# DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE PG LIBRARY PROFILE



### SAROJINI NAIDU VANITA MAHA VIDYALAYA

(Sponsored & Managed Jointly by Osmania Graduates Association & Exhibition Society)

Exhibition grounds Hyderabad-500001 T.S PH: 040-29555676

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### **Introduction:**

Sarojini Naidu Vanita Maha Vidyalaya was established in 1962 as an undergraduate college. The P.G. courses were introduced in 1988 to cater the growing urge for higher education in women. Initially a few racks in the UG Library were used to shelve the PG books. Later in 1993 a separate PG Library was setup keeping in view the convenience and growing requirements with the addition of new PG Courses.

The courses offered initially were M.A. (English) and M. Com with strength of 40. Later other courses were added like M.Sc. (Botany) and M.Sc. (Zoology) in 1991 and M.Sc. (Chemistry) in 2002. and M.Sc. (Physics) in 2006. Recently M.Sc (Nutrition and Dietetics) was added in 2021. The PG Library has an exclusive collection in separate racks for all the 6 courses, which are classified accordingly.

Initially the MBA Library was clubbed in this library, but in 2006 it has been shifted to the MBA Block

The PG Library is under the Charge of Mrs. S.Nagamalleswari, M.A., MLIS, since 2014. She is being assisted with members.

S.No.	Library Staff	Designation
1	Mrs. S.Nagamalleswari, M.A, MLIS	Librarian
2	Mr. Padma	Aaya

During the early years of its inception Ms. G.Y. Madhavi (1993-94), Mrs. D. Rama (1994-98) have held the post of Librarian, Mrs. K. Krishnaveni during (1998-2007), Mrs. Florence form 2007 - June 2010, by Mrs. V. Revathi 2010 August-2014

# **BIODATA**

Name	S.Nagamalleswari	
Date of Birth	<u>18-12-1979</u>	9.6
Postal Address	3-10-63,Gokhale	
with	Nagar, Ramanthapur, Hyderabad, 500013	1 200
PIN Email	9441209907 sammetanagamalleswari@gmail.com	
<u> 2man</u>	Sammetanagamaneswari(a/gman.com	
	I EC BY HD	

Academic qu	ualifications (begin	ning with SSC and endin	g with la	test)
Qulification	Specialization or major subjects	Board/university	Year passed	%marks/ division
MA	Socialogoy	Dr.B.R Ambedkar Open University	2017	61%first
MLISc	Master's in Library & Information Science	Dr.B.R Ambedkar Open University	2016	55%Second
BLISc	Bachelor's DEGREE ION Library & Information Science	Dr.B.R Ambedkar Open University	2012	60%first
CLISc	Certificate in library science	Office of the commissioner for government examinations	2008	59.6% Second
B.A	H.E.P	S.B.V.D Sabha Degree College Pullampet	2007	

# **Library Committee:**

To render better services, we are being advised by the following committee members

- Dr.Shobana Despanday
- Mr.K.Subba Rao
- Ms.Mariya Sheema
- Ms.S.Nagamalleswari

Chairman(principal)

Member (PG Director)

Member (Faculty PG)

Secretary(Librarian PG)

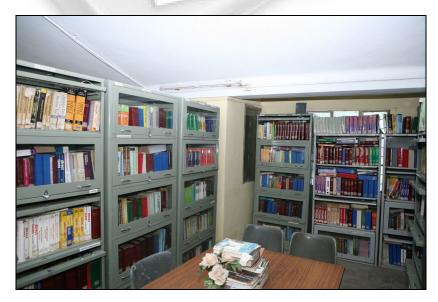


### **Infrastructure:**

The total plinth area of the PG library is 138 Sq.m. (1230 sft)

