

## How to take SALIS membership using / through SALIS App

*Those who want to take a SALIS membership, please follow the instructions given below.*

Those who have already become a member: Please uninstall your app and download the latest app from the Google play store.

**Please give your review about the App in the Play store site page.**

Please pay the membership amount directly to the SALIS account. Do not pay membership amount using payment gateway link given in the App. **No need to pay the membership fee through the App hereafter.** You will save the Payment gateway transaction fee of Rs.32/- if you pay directly to SALIS account]

**Step 1: Pay Rs.1000/- only towards Life Time membership fee directly to SALIS account. Pay Rs.5000/- for institutional membership.**

SALIS bank account details are given below;

**Ac. No.** 1024343557

**Account Name:** Society for the Advancement of Library and Information Science

**IFSC Code:** CBIN0282740

**Branch Code:** 02331

**Branch Name:** Nandambakkam, Chennai.

*(Note down the transaction number and date after the payment is made)*

**Step 2: Download the latest SALIS App from Google Play store**

<https://play.google.com/store/apps/details?id=com.Salislib.salis>

**Step 3: Open the App and select Create new account**

**Enter your gmail iD**

An OTP will be sent to your gmail. Copy the OTP number ( please check under the SPAM folder if not available) and give the OTP.

After entering correct OTP, a screen will open where you have to give your Title ( Dr/Mr/Mrs), Name and Initial Eg: Dr. Venkatachalam A M

Enter your correct mobile number

Enter your password

Upload your latest passport size photo (by pressing the place where asking you to upload the photo)( keep your good quality passport size photo in your mobile)

**Press REGISTER** ( Please remember ID and your password)

#### Step 4:

Open the App, Select login and enter your gmail id and password you have created using step 3.

A screen will appear where you have to enter the remaining details such as DoB, Designation, Institution Name, Office Address, City, Pincode, State, Residential Address, City, Pincode, State, select the Communication Address (**Office or Home**), No. of years of Experience

\*\* Tick to Agreeing the terms and conditions of taking membership

#### Step 5:

- App will ask '*Do you want to become a member of SALIS*'. On Clicking the hand symbol, payment screen will appear
- Select '**Payment Already Made**' and give the details of payment you made to the SALIS account directly (amount, date and transaction number)
- Verify all the details and press '**SUBMIT**'
- You will get a message '*We are verifying your details. It will take 2 to 3 hours*'.
- We will approve your membership and allot membership number after verifying your payment and other details.
- You will get a msg after our approval
- Login to the App -> Go to Download menu/> and download your certificate, membership form and receipt.

\*\* If you need the certificate immediately, you can contact 9841601903 for immediate approval

\*\* If you want to correct/update the address and other details later except name, email id and mobile), Go to the menu '**Update the Member Details**' and fill up the correct details and submit. Your membership details will get updated after our approval.

For other details or support: Whatsapp to 9841601903 or send a mail to: [salislib.info@gmail.com](mailto:salislib.info@gmail.com)