

Mwongozo wa Moescience Smart Library

Mfumo wa maktaba kwa shule: simamia vitabu, wanafunzi, kukopa na kurudisha, faini na ripoti — kwa simu au kompyuta, hata bila intaneti.

Yaliyomo

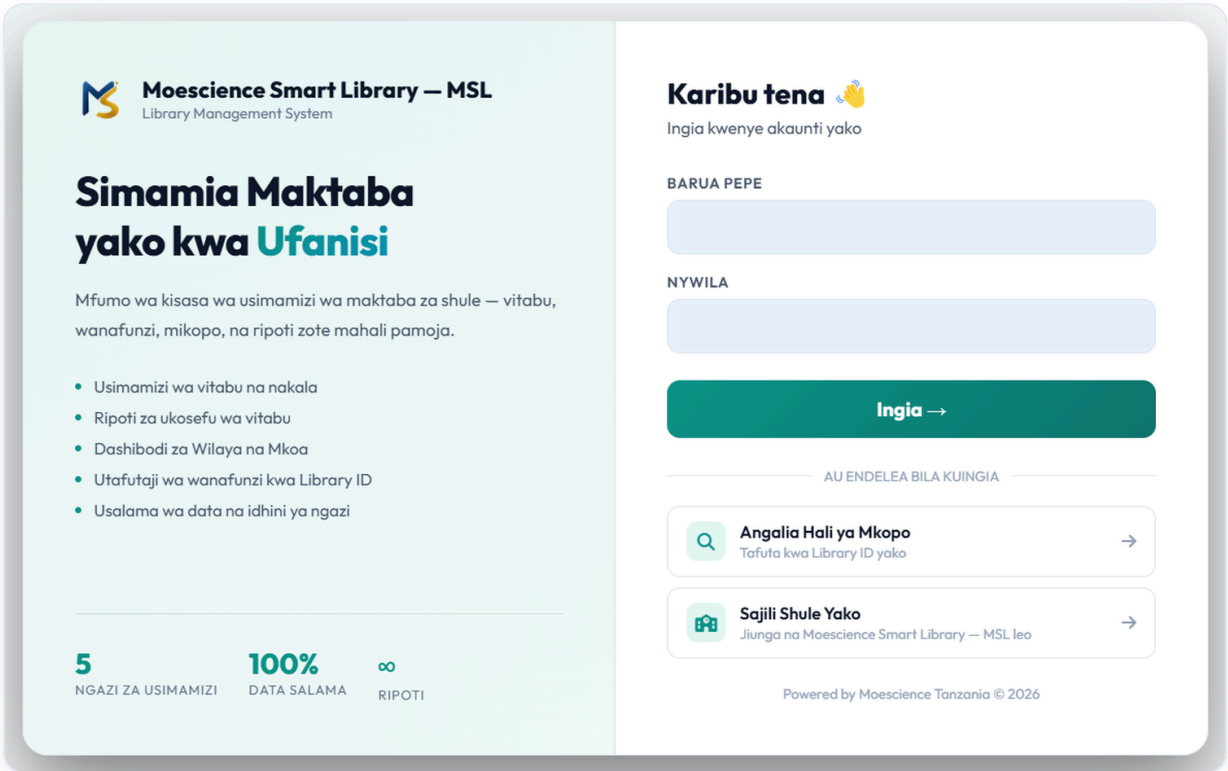
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1. Kuanza

Moescience Smart Library (MSL) ni mfumo wa kusimamia maktaba ya shule: vitabu na nakala zake, wanafunzi na wanachama wengine, kukopa na kurudisha, faini, na ripoti kwa mkutubi, afisa wa elimu na msimamizi.

Kuingia

- 1. Fungua **library.moescience.com** kwenye kivinjari.
- 2. Andika barua pepe na nenosiri ulilopewa, kisha bonyeza **Ingia**.
- 3. Ukikosea nenosiri mara **5** mfululizo, mfumo unakuzuia kwa dakika **15** ili kulinda akaunti. Subiri kisha jaribu tena.



Ukurasa wa kuingia

Nani anaona nini

Jukumu	Anachofanya
Mkutubi	Anasimamia maktaba ya shule yake: wanafunzi, wanachama, vitabu, kukopa/kurudisha, faini, ripoti.
Afisa wa Wilaya / Mkoa / Taifa	Anaona dashibodi ya shule za serikali zilizo ndani ya eneo lake (kusoma tu): hali ya vitabu na upungufu.

Jukumu	Anachofanya
Admin	Anasimamia shule zote, watumiaji, mipango (plans), mikoa na mipangilio ya mfumo. Anaweza pia 'kuangalia kama shule' kuona kile mkutubi anachokiona.

Menyu

Kwenye kompyuta menyu iko upande wa kushoto; kwenye simu ipo chini ya skrini na kitufe cha **Zaidi** kinafungua menyu kamili. Kila mtumiaji anaona tu vipengele vinavyomhusu. Menyu ya mkutubi ina:

Menyu	Kazi
Dashboard	Muhtasari wa maktaba na michoro.
Students / Library Members	Wanafunzi, na walimu/wafanyakazi/wengine.
Books	Vitabu na nakala zake.
Borrows	Kukopesha, kurudisha, historia na vitabu vilivyopotea.
Library Cards	Kadi za maktaba (kuchapisha).
Vilivyochelewa	Vitabu vilivyopita tarehe ya kurudishwa.
Takwimu	Uchambuzi wa kina wa matumizi.
Foleni ya Vitabu	Maombi ya vitabu (reservations).
Bingwa wa Kusoma	Wasomaji bora (leaderboard).
Kumbukumbu	Rekodi ya kila kilichofanyika (audit log).
Shortage Report	Upungufu wa vitabu kwa darasa.
Print Reports	Ripoti za kuchapisha.
Student Lookup	Ukurasa wa mwanafunzi kuangalia hali yake.
Mipangilio	Mipangilio ya maktaba.

