

Career Guidance Sources in Libraries: A Study of Arts & Science Colleges Affiliated to Thiruvalluvar University, Tamil Nadu

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(Received 25 January 2022; Revised 20 February 2022; Accepted 4 March 2022; Available online 27 April 2022)

Abstract - Employment problem plays a pie vital role in India. Nowadays Higher educational institutions concentrating on students career Opportunities and conducting campus recruitment drives to provide employment at the end of course. Purpose of this paper deals with the availability Career Guidance resources and Services providing institutions in Arts and science colleges affiliated to Thiruvalluvar University, Vellore. Objective of the paper is to know the status of the college libraries and information centres, their services and availability of Career Guidance books, periodicals, financial sources and other infrastructure facilities. Methodology is that, systematic questionnaire has prepared and distributed to selected Arts and science colleges for data collection. After collecting the data were sorted out and fed into the computer excel for analysis. It is observed from the study that increase more collection of career guidance resources in most of the Government colleges and Self financing institutions, create awareness programmes, utilize social media for updating of employment opportunities among the students and Infrastructure facility to be increased.

Keywords: Career Guidance Sources, Employment Problem, Arts & Science Colleges, Higher Educational Institutions and Thiruvalluvar University, Government Aided, Self Financing Institutions

I. INTRODUCTION

Employment for younger generation is one of the major problems in India. The union Government and Ministry of Education, University Grants Commission is taking initiatives for the students' employment. As part of the Government role, higher educational institutions also taking initiatives and conducting campus recruitment drive for the final year UG and PG Students. Accordingly Library and information centres plays a vital role for career guidance to their users in all Arts & Science colleges., through providing of books for NET, SET, CSIR-JRF, UPSC, TNPSC, BSRB, RRB, SSC, LIC, Defense Service etc., Magazines viz. Careers360, Employment News, Pratiyogita Darpan, Competition Success Review, Competition refresher and General Knowledge Today etc.

Apart from that News Papers also providing information about the employment opportunities viz. The Hindu-Every Wednesday, The Indian Express-every Tuesday and Daily Thanthi on Sundays and so on. Usually Final year Undergraduate and Postgraduate students are utilizing these resources regularly. The study conducted to know the status of utilization of Career Guidance resources in the Library

and information centres of a particular Arts and science colleges affiliated to Thiruvalluvar University. There are many reputed colleges affiliated to these university, and they providing higher education from more than 60 years.

II. REVIEW OF LITERATURE

Analyzed the role of libraries and librarians in Management College student empowerment of career guidance, career counselling, and overall career development in Trichy and Pudukkottai districts. It creates awareness about different careers among the students and librarians towards career development activities programs. This study may help to create responsiveness among the Management College and librarians to find out how to cater to their students and enhance students' personality, skills, confidence, and students' employability to develop their career (Sakkaravarthi & Thanuskodi, 2020).

The career seekers need different types of information at various stages of their career search. As the educated unemployment is crucial in Kerala, it is the duty of the libraries being social institution, to provide the required information to the unemployed youths in the State (Koovakkai & Dineshan 2006). The researchers studied to know the information literacy skills among job seekers to analyzed the methods to increase information literacy skills and find out the problems faced while accessing information among job seekers. According to their study found out that majority of the job seekers are searching jobs in central, state Government and banking sectors etc. (Manthiramoorthi, M. *et al.*, 2018).

III. OBJECTIVES OF THE STUDY

1. To identify the Arts and Science colleges under the Thiruvalluvar University.
2. To know the availability of Career Guidance resources in these colleges.
3. To find out the category wise Career Guidance resources in these colleges.
4. To observe the online facility availability in these colleges.
5. To inspect the utilization of these resources.
6. To create awareness about Career Guidance resources at the non availability of institutions.

- To give suggestions to improve the facilities at the non availability of institutions.

IV. RESEARCH METHODOLOGY

There were 87 colleges affiliated to Thiruvalluvar University, including Government, Government Aided, Autonomous, Non Autonomous, and Self financing colleges. The researcher has taken 12 Colleges randomly from this University based on the Geographical Area. A Systematic Questionnaire has designed and distributed to these colleges, each college 25 questionnaires have distributed, total 300 questionnaires were distributed and among these 284 filled questionnaires collected back. The data were collected from Staff, students and Librarians of the concerned colleges. After collecting the questionnaire data were sorted out category wise and fed into the computer excel for data analysis.

