

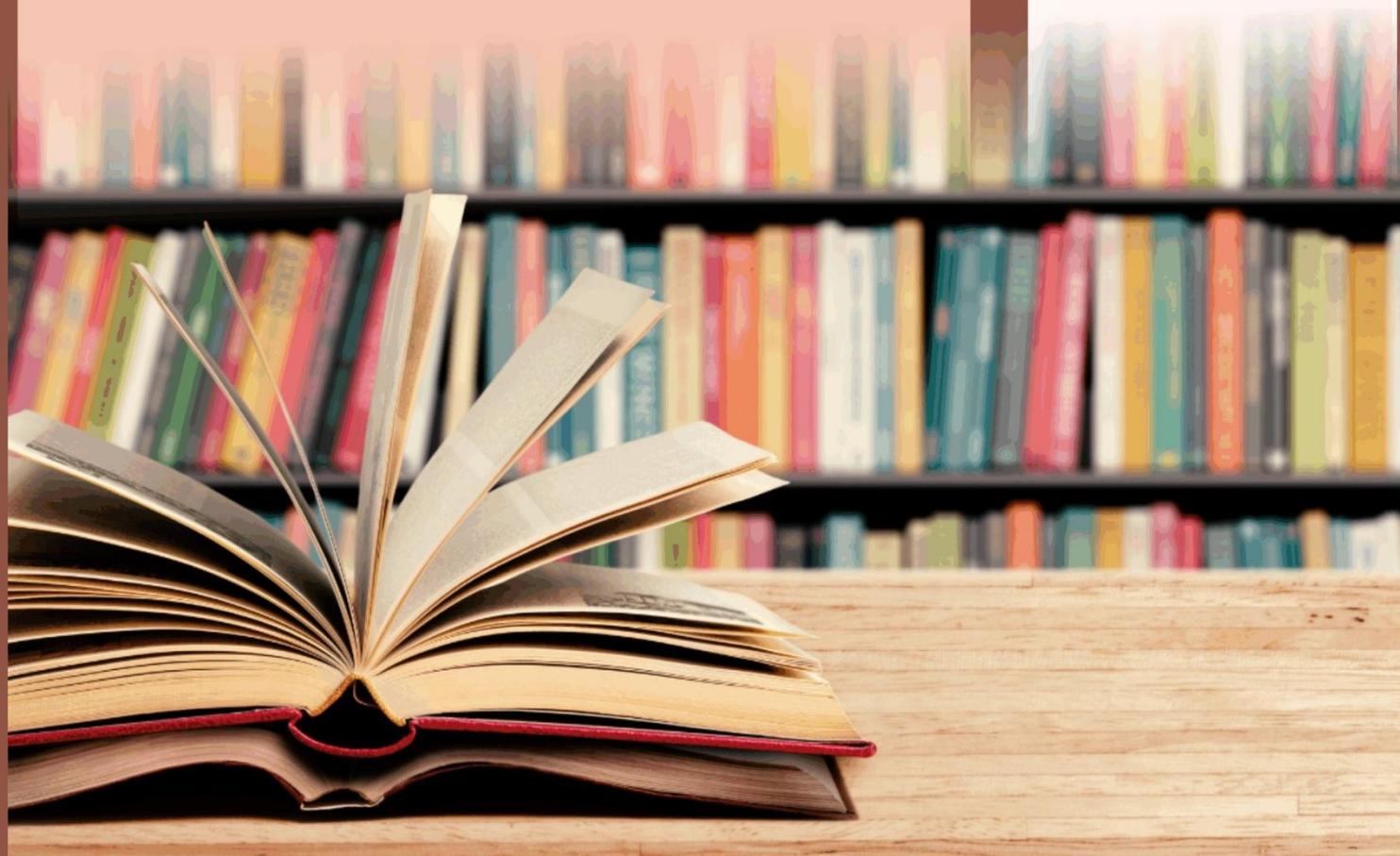


# S.S.T. College of Arts & Commerce

(Affiliated to University of Mumbai, Mumbai) Ulhasnagar - 421 004, Dist. Thane.

## REPORT OF

# Library Automation: Integrated Library Management System



## ABOUT THE LIBRARY:

The SST College of Arts and Commerce Library has a rapidly growing collection of resources considering the college's course contents and research needs. The library consists of 33,000+ volumes and subscribes to 37+ periodicals on Arts, Science Commerce, Computer Science, and Management. The resources are on the subjects of Education, Economics, Mass Communication, Accounting and Finance, Banking and Insurance, Financial Market, Management, Computer Science and Information Technology. The library has also acquired audio-visual (DVDs, VCDs, and CD-ROMs) materials. In addition, the digital platform offers access to a wide range of e-books, e-journals, question papers, and syllabus.

