

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: LIBRARY BRANCH
OLD SECRETARIAT, DELHI – 110054
(edu.librarybranch@gmail.com)

No. DE/101/ 62/Lib. Br/Procurement of Books/2023-24/503

Dated: 21/08/2023

CIRCULAR

Subject: Review of books procured under the scheme "Improvement of School Libraries" for different types of libraries in Govt. schools of Directorate of Education from 2017-18 to 2022-23.

Since 2017, a revamped three-tier library system was introduced in all the Govt. schools of Directorate of Education, Govt. of NCT of Delhi. Subsequently, books of general reading and subject reading are being procured annually as per the budget allocation to the Govt. schools under the Budget Head "Improvement of School Libraries".

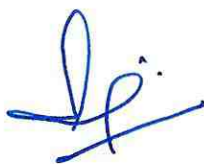
To review the effectiveness of the procured books of subject reading and general reading from 2017-18 to 2022-23, the Directorate of Education has developed a comprehensive and user-friendly online module to fill the necessary collating and organized data by the schools and to keep accurate record of the data.

The pathway of online module is provided below: -

www.edudel.nic.in → Mega Book Fair- VI → Login/Register → School

The Heads of Govt. schools are hereby directed to

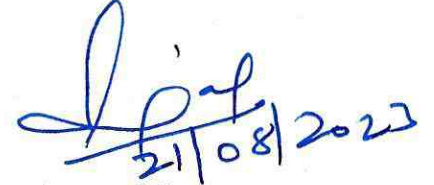
- i. fill the data of titles/ books procured at different types of libraries at school level and its usage by number of students who have accessed the particular titles/ books, class-wise and session-wise, etc., w.r.t. Mega Book Fairs from 2017-18 to 2022-23, in this online module.
- ii. designate the Librarian/ Teachers, level-wise, who shall be responsible to fill the data of books and its usage by number of students, class-wise and session-wise, at different types of libraries in school, in the online module.
- iii. to ensure that the process of filling the data as required in the online module is completed by the 28/08/2023 positively.



The detailed steps to access this online module are provided and attached in Annexure - A with this circular.

In case, any school encounter any technical difficulties or have questions regarding the online module, contact the Library Branch at edu.librarybranch@gmail.com.

This issues with the prior approval of the Competent Authority.



Sanjay Subhas Kumar
DDE (Library)

No. DE/101/ 62/Lib. Br/Procurement of Books/2023-24/503

Dated: 21/08/2023

Annexure- A: - Steps to access the online module

Copy to: -

1. PS to Secretary (Education)
2. PA to Director (Education)
3. PA to Jt. Director (Admin)
4. Joint Director (Planning)
5. Joint Director (IT)
6. DDE (District & Zone) concerned
7. OS (IT) for uploading on MIS
8. Guard File



Pramod Kumar
OSD (Library)

Review of Books Procured under the scheme “ Improvement of School Libraries”

Step By Step Guide to the School Module to review the Usage of books
procured during Mega Book Fairs.

A handwritten signature in blue ink, appearing to be 'J. P. Singh', located in the bottom right corner of the page.



Go to Home page - www.edudel.nic.in

Click on the Mega Book Fair- VI link on the Top Bar



Click Here to Login

DELHI Mega Book Fair-VI Education Department

Govt. of NCT of Delhi

Dr. B.R. AMBEDKAR
SCHOOL OF SPECIALISED EXCELLENCE

“The progress of any society depends on
the progress of education in that society.”

- Dr. B.R. Ambedkar -

See all Links

Govt. School
Admissions

EWS / DG Admissions and
EWS / Freeship
Admissions

Delhi Board of
School Education
(DBSE)

Complaints against Sexual
Harassment at Workplace

Acts & Rules

Academics &
Examinations

STUDENT

SCERT ADMISSION

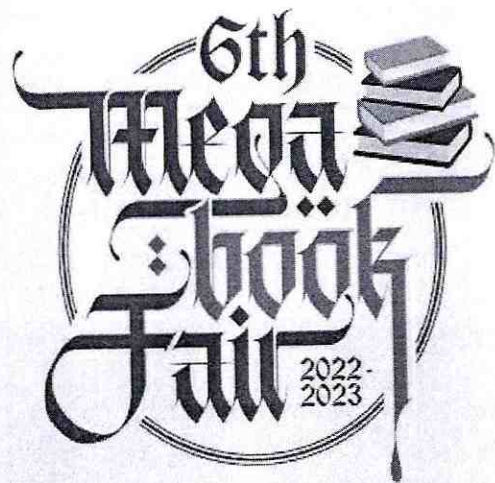
SCERT

SAMAGRA SHIKSHA

UDISE+

CALTOONZ

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Directorate of Education (Govt of NCT of Delhi)

