REPORT

LIBRARY ORIENTATION PROGRAM – 2026

For Newly Admitted Students

Academic Year 2026



31 AUGUST – 10 SEPTEMBER 2026

Seminar Hall, Rabindra Library

ASSAM UNIVERSITY, SILCHAR

RABINDRA LIBRARY

ASSAM UNIVERSITY, SILCHAR



INTRODUCTION

Every year, **Rabindra Library, Assam University, Silchar** conducts the **Library Orientation** for newly admitted students. The program familiarizes students with the library's facilities, resources and services, helping them make effective use of the library for their academic activities.

RABINDRA LIBRARY

ASSAM UNIVERSITY SILCHAR



PROGRAM DETAILS

Name of Programme	Library Orientation
Organized by	Rabindra Library, Assam University, Silchar
Target Group	Newly admitted students, Academic Year 2026
Venue	Rabindra Library
Duration	31 August – 10 September 2026
Session Timings	**Session I:** 02:00 P.M. – 03:00 P.M. **Session II:** 03:30 P.M. – 04:30 P.M.
Sessions	Multiple sessions
Departments Covered	37 departments
Resource Persons	Library Staff

RABINDRA
LIBRARY
ASSAM UNIVERSITY
SILCHAR

OBJECTIVES
OF THE PROGRAM

1

FAMILIARIZE STUDENTS

With Rabindra Library, its layout, sections, facilities and resources.



2

INTRODUCE LIBRARY RESOURCES

Print, electronic and digital resources to help students access and use them effectively.



3

PROVIDE GUIDANCE ON KEY SERVICES

Web OPAC, library website, IDR, remote login, online fine payment and book renewal.



4

CREATE AWARENESS

About library rules, regulations and user responsibilities.



5

DEVELOP CONFIDENCE AND INDEPENDENCE

In using library resources and services for academic and research needs.



RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR

Library Orientation Programme – 2026

SCHEDULE OF ORIENTATION PROGRAMME – 2026

S/N	Department	Date & Session	Resource Person
1	Dept. of Bengali	31-08-2026 (02.00 PM - 03.00 PM)	Dr. T.D Choudhury
2	Dept. of English		
3	Dept. of Linguistics		
4	Dept. of Arabic	31-08-2026 (03.30 PM - 04.30 PM)	Mr. A Kundu
5	Dept. of Hindi		
6	Dept. of Manipuri		
7	Dept. of Urdu		
8	Dept. of Business Administration	01-09-2026 (02.00 PM - 03.00 PM)	Mr. P K Pal
9	Dept. of Performing Arts		
10	Dept. of Political Science	01-09-2026 (03.30 PM - 04.30 PM)	Dr. P D. Baruah
11	Dept. of History		
12	Dept. of Social Work		
13	Dept. of Sociology	02-09-2026 (02.00 PM - 03.00 PM)	Dr. R D Rabha
14	Dept. of Sanskrit		
15	Dept. of Mathematics		
16	Dept. of Visual Arts	02-09-2026 (03.30 PM - 04.30 PM)	Mr. S Das
17	Dept. of Philosophy		
18	Dept. of Commerce		
19	Dept. of Economics	03-09-2026 (02.00 PM - 03.00 PM)	Mr. A Kundu
20	Dept. of Statistics		
21	Dept. of Pharmaceutical Science	03-09-2026 (03.30 PM - 04.30 PM)	Dr. P D. Baruah
22	Dept. of Earth Science		
23	Dept. of Chemistry	07-09-2026 (02.00 PM - 03.00 PM)	Mr. S Das
24	Dept. of Physics		
25	Dept. of Life Science and Bio-Inf.		
26	Dept. of Biotechnology	07-09-2026 (03.30 PM - 04.30 PM)	Dr. T.D Choudhury
27	Dept. of Educational Science		
28	Dept. of Ecology Environment Science	08-09-2026 (02.00 PM - 03.00 PM)	Dr. R D Rabha
29	Dept. of Microbiology		
30	Dept. of Computer Sc.	08-09-2026 (03.30 PM - 04.30 PM)	Mr. P K Pal
31	Dept. of Law		
32	Dept. of Library and Information Sc.	09-09-2026 (02.00 PM - 03.00 PM)	Mr. P K Pal
33	Dept. of Hospitality and Tourism Management		
34	Dept. of Mass Communication	09-09-2026 (03.30 PM - 04.30 PM)	Dr. T.D Choudhury
35	Dept. of Agricultural Eng. Including B. Voc.	10-09-2026 (02.00 PM - 03.00 PM)	Mr. S Das
36	Dept. of Electronics & Communication Engg.		
37	Dept. of Computer Sc & Engg.	10-09-2026 (03.30 PM - 04.30 PM)	Mr. P K Pal

