

# LIBRARY ORIENTATION

**ATANU GANGULY**  
**ASSISTANT LIBRARIAN**



**CALCUTTA  
BUSINESS  
SCHOOL**

# KNOW YOUR LIBRARY

- **Total Books: 8500**
- **Total Journal & Magazine (Print version): 32**
- **Newspaper: 09**

## **Library Team:**

1. **Mr. Atanu Ganguly**, Assistant Librarian
2. **Mr. Ramesh Chandra Paul**, Library Attendant (Day)
3. **Mr. Nazim Mistry**, Library Attendant (Evening)

For any Issues, Grievances, Problems, Request & Suggestions:

**Mr. Atanu Ganguly**, Member Library Committee

 **atanug@calcuttabusinessschool.org**

 **+ 91 9433312257**

# KNOW YOUR LIBRARY

- **Library Webpage** (Tab: Infrastructure-Library)

<https://calcuttabusinessschool.org.in/library.php>



Home About Us ▾ Academics ▾ **Infrastructure ▾** Admissions ▾ Placement ▾ Life@CBS Quick Links ▾

## Library Rules

### Journal/Magazine List

### Library Orientation

### E-Journal

### Databases

### Pearson ELibrary

### Online Learning Resources

### Digital Library

### Open Access Resources [OAR]

### OPAC

### MOOC

## Library Timings

The opening hours are as follows:

### Reading Room & Digital Library:

Monday to Friday: 10:00 am to 9:00 pm

Saturday: 10.00 am to 05.30 pm

Digital Library can be access form Classroom, Faculty Rooms, Common Rooms, Hostel and Faculty Quarters anywhere within the Campus.

### Circulation Counter:

Monday to Friday: 10.00 am to 01.00 pm & 01.30 pm to 05.30 pm

**Library will be closed on all listed holidays of the Institute.**

**Private Photocopying & Scanning Facility:** 10.00 a.m. to 05.00 p.m. (Monday to Saturday) on payment basis.

Note: The above timing is subject to change as per requirement.

## Membership Registration

Admission is normally restricted to the Institute community. However, external scholars and corporate houses may also be granted membership with prior permission of Director/Principal/Dean.

Category	Entitlement	Retention Period
PGDM students –	3 Books	15 days
Faculty Members	5 Books (may increase upto 10)	45 days

# KNOW YOUR LIBRARY

- **OPAC** (Online Public Access Catalogue)

OPAC

Article Type:

Article Details

Srl
-----

Copy Details for s

Srl	Accs.
-----	-------

Search Result

Item	Operator	Value	Logical op.
Main Title	Contain		Select

Show all Search Result

Details

Read Pdf

GreenCAMPUS

# JOURNAL/MAGAZINE SECTION





# NEWS PAPER



The following newspapers are available:

- 1.The Times of India
- 2.The Telegraph
- 3.The Economic Times
- 4.The Financial Express
- 5.Business Standard
- 6.Business Line
- 7.The Mint
- 8.The Wealth (Weekly)
- 9.Employment News