[School](#)

[Publisher](#)

[Library Branch](#)

[Officials of DOE](#)

[Minister](#)

[Secretary](#)

[School](#)

[Click Here](#)

[Publisher](#)

[Library Branch](#)

[Officials of DOE](#)

[Minister](#)

[Secretary](#)



Click to Play video

Sh. Ashok Kumar

Secretary (Education)

GNCT of Delhi



Click to Play video

Sh. Himanshu Gupta

Director Education and Sports

Directorate of Education, GNCT of Delhi



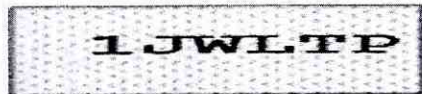
MEGA BOOK FAIR - VI

Directorate of Education, GNCTD

School Login

✉ School ID

🔒 Password



🔄 Refresh

🔒 Verification Text

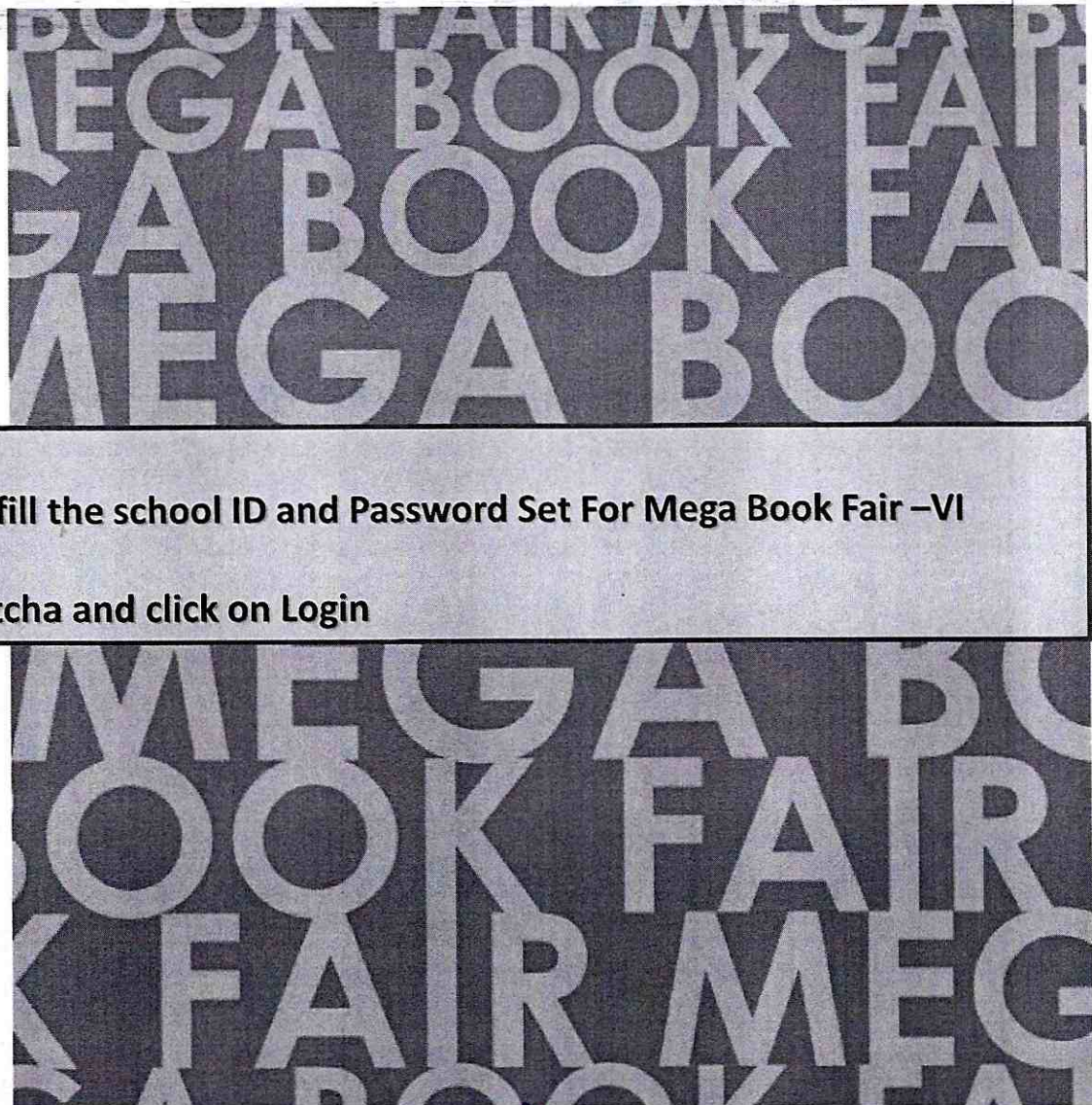
🔑 Login

Forgot Password? [Click Here](#)

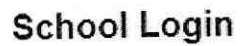
🏠 Go Home

For Initial Login

- School has to fill the school ID and Password Set For Mega Book Fair –VI (2022-23)
- Fill in the Captcha and click on Login



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MEGA BOOK FAIR - VI
Directorate of Education, GNCTD

 School ID

 Password

 Refresh

 Verification Text

 [Login](#)

Forgot Password?

Click Here

Incase you don't remember password

- Click on Forgot Password Link

 [Go Home](#)



MEGA BOOK FAIR - VI
Directorate of Education, GNCTD

Forgot Password?

----- Select User Login Type -----

School

Publisher

Library Branch

HVR8E8

Refresh

Verification Text

Verify

Go To Home

MEGA BOOK FAIR - VI
Directorate of Education, GNCTD

Forgot Password?

School

1413999

364248

Reset

Resend OTP

Go To Home

MEGA BOOK FAIR - VI
Directorate of Education, GNCTD

Forgot Password?

----- Select User Login Type -----

1413999

HVR8E8

Refresh

Verification Text

This window appears.

- Select Login Type as – School
- Type School ID in Registered email ID Text Box
- Fill verification text and click on verify
- OTP will be received on registered HOS mobile No.
- Fill in the OTP and Reset the password.



Message

OTP sent to your registered mobile number xxxxxx0311. Please enter OTP to continue.

