

GURU NANAK COLLEGE, DHANBAD

Date: 20/10/2020

Report on Library Orientation Programme

Organized by Guru Nanak College – Library

On 19th October 2020, an online orientation programme was organized by Guru Nanak College – Library.

The Orientation Programme is live via Google Meet from 3:00 P.M. to 4:30 P.M.

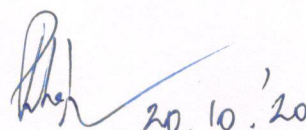
Google meet Url for the Programme : - <https://meet.google.com/cph-ggev-hkw>

The above programme was organized for the current academic session 2020-2023. The main objective of the orientation programme was to make students aware of the e-library and E-Resources of the library. In this programme the students were told that in addition to physical books and reading material, library also procures more than 6,00,000 books and 6,000 + journals online.

The programme began with introductory address by Ms. Nushrat Parween, (Librarian) followed by a PowerPoint presentation. The PPT well elaborated on the resources of the library, library database (Koha), its OPAC (online Public Access Catalog), and the N-List (INFLIBNET) Programme subscribed by the Library. More than 100 students actively participated in this programme. The Librarian tried to resolve all the questions/queries put up by the students.

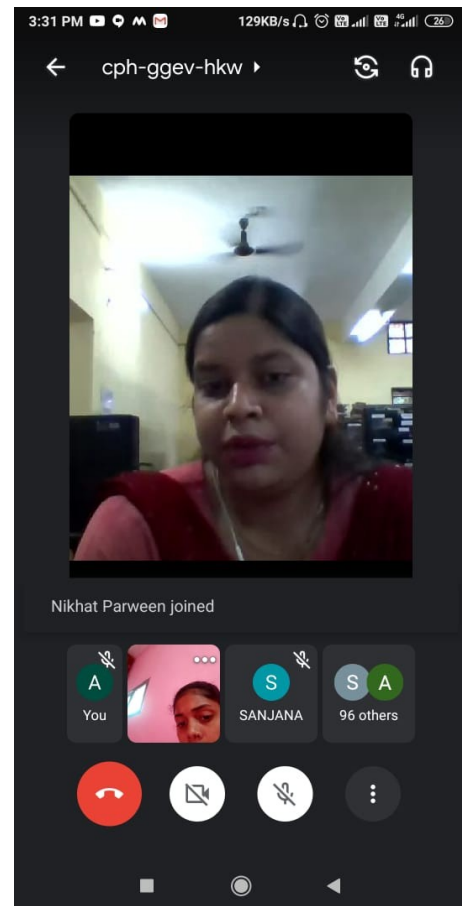
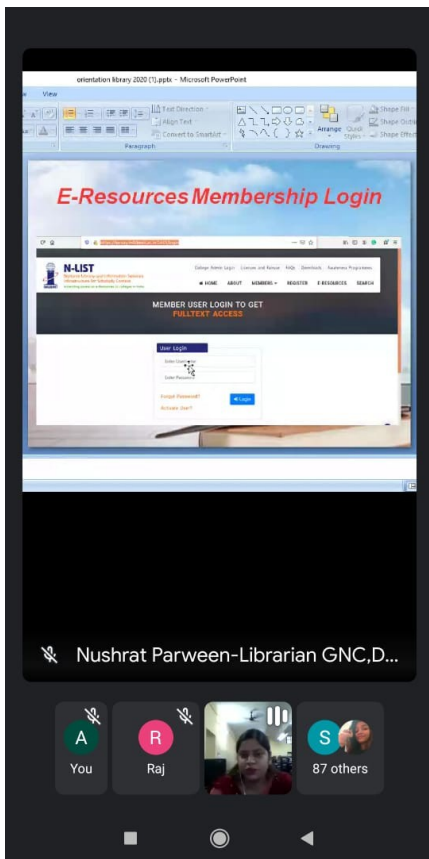
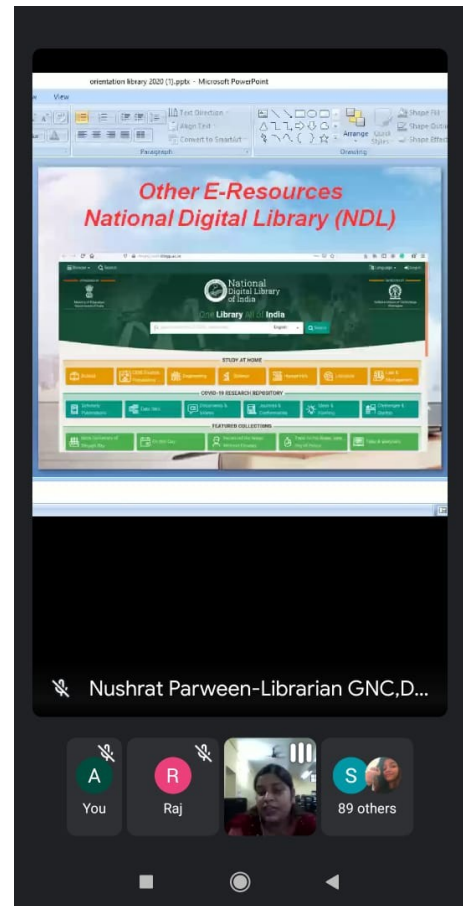
The programme was concluded with inspirational words from the Principal, Prof. P. Shekhar. He told the students about the importance of the library and also apprised them of the new reading room of the library. In his motivational address, particularly to the new students, he elaborated how they could be benefitted by remote online resources, even while sitting at home during the pandemic.

