Welcome to Library Management System

This Library Management System is software for monitoring and controlling the transection in a library. The project Library Management System is developed in MS Excel using VBA programming language, which mainly focuses on basic operations in a library of Motihari College of Engineering, Motihari. So, let's start how to use this Library Management System efficiently.

Step 1: Open Library_Management_System → Setup → Library_Management_System.xlsm

Step2: Enter correct **Username** and **Password** and click on **Login** or double press enter key.

Manage Tabs:

To ADD BOOKS: Click on ADD BOOK tab or press Alt+B to open Book Entry Form. Fill the book details and click on ADD RECORD button or Press Alt+A.

To ADD STUDENT DETAILS: Click on <u>ADD STUDENT RECORD</u> tab or press Alt+S to open Student Entry Form. Fill the book details and click on <u>ADD RECORD</u> button or Press Alt+A.

To ADD FACULTY DETAILS: Click on <u>ADD FACULTY DETAILS</u> tab or press Alt+F to open Faculty Entry Form. Fill the book details and click on <u>ADD RECORD</u> button or Press Alt+A.

To ISSUE BOOKS: Click on ISSUE BOOK tab or press Alt+I to open Book Issue Form. Fill the book details and click on ISSUE BOOK button.

To RETURN BOOKS: Click on <u>RETURN BOOK</u> tab or press Alt+R to open Book Entry Form. Fill the book details and click on <u>RETURN BOOK</u> button.

To UPDATE ANY DATA: Click on UPDATE DATA tab or press Alt+U to open Update Form.

- To UPDATE BOOK RECORD: Type Book ID in BOOK ID textbox or in Book ID search box. The Book details will autofill if record found. Modify the data and click on <u>UPDATE</u>.
- To UPDATE STUDENT RECORD: Type Ref. No. in Ref. No. textbox or in Ref. No. search box. The Faculty details will autofill if record found. Modify the data and click on UPDATE.
- To UPDATE FACULTY RECORD: Type Roll No. in Roll No. textbox or in Roll No. search box. The Student details will autofill if record found. Modify the data and click on UPDATE.

To QUERRY ISSUE/RETURN DATA: Click on QUERRY RECORD tab or press Alt+Q to open QUERRY Form. (Not available now. We are still working on it.)

To SHOW LIBRARY RULES: Click on LIBRARY RULES tab or press Alt+L

To SET LIBRARY: Open <u>Library_Management_System</u> folder and open <u>LibraryRule</u> folder and <u>REPLACE</u> the Library Rule image as <u>LibraryRule</u> in .jpg format. Do not use .jpg while renaming. It's an extension. Follow this path to set Library Rule: *E:\Library_Management_Sysytem\LibraryRule\LibraryRule\LibraryRule.jpg*To GET HELPS: Click on <u>HELP</u> tab or press Alt+H

To CLEAR/RESET ANY FORM: Press Alt+C

To LOGOUT: Click on LOGOUT Button or press Alt+O.

To EXIT: Click on **EXIT** Button or press Alt+E.

To SAVE: Click on SAVE Button.

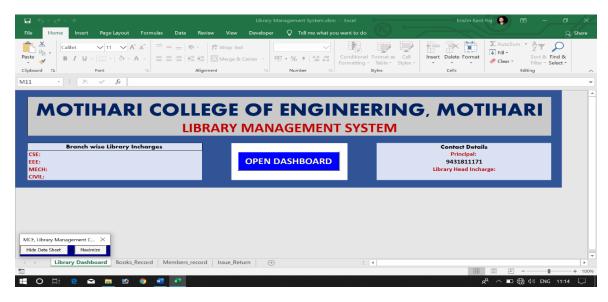
To SHOW DATA SHEET: Click on <u>SHOW DATA SHEET</u> Button. Form will be minimized in the left bottom of screen. If you want to work while showing data sheet click on <u>MAXIMIZE</u> button or click on <u>HIDE</u> DATA SHEET to hide all data.

IN CASE OF INVISIBILITY OF DASHBOARD WHEN SHEET IS VISIBLE/OPEN:
Click on Library Dashboard sheet and then click on OPEN DASHBOARD Button.