V. PURPOSE OF THE STUDY

In order to know the career guidance facilities and services providing institutions among the Thiruvalluvar University

affiliated colleges, type of service providing, type of resources available in their institutions, Librarians and Management contributions for the sake of students career.

If Employment awareness programmes conducted impact of the programmes and type of institutions and their involvement for the students career. Based on the information collected the investigator has to give suggestions, to conduct orientation programmes, awareness programmes and special lectures for the students community about the career guidance resources and institutions involvement.

VI. DATA ANALYSIS AND DISCUSSIONS

The collected data have been sorted out and tabulated further, they classified as,

2 Government Colleges, 6 Government Aided Autonomous colleges and 4 Self Financing institutions. Each questionnaire wise tables are made with detailed explanation.

TABLE I DISTRIBUTION OF QUESTIONNAIRE TO ARTS & SCIENCE COLLEGES

| Sl. No. | Name of the Institutions | Type of Institutions | No. of Questionnaire Distributed | No. of Questionnaire Received | Percentage |
|---------|---|----------------------|----------------------------------|-------------------------------|------------|
| 1 | Auxillium College (Autonomous), Vellore | Govt. Aided | 25 | 25 | 100% |
| 2 | C.Abdul Hakeem College(Autonomous), Ranipettai | Govt. Aided | 25 | 23 | 92% |
| 3 | C.Kandasamy Naidu College for Women, Cuddalore | Govt. Aided | 25 | 24 | 96% |
| 4 | D.K.M.College for Women (Autonomous), Vellore | Govt. Aided | 25 | 23 | 92% |
| 5 | Government Thirumagal Mill's College, Gudiyattam | Government | 25 | 23 | 92% |
| 6 | Islamiah College (Autonomous), Vaniyambadi | Govt. Aided | 25 | 25 | 100% |
| 7 | K.M.G.College of Arts & Science, Gudiyattam | Self Finance | 25 | 25 | 100% |
| 8 | Marudhar Kesari Jain College for Women, Vaniyambadi | Self Finance | 25 | 24 | 96% |
| 9 | Sacred Heart College (Autonomous), Thirupattur | Govt. Aided | 25 | 25 | 100% |
| 10 | Shanmuga Industries Arts & Science College, Thiruvannamalai | Self Finance | 25 | 23 | 92% |
| 11 | St.Joseph's College of Arts & Science (Autonomous), Cuddalore | Self Finance | 25 | 23 | 92% |
| 12 | Thiru Kolanjiappar Government Arts College, Virudachalam | Government | 25 | 24 | 96% |
| Total | | | 300 | 284 | 95% |

The table I reveals that total 300 questionnaires were distributed to 12 Arts and Science colleges, among this 284 filled questionnaires were received back, the response rate is 95%. Further it is found from the table 100% response from Auxillium College, Islamiah College K.M.G. College of Arts and Science and Sacred Heart College. Next to this C.Kandasamy Naidu College for

Women, Marudhar Kesari Jain College for Women, and Thiru Kolanjiappar Government Arts College 96% responded. Rest of the colleges 92% responded. It is also observed from the table that overall response there were seven colleges responded more than 96 % includes Government, Government Aided, and self financing institutions.

