

# Curriculum Vitae

Dr.Mrs.Manju Dubey

Email: libraryrsmdacc@gmail.com / admin@rsmdacc.edu.in

Date of Birth: July 14<sup>th</sup> 1980

Current Location: Nagpur, Maharashtra, INDIA

Mobile No.: 09960350181/9960551181

---

## Career Objective:

To apply best of my abilities at my workplace to enhance and develop my capacity and skills to the fullest and to add to the company's glory and success through my work towards it.

## Educational and Professional Qualification

PhD in Social Science in Library and Information Science subject on the topic "Digital Copyright in India: A Study" in October 2014 under R.T.M Nagpur University

Masters in Library and Information Science from R.T.M Nagpur University in 2005 with 72%

Qualified UGC-NET with Junior Research Fellowship in December 2005

Masters in Chemistry from R.T.M Nagpur University in 2005 with 72 % marks

Masters in English Literature from R.T.M Nagpur University in 2016 with first class ( 62%)

## Experience

1. Working as "College Librarian" in "R.S Mundle Dharampeth Arts & Commerce College, Nagpur from 21 October 2010 till date with an enriching experience of 10.5 years.

Handled important responsibilities in the present college as:

IQAC (Internal Quality Assurance Cell) Coordinator (2013 to 2019),

Research Cell (RTM Nagpur University approved 'Place of Higher Learning and Research ') Coordinator

RUSA Coordinator

Unnat Bharat Abhiyan (UBA) Coordinator

Website Incharge

AISHE Nodal Officer of the College

Worked as IIT Spoken Tutorial Exam coordinator at college

2. Also, Worked as Contributory Lecturer in Dept. of Library & Information Science, RTMNU, Nagpur, for MLISc-II Year, since August-2008 to 2019. Besides teaching also involved in Paper setting and Moderation Committee for MLISc Course at Rashtrasant Tukadoji Maharaj Nagpur University & Kavi Kulguru Sanskrit University
3. Worked as the Librarian of Orange City Institute of Higher Education, Nagpur (M.B.A College) from 01/04/2009 to 4/8/2010.
4. Worked as the Librarian of Kavikulguru Sanskrit University B.Ed College, Nagpur From 1st Jan 2008 to 30<sup>th</sup> April 2008.
5. Worked in Navodaya Vidyalaya (GOI), Chandrapur as PGT (Chemistry) For One Year.
6. Worked in Bhagwantrao Shikshan Mahavidyalaya, Aheri, Gadchiroli as Assistant Librarian for One Year.

## Publications Activities

RESEARCH PAPERS/ARTICLES (International, National & Regional)

### Publications in Journals

1. Dubey, Manju N. and Dadhe., Pooja P. Assistant Librarian, "Mapping the Scholarship on Mental Health during COVID-19 Pandemic: A Scientometric View" (Feb-2021). Library Philosophy and Practice (e-journal). 5173. **Scopus Indexed Open Access Journal**  
<https://digitalcommons.unl.edu/libphilprac/5173>
2. Dadhe., Pooja P. and Dubey., Manju "Ranking and Research Trend : A Comparative Study of Research Output of Top Ten NIRF Ranked Engineering Institutions of India Based on Scientometric Indicators" (Mar- 2021). Library Philosophy and Practice (e-journal). 5083. **Scopus Indexed Open Access Journal**  
<https://digitalcommons.unl.edu/libphilprac/5083>
3. Dubey, Manju N. and Dadhe, Pooja P., "A Scientometric Profile of Science Faculty of Rashtrasant Tukadoji Maharaj Nagpur University, India during 1990-2019" (Nov 2020). Library Philosophy and Practice (e-journal). 4663. **Scopus Indexed Open Access Journal**  
<https://digitalcommons.unl.edu/libphilprac/4663>
4. Dubey, Manju N. and Dadhe, Pooja P., "Library Services Provided During COVID-19 Pandemic: Content Analysis of Websites of Premier Technological Institutions of India" (Nov 2020). Library Philosophy and Practice (e-journal). 4445 **Scopus Indexed Open Access Journal.**  
<https://digitalcommons.unl.edu/libphilprac/4445>

\*\*\*This Research paper got 4538 Downloads across the globe (as per Plumetrics Analytics)

