

1) LIBRARY:

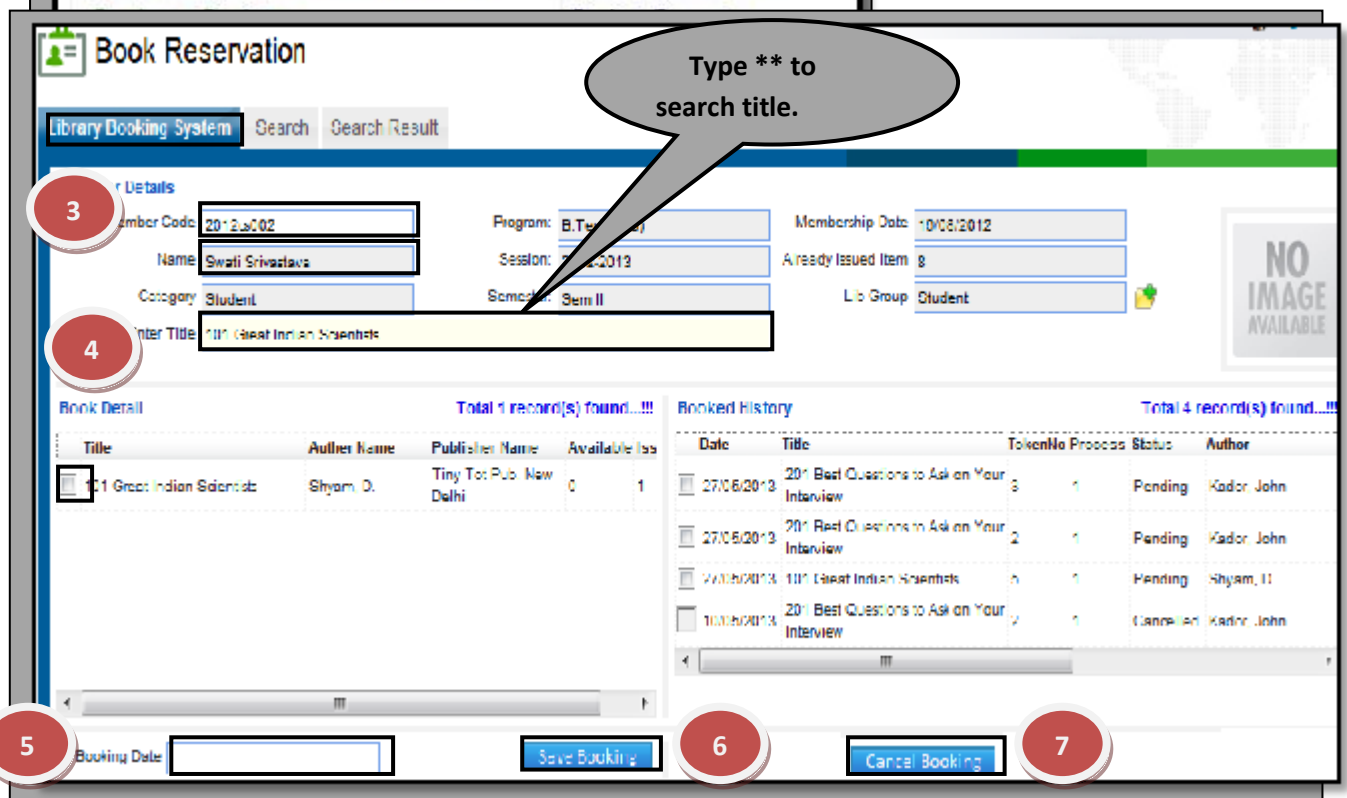
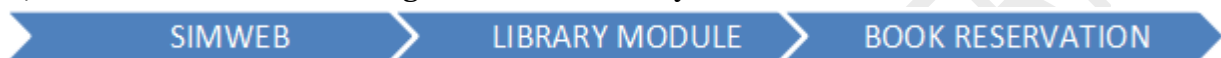
7.1) Book Reservation

Purpose: To reserve books for the students.

Procedure:

How to reserve books in the library for a given date.

- 1.1) Go to the “**Library Module**”
- 1.2) Select the “**Book Reservation Form.**”
- 1.3) Enter the “Member code”. All details of the student will be furnished.
- 1.4) Select the title of your choice from the list.
- 1.5) Click on the “Check box” and select the booking date.
- 1.6) Click on the “Save booking” button and your book is reserved.
- 1.7) Click the “Cancel booking” button to cancel your book status.



7.2) Fine Receipt

Purpose: To Generate fine receipt for the Students.

Procedure:

- 1.1) Go to the “**Library**”
- 1.2) Select the “**Fine receipt form**”.
- 1.3) Click the “New Entry” button.
- 1.4) Select the “Member code”, All the details of the student will be furnished.
- 1.5) Enter the cash amount and click on “Save” to generate the receipt number.
- 1.6) we can cancel the receipt by checking the cancel receipt check box.

The screenshot displays the 'Fine Receipt' form within the 'LIBRARY MODULE' of the 'SIMWEB' system. The form is divided into several sections:

- Navigation:** SIMWEB > LIBRARY MODULE > FINE RECEIPT FORM
- Menu:** Employee, Fee, Hostel, Inventory, **Library**, Mess
- Quick Links:** Book Reservation, **Fine Receipt**, Fine Waived, Issue/Return, Magazine/Journal Daily Entry, Member Registration, News Paper Daily Entry, Book Binding, Accession Register, Book Entry, CD/DVD Entry, College Album, College Publication, Magazine/Journal letter
- Form Fields:**
 - Member Code: [Field]
 - Member Name: [Field]
 - Receipt Date: 05/00/2013
 - Receipt No: [Field]
 - Program: [Field]
 - Semester: [Field]
 - Mode: [Field]
 - Cash Amount: [Field]
 - Member Group: [Field]
 - Category: Student
 - College: GU
 - FY Ref No: [Field]
 - Remark: [Text Area]
 - Cancel Receipt:
- Table:**

S.No.	Acc No	Title	Issue Date	Due Date	Return Date	Total Amt	Recieved Amt
1	013892	Medical Instrumentation	28/01/2013	07/02/2013	27/05/2013	1190	1190
2	019274	Entrepreneurship:Theory, Process, Practice	01/2013	30/01/2013	27/05/2013	4890	4890
- Buttons:** Save, Cancel, New Entry, Save, Print

7.3) Fine Waived:

Purpose: How to waive fine from the students and faculty members.

Procedure:

- 1.1) Go to the “**Library Module**” .
- 1.2) Select the “**Fine Waived Form.**”
- 1.3) Select any text box in the library waived form. Here for e.g member code.
- 1.4) Click the “**Search**” Button.
- 1.5) Fill the amount to be waived against each row.
- 1.6) Click the “**Save**” button to save the details.
- 1.7) All the changes are reflected in the page wise and total fine boxes.

The screenshot illustrates the 'Fine Waived' process in the SIMWEB system. It is divided into three main sections: SIMWEB, LIBRARY MODULE, and FINE WAIVED.

Section 1: Navigation
 The 'LIBRARY MODULE' section contains a 'Library' menu item, which is highlighted with a red circle '1'. Below it, a 'Quick Links' sidebar lists various options, with 'Fine Waived' highlighted by a red circle '2'.

Section 2: Search Form
 The 'FINE WAIVED' section shows the 'Lib Fine Waive' form. It includes a search bar with 'Member Code' set to 'astec5' (circled '4'). A list of search criteria is shown on the left, with 'Member Code' checked (circled '3'). A 'Search' button is located at the bottom right.

Section 3: Search Results and Data Entry
 The 'Search Result' section displays a table with the following data:

S.N	Category	Type	Group	Code	Name	Father Name	Acc No	Fine Paid	Waived	Bal Fine	To Be Waive	Net Bal	Remark
1	Student	Book Bank	Student	2009EC109	Mohd. Shoab Hussain	Sh. Chaman Khan	BB033325	35	0	0	35		
2	Student	Book	Student	2009EC109	Mohd. Shoab Hussain	Sh. Chaman Khan	010019	435	0	0	435		

The 'To Be Waive' column for each row contains input fields for entering the amount to be waived. The first row has '35' entered (circled '5').

Section 4: Summary and Save
 Below the table, there are summary boxes for 'Page Wise' and 'Total Fine'. The 'Page Wise' box shows: Total Fine: 470, Paid Fine: 0, Waive(d) Fine: 0, Bal Fine: 470, To Be Waive(d): 0, Net Bal: 470. The 'Total Fine' box shows: Total Fine: 470, Paid Fine: 0, Waive(d) Fine: 0, Bal Fine: 470, To Be Waive(d): 0, Net Bal: 470. A 'Save' button is located at the bottom right, circled '6'.

7.4) Issue/Return:

Purpose: How to issue and return the book from library.

Procedure:

- 1.1) Go to the “**Library Module**”.
- 1.2) Select the “**Issue/Return**” form.
- 1.3) Enter the “Accession no”. of the student.
- 1.4) Enter the “Member code” of the book.
- 1.5) Click the “Issue” button to issue the book.
- 1.6) Click the” Return” button to return the book.
- 1.7) If the book is already issued the system will ask for the returning the same book then click on the return button to return the same book and the click on the issue button to issue the same book.

The screenshot displays the SIMWEB Library Module interface. At the top, a navigation bar includes 'SIMWEB', 'LIBRARY MODULE', and 'ISSUE/RETURN'. The 'LIBRARY MODULE' section is highlighted with a red circle '1'. Below it, the 'Library' menu is open, and 'Issue/Return' is selected with a red circle '2'. The main form has fields for 'Accession No.' (circled '3'), 'Member Code' (circled '4'), 'Name', 'Group', 'Program', 'Sem', 'Exp Date', and 'Reg Date'. There are 'Issue' (circled '6') and 'Return' (circled '5') buttons at the bottom. A table on the right shows 'Issue Return Summary' with columns for Type, Issued, Returned, and Over Due. A 'NO IMAGE AVAILABLE' placeholder is also visible.

Type	Issued	Returned	Over Due
B.Pharma	0	0	268
GIFT BOOK	0	0	1
Reference Book	0	0	25
TEXT BOOK	0	0	2274

7.5) Magazine/Journal Daily Entry:

Purpose:

Procedure:

How to enter the New magazine/journals in the library.

- 1.1) Go to the “**Library Module**”.
- 1.2) Select the “**Magazine/journal daily entry form.**”
- 1.3) Click the “New entry” button to enter the details of magazine/journal.
- 1.4) Select the “Title” from the list.
- 1.5) Select the title and fill in all the details in the form.
- 1.6) Click the “Save” button to save the details.

The screenshot illustrates the 'Magazine/Journal Daily Entry' form within the SIMWEB Library Module. The navigation bar at the top indicates the current path: SIMWEB > LIBRARY MODULE > MAGAZINE/JOURNAL. The main menu lists various library functions, with 'Magazine/Journal Daily Entry' selected. The form itself contains several input fields: Title (with a callout bubble indicating that asterisks are used for searching), Item Type, Category (set to 'Ex India'), Subscription No, Mailing Address, Subscription Date, Expiry Date, No of Copy, Payment Mode (set to 'Cash'), and Amount. A 'Show Details' button is located below the form fields. At the bottom of the form, there are three buttons: 'New Entry', 'Edit', and 'Delete'. A 'Save' button and a 'Cancel' button are also present at the bottom right of the form area.

How to delete and edit a particular record?

1.1) Select the title which will furnish all the details.

1.2) Now, you can make changes in the data, click on “Edit” button to make any modification in the existing data.

The screenshot displays the 'Magazine Letter Entry Daily' application interface. The top navigation bar includes 'Magazine Letter Entry Daily', 'Search', and 'Search Result'. The main content area is divided into several sections:

- Record Details:** A red circle labeled '1' highlights the 'Title' field, which contains 'Election Information and PI'. Other fields include 'Subscription Date' (01/07/2010), 'Item Type' (Journal of Technology), 'Expiry Date' (30/08/2011), 'Category' (Ex: India), and 'No. Of Copy' (8).
- Payment Information:** Fields include 'Payment Mode' (Cheque), 'Amount' (750), 'Cheque/DD No.' (010003), 'Bank Date' (28/08/2010), 'In Favour of' (South Asia Distributors and Publishers), and 'Bank Name' (Development: Receivable).
- Subscription and Mailing Address:** Fields include 'Subscription No.' (D/058/2010) and 'Mailing Address' (Distributors- South Asia Distributors & Publishers 92/C(Part), Span House, ...).
- Buttons:** A 'Show Details' button is located next to the mailing address. At the bottom, there are three buttons: 'New Entry', 'Edit' (highlighted with a red circle labeled '2'), and 'Delete'.

7.6) Member Registration:

Purpose: This form is used to allot the library membership to unregistered members so that they can issue the library items for their need.

