



Assam State School Education Board (ASSEB), DIV-II

<https://textbook.ahseconline.in>

USER MANUAL FOR INSTITUTIONS

ON

Book Requisition Management System Institution Process

Home Page:

Step 1: Click on Login > Institution

0361-2551565 | ahsec2@yahoo.com

 Assam State School Education Board (ASSEB), DIV-II
BAMUNIMADAM :: GUWAHATI-781021
Textbook Requisition Management System

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Latest News & Announcements

Institution
Admin
Publisher

Quick Links

- NCERT Textbook List
- Notifications
- Institution Manual
- Publisher Manual

Important Links

- Darpan

11 Nov 2025
All Publishers have to login with their Registered Mobile Number & Default Password "Book@2025"
All Publishers have to login with their Registered Mobile Number & Default Password "Book@2025"
[Read More](#)

11 Nov 2025
All institutions have to login with their Institution Code & Default Password "Book@2025"
All institutions have to login with their Institution Code & Default Password "Book@2025"
[Read More](#)

Step 2: Insert 6 Digit Institution Code & Default Password as **Book@2025**

 ASSAM STATE SCHOOL EDUCATION BOARD, DIVISION - II

Institution Login

INSTITUTION CODE

PASSWORD
 

Remember Me

Sign in

Institution Profile Update

Step 3: Update Institution profile by provide the required Details

Please Update your Account/ Institution Details

Account Setup

At first please update below details.

Minimum 6 Character.

Available Medium

Assamese
 English
 Bodo
 Bengali

Institution Dashboard



UDISE CODE: [REDACTED]
INSTITUTION CATEGORY: PROVINCIALIZED
INSTITUTION TYPE: HIGHER SECONDARY

Address
DISTRICT: LAKHIMPUR
EDUCATION BLOCK: NOWBOICHA
PRINCIPAL NAME: [REDACTED]

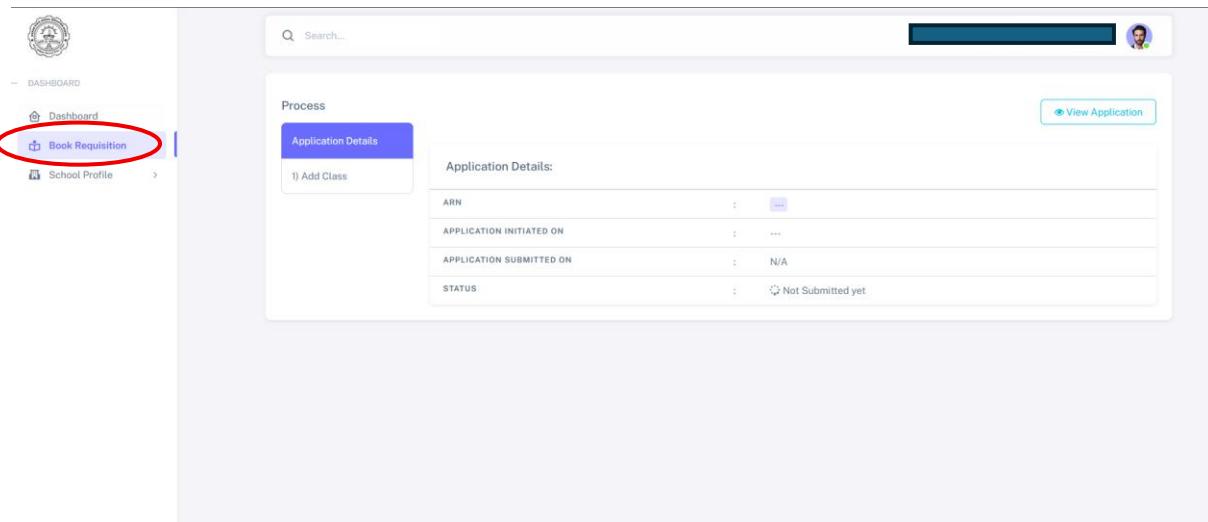
Available Books List

ADVANCE ASSAMESE অসমীয়া উচ্চতর সাহিত্য সংকলন	XI, Assamese
ADVANCE ASSAMESE অসমীয়া উচ্চতর সাহিত্য সংকলন	XII, Assamese
ADVANCE BENGALI Praagraschar Bangla Sahitya Sankalan	XI, Bengali
ADVANCE BENGALI Praagraschar Bangla Sahitya Sankalan	XII, Bengali
ADVANCE BODO Thunlai Suju Bijab	XI, Bodo

