

TEXTBOOK
SELECTION PROCEDURES
IN INDIA



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FOREWORD

The present study is a factual survey of current Textbook Selection Procedures in the various States of the country. It brings together material which was not so far easily available in a compact form. It was undertaken by the Central Bureau of Textbook Research because it was felt that such documented data would be of great value to authors, publishers, educational administrators and others interested in this field. It includes information on such aspects as the nature and extent of State intervention in the selection and production of textbooks, constitution of selection agencies, their compositions and functions, the methods and procedures for the submission of manuscripts and, finally their selection and prescription as textbooks.

This study has taken considerable time. It was started in June, 1955, and the questionnaire sent to all the State Governments to collect the information was received back from them in October 1956. As a result of the States reorganisation, the States of Ajmer, Assam, Bhopal, Coorg, Hyderabad, Kutch, Pepsu, Saurashtra, Travancore-Cochin, and Vindhya Pradesh have ceased to exist as such. But the material received from these has been included in this brochure. It is likely that, during the period that this brochure has been under preparation, some of the procedures outlined have been revised. The information presented here is, therefore, not necessarily up-to-date. For obtaining accurate and up-to-date information, reference will have to be made again to the State Governments concerned. In the meanwhile, it is hoped that this information will prove useful to all those concerned with the study of this problem.

I would like to take this opportunity to thank the State Governments who have cooperated in providing us the relevant material on this subject and made possible the publication of this brochure.

K. G. Saiyidain
Educational Adviser
to the Government of India

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INTRODUCTION

That textbooks occupy a very important place in the field of education and form the most important equipment for pupils, cannot be denied. The selection of proper textbooks is a crucial problem in every system of education. A good textbook is based upon educationally sound principles and is well-produced in terms of the physical format. These two factors determine its utility and suitability to a given age group.

As we are passing through a period of transition in which both the subject matter and methods of teaching are in a state of flux, the writing, production and selection of good textbooks are of great importance. Again, since independence, the growth of school population and new trends in the orientation of curricula have made fresh demands on textbooks. Under these conditions, the States in the country have been obliged to intervene in one form or another in matters relating to textbooks. The most obvious form of State action, indeed, has the immediate goal of getting the best available books for the pupils. Besides this, as a long term measure the State aims to improve the quality of textbooks.

Education is a State subject in this country. Therefore, the selection of textbooks is handled by many States in many ways. The present study is a factual survey of Textbook selection procedures as in vogue in the States of the Union. It therefore includes such aspects as the nature and extent of State intervention in the selection and production of textbooks, constitution of selection agencies, their composition and functions, the methods and procedures of their submission, prescription and selection and the like.

This project originated at the Textbook Workshop organized by the Bureau during April-May, 1955 at Srinagar, where textbook writers, illustrators, foreign experts and educational administrators gathered together to seek practical answers to some of the major problems confronting the textbook makers and textbook selectors in our country.

Consequently, one of the groups in the Workshop undertook a retrospective survey of current textbook selection procedures in different States and tried to estimate how far these procedures ultimately reflected on the quality of textbooks. The Central Bureau of Textbook Research assisted them by placing at their disposal relevant documents and material in this connection. Even in this brief study the group discovered that there was a great deterioration in the standards of textbooks prescribed in different States. The consensus of opinion, however, was that there was a serious lack of scientific planning in the writing, production and selection of textbooks prescribed for all levels, and that selection procedures as adopted by different States, materially affected the ultimate turnover and quality of textbooks. The group thought that the production and selection of textbooks involved several major problems and that though in recent years there had been considerable progressive activity in this field, there was yet hardly any documented data available on the subject. It concluded that if a detailed survey were to be undertaken by the Central Bureau of Textbook Research on the subject, calling for a more adequate and extensive data, it may be of immense interest and profit to all concerned. Educational administrators, Selection Committees, publishers,

authors, illustrators, and research workers in the field would be especially interested in such a project.

Therefore, an attempt is made through this brochure to present an all-India picture of current Textbook Selection Procedures and to provide the States with material which may be found helpful in the charting out of their own policies in this regard. It is often alleged that authors and publishers are not fully aware of fundamental educational principles required in the preparation and writing of textbooks. On the other hand, authors and publishers say that educational authorities do not generally give them full information with regard to the actual content of textbooks, organization of material, their appearance, general make-up and the like. This study will help both—the former by acquainting them with the different standards expected in the preparation of textbooks and the latter by helping to procure better textbooks.

Again, this comparative data would also enable the Training Colleges and research workers in the field to plan out specific problems, the selection of which would help to raise the present standards of textbook production and selection. All these would cumulatively assure better textbooks to our children.

With this in mind, on return from Srinagar, the Bureau with the help of Dr. L. R. Fernig, Head of the Education Clearing House, Unesco, Paris, prepared a standard form for eliciting information and factual data from different States on the various aspects of textbook production and selection. The range of information thus elicited may be briefly stated as follows :—

A. Nature of the Administrative Steps taken by States

Setting up of the Selection Committee, the rules and regulations for it, the exact terms used such as "committee", "board", and the like, the extent of their jurisdiction, the range covered (Primary and Secondary, subject texts and supplementary reading etc.) and whether the books are "approved" or "prescribed".

B. Permanent Officers

The Secretary, the Director of Public Instruction, and the relationship between the selecting body and the Department of Education.

C. Composition of Committee

The principle, the manner in which it was appointed, its duration in time and procedures of work.

D. How Books are Obtained

Nature and details of notifications issued by the State, time and conditions specified for their submission, submission fees, internal procedures for registering, the form in which the submitted books were received—whether in printed, typed or manuscript form—and circulations to reviewers as to the nature of the expected standards of the required books.

E. How Books are Selected

In what exact manner were the opinions of reviewers placed together in an understandable form? Who scrutinised and evaluated them? Was

any standard form used for such evaluation? What was the review-fee paid? How much time was given for the purpose of review? What was the procedure through which the Committee arrived at its conclusion? What were the conditions under which this Committee was selected and used by the Department of Education.

F. Issue of Final List

On the basis of all the above, a final list of books was selected. Who selected this final list? Was it done by the Committee or the Director of Public Instruction or the Governor of the State? For how long was this list valid? In what manner can a change in this list be effected?

G. Specific Problems

Individual problems experienced by the State in this connection and the measures the State adopted to solve them. What was the outcome of these measures?

In terms of the above analysis the material received from the various States was studied. This material consisted of correspondence files, reports, pamphlets, booklets, circulars to authors, publishers and reviewers.

The above analysis was the standard basis of operation in the Bureau of Textbook Research. All the collective data was classified, grouped, and co-ordinated to make a single, collective pattern in terms of this standard form. Copies of this consolidated analysis were sent to the States concerned. Wherever there were gaps, in given States, the queries pertaining to the relevant gaps were framed in this Bureau. The States in question were asked to answer these and, if need be, revise these, in the light of further transformation that had taken place during the interim period.

The present brochure has grown out of this data. No data has been received from the State of Madhya Bharat. Every effort has been made to describe facts objectively avoiding any hasty judgment or subjective interpretation. The study was undertaken before the States were re-organized and therefore, the account presented statewise also conforms to the same pattern.

SECTION II

It will not be out of place here to state briefly the sample of practice and trends on Textbook Selection Procedures which have emerged from this study and which may be of interest to the reader before he actually takes up the detailed study of the brochure statewise.

Practice in the Past

Prior to 1925, the selection and prescription of textbooks was generally an administrative function exercised by the Heads of various Education Departments of different States. There were no legally constituted statutory bodies for these purposes whose membership and function were governed by educational considerations. In certain cases the Director of Public Instruction formed certain Committees of Experts to advise him on the choice of textbooks in the different subjects for different types of schools.

Contemporary Practice

The present situation is not so simple as that. For some time the States have been showing a growing awareness of the importance of the selection and production of textbooks of good quality, for students of different age levels. In order to discharge their functions satisfactorily and effectively, the States have constituted various bodies of which the most commonly known are the Textbook Committees. The School Textbooks, as a general rule, are selected and recommended by these Committees. The present trend appears to be for assuming greater action by the States. States like Bihar, Kashmir and Punjab have assumed a direct role by completely nationalising their textbooks. In this procedure, the writing, printing, distribution and sale of all textbooks are undertaken by these States. In some States there is partial nationalisation only where books in certain subjects and classes have been nationalized.

Agencies for Selection of Textbooks

To select textbooks, most of the States have set up Textbook Committees which are statutory bodies deriving their authority and terms of office from a specific Act of the State Legislature. In States like Himachal Pradesh and Tripura the Textbook Committee is set up under an administrative order of the department. In the State of Coorg, the Textbook Committee is set up by the Executive order of the Chief Commissioner. In Hyderabad State, the Central Textbook Committee is set up by the Resolution of the Board of Secondary Education, which is a statutory body. In some States however, there are no Textbook Committees and the selection of textbooks is being made with the help of expert reviewers appointed for the purpose. In Kashmir, Pepsu and Vindhya Pradesh these bodies are called Advisory Boards of Education. In West Bengal, with the supersession of Secondary Board of Education, its functions have devolved on the Administrator. In some States, rules postulate the appointment of more than one Committee for purposes of selection of textbooks.

Terms of Office

The generally accepted purpose of the Textbook Committee or other Textbook Selection Agencies is to consider the books for different classes submitted to them by authors and publishers and to express their opinion regarding their usefulness and suitability. In some States the terms of their office are more extensive and other functions are sometimes added on to this basic one. In Andhra and Madras these Committees also advise the Department of Education on the steps to be taken for the preparation and publication of textbooks. In a few States, such bodies are also entrusted with the work of Curriculum Construction.

Nature of State Intervention

The nature of State intervention in the selection of textbooks varies from State to State. There is hardly any State in India, which does not participate in one form or the other in the selection and prescription of textbooks. The general practice is that the books selected for use in the different subjects for different schools are prescribed for the whole of the State.

There are two ways in which the State selects the school textbooks, namely, "prescription" and "approval". When the State selects a single

book as the textbook for a given class, in a given subject, for the entire State, the method is that of prescription. On the other hand, when the method of approving textbooks is adopted, a certain list of selected books is chosen by the State for use in the State schools. This selected list offers a fairly wide range of suitable books for a given class and subject. Out of this list, individuals such as the Heads of Institutions, Inspectors of Schools and the like, choose the textbooks to be used in a particular school. In some States only language textbooks are prescribed. In seven States, only one book in each subject is prescribed. When a number of alternative books in a particular subject are approved, the option of the final selection is left either to the Heads of the Institutions as in Ajmer and Pepsu or to the Managers of the Institutions as in Andhra or to both the Heads and the Managers as in Madras. In West Bengal, the Heads of the institutions are expected to select the final books in collaboration with the teachers of different subjects.

Where the practice is to approve a number of textbooks, the number may vary from State to State. The maximum number of textbooks approved is as high as 30. In the State of Bombay, textbooks for Primary classes are approved while those of Secondary schools are prescribed. The State of Madras does not prescribe textbooks for any stage of instruction.

Jurisdiction of Textbook Committee

The sphere of the activities of the Textbook Committees differ from State to State. Generally these Committees select textbooks upto grade VIII. The Textbook Committee in Tripura selects textbooks for Primary grades while in Travancore-Cochin, it also selects textbooks for High School classes.

Supplementary textbooks are not generally prescribed by the Textbook Committees but in some States these are prescribed by their respective Textbook Committees. Certain categories of books are specifically excluded from the purview of such Textbook Committees. In four States, the Textbook Committees do not select textbooks for Anglo-Indian Schools unless the books are specifically referred to them by the Director of Education.

Officers Associated with Selection of Textbooks

In all the States the Director of Public Instruction or the Director of Education as the case may be, is directly associated with the selection and prescription of textbooks. In whichever State Textbook Selection Agencies exist, he acts as the ex-officio Chairman of the Textbook Committee ensuring that all the rules and regulations prescribed for their selection and production are faithfully adhered to.

Their Composition

The appointment of members for the Textbook Selection Bodies in different States varies from State to State. While in the States of Assam, Bihar, Coorg, Mysore and Punjab statutory provisions determine their structure, in the State of Bombay incumbents of certain posts automatically become members of the Textbook Committees. In a majority of States, these members are nominated by the Director of Public Instruction or the Director of Education, as the case may be, subject to the approval of the Government. In some States, however, these nominations are made

by the Ministers for Education at the recommendations of the Director of Education. In Kutch such members are appointed by the Commissioner of the State. In Hyderabad, the members are elected by the Board of Studies and in Punjab by the different Faculties elected by the Senate. A combination of the nomination and election methods is followed in the State of Assam, Delhi and Uttar Pradesh. In Bhopal, members of the different Sub-Committees and a few co-opted members constitute the Textbook Committees, official or non-official members are both associated with these Textbook Committees in almost all the States.

Qualifications

The qualifications of the members for the Committees are not generally prescribed statutorily. Usually they are educationists or those who are keenly interested in and concerned with educational development. Some States have also associated the Vice-Chancellors of Universities or their nominees. The Academic Council of Delhi University nominates its three representatives to the Delhi Textbook Committee. In some States representatives of the Legislative Assemblies are included in such Textbook Committees. In Bihar, Mysore and Punjab the Textbook Committee is composed of and represented by persons of the status of High Court Judges and Members of the Public Service Commission. In two States Local Bodies and Headmasters of Aided Institutions are represented on the personnel of these Textbook Committees. In Delhi and Hyderabad, teachers' organisations are entitled to elect their representatives to the Textbook Committees. While making nominations to these Textbook Committees, due regard is paid generally, to all subjects and languages. In some States rules prescribe that persons having direct or indirect interests in any textbook are not entitled for such nomination.

Number

The Textbook Committees show considerable divergence in their total number. In most of the States the number of such members is rigidly fixed. The average lies between 10 and 15 members.

Tenure

In most of the States the tenure of office of the members of the Textbook Committees is statutorily fixed as three years. Rajasthan provides for only an *Ad hoc* Committee which is dissolved immediately after the completion of the selection of the textbooks. In Ajmer the Textbook Committee is a permanent body. In Pepsu it holds office at the pleasure of the Government.

Members are eligible for renomination or re-election. Decisions are usually arrived at, in the Textbook Committees, by the majority of votes of the members present in such meetings.

Sub-Committees

In every State there exist individual Sub-Committees to deal with books in different subjects and languages. In Tripura there are, however, two Sub-Committees to deal with the selection of textbooks for Primary and Secondary Grades. Two States provide for separate Boards of Studies in different subjects. In Delhi, besides other Sub-Committees, there is also a Basic Sub-Committee to consider textbooks for Basic Schools.

These Sub-Committees in different States operate through their Textbook Committees but at Delhi they constitute a separate entity and directly deal with the Director of Education. The Conveners or Chairmen of different Sub-Committees, as the case may be, are generally nominated, except in the case of Madhya Pradesh, where they are elected.

Appointment and Composition of Sub-Committee

The mode of appointment for different Sub-Committees varies considerably. The members of such bodies are appointed by the Director of Education of the concerned States, from amongst the members of the Textbook Committee, with the approval of the Government. The qualifications of the members of the Textbook Committees are not specifically prescribed. Often, these consist of people who are educationists as well as subject specialists.

Number of Sub-Committees

There are variations in the number of such Sub-Committees wherever these exist. This number varies from subject to subject. It is also dependent upon the type of work they have to conduct. On an average their number is four but the maximum number is nine and the minimum two in each subject.

Tenure of Sub-Committee

The tenure of such Sub-Committees is statutorily fixed and this ranges from one to three years. In some States these are, however, appointed from time to time for a specific purpose.

Submission of Textbooks

The common practice for the submission of Textbooks in different States is that the Director of Education or Director of Public Instruction as the case may be, issues a general notification either in the State Gazette or in the Local leading Newspapers inviting Textbooks for different classes in different subjects. Generally fresh Textbooks are invited only when the term of approved or prescribed Textbooks expires or when new books are invited in accordance with the changed curriculum.

Notified Criteria

Generally no detailed instructions or criteria are specified for the preparation and submission of textbooks to the authors and publishers. The only specific directive issued in this respect is that Textbooks must conform to the prescribed syllabus. In other States, the degree and range of instructions vary. Some States emphasize only certain minimum standards pertaining to the physical features of the books such as type, sizes, paper, printing, illustrations and binding. In certain other States, detailed and elaborate instructions are issued on the various educational standards of Textbooks in the different subjects.

Conditions for Submitting Books

In principle, all publishers and authors, even those outside the States, are eligible to submit their textbooks in conformity with the notified criteria. In Bombay State publication of "notes" for public examinations, is a disqualification. In Madras, teachers or their close relatives are not granted permission for registration for purposes of submission of textbooks.

These textbooks are to reach the office of the Secretary of the Textbook Committee or other Selecting Agencies, or where such bodies do not exist, the Director of Education, within the prescribed date. While submitting their books, authors and publishers have to exercise meticulous care to strictly observe all the formalities laid down for the submission of textbooks.

Time Limit for Submission of Textbooks

Different States allow different periods of time to the authors and publishers to submit their textbooks. On the whole they are allowed a period of not less than three months ; but, in two States, a period of one month and 15 days is fixed for this purpose.

Form of Manuscripts

The usual practice in different States is that authors and publishers may submit their textbooks either in printed, typed or manuscript form. Practice however, differ from State to State. Some States have imposed certain conditions on the form of the submission of such textbooks. In Travancore-Cochin State rules insist that only printed books are to be submitted. In Hyderabad and Madhya Pradesh, if the manuscript of a textbook is submitted, all designs of pictorial illustrations are to be fixed at their proper places along with their descriptions.

What Publishers are to Pay

The general practice is that authors and publishers have to pay a certain fee while submitting their textbooks. This may be in the form of Registration fees, Submission fees and Scrutiny or Review fees. The Registration fee ranges from Rs. 100 to Rs. 400. Scrutiny and Review fees vary according to the class and nature of the book.

Textbook Selection Procedures

The question of the Selection of Textbooks does not arise where textbooks are nationalised but, here too, where manuscripts are invited from the open market, the process of selection is involved.

When the textbooks are submitted by the authors and publishers for consideration, the Secretaries of the different Textbook Committees or other Selection Agencies as the case may be, or the Executive Heads of the Departments of Education, where such bodies do not exist, forward these books in different subjects to a set of reviewers specially appointed for review purposes. Usually the same set of reviewers review different books in the same subject. However, a few States make provision for appointing different sets of reviewers if the number of books to be reviewed is large. In some of the States, however, no separate reviewers in different subjects are appointed but the members of the different Sub-Committees or Textbook Committees act as reviewers.

Appointment and Number

The reviewers in different subjects are appointed by the Director of Education or the Director of Public Instruction as the case may be for the specific purpose of reviewing the textbooks. Their appointment terminates as soon as the review work is completed. The qualifications of the reviewers are not rigidly laid down. They are usually experts in their subjects, teachers of training colleges and members of inspectorate staff. Rules in

States like Bihar and Mysore also provide that persons engaged in actual teaching should be nominated as reviewers.

The number of reviewers for different subjects is not uniform in all the States. The number of reviewers appointed for a particular subject is often three, but the practice varies from State to State. In Orissa, if the three reviewers show very wide variation in their recommendations, additional reviewers are appointed.

Time Allowed for Review

The time allowed to review books in different States varies from State to State. It depends on the nature and number of books to be reviewed. On the average, it is one month in various States. The maximum is three to four months and the minimum in one State is one week only.

Reviewers' Fees

The amount of remuneration paid to reviewers is varied in the many States. In two States the reviewers are not paid any fees. The review fee for books varies from grade to grade and for different types of schools. The average fee of reviewers ranges from Rs. 3 to Rs. 6 per book and the maximum is Rs. 35 per book. In Bengal, review fees are paid according to the volume of the book. In some States, in case of textbooks being submitted in manuscript form, the review fee differs. These may vary from Rs. 20 to Rs. 40.

Reviewers' Form

The State usually supplies the reviewers with certain standard forms which give an itemized list of the various aspects of a book. They give their opinion on specific matters in terms of this itemized list. In some of the States, they are further expected to detect errors in such textbooks, correct them and make suggestions in the specific area for its improvement. Their recommendations have to be categorical and definite and they have to indicate clearly if the books submitted were suitable to the different age levels for which they were intended. The reviewer's reports are usually kept confidential. In three States, their reports are made public to the authors and publishers, so that they know for future reference, exactly in what respects their books had fallen short of the expected standards. This is to help them avoid similar defects in future. Ten States have not prescribed any reviewer's form for the assessment and selection of their textbooks. The general pattern of enquiry in making the selection of books embraces such questions as subject-matter, language, printing, get-up, price, and similar issues. In three States, besides the above mentioned items, suitability of illustrations is also examined critically. In certain States some other criteria besides those mentioned above, are used as well. In Andhra State the book is subjected to an estimate in terms of the psychological principles involved and the choice of subject matter in the light of the cultural and social points of view. In two other States another criteria covering the importance and space devoted to the topics are examined. Here reviewers try to see whether all the topics are adequately covered, in about the same manner, in terms of importance and space. In these same States, one other criteria is also used. The reviewers try to see that the book does not contain anything that is unpalatable to any class or section of the people so that the religious, social and political harmony, is not disturbed.

In Madras the books are also examined from the point of view of the ethical and social principles involved. If the books are immoral in tone or have extreme views on social reforms, they are disqualified in the selection. The latter is especially important in view of the fact that it might tend to create disharmony and communal hatred among various communities. It is felt that it might even provoke feelings of disloyalty to the Constitution of India. These necessarily would disqualify a book submitted as a textbook for use in the classroom.

In general, the reviewers' forms are sketchy and lack proper coverage. Reviewers' form in 60% of the States emphasise merely the technical aspects of books *e.g.*, general get-up, print, paper and binding. Generally there is only one reviewers' form for all the subjects in different States. In six States the scope of enquiry is fairly exhaustive. It is different with different subjects.

Collation of Reviewers' Opinions

In the many States there exist varied ways to collate the recommendations of the reviewers. Often they send in their individual reports; in a few States the reviewers first meet to compare their evaluation. After discussion, they arrive at certain agreed decisions and then make a unanimous recommendation.

The reviewers send their reports on the many books to various Sub-Committees or the General Textbook Committee or the Advisory Board of Education or the different Boards of Studies or the Department of Education, as the case may be. In the Punjab such reports are sent to a high power Commission. The different Sub-Committees draw the priorities on the merit of the different textbooks and make their recommendations to the Textbook Committee. The Textbook Committee, in turn, forwards its recommendations to the Director of Education or Government, as the case may be, for the final selection of textbooks.

Authority of Textbook Committee

The list of books selected by the reviewers in terms of their suitability in given subjects and for given classes are purely recommendatory. They need not be rigidly adhered to by the final authority in his selection of the final list of textbooks. The Textbook Committees are commonly guided by the majority decisions of different Sub-Committees in the matter of selection of their textbooks. But if they are not satisfied of the suitability of textbooks recommended, they may send back the recommendations for consideration. Often there is no difference of opinion between the two. One State however, prescribes that if the recommendations of the Sub-Committee, seem to be unreasonable and unsound to the General Textbook Committee they can ignore it by giving 'Cogent Reasons'.

The recommendations of the Textbook Committees in different States are placed before the Director of Public Instruction or Director of Education or to the Government of State as the case may be, for final approval. In some States the Government may set aside their recommendations, if the selection is not made in accordance with the prescribed rules. Such cases are, however, very few in number.

In some of the States the Director of Public Instruction or the Director of Education, as the case may be, enjoys special powers in the selection and prescription of textbooks. In exceptional cases they may

prescribe the book directly, without any reference to the Textbook Committees. In Assam and Bombay, if the Director of Education is of the opinion that certain textbooks submitted for consideration are suitable for the purpose, he may reject them, without any reference to the Textbook Committees. However, technically, the recommendations of the Textbook Committee are subject to the approval of the Director of Public Instruction. Since the Director of Public Instruction or the Director of Education are the ex-officio members of the Textbook Committees, they seldom go against the unanimous decisions of the Textbook Committees.

Issue of Final List

The general practice in most States is that the list of approved or selected books for adoption in the various subjects for different schools is issued by the Director of Education or Director of Public Instruction, as the case may be. The same practice holds good in the case of Nationalised books.

This sanction of the textbooks is commonly made by means of a notification in the State Gazette.

Period of Approval

Textbooks in different States are often prescribed and approved for a period of three years. In a few States textbooks are initially prescribed for one year only but this period may subsequently be extended if considered necessary. The maximum period of approval is five years. In some States, the period of approval for Primary and Secondary grades is not uniform. In the former case it is one year whereas in the case of Secondary School books it ranges from three to five years.

Removal and Addition of Books

Ordinarily textbooks once approved or prescribed cannot be changed before the expiry of their normal period of approval as fixed by different States. Most of the States have so far experienced no exigencies which necessitated the replacement of such books before the expiry of the period of approval. Cancellation, deletion or addition of books may take place before the expiry of their normal period, with the change of curriculum, nationalisation of textbooks, their non-availability, or non-conformity with the approved specifications or serious complaints against the book.]

SECTION III

Specific Problems in Selection of Textbooks in Various States.

