

Library Lighting, Furniture and Equipment

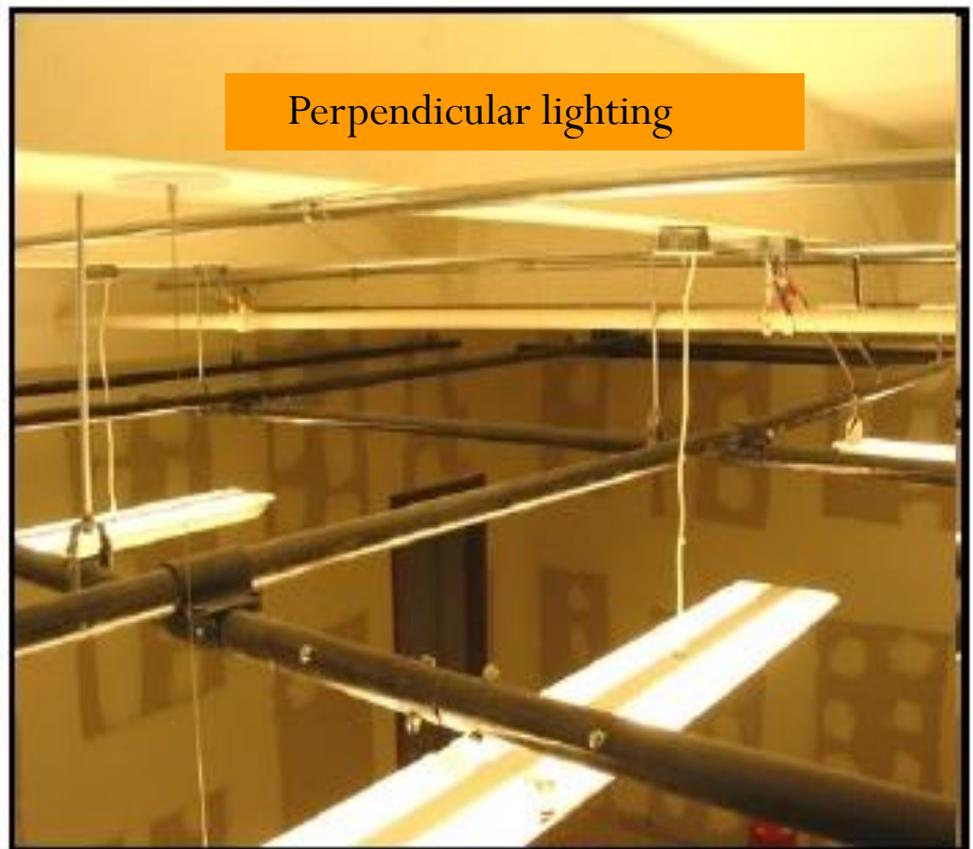
Library Lighting

According to Malman (2001) Proper lighting is crucial to the overall success of a library. Good lighting design in library buildings is the result of both technical skill and art on the part of the designer. This is particularly true in newer buildings where visual tasks are more diverse and technology poses new types of lighting requirements.

Malman(2001) provided guidelines for lighting arrangement in libraries. These are as follows:

LIGHTING FOR BOOKSTACKS

- Book stacks must be lit adequately for avoiding visual discomfort.
- Evenness of illumination across the stack.
- Schemes for Stack Lighting are “Parallel” “Perpendicular” and “Indirect”.
- Regardless of which scheme is selected, fixtures should not be located higher than approximately 15'-0" above the floor.



LIGHTING IN GENERAL READING AND STAFF AREAS

- General lighting needs to suit a wide range of activities, and it must be flexible to suit present and future tasks. Glare reduction is a primary concern, especially where computers are prevalent.
- Indirect or Direct lighting can be used for illumination. Indirect lighting uses fluorescent or metal halide lamps to up light a light color ceiling. Direct lighting uses down lights to illuminate the reading tables.
- Walls in public areas and staff work areas should not be left completely dark.
- A lighting level of 30 - 40 foot-candles (ft-c) is adequate for general reading and staff areas.

LIGHTING IN GENERAL READING AND STAFF AREAS

continued...

- Lighting at service desks must be adequate for paper-based tasks and it must not cause reflected glare in computer screens. In addition, the lighting should be very comfortable because staff members may spend most of their working time at a service desk. The lighting level should be 40 - 50 foot-candles (ft-c) on the desk

Lighting Continued...