💡 Unaweza kubadilisha lugha (Kiswahili/English) kutoka juu ya mfumo. Chaguo lako linahifadhiwa.

2. Wanafunzi na wanachama

Kabla ya kukopesha, mtu lazima awe amesajiliwa. **Wanafunzi** wana ukurasa wao; walimu, wafanyakazi na watu wa nje wanasajiliwa kama **Wanachama**.

Kuongeza mwanafunzi

- 1. Nenda **Wanafunzi** kisha bonyeza kitufe cha kuongeza.
- 2. Jaza jina kamili, darasa na Library ID (namba ya maktaba).
- 3. Hifadhi. Mwanafunzi sasa anaweza kukopa.

Kuongeza mwalimu, mfanyakazi au mtu wa nje

- 1. Nenda **Wanachama** na ongeza mwanachama mpya.
- 2. Chagua aina: mwalimu, mfanyakazi au nje, kisha jaza jina na namba yake ya maktaba.

Library Members

SWDark

Library ID, Full Name...

All Types

Wanaofanya Kazi

Bulk Upload

Add Member

Showing 1-40 of 272 members

LIBRARY ID	FULL NAME	SEX	TYPE	CLASS/BATCH	CONTACT	STATUS	ACTIONS
		M	TEACHER	—	—	ACTIVE	
		F	STUDENT	Form III	—	ACTIVE	
		M	STUDENT	Form IV	—	ACTIVE	
		F	STUDENT	Form III	—	ACTIVE	
		F	STUDENT	Form III	—	ACTIVE	
		M	STUDENT	Form II	—	ACTIVE	
		F	STUDENT	Form IV	—	ACTIVE	
		M	STUDENT	Form IV	—	ACTIVE	
		M	STUDENT	Form II	—	ACTIVE	
		M	STUDENT	Form II	—	ACTIVE	
		F	STUDENT	Form II	—	ACTIVE	
		F	STUDENT	Form III	—	ACTIVE	
		F	STUDENT	Form II	—	ACTIVE	

Library Members: orodha ya wanafunzi, walimu na wanachama wengine (majina yamefichwa)

⚠ Mwanafunzi au mwanachama asiye hai (inactive) hawezi kukopa. Hakikisha hali yake ni 'hai' kabla ya kumhudumia.

Kadi ya maktaba

Ukurasa wa **Kadi ya Maktaba** unakuwezesha kutengeneza na kuchapisha kadi zenye namba ya mwanafunzi ili kukopa kwa haraka kwa kuscan.

3. Vitabu na nakala

Kila kitabu kina **nakala** (copies) moja au zaidi. Kila nakala ina msimbo wake wa kipekee, kwa mfano CIV-FIV-001-03, ili ujue hasa nakala ipi imekopwa na nani.

Kuongeza kitabu

- 1. Nenda **Vitabu** na bonyeza kuongeza kitabu.
- 2. Jaza jina, mwandishi, ISBN (kama ipo), kundi na idadi ya nakala.
- 3. Hifadhi. Mfumo unatengeneza nakala zote na misimbo yake.

Ukiwa na vitabu vingi vya kuingiza kwa mara moja, tumia kipengele cha **Batch** (kuingiza vitabu kwa wingi).

Moesence Smart Library

MSL

Dashboard

Schools

Students

Library Members

Books

Borrows

Library Cards

Vilivyochelewa

Takwimu

Faleni ya Vitabu

Bingwa wa Kusoma

Kumbukumbu

Shortage Report

Print Reports

Student Lookup

Mipangilio

MUHTASARI

Wanafunzi 248

Toka

Books

SW Dark

Search by title, subject, author: Class: All Category: All

Bulk Upload Add Book

Showing 1-40 of 208 books

BOOK ID / ISBN	SUBJECT	CLASS	TITLE	AUTHOR	PUBLISHER	YEAR	COPIES
ADDMAT-FI-001	Additional Mathematics	Form I	Additional Mathematics for secondary schools Student's Book form One	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	51 avail 20 out 1 dmg / 72
ADDMAT-FII-001	Additional Mathematics	Form II	Additional Mathematics for secondary schools Student's Book form Two	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	73 avail / 73
ADDMAT-FIII-001	Additional Mathematics	Form III	Additional Mathematics for secondary schools Student's Book form Three	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	73 avail / 73
ADDMAT-FIV-001	Additional Mathematics	Form IV	Additional Mathematics for secondary schools Student's Book form Four	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	94 avail / 94
KIOCHA-TG-006	Agriculture	Form I	Agriculture for secondary school Teacher's guide Form one	Tanzania Institute of Education (TIE) Tg	Tanzania Institute of Education (TIE)	2023	4 avail / 4
AGR-FII-001	Agriculture	Form II	Agriculture for secondary schools student's book form two large print	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	1 avail / 1
ARA-TG-001	Arabic Language	Form I	Arabic for secondary schools Teachers guide form one	Tanzania Institute of Education (TIE) Tg	Tanzania Institute of Education (TIE)	2023	1 avail / 1
BASHMAT-FI-001	Basic Mathematics	Form I	Basic Mathematics for secondary schools Student's Book form One	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2021	8 avail 24 out / 30
MAT-FI-001	Basic Mathematics	Form I	Basic mathematics for secondary schools student&#amp;#039;s book form one (Mtaala mpya)	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	124 avail 62 out / 186
BASHMAT-FI-004	Basic Mathematics	Form I	Essential Mathematics Pupil's Book 1	B. Solomon G.G.Bukwell	Longman	1995	3 avail / 3
Basic	Mathematics for secondary schools Student's			SCSILE M&#amp;#039;EVT	SCSILE M&#amp;#039;EVT		

