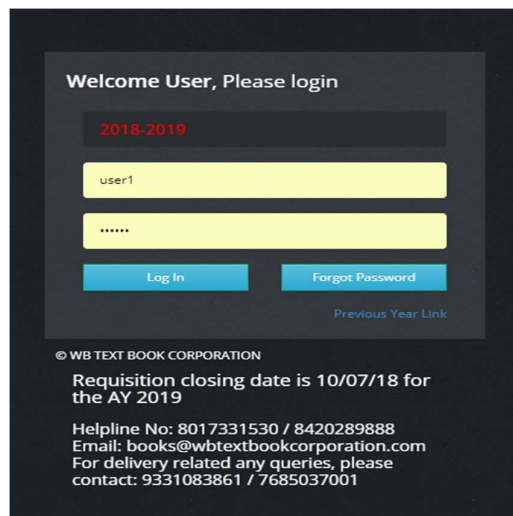


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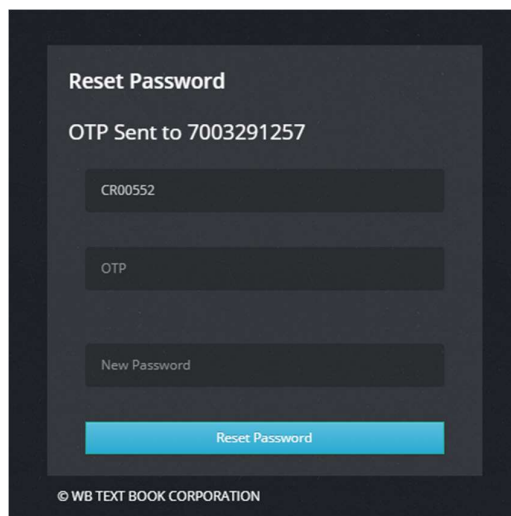
How to login:

At first user has to put “https:\\wbtextbookcorporation.org” in the address bar, and then the login page will be appeared. The different Users will enter into their system by using their specific User Name and Password. Then home page will be shown.



The screenshot shows a login interface with a dark background. At the top, it says "Welcome User, Please login". Below this, there is a dropdown menu showing "2018-2019". Underneath are two input fields: the first contains "user1" and the second contains "*****". There are two buttons: "Log In" and "Forgot Password". A link "Previous Year Link" is also present. At the bottom, there is copyright information for WB TEXT BOOK CORPORATION, a notice about the requisition closing date (10/07/18 for AY 2019), and contact details including a helpline number (8017331530 / 8420289888), email (books@wbtextbookcorporation.com), and a contact number (9331083861 / 7685037001).

In this section user can change their password. If user forgets his/ her password, then click “Forgot Password” button, and enter User name, OTP and click “Reset Password”.

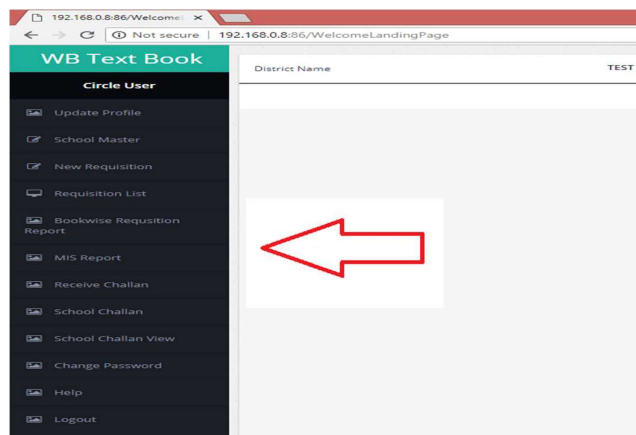


The screenshot shows a "Reset Password" interface with a dark background. It displays "OTP Sent to 7003291257". There are three input fields: the first contains "CR00552", the second contains "OTP", and the third contains "New Password". A blue button labeled "Reset Password" is at the bottom. The footer includes copyright information for WB TEXT BOOK CORPORATION.

Home page:

There are 12 options are available in the left side.

