

CURRICULUM VITAE

Dr. Poonam Rani
Librarian
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Work Experience:

- Nineteen years Professional experience in the field of library.
- **Librarian** at Delhi College of Arts and Commerce, University of Delhi, New Delhi, since **28 November 2022**.

Academic \Professional Qualification:

PhD	:	Library Science
PGDLAN	:	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
Senior secondary	:	English, Physics, Chemistry, Mathematics, Biology
Matriculation	:	Hindi, English, Science, Maths, Social Science

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

Computer Competencies for Managing Resource Centre:

Operating System:	Windows, Linux-Ubuntu/Centos.
Language Awareness: Basic.	HTML, C, C++, VB, Unix Visual
Library Automation Software:	Koha, Evergreen, ABCD, Libsys, Netlib
Digital Library Software:	D-Space, Greenstone.
Content Management Software:	Joomla, Drupal, OJAS
Reference Manager Software:	Mendeley, Zotero & Endnote
Other Software Package:	MS-Office, DOS, LAN, windows, MS – Word, Ms–Excel MS–PowerPoint Multimedia & Graphics, Data Communication & Email, Computer Network, Window NT, Internet.

Areas of Interest:

Library Automation, Open-Source Software, Institutional Repositories, E-Resources, Cloud Services, User Awareness, Green Library, ICT Technology

Attended Training Program:

Institute Name	Course Name	Duration
DCAC (Delhi College of Arts and Commerce, University of Delhi)	Training on “Smart Office Administration”	23 rd December 2019
NISCAIR (National Institute of Science Communication and Information Resources)	Training programme on “D-Space software for Design and Development of institutional repositories- Advance”	28th January to 1 st February, 2019.
DCAC, NEW DELHI	Training on “Smart Office Administration”	31st December 2016
NISCAIR, NEW DELHI	Training Course on Information Technology for Information	27 th October 2014 to 28 th November

	Management (KOHA,ABCD,D-SPACE,GSDL, WEB DESIGNING,RFID,BARCODE TECHNOLOGY, OPEN ACCESS,ERMS SOFTWARE, CORAL ETC.)	2014
DULS (Delhi Library System), University of Delhi	Computer training programme of two weeks on IT application in libraries	17 th April, 2014 to 1 st May,2014
NISCAIR	Training course on “library automation and resource sharing”	7 th July,2003 to 11 th July,2003

Refresher Course/FDP/Short Term Course/ Orientation Programme:

- Successfully Completed an Online short term Course on “**Workshop on Automation and Digitisation**” from August 11-18, 2023 organised by CPDHE (UGC-HRDC) Centre for Professional Development in Higher Education Human Resources Development Centre, University of Delhi.
- Successfully completed a four-week Faculty Induction/Orientation Programme for “Faculty in Universities/Colleges/Institutes of Higher Education” conducted by Teaching Learning Centre, Ramanujan College University of Delhi from 21st December 2022 to 19th January, 2023.
- Successfully completed online two weeks Interdisciplinary Refresher course in Advanced Research Methodology” conducted by Teaching Learning Centre, Ramanujan College University of Delhi from 23rd February 2023 to 09th March 2023.
- Successfully completed online two weeks refresher course in Library Science conducted by Teaching Learning Centre, Ramanujan College University of Delhi from 30 November 2023 to 14 October 2023.
- Successfully completed short term certificate course on “Open Access for Library and Information Science Professionals” conducted by **IGNCA** (Indira Gandhi National Centre for the Arts),New Delhi from January, 2019 to April ,2019.

Membership: ILA (Indian Library Association)- Life time membership

Paper Published In Conference / Conference Proceedings

- Poonam Rani, Md. Kaiyumshaikh and Dr. Akhtar Hussain (2024), **Mapping the Literature on open science research: A Scientometrics and visual approach**. In Proceedings of the 8th National Conference on Multidisciplinary Research trends and approaches, organised by Shri Khushal Das University, Hanumangarh & Rajasthan Technical Library Association (RTLTA), January 27 -28, 2024. P67-77.
- Poonam Rani, (2024) Presented Paper on “**Mapping out of research productivity of Indian data science: A bibliometric and visual journey**” Organized by Department of Library & Information Science University of Rajasthan, Jaipur In collaboration with Raja Rammohan Roy Library Foundation, Ministry of Culture, Government of India & Society for Library Professionals, New Delhi.