The details of the various sections of library are given below

- 1. The Stack Section is provided with
  - a. Eleven Steel Almirahs each of five rows
  - b. Five Steel Book Shelves each of five rows
  - c. Thirty Five Steel Book Shelves each of four rows and Ten books shelves(Open)with five rows each
- 2. Two Steel Catalogue Cabinets with the Catalogue Cards
- 3. Two wooden boxes each of three divisions to keep the Borrower's Cards
- 4. One Librarian Counter and two systems used for the transactions of the library
- 5. The Reading Section is divided into two parts one in the general reading section with four big tables and four small tables and the other in the Reference Section with two big reading tables.
- 6. The library has a seating capacity of 50.
- 7. The Reference Section is provided with eight bookshelves with four rows in each with glass doors.
- 8. There are three Almirahs and two open racks to stack the back volumes of the different journals



**Stack Section** 

### **Collection of Books:**

The PG Library has a varied collection of valuable books of not only subjects taught in the college but also books of general interest and of perennial literary value. The library stacks over 11221books accessioned till March 0207/2024.

The course-wise total number of books in the PG Library is furnished below:

S.NO.	COURSE	NO. OF	NO. OF
	AT THE RESERVE OF THE PARTY OF	BOOKS	TITLES
1	M.A. (ENGLISH)	3048	2236
2	M.COM	3228	1123
3	M.Sc. (BOTANY)	1671	887
4	M.Sc. (ZOOLOGY)	1013	514
5	M.Sc. (CHEMISTRY)	1328	741
6	M.Sc. (PHYSICS)	864	355
7	M.Sc (NUTRITION AND DIETETICS)	69	31
8	DONATED BOOKS	367	

The Staff members are very generous in donating the books, which are useful to the students during their retirement as well as in service, increasing the number of Books on Gratis.

Note: The details of the year wise purchase of the books for 5 years are given in the Annexure-I and of periodicals for 3 years in Annexure – II.

### **Library Services:**

### **Reference Section:**

There are 1240 books of all the seven courses placed in 8 separate racks. There is a valuable collection of books in this section apart from the regular course material, Dictionaries, Encyclopedias, and sets of volumes. Many foreign author books are also present for in-depth knowledge of the subject.

The new Dictionaries in reference section are listed below

S.NO.	NAME OF THE DICTIONARY
1	NTC's Dictionary of American English Pronunciation
2	Dictionary of Literary Terms
3	Dictionary of Acronyms and Abbreviations
4	NTC's Dictionary of Word Origins
5	Dictionary of Grammar Terminology
6	Oxford Concise Dictionary of Literary Quotations
7	Cambridge English Pronouncing Dictionary with CD
8	Dictionary of Zoology
9	Dictionary of Ecology & Environment
10	A Dictionary of Literary Terms – Martin Gary & Amrita Sharma
11	A Dictionary of Literary Terms – Duffy & Pettit
12	Dictionary of Feminist Theory

### **Reading Section:**

The Reading Section is divided into two parts

- First Section in the general reading area with four big reading tables and four small reading tables.
- > Second Section in the Reference Section with two big reading tables
- > The Library has the seating capacity of 40 students at a time



Reading Section

A good collection of Journals is available with 38 Journals and Magazines with five News papers; four in English and one in Telugu.

### **Audio-Visual Wing:**

There is a good collection of Audio-Visual Aids in the PG Library. There are also many CD's, which come along with the book.

Note: A list of the CD's and cassettes is enclosed in the Annexure III.

### **Issues & Returns:**

- ➤ M.A. and M.Com. Students are issued 5 books for a period of 10-15 days depending on the demand for the book.
- ➤ All the M.Sc. Students are issued 4 books for a period of 10-15 days based on the demand for the book.
- The books are called back for if there is a demand for and also reserving of books is available.
- ➤ The Journals are also issued to the Staff and Students and students can avail this facility of borrowing 2 journals for one week.
- ➤ The latest volumes of the Journals are not issued keeping in view the demand for their reference in the Library.

### **Library Automation:**

The Library has been automated using the Advanced Systems & Solutions software the "<u>ALARM</u>", which was inaugurated by Sri B. Ramchander Rao, Hon. Secretary & Correspondent on 28<sup>th</sup> September, 2011. All the library transactions (issues and returns) are done using this software. There is a facility of Open Access to the students through OPAC.



