



FIJI NATIONAL
UNIVERSITY



Library Annual Report 2022

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University Librarian Message

Dear valued Fiji National University community members,

I am pleased to present our Library Annual Report for 2022. It has been a challenging year for all of us. Still, we are proud to have continued providing excellent library services and resources to support the learning, teaching, and research needs of our esteemed university staff, students, and communities.

As technology continues changing how we access and use information, the University Library is committed to providing you with updated and relevant information. We have expanded our online and printed resources and invested over \$1 million dollars to be the leading information and knowledge hub. We have continuously offered digital literacy sessions to our patrons and maintained our library website to make it easier for our users to access our services from anywhere in the world.

In addition to our digital collections, the University Library has a rich physical collection of more than 1 million books, more than 2 thousand subscriptions and periodicals, and other resources spanning a range of disciplines. Our social media pages are regularly updated with all our experiences, events, and celebrations. We have continued to leverage technology with technology providers to achieve zero glitches in self-service paper cuts (printing, photocopying, and scanning).

On the physical side, the Library continues developing the open learning commons, which are typical of all modern libraries. It aims to incorporate features that support better learning and teaching. In the future, libraries will ease the burden of book renewal by providing users with books from the book bank and extending the loan period to one full academic term. Our staff is our most valuable resource, and we are proud to have attended a two-day workshop at Crusoe Retreat to sharpen our skills to serve you in a more advanced manner.

We look forward to the year ahead and to continuing our work supporting the academic endeavours of our community. Thank you for your continued support and trust in our services.

Sincerely,

Dr Udaya C Shukela

The university Librarian

Vision

To be a dynamic, inclusive, and competitive Library, excellence in learning, teaching, research, and community endeavours of the FNU.

Mission

To stimulate the University's mission and intellectual inquiry by providing robust collections, sustainable digitisation, user-focused services and programs in a conducive environment for the wider communities of the FNU.

Values

The Library supports and delivers wide values that shape and strengthen the University's mission. The library values are:

- Professional & ethical behaviour
- User-focused resources and services
- Consultative partnerships with stakeholders
- Individual and team contributions from staff for the creation of cultural excellence; Commitment to the personal development of its staff
- Flexibility, innovation and responsiveness
- Forward-thinking & planning and positive energy for success
- Participation in decision-making
- Reflection and self-evaluation



Serve as a gateway to the world of knowledge by offering a wider spectrum of information and resources to cultivate a skilled society



RESOURCE CAPACITY

The Fiji National University Library system serves the informational needs of students, staff, researchers, visitors, alumni and the general public. The University has a total of 16 libraries located in FNU Campuses and Centers throughout Fiji. Different categories of information resources are available in all FNU libraries forming the various collections, specifically; General, Reference, Pacific, Close Reserve, Newspapers, Fictions, Archives, Periodicals, Thesis and Audio Visual. The table below indicates the total resource capacity available in the Library at the end of 2022.

Resources	Total
Total number of Printed Books	120,592
Electronic and Online Database Subscription	219,441
eBooks	860,278
Full Text Journal Titles	1,154,187
OPAC Terminals	16
Internet Enabled Workstations	470
Number of Branch Libraries	16
Koronivia	47
Samabula	41
Tamavua	19
Maritime	14
Nasese	16
Narere	12
Naduna	13
NAVCL	11
Total	512

ELECTRONIC INFORMATION RESOURCE CONTAINS

Scholarly journals and other serial publications continued to be converted from print to electronic format. Almost all FNU library's journal and database subscriptions are now online. The Library currently comprises more than 1,154,187 e-journal titles. Despite the financial and technical limitations of converting print to e-book, the Library now provides access to almost 860278 eBooks. In general, the use of the Library's major packages of electronic journals has increased in the last three years. The Library has spent \$1,170,943.33 subscribing to e-journals and e-books. The following tables indicate the existing e-journal capacity in the Library.

Name of the E-Journal Database	Number of e-journals/Videos
Access Medicine Video	- 2,115
Alexandra Street Premium (Videos)	75,213
Academic Search Complete	12,500
ARDI	9,051
Art & Architecture Complete	780
Business Source Complete	1,300
Cambridge Journals	420
CINAHL Plus	7,000
Cambridge Core (Journals)	420
Dentistry and Oral Science Sources	438
DynaMed	3,500
EBSCO Medline	2,400
Edward Elgar's Journals	2,703
Emerald Insight	614
GOALI	3,593
Hinari	22,028
IEE Xplore	479
IOP Science	100
JSTOR	2,800
Nature Publishing Group Journals	170
OARE	14,635
Oxford Journals	500
Pediatric Neurology Briefs	3,700
PROQUEST CENTRAL	20,114
Safety Care (Video)	140
AGORA	19,322
SAGE	1,000
Science Direct	4,742
Taylor and Francis	5,514
TEEAL – The Essential Electronic Agricultural Library	550
Wiley Online Library	1,600
Total	219,441

The table given below indicates the existing book capacity in the Library.