Orodha ya vitabu na nakala

Hali za nakala

Hali	Maana
Inapatikana (available)	Iko kwenye rafu, inaweza kukopwa.
Imekopwa (borrowed)	Iko kwa mwanafunzi/mwanachama. Hubadilika yenyewe kitabu kikikopwa au kurudishwa.
Imeharibika (damaged)	Haipatikani kukopwa hadi irekebishwe.

Hali	Maana
Imepotea (lost)	Haipatikani; inabaki hivyo hadi ipatikane tena.

✓ Unaweza kubadilisha hali ya nakala (inapatikana / imeharibika / imepotea) kwenye ukurasa wa Vitabu. Nakala iliyokopwa haiwezi kubadilishwa kwa mkono — irudishwe kwanza. Nakala yenye borrow ambayo haijarudishwa haiwezi kuwekwa 'inapatikana'.

Upungufu wa vitabu

Ukurasa wa **Shortage Report** unalinganisha idadi ya nakala na idadi ya wanafunzi wa darasa (ratio), ili ujue masomo na madarasa yenye uhaba. Tabu: **Vitabu Vyote, Zenye Ratio** na **Upungufu**. Kila kitabu kina alama: GOOD, FAIR au SHORTAGE, na unaweza kuchapisha kwa kitufe cha **Print**.

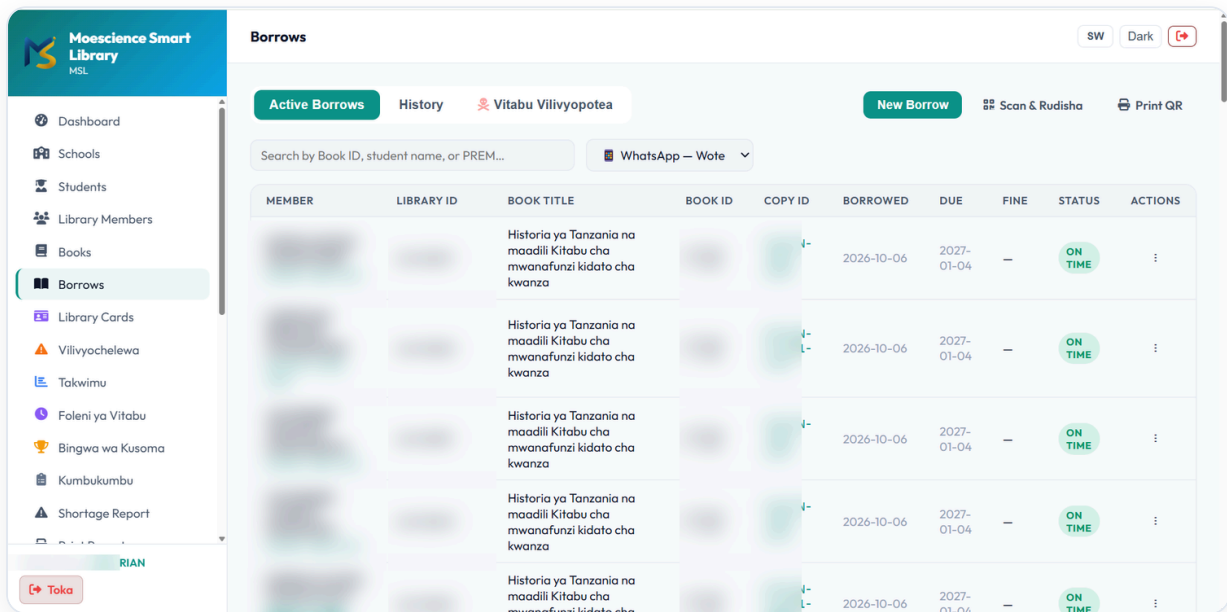
S/N	BOOK TITLE	CLASS	AUTHOR	PUBLISHER	MWAKA	COPIES	STUDENTS	RATIO	PENGU/ZIADA	REMARK
1	Basic mathematics for secondary schools student's book form one (Mtaala mpya)	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	186	49	1:1	↑ Ziada: 137	GOOD
2	Mathematics for secondary school student's book form one (Mtaala mpya)	Form II	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	105	51	1:1	↑ Ziada: 54	GOOD
3	Biology for secondary schools student's book form one (Mtaala mpya)	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	84	49	1:1	↑ Ziada: 35	GOOD
4	Biology for secondary school student's book form one (Mtaala mpya)	Form II	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	120	51	1:1	↑ Ziada: 69	GOOD
5	Business studies for secondary schools student's book form one	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	34	49	1:2	↓ Pengo: 15	GOOD
6	Business studies for secondary school student's book form one	Form II	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	39	51	1:2	↓ Pengo: 12	GOOD
7	Chemistry for secondary schools student's book form one (Mtaala mpya)	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	84	49	1:1	↑ Ziada: 35	GOOD
8	Chemistry for secondary school student's book form one	Form II	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	144	24	1:1	↑ Ziada: 120	GOOD
9	Computer Applications for secondary schools	Form III	TIE	TIE	2024	14	85	1:7	↓ Pengo: 29	SHORTAGE
10	English for secondary school student's book form one	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	65	49	1:1	↑ Ziada: 16	GOOD
11	English for secondary school student's book form one	Form II	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	41	51	1:2	↓ Pengo: 10	GOOD
12	Geography for secondary schools student's book form one	Form I	Tanzania Institute of Education (TIE)	Tanzania Institute of Education (TIE)	2023	19	49	1:3	↓ Pengo: 6	FAIR

