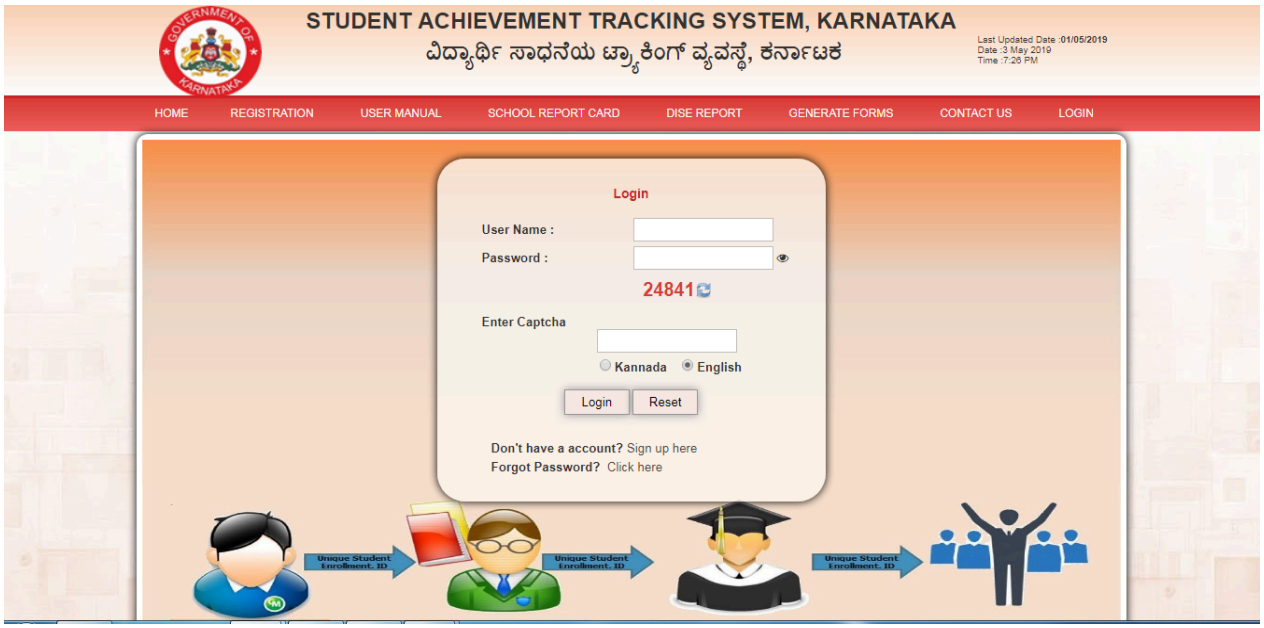
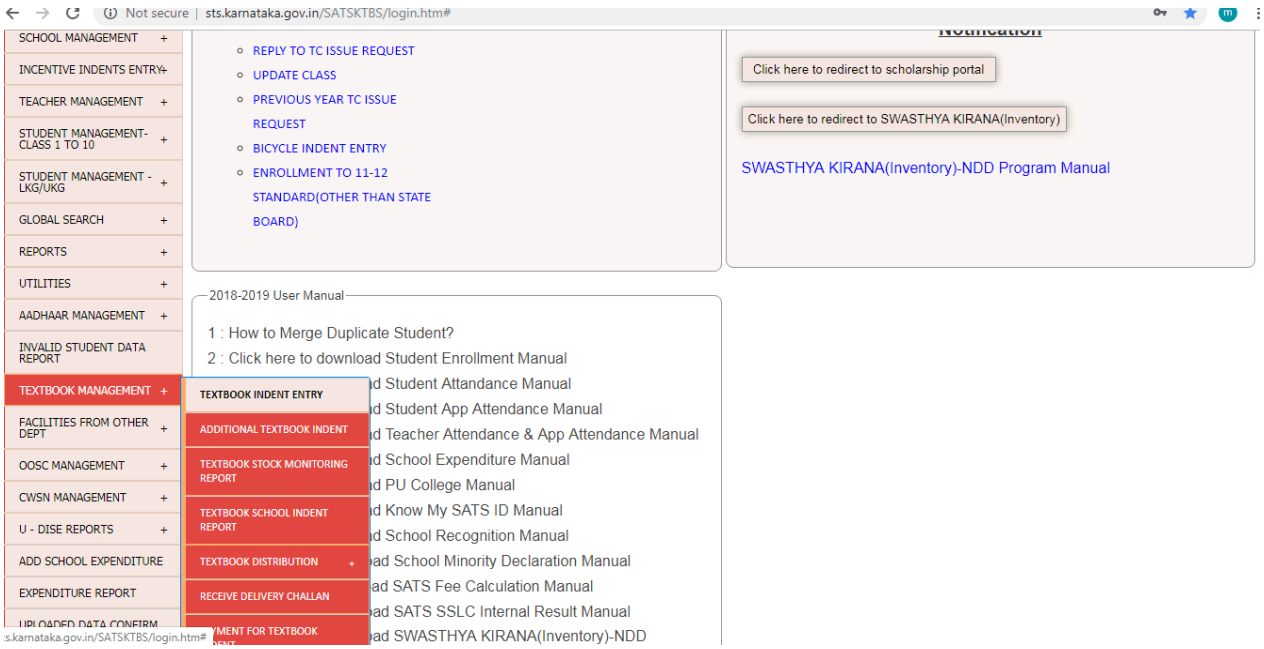
Textbook Indent - Schools