Procedure:

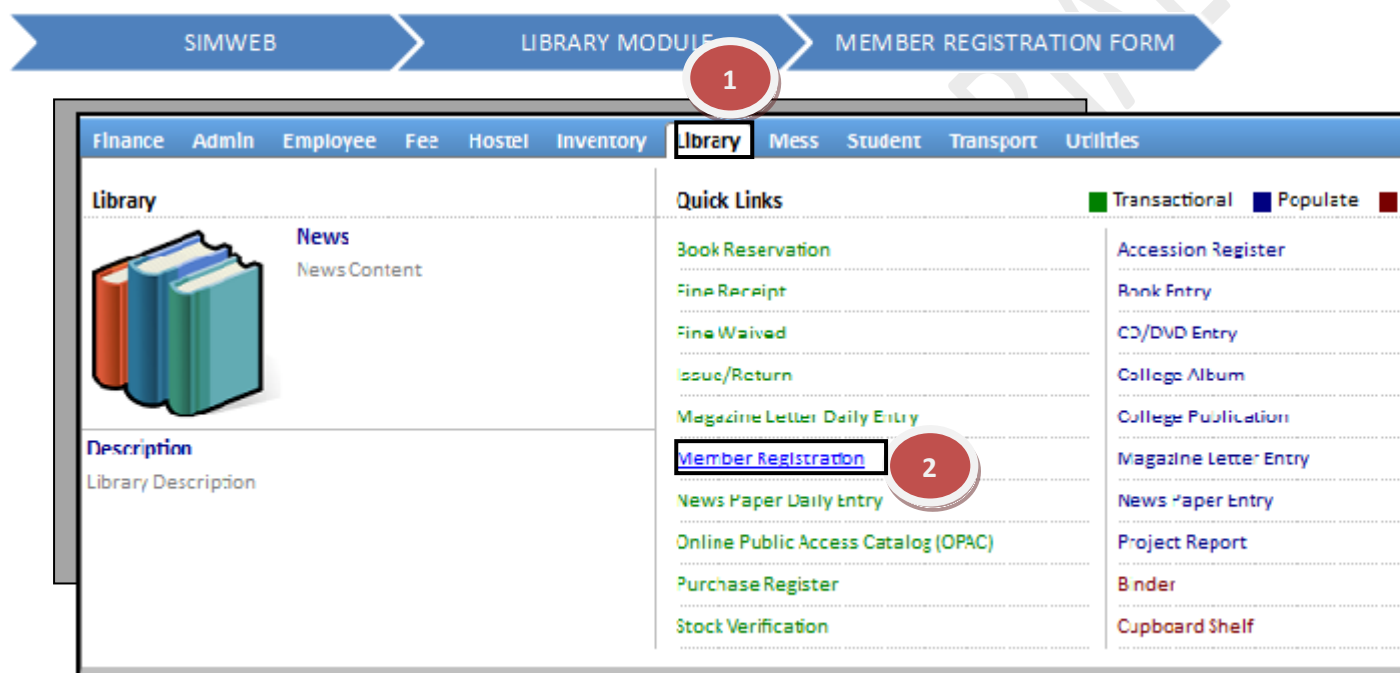
How to allot Library Membership?

Library can be allotted only to **unregistered members**.

1.1) Go to the “**Library Module**”.

1.2) Select the “**Member Registration**” form.

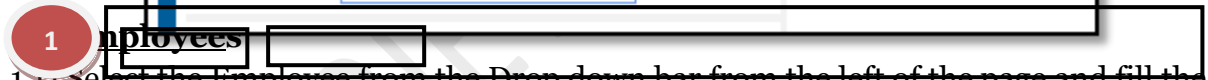
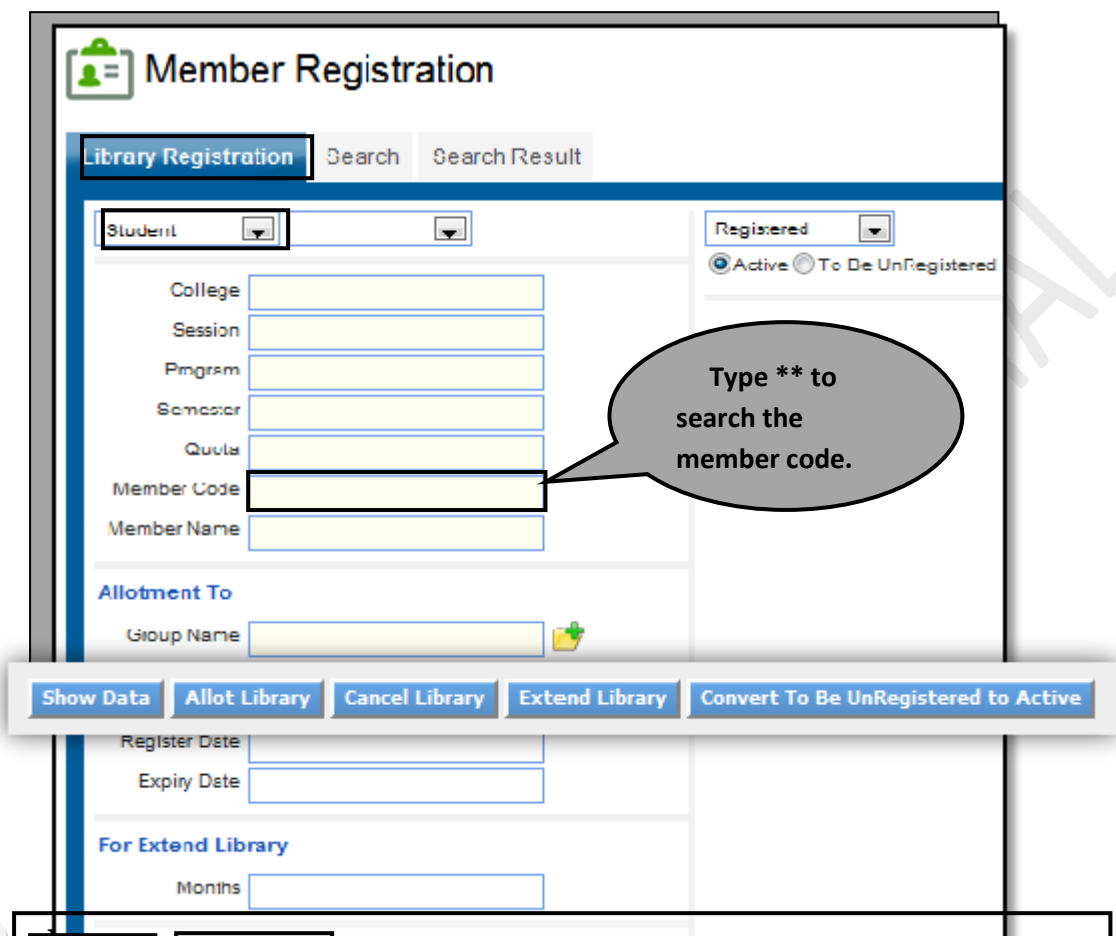
1.3) This will give a Blank form with Mandatory Fields with Red Outlines.



1) **Student:**

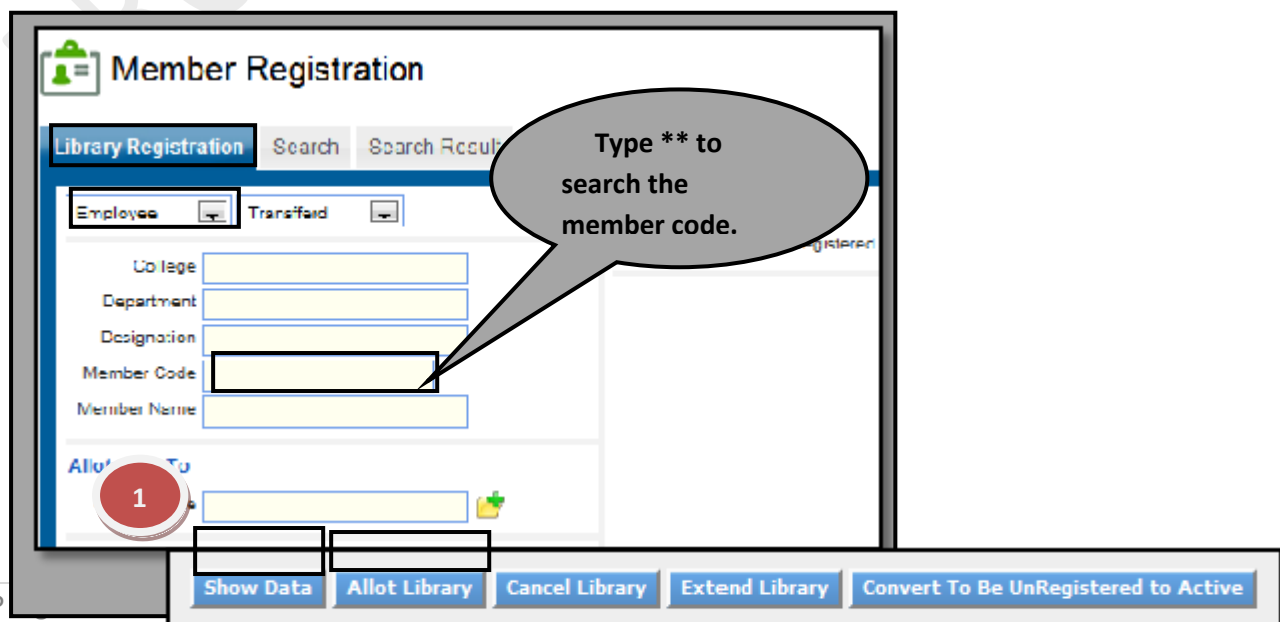
1.1) Select student from the Drop down bar from the left of the page and fill the required field then click on “Show” button or you can select the particular member code for specific student

1.2) Select the student(s) to whom you want to register and Click the “Allot Library” button at the bottom of the page and “Allot Library membership” to the unregistered member(s).



1.1) Select the Employee from the Drop down bar from the left of the page and fill the required field then click on “Show” button or you can select the particular member code for specific employee.

1.2) Select the Employee(s) to whom you want to register and Click the “Allot library button” at the bottom of the page and “Allot library membership” to unregistered member.



2

3) **Others:**

- 1.1) Select other from the Drop down bar from the left of the page and fill the required field then click on “Show” button.
- 1.2) Click the “Allot Library” button at the bottom of the page and allot the library to the unregistered member.

The screenshot shows the 'Member Registration' interface. At the top, there are tabs for 'Library Registration', 'Search', and 'Search Result'. The 'Library Registration' tab is active. On the left, a dropdown menu is set to 'Others', with a red circle and the number '1' highlighting it. Below this are several input fields: College, Sem/Desig, Prog/Dept, Member Code, and Member Name. To the right, there is a 'Registered' dropdown menu and radio buttons for 'Active' (selected) and 'To Be UnRegistered'. At the bottom, there is an 'Allotment To' section with a 'Group Name' field and a plus icon. Below the form is a row of buttons: 'Show Data', 'Allot Library' (highlighted with a red circle and the number '2'), 'Cancel Library', 'Extend Library', and 'Convert To Be UnRegistered to Active'.

How to

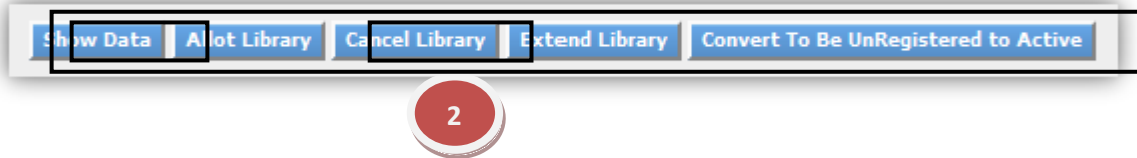
cancel Library Membership?

Library can be cancelled only for **registered** member.

1) **Student:**

- 1.1) Select student from the Drop down bar from the left of the page and fill the required field then click on the “Show” button or you can select the member code for particular student.
- 1.2) Click the “Cancel Library” button at the bottom of the page and cancel library for registered member.

The screenshot shows the 'Member Registration' interface. At the top, there are tabs for 'Library Registration', 'Search', and 'Search Result'. The 'Library Registration' tab is active. On the left, a dropdown menu is set to 'Student', with a red circle and the number '1' highlighting it. Below this are several input fields: College, Session, Program, Semesters, Quota, Member Code, and Member Name. A callout bubble points to the 'Member Code' field with the text 'Type ** to search the member code.' At the bottom, there is an 'Allotment To' section with a 'Group Name' field and a plus icon. Below the form is a row of buttons: 'Show Data', 'Allot Library', 'Cancel Library', 'Extend Library', and 'Convert To Be UnRegistered to Active'. A red circle with the number '2' highlights the 'Member Code' field.