DAY LIGHTING

- It reduces energy consumption. However, uncontrolled day lighting can be a source of glare and can damage sensitive materials. Adjustable window coverings should be provided where direct sun is allowed to enter reading areas.

EXTERIOR LIGHTING

- Parking areas, steps, ramps, paths, plazas, doorways etc. should be adequately lit for safety and security.

LIBRARY FURNITURE

1. LIBRARY STACK

- It is the most ubiquitous(found everywhere) piece of furniture found in a library.
- Stack can be fixed or movable, wooden or metal, modular or space determined.
- Various standards are provided by Bureau of Indian Standards in India and should be used while planning for Library furniture.



Library Racks



Two Tier rack

2.PERIODICAL DISPLAY RACK

A.PIGEON HOLETYPE

- This type of rack has two parts, one being a cupboard in the bottom and other pigeon holes at the top. The usual height and width are 7.5 feet by 6 feet. The depth is about one foot in the pigeon hole and about 1.5 feet in the lower cupboard portion. The cupboard portion is for storing the back volumes of the periodicals and the pigeons holes hold about 36 current.

Pigeon Hole Type Periodical Rack



B.STEP (OR GALLERY) TYPE

- In this type the periodicals are displayed stepwise, each step being 5 cm deep and 15cm high. Length of the rack is generally 90 cm. There may be 4-5 steps and on each step 4-5 journals can be displayed and on a single sided rack 20-25 journals can be displayed.

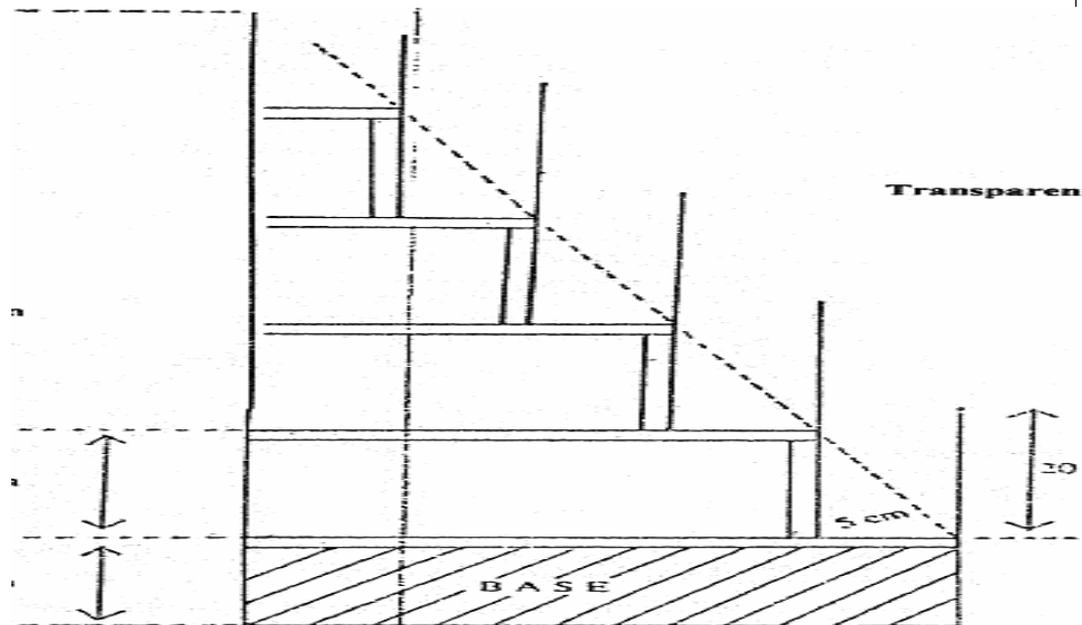
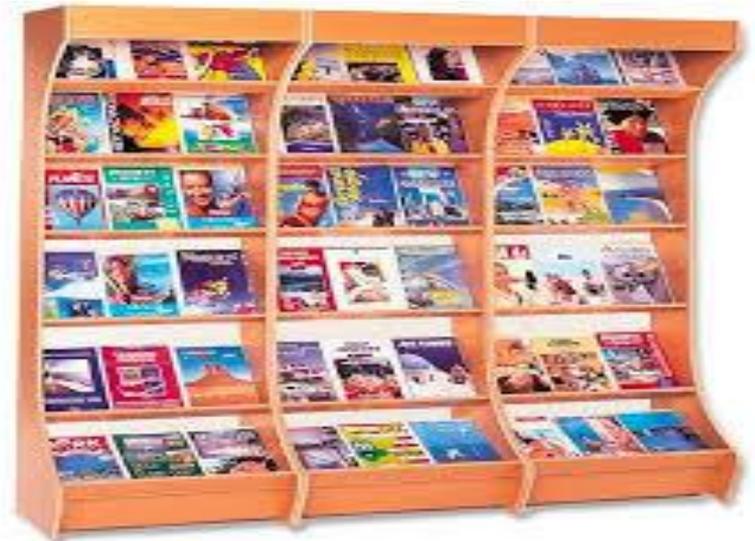


