

## Library Statistics (1 Oct – 31 Dec 2017)

### 1 Acquisitions: Print & Non Print Materials (by Titles)

Acquisitions Source	1 Jul 2017 – 30 Sep 2017	1 Oct 2017 – 31 Dec 2017
Vendors through GeBIZ and quotations	190	<b>101</b>
LC Jakarta	137 serials	<b>104 serials</b>
Donations, Gifts & Deposits	45	<b>76</b>
<b>TOTAL</b>	<b>372</b>	<b>281</b>

#### 1.1 E-Resources (databases)

Review of six subscribed databases was completed in Nov with some adjustments on the configurations. The six databases – the Bibliography of Asian Studies, JSTOR, Project Muse, ProQuest, Stratfor Global Intelligence Brief, and Economist Intelligence Unit – collectively allow library users to access over 9,600 titles for the coming year.

#### 1.2 Newspapers

For 2018, Library is subscribing to 16 international newspapers, 12 of which are from the region. The table below shows the full list:

No.	Newspaper (print version only, unless otherwise stated)	Country
1	<i>Jakarta Post</i> (online only)	Indonesia
2	<i>Malaysiakini</i> (online only)	Malaysia
3	<i>New Straits Times</i>	Malaysia
4	<i>Sinar Harian</i> -- in Malay	Malaysia
5	<i>The Edge Malaysia</i> (print and online, bundled with online access to <i>The Edge Singapore</i> )	Malaysia
6	<i>The Star</i> (online only)	Malaysia
7	<i>Business Times</i> (print and online)	Singapore
8	<i>Straits Times</i> (print and online)	Singapore
9	<i>Zaobao</i> -- in Chinese (online only)	Singapore
10	<i>Bangkok Post</i>	Thailand
11	<i>Matichon Daily</i> -- in Thai	Thailand
12	<i>Matichon Weekly</i> -- in Thai	Thailand
13	<i>Asian Art Newspaper</i>	International
14	<i>Financial Times</i>	International
15	<i>New York Times International</i> (print and online)	International
16	<i>Nikkei Asian Review</i> (print and online)	International

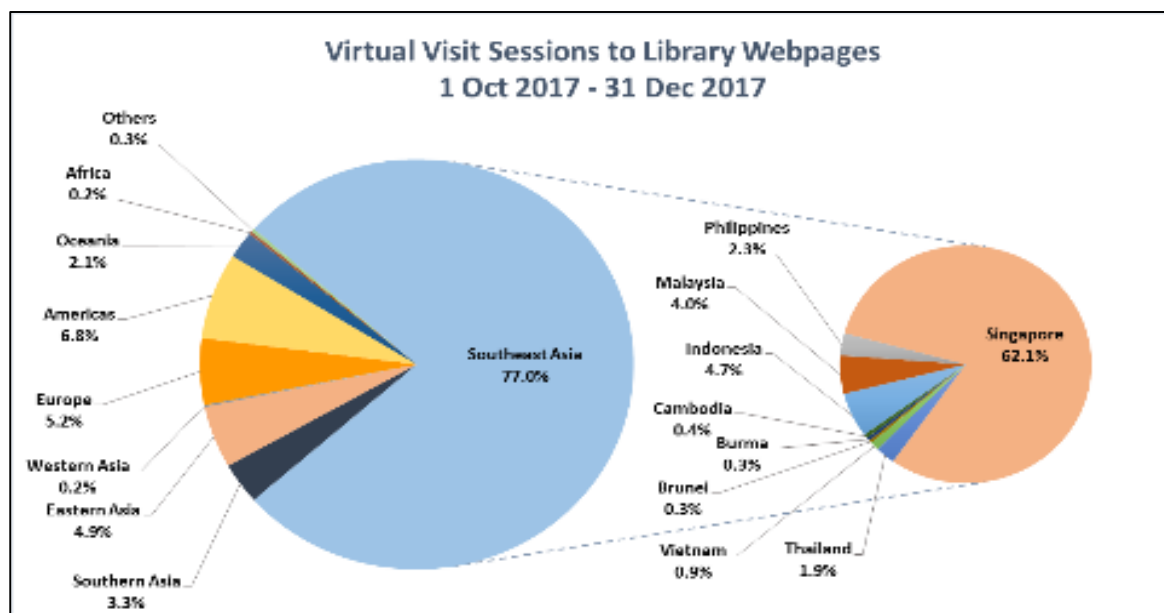
### 1.3 Journals

The Library completed its review of journal subscriptions in Oct 2017. In total, the Library subscribes to 75 journals in 2018.

