

Meghana B P

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To work with a dynamic organization, with a strong emphasis on library and information science, where there is a scope for innovativeness and creativity, a chance for challenging tasks, quick learning of new technologies, and nurturing my abilities and skills, I get enriched beyond my job responsibilities. An organized and dependable candidate is successful at managing multiple priorities with a positive attitude. willingness to take on added responsibilities to meet team goals.

Personal Details:

DOB: 19/05/1994

Qualifications: MSc in LISc, PDLIM, TISS Mumbai.

Experience: 8 years



Experience

2022-12 -
Current

Librarian

Acharya Institute (Smt. Nagarathamma College of Nursing), Bangalore.

- Researched, planned, and set up attractive and informative library exhibits.
- Managed reserve desk collection of reference materials.
- Encourage the growth of library activities and resources in response to the needs and unique demands of instructors and students.
- Library Orientation and Literacy programs.
- Handling all library operations.
- Collection Development, Journal Subscription.
- Working on NAAC assessment.
- Guiding users in accessing subscribed resources.
- Stock verification.
- DDS & ILL Services for faculty and students.

2021-11 -
2022-12

Professional Assistant

Regional Institute of Education (NCERT), Mysore.

- Handled Periodical Section.
- Managing DDS & ILL services for users, contact other RIE's and Universities for the articles requested by faculty and students.
- Acquisition Section: Procurement of reading resources, technical processing, new arrivals.
- Technical processing of E-books.
- Organized Library literacy programs.
- Created and registered new memberships in Koha.

- Designed smart library card for the library users.
- Koha administration – technical service including updating, backups, editing the content, designing, installing plugins etc.
- Used Drupal for creating library website- designed & finalized.
- Managing Institutional repository – Dspace – creating content for RIE
- Assisted users for accessing educational resources like open access journals, databases and subscribed resources.
- Handled N-LIST through creating the user's account and guiding users to access resources.

2019-01 -
2021-11

LIM Project Trainee

Indian Institute of Science, Bangalore.

- Worked for ePrints at IISc, uploaded Scopus publications to ePrints (metadata with full text).
- Worked for Reference Section: Worked for organizing display of books on important/Special days; prepared bibliographies and theme-based quotes
- Worked for DDS & ILL: Coordinating with IISc users for their resource requests – Attending requests from IIT's, NITs, IISERS and other Universities.
- Reference Services: eThesis in the Week; IISc in the News, Book Exchange Program etc.
- Worked for IISc Faculty Profiles - on IRINS. Created and updated profiles of faculty – Finding Scopus ID, Researcher ID, Google Scholar ID etc.
- Updating publications – verifying Scopus publications with WoS publications
- Updating faculty Scholarships: Awards, honors, Theses Guided, Research projects carried etc.
- Preparing Usage statistics of online resources (journals & eBook) for Library committee meetings (quarterly).
- Assisted for Institute Ranking & Performance Committee: Worked for National & International Rankings (NIRF, ARIIA, THE, QS) including organizing collected data, assisting in uploading online forms of ranking agencies etc.; Benchmarking data – department wise & institution wise; Analyzing with Top Indian and International Institutes; Preparing & analyzing block wise publications data (Year wise). Using excel for analyzing publications data.

2016-08 -
2018-12

Assistant Librarian

Brindavan College of Engineering, Bangalore.

- Handled check-in and check-out process of library books and materials at circulation desk.
- Processed library card applications and maintained patron records with accurate contact information.
- Communicated with DELNET for DDS & Inter Library Loans.
- Attending user queries online and offline
- Assisted Librarian in subscriptions and managing online resources.
- Managing Digital library section with Subscribed online resources including VTU resources.
- Helping users by training them using research techniques in using online resources effectively.
- Cataloguing and Technical processing of Purchased resources in ILMS.



Education

- 2021-08 - **PG. Diploma in Digital Library & Information Management**
2022-07 Tata Institute of Social Science (TISS), - Mumbai
Project carried out during PGDLIM: "Resource Sharing and Networking among the NCERT and Its Constituent Libraries Using Koha: A feasibility study" (For the Partial Fulfillment of the Degree of PG Diploma in Digital Library & Information Management, Tata Institute of Social Science, Mumbai- 2022).
- 2014-06 - **M.Sc. in Library and Information Science: Library and Information Science**
2016-06 Kuvempu University, - Shimoga
Project carried out during MLISc: "Developing a Web-Based Integrated Catalogue System for Kuvempu University Library using Library Thing"
(For the Partial Fulfillment of the Degree of Master of Library and Information Science, Kuvempu University, Kuvempu- 2016).
- 2012-05 - **Bachelor of Arts**
2014-05 Govt. First Grade College, - Soraba
- 2009-06 - **P.U.C (XIIth Standard): Commerce**
2011-05 Govt. P. U. College, - Soraba
- 2008-05 - **S. S. L. C. (Xth Standard)**
2009-05 Govt. Junior College, - Soraba

Major Contributions

Office of Data @ IISc

- Generated of publications data - Year wise/ Cumulative year wise.
- Generated of Citation overview list of individual faculties using Scopus
- Benchmarking publications using SciVal database - using the 3 major classifications (ASJC, THE, and QS) and different metrics for analysis.
- Using Incite, created a list of the top 10, 20 percentile journals by subject area and journal type.

Institutional Ranking work: (NIRF, ARIIA, THE, QS)

- created manual datasheets to gather ranking information.
- Comparison of old & new ranking data.
- Cross verified collected all data.
- verification of grant and patent information.
- Uploaded the collected data to the online ranking form.
- PPT was created for the ranking committee presentation.



Projects

Title: Upgrading Koha ILMs Software @ RIE, Mysore:

- Upgraded the Ubuntu 16.4 to 20.04 version and;
- Installed the Koha 20.11 version on localhost.
- Implemented IN/OUT installing plugin to Koha.

Title: Updating Library Website on Drupal:

- Adding and upgrading website content.
- Creating new necessary pages, etc.
- Added new service pages

Status: Online - Being used by RIE, Mysore.



Software's

Library Management Software: Koha, LibSys and Easylib

Content Management software's: **Drupal and Joomla**

Software Applications: MS Office, LibreOffice

Operating systems: LINUX, Windows

Reference Management Software's: Mendeley and Zotero

Plagiarism Checker: Turnitin, OURIGINAL (Urkund) and Drillbit.



Skills

- Reference Services
- Answering research questions
- ILL, DDS, Bibliographies, Displays
- Collection development
- Web site design using CMS
- Attending queries at Circulation
- User orientation
- Assisting faculty research

Trainings & Workshops Attended

- AICTE-Inspire- Python Internship, organized by Inspire Softech Solutions from 18 Jan-17 Feb 2023.
- Data Analysis Using Excel - International Workshop, organized by Inspire Softech Solutions from 10th -12th Dec 2022.
- Two days' workshop on Designing with Canva, from 12th -13th November 2022.
- Omeka training, organized by KLA Kottayam Region from 11 Feb- 20 February 2022.



Languages

English

Hindi

Kannada

Publications

1. B. P., Meghana and Mamdapur, Ghose Modin N. and Sahoo, Sidhartha, Twenty-Five Years Study (1995-2019) of Food and Bioproducts Processing: An Overview of Research Trends (February 2021). Library Philosophy and Practice (e-journal). 5196, pp. 01-15. <https://digitalcommons.unl.edu/libphil> Available at SSRN: <https://ssrn.com/abstract=4343696> or <http://dx.doi.org/10.2139/ssrn.4343696>



References

1. **Dr. B. B. Suresh**,
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