



Services and Facilities and Best Practices :

- **Circulation Service** (2 books are issued for One Week).
- **Online Catalogue (OPAC)** is available for all registered members)
- **Online Reservation/Demand of books (threw MOPAC and Offline)**
- **Reading room facility for consulting the library's resources.**
- **Reprographic Services** (Photocopying, Computer Print Out and Scanning).
- **Reference Service**
- **Inter Library Loan Service**
- **Internet facility** (Free for registered members).
- **Access to DELNET union catalogue and N-List**
- **Orientation and Information Sessions**



Best Practices in the Library

1. Earn and Learn Scheme for Students
2. Orientation for Fresh Students/Users
3. Issue of Books (on Borrower's Ticket)
4. Online Access to available stock in Library (OPAC & M-OPAC)
5. Reading Room Service (Books, Journals, Periodicals, Newspapers and other reading material is available and issued on demand in reading room)
6. Reference Service (leading Reference Sources are available)
7. Book Bank Scheme (On Merit Basis)
8. Full Deposit Scheme (During exam. Period only)
9. External Membership Scheme (Home issue of books on deposit to external PG students, competitive exams student & researchers)
10. Guidance Session on Personality Development and Competitive Examination.
11. Special Facilities for Visually and Physically challenged Student User
12. Free Internet Access for Students, Staff Members, and Alumni through Network Resource Centre.
13. Inter Library Loan (on Demand)
14. Internet Service / e-resources Section (**N-LIST and DELNET Facilities Available**)
15. Reprography Service (on Demand)
16. Newspaper Clipping Services
17. Organizing Book Exhibition
18. Special Shelf for New Arrived in the Library

Librarian