

विधि केंद्र -II पुस्तकालय
विधि संकाय,
दिल्ली विश्वविद्यालय

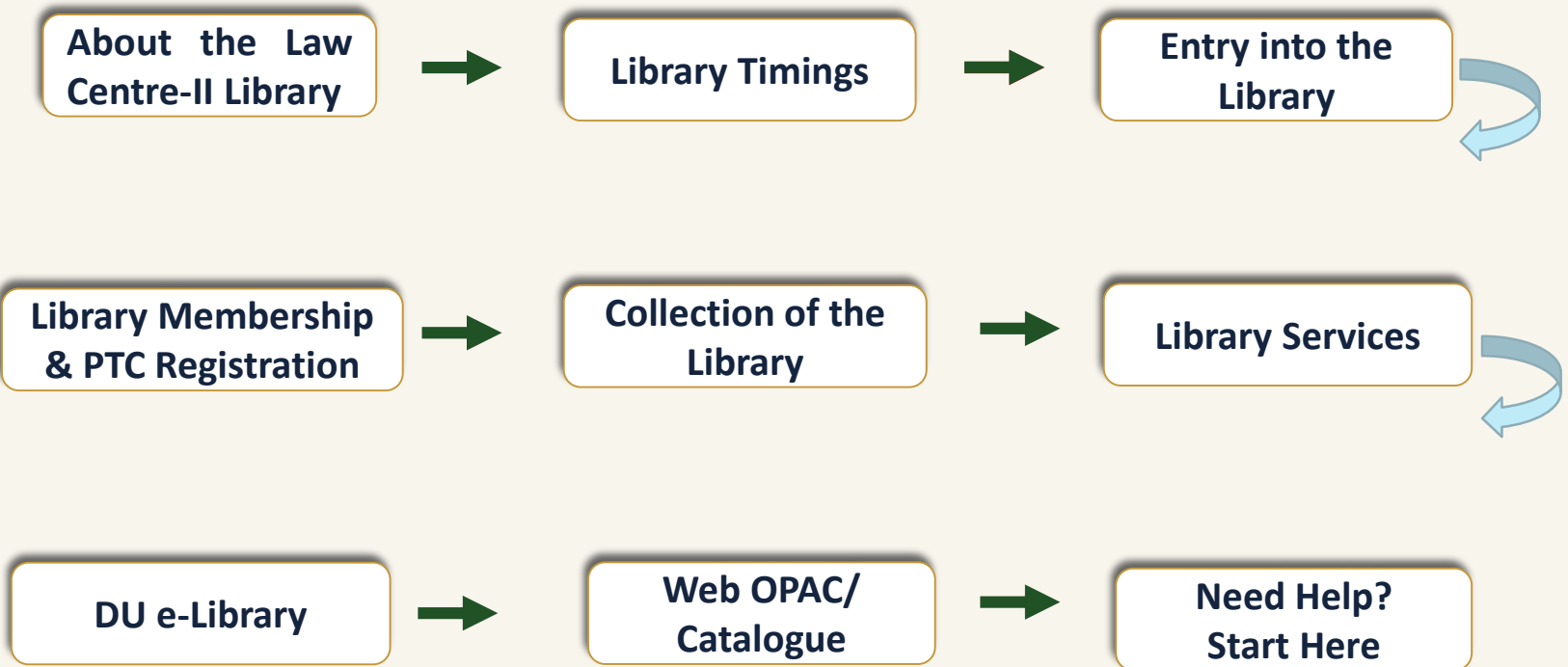
Law Centre-II Library
Faculty of Law,
University of Delhi

A practical guide to accessing
library facilities, resources &
services.

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विधि संकाय, दिल्ली विश्वविद्यालय, दिल्ली- 110007
Umang Bhawan, New Building,
Faculty of Law, University of Delhi, Delhi-110007
Library Website:- <https://duls.du.ac.in/lc2/>

How to Use the Library (Law Centre–II)

A detailed guide to assist users in accessing and utilizing the library's collections, services, digital resources, research tools, and collaborative learning spaces effectively.