1. Update profile
2. School Master Entry
3. New requisition Entry
4. Requisition list
5. Bookwise requisition report
6. Schoolwise Requisition Report/MIS Report
7. Receive Challan
8. School Challan
9. School Challan view
10. Change password
11. Help
12. Log Out



The using procedure of these options are explained below:

Update profile:

Circle User Profile is mandatory for the Circle User to fill all the details. The field marked in red are the mandatory field which the user needs to enter. The mobile number and the Email ID will be used for security purpose.

A screenshot of the 'Update Circle User Profile' form in the 'WB Text Book' application. The form is titled 'Update Circle User Profile' and includes a red asterisk indicating mandatory fields. The fields are: Circle Inspector Name (with value 'USER 1'), Address (with value '11, B T ROAD'), Pincode (with value '700056'), Police Station (with value 'KOLKATA'), Email Id (with value 'erpspltb@gmail.com'), Mobile No (with value '8017331530'), and Alternate Mobile No (with value '8420289888'). A red 'Save Changes' button is located at the bottom of the form.

School master:

User can add new school name, details, edit/delete from the saved names. To edit the details user has to open “School Edit” option and it can be continued with the requisition process.

- How to add new school details:
If new circle users want to add new school details, they must click on “Add New” button to enter all details. Any existing user can edit/delete details from that table also.

New requisition:

The New Requisition is used for giving requisition, by selecting the School Name, Number and the Email will be shown against the school name.

After that, enter the Books Quantity as Class Wise. Click Save Button.

Class	Book Name	Previous year Requirement	Requirement For Academic Year 2019
V	Patabahar - V	0	100
V	Amar Ganit - V	0	100
V	Butterfly - V	0	100
V	Amader Paribesh - V	0	100
V	Bhasa Path - V	0	100
V	Physical Education - V	0	100
V	School Bage-V	0	0

Requisition list:

Here the user can view the status of the requisition of all the schools and export it to excel. The user can view the details of those requisitions with Requisition Code, Requisition Date, School Name, Language & Category. The User can also confirm the requisition by clicking on the Confirm the Requisition button. After Confirm the requisition the user must select the requisition by clicking on Confirm Button.

Edit Delete	Requisition Code	Requisition Date	School Code	School Name	Language	Category	Last Updated On
Confirmed	REQ19/0074097	04-Sep-2018	A182C3D4E5	A B C Vidyabhaban	Bengali	Integrated (I-XII)	04-Sep-2018

School wise Requisition Report/MIS Report:

User can enter the details of the school in required place and then reports will be seen as billing reports. All the requisition reports can be seen at this table after confirming the previous challan. The circle user must receive the challan for their respective circle before.

Book Code	Class	TITLE OF BOOKS	Language	111111112	A1B2C3D4E5	111111113	98765	497551
BK_021	V	School Bags-V	English	0	0	0	0	0
BK_517	V	Patabahar - V	English	0	0	0	0	0
BK_518	V	My Mathematics- V	English	0	0	0	0	0
BK_519	V	Butterfly - V	English	0	0	0	0	0
BK_520	V	Our Environment - V	English	0	0	0	0	0
BK_521	V	Physical Education - V	English	0	0	0	0	0
BK_522	VI	School Bags-VI	English	0	0	0	0	0
BK_523	VI	Sahityo Mela - VI	English	0	0	0	0	0
BK_524	VI	Blossoms - VI	English	0	0	0	0	0
BK_525	VI	Ganit Prova - VI	English	0	0	0	0	0
BK_526	VI	Environment And Science - VI	English	0	0	0	0	0
BK_527	VI	Our Past Our Heritage - VI	English	0	0	0	0	0
BK_528	VI	Our World- VI	English	0	0	0	0	0
BK_529	VI	Physical Education - VI Student	English	0	0	0	0	0
BK_530	VII	School Bags-VII	English	0	0	0	0	0
BK_531	VII	Sahityo Mela - VII	English	0	0	0	0	0
BK_532	VII	Blossoms - VII	English	0	0	0	0	0
BK_533	VII	Ganit Prova - VII	English	0	0	0	0	0
BK_534	VII	Environment And Science - VII	English	0	0	0	0	0
BK_535	VII	Environment And Science - VII	English	0	0	0	0	0

To Receive Challan, Use this following process:

Challan View

WB Text Book

Circle User

Update Profile

School Master

Requisition List

Bookwise Requisition Report

MIS Report

Receive Challan

School Challan

School Challan View

Change Password

Help

Logout

District Name: TEST

Circle Name: TEST1

User Name: user1

Challan List

To view the challan select the challan date from back date. Kindly tick on the challan number to receive the challan.

