

# **User Reference Guide**

For

All India Survey of Higher Education

(AISHE)

Application

**Prepared by**

**NIC**

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## **1. Introduction**

AISHE application is a web application used to conduct survey on Higher Education all over India. The AISHE application interface shall permit the user at different level to fill the registration form in order to receive username and password which will be used to login into the system. They can fill the survey forms meant for Universities, Colleges and Institutes respectively.

This document is created to provide a quick reference to use MHRD online application enabling users to upload survey data collected by various MHRD bodies.

## **2. Audience**

The audience of this document is all end-users, stakeholders, business users, NIC officials and developers. This document gives a brief description as in how to use MHRD survey application.

## **3. Modules**

There are five modules/sections in total in this application listed as below:

1. User Registration Process.
  - 1.1 User Registration Process.
  - 1.2 User Login Process
  - 1.3 Change Password Process
  - 1.4 Edit Registration Process
  - 1.5 Forgot Password Process
2. User Management Process
3. Download Forms Process
4. Form Management Process
5. Reports Module

## **4. User Registration Process**

### **4.1 User Registration Process**

User registration functionality is used to create new user. Anyone can register himself through this functionality to create user and password, which then approved by authorized officials. Once user is approved then he/she can login into application.

Following are the steps to registering into the application.

**Step one:** Click link Register new user given at left down corner of Application home page. User must select the role he has been assigned.

**User Login**

User ID:

Password:

**7ccec**

[New User](#) | [Forgot Login Details?](#)

**Important Instructions**

- User Name is required
- Password is required
- Captcha Code is required

Please fill in your details.

## User Registration

Please fill in your details.

<b>Role Profile</b>		* Mandatory
Role *	-----SELECT ROLE----- ▾	
<b>Login Details</b>		
User ID*	<input type="text"/>	
Password *	<input type="password"/>	
	The password must contain <b>8 -16 characters</b> . It should also have <b>one upper case</b> letter, one number and one special character. Valid characters are letters ( <b>a-z, A-Z</b> ), numbers ( <b>0-9</b> ) and <b>#, @, &amp;, \$, =, ~, %, *</b> . Spaces are not permitted. The password is case sensitive.	
Confirm Password *	<input type="password"/>	
<b>Personal Details</b>		
First Name *	<input type="text"/>	
Middle Name	<input type="text"/>	
Last Name	<input type="text"/>	
<b>Office Address</b>		
Address Line1 *	<input type="text"/>	
Address Line2	<input type="text"/>	
City	<input type="text"/>	
State *	--SELECT STATE-- ▾	
District	--SELECT DISTRICT-- ▾	

Contact Details (Please provide either of Mobile No. or Phone No.) *	
Phone Landline	<input type="text"/> <input type="text"/> Allowed only numbers with STD Code(e.g. 011 21221222).
Mobile phone	<input type="text"/>
Email *	<input type="text"/> (e.g. userid@123.com)
Alternative Email	<input type="text"/>
Security Question	WHAT IS YOUR FIRST SCHOOL NAME? ▾
My Answer*	<input type="text"/>
Verification Code *	 Please enter the code shown in the image above
	<input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Reset"/>	

**Step two:** User should fill up all entries of form to register.  
Below is details description of each field:

1. Role: Role for which user is entitled for.
2. User Id: Login Name
3. Password: Password (Please read password creating hints carefully.)
4. Personal Details: User should fill up personal details in this section.
5. Office Address: User should fill up office address details in this section.
6. Contact details: User should fill up contacts details here.
7. Security question: Security question is registration to recover password.
8. An email will be sent to user upon successful completion of registration.

On successfully completion of registration a successful page as below will appear.

### User Registration Success

**Thanks for registering on AISHE Portal.**

You will get approval intimation in your e-mail once approved by the competent authority.

You may also contact the concerned approving authority for approval.

Following is your Approving Authority Contact Information whom you may contact:

MHRD Officers	
<b>Name</b>	Mr. B.N.Tiwari
<b>Contact No.</b>	011-23381484(L)/0981855432(M)
<b>Email Id</b>	bn.tiwari@nic.in
<b>Name</b>	Mr. Sanjay
<b>Contact No.</b>	09312079165(M)
<b>Email Id</b>	sanjay.digi@nic.in
<b>Name</b>	Ms. Bindu Sreedathan
<b>Contact No.</b>	011-26162932(L)/9213834733(M)
<b>Email Id</b>	bindusree.edu@nic.in

## 4.2 User login Process

An approved user can login the application by entering valid user name, password and captcha. User and password can be created through user registration process whereas captcha is dynamically generated by the application on runtime. Following are the steps to login into the application.

**Step one:** Open URL <http://aishe.nic.in> in web browser e.g. IE or Firefox. Below screen shall be visible on your desktop.

**Step two:** Login section is on the left hand side of the page. Enter your user id, password and captcha and press submit button. Below screen shall be appearing up if your credentials are valid. This screen is called Form Management. User is now on form management screen. Authorized user can upload a form and download Data form through this screen.

### Form Management

[Upload DCF](#) | [Dashboard](#) | [Delete DCF](#) | [Inconsistent DCF](#) | [DCF-I Addendum](#)

Filter Form Dashboard

Survey Year:  Form Type:  State:

Approval Status:  Approved  Approval Pending

2 items found, displaying all items.

