Delhi College of Arts & Commerce

University of Delhi

Library Data Report (2021-2022):

The college library introduced and implemented the KOHA software. Organised webinars and training to enhance knowledge and upgrade library services and facilities for the period 2021–2022.

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1. **Webinar on "Selective Dissemination of Information Services to Library Users using Print and Open Access Sources" - November 12th, 2021.**

On the 12th of November 2021, the College Library hosted a webinar titled "Selective Dissemination of Information Services to Library Users using Print and Open Access Sources" through the Google Meet platform. This webinar aimed to enhance the knowledge and skills of library professionals and users regarding the effective utilization of print and open access resources for disseminating information.

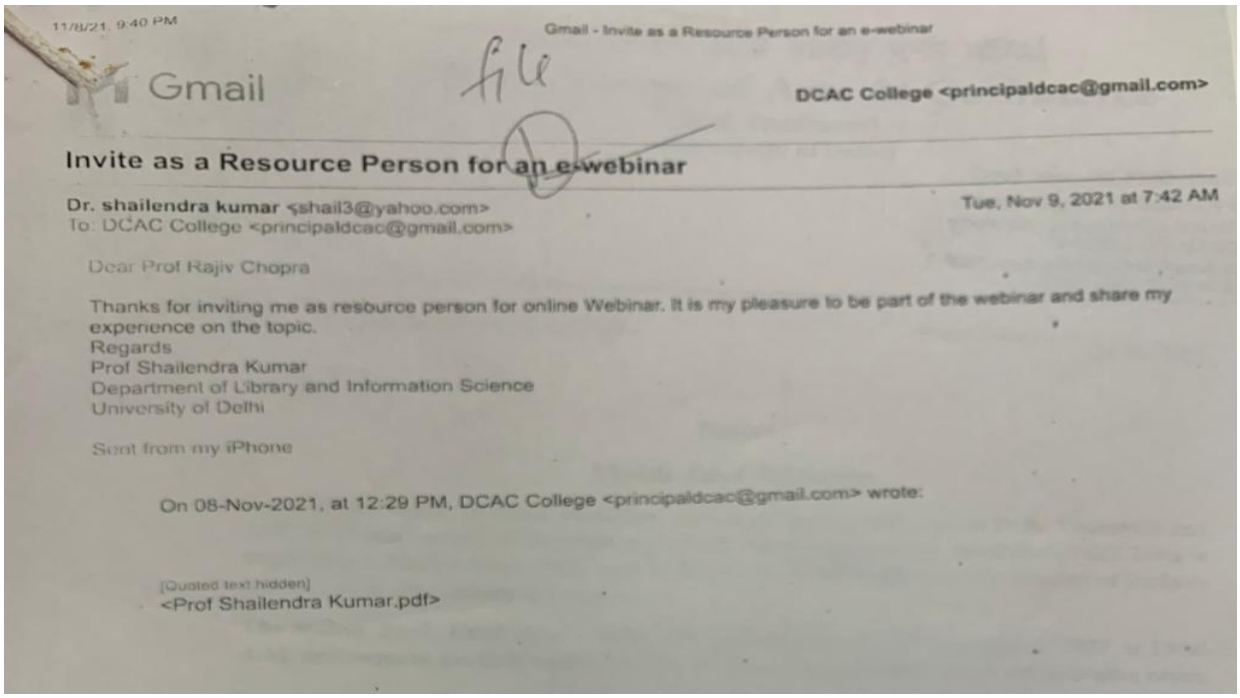
1. **Transition to Koha Software**

   In pursuit of upgrading library services and facilities, as well as making library resources accessible online and remotely, the College Library transitioned from its previous software (NETTLIB) to the Koha Integrated Library Management System.

2. **Introduction of Integrated Library Management System (KOHA)**

The College Library has embraced the modern era of library management through the implementation of the Integrated Library Management System known as KOHA. This open-source software operates on a cloud server, providing a dynamic and efficient solution for library automation.

Koha, derived from the Māori word "gift," represents the world's pioneering open-source library automation system. Developed by the Horowhenua Library Trust in 1999, Koha was



11/8/21, 9:40 PM Gmail - Invite as a Resource Person for an e-webinar

Gmail

DCAC College <principaldcac@gmail.com>

Invite as a Resource Person for an e-webinar

Dr. shailendra kumar <shail3@yahoo.com> Tue, Nov 9, 2021 at 7:42 AM
To: DCAC College <principaldcac@gmail.com>

Dear Prof Rajiv Chopra

Thanks for inviting me as resource person for online Webinar. It is my pleasure to be part of the webinar and share my experience on the topic.
Regards
Prof Shailendra Kumar
Department of Library and Information Science
University of Delhi