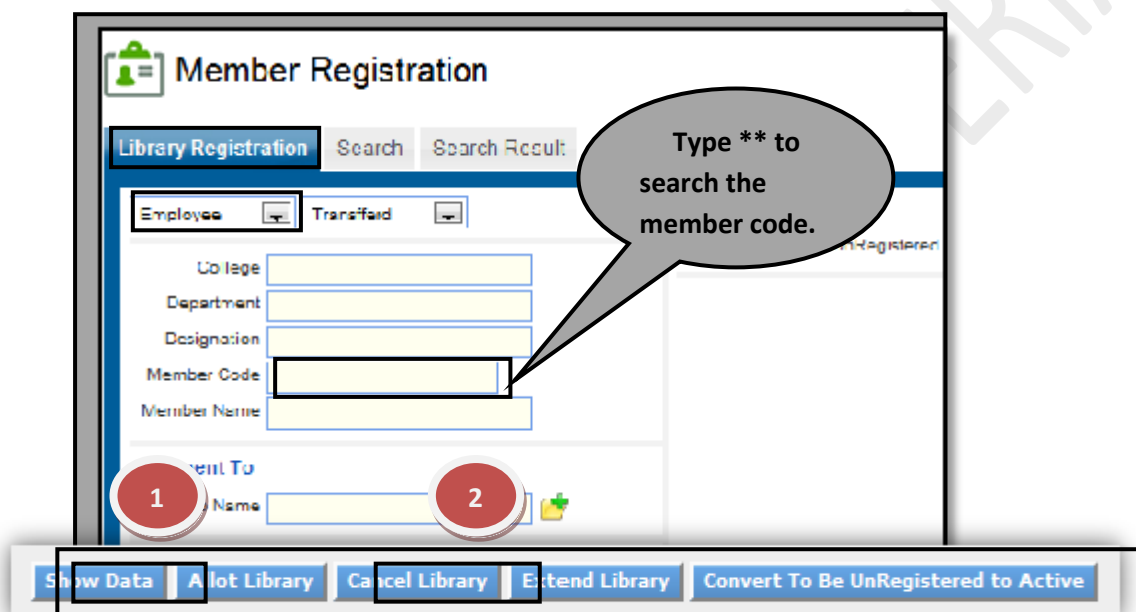


2)

Employee:

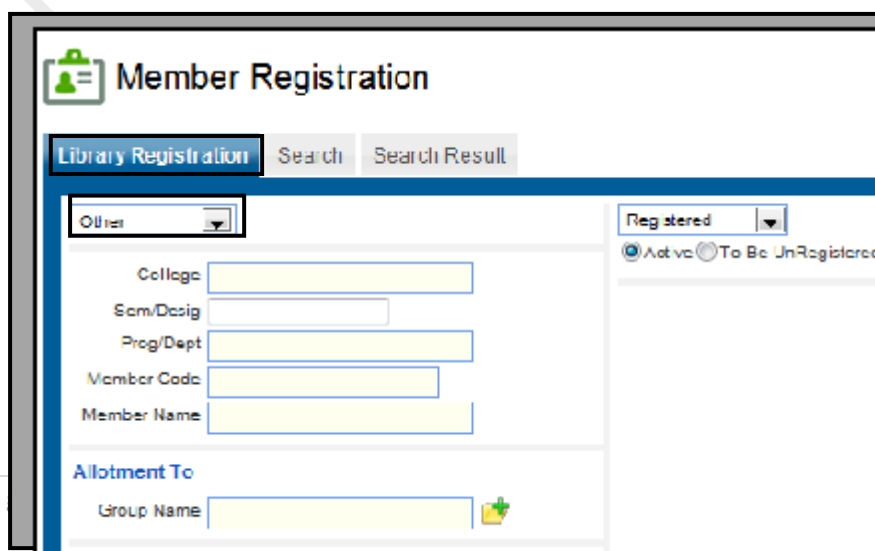
1.1) Select Employee from the Drop down bar from the left of the page and fill the required field then click on the “Show” button. you can select the member code for particular employee.

1.2) Click the “Cancel Library” button at the bottom of the page and cancel the library for the registered member.

**2) Others:**

1.1) Select other from the Drop down bar from the left of the page and fill the required field then click on “Show Button”.

1.2) Click the “Cancel Library” button at the bottom of the page and cancel library to the registered member.

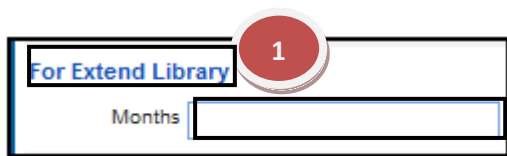




How to extend Library membership?

Library membership can be extended to the registered member.

1.1) To extend the library membership enter the number of months need to be extended and click “Extend Library” button.



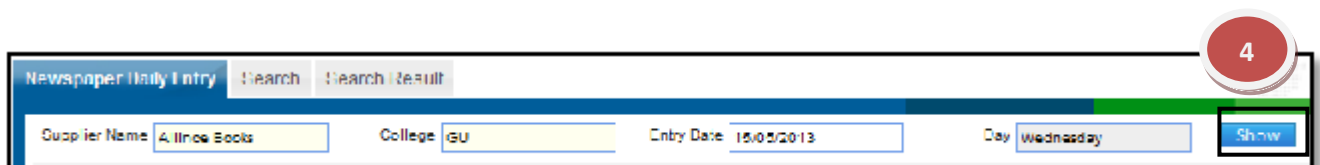
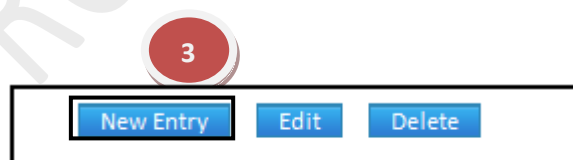
7.8) Newspaper Daily Entry:

Purpose: To maintain the daily newspaper details.

Procedure:

How to enter the details of new papers on daily basis?

- 1.1) Go to the “**Library Module**”.
- 1.2) Select the “**Newspaper Daily Entry**” form.
- 1.3) Click the “New Entry” button and fill the supplier details.
- 1.4) Click the “Show” button. Now change the Status and amount of the news papers as per the requirement
- 1.5) Click on the “Save” button.



NewsPaper Daily Entry Search Search Result

Supplier Name Alliance Books College GII Entry Date 15/05/2013

NewsPaper Detail

S.No.	NewsPaper Name	Status	Cost	QTY	Amount (INR)	Pages	Edition	No of Magazine
1	Amar Ujala	Received	3.5	34	119	34	34	34
2	Dainik Jagran	Received	3.5	44	154	34	8y	555
3	DLA	Received	4	1	4	0		0
4	Hindustan	Pending	3	0	0	0		0
5	Hindustan-Times	Pending	4.5	0	0	0		0
6	Indian Express	Pending	0	0	0	0		0
7	Jansatta	Pending	0	0	0	0		0
8	Mail Today	Pending	2.5	0	0	0		0
9	Nav Dharat Times	Received	2	1	2	0		0
10	Punjab Kesari	Pending	3	0	0	0		0
11	Rashtriya Sahara	Pending	3	0	0	0		0
12	The Hindu	Pending	5	0	0	0		0
13	Times Of India+NBT	Pending	7	0	0	0		0

Total Amount 279 Total Qty 80

5 Save Cancel

How to delete and edit a particular record?

- 1.1) Select the supplier name, college, date, day and click on show button.
- 1.2) Now, you can make changes in the data, click on "Edit" button to make any modification in the existing data.

News Paper Daily Entry

NewsPaper Daily Entry Search Search Result

Supplier Name RAM BAEJ NEWS PAPER College BGIT Entry Date 04/08/2010 Day Wednesday Show

1

2

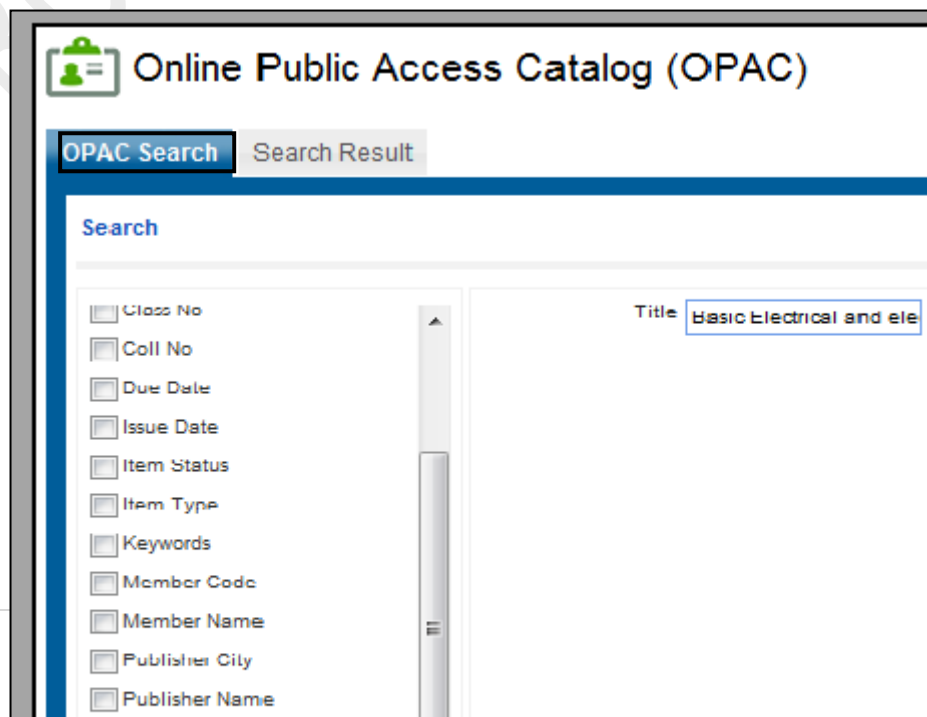
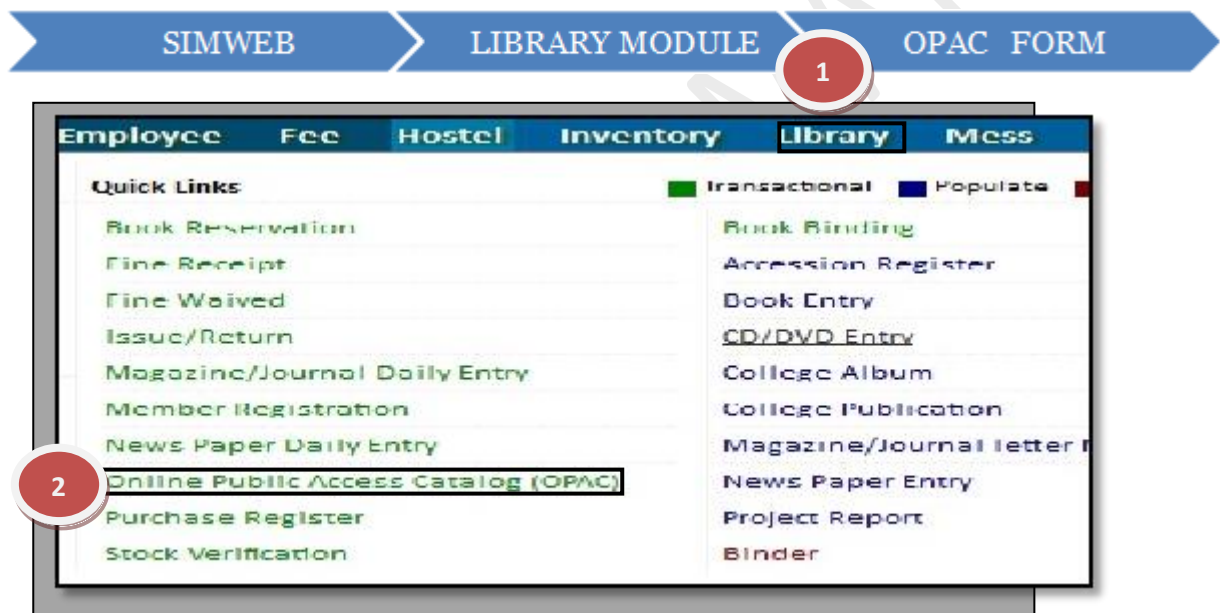
New Entry Edit Delete

7.9) OPAC (ONLINE PUBLIC ACCESS CATALOGUE):

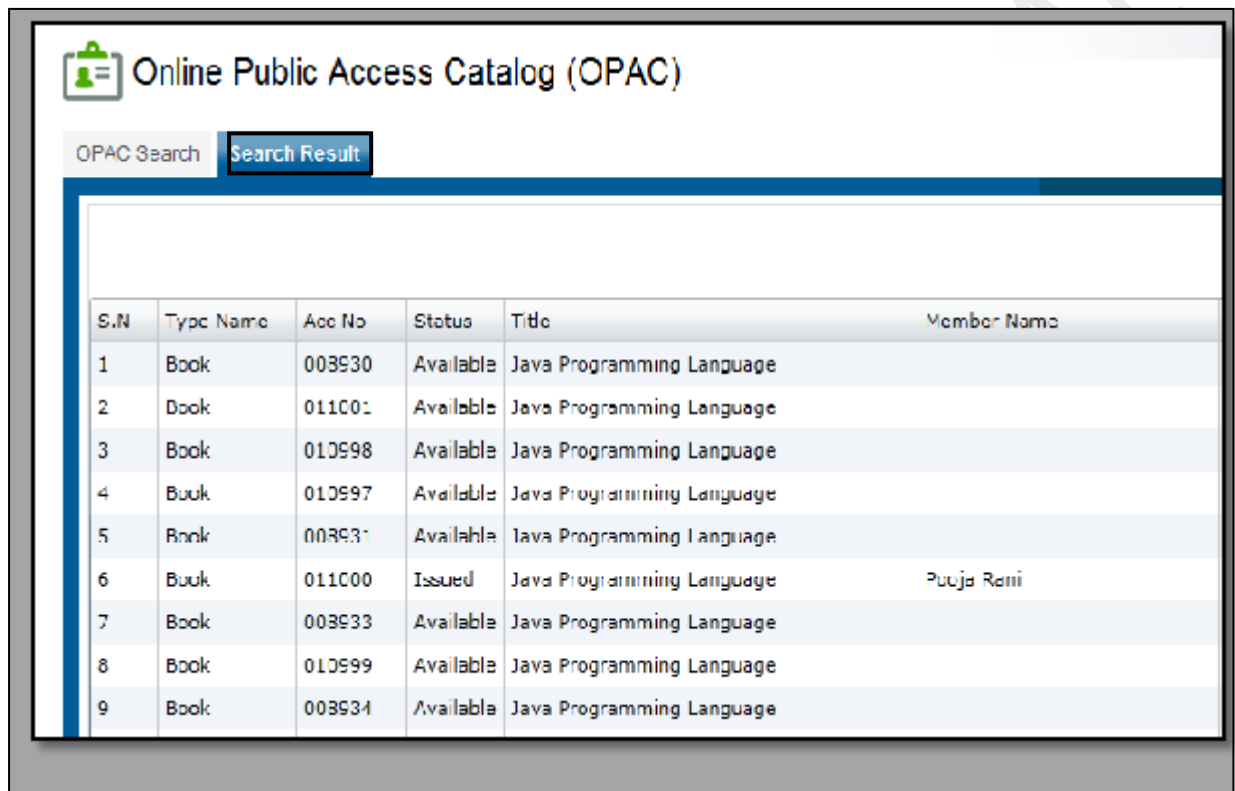
Purpose: To check the details of a book & its current status whether it's available, issued or reserved.