## 2 Collection Management

The Library accessioned 704 titles (494 monographs and 210 journal articles) during this period, including items from Prof Wang Gungwu's latest donation that arrived on 31 Oct 2017. For the non-print materials, the Library archived approximately 15.5 hours of audio and video recordings arising from in-house seminars, conferences, workshops and symposiums transferred from Admin.

## 3 Circulation and Reference Services



### 3.1 New User Registration

User Category	1 Oct 2016-31 Dec 2016	1 Jul 2017-30 Sep 2017	1 Oct 2017-31 Dec 2017
ISEAS Researchers	18	28	21
Local University Students/Staff	4	20	11
Local Pre-University Staff/Student	12	1	10
Foreign Academic Students/Staff	31	20	25
Govt/Statutory Boards	7	4	7
Local and foreign independent researchers not affiliated to an academic institution^	1	2	1
Others (General Public, Private organisations, etc)	5	11	4
<b>Total Users</b>	<b>78</b>	<b>86</b>	<b>79</b>

### 3.2 Library Visitorship (Physical)

Visitor Profile	1 Oct 2016-31 Dec 2016	1 Jul 2017-30 Sep 2017	1 Oct 2017-31 Dec 2017
ISEAS researchers	866	1,121	957
Local University Students & Staff	29	67	69
Local Pre-university Students/Staff	23	6	34
Foreign Academic Students/Staff	43	79	65
Govt/Statutory Boards	9	15	7
Group Visits	51	69	0
Local and foreign independent researchers not affiliated to an academic institution	0	9	4
Others (General Public, Private organisations, etc)	140	232	258
<b>Total Library Visits</b>	<b>1,161</b>	<b>1,598</b>	<b>1,394</b>

Since 2013, the Library has started tracking the number of visitorships. It's noticed that the visitorship has showed a steady increase, from 3,265 in FY13 to 5,714 in FY16. For this quarter, the Library recorded 1,394 visitors. The ratio between internal and external visitors remains 3 to 7. Among those foreign visitors, the Library received 4 delegates from National Library of China (NLC) who were under NLB-NLC Staff Exchange Programme. They toured the ISEAS Library and exchanged views with our staff on the reference service and research support.

In addition to the foreign peers, the Library also received 3 librarians from Singapore Management University Libraries who were tasked to build a private papers collection for the University. Mr Pitt shared with SMU colleagues on the process and standards of archival material management, before they were led on a guided tour that focused mainly on the private paper collections relevant to their interests.



*Delegates from National Library of China visited ISEAS Library on 12 Nov 2017.*



*Librarians from SMU Libraries visited ISEAS Library on 18 Dec 2017.*

In this reporting period, 3% of our visitors viewed Yusof Ishak Gallery (YIG) and NSC Archaeology Unit Gallery respectively. Dr Du Jifeng, Visiting Fellow, wrote on the YIG guest book after his short affiliation with ISEAS: “一个好的图书馆是进行求知研学的第一步。你们在如此优秀的图书馆，真的为你们骄傲，愿 ISEAS 越办越好。(A good library is the first step leading to the knowledge and research. I am proud for you for having such an excellent library. Wish ISEAS every success in future endeavours.)”

A library user, Dr Quek Chin Joo, Deputy Registrar of Nanyang Polytechnic, also left a good review on Library posted on the ISEAS Facebook page, after his visit in Nov 2017: “Excellent library for research on Southeast Asia.”

### 3.4 Reference Enquiries

For this quarter, the Library processed 86 enquiries. 39 (49%) came from ISEAS researcher, followed by foreign academic students and staff (20%) and local academic students and staff (10%).

