



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD DENTAL COLLEGE

(Recognized by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,  
Karnataka & Recognised by Dental Council of India, New Delhi)

Bommanahalli, Hosur Road, Bangalore - 560 068.

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21

### Learner sessions / Library user programmes organized

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**Summary:** The Oxford Dental Digital Library can be used to browse or search for an item (Book/journals/e- Books), along with details and the availability, in e-library and online journals subscribed by the e-library.

HELINET Consortium – The Resource Sharing Consortium for Learning Documents the University understands that academic and professional information resources like journals and books are expensive and hence building a comprehensive collection. These e-resources are very useful to Dental students and scholars and from library they are getting guidelines of how to search and utilise the resources.

**Library orientation programme (students and teachers):** Oxford Dental College is the gateway of entering into the world of knowledge and central library plays a vital role to introduce the library system among the students. First duty of the central library is to make the students as the library user through library orientation programme. Library orientation programme helps to transmit knowledge and information search skills among the students. Students, newly joined teachers are enlisted for the orientation programme which can be conducted in the beginning of the academic session or any specific time of the session. In this orientation programme; orientation classes are conducted in the library for students to enable them to access on-line learning material, e-learning resources like e-journals, e-books, reference service, stack room, journal section, back volume and research materials.

As per BDS & MDS curriculum, the institution has organised orientation programme for the 1<sup>st</sup> BDS students, where the students in the 1st month after joining are oriented to all departments and this programme also includes the library orientation programme. Over a hundred BDS students and staff have undergone the library orientation programme this year. When they come to library will show how to access with IP link practically. Central library is updating all the previously held university external examination question papers and current syllabus on the library portal with the help of "todcl.blogspot.com" all the question papers are arranged as per the branches then sub divided by the year and then again sub divided as per the semester, so that the Students can easily and directly access them from anywhere and can download.

  
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2016-17

### Report on Book Show Conducted

Report on Book Exhibition held at The Oxford Dental College Library organized Book Exhibition on 16<sup>th</sup> of September 2017, in order to educate students and faculties towards new books based upon recent trends & Technology. The Book Exhibition provided a platform for students as well as faculties to directly interact with different publishers. Nearly 600 students of I year to final year (all branches of Dental) witnessed book exhibition with great enthusiasm and interest. Mr. Ramakrishna, Chief Librarian, TODCL welcomed all the publishers along with his team. There were 15 publishers who displayed their books on various areas such as Health Science, General books, and others. Some of the prominent publishers such as Mac Graw Hill, WILEY, Oxford University Press, CBS, TERI, ANE BOOKS, AHUJA, JAYPEE Brothers, SVA Publishers NEW AGE, S CHAND etc. interacted with students and faculties with a great zeal.



Book Exhibition in TODC

  
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### **Report on Book Talk Conducted**

The Oxford dental College Library has been conducted Book Talk on 17<sup>th</sup> March 2017. Our Director and faculty members have given speech on book talk to students. The purpose of a book talk is to motivate students in order to foster good reading, writing and speaking skills by encouraging self-directed learning through reading. The book talk presenter talking about the title and author. Showing the cover and some of the illustrations. Reading aloud the lead or a particularly interesting or exciting part of the book and they will explain about electronic books.

  
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### Library User Awards Provided

Dept. of Library

Date: 15-05-2017

To motivate the students to make the efficient use of the library and its services, the 'Library User Award' has been started from 2016 - 17. Two students are selected one from the UG and One from the PG, on the basis of the statistical data, accession of books, reading aptitude of the student, utilization of library resources, discipline and the review of the Library Advisory Committee. Every year this Award conferred on the occasion of Annual Recognition Day.

Academic Year	Student Name	Course
2016-17	Dr. Gouthami. K	BDS 3 <sup>rd</sup> year
2016-17	Dr. Shick Althaf	MDS 2 <sup>nd</sup> year

  
Chief Librarian

  
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### **Orientation programs conducted to staff regarding library utilities, facilities and services**

The Oxford Dental College Library has been conducted Orientation programme on 13<sup>th</sup> Feb 2017 to staff regarding library facilities and services.

During the session the staffs were taught about how the information resources are organized by using a subject wise and department wise etc. for their easy location. In the orientation, staffs were informed about how to get library membership and library rules and regulations, what are the library resources, services and facilities.

Staff were informed how to do book transaction in circulation section, subscriptions of Newspapers, Magazines, Journals CDs, past exam papers and how they are displayed in library based on its subject for current information.

Staffs were provided User ID, PASSWORD to get access of e-Journals in the college campus. By accessing subscribed online resources such as HELINET to get direct access to authenticated journals, articles, books and statistical information. Also, they learnt to use the library tools like 'Subject Guide' OPAC, Article Indexing and Case Studies.

