



Pragun Jindal Philanthropic Organisation  
**JINDAL COLLEGE FOR WOMEN**

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Affiliated to Bangalore University, JB Campus, NAAC Accredited & ISO 21001 : 2018 Certified

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**CRITERION – 4**  
**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.2 LIBRARY AS LEARNING RESOURCE**

**LIBRARY ORIENTATION & WEBINARS**

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**ESSENTIAL SKILL FOR LIBRARY AND INFORMATION PROFESSIONALS**

**JINDAL COLLEGE FOR WOMEN**



**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**Virtual Workshop on  
“ESSENTIAL SKILL FOR LIBRARY AND  
INFORMATION PROFESSIONAL” by**

**Mrs. Rajeshwari S**

**Librarian, Jindal college for women, Jindal Nagar,  
Tumkur road, Bangalore-73**

**On 12<sup>th</sup> June 2021**

## INTRODUCTION

LIS professionals must be able to communicate to stakeholders the value their institution provides. They should be able to speak about all of their libraries' services and programs and how they directly benefit their communities. Librarians must also deal professionally with library staff and patrons

## SKILL FOR THE LIBRARY PROFESSIONAL

Skill is an ability or proficiency in execution or performance, which is required for a person to plan and execute an action designed to achieve some goals or accomplish a particular task. A skilled person has the ability to perform any task successfully. He can face the challenges occurs in a particular profession because of the social, economic, education and technological changes. Thus in order to cope up with the ever-changing library and information science profession, the library professional must be a skilled professional. As the borderless library is fully a web-based digital library, so the library professional should be more acquainted with technological skill and so this skill should be enhanced among the working professionals.

**1. Technological Skills:** Technological skills mean those skills which are required to handle information technology and its other related fields such as computer operation, telecommunication medias, creation of online database, designing of websites, searching information from internet etc. As the borderless libraries are nothing but the advanced application of information technology on the library, so the library professional should have to familiar with the skills to handle IT and its application in the library environment in the relevant context.

Technological skills needed for a library professional can be discussed as follows:

- 1.1. **Computer and Information Technological Tools using Skill:** The librarian in the cyber world must have the skill of using computer and other information technological tools properly. Because quality of the library services is dependant on the quality of the librarian's performance. Skill of computer operation, application of bar code technology, creation of database and its up dating, designing and updating of web pages etc are required for the webbased librarians.
  
- 1.2. **Skill of using Internet and Computer Communication Networks:** Skills of handling different computer communication networking architectures and systems i.e. LAN, MAN, and WAN as well as using of internet and other library related networks like INFLIBNET, CALIBNET, DELNET etc are required for a modern library professional working in IT environment to tackle the problems and challenges raised in building and maintaining a digital web-based library. Speedy resource sharing and dissemination of information is possible only with the proper computer networking skills. Moreover, the library and information professionals should have the knowledge of network protocols like TCP/IP, UDP, SMTP, HTTP, FTP etc.
  
- 1.3. **Information Retrieval Skill:** As the web-based libraries are the database of databases, the librarian should have the professional technological skills of comprehensive retrieval of right information from a particular database in a logical and analytical manner and to provide it to its users at the right time. The librarians should be in a position to help its diversified user community by providing retrospective searches, ready reference services, bibliographic services, selective dissemination of information services etc.

Besides these technological skills, the library professionals should have the some other basic skills. The following skills should be enhanced for the library professionals:

2. **Traditional/Basic Skill:** Traditional skill includes those basic skills, which are necessary for running and operating a general traditional library. Skill for classification and cataloging of documents, method of indexing and abstracting etc. are also required for the librarian working in the web environment. With these skills, the librarian can manage the information in proper way and provide them to the users in a right way.
3. **Managerial Skill:** As the librarians are the manager of a library and information centre, they should have some basic managerial skills for managing the different sections like Finance, Human Resource etc. They should have to apply some of these managerial skills in planning, decision-making, motivating etc. Time management skill is one of the important managerial skills required for a successful librarian.  
Total Quality Management (TQM) of library and information center is mostly reliant on the managerial skill of the librarians.
4. **Communication Skill:** The library and information professionals act as the mediator between the information users/ seekers and the information resources or information providers. In the borderless digital library environment, librarianship is now rightly hailed as public relationship. Therefore proper communication skill is also important for the library and information professionals. They should be acquainted with the skill of technical communication writing, as they should have to deal with various groups of people through Fax, E-Mail, Bulletin Board, Web Sites, and Blogs etc.

5. **Preservation Skill:** As like traditional library in digital library environment, also the librarian should have the preservation skill for the E-Resources. In the borderless E-Library though all the documents as are in the digital form, but they are not fully secured. Different computer virus can attack the digital library databases and affect them very badly. The hacker can also hack the borderless digital library with their dangerous intelligent skills. Therefore, the library professional should have the knowledge of cryptography, firewall, and different anti-virus software for prevention and preservation of E-Resources.

### **SKILL ENHANCEMENT OF LIBRARY PROFESSIONAL:**

With the above-mentioned skills, a librarian in a web-based library can make a library function in a proper way. Therefore, proper emphasis should be given on the enhancement of the required skills of the library and information professionals. For the skill development among the human resources, the training can be directed in two levels.

