



A J INSTITUTE OF MANAGEMENT

A unit of Laxmi Memorial Education Trust[®]

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Criterion 4 - Infrastructure and Learning Resources

4.2.1 Library is automated with digital facilities using an Integrated Library Management System (ILMS), and adequate subscriptions to E-resources and journals are made. The library is optimally used by the faculty and students.

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Kottara Chowki,

Opp. Mahindra Showroom, Ashok Nagar Post, Mangalore – 575006

Ph: 0824-2455340, Mob: 08904842277

Email: office@ajimmangalore.ac.in Website: www.ajimmangalore.ac.in



List of Supporting Enclosures

Sl. No	Table of Contents	Pages
1	Integrated Library Management System	1-5
2	E-Resources subscription	6-8
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4	Open Access Resources	13
5	Library Policy	14-17
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I certify that all the evidence included in this document is authentic and duly verified.



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INTEGRATED LIBRARY MANAGEMENT SYSTEM

Details of Library automation using Integrated Library Management Software (ILMS) adopted in the institution is presented in the below table:

Name of the ILMS : Easylib
 Nature of ILMS : Fully automated
 Version : 4.4.2 Desktop Version

EASY LIB Software Subscription Details

Easylib Software Private Limited
 No.1147/B, 1st Floor, 18th 'B' Main Road,
 Behind National Public School, 5th Block, Rajajinagar,
 Bengaluru 560010. INDIA
 ☎ +91-80-2315 3279 | 📠 +91 97422-04624 / +91 98440-81710
 ✉ info@easylibsoft.com | 🌐 www.easylibsoft.com | easylib.net


 Bringing Knowledge & People Closer

Tax Invoice

ADDRESS
 The Principal
 AJ Institute of Management, Kottara chowki(C0379)
 Kottara Chowki, Mangalore-575005

INVOICE NO:ESPLT12324124
 DATE:2023-10-07

PLACE OF SUPPLY
Karnataka

NO	ACTIVITY	UNIT	QUANTITY	RATE	AMOUNT
1	Software:Easylib 4.4.2 Desktop Version Easylib 4.4.2 Application Maintenance Services - Easylib 4.4.2 for 12 months. Up to 10 hours application support in the year from 1st April 2023 to 31st March 2024.	1	1	10000	10,000

Kindly do NEFT in favor of Easylib Software Pvt. Ltd, payable at Bengaluru
 GST: 29AAACI4646D1ZM PAN No. : AAACI4648D

Bank :Axis Bank Ltd
 Account No 913020054279006
 IFSC No:UTIB0000693
 Branch: Bengaluru Majestic Branch

SUBTOTAL 10,000
 CGST @9% on 10,000 900
 SGST @9% on 10,000 900
TOTAL(INR) 11,800

Accepted By _____



Accepted Date _____



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1. EASYLIB

EASY LIB



LISCENCE CIRCULATION REPORT

Circulation Date: 26-Jul-2023

Accn. No: 0015057 Clear
 Member ID: 003 Clear
 Return Date: 26-Jul-2023

Issue
 Return
 Renewal
 Signature
 Clear
 Close

Item Details
 Accn No: 0015057 Item Type: Book
 Title: Futures & options Equities trading strategies & Skills
 Author(s): Sridhar AN
 Call No: Location
 Category: Issue Book

Overnight Circulation Accn Register Members E-Mail

Member Details
 Name: Dr Vijaya Kumar
 Profile: Staff
 Dept: Not Mentioned
 Course: Branch
 Roll No: 0

Due Overnight Issue Reference Issue

List of the Items Issued to the Member

Sl No	Trans No	Accn No	Item type/Category	Description	Issue date	Due date	Renewed	Fine
1	8955	0015057	Issue Book	Futures & options Equities	05-Feb-2020	04-Feb-2021	0	0
2	8963	0015098	Issue Book	Economic Survey 2018-19	05-Feb-2020	04-Feb-2021	0	0
3	8965	0015099	Issue Book	Economic Survey 2018-19	05-Feb-2020	04-Feb-2021	0	0
4	8972	014411	Issue Book	Investments Principles & Co	05-Feb-2020	04-Feb-2021	0	0
5	8985	0015015	Issue Book	The Sam club own your mon	05-Feb-2020	04-Feb-2021	0	0
6	8988	014734	Issue Book	International Corporate financ	05-Feb-2020	04-Feb-2021	0	0
7	8994	014831	Issue Book	International financial Manag	05-Feb-2020	04-Feb-2021	0	0
8	8996	014786	Issue Book	Research Methodology conc	05-Feb-2020	04-Feb-2021	0	0
9	8998	010031	Issue Book	Fundamentals of financial M	05-Feb-2020	04-Feb-2021	0	0
10	9001	00008130	Issue Book	Futures and Options	05-Feb-2020	04-Feb-2021	0	0
11	9003	011873	Issue Book	Principles & Practice of ma	05-Feb-2020	04-Feb-2021	0	0
12	9011	009869	Issue Book	l logistics Management	05-Feb-2020	04-Feb-2021	0	0

ACCESSION REGISTER

Book Accession Register

Section: General
 Type: Book
 Total: 1
 On Hand: 1
 Issued: 0
 Available: 1

Accn. No: 0015943 [Inquire] [Search] [Left Arrow] [Right Arrow] Non-Book Accession Register

Catalogue Details
 Title: Supply Chain Management
 Sub Title:
 Author(s): Sunil Chopra Editor
 Series: ISBN: 9789332548237 Volume:
 Keywords: Supply Chain Management OFF Clear Keyword Stoppers
 Subject (1): None Subject (2): None
 Call No: Class No: Remarks:
 Publisher: Mcgrawhill Education pvt ltd
 Custom 1: Published Place: Newdelhi Year: 2016

Copy Details
 Vendor: Gift by Tapmi Source: Management
 Bill No: Bill Date: 13-Mar-2022 Category: Issue Book
 Currency: Rs. Rate: 1 Price: Binding: PB
 Cost(INR): 0.00 Discount(%): Net Cost(INR): Location:
 Dept: Management Status: 499 Pages: 569
 Edition: Entry / Accn Date: 30-Mar-2023
 Item same as Accn: 0015943 Find