  
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## Orientation programs conducted to students regarding library utilities, facilities and services

The Oxford Dental College Library has been conducted Orientation programme on 13<sup>th</sup> Feb 2017 to students regarding library facilities and services.

In the library orientation programme various components should be included. The first component is vision, mission, goal and role of the library. The other components are physical layout, hours, rules and regulations, collection, facilities, services, activities and suggestions. Library physical layout includes reading room, reference section, stack room, periodical section, circulation counter etc.

**1. Library Rules and Regulations:** Library rules and regulation should be explained before the library users in Library Orientation Programme. Instructions for the new members about the use of library must include in Library orientation Programme.

**2. Library Collection:** Users must provide adequate information on library collection. Various types of library collection e.g. printed books, printed journal, digital books, online books and journals, manuscripts, audio visual resources are available in the library, would be include in the orientation programme.

**3. Facilities:** All types of libraries provide facilities to their users. Facilities like lending of library resources, reading room facilities, access to digital and online resources should explain in the orientation programme.

**4. Services:** Library offers different services e.g. Reference service, information service, current awareness service, newspaper clipping service, reprographic service, translation service to its members. All the services offered by the library includes in the orientation programme.

**5. Use of OPAC:** In the library orientation programme users must be guided about the use of library OPAC. Searching books technique must be explained.

**6. Uses of Reference Books:** Generally, students do not know how to find a word from a dictionary or how to find an answer of a specific question from a reference book e.g. encyclopaedia, directory, and yearbook. In library orientation programme users must be guided about the use of reference books.

**7. Issuance and Submission of Books:** The newly admitted students do not know how to issue and submit the books in the library. In the orientation programme users are guided to fill the requisition slips, procedure of borrowing and returning the books.

  
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**8. Reservation of Books:** Sometimes library provides book reservation facility to its users. So, the librarians are asked to explain the procedure of book reservation system before its users in the orientation programme.

The orientation serves as an excellent means of promoting good library relations and publicity. Through it there is an opportunity to "sell" the library to the students, to promote the services that it offers, and to create the friendly atmosphere that the library users want.

  
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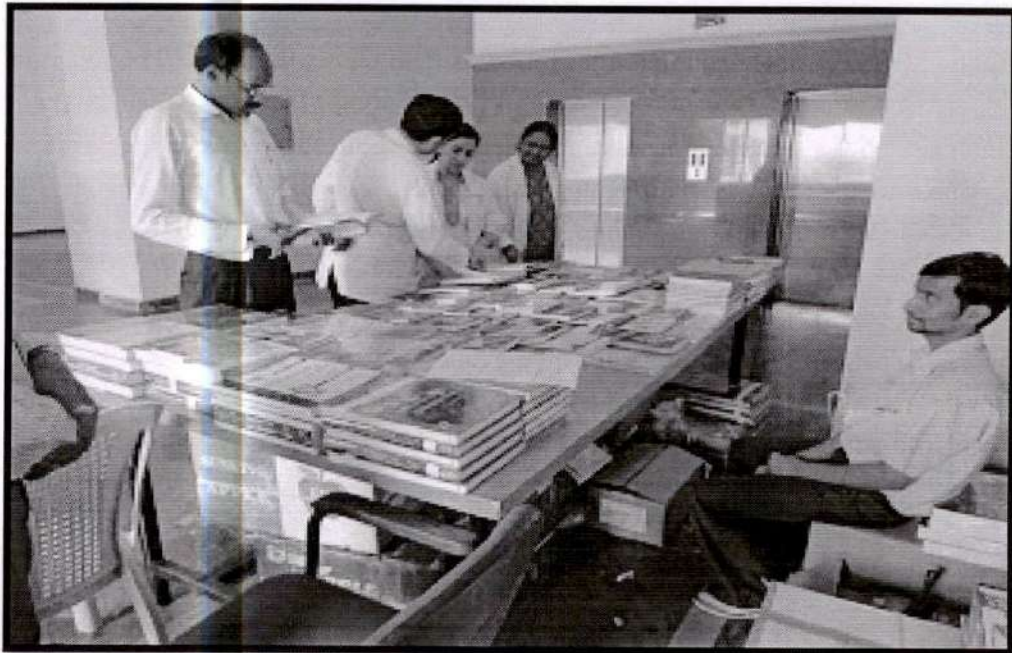
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2017-18

### Report on Book Show conducted

Report on Book Exhibition held at The Oxford Dental College Library organized Book Exhibition on 22<sup>nd</sup> of September 2018, in order to educate students and faculties towards new books based upon recent trends & Technology. The Book Exhibition provided a platform for students as well as faculties to directly interact with different publishers. Nearly 600 students of I year to final year (all branches of Dental) witnessed book exhibition with great enthusiasm and interest. Mr. Ramakrishna, Chief Librarian, TODCL welcomed all the publishers along with his team. There were 15 publishers who displayed their books on various areas such as Health Science, General books, and others. Some of the prominent publishers such as Mac Graw Hill, WILEY, Oxford University Press, CBS, TERI, ANE BOOKS, AHUJA, JAYPEE Brothers, SVA Publishers NEW AGE, S CHAND etc. interacted with students and faculties with a great zeal.



