



इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय

मैदान गढ़ी, नई दिल्ली - 110068

Indira Gandhi National Open University
Maidan Garhi, New Delhi - 110068



IGNOU - Student Identity Card

Enrolment Number : **2106539050**

RC Code : **07: DELHI 1 (MOHAN ESTATE (SOUTH DELHI))**

Name of the Programme : **CLIS : CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE**

Name : **MITALI SHARMA**

Mother's Name : **BARNALI SHARMA**

Address : **A-636A , SUSHANT LOK -1
GURGAON GURGAON HARYANA**

Pin Code : **122009**

2106539050



Mitali Sharma

Instructions :

1. This card should be produced on demand at the Study Center, Examination Center or any other Establishment of IGNOU to use its facilities.
2. The facilities would be available only relating to the Programme/course for which the student is registered.
3. This ID Card is generated online. Students are advised to take a color print of this ID Card and get it laminated.
4. The student details can be cross checked with the QR Code at www.ignou.ac.in

[Signature]

Registrar
Student Registration Division

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PROGRAMME TITLE: CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE	ENROLMENT NO.: 2106 5390 50
COURSE CODE: BLII - D13	NAME: MITALI SHARMA
COURSE TITLE: INFORMATION SOURCES AND LIBRARY SERVICES	ADDRESS: A-636A, SUSHANT LOK-I, GURGAON - 122009, HARYANA
ASSIGNMENT NO.:	DATE: 23/10/2021
STUDY CENTER CODE: 0707	Mitali Sharma
STUDY CENTER: JAMIA MILIA ISLAMIA UNIVERSITY	MITALI SHARMA

E# 2106539050

1.

i) Name of Parent Organisation:

Council of Scientific and Industrial Research

Name of Library

National Science Library

ii) Type of Library:

Academic

iii) Year of Establishment

1969

iv) Total Collection

251,000 printed collections + 9200 subscribed periodicals

v) Total staff

17 (7 professionals/paraprofessionals + 10 non professional)

vi) Category of staff

- Professionals - Head, Sr. Technical Officer, Technical Officer
- Paraprofessionals - Technical assistants, Technicians, Lab Assistants
- Non-professionals - Trainees, clerks, housekeeping

vii) Total Users

543 members + 50 (daily footfall average) visitors

viii) Types of users

- | | |
|---------------------|-----------------|
| • Research Scholars | • Faculty |
| • PG Students | • Professionals |
| • Institute Member | |

ix) Name of Cataloguing code used

MARC (Machine Readable Cataloguing) Standards

x) Name of Classification Scheme used

Dewey Decimal Classification

2. E-Resources Available

- 1) Web of Science - Information from 10,000 scholarly journals, with access to National Science Citation Index Expanded & Social Science Citation Expanded for bibliometric studies.
- 2) Journal citation Reports - Can find out journals performance metrics including impact factor comprehensive tool to evaluate & compare journals using citation data drawn from over 7500 scholarly/technical journals.
- 3) Essential Science Indicators - resources to analyze trend & performance statistics. Provides access to journal article publication counts & science trends. Provides updated data on most cited scientist rankings.
- 4) Library & Information Science Abstracts - Bibliographic database. Contains indexing & abstracts, covers more than 20 different languages.
- 5) X-refer - Online reference library with millions of cross-reference links connecting text & images/databases etc
- 6) J-Gate - E gateway to global ejournal literature. Seamless access to comprehensive searchable data base of millions of journal articles with link to full text at publisher sites. Provides free access to 4240 open access journals.
- 7) ACS Journal - Archives of all research journals in chemical & related sciences from ACS.
- 8) Emerald Journal Archive
- 9) Springer Journal Archive

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- 10) NKR C - access & browse and download any paper for ~~use~~ use in scholarly research (E-journal consortia)
- 11) ISSN registration.

3) Services Provided

a) General

i) Reference Service

Staff guides users for identification & location of knowledge resources.

ii) Photocopying Service

NSL provides on the spot photocopies of articles from the printed collection

iii) Inter-library loan

NSL issues out its publication to its members as well as users of other libraries in Delhi. It also gets publication on ~~the~~ ILL from other Delhi libraries for its members.

iv) Literature Search Service

NSL offers access to international online & offline databases; provides reference with abstract.

v) OPAC - library's catalogue can be accessed, browsed & queried remotely through the online Public Access catalogue using keyword, author,

Title, publisher & year of publication

vi) Membership - NSL is open to public functioning, and it welcomes individuals/institutions/corporate for becoming members for 30 day borrowing

b) Specialized

i) ISSN - assigning ISSN to your publication

ii) Bibliometric & Scientometric services

- Citation Analysis

- Impact Factor analysis

- Institutional Research output - Productivity of Author

iii) Walk-in user facility - free of charge access to full text - e-journals

iv) CAPS - Contents Abstract & Photocopy service
Subscription based

A.) User Orientation Programme

i) Discussion on Indian Scholarly Journals

Arranged to create awareness on the nature of independent scientific breakthroughs and publications by lesser known publication houses from within India. Also spent time on the difference in structure (Abstract format & indexing) of scientific journals from India versus from abroad. Time also spent in promoting multilingual resources

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i) Science film Screening

Targetted at student user base, screening of multiple science films released in 2019, along with commentary on cross-references in the media.

ii) Book-releases - open access, author promotion platform

iv) Lecture by Dr. Hak-woo Kim

Aimed at introducing new branches of Science & technology

v) Open-day celebration in honour of National Science day. Full-stack display and guided readings.

II 5 Inter Library Loan

→ NSL follows resource sharing network protocol for ILLs.

→ Libraries in Delhi-NCR form a voluntary association to provide an online union catalog of all the items held by all member libraries.

→ On adding a new title to a library's catalog, a copy of the record is added to the union list as well.

→ Request & supply tasks are facilitated by OCLC software.

→ Libraries without access to OCLC's WorldCat can submit ^{via} postal mail / delhi-literary-fay network any manual request.

- The arrangement across the association is reciprocal, and they furnish loans & copies for free (Libraries very interested in sharing).
- The copies are sent via a couriers network and all patrons have access to the union list.

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BLII-013: Information Sources and Library Services

Assignment

Coverage:

Course Code: BLII-013

Course: Document Processing and Organisation

Assignment Code: AST/TMA/Jan.2021-July 2021

Units: 1-6

Total Marks: 50

Note: Answer all questions. All questions carry equal marks.

1) Please visit a library and collect following information about the library and write in the space given below:

i.) Name of the Parent Organisation and Name of the Library_____

ii.) Type of the Library_____

iii.) Year of establishment of the Library_____

iv.) Total Collection of the Library_____

v.) Total Staff in the Library_____

vi.) Category of Staff in the Library

vii.) Total Users of the Library_____

viii.) Category/Type of Users in the Library_____

xi.) Name of the Cataloguing code used in the Library_____

x.) Name of the Classification Scheme used in the Library_____

2.) List of e-resources available in the Library

3) Name of the Services provided by the Library along with their description in detail.

4) Provide the details of the awareness and user orientation programmes organised by the library during last year.

5) Write a note on the Inter Library Loan process followed in the library which you have visited.