Most of the Textbook Committees in the many States have experienced unique problems in the selection of textbooks. The most commonly mentioned problems in almost all the States where textbooks are selected from the open market is, that the quality of textbooks received for consideration is generally low and these are found to fall short of the desired standard. This defect confines to the limited number of books of medium quality. Other specific problems experienced by them may be classified as follows:—

(1) **Lack of Planning in Production of Textbooks** There has been a definite lack of planning in the production of textbooks. Publishers do not pay adequate attention and quite often they lack the knowledge and equipment essential to improve the quality of production of their textbooks. Their primary motive is to get their textbooks prescribed. Production of textbooks for them is practically a commercial proposition rather than an educational venture. Very often they try to influence the Textbook selectors and reviewers. There is also an unhealthy competition among them.

(2) **Problems Involved in Authorship** In some States the number of students in the different classes is limited. This is particularly true in cases where the medium of instruction is in more than one regional language. The comparatively limited number of textbooks needed for such States does not attract authors of merit and publishers of standing. As a consequence, books are not written by people with the right qualifications and experience and many cases of unauthorized borrowing come to light. Besides authors find it difficult to pay all the varied types of fees prescribed by the different States. There is hardly any incentive for them to write textbooks.

(3) **Selection of Textbooks** Textbook production and selection is now becoming a specialised service. If this service is to meet the demands which are made upon it in a satisfactory manner, separate officers and departments are needed to run the same. For instance, the reviewers who are appointed in the various subjects to give their opinion on the suitability of the textbook, do not take their work seriously. As a consequence, approved books are often found to contain many errors, both textual and typographical.

(4) **Curriculum Changes** Textbooks have not kept pace with Curriculum changes.

(5) **Price Factor** The different States have been experiencing great difficulty in trying to keep a balance between reasonable prices and good quality of books. Books submitted by the publishers and authors show wide variations in quality and price. If they are priced high, the parents and authorities hesitate to prescribe them and if they are priced low the publishers refuse to conform to the set specifications.

(6) **Nationalisation of Textbooks** Even in States where textbooks have been nationalised, there have been some difficulties. The many States of the Indian Union have adopted many different measures to solve these difficulties experienced in the production and selection of textbooks. The pages that follow provide a detailed account of existing Textbook Selection Procedures in the different States.

A J M E R

The State has no Textbook Committee. An Advisory Board for the Nationalisation of Textbooks was set up in March 1953, with the aim of nationalisation of books, from Class I to Class VIII. The Board has made a selection of books on mother-tongue, Arithmetic for Primary Basic schools and one on Social Adult Education and purchased them directly.

For other classes, the books recommended in 1950 by the then Textbook Committee, are in use. The Director of Education of the State is the Chairman of the Advisory Board for the Nationalisation of Textbooks. The recommendations of the Board are submitted to the Government for final approval. On an average, four books have been approved by the department in each subject, but the option to select any one out of these is exercised by the Heads of Institutions.

Composition of Advisory Board

The Advisory Board for the Nationalisation of Textbooks is constituted by the State Government. It is a permanent body consisting of 15 members. The personnel of the Board consists of distinguished educationists, members of the Legislature and other persons competent to give technical advice.

The Board, if considered necessary, may appoint from amongst its members, different Sub-Committees to deal with books in the different subjects and languages. The Sub-Committees are not permanent but are formed from time to time, as warranted by specific needs.

How Books are Submitted

Manuscripts as well as printed books are invited for selection from authors and publishers in the open market without any discrimination. These are to be in accordance with the prescribed syllabus, instructions regarding subject matter and conforming to other rules for submission of manuscripts and books. Usually a period of three months is given to submit such textbooks. Books may be submitted either in printed or manuscript form. The fee is the same in both the cases. The authors and publishers have to pay an entry fee of Rs. 50/- for each textbook for children and Rs. 25/- for each Guide Book for teachers.

How Books are Selected

The members of the Advisory Board or its Sub-Committees act as reviewers for books in different subjects. Sometimes a special committee consisting of the Assistant Director of Education, the District Inspector of Schools, the Inspector of Government Schools and/ or the Assistant District Inspector of Schools, is appointed for recommending suitable books for the school libraries of the State. The reviewers do not use any specific form for expressing their opinion on the books examined. No rigid time limit is fixed for reviewing such books. The reviewers are paid at the rate of Rs. 20/- per book or manuscript, out of the entry fee of books. The books are recommended in the order of priority and the final approval rests with the State Government.

Issue of Final List of Selected Books

The list of books finally approved by the State Government is issued by the Secretary of the Advisory Board, in accordance with the directions from the Director of Education. The normal period of approval is not uniformly fixed and it may differ from book to book. No circumstances have so far arisen to add or to remove any book from the list of approved books before the expiry of the period for which they had been approved.

Specific Problems

A whole-time worker is needed to work directly under the Director of Education, so that he can be actively associated with the selection of textbooks. Recently, the Superintendent for the Nationalisation of Textbooks has been appointed to help in the process of Nationalisation and Selection of books.

A N D H R A

The Andhra Textbook Committee was set up under G. O. Ms. No. 158 Education, dated 24th February, 1954. The function of this Committee is to advise the Director of Public Instruction, in the selection of suitable textbooks for the several classes and forms in recognised schools, up to the Secondary Grade level. It does not, however, offer such advice for books used in Anglo-Indian schools, unless the Government or the Director of Public Instruction is specially requested to submit its views regarding the same. The Committee does not attempt to prescribe particular textbooks, but it provides, in each subject and for each class, as varied and complete a list as possible, so that the managers of schools may exercise the freedom of choice in a wider area. The Committee also advises the Education Department as to the steps to be taken for the preparation and publication of new textbooks when necessary.

Other duties of the Committee are :—

- (1) To maintain a library of blocks of good illustrations, which could be loaned to authors and publishers in order to improve the standard of textbook illustration and
- (2) To help in forming an educational library containing all textbooks approved by the Committee and authorized by the Director of Public Instruction during a period of five years. This library is to be under the control of the Director of Public Instruction. Approved books are kept in the office, for future reference, so as to be possible to answer references, if any, regarding the approved books.

Composition of Committee

The Committee consists of the Director of Public Instruction who is also the Commissioner for Government Examinations, the Deputy Commissioner for Government Examinations, an officer of the cadre of Deputy Director of Public Instruction and the Secretary to the Commissioner for Government Examinations. These members are the ex-officio President, Vice-President, and the Secretary of the Committee respectively. Exclusive of the President and the Vice-President, the Committee, consists of not more than 25 members, nominated by the Director of Public Instruction and formally approved by the Government. While selecting the nominees, due regard has to be paid to all subjects and languages, and to include persons actively engaged in recognised institutions and other interests. The Rules, however, require that the Committee should include the Vice-Chancellor of each of the Universities of Andhra and Venkateswara in the State, or any person nominated by them in consultation with the

Director of Public Instruction. The members of the Committee usually hold office for three years. They are eligible for re-nomination.

There is a provision in the Rules for the formation of Sub-Committees for consideration of books in various subjects or languages. Such a Sub-Committee consists of a member of the Andhra Textbook Committee, who is the Chairman, together with such other members of the Committee and panel of reviewers as may be selected by the Director of Public Instruction. All appointments to the Sub-Committee, including that of the Chairman, are made by the Director of Public Instruction, subject to the approval of the Andhra Textbook Committee.

How Books are Submitted

Textbooks are submitted in response to a notification by the Director of Public Instruction in the State Gazette at least three months before the meeting of the Andhra Textbook Committee. This Committee meets once a year in the month of January.

Publishers who have registered themselves with the fee of Rs. 400/- are eligible to submit their books. Others who have not paid this registration fee are not allowed to submit books. While submitting Textbooks the publishers will also pay a scrutiny fee which ranges from Rs. 8/- to Rs. 25/- per book for the different standards. The Director of Public Instruction may, at his own discretion, accept typed manuscripts of books on payment of Rs. 125 per book as fee. Textbooks prescribed in other States may also be submitted, on paying only half of the scrutiny fee as fixed for different classes.

How Books are Selected

The books submitted to the Director of Public Instruction in conformity with the instructions issued along with the necessary declaration, are registered for the purpose of selection. Then, the Secretary, with the approval of the Director of Public Instruction sends these books to not less than two members of the Sub-Committee concerned for an estimate. On receipt of reports from these members the Secretary submits both books and estimates to the Chairman of the Sub-Committee. There are three courses of action open to the Chairman; he may endorse these opinions if they coincide or he may give a casting vote if they are at variance or he may even bring the matter to the notice of the Textbook Committee, if he differs from the two opinions which coincide. The list of books so recommended is circulated among the members of the Textbook Committee before the meeting in which the final decision is taken.

In case of specially prepared books the Director of Public Instruction may take urgent action, necessary for referring the book to the Sub-Committee concerned. This he may do only if he thinks that this action is necessary. If the report of this Sub-Committee concerning this book is favourable the Director of Public Instruction may notify its selection without reference to the Textbook Committee. Should the opinion of the Sub-Committee be unfavourable the book will be referred to, in the ordinary course, to the Textbook Committee.

The Textbook Committee also approves books for non-detailed study. These may be purchased by schools for library purposes. But schools are not precluded from selecting books outside the list for library use.

In cases where books are rejected by the Textbook Committee, it is required that a brief indication of the grounds on which the judgment has been framed be given to the publishers. But this information cannot be demanded by the publishers as a matter of right. The general grounds on which books may be described as unsuitable are detailed in the Rules under "Subject Matter", "Expression", "Printing and Get-up."

Textbooks finally selected are notified by the Director of Public Instruction in the Andhra Gazette soon after the meeting of the Textbook Committee. These retain their approval for *Five* years. However, even before the expiry of this period, it is always open for the Director of Public Instruction to remove a given book from the list, on the advice of the Textbook Committee or the Inspecting Officers. All textbooks used in recognised schools have to be selected from the current approved list. A school can disregard this directive only on the penalty of losing its privilege of recognition or its grant-in-aid. Except in extraordinary cases, the Director does not exercise the powers conferred on him by Rule 32 of the Andhra Textbook Committee Rules. But he may exercise the right of prescribing textbooks even though such books have not been approved by the Textbook Committee. This procedure is permissible, only in cases where the books are of a high standard and where a few institutions agree to use them. It may also be adopted in cases where a new syllabus is introduced in any subject. If an adequate number of books are not available in the subject, the Director of Public Instruction may select some good books for the sanction and approval of the State.

The reviewers appointed to examine textbooks are required to express detailed remarks about the books. These are required in the form of answers to a questionnaire in the prescribed form. They are asked to return the books with their corrections, remarks and suggestions. The time allowed to reviewers to complete their work is one month. The department has published a guide book regarding the essential requirements for the approval of textbooks. In this guide book, the different standards to which the books should conform are prescribed for different subjects.

A Sample of Opinion Form Supplied to Reviewers

1. (a) Name of the book.....
- (b) Number of the book.....
2. Is the subject-matter up to the standard and according to the syllabus ?
3. In the case of books in language and books on social studies, are the choice and presentation of subject-matter such as to foster love of the mother-land, and faith in the progress of mankind ?
4. (a) Is the subject-matter well chosen from the cultural and social point of view ?
- (b) Is it well arranged, well presented and up-to-date ?
- (c) Are the exercises helpful, graded and adequate ?
5. Are there any inaccuracies or incorrect statement of facts in the subject-matter of the book ? If so, give examples.
6. Are the language and style suitable for the class or the readers for whom the book is meant ?

7. Is the language of the book suitable, idiomatic, free from errors of grammar and diction, etc. ? If not give instances to the contrary.
8. Are there any printing mistakes ? If so, give those which you have been able to detect.
9. Is there anything in the book that has a tendency to disturb religious, social or political harmony ?
10. Do you consider the printing, get-up, quality of paper, maps, illustrations, pictures, etc., quite suitable ? If not, indicate the defects noticed.
11. Other remarks, if any.....
12. Do you recommend the book as suitable or not ? If so, for what purpose ?

Note : Books are declared suitable for :—

(i) Class use (books to be prescribed as textbooks in schools).

(a) Detailed study.....

OR

(b) Non-detailed study.....

Signature with designation of the
person reviewing the book.

The remuneration paid to reviewers varies from Rs. 3 per book for the Primary school to Rs. 6 for the higher forms of the High school or Training school. The Chairman's honorarium for his work varies from Re. 1 to Rs. 3 for these classes. For books in manuscript, Rs. 40 and Rs. 20 per book are paid to the reviewer and the Chairman respectively.

Specific Problems

There has been no specific problem experienced by the State in the selection of textbooks. In pursuance of the recommendation made in the Report of the Elementary Education Committee, Andhra, the Government of Andhra recently appointed a Special Committee to examine the implications of the proposal of the Elementary Education Committee regarding the uniformity in textbooks. The purpose of the establishment of this Committee were :—

- (1) "To examine the recommendation of Elementary Education Committee in greater detail and to suggest ways and means to implement it and to what extent it may be now implemented.
- (2) Whether the writing, publication and sale should be confined to textbooks for :—
 - (a) Primary schools and
 - (b) Junior schools, or
 - (c) Whether it should extend to other schools as well and if so, what they are (Higher, Primary, Senior, Basic or Secondary schools).

- (3) Whether the acquisition of suitable books already recommended will also be recommended.
- (4) What machinery and procedure will they suggest to implement their recommendation”.

The Report of the Committee has not yet been published.

A S S A M

According to the Circular No. EMI/169/51/15, dated the 5th July, 1951, the Assam Textbook Committee is a body constituted to advise and aid the Education Department in the selection of textbooks for Primary, Middle, and High schools and Madrassas, where the media of instruction are Assamese, Bengali and English. The rules also provide for the establishment of such Textbook Committees for Hill Languages, should the Government consider it necessary. At present, however, there are separate Textbook Committees only for Garo and Khasi languages. Textbooks in other Hill languages are prescribed by the Director of Public Instruction in consultation with the local Education Officers and the Deputy Commissioner of the District. The Director of Public Instruction has also the responsibility of approving or rejecting prize and library books submitted by the Secretary, Assam Textbook Committee on the basis of the report of their suitability or otherwise.

According to the amendment of 1953, the Director of Public Instruction is also empowered to appoint Sub-Committees with the prior approval of the Government to deal with books on different subjects.

The final lists of books to be used in the schools of the State are issued by the Director of Public Instruction, after these books have been approved by the Assam Textbook Committee.

Permanent Officers

The Director of Public Instruction is the ex-officio President of the Assam Textbook Committee. There is a paid Secretary to the Textbook Committee, who is also an ex-officio member of the Committee. Under Rule 47 (a), the Director of Public Instruction is competent to reject textbooks outright without reference to the Sub-Committee concerned, if such books, in his opinion, were obviously unsuitable. A list of books thus rejected by the Director of Public Instruction should be placed before the Assam Textbook Committee in its general meeting, as a matter of information. For the rest of the books, the remarks of the Sub-Committees on each book examined, are to be corroborated by the Assam Textbook Committee in its general meeting. The books so approved by the Assam Textbook Committee are forwarded by the Director of Public Instruction to the State Government for their confirmation.

Composition of Committee

The Textbook Committee consists of 25 members, exclusive of the Director of Public Instruction, who is its ex-officio President. Of these, 12 members will be official, nine non-official, three representatives of the Legislative Assembly duly elected and one, a representative of the Gauhati University.

All members other than officials will be appointed or elected as the case may be, for a period of three years. They are eligible for re-appointment or re-election.

There are different Sub-Committees to deal with different subjects. Such a Sub-Committee consists of its own members. If and when necessary special subject experts, who may be outsiders, are called to serve on these Sub-Committees. They are selected by the Director of Public Instruction and approved by the Government. Such experts take part in the proceedings of the Sub-Committee concerned, if so required, but they may not attend the general meeting of the Assam Textbook Committee. The Director also appoints a Secretary to each Sub-Committee, who must be a member of the Assam Textbook Committee. The rules postulate that the Secretary should ordinarily be a Government Officer.

How Books are Submitted

Ordinarily a notification is issued annually in the Assam Gazette, a session ahead, inviting textbooks from authors and publishers according to specific conditions given under "Instructions" addressed to them. All books are submitted to the Director of Public Instruction. A fee at the rate fixed by the Director of Public Instruction from time to time, is paid by the author or the publisher. This fee varies from Rs. 5 to Rs. 10 per book.

How Textbooks are Selected

The Director of Public Instruction, if he is *prima facie* satisfied about the suitability of textbooks submitted, sends them to reviewers (experts) appointed by him for a further examination and report. Ordinarily three reviewers (sometimes the number goes upto five) are appointed to examine a number of books on a particular subject intended for a class or a group of classes. One copy of each book is sent to each of the reviewers appointed for the purpose. The books forwarded to the reviewers bear no names at all, whether it be the names of their authors, publishers, or the presses where they have been printed. They are identified only by some code numbers. The reviewers are given sufficient time (not less than three months) to examine the books and report on each book separately. The books, together with the reports, are returned to the Secretary of the Assam Textbook Committee.

The Secretary of the Assam Textbook Committee submits the reviewed books together with the reviewers' reports, to the Sub-Committee concerned, for a further examination of the same in the light of the reviewers' reports. Besides correcting the errors, the reviewers and the Sub-Committee can offer suggestions for further improvement of the books recommended by them. The remarks of the Sub-Committees on each book examined are to be corroborated by the Assam Textbook Committee in its general meeting. The Assam Textbook Committee can set aside the recommendation of a Sub-Committee and approve or reject a book irrespective of its recommendation. But such occasions are very rare. The list of books approved by the Committee are subject to confirmation by the State Government. Ordinarily the books are approved for a period of *four years* and except for cogent reasons, these are not removed from the list during this period. A book on the approved list may, however, be replaced or removed from the list if competent authorities as mentioned under rule 33 make a recommendation to this effect. The

Director of Public Instruction also has the authority to object to the use of a given book if he were convinced of its obvious defects. Or, he may do so if this action were suggested by any of the following agencies such as the Assam Textbook Committee, the Inspecting Staff, the Local bodies, School authorities or individual members of the Assam Textbook Committee. If any of the above authorities recommend a better book than the one in question, and if this latter book were accepted by the Sub-Committee concerned, the Director of Public Instruction may again object to the use of the former book on grounds of inferiority.

The Assam Textbook Committee may, at their discretion, allow an option of not more than six textbooks, in each subject, for a particular class or group of classes, except in Class A and B of the Lower Primary schools. Here the number of prescription may go upto ten.

Prize and Library books may be submitted without payment of any fees to the Director of Public Instruction. He sends them to the Secretary of the Assam Textbook Committee. The Secretary may himself examine the books or he may have them examined by others for inclusion in the approved list. The Director of Public Instruction issues the list of approved Prize and Library books at his own instance and the Assam Textbook Committee need not approve it. Ordinarily Government and aided schools should select their prize and library books from this approved list.

Besides the usual textbooks, exceptional books, which claim very special merits, or which are useful as a textbook for a specific type of institution, may be considered at any time on payment of the usual fees. All exceptional books are submitted through the regional Inspector of Schools to the Director of Public Instruction. The Director of Public Instruction approves them on the recommendation of experts appointed by him to examine such books. A list of the exceptional books thus approved by the Director of Public Instruction is placed before the Assam Textbook Committee during its session, as a matter of information only.

It is also provided in the Rules that "if the Assam Textbook Committee adopts a resolution to publish or replace any departmental textbook, the Director of Public Instruction will have the manuscript of the book prepared by a sufficiently qualified and capable person, or will entrust some reputed publishing firm to submit such manuscript prepared by persons with requisite qualifications, or when it is thought necessary, the Department will call for manuscript prepared by a qualified person by a Gazette notification." The Director of Public Instruction sends three copies of such manuscripts to experts selected by him for examination and report. The recommendations of the examiners are placed before the Assam Textbook Committee for its final approval. If, however, in emergent circumstances, a meeting of the Assam Textbook Committee is not possible, the Director of Public Instruction approves a manuscript on the basis of the examiners' recommendations and brings it to the notice of the Assam Textbook Committee at its next meeting. Unless otherwise handicapped the Department itself should publish the book and conduct its sale or enter into a legal agreement with a respectable firm preferably from Assam, to print and conduct the sale of the book.

Reviewers' Form

The reviewers are expected to submit a composite report on each book with reference to each sub-head of the questionnaire.

1.. SYLLABUS.

- (a) Are all the instructions (in case of instructions issued) fully carried out in writing it ?
- (b) Is there any omission of thing needed by the syllabus ? (state please, if any).
- (c) Does the book conform to the prescribed syllabus ?
- (d) Is there any departure from the syllabus ? (Please note if any).
- (e) Is there anything outside the scope of the prescribed syllabus ? (state if any).

2.. SUBJECT MATTER

- (a) Is equitable importance given to the different topics ?
- (b) Is there any inaccuracy, mis-statement or mis-representation of facts ? (Please note, if any).
- (c) Is there anything that would offend a community or any section thereof, or any individual or individuals ?
- (d) Is there anything that may be morally and politically offensive ? (inclusion of things referred to (c) and (d) should be considered as grievous demerits of a textbook).
- (e) Does the book contain any material that would be too difficult to understand for pupils for whom it is meant ? (if so, point out please).

3.. TREATMENT OF SUBJECT-MATTER.

- (a) Is the subject-matter divided into suitable units and are such units properly organised ?
- (b) Are the topics properly correlated where correlation is essential ?
- (c) Does the presentation of subject-matter keep in view the aim and object of the curriculum and other instructions given in its behalf ?
- (d) Is the subject-matter presented in a simple, effective style ? Is the treatment suited to the age-level of children for whom the book is meant ?
- (e) Is the language, simple, suitable and correct ?
(instances of faulty language, wrong spellings, wrong use of idioms etc., are to be marked out and corresponding correct forms, where necessary, should be given in the body of the book itself).
- (f) Are there any special features worthy of notice, in regard to presentation of the subject-matter ? (state in brief, if any).

4. TEACHING AIDS

- (a) Are there sufficient exercises in the book to test the attainment of pupils and stimulate them to independent thinking ?

- (b) Are the exercises of the proper type, well graded and intelligent ?
- (c) Is the book properly illustrated ?
- (d) Are the pictures, portraits etc., natural, and exact representations of texts, distinct in print and appealing to children ?
- (e) Are the pictures, portraits, etc., useful as teaching aids and helpful in understanding the texts ?
- (f) Are there any pictures, portraits etc , inside the book which have no definite purpose to serve ?
- (g) Are there necessary maps, charts, diagrams, etc., inside the book and are the incorporated ones correct, flawless and distinct in print ?

5. PHYSICAL ASPECTS (FOR PRINTED BOOKS)

- (a) Is the quality of paper good ?
- (b) Is the printing clear and pleasing to the sight ?
- (c) Is the type head used suitable ? (Pica type for all classes up to VI and small pica type for higher classes are generally considered suitable).
- (d) Is there sufficient space between two printed lines (allowing facilities for free "reading span") ?
- (e) Is there sufficient marginal space on all sides of a page ?
- (f) Is the binding satisfactory ? (commonly known as 'jush bundi' is considered to be ideal for school textbooks).

N.B. The report on each book should be concluded with the remarks of the reviewer stating whether he selects or rejects it. In case of rejection, the reasons justifying rejection should be stated in brief.

In case of selection he will certify in the following manner ?

The book with the symbol No..... (here State the code No. of the book) is found suitable and stands..... (here state the position of the book) in order of merit according to my impartial and unprejudiced judgment. It may be approved as a textbook if the following defects are removed :—(here mention the defects).

Signature of reviewer
with date.

Specific Problems Regarding Textbooks in the State

For selection of textbooks some new plans have been thought out and experimented. Improvements of these plans in the light of the results of experiments are under contemplation.

B H O P A L

The State Government under their order No. 1588-1535, dated the 1st April, 1957, has introduced partial nationalisation of textbooks to secure textbooks of good quality on moderate prices. So far 20 books in different subjects have been published by the State in conformity with its prescribed syllabi. Prior to this, the State mainly depended on the neighbouring States for the supply of its textbooks. There was a Textbook Committee in the State which selected textbooks at the recommendations of different Subject Committees. The same procedure is followed still, in case of textbooks which are not covered by nationalisation. A number of textbooks are approved. This process leaves the ultimate choice to school authorities. Here, there are no rigid rules for the selection of prize and library books. The purchase of suitable books is made either centrally by the Directorate of Education, or by the Heads of the Institutions out of their budget allotments earmarked for this purpose.

Composition of Textbook Committee

The Textbook Committee consists of Conveners of the various Sub-Committees and a few co-opted members, with the Director of Education as the President. The decision of the President is final in all the proceedings of the Textbook Committee. There are various Sub-Committees in accordance with the subjects taught in the schools of Bhopal. They are listed in the following groups :

- (1) English, Mathematics, History and Civics, Geography, Hindi, Urdu, Persian, Sanskrit, Arabic, Drawing, Science, General Science, Hygiene, Agriculture and Gardening and Domestic Science.
- (2) Technical subjects taught in the Wapeedia Technical School.
- (3) For other subjects not covered by the above and taught in any other school established under Government control.