For Indent from School

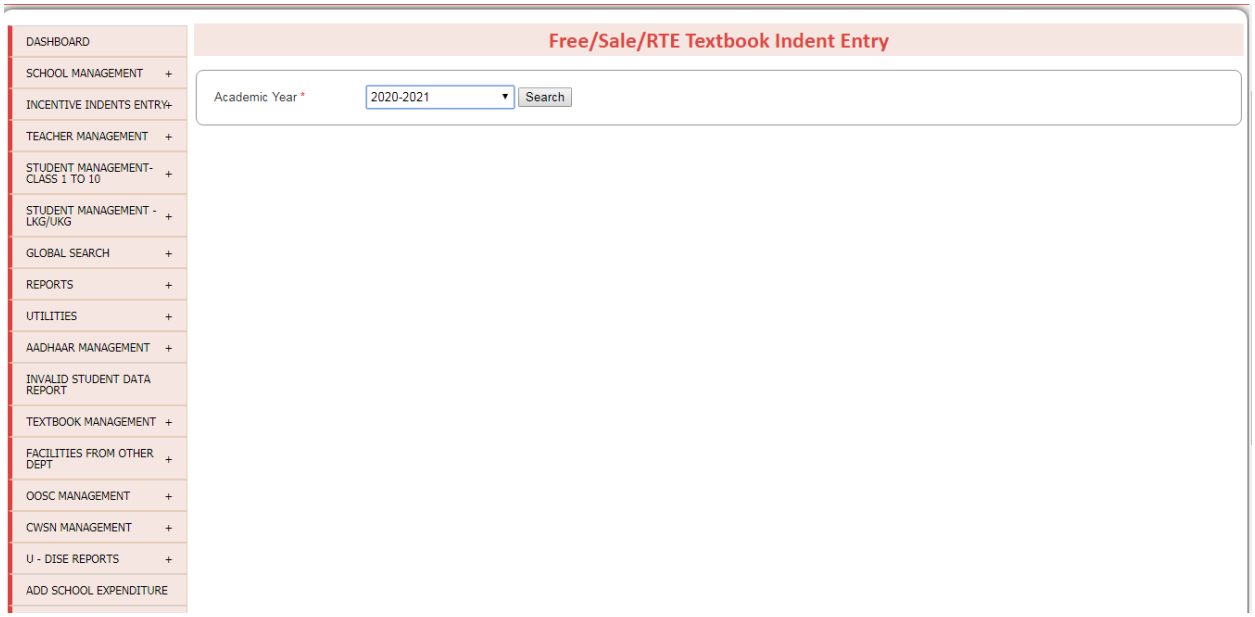
Login as **School HM**: User id and Password