S. No.	University/Body	College/Institute	State	Form	Uploaded By	Upload Date	Approve
1	T.M. Bhagalpur University, Bhagalpur	Bhagalpur Engineering College, Bhagalpur	Bihar	DCF-II	deoMhrd	2013-04-18 15:31:44.464	<input checked="" type="checkbox"/>
2	Acharya Nagarjuna University, Guntur		Andhra Pradesh	DCF-I	deoMhrd	2013-04-18 14:26:38.341	<input checked="" type="checkbox"/>

### 4.3 Change Password

This functionality allow user to change his password. User shall require providing his/her old password to change the password.

### Change Password

You are here : [Home](#)> [My Account](#)> [Change Password](#)

Change Password	
Enter Old Password *	<input type="text"/>
Enter New Password *	<input type="text"/>
	The password must contain 8 -16 characters. It should also have one upper case letter, one number and one special character. Valid characters are letters (a-z, A-Z), numbers (0-9) and #, @, &, \$, =, ~, %, *. Spaces are not permitted. The password is case sensitive.
Enter Confirm Password *	<input type="text"/>
Verification Code *	
	Please enter the code shown in the image above
	<input type="text"/>

### 4.4 Edit Registration

This functionality allow user to modify his registration details. User can modify his address, contacts and other registration details here.

## Edit Registration

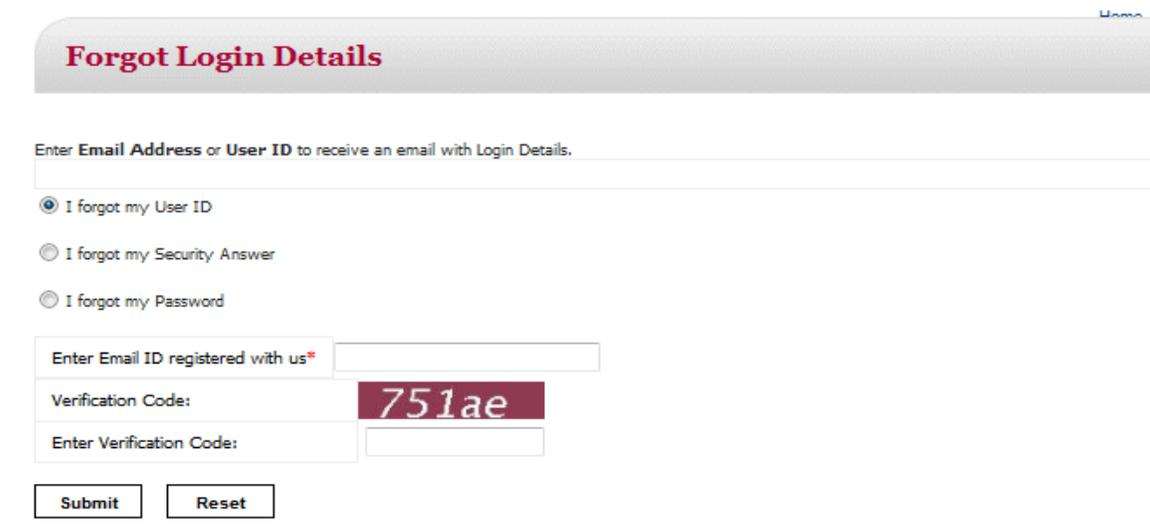
You are here : Home > My Account > Edit Registration

Personal Details	
First Name *	<input type="text" value="Anshul"/>
Middle Name	<input type="text"/>
Last Name	<input type="text" value="Aggarwal"/>
Father's First Name	<input type="text" value="R L Aggarwal"/>
Father's 'Middle Name	<input type="text"/>
Father's 'Last Name	<input type="text"/>
Office Address	
Address Line1 *	<input type="text" value="NIC"/>
Address Line2	<input type="text" value="CGO Complex"/>
City	<input type="text" value="New Delhi"/>
State *	<input type="text" value="07 - DELHI"/>
District	<input type="text" value="---SELECT DISTRICT---"/>
Contact Details (Please provide either of Mobile No. or Phone No.) *	
Phone Landline	<input type="text" value="011"/> <input type="text" value="24360425"/> Allowed only numbers with STD Code(e.g. 011 21221222).
Mobile phone	<input type="text" value="9868885734"/>
Email *	<input type="text" value="sify.jitendra1@gmail.com"/> (e.g. userid@123.com)
Security Question	<input type="text" value="WHAT IS YOUR FIRST SCHOOL NAME?"/>
My Answer*	<input type="text" value="da v"/>

#### 4.5 Forgot Password

This functionality enables user to recover her UserId, Security Answer and password. User should provide her registered email id to get emailed UserId or Security answer. User should provide User Id, Security question and its answer to recover her password. Password shall be sent to her registered email id. Forgot password link is given on User login section on home page. Below are the different options available to user.

**Case I (User forgot her UserId):** User should provide her registered email id to retrieve her UserId.



The screenshot shows the 'Forgot Login Details' form. At the top, there is a header 'Forgot Login Details' in red text. Below it, a text input field is labeled 'Enter Email Address or User ID to receive an email with Login Details.' There are three radio button options: 'I forgot my User ID' (selected), 'I forgot my Security Answer', and 'I forgot my Password'. Below the options, there are three input fields: 'Enter Email ID registered with us\*' (empty), 'Verification Code:' (displaying '751ae' in a red box), and 'Enter Verification Code:' (empty). At the bottom, there are two buttons: 'Submit' and 'Reset'.