# STACK ROOM : OPEN ACCESS





# GIFT & REFERENCE SECTION

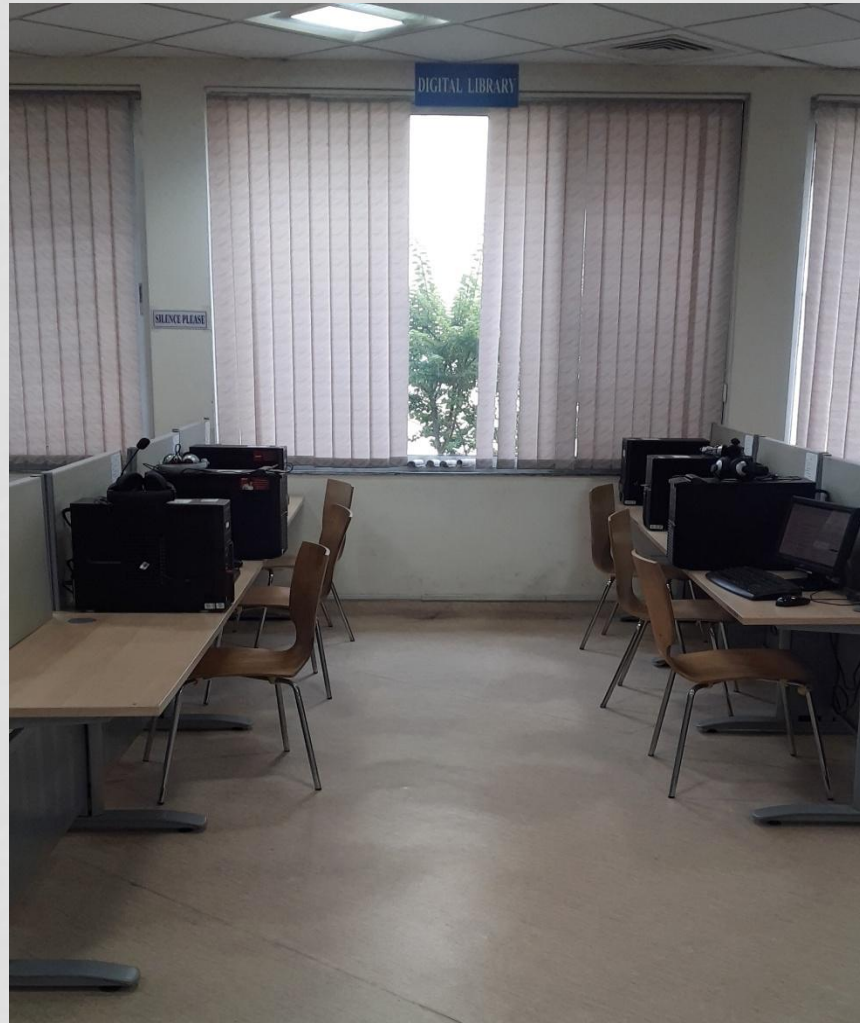




# SELF STUDY



# DIGITAL LIBRARY



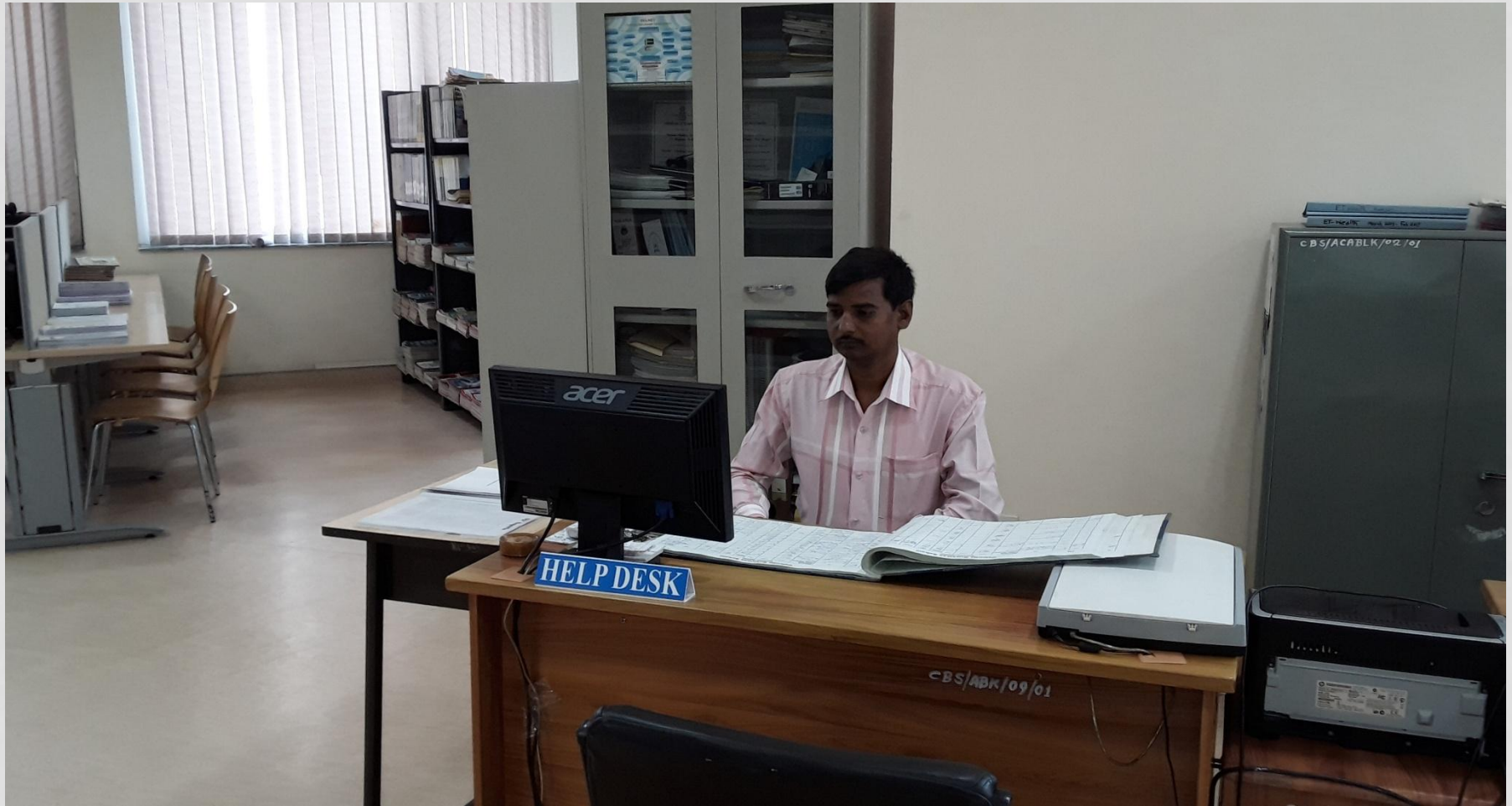
# READING ROOM

10.00AM - 9.00 PM





# HELP DESK



# CIRCULATION COUNTER (10AM-12.30PM & 1.30PM-5.30PM)





# DIGITAL LIBRARY

## 1. National Digital Library (NDL)

<https://ndl.iitkgp.ac.in/>

[use your personal ID and password after registration.]

The screenshot displays the homepage of the National Digital Library (NDL). At the top, a dark green header bar contains the NDL logo on the left and 'Log-in' and 'Fullscreen' links on the right. Below the header, a banner features a collage of students and the text 'One Library All of India' in large, bold letters, with 'All of India' in green. Underneath this, a smaller line reads 'A Single Window Towards Paradigm Shift in Indian Education'. A search bar with a dropdown menu set to 'English' and a 'Search' button is positioned below the banner. The main content area is divided into six horizontal tiles, each representing a different category: 'CULTURAL ARCHIVES' (with an icon of a person writing), 'NEWSPAPER ARCHIVES' (with an icon of a newspaper), 'JUDICIAL RESOURCES' (with an icon of scales of