in their demand for survival. The efficacy of the principle of information utilization therefore is anchored on the Library ability to satisfy the needs of information seekers and the term “serial” connotes the idea of sub-divisions that makes a whole.

Statement of the Problem

With the advent of economic depression, most academic Library finds it hard to acquire serial materials qualitatively and quantitatively. This development is as a result of the fact that serial prices have continuously to be in increase at a rate far higher than general inflation and Library funding levels, placing genuine financial pressure on most libraries. Moreover, it could be observed that “every area of Library practice is in hinged up on serials”. Consequently, many

journal publications whose previous editions had immensely contributed to knowledge acquisition (and relevant to the academic community) are gradually going to extinction (no longer exist) or have no longer been subscribed for over a large period. This development adversely affects the continuous existence of many journal titles in the Library. The production cost of a few copies of an edition now amount to several thousands of dollars. This is why many academic papers are yet to be published several months or years after they have been assessed and accepted, and the cover price of newspapers and magazines in recent times cannot be over looked. The high cost has further forced the libraries to reduce its subscription for many in terms of variety and number of copies. This position underscores the need to carry on this research study to examine the *Effects of Serials Materials Utilization in Academic and Research Pursuits*.

Objectives of the Study

Libraries achieve their aims through periodic appraisal of their resources and services. Issues like user needs, information sources, mode of information use and other aspects of users' challenges help the Library to re-examine its services, gauge users satisfaction or dissatisfaction, and identify means of remediation where lapses exist. Because, for a Library to be relevant and useful, it must acquire and provide various information materials meant to meet the varied academic needs of its users. Considering the enormous investment in the acquisition and management of serials in Academic libraries of Nigerian Universities, this research was conducted to:

- i. Identify how the serial publications are being acquired by the Library.
- ii. Establish how libraries organize their serial collections.
- iii. Determine the types of serial materials available in the Library.
- iv. Ascertain the extents and frequency of serials utilization in the Library.
- v. Determine the impediments to serial materials acquisition in the Library.
- vi. Analyze measures/solution for addressing those problems.

Literature Review

The Concept and Historical Development of Serial Material

Serials are publications appearing in successive parts, usually with no termination planned or expected. The development and management of serials has occupied a pride of place in information management in today's scientific and technological driven age, such as ours. Serials are sources of information (printed or electronic) that are produced at regular intervals. The term serials embrace materials called periodicals, newspapers, journals, magazines, newsletters, annuals (reports, yearbooks etc): memoirs, proceedings, transactions, etc of societies and numbered monographic series (Anglo-American-cataloguing). Kirk (1992) in his works maintained that serials are the most efficient means of transmitting to the learned community new knowledge in all fields of study especially in the sciences and technology.

Historical Development of Serial Materials

The best historical work on serials appears to have been written by authors outside the field of Library and Information Science. The annuals written on the tombs of Egyptian kings during the first Dynasty (2750-2625bc) many consider to be the world's earliest known serials. Mentioned is made of a decree by Julius Caesar in 60 BC., requiring the proceedings of the Roman Senate to be published. The initial period witnessed, 1700 "numerous fore-runners of publications", the seconds period, 1700-1825 daily newspapers replaced weeklies and literacy periodicals. The third, 1825-1890, was characterized with great expansion in the number of periodicals and their circulation of periodicals and their circulation. This growth was fuelled by technological development leading to higher-speed printing and an adequate paper supply and such cultural factors as the "popularization of knowledge" and the growth of science and technology. The period witnessed the origin of illustrated magazines, and trade publications. It was also the golden age of the newspaper from 1890, was the fourth period, this period saw a "vast proliferation" of periodicals in an "era of mass communications made possible by "cheap paper". Tabloid newspapers, pulp magazines, sports magazines, and periodicals were typical of this period and technical reports, indexing, abstracting services and publications from international organizations played an increasingly important role David, (2001).