Sent from my iPhone

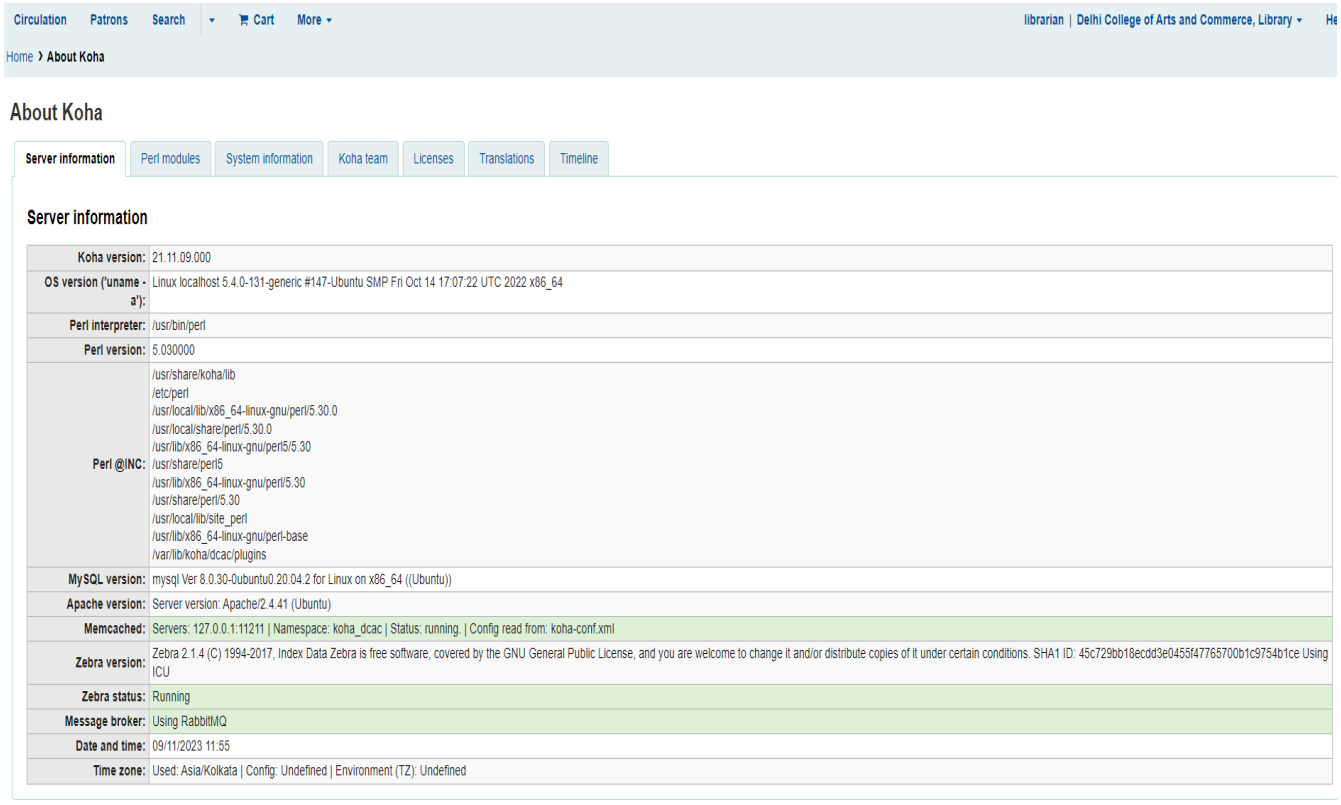
On 08-Nov-2021, at 12:29 PM, DCAC College <principaldcac@gmail.com> wrote:

[Quoted text hidden]
<Prof Shailendra Kumar.pdf>

released under the GNU General Public License. It has gained global recognition and is utilized across diverse library types, proving itself as a robust enterprise-class ILS with comprehensive functionalities.

Koha encompasses modules for acquisitions, circulation and patron management, cataloguing, serials management, authorities, flexible reporting, label printing, multi-format notices, administration, Web-OPAC, offline circulation (for instances when Internet access is unavailable), and much more. It caters to libraries of all sizes, including consortia, multi-branch, multilingual and translatable, adheres to library standards, offers web-based interfaces, operates on open-source principles, and is suitable for both single-branch and multi-branch libraries.