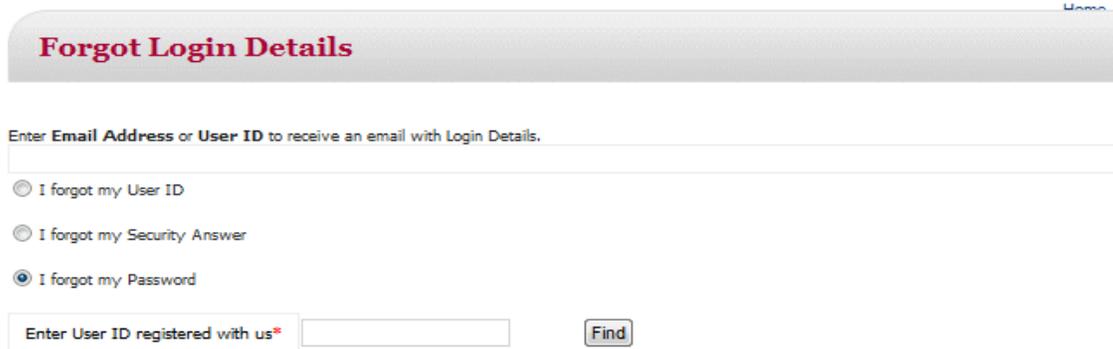
**Case II (User Forgot her security answer):** User should provide her registered email id to retrieve her Security answer.



The screenshot shows the 'Forgot Login Details' form. At the top, there is a header 'Forgot Login Details' in red text. Below it, a text input field is labeled 'Enter Email Address or User ID to receive an email with Login Details.' There are three radio button options: 'I forgot my User ID', 'I forgot my Security Answer' (selected), and 'I forgot my Password'. Below the options, there are three input fields: 'Enter User ID registered with us\*' (empty), 'Verification Code:' (displaying '751ae' in a red box), and 'Enter Verification Code:' (empty). At the bottom, there are two buttons: 'Submit' and 'Reset'.

**Case III (User forgot her password):** User should provide User Id, Security question and its answer to recover her password.

**Step one:** User should enter her UserId and press find button, Application will populate her security question in response.



[Home](#)

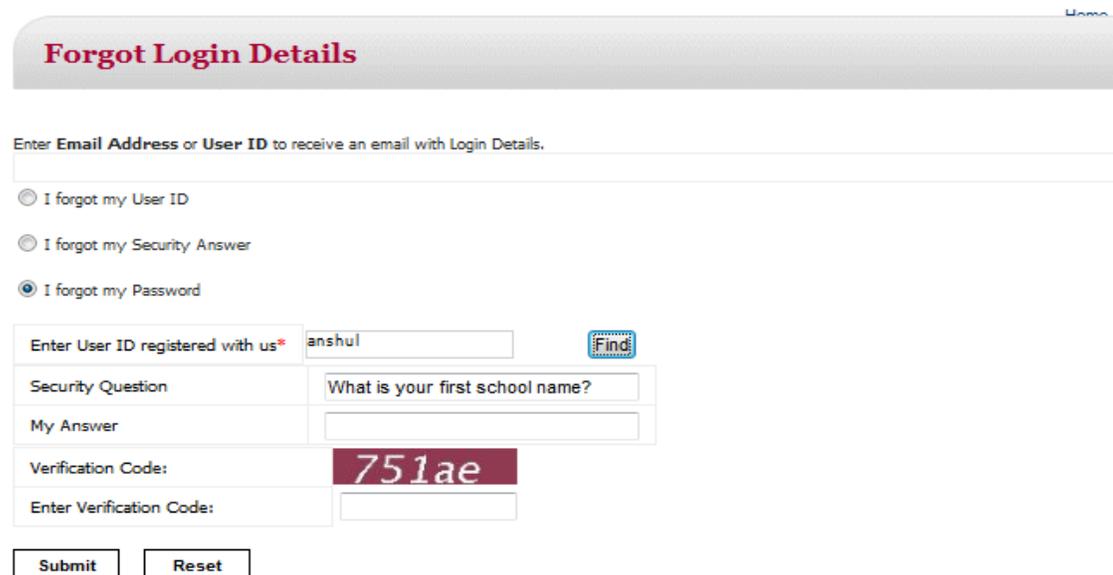
### Forgot Login Details

Enter **Email Address** or **User ID** to receive an email with Login Details.

I forgot my User ID  
 I forgot my Security Answer  
 I forgot my Password

Enter User ID registered with us\*

**Step two:** User should now enter her security answer to recover the password. The password will be sent to her registered email Id.



[Home](#)

### Forgot Login Details

Enter **Email Address** or **User ID** to receive an email with Login Details.