Add Modify Delete Clear Withdraw Cystomize Easylib Bib. MARC Bib. Multi Language Reports Close

CIRCULATION

Circulation Date: 26-Jul-2023

Accn. No: 0015057 Clear
 Member ID: 003 Clear
 Return Date: 26-Jul-2023

Issue
 Return
 Renewal
 Signature
 Clear
 Close

Item Details
 Accn No: 0015057 Item Type: Book
 Title: Futures & options Equities trading strategies & Skills
 Author(s): Sridhar AN
 Call No: Location
 Category: Issue Book

Overnight Circulation Accn Register Members E-Mail

Member Details
 Name: Dr Vijaya Kumar
 Profile: Staff
 Dept: Not Mentioned
 Course: Branch
 Roll No: 0

Due Overnight Issue Reference Issue

List of the Items Issued to the Member

Sl No	Trans No	Accn No	Item type/Category	Description	Issue date	Due date	Renewed	Fine
1	8955	0015057	Issue Book	Futures & options Equities	05-Feb-2020	04-Feb-2021	0	0
2	8963	0015098	Issue Book	Economic Survey 2018-19	05-Feb-2020	04-Feb-2021	0	0
3	8965	0015099	Issue Book	Economic Survey 2018-19	05-Feb-2020	04-Feb-2021	0	0
4	8972	014411	Issue Book	Investments Principles & Co	05-Feb-2020	04-Feb-2021	0	0
5	8985	0015015	Issue Book	The Sam club own your mon	05-Feb-2020	04-Feb-2021	0	0
6	8988	014734	Issue Book	International Corporate financ	05-Feb-2020	04-Feb-2021	0	0
7	8994	014831	Issue Book	International financial Manag	05-Feb-2020	04-Feb-2021	0	0
8	8996	014786	Issue Book	Research Methodology conc	05-Feb-2020	04-Feb-2021	0	0
9	8998	010031	Issue Book	Fundamentals of financial M	05-Feb-2020	04-Feb-2021	0	0
10	9001	00008130	Issue Book	Futures and Options	05-Feb-2020	04-Feb-2021	0	0
11	9003	011873	Issue Book	Principles & Practice of ma	05-Feb-2020	04-Feb-2021	0	0
12	9011	009869	Issue Book	l logistics Management	05-Feb-2020	04-Feb-2021	0	0

BARCODE GENERATION

Easylib Barcode Generation

Barcode Generation

Barcode No: [Input Field] [Ok]

Barcode No: [Input Field]

Zebra Printer
 Label Range
 Remove From List
 Import From a File
 Clear
 Close

CUSTOMISED SEARCH RESULTS MEMBERS

Customized Search Results Members

Sort Criteria: [Dropdown] No of Records: 1047

Member ID	Name	Profile	Academic Year	Member Type	Department	Course
13001	Ajay Kumar K	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13002	Ajith	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13003	Akshay Kumar V Shetty	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13004	Amrutha M.P	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13005	Arun K.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13006	Arun Kumar K.A.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13007	Asha Manita Culinha	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13008	Ashwini A.V.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13009	Ashwatha K Sreedhar	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13010	Ayisha K Kizhakkayil	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13011	Bhanuprakash L.R.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13012	Bheema Naik B.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13013	Blesson Thomas Benchemi	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13014	Chathanya Holla	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13015	Deepika A.G.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13016	Dhanya A.K.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13017	Fathima Hanna K.	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA
13018	Josin P.Jose	Student	10-Oct-2013 To 12-Oct-2013	Student	Management	MBA

Print Close



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CURRENT AND PAST CIRCULATION IN AND OUT REGISTER

The screenshot shows a web application interface for 'Circulation Statistics'. The main window displays a table with the following data:

Field	Current Circulation	Past Circulation
Library	0	12
Finance	0	20
Not Mentioned	1	94
Management	214	15407

The interface includes a menu bar (Circulation, Listing, Reminders, Reports, Analysis, Setup, Window, Help), a title bar (Circulation Statistics), and a 'PRINT' button at the bottom. The background features the AJIM logo and contact information.

ONLINE PUBLIC ACCESS CATALOGUE

The screenshot displays the 'ONLINE PUBLIC ACCESS CATALOGUE' for A.J. Institute of Management, Mangalore. The interface is organized into several search and information categories:

- Search Catalogue:** By Title, Author, Keyword; By extensive fields; List by keywords; Location help; See new arrivals; Quick Search; Item Status; RackWise Subject Search.
- Search Local Language Catalogue:** See the complete catalogue; Search by Title, Author, Keywords; List by keywords.
- Search Digital Library:** See the list of digital subscriptions; Customised Digital Subscription Search; Search by content title, keywords etc.
- Search Journals, Serials and Periodicals:** See the list of journals subscribed; Received Periodicals List; Search by article title, keyword etc; Customised search; Received and Receivables.
- Other Details:** Learn more about library; See list of items you have borrowed/reserved; Submit request for a new item; Submit feedback.

The footer contains the text: 'Developed By: Easylib Software Pvt. Ltd., 1147/8, 1st Floor, 18th 'B' Main Road, Behind National Public School, 5th Block Rajajinagar, Bangalore-10. E-Mail: info@easylibsoft.com'.



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PERIODICAL ENTRY

A.J.INSTITUTE OF MANAGEMENT,MANGALORE

Periodicals entry Receivables Indexing Accessioning Serials Reminders Reports Search Setup Window Help

Periodicals

A.J.INSTITUTE OF MANAGEMENT,MANGALORE




A.J.INSTITUTE OF MANAGEMENT,MANGALORE
KOTTARA CHOWKI, BYPASS ROAD
CITY: MANGALORE, PIN: 575006
STATE: KARNATAKA, COUNTRY: INDIA

Copyright : Easylib Library Automation Services
Bangalore - 560 086
Ph: (+91) 080-65594051, 23191952
www.easylibsoft.com, www.easylib.net
info@easylibsoft.com