Shortage Report: ratio na upungufu kwa kila kitabu

4. Kukopa na kurudisha

Kumkopesha mtu kitabu

1. Nenda **Borrows** kisha bonyeza **New Borrow**.
2. Tafuta mwanafunzi/mwanachama kwa jina au namba, au scan kadi yake.
3. Chagua kitabu na nakala (au scan msimbo wa nakala). Unaweza kuchagua hadi vitabu **10** kwa mara moja.
4. Thibitisha. Tarehe ya kurudisha inawekwa kiotomatiki.



Ukurasa wa Borrows: vitabu vilivyokopwa sasa

Juu ya ukurasa kuna tabu tatu: **Active Borrows** (vilivyokopwa sasa), **History** (historia) na **Vitabu Vilivyopotea**. Vitufe: **New Borrow** (kukopesha), **Scan & Rudisha** (kurudisha kwa kusan) na **Print QR** (kuchapisha msimbo). Unaweza kutafuta kwa jina, Library ID au kitabu, na kuchuja kwa hali ya WhatsApp.

Kanuni	Maelezo
Muda wa kukopa	Unawekwa kwenye Mipangilio . Tarehe ya kurudisha inaonekana kwenye safu ya Due ya kila kitabu.
Kikomo	Mtu hawezi kuwa na zaidi ya vitabu 10 ambavyo havijarudishwa.
Nakala	Nakala moja haiwezi kukopwa na watu wawili kwa wakati mmoja.

Kurudisha kitabu

1. Katika **Borrows**, tafuta rekodi ya kitabu na chagua **Rudisha** kwenye menyu ya vitendo (:) mwishoni mwa mstari, au tumia **Scan & Rudisha**.
2. Chagua hali ya kitabu kinaporudi: bora sana, nzuri, wastani, kimeharibika, kimeharibika vibaya, au kimepotea.
3. Thibitisha. Nakala inarudi 'inapatikana' (au 'imeharibika/imepotea' kulingana na hali uliyochagua).

 Mtu akiwa amekiweka kitabu kwenye 'Maombi' (reservation), mtu wa kwanza kwenye foleni anaonyeshwa kuwa kitabu 'kiko tayari' pale kitabu kinaporudishwa.

Kitabu kilichopotea

Kama kitabu kimepotea, tumia kitufe cha **Kimepotea** kwenye rekodi ya kukopa. Baadaye, kikipatikana au ada ikilipwa, tumia **Tatua**: chagua 'amelipa' (kitabu kinabaki kimepotea) au 'kimerudishwa' (kinarudi kwenye stock).

Scan & Go na QR

Kwa kutumia kamera ya simu unaweza ku-scan kadi ya mwanafunzi na msimbo wa nakala ili kukopa na kurudisha kwa haraka. Ruhusu kamera ukiombwa.

5. Waliochelewa na faini

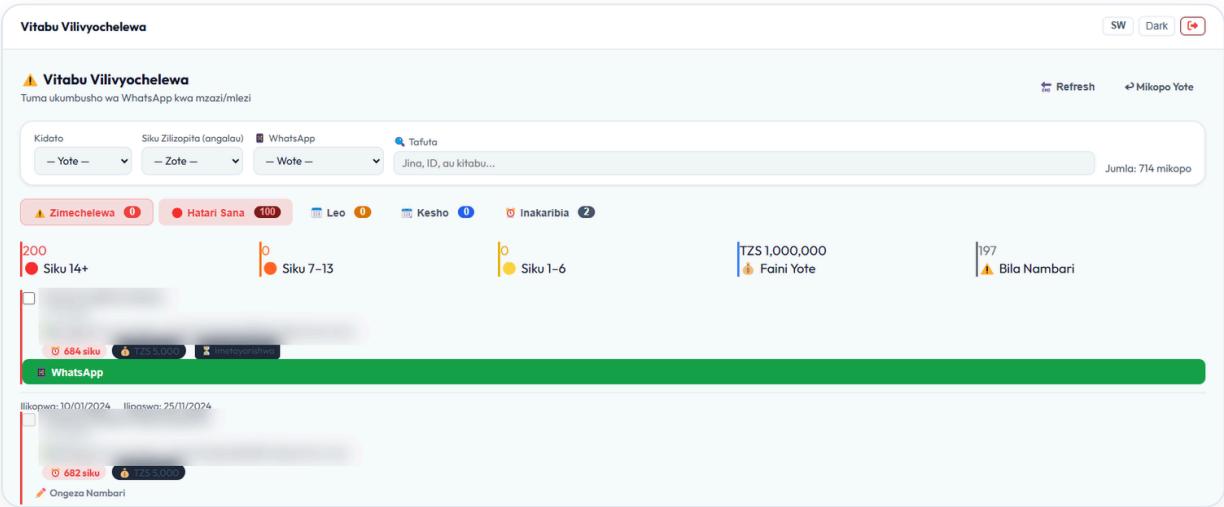
Ukurasa wa **Waliochelewa** (Overdue) unaorodhesha vitabu vilivyopita tarehe ya kurudishwa.

