



USER GUIDE FOR  
APPLYING ONLINE ASSISTANCE UNDER  
NON- MATCHING SCHEME

---

**Raja Rammohun Roy Library Foundation**  
**Ministry of Culture, Govt. of India**

# Introduction

---

Raja Rammohun Roy Library Foundation have come up with the Online Assistance Under Non- Matching Scheme to carry out integrated computerization of Non- Matching Scheme across all over India. The application is a one-step solution related to all steps involved in the registration and applying process that makes the user capable of initiating the applying Assistance Under Non-Matching Scheme independently. This document explains in detail the steps of complete Registration and applying process; starting from the Registration Initiation stage till the completion of the Registration and applying process. The relevant screenshots of the application are available in the document to guide the user at every step.

# Purpose

---

The main purpose of this user manual is to guide the user in detail on how to initiate the registration and applying under Non – Matching Scheme process in the application by filling in the relevant details in the form and submitting relevant document. It further explains the key steps of completing the applying under Non – Matching Scheme formalities at the State/ District Authority.

---

**Applying Online Assistance Application  
by Library**

Step 1. Go to Raja Rammohun Roy Library Foundation Homepage. ([rrrlf.gov.in](http://rrrlf.gov.in))



## Raja Rammohun Roy Library Foundation Ministry of Culture, Government of India



[Home](#)

[About »](#)

[Activities »](#)

[Services »](#)

[Public Library System »](#)

[Contact Info »](#)

English



[Raja Rammohun Roy Biography](#)



[Directory of Public Libraries](#)



[Assistance Programme](#)



[Tagore Bibliography](#)



[Special Library](#)



[Books Selected Under Central Selection](#)



### Latest News

**EXTENSION OF TENDER SUBMISSION  
DATE**  
- [Read More](#)

**NOTICE INVITING TENDER FOR AMC**  
- [Read More](#)

**RRRLF Newsletter April 2017 - September  
2017**  
- [Read More](#)



**Step 2.** Applying for assistance under Non- Matching Scheme click link under online user service tab and click on Online Assistance Application.



Special Library



Books Selected Under Central Selection



Grant Statistics

Latest News

EXTENSION OF TENDER SUBMISSION  
DATE  
- Read More

NOTICE INVITING TENDER FOR AMC  
- Read More

RRRLF Newsletter April 2017 - September  
2017  
- Read More

...other news

LOANS SANCTIONED UNDER MUDRA YOJANA  
**133,785,649**  
\*AS ON 31ST JULY 2018



TRACK YOUR  
**GOVERNMENT'S  
PERFORMANCE**

KNOW MORE

Get in touch

Block- DD-34, Salt Lake City, Sector-1, Kolkata-700064

Phone: +91 33 23373463/64

Fax: +91 33 23373465

Email: rrrlf-wb@nic.in

Contact Details    Complaint/ Suggestion

Quick Links



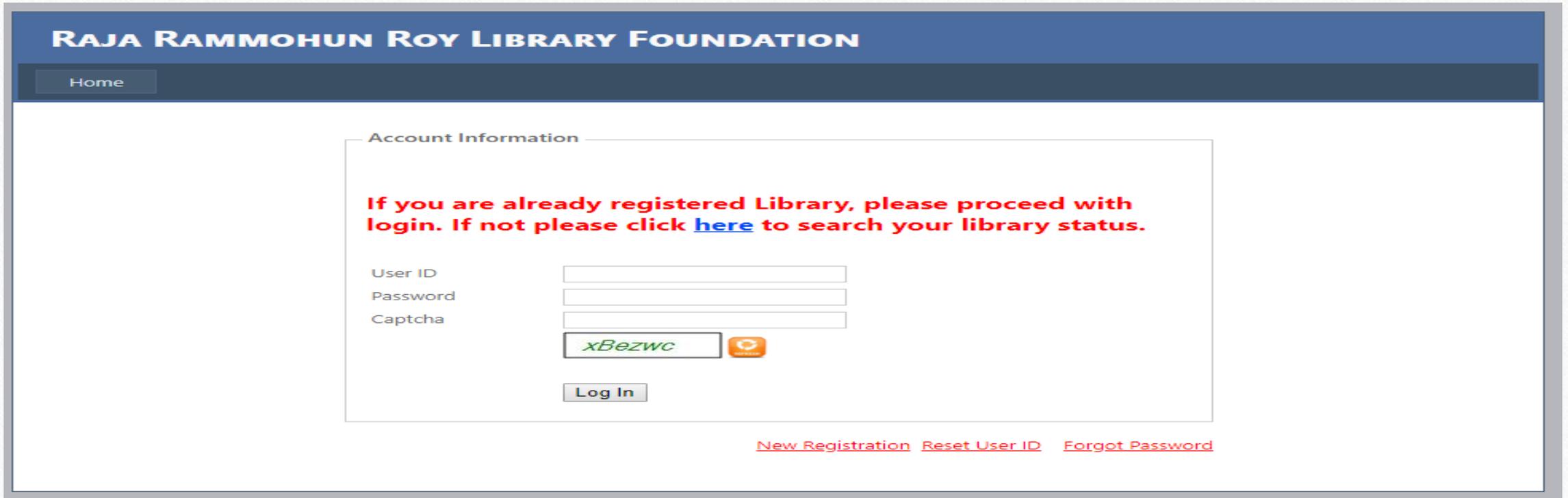
Online User Services

- ✓ Public Library Data Entry **NEW**
- ✓ Author / Publisher Registration
- ✓ Library Registration / Update
- ✓ Online Book Submission
- ✓ **Online Assistance Application** **NEW**



## Step 3. Login as a Library

Type User ID, Password and Captcha than click on Log In Button .