The Textbook Committee proposed the names of the Conveners and members of the various Subject Committees. Four names for the Sub-Committee on compulsory subjects and three names of the Sub-Committee on optional subjects are proposed by the Textbook Committee. The Director of Education has the authority to reject any name or names of the members of the Textbook Committee or the Sub-Committee. Besides, he has the authority to nominate one or more members to these bodies at his own discretion. The members of the Textbook Committee and different Subject-Committees are men of learning and experience in their particular subjects. The tenure of office of the members of the Textbook Committee and different Subject-Committees is three years. Two-thirds of their total strength constitutes the quorum. The President (the Director of Education) appoints the Secretary of the Textbook Committee. He is drawn directly from among the members of the Textbook Committee. His job is to ensure that the selection of textbooks is carried out strictly in accordance with the rules prescribed for this purpose. The Secretary, if he chooses, may attend the meetings of different Subject-Committees but he has no voting powers. The Textbook Committee can override the recommendations of the different Subject-Committees.

How Books are Submitted

In response to a notified criteria, syllabus and specifications, the publishers and authors submit their textbooks for selection by the month of October every year. They have to submit five copies in case of compulsory subject-books and four in case of optional subject books. They also pay Rs. 80 for a full set of books from Class I to VIII or Rs. 100 per book, if the book submitted is not in series. The local authors may be allowed by the Director of Education to submit their textbooks in legible manuscript form. If the author of the approved book is in Government service he cannot be a publisher or the seller of the book.

How Books are Selected

With the previous consent of the President, all the books received from the authors and publishers are sent for review to the Subject-Committees concerned. No separate reviewers are appointed. The members of different Subject-Committees act as reviewers. No specific form is used for expressing their opinion on the suitability of textbooks examined. In examining the books the Sub-Committees of different subjects take into consideration, among other things, the qualifications of the authors, the paper and printing of the book, and the price. Decisions are taken in the Sub-Committees by a majority vote. The Conveners of the different Subject-Committees communicate their recommendations to the Secretary of the Textbook Committee. He places them before the main Textbook Committee. The Textbook Committee can either agree or disagree with the recommendation of the Subject-Committee. In the latter case, it can set aside their recommendation. The recommendation of the Textbook Committee is invariably subject to the approval of the Director of Education. The President is the controlling authority and he may introduce, if need be, a new book or books without any reference to the Textbook Committee.

Issue of Final List

The Director of Education issues the final list of approved books. Textbooks are normally prescribed for a period of three years. Ordinarily, books are neither deleted nor added, before the expiry of the fixed period. So far, no exigency has arisen leading to this situation. However, sometimes, if the books in question were not available they may be removed from the final list.

B I H A R

The Textbook Committee in Bihar was set up in the year 1925 by the Government Resolution No. 3844-E—dated the 13th November, 1925. The Textbook Committee considered textbooks for use in Primary, Middle and High schools. It was reconstituted in the year 1949 by the Government Resolution No. 9045-E., dated the 29th December, 1949 for advising the Director of Public Instruction, Bihar, and the Government in the appointment of expert committees for the preparation, translation and review of textbooks. The Committee, at the instance of the Government, was also to get textbooks written by individual writers or panels of writers in consultation with expert reviewers and arrange for their printing,

publication and distribution in accordance with the instructions issued by Government from time to time. In all these cases the Committee was to act either as an advisory body to the Government or on behalf of or at the behest of the Government. It was to act through the Educational Literature Officer, who was its Executive Officer and Secretary.

Under the authority of the State Government Order No. 1802-E, dated the 30th March, 1950, the Textbook Committee was entrusted with the task of preparing and publishing textbooks for classes I to IX, in certain subjects, for which no suitable books were available in the market (for example General Science or graded Series of English Readers). It was thought that the preparation and publication of textbooks by the Textbook Committee itself, would help in removing the evils which had crept into the system of prescription of textbooks and would raise the standard of textbooks. By Government Order No. II/T2-O30/53/ER/743, dated the 21st August, 1953, the sphere of activities of the Committee was subsequently widened to include all the subjects upto Class XI. Up to 1955, 92 books have been produced in different languages. Up to the year 1952, books for classes X and XI were recommended by the Patna University. In that year, the Matriculation Examination was taken over from the University and transferred to the control of The School Examination Board, by an Act of the Bihar Legislature. The name of the Examination was also changed to that of "Secondary School Examination". The Secondary School Examination Board prescribed books for the year 1952-53. In the year 1953-54, the work of prescription of books for classes X and XI was also transferred from the Secondary School Examination Board to the Textbook Committee by Government Order No. II/T2-O30/53/ER/743, dated the 21st August, 1953.

On the recommendation of the 'Courses Committees', the Director of Public Instruction, Bihar, approves textbooks for classes X and XI. For classes I to IX, books recommended by the Textbook Committee are prescribed for the recognised schools.

By the year 1955 when the publication programme of the Textbook literature expanded considerably, the Government felt that the organization could be made to function more effectively in terms of a smaller committee comprising of experienced persons rather than in terms of a body composed of representatives from varying interests or bodies. In accordance with the Resolution No. 3076/-E., dated the 4th June, 1955, the Government, therefore, reconstituted the Text-Book Committee and named it The Text-Book and Education Literature Committee. The following were its functions :—

- (a) To undertake, on behalf of or at the behest of the Government, the production of Educational Literature and Textbooks, in different subjects and for different classes ;
- (b) To prepare programmes for the production of Textbooks and other literature, after taking into account the proposals made by the Committees of courses under Section 7(3) (b) of the Bihar School Examination Board Act and the recommendations of other Educational Boards and Committees set up by Government or affiliated, under rules approved by the Government.
- (c) To advise the Director of Public Instruction and Government, on Textbooks to be prescribed in subjects, and for classes other than those for which books are published by the Committee.

- (d) To appoint panels of expert reviewers for the examination of books and manuscripts and to give them the necessary instructions.
- (e) To grant suitable honoraria and royalties to authors, artists and other royalties to publishers, where necessary.
- (f) To organise the agency and methods of proper distribution of textbooks and other books published by the Committee.
- (g) To give instructions to publishers of textbooks regarding the standard of publication and their proper distribution.
- (h) To maintain a library of blocks, of good illustrations, to be lent on agreed terms to private publishers.
- (i) To build up a comprehensive library of good textbooks and other educational literature for the guidance of authors, reviewers and experts committees.
- (j) To advise the Government, in general, on the policy and programme of the selection, publication and distribution of textbooks and educational literature.
- (k) To advise the Government about the proper utilisation of the income derived from the sale of books and other literature published on behalf of the State Government.
- (l) To perform such other functions as may, from time to time be entrusted to it by the Government.

The Text-Book Committee prescribes Text-Books for Primary and Secondary Schools, Supplementary Readers in language subjects for classes VI to IX and Help-books for teachers in non-language subjects for the Primary Schools. Library and Prize-books are excluded from its control.

Permanent Officers of Textbook Committee

The Director of Public Instruction is the Chairman of the Text-book and Education Literature Committee. The Secretary of the Textbook and Education Literature Committee is a permanent official of the Committee. His job is to see that the books are produced and published in accordance with the procedure laid down by the Committee. The printing of the books is done by the Publication Section of the Textbook and Education Literature Committee. This aspect of the Committee is managed by the Publication Officer. The textbook illustrations are designed by the Artist and the language is scrutinised by the Language Expert. Both these are employees of the Textbook and Education Literature Committee. The Textbook and Education Literature Committee has six members and is constituted as follows :—

- (1) The Director of Public Instruction—Chairman.
- (2) The Vice-Chancellor of one of the universities (by annual rotation).
- (3) Three to five persons nominated by the State Government of whom at least two may be persons of the status of retired High Court Judges, retired members of the Public Service Commission or retired officers of the Class I of the Bihar Educational Service.

The Committee has a whole time Secretary and the Educational Literature Officer who acts as the Assistant Secretary.

The tenure of office of the members nominated for the Committee is three years. According to the Notification No. 712-E., dated the 8th February, 1956, the Vice-Chancellor of the Bihar University will serve for a year at the first instance. He is to be succeeded by the Vice-Chancellor of the Patna University. The membership will be filled up by rotation every year.

How Books are Submitted

The Textbook Committee of the State invites books from publishers and authors, whenever there arises a necessity for changing the old books or prescribing new books in any subject, according to a changed curriculum. (Generally, notification for inviting such books is made through the English Papers and through the Bihar Gazette. A period of two to six months is given to the publishers for the submission of books. The authors and publishers are required to submit books in conformity with the standards laid down by the Textbook and Education Literature Committee. While submitting books for consideration, they have to submit five extra copies of the book and a review fee at the rate of Re. 1 per page of the book submitted, plus Rs. 2 per book for incidental charges. Usually, printed copies of books are received for consideration. But books in manuscript form are not debarred from submission. The publishers and authors outside the State are also eligible to submit their textbooks. Textbooks in different subjects are submitted to the Secretary of the Textbook Committee within the prescribed date. He will pass them on to the respective panels of advisers appointed for the various subjects.

The authors and publishers do not have to pay any review fee for books intended for classes X and XI. They will pay only Rs. 2 per book for incidental charges. These books are examined by the 'Courses Committees' in different subjects.

The procedure mentioned above has been followed till now. But the following modifications have been introduced in the above procedure by Notification No. 6835, dated the 28th November, 1955.

- (1) Only registered publishers and publishing concerns are entitled to send books for consideration by the Textbook and Education Literature Committee.
- (2) To remove the disparity in the rates of review fee charged from publishers for books meant for higher and lower classes, a uniform Review Fee of Re. 1 per page for all books for classes I to XI, in addition to incidental charges at Rs. 2 per book, are charged.

How Books are Selected

The State Government approves a general list of advisers from experts in the subject from colleges, as well as experienced and reliable school teachers. Two advisers, one an expert in the subject and the other a school teacher, are selected from the general list for reviewing the books. Authors who have submitted books for consideration are excluded from such appointments.

For each subject and category of books there are two advisers of whom one is a convener (Chief Adviser). The Secretary, before distributing the books equally among the advisers, removes the covers, the title page and all trace of identity and assigns symbolic numbers to the books.

As soon as the books are received by the advisers from the Secretary, they study the books in the light of the memorandum issued to the authors and publishers. This memorandum contains the requirements and standards for the acceptable textbooks. But before they actually commence their work of review and scrutiny, the convener draws up a detailed memorandum of their procedure of work and assessment. A copy of this is sent to the co-adviser for his guidance. The books are consequently reviewed by each adviser independently. They prepare a statement in duplicate showing the good and bad points in every book. The statement of their impressions must be clear and definite. Their statements are to be categorical, leaving no room for doubt. They should reject unsuitable books and select the suitable books in no uncertain terms.

The books reviewed and the statements in duplicate, are sent confidentially in sealed covers to the Secretary of the Textbook Committee, by name.

The Secretary, after the receipt of the books and the statements from the advisers, excludes the books to be rejected and interchanges the approved books only, with the statement between the two advisers. The advisers then review the books thus received and submit a consolidated statement of books previously reviewed and the books reviewed a second time. The advisers are expected to arrange this statement strictly in order of merit.

The advisers then meet together in the office of the Secretary of the Textbook Committee. After mutual discussion, they jointly and unanimously prepare a final statement indicating the order of merit of the books recommended, as well as suggestions if any, for the improvement of such books. The basis and justification for their joint recommendations detailing the relative merits of books recommended, is also submitted to Director of Public Instruction for his approval.

Out of the books jointly recommended in the order of merit, the best book or the books that are almost similar to the best book in merit are tentatively selected by the Director of Public Instruction. The number of books selected for any subject depends on the number of books that make the nearest approach to the best book in merit.

The publishers of the books tentatively selected, are then asked to improve the books and remove the defects in the light of the suggestions made by the advisers. After satisfactory revision the books are finally approved by the Director of Public Instruction.

For the selection of the textbooks for the tenth and eleventh classes, the procedure is different. In term of Clause 7 (2) and (3) of the Bihar School Examination Board Act 1952, the books received from the authors and publishers are examined by the Courses Committees consisting of five members. Of these five, two are nominated by the Board of Secondary Education, Bihar, two are nominated by the two Universities of Patna and Bihar and one is nominated by the Government.

The members of the Courses Committees continue as long as some other person in their place is not nominated by the bodies that are empowered to nominate such members. The Courses Committees recommend suitable books in each subject and category, in the order of merit. The Director of Public Instruction then finally approves the most suitable books in the order of merit out of the recommended list. The number of

books approved for each subject and category does not ordinarily exceed three.

Each member of the panel is paid a remuneration at the rate of -/8/- per page for the first review of the books and at the rate of -/6/- per page for the second review.

Reviewers' Form

The textbooks received from publishers are examined by experts with respect to the following points :—

- (1) Whether or not the book conforms to the syllabus prescribed.
- (2) Whether or not the standard of the book is suitable for the class for which the book is written.
- (3) Whether or not the presentation of the matter is psychological.
- (4) Whether or not the language is correct.
- (5) Whether or not there are any illustrations and if so, whether or not they are of the right-type.

Issue of Final List

As already pointed out, the books finally revised and printed are placed before the Textbook Committee, Bihar, and the Director of Public Instruction, for their approval. After approval, they are notified in the Bihar Gazette.

A textbook once prescribed, is not generally changed within a period of five years. It continues for at least three years from the date of prescription, unless the syllabus is changed or any glaring defect is subsequently noticed or any serious criticism is received from the teachers who use it.

Specific Problems

- (1) The books received from the publishers for consideration are generally found to be far short of the expected standard of work. They lack in gradation. Their approach, treatment and get-up are defective.
- (2) To keep a balance between a reasonable price and good quality, is a hard problem. To ensure satisfactory results, prices are fixed, and the standard to be achieved is explicitly notified.
- (3) It has been observed that the books written and submitted by the publishers are not written by people with the right qualification and experience. This results in a limited number of qualitatively poor books. Therefore, the choice presented to the Textbook Committee is extremely limited.

The Textbook Committee is endeavouring its utmost to devise ways and means to solve these problems. It has already taken upon itself the work of preparation and publication of some of the textbooks. It is expected that the scope of such publications would soon be widened.

B O M B A Y

Under Section 38 of the Bombay Primary Education Act passed in the year 1947, and the Bombay Municipal Corporation and the City of Bombay, Public Education (Amendment) Act, 1950, the authority to prescribe textbooks in Primary schools is vested in the Government, while in the Secondary schools, the headmasters have the authority to prescribe any book they choose, from the sanctioned list of books. Under the Government Resolution, Education Department No. STE-1052, dated the 10th May, 1954, it is laid down that in order to assist the Director of Education in deciding the question relating to the sanction of books to be used in schools in Primary Training Colleges, there shall be Textbook Committees for each, and all of the regional languages, namely, Marathi Gujarati, Kannada, Hindi, Urdu, Sindhi and English. To maintain a uniform standard in the scrutiny of textbooks, the resolution also postulates the appointment of "The Textbook Co-ordination Committee". The Textbook Committee is purely advisory in its functions. Its function is to make recommendations to the Director of Education with respect to the textbooks submitted to it for consideration. The actual sanction is accorded by the Director of Education. Supplementary Readers are excluded from the purview of these Textbook Committees. They are approved by the Director of Education, after consulting the experts. Supplementary readers are prescribed too. These are to be purchased by schools and not by students. Under rule 14, the Government has overriding authority with regard to the sanction or prohibition of textbooks suggested by the Director of Education.

Permanent Officers of Textbook Committee

The Director of Education will be the ex-officio President of the Textbook Co-ordination Committee. Besides him, there will be a permanent Secretary for all the Textbook Committees for the afore-mentioned regional languages.

Composition of Committees

The strength of each of the different Textbook Committees is four members, consisting of a Deputy Director of Education, an Educational Inspector and two others. One of these two is an official. Two other experts are nominated by the Government to assist each Committee in reviewing the books in every one of the subjects and languages mentioned above. Of these two, one should be a non-official. The members and the experts are nominated by the government on the recommendation of the Director of Education. The Director of Education is the President and the Chairman of the Co-ordinating Committee, while members and secretaries of the different Textbook Committees are its members. Ordinarily the tenure of the members of such Committees is one year. They, however, continue as members till fresh nominations are made. The rules also prescribe that persons having direct or indirect interest in any book approved by or submitted for consideration to any Textbook Committee are not to be nominated as members of the Textbook Committee. Therefore, no book written, edited or published by a member of any Textbook Committee is accepted for consideration by any Textbook Committee.

How Books are Submitted

The Director of Education issues the directions and instructions concerning the requirements of textbooks. This he does, through a general circular letter addressed to different publishers and by a public notification. The publishers are to submit their books in conformity with these specified instructions. Ordinarily, more than six months are given to publishers and authors to submit their textbooks for approval. Books may be submitted either in response to a Government notification or if the authors and publishers desire any of their books to be included in the list of approved books, they may do so once a year. Such books must invariably reach the Secretary of the Textbook Committee concerned before the 31st July of the preceding year.

While submitting Textbook, authors and/or publishers desiring sanction for their books should submit separate applications for each individual book or a series, in the prescribed form, (Appendix 'A') along with an undertaking, (Appendix 'C') issued under the Government Resolution, Education Department No. STE-1052, dated the 10th May, 1954. All these books, along with the prescribed forms, are submitted to the Secretary of the Textbook Committee concerned.

Six copies of the Textbook, along with a fee of Rs. 20 for a book intended for use in standards I to VII, and Rs. 25 for a book intended for use in Standards VIII to XI and Primary Training College, are to be submitted for each book submitted for consideration. If any of the formalities laid down for the submission of textbooks are not faithfully followed, such books will not be considered.

Books in type-scripts or manuscripts may be acceptable, but if such a book were adjudged as a suitable one, the author or the publisher would be required to submit the printed copies of the same, after getting an intimation to that effect, from the Textbook Committee.

The publication of 'Cram books' disqualifies an author or publisher from submitting a textbook for consideration by the Bombay State. The phrase 'Cram books' in this instance signifies a guide-book or any unauthorised book which is not required according to the syllabus, for use in schools. If any textbook published by an author or publisher who had already produced these unauthorised guide-books have been sanctioned by the Textbook Committee, that sanction would be nullified and the book in question would be deleted from use in schools.

How Books are Selected

The new rules postulate that textbooks will be approved both for the Primary and for the Secondary schools. The selection of textbooks for libraries or prizes is left to the discretion of the Head of the Institutions or to the Administrative Officers, in case of Primary schools under School Boards. The Director of Education may recommend, from time to time, books, if any, suitable for the purpose of pupils' or teachers' libraries.

On receipt of application, the Secretary of the Textbook Committee, quickly passes on the books submitted to the members of the Committee. He also sends them a copy of the Part I of Form 'B' (given in the notification) duly filled in. Each member to whom a book has been referred for review, is required to examine the entire book very critically and carefully with a view to judge its suitability as a textbook or supple-

mentary reader for the standard for which it is proposed to be sanctioned. The members are supplied with a prescribed reviewer's form. They are expected to fill part II of form B, after their intensive scrutiny of the book. In it they are to indicate their impressions and judgment under the different headings. A period of three months is normally given to them for reviewing such books. They should weigh the good features of the book as well as its defects. They should categorically state whether the book is suitable to be approved or not, and if it were suitable, whether it needs further modifications and additions. They are expected to indicate in what directions and topics, improvements has to be made.

These reports by individual members are sent to the Secretary of the Textbook Committee. The Secretary collects the opinions of different members and places them before the Chairman of the Standing Committee.

If the recommendations are unanimous, the Chairman may forward the same to the President (The Director of Education) with his observations, if any, for final decision.

If the Committee's opinion were not unanimous and if the Chairman were to consider a meeting of the members necessary, he may call the meeting of the Textbook Committee for the subject concerned, and decide the question, taking into consideration the views of the members once again.

After taking into consideration the recommendations of the Textbook Committee, the Director of Education finally decides whether or not the book should be placed on the sanctioned list. Although, theoretically, there is nothing to prevent the Director of Education from either accepting or rejecting the recommendation of the Textbook Committee, in practice, he normally accepts their recommendations.

Books on Technical and Industrial Education

Books on technical or industrial education may be referred to the Director of Technical Education. Those on commercial subjects may be referred to the Inspector of Commercial Schools. Those on Art and Drawing may be referred to the Inspector of Drawing and Craft. Books on special subjects such as French are referred to two experts in the subject and are sanctioned by the Director of Education on their recommendations.

Appeal against the decision of the Director of Education, if any, can be made to the Government, *vide* Rule No. 12, of the notification, within one month from the date on which the decision is communicated to the author or publisher.

Reviewers' Form

While submitting a detailed report on the suitability of the textbook, the members of the Textbook Committee (Reviewers) are required to fill in the following prescribed form 'B' Part II).

GENERAL GET-UP

- (i) Is it fully covered ?
- (ii) Is equitable importance given to the different topics included in the syllabus ?
- (iii) Are they properly co-related ?

- (iv) Are any unnecessary topics added ?
- (v) Are the topics divided into suitable units and properly organised ?
- (vi) Does it contain anything that would offend any section of the community ?
- (vii) Does it contain any material that would be too difficult for the children to understand ?

(2) TREATMENT OF SUBJECT-MATTER

- (i) Are the topics properly graded and inter-related ?
- (ii) Does the treatment of the subject-matter keep in view the intention of the syllabus and the instructions given in this behalf ?
- (iii) Is the subject-matter presented in a simple effective style and the treatment in a form suited to the age-level of the children ?
- (iv) Is the language suitable, simple, and correct.
- (v) What are the special features regarding the treatment of the subject-matter ?
- (vi) What are the defects, if any ?
- (vii) Are there sufficient exercises etc. ?
- (viii) Are they of the proper style and well-graded ?
- (ix) Is the book suitably illustrated ?

(3) GENERAL GET-UP

- (i) Is the quality of paper good ?
 - (ii) Is the type-head used and spacing suitable ?
 - (iii) Is the printing clear ?
 - (iv) Is the binding satisfactory ?
- (4) Is the price suitable ? If not what price would be suggested ?
- (5) Give general remarks justifying the reasons for its recommendation or rejection. Indicate also the standard and subject for which it is recommended.

A fee at the flat rate of Rs. 4 per book for books for standards I to VII of the Primary and Secondary Schools and Rs. 6 per book for books meant for Primary Training Colleges or standard VIII-XI of Secondary Schools is paid to each member for reviewing the books.

Issue of Final List

A consolidated "List-of-class-books" sanctioned for use in Primary schools, Secondary schools and Primary Training Institutions, from time to time, is published by the Director of Education. The phrase, "List-of-class-books," denotes the textbooks, supplementary readers and atlases to be used in the school-room. These lists are issued by the Director every year. The decision, either of the approval or of the rejection of a textbook is communicated to each applicant, individually. Ordinarily, the period of approval is three years. Sometimes, it may be for a lesser

period, if it were particularly mentioned. In case of reprints if the publishers include changes of any type, prior sanction of the Director of Education is essential before the expiry of the period. If a book is sanctioned and it is found subsequently that it contains a statement which is open to objection on religious, social or political or any other grounds, it may be removed from the sanctioned list. In such an instance the Director may issue a circular letter to the schools concerned regarding the consequential action, if any, to be taken in that connection.

As mentioned earlier under rule 14 of the notification, the Government has the over-riding authority. It may prescribe or prohibit the use of any book as a textbook, in either Government or recognised schools or in schools approved by the School Board. It may revise, modify or cancel any decision taken by the Director of Education or any of the Committees constituted under these rules.

Specific Problems of State

Under the rules, the Government does not prepare and publish its own books. However, the Government has brought out its own books (Language Readers) for Standards I and IV of Primary Schools, in the three regional languages (*viz.* Marathi, Gujrati and Kannada), as well as textbooks on Agriculture for standards VII to XI in these languages. These books were written by Special Committees appointed for the purpose.

The process of getting good textbooks written by Committees is a difficult task to accomplish. In these Committees, the textbooks emerge as a result of some compromise while educationally it should be the author's creative work. Printing also involves great difficulty. The entire work cannot be undertaken by the Government presses and entrusting this work to private publishers leads to legal complications. The Government is therefore averse to publish its own textbooks, though model textbooks may be written in a particular subject, if books of the requisite quality are not forthcoming.

The new procedure for the selection and sanction of textbooks on the whole, has worked well. The chief difficulty experienced in the working of the new procedure during the first year of its implementation (1954-55) was that sufficient time could not be given to the experts and the Committees, to review the large number of books received for sanction. They could not critically and exhaustively examine all the submitted books and hence, in some cases, some mistakes or defects remained unnoticed, in the books recommended for sanction. Also, after the list of sanctioned books was announced, there was insufficient time for the publishers concerned, to bring out printed copies of the books in adequate numbers to meet the demands of the schools by the beginning of the academic year. It is expected that these defects will not recur hereafter, because the normal date laid down in the rules for the submission of books, namely 31st July of the preceding year, will be adhered to. This procedure would give sufficient time both to the Textbook Committees and to the publishers. Temporary expedients such as the staggeing of textbooks invited for different standards, giving concessions about binding of books, and the like were also adopted in order to overcome the difficulties mentioned above.

C O O R G

Schools in Coorg State are affiliated to the Board of Secondary Education, Madras. As such they follow the syllabus prescribed by the Department of Public Instruction, Madras, for the Secondary School Leaving Certificate, Examination.

