



Guide to the Library



Indira Gandhi Memorial Library
University of Hyderabad, Hyderabad 500046
<http://igmlnet.uohyd.ernet.in:8000>

WELCOME TO INDIRA GANDHI MEMORIAL LIBRARY

Know Your Library

“The library is the heart of all university’s work directly so as regards its research work and indirectly as regards its educational work which derives its life from research work. Scientific research needs a library as well as its laboratory, while for humanistic research the library is both library and laboratory in one.”

- **(Dr. Sarvepalli Rdhakrishnan, 1948)**

The library building was inaugurated by his excellency Dr. Shankar Dayal Sharma the then vice president of India, on 21-10-1988 and named after late Prime Minister Mrs. Indira Gandhi. Since its inception, the library has taken visible measures in making use of the developments of ICT advancements. The library is the first university library to computerize all its in house operations and to subscribe to electronic journals and databases in India. It is also the first university library to install 100 KW Solar power systems.

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Library Working Hours

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Monday to Saturday	8.00 AM - 12.00 PM
During Examinations	8.00 AM – 2.00 AM
Sundays & Other Holidays	9.00 AM - 5:30 PM
Summer & Winter Vacations	Library follows separate timings which will be displayed on the notice board from time to time.
Library will remain closed on 5 National holidays	26th January, 15th August, 2nd October, Dussehara and Diwali
Circulation Counter Issues: 9.00 AM - 5.30 PM Returns & Renewals: 9.00 AM - 5.00 PM No-Dues Verification & Certification	Library Photocopy Unit Monday to Saturday: 10 AM to 8 PM Sunday & Public Holidays: 10 AM to 5 PM

***Library Entry and Services are restricted to only authorized members holding valid university ID.
Other scholars/visitors need to take permission from the Library***

Library Membership

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Library membership is open to Faculty, Visiting/Guest/Temporary Faculty, Students, Research Scholars, PDFs, Non-teaching Staff and Retired-Staff members of the University. They have to fill the respective membership form and submit in the circulation counter.

Retired faculty members are also admitted as special members only for the purpose of reference. However, these members can borrow one book from the library against a non-refundable security deposit of Rs. 500/- and such members will be issued one library ticket for the purpose.

PDF Scholars:

- PDF Scholars can borrow 6 books from the library against a security deposit of Rs. 5000/- (Sciences) and Rs.3000/- (Other schools)
- Books can be borrowed only against the multipurpose university ID card. The Member should present his/her library card for borrowing books failing which the library staff can refuse to issue books to him/her.
- PDF Scholars can claim for the refund of deposit at the time of leaving the university after obtaining No-Dues Certificate from the Library. (Download Application Form for claiming the refund of deposit)

Visiting/Guest/Temporary Faculty (Appointed directly by Schools/Departments/Centers):

- Should enclose the letter of appointment along with application for library membership duly recommended by the appointing authority.
- In case of extension they have to submit fresh appointment /extension letter to get the borrowing period extended
- Entitled to borrow 3 books for a period of one month.
- Should submit the undertaking that he/she authorized the concerned Dean/Head/Director to withhold the last month's salary till library dues are cleared and collect no-dues certificate from the library (Download Undertaking Form)
- Should submit 2 Photos (1 stamp size for Id Card and 1 passport size with membership application)
- They should personally borrow books at circulation counter.
- Transfer of books is not permissible

Visitors (Research Purpose):

- Faculty and research scholars of other government colleges/universities/organizations are also permitted to refer library resources on special request, with the written permission of librarian (except using PCs, Internet and subscribed electronic resources) for shorter periods.
- Such scholars are advised to present their Institutional ID card and recommendation letter from concerned head of the department or guide.
- Such scholars have to present their Institutional ID card and library permission to the security or staff on demand.