I forgot my User ID  
 I forgot my Security Answer  
 I forgot my Password

Enter User ID registered with us\*

Security Question

My Answer

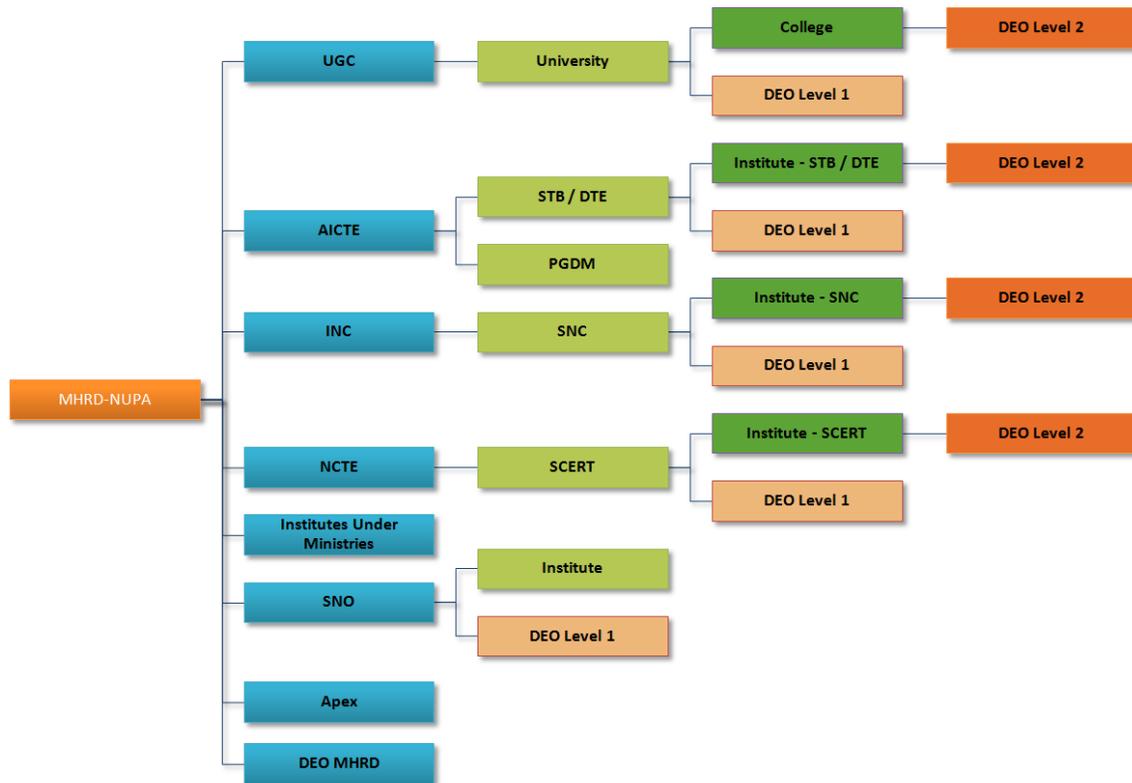
Verification Code: **751ae**

Enter Verification Code:

### 5. User Management Process

This functionality is enabling authorized user to view the list of user level down to it e.g. MHRD is the super User in User hierarchy who can view UGC, AICTE, INC, NCTE and SNO users for all level. User can filter out list by providing various parameters. User Management is also responsible for enabling/disabling users.

Below is Users hierarchy which demonstrate who can see and approve whom.



Note: There can be one or two sno’s in each state.

#### 5.1 User List

On click on User Management link given at the left hand panel, List of users is being displayed on this page for each level down to it. User toggle through different level user list down to it by clicking Level 1, Level 2, etc. User also enabled to filter out list of user based Officers, State, User Status and Body.

Level 1 Users: MHRD, UGC, NUPA, AICTE, INC, NCTE, State Nodal Officer (SNO)

Level 2 Users: University Officer, PGDM Officers, State Board of Technical Education, State Nursing Council, State Council of Education Research & Training, PGDM etc.

Level 3 Users: College Officers, Institute-STB/DTE-Officer, Institute-SNB-Officer, Institute-SCERT-Officer & DEO II

Level 4 Users: DEO II

DEO Under MHRD: DEO Under MHRD.

Below are the user list screens:

- a. If User logged in as MHRD then level one screen layout is as below, user can use drop downs to filter out users list.

### User Management

You are here : [Home](#)> [User Directory](#)> [User Management](#)

Level 1
Level 2
Level 3
Level 4
DEO Under MHRD

Select Officers:

Select Status:

One item found.  
**1**

Select check box to send emails

Sr. No.	<input type="checkbox"/>	User ID	User Name	Role Name	User Status	Approve/Dis-Approve	Delete
1	<input type="checkbox"/>	ugc1956	Mohinder Yadav	UGC-Officer	Approved	✔	---

One item found.  
**1**

- a. If user logged in as MHRD and at Level three then he should be able to select Body, State and user status to filter out user list. A Welcome note will display user name and its role.

- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

---

Download e-Forms

- University Form - DCF - I
- College Institution Form DCF - II (Attached to University)
- Standalone Institution Form DCF - III

Download Software

Download Adobe Reader

## User Management

You are here : Home>User Directory> User Management

Level 1
Level 2
Level 3
Level 4
DEO Under MHRD

Select Body\* UNIVERSITY

Select Status --ALL--

State\* DELHI

University UNIVERSITY OF DELHI

71 items found, displaying 1 to 20.  
[First/Prev] 1, 2, 3, 4 [Next/Last]

Select check box to send emails

Sr. No.	<input type="checkbox"/>	User ID	User Name	Role Name	University Name	College Name	User Status	Approve/Dis-Approve	Delete
1	<input type="checkbox"/>	andc	Velagaleti Rao	College-Officer	University of Delhi	Acharya Narendra Dev College	Approved	<span style="color: green;">✔</span>	---
2	<input type="checkbox"/>	aditi.pooja	pooja khanna	College-Officer	University of Delhi	Aditi Mahavidyalaya	Approved	<span style="color: green;">✔</span>	---
3	<input type="checkbox"/>	ajiptdelhi	HEMANT JUNEJA	College-Officer	University of Delhi	Amar Jyoti Institute of Physiotherapy	Approved	<span style="color: green;">✔</span>	---
4	<input type="checkbox"/>	nutanmishra	Nutan Mishra	College-Officer	University of Delhi	Atma Ram Sanatan Dharam College	Approved	<span style="color: green;">✔</span>	---
5	<input type="checkbox"/>	autcdelhi	dr yusuf jamal	College-Officer	University of Delhi	Ayurvedic & Unani Tibbia College	Approved	<span style="color: green;">✔</span>	---

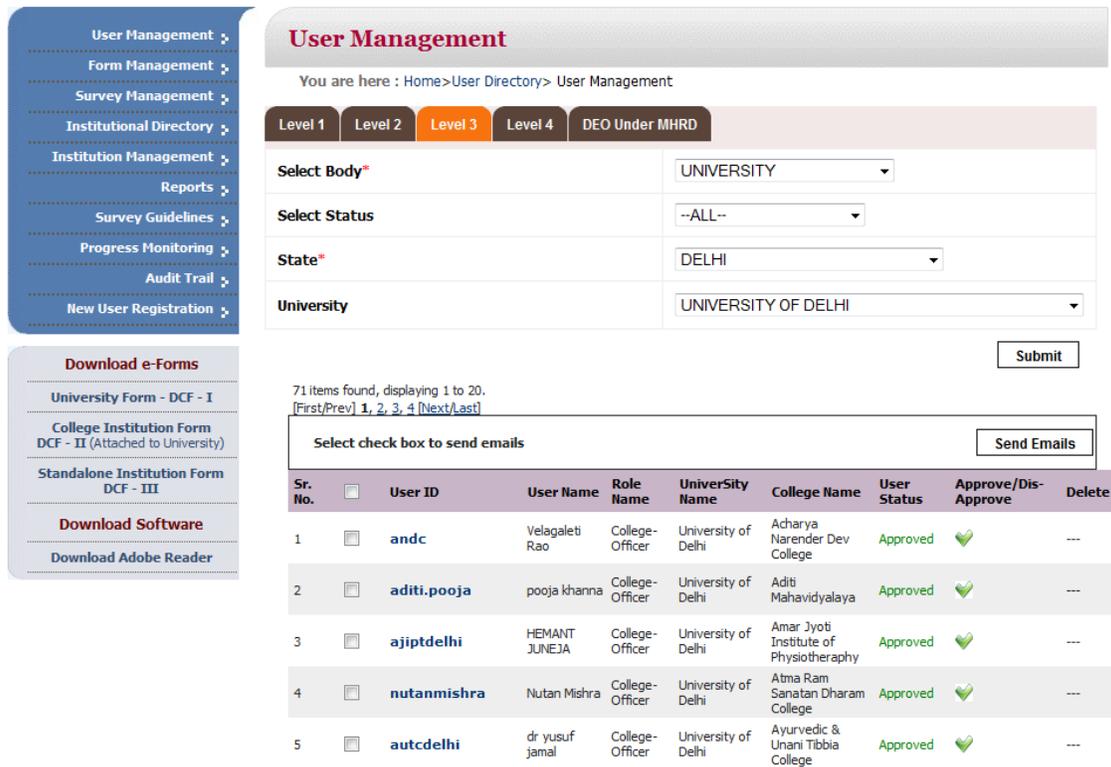
**Note: Accordingly at each level down the MHRD, any authorized body can filter out user list for its sub levels.**

List of users can vary from one level to other level. A user can only see list of user of below his/her level and its lower level bodies. There are four levels in the application as above diagram "User Management flow for AISHE".

Upon login user shall be taken to a role specific dashboard where he/she can list only respective users and forms i.e. if STEB shall be taken to STEB dashboard home page and he can only see DEO 2, DEO 1 and institute users list.

5.2 Approve/Disapprove users.

User can be approved and disapproved by authorized officials by clicking  (approve) and  (dis-approve) button on the screen. A warning message shall be displayed when a user is being approved.



The screenshot shows the 'User Management' interface. On the left is a navigation menu with options like 'User Management', 'Form Management', 'Survey Management', etc. The main area has a breadcrumb trail 'Home>User Directory> User Management' and filter tabs for 'Level 1', 'Level 2', 'Level 3', 'Level 4', and 'DEO Under MHRD'. Below these are filter fields for 'Select Body\*' (UNIVERSITY), 'Select Status' (--ALL--), 'State\*' (DELHI), and 'University' (UNIVERSITY OF DELHI). A 'Submit' button is present. Below the filters, it says '71 items found, displaying 1 to 20.' and provides pagination links. A table with the following columns is shown: 'Sr. No.', 'User ID', 'User Name', 'Role Name', 'University Name', 'College Name', 'User Status', 'Approve/Dis-Approve', and 'Delete'. The table contains 5 rows of user data, all with 'Approved' status and a green heart icon.