Book Exhibition in TODC

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### **Report on Book Talk Conducted**

The Oxford dental College Library has been conducted Book Talk on 6<sup>th</sup> March 2018. Our Director and faculty members have given speech on book talk to students. The purpose of a book talk is to motivate students in order to foster good reading, writing and speaking skills by encouraging self-directed learning through reading. The book talk presenter talking about the title and author. Showing the cover and some of the illustrations. Reading aloud the lead or a particularly interesting or exciting part of the book and they will explain about electronic books. The presenter can also define and discuss the characteristics of the type of book talk and some students will benefit from a comparison of print and film versions and why the book is almost always better giving away the ending of the book.

  
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**Report on Library User Award**

**Dept. of Library**

Date: 20-05-2018

To motivate the students to make the efficient use of the library and its services, the '**Library User Award**' has been started from 2016-17. Two students are selected one from the UG and One from the PG, on the basis of the statistical data, accession of books, reading aptitude of the student, utilization of library resources, discipline and the review of the Library Advisory committee. Every year this Award conferred on the occasion of Annual Recognition Day.

Academic Year	Student Name	Course
2017-18	Dr. Namratha Solanki	BDS 3 <sup>rd</sup> year
2017-18	Dr. Jigar Yadav	MDS 1 <sup>st</sup> year

**Chief Librarian**

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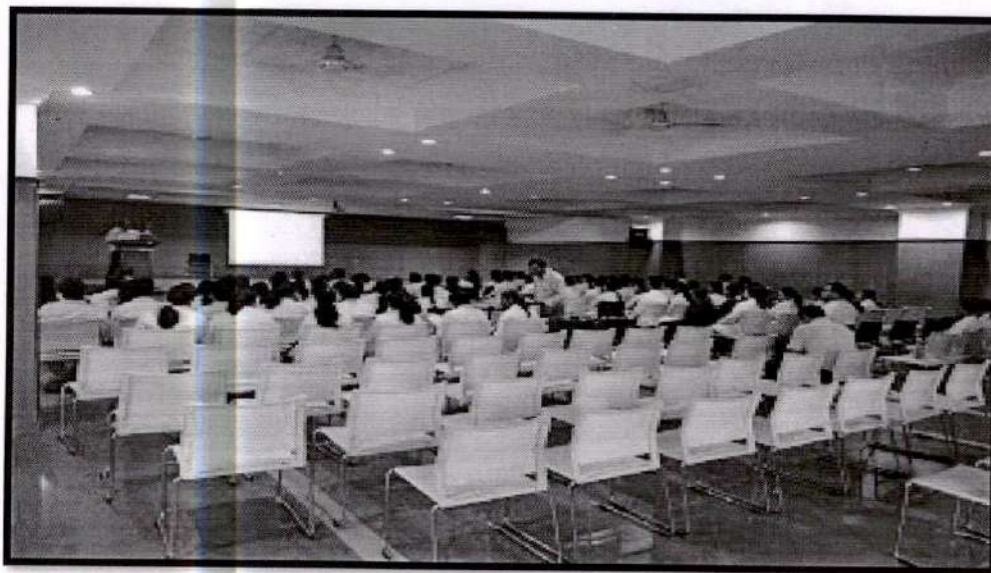
Website: www.theoxford.edu

### Orientation programs conducted to staff regarding library utilities, facilities and services

The Oxford Dental College Library has been conducted Orientation programme on 21<sup>th</sup> Feb 2018 to staff regarding library facilities and services.

During the session the staffs were taught about how the information resources are organized by using a subject wise and department wise etc. for their easy location. In the orientation, staffs were informed about how to get library membership and library rules and regulations, what are the library resources, services and facilities. Staff were informed how to do book transaction in circulation section, subscriptions of Newspapers, Magazines, Journals CDs, past exam papers and how they are displayed in library based on its subject for current information.

Staffs were provided User ID, PASSWORD to get access of e-Journals in the college campus. By accessing subscribed online resources such as HELINET to get direct access to authenticated journals, articles, books and statistical information. Also, they learnt to use the library tools like 'Subject Guide' OPAC, Article Indexing and Case Studies.



Orientation programme

  
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## Orientation programs conducted to student regarding library utilities, facilities and services

The Oxford Dental College Library has been conducted Orientation programme on 13<sup>th</sup> Feb 2017 to students regarding library facilities and services.

In the library orientation programme various components should be included. The first component is vision, mission, goal and role of the library. The other components are physical layout, hours, rules and regulations, collection, facilities, services, activities and suggestions. Library physical layout includes reading room, reference section, stack room, periodical section, circulation counter etc.