Institutional Membership:

Corporate/Industrial and Research Organizations can become Institutional member by paying the following fees –

- Institutional Membership fee is Rs.7500/- per year and Rs.750/ for one person. The fees for each additional member is Rs.750/- per year.
- Payment should be made through a bank draft, drawn in favor of "The Finance Officer", University of Hyderabad, payable at Hyderabad.
- ID cards will be issued to the members of the above organizations. Visiting members should present ID card issued by the library along with Photo-Id Card issued by their organization for security / verification purposes.
- Such members should report the loss of Institutional ID card issued by the IGM library immediately, if any to the Documentation Officer to avoid misuse.
- Institutional members are permitted to refer library print resources and avail photocopy facilities. They cannot use PCs, Internet and subscribed electronic resources in the library.

Retired Faculty

- Retired faculty members are also admitted as special members for the purpose of reference and also can borrow 4 (Four) books from the library against a security deposit of Rs. 4000/-(Refundable).
- Retired faculty members will be issued a library card for borrowing books from the library.
- For the purpose of issuing a library card, they need to submit their application along with pension/retirement order, 1 passport size photo and 1 stamp size photo.
- Membership for borrowing books from the library shall be valid for 1 year, which is renewable every year if required to borrow the books.
- The loan period is only ONE MONTH which is renewable 3 times online, by the due date.
- Retired faculty can claim for the refund of deposit with original receipt, if they do not further require any borrowing facility from the Library.
- The other terms and conditions are same to retired faculty
- Application Form and Refund claim forms can be downloaded from library website.

Project Books:

- Project Coordinator should personally borrow the books purchased under their projects.
- At the end of the project, books have to be returned to the library.
- The borrowed project books cannot be transferred to another faculty or any project associate.
- In case the Project coordinator needs to take **No-Dues Certificate** , the project books should be first returned to the library and again should be borrowed by the next in-charge

Circulation of Books and Borrowing Facility

[Index](#)

Reference books, serial publications, reserve books, thesis & dissertations, CD/DVD, loose issues and bound volumes of periodicals can't be issued.

- Faculty, students and staff can enroll for library membership by filling the corresponding membership form and submit the same along with photocopies of the university ID card / appointment order to the circulation counter (download membership form).
- The privilege of borrowing books from the library is restricted to university community only
- Books can be borrowed against the multipurpose ID card only. The member should present his/her ID card for borrowing books, failing which books can't be issued.

- Project coordinator, should personally borrow books purchased under projects.
- Member should not borrow defective / damaged books. If a book is found damaged while returning, the member will be held responsible and charged as per the library rules.

Membership Categories, Number of Books to be Borrowed and the Loan Period

Category	Number of Books	Loan Period	Please Note
All regular teaching staff	15	One Semester	<ol style="list-style-type: none"> 1. Rs. 1.00 per day per volume will be collected for returning the books after the due date 2. The loan period may be shortened by the librarian if the books are on special demand. 3. Books barrowed may be renewed after the due date if no other reader has reserved the same. 4. A member can reserve a book which is on loan, by filling a prescribed form available at circulation section. 5. The Librarian reserves the right to recall any book from any member at any time. 6. Transfer of books is not permissible 7. Loss of book by the borrower should be reported to the Circulation immediately to avoid fine. 8. Whenever a member leaves/retires or even before proceeding on a long leave he/she has to obtain a "No Dues from the library
Visiting/Guest/Temporary Faculty (appointed by Schools, Departments or Centres)	3	1 month	
Research Scholars (Ph.D.& M. Phil)	6	14 days	
Post-Doctoral Fellows (PDF)	6	14 days	
Post-Graduate students	5	14 days	
Integrated students can borrow books from general collection and Integrated collection	5	14 days	
M. Tech. Integrated (MT/PD)	5	14 days	
Study in India Program (SIP)	5	14 days	
Non-teaching Officers	5	14 days	
Non-teaching Staff (below the cadre of AR or equivalent)	3	14 days	
Retired Faculty	4	1 month	

No Dues:

- Whenever a member leaves/retires or even before proceeding on a long leave he/she has to obtain a "No Dues Certificate" from the library.
- All members should return the books borrowed by them from the library or after paying dues outstanding against them, if any and obtain a 'No Due ' certificate from the library.
- Faculty and Research Scholars should also submit the declaration in prescribed (Pink) form that they do not have project books with them. The form can be obtained from the Circulation Counter

Loss of Books:

1. Loss of book by the borrower should be reported to the Circulation immediately to avoid fine.
2. Further, the borrower shall either replace the book within 15 days or pay 3 times the cost of the book, if the book is in print, or 4 times the cost of the book, if it is out-of-print.
3. If the book of a multi volume set is damaged or lost, the library member shall be liable to replace the whole set or pay 4 times the cost of the same.