TABLE II LIBRARY STATISTICAL DETAILS OF THE COLLEGES

| Sl. No. | Name of the Institutions | Total No. of Volumes | Total No. of Periodicals | No. of Career Guidance Magazines | No. of Career Guidance Books | Computer Systems |
|---------|--|----------------------|--------------------------|----------------------------------|------------------------------|------------------|
| 1 | Auxillium College | 80 | 75 | 6 | 2150 | 40 |
| 2 | C. Abdul Hakeem College | 25 | 50 | 2 | 650 | 10 |
| 3 | C. Kandasamy Naidu College for Women | 35 | 55 | 2 | 610 | 20 |
| 4 | D.K.M. College for Women | 55 | 31 | 6 | 925 | 30 |
| 5 | Government Thirumagal Mills College | 25 | 45 | 3 | 560 | 12 |
| 6 | Islamiah College | 82 | 125 | 6 | 2550 | 42 |
| 7 | K.M.G. College of Arts & Science | 15 | 35 | 3 | 300 | 12 |
| 8 | Marudhar Kesari Jain College for Women | 25 | 60 | 5 | 580 | 20 |
| 9 | Sacred Heart College | 83 | 120 | 10 | 2230 | 45 |
| 10 | Shanmuga Industries Arts & Science College | 15 | 75 | 5 | 620 | 15 |
| 11 | St. Joseph's College of Arts & Science | 25 | 75 | 3 | 420 | 15 |
| 12 | Thiru Kolanjiappar Government Arts College | 55 | 50 | 4 | 550 | 10 |

It is evident from the table II that there will be 3 colleges viz. Auxillium College, Islamiah College and Sacred Heart College have more than 80 thousands volumes of books. On the other hand two colleges have only 15 thousand volumes. Viz. K.M.G. College of Arts & Science and St. Joseph's College of Arts and Science. In case of periodicals Islamiah College have subscribed highest no. of periodicals that is 125, Next to this 75 periodicals subscribed by Auxillium College, Shanmuga Industries Arts and Science College and St. Joseph's College of Arts and Science. It is further found from the table that highest number of Career Guidance

magazines subscribed by the Auxillium College and Islamiah College that is 6 Number. It is also observed from the table Auxillium College, Islamiah College and Sacred Heart College having highest number of Career Guidance books viz. 2150, 2550 and 2230 respectively and table II that there are three colleges Auxillium College, Islamiah College and Sacred heart College having highest number of Computer systems 40, 42 & 45 respectively. Whereas C. Abdul Hakeem College, Government Thirumagal Mill's College, K.M.G.College of Arts and Science and Thiru Kolanjiappar College is having only 10 computer systems.

TABLE III AVAILABILITY OF TYPE OF CAREER GUIDANCE BOOKS

| Sl. No. | Name of the Institutions | Civil Service | RRB | SSC | UPSC | TNPSC | Professional NET/SET/JRF | Defence Service | Interview | Soft Skills | Motivation | Overall Percentage |
|--------------------|--|---------------|-----|-----|------|-------|--------------------------|-----------------|-----------|-------------|------------|--------------------|
| 1 | Auxillium College | Y | Y | Y | Y | Y | Y | NA | Y | Y | Y | 90% |
| 2 | C.Abdul Hakeem College | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | 80% |
| 3 | C.Kandasamy Naidu College for Women | NA | Y | Y | Y | Y | Y | NA | NA | NA | NA | 50% |
| 4 | D.K.M.College for Women | Y | NA | Y | Y | Y | Y | NA | Y | Y | y | 80% |
| 5 | Government Thirumagal Mills College | Y | Y | NA | Y | Y | Y | Y | NA | NA | NA | 60% |
| 6 | Islamiah College | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | 100% |
| 7 | K.M.G.College of Arts & Science | Y | Y | Y | Y | Y | Y | Y | NA | NA | NA | 70% |
| 8 | Marudhar Kesari Jain College for Women | Y | NA | NA | Y | Y | Y | NA | Y | NA | NA | 50% |
| 9 | Sacred Heart College | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | 100% |
| 10 | Shanmuga Industries Arts & Science College | NA | Y | Y | Y | Y | Y | NA | NA | NA | NA | 50% |
| 11 | St.Joseph's College of Arts & Science | Y | Y | Y | Y | Y | Y | Y | NA | NA | NA | 70% |
| 12 | Thiru Kolanjiappar Government Arts College | Y | Y | Y | Y | Y | Y | NA | NA | NA | NA | 60% |
| Overall Percentage | | 83 | 83 | 83 | 100 | 100 | 100 | 50 | 50 | 52 | 41 | |

Y = YES, NA= Not Available

The table III depicts that type of career guidance sources overall, it shows that two colleges viz. Islamiah College and Sacred Heart College having 100% career guidance books in their institutions. Next to this C. Abdul Hakeem College and D.K.M. College for Women having 80% or Career guidance books. C. Kandasamy Naidu College for women, Marudhar Kesari Jain College for Women and Shanmuga Industries Arts and Science colleges were having

50% of Career guidance sources. On the other part overall colleges individual type of resources UPSC, TNPSC & Professional Course books placed high score that is 100%, similarly Civil service, RRB, and SSC books 83% and rest of the category of books viz. Defence Service, Interview books, soft skills and Motivation books score 50% and below the level available in these institutions.

