

Digitisation of Information Materials in Academic Libraries in Nigeria: A Case Study of University of Cross River State Library, Calabar, Cross River State

EKANEM B. E. EYO, *Ph.D, CLN*

*Department of Library and Information Science
University of Cross River State (UNICROSS), Calabar
Cross River State, Nigeria*

Phone Number: 08038964583; Email: ekanemeyo45@yahoo.com

CATHERINE O. ELEMI, *Ph.D, CLN*

*University Library
University of Cross River State (UNICROSS), Calabar
Cross River State, Nigeria*

Phone Number: 08038304438; Email: elemikate@gmail.com

Abstract

Job performance of library personnel is one of the essential requirements for achievement of library goals and objectives in public universities. Information materials in academic libraries are acquired, processed, stored, preserved and digitised for effective and efficient service delivery and for posterity. This study was carried out to investigate digitisation of information materials in academic libraries in Nigeria: A case study of University of Cross River State Library Calabar, Cross River State. The survey research design was adopted for the study. The population of the study consists of 55 library personnel, notably librarians and para-professionals working in University of Cross River State library, Calabar, Cross River State. A total enumeration was adopted as the sampling technique. The instrument used to collect data for analysis was questionnaire. The research instrument was validated, to consider its suitability for the study. Data were analysed using descriptive statistics such as frequency counts, simple percentage, mean and standard deviation. The hypothesis was tested at 0.05 level of significance. The findings showed that University libraries are confronted with enormous challenges such as funding, unpreparedness to implement digitisation in the library, lack of automation of library/services, lack of technical personnel with expertise, erratic power supply, lack of digitisation equipment, lack of regular training/retraining of library personnel, among others. The strategies to digitise the university library include: adequate funding by government, preparedness to digitise the library, acquisition of adequate digitisation equipment, employment of qualified technical personnel with expertise, etcetera. The paper recommended among others that library management should take cognisance of these challenges to improve and sustain digitisation of information materials for effective service delivery in University of Cross River State library Calabar, Cross River State, Nigeria.

Keywords: Academic libraries, Challenges, Digitisation of information materials, University of Cross River State library Calabar, Cross River State, Nigeria

INTRODUCTION

Academic libraries are the heart of the institutions that established them. Academic libraries acquire, process, store, preserve and disseminate information from whatever source to users. They housed the intellectual contents of the institutions such as the

administrative output of the institution, directories, reports, scholarly articles, among others. The intellectual contents in the libraries also include: conference proceedings, seminar papers, master theses, Ph.D dissertation, Bachelor's degree projects, inaugural lectures, university newsletter, lecturers' scholarly articles/publications, textbooks, term papers, journals, manuscript documents, and many other materials belonging to or originating from the university or elsewhere, that are generally available to anyone (Eke, 2011; Musa & Musa, 2012; Udem, Okeke & Onwurah, 2015). There is the need for such information materials to be kept, preserved, and made available in a more convenient and accessible format. This calls for digitisation which is the process of converting analogue materials to digital/electronic format.

The term digitisation has been variously defined by different authors. Digitisation is the effort to digitise the intellectual property of the institutions. Digitisation is a process of converting non-digital born documents to digital formats. Udem, et al. (2015) defined digitisation as the conversion of non-print materials to digital form. According to Merriam-Webster Dictionary (2023), to digitise is to convert (something, such as data or an image) to digital form. Margaret Rouse (2023) opined that digitisation is the process of converting physical source material into digital source material. Nevertheless, the digitisation of information materials in academic libraries depends on the availability of digital and non-digital contents. These contents are information materials which are born digital, that is, they are not created, and are always used in digital formats or forms, while non-digital contents have to be created by a process of digitisation.

The goal of digitisation is to preserve and project analogue information and make it possible for computing devices to work with it. Digitisation of information materials in academic libraries adds value to the libraries. It opens up new audiences and services for libraries to maximise its effectiveness, it enhances access to library resources and improve preservation of library materials as well as improve the efficiency of information search mechanisms. Digitisation goes beyond just converting paper documents into digital formats. By digitising documents, libraries can reduce paper usage, save storage space, and improve collaboration. However, digitisation of information materials in academic libraries is anchored on funding, regular power supply, infrastructure, Internet connectivity, readiness of academic libraries in terms of acquisition of knowledge and skills on how to carry out digitisation service, adequate training opportunities on digitisation, awareness of digitisation process in libraries, adequate library personnel, among others.