5. Dadhe, Pooja P. and Dubey, Manju N., "Global Scientific Research on Coronavirus : a Scientometric Study" (Sept 2020). *Library Philosophy and Practice* (e-journal). 4277. **Scopus Indexed Open Access Journal** <https://digitalcommons.unl.edu/libphilprac/4277>
6. Dubey, M. (2019, January). Opportunities for Libraries in Higher Education set up by way of NAAC revised framework. *Vidyawarta: UGC Approved Jr.No-41012*(Special Issue-15), 61-69.
7. Dubey, M. (2019, August). Role of Data Analytics in the revised NAAC Accreditation Framework: The DVV way. *Research Journey: Multidisciplinary International E-Research Journal*(194), 121-124.
8. Dubey, M. (2018, January). Emerging trends in Research in the field of Library and Information Science: An overview. *Knowledge Librarian: UGC Approved Journal*(63265)(Special Issue-January 2018), 436-442. <http://www.klibjilis.com>
9. Dubey, M., & A.Hirwade, M. (2013). Copyright to Digital Copyright: The Indian way. *VIBGYOR Bi-Annual Multidisciplinary Research Journal, II*(II), 1-4.

Research Paper publications & presentations at Conferences/Seminars/Symposiums
--

1. "Copyright Relevancy at stake in libraries of Digital era" ,research paper published in conference proceedings of *International conference* on "User empowerment through convergence of digital technologies" at New Delhi organized by National Institute of Fashion technology in collaboration with IFLA from 15-17 Feb,2011.
2. "Juggling Copyright in Digital era Libraries for knowledge creation and management" research paper presented and published at MANLIBNET 2012: Three day *International Conference* at IIM Indore on "Creating Wisdom and Knowledge through shared learning: Role of Librarians and Information Managers" on 11-13 October 2012
3. "Role of Knowledge Management for Libraries" research paper presented and published at two days *International Symposium* on " Future Librarianship: Innovative ,Embedded, Sustainable and emerging trends, NMIMS university,Shirpur campus and KON- KoEn Thailand University on 10 June 2016
4. "Taking Charge of New Digital Era: Discovery of a Leader within LIS Professionals" research paper published in conference proceeding of 60th ILA International (Diamond Jubilee) Conference on "Embedded Librarianship and Technological Challenges of the Digital Age" organized by ILA & A. C. Joshi Library, Panjab University, Chandigarh on April 2015,ISBN-81-85216-49-5;71-77pp
5. "Libraries and Digital Copyright" research paper presented and published at *Indian Library Association (ILA)- 55<sup>th</sup> National Conference-2010* organized by ILA and Birla Institute of Management Technology,New Delhi during 21-24 January 2010

6. "Copyright & Libraries : A symbiotic relationship" research paper presented and published at NMIMS- TCS-One Day National conference on " 21<sup>st</sup> Century Librarianship" organized by Narsee Monjee Institute of Management Studies, Mumbai and TCS Mumbai on 5 June 2015
7. "Webometrics Study of Non-Agricultural University Websites of Maharashtra State" research paper presented and published at International Conference(Online) on Knowledge Management in Higher Education Institutions(ICKHI 2021) organized by Manipal University,Jaipur and University Library of Uva Wellassa University ,Srilanka held during 7 and 8 April 2021
8. "Copyright Issues in Digital Libraries" published and presented in UGC Sponsored National Workshop on "Digital Library Initiatives & Applications in Indian Context" Association, DNC College, Nagpur on Jan 2010.
9. "Multimedia Systems in Libraries & their Applications" paper presented in one-day U.G.C sponsored State Level Conference on 6<sup>th</sup> Sept.2010 at V.M.V College Nagpur.
10. "Juggling Open Access and Copyright for Scholarly Communication" research paper presented and published in UGC sponsored two Days National Conference on " Open Access movement in the age of innovation & ICT" on 6-7 January 2012 at Nagindas Khandwala College,Mumbai
11. "Web 3.0 for enhancement of Library services: An Overview" research paper published in UGC Sponsored one Day National Conference on " LIS profession in emerging technologies" on 30 December 2015
12. Delivered talk as Key note speaker on " Libraries in Digital Age" at ICSSR sponsored one day National Conference on "Contemporary Issues in Library & Information Science in 21<sup>st</sup> Century" on 29 November 2014
13. "Indian Culture and its science and Technology: a symbiotic relationship for a better world" research paper presented and published at Multidisciplinary *International Conference* on " Resonances of Ancient Indian Culture in the World" on 24-26 October 2015
14. "Bhagvadgita : An Algorithm for Decision making" research paper presented and published at UGC sponsored Two Day National Conference on " Management Propositions in shrimad Bhagwad Gita : Its present day relevance"on 14-15 February 2015
15. "Web 3.0 for enhancement of Library services: An Overview" research paper presented and published at UGC Sponsored one Day National Conference on " LIS profession in emerging technologies" organized by Nagar Parishad Shivaji Mahavidyalaya, Mowad, Nagpur on 30 December 2015

