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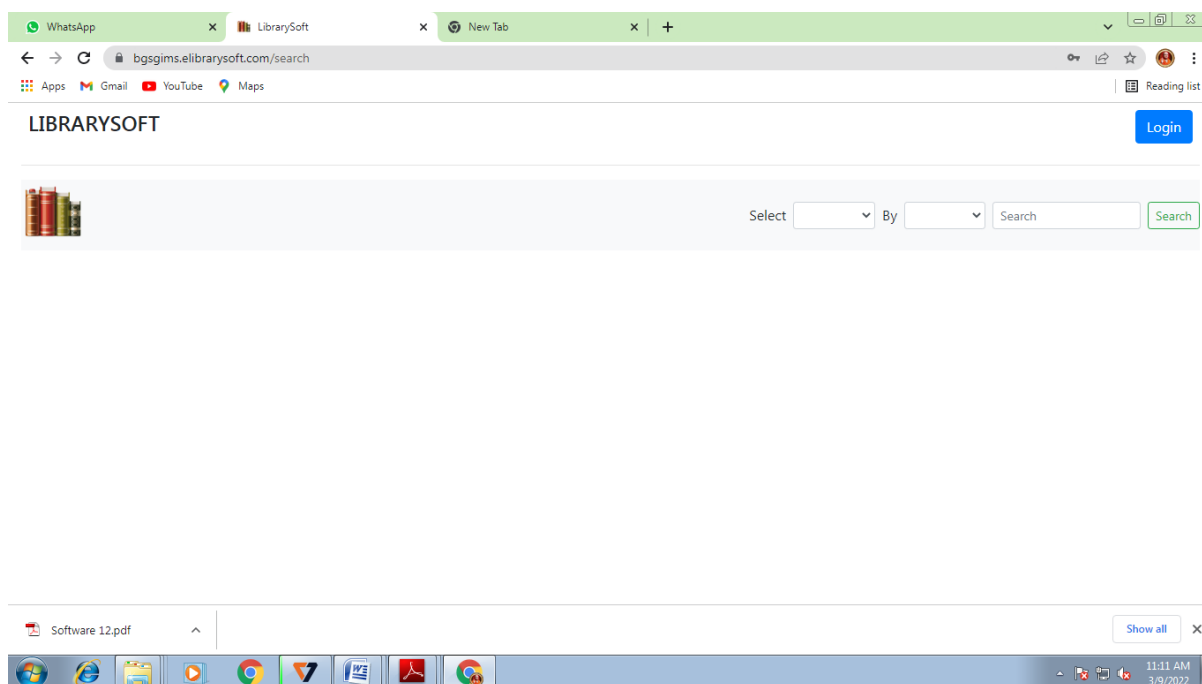
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### Chapter 1: Registration

#### 1. Registration:

This is an important module that deals with the information about your institution and registration details. The details should be entered here, the first time when the LIBRARYSOFT Software is purchased by your library.



## Chapter 2: Catalogue and Accessioning

### 2.1 CATALOGUE AND ACCESSIONING:

Being one of the most important features, it is a key to the resources of a library. This module will allow you to efficiently enter the catalogue and accession details of both book as well as non book materials. It also provides you the ability to transfer data, import data from text and excel sheets, stock verification, catalogue card generation, customized and statistical reports, extensive search facility etc.

The screenshot shows the LibrarySoft application interface. The top navigation bar includes links for WhatsApp, LibrarySoft, and a plus sign. The address bar shows the URL [bgsigms.elibrarysoft.com/app/menus](http://bgsigms.elibrarysoft.com/app/menus). The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification, Books Catalog (highlighted), Journal Catalog, CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The main content area is titled "Books Catalog" and contains a form with three input fields: "ACC No/Barcode", "Book Title", and "Book Author". To the right of these fields are two buttons: "Search" (blue) and "New" (green). The top of the page features the BGS Global Institute of Medical Sciences & Hospital logo and contact information.

This screenshot shows the same LibrarySoft application interface, but with a more detailed "Books Catalog" form. The left sidebar menu is identical to the previous screenshot. The form fields are organized into four columns:

- Column 1:** ACC No/Barcode\*, Indian Rs.\*, Currency, Bill No, Book Type\* (dropdown), Subject\* (dropdown).
- Column 2:** ISBN No\*, FGN Price, Track Code\*, Bill Date, Book Status\* (dropdown).
- Column 3:** Book Title\*, Publisher Name\*, Edition, Pre.Pages, PO No.
- Column 4:** Book Author\*, Vendor, Edition Year, Pages, PO Date.