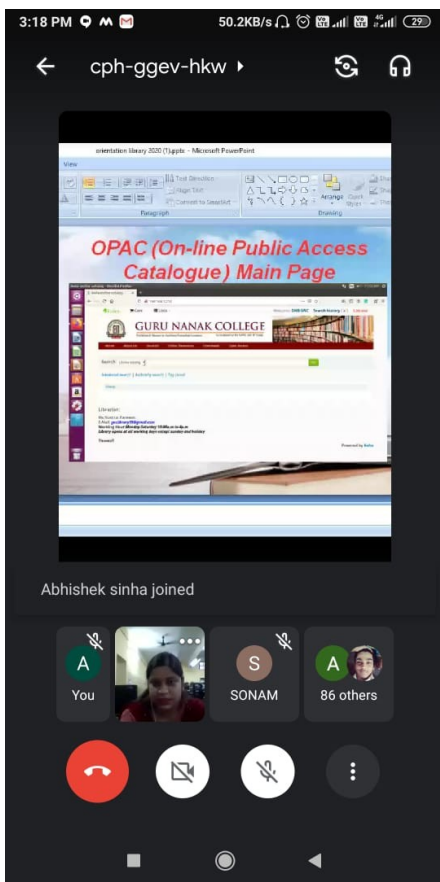
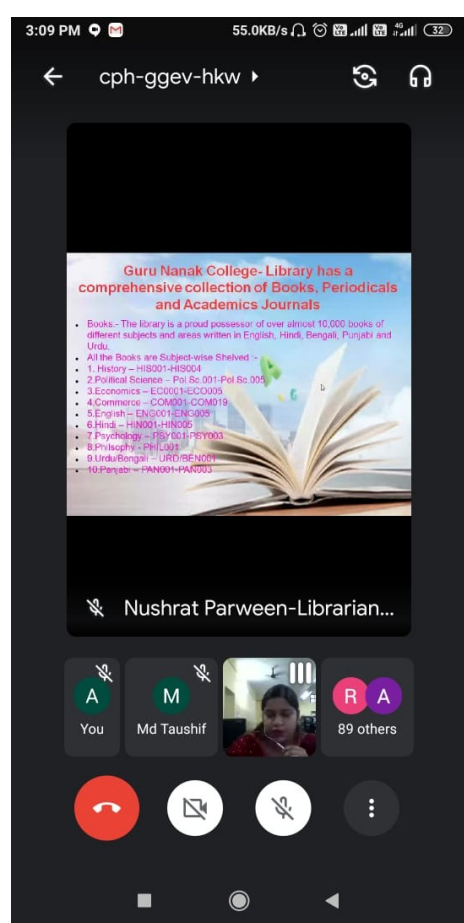
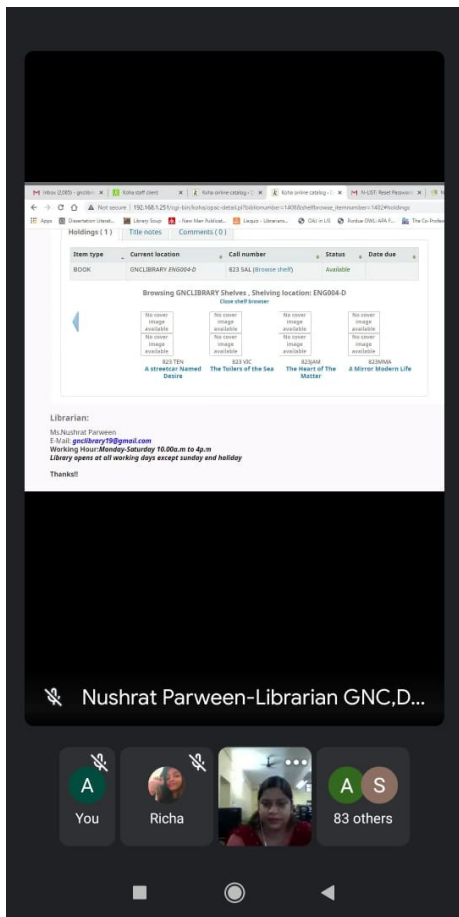
It was a successful programme.

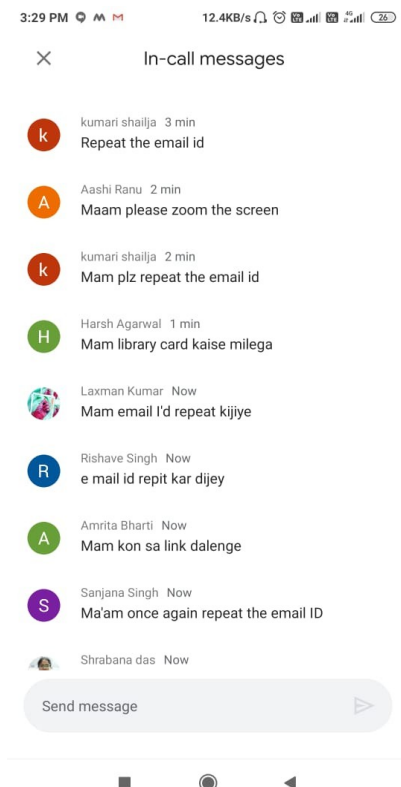
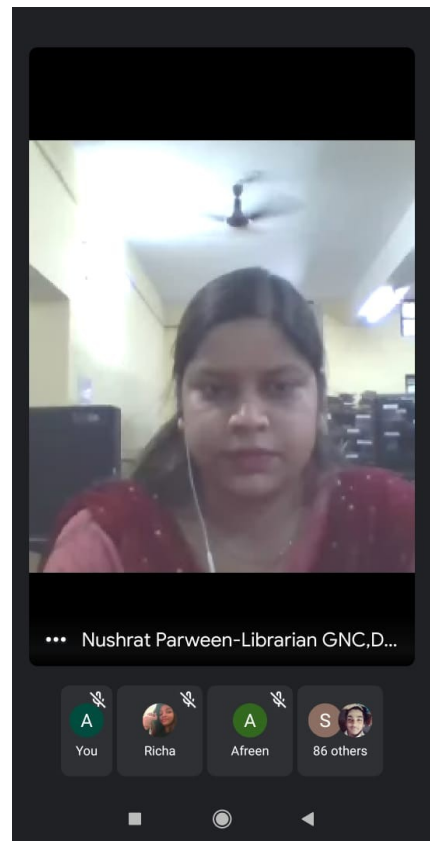