TABLE IV AVAILABILITY OF TYPE OF CAREER GUIDANCE PERIODICALS

| Sl. No. | Name of the Institutions | Competition Success Review | Competition Success Refresher | Competition Success G.K. Today | Pratiyogita Darpan | Careers 360 | Employment News | Soft Skills | Overall Percentage |
|--------------------|--|----------------------------|-------------------------------|--------------------------------|--------------------|-------------|-----------------|-------------|--------------------|
| 1 | Auxillium College | Y | Y | Y | Y | Y | Y | Y | 100% |
| 2 | C.Abdul Hakeem College | Y | Y | Y | NA | NA | Y | NA | 57% |
| 3 | C.Kandasamy Naidu College for Women | Y | Y | NA | NA | NA | Y | NA | 42% |
| 4 | D.K.M.College for Women | Y | Y | Y | Y | NA | Y | NA | 71% |
| 5 | Government Thirumagal Mills College | Y | NA | NA | NA | NA | Y | Y | 42% |
| 6 | Islamiah College | Y | Y | Y | Y | Y | Y | Y | 100% |
| 7 | K.M.G.College of Arts & Science | Y | NA | NA | NA | NA | Y | NA | 28% |
| 8 | Marudhar Kesari Jain College for Women | Y | Y | NA | NA | NA | Y | NA | 42% |
| 9 | Sacred Heart College | Y | Y | Y | Y | Y | Y | Y | 100% |
| 10 | Shanmuga Industries Arts & Science College | Y | NA | NA | NA | Y | Y | Y | 57% |
| 11 | St.Joseph's College of Arts & Science | Y | Y | NA | NA | NA | Y | Y | 57% |
| 12 | Thiru Kolanjiappar Government Arts College | Y | Y | NA | NA | NA | Y | NA | 42% |
| Overall Percentage | | 100% | 75% | 41% | 33% | 33% | 100% | 41% | |

Y= Available NA= Not Available

The table IV shows that Auxillium College, Islamiah College and Sacred Heart College having 100% Career Guidance Periodicals, next to this D.K.M. College for women have subscribing 71% of periodicals. On the other hand overall colleges are 100% subscribing Competition Success Review and Employment News, where as

Pratiyogita Darpan and Careers 360 periodicals are 33% only subscribed by these colleges. Overall observations from this table are all colleges are given importance to Employment News and Completion Success Review next to this competition Success Refresher.

TABLE V AWARENES PROGRAMMES ORGANIZED

| Sl. No. | Name of the Institution | Orientation To Users | Awareness Programmes |
|---------|--|----------------------|----------------------|
| 1 | Auxillium College (Autonomous) | Yes | Yes |
| 2 | C.Abdul Hakeem College(Autonomous) | Yes | Yes |
| 3 | C.Kandasamy Naidu College for Women | Yes | No |
| 4 | D.K.M.College for Women (Autonomous) | Yes | Yes |
| 5 | Government Thirumagal Mills College | Yes | No |
| 6 | Islamiah College (Autonomous) | Yes | Yes |
| 7 | K.M.G.College of Arts & Science | Yes | No |
| 8 | Marudhar Kesari Jain College for Women | Yes | No |
| 9 | Sacret Heart College (Autonomous) | Yes | Yes |
| 10 | Shanmuga Industries Arts & Science College | Yes | No |
| 11 | St.Joseph's College of Arts & Science (Autonomous) | Yes | No |
| 12 | Thiru Kolanjiappar Government Arts College | Yes | No |

It is observed from the table V General Orientation Programmes are conducted every year by these institutions, on the other hand both Orientation and Awareness programmes conducted for Career Guidance resources Usage by Five colleges viz. Auxillium College, C. Abdul

Hakeem College, D.K.M. College for women, Islamiah College and Sacred Heart College. It is further found that rest of the 7 colleges have to conduct awareness programme for student's career development.

