

User Training Manual

Consortium for e-Resources in Agriculture
(CeRA)



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Preface

The Consortium for e-Resources in Agriculture, popularly known as CeRA, facilitates online access to about 3,949 journals in agriculture and allied sciences. CeRA acts like a catalyst to enhance agricultural research, education and extension activities of National Agricultural Research System (NARS) institutions.

The facility of CeRA helps in saving time and energy of the users by providing the access at the working desk of the stake holders. To create awareness about use of CeRA, more than 20 training lectures were delivered by the library faculty to the faculty in various departments of PAU. The M.S.R. Library is thankful to all Deans and Heads of the departments for their kind co-operation and support in facilitating in conducting such training sessions.

A dire need to prepare a user training manual was felt to provide the step by step information about the usage of various features of resources /services extended by M.S.R Library to the faculty, students and other stake holders. This manual deals with step by step usage of basic and special features of CeRA and thus, would help in maximizing the use of CeRA.

User training manuals on statistical databases and institutional repositories would be made available shortly to the users.

I hope that readers are benefited from the contents of this manual. Any suggestions for improvement are welcome and may be forwarded to lib-reference12@pau.edu.

Author

Acknowledgments

The author is highly thankful to Dr.(Mrs) Parampal Sahota, University Librarian, M.S.R. Library, PAU for her able guidance while preparing this manual. I would like to thank all Deans and Heads of the departments of PAU for sparing their valuable time during the training sessions on CeRA during which the need of this manual was felt. I am also thankful to Mr. Sanjeev Vermani and Dr. Yogita Sharma for their valuable suggestions. I am also thankful to Dr. Suniti Bala and Mr. Amit Kumar for their support.

Dr. (Mrs.) Aarti Sharma

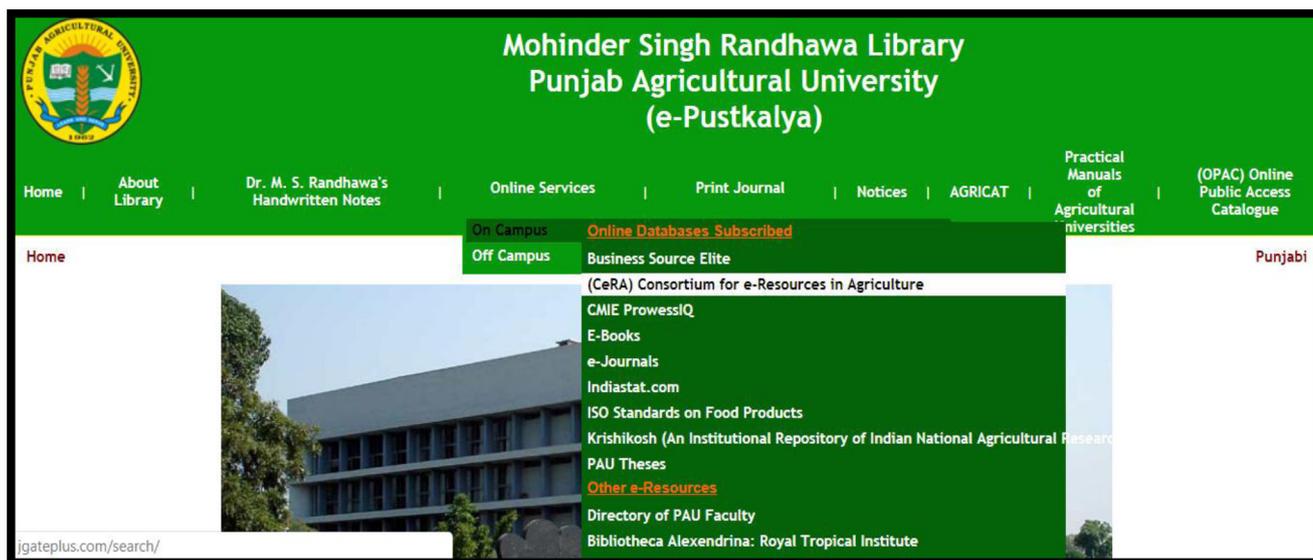
Abbreviations Used

Abbreviation	Expanded Form
AL	Available in Library
CeRA	Consortium for e-Resources in Agriculture
COAET	College of Agricultural Engineering and Technology
DDR	Document Delivery Request
FAQ	Frequently Asked Questions
FASS	Farm Advisory Service Scheme
FT	Full Text
IP	Internet Protocol
KVK	Krishi Vigyan Kendra
NAAS	National Academy of Agricultural Sciences
NARS	National Agricultural Research System
RA	Request Article
RRS	Regional Research Station
SJR	SCImago Journal Ranking
TOC	Table of Contents

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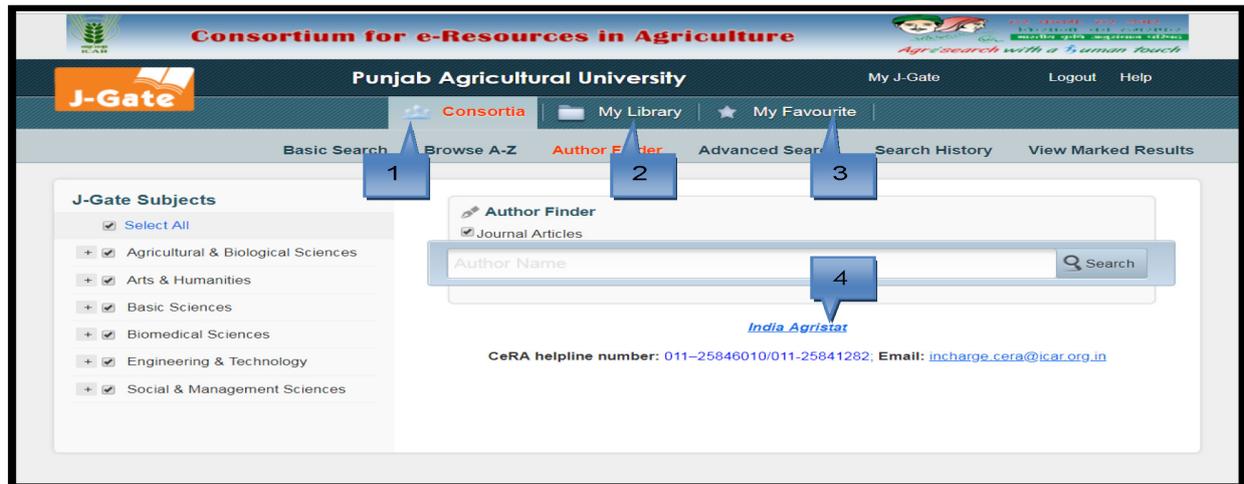
Accessing CeRA (Consortium for e-Resources in Agriculture)



CeRA (Consortium for e-Resources in Agriculture) can be accessed through library web page.

www.pau.edu → University Library → Online Services → On Campus → CeRA.