OK

Signature



MEGA BOOK FAIR - VI

Directorate of Education, GNCTD

School Login

✉ 1413999



A3IWK1

↻ Refresh



A3IWK1

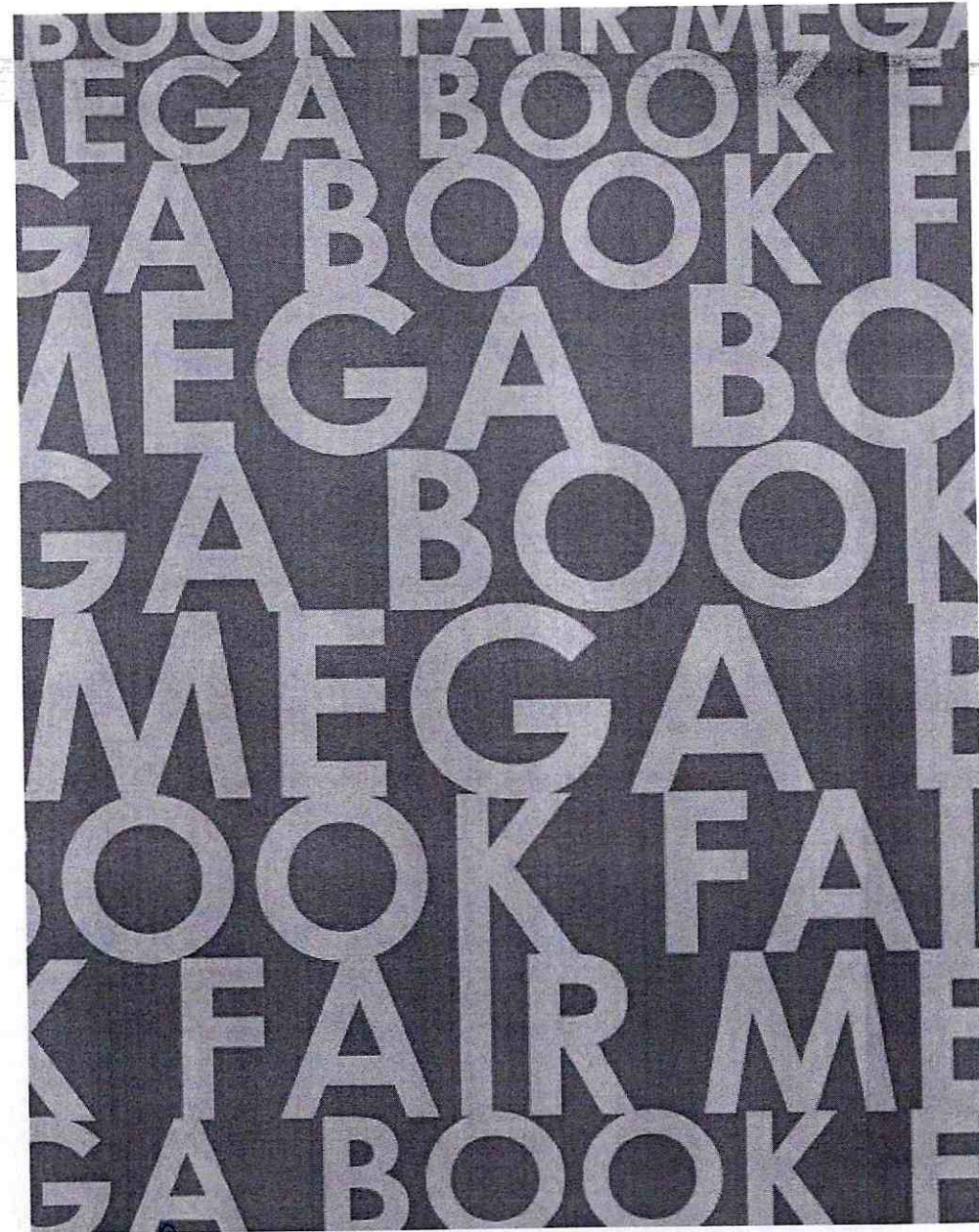
↻ Login

Click Here

Forgot Password?

Click Here

🏠 Go Home



Shilp



MEGA BOOK FAIR - VI

Directorate of Education, GNCTD

School Login

1413000

Who's Signing In?

Sr.No.	Select	Employee Details	Designation	Mobile No.
1	☐		HOS	xxxxxx3273

2. Authentication Pop Up will appear

- OTP will be received on HOS's registered Mobile No.
- Enter the OTP and click on "Authenticate" button

Authentication

Enter OTP

Resend OTP

✓ Send OTP

Close

OTP sent to your registered mobile number xxxxxx3273

Resend OTP

✓ Authenticate

Close

Note:-To update HOS mobile number, please email at [suggestions\[dot\]mbf\[at\]gmail\[dot\]com](mailto:suggestions[dot]mbf[at]gmail[dot]com).



This Page will appear after Log In

emo-School



Welcome To The Virtual Tour of Mega Book Fair - VI (2022-2023)



HOS is requested to check all the data thoroughly before submission as data submitted once cannot be changed at later stages.

- Home
- Mega Book Fair
- Users
 - Create New
 - View
- Suggestions Received
- My Wishlist
- Orders
- Payment
- Book Reviews
- Report
- Change Password



Users

Create New

View



Home



Mega Book Fair



Users

Create New

View



Suggestions Received



My Wishlist



Orders



Payment



Report

Add Employees

Employee ID*

Employee ID

Employee Name*

Employee Name

Email Id*

Valid Email Address

Mobile No.*

10 Digit Mobile Number

Designation*

Designation Title

Responsible For*

☐ Pre-Primary ☐ Primary ☐ VI-VIII ☐ IX-X ☐ XI-XII

Save

Cancel

Note: It shall be the sole responsibility of Head of School to ensure the compliance of all the General Financial Rules and Codal formalities involved in the procurement process of General Reading Books w.r.t. Mega Book Fair- VI (2022-23).

- ❖ HOS can create maximum five users for working on different levels (Pre-Primary, Primary, VI-VIII, IX-X, XI-XII).
- ❖ It is to note that Multiple users cannot access the same level.
- ❖ Only the user assigned to any particular level is authorized to access that level.
- ❖ Access to multiple level can be given to single user.