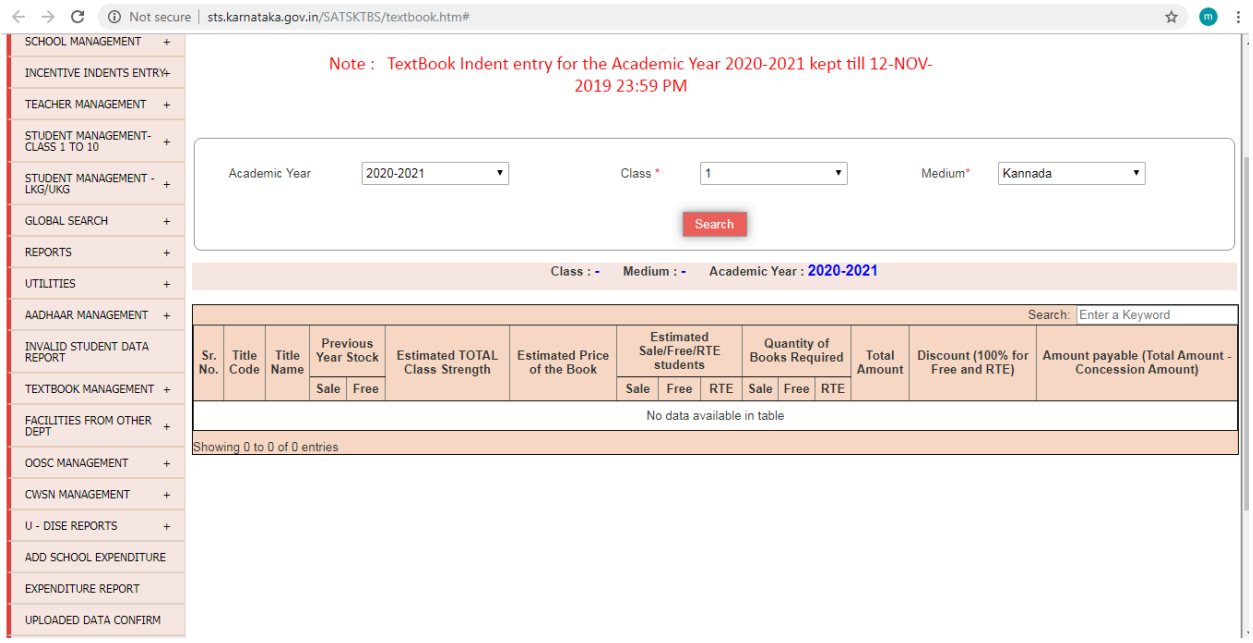
Go To **Textbook Management** -- >**Textbook Indent Entry**



Select **Academic Year**(2020-21) from dropdown list and click **Search**



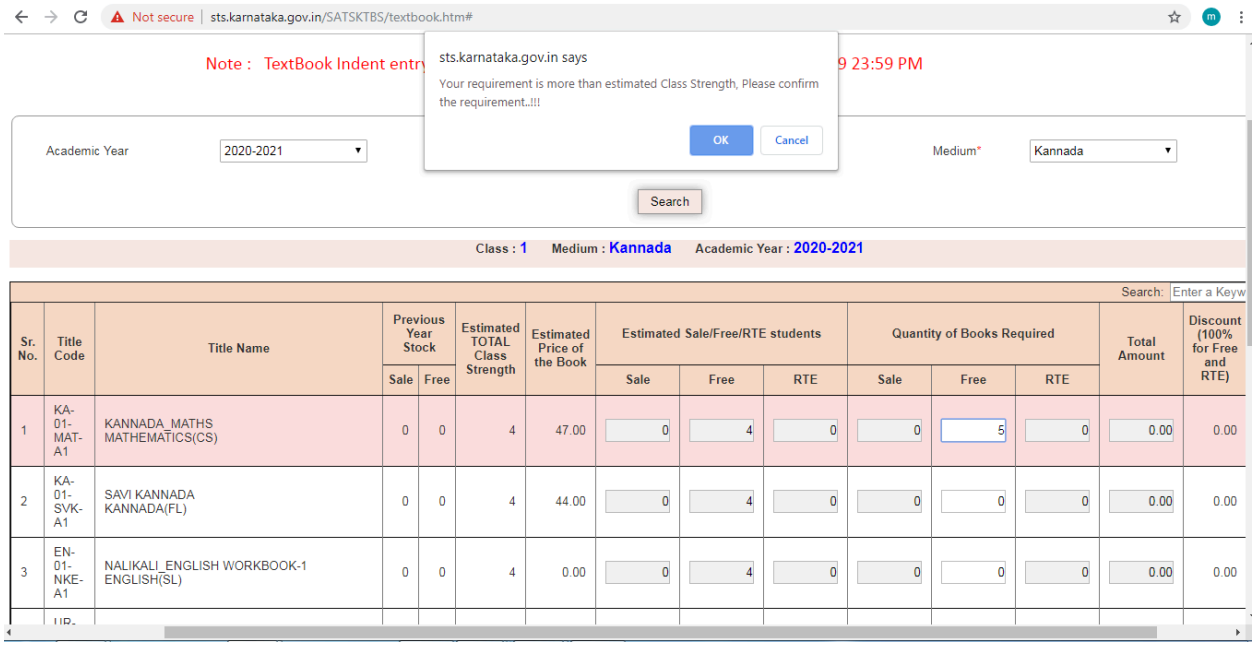
Select **Class, Medium**from dropdown listand click **Search**