Honorary Secretary Shri B. Ramchander Rao inaugurating the Library Automation



Issues and returns

The Automation software of the library has been changed to NEWGENLIB software of Verus Solutions, which provides a better online service than the previous one. It has been launched in the month of July 2012. Presently, all the library transactions are carried out using this NEWGENLIB software.

#### e-Resources:

N-LIST and J-Gate are the new e-resources available in the PG Library. National Library and Information Services Infrastructure for Scholarly Content (N-List) provides over 75000 e-books and above 3000 e-journals in various subjects. J-Gate is a gateway of information to above 28400 Scholarly Research and Professional e-journals in the seven different subject groups out of which Social Sciences and Management are subscribed.

### **Intra Library Loan**

Intra library loan facility is there between the U.G., P.G., MBA and Pharmacy libraries.

#### **Back Volumes of Journals & Periodicals:**

Special efforts are made to preserve valuable journals & periodicals that are subscribed. Most of the back volumes of the journals are bound according to their importance and systematically arranged.

### **News Paper Clippings:**

There is a documentation maintained of the News Paper Clippings, which is useful for the student's reference depending on the content.

These Back Volumes and Clippings are of immense use for the students in developing research activity.

### **Project Reports:**

The project reports, which are submitted by the M.Com students, are preserved in the library for the reference of the fresh students. Presently, the library possesses the reports submitted of about 8-10 Batches of students.

### **Students Orientation:**

Every year the Library holds an Orientation Programme to the fresher's about the library facility, services, issues & returns etc. The Lecturers also do this to their respective students. This paves the way for the new students to understand the library transactions and also at the same time makes them familiar to their subject books. A brief introduction of the journals and their uses like the current trends in their subjects, job news, information of the current news and events is also given to the students.



### **Technical Services:**

All the books in the Library are classified as per 22<sup>nd</sup> edition of the Dewey Decimal Classification Schedule. The cataloguing is done using the Anglo American Cataloguing Rules Vol-2 (AACR-2). The cataloguing is in progress.

### **Funding Source:**

The budget for the PG Library is allotted depending on the Student's Special Fee collected through which most of the purchases are done. The Management also has been very liberal in contributing their part of expenditure whenever an additional need arises.

### **Visitor's Register:**

Two gate registers are maintained separately to record the details of the students and staff visiting the library. A Visitor's Register is also maintained to register the special visitors to the library.

### **Library Events:**

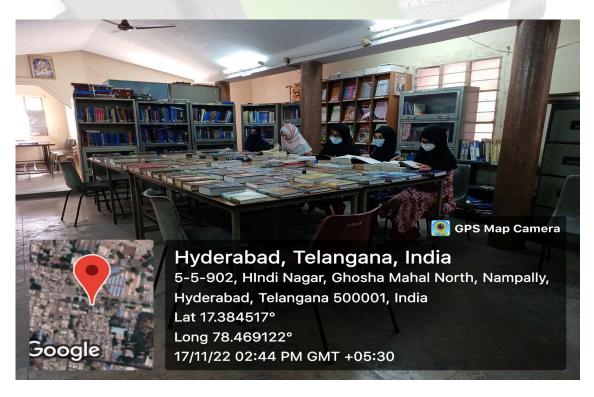
One Day National Seminar on Changing Horizons in Libraries Organized
 Jointly By Sarojini Naidu Vanita Maha Vidyalaya, Exhibition Grounds, Hyderabad &
 Telangana Library Association (TSLA), Hyderabad





Sri Bokkena Gangadhar (Digital Coach learning Academy) delivering guest lecture during the National seminar

• Book Exhibition and Guest Lecture: As a part of Library Week Celebrations



Display of books as a part of Library Week organized on November 14<sup>th</sup> -21<sup>th</sup>, 2022



Dr. Ravi Kumar Chegonl delivering guest lecture during the Library Week

### Library activities:

- On The Occasion Of National Library Week The Book Review And Elocution Competition Was Conducted On 18<sup>th</sup> November 2022 For PG And MBA Students.
- The winners are