Under notification No. A. 6.7204. R. Dis. 60/54, dated the 29th July, 1954, the Chief Commissioner of Coorg had established the Textbook Committee in the State. This Committee was to draw up annual lists of books recommended for use as classbooks, in the Primary, Middle and Secondary schools in Coorg. The Textbook Committee is thus a non-statutory body. From among the books selected by the Textbook Committee, the State Educational Officer, Coorg, prescribes Textbooks for all schools in Coorg. The Textbook Committee does not prescribe books for library use. The recommendations of the Textbook Committee are subject to the general approval of the Chief Commissioner of Coorg.

Permanent Officers

The State Educational Officer, Coorg, is the ex-officio chairman of the Textbook Committee. He is responsible for the preparation and publication of the lists of approved books.

Composition of Textbook Committee

The State Textbook Committee consists of 10 members. The State Educational Officer of Coorg is its ex-officio Chairman. The Deputy Inspector of Schools in the Mercara Taluk is its ex-officio Secretary. Among the other members are the Deputy Inspector of Schools from the Virajpet Taluk, two Headmasters from Government High schools, one Headmaster nominated by the Chief Commissioner from the aided High schools, the Presidents of Mercara and Virajpet Municipalities and two non-official members nominated by the Chief Commissioner. No rigid qualifications have been prescribed for the nominated non-officials. Usually, persons interested in educational development of the State are nominated. Generally they are members of the State Legislative Assembly.

The term of the office of the nominated members is three years. The Chairman and five members form a quorum for the Textbook Committee. The Textbook Committee meets once a year, in February, to suggest its recommendations. There are no Sub-Committees for different subjects. But there is a Special Committee to consider Hindi Books. The member of this Special Committee are nominated by the Chief Commissioner, for three years.

The Special Textbook Committee is quite independent of the State Textbook Committee. Its recommendations are subject to the general approval of the Chief Commissioner of Coorg.

How Books are Submitted

A notice of the meeting of the Committee is published in the local newspapers at least a month in advance of the meeting. In this early notice, authors and publishers are asked to submit their books 15 days ahead of this fixed date. As the schools in Coorg State are affiliated to the

Board of Secondary Education in Madras, only those books which conform to their syllabus are considered.

No other instructions are issued to authors and publishers. They send one copy of the book to be submitted for consideration to the member of the Textbook Committee directly. Authors and publishers outside the State are also eligible to submit their books. Authors and Publishers do not have to pay any Registration or Scrutiny fee while submitting their books.

How Books are Selected

The members of the Textbook Committee perform also the functions of reviewers. Books are not accepted in manuscript form. Generally, the Reviewers are given a period of 15 days to complete their work. No specific form is prescribed for them to give their opinion. But language, method, matter, printing, get-up, illustrations and price of the books are taken into consideration while judging the suitability of textbooks for different classes. No remuneration is paid to them for reviewing such books.

All questions that arise at the meetings of the Committee are decided by a majority vote of those present. In the event of the votes (including that of the Chairman) being equal the Chairman exercises a second or casting vote. Members not present at the meeting may submit their opinions about the merit of different books in writing, if they so choose. But these will not affect the count for decision. The Chief Commissioner may not approve a book recommended by the Committee, if the book is not selected in accordance with the prescribed rules or is not of the proper standard.

The Government may disapprove any book approved by the Textbook Committee. They may ask the Textbook Committee to hold another meeting, if such a situation arises.

Issue of Final List

The list of books so approved for use in schools is published in the Coorg Gazette. The textbooks are usually selected for three years. The Chief Commissioner, on the advice of the Textbook Committee, or the Inspecting Officers, may remove books before the expiry of the normal period.

Specific Problems and their Solution

Different subjects are taught through the medium of regional language. As such the sales of the books are limited. This naturally affects the quality of textbooks. If books were produced on a large scale, materials such as paper, thread, glue, and colour, and such as printing and binding, can be paid for in bulk. This necessarily reduces the total cost of production and lowers the cost per book. But if only a few books were printed the over-all charges are still to be paid for and therefore the cost per book is high. If they are costly the parents complain and the authorities hesitate to such books. The department has therefore, the problem to select the best out of books of medium quality.

D E L H I

Under order No. 6(201)/50/120-Edu., dated 17/20th April, 1954, the State Government had set up a Textbook Committee to advise the Director of Education, Delhi, regarding the suitability of books for use as textbooks, reference books, library books, magazines and journals for use in the Primary and Middle Departments of recognised schools in the State. The function of prescribing curricula and syllabi for the recognised Primary and Middle schools is also entrusted to the Textbook Committee. The Textbook Committee is an advisory body attached to the Directorate of Education. It often recommends one book in each subject. In cases where there are parallel books, more than one book is recommended. There are also different Subject-Committees for different subjects and a Curriculum Committee in the State.

Permanent Officers

The Director of Education is an ex-officio Chairman of the Textbook Committee. The District Inspector of Schools or the nominee of the Director of Education acts as the ex-officio Secretary of the Committee. All meetings of the Committee or of Sub-Committees are convened through the Secretary. He acts as an Executive Officer of the Committee, keeps a record of all the meetings and, in general, is responsible for the proper functioning of the Committee. He has the right to participate in the proceedings of the Committee but he does not possess any right of voting.

Composition of Committee

The Textbook Committee consists of thirty two members. Nine of these are ex-officio members, 17 are elected members and six nominated members. The details of its personnel are as follows :—

A. EX-OFFICIO MEMBERS

- (1) The Director of Education, Delhi State.
- (2) The District Inspector of Schools, Delhi.
- (3) The Assistant Director of Education, Delhi.
- (4) The Assistant Director of Education (Planning), Delhi.
- (5) The Assistant Directress of Education, Delhi.
- (6) The Additional District Inspector of Schools, Delhi.
- (7) The Chief Education Officer, Delhi Municipality, Delhi.
- (8) Principal/Headmaster, Teachers' Training Institute for men (under Delhi Administration).

B. ELECTED MEMBERS

- (1) One Head of a recognised High school for girls in the State, to be elected by the heads of such schools, from amongst them.
- (2 & 3) Two Heads of recognised Higher Secondary schools for girls in the State, to be elected by the heads of such schools, from amongst them.
- (4) One Head of a recognised Middle school for girls in the State,

- to be elected by the heads of such schools, from amongst them.
- (5,6 & 7) Three Heads of recognised High schools for boys in the State, to be elected from amongst them.
- (8,9,10,11 & 12) Five Heads of recognised Higher Secondary schools for boys in the State, to be elected from amongst them.
- (13) One Head of recognised Middle school for boys in the State, to be elected from amongst the heads of such schools.
- (14) One member elected by the Delhi State Teachers' Association Delhi, from amongst its own members.
- (15,16 & 17) Three members to be elected by the Academic Council of the University of Delhi from amongst its own members.

C. NOMINATED MEMBERS

- (1) One teacher from amongst those, engaged in the teaching of the Primary classes, preferably trained in Montessori method, to be nominated by the Director of Education, Delhi.
- (2, 3, 4, 5 & 6) Five members, including a nominee of Delhi Municipality and one nominee of the New Delhi Municipality to be nominated by the Chief Commissioner, on the advice of the Director of Education.

Members other than ex-officio members of the Committee hold office for a period of three years. They may be renominated or re-elected. The Committee meets once in a quarter, and 12 members form the quorum. In the absence of the Chairman, the members choose their own Chairman, for the meeting. Decisions in the Committee are arrived at by a majority vote. In case of an equality of votes, the Chairman may exercise his casting vote. All casual vacancies may be filled by the same procedure adopted in the case of the original incumbents.

Sub-Committees of Textbook Committee

There are twelve different Sub-Committees dealing with different subjects or groups of subjects. The Conveners (Chairmen) of the Committees are appointed by the Director of Education. Each Sub-Committee consists of nine members, including the Convener. They are nominated for a period of three years. They are often eminent educationists or they are connected with education in schools. Four members of the Subject-Committee are elected from amongst the members of the Textbook Committee and five members are nominated by the Director of Education. The Secretary of the Textbook Committee acts as the Secretary of all these Sub-Committees.

Basic Education Committee

The Basic Education Committee consists of 11 members nominated by the Director of Education, to deal with subjects for Basic schools. Besides these nominated members, the Secretary of the Textbook Committee is also a member of the Basic Education Committee. Four members constitute the quorum of Subject-Committees. But for the Basic Education Committee the quorum consists of five members.

How Books are Submitted

The Department of Education issues a notification in the press, inviting textbooks, within a fixed date. Books may be submitted either in printed, manuscript or typed form. Generally a period of three to four months is given to the publishers and authors to submit their books. Publishers and authors outside the State are also allowed to submit their books. No specific instructions are issued to authors and publishers regarding the preparation of books except that the books submitted must be in conformity with the prescribed syllabus. They are required to send seven copies each of the book, for consideration, to the Secretary of the Textbook Committee.

There is no registration fee prescribed for publishers and authors. They, however, pay a submission fee of Rs. 45 per book, submitted for consideration. The Secretary screens all such books and removes all traces of identification of the authors and publishers from them.

How Books are Selected

After such screening, the secretary sends these books to 5 reviewers in different subjects, nominated by the Director of Education. They give their opinion on special Reviewers' Form. Generally one month is given to the reviewers to complete their work. They are paid Rs. 10 per book for a review. The Secretary refers such opinions of the reviewers to the Subject-Committee concerned. They are then passed on to the Curriculum Committee and finally to the Textbook Committee.

The opinions of the reviewers are considered by different Sub-Committees, who generally agree with the majority of reviewers. If they disagree, they should produce cogent reasons for doing so. The Sub-Committee arrives at its decisions by the majority vote of the members present. Convener has the casting vote in the event of votes being equal. The Curriculum Committee considers the recommendations of the Subject-Committees. Often it agrees with their recommendations. In case of any difference of opinion, the Curriculum Committee can refer the matter back to the particular Subject-Committee for reconsideration. The relationship between the Curriculum and the Textbook Committee is established on a similar basis. Finally, the books are prescribed by the Government on the recommendations of the Textbook Committee. The Government may reject a recommended textbook if the official procedure had not been closely followed in its selection.

Reviewers' Form

I. PARTICULARS OF THE WORK

Name of Index No. of the book or series of books.....
 Number of pages.....
 Price (if any).....
 Year of Publication

III. REPORT

Please give information on the following points and state your opinion clearly with reasons and illustrations wherever possible. Marks at

of 50 may be given on the overall assessment of the books or series of books.

- (a) The extent of departure from the Prescribed Syllabus, if any.....
- (b) Matter, its organization and presentation.....
- (c) Language.....
- (d) Accuracy.....
- (e) Originality.....
- (f) Whether it contains necessary :—
 - (i) Illustrations.....
 - (ii) Diagrams and Charts.....
 - (iii) Glossary.....
 - (iv) Table of contents.....
 - (v) Summaries and questions at the end of lessons.....
 - (vi) Index.....
 - (vii) Answers in case of books on Mathematics.....
- (g) Printing, binding, paper, get-up.....

III. RECOMMENDATION

- (a) Suitability or otherwise.....
- (b) If suitable :—
 - (i) Type of School.....
 - (ii) Class.....
 - (iii) As Textbook.....
 - (iv) For Supplementary Reading.....
 - (v) For the Library.....
- General Impression.....
- Overall assessment.....
- Date of receipt of the book.....
- Reviewers' Signature.....
- Designation.....
- Address.....
- Date of despatch of review.....

Issue of Final List.

The Director of Education, by notification, prescribes books recommended by the Textbook Committee. The books are generally prescribed

for a period of three years. The addition or removal of the textbooks from the approved list can only be made on the recommendations of the Textbook Committee.

Specific Problems and their Solution

The quality of books prepared by the publishers is not up to the expected standard and the choice is confined to the limits of a few books submitted for consideration. Selection has, however, to be made out of these. Selecting authors and getting books written by them has its own limitations. It creates dissatisfaction among many because the work is practically monopolised.

Previously more than one book was prescribed but now, in order to reduce the cost of the book and also to facilitate the inter-transfer of children from one school to another, only one book is prescribed. The reorganisation of the Textbook Committee, on the recommendations of the Secondary Education Commission, is under consideration of the Government at present.

H I M A C H A L P R A D E S H

There is a Textbook Committee in the State which selects textbooks in different subjects for the Primary classes, in conformity with the prescribed syllabi. Only one book per subject is recommended by the Textbook Committee. When a large number of textbooks are received for consideration, the Textbook Committee divides itself into different Sub-Committees for dealing with books in the different subjects and languages. In the Secondary schools of the State, the Syllabus of the Punjab Education Department is being followed. Hence, in these schools the nationalised books of Punjab have been introduced. The library books are selected by the Deputy Director of Education. A list of such approved library books is circulated among the schools. The Headmasters or Headmistresses of High schools and the District Inspector of Schools are authorised to purchase books chosen out of this approved list.

Composition of Textbook Committee

The Textbook Committee consists of six permanent members. The names of the members are recommended by the Deputy Director of Education and are approved by the Minister for Education.

How Books are Submitted

A notification containing general instructions regarding syllabus, paper and the like, is issued to the publishers and authors by means of an advertisement in the newspapers. A period of about three months is given to them to submit their books. Books in manuscript form are not accepted. Authors and publishers outside the State are also eligible to submit their books. A submission fee of Rs. 20 per book and a royalty of 5% on the gross proceeds of prescribed textbooks is charged by the Government.

How Books are Selected

The members of the Textbook Committee act as reviewers and they examine each book at the Headquarters. They are paid Re. 1 per book

for reviewing such books. The required criteria for textbooks has been determined and books are selected through the application of objective tests. The reviewers are expected to use a specific form for expressing their opinions concerning the books. The Textbook Committee is the sole authority to recommend books. The report of the Committee, duly commented upon by the Deputy Director of Education, is referred to a high power Committee, which has the authority to accept or reject or modify the recommendations of the Textbook Committee.

Issue of Final List

The final list of selected books is issued by the Deputy Director of Education with the approval of the Minister for Education. The books are prescribed for three years. Under the terms of agreement, a book can be removed from the list of approved books provided the publishers or authors, as the case may be, are informed of the possibility of such an action six months in advance.

Specific Problems

The Textbook Committee has so far experienced no specific problems in the selection and prescription of textbooks in the State.

H Y D E R A B A D

The Central Textbook Committee in Hyderabad was set up by the Board of Secondary Education, Hyderabad, in its annual meeting held in August, 1953, for the purpose of selecting textbooks for the Primary, Lower and Higher Secondary classes of the different schools in the State. The textbooks for use in Training schools are selected by a different Committee set up by the office of the Director of Public Instruction. The Textbook Committee also selects supplementary books for classes V to X. Prize books and library books are selected by the Director of Public Instruction. Textbook Committee appoints different Sub-Committees for different subjects and languages.

Permanent Officers

The Director of Public Instruction is the Chairman of the Central Textbook Committee. The Secretary of the Board of Secondary Education acts as the Secretary of the Textbook Committee. He assists the Chairman to enforce the rules and procedures governing the selection of the textbooks. He is the convener of all the Committees and Sub-Committees constituted by the Board. It is the duty of the Secretary to bring to the notice of the concerned Sub-Committees any representations received in the office regarding the merits and demerits of the books prescribed and recommended.

Composition of Textbook Committee

The Central Textbook Committee consists of eleven members who are elected by the Board of Secondary Education. The Rules also provide that another one-third of this number can be co-opted to meet the demand of having among its members, persons proficient in the six language media through which instruction is provided in the State—Telugu, Kannada,

Marathi, Hindi, Urdu and English. Excepting the Chairman, the tenure of office of the members of the Central Textbook Committee is three years. But the term of the co-opted members expires at the end of one year. Besides the main Textbook Committee, there are Sub-Committees in different subjects and languages. There are Sub-Committees for each of the subjects and languages mentioned in the syllabus. These are, Telugu, Marathi, Kannada, Hindi, Urdu, Tamil, Mathematics, Science, History, Geography, Arabic, Persian, Sanskrit, Domestic Science and Arts and Crafts. These Sub-Committees are generally constituted by the Central Textbook Committee with the help of the Secretary. He submits a list of persons proficient in each subject, to the Textbook Committee. Out of these the Sub-Committees are formed. Each Sub-Committee consists of four to six members. If in a certain subject Sub-Committee no member possesses proficiency in certain area, language, recourse may be had to the co-option of two or three more members. The tenure of the members of the Sub-Committee is three years, as in the case of the members of the Central Textbook Committee. The co-opted members of the Sub-Committees are selected for one year.

The Survey and Implementation Committee which was set up to consider the recommendations of the Secondary Education Commission, has recommended the constitution of a Board of 25 members for the purposes of selecting textbooks. It is suggested that this Board should give adequate representation to Teachers' Organizations, Aided Schools, Government Schools, the University, and Womens' Educational Institutions. Besides the above Board, there should be Textbook Sub-Committees in the various subjects. These should consist of five members each, who need not necessarily be the members of the Board. The Committee further suggests that another Textbook Sub-Committee should consist of five members, with the power to co-opt others, if need be. This Committee should consist of the Director of Public Instruction, the Director of Technical Education, the Dean of Education and two non-official educational experts.

How Books are Submitted

Whenever textbooks are to be changed, fresh books are invited from the registered publishers and authors according to the Rules and Regulations prescribed for their guidance. A circular letter inviting such books is sent to individual publishers who have registered their names. For Secondary classes, however, a Press Note is also issued by the Secretary. Books intended for consideration as textbooks for Primary and Training schools are accepted within the prescribed time by the office of the Director of Public Instruction, whereas the books meant for Lower and Higher Secondary classes are submitted to the Secretary, Board of Secondary Education. Generally a period of three to four months is given to the publishers for the submission of books.

Publishers who wish to submit their books are required to register on a payment of Rs. 100 as Registration Fee. But individuals who publish books on their own have to pay only half the fee. In addition to the Registration Fee, a Scrutiny Fee, ranging from Rs. 2 in case of Primary classes to Rs. 5 for Training schools, is charged for every volume submitted. The publishers are further required to supply for review purposes three copies of each book in the case of Primary and Training classes. For the Secondary classes, every publisher has to submit six copies

of each book and a Review Fee of Rs. 25. Manuscript copies of textbooks are not accepted by the Board. At the time of the submission of books each book has to be accompanied by a declaration to the effect that no copyright material was used in the book, that if the book was prescribed, adequate stocks will be made available to meet the demands in time, that the distributed books would not differ in any way from the submitted sample and that efficient arrangements for its marketing and distribution would be assured.

How Books are Selected

The books submitted are reviewed by the members of the concerned Sub-Committee. The reviewers record their opinion in the prescribed form and subsequently meet to discuss their reviews to arrive at an agreement on the books to be recommended.

The recommendations of the different Sub-Committees along with the books examined are submitted to the Central Textbook Committee for final approval. In case the Central Textbook Committee disagrees with the recommendation of a Sub-Committee, the matter is referred back to the Sub-Committee for reconsideration. But if the Sub-Committee continues to differ the question is decided by the Central Textbook Committee.

The Survey and Implementation Committee has suggested a change in this procedure. They have recommended that the members of the Sub-Committee should not review any textbook, as they do now. It favours the maintenance of a list of approved reviewers consisting of experienced teachers, lecturers and persons proficient in different subjects. Out of these experts, three may be selected to review each book submitted. Their estimate about a book will be recorded on the prescribed forms. The estimates thus received will be examined by the concerned Sub-Committee appointed for the purpose. The book which carries the favourable estimate of the majority in every respect, will be recommended by this Committee to the Central Textbook Committee, for approval.

The final recommendation of the Central Textbook Committee it is suggested should be placed before the Board, for its adoption. If, for any reason, a reconsideration of the Textbook Committee's recommendation is deemed necessary, it should be referred back to the same committee. In the case of continued difference of opinion between the Committee and the Board the decision of the Education Department of the Government shall be regarded as final.

The reviewers are paid at the rate of Rs. 3 per book and generally a time of one month is given to them to complete their books.

Reviewers' Form

Reviewers are requested to complete the form under the following heads :—

1. (a) Is the subject-matter according to the syllabus and is it well presented ?
 - (b) Are there inaccuracies or incorrect statement of facts in the subject-matter of the book ? If so, give examples.
2. (a) Is the language and style suitable for the class for which it is intended ?

- (b) Is the language of the book idiomatic, free from errors of grammar and diction etc. ? If not, give instances to the contrary.
3. Are there any printing mistakes ? If so, give those which you have been able to detect.
 4. Is the printing, get-up, quality of paper, map, illustrations, and pictures quite suitable ? If not, indicate the defects noted.
 5. Is there anything in the book that has a tendency to disturb religious, social and political harmony ? If so, give examples.
 6. Do you recommend the book as suitable or not for the class for which it was submitted ?

N.B. :—Recommendations should be supported by actual references to pages whenever necessary.

Issue of Final List

The names of the textbooks selected are communicated by the Secretary, Board of Secondary Education through a circular letter to all the Secondary schools in the State before the commencement of the academic year. A list of the textbooks prescribed or selected is also printed in the form of a printed booklet. The booklet contains the names of publications and their respective prices.

The Textbooks are usually prescribed for three years. However, the Department reserves the right to cancel any book, at any time, if it is subsequently found that it is not easily available in the market or that it infringes any of the conditions specified in clauses XI and XII of "The Rules And Regulations for the Guidance of Publishers And Authors" issued by the Education Department of Hyderabad (Deccan).

Authors and publishers will not be informed of the grounds on which books submitted by them have been rejected. But if the concerned Sub-Committee feels that a book would be fit for use as a Textbook, with certain alterations and corrections, the fact may be communicated to the publishers and book-sellers concerned.

Specific Problems

The state has not experienced any specific problem in the selection of its textbooks, and the existing system functions satisfactorily.

K A S H M I R

The State has created, under a Cabinet Order, a Research and Publication Department to publish textbooks for the first eight classes in the schools of the State. The Director of Education is the head of the Department and he is assisted in this work by an Assistant Director directly incharge, and a Board consisting of 14 members. The Board is an advisory body to help decide matters pertaining to the selection, prescription and production of Textbooks.

Prize and Library books for use in the schools of the State are approved by the Director of Education.

The Research and Publication Department under the guidance of the Advisory Board definitely prescribes and brings out textbooks for different schools in the first eight classes.

Textbooks for IX and X classes are approved for use in different schools by the University of Jammu and Kashmir with the help of its Boards of Studies in different subjects.

Composition of Board

The Advisory Board consists of fourteen members. The Minister for Education and the Director of Education are the *ex-officio* Chairman and Secretary of the Board, respectively.

Besides the Assistant Director of Research and Publication, other members of the Board are nominated by the Minister for Education. The tenure of office of the members of the Board is not specified. The Cabinet Order does not indicate the qualifications of the members to be appointed. But it is found from precedents that persons having high academic qualifications and experience in the line may be chosen for the same. There are no Sub-Committees to deal with books in different subjects and languages but they may be appointed from time to time according to the needs. The Sub-Committees are appointed by the Government on the recommendations of the Board. In this appointment they keep in view the experience, worth and background of particular members.

How Books are Submitted

The Department appoints panels of authors for writing Textbooks in different subjects. The books should be written in conformity with a prescribed syllabus. They prepare the manuscripts and deliver the same to the Department. The Department buys the Copyrights of such manuscripts. The Department then modifies or improves it. Later, the Department prints and publishes the same for the use of the students.

Books are not prescribed for any specified period of time but they may be replaced, when the syllabus is changed.

Specific Problems

The state has not experienced any specific problems in the selection and prescription of its Textbooks.

K U T C H

In the State of Kutch textbooks approved by the Education Department of Bombay are used in different schools in the Primary and Secondary grades. In this State, there is a Textbook Selection Committee which is not a statutory body. It prescribes textbooks for Primary and Secondary schools in the State. Prize and library books are chosen from the list of approved books by the Government of Bombay.

Permanent Officers of Textbook Committee

The Director of Education, the Assistant Director of Education, an Inspector of Schools and four other Heads of Educational Institutions are

associated in the selection of textbooks for the various schools of the State. The Director of Education is the Chairman of the Textbook Committee.

Composition of Textbook Committee

The number of the members of the Textbook Committee is not statutorily fixed but generally 12 officials and a few non-officials constitute this body. The members are appointed by the order of Chief Commissioner of Kutch. Only such members who are interested in educational problems are nominated to this body. The tenure of their office is three years. There are no regular Sub-Committees to deal with books in different subjects and languages but members of the Textbook Committee may divide themselves into such Sub-Committees if and when the need arises.

How Books are Submitted

Such of the books as are on the approved list of the Government of Bombay are invited from the different publishers. A selection is made by the Textbook Committee from these books. The publishers from outside the State may also submit their books. Such publishers do not have to pay any registration fee.

How Books are Selected

The selection of particular book or books is made by the unanimous decision of the Committee.

Issue of Final List

The list of approved books is notified by the Director of Education after consulting the Textbook Committee. The normal period for which the textbooks are prescribed is two years. But if the publishers fail to supply a particular selected book before the commencement of the academic session, such a book may be removed from the sanctioned list.

Specific Problems

The State has not experienced any specific problem in the selection of its textbooks.