Snapshot of Integrated Library Management System (KOHA) Version



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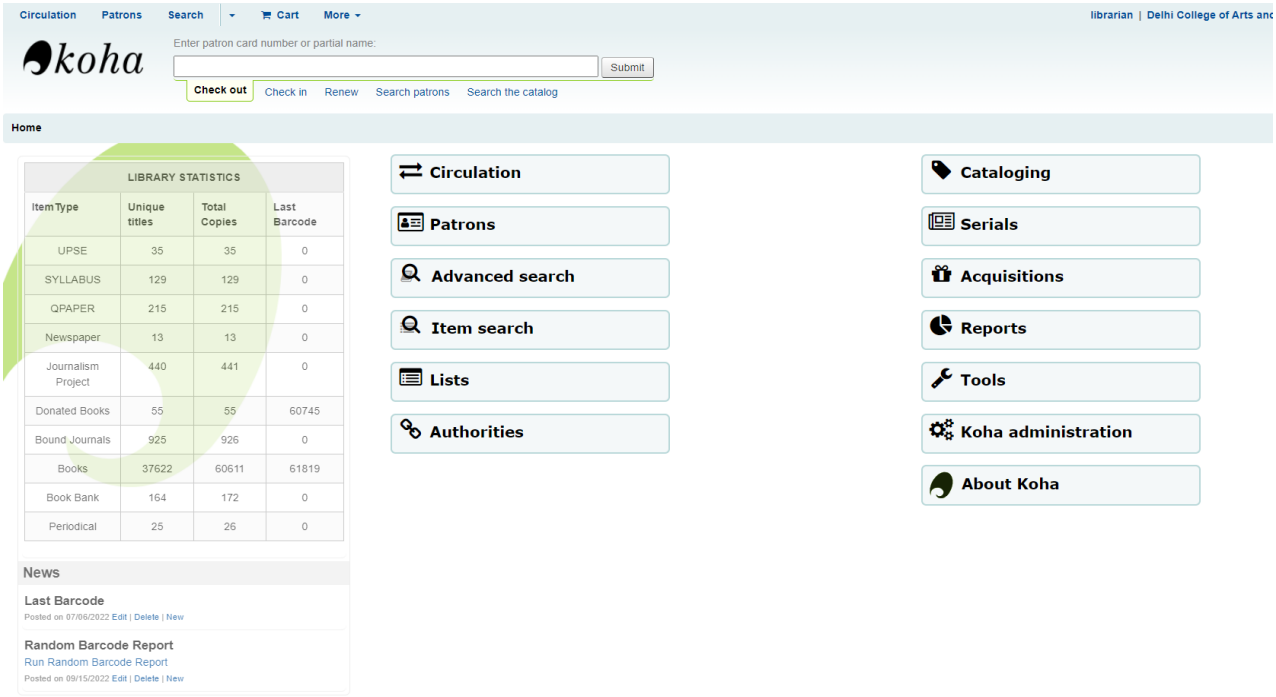
Snap Shot of Integrated Library Management System (KOHA) : On Cloud



TOTAL IT SOFTWARE SOLUTION PVT. LTD.

Tech The Future Technology
ISO 2008 : 2015

Ref: TISS/DCAC/2023/PR/01 Date: 02-03-2023

To,

The Principal
Delhi College of Arts and Commerce
Netaji Nagar,
New Delhi - 110023

Subject: - Payment receipt against your Purchase Order Ref. No. DCAC/Library/2021-22/807 dated 07-02-2022 for "Implementation of KOHA Open Source Software at College Library".

Respected Sir,

This is with reference to your Purchase Order Ref. No. DCAC/Library/2021-22/807 dated 07-02-2022 for "Implementation of KOHA Open Source Software at College Library".

We would like to inform you that we have successfully installed, configure of KOHA Library Software at our cloud server and completed data migration in the software and provide software training to library staff members on (23-05-2022 and 25-05-2022)

We have received our payment for Rs 62,640 on dated 01-03-2023 after deduction of TDS amount of Rs. 5800.

Thanking you & assuring you of our best professional services at all times.

Kind regards,

Puneet Kumar
Director
Total IT Software Solutions Pvt. Ltd
Ph.: 9350515096
Email: puneet.saini@tiss.co.in

For Total IT Software Solutions Pvt. Ltd.

Director

WZ-248, Plot No. 7, Inder Puri, New Delhi - 110012 (INDIA)
Phone :- +91-11-25833321, +91-11-25833323, Fax :- +91-11-2558333320
E-mail: contact@tiss.co.in Website: www.tiss.co.in

3. **Procedure for Operating Integrated Library Management System (KOHA) on Cloud Server.**