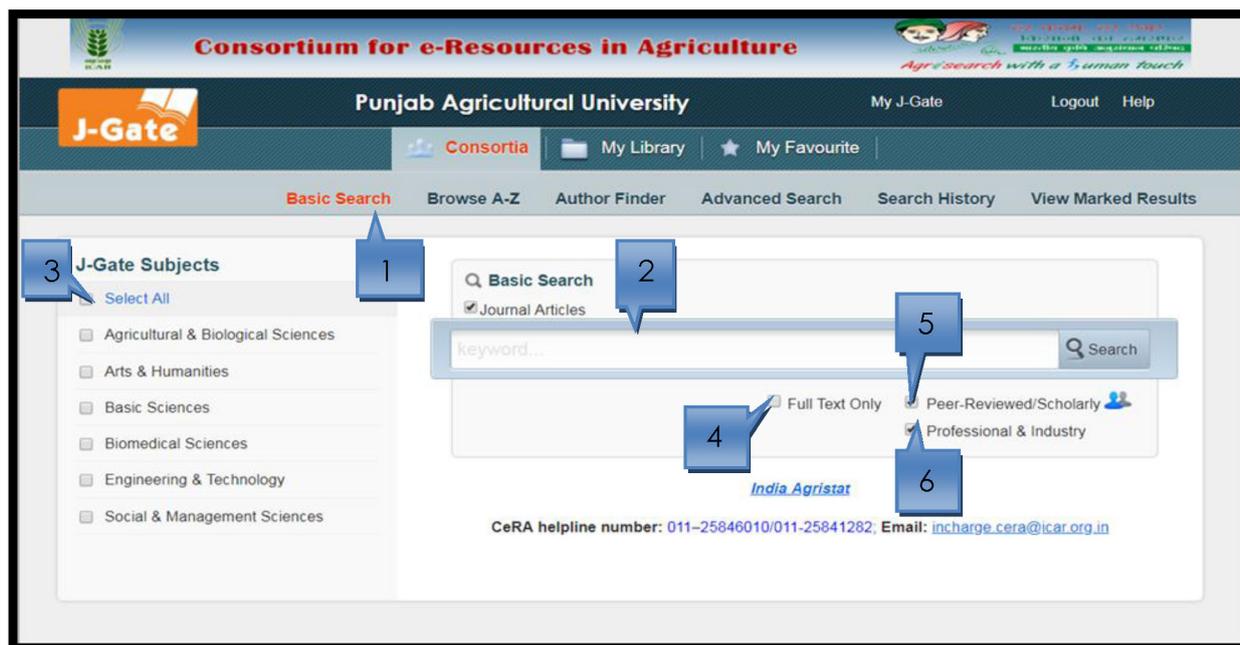
Accessing CeRA Journals



CeRA provides the facility to access to consortia subscribed Journals and library subscribed journals. It provides three different layers of searching:

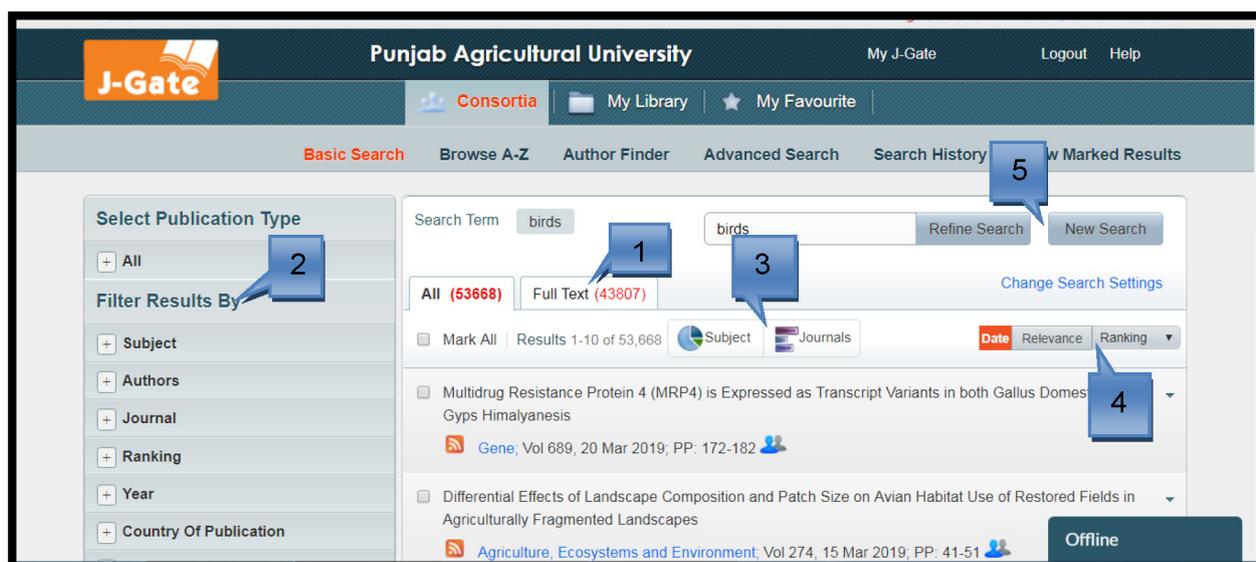
- 1. Consortia :** The user can search within the consortia subscribed journals. The users can download the full text articles or request for the articles from other libraries within the consortia.
- 2. My Library :** The users can search within the library subscribed journals and download the full text of the article. Users can also view the articles from journals available in print in library. (M.S. Randhawa Library).
- 3. My Favourite :** The user can create his/her own personalized profile and search within a set of chosen journals of his/her area of interest. User also receives an email alert if there is any update in TOC of those journals.
- 4. India Agristat :** This is gateway to comprehensive and authentic socio-economic information related to Agriculture Sector of Indian Economy.

Searching for Basic and Relevant Information



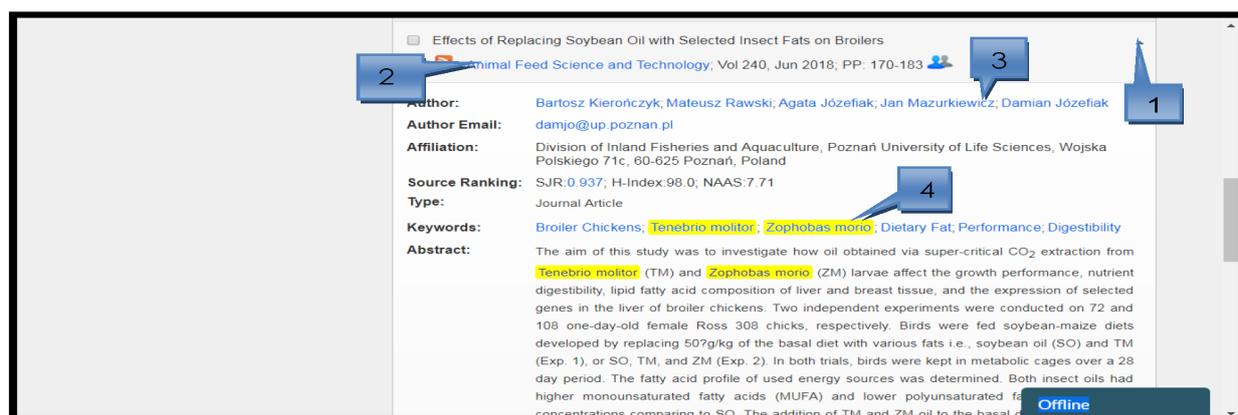
1. **Basic Search** facilitates the user to have fast and quick search on the basis of key words.
2. Type **Search term /Keyword** in search box. To limit the search results, filters can be applied on the basis of journals type and on subjects.
3. **J-Gate Subjects** : All subjects are selected by default. Click to de-select the subject.
4. **Full Text Only** : Click **Full Text only** to limit the search to articles with full text access.
5. **Peer Reviewed/Scholarly** : De-select **Professional & Industry** to limit the search to peer reviewed /scholarly.
6. **Professional and Industry** : De-select **Peer Reviewed/Scholarly** to limit the search to professional & industry.

