



Steps on “How to Order Books and Uniforms Online”:

1. Visit the School Website

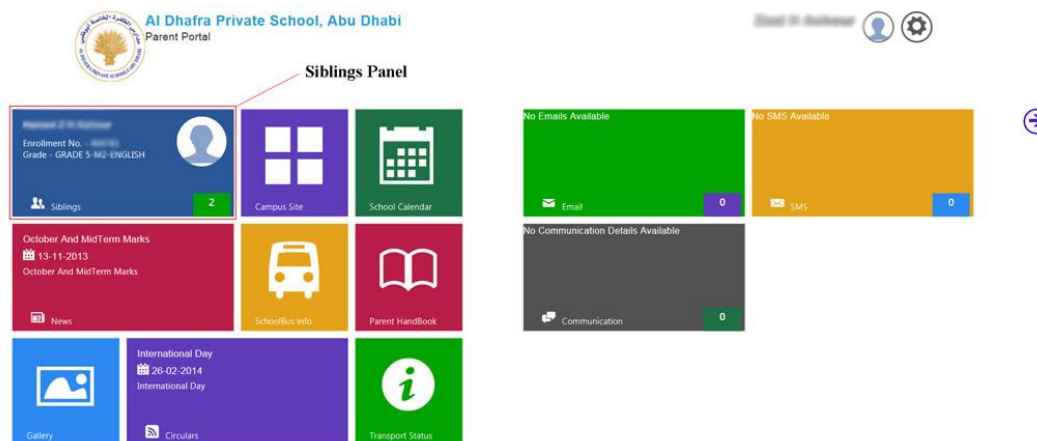
- Open your favorite or desired browser (Internet Explorer, Chrome, etc).
- In the URL, type in “auh.dhafraschools.com”.

2. Login to your account

- Click on the “School Management System” on the top right corner of the school website.
- Enter your **Parent ID** and **Password**.

3. Select Child

- Click on the “Siblings” panel.
- Select the child whom you want to order the book to.



4. Order Books or Uniforms

- Click on the “Books/Uniforms Order”.
- There are two (2) options:
 - Book Set
 - Per Book/Uniform Order

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Personal Details

(ID) - 100110 | (GENDER) - M
 (DOB) - 11-NOV-2004 | (PH) - 97126108400/401
 (ADDR) - AD

Admission Date	09-Sep-2008	Admission Grade	GRADE 3
Grade	GRADE 5-M2-ENGLISH	Roll No	11
Nationality	PALESTINE	Religion	MUSLIM
Nationality ID	-	Valid Upto Nationality ID Date	-
Passport	-	Valid Upto	-
Visa	-	Valid Upto	-
MOE Reg No	-	MOE Reg Date	-
School House	-	Fee Category	OLD (STAFF DISCOUNT,OLD)



Select **Book Set** if you want to order all the available books for your child or **Per Book/Uniform** if you only want to order some books or uniforms. You can also select **Book Set** and **Per Book/Uniform** at the same time if you want to order all the books and add specific book or uniform to your order list.

After you have placed all your order, always click “Submit”.

Book Set:

1. Click on the “Book Set”.
2. Select the Grade Level of your child.
 - There will be listed all the books available for the appropriate grade level of the child you selected.
 - You will be also provided with an option to remove from the order list the specific book you do not want to order.
3. Then click “Submit”.

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Inventory Application

MATERIAL INDENT

ACADEMIC YEAR		2014-2015	
CONSIGNEE		INDENT DATE	19-08-2014
ENROLLMENT NO.		CLASS	GRADE 5 M2
<input checked="" type="radio"/> Book Set		Grade5	

MATERIAL REQUIRED	UOM	QTY REQUIRED	REQUIRED ON	PRICE	
--select--		1	19-08-2014		Add

ITEM CODE	ITEM NAME	ITEM DESC	QTY REQUIRED	UOM	REQUIRED ON	PRICE	
9780077143404	Tech Knowledge Level 5 (Grade 5) – Combined	Tech Knowledge Level 5 (Grade 5) – Combined	1	nos	19-08-2014	305.000	Remove

Per Book/Uniform Order:

1. Select a book or uniform under “MATERIAL REQUIRED”.
2. Enter the quantity under “QTY REQUIRED”.
3. Click “Add”.
 - There will be listed all the books and uniforms that you have added.



MATERIAL INDENT				
ACADEMIC YEAR	2014-2015			
CONSIGNEE		INDENT DATE	19-08-2014	
ENROLLMENT NO.		CLASS	GRADE 5 M2	
<input type="radio"/> Book Set		--select--		
MATERIAL REQUIRED	UCM	QTY REQUIRED	REQUIRED ON	PRICE
ARABIC & ISLAMIC COPY (4)	nos	1	19-08-2014	6.000
Add				
ITEM CODE	ITEM NAME	ITEM DESC	QTY REQUIRED	UCM
			REQUIRED ON	PRICE
Submit		Reset		