

INTRODUCTION

THE LIBRARY: is well equipped with all the latest knowledge disseminating gadgets to render speedy, efficient and excellent services to the user community. In view of the growing importance of automation, the central library purchased Library Software to provide effective services to the users. The various Library operations like acquisition, cataloguing, circulation and serial control have been automated using the Software. All the books are bar-coded & (OPAC (Online Public Access Catalogue) has been provided to the Users. Library works under CC cameras' Surveillance.

DOCUMENT COLLECTION: Library of Aditya College of Engineering established in 2008 with 902 sq.mts of plinth area, has a total number of 33500+ volumes, 4450 titles, 100+ National and International Journals and 50 Technical Magazines, 360+ Periodical Back Volumes, 1150 Project Reports and 2600 e-Books and 400+ videos at present. The entire collection is bifurcated into Loan Books and Reference books.

MEMBERSHIP: The membership of the Library is open to all the students in their respective College.

LIBRARY BOOK ISSUE POLICY

S.No	Borrower	Eligibility	Duration
1	B.Tech.	4	15 Days
2	M.Tech.	4	15 Days
3	MBA	4	15 Days
4	Diploma	3	15 Days
5	Non-Teaching	3	90 Days
6	Teaching	6	180 Days

**** Note:** Hostel Students can borrow any book in the library as overnight Issue.

****Class Toppers** can borrow six Books.

BORROWING FACILITIES The central library follows open access system and the users are free to browse the books kept on the shelves and select one of their choice. All the users are entitled to borrow books on their identity cards in person.

E- Resources



LIBRARY SERVICES

LENDING SERVICE: Books, Project Reports, Back Volumes, e-books and Video Lectures are issued to Users. All the books are bar-coded, so it saves time of library personnel as well as borrowers.

PERIODICAL SERVICE: The Library periodical section provide the readers with journals, (National & International) magazines, newspapers and news letters.

SDI SERVICE: Selective Dissemination of Information (SDI) services regularly alert users to get new information on their chosen topics. The library circulates content pages of current issues to the academic staff for promoting the use of the periodicals. New arrivals are displayed in the main hall of the library. Availability is acknowledged through library blog and through e-Mails. Lists of books are also provided to the users on request. Library keeps the users aware of e-journals, databases and other e-resources to promote the use.

EXTENSION SERVICE: To convert the library into a social, cultural and intellectual center, orientation classes, Quiz programs, Celebration of festivals and other events are organized.

DIGITALIZED SERVICE: Through CD Copier, required CDs are provided to users who prepare for TOEFL, GRE, GMAT, CAT and the videos like SONET, NPTEL, AIMA CDs contains lectures by eminent professors.

PHOTOCOPYING SERVICE: Photocopying unit is located in the Central Library for the benefit of the users at nominal Fee. This service enables the users to obtain relevant chapters and articles immediately within the library Premises.

DIGITAL VISUAL INTERFACE (DVI): Under this program inspirational and educational videos are screened everyday between 3:15 PM and 4:15 PM at Seminar Hall.

INTER LIBRARY LOAN (ILL) SERVICE: Inter Library Loans allow the users to borrow books from other libraries and lend their books to others libraries. Academics and research workers from other university libraries are given the ILL facilities on request. We provide ILL books through DELNET.



REFERENCE SERVICE

REFERENCE SERVICE: The reference service provides one copy of all the books in addition to GATE books and competitive exam books.

RESERVATION OF LIBRARY MATERIAL: User can reserve the library material like book/e-Book/ videos/back volumes/project reports which are already issued, by submitting the reservation form available at the circulation counter.

OPAC (ONLINE PUBLIC ACCESS CATALOGUE): Through OPAC the user can search the book or any other material available in the library. The user can access the database by author, title, subject, publisher and keywords.

FEATURES: Reservation of books, new arrivals data, article request, alerts/notices, seniors project reports, daily a quiz, book of the day, old question papers, online journals access, video lectures access, useful links, live chat, e-books, feedback, JNTUK news, placements & scholarships Information and many More...

+Number of computers for digital library: 20

+Broad band connectivity: 100 MBPS BSNL leased Line.

+Online Journals: SCIENCE DIRECT, SPRINGER, IEEE, DELNET and INFLIBNET.

+User can access online Journals, e-books and GRE, GMAT, TOEFL, GATE, CAT Material.

