### Pickaxe Case Study – Lecture/Workshop Activities

Pickaxe City’s Public Library is one of the libraries in the world that is not computerized. At present a number of citizens of Pickaxe are employed as permanent and volunteer staff to deal with its current library functions. You have been asked to analysis and design how the functions can be computerized and what implications it may raise for the current system. As background information, the functions currently carried out by the library staff are as follows:

* **Maintain library members’ details.** This may involve a number of activities such creating new membership, canceling membership, suspending membership and amending their personal details. Usually the Head Librarian deals with them.
* **Provide lending and reservation services.** This may involve procedures to do with issuing out and returning library items, making reservation and informing members when the reserved item is available, charging fines for lost or late items of loan. Usually the Checkout Desk Librarians handle most of the tasks but only the Chief Librarian can charge the fines and deal with the collection of money.
* **Maintain library stock.** This may involve the purchase of new books and journals for the library, processing the books and making in available for the public, withdrawing books or journals which are torn from circulation and updating the library catalogues. Usually both the Head and Chief Librarians will handle these activities. Every 6 months, the library is closed for a week to carry out stock check.
* **Track usage of the library facilities.** This will involve producing various reports such as report on the number of book being issued on a daily, weekly and monthly basis. The Checkout Desk Librarians usually compiles a list at the end of each day. The Chief Librarian keeps a record of all the fines charged and collection of money for each day. Each Monday, the Head librarian produces a report for the previous week based on the data presented by the Checkout Librarians and Chief Librarian. The library’s Board of Governors would like more reports on the effective usage of the library.