

The Principal,

AN INTRODUCTORY LETTER

The SEB Research Unit intends to empirically ascertain the status of FCT Public Senior Secondary School's Library.

In that regard, this instrument titled "**An inventory for library status in the FCT Senior Secondary Schools**" is designed. You are therefore, humbly requested to respond very candidly to the various items on the questionnaire. Your views will be treated confidentially and as such, you need not write your name or any form of identification. Your co-operation is highly solicited.

You are expected to submit your responses within two weeks electronically to the following e-mail address: research@fctseb.org

Thank you.

Cheku, A.I.

Ag. Head (Research)

For: Executive Director, SEB

AN INVENTORY FOR THE ASSESSMENT OF LIBRARY STATUS IN THE FCT PUBLIC SENIOR SECONDARY SCHOOL

Please, you are required to provide Information about your school library. The Research Unit needs such information to be able to analyse the status of library in our various schools.

Attempt all items by specifying the number of existing items.

A.1: Name of the School	
A.2: Year of Establishment	
A.3: Location	Rural <input type="text"/> Urban <input type="text"/>
A.4: Type of School	Boarding <input type="text"/> Day <input type="text"/>
A.5: Library Facility	Library Complex <input type="text"/> Classroom Converted <input type="text"/>
A.6: Library Time	Opens at <input type="text"/> Closes at <input type="text"/> Extra Hour <input type="text"/>
A.7: What is the carrying capacity of the library	
A.8: School Enrolment	SS1 <input type="text"/> SS2 <input type="text"/> SS3 <input type="text"/> Total <input type="text"/>
A.9: Library Period per week per class	SS1 <input type="text"/> SS 2 <input type="text"/> SS 3 <input type="text"/>
A.10: Source of Power to the Library	PHCN <input type="text"/> Generator <input type="text"/> PHCN/GEN <input type="text"/> None
A.11: Classification Scheme	Dewey Decimal <input type="text"/> Others <input type="text"/>

ASSESSMENT OF LIBRARY STATUS IN FCT PUBLIC SENIOR SECONDARY SCHOOLS

A Staff requirement

1 Qualification of Library Staff

	B.L	HND	ND	OND	WAEC/NECO
i					
ii					
iii					
iv					
v					

B Information and Communication Technology

1 Does the school library have computer systems for use?

	How many?	
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2 Catalogue

	Automated	Non-automated	Non-existent

Internet Connectivity

3

	Available	Not Available	Requires Upgrading

4 Audio-visual

	Projector	Screen	Public Address System	Instructional Videos
i				
ii				
iii				
iv				

5 Does the school library have instructional video CDs?

Yes		No	
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C Library furniture

2 Do you have adequate chairs and study carrels for readers?

Yes

No

3 Of what material are the chairs and study carrels made?

Wood	Metal	Plastic	Others

D Recommended books based on the Curriculum

1 What are the number of books available in

Eng lang	Maths	Bio	Chem	Phy
Agric	F/math	Geog	T/drawing	Econs
commerce	Accounting	V/art	History	Eng/lit

E Other relevant books

1 Specify the number of other relevant books available in these subject areas:

Eng lang	Maths	Bio	Chem	Phy
Agric	F/math	Geog	T/drawing	Econs
commerce	accounting	V/art	History	Eng/lit

F Reference Materials

1 How many advanced Dictionaries are available to readers?

2 What type of encyclopedia does your library have?

	Britanica	Americana	Others Specify
i			
ii			
iii			
iv			

G Magazines/Newspaper

1 Does the Library have supply of Newspapers/Magazines

YES

NO

2 How regular is it?

Daily	Weekly	Monthly

3 How many Newspaper brands do you subscribe to?

4 Does the library have Newspaper/Magazine display stand?

5 Is your school library furnished with a Newspaper Reading Area?

YES

NO