



KAI. YASHODABAI DAGADU SARAF CHARITABLE TRUST'S

# INSTITUTE OF MANAGEMENT AND SCIENCE

(Approved by AICTE Govt. of Maharashtra &  
Affiliated to North Maharashtra University Jalgaon)

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**N.H. No.6, SAKEGAON - BHUSAWAL, DIST. JALGAON (M.S.) India 425 201**

**Mr. Pandurang D. Saraf**

**President**

**Mr. Sanjay P. Ingale**

**Jt. Secretary**

Ref. No. : IOMS / /

Date :

4.2.1

Library is automated using Integrated Library Management System (ILMS)

**Answer:**

The library has 100.10 square meters built up area. It is well furnished, spacious and ventilated with separate reading rooms for boys, girls, staff and PG students with a capacity of 100 readers. It has six sections: Stack Section, Reference Section, E-Library and Reading Room. The library is provided with CCTV Surveillance. It is a rich library with 5000 volumes, 5000 titles. The library also subscribes National and International journals of Management.

The automation is useful to improve and streamline the library operations in a more effective and efficient manner. The library follows open access system encouraging the user to browse freely in the stack area. User can search the library collection by giving Title, Author, and Class Number. New arrivals of books and journals are displayed on separate stands and racks.

The library organizes regular User Orientation Programs for the users to use the Library Sources and Services, every academic year for newly admitted students.

### **1. Acquisition**

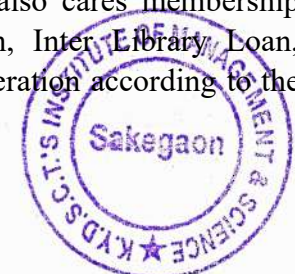
This enables library staff to handle all the major functions, such as Suggestions Management; Order Processing, Cancellation and Reminders; Receipt, Payment and Budgetary control; Master files such as Currency, Vendors, Publishers etc.

### **2. Catalogue**

This module is used for retrospective conversion of library resources. It also facilitates library staff to process, the newly acquired library resources.

### **3. Circulation**

This module takes care of all possible functions of circulation, it also cares membership management, maintenance and status of library items, transaction, Inter Library Loan, overdue charges, renewals & reminders, search status and report generation according to the status of the items.





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#### 4. Serial Control

Managing serials is the most complicated job for a library. The module keeps track of serials in the library effectively and efficiently.



  
**Director**  
**K.Y.D.S.C.T.'S**  
Institute of Management & Science, Sakegaon  
Tal. Bhusawal