TABLE VI STUDENTS USAGE OF CAREER GUIDANCE RESOURCES - BOOKS

| Sl. No. | Name of the Institutions | TNPSC | UPSC | NET/SE T/JRF | Defence Service | Civil Service | RRB | BSRB | SSC |
|---------|--|-------|------|--------------|-----------------|---------------|-----|------|-----|
| 1 | Auxillium College (Autonomous) | R | R | R | O | MO | R | R | MO |
| 2 | C.Abdul Hakeem College(Autonomous) | R | R | R | MO | O | R | R | R |
| 3 | C.Kandasamy Naidu College for Women | R | R | R | O | O | R | R | MO |
| 4 | D.K.M.College for Women (Autonomous) | R | R | R | O | MO | R | R | MO |
| 5 | Government Thirumagal Mills College | R | R | R | O | O | R | R | MO |
| 6 | Islamiah College (Autonomous) | R | R | R | MO | O | R | R | R |
| 7 | K.M.G.College of Arts & Science | R | R | R | O | O | R | R | R |
| 8 | Marudhar Kesari Jain College for Women | R | R | R | O | O | R | R | MO |
| 9 | Sacred Heart College (Autonomous) | R | R | R | MO | O | R | R | R |
| 10 | Shanmuga Industries Arts & Science College | R | R | R | O | O | R | R | R |
| 11 | St.Joseph's College of Arts & Science (Autonomous) | R | R | R | O | O | R | R | R |
| 12 | Thiru Kolanjiappar Government Arts College | R | R | R | O | O | R | R | MO |

R=Regularly MO=Monthly Once O=Occasionally

The table VI expose the usage of Career guidance resources by the students. It is found that TNPSC, UPSC, Professional Course books are regularly utilized by the all college students. In case of Defence service books monthly once utilized by C. Abdul Hakeem College, Islamiah College and Sacred Heart College, rest of the colleges are occasionally using these resources. On the other part Civil Service Exam books Auxillium College and D.K.M. College for women monthly once using, rest of the colleges occasionally borrowing these resources.

It is also found from the table that Staff Selection Commission (SSC) books regularly borrowed by 50% of the colleges viz. C. Abdul Hakeem college, K.M.G. College of Arts & Science, Islamiah College, Sacred Heart College, Shanmuga Industries Arts & Science College and St. Joseph's College of Arts & Science (Autonomous), rest of the institutions Monthly once borrowing these resources. Overall observations from this table are TNPSC, UPSC, RRB and BSRB books are highly utilized by the students.

TABLE VII OTHER CAREER GUIDANCE SERVICES

| Sl. No. | Name of the Institution | Separate R/AL/C | Indication Marks | Intimation to Students | Extension Service to Outsiders | Internet Facility Provided | Printing Facility | Points Scored | Overall Percentage |
|---------|--|-----------------|------------------|------------------------|--------------------------------|----------------------------|-------------------|---------------|--------------------|
| 1 | Auxillium College | Y | Y | Y | Y | Y | Y | 6 | 100% |
| 2 | C. Abdul Hakeem College | Y | Y | Y | NA | Y | NA | 4 | 66% |
| 3 | C. Kandasamy Naidu College for Women | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 4 | D.K.M. College for Women | Y | Y | Y | NA | Y | NA | 4 | 66% |
| 5 | Government Thirumagal Mills College | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 6 | Islamiah College | Y | Y | Y | Y | Y | Y | 6 | 100% |
| 7 | K.M.G. College of Arts & Science | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 8 | Marudhar Kesari Jain College for Women | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 9 | Sacred Heart College | Y | Y | Y | Y | Y | Y | 6 | 100% |
| 10 | Shanmuga Industries Arts & Science College | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 11 | St. Joseph's College of Arts & Science | Y | NA | Y | NA | Y | NA | 3 | 50% |
| 12 | Thiru Kolanjiappar Government Arts College | Y | NA | Y | NA | Y | NA | 3 | 50% |

Y= Yes, NA=Not available

The table VII reveals that Auxillium College, Islamiah College and Sacred Heart College have providing 100% facilities for Career Guidance to their students. Next to this C. Abdul Hakeem College and D.K.M. College for Women provides 66% of facilities in their institutions. Rest of the

colleges are scored 50% service facility. It is also found from the table that Separate Rack, Intimation to Students and Internet facility 100% provided by all the institutions and 75% of colleges not having Printing facility in their Libraries.