## LIBRARY COLLECTIONS:

Sl. No.	Item Types	Number of volumes
1	Total Volumes	33,393
2	Titles	9,401 (From SOUL 3.0)
3	Periodicals	37
4	e-resources	15 journals & N-List, WebOPAC, Delnet
5	Subscription to Anti-plagiarism	Turnitin
6	Project Reports	101
7	Newspapers	15

### The following services are offered to the Library Users:

- Circulation
- Reference Service
- Current Awareness Service
- SDI Service
- User orientation /Information literacy service
- Photocopy facility
- Book Bank facility
- WebOPAC
- Remote Access to e-resources

## DEVELOPMENT OF THE LIBRARY AFTER 2015:

- Purchased SOUL 2.0 in May 2018
- Partially automated the library in 2019
- Subscription of NLIST in 2020
- Updated SOUL 3.0 in 2021
- WebOPAC in 2021
- Fully automated the library in 2021
- Remote access of e-resources in 2021
- Created Library website in 2022

### Status of 4.2.1:

Library Activities	Year 5 (2020-2021)	Year 4 (2019-2020)	Year 3 (2018-2019)	Year 2 (2017-2018)	Year 1 (2016-2017)
Automation	Fully automated	Partial automation	Partial automation	—	—
WebOPAC	Yes	—	—	—	—
OPAC	Yes	Yes	Yes	—	—

### 4.2.1 Library Automation: Integrated Library Management System

The SST college library is fully computerized using SOUL 3.0 integrated library management software (ILSM). The collection of the library is available online through the WebOPAC (<http://library.sstcollege.edu.in/>).

Software for University Libraries (SOUL) is a state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on the requirements of college and University libraries. It is a user-friendly software developed to work in a client-server environment.

### AUTOMATION DETAILS:

Name of the LMS software	SOUL
Nature of Automation	Fully automated
Version	3.0
Year of Automation	May 2018

## The following services are operating through SOUL 3.0

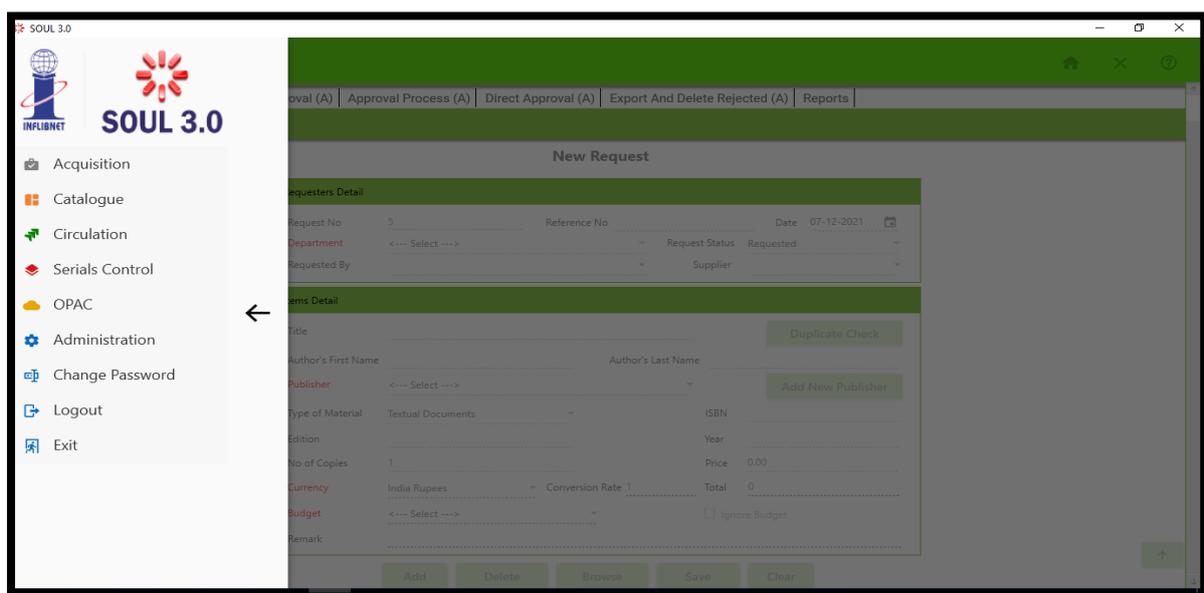
- Acquisition
- Cataloging
- Circulation
- Serial Control
- Stock Verification
- Generation of Reports
  - i. No Dues
  - ii. Check-in and check-out of library visitors
- WebOPAC

