

H.B.T. Medical College & Dr. R. N. Cooper Municipal Gen Hospital, Mumbai

# **CENTRAL LIBRARY**

#### **ABOUT US**

The Central Medical Library of the institute occupies a place of pride in HBT Medical College and Dr. R. N Cooper Municipal General Hospital and is an essential component of the institute's quality research and education mission. The newly established state-of-the-art Central Library is situated in the new building of HBT Medical College and enables learning and advancement of knowledge. The library is equipped with modern technology and provides various library services considering standards given by the 'National Medical Council'. It can be termed as a 'Hybrid library' with the best of print and digital collection.

For hustle free transactions, a library facilitates an automated library system using library management software called SLIM. It caters to the information needs of Medical Professionals, Students and Faculty. With area of 3200 Sq.mts, it provides separate reading rooms for undergraduate, post-graduate and faculty members, a compact stacking room with a capacity of more than one lakh books, periodicals, the internet and a digital library.

#### LIBRARY STAFF

The Library has Professional as well as Non-professional staff working efficiently for the development and advancement of the library and its services.



MRS. PRADNYA P BAPAT (MLISC)

Chief Medical Librarian

# **WORKING HOURS**

Monday to Saturday: 9.00 am to 5.00 pm

Library will remain close only on Sunday & other Public Holidays in the year.

Administrator and Librarian have power to change above rules and regulations if require.



MR. SUDARSHAN P KAMBLE (B.COM)

Hamal

# **CONTACT US**



hbtmclib@gmail.com



https://hbtmc.edu.in/library



Extension: 172

022-26207257/ 022-26207256

#### LIBRARY BUDGET

The library receives an annual budget for its effective functions, activities, programmes and services throughout the year. The current budget expenditure of the library is Rs 1,50,00,000/-

#### LIBRARY USERS

Our Central Library caters to the information needs of students, faculty, researchers and scholars in medicine and allied fields. Library users include:

<b>Undergraduate Students</b>	1000
(MBBS)	
<b>Post-Graduate Students</b>	102
<b>Full Time Teaching Staff</b>	141
<b>Nursing Students</b>	86
Residents	103

### LIBRARY BUILDING

The newly established state-of-the-art Central Library is situated in the new building of HBT Medical College. The Library is a four-storied building with a total carpeted area of 3200 Sq.mts. The library provides more than 200 seating capacity each at ground and first floor. The library layout is as follows:

Floors	Sections
Ground Floor	<ul> <li>UG Reading Area (24/7 available)</li> <li>PG Reading Area (24/7 available)</li> <li>Book Bank Section</li> <li>Home Lending Section</li> <li>Audio-Visual Section</li> <li>Photocopy Section</li> <li>Digital Library</li> </ul>
First Floor	<ul> <li>Chief Librarian's Cabin</li> <li>Library Staff Area</li> <li>Books Collection</li> <li>Journals Section</li> <li>Journals Administration Section</li> <li>Book Administration Section</li> <li>Binding Section</li> <li>Student Reading Area</li> <li>Faculty Reading Area</li> </ul>
Second Floor Fifth Floor	Tract Compact Shelves Digital Library

# LIBRARY COLLECTION

The library has a specialized collection in Medicine and its allied fields. The library can boast of a rich collection of books, periodicals, theses & CDs/ DVDs. Along with the traditional collection, it has a significant digital collection as well. It has access to well-known Online Medical Databases for students. Students can access 'Medical Literature Analysis and Retrieval System (MEDLARS) from the library. 'MEDLARS' search services are available around the world without charge.



## LIBRARY FACILITIES

#### **Reading Space**

- Library has separate reading area for UG students, PG students and Faculty.
- Reading area at Ground floor of the library will be available 24/7 for the students.
- Library has Open Access system. It is under CCTV surveillance 24/7.
- Library building is fully air-conditioned.

#### **Remote Access**

• The Online Journals and Databases subscribed by the library can be accessed by users off campus with remote login.

# **Digital Library**

- Digital Library is available for the users where they can access computers and internet.
- Library provides 52 internet nodes for the users to access internet in the library.
- Students can access 'Medical Literature Analysis and Retrieval System (MEDLARS)' from the library. MEDLARS search services are available around the world without charges.

#### **Library Automation**

- Library has used SLIM Library management system to automate the library functions.
- Library provides computerized issue and return of books.
- Library provides Online Public Access Catalogue (WEB OPAC) to search for books and other materials available in the library.

#### **Home Lending and Book Bank Facility**

• Home Lending and Book Bank facility provided by library to the users.

# **Photocopy and Binding Facility**

• Library provides Photocopy and Binding facility.

#### **Reference Services**

- A library arranges display of latest editions of books & newly arrived periodicals alphabetically and make it available to be read in library premises.

#### **Programs**

- Library provides user orientation program for newly admitted students.
- Library organizes book exhibition for the users.

# LIBRARY RULES & REGULATIONS

- ✓ Users should write their name in the visitor's register every time.
- ✓ Users should keep their bags and other belongings at the property counter near the entrance.
- ✓ If users have taken a book from the library for reading in library reading area, they should deposit their I-card/library card at the counter and collect it while leaving.
- ✓ Users should handle library collection with great care and responsibility.
- ✓ Users should not misuse of computer and internet provided to them.
- ✓ Users should maintain absolute silence and strict discipline in the library.
- ✓ They can bring and use their devices such as mobile, tab, laptop, earphone and valuable items on their own risk. Library will not be responsible for any of their belongings.
- ✓ Users are not allowed to carry food and other eatables in the library.
- ✓ Users should follow instructions given by the librarian and the staff.
- ✓ Users should behave properly when in the library as library is under CCTV surveillance. The monitoring output of CCTV is supplied to the Dean of the Institute.