Sr. No.	User ID	User Name	Role Name	University Name	College Name	User Status	Approve/Dis-Approve	Delete
1	andc	Velagaleti Rao	College-Officer	University of Delhi	Acharya Narendra Dev College	Approved		---
2	aditi.pooja	pooja khanna	College-Officer	University of Delhi	Aditi Mahavidyalaya	Approved		---
3	ajiptdelhi	HEMANT JUNEJA	College-Officer	University of Delhi	Amar Jyoti Institute of Physiotherapy	Approved		---
4	nutanmishra	Nutan Mishra	College-Officer	University of Delhi	Atma Ram Sanatan Dharam College	Approved		---
5	autcdelhi	dr yusuf jamal	College-Officer	University of Delhi	Ayurvedic & Unani Tibbia College	Approved		---

Business rule to Approve and disapprove user are as below:

1. MHRD can approve all UGC, AICTE, INC, NCTE and SNO users.
2. UGC can approve University; DEO level 1 user whereas Colleges under University can approve DEO Level 2 users.
3. AICTE can approve STEB users and DEO Level 1 users.
4. INC can approve SCERT users and DEO Level 1 users.
5. SNO can approve all DEO level 1 and all state level users.
6. Institute can approve all DEO level 1 users.

## 6. Download Forms Process

MHRD provides three different kinds of forms to accomplish survey. Each level has its own form. The forms are empty data template for survey which has to be filled up and uploaded to complete the process of submission of data.

User can download forms from “Download Forms” section at the left hand side panel. Kindly ensure that the Adobe latest version i.e. (Adobe 10.0) is installed on the computer as the form will not work properly in the absence of latest version of Adobe. Latest version of Adobe can be downloaded from the following link on the AISHE portal

**Form Management**

You are requested to download the latest DCF (I, II and III) forms before filling. Earlier downloaded forms ma

Upload DCF   **Dashboard**   Delete DCF   Inconsistent DCF   DCF-I Addendum

Filter Form Dashboard

Survey Year: 2011 - 2012   Form Type: -- All --   State: -- All --   Submit

Approval Status:  Approved  Approval Pending

User should have logged into the application to view download forms link.

**Download e-Forms**

University Form - DCF - I

College Institution Form  
DCF - II (Attached to University)

Standalone Institution Form  
DCF - III

Download Software

Download Adobe Reader

### 6.1 University Form - DCF-I

A University level form can be downloaded by clicking on [University Form - DCF - I](#) link as blow:

**Download e-Forms**

University Form - DCF - I

On clicking this link a dialogue box will be displayed which gives user option to save form on the disk. User shall be asked to choose survey year, state and University name to download form for a specific university.

User is provided with an option to prefill data into from either of previous survey year or Get a fresh copy of it.

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

**User Management**

**Form Management**

**Survey Management**

**Institutional Directory**

**Institution Management**

**Reports**

**Survey Guidelines**

**Progress Monitoring**

**Audit Trail**

**New User Registration**

### Download DCF - I

[Click here to Download Help Manual](#)

\*Survey Year: 2011 - 2012

\*State: Andhra Pradesh

\*University: Acharya NG Ranga Agricultural University, Hyderabad

Prefill basic information from previous survey data

Opening Acharya NG Ranga Agricultural University, Hyderabad.pdf

You have chosen to open:

**Acharya NG Ranga Agricultural University, Hyderabad.pdf**  
 which is a: Adobe Acrobat Document  
 from: http://10.248.82.21

What should Firefox do with this file?

Open with Adobe Reader (default)

Save File

Do this automatically for files like this from now on.

## 6.2 College/ Institution Form - DCF - II

A College Institution Basic Information form can be downloaded from link [College Institution Form - DCF - II](#).