About the Law Centre-II Library

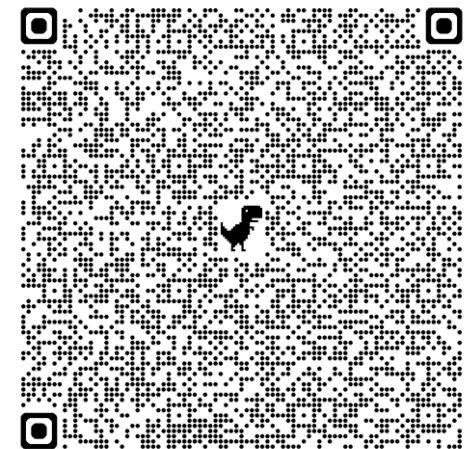
Law Centre-II was established in 1971 on the campus of ARSD College in Dhaula Kuan to provide a full-time LL.B. curriculum and after that, it was shifted from the ARSD (Atma Ram Sanatan Dharma) College premises to the state of the art building (Umang Bhawan) in North Campus in 2016. This is one of the pioneer institutes for legal education in India.



The Law Centre-II provides various services with an extensive collection of legal study materials such as books, online databases and journals etc. Library's furnishings and architectural construction are outstanding and attractive. This Library serves to graduate (LL.B) students, Faculty members and other authorized users of the Department.

Location of the Library

Law Centre-II Library is located at Room No. G-20, Umang Bhawan, New Building, Faculty of Law, University of Delhi, Delhi-110007. <https://maps.app.goo.gl/F9bvtL3JdrbQFjqM6>



Library Timings

The library remains open from 9:00 a.m. to 7:00 p.m., functioning from 9:00 a.m. to 5:30 p.m. for Issue, return and all other library services to their users on all working days, and the reading room is open from 9:00 a.m. to 7:00 p.m..



Library Hours

9:00 A.M – 5:30 P.M.

All Working Days [Monday to Friday]



Reading Room

9:00 A.M. – 7:30 P.M.

All Working Days



Library Services

9:15 A.M. – 5:15 P.M. | Monday to Friday

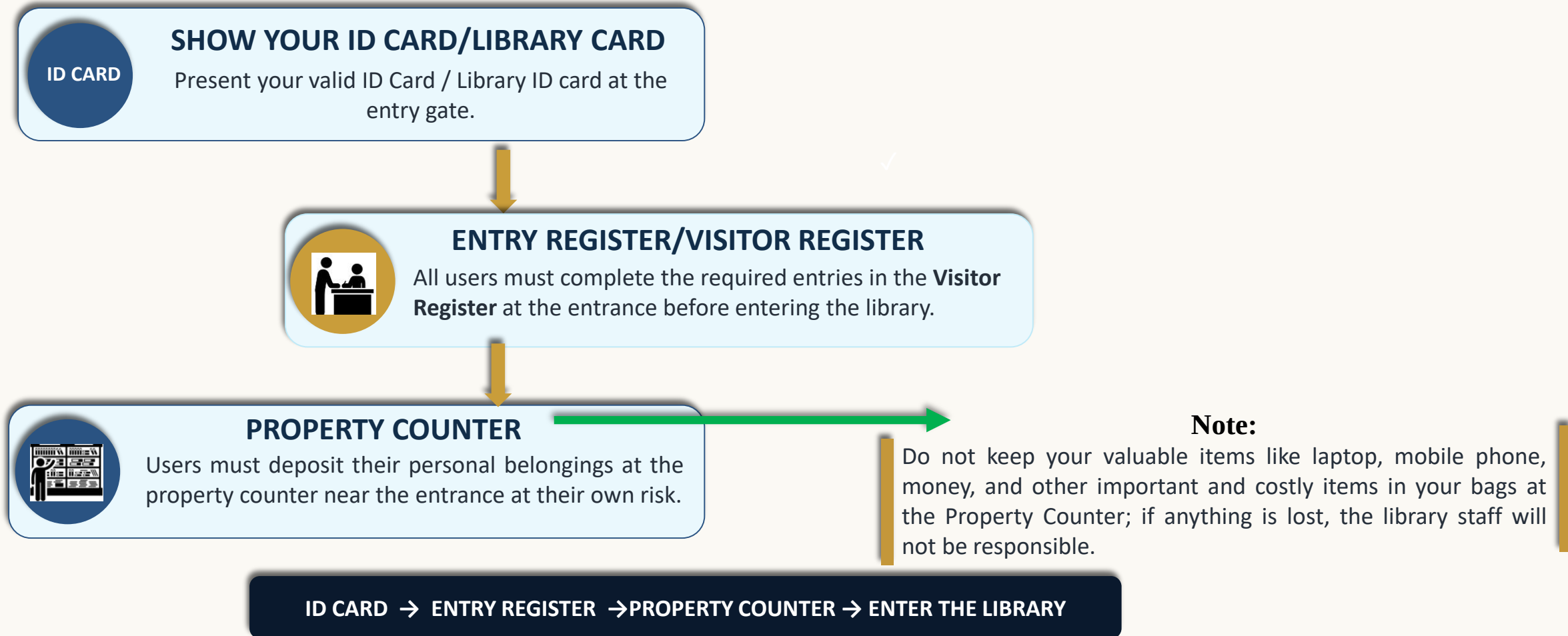
Issue • Return • Reference & Other Library Services