- 1. Library Rules and Regulations:** Library rules and regulation should be explained before the library users in Library Orientation Programme. Instructions for the new members about the use of library must include in Library orientation Programme.
- 2. Library Collection:** Users must provide adequate information on library collection. Various types of library collection e.g. printed books, printed journal, digital books, online books and journals, manuscripts, audio visual resources are available in the library, would be include in the orientation programme.
- 3. Facilities:** All types of libraries provide facilities to their users. Facilities like lending of library resources, reading room facilities, access to digital and online resources should explain in the orientation programme.
- 4. Services:** Library offers different services e.g. Reference service, information service, current awareness service, newspaper clipping service, reprographic service, translation service to its members. All the services offered by the library includes in the orientation programme.
- 5. Use of OPAC:** In the library orientation programme users must be guided about the use of library OPAC. Searching books technique must be explained.
- 6. Uses of Reference Books:** Generally, students do not know how to find a word from a dictionary or how to find an answer of a specific question from reference books e.g. encyclopaedia, directory, and yearbook. In library orientation programme users must be guided about the use of reference books.
- 7. Issuance and Submission of Books:** The newly admitted students do not know how to issue and submit the books in the library. In the orientation programme users are guided to fill the requisition slips, procedure of borrowing and returning the books.

  
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2018-19

### Report on Book Show Conducted

Report on Book Exhibition held at The Oxford Dental College Library organized Book Exhibition on 18<sup>th</sup> of September 2019, in order to educate students and faculties towards new books based upon recent trends & Technology. The Book Exhibition provided a platform for students as well as faculties to directly interact with different publishers. Nearly 600 students of I year to final year (all branches of Dental) witnessed book exhibition with great enthusiasm and interest. Mr. Ramakrishna, Chief Librarian, TODCL welcomed all the publishers along with his team. There were 15 publishers who displayed their books on various areas such as Health Science, General books, and others. Some of the prominent publishers such as Mac Graw Hill, WILEY, Oxford University Press, CBS, ANE BOOKS, AHUJA, JAYPEE Brothers, SVA Publishers NEW AGE, S CHAND etc. interacted with students and faculties with a great zeal.



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### Report on Book Talk Conducted

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**Report on Library User Awards Provided**

**Dept. of Library**

**Date: 15-04-2019**

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Academic Year	Student Name	Course
2018 - 19	Dr. Salma Sayda	BDS 4 <sup>th</sup> year
2018 - 19	Dr. Athul S.Nath	MDS 1 <sup>st</sup> year

  
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**Orientation programs conducted to staff regarding library utilities, facilities and services**

The Oxford Dental College Library has been conducted Orientation programme on 9<sup>th</sup> Feb 2019 to staff regarding library facilities and services.

During the session the staffs were taught about how the information resources are organized by using a subject wise and department wise etc. for their easy location. In the orientation, staffs were informed about how to get library membership and library rules and regulations, what are the library resources, services and facilities. Staff were informed how to do book transaction in circulation section, subscriptions of Newspapers, Magazines, Journals CDs, past exam papers and how they are displayed in library based on its subject for current information.

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### Orientation programs conducted to students regarding library utilities, facilities and services

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- 1. Library Rules and Regulations:** Library rules and regulation should be explained before the library users in Library Orientation Programme. Instructions for the new members about the use of library must include in Library orientation Programme.
- 2. Library Collection:** Users must provide adequate information on library collection. Various types of library collection e.g. printed books, printed journal, digital books, online books and journals, manuscripts, audio visual resources are available in the library, would be include in the orientation programme.
- 3. Facilities:** All types of libraries provide facilities to their users. Facilities like lending of library resources, reading room facilities, access to digital and online resources should explain in the orientation programme.
- 4. Services:** Library offers different services e.g. Reference service, information service, current awareness service, newspaper clipping service, reprographic service, translation service to its members. All the services offered by the library includes in the orientation programme.
- 5. Use of OPAC:** In the library orientation programme users must be guided about the use of library OPAC. Searching books technique must be explained.
- 6. Uses of Reference Books:** Generally, students do not know how to find a word from a dictionary or how to find an answer of a specific question from reference books e.g. encyclopaedia, directory, and yearbook. In library orientation programme users must be guided about the use of reference books.
- 7. Issuance and Submission of Books:** The newly admitted students do not know how to issue and submit the books in the library. In the orientation programme users are guided to fill the requisition slips, procedure of borrowing and returning the books.

  
Dean and Director  
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Hosur Road Bengaluru - 560 068



CHILDREN'S EDUCATION SOCIETY (Regd.)