**1. Basic Level:** In this level, importance is given in developing necessary professional skills require for a library professionals for giving services to each users by using different Information Technology tools.


**2 .Advanced Level:** In Advanced level training, areas like designing and architecture of computer networks system, developing web pages and databases as well as developing application programming packages, troubleshooting of IT related tools etc. are included

### **Conclusion**

However, a borderless library is becoming available to the users community at their doorstep but this beneficial technological application in a library institution will be fully successful only when there is a close

co- ordination between the IT and the human resource. Because it is mandatory for any institution that before implementation of any information technology it should be ensured that, the employees possess the required skills and competence. In the digital borderless library environment, the LIS professionals have to face different kinds of tuff challenges; so there is the maximum need of the skill enhancement programmes for the library staff.

  
(LIBRARIAN)

  
Principal  
Jindal College for Women  
Jindal Nagar, Tumkur Road  
(PRINCIPAL) 560077



**JINDAL COLLEGE FOR WOMEN**

(Managed by pragun jindal philanthropic organization)

Jindal Nagar, Tumkur Road Bengaluru-560073

(Affiliated to Bangalore University, JB campus and NAAC accredited)

**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**  
In associated with IQAC

**Organizing  
DELNET ORIENTATION PROGRAM**

**SATURDAY, JUNE 12, 2021 AT 4.00PM  
ZOOM OLATFORM  
MEETING ID:88883229101  
PASSCODE:PUF7VH**

**Co-ordinator  
Smt.Rajeshwari S  
Librarian**

**Smt.Veena T  
Principal**

PRAGUN JINDAL PHILANTHROPIC ORGANIZATION  
**JINDAL COLLEGE FOR WOMEN**  
JINDAL NAGAR, TUMKUR ROAD, BENGALURU – 560073



**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**TOPIC: "DELNET" ORIENTATION PROGRAM for  
Faculty Members**

**Date:** 12-06-2021

**Time:** 4:00 P.M.

**Platform:** Zoom



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**CONTENT LIST**

- Introduction
- A Live Demo From DELNET Portal
- Program Outcome
- Conclusion



**INTRODUCTION:**

- DELNET was started at the India International Centre Library in January 1988 as city based Library network in Delhi and was popularly known as Delhi Library Network, Networking Libraries of the Delhi.
- On 13<sup>th</sup> September 2000, Delhi Library Network- DELNET Became DELNET- Developing Library Network.
- DELNET with passage of time and technological advancements not only widened its scope but has crossed the geographical boundaries. Presently, it is the major resource sharing library network in India connecting more than 6900 Libraries in 33 States and Union Territories in India and 8 other Countries.
- The main objectives of DELNET is to promote resource sharing among the member Libraries by collecting, storing and disseminating information and by providing networked services to the researchers and scholars to supplement their research activity.





**DELNET**

Username:

Password:

**Login**

Admin UI  
Feedback Form  
Feedback: [support@delnet.in](mailto:support@delnet.in)

**Access Millions of Networked Library Resources through DELNET**

- 1,50,00,000+ Books across 10 years
- 1,00,000+ set of Journals
- 8,000+ e-Journals
- 1,00,000+ Theses Dissertations

Providing Information Support Services to the Scholastic World

Library Website  
Go to Home or any other page

### Live Demo from DELNET Portal



**PROGRAM OUTCOME:**

On this purpose, conducted DELNET Orientation Program for Faculty members through Zoom platform which was useful for their Teaching and Research. It was useful for collecting information on e-Journals, Articles Database, Inter Library Loan Facility, Database of Theses and Dissertations easily at user end.

**CONCLUSION:**

The rebirth of Delnet as Developing Library Network is a new dimension in the realm of resource sharing and information networks in India while the INFLIBNET concentrates among the universities and academic libraries.

  
LIBRARIAN

  
PRINCIPAL

PRINCIPAL  
Jindal College for Women  
Jindal Nagar, Tumkur Road  
Bengaluru-560073





Pragun Jindal Philanthropic Organization

# JINDAL COLLEGE FOR WOMEN

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Jindal Nagar, Tumkur Road, Bengaluru - 560073

## library and Information Center

In association with IQAC Organize

# WEBINAR ON DELNET RESOURCES AND SERVICES



**RESOURCE PERSON**

**Dr. Sangeeta Kaul**

**DIRECTOR**

**DELNET- DEVELOPING LIBRARY**

**NETWORK**

**JNU CAMPUS, NEW DELHI**

Platform



**DATE: 25/05/2022**

**VENUE: LIBRARY & INFORMATION CENTER**

PRAGUN JINDAL PHILANTHROPIC ORGANIZATION  
**JINDAL COLLEGE FOR WOMEN**  
JINDAL NAGAR, TUMKUR ROAD, BENGALURU – 560073



**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**TOPIC: Webinar on “DELNET” Resources and services**

**Date:** 25-05-2022

**Time:** 12:15 P.M.

**Venue:** Library and Information Center



**CONTENT LIST**

- Introduction
- Meaning and Definition
- The resources
- The services
- How to access DELNET online services through the web
- Program Outcome
- Conclusion



**Introduction:**

It was initially supported by the National Information System for Science and Technology (NISSAT), Department of Scientific and Industrial Research, Government of India. It was subsequently supported by the National Informatics Centre, Department of Information Technology, Ministry of Communications and Information Technology, Government of India and the Ministry of Culture, Government of India.