M A D H Y A P R A D E S H

Madhya Pradesh Secondary Education Act of 1951 and the Regulations framed thereunder do not provide for the appointment of a separate Textbook Committee. The Board of Secondary Education in Madhya Pradesh has decided that books submitted to the Board for consideration are to be examined only by its Committees of Courses at their annual meetings. The Act stipulates the appointment of Boards of Studies in 23 subjects.

Books received by the Committee of Courses are classified into two categories (a) Texts and (b) alternative texts. In the case of language, textbooks prescribed for the High School Certificate Examination, are common to all candidates all over the Province. The question papers are based on these textbooks. In the case of the lower classes, the first

step is taken by the Committees of Courses which recommended certain books in terms of their content. Out of these, the Curriculum Committee selects a fixed number of books as the 'approved books'. From among these 'approved books' the headmasters select the textbooks for their individual schools. Textbooks for languages will include rapid-reading textbooks. In the case of other subjects, books are prescribed as alternative texts,

Permanent Officer of Textbook Committee

The Secretary of the Board of Secondary Education in Madhya Pradesh, is an official directly associated with the prescription and selection of textbooks. His office is located at Nagpur.

Composition of Board of Studies

Each Board of Studies consists of not less than three and not more than five members. Members and Conveners of Boards of Studies are appointed at a meeting of the Board. The Rules postulate that not less than three-fifths of the members of each Board of Studies are to be appointed from amongst teachers. These teachers should be employed in recognized institutions, or they should be members of the inspecting staff of the Education Department. Any two or more Boards of Studies may meet at the request of the Board, and render a joint report upon any matter with which they are individually and/or jointly concerned. The Convener of the joint session is elected in the meeting. In the case of Urdu and Marathi textbooks, if the number of members on the Committee of Courses knowing that language is less than three, the Chairman may nominate additional members on the recommendations of the Committee of Courses concerned, to review such books. The total number of persons knowing the language through which the book is written is to be three.

One half of any Board of Study forms the quorum for that particular Committee. On those occasions when the members of more than one Board of Studies meet jointly, the quorum consists of one half of the participating Boards.

How Books are Submitted

A notice along with the criteria for books in different subjects is published in April every year, in the State Gazette. The publishers have to submit their textbooks to the Secretary not later than the first day of September. The Committee of Courses meets annually, in the month of December, to take decisions regarding the textbooks. The Committee of Courses does not consider any book directly received from the publishers.

Seven copies of the book are to be submitted for consideration. If the book were priced Rs. 5 or above, only two copies need be supplied to the Secretary of the Secondary Board of Education. Even prints of the approved books require fresh sanction. Any subsequent enhancement of the price should carry prior sanction of the Board.

Publishers and authors do not have to pay any Registration or Scrutiny fee. The publishers and authors outside the State may also submit their books. But other things being equal, provincial writers and publishers are given preference in the selection of textbooks.

Books in manuscript form are not ordinarily entertained for consideration. The Chairman may, however, make an exception to this rule in case of a particular book, in consultation with the Convener of the

Committee of Courses. But before such a book is finally approved, its get-up, price and identity of the subject-matter with that of the manuscript is scrutinised by the Committee of Courses concerned. Books once considered and rejected are not reconsidered before the expiry of a period of five years, except in cases where they have been revised by the publishers.

How Books are Selected

The Secretary sends all such books to different Boards of Studies for review and necessary recommendation through the Academic Council. The members of the Committees of Courses give their estimate on the suitability of different textbooks in a prescribed form.

Reviewers' Form (No. 1)

SUBJECT MATTER

Is the subject matter compiled fully ?

Is due emphasis laid on the different topics listed in the specification ?

Are these topics integrated properly ?

Are any redundant topics added ?

Have the topics been divided and arranged properly ?

Does it contain anything which could, by implication, hurt the susceptibilities of any section of the society ?

Is there anything which could be beyond the comprehension of children ?

TREATMENT OF SUBJECT MATTER

Is proper classification and integration of topics attempted ?

Is proper attention paid to the idea underlying the prescribed specifications ?

Is the subject-matter presented in a simple and effective style, keeping in mind the age-level of children ?

What are the special features of the treatment ?

Whether or not the language is suitable and chaste ?

Are tests or exercises added ?

Are these suitable and graded ?

Are adequate suggestions for illustrations given ?

What are the defects, if any ?

GENERAL

Your opinion with reasons for acceptance or rejection as a textbook.

Date of return of Manuscripts with your report.

Nagpur, dt.....

Signature of the reviewer

Statement of the Convener of the Committee of reviewers.

Signature of the reviewer

Reviewers' Form (No. 2)

(To be Filled in by the Reviewer).

I have compiled the language textbooks for class..... according to the specifications issued by the M.P. Government in that behalf. The total number of lessons in this book is..... Out of these lessons I have written..... lessons..... lessons have been edited and... .. lessons have been selected from the manuscript. Out of the given manuscripts..... lessons have been compiled in this book. The classification of these lessons is as follows.

No.	Written by the reviewer
No.	lessons edited by the reviewer
No.	lessons selected and edited from the manuscripts.

Date of returning the manuscripts and the report

Signature.....

Dated.....

Full name.....

Address.....

Statement of the Convener of the Review Committee

Signature of the Convener

Issue of Final List

The courses as finally approved and sanctioned by the Board are printed in the prospectus and are issued by the Secretary.

Specific Problems

In order to avoid the possibilities of unhealthy practices in the matter of preparation and selection of textbooks the Board has started producing and publishing its own books. The number of textbooks produced by the Department in different subjects is steadily increasing.

M A D R A S

The Madras Textbook Committee was set up under G.O. No. 691, Education, dated the 19th May, 1954, with the following functions :—

- (a) To consider the suitability of books submitted to be used as textbooks for the several classes and forms in recognised schools.
- (b) To delete from the number of books available for schools use, those which are unsuitable for use in schools throughout the area controlled by the Madras Education Department.
- (c) To advise the Educational Department as to the steps to be taken for the preparation and publication of new textbooks, when necessary.

- (d) To help in forming, under the control of the Director of Public Instruction an Educational Library containing all textbooks approved by the Committee.
- (e) To cooperate with similar Committees in other States, wherever possible, so as to select suitable books in the language concerned on a regional basis.

The Madras Textbook Committee does not prescribe textbooks for any class at all. It only declares suitable a large number of books in various languages and subjects for the Elementary, Secondary and Training schools. Managers and Heads of different Educational Institutions have the discretion to choose and prescribe any book from the approved list.

The Textbook Committee approves books of two categories, detailed and non-detailed books. Magazines, Journals, Annotations, Dictionaries, Maps, Charts, Mathematical Tables and Publications of a similar nature are not considered by the Textbook Committee. Since 1955 prize and library books for different educational institutions are also not approved by the Committee.

Under Section 17 of the Rules, the Textbook Committee has no concern with the textbooks of schools recognised under the Code of Regulations for Anglo-Indian Schools, unless these are specially referred to it by the Government or by the Director of Public Instruction.

These Rules are not applicable to Dakshina Bharat Hindi Prachar Sabha, Madras.

Permanent Officers of Textbook Committee

The Director of Public Instruction and the Deputy Commissioner, Madras are the ex-officio President and Vice-President of the Textbook Committee. The Secretary to the Commissioner for Government Examinations is the ex-officio Secretary of the Textbook Committee. The duties of the Secretary of the Textbook Committee are laid down in Section 29 of the Rules. He is responsible for ensuring that the selection of textbooks is made in conformity with the prescribed rules.

Constitution of Textbook Committee

Under Section 2 of the present rules, the strength of the Textbook Committee has been reduced from 40 to 25, exclusive of the Director of Public Instruction and the Deputy Commissioner. The Textbook Committee includes the Vice-Chancellor of each of the Universities in the State or any person he nominates, in consultation with the Director of Public Instruction. In making other nominations to the Textbook Committee, due regard is paid to all the subjects and languages and to persons actively engaged in teaching institutions and to other interests. Seven members of the Committee form the quorum.

The rules postulate the formation of different Sub-Committees in the various languages and subjects. Such Sub-Committees consist of a member of the Textbook Committee who is its Chairman, together with such other members of the Committee and panels of reviewers who are selected by the Director of Public Instruction. The strength of these Sub-Committees is not statutory. It may vary for each Sub-Committee but it should not be less than two members.

The members of the Textbook Committee and different Sub-Committees hold office for three years. They are eligible for renomination. However, the Government may, if need be, remove any member even before the expiry of this stipulated period without assigning a reason for its action.

Such members of the Textbook Committee who leave the State for more than six months or who fail to attend two consecutive meetings of the Textbook Committee will, *ipso-facto* cease to be members of the Textbook Committee. Their vacancies will be filled according to set rules. Temporary members of the Textbook Committee may be appointed whenever a vacancy arises due to the absence of a particular member. Such an appointment ceases, as soon as the substantive member rejoins.

How Books are Submitted

The Director of Public Instruction issues a notification in the State Gazette, indicating the specifications and particulars of the books to be submitted. Under ordinary circumstances, a period of three months is allowed for the submission of books. Those publishers and authors who want to submit their books must ensure that such books reach the Secretary of the Textbook Committee by the fixed date. While submitting books, they will have to indicate in the covering letter the information and particulars of the book as prescribed in Section 41 (b) of the Rules of the Textbook Committee. A book declared unsuitable at a previous meeting may be re-submitted for consideration with the declaration that its earlier defects had been rectified. The publishers and authors are to exercise meticulous care to follow strictly all the instructions and directions issued to them. Generally, it is the convention not to grant registration to a teacher employed in some educational institution or to his close relatives because he may bring influence to bear upon the school authorities to prescribe these textbooks in their schools.

Only publishers and authors who are registered in the State after paying a fee of Rs. 400 and filling the prescribed form are eligible to submit their books. The Director of Public Instruction may refuse registration to a particular publisher without assigning any reason or he may remove an already registered publisher if his books were consistently of an inferior quality.

Publishers residing outside the State are also eligible to enrol as registered publishers of the State. But only registered publishers of the State can act as agents on behalf of publishers outside India and Ceylon, for the purpose of submission of textbook to the Textbook Committee. Even this they can do only after having obtained the permission of the Director of Public Instruction.

Publishers desirous of submitting textbooks must submit six copies of the book along with the Scrutiny Fee which varies for the books of different standards. The Scrutiny Fee ranges from Rs. 8 to Rs. 26 for books of standard I to V, for forms IX to XI and Training schools.

Books in 'proof-stage' or 'type-script' or manuscript form may be accepted for consideration in cases where the Director of Public Instruction considers it desirable. But in such case, the scrutiny fee will be Rs. 125 for each book.

In the case of books which have already been approved by any of

the Textbook Committees of other States, only half of the prescribed fee is payable.

How Textbooks are Selected

All the books received by the Secretary are to be forwarded by him, with the approval of the Director, to not less than two members of the Sub-Committee concerned. These members review the books in the light of the criteria already laid down in the Reviewers' Form. They are also to mark the mistakes in the books if any, offering suggestions and modifications to improve their quality.

If books are immoral in tone or have extreme views on social reforms, or if they tend to create disharmony, or communal hatred among the various communities, or if they pave the way for the development of feelings of disloyalty to the Constitution of India, or if they bring into contempt the Government established by law, they may be withheld from circulation by the Director.

Ordinarily, the period allowed to each reviewer is one month. When they review the submitted books, their opinions, along with the books reviewed, are returned to the Secretary of the Textbook Committee. He transmits the enclosures to the Committee concerned. The Chairman may either (a) endorse each of the opinions if they coincide or (b) give a casting vote if they are at variance or (c) bring the book before the Textbook Committee, if he differs from two opinions which coincide. In the third case the Secretary will arrange to circulate such books to the remaining members of the Textbook Committee well in advance of the final date fixed for such a meeting. All the questions that arise at the meeting of the Textbook Committee are decided by the majority vote of the members present. In the event of the votes (including that of the President or the Chairman, as the case may be) being equal, the President or the Chairman exercises a second casting vote. Those members who are not present, may express their opinions but these will not be counted as votes.

In the case of books rejected as unsuitable, a brief indication of the grounds on which these have not been found satisfactory will be communicated to the publishers. But this cannot be claimed by them as a matter of right.

In the case of a book specially prepared for use in State schools, the Director may, if necessary, call for the opinion of the Sub-Committee concerned. If their opinion is favourable, its approval is notified to schools without further reference to the Textbook Committee. If the opinion is unfavourable, the book would have to be referred, in the ordinary course, to the Textbook Committee.

The Textbooks approved by the Sub-Committees are formally placed in the meeting of the State Textbook Committee, which meets only once a year. In theory, the Textbook Committee has the authority to reverse the recommendations of the Sub-Committee. But in practice, it approves them *in-toto*.

Under Section 32 of the Rules, the Director retains, on behalf of Government, the right of prescribing textbooks in particular subjects for use in recognised schools, though such books have not been approved by the Textbook Committee.

Under Section 31, only books approved by the Textbook Committee can be used in the recognized schools of the State. If this condition were

not observed, the State recognition may be withdrawn from such schools by the Director, and its grant-in-aid may be stopped. The Director may, however, permit the use of such a book for a specific period or allow its use till it is considered by the Textbook Committee.

If there is a disagreement between the Director of Public Instruction and the Textbook Committee concerning the approval and rejection of textbooks, the matter is referred by the Director to the Government for a final decision.

Reviewers' Form

The following is the form prescribed for the reviewers to give their estimate on the suitability of the books :—

1. Name of book.
2. Number of books.
3. Is the subject-matter up to the standard and according to the syllabus ?
4. In the case of books in languages and books on social studies, are the choice and presentation of the subject-matter such as to foster love of the motherland and faith in the progress of mankind ?
5. (a) Is the subject-matter well chosen from the cultural and social point of view ?
(b) Is it well-arranged, well-presented and up-to-date ?
(c) Are the exercises helpful, graded and adequate ?
6. Are there any inaccuracies or incorrect statements in the book ? If so, give examples.
7. Is the language and style suitable for the class or the readers for whom the book is meant ?
8. Is the language of the book suitable, idiomatic, free from errors of grammar and diction etc. ? If not, give instances to the contrary.
9. Are there any printing mistakes ? If so, give those which you have been able to detect.
10. Is there anything in the book, which has a tendency to disturb religious, social or political harmony ?
11. Do you consider the printing, get-up, quality of paper, maps, illustrations, pictures etc. quite suitable ? If not, indicate the defects noticed.
12. Other remarks, if any.
13. Do you recommend the books as suitable or not ? If so, for what purpose or standard.

Remuneration for the review of books payable to the Chairman and members of the Sub-Committee varies greatly. In the case of the Sub-Committee the fees vary from Rs. 3 to Rs. 6 depending on the nature of the book reviewed, while correspondingly the Chairman will get from Re. 1 to Rs. 3 for each book reviewed by them. For review of manuscripts, the remuneration will be Rs. 40 and Rs. 20 to each member and Chairman respectively.

Issue of Final List

The Director of Public Instruction notifies in the stat Gazette the list of books approved by the Textbook Committee. Ordinarily the books are approved for a period of five years. Publishers found guilty of selling unapproved books purported to be approved or offending against the provisions of Rule 43, are liable for punishment. The names of such publishers will be removed from *those* who may submit their books, or their approved books may be expunged from the list of approved books published by the State.

Specific Problems and their solution

There has been a lack of scientific planning at present in regard to the production of textbooks. It has therefore been decided, that each publisher seeking registration should himself possess suitable qualifications and should have an educational adviser.

The Special Committee for the revision of rules has examined this question. It has recommended certain methods to be adopted in the selection and prescription of books in schools, particularly in schools under the control of Local Bodies, in order to avoid complaints.

The following are their suggestions regarding the selection agencies :

- (a) In the case of Elementary schools, managed by local bodies, by a Committee not exceeding seven, constituted for the purpose for each District and consisting of teachers and educationists with the District Educational Officer as Chairman.
- (b) In the case of schools managed by the Corporation of Madras, by the Committee consisting of the Commissioner, District Educational Officer, and the Corporation Education Officer.
- (c) In regard to Secondary Schools, Headmasters concerned but where on account of the system of holding common examination, common textbooks are required and the textbooks are prescribed by a Committee of Headmasters with the District Educational Officer as President of the Committee.

M A N I P U R

There is no statutory Textbook Committee in the State. The textbooks from classes III to VIII are prescribed every year by the Inspector of Schools in Manipur. He does this after obtaining the opinion of a specially appointed Committee for the selection of textbooks. Books for classes IX and X are prescribed by the Gauhati University.

How Books are Submitted

No instructions are issued to the authors or publishers for the submission of their books. They are, however, expected to submit such books in accordance with the prescribed syllabus. Their books are to reach the members of the Committee by the end of October every year.

How Books are Selected

The members of the Textbook Committee appointed for the purpose

of selection of textbooks act as reviewers. Members are required to go through the books and give their written comments about the suitability of the books mainly covering the following points :—

1. Subject-matter
2. Language
3. Printing and get-up
4. Size
5. Price

After open discussion in a meeting, textbooks are recommended by a majority vote.

Issue of Final List

The list of selected books is notified by the Inspector of Schools for adoption in different schools of the State.

Specific Problems

The State has not experienced any special problem in the selection of its textbooks. In view of the recommendations of the Secondary Education Commission, the reconstitution of the Textbook Committee in the State is under consideration.

M Y S O R E

The policy and the procedure of prescribing Textbooks in Mysore is undergoing a gradual change ever since the setting up of a high power Textbook Board. There is a Textbook Board in the State which was constituted by the Government of Mysore in their Order No. E. 62&6-9/ Edu -50-54-4, dated the 23rd August, 1954. With the setting up of the Textbook Board, the Textbook Committee and Sub-Committees for different subjects have gone out of existence. This Textbook Board now exercises the powers of the Secondary Education Board, in so far as Textbooks are concerned. The Textbook Board prescribes textbooks in all subjects for Primary, Middle and High school classes. It does not concern itself with the prescription of Textbooks for Teacher-Training or Sanskrit or Commercial Examinations. Occasionally, the Director of Public Instruction may form a small committee to advise him in the selection of suitable books for the offices and educational libraries of the State.

Usually one book is prescribed for each subject. But if the number of students in the State and the number of copies to be printed in that particular subject exceeds 15,000, two or three zones are formed in the State, and one book for each zone is prescribed. There are no alternative books prescribed as of old, nor is the choice left to the Heads of schools.

The decision of the Textbook Board is final as far as the selection and prescription of textbooks is concerned. The Government does not interfere with the decision of the Textbook Board nor do they share any authority with it.

The Board has drafted a set of rules governing the selection and

preparation of textbooks and all technical matters connected with it. But these are yet to receive the approval of the Government.

Composition of Textbook Board

The Textbook Board consists of 15 members. Besides officers of the Department of Education, the members include a retired Judge of the High Court, a Director of Mental Research, University Professors and Members of the Legislative Assembly. The Director of Public Instruction in Mysore and the Senior Deputy Director of Public Instruction in Bangalore are the Chairman and Secretary of the Textbook Board respectively. There is also a Gazetted Officer of the Department working as a part-time Assistant Secretary of the Textbook Board. He assists the Secretary in all matters of correspondence, concerning Textbooks. He takes care of the meetings of the Text-Book Board, the maintenance of records and other duties arising from this office. The Board is constituted for three years. Textbook Board appoints a Steering Committee consisting of some of its members as well as a few outsiders to make recommendations regarding the selection of Textbooks.

How Books are Submitted

A notification in the month of June invites the submission of school books in the various subjects for consideration in the textbook committee. Those books prepared by the Department of Education are excluded from this invitation. Copies of the notification are directly sent to registered Publishers and Organizations.

Only publishers and organizations enrolled as registered Publishers on a payment of Rs. 100 are entitled to get the notifications and rules relating to the prescription of textbooks and to submit their books. But this does not preclude individual authors from submitting their books.

Review fee, at the following rates, is paid by registered Publishers and Authors on each book submitted :—

(i) Primary	Rs. 15
(ii) Middle school	Rs. 25
(iii) High school	Rs. 25
(iv) Training Institutions	Rs. 25

Authors and publishers outside the State are allowed to submit their textbooks, after paying the usual fee. Four copies, of each book, are submitted to the Board. Textbooks in manuscript and types-form may also be accepted on a payment of Rs. 75 for each book. In this case only one copy of the manuscript need be submitted. Generally, more than a month is given to the publishers and authors to submit their books.

Each book must be accompanied by a statement showing the relative prices of the books for different numbers, the details pertaining to the cost of printing, binding, distribution, and the percentage of profit calculated on 100 copies. The authors and publishers have also to give a solemn declaration that in case their textbooks are prescribed, such books will conform to approved specifications and will be put in the market for sale at least three months before the commencement of the academic session.

How Books are Selected

On receipt of books the Secretary sends them to three experts in their respective subjects for review. These experts are usually teachers having specialised knowledge in that particular subject with at least ten years of service.

After the reviews are received, a Steering Committee for each subject is appointed by the Textbook Board. The Steering Committee studies the reviews and recommends one or two books by a majority vote for each subject. With the help of the reviews and recommendations of the Steering Committee, the Text-Book Board prescribes books. The decision of the Board is final and it has the authority to set aside the recommendations of the Steering Committee. The reviewers give their opinion on the merit of different textbooks submitted, on the prescribed form. The reviewers get a remuneration fee ranging from Rs. 3 to Rs. 5 depending on the nature of the book. (Rs. 3 for Primary Grades and Rs. 5 for Middle and High School Grades). For reviewing manuscripts a maximum of Rs. 20 is paid.

If in any particular subject, books were not received for review and selection, one of the books already published, and available in the market, may be prescribed if it was suitable. Such an exigency may arise only in connection with subjects like Optional English wherein the number of copies required for the State does not generally exceed 100.

Reviewers' Form

1. Title of book
2. Name of the Author (s) of the book with his/their qualifications for writing the book.
3. Price of the book. Is the cost of the book reasonable ?
4. Subject-matter
 - (i) Is the subject-matter to the standard and according to the syllabus ?
 - (ii) Is it varied ?
 - (iii) Is the background of the lessons suited to our pupils ?
 - (iv) Does the choice of the subject-matter inculcate love of country and international understanding ?
 - (v) Is the subject-matter well chosen from the cultural and social point of view ?
 - (vi) Is there any objectionable matter that has a tendency to disturb religious, social or political harmony ?
5. Presentation of the subject-matter. Is it satisfactory ?
6. Are there inaccuracies or incorrect statements of facts in the subject-matter ?
7. Are there any printing mistakes ? If so, give those which you have observed ?
8. Languages :
 - Is it (i) Suitable ?
 - (ii) Idiomatic ?
 - (iii) Free from errors of Grammar and diction, etc.
 - (iv) If not give instances to the contrary.

9. Get-Up :

Do you consider the following suitable ?

- (i) Printing
 - (ii) Size of types
 - (iii) Quality of paper
 - (iv) Quality and thickness of cover
 - (v) Illustrations
 - (vi) Pictures etc
10. Is the book better than the present prescribed books ?
11. Do you recommend the book as textbook ?
If so, for what standard and class ?
12. *Are the language and subject-matter well graded for being a textbook ?
13. *Are there adequate exercises at the end of each lesson ?
14. *Are poetical selections in the book adequate and well selected keeping in view the standard ?
15. Do you recommend the book for libraries ? If so, for what standard ? Please mention whether it is useful for Middle, High or Training Institutions, Libraries. In case you consider the book as suitable for libraries please mark (a) or (b) accordingly as you consider that (a) the book is very good and useful and the schools may be directed to purchase the book or (b) the purchase of the book may be left to the option of the schools.

Note. *Columns 12, 13 and 14 may be filled in case of language books.

Issue of Final Form

The names of the prescribed textbooks are notified in the Mysore Gazette under the orders of the Director of Public Instruction. Books are prescribed separately every year though there are cases where textbooks prescribed for a year are repeated for the next year or subsequent years as well.

Specific Problems

- (1) Unhealthy competition among book writers and a scramble to get one's books prescribed.
- (2) Unsuccessful writers and publishers resort to appeals, petitions and write petitions quite easily.
- (3) Writers or Publishers treat it as a business venture rather than as an Educational Service.
- (4) It has been rather difficult to keep to the Calendar of events drawn up as prescribing textbooks is an annual affair and a large number of books are involved.

The Committee for Educational Reforms of the State recommended the establishment of a Bureau of Education. One of the function of this contemplated Bureau is to organise research which would help in the

production of better textbooks for teachers and for giving them guidance with the object of improving their teaching methods. The department may make a direct effort to bring out good textbooks at reasonable prices. The Bureau has not yet started and the scheme is still under the consideration of the Government of Mysore.

O R I S S A

Under the order of the Education Department of the Government of Orissa, issued on the 13th May 1952, the Director of Public Instruction is vested with the authority to select textbooks till a Textbook Committee is formed in the State. He considers textbooks for all classes in the Primary and Middle schools and up to class VIII of High schools. His jurisdiction extends over English, Oriya, Hindi, Sanskrit, Persian, Urdu, Bengali and Telugu textbooks. The books for classes IX to XI are considered by the Utkal University. Textbooks in Hindi and Urdu Literature for use in classes VIII downward in Schools in Orissa, are selected from the list of textbooks approved by the Bihar Textbook Committee, so long as the syllabus in Orissa remains the same as that in Bihar.

