

## **Online e-Resource Requisition System Help Manual**

Based on the instruction from MHRD, the INFLIBNET Centre, implementing agency of eShodhSindhu has developed an Online e-Resources Registration System to seek interest of e-Resources from all Higher Education Institutes through a portal. This system facilitates higher education Institutions in the country to submit resources including e-Journals and e-databases required for their Institutes for the year 2018 onwards. The AICTE institutes can submit their requirement and view the status of negotiation for their requested resources.

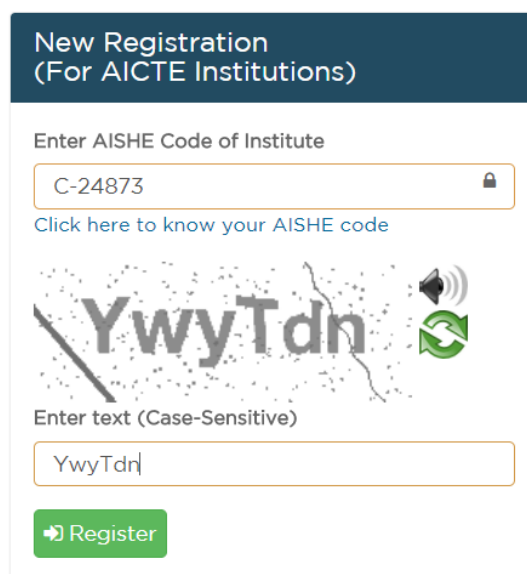
Steps to Submit the Form:

Step 1: Registration as Authorized Person for Submitting the Details

Step 2: Login to the Portal and fill in the details of e-resources required for your Institute and view the negotiation status & rates of subscription.


### **Step 1: Registration as Authorized Person for Submitting the Details**

The Online e-Resources Requisition System is accessible at <https://www.inflibnet.ac.in/ess/oes/> or <http://ess.inflibnet.ac.in/oes/>

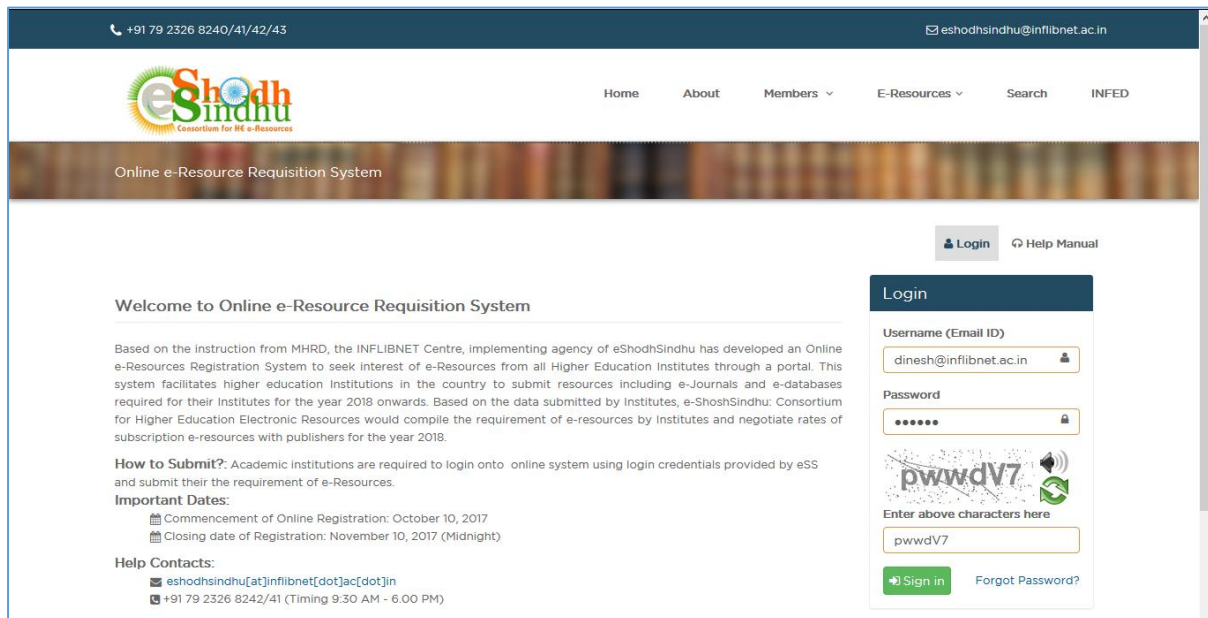


The registration to the portal is opened for AICTE Institutions. The Librarians/Contact Persons of the existing members of e-Shodh Sindhu have to register on the portal at <https://www.inflibnet.ac.in/ess/oes/vclogin.php>. Upon registration, a email containing the login credentials for accessing the portal will be sent to the contact mail.

