

“ACKNOWLEDGMENTS “

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Report

The University Of Stuttgart Was Founded In 1829. As One of the First Universities at the State Baden Württemberg. The University Is Specialized In the Science and Technology. The University So Far Has Two Branches One in the Down Town of Stuttgart and the Other One in Vaihingen. This University Started With One school Of Trade With Only Two Teachers and 57 Students. And Now It Has So Far More Than 21000 Students Divided Between Two Campus And More Than 4800 Members Of Staff. This Shows How This University Managed to Have the Ability to Improve Itself Untill It became one Of the Best Universities in the Federal Republic of Germany

The University Library

The Library of the University Of Stuttgart Is Considered One of the Biggest Libraries in the Whole State of Baden Württemberg and Also One of the Biggest University Libraries On The Level of the State Library University. This Library Aims To Serve the Scholars Students And The Staff And Any One Who Belongs To The University. But Also they Work as a University Public Library This Means That They provide their Services to the Whole Community Whether They belong To the University or Not.

The Training Program

The Visit Includes an Comprehensive Training Program That Last for The whole Month and This Training Program Includes Sessions And Also Practice For The Theoretical Explanation Moreover A Several Visits To Another Libraries In The State Of Baden Wurttemberg .

The Training Starts at the Acquisition Department

In This Training Session The Staff Gave Me An Overview About The Acquisition Department Missions And Goals Also they Showed Me How They Receive The Book Request From The Subject Librarian And From The Users By Some Kind Of Form And Then They Start Doing Their Procedures Starting With The Search In The (SWZ) To Know Whether They Have It In The Library Collection Or They Don't And If They Don't They Start Making The Book Order Using The Libro System And Then They Make Sure It's Founded In The Horizon Circulation System . When It Come to the Book Receiving from the Publishers They Told Me That They Usually Receive the Books In A Stable Day in the Week. They Also Told Me About The Obstacles That They Face It In Their Work Every Day And How They Dell With It. But one of the Biggest Problems That They Face It Is the Budget Because Of course them can not fulfill The Whole Book Request That Comes from the Users.

A Visit To The Vaihingen Campus

I Went To The Other Campus Of The University Of Stuttgart In Vaihingen And The Staff Gave Me An Intensive Session About The Digital Library. This Session was one of the Best Sessions In The whole Training Because Of the Amount of the New Information That I Got to Know about the Digital and the Electronic Services Department. This Session Includes New Information About The Library Consortium. A Thing That I Have Never Seen It Before but It Shows To What Degree the University Libraries in Germany Have A Very High Standard of Coordinating between Each Other and How by This Great Level of Corporation They Could Mange to save a lot Of Time Money and Effort By Taking Part In This Consortiums And Also Allow To Their Users To Get Used From The Library Sources That The Whole Libraries have It . This session also includes a Demonstration for the Online Databases That the Library Have It and the Ways of Availability of This Databases. And The Most Used One By The Users Of The Library.

Electronic Service Department

When It Comes To The new projects And Services That the Library Provide It to the Users. In This Session the Staff introduced to me The New Electronic Services and Projects That the Library Is Doing It In The Meantime. They Also Explained To Me These Services And How It Come To Their Mind to Apply It in the Library and Also A Brief Explanation about the History of These Services. Not Only This But Also They Gave Me An Idea About The New Project That They Intend To Start It. And here is some of the Services That They Showed to Me.

- 1- SWB : The South West Catalogue Of Baden Württemberg
- 2- RKS : The Regional Catalogue Of Stuttgart
- 3- LEA2 : The Local Electronic Document Delivery System
- 4- REDI : The Regional Database Information
- 5- EZB : Electronic Journals Library
- 6- ECUS : Electronic Chip Card Of Stuttgart University

Inter Library Loan

The University Library Provides An Interlibrary Lone Service To The Users. The Staff Explained to Me in This Session This Vital Service and How They provide it And The Standard Procedures That They Follow It In Order To Fulfill Any Request That Comes From The Users. This Service Is Free Of Charge and the User Doesn't Have To Pay Any Fees In Order To Use It. The Good Thing about This Service Is the Service Applying. Because they can Get Almost Any Document in Germany. Moreover They Also Participated With Their Collection in This Service Too.

