



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)  
**Amaravathi Road, Gorantla, Guntur – 522034 (A.P)**

Email: [st\\_anns\\_coll@yahoo.co.in](mailto:st_anns_coll@yahoo.co.in) Website: [www.stannscollegeforswomen.org](http://www.stannscollegeforswomen.org)

**Criterion: IV**

**Metric – 4.2.1**



### **Criterion 4 - Infrastructure and Learning Resources**

#### **4.2 – Library as a Learning Resource**

**4.2.1 - Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscription to e- resources and journals are made. The library is optimally used by the faculty and students.**

**About the Library**



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## About the Library

### Introduction

A Library is the Heart of an educational Institution. It itself is an Institution that exists to serve the information to the people. College library stimulates the students to obtain, evaluate and recognize knowledge and to familiarize oneself with the trends of knowledge for further education and learning new disciplines. The college provides ample scope and opportunity to the students to read and learn a lot from a wide variety of Newspapers and Magazines that are available in the Reading room.

**“Reading is to the mind, what Exercises to the body?”**

**“One best book is equal to hundred good friends”**

- Our Library is well equipped one
- A great many of the important journals are well bound and preserved.
- Issue, Return and Renewal of books are all computerized.
- The spacious Library is situated in the Second floor.
- The Plinth area of the library is 3775.25 sq. ft.

### Library Timings

Monday to Friday: 8:00 a.m to 4:00 p.m & Saturday: 8:00 a.m to 1.00 p.m



*Dr. G. Fatima R*

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### Layout of Library

- Reading Room
- Display Of New Arrivals
- Login/ Logout for Students/Faculty
- Return Counter
- Periodicals Section (Journals/ Magazine/Newspaper)
- Previous Year Question Papers
- Back Volumes of Journals
- Internet Facility for Students & Faculty
- Computerized Circulation Counter
- Text Books
- Reference Books
- Reference Section
- CD's / DVD's



*Dr. S. Fatima Khan*

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### Collections in the Library

S. No.	Particulars	Total
1	No. of Books	23031
2	No of Titles	5555
3	No of Print journals & Magazines	19
4	No. of News Papers	06
5	Book CD's	857
6	Magazine CD's	331
7	Back Volumes of Journals	50
8	Project Reports	1300
9	E- Journals through DELNET	5,000
10	DELNET Union Catalogues and Databases	75,00,000



*D. S. F. S. Ramesh*

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### E -RESOURCES

#### List of e- resources programme through DELNET

E - Journals e-books, e-theses, dissertations and union catalogues

Knowledge gain portal ( 1.6 crore full text e-books , e-journals articles )

Vision portal ( a large No .of Video lecturers on different subjects )

Union catalogues and databases ( more than 3 crore and 75 lakh records of books , periodicals, articles, theses, dissertations, video recordings and other databases.)

Full text journals ( 5000 +

### LIBRARY OTHER E- RESOURCES

Resource Name	Access URL Link	Subject
CCE e-Learning claseses for U.G.Courses	<a href="http://www.ccelms.ap.gov.in/rusa/user/gpapers">http://www.ccelms.ap.gov.in/rusa/user/gpapers</a>	All Subjects
PG Pathshala	<a href="http://epgp.inflibnet.ac.in">http://epgp.inflibnet.ac.in</a>	All Subjects
Rarebooks Society of India	<a href="http://www.rarebooksociety.org">http://www.rarebooksociety.org</a>	
<b>Telugu e-Resources</b>		
Telugu and Sanskrit books	<a href="http://www.teluguthesis.com">http://www.teluguthesis.com</a>	Telugu & Sanskrit
Books on Vedas and Upanishads	<a href="http://vedicheritage.gov.in">http://vedicheritage.gov.in</a>	Telugu
A to Z 2512 Telugu literature	<a href="http://www.atoz2512.com">http://www.atoz2512.com</a>	Telugu
Teluguone Grandhalayam	<a href="http://www.teluguone.com/grandalayam">http://www.teluguone.com/grandalayam</a>	Telugu
<b>MOOCS ( Massive Online Courses )</b>		
UG/PG MOOCS	<a href="https://ugcmoocs.inflibnet.ac.in">https://ugcmoocs.inflibnet.ac.in</a>	All Subjects
Swayam Online Courses	<a href="https://swayam.gov.in">https://swayam.gov.in</a>	All Subjects
NPTTEL Online Courses	<a href="https://nptel.ac.in">https://nptel.ac.in</a>	
Acharya Nagarjuna University Moocs	<a href="https://moocs.anuonline.ac.in">https://moocs.anuonline.ac.in</a>	All Subjects
National Digital Library of India	<a href="https://ndl.iitkgp.ac.in/">https://ndl.iitkgp.ac.in/</a>	All Subjects