Note:

During the Examination Period or as required, library services may be provided on Saturday and/or Sunday as per the instructions of the Professor-in-Charge.

Entry into the Library

Essential Steps Before Entering the Library.



All users must strictly follow the Rules and Regulations of the Law Centre-II Library, as stated on the official Library website at <https://duls.du.ac.in/lc2/node/116>.

Library Membership & PTC Registration

- The Law Centre–II Library offers services to students, faculty members, non-teaching staff, and other eligible individuals. Library membership is renewed annually at the beginning of each academic year.
- All users of the Law Centre–II Library, except Special Members, are eligible to access the services of Central Library Complex by registering for Patron Traffic Counter (PTC).
- The procedures for obtaining Library Membership and completing PTC Registration at the Law Centre–II Library are as follows:

Library Membership & PTC Registration Process

How to Get Library Membership at Law Centre–II

1 Library Membership Registration

Step 1: Visit the Library Circulation Counter/ Membership Desk at Law Centre–II.

Step 2: Present your valid University Identity Card or Fee Receipt to obtain the Library Membership Form.

Step 3: Fill out the form in CAPITAL LETTERS

2 PTC Registration

Step 1: visit the URL <https://du.libcon.in/login> to access the membership form.

Step 2: Log in using your verified email ID and enter the OTP received in your email.

Step 3: After logging in, select "Student" as your member type from the dropdown menu.

Step 4: Fill the membership form carefully, ensuring all required fields are filled in correctly.

OR



**Scan the QR code
for PTC Registration**

Step 4: Submit the completed form and printout of the PTC online registration form along with the required documents or fee receipt at the Circulation Counter.

Step 5: Library staff will verify the submitted information and documents.

Step 6: Upon successful verification, your Library Membership will be activated and collect the membership card from the Circulation Counter/ Membership Desk.

Collection of the Library

- The Library has a vast collection of approximately 29,552 books and 6714 bound volumes of journals, with a strong emphasis on Law and allied disciplines. The collection includes books, reference materials, magazines, periodicals, and bound volumes.