16. "Copyright Issues for Libraries in Digital Era" research paper presented at ICSSR sponsored one Day National Conference on "Advancements in Library & Information science & Technology organized by Learning Resource Centre, Rajkumar Kewalramani Kanya Mahavidyalaya, Nagpur on 9 March 2016
17. "Indian Culture and its science and Technology: a symbiotic relationship for a better world" research paper presented and published at Three Days Multidisciplinary International Conference on "Resonances of Ancient Indian Culture in the World" organized by R.S Mundle Dharampeth Arts & Commerce College and Indian culture Studies Centre on 24,25 & 26 October 2015
18. "Bhagvadgita : An Algorithm for Decision making" research paper presented and published at Two Days UGC sponsored National conference on "Management Propositions in shrimad Bhagwad Gita : Its present day relevance" on 14-15 february 2015
19. "Knowledge Management in Libraries: An Answer to Digital Knowledge Divide in a Democratic Way" research paper presented and published at National conference on 'Libraries and Social Responsibilities in the Democratic world: Information Deeksha to All" jointly organized by Karnataka State Sc/ST Library Professional Association, Bangalore and Dr.Ambedkar College, Deekshabhoomi, Nagpur on 20 January 2017
20. "Emerging Trends for Libraries in Digital Era: New Vistas" research paper presented and published at One Day National Conference on 'Library and Information Management in Modern Era' organized by Jeevan Vikas Mahavidyalaya, Devgram in Collaboration with DLISC, RTM Nagpur University on 5 January 2018
21. "Revised NAAC Framework : Opportunities for Libraries in Higher Education" research paper presented and published at National Conference on 'Revamping of Academic Libraries for Next Generation organized by MUCLA and ILA on 30 Nov-1 December 2018
22. "Various Government Initiatives for Gender Empowerment" research paper presented and published at One Day National Conference on "Gender Empowerment : Opportunities and Challenges" organized by R.s Mundle Dharampeth College, Nagpur on 25 January 2019
23. "Fair Use Concept in Copyright Framework: An Analysis" research paper presented at Two days Multidisciplinary National workshop on 'Relevance of Intellectual Property Rights in the present Academic Scenario' organized by Dayanand Arya Kanya Mahavidyalaya ,Nagpur on 27-28 April 2019

## Chapter in a Book

S.No	Title of Book	Title of Chapter	Editor	Publisher	ISBN	Page No	Year of Publication
	Design, Development & Management of Resources for Digital Library Services	Copyright Relevancy at stake in Libraries of Digital Era	Tariq Ashraf and Puja Ghulati	IGI Global USA	978-1-4666-2500-6	379-384pp	2013

## Editor of conference proceedings

S.No	Title of the conference	ISBN	Nature of Conference	Publisher	Year of Publication
	Management Propositions in 'Shrimadbhagavadgita'-Its Present Day Relevance	978-81-925843-2-4	UGC Sponsored National Conference	R.S Mundle Dharampeth Arts and Commerce College, Ngp	2015 February

## Invited as resource person/Keynote Speaker/Guest speaker

Got opportunity to deliver talks at various workshops/seminars/conferences on varied topics like Copyright, Libraries redesigning in Digital era as per revised Accreditation Framework of NAAC, Open Educational resources, Digital Copyright, Plagiarism and Publication Ethics, Re-Engineering of Libraries, National Digital Library of India.

Sr.No	Date	Place /Event	Topics of talk
1	29 March 2014	Research Methodology Course work at Continuing and Adult Education Department of RTM Nagpur University	Use of Library in Research process
2	21 December 2014	Research Methodology Course work at Continuing and Adult Education Department of RTM Nagpur University	Use of Library in Research
3	28 July 2015	10 Days Research Methodology workshop at R.S Mundle Dharampeth Arts and Commerce College, Nagpur	Open Access Scholarly Communication for Research Purpose
4	28 November 2014 as Key Note speaker	Key Note Speaker Tirpude College of Social Work in ICSSR, New Delhi One Day Interdisciplinary National Seminar on "Contemporary Issues in Library and Information Science in 21 <sup>st</sup> Century"	Libraries in Digital Age
5	12 March 2016	Dadasaheb Balpande College of Pharmacy	Use of Libraries and Reference Books
6	12 March 2016	Dadasaheb Balpande College of Diploma in Pharmacy	Use of Libraries and Reference Books

