**T.JOHN COLLEGE LIBRARY**
**Dept. of Library and Information Centre**
**Gottigere, Bangalore**

# Barcode:

A barcode, consisting of bars and spaces, is a machine-readable representation of numerals and characters.In order to establish a library barcode system, a unique item number must be assigned to each circulation item, and a corresponding barcode must be placed somewhere on each item's surface or interior. The barcode is **essentially a visual representation of the item number**, which can be read electronically by a scanner.

## IMPORTANCE OF THE BARCODE IN LIBRARY:

A bar-coding system is simply **an arrangement of bars that show numbers and letters**. when using Library Management system, each barcode image is programmed to identify the title of book, author name, item number, volume number etc. ... Barcodes are used in libraries to label books, magazines, CD & DVDs.

## CREATING BARCODE LEVEL:

The T John College Library is fully automated for all the library house keeping works. Library is using LIBSYS software for automated Library activities.

For Printing barcode we are following some steps:

step 1 go cataloguing>report>title check list

step 2 give any name like abc etc. what ever you want

step 3 now type acc. no or select the particular range of acc no. by pressing by range key

step 4 now select output option>barcode label

step 5 now press print option

step 6 give upper and lower text and press ok

step 7 now press print, it will print your barcode label

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Date 16/11/23

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