Each field is represented by an input box or a dropdown menu. A tooltip "Please fill out this field." is visible over the "Vendor" field. The top navigation bar and address bar are the same as in the previous screenshot.

## 2.2 CD DVD Catalogue:

The screenshot shows the 'CD Catalog' form within the LibrarySoft application. The form is titled 'CD Catalog' and is located on the right side of the application window. The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification, Books Catalog, Journal Catalog, CD/DVD Catalog (highlighted in blue), Print Barcodes, Billing, and Reports. The form fields are as follows:

- CD/DVD/Barcode No\***: Text input field.
- Date\***: Text input field.
- Author Name\***: Text input field.
- Title\***: Text input field.
- Year\***: Text input field.
- Price\***: Text input field.
- Bill No**: Text input field.
- Bill Date**: Text input field.
- Department\***: Text input field.
- Status\***: Text input field.
- Notes**: Text area.

At the bottom right of the form, there is a 'Show all' button. The application window also shows a taskbar with various icons and a system clock indicating 11:10 AM on 3/9/2022.

## 2.3 Stock Verification:

Stock Verification is the process, through which we can verify all the stocks that are present in the library, according to their accession numbers. This is an important function that will help in reducing the burden of keeping a track about the library stock.

The screenshot shows the 'Stock Verification' form within the LibrarySoft application. The form is titled 'Stock Verification' and is located on the right side of the application window. The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification (highlighted in blue), Books Catalog, Journal Catalog, CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The form fields are as follows:

- Audit Number**: Text input field.
- Search**: Button.
- New**: Button.

Below the input fields, there is a table with the following columns: Audit Number, Audit Date, Status, and Reports. The table is currently empty. The application window also shows a taskbar with various icons and a system clock indicating 10:18 AM on 3/9/2022.

## Chapter 3: Members

### Members:

This module helps in maintaining a systematic and detailed record about all types of member information including the photograph specimen of the respective member.

The screenshot shows a web browser window with the URL [bgsgims.elibrarysoft.com/app/menus](http://bgsgims.elibrarysoft.com/app/menus). The page header includes the BGS Global Institute of Medical Sciences & Hospital logo and contact information. The main content area is titled "Registration" and contains a form with two input fields: "Card Id/Barcode" and "First Name". There are "Search" and "New" buttons next to the "First Name" field. A sidebar on the left lists various menu items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification, Books Catalog, Journal Catalog, CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The Windows taskbar at the bottom shows the time as 10:17 AM on 3/9/2022.

The screenshot shows the same website as the previous one, but with a more detailed "Registration" form. The form includes the following fields: "Registration Type\*" (a dropdown menu), "Card Id/Barcode\*", "First Name\*", "Last Name\*" (with a placeholder "Please fill out this field."), "Batch\*" (a dropdown menu), "Date of Birth\*", "Email\*", "Department\*" (a dropdown menu), "Cellphone\*", "Gender\*" (a dropdown menu), "Course Id", "Rollno", "Address\*", and "Status\*" (a dropdown menu). There are "Show all" and "X" buttons at the bottom right of the form. The Windows taskbar at the bottom shows the time as 11:08 AM on 3/9/2022.

## Chapter 4: Journals / Periodicals

### Journals / Periodicals:

Periodicals are different types of journals, magazines, etc. that comes in a definite time period. Effective management and tracking of these kinds of items can be done in a very comprehensive way by using the Periodicals module.

The screenshot shows the 'Journal Entry' form within the LibrarySoft application. The browser address bar displays 'bgsigms.elibrarysoft.com/app/menus'. The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry (highlighted), Stock Verification, Books Catalog, Journal Catalog, CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The main content area is titled 'Journal Entry' and features two input fields: 'P-ISSN' and 'Barcode'. A blue 'Search' button is positioned to the right of the 'Barcode' field. The top of the application window includes the BGS Global Institute of Medical Sciences & Hospital logo and contact information.

The screenshot shows the 'Journals Catalog' form within the LibrarySoft application. The browser address bar displays 'bgsigms.elibrarysoft.com/app/menus'. The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification, Books Catalog, Journal Catalog (highlighted), CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The main content area is titled 'Journals Catalog' and features two input fields: 'P-ISSN' and 'Title'. A blue 'Search' button and a green 'New' button are positioned to the right of the 'Title' field. The top of the application window includes the BGS Global Institute of Medical Sciences & Hospital logo and contact information.

