



Sadhana Education Society's
L.S. Raheja College of ARTS and Commerce
Relief Road, Santacruz (West), Mumbai 400054

Multi Jayant Dalal Libray & IQAC



Organizes

**One Week Online Certification Program
For
Library Support Staff**

From

7th June 2021 to 13th June 2021

Link for Registration

<https://forms.gle/AnFjbvn7SjzHBzDw5>

Last Date for Registration

4th June 2021

TARGET AUDIENCE

- Library Clerks
- Library Assistant
- Library Attendants

❖ **E-Certificate:** After successful completion of course. Attendance is compulsory for all days

No Participation Fee

Dr. Debajit N. Sarkar
Principal

Dr. Anupama Nerurkar
IQAC Coordinator

Dr. Parita Desai
Librarian






Chief Guest

Dr. Janice Fernandes
Librarian and Information Scientist
Roehampton Library,
London, U.K.

Program Schedule

Inauguration: 07-06-2021 : 3 p.m. to 3.15 p.m.

Date & Time	Resource Person	Session	Topics to be covered
<p>07-06-2021 3.15 p.m. to 4.45 p.m.</p>	 <p>Dr. Parul Zaveri Associate Professor S.H.P.T. School of Library Science SNDT Women's University</p>	<p>Foundations of Library Services</p>	<p>Basics of : Acquisitions and collection maintenance Current cataloging and classification systems Circulation, reference and information services</p>
<p>08-06-2021 3 p.m. to 4.30 p.m & 09-06-2021 3 p.m. to 4.30 p.m.</p>	 <p>Dr. Sarika Chouhan Chief Academic Officer ,Dept of IT, Vidyalankar School of Information Technology</p>	<p>Use of ICT in Library</p>	<p>Use of MS Office-Word, Excel, PowerPoint Presentation, Email, Google Drive for providing digital services</p>
<p>10-06-2021 3 p.m. to 4.30 p.m.</p>	 <p>Ms. Nalini Raja University Coordinator Research Administration and Promotion Cell (RAPC), University of Mumbai</p>	<p>Google search Strategy and Use of N-LIST E-Resources</p>	<p>Google search Strategy and Use of N-LIST E-Resources</p>

Program Schedule

Date	Resource Person	Session	Topics to be covered
<p>11-06-2021 3 p.m. to 4.30 p.m.</p>	 <p>Dr. Parita Desai Librarian, L.S.Raheja College of Arts & Commerce, Santacruz</p>	<p>Use of Open Education Resources - Use of National Digital Library</p>	<p>Open E-Resources (E-Books, E-Journals, E-Database etc.) and Use of National Digital Library</p>
<p>12-06-2021 3 p.m. to 4.30 p.m.</p>	 <p>Mr. Ramakant Navghare Librarian, Changu Kana Thakur ACS College, New Panvel</p>	<p>Role of Best Practices to Evolving Library as a Learning Resource Centre</p>	<p>Discussion : Best practices adopted by college libraries with improvement plan</p>
<p>13-06-2021 3 p.m. to 4.30 p.m.</p>	 <p>Dr. Janice Fernandes Librarian and Information Scientist Roehampton Library, London. U.K.</p>	<p>Enjoying your job - Soft skills in the work place</p>	<p>Soft Skills</p>

“None of us, including me, ever do great things. But we can all do small things, with great love, and together we can do something wonderful.”

- Mother Teresa



*Thank
you* 

**Dr. Parita Desai
Librarian**

Email: library@Israheja.org

Library Website: <https://Israhejacollegelibrary.org/>

Join Our What's App group:

<https://chat.whatsapp.com/BrNvxni81ZxIglsczasBwY>

Telegram Channel : http://t.me/LSRC_MJD

for more information and feedback link.