



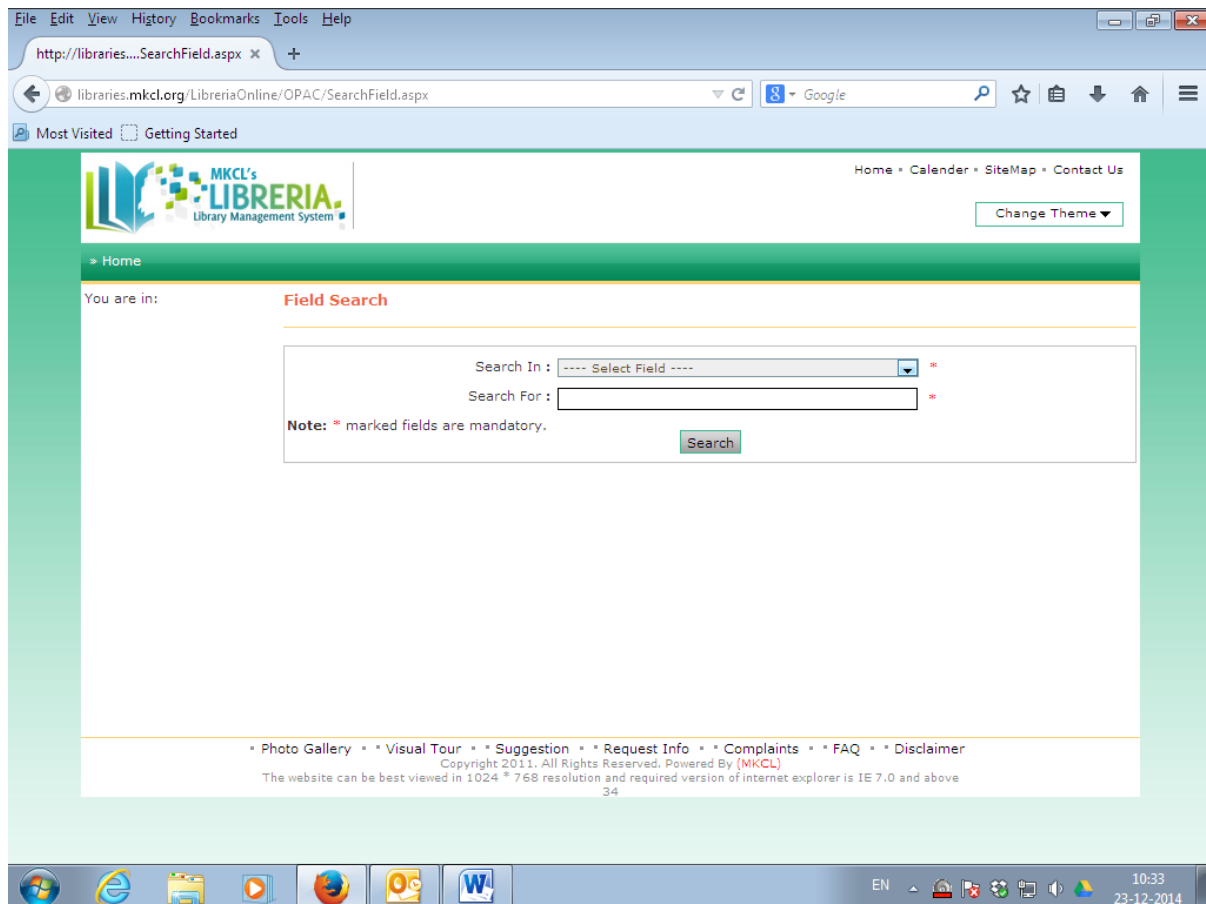
Library User Manual for MFS Students

For getting access to the library collection follow the following steps:

