



## About the Library



The Central Library plays a vital role in furthering the academic and research mission of Central University of Orissa and facilitates creation and dissemination of knowledge. The range and quality of services offered by the library are comparable to any modern libraries in India of International standard. Soon after the formal appearance of the Central Library in the year 2009, immediate emphasis was given for a good collection development on

Text Books and Reference Books. Besides holding an excellent print collection of over 23600+ volumes of books, it also provides access to popular magazines, selected journals, theses, reports, e-books, e-journals and online databases in Sciences, Humanities, and Social Sciences. The library made a significant progress during the year 2011-12 by empanelling 16 vendors for supply of Books & Journals to give a boost to the procurement process. Apart from the procurement on print books, the Central Library achieved phenomenal progress by participating in the UGC-Infonet Digital Library Consortium and at present CUO is getting 8500+ e-Journals (full text as well as bibliographical databases) which is available "24 x 7" on the present campus of CUO @ Landiguda.

### Central Library (Overview)

- Year of Establishment - 2009
- Total space available (in sq. feet) - 2500
- Space for reading room facility (in sq. feet) - 800
- Total Print Books - 23600+
  - i. Text Books - 20500
  - ii. General Reference & Others - 3100
- Total number Print Journals subscribed - 87
- Total number e- journals subscribed - 8500+ (**through UGC Infonet DL Consortium**)
- Total No. of Newspapers Subscribed - 16

### Central Library e-Resources

- Total number e - Databases subscribed - 14
- Total number full text databases subscribed - 11
- Total number bibliographical databases subscribed - 03

### Central Library, CUO, Orissa - Vision

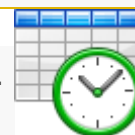
Empowering CUO's research and learning community with enriching collections, innovative services, and state-of-art technologies strengthened by strategic partnerships with national and international library networks.

## Central Library, CUO, Orissa - Mission

Central Library promises to promote the CUO, Orissa's mission as well as to discover, preserve, and disseminate knowledge. It engages with the ongoing technological transformations to deliver world-class physical and digital content and services significant to education, research, publication, and outreach.

## Library Timings

The Library currently kept open on all the working days, except the UNiversity holidays.



Monday to Friday : 09.00- 18.00

### Timings of Circulation Counter:

Monday to Friday : 10.00 – 16:00

## Library Membership

All the bonafide members of the University are entitle for library membership.

## Borrowing Facilities

The entitlement for different categories of members for the number of books on loan and loan period are as follows

Category	Number books	Period
U.G Students	3 books	15 days
P.G Students	4 books	15 days
Research Scholars	6 books	30 days
Faculty/Academic Staff	10 books	30 days
Non-Faculty group-A Staff	5 books	30 days
Group B, & C Staff	03 books	30 days

## Termination of Membership

When a user left the University permanently either academic course completed/ name dropped from University enrolment/ library clearance issued, the name of said user(s) removed from library membership;

If any member is found misusing/ mutilating/ stealing/ cutting pages from book, the primary

disciplinary measure invokes to fridge the user privileges in all respect library use and refer the matter to competent authority. In such cases reinstatement user privileges lies at the discretion of University authority only.

Repeated violation of set rules of library, improper use of facilities by any member will lead to the suspension or termination of his/her membership

## **Library Services**

### **Circulation**

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Only Registered Members can borrow general & text books from Central Library on production of their individual Identity Card issued by the University at the circulation desk. Each book issued to the user(s) must get proper gate pass which they have to surrender at the check-point to the security.

### **Renewal of Books**

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For any renewal the user concerned has to bring the book to the Circulation desk. If a loan book is not on demand, then the user concerned is allowed for renewal maximum two consecutive times (Faculty are free from this restriction). Library reserves the right to recall any book issued to user at any point of time, if need arises.

### **Fine Collection**

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#### **Overdue Fine Collection**

Books taken on loan must either return or renew on or before due date, failing which the user concerned charged with fine of Rs.1/day /book. All overdue fine the user concerned must clear on before the end of ongoing academic session, failing which book loan privilege will be suspended.