Registration Details

State	Institute Name	AICTE ID of Institute for the year 2017-18	
Andhra Pradesh	THAMMI NAIDU VIDYA DEGREE COLLEGE-Srikakulam		
Click here to know your AICTE id for the year 2017-18			
Nodal Officer Details			
Prefix	First Name	Last Name	Designation
Select			
STD Code	Phone No.	Email (Username)	Mobile
<input type="checkbox"/>	This is to certify that I am authorized person to submit the required details for the above institute. In case of any dispute, I will be solely responsible for the same.		
 Enter text (Case-Sensitive) <input type="text"/>			
<input type="button" value="Register"/>			

Once you receive the login details in your e-mail, visit the login page of System as shown below:




The screenshot shows the login page of the Online e-Resource Requisition System. The page features a dark blue header with contact information and a navigation menu. The main content area includes a welcome message, a detailed description of the system, and a login form. The login form has fields for Username (Email ID) and Password, with a 'Sign in' button and a 'Forgot Password?' link. A CAPTCHA image is also present.

For the first time you login to the system you will be asked to set your new password as shown below:

### Change Password

**New Password**

**Re-type Password**



Enter above characters here

Input your new password and submit the new password. Once you submit you will be redirected to the login page once again.

**Step 2: Login to the Portal and fill in the details of e-resources required for your Institute**

Once you login to the System, you will be able to view your institute name and contact details as shown in below screenshot. You can update the details of your institution along with IP addresses after logging in to the portal.

Institute Profile

**THAMMI NAIDU VIDYA DEGREE COLLEGE**  
 ponugutivalasa Vill., Santhakavati, Santha kavati, Srikakulam, Andhra Pradesh

**Librarian / Professor I/c Library Contacts :**  
 Mr. Hitesh Solanki  
 Phone: 079-23268249  
 Email: hitesh@infnlibnet.ac.in

**Technical Contacts :** No Technical contacts found !!!

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**IP Details:** No IP details found !!!

**The Ranges of IP addresses used for Internet Access**

IP Start	IP End	Action
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="background-color: #4CAF50; color: white; padding: 2px 5px; border: none;" type="button" value="Save"/>

**Step 2:**

Use this step to provide your preference for different e-resources required by your institution. The submission page will open as per the below screenshot.

e-Resource Requisition for the year 2018

Submit e-Resource Details

Resource Collection	Resource Status	Action
<input style="width: 90%; border: 1px solid #ccc;" type="text" value="Select Resource Collection"/>	<input style="width: 90%; border: 1px solid #ccc;" type="text" value="Select status"/>	<input style="background-color: #4CAF50; color: white; padding: 5px 10px; border: none;" type="button" value="Save"/>

Provide the necessary details as explained below:

**Resource Name:** Select the resource name from among the list of e-resources available in the dropdown menu.

**Status:** Select the status of the resource, i.e, whether the resource is already subscribed by your institute in 2017 or you are planning to subscribe to the resource in 2018.

Provide all the relevant details and click on “Save”. The resources will be saved and the list of resources will be available below the “Submit e-Resources Details” as shown below:

List of Requested Resources for the year 2018 Search:

Resource Collections	Resource Type	Resource Status	Negotiated Status
ASTM Digital Library	database	Library Subscribed in 2017	₹ <a href="#">View Negotiated Rate</a>
Ebsco - Art and Architecture Complete	database	Library Subscribed in 2017	■■ Under Negotiation
EBSCO Management	ftdatabase	New Requirement for 2018	■■ Under Negotiation

Showing 1 to 3 of 3 entries

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\* Institutions may negotiate and subscribe the resources from respective publishers by its own for the year 2018.

Note: If you are not able to view your desired resource collection, please mail us at [eshodhsindhu@inflibnet.ac.in](mailto:eshodhsindhu@inflibnet.ac.in) with name of resource and brief description about the content covered in the collection.

If you find any difficulty in submitting the form please contact us as per below details:

Email: [eshodhsindhu@inflibnet.ac.in](mailto:eshodhsindhu@inflibnet.ac.in)

Telephone: +91 79 2326 8242/41 (Timing 9:30 AM - 6.00 PM)