DELNET has been established with the prime objective of promoting resource sharing among the libraries through the development of a network of libraries. It aims to collect, store, and disseminate information besides offering computerised services to users, to coordinate efforts for suitable collection development and also to reduce unnecessary duplication wherever possible.

DELNET has been actively engaged with the compilation of various Union Catalogues of the resources available in member-libraries. It has already created the Union Catalogue of Books, union List of Current Periodicals, Union Catalogue of Periodicals, CD-ROM Database, Database of Indian Specialists, Database of Periodical Articles, Union List of Video Recordings, Urdu Manuscripts' Database, Database of Theses and Dissertations, sample databases of language publications using GIST technology and several other databases. The data is being updated in these databases and is growing rapidly. All the DELNET databases have been resident on DELSIS, an in-house software developed on BASIS Plus, an RDBMS, the product of Information Dimensions Inc. of USA which has been provided to DELNET courtesy National Informatics Centre, New Delhi.

**MEANING AND DEFINITION**

DELNET-Developing Library Network, New Delhi is a major resource sharing library Network in India connecting more than 7700 institutions in 33 states in India and few other countries comprising of Universities, Colleges, R&D organizations, medical hospitals, etc.

## THE RESOURCES

### 1. Union Catalogues and Databases

- a. Union catalogue of books
- b. Union list of current periodicals
- c. Union catalogue of periodicals
- d. Database of periodical Articles
- e. CD-ROM Database
- f. Union list of video recordings
- g. Union list of sound recordings
- h. Theses and Dissertations
- i. Profile of member libraries

### 2. Knowledge gainer portal

### 3. VISION Portal

### 4 DELNET also provides access to full-text E-journals

## THE SERVICES

1. Access to Union Catalogues and Databases
2. Interlibrary loan and document delivery services
3. DELNET Consortium for E-journals
4. Retro conversion
5. Reference services
6. Training programmes/Workshops/Lecture/Webinar
7. National convention of Knowledge, Library information Networking
8. Delnet coordination unit
9. Technical support
10. Technical support for open source software

## HOW TO ACCESS DELNET ONLINE SERVICES THROUGH THE WEB

Jindal College for Women, Bangalore Library is a member of Developing Library Network (DELNET). The DELNET allows its member to search the Books, Articles, Videos, CD-ROMs, On-line Dictionaries and Encyclopedias from database of about 6300 libraries worldwide. Library users can use these databases with following steps:

How to use DELNET?

Step:1

Go to DELNET Website <https://delnet.in/> through Google Chrome or Internet Explorer



Step:2

Click onto New Discovery Portal login



Step:3

A new web page is open and it is provide the USER NAME and the PASSWORD. Kindly obtain them from the Library of your institution. The User Name and the Password are not case sensitive. You can either write them in lower or upper case letters. Please be extra cautious while mentioning these details, as extra spaces or incorrect spellings can stop your access further.

User name:knjcw b

Password: jcw b8020



Network:     Search:     About Us: [Home](#) | [Membership Form](#) | [Feedback: \[helpdesk@delnet.org\]\(mailto:helpdesk@delnet.org\)](#)

**Access Millions of Networked Library Resources through DELNET**

- 2.50 Cr. 250+ Books available for loan
- 1.00,000+ list of Journals
- 8,000+ Full-text E-journals
- 1.00,000+ Theses/Dissertations

**Providing Information Support Services to the Scholarly World**









Step:4

Click onto Login button which appears on the same page. Just wait for a few seconds to get the authentication done.



Search the DELNET Digital Library Resources

Full-text Digital Library Resources

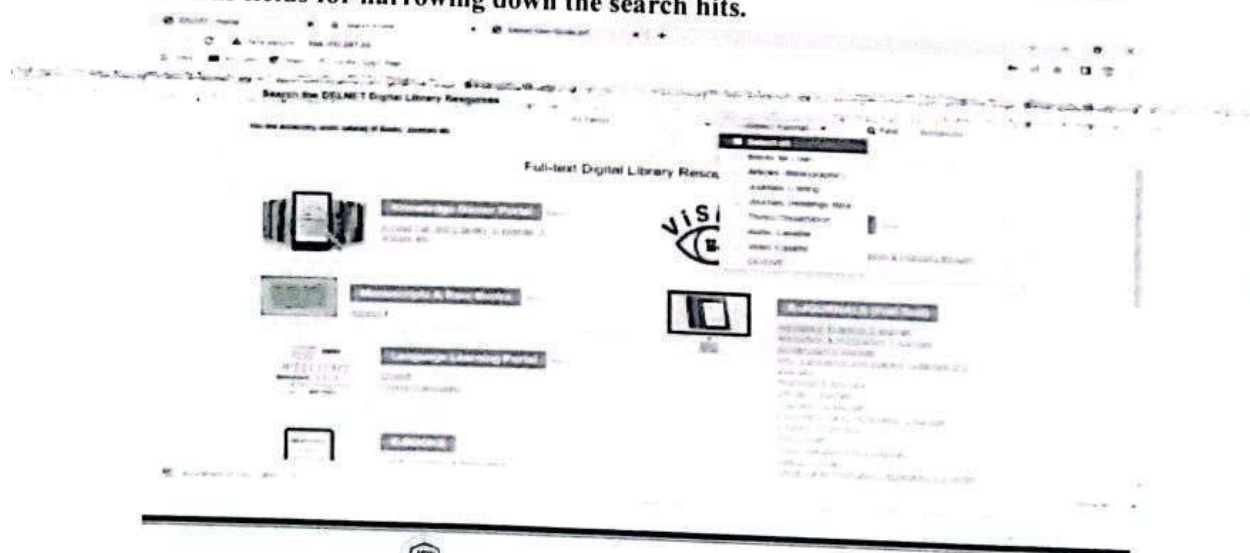
 <b>Academic Journals</b> Access to full-text journals & eBooks	 <b>Video Resources</b> Access to full-text video resources
 <b>Reference &amp; Text Services</b> Access to full-text reference & text services	 <b>Electronic Journals</b> Access to full-text electronic journals
 <b>Electronic Theses &amp; Dissertations</b> Access to full-text electronic theses & dissertations	 <b>Electronic Books</b> Access to full-text electronic books
 <b>Electronic Reports</b> Access to full-text electronic reports	 <b>Electronic Newsletters</b> Access to full-text electronic newsletters