## The SOUL 3.0 consists of the following Modules:

1. Acquisition module
2. Cataloging module
3. Circulation module
4. Serial control module
5. Administration module
6. OPAC

Following is the home page of the ILMS (SOUL 3.0) admin portal. It has different modules like Acquisition, Catalogue, Circulation, Serial Control, OPAC, and Administration. These modules are used to classify, catalogue, and circulate library materials. Apart from these, it is also used to customize the software according to the college's needs.

## Soul 3.0 Modules



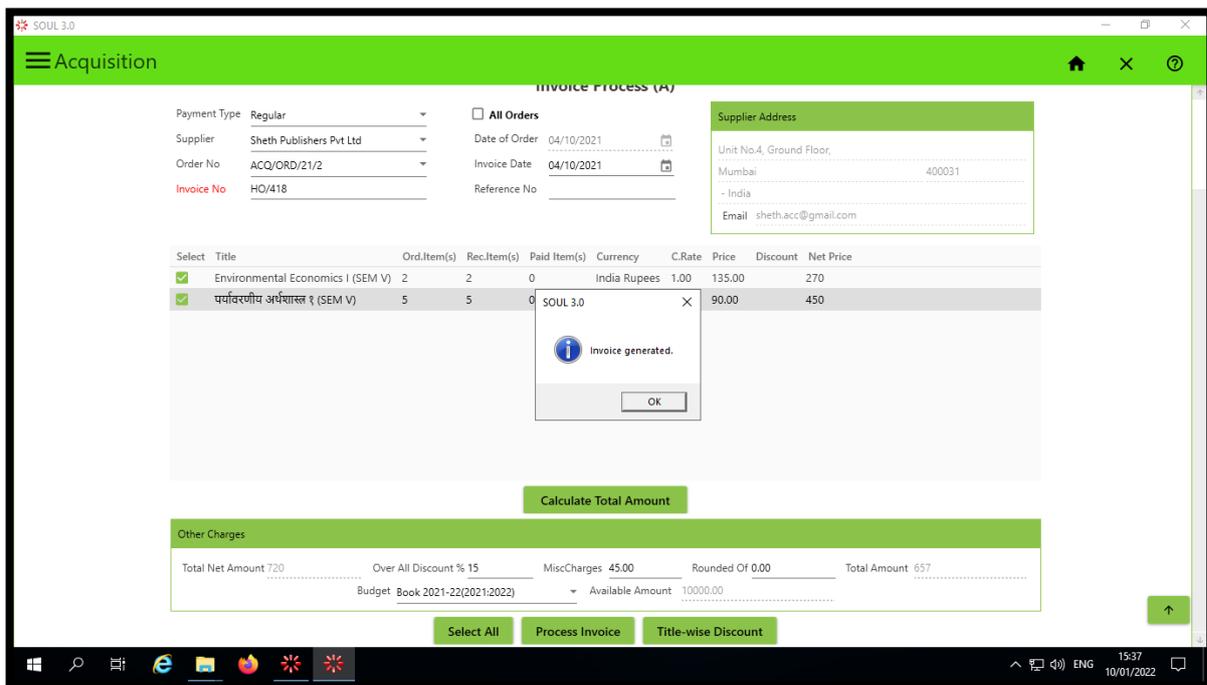
Screenshot of all the modules

## Use of Different Modules:

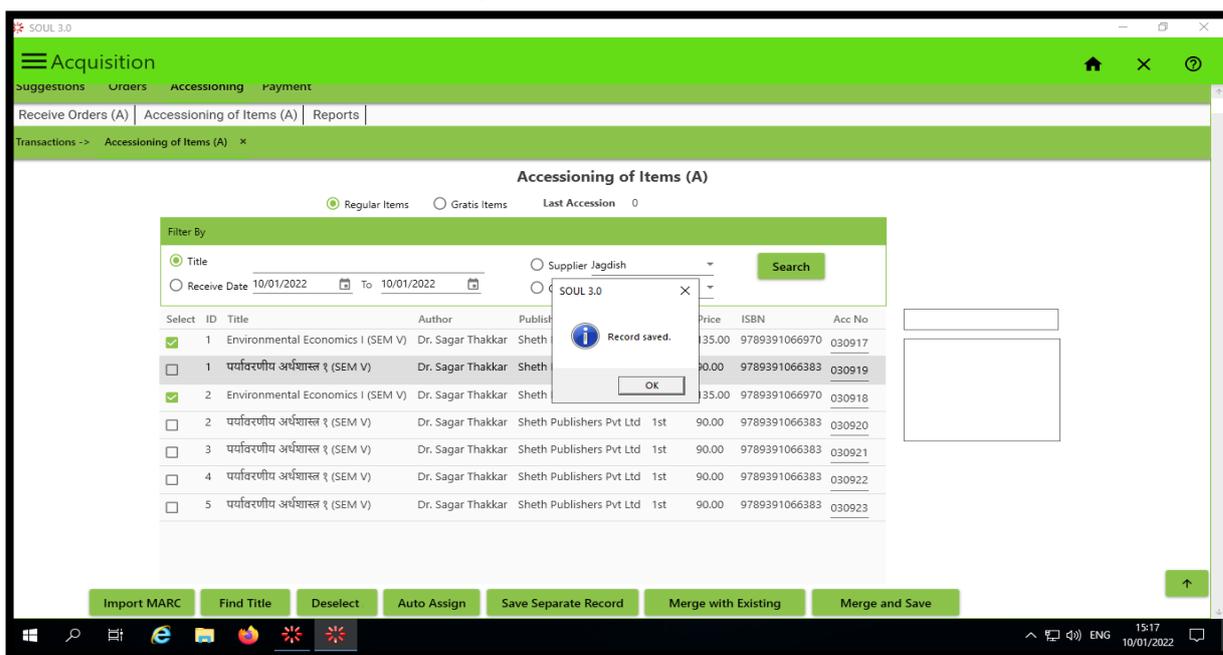
### 1. Acquisition Module:

The acquisition module enables library staff to handle the following functions:

- Suggestion Management
- Order processing, cancellation, and reminders
- Receipt, payment, and budgetary control
- Feed data of currency, vendors, publishers, etc.



Screenshot of the Acquisition module (Processed Invoice)



Screenshot of accession books while processing in the acquisition module.

2. Cataloguing Module:
3. Circulation Module
4. Serial Control Module
5. Reports of the various modules
6. OPAC / WebOPAC

**CATALOGUE:** Catalogue module is used for retrospective conversion of library resources. The strong features of catalogue module are:

- 1) Allows user-generated customized reports
- 2) Facilitates authority database of person name
- 3) Corporate body, subject headings and series name