Despite the importance and benefits of digitisation of information materials in academic libraries, digitisation projects in academic libraries are confronted by enormous challenges such as inadequate funding, lack of trained personnel, lack of readiness to implement digitisation, inadequate knowledge and skills, shortage of technical staff, sustainability/maintenance problems, erratic power supply, lack of digital equipment such as digital machines, scanners, digital cameras, CD-ROM, and high cost of digital equipment, among others (Udem, Okeke, & Onwurah, 2015; Obiozor-Ekeze, 2021; Olubiyo, Achebe & Olubiyo, 2022). These, probably, contribute to difficulties in performing jobs to expectation and low level of performance. These have been a cause for concern. There is the need to investigate some challenges of digitisation of information materials in academic libraries in Nigeria: A case study of University of Cross River State library, Calabar, Cross River State.

Statement of the problem

The researchers' observation and preliminary investigations revealed that most university libraries are not digitised. They are not given adequate attention they deserved. Studies have revealed that academic libraries are confronted by a number of challenges such as funding, lack of trained personnel, cost of digitisation equipment, shortage of technical staff, lack of ICT equipment, legal/ copyright issues, and so on (Pandey & Misra, 2014; Udem, et al., 2015; Obiozor-Ekeze, 2021). Furthermore, interaction with library personnel showed that information materials in University of Cross River State library, Calabar, Cross River State are not digitised due to the fact that the university library is not automated or computerised.

If the management of the university libraries do not take cognisance of these challenges to automate and digitise the information materials in their libraries in this 21st century, this will negatively impact on services delivery to users. Hence this study was carried out to investigate digitisation of information materials in academic libraries in Nigeria: A case study of University of Cross River State library, Calabar, Cross River State.

Objective of the study

The main objective of this study was to investigate digitisation of information materials in academic libraries in Nigeria: A case study of University of Cross River State library, Calabar, Cross River State. Specifically, this study intends to:

1. determine the challenges of digitisation of information materials confronted by University of Cross River State library, Calabar, Cross River State, and,
2. strategise on how to digitise information materials for effective services in University of Cross River State library, Calabar, Cross River State.

Literature review

A well-established academic library is essential for academic institution. As a focal point for teaching, learning, and research, it is expected to provide standard information materials. Today, the traditional preservation of information materials in academic libraries is no more tenable in this 21st century. Academic libraries are to think of how remain relevant in the digital era. The 21st century is an era of explosion in digitisation, fueled by the advent of smartphones, tablets, cloud computing, and the Internet of things. This era is characterised by the digitisation of almost everything, that is, from books and newspapers to television and radio (Margaret Rouse, 2023). Digitisation has been driven by the development of new technologies and an increasing demand for more efficient and accessible ways to handle information. There are a lot of purposes for digitisation of information materials in academic libraries. Three reasons stated by Otubelu and Ume (2015) are, there is a need to preserve endangered library resources, the improvement of the efficiency of information search mechanism, and digitisation improves access to library resources.

Oni, Abu, Ekeniyere (2018) opined that digitisation increased access to library materials, improve library services, effective preservation of library materials, speedy retrieval of documents, simultaneous search of library materials and improving library visibility. In the same vein, Pandey and Misra (2014) opined that it is to make access facilities to these information materials, to preserve the age old materials for long use, better search and retrieval facilities for library types of materials. Furthermore, Oni et al. (2018) stated that, digitisation holds the advantage of providing library collection

electronically; thereby improving access to library resources, the opportunity to search for collections rapidly and eliminating the issues of distances, alienating space constraints and cost of print collection. It also creates visibility not only of the library's content, but the scholarly work (theses, dissertation, project work, seminar papers, conference proceedings, working papers and technical reports) within the university and raises the profile of an institution by showcasing digital collections which can be a useful public relation exercise.

Furthermore, the researcher also citing Margaret Rouse (2023) opined that the purpose of digitisation of information materials in academic libraries are, durability, redundancy, easy access, easy retrieval, improved storage and organisation, remote collaboration, data manipulation and analysis, accessibility and inclusion. Nevertheless, with the aforementioned advantages, academic libraries are confronted with enormous challenges of digitisation of information materials. The advent of digital technology and digitisation of library materials have posed a great deal of challenges to major stakeholders. In developing countries, particularly Nigeria, the challenges are enormous. It ranges from funding, readiness of academic libraries in terms of skills and knowledge to implement digitisation, digitisation equipment, institutional policy, erratic power supply to training/capacity building. Umar (2018) cited in Eyo (2022) study affirmed that funding of library services in Nigeria has been a long standing problem for several decades. This is in line with Simisaye, Salisu and Awodoyin (2018) statement that, inadequate funding to Nigerian libraries hampered the abilities of libraries to invest in human capital development needed for the delivery of library services.

