LIBRARY AUTOMATION

Our Library services are fully automated with the Manakula Vinayagar Library Management suite. All in house activities like circulation, cataloguing, serial control, OPAC etc. are being done with the use of software. Barcode reader and software helps to make entire house keeping activities very fast and accurate.

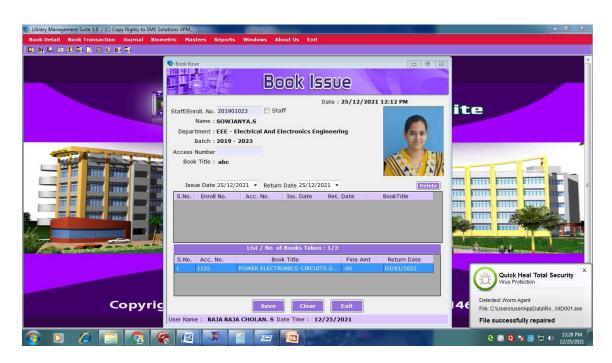
The various reports generated by library automation software's are

- Library Book details
 - Book details
 - Library Book details by accession No
 - o Book details by title subject wise
 - Book details title wise
 - Library book rack Numbers
- Department block details
 - o Books by accession No
 - o Books by subject wise
 - o Books by title wise
- Onhand book details
 - o Onhand book by accession no
 - Onhand book by subjectwise
 - o Onhand book by titlewise
 - o Onhand book by subjectwise accession No
- Library Title wise Quantity
- Library Book issue in day wise, week wise, semester wise

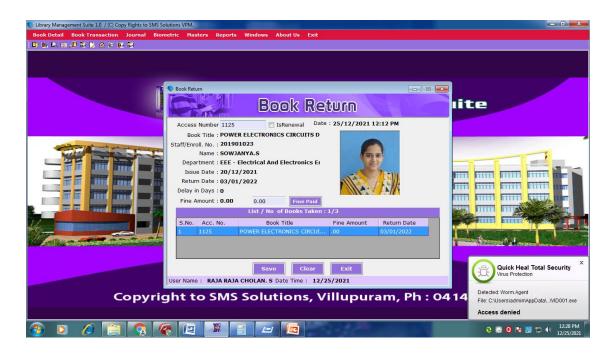
LIBRARY MANAGEMENT SUITE



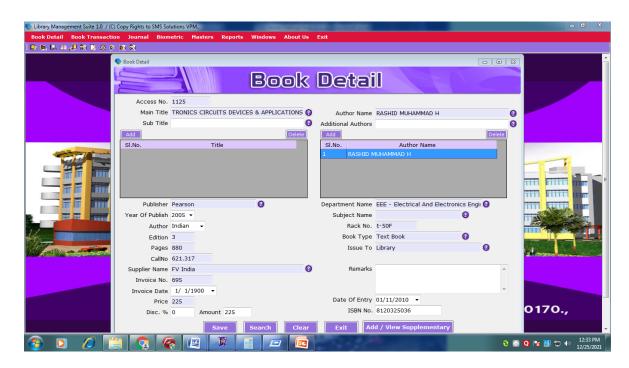
BOOK ISSUE PROCESS



BOOK RETURN PROCESS



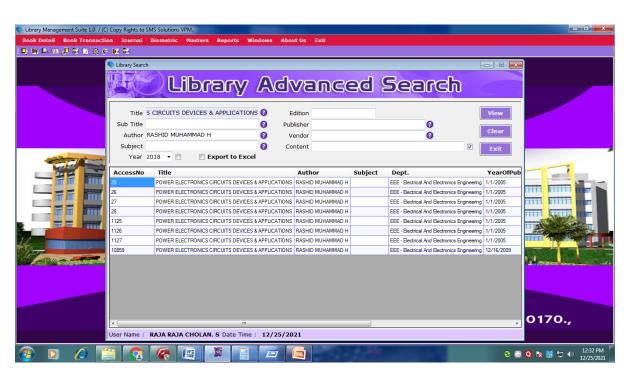
BOOK DETAILS



FIND A BOOK OPTION



BOOK SEARCHING OPTIONS



LIBRARY REPORTS



VARIOUS REPORTS TAKEN FROM THE LIBRARY MANAGEMENT SUITE



STOCK VERIFICATION

Physical verification of the library stocks has carried out to identify the losses, identifying misplaced documents, identifying documents that need repair, etc. At the end of each academic year this process is followed up by the library committee.

BOOK PURCHASE PROCEDURE

- Getting list from HOD based on Staff recommendation at the end of each semester.
- Collecting quotations from various publishers.
- Preparing comparative statements for based on the quotations
- Library committee review and submitted to Principal
- Approval process from principal
- Books purchase