### **Lost Book Recovery**

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- If a member loses any document it must be immediately reported to the Librarian in writing.
  - If a document is declared as lost by a borrower, he/she will have the option to replace similar edition of the document having same or latest imprint but not a cheaper edition like paperback, student edition, internet downloaded copy etc., within 2 months from the date of issue.
  - The defaulter will be charged 10 times the cost of the book in the present conversion rate along with Rs. 20 extra as processing fee from the member towards book recovery cost.
  - If the book of a multi volume set is lost or damaged the concerned member shall be liable to replace the whole set or pay 10 times the cost of the volume on the above line.
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- The replacement cost once recovered or replacement copy once accepted cannot be refunded or replacement copy returned under any circumstances even if the original document is recovered.
- The replacement cost of the document acquired free of cost or by any other mode such as gift or exchange, will be fixed by the library.

## Library Clearance Certificate

All the registered members have to clear all kind of pending library dues against his/ her account and produce the prescribed No Dues Certificate at the Circulation Desk for obtaining the Library Clearance Certificate.

## Document Selection

- ❖ Library always follows the best practices in Book Selection Policy i.e. the best book/reading for the largest number at the least cost.
- ❖ Library always tries to select and purchase the most valuable document in the fields of interest to fulfil the requirements of its members.
- ❖ Members are always welcome to suggest titles of documents to be purchased by filling up the Purchase Request Form. The final decision will be taken by the Library Committee.
- ❖ A member who suggests a document would be informed, if the document is acquired and the document will be automatically reserved for him/her, after display for a week.

## Important Guidelines

<b>01</b>	Users requested to check the Accession Number(s) of the book(s) issued by them with the borrower slip/gate pass before leaving the circulation counter, discrepancy found if any should be reported forthwith.
<b>02</b>	Loan books are not transferable and thus should not be lent to others
<b>03</b>	While taking a book on loan, please check the condition of the book. Users are responsible for any damage of loan book(s).
<b>04</b>	Immediately after issue of a book, the user is requested to take book out of the library
<b>05</b>	Do not bring any personal belongings, such as bag, books, xerox copy etc. to library
<b>06</b>	No book shall be returned on the date of loan.
<b>07</b>	While going out of the library, user should ensure that they are not in possession of any unauthorized book with them.

<b>08</b>	Users are responsible for complying to the limitation of copyright act while Xeroxing a library book.
<b>09</b>	All outstanding dues in form of overdue fine or lost book must be cleared within the current semester (maximum 6 months) year failing which membership will be treated as delinquency.

## **FULLTEXT DATABASE**

*{Access through Proxy @ Landiguda Campus of CUO}*

*[Please contact ncsipradhan@gmail.com for any further issues]*

S.N.	Product	URL	Format
1.	Cambridge University Press	<a href="http://journals.cambridge.org/">http://journals.cambridge.org/</a>	Online
2.	Economic & Political Weekly	<a href="http://epw.in/">http://epw.in/</a>	Online
3.	Emerald	<a href="http://www.emeraldinsight.com/">http://www.emeraldinsight.com/</a>	Online
4.	Institute of Physics	<a href="http://iopscience.iop.org/journals">http://iopscience.iop.org/journals</a>	Online
5.	ISID	<a href="http://isid.org.in/">http://isid.org.in/</a>	Online
6.	JCCC	<a href="http://jgateplus.com/search">http://jgateplus.com/search</a>	Online
7.	JSTOR	<a href="http://www.jstor.org/">http://www.jstor.org/</a>	Online
8.	MathSciNet	<a href="http://www.ams.org/mathscinet/">http://www.ams.org/mathscinet/</a>	Online
9.	Oxford University Press	<a href="http://www.oxfordjournals.org/">http://www.oxfordjournals.org/</a>	Online
10.	Project Muse	<a href="http://muse.jhu.edu/journals">http://muse.jhu.edu/journals</a>	Online
11.	ScienceDirect (10 Subject Collection)	<a href="http://www.sciencedirect.com/">http://www.sciencedirect.com/</a>	Online
12.	Springer Link	<a href="http://www.springerlink.com/">http://www.springerlink.com/</a>	Online
13.	Taylor & Francis	<a href="http://www.tandfonline.com/">http://www.tandfonline.com/</a>	Online
14.	Wiley-Blackwell	<a href="http://onlinelibrary.wiley.com/">http://onlinelibrary.wiley.com/</a>	Online

### **ANTI PLAGIARISM SOFTWARE (URKUND from INFLIBNET)**

Urkund: URKUND is a completely automated system against plagiarism. URKUND's system checks all documents against three central source areas: The Internet, published material and previously submitted student material (e.g. Memoranda, case studies and examination works). For checking of plagiarism you may contact Library In-Charge through mail or phone.

