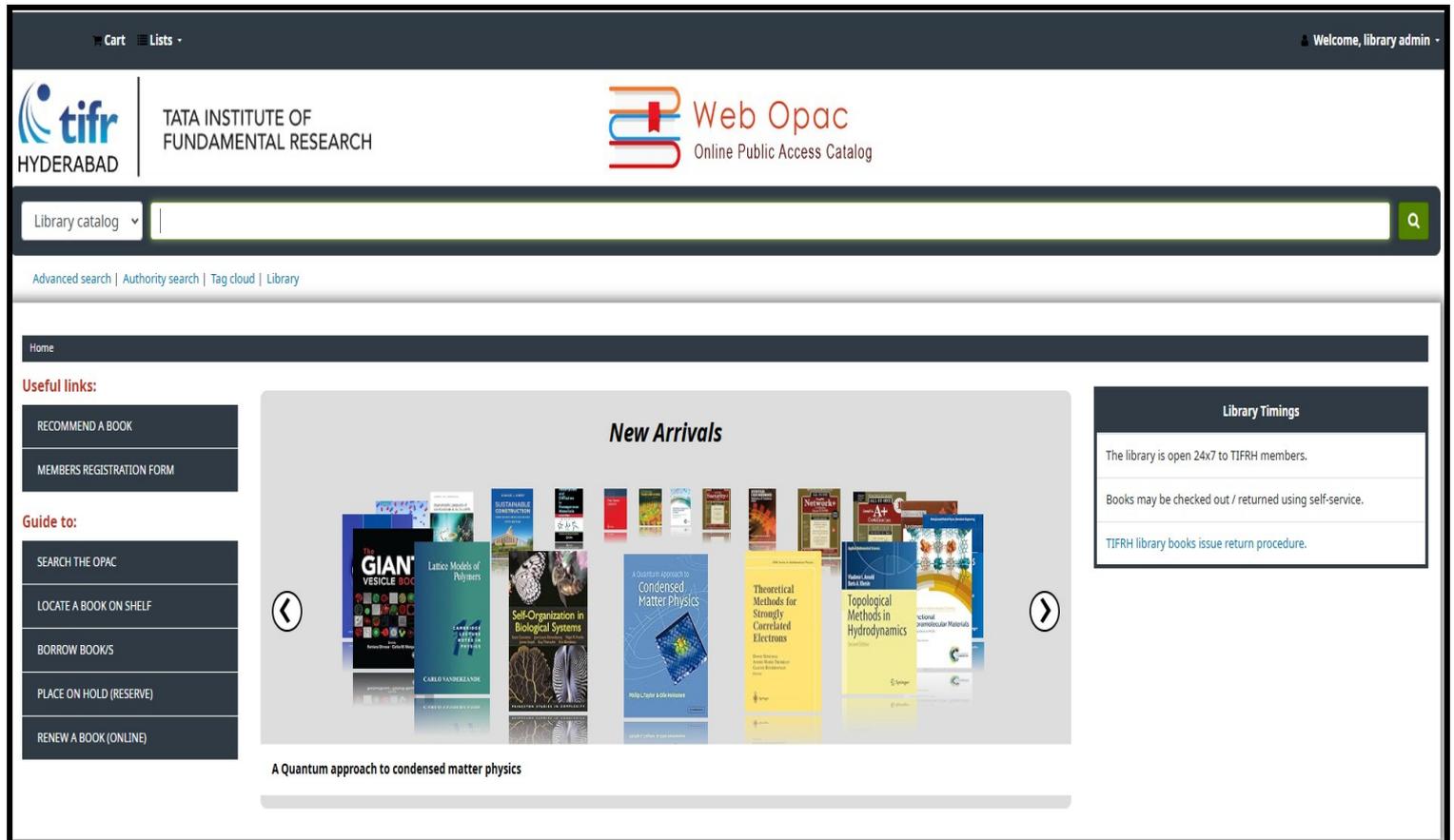


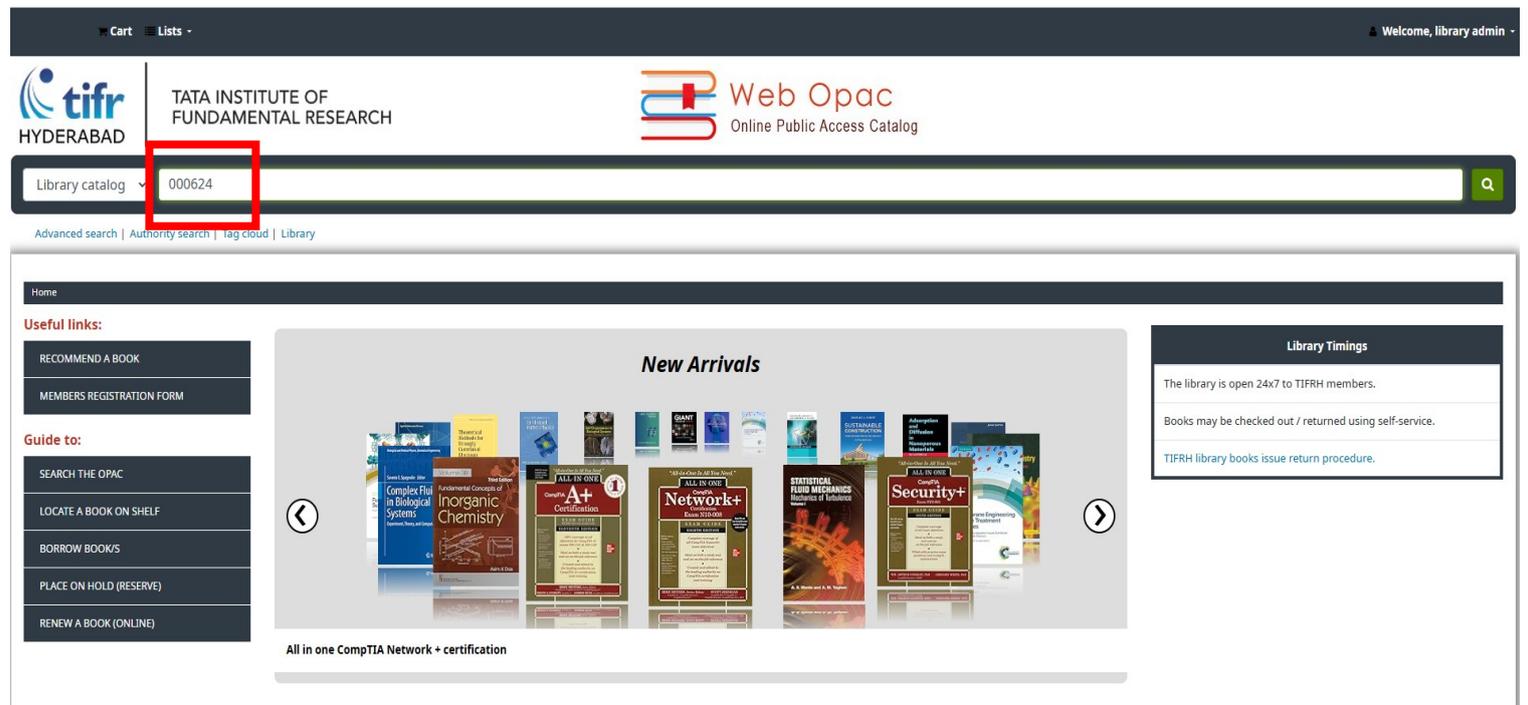
## How to Find a Book

**Step 1:** Visit the OPAC page and search using the title, author, or Accession Number (if known).  
If using the Accession Number, please mention it.



The screenshot shows the TIFR Web Opac homepage. At the top, there is a navigation bar with 'Cart' and 'Lists' on the left, and 'Welcome, library admin' on the right. Below this is the TIFR logo and name, and the 'Web Opac Online Public Access Catalog' logo. A search bar is present with a dropdown menu set to 'Library catalog' and a search icon. Below the search bar are links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area features a 'Home' section, 'Useful links' (Recommend a Book, Members Registration Form), and a 'Guide to:' section (Search the OPAC, Locate a Book on Shelf, Borrow Books, Place on Hold (Reserve), Renew a Book (Online)). The central 'New Arrivals' section displays a carousel of book covers, including 'The GIAN Vesicle Book', 'Lattice Models of Polymers', 'Self-Organization in Biological Systems', 'A Quantum approach to Condensed Matter Physics', 'Theoretical Methods for Strongly Correlated Electrons', and 'Topological Methods in Hydrodynamics'. A 'Library Timings' box on the right states: 'The library is open 24x7 to TIFRH members. Books may be checked out / returned using self-service. TIFRH library books issue return procedure.'

