

## **Internal Memo: Library**

To : Director, SDC./ For necessary action please.

From : Librarian, SUSL.

Subject : User Awareness Session of GALE Publisher , A Cengage company

Copy : All the Deans of the Faculties

Date : 15th Feb.2018.

The SUSL library would be conduct a Workshop / Training for the Probationary, Temporary Lecturers at SUSL regarding the user awareness session with the flavors of GALE Publisher, India. The resource person will be Mr. Jeyachandran Chitravel , Area Sales Manager, Training –South India , - Library Reference - of the GALE Publisher, India. A Cengage company.

Agenda – for the training appended below:

- ☐ How to use the platform
- ☐ Journal article submission process from an author's perspective
- ☐ General peer review process

***Venue - Staff Development Center . SUSL***

***Date & Time - 22nd Feb.2018 at 2.30 pm.***

I would like to invite the Lecturers from all the Faculties to attend to this session which is very academically important session . The priorities would be given to the Probationary , Temporary Lectures those who are willing to participate for this session please let me know before 20th Feb.2018 through the respective Deans of the Faculties.

Thank you