justice), 'PATENTS & STANDARDS' (with an icon of a document and a lightbulb), 'SCHOOL EDUCATION' (with an icon of a person writing), and 'HIGHER EDUCATION' (with an icon of a person writing). Each tile has a corresponding icon and a list of content providers or subjects below it. The bottom of the page features a navigation bar with arrows and labels for each category: 'Content Providers' for Cultural Archives, Newspaper Archives, and Judicial Resources; 'CPC Classification' for Patents & Standards; and 'Subjects' for School Education and Higher Education.

National Digital Library of India

Sponsored by  
शिक्षा मंत्रालय  
MINISTRY OF  
EDUCATION

75  
Azadi Ka  
Amrit Mahotsav

Developed by  
INDIAN INSTITUTE  
OF TECHNOLOGY  
KHARAGPUR

One Library All of India

A Single Window Towards Paradigm Shift in Indian Education

English Enter your search key... Search

CULTURAL ARCHIVES  
Content Providers

NEWSPAPER ARCHIVES  
Content Providers

JUDICIAL RESOURCES  
Content Providers

PATENTS & STANDARDS  
CPC Classification

SCHOOL EDUCATION  
Subjects

HIGHER EDUCATION  
Subjects

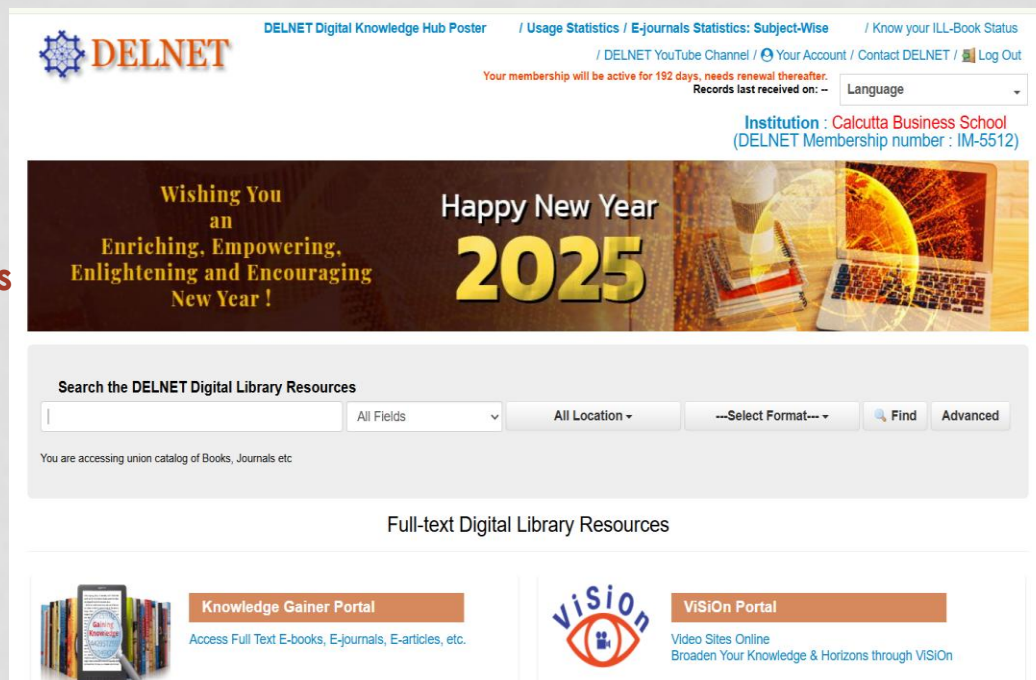


# DIGITAL LIBRARY

## 2. DELNET

<http://delnet.nic.in/>

[login & password which will be supplied during access]