Supplementary Textbooks are selected in the same manner and procedure, as in the case of the selection of textbooks. The prize and library books are approved by the Director of Public Instruction on the recommendation of different educationists and subject-experts.

Permanent Officers

Generally no officer is associated with the selection of Textbooks except the first Personal Assistant to the Director of Public Instruction. He is a Class II Gazetted Officer of the Department. As the ex-officio Secretary of the defunct Textbook Committee, he extends such assistance as may be needed.

How Books are Submitted

A notification incorporating directions and instructions to the authors and publishers is issued in the Government Gazette as well as in the local newspapers by the Director of Public Instruction. Through this notification he invites textbooks written in accordance with notified criteria. These books are to be submitted on or before a fixed date. Ordinarily a period of two to three months is given to the publishers to submit their books, depending on the nature of the book. Authors, compilers and publishers residing outside the State can also submit their textbooks if they pay the same fee as prescribed in the case of local authors, compiler and publishers.

An author, compiler or publisher who intends to submit a new book in manuscript or printed form should apply to the Director in the prescribed form, with four or five of its copies, of these submitted copies three should contain no reference to the identity of either the author or publisher. While submitting manuscript copies of books for preliminary consideration, designs of pictorial illustrations along with their descriptions should be given in one of the manuscripts not containing the name of the author or compiler. These designs should be inserted at their proper places in the manuscript.

After the manuscript copy of a book receives its preliminary approval, one out of the four manuscript copies submitted is returned to the author, compiler or the publisher, as the case may be, for printing. If rejected, two out of the four manuscript copies submitted are returned to the concerned author, compiler or publisher. If printed copies of a book, which has received preliminary approval in manuscript form, do not exactly tally with its approved manuscript copy, and are not free from defective and indistinct illustrations, the book is rejected. If a manuscript is approved in the preliminary stages by the Director, a fresh application for final approval is to be made in the same form, with four printed copies of the book. Of these, too, three of the copies should not contain the identity of material in manuscript. A book form submitted in print for preliminary consideration must be accompanied with a Treasury Chalan of Rs. 17. If approved in the preliminary stages the required number of its printed copies should be submitted with an additional fee of Rs. 10 together with a declaration of the publisher that the book will be made available in sufficient number by the date that will be fixed by the Director.

How Books are Selected

Textbooks received are arranged in groups, according to the subject, the language in which they are written, and the class for which they are intended. They are then sent to expert reviewers for their estimate.

A book submitted for consideration is reviewed by three expert reviewers, nominated by the Director of Public Instruction. They are generally professors, lecturers, senior teachers, headmasters and other educationists. Each one submits his opinion on the suitability of the submitted textbooks in the prescribed form. Generally there is no provision for a fourth reviewer. It is only when two reviewers give very high marks for the book and the third reviewer gives very low marks, or *vice-versa*, (on the basis of the marking laid down in item V(2) of the Reviewers' Form) that the Director himself decides the case. He does this on the advice of one or two more experts besides those who had already reviewed the book. Ordinarily the Director of Public Instruction does not go against the unanimous opinion of the reviewers. But, legally, there are no checks or limitations on the powers of the Director of Public Instruction. However, in the case of his misusing his powers, it is open for the Government to institute an enquiry and give their decision. Generally the time limit for reviewing a group of ten books is five to six weeks. Remuneration, at the rate of Rs. 5 per book, is paid to each reviewer.

Reviewers' Form

The following is the prescribed form for the reviewers, who judge the merits of the submitted books.

1. Name of the book
2. Whether the book is in manuscript or in print
3. Edition (in case of printed book)
4. Publisher's (in case of printed book) price
Proposed (in case of manuscript)

5. Number of pages and size of page (in case of printed book)
6. Character in which the book is written
7. Standard for which the book is intended
8. Subject for which the book is intended
(The above particulars shall be filled up by the Office)

I. MATTER

1. Does the book fully comply with the syllabus ?
(Question '2' below to be answered only in the case of Historical and Geographical Readers for classes IV and V and all General and Supplementary Readers)
2. Does it contain lessons from among the topics given in the rules for submission of textbooks ?
If so, how many of them ? Do you consider this number appropriate ?
3. Is the book free from mis-statement of facts ? If not give details.
4. Is the book free from objectional matter ? If no, give details.

II. TREATMENT

1. Is the book well-proportioned, *i.e.*, does it duly emphasize the important aspects of the subject ?
2. Have the lessons been illustrated with pictures, wherever desirable ?
3. Are the illustrations (Verbal and Pictorial) designed to appeal to the children of the age-group of the class for which the book is intended ?
4. Is the subject-matter such as to afford the teacher opportunities of asking questions requiring the independent use of pupil's mind ?
5. Does the book contain an adequate number of such exercises ?

III. LANGUAGE

1. Is the language of the book clear and straight-forward ?
2. Has care been taken in the correct use of punctuation marks at all stages ?
3. Is the book free from spelling mistakes ? If not, give a detailed list of such mistakes ? [Questions (4)—(6) below for books on language only].
4. Are the idioms and vocabulary such as would be understood by the children of the standard for which the book is intended ?
5. Are the presentation of subject-matter and expression artistic ?
6. Is the language in the successive lessons properly graded ?
[Questions (7) and (8) below for books on Mathematics only]
7. Are the exercises properly graded according to difficulty ?
8. Is the book free from exercises giving absurd or ridiculous answers ?

9. Do you consider the language suitable for the children of the age-group of the class for which the book is intended ?

IV.. GENIERAL REMARKS

(To be answered in case of printed books only)

1. Is the printing and get-up of the book satisfactory ?
2. Is the paper of good quality ?

V. RECOMMENDATIONS

1. Does the book compare favourably with the books enclosed which are already on the approved list ?
2. In case the enclosed book
.....
(which is already on the approved list) be assigned a mark of 70 out of 100 how may marks will you assign to the book under review on the same scale ?
3. Do you recommend the book for the standard and the subject for which it is intended to be a textbook ?

Issue of Final List

The Director of Public Instruction of Orissa issues the list of approved or prescribed books. The normal period of approval or prescription of books is two years. If any complaint were received against a book, and if the complaint were proved after an examination of the same, it would be removed from the approved list before the expiry of the normal period.

Specific Problems

It has been found that there is no machinery for improving the topics furnished in the textbooks. The public at large, from time to time, do not get an opportunity under the present system to suggest the topics on which the textbooks for different classes should be written. Hence, the newly constituted Board of Secondary Education in Orissa has decided to follow the under-mentioned procedure in the matter of selection of textt-books.

“In every subject where textbooks are required, the Secretary will get a synopsis prepared, on payment of remuneration fixed under the by-laws. This will be called the draft synopsis. The Secretary of the Board will invite alternative synopsis on the basis of the draft synopsis. Copies of the draft synopsis will be supplied to those who desire to submit an alternate synopsis. A date will be fixed for its submission. The best synopsis will be accepted by the Education Committee on the recommendation of the Syllabus Committee. If it is a synopsis other than the draft synopsis prepared first, the author will be given a remuneration fixed under the by-laws. The Education Committee can make the necessary changes in the accepted synopsis. If there were a difference of opinion among members of the Education Committee in the final selection of the synopsis, the matter will be decided by a simple majority of votes. Authors and publishers are allowed to take a copy of the final synopsis. On the basis of this, they may submit to the Secretary of the Board, within the prescribed time, printed books or written manuscripts. The

books received from authors and publishers are sent to three expert reviewers appointed by the President of the Board from a panel of names prepared in consultation with the Inspectors of Schools and the Inspector of Schools. Their opinion and evaluation of the book is based on the award of actual marks on the merits of a book. The Syllabus Committee scrutinises the recommendations of the reviewers. Such recommendation can be altered only when at least two-thirds of the number of the members of the Committee agree to the alteration. The recommendation of the Syllabus Committee is considered by the Education Committee. The latter finally approves a book. Any recommendation of the Syllabus Committee can be rejected by the Education Committee only by a majority vote of at least two-thirds of the members present."

The Board may take the advice and assistance of experts for proper selection and improvement of textbooks by recasting the syllabus, preparing synopsis, suggesting improvements in the Reviewers' Form and indicating the errors and defects that may be avoided.

P E P S U

Under instruction from the Government of India, the State Government had set up an Advisory Board of Education on the lines of the Central Advisory Board of Education. This body was to advise the Government for prescription of textbooks in the State schools. The State Advisory Board decided to nationalise all textbooks and supplementaries from the first, Primary class to the Eighth class, in progressive stages, to ensure the supply of good textbooks, at a moderate cost. Textbooks from class I to IV have already been nationalised. The textbook for the V and VI classes will be nationalised from the next financial year.

For the IX and X classes, the textbooks are prescribed by the Punjab University. In some subjects the University does not prescribe any specific books but merely approves the syllabus to be covered by such books. For these subjects the State Government, under their Education Department order No. ED/E-7 (14) 53, dated the 29th December, 1953, has set up a Committee. This Committee consists of Headmasters and Headmistresses of repute. The members are to assist the Board in recommending textbooks in these subjects. In the case of alternate books for Matriculation classes, the Textbook Committee submits a list of books for approval and the Heads of the various Institutions exercise their discretion to select one of these books.

Composition of committee

The Advisory Board of Education has 15 members. They are educationists with an established reputation. They are appointed by the Government, on the recommendation of the Director of Public Instruction. The Minister for Education is the Chairman of this Committee. The Director of Public Instruction is the Vice-Chairman and the Deputy Director of Public Instruction is the Secretary. They hold office at the pleasure of the Government. On the recommendation of the Advisory Board of Education the Sub-Committees in the different subjects are set up, as and when the need arises. These Sub-Committees submit their reports to the Advisory Board of Education.

Each Sub-Committee often consists of seven members.

How Books are Submitted

Through wide publicity, books, written in conformity with the prescribed syllabus and other specifications, are invited from authors and publishers. Authors and publishers outside the State are also eligible to submit their books. Books in manuscript or type-script form are acceptable here. No time limit is rigidly fixed for the submission of textbooks. It varies in the case of different books depending on their volume, nature and subject. Authors and publishers are not charged any registration fee. A reviewing fee of Rs. 125 per set, comprising of four copies, is charged. A royalty of 10% is paid to the owner whose book is selected.

How Books are Selected

After the receipt of books in the office of the Director of Public Instruction as a result of the notification, three copies of the books are sent to three different reviewers. These reviewers are appointed by the Director of Public Instruction. No qualifications are specifically prescribed for their appointment. But they are usually educationists and specialists in their subjects. No time limit is fixed for reviewing such books. It depends upon the nature of the subject and the volume of work involved in a given book. It often takes about fifteen to twenty five days to finish this work. No specific Review Form is prescribed for reviewers to help in their evaluation of the books. They may present their review in whatever form they like. The reviewers are paid Rs. 35 per copy, for each book reviewed. The books are selected by a majority recommendation of the Textbook Committee. This Committee is the selecting body. Its recommendations are approved by the Advisory Board of Education and the Government. Technically, however, on the recommendation of the Advisory Board of Education the Government sanctions the approval of Textbooks. Thus, the final authority for the approval or rejection of books rests with the Government.

Issue of Final List

The office of the Director of Public Instruction issues the list of approved books. In the case of nationalised books, same office issues the list of prescribed books. No time is fixed for the approval and prescription of such books. Books may be added or deleted on the recommendations of the Textbook Sub-Committee.

Specific Problems

The state has not experienced any specific problem in the approval or prescription of its textbooks.

P U N J A B

The Scheme of Nationalisation of Textbooks was introduced in the State in 1953 in order to improve the quality of textbooks and to reduce their prices. It was also designed to abolish the prescription of textbooks zone-wise,* as had been the practice till then.

* Originally, the four accepted zones in the Punjab were :—

1. Pure Hindi speaking areas.
2. Pure Gurmukhi speaking areas (Punjabi).
3. Areas where both pure Hindi and Gurmukhi are spoken.
4. Areas where neither of these are spoken.

The Government prescribed books for each of these territories.

Under the Scheme only one book in a subject for a class is selected. The printing, publication and distribution of these textbooks is done by the Government. All the textbooks from Classes I to VIII have been nationalised. These have been introduced in the affiliated schools.

The State has not set up any Textbook Committee. Those matters on which it is thought proper to obtain the views of educationists and public men, are discussed in the meetings of the Provincial Advisory Board of Education.

Textbooks and syllabi for classes IX and X are prescribed by the School Board. This Board functions under the Punjab University. In History, Geography, Mathematics, Science and some other subjects, no textbooks are prescribed for the Matriculation Examination. In these cases, only the syllabi are laid down. For the guidance of the teachers and the students concerned, a few books conforming to the syllabi are recommended in certain cases but the Heads of the Institutions are free to choose any book. For instance for the 'A' paper on Hindi, which covers grammar, and composition no book is prescribed. But for the 'B' paper on Hindi which covers prose and poetry, textbooks have been prescribed. Some of the textbooks for the Matriculation Examination have been published by the Punjab University itself. The courses of study for all other examinations are prescribed by the University through the various Boards of Studies.

The Punjab Education Department had previously prescribed Supplementary Readers in Hindi, Punjabi and English for classes II to VIII. But the Provincial Advisory Board of Education advised the Department in 1953 that all supplementary readers be abolished. They suggested that the students should not be compelled to buy those supplementary readers. Instead, the publications were to be used as library books. The students were to be encouraged to read them as corollary reading material.

Library and prize books are approved by the Education Department on the basis of the reports submitted by the reviewers.

Permanent Officers

The State Government has appointed a special officer for the Nationalisation of its textbooks.

Composition of School Board

There are 15 members in the School Board. The Director of Public Instruction in Punjab, is the ex-officio Chairman of the Board. Four members are elected by the Faculty of Science and two by the Faculty of Oriental Studies from among themselves. The Board has three Headmasters of recognised High schools. These men are elected by the Senate. Besides these, three members are to be nominated by the Director of Public Instruction in Punjab from among the members of the Faculty. The tenure of the office of the members of the Board is one year only. The Chairman at his discretion is authorised to constitute different Sub-Committees to deal with books in the different subjects and languages. The members of these Sub-Committees are appointed by the Chairman. They function as a part of the School Board and their findings or recommendations are placed before the whole Board for adoption or rejection.

How Books are Submitted

Textbooks are invited from publishers and others through a Press notification. The necessary instructions and directives for writing textbooks are circulated to the concerned parties through cyclostyled "press-notes". Copies of such press notes are also supplied to publishers and others, whose names are registered with the Department. The authors and others who submit their textbooks have to pay a consideration fee of Rs. 150 per book. They are to submit four copies of their book. The books may be either hand-written, typed or printed. There is no territorial restriction to limit the submission of textbooks. The submission fee is the same for all, irrespective of their being State subjects or not. The Secretary for Education in Punjab prepares a list of suitable reviewers for different subjects from outside the State. He does this with the help of the Secretaries for Education of the various States in India.

In the case of the IX and the X classes the publishers or authors have to send two copies of each of their publications to the Registrar, and one copy of each to the Members of the School Board. No member of the School Board is permitted to submit his own book.

How Books are Selected

The textbooks received are sent to three reviewers for a critical examination. They are to submit their reports together with a ranking list. These reviewers are selected by the Director of Public Instruction out of the educationists and scholars not residing in the State of Punjab. Their names are kept strictly confidential. When all the three reviewers, for a particular subject, have submitted their reports, a comparative chart of their recommendations is prepared by the Department. This chart is placed before the high level Committee, which consists of (1), a judge of the High Court (2) a member of the Punjab Public Service Commission and (3) The Secretary for Education, Punjab. The high level Committee then finally selects the best book. Textbooks and syllabi for all other University Examinations are prescribed by the various Boards of Studies. There is a Board of Studies for each subject. There are twenty-eight such Boards at present. Each Board consists of one University Professor. If there were no University Professor in a certain subject, the University Reader, or the Head of a Department of a University subject, in which there is neither a Professor nor a Reader, is appointed. Also, six members from the Senate, including the Added Members are to be elected every alternate year. The members of the Board of Study, act as reviewers themselves. No specific Review Form is prescribed here to judge the suitability of textbooks. The members simply record their reviews on the merits of different books and finally select the best books as a result of their discussion. Usually, there is no time-limit. The Chairman may call a meeting of the Board at any time after due notice. No remuneration is paid to the Members for reviewing.

Issue of Final List

The list of prescribed books for classes I to VIII is issued by the Punjab Education Department. The lists of books prescribed for the various University Examinations, including the Matriculation Examination, are issued by the Punjab University. The normal period for the approval or prescription of books is from three to five years. The addition and

removal of books before the expiry of the normal period may be done only under very exceptional circumstances. Generally, no change is effected in the books when once prescribed.

Specific Problems and their Solution

The royalty paid by the Government on the nationalised textbooks for classes I to VIII is five per cent of the gross sale proceeds of the books. In most cases this royalty brings in enough money to the authors or publishers. But in certain cases where the subject is not popular or the sale is otherwise not heavy, the remuneration earned by the authors or others is quite low. In these cases, the number of books submitted for consideration to the Government is not quite adequate. Again, authors who want to submit books without the help of the publishers find themselves handicapped on account of the submission fee which they have to pay at the rate of Rs. 150 per book and on account of the condition that four copies of each book must be submitted.

The Government has under consideration a scheme to pay the authors or publishers a lump sum instead of the royalty. This form of remuneration will be specific, speedy and quick and is expected to prove more attractive to authors of the right calibre.

R A J A S T H A N

Since the year 1954 in order to stop exploitation and to provide the children with the best available books at reasonable prices, the State has adopted the policy of gradually nationalising all its textbooks, in all subjects, for classes I to VIII.

For the selection of textbooks which are not nationalised an *ad hoc* Textbook Committee is appointed. Textbooks for classes IX and X of the Secondary schools are prescribed by the University of Rajputana. There is a separate Committee in the State for selecting prize and library books. All books including the supplementary and prize books which are not prescribed, are excluded from the purview of this Committee.

Permanent Officers

There are no permanent officers associated with the work of the Textbook Committees. *Ad hoc* Committees are dissolved as soon as the work of selection of textbooks is finished.

Composition of Committee

The Textbook Committee consists of seven members. These members are appointed by the Government to carry out this specific assignment. There are no Sub-Committees to deal with books in different subjects and languages. The Director of Public Instruction is the Chairman of the Textbooks Committee.

How Books are Submitted

The Government issues a notification in the "Rajasthan Rajpatra" from time to time, containing instructions for the guidance of authors and

publishers. The books must conform to the notified criteria as regards the number of pages for different books in different subjects, type-sizes, paper, illustrations and binding. For Science, authors are asked to submit manuscripts of books, while for other subjects manuscripts or printed books may be submitted. Normally, a period of six months, is given to the authors and publishers for the submission of their books. Publishers and authors outside the State are also eligible to submit their books. A submission fee of Rs. 20 is charged from the publishers and authors.

How Books are Selected

Books submitted are reviewed by seven reviewers appointed by the Government for the different subjects. This group of reviewers consists of both Government officials and others, known for their integrity. One other qualification they are to have is that they should possess teaching experience in the classes concerned. Normally, seven days are allowed to them for the review of manuscripts. The number of manuscripts assigned to a single reviewer ranges from two to thirty. They are paid at the rate of Rs. 5 per book. Books are not forwarded to the reviewers. They are called to Jaipur to review books, at the stipulated hours, in the presence of one or two members of the Textbook Committee. There are also chief reviewers for the different subjects. If the chief reviewers differ in their judgment from the other reviewers, they express their views in detail. The different views are collated by the Textbook Committee, which has the authority to set aside the majority opinion of the reviewers, in case it differs from that of the chief reviewers. Ultimately, books are selected by the Government on the recommendation of the Textbook Committee.

Reviewers' Form

Name of book

Subject

Class for which meant

Printed/Manuscript

Number of pages

How far conditions laid down in the syllabus and notification fulfil as to :—

- (1) Subject—matter or contents
- (2) Standard (of language, lessons, etc.)
- (3) Number of lessons and pages
- (4) Type used (if printed)
- (5) Illustrations
- (6) Any other point worth noting and not covered already

Issue of Final List

The list of approved or prescribed books, as the case may be, is issued by the Government. Normally books are prescribed for a period of three years. But they can be removed before the expiry of the normal period if these were nationalised or if some publishers were to fail to comply with the requirements of the Department.

Specific Problems

1. Physical features : The standardisation of physical features with respect to format, paper, type size, interlinear spaces, illustrations and binding.

2. Collection of Manuscripts :

- (i) An established panel of authors discussed the material so long that the book was delayed.
- (ii) The request for manuscript in "sets" created trouble. It was felt that a single textbook in the various classes by different authors would lack continuity in both matter and style. Therefore, authors were asked to present books from class I to V as a unit. Very few authors came forward to do this.
- (iii) The need for and the functions of the editorial board to revise selected textbooks was not very clear.
- (iv) The instructions that had to be issued to the authors regarding choice of content, organisation of material, audio-visual aids etc. were not very clear.

3. Curricular and Linguistic Problems :

- (i) The existing curriculum had to be revised. This was especially the case in States where basic education has been adopted.
- (ii) Because of the merging of language areas, there was some doubt as to whether one should use the pure form of the language or rather an accepted form of the language which, sometimes, is a mixture of two or more languages. In this case, the local language is a mixture of Urdu and Hindi. Some doubts as to which of these were to be used, were raised.

4. Printing : The problem of printing was a grave one. The States' presses were too busy. Therefore this had to be given over to the private presses, which meant the invitation of tenders. When a general tender notice was issued and replies were received the quotations necessarily were varied. The good presses necessarily charge more than the poorly equipped ones, and when the good presses were selected, the State was not satisfied as to why a higher tender was accepted in preference to a lower one.

Rajasthan solved this problem by asking for the details of presses in terms of so many hand-presses, so many off-set machines etc. to have some idea as to the nature of the presses. Then they issued a second tender notice for presses which possessed similar equipment. Out of these they had to select the press that was to print the textbooks. Similar situations developed in procuring paper, in block making and the like.

All these meant delay in the production of textbooks when a certain deadline had to be met. The books had to be ready in time for the reopening of schools in July. But the State intervention at various stages caused a great deal of delay.

5. Fixation of prices :

- (i) The State fixed the cost on a no-profit and no-loss basis.
- (ii) It was difficult to produce good books at cheap rates. Good books with colours and illustrations, necessarily meant costly

books, even though the State did not profit from it. But even that would be higher in cost, so far as the average student was concerned, than the inferior books put out by the private publishers. This was necessarily pointed out as a comparison in prices by the private publishers.

S A U R A S H T R A

The state has a Textbook Committee for the purpose of selecting textbooks for its Primary and Secondary schools.

Permanent Officers

The Director of Education is closely associated with the work of the Textbook Committee. No separate officer has been appointed for the purpose of the selection of textbooks.

How Books are Submitted

A notification to the authors, publishers, and book-sellers, inviting different textbooks by a fixed date, is issued by the Director of Education of the Government of Saurashtra. The books may be submitted either in manuscript or in printed form. Five copies of each printed book, or one copy of the manuscript, as the case may be, are to be submitted. A submission fee of Rs. 20 for a set of five printed copies of a book and Rs. 50 for a manuscript copy of a book, is to be paid to the Government. Books intended for classes I to VII are to be in conformity with the *Buniyadi Abhyaskrom*, (The syllabus for Basic Schools) prescribed by the Department. Books for classes VIII to XI are to conform to the curriculum for Secondary schools leading to S.S.C. Examination. The sizes of different books are indicated. The paper to be used for such books is specified to be not less than 24 lbs. in weight.

How Books are Selected

The submitted textbooks are forwarded to the reviewers and members of the Textbook Committee concerned. They are to judge the worth of these books. The reviewers are required to submit their estimate in a prescribed form. They are paid for this work in proportion to the size of books reviewed. They are paid Rs. 4 for a book consisting of less than 100 pages, and Rs. 6 for a book consisting of more than 100 pages.

Reviewers' Form

The reviewers express their views on the submitted textbooks on the following prescribed form :—

Report of the Review by

Name of book.....

Author

Publisher.....

Number of pages.....Price..... Subject.....Class.....

- (1) Whether or not the book is according to specifications of advertisement.
- (2) Whether or not it is according to the *Abhyaskran*.
- (3) Have all the topics been given due importance and space ?
- (4) Whether or not all the topics have been adequately covered.
- (5) Is the language, style, presentation suitable to the class, mental level of children, correct and chaste ?
- (6) Whether or not illustrations are adequate.
- (7) Whether or not the book is suitable as a Textbook or whether or not it is suitable for students' Library or teachers' Library.
- (8) Binding, get-up and price etc
- (9) Any defects
- (10) Is there anything repugnant to any particular sect ?
- (11) General remarks and review including specific suggestions for improvement.

Issue of Final List

The list of selected books is notified by the Director of Education in Saurashtra, for adoption.

T R A V A N C O R E — C O C H I N

A Textbook Committee was set up, as per G.P. E.D. 3-2827/51/EHL, dated 1.9.1951. This Committee was responsible for the efficient planning, preparation, scrutiny, selection and publication of textbooks in all the school subjects and languages.