**Download e-Forms**

---

**University Form - DCF - I**

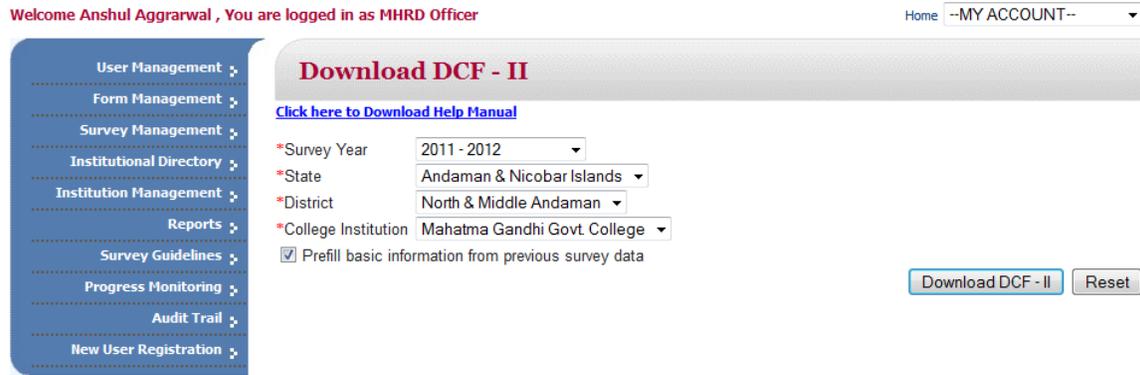
---

**College Institution Form  
DCF - II (Attached to University)**

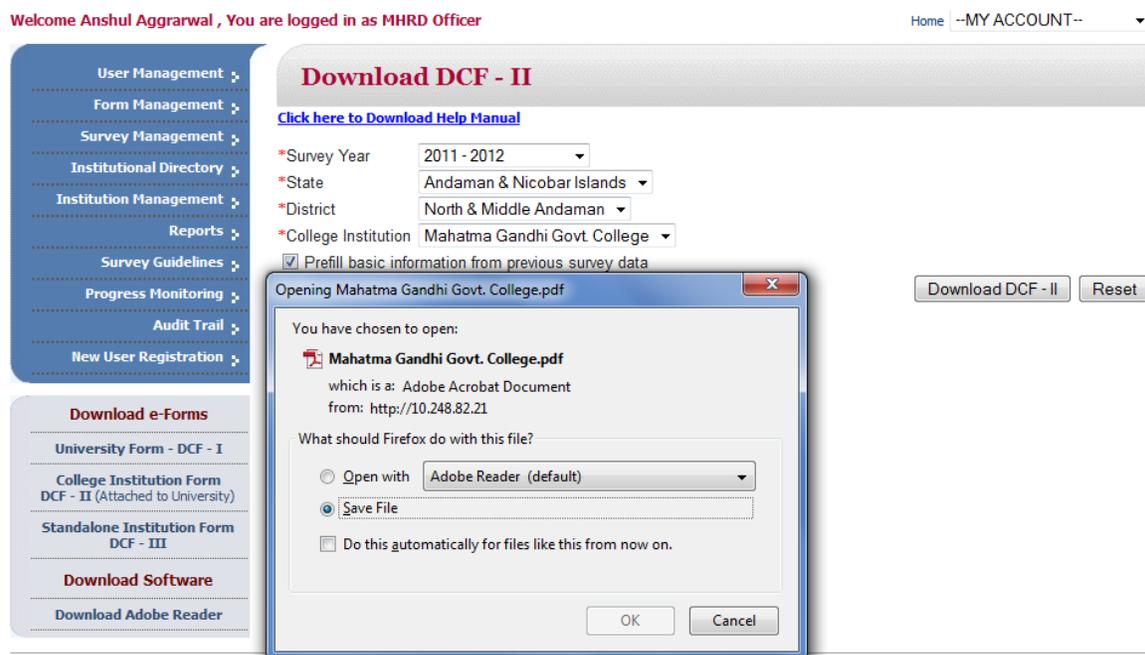
---

**Standalone Institution Form  
DCF - III**

On clicking this link a new page shall open where in user has to select Survey year, State and name of the college/institute.

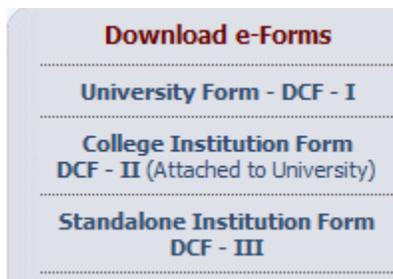


On clicking Download DCF -II button user shall be taken to dialogque box to save the form.



### 6.3 Standalone Institution Form - Basic Information

A Standalone Institution Basic Information form can be downloaded from link [Standalone Institution Form - DCF - III](#)



On clicking this link a new page shall open where in user has to select Survey year, State where Institute is located and name of the institute. Just like DCF – I & II User can download the form after filling up mandatory inputs.

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

**Download e-Forms**

- University Form - DCF - I
- College Institution Form DCF - II (Attached to University)
- Standalone Institution Form DCF - III

**Download Software**

- Download Adobe Reader

### Download DCF - III

[Click here to Download Help Manual](#)

\*Survey Year

\*Institute type

\*State

\*Standalone

Prefill basic information from previous survey data

Opening A.P.GOVERNMENT INSTITUTE OF LEATHER TECHNOLOGY.pdf

You have chosen to open:

**A.P.GOVERNMENT INSTITUTE OF LEATHER TECHNOLOGY.pdf**  
which is a: Adobe Acrobat Document  
from: http://10.248.82.21

What should Firefox do with this file?

Open with

Save File

Do this automatically for files like this from now on.

On clicking submit button user shall be taken to dialogue box to save the form.

## 7. Survey Management

Survey Management is enabled MHRD user to manage survey for a year. MHRD can start, stop, Edit & freeze survey for particular year. Multiple surveys can also be open/run at a time. With survey Management survey can be Created, Edited, & Freeze, Logs can be generated for each survey management activity.

### 7.1 New survey

MHRD can create a survey by providing start and end date.



मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India

अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

**Survey Management**

New survey Edit survey Freeze survey Survey Log

Survey Year: 2013-2014 Start Date: 2014-09-30 End Date:

Create

October 2014

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Download e-Forms

## 7.2 Edit Survey

MHRD can edit a survey for a particular year by selecting that year in dropdown.