Subscribed electronic books	No of books
Access Engineering	733
AGORA books	59,147
ARDI	52,374
EBSCO e-books	120,000
Clinical Key student -Medicine, Dentistry, Physiotherapy, Pharmacy	378
Clinical Key student nursing	78
Edward Elgar's eBooks	18,352
Emerald Insight Open Access	3,300
GOALI	18,053
GIDEON	425
HINARI	68,010
JSTOR	8,241
Knovel	12,000
OARE	38,904
ProQuest E-book Central	221,115
ProQuest Books	183,750
Science Direct	33,418
Wiley Online	22,000
Total books	860,278

E-RESOURCE TRIAL ACCESS

Following the trial, access was granted to some prestigious e-resources.

E-RESOURCE TRIAL ACCESS	Trial period
ClinicalKey	1st April – 29 June 2022
SAGE Campus	27th July – 30th September 2022
SAGE Business Cases	5th September -5th October 2022
World Book Online Trial	23rd September – 1st of October 2022
EBSCOhost IET INSPEC	26th September – 30th October 2022
EIFL and JSTOR Archive Journals	21 November 2022 -31 December 2025
Database Series IOP Science [Institute of Physics Publishing]	Open access from 2022 - 2025
Article Processing Charges for Brill Publishers	Agreements runs from 2022-2023

MONOGRAPH ACQUISITIONS:

The print collection of the Library is also expanding; the purchase of new books has been increasing continuously in the past three years. Over the year, the Library has acquired 233 books with 66CD's in all key collecting areas based on all subject disciplines in the University, such as Economics, Medicine, Banking, Nursing, Marine sciences, Engineering, Humanities, Education etc. The table below indicates the number of resources purchased for corresponding campus libraries.

Campus Library	Books	Accompanied CD's
Pasifika	89	10
FSN - Tamavua	-	-
Nasinu	34	21
Labasa	-	-
Nadi	-	-
Ba	-	-
Lautoka	48	15
Nabua	-	-
Koronivia	9	8
Samabula	17	12
Tamavua	-	-
Maritime	36	-
Nasese	-	-
Narere	-	-
NAVCL	-	-
Total	233	66

Resources	2020	2021	2022
Total number of Printed Books	119,262	119,540	120,592

DONATIONS

The Library is a hub of knowledge, culture, and communication. The support of well-wishers of the Library determines what the Library is today and what it should be in years to come. Thus, we have created several ways for our well-wishers to get involved with our library service. We welcome donations of published and unpublished works that will enrich our collection. The Library received gifts and endowments from prominent individuals and institutions such as Ms Sangeeta Jattan, U.S. Embassy etc. To broaden students' knowledge and enrich the Library's collection, the total donation given in 2022 was 924 books worth **\$107,762.90**.

Name of Donor	Number of the items donated	Value of the Donations (FJD)
Donation from Japan	7	493.98
Donated by FNU: Dept of Food Science of Home Eco	26	5,849.74
Received through mail /donor details were not provided; received free through mail	2	160
U.S. Embassy Received by Monita in Lautoka	46	3,680.00
U.S. Embassy Received by Roshni in Suva	102	19,919.80
Japan Publishing Industry Foundation for Culture	29	3,431.44
Jeffrey Lin	29	5,992.82
Sateesh Pisini	71	7,649.24
Dr Shailja Chaturvedi	1	53.13
Sangeeta Jattan	361	34,439.81
Jawahir Lal	1	48.5
Japan Institute of International Affairs	5	242.87
Akansha Sharma	2	126.18
Vinesh Chand	1	159.32
Lynnet RAM	4	320
Satesh Chand	1	83.34
Ashneel Singh	133	16,608.28
Technical College	103	85,04.45
Total	924	\$107,762.90

DISTRIBUTION OF DONATED ITEMS

All donated items were distributed to our libraries based on their academic disciplines as indicated below:

Campus Library	Books	Accompanied CD's	DVD's	Thesis
Nasinu	42	2		
Samabula	71	1		
Lautoka	442	3		
Pasifika	63	3		
FSN	23			
LBACL	104			
Nabua	2			
NMK	176			
TCL	-			29
Narere	1			
Total	924	9		29

CURRENT AWARENESS SERVICES

Year	Books/CDs/DVDs	Print Periodicals	E-Resources and other display	Total
2022	1,174			1,174

Campus	No of books
Pasifika	162
TCL	29
Lautoka	562
FSN	23
Nasinu	92
Samabula	98
Nabua	18
Koronivia	20
Maritime	22
Ba	1
Namaka	75
Labasa	72
TOTAL	1,174

2022: BOOK BINDERY

Months	No of items
January	95
February	103
March	129
April	218
May	76
June	113
July	281
August	76
September	53
October	47
November	69
December	43
Total Items Repaired	1,303



Leverage E-learning developments by providing appropriate and adequate physical and techno-based library infrastructure facilities to support learning, teaching and research.

ICT FACILITIES IN THE LIBRARY

IT allows integration of library service, increases efficiency and enables users to have better access to information. FNU library has a world-reputed integrated library management system called Horizon, a product of Sirisidynix in the USA.

This library management system carries out all library management activities. The following table specifies the existing ICT capacity in the Library.