### *For Searching Book Catalogue, Journals, Articles, E-books etc.*

If you want to search for any specific book, kindly double click the very first database, i.e. Union Catalogue of Books: CCF. This database currently has bibliographic information of more than 3,65,45,350 records of books, 1,08,240 Union list of periodicals, 20,235 Union Catalogue of Periodicals records, 11,24,250 Database Periodicals Articles, 62,686 CD ROMs records, 6,000 Union list of Video-Recordings, 1,025 Sound Recordings, 1,39,945 Thesis's and Dissertations, 1613 e-books etc. These records are available in different Member Libraries all across the country. The database size of these Union Catalogues grows with each passing day since more and more records of the Member-Libraries are getting merged into the system on a daily basis.

#### Step:5

As you click the Union Catalogue of Books: CCF, a window appears displaying: "You are Accessing – Union Catalogue of Books: CCF" with the searching options such as Title, Author, Subject, Series, Date of Publication, Place and Publisher, Corporate Body, Locations, etc. **Searching can be done through any of the fields available in a database. The Boolean operators can also be used between the various fields for narrowing down the search hits.**



### Step 6

Example: you want to search for books on “Engineering Mathematics”. You are requested to type “Engineering Mathematics” in the space provided to Title Box. In order to ensure that both the words “Engineering” & “Mathematics” appear in the title of each searched record, you have to ensure that you have selected “contains all” from the following five options in the title search: “contains all”, “contains in order”, “contains the phrase”, “contains any”, “includes”. In the search results you will find that the words “Engineering” & “Mathematics” will be present in any order. But if you want “Engineering Mathematics” to be present in the search results in the same order, i.e. “Engineering Mathematics”, then select the option “contains in order”. If you choose the EXACT PHRASE option then the system will look out for the exact appearance of Electrical Engineering, i.e. both words to appear as exactly in the title. You can also choose the wildcard searching (right truncations) by choosing the INCLUDE option. However, please see to it that only a single word can be given in this case since it is going to perform a right truncation searching. For Example, Elect\* will display the result set with the titles wherein words like Law will appear.

**The searching strategies for all the databases are the same.**

Search the DELNET Digital Library Resources

mathematical analysis

You are currently on a catalog of Books, Journals, etc.

Books for Loan  
Articles, e-articles  
Journals, e-journals  
Digital e-reading data

Find Add Record

**Suggested Topics** (within your search)


Mathematics (12,803) Algebra (11,377) Calculus (7,481)

Showing 1 - 40 of 48,950 records for "mathematical analysis" (query time: 1.52s)

1. **Mathematical analysis**  
by Institution  
[View] [Download]

2. **An introduction to analysis**  
by Thomas J. Tao  
Published 2010  
Institution: IITM  
[View] [Download]

3. **A first course in mathematical analysis**  
[View] [Download]

Jindal College For Women  Page 9

Search the DELNET Digital Library Resources

15. An acronym when citing of Books, Journals etc.

APostol

**Request a book**

**Similar Items**

SCALFORD ON BIRSE by  
NUMERICAL MATHEMATICAL ANALYSIS

SCALFORD ON BIRSE by  
NUMERICAL MATHEMATICAL ANALYSIS

THEORY OF NUMBERS by Colquhoun of  
Mathematical Analysis, Volume 1970  
Published (1974)

MATHEMATICAL ANALYSIS ED. 1 by Apostol  
Published (1967)

MATHEMATICAL ANALYSIS ED. 2 by Apostol  
Published (1967)

Main Author: Mathematical analysis

Format: Book

Location Code: 00107

Description: Full text: Full view

Description not available

### Step 7 :

#### ILL Online Registration for Books/Articles

Once the results of the query are displayed, you can place an ILL request for books or a request for photocopies of articles, if you are subscribing for ILL Online. For placing the request for selected Books or Journal Articles, kindly double-click on a selected book or an article for which you wish to register the request with DELNET and the full details will appear on the next screen. Click onto the icon (picture) marked POST which appears just on top of the description area and a new ILL form will be generated with the already filled in data of the Book/Article. At this point you may kindly type the ILL Password in the appropriate Box and also complete the other details including your name, telephone number, name of the

institution, etc. Kindly note that no field of the form should be left blank or else, the request may not be registered. After filling in the ILL form, click the "SUBMIT REQUEST" button and within a few seconds a message on the screen will appear conveying that the request is successfully registered with DELNET. The DELNET

will process the request and send you the books(s) or journal articles through courier/post as desired by you.

