

# **Departmental Library**

## **(Department of Textile & Fibre Engineering)**

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### **ABOUT**

The Textile and Fibre Engineering Library provides extensive coverage of the scientific and technological aspects of textile production and processing known as the Resource Centre. In keeping With the vision and mission of the department, the library has been established to respond effectively, where possible, to the knowledge and information needs of the department. It contains more than a thousand titles drawn from sources such as books, conferences, Theses, reports, standards, technical reports, and Ncute` publications. The library's subject coverage includes manufacturing techniques, textile end products, and chemicals and dyes, the properties of natural and synthetic fibres and yarns, environmental issues, and the related areas of chemistry, biology, and physics. It is housed in a ventilated and air-conditioned area with sufficient stacking area, located in the first floor where students, faculty, and visitors can read, study, or consult the theses and also functionally designed room with a seating capacity of 40–50 readers.

### **OBJECTIVE**

A textile library's main purpose is to act as a comprehensive information hub for textiles and topics that are closely related to them. It strives to make a variety of resources available, such as books, theses, fabric samples, and other pertinent things to meet the requirement by giving the educators, staff, researchers, and students who study textiles access to the necessary resources. To assist teachers and students in their learning and teaching endeavors.

## **IMPORTANCE**

To promote learning, creativity, collaboration, and industry assistance, a textile and fibre engineering library is crucial. It offers the required materials. The development of the textile and fibre sector is facilitated by empowering researchers and students.

Libraries for textile and fibre engineering are crucial resources for learning and instruction. Students seeking degrees in textile and fibre engineering will find this to be a useful resource. TFE library provides access to various resources as well as textbooks, reference books, and study aids that support learning and project work, support growth and innovation.

## **ONLINE CATALOGUE**

Visit the site- <https://libcat.iitd.ac.in/>.

## **COLLECTION**

TFE resource centre have more than 1300 existing collection including Books, Theses, Dissertation, and Donated collection.

## **LIBRARY CIRCULATION POLICY**

Currently, the Resource Centre is kept open to its users on all working days, excluding institute and government holidays.

**Opening hours:** 9am to 5pm (Mon-Fri)

**Circulation hours:** 9: 30 am to 5pm

**Closing:** Resource Centre will be closed on weekends (Sat-Sun)

## Prerequisite

All the students, faculty members and employees of the department can register themselves for membership of the library. All Students, faculty and staff members are issued bar-coded patron cards.

**Users must carry their institute ID card/RFID card while using the library.**

## Borrowing Guidelines

Category of member	No of books that can be issued	Duration of issue
Faculty	4	One Semester
Research Scholars (Ph.D.)	3	7 days
Post-Doctoral Fellows	2	7 days
PG	2	2 days
UG	1	2 days

- When books are issued, users should meticulously verify them for missing pages, chapters, etc.
- Book that is returned by user in damaged condition will NOT be accepted. Damaged books will have to be replaced by the borrower.
- Reference books, theses, and dissertations cannot be checked out from the library (available only for reference purpose)
- Users are requested to return books on time.
- Please contact Circulation Counter for reservation of the books.

## Renewal

Up to two renewals of issued books are permitted if they are not in high demand or reserved by other users. Books that are past due are not renewable.

## Overdue Fine

Items that are returned after the due date are considered overdue and fine will be **5Rs / Day**.

## **Cost recovery of Lost Books**

Following are the approved criteria for recovering the cost of lost books by Library members:

- The lost book should be replaced by a new book with overdue charges, if any and with processing charges of Rs. 100/- for each book.
- In case the book is out of print or not available in the market then the double of the cost mentioned in the Accession register should be charged with processing charges of Rs. 100/- for each book with overdue charges, if any.
- Minimum of Rs. 300/- to be charged with processing charges of Rs. 100/- for each book with overdue charges, if any.
- The cost of the book in foreign currency to be charged at the current conversion rate of the currency.

## **ACTIVITIES OF TFE RESOURCE CENTER**

Issue and Return

Reading/Lecture

Presentation/Meetings

Interviews/Faculty Discussion

Exam/Viva

## **CONTACT INFORMATION**

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