

Public Libraries as Public Notary Office Bookkeepers as Notary Officers

Dr. Ayman Abdel Rahman Ismaeil

Assistant Professor
Records & Archives Management Dpt.
A' Sharqiyah University, Oman
Ayman.ismaeil@asu.edu.om

Dr. Ramzi Abdel Kader Sallem

Assistant Professor
Management Dpt. A' Sharqiyah
University, Oman
ramzi.sallem@asu.edu.om

Mr. Hisham Said Al Ghunaimi

Lecturer, A' Sharqiyah University, Oman
hisham.alghunaimi@asu.edu.om

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Abstract

The role of libraries is constantly evolving. This paper aims to understand the importance and benefits of libraries converted into notary offices. Moreover, it aims to explore the role of librarians as notary officers in providing benefits to the notarization for the authentication of books. Another aim is to identify the challenges faced by librarians in the authentication of the documents. Finally, the paper attempts to assess the importance of validation and notarization of unpublished documents and make them validated.

The study adopts an inductive approach and makes broad generalizations from personal observations. It focuses on generalizing new knowledge and theory emerging from the data that does not exist in any theory. The qualitative field-based approach is an approach for understanding and exploring the meaning of individual attributes to a social or human problem. The resemblance, pattern, and regularities in the lessons are carefully noticed to reach the right conclusion for the study.

The study also reached a number of results, including: librarians need to keep abreast with the development of technology, librarians who function as notary officers need to follow some of the basic rules of government officials in an honest, fair, and unbiased manner. Breaching or not adhering to the rules and regulations of the

government will lead to severe legal and ethical problems for the librarian or the notary officer. Moreover, the librarian or the notary officer needs to check the contents of the book thoroughly before notarising it. Librarians need to keep the documents confidential. Hence, librarians need to have ample knowledge and implement strategies to keep the documents from falling into the wrong hands.

Keywords:

Public Libraries, Public Notary, Documents, Records and Archives Management, Information Science, Management.

Introduction

The importance of libraries is constantly evolving because libraries are gateways of knowledge and culture. Libraries contribute greatly to the development of society. They also provide resources and opportunities for learning and education that help in the development of society. Libraries are an essential source of rich information and thereby help to shape new ideas and perspectives. Moreover, they help society to become creative and innovative. Libraries are a storehouse of authentic information and knowledge created by past generations (Craft, 2020). Libraries are broadly divided into four categories: academic, special, public, and national.

Along with the libraries, the role of the librarians is worth noting because they win the hearts of the new readers by supplying them with adequate information. Additionally, librarians need to focus on the implementation of new technologies so that acquiring information is hassle-free and transparent. Librarians are increasingly connected to researchers, students, and professionals. As a result, librarians need to keep abreast with the development of technology, so that there is no gap in knowledge among the present generation of students.

At the same time, libraries are the place for unpublished books, journals, articles, and periodicals. Hence, unpublished works also bring challenges for the librarians. Unpublished books and other materials provide valuable information to the readers. However, some authors may portray real life experiences that could be troublesome for the present generation. For this reason, some publishers fear that publishing books may be dangerous on one hand, and on the other that the confidentiality of the authors could be lost. With technological advancement, the need for authentication of books is incredibly essential for the future growth and development of society (Mehra, Bishop and Partee II, 2017). Unpublished books, maps, journals, and manuscripts need to be published and should be authenticated by the government so that those materials obtain value if published in the future. However, most of the unpublished work faces an ethical challenge that restricts the publisher from publishing the books.

The Objectives of the study are as follows:

- To understand the importance and benefits of libraries converted into notary offices
- To explore the role of librarians as notary officers to bring benefits to the notarization for the authentication of books and documents.
- To identify the challenges faced by librarians in the authentication of the documents and need the authentication power.
- To assess the importance of validation and notarization of unpublished documents and make them validated.
- To recommend a plan to implement the error-free system so that librarians have the power to authenticate the published and unpublished documents.

Therefore, some research questions are also formed while analysing the research objectives.

The research questions are as follows:

- Why is it important to authenticate and notarise unpublished works?
- What are the roles and responsibilities of a librarian as a notary officer?
- What is the paramount importance of documents in libraries?

For librarians of public libraries, enhancing their role as a notary officer is a tedious task. So, concerned government authorities need to frame the rules and regulations of notarization in a detailed manner to maintain transparency in the whole process of authentication of unpublished works. The authentication process will also help the authors to acquire their names as most readers prefer authentic documents for reading. Authentic documents are one of the most important primary sources of information. So, authenticating and validating documents is vital for the future success of the authors (Kelley, Riggleman, Clara and Navarro, 2017).