Login ID : admin Session Started @ : 12:24:53 PM Time : Calendar

PERIODICAL SUBSCRIPTION REPORT

Expenditure Report

Subscription Report

Subscription Start B/w 01-Jan-2022 & 31-Dec-2023

Department Source Subject Publisher
 Vendor Frequency Periodic Type

PRINT

List Clear Close

Sl No	Department	No. of Dist. Subscriptions	Total Amount
1	Not Mentioned	42	44,537.00
2	Management	2	2,420.00
Total :		44	46,957.00

Total No. of Periodicals Subscribed : 43



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E RESOURCES SUBSCRIPTION

PEARSON E-BOOKS



Pearson

Pearson India Education Service Pvt.Ltd
(Formerly TutorVista Global Private Limited)
World Trade Tower
15th Floor, Tower B
Plot No. 1, Block C, Sector 16, Noida
Uttar Pradesh - India
T: +91 (120) 7110 100
F: +91 (120) 7110 350
W: pearson.co.in

Annexure I – Terms and conditions

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- The license to use a title is for a period of One year.
- A revised edition of the title will have to be purchased extra, whenever it becomes available.
- Access codes will be provided for redemption on receipt of advance payment.
- Each access code can be redeemed only once.
- Each student is given one access code for each eBook.
- Each product requires a separate access code, however a single username and password can be used to login to subscribed eBooks.

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3. The bank account details for online / wire transfer are as follows: Account name – Pearson India Education Services Pvt. Ltd. Bank name – HSBC
Bank address – 25, Barakhamba Road, Delhi 110 001
Account no. – 052-262847-001
MIRC code – 110039002
IFSC code – HSBC0110002

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Pearson India Education Services Pvt. Ltd.
World Trade Tower
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mail:s.purushotham@pearson.com
t: 9916633111/ 9916630222

Pearson India Education Services Private Limited
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Registered Office: 4th floor, Software Block, Elnet Software City, TS 140,
Block 2 & 9, Rajiv Gandhi Salai, Taramani, Chennai, Tamil Nadu 600 113, CIN: U72200TN2005PTC057128
T: +91 (080) 30461060, F: +91 (080) 30461003 | www.pearson.co.in | Email: companysecretary.india@pearson.com



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E-LIBRARY SUBSCRIPTION



INDIA NON JUDICIAL

Government of Karnataka

Rs. 100

e-Stamp	
Certificate No.	IN-KA72612289480498T
Certificate Issued Date	10-Mar-2021 02:10 PM
Account Reference	NONACC (EJ) kaacsfl08/ NAGARABAVI/KA-BN
Unique Doc Reference	SUBIN-KAKACRSFL0820651793030581T
Purchased by	PEARSON INDIA EDUCATION SERVICES PVT LTD
Description of Document	Article 12 Bond
Description	SERVICE LICENCE AGREEMENT
Consideration Price (Rs.)	0 (Zero)
First Party	A J INSTITUTE OF MANAGEMENT
Second Party	PEARSON INDIA EDUCATION SERVICES PVT LTD
Stamp Duty Paid By	PEARSON INDIA EDUCATION SERVICES PVT LTD
Stamp Duty Amount (Rs.)	100 (One Hundred only)



Please write or type below this line

E-LIBRARY SUBSCRIPTION AGREEMENT

THIS ELibrary Agreement is made at Delhion ___ day of ___ 10/3/2021 ("Execution Date").

BY AND BETWEEN:

Pearson India Education Services Pvt Ltd (for "First Party"/"Pearson"), a company incorporated under the Companies Act, 1956 (CIN - U72200TN2005PTC057128), having its registered office at The HIVE, 3 rd Floor, No 44, PillaiyarKoil Street,

Page 1 of 13

Statutory Alert:
1. The authenticity of this Stamp certificate should be verified at www.shcstamp.com or using e-Stamp Mobile App of Stock Holding. Any discrepancy in the details on this Certificate and as available on the website/Mobile App render it invalid.



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E-JOURNALS SUBSCRIPTION

NITK LIBRARY MEMBERSHIP

National Institute of Technology Karnataka, Surathkal
Srinivasnagar, Mangalore - 575 025

Receipt E **165090** Date 15/9/2023

Received from The Principal Director, A.J. Institute of Management (AJIM), Mangalore.

Rupees Fifteen thousand only.

towards Library Membership fee - 5000.00.
A.J. Institute of Management Dept - 10000.00
by cash / cheque / D.D.

₹ 15,000.00 764660/13-9-2023.
CHEQUES SUBJECT TO REALISATION

Cashier
M.T.R., Surathkal

Caroline R.R., M/Jao.



Central Library
National Institute of Technology Karnataka, Surathkal
PO Srinivas Nagar, Mangalore 575 025

Ref.: NITK/LIB/OL/2023-24/53 Date: 15-09-2023

To,

Dr. T. Jayaprakash Rao
Director
A.J. Institute of Management (AJIM)
Kottara Chowki, Bypass, Ashok Nagara Post,
Mangalore-575 006

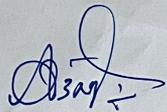
Sub: Acknowledge for Receipt of Library Membership Fee- Regarding

Dear Sir,

This is to acknowledge with thanks the receipt of Library Membership fee Rs. 15,000/- (Annual Fee -5000.00 Refundable Deposit Fee-10,000) through DD No. 764660 dated 13.09.2023. kindly find enclosed herewith the original Receipt Voucher No. 165090 dated on 15-09-2023 for the same.

