Kindly refer to the step-by-step guide to access the library resources.

#### Books

The DBCE Library has a collection of 12,973 books.

<u>To Access Don Bosco College Of Engineering Library OPAC</u>: (Online Public Access Catalogue)

Enter http://library-server/opac/default.aspx in any browser

Click on SUBMIT



## DON BOSCO COLLEGE OF ENGINEERING

Fatorda Margao Goa

- Click on "BASIC SEARCH"
- > Sign in, if prompted  $\rightarrow$  Click on **CANCEL**

In "SEARCH TEXT" type

- > TITLE or AUTHOR'S LAST NAME
- > "In" (Select- **TITLE or AUTHOR** from drop-down menu)
- Click on SUBMIT



- > Sign in, if prompted  $\rightarrow$  Click on **CANCEL**
- > Check for the Title and click on "VIEW DETAILS"

Check the "CLASS No." and search the book in the STACKS by referring to the Shelf guide list.



#### E-Books:

Open source e-books are accessible over Intranet using the <u>e-Shelf</u> portal.

The patrons are provided with a username and password, using which they can log in and access the e-books.

#### To access e-SHELF

Enter <u>https://dbcegoa.orell.com</u> in any browser

Click on User



Log in by entering your credentials. New users click on "Create New Account"



➢ Fill in the required fields and wait for the same to be approved by the Librarian after submission.

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Enter Student Username	Password	Confirm Password			
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> Once approved, log in and enter the desired subject.



> Browse through the various categories



View and Download the e-book



#### E-Resources:

#### **Elsevier Science Direct**:

The Institution can access 275 titles of full text journal articles in addition to the archives.

The students can access these resources <u>through the college IP</u>. The articles can be browsed and downloaded based on the area of interest.

### To access Science Direct:

Enter https://www.sciencedirect.com/ in any browser

- > Enter the desired subject in **"Keywords"**
- ➢ Click on SEARCH

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> Refine Search (Left) : Select Open Access (last)



- Click on the desired article
- View/Download PDF



#### National Digital Library:

NDL is a virtual repository of learning resources which provides user groupspecific services such as Examination Preparatory for School and College students and job aspirants.

The Institution is registered under Institutional membership with National Digital Library (NDL) and the resources are accessible over the Internet. The Librarian registers the Staff and students individually to NDL. The users will then have to log in, using an OTP provided to them for the access of the portal.

#### To access National Digital Library of India (NDLI):

Enter <a href="https://ndl.iitkgp.ac.in/">https://ndl.iitkgp.ac.in/</a> in any browser

- > Log-in to NDLI using your User ID and Password
- > Enter the desired subject
- ➢ Click on SEARCH

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	Data Sets	Ideas & Funding
	Documents & Videos	Challenges & Startup
	Documents & Videos	Challenges & Startup  FEATURED COLLECTIONS
	Documents & Videos     Birth Centenary of Satyajit Ray	Challenges & Startup  FEATURED COLLECTIONS      Topic of the Week: International Women's Day

- > Access Restriction (Left): Click on "Open"
- > Select the article of your choice

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➢ View/Download PDF

## DON BOSCO COLLEGE OF ENGINEERING

#### Fatorda Margao Goa

All students and staff are requested register to the NDLI (National Digital Library of India) Club at the earliest by following the instructions given below.

#### To Register to NDLI Club:

- □ Open the National Digital Library India Webpage in the browser <u>https://ndl.iitkgp.ac.in/</u>
- □ Click on "NDLI Club" (Top Right)
- $\hfill\square$  Click on "Member Registration"
- $\square$  Enter the required details:
  - Passkey: 4aef462d-7455-40d9-bb42-37ef835d9945
  - Enter your Email ID
  - Continue by entering your Name, Surname, Password and "Sign in".
  - You will receive a verification email from NDLI Click on the link to verify.
  - Open NDLI Club page, click on Member Login (Top Right) (scroll Right if button is not visible)

# To Register for NDLI Club Event (whenever event is organized, you will be intimated by email):

- Open the National Digital Library India Webpage in the browser <u>https://ndl.iitkgp.ac.in/</u>
- Log-in
- Click on your Profile (Top Right)
- Customize
- Enter and Save your details
- Log in to NDLI Club, click on "Events"
- Click on your Club event
- Click on "Check Eligibility"
- "Sync with NDLI profile"
- Click on "Participate"
- > You have now successfully registered for the Club Event.

#### NPTEL:

NPTEL video lectures are accessible through a hard disk maintained in the library. The hard disk is provided to the staff and students upon request. Or the same can be accessed from the NPTEL website <a href="https://swayam.gov.in/nc\_details/NPTEL">https://swayam.gov.in/nc\_details/NPTEL</a>.



## Plagiarism Software:

Online Plagiarism software "Plagiarism CheckerX" is used to check for plagiarism in Project reports submitted by students, articles, etc. The Plagiarism checker detects duplication from the content against the content available on the web. The college has purchased 5 licenses to access the software, one of which is held with the Library and the rest are allotted to each department.

#### To use Plagiarism CheckerX:

One computer in each department is provided with the license to access the software.

- Click on the Plagiarism CheckerX icon on your desktop
- Click on "Settings"



Click on "Level 3", Exclude Bibliography, Click on "Online Plagiarism"

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- ➤ "Load Document" and "Check Plagiarism"
- Let the program run (It takes a few minutes depending on the size of the document).

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Library Services

> Once it displays the result, click on "View Report".

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➢ "Export Report" and save in desired format.

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Library Services