E-Journals (Full-Text)

Thesis / Dissertations

E-Books & Audio Books

Divyangjan Resources

E-Newspapers

Cambridge Dictionary

National Portal of India

JSTOR (Multidisciplinary)

Manuscripts, Rare Books & Archival Materials

# DIGITAL LIBRARY

## 3. American Library

[https://elibraryusa.state.gov/login?return\\_url=%2F](https://elibraryusa.state.gov/login?return_url=%2F)

[login & password which will be supplied during access]



eLibraryUSA is a digital collection of information resources from the United States with quality newspapers, magazines, journals, books, dissertations and award-winning films and videos.



### Libby, by OverDrive

Borrow **ebooks**, **audiobooks**, **digital magazines**, and more to read on your phone or tablet using the **Libby app** by OverDrive. Log in with your eLibraryUSA account for access. See our [video tutorials and guide](#).



### PressReader

Access thousands of **newspapers and magazines** from around the world in a user-friendly format. With PressReader, you can stay informed with popular publications and discover stories from global perspectives.



### Academic Search Premier

Explore EBSCO's extensive database, providing access to 6,000+ peer-reviewed **journals** across diverse academic fields. This is a reliable resource for students, educators, and researchers seeking high-quality, scholarly sources for in-depth projects.



### JSTOR

JSTOR provides access to a vast archive of academic **journals** focusing on social sciences, history, and economics. This resource is ideal for deep research and discovery, with articles from respected publications across multiple fields.



### ProQuest Dissertations & Theses Global

Dive into ProQuest's extensive database of over 1.5 million **dissertations** from 700+ universities worldwide. This is an essential resource for researchers and



### BookFlix

BookFlix is designed to engage beginner readers by combining animated **fictional stories** with related **nonfiction books**. It's an educational tool aimed at young learners, making reading interactive and



### Kanopy

Kanopy provides a curated selection of educational **documentaries** and **films** covering contemporary U.S. topics and cultural themes. Stream thought-provoking content to explore diverse



### Resource Guides

Access digital resources for learning, research, and entertainment, including ebooks, audiobooks, databases, news, and video streaming. Tutorials and guides are available to enhance your

# DIGITAL LIBRARY

## 4. British Council Library

<https://library.britishcouncil.org.in/cgi-bin/koha/opac-user.pl>

[login & password which will be supplied during access]

**BRITISH COUNCIL**

British Council Digital Library

Discover

Search

MyLOFT

Monthly Picks

BBC Science Focus

BBC Wildlife Magazine

Harper's Bazaar (UK) Magazine

National Geographic Traveller (UK) - Food

National Geographic Traveller (UK)...

Newsweek International

The Economist (EU) Magazine

The Economist (UK) Magazine

Explore

Newspapers

Magazines

Audiobooks

Fiction

Comics

ProQuest Ebooks

EBSCO

JSTOR

Jump to top

V 2.1.29  
Powered by MyLOFT  
© 2025

javascript: void(0);



# E-JOURNAL DATABASE

- EBSCO






<http://search.ebscohost.com>

[login & password which will be supplied during access]





CALCUTTA BUSINESS SCHOOL

 EBSCOhost

My dashboard ^

-  Projects
-  Saved
-  Recent activity
-  Holds & checkouts
-  Alerts

Research tools

-  New search
-  Help
-  Publications authority
-  Subjects authority

Search articles, books, journals & more

Searching: All databases (5)

 MyEBSCO  
Sign in

Basic search

<input type="text"/>	All fields
AND <input type="text"/>	All fields
AND <input type="text"/>	All fields

 Add row |  Delete row

Clear all

Search

Filters Search options Publications Subjects

Limit your results

Clear all

- ☐ Full Text
- ☐ Peer Reviewed

# E-JOURNAL

- Sage Online

<http://online.sagepub.com>

[login & password which will be supplied during access]

**Sage Journals**

I have access via:

CALCUTTA  
BUSINESS SCHOOL

  
Access/Profile

  
Cart

Browse by discipline ▾

Information for ▾

Discover world-class research

Enter search terms...