Library Services



Online Public Access Catalogue (OPAC):

- This is the index or key to the resources of the library.
- Web OPAC terminals are placed in library reading halls on the ground floors of both left and right wings. Additionally Web OPAC can be accessed by pasting the link <http://igmlnet.uohyd.ernet.in:8080> on web browser.
- Advanced OPAC '*Chamo*' can be accessed from anywhere by clicking the OPAC link given on the library website <http://igmlnet.uohyd.ernet.in:8000>.

Internet Services:

24 work stations are available at the entrance lobby for Internet browsing with Wi-Fi net facility. A separate Laptop Zone is also provided in the lobby for the same purpose.

5 computer workstations are installed in the lobby before the right wing ground floor reading hall with special software **JAWS/Kruzwel** for visually challenged students. **Braille printer** facilities are available at the **Scanning Section** located in the ground floor left side corridor.

- Internet facility is available only for the regular members of university library only.
- Corporate members and other visiting scholars cannot access internet and e-resources.
- Users are advised to avail this facility only to support their academic and research activities.
- Users should not use USB devices / pen drives for data transfer to avoid virus. Such file/data transfer can be done as e-mail attachments.
- Please keep your Internet ID / Password confidential and logout of your internet account after using net in library or anywhere on campus.
- Users should not misuse the internet facility. Librarian reserves the right to stop extending this facility to a user found misusing, apart from initiating action as per the university rules.

Document Delivery Service (DDS):

UGC INFLIBNET has selected this library as one of the 26 Document Delivery Centers for J-Gate@UGC Infonet program. Under this program photocopies of journal articles will be sent to the faculty and research scholars of other universities and also to the internal users at free of cost on request.

Anti-Plagiarism Software

Library handles plagiarism verification of Ph.D. theses, M.Phil dissertations and M.Tech project reports through Turnitin Anti-plagiarism software. The students/research scholars need to submit the application form endorsed by the respective Supervisors/Heads. The necessary guidance to research scholars/students in this regard are provided on library website.

User Education and Information Literacy Programs:

In the beginning of every academic year, the library conducts orientation programs to new students to gain familiarity with library collection, services, rules, searching Web OPAC, navigating library portal, accessing e-resources and retrieving information or documents from the databases.

The library also conducts literacy programs on **Research methodology** for all social science students and scholars.

Photocopy Services:

A private photocopy unit is available in the ground floor at the left side corridor of the library to cater to the photocopy needs of the library user community.

As per IPR regulations only few pages can be photocopied. The charges are 0.50 paisa for page.

Organization of Library Collection

A green oval button with the word "Index" written in blue text.

The library collection consists of -

- Monographs, Text Books, Reference Books
- Print Journals (Current Issues and Back Volumes)
- Electronic Journals, Databases
- Theses, Dissertations, M.Tech Project Reports, Braille Books, CD and DVDs

The library collection is being arranged in 9 floors of the library as shown in the picture.

The books are arranged in the shelves from 000.00 to 999.99 as per Dewey decimal classification from top to bottom towards right. The numbers for the first ten basic subjects are –

1. **000 --- 099** **Generalia & Computer Science**
2. **100 --- 199** **Philosophy**
3. **200 --- 299** **Religion**
4. **300 --- 399** **Social Sciences**
5. **400 --- 499** **Languages**
6. **500 --- 599** **Natural Sciences**
7. **600 --- 699** **Applied Sciences (Technology)**
8. **700 --- 799** **Arts**
9. **800 --- 899** **Literature**
10. **900 --- 999** **History**