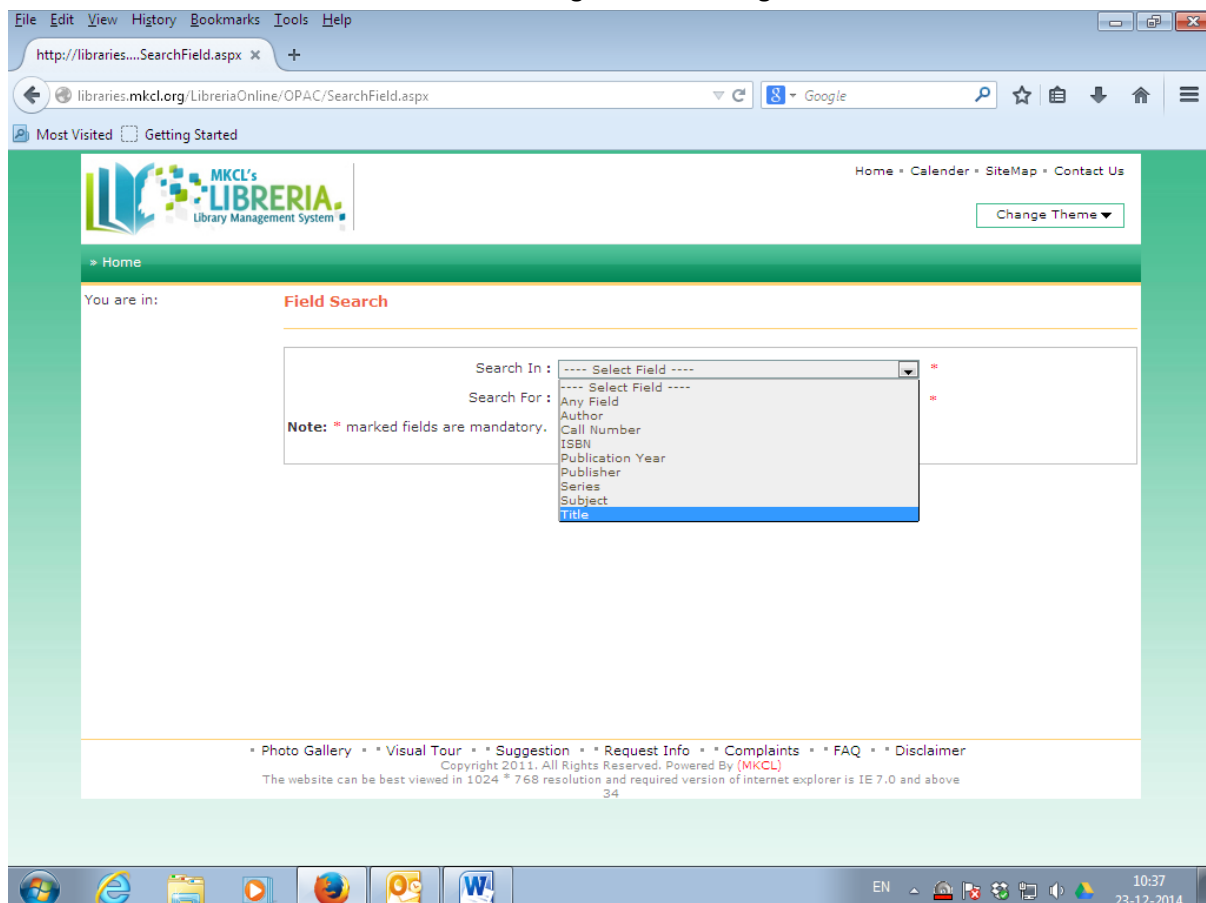
1. Open Mozilla Firefox or Internet Explorer
2. Type <http://libraries.mkcl.org/> in the browser or copy and paste the link
3. You will get the following screen:



4. Click on Field Search. You will get the following screen:



5. Then click on Search In – Down arrow. You will get the following screen:



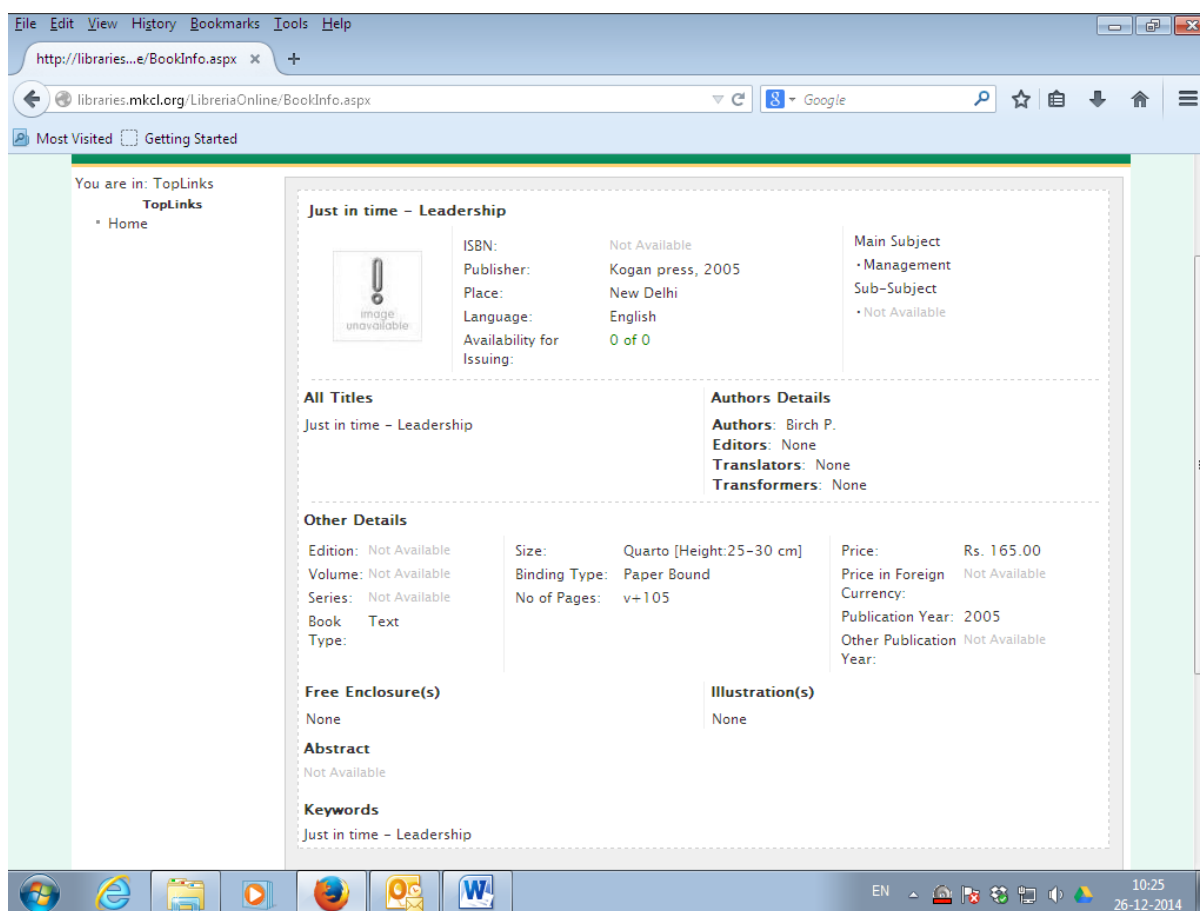


6. Select Title field and type the title of the book you want to read. You will get the following screen:

7. You will get the list of books which is showing as below:



8. Click on the book you want to read. You will get details of books as below:



9. If you are interested in other books check all the searched books.
10. For getting the required book for reading send an e-mail to mfslibrary@mkcl.org with Subject line as 'Requisition of Library Book'
11. Depending on the availability of books in the library and book reservation by any other student librarian will inform you by e-mail when you will get the book for reading.
12. If the book is available get it issued from the librarian for 8 days.



ENJOY THE READING

FOR ANY QUERY CONTACT
TO
VARSHA PATIL : 020-67207449