The screenshot shows the 'Journals Catalog' form in the LibrarySoft application. The form is divided into several sections for data entry:

- Barcode\***: A text input field.
- P-ISSN\***: A text input field.
- Journal Type\***: A dropdown menu.
- Publisher Name\***: A text input field.
- E-ISSN\***: A text input field.
- Title\***: A text input field.
- Vendor**: A text input field.
- PO No**: A text input field.
- Price\***: A text input field.
- Periodicity**: A text input field.
- Volume No**: A text input field.
- PO Date**: A text input field.
- DD/Cheque No.**: A text input field.
- DD/Cheque Date.**: A text input field.
- Month**: A dropdown menu.
- Year**: A dropdown menu.
- Issue No**: A text input field.
- Status\***: A dropdown menu.
- Notes**: A large text area for additional information.

The left sidebar contains a menu with the following items: Registration, Issue Books, Receive Books, Journal Entry, Stock Verification, Books Catalog, **Journal Catalog** (highlighted), CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The top of the browser window shows the address bar with 'bgsgims.elibrarysoft.com/app/menus' and a taskbar at the bottom with various application icons.

## Chapter 5: Circulation

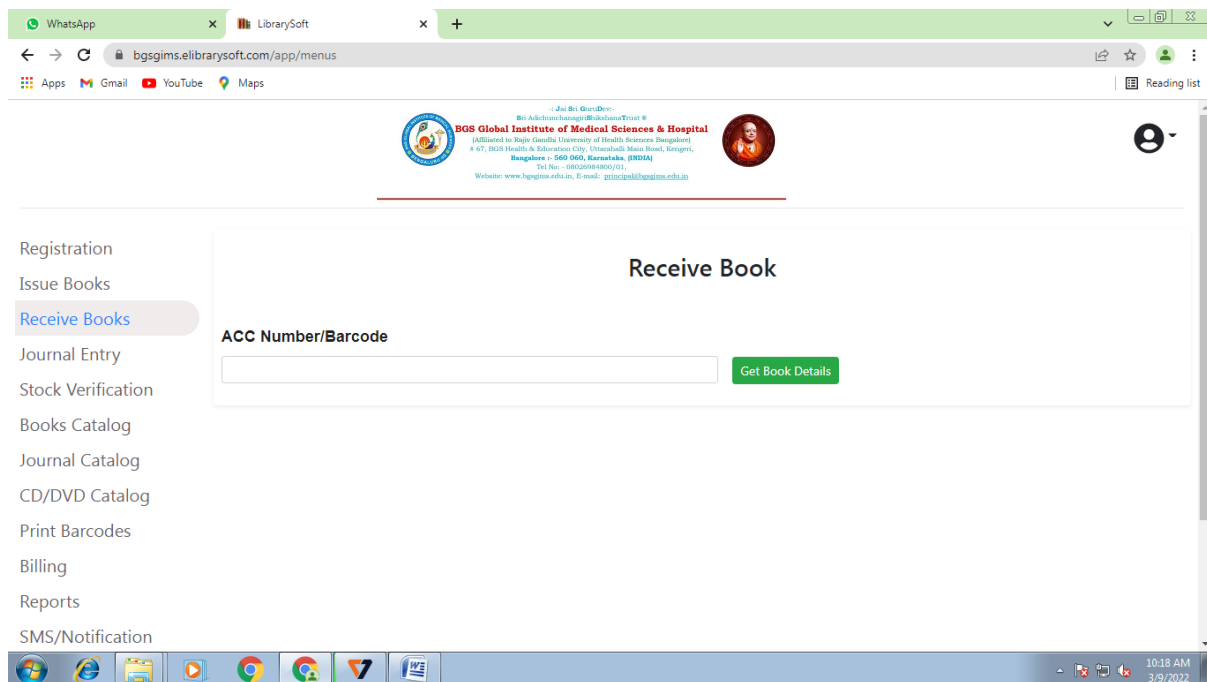
### Circulation:

This module primarily handles functions related to circulation like Issues, Return, Renewal, Reservation and Cancellation of books as well as non-book items

The screenshot shows the 'Issue Book' form in the LibrarySoft application. The form is simple and contains the following fields:

- Card Id/Barcode**: A text input field.
- Firstname**: A text input field.
- Search**: A blue button to submit the search query.

The left sidebar contains a menu with the following items: Registration, **Issue Books** (highlighted), **Receive Books** (highlighted), Journal Entry, Stock Verification, Books Catalog, Journal Catalog, CD/DVD Catalog, Print Barcodes, Billing, Reports, and SMS/Notification. The top of the browser window shows the address bar with 'bgsgims.elibrarysoft.com/app/menus' and a taskbar at the bottom with various application icons.



## Chapter 6: Reports

### Reports:

All the reports that are generated for books as well as non book items, in each module of LIBRARYSOFT software, have been grouped together under this module

