



Visva-Bharati

(Where the world makes its home in a single nest)

Library Network e-Newsletter



VBLN

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Editorial Board

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*Dr. Nimai Chand Saha, Dy. Librarian
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Assistant Editor

Mr. Sujit Kujur, Asst. Librarian

Library website:

<http://172.16.2.132/library/index.php>
(Intranet)

<http://14.139.211.2/library/index.php>
(Internet)



<https://www.facebook.com/vbllibnet>



<http://14.139.211.2/mediawiki/index.php>

EndNote:

Citation and Bibliography Management Tool

EndNote is a software package that allows to collect and manage citation information and to generate formatted bibliographies in a range of styles (including classic styles like Harvard & Vancouver). Visva-Bharati library users are provided with free access to EndNote.

Why use EndNote?

- Create a customized EndNote (EN) library of all references.
- Insert those references in Microsoft® Word, Wolfram Mathematica 8, or Apple® Pages, and EndNote will automatically create citations and a bibliography matching the requirements of selected journal or style manual; it has over 6,000 bibliographic styles from which to choose.
- Attach PDFs, sound files, videos, or any other kind of file to the references – up to 45 files per record.
- Read and annotate attached PDFs.
- Organize EN library using groups to categorize references by project, subject, or anything choose; the same reference can be in as many groups as required.
- Synchronize EndNote references and groups across multiple computers, share references with others, and access references from almost anywhere with any Internet browser by logging into EndNote online account at my.endnote.com

Announcement

Visva-Bharati Library Network is going to organize a two day Repeat Workshop on “Research Methodology” at Conference Hall, Central Library during 27-28 March, 2017.

Contact persons:

- 1) **Sri Sujit Kujur**, Assistant Librarian, Central Library.
Mobile- 9800379878, e-mail: sujit.kujur@visva-bharati.ac.in
- 2) **Dr. Sanat Bhattacharya**, Assistant Librarian, Siksha Bhavana Library. Mobile-9434948473, e-mail: sanatkbh@yahoo.co.in

CREATION OF ENDNOTE ACCOUNT

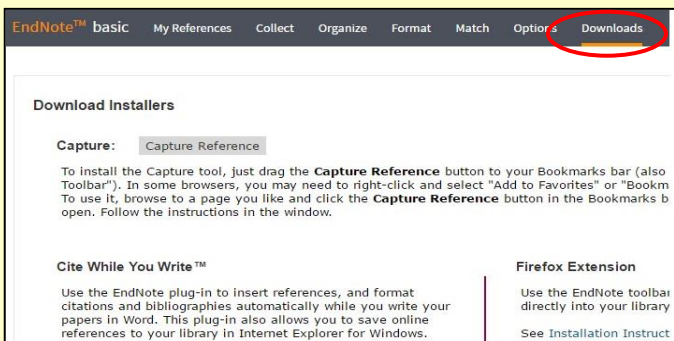
One has to go to Web of Science page link: <https://apps.webofknowledge.com>

- Web of Science user, sign into the Web of Science, and click the EndNote link to open EndNote library.
- If do not have access to Web of Science, go to <https://www.myendnoteweb.com> and sign in to a free account.
- There is another option to log-in to the EndNote by sign in with Facebook or LinkdIn

At the first time sign into EndNote account, the “Getting Started” Guide offers links to help to collect, organize, and format references.

INSTALL PLUG-INS

To access more of EndNote’s features, install two types of plug-ins: one for capturing references from the browser window and another for linking online library to Microsoft Word. To get started, one has to go to the Download tab, and select Download Installers.



ADD REFERENCES TO EN LIBRARY

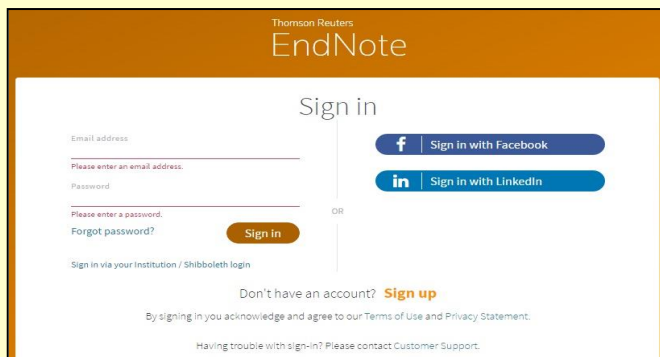
In some online resources, such as the Web of Science, save search results directly to the EndNote library by selecting “Save to EndNote online” from the drop down menu. References will be automatically placed in the Unfiled group. For this users have to:

- Use the Capture Reference feature for online resources that do not have buttons for direct export. Capture Reference scans the bibliographic information presented on a web page and creates a reference to save to a new or existing group.
- Click on the download installer’s link at the bottom of the page in EndNote online, and drag and drop the capture reference button to browser’s bookmark bar.