Importance of Serial Publication on Academic Pursuit

Extrapolating from the first S. R. Ranganathan's Five Laws of Librarianship, "books are for use", it logically follows that serials are also for use and use analysis is central to its publication, used for leisure reading, scholarly research, teaching, professional reasons and hobbies, to name their most obvious purposes. Serials act primarily as source of information materials and they gulp a significant proportion of the Library's budget. It should be noted that serials are of considerable value in libraries, they contain articles which are of immense importance to scholars, researchers and students. The articles are very short and usually very fascinating. They also contain "first hand" and primary source of information on some branches of knowledge, science or discipline. Some scholars claimed serials also make it possible for them to trace the historical trends in any subject area through the perusal of back issues of such publications, and that Library users are mainly interested in current issues of periodicals, even though demand for older holdings seems also to be on the increase as well. It should be observed serials are the carriers of primary sources publish first-hand records or original research findings and developments. The above views suggested that essence and importance of serials materials, because new topics, findings or techniques are usually first introduced in articles published in serials.

Effects of Serial on Academic Pursuit

Libraries in general, especially academic libraries in particular have repeatedly stressed the importance of serials publication constitutes, as the back bone of the research collections from the American Library Association (ALA). It is no longer necessary to argue for the importance of periodicals and news papers. Individuals from childhood up to the present generation has read and used them for information more often than ever mentioned. The pre-requisite of "no paper, no promotion" for academic staff in higher institutions of learning, has elevated the act of serials publication as well. These publications afford academicians (lecturers, Librarians, etc.) the unique opportunity of writing, reading more researches. It further allows academicians the chance to contribute to subsequent edition of the publications in their respective fields or disciplines. Ibeun (2001) suggests since most of the knowledge required

will be found in journals (serials). It is important that Librarians provide appropriate and timely information to research scientists by ensuring that they have access to relevant literature hence journals which constitute the most important source of information to scientists must be readily made available to them. Furthermore, serial publications are generally acquired through subscription, while books are acquired through direct purchase. This is because a serial issue constitute on issue at regular or irregular interface and conveying protracted investigations and researchers, especially in science and technology, more accurately than any other media.

Oyedun and Garba (2003); reiterates that serials usually form major components of Library collections, and are good in up-dating information on various field of knowledge. That is, they provide current information in these fields of knowledge. They further stressed the effects combed with merits and characteristics;

- i. Provide the platform for international exchange of new knowledge and ideas. That is, the articles contained in are the main sources of communication for the exchange of scientific and current information than books, information or new discoveries appears in a journal within weeks of their formulation.
- ii. Serials contains new, as new discoveries are promptly reported, journals also helps researchers to avoid duplication of their researches.
- iii. Serials help to eliminate the gap between the book and day to day discoveries.
- iv. They carry authentic articles written by different scholars or contributors.

According to Iyabo (2001) she reported that Aina (2004) carried out a biblio-metric analysis of Library and information science research papers published in three international journals, International Library Review (now International Information and Library Review), Library and Information Development between 1985 and 1989. The variables analysed were status of authors, gender or authors, types of research, geographical location of authors, coverage of subjects' areas, formats of citations and a ranking of journals consulted. The findings revealed that researchers cited more serial literature than non-serial literature papers. One

of the easiest, cheapest, and fastest means of disseminating information by such words as newspaper, journals, Coranto and news book, the word newspaper was first used in 1670, Khalid, K. F. (1997).

What Make Serials Different from Text Book Publication

Serials publications are usually issued in successive parts, appearing at intervals, regular ones, and, as a rule, intended to be continued indefinitely. From the view of publishing the encyclopaedia Britannica defined text book as a usually non periodical publication of at least 49 pages excluding the covers. The term serials therefore includes periodicals, newspapers, annuals, numbered monographic series and the proceeding, transactions and memoirs of societies (Anglo-American-Cataloguing). This is contrary to books which take numbers of years before they are published. Another important characteristic that differentiate serials from books is that, serials are usually published in parts chronologically and each subject issued is always a continuation of the previous issue. This is the reason why serials are very reliable and usually carry on its little page, the volume, number, the issue and year of publication, which assures uses of continuity in publication (Salam 2002). In most cases, serials publications are undertaken jointly by different authors and when necessary, editorial functions are involved while conventional books are usually undertaken by single authorship. This is because serial usually contain a collection of articles written by different contributors, which will be of great advantage to the users. A single newspaper can cover about ten or more different subject fields that can be used to serve different categories of specialists (users).