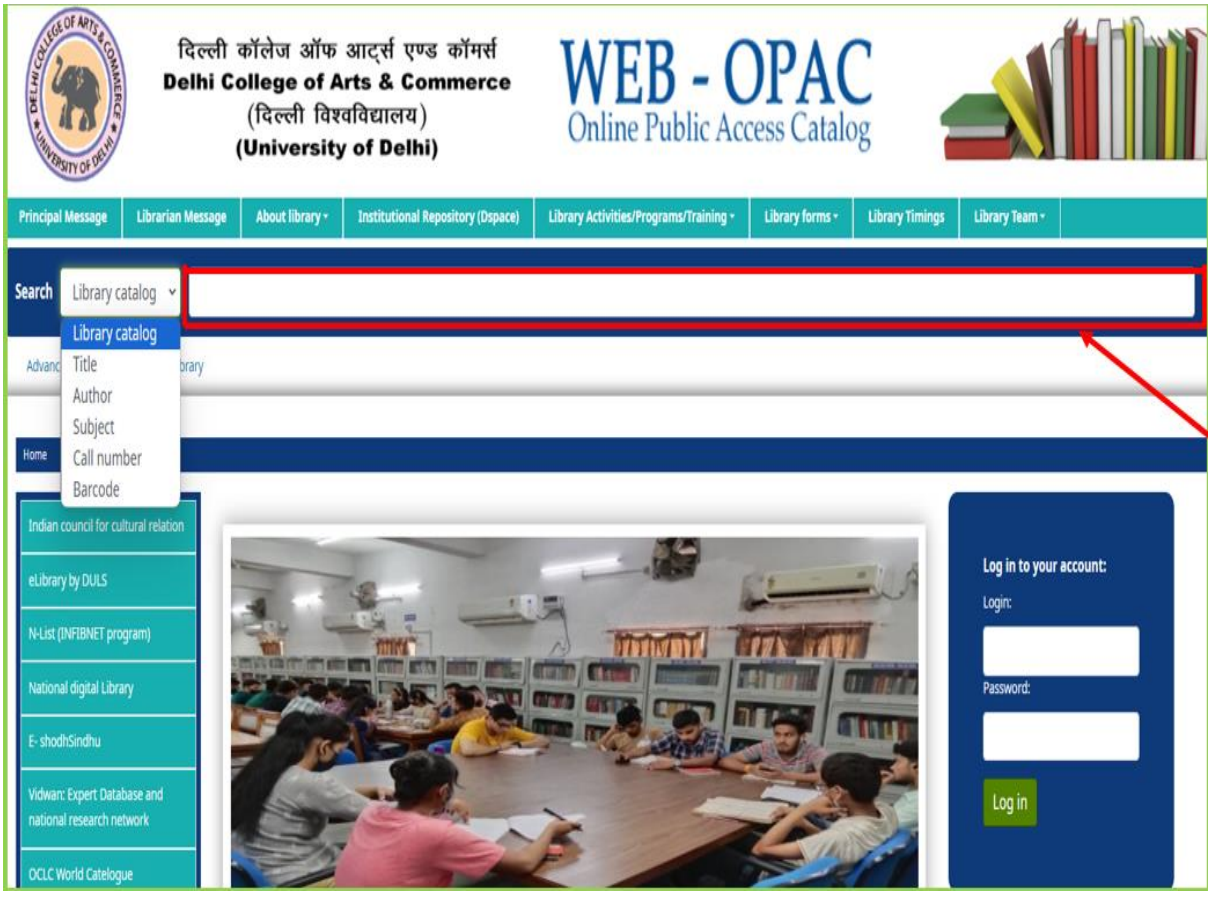
The College Library has streamlined its operations through the utilization of KOHA's cloud-based Integrated Library Management System.

The following are the key functionalities of KOHA:

- **WEB OPAC**: Patrons can access comprehensive information about the library's collection, facilities, and services through the library's website. Two OPAC terminals, located on the ground floor, and one on the first floor, facilitate online searches for library publications.

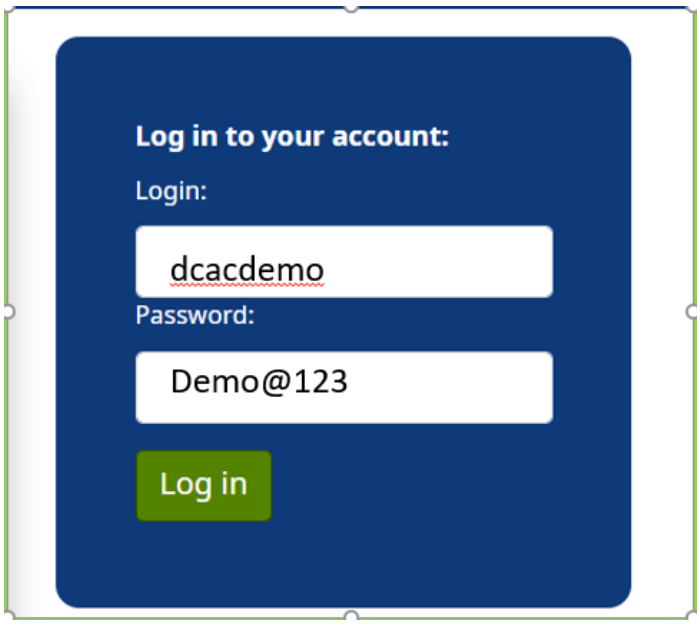
- **Remote Accessibility:** Library resources, services, and facilities are accessible remotely, allowing patrons to conveniently check the availability, accessibility, and location of resources by various criteria, including Title, Author, Subject, Publisher, and Keywords.

Snap Shot of WEB OPAC: Online public access catalogue (OPAC)

