We are delighted to welcome you to the PES University Libraries. Our aim is to support your learning and research through the library’s extensive resources and services. This user manual will acquaint you with our library’s policies and procedures, as well as highlight the range of services, collections, and facilities available. The library offers access to a wealth of information sources, including books, e-books, journals, e-journals, and online databases, all of which will play a pivotal role in your academic journey. Our dedicated library staffs are fully committed to providing assistance in any way possible.

Mission
To provide an innovative learning environment with technology, education and culture and to create a distinctive library experience through services and resources for students and faculty in their pursuit of academic excellence.

Timings
Monday to Friday
8.00 AM to 9.00 PM
Saturday
9.00 AM to 5.00 PM

Circulation
Monday to Friday
8.00 AM to 5.00 PM
Saturday
9.00 AM to 1.00 PM

Introduction
PES University Libraries house a modest number of books and other documents, and the library collections have steadily grown over the years. Currently, the collection comprises over 1.50 lakh documents, including an impressive and diverse range of information sources such as books, journals, conference proceedings, institutional repositories, and electronic resources like e-books, e-journals, CD-ROMs, standards, and cases. The library is an integral part of the university that impacts everyone—every student, faculty member, researcher, and individual in every academic field. Committed to assisting students and faculty, the library aims to cultivate efficient and sophisticated researchers in a rapidly changing research environment.
Borrowing Facility

PES University students, staff and faculty can register themselves for the membership. Registered members can borrow library resources.

Loan quota: 3 Books for UG Students for a period of 14 days

Loan quota: 4 Books for PG Students for a period of 14 days

Renewals

All books loan from the circulation desk can be renewed on condition that there is no one requesting for the same items. All loans are subject to recall in accordance with library regulations. Borrowers are responsible for returning their loans on or before the specified due dates.

Rupees 1.00 per day per book (Rupees 5.00 per day after 10 days) will be collected for returning the books after the due date.

PESU Libraries are organized as follows:

- Central Library: 4th to 8th floors, GJBC Block, RR Campus
- Lending Library: 1st & 2nd floors, Panini Block, RR Campus
- Silent Reflections – Quiet Study Space: 13th Floor, ‘BE’ Block, RR Campus
- Faculty of BBA/BHEM Library: 4th floor, Tech Park, RR Campus
- Faculty of Architecture & Design Library: 9th floor, ‘B’ Block, RR Campus
- Faculty of Law Library: 4th floor, GJBC Block, RR Campus
- Central Library: Main block, 1st Floor, EC Campus
- Faculty of Pharmaceuticals Library: Pixel A Block, 2nd Floor, EC Campus
- Faculty of Nursing Library: Pixel B Block, 2nd Floor, EC Campus
- PESUJIMSR Library: MRD Block, 2nd Floor, EC Campus

The Central Library functions as a centralized agency for the procurement of books, journals, and other documents required by all departments of the university and the learning community. Collection development is done based on the recommendations of the department heads and feedback received from students and faculty members.

Library Resources

<table>
<thead>
<tr>
<th>Resource Type</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>157661</td>
</tr>
<tr>
<td>E-books</td>
<td>12955</td>
</tr>
<tr>
<td>Print Journals</td>
<td>130</td>
</tr>
<tr>
<td>E-Journals</td>
<td>5278</td>
</tr>
<tr>
<td>Bound Volumes</td>
<td>4849</td>
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<tr>
<td>Project Reports</td>
<td>5891</td>
</tr>
<tr>
<td>CD-ROM's</td>
<td>7312</td>
</tr>
</tbody>
</table>

Facilities

- Brain Storming Rooms
- Digital Library
- Library OPAC
- Photocopy, Scan & Printing
- Plagiarism checking
- Property Counter
- Question Bank
- Quiet Study Spaces
- User Orientation
- Wi-Fi Facility

Special Collections on

- Gandhian Studies
- Kannada Books & Rare Books
Library OPAC
Online public access catalogue (http://library.pes.edu) provides search facility to locate books and other materials available in the library.

Online Reservation
Online reservations can be done through the web OPAC at http://library.pes.edu for a book that is already lent out. Reserved books will be kept separately on the circulation counter for 2 days for each reserved member.

Faculty Publications Repository
Faculty publications and other publications of the university are available online through the library OPAC and https://pes.irins.org/

Off-Campus Access to E-Resources
Students and faculty have the facility of off-campus access to university-subscribed e-resources by using a remote access service. The Libraries will share the credentials; if you have any issues related to it, please write to librarian@pes.edu.

Plagiarism Check Software
PES University utilizes three plagiarism detection tools: Turnitin Feedback Studio and Originality, Drillbit Plagiarism, and Checkforplagiarism.net. To request a plagiarism check for your reports, articles, or thesis, please send them to original@pes.edu.

Reprographic & Printing Service
Photocopying and printing facilities are available in the library at a reasonable cost. This service limited to library materials and for copying research articles published in journals, conference proceedings for academic and research work without violating the copy right law.

Document Delivery Service
The Libraries arrange photocopies of articles from journals and conference proceedings that are not available in their collection from various sources. This service is provided within the purview of copyright laws. To make a request, please send an email to librarian@pes.edu.

Institutional Membership
IISc, Bengaluru
ISEC, Bengaluru
DELNET, New Delhi
INFLIBNET, Ahmadabad
The Centre, UK
E-Resources
PES University has access to the following online resources. The resources include company/industry information, academic literature, eBooks, eJournals, magazines, case studies and videos.

- Capitaline Plus
- EBSCO & EBSCO CINAHL
- JSTOR
- Edzter
- EPWRF India Time Series
- IEEE
- Taylor & Francis Online eJournals
- HeinOnline
- IndiaStat
- India Business Insight
- Manupatra
- SCC Online

Inter Library Loan Service
The Libraries arrange to borrow books not available in their collections through interlibrary loans from other libraries for academic and research purposes. This service operates on an institution-to-institution basis. Users are encouraged to send a formal request, including complete bibliographic details of the desired documents, to librarian@pes.edu.

Library Orientation
As part of the user awareness program, the libraries conduct orientations at the beginning of each academic year. Additionally, the libraries regularly organize orientation and training programs on their resources and services. Members are encouraged to schedule meetings with the respective library personnel for discussions and one-on-one interactions.

Library Rules
- Identity Card is compulsory for getting access to the libraries.
- A person desirous of using the library facilities shall enter his or her name, SRN, department, and time of entry legibly and sign in the register kept at the library entrance for the purpose.
- Users have to deposit their bags at the library property counter.
- Silence, decorum, and discipline must be maintained in the library.
- Users should ensure that their cell phones are in switch-off or silent mode at all times in the library.
- Users should not mark, write on, or tear pages from library documents.
- Users shall be liable to pay for any damages caused by them to the library’s books and property.

E-Books
- CBS eBooks
- Elsevier’s eBooks
- McGraw Hill eBooks
- Pearson eBooks
- Springer eBooks
- Wiley eBooks

We value your feedback and suggestions. You may e-mail to librarian@pes.edu

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