Regrettably, a report of a study cited in Eyo (2021) revealed the responses in an interview of 25 head librarians showing that funds had been a big problem for libraries to sufficiently provide quality ICT based information services to their users. Similarly, a survey reported on use of ICTs in public libraries in ten (10) Anglophone African countries found that all libraries studied pointed out lack of funds and inadequate ICT personnel. This corroborates Olubiyo et al. (2022) study that the challenges confronted by academic libraries in Nigeria, first and foremost is inadequate funding while others such as purchase and maintenance of modern equipment, training of staff follow. Udem et al. (2015) citing Pandey and Misra (2014) affirmed that the challenges of digitisation of library resources include: legal aspects/issues of copyright, cost/funding, technophobia, technical expertise, inadequate technology, infrastructures, refreshing, emulation, continuous migration, bandwidth, difficulty in digitising some materials.

Oni, et al. (2018) also identified some of these challenges to include: inadequate funds, lack of digitisation equipment, inadequate knowledge and skills, lack of institutional policy and lack of electricity support. According to Obiozor-Ekeze (2021), major constraints in the digitisation process include: lack of ICT infrastructure, high cost of digitisation equipment, poor funding, shortage of technical staff, sustainability/maintenance problems as well as legal/copyright issues. In the same vein, Mutula and Ojedokun (2008) challenges of digital library development in Africa identified include: severe financial constraints, inadequate infrastructure, (that is, electricity, telephone line, building, etcetera), outdated staff training opportunities and facilities, harsh environmental conditions, acceleration equipment degradation, inadequate salaries and difficult working conditions, and inadequate skills in strategic planning and in grant proposal for Digital Library Projects.

A study carried out by Oni, et al. (2018) showed the challenges affecting the digitisation projects in libraries as follows: lack of planning digitisation, inadequate funding, inadequate skilled personnel, inadequate computer technology, high cost of purchasing equipment, erratic power supply, copyright issues/management, poor Internet connectivity, use of unstable software, Hardware problem, preservation of digital resources, space constraints. Furthermore, the result of their findings showed that the respondents unanimously strongly agreed that inadequate funding is one of the major challenges inhibiting effective and efficient digitisation of library resources in academic libraries with a mean score of ($\bar{x} = 3.64$), while other challenges agreed by respondents with their mean score include: high cost of purchasing equipment ($\bar{x} = 3.40$), inadequate skilled personnel ($\bar{x} = 3.33$), erratic power supply ($\bar{x} = 3.28$), lack of adequate planning for digitisation ($\bar{x} = 3.22$), copyright issues/management ($\bar{x} = 3.16$), preservation ($\bar{x} = 3.12$), technology ($\bar{x} = 3.2$), space constraints ($\bar{x} = 2.73$).

In a study reported in Gbaje (2016), it therefore showed that academic and research libraries in Nigeria are lagging behind in library automation because of inadequacy of information technology (IT) skilled library staff. Nevertheless, Baron, Oyeniran and Ateboh (2013) asserted that the readiness of academic libraries in terms of skills and knowledge to implement digital library services has been the major challenge facing digital library projects in Africa. Another problem of digitisation of information materials in academic libraries is staff training and retaining to acquire a combination of traditional, ICT and digitisation skills. More importantly, digitisation in this 21st century needs ICT knowledge on how ICT functions and how to apply ICTs in library services delivery. By the researcher observations, most library professionals who may have the traditional skills do not have the ICT skills which augment the traditional skills.

Many library personnel in Nigeria still lack various forms of technical and ICT skills, particularly high level knowledge of computer that are requisite for library work in general that will help them to troubleshoot and assist users in all areas of service need (Bamidele, Omeluzor, Imam & Amadi 2013; Obukohwo, 2015; Ochogwu, 2016; Gbaje, 2016), hence finding it difficult in keying into this library modern trend. Furthermore, power outages and epileptic power supply in university libraries are most prevalent. Ogunrombi and Ossai-Ugbah (2014) affirmed that this is a recurring decimal in Sub-Saharan African countries. Unavailability and instability of power supply adversely affect most university libraries (Nkanu & Eyo, 2013). Moreover, no equipment can function without adequate electricity. It could result in incessant destruction of digitization equipment which cannot be easily replaced (Nkanu & Eyo, 2013; Olubiyo, et al. 2022). The issue of power has to be given a priority in an environment of epileptic power supply.