(P. Shekhar)
Principal

Guru Nanak College, Dhanbad









WELCOME TO LIBRARY ORIENTATION 2020

GURU NANAK COLLEGE- DHANBAD



GURU NANAK COLLEGE- LIBRARY



Library Orientation

Welcome to Library Orientation Program

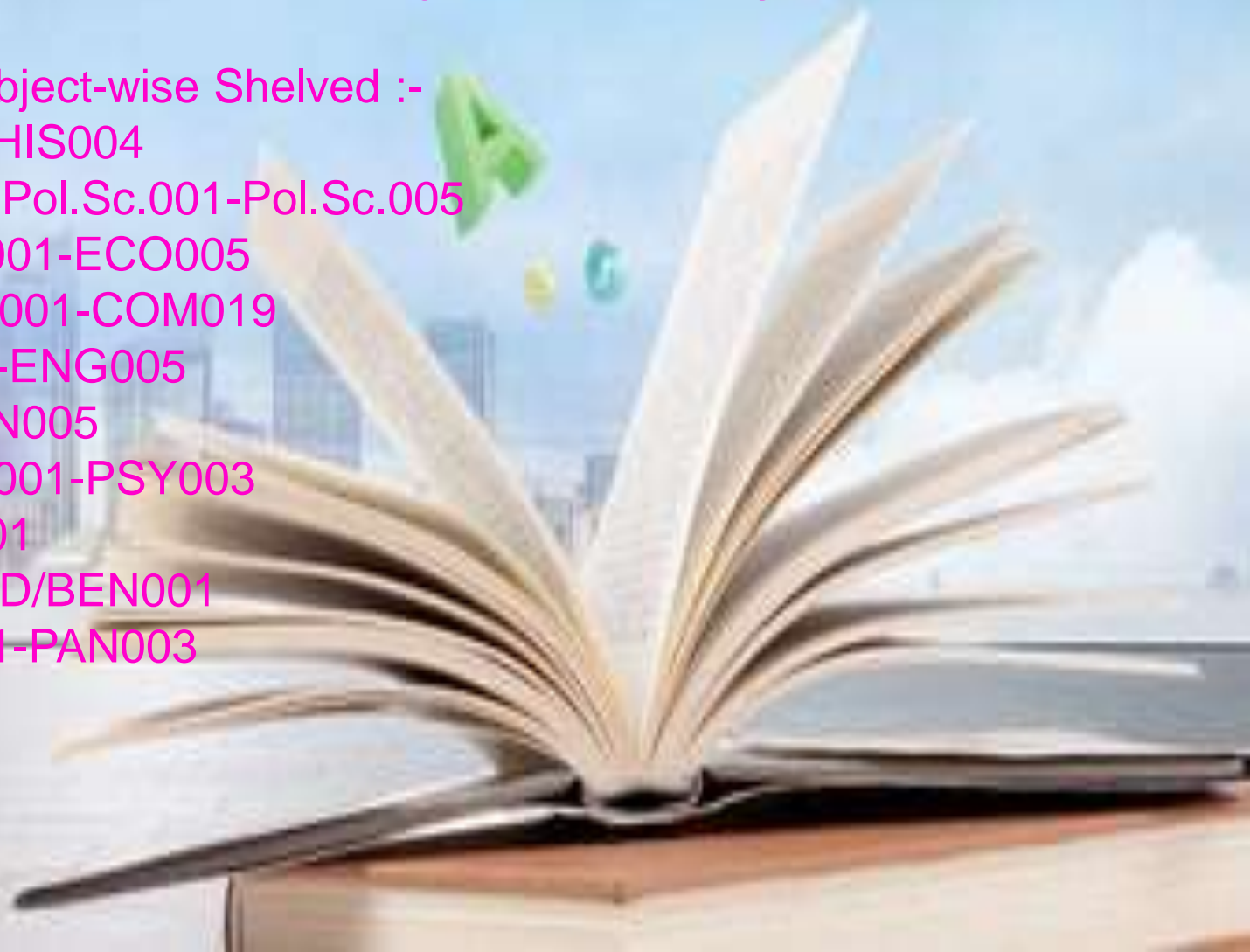
This program is for the students who would like to learn the basics of Library usage.

Guru Nank College -Library

- The College Library strives to create a lively and enriching intellectual environment for students.
- Its collection caters to both the students' academics and recreational requirements.
- Library is equipped with high-tech CCTV
- User-friendly fully computerized on-line library catalogue is available for access to students.
- In an open stacking system students can browse the entire collection themselves.

Guru Nanak College- Library has a comprehensive collection of Books, Periodicals and Academics Journals

- Books:- The library is a proud possessor of over almost 10,000 books of different subjects and areas written in English, Hindi, Bengali, Punjabi and Urdu.
- All the Books are Subject-wise Shelved :-
- 1. History – HIS001-HIS004
- 2. Political Science – Pol.Sc.001-Pol.Sc.005
- 3. Economics – EC0001-ECO005
- 4. Commerce – COM001-COM019
- 5. English – ENG001-ENG005
- 6. Hindi – HIN001-HIN005
- 7. Psychology – PSY001-PSY003
- 8. Philosophy - PHIL001
- 9. Urdu/Bengali – URD/BEN001
- 10. Panjabi – PAN001-PAN003