Your Library, Your Learning, Your Future

LIBRARY ORIENTATION

INAUGURAL AND WELCOME SESSION



Prof. Mukut Sarmah

Acting Librarian,
Rabindra Library



Dr. Sumana Chakrabarty Sarmah

Deputy Librarian,
Rabindra Library

The programme commenced with a warm welcome to the **newly admitted students** and an introduction to the purpose and significance of the Library Orientation

Students were encouraged to become familiar with the Library's **facilities, resources and services** and make effective use of them for their academic pursuits.

RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR

Activities Conducted During Each Orientation Session

01 Welcome and Introduction

- Welcome address by the resource person.
- Introduction to the Library Orientation program
- Brief introduction to Rabindra Library and its role in academic support.

02 Introduction to Library Layout

- Introduction to the overall floor structure.
- Explanation of the different sections/ units of the Library.
- Brief explanation of the functions of each section.

03 Introduction to Library Resources

- Introduction to print and other physical resources.
- Introduction to reference and information resources.
- Introduction to electronic and digital resources.

04 Introduction to Library Services

- Explanation of the various services provided by the Library.
- Guidance on how students can access and use these services.

05 General Rules and Regulations

- Detailed explanation of the general Library rules.
- Instructions regarding proper use of Library facilities and resources.
- Explanation of user responsibilities and expected conduct.





Activities Conducted During Each

Orientation Session

06 Web OPAC Demonstration

- Introduction to Web OPAC.
- Demonstration of searching books and other library materials.
- Explanation of how to check the availability and location of resources.

07 Library Website

- Introduction to the Library website.
- Demonstration of accessing Library information, services and online resources.

08 E-Resources

- Introduction to available electronic resources.
- Demonstration of how to access and use e-resources.

09 Institutional Digital Repository (IDR)

- Introduction to the IDR.
- Explanation of the resources available through the repository.
- Demonstration of accessing and searching the IDR.

RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR



Activities Conducted During Each Orientation Session

10 Remote Login

- Introduction to the Remote Login facility.
- Demonstration of the procedure for accessing subscribed e-resources remotely.

11 Online Fine Payment

- Demonstration of the online fine payment facility.
- Explanation of how students can check and pay outstanding library fines online.

12 Online Book Renewal

- Demonstration of the online book renewal facility.
- Explanation of the procedure for renewing borrowed books online, subject to applicable Library rules.

13 Detailed Library Tour

- Guided tour of the different floors and sections of the Library.
- Identification of various service points and facilities.
- Explanation of the functions and services provided in each section.

14 Interaction and Query Resolution

- Interaction with students throughout the session.
- Clarification of queries related to Library resources and services.
- Guidance on accessing and using Library facilities independently.

RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR

Interactive Session with Students









RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR



Orientation Program

Feedback Form

A feedback form was also created for the Orientation Program to collect students' suggestions and experiences, helping the Library evaluate the program, identify areas for improvement, and enhance future orientation sessions and library services.



More than **300+** students gave their feedback.

The response was **overwhelmingly positive**, and students also shared valuable suggestions on how we could improve our future orientation programs.

RABINDRA LIBRARY
ASSAM UNIVERSITY, SILCHAR

Thank You

Our heartfelt gratitude to **all the students who participated** in the Orientation Program and made it meaningful through their enthusiasm and engagement.

We sincerely thank our **resource persons, supporting staff, and respected faculty members** for their valuable contribution, guidance, and support in making the Program a grand success.

Get in Touch

Librarian
librarian@aus.ac.in

Library Help Desk
info.rabindralibrary@gmail.com