Literature Review**Libraries and their Importance in the 21st Century**

Public libraries are the storehouse of information and basic allied services to the general public. Public libraries are an organization that is established and financed by the local, regional, or state governments. Public libraries provide a wide range of services like preservation, collection, circulation, and organization of published and unpublished work. Libraries are classified as academic, public, school or college, institutions, and private. Public libraries are not restricted to any age group or demographic. These libraries have different departments for toddlers, children, teens, and adults.

Public libraries build literate, productive and engaged societies. Libraries are the storehouse of information, which results in literacy, thereby removing barriers in education (Sofwan and Purnawan, 2018). Moreover, libraries support culture and creativity essential for the healthy growth of society. Public libraries also provide the common people with enrichment of personal learning and recreation. They also build strong and vibrant communities essential for future development. Libraries serve an essential role in society. Libraries enhance reading choices, thereby leading to a greater acquisition of knowledge. They also help to manage the lives of the individual in a

better way. Moreover, they are a source of recreation, and at the same time, help gain knowledge most effectively and efficiently (Dzaki and Hanim, 2018). Public libraries also help to promote development among the rural and urban youth, thereby leading to the generation of good habits. Therefore, (public) libraries are important because they correct bad habits, thereby incorporating good habits, new ideas, and knowledge essential for the development of society greatly.

Importance of notarization and validation of unpublished documents

Notarisation is referred to as the notarial act where the role of the notary includes three parts such as vetting, certifying, and record keeping. Libraries are the storehouse of unpublished documents. The role of librarians is worth noting, as they work as notary officers to validate the documents to maintain transparency in the unpublished works of the author. Notarisation is the official process implemented to prevent fraudulent activities. Mostly, the unpublished work of the authors needs to be notarised, because if this work falls into criminal hands, it might affect the credibility of the documents. The notarisation of unpublished documents is incredibly essential to stop fraud and forgery. The present world consists of scammers who take advantage of the innocent victims. Having the trustworthy signature of a notary officer adds an extra layer of protection when passing the documents to the common people or the researchers. (Firmansyah and Maryanto, 2018).

The legal protection of documents also helps to avoid disputes and litigation that significantly protects the document. In the case of unpublished works, the documents are not legally binding until and unless they are notarised. Therefore, notarisation is important, especially the notary stamp and signature, because it enhances the unpublished work value and authenticity significantly. Moreover, notarising a document avoids court visits because a notarised document is self-authenticating. The unpublished works are mostly due to the death of authors, so the significance of notarization bars the witness or the authors from having to visit the court. Hence, it saves time and money, and at the same time, the document gets the mark of authenticity (Hardy and Chambliss, 2016).

On the other hand, validation of unpublished work is incredibly essential, as the authors who could not publish the documents in their hands gain importance among researchers in a legal way to maintain the credibility of their work. In addition, the other authors cannot publish their books because of lack of money. Therefore, validation by the notary officers will serve the purpose of the author, as many people will come to appreciate the author. Validation of unpublished documents is incredibly essential, as validation reaches out to the public through researchers, thus creating a good platform for the authors. Moreover, validation motivates, inspires, and encourages young authors or authors who do not have the financial strength to continue their work, so that their work may be published by notarization.

Validation is of the utmost importance, as readers can access books without investing money. The validation system raises the token of authenticity, and the names of the authors are published when the documents are printed or uploaded online. The validation or authenticity curtails the chances of the work being edited by another person, as the whole process is controlled by the librarian or other central authority. The transparency in the whole process of validation motivates, encourages, and inspires the youth of society to come up with new topics to change society towards betterment in the

future (Morgan, Dupuis, D'Alonzo, Johnson, et al., 2016). Thus, authentication of the unpublished works is incredibly essential to enhance transparency within the overall system.

Librarians as notary officers for authentication of unpublished works

Unpublished documents are at higher risk if not authenticated or validated in time. Hence, the role of librarians as notary officers is vital because it helps the unpublished works of the authors to acquire fame. This is why public libraries must appoint verifying officers who perform the duty of a notary officer. The role of the verifying officer is to prepare, arrange, and attest (to) the unpublished works so that the documents are not misused. With the change of times and technology, the role of librarians is changing. The role of librarians is not only restricted to arranging books, attending or arranging seminars and exhibitions, and recommending books. Their role is more enhanced at the present moment than ever before.