 Total Student **255**

 Available Books **150**

Step 4: Apply for Book Requisition



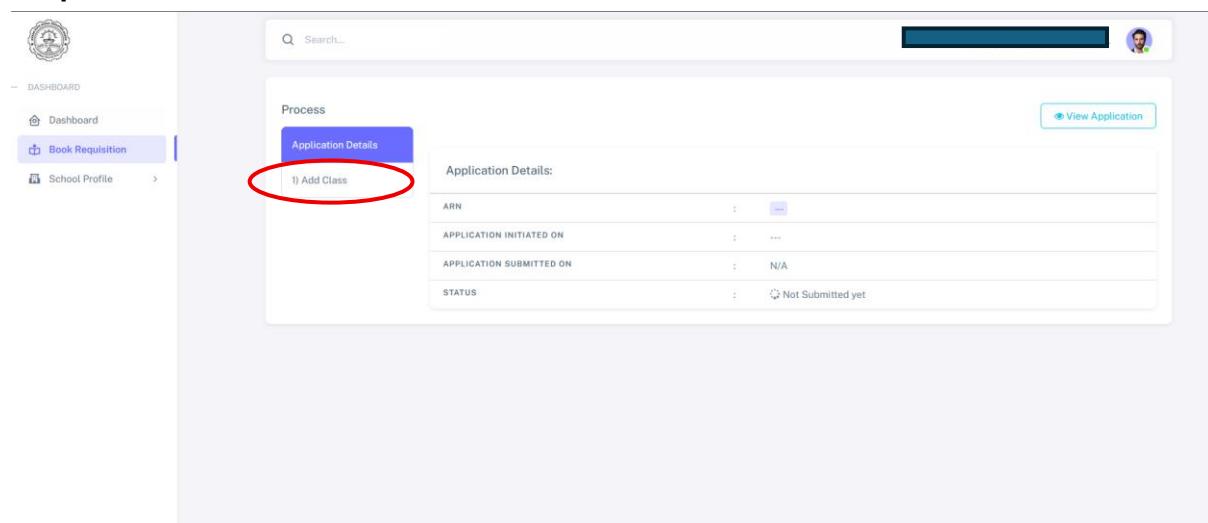
Process

Application Details:

ARN	:	...
APPLICATION INITIATED ON	:	...
APPLICATION SUBMITTED ON	:	N/A
STATUS	:	Not Submitted yet

[View Application](#)

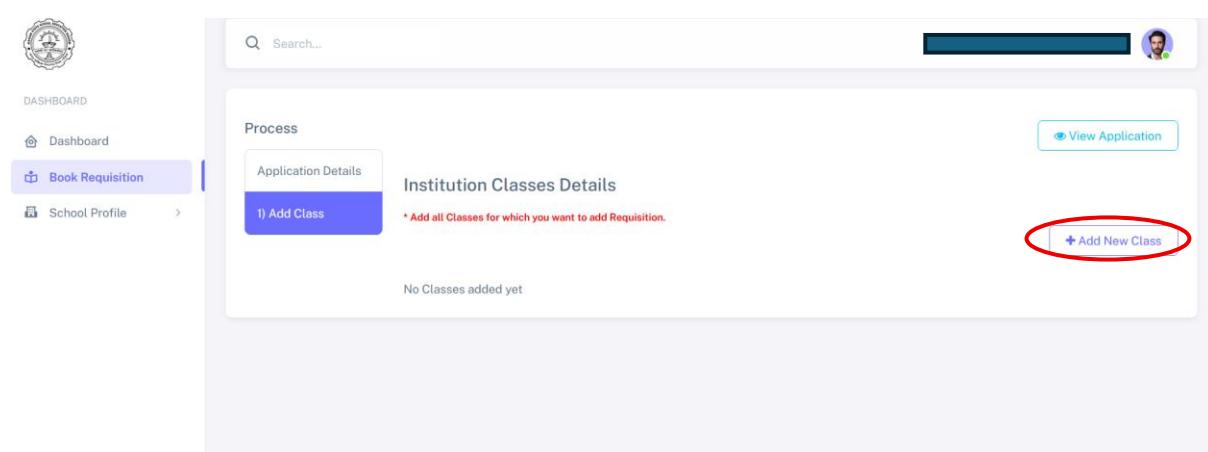
Step 5: Add Classes



Process

Application Details:

ARN	:	...
APPLICATION INITIATED ON	:	...
APPLICATION SUBMITTED ON	:	N/A
STATUS	:	Not Submitted yet



Process

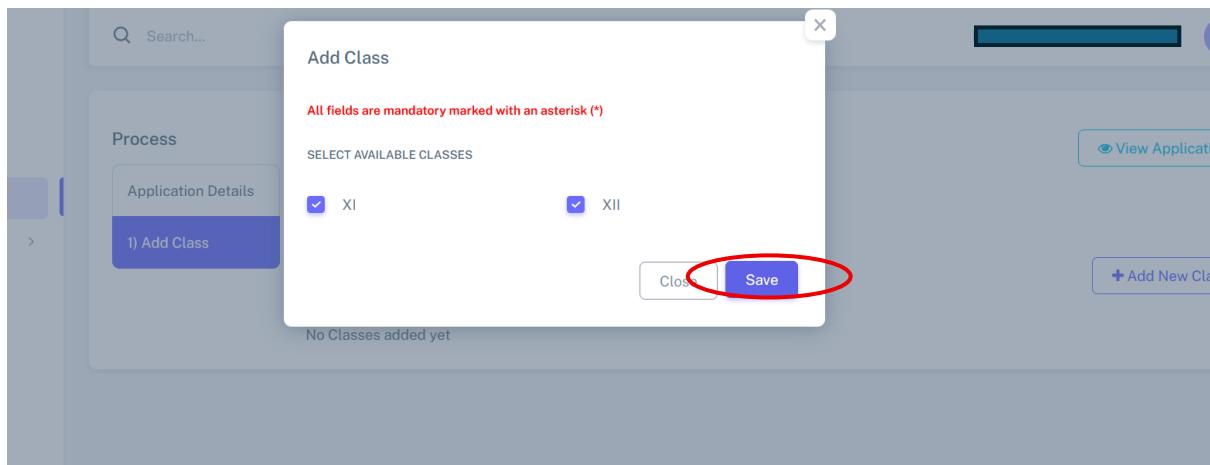
Application Details

Institution Classes Details

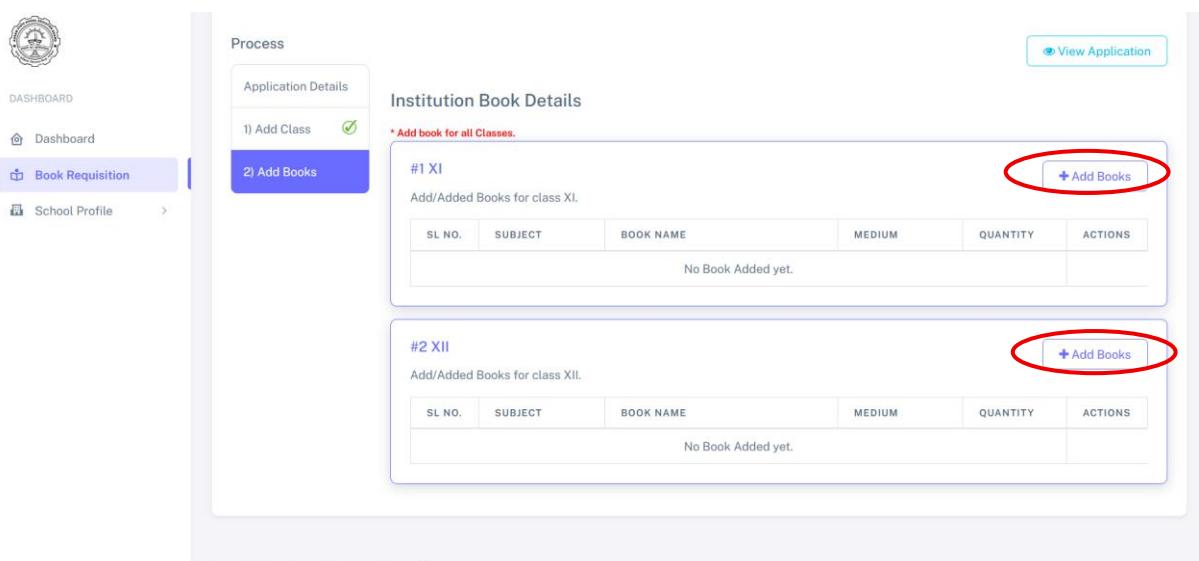
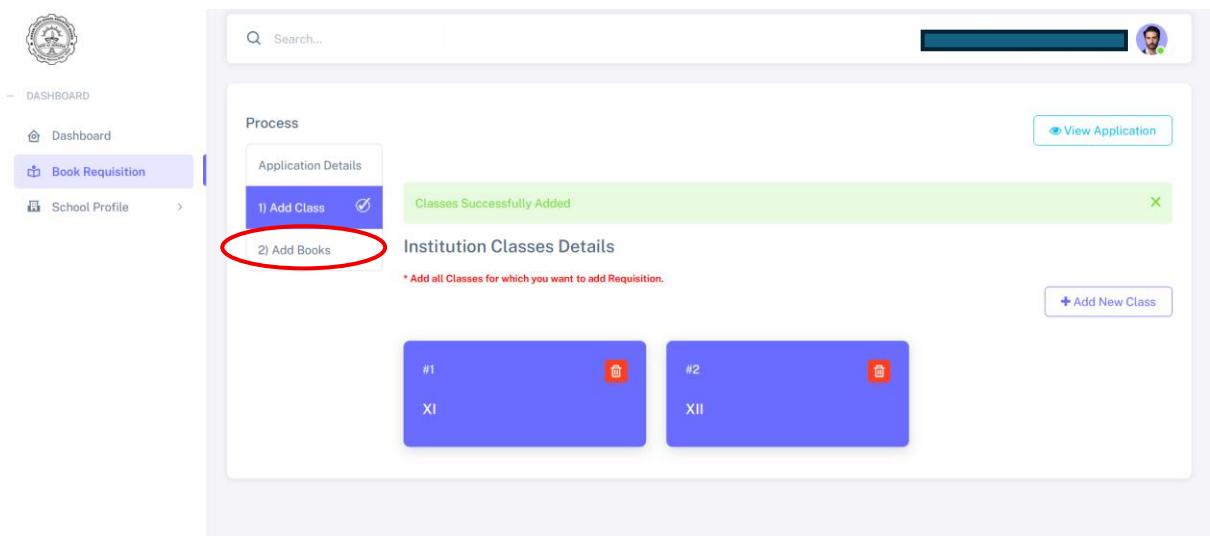
* Add all Classes for which you want to add Requisition.

[View Application](#)

+ Add New Class



Step 6: Add Books against all classes.



Process

[View Application](#)

Add Book for XI

Fill Below details

SELECT SUBJECT

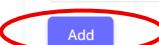
Select One

SELECT BOOK NAME

QUANTITY

Enter Quantity

Add



After Adding all required book:

DASHBOARD

Dashboard

Book Requisition

School Profile

Process

[View Application](#)

Institution Book Details

* Add book for all Classes.

#1 XI

Add/Added Books for class XI.

