

ACQUISITION, CATALOGING AND COMPILING INFORMATION RESOURCES

The tasks of the department are:

- Main task of the staff is implementation of the application for literature on departments, thematic plans for dean offices and catalogues of publications, educational, scientific literatures;
- Systematically it is carried out all the publications by the information technologies. The head of the department regularly reports on financial means of the IRC;
- Section of cataloging plays a significant role in IRC;
- Staff of the department conduct systematization, cataloging and technical working on books and other documents, formulate electronic data base of the electronic catalogue of new books. It organizes and redacts general catalogues of the library.

Schedule:

On Mondays and Fridays at 8.30-16.30.

On Saturdays 8.30-13.30