[Advanced search](#)



Browse journals by discipline

Health Sciences

Life & Biomedical  
Sciences

Materials Sciences &  
Engineering

Social Sciences &  
Humanities

All Sage Journals



# LIST OF E-JOURNALS

1. Asian Journal of Management Cases
2. Asia Pacific Journal of Management Research and Innovation
3. IIM Kozhikode Society and Management Review
4. Journal of Contemporary Business Research
5. Journal of Human Values
6. Metamorphosis: Journal of Management Research
7. Paradigm
8. South Asia Economic Journal
9. South Asian Journal of Business and Management Cases
10. Vikalpa



# COURSE MATERIALS (VIDEO LECTURES)

## NPTEL

National Programme on Technology Enhanced Learning. Contents for the above courses were based on the model curriculum suggested by **All India Council for Technical Education (AICTE)** and the syllabi of major affiliating Universities in India.

Visit the link: <https://nptel.ac.in/>

[Initiatives ▼](#)[Courses ▼](#)[NPTEL STARS](#)[Coordinators](#)[NPTEL Testimonials](#)[Help Videos](#)[More ▼](#)[Log in](#)

NPTEL HAS WON THE  
**LIFE LONG LEARNING  
AWARD-GOLD**

AT THE REIMAGINE EDUCATION AWARDS AND CONFERENCE 2022  
ORGANIZED BY QS AND WHARTON UNIVERSITY

1.86 Billion+ Views,  
5.3 Million+ YouTube  
subscribers

3200+ unique courses  
available for self study.

3.44 crore+ enrollments  
63.3 lakhs+ exam  
registrations

7200+ LC colleges  
8387 MOOCs completed  
100+ Industry associates

# E-BOOKS

## **Pearson E-library**

To Access Link: <https://eLibrary.in.pearson.com>

**User ID: Your registered email**

**IDPassword: Pearson@1**

### **Steps to Access eBooks:**

- Log in to the Pearson eLibrary platform.
- Click on the My Library tab to view all the subscribed Pearson titles (34 titles in total).
- Click on Add to Bookshelf for each title you wish to add.
- Once added, go to My Bookshelf to begin reading the eBook.

# LIST OF E-BOOKS

Pearson 34 book(s) are available in eLibrary

1. Marketing Management, An Asian Perspective  
Kotler, Philip
2. Processes, Systems, and Information: An Introduction  
Kroenke
3. INTRODUCTION TO DATA MINING  
PANG-NING TAN
4. Managerial Economics  
Agarwal
5. Business Communication for Managers, 2/e  
~~Bajaj, Mehra~~
6. Business Ethics: An Indian Perspective, 3e  
Fernando
7. Business Communication Today  
Courtland L. ~~Boyce~~
8. Supply Chain Management  
Sunil Chopra
9. Supply Chain Management : Text and Cases  
~~Sople~~
10. Business Intelligence: A Managerial Approach  
~~Sharda, Ramesh; Dele, Dursun; Turban, Efraim; King, David~~
11. Managerial Accounting  
Proctor
12. Operations Strategy, 5/e  
Slack
13. The Art and Science of Business Communication...  
~~P.D. Chaturvedi; Chaturvedi Mukesh~~
14. Statistics For Management, 8/e  
Levin
15. Business Analytics, 3e  
Evans
16. R for Everyone: Advanced Analytics and Graphi...  
Lander
17. Service Operations Management: Improving Serv...  
NA
18. Consumer Behaviour : The Indian Context (Conc...  
Ramesh Kumar
19. Business Statistics  
~~Bajaj~~
20. Business Research Methods, 2e  
~~Bajaj~~
21. Organizational Behavior 18e  
Robbins/Vohra
22. Verbal Ability and Reading Comprehension for ...  
Sinha ~~Nishit, K~~
23. Fundamentals of Digital Marketing  
~~Puneet Singh Bhatia~~
24. Supply Chain Management 2/e  
Shah
25. Behavior in Organizations  
Greenberg
26. Quantitative Aptitude for CAT, 4e  
Sinha ~~Nishit, K~~
27. Consumer Behavior, 12/e  
~~Schiffman~~
28. Legal Aspects of Business  
Agarwal
29. Human Resource Management  
~~Dessler Gary~~
30. Business Ethics: Concepts and Cases  
Velasquez
31. FINANCIAL ACCOUNTING  
P. C. ~~Tulsian~~
32. Financial Management  
I.M. Pandey
33. Strategic Brand Management  
Keller; ~~Parameswaran; Jacob~~
34. Financial Accounting for Managers  
AMBRISH GUPTA



# INSTITUTIONAL MEMBERSHIP

- **DELNET**

<http://delnet.nic.in/>

- **NDLI**

<https://ndl.iitkgp.ac.in/>

- **British Council Library**

<https://www.britishcouncil.in/library>

- **American Library eLibraryUSA**

<https://in.usembassy.gov/education-culture/american-spaces/american-center-kolkata/american-library-kolkata/>

# OTHER RESOURCES

## e-PG Pathshala

e-PG Pathshala is an initiative of the MHRD under its National Mission of Education through ICT (NME-ICT) 22,000 e-modules are available It provide high quality, curriculum-based, interactive content of 70 subjects across all disciplines of social sciences, arts, fine arts & humanities, natural & mathematical sciences.