## Journals & Magazine (Print)

Sl. No.	Name of the Journal/Magazine	Period	Freq.	Quantity
<b>Anthropology</b>				
1.	Indian Journal of Traditional Knowledge	01/01/2016 – 31/12/2016	Q	01
2.	Studies of Tribes and Tribal	01/01/2016 – 31/12/2016	HY	01
3.	Current Anthropology	01/01/2016 – 31/12/2016	BM	01
4.	Man in India	01/01/2016 – 31/12/2016	Q	01
5.	The Eastern Anthropologist	01/01/2016 – 31/12/2016	Q	01
6.	South Asian Anthropologist	01/01/2016 – 31/12/2016	HY	01
7.	Journal of Social Anthropology	01/01/2016 – 31/12/2016	HY	01
8.	Indian Anthropologists	01/01/2016 – 31/12/2016	HY	01
9.	Journal of Anthropological Research	01/01/2016 – 31/12/2016	Q	01
10.	Nature	01/01/2016 – 31/12/2016	W	01
11.	Science	01/01/2016 – 31/12/2016	W	01
<b>Sociology</b>				
12.	Seminar (India)	01/01/2016 – 31/12/2016	M	01
13.	Social Action (English)	01/01/2016 – 31/12/2016	Q	01
14.	Social Change	01/01/2016 – 31/12/2016	Q	01
15.	JL. of Rural Development	01/01/2016 – 31/12/2016	Q	01
16.	JL. of Social Sciences	01/01/2016 – 31/12/2016	M	01
17.	Contribution to Indian Sociology	01/01/2016 – 31/12/2016	3/Y	01
18.	Sociological Bulletin	01/01/2016 – 31/12/2016	3/Y	01
19.	Feminist Studies	01/01/2016 – 31/12/2016	3/Y	01
<b>J&amp;MC</b>				
20.	Media Watch	01/01/2016 – 31/12/2016	3/Y	01
21.	Bioscope	01/01/2016 – 31/12/2016	HY	01
22.	Journalism and Mass Communication Quarterly	01/01/2016 – 31/12/2016	Q	01
23.	Mass Communicator	01/01/2016 – 31/12/2016	Q	01
24.	Media Asia	01/01/2016 – 31/12/2016	Q	01
<b>English</b>				
25.	Times Literary Supplement	01/01/2016 – 31/12/2016	W	01

26.	Perspectives: Studies in Translatology	01/01/2016 – 31/12/2016	Q	01
27.	Oxford Literary Review	01/01/2016 – 31/12/2016	HY	01
28.	Callaloo	01/01/2016 – 31/12/2016		01
<b>Economics</b>				
29.	Agricultural Economics Research Review	01/01/2016 – 31/12/2016	HY	01
30.	Asian Economic Review	01/01/2016 – 31/12/2016	Q	01
31.	Indian Journal of Labor economics	01/01/2016 – 31/12/2016	Q	01
32.	Indian Journal of Agricultural Economics	01/01/2016 – 31/12/2016	Q	01
33.	The Journal of Social and Economic Development	01/01/2016 – 31/12/2016	HY	01
34.	Journal of Economic Education	01/01/2016 – 31/12/2016	Q	01
<b>Teacher Education</b>				
35.	Prospects (Quarterly Review of Comparative Education)	01/01/2016 – 31/12/2016	Q	01
36.	Journal of Educational Planning and Administration	01/01/2016 – 31/12/2016	Q	01
37.	Edutracks	01/01/2016 – 31/12/2016	M	01
38.	Contemporary Education Dialogue	01/01/2016 – 31/12/2016	HY	01
<b>Mathematics</b>				
39.	Indian JL. of Pure & Applied Mathematics	01/01/2016 – 31/12/2016	BM	01
<b>Biodiversity</b>				
40.	Journal of Environmental Sciences	01/01/2016 – 31/12/2016	M	01
41.	Ecology, Environment and Conservation	01/01/2016 – 31/12/2016	Q	01
42.	Indian Journal of Environmental Protection	01/01/2016 – 31/12/2016	M	01
<b>Statistics</b>				
43.	Calcutta Statistical Association Bulletin	01/01/2016 – 31/12/2016	Q	01
44.	Statistica Sinica	01/01/2016 – 31/12/2016	Q	01
<b>Business Administration</b>				
45.	Harvard Business review	01/01/2016 – 31/12/2016	10/Y	01
46.	Journal of Marketing Research	01/01/2016 – 31/12/2016	BM	01
47.	Management Review	01/01/2016 – 31/12/2016	Q	01
48.	Vikalpa	01/01/2016 – 31/12/2016	Q	01
49.	The Management Accountant	01/01/2016 – 31/12/2016	M	01