Note: The online request password has kept secret to avoid misuse. You are requested to search your required information by using the steps from 1 to 7 and the same submitted to Library. The Library will arrange the same at the earliest.

### Send E-Mail

Please feel free to send us ILL requests for Books or requests for photocopies of Journal Articles through E-Mail to [delnetbgl@gmail.com](mailto:delnetbgl@gmail.com) We assure you that we will reply promptly to your queries.



Step 8 :

The Database of E-Books

Click on E-Books

**E E-Books Directory**

Home

New

Top 20

Popular

RSS

*E-Books Directory* is a daily growing list of links to freely accessible ebooks, documents and lecture notes found all over the internet. You can submit your own ebooks, or add other resources you come across. Look below for the main directory of categories.

This website is now completely redesigned to be accessible to mobile devices with small screen sizes. The look is somewhat different now, but the content is the same.

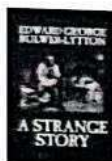
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21.2k  
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For Example Just Click on Subject i. e. Law  
 You can see the Subcategories also.  
 Click on the first title

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10.5k views

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**Some Fundamental Theorems in Mathematics**  
 by Oliver Knill - arXiv.org - 2016  
 An expository guide to some theorems in mathematics. Criteria for the current list of 135 theorems are whether the result can be formulated elegantly, whether it is beautiful or useful and whether it could serve as a guide without leading to panic.  
 (6393 views)

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**Step 9 :-**

**E-journals.**



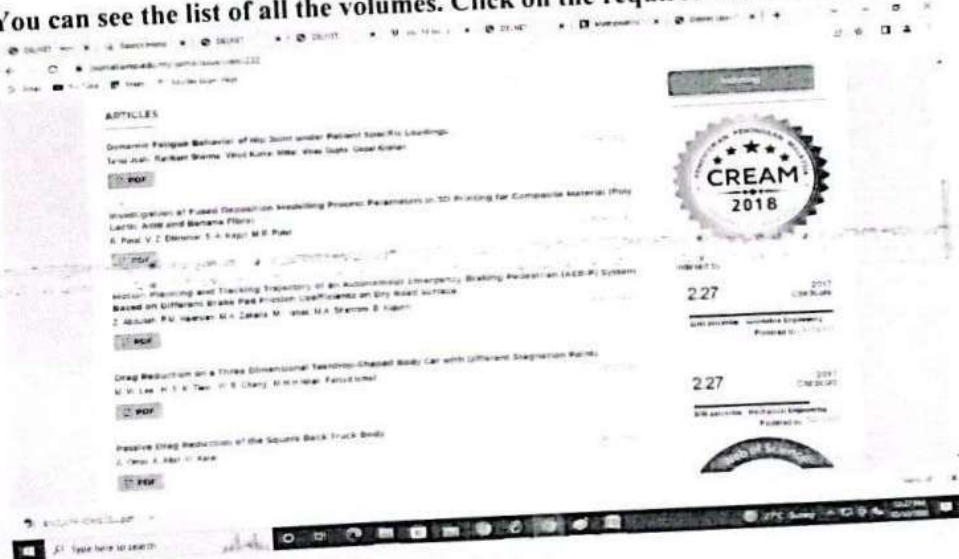
For example click on to the first e-journal (Law E-journals)

For example click on the first journal 'African Human Rights Law e-journal.'

