



RCMAS
RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

Criterion IV

Infrastructure and Learning Resources

RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

4.2

Library as a Learning Resource

4.2.1

Library Service and Best Practice

Submitted to



Library Service and Best Practice

Library Service

Library services encompass a wide range of resources and activities designed to meet the informational, educational and recreational needs of a community. Here are some common services provided by RCMAS library:

Collection and Resources:

- **Books:** Fiction, non-fiction, reference books, and textbooks.
- **Periodicals:** Newspapers, magazines, and academic journals.
- **Digital Resources:** E-books, audiobooks, online databases, and journals.
- **Multimedia:** DVDs, CDs, and digital media collections.

Access and Lending Services:

- **Borrowing and Lending:** Library card issuance, book lending, and interlibrary loan services.
- **Reference and Information Services:** Assistance with research, locating information, and answering queries.
- **Online Catalog:** Access to the library's digital catalog for searching and reserving materials.


Educational and Community Programs:

- **Technology and Digital Services:** Computer Access: Public computers with internet access and office software.
- **Wi-Fi:** Free wireless internet access within the library premises.
- **Printing, Scanning, and Photocopying:** Facilities for printing documents, scanning, and making photocopies.

Research and Academic Support:

- **Research Assistance:** Help with academic research, thesis preparation, and access to scholarly resources.
- **Study Spaces:** Quiet study areas, group study rooms, and meeting spaces.
- **Citation and Writing Support:** Workshops and one-on-one assistance with citation styles and academic writing.




2
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Best Practice of Chavara Library- Qualitive initiatives

Chavara Library at Rajagiri College of Management and Applied Sciences, Kakkanad acts as a lively and interactive forum for students, faculty, and staff, aimed at nurturing a culture of reading, learning, and intellectual engagement. The library and its activities play a crucial role in enriching the academic atmosphere by advancing literacy, honing research skills, and instilling a passion for books and knowledge. The library dreams of a vibrant and welcoming space where everyone can explore their love of reading and learning.

The best practices include:

1. **Book Review Sessions:** Conducted during reading week celebrations to encourage students to engage with literature and develop critical thinking skills.
2. **The Library Club collaborates annually with the English Department to celebrate Reading Week** by organizing various literary competitions with the goal of nurturing students' passion for literature and reading.
3. **Literary Lectures:** Hosting poetry and story sessions to familiarize students with cultural and literary heritage, fostering a deeper appreciation for the arts.
4. **Orientation Sessions:** Focused on optimizing the utilization of electronic resources for research purposes, these sessions aim to cultivate a culture of reading and research within the student and staff community.
5. **Cafeteria and Garden Library Corner:** A unique addition designed to cater to Generation Z, featuring a reading corner within the open auditorium, blending social interaction with the joy of reading, by providing a serene outdoor reading facility that aligns with nature, this initiative encourages spontaneous reading habits among students and staff, enhancing their overall reading experience.




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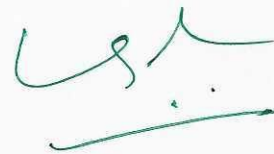

4

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Cafeteria and Garden Library Corner



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