Problems of Acquisition and Collection of Serials

In Africa most scholarly journals suffer a variety of problems, the most common being the short life span of a majority of the scholarly journals. Many of these publications cease to exist immediately they are established. In most cases, those that stay afloat come out irregularly sometimes two-three years behind schedule according to Aina and Mabawonku (1996). Serials with their great potential and values in supporting Library services to users equally have many problems militating against their acquisition. Amongst them is that of acquiring foreign materials, which seems to be the most

acute. In a journal titled acquisition problems in developing countries, the problems of acquisition exist mainly for three reasons, which are: (a) The problem of under-developed economic circumstances of the developing countries within which their libraries have to function; (b) the fact that book publishing is still in its infancy throughout most of the area; and (c) the fact that most developing countries are far removed from the metropolitan area of the world where the bulk of publishing is done.

The economic circumstances of Nigeria, is a typical example where academic libraries struggle hard to survive with their less than 50 percent recurrent budget and consequently collapse under pressure due to of lack of funds and other essential materials. Most third world journals struggle to stay viable and active and foreign journals are hampered by distance barriers. Azubike et al (1990), in a study of mortality rates of Nigerian scientific journals succinctly pointed the pathetic state of journals in Nigeria as follows; "For journals started in 1970 or earlier, thirteen percent of them ceased publication in their second year, 20 percent in the fourth year and third-three percent in their 10th year, that is to say that the sixty-six percent of them have ceased publication. Those that started in 1975 or earlier, a set incorporating the former, four percent of the journals were published for only one year; twenty percent in their fourth year and thirty-two percent in their fourth year and thirty-two percent in their fifth year of publication, that is to say that sixty-six of this have ceased publication. For journals that began publication in 1980s or earlier, 15percent were not published beyond the first year. It is in this regard that conclude that if the situation in developed counties like the United States and United Kingdom is as bad as been described then it must be even chaotic in developing countries where the appreciation of the importance of Library is still far less. In the past two decades or more about, many libraries in Nigeria have been faced with various constraints ranging from foreign exchange, fluctuating and inadequate budgetary allocations, like in prices of books and journals, to poor government fiscal policies. Since most of the journals are acquired from overseas, the implication is that the meagre amount allocated for the purchase of serial/journals would be converted into foreign currencies at outrageous rates, alongside economic depression. These all have effects on serials acquisition, collection and growth of

libraries in Nigeria, with the academic libraries adversely affected.

Problems of Organization of Serials Collection

As we approached the twenty-first century, serial offers one of the greatest challenges confronting libraries and information science professionals. Serials prices have continuously increased at a rate far higher than general inflation. Characteristic of serials changes, the author, the publisher changes overtime therefore, it is difficult to control them and to keep record of them. The management, organization and utilization of newspapers in libraries are fraught with problems. This point was made more than two decades ago when it was revealed that academic libraries do not accord much importance to newspapers. Aside this fact, newspapers are given scant attention in Nigerian university libraries due to their organization headache. The problems caused by high cost and proliferation of newspapers, have caused FUT Minna Libraries to cut down on the number of newspapers they subscribe to. The organization of serial materials generally starts with the cataloguing and bibliography description of these materials, one of the problems that confront serial Librarians is that of collating incoming serials and then delegating them to sub professional assistants, who have been taught technical details that are supposed to be investigated and noted. This process can occupy a major part of the cataloguer's time. As noted by This problem is aggravated in our local libraries where is an apparent problem of understating, the difficulty is setting up and maintaining such a programme is that the consensus serial cataloguer feels impelled to do the collection, otherwise some detail may be over looked or some unusual features passed by.

Another problem evident by Grenfell (2000) in the organization of serial publication is that of determining the level of description of a work. And if such works deserves description analysis, the availability of printed indexes bibliographies and other descriptive code will be needed usually the decision in this matter largely depends on the administrative policy of an individual Library and its local needs. There is also the problem of classifying poly-topical serials (serials that have a link with more than one subject), since printed materials in general have one place in classification scheme, it is difficult to classify them properly and any

mistake made by this classifier affects whole information retrieval process.