Figure 1 : Periodical Display Rack-Step Type

C.INCLINED TYPE

- This is a box type rack with horizontal shelves, each covered with wooden planks with an inclination to the shelf plank. The shelves can be portioned into pigeon holes, each hole being provided with a wooden support for the periodicals. The inclined plank provides a way of displaying periodicals with the back issues in the space behind the inclined plank. Display space for 25-30 periodicals can be provided in one rack.



3.CARD CATALOGUE CABINET

- The catalogue cabinet is a unit of drawers full of cards specially designed to hold library cards (5 x 3) and equipped with a metal holding rod. These units are available in a wide range of sizes starting from four drawers to about sixty drawers. For convenience and ease of consultation, the trays of drawers are placed on stands of eye level. Each tray can hold about 1,000 thick cards.

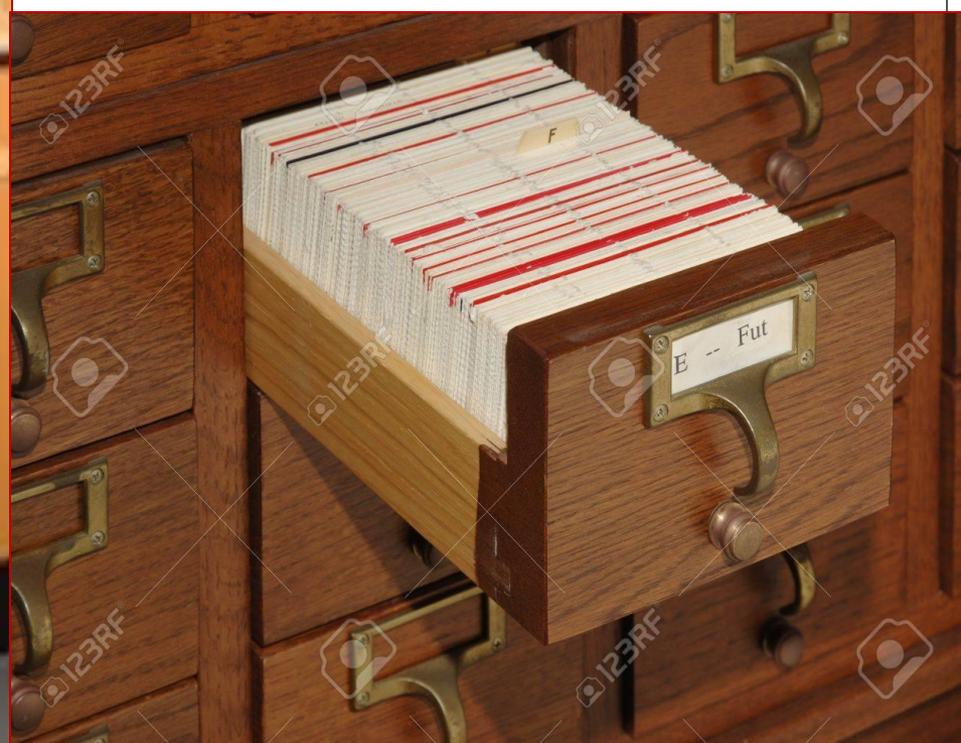
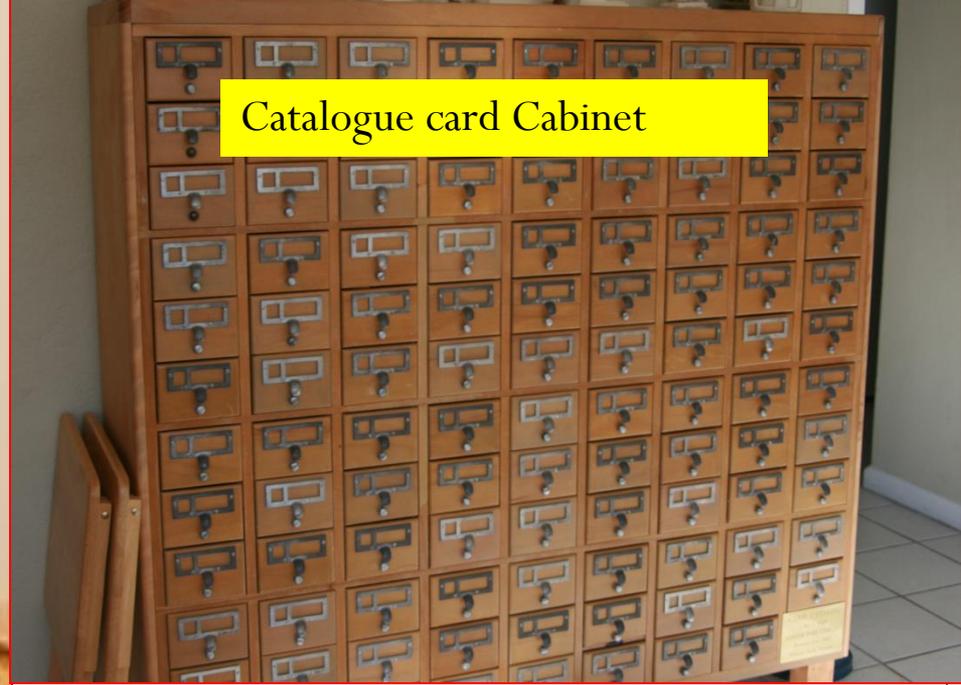
4.CIRCULATION COUNTER

