

वार्षिक पुस्तकालय क्रियाकलाप योजना

**16. ANNUAL LIBRARY ACTIVITY PLAN (ALAP) 2023-'24**

**APPENDIX-3**

S. No	Event	Proposed Dates/Month	Activities
<b>2023</b>			
1.	<b>National Reading Day-Reading Month</b>	June 19- July 18	<b>Inauguration of INFOBREAK</b> Reading Week Celebrations i. Inauguration: Reading day pledge ii. Meet the Author iii. Competitions (G.K. Hunt, Paint a Story) iv. Book Fair
2.	Inauguration of <b>Readers' Club</b>	June	Beginning of Reader's Club activities for the session
3.	<b>Library Orientation</b>	June	Class VI-VIII students & New students
4.	<b>International Day of Yoga (21 June)</b>	June	Display of Books on Yoga
5.	<b>Functional Activities</b>	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.	<b>Functional Activities</b>	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.	<b>Premchand Jayanti</b>	31 July	Display of books by Munshi Premchand. Sharing of Digital collection.
8.	<b>D.E.A.R.</b>	July	Drop Everything And Read: The whole school reading programme
9.	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. Virtual exhibition.
10.	Book Fair	June-July	In collaboration with publishers.
11.	<b>Functional Activities</b>	August	i. Preparation of book suggestion/recommendation Lists ii. Selection of books by visiting the local book shops by the Committee members
12.	Hiroshima Day (6 August)	August	Remembering the victims, "Against War" exhibition. Online.
13.	Independence Day (9-23 Aug.)	August (13-18)	Exhibition of books on freedom struggle & Freedom fighters (Azadi ka Amrit Mahotsav)
14.	<b>Functional Activities</b>	September	i. Issue of books to class libraries (2) ii. Career Development Programme iii. Meeting of Library Committee
15.	Teacher's Day (5 Sept.)	September (3-6)	Exhibition of books on or by Dr S. Radhakrishnan
16.	International Literacy Day	Sept. 8	Essay writing contest

17.	Hindi Fortnight	September	Exhibition of popular Hindi books in the library and related competitions
18.	<b>Functional Activities</b>	October	i. Publication of Library Bulletin/Newsletter ii. Preparation and display of List of defaulters
19.	Gandhi Jayanti (2 Oct.)	October	Exhibition of books on or by Mahatma Gandhi and Non violence
20.	U. N. Day (24 Oct.)	October	Exhibition of books on United Nations and other International organisations
21.	International School Library Day (ISLD) & Month	October	Talk by an eminent (local) Librarian, Book Donation Drive, "Smart Web Searcher" competition.
22.	<b>Gift a Book &amp; Get a Friend</b>	October	Library Social Connect Programme
23.	<b>Functional Activities</b>	November	i. User awareness programmes for Teachers ii. Information literacy sessions
24.	Children's Day (14 Nov.)	November	Exhibition of books on or by Jawaharlal Nehru, Competitions
25.	National Education Day (11 Nov.)	November	Exhibition of books on or by Dr Abdul Kalam Azaad, Essay writing, newspaper reading competitions
26.	National Library Week (3 <sup>rd</sup> Week of November)	November	Exhibition of rare books in the library Competitions: Book review , Storytelling , Book reading , Literary quiz, Designing Bookmarks , Assembly programmes , "Find the book", Library cultural programmes, etc
27.	Indira Gandhi's Birthday (19 Nov.)	November	Exhibition of books on Indira Gandhi and other Indian Prime Ministers
28.	<b>Functional Activities</b>	December	i. Updating student's database ii. Organizing programmes for class Libraries iii. Issue of books to class libraries (3)
29.	Army Flag Day (7 Dec.)	December	Exhibition of books on Indian Army and warfare
<b>2024</b>			
30.	<b>Functional Activities</b>	January	i. Publication of Library Bulletin/Newsletter ii. User awareness programme on Exam oriented resources in the Library iii. Exhibition of Multimedia CD/DVDS
31.	Republic Day (26 January)	January	Exhibition of books on "India: Society and constitution"
32.	Martyr's Day (30 January)	January	Exhibition of books on or by freedom fighters
33.	National Youth Day (12 Jan.)	January	Display of Books on or by Swami Vivekananda
34.	<b>Functional Activities</b>	February	i. Returning of class library books ii. Reminders to defaulters iii. Stopping the circulation of books to students iv. Meeting of Library Committee
35.	Safer Internet Day (7 Feb.)	February	Online/cyber safety workshops, talks, exhibitions, etc.
36.	<b>Functional Activities</b>	March-April	Stock verification
37.	<b>Face a Book Challenge, Edition5: Summer Reading Challenge</b>	April-May	Summer reading programme with 4 components and evaluation
38.	<b>100 Days of Reading Programme</b>	June-Feb.	CBSE initiative to promote reading and FLN.

39.	<b>Workshop on Reading</b>	April-May	One Week Workshop on Reading
40.	<b>Infobreak</b>	June-Feb	10 Minutes G.K. sessions during the lunch-break
<b>Other Routine Functional Activities</b>			
41.	Book Fairs	03 times/year	In collaboration with external agencies
42.	Preparation of Library statistics	Quarterly	As per the Library Guidelines
43.	Checking of Library note books	Regularly	Class VI-IX
44.	Display of New Arrival List	Regularly	As and when needed.
45.	Retro conversion of documents	Regularly	As and when needed and parallel to other activities.
46.	Disposal of old newspapers and Magazines	Quarterly	As per the rules.
47.	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
48.	Screening of VCDs	Once in a month	Screening of Educational and issue based VCDs for primary children
49.	Reader's Club activities	Whole year	Seminars, Exhibitions, displays, competitions, Meet the Author, Book discussions
50.	Know your Library Programmes (Library orientation)	Beginning of the session	Tour to the library to understand its resources and activities
51.	Library Blogs, Digital Library	Regularly	Updating and maintenance
52.	Workshop on Reading	Annually	A 3 day workshop on reading
53.	<b>Career Guidance Programmes</b>	Throughout the year	Career corner and display of related materials on the bulletin board Blog: <a href="http://careercell.wordpress.com">http://careercell.wordpress.com</a>
54.	Class Libraries	As per Library Policy	Circulation of Books, Book reviews, library corner, activities, etc.
55.	Online Activities	Regular maintenance of Library Blogs and Social networks	BLOGS <a href="http://librarykvpattom.wordpress.com">http://librarykvpattom.wordpress.com</a> <a href="http://kvpattomemagazine.wordpress.com">http://kvpattomemagazine.wordpress.com</a> <a href="http://homeworksonline.wordpress.com">http://homeworksonline.wordpress.com</a> <a href="http://careercell.wordpress.com">http://careercell.wordpress.com</a> <a href="http://faceabookinfo.wordpress.com">http://faceabookinfo.wordpress.com</a>
56.	Reader of the Month	Monthly	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
57.	Best Reader Awards & Best Performer (FaB Challenge)	Annually	For best library users from each class and Best performer of the FaB Challenge. Distributed on the Annual Day function
58.	Publication of library bulletins, Newsletter.	Annually	Online journal.
59.	Little Open Library		Give a Book & Take a Book. Sharing with society.
60.	PM Shri	Annually	Library Grant & Desktops for E-Reading