

# Reference and Research Section

## Dhanvantri Library

**Reference and research Section is located on the Second Floor of Dhanvantri Library and has:**

- ❖ A good reference Collection (**10,425**) Reference Books consisting of various encyclopaedias, dictionaries, Yearbooks, atlases, biographies, etc of national and international coverage.
- ❖ Ph.D. Theses and M.Phil. Dissertations (**10,909**) of the university which can be searched through OPAC and referred.
- ❖ Section also provides access to Sati Sahni Books (**207**), Comrade Dhanvantri Mahay Books (**604**) and IRC Books (**553**).
- ❖ Local and National Current Newspapers (13) reading Facility to students, Scholars and Faculty is provided in the section.
- ❖ The Section provides access to back files of some local newspapers is as follows:

- **The Chand**                      March 1940-April 1971
- **The Weekly Ranbir**      May 1924- May 1950
- **Javeed**                         1944-1946
- **Daily Excelsior**             April 1993- May 1950
- **Kashmir Times**             April 1993- May 1950
- **Indian Express**             January 1999-Feb 2011
- **State Times**                 January 2004-February 2011

## **Activities/Services performed by Reference and Research Section**

- Visitor Register is maintained in the entry of the Section.
- Labelling, Shelving of Reference Books received from acquisition section following Dewey Decimal Classification.
- Receiving, Accessioning, Classification and Data Capturing of Ph. D. and M. Phil. And M A Thesis/Dissertation of University on to Libsys Software.
- Keeping record of Local/National Newspapers received daily in the Newspaper Record Register and displaying them on newspapers stands for usage.
- Conducting Orientation for maximum usage of reference and research section.
- Providing assistance to students, Scholars and Faculty in retrieval of required reference resources and theses.
- Keeping record of reading material consulted by the students, research scholars, faculty and visiting scholars.
- Repairing of Books i.e. binding, tapping, etc.
- Rendering of bibliographical and documents services of current and retrospective material, both general and specialized.
- Answer routine reference inquiries and refer patrons needing further assistance.
- Providing service of book requisition forms when demanded.
- Handling of bounded newspapers, Rare Collection, Sati Sahni collection, Competitive Books and IRC Books.
- Personalised assistance being provided to Students, Research Scholars and faculty Members from other universities of India with prior permission of I/C Librarian of Dhanvantri Library.
- Internship training program are also perpetuated in the section for the students of BLISand MLIS of University of Jammu and IGNOU.
- Redressing the grievances of users on Priority.