Campus Library	Computers with Internet	Papercut - Printers/ Photocopier/Scanner	Electron-ic Security Gates	Wi-Fi availability
Pasifika	67	2	1	Yes
FSN - Tamavua	48	1	1	Yes
Nasinu	47	1	1	Yes
Labasa	13	1	1	Yes
Nadi	33	1	1	Yes
Ba	29	1	1	Yes
Lautoka	75	2	1	Yes
Nabua	27	1	1	Yes
Koronivia	47	1	2	Yes
Samabula	41	3	1	Yes
Tamavua	19	1	1	Yes
Maritime	14	1	1	Yes
Nasese	16	2	1	yes
Narere	12	1	1	Yes
Naduna	13	1	-	Yes
NAVCL	11	1	-	Yes
Total	512	21	16	

User Engagement Service

The goal of user engagement at Fiji National University Library is to form collaborative relationships within the University community and to design and promote various events and activities that are relevant, interesting, and meaningful to audiences of different ages, backgrounds, and educational levels. Inspiring returning and attracting new users to the Library

is done through coordinating outreach efforts, social media, and publicity, such as conducting a series of information literacy classes. The Library Information Literacy classes cover various topics, including database searching, evaluating sources, and citing your sources.

USER-ORIENTED INTERACTIVE WEB PAGE

FNU library thrives to constantly update its services on its webpage, FNUPR, and social networking sites and keep in touch with all its users via every possible mode of communication. For queries on book renewals or returning materials, access to database outside FNU, RefWorks, Turnitin or other general services, we encourage you to visit our webpage <https://www.fnu.ac.fj/library/> where reliable contact person information is available who are ready to help solve your queries.

USER STATISTICS FOR E-DATABASES IN 2022

In 2022, more than 1,154,187 full-text articles and books have been downloaded by our users for their teaching and learning purposes. These statistics show only full-text downloads but viewing abstracts, and reading pages have not been included in the following figures.

Name of the E-Journal Database	Total Number (Searches+Downloads)
Alexandra Street Premium (Academic Videos)	1,025
AGORA	30
ARDI	42
Cambridge Core	7,143
CINAHL Plus	22,674
Dentistry and Oral Science Sources	18,947
EBSCO Medline	2,957
EBSCO Medline Complete	6,445
Elgar	118
Emerald	6,527
Gideon	351
JSTOR	13,537
Knovel	22,579
Oxford University Journals	9,611
PROQUEST CENTRAL	779,998
Research4Life-	693
Safety Care (Video)	104
SAGE	8,885
Science Direct -Health and Life Sciences	37,718
Taylor and Francis	13,992
UPToDate	183,607
Wiley Online Library	16,863
LexisNexis	341
TOTAL	1,154,187



Leverage E-learning developments by providing appropriate and adequate physical and techno-based library infrastructure facilities. Embrace a learning-centered paradigm by being educators for enacting the learning mission of the institution. s to support learning, teaching and research.

Webinar Series

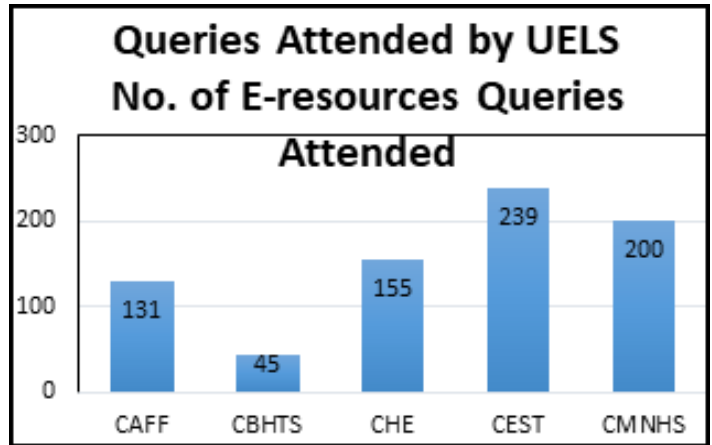
The FNU Library has engaged with various database vendors and conducted a webinar series to inspire students and academicians to enhance the utilisation of electronic resources. In 2022, 10 webinar series were conducted whereby the students and academicians had the opportunities to learn the various features of databases and advanced searching techniques and were trained on how to read and publish journal articles etc.

Name of the Webinar	Name of the Presenter	Topics Covered	Date Conducted
Scopus Introductory training	Steven Riddle	Scopus	2/15/2022
Knovel Train the trainer	Vinesh Rajan	Knovel	3/9/2022
ClinicalKey Student Nursing	Heather Anderson	Elsevier	5/3/2022
ANZ eBook forum	Professor David Baker	What are your metrics costing you?	8/16/2022
ClinicalKey Student Medicine, Dentistry, Physiotherapy, Pharmacy	Noel Paggao	Elsevier	9/14/2022
APAC Economic Outlook: Shifting uncertainty	Adrian Tang	Economics	9/28/2022
Sage Campus	Linda Dunne	Sage Campus Demo	10/13/2022
Access Engineering	McGraw- Hill	Engineering Update	10/31/2022
IEEE training	EBSCO	Training: Introduction to IEEE	11/16/2022
R webinar	Mr Ashneel	Training on analysis of Data	26/05/2022

Research Consultation Service

The research consultation services connect the researchers and academicians to the information and skills needed to support their learning, teaching and research. This service supports researchers searching for scholarly information related to their area of research, provides guidance on advance searching tools from Library’s specialist databases, assists with planning search strategy, and locates relevant resources for researchers. The below graph shows the research queries attended by user engagement librarians.