Procedure:

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**OPAC**” form.
- 1.3) Select any parameter for search criterion. Here for e.g we have selected the Title.
- 1.4) The result is displayed



3



 Online Public Access Catalog (OPAC)

OPAC Search **Search Result**

S.N	Type Name	Acc No	Status	Title	Member Name
1	Book	008530	Available	Java Programming Language	
2	Book	011001	Available	Java Programming Language	
3	Book	010598	Available	Java Programming Language	
4	Book	010597	Available	Java Programming Language	
5	Book	008531	Available	Java Programming Language	
6	Book	011000	Issued	Java Programming Language	Pooja Rami
7	Book	008533	Available	Java Programming Language	
8	Book	010599	Available	Java Programming Language	
9	Book	008534	Available	Java Programming Language	

7.10) Purchase Register:

Purpose: To maintain the details of the library items received (like quantity & Cost of the items)

Procedure:

How to maintain the details of Books or CD/Cassette in Purchase register?

1.1) Go to the “**Library Module**”

1.2) Select the “**Purchase Register**” form.

1.3) This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill all required field and Details of books and CD/Cassette and click on the “Save” button.

1.5) this form will show you the total amount of received items.

The screenshot displays the 'Purchase Register' form within the 'Library' module. The form includes the following elements:

- Navigation:** SIMWEB > LIBRARY M (1) > PURCHASE REGISTER FORM
- Menu:** Employee, Fee, Hostel, Inventory, **Library**, Mess. The 'Purchase Register' option is selected (2).
- Form Fields:**
 - Bill No:
 - Bill Date:
 - Supplier Name:
- Table:**

S.N.	Data From	Title	Year	Edition	Volume	Pages	Qty(A)	Rate(B)	Amount(C=A*B)	Disc(%)	Disc Amt(D)	Bill Amt(E=C-D)	With CD
1	Books								0.00	0.00	0.00	0.00	Yes
- Buttons:** Save (4), Cancel

Total Bill Amt(F)	Tax%(On F)	Tax Amt(On F)(G)	Disc%(On F)	Disc Amt(On F)(H)	Net Amt(F+G-H)

New Entry	Save	Delete

How to assign a unique accession number to each Entry?

- 1.1) You can assign accession number to the each entry at the time of new entry or after searching that book from the database.
- 1.2) After searching the book click on the “Allot Accession” button and a new window will be open with mandatory fields with red outlines.
- 1.3) Now fill all the required fields and click on the “Save” button.

How to delete and edit a particular record?

- 1.1) Select the supplier name and title and fill all the details.
- 1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

Purchase Register

Purchase Register Search Search Result

Bill No: 123456789 Bill Date: 25/06/2015 Supplier Name: Applied Science Department, (A.B.E.S)

S.N.	Data From	Title	Year	Edition	Volume	Pages	Qty(A)	Rate(B)	Amount(C=A*B)	Disc(%)	Disc Amt(D)	Bill Amt(E=C-D)	With CD
1	Books	10 Minute Guide to Lotus Notes 4.6	0				50	100	5000	0	0	5000	No
2	Books	8051 Microcontroller: Hardware, Software and	0				5	3	9	0	0	9	Yes
3	Books	100 Great Indian Scientists	0				54	345	18630	0	0	18630	Yes

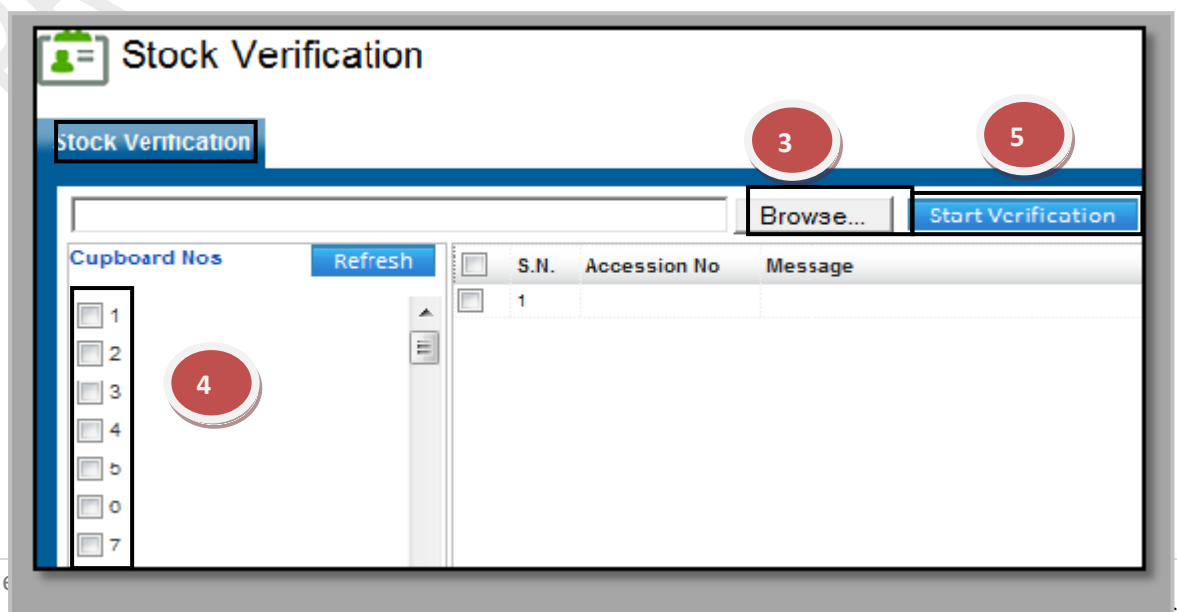
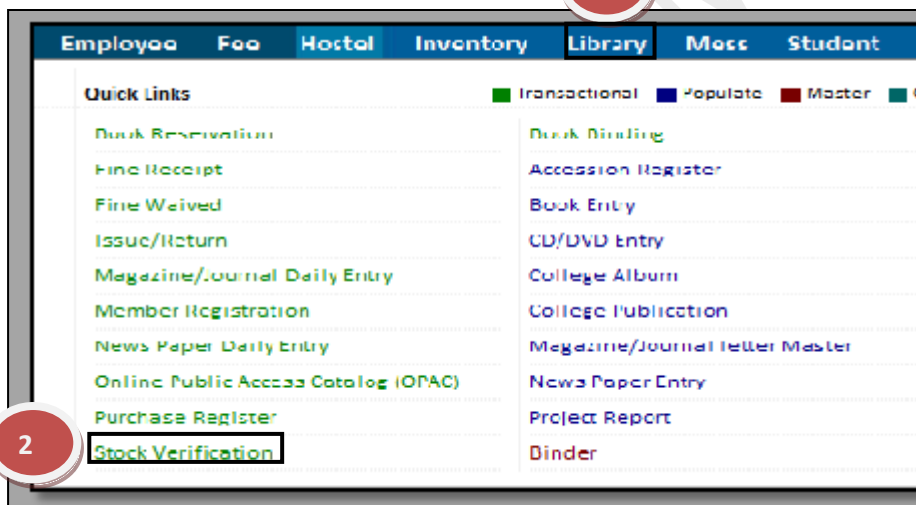
New Entry Edit Delete

7.11) Stock Verification:

Purpose: How to verify the stock available in the Library.

Procedure:

- 1.1) Go to the “**Library module**”
- 1.2) Select the “**Stock Verification form**”.
- 1.3) Select the file to be verified and click on Browse button.
- 1.4) Enter the “Cupboard numbers”.
- 1.5) Click the “Start Verification” button.



7.12) Book Binding:

Purpose: To Create & Maintain the Supplier Details.

Procedure:

How to send books for binding in the library?

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**Book Binding form**”.
- 1.3) Fill the “**Accession no**” of the book.
- 1.4) Fill in the “**Binder details**”.
- 1.5) Click the “**Send**” button.
- 1.6) Click the “**Receive**” button to receive the books.

SIMWEB LIBRARY MODULE SUPPLIER FORM

1

2

3

4

Book Binding

Book Binding Search Search Result

Book Detail

Accession NO

Title

Type

Author

Edition

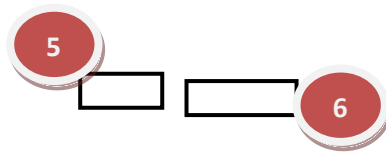
Binder Detail

Binder

Address

Mobile

E-Mail



7.13) Accession Register:

Purpose: To View the Accession no. of library items.

Procedure:

- 1.1) Go to the “**Library module**”
- 1.2) Select the “**Accession register**”.
- 1.3) Select any parameters and click on the “**Search button**”.

2.



7.14) Book Entry:

Purpose: To assign a unique code to a particular book.

Procedure:

How to add a new Book in the database?

1.1) Go to the “**Library module**”

1.2) Select the “**Book Entry form**”.

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.



4

How to assign a unique accession number to each book?

- 1.1) You can assign accession number to the book at the time of new entry or after searching that book from the database.
- 1.2) After searching the book ,click on the “Allot Accession” button and a new window will be open with mandatory fields with red outlines.
- 1.3) Now fill all the required fields and click on the “Save” button.

2

How to find the location of the particular book?

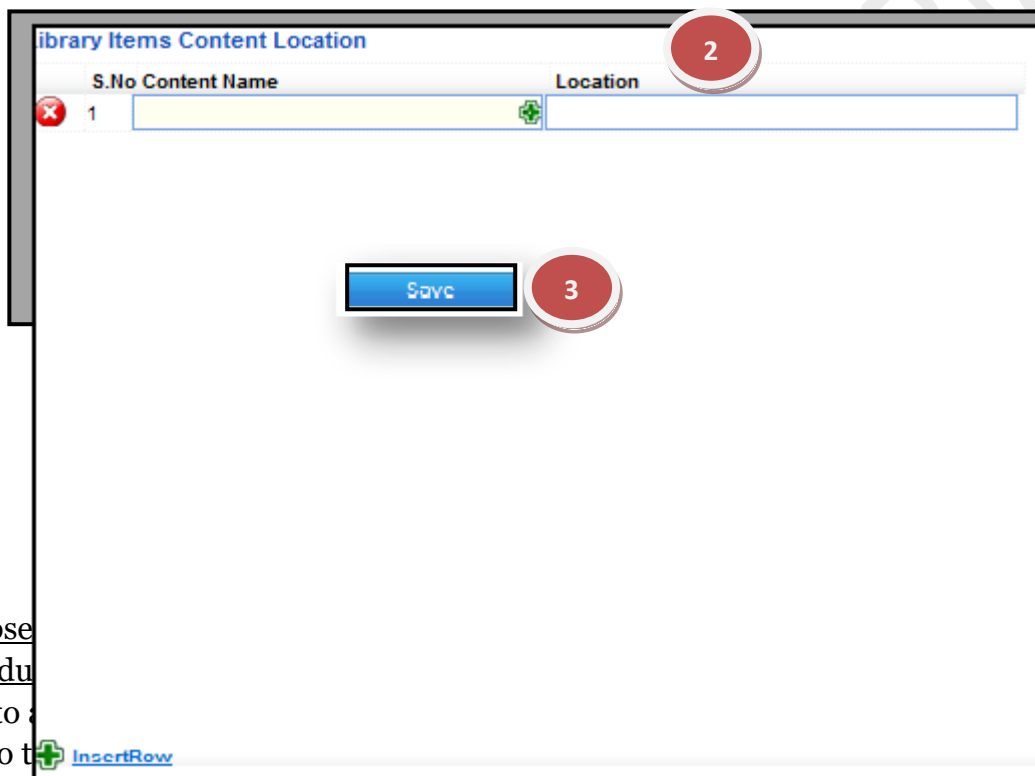
When you need to find out the location of the particular book then just fill the details of the book and then click on the content location button.

- 1.1) Click on “Content Location” button.
- 1.2) Fill in the mandatory fields required in the form.

1



1.3) Click on the “Save” button.



7.15)

Purpose

Procedu

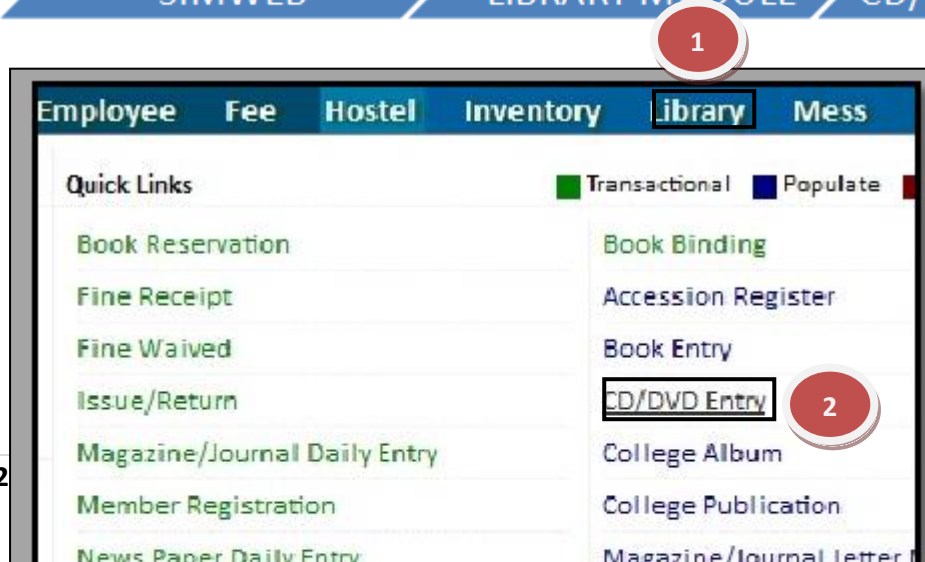
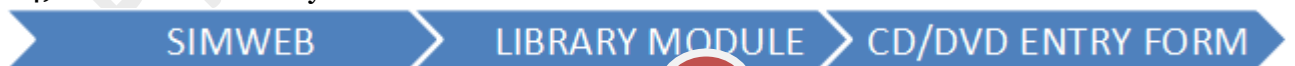
How to

1.1) Go to [InsertRow](#)

1.2) Select the “CD/DVD Entry form”.