**Step 2:** Please enter the Accession Number or title in the search box and proceed with the search.



The screenshot shows the TIFR Web Opac search results page. The search bar now contains the accession number '000624', which is highlighted with a red box. The rest of the page layout is identical to the previous screenshot, showing the 'New Arrivals' carousel with book covers like 'Complex Fluid in Biological Systems', 'Inorganic Chemistry', 'A+ Certification', 'Network+', 'Statistical Fluid Mechanics', and 'Security+'. The 'Library Timings' box remains on the right.

**Step-3: The book details page will be displayed.**

The screenshot shows the book details page for "Lectures on quantum mechanics" by Baym, Gordon. The page includes a search bar, navigation links, and a table of holdings. Annotations highlight the shelving location "R-2D" and the call number "530.145.6 BAY". A note states: "If the book is unavailable, you can place a hold on it."

Item type	Current library	Shelving location	Call number	Status	Date due	Barcode
Books	TIFRH, Library	R-2D	530.145.6 BAY (Browse shelf)	Available		000624

- ***A call number is a unique identifier assigned to books and other catalogued materials for easy shelf location.***
- ***The shelving location R-2D indicates that the book is in Rack 2, Shelf D. "R" stands for the rack number, "2" refers to the second rack, and "D" specifies the shelf within that rack.***
- ***The TIFRH Library follows the Universal Decimal Classification (UDC) system. For example, in Call No: 530.145.6 BAY, 530.145.6 is the classification number, and BAY is the author mark.***
- ***For assistance, please contact the library staff or email [tifrhlibrary@tifrh.res.in](mailto:tifrhlibrary@tifrh.res.in).***

## Placing holds (reserve) Book(s) online

*You can place a hold on books checked out by other members. You will be notified once the book is returned and ready for borrowing.*