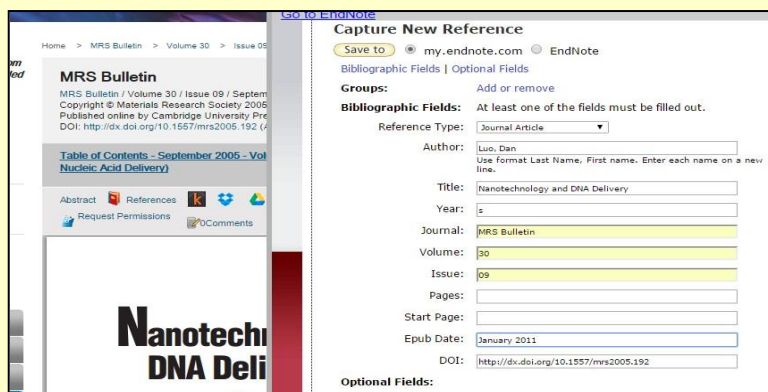
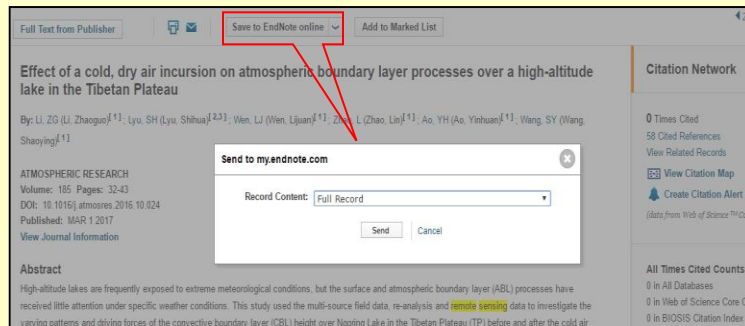
ONLINE SEARCH

Search many library catalogues and databases through the EndNote interface is possible. For this

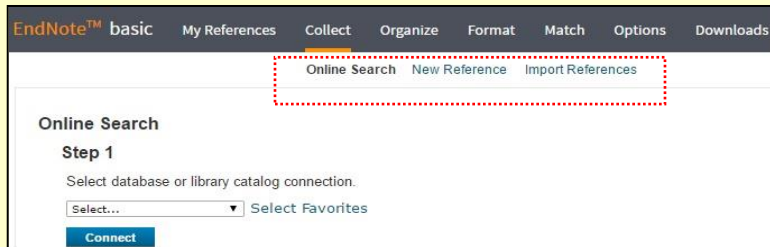
- Click the Collect tab, and then click Online Search.



- To automatically import references into EndNote library, use the **Capture Reference** button, as well as Endnote Capture to toolbars for internet explorer (windows only) or Firefox (Windows or Macintosh).
- Download the **Cite While You Write** plug-in to insert references, and format citations and bibliographies automatically while writing papers in word file.



- Select a resource entitled to access (some are proprietary).
- Perform search.
- Mark desired references, and uses the drop-down Menu to add them to your library



IMPORT TEXT FILE

To import references in a plain text file, data in the file must be tagged in machine-readable format.

- Click Import References under the Collect tab
- Select the import filter that matches the database
- Browse to select the text file
- Click the Import button

MANUAL ENTRY

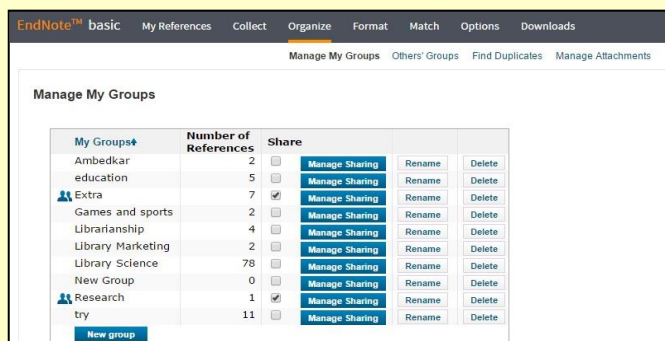
To enter a reference manually:

- Click New Reference under the Collect tab.
- Enter data into the desired fields. Fields commonly used by major style guides will appear first.
- Select the appropriate reference type.