Click on Users Link → Create New

- Fill the details and click on Save button
- Repeat the same process for creating multiple users (for maximum Five Times)



Users

Create New

View

Edit

View Employees

Book Level*

☐ Pre-Primary ☐ Primary ☐ VI-VIII ☐ IX-X ☐ XI-XII ☒ All

Search

Status

☐ Active ☐ Inactive ☒ Both

Reset

Search Result

Sr.No.	Edit	Employee Details	Designation	Status
1	☒ Edit	1234567 - abcdefg	TGT English	Active
2	☒ Edit	20182388 - Vaishnavi T	Librarian	Active
3	☒ Edit	5678910 - abcdefg	PGT Hindi	Active
4				
5				
6				

In Order to change the responsibility of users -

- Click on "Users → View"
- Click on "Edit" link to Check multiple users for working on different levels
- This link allows to edit the Users Responsibility and Status

Edit Employee

Employee ID*

1234567

Employee Name*

abcdefg

Email Id*

abcdefg@gmail.com

Mobile No.*

9911119852

Designation*

TGT English

Responsible For*

☐ Pre-Primary ☐ Primary ☐ VI-VIII ☒ IX-X ☐ XI-XII

Status*

☒ Active ☐ Inactive

Edit

Note: It shall be the sole responsibility of Head of School to ensure the compliance of all the General Financial Rules and Codal formalities involved in the procurement process of General Reading Books w.r.t. Mega Book Fair- VI (2022-23).



Messages

Welcome Demo-School



Welcome To The Virtual Tour of Mega Book Fair - VI (2022-2023)

Home

Mega Book Fair

Users

Suggestions Received

My Wishlist

Orders

Payment

Book Reviews

Report

Change Password

Log Out

Click on Book Reviews Button for all data entry purpose.

Book Reviews



Go To Mega Book Fair

Handwritten signature

Mega Book Fair

Users

Suggestions Received

My Wishlist

Orders

Payment

Book Reviews

Library Vision

Enrollments

Add Librarian

All Librarians

Books Reading
Data

Review Report

Report

Change Password

Log Out



Messages

Welcome Demo-School

Library Vision By HoS

HoS Vision for school library *

HoS Vision for school library

Submit

Reset

Maximum 500 Characters.

What HoS has done to attain the vision for school library? *

Steps Taken

Library Vision

Maximum 1000 Characters.

Specify the objectives and future plans to improve the culture of reading in the school if funds are provided to the school library (HoS)*

Objectives and future plans for library

Maximum 1000 Characters.

Click on Library Vision

- Fill in the text boxes provided.
- Please note that all the fields are mandatory and are to be filled by HoS of the school.
- This data can be filled only one time and no changes can be made at later stages after submission.

My Wishlist

Orders

Payment

Book Reviews

Library Vision

Enrollments

Add Librarian

All Librarian **Enrollments**

Books Reading
Data

Review Report

Report

Change Password

Log Out

Total Enrollment of Students In School

For Session

--- Select ---

Click on Enrolments

- Select Session one by one for each and fill the enrollment details for each class in the school.

#	Class	No. of Sections	No. of Students
1		0	0
2		0	0
3		0	0
4		0	0
5		0	0
Total		0	0

Note: It shall be the sole responsibility of Head of School to ensure that the information filled is as per the best knowledge of HoS and if any discrepancy is found the HoS concerned shall be responsible for the same.





Book Reviews

Librarian/Teacher Incharge Details

Click on "Add Librarian"

- Fill in the details of the librarian(s) and Teacher In charges

Library Vision

Enrollments

School 1413999 - Demo-School

Add Librarian

HOS Name Vipin

Contact No. xxxxxx0311

 Submit

 Clear Entry

All Librarians

Add Librarian

Name*

Employee Name

Employee
Id*

Employee ID

Books Reading
Data

Contact No.*

10 Digit Mobile No.

Email Id

Employee Email ID

Review Report

Type*

☐ Guest ☒ Regular

Employed As*

☒ Librarian ☐ Teacher Incharge



Report



Change Password



Log Out



My Wishlist

Orders

Payment

Book Reviews

Library Vision

Enrollments

Add Librarian

All Librarians

Books Reading
Data

Review Report

Report

Change Password

Log Out



All Librarians/Teacher Incharges

Type

☐ Regular ☐ Guest ☒ Both

Employed As

☐ Librarian ☐ Teacher Incharge ☒ Both

Click on "All Librarians Tab"

- Click on search button to get all Librarians/ Teacher In charges details displayed.

