

4.2.1

DESCRIPTION OF LIBRARY

- Name of the ILMS software.
- Nature of automation (fully or Partially)
- Version
- Year of Automation

The **Main Library** of the institution, named as *Suman Srivastav Library*, was automated in the year 2004 with the ILMS software – **SOUL, with a version of 2.0**, which is *partially automated*. Following are the functions of library which are being managed through **SOUL software**:

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|---------------------------|--------------------|
| i. Acquisition, | v. Administration, |
| ii. Cataloguing, | vi. OPEC, |
| iii. Circulation control, | vii. Logout, and |
| iv. Serial Control, | viii. Quest etc. |

To obtain remote access of the e-resources, students can avail the facilities of **DELNET & N-LIST**. They can enjoy a remote access to e-resources, *e-Shodhganga* and *e-Pathshala* by logging N-LIST or DELNET. The password to login N-LIST and DELNET for the same has been provided in the notice board displayed in the library.

Software for University Libraries (SOUL) is an state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on requirements of college and university libraries. It is a user-friendly software developed to work under client-server environment. The software is compliant to international standards for bibliographic formats, networking and circulation protocols. After a comprehensive study, discussions and deliberations with the senior professionals of the country, the software was designed to automate all house keeping operations in library. The software is suitable not only for the academic libraries, but also for all types and sizes of libraries, even school libraries. The first version of software i.e. SOUL 1.0 was released during CALIBER 2000.



The latest version of the software i.e. SOUL 2.0 was released in January 2009. The database for new version of SOUL is designed for latest versions of MS-SQL and MySQL (or any other popular RDBMS). SOUL 2.0 is compliant to international standards such as MARC 21 bibliographic format, Unicode based Universal Character Sets for multilingual bibliographic records and NCIP 2.0 and SIP 2 based protocols for electronic surveillance and control.

Major Features and Functionalities

- UNICODE based multilingual support for Indian and foreign languages;
- Compliant to International Standards such as MARC21, AACR-2, MARCXML;
- Compliant to NCIP 2.0 protocol for RFID and other related applications especially for electronic surveillance and self check-out & check-in;
- Client-server based architecture, user-friendly interface that does not require extensive training;
- Supports multi-platform for bibliographic database such as My SQL, MS-SQL or any other RDBMS;
- Supports cataloguing of electronic resources such as e-journals, e-books, virtually any type of material;
- Supports requirements of digital library and facilitate link to full-text articles and other digital objects;
- Support online copy cataloguing from MARC21 supported bibliographic database;
- Provides default templates for data entry of different type of documents. User can also customize their own data entry templates for different type of documents;

- Provides freedom to users for generating reports of their choice and format along with template and query parameters;
- Supports ground-level practical requirements of the libraries such as stock verification, book bank, vigorous maintenance functions, transaction level enhanced security, etc.;
- Provides facility to send reports through e-mail, allows users to save the reports in various formats such as Word, PDF, Excel, MARCXML, etc.;
- Highly versatile and user-friendly OPAC with simple and advanced search. OPAC users can export their search results in to PDF, MS Excel, and MARCXML format;
- Supports authority files of personal name, corporate body, subject headings and series name;
- Supports data exchange through ISO-2709 standard;
- Provides simple budgeting system and single window operation for all major circulation functions;
- Strong region-wise support for maintenance through regional coordinators. Strong online and offline support by e-mail, chat and through dedicated telephone line during office hours; and
- Available at an affordable cost with strong institutional support.

In addition to the Main Library, the institution has fifteen Departmental Libraries each in their respective departments. The main library is enriched with 50,085 text books and reference books whereas total 13,582 books are made available for PG students and research scholars in the Departmental Libraries viz. History, Pol.Sc. English, Sociology, Home Sc. Hindi, Psychology, Urdu, Music, Drawing Painting, Sanskrit, Economics, Geography, Philosophy, Advertisement, Commerce and Career Counselling Library (CC.) The Main Library boasts to have a Research Section and e-library too which has 05 computers, all connected with internet facilities. For research scholars a separate space is provided with the facilities as: Students' Reading Room, Teachers' Reading Hall and E-Library Cell with photocopiers, printers, computer with adequate internet speed etc. These scholars can access Thesis, Dissertations, and Gazetteers from the library. There is also a Library Automation Cell that keeps the record of e-library. The main library has **BRAIL** books and cassettes/CD's especially kept for the blind students. It has a reading room wherein more than 80 students can accommodate and concentrate towards their studies in a tranquil environment. For its smooth functioning one post of librarian is sanctioned. It has an adequate supporting staffs to maintain and keep the library neat and clean. The staff also guides the students in accessing the reading resources etc. The new students are briefed every year with working mechanism and various other facilities which are available in the library at the beginning of the session in the *Orientation Programme*.

To keep the students and teachers update with local and national and international news and events around the world some 12 Daily Newspapers and 28 various magazines from different fields of studies have been subscribed during the last 05 years. For reading newspapers and periodical magazines, the library facilitates 05 Newspaper-reading-stands, installed in the corridor. All the notices and other important information pertaining to their studies are displayed in the entrances and corridors of the library. Manual Registers are kept at entrance gate where students put signature and put all the required details in it. For students and research scholars the library facilitates Xerox copier machine to the important notes they sought to. There is separate section in the library where the students can access the question papers of every subjects taught in the college. These are kept in the form of books collected subject-wise and year-wise in the book stand. Library visitors register is maintained. Book Issue Register is maintained manually and all the entries are made separately for Arts, Commerce students of first, second and third year.

The library conducts "general Knowledge Quiz Competition" three times in a year. The students who perform their best get the award in the form of certificate along with the competitive books and magazines.