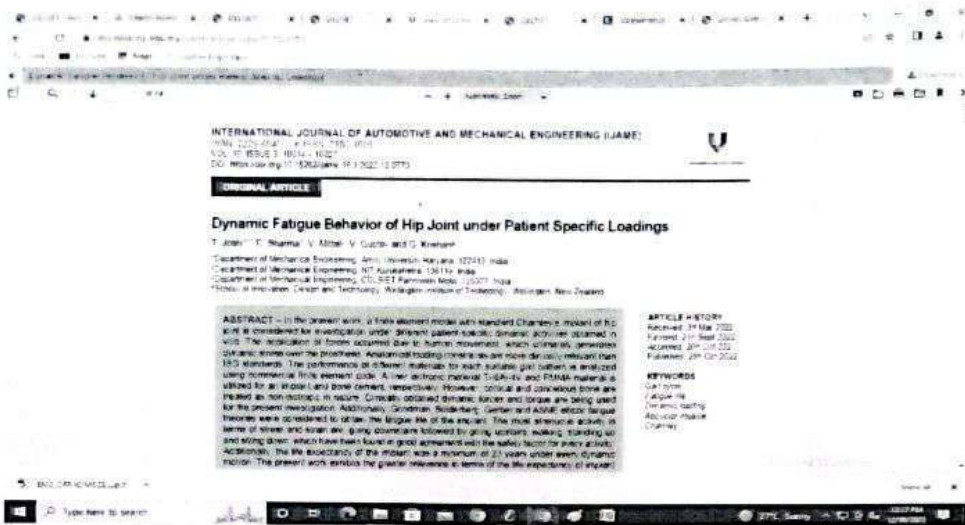
Access E-Journals

Sr.No.	Education
1.	AAGU Journal
2.	AASA Journal Of Scholarship & Practice
3.	AALP Journal of Academic Freedom
4.	Across the Disciplines
5.	Advances in Physiology: Education
6.	African Journal of Health Professions Education
7.	African Journal of Teacher Education
8.	Anadolu Journal of Educational Sciences International
9.	Applied Research on English Language
10.	Arab World English Journal
11.	ASEAN Journal of Teaching & Learning in Higher Education
12.	Asian American Literature, Discourses & Pedagogies
13.	Asian Journal of Distance Education
14.	Australian Journal of Educational Technology
15.	Australian Educational Computing
16.	Bellaterra Journal of Teaching & Learning Language & Literature
17.	BMC Medical Education
18.	Brazilian English Language Teaching Journal
19.	Brock Education - a Journal of Educational Research and Practice
20.	Bulgarian Journal of Science and Education Policy
21.	Business, Management and Education
22.	Canadian Journal for the Scholarship of Teaching and Learning
23.	Canadian Journal of Learning and Technology
24.	CBE: Life Sciences Education
25.	CEPS Journal - Center for Educational Policy Studies Journal
26.	Concept - The Journal of Contemporary Community Education Practice

You can see the list of all the volumes. Click on the required volume & Issue



Click on the required article



**Conclusion**

The rebirth of Delnet as Developing Library Network is a new dimension in the realm of resource sharing and information networks in India while the INFLIBNET concentrates among the universities and academic libraries.

\*\*\*\*\*

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# JINDAL COLLEGE FOR WOMEN

(Recognized by Govt. of Karnataka)

(Affiliated to Bangalore University and NAAC accredited)

Jindal Nagar, Tumkur Road, Bengaluru - 560073.

## DEPARTMENT OF LIBRARY AND INFORMATION CENTER

Report On : "Delnet Awareness for Non-Teaching Staff"

Date: 08-June-2022

Time: 11.30 am to 1.00pm

Topic: "Delnet Awareness for Non-Teaching Staff"

Resource Person: Rajeshwari S

### **Introduction:**

Delnet was established in 1988 as city based library networks in Delhi, and was popularly known as Delhi library network, networking the libraries of the Delhi. Got registered as a society in 1992. On 13<sup>th</sup> September 2000, Delhi library network- Delnet became Delnet developing library network.

Delnet main objective is to promote resource sharing among the member libraries by collecting, storing and disseminating information and providing networked services to the researcher and scholars to supplement their research activity.

### **Training Includes:**

- To offer guidance to the member libraries on cataloguing database services, circulation, acquisition, serial control, online services, selection of hardware and software etc.

- To established a referral center to monitor and facilitate catalogue search and maintain a central online union catalogue of books, serials and non-book material of all the participating of libraries.
- The training session includes Delnet services like access to union catalogue and database. Inter library loan and document delivery services. reference services, e-journals/e-books.

### **Conclusion:**

All Non-Teaching staff participated and benefited from the program that the Department of Library and Information center organized to awareness of Delnet.

### **List of Participants:**

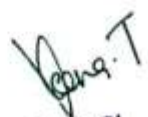
1. Smt. Shobha R
2. Smt. Smitha singh
3. Ms. Ashwini Kumari
4. Smt. Deepashree K
5. Smt. Shalini N
6. Ms. Chaithra R
7. Smt. Lakshamma

### **Outcome**

Staff members were capable of the following by the end of this management training course:

- The Non-Teaching staff gain knowledge about Delnet resource
- To access online database

  
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**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**LIBRARY ORIENTATION PROGRAMME 2022-23**

**Date:** 18-08-2023

**Time:** 11.00 am

**Place:** Jindal College Library

## **INTRODUCTION:**

Library is compared to the heart of an educational institution. It supports the needs and thirst of the users of the institution. The goal of an education institution is to support the teaching and research needs. The main objective of the user orientation is to introduce the library facilities, resources, services and library techniques to the users. The orientation programme makes the users familiarize with the resources and increases the use of libraries.

## **OBJECTIVES:**

To provide information sources necessary for teaching learning process in the subjects, fields of interest in the college.

1. Access reliable information.
2. Access information quickly
3. Learn the skill to be a life-long learner and reader
4. To help the students in their personal growth and to sharpen their intellectual curiosity.

## **IMPORTANT THINGS TO REMINDER**

- 1 Library Card
- 2 Quiet Study and Research Center
- 3 No Food / Drink / Candy
- 4 Keep the Library Clean

## **LIBRARY USAGE KNOWS HOW'S: CHECKING OUT BOOKS**

1. Must have ID card
2. 1 week check-out
3. Watch your date sticker
4. Renew anytime No card needed
5. Late fees 2Rs a day

6. Book return slot
7. Lost card?
8. Overnight Checkout

## **FINDING BOOKS ON THE LIBRARY COLLECTIONS**

### **1. Book Search**

OPAC - On-line Public Access Catalog

WEBOPAC – It is a library catalog on the Web or Intranet.