	ELOCUTION COMPETITION				
1	O.PHEBE	MSc Zoology	I		
2	Kulsum Fathima	MSc Chemistry	II		
3	B. Stella	MSc Chemistry	III		

	BOOK REVIE	EW COMPETITION	
1	Jerusha Joy	MSc Chemistry	I
2	Sakshi Tivari	MSc Zoology	II
3	B.Esther Rani	MSc Zoology	III
4	MAHREEN	MSc Zoology	Consolatio n

• Staff and students attended the seminar along with Dr. BR Ambedkar Library



Bharat Ratna Dr. B.R. Ambedkar Memorial Library, O.U.



STAFF AND STUDENTS ATTENDED THE SEMINAR ON MILLETS

**78<sup>th</sup> United Nations Day Celebration 2023** 

Theme of the Year: International Year of Millets

OU Library And Collaboration With Agriculture University Conducted The Seminar On millets on 28th October 2023.library staff and students of Vinita college attended the seminar at Human Capital Development Centre (HCDC), OU

# Seminar /Webinar attended by the library staff:

- ➤ Ms. S. Nagamalleswari attended national seminar on "library Resources for Teaching and Research-Opportunities and Challenges" on 30th November, 2018.
- ➤ .Ms. S. Nagamalleswari attended national seminar on "PLAGIARISM / ACADEMIC MISCONDUCT" held at IIMC, Hyderabad on 1<sup>st</sup> March 2020.
- ➤ Ms. S. Nagamalleswari attended international webinar on "Open Access" on the Occasion of National Library Week on 14th November, 2021.
- ➤ Ms. S. Nagamalleswari attended Orientation programme organized by OGA & Exhibition society on 6th June 2023.
- ➤ Ms. S. Nagamalleswari attended 78<sup>th</sup> United Nations Day Celebration 2023 Theme of the Year: International Year of Millets OU Library and Collaboration with Agriculture University Conducted The Seminar On millets on 28th October 2023
- Ms. S. Nagamalleswari attended one-day seminar being organized jointly by Sarojini Naidu Vanita Maha Vidyalaya and TSLA on 9th December 2023

### **Future Plans:**

- > To facilitate the students who are visually challenged by providing some audio aids
- > To develop an institutional repository and pave the way in developing a Digital Library
- > To facilitate Intra-library loan through centralized system.
- ➤ Online subscription of Journals & Periodicals
- > Subscription of e-Journals
- > To enrich the library with more useful books as well as to increase the number of books to facilitate the students to excel in their fields
- > To provide systems in the library for students to increase their understanding on internet facility and uses of browsing
- > To orient students to develop their reading habit

# ANNEXURE – I NUMBER OF BOOKS PURCHASED AND AMOUNT SPENT SINCE 6 YEARS (COURSE WISE & TOTAL)

SUBJECT	2017-2018		2018-20	2018-2019		2019-2020	
	No. of	Total	No. of	Total	No. of	Total	
	Books	Amount	Books	Amount	Books	Amount	
		Spent		Spent		Spent	
English	41	10743.00	10	10625.00	61	39644.00	
Commerce	15	7396.00	37	20129.00	35	19854.00	
Botany	27	14479.00	38	20006.00	33	23807.00	
Zoology	12	17420.00	2	23913.00	19	25363.00	
Chemistry	18	10977.00	20	18871.00	37	24966.00	
Physics	20	9886.00	20	10291.00	18	9871.00	
TOTAL	133	70900.00	127	103835.00	203	143505.00	

SUBJECT	2020-2021		2021-20	2021-2022		2022-2023	
	No. of Books	Total Amount	No. of Books	Total Amount	No. of Books	Total Amount	
		Spent		Spent		Spent	
English	-	-		_	1.7-	-	
Commerce	- //	-	11 -	-	-	-	
Botany	- \		1	-	25	15095.00	
Zoology	-	- 1	5	574.00	12	14378.00	
Chemistry	-	100	2	25985.00	5	8017.00	
Physics	-	- 1 10	-//	-	19	12791.00	
Nutrition	-	- \\\	12	28674.00	51	24642.00	
TOTAL	-	-	19	55233.00	112	74923.00	