Kipengele	Maelezo
Faini kwa siku	Kiasi kwa siku ya kuchelewa kinawekwa kwenye Mipangilio .
Kikomo cha faini	Faini ya kitabu kimoja haizidi TZS 5,000 .
Kuhesabu	Mfumo unaonyesha faini ya moja kwa moja kwa vitabu ambavyo bado havijarudishwa, na kuihifadhi pale kitabu kinaporudishwa.

Juu ya ukurasa kuna vichujio: **Kidato**, **Siku Zilizopita (angalau)**, **WhatsApp** na kisanduku cha **Tafuta** (jina, ID au kitabu). Tabu zinakuwezesha kuona **Zimechelewa**, **Hatari Sana**, **Leo**, **Kesho** na **Inakaribia**. Kadi za muhtasari zinaonyesha idadi kwa makundi ya siku (14+, 7–13, 1–6), **Faini Yote** na rekodi zisizo na namba ya mzazi (**Bila Nambari**); rekodi hizo zina kiungo cha **Ongeza Nambari** ili WhatsApp itumike.

Kuweka faini kama imelipwa

1. Nenda kwenye rekodi ya kitabu chenye faini.
2. Bonyeza **Imelipwa**. Kama umekosea, unaweza kuiweka tena **Haijalipwa**.
3. Ukihitaji kubadilisha kiasi, tumia kuhariri faini.



Vitabu Vilivyochelewa: vichujio, tabu, muhtasari na faini (majina yamefichwa)

⚠ Usimamizi wa faini (kuweka imelipwa/haijalipwa na kuhariri kiasi) unapatikana kuanzia mpango wa **Standard**.

Ujumbe wa WhatsApp (Premium)

Kwenye mpango wa **Premium** na zaidi, unaweza kuandaa ujumbe wa kumkumbusha mhusika kurudisha kitabu. Mfumo unafungua WhatsApp ukiwa na ujumbe tayari; wewe unabonyeza tuma kisha unarudi kuthibitisha **Imetumwa**.

6. Maombi ya vitabu (Reservations)

Kitabu kikiwa hakipo (nakala zote zimekopwa), ombi la kitabu linaweza kuwekwa. Foleni inafuatwa kwa mpangilio; kitabu kinaporudishwa, mtu wa kwanza kwenye foleni anawekwa 'tayari' ili mkutubi ampe taarifa.

Foleni ya VitabuSWDark🔌

**Foleni ya Vitabu**
Wanafunzi wanaosubiri vitabu

+ Reservation Mpya↶ Refresh

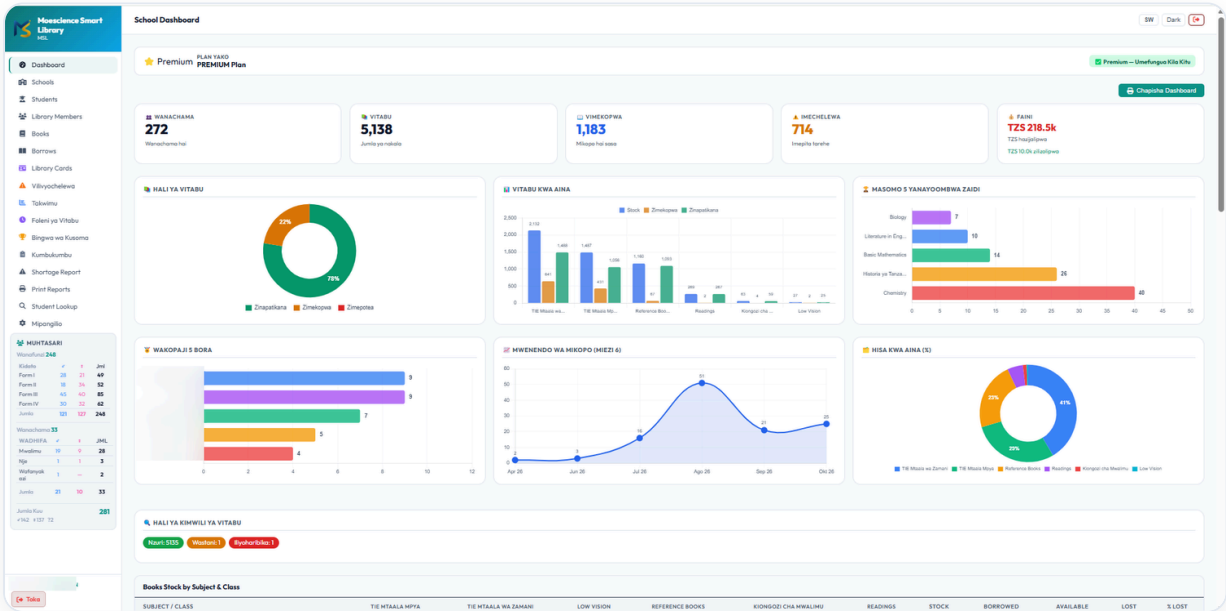
📅 Zote✅ Tayari 0⌚ Inasubiri

✅ Hakuna reservations

Foleni ya Vitabu: maombi ya vitabu (Tayari / Inasubiri) na kitufe cha Reservation Mpya

