

MINUTES OF MEETING (MOM)

DATE: 16 /01/2019

AREA: CMS LIBRARY

ROOM: AREA HEAD'S OFFICE

MEETING ATTENDED BY:

- Area Head
- Coordinators
- Student Representatives

Discussion Points

- Workshop Theme and Details
- Date and Facilitator Details
- Budget and Approval by Area Chair – Budget is nil.
- Promotional Details- Brochure/ Poster
- **Date:** 01-02-2019 & 06-02-2019
- **Venue:** CMS b-school library
- **Participants:** 65
- **Topic:** Online Resource Centre
- **Facilitator:** Mr. Prithviraj, Librarian
- Discussing, finalizing and approval of activities and other details of the session with Area Chair

SIGNATURES:

1. Area Chair _____
2. Faculty Coordinators _____
3. Faculty Coordinators _____
4. Student Representatives _____

WORKSHOP ON ONLINE RESOURCE CENTRE

DATE: 01-02-2019 &06-02-2019

VENUE: CMS B-SCHOOL LIBRARY

PARTICIPANTS: 15+50

TOPIC: ONLINE RESOURCE CENTRE

FACILITATOR: MR. PRITHVIRAJ, LIBRARIAN,

SUMMARY: YES

PHOTOS: YES

WORKSHOP ON ONLINE RESOURCE CENTRE

SUMMARY:

CMS B School, Jain (Deemed-to-be University) Conducted a live workshop on Online Resource Centre, a Library orientation program. Mr. Prithviraj, Chief Librarian. The workshop was conducted in the library of CMS B-School. The practical hands-on training was provided to the students to facilitate online resource access to the students.

During the sessions, the students are taught about how the information resources are organized by using a classification tool like DDC. Ex. 658 General Management 658.1 accounting etc. for their easy location. In the orientation, students are informed about subscriptions of Newspapers, CDs, past exam papers and how they are displayed in library based on its subject for current information.

Students will be provided hands-on activity, which strengthens their knowledge of accessing right information with more accuracy. Student learn that there are better ways to tackle their assignments, project works and research than by just depending on Google by accessing subscribed online resources such as EBSCO, Emerald insight and Capital Line to get direct access to authenticated journal articles, books and statistical information. Also, they learnt to use the library tools like 'Subject Guide' WEB OPAC, Article Indexing and Case Studies.

The online library programme was provided to the students of second semester, Aviation Management on 1st February 2019. The workshop included a detailed information on all the library resources both online and offline resources available at the disposal of students. It was an interactive session; the students were clarified on issues found to be explained.

And the students of second semester MBA were also provided with online library programme on 6th February 2019. With 50 participants a detailed hands-on training was provided.

Details of Library Resource training (online resources)

Sl	Date	Theme	Resource Person	No of Participants	Progeramme
1	01.02.2019	Online Resources and its application	Mr.Prithviraj, Chief Librarian, CMS Business School	15	Aviation Management, Semester 2
2	06.02.2019	Online Resources and its application	Mr.Prithviraj, Librarian, CMS Business School	50	MBA, Semester 2



Fig 1.1 : MR. PRITHVIRAJ, LIBRARIAN, CMS B School, Jain (Deemed-to-be University) Conducted a live workshop on Online Resource Centre, a Library orientation program on 01-02-2019 & 06-02-2019 for MBA Batch of 2018.

Mr. Prithviraj, Chief Librarian explaining online resource access during the session



Mr. Prithviraj, Chief Librarian explaining online resource access during the session