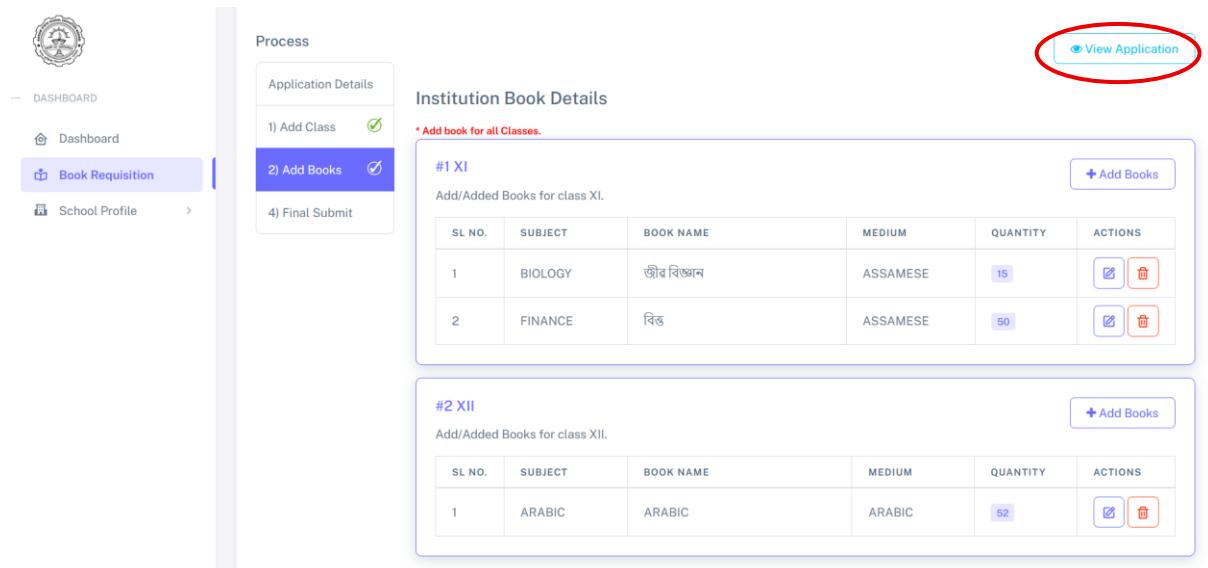
#2 XII

Add/Added Books for class XII.

SL NO.	SUBJECT	BOOK NAME	MEDIUM	QUANTITY	ACTIONS
1	BIOLOGY	জীৱ বিজ্ঞান	ASSAMESE	15	 
2	FINANCE	বিজ্ঞ	ASSAMESE	50	 

SL NO.	SUBJECT	BOOK NAME	MEDIUM	QUANTITY	ACTIONS
1	ARABIC	ARABIC	ARABIC	52	 

View Application any time:



The screenshot shows a user interface for managing book requisitions. On the left, a sidebar includes 'DASHBOARD', 'Dashboard', 'Book Requisition' (which is selected and highlighted in blue), and 'School Profile'. The main area is titled 'Process' and shows 'Application Details' with steps: '1) Add Class' (green checkmark), '2) Add Books' (green checkmark), and '4) Final Submit'. Below this is a section titled 'Institution Book Details' with a sub-section for 'Class XI'. It contains a table with two entries: '1' (SL NO.) for 'BIOLOGY' (SUBJECT), 'জীব বিজ্ঞান' (BOOK NAME), 'ASSAMESE' (MEDIUM), '15' (QUANTITY), and 'Actions' (edit and delete icons). A 'View Application' button is circled in red at the top right of this section. Below it is a section for 'Class XII' with a table showing one entry for 'ARABIC' (SUBJECT), 'ARABIC' (BOOK NAME), 'ARABIC' (MEDIUM), '52' (QUANTITY), and 'Actions' (edit and delete icons). A '+ Add Books' button is located in the top right of both sections.

APPLICATION DETAILS

School Name	<input type="text" value="Redacted"/>
Application Status	Not Submitted
ARN	N/A
Application Initiated on	18-11-2025
Application Submitted on	N/A