On strategies to digitise information materials for effective service delivery, Olubiyo, et al. (2022) study showed that many librarians lack the basic computer training required in the art of digitisation, there is need for continuous training to build library staff capacity in equipment maintenance and software management. Similarly, Olubiyo, et al. (2022) stated the following: training of staff, organisation of seminars, workshops, and conferences on digitization sensitisation network, funds assigned for digitisation projects in academic libraries should be faithfully used. In the same vein, they stated that necessary infrastructure should be put at all local and national level. They also advised library management to accord high priority to computerisation and

digitisation. Adegbeji and Akporhonor (2021) study supported that as new technologies emerge, librarians and other staff involved in the digitiation project should be trained. Workshops should be organised at local and national level by library associations and interested bodies for the training of library personnel on digitisation issues.

Olubiyo et al. (2022) in their study, mentioned different efforts made in Nigeria to achieve the training of library personnel on digitisation issues. These include: the National Interactive Seminar on Digitisation of Library Materials: Processes and Tools, organised by the National Library of Nigeria from 16th -20th July, 2007 at the University of Jos Library. Another impressive instance is a workshop tagged “Managing of digital library resources” being organised by the Information Technology Section of Nigerian Library Association, to be hosted by Nnamdi Azikiwe Library, University of Nigeria, Nsukka from 11th – 16th October, 2009. Such workshops exposed library personnel to all they needed to develop a digital library for the benefit of uses and the society. Furthermore, Eke (2011) stated that there is need to create a named digital library for the institution where all the digitised materials should be stored and some precautions taken in order to achieve that aim. According to Jagboro and Omotayo (2012), it is when this is done that libraries in developing countries of the world can upload their peculiar local content to the world information database.

Research methodology

The survey research design was adopted for this study. The population of the study consists of 55 library personnel, notably librarians and para-professionals working in University of Cross River State library Calabar, Cross River State. The University of Cross River State Calabar is a public university situated in Cross River State, in South-South Geopolitical Zone of Nigeria. A total enumeration was adopted as the sampling technique. The instrument used to collect data for analysis was questionnaire. The research instrument was validated, to consider its suitability for the study. Data were analysed using descriptive statistics such as frequency counts, simple percentages, mean, standard deviation. The hypothesis was tested at 0.05 level of significance.

FINDINGS

Table 1: Questionnaire distribution and response rate

S/N	Name of university library	No. of questionnaire administered	No. of questionnaire returned	Response rate (%)
1	University of Cross River State library, Calabar, Cross River State	55	43	78.1
		55	43	78.1%

N = 78.1%

Table 1 showed that out of 55 questionnaire distributed to the respondents, only 43 usable questionnaire were completed and returned. This accounted for 78.1%. The study investigated the challenges of digitisation of information materials in University of Cross River State library, Calabar, Cross River State, Nigeria as presented in Table 2.

Table 2: Challenges of digitisation of information materials confronting University of Cross River State library Calabar, Cross River State, Nigeria

S/N	Challenges of digitisation of information materials confronting University of Cross River State library Calabar, Cross River State, Nigeria	SA	A	D	SD	Mean	Decision
1	My library is significantly underfunded.	15	25	0	3	3.90	Accepted
2	My library is unprepared to implement digitisation in the library.	23	13	4	3	3.40	Accepted
3	My library lacks technical personnel with expertise.	23	12	8	0	3.34	Accepted
4	My library lacks digitisation equipment.	19	18	3	3	3.26	Accepted
5	My library and services are not automated.	23	13	4	3	3.40	Accepted
6	Digitisation equipment is expensive.	15	3	25	0	2.76	Accepted
7	Staff are not regularly trained and retrained to acquire digitisation and ICT skills in digitisation process for effective services.	15	13	12	3	2.76	Accepted
8	My library is faced with erratic power supply	4	8	13	18	2.76	Accepted
Weighted mean						2.50	