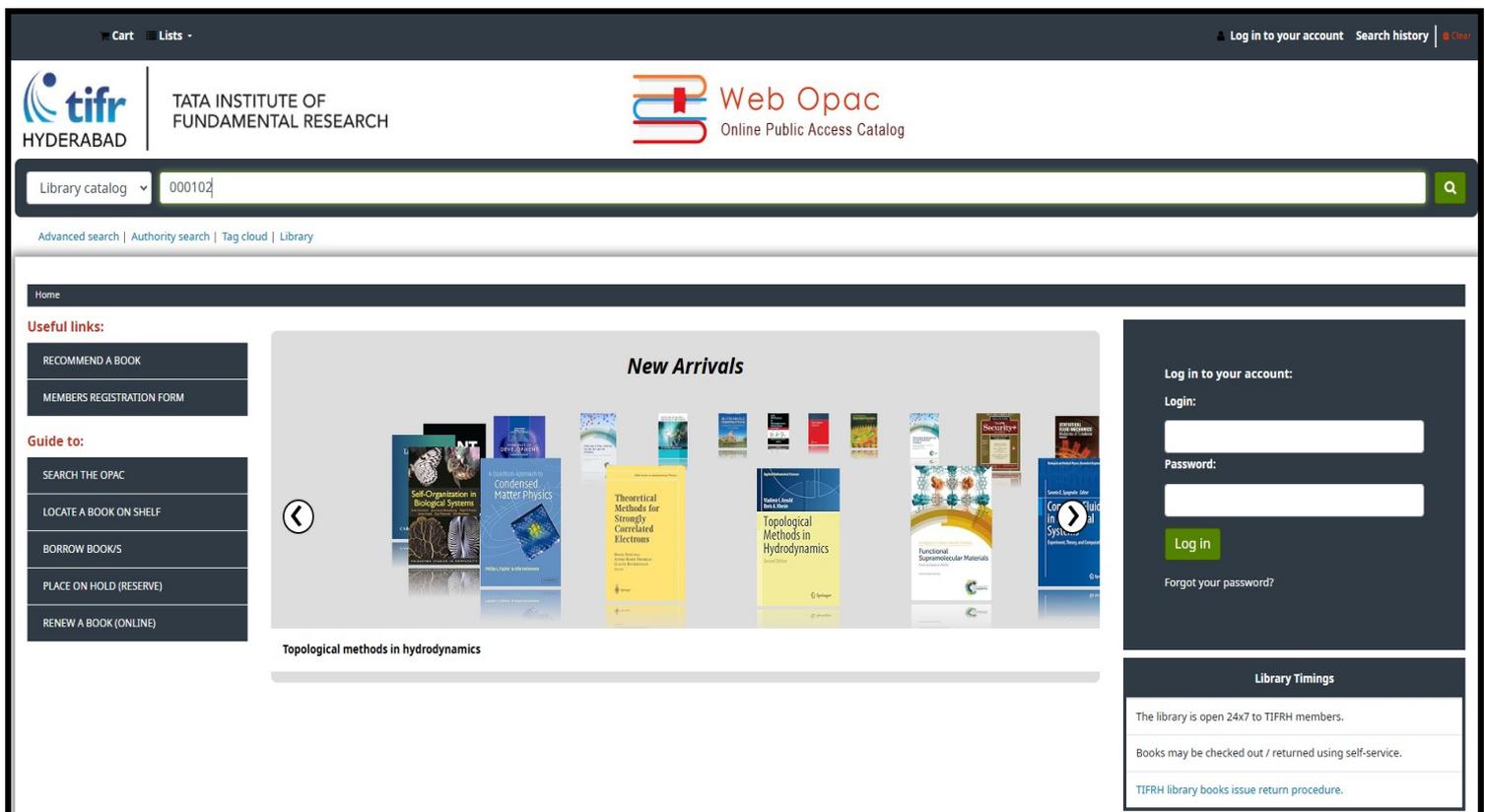
**To Place a Hold:**

**Log in to your library account at <http://library.tifrh.res.in/>.**

**Enter your username and password.**

**If you don't have login credentials, reset your password using the "Forgot your password" link (use your tifrh email as the username).**

**Step-1: Go to the OPAC, search for the book and check its availability.**



The screenshot shows the TIFR Web Opac interface. At the top, there is a navigation bar with 'Cart' and 'Lists' on the left, and 'Log in to your account' and 'Search history' on the right. Below this is the header with the TIFR logo and 'TATA INSTITUTE OF FUNDAMENTAL RESEARCH' on the left, and the 'Web Opac Online Public Access Catalog' logo on the right. A search bar contains the text 'Library catalog' and '000102'. Below the search bar are links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area features a 'Home' section, 'Useful links' (RECOMMEND A BOOK, MEMBERS REGISTRATION FORM), and a 'Guide to:' section (SEARCH THE OPAC, LOCATE A BOOK ON SHELF, BORROW BOOKS, PLACE ON HOLD (RESERVE), RENEW A BOOK (ONLINE)). The central 'New Arrivals' section displays a carousel of book covers, with 'Topological methods in hydrodynamics' highlighted. On the right, there is a 'Log in to your account:' section with 'Login:' and 'Password:' input fields, a 'Log in' button, and a 'Forgot your password?' link. Below this is a 'Library Timings' section stating: 'The library is open 24x7 to TIFRH members.', 'Books may be checked out / returned using self-service.', and 'TIFRH library books issue return procedure.'

**Step-2: If the book is issued, you can place a hold on it.**

The screenshot shows the Web Opac interface. At the top, there are navigation links for 'Cart' and 'Lists', and user options for 'Log in to your account', 'Search history', and 'Clear'. The header includes the TIFR Hyderabad logo and the Web Opac logo. A search bar is present with a dropdown menu set to 'Library catalog'. Below the search bar, there are links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area displays the book title 'Nonlinear dynamics and chaos with applications to physics, biology, chemistry, and engineering' by Steven H. Strogatz. A red box highlights the 'Place hold' button in the right-hand sidebar. A red speech bubble points to the 'Status' column in the holdings table, containing the text 'If status issued'. The holdings table has two rows, both with a greyed-out status field.

Item type	Current library	Call number	Status	Date due	Barcode
Books	TIFRH, Library			04/01/2025	000235
Books	TIFRH, Library			03/26/2025	000051

**Step-3: To place a hold, please log in to your library account.**

The login form is displayed on a dark blue background. It features the following elements:

- Log in to your account:** A heading in white text.
- Login:** A label in white text above a white input field.
- Password:** A label in white text above a white input field.
- Log in:** A green button with white text.
- Forgot your password?:** A link in white text below the login button.

**Step-4: Check the required title and click 'Confirm Hold.'**

The screenshot shows the TIFR Web Opac interface. At the top, there are logos for TIFR Hyderabad and Web Opac Online Public Access Catalog. Below the search bar, there are navigation links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area is titled 'Placing a hold' and shows a confirmation step for a book. The book title is 'Nonlinear dynamics and chaos with applications to physics, biology, chemistry, and engineering' by Strogatz, Steven H. There is a checkbox for 'Place a hold on' which is checked. Below the title, there is a 'Show more options' button and a green 'Confirm hold' button.