50.	South Asia Journal of Management	01/01/2016 – 31/12/2016	Q	01
<b>Hindi</b>				
51.	Kathadesh	01/01/2016 – 31/12/2016	M	01
52.	Tadbhav	01/01/2016 – 31/12/2016	HY	01
53.	Vak	01/01/2016 – 31/12/2016	Q	01
54.	Hans	01/01/2016 – 31/12/2016	M	01
<b>Sanskrit</b>				
55.	Journal of Indian Council of Philosophical Research	01/01/2014 – 31/12/2015	3/Y	01
<b>Miscellaneous</b>				
56.	Swamy News	01/01/2016 – 31/12/2016	M	01
57.	Current Science	01/01/2016 – 31/12/2016	FN	01
58.	Science Reporter	01/01/2016 – 31/12/2016	M	01
59.	SRELS Journal of Information Management	01/01/2016 – 31/12/2016	BM	01
60.	Readers Digest	01/01/2016 – 31/12/2016	M	01
61.	National Geographic Magazine	01/01/2016 – 31/12/2016	M	01
62.	Economic & Political Weekly	01/01/2016 – 31/12/2016	W	01
63.	Better Photography	01/01/2016 – 31/12/2016	M	01
64.	DIGIT	01/01/2016 – 31/12/2016	M	01
65.	Computer Active	01/01/2016 – 31/12/2016	FN-26	01
66.	P C Quest	01/01/2016 – 31/12/2016	M	01
67.	Out Look Traveller	01/01/2016 – 31/12/2016	M	01
68.	India Today (English)	01/01/2016 – 31/12/2016	W	01
69.	Frontline	01/01/2016 – 31/12/2016	FN-26	01
70.	Outlook (English)	01/01/2016 – 31/12/2016	W-51	01
71.	Kurukshetra	01/01/2016 – 31/12/2016	M	01
72.	Yojana	01/01/2016 – 31/12/2016	M	01
73.	Business World	01/01/2016 – 31/12/2016	FN-26	01
74.	Business Today	01/01/2016 – 31/12/2016	FN-26	01
75.	Competition Success Review (Eng.)	01/01/2016 – 31/12/2016	M	01



76.	Civil Service Chronicle	01/01/2016 – 31/12/2016	M	01
77.	Woman's Era	01/01/2016 – 31/12/2016	FN	01
78.	Discover India	01/01/2016 – 31/12/2016	M	01
79.	Open Source for You	01/01/2016 – 31/12/2016	M	01
80.	University News	01/01/2016 – 31/12/2016	W	01
81.	Femina	01/01/2016 – 31/12/2016	28/Y	01
82.	India Today (Hindi)	01/01/2016 – 31/12/2016	W	01
83.	Navneet (Hindi)	01/01/2016 – 31/12/2016	M	01
84.	Sarita (Hindi)	01/01/2016 – 31/12/2016	FN	01
85.	Pratiyogita Kiran (English)	01/01/2016 – 31/12/2016	M	01
86.	Akhand Jyoti (अखण्ड ज्योति)	01/01/2016 – 31/12/2016	M	01
87.	Outlook (Hindi)	01/01/2016 – 31/12/2016	FN	01