7. Ripoti na uchambuzi

Ukurasa	Unaonyesha nini
Dashboard	Kadi za Wanachama, Vitabu, Vimekopwa, Imechelewa na Faini; michoro ya hali ya vitabu, masomo yanayoombwa zaidi, wakopaji 5 bora na mwenendo wa mikopo wa miezi 6. Kitufe cha Chapisha Dashboard .
Takwimu (Analytics)	Vitabu vinavyosomwa zaidi, madarasa na mwenendo wa matumizi.
Bodi ya wasomaji (Leaderboard)	Wanafunzi wanaosoma zaidi — kuhamasisha usomaji.
Upungufu wa vitabu	Uhaba wa vitabu ukilinganisha na idadi ya wanafunzi.
Kumbukumbu (Audit log)	Orodha ya kila kilichofanyika: nani alikopesha, alirudisha, alibadilisha nini na lini.
Chapisha ripoti	Matoleo tayari ya kuchapisha kwa ofisi na ukaguzi.



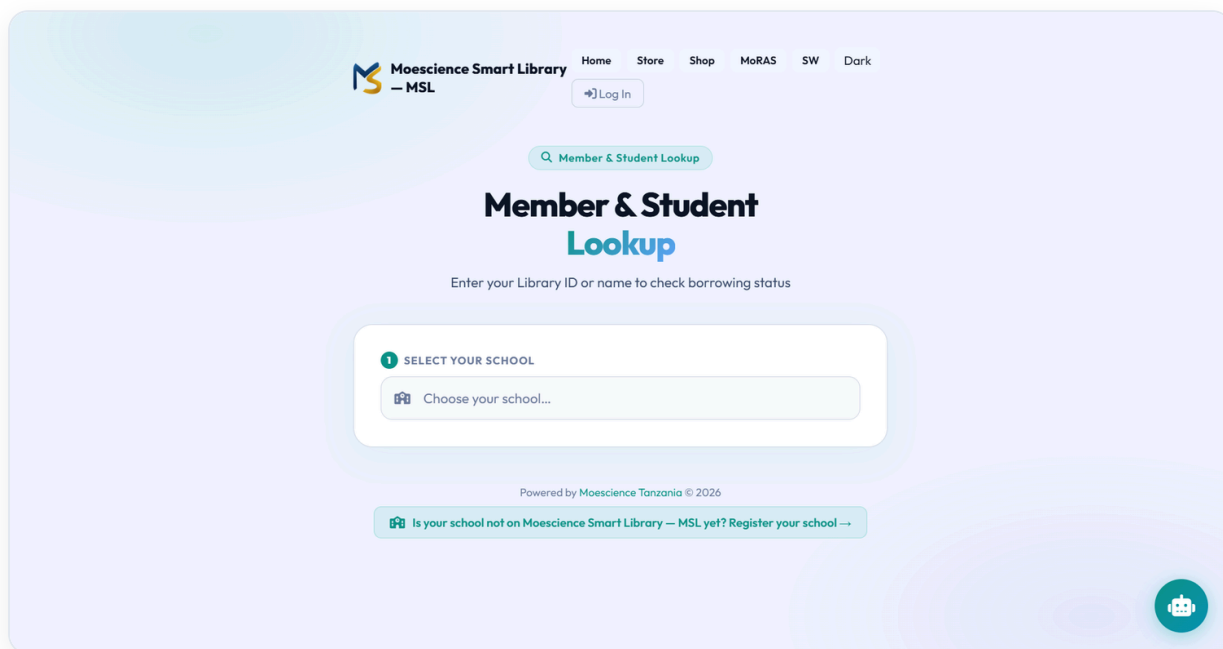
Dashibodi ya shule



Takwimu za kina, Bodi ya wasomaji na Kumbukumbu zinapatikana kuanzia mpango wa **Standard**. Dashibodi ya msingi na ripoti za kuchapisha zinapatikana kwa mipango yote.

Ukurasa wa mwanafunzi (Student Lookup)

Mwanafunzi anaweza kuangalia vitabu alivyokopa na faini yake bila kuingia kwenye mfumo: fungua kiungo cha **Angalia hali yako ya kukopa** kwenye ukurasa wa kuingia, chagua shule, kisha andika **Library ID** yake. Akitafuta kwa jina, mfumo unamwonyesha jina lake na kidokezo, kisha anaandika Library ID kamili ili kuthibitisha.



Ukurasa wa Student Lookup (kwa wanafunzi)

💡 Library ID ni siri ya mwanafunzi; mkutubi asiitangaze hadharani.

8. Kufanya kazi bila intaneti

Mfumo unaweza kuendelea kutumika hata mtandao ukiwa umekatika (kwa akaunti za shule).