Thanking you,

With regards,


Librarian



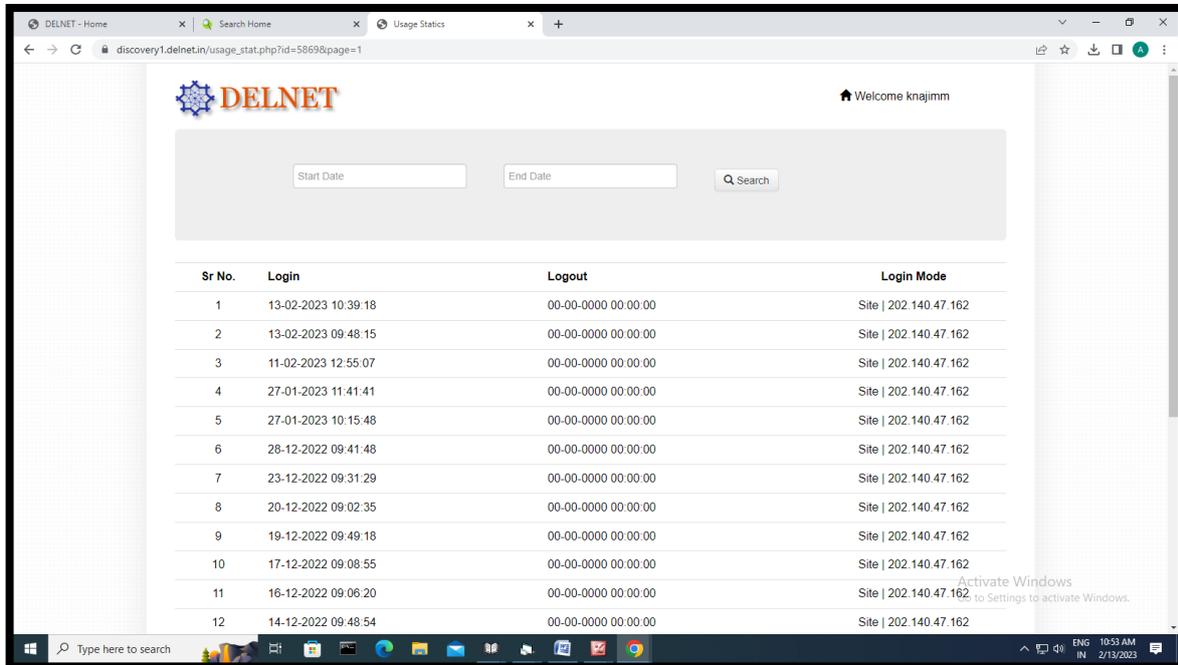
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E-JOURNALS SUBSCRIPTION

DELNET



DELNET - Home | Search Home | Usage Statics | discovery1.delnet.in/usage_stat.php?tid=5869&page=1

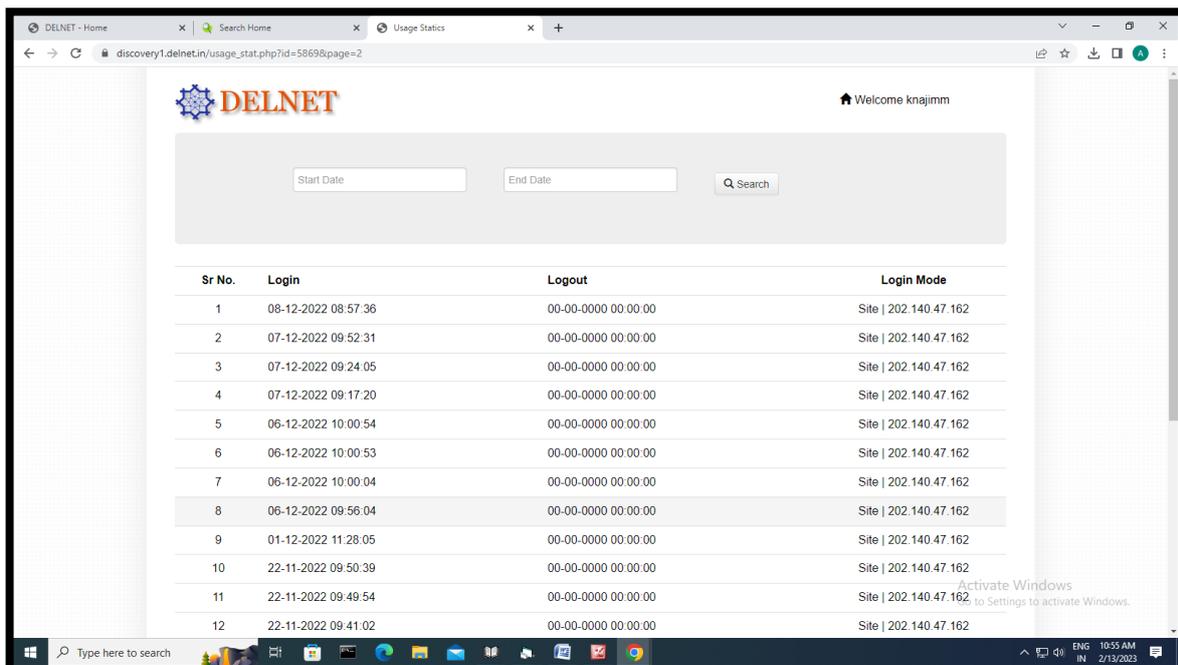
Welcome knajimm

Start Date: End Date: Search:

Sr No.	Login	Logout	Login Mode
1	13-02-2023 10:39:18	00-00-0000 00:00:00	Site 202.140.47.162
2	13-02-2023 09:48:15	00-00-0000 00:00:00	Site 202.140.47.162
3	11-02-2023 12:55:07	00-00-0000 00:00:00	Site 202.140.47.162
4	27-01-2023 11:41:41	00-00-0000 00:00:00	Site 202.140.47.162
5	27-01-2023 10:15:48	00-00-0000 00:00:00	Site 202.140.47.162
6	28-12-2022 09:41:48	00-00-0000 00:00:00	Site 202.140.47.162
7	23-12-2022 09:31:29	00-00-0000 00:00:00	Site 202.140.47.162
8	20-12-2022 09:02:35	00-00-0000 00:00:00	Site 202.140.47.162
9	19-12-2022 09:49:18	00-00-0000 00:00:00	Site 202.140.47.162
10	17-12-2022 09:08:55	00-00-0000 00:00:00	Site 202.140.47.162
11	16-12-2022 09:06:20	00-00-0000 00:00:00	Site 202.140.47.162
12	14-12-2022 09:48:54	00-00-0000 00:00:00	Site 202.140.47.162

Activate Windows
Go to Settings to activate Windows.