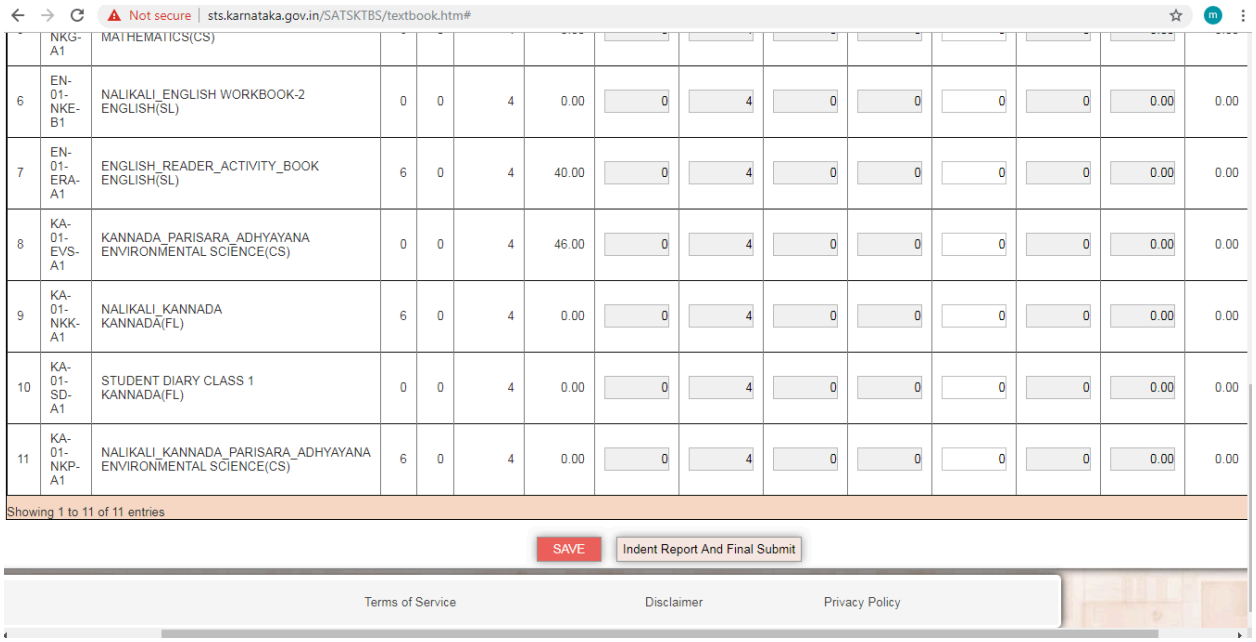
Based on the school management the text book Indent Entry screen will be either FREE, FREE/SALE or FREE/SALE/RTE.

Based on class strength, the estimated students will appear, User can enter the exact quantity of indent requiredmanually In **Quantity of Books Required** column.