7	1 February 2018	Library Orientation Programme at Bhiwapur Mahavidyalaya, Bhiwapur	Library Orientation
8	10 April 2018	Kamla Nehru College of Pharmacy One Day State Level workshop on "Modern Concepts in Library Designing and ICT enabled Automation for Educational Institutions"	Reengineering of Libraries
9	3 August 2018	Chief Guest for Reading week at Renuka College, Nagpur	Role of Reading
10	23 August 2018	NAAC consultancy Service at Zulekha College of Commerce, Science and Technology	NAAC Accreditation process guidelines
11	1 February 2019	UGC sponsored National Conference on 'Emerging Trends in Science' As Resource Person	Emerging Trends in Library and Information Science
12	28 April 2019	Two Days National Workshop on 'Intellectual Property Rights in the present Academic Scenario' on 27 and 28 April 2019 as Resource Person	Fair Use in the Copyright Context
13	6 July 2019	Expert in Interview Committee for selection of Librarian /Assistant Librarian at Kamla Nehru College of Pharmacy	-
14	4 December 2019	FDP workshop on 'New NAAC Methodology' at Randhirsingh Bhadoriya Mahavidyalaya, Umred As Resource person for NAAC consultancy	New NAAC Accreditation framework
15	14 July 2020	One Day National Webinar on 'Intellectual Property Rights: Copyright' at K.J Somaiya College of Arts, Commerce and Science, Kopergaon, Ahmednagar As Resource Person	Intellectual Property Rights: Special reference to Copyright
16	5 Sept 2020	Resource person for Teachers Day program at Kamla Nehru Mahavidyalaya	Plagiarism and Publication Ethics
17	14 Aug 2020	Resource Person at Mahila Mahavidyalaya Nagpur on the Dr.S.R Ranganathan Jayanti and Librarians Day	Relevance of Dr.S.R Ranganathan Laws in Present Time
18	22 June 2020	One Day National level Webinar on the topic " ICT tools for Teaching ,Learning and Research" at Yashwant	ICT tools for Teaching, Learning and Research

		Rao Chavan Mahavidyalaya, Karmala, Solapur as Resource Person	
19	4 October 2020	G.S College of Commerce , Wardha as Resource person on the occasion of Online Library Induction programme	National Digital Library of India(NDL): A make in India pool of Resources from KG to PG and beyond
20	28 Dec 2020	Online Workshop on use of OPAC and M OPAC at R.G Shinde Mahavidyalaya, Osmanabad	M-OPAC and LIBMAN Software Information Search process
21	17 July 2020	Seven Days National webinar on 'Access to Open Educational Resources' organized by Dhanwate National College, Nagpur (12-18 July 2020)as Resource Person	National Digital Library of India
22	8 March 2021	Resource person at MIT world Peace University for a webinar	Juggling Copyright in the framework of a Library
23	10 May 2021	Online Awareness Session on National Digital Library of India As Resource Person at Datta Meghe Institute of Medical Sciences, Nagpur	National Digital Library of India

#### Workshop/Training Programme Organized

1. Worked as Convener of One Day Workshop for Librarians on "*Solutions, Services and Advancements amongst LIBMAN user Community*" on 29 January 2015 jointly organized by R.S Mundle Dharampeth Arts and Commerce College and M.P Deo Memorial Dharampeth Science College.
2. Worked as convener of One Day National webinar on IPR on theme "*Copyright Dilemma in Academics*" organized by R.S Mundle Dharampeth Arts and Commerce College, Nagpur on 25 May 2020
3. Worked as convener of a Two Day National level webinar on "*SMART Library Strategies: A Practical Paradigm for Librarians*" jointly organized by R.S Mundle Dharampeth Arts and Commerce, Ngp ; R.G Shinde Mahavidyalaya, Osmanabad & Kamla Nehru Mahavidyalaya, Nagpur on 26 and 27 May 2020