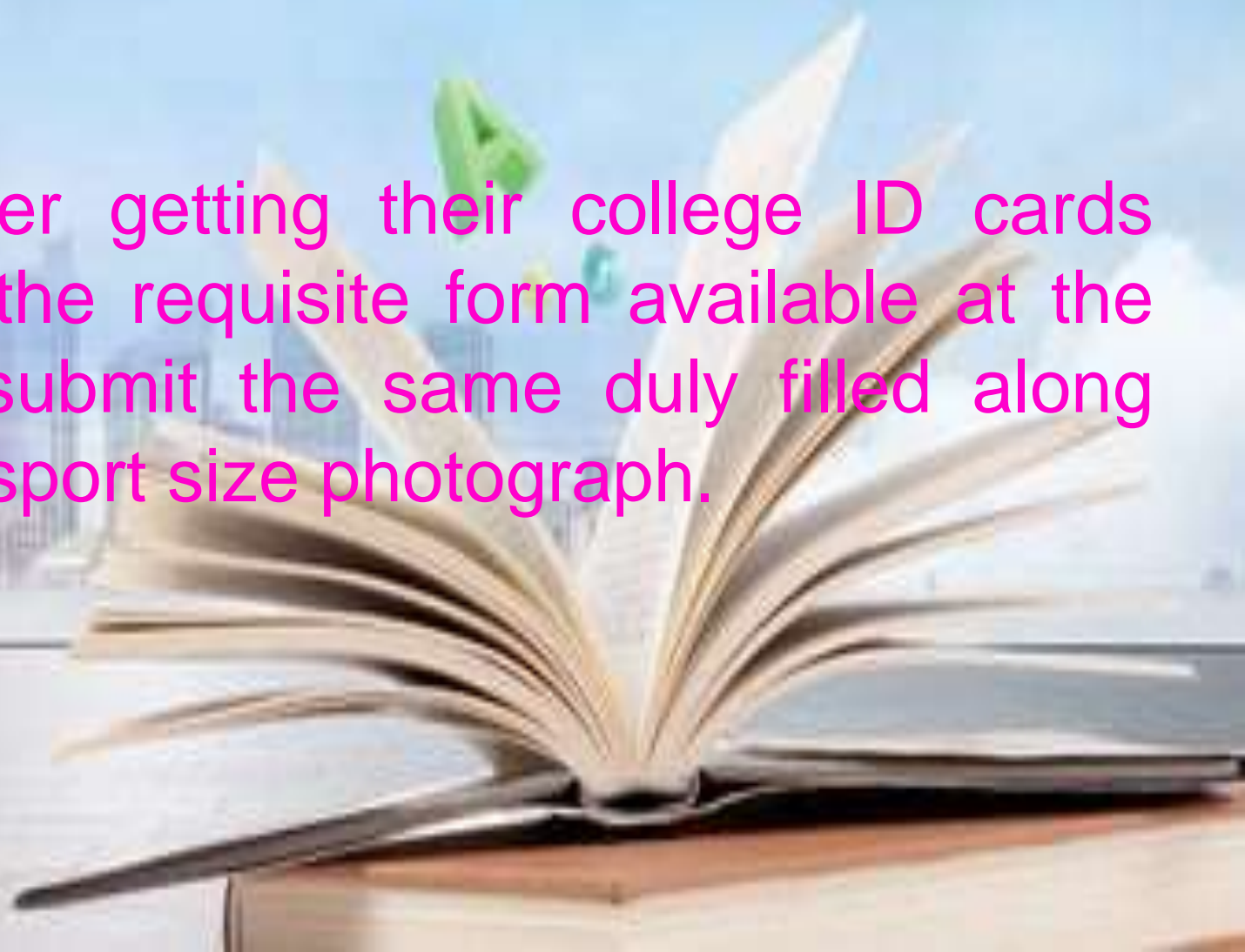
Guru Nanak College- Library has a comprehensive collection of Books, Periodicals and Academics Journals

- All the Books of library is divided into two categories:-
- 1. General Section – Books for Circulation (Issue/Return)
- 2. Reference Section – Books are meant for Consultation in library only (Not for Issue)
- (However, one can obtain photocopies of the required part/pages on payment of Re.1 per page)

Membership/Registration

How to become member of Library?

- Students after getting their college ID cards may collect the requisite form available at the library and submit the same duly filled along with two passport size photograph.



Library Rules

- *A list of Do's and Don'ts is displayed on the library Notice Board, you have to go through them.*

- **WHAT YOU MUST DO:**

- ✓ Enter Quietly and Observe Silence
 - ✓ Follow all the library Rules
- ✓ Not Mutilate or Damage Books/Reading materials
- ✓ Use of mobile phone is prohibited
- ✓ Edibles are not allowed in library