The screenshot shows the login interface for the RAJA RAMMOHUN ROY LIBRARY FOUNDATION. At the top, there is a blue header with the organization's name. Below the header is a navigation bar with a 'Home' button. The main content area is titled 'Account Information' and contains a red instruction: 'If you are already registered Library, please proceed with login. If not please click [here](#) to search your library status.' Below this instruction are three input fields for 'User ID', 'Password', and 'Captcha'. The 'Captcha' field contains the text 'xBezwc' and a refresh icon. A 'Log In' button is positioned below the input fields. At the bottom of the form, there are three links: 'New Registration', 'Reset User ID', and 'Forgot Password'.

(Note: - For Applying in any Scheme, Library Registration is required)  
Please see Annexure – A, for Library Registration, if your Library is not registered.

[Annexure A](#)

**Step 4:** After successful login, Library Assistance Page Open, Library can Apply, View and Check its application status from here:



## Raja Rammohun Roy Library Foundation, Ministry of Culture Assistance application



Scheme      Application Status Details      Apply for Assistance

RRRLF SPL LIBRARY [Log Out]

### Submitted By Library

#### Submission of application online

- Physical copy submitted to State Library Authority (3)
- Physical copy submitted to District Library Authority (0)

#### Recommendation by State/UT Authority

- Rejected online (0)
- Physical copy received at RRRLF (0)
- Recommended online, not received at RRRLF (0)

### Details of Online Assistance Application

Filter : Status - All

[Add/Update Filter](#)

[Change Sort Criteria](#) ▼

App ID	Scheme	Estimated Cost (in Rs.)	Status
010000001	Assistance to Voluntary Organization	12223	Submitted to State
030000016	Assistance to develop of difference sections	20111	Submitted to State
120000002	Assistance towards Establishment of Children Corner	12223	Submitted to State

## Step 5. Applying for New Assistance Under Non- Matching Scheme. The descriptions of the fields are as follows:

---

- I. Choose Assistance Scheme from drop down menu.
- II. Name & Address of Library display which is not editable. (if information not correct library should update library details before applying).
- III. Applicant Details: - Details of Applicant with correct email id and contact number.
- IV. Upload Application Form duly signed and verified by State/ District Authority/ Directorate and choose submitted to from drop down.
- V. Enter Estimated Expenditure required by library.

### Apply for Assistance

Assistance Scheme :  [Download Application Form](#) [View the Guideline](#)

#### GENERAL DETAILS

Name of the Library / Organization: RRRLF SPL LIBRARY

Address of the library:

Premises/Street No.	TEST STR	* Village/Town	TEST TN
* Post Office	TEST PO	State	ANDAMAN & NICOBAR ISLAND
District	ANDAMAN	* PIN Code	123456

#### Applicant Details:

Name *	Anirban Biswas	Designation *	SM
Organisation *	RRRLF	Postal Address *	Saltlake
Email Id *	mg@gmail.com	Contact No. *	23213213

#### ASSISTANCE APPLICATION FILE UPLOAD

\* Upload Application Form  Assitance\_Ap...est\_Doc.pdf \* Estimate Expenditure

Submitted To :

**Click on Save and Proceed to Apply for Assistance Button to Submit the Application**

Step 6. After Submission, Library will receive application submission confirmation mail. Library can track its Application status by clicking on the link sent to its email id.



## Raja Rammohun Roy Library Foundation, Ministry of Culture Assistance application



Scheme

Application Status Details

Apply for Assistance

RRRLF SPL LIBRARY [ Log Out ]

### Submitted By Library

#### Submission of application online

- Physical copy submitted to State Library Authority (3)
- Physical copy submitted to District Library Authority (0)

#### Recommendation by State/UT Authority

- Rejected online (0)
- Physical copy received at RRRLF (0)
- Recommended online, not received at RRRLF (0)

### Details of Online Assistance Application

Filter : Status - All

[Add/Update Filter](#)

[Change Sort Criteria](#) ▼

App ID	Scheme	Estimated Cost (in Rs.)	Status
0100000001	Assistance to Voluntary Organization	12223	Submitted to State
0300000016	Assistance to develop of difference sections	20111	Submitted to State
1200000002	Assistance towards Establishment of Children Corner	12223	Submitted to State

**Applying Online Assistance Application**

**by**

**State/ District Authority**

# Step 1. Repeat Step 1 & 2 which is mentioned above.



Special Library



Books Selected Under Central Selection



Grant Statistics

## Latest News

EXTENSION OF TENDER SUBMISSION

DATE

- Read More

NOTICE INVITING TENDER FOR AMC

- Read More

RRRLF Newsletter April 2017 - September

2017

- Read More

...other news

LOANS SANCTIONED UNDER MUDRA YOJANA

**133,785,649** \*  
\*AS ON 31ST JULY 2018



TRACK YOUR GOVERNMENT'S PERFORMANCE

KNOW MORE

## Get in touch

Block- DD-34, Salt Lake City, Sector-1, Kolkata-700064

Phone: +91 33 23373463/64

Fax: +91 33 23373465

Email: rrrlf-wb@nic.in

Contact Details

Complaint/ Suggestion

## Quick Links



## Online User Services

- ✓ Public Library Data Entry **NEW**
- ✓ Author / Publisher Registration
- ✓ Library Registration / Update
- ✓ Online Book Submission
- ✓ Online Assistance Application **NEW**