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.



2

How to assign a unique accession number to each book?

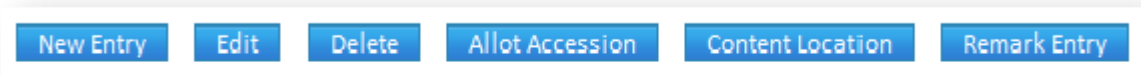
- 1.1) You can assign accession number to the book at the time of new entry or after searching that book from the database.
- 1.2) After searching the book click on the “Allot Accession” button and a new window will be open with mandatory fields with red.
- 1.3) Now fill all the required fields and click on the “Save” button.

2

How to find the location of the particular CD/DVD?

When you need to find out the location of the particular CD/DVD then just fill the details of the Item and then click on the content location button.

- 1.1) Click on “Content Location” button.
- 1.2) Fill in the mandatory fields required in the form.



- 1.3) Click on the “Save” button.

7.16) College Album:

Purpose: To Create & Edit the College Albums.

Procedure:

How to add a new Album details in the database of Library?

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**College Album form**”.
- 1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill the mandatory fields and click on the “Save” button.

SIMWEB

LIBRARY MODULE

COLLEGE ALBUM FORM

1



2

College Album

Library Photo
Search
Search Result

Type

Acc Prefix

Function Name

Photo Code

Function Date

Real No

Remark

3

New Entry
Save
Delete
Allot Accession
Content Location

4

How to edit and change previous record?

- 1.1) In Case, you know details of any album just enter the details in the specific field like here in (Type) field we press ** button on keyboard to select any type.
- 1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

College Album

Library Photo
Search
Search Result

1 Type

Acc Prefix

Function Name

Photo Code

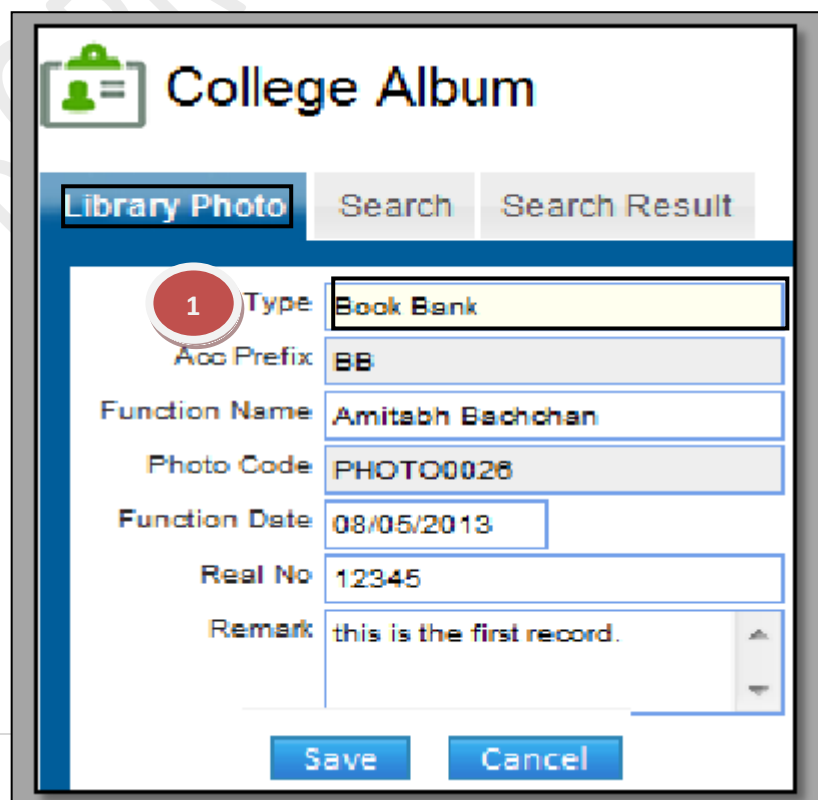
Function Date

Real No



How to assign a unique accession number to each Album?

- 1.1) You can assign accession number to the Album at the time of new entry or after searching that book from the database.
- 1.2) After searching the Album click on the “Allot Accession” button and a new window will be open with mandatory fields with red.
- 1.3) Now fill all the required fields and click on the “Save” button.



College Album	
Library Photo	Search Search Result
1 Type	Book Bank
Acc Prefix	BB
Function Name	Amitabh Bachchan
Photo Code	PHOTO0026
Function Date	08/05/2013
Real No	12345
Remark	this is the first record.
Save Cancel	

Library Accessioning

Type: Journal **Harvard Business Review**

Acc Prefix: JOU **Type: 10U000001**

Accession No: 2 No of Copy:

Edition: Cupboard No:

Publication Year: Shelf No:

Vendor: Pages:

Rate: Coll No C-:

Bill Date: 27/07/2013

Cupboard Alias:

Shelf Alias:

Book No:

Status: Available

Issue No:

No of Mag: Subscription No:

Item with CD Pick Collection No Automatically Autofill

S.N	CupBoard	Status	Type	CupBoard	Shelf No	Supplier

3

2

How to find the location of the particular Item?

When you need to find out the location of the particular item then just fill the details of the book and then click on the content location button.

- 1.1) Click on "Content Location" button.
- 1.2) Fill in the mandatory fields required in the form.
- 1.3) Click on the "Save" button.

1

New Entry

Edit

Delete

Allot Accession

Content Location

Remark Entry

Library Items Content Location

S.No	Content Name	Location
1		

Save

3

7.17) Magazine Letter Entry:

Purpose: To Maintain the magazine details of the library.

Procedure:

How to add a new magazine letter details in the database of Library?

1.1) Go to the “**Library module**”

1.2) Select the “**Magazine letter Entry form.**”

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.

The screenshot displays the SIMWEB Library Module interface. At the top, there are three navigation tabs: SIMWEB, LIBRARY MODULE, and MAGAZINE LETTER ENTRY FORM. Below these is a menu with options: Employee, Fee, Hostel, Inventory, Library, and Mess. The 'Library' menu is selected, and a list of options is shown, including 'Magazine/Journal letter Entry'. A red circle '1' highlights the 'Library' menu, and a red circle '2' highlights the 'Magazine/Journal letter Entry' option. Below the menu is a 'New Entry' button, which is highlighted with a red circle '3'. Below the 'New Entry' button are several other buttons: Save, Delete, Allot Accession, and Content Location. Below the buttons is a form titled 'Magazine/Journal letter Master'. The form has two tabs: 'Magazine Letter Entry' and 'SearchResult'. The 'Magazine Letter Entry' tab is active, and it contains several input fields: Item Type, Language, Title, Sub Title, Mobile (+91), Website, Address, Acc Prefix, ISBN, Publisher, Editor, E-mail, Fax, and Remark. A red circle '4' highlights the 'Save' button at the bottom of the form.

How to edit and change previous record?

1.1) In Case, you know details of Magazine just enter the details in the specific field here for example we take (item type field) and select journal.

1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

The screenshot shows the 'Magazine/Journal letter Master' form. The form has two tabs: 'Magazine Letter Entry' and 'SearchResult'. The 'Magazine Letter Entry' tab is active, and it contains several input fields: Item Type, Language, Title, Sub Title, Mobile (+91), Website, Address, Acc Prefix, ISBN, Publisher, Editor, E-mail, Fax, and Remark. The 'Save' button is highlighted.



How to assign a unique accession number to each Album?

- 1.1) You can assign accession number to the magazine at the time of new entry or after searching that book from the database.
- 1.2) after searching the Album click on the “Allot Accession” button and a new window will be open with mandatory fields with red.
- 1.3) Now fill all the required fields and click on the “Save” button.

Magazine/Journal letter Master

1

Magazine Letter Entry

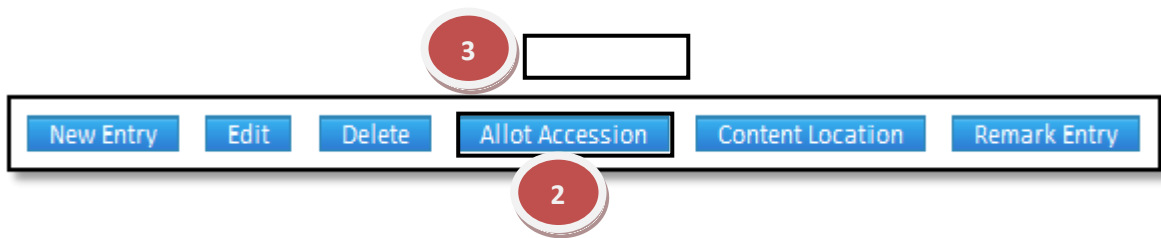
Search

SearchResult

<table style="width: 100%; border-collapse: collapse;"> <tr><td style="border-bottom: 1px solid #ccc;">Item Type</td><td style="border-bottom: 1px solid #ccc;">Journal</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Language</td><td style="border-bottom: 1px solid #ccc;">English</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Title</td><td style="border-bottom: 1px solid #ccc;">Harvard Business Review</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Sub Title</td><td style="border-bottom: 1px solid #ccc;">HBR</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Mobile +91</td><td style="border-bottom: 1px solid #ccc;">9811477369</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Website</td><td style="border-bottom: 1px solid #ccc;">www.hbr.org</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Address</td><td style="border-bottom: 1px solid #ccc;"></td></tr> </table>	Item Type	Journal	Language	English	Title	Harvard Business Review	Sub Title	HBR	Mobile +91	9811477369	Website	www.hbr.org	Address		<table style="width: 100%; border-collapse: collapse;"> <tr><td style="border-bottom: 1px solid #ccc;">Acc Prefix</td><td style="border-bottom: 1px solid #ccc;">JOU</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">ISBN</td><td style="border-bottom: 1px solid #ccc;"></td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Publisher</td><td style="border-bottom: 1px solid #ccc;">ABES Engg. College</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Editor</td><td style="border-bottom: 1px solid #ccc;">rahul</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">E-mail</td><td style="border-bottom: 1px solid #ccc;">hbr@gmail.com</td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Fax</td><td style="border-bottom: 1px solid #ccc;"></td></tr> <tr><td style="border-bottom: 1px solid #ccc;">Remark</td><td style="border-bottom: 1px solid #ccc;">abodef</td></tr> </table>	Acc Prefix	JOU	ISBN		Publisher	ABES Engg. College	Editor	rahul	E-mail	hbr@gmail.com	Fax		Remark	abodef
Item Type	Journal																												
Language	English																												
Title	Harvard Business Review																												
Sub Title	HBR																												
Mobile +91	9811477369																												
Website	www.hbr.org																												
Address																													
Acc Prefix	JOU																												
ISBN																													
Publisher	ABES Engg. College																												
Editor	rahul																												
E-mail	hbr@gmail.com																												
Fax																													
Remark	abodef																												

Library Accessioning

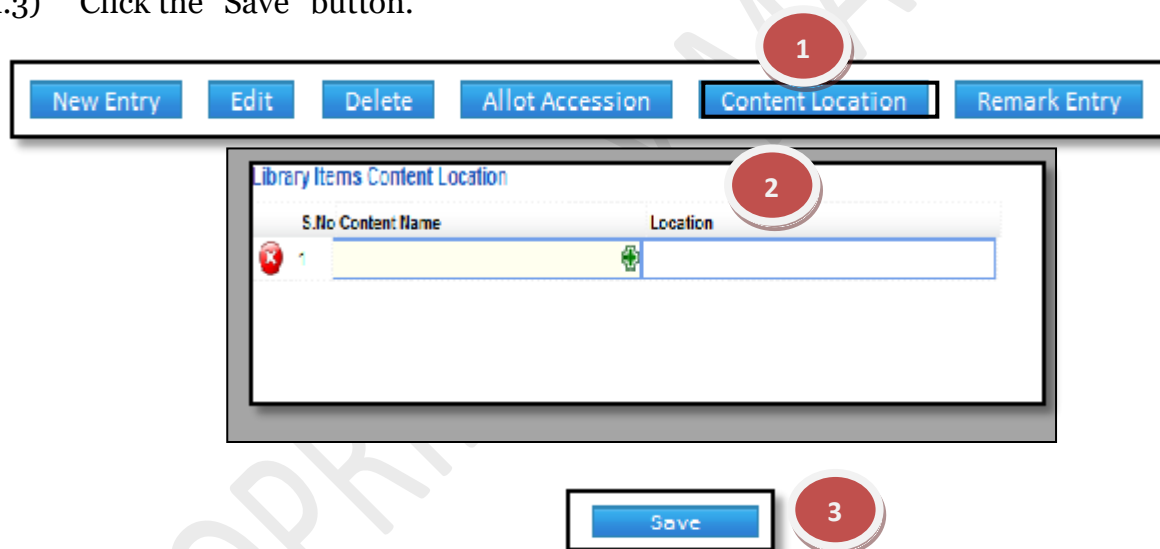
Type	Journal	Harvard Business Review		
Acc Prefix	JOU	Type: JOU000001		
Accession No	2	No of Copy		Bill Date
Edition		Cupboard No		27/07/2013
Publication Year		Shelf No		15
Vendor		Pages		Cupboard Alias
Rate		Coll No (-)		Shelf Alias
				Book No
				Status
				Available



How to find the location of the particular Item?