- 4) Master database of publishers
- 5) Supports full MARC 21 bibliographic format.

The screenshot displays the SOUL 3.0 Catalogue interface. The main window title is 'Catalogue'. The breadcrumb navigation is 'Catalogue -> Cataloguing Process -> Data Operation -> Book Bibliographic Details (Predefined)'. The interface is divided into several sections:

- Leader:** Includes a dropdown menu set to 'Book', a text field with 'nam a22 4a 4500', a 'Modify' button, and a 'Fixed Field (006/8)' section with a dropdown set to '210122n' and another 'Modify' button.
- Title Statement (245):** Features a 'Title added entr.' dropdown set to 'Nonfilingcharac', a 'Title \$a' field containing 'Business Economics SYBCOM Sem IV', and a 'Number of part \$n' field with a spinner control.
- Edition Statement (250):** Includes an 'Edition \$a' field with '1st' and a 'Rem. of Edition Stt.\$b' field.
- Contributors:** Contains tabs for 'Personal Name(100)', 'Corporate Name(110)', 'Meeting Name(111)', and 'Uniform Name(130)'. The 'Personal Name(100)' section is active, showing two entries:
  - Entry 1: 'Personal name(100/700)' with 'Type of personal name entry element' dropdown, 'Personal name \$a' field containing 'Johnson P A', 'Relator term \$e' dropdown set to 'Author', and 'Type of added entry/Thesaurus' dropdown. It has an 'Added Entry' checkbox.
  - Entry 2: 'Personal name(100/700)' with 'Personal name \$a' field containing 'Mascarenhas A D' and 'Type of added entry/Thesaurus' dropdown. It has a checked 'Added Entry' checkbox.