# Step 2. Login as a State/ District Authority

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Account Information

**If you are already registered Library, please proceed with login. If not please click [here](#) to search your library status.**

User ID

Password

Captcha

xBezwc



Log In

[New Registration](#) [Reset User ID](#) [Forgot Password](#)

**Step 3.** After successful login, State can view applications received for recommendation.



## Raja Rammohun Roy Library Foundation, Ministry of Culture Assistance application



Scheme

Application Status Details

Apply for Assistance

WEST BENGAL [ Log Out ]

### Submitted By Library

#### Submission of application online

- Physical copy submitted to State Library Authority (3)
- Physical copy submitted to District Library Authority (3)

#### Recommendation by State/UT Authority

- Rejected online (0)
- Physical copy received at RRRLF (2)
- Recommended online, not received at RRRLF (1)

### Submitted By State/UT Authority

#### Acceptance of physical copy by RRRLF

- Received at RRRLF (2)
- Not received at RRRLF (5)

### Details of Online Assistance Application

Filter : Status - All

[Add/Update Filter](#)

[Change Sort Criteria](#) ▼

App ID	Applicant	Scheme	Estimated Cost (In Rs.)	Status
010000007	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance to Voluntary Organization	10000	Received at RRRLF
010000009	BANTRA PUBLIC LIBRARY	Assistance to Voluntary Organization	9999	Submitted to District
010000011	WEST BENGAL	Assistance to Voluntary Organization	56665	Not received at RRRLF
020000017	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance towards Non-matching seminar	54324	Recommended by State
020000020	WEST BENGAL	Assistance towards Non-matching seminar	67567	Not received at RRRLF
030000015	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance to develop of difference sections	12333	Submitted to State
030000022	WEST BENGAL	Assistance to develop of difference sections	86586	Received at RRRLF

**Step 4.** State can view, check and verify the applications submitted by library. The descriptions of the fields are as follows:

I. State can reject / recommend the application.

### Apply for Assistance

Application Id 0300000015  
Assistance Scheme : Non-Matching : Assistance towards Celebration of 50/60/75/100/125

**GENERAL DETAILS**

Name of the Library / Organization BELDA BIRAJA CHARAN RURAL LIBRARY

Address of the library:

Premises/Street No.	KHARAGPUR TO CONTAI BUS ROAD	* Village/Town	BELDA
* Post Office	BELDA	State	WEST BENGAL
District	MIDNAPORE	* PIN Code	721424

Applicant Details:

Name *		Designation *	
Organisation *		Postal Address *	
Email Id *		Contact No. *	

**ASSISTANCE APPLICATION FILE UPLOAD**

\* View Application Form  \* Estimate Expenditure 12333

Did your library hosted any community engagement events in recent past?  Yes  No

Remarks (if Any) :

**Step 5.** State can select Assistance Scheme and submit/ forward the applications of the libraries. The descriptions of the fields are as follows:

- I. Choose Assistance Scheme
- II. Add Convener Details and Add Applicant Details
- III. Upload application form and submit

### Apply for Assistance

Assistance Scheme :

**GENERAL DETAILS**

Name of the State

**Convener Details:**

<b>Name</b>	ABHIJIT KUMAR BHOWMICK	<b>Designation</b>	LIBRARIAN
<b>Organisation</b>	Central State Library	<b>Postal Address</b>	Central State Library, 1/17 CIT SCHEME, VII-M, VIP ROAD
<b>Email Id</b>	shouvik.rrrf@gmail.com	<b>Contact No.</b>	9831352939

**Applicant Details:**

<b>Name *</b>	<input type="text"/>	<b>Designation *</b>	<input type="text"/>
<b>Organisation *</b>	<input type="text"/>	<b>Postal Address *</b>	<input type="text"/>
<b>Email Id *</b>	<input type="text"/>	<b>Contact No. *</b>	<input type="text"/>