When you need to find out the location of the particular item then just fill the details of the book and then click on the content location button.

- 1.1) Click on “Content Location” button.
- 1.2) Fill in the mandatory fields required in the form.
- 1.3) Click the “Save” button.



7.17) Newspaper Daily Entry:

Purpose: To Maintain the Record of newspapers.

Procedure:

How to add a new News Paper details in the database of Library?

- 1.1) Go to “**Library module**”
- 1.2) Select the “**News paper Entry form.**”
- 1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill the mandatory fields and click on the “Save” button.

1

Employee Fee Hostel Inventory **Library** Mess

Quick Links

- Book Reservation
- Fine Receipt
- Fine Waived
- Issue/Return
- Magazine/Journal Daily Entry
- Member Registration
- News Paper Daily Entry
- Online Public Access Catalog (OPAC)
- Purchase Register

Transactional Populate

- Book Binding
- Accession Register
- Book Entry
- CD/DVD Entry
- College Album
- College Publication
- Magazine/Journal letter
- News Paper Entry**
- Project Report

2

News Paper Entry

News Paper Master Search Search Result:

Item Type Acc Prefix:

Language Name

Address

Sub Title Phone

Email Website

Remark

4

Save Cancel

Day Name	Amount (INR)
<input type="checkbox"/> Sunday	0
<input type="checkbox"/> Monday	0
<input type="checkbox"/> Tuesday	0
<input type="checkbox"/> Wednesday	0
<input type="checkbox"/> Thursday	0
<input type="checkbox"/> Friday	0
<input type="checkbox"/> Saturday	0

New Entry Edit Delete Allot Accession Content Location Remark Entry

3

How to edit and change previous record?

1.1) In Case, you know details of News Paper just enter the details in the specific field, here for e.g we take (item type field) Newspaper.

1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

News Paper Entry

News Paper Master Search Search Result

Item Type: News Paper Acc Prefix: NP
 Language: English Name: Times Of India
 Address: fghjgjh
 Sub Title: Phone:
 Email: Website:
 Remark:

Day Name	Amount (INR)
<input checked="" type="checkbox"/> Sunday	5
<input checked="" type="checkbox"/> Monday	3
<input checked="" type="checkbox"/> Tuesday	3
<input checked="" type="checkbox"/> Wednesday	3
<input checked="" type="checkbox"/> Thursday	3
<input checked="" type="checkbox"/> Friday	3
<input checked="" type="checkbox"/> Saturday	3

Save Cancel

New Entry Edit Delete Allot Accession Content Location Remark Entry

How to assign a unique accession number to each Album?

1.1) You can assign accession number to the magazine at the time of new entry or after searching that book from the database.

1.2) After searching the Album click on the “Allot Accession” button and a new window will be open with mandatory fields with red.

1.3) Now fill all the required fields and click on the” Save” button

News Paper Entry

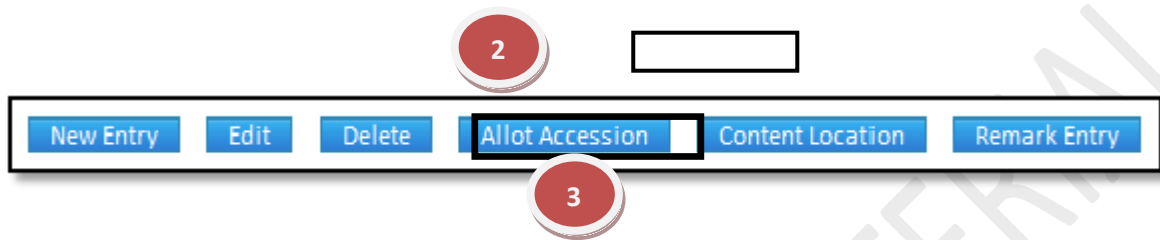
News Paper Master Search Search Result

Item Type: Language: Address: Sub Title: Phone: Email: Website: Remark:

Acc Prefix: Name:

Day Name	Amount (INR)
<input type="checkbox"/> Sunday	0
<input type="checkbox"/> Monday	0
<input type="checkbox"/> Tuesday	0
<input type="checkbox"/> Wednesday	0
<input type="checkbox"/> Thursday	0
<input type="checkbox"/> Friday	0
<input type="checkbox"/> Saturday	0

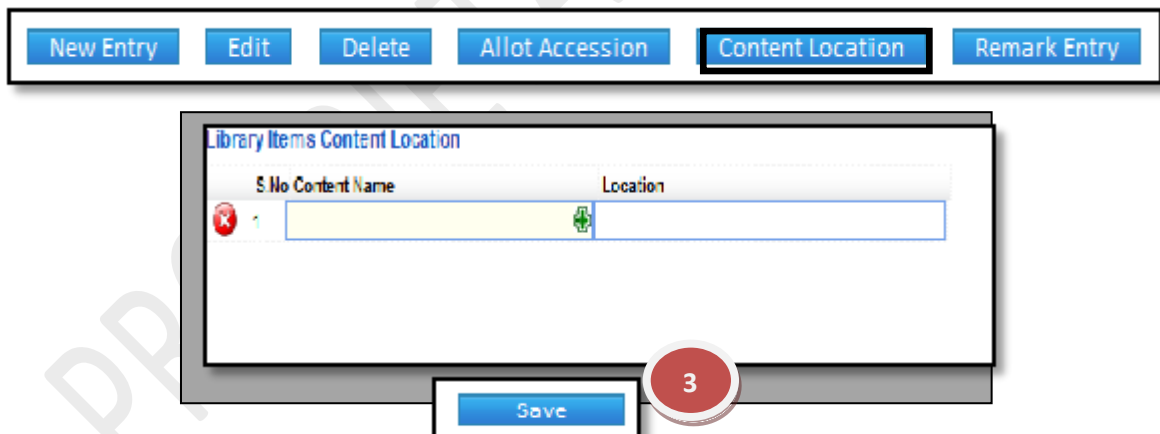
Save Cancel



How to find the location of the particular Item?

When you need to find out the location of the particular item then just fill the details of the book and then click on the content location button.

- 1.1) Click on "Content Location" button.
- 1.2) Fill in the mandatory fields required in the form.
- 1.3) Click on the "Save" button.



7.18) Project Report:

Purpose: To Maintain the Project Reports of the Students.

Procedure:

How to add a new Project Details in the database of Library?

1.1) Go to the “**Library module**”

1.2) Select the “**Project Report Entry form**”.

1.3) Click the “New Entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.

SIMWEB > LIBRARY MODULE > NEWSPAPER ENTRY FORM

Library Project Report

Library Project Report Search Search Result

Library Project Report

Item Type Acc Prefix Project Comp.
 Project Topic Guide Name Mobile
 Designation Submitted To Guide Qual.
 Subm. Date Email

Project Descrip.
 Address
 Remark

Library Project Detail

Admission No	Roll No	Name	College
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save Cancel Allot Accession Content Location

New Entry Edit Delete Allot Accession Content Location Remark Entry

How to

edit and change previous record?

1.1) In Case, you know details of the project just enter the details in the specific field, here for e.g we take (item type field) Special books.

1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data

Project Report

Library Project Report Search Search Result

Library Project Report

1 Item Type: Special books Acc Prefix: SD Project Compl.: Abes college of engineering
 Project Topic: Online leave management Guide Name: MrVashpal Mobile:
 Designation: Submitted To: Rahul Guide Qual.: Advanced Diploma in HR
 Subm. Date: 11/05/2015 Email:
 Project Descrip.: It is the process through employees can mark leaves online.
 Address:
 Remark: I have assigned

Library Project Detail

Admission No	Roll No	Name	College
2012CS001	1203210116	Sumit Kumar Pal	GU
2012CS002	1203210125	Swati Srivastava	GU

New Entry Edit Delete Allot Accession Content Location Remark Entry

2

2

How to assign a unique accession number to each Album?

1.1) You can assign accession number to the Project Report at the time of new entry or after searching that book from the database.

1.2) After searching the any Project Report click on the “Allot Accession” button and a new window will be open with mandatory fields with red.

1.3) Now fill all the required fields and click on the “Save” button.

7.18) Binder:

Purpose : To Create & Maintain the Binder Details.

Procedure:

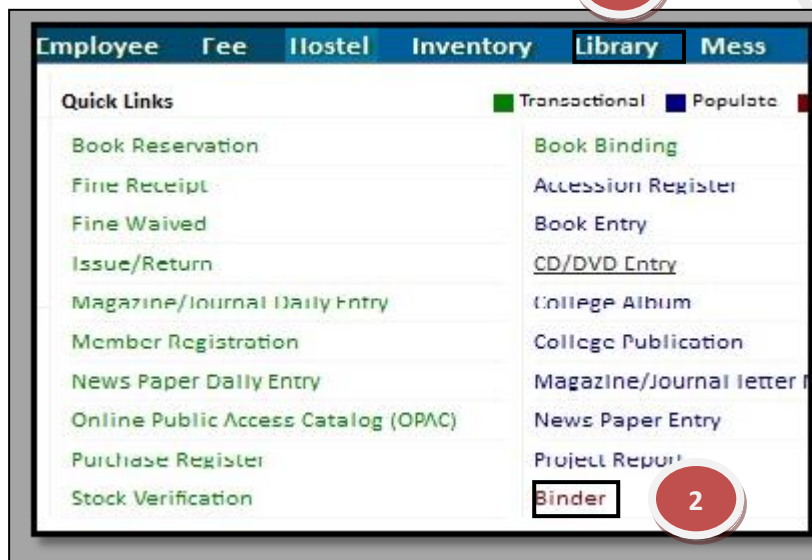
How to add a new Binder details in the database of Library?

1.1) Go to the “**Library module**”.

1.2) Select the “**Binder Entry form.**”

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.



How to edit and change previous record?

- 1.1) In Case, you know details of Binder just enter the details in the specific field .
- 1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

The screenshot displays the 'Binder' management interface. At the top, there is a 'Binder' header with a red circle containing the number '1' next to it. Below the header, there are tabs for 'Library Item Binder', 'Search', and 'Search Result'. The main form contains the following fields:

Binder Name	Srinagar Binder Name
Binder Address	Lal chowk srinagar
City	Srinagar(J&K)
Landline	0194258463
Mobile	+91 9999952369
Fax	
E-Mail	abcd@rediffmail.com
Website	www.srinagar.com

Below the form, there are two buttons: 'Save' and 'Cancel'. At the bottom of the interface, there are three buttons: 'New Entry', 'Edit', and 'Delete'. A red circle with the number '2' highlights the 'Edit' button.

7.19) Cupboard Shelf:

Purpose: To Maintain the Cupboard Shelf Details.

Procedure:

How to add a new Cupboard shelf details in the database of Library?

1.1) Go to the “**Library module**”.

1.2) Select the “**Cupboard Shelf Entry form**”.

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the save button.

How to edit and change record?

previous

1.1) In Case, you know details of Cupboard just enter the details in the specific fields which will give you option to edit the record.

1.2) Now you can make modification in the

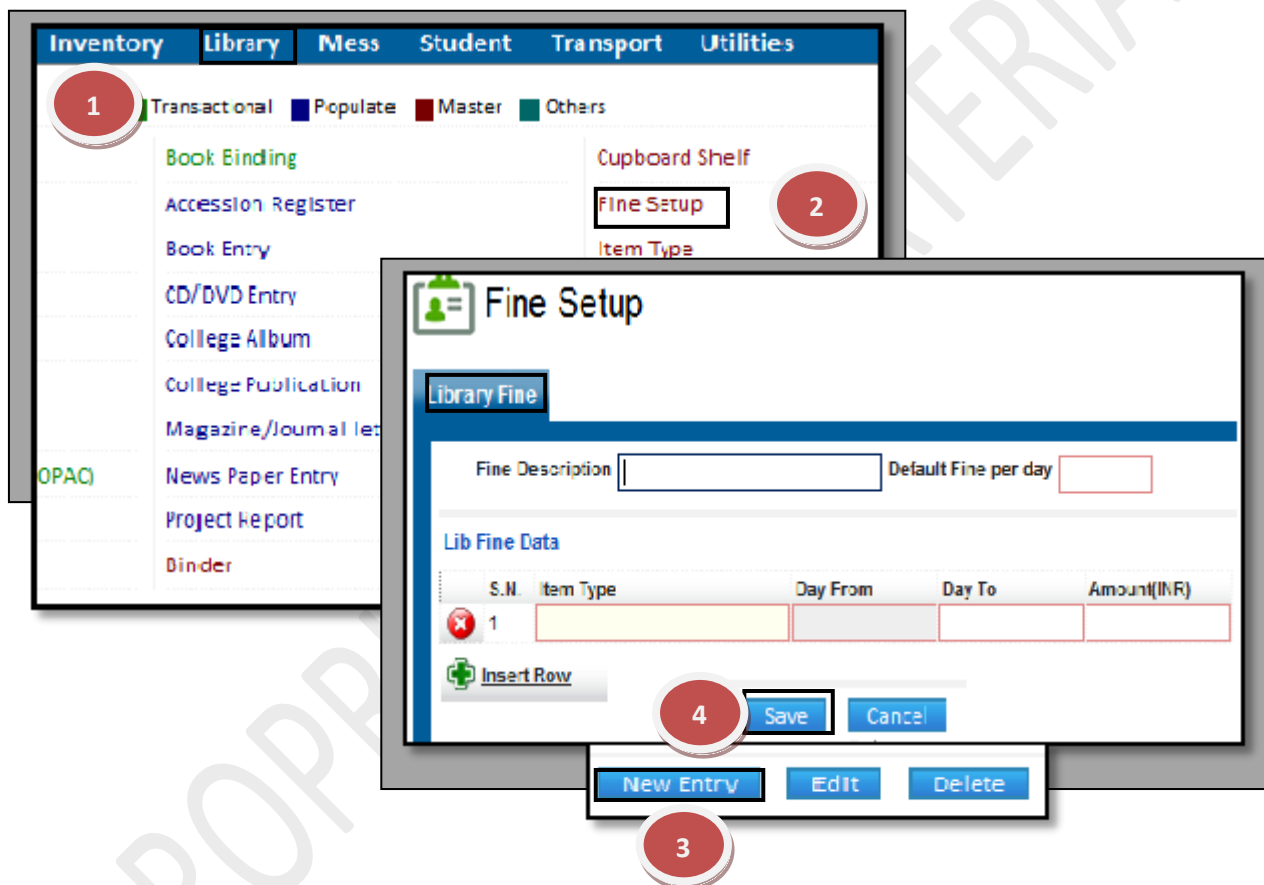


7.20) Fine Setup:

Purpose: To Create & Define Fine Policy.

