

Audit Date	06.06.2015
School(s) Visited	HPS Mangala

Program	Activities	Audit Done (Y/N)	Satisfaction Rating on Scale of to 1 (- Poorest, 1 - Highest)	Comments in Free Text
----------------	-------------------	-------------------------	---	------------------------------

General	Cleanliness of library premises	Y	8	Library premises was kept clean, But the area around the library was not clean. There were papers bits and some plastic materials.
	Arrangement and quality of books on shelves	Y	8	On verification, One of the book was torn and reason given was that it was done by student when it was issued to him. Generally condition of the books were good.
	Record keeping of books inventory	Y	9	List of books were presented and we have verified books for their presence.
	Library check out record maintenance	Y	8	Since new books for the current academic year have not been give, librarians are updating the same in the old books. We suggest to add date column in the registers.
	Attitude and engagement level of librarian	Y	9	Librarian was active, all the documents maintained were presented to us on request and were well arranged.
	Attitude and engagement level of project coordinator	Y	9	Was helpful
	Feedback from students	Y	8	We spoke to two students of 5th and 6th grade. They have requested to add more books with basic english and with more pictorial representations
	Feedback from teachers and/or HM	N		
	Financial reconciliation of receipts and purchased materials	N		
	Review and approval of future expenditure requirements			
Library	Administer GROWBY Tests and Select Challengers and Stars	Y	8	We were informed that the test scores have already been updated to you. We requested librarian to randomly ask two student come and read in front of us. Their reading leves were satisfactory in kannnda but in english it can be better.Pictures have been attached.
	Activities Based Learning (Tied to MLLs) around Story Books	N		
	Arts and Craft around Book Characters	N		
	Board Games	Y	8	We were requested to add more board games, as the students tend to fight amonth themselves during these activities
	Break Time Quiz	N		
	Drama Competition around Books and Characters	N		
	Speed Reading Competition	Y	9	We verified some of the papers for speed writing, childern had written appreciable number of lines in 5 min.
	“Change the Story” Competition	Y	9	We verified some of the stoy written by the students, they were creative.
	Newspaper Reading Competition	N		
	Read 10 and get a Star Pin	N		
	Book of the Month Club for Stars	N		
	Dodecahedron Project for Stars	N		
	Class Research Projects using Book Material for Stars	N		
Mentoring Program for Challengers	N			
Science Club	Module 1: Air	Y	9	Record books were issued to the students recently, one experiment with a diagram was updated in the record book.
	Module 2: Matter	N		
	Module 3: Density	N		
	Module 4: Sound	N		
	Module 5: Light	N		
	Module 6: Heat	N		
	Module 7: Magnets	N		
	Arvind Gupta One Minute Experiments	N		
Art Program	Sketching with Pencils	Y	9	Since the sketching books were issued recently. All the drawings were done in lose sheets. But some of the drawings were impressive.
	Shading with Pencils	N		
	Charcoal Painting	N		
	Landscape Painting	N		
	Still Life Painting	N		
	Moving Figures Painting	N		
	Portrait Painting	N		
	Self Portrait Painting	N		
Operational	Update Project Monitor for ASHRAYA Management	N		
	Provide Monthly Status Report in Kannada	N		
	Post Video Recordings and Photos of Art Work Monthly	N		

Material to be submitted along with Audit

- 1) Photos taken during visit (upload to Google Drive)
- 2) Scanned images of financial receipts obtained from staff
- 3) List of requested and approved future expenditures
- 4) 2 Page visit report
- 5) Signature with seal of audit firm