From Date: 15-Nov-2017

To Date: 15-Nov-2018

Pending Only: ☒

View

Export To Excel

Receive Date: 15-Nov-2018

Receive Challan

Status	Chalan No.	Date	Category	Language	Transporter	Consignee No
Click This link to view the challan details	Click Check box to select all Challan					

User has to click on Receive Challan from left side bar. The all pending Challans will be shown at below list.

Challan View x +

Not secure | wtextbookcorporation.org/ChallanReceivedAtCircle/index

WB Text Book

Circle User

- Update Profile
- School Master
- Requisition List
- Bookwise Requisition Report
- MIS Report
- Receive Challan
- School Challan
- School Challan View
- Change Password
- Help
- Logout

District Name: MURSHIDABAD Circle Name: SUTI

Challan List

To view the challan select the challan date from back date. Kindly tick on the challan number to receive the challan.

From Date: 15-Nov-2017 To Date: 15-Nov-2018

View Export To Excel

Receive Date: 15-Nov-2018 Receive Challan

Status	Challan No.	Date	Category	Language
Pending	TBC18-19-0014669	12-Nov-2018	Pre-Primary to Class- V	Bengali
Pending	TBC18-19-0012295	23-Oct-2018	Pre-Primary to Class- V	Bengali
Pending	TBC18-19-0006950	20-Sep-2018	Pre-Primary to Class- V	Bengali

The pending challans will be shown at the list. User must tick (v) at the pending only option to view pending challans. User can view received challans by untick that option. After selecting all challans user has to click on “Receive challan” and then click on OK.

Challan View x +

Not secure | wtextbookcorporation.org/ChallanReceivedAtCircle/index

WB Text Book

Circle User

- Update Profile
- School Master
- Requisition List
- Bookwise Requisition Report
- MIS Report
- Receive Challan
- School Challan
- School Challan View
- Change Password
- Help
- Logout

District Name: MURSHIDABAD Circle Name: SUTI User Name: CR00333

Challan List

To view the challan select the challan date from back date. Kindly tick on the challan number to receive the challan.

From Date: 15-Nov-2017 To Date: 15-Nov-2018 Pending Only: ☒

View Export To Excel

Receive Date: 15-Nov-2018 Receive Challan

Status	Challan No.	Date	Category	Language	Transporter	Consignee No
Pending	TBC18-19-0014669	12-Nov-2018	Pre-Primary to Class- V	Bengali	MAHADE TRANSPORT	MT-155/18-19
Pending	TBC18-19-0012295	23-Oct-2018	Pre-Primary to Class- V	Bengali	Coochbihar Zilla Parishad Press	000
Pending	TBC18-19-0006950	20-Sep-2018	Pre-Primary to Class- V	Bengali	Coochbihar Zilla Parishad Press	000

School challan:

This section is needed after distributing books in schools. Here user can view all the details of their requisition only if the Challan is received before. After receiving the challan from receive challan section user must do the school challan.

Create	Requisitin Code	Requisition Date	Language
Create	REQ/19/0069306	12-JUL-2018 11:51 AM	Bengali

How to create school challan:

At first User has to select the **School Name** and set the **"from date"** as November/ December month of 2017 and select on **View** button. After showing the requisition click **Create** option.

Create	Requisitin Code	Requisition Date	Language	Category
Create	REQ/19/0042733	25-JUN-2018 02:28 PM	Bengali	Primary (Primary,I-V)

CLICK ON "CREATE" OPTION.