### **2. Ways to search**

- Author
- Title
- Subject
- Series
- Keyword
- Categories

### **PRESENT FACULTY MEMBERS:**

Sl. No	NAME	DESGNATION	QUALIFICATION
01	Kantha Mani S	Librarian	M.L.I.Sc
02	Divya B N	Asst. Librarian	M.Sc in LIS



## PROGRAM OUTCOME:

On this purpose, Jindal College for Women conducts a Library Orientation class for fresher's .The class was conducted by Librarian Mrs. Kantha mani S for different classes on different days.

  
16/8/2023  
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**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**LIBRARY ORIENTATION  
PROGRAMME**

**Date:** 16-09-2022

**Time:** 11.00 am

**Place:** Jindal College Library

## **INTRODUCTION:**

The Jindal College Library has been emerging as a Knowledge Resource Centre mainly catering to the needs of the Faculty, Administrative Staff, Research Scholars and Students towards accessing information. Our library is housed in a hall of 3766.88 Sq.Mts with 150 seating capacity It provides an adequate reading space 858 sq.f. There is a regular subscription to leading Newspapers, Magazines and Journals thereby augmenting the library as a rich source of knowledge. The feedbacks from users of the Library testify that they have always cherished memories of having availed the services of this treasure-house of knowledge in the past decades.

## **OBJECTIVES:**

To provide information sources necessary for teaching learning process in the subjects, fields of interest in the college.

1. To assist the teachers to be abreast of the latest developments in their areas of specialization.
2. To develop & maintain reading habits among the students.
3. To help the students in their personal growth and to sharpen their intellectual curiosity.

## **PRESENT FACULTY MEMBERS:**

Sl. No	NAME	DESIGNATION	QUALIFICATION
01	Kantha Mani S	Librarian	M.L.I.Sc

### **CONCLUSION:**

Library orientation will instill confidence in users, encouraging them to use the library effectively. The goal of library orientation is to make library users proficient in research as well as lifelong learners. The impact of library orientation extends beyond the classroom and orientation, allowing users to engage themselves and effectively identify, access, retrieve, and use library information resources to their advantage. Library orientation is an effective method of educating users and raising awareness of the library's available information resources.

### **PROGRAM OUTCOME:**

Dept. of Library and Information Center conducted Library orientation programme for All Streams (B.Com, BCA, BBA, B.Sc) first year students, the Librarian Smt. Kantha Mani S. gave information about library, Types of library, Library Services, facilities and general rules and regulations to the students.

  
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**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**LIBRARY ORIENTATION PROGRAMME**

**Date:** 25-10-2021

**Time:** 11.30 am

**Place:** Jindal College Library

## **INTRODUCTION**

The library is a store house of knowledge; it is an important intellectual resource of the community. A library attached to any educational institution is known as academic library, it helps the members of the academic institution to have self-development to fulfill the curriculum requirements in order to enhance studies and research. The primary characteristic of a good academic library is to make complete identification with the needs of the institution to which it serves. The main objective of academic library is to function as an auxiliary to the parent institution in carrying out its teaching programs effectively

### **OBJECTIVES:**

- 1 To provide comprehensive resources and services in the support of teaching, learning and research needs of the user community.
- 2 To increase the collections and to create tools for easy access of materials.
- 3 To inculcate the habit of reading amongst students.
- 4 To provide sufficient reading material to the students in the process of borrowing.
- 5 To reach to the needs of the students in a smart way in correct time

### **JINDAL COLLEGE FOR WOMEN LIBRARY AND INFORMATION CENTRE: AN OVERVIEW**

The library of Jindal College for Women, Jindal Nagar, Bangalore was established in the year 2010 during the inception of the college. Our college library is well equipped with an elaborate collection of Books, Journals and other resources in the field of Humanities, Physics, Mathematics, Computer Science, English, Commerce / Management, and General reading, etc. to cater the information needs of undergraduate students and faculties. Our library has closed access system and the books are arranged subject wise in closed racks. At present the Library has collections of books, 10 periodicals and 11 magazines and Previous Years Question Papers.

### **LIBRARY SERVICES/ FACILITIES AND BEST PRACTICES**

1. College Library offers an array of services including:

- a. Lending Service
  - b. Reference Service
  - c. Current Awareness Service
  - d. Selective Dissemination of Information (SDI) Services to Faculty Members
  - e. Providing of previous academic question papers
2. The library ensures purchase and use of current titles, Journals and other reading materials by following indexes:
- a. Consultancy from teaching staff
  - b. Use of books issue system
  - c. Publisher catalogues
  - d. Suggestions/Requisition from the students

#### **LIBRARY COMMITTEE**

The library has a Library Advisory Committee headed by the Principal of the college and all the heads of the departments are members, the committee meets twice in a year. The library committee plays a key role in decision making regarding the computerization, book acquisition, weeding out of books, subscription of periodicals / newspapers, library rules, regulations, and other issues for the improvement of library services and facilities.