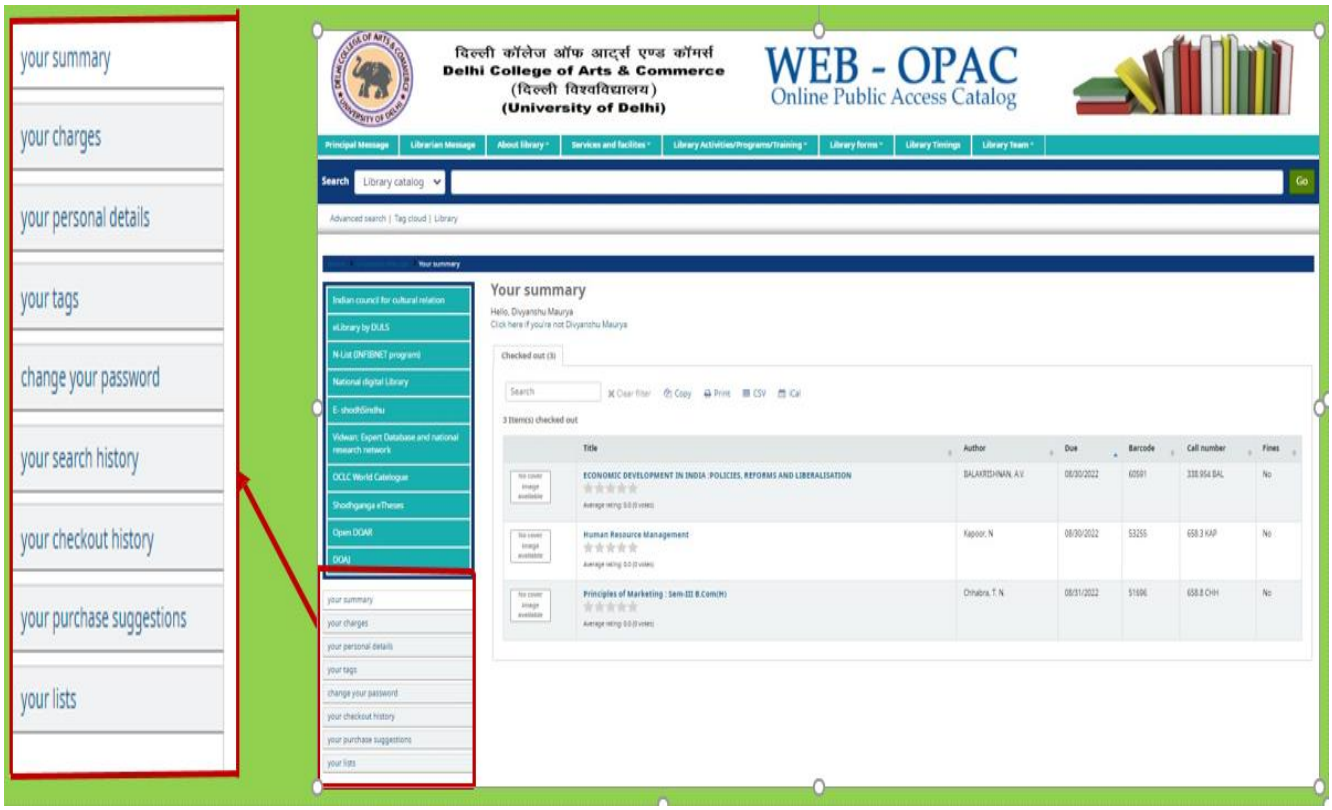


- **Patron Account Access:** Patrons can access their library membership accounts using a Login ID and Password. The Login ID is the Member ID Number, and the initial Password is provided on the college ID card. Patrons can change their password for added security. Within their accounts, patrons can review book transaction records, fine charges, personal details, checkout history, and more, all from a remote location.

Snap Shot of remote login :



Snap Shot of after login to account in order to check books transaction record, fine charges, Personal details, checkout history etc.



- **OPAC Facility:** The library offers Online Public Access Catalog (OPAC) facilities, with two terminals available on the ground floor and one on the first floor. This enables patrons to search for books and other publications online using criteria such as author, subject, title, barcode, and keywords.

- **Access to E-Resources:** Through Web-OPAC, patrons can access the library's collection of open-source and subscribed e-resources, including N-LIST (National Library and Information Services Infrastructure for Scholarly Content). Patrons can visit the N-LIST portal through the library's webpage\Web-OPAC or directly through https://nlist.inflibnet.ac.in/index.php, using their registered email ID and a password provided by the college library.

Snap Shot of Web-OPAC

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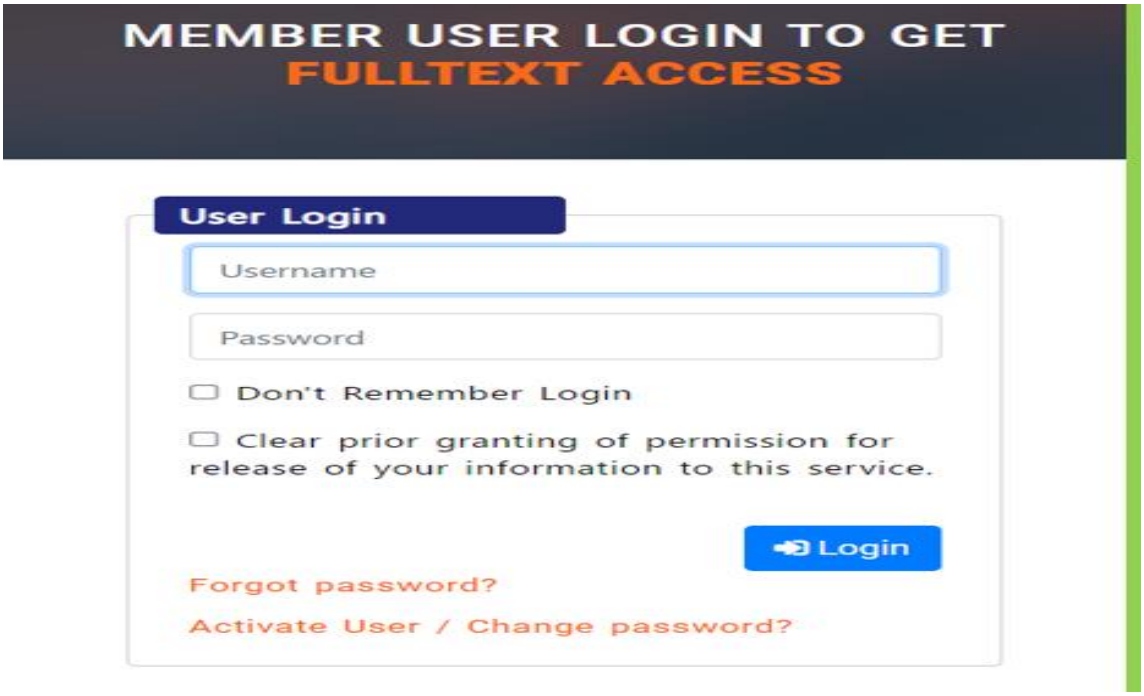