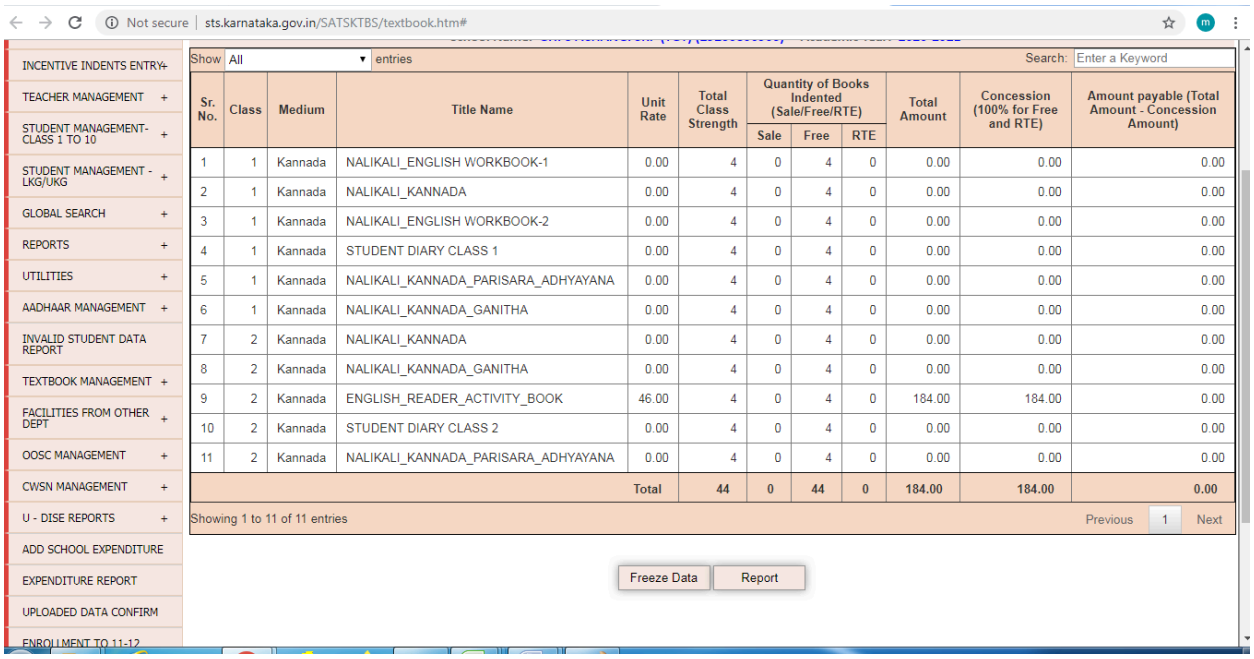
If Quantity of book required is more than estimated strength, an alert message will appear stating**"Your Requirement is more than estimated class strength, please confirm"**click **ok**for confirmation.



Click**Save** once the completion of indent entry of class 1, and follow the same steps for remaining classes.