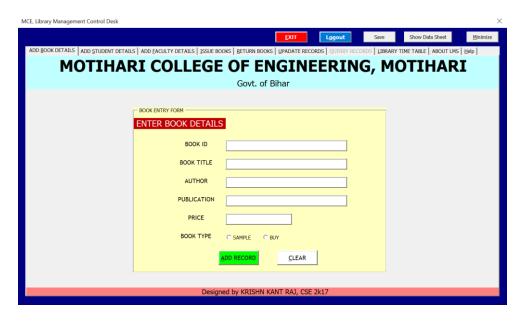
Login Page

MCE Library Staff Login Page MOTIHARI COLLEGE OF ENGIN	× EEDING
LIBRARY MANAGEMENT SYSTEM	
USERNAME	
PASSWORD	
<u>Login</u> Cancel	
GIE BUSTI	

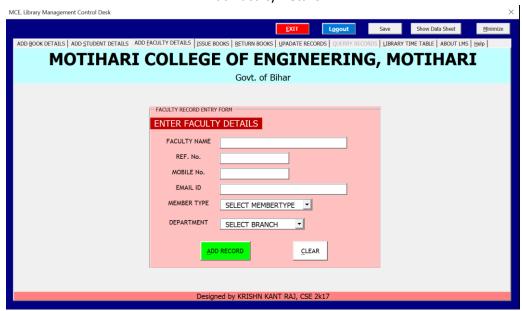
Excel Sheet Will look like this when we click on **Show Data Sheet** button.



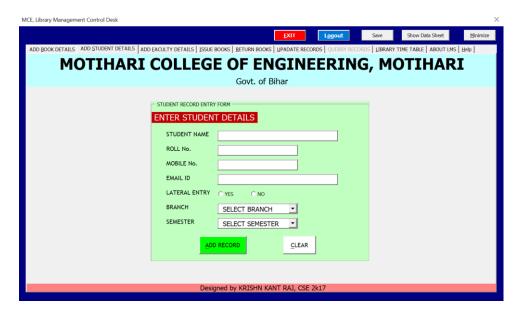
Add Books Record.



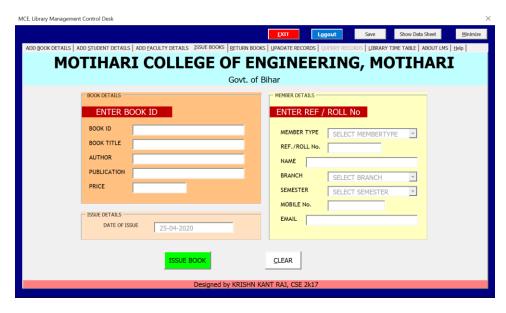
Add Faculty Details



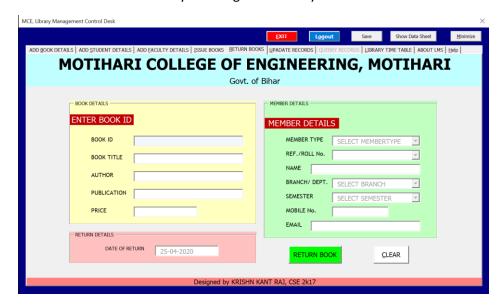
Add Student Details.



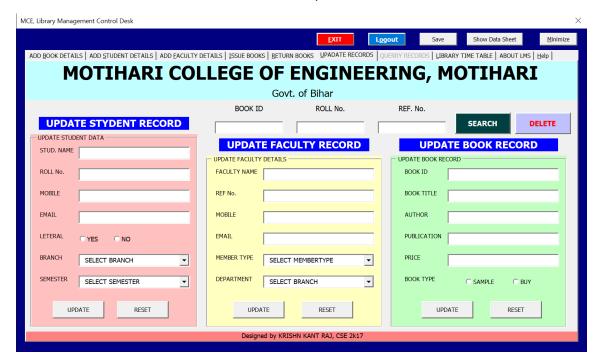
Issue Books by entering book id and roll number/ ref. number, rest will autofill



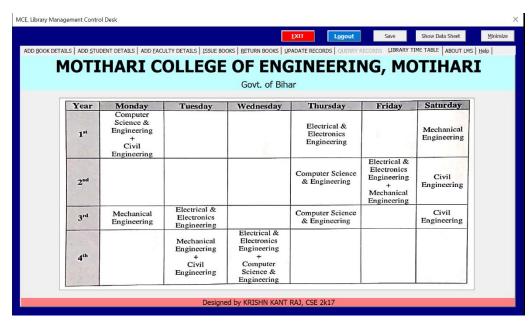
Return Books by entering book id only. Rest will autofill



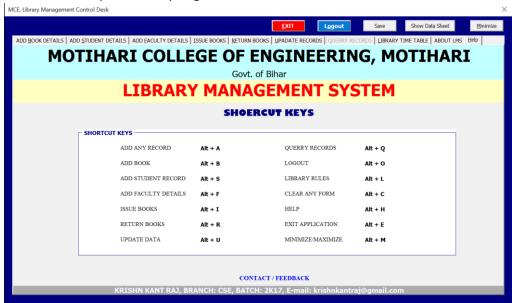
Search Details or Update records.



Library Time Table image tab.



Help tab, here you get all shortcuts and how to use this LMS



About Library Management System and Acknowledgement