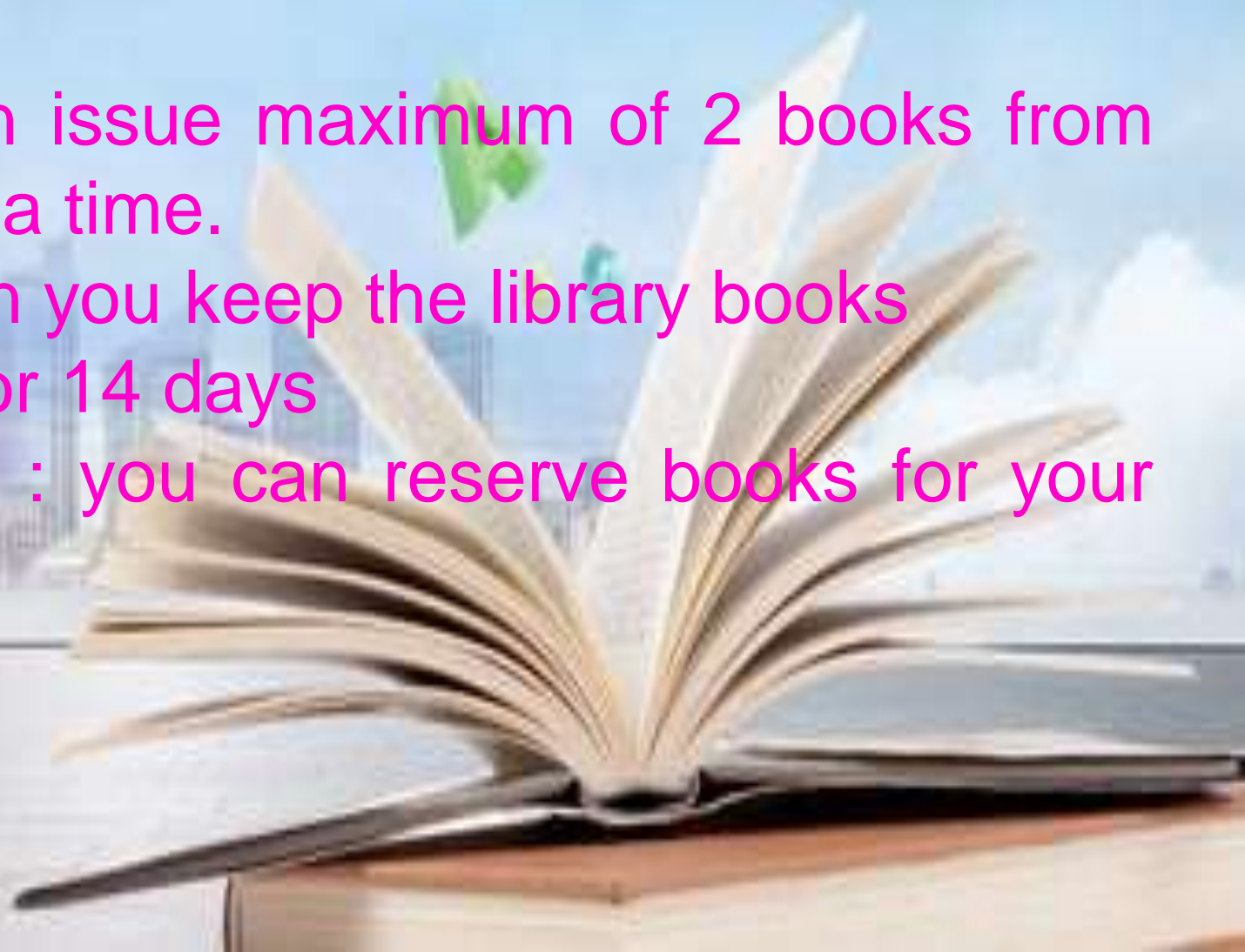
PROPERTY COUNTER

- Please keep your Issued Books, Photocopy Materials, Bags, Umbrellas, water Bottle etc.
- Don't leave your valuables' e.g. Purse, mobile phones, laptops etc.,
- The college library authorities will not be responsible for the loss, if any.



Books: Why you need to come to the library?

- Textbooks, general books related to your discipline
- Students can issue maximum of 2 books from the library at a time.
- How long can you keep the library books
- 2 weeks or for 14 days
- Hold/reserve : you can reserve books for your next issue

