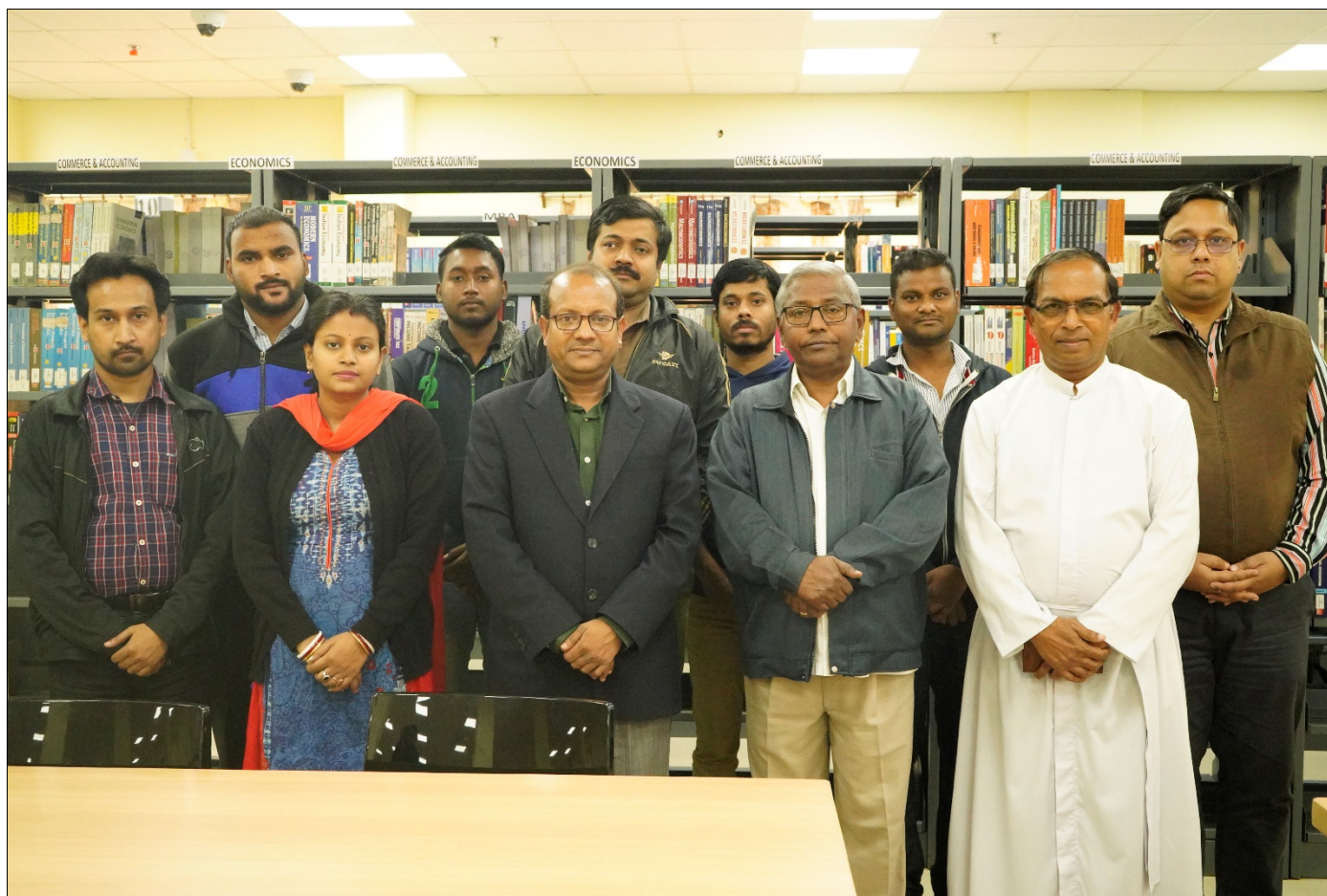# St. Xavier's University, Kolkata

Action Area:IIIB, Newtown, Rajarhat, Kolkata: 700160

<u>Central Library</u>

On 14th November 2018, a new milestone was acclaimed by SXUK. The new library and research centre were inaugurated by the Vice Chancellor along with Pro V.C, Registrar and the Library Director.

Staff Members of SXUK Central Library with Fr. Vice-Chancellor

St. Xavier's University library is an academic library with a basic collection of library materials such as books, periodicals, references, electronic journals and databases to support the instructional programs and educational goals of the university. These programs currently include the following majors:

