

CURRICULUM VITAE

Poonam Rani
Librarian
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Work Experience:

- Eighteen years Professional experience in the field of library.

Academic \Professional Qualification:

PGDLAN	:	Pursuing Post Graduate Diploma in Library Automation and Networking
UGC NET	:	Library and Information Science
MLISc	:	Library & Information Science
BLISc	:	Library & Information Science
B.Sc	:	Major in Mathematics

Computer Education and Competencies:

Certificate in computing (CIC):	IGNOU, New Delhi
Post Graduate Diploma in Computer Science:	ISCT (International school of computer technology) by authority of the governing council for academic affairs approved by BVQI BSEN ISO 9001:1994
Skill orientated training course in English typing:	Community polytechnic, PitamPura
Operating System:	Windows, Linux-Ubuntu/Centos.
Language Awareness:	HTML,C,C++, VB, Unix Visual Basic.

Library Automation Software:

Koha, Evergreen, ABCD, Libsys,
Nettlib

Other Software Package:

MS-Office, DOS, LAN, windows, MS- Word,
Ms- Excel MS-PowerPoint, Multimedia &
graphics, Data Communication & E- mail,
Computer Network, Window NT, Internet.

Short Term Courses and Training

Institute Name	Course Name
DCAC (Delhi College of Arts and Commerce, University of Delhi)	Training on “Smart Office Administration”
IGNCA (Indira Gandhi National Centre for the Arts),New Delhi	Open Access for Library and Information Science Professionals
NISCAIR (National Institute of Science Communication and Information Resources)	Training programme on “D-Space software for Design and Development of institutional repositories- Advance”
NISCAIR,NEW DELHI	Training Course on Information Technology for Information Management (KOHA,ABCD,D-SPACE,GSDL, WEB DESIGNING,RFID,BARCODE TECHNOLOGY, OPEN ACCESS,ERMS SOFTWARE, CORAL ETC.)
DULS (Delhi Library System), University of Delhi	Computer training programme of two weeks on IT application in libraries
NISCAIR	Training course on “library automation and resource sharing”

Research interest:

Library Management, Open Access, Open Source Software, Library Automation, Institutional Repositories, Digital Consortium, E-Resources, Cloud Services, User Awareness, Green Library,RFID, Information Technology and website development and designing etc.

Library Associations Membership: Indian Library Associations

Project work:

- PGDLAN (Project Title): The Design and Development of a Website for Library of Delhi College of Arts and Commerce, University of Delhi.

Faculty Induction/Orientation Programme :

- Completed a 4-week Faculty Induction/Orientation Programme for “Faculty in Universities/ Colleges/ Institutes of Higher Education”.
- Completed online Two- week Interdisciplinary Refresher course in “Advanced Research Methodology”.

Assistance in college administration and governance related work etc.

- Convenor of the Hygiene and Wellness committee of Delhi College of Arts and Commerce University of Delhi during 2023-2024
- Convenor of Library Committee of Delhi College of Arts and Commerce University of Delhi during 2023-2024
- Member of Website Committee of Delhi College of Arts and Commerce University of Delhi.
- Member of Purchase Committee of Delhi College of Arts and Commerce University of Delhi during 2023-2024
- Member of Proctorial Committee (Discipline) of Delhi College of Arts and Commerce University of Delhi from January 2023-2024.
- Member of Write-Off Committee of Delhi College of Arts and Commerce University of Delhi from January 2023 to till date.
- Member of Infrastructure Committee of Delhi College of Arts and Commerce University of Delhi.
- Special Invitee of Non-Teaching staff on the governing body of Delhi College of Arts and Commerce University of Delhi during 11-06-2022 to 11-06-2023.
- Member of Purchase Committee of Delhi College of Arts and Commerce University of Delhi during 2022-2023.
- Member of Green Committee of Delhi College of Arts and Commerce University of Delhi.
- Member of Internal Complain Committee of Delhi College of Arts and Commerce University of Delhi.
- Member of Committee for Gender Sensitisation Cell of Delhi College of Arts and Commerce University of Delhi.

Publications: *Paper Published in An international Double-Blind, Peer-reviewed\ Refereed open access journal*

1. Rani, Poonam (2022). **Study of Green Libraries in India: Issues of Acceptability and Relevance.** International Journal of Research in Economics and Social Sciences (IJRESS), Vol. 12 Issue 01, January 2022, 62-70. <http://euroasiapub.org> (ISSN 2249-7382)
2. Rani, Poonam (2021). **Applications of Cloud Computing in Library Services.** ECONSPK: A Journal of Advances in Management IT & Social Sciences, Vol. 11 Issue 8, August 2021, 43-50. www.skirec.org (ISSN 2231-4571)
3. Rani, Poonam (2018). **Basics of Library Automation.** International Journal of Research in Library Science (IJRLS), Vol. 4 Issue 2 (July-December) 2018, 55-60. www.ijrls.in (ISSN 2455-104X)
4. Rani, Poonam (2018). **Importance and accessibility of open source software in libraries.** International Journal of Research in Social Sciences , Vol. 8 Issue 1 January 2018, 1474-1483. <http://www.ijmra.us> (ISSN 2249-2496)
5. Rani, Poonam (2015). **RFID Technology Implementation in Libraries and the Librarian's role.** International Journal of Research in Library Science (IJRLS), Vol. 1 Issue 1 (January-December) 2015, 48-56. www.ijrls.in (ISSN 2455-104X)
6. Rani, Poonam & Jeevan, V.K. (2009). **Information Seeking Behaviour of Teachers and Students in Selected Schools.** Library Herald (Journal of the Delhi Library Association), Vol. 47 No.1, March, 2009, 23-45. (ISSN 0024-2292)

Paper presented in international conference:

- Rani, Poonam “ RFID Technology in Library: Benefits, Challenges and Opportunities ”Paper presented in International Conference on New Achievements in Multidisciplinary Academic Research and Innovation (ICNAMARI 2019) Organized and Sponsored by International

Journal of New Era Research, New Delhi, held on Dec. 25-26,2019 at, Shrimati Murti Devi Mahavidyalya, Rajasthan.