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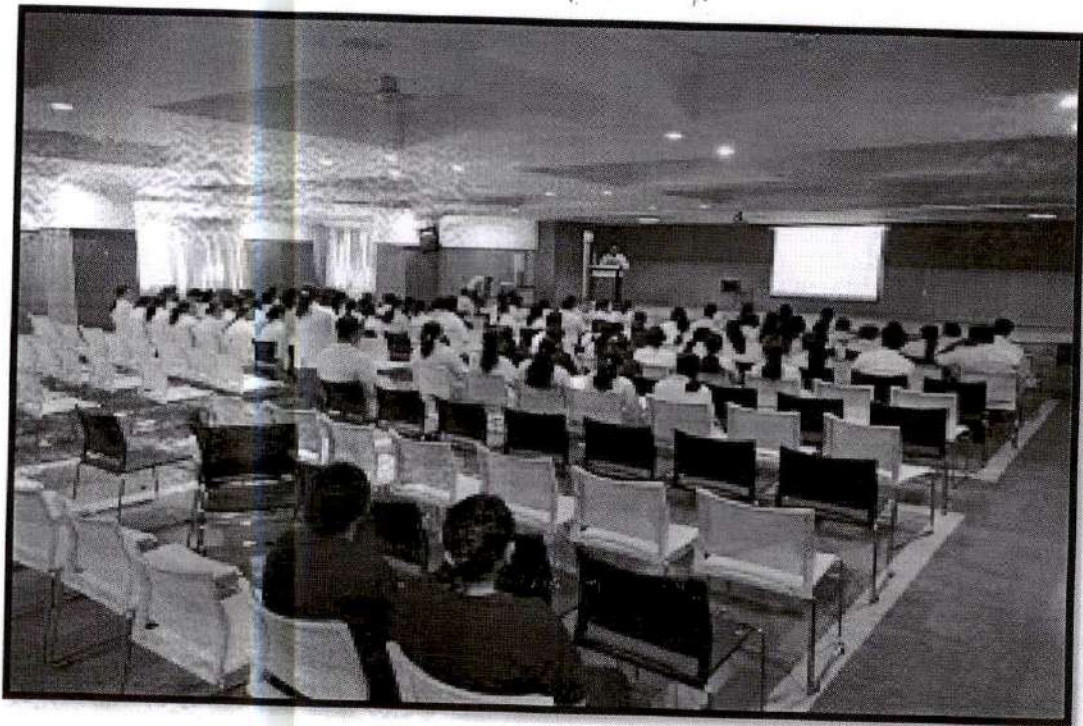
Bommanahalli, Hosur Road, Bangalore - 560 068.

Ph: 080-61754680 Fax: 080 - 61754693 E-mail: deandirectortodc@gmail.com

Website: www.theoxford.edu

**8. Reservation of Books:** Sometimes library provides book reservation facility to its users. So, the librarians are asked to explain the procedure of book reservation system before its users in the orientation programme.

The orientation serves as an excellent means of promoting good library relations and publicity. Through it there is an opportunity to "sell" the library to the students, to promote the services that it offers, and to create the friendly atmosphere that the library uses, want.



Orientation Programme

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**2019-20**

### **Report on Book Show Conducted**

Report on Book Exhibition held at The Oxford Dental College Library organized Book Exhibition on 18<sup>th</sup> of June 2020, in order to educate students and faculties towards new books based upon recent trends & Technology. The Book Exhibition provided a platform for students as well as faculties to directly interact with different publishers. Nearly 600 students of 1 year to final year (all branches of Dental) witnessed book exhibition with great enthusiasm and interest. Mrs. Suprabha. S, Chief Librarian, TODCL welcomed all the publishers along with his team. There were 15 publishers who displayed their books on various areas such as Health Science, General books, and others. Some of the prominent publishers such as Mac Graw Hill, WILEY, Oxford University Press, CBS, ANE BOOKS, AHUJA, JAYPEE Brothers, SVA Publishers NEW AGE, S CHAND etc. interacted with students and faculties with a great zeal.



**Book Exhibition in TODC**

*Dean and Director*  
The Oxford Dental College, Bommanahalli  
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### Report on Book Talk Conducted

The Oxford dental College Library has been conducted Book Talk on 27<sup>th</sup> July 2020. Our Director and faculty members have given speech on book talk to students. The purpose of a book talk is to motivate students in order to foster good reading, writing and speaking skills by encouraging self-directed learning through reading. The book talk presenter talking about the title and author. Showing the cover and some of the illustrations. Reading aloud the lead or a particularly interesting or exciting part of the book and they will explain about electronic books. The presenter can also define and discuss the characteristics of the type of book talk and some students will benefit from a comparison of print and film versions and why the book is almost always better giving away the ending of the book.

  
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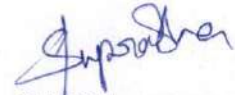
### Report on Library user Award Conducted


Dept. of Library

Date: 16-03-2020

To motivate the students to make the efficient use of the library and its services, the 'Library User Award' has been started from 2016-2017. Two students are selected one from the UG and One from the PG, on the basis of the statistical data, accession of books, reading aptitude of the student, utilization of library resources, discipline and the review of the Library Advisory committee. Every year this Award conferred on the occasion of Annual Recognition Day.