The basic numbers for the subjects that are offered by the university are –

Social Sciences		Natural Sciences	
301 --- 309	Sociology	500 --- 509	Sciences
310 --- 319	Statistics	510 --- 519	Mathematics
320 --- 329	Political Science	520 --- 529	Astronomy
330 --- 339	Economics	530 --- 539	Physics
340 --- 349	Law	540 --- 549	Chemistry
350 --- 359	Public Administration	550 --- 559	Earth Sciences
360 --- 369	Social Pathology	560 --- 569	No Subject
370 --- 379	Education	570 --- 579	Biology
380 --- 389	Commerce	580 --- 589	Plant Sciences
390 --- 399	Folklore	590 --- 599	Animal Sciences
400 --- 499	Languages	600 --- 699	Applied Sciences (Technology)

Technology

610 --- 619	Medicine
620 --- 629	Engineering
650 --- 659	Management
660 --- 669	Chemical Technology



These numbers with their further expansions as per the subject content of the book are written on the spine label of the book that can be read easily. This is referred as CLASS NUMBER. The lower one is the author's number (book number) which separates the book from other authors on the same subject. The class number and the book number together termed as CALL NUMBER, the most important number to arrange the books on the shelves and to locate the books. Sometimes more than 2 numbers are written on the spine label –

- Collection Number refers – Special Collections like Reference, Theses, language code etc
- Volume/Copy Numbers represent multivolume sets or multiple copies of a book.

Collection No.
Class No.
Author No.
Volume / Copy

Print Journals

Print journals are arranged alphabetically as per the subject in the first floor of the left wing in pigeon-hole racks.

The back volumes (issues) of journals are arranged alphabetically and chronologically.

- Sciences, serial publications, census, maps etc. are arranged in the compact shelving system in the three floors of the rear wing.
- The back issues of journals of social sciences, humanities, management, arts, Hindi, Telugu and Urdu are arranged in the second floor of the left wing.

Shelf guides are affixed to the racks for easy location of the back volume.

Electronic (Online) Resources

Journals, monographs, statistical data, abstracts, images etc., are now available in electronic format i.e. disk or online. The library has been subscribing to e-resources since the year 1998 apart from licensing to online journals / web editions to print journals and full text journals databases since the year 2001.

The university is getting access to full text, abstracting databases and also the other portal services from UGC Infonet Digital Library Consortium at free of cost. Some databases are subscribed from INDEST consortium. Further the library is providing access to back volumes of journals from 15 scholarly publishers from the first volume on perpetual access. At present, the library is subscribing to 45 journal databases covering almost 30,000 e'journals. The library is also providing access to around 5000 e'books. Currently the library is getting e-resources from 47 publishers that consist of-

- Full Text Journal databases (27)
- E-Books, Book Series/Monographs and Reference Sets (10)
- Search (Bibliographic) and Citation Databases (8)
- Art Collections, Statistical and Other Databases (4)
- Online Document Delivery Portal (J-Gate@UGC-INFONET) Service (1)
- Print + Online (Online only) Journals (Current Subscriptions)
- Back volumes collections of journals and monographs (15)
- Anti-plagiarism Software (Turnitin)

In addition the library is providing links to various open source journals. All these e'resources can be accessed through IP addresses by clicking the link **e'resources** on the web site. The authorized users can directly access the e-resources freely with in campus complying with the following [fair use terms and conditions](#).

- *Online (Secured Internet) access to subscribed resources is available on Campus IPs and restricted only to regular university members.*
- *Institutional members and visitors shall not access subscribed e-resources.*
- *E-resources can be used only for academic purpose but not for commercial use. Supplying an article to someone outside by mail is not allowed.*
- *Systematic downloading, retention and printing are prohibited. Entire issue of a journal cannot be downloaded or several copies of the same article are printed.*
- *A researcher can post a pre-print of an article written by him/her on the public or personal websites, but not the published PDF.*
- *However a researcher can use the content with due citation to the source of information.*
- *Internet ID / Password given to members of university should be kept confidential*
- *They should logout of internet account after using net in library or anywhere on campus.*
- *Users should not misuse the internet facility.*
- *Librarian reserves the right to stop extending this facility to a user found misusing, apart from initiating action as per the university rules.*

NBHM Regional Library:

National Board of Higher Mathematics has recognized this library as one of the regional centre and giving sufficient grants to subscribe to 44 print journals in mathematics and statistics. Faculty members, research scholars and students from other universities/colleges in the region can use the library facility for their research or reference.