*D. S. S. S.*

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### Library Services

S. No	Service Name
01	Circulation Service
02	Print Journals & e – Journals Service
03	Reference Service
04	Previous Question Papers service
05	News Paper Clipping Service
06	Projects Reference Service
07	Issue of Book CD'S and Magazines CD'S
08	Digital Library Through DELNET
09	Reprographic Service
10	OPAC (Online Public Access Catalogue)
11	Documentation of Syllabus Books
12	Conducting Library Events
13	Overnight Issue of Reference Books

### Objectives of the Library

- To promote the reading habits
- To Extensive use the reading material extensively
- To acquire, organize and update the library collection to support Teaching Learning Process (TLP)
- To encourage students to read beyond the requirements of the curriculum
- To provide instruction and assistance in the effective use of learning resources/services
- To promote the growth and well being of the library



*Dr. P.*

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### Rules and Regulations

- Strict silence should be observed in the library.
- Personal belongings such as bags, notebooks etc., should be left at the property counter at the library entrance.
- Books are lent to students on all working days.
- Books are usually lent for a period, of two weeks and may be renewed for a further period if those books are not in demand by other students.
- Books should be returned on or before the due date indicated in the issue slip of the book.
- Over due fine of Rs. 2 per day will be charged, if the book is not returned on time.
- If the book is lost, the borrower will have to pay three time of book cost and fine also.
- Reference books such as dictionaries, yearbooks, encyclopedia, general knowledge books and books labelled as reference will not be lent.
- Students are forbidden to make any marking or underlining in the books and periodicals.
- Students are advised to examine and ascertain the conditions of the books at the time of borrowing itself. If there is any damage it should be immediately brought to the notice of the librarian. Otherwise, the borrower will be held responsible for the damage
- If a book is damaged or lost, the cost of replacing it with a new copy along with fine will be recovered from the borrower.
- All the students should return all the library books a week before the last working day of the academic year.
- No outside / personal books are allowed in the library for reading purpose. Using mobile phone is strictly prohibited.



*Dr. S. Felina*  
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### LIBRARY COMMITTEE

Library Advisory committee is formed at the beginning of every academic year by the Director and principal in consultation with the staff and student members. In the decisions pertaining to the library are taken by the library committee. The committee meets once in an academic year.

Plan to purchase of books to the library

To analyze the students requirements

Plan to conduct User Awareness Program

### MEMBERS OF LIBRARY COMMITTEE

1. Rev.Dr.Sr.Fathima Rani.P B.Sc.,B.Ed.,M.A.,Litt.,M.Phil., Ph.D.,  
Principal & Correspondent - Chairman
2. G.Sailaja MA., MLISc., B.Ed - Convener
3. J.Premeela Rani Head Commerce, Dept - Member
4. K. Vidhyadhari Head Botany, Dept - Member
5. I.Adi Lakshmi Head Sanskrit, Dept - Member
6. B.Ranjitha Head Microbiology, Dept - Member
7. D.V.Ramana Faculty in Computer Science, Dept - Member
8. B.Usha Head B.C.A., Dept - Member
9. G.Radhika Head M.B.A., Dept - Member
10. M. Usha Rani Head M.C.A., Dept - Member
11. Syed.Suhana III MPC - Member Student
12. Ramavath.Bulli Bai II B.Com(Res) - Member Student
13. S.Jaswantha Mery IIMCA - Member Student
14. K.Saritha II MBA - Member Student



*D. S. Fathima Rani*  
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### Best Practice of the Library

- Users can recommend books and Journals by using prescribed Book.
- Display New Arrivals
- Library is providing Digital Library Services through DELNET.
- User Orientation programme for New Students.
- Home Lending of CDs/DVDs to our college staff and students.
- Free Library for developing reading habit.

