

ANNUAL LIBRARY ACTIVITY PLAN

CALENDER OF ACTIVITIES 2023 – 2024

LIBRARY

MONTH	ACTIVITIES
APRIL	<ol style="list-style-type: none"> 1. Orientation for class VI. (Know your Library) 2. Creating member ID for VI in the Software 3. World Book Day 4. Disposal of Old Newspaper & Magazine 5. Issue of Class Library Books from I to VIII 6. Issue of Text Books for Staff. 7. Library Committee Meeting
JUNE & JULY	<ol style="list-style-type: none"> 1. Orientation for class XI. 2. Creating member ID for XI in the Software 3. Library Projects 4. Issue of Books 5. Book Review for the Assembly 6. Reader's Club Activities 7. Purchase of Books 8. Library Committee Meeting
AUGUST	<ol style="list-style-type: none"> 1. Library Committee Meeting 2. Purchase of Books 3. Stock Entry 4. Bar Coding 5. Auction of the Condemned Books
SEPTEMBER	<ol style="list-style-type: none"> 1. Display of New Books 2. Hindi Books Purchase 3. Library Committee Meeting 4. Hindi Fortnight
OCTOBER	<ol style="list-style-type: none"> 1. Library Committee Meeting 2. Publication of Library Newsletter 3. Blog updation
NOVEMBER	<ol style="list-style-type: none"> 1. Book Week 2. Competitions 3. Book Fair 4. Display of New Arrivals 5. Library Committee Meeting
DECEMBER	<ol style="list-style-type: none"> 1. Old Newspapers & Magazines disposal 2. Library Committee Meeting
JANUARY	<ol style="list-style-type: none"> 1. Completion of Purchase of Books 2. User awareness program on exam oriented resources

FEBRUARY	<ol style="list-style-type: none">1. Collection of Issued Books Back2. Stopping the circulation of books to students3. Returning of class library books4. Preparation of weeded out list
MARCH	<ol style="list-style-type: none">1. Stock Verification2. Submission of Condemnation List