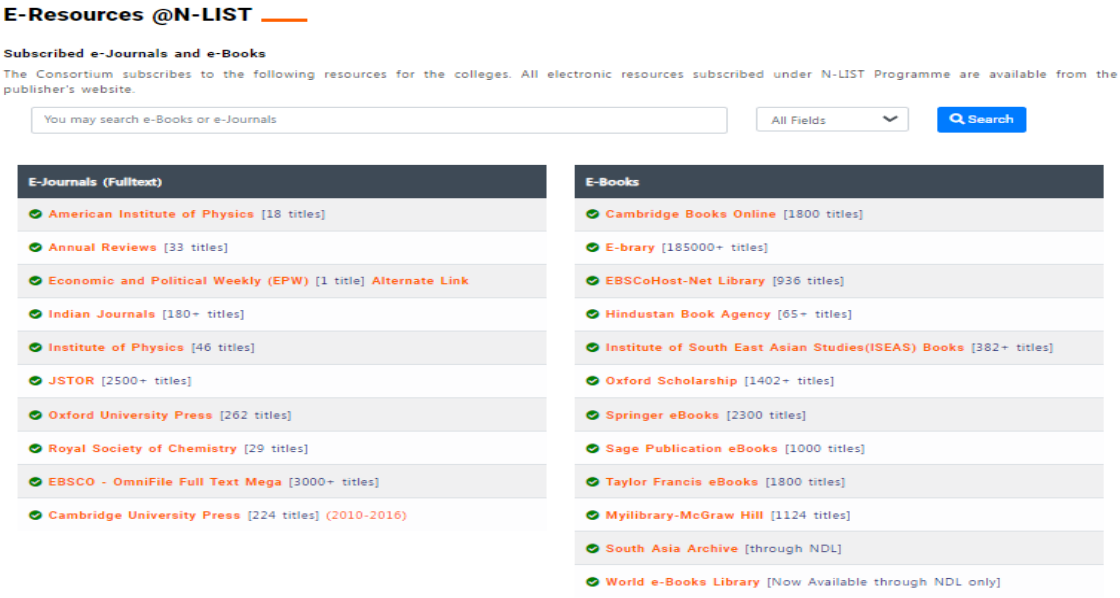

E-Resources @N-LIST

Subscribed e-Journals and e-Books

The Consortium subscribes to the following resources for the colleges. All electronic resources subscribed under N-LIST Programme are available from the publisher's website.

You may search e-Books or e-Journals | All Fields | Search

E-Journals (Fulltext)
American Institute of Physics [18 titles]
Annual Reviews [33 titles]
Economic and Political Weekly (EPW) [1 title] Alternate Link
Indian Journals [180+ titles]
Institute of Physics [46 titles]
JSTOR [2500+ titles]
Oxford University Press [262 titles]
Royal Society of Chemistry [29 titles]
EBSCO - OmniFile Full Text Mega [3000+ titles]
Cambridge University Press [224 titles] (2010-2016)

E-Books
Cambridge Books Online [1800 titles]
E-brary [185000+ titles]
EBSCoHost-Net Library [936 titles]
Hindustan Book Agency [65+ titles]
Institute of South East Asian Studies(ISEAS) Books [382+ titles]
Oxford Scholarship [1402+ titles]
Springer eBooks [2300 titles]
Sage Publication eBooks [1000 titles]
Taylor Francis eBooks [1800 titles]
Myilibrary-McGraw Hill [1124 titles]
South Asia Archive [through NDL]
World e-Books Library [Now Available through NDL only]

4. Annual Library Orientation Programme:

The College Library annually conducts a Library Orientation Programme aimed at familiarizing new students with the library's resources, services, facilities, rules and regulations, and layout. This initiative is designed to empower students with the knowledge they need to make the most of the library's offerings.

In 2021, the Library Orientation Programme was conducted through Google Meet on the 23rd and 25th of November. This virtual approach ensured that all incoming students were introduced to the library's valuable resources and services, even in the face of logistical challenges.