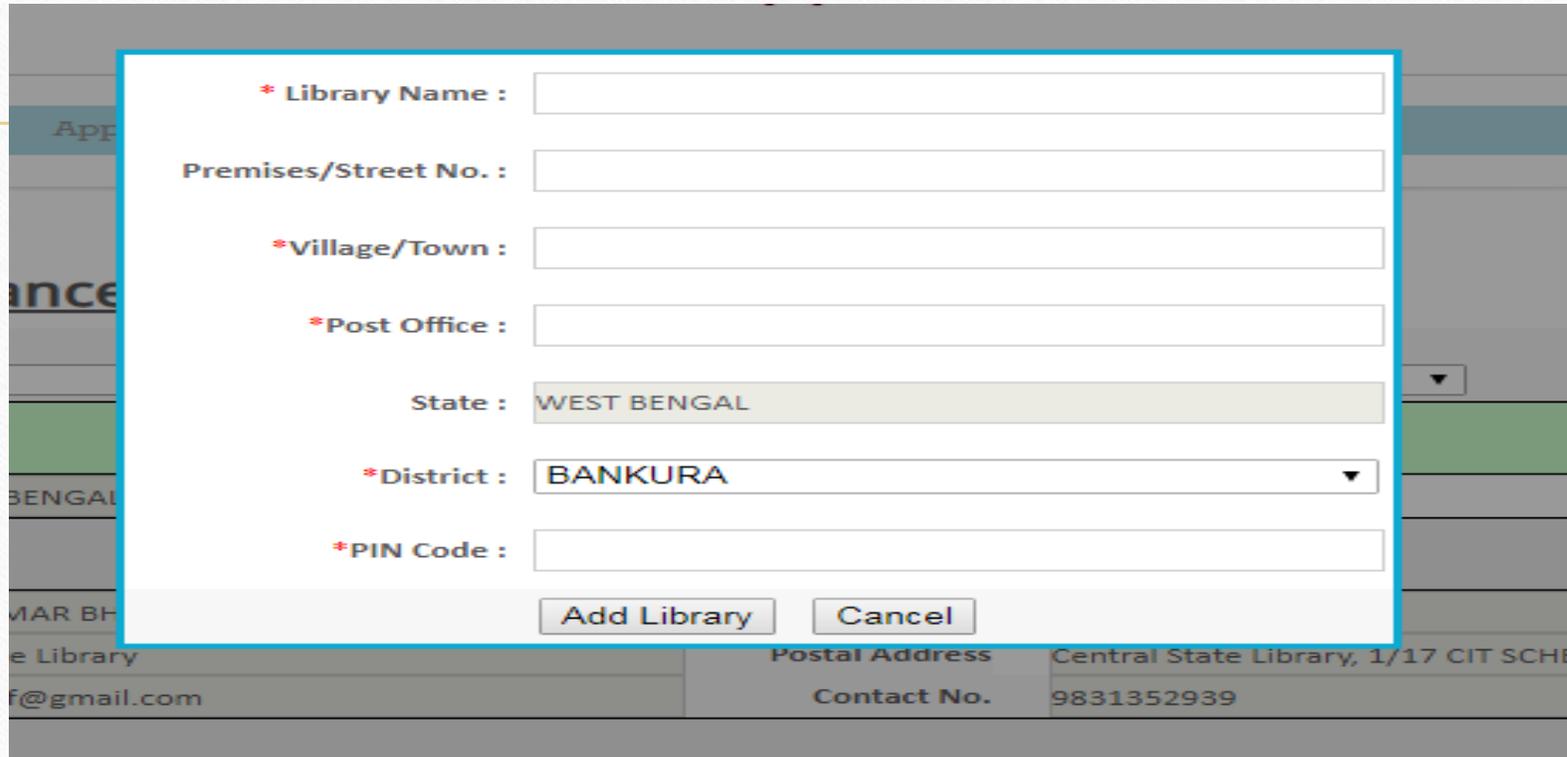
**ASSISTANCE APPLICATION FILE UPLOAD**

\* Upload Application Form  No file chosen      \* Estimate Expenditure

+ Add Recipient Library

# State/ District Authority Applying for Multiple Library

**Step 6.** State can add multiple Library by click on “+ Add Recipient Library” button and prepare list of libraries for assistance



The screenshot shows a web application interface with a modal form for adding a library. The form is highlighted with a blue border and contains the following fields:

- \* Library Name :
- Premises/Street No. :
- \*Village/Town :
- \*Post Office :
- State : WEST BENGAL (dropdown menu)
- \*District : BANKURA (dropdown menu)
- \*PIN Code :

At the bottom of the form, there are two buttons: "Add Library" and "Cancel".

Below the form, there is a table with the following information:

	Postal Address	Contact No.
	Central State Library, 1/17 CIT SCHE	9831352939

# **ANNEXURE –A**

---

**To Library Registration Status**

# Step 1. Search your library according to State and Districts:

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Search For Registered Libraries

State  \*

District  \*

Library Name

Find Result  =  

Search

# Step 2. Check your library Registration Status:

**RAJA RAMMOHUN ROY LIBRARY FOUNDATION**

[Home](#)

**Search For Registered Libraries**

NAME	POSTAL ADDRESS	CONTACT DETAILS	DETAILS	UPDATE	REGISTRATION STATUS	ACTION
ADF	DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Premises, PO: Mandamarri DIST: Adilabad, STATE: Andhra Pradesh	TEL NO: 9989796125	<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Near Bus Stand, Boath, PO: Boath DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Near Bus Stand, PO: Kadam DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Premises, PO: Jannaram DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Near Bus Stand, PO: Bazar Hath Noor DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Premises, PO: Jaipur DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Premises, PO: Kasipet DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Premises, PO: Tanoor DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
BRANCH LIBRARY	Gram Panchayat Kotapally, PO: Kotapally DIST: Adilabad, STATE: Andhra Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#)

Please click **Add New Library** at last page, if your library is not in the list

[Search Again](#)

Please see [Annexure – B](#), if your Library not in the list.

Step 3. If your library Registration Status is pending, then click on curve arrow button to send reminder mail to RRRLF:

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Search For Registered Libraries

NAME	POSTAL ADDRESS	CONTACT DETAILS	DETAILS	UPDATE	REGISTRATION STATUS	ACTION
PUBLIC TEHSIL LIBRARY	Jubble Road, Kotkhai, PO: Kotkhai DIST: Shimla, STATE: Himachal Pradesh		<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
STATE LIBRARY	PO: Simla DIST: Shimla, STATE: Himachal Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
GMBSSS SHIMLA	Govt. Model (boys) Sr. Sec. School, Lalpani, PO: Shimla DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 0177-2652486 EMAIL: sharmamanojkr2@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
GSSS BARAGAON SHIMLA	Baragaon Shimla, PO: Baragaon DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 1782245740 EMAIL: gsssbaragaon@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
GYAN KOSH GSSS CHIKHAR	Chikhar-171012, Chikhar, PO: Satlai DIST: Shimla, STATE: Himachal Pradesh	EMAIL: gsssChikhar@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>
TEHSIL LIBRARY RAMPUR BUSHAHR	Rampur Bushahr, PO: Rampur Bushahr DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 01782234021 EMAIL: tlrrampur@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder ↗</a>

1 2

Please click **Add New Library** at last page, if your library is not in the list

Search Again

Add New Library

# Step 4. If Registered but forget User ID or Password.

- If you forget Password, Click on Forget Password and go to step 5.
- If you forget User ID, Click on drop down button and choose Forget User ID, request would be sent to RRRLF in this regard.

