



NDLI Club

<https://club.ndl.iitkgp.ac.in>

Support: **club-support@ndl.gov.in**



Agenda

NDLI Club and Objectives

Club Registration & adding members

Responsibilities of Club Authorities and Operations of Club

Events

Benefit to students and institutes



NDLI Club and Objectives



NDLI Club is an online platform for conducting learning-oriented activities and evangelizing NDLI



An initiative to promote culture of reading and learning using NDLI's vast resources



Students enhance their core competence, sharpen their skill & personality traits



NDLI Club website

The screenshot shows the NDLI Club website interface. The browser address bar displays `https://club.ndli.iitkgp.ac.in/club-home`. The website header includes the NDLI Club logo, navigation links for Club Registration, Club Admin, Sign Up, and Sign In, and a language dropdown set to English. The main content area features a large illustration of people interacting with digital devices, with labels for various clubs: BHU Club, JNU Club, IIT kgp club, and BITM Club. A green box on the right contains the text "A Movement for Integrated Digital Learning Across India" and a "Sign up with Email" button. Below this, it says "Already have an account? [Sign in now.](#)" and "By Signing up, you agree to NDLI's [Terms & Conditions](#) and Privacy Policy." At the bottom right, there is a Windows activation notice.

Club Registration
This tab is used for club registration only

Club Admin
This tab is used by NDLI admin/NDLI executive and 4 Club authority once their club is approved

Sign Up
This tab will be used by individual membe to be part of a club using passkey

Sign In
This tab will be used by individual club member to login and participate in the events

Sign up with Email

Already have an account? [Sign in now.](#)

By Signing up, you agree to NDLI's [Terms & Conditions](#) and Privacy Policy.

Activate Windows
Go to PC settings to activate Windows.



Identify 4 Key members for club: Club Authority

- a) Patron - Head of the Institution
- b) President - Faculty/ Librarian
- c) Secretary - Faculty/ Librarian
- d) Executive Member(s) - Faculty/ Student/ Researcher

These members should have NDLI registration . Else they will have to register themselves in NDLI website <https://www.ndl.gov.in/>

Process of registration:

<https://ndl.iitkgp.ac.in/static-content/ndli-club-registration-process-v4.pdf>

FAQs :

<https://ndl.iitkgp.ac.in/static-content/ndli-club-faq-v1.pdf>



NDLI **Club**

Steps to register the club

Any one of the club authority should follow the steps below :

- > Visit club website <https://club.ndl.iitkgp.ac.in>
- > Click on **Club Registration** Page and **Login** using NDLI credential
- > Select your institute
- > Validate/update **contact details** of institute
- > **Upload at-least 3 images** of institute
- > **Provide name/designation/details of 4 club authorities**
- > **Generate Authority Letter** (upload it with Signature/stamp on Institute letterhead)

Now all 4 members need to verify email, will need to login to club portal to “Self verify” and Accept the terms.

Once validation of all 4 members are done

- > Click on **Freeze** to send the application to NDLI

NDLI Team will approve the application and you will get an email confirmation with **NDLI registration number and pass key**



NDLI Club Club Registration Number and passkey

Passkey

Passkey Name	Is Expired	Details
980c8a94-41d7-xxxx-a121-622700a844c3	false	Show Details

Club Registration Details

Club Registration Number : INWBH8-MUOIEK8P

Institute details Club images

Institution Name

Regional Institute of Printing Technology

Description

Government of West Bengal Polytechnic College

Address

188, Raja S.C. Mullick Road, Jadavpur

State

West Bengal

Country

India

Institution Code

<AICTE perm ID>

Pin Code

700032

Website

http://polytechnic.wbtetsd.gov.in/riptkolkata

Authority Details

Passkey

Club Region Details

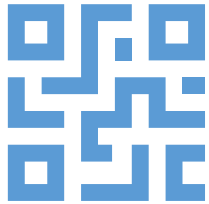
Registered Club Member List For Admin 251

Club Report

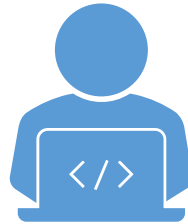
Club Registration Certificate



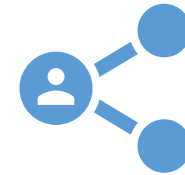
Adding the members to the club



QR code/Pass key will be used for member registration



QR code should be put on notice board, message groups or sent in email to students & staff



The club member registration will also get them registered in the NDLI portal (if not registered already)



Member registration and member list

Club Registration Club Admin **Sign Up** NDLI About us Highlights English Sign In

NDLI club member sign up

Enter passkey

Enter a valid email

Enter first name

Enter last name

.....