SC/ST Collection:

A large number of books were purchased from the grant of Social Welfare Department of A.P. and kept exclusively for the use by the SC/ST students. They can borrow these books for their study and research.

Braille Book Collection:

Around 2,500 books were purchased for the use of visually challenged students. Braille Printing Service are provided in the scanning room.

Gratis Books Guidelines

The Indira Gandhi Memorial Library, University of Hyderabad, is happy to invite and accept print, audio, video, and microfilm material as donations and gifts from individuals and organisations, however, subject to the following guidelines

- The IGML maintains a rigorous protocol to evaluate, accept, and procure the resources offered.
- The donated resources should be in good physical condition, with their price and year of publication clearly visible.
- The donated resources should be complementary to the teaching and research activities at the University.
- Rare and archival material will be accepted, on the recommendations of the concerned academic unit, even if it is in a regional/foreign language, and publication details are unavailable.
- Resources that are already available in IGML may be accepted if there is a need for multiple copies.
- Textbooks, political pamphlets, competitive examination material, and resources unrelated to teaching and research at the University of Hyderabad will not be considered as donations.
- The individuals and organisations proposing to donate the resources should first submit a detailed list with information such as title, author, genre, language, subject, year of publication, price, form (print, audio, video, microfilm and others), and physical condition of the material, to the Librarian.
- The Librarian will forward the list to the respective/related academic unit for advice on acceptance or rejection of the resources offered.
- The IGML will verify the physical condition of the resources recommended by the academic unit(s).
- The donors are responsible for delivering the donations to the Library and taking rejected books back within the specified time. If the donor does not take the rejected books back, the IGML has every right to dispose of them.
- Accepted books will be integrated into the regular library collections with a new accession number series available to all library patrons
- The Library retains ownership of accepted books. The donated books become part of the IGML collection and will not be returned to the donor at any time.
- The Library reserves the right to decide the display conditions, keeping, withdrawal, access to the materials, and disposition.

The Library will not be able to notify the donor when the donated items are withdrawn from the collection, as per the IGML's Policy. For queries and proposals, please contact: Librarian, IGML

How to Locate a Book, Journal, Thesis etc. in the Library?

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1. Web OPAC (Online Public Access Catalog) 'Chamo' for Advanced Information

Books, Journals, Theses etc. can be located by searching through Web OPAC. Web OPAC terminals are provided in the ground floors of both left and right wings of reading halls. Additionally Web OPAC can be accessed by pasting the link <http://igmlnet.uohyd.ernet.in:8080> on web browser.

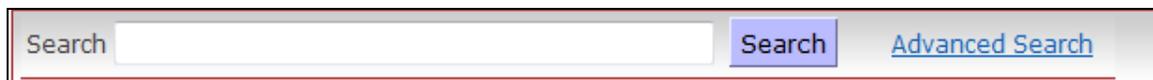
Or

Advanced OPAC 'Chamo' can be accessed from anywhere by clicking the OPAC link given on the library website <http://igmlnet.uohyd.ernet.in:8000>.