Workshops

1. Two Days National Workshop-cum-Training Program on “ Institutional Digital Repository” jointly organized by KRC-IICA,IMT ,Manesar and National Digital Library of India(NDLI),IIT Kharagpur on 7 & 8 September 2018
2. Two Days National workshop on ‘ Granthalay va Mahitiasashtratil Vgyanik aani tantrik shabdhawali che Marathi bhasetil mahatva’ organized by Commission for Scientific and Technical Terminology,MHRD ,DHE at SNTD University ,Mumbai on 29 & 30 November 2019
3. Five Days International Online workshop on ‘Essential Skills for Research riting & Publishing’ organized by Bennet University,Noida during 15-19 June 2020
4. Two Days National Open workshop on ‘Getting Aligned to the Publishing Process’- Author workshop organized by Elsevier 25 and 28 September 2020
5. Workshop on “e-Granthalaya Software” organized by National Informatics Centre, GOI New-Delhi at, DLISc ,RTMNU on Aug -2010( 3-days).
6. U.G.C sponsored National Workshop on “Digital Library Initiatives & applications in Indian Context” Nagpur”, organised by Dhanwate National College, Nagpur on 3<sup>rd</sup> Jan 2010
7. Two Days National workshop on “Library Management using 21<sup>st</sup> century tools and Techniques “ on 16 & 17 December 2011 organised by Maharashtra Academy of Engineering,Alandi,Pune
8. One week workshop on ‘Research Methodology’ organized by C.P.&Berar College,Nagpur during 1 to 7 June 2014
9. Two Days State Level workshop on Design and Development of Institutional Repositories using Dspace organized by K.T.H.M College, Nashik on 3 & 4 December 2016
10. One Day State level Workshop on ‘Revised Accreditation Framework of NAAC’ organized by S.K Porwal College,Kamptee on 9 March 2019
11. One Day Online workshop on Scientometrics and Bibliometrics Analysis using Open Source Software organized by Society for Advancement of Librarianship on 6 June 2020
12. One Day Workshop on ‘Strategic Thinking and Career Development in Digital Age’ organized by IBS ,ICFAI Business School,Nagpur on 14 June 2019

13. One Day workshop for Faculty Knowledge Sharing Programme on ‘Developing Student-Teacher Connect’ on 9 June 2018 organized by IBS,ICFAI Business School,Nagpur

Faculty Development Programmes(FDP) attended

1. RUSA and RTM Nagpur University organized Three Days ‘FDP for New NAAC Methodology’ during 4,5 and 6 December 2018
2. FDP on ‘Student Satisfaction Survey’ organized by M.P Deo Memorial Science College,Nagpur on 5 March 2019
3. International FDP on “Libraries Response to Covid-19: Enhanced Online Library Services” organized by SNDT University Mumbai during 12 to 18 May 2020
4. Online FDP on Skills for Librarianship organized by LIs Academy and NCSI Net Foundation, Bengaluru during 16 May to 21 June 2020

Training Programmes attended

1. Two Days Training Programme on ‘Patent Specifications drafting exercise and Trademarks,GI, Copyrights, Designs filing procedure’ organized by Rajiv Gandhi National Institute of Intellectual property Management,Nagpur on 8 & 9 December 2017
2. One Day “Awareness and Training programme for Swayam Mentors” organized by R.T.M Nagpur University ,Nagpur on 23 April 2018
3. Five Days Online Advance Training Programme on ‘Bibliometrics and Research Output Analysis” organized by Information and Library Network (INFLIBNET) centre, Gandhinagar during 1 to 5 February 2021

Participation in Orientation and Refresher Courses (HRDC conducted courses/others)					
Sr. No	Name of the Course	Subject/ Discipline	Organizers	Dates	Grade if Any
1	UGC Sponsored Orientation Programme ( 86 <sup>th</sup> orientation )	All Discipline	Academic Staff College,RTM Nagpur University	25 June 2014 to 22 July 2014	A
2	UGC Sponsored Refresher Course	Library & Information Science	Academic Staff College,RTM Nagpur University,Ngp	11 Feb 2015 to 3 March 2015	A
3	UGC Sponsored Refresher Course	ICT Application & Soft Skills (Inter Disciplinary Course)	Academic Staff College,RTM Nagpur University,Ngp	4 Jan 2019 to 24 Jan 2019	A

4	UGC Sponsored Online Refresher Course	Library and Information Science	Academic Staff College,RTM Nagpur University,Ngp	18 Nov 2020 to 1 Dec 2020	A+
5	MHRD ARPIT Refresher Course	Library & Information Science	IIT Delhi		A
6	Swayam Academic Writing	Interdisciplinary			A
7	Ramanujan College Online Refresher Course cum FDP	Library & Information Science			A+

### Teaching Activities at University level

Worked as Contributory Lecturer in Department of Library and Information Science, RTM Nagpur University for MLISc course from 2008 onwards till 2018.