DELNET



DELNET - Home | Search Home | Usage Statics | discovery1.delnet.in/usage_stat.php?tid=5869&page=2

Welcome knajimm

Start Date: End Date: Search:

Sr No.	Login	Logout	Login Mode
1	08-12-2022 08:57:36	00-00-0000 00:00:00	Site 202.140.47.162
2	07-12-2022 09:52:31	00-00-0000 00:00:00	Site 202.140.47.162
3	07-12-2022 09:24:05	00-00-0000 00:00:00	Site 202.140.47.162
4	07-12-2022 09:17:20	00-00-0000 00:00:00	Site 202.140.47.162
5	06-12-2022 10:00:54	00-00-0000 00:00:00	Site 202.140.47.162
6	06-12-2022 10:00:53	00-00-0000 00:00:00	Site 202.140.47.162
7	06-12-2022 10:00:04	00-00-0000 00:00:00	Site 202.140.47.162
8	06-12-2022 09:56:04	00-00-0000 00:00:00	Site 202.140.47.162
9	01-12-2022 11:28:05	00-00-0000 00:00:00	Site 202.140.47.162
10	22-11-2022 09:50:39	00-00-0000 00:00:00	Site 202.140.47.162
11	22-11-2022 09:49:54	00-00-0000 00:00:00	Site 202.140.47.162
12	22-11-2022 09:41:02	00-00-0000 00:00:00	Site 202.140.47.162

Activate Windows
Go to Settings to activate Windows.



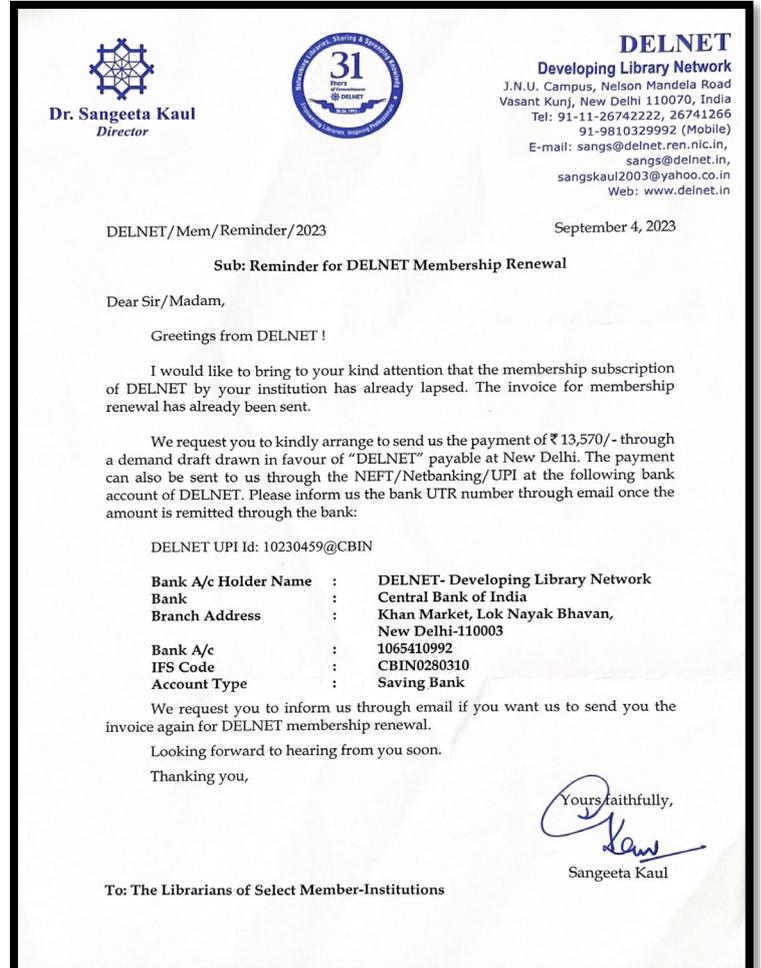
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DELNET MEMBERSHIP CERTIFICATE

DELNET MEMBERSHIP RENEWEL



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NATIONAL DIGITAL LIBRARY

NEW TEST PREPARATION

- CBSE Examination Preparatory
- IIT-JEE NEET
- JAM Joint Admission test for Masters (JAM)
- GATE Graduate Aptitude Test in Engineering (GATE)
- UGC NET National Eligibility Test (UGC NET)
- Career Development and Recruitment

STUDY AT HOME

- School
- Engineering
- Science
- Humanities
- Literature
- Law & Management

COVID-19 RESEARCH REPOSITORY

- Scholarly Publications
- Data Sets
- Documents & Videos
- Journals & Conferences
- Ideas & Funding
- Challenges & Startup

FEATURED COLLECTIONS

- Birth Centenary of Subhas Chandra Bose
- On this Day
- Person of the Week: Mahatma Gandhi
- Topic of the Week: Seven Wonders of the World
- Talks & Webinars

NATIONAL DIGITAL LIBRARY

Club Status: approved

Club Registration

Name	Completion Status	Verification Status	Comments
Institute	Not needed	Not needed	Show Details
Institute Request	Complete	Verified	Show Details
Icon	Complete	Verified	Show Details
Thumbnail	Complete	Verified	Show Details
Featured Image	Complete	Verified	Show Details

Authority

Name	Completion Status	Verification Status	Comments
Patron	Self verified	Verified	Show Details
President	Self verified	Verified	Show Details
Secretary	Self verified	Verified	Show Details

NDLI Club

- Club registration
- Authority
- Document Upload
- Status**

Institute Name
A. J. Institute of Management,
Mangalore

Requester Details:
Dr. Vijaya
dean@ajimangalore.ac.in

View account

Sign out

Welcome! Dr. Vijaya
Club President

Addition of Club Authori...
prerequisite condition that the authority we are going to add should be a membe...

Cant Find my Institute?
Please try typing the exact name of your institute and browse through the resul...

Club Member Sign up an...
Club Member Sign up and Sign in to View Profile



A J INSTITUTE OF MANAGEMENT

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NDL CLUB

NDL CLUB

To,
 Director
 NDLI CLUB (M.O.E)
 2nd Floor IIT Kharagpur Kolkata Campus
 HC Block, Sector - III Salt Lake City
 Kolkata - 700106.
 Subject : NDLI Club Registration Request.

Dear Sir,

On behalf of A. J. Institute of Management, Mangalore, I am requesting to create NDLI club for our institute A. J. Institute of Management, Mangalore .

I have read NDLI club terms and conditions before applying.

Here is the list of Authority of our club A. J. Institute of Management, Mangalore.