CLASS DETAILS

SL NO.	CLASS NAME
1	Class XI
2	Class XII

BOOK REQUISITION DETAILS

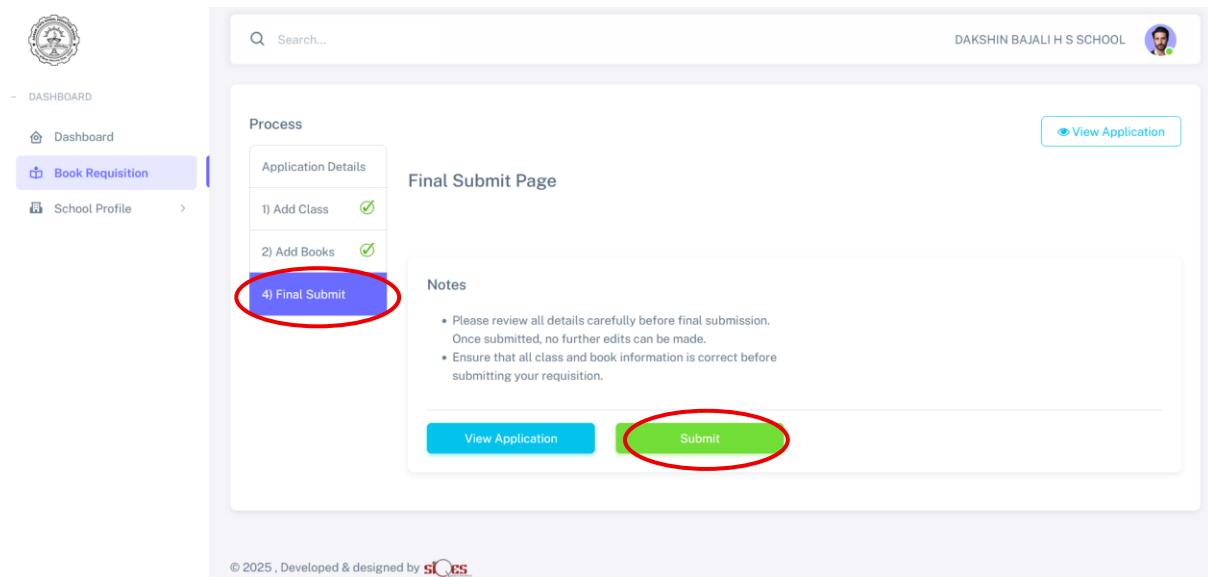
Class XI

SL NO.	SUBJECT	BOOK NAME	MEDIUM	QUANTITY
1	BIOLOGY	জীব বিজ্ঞান	ASSAMESE	15
2	FINANCE	বিন্ড	ASSAMESE	50

Class XII

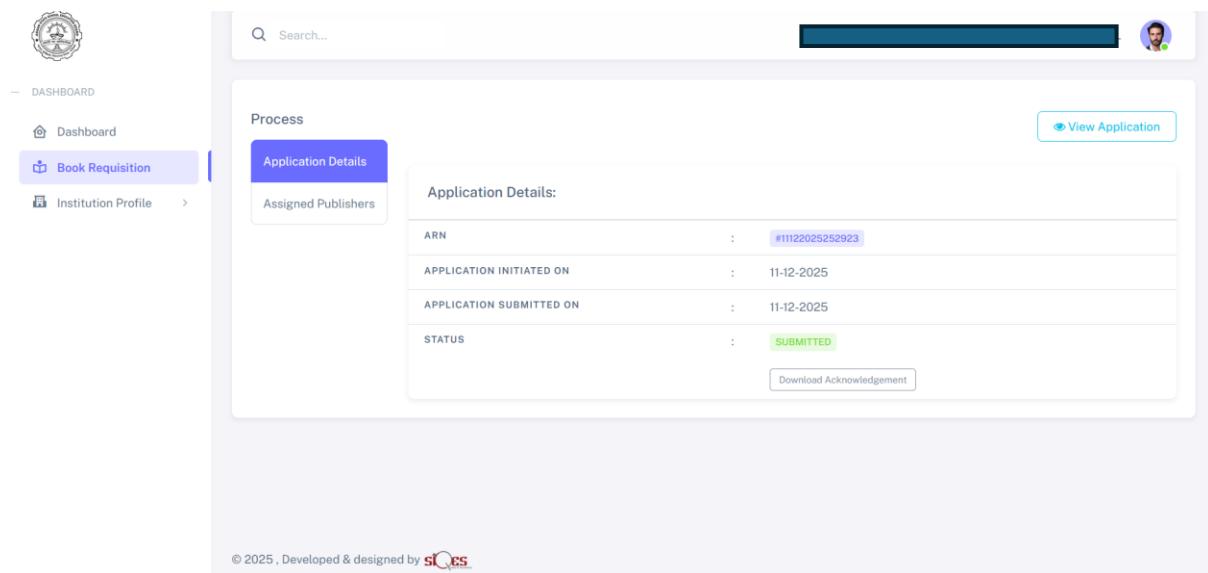
SL NO.	SUBJECT	BOOK NAME	MEDIUM	QUANTITY
1	ARABIC	ARABIC	ARABIC	52