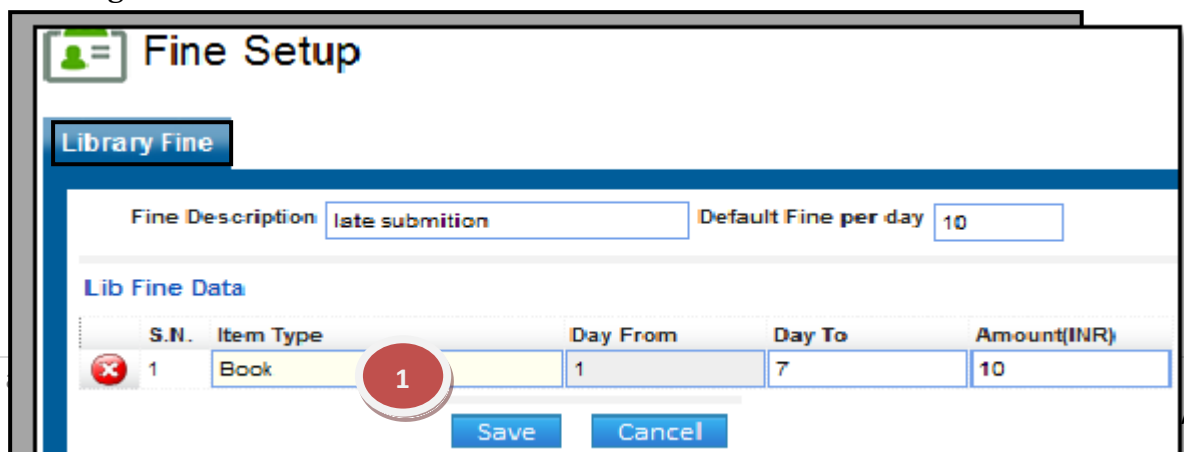
Procedure:

- 1.1) Go to the “**Library module**” .
- 1.2) Select the “**Fine setup Form.**”
- 1.3) Click the “New entry” button. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill in the details and click on the “Save” button.



How to edit and change previous record?

- 1.1) In Case, you know details of Cupboard just enter the details in the specific fields which will give you option to edit the record.
- 1.2) now you can make changes in the data, Click on “Edit” button to make any modification in the existing data





7.22) Item Type:

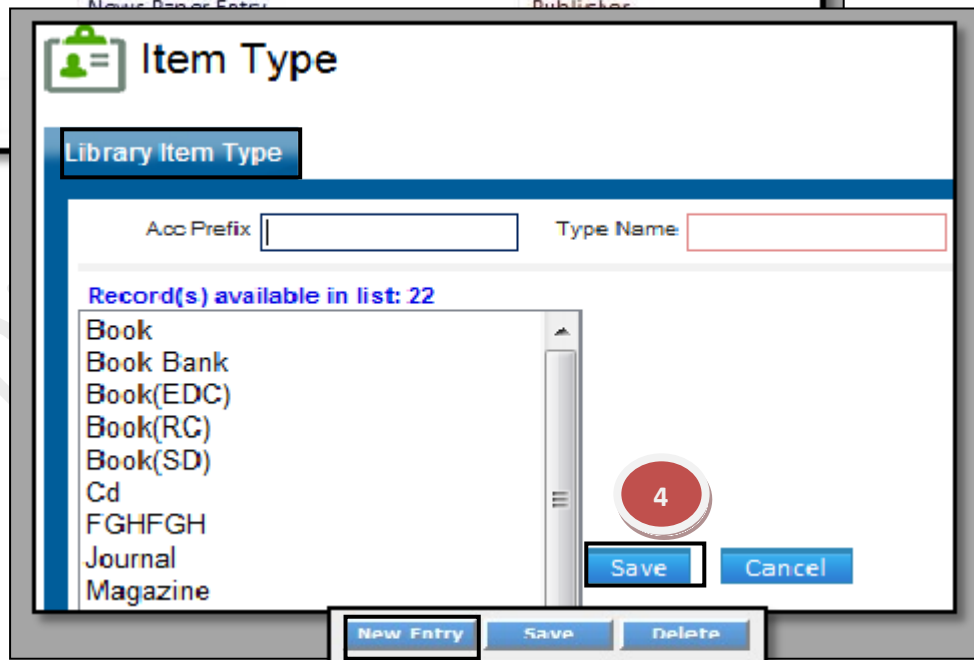
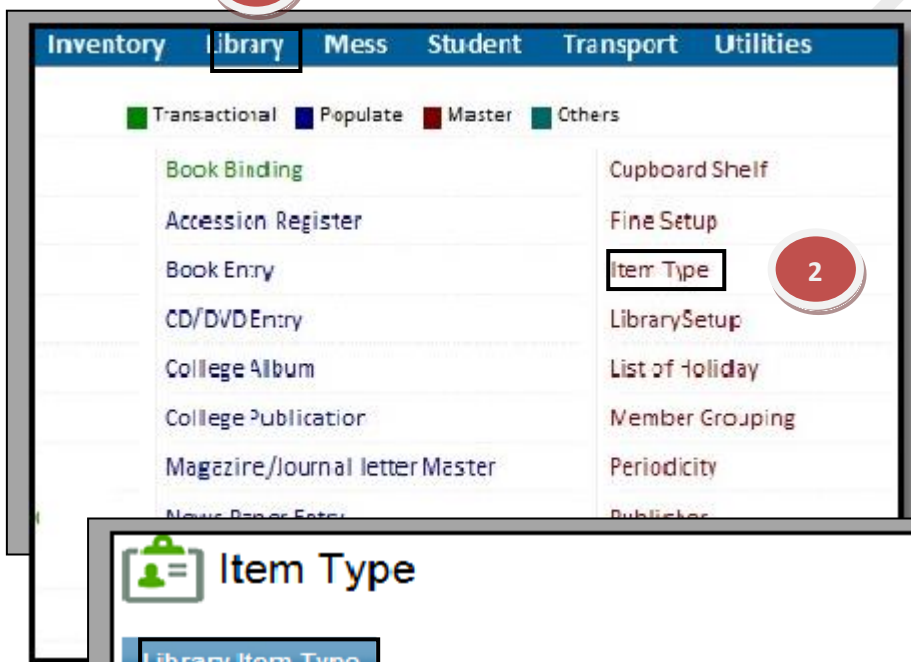
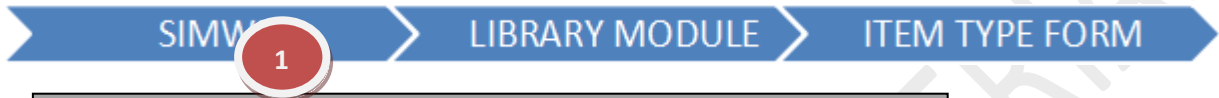
Purpose: To Create & Edit the Item Book Bank, CD, Magazine, Newspaper etc.

Type likes

Procedure:

How to add a new Item details in the database of Library?

- 1.1) Go to the “**Library module**”
- 1.2) Select the “**Item Type form.**”
- 1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill the mandatory fields and click on the “Save” button.



How to edit and change previous record?

1.1) In Case, you know details of Item (Acc Prefix or name) just enter the details in the specific field and fill the required fields.

1.2) now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

Item Type

Library Item Type

Acc Prefix: B.Arch R Type Name: B. Architecture Referend

Record(s) available in list: 23

- B. Architecture Reference
- D. Architecture
- B. Pharma
- B. Pharma Journal
- R Pharma Ref
- DP GIFT BOOK
- Employment News
- Foreign Journals
- Free Journal
- GIFT BOOK
- Journal of IFF

Save Cancel

New Entry Edit Delete

7.23) Member Grouping

Purpose: This form sets up rules and regulations for library members.

Procedure:

How to make a new Group master?

1.1) Go to the “**Library module**”.

1.2) Select the “**Member Grouping form.**”

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.

The screenshot illustrates the navigation process within the SIM software. At the top, a blue banner shows the path: SIM > LIBRARY MODULE > MEMBER GROUPING. Below this, the 'Library' module is selected, and the 'Member Grouping' option is highlighted in the menu. The 'Member Grouping' form is displayed with a 'Group Master' tab. The form contains several input fields with red outlines indicating mandatory fields: Group Name, Total Limits For Each Item(Issue), Item Fine(Lost), and Late Fine Policy. There are also search sections for 'S.N Item Type Day From Day To Amount(INR)' and 'S.N. Date From Date To'. At the bottom, there are buttons for 'New Entry', 'Edit', and 'Delete'. A red circle with the number '3' is placed over the 'New Entry' button, and another red circle with the number '4' is placed over the 'Save' button.

How to edit and change previous record?

1.1) In Case, you want to make changes in the already existing group name, click on the group name on the right hand side, Here for e.g. we have selected (New111) Group name.

1.2) Now you can make changes in the data, Click on “Edit button” to make any modification in the existing data.

Member Grouping

Group Master

Group Name: New111

Total Limits For Each Item(issue): 11

Item Fine(Last): 3 Times

Late Fine Policy: New111

S.N	Item Type	Day From	Day To	Amount(NR)
1	Book	1	365	2

Type Name	Limit	Max Days
<input checked="" type="checkbox"/> Book	1	1
<input type="checkbox"/> Book Bank		
<input type="checkbox"/> Book(UC)		
<input type="checkbox"/> Book(RC)		
<input type="checkbox"/> Book(SD)		
<input type="checkbox"/> Cd		
<input type="checkbox"/> FGHFGH		
<input type="checkbox"/> Journal		
<input type="checkbox"/> Magazine		
<input type="checkbox"/> Magazine Misc		

Record(s) available in:

- Bhavna
- Department: Library
- EC Lab
- Faculty
- Faculty(Special)
- M.Tech Student Management
- NEW STUDENT
- New111
- Staff
- Student
- student11
- Visiting Faculty

New Entry Edit Delete

7.24) List of Holidays:

Purpose: This form sets and maps the list of holidays in the library.

Procedure:

How to make the New Holiday list.

1.1) Go to the **“Library module”**.

1.2) Select the **“List of Holidays form.”**

1.3) Click the **“New entry”** Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

The screenshot illustrates the process of navigating to the 'List of Holidays' form in the SIMWEB Library Module. The interface is divided into three main sections: a navigation bar at the top, a module menu, and a form area.

- Navigation Bar:** Shows 'SIMWEB', 'LIBRARY MODULE', and 'LIST OF HOLIDAYS'. A red circle with the number '1' is placed over the 'LIBRARY MODULE' tab.
- Module Menu:** A dropdown menu is open, showing various options. 'List of Holiday' is highlighted with a red circle with the number '2'. Other options include 'Book Binding', 'Accession Register', 'Book Entry', 'CD/DVD Entry', 'College Album', 'College Publication', 'Magazine/Journal letter Master', 'News Paper Entry', 'Cupboard Shelf', 'Fine Setup', 'Item Type', 'Library Setup', 'Member Grouping', 'Periodicity', and 'Publisher'.
- List of Holiday Form:** The form is displayed with the following fields:
 - Holiday Name:** A text input field with a red outline.
 - Start Date:** A date input field with a red outline.
 - End Date:** A date input field with a red outline.
 - Apply On:** A dropdown menu set to 'All'.
 - Partial Applied On:** A section for additional options.
- Form Controls:** At the bottom of the form, there are buttons for 'Save' and 'Cancel'. A red circle with the number '4' is placed over the 'Save' button. Below the form, there is a row of buttons: 'New Entry', 'Edit', 'Delete', and 'Print'. A red circle with the number '3' is placed over the 'New Entry' button.

How to edit and change previous record.

1.1) In Case, you want to make changes in the already existing List of Holidays, click on the List on the right hand side, Here for example we have taken Global.

1.2) Now you can make changes in the data, Click on “Edit button” to make any modification in the existing data

The screenshot displays the 'List of Holiday' application interface. At the top, there is a navigation bar with 'Library Holiday', 'Search', and 'Search Result' tabs. Below this, the main form contains fields for 'Holiday Name' (Global), 'Start Date' (07/08/2013), 'End Date' (07/08/2013), and 'Apply On' (Partial). A 'Partial Applied On' table shows one entry for 'GU' in the '2012-2013' session for the 'B.Tech. (CS)' course. To the right, an 'Existing Holidays' table lists various holidays, with 'Global' highlighted. At the bottom, a navigation bar includes 'New Entry', 'Edit', 'Delete', and 'Print' buttons, with the 'Edit' button highlighted.