Club Patron - Dr. T. Jayaprakash Rao

Club President - Dr. Vijaya Kumar

Club secretary - Ajitha Kumari

Executive Member - Swapna J Shetty

Awaiting your Approval for Same.

Thanks & Regards,

Dr. Vijaya

Director/Principal Name : *Dr. T. Jayaprakash Rao*

Date : *27-03-2021*

Director/Principal Signature :

Director/Principal Stamp :

[Signature]
 PRINCIPAL / DIRECTOR
 A. J. INSTITUTE OF MANAGEMENT (A.)
 KOTTARA CHOVVER
 MANGALORE - 575 004

[Signature]
29/3/21



Dean AJIM <dean@ajimmangalore.ac.in>

Self verification of your institute completed and the club creation request submitted for final approval by NDLI Club

2 messages

NDLI CLUB <ndli.club@iitkgp.ac.in>

To: "Dr. Vijaya" <dean@ajimmangalore.ac.in>, club-support@ndli.gov.in

Sat, Mar 27, 2021 at 10:17 AM



Congratulations! Your Institute A. J. Institute of Management, Mangalore has been finally submitted for NDLI Club Approval

Dear Dr. Vijaya,
Self verification of A. J. Institute of Management, Mangalore NDLI Club is now complete and the club creation request has been submitted to NDLI Admin for final approval. You will hear from us on further steps as soon as the request is approved.

Till then you can learn more about NDLI Club at <https://club.ndli.gov.in>

Regards,
NDLI Club Team,
IIT Kharagpur.

NDLI CLUB <ndli.club@iitkgp.ac.in>

To: "Dr. Vijaya" <dean@ajimmangalore.ac.in>, club-support@ndli.gov.in

Sat, Mar 27, 2021 at 10:17 AM

[Quoted text hidden]



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OPEN ACCESS E-RESOURCE

- Directory of Open Access Books (DOAB) – <https://www.doabooks.org>
- Directory of Open Access Journals (DOAJ) – <https://doaj.org/>
- E-PG Pathshala- <https://epgp.inflibnet.ac.in/>

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LIBRARY POLICY



A J INSTITUTE OF MANAGEMENT
A Unit of Laxmi Memorial Education Trust (R)

Kottara Chowki,
Opp. Mahindra Showroom,
Ashoknagar Post, Mangaluru- 575 006
Karnataka, India
Tel : 0824-2455340, 4283581
E-mail : ajimmangalore@rediffmail.com
ajimmangalore2018@gmail.com
Website : www.ajimmangalore.ac.in

Re-Accredited by NAAC at B+

An Advanced Centre for MBA Studies and Research. Affiliated to Mangalore University and Recognised by AICTE

Library Policy

Preamble: A J Institute of Management recognizes the pivotal role of the library in fostering academic excellence, research, and intellectual growth. The institution is committed to providing a dynamic and enriching library environment that supports learning, innovation, and the pursuit of knowledge.

Objectives: The institute's library policy is designed to:

- Foster a culture of reading, research, and lifelong learning.
- Provide easy access to a diverse collection of print and electronic resources.
- Promote information literacy and research skills among students and faculty.
- Ensure the efficient management and organization of library resources.
- Uphold principles of privacy, confidentiality, and accessibility in library services.

Scope: This policy applies to all members of the A J Institute of Management community, including students, faculty, staff, and researchers.

Library Administration: A designated library committee shall oversee the planning, administration, and continuous enhancement of library services. The committee shall comprise:

- i. Director of the Institute as the Chairman
- ii. Principal as the Secretary
- iii. Dean (Academic Affairs) as the Joint Secretary
- iv. Student Council advisor as a Member
- v. One Faculty Member as a Member
- vi. Librarian as a Member
- vii. Student Council members as a Member





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LIBRARY RULES

1. Students and Faculty of the College are entitled to use library.
2. The Teachers may from time to time retain such books as are necessary for purpose of their reference. Reference books may be lent for a week to members of the Faculty only.
3. Books of reference text books and rare collections shall not be lent out to the students.
4. All books taken on loan should be invariably deposit before long vocations.
5. Identity Card along with lending or reference card for library whichever is necessary must be produced to the librarian while issuing or reissuing any book.
6. Books taken out by the students shall not be retained for more than 10 days, from date of issue. If the due date happens to be a holiday the book must be returned on the next working day.
7. Any book may be recalled at any time even if the period of loan has not expired. The book shall be re-issued to the same borrower if he or she so desires after the purpose for which it was recalled.
8. Failure to return a book on the due date entails the students to pay a fine of Rs 2 per day up to 15 days a fine of Rs 10- will be charged per day of delay including the intervening holidays.
9. All such fines should be paid to the librarian and receipt for the amount should be obtained and preserved.
10. Failures either to pay the library fine due or to return the books within due date the student and teachers are liable for withdrawal of his/her privilege to borrow any books from the library till the overdue books are returned and dues cleared.
11. The making of books with ink or pencil, causing damage to bindings, the underling of pas sages, the writing or remarks or illustrations, tearing of pages, pictures etc. are absolutely forbidden.
12. If any book is lost, damaged, or multitude the borrower shall be required to replace the book with fine or pay such compensation as may be fixed by the principal. If any student does not pay such compensation, he shall not be allowed to appear in the Examination of University or any mark sheet or certificate shall not be issued to him.
13. If a book belonging to a set or series, is lost or damaged and a new volume is not separately available, the borrower shall be required to replace the whole set of series.
14. Before leaving the counter, Borrowers shall examine the books taken by them and point about any mutilation or defect in any book to the librarian and have these effects etc. noted by him otherwise the borrowers will be held responsible for any damage or mutilation observed at the time of return.
15. Strict silence is to be observed in the library.
16. The transfer or sub-lending of books is strictly prohibited.
17. Loss of Identity Cards, reference and lending card must be intimated immediately and Rs.50.00 will be charged for a new card.
18. Five borrowers' tickets and one membership card will be issued to each student member. The members are eligible for relating the books for 10 days and for two subsequent renewals. If the books are demanded by others, the librarian was the right to reject the proposal of renewal.