ANNEXURE – II

# AMOUNT SPENT ON BOOKS JOURNALS & PERIODICALS SINCE 6 YEARS (COURSE WISE & TOTAL)

SUBJECT	2017-2018 Total Amount Spent	2018-2019 Total Amount Spent	2019-2020 Total Amount Spent
English	19722.00	18954.00	39644.00
Commerce	15241.00	30084.00	19854.00
Botany	20679.00	26206.00	23807.00
Zoology	26015.00	32568.00	25363.00
Chemistry	20577.00	28471.00	24966.00
Physics	14496.00	14711.00	9871.00
TOTAL	116730.00	150994.00	143505.00

SUBJECT	2020-2021 Total Amount Spent	2021-2022 Total Amount Spent	2022-2023 Total Amount Spent
English	108	-	-
Commerce	- 1987	-	-
Botany	-	-	34095.00
Zoology	-	574.00	28178.00
Chemistry	-	25985.00	21017.00
Physics	-	-	24071.00
Nutrition	-	28674.00	30142.00
TOTAL	-	55233.00	137503.00

# ANNEXURE – III

# DICTIONARIES:

S.NO.	TITLE
1.	Viva's Dictionary of Literary Terms
2.	New Oxford Dictionary of English
3.	The Penguin Dictionary of Quotations
4.	Dictionary of Philosophy
5.	Brewer's Dictionary of 20 <sup>th</sup> Century Phrase and Fable
6.	A Student's Dictionary of Language and Linguistics
7.	Dictionary of Literary Biography
8.	The Concise Oxford Dictionary of English Literature
9.	Oxford Dictionary of Phrasal Verbs
10.	NTC's Dictionary of Common Errors
11.	The Oxford Concise Dictionary of English Entomology
12.	NTC's Dictionary of Theatre and Drama Terms
13.	Oxford American Desk Dictionary
14.	A Dictionary of Linguistics and Phonetics
15.	Dictionary of Fine Arts
16.	Oxford Dictionary of English Idioms
17.	Everyman's English Pronouncing Dictionary
18.	Laurance Clorlang Dictionary of Confusable Words
19.	NTC's Dictionary of Phrasable Verbs
20.	Oxford Advanced Learner's Dictionary
21.	A Dictionary of Stylistics
22.	Oxford Dictionary of the World
23.	Learner's Dictionary of English Idioms
24.	Viva's Dictionary of Grammar Terminology
25.	Viva Thesaurus of Every Day American English

26.	Viva Dictionary of Acronyms and Abbreviations
27.	Oxford Dictionary of Modern Slang
28.	Oxford Dictionary of Current Ideomatic English
29.	NTC's Super Mini Dictionary Modern British Slang
30.	Rogets International Thesaurus
31.	Viva Students Thesaurus
32.	NTC's Dictionary of American English Pronunciation
33.	Dictionary of Literary Terms
34.	Dictionary of English Idioms
35.	Dictionary of Acronyms and Abbreviations
36.	NTC's Dictionary of word origins
37.	Dictionary of Grammar Terminology
38.	Oxford Concise Dictionary of Literary Quotations
39.	Cambridge English Pronouncing Dictionary
40.	Dictionary of Literary Terms – Gary Martin
41.	Dictionary of Feminist Theory
43.	Dictionary of Science
44.	Dictionary of Ecology and Environment
45.	Johnson's Dictionary
46.	Larouse Dictionary of Painters
47.	Dictionary of Chemistry
48.	Dictionary of Chemical Terms
49.	Hawley's Condensed Chemical Dictionary
50.	Dictionary of Zoology
51.	Dictionary of Botany
52.	Dictionary of Plant Breeding and Seed Technology
53.	Dictionary of the Flowering Plants
54.	Dictionary of Chemical Formulae
55.	Biology Dictionary
L	•