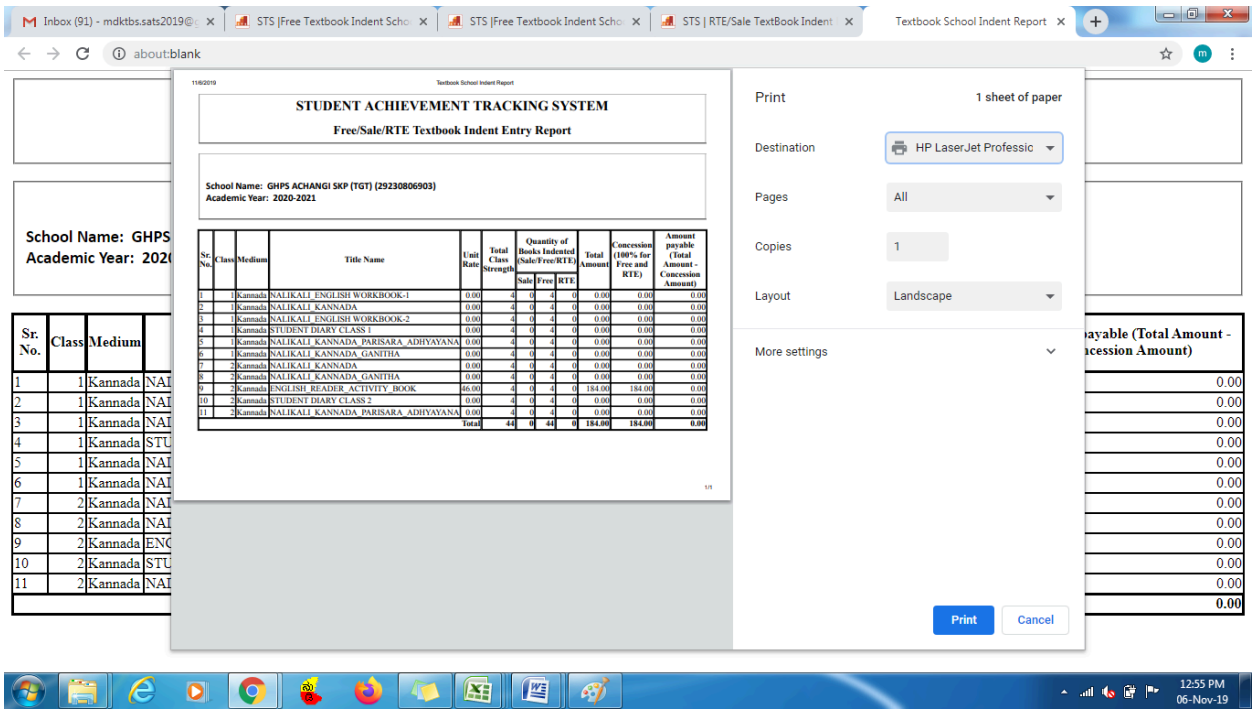


Click **Indent report and final submit**once the indent is completed for all class, consolidated class wise, title wise indent will open.