Search

Reset

Search Result

Sr.No.	Edit	Employee Details	Employee Type	Employed As
	☐ Edit	-		
	☐ Edit	-		
3	☒ Edit	-		
4	☒ Edit	-		
5	☒ Edit	-		

All Librarians

[Handwritten signature]

Click on "Book Reading Data"

1. Select the Session for Mega Book Fair.
2. Select Class Group
3. Book Level will get automatically selected in case of Pre-primary and primary and VI-VIII (Incase of middle Library only) bullets selected in class group.
4. Select appropriate Book Level in case VI-XII class group (Main Library) is selected.
5. Fill the Bibliographic data for each book in fields provided.
6. You can get the book titles from the "Get Book From Mega Book Fair" button on the right incase of books procured in session 2021-22 and 2022-23.

Book Reviews

Library Vision

Enrollments

Add Librarian

All Librarians

Books Reading
Data

Review Report

Report

Change Password

Log Out

Books Reading
Data

Books Review Data Entry

For Session*

--- Select ---

Get Book From Mega Book Fair

Class Group*

☐ Pre-Primary ☐ Primary ☐ VI-VIII (In Case of Middle School Library Only) ☐ VI-XII

Book Level*

☐ Pre-Primary ☐ Primary ☐ VI-VIII ☐ IX-X ☐ XI-XII

Book Title*

Book Name/Title

Author Name*

Book Author Name

Publisher*

Book Publisher Name

Language*

-- Select --

Copies Procured*

Copies Procured

Total No. of students who accessed that particular book during the selected academic session.*

Confirm & Save

Cancel



Books Review Data Entry

For Session*

2017-2018

Get Book From Mega Book Fair

Class Group*

☒ Pre-Primary ☐ Primary ☐ VI-VIII (In Case of Middle School Library Only) ☐ VI-XII

Book Level*

☒ Pre-Primary ☐ Primary ☐ VI-VIII ☐ IX-X ☐ XI-XII

Book Title*

Book Name/Title

Author Name*

Book Author Name

Language*

-- Select --

Copies Procured*

Copies Procured

- Fill in the USAGE DETAILS for each book entered in the form
- Please check the data before clicking on "Confirm & Save" button.

Total No. of students who accessed that particular book during the selected academic session.*

Nursery Class

KG Class

Teachers

Please note that data once submitted cannot be changed or altered at later stage once it is confirmed and saved.

☒ Confirm & Save

☐ Cancel



Books Review Data Entry

- Select appropriate Book Level (VI-VIII, IX-X, XI-XII) in case VI-XII class group (Main Library) is selected for each title.
- Fill in the USAGE DETAILS for each book entered in the form for each class separately for Main Library (VI-XII)

For Session*

---- Select ----

Get Book From Mega Book Fair

Class Group*

☐ Pre-Primary ☐ Primary ☐ VI-VIII (In Case of Middle School Library Only) ☒ VI-XII

Book Level*

☐ Pre-Primary ☐ Primary ☐ VI-VIII ☐ IX-X ☐ XI-XII

Book Title*

Book Name/Title

Author Name*

Book Author Name

Publisher*

Book Publisher Name

Language*

-- Select --

Copies Procured*

Copies Procured

Total No. of students who accessed that particular book during the selected academic session.*

VI Class	VII Class	VIII Class	IX Class	X Class	XI Class	XII Class	Teachers

Please note that data once submitted cannot be changed or altered at later stage once it is confirmed and saved.

Confirm & Save

Cancel

[Handwritten signature]

Books Statistics Entry

Suggestions Received

My Wishlist

Orders

Payment

Book Reviews

Library Vision

Enrollments

Add Librarian

All Librarians

Books Reading
Data

Review Report

Review Report

Report

Change Password

Class Group*

☒ Pre-Primary ☐ Primary ☐ VI-VIII (In Case of Middle School Library Only) ☐ VI-XII

For Session*

2017-2018

Language

-- Select --

Search

SNO	Book Title	Book Level	Author Name	Publisher	Language	Is NCERT Book?	Copies Procured	Nursery Class	KG Class	Teachers
1	AK DO DUS	Pre-Primary	FSeswd	aseg	Hindi	No	4	2	2	2
2	Do aur do char	Pre-Primary	Amit sharma	Katha	Hindi	No	2	4	5	3
	AK DO DUS	Pre-Primary	JO KARE SO BHARE	ME NAHI HU	English	No	4	2	2	10
4	my first book abcd	Pre-Primary	amit	om	English	No	2	1	5	1

Click on "Review Report" to view the details filled at later stages.