Academic Year	Student Name	Course
2019 - 20	Dr. Madhusgree.K	BDS 2 <sup>nd</sup> year
2019 - 20	Dr. Motraye Sharma	MDS 2 <sup>nd</sup> year

  
Chief Librarian

  
Dean and Director  
The Oxford Dental College, Bommanahalli  
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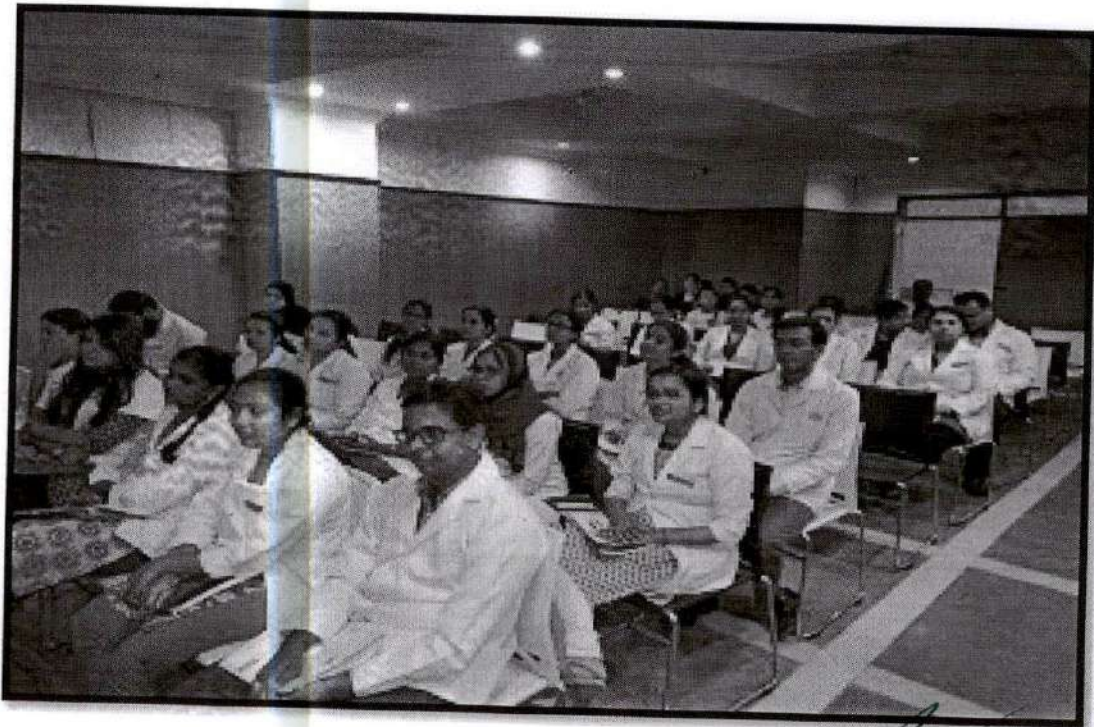
Website: www.theoxford.edu

### **Orientation programs conducted to staff regarding library utilities, facilities and services**

The Oxford Dental College Library has been conducted Orientation programme on 9<sup>th</sup> Feb 2019 to staff regarding library facilities and services.

During the session the staffs were taught about how the information resources are organized by using a subject wise and department wise etc. for their easy location. In the orientation, staffs were informed about how to get library membership and library rules and regulations, what are the library resources, services and facilities. Staff were informed how to do book transaction in circulation section, subscriptions of Newspapers, Magazines, Journals CDs, past exam papers and how they are displayed in library based on its subject for current information.

Staffs were provided User IP Address to get access of e-Journals in the college campus. By accessing subscribed online resources such as HELINET to get direct access to authenticated journals, articles, books and statistical information. Also, they learnt to use the library tools like 'Subject Guide' OPAC, Article Indexing and Case Studies.



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## Orientation programs conducted to student regarding library utilities, facilities and services

The Oxford Dental College Library has been conducted Orientation programme on 13<sup>th</sup> Feb 2017 to students regarding library facilities and services.

In the library orientation programme various components should be included. The first component is vision, mission, goal and role of the library. The other components are physical layout, hours, rules and regulations, collection, facilities, services, activities and suggestions. Library physical layout includes reading room, reference section, stack room, periodical section, circulation counter etc.

**1. Library Rules and Regulations:** Library rules and regulation should be explained before the library users in Library Orientation Programme. Instructions for the new members about the use of library must include in Library orientation Programme.

**2. Library Collection:** Users must provide adequate information on library collection. Various types of library collection e.g. printed books, printed journal, digital books, online books and journals, manuscripts, audio visual resources are available in the library, would be include in the orientation programme.