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19. Library Card is Compulsory for all the users. Library Card is strictly non-transferable.
20. Signing the Register Book Before accessing the library is compulsory.
21. Books can be borrowed after production of the Library card along with the requisition book.
22. Issued books along with the gate pass must be shown to the Security before leaving the Library.
23. Books once issued for home will not be allowed to be kept inside the library.
24. Reference books, books marked as library copy (L), current and back volumes of journals cannot be lent out.
25. Internet facility is available in the library.
26. Loss of library card must be reported to the librarian immediately .A sum of Rs .10/- will be charged for the issue of a duplicate card.
27. Library cards are to be returned and dues, if any, paid and a clearance to be obtained before taking a University Examination or terminating connection with the college.
28. Carrying of bags, folders, newspapers, personal books or any printed material, Walkman, palmtop, laptop, food articles etc .are strictly prohibited in the library. Mobile phones are to be kept switched off inside the library.
29. Students will maintain perfect silence and order inside the library. Anybody found sleeping; talking aloud, sitting in an improper manner and violating the general rules of Library conduct shall expose to severe penalties.
30. Group discussion or any kind of class meeting is not allowed in the library.
31. The library shall remain open from 8.30 A.M. to 10.00 P.M. on all working days of the week and on public holidays and Sundays from 10.00 A.M. to 5.00 P.M. The library timings can be changed whenever there is necessity (during the examination days and before the theory examination days).
32. Students are not allowed to take Library Books outside the Library and no student is allowed to bring his/her books into the library at any time.
33. All overdue books and journals not returned within 10 days must be called for by the librarian by sending a reminder through the Professor .If after 2 reminders the books or journals are not returned suitable action will be initiated against the individual.
34. Books which have been taken out are liable to be recalled at any time by the librarian if there is need for it. Books so called for shall be returned within two days from the date of call.
35. Every borrower shall be responsible for the safe custody and return of the books undamaged; and in the event of loss or damage, he shall replace the book or pay such amount as fixed by the Library Committee.
36. The librarian shall examine every book when returned and verify as to its condition.
37. The librarian shall maintain the necessary register showed details of issues and return of books.
38. The Library Committee shall have the power to refuse to issue books to those violating the rules.
39. The books newly received will be listed by the librarian and display the list for a period of 15 days.





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40. No single copy titles of common importance will be issued and they will be kept in the library for reference to the staff members.
41. Back numbers of all journals will be issued to the Faculty for a period of 10 days.
42. The Xerox facilities in the library can be availed by paying an amount of half rupee per page. One staff member in the library will be entrusted with this job.

The committee will collaborate to ensure the library remains a vibrant hub of knowledge, catering to the evolving needs of the institute's academic community.




PRINCIPAL / DIRECTOR
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KOTTARA CHOWKI
MANGALORE - 575 006



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LIBRARY FACILITIES

LIBRARY



A.J.I.M LIBRARY	
NO. OF BOOKS	16065
TITLES	4555
STACK BOOKS	13047
REFERENCE BOOKS	2256
GDS	651
PERIODICALS	37
NATIONAL J	23
MAGAZINES	14
NEWS PAPERS	09
HARDWARE CAMERA	10 MULTIMEDIAS, CC CAM
E-RESOURCES	NATIONAL DIGITAL LIBRARY, DELNET
E-BOOKS	4550

CHECK IN CHECK OUT





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INSIDE VIEW





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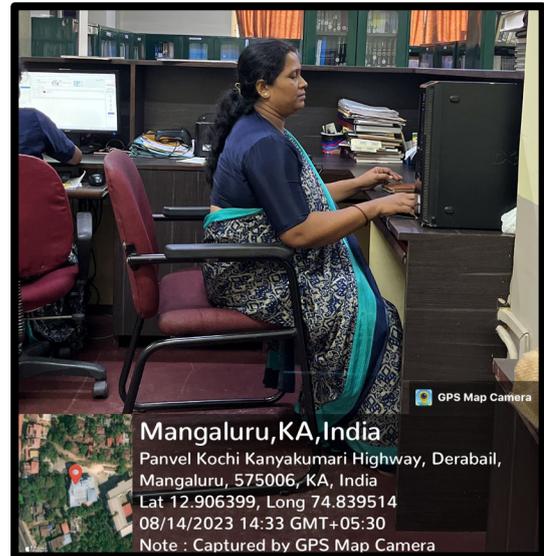
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LIBRARIAN



SUPPORTING STAFF



COMPUTERS FOR ACCESSING E-RESOURCES IN THE LIBRARY FOR STUDENTS





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MAGAZINES



Mangaluru, KA, India
Derabail, Mangaluru, 575006, KA, India
Lat 12.906379, Long 74.839666
08/14/2023 11:40 GMT+05:30
Note : Captured by GPS Map Camera

NEWSPAPER



Mangaluru, KA, India
Derabail, Mangaluru, 575006, KA, India
Lat 12.906470, Long 74.839685
08/14/2023 11:40 GMT+05:30
Note : Captured by GPS Map Camera

JOURNALS



Mangaluru, KA, India
Panvel Kochi Kanyakumari Highway, Derabail,
Mangaluru, 575006, KA, India
Lat 12.905633, Long 74.839306
08/14/2023 11:44 GMT+05:30
Note : Captured by GPS Map Camera



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REFERENCE AND OPEN ACCESS SECTION



