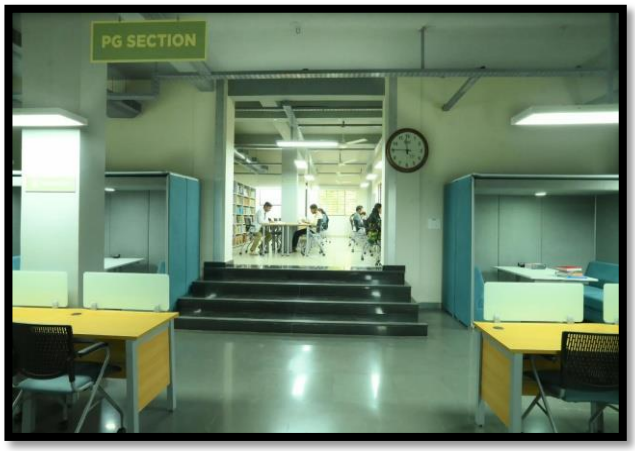
# SDMCAU LIBRARY

## HAND BOOK









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## 1. About Library

The central library is a vital academic resource that supports the teaching, learning, and research needs of students and faculty. It houses a comprehensive collection of 21,693 books including 110 titled rare books and is equipped with centralized air conditioning, ensuring a comfortable environment for study and research. The library features a spacious first-floor reading room and the central library has a total seating capacity of 272, providing adequate accommodation for students. On regular days it operates from 8:30 am to 10:00 pm, on Govt. holiday library is open from 9:00 am to 12:30 pm & during university examination it operates on all Sunday from 9:00 am to 5:00 pm to meet student needs effectively.

The institution also provides a well-established digital library with free access to e-books and internet facilities within the campus. Equipped with 28 computers, it enables seamless access to online academic resources. In addition to its core collection, the library offers a book bank facility for reserved category students and a wide range of resources, including research materials, dissertations, journals, general magazines, and CDs.

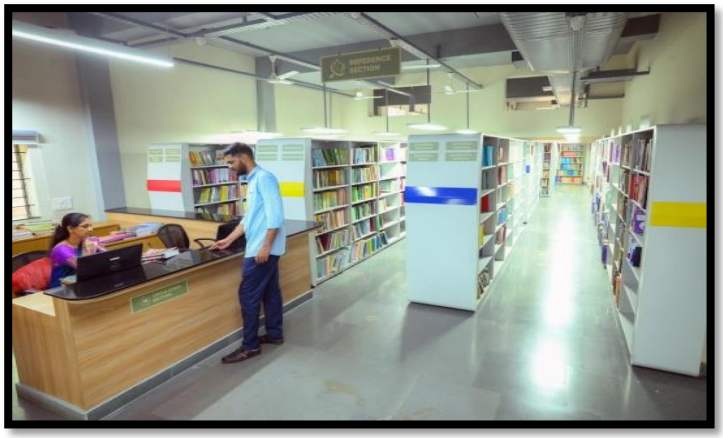
To further support advanced learning and research, the central library provides free access to e-journals, e-books, and databases through the HELINET consortium, including remote access facilities that allow students to utilize academic resources beyond the campus.

### Automation of Library

Library is automated with an in-house developed Educational Enterprise Resource Planning and Management System (EERPMS) integrated software which is an improvised version of ILMS. The functions monitored by the software in the Library Management module are administration, acquisition, Technical, Periodicals entry, catalogue, circulation, budgeting options, Library users attendance, Online Public Access Catalogue (OPAC), Report generation on various functions, stock verification and other related functions.

## 2. Library Sections

### 2.1 Circulation section



The Central Library is enriched with a huge collection of valuable books. To make the functioning of the library easy and effective, the college library is automated using an Integrated Library Management System called EERPMS software

The software consists of various modules for acquisition, cataloguing, circulation, **serials control**, and Online Public Access Catalogue (OPAC), Web OPAC facility is made available in this software to know the bibliographical details about the collection.

Lending /Textbook section, spacious lending section all the lending books are stacked in this section are classified as per the DDC 22 Ed.