Handled various subjects of MLISc both Theory and Practical (Yearly, CBS and CBCS Pattern)

### Other Activities

1. Worked as Member of Rashtrasant Tukadoji Maharaj Nagpur University ,Academic Audit Committee(LEC ) during 2018 and 2021 for academic audit of Library Science colleges under RTM Nagpur University
2. Member of Peer Review Committee of Research Journals (02)in Library Science and Multidisciplinary Journal
3. Member of the Examination Task force for Moderation Committee at RTM Nagpur University and Kavi Kulguru Sanskrit University,Ramtek for MLISc course
4. Paper Setting and Evaluation work of MLISc course of RTM Nagpur University and Kavi Kulguru Sanskrit University, Ramtek
5. Working as External and Internal examiner of Practical examiners of BLISc and MLISc of RTM Nagpur University
6. Member of Organizing committee of various conferences and workshops
7. Member of Editorial Committee of College Magazine and Journal
8. Worked as active member of Training and Placement committee of the College and coordinated placement drive in college
9. Worked as IIT spoken Tutorial exam Coordinator of the college for conduction of online exam process

## Membership of Professional Associations

Life Membership of Indian Library Association(ILA)  
 Life Membership of Management Library Network(MANLIBNET)  
 Life Membership of Maharashtra University and College Librarians  
 Association(MUCLA)  
 Member of University Women Welfare Association(UWWA)

### RESEARCH PROJECT (MLIS Projects.) GUIDED

Guided more than 15 students for Dissertation (Research project) at Masters of Library and Information Science final year.

Sr.No	Title of Dissertation(MLISc Project)	Year
1.	Selected Science & Technology Resources on Internet	2009-2010
2.	A Study of selected LIS schools Homepages from USA & UK	2008-2009
3.	Study of Collection, Organization and Services of National Library of India, Kolkata	2008-2009
4.	Ajanta & Ellora Caves of Maharashtra: an Information consolidation Product	2008-2009
5.	Study of forthcoming National & International Conferences, Workshops & Seminars in LIS with special reference to their core themes(2010-2011)	2010-2011
6.	SWOT Analysis of Ramdeobaba Engineering College Library	2010-2011
7.	Information Needs and Information Seeking Behaviour of Lawyers in Nagpur City	2010-2011
8.	Comparative Study of Authors Guidelines in selected LIS periodicals published from India, UK & USA	2011-2012
9.	Social Media Competencies for Library Professionals: An Information Consolidation	2011-2012
10.	Content Analysis of Science Reporter Magazine: 2007-2012	2012-2013
11.	A study of Financial Assistance of UGC in relation to college and University Library in Plan X,XI and XII	2013-2014

12.	A study of Copyright Right Rules Awareness amongst College Librarians of Nagpur City	2014-2015
13.	Creation of Alumni Database of Department of Library and Information Science students of DLISC,RTM Nagpur University	2015-2016
14.	A study of Comparison and Evaluation of OPEN Source Learning Management Systems with Special reference to OSLMS(2016-2017)	2016-2017
15.	Benchmarking for Academic Libraries: A study of need,Importance and advantage of Benchmarking with special reference to NAAC, NBA Accreditation process	2018-2019
16.	Analysis Study of MLISc dissertations work submitted in DLISc, RTM Nagpur University during 2010 Onwards	2018-2019

### Current Technical Knowledge

Computer Knowledge	MS Office, MS Access, Internet, Worked with Open source software Bar coding technologies Fully conversant with cloud based Library Management Software module QR Code technology implementation for visitor Management Inventory Management Using excel
Software Handling	Handled Library Management Software-LIBMAN, SOUL,LIBSYS, KOHA,SLIM Koha,Dspace,Greenstone(Institutional Repository creation) Moodle learning Management Software etc Data analysis with Excel, Biblioshiny software (R Studio)
ICT conversant Technologies	Google Workspace , Database searching with Advance Searching process,
SN tools and WEB 2.0 Tools use efficiency	Creation of Facebook Page of Library Google workspace Institutional Account creation Google Classroom management Blog and Library portal creation Research profile creation on Academic SN sites Creation of Institutional Repository using D Space Software

## Personal Details

Address for Correspondence:

Dr.Manju Dubey

36- Vijaya Apartment Gokulpeth,

Nagpur-440010.

Ph.No-0712-2546544 (Res),

9960350181(M)/9960551181