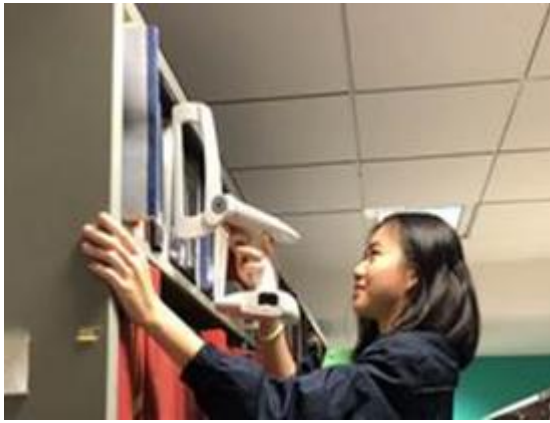
### 3.7 Library Collection Usage

The usage of the Library collection has shown a moderate and steady increase since the Library extend the borrowing privileges to external users in 2013. The table below shows the volume of library transaction for the period reported.

<b>Consultation &amp; Usage</b>	<b>1 Oct 2016- 31 Dec 2016</b>	<b>1 Jul 2017- 30 Sep 2017</b>	<b>1 Oct 2017- 31 Dec 2017</b>
Items borrowed or renewed	1,360	1,344	1,301
Interlibrary loans from ISEAS to other libraries	8	19	6
Interlibrary loans from other libraries to ISEAS	22	10	5
Document Delivery Service from ISEAS to other libraries	0	1	0
Document Delivery Service from other libraries to ISEAS	0	0	0
In-house consultation	1,386	702	1,265
Photocopying, printing and scanning service	1,669 pages	7,665 pages	3,081 pages
Private Papers consulted	0 pages	43,500 pages	18,250 pages

### 3.8 Library Internship

In 2013, ISEAS Library initiated an internship programme with students during school vocation, starting from Raffles Girls’ School (RGS). The 5<sup>th</sup> run of the internship programme with 5 RGS students was organised between 14 Nov and 27 Nov 2017. The students worked on the various tasks including processing of private papers, processing digitised microfilm images, collection stocktake, etc.



*Highlights from RGS Programme 2017. (Top left) processing of private papers; (Top right) processing of digitised microfilm images; (Bottom left) collection stocktake using RFID device; (Bottom right) Group presentation sharing the work experience at ISEAS Library.*

The main activities of this year's programme was to research on private paper of Dr Mary Somers Heidhues (a veteran anthropologist, now resides in Germany) deposited in Oct 2017. The students were trained on how to handle the primary materials and compiled a collection catalogue with their annotations. Below is the thoughts shared by students through their work on this collection:

*"We were amazed by Dr Heidhue's ability to understand multiple languages, including Dutch and German, she also did not let her inability to speak Bahasa Indonesia hinder her research as well, looking for translators to help her interpret the text. Her determination was truly inspiring. Her use of KeySort cards to organise her collection also open our eyes to a different time, one where the digitalisation of information was not yet common, the level of organisation and time it must have took to compile her life work into hundreds of keysorts cards would have required a tremendous amount of patience, which is not easily found in today's generation."*

Through the programme, students have a better and deeper understanding of the professional role of librarians in supporting research and how the various departments of the Library interact internally to provide service to the end-users.

In addition to the annual RGS internship programme, the Library also received 3 student volunteers from Department of Information & Library Science, Airlangga University, Indonesia, from 18-29 Dec 2017. They worked on the Made Wijaya photograph collection to provide metadata of 399 photographs, mainly taken in Indonesia.





*Students working on the Made Wijaya photograph collection through online database SealionPLUS.*

### **3.9 Use of Library for Media Filming**

In this quarter, the Library received 19 filming requests by media, slightly more than last quarter of 15 filming. The following photographs show the filming conducted at the various locations at the Library:



*\*Interview with Dr Tang Siew Mun, at Library Level 2 Study Corner, 14 Nov 2017.*



*\*Interview with Dr Norshahril Saat at S. Rajaratnam Corner, 29 Nov 2017, by MediaCorp.*



*\*Interview with Mr Wan Saiful Wan Jan at Library Level 1, 1 Dec 2017, by MediaCorp.*



*\* Interview with Dr Lee Hwok Aun at Wang Gungwu Corner, 1 Dec 2017, by MediaCorp.*