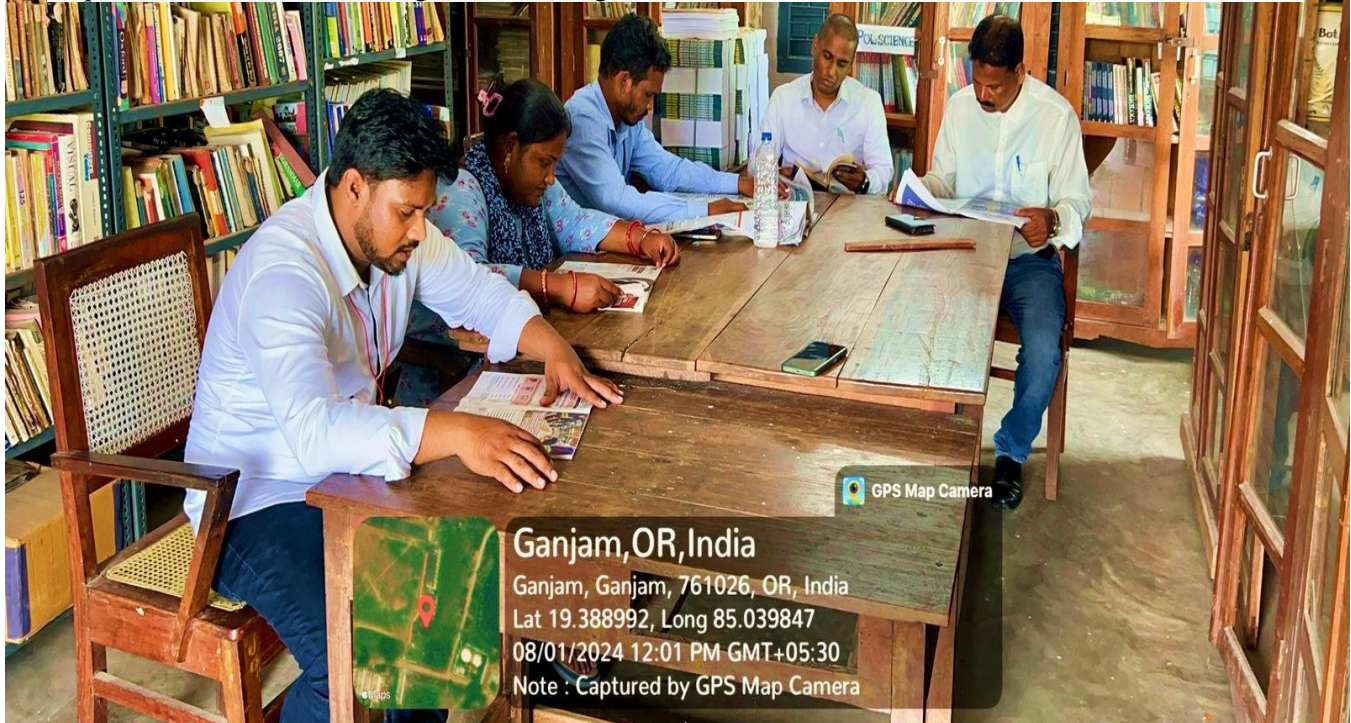


GANJAM COLLEGE LIBRARY

Library of the college is an essential part that contributes to this scholarly pursuits and dissemination of knowledge. Our institution of higher education offers three-year degree programmes in Arts, Science and Commerce. The college library plays a crucial role in the teaching-learning process and serves as a dynamic tool for the generation of new ideas. The objectives of college education and the college library are closely intertwined, providing self-education opportunities to all deserving and enthusiastic students. The library fosters a sense of responsibility in students' pursuit of knowledge and encourages them to acquire, assess, and acknowledge the knowledge.



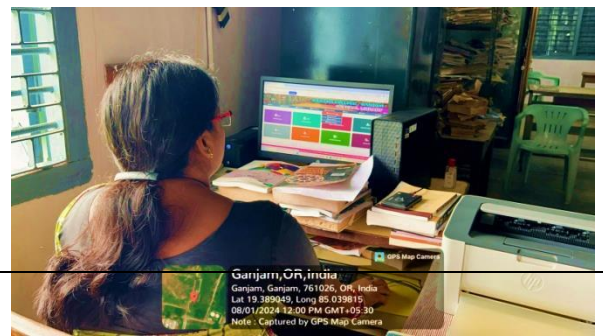
Library Automation: college library is fully automated with LMS which helps students and faculty access the books easily. Through library automation, all library daily tasks and services are automated:

- i) Circulation: Lending, renewal, return, on hold, etc.
- ii) Cataloging: Resource storage, management, retrieval, etc.
- iii) Acquisition: Acquisition process, order, receives, returns, cancellations, etc.
- iv) Serial Control: Placing orders, canceling, claiming, returning unwanted, defective, accounting, etc.