## Top News Stories

- 01 Time Magazine
- 02 Rolling Stone
- 03 Newsweek
- 04 NDTV News
- 05 CNN IBN News
- 06 Aajtak News

## CENTRAL UNIVERSITY OF ORISSA LIBRARY: Open Access Resources

### OPEN ACESSE-BOOKS

<a href="#">Directory of Open Access Books</a> , <a href="#">American Libraries (&gt;1,651,000 Books)</a> , <a href="#">Google Books</a> , <a href="#">Canadian Libraries (&gt;318,000 Books)</a> , <a href="#">Project Gutenberg (&gt;33000 Books)</a> , <a href="#">Universal Digital Lib. (Million Books Project)</a> , <a href="#">Community Books (&gt;94,000 Books)</a> , <a href="#">INTECH (E-Book)</a> <a href="#">e-Books (old classics) • Old classics e.g. Relativity by A. Einstein, Origin of Species by Charles Darwin, etc.</a> <a href="#">The online books page • University of Pennsylvania</a> <a href="#">Project Gutenberg free e-books • Project Gutenberg</a>	<a href="#">Open Access Publishing in European Networks - OAPEN (About 1000 titles)</a> , <a href="#">Biodiversity Heritage Library (&gt;46,000 Items)</a> , <a href="#">UC Press E-Books, 1982-2004 (&gt;500 Public Access)</a> , <a href="#">UN University Full-Text Publications</a> , <a href="#">Children's Library (&gt;2800)</a> , <a href="#">DOAB (E-Books)</a> , <a href="#">Free E-Books</a> <a href="#">Free books of NCBI • National Center for Biotechnology Information, USA</a>
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### OPEN ACCESS E-JOURNALS