Refining the Basic Search Results



1. Out of all the search results only full text results will be displayed on clicking **Full Text**.
2. Search results can be narrowed by using the option **Filter Results By** Subject, Author, Journal, Ranking, Year and Country of Publication.
3. Click **Subject** or **Journal** for the graphical view of search results.
4. Click **Relevance** or **Ranking** to view the searches on the basis of relevancy or ranking as by default the searches are displayed on the basis of date of publication.
5. Search results can be refined using **Refine Search** and for new search click **New Search**.

Detailed Information of Search Result



1. Click ▲ to view the details of the articles, abstract and the status of the accessibility of article as a full text (FT), request article (RA) or available in the library (AL).
2. Click on the **Title of Journal** to view all the articles of the particular issue.
3. Click **Author Name** to view the articles written by an author.
4. Click **Keyword** to view all the articles having similar keyword.

Browsing Journals using Browse A-Z

The screenshot shows the J-Gate website interface for browsing journals. The page features a navigation bar with options like 'Basic Search', 'Browse', 'Author Find', 'Advanced Search', 'Search History', and 'View Saved Results'. Below this, there are tabs for 'Browse by Title A-Z', 'Browse by Publisher', 'Browse by Latest updates', and 'Browse by Packages'. A left sidebar contains filter options for 'Filter Results By', 'Browse By Publication Type', 'Browse By Category', 'Browse By Ranking', and 'Browse By Subjects'. The main content area displays a list of journals with columns for 'Sl. No.', 'Title', 'Sort by', and 'Access Type'. The first four journals listed are: 1. Academic Discourse (Type: Journals, Access Type: FT), 2. ACADEMICIA: An International Multidisciplinary Research Journal (Type: Journals, Access Type: FT), 3. Academy of Management Annals (Type: Journals, SJR:13.226; H-Index:35.0, Access Type: FT), and 4. Accountability in Research (Type: Journals, Access Type: FT). A 'Filter by Country of Publication' dropdown is visible above the journal list. A 'Search' button is located to the right of the 'Starting with' input field. A 'Offline' button is at the bottom right of the page.

1. Click on **Browse by Title A-Z** to display the alphabetical list of journals.
2. Click **2** to browse journals by **publisher**; click **3** to browse by **latest updates**; click **4** to browse by **packages**.
5. To filter the search by category of journal, ranking of journal, subject of the journal select the options and click **Apply Filters**.
6. The **Access Type** depicts the accessibility of article as a full text (FT), request article (RA) or available in the library (AL) to the users.

Browse Table of Contents

The screenshot displays the 'AATCC Review' journal interface. On the left, there is an 'Archive' sidebar with a 'Browse Table of Contents' link (callout 1). The main content area features a search bar (callout 2) and a list of articles. One article, 'The E-Textile eVolution', has an upward-pointing triangle icon next to it (callout 3). The page also shows the journal's volume information (Vol. 17 No. 6, Dec 2017) and various metrics like SJR, H-Index, and NAAS.

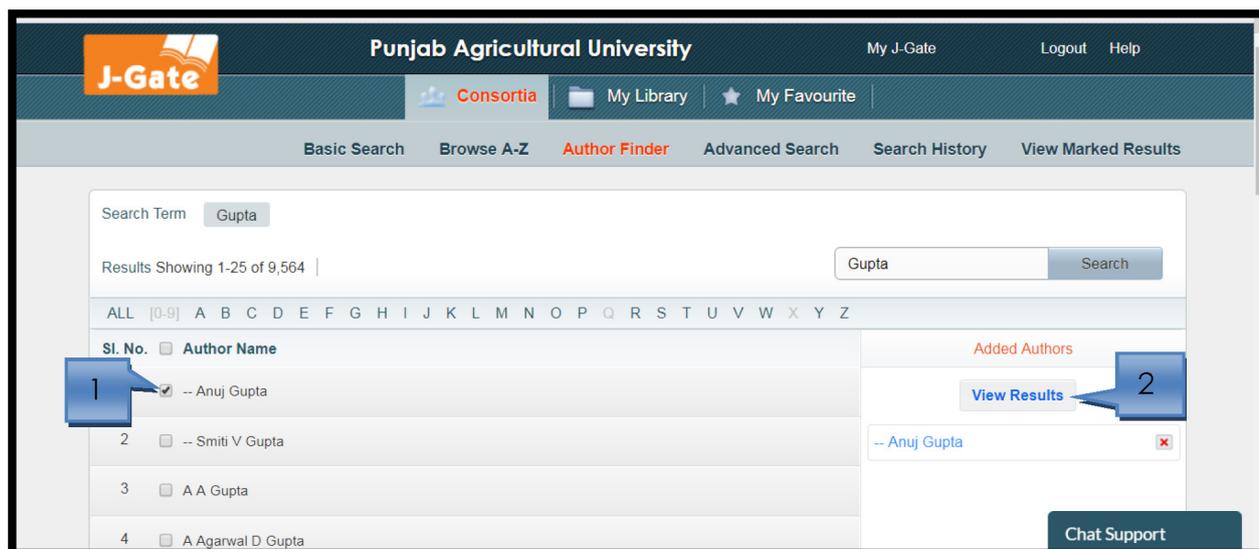
1. Browse **Table of Contents** of the latest issues as well as Archives.
2. **Search option** facilitates search across all the articles of a journal.
3. Click ▲ to view article detail.

Author Finder

The screenshot shows the 'Author Finder' section of the J-Gate portal. The 'Author Finder' tab is selected (callout 1). Below the tab is a search box labeled 'Author Name' with a 'Search' button. The page also features a sidebar with 'J-Gate Subjects' and contact information for CeRA, including a helpline number and an email address.

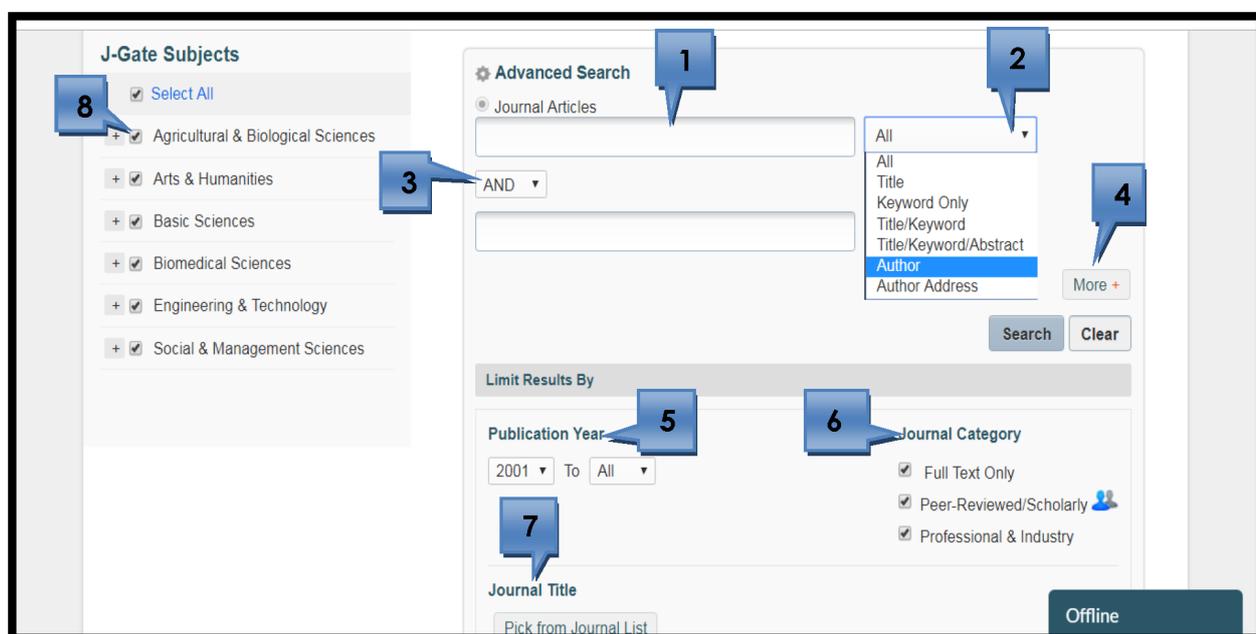
To search the articles written by **Author's Name** , type the first name or last name of the author in the search box.