Already have an account?
[Sign in now >](#)

Registered Club Member List For Admin 389

Registered Member List

SL No.	Members Name	Email
1	SHIVANI LOVANSI	name1@email.com ..
2	VINOD SHARMA	name1@email.com ail.c...



NDLI Club

NDLI Bulk Registration Vs Club member registration

NDLI Bulk registration is different from CLUB registration

Bulk registration does NOT include students as CLUB member

Institute should be registered as Club first and passkey should be used for club member registration



NDLI Club NDLI Club operations

- Primary activities of club include
 - ☐ Conducting various events like learning oriented activities, training sessions, workshops, lectures, competitions on a regular basis
 - ☐ Create an environment where habit of reading and learning can thrive
 - ☐ Promote NDLI



Responsibilities for Club Authorities

- Patron (Head of the Institute)
 - ✓ Facilitate the functioning/monitoring of club
 - ✓ Resource allocation
- President (Faculty/Librarian)
 - ✓ Monitor closely how the club is functioning
 - ✓ Provide technical/academic guidance
 - ✓ Suggestions on events, identifying speakers
 - ✓ Create an event calendar



Responsibilities for Club Authorities

- **Secretary (Faculty/Librarian)**
 - ✓ Responsible for actual operations of the club
 - ✓ Organizing events, appointing reviewer and collecting feedback
 - ✓ Communicating with all the stakeholders including NDLI
 - ✓ Making event calendar and regular review of event
- **Executive member(s) (Faculty/students)**
 - ✓ Help Secretary in organizing events and related functions
 - ✓ Mobilization of members
 - ✓ Communicating with students and members
 - ✓ Promoting club



Events



An event is a **learning-oriented activity** conducted by NDLI Club.

This event should be organized through the NDLI Club Platform



Physical or Online

Events can be conducted physically say in classrooms, auditoriums

Online events can be conducted using platform like zoom, google meet, MS Teams etc



Local Events,
Multi-club events,
Global Events

Local club event : conducted/managed by the club

Multi-club events : Events involving multiple clubs

Global events : involving all Clubs

Multi-club/global events are organized by NDLI



Event Planning and Promotions

Event Organization

- Local Events should be planned and executed by Club authorities
- Club can decide on the type of events and frequencies
- For multi-club events, clubs can write to NDLI support so that they can facilitate multi-club events -- execution/coordination can be done by local clubs
- You can decide to use MS Teams, zoom, google meet or other platforms for the Online Event

All events should be properly promoted by the institutes

Sample events can be

- | | |
|-----------------------|-------------------|
| • NDLI Lecture Series | • NDLI Draw |
| • NDLI Quiz | • NDLI Role Play |
| • NDLI Story Talk | • NDLI Write On |
| • NDLI Go Fish | • NDLI Makerspace |
| • NDLI Film Screening | • NDLI Debate |



Event outcome, Evaluation & Event Report



After the event, participants can upload their essays, writeup and other participation output to club portal, this is called **Event Outcome**



*Event Reviewer(s) are responsible for **reviewing/grading** the submissions (event outcome) of participants.*



*Students will be able to generate **Certificate of Participation** in PDF format from the platform*



*Depending on the event, **reward points** can also be allocated to the students*



*Any recorded video, Presentation, Pictures, Write up etc generated from the event is called **Event Report***

Club authority can upload this to club website



NDLI Club

NDLI Club : Benefit to Students

Enhance their knowledge, skill sets, personality traits & leadership qualities

Every participant will get a Certificate of Participation by joining an event

Reward Points

- Some events will also allocate reward points to Students.
- Participants earn reward points from activities by uploading the outcome to the club portal
- Uploaded outcome (like essays, stories) will be checked by event reviewer and reward points will be allocated
- Reward points will be accumulated for each member

Access to massive academic resources in NDLI



NDLI Club

NDLI Club : Benefit to Institutes

Create a vibrant environment where students can achieve academic excellence as well as shape up their personal interests and hobbies

Promote culture of reading and learning

Students benefit immensely from vast online free resources in NDLI

Activity based learning is recommended in NEP 2020

Club registration and promotion of NDLI is mandated by AICTE and helps in improving NIRF ranking



NDLI Club

Best Practices for the club



Create monthly/quarterly/annual event calendar



Promote club to students and encourage them to actively participate



Conduct different type of events and take feedback



Institute should provide some incentives to faculty and students for actively working for NDLI club



Regular review meeting



NDLI Club

THANK YOU

Reach out to the NDLI Club team for any help and support

Support email : **club-support@ndl.gov.in**