The screenshot displays the MHRD Survey Management interface. At the top, there is a blue header with the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education'. Below the header, a red banner reads 'Welcome Anshul Aggrawal , You are logged in as MHRD Officer' and a dropdown menu shows 'Home --MY ACCOUNT--'. The main content area is titled 'Survey Management' and features four buttons: 'New survey', 'Edit survey' (highlighted in orange), 'Freeze survey', and 'Survey Logs'. Below these buttons, there is a 'Survey Year' dropdown menu set to '2011-2012' and a 'Get Status' button. The status for the survey year 2011-12 is displayed as 'Status for survey year: 2011-12'. At the bottom, there are input fields for 'StartDate: 2013-03-05' and 'EndDate: 2013-10-02', along with an 'Update' button. On the left side, a vertical navigation menu lists various options: User Management, Form Management, Survey Management, Institutional Directory, Institution Management, Reports, Survey Guidelines, Progress Monitoring, Audit Trail, and New User Registration.

### 7.3 Freeze Survey

A survey can be frozen for a particular DCF and state for a particular year by MHRD. MHRD needs to select check boxes of state and DCFs for the survey that need to be frozen temporarily.

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer
Home --MY ACCOUNT--

[User Management](#)  
[Form Management](#)  
[Survey Management](#)  
[Institutional Directory](#)  
[Institution Management](#)  
[Reports](#)  
[Survey Guidelines](#)  
[Progress Monitoring](#)  
[Audit Trail](#)  
[New User Registration](#)

## Survey Management

New survey
Edit survey
Freeze survey
Survey Logs

Survey Year: 2010-2011 Get Status

Logs for survey year: 2010-11			
State	DCF - I	DCF - II	DCF - III
<input checked="" type="checkbox"/> Andaman & Nicobar Islands	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Andhra Pradesh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Arunachal Pradesh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Assam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Bihar	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Chandigarh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Chhatisgarh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Dadra & Nagar Haveli	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Daman & Diu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Delhi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Goa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Gujarat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Download e-Forms**

University Form - DCF - I

College Institution Form  
DCF - II (Attached to University)

Standalone Institution Form  
DCF - III

**Download Software**

Download Adobe Reader

### 7.4 Survey Logs

MHRD can see the logs of survey management of Create/Edit/Restart and Close survey activity. User is enabled to select a particular log activity to show the logs. The logs can also be exported into excel file.

The screenshot shows the MHRD Survey Management interface. At the top, there is a header with the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education'. Below the header, a navigation bar contains 'New survey', 'Edit survey', 'Freeze survey', and 'Survey Logs' (highlighted in orange). The 'Survey Logs' section is active, displaying a table of logs for the survey year 2011-12. The table has columns for User, Date, Action, New Start Date, and New End Date. A single log entry is visible for user 'rachna.sri' with a 'Create' action. An 'Export to Excel' button is located below the table. A left sidebar contains a menu with options like 'User Management', 'Form Management', 'Survey Management', 'Institutional Directory', 'Institution Management', 'Reports', 'Survey Guidelines', 'Progress Monitoring', 'Audit Trail', and 'New User Registration'.

Logs for survey year: 2011-12				
User	Date	Action	New Start Date	New End Date
rachna.sri	2013-03-06 12:21:28.151571	Create	2013-03-14 00:00:00.0	2013-10-01 00:00:00.0

## **8. Form Management Process**

### **Form Fill Up Process**

Downloaded forms now should be filled up with valid data to make it available to upload. Care should be taken to fill up the form and follow validation messages to fill up correct data. All fields marked by \* are mandatory.

#### **8.1 University Form**

**ALL INDIA SURVEY ON HIGHER EDUCATION**

**DATA CAPTURE FORMAT - I**  
**University Form**

**UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS**

**YEAR : 2011 - 2012**

**As on 30th September 2011**



**Ministry of Human Resource Development**  
**Department of Higher Education**  
**New Delhi**

**BLOCK 1A: BASIC INFORMATION** [Help](#)

1. State:

2. \*Name of the University/University Level Institution:

3. (i) \*Postal Address Line 1:

(ii) Postal Address Line 2:

(iii) City:

(iv) \*District:

(v) Web site:

(vi) Total Area [In acre]:

(vii) Total Constructed area [In sq m]:

4. (i) Year of Establishment:  (ii) Year when declared University:

5. University Contact Details:

A. (i) \*Name of Vice Chancellor / Director / Head:

(ii) \*Contact No:

(iii) E-mail id:

B. (i) \*Name of University Nodal Officer for AISHE:

(ii) \*Designation:

(iii) \*Telephone No:  (with STD code) (iv) Mobile:

(v) \*E-mail id:

6. \*Location of the University / University Level Institution  Rural  Urban

7. Geographical referencing: Latitude (in degree) [Range: 0 - 38]  Longitude (in degree) [Range: 68 - 98]

8. \*Type of University / University Level Institution:  In case of Others, please specify

9. (i) \*Is it a Specialized University  Yes  No

(ii) If Yes, then select any one:  In case of Others, please specify

10. \*Whether the University / University Level Institution is exclusively meant for girls  Yes  No

11. (i) \*Staff Quarter Available  Yes  No

ii) If Yes,

Category	Number
Teaching Staff	<input type="text"/>
Non Teaching Staff	<input type="text"/>
Total	<input type="text"/>

12. (i) \*Does the University / University Level Institute has Student Hostel  Yes  No

(ii) If Yes, Number of Hostel:

Sl.NO.	Name of Hostel	Hostel Type	Intake Capacity	No. of Students