Viewing Articles by a Particular Author



1. Click **check box** in front of the author of your interest.
2. To view articles written by the selected author clicks **View Results**.

Advance Search for Narrowing Complex Searches



1. Type **Search term** in the search box.
2. By default **All fields** are selected, choose the fields from dropdown menu in which the keyword/search term is to be searched.

3. Use Boolean Operators to narrow (**and & not**) or broaden (**or**) the searches.
4. Click **More** for additional search boxes.
5. To limit the search within articles published during specific time span. Select years between **Publication Year**.
6. To limit the search by **Journal Category**.
7. To limit search within selected titles from complete list of journals. Click **Pick from Journal List**.
8. To limit the search by subjects. Click to **de-select the subject** as all subjects are selected by default.

Creating a Profile / Account in CeRA

The screenshot shows the CeRA website interface. At the top, there is a header for the Consortium for e-Resources in Agriculture, Punjab Agricultural University. Below this is a navigation bar with links for 'Consortia', 'My Library', and 'My Favourite'. A blue callout box labeled '1' points to the 'My J-Gate' link in the top right corner. Below the navigation bar is a search bar with options for 'Basic Search', 'Browse A-Z', 'Author Finder', 'Advanced Search', 'Search History', and 'View Marked Results'. The main content area features a 'Sign In to my J-Gate' section with a login form. The form includes fields for 'Email' and 'Password', a 'Forgot Password' link, and a 'Login' button. A blue callout box labeled '2' points to the 'Create New Account' link at the bottom of the login form. To the right of the login form, there is a section titled 'Sign in to activate & access your personal account' with a list of benefits: Save and Retrieve Search History, Receive Email alerts and/or RSS Feeds (including Table of Content alerts and Subject alerts), Create My Favorites, Save your Favorite items, Share your Favorite items with your peers, and View the items shared with you. A 'Back' button is located at the top right of the login form.

1. To create a user profile click on **My J-Gate**
2. Click **Create New Account** to go to the registration page.

Register to Create Account

User Registration Back

* Indicates mandatory field

First Name * Aarti

Last Name * sharma

E-mail lib-circulation@pau.edu

Password *

Confirm Password *

Department * M.S.R Library

Describe your Profile * Faculty

Select any one Identity

Your Library ID A337

Your Institutional ID Please enter your personal institutional identi

Register Clear Offline

1. Fill in the personal details of mandatory fields.
2. Click **Register** to create an account. The account of user will be created.

Login into Account

Consortium for e-Resources in Agriculture

J-Gate Punjab Agricultural University My J-Gate Logout Help

Consortia My Library My Favourite

Basic Search Browse A-Z Author Finder Advanced Search Search History View Marked Results

Sign In to my J-Gate Back

Login with your Username and Password to use your my J-Gate account

Email: aarti_pul@yahoo.com

Password:

[Forgot Password](#) **Login**

Sign in to activate & access your personal account

- Save and Retrieve Search History
- Receive Email alerts and/or RSS Feeds
 - Table of Content alerts
 - Subject alerts
- Create My Favorites
- Save your Favorite items
- Share your Favorite items with your peers
- View the items shared with you

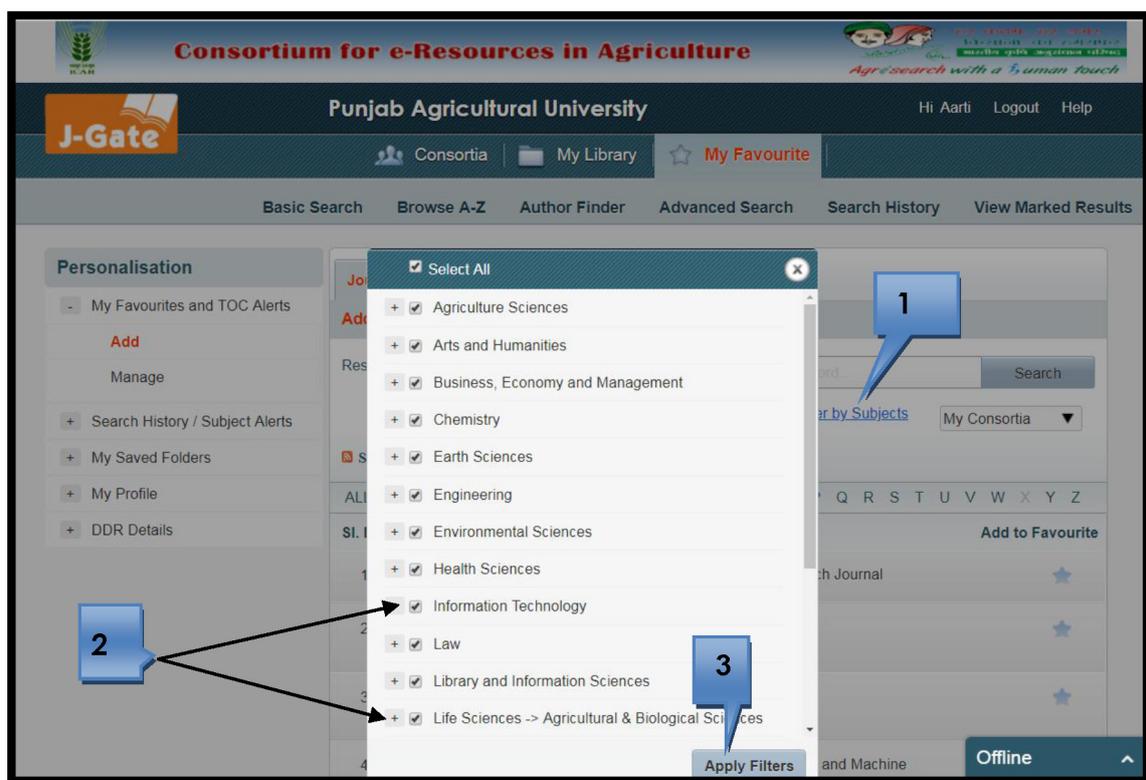
Create New Account

In order to login into your account.

1. Click on **My J-Gate**.
2. Enter your **Email** and **Password**.
3. Click on **Login**.

The users will be logged in to make use of the features of My J-Gate.

Filtering the Journals of Interest



In order to filter the journals by subject the following steps should be followed:

1. Click **Filter by Subjects**
2. Select the subjects of your interest by selecting subject displayed.
3. Click on **Apply Filters**

Filter by subject facilitates the user to get the list of journals of particular subject. Further this filtered list of journals of selected subject can be marked to be incorporated in My Favourites and for the TOC Alerts.