### Conducting Different Library Activities

1. Book Review Competition
2. Book Exhibition on New Arrivals
3. Essay Writing Competition



*Dh. Felu L*

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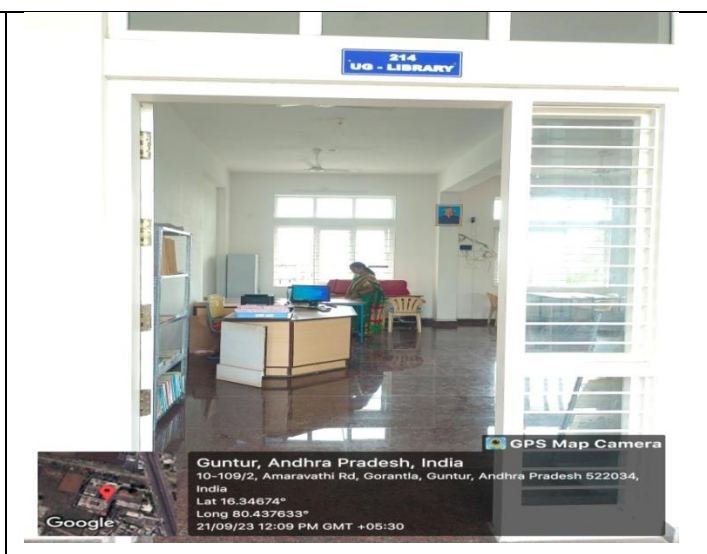
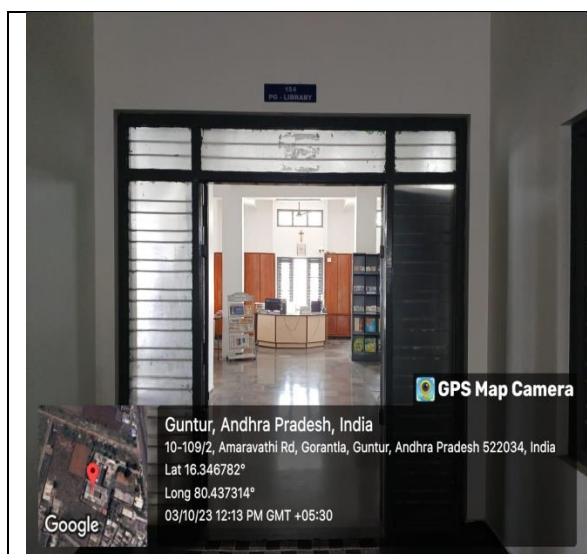
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### STAFF DETAILS

S.NO	Name	Qualification	Designation
1.	G.Sailaja	M.A., M.L.I.Sc., B.Ed	Librarian
2.	D.Anitha	M.A., M.L.I.Sc	Librarian
3.	N.Aneesha	M.A	Library Assistant
4.	D. Chitty	B.Sc., B.L.I.Sc., B.Ed	Library Assistant

### DEPARTMENT OF LIBRARY SCIENCE







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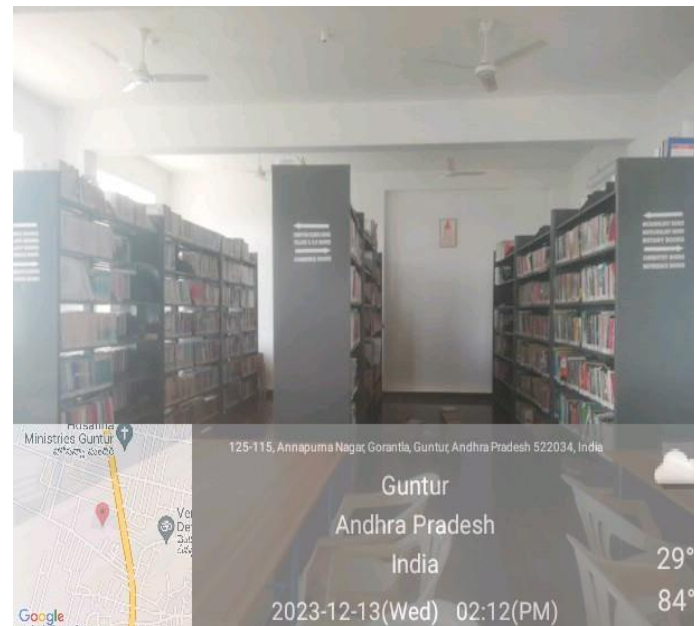
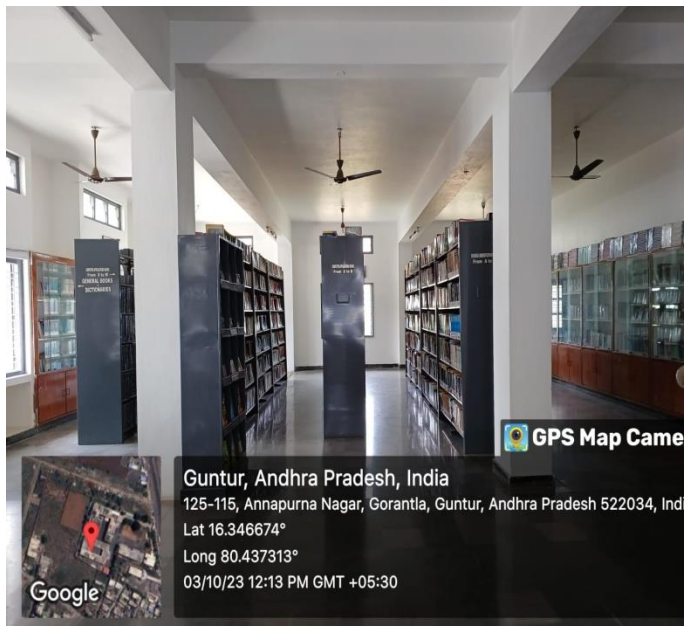
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## READING AREA



## STOCK AREA





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## CIRCULATION AREA