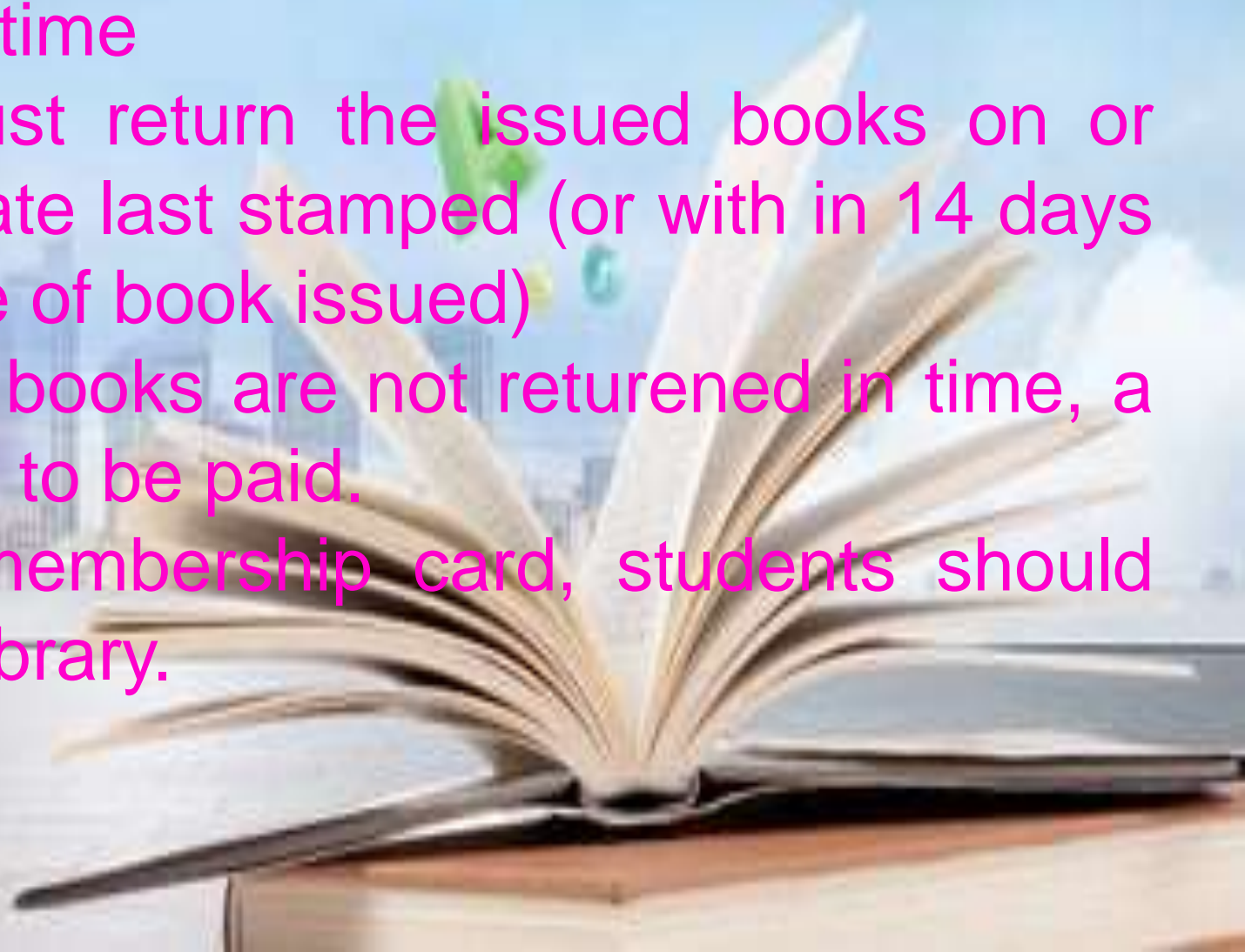


Borrowing Procedures

- Step 1. Students Should bring their library card along with them
- Step 2. Students should search the books through OPAC(Online Public access catalogue)
- Step 3. On a piece of paper they should write the name of book and shelving location of books required for issue.
- Step 4. Before getting any book issued students must satisfy themselves that books are in good condition, if the condition of books is torn or pages is missing them he/she must informed it to the librarian before issue. If students failed to do it then he/she will be consider to be responsible for the bad condition of books and hence he/she will have to replace the book with new book.
- Step 5. Hand over the books and library and library membership card to library staff only.
- Step 6. Get due date stamped frpm the circulation desk.
- Step 7. Books are issued to be taken away from the library for a period of 14 days.

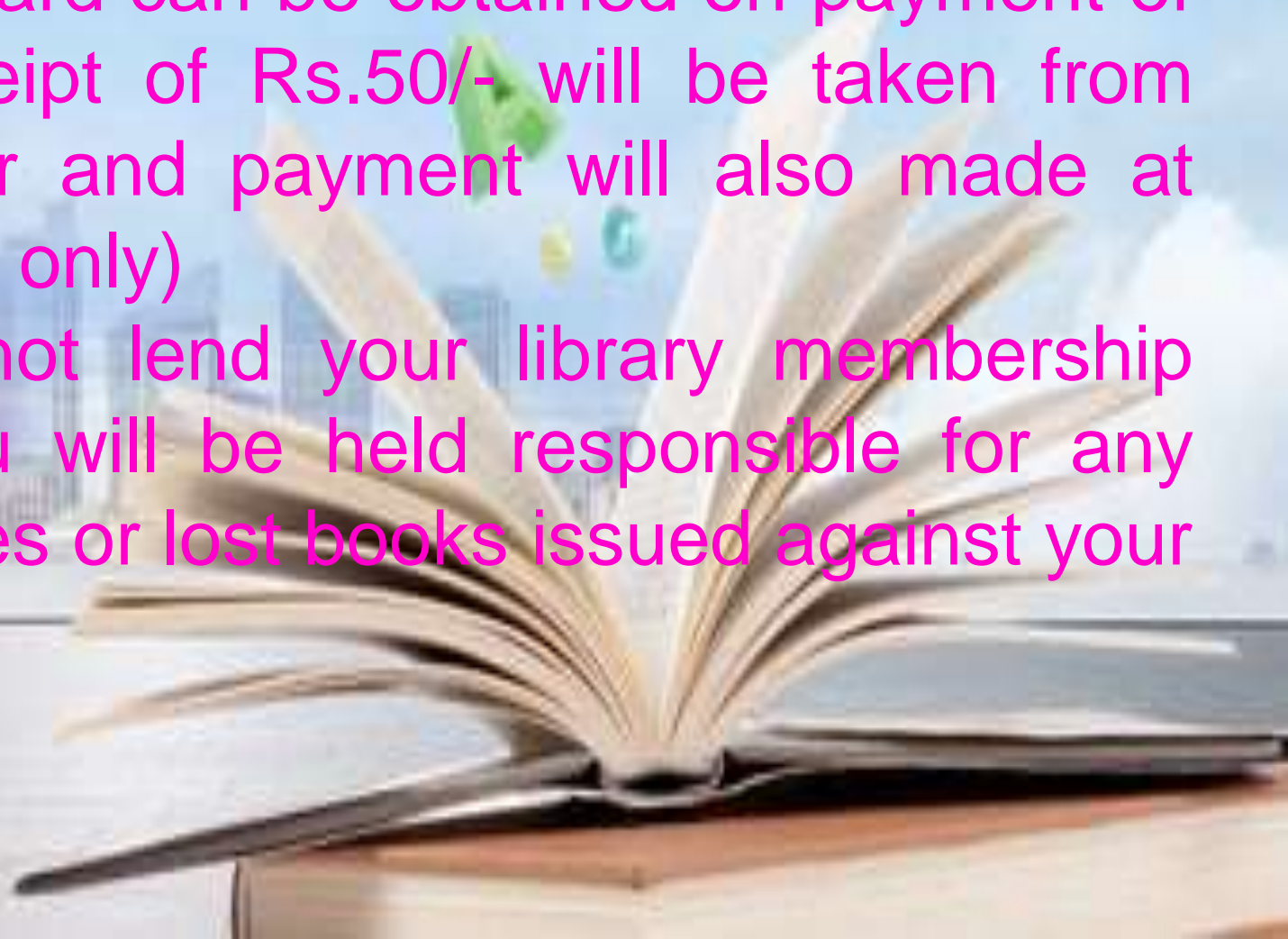
Students Should Know

- Students are entitled for issue of a maximum of 2 books at a time
- Students must return the issued books on or before the date last stamped (or within 14 days from the date of book issued)
- If any of the books are not returned in time, a fine will have to be paid.
- For library membership card, students should contact the library.