Timings of lending section: 8:30 AM –5.00 PM

The lending provision for the students and the staffs are as follows:

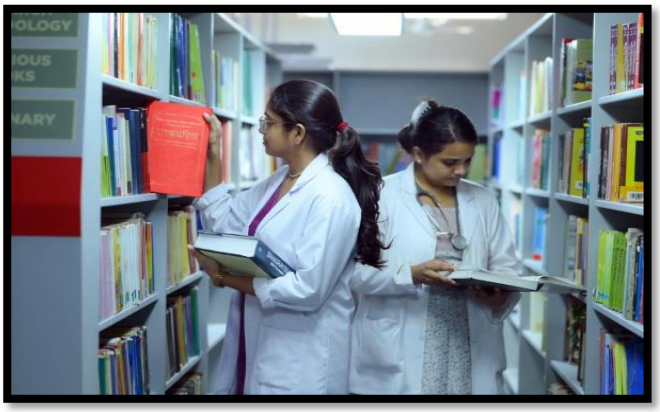
UG: 02 books at a time for 30 days

PG: 02 books at a time for 30 days

Staff: 8 Books at a time for 365 days

## 2.2 Reference section:

The central Library has good reference collections and provides reference service to the members using these reference resources. Members can use the books present in reference section as reference by giving their college/library ID card along with the Accession card of the book to be borrowed. Overnight issue facility provided for members, which allows them to issue the reference books for overnight.



## 2.3 Reading section:

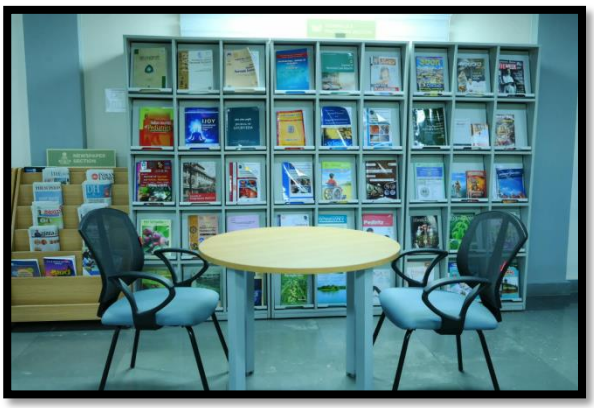
Reading section has total **85** seating capacity and this section is kept open from 8.30am to 10.00pm.





### 2.4 Journals and Periodicals section:

Journals and periodical section is located in Central library. Journals and periodicals are publications released regularly, such as weekly, monthly, or quarterly. They contain articles, research papers, news, and information on specific subjects or general topics.



### 2.5 Digital Library:

The institution also provides a well-established digital library with free access to e-books and internet facilities within the campus. Equipped with 28 computers, it enables seamless access to online academic resources.



### 2.6 Photocopy facility

Photocopy section is one of the important sections in the library for users; here users may take a copy of their much needed information. This facility is available in the entrance of the central library.

### 2.7 Staff reading section

Staff reading section has a total of **21** seating capacity.



### 2.8 E- Resource

Subscription of e-Resources for the Year 2026-27

HELINET E-RESOURCES

**HELINET Consortium E-Resources** are electronic information resources provided through the **Health Sciences Library and Information Network (HELINET) Consortium**, mainly to support medical education, research, and healthcare professionals. They include access to **online medical journals, databases, e-books, and other scholarly resources**, helping users obtain current and reliable health-science literature.

### 3. Inter – Library Loan and Document Delivery Services

Inter-Library Loan (ILL) and Document Delivery Services help users obtain books, articles, and other library resources that are not available in the library's collection. The service facilitates resource sharing among libraries and ensures timely access to scholarly information for study and research.

### 4. Library Title Statistics

Library Statistics

| | |
|---|---|
| Total No of Books in the Library | 21,733 |
| Total No of Books (UG & PG) (UG14648 + PG4108) | 18,756 |
| Total No of Book Bank Books (ST) | 386 |
| Total No of Book Bank Books (SC) | 193 |
| Total No of Research Books | 1,191 |
| Total No of Donated Books | 1,207 |
| Total No of Medical Journals | 18 |
| Total No of General Magazine | 13 |
| Total No of News Papers | 09 |
| Total No of Theses | 1,181 |
| Total No of CD's | 1,047 |
| Total No of Back Volumes | 309 |
| Total No. of books in Departmental- Library | 1,801 |

### 4.1 Journals Subscribed by Central Library

| | | | |
|---|---|---|---|
| 1 | Journal of Ayurveda | 2 | Journal of Research in Ayurvedic Sciences |
| 3 | Journal of Indian Medical Heritage | 4 | International Journal of Yoga |
| 5 | Aryavaidyan | 6 | Sangyaharanshodh |
| 7 | Journal of Ayurveda and Holistic Medicine | 8 | International Journal of Research in psychiatry |
| 9 | Indian Journal of Pediatrics | 10 | International Journal of Ayurveda Research |
| 11 | Journal of Obstetrics and Gyneacology research | 12 | Journal of Ayurveda and Integrated Medical Science |
| 13 | Journal of Postgraduate Medicine | 14 | Journal on Rachana Sharir and Kriya Sharir |
| 15 | Indian Journal of Clinical Experimental and Dermatology | 16 | Journal of Ayurveda Case Reports |
| 17 | International Journal of Forensic Medicine and Toxicological Sciences | 18 | Journal of Drug Research in Ayurvedic Sciences |

