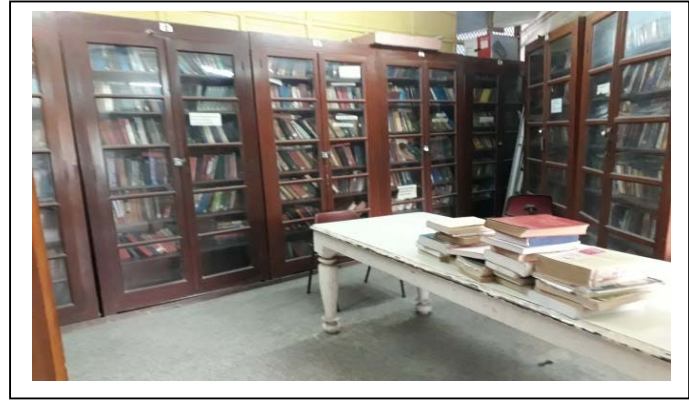


ST.XAVIER'S TECHNICAL INSTITUTE LIBRARY



ABOUT LIBRARY

Library is used by students and staffs of the institute for reading, reference and project works. Library provides reference materials like dictionaries, encyclopedias, data books, periodicals etc. Library Circulation includes the text books as per syllabus recommended for D.E.T.E.

LIBRARY Carpet area is —144sq.m

READING Area is ----72sq.m

BOOK BANK SCHEME

This scheme is provided to the D.E.T.E. students. As per the Book bank scheme, they will get a set of syllabus recommended text books for one year including both semesters.

The fully computerized library is consistently worked towards adding a collection of 15,000 volumes of textbooks, reference books etc. and bound volumes of national journals as well as subscription to current journals, all major newspapers and newsletters of diploma in engineering discipline. This immense reservoir of information and learning sources provides constant value addition to the students and faculty as well. The entire collection of books is readily available to students & teachers either for current reading in the library or for home issue at the circulation counter.

Library Features;

- Library automation & computerization is done using Library management software.
- Well aerated reading room.
- Internet facility



Library Services :

- 1 .Open Access system**
- 2. Reprographic Facilities**
- 3. Book Bank Facilities**
- 4. Reference Books & Information services**
- 5. Internet Facilities & Digital library services**
- 6. Circulation of Books**
- 7 .Current Awareness Services**



Library Team

Name: Mrs. Sumathi

Designation: Librarian

Functions: Library administration & technical services
acquisition of books & subscription of journals, Library &
information services, processing of books, classification
& circulation of library materials, assistance in location
of resources, membership registration, providing book
bank books, barcoding and computerizing of library
books.

Name; Mr. Ved Prakash Chauhan

Designation: Peon

**Functions; Cleaning, maintaining and Shelving of
Library books, Reprographic services.**



LIBRARY COLLECTIONS includes;

- 1. Library *Books in circulation*--- 12,090**
- 2. Book Bank books—3323**
- 3. Newspapers-----5**
- 4. Newsletters-----2**
- 5. Compact discs-----161**
- 6. Periodicals---7**

Avail online Resources:

Dictionaries & Encyclopedias

| Sr. No | Name | Hyperlink |
|--------|-----------------------------------|---|
| 1. | Dictionary.com | http://dictionary.reference.com/ |
| 2. | Dictionary of philosophical terms | http://www.philosophypages.com/dy/ |
| 3. | Cambridge Dictionary of idioms | http://www.dictionary.cambridge.org/ |
| 4. | Free Dictionary | http://www.freedictionary.com/ |
| 5. | Wikipedia | http://en.wikipedia.org/wiki/dictionary/ |
| 6. | Dictionary of engineering | McGrawhill dictionary of engineering |
| 7. | Encyclopedia Britannica | http://www.britannica.com |
| 8. | Encyclopedia online | http://www.encyclopaediaonline.com |
| 9. | World book encyclopedia | http://worldbook.com |
| 10. | Britannica concise | http://concise.britannica.com |

E-Books

| Sr. No | name | Hyperlink |
|--------|--------------------------|---|
| 1. | Free e-books | http://www.free e-books.com |
| 2. | e-books to purchase | http://www.ereader.com |
| 3. | National digital library | http://ndl.iikgp.ac.in |

DIGITAL LIBRARIES;

- To avail the facility click on **digital library of India**
- To avail the facility click on **OAIster**
- To avail the facility click on **Vigyan prasar digital library**
- To avail national digital library click on **ndl.iikgp.ac.in**
- To avail open digital library journal, click on **AEM journal.org**

To visit Translation Services;

- Click on **freetranslation.com**
- Click on **word to word .com**

Library Working Hours;



| Days | Issue/Return Hours | | Library hours | |
|------------------|--------------------|--------|---------------|--------|
| Monday to Friday | 9.15 am | 4.45pm | 9.00am | 5.00pm |

Library Rules;

Our students are encouraged to make good use of the Institute's Library and for the benefit of all the following rules will be observed;

1. Two and three library cards will be issued to students. These are not to be exchanged. In case of library cards lost, duplicate library card will be issued as per library procedure.
2. Books issued from the library should be returned to the library without any damage, soiled or torn condition, otherwise fine will be charged.
3. Reference books, data books, magazines are to be returned on the same day itself.
4. Complete Silence and strict discipline should be maintained in the Library and Reading room.
5. Switch of the Mobiles inside the library. Talking on the mobile, listening to music using ear phones, loud conversations, standing in groups and discussions should be strictly prohibited.
6. Eating in the library and putting torn papers should be strictly prohibited.
7. Bags should be kept in the Library entrance counter Rack except your valuable personal belongings.