

APPENDIX-3
PM SHRI KV KARNAL
ANNUAL LIBRARY ACTIVITY PLAN (ALAP) - 25 - 26

S. No	Event	Proposed Months/ Period	Activities
1.	Reading Day-Reading Month	June 19- July 18	Inauguration of INFOBREAK Reading Week Celebrations i. Reading Day Quiz ii. Essay Writing (Reading in the digital Age) iii. Book Title poetry competition
2.	Inauguration of Reader's Club	June	Beginning of Reader's Club activities for the session
3.	Library Orientation	June	Class VI-VIII students & New students
4.	International Day of Yoga (21 June)	June	Display of Books on Yoga
5.	Functional Activities	June	i. Meeting of Library Committee ii. Issue of books to class libraries (1) iii. Preparation and display of List of defaulters iv. Data collection for updating the member database
6.	Functional Activities	July	i. Starting the circulation of books ii. Meeting of Reader's Club iii. Meeting of Class library Book selection Committee iv. Renewal of subscription to periodicals v. Auction of written off books
7.	D.E.A.R.	July	Drop Everything And Read: The whole school reading programme
8.	Harry Potter Birthday celebration (31 July)	July-August	HP Quiz, Writing Birthday wishes, Book talk, HP Book jacket designing, Assembly programmes, Exhibition of HP books
9.	Book Fair	July	In collaboration with publishers.
10.	Functional Activities	August	i. Preparation of book suggestion/recommendation Lists ii. Selection of books by visiting the local book shops by the Committee members
11.	Hiroshima Day (6 August)	August	Remembering the victims, "Against War" exhibition
12.	Independence Day (9-23 Aug.)	August (13-18)	Exhibition of books on freedom struggle & Freedom fighters
13.	Functional Activities	September	i. Issue of books to class libraries (2) ii. Career Development Programme iii. Meeting of Library Committee
14.	Teacher's Day (5 Sept.)	September (3-6)	Exhibition of books on or by Dr S. Radhakrishnan
15.	International Literacy Day	Sept. 8	Essay writing contest

16.	Hindi Fortnight	September	Exhibition of popular Hindi books in the library and related competitions
17.	Functional Activities	October	i. Publication of Library Bulletin/Newsletter ii. Preparation and display of List of defaulters
18.	Gandhi Jayanti (2 Oct.)	October	Exhibition of books on or by Mahatma Gandhi and Non violence
19.	U. N. Day (24 Oct.)	October	Exhibition of books on United Nations and other International organizations
20.	International School Library Day (ISLD) & Month	October	Talk by an eminent (local) Librarian, Book Donation Drive, "Smart Web Searcher" competition.
21.	Gifta Book & Geta Friend	October	Library Social Connect Programme
22.	Functional Activities	November	i. User awareness programmes for Teachers ii. Information literacy sessions
23.	Children's Day (14 Nov.)	November	Exhibition of books on or by Jawaharlal Nehru, Competitions
24.	National Education Day (11 Nov.)	November	Exhibition of books on or by Dr Abdul Kalam Azad, Essay writing, newspaper reading competitions
25.	National Library Week (3 rd Week of November)	November	Exhibition of rare books in the library Competitions: Book review, Storytelling , Book reading , Literary quiz, Designing Bookmarks , Assembly programme , "Find the book", Library cultural programme, etc
26.	Indira Gandhi's Birthday (19 Nov.)	November	Exhibition of books on Indira Gandhi and other Indian Prime Ministers
27.	Functional Activities	December	i. Updating student's database ii. Organizing programmes for class Libraries iii. Issue of books to class libraries (3)
28.	Army Flag Day (7 Dec.)	December	Exhibition of books on Indian Army and warfare
2025			
29.	Functional Activities	January	i. Publication of Library Bulletin/Newsletter ii. User awareness programme on Exam oriented resources in the Library iii. Exhibition of Multimedia CD/DVDS
30.	Republic Day (26 January)	January	Exhibition of books on "India: Society and constitution"
31.	Martyr's Day (30 January)	January	Exhibition of books on or by freedom fighters
32.	National Youth Day (12 Jan.)	January	Display of Books on or by Swami Vivekananda
33.	Functional Activities	February	i. Returning of class library books ii. Reminders to defaulters iii. Stopping the circulation of books to students iv. Meeting of Library Committee

34.	Safer Internet Day (7 Feb.)	February	Online/cyber safety workshops, talks, exhibitions, etc.
35.	Functional Activities	March-April	Stock verification
36.	Face a Book Challenge, Edition5: Summer Reading Challenge	April-May	Summer reading programme with 4 components and evaluation
37.	Read my Buddy	June-Feb.	Peer reading programme
38.	Workshop on Reading	April-May	One Week Workshop on Reading
39.	Info break	June-Feb	10 Minutes G.K. sessions during the library periods
Other Routine Functional Activities			
40.	Book Fairs	03 times a year	In collaboration with external agencies
41.	Preparation of Library statistics	Quarterly	As per the Library Guidelines
42.	Checking of Library note books	Regularly	Class VI-IX
43.	Display of New Arrival List	Regularly	As and when needed
44.	Retro conversion of documents	Regularly	As and when needed and parallel to other activities.
45.	Disposal of old newspapers and Magazines	Quarterly	As per the rules
46.	Books/document selection and accessioning	As and when needed	Acquisition of resources shall be a dynamic activity and followed under the supervision of Library Committee
47.	Screening of VCDs	Once in a month	Screening of Educational and issue based VCDs for primary children
48.	Reader's Club activities	Whole academic year	Seminars, Exhibitions, displays, competitions, Meet the Author, Book discussions
49.	Know your Library Programmes (Library orientation)	Beginning of the session	Tour to the library to understand its resources and activities
50.	Library Blogs, Digital Library	Regularly	Updating and maintenance
51.	Workshop on Reading	Once in an year	A 3 day workshop on reading
52.	Career Guidance Programmes	Throughout the year	Career corner and display of related materials on the bulletin board Blog:
53.	Class Libraries	As per Library Policy	Circulation of Books, Book reviews, library corner, activities, etc.
54.	Online Activities	Regular maintenance of Library Blogs and Social	BLOGS

		networks	
55.	Reader of the Month	One student and One Teacher will be selected every month	A certificate is given in the assembly. Profile with a photograph is published on the library website
56.	Best Reader Awards	For best library users from each class	Distributed on the Annual Day function
57.	Publication of library bulletins, Newsletter, etc.	Annual	Based on the importance of the activities to be carried out in the library
58.	Innovations & Experiments		

(Approved by)