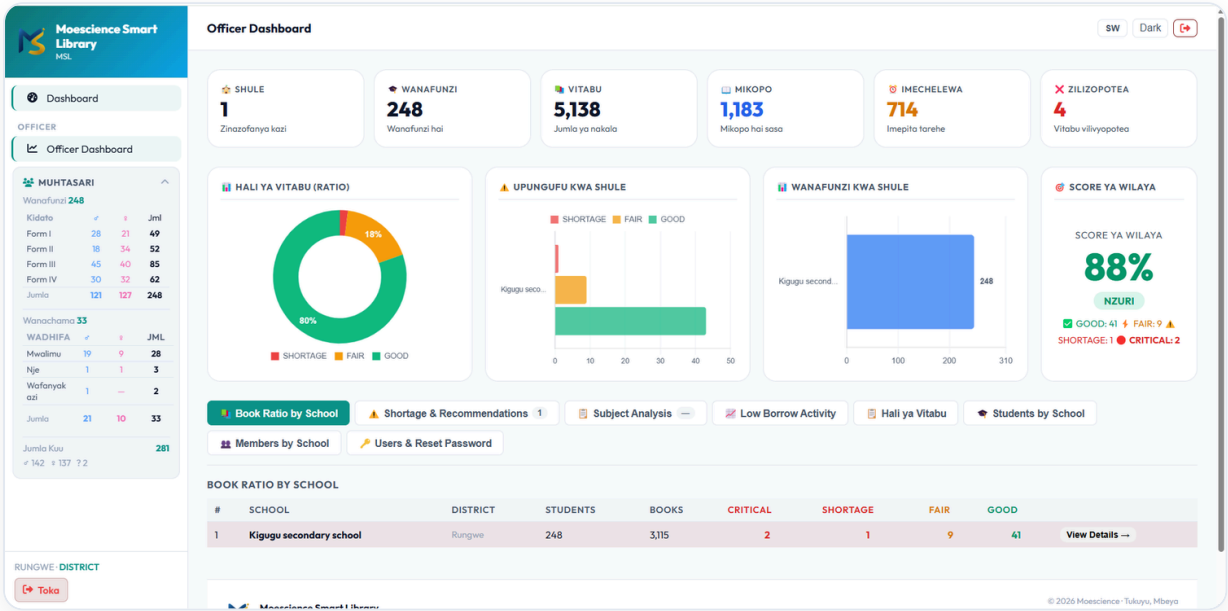
1. Ingia ukiwa na mtandao angalau mara moja ili mfumo upate ruhusa ya offline.
2. Mtandao ukikatika, endelea kukopesha na kurudisha kama kawaida; rekodi zinahifadhiwa kwenye simu/kompyuta.
3. Mtandao ukirudi, mfumo unatuma rekodi kiotomatiki. Unaweza pia kubonyeza  **Sync** juu ya ukurasa.

 Wakati wa kusawazisha, mfumo unaweza kukataa rekodi ikiwa: mtu amefikia kikomo cha vitabu 10, hakuna nakala, au nakala ile ile ilikopwa na mtu mwingine kwenye kifaa kingine. Rekodi hizo zinaonyeshwa kama 'mgongano' ili uzitatue.

Ruhusa ya offline ina muda wake; ikiisha, ingia tena ukiwa na mtandao.

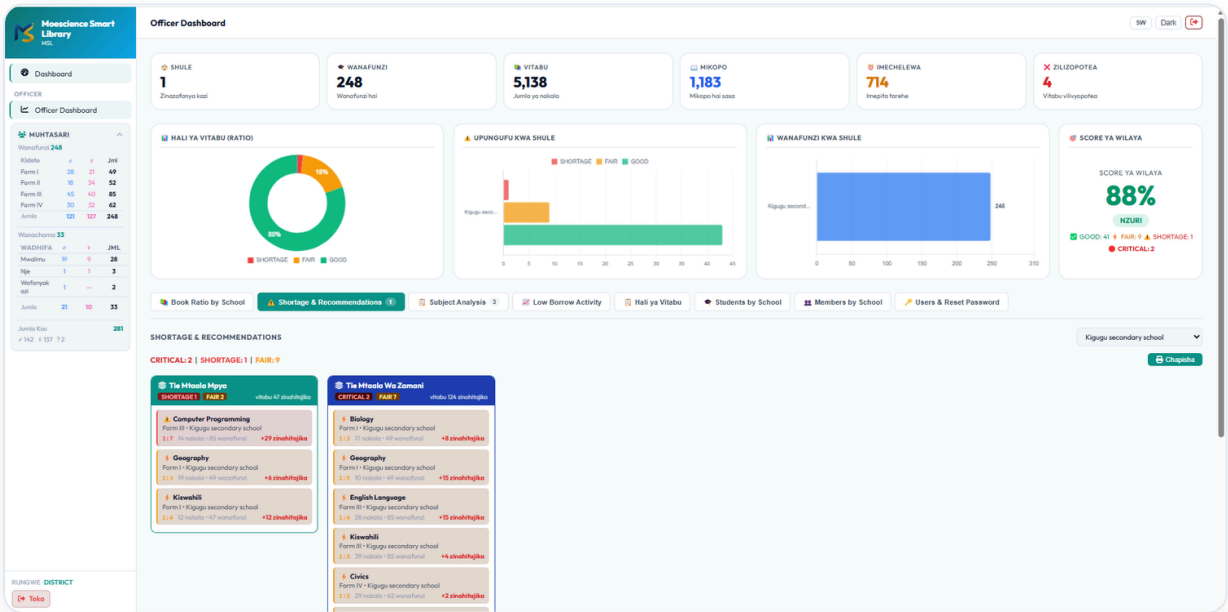
9. Maafisa wa elimu

Afisa wa wilaya, mkoa au taifa anaingia na akaunti yake na kuona **Dashibodi ya Afisa:** shule za serikali zilizo ndani ya eneo lake, hali ya vitabu, na upungufu. Hawezi kubadilisha data za shule; ni kuona na kuchambua tu.