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

1. Rani, P., Hussain, A., Shaikh, Md. K. & Babu, M.S. (2024). Mapping the blockchain technology research: a bibliometrics and visualization approach, International Journal of Research in Library Science (IJRLS), 10(1), 201-217.
2. Rani, P., Hussain, A., Shaikh, Md. K., & Babu, M.S. (2024). Mapping out the landscape of green libraries: a bibliometrics and visualization analysis, Peer Reviewed International Refereed Research Journal Shodh-Rityu, 1(36), 79-85.
3. Paper published in an international Double – Blind, Peer- reviewed\ refereed open access journal. Rani, Poonam (2024) **Green Libraries: A way towards sustainability**. Russian Law Journal Volume XII (2024) Issue 1 Page no. 931-940 <https://russianlawjournal.org/index.php/journal/article/view/3833/2451>. ISSN 2312-3605.
4. 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)
5. Rani, Poonam (2021). **E-Resources: The Ubiquitous Source of Knowledge**. International Journal of Research in Library Science (IJRLS), Vol. 7 Issue 4 (October-December) 2021, 315-322. www.ijrls.in (ISSN 2455-104X)
6. Rani, Poonam (2021). **Applications of Cloud Computing in Library Services**. ECONSPEAK: A Journal of Advances in Management IT & Social Sciences, Vol. 11 Issue 8, August 2021, 43-50. www.skirec.org (ISSN 2231-4571)
7. 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)

8. 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)
9. 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)
10. 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)

Book/Book Chapters Having ISBN:

1. Rani, Poonam (2022). Library Fundamentals. Shree Publishers & Distributors ISBN: 978-93-90674-57-2 (Published)
2. रानी, पूनम |2019| पुस्तकालय स्वचालन । प्रताप बुक सर्विसेज प्रकाशक। आईएसबीएन: 978-93-85084-78-2 (प्रकाशित))
3. रानी, पूनम । 2019|पुस्तकालय कर्मी एवं पुस्तकालय उपयोक्ता प्रबंधन । प्रताप बुक सर्विसेज 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: Jalgaon MS. ISBN: 9789385026379 (Published).

Details of Seminar/Conferences/Workshop/Webinar Attended:

Seminar

1. Attended online User Awareness Program to demonstrate the accessibility of Springer Nature eBooks and Journals hosted by Springer Nature in Collaboration with Central Library, University of Delhi On 19th July 2023.
2. Attended International Seminar on "Access to knowledge and the future of digital libraries in India: Technology, Law, Policy" organized by National Law University, Delhi and Dr. B.R. Ambedkar University of Delhi , New Delhi, 17th May 2023.
3. 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 IGNC, New Delhi on 12th April. 2019.
4. 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.

5. 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.
6. 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.
7. 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.
8. Attended one day Technical workshop and Seminar on Library materials, Security and Inventory Management systems on 10th June, 2011.

Workshop

1. Attended online one-day “National Workshop on AI Tools for academic Libraries” hosted by Khandesh College Education Society’s Moolji Jaitha Autonomous College, Jalgaon. On 15th June 2024.
2. Attended online one-week “National Workshop on KOHA-ILMS” hosted by Department of Library and Information Science Central University of Haryana, Mahendergarh.. from 11th December 2023 to 15th December 2023.
3. Attended workshop on Plagiarism, copyright and reference management tools on 15th & 16th of February, 2019 organized by the IGNACA.
4. Participated in Five-day National workshop on “Library Automation & Digitization” held at the University of Delhi, South campus during December 17- 21, 2018.
5. Participated in a workshop on “Digitization and Conservation” on 15th June 2018 at Janki Devi Memorial College, University of Delhi.
6. Participated in Two days National Workshop on “Open source Software – Koha” on 18 – 19 March 2017 organised by Guru Nanak College of Education.
7. 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.
8. 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.

Webinars/ training/ workshops organized

- Librarian Ms. Poonam Rani has organized online DSpace Training on cloud in collaboration with Avior Technologies Pvt. Ltd. conducting one days training program on 12-07-2024 for library staff.
- Librarian Ms. Poonam Rani has organised RFID equipment Training in collaboration with total software solutions pvt. ltd. conducting one days training program on 04-07-2023 for library staff.
- Librarian Ms. Poonam Rani has organised KOHA Training in collaboration with IQAC and total software solutions pvt. ltd. conducting three days training program from 23-05-2022 to 25-05-2022 on “library automation using KOHA (open source software)” for library staff to raise awareness of the modules of Koha Administration, Cataloguing Module, Circulation Module, Patron Modules, and Report Modules.

- Organised a webinar on “Selective Dissemination of information services to library users using print and open access sources” on google meet platform dated 12th November 2021 (guest speaker Prof. Shailendra kumar, Head of the department; Department of Library and information Science, University of Delhi.

Administrative Assignments:

1.	Purchase Committee	2021-2023, 2023-2025
2.	Proctorial Committee, Discipline	2023-2025
3.	Library Committee, Convener	2023-2024
4.	Infrastructure Committee	2023-2024
5.	Hygiene and Wellness Committee	2023-2024
6.	Write-Off Committee	2023-2024
7.	Green Committee	2023-2024
8.	Internal Complaint Committee	2023-2024
9.	Gender Sensitisation Committee	2023-2024