LIBRARY

Principles and Procedures

2023 - 2024

- ❖ The Library will be open on all working days from 8.30 a.m. to 5.30 p.m.
- ❖ Absolute silence should be maintained in and around the library.
- ❖ Students should register their entry in the e-gate register whenever they access the library
- ❖ Reference books can be referred inside the library only, if needed reprographic facility can be utilized.
- ❖ Students can borrow books from the lending section of the library by using their ID card.
- ❖ Each student can borrow two books for a period of one week.
- ❖ Students should wrap the books when they borrowed by them to avoid damages.
- ❖ Books must be returned on or before the due date prescribed.
- ❖ Loss of any books immediately reported to the Librarian.
- ❖ The poor students avail the facility of book bank to borrow books.
- ❖ Students can avail the facility of question bank for reference.
- ❖ "Best User Award" is given for encouraging the students to utilize the library resources better.
- ❖ INFLIBNET and DELNET facilities are available and Students can access and download e-books and e-journals by their user ID and password.
- ❖ Koha Software with remote access facility is available for easy access.
- ❖ The students can use their mobile phones to access e-resources and take photocopy from the reference books.
- ❖ NET, SET, TET, TRB and competitive exam books are available for student teachers and also the alumni of our college.

PRINCIPAL
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