Book/Book Chapters/Articles Having ISBN/ISSN:

1. Rani, Poonam (2022). Library Fundamentals. Shree Publishers & Distributors ISBN: 978-93-90674-57-2 (Published)
2. रानी, पूनम |2019| पुस्तकालय स्वचालन । एताप बुक सर्वसेज एकाशक । आईएसबीएन: 978-93- 85084-78-2 (प्रकाशित))
3. रानी, पूनम । 2019।पुस्तकालय कमी एवं पुस्तकालय उपयोक्ता एबंधन । एताप बुक सर्वसेज प्रकाशक । आईएसबीएन: 978-93-85084-77-5 (प्रकाशित))
4. Pal, Surendra Kumar, Mishra, Darshika and Nagar, Poonam, 2015 E – Journals: Challenger & Opportunities Automation to cloud Computing: Major Shift & Practices Arthava Publication: Jalgao MS. ISBN: 9789385026379 (Published).

Attended Seminar/Conferences/Workshop/ Refresher/Orientation/Webinar :

Seminar

1. Participated in “International Seminar access to knowledge and the future of digital library in India: technology, law & policy” by National Law University Delhi & Dr. B. R. Ambedkar University Delhi on May 17,2023 at National Law University Delhi
2. Participated in the one day National Seminar ”Role of Libraries in Socio-Cultural & Economic Development: An Emerging Perspective” Jointly organized by Asian Library Association, New Delhi & Indira Gandhi National Centre for the Arts, New Delhi at IGNCA, New Delhi on 12th April. 2019.
3. Attended One Day Seminar on “Digital Licensing : Smart Future for Smart Libraries” Organized by National Law University, Delhi in Collaboration with Jawaharlal Nehru University, IASLIC & Society for Library, New Delhi on 09 August,2017.
4. Attended 20th National Convention on knowledge, Library and Information Networking - NACLIN 2017 Organized by DELNET – Developing Library Network, New Delhi from 28-30, November 2017.
5. Participated in 5th International Library and Information Professional Summit (LIPS-2016) from “ownership to access : Leveraging the Digital Paradigm “ organized by Ambedkar University of Delhi in association with society for Library Professionals and special Library association, Asian chapter from 19th &20th May,2016.
6. Attended DELNET Silver Jubilee Lecture on “Role of Libraries in the Digital India” by Dr. Neeta Verma, Director-General, National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India, held at DELNET, New Delhi on June 30,2017.
7. Attended one day Technical workshop and Seminar on Library materials, Security and Inventory Management systems on 10th June,2011.

Workshop

1. Attended workshop on Plagiarism, copyright and reference management tools on 15th &16th of February, 2019 organized by the IGNACA.
2. Participated in Five-day National workshop on “Library Automation & Digitization” held at the University of Delhi, South campus during December 17- 21, 2018.
3. Participated in a workshop on “Digitization and Conservation” on 15th June 2018 at Janki Devi Memorial College, University of Delhi.
4. Participated in Two days National Workshop on “Open source Software – Koha” on 18 – 19 March 2017 organised by Guru Nanak College of Education.
5. Attended workshop on “Information Literacy and competency: Training the Trainers” 16-17 July 2015,

organized by Delhi University Library System, University of Delhi, Delhi-07.

6. Participated in The Technical Workshop & Seminar on Library Materials, Security and Inventory management system by 3M Library System (Safety Security and Protection Services), University of Delhi, South Campus on 10th June 2011.

National Convention & Submit

1. Attended the 20th National convention on “Knowledge Library and Information Networking” NACLIN 2017 organised by DELNET- Developing library network, New Delhi from November 28th to 30th 2017 held at India International Centre, New Delhi.
2. Participated in 5th International Library and Information professionals submit (LIPS – 2016) from ownership to access: Leveraging the digital paradigm organised by Ambedkar University, Delhi from 19th to 20th May 2016.

Webinar

1. Attended the webinar on ,”Understanding Plagiarism Detection Software Ouriginal” organized by University of Delhi in Association with eGalactic, Pune on 28th January 2022.
2. Attended a webinar on the theme “Transforming and Repackaging Library Services during Covid-19 pandemic” held on 14th August 2020, organized by Springer Nature in association with Delhi University College Librarians Forum.
3. Participated in the three days international Webinar on ‘Post Covid-19: Challenges & Opportunities for Libraries and Library Professionals’ conducted from 03-06-2020 to 05-06-2020.
4. Participated in the Webinar Series “21st Century Information Skills held on 26-29 May 2020, conducted by Delhi Library Association.
5. Participated in the Webinar entitled “The Way to Total Well-Being” held on 5th May 2020 hosted by Internal Quality Assurance Cell Delhi College Arts & Commerce in association with Bajaj Capital Limited.
6. Participated in the Webinar entitled “Awareness Session for Financial & Retirement Solution” held on 11th May 2020 hosted by Internal Quality Assurance Cell Delhi College Arts & Commerce in association with Bajaj Capital Limited.