**Screenshot of Catalogue**

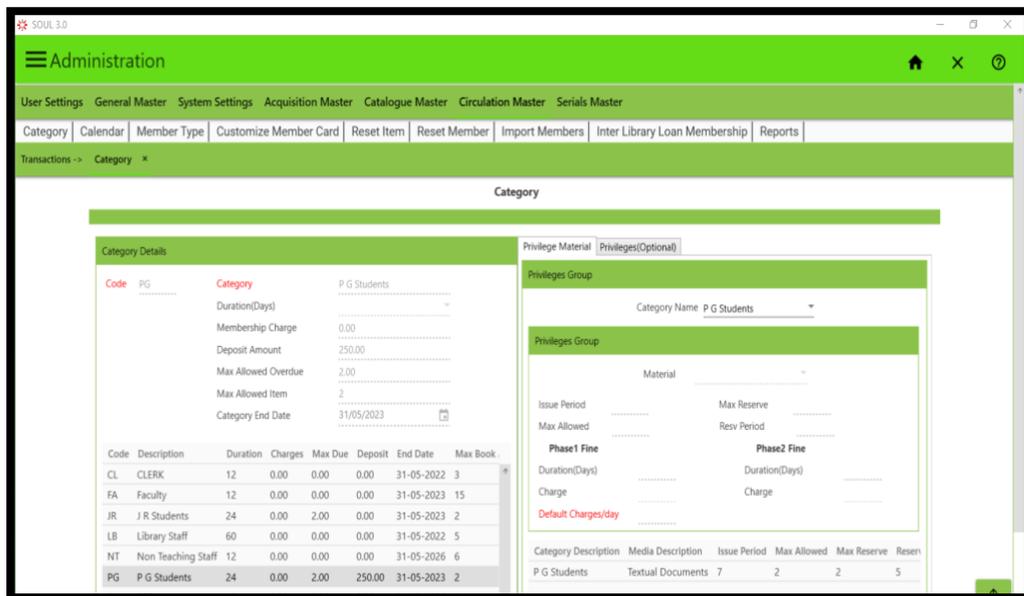
**CIRCULATION:** This module takes care of all possible functions of circulation. The circulation module is fully compliant with the NISO Circulation.

Major functions of the circulation module: Membership, Transaction, Interlibrary loan, Overdue charges, Reminder, Search status, Maintenance of the items such as binding, lost, replace, missing, withdrawal, etc. and Report generation based on the various requirements.



