REVIEW

The emphasis of 2008 was very much on the Centenary Celebrations of the University. Staff members of the Education library were very involved in the Bookjol Celebrations in March as well as the Library Centenary Celebration for staff on 21 June. Exhibitions were set up, a bibliography of books by lecturers of the Faculty of Education was compiled, and many of the staff helped with the arrangements for the events.

The library also contributed to an ACE Distance Education CD Rom which was compiled and published in January 2008.

Collection management (development and weeding) received priority attention in 2008 and this will continue throughout 2009.

A wall was built in the ITC lab to divide the room into a Research Commons and an Audiovisual Centre. It is envisaged that the Research Commons will further be developed in 2009 and 2010.

Three CD cabinets were installed at the circulation desk – a need that has existed for a long time.

Information Literacy Training of clients received much attention and 2107 students went through group training sessions, and 215 students went through individual (one on one) training.
A huge effort was done to load as many articles of the lecturing staff of the Faculty of Education on OpenUp.

A Blog was started for the undergraduate students of the Faculty of Education to help them find the right information for their assignments.

Two new after hours staff started in 2008 in the library to fill the vacancies left by departing staff

**HIGHLIGHTS**

- 21 January - Larry van der Walt starts as after hours information assistant
- 1 March – Arabella Eksteen starts as after hours Information assistant
- 5-8 March UP Bookjol as part of the UP Centenary Celebrations
- 22 April – Johann van Wyk visited Prof Irma Eloff, the new dean of the Faculty
- 22 May – Johann van Wyk visited Prof Irma Eloff, the new dean of the Faculty
- 24 May - Johann van Wyk and Sonja Delport set up an exhibition at the Faculty of Education’s Open Day
- 27 May – Johann attends meeting with Eric Hofstee to plan the research workshops for information specialists
- 30 May – Dr. Cecilia Penzhorn of the Information Science Department of UP visits the Education Library to do a survey on the usage of Library 2.0 tools by staff of the library
- 20 June – Johann van Wyk and Sonja Delport set up an exhibition at the Merensky Library on the Education Library
- 21 June – Library Centenary Celebrations at the Merensky Library for staff and their families
- 25 June – Function with the Merensky Foundation at the Old Merensky Library on the Hatfield Campus
- 30 July – Farewell tea to Wanda Wessels, after hours information specialist
- 1 August – Millie Kriek starts as after hours information specialist
- 28 August – Johann van Wyk and Maggie Moropane attend LIASA AGM meeting at the National Library of South Africa (Pretoria)
- 4 November – Johann van Wyk visits together with Thembi Hadebe the Meetse a Bophelo Primary school in Mamelodi on a fact finding mission. This forms part of the planning for a community project by the Department of Library Services.
- 21 November – State of the library address function for all the staff of the Department of Library Services
- 28 November – End of the Year Breakfast for staff of the Education Library
ALIGNMENT WITH AI/UP STRATEGIC PLANS

1. Enable research & eResearch, Learning & teaching excellence, Sustainability.
   - **Physical Infrastructure:**
     - 3 CD cabinets were bought
     - A new wall was built in the ITC Lab as a first phase of the Researcher Space to divide it from the Audiovisual Centre
   - **ACE Distance Education CD:**
     Designed web pages for Distance Education ACE course on CD (Scanned extra reading material for ACE students, placed these on the CD and built links to these materials on web pages which were placed on this CD. This CD was published in 2008 and handed out to every ACE distance student in 2008 as extra reading material.
   - **OpenUP:**
     Clarisse Venter uploaded 148 articles of lecturers from the Faculty of Education on OpenUP (UP Space)
   - **Blog:**
     Sonja Delport started a Blog for the Undergraduate students of the Faculty of Education. Available at [http://undergraduates-edu.blogspot.com/](http://undergraduates-edu.blogspot.com/)
2. HR