Public librarians will be given a huge responsibility such as authorizing and authenticating manuscripts, books, historical writings, and other unpublished documents. Therefore, the role of librarians as a notary officer will extend to taking acknowledgment, administering oath and affirmations, handing the author a token of authenticity, certifying the true copies of the librarians, and verifying the facts and involving in other legal acts permitted by the law (Willett, 2016). As a result, librarians who function as notary officers need to follow some of the basic rules of government officials in an honest, fair, and unbiased manner. Breaching or not adhering to the rules and regulations of the government will lead to severe legal and ethical problems for the librarian or the notary officer. Moreover, the librarian or the notary officer needs to check the contents of the book thoroughly before notarising it.

If the notary officer finds that the book is not up to standards, the officer can decline the process of authorization of the book. In such a case, the author does not have other alternatives like going to other public libraries for notarising the unpublished documents. On the other hand, the notary officer also needs to check that no third party is involved during the authentication of the documents. The author needs to visit the library and submit the unadulterated writing in front of the notary officer for further processing. Hence, the librarian or the notary officer is required to record every notarial act as an important public record. The roles and responsibilities of the librarian or the notary officer dictate that it is simple, but internally the librarian or the notary officer has to look after ample things before authenticating the documents (Gregory, 2019).

Benefits of Authenticated Data for the Publishers

Authentication of unpublished documents is incredibly essential, as it creates transparency during the publication of yet unpublished works. It gives a better opportunity to take full control of information, thereby enabling the author to know more about the needs and demands of the audience. The prime benefit of authentication of the unpublished work is to reach the ultimate goal and build sustainable means of engagement that are rooted in consumer trust. Moreover, in the case of authenticated information, it is easier for the publisher to build a deeper understanding with the readers. It also enhances the quality of the content and experiences and creates trust among the readers.

Authentication of documents also leads to improved inventory value. Through authenticated-user first-party data, the publishers can develop a strategy for log-ins,

thereby explaining the value of information exchange of the content to its customers. Hence, authentication enables the publisher to increase the value of the content as it is protected. It will also enable the publisher to have good control of the audience. The authentication and protection of the information will also ensure that no data is leaked or threatened.

Authentication of unpublished works is incredibly essential for the authors and publishers to safeguard the information from the bad users. However, it is important to maintain privacy and anonymity by creating a separate email address for accessing the information. Publishers need to restrict harmful and unsustainable information to maintain privacy and security, particularly for the top-notch level (Angermeyer, Van Der Auwera, Carta and Schomerus, 2017). Thus, authenticated data helps publishers to enhance their safety level by including a multi-layer authentication system, thereby streamlining the login process. It also makes sure that the targeted audience and the appropriate audience are able to access the information fairly, because authenticated data is published to enhance the quality of information. Henceforth, publishing authenticated information also helps the publisher and authors to create name and fame in the competitive business environment.

Issues faced due to unpublished documents

The publishing industry changed significantly due to the advent of new technology. Progressing in the digital era is a huge challenge for the publishing industry as it led to radical changes of publishing patterns. Publishing companies or the industry depending on traditional methods will not succeed in the age of digitization. Digital disruption, piracy change in reading, and the rise of audiobooks are some of the notable transformations with the gradual development of technology. However, the publisher needs to come up with new strategies to publish unpublished books successfully and to cope with the dynamic environment. The unpublished documents are the victim of the piracy problem. Online piracy has become fearful these days because it changes the way the contents are shared and consumed by the readers. The privacy problems significantly lead to fear among the writers thinking that the readers will not purchase any book shortly if the contents are duplicated by the use of technology.

Most readers do (not) prefer to buy books because of high shipping costs.¹ Therefore, unpublished books need to be published online, so that the readers are satisfied with the book. Here lies the issue of copyright, because when the books are uploaded online, there is a chance of data theft by other authors who may incorporate them with their ideas. Publishing unpublished works is vital for the authors to acquire name and fame in a world full of competition.

Apart from privacy errors, the quality and content of unpublished documents are checked by the publisher to verify whether any copied ideas are incorporated in the writing (Bruin, Treccani and Sala, 2015). Moreover, the writers often try to portray real-life incidents. So, the importance of copyright is important, because without appropriate copyright justification along with quality content, the writers cannot succeed in the competitive market. Hence, the need for authentication is *incredibly* essential to safeguard the rights of the writers, so that they can acquire name value in the competitive scenario. Unpublished documents like books, maps, journals, and

¹ This doesn't make sense. Don't you mean "Prefer NOT to buy books"?

manuscripts need to be published, and these materials should be authenticated from the government. It is because authentication strengthens the content of the documents, enhances quality, and at the same time, depicts the authenticity of the writers and publishers (Caldari and Nishizawa, 2014). However, if the writers work is autobiographical, it is absolutely necessary to authenticate the piece of writing or information in order to restrict incidences of piracy. The need for validation is vital, so that authors and academics can easily validate unpublished documents with the help of the internet. Therefore, it is cost-effective and time-saving for the researchers, authors, readers, and academics as well.