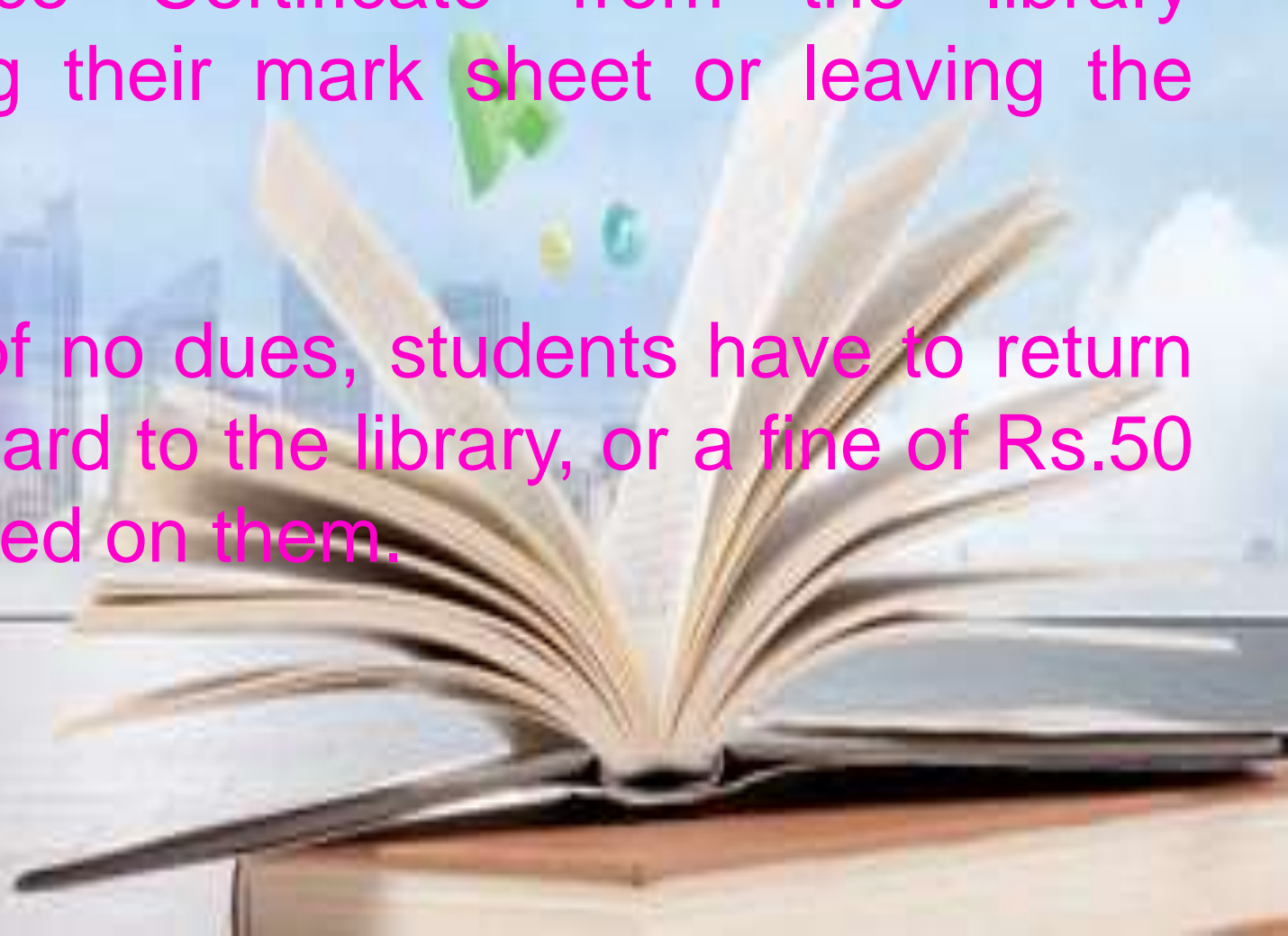
Duplicate Library Card

- In case you lose your library membership card, a duplicate card can be obtained on payment of Rs.50/- (receipt of Rs.50/- will be taken from cash counter and payment will also made at cash counter only)
- Please do not lend your library membership card, as you will be held responsible for any missing pages or lost books issued against your card.



No Dues Certificate

- Every students is required to obtain a No Due/Clearance Certificate from the library before taking their mark sheet or leaving the college.
- At the time of no dues, students have to return their library card to the library, or a fine of Rs.50 will be imposed on them.



OPAC (On-line Public Access Catalogue) Main Page

Koha online catalog - Mozilla Firefox

Koha online catalog x +

192.168.1.251

Welcome, **DNB GNC** Search history [x] Log out

GURU NANAK COLLEGE
Established & Managed by Gurudwara Prabandhak Committee Accredited by the NAAC with 'B' Grade

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Librarian:
Ms.Nushrat Parween
E-Mail: gnclibrary19@gmail.com
Working Hour: Monday-Saturday 10.00a.m to 4p.m
Library opens at all working days except sunday and holiday

Thanks!!

Powered by **Koha**

OPAC- Simple Search



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OPAC Search

catalog › Details for: The 7 Habits of Highly Effective People - Mozilla Firefox


Koha online catalog › De x +

→ ↻ 🏠 192.168.1.251/cgi-bin/koha/opac-detail.pl?biblionumber=4337 67% ... ☆ 📖 📄 📱 🌐 🛒 ☰



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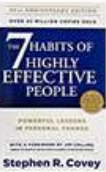
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Home Details for: The 7 Habits of Highly Effective People

Normal view MARC view ISBD view



The 7 Habits of Highly Effective People : Powerful lessons in personal change [by] Stephen R. Covey English

Material type: Text

Publisher: London Simon and Schuster 2013

Description: 391p.

ISBN: 9781471131820.

DDC classification: 820

Tags from this library: No tags from this library for this title. [Add tag\(s\)](#)

★ ★ ★ ★ ★ Average rating: 0.0 (0 votes)

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Google Books

Holdings (1) Title notes Comments (0)

Item type	Current location	Call number	Status	Date due
BOOK	GNCLIBRARY REF001-A	820 SIE (Browse shelf)	Available	


E-RESOURCES - Library is the Paid member of N-list (INFLIBNET)

https://nlist.inflibnet.ac.in67%

**N-LIST**
National Library and Information Services
Infrastructure for Scholarly Content
extending access to e-resources to colleges in India

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A college component of e-ShodhSindhu consortium with access to 6,000+ journals, 1,64,300+ ebooks under N-LIST and 6,00,000 ebooks through NDL

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Who are eligible?