2. Using OPAC for searching any library material - Books, Journals, Theses, Dissertations, and Project Reports etc.

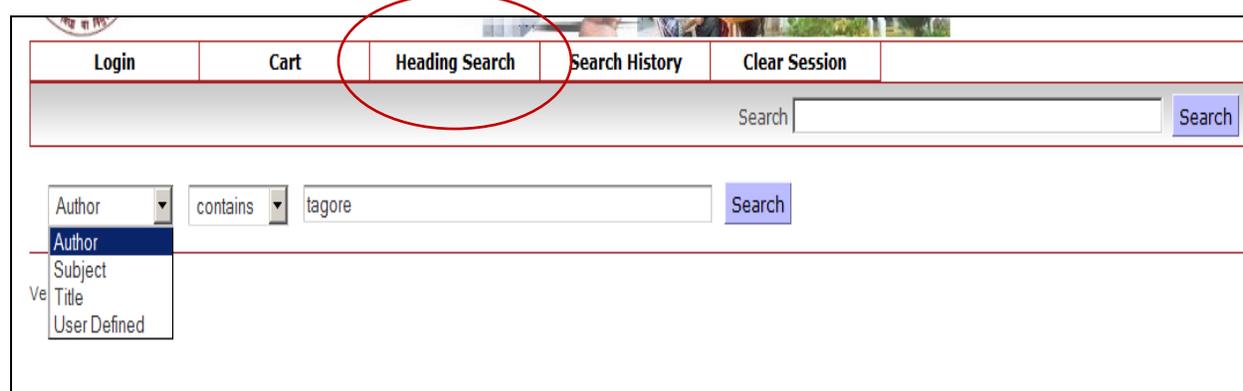
The Web OPAC search interface will provide the information regarding the availability of the book, journal, theses etc. in the library and also links to digital resources. One can search by author, title, subject, call number and key words (a part of author, few words of a title or a topic).

- Provides comprehensive (general) search with a keyword i.e. a part of author, few words of a title or a topic



Search [Advanced Search](#)

- Provides search by any specific author or a title or a subject by CLICKING on HEADING SEARCH. Users can select the required option for interface.



Navigation: Login | Cart | **Heading Search** | Search History | Clear Session

Search

Author contains

Search Criteria: Author (selected), Subject, Title, User Defined

- Facilitates advanced search feature to be able to get information with author, title, subject, ISBN, ISSN etc. again the results can be limited by language, format and place

Enter search terms below.

Any Field	has all of these words:	<input type="text"/>
Any Field	has this exact phrase:	<input type="text"/>
Author	has at least one of these words:	<input type="text"/>
Title	has none of these words:	<input type="text"/>
Subject		
ISBN		
ISSN		
LCCN		
UPC		
Any Control Number		

[Search](#) [Reset](#)

You may also limit the results using the filters below.

<p>Language</p> <ul style="list-style-type: none"> Arabic Dutch English French German 	<p>Place of Publication</p> <ul style="list-style-type: none"> Alberta Arizona Australia Austria Bahrain
<p>Format</p> <ul style="list-style-type: none"> Audio Book Book Computer Games Large Print Movie 	

Select the title of the book or any other material and click on the title for details

Example 1 - Book

Biochemistry by Albert L. Lehninger

Lehninger, Albert L

Record 1 of 1 < Previous Next > [Return to search](#) [SHARE](#) [f](#) [t](#) [v](#)

Call Number 574.192 L52B
Title Biochemistry by Albert L. Lehninger
Publication New Delhi: Kalyani Pub., 1978.
Physical Description 1104p.
Edition 2nd.

[Add To Cart](#)

Total Ratings: 0

Location	Call Number	Units	Copy Number	Barcode	Status
IGM Library	574.192 L52B		1	16128	Available
IGM Library	574.192 L52B		2	294008	Available

- Please note the Call Number to locate the respective book on shelf (If status indicates “**available**”).
- Barcode details will help in requesting the circulation counter staff in tracing the borrower of book if it was already borrowed, or stack services to locate in bindery

Example 2 – Journal

CLICK on ISSUES to view the current issues and back volumes available for the title.

CLICK on multimedia URL to access the journal title online.

Annals of Applied Probability

Record 16 of 1,150

Title Annals of Applied Probability
Publication Hayward, CA : Institute of Mathematical Statistics, 1991-
Physical Description Print
Multimedia <http://www.imstat.org>

[Add To Cart](#)

Total Ratings: 0

Copies | **MARC Record** | Reviews | Details | **Issues**

Serials- Back Volumes
v. 13 no. 1 - v. 15&17 no. 4 Feb. 2003 - Nov. 2005 & 2007
v. 16 no. 2 - v. 16 no. 4 May 2006 - Nov. 2006
v. 18 no. 1 - v. 18 no. 6 Feb. 2008 - Aug. 2008
Library has: 1, 1991+

Current Serials (ON ORDER)
v. 19 no. 1 - v. 19 no. 4 Feb. 2009 - Aug. 2009
v. 20 no. 1 - v. 20 no. 6 Feb. 2010 - Dec. 2010
v. 21 no. 1 - v. 21 no. 6 Feb. 2011 - Dec. 2011

Example 3 – Theses / Dissertations /Project reports

Please note the Call Number to locate the respective theses on shelf

CLICK on multimedia URL to access the Thesis online.