Challenges faced by librarians regarding authentication of documents

Challenges are an integral part of any work. With the technological evolution, there has been a vast difference between the generations. The traditional age-old methods are now replaced by machines. In libraries, the traditional book record method is becoming gradually obsolete because of the implementation of library management software. However, most of the authors or customers are fond of traditional methods, because they find it convenient, while others prefer digital services for transparency. Moreover, librarians are not accustomed to the digital system of managing the work of the libraries, which makes it difficult to continue present-day operations skilfully.

Considering these facts, it is clear that (modern) librarians face technological challenges when compared to the concepts and ideas of librarianship in more analog times. Therefore, public libraries need to implement technologically skilled employees to look after the needs and demands of the patrons. Apart from technology, librarians also face issues with security, authenticity, and authorisation of documents (Fourie, and Loe, 2016). These are critical aspects for librarians, as any false situation will lead to harm of the authors, and in such a case, the readers will not value the documents. As a result, librarians need to keep the documents confidential. Hence, librarians need to have ample knowledge and implement strategies to keep the documents from falling into the wrong hands. The authorization system needs to be taken care of, so that there is no loophole in the process. The authorization system will enhance the trust between readers, become the center of knowledge transmission, and draw a large number of readers in a short time.

Librarians or notary officers often face issues with communication. Hence, communication is the most important aspect that will enhance the transparency in the authentication of documents (Goulding, Walton, and Stephens, 2012). The challenges need to be tackled tactfully, so that public libraries are the authorised centre for authentication of unpublished documents.

Strategies for implementation of error free system to publish unpublished works

Error free systems are incredibly essential to authenticate unpublished books. The plan of librarians turning into notary officers or offering notary services is quite a tedious task. This is because the roles of the librarian and notary officers are very different. The librarian needs to acquire adequate knowledge to develop the role of notary, and thereby lead to an error free system for authentication. A system without flaws is vital to attract readers and raise revenue. Successful implementation of the plan is essential for enhancing the reputation of the authors. Furthermore, it is vital to make a

pre-launch checklist, which may include whether the documents have proper copyright, have authentication marks, and have proper names of the authors and titles. A public library is mostly government-owned, so it is the responsibility of the higher authority to prepare a checklist of unpublished works and make sure that the important criteria for publications are met effectively.

The checklist is prepared to make sure that important details are not missed during the launch of the unpublished works. As the whole process is new to most of the employees of the public library, it is vital to steer the employees toward strategic success, and therefore, it requires strategic leadership competencies by the higher authorities. Strategic leadership is critical for the development of an error free system, as it creates opportunities to unite teams and keep everyone in the same page when something new is being implemented (Hoppenfeld and Malafi, 2015). Top leadership also makes sure everyone works towards a collective goal. Moreover, strategic leadership is a robust framework, thereby it creates practical decision-making competencies. Employees of the library who have good knowledge and skills need to control the subordinates and take care of all actions and steps that are performed in the library for the initiation of an error free system for unpublished works. Thus, the role of strategic leaders in initiating new systems is commendable, because they look forward to achieving the objectives and mission without imposing burdens on the other employees. The collective and collaborative attitude of the leaders will enhance success significantly.

Nevertheless, the use of advanced technology cannot be overlooked. The digital revolution has made the lives of the public easier. The implementation of new technology in public libraries helps to overcome \difficulties or challenges in the most efficient way (Rahman and Sesung, 2017). The goal of using technology in libraries is to reduce errors in processes and enhance creativity and innovation in the workplace. Moreover, technology has also changed the work process itself, thereby making the lives of employees easier. It also takes less time, and the workload is comparatively less strenuous compared to manual work. The implementation of good technology and an accurate database management system will help overcome flaws and errors in the overall system.

On the other hand, communication is the most important criteria for the creation of an error free system. Effective communication between the employees helps the librarians, the central system, and the author towards the success of the new plan (Agung, 2017). Moreover, inspection of the workplace is essential for the development of the error free system. Inspection is performed to reduce the existing hazards and monitor steps to mitigate hazards consistently so that it leads to an error free system. Regular inspection of public libraries also helps to manage the overall library management functions more effectively and efficiently (Kesuma, 2020).