Queries Attended by UELS	
Campus	No. of E-resources Queries Attended
CAFF	131
CBHTS	45
CHE	155
CEST	239
CMNHS	200
Total	770





Offer an excellent research environment to help shape new ideas, meeting the challenges of information society and knowledge economy.

Library Information Literacy

The e-learning and engagement services provide instructional sessions to broaden understanding of digital literacies and what it looked like when dealing with emergency remote teaching to a diverse university community. Through collaboration with the faculties, the User engagement librarians (UEs) effectively created awareness about the FNU digital library platform to students and staff through Information Literacy Session. Developing relationships with the user communities is essential; at FNU libraries, it is increasingly two-way, transparent, and user-friendly. One of our goals is a proactive approach to reach out to our users in all possible means. Users are invited to engage in information literacy training face-to-face or via Zoom. The below table indicates the training sessions conducted for academic staff.

E-Learning and Engagement Services

The Fiji National University is a large, multi-campus, widespread and research-intensive university. The Fiji National University staff and students engaged in various Information Literacy training provided by the Library. RefWorks, EndNote and database searching training, help a user find, evaluate, and export information to a preferred management tool of choice.

**2022 E-Learning and Engagement Services Report
Training conducted for Academic Staff**

No. of RefWorks sessions for Academic Staff		No. of Endnote sessions for Academic Staff		No. of Turnitin sessions for Academic Staff		No. of Information Literacy sessions for Academic Staff		Others		Total	
Sessions	Staff Attended	Sessions	Staff Attended	Sessions	Staff Attended	Sessions	Staff Attended	Sessions/ Webinars	Staff Attended	Sessions	
CAFF	5	35	6	15	7	10	5	15	5	5	28
CMNHS	3	8	5	10	15	20	4	10	6	30	31
CBHTS	1	1	1	2	1	1	1	1	6	25	10
CEST	14	20	4	4	14	20	14	20	7	5	53
CHE	5	5	4	4	2	2	4	4	0	0	15

Table 1. Training conducted for Academic Staff.