**Step-5: Your requested book has been successfully held or reserved. Please check your hold list.**

The screenshot shows the 'Your summary' page on the TIFR Web Opac interface. The page is for user HRIDEY NARULA. On the left, there are 'Useful links' such as 'RECOMMEND A BOOK' and 'MEMBERS REGISTRATION FORM'. The main content area is titled 'Your summary' and shows a 'Checked out (5)' button and a 'Holds (1)' button, which is highlighted with a red box. Below this, there is a search bar and a table of checked out items. The table has columns for Title, Author, Due, Barcode, Call number, Renew, and Fines. Two items are listed: 'Advanced Mathematical methods for Scientists and engineers I asymptotic methods and perturbation theory' by Bender, Carl M. and 'Topological methods in hydrodynamics' by Arnold, Vladimir I.

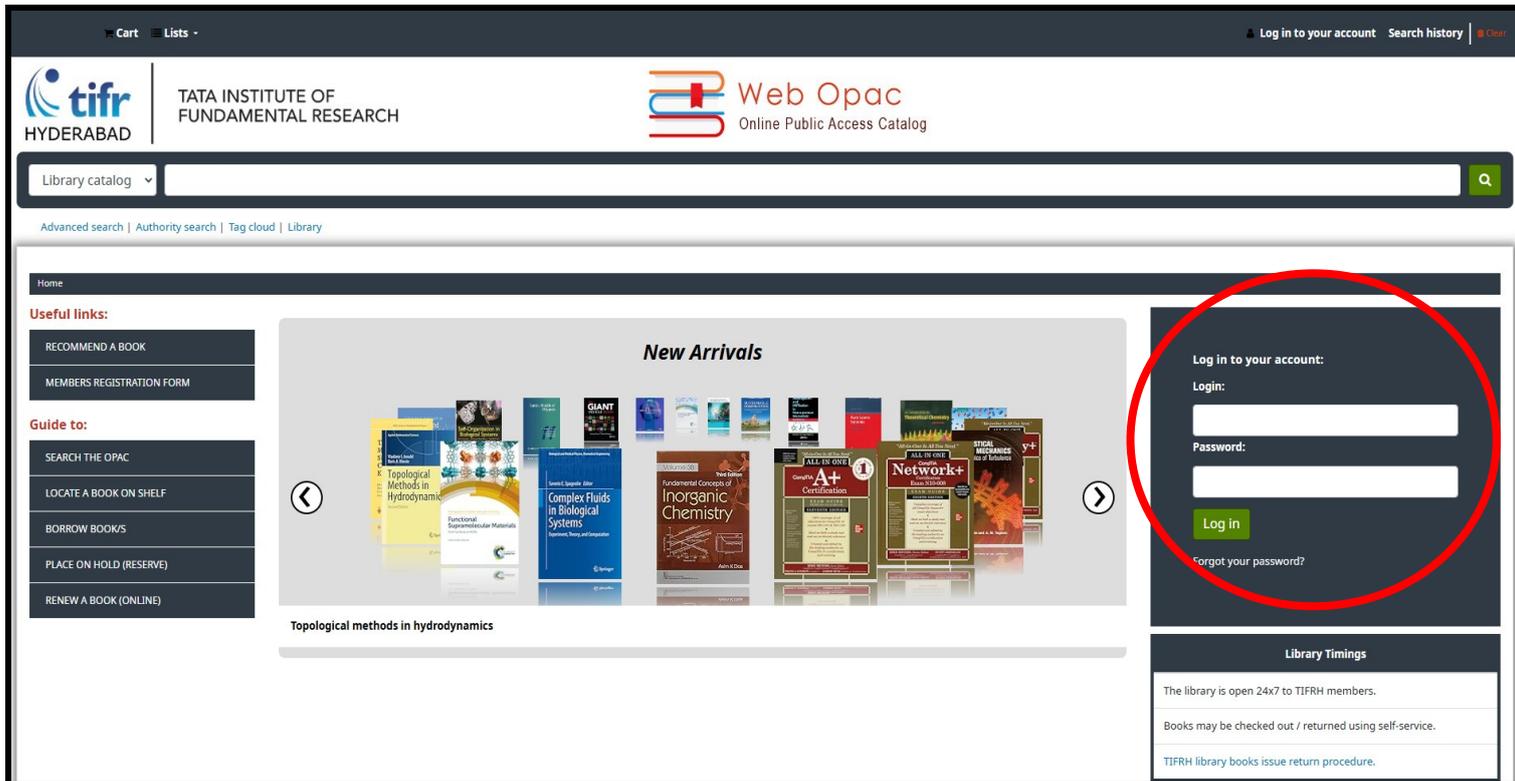
Title	Author	Due	Barcode	Call number	Renew	Fines
Advanced Mathematical methods for Scientists and engineers I asymptotic methods and perturbation theory	Bender, Carl M	03/18/2025	000284		<input type="checkbox"/> Renew ( 1 of 1 renewals remaining )	No
Topological methods in hydrodynamics	Arnold, Vladimir I.	03/21/2025	001193		<input type="checkbox"/> Renew ( 1 of 1 renewals remaining )	No

***You will be notified once the book is returned and ready for borrowing.***

***For assistance, please contact the library staff or email [tifrhlibrary@tifrh.res.in](mailto:tifrhlibrary@tifrh.res.in).***