Knowledge Gap

Knowledge gaps are built to determine how the evidence or facts fall short. Knowledge gaps are essential for addressing the shortcomings of the study so that it helps future researchers focus on the gaps and build new results. From the analysis, it can be found that the pieces of literature, journals, and other scholarly articles that are available on the internet do not have sufficient information about the librarians working as notary officers. There are adequate data and information about the significance of

librarians in the present century, but their role of notary services has not been noticeably elaborated on. Along with that fact, the lack of reliable data and information are the major obstacle and gap in the process of the literature review. Some of the research provides information about the importance of validation and authentication of unpublished books, but it is not clearly described. Hence, it becomes very difficult to decipher information for the study, and thus the study becomes different from cultural viewpoints. The lack of relevant ideas about the challenges faced by the librarians as notary officers is not represented transparently. Thus, the knowledge gap is persistent during the extraction of information thereby, restricting the quality of information for this study.

Summary

In a nutshell, libraries are the storehouse of information. They consist of manuscripts, journals, and books, and sometimes unpublished books as well. Libraries support culture, creativity, and growth of the society. With time, the library system has also been modified. So, public librarians need to act as notary officers for authorizing and authenticating unpublished works. Authentication and authorization of unpublished works is vital to safeguard the rights of authors. It also helps to maintain transparency in the process. There are many challenges, roles, and responsibilities the librarians turned public notary officers have to face for authenticating unpublished works. The implementation of an error free system is vital to make sure that no works of the authors are judged negatively.

Methods and Design

Research methodology is an important part of the study, as it helps to understand the research objectives in a more enhanced manner. Research methodology is a systematic process, and is critical, which helps to analyze the answers to the objectives of the research more robustly. Therefore, to decipher information about the study, research philosophy discovers the area of source of data collection, development of knowledge, and nature of the data. It encompasses the areas of procedures through which data should be collected. This denotes that data collection through both primary and secondary sources. The choice of applied philosophy highly depends on the practical applicability of the implications. In other words, the study has considered interpretivist philosophy more appropriate in the given scenario. This is because the interpretivism research philosophy provides more in-depth insight to the research objectives formulated for the study. Furthermore, interpretivism research philosophy helps to carry out the qualitative method and is more appropriate for the study (Robinson, 2014).

Research design helps to form the conceptual design of the conducted research methodology. It establishes the blueprint of data collection and data analysis, as well as data measurement. Henceforth, to answer the research questions, the study is dependent on the research design for the identification of methods that help figure out the research objectives. The probability of the success of the study is entirely conditional on the research planning that would align the statement of the objective with proper justification. However, in case of this study, an exploratory research design has been

followed because these phenomena result in a range of causes and alternative options for a solution of specific problem (Basias and Pollalis, 2018).¹

The phenomena are highly appreciated in the study because public libraries as a public notary service is a completely new concept. Consequently, the research design creates a multiple alternative analysis for the researchers to explore the topic in the future. Conclusive research design is restricted from the study because it provides a typical conclusion at the end by analyzing the facts and information, thereby creating the least amount of chance of exploration on the subject matter. Moreover, exploratory research design is flexible and adapts to any change. It also enhances the groundwork that leads to the best future studies. On the other hand, exploratory studies potentially save time and other resources. Thereby, the cost of deciphering the information is comparatively less than another research design (Barnham, 2015).

The research approach helps to authenticate the study and research objectives. The study adopts an inductive approach and makes broad generalizations from personal observations. It focuses on generalizing new knowledge and theory emerging from the data that does not exist in any theory (Sekaran, and Bougie, 2016). Therefore, the inductive approach is generated based on the qualitative field-based approach. The qualitative field-based approach is an approach for understanding and exploring the meaning of individual attributes to a social or human problem. The resemblance, pattern, and regularities in the lessons are carefully noticed to reach the right conclusion for the study. The various elements of the research approach are further elaborated in the research strategy section.

Associated with the inductive approach, the study has carefully chosen a qualitative research strategy to achieve the research objective. With the qualitative research strategy, the inductive approach helps in the findings of patterns in the observation and helps to explain the theories (Khan, 2014). The type of strategy that has been adopted needs to be coherent, and consistency between the perspective and the methodology is maintained.