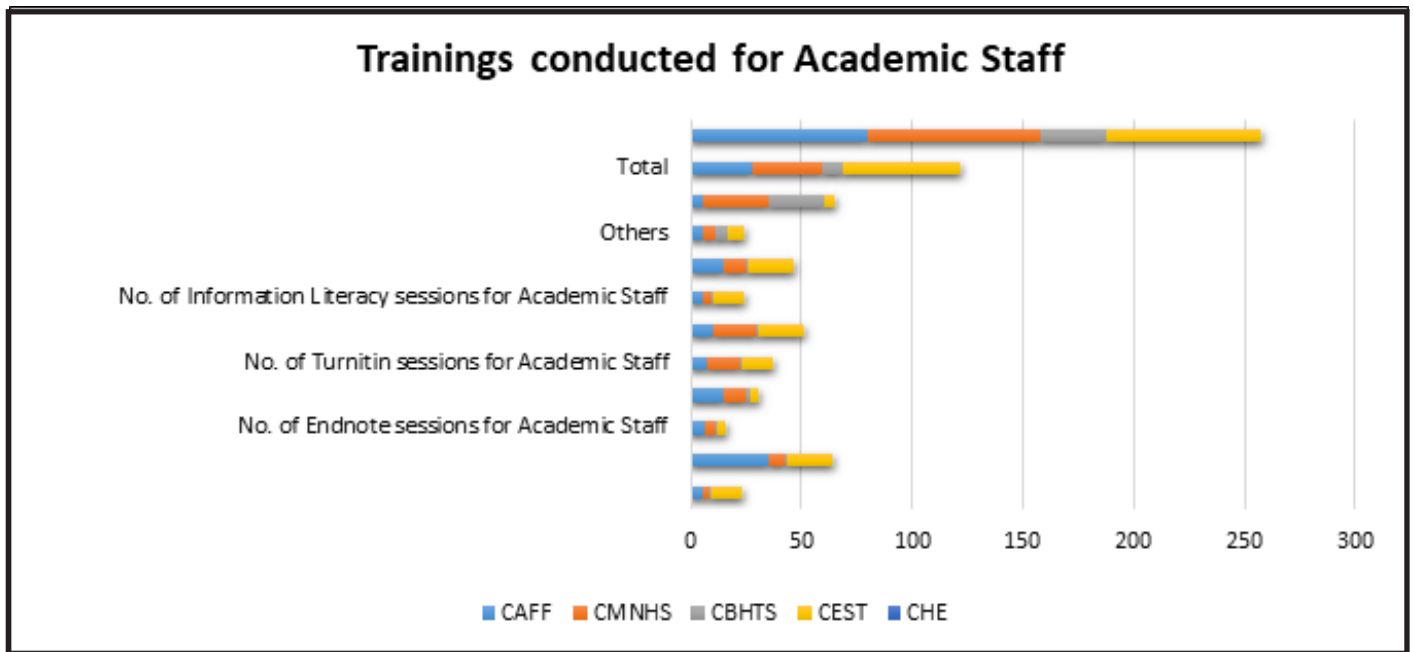
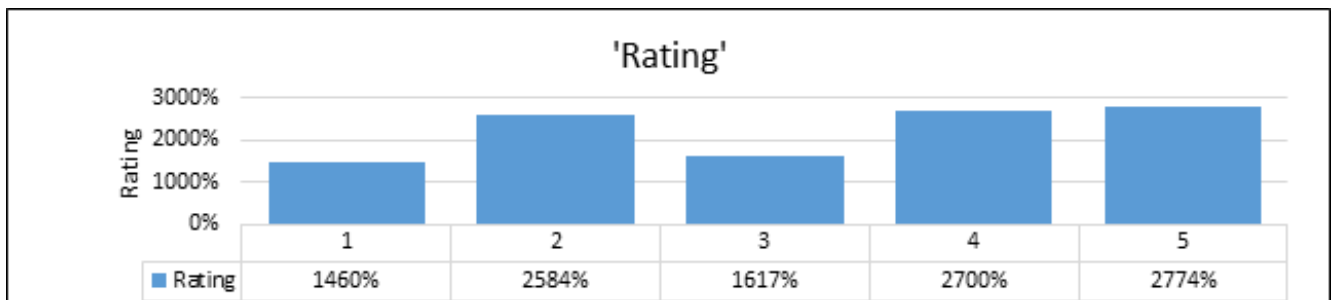
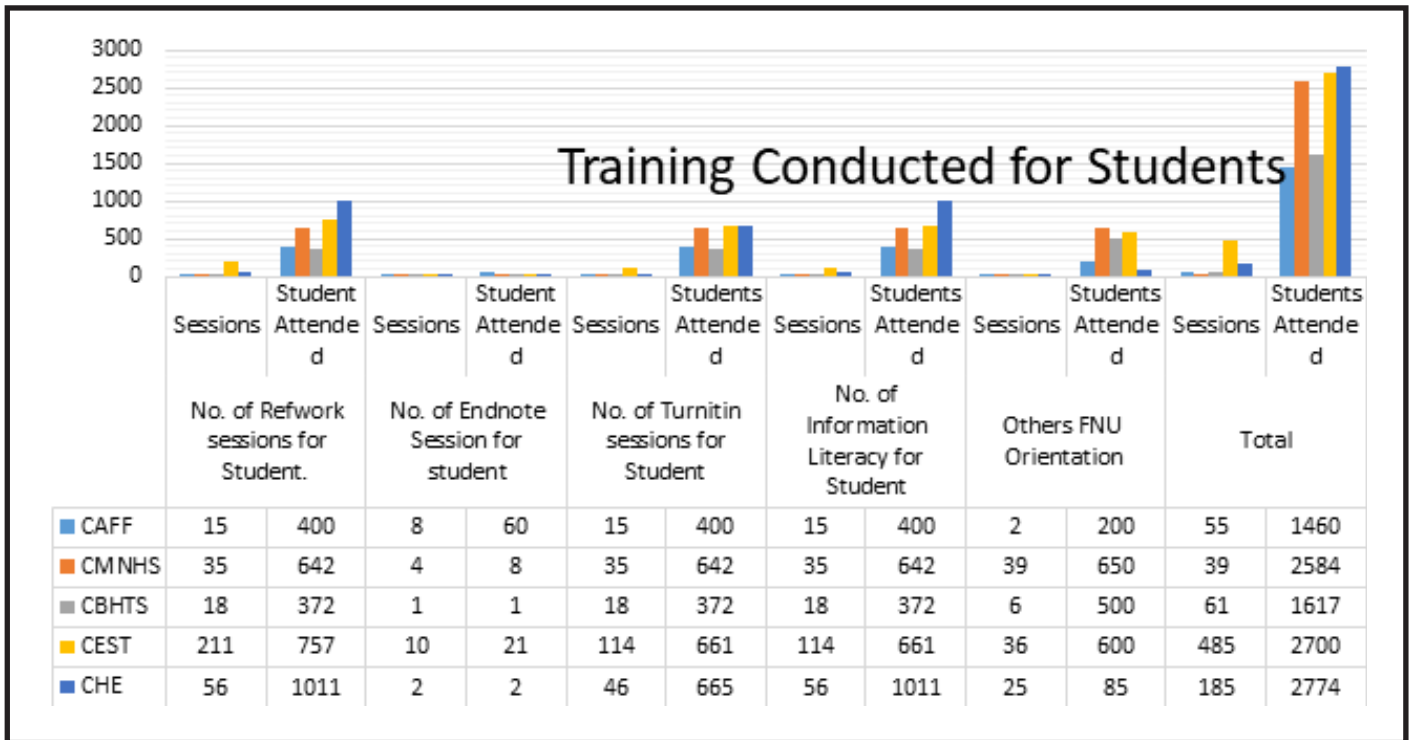


Table2. Training conducted for students.



The rating stood out that comprehensive training conducted for students in CHE, CMNHS, and CEST were intensive. CAFF and CBHTS were measuring fair with one User Engagement Librarian attending the two locations.





Respond to user needs through student engagement initiatives that complement the holistic student experience.

INTERLIBRARY LOANS – BOOKS

Inter Library Loan requests from users have decreased slowly over the past three years. Forty-three books were delivered to campus offices as part of the Campus Delivery programme.