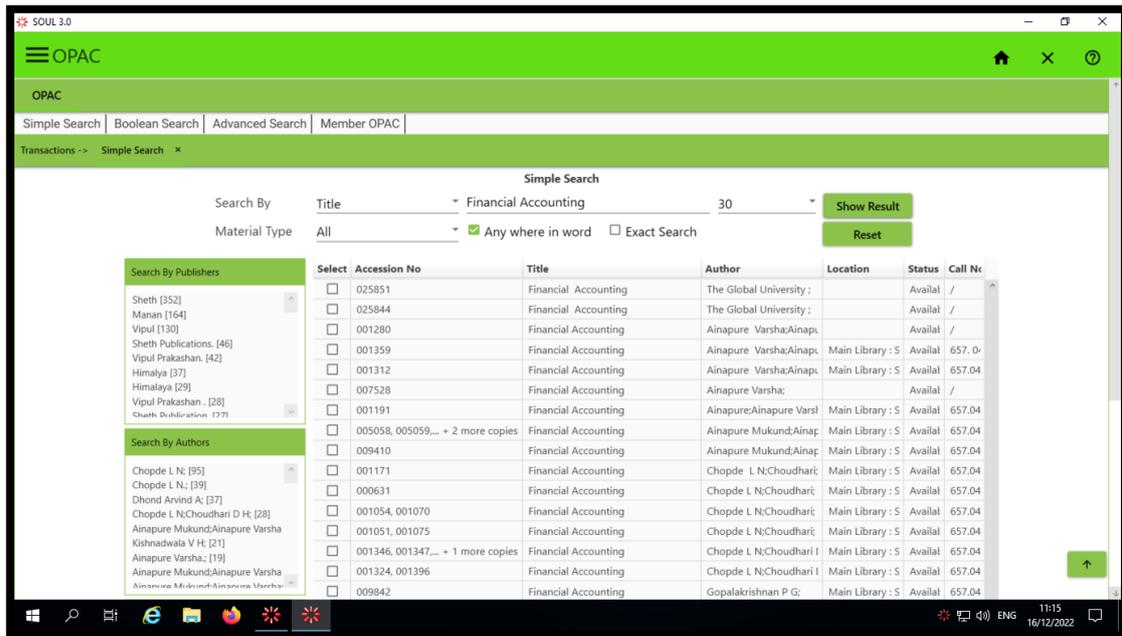
Screenshot of Circulation

**ADMINISTRATION:** Administration modules include following features: grouping of users based on the policy, transactional rights over the systems, transaction level security to users, various configuration settings such as labels, e-mail and other parameters related to the software use, and common master databases being used in modules.



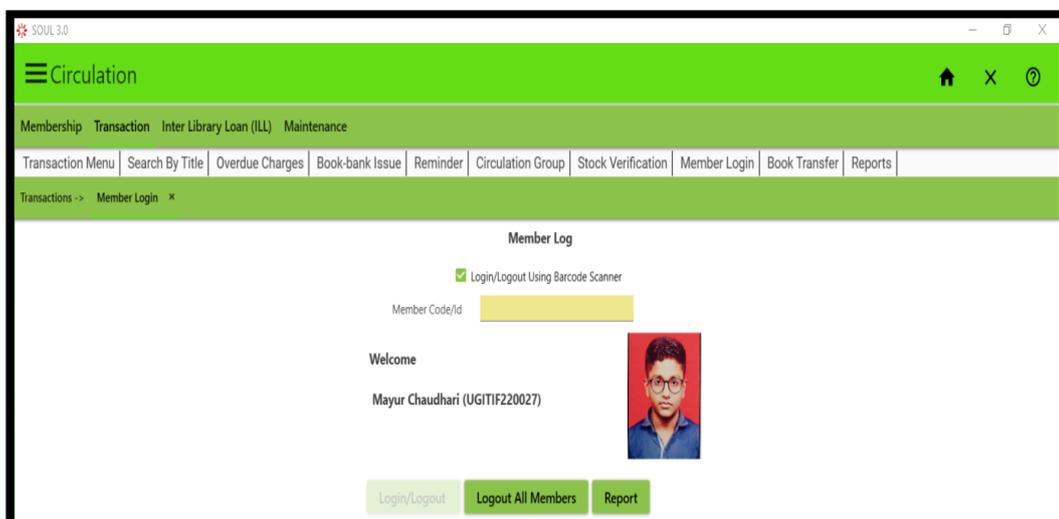
Screenshot of Administration

**OPAC:** SOUL-OPAC having different types of searching options like simple, advanced and Boolean searches. Users can know the status of library material. We have integrated OPAC with digital library access outside the campus by WEBOPAC.



Screenshot of OPAC

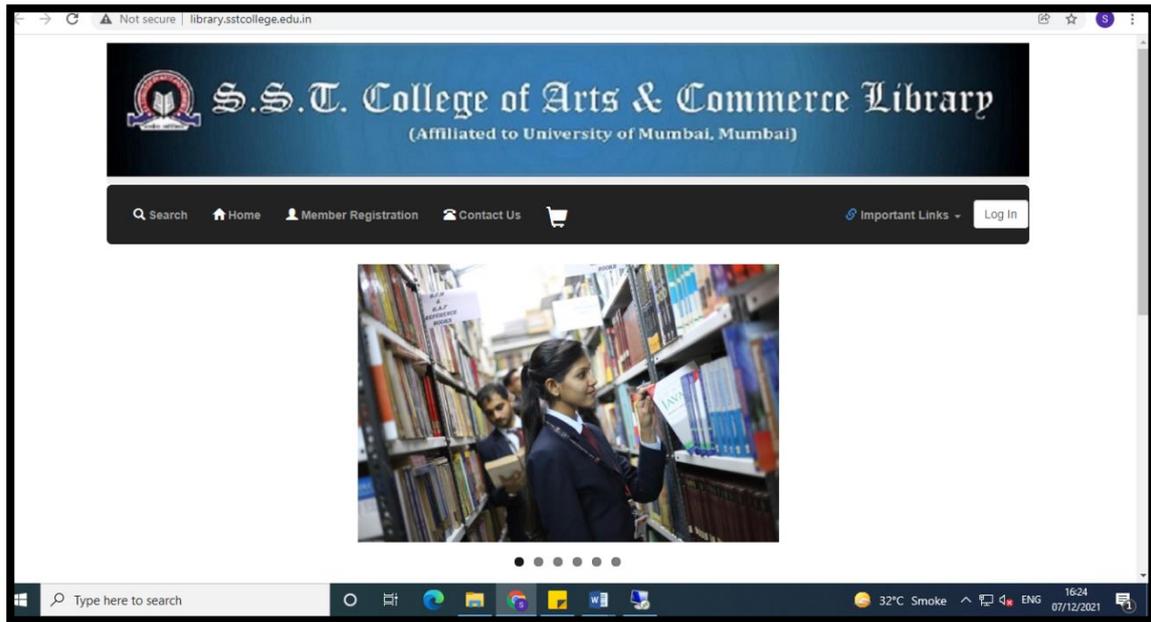
**MEMBER LOGIN/LOGOUT:** SOUL software having member log-in and log-out modules to authenticate attendance in library for students and staff with bar-coding option. Can generate log reports according to date, month, year wise too.