A Visit To The Württemberg State Library

The Concept Of A State Library Is A New One For Me Because In My Country We Don't Have A State Library. But Due To the Federal System That Germany Applying It Each And Every State Have its Own Library. I went For a Visit to the Württemberg State Library This Library Which Was Established In 1765 By Karl Eugene Whom Was the Duke of the State of Württemberg. One Of The Staff Took Me In A Tour Inside The Library And She Gave Me Brief Information About The Library And The Founder Of The Library And The Reasons Behind The Establishment Of This Library. After That We Had a Discussion about the Right of the Legal Deposit. Because As A State library They Have To Acquire All And Every Thing That Is Published In Their State Also They Have To Obtain Every And Each And Every Thing That Is Published About Their State Whether It Was On The Domestic Level Or The International Level . The Library Collections Estimated With More Than Five Million Items. Therefore They Need a larger Building Because the Current Building Which Was Established In 1970 Have Became So Narrow for Their Collections.

The Circulation Department

The Library Draw A Circulation Policy That Reflect The Need To Give The Users The Best Possible Circulation Service. They Are Using The Horizon Circulation System. The Library Allow For Her Users To Borrow Up To 150 Items From The Library Collection For A Period Estimated With One Month And The User Can Make A renew For These Items Up To Three Times And The Renewing Often Done By The Users Online. But When It Comes To the Policy of the Fines There Are Three Levels of Fine

- 1- 5 Days : 1.50 Euro Per Item
- 2- 10 Days : 5 Euro Per Item
- 3- 10 More Days : 10 Euro Per Item

And when The Fine Reaches To 6 Euros The Users Are Not Allow Any More To Borrow Items From The Library Until They Settle These Fines. The Library Also Keep The Users Informed With The Returning Day Of The Item That They Have. By Sending An Email Three Days Before The Returning Date.

OPUS

This Acronym Refers To The Online Publishing In The University Of Stuttgart. This Project Which Was Started In 1997 and Funded by the University Of Stuttgart. And Came Up To The Light In The Spring Of 1998. And So Far it's A Very Promising Project Gathering More Than One Hundred Universities Participated in This Project The Core Of This Project Is The Electronic Dissertations. Since Unleashing the First Version in 1998 They Are Using So Far the Number 4 Version of the OPUS System.

The Cataloging Department

At This Part of Training I Was Totally Convinced That There Is a Lot of Differences Between The Libraries In Egypt And The Libraries In Germany And This Was very Obvious For Me In This Session . Because They Use Different Tools In The Cataloging And The Calcification Process. As I Know That Most Of The Libraries Around The World Are Using The Anglo American Cataloging Rules, But In The Stuttgart University Library They Are Using The (Rules for Alphabetic Cataloging In Scientific Libraries) They re Using This Rules In Cataloging Since The Year 1970 Till Now. But They Are Intending To Replace It Into (REDI) In The Future. As For The Classification They Used To Use The Dewy Decimal Classification Rules Until 1996 When They Replaced It By A Local Invented Classification System. This System Uses A Combination Of Letters And Numbers. At The Beginning It Looked Very Strange For Me but After the Staff Explained To Me the Logic Of This Calcification System It Became No More Strange for Me. The Cataloging Department Also Do The Cataloging And The Classification To The Institutes Libraries At The University Of Stuttgart.

The Acquisition Department (The Dissertation)

The Library Of The University Of Stuttgart Have A Big Dissertation Section. I Was Personally Interested In This Session Because At My Library I am Responsible For Thesis. So It Was A Good Opportunity For Me To Get New Information About This Subject. The Staff There Gave Me An Idea About The Rules And The Cases Of The Submitted Copies To The Library And After That They Explained To Me The Different Kind Of Procedures That They Start Doing It After The Receiving And When I Asked Them About The Organizing Procedures They Answered Me That They Give Every One Of The Thesis A Number Consisting Of The Publishing Year And A Serial Number. The Electronic Publishing For The Thesis Also Is Taking A Lot Of Importance Because Of The Amount Of The Published Thesis Every Year On Opus This Thesis Are Estimated With 350 To 400 Every Year. Whether It Was On PDF Or Word Form. They Allow To The Users To Borrow The Thesis Even The New One But The Thesis Before 1910 Are Not Allowed To Be Borrowed. Every Six Month They Issue a List with the Work That They Have Done It in the Past Six Months. This List Is Now Available Online On the Library Site

A Visit To The University Of Karlsruhe

I Considered This Visit As The Best Visit In The Whole Training. Because Of the New Equipments and Technologies That Is Been Used At the Library of the University Of Karlsruhe. The Library Have Two Buildings And Old One And A New One The Old One Is Now Under Constricting In Order To Be Renew It , And The New One Which Has Been Built From 4 Years Ago Is A Very Modern Building And Uses A Lot Of New Technologies. I Have Seen for the First Time a Self Check in Machine That Allows To The Users To Return The Books That They Have Borrow it From The Library Without Any Help From The Librarian, Also They Have A Self Check Out Directly Throw The System Using The Pc's In The Library To Make A Self Check Out For The Books That They Want To Get From The Library. Not Also this but They Have a Track That They Use It to Transfer the Books or the Other Items to Any Place inside the Library and This Saves A Lot Of Time And Effort. They Also Use an Electronic System for the Lookers and Also an Electronic System For the Inter Library Loan Service. The Library Was Full Of New Machines That Makes The Library Users Fell More Interactive when They Use The Library. Moreover They Have A Very Advanced Alarm System That Prevent Any Steeling From The Library. According To What I Have Seen There They Are Trying To Make Everything Electronically So They Can Save The Human Element For Other Activities. The Whole Things That I Have Seen It There Impressed Me And Make Me Ask Myself About The Cost Of This Equipments And I have Been Told That's Not Cheep At All But It's Very Expensive But Actually It Worth it.