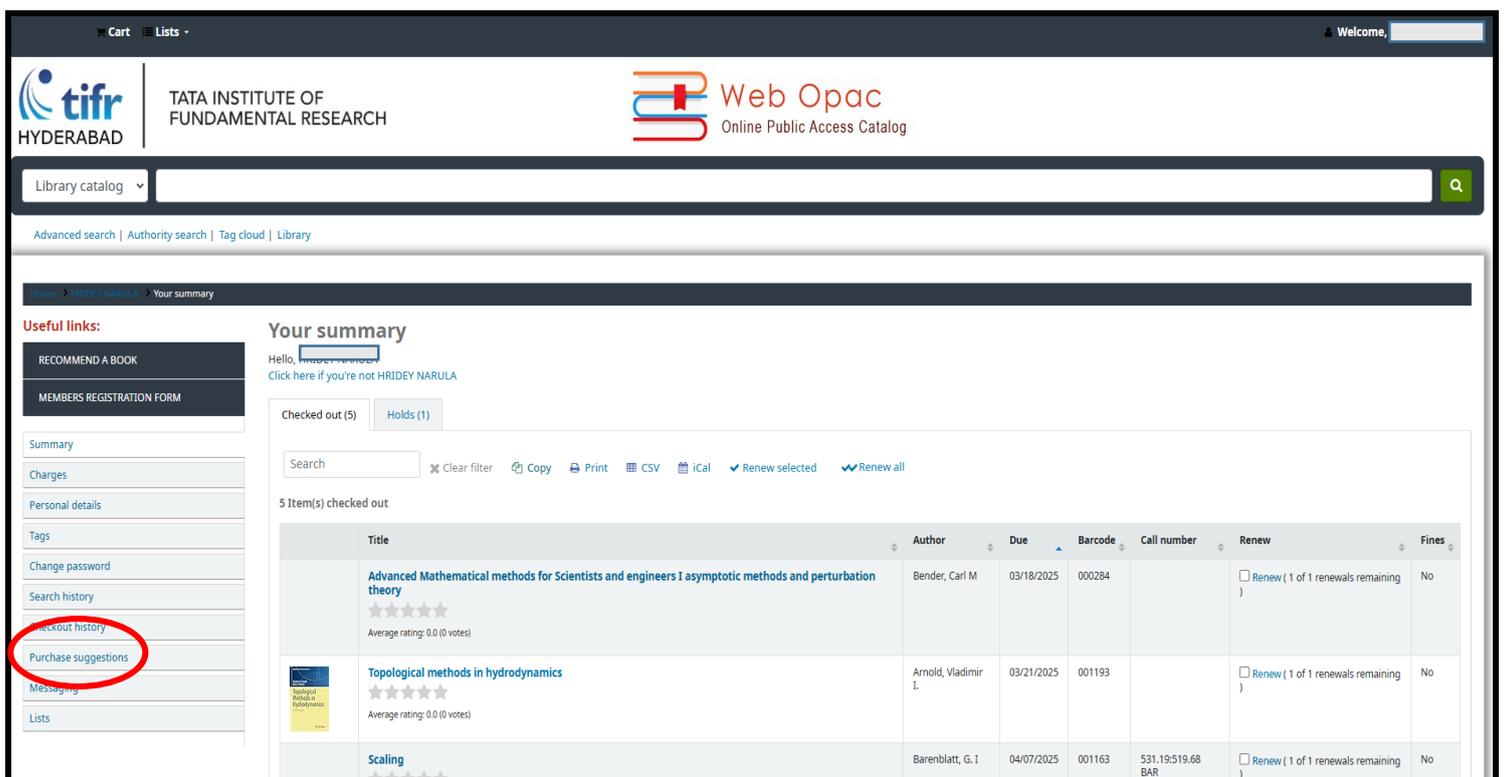
## How to Recommend a Book to Library

**Step-1:** Please log in to your account to recommend a book for the library. Recommendations are not possible without an account.



The screenshot shows the TIFR Web Opac homepage. On the right side, the 'Log in to your account' section is circled in red. It contains a 'Login:' field, a 'Password:' field, a 'Log in' button, and a link for 'Forgot your password?'. Below this is the 'Library Timings' section, which states: 'The library is open 24x7 to TIFRH members. Books may be checked out / returned using self-service. TIFRH library books issue return procedure.'

**Step-2:** Go to the purchase suggestions section



The screenshot shows the 'Your summary' page. In the left sidebar, the 'Purchase suggestions' link is circled in red. The main content area shows a table of checked-out items:

Title	Author	Due	Barcode	Call number	Renew	Fines
Advanced Mathematical methods for Scientists and engineers I asymptotic methods and perturbation theory	Bender, Carl M	03/18/2025	000284		<input type="checkbox"/> Renew (1 of 1 renewals remaining)	No
Topological methods in hydrodynamics	Arnold, Vladimir I.	03/21/2025	001193		<input type="checkbox"/> Renew (1 of 1 renewals remaining)	No
Scaling	Barenblatt, G. I	04/07/2025	001163	531.19:519.68 BAR	<input type="checkbox"/> Renew (1 of 1 renewals remaining)	No

### ***Step-3: Select the new purchase suggestion***

The screenshot shows the 'Your purchase suggestions' page. On the left, there is a sidebar with 'Useful links' including 'RECOMMEND A BOOK', 'MEMBERS REGISTRATION FORM', and various user profile options like 'Summary', 'Charges', 'Personal details', etc. The main content area has a header 'Your purchase suggestions' and a message 'You have no pending purchase suggestions.' A red circle highlights a '+ New purchase suggestion' button.

