



## 4.2.1 SUMMARY SHEET

### 4.2.1 Library is automated using Integrated Library Management System (ILMS) and has digitisation facility

*Describe the implementation of the automation of the Library and the digitization facility available and used, in maximum of 500 words:*

Indian institute Foreign Trade, Kolkata library is well equipped with modern facilities and resources (print and electronic) in the forms of books, journals, bound volumes of journals, CDROMs, DVD-ROM, online databases, theses, reports, etc. The library has a core collection of 10000 volumes.

The library has subscribed 'LIBSYS10 on Cloud' to in order to effectively manage the library's resources.

It covers functions in well-built modules, i.e., Acquisition, Cataloguing, Circulation, Serials, Dean & Vendor Portals along with enriched OPAC. New purchase approvals, collection development, material handling, SDI services, bindery management and host of other functions form an integral part of the system.

Even though LIBSYS 10 offers fully automated circulation, manual cards are still maintained as documentation for students and faculty. In addition to routine email reminders to patrons, there are options for instant SMS alerts and emails. Patrons have the option of self-reservation and self-renewal. The barcode system is used to manage the issuance and return of books. Each book and borrower card has a barcode.

Libsys offers to generate a wide range of comprehensive and customized reports, useful for various committees and audits.

In addition to subscribed e-resources, links to important and authentic free, open source and public domain resources are also provided. The library and computer center both have dedicated methods for accessing materials. In the library, students are permitted to use their own laptops and smartphones for academic purposes. There are charging stations available for continuous usage.

#### *Additional requirements:*

<i>File Description</i>	<i>Documents</i>
<i>Upload any additional information</i>	<a href="#">Screenshot.png</a> <a href="#">Library Expenditure.pdf</a> <a href="#">Budget 2017 to 2022.pdf</a> <a href="#">WO Libsys.pdf</a> <a href="#">Audit Report Balance Sheet 17 18.pdf</a> <a href="#">Audit Report Balance Sheet 18 19.pdf</a> <a href="#">Audit Report Balance Sheet 19 20.pdf</a> <a href="#">Audit Report Balance Sheet 20 21.pdf</a> <a href="#">Audit Report Balance Sheet 21 22.pdf</a>



*Paste link for additional information*

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