#### **MEMBERS**

Sl.No	Name	Designation
1	Prof. Veena T	Principal Chairperson
2	Mrs. Rajeswari S (Librarian)	Member Secretary
3	Mrs. Komala J (HOD. Of M.COM)	Member
4	Mr. Xavier (HOD Commerce)	Member
5	Mrs. Veena K Anand (Dept. of Commerce)	Member
6	Mrs. Deepika Burnwal (HOD. Of Management)	Member


7	Ms. Latha M R (HOD. Of Computer Application)	Member
8	Mr. Srinivasa P R (HOD. Of Physics)	Member
9	Mrs. Mamatha H K (HOD. Of Mathematics)	Member
10	Mrs. Anitha B G (HOD. Of Chemistry)	Member
11	Mrs. Bhagyavathi B (HOD. Of Kannada)	Member
12	Mr. Nagappa S Angaadi (HOD. of English)	Member
13	Mrs. Varsha Sharma (HOD. Of Hindi)	Member

### LIBRARY WORKING TIMINGS:

The Library is kept open on all working days of the year.

WORKING TIMINGS OF THE LIBRARY	
Days	Timings
Monday to Friday	09.00 AM to 4.30 PM
Saturday's	09.00 AM to 4.30 PM. 09.00 AM to 1.00 PM.

  
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**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**“LIBRARY ORIENTATION PROGRAMME”**

**Date:** 15-07-2019

**Time:** 11.30 am

**Place:** Jindal College Library

## **INTRODUCTION**

As part of our commitment to serve our users in an effective way for supporting their information and research needs. Library offers for our users to learn more about library and its resources. User education/Library Orientation is offered through library open tours and lecture at library hall in the beginning of each academic year. User Education instruction take place in the library. In the library students can experience hands on training with the library's touch screen OPAC and library's numerous collections. A Library Orientation Program-Knowing your Library & Effective use of Library was conducted for First Year Students and newly joined staff.

## **INFORMATION LITERACY PROGRAM HOW TO ACCESS E-RESOURCES**

### **Aim of the Programme**

- To Increase the awareness about e-resources under N-list.
- To train the Users in accessing e-resources.

### **Report of Programme**

The program was inaugurated by Prin. Ms. Sevithaya C, in her address she emphasizes the library's role in supporting teaching and learning activities of parent institution and expresses his concern about emergence of new technology in libraries. Librarian Ms. Pramila M. C. has delivered welcome speech and explained background of the program. She highlighted the importance of e-resources in academic process. There were 127 participants participated in said program. Training program intended to create awareness as well as acquaint the participants with the e-resources available under N-list E-resource package. The workshop aims to inspire and motivate the participants to

upgrade their skills in using e-resources. The overall workshop was very informative and appreciated by participants.

### **Programme Outcome**

The information literate student accesses needed information effectively and efficiently. The students knowing about e-resources, library facilities and also collections of Jindal college library.

*Pans*  
**LIBRARIAN**

*Pans.T*  
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*Sd/-*  
**PRINCIPAL**  
Principal  
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**DEPARTMENT OF LIBRARY AND  
INFORMATION CENTER**

**LIBRARY ORIENTATION PROGRAMME**

**Date:** 02 -07-2018

**Time:** 11.30 am

**Place:** Jindal College Library

## **INTRODUCTION:**

The Library Orientation program offers first year students an introduction to the library's resources and services. The program also touches on academic integrity the intrigues in the art of database searching.

### **Objectives of Orientation**

- To familiarize students with the library facility, resources and services.
- To acquaint students with basic database searching techniques.
- To introduce students to issues of academic integrity.

### **PRESENT FACULTY MEMBERS:**

Sl. No	NAME	DESGNATION	QUALIFICATION
01	Pramila M C	Librarian	M.L.I.Sc

### **JINDAL FIRST GRADE COLLEGE LIBRARY AND INFORMATION CENTRE: AN OVERVIEW**

The library of Jindal First Grade College for Women, Jindal Nagar, Bengaluru was established in the year 2010 during the inception of the college. Our college library is well equipped with an elaborate collection of Books, Journals and other resources in the field of Physics, Mathematics, Chemistry, Computer Science, English, Kannada, Commerce / Management, and General reading, etc. to cater the information needs of undergraduate students and faculties. Our library has closed access system and the books are arranged subject wise. At present the Library has 3971 Books, 03 periodicals and 03 magazines and E-resource like N-List. Project Reports of BCA and BBA are also available for reference. It also has Previous Years Question Papers.

## **Expected Outcomes**

Upon completion of the Library Orientation Students should be able to:

- Locate resources and services within the library.
- Know where to go for assistance from the library staff.
- Log on to library computers and search the library's website.
- Use the online catalog.
- Understand what resources are located within the library.
- Understand the basics of database searching.
- Recognize issues of academic integrity.

## **Conclusion**

Library Orientation Program is very essential for library users. It enables library users - to use library resources and services independently and efficiently for the purpose of their study thereby transforming them to be lifelong learners.

**The above outcomes are in consistent with following assumptions.**

The information literate student determines the nature and extent of the information needed.

- The information literate student accesses needed information effectively and efficiently.
- The information literate student evaluates information and its sources critically and incorporates selected information into his or her knowledge base and value system.

- The information literate student, individually or as a member of a group, uses information effectively to accomplish a specific purpose.
- The information literate student understands many of the economic, legal, and social issues surrounding the use of information and accesses and uses information ethically and legally.

*Pamra*  
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