ORGANIZE & SHARE REFERENCES, CREATE GROUPS

By default, EndNote places references into the unfiled folder. Create up to 5,000 groups to organize references in whatever way best supports the work habits.

- Click Manage My Groups under the Organize tab
 - Click the New Group button
 - Name the new group
- Note: Place a reference in multiple groups. To see which group(s) a given reference is currently in, click the Folder icon.



ELIMINATE DUPLICATE REFERENCES

It is possible to have duplicate records in the EN library. To identify and delete them, use the Find Duplicates link under the Organize tab. EndNote compares the Author, Year, Title, and Reference Type fields when identifying duplicates.

SHARE REFERENCES WITH OTHER ENDNOTE USERS

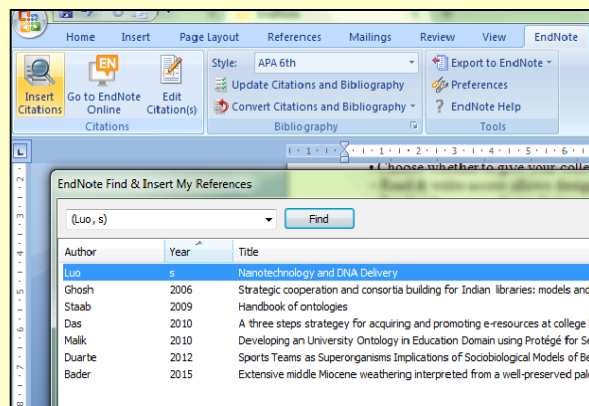
Click the Manage Sharing button next to the group which would like to share.

- Enter the email addresses of the people which would like to share with.
 - Note: Any individual share the group with MUST have an EndNote account in order to view references. Enter the email address they use to access EndNote.
- Choose whether to give your colleagues read-only access, or read & write access.
 - Read & write access allows designated users to add and delete references in this group.
 - Read-only access allows designated users to view references only.
- Click Apply.

USE CITE WHILE YOU WRITE

Using the “Cite While You Write” plug-in installed in Step 2, insert references and format citations and bibliographies instantly while writing papers in Word file.

- FIND & SELECT CITATIONS and insert them into manuscript.
- REFORMAT ENTIRE PAPER and bibliography with one click. Choose from thousands of available styles.
- EDIT CITATIONS to add information such as page number, or group multiple references in one citation.



CITE REFERENCES FROM BOTH ONLINE AND DESKTOP

Cite While You Write is compatible with EndNote both online and desktop. One can start a document using your library in one product, then switch to the other under Preferences.

MATCHING MANUSCRIPT TO THE RIGHT JOURNAL

Use manuscript matcher to make a more informed decision about the best potential journals for the manuscript. Patent-pending technology analyzes millions of data points and citation connections from the Web of Science to identify meaningful relationships between these publications and the work.

FIND THE RIGHT JOURNAL FOR SUBMITTING YOUR MANUSCRIPT

With a few key pieces of information – title, abstract, and references – JCR data, key journal information and publisher details at fingertips to help to compare options and submit the manuscript. One has to just:

- Click on the Match tab.
- Enter the title and abstract of manuscript.
- Select the EndNote group holding references from the drop-down (optional).
- Click Find Journals.

The screenshot shows the EndNote web interface for finding journals. The main heading is "Find the Best Fit Journals for your Manuscript" powered by Web of Science. Below this, there is a section "Enter your Manuscript Details:" with three input fields: "Title" (with a red dashed box around the label), "Abstract" (with a red dashed box around the label), and "References" (with a red dashed box around the label and a dropdown menu for "Select Group"). A "Find Journals" button is at the bottom right. On the right side, there is a "How It Works" sidebar with explanatory text.