Step 7: Final Submit



The screenshot shows the 'Final Submit Page' of a school application system. The process steps are listed on the left: '1) Add Class' (green checkmark), '2) Add Books' (green checkmark), and '4) Final Submit' (blue box, circled in red). The main area contains notes: 'Please review all details carefully before final submission. Once submitted, no further edits can be made.' and 'Ensure that all class and book information is correct before submitting your requisition.' Below the notes are two buttons: 'View Application' (blue) and 'Submit' (green, circled in red).

After Final Submit

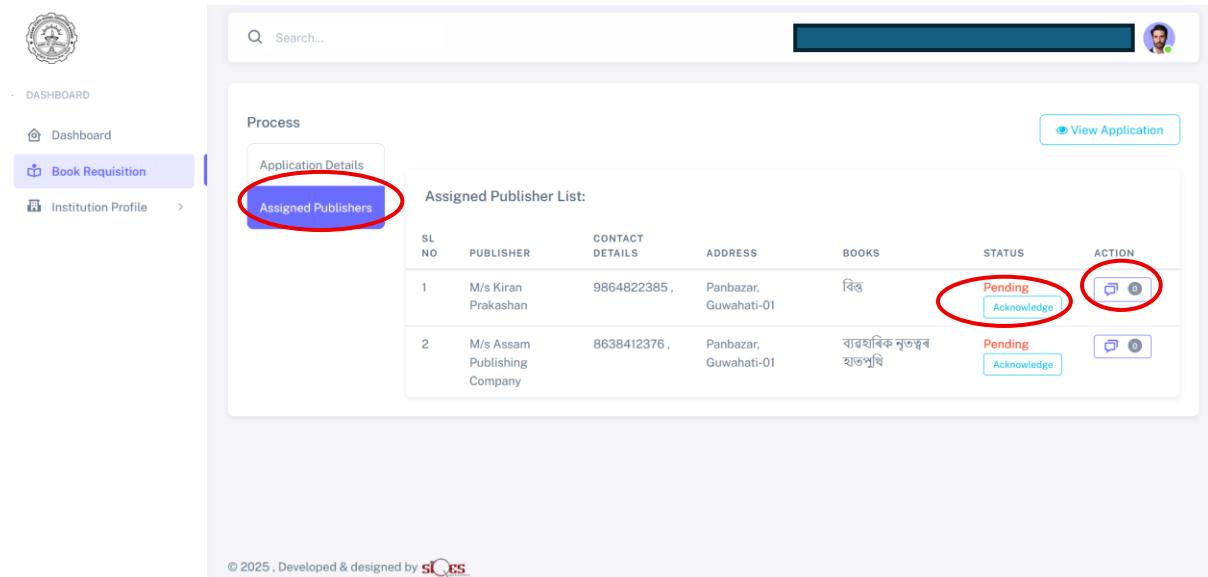


The screenshot shows the 'Application Details' page after the final submission. The process steps are: 'Application Details' (blue box) and 'Assigned Publishers'. The 'Application Details' section displays the following information:

Application Details:	
ARN	: #11122025252923
APPLICATION INITIATED ON	: 11-12-2025
APPLICATION SUBMITTED ON	: 11-12-2025
STATUS	: SUBMITTED

At the bottom, there is a 'Download Acknowledgement' button.

Step 8: View assigned Publisher and Communicate with Them & also see the Acknowledgement status.