Snap Shot ofLibrary Orientation Programme via Google Meet - November 23rd and 25th, 2021:

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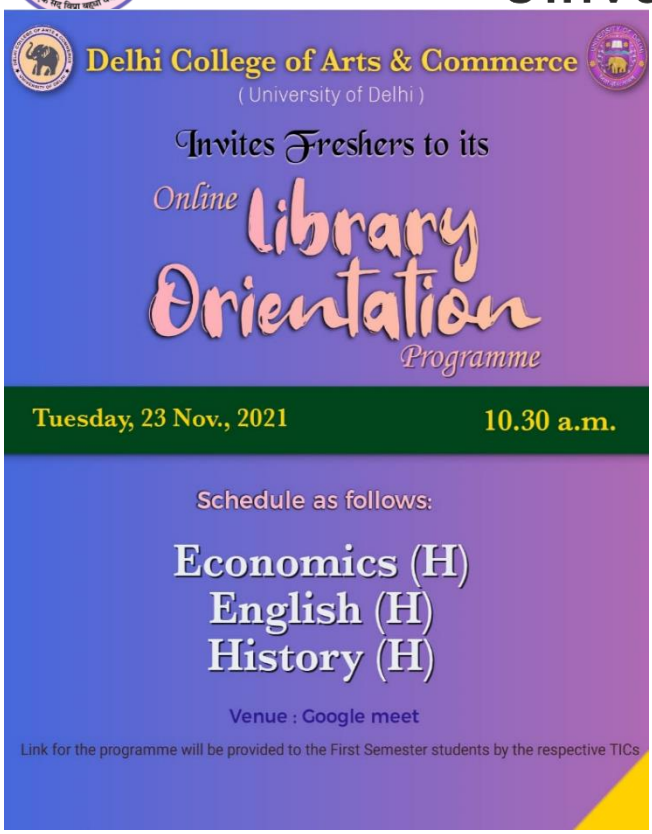

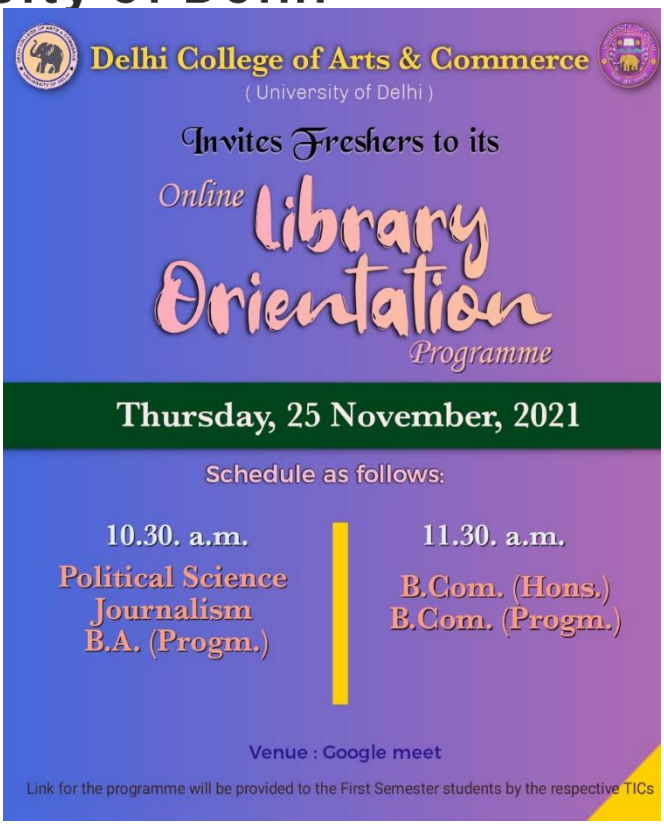

Updated: Links and files for the Orientation Programme - including details of Library Orientation 5

Yahoo/Sent

Shalini Saksena <ssaksena@dcac.du.ac.in>
To: DCAC College
Cc: Srikant Pandey, Santosh Bharti, drneerukapoor, doc.dcac@gmail.com, rashmi sharma and 14 more...

Sat, 20 Nov, 2021 at 8:42 pm

Dear All,
(I am also adding the details of the Library Orientation Programmer Schedule to the contents of my earlier email).

As discussed in the meeting, here is the required information -

1. Link to the Google form (Student Undertaking) - to be filled and submitted by all the first year students attending the Orientation Programme:
https://forms.gle/CN7ACPDkthcQYXXr5

2. Link to the Video on College Virtual tour made by Mr. Kishor:
https://youtu.be/TB8hpGkbyt4

3. A copy of the Site-map made by Dr. Anjali is attached with this mail. This can be shown during the Orientation to familiarise the students with our college website.

4. Please inform students about the schedule of the Library Orientation Programme -
For English + Economics + History Dept students- on 23rd Nov 2021 at 10:30am
For Pol.Sc + Journalism + B.A. Prog students- on 25th Nov 2021 at 10:30am
For B.Com (Hons.) and B.Com(Prog) studnets- on 25th Nov 2021 at 11:30 am

Common Link for Library Orientation Programme:
https://meet.google.com/njy-nith-jqh

Best Regards,
Shalini Saksena

Show original message

Website Site....pdf
41.8kB

5. Staff Training in ICT, software and Information Technology

To enhance the competencies of library staff in the realm of ICT and information technology, the College Library regularly conducts training sessions. These sessions serve to familiarize staff with newly implemented software and technologies, ensuring they are well-equipped to provide efficient library services.

6. Training on Library Integrated Management System (KOHA) - May 23, 2022, to May 25, 2022

From May 23rd to May 25th, 2022, the College Library organized a comprehensive training program on the Library Integrated Management System, KOHA. This training aimed to equip library staff with the knowledge and skills necessary to maximize the potential of this open-source software.