<a href="#">Journal of Digital Information (JoDI)</a>	<a href="#">Bentham Science Publishers (250 titles)</a>
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<a href="#">Journal of Postgraduate Medicine</a>		<a href="#">Bioline International</a>
<a href="#">MedIND</a>		<a href="#">BioMed Central (STM)</a>
<a href="#">Medknow Publications</a>		<a href="#">HighWire Press</a>
<a href="#">Molecular Diversity Preservation International (MDPI)</a>		<a href="#">Hindawi Publishing Corporation (&gt;200 titles)</a>
<a href="#">Public Library of Science (PLoS)</a>		<a href="#">Indian Academy of Sciences (IAS)</a>
<a href="#">PubMed Central</a>		<a href="#">Indian Journals</a>
<a href="#">DOAJ (E-Journals)</a>		<a href="#">INTECH (E-Journals)</a>
<b>OPEN ACCESS E-THESES AND DISSERTATIONS</b>		
<a href="#">Networked Digital Library of Theses and Dissertations (NDLTD)</a>	<a href="#">CalTech Electronic Theses and Dissertations</a>	<a href="#">etd@IISc: IISc Repository of Theses and Dissertations</a>
<a href="#">Vidyanidhi</a>	<a href="#">Shodhganga-Indian ETDs</a>	
<a href="#">MGU PhD Theses Archive</a>	<a href="#">(INFLIBNET)</a>	
<b>OPEN COURSE WARE</b>		
<a href="#">Academia.edu</a>	<a href="#">Open CourseWare Consortium</a>	<a href="#">The Internet Archive</a>
<a href="#">Academic Earth</a>	<a href="#">Open Learning Initiative at</a>	<a href="#">Tufts Open Courseware</a>
<a href="#">JHSPH Open Courseware</a>	<a href="#">Carnegie Mellon</a>	<a href="#">University of Michigan Open</a>
<a href="#">MIT Open Courseware</a>	<a href="#">OpenLearn (OU)</a>	<a href="#">Courseware</a>
<a href="#">e-PG Pathshala</a>	<a href="#">Students for Free Culture</a>	<a href="#">Utah State University</a>
<a href="#">e-Gyankosh</a>		<a href="#">OpenCourseWare</a>
<b>OTHER DATABASES</b>		
<a href="#">Geography: ICSSR Journal of Abstracts and Reviews</a>	<a href="#">Indian Citation Index (Needs First Time Free Registration)</a>	<a href="#">Molecular Biology Database Collection (2005 update)</a>
<a href="#">Journal of Economic Abstracts</a>	<a href="#">ISID (Institute for Studies in</a>	<a href="#">World Banking Abstracts</a>
<a href="#">Higher Education Abstracts</a>	<a href="#">Industrial Development)</a>	<a href="#">Education Resources Inf. Center (ERIC)</a>
<a href="#">Political Science: ICSSR Journal of Abstracts and Reviews</a>		
<b>OPEN ACCESS INSTITUTIONAL REPOSITORIES (INDIAN UNIVERSITIES)</b>		
<a href="#">Analytical Sciences Digital Library (NISCAIR)</a>	<a href="#">Indian Institute of Horticultural Research (ICAR)</a>	<a href="#">Indira Gandhi Institute of Development Research (IGIDR)</a>
<a href="#">Ashoka Trust for Research in Ecology and the Environment</a>	<a href="#">Indian Institute of Management Kozhikode (IIMK)</a>	<a href="#">Information and Library Network Center (INFLIBNET)</a>
<a href="#">Cochin University of Science &amp; Technology (CUSAT)</a>	<a href="#">Indian Institute of Science, Bangalore (IISc)</a>	<a href="#">Madurai Kamaraj University (MKU)</a>
<a href="#">Cochin University of Science &amp; Technology (CUSAT)</a>	<a href="#">IIT Kanpur (Indian Institute of Technology Kanpur)</a>	<a href="#">Mahatma Gandhi University</a>
<a href="#">Guru Gobind Singh Indraprastha University</a>	<a href="#">Indian Institute of Technology, Delhi (IITD)</a>	<a href="#">Management Development Institute (MDI)</a>
<a href="#">Indian Agricultural Research Institute (IARI)</a>	<a href="#">Indian Statistical Institute, Bangalore Centre (ISI)</a>	<a href="#">National Centre for Catalysis Research (NCCR)</a>
<a href="#">Indian Institute of Technology, Bombay (IITB)</a>	<a href="#">Indira Gandhi Institute of Development Research</a>	<a href="#">NISCAIR Online Periodicals Repository</a>
<a href="#">Indian Institute of Astrophysics</a>	<a href="#">Indira Gandhi National Open University (IGNOU)</a>	<a href="#">Pandit Deendayal Petroleum Univeristy (PDPU)</a>
		<a href="#">Thapar University (TU)</a>
		<a href="#">University of Delhi</a>
		<a href="#">University of Hyderabad</a>
<b>DIRECTORIES OF OPEN ACCESS E- JOURNALS</b>		
<b>OPEN ACCESS JOURNALS</b>	<b>OPEN ACCESS INSTITUTIONAL REPOSITORIES</b>	<b>HARVESTERS</b>
<a href="#">Directory of Open Access Journals (DOAJ)</a>	<a href="#">Directory of Open Access Repositories (OpenDOAR)</a>	<a href="#">BASE - Blefeld Academic Search Engine</a>
<a href="#">Free Medical Journals</a>	<a href="#">Registry of Open Access</a>	<a href="#">Cross Archive Search Service for</a>
<a href="#">Open J-Gate</a>		

<a href="#">Selected Open Access Journals (ICAST)</a> <a href="#">JURN Directory</a>	<a href="#">Repositories (ROAR)</a>	<a href="#">Indian Institutional Repositories (CASSIR)</a> <a href="#">OAster (25 Million Articles, Books, etc)</a> <a href="#">RePEc (Research Papers in Economics)</a> <a href="#">Social Science Research Network</a>
<b>OPEN ACCESS DATA/STATISTICS/BLOGS etc...</b>		
<a href="#">Social Science Data Services (Data for Research)</a> <a href="#">ChemSpider: 25M Compound Data on Web</a>	<a href="#">PLOS BLOGS: Science and Medicine</a> <a href="#">The Language of Bad Physics</a> <a href="#">Personal Genome Project</a> <a href="#">Speakeasy Science</a> <a href="#">Science 3.0: Advancement of Science</a> <a href="#">MIT Subject/Research Guides</a>	