Campus	ILL requested by the Library	ILL received by the Library	Total
Nasinu	1	1	2
Nabua	0	0	0
Maritime	0	0	0
Pasifika	0	0	0
Koronivia	0	0	0
Labasa	5	0	5
Lautoka	1	4	5
Samabula	4	5	9
Nadi	0	0	0
Ba	1	2	3

Month	NAV	LTK	BA	NMK	NSU	NASE	LBA	NRE	HHL	FSN	TCL	CAFF	SMB	NAB	MAR
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	7	2	0	0	0	0	0	0	0	0	0	0	0	0	0
March	12	5	0	1	6	0	0	0	0	29	1	3	19	0	1
April	15	15	1	12	44	3	5	0	98	118	32	6	39	0	1
May	0	14	2	2	19	6	7	0	39	17	3	2	31	0	1
June	3	0	3	9	13	1	1	0	15	7	5	7	13	0	3
July	0	3	0	0	11	0	0	0	0	5	0	1	6	0	2
August	0	23	0	3	7	0	1	0	15	10	3	1	7	2	0
September	0	5	0	2	11	2	1	0	9	9	3	2	8	3	3
October	0	10	0	1	9	1	1	0	7	0	3	4	3	1	2
November	0	2	0	1	5	0	1	0	0	2	0	5	2	0	0
December	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Total	37	79	6	31	125	13	17	0	168	197	50	31	129	6	13

FSM-Tamavua	3	3	6
FSN-Tamavua	1	3	4
NTPC Naceva	0	0	0
NTPC Narere	3	3	6
NTPC Nasese	0	0	0
Naduna Campus	0	0	0
Total	19	21	40

In 2022, the new library registration was 902 members.

Number of new Registrations on month basis

Library	No. of Registrations on campus basis
Nasinu	125
Pasifika	168
Samabula	129
Nadi	31
FSN Tamavua	197
Lautoka	79
Koronivia	31
Nabua	6
FSM Tamavua	50
Ba	6
Labasa	17
NTPC Nasese	13
Maritime	13
NTPC Narere	0
NTPC Naceva	37
Total	902



CIRCULATION SERVICES

The primary responsibility of the circulation service is to staff the circulation desk with friendly, courteous, and knowledgeable people who can assist library users by checking items in and out. We had a combined total of **18,851** check-ins/check-outs, as recorded in our computer terminals. Answering basic informational questions, placing holds, dealing with users' concerns about their library accounts, answering the phone, registering and deregistering users, providing library clearance for students and staff, attending trading activities such as photocopying, binding, laminating and assisting users to access computers are the service of our circulation department.

Library	Check- Out	Check- In	Total
Nasinu	613	629	1,242
Pasifika	3,061	2,326	5,357
Samabula	479	445	924
Nadi	94	81	175
FSN Tamavua	3,310	3,568	6,878
Lautoka	588	590	1,178
Koronivia	433	131	564
Nabua	40	41	81
FSM Tamavua	501	491	992
Ba	27	28	55
Labasa	44	44	88
NTPC Nasese	48	46	94
Maritime	300	294	594
NTPC Narere	95	95	190
NTPC Naceva	229	210	439
Total	9,862	9,019	18,851



USER-LED ETHNOGRAPHIC DATA

The need to investigate whether library users visited the Library for academic purposes became imminent. Thus, our objective was to try and establish if they were engaged in their studies when using the Library and to see if the Library nurtured academic engagement in its study areas. The University library believes it is important to capture this information as it emerges in our libraries and use it to modify our services and activities. Libraries must develop enhanced capacities to sense the changing information landscape and possess the capacity to change with new environments and user needs. Thus, the Library captured headcounts in each hour during the Library's operation to collect data on the below criteria.

Task	Narere	CAFF	Labasa	Ba	Naca-va	Namaka	Nasese	Natabua	Nasinu	Maritime	Nabua	Sam-abula	FSN	Pasifika	TCL	Naduna	Total Users
Total number of users in the Library	8,781	111,252	24,420	61,472	4,415	46,648	3,808	60,776	121,484	13,388	13,388	137,181	30,378	155,214	19,883	12,739	825,227
No. of users who read library material in the Library	689	26,682	977	5,575	387	624	208	3,350	4,029	1,459	1,459	24,169	3,417	26,032	1,424	6	100,487
No. of users who work with their own documents	2,285	10,735	7,378	19,498	307	10,764	377	11,262	42,729	2,667	2,667	31,518	306	27,785	4,537	932	175,747
No. of users who access to e-information/ Internet in the Library for academic work	2,362	17,765	7,238	12,650	1,159	10,185	1,705	15,547	15,722	4,434	4,434	19,125	7,427	27,304	4,063	3,931	155,051
No. of users who use computers for their assignments in the Library	1,474	20,422	4,370	11,347	257	11,079	579	13,605	13,080	3,403	3,403	19,717	1,075	16,508	2,576	3,167	126,062
No. of users who use computers for their own Personal work purposes	49	5,494	12	202	935	290	0	2,514	38	110	112	739	6,430	121	170	2,742	19,958
No. of users who read newspapers and magazines in the Library	960	1,729	604	3,117	767	426	424	1,194	2,887	290	290	3,185	1,398	2,328	212	0	19,811
No. of users who asked reference queries	185	1,072		569	90	69	0	120	66	58	58	340	4,183	4,553	60	414	11,837
No. of users who use their own laptops in the Library	456	6,510	194	1,835	12	7,348	465	272	167	407	407	26,750	974	5,298	3,887	0	54,982
No. of users who discuss academic work in the discussion area of the Library	321	14,545	3,151	3,251	7	4,358	54	420	166	90	98	13,063	66	4,820	3,017	79	47,506

REFERENCE QUERIES

Personal reference sessions (one-on-one sessions) with a student or a member of staff continued to be fashionable and well-liked. 1960 reference queries were received in 2022 as indicated below. In the coming year the reference service will add Instant Messaging reference to its existing methods. Currently the Library facilitates walk-up, telephone, e-mails to reach out to our users to help them with their informational needs.