Visit: [www.epgp.inflibnet.ac.in](http://www.epgp.inflibnet.ac.in)

or

<https://sakshat.ac.in/?project=e-pg-pathshala>



# OTHER RESOURCES

## PARAKH

### Student's Learning Assessment Portal

It is designed to measure the benchmark levels and gains in academic and aptitude skills by the students in technical programs and to understand the various factors that affect skill development of students in Technical Institutes across India.

Visit the below link:

<https://parakh.aicte-india.org/login>





# OTHER RESOURCES

## SWAYAM

SWAYAM seeks to bridge the digital divide for students who have hitherto remained untouched by the digital revolution and have not been able to join the mainstream of the knowledge economy.

Link: <https://swayam.gov.in/about>



[About Swayam](#) [All Courses](#) [National Coordinator](#) [Local Chapters](#) [FAQ](#) [Swayam Plus](#)



[Login/Sign up](#)



Search SWAYAM Courses



Popular Courses



Architecture & Planning



Design



Engineering & Technology



Health Sciences



Humanities & Arts



Law



Management & Commerce



Maths & Sciences

Ongoing Courses

**1690 +**

Ongoing Enrollments

**43.6 lakh+**

Exam Registration

**6 lakh+**



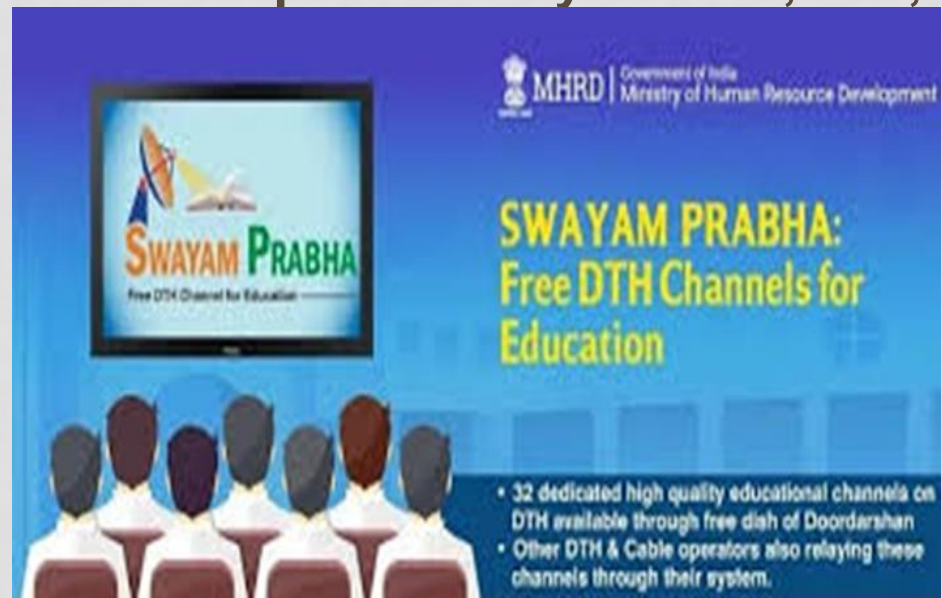
# OTHER RESOURCES

## SWAYAM- PRABHA

It is a group of 34 DTH channels devoted to telecasting of high-quality educational programmes on 24X7 basis using the GSAT-15 satellite. Every day, there will be new content for at least (4) hours which would be repeated 5 more times in a day, allowing the students to choose the time of their convenience. The contents are provided by NPTEL, IITs, UGC, CEC, IGNOU.

Link:

