

BoG LIBRARY

ENHANCING STAFF KNOWLEDGE, SUPPORTING DEPARTMENTAL OPERATIONS

At a glance!

The Library opens promptly at 8.00am. Even before the time, staff who report to work very early visit the Library to read the dailies, watch trending news or take a cup of their regular cappuccino boxed with Laté as they while away the early hours of the morning.

As our core mandate, acquisition of books have been made both for Departments and the Regional Offices.

What we are doing ?

Daily circulations of Articles from our subscribed Technical Journals et al:

- The Information Alerts
- The Central Banking Online
- Financial Times online
- The Ghana Country Risk Report
- Encouraging feedback from users

What we will be doing?

- Sensitization of staff on the use of the Online Public Access Catalogue (OPAC) to be able to access the Library from their desktop.
- Carrier bags to hold borrowed books for convenience
- Hold networking sessions with other special libraries to encourage inter-Library support.
- Refurbishment of Regional Libraries and Documentation Centres (will be working with the Estates and Projects and the Procurement and Transport Offices)

IN STOCK

Legal Publications

- ◆ Acts
- ◆ Ghana Gazettes
- ◆ Legislative Instruments
- ◆ Executive Instruments
- ◆ Books and Technical Journals on the various operations of the Bank
- ◆



KNOWLEDGE



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SPECIAL POINTS OF INTEREST

- Technical Journals for Information Alert.
- Challenges and advantages Librarians face in the Digital age.
- Sharing Information and Knowledge
- Season Greetings
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BOG LIBRARY SERIALS COLLECTIONS



The BoG Library is indeed a knowledge hub. The Library subscribes to a number of Journals and serials which are available to Management and Staff to read upon request. Some of the Journals that can be found at the Library are: ***HR Focus, Journal of Business Continuity & Emergency Planning, Journal of Payments Strategy & Systems, Newspapers and Central Banking*** just to mention a few.

The HR Focus is a Magazine published by L'aine services Ltd quarterly, and is the first and only HR magazine in Ghana. HR Focus offers you excellent and quality-packaged information which is featured in articles, personality and business spotlights, articles on current events and a good balance of diverse issues all in one magazine.

The HR Focus can be found on the Serials Rack at the BoG Library and also at the HR Department.

HR FOCUS

Other Technical Journals Subscribed by the Library...

THE SERIALS SECTION

A Knowledge Hub indeed. The Library subscribes to a number of serials which are available to Management and staff to read per request. Some of the Journals that can be found at the Library include:...

Lets read on!

The Library seeks to promote an innovative culture focusing on user needs.

It also intends to create a platform that will enable staff share experiences, resources and learn new skills. This is to enable staff share knowledge on trending and discuss topical issues.

INFORMATION ALERT SOURCES

JOURNAL OF BUSINESS CONTINUITY & EMERGENCY PLANNING

The Journal of Business Continuity & Emergency Planning is the leading professional journal publishing peer-reviewed articles and case studies written by and for business continuity and emergency managers. Journal of Business Continuity & Emergency Planning studies, publishes intellectually rigorous, practical articles, case studies and research and legal and regulatory updates which focus on key business issues, not technical minutiae.

Henry Stewart Publications publishes this quarterly Journal. The target readership includes Risk Management Department and anyone with an interest in business continuity, emergency management, public safety and Public risk.

CENTRAL BANKING

Central Banking is a financial Journal published and owned by Incisive Media specializing in public policy and financial markets, with emphasis on Central Banks, international financial institutions and financial market infrastructure and regulation.

Published Quarterly, Central Banking satisfies the curious minds in the Financial Markets Department, Finance as well as the Banking Department and anyone with interest in Central Banking.



The Library on your Desktop

LIBRARIANS IN THE DIGITAL AGE

As Technology has changed the way the world is working today, the Library has also evolved with the digital age. This can be seen in the way Information is accessed both in the acquisitions and delivery processes.

Formerly, the traditional Librarian had among the many functions acted as custodians by selecting, acquiring and caring for physical materials. The Librarian today takes the same duties adapted for new media and user needs— The New Digital Custodian.

Some of the roles include:

- ◆ Providing access to electronic and physical materials, maintaining specialized knowledge of digital databases, evaluating electronic materials and acquiring licences.
- ◆ Assisting users in finding relevant materials and in the new age, develops relationships with database managers, electronic publishers and representatives etc and hosting awareness sessions and events.
- ◆ Partnering with other libraries to increase access to materials.