Screenshot of Member Login and Logout

**OPAC / WebOPAC:** <http://library.sstcollege.edu.in/>

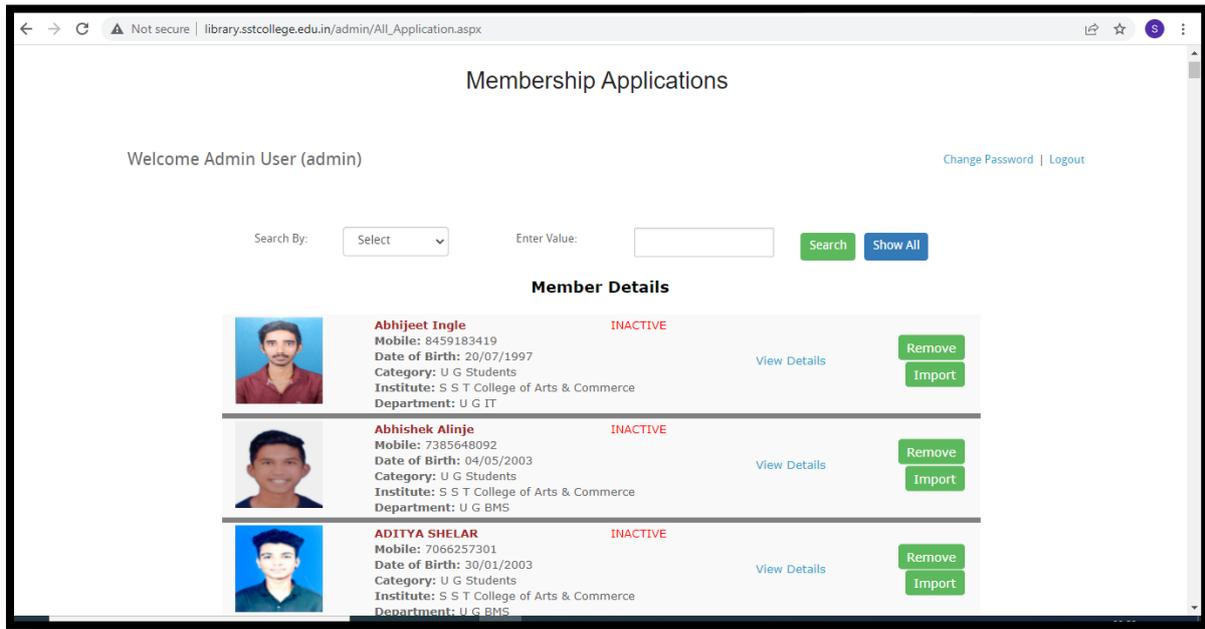
The WebOPAC of the SST College is integrated with the college website for users' convenience.