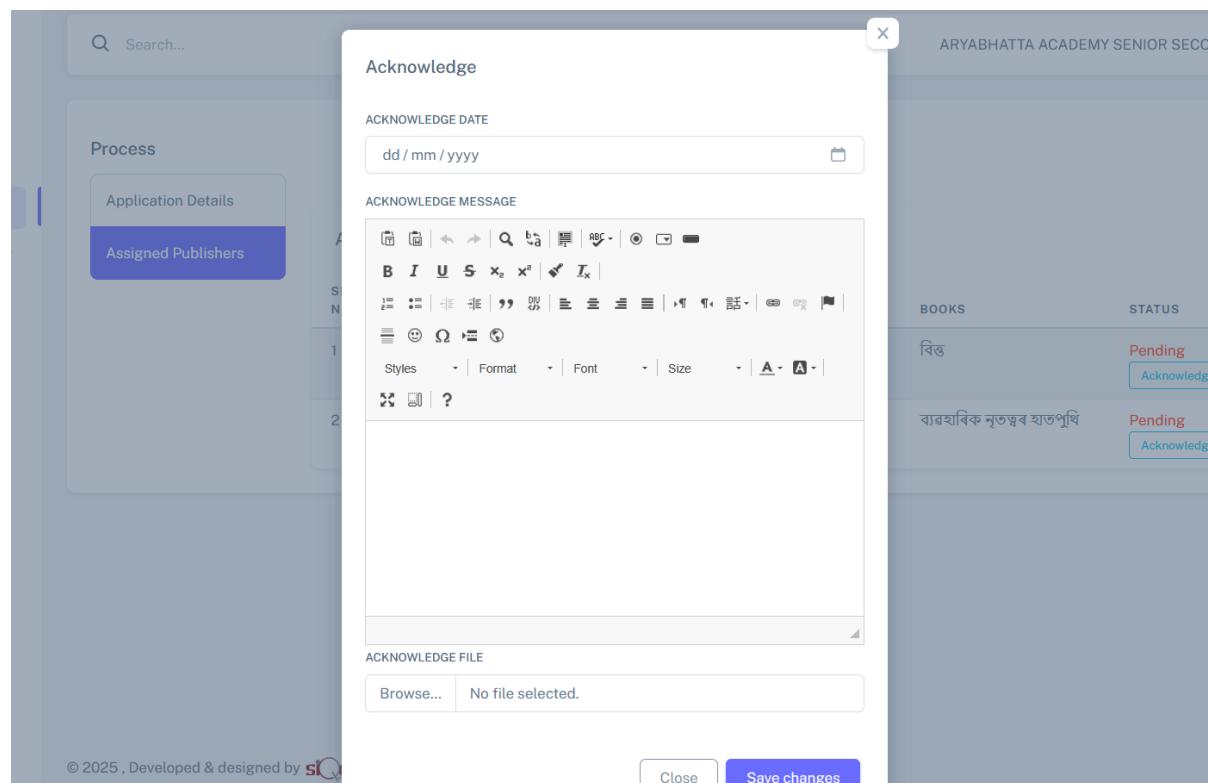


The screenshot shows a web-based application for managing book requisitions. On the left, a sidebar includes links for Dashboard, Book Requisition (which is active and highlighted in blue), and Institution Profile. The main content area is titled 'Process' and shows 'Application Details' and 'Assigned Publishers'. The 'Assigned Publishers' section lists two entries:

SL NO	PUBLISHER	CONTACT DETAILS	ADDRESS	BOOKS	STATUS	ACTION
1	M/s Kiran Prakashan	9864822385 ,	Panbazar, Guwahati-01	বিক্রি	Pending	Acknowledge
2	M/s Assam Publishing Company	8638412376 ,	Panbazar, Guwahati-01	ব্যবসায়িক মৃত্যুর হাতপুঁথি	Pending	Acknowledge

At the bottom of the page, a footer note reads: © 2025 , Developed & designed by .

Step 9: If the requisition not acknowledgement by the Publisher end, the Institution can Acknowledge the requisition after receiving book.



The screenshot shows a 'Acknowledge' modal window. The window has fields for 'ACKNOWLEDGE DATE' (a date input field with a calendar icon), 'ACKNOWLEDGE MESSAGE' (a rich text editor with a toolbar for bold, italic, underline, etc.), and 'ACKNOWLEDGE FILE' (a file selection input field with a 'Browse...' button). At the bottom of the modal are 'Close' and 'Save changes' buttons, with 'Save changes' highlighted with a red circle. In the background, the main application interface shows the 'Assigned Publishers' list with two entries, both marked as 'Pending' with 'Acknowledge' buttons.

At the bottom of the page, a footer note reads: © 2025 , Developed & designed by .