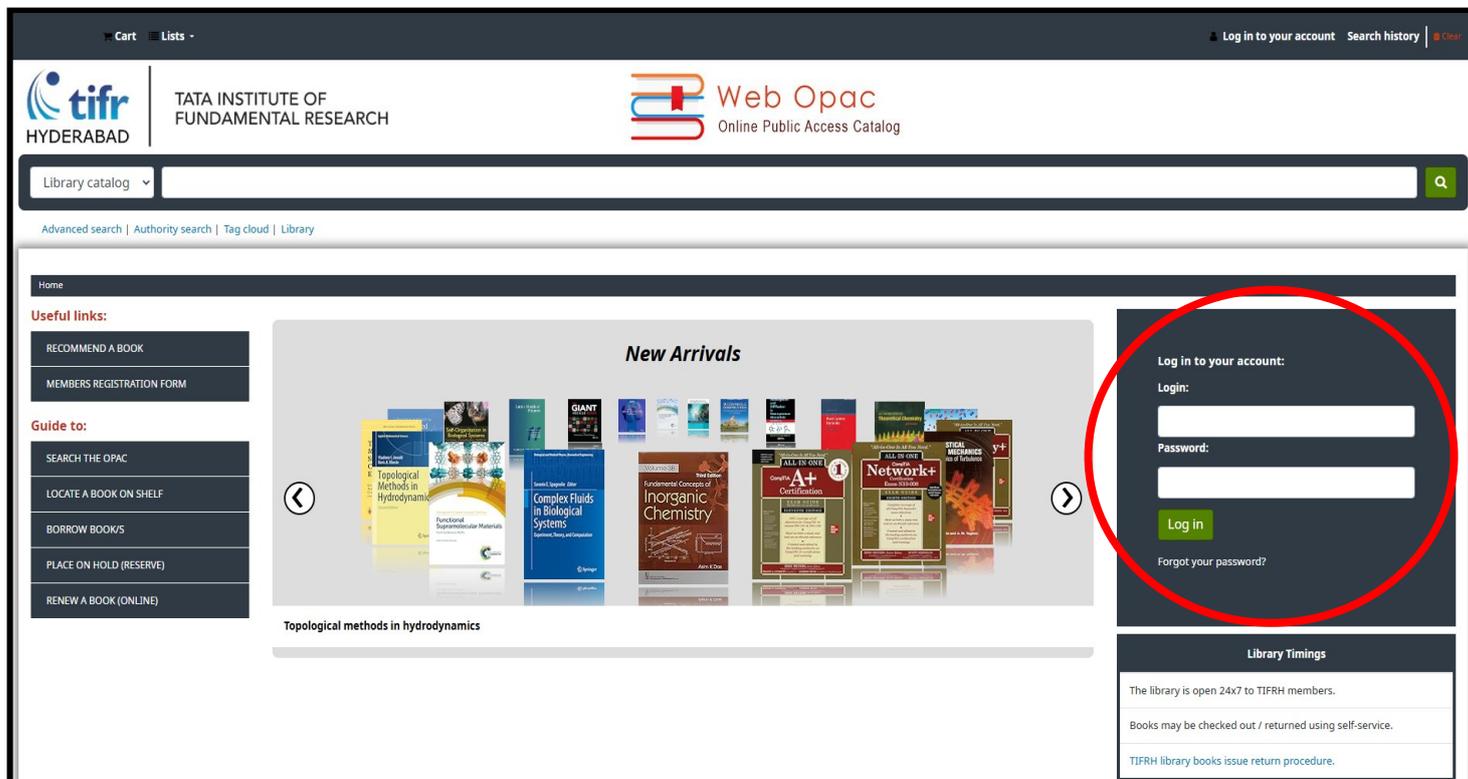
### ***Step-4: Enter the required details and submit your suggestion***

The screenshot shows the 'Enter a new purchase suggestion' form. The form includes the following fields: Title (marked as Required), Author, Publication year (with a note: 'Copyright or publication year, for example: 2002'), Standard number (ISBN, ISSN or others), Publisher, Collection title, Publication place, Quantity, Item type, and Library (set to 'TIFRH, Library'). There is also a 'Notes' text area. A red circle highlights the 'Submit your suggestion' button.

***After submission, we receive a notification and compile an approval list, which is then presented to the library committee for review. Once approved, we initiate the purchase process.***

## How to renew books online by yourself

**Step-1: Please log in to your account to renew books online.**



The screenshot shows the TIFR Web Opac interface. At the top, there are navigation links for 'Cart' and 'Lists', and a 'Log in to your account' link. The main header includes the TIFR Hyderabad logo and the 'Web Opac Online Public Access Catalog' title. A search bar is present with a dropdown menu set to 'Library catalog'. Below the search bar, there are links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area features a 'New Arrivals' carousel with book covers, including 'Topological Methods in Hydrodynamics', 'Complex Fluids in Biological Systems', 'Inorganic Chemistry', and 'Network+'. On the right side, the 'Log in to your account' section is highlighted with a red circle. It contains a 'Login:' field, a 'Password:' field, a green 'Log in' button, and a 'Forgot your password?' link. Below the login section, there is a 'Library Timings' section with text: 'The library is open 24x7 to TIFRH members. Books may be checked out / returned using self-service. TIFRH library books issue return procedure.'

**Step-2: Go to the 'Renew' section. If you see '1 of 1,' it means you can renew the book once. If it shows 'Not Renewable,' you cannot renew it yourself and must return the book to the library. If the book is not reserved, we can reissue it.**

**Step-3: Select the required renewable books and click 'Renew Selected.' The selected books will then be renewed. You can renew multiple books at once.**

Useful links:

- RECOMMEND A BOOK
- MEMBERS REGISTRATION FORM
- Summary
- Charges
- Personal details
- Tags
- Change password
- Search history
- Checkout history
- Purchase suggestions
- Messaging
- Lists

Guide to:

- SEARCH THE OPAC
- LOCATE A BOOK ON SHELF
- BORROW BOOKS
- PLACE ON HOLD (RESERVE)
- RENEW A BOOK (ONLINE)

### Your summary

Hello, hridhey.narula@iitb.ac.in  
Click here if you're not HRIDHEY NARULA

Checked out (5) Holds (1)

