

## **Best Practices 1 : Digitalisation of Library**

### **Title of the Practice: Digitalisation of Library**

#### **Objectives of the Practice:**

- To provide seamless access to information for users at everyplace.
- To act as gateway to digital and electronic information.
- To develop in to a single access point library.
- To create and update a comprehensive database.
- To collect, organize & collate digital information to keep it for future use.

#### **The Context:**

K.P.B. Hinduja College Library has always been alert to ensure about the services given to its stakeholders. Hinduja College enrolls more than 7000 students every year for the different courses such as UG, PG, Management, and M.Phil., Ph.D. Every year library organizes 'Book-Exhibition' in which Teaching, Non-Teaching staff. Students are also welcomed to select the books on various subjects to enrich the collection of the library. Hinduja College Library has its total annual budget of approximately Rs. 15,00,000/- (Rupees Fifteen Lakhs Only) for the expenses of its all departments i.e. Degree college Aided and Unaided section, Junior College Aided and Un-aided section, All post graduate programs and its Ph.D. Department. Along with these, library also have given the budget for purchasing books for the Management Institute which has the study center of YCMOU University, Nasik and runs more than 15 courses including undergraduate and postgraduate along with various Diploma courses. Hinduja college library provides all library facilities to these students.

College library has its scanner, with the help of which all question papers, important newspaper articles are scanned and make available to the teachers and students whenever demanded. These soft copies helps to avoid more paper storage and easy to retrieve.

Library is a growing organism. To face the challenges of occupying ever increasing collection, and to compete with the advanced technology in the world of continuous flow of information, Hinduja college library took a step moving further to upgrade our library from hybrid to digitization.

#### **The Practice:**

In the year 2019-20 we purchased total 36 E-books for our commerce department. Apart from the N-List subscription, we also added new databases such as IBI and J-Gate for our research scholars and teachers to enable them to enhance their knowledge by accessing the worldwide publication works.

College library also started providing digital services for the students who have the learning disability, by placing laptop fixed with a camera and the headphone to hear all the contents of the book. With the help of the Library staff many students availed this facility.

A step further towards digitization, and to help all the library users to avail the required information on the fingertips, college library placed 20 computers with the seating

arrangement separately at one corner of the library for the students, teachers and research scholars. All computers have latest version and with the connection of internet. Students get the advantage of using this facility for their assignments and other project work. This avoids the time required to gather the information related to their work. There are two printers placed alongside for the printing of the required material. Many students and research scholars use this facility without any interruption throughout the year.

This year college library also purchased new library software KOHA integrated Library Management Software, which is open source software with the intention of rendering more digitized services. This software has the catalogue services such as Marc-21, Z39.5 and SIP2 for RFID integration, with having connection of OCLC for adding our data., This also enable reader/researcher to get open access of the world wide collection of the books.

#### **Evidence of Success:**

Our total collection of book exceeds 50000 including text books and reference books as on date.

<b>Particular</b>	<b>Existing</b>	<b>Newly Added</b>	<b>Total</b>
Text Books	19527	1939	21466
Reference Books	29456	791	30247
E-Books	36		36
Journals	59	Renewed	59
E-Journals	17	Renewed	17
Database	4	-	4
CD & Video	972	-	972
Library Automation	2	-	2
Weeding (Hard & Soft)	25658	2624	28282
Others (specify) - Institutional Membership	2	Renewed	2

The purchase details of the hard copies of Books and E-books for the year 2019-20 as follows:-

<b>PARTICULARS</b>	<b>NO.</b>	<b>AMOUNT (In Rupees)</b>
TEXT BOOKS	1939	3,34,078
REFERENCE BOOKS	791	5,87,046
E-BOOKS	36	63,720

**Problems Encountered and Resources Required:**

- Explosive growth of information and documents
- Increased cost of the documents and information materials
- Increase in users information needs
- Latest techniques and concepts in handling of information.
- New electronic information environment.
- Creation of databases and its security.
- Marketing of library and information services.

**Best Practices 2 : Entrepreneurship – Cell**

**Title of the practice:** Entrepreneurship Cell

**Objectives of the practice:**

- To inculcate the value of entrepreneurship in the students and to make young entrepreneurs out of the budding young minds.
- To provides the right atmosphere for budding entrepreneurs to work on and grow their idea.
- To assist students to learn important business skills like leadership, time management, financial planning, negotiation, research, etc.

**The Context:**

Constitution of the Entrepreneurship Cell is one of the best practices of our institution. E-Cell is set up to provide the right atmosphere for budding entrepreneurs to work on and grow their idea. The Purpose of E-Cell Hinduja College is to inculcate the value of

entrepreneurship in the students and to make young entrepreneurs out of the budding young minds. The important objective of the Entrepreneurship Cell and Incubation Centre is to assist students to learn important business skills like leadership, time management, financial planning, negotiation, research, etc. It is with this objective that the Inauguration of E-Cell was done on 27th September 2019, in the Presence of Shri. Prakash Hinduja Chairman of Hinduja Group. A Memorandum of Association was signed with E-Cell, ISME to form the Entrepreneurship Council along with their framework.

**Practice:**

Entrepreneurial development among the youth is need of the hour to develop our country with more pace. Lack of entrepreneurial skills has always been the major problem in India not because youth does not have innovative ideas but due to the lack of funds, support and guidance. Being a commerce college situated in Financial Capital of India, and also because college belongs to the Hinduja Group we have an opportunity to develop the skill of entrepreneurship among our students. The market demand for more innovation, uniqueness, and creativity is rapidly increasing. The Entrepreneurship cells are thus responsible for preparing the students to implement their ideas. The vision of the Entrepreneurship cell or the E-cell is to induce the entrepreneurship spirit among students. Our College has planned various workshops, speaker sessions, and professional networking events for the students. These help the students to understand their resources and market in a better way. The Entrepreneurship cells help the students to start their business and start-ups. The cell organizes the number of workshops and entrepreneurs interaction sessions. This helps the students to know all about starting their own business venture.

**Evidence of success:**

ISME has been awarded several times in various national and international forums, for example, ISME bagged the prestigious award for Management College of the Year by Bangalore Management Association. At gala event, ISME was awarded with Fastest Emerging Private Management Institute award. During the 25th Indo-Thai Entrepreneurs summit, held at Bangkok the institute got International Achievers Award for Education Excellence.

In the academic year 2019-2020 E-cell Hinduja successfully conducted seminars where renowned speakers came to the institution and had interaction with the students and students learnt a lot at the end of each seminar; namely;

- Workshop in association with E-Cell IIT Bombay. Number of participants was 60 students the theme was Business Modelling and Entrepreneurship for 6 Hours. The training conducted by Mr Puneet Raman, Founder Prowisdom.com.
- Workshop was conducted in Collaboration with E-Cell TISS which was attended by 120 Students on Social Entrepreneurship for 3 hours, Speaker was Mr. Danish Aga.

**Problem encountered and resources required:**

The gap between skills provided in the campus and the corporate requirements. Difficulties in providing financial support to the student interested. More infrastructure facility is required at college level for developing entrepreneurial skills.