➢ Commerce & Management (B. Com, B.M.S & M.Com)
➢ Arts and Social Studies (B.A English, B.A Mass Communication, B.A Economics, M.S.W and M.A Mass Communication)
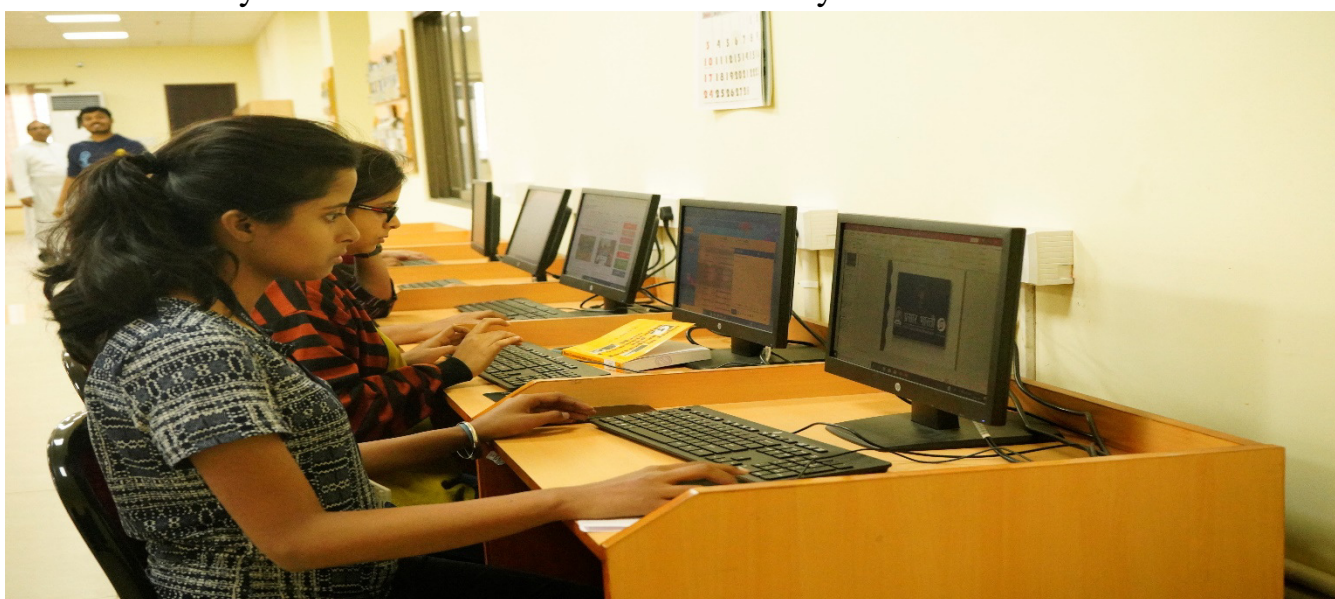➢ M.B.A

The library consists of Two Floors: Ground Floor for the Lending Library & 1st Floor for the Reading Library along with Digital Desk Area Computer. The reading rooms are spacious, airy and well lighted along with study tables and chairs in each room. To understand the need for group studies, the Hall of Fame has been thrown open to the students to pursue studies and discussions in groups.

1st Floor Reading Room of Central Library

The library has the following facilities:
- Internet access
- Latest Technology of CCTV Surveillance
- WIFI as well as access to common productivity software applications
- Wireless internet to facilitate the use of Laptops
- A networked printer in the library
- Photocopier service in the Reading library office
- Multimedia equipment (DVD players and monitors) and multimedia resources
- Computers are installed for E'resource materials
- Periodicals both National & International
- KOHA System with 'DDC 23rd Classification System'

Computer Facility with high Speed Internet at Central Library

Book Lending Section at Central Library

Goal:

- To support the University's academic programs and curriculum
- To facilitate access to its own collections and other forms of information through the use of information technology, library resource sharing networks and improved user services.
- To expand electronic communication capabilities, to enhance library services, and to develop resource sharing arrangements to provide access to materials located in other libraries through national and international networks.
- To provide facilities and services that are efficiently organizes, well equipped and maintained so as to facilitate the productivity of staff and users.
- To educate users about the library services and resources.

The Library is controlled by RFID systems for borrowing of library books as well with self-issuing machines "KIOSK". Exit controls are installed at the entrance/exit of the library.

The SXUK Library is an active participant in the academic development of the university and responds to the needs of the Teaching-Learning process. The library facilitates access to information through the acquisition of materials, the use of information technology, the provision of quality information services and the sharing of resources at local, national and international levels. The library supports St. Xavier's University's overall vision which is to promote strong partnerships with the university's teaching-learning, and research endeavours.

'KIOSK' system facility for the book issue and return

Reference Services:

The library provides reference help to all students, facility, staff and library visitors. Patrons are encouraged to contact the librarian on duty for help in using reference services and sources, particularly the online resource and reference services which includes:

- Assistance to answers with specific questions or provision of resources or methods to obtain information needed.
- Assistance in the use of library information tools and resources including print, audio, audio-visual, and electronic-based resources.
- Assistance with evaluation criteria regarding quality and reliability of information services
- Assistance in the verification and construction of bibliographic citations.
- Directions for locating library materials and services
- Assistance with and/or instruction in the use of related library services (e.g., circulation, document delivery services, reserves).
- Email Reference service
- Referrals to other University or community resources as warranted

Journal Section

Services: SXUK Library is open to all students, faculty and staff. In accordance with the University Library Campus Information Technology Policy, access to the wireless network and on-line resources is limited only to authorized users through a secure authentication system.

Working Hours:

- Monday- Saturday: 9:00 AM – 10:00 PM (Reading Room)
- Monday- Saturday: 9:00 AM – 05:00 PM (Lending Library)
- Sunday- 10:00am to 01:00pm (Reading Room)

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