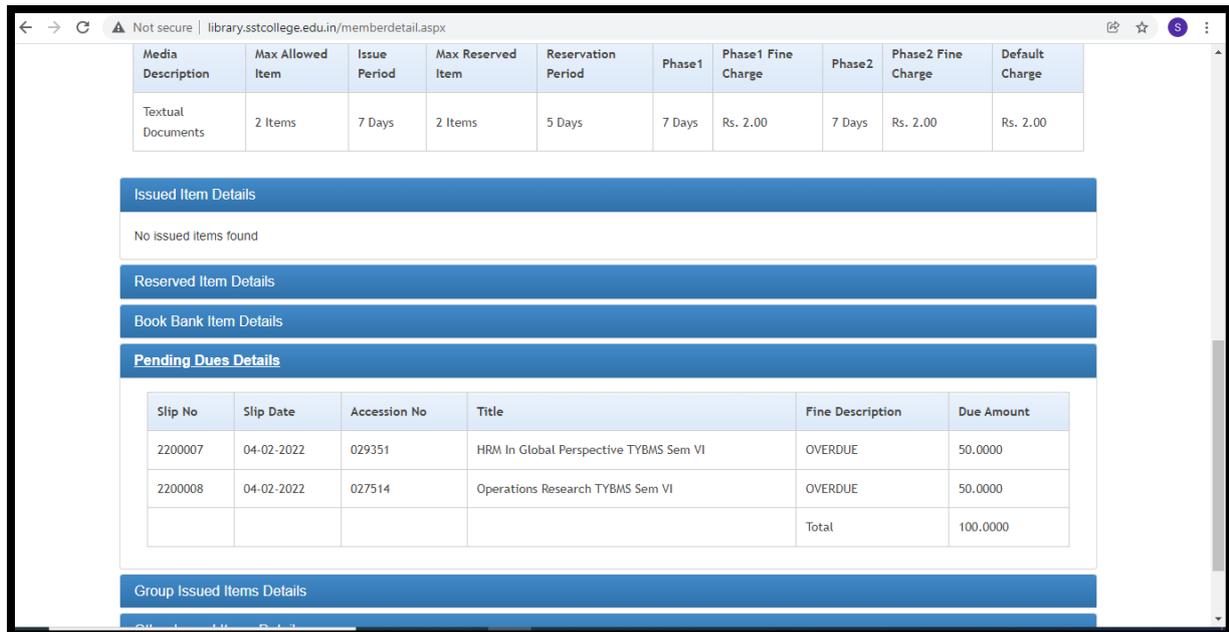
**Library catalogues can be retrieved online**

**The following facilities are offered to the library users through WebOPAC**

- View details about the library
- Check the availability & status of Books
- Basket and favourites facility for bookmark
- Online registration of library membership
- Check details of library membership
- View the library rules & regulations
- Recommendation or suggestion of new titles for the library collection
- View the status of recommended titles.
- Links of important databases.



## Online Library Membership through WebOPAC:



## Accessing Membership details on WebOPAC:

Overdue fine reflecting and that is remotely accessible.



## Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

### सूचना एवं पुस्तकालय नेटवर्क केन्द्र

(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

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INF/HRD/SOUL2.0-REC/0076/2018

14<sup>th</sup> May, 2018

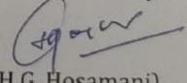
To,  
The Principal  
S.S.T College of Arts and Commerce,  
Gorakshnath Complex, Morya Nagari,  
Ulhasnagar - 421004  
Dist. Thane, Maharashtra.

Dear Sir/Ma'am,

Please find enclosed herewith Payment Receipt No: **22530** Dated: **14-05-2018** issued against **Bank Transfer** dated: **14-05-2018** for **5,400/-** (Rupees Five Thousand Four Hundred Only) towards **SOUL 2.0 Limited Edition Software (Remaining Amount)**.

Thanking you,

Yours faithfully,

  
(H.G. Hosamani)  
Scientist-C (LS)



## Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

Inflibnet Centre, Infocity, Gandhinagar - 382007 (Gujarat) INDIA  
Phone : +91-79-23268000 - 499 | E-mail : accounts@inflibnet.ac.in  
PAN No. : AAAT11480J | GSTIN : 24AAAT11480J1ZS

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Receipt No. : 22513

Date : 08/05/2018

Received from Shri / Ms. / M/s. The Principal, S.S.T. College of Arts and Commerce, Chatekshimeth Complex, Moray Nagar, Ulhasnagar, Pin- 421004, Dist. Thane, Maharashtra

Invoice No. / Ref Letter No. \_\_\_\_\_ Dated \_\_\_\_\_

sum of Rupees Thirty Thousand only

in Cash / Cheque / D.D. No. / UTR No. B.T.C. NEFT \* BKDN0470459 \* SDC845 -12240 X S S T college of ARTS Dated 08/05/2018

Drawn on \_\_\_\_\_ Payable at : \_\_\_\_\_

on account of Sale of Soul 2.0 Limited Edition Software

₹ 30,000/-

(Subject to realization)

For. Administrative Officer (PA&F)  
INFLIBNET CENTRE