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Search For Registered Libraries

NAME	POSTAL ADDRESS	CONTACT DETAILS	DETAILS	UPDATE	REGISTRATION STATUS	ACTION
PUBLIC TEHSIL LIBRARY	Jubble Road, Kotkhai, PO: Kotkhai DIST: Shimla, STATE: Himachal Pradesh	EMAIL: ml.thakur5@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	Registered	<a href="#">Reset User ID</a> <a href="#">Forget Password</a>
STATE LIBRARY	PO: Simla DIST: Shimla, STATE: Himachal Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
GMBSSS SHIMLA	Govt. Model (boys) Sr. Sec. School, Lalpani, PO: Shimla DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 0177-2652486 EMAIL: sharmamanojkr2@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗
GSSS BARAGAON SHIMLA	Baragaon Shimla, PO: Baragaon DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 1782245740 EMAIL: gsssbaragaon@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗
GYAN KOSH GSSS CHIKHAR	Chikhar-171012, Chikhar, PO: Satlai DIST: Shimla, STATE: Himachal Pradesh	EMAIL: gssschikhar@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗
TEHSIL LIBRARY RAMPUR BUSHAHR	Rampur Bushahr, PO: Rampur Bushahr DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 01782234021 EMAIL: tlrampur@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↗

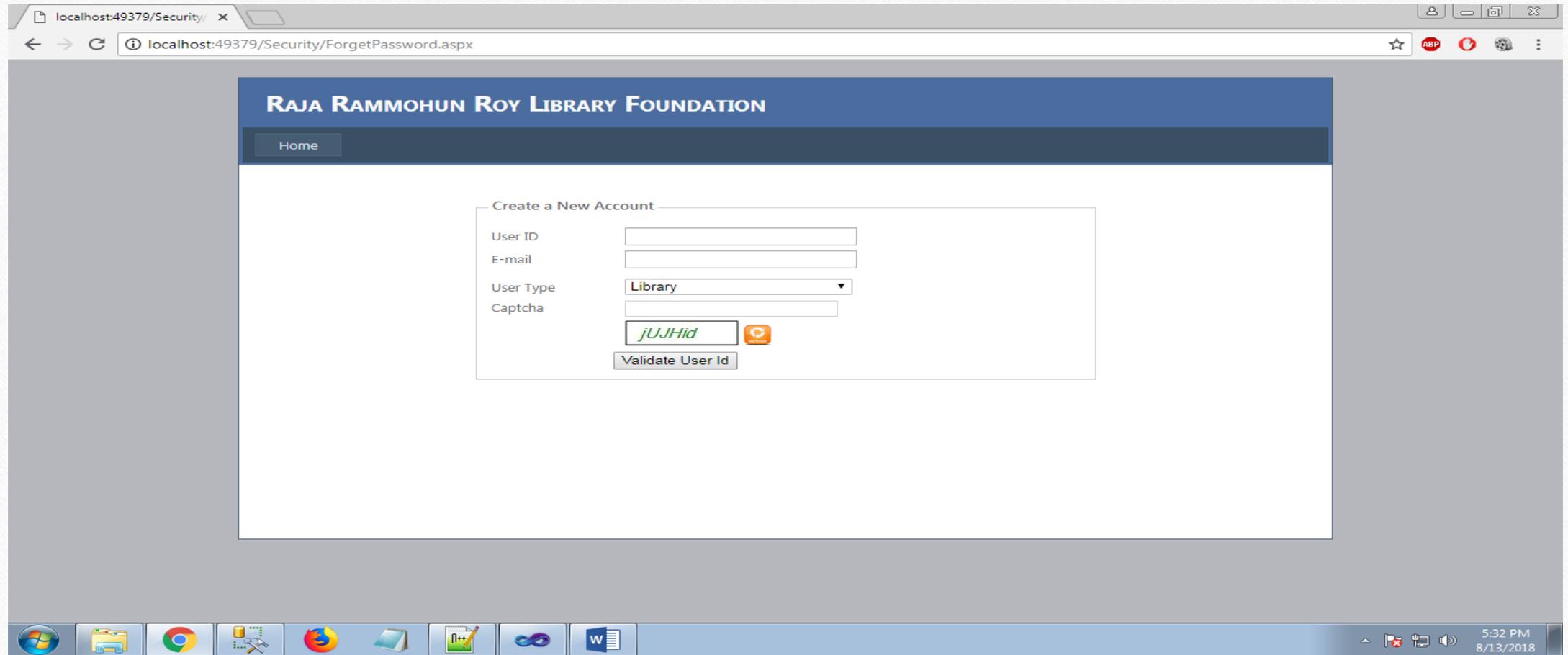
[1](#) [2](#)

Please click **Add New Library** at last page, if your library is not in the list

Search Again

Add New Library

**Step 5.** If you forget Password. Enter User ID, Email address & User type then click on Validate User ID:



localhost:49379/Security/ x

localhost:49379/Security/ForgetPassword.aspx

### RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

Create a New Account

User ID

E-mail

User Type

Captcha

*jUJHid* 

Validate User Id

5:32 PM  
8/13/2018

# Step 6. Enter new password and click on set new password:

The screenshot shows a web browser window with the address bar displaying `localhost:49379/Security/ForgetPassword.aspx`. The page title is **RAJA RAMMOHUN ROY LIBRARY FOUNDATION**. A navigation bar contains a **Home** link. A red error message reads: **User ID and / or Email mismatch**. Below this is a **Create a New Account** form with the following fields:

- User ID:
- E-mail:
- Password:
- Confirm Password:
- User Type:
- Captcha:

A captcha image showing the text `cWs2s4` is displayed next to the input field. A **Set Password** button is located at the bottom of the form.