Data collection is an integral part of the research. So, the study adopts a secondary method of data collection. The secondary data collection method considers different anatomies of journals, books, and websites (Flick, 2015). Based on effective data collection methods, the research can be successfully performed by the researcher. The data analysis cannot provide a successful result if data collection is not done properly. So, some search terms were applied with the help of Boolean operators (AND, OR, and NOT) to the Google database, such as Google Scholar, to extract correct peer-reviewed journals, articles, and government documents for the study. Using search terms helps to derive specific information on the research topic. Moreover, well-defined, and appropriate inclusion and exclusion criteria are incredibly essential for ensuring the quality of data to be included for analysis (Yung and Khoo-Lattimore, 2019). The publication information such as the title, authors' names, name of publishing journal, and date of publication are considered vital for the study, as it ensures significant reliability and trustworthiness (Singh and Twalo, 2015). However, journals prior to 2010 were excluded from the study. Hence, it led to the selection of the right articles for the study, which enhanced the credibility of the research significantly.

¹ Usually, you don't explain why choosing a methodology is important. Your readers should know this fact. You need to focus on the methods you use in your study and why.

Findings and Discussion

This section will reflect the findings and discussion about the study area. The study portrays the importance of authentication and validation of unpublished works of various authors. At the same time, it also reflects the role of librarians transforming into notary officers. The transformation from traditional librarians to notary officers requires detailed legal knowledge. Hence, deciphering the information secondary data collection method is used to fulfil the research objectives. The data has been collected from peer reviewed journals, articles, newspapers, government newspapers, and peer reviewed legal books to have complete information of the study area. Moreover, a detailed study of the role of librarians from the journals and articles is also done to get proper insight into the research topic.

Importance of authenticating and notarizing the unpublished works

Public libraries play an important role in society. The public libraries exist in urban, suburban, and rural regions to help the society to have a better place. The public libraries are considered important places and are important for the development of the community. Public libraries help local people figure out the complexities of life. The libraries provide advice, and connections to health and housing, literacy, and other areas as well. However, most of public librarians are not trained to handle multiple tasks like guiding to legal solutions but assist people with other matters as well (Loesch, 2017). As the social work is continuously increasing, the work of the librarians is also changing. They do not work as the basis for borrowing and taking books but serve the role of a notary officer for authenticating unpublished documents. It is analyzed from the secondary sources that the current role of the librarians is not prestigious, thereby leading to less recruitment of public librarians (Hinze, McKay, Vanderschantz, Timpany, et al., 2012).

Every aspect of the society is continuously changing, so libraries are also changing for the betterment of the society. The work of the librarians is monotonous, and it is the reason no youth in society is ready to take the role of a librarians, even though the remuneration is good. Presently, the trend of online reading has diminished the role of the librarian and physical books. However, people go to the library to fetch some priceless works, but they do not get it because of the unpublished or unauthenticated status (Hill, Bordes, Chopra and Weston, 2015). The authors fear to publish the unpublished work because of being misplaced and because of the potential misuse of data. Hence, to authenticate the document, it becomes very difficult for the authors to find a good notary officer or a trustable publisher. Also, the current scenario shows that the librarians do not have the power to authenticate the books, so thereby, the students and researchers face problems when deciphering information regarding a study.

So, to make the role of the librarians more effective, the government of the countries are working proactively to shift their job role from traditional librarians to the contemporary notary officers. It will help the authors and researchers to get confidential information in a short span of time, which will enhance the research work significantly. Moreover, it will also benefit the librarians, as their monotonous work will be suspended, thereby creating more opportunities and growth in their career. The unpublished works of the authors will also get published, and the readers will understand the value of the documents, which will help the authors to generate revenue as well.

On the other hand, the secondary research on public libraries as public notary offices emphasises the importance of validation and notarising the unpublished documents. Therefore, the validation and authentication of unpublished documents is of huge benefit to junior authors and researchers, as it is a huge platform to showcase their work to the public. The validation and authentication of unpublished works is important to determine whether the document is copied from any other work, or if there is any issue or content that is against the norms of the society (Khan, Masrek and Nadzar, 2017).

Validation and authentication also help to reduce the risks associated with the document. Validation also helps to investigate the deviations in the documents, so that after authenticating, it does not hamper the sentiments of the readers. The validation of the documents also enhances deep study and understanding of the content and can be used to analyse whether it is mandatory to publish for the common people. Unpublished works have high chance of being copied. So, the validation of documents is vital because it enhances transparency in the whole process and the readers get authenticated books or documents for further studies (Hoppenfeld and Malafi, 2015). Validation of documents also enhances the thought process of the young generation of the country if the documents are validated properly. It also steers their thinking capacity, and encourages them to pen down their thoughts. Hence, with proper validation of the document, it reaches the public all over the world, and thereby there is an exchange of culture and language. It also helps people to develop their knowledge and skills on various culture of the world, which is very important in the present globalised world. Validation of documents also helps the people to stay ahead of competition if knowledge is acquired by authenticated and validated books.

