Digital Resource Centre
Dr. Zakir Husain Library

⊙ GUIDELINES FOR USERS ⊙

1. The access to E-resources is for BONAFIED Members only.

2. Internet use should be restricted to browsing academic databases and literature.

3. The workstation can be used only by one person at a time.

4. Please do not tamper with the software.

5. Please be conscious of the others waiting for their turn.

6. One hour slot is allotted per day, in case waiting list exceeds the available workstations.

7. Requests for Internet access will be accepted as per schedule displayed on Notice Board.

8. No chatting, greetings, E-mails and word processing, please.

9. Please cooperate with the staff & show valid Identity Card on demand.

10. Do not save documents on desktop or hard disk as they are periodically deleted.

11. If you lose or forget your password it will need to be reset on submission of an application to the staff on duty on the prescribed Performa. Your new password will be sent to you within 3 working days.

12. You may avail print-out facility on demand against a payment of Rs 5/- per page.

13. The University Librarian reserves the right to cancel the membership of any user found abusing the facility.

For any suggestion/complaint
you may Email the
University Librarian
at
gmakhdumi@jmi.ac.in