KNIMBUS mLIBRARY: The platform provides access to subscribed online resources of the institute. Knimbus mLibrary Off-Campus Access and Mobile App provide access to Delnet, N-List, Science Direct (Elsevier), Springer, and IEEE Explore Online resources anywhere, anytime, and on any device.

DIGITAL LIBRARY



LIBRARY RULES AND REGULATIONS

- ☞ Students should carry their identity cards to the library.
- ☞ Students should scan their ID card at the entrance of the library.
- ☞ Books are issued / returned from 9.00 A.M to 5.30 P.M. on all working days.
- ☞ Students should maintain proper dress code.
- ☞ The users are advised not to carry bags, printed material etc. into the library.
- ☞ They are permitted to carry only whitepaper and note book into the library.
- ☞ Library resources are to be borrowed in person
- ☞ Users are advised not to misplace the books, on the rack from their original position.
- ☞ Before borrowing and accepting the books the borrower has to make sure whether the material is in sound condition or not.
- ☞ Textbooks are given on loan to students for a period of 15 days and to staff for one semester.
- ☞ Absence and illness are not acceptable excuses for exemption from paying overdue charges.
- ☞ If the borrowed book is damaged or lost, the students shall be liable to replace the book or pay double the value of the book immediately along with the fine payable.
- ☞ Reference books and current periodicals are not to be issued on loan.
- ☞ Do not open other than educational URLs in Digital Library if so fine will be levied up to Rs. 1,000/-
- ☞ Sleeping/using cell phones/ indulging in discussions /any other activity detrimental to academic pursuits are strictly prohibited.
- ☞ Strict silence is enjoined inside the Library, as it is necessary for quiet study.
- ☞ Please cooperate with Library Staff.

BEST LIBRARY USER AWARD:

To promote maximum and proper utilization of library facilities and services, Central Library gives away Best Library User Award to the students and faculty every academic year who make maximum use of library resources and facilities.

LIBRARY TIMINGS:

Library Working Hours: 08.30 A.M to 06.00 P.M
Book Circulation Timings: 09.00 A.M to 5.30 P.M
Reading Room: 09.00 A.M to 06.00 P.M
Reference Section: 08.30 A.M to 06.00 P.M
Digital Library: 08.30 A.M to 05.30 P.M

DEPARTMENT WISE DOCUMENT COLLECTION

S.No	Branch	Titles	Volumes	Print Journals
1	B.Tech. CIVIL	280	2325	4
2	B.Tech. EEE	570	4480	6
3	B.Tech. ME	380	2740	6
4	B.Tech. ECE	840	6250	6
5	B.Tech. CSE	680	5310	6
6	B.Tech. CSE (AI&ML)	205	1660	4
7	B.Tech. CSE(DS)	120	670	4
8	B.Tech. CSE(IOT)	140	750	4
9	B.Tech. IT	130	820	4
10	H&Bs	320	3845	6
11	M.Tech. PE&D	180	820	2
12	M.Tech. Embedded Systems	165	805	2
13	M.Tech. CSE	160	770	2
14	MBA	280	2290	4
TOTAL		4450	33535	60

N-LIST MEMBERSHIP:

National Library and Information Services Infrastructure for Scholarly Content (N-LIST) is the college component of eShodh Sindhu. It provides access to e-resources to students, researchers and faculty from colleges and other beneficiary institutions through server(s) installed at the INFLIBNET Centre. These resources include 6,150 e-journals and 31, 64,309 e-books.

DELNET MEMBERSHIP:

Delnet maintains an online union catalogue of books available in its member-libraries. This union catalogue is continuously updated and is growing in size. It has **3, 80, 87,354** bibliographic records. The request for Inter-library loan can be placed through the online system.

SCIENCEDIRECT - ELSEVIER:

ScienceDirect is a leading full-text scientific database offering journal articles and book chapters from more than 2,500 peer-reviewed journals and more than 11,000 books. There are currently more than 9.5 million articles/chapters. ScienceDirect has several options to help researchers with their literature research. It is growing at a rate of almost 0.5 million additions per year.



ADITYA

COLLEGE OF ENGINEERING

Approved by AICTE, Permanently Affiliated to
JNTUK & Accredited by NBA & NAAC
Recognized by UGC under Sections 2(f) and
12(B) of UGC Act, 1956

A GUIDE TO LIBRARY



**ADITYA NAGAR, ADB ROAD, SURAMPALEM,
KAKINADA DIST. PIN :533437,
ANDHRAPRADESH, INDIA
Ph: 9963176662, 9492347806
email : library@acoe.edu.in
web:http://www.acoe.edu.in**