STACK SECTION





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STAFF GATE REGISTER

Prashanth Shetty							
27/4/22	3:30-PM	2:45-PM	Prashanth	28/4/22	3:30 PM	4:00 PM	Prashanth
29/4/22	3:30-PM	4:00 PM	Prashanth	29/10/22	9:10 AM	9:15 AM	Prashanth
4/5/22	4:30-PM	4:45 PM	Prashanth	3/11/22	4:30 PM	4:45 PM	Prashanth
7/5/22	3:00 PM	3:10 PM	Prashanth	8/11/22	4:30 PM	4:50 PM	Prashanth
10/5/22	4:10 PM	4:40 PM	Prashanth	9/11/22	11:30 AM	11:40 AM	Prashanth
13/5/22	4:00 PM	4:35 PM	Prashanth	10/11/22	11:00 AM	12:00 PM	Prashanth
16/5/22	4:00 PM	4:20 PM	Prashanth	15/11/22	12:00 PM	12:30 PM	Prashanth
8/6/22	4:35 PM	4:50 PM	Prashanth	19/11/22	12:00 PM	12:30 PM	Prashanth
10/6/22	4:40 PM	4:45 PM	Prashanth	19/11/22	12:00 PM	1:00 PM	Prashanth
16/6/22	3:45 PM	4:15 PM	Prashanth	21/11/22	5:00 PM	3:40 PM	Prashanth
23/6/22	4:00 PM	4:30 PM	Prashanth	22/11/22	3:30 PM	4:00 PM	Prashanth
28/6/22	4:00 PM	4:40 PM	Prashanth	29/11/22	9:30 AM	10:30 AM	Prashanth
2/7/22	12:30 PM	12:45 PM	Prashanth	30/11/22	9:45 AM	10:40 AM	Prashanth
6/7/22	12:40 PM	1:10 PM	Prashanth	2/12/22	3:45 PM	4:00 PM	Prashanth
8/7/22	1:00 PM	1:15 PM	Prashanth	12/12/22	4:00 PM	4:15 PM	Prashanth
12/7/22	3:00 PM	3:30 PM	Prashanth	16/12/22	4:00 PM	4:20 PM	Prashanth
16/7/22	12:00 PM	12:45 PM	Prashanth	21/12/22	12:30 PM	12:45 PM	Prashanth
25/7/22	4:00 PM	4:30 PM	Prashanth	27/12/22	12:00 PM	12:10 PM	Prashanth
28/7/22	4:00 PM	4:30 PM	Prashanth	31/12/22	11:00 AM	11:10 AM	Prashanth
29/7/22	12:40 PM	1:00 PM	Prashanth	4/1/23	11:00 AM	12:00 PM	Prashanth
4/8/22	12:45 PM	12:50 PM	Prashanth	6/1/23	10:30 AM	10:45 PM	Prashanth
10/8/22	4:30 PM	4:40 PM	Prashanth	11/1/23	3:45 PM	4:00 PM	Prashanth
13/8/22	9:15 AM	9:20 AM	Prashanth	12/1/23	11:00 AM	11:30 AM	Prashanth
19/8/22	4:15 PM	4:20 PM	Prashanth	14/1/23	10:20 AM	10:30 AM	Prashanth
21/8/22	4:45 PM	4:50 PM	Prashanth	19/1/23	11:00 AM	11:10 AM	Prashanth
27/8/22	12:40 PM	1:00 PM	Prashanth	27/1/23	11:00 AM	11:15 AM	Prashanth
3/9/22	1:00 PM	1:05 PM	Prashanth	28/1/23	9:30 AM	10:00 AM	Prashanth
6/9/22	3:30 PM	3:50 PM	Prashanth	30/1/23	10:20 AM	10:30 AM	Prashanth
7/9/22	3:00 PM	3:20 PM	Prashanth	01/02/23	10:00 AM	10:05 AM	Prashanth
12/9/22	4:00 PM	4:20 PM	Prashanth	2/2/23	10:00 AM	10:10 AM	Prashanth
17/9/22	12:30 PM	12:40 PM	Prashanth	3/2/23	11:00 PM	11:10 AM	Prashanth
27/9/22	12:45 PM	1:00 PM	Prashanth	6/2/23	3:20 PM	3:40 PM	Prashanth
7/10/22	11:30 AM	12:00 PM	Prashanth	9/2/23	3:45 PM	3:55 PM	Prashanth
12/10/22	12:00 PM	12:15 PM	Prashanth	10/2/22			Prashanth

STUDENT GATE REGISTER

	Prashanth	9:15	9:40	
	Haritha VV	11:15	12:55	
	Nagashree	12:00	12:45	
	Prashanth	12:30	12:45	
	Linda	12:35	1:15	
	Harshitha	12:35	1:30	
	Rajash	12:36	12:40	
	Reena	12:36	12:55	
	Maya	1:10	1:30	
	Shreelax	2:25	4:30	
	Sruithika	2:25	4:30	
	Shushru	2:00	4:25	
10/2/23	Ashitha	8:45	9:15	
	Praveen	11:00	11:00	
	Jessni	9:10	9:20	
	Haritha	9:10	9:20	
	Vaishu	9:10	9:20	
	Janki	9:10	9:25	
	Neeeraj	9:15	9:30	
	Niyali T	9:15	9:21	
	Pranav K	9:15	9:30	
	Rahmiz	9:15	9:30	
	Maya S	9:15	9:30	
	Linda	9:15	9:30	
	meelu	9:15	9:30	
	Linda	9:15	9:30	
	Harshitha	11:15	11:15	
11/2/23	Rathna	9:15	9:20	
11/2/23	Mandara	9:20	9:25	
	Josmi	9:20	9:25	
	Gunjan	12:00		

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EXPENDITURE DETAILS

CONSOLIDATED EXTRACT OF EXPENDITURE FOR PURCHASE OF BOOKS AND JOURNALS DURING THE LAST FIVE YEARS



A. J. INSTITUTE OF MANAGEMENT

A Unit of Laxmi Memorial Education Trust (R)

Kottara Chowki, ByPass Road,
Ashoknagar Post,
Opp. Mahindra Showroom,
Mangalore - 575 006.
Karnataka, India.

Tel : 0824-2455340, 4283848, 4283581

Fax : 0824-2455340

E-mail : ajimmangalore@rediffmail.com

directorajim@rediffmail.com

Website : www.ajimmangalore.ac.in

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Library Procurement for the Last 5 years (2018-2019 to 2022-2023)

Year	Books			Journals		Online E - Journals	E - Books	Total Amount (Rs.)
	Acc. No of Books	No. of Books Procured	Amount (Rs.)	Total No.	Amount (Rs.)	Amount (Rs.)	Amount (Rs.)	
2022-2023	15781-15943	162	93,276	40	71,372	13,570	-	1,78,218
2021-2022	15704-15780	76	91,163	38	1,10,292	13,570	-	2,15,025
2020-2021	15577-15703	126	32,570	40	1,11,308	13,720	20,254	1,77,852
2019-2020	15060-15776	716	2,14,972	41	83,517	1,25,057	-	4,23,546
2018-2019	14830-15059	229	86,646	42	78,922	1,75,000	-	3,40,568