56.	Dictionary of Plant Tissue Culture
57.	A Dictionary of Ecology, Evolution and Systematics
58.	International Dictionary of Management English

# ENCYCLOPEDIAS:

# Language and Literature

S.No.	Name of the Encyclopedia
1.	Encyclopedia of Myth and Legend in Art, Religion, Culture and Literature -7 Volumes
2.	Encyclopedia of Commonwealth Literature –2 Volumes
3.	Concise Encyclopedia of the World-2 Volumes
4.	The Reader's Digest Great Encyclopedia –3 Volumes
5.	Encyclopedia of Post Colonial Studies
6.	The Linguistics Encyclopedia
7.	The Penguin Encyclopedia of Ancient Civilizations
8.	Encyclopedia of Language
9.	Visual Encyclopedia
10.	The Cambridge Encyclopedia of English Language
11.	The Cambridge Encyclopedia of English Language
12.	The History of the English Novel

# <u>Commerce</u>:

1.	Encyclopedia of Commerce and Management –25 Volumes

# Zoology:

1.	Encyclopedia of Animal Physiology 12-Volumes

# ANNEXURE –IV PG Library Journals and Periodicals (2018)

S.No	Title	periodicity
	TIL D. 1:	D: 1
1.	The Remarkings	Biannual
2.	Literaria	Halferly
3.	IUP Journal of English Studies	Quarterly
4.	Indian Journal of Gender Studies	Yearly
5.	Indian Journal of Marketing	Monthly
6.	Indian Journal of Finance	Monthly
7.	Indian Management	Monthly
8.	Business India	Monthly
9.	IUP Journal of Management Research	Quarterly
10.	IUP Journal of Organizational Behaviour	Quarterly
11.	Journal of Genetics	Quarterly
12.	Journal of Bioscience	Quarterly
13.	International Journal of Bio Resource & Stress	Quarterly
	Management	
14.	Indian Journal of Biotechnology	Quarterly
15.	Indian Silk	Monthly
16	Current Science	Fortnightly
17.	Indian Journal of Endocrinology & Metabolism	Bimonthly
18	Indian Journal of Sericulture	Biannual
19	Indian Journal of Chemistry B	Monthly
20.	CSIR News	Monthly
21.	International Journal of Chemical Sciences	Quarterly
22.	Journal of Chemical Sciences	Bimonthly
23.	Pramana, Journal of Physics	Monthly
24.	Resonance	Monthly
25.	Linux For You (Open Source for You)	Monthly
26.	Electronics For You	Monthly

# LIST OF JOURNALS & PERIODICALS FOR THE YEAR OF 2023

# **BOTANY**

S.No.	Title of the	No. of	National/Inter
	Journal/Periodical	issues/yr	national
1	International Journal of	2/yr	International
	Horticultural & Crop		
	Science Research		
2	International Journal of	2/yr	International
	Biotechnology &		
	Biochemistry		3.
3	International Journal of	2/yr	International
	Applied Environmental		Contract of
	Science		State Services
4	International Journal	6/yr	International
	Of Herbal Medicine	16750	
5	Journal of medicinal	6/yr	National
400	plants studies		
6	Plants and	4/yr	National
	<u>Environment</u>		Targetti I

# ZOOLOGY

S.No.	Title of the Journal	No. of	National/Inter
	/Periodical	issues/yr	national
1	International Journal	2/yr	International
	Of Advanced Scientific		
	Research		
2	International Journal	6yr	International
	Of Fisheries and		
	Aquatic Studies		
3	International Journal	2/yr	International
	Of Environmental		
	Research And		
	<u>Development</u>		
5	Journal of Entomology	6/yr	National
	and Zoology Studies		
6	Biology Today	12/yr	National