BOOK DISTRIBUTION MANAGEMENT SYSTEM CIRCLE USER ENTRY MANUAL

WB Text Book
Circle User

- Update Profile
- School Master
- New Requisition
- Requisition List
- Bookwise Requisition Report
- MIS Report
- Receive Challan
- School Challan
- School Challan View
- Change Password
- Help
- Logout

District Name: BIRBHUM
Circle Name: MOLLARPUR

District Name: BIRBHUM
Circle Name: MOLLARPUR
User Name: CR00060

Requisition No.: REQ/19/0042733
Requisition Date: 25-JUN-2018 02:28 PM

Language: Bengali
Category: Primary (Primary-VI)

School Name: BUNCHA PRIMARY SCHOOL
School Code: 19081808902

School Address: VILL- BUNCHA, P.O.-PARULIA, DIST.- BIRBHUM,731213
School Contact No: 8001042159

Challan Number: SCH18-19-XXXXXXX
Challan Date: 10-Oct-2018

Books Entry							
Pre-Primary	BK_002	Maganu	4	AVAILABLE QUATITY	975	0	4
I	BK_003	Sahaj Path - I	21		975	0	21
I	BK_005	Physical Education - I	21		975	0	0
I	BK_069	Amar Bori - I (KA)	21		975	0	0

USER HAS TO PUT THE QUANTITY WHICH THEY DISTRIBUTED AT SCHOOLS.

After click Create option this window will open. In this section user can see their available book quantity, requisition quantity of this selected particular school. User have to put the quantity on “**quantity for shipping**” box as school wise requisition quantity and click on “**save challan**” button.

School challan view:

Jere this section user can view the all details of school challan. User can view an excel report to view the school challan details. By clicking on the “**export to excel**” button user can view all the details in a excel sheet.

WB Text Book
Circle User

- Update Profile
- School Master
- Requisition List
- Bookwise Requisition Report
- MIS Report
- Receive Challan
- School Challan
- School Challan View
- Change Password
- Help
- Logout

District Name: TEST
Circle Name: TEST1

District Name: TEST
Circle Name: TEST1
User Name: user1

School Name: <<---All School--->>

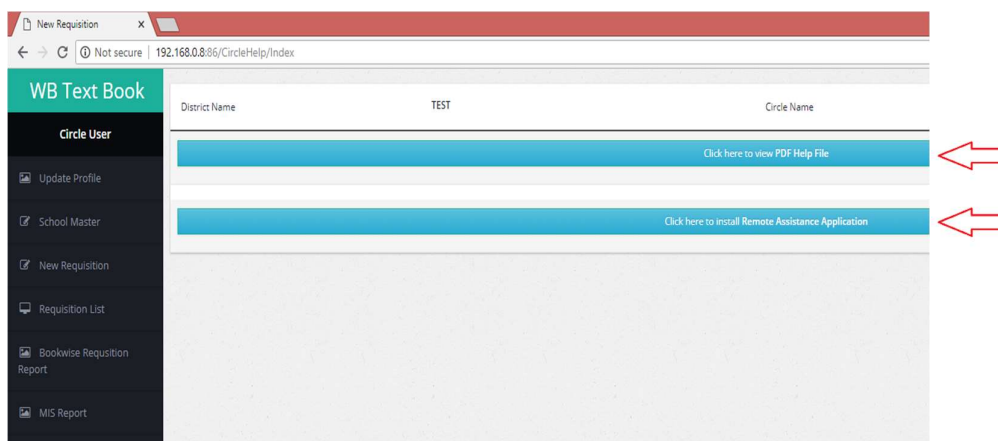
From Date: 04-Apr-2018
To Date: 22-Nov-2018

View
Export To Excel

Create/View	Challan Code	Challan Date	Requisition Code	Requisition Date	School Name	School Code	Challan Updated By
Print Edit	SCH18-19-0006173	20-NOV-2018	REQ/19/0074192	14-NOV-2018	A B C Vidyabhaban	A182C3D4E5	user1
Print Edit	SCH18-19-0006170	20-NOV-2018	REQ/19/0069311	12-JUL-2018	BALLY HIGH SCHOOL	569	user1

Help:

This Option for the User which shows them the overall guideline of all the process included in the Circle User's Profile, there is an option to view the PDF Help file, the User needs to click the "Click Here to view PDF Help File" to view the details of Help File. Also here a second guideline option "Click here to install Remote Assistance Application" is provided for the circle users which is a software named "Team Viewer". This software helps to connect with different clients.

**Logout:**

User must logout after using it. If user forgets the existing password then click forgot password option in login page. OTP will be sent to their registered mobile number and email. By putting that OTP, user will be able to change the password.