The Windows taskbar at the bottom shows the system tray with the time **5:36 PM** and date **8/13/2018**. Open applications include Windows Explorer, Google Chrome, Visual Studio Code, Firefox, a folder icon, a document icon, and Microsoft Word.

# **ANNEXURE –B**

---

## **How to Register your Library**

**Step 1.** If your Library is not in the list. Click on Add New Library,

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Create a New Account

User Type	<input type="text" value="Library"/>
Library Name:	<input type="text"/>
User ID	<input type="text"/>
E-mail	<input type="text"/>
Password	<input type="text"/>
Confirm Password	<input type="text"/>
Captcha	<input type="text"/>

ZRGLs6



Create User

# Step 2. Now, Click on New Registration Button to register:

The screenshot shows a web browser window displaying the login page for the Raja Ram Mohun Roy Library Foundation. The page title is "RAJA RAMMOHUN ROY LIBRARY FOUNDATION". Below the title is a navigation bar with a "Home" button. The main content area is titled "Account Information" and contains the following text:

**If you are RRRLF Staff Member or State Authority, please continue with login. Otherwise please click [here](#) to register your library.**

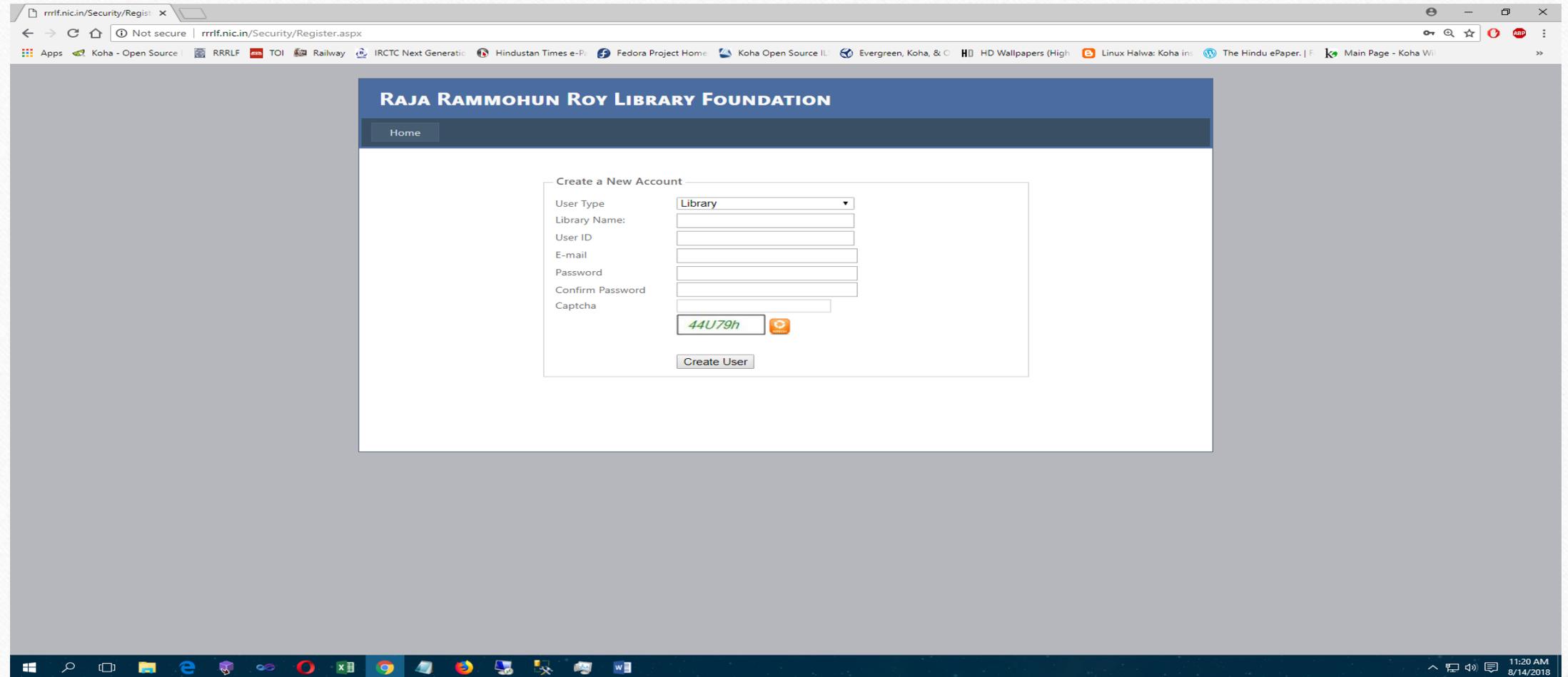
Below the text are the login fields:

- User ID: regadmin
- Password: \*\*\*\*\*
- Captcha: 6GquVo

A "Log In" button is located below the captcha. At the bottom of the form, there are three links: [New Registration](#), [Reset User ID](#), and [Forgot Password](#). A red box highlights the "New Registration" link, and a red arrow points down to it from the text above.