The data presented in table 2 shows eight (8) identified items on the challenges of digitisation of information materials in University of Cross River State library Calabar, Cross River State, Nigeria. The findings from table 2 revealed that all the eight (8) items listed, My library is significantly underfunded ($\bar{x} = 3.90$), My library is unprepared to implement digitisation in the library ($\bar{x} = 3.34$), My library lacks technical personnel with expertise ($\bar{x} = 3.34$), My library lacks digitisation equipment ($\bar{x} = 3.26$), My library and services are not automated ($\bar{x} = 3.40$), Digitisation equipment is expensive ($\bar{x} = 2.76$), Staff are not regularly trained and retrained to acquire digitisation and ICT skills in digitisation process for effective services ($\bar{x} = 2.76$), My library is faced with erratic power supply ($\bar{x} = 2.76$) respectively had mean (\bar{x}) score above 2.50 criterion benchmark above average. It therefore means that there are multifarious challenges confronted by University of Cross River State library Calabar, Cross River State, Nigeria. The study further seeks respondents' opinions on strategies to digitise information materials in University of Cross River State library Calabar, Cross River State, Nigeria as presented in table 3.

Table 3: Strategies to digitise information materials in University of Cross River State Library Calabar, Cross River State, Nigeria

S/N	Strategies to digitise information materials in University of Cross River State library, Calabar, CRS	SA	A	D	SD	Mean	Decision
1	Adequate funding by the government.	23	13	4	3	3.40	Accepted
2	There should be significant preparedness to digitise the library on the part of library management and staff to acquire skills and knowledge in digitisation.	15	25	3	0	3.34	Accepted
3	Acquisition of adequate digitisation equipment such as cameras, scanners, digitisation machines, and so on.	19	18	3	3	3.26	Accepted
4	Regular training/capacity building of library personnel in digitisation and	25	15	0	3	3.90	Accepted

	equipment maintenance through conferences, workshops, seminars.							
5	Employment of qualified technical personnel with expertise in digitisation.	23	15	5	0	3.40	Accepted	
6	There should be serious concern to automate the university library/services.	25	15	0	3	3.90	Accepted	
7	The government should support digitisation project in the university library through grants to make digitisation easier and quicker.	25	15	3	0	3.90	Accepted	
8	There should be provision of regular power supply/support.	18	19	3	3	3.26	Accepted	
Weighted mean						2.50		

The data presented in table 3 shows the eight (8) identified items on strategies to digitise information materials in the University of Cross River State library Calabar, Cross River State, Nigeria. The findings from table 3 revealed that all the eight (8) strategies listed: Adequate funding by the government ($\bar{x} = 3.40$), There should be significant preparedness on the part of library management and staff for skills and knowledge of digitization ($\bar{x} = 3.34$), Acquisition of adequate digitisation equipment such as cameras, scanners, digitisation machines, and so on ($\bar{x} = 3.26$), Regular training/capacity building of library personnel in digitisation and equipment maintenance through conferences, workshops and seminars ($\bar{x} = 3.90$), Employment of qualified technical personnel with expertise in digitisation ($\bar{x} = 3.40$), There should be serious concern to automate the university library/services ($\bar{x} = 3.90$), The government should support digitisation project in the university library through grants to make digitisation easier and quicker ($\bar{x} = 3.90$), There should be provision of regular power supply/support ($\bar{x} = 3.26$) respectively had mean (\bar{x}) score higher than 2.50 criterion benchmark which is above average. It can therefore be inferred that the strategies would be highly effective for the digitisation of information materials in University of Cross River State library, Calabar, Cross River State, Nigeria.

DISCUSSION OF FINDINGS

Findings on challenges of digitisation of information materials in University of Cross River State library, Calabar, Cross River State, Nigeria revealed that all the eight items listed had mean (\bar{x}) scores above 2.50 criterion benchmark which is above average. Therefore, the respondents' responses attracted high challenges confronting University of Cross River State library, Calabar, Cross River State, Nigeria. The finding supported the findings of many authors. These include: first and foremost, inadequate funding while others such as purchase and maintenance of modern equipment, training of staff follow (Olubiyo, Achebe & Olubiyo, 2022). Obiozor-Ekeze (2021) study affirmed lack of ICT infrastructure, high cost of digitisation equipment, poor funding, shortage of technical staff, sustainability/maintenance problems as well as legal/copyright issues.