The demand for the books eventually increases, and the revenue of the newly formed author also increases. Remuneration is also a strategy to write books on new concepts, which further helps in the development of society significantly. It is vitally important for the common people to encourage and inspire the authors of the present age. It will help the authors to record their opinions about culture, society, science and technology, politics, and economics to help the future generation to have in depth knowledge of the culture and society practiced.

Therefore, from the secondary sources, it is identified that changing the work patterns of traditional librarians to contemporary notary officers is encouraging the authors to showcase their talents through the validation and authentication of unpublished works. The transformation of libraries to public notary offices will help to identify fraudulent activities involved with unpublished documents, affirm the state of mind of the authors, and verify and record the identification of agreement. Moreover, the libraries as notary offices will also complete the notarial certificate on the unpublished books, bearing witness to documents or items in a safe deposit box and maintain a notary journal (Jimoyiannis and Angelaina, 2012). Hence, all the legal activities are expected for the publication of unpublished works with the transformation of libraries to notary offices. Transparency in the whole process will also lead to the betterment of the society. Technological advancement in the notary system will also make sure that no extra time is wasted in the overall process of authentication and validation (Kelley, Riggleman, Clara, and Navarro, 2017).

Roles and responsibilities of a librarian as a notary officer:

The librarian is the responsible person who takes care of the books and published and unpublished work of researchers and authors. The traditional work of librarians involves loaning of books to the students and patrons by keeping records. Many authors have not been able to publish their books, Moreover, it is time consuming and difficult for the librarian to find the books manually and give them to the patrons. Hence, a new system of online registration of books will provide them with searching for books research papers other important information quickly in the library (Cooke, 2018).

Therefore, it is important to implement new technologies and give special powers to the librarians to authorize unpublished books to validate them. In the traditional system in the public library, librarians are unable to use the online system to keep records of published and unpublished books and documents. Therefore, it becomes difficult for them to find the proper documents and papers. To bring the technology to the library, the policies and laws must be developed in such a way that the librarians would get the power of authorization of the documents and the patrons would be able to use the documents for their work.

The notary officers are the responsible persons who are allowed and permitted to authorize the unpublished documents. Therefore, public libraries should employ skilled and knowledgeable employees for the libraries to understand the online technology to better serve the readers. Therefore, with the implementation of a new policy, the librarians as the notary officers would be able to authorize the unpublished books and documents that will be useful for the readers, it will also help the authors to publish their books and reach readers (Greenberg, 2020).

There are many challenges faced by the authors as the notary officers where communication is a big issue in the libraries. Due to digitalization and globalization, everything has become on the internet and online, therefore there are lack of reliability and authentication of the books. From different sources and case study analysis, it can be said that traditional libraries are not very convenient for readers in this technologically advanced generation, thus, it is important to upgrade the libraries into notary offices so that the libraries are not only used for book reading or collecting information (Páez, et al., 2020). The librarians in the country might not be able to connect with the readers and may be unable to understand their requirements to serve them better. Therefore, it increases the misunderstanding and readers would not get back to the libraries where the librarians are unable to provide the documents they need.

There are difficulties and issues faced by librarians in the authorization, authentication, security, and privacy of the documents for the readers and authors. There are authentication issues with the books as there are authors who might not be reliable, and it would not be very useful for the readers to read those books. Thus, librarians are required to be cautious while working with different documents and check the reliability and validity of the documents before authorization. Checking the validity of the books will help the librarian avoid the awkward situation that affects the authors and disappoints the readers. Validation of the books is critical so that the readers would get authentic information and no false information could misguide them.

Librarians as the notary officers are responsible for performing various roles and responsibilities in the library, where the librarian should keep records of every notarial act. However, the notary officers are not permitted to provide advice to the authors for the authentication of the books in the library. The notary officers are restricted with proper rules and regulations, and if they fail to follow any of these rules will be sued. Hence, the librarian as the notary officer notarizes or authenticates the works if the authors are physically present at the library or notary office (Mersand, et al., 2018). The documents submitted by the authors are required to be fully completed, as incomplete documents would not be notarized. The documents submitted by the authors would be checked impartially.