TABLE VIII SOURCE OF FUNDS FOR PURCHASE OF GUIDANCE SOURCES

| Sl. No. | Name of the Institutions | Special Fee | UGC Grants | Management Allotment | Autonomous Grant | DST Fund | Overall Sources Points |
|---------|--|-------------|------------|----------------------|------------------|----------|------------------------|
| 1 | Auxillium College | A | A | A | A | A | 5 |
| 2 | C. Abdul Hakeem College | A | A | A | A | A | 5 |
| 3 | C. Kandasamy Naidu College for Women | NA | NA | A | NA | NA | 1 |
| 4 | D.K.M. College for Women | A | A | A | A | A | 5 |
| 5 | Government Thirumagal Mills College | A | NA | NA | NA | NA | 1 |
| 6 | Islamiah College | A | A | A | A | A | 5 |
| 7 | K.M.G. College of Arts & Science | NA | NA | A | NA | NA | 1 |
| 8 | Marudhar Kesari Jain College for Women | NA | NA | A | NA | NA | 1 |
| 9 | Sacred Heart College | A | A | A | A | A | 5 |
| 10 | Shanmuga Industries Arts & Science College | NA | NA | A | NA | NA | 1 |
| 11 | St. Joseph's College of Arts & Science | A | A | A | A | A | 5 |
| 12 | Thiru Kolanjiappar Government Arts College | A | A | NA | NA | NA | 2 |

A=Available, NA=Not Available

It is found from the table VIII that there were 6 Colleges viz. Auxillium College, C. Abdul Hakeem College, D.K.M. College for Women, Islamiah College, Sacred Heart College and St. Joseph's College of Arts and Science getting all type of Financial resources. On the other hand Government Thirumagal Mill's College and Thiru Kolanjiappar Government Arts College getting Special Fee and UGC Grants. Rest of the colleges are getting only management fund only.

VII. SUGGESTIONS

The analysis shows that overall observations from the above discussions some of the important suggestions given below.

1. It is to be suggested that more number of Career Guidance Magazines to be subscribed in the Government, Government Aided colleges and self financing institutions and Career guidance books in Government Aided & self financing institutions to be purchased.
2. Suggested that to improve No of computers systems in Government and Self financing institutions.
3. For Career guidance magazines Competition success G.K. Today, Pratiyogita Darpan, Careers 360 and Soft Skills periodicals to be subscribed 60% of the colleges, also suggested that Defense Service books, SSC and Civil Service Books usage will be improved among the students.
4. Library should have additional rooms to keep Career Guidance/Reference books safely.

5. It is also suggested that printing facilities to be provided 75% of the colleges and sufficient financial allocation to be given 50% of the institutions.
6. Sufficient awareness programmes to be conducted in 70% of colleges, it includes Government, Government Aided and self financing colleges.

VIII. LIMITATIONS OF THE STUDY

The geographical limitation of the study is under Thiruvalluvar university affiliated colleges and among them selected colleges taken into account for data collection. Only Arts and Science colleges covered for this study.

IX. CONCLUSION

In India Employment problem is the common phenomena, it is an incessant duty of the Union and State Government to eradicate the problem. Past two decades higher educational institutions plays an important role for recruiting them in a reputed career, for that they are conducting campus interviews prior to completion of students studies. Every academic institution is having Career Guidance Cell in their institutions apart from that the Librarians are playing another important role for student's career guidance. Based on the above study it is fact that user awareness programmes to be conducted in the respective institutions and financial allocations to procure career guidance books, periodicals and other infrastructure facility to encourage and boost up the students interest. The management of the institutions, Librarians, Coordinator of Career guidance Cell

and the Government together should take initiatives and furthermore concentration to be given to final year UG and PG students for their employment.

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