## FAQ's

<b>Q. What are your library hours?</b>
A. Monday to Friday: 09:00 - 18:00 Closed on Saturday, Sundays and Government of India holidays.
<b>Q. Which items can I check out?</b>
A. Only Books ( General, Text Books) are available. 'Reference Materials and Non-book Materials', Reports & Theses' and loose issues of periodicals must be used in the Central Library premises only.
<b>Q. How can I borrow materials?</b>
A. First, verify the availability of a document in the Central Library OPAC search facility available closer to the circulation desk. Second, find the book in the open stacks for yourself. Third, check out the books using your Institute Identity Card at Circulation Desk. Circulation hours is: Monday to Friday: 09:00 - 16:00.
<b>Q. Why do I need to write my name/assign signature on the book card at the time of borrowing?</b>
A. It is to protect you against false issuing of documents against your account (which is a possibility). In this situation the Central Library takes full responsibility to protect your account.
<b>Q. How do I return the materials?</b>
A. Documents may be presented at the Circulation Desk during the circulation hours. Always verify your account to ensure return.
<b>Q. How can I renew a book?</b>
A. Books that have not been requested by another borrower can be renewed at the Circulation Desk. A document can be renewed twice, upon which it needs to be returned back to the Central Library.
<b>Q. How can I keep abreast of the due dates?</b>
A. See the due date slip in the back page of issued books.
<b>Q. How can I borrow an item which is currently checked out to another member?</b>
One needs to 'reserve' the book by filling up the appropriate information available online at the Circulation Desk. Same can be done online by the user him/her self. The book will be issued to you on its return.

<b>Q. Is there any late fee for documents returned after due date?</b>	Overdue charges will be levied after due date @ Re.1/- per day per book. Once a recall notice is served for a book and if the member does not return the book within a week overdue charges @ Rs. 5/- per day will be levied.
<b>Q. How can I get a book not in the open stacks?</b>	The book may be in use by another Central Library member, or it may have been put aside, such as waiting to be shelved/ missing/ lost/ disposed and in bindery. Please ask Central Library staff.
<b>Q. Any photocopying facility available for Central Library documents?</b>	Charged @ Re.0.75 per page single side (black & white) for students and research scholars. Only Central Library documents will be allowed for photocopy, within the permissible pages as per the Copyright rules.
<b>Q. What should I do if lost the issued Books?</b>	Immediately report to the Circulation In-charge, Central Library for loss of Book in prescribed format and replaced a new copy within 7 days.
<b>Q. Where can I find answers which are not here?</b>	Ask the Librarian, Central Library through an e-mail <a href="mailto:ncsipradhan@gmail.com">ncsipradhan@gmail.com</a> or contact in person to: 06852-288207. Answers will be provided as soon as possible.

## Library People

### University Library Committee

1. Prof. Sachidananda Mohanty, Vice Chancellor & Chairperson
2. Registrar : Member (Ex-Officio)
3. Finance Officer: Member (Ex-Officio)
4. Prof. Kishore C. Raut, Dean (Academics): Member
5. Dr. S. K. Palita, Associate Professor & Head, CBCNR: Member
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9. Sh. Prasant Kumar Behera, Assistant Professor and Dept. I/c, CE): Member
10. Dr. R. K. Parhi, Assistant Professor and Dept. I/c, Centre for Education): Member
11. Sh. Bijayananda Pradhan, Assistant Librarian & I/c, Central Library: Member Convener

### Library Staffs

1. **Bijayananda Pradhan, Assistant Librarian & I/c, Central Library**
2. **Rudra Narayan, Junior Professional Assistant**
3. **Mukunda Khilla, Library Attendant**
4. **Ratnapriya Bhoi, Library Trainee**
5. **Nitish Kumar Sabar, Library Trainee**
6. **Abhimanyu Pradhan, Library Trainee**
7. **Saisangeeta Nayak, Library Trainee**

## Contact Us

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