Reference queries		
Campus	Number of reference queries received	Number of reference queries attended
Narere	125	125
CAFF	287	287
Labasa	84	84
Ba	48	48
Namaka	182	182
Nasinu	57	57
FMA	5	5
Nabua	30	30
Samabula	165	165
FSN	67	67
Pasifika	903	903
TCL	7	7
Total	1,960	1,960





Adopt a financial diversification strategy that advocates budgetary support towards improved performance and organisational efficiency.

PROCUREMENT EXPENSES FOR RESEARCH TOOLS IN 2022

The following table shows the procurement expenses incurred in 2022 for subscribing to electronic information resources.

Database	Invoice Amount USD	Amount Paid in FJD
JSTOR	6,264.50	13,351.45
Knovel	21,351.00	46,465.72
Proquest including Ebrary	24,876.00	53,404.89
Cambridge	2,500.00	5,431.24
Taylor and Francis	45,038.10	95,117.42
Science Direct (Health/Life and Physical Science)	41,051.97	88,018.81
IEEE	33,624.10	61,278.92
Ebsco Medicine	60,200.00	109,712.69
Ebsco super package	27,372.00	49,927.46
UpToDate	29,973.00	63,300.95
Wiley	15,053.80	32,304.29
Sage	18,743.00	39,583.95
Clinical Key	61,927.00	131,927.99
WHT		150,290.05
Total		940,115.83

Database	Invoice Amount in GBP	Amount Paid in FJD
Oxford	2,436.00	6,800.67
WHT		1,197.78
Total		7,998.45

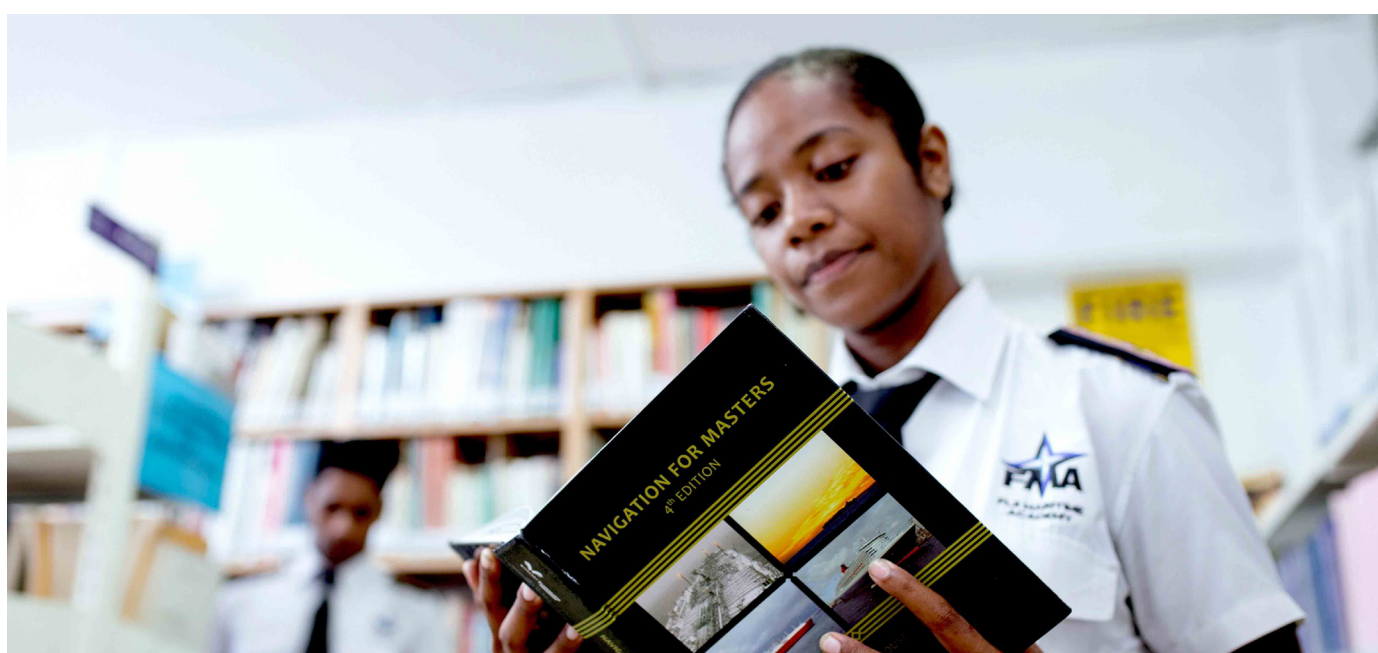
Database	Invoice Amount in AUD	Amount Paid in FJD
Safety Care	2,950.00	4,500.38
Emerald	45,395.00	69,199.70
WHT		13,136.34
Total		86,836.42

Database	Invoice Amount in NZD	Amount Paid in FJD
LexisNexis	7,746.26	10,758.69
WHT		3,186.91
Total		13,945.60

PROCUREMENT EXPENSES FOR RESEARCH TOOLS IN 2022

The following table shows the procurement expenses incurred in 2022 for subscribing to research tools to avoid plagiarism and management of references.