1 Books - 29552

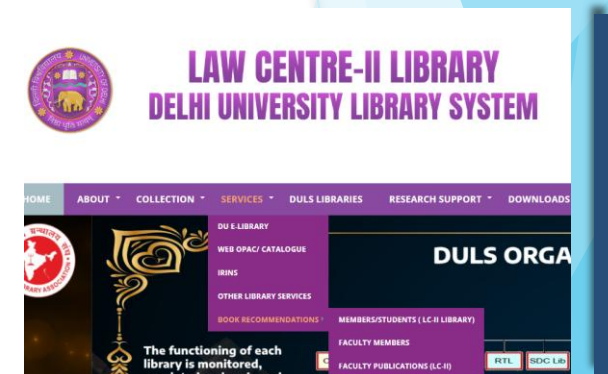
2 Bound Volumes Periodicals-6714

- At present, the Library subscribes to 24 periodicals (Journals and Magazines) and 10 newspapers. [Click here](#)

Recommend Your Books

To recommend books for purchase by the Library, visit the official website of the Law Centre–II Library: <https://duls.du.ac.in/lc2/>

- 1.Go to Services.
- 2.Click on Book Recommendation.
- 3.Choose the appropriate option.
- 4.Submit your book recommendation for consideration.



Note:- The final decision regarding the procurement of the recommended book(s) shall be taken by the Professor-in-Charge, based on the recommendations of the Library Committee.

Library Services

The library offers a wide variety of academic, research, digital, and user-focused services to ensure effective access to information resources.

Circulation Services

Membership & Patron Traffic Control (PTC)

Textbook Consultation Service

Reading Room Service

Reference Service

Inter-Library Loan (ILL)

Web OPAC- [click here](#)

Website-Based Information & Query Assistance- [click here](#)

DU e-Library (E-Resources)- [click here](#)

DU e-Books- [click here](#)

Online Legal Databases through DU e-Library

Internet & Wi-Fi Service

Remote Access through DU e-Library

Library Services

Circulation Services

It provides circulation services for the **Issue, Return, and Renewal** of library books in accordance with the prescribed Library Rules and Regulations. For detailed information, please refer to the Library Rules and Regulations. [Click here](#)

LIBRARY MEMBERS' PRIVILEGES

S. NO.	CATEGORY	NO. OF BOOKS	NO. OF DAYS
3	LLB Students	3	14

- A late fine of Rs. 1/- per day per book is charged for books returned after the due date.

Textbook and Reference Book Consultation Services

Library provides prescribed textbooks and reference books for consultation within the Library premises to support the academic and research requirements of its users, subject to the prescribed Library Rules and Regulations.

Library Services

Reading Room Service

Plan Before You Sit

- ✓ Must carry your ID Card
- ✓ Find the required materials first.
- ✓ Keep only essential materials at your desk.

Maintain Discipline

- ✓ Maintain silence and academic decorum.
- ✓ Keep the premises clean and orderly.
- ✓ Follow all Library instructions.

Protect Library Resources

- ✓ Do not mark, fold, damage or misplace books.
- ✓ Report damaged or missing material to staff promptly.

Online Legal Databases through DU e-Library

DULS provides access to online legal databases through the DU e-Library, offering case laws, statutes, legal journals, e-books, and other authoritative legal resources for academic and research purposes.

Some examples of Online Legal Databases and Resources available through the DU e-Library include

- SCC Online
- Manupatra
- EBC Reader
- LiveLaw
- HeinOnline
- Westlaw

- Taxmann
- Kluwer Law Online
- CLA Online
- LexisNexis
- Gale Primary Sources

▪ eSCR, Judgements and Orders (Indian Judiciary)	https://judgments.ecourts.gov.in/pdfsearch/index.php	Open Access
▪ eCourt India Services	https://ecourts.gov.in/ecourts2.0/	Open Access
▪ Digital Supreme Court Reports (DSCR)	https://scr.sci.gov.in/scrsearch/	Open Access
▪ National Judicial Data Grid (NJDG)	https://njdg.ecourts.gov.in/njdg_v3/	Open Access

DU e-Library/Access E-Resources

DU e-Library

DU e-Library is a digital platform from the Delhi University Library System (DULS) that provides access to a range of subscribed and open-access academic resources for teaching, learning, and research.

To access the resources, please visit the DU e-Library portal at <https://duelibrary.in/#/home>

Legal Databases

It provides access to a wide range of authoritative legal database, including SCC Online, EBC reader Manupatra, LexisNexis, Westlaw, HeinOnline, and Live Law. Some databases may require prior registration or individual user authentication for access.