**3. Facilities:** All types of libraries provide facilities to their users. Facilities like lending of library resources, reading room facilities, access to digital and online resources should explain in the orientation programme.

**4. Services:** Library offers different services e.g. Reference service, information service, current awareness service, newspaper clipping service, reprographic service, translation service to its members. All the services offered by the library includes in the orientation programme.

**5. Use of OPAC:** In the library orientation programme users must be guided about the use of library OPAC. Searching books technique must be explained.

**6. Uses of Reference Books:** Generally, students do not know how to find a word from a dictionary or how to find an answer of a specific question from a reference book e.g. encyclopaedia, directory, and yearbook. In library orientation programme users must be guided about the use of reference books.

**7. Issuance and Submission of Books:** The newly admitted students do not know how to issue and submit the books in the library. In the orientation programme users are guided to fill the requisition slips, procedure of borrowing and returning the books.

  
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**8. Reservation of Books:** Sometimes library provides book reservation facility to its users. So, the librarians are asked to explain the procedure of book reservation system before its users in the orientation programme.

The orientation serves as an excellent means of promoting good library relations and publicity. Through it there is an opportunity to "sell" the library to the students, to promote the services that it offers, and to create the friendly atmosphere that the library uses want.

  
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**2020-21**

### **Report on Book Show Conducted**

Report on Book Exhibition held at The Oxford Dental College Library organized Book Exhibition on 15<sup>th</sup> of February 2021, in order to educate students and faculties towards new books based upon recent trends & Technology. The Book Exhibition provided a platform for students as well as faculties to directly interact with different publishers. Nearly 600 students of I year to final year (all branches of Dental) witnessed book exhibition with great enthusiasm and interest. Mrs. Suprabha.S, Chief Librarian, TODCL welcomed all the publishers along with his team. There were 15 publishers who displayed their books on various areas such as Health Science, General books, and others. Some of the prominent publishers such as Mac Graw Hill, WILEY, Oxford University Press, CBS, ANE BOOKS, AHUJA, JAYPEE Brothers, SVA Publishers NEW AGE, S CHAND etc. interacted with students and faculties with a great zeal.



**Books exhibition**

*(Signature)*  
**Dean and Director**  
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### Report on Book Talk Conducted

The Oxford dental College Library has been conducted Book Talk on 27<sup>th</sup> July 2021. Our Director and faculty members have given speech on book talk to students. The purpose of a book talk is to motivate students in order to foster good reading, writing and speaking skills by encouraging self-directed learning through reading. The book talk presenter talking about the title and author. Showing the cover and some of the illustrations. Reading aloud the lead or a particularly interesting or exciting part of the book and they will explain about electronic books. The presenter can also define and discuss the characteristics of the type of book talk and some students will benefit from a comparison of print and film versions and why the book is almost always better giving away the ending of the book.

  
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## Report on Library user Awards Conducted

Dept. of Library

Date: 11-02-2021

To motivate the students to make the efficient use of the library and its services, the 'Library User Award' has been started from 2016-17. Two students are selected one from the UG and One from the PG, on the basis of the statistical data, accession of books, reading aptitude of the student, utilization of library resources, discipline and the review of the Library Advisory committee. Every year this Award conferred on the occasion of Annual Recognition Day.

Academic Year	Student Name	Course
2020 - 21	Dr. Anupama .B	BDS 3 <sup>rd</sup> year
2020 - 21	Dr. Akhil Sankar	MDS 3 <sup>rd</sup> year (Dept. of Oral Surgery)

  
Chief Librarian

  
Dean and Director  
The Oxford Dental College, Bommanahalli  
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### Orientation programs conducted to staff regarding library utilities, facilities and services

The Oxford Dental College Library has been conducted Orientation programme on 8<sup>th</sup> Feb 2021 to staff regarding library facilities and services.

During the session the staffs were taught about how the information resources are organized by using a subject wise and department wise etc. for their easy location. In the orientation, staffs were informed about how to get library membership and library rules and regulations, what are the library resources, services and facilities. Staff were informed how to do book transaction in circulation section, subscriptions of Newspapers, Magazines, Journals CDs, past exam papers and how they are displayed in library based on its subject for current information.

Staffs were provided User IP Address to get access of e-Journals in the college campus. By accessing subscribed online resources such as HELINET to get direct access to authenticated journals, articles, books and statistical information. Also, they learnt to use the library tools like 'Subject Guide' OPAC, Article Indexing and Case Studies.



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## **Orientation programs conducted to student regarding library utilities, facilities and services**

The Oxford Dental College Library has been conducted Orientation programme on 13<sup>th</sup> Feb 2021 to students regarding library facilities and services.