Adding the Journals to My Favourite and TOC Alerts

The screenshot displays the J-Gate website interface. At the top, there is a navigation bar with the J-Gate logo and Punjab Agricultural University branding. A user profile area shows 'Hi Aarti', 'Logout', and 'Help'. Below this is a search bar and navigation tabs like 'Basic Search', 'Browse A-Z', 'Author Finder', 'Advanced Search', 'Search History', and 'View Marked Results'. The main content area is titled 'Journals' and 'Add Favourites and TOC Alerts'. It shows a list of journals with columns for 'Sl. No.', 'Title', and 'Add to Favourite'. The first journal is 'AATCC Review' with metrics: SJR:0.145; H-index:26.0; NAAS:6.24. The second is 'ACADEMICA: An International Multidisciplinary Research Journal'. The third is 'ACM Transactions on Mathematical Software' with SJR:1.23; H-index:71.0. The fourth is 'ACTA Scientiarum Polonorum: Technologia Alimentaria' with SJR:0.385; H-index:18.0. Numbered callouts (1-4) indicate the steps: 1. Click 'Manage Alerts/Folders' in the top right; 2. Click 'Add' in the left sidebar; 3. Click the star icon in the 'Add to Favourite' column for the first journal; 4. Click the orange square icon in the 'Add to Favourite' column for the first journal.

1. Click **Manage Alerts/Folders**.

2. Click **Add**.

3. To add the journal as a **My Favourite** click 

4. To add the alerts of **Table of Contents** of a journal click 

Manage My Favourites and TOC Alerts

Consortium for e-Resources in Agriculture
Punjab Agricultural University
Hi Aarti Logout Help

J-Gate
Consortia My Library My Favourite

Basic Search Browse A-Z Author Finder Advanced Search Search History View Marked Results

Personalisation
- My Favourites and TOC Alerts
Add
Manage 1
+ Search History / Subject Alerts
+ My Saved Folders
+ My Profile
+ DDR Details

Journals
Manage Favourites and TOC Alerts

Results Showing 1 - 10 of 23
Keyword... Search
Set Alert Add to Favourite

Sl. No.	Title	Add to Favourite
1	ACADEMICIA: An International Multidisciplinary Research Journal	
2	Academy of Management Annals SJR:11.231 ; H-Index:41	2
3	Acta Botanica Gallica NAAS:6.78	
3	ACTA Scientiarum Polonorum: Technologia Alimentaria SJR:0.365 ; H-Index:18	
5	American Fern Journal SJR:0.35 ; H-Index:23	
6	Annals of Library and Information Studies SJR:0.268 ; H-Index:6	
7	Collection Management SJR:0.329 ; H-Index:16	

Offline

Manage facilitates the deletion of journals from my favourites and deletion of table of contents alerts also.

1. Click **Manage**

2. To delete the journal from My Favourite click ★

3. To delete the email alerts of the Table of Contents click ■

Save Search History/ Subject Alerts

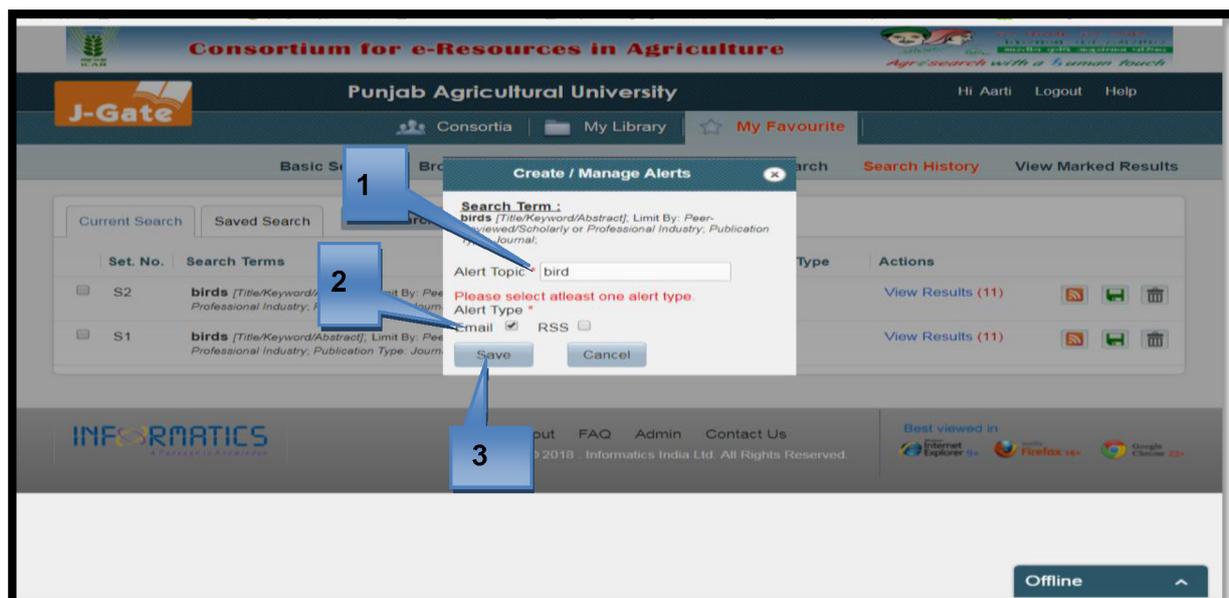
The screenshot displays the J-Gate search interface. At the top, there is a header for the Consortium for e-Resources in Agriculture and Punjab Agricultural University. Below this, there are navigation tabs for Basic Search, Browse A-Z, Author Finder, Advanced Search, Search History (highlighted with a blue callout '1'), and View Marked Results. The Search History section shows a table of search results with columns for Set No., Search Terms, Date/Time, Search Type, and Actions. The table contains five entries (S5 to S1) for searches on 'wheat' and 'birds'. Each entry has a 'View Results' link and three icons: a red RSS icon (callout '2'), a red bookmark icon (callout '3'), and a grey trash icon (callout '4').

Set. No.	Search Terms	Date/Time	Search Type	Actions
S5	wheat [Title/Keyword/Abstract]; Limit By: Peer-Reviewed/Scholarly or Professional Industry; Publication Type: Journal;	03/05/2019 13:52 PM GMT	Basic	View Results (14)   
S4	bird [Title/Keyword/Abstract]; Limit By: Peer-Reviewed/Scholarly or Professional Industry; Publication Type: Journal;	03/05/2019 13:52 PM GMT	Basic	View Results (11)   
S3	"birds" [Title/Keyword/Abstract]; Limit By: Peer-Reviewed/Scholarly or Professional Industry; Publication Type: Journal;	03/05/2019 13:51 PM GMT	Basic	View Results (11)   
S2	"birds" [Title/Keyword/Abstract]; Limit By: Peer-Reviewed/Scholarly or Professional Industry; Publication Type: Journal;	03/05/2019 13:51 PM GMT	Basic	View Results (11)   
S1	"birds" [Title/Keyword/Abstract]; Limit By: Peer-Reviewed/Scholarly or Professional Industry; Publication Type: Journal;	03/05/2019 13:50 PM GMT	Basic	View Results (11)   

In order to save the searches done for the future reference :

1. Click **Search History**
2. Out of all the search history retrieved click  to save a particular search to be used for future.
3. Click  to set alerts.
4. To delete a search history click .

