

-Lending Service:

The Central Library offers lending service to every registered user of the library, the service is offered from the circulation section and one can borrow specified number of documents from this section.

Category wise borrowing facility details are as follows:

Category	No. of Books	Period
Faculty Members(Permanent/Contract)	07 Documents	180 Days
Guest Faculty	04 Documents	180 Days
Research Scholars	05 Documents	30 Days
Students	05 Documents	7 Days
Non Teaching Staff	02 Documents	15 Days

The Members can also avail the overnight borrowing facility of certain documents from the Reference section by depositing their library card in the section.

-Reference Service and Assistance:

The Central Library is in the belief that our users are the most important person for us and each one from the library staff is always ready to solve library related problems of the users.

Readers may approach the Reference Desk for information or any assistance in the use of the

Library Collections and Services. Users may contact Assistant Librarian for the computerized services, Database Search Services, Web-based electronic journals, Inter-Library Loan or any other help.

Following services are offered under this category:

--Manual

>>>>Reference Desk for quick help

>>>>Manual help for comprehensive utilization

>>>>Guide Cards for easy searching

>>>>Newspaper clipping

--Through E-mail to individuals

>>>>Details of all library transactions

>>>>Due-date alert

>>>>Bibliography

>>>>New arrivals list (to staff), **to access the list** [click here](#)

>>>>Content page of Journals (to staff)

>>>>University in news (to staff)

--Through SMS to individuals

>>>>SMS alert of all library transactions

-OPAC:

The Library is using the latest version of a well known Library Management Software (LMS) for its housekeeping operations. One of the features of LMS is Online Public Access Catalogue (OPAC), the OPAC allows to search for an item (book, journal, article etc.) in the library holdings. The OPAC is accessible to all library users also, and they can search the library holdings through different metadata such as title, author, subject and keywords of an item. The user can also access his/her account through OPAC to see their browsing history, due-date, overdue-fine etc.

To start using OPAC, please [click here](#).

-News-Clipping:

To keep abreast user about the activities of the University, the Library maintains a file of the news clipping of the Doon University related news appeared in different newspapers. The current news clipping is also displayed on the notice-board of the library and the same is also send to university authorities through e-mail for information. The users who are interested in receiving the news-clipping through e-mail can submit their request to Assistant Librarian.

-Reading Hall facility:

The Library has a spacious reading hall for the study purpose of the users; the calm and studious environment attracts students for a longer hour study. There are individual study carrels placed in the reading hall for more silence and individual study. The Reading hall remains open more than 12 hours a day from the 9:00 AM to 9:30 PM.

-Internet Access:

The Library has Wi-Fi connectivity with the University Intranet. The bonafide members are entitled to use the Internet for educational purposes, and one can access all the e-resources subscribed by the library through the University INTRANET. However, bulk copying, systematic downloading or use of such electronic materials for commercial purposes and other such usages which are in violation to IPR rules or relevant rules and regulations of the country, is strictly prohibited.

Strict action will be taken, if any breach of law is discovered.

-Anti-Plagiarism Software:

The Library has access to anti-plagiarism software URKUND through INFLIBNET, the software helps in finding the plagiarize contents in a document and generate a report containing the details of similarity of contents with the other documents. The users interested in using the anti-plagiarism software may contact the Assistant Librarian for the individual user account of the software.

For FAQ's about URKUND, please [click here](#)

For handbook of URKUND, please [click here](#)

For Video tutorial of URKUND, please [click here](#)

To start using & login to URKUND, please [click here](#)

-Digital Repository

The Central Library has initiated setting up a digital repository and archiving facility for the Doon University community. The Library is using the DSpace open source software for this purpose. This service enables the University to archive its in-house publications.

At present, the Repository is in its initial stage, and the library is working on archiving the old question papers for the use of students. In the latter stages, the library is planning to upload the Syllabus (course curriculum), Annual Reports, Dissertations of PG programs, News about the University etc. At present, the Repository is accessible on University INTRANET only.

To start using the Digital Repository, please [click here](#).