If you experience any difficulties registering for or accessing these resources, please contact the Library for assistance.

Access Point

(Access Anytime, Anywhere)

ON CAMPUS

(Access subscribed e-resources through the university's network.)

OFF CAMPUS

(Use the DU e-Library platform to access resources remotely by logging in with your official email ID.)

MOBILE ACCESS

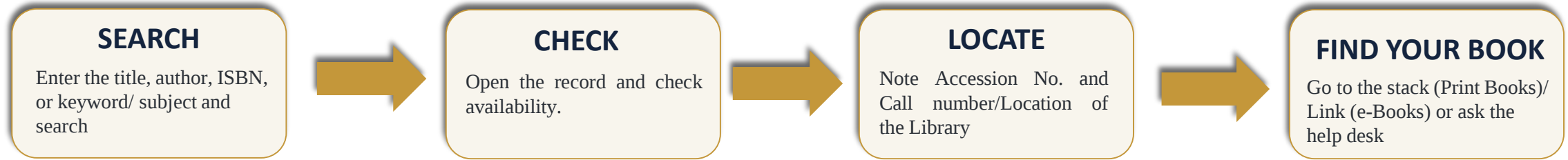
(DU e-Library is also available through its mobile application.)

How to Log In to DU e-Library

Visit: DU e-Library Portal → Click “Login” at the top-right corner. → Select “**Login with DU Institutional Email Account.**” → Enter your DU institutional email ID and authenticate. → After successful login, you can search and access available e-resources.

For more assistance kindly see this: [Click here](#)

Web OPAC/ Catalogue



- ✓ Online Public Access Catalogue (Web OPAC) is the online catalogue of DULS that enables users to search, identify, and locate books, e-books, theses, dissertations, conference proceedings, reports, CDs/DVDs, and other library resources available across University libraries through the Koha Library Management System.
- ✓ It helps users quickly identify the availability and location of library materials and provides search facilities by title, author, subject, keyword, call number, and other bibliographic details.

How to Access Web OPAC

For a direct link to the **WEB OPAC**, [click here](#).

Or

Visit the official DULS website at <https://duls.du.ac.in/duls/>

Go to 'Services Section'

select 'OPAC'