A third issue, Augonus (2002), is the fact that particularly in the sciences has revealed, some of its serials are published in different languages and it is too often forgotten that the discovery of such information in the Library may be or more different. Languages constitute in serious barrier in retrieving what has been published in a foreign language to the user, no matter how vital such information may be, this implies that the classifier must be knowledgeable in some key languages and be equally ready to translate such into a language (English) that the user can read and understand, foreign journals of scientific literature published in foreign languages cannot be applied in general libraries without a prior attempt of translating them. Scientific publications such as bulleting, papers, journals, and reports are of varied origin of languages. To learn of their existence, to acquire them, to organize them and make them useable for readers, present host of a differentials.

Research Design and Population of the Study

The research study adopted the survey method. This method studies both large and small population by selecting and studying samples chosen from the population pool to discover the relative incidence distribution and relation of sociological and psychological variables. Hence, the study selects a sample of its target population from which it obtains data for analysis. The population of this study comprises of the staff in the serials section and the entire users of serials section in the FUT Minna Libraries. The user consists of undergraduate, post graduate students, and academic and non academic staffs of the citadel of leaning (FUT Minna) that undertakes research works.

Research Questions

The study is based on finding answers to the following questions;

- i. How does the university Library acquire its serial publications?
- ii. What types of serials publication are available in the Library?
- iii. How often do the users utilize the materials?
- iv. What are the factors militate against the adequate provisions of the serial?
- v. What techniques are employed in the preservation of the materials?

- vi. What percentage of the budget allocation is meant for the serials?

Population and Area of the Study

FUT Minna Libraries is the area of this study. It has striven to build a strong collection to support research and generation of knowledge. The university founded in the early 1980's. Her mandate include, the production of engineers, technologists, inventors and other categories of scientists to fast-track the nation's quest for technological and industrial development. As one of the facilities that underpin research and generation of knowledge is the Library. It was established in February 1984, and was formerly housed in the former student's dining hall which now serves as the computer centre of the

university. However, it is expanded in conformity with the general expansion of the university. In this research study, samples have been drawn from the stated population randomly in such a way in which each member of the population has an equal chance of being selected. The head of serial selection and forty users are selected out of the target population. The pilot study has already being conducted to capture these.

User's Responses

This section is devoted to the analysis of user's responses. Tables, frequencies and percentages are used in analyzing the data collected. Seven questionnaires were administered; all been retrieved and found usable.

Table 1: Frequency of using serial section in Libraries

Use	Responses	Percentage (%)
Daily	14	35
Weekly	12	30
Monthly	9	22.5
Occasionally	5	12.5
Total	40	100

From table 1, it is clear that 14 (35%) of the respondents use the Library daily while 12 (30%) use the Library weekly; 9(22.5%) make

use of Library monthly while 5(12.5%) use it only occasionally. This shows that many actually patronise the Library daily.

Table2: Purpose of visiting serials section

Purpose	Responses	Percentage (%)
To read newspapers for current affairs	25	62.5
To study journals, and use them for research and other write ups	11	27.5
To use the facilities	4	10
Total	40	100

From table 2, it is observed that 25 (62.5%) of the users use newspapers and magazines for current affairs and 11 (27.5%) of the respondents visit serials section to study journals for their studies, project research work, technical reports

and practical reports while 4(10%) use the facilities only from the above it is clear that majority of the respondents use the serials section to read newspapers.

Table 3: Availability of serials in the Library

Availability	Responses	Percentage (%)
Always	5	5
Occasionally	22	45
Note at all	13	50
Total	40	100

Table 4: Accessibility of the Serials

Accessibility	Responses	Percentage (%)
Very easily	2	5
Easily	18	45
Not easily	20	50
Total	40	100

From table 4, it is shown that 2 (5%) of the respondents indicates that accessibility to the serials is very easily and 18 (45%) indicate that is easily accessible while 20 (50%) of the

respondents indicated that serials is not that easily accessible. This shows that the serials are not usually easily accessible to half of the Library users population.

Table 5: Attitude of the Staff towards Users

Attitude	Responses	Percentage (%)
Good	15	37.5
Fairly good	20	50
Not good	5	12.5
Total	40	100

On table 5, it is shown that is 15 (37.5%) of the respondents comment that the attitude of the staff as a regards to rendering of serials services is good and 20 (50%) say it is fairly good, 5

(12.5%) of the respondents indicate that the staff attitude towards users is not good. This shows that the attitude of staff in terms of effective rendering of services to users is fairly good.