New strategy for the alpha-vinylation of ketones applications to terpene synthesis by Palle V.R.Acharyulu, Supervied by Goverdhan Mehta.

[Acharyulu, Palle V.R.](#)

Record 2 of 1,740 [< Previous](#) [Next >](#)

Call Number TH540 P18N
Title New strategy for the alpha-vinylation of ketones applications to terpene synthesis by Palle V.R.Acharyulu, Supervied by Goverdhan Mehta.,
Publication Hyderabad: University of Hyderabad, 1996
Physical Description 191p.
Multimedia http://igmlnet.uohyd.ernet.in:8000/hi-res/hcu_images/TH2217.pdf

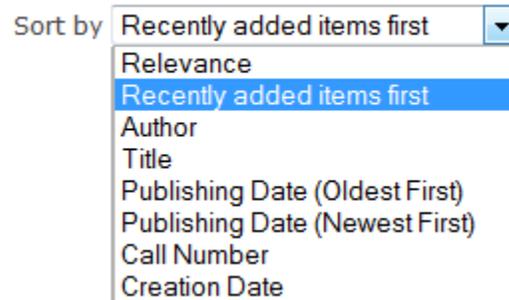
[Add To Cart](#)

Total Ratings: 0

Copies | **MARC Record** | Reviews | Details

Location	Call Number	Units	Copy Number	Barcode	Status
Theses	TH540 P18N		1	TH2217	Non-Circulating

- Users can limit their information by using the left side search interface.
- Searched records can be sorted as per relevance, recent items, author, title, publishing date (old to new or new to old), call number and creation date as shown below.

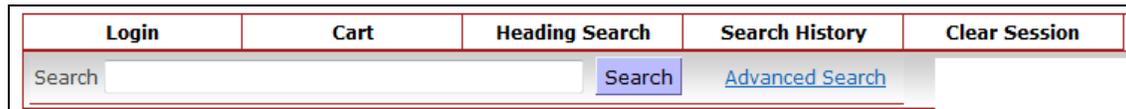


- If the book is not found, the floor in-charge may be informed to trace the book. If the book is issued to someone, on request, it will be recalled and reserved for the student.

3. Login to OPAC for User Specific Details

Chamo provides 'user specific' features

- Users Account Details – List of borrowed books with call numbers, borrowing date and number of overdue items
- Personalized features, saving their searches etc.
- Renew books (only 3 times) Online by due date (overdue books cannot be allowed to renew online)



LOGIN to OPAC

Account Login

Please enter your username and password below.

Username

Password

Use Account Login - to view books details

Username = ID printed on multipurpose card issued by Academic Section / Library

Password: guest

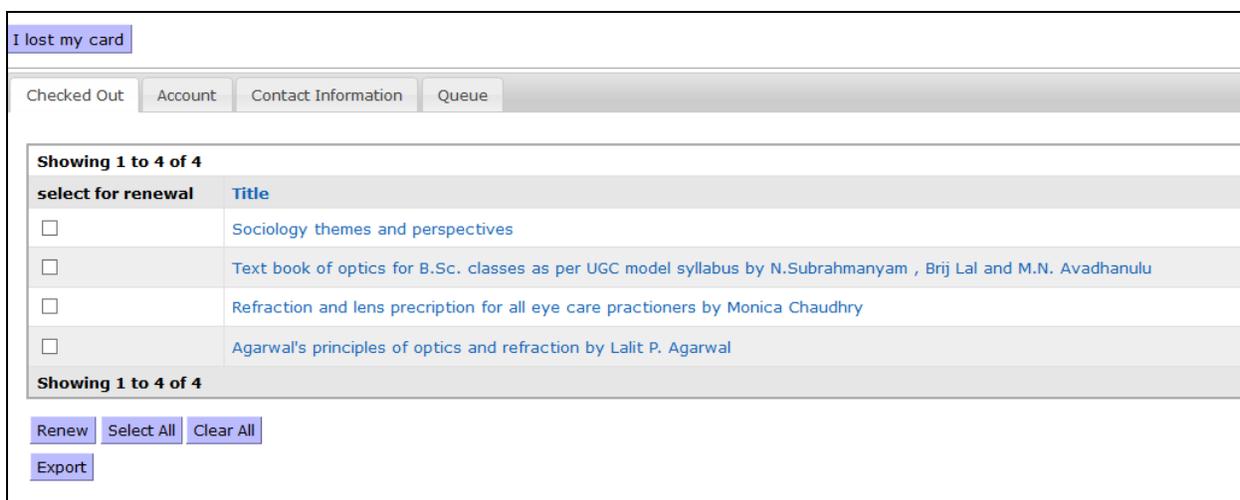
Click on My Account – to view the list of books, overdue books, and to renew books