OR



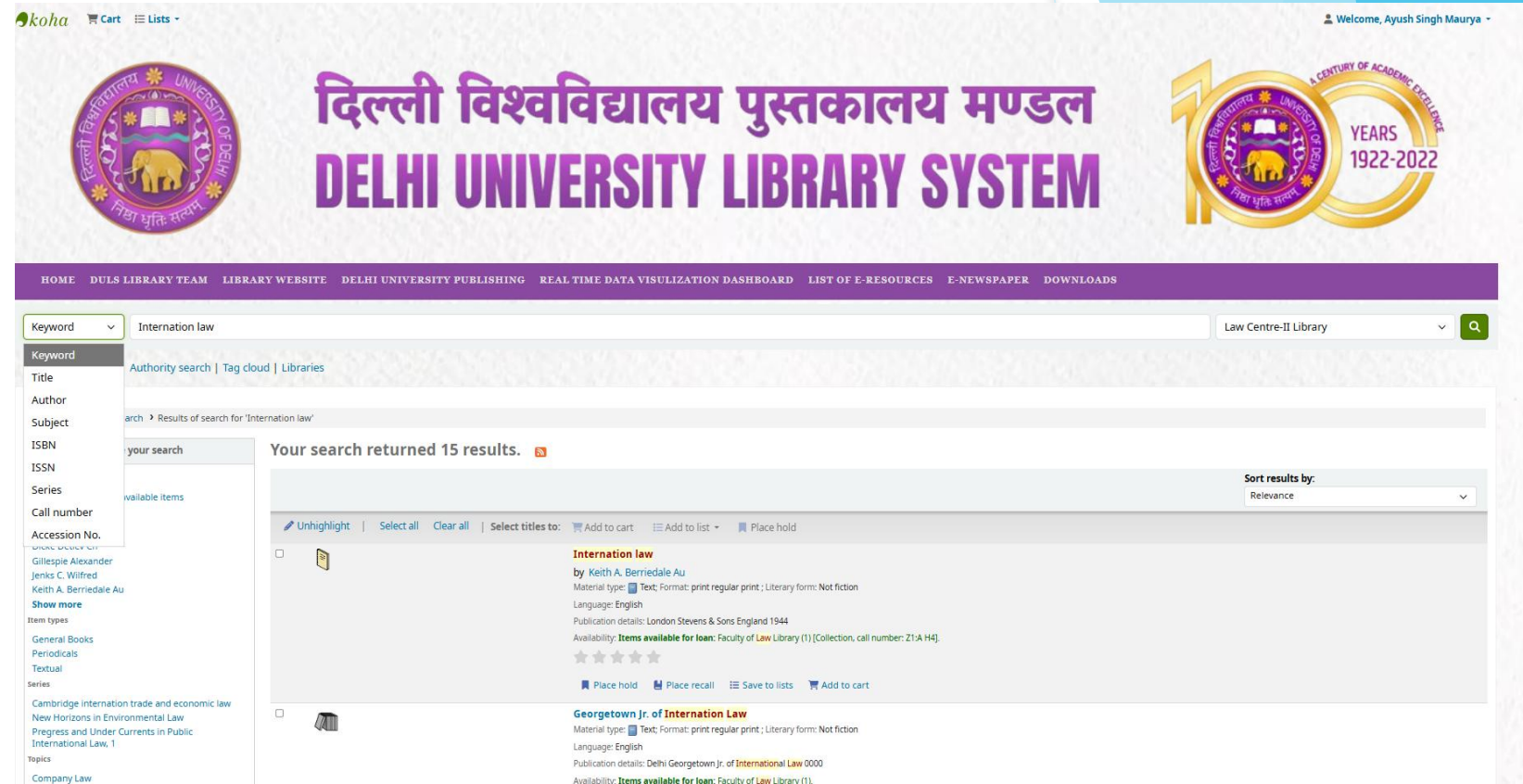
Scan for Web OPAC

Search facility in Web OPAC

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Simple Search

- ✓ Users can quickly search for library resources by entering relevant **keywords, such as Title, Author, Subject, Keyword, Call Number, ISBN, or other bibliographic details**, in the main search box. Users can also select a specific library to refine the search results and locate their desired resources.
- ✓ Users can also choose a specific library to narrow down the results.



Search facility in Web OPAC

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Advanced Search

- ✓ It enables users to refine their Search by combining criteria such as Title, Author, Subject, Keyword, ISBN, and Library using the Boolean operators **AND**, **OR**, and **NOT** to locate desired resources efficiently.
- ✓ **AND**– Retrieves records that include all specified terms.
- ✓ **OR** – retrieves records that include any of the specified terms.
- ✓ **NOT** – excludes terms that are not wanted from the search results.

The screenshot displays the Delhi University Library System Web OPAC interface. The top header features the university's logo, the name in Hindi and English, and a 100th anniversary emblem (1922-2022). A navigation bar includes links like HOME, DULS LIBRARY TEAM, LIBRARY WEBSITE, and others. The main section shows the 'Advanced search' form with fields for Title, Keyword, and Subject, and a dropdown for Item type. Below the search form are filters for Location and availability, Sort by, Publication date range, and Language. The 'Result' section shows the search results for the keyword 'shaw', displaying four results for 'International Law' by Shaw, Malcolm N. The results list includes details like edition, material type, language, and availability, along with options to place hold, recall, or add to lists.

Need Help? Start Here

Law Centre-II Library Website

<https://duls.du.ac.in/lc2/>

For Library news, services, resources and notices etc.

Library Helpdesk

If you have any support/information/queries, feel free to reach out to us at: library@lc2.du.ac.in

Thank You

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