The browser's address bar shows the URL: [rrrf.nic.in/Security/Login.aspx?AC=LR&LC=TKVXX1JSUkxGX1NUQUZG](http://rrrf.nic.in/Security/Login.aspx?AC=LR&LC=TKVXX1JSUkxGX1NUQUZG). The taskbar at the bottom shows the Windows operating system with various application icons and the system clock displaying 11:19 AM on 8/14/2018.

# Step 3. Choose User Type, Enter other details and click on Create User:



The screenshot shows a web browser window displaying the registration page for the RAJA RAMMOHUN ROY LIBRARY FOUNDATION. The page title is "RAJA RAMMOHUN ROY LIBRARY FOUNDATION" and the URL is "rrrf.nic.in/Security/Register.aspx". The page features a "Home" button and a "Create a New Account" form. The form includes the following fields:

- User Type: A dropdown menu with "Library" selected.
- Library Name: A text input field.
- User ID: A text input field.
- E-mail: A text input field.
- Password: A text input field.
- Confirm Password: A text input field.
- Captcha: A text input field containing the characters "44U79h" and a refresh button.

A "Create User" button is located at the bottom of the form. The browser's taskbar at the bottom shows the time as 11:20 AM on 8/14/2018.

# Step 4. Enter your Library Details:

rrrf.nic.in/LibraryDirector x

Not secure | rrrf.nic.in/LibraryDirectory/AddUpdateLibraryProfile.aspx

Apps Koha - Open Source RRRLF TOI Railway IRCTC Next Generatio Hindustan Times e-P Fedoa Project Home Koha Open Source IL Evergreen, Koha, & C HD Wallpapers (High Linux Halwa: Koha ins The Hindu ePaper, | F ko Main Page - Koha Wi

## Library Details Entry

(\* Fields Are Mandatory)

**Basic Information**

Name of the Library/Organisation	<input type="text" value="Test"/>	* Library Status	<input type="text" value="Aided"/>
Premises/Street No.	<input type="text"/>	Village/Town	<input type="text"/>
Post Office	<input type="text"/>	* State	<input type="text" value="ANDAMAN &amp; NICOBAR ISLAND"/>
District	<input type="text" value="ANDAMAN"/>	* PIN	<input type="text"/>
Telephone No.	<input type="text"/>	Mobile/Alternative No	<input type="text"/>
FAX	<input type="text"/>	Email ID	<input type="text" value="test@gmail.com"/>
Library Website	<input type="text"/>		
Location Type	<input type="text" value="Select"/>	* Landmark	<input type="text"/>
Bus Stop	<input type="text"/>	Rail Station	<input type="text"/>

**Establishment & History Details**

Year of Establishment	<input type="text"/>
Library Brief History	<input type="text"/>

**Collection**

Total Books	<input type="text"/>	Daily Newspaper	<input type="text"/>
Magazines/ Serials	<input type="text"/>	Rare Books	<input type="text"/>
Manuscripts	<input type="text"/>		

**Services**

Lending Facility	<input type="radio"/> Yes <input type="radio"/> No	Children Section	<input type="radio"/> Yes <input type="radio"/> No
------------------	--	------------------	--

Windows taskbar: 11:21 AM 8/14/2018

**Step 5.** Enter all details, upload library picture, library registration documents and any other library related document than click to submit:

rrrf.nic.in/LibraryDirectory/AddUpdateLibraryProfile.aspx

Year of Establishment

Library Brief History

**Collection**

Total Books

Magazines/ Serials

Manuscripts

Daily Newspaper

Rare Books

**Services**

Lending Facility  Yes  No

Internet Facility  Yes  No

Children Section  Yes  No

Text Book Section  Yes  No

**Members, Staff & Others Information**

Registered Members

Working Hours

Building  \*

Membership Rule

Membership Fee

Total Staff

Closed Holiday

Source of Income  \*

Remarks

No file chosen  
\* (.jpg file only)

Photo Of Library

No file chosen  
\* (.pdf file only)

Registration Certificate of Library

Assisted By RRRLF

Captcha

11:21 AM 8/14/2018

Step 6. After submission, “Record Updated Successfully” message would be displayed.

The screenshot shows a web browser window with the URL `192.9.200.235/LibraryDirectory/AddUpdateLibraryProfile.aspx`. The page header for the "RAJA RAMMOHUN ROY LIBRARY FOUNDATION" includes a "Log Out" link and a "Welcome NEW TEST" message. A navigation link "[Back to Search](\"#\")" is present. The main heading is "Library Details Entry" with a note "(\* Fields Are Mandatory)". A red message "Record Updated Successfully" is displayed. Below this, the "Basic Information" section contains a form with the following fields and values:

Name of the Library/Organisation	New Test	* Library Status	Aided
Premises/Street No.	sdfgfd	Village/Town	dfg
Post Office	dfgdf	* State	ANDAMAN & NICOBAR ISLAND
District	ANDAMAN	* PIN	3242342
Telephone No.	23432423	Mobile/Alternative No	2342342323
FAX	24234	Email ID	test@gmail.com
Library Website			
Location Type	RURAL	* Landmark	sadfsdaf
Bus Stop	sdfsd	Rail Station	sdfds

The "Establishment & History Details" section includes:

Year of Establishment	1234
Library Brief History	asdfsdfs

The Windows taskbar at the bottom shows the system time as 11:57 AM on 8/14/2018.