All the students and staff members have Library User ID through which they can requisition books.

Library Rules:

- The library remains open from 10.30AM on



all working days.

- Only staff & students are allowed to use the library.
- The library premises shall be used only for reading or consultation of book and periodicals available in the library.
- All the library users are expected to observe silence inside the library.
- Borrowers must examine the condition of the book at the time of issue. Otherwise the borrower will be held responsible for the damages at the time of returning.
- In case of loss of any book, 3 times the cost of the book is to be recovered from the borrower.
- Books be replaced as far as practicable. If the lost book is one of a set or series the cost of the whole set may be recovered from the borrower.
- No book shall be taken out of the library out of the library without the knowledge of the librarian.
- Students are to borrow books on the prescribed days.
- Books should be returned within the period allowed.
- Fines/cost recovery relating to library is to be deposited at the college counter/online mode and the money receipt should be presented before the librarian for verification.
- When a member of staff is transferred/retired, he/she shall return all the borrowed books.
- L.P.C, TC, Mark Sheets will not be issued unless a clearance certificate is received from the librarian.



Library Committee:

The library committee oversees the functioning of the library ensuring that constant quality check is carried out. It meets at regular intervals to activate the process of quality improvement and solve the problems of the users as and when they arise.

Reading Room:

- The Reading room will be kept open during the working hours of the college.
- Only students of the college can use the reading room on production of their ID card.
- Reading room is meant only for reading or to refer to Books, Periodicals, and Journals etc. No other activities are allowed inside.
- Periodicals/magazines/News Papers on the table should not be shifted from one place to the other. Further, No page should be torn or anything be written on the pages.
- Misuse of the reading materials will be considered as a serious breach of college discipline.

E-LIBRARY: Rapid advances in Information Technologies have revolutionized the role of the Libraries. As a result, Libraries face new challenges, demands & expectations. Libraries are redesigning services and information products to add value to their services and to satisfy the changing information needs of the user community. A digital library, also known as an e-library,

is a collection of documents in an organized digital form, available on the internet in which contents can be access remotely. Students access the open learning e-resources. KIIT MOU enables the students and the faculty to access the e-library of KIIT, Bhubaneswar.



List of open Access Learning Resources:

1. National Digital Library - <https://ndl.iitkgp.ac.in>
2. SWAYAM Online Courses - <https://swayam.gov.in/explorer>
3. National Knowledge Network - <http://nkn.gov.in/en/>
4. NPTEL (National Program on Technology Enhanced learning) – <https://nptel.ac.in>
5. UG/PG MOOCs - <https://ugcmoocs.inflibnet.ac.in/ugcmoocs/>
6. e-PG Pathshala - <https://epgp.inflibnet.ac.in>
7. SWAYAMPRAKASHA - <https://www.swayamprabha.gov.in>
8. e-ShodhSindhu - <https://ess.inflibnet.ac.in>
9. Project Gutenberg - <https://dev.gutenberg.org/>
10. OXFORD University Press (India) - <https://india.oup.com/campaign/home-learning>
11. Resources for English, Mathematics, Science, Social Studies - <http://www.eduplace.com/main.html>

12. E-kalpa - <http://cpcri.gov.in/index.php/rti/9-uncategorised/677-e-kalpaandroid-app>
13. Indian Academy of Sc - <https://www.ias.ac.in/>
14. Sage - <https://journals.sagepub.com/home/sgo>

We also have access to E-Resources of **KIIT** as a part of MOU signed for a period of 3 years -- www.worldleadershipacademy.live

JOURNAL SECTION:



Keeping in mind the growing needs of the students, the library subscribes to a number of journal like Yojana, Kurukshetra, Competition Success Review, Frontline, India Today, Science Reporter, Kadambini(Odia), Katha(Odia) and others as well as a number of newspapers like The Hindu, The Indian Express, The Samaj, The Sambad, The Dharitri, The Prameya and others. Students and staff members can access these journals and newspapers during library hour by producing their ID Cards.

Students have benefitted immensely through the journal in cracking Entrance and Competitive Examinations. Open access journals are available to all through E-Library.

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