- It is usually designed for two people to work simultaneously. The height of the counter should be 4-5 foot and should have sufficient drawer space to accommodate all the issued documents records. The counter should also have sufficient shelving space for placing the books which are returned by the users. L-shaped and U shaped are common design.

Circulation Counter



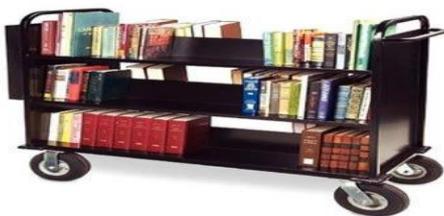
Catalogue card Cabinet



5.SPECIAL FURNITURE ITEMS

Besides the above mentioned library furniture, a few other items worth considering are:

- **BOOK TROLLEY** is a small book rack mounted on wheels, it is very useful for moving books from one area of the library to the other.
- **STAND** used for outsized and bulky reference books with space below for few other reference books.
- **DISPLAY RACK** used for newly acquired books, that can be placed in a prominent position.
- **EXHIBIT CASES** for display of wide range of items.
- **ATLAS STAND** and **NEWSPAPER STAND**



LIBRARY EQUIPMENTS

Various types of equipment that are generally found in a library can be categorized as

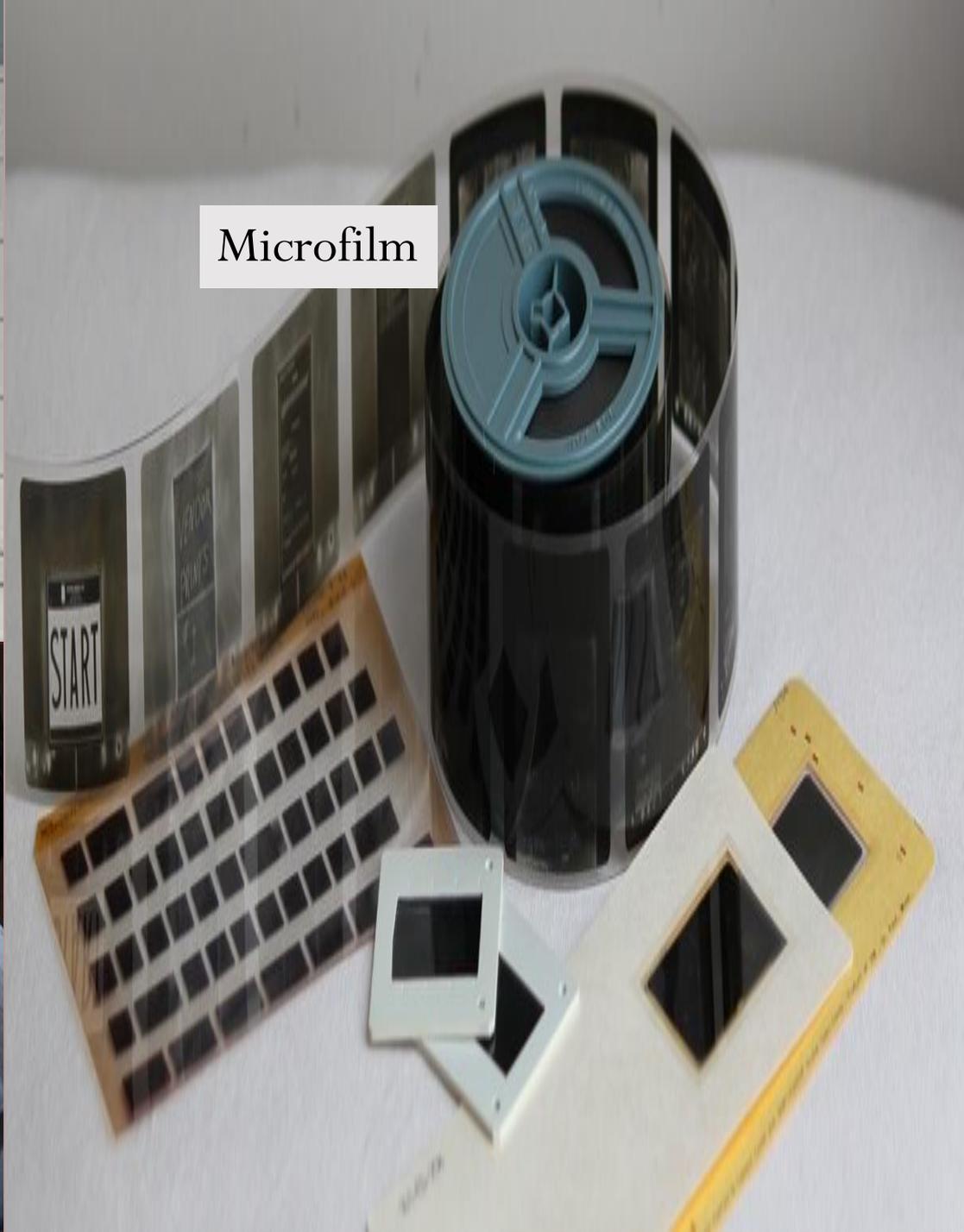