# Step 7. Close the window and do fresh search to check Registration Status:

## RAJA RAMMOHUN ROY LIBRARY FOUNDATION

Home

### Search For Registered Libraries

NAME	POSTAL ADDRESS	CONTACT DETAILS	DETAILS	UPDATE	REGISTRATION STATUS	ACTION
PUBLIC TEHSIL LIBRARY	Jubble Road, Kotkhai, PO: Kotkhai DIST: Shimla, STATE: Himachal Pradesh	EMAIL: ml.thakur5@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	Registered	<a href="#">Reset User ID</a> <a href="#">Forget Password</a>
STATE LIBRARY	PO: Simla DIST: Shimla, STATE: Himachal Pradesh		<a href="#">View</a>	<a href="#">Update</a>	Not Registered	<a href="#">Register Your Library</a>
GMBSSS SHIMLA	Govt. Model (boys) Sr. Sec. School, Lalpani, PO: Shimla DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 0177-2652486 EMAIL: sharmamanojkr2@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻
GSSS BARAGAON SHIMLA	Baragaon Shimla, PO: Baragaon DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 1782245740 EMAIL: gsssbaragaon@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻
GYAN KOSH GSSS CHIKHAR	Chikhar-171012, Chikhar, PO: Satlai DIST: Shimla, STATE: Himachal Pradesh	EMAIL: gssschikhar@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻
PUBLIC AND ACADEMIC LIBRARY	Summerkot, Summerkot, PO: Summerkot DIST: Shimla, STATE: Himachal Pradesh	EMAIL: plsummerkot@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻
TEHSIL LIBRARY RAMPUR BUSHAHR	Rampur Bushahr, PO: Rampur Bushahr DIST: Shimla, STATE: Himachal Pradesh	TEL NO: 01782234021 EMAIL: tlrrampur@gmail.com	<a href="#">View</a>	<a href="#">Update</a>	<a href="#">Pending Registration</a>	<a href="#">Send Reminder</a> ↻

1 2

Please click **Add New Library** at last page, if your library is not in the list

[Search Again](#) [Add New Library](#)

**Online Assistance Application**

**RRRLF**

---

**Admin Panel**

# Step 1. Login as a RRRLF Official:

localhost:49379/Security/ x

localhost:49379/Security/Login.aspx?AC=AA

**RAJA RAMMOHUN ROY LIBRARY FOUNDATION**

Home

Account Information

User ID: regadmin

Password: .....

Captcha: quKWJo

quKWJo

Log In

[New Registration](#) [Reset User ID](#) [Forgot Password](#)

4:00 PM 7/14/2018

## Step 2. After Login RRRLF official can view the submitted applications:

localhost:49379/OnlineLib x

localhost:49379/OnlineLibraryAssistance/AppliactionDetails.aspx

Scheme Application Status Details Apply for Assistance Show Reports »

regadmin [Log Out]

Submission of Physical Copy by library		Details of Online Assistance Application Status				
	Application Id	Applicant	Scheme	Estimated Cost	Details	Status
- Submitted to State Library Authority/Directorate (1)	010000064	RRRLF SPL LIBRARY	Assistance to Voluntary Organization	85878	View	Application Rejected
- Submitted to District Library Authority (0)						Recommended
Recommendation of application submitted by Library						& Physical Copy Send to RRRLF
- Recommended online, but Physical Copy not sent (0)	010000070	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance to Voluntary Organization	5345	View	Application Rejected
- Physical Copy sent to RRRLF (3)	010000072	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance to Voluntary Organization	123345	View	Recommended & Physical Copy Send to RRRLF
- Rejected by State Library Authority/Directorate (4)	010000073	BELDA BIRAJA CHARAN RURAL LIBRARY	Assistance to Voluntary Organization	40989	View	Submitted by State & Physical Copy Send
Submission of application directly by State Library Authority/Directorate						RRRLF
- Submitted online, but Physical Copy not sent (1)	010000078	ANDAMAN & NICOBAR ISLAND	Assistance to Voluntary Organization	7578548	View	Submitted by State & Physical Copy Send
- Physical Copy sent to RRRLF (3)						Submitted by State & Physical Copy Send
Physical Copy received by RRRLF						Submitted by State & Physical Copy Send
- Application submitted by Library, recommended by State Library Authority/Directorate (3)	010000081	ANDAMAN & NICOBAR ISLAND	Assistance to Voluntary Organization	857525	View	Submitted by State & Physical Copy Send

4:02 PM 7/14/2018

Step 3. View application details and click on received application if the physical copy has been received:

localhost:49379/OnlineLib x

localhost:49379/OnlineLibraryAssistance/ApplicationCreation.aspx?AI=MDkwMDAwMDA3NQ==

regadmin [ Log Out ]

### Apply for Assistance

Application Id 0900000075

Assistance Scheme : Non-Matching : Assistance to Voluntary Organization [Download Application Form](#)  
[View the Guideline](#)

**GENERAL DETAILS**

Name of the Library / Organization BANTRA PUBLIC LIBRARY

Address of the library:

Premises/Street No.	42/3,LAKSHMI NARAYAN CHAKRABORTY LANE,HOWRAH	* Village/Town	
* Post Office		State	WEST BENGAL
District	HOWRAH	* PIN Code	

Applicant Details:

Name *	Mr. Qisjd RzGxbashdbs	Designation *	Ggdhjsdu Tzdtsv
Organisation *	GASTYS jaHauish	Postal Address *	253/231, hdgsdu,, Delhi - 74554545
Email Id *	3527sdg@rediffmail.com	Contact No. *	011-5545613

**ASSISTANCE APPLICATION FILE UPLOAD**

\* View Application Form \* Estimate Expenditure 7854965456

Remarks (If Any) :

Received By RRRLF

@Copyright RRRLF | Designed by RRRLF | Hosted by NIC

Last Updated on : October 6, 2015

4:04 PM 7/14/2018