

Library Academic Calendar (2024-25)

Sn.	Work distribution	Month
1.	Notice for library Membership (Compulsory)	June 2024
2.	Library Orientation & Information Literacy Programme (New Admission)	July 2024
3.	Notice for Book Requirements from staff	June
4.	Books Order	July 2024
5.	Library Advisory Committee Meeting	July–August 2024
6.	Books Exhibition of books	June, Aug, Nov, Mar.
7.	Open Suggestion box and discussion in the departmental meeting	December 2024
8.	Notice of Book return from students and staff	November 2025
9.	Prepare pending books list	March, April 2025
10.	Stock Verification	April, May 2025
		June 2025