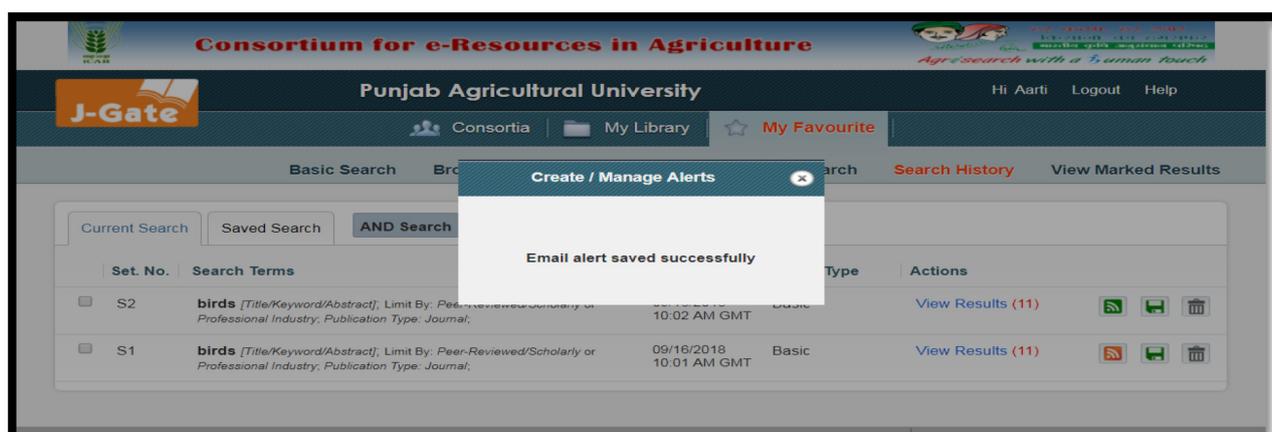
Creating Subject/Search Alerts



The message will appear on the screen as Create/Manage Alerts.

1. Fill in the **Alert Topic**.
2. Click the check-box for e-mail alert.
3. Click **Save**.

Saving E-Mail Alerts



After following the steps of the message will appear on screen **E-mail alert saved successfully**.

Searching Created/Saved Subject Alerts

The screenshot shows the J-Gate website interface. The header includes the Consortium for e-Resources in Agriculture logo and the Punjab Agricultural University name. The navigation bar contains links for Consortia, My Library, and My Favourite. Below the navigation bar, there are search options: Basic Search, Browse A-Z, Author Finder, Advanced Search, Search History, and View Marked Results.

The main content area is divided into two sections. On the left is the 'Personalisation' sidebar, which includes links for My Favourites and TOC Alerts, Search History / Subject, **Saved Alerts** (highlighted with a blue callout box labeled '1'), Saved Searches, My Saved Folders, My Profile, and DDR Details. On the right is the 'Saved Alerts' table, which contains the following data:

Sl. No.	Alert Topic	Date/Time	Search Type	Actions
1	bird	09/16/2018 10:02 AM GMT	Basic	View Results (11)
2	barfi	09/16/2018 07:27 AM GMT	Basic	View Results (4)

A blue callout box labeled '2' points to the 'View Results' link in the 'Actions' column of the second row.

The footer of the page includes the Informatics logo, contact information (About, FAQ, Admin, Contact Us), and browser compatibility icons for Internet Explorer 9+, Firefox 16+, and Google Chrome 22+.

Further to access the saved alerts of subjects. Login into your account.

1. Click **Saved Alerts**.

2. The results can be viewed /accessed by clicking **View Results**.

Searching Saved Search History

The screenshot shows the J-Gate website interface. The top navigation bar includes the J-Gate logo, Punjab Agricultural University name, and user options like 'Hi Aarti', 'Logout', and 'Help'. Below this is a secondary navigation bar with 'Consortia', 'My Library', and 'My Favourite'. The main navigation bar contains 'Basic Search', 'Browse A-Z', 'Author Finder', 'Advanced Search', 'Search History', and 'View Marked Results'. On the left, a 'Personalisation' sidebar lists options like 'My Favourites and TOC Alerts', 'Search History / Alerts', 'Saved Alerts', 'Saved Searches', 'My Saved Folders', 'My Profile', and 'DDR Details'. The 'Saved Searches' section is highlighted, showing a table with three entries:

Sl. No.	Search Topic	Date/Time	Search Type	Action
1	birds and bats	09/16/2018 10:17 AM GMT	Basic	View Results (129)
2	milk barfi	09/16/2018 07:27 AM GMT	Basic	View Results (4)
3	brinjal	09/16/2018 07:39 AM GMT	Basic	View Results (5)

The search history saved can be retrieved/accessed for use.

1. Click **Saved Searches**.
2. The results of particular search can be read by clicking **View Results**.

Creating a Folder

The screenshot shows the J-Gate website interface. The top navigation bar includes the J-Gate logo, Punjab Agricultural University name, and user options like 'My J-Gate', 'Logout', and 'Help'. Below this is a secondary navigation bar with 'Consortia', 'My Library', and 'My Favourite'. The main navigation bar contains 'Basic Search', 'Browse A-Z', 'Author Finder', 'Advanced Search', 'Search History', and 'View Marked Results'. On the left, a 'J-Gate Subjects' sidebar lists various categories. The 'Basic Search' section is highlighted, showing a search box with the text 'Bird' entered. Below the search box are checkboxes for 'Full Text Only', 'Peer-Reviewed/Scholarly', and 'Professional & Industry'. The search button is labeled 'Search'.

1. Click **Basic Search**.
2. Type the **search term/key word** in the search box. For e.g. "Bird"

All relevant articles will be retrieved. In order to save the retrieved articles for future use. There is a need to create a folder and the articles can be saved in that particular folder.