- ☀ Record-keeping equipment used mostly in periodical section. Equipment used for this purpose includes kardex, linedex and loose leaf binders. Kardex (supplied by Remington Rand Co. in India) is used in periodicals control system.
- ☀ Microform reading equipment
- ☀ Copying equipment
- ☀ Non-conventional indexing and filing equipment
- ☀ Filing equipment
- ☀ Computers
- ☀ Photocopying machines
- ☀ Digital camera
- ☀ Scanner
- ☀ Printer



File cabinet



Microform
Reader



Microfilm

LIBRARY FURNISHING

Furnishing process in library depends on:

- age of the users
- amount of use expected
- number of staff
- suggestion from staff
- availability in the market
- vendor evaluation
- price
- sample
- choosing a standard item from the market

Indian Standards for Library Furniture

- Indian Standard 1829 (Part I) 1961
 - Part-1 of this standard prescribes standards for library furniture and fittings-Timber.
- IS1883-1975-Metal Shelving Racks
- IS-1892(Part I)-1978 Specification for library's Furniture fittings-Part I (Timber)
- IS1892(Part II)-1977 Specification for library's Furniture fittings-Part II (Steel)(Singh,n.d.)

Library website for standards related to Library Building and
Furniture:

<https://law.resource.org/pub/in/bis/S03/is.1553.1989.pdf>

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