If the documents are not proper for authentication, they are not allowed to be authorized. The notary officers check the documents properly and prepare certificates correctly, so that there are no authentication and validate the documents (Zulfa and Hanim, 2021). Therefore, the notary officers should know their limits and responsibilities so that the readers would not be misguided. The librarian as the notary officer should help the authors with authorization of the documents for those who are unable to publish their documents due to lack of money. Therefore, the librarians as the notary officers should perform their responsibilities wisely to upgrade the public libraries in the authorized notary offices and the authors and readers could be able to utilize those works.

Conclusion

In a nutshell, the study used secondary data from peer reviewed journals and articles to collect information on the role of public libraries as public notary officers. With the advancement of technology, the role of librarians is changing. This is due to the dominance of digital reading over offline reading. However, the social institution cannot be shut down, as it is the powerhouse of creativity and a place for gathering authentic and valuable information. The librarians' role is changing to that of notary officers for the betterment of society. Traditional librarians' role will not be restricted to arranging, organizing, and recommending books, but it will extend to the legal side as well. The librarians are appointed as notary officers to validate and authenticate the unpublished books. The validation and authentication of books will guarantee that ideas and concepts are not copied and maintain transparency without harming the sentiments of any religion, caste, or gender. It is identified that validation and notarisatation will also help to reduce the risks of unpublished works and the traditional author along with contemporary authors, who will obtain adequate reputation in society.

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المكتبات العامة كدوائر الكاتب بالعدل وأمناء المكتبات كالكُتاب بالعدل

د. أيمن عبدالرحمن إسماعيل

د. رمزي عبد القادر سلام

استاذ مساعد - كلية إدارة الأعمال

استاذ مساعد كلية إدارة الأعمال

جامعة الشرقية- سلطنة عمان

جامعة الشرقية - سلطنة عمان

Ayman.ismaeil@asu.edu.om

ramzi.salleem@asu.edu.om

أ. هشام سعيد الغنيمي

محاضر - كلية إدارة الأعمال

جامعة الشرقية- سلطنة عمان

hisham.alghunaimi@asu.edu.om

المستخلص:

دور المكتبات في تطور مستمر. تهدف هذه الورقة إلى فهم أهمية وفوائد تحويل المكتبات إلى مكاتب توثيق. علاوة على ذلك، تهدف إلى استكشاف دور أمناء المكتبات كموثقين في تقديم الفوائد المتعلقة بتوثيق الكتب للتحقق من صحتها. أيضا تهدف إلى تحديد التحديات التي يواجهها أمناء المكتبات في عملية توثيق الوثائق. وأخيراً، تحاول الورقة تقييم أهمية التحقق من الوثائق غير المنشورة وتوثيقها لجعلها معتمدة.

تعتمد الدراسة منهجًا استقرائيًا وتقدم تعميمات واسعة من الملاحظات الشخصية. وتركز على تعميم معرفة جديدة ونظريات ناشئة من البيانات التي لا توجد في أي نظرية سابقة. كما يُعتبر المنهج النوعي القائم على الدراسة الميدانية وسيلة لفهم واستكشاف معنى الخصائص الفردية المتعلقة بمشكلة اجتماعية أو إنسانية؛ لذا تمت ملاحظة التشابه والنمط والانتظام في الدروس بعناية للوصول إلى النتائج الفعلية للدراسة.

توصلت الدراسة أيضًا إلى عدد من النتائج، من أهمها: حاجة أمناء المكتبات إلى مواكبة التطور التكنولوجي، وضرورة اتباع أمناء المكتبات الذين يعملون كموثقين بعض القواعد الأساسية للموظفين الحكوميين بطريقة نزيهة وعادلة وحيادية. وقد يؤدي خرق القواعد واللوائح الحكومية أو عدم الالتزام بها إلى مشكلات قانونية وأخلاقية خطيرة بالنسبة لأمين المكتبة أو الموثق. بالإضافة إلى ذلك، يجب على أمين المكتبة أو الموثق مراجعة محتوى الكتاب بدقة قبل توثيقه. والحفاظ على سرية الوثائق. وبالتالي، يحتاج أمناء المكتبات إلى امتلاك معرفة واسعة وتنفيذ استراتيجيات للحفاظ على الوثائق من الوقوع في الأيدي الخاطئة.

الكلمات المفتاحية: المكتبات العامة، التوثيق العام، الوثائق، إدارة الوثائق والمحفوظات، علم المعلومات، الإدارة.