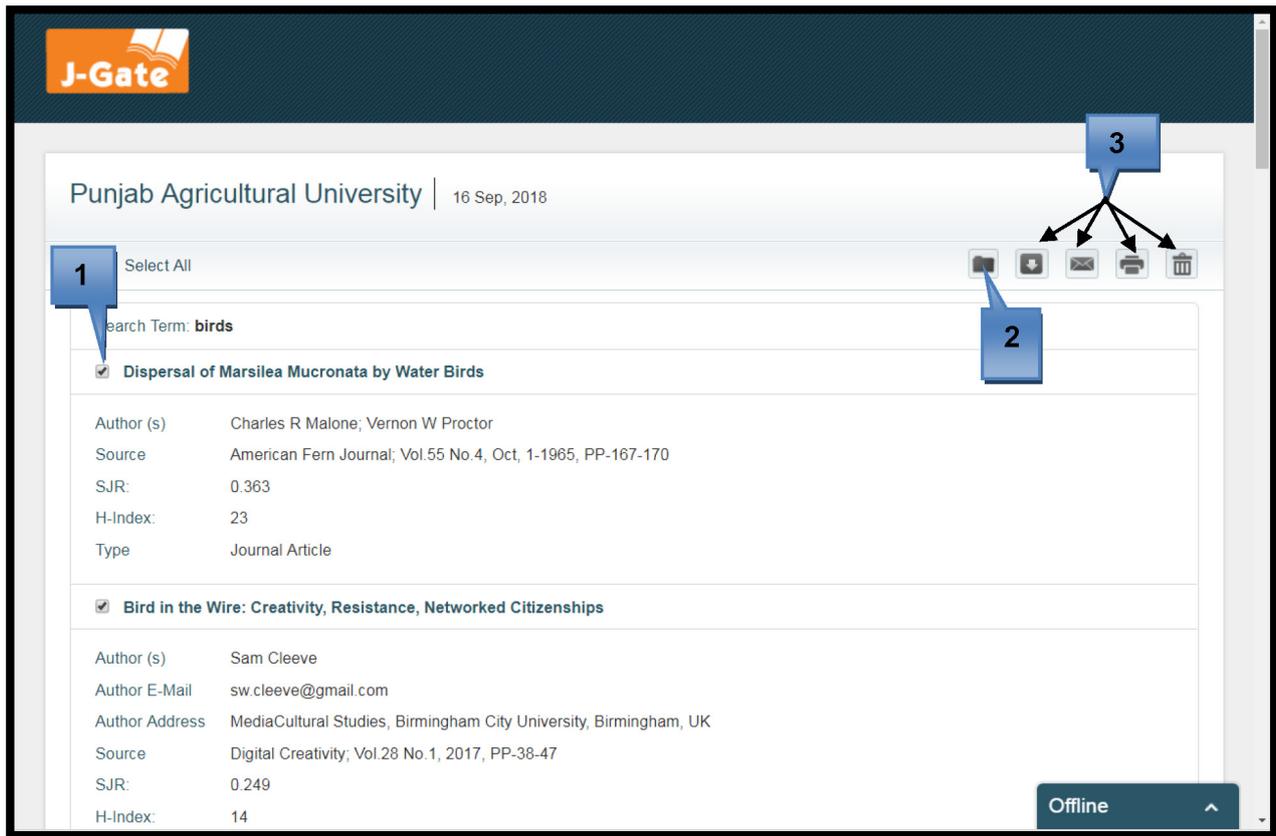
Creating a Folder

The screenshot displays the J-Gate search interface. At the top, it shows the Consortium for e-Resources in Agriculture and Punjab Agricultural University. The search term 'birds' is entered in the search box. On the left, there is a 'Filter Results By' section with a 'Subject' dropdown menu. A blue callout box with the number '1' points to the 'Mark All' checkbox in the search results list. Another blue callout box with the number '2' points to the 'View Marked Results' link at the top right of the search results area. The search results list includes several articles, each with a checkbox, a journal title, and volume/issue information.

All the articles retrieved /selective articles can be saved in a folder for use. In order to create a folder:

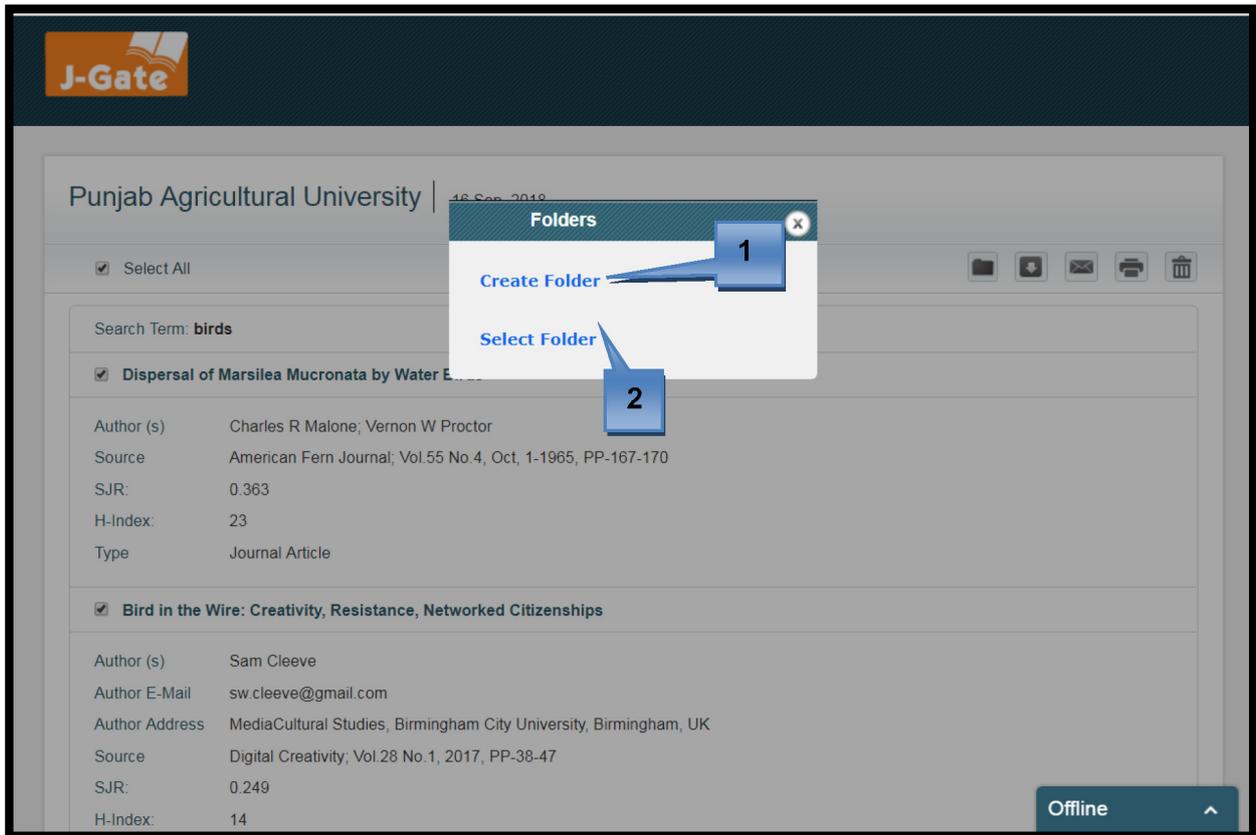
1. Mark the check box of all the articles to be added in the folder.
2. After marking the required articles click **View Marked Results**.

Creating a Folder



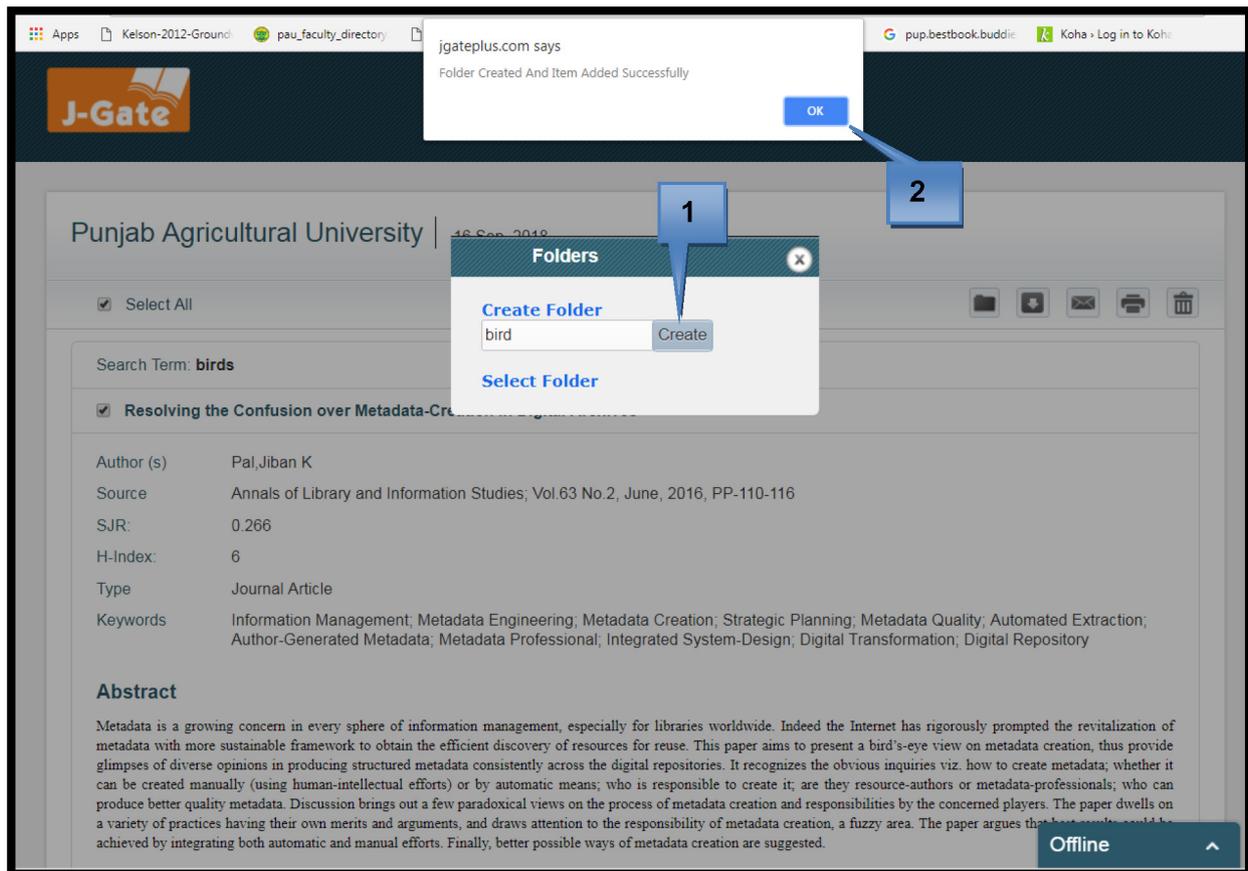
1. Click the articles to be added in the folder.
2. Click the **folder icon** to create new folder or to add articles to the existing folder.
3. Facilitate to download, e-mail, and print and delete the article details.

