

Sir Sayyed College of Arts, Commerce & Science

Library Profile

About Library: -

The College has Computerized Library with rich Collection of text books, reference books, Encyclopedias in various Subject, different types of Dictionaries, Large Collection of Sir Sayyed Ahmed Khan, Maulana Abdul Kalam Azad, Urdu Poet Iqbal, Hali, Mirza Ghalib, Premchand etc. Good Collection in Arabic & Islamic Studies, Books on General Studies i.e. Persnolity Development, Career Guidance, M.P.S.C., U.P.S.C and other Competitive examination also available in the Library. College Library subscribes peer reviewed, research and National Journals, 15 Daily Newspapers in English, Hindi, Urdu, Marathi, Languages are subscribed. Library has Specious Stack room, reference section, circulation Counter and separate reading room for boys and girls.

Library Collection: -

1. Books	-	11269
2. Bound Volumes & Periodicals	-	480
3. Thesis & Dissertation	-	08
4. CD's	-	39
5. Maps & ATLAS	-	24
6. Reports	-	54

Notable Collection: -

The Notable Collection of Books & Periodicals in our library has same of the rarest titles.

1. Maulana Abdul Kalam Azad's "**Weekly Al-Hilal**" Published in 1913 & 1914 & "**Al-Balaagh**" Published in 1915 & 1916.
2. Original copy of "**Sidq-Jadeed**" Lucknow (weekly). Published in 1963-74, 1969-70, 1970-71, 1972, 1974.
3. "**Jalte Deep**" Urdu Magazine Published in 1960.
4. Urdu Illustrated weekly "**AAINA**" Published 1955 and 1956.
5. "**Payam-e-mashriq**" (Urdu weekly) 1956.
6. "**Meeca**" by Desmond Stewart (News Week, New York).
7. "**The world of Allah**" (Photography) by Douglas Duncan.
8. **Historical Atlas – Islamic World** by David Nicolle.
9. "**Tabarrukaat-e-Sahaba**" (Photo Album) by Arsalam bin Akhtar.
10. "**Maqamaat-e-Ambia**" (Photo Album) by Asalam bin Akhtar.
11. "**Kirchiyaan**" (Poetry Panting) by Parveen Sher.
12. "**Raindrops on Parched Land**" (**Nihal-e-Dil par Sahab Jaise**) by Parven Sher.
13. "**Jan-naayak – Photo-album**" on Atal bihari vajayee Former Prim Minister of India.
14. "**The Sprit of Indian**" Vol. I & II.

15. "Bharatvaani".

Library Services: -

Presently Library Provides Following Services to its Users: -

1. Lending Service
2. Reference Service
3. Current Awareness Service / new arrivals
 - I. Monthly Display of new added books.
 - II. Weekly display of newly arrived periodicals, Journals.
4. Photocopying Service to Faculty.
5. Document Delivery Service.
6. **OPAC** Facility (Online Publish Access Catalogue)
7. Internet Facility for Faculty.
8. **Caliber E-Book Management** Facility.
9. Reading room facility for boys & girls.
10. Extension Service.
 - I. Library Orientation Programme for Library uses & Visitors.
 - II. Books Exhibitions on important Occasion.

Library Membership: -

All the student, Staff and Faculty member of the Sir Sayyed College (UG & PG) are authorized to use the central library facility however for availing facility, users must enroll themselves as a library member by filling the library membership form.

Library Automation & Networking: -

College Library is automated through integrated library management system as "**LIB-MAN**" is an integrated multi user and user friendly system. The lib-Man Software Consist of module such as acquisition, Cataloguing, circulation, "**OPAC**" (Online Public Access Catalogue), MIS Report, Serial Control, Barcode facility, Book reservation Facility, the status of Book Such as issue/ return, withdrawn, write off/lost, database back-up facility, Online Facility through team viewer to solve difficulty/problems in the functioning software.

Library Rules: -

1. Library and Reading Room is open to all students and staff of the College.
2. Strict silence is maintained in the library & Reading Room.
3. Every student should bear the Identity Card.
4. Books may be retained for a period not exceeding seven days.
5. Books may be renewed on the request and the discretion of the Librarian.

6. Failure to return a book in time shall attract fine of Rs. 2/- per day from the date when the book was due.
7. Making or writing on a book with ink or pencil or tearing its pages off, constitutes violation of Library rules, any such activity will be treated as a serious offence.
8. If the borrower finds the book in bad conditions he/ she should bring it to the notice of the Librarian before the same being issued on his/ her card.
9. The Librarian reserves the right to recall any book at any time.
10. Every student can use any type of book i.e. reference, text, Encyclopedia, Dictionary, biography, periodicals/Journals & newspapers in reading room.
11. Reading Room remains open from 9:30 am To 5:30 pm.

Library Hours: -

The Library remains open from 9:30 am To 5:30 pm. On all working days.