Table 6: Problems of Serials

Problems	Responses	Percentage (%)
Inadequate materials	40	100
In adequate current materials	30	75
Material are not easily accessed	13	32.5
The staff are not co-operative	7	17

Table 6, it shows that 40 (100%) of the respondent consider inadequate current materials in the Library as their major problem and 30 (75%) of the respondent consider inadequate materials in the Library as their major problem

and 13 (32.5%) consider the problem of not have having easy access to the services, while 7 (17%) stated that the staff are not co-operative. This suggests that the major problem is inadequate materials in the section.

Table 7: Suggestion on Improvement of the Availability and Accessibility of Serial Materials

Suggestion	Responses	Percentage (%)
Increase in subscription to serials	30	75
Inter Library loans	3	7.5
Staff or improvement in manpower	5	12.5
Open shelving system	2	5
No comments	40	100

Table 7 shows that 30 (75%) of the respondents emphasize on increase in subscription to serials, 3 (7.5%) on inter Library loan, 5(12.5%) suggest staff or improvement in manpower and training, 2 (5%) on direct access by the users through open shelving system. It is clear that majority suggest that there should be increase in titles collection of serials. A manual investigative technique was employed to carry out the survey

for undergraduates' use of research literature, to analysis a bibliographical citation of final year student's projects submitted to the university Library, and majority of them used journals.

Summary of Findings

The study found out that the available serials includes journals, newspapers and magazines. Others, like transactions and proceedings of

society memoirs, annual reports, tit-bits and bulletins which are serials materials are not found in the serials section of the federal university Library, Minna. The study identified that most regular serials are newspapers and magazines which the Library usually gets through the local vendor. The organization of the materials are divided into intellectual and physical organization; Intellectual contents of classification and cataloguing which the Library use Library of Congress Classification Scheme to organize their serials, which start from A-Z and they were classified broadly by subject matter.

The study also discovered that the serials are catalogued intensively, and the entries are usually in the Library catalogue with entries of other materials. Thus, the classification and catalogue activities on serials affect only the first issues and volume. It has been observed that there is no direct accessibility to the serials by the users, due to the closed shelving system which the Library adopts by the section in order to guard the collection from theft and mutilation; and which access to these serials is by proper identification. It was observed that users could borrow serials before getting access to it. It was also identified that serials on the shelves are not current and the University subscribed journals stopped since 2003. The research found out that between 2004 and 2008 FUT Minna Library has not subscribed to new serials. Though the section is not underutilized both students and staffs make use of it for researched and other purposes. It was discovered that inadequate funding is the major problem confronting the serial provision; lackadaisical attitude of the staff toward rendering of services to the users is also a problem and the user's encounters problem in accessing the materials.

Conclusion

The available materials are not adequate and the most of the three available serials are not current, meaning they are outdated serials. The Library organize their serials by Library of congress classification scheme and which is broadly classified by subject, they also catalogue their serials intensively and the entries are usually interfiled in the Library catalogue with entries of other materials. However, it should be noted that classification and cataloguing of serial affects only the first issues and volumes, other subsequent issues and volumes are not classified and catalogue. The major problem confronting

the Library is inadequate founding. Owing to this problem the Library cannot subscribe in current journal. The study in addition observed the lack of commitment to work among members of staff and lack of good human relation in dealing with members of the public.

Recommendations

Based on the findings, this study therefore proffers the following recommendations:

1. That the Library should increase acquisition of more serials to improve this section of its collections.
2. That the Library should be strengthened financially to be able to subscribe on current journals in order to ease users consultation.
3. That the management should increase the annual budget on serials to boost up serials section of the Library.
4. The Library services should be automated.
5. As regard to staff altitude towards rendering serials services to users, the Library should organize seminars, workshops as well as continuing education for Library staff in general as such exposure will sharpen their orientation, commitment to good work ethics and commitment to services.
6. That there should be a photocopier, since serials are not sorrowed out of the Library, photocopying services should be provided at reasonable charges so as to minimize theft and mutilation.

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