Research Tools	Invoice Amount in USD	Amount Paid in FJD
Turnitin	60,954.36	132,653.67
Refwork	2,460.00	5,281.23
Endnote	8,500.00	18,108.22
EZ proxy	779.63	1,638.22
Open Athens	7,583.00	13,832.29
Ebsco Discovery	3,491.00	6,367.70
WHT		31,002.12
Total		208,883.45



Campus	Photo-copying	Printing (B/W)		Printing (Color)	Paper cut	Binding	Laminating	Scanning	Total
Labasa	\$ -	\$ -	0	\$ -	\$1,300.55	\$51.00	\$20.00	\$ -	\$ 1,371.55
Koronivia	\$159.50	\$ -	0	\$ -	\$7,266.90	\$247.00	\$91.00	\$ -	\$7,604.90
Samabula	\$ -	\$ -	0	\$ -	\$12,699.14	\$535.50	\$42.00	\$21.50	\$13,298.14
NTPC Naceva	\$ -	\$468.40	1	\$ -	\$ -	\$42.00	\$3.00	\$ -	\$672.90
Namaka	\$ -	\$ -	2	\$ -	\$7,484.60	\$161.50	\$52.00	\$ -	\$7,698.10
Pasifika	\$ -	\$ -	3	\$ -	\$41,105.20	\$1,339.70	\$27.00	\$ -	\$42,471.90
Lautoka	\$ -	\$ -	0	\$ -	\$16,893.35	\$331.00	\$0.00	\$217.50	\$17,587.85
Ba	\$ -	\$ -	0	\$ -	\$2,520.80	\$80.00	\$7.50	\$ -	\$2,608.30
Nasinu	\$ -	\$ -	0	\$ -	\$18,320.80	\$252.00	\$127.50	\$71.00	\$18,771.30
NTPC Narere	\$565.40	\$705.90	0	\$ -	\$ -	\$ -	\$ -	\$ 3.00	\$1,274.30
NTPC Nasese	\$1.00	\$ -	0	\$ -	\$604.55	\$43.00	\$ -	\$ -	\$648.55
Maritime	\$ -	\$ -	0	\$ -	\$1,342.70	\$301.00	\$ -	\$ -	\$1,643.70
FSM -Tamavua	\$ -	\$ -	6	\$ -	\$2,867.00	\$45.50	\$12.50	\$2.00	\$2,927.00
FSN- Tamavua	\$ -	\$ -		\$ -	\$14,636.25	\$771.50	\$83.50	\$ -	\$15,491.25
Nabua	\$ -	\$ -		\$ -	\$2,278.89	\$38.50	\$37.00	\$ -	\$2,354.39
Naduna	\$ -	\$339.65		\$343.60	\$ -	\$ -	\$ -	\$3.00	\$1,029.85
Total	\$1,069.50	\$1,513.95		\$343.60	\$129,320.73	\$4,239.20	\$649.00	\$318.00	\$137,453.98

Campus	Overdue Fines	Lost Books	MY-Cash	Mpisa	Mobile Fines	Others	Total
Labasa	\$31.00	\$166.55	\$ -	\$ -	\$ -	\$ -	\$197.55
Koronivia	\$119.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$119.50
Samabula	\$737.50	\$748.30	\$ -	\$138.00	\$ -	\$ -	\$1,623.80
NTPC Naceva	\$60.00	\$181.50	\$ -	\$ -	\$ -	\$ -	\$241.50
Namaka	\$357.20	\$ -	\$ -	\$ -	\$ -	\$260.00	\$617.20
Pasifika	\$3,029.00	\$371.61	\$ -	\$159.50	\$ -	\$ -	\$3,560.11
Lautoka	\$423.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$423.50
Ba	\$14.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$14.00
Nasinu	\$1,320.60	\$706.25	\$ -	\$ -	\$ -	\$ -	\$2,026.85
NTPC Narere	\$ -	\$33.00	\$ -	\$88.95	\$ -	\$ -	\$121.95
NTPC Nasese	\$33.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$33.00
Maritime	\$102.50	\$62.00	\$ -	\$ -	\$ -	\$ -	\$164.50
FSM -Tamavua	\$470.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$470.00
FSN- Tamavua	\$6,456.00	\$1,149.75	\$43.00	\$4,500.07	\$ -	\$ -	\$12,148.82
Nabua	\$20.50	\$126.30	\$ -	\$ 3.00	\$ -	\$ -	\$149.80
Naduna	\$18.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$18.50
Total	\$ 13,161.80	\$3,545.26	\$43.00	\$4,889.52	\$ -	\$260.00	\$21,733.03



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