# **CHEMISTRY**

S.No.	Title of the	No. of	National/Inter
	Journal/Periodical	issues/yr	national
1	International Journal of	2/yr	International
	Advanced Chemistry		
	Research		
2	International Journal of	2/yr	International
	Chemistry and		
	Applications		
3	Advanced Journal of	4/yr	National
	Chemistry-Section B		
4	Journal of Chemical	4/yr	National
	Reviews		

# **PHYSICS**

S.No.	Title of the Journal/	No. of	National/Inter
_450	Periodical	issues/yr	national
1	International Journal of	2/yr	International
1	Materials Physics		44.00
A			The state of the s
2	Indian Journal of	2/yr	National
	Material Sciences and	(1)	
1	Technology		1977
3	Indian Journal of	2/yr	National
	Mechanics and		
	Thermodynamics		

# **NUTRITION**

S.No.	Title of the Journal/	No. of	National/Inter
	Periodical	issues/yr	national
1	Indian Journal of	2/yr	National
	Nutrition & Dietetics		
2	Journal of Current	2/yr	National
	Research in Food		
	Science		
3	International Journal of	6/yr	International
	Food Science and		
	Nutrition		

### MAGAZINES FOR GENERAL READING

S. No.	NAME OF THE MAGAZINE/PERIODICAL	PERIODICITY
1.	Science Reporter	Monthly
2.	Biology Today	Monthly
3.	National Geographic	Monthly
4.	Competition Success	Monthly
5.	Frontline	Monthly
6.	Femina	Monthly
7.	Down to Earth	Fortnightly
8	Vijetacompetitions	Fortnightly
9.	Employment News	Weekly

# THE FOLLOWING ARE THE NEWS PAPERS PURCHASED

S.NO	NAME OF THE NEWS PAPER	LANGUAGE
1	The Hindu	English
2	The Economic Times	"
3	Deccan Chronicle	"
4	Indian Express	"
5	Andhra Jyothi	Telugu

# ANNEXURE - V

# II. List of Video Cassettes - MSC (Zoology)

S.No.	Title
1.	Strange Creatures of the Night
2.	Realm of the Aligator
3.	Dive to the edge of creation
4.	Search for the Great Apes
5.	Australia's Animal Mysteries
6.	The trials of life

# III. List of Audio Cassettes - MA (English)

1.	Pamela Rogerson & Judy	Speaking Clearly
	Gilbert	
2.	Radhakrishna Pillai	Spoken English for you – Level II

### IV. List of Audio Cassettes - General

S.No.	TITLE
1.	Songs of National Language
2.	Aazaadi ke Geeth
3.	Ustad Amzad Ali Khan
4.	My Pledge to Freedom
5.	BBC World –2

# I. List of CDs - MA (English)

S.No.	Company	Title
1.	Audio Company	The Norton Anthology of African American Literature
2.	Cambridge University Press	Cambridge Grammar of English
3.	Cambridge University Press	English Pronunciation in use
4.	The Learning Company	Learn to Speak English

# II. List of CDs - MSc (Zoology)

S.No.	Title
1.	Medical Cell Biology by Steven Goodman

### III. List of CDs - MCom

S.1	No.	TITLE
1	L.	Planning your CPD
2	2.	Professional Presentations-a Video based course
3	3.	Accounting Standards & Corporate Accounting practices 7 <sup>th</sup> ed by T.P. Ghosh

# IV. List of CDs of Computers

S.No.	TITLE
1.	Office 2000
2.	Computer Fundamentals 4 <sup>th</sup> ed by Pradeep Sinha based course
3.	Organic View System- Requirements and installation instructions

# V. List of CDs - Physics

S.No.	TITLE
1.	Digital Design
2.	Digital Principles & Design
3.	8083 Microprocessor Programming & Interfacing the PC- A 86 Assembler & D 86 Debugger to Accompany
4.	The 8051 Microcontroller
5.	Microprocessor Architecture Programming & Applications with the 8085
6.	Programming & Customizing the 8051 Microcomputer
7.	Engineering Electromagnetics
8	8085 Simulator

# VI. General CDs

S.No.	TITLE
1.	Webster's World Encyclopedia 2004