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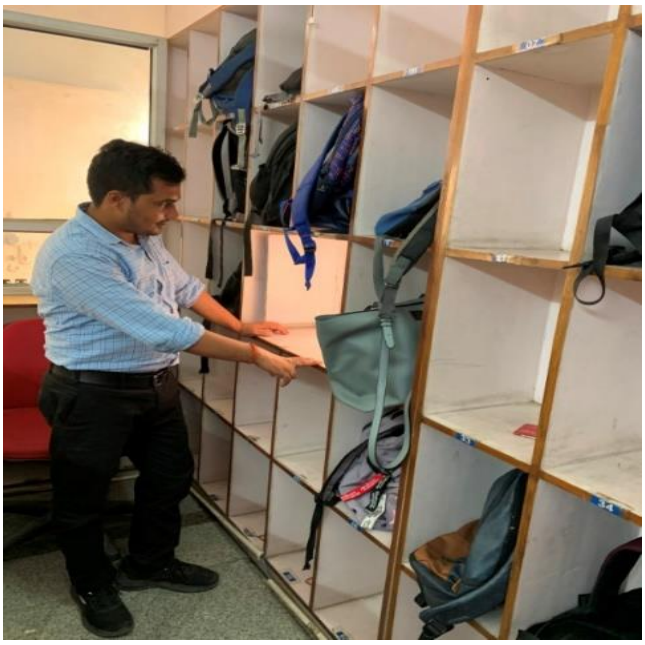
7. Library Overview Photograph (2021-2022)

Photograph for a visual overview of the College Library during the 2021-2022 period.

Library Entrance



Property Counter

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Entry/Visitor's Register

Check Point/Check OutDesk

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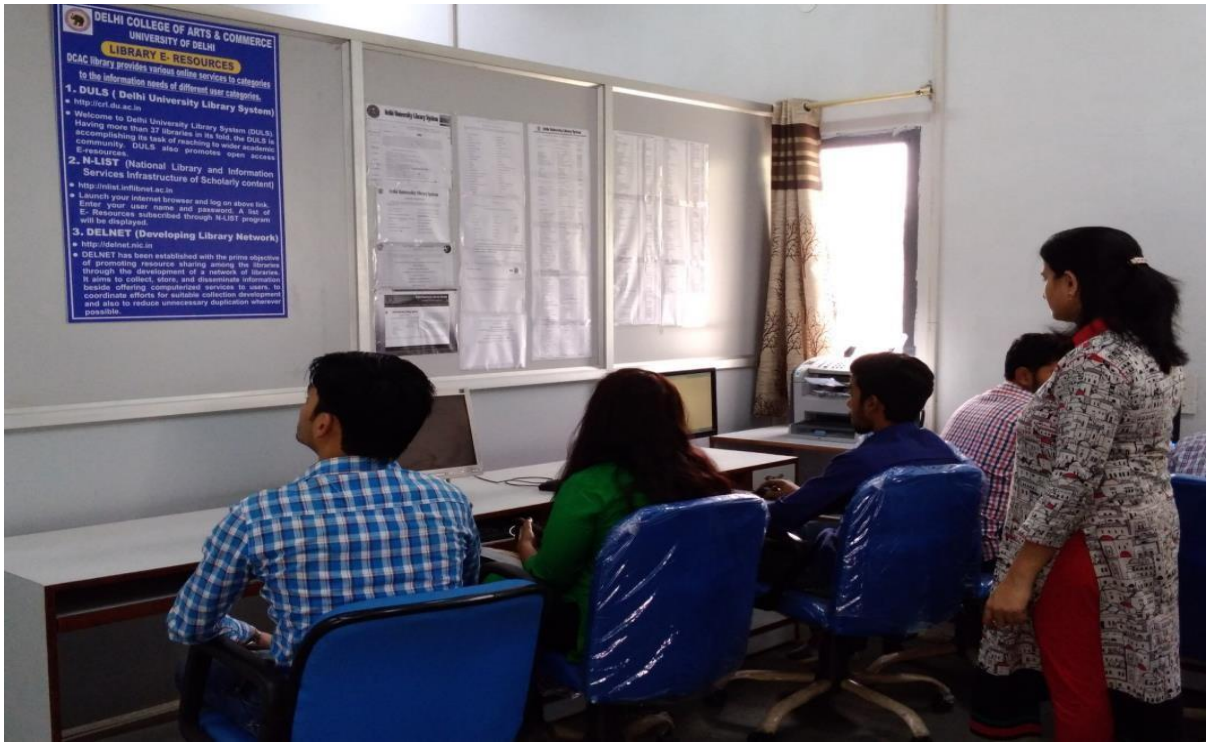
Circulation Desk

Stack Hall

Student Reading Room

Faculty Reading Room



E-resource Room

The College Library remains committed to delivering high-quality library services, embracing technological advancements, and ensuring accessibility to a wide range of resources for its patrons. The transition to KOHA and the continuous training of staff in ICT and information technology are significant steps towards achieving these goals. We look forward to further enhancing our services in the coming years.