Ministry of Education
Government of India

vidyanjali
(A School Volunteer Programme)

User Manual for Twining of Schools
(MENTOR/MENTEE)

Vidyanjali is an amalgamation of the words Vidya meaning "correct knowledge" or "clarity" and Anjali meaning "an offering with both hands" in Sanskrit language.

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1. INTRODUCTION

The twinning of schools (mentor-mentee) is an initiative under the Vidyanjali program designed to connect government and government-aided schools through collaboration in academic activities and sharing resources, materials, and equipment. This initiative allows schools across the country to select mentor and mentee schools in their vicinity, fostering a supportive partnership. To participate, schools must register as either a mentor or mentee on the designated website.

2. BECOME MENTOR/MENTEE

After accessing the application at https://vidyanjali.education.gov.in/school-login, users must first register as a Mentor or Mentee to take advantage of the available benefits.

- The user needs to click on the 'Become Mentor/Mentee' button. After clicking, the following screen will appear:

- On this screen, the user should select the desired services: Mentor (Service Provider) or Mentee (Service Receiver). After making the selection, the user needs to check the confirmation box and then click on the Submit button.

Note: If a user selects a role under Mentor, that role will be disabled for Mentee, and vice versa.

3. MENTEE CONTRIBUTION LIST (FROM MENTEE ACCOUNT)

Following the successful registration as a Mentee, the subsequent step is as follows:

- Upon accepting the request, it will appear in the Pending Request List. To "Add New Service Request' click on the plus (+) icon button.

- Users are required to include this category by completing the form provided below. These services correspond to options selected by the user during registration, indicating their preference as either a 'Mentor' or a 'Mentee,' as previously outlined.

- All fields on this screen must be completed before proceeding. Please ensure that you fill out the request form in its entirety and then click on 'Save & Publish'.

- To access the 'Mentee Contribution List', users should first click on the respective option. Once selected, the system will display a screen presenting three subsequent choices: 'Contribution Details', 'Mentor Request', and 'Close Activity'. To review mentor requests, users should click on 'Mentor Request', which will prompt two available actions: 'Accept' or 'Reject'. To proceed with a mentor request, users should select 'Accept'.

- Upon clicking on the screen, the user is prompted to input certain details regarding the confirmation request, including the Actual Start Date and Actual End Date. Additionally, the user is required to click on the confirm checkbox before proceeding to click on the Submit button.

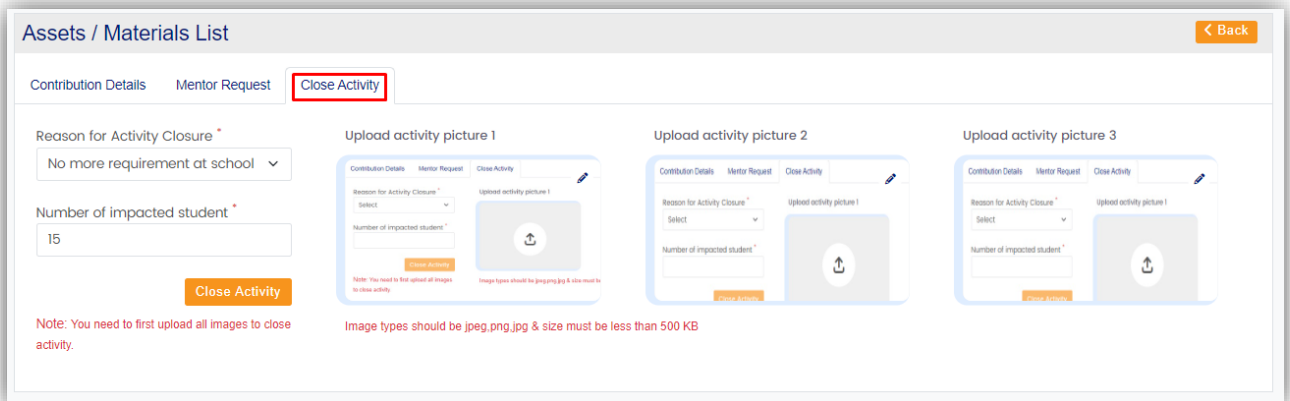- Following this, the request will be confirmed.
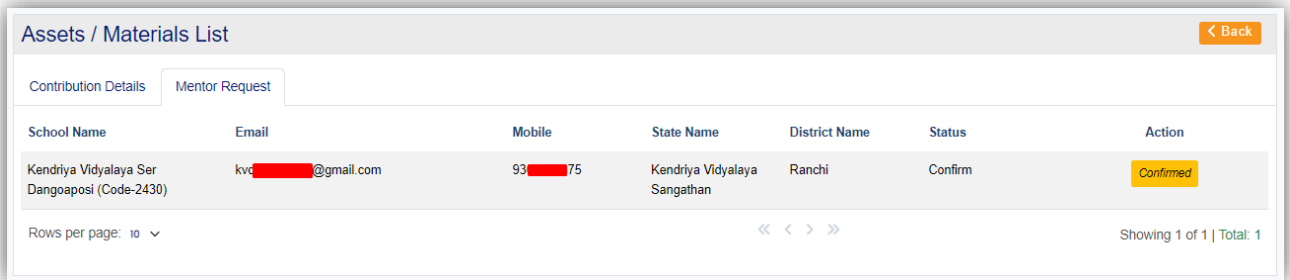
- Close Activity - In this option, users can conclude the activity using the following steps: Enter the required details, upload relevant pictures associated with the activity, and then select 'Close Activity'.

4. GO FOR PARTICIPATION (FROM MENTOR ACCOUNT)

After successfully registering as a Mentor, the next step is...

- The user needs to click on 'Go for Participation' to proceed to the next screen. In this screen, the selected activity will be displayed as shown below. Click on the 'View' button to continue with the participation process.

- After clicking the "View" button, the following screen will appear. On this screen, click the "Participate" button.

Contribution Details   ✕

School Details:

Name	Mpps (Sairampet)Chebrolu
Email	eliahmanne@gmail.com
Mobile	9704656567
State	Andhra Pradesh
District	West Godavari
Postal Code	

Activity Details:

Category	Providing support in academic activities
Service Name	Support in remedial teaching,
Tentative Date	09-06-2024
Last Date of Receiving Application	08-06-2024
Activity Duration	12 Days
Details of the Activity	Ministry of Education (MoE) and National Informatics Centre (NIC) has designed, developed and implemented the Vidyanjali 2.0 platform which leverages the services of volunteers.0

Participate

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