Search  Clear filter Copy Print CSV iCal Renew selected Renew all

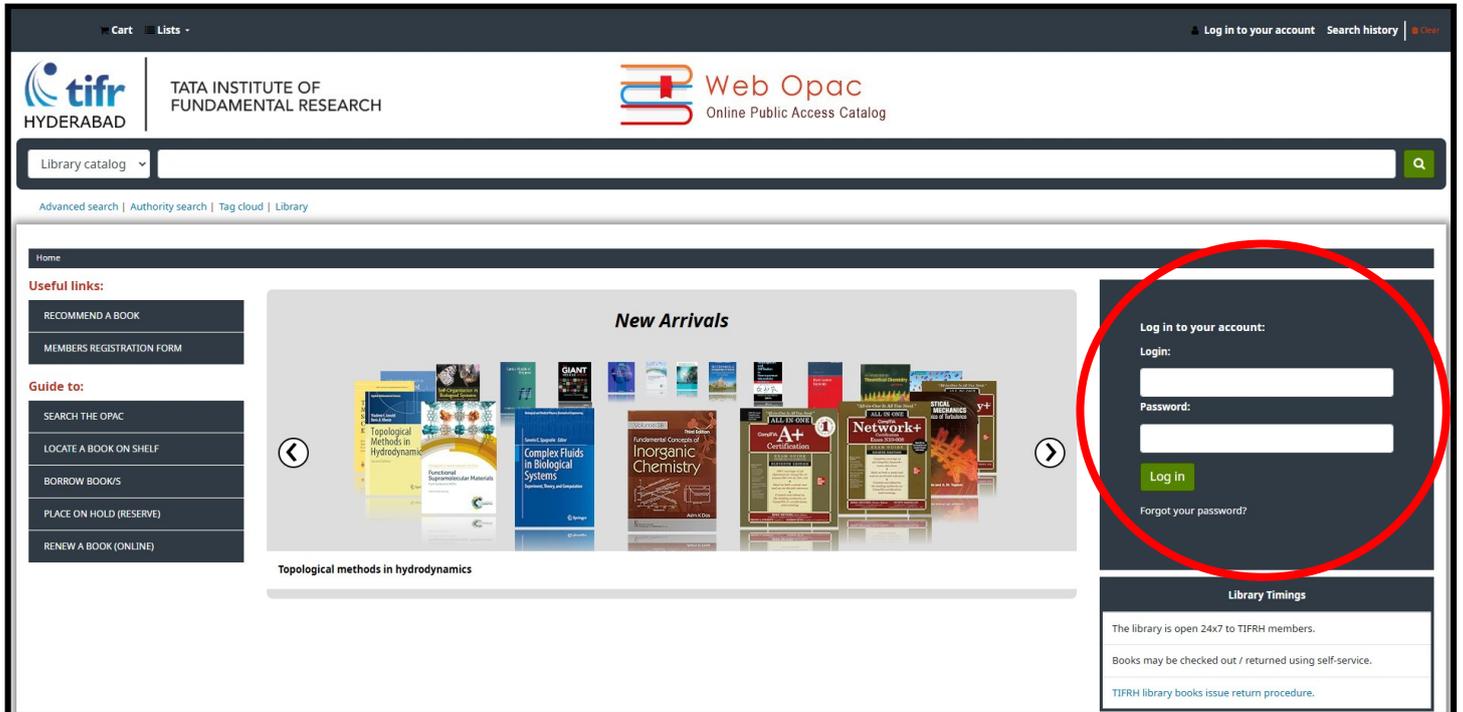
5 Item(s) checked out

Title	Author	Due	Barcode	Call number	Renew	Fines
 Advanced Mathematical methods for Scientists and engineers I asymptotic methods and perturbation theory Average rating: 0.0 (0 votes)	Bender, Carl M	03/18/2025	000284		<input type="checkbox"/> Renew ( 1 of 1 renewals remaining )	No
 Topological methods in hydrodynamics Average rating: 0.0 (0 votes)	Arnold, Vladimir I.	03/21/2025	001193		<input type="checkbox"/> Renew ( 1 of 1 renewals remaining )	No
 Scaling Average rating: 0.0 (0 votes)	Barenblatt, G. I.	04/07/2025	001163	531.19:519.68 BAR	<input type="checkbox"/> Renew ( 1 of 1 renewals remaining )	No
 Dissipative Structures and Weak Turbulence Average rating: 0.0 (0 votes)	Manneville, Paul	04/09/2025	000465		Not renewable	No
 Mathematical Methods of classical Mechanics with 269 Illustrations Average rating: 0.0 (0 votes)	Arnold, V.I.	05/17/2025	000604		Not renewable	No

