

## **Add on Course**

### **Effective Use of Digital Library**

#### Content of File

##### 1. Details of Course

- (1) Name of course : **Effective Use Of Digital Library**
- (2) Objective of Course: **To develop Research Aptitude in student**
- (3) Period of the Course: **23 May to 16 June 2016**
- (4) No of Batches: **3**
- (5) Duration : **4 days/Batch**
- (6) No of students Completing the course: **18 (UG) + 20 (PG) = Total 38**

##### 2. Details of Lecture series for Course

- (1) Design of course: Mrs Sonali Munj (Library Incharge) & Mrs. Kirti Bhave(Asst. librarian)
- (2) Presentation of Information and hands on Tranning: By Mrs. Kirti Bhave
  - (a) Library cataloguing
  - (b) Library classification
  - (c) Information Sources
  - (d) E-journals
  - (e) Style manuals
  - (f) Search engines
  - (g) Databases
  - (h) Databases search techniques
  - (i) Example of some major literature resources
- (3) Hands On training for Software: By Ms. Ruchi Singh
  - (a) Mendley
  - (b) End Note
- (4) Talk on “How to select journal and how to publish the article” :  
By Dr. Gaurav doshi