Creating a Folder



1. Click **Create Folder** to create a new folder.
2. To add the articles to the existing folder click **Select Folder**.

Creating a Folder



1. Type a name of folder in the box. Then click **Create**.

Folder will be created and all the selected items/articles will be added in the folder.

2. Click **Ok** to save the folder.

The saved folder can be viewed by clicking **My Saved Folder**.

Viewing/Editing Profile

The screenshot shows the J-Gate interface for Punjab Agricultural University. The top navigation bar includes the university name and user information (Hi Aarti, Logout, Help). Below this is a search navigation bar with options like Basic Search, Browse A-Z, Author Finder, Advanced Search, Search History, and View Marked Results. The main content area is divided into a 'Personalisation' sidebar and a profile view. The sidebar contains a list of user preferences, with 'View Profile' (1) and 'Edit Profile' (3) highlighted. The profile view shows a form with fields for First Name (Aarti), Last Name (sharma), Department (M.S.R Library), and Describe your Profile (Faculty). An 'Edit' button (2) is located at the bottom right of the form.

In order to make changes in the profile two options are available:

1. Click on **View Profile**; click **2 Edit**, make the changes and save.
3. Click **Edit Profile**; make the changes and save.

Request Article to Member Agricultural Universities of Consortia

Request for Photocopy of an article in Consortium For e-Resources In Agriculture

Article Detail ▾

From

(* Shows mandatory fields)

Name * Aarti Sharma

E-mail * lib-reference12@pau.edu

College/Univ/Institution * Punjab Agricultural University

Department * Mohinder Singh Randhawa Library

Type of Profile Faculty

Mobile/ Phone no 9888881994

Roll No / Admin No

City If you are from Regional station/Institute/College

Pin 141001

Message

To

DDR Request To * Kerala Agricultural University

Article Delivery To * Punjab Agricultural University

Cc

Library Admin * lib-comp@pau.edu

Note : Due to large number of article requests, please be informed that only 5 articles per user per session are entertained. In case the requests exceed 5 articles, a nominal fee of Rs.10/- per article will be charged. For more details, you are requested to contact incharge.cera@icar.org.in

1

Request Article

Chat Support

Other bookmarks

1. Click **Request Article** to request the member library having that article for delivery.
2. Users are required to fill in the details (Name, Institution, profile, mobile, e-mail, etc.) to get the requested article and send the request.

DDR Sent Message

Your DDR form has been sent successfully !
[Log in](#) using lib-reference12@pau.edu to track the status of this request.

To

DDRRef # :	248975
Name	Dr. A. T. Francis
Designation	Librarian
Email of the DDR fulfilling library	librarydds@kau.in
Name & postal address of the Requested library	Kerala Agricultural University Vellanikkara, KAU P.O

Requested article details :

Article Title	Sequential Belief Revision in Auditing
Journal	Accounting Review
Authors	Robert H Ashtons
Vol	63
Issue	4
Publication Date	01-10-1988
Page(s)	623-641
Date of Request	Wed Feb 13 10:24:59 UTC 2019
Article availability	Available in library as (PRINT)

From

Requestor Name	Aarti Sharma
Department	Mohinder Singh Randhawa Library
Institution Name	Punjab Agricultural University
Address	Ludhiana
Email @id	lib-reference12@pau.edu

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The message will be received after sending the request which shows the complete details of the institute to which the request is sent, details of article and the detail of user sending request.

Status of Document Delivery Request

Personalisation

- + My Favourites and TOC Alerts
- + Search History / Subject Alerts
- + My Saved Folders
- + My Profile
- **DDR Details** 1

Document Delivery Request Sent 2 DISCLAIMER

From: 05/12/2013 3 To: 16/09/2018

DDR Status: All 3 Get Report 4

Results Showing 1 to 2 of 2

Sl. #	Requested To	Article Info	Request Date	Status
1	Tamil Nadu Agricultural University	Article: Predatory Publishing Trends in India: An Overview Journal: SRELS Journal of Information Management Vol: 54 Iss: 1 Month: 2 Year: 2017 Author: Satyabrata Garanayak	2018-09-16	Pending
2	Govind Ballabh Pant University of Agriculture & Technology	Article: Is Predatory Publishing a Real Threat? Evidence from a Large Database Study Journal: Scientometrics Vol: 116 Iss: 1 Month: 7 Year: 2018 Author: Denis Borenstein, Takeyoshi Imasato, Marcelo S Perlin	2018-09-16	Pending

Show 10 Results Previous 1 Next Offline

1. **DDR Details** facilitate in keeping the details regarding the Agricultural Universities to which the article is requested to be delivered; details of the article requested; request date and the status of the article.
2. The DDR requested during certain duration will be displayed on selecting the time period.
3. The result can be refined by selecting from a dropdown menu (Pending/Delivered/Not Available/Available)
4. **Reports** of the status of DDR can be prepared.

Frequently Asked Questions

1. What is CeRA?

CeRA is Consortium for e-Resources in Agriculture which facilitates online access to about 3,949 journals in agriculture and allied sciences.

2. Who can access CeRA?

All students, faculty, staff of Punjab Agricultural University can access CeRA.

3. Where CeRA can be accessed?

CeRA can be accessed only on the PAU institutional IP.

4. Whether CeRA can be accessed at KVK, RRS, FASS?

Yes, CeRA can be accessed by the faculty outside PAU campus through remote access.

5. How to get remote access?

The remote access to library services is available on demand. The user is required to fill the request form for membership of campus wide network identification (Remote Access) available at PAU website at Download-PAU Useful Downloads. Submit the form to University Data Centre, COAET, PAU or email at udc@pau.edu.

6. Is it necessary to register to get services under CeRA?

In order to get alerts, add favourites, save searches, creating folders of important articles for future reference, keeping track of the DDR sent, etc it is essential to register. But simple browsing and downloading does not require registration.

7. Can I download the article?

Yes, all articles whose full text access is available are downloadable.

8. Can I get alerts under CeRA?

Yes, only after registration and setting alerts.

9. How can I get the articles requested not available at PAU library?

The articles requested by user are received at M.S.R Library. The user can collect the article from library personally or the same is dispatched to the concerned user by library office.

10. DDR is a free or paid service?

DDR service is extended without any charges.