(Sri Sujit Kujur)

Conferences / Seminars / Workshops in Library & Information Science

1. National Conference on Conceptualizing the Social Responsibilities of Libraries (ConSoReL), organized by Department of Library & Information Science Banaras Hindu University, Varanasi in association with Indian Council of Social Science Research, New Delhi during March 19 – 20, 2017. For more details visit <http://www.bhu.ac.in/arts/lis/> or contact Dr. AdityaTripathi (Organizing Secretary) Head & Associate Professor Department of Library & Information Science Banaras Hindu University Varanasi-221005, Mob: 9450710628 Email: aditya.tripath@gmail.com, aditya@bhu.ac.in
2. Platinum Jubilee commemorative seminar on RFID and Library Services: Use & Concern Organized by Central Library, Ramakrishna Mission Vidyamandira on 22nd March 2017, Wednesday. For more details visit: http://vidyamandira.ac.in/pdfs/notice/Card_for_Library_Seminar.pdf
3. INFLIBNET REGIONAL TRAINING PROGRAMME ON LIBRARY AUTOMATION (IRTPLA-2017) Organized by Department of Library and Information Science, University of Calcutta Kolkata in collaboration with INFLIBNET Centre, Gandhinagar, Gujarat during 28th March- 1st April, 2017. For details E-Mail: parikshit.cu@gmail.com Website: <http://www.caluniv.ac.in/seminar/IRTPLA-brochure.pdf>
4. NISCAIR's Short Term Training Programme on "Recent trends in Libraries" will be held during March 06 -10, 2017. Contact address: Head, Education and Training Division, NISCAIR, 14- Satsang Vihar Marg, New Delhi- 110067. Email: training@niscair.res.in , narendrakumar@niscair.res.in

New Arrivals (Books and Periodicals)

[Books](#) (click)

[Journals](#) (click)

Some Recent Library Activities / Developments

- **Two Day Workshop on Research methodology:** A 2-day **“Workshop on Research Methodology” for Ph. D Scholars** was organised in the Conference Hall, Central Library during 16-17 February 2017. It covered resources, services, facilities and research methodology over 10 sessions. Fifty (50) participants including Faculty (07) and Research Scholars (43) attended the programme. Participation certificates were issued to all. Sri **Koushik Ghosh**, Assistant Librarian, Central Library and Sri **Pradip Hembram**, Assistant Librarian, Rabindra-Bhavana Library were the two Joint Organizing Secretary of the programme. All the resource persons were library officers from Visva-Bharati Library Network.
- **Visitors:**
 - **Yunnan University, China:** A team of 40 students and teachers from Yunnan University and few from Cheena Bhavana, Visva-Bharati have visited different sections of Central Library on 17 February.
 - **Department of Library and Information Science, Rabindra Bharati University, Kolkata:** A team of 31 students and teachers has visited different sections of Central Library on 18 February.

At Cheena Bhavana Library

- a) Sri Manik Sarkar, Hon'ble Chief Minister, Govt. of Tripura on February 05, 2017.
- b) Ten distinguished visitors from different states of India during February 06 - 19, 2017.
- c) Mr. Jacob Henry from USA on February 14, 2017 for his academic purposes.
- d) A team of students and teachers (40 in number) from Yunnan University, China on February 16, 2017.
- **Surveillance System at Cheena Bhavana Library:** has successfully implemented Closed-Circuit Television (CCTV) Camera for its surveillance since February 2017.
- **Exhibition and Celebration of Important Days** at Reference Section, Central Library: Organized three special exhibitions of books and allied materials including quotations and photographs to celebrate;
 - a) 138th birth anniversary of Sarojini Naidu who was great freedom fighter and known as “Nightangle of India” on 13th February.
 - b) 240th birth anniversary of First President of USA, George Washington on 22nd February.
 - c) Birth celebration of French Poet, Victor Hugo on 26th February.
- **New Additions (Books) during February 2017**
 - Central Library**

Number of Books Purchased	: 929 (Acc. No. 426417- 427345)
Number of Thesis received	: 15 (Acc. No. TH2060-Th2074)
 - Cheena Bhavana Library**

Number of books received as gift	: 05 (Acc. No. CG4536 - CG4540)
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 - Hindi Bhavana Library**

Number of books received as gift	: 06 (Acc. No. HG162 - HG167)
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- **Ph. D. Course Work:** Dr. Nimai Chand Saha, Deputy Librarian has been assigned classes by the Dept. Social Work, Visva-Bharati for its Ph. D. Course Work candidates/scholars and he has taken 02 classes on 02 February 2017.

Send off:

Smt. Suchismita Sarkar, Assistant Librarian (Stage-2) attached to Central Library, retired from Visva-Bharati service on 28 February 2017. She was given a warm send off at the Central Library. The Visva-Bharati Library Network wishes her all the best in her post-service life.





A 2-day 'Workshop on Research Methodology' for Ph. D Scholars



A team of 40 students and teachers from Yunnan University, China



A team of 31 students & teachers of DLIS, Rabindra Bharati University, Kolkata



Send off: Smt. Suchismita Sarkar, Assistant Librarian (Stage –II) on 28 February 2017