

East West University Library

Ref: EWU/LIB/RP/33/18-017

19 February 2018

RECOMMENDATION OF BOOKS FOR SUMMER SEMESTER 2018

You are requested to submit online purchase suggestion of Library materials (**Text book, Reference book, CD/DVD-ROMs etc.**) for the courses to be offered in the **Summer Semester 2018** in your department. You may suggest new titles as well as increasing copies of existing titles in EWU Library. It would be highly appreciated if you kindly coordinate with other colleagues of your department for their suggestions.

Online purchase suggestion submission procedure

- 1. Please visit the EWU Library website (lib.ewubd.edu)**
- 2. Go to Main menu> Services> purchase suggestion**



- 3. Login with your account and Click on New Purchase Suggestion**

(If you forget password, request us for new password at lib.ewubd.edu/new-password. you will be informed the new password by email)

- 4. Fill up the purchase suggestion form carefully and submit**

- 5. You may submit suggestion for multiple title following the same process**

You may also use softcopy of book requisition form available at Main menu>Download.

Please provide full bibliographic information for the required title i.e. **author/editor(s), edition, publisher, ISBN, number of copies, course details etc** when submit your suggestion.

All purchase suggestions need to be submitted on or before **Thursday, 01 March 2018**. **You are requested to check the availability of the desired titles at opac.ewubd.edu** before submit the suggestion. If you face any difficulties, please contact at Ext. 265 or 355.

Thank you for your kind cooperation.



Dr. Dilara Begum
Librarian (In-charge)

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