2.1 The library staff attended the following courses, workshops, conferences, seminars, lectures etc:

- Aluka Seminar, in Blue Room, Merensky (10 March)
- Blogging Workshop (60 min) (20 August)
- ClickUp (6 February)
- Copyright Workshop (4 March)
- Disciplinary Code of UP Course (7, 9 & 16 May)
- The e-Book Phenomenon: a new chapter, symposium during the University of Pretoria100 Bookfest and the first South African e-Book Fair, held in Aula, University of Pretoria, Pretoria (7 March)
- Facebook Workshop (16 April)
- Gaming Workshop (60 min) (23 January)
- Google Page Creator Workshop (60 min) (19 March)
- HICSA, 3rd National HICSA (Health Information Community of South Africa) Conference, Onderstepoort (24-25 November)
- LIASA Interlending Training Workshop, University of Johannesburg, Doornfontein Campus (28 August)
- Library 2.0 Tools (60 min) (31 January)
- Microsoft Office 2007 course (21 January)
- MS Excell (5-7 March)
- OCLC Training at Merensky (10-11, 18 December)
- PDF Converter Workshop (9 April)
- Peromnes Course (4-5 August)
- Research Workshop for Information Specialists, presented by Erik Hofstee, at University of Pretoria (10-11 June and 20-21 October)
- RSS Feeds Workshop (60 min) (23 April)
- UP Portal Workshop (29 February)
- SLIS Workshop on the Reference Interview, Anglo American Auditorium, Johannesburg (18 March)
- Turnitin (30 January)

2.2. Presentations/Papers by staff

- Van Wyk, J. 2008. Education Library Blog @ the University of University of Pretoria. Presentation at the Library 2.0 Roadshow, Department of Library Services, University of Pretoria, 3 November, Pretoria. [Online] Available at: https://www.up.ac.za/dspace/handle/2263/8728


2.3. Publications by staff

3. Collection Management:
3.1. Collection Building:
The library received R180 000.00 for collection building and a total of 508 books were bought

3.2. Weeding of Collection:
The collection was evaluated and the following shelves were weeded:
• 500
• 640-649
• 660-699
• 700-779
• 796-799
• 800-839
Approximately 17 000 items were weeded

4. UP Centenary Celebrations:
• Johann van Wyk completed an online bibliography of all the books published by Education Lecturers at UP from 1908-2008
• The Library contributed sources for the Tuksbooks exhibition (books written by lecturers of the University of Pretoria over the past 100 years) during the UP Bookjol.
• Johann van Wyk contributed to the History of the Library project
• Johann van Wyk and Sonja Delport set up an exhibition on the Education Library for the Library Centenary Celebration on 21 June.
• Sonja Delport set up an exhibition on “Weddings in the Academic Information Service” for the Library Centenary Celebration on 21 June.
• Maggie Moropane and Celia Matsoma were involved in the Kids/Youth programme during the UP Bookjol.
• Clarisse Venter and Erica van der Westhuizen traced alumni staff members, contacted each individually, and were responsible for their invitations, gifts, welcoming and general well-being at the Library Centenary Celebration on 21 June.

CHALLENGES

1. There is a shortage of power inlets in the library
2. The heat in the building (no air conditioning) during the summer months is really detrimental to the health of students and staff and to the collection and computer workstations
3. Security risk: caused by open windows which is essential for fresh air in the building? (We lose quite a number of books every year)
4. The glass/Perspex roof above the circulation desk of the library leaks during rain storms
5. The shrinking book budget vs the exponential growth of student numbers each year
6. Number of information specialists vs the exponential growth of student numbers each year
STATISTICS

1. Clients visits:
   - 215808 clients (gate count) visited the library in 2008
   - 26 February was the busiest day with 3865 clients that visited the library
   - The busiest month was February with 28234 clients that visited the library

2. Information Literacy Training:
   - 2107 students went through 49 group information literacy training sessions
   - 215 students went through individual information literacy training

3. Information Searches:
   - 528 short reference questions were answered
   - 624 information searches were done by information specialists

4. Letters of Introduction:
   - 32 letters of introduction to other universities were given

5. ClickUp:
   - 6 ClickUp pages were created

6. UP Space(OpenUp):
   - 148 articles were uploaded

7. Books to Bindery:
   - 248 books were sent to the library to be rebound

8. Circulation:
   - 44 517 items were checked out in 2008

9. Information Sources Usage (In-house Statistics):
   - 461 paper journal volumes were used
   - Paper journal with the highest usage was *Educational Theory*, published by University of Illinois
   - 1093 reference sources were used
   - The *Oxford English Reference Dictionary* were the reference source that were used the most

10. Shelving:
    - ± 40 000 items were shelved (in other words on average 770 items per week or 154 items per day)

11. National Interloans:
    - 421 books were lent out to other libraries via interloans
    - 872 articles were supplied to other libraries via interloans
    - 120 books were loaned from other libraries via interloans
    - 59 articles were received from other libraries via interloans

12. International Interloans:
    - 41 articles received from other libraries via interloans at a cost of R2236.30