In the library orientation programme various components should be included. The first component is vision, mission, goal and role of the library. The other components are physical layout, hours, rules and regulations, collection, facilities, services, activities and suggestions. Library physical layout includes reading room, reference section, stack room, periodical section, circulation counter etc.

### **1. Library Resources**

- BOOKS: More than 6747 reference and text books
- The subscriptions of 62 National and International printed journals
- 6 Newspapers
- Online access of more than 26 Journals and Digital Library consortium of HELINET

### **2. Library Rules for Issuing Books**

- Identity card is must while visiting and using the library.
- Reservation of borrowed books by others may be made in a Register available in the library.
- Readers shall not write upon, damage, or make any mark upon any book, journal or magazine, or other material belonging to the library.
- Any reader observing a defect, or damage to any book or manuscript shall point out the same to the Library Staff immediately.
- Borrowers must satisfy themselves about the physical condition of the book before borrowing. Otherwise they will be responsible for any damage at the time of returning.
- Books borrowed on a particular day will not be accepted for return on the same day.
- Books taken for reference from the stack area need to be kept on the table and not to be merged on the shelves.

### **3. Library Rules: Property Counter**

- Personal belongings should be kept Outside the Library/in Property Counter at owners' risk
- No Valuable items viz., Money, Pass Books, Mobiles; should be kept in your bag while keeping them in Property Counter
- Personal Books/ Checked Out Books are not allowed for consultation/reference in the library
- Mobile Should be Switched Off OR kept on Silent Mode inside library. Mobile Use is restricted in Reading Areas.

  
Dean and Director  
The Oxford Dental College, Bommanahalli  
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#### 4. Library Services and Facilities:

- Lending Services
- Reading Room Facilities
- Reference Services
- Audio Visual Services
- Bibliographical and Documentation services
- Online access to e-resources
- 50 Mbps High Speed Internet Connectivity
- Multimedia PC's in the Library
- Reprography Services

#### 5. OPAC:

- Search for books in the following order
  - Subject-wise
  - Title-wise
  - Author-wise
- Go to the stack area and select your required books
  - Books are arranged Subject-wise
- After selection of books you may get books issued from the Circulation Counter
- Magazines and Periodicals are only for reference

#### 6. To access the HELINET Journals and books

- For Online Resources Go to Website.
- <http://www.wileyindia.com/helinet-dentistry/>

The orientation serves as an excellent means of promoting good library relations and publicity. Through it there is an opportunity to "sell" the library to the students, to promote the services that it offers, and to create the friendly atmosphere that the library uses want. If the students feel free to use the library and they are able to locate most of the materials they need, the library orientation will be succeeded.

  
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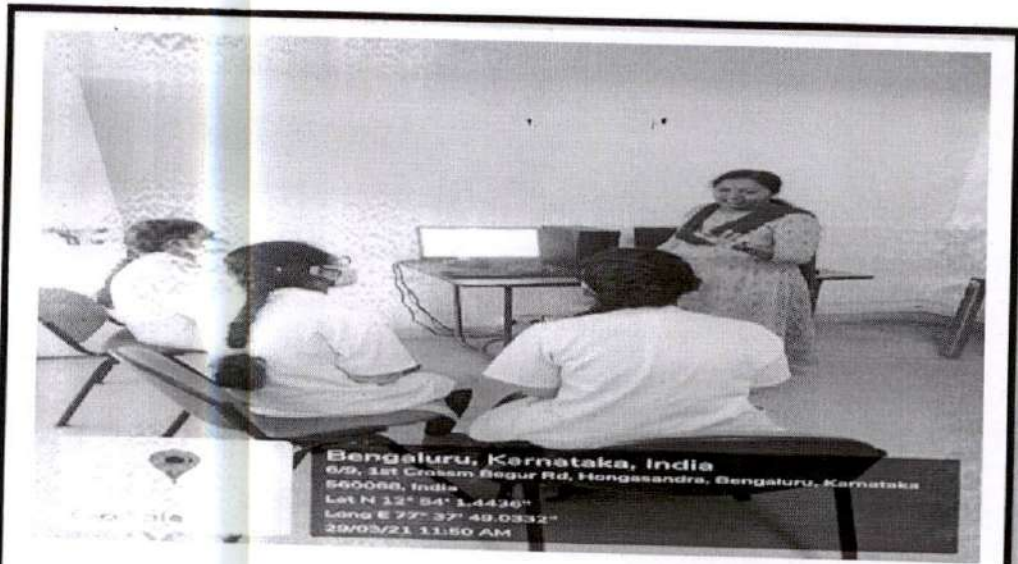
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560068, India  
Lat N 12° 54' 1.4436"  
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29/03/21 11:50 AM



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560068, India  
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Long E 77° 37' 49.0332"  
29/03/21 11:50 AM

**Orientation programs in TODCL**

*[Handwritten Signature]*  
Dean and Director  
The Oxford Dental College, Bommanahally  
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