<https://www.swayamprabha.gov.in/>

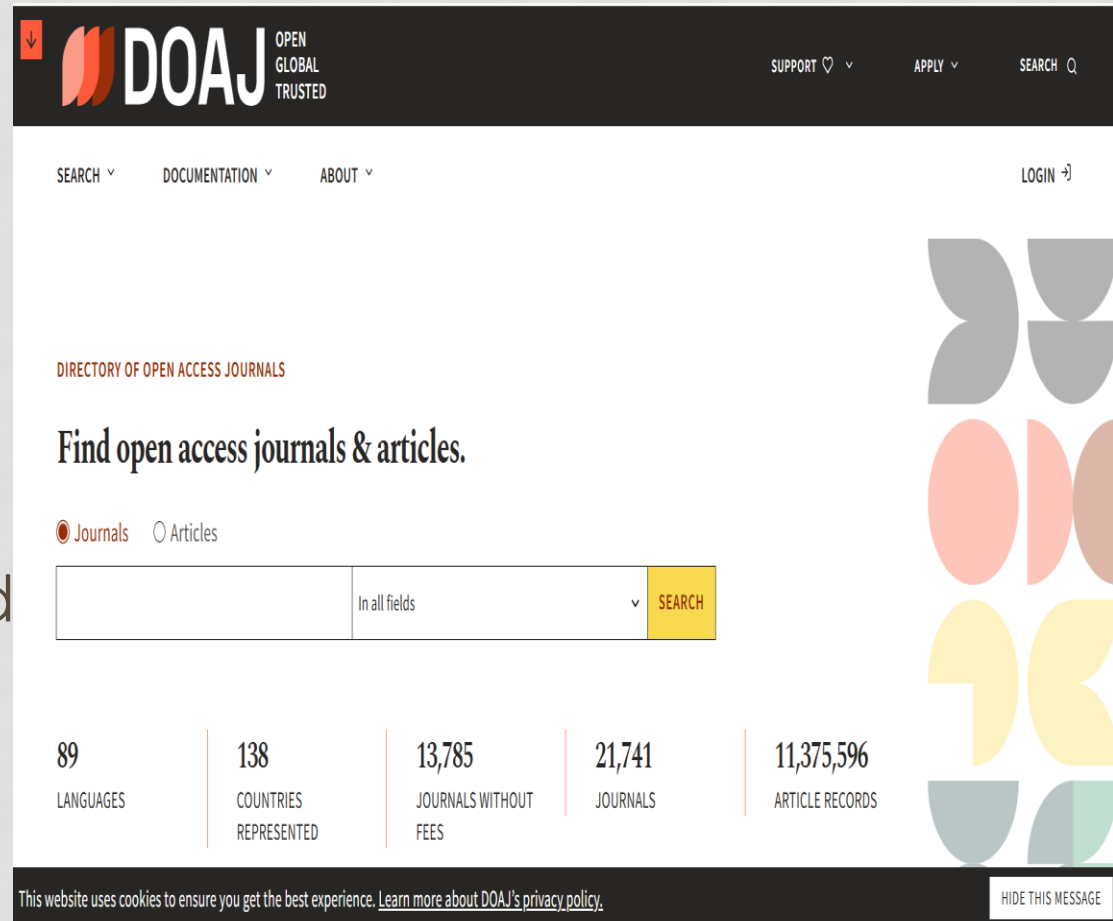


# OPEN SOURCES RESOURCES

## Directory of Open Access Journals

Link: <https://doaj.org/>

DOAJ is an online directory that indexes and provides access to high quality, open access, peer-reviewed journals. All data is freely available.



The screenshot shows the DOAJ website homepage. The header is dark with the DOAJ logo (three red vertical bars) and the text "DOAJ OPEN GLOBAL TRUSTED". Navigation links include "SUPPORT", "APPLY", and "SEARCH". Below the header, there are links for "SEARCH", "DOCUMENTATION", and "ABOUT", along with a "LOGIN" link. The main content area features the text "DIRECTORY OF OPEN ACCESS JOURNALS" and "Find open access journals & articles." Below this, there are radio buttons for "Journals" (selected) and "Articles". A search bar is present with a dropdown menu set to "In all fields" and a yellow "SEARCH" button. At the bottom, there are five statistics: 89 LANGUAGES, 138 COUNTRIES REPRESENTED, 13,785 JOURNALS WITHOUT FEES, 21,741 JOURNALS, and 11,375,596 ARTICLE RECORDS. A footer bar contains a cookie notice and a "HIDE THIS MESSAGE" button.

DOAJ OPEN GLOBAL TRUSTED

SUPPORT ▾ APPLY ▾ SEARCH 🔍

SEARCH ▾ DOCUMENTATION ▾ ABOUT ▾ LOGIN →

DIRECTORY OF OPEN ACCESS JOURNALS

Find open access journals & articles.

☒ Journals ☐ Articles

In all fields ▾ **SEARCH**

89	138	13,785	21,741	11,375,596
LANGUAGES	COUNTRIES REPRESENTED	JOURNALS WITHOUT FEES	JOURNALS	ARTICLE RECORDS

This website uses cookies to ensure you get the best experience. [Learn more about DOAJ's privacy policy.](#) **HIDE THIS MESSAGE**




# OPEN SOURCES RESOURCES

## Directory of Open Access Books

Link: <https://www.doabooks.org/>

The directory is open to all publishers who publish academic, peer reviewed books in Open Access and should contain as many books as possible, provided that these publications are in Open Access and meet academic standards.



