

# A Report on Library Orientation Programme for Teaching and Non-Teaching Staff

**Date:** 19.04.2023

**Organized by:** Central Library, Raniganj Girls' College

## Objectives:

1. Acquaint the incumbents of the college with the latest technological up-gradation and computerization of the library for effective teaching –learning
2. To get familiar with the tools that enhance user- friendly services
3. To become agents of knowledge dissemination about the proper use of digital resources among the learners
4. To provide information to the incumbents of the college about the effective use of information resources and services for research oriented activities
5. Increase consciousness about plagiarism

**RANIGANJ GIRLS' COLLEGE**  
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(NAAC Accredited : B\*)

Date: 18.04.2023

**NOTICE**

It is hereby informed to all the Teaching and non-teaching staff that a Library Orientation Programme will be held in Reading Room (Central Library) on 19.04.2023 as per the following schedule

	Date	Time
All Teaching & Non-teaching	19.04.2023	12:00 Noon – 01.00 PM

*Chhabi De*  
18/4/23  
(Dr. Chhabi De)  
Principal  
Raniganj Girls' College

*Bela Mondal*  
18/4/23  
(Santu Ghosh) (Bela Mondal)  
Librarian  
Raniganj Girls' College

**Librarian**  
Raniganj Girls' College

Notice for the Library Orientation Programme

## Resource Person: Mr Santu Ghosh, Librarian, Raniganj Girls' College

Sl. No	Date	Name of the staff	Designation	Department	Time In	Time Out
1.	19.4.23	MOHAMMAD SHAH MIRZA	SACT	History	12:02	
2.	19.4.23	PARAMITA GHOSH	SACT	Geography	12:02	
3.	19.4.23	ASHOKDEB ROY	SACT	Philosophy	12:02	
4.	19.4.23	MITALI SARKAR NATI	SACT	Philosophy	12:10	
5.	19.4.23	NEELAM MISHRA	SACT	Hindi	12:15	
6.	19.4.23	Bidisha Bhattacharya	SACT	English	12:05	
7.	19.4.23	Prasanna Dasgupta	Assistant Professor	English	12:00	
8.	19.4.23	Ashwini Banerjee	Asst. Prof.	English	12:00	
9.	19.4.23	Rangana Ghosh	SACT	English	12:00	
10.	19.4.23	Thana Das	SACT	Bengali	12:00	
11.	19.4.23	Debanu Das	SACT	Punjabi	12:00	
12.	19.4.23	Ritupa Banerjee	SACT	Sanskrit	12:00	
13.	19/04/23	Rajeev Saha	SACT	Sociology	12:00 PM	
14.	19/04/23	Debanu Banerjee	Assistant Prof.	Bengali	12:00 PM	
15.	19/04/23	Majumdar Kalyan	Assistant Prof.	Bengali	12:00 PM	
16.	19/04/23	Debanu Mandal	SACT	Phy. Edu.	12:00 PM	
17.	19/04/23	Nandana Das	SACT	Phy. Edu.	12:15	
18.	19.04.23	Amrita Mitra	SACT	History	12:05 PM	
19.	19.04.23	Rajeev Das	SACT	History	12:05 PM	
20.	19.4.23	Rama Ghosh	SACT	History	12:05 PM	
21.	19/04/23	RITUPARNA GHOSH	Assistant Professor	Geography	12:05 PM	
22.	19/04/23	RAJIB GHOSH	SACT-I	Psychology	12:05 PM	
23.	19/04/23	PARTHA MONDAL	SACT	PHYSICS	12:10 PM	
24.	19/04/23	ARINDAM CHANDLER	SACT	PHYSICS	12:10 PM	
25.	19/04/23	DINABANDU KUMHARAE	Assistant Professor	Computer Mathematics	12:15 PM	
26.	19/04/23	DR. KRISHNAN SARKAR	Assistant Professor	Mathematics	12:15 PM	
27.	19/04/23	DIPANKAR CHAKRABORTY	SACT	Geography	12:05 PM	
28.	19/04/23	PRIVA DEB	SACT	Geography	12:10 PM	
29.	19.04.23	PRANNA SINGH	SACT	HINDI	12:15 PM	
30.	19.04.23	ANUSMAN RAY	SACT-I	Microbiology	12:30 PM	
31.	19.04.23	GEETANTALI BASAK	Asst. Prof.	Microbiology	12:30 PM	
32.	19.04.23	BUDHARAY MALLICK	Asst. Prof.	Zoology	12:35 PM	
33.	19/04/23	SURAJITA RANA	Asst. Prof.	Zoology	12:35 PM	
34.	19.04.2023	KALSIK ROY	SACT	Hindi	12:35 PM	
35.	19.04.2023	Jayasree Modak	SACT	Sansk	12:45 PM	
36.	19.04.2023	Debjit Kumar Bhatta	Assistant Professor	Biology	12:46 PM	
37.	19/04/2023	Swarshama Mitra	Associate Prof.	Economics	12:49 PM	
38.	19/04/2023	Uday Dasgupta	SACT-I	Bengali	12:50 PM	
39.	19/04/2023	Bidhan Ch. Malhotra	SACT	Chemistry	12:50 PM	
40.	19.04.2023	Bibek Maji	SACT	Bengali	12:51 PM	
41.	19.04.2023	Narayan Ray	Assistant Professor	Chemistry	12:55 PM	
42.	19.04.2023	Debi Mondal	SACT	Pol. Science	12:55 PM	
43.	v	Syed Kullum	SACT	Pol. Sc.	12:56 PM	
44.	19.04.2023	MD. ZUBAIR	SACT	URDU	12:56 PM	
45.	19.04.23	Nandana Das	Asst. Prof.	Pol.	12:56 PM	
46.	19.04.23	Dr. Soma Mondal	Assistant Prof.	Biology	12:57 PM	
47.	19.04.23	Krupa Das	SACT	Biology	12:58 PM	
48.	19.04.23	Dr. Tanu Renu Das	SACT-1	Bengali	12:58 PM	

Total participants: 48

### Outcomes:

#### Learnt about

1. the dedicated Library webpage on the college website
2. the use of physical and digital resources for teaching learning beyond the classroom
3. existence and use of Web-OPAC
4. attendance kept with the help of barcoded library cards
5. the existence of computerized circulation system for the use of library services
6. the use of digital resources in research activities
7. the use of software to check plagiarism for research writings