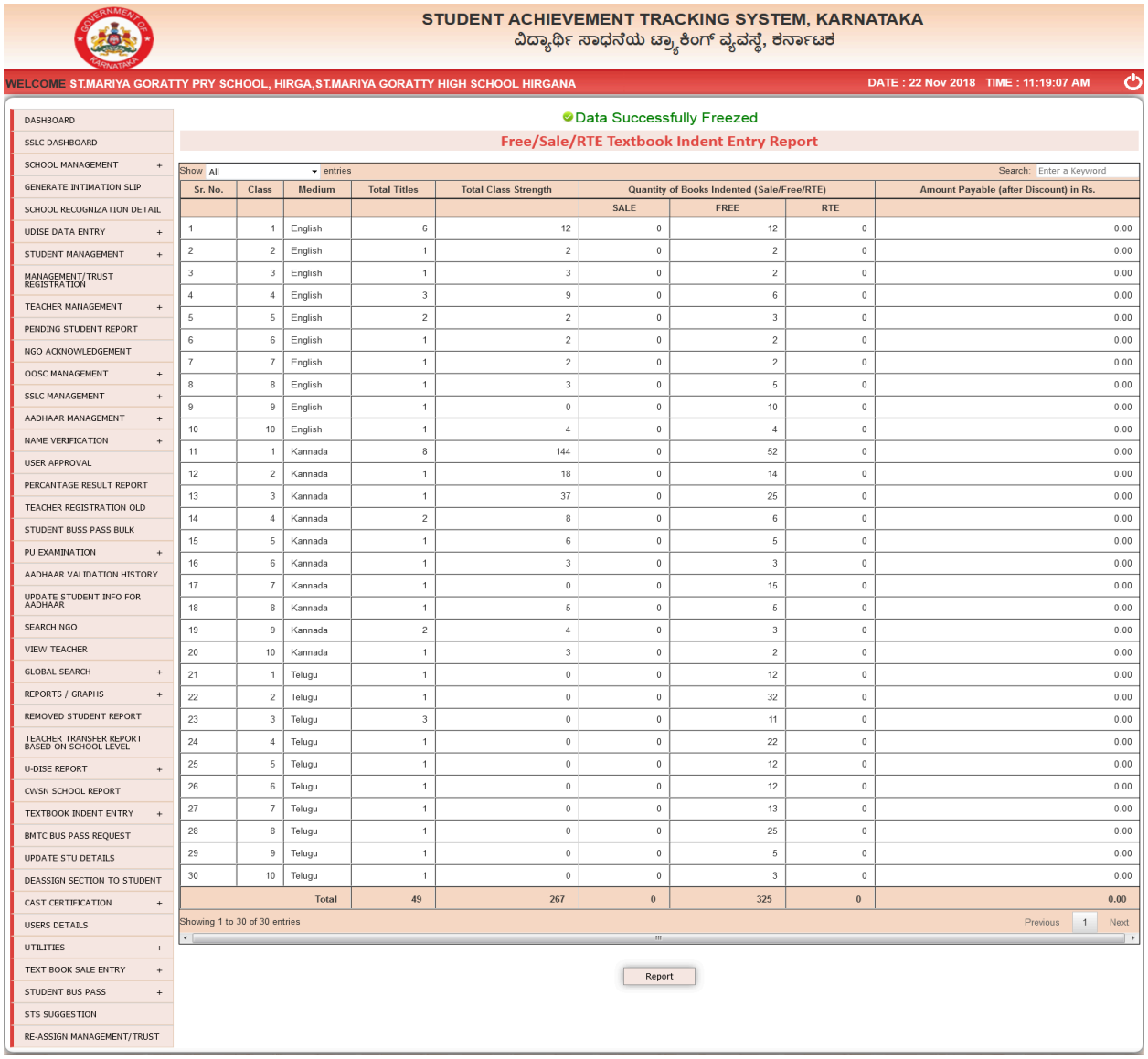


Sr. No.	Class	Medium	Title Name	Unit Rate	Total Class Strength	Quantity of Books Indented (Sale/Free/RTE)			Total Amount	Concession (100% for Free and RTE)	Amount payable (Total Amount - Concession Amount)
						Sale	Free	RTE			
1	1	Kannada	NALIKALI_ENGLISH WORKBOOK-1	0.00	4	0	4	0	0.00	0.00	0.00
2	1	Kannada	NALIKALI_KANNADA	0.00	4	0	4	0	0.00	0.00	0.00
3	1	Kannada	NALIKALI_ENGLISH WORKBOOK-2	0.00	4	0	4	0	0.00	0.00	0.00
4	1	Kannada	STUDENT DIARY CLASS 1	0.00	4	0	4	0	0.00	0.00	0.00
5	1	Kannada	NALIKALI_KANNADA_PARISARA_ADHYAYANA	0.00	4	0	4	0	0.00	0.00	0.00
6	1	Kannada	NALIKALI_KANNADA_GANITHA	0.00	4	0	4	0	0.00	0.00	0.00
7	2	Kannada	NALIKALI_KANNADA	0.00	4	0	4	0	0.00	0.00	0.00
8	2	Kannada	NALIKALI_KANNADA_GANITHA	0.00	4	0	4	0	0.00	0.00	0.00
9	2	Kannada	ENGLISH_READER_ACTIVITY_BOOK	46.00	4	0	4	0	184.00	184.00	0.00
10	2	Kannada	STUDENT DIARY CLASS 2	0.00	4	0	4	0	0.00	0.00	0.00
11	2	Kannada	NALIKALI_KANNADA_PARISARA_ADHYAYANA	0.00	4	0	4	0	0.00	0.00	0.00
				Total	44	0	44	0	184.00	184.00	0.00

Click **Report** for verification of indent, which will open in PDF form.



Once the indent is verified, click **Freeze Data**, it shows **Data successfully freezed.**



Sr. No.	Class	Medium	Total Titles	Total Class Strength	Quantity of Books Indented (Sale/Free/RTE)			Amount Payable (after Discount) in Rs.
					SALE	FREE	RTE	
1	1	English	6	12	0	12	0	0.00
2	2	English	1	2	0	2	0	0.00
3	3	English	1	3	0	2	0	0.00
4	4	English	3	9	0	6	0	0.00
5	5	English	2	2	0	3	0	0.00
6	6	English	1	2	0	2	0	0.00
7	7	English	1	2	0	2	0	0.00
8	8	English	1	3	0	5	0	0.00
9	9	English	1	0	0	10	0	0.00
10	10	English	1	4	0	4	0	0.00
11	1	Kannada	8	144	0	52	0	0.00
12	2	Kannada	1	18	0	14	0	0.00
13	3	Kannada	1	37	0	25	0	0.00
14	4	Kannada	2	8	0	6	0	0.00
15	5	Kannada	1	6	0	5	0	0.00
16	6	Kannada	1	3	0	3	0	0.00
17	7	Kannada	1	0	0	15	0	0.00
18	8	Kannada	1	5	0	5	0	0.00
19	9	Kannada	2	4	0	3	0	0.00
20	10	Kannada	1	3	0	2	0	0.00
21	1	Telugu	1	0	0	12	0	0.00
22	2	Telugu	1	0	0	32	0	0.00
23	3	Telugu	3	0	0	11	0	0.00
24	4	Telugu	1	0	0	22	0	0.00
25	5	Telugu	1	0	0	12	0	0.00
26	6	Telugu	1	0	0	12	0	0.00
27	7	Telugu	1	0	0	13	0	0.00
28	8	Telugu	1	0	0	25	0	0.00
29	9	Telugu	1	0	0	5	0	0.00
30	10	Telugu	1	0	0	3	0	0.00
		Total	49	267	0	325	0	0.00

Showing 1 to 30 of 30 entries Previous 1 Next

Before freeze data if any modification required select class, medium and click search, indented data will open. Modification can be done, if required, and click **update**.

Important: Once the data is freezed, there is no option for modification.