SOME CHALLENGES TO LIBRARIANS IN THE DIGITAL AGE:

- ◆ Handling publisher restrictions e-book and digital material
- ◆ Keeping up to date with the latest developments in digital media

SOME ADVANTAGES INCLUDE:

- ◆ Increasing collaboration with databases and other libraries to maximize Information access.
- ◆ Improving technology access.



SELECTIVE DISSEMINATION OF INFORMATION

It is important for modern library to take in the changing faces of its patrons and respond accordingly. BOG Library has designed information to keep **individuals** informed of new development in their particular fields of interest. Selective Dissemination of Information is done by providing at regular intervals by extracting articles from the subscribed journals.

Please send your **field of interest** to the Library!!!!!!

SERIAL COLLECTIONS CONTINUED

JOURNAL OF PAYMENTS STRATEGY & SYSTEMS

Journal of Payments Strategy & Systems publishes peer-reviewed articles and case studies analyzing best practice, emerging issues and new thinking in how to develop a profitable, customer-focused payments strategy. It examines major issues facing the corporate, wholesale and retail payments industry from a business, risk and opera-

tional perspective.

Published quarterly by Henry Stewart Publications, this Journal is ideal for the Payments Systems Department, Currency Management as well as Banking Department and anyone interested in Payment Strategy and Systems.

NEWSPAPERS

- ◆ Daily local newspapers-7
- ◆ Weekly local news papers-8
- ◆ Financial Times London -1
- ◆ London Times-1

READING IN COMFORT



NEW TRENDS – SHARING INFORMATION AND KNOWLEDGE

Libraries are continually evolving to meet the needs of their diverse patrons or clients. In the quest to share information and increase the knowledge of BOG Management and Staff, the BOG Library is far from just being a simple repository of books and serials. It is essentially for reference and research designed to meet the needs of the Bank. Today's BOG library serve Management and staff with invaluable resources which can be found on **The intranet**. These information or services include **the library's Online Public Access Catalogue (OPAC)**, where books and other materials can be searched for in addition to the bi-monthly Information Alert and posting of content pages of newly acquired materials for the attention of our valued Clientele..



SEASON GREETINGS

Today in the town of David a Saviour has been born to you: He is Christ the Lord.

Luke 2:11

Christmas gives us the opportunity on the important things around us –a time when we can look back on the year that has passed and prepare for the year ahead .

David Cameron

From home to home and heart to heart , from one place to another , The warmth and joy of Christmas brings us closer to each other .

Emily Matthews

A world of Good wishes. One of the real joys this holiday season is the opportunity to say thank you to Management and Staff and wish you the very best for the New Year.

Library Team



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PUBLICATION & RECORDS OFFICE– CORPORATE MANAGEMENT & SERVICES DEPARTMENT HAS THREE UNITS:

- Library & Documentation Unit
- Corporate Records Management & Archives Unit
- Printing & Publications Unit

The Library is charged with the responsibility of identifying, acquiring, disseminating and storing literature sources in the relevant subject areas of banking, finance, economics, legal etc. to support the decision making processes of Management. And training needs of staff. We run a current awareness services as well as selective dissemination of information on relevant topics to Management and staff.

Watch out for E-Books, Databases and More Current Awareness Services!!!

Electronic Resources and its Impact on Libraries

Over the last decade, Electronic or digital products have made important strides in almost all fields. The Library of course was not left out. In recent years many libraries have transformed from traditional to sophisticated edifices. Electronic resources (E-resources) are mostly information materials which is in a digital format which can only be accessed electronically. There are a number of E-resources most notably are e-books, e-journals, pdf (Portable document format), webpages (.html) and many more. These e-resources need proper management and an effective management of e-resources means getting the right information to the right people at the right time.

Benefits of E-resources

The BoG library, through the approval of management is going to have some e-resources come next year. The BoG library decided to get these e-resources because of its usability, readability, and accessibility. The following are some of the advantages of e-resources:

- ◇ **Multi Access:** A well networked E-resource package will give you access to multiple resources at anytime. Clients can access the same document or information from various devices and location at any time (24/7).
- ◇ **Speed:** E-resources is a lot quicker to browse or search, to extract information from and also it is much easier to integrate the information from e-resources into other material and to cross-search or reference between different publications.
- ◇ **Functionality:** E-resource will allow the user to approach the publications to analyze its content in new ways by click of the mouse onscreen mode.
- ◇ **Content:** the e-resources can contain a vast amount of information, but more importantly the material can consist of mixed media i.e. images, video, audio, animation which could not be replaced in print.