

DR.RIZVI DIGITAL LIBRARY & RESOURCE CENTRE FOR SPECIALLY ABLED

& LOCATION: 5TH FLOOR

UBRARY HOURS
MONDAY TO SATURDAY
7.00AM TO 5.00PM





RULES & REGULATIONS



- > Wearing Identity cards is compulsory.
- ➤ Maintain silence and discipline in the library.
- ➤ Use of mobile phones is strictly prohibited in the library. Mobiles will be confiscated and a fine of Rs.100/- will be charged.
- > Scan your College Identity Cards on the door access control machine installed on the main door, while entering and exiting the library to maintain the digital log of readers.
- Writing on reading tables is prohibited.
- > Library card is not transferable.
- > Writing on or tearing of library books is prohibited and punishable.
- > Students can issue one book for a period of one week
- Reference books and periodicals can be accessed in the library only
- ➤ The Librarian may recall any book from any member at any time and the member shall return the same immediately.

- ➤ Loss of library card or books should be reported to the Librarian. If the original card is misplaced, a replacement card can be obtained for Rs.10/-.
- ➤ A fine of Rs.2/- per day will be charged on late return of books.
- > Refreshments and eatables of any kind is not allowed in the library premises.
- > Smoking, sleeping and talking loudly in the library is strictly prohibited.
- > Do not litter, make use of dustbin.
- > Completion of projects, journals and assignments in groups is prohibited in the library.
- > Students are prohibited from downloading any software on the library computers.
- ➤ Accessing social media sites on the library computers is strictly prohibited.
- > Strict action will be taken against students not adhering to the above rules.

UBRARY SECTIONS



CIRCULATION COUNTER



RACK SECTION



RESOURCE CENTRE FOR SPECIALLY ABLED



READING ROOM



COMPUTER ZONE

LEARNING RESOURCES

Print Resources

Digital Resources

| Particulars | | Numbers |
|---------------------------------|----------------|---------|
| Textbooks Reference books | 30773 20069 | 50842 |
| Journals | | 11 |
| Magazines | | 15 |
| E-Books | | 17 |
| Newspapers | | 12 |



| 6293 + E-Journals |
|-----------------------------------|
| 1,99,500 + E-Books |
| 6,00,000 + E-Books of NDLI |



| Union Catalogue Books | 3,97,51,938 |
|---|-------------|
| Union List of Current Periodicals | 1,10,819 |