- All Govt aided colleges covered under Section 12B of UGC Act.
- Non-Aided colleges (except Agriculture, Engineering, Management, Medical, Pharmacy, Dentistry and Nursing).


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REGISTERED MEMBER'S LOGIN


Important for the colleges under firewall, the port nos 2048-3251 required to be open for login. Please ask your Network Admin/ISPs.

[Login Help Manual](#)

[LOGIN](#)

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[paymentinfo\[at\]inflibnet.ac.in](mailto:paymentinfo[at]inflibnet.ac.in)



FOR ACCESS RELATED ISSUES
[college\[at\]inflibnet.ac.in](mailto:college[at]inflibnet.ac.in)

COLLEGE ADMINISTRATOR

[Administrator Login](#)

The Proforma Invoice, Invoice and Payment Receipt of Annual Membership / Renewal Fees for the financial year 2020-21 can be generated by clicking below link.

[Proforma Invoice / Payment Receipt](#)

SUMMARY STATISTICS

N-LIST PROGRAMME

3287 Beneficiary Colleges	541421 Total Active Users	34964 Users Activated in Sep-2020
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WHAT'S NEW

Free Trial of Cambridge /US e-textbooks is available to N-LIST Users.

TOP 10 COLLEGE USERS

BASED ON AUG-2020 USAGES


- Selvamm Arts & Science College (Autonomous), Namakkal, Tamil Nadu
- St.Teresa's Institute of Education, Mumbai, Maharashtra
- St. Stephen's College, Delhi, Delhi
- Sophia College for Women, Mumbai, Maharashtra
- Sri Dharmastala Manjunatheshwara college of Business Management, Mangalore, Karnataka
- Stella Maris College, Chennai, Tamil Nadu

Become Member of N-list (INFLIBNET) E-Resources.

- Step 1. Send your complete details like, Name, Subject, Session, Roll No, Email id, Phone number to gnclibrary19@gmail.com
- Step 2. An activation link is send to your registered email id via N-List(INFLIBNET) on behalf of Guru Nanak College- Library, activate the link by clicking it.
- Step 3. Change your password with the help of activation link and onetime password send to you via email by N-list (INFLIBNET)
- Step 4. Login to the <https://iproxy.inflibnet.ac.in:2443/login>

E-Resources Membership Login

Browser address bar: <https://iproxy.inflibnet.ac.in:2443/login>



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Search e-Journals and e-Books

You may search e-Books or e-Journals

All Fields

Search

Subscribed e-Journals and e-Books

The Consortium subscribes to the following resources for the colleges. All electronic resources subscribed under N-LIST Programme are available from the publisher's website.

E-Journals (Fulltext)


- American Institute of Physics [18 titles]
- Annual Reviews [33 titles]
- Economic and Political Weekly (EPW) [1 title]
- Indian Journals [180+ titles]
- Institute of Physics [40 titles]
- JSTOR [2300+ titles]
- Oxford University Press [262 titles]
- Royal Society of Chemistry [29 titles]
- H. W. Wilson [3000+ titles]
- Cambridge University Press [224 titles] (2010-2016)

E-Books

- Cambridge Books Online [1800 titles]
- E-brary [150000+ titles]
- EBSCOHost-Net Library [936 titles]
- Hindustan Book Agency [65+ titles]
- Institute of South East Asian Studies(ISEAS) Books [382+ titles]
- Oxford Scholarship [1402+ titles]
- Springer eBooks [2300 titles]
- Sage Publication eBooks [1000 titles]
- Taylor Francis eBooks [1800 titles]
- Mylibrary-McGraw Hill [1124 titles]
- South Asia Archive [through NDL]
- World e-Books Library [Now Available through NDL only]


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
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⚠ Login Help Manual 

[LOGIN](#)




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FOR ACCESS RELATED ISSUES
[college\[at\]inflibnet.ac.in](mailto:college[at]inflibnet.ac.in)

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Other E-Resources

National Digital Library (NDL)

The screenshot displays the homepage of the National Digital Library of India. At the top, a browser address bar shows the URL <https://ndl.iitkgp.ac.in>. The main header features a dark green banner with the NDL logo, the text "National Digital Library of India", and the tagline "One Library All of India". Navigation links for "Browse", "Search", "Language", and "Log-In" are present. The banner also includes logos for the "Ministry of Education Government of India" (Sponsored by) and the "Indian Institute of Technology Kharagpur" (Developed by). A search bar in the center of the banner indicates "Search over 50,257,281 resources" and includes a language dropdown set to "English".

Below the banner, the page is organized into three main sections:

- STUDY AT HOME:** A row of orange buttons with icons representing different fields: School, CBSE Examination Preparatory, Engineering, Science, Humanities, Literature, and Law & Management.
- COVID-19 RESEARCH REPOSITORY:** A row of teal buttons with icons representing various research resources: Scholarly Publications, Data Sets, Documents & Videos, Journals & Conferences, Ideas & Funding, and Challenges & Startup.
- FEATURED COLLECTIONS:** A row of green buttons with icons representing special collections: Birth Centenary of Satyajit Ray, On this Day, Person of the Week: Michael Faraday, Topic of the Week: International Day of Peace, and Talks & Webinars.

More than 6,00,000 Books can be accessed through NDL

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English

STUDY AT HOME

 School

 CBSE Examin...
Preparatory ...

 Engineering

 Science

 Humanities

 Literature

 Law &
Management

COVID-19 RESEARCH REPOSITORY

 Scholarly
Publications

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FEATURED COLLECTIONS

 Birth Centenary of
Satyajit Ray

 On this Day

 Person of the Week:
Michael Faraday

 Topic of the Week: Inter...
Day of Peace

 Talks & Webinars

KEEP READING

THANKS!!