A Visit To The University Of Hohenheim

Visiting More Than One University In Germany Gives Me An Idea About The Academic Learning And Makes Me Form A Sort Of Overview About The Academic Learning In Germany. And Of course visiting The Library AT Hohenheim University Clarified a lot Of Things in My Mind. The Library Which Had Two Branches The Central One Is Located In The Middle Of The University, And The Other One Is Located At The Castle Of Hohenheim I Have Visited The Two Branches. And I Admired With the Branch That Is Located At the Castle Of Hohenheim, And This Because Of the Historical Atmosphere That You Find Yourself In And Because It's Not Familiar For Me To Find An Academic library Located In A Castle That's Why I Was Very Much Astonished. The Tour Was Very Useful For Me Because It Makes Me See A Part Of The German History And Get To Know Some Of German Culture. At The End of the Tour At The Castle Of Hohenheim I Felt That I Had A Lot Of New Information And Also A New Concept That The Palaces Are Not Only Made to Be For the Toutsrtic Purpose But Also To Be Used To Reinforce The Libraries On The Level Of The Country.

A Visit To The Library Of The Faculty Of Architecture University Of Stuttgart

This Library Is Considered As A Central Library For The Libraries Of The Architectures Institutions. And As I Have Been Told They Have 16 Institutions Library Are Followed To This Library That's Why It's Considered As I Mentioned Before A Central Library For The Libraries Of The Architecture Institutions. The Library Doesn't Allow The Borrowing For The Users, But Despite This They Allow The Borrowing Just On The Weekends For only One Night. The Library Holdings Are Estimated With 2000 Books 200 Maps And 200 Town Planning. The Library Is Using An Internal Catalog But This Catalog Is Used For The Items Before The Year 2001.

Periodicals Department

This Is One Of The Departments Which It Do A Brilliant Work With The Huge Amount Of Periodicals That They Deal With It. They Have Explained To Me A Lot About Periodicals From The Choosing Of The Periodicals To The Acquisition Etc. They Have About 2000 Current Printed Title And 26000 Current Electronic Titles. They Permit The Borrowing To Their Users But They Don't Allow The Borrowing For The Issues That Is Issued 10 Years Before. They Also Gave Me An Idea About The Contracts With The Publishers And Suppliers. They Have Also A Massive Budget For The Acquisition Of The Periodicals And The Subscribing In The Electronic Titles Also The bending Of This Periodicals In Order To Preserve It For Long Time. After All It Wasn't An Easy Session For Me Because The Work In This Department Is Very Complicated.

The Final Desiccation With the Library Director

At The End Of The Training A Session Held Between Mr. Stefan The Library Director Mr. Ottmar And Me We Discussed In This Session The Training Program And My Notes Also What Are The Benefits That I Get It On The Practical Level And The Personal Level Too. We Also Discussed The Ways Of Cooperation That It Could Be Established Between Our Libraries. Also We Discussed The Ways That I Can Apply The Things That I Have Seen It Back Home In My Country. Moreover We Discussed Concepts Like The University Public Library And The Interactive Training.

Recommendations

1-**Integrated System:** This Is The Most Complicated Problem That Faces The Library Of Stuttgart University. Because They Are Using Three Different Systems In The Library. And This Make Them Confused Because Working On Three Systems Is Not As Easy On Working On Integrated System. But They Told Me That They Are About To Have An Integrated System And This System Will Be Implemented By The Next Year After They Finish Their Discussion About It.

2- **Bigger Building:** It's Very Obvious That The Stuttgart University Library Needs A New Building With Much More Space In Order To Put The Massive Collection That They Have In Their Library. This Building Will Help Them To Provide Better Services For The Library Users. But They Told Me That They Are Working On This Matter Right Now and They Have Collected 1/3 of the Money That They Will Use It to Build a New Building.

3- **Higher Budget:** Due to the Economic Crisis That Hit the World. The University Administration Decided To Reduce The Library Budget. This Will Reflect Directly On The Providing Services.

Ahmed Atef, German University In Cairo