The screenshot shows the homepage of the Directory of Open Access Books (DOAB). At the top, there is a navigation bar with the DOAB logo (an orange square with 'doab' in white) and the text 'directory of open access books'. To the right of the logo are three buttons: 'Search', 'Publisher login', and 'Language' with a dropdown arrow. Below the navigation bar is a dark blue horizontal bar containing links: 'For Librarians', 'For Researchers', 'For Publishers', 'Our Supporters', 'Resources', and 'DOAB'. The main content area has a dark blue background with the text 'Directory of Open Access Books' in white. Below this, it says 'Over 96,500 academic peer-reviewed books' in orange. To the right of this text is a search bar with the placeholder 'find books in DOAB...' and a 'search' button. Below the search bar, there is a link 'Browse by subject • language • publisher'. At the bottom of the page, there is a section titled 'TOP SUBJECTS' with a list of subjects: Education, Politics & government, Society & culture: general, Media studies, and Human geography.

doab directory of open access books

Search Publisher login Language ▼

For Librarians ▼ For Researchers ▼ For Publishers ▼ Our Supporters ▼ Resources ▼ DOAB ▼

Directory of Open Access Books

Over 96,500 academic peer-reviewed books

find books in DOAB... search

Browse by subject • language • publisher

DOAB is a community-driven discovery service that indexes and provides access to scholarly, peer-reviewed open access books and helps users to find trusted open access book publishers. All DOAB services are free of charge and all data is freely available.


TOP SUBJECTS

Education Politics & government Society & culture: general Media studies Human geography

# OPEN SOURCES RESOURCES

## Cambridge Free Books

Link: <https://libguides.cam.ac.uk/cambridgeebooks/free/>

UNIVERSITY OF  
CAMBRIDGE

LibGuidesCambridge Libraries

Accessing Resources

Cambridge Libraries | LibGuides | Accessing Resources | ebooks@cambridge | Free & open access

ebooks@cambridge: Free & open access

A guide to finding and using ebooks at the University of Cambridge

Find ebooks

Access ebooks

Use ebooks

Cite ebooks

Non-availability of ebooks

Copyright & licensing

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FAQs

Welcome 2024-25

Accessibility

About

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Let us know about any other free collections or titles and we will consider adding them to this page.

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OK

# OPEN SOURCES RESOURCES

## Springer Open Books

Link: <https://www.springeropen.com/>



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## SpringerOpen

The SpringerOpen portfolio has grown tremendously since its launch in 2010, so that we now offer researchers from all areas of science, technology, medicine, the humanities and social sciences a place to publish open access in journals. Publishing with SpringerOpen makes your work freely available online for everyone, immediately upon publication, and our high-level peer-review and production processes guarantee the quality and reliability of the work. Open access books are published by our Springer imprint.

[Find the right journal for you](#)

[Explore our subject areas](#)

[Learn all about open access](#)

### Find the right journal for you





# BORROWING OF BOOKS

- Students can issue **3 books for 15 days**.
- Students returning books after due dates will be fined  
**General Category: Rs. 20/-** per day's delay.  
**Overnight Category: Rs. 15/-** per hour's delay from 10 AM
- Borrowers **are liable for damage and loss of books**, if any; they should check the physical condition of a book while borrowing the same.

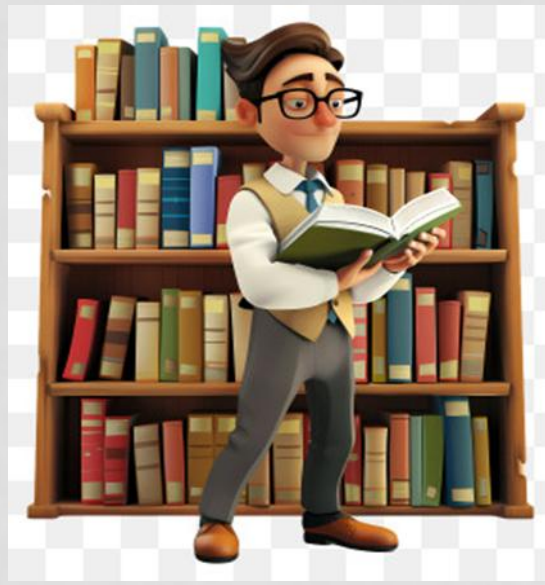
# DO'S AND DON'TS

- Do not hide, mishandle or upset the arrangement of books.
- Please do not replace a book on shelves, we will do it for you.
- Do not tear off pages from books or journals. Do not deprive other readers of a benefit you are keen on getting.
- Reading materials should not be taken out from the reading hall for Xeroxing, without express permission of the Librarian.
- Silence must be observed in the Library.
- The Library is your own property, help us to maintain it well.

# MOTTO OF LIBRARY

- Documents are for use
- Every User his/her documents
- Every documents its User
- Save time of User
- Library is a growing organism

Reading  
MAKES  
YOUR  
world  
BIGGER



THANK YOU

SEE YOU AT THE LIBRARY