Books prescribed for study in the Primary, Middle and High classes may (i) either be prepared under the Government auspices by expert committees and published by it or (ii) they may be prepared according to the prescribed syllabi and published by private authors and publishers.

In the latter case, the Government purchases the publishing rights of the approved books submitted by authors and publishers and distributes them as its own publication.

In the case of books published by the Government, one book is prescribed for a particular subject or class. This book is to be used in all the schools of the State. In the case of textbooks published by private authors, publishers and other competent persons, only such books which are in conformity with certain fixed standards, are approved by the Textbook Committee. In this case, the Headmasters of the various schools are given the option to adopt any of them in their schools. The number of these approved books may go up to twelve. The Textbook Committee approves, also, the supplementary, prize and library books, through Expert Sub-Committees.

In short, the Textbook Committee selects the books. The Director of Public Instruction approves them. The final decision is taken by the Government in approving the selected books for the various classes.

Permanent Officers

The Director of Public Instruction is the President of the Textbook Committee. A Textbook Officer was appointed in the year 1950. In April 1952, a Special Officer for Textbooks was appointed. He is responsible for the selection, printing, distribution and sale, of Textbooks. He is the Secretary of the Textbook Committee. The Superintendent of the Government Presses is another permanent officer. He undertakes the printing of most of the books. Besides these permanent officers, there is an Advisory Committee connected with the scheme of Textbooks. This committee consists of the Director of Public Instruction, Secretaries to the Government for Education and Finance, the Superintendent of the Government Presses and Special Officer for Textbooks. Of these, the special officer acts as the convener of the committee.

Composition of Committee

The strength of the Textbook Committee is fourteen. The members are nominated by the Government on the recommendation of the Director of Public Instruction. The following members constitute the Textbook Committee.

- (1) Non-language subjects : One Member each for Mathematics, Physical Science, Natural Science and History-Geography.
- (2) European Languages : Two members for English and one for the other European Languages.
- (3) Indian Languages : Four Members for Malayalam and one Member each for Sanskrit, Tamil and Hindi.

The duration of the Committee is one year, unless the function specifically allotted to the members of the Committee extends over a longer period. For the Expert Sub-Committee the procedure in regard to appointments is the same.

How Books are Obtained

At first a notification specifying the required details for textbooks is issued by the Department of Education. Authors and publishers are to submit books, which, in their judgment, embody the afore-mentioned standard and criteria. These books are to be considered by the Textbook Committee. Only the registered publishers and authors are eligible for the submission of their books. A registration fee of Rs. 25 for the author, and Rs. 150 for the publisher is charged. Registered publishers outside the state can submit their textbooks through their authorised agents in the State. The authors and publishers are to provide all the information required in an application form while submitting their books for consideration. This application form is prescribed under the rules. This application is to be accompanied by a declaration that the said author or publisher would surrender his publishing rights to the State, if the books were approved. They should submit fifteen copies of the books for consideration. Apart from the registration fee, a scrutiny fee of Rs. 15 should be deposited in the Government Treasury, under Head XXVI, Education E. General. The receipt for this scrutiny fee should be submitted with the books. Only printed books are accepted. A month's notice is given to authors and publishers to submit their books. All these books must reach the office of the Special Officer for Textbooks in Trivandrum by a specified date. After this date, no book will be entertained

for consideration. These rules hold good for the submission of supplementary, prize and library books as well.

How Books are Selected

The Special Officer for Textbooks forwards books relating to a particular subject to the members of the concerned Sub-Committee for scrutiny. The members of the Sub-Committee are to express their views concerning the suitability of the said books in a prescribed form. The Sub-Committee consists of three members. This number is increased if there are more books for consideration. The members of the Sub-Committee are invariably experts in the line. They are men of experience and scholarship. They are made up of both teachers and authors. The members of the Sub-Committee send their views to the Special Officer. He collates them. The books are approved or rejected on the basis of the merits, as assessed by the members of the Sub-Committee. Controversial questions, if any, are discussed and decisions are arrived at in the conferences held by the Sub-Committee. In case of serious difference, the Textbook Committee makes the final decision.

The members of the Sub-Committee are generally given a period of one month to review books. A remuneration of Rs. 3 per book is paid to them.

Reviewers' Form

Title of the book

Name of Author

Publisher

English/Malayalam/Hindi/Sanskrit/Tamil

Primary/Middle/High Schools

1. Book No.
2. A bare outline of the subject-matter ; and whether it is suitable for school use.
3. Whether or not the method of treatment is suitable. If not, why ?
4. (a) Literary Form.
(b) Vocabulary.
5. Whether or not the book contains grammatic or idiomatic mistakes ; if so, instances, may be quoted.
6. Whether or not the book is original, translation or adaptation and whether or not it is suited for class use.
7. Whether or not the book contains any objectionable matter, either moral, religious or communal ; if so; instances may be cited.
8. How far does the book conform to educational psychology and methods of teaching.
9. Whether or not it is especially suited to the present national set-up.
10. Class or Form for which approved.

11. Whether or not it is approved for Libraries or for Teacher's reference.
12. If rejected, reasons for the same.

Signature of Scrutiniser

Issue of Final List

The Director of Public Instruction issues the final list of prescribed and approved books through a notification in the State Gazette. Books are prescribed for a period of one year at a time. Before the expiry of this normal period no book is replaced or cancelled ; nor are additions made to this list. This may only be done when special books are considered to be educationally useful. These are recommended by the Government for use in school libraries.

Specific Problems

Books are prepared by various authors and publishers in their own way and are not uniformly priced. The differences and variations found are sometimes very serious.

T R I P U R A

The functions of the Tripura School Textbook Committee are purely advisory. This committee is appointed with the Director of Education as the Chairman. The Committee is divided into two Sub-Committees. These two committees are to deal with the Primary and the Secondary School Textbooks. The Board of Secondary Education in West Bengal first prescribes the textbooks for the Secondary schools in the State. The Tripura School Textbook Committee selects some books out of these prescribed books for use in Tripura Secondary schools. The Tripura Primary School Syllabus is also largely based on that of the Primary schools in West Bengal. In the latter case, the Textbook Committee is free to select suitable books even outside the approved books in West-Bengal. This committee approves a list of books. The selection of library and prize books is the responsibility of the Heads of the Institutions concerned.

Permanent Officers

The Director of Education of Tripura and the Inspector of Schools of Tripura (Secondary Section) are the President and Secretary of the Textbook Committee respectively.

Composition of Committee

Including the chairman and secretary, the number of the members of the Textbook Committee is fourteen. The members are nominated by the Director of Education and they hold office for three years. There are no sub-committees to deal with books in different subjects and languages. The two Sub-Committee deal with the selection of Primary and Secondary Textbooks. The Sub-Committee may co-opt additional members when necessary.

How Books are Selected

The members of the Sub Committee select textbooks by a majority vote. There is nothing to limit the powers of the Director of Education in relation to the majority opinion of the Sub Committees but no occasion has yet arisen for the Director to exercise such powers. No reviewers are appointed to recommend this selection and no criteria is specified to determine the suitability of textbooks.

Issue of Final List

The Final list of selected textbooks is issued by the Director of Education. Books are prescribed for one year only and ordinarily books once selected cannot be removed before the expiry of this period.

Specific Problems and their Remedies

There are no serious problems with regard to the Secondary schools' textbooks, since the approved books in West Bengal fairly satisfy the demand of the State. But the Primary school textbooks in West Bengal, especially in the mother-tongue, History and Geography, fail to meet the actual demands of the syllabus fully. As a remedy, the State has instructed publishers to publish Primary school textbooks in Bengali, History and Geography with suitable topics centred around local interest.

A number of publishers have already responded and books have been submitted for the consideration of the Tripura Textbook Committee for selection.

U T T A R P R A D E S H

In Uttar Pradesh, at present, the preparation and publication of textbooks from classes I to V is completely under the control of the Department of Education. The textbooks in compulsory subjects for classes VI to VIII are approved by the Department, with the stipulation that the copyright of all these books shall be vested with the Government. This step has been taken to improve the content and get-up of the books in each of their new edition and to have a greater control on the publishers. The latter is necessary in order to see that the publishers do not become indifferent towards the further improvement in their books, once they find a place in the curriculum.

There is no Textbook Committee in the State. In so far as the Textbooks from classes I to VIII are concerned, this work is done by the Officer on Special Duty for Textbooks. He does this under the supervision of the Director of Education. For the textbooks control from Classes IX to XII, the Board of High School and Intermediate Education appoints the "Courses Committees" under the Chairmanship of the Director of Education. These "Courses Committees" act as advisory bodies for the selection of textbooks in different subjects. Under the new Curriculum, no book is prescribed in History and Geography in classes I to V but suitable lessons on Social Studies have been included in the language textbooks. Supplementary books are approved in the same manner as textbooks. Sometimes Departmental Officers are asked to write supplementary books. Prize books are dealt with at the Headquarters of the

Government. Library books for use in different schools are approved, after review by a competent person on the subjects concerned. Till now, the Heads of the institutions were free to select one of the approved books, in consultation with the District Inspector of Schools. In the year 1956 the allotment of textbooks was made on a districtwise basis. No unapproved textbook is allowed to be used in the Educational Institutions in the State. The textbooks used in Anglo-Indian schools are excluded from this control.

In the case of books from classes VI to VIII, the typed manuscript submitted, is first approved by the Textbook Committee. But before the actual printing is undertaken, these manuscripts are thoroughly read and corrected by Literary Assistants. In this process, the Government has the right to insert, delete or alter any portion of the book so approved.

Permanent Officers

The Director of Education, an Officer on Special Duty and an Assistant Officer working under him are the permanent officers involved in Textbook selection. They have the following functions :

- (a) Approval of textbooks, supplementary books and books for libraries. Attending to the process of the writing of textbooks by Departmental Officers.
- (b) The arrangement for the printing of all the Departmental publication of Textbooks.
- (c) The arrangement for the printing of cover-page for all the Government publications in collaboration with the State Government Press.
- (d) The arrangement for the proper distribution of Government publications throughout the State.
- (e) The arrangements to ensure that all approved books (other than Government publications also) are available in the market easily.
- (f) The arrangement for the improvement of books written by the Departmental Officers or those approved by the Department. This work is done by the Literary Assistants who are attached to the office of the officer on special duty for textbooks.

Composition of Committee

There is no Textbook Committee in the State.

How Books are Submitted

A notification is issued in the State Gazette inviting textbooks by a fixed date and detailing elaborate instructions and directions to the authors and publishers in connection with the submission of textbooks.

The books submitted must conform to these directions. They include specifications regarding the size of the books, the number of pages, the paper to be used, the printing and the binding, besides general guiding principles and particular instructions pertaining to the different subjects. A period of one year is given to the authors and publishers to submit their books. Authors and publishers outside the State may also submit their books, if they so desire, by paying the same fees. Only books in typed

manuscript forms, are accepted. The fee for a series of three books on a subject for classes VI to VIII is Rs. 500 or Rs. 167 for one book only in the series. They are expected to submit three copies of the manuscript.

How Books are Selected

The books received are forwarded to three reviewers selected by the Director of Education. They are to express their views on the suitability of the books submitted for approval. Only highly placed persons who are specialists in a particular subject are appointed as reviewers. They may be both from within and without the State. The time allowed to different reviewers depend upon the number of books sent to them. Generally three to four months are given for completion of their work.

Reviewers in different subjects use different Reviewers' Forms, wherein they express their views concerning the merit of the books submitted. They allot marks to each book and it is on the basis of these marks that the final selection is made. Books which do not conform to the minimum standard are rejected. In case of a difference of opinion, either the Director of Education himself decides the case, or the book is sent to a fourth reviewer for a final decision. The books are finally approved by the Director of Education. The Government can, however, over-ride the decision of the Director of Education.

Reviewers' Forms

Reviewers, Remarks

Class VI

Class VII

Class VII

A. COMMON POINTS OF ENQUIRY REGARDING ALL SUBJECTS

1. Is the set/book in conformity with the syllabus prescribed in the curriculum for classes VI, VII and VIII of Junior High school in force from the session 1954-55? State your opinion for each class separately.
2. Are the books prepared in accordance with the prescribed criteria? (Order No. B/4450/XVIII-54-55, dated the 6th October, 1954).

Please give in detail your opinion about the following :—

- (a) Does the size of the books accord with the criteria? Do they contain approximate number of pages as given therein?
- (b) (i) Is the printing clear, readable, not showing through the paper?
- (ii) Is the Heading in bolder type and question, exercises etc. in smaller type?
- (iii) Is the binding in multiple section and stitched together?
- (iv) In case of manuscript copy of the book, please see if the instructions laid down in items 12(a) and (c) of the criteria have been properly followed.

3. Has the name of the book, author, compiler, editor, printer or publisher been given anywhere in the book ?
4. (a) Does the body of the books contain six to ten per cent full page illustrations ?
(b) Are these suitable ?
5. (i) Have the detailed instructions given in item No. 7(a) ; 7(b) and 7(c) in the criteria been rigidly followed (in the series) ?
(ii) Which of the topics laid down under items 7(a) to 7(c) of the criteria have not been covered (in the series) ?

Detailed report to this effect should be given item-wise.

6. Kindly enter on the attached blank page all errors found in the book page-wise and also mark them in the book with red pencil or red ink. Abbreviations used will be 'L' for Linguistic ; 'G' Grammatical ; 'F' for Factual ; 'S' for Spelling and 'P' for Printing errors.
7. Has the book/series any outstanding features ? If so, these may please be pointed out.
8. Your final assessment of the book/series bringing out its strong and weak points in detail.
9. Maximum Marks 100 Marks allotted.

(Signature of the reviewer in full
with date).

B. SPECIFIC POINTS PERTAINING TO DIFFERENT SUBJECTS LANGUAGE :

1. Are the lessons included in the books of a standard suitable for the particular classes ?
2. Have an adequate number of lessons been selected from standard writers ?
3. Does the language conform to Hindi/English idioms and syntax ? Is the style impressive ?
4. Are the lessons graded ? If not, please grade them, if the book is otherwise good.
5. Do the lessons arouse the intellectual curiosity of pupils, give useful information and foster noble sentiments ? Do they assist the pupil to learn the nobility of manual work ?

HISTORY :

1. Do the books create patriotic and international outlook and a sense of legitimate pride in the past greatness of India.
2. Have Historical Controversies been eschewed ?
3. Has due importance been attached to local History in the books/series.
4. What efforts have been made by the author to give an effective training in citizenship to the pupils ?

GEOGRAPHY :

1. Are the lessons included in the books of a standard suitable for the particular classes ?
2. Does the language conform to Hindi idiom and syntax ? Is the style impressive ?
3. Are the lessons graded ? If not, please grade them if the book is otherwise good.
4. Do the lessons arouse the intellectual curiosity of pupils to know more about the life of the people living in the different regions of the world ?

SCIENCE :

1. Are the lessons included in the books of a standard suitable for the particular classes ?
2. Does the language conform to Hindi idiom and syntax ?
3. Are the lessons graded ? If not, please grade them if the book is otherwise good.

Issue of Final List

The final list of approved books is issued by the Director of Education. In the first instance the books are only for a year. After this period, the approval is extended every subsequent year. Normally they remain on the approved list for about five years. The books may be removed on non implementation of one or more of the following rules :—

- (1) In case of a revision of the Curriculum.
- (2) When orders regarding printing, paper etc. issued from time to time by the Department are not complied with.
- (3) When too many printing or other kind of mistakes are discovered in a later edition of the book.
- (4) If there is a report of unauthorised borrowing or copying and the question is not settled amicably between the publisher and/or author with the complainant.

No book is usually added to the list of approved books once the results are declared unless there is some extraordinary emergency.

Specific Problems and their Solution

Some of the problems experienced by the State in the selection of textbooks are as follows :—

- (a) The reviewers are approached by the interested party.
- (b) Publishers do not care for the correctness and improvement of get-up of the books in the new editions, when once they have been approved.
- (c) Material is borrowed and published in books without permission of the authors.
- (d) The price of the book is kept high.
- (e) Inferior paper is used,

Consistent efforts have been made in the State to combat these problems. Some of the measures adopted to tackle them are as follows :—

- (a) Only such people whose integrity is beyond doubt are appointed as reviewers. The books which are sent to them for review bear only a registration number of the office and do not bear the name of the author, or the publisher.
- (b) The publishers are called upon to submit every edition of their books for correction. These corrections are undertaken by the literary assistants. In this way the errors in printing and in subject-matter are removed. The publishers are then asked to print the new edition and to send two copies of the same to see if the new corrections have been incorporated in the new editions.
- (c) If there is a report of unauthorised borrowing, the publisher of the book concerned is asked to settle the case with the other party. If they fail to come to an agreement, the book is expunged from the courses of study.
- (d) The price of book is fixed by the Department. It is usually one anna per form in case of single colour books and one anna three pies in the case of double colour books. Such of the books which are not printed according to approved specifications are liable to cancellation.

V I N D H Y A P R A D E S H

There is no general Textbook Committee in the State. There are, however, different Sub-Committees either for one or more than one allied subjects, for the purpose of selecting Textbooks for the different grades of the Primary and Middle schools in the State. These Committees function under the auspices of the Advisory Board of Education in Vindhya Pradesh. This is a statutory body set up under the Vindhya Pradesh Government, vide their Order No 322, dated the 14th August, 1953. This Board prepares the curriculum and prescribes Textbooks for the Primary and Middle classes. These are common for both the urban and the basic schools in the State. It also approves of some library and prize books for the Secondary schools of the State in addition to those laid down by the Central Board of the Secondary Education in Ajmer.

Permanent Officers

The Minister-in-Charge of Education is the Chairman of the Education Advisory Board. A gazetted officer of the rank of the District Inspector of Schools acts as Secretary of the Board.

Composition of Board and Sub-Committees

Eight members, inclusive of the Chairman and the Secretary, constitute the Advisory Board of Education. The tenure of their office is three years. The members of the different Sub-Committees are appointed by the Minister for Education on the recommendations of the Advisory Board of Education. These members are appointed on the basis of their educational qualifications and experience of teaching one or more subjects. If one had experience as an author or as a member of a

Textbook Sub-Committee in the previous years, it is considered to be an additional qualification. Different Sub-Committees are merely smaller divisions of the Board. Their decisions become valid only after the approval of the entire Board.

How Books are Submitted

The syllabus and other specifications about the size, printing, type of paper to be used, and such other information as are relevant, are notified for the general guidance of the authors and publishers. The submitted books must be in conformity with the criteria laid down. At present, no procedure is laid down for the registration of publishers and no fee is charged from the authors and publishers for the submission of books. Books, in the form of manuscript, are invited from the authors and publishers. But, they may also submit typed or printed books. If the books were printed three copies of each are to be submitted. These books or manuscripts are to be sent to the Secretary of the Advisory Board of Education for Vindya Pradesh, situated in Rewa.

How Books are Selected

The textbooks received for consideration are initially scrutinised by a committee appointed by the Board. The members of the committee meet on appointed days in the office of the Board and discuss the suitability of books with reference to the following points :—

- (i) Conformity with the requirements of the syllabus.
- (ii) Number and suitability of illustrations.
- (iii) Size and type of paper.
- (iv) Quality of paper used.
- (v) Number of pages.
- (vi) Binding and general get-up.
- (vii) Price of the book.

The members do not use any specific "Review Form" while judging the relative suitability of different books. They form their individual opinion while going through the book. When they meet together in a meeting, they discuss the merits and demerits in detail and arrive at definite conclusions. It is in this manner that the books are selected. The members of the Committee are given a period of one month to make the selection. They are not paid any remuneration for this job.

The books selected by the Committee in this manner are reviewed and edited again by reputed educationists. These men are authorised to modify, alter or suggest the necessary improvements in the manuscripts or books to meet the needs of the syllabus and the time.

In case when the Board itself intends to publish an approved manuscript on behalf of the State Government, tenders are invited for the same, from private publishers. They may publish the books on a Royalty basis. But the copyright, rests with the Government. The approved publishers are required to deposit a hypothecated security of Rs. 1,000 for each book of Primary section, and Rs. 500 for each book of the Middle section. The publishers are required to submit six copies of the book as specimen copies. The title or cover page is supplied by the

Government on payment of cost which is not included in the price of the books.

Issue of Final List

The Secretary of the Board issues the final list of approved or prescribed books. The normal period of approval or prescription of books placed on the lists is three years. Ordinarily the list is not changed within this period except when the books are not available with the publishers or for very special reasons.

Specific Problems

The total number of students at all stages of education in this State, (upto the Middle Stage) is approximately five lakhs. Therefore, the number of books required in each subject is generally small. It is especially small in the higher classes. The comparative smallness of saleable books does not attract authors of quality and publishers of standing. This has restricted the choice of textbooks. The State has therefore started publishing its own textbooks in some of the subjects.

Under the above circumstances the prospects of sale are poor and it is not possible to pay the authors decently. Therefore, the State faces the problem of attracting qualitatively superior authors.

In the past, the State had no intention to publish its own textbooks as the number of students was very small and the books current in the neighbouring provinces were available to meet the need of the State.

It was in the year 1953 that the Advisory Board recommended that the Government have its textbooks published through its own initiative.

In 1955, a few experienced teachers in the different subjects were asked to write some books that needed to be changed. These authors were appointed by the Board. In 1955, nine Hindi and two English books were asked for, by the Government, on a competitive basis, from private publishers. The authors are both official and non-official. The number of authors per book in 1956 varied from one to five.

W E S T B E N G A L

With the establishment of the Board of Secondary Education in West Bengal under the West Bengal Act XXXVII of 1950, the duty of approving textbooks for classes VI to X of Secondary schools have been vested with that body. It is a statutory body. Besides approval of the textbooks for Secondary schools, it is also entrusted with the responsibility for the regulation, control and development of Secondary education throughout the State. No textbooks are prescribed for classes I and II but Picture Books are recommended for use in those classes. In classes III, IV and V, the Departmental Publications of "Kishalaya", containing Literature and Arithmetic, are prescribed. For other subjects, books written according to the Primary or Junior Basic syllabus are approved by the Director of Public Instruction in West Bengal. Before the establishment of the Board in 1950, the Director of Public Instruction had to approve all textbooks for Secondary schools. He appoints a Board

of Reviewers for examining all textbooks. The books include those in Napali and other tribal languages as well. He also approves books for Junior and High madrasahs. According to a long-standing practice, the Director of Public Instruction does not select and approve books for use in European schools. These are free to select their own books. Prize and library books for classes I to V are approved by the Director of Public Instruction. But the power of approving supplementary, library and prize books pertaining to classes VI to XI in Secondary schools is vested with the Board. The Board and the Director of Public Instruction approve a set of textbooks in conformity with the notified criteria. The option to select any one book out of them is left to the Heads of the respective Institutions who share this prerogative with their colleagues in different subjects.

Permanent Officers

Since the Board of Secondary Education has been superseded, all its authority is now vested with the Administrator appointed by Government. This is a different office from that of the Director of Public Instruction. In the selection and approval of textbooks, the Administrator is assisted by the Secretary of the Board and by a Special Officer appointed by him.

The Director of Public Instruction is assisted by the Secretary of the Textbook Committee. This designation still continues though the Committee has ceased to exist. This officer is a member of the Educational Service in West Bengal. However, he has been combining with his present office the post of that of the Registrar of Publications.

These officers are to ensure that the rules and regulations for the approval of textbooks are properly and faithfully observed.

Composition of Secondary Board of Education

The Board is now superseded and its authority is now exercised by the Administrator.

How Books are Submitted

During the first week of June each year, the Director of Public Instruction issues, in the Calcutta Gazette, the notifications concerning the date and procedure for the submission of textbooks in different subjects. While submitting books authors and publishers are asked to observe strictly, the notified criteria and specifications with reference to paper, illustrations, type-sizes, ink and such other details.

Until recently, only printed books were accepted for consideration. Now the publishers and authors, if they so desire, may submit type-written copies. Six printed or type-written copies of each book are submitted to the office of the Secretary to the Textbook Committee by the appointed date. Of these, four copies should contain no covers or title pages bearing the names of authors, publishers, or printers. Normally, a period of three months is given to the authors and publishers to submit their books.

The authors and publishers have to pay fees at the following rates while submitting their books

- (i) Rs. 15 per book for textbooks intended for Class V.
- (ii) Rs. 11 per book for textbooks intended for Classes III and IV.

- (iii) Rs. 6 per book for picture books intended for classes I and II. The same fee is excepted for prize, library and supplementary reading book. This category include book meant for juvenile reading. Reference books and those designed specially for the teachers are also to be submitted with the same fee.

Authors and publishers, even outside the State, are eligible to submit their books by paying the same fees. Books which are not submitted in accordance with the different prescribed rules and not accompanied by the requisite fees and declarations are not considered.

The books for use in the Secondary schools, are submitted to the Secretary of the Board of Secondary Education. The formalities observed by the Board are more or less similar to those in the Directorate of Education.

The fees, in these cases are charged at the under-mentioned rates :—

Books upto five forms (*i.e.*, 80 pages—size crown 8vo.) @ Rs. 25 per book and above five forms Rs. 40.