### 4.2 Magazines Subscribed by Central Library

| | | | |
|---|---|---|---|
| 1 | The week | 2 | Sportstar |
| 2 | Sudha | 4 | Taranga |
| 5 | Manjuvani | 6 | Niranthara Pragathi |
| 7 | Tatvavada | 8 | Sugunamala |
| 9 | Ayurveda Visheshajna | 10 | Tell me Why |
| 11 | Sambhashana Sandesha | 12 | Heritage Amruth |

### 4.3 News Paper Subscribed by Central Library

| | **Kannada** | | **English** |
|---|---|---|---|
| 1. | Udayavani | 1. | Times of India |
| 2. | Vijayavani | 2. | Indian Express |
| 3. | Vijaya Karnataka | 3. | The Hindu |
| 4. | Prajavani | 4. | Deccan Herald |
| 5. | Hosa Diganta | | |

### 5. Salient Features of Central Library

- Good ambience reading rooms
- **300** Seating capacity
- Centralized AC
- Subscription of e resource (Helinet-consortium)
- Book Bank facility for SC/ST students
- Remote access to E-resources
- OPAC - Online Public Access Catalogue
- Library with Faculty Study Corner
- Photocopy and print facility
- Digital Library Facility
- Books for Competitive Exams.

OPAC QR CODE

## 6. Best Practices of Central Library

- Plagiarism checks through Drill bit software
- Frequent library orientation to the users
- In-Out Management system for tracking the usage of the library.
- CCTV surveillance in the entire library
- Property counter with surveillance
- Clean drinking water
- Organizing several activities to promote the library usage.
- Best Library User award is given to students annually to encourage the library user.
- Extended hour library service on holidays and
- Excellent collection of Rare Books

## 7. Service and Facilities

- Circulation
- Open Access for all Students, Faculty and Staff
- OPAC Facility
- Reference Services
- Newspaper Clippings
- Inter Library Loan
- Previous Year Question paper
- E-Resources
- Photography & Document Printing Facility
- Book Bank Facility for SC/ST Students

## 8. Guidelines for the members of central library

**Do's:**

- ✓ Identity Cards are mandatory to enter the library.
- ✓ Entry of the ID card in the Attendance Counter for your Usage Report.
- ✓ Deposit your personal belongings in property counter.
- ✓ Maintain absolute silence and decorum inside the library.
- ✓ Use the OPAC QR code for locating the books.
- ✓ Contact Library staff, if you can't find the books.

**Don'ts:**

- Talking /whispering /discussions inside the library are strictly prohibited.
- Do not damage or mutilate the books in any manner.
- Do not write anything in a book. Remember, it is not your personal property.
- Do not misplace books; intentionally or otherwise. A misplaced book is as good as lost.
- If you notice somebody intentionally misplacing/ hiding or damaging a book, inform the library staff immediately.
- Eatables are strictly prohibited inside library.
- Stealing books or pages from a book is a serious offence and will attract severe punishment.

## 9. Activities Conducted by the Central Library – Academic Year 2025-2026

### 9.1 Library Orientation

Library orientation is an introductory session that familiarizes students with the library, its resources, services, and facilities. It helps students learn how to locate books, use digital resources, and make effective use of the library for their academic studies.



### 9.2 Best Library User Award

The Best Library User Award is presented to a student who demonstrates outstanding interest in reading, regular use of library resources, and responsible library habits. This award recognizes their dedication to learning, knowledge enrichment, and making the best use of the library.



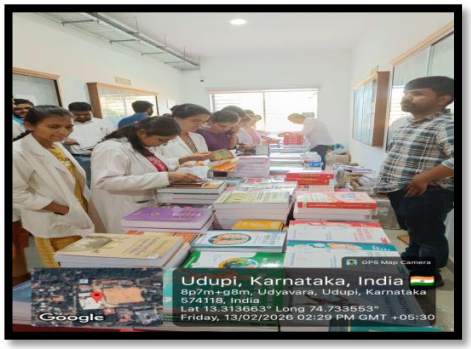




### 9.3 Book Exhibition

A book exhibition is an event where different kinds of books are displayed for people to explore and buy. It helps students and readers discover new books and develop a love for reading.



**10. Library Staff Details**

| Name | Designation |
|---|---|
| Dheeraj | Librarian |
| Lava Nayak | Assit. Librarian |
| Pramod Kumar | Assit. Librarian |
| Jayashri | Library Attender |
| Naveen Kumar | Library Attender |

**11. Contact Us:**

Librarian

SDM College of Ayurveda, Hospital and Research Centre

Kuthpady Udupi.

Email id: sdmcaulibrary@sdmayurvedacollegeudupi.in

sdmcaulibraryudupi@gmail.com