Furthermore, the findings supported Oni et al. (2018) study which showed the respondents unanimous strong agreement that inadequate funding is one of the major challenges inhibiting effective and efficient digitisation of library resources in academic libraries, while other challenges include: high cost of purchasing equipment, inadequate skilled personnel, erratic power supply, lack of adequate planning for digitisation,

copyright issues/management, preservation, technology, space constraints. This finding is in line with Baron, Oyeniran and Ateboh (2013) assertion that the readiness of academic libraries in terms of skills and knowledge to implement digital library services has been the major challenge facing digital library projects in Africa. Udem et al. (2015) citing Pandey and Misra (2014) affirmed that the challenges of digitisation of library resources include: legal aspects/issues of copyright, cost/funding, technophobia, technical expertise, inadequate technology, infrastructures, refreshing, emulation, continuous migration, bandwidth, difficulty in digitising some materials. It also supports Oni, et al. (2018) study which include: inadequate funds, lack of digitisation equipment, inadequate knowledge and skills, lack of institutional policy and lack of electricity support.

Findings on strategies to digitise University of Cross River State library Calabar, Cross River State, Nigeria, are quite revealing. The finding showed high effective strategies to digitise information materials for quality service delivery. The finding corroborates Olubiyo, et al. (2022) study that there is need for continuous training to build library staff capacity in equipment maintenance and software management. Similarly, Olubiyo, et al. (2022) identified the following: training of staff, organisation of seminars, workshops, and conferences on digitisation sensitisation network, funds assigned for digitisation projects in academic libraries should be faithfully used. In the same vein, they stated that necessary infrastructure should be put at all local and national level. They also advised library management to accord high priority to computerisation and digitisation. Adegbeji and Akporhonor (2021) study supported that as new technologies emerge, librarians and other staff involved in the digitisation project should be trained. Workshops should be organised at local and national level by library associations and interested bodies for the training of library personnel on digitisation issues.

Furthermore, Eke (2011) stated need to create a named digital library for the institution where all the digitised materials should be stored and some precautions taken in order to achieve that aim. According to Jagboro, Omotayo (2012), it is when this is done that libraries in developing countries of the world can upload their peculiar local content to the world information database.

CONCLUSION

Today, in the 21st century modern libraries there is need to digitise information materials to deliver services to users irrespective of location and time. Digitisation of information materials in academic libraries has provided general improvement of the efficiency of the library services, create access to information materials, save time and cost effectiveness in relation to search time, as opposed to a manual search which is slow and tedious. Where this is lacking, posed challenges as well as negative impact on library service delivery in Nigerian academic libraries.

However, this paper concluded that notwithstanding all benefits inherent in digitisation of library materials, there are enormous challenges confronting academic libraries in digitisation of information materials in Nigeria. Findings from this study revealed that the University of Cross River State Library Calabar, Cross River State, Nigeria is not left out. It is faced with numerous challenges such as funding, lack of technical personnel with expertise, unpreparedness to implement digitisation in the

library, erratic power supply, lack of digitisation equipment, lack of regular training and retraining of library personnel to acquire digitisation and ICT skills, among others. Furthermore, on strategies to digitise information materials in the University of Cross River State Library Calabar, Cross River State, Nigeria, the finding identified the following strategies, Adequate funding by the government, Significant preparedness on the part of library management and staff for skills and knowledge of digitisation, Acquisition of adequate digitisation equipment such as cameras, scanners, digitisation machines, and so on, Regular training/capacity building of library personnel in digitisation and equipment maintenance through conferences, workshops and seminars, Employment of qualified technical personnel with expertise in digitisation, Serious concern to automate the university library/services, Government support of digitisation project in the university library through grants, Provision of regular power supply/support.

Therefore, government, library management and stakeholders should take cognisance of these challenges faced by the university library and provide adequate budgetary allocation for employment of qualified and skillful personnel for functional library services to users in the 21st century in University of Cross River State library, Calabar, Cross River State, Nigeria.

RECOMMENDATIONS

To successfully carry out digitisation of information materials in academic libraries in Nigeria:

1. Adequate funding by the government are needed to buy digitisation equipment, employ technical staff with expertise, train and retrain personnel as well as power supply/support.
2. There should be significant preparedness on the part of library management and staff to acquire necessary skills and knowledge of digitisation project in libraries.
3. Library management should accord high preparedness and priority to computerisation and digitisation of library and materials.
4. Adequate digitisation equipment such as cameras, scanners, digitisation machines, and so on should be acquired and made available in the library.
5. There should be regular training and retraining opportunities for library personnel on digitisation issues.

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