How Books are Selected

Books Intended for Primary Grades

The Textbook Committee ceased to function in 1950. After that the Director of Public Instruction has been appointing a board of three reviewers each, for each class, subject and language. These groups of three, are to function separately and independently of each other. Reviewers are often selected from amongst school teachers and professors from colleges and universities. Experts outside the educational institutions may also be selected as reviewers, but persons who are themselves writers of textbooks are excluded. On receipt of textbooks, the Secretary forwards them to the different reviewers separately. On completion of the review work, each reviewer independently submits his reports to the Secretary. The Secretary tabulates the results thus received. Then he places both the reports and the tabulated results before the Director of Public Instruction, for consideration. After a consideration of the reports, the Director of Public Instruction convenes a meeting of the Board of Reviewers. Besides the tabulated results, the books about which opinions have differed among the reviewers are carefully reviewed and discussed with due regard to observations, if any, made by the Director of Public Instruction. The Board of Reviewers then make its final recommendations. The Director of Public Instruction approves or disapproves the submitted books in the light of these recommendations.

Books Intended for Secondary school

With the supersession of the Secondary Board of Education the Administrator follows more or less the same procedure outlined above in the selection of textbooks for the Secondary school. The reviewers make specific recommendations as to the merits or demerits of a book. The Director of Public Instruction or the Administrator can, at this discretion, override or reverse the recommendations of the Reviewers. But such occasions seldom arise.

In so far as the Directorate is concerned, the Secretary of the Textbook Committee is further empowered to reject, in the initial stage, books which are obviously unsuitable. The list of the rejected books is, however,

submitted to the Director of Public Instruction, for ratification. Though this procedure is theoretically permissible, it is rarely exercised in practice.

Usually the remuneration of the reviewers varies from Rs. 3 to Rs. 5 per book, depending upon the nature and grade of the book submitted.

The Board of Secondary Education sanctions a remuneration of Rs. 6 in the case of books below five forms and Rs. 10 per book in the case of books above five forms.

Reviewers' Form

Class.....

Name of the book.....

Certificate

The contents of this report have been kept confidential and my report has not been in any way influenced by canvassing.

Member/Co-opted member,
West Bengal Textbook Committee.

Dated.....

Detailed review

1. Syllabus : Does the book present the subject in an interesting way appropriate to the students, who will use it and does it cover the syllabus ?
2. Are there any mistakes of style, grammar or fact ?
3. Is the book unsuitable because of its political or communal bias or unacceptable moral values ?
4. Printing, paper and binding :—
 - (a) Is the type selected suitable ?
 - (b) Is the paper of the right colour ?
 - (c) Is the ink satisfactory ?
 - (d) Point out printing mistakes, if any.
 - (e) Are there instances of careless press-work ?
 - (f) Is the binding satisfactory ?
5. Illustrations :—
 - (a) Are they half-tones or line-blocks or both ?
 - (b) Are they clearly represented ?
 - (c) Are they interesting and relevant ?
 - (d) Are there any maps or diagrams ? If so, are they correct and illustrative ?
6. Final opinion of the reviewer—The reviewer should clearly state whether in his opinion the book reaches such a standard of excellence in content, presentation and form as to be suitable as a textbook.

Member/Co-opted member,
West Bengal Textbook Committee

Dated.....

Issue of Final List

After a consideration of the recommendations of the Board of Reviewers the Director of Public Instruction or the Administrator publishes in the Calcutta Gazette, a list of approved books. The number of approved books in each subject, for each class, does not ordinarily exceed 30. But the Director of Public Instruction or the Administrator may sometimes allow a relaxation in this number on the recommendation of the concerned Board of Reviewers. The Government and the recognised institutions are required to select textbooks from out of the approved list. If this requirement were not adhered to, the School may forfeit its grant-in-aid, and scholarship rights and exclusion of students from competition for a Government scholarship. In extreme cases, even a withdrawal of recognition may be effected.

Before 1950 the books for Primary classes were approved for a period of five years. But after 1950 books are being approved on a yearly basis. However, the State Government is contemplating the possibility of publishing all books for Primary classes through the departmental machinery.

The books intended for use in the Secondary school are approved for a minimum of three and a maximum of five years.

Sometimes the Board of Reviewers recommend a book for approval on condition that some minor additions or alterations in the text are made later. The Secretary of the Textbook Committee conveys to the author or publisher of the book, the modifications suggested by the reviewers. If the author or publisher is willing to carry out such suggestions, he is requested to resubmit the book after it had been duly corrected. If the book were found to be in order, it is then added to the list of approved books.

During the time of its approved period, if the book were found to deteriorate in its get-up and paper, or if there were additions and alterations made without the prior sanction of the Director of Public Instruction, or if there were errors of inclusion and exclusion of subject matter in the text of an approved book, it is liable to be removed forthwith from the list of approved books.

Specific Problems

No special problem has been experienced by the State in the selection of textbooks. The State is considering a proposal to publish all textbooks for the Primary classes through the departmental machinery. The publication of the departmental textbook entitled "Kishalaya", Parts I, II and III, (combined primer on Literature and Arithmetic) for classes III, IV and V is the first step towards this venture. As these books were sold at cost price, they are well within the means of a large number of pupils. In those areas where compulsory Primary Education has been introduced books are distributed free of cost to the children.

APPENDIX—A

Agencies Responsible for the Selection of Textbooks

<i>S. No.</i>	<i>Name of the State</i>	<i>Agencies and Sub-Agencies.</i>	<i>Juris-diction</i>	<i>Functions</i>
1	2	3	4	5
1	Ajmer	No Textbook Committee Advisory Board for Nationalisation of Textbooks	I to VIII classes	(a) To recommend schemes for progressive nationalisation of textbooks in different subjects. (b) To suggest changes in Curriculum.
2	Andhra	Textbook Committee	Up to Secondary level	(a) To select suitable books up to the Secondary grade level for all schools except the Anglo-Indian schools. (b) To advise the D.P.I. regarding preparation of new textbooks. (c) To maintain a library of blocks of good illustrations for loaning to authors and publishers. (d) To build up an educational library of different textbooks prescribed in the State.
3	Assam	Textbook Committee	Primary Middle High schools	(a) To select suitable textbooks; (b) To select manuscripts for State produced textbooks.
4	Bhopal	Textbook Committee	Up to VIII Class	(a) To select manuscripts for State Textbooks. (b) To select textbooks which are not nationalised.

1	2	3	4	5
5	Bihar	Textbook and Educational Literature Committee	Primary, Middle and Secondary schools	<p>(a) To produce and distribute textbooks on behalf of the Government.</p> <p>(b) To select textbooks which are not nationalised.</p> <p>(c) To maintain a library of blocks for good illustrations.</p> <p>(d) To build—up a library of textbooks prescribed in the State.</p>
6	Bombay	Textbook Committee for different regional languages Textbook Coordination Committee	Secondary schools	<p>To assist the Director in the selection of suitable textbooks.</p> <p>To maintain a uniform standard in the scrutiny of different textbooks.</p>
7	Coorg	Textbook Committee	Primary, Middle, Secondary schools	To select textbooks.
8	Delhi	Textbook Committee	Primary, Middle, departments	<p>(a) To select textbooks.</p> <p>(b) To prescribe curricula and syllabi.</p>
9	Himachal Pradesh	Textbook Committee	Primary, classes	To select textbooks.
10	Hyderabad	Central Textbook Committee	Primary, Lower and Higher classes	To select textbooks.

<i>S. No.</i>	<i>Name of the State</i>	<i>Agencies and Sub-Agencies</i>	<i>Jurisdiction</i>	<i>Functions</i>
1	2	3	4	5
10	Hyderabad (Contd.)	A separate Committee for selecting textbooks for Training schools	Secondary schools	
11	Jammu & Kashmir	Research and Publication Department	First eight classes	To help take decisions on selection, prescription and production of textbooks.
12	Kutch	Textbook Committee	Primary, and Secondary schools	To select textbooks.
13	Madhya Pradesh	Committee of Courses. Curriculum Committee. Committees of Reviewer.	Up to High School classes	To select textbooks. To produce State textbooks. Responsible for the selection of lessons and their editing.
14	Madras	Textbook Committee	Primary, Secondary Training Schools	(a) To select textbooks for the Elementary, Secondary and Training schools, but not for Anglo-Indian schools. (b) To advise the Department of Education in the preparation and publication of new textbooks. (c) To build up a library of prescribed textbooks.
15	Manipur	No Textbook Committee Special Committee is appointed for the purpose	III to VIII classes	To select textbooks.

1	2	3	4	5
16	Mysore	Textbook Board	Primary, Middle and High schools	To select textbooks.
17	Orissa	No Textbook Committee Director of Education is vested with the authority to select school textbooks	Primary, and Middle schools	
18	Pepsu	Advisory Board of Education	Primary, and Middle schools	(a) To advise the State in the selection and prescription of textbooks. (b) To advise a progressive nationalisation of textbooks.
19	Punjab	High Level Committee	I to VIII classes	(a) To select textbooks which are not nationalised. (b) To plan and produce State textbooks.
20	Rajasthan	No permanent Textbook Committee Ad-hoc Textbook Committee	I to VIII classes	(a) To select textbooks which are not nationalised. (b) To plan and produce State textbooks.
21	Saurashtra	Textbook Committee	Primary, and Secondary schools	To select textbooks.

<i>S. No.</i>	<i>Name of the State</i>	<i>Agencies and Sub-Agencies</i>	<i>Juris-diction</i>	<i>Functions</i>
1	2	3	4	
22	Travancore-Cochin	Textbook Committee	Primary, Middle and High classes	Responsible for planning, preparation, scrutiny, selection and publication of textbooks.
23	Tripura	Textbook Committee	Primary, Secondary schools	To select textbooks.
24	Uttar Pradesh	No Textbook Committee Advisory bodies in different subjects.	I to V class books nationalised VI to VIII	To select textbooks.
25	Vindhya Pradesh	No Textbook Committee Sub-Committees for different subjects	Primary, and Middle schools	(a) To select textbooks. (b) To advise in the preparation and production of textbooks.
		Director of Education with the help of reviewers	Primary, classes	To select textbooks.
26	West Bengal	Administrator with the help of reviewers.	Secondary schools	To select textbooks.

APPENDIX—B

The Officers Responsible for the Selection of Textbooks

<i>S. No.</i>	<i>Name of the State</i>	<i>Officers associated</i>	<i>Their main functions</i>
1	2	3	4
1	Ajmer	Director of Education Secretary of the Advisory Board	Chairman of the Advisory Board for Nationalisation of textbooks. Assists the Director of Education in the selection and production of textbooks.
2	Andhra	Director of Public Instruction	President of the Textbook Committee. Executive authority in matters concerning Textbook selection.
3	Assam	Director of Public Instruction Secretary, Textbook Committee	Ex-officio President of the Textbook Committee. Executive authority in matters of textbook selection. Assists the Director of Public Instruction in the proper observance of rules and regulations in this field.
4	Bhopal	Director of Education Secretary, Textbook Committee	President of the Textbook Committee. Executive authority in matters of textbook selection and production. Assists the Director of Education in observance of strict rules and procedures in this regard.
5	Bihar	Director of Public Instruction Secretary, Textbook and Educational Literature Committee.	Ex-officio Chairman of the Textbook and Educational Literature Committee. Supervises to see that books are produced and published according to the procedures laid by the Committee.

1	2	3	4
5	Bihar (<i>Contd.</i>)	Educational Literature Officer Officer Educational Publication Officer Officer	Works as the Assistant Secretary of the Committee. Supervises the printing of books.
6	Bombay	Director of Education Secretary, Textbook Com- mittee for different regional languages	Ex-officio President of the Textbook Coordination Com- mittee. Executive authority in matters of textbook selection and sanctioning. Assists the Director of Education in the formulation and execution of policies and procedures relating to textbook selection and prescription.
7	Coorg	State Education Officer	Ex-officio Chairman of the Textbook Committee. Responsible for the preparation and publication of the lists of approved books.
8	Delhi	Director of Education District Inspector of Schools	Ex-officio Chairman of the Textbook Committee. Ex-officio Secretary of the Textbook Committee. Convener of all meetings and Executive officer in matters relating to textbooks.
9	Himachal Pradesh	Deputy Director of Educa- tion	Responsible for the selection and prescription of textbooks. Executive authority for all matters relating to textbooks.
10	Hyderabad	Director of Public Instruc- tion	Ex-officio Chairman of the Textbook Committee.

S. No.	Name of the State	Officers associated	Their main functions
1	2	3	4
10	Hyderabad (<i>Contd.</i>)	Secretary, Textbook Committee	To assist the Director of Public Instruction in enforcing rules and procedures governing the selection of textbooks. Acts as a Convener of the Textbook Committee and all Sub-Committees.
11	Jammu & Kashmir	Director of Education	Executive authority in matters of Textbook production in the State. Head of Research and Publication Department.
12	Kutch	Director of Education	Chairman of the Textbook Committee.
13	Madhya Pradesh	Education Secretary to the Government of Madhya Pradesh Director of Public Instruction	Chairman, Special Textbook Committee. Acts as a member of Special Textbook Committee.
14	Madras	Director of Public Instruction Secretary to Commissioner of Examinations acts as the Secretary	Ex-officio President of the Textbook Committee. To see that selection of textbooks is made in conformity with prescribed rules.
15	Manipur	Inspector of Schools, Manipur	Executive authority for the selection of textbooks.
16	Mysore	Director of Public Instruction	Ex-officio Chairman of Textbook Board.
17	Orissa	Director of Education	Executive authority for the selection of textbooks.

1	2	3	4
17	Orissa (<i>Contd.</i>)	1st Assistant to the Director of Education acts as the Secretary	To see that relevant rules are observed for the selection of textbooks.
18	Pepsu	Director of Public Instruction Deputy Director of Education	(a) Executive authority for the selection of textbooks. (b) Acts as the Vice-Chairman of the Advisory Board of Education. (a) Acts as the Secretary to the Advisory Board of Education. (b) Assists the Director of Public Instruction in the selection of textbooks.
19	Punjab	Director of Public Instruction Officer Incharge of Nationalisation of books	Executive authority for the prescription and production of textbooks. Assists the Director of Public Instruction in connection with Nationalisation of Textbooks.
20	Rajasthan	Director of Public Instruction	Executive authority for the selection of textbooks.
21	Saurashtra	Director of Education	Executive authority for the selection of textbooks.
22	Travancore-Cochin	Director of Public Instruction Special Officer for Textbooks	President of the Textbook Committee. Acts as Secretary to the Textbook Committee. Assists the Director of Public Instruction in work connected with textbooks.

<i>S. No.</i>	<i>Name of the State</i>	<i>Officers associated</i>	<i>Their main functions</i>
1	2	3	4
23	Tripura	Director of Education Inspector of Schools	(a) Executive authority for the selection of textbooks. (b) Acts as the Ex-officio President of the Textbook Committee. Acts as the Secretary of the Textbook Committee.
24	Uttar Pradesh	Director of Education Officer on Special Duty Assistant Officer	Executive authority for the selection and production of textbooks. Assist Director of Education for the production of textbooks.
25	Vindhya Pradesh	Minister for Education Secretary, Education Board, Vindhya Pradesh (Not below the rank of the District Inspector of Schools)	Acts as Chairman, Education Board, Vindhya Pradesh. Acts as Secretary to the Education Board, to see that selection and production of books is done in conformity with rules prescribed.
26	West Bengal	Director of Education Secretary (Textbook Committee, now defunct) Administrator	Executive authority for the selection and production of textbooks (Primary education). Assists the Director of Education in the selection of textbooks. Executive authority for the selection of textbooks for Secondary schools.

Personnel of Textbook Committees

S. No.	State	Textbook Committee		Sub-Committees	
		Number of members	Tenure	Nature and No. if any	Tenure
1	2	3	4	5	6
1	Ajmer	15	Permanent Body	Sub-Committees for different subjects and languages	<i>Ad hoc</i> basis
2	Andhra	25 (Excluding the President and the Vice-President)	3 years	Sub-Committees for different subjects or languages	<i>Ad hoc</i> basis
3	Assam	25 (Excluding the D.P.I.)	3 years	Sub-Committees for different subjects	<i>Ad hoc</i> basis
4	Bhopal	...	3 years	18	3 years
5	Bihar	6	3 years	Expert Committees in different subjects	<i>Ad hoc</i> basis
6	Bombay	15	1 year	For different regional languages	1 year
7	Coorg	10	3 years	(Except Special Committee for Hindi books)	3 years
8	Delhi	32	3 years	Sub-Committees for different subjects (12)	3 years

DIX—C

and Reviewing Bodies

<i>Nature of action</i>		<i>Reviewers</i>		<i>Remuneration</i>
<i>Prescribe books</i> 7	<i>Approve books</i> 8	<i>Number</i> 9	<i>Time given</i> 10	
...	Yes	Equal to the strength of different Sub-Committees	No time fixed	Each book : Rs. 20
...	Yes	2	1 month	For Primary grade books : Rs. 3 For grades of High School and Training School books Rs. 6 Books in the form of Manuscripts : Rs. 20
...	Yes	3 to 5	3 months	...
...	Yes	Members of Sub-Committees act as reviewers	No time fixed	...
Yes (in case of nation-allised books)	Yes	2	3 months (not rigidly fixed)	For first review per page : As. -/8/- Second review per page : As. -/6/-
Yes (in case of nation-allised books)	Yes	2	3 months	For Primary and Secondary Grade books : Rs. 4 For Primary Training College books : Rs. 6
Yes	Yes	Members of Textbook Committee act as reviewers (10)	15 days	...
Yes	Yes only in the case of parallel books)	5	1 month	Each book : Rs. 10

S. No.	State	Textbook Committee		Sub-Committees	
		Number of members 3	Tenure 4	Nature and No. if any 5	Tenure 6
9	Himachal Pradesh	6	Permanent	Textbook Committee divides into sub-Committees if number of textbooks is large (12)	...
10	Hyderabad	11	3 years (coopted members one year)	Sub-Committees for different subjects and languages (15)	3 years
11	Jammu and Kashmir	14	Not specified	Sub-Committees appointed whenever needed	...
12	Kutch	12 plus a few coopted members	3 years	Textbook Committee divides into Sub-Committees whenever needed	...
13	Madhya Pradesh	Board of Studies for different subjects	...
14	Madras	25	3 years	Sub-Committees for different languages and subjects	3 years
15	Manipur	...	Ad-hoc basis
16	Mysore	15 (Textbook Board)	3 years	Steering Committees	Ad-hoc basis
17	Orissa

Nature of action		Reviewers		Remuneration	
Prescribe books 7	Approve books 8	Number 9	Time given 10	11	
Yes	...	Members of Textbook Committee act as reviewers	Not fixed	Each book :	Re. 1
...	Yes	Members of Sub-Committees act as reviewers (4 to 6)	1 month	Each book :	Rs. 3
Yes
Yes
Yes (in case of nationalised books)	Yes	Members of Board of Studies act as reviewers (3 to 5)	Not fixed
...	Yes	Members of Sub-Committees act as reviewers (2)	...	Each book : Books in the form of manuscripts.	Rs. 3 to 6 Rs. 20
Yes	...	Members of Textbook Committee act as reviewers
Yes	...	3	Not fixed	Primary Grade books : Middle and High School Grade books : Books in the form of manuscripts :	Rs. 3 Rs. 5 Rs. 20
Yes	In Hindi and Urdu classes VIII downwards	3 to 4	5 to 6 weeks	Each book :	Rs. 5

S. No.	State	Textbook Committee		Sub-Committee	
		Number of members	Tenure	Nature and No. if any	Tenure
1	2	3	4	5	6
18	Pepsu	15 (Advisory Board of Education)	Not fixed (at the pleasure of the Government)	Sub-Committees in different subjects whenever needed	<i>Ad hoc</i> basis
19	Punjab	High Level Committee (3) Board of Education (15)	Permanent	Textbook Committees for different subjects and languages	...
20	Rajasthan	7	Ad-hoc basis
21	Saurashtra	Varies from time to time	Ad-hoc basis
22	Travancore-Cochin	14	One year	Expert Subject Committee	One
23	Tripura	14	3 year	No Sub-Committees for different subjects but for Primary and Secondary Grades. (2)	3 year
24	Uttar Pradesh

<i>Nature of action</i>		<i>Reviewers</i>		<i>Remuneration</i>	
<i>Prescribe books</i>	<i>Approve books</i>	<i>Number</i>	<i>Time given</i>		
7	8	9	10	11	
Yes (In case of books adopted from Punjab)	Yes	3	Varies with different books (Generally 15 to 25 days)	Each book :	Rs. 35
Yes	...	3
Yes (In case of nationalised books)	Yes	7	7 days	Each book :	Rs. 5
...	Yes	Reviewers besides members of Text-book Committee who act as reviewers	Not fixed	Book of 100 pages	Rs. 4
				Book above 100 pages	Rs. 6
Yes (In case of nationalised books)	Yes	3 members of Expert Committees act as reviewers	One month	Each book :	Rs. 3
...	Yes
Yes (Primary Grades)	Yes (Secondary Grades)	3	3 to 4 months	Not fixed	

<i>S. No.</i>	<i>State</i>	<i>Textbook Committee</i>		<i>Sub-Committee</i>	
		<i>Number of members</i>	<i>Tenure</i>	<i>Nature and No. if any</i>	<i>Tenure</i>
1	2	3	4	5	6
25	Vindhya Pradesh	8 Advisory Board for Education	3 years	Sub-Committees for different subjects	Adhoc basis
26	West Bengal

<i>Nature of action</i>		<i>Reviewers</i>		<i>Remuneration</i>	
<i>Prescribe books</i>	<i>Approve books</i>	<i>Number</i>	<i>Time given</i>		
7	8	9	10	11	
Yes (for nation- alised books)	Yes	Varies with different subjects	One month	...	
...	Yes	3	Varies from time to time	For Primary grades Secondary grades below 5 forms Above 5 forms	Rs. 3-5 Rs. 6 Rs. 10

APPEN
Conditions Laid by the Govern

S. No.	State	Form of books received			Time allowed for submission of books
		Manuscript	Printed	Manuscripts and printed	
1	2	3	4	5	6
1	Ajmer	Yes	3 months
2	Andhra	Yes	3 months
3	Assam	Yes	9 months
4	Bhopal	(Only in case of local authors)	Yes	...	1 month
5	Bihar	Yes	2 to 6 months
6	Bombay	Yes (Printed of finally selected)	Yes	...	More than 6 months
7	Coorg	...	Yes	...	15 days
8	Delhi	Yes	3 to 4 months
9	Himachal Pradesh	...	Yes	...	3 months
10	Hyderabad	...	Yes	...	3 to 4 months

DIX—D

ment for Inviting Textbooks

What publishers and authors have to pay

<i>Registration fee if any</i>	<i>Scrutiny fee or Review fee</i>	<i>Submission Fee and other charges if any</i>
7	8	9
...	For each textbook : Rs. 50 For each guide book for teachers Rs. 25	...
Rs. 400	Each book ranges : Rs. 8 to 25 For textbooks prescribed in other States. Half scrutiny Fee.	Fee Manuscripts each book : Rs. 125
...	Each book ranges : Rs. 5 to 10	...
...	Per set of books—Classes I to VIII : Rs. 80 For each book. : Rs. 10	...
...	Per page per book. : Rs. 1 For classes X & XI : Nil	For incidental charge per book for Pri- mary and Secondary Textbooks : Rs. 2
...	Classes I to VII per book : Rs. 20 Classes VIII to XI and Primary Training Colleges per book : Rs. 25	...
...
...	...	Submission fee per book : Rs. 45
...	...	Submission fee per book : Rs. 20 and also royalty of 5% on gross sale proceeds.
For publishers : Rs. 100	Books for Primary Classes each : Rs. 2	...
For Authors : Rs. 50	Books for Training Schools each : Rs. 5 Books for Secondary Classes each. Rs. 25	

S. No.	State	Form of books received			Time allowed for submission of books
		Munuscript	Printed	Manu- cripts and printed	
1	2	3	4	5	6
11	Kashmir	...	Yes	...	Not fixed
12	Kutch	...	Yes
13	Madhya Pradesh	Yes (in excep- tional cases)	Yes	...	4 months
14	Madras	3 months
15	Manipur	...	Yes	Yes	Not fixed
16	Mysore	At least one month
17	Orisa	Yes (designs of pictorial illustrations)	...	Yes	2 to 3 months
18	Pepsu	Yes	Varies with different books
19	Punjab	...	Yes	...	6 to 12 months
20	Rajasthan	Yes (only science books)	...	Yes (except science books)	6 months
21	Saurashtra	Yes	Not fixed
22	Travancore-Cochin	...	Yes	...	1 month
23	Tripura	...	Yes

What publishers and authors have to pay

<i>Registration fee if any</i>	<i>Scrutiny fee or Review fee</i>	<i>Submission Fee and other charges if any</i>
7	8	9
...
...
...
Rs. 400	Class I to VIII or below per book : Rs. 8 X to XI classes and Training Schools per book. Rs. 25 For books already approved in other States : Half fees	For Manuscripts or Type scripts per book : Rs. 125
...
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		<i>Manuscript</i>	<i>Printed</i>	<i>Manuscript and printed</i>	
1	2	3	4	5	6
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