S.No.	Holiday Name	Start Date	End Date
1	Global	07/08/2013	07/08/2013
2	Special Holiday	15/05/2013	31/05/2013
3	Library closed due to strike	11/05/2013	11/05/2013
4	odd saturday	16/02/2013	16/02/2013
5	republic day	25/01/2013	27/01/2013
6	Bhim Rao	06/12/2012	06/12/2012
7	Genera and diwal	03/11/2012	17/11/2012
8	Holidays	20/10/2012	28/10/2012

College	Session	Course
GU	2012-2013	B.Tech. (CS)

7.25) Library Setup:

Purpose: This form has three setups Working setup, User setup and circulation (Issue/Return) setup.

Procedure:

How to form setups in the library.

1.1) Go to the “**Library module**”.

1.2) Select the “**Library setup form.**”

1.3) Click the “New entry” button.

1.4) Fill the conditions by clicking on checkboxes for working setup and click on “Save”.

1.5) Click the “New Entry” button.

1.6) Set the time limit for circulation setup (Issue/return) setup and click on “Save”.

1.7) Select the user and define the rights for both group and item type.

1.8) Fill the mandatory fields and click on the “Save” button.

The screenshot illustrates the navigation and setup process in the SIMWEB system. The top navigation bar shows the path: SIMWEB > LIBRARY MODULE (1) > LIBRARY SETUP. The main menu includes Inventory, Library, Mess, Student, Transport, and Utilities. The Library menu is expanded, showing options like Book Binding, Accession Register, Book Entry, CD/DVD Entry, College Album, College Publication, Magazine/Journal letter Master, News Paper Entry, Project Report, and Binder. The Library Setup form is highlighted with a red circle (2). The form contains a list of checkboxes for various settings, such as 'Print Issue Slip directly to printer without preview', 'Item with same title and volume can be issued', 'No confirmation message should be in Issue/Return', 'Blank the Acc No and Member Code fields after circulation', 'Do not Issue the latest Accession No available in the library', 'Circulation of library should be on Active Member(s) only', 'Do not issue same item on same day to same member', 'Do not issue same Acc No on same day to same member', 'Do not issue items to members if he has library fine due', 'Calculate Fine only for Working days', 'Activate Library Booking System', and 'Maximum fine limit would be no of times of item price'. At the bottom of the form are 'New Entry' (3) and 'Save' (4) buttons.

Issue with Day/Time

Day	Issue	From	To
Sunday	Yes	00:00	23:59
Monday	Yes	00:00	23:59
Tuesday	Yes	00:00	23:59
Wednesday	Yes	00:00	23:59
Thursday	Yes	00:00	23:59
Friday	Yes	00:00	23:59
Saturday	Yes	00:00	23:59

Apply above SetUp to Return also

Return with Day/Time

Day	Return	From	To
Sunday	Yes	00:00	23:59
Monday	Yes	00:00	23:59
Tuesday	Yes	00:00	23:59
Wednesday	Yes	00:00	23:59
Thursday	Yes	00:00	23:59
Friday	Yes	00:00	23:59
Saturday	Yes	00:00	23:59

Apply above SetUp to Issue also

New Entry

Save

5

6

User Name:

Item Type

- TEXT BOOK
- B. Architecture Reference
- B. Architecture
- B. Pharma
- B. Pharma journal
- B. Pharma Ref.
- BP GIFT BOOK
- Employment News
- Foreign Journals
- Free Journal

Group

- STUDENT
- B.Tech.1st Year
- BP Student
- BPEmployee
- Dept Library
- DEPTT LIB(CS)
- DEPTT LIB(EC)
- DEPTT LIB(EE)
- DEPTT LIB(IT)
- DEPTT LIB(MBA)

User Rights On Issue/Return Item Type Save User Rights

New Entry

Save

7

8

7.26) Periodicity:

Purpose: To check the availability of the Newspapers/Magazines in the library.

Procedure:

How to add the Periodic details of Newspapers.

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**Library periodicity form**”.
- 1.3) Click the “New entry” button.
- 1.4) Fill the mandatory fields and click on the “Save” button.

The screenshot illustrates the navigation path to the Periodicity form. The path is SIMS > LIBRARY MODULE > PERIODICITY. The LIBRARY MODULE menu is open, showing various options, with 'Periodicity' highlighted. The Periodicity form is displayed, showing a list of records with 'Employment News' selected. The 'New Entry' button is highlighted.

1

2

3

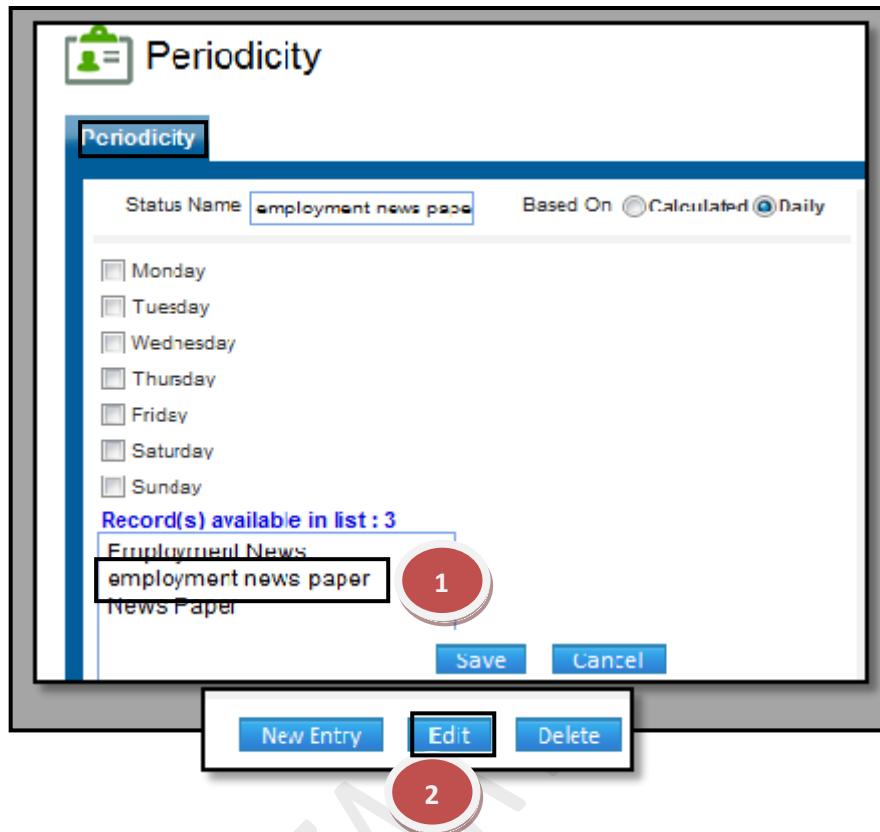
4

PROPRIETARY

How to edit and change previous record.

1.1) In Case, you want to make changes in the already existing Periodicity, click on the List Below, Here for example we have taken Employment Newspaper.

1.2) now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.



7.27) Publisher:

Purpose: To Create & Maintain the Publisher Details.

Procedure:

How to add a new Publisher details in the database of Library?

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**Publisher letter Entry form.**”
- 1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill the mandatory fields and click on the “Save” button.

The screenshot illustrates the steps to add a new publisher entry in the SIMWEB Library Module. The interface is divided into three main sections: the navigation bar, the menu, and the form.

Navigation Bar: Shows 'SIMWEB', 'LIBRARY MODULE', and 'PUBLISHER FORM'. A red circle with the number '1' is placed over the 'LIBRARY MODULE' tab.

Menu: The 'Library' menu is open, displaying a list of options. The 'Publisher' option is highlighted with a red box and a red circle with the number '2'.

Publisher Form: The form is titled 'Publisher' and contains the following fields:

- Publisher Name
- Publisher Addr.
- City
- Landline
- Mobile +91
- Fax
- E-mail
- Website

 The 'City' field is highlighted in yellow. At the bottom of the form, there are 'Save' and 'Cancel' buttons. A red circle with the number '4' is placed over the 'Save' button.

Buttons: At the bottom of the page, there are three buttons: 'New Entry', 'Save', and 'Delete'. A red circle with the number '3' is placed over the 'New Entry' button.

How to edit and change previous record?

1.1) In Case, you know details of Publisher just enter the details in the specific field like here we have taken publisher name

1.2) Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

Publisher

Library Publisher Search Search Result

Publisher Name A.B. Publication

Publisher Addr. New Delhi

City NEW DELHI

Landline

Mobile +91

Fax

E-mail

Website

New Entry Edit Delete

1

2

7.28) Subject:

Purpose: To Create & Maintain the Subject Names & Subject Code for the library purposes Only.

Procedure:

How to add a new Subject details in the database of Library?

1.1) Go to the “**Library module**”.

1.2) Select the “**Subject form.**”

1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.

1.4) Fill the mandatory fields and click on the “Save” button.

The image illustrates the steps to access the Subject form in the SIMV LIBRARY MODULE. A navigation bar at the top shows the path: SIMV > LIBRARY MODULE > SUBJECT FORM. A red circle with the number '1' highlights the 'LIBRARY MODULE' step.

The main interface shows a menu with the following options: Inventory, **Library**, Mess, Student, Transport, Utilities. Below the menu, there are four categories: Transactional (green), Populate (blue), Master (red), and Others (teal). The 'Subject' option is highlighted with a red circle and the number '2'.

The 'Subject' form is displayed, showing a 'Subject' tab. It includes fields for 'Sub Code' and 'Sub Name'. Below these fields, there is a list of subjects with a search bar. The list contains the following items: Accounting, ANKITA (ANKITA), Architecture, asaaaaa (aaaaaaaaaaaaaaaa), Astrology, Basic Electrical & Electronics (Ecs-053), Biology (ABc), Business, Chanakya Neeti (CN-111), Chemical Engineering, CMI Engineering (), Communication (ACd), Computer Science (ASDF), Dictionary. At the bottom of the form, there are buttons for 'Save', 'Cancel', and 'Print'.

At the bottom of the page, there is a 'New Entry' button highlighted with a red circle and the number '3', along with 'Save', 'Delete', and 'Print' buttons.

How to edit and change previous record?

1.1) In Case, you know details of Subject click on the box below, for e.g here we have taken ankita as subject

1.2 Now you can make changes in the data, Click on “Edit” button to make any modification in the existing data.

The screenshot displays a web application interface for managing subjects. At the top, there is a header with a green icon of three people and the title "Subject". Below the header, there is a sub-header "Subject" in a blue box. The main area contains two input fields: "Sub Code" with the value "ANKITA" and "Sub Name" with the value "ANKITA". Below these fields, there is a text label "Record(s) Available In List : 47" followed by a small input field. A list of subjects is displayed in a scrollable area, with "ANKITA (ANKITA)" selected and highlighted in blue. The list includes: Architecture, asaaaaa (aaaaaaaaaaaaa), Astrology, Basic Electrical & Electronics (Ecs-053), Biology (ABc), Business, Chanakya Neeti (CN-111), Chemical Engineering, Civil Engineering (), Communication (ACd), Computer Science (ASDDF), Dictionary, and Directory111 (weqe). Below the list, there are three buttons: "Save", "Cancel", and "Print". At the bottom of the interface, there are four buttons: "New Entry", "Edit", "Delete", and "Print". A red circle with the number "1" is placed over the "ANKITA (ANKITA)" entry in the list, and another red circle with the number "2" is placed over the "Edit" button.

7.29) Supplier:

Purpose: To Create & Maintain the Supplier Details.

Procedure:

How to add a new Supplier details in the database of Library?

- 1.1) Go to the “**Library module**”.
- 1.2) Select the “**Supplier Entry form**”.
- 1.3) Click the “New entry” Button at the bottom of the page. This will give a Blank form with Mandatory Fields with Red Outlines.
- 1.4) Fill the mandatory fields and click on the “Save” button.

The image shows a sequence of steps to access the Supplier Entry form in the SIMWEB Library Module. At the top, a navigation bar contains 'SIMWEB', 'LIBRARY MODULE', and 'SUPPLIER FORM'. A red circle with the number '1' is placed over the 'LIBRARY MODULE' button. Below this is a screenshot of the Library Module menu with 'Library' selected. A red circle with the number '2' is placed over the 'Supplier' option in the 'Subject' list. Below that is a screenshot of the 'Supplier' form with 'Library Supplier' selected. A red circle with the number '3' is placed over the 'New Entry' button at the bottom. A red circle with the number '4' is placed over the 'Save' button. The form fields include Supplier Name, Supplier Address, City, Landline, Mobile (+91), Fax, E-mail, and Website. A 'PROPRIETARY' watermark is visible across the screenshots.

How to edit and change previous record?

1.1) In Case, you know details of Supplier just enter the details in the specific field , for e.g here we enter the supplier name field box.

1.2) Now you can make changes in the data, Click on “Edit button” to make any modification in the existing data.

Supplier

Library Supplier Search Result

1

Supplier Name	kashmir publishers
Supplier Address	chappergund nunar ganderbal
City	Srinagar(J&K)
Landline	01942589742
Mobile	+91 9419121589
Fax	
E-mail	abod@rediffmail.com
Website	www.kashmir.com

Save Cancel

New Entry Edit Delete

2

PROPRIETARY

PROPRIETARY MATERIAL