The screenshot shows the library's website header with the University of Hyderabad logo and name. Below the header is a navigation menu with links: My Account, My Lists, My Tags, Cart, Heading Search, Search History, and Logout. A search bar is present with a 'Search' button and a link to 'Advanced Search'. Below the search bar, there is a section for 'Account Summary' and 'Current Search: Viewing all records'. A 'Checked Out: 1' indicator is visible at the bottom left of the summary section.

Click on I lost my card – to report the loss of card

Tick on the check box to select and renew your book by due date



The screenshot shows the 'I lost my card' page. It has a navigation menu with 'Checked Out', 'Account', 'Contact Information', and 'Queue'. Below the menu, it says 'Showing 1 to 4 of 4'. There is a table with two columns: 'select for renewal' and 'Title'. The table contains four rows of books, each with a checkbox in the 'select for renewal' column. Below the table, there are buttons for 'Renew', 'Select All', 'Clear All', and 'Export'.

select for renewal	Title
<input type="checkbox"/>	Sociology themes and perspectives
<input type="checkbox"/>	Text book of optics for B.Sc. classes as per UGC model syllabus by N.Subrahmanyam , Brij Lal and M.N. Avadhanulu
<input type="checkbox"/>	Refraction and lens precription for all eye care practioners by Monica Chaudhry
<input type="checkbox"/>	Agarwal's principles of optics and refraction by Lalit P. Agarwal



General Library Rules

Index

Producing university ID card to the library security before entering is mandatory.

- Members shall observe strict silence in the reading halls
- Use of cell phones is prohibited in the library
- Smoking or spitting in any part of the library is a serious offence.
- Members shall not write upon, damage or mark any book belonging to the library
- Members shall not shelve books or periodicals that will disturb the regular order
- Members are responsible for any damage caused by them to the books or any other property belonging to the library and shall be required to pay the penalty imposed upon them by the Librarian
- The members caught tearing pages/stealing of books will be suspended forthwith from using the library facilities and further disciplinary action will be initiated against them by the University
- Members shall not bring personal belongings (including books and other printed material) and library books borrowed by them inside the library
- Members leaving the library should stop at the exit so that the material borrowed can be checked
- Internet facility is provided in Library for academic purpose only. Users should not misuse the internet facility.
- Internet ID / Password given to members of university should be kept confidential
- They should logout of internet account after using net in library or anywhere on campus.
- Upon any infringement of the library rules members shall forfeit the privileges of admission and membership of the library
- The Librarian reserves the right to suspend the membership of any member found misbehaving, abusing the library staff or behaving in an indecent manner

Contact Librarian

Librarian

Dr. N. Varatharajan

Phone: 040 – 23132600

Mobile: +91 8106263862

Email: nvrlib@uohyd.ernet.in



Contact Library Sections & Services

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- **Books (Technical) Processing & Database Updating**
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- **Institutional Memberships**
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- **IT Section**
- **Serial Control (Print, Electronic Journals and Databases)**
- **Stack Services**
- **Visitors (Research Scholars) Permissions**
- **Visually Challenged Member Services**

For further details please see the website <http://igmlnet.uohyd.ernet.in:8000>

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