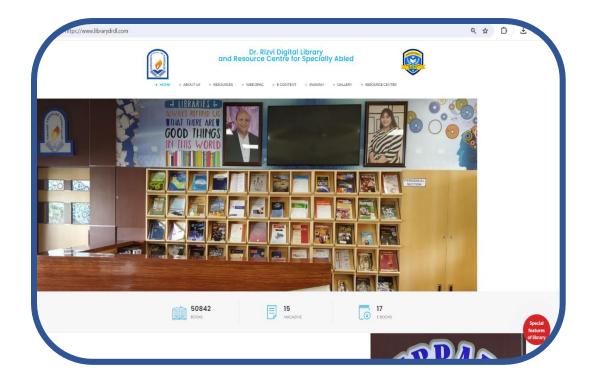
ACCESS TO RESOURCES

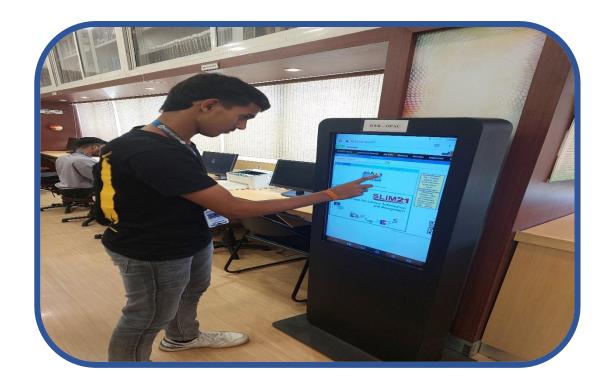
UBRARY WEBSITE

24 X 7 ACCESS

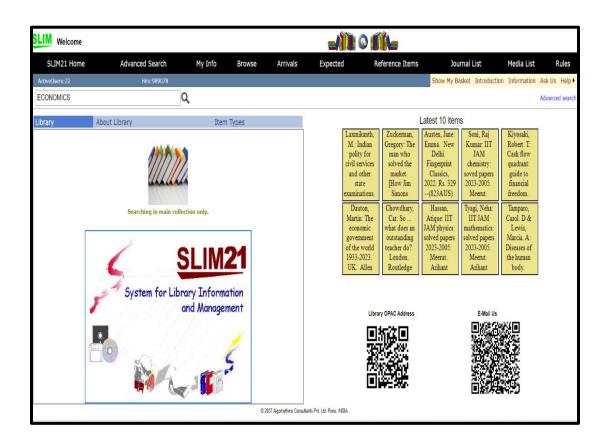
www.librarydrdl.com

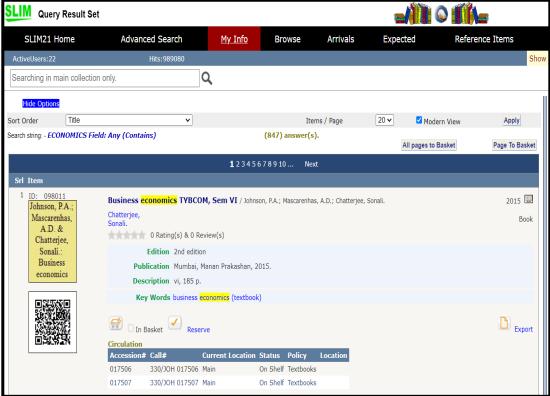
WEB OPAC
SEARCH UBRARY BOOKS





USING WEB OPAC





UBRARY OR CODES FOR EASY ACCESS

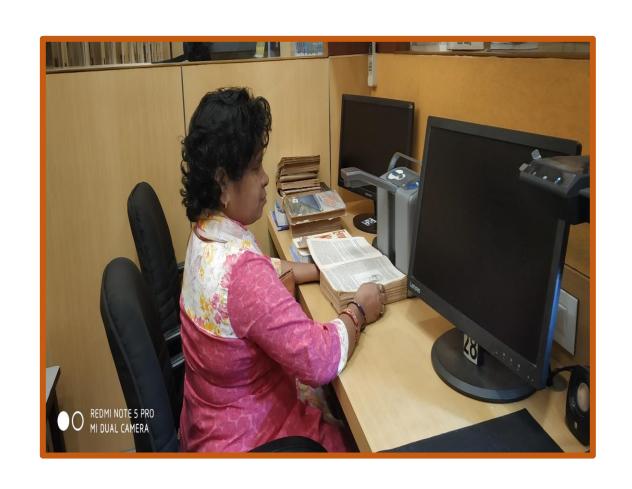


UBRARY SERVICES

- AMERICAN CENTRE LIBRARY MEMBERSHIP https://americanspacesindia.on.worldcat.org/discovery
- BOOK BANK FACILITY
- BORROW BOOKS/ JOURNALS / MAGAZINES
- READ NEWSPAPERS
- COMPUTER ACCESS FOR ACADEMIC WORK
- SCANNED QUESTION PAPER ON LIBRARY WEBSITE
- DIGITAL LIBRARY FOR ACCESS TO E-RESOURCES
- MEMBERSHIP TO EX-STUDENTS & DROP OUT RIZVI STUDENTS
- SEPARATE CELL & SERVICES FOR SPECIALLY ABLED STUDENTS
- USE READING ROOM FOR EDUCATIONAL ACTIVITIES

RESOURCE CENTRE FOR SPECIALLY ABLED

- SEPARATE SPACE FOR THE SPECIALLY ABLED STUDENTS
- OPTELEC CLEAR READER READS OUT TEXT FOR BLIND READERS
- NVDA SCREEN READERS FOR LOW VISION READERS TO USE COMPUTERS



HOW MAY I HELP YOU

CONTACT LIBRARIAN: rizvilibrary@rediffmail.com



O22-26480348, EXT - 119



THANK YOU

A BOOK IS YOUR TRUE FRIEND WHO WILL NEVER LEAVE YOUR SIDE VISIT YOUR LIBRARY TO FIND YOUR FRIEND