

# **LIBRARY ANNUAL REPORT**

**2020-2021**

## KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE LIBRARY

The College library serves as a vital resource hub, contributing significantly to academic pursuits and research endeavors of students and faculty. This report aims to provide an overview of the college library's infrastructure, resource and services.

### Infrastructure

The library is housed in spacious and well-lit area conducive to study and reference activities. It encompasses designated areas for quiet study and for various kinds of references.

The infrastructure includes comfortable seating arrangements, computer terminals, photocopying facilities and accessibility to cater the diverse needs of users.

### Library

The library adopted commercial ILMs for automating workflows of the library. The software used in library is **Book Magic**. Book magic facilitate to cataloguing, classification, circulation and **OPAC**. Online Public Access Catalogue (**OPAC**) facility enables users to search online and locate books and other materials available in the library. It facilitates users to reserve, renew and recommend books in online mode. Online supervision is possible which reduces the line management responsibilities of librarian.

The library is automated with barcoding technology and book circulation is recorded using barcode scanners. The gate entry report is taken by using a barcode scanner.

Newly arrived books displaying on 'New arrival shelf'. Annual publications are also displayed on the shelf named Varshikappathippu.

The library has a competitive exam corner. Previous year question papers are displayed for users. The library is under the surveillance of CCTV.



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Prof. M. ABDUL AZEEZ  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR(P.O) - 676 503

## **Library Staff**

Rajeena T P (Librarian)

Fathima shahala P (Library Assistant)

Meera(Digital Library Asst.)

## **Library Committee**

A library committee is a group of individuals who oversee and support the management and development of a library.

## **Library Collections**

The college library has an important collection of both printed and digital resources.

<b>Reference Books</b>	<b>248</b>
<b>Journals</b>	<b>9</b>
<b>Periodicals</b>	<b>13</b>
<b>Newspapers</b>	<b>07</b>

## **Print Collection**

Total Books: 5386

No. of Books in English Language: 4141

No. of Books in Hindi Language: 60

No. of Books in Arabic Language: 65

No. of Books in Malayalam Language :1120

No. of Book added in 2020-2021: 299

## **E-COLLECTIONS**

**E-books**

**199536 (under N-list)**



  
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E-Journals

6150

E-books

2246(under Dspace)


### No.of books added in each subject

Subject	No. of Books Added	Total Books
Language	Arabic	4
	Malayalam	34
	Hindi	24
Commerce	148	770
Economics	12	200
English	34	1317
Political Science	11	274
Mathematics	0	553
Physics	10	667
Chemistry	0	10
Computer Science	11	174
History	2	39
Journalism	2	62
General	7	102
Religion	0	22

### LIBRARY USAGE

All Postgraduate and undergraduate students who took admission in the 2020-2021 academic session were given with the library membership. Library cards have been distributed to most of the students. Membership to new staff who joined the institute during this year has also been given.



  
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## Reading day Celebration

As part of reading day celebration quiz competition were organized on 19<sup>th</sup> June 2021 through online mode.



A handwritten signature in green ink, which appears to read "Azeez".

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