Renew selected Renew all

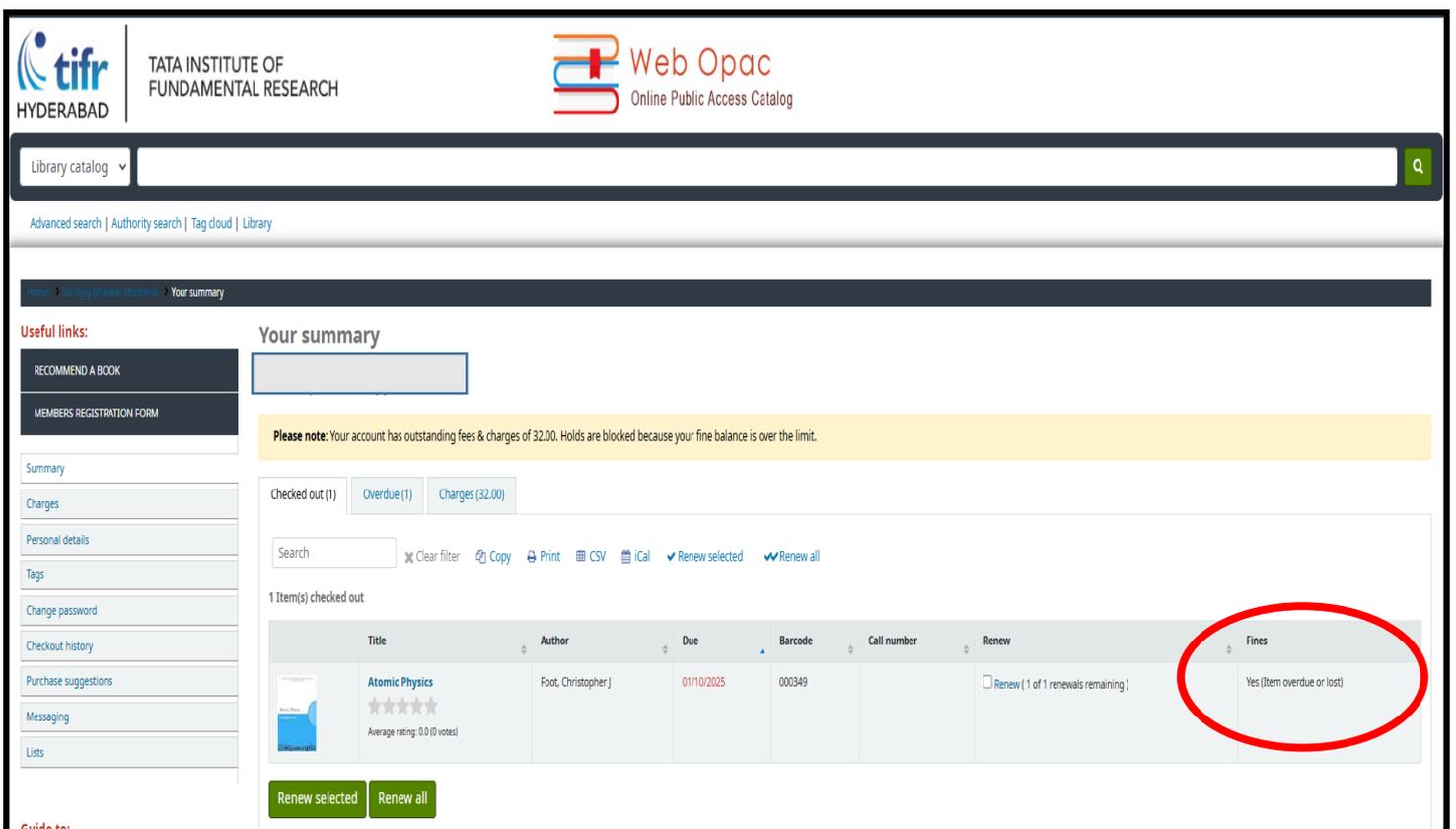
## How to check fines online by yourself

**Step-1:** Please log in to your account to checking your fines.



The screenshot shows the TIFR Web Opac homepage. The navigation bar includes 'Cart', 'Lists', 'Log in to your account', and 'Search history'. The main header features the TIFR Hyderabad logo and the 'Web Opac Online Public Access Catalog' title. A search bar is present with a dropdown menu set to 'Library catalog'. Below the search bar, there are links for 'Advanced search', 'Authority search', 'Tag cloud', and 'Library'. The main content area is divided into several sections: 'Useful links' (Recommend a Book, Members Registration Form), 'Guide to:' (Search the OPAC, Locate a Book on Shelf, Borrow Books, Place on Hold (Reserve), Renew a Book (Online)), 'New Arrivals' (a carousel of book covers with the title 'Topological methods in hydrodynamics'), and 'Log in to your account:' (a red circle highlights the login fields for 'Login:' and 'Password:', a 'Log in' button, and a 'Forgot your password?' link). At the bottom right, there is a 'Library Timings' section.

**Step-2:** Go to the 'Fine' section. If there are any fines on your account, it will display 'Yes' in the fine section.



The screenshot shows the 'Your summary' page on the TIFR Web Opac. The navigation bar is identical to the homepage. The main content area is titled 'Your summary' and includes a 'Please note' banner: 'Your account has outstanding fees & charges of 32.00. Holds are blocked because your fine balance is over the limit.' Below this, there are tabs for 'Checked out (1)', 'Overdue (1)', and 'Charges (32.00)'. A search bar and utility icons (Clear filter, Copy, Print, CSV, iCal, Renew selected, Renew all) are present. A table shows '1 Item(s) checked out' with the following data:

Title	Author	Due	Barcode	Call number	Renew	Fines
Atomic Physics	Foot, Christopher J	01/10/2025	000349		<input type="checkbox"/> Renew (1 of 1 renewals remaining)	Yes (Item overdue or lost)

The 'Fines' column for the 'Atomic Physics' item is circled in red. At the bottom of the table, there are 'Renew selected' and 'Renew all' buttons.

**Step-3: To check the amount due on your account, please visit the 'Fine' section**

Library catalog

Advanced search | Authority search | Tag cloud | Library

Home > My Bookmarks > Your summary

**Useful links:**

- RECOMMEND A BOOK
- MEMBERS REGISTRATION FORM

Summary

Charges

Personal details

Tags

Change password

Checkout history

Purchase suggestions

Messaging

Lists

### Your summary

Please note: Your account has outstanding fines & charges of 32.00. Holds are blocked because your fine balance is over the limit.

Checked out (1) | Overdue (1) | **Charges (32.00)**

Charges

Amount
You currently owe fines and charges amounting to: 32.00

**Step-4: To check the total amount due on your account for all books, please visit the 'Charges' section**

Library catalog

Advanced search | Authority search | Tag cloud | Library

Home > My Bookmarks > Your charges

**Useful links:**

- RECOMMEND A BOOK
- MEMBERS REGISTRATION FORM

Summary

**Charges**

Personal details

Tags

Change password

Checkout history

Purchase suggestions

Messaging

Lists

### Charges

Show all transactions

Created	Updated	Type	Description	Amount	Amount outstanding
02/11/2025	02/11/2025 07:39	Fine (Accruing)	Quantum Field Theory of Many-Body Systems 12/23/2024 (Quantum Field Theory of Many-Body Systems)	50.00	50.00
02/11/2025	02/11/2025 07:39	Fine (Accruing)	Quantum phases of matter 12/23/2024 (Quantum phases of matter)	50.00	50.00
Total due				100.00	