Officer Dashboard: shule, wanafunzi, vitabu, mikopo na score ya wilaya

Chini ya michoro kuna tabu: **Book Ratio by School, Shortage & Recommendations, Subject Analysis, Low Borrow Activity, Hali ya Vitabu, Students by School, Members by School na Users & Reset Password.**



Shortage & Recommendations: mapendekezo ya vitabu vinavyohitajika kwa shule

✓ Dashibodi ya Afisa na ripoti za wilaya zinapatikana kwa mpango wa **Institution**.

10. Kwa Admin

Ukurasa	Kazi
Shule	Kusajili, kuhariri, kuidhinisha na kufuta shule. Kufuta shule hufuta pia vitabu, wanafunzi na rekodi zake — kuwa makini.
Watumiaji	Kuunda akaunti za wakitubi na maafisa, kuweka upya nenosiri.
Mipango (Plans)	Kupandisha/kushusha mpango wa shule na kurekodi malipo.
Mikoa na wilaya	Kusimamia orodha ya maeneo.
Masomo	Orodha ya masomo yanayotumika kwenye uchambuzi.
Mipangilio	Muda wa kukopa, faini kwa siku na mipangilio mingine ya mfumo.

Admin anaweza kutumia **Angalia kama shule** kuona mfumo kama mkutubi wa shule fulani, ili kumsaidia.

⚠ Mipangilio ya mfumo (muda wa kukopa, faini) kwa sasa inatumika kwa shule zote. Badilisha kwa uangalifu.

11. Mipango na usajili

Shule mpya inaanza na kipindi cha majaribio (trial). Baada ya hapo inahitaji usajili wa kulipia kulingana na mpango.

Mpango	Vipengele vya ziada
Basic	Vitabu, kukopa/kurudisha, wanafunzi na wanachama, kadi ya maktaba, QR, offline, ripoti za msingi.
Standard	Basic + usimamizi wa faini, takwimu za kina, bodi ya wasomaji, kumbukumbu (audit log).
Premium	Standard + msaidizi wa AI, ujumbe wa WhatsApp, nembo/muonekano wa shule, msaada wa kipaumbele.
Institution	Premium + dashibodi ya maafisa, shule nyingi, ripoti za wilaya.

💡 Kipengele ambacho mpango wako hauna kikibonyezwa, mfumo unaonyesha ujumbe wa kupandisha mpango. Wasiliana nasi kupandisha.

12. Usalama na tabia njema

- Usishiriki nenosiri lako. Kila mkutubi awe na akaunti yake ili kumbukumbu zionyeshe nani alifanya nini.
- Toka (Logout) ukimaliza, hasa kwenye kompyuta ya pamoja.
- Ukisahau nenosiri, mwombe Admin akuwekee jipya.
- Majaribio 5 ya nenosiri yasiyo sahihi yanakuzuia kwa dakika 15.
- Fanya ukaguzi wa kimwili wa rafu mara kwa mara na ulinganishe na mfumo; ukiona tofauti, rekebisha hali ya nakala husika.

13. Maswali yanayoulizwa mara nyingi

Nakala inaonyesha 'imekopwa' lakini kitabu kipo rafuni. Nifanyeje?

Tafuta rekodi yake ya kukopa kwenye **Kukopa**. Ikiwa mtu alirudisha lakini haikurekodiwa, bonyeza **Rudisha**. Usibadilishe hali kwa mkono; mfumo hauruhusu nakala iliyokopwa kubadilishwa.

Mfumo unasema 'Kikomo kimefikiwa'.

Kila mtu anaweza kuwa na vitabu 10 tu ambavyo havijarudishwa. Rudisha baadhi kwanza.

Nimekosea kurekodi faini kuwa imelipwa.

Bonyeza **Haijalipwa** kwenye rekodi hiyo. Kitendo kinarekodiwa kwenye kumbukumbu.

Kitufe cha faini au WhatsApp kinaleta ujumbe wa kupandisha mpango.

Kipengele hicho hakipo kwenye mpango wa shule yako. Wasiliana nasi ili kupandisha.

Siwezi kuingia — nimezuiwa.

Umekosea nenosiri mara nyingi. Subiri dakika 15 kisha jaribu tena, au mwombe Admin akuwekee nenosiri jipya.

Mtandao umekatika, nifanyeje?

Endelea kukopesha na kurudisha. Mtandao ukirudi bonyeza  **Sync**. Angalia 'migongano' kama ipo.

Kamera haifunguki kwenye Scan & Go.

Ruhusu kamera kwa tovuti hii kwenye mipangilio ya kivinjari, kisha pakia upya ukurasa.

Ninawezaje kupata msaada?

Tupigie au tuandikie WhatsApp: **+255 768 139 301** au barua pepe
moescience@proton.me.

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