

METHODOLOGICAL NOTES ON LIBRARY ACTIVITIES SURVEY

Statistics on library activities are received as a result of an annual survey covering the libraries with Collection above than 200 thousand numbers.

Subject of observation is the activity of the libraries.

The National Library "St. St. Cyril and Methodius", the regional and community libraries, the libraries at universities and special libraries are units of observation. Their activity covers the following key characteristics: library collection (books, continued editions and other library documents), the readers, visitors, employment, Loans to users, income and expenditure.

According to BDS EN ISO 2789 - Information and Documentation, International Library Statistics, the following definitions were applied:

The library is an independent organization or part of an organization whose main objective is to keep a fund of documents and through the activities of its staff to facilitate the use of documents that are necessary to meet the informational, research, educational and recreational needs of their users.

Library collection is all documents in a library, intended for its users.

The book is a non-periodical publication with at least 49 pages, published in a particular country and made available to the public.

Continued editions are documents in printed or unprinted form, which are published as successive parts, usually with a digital or chronological designation and without preliminary restriction on the duration of the issue, independently of its frequency (yearbooks, newspapers, magazines and other documents such as reports, works of institutes, series from conferences and of monographs).

Current receiving continued editions are those, received on subscription, exchange, deposit and donations during the reference year and registered in the file or notebook.

Other library documents:

- Audio-visual document - a document which is not a microforms or electronic document and requires the use of technical device to be seen and/or hear out;
- Electronic document - the document with machine-readable form;
- Graphic document - a document whose main feature is the graphics;
- Microform - a generic term for the medium, as a rule, a film containing micro effigy (picture);
- Patents and Standards.

Registered user is a person or organization who are enrolled in a library to use documents held by it or in and outside the library.

Library staff:

- An employee in the library - a person who works in the library for salary;
- Qualified Librarian - a person working in a library that has a library education and/or education in information sciences.

Territorial scope

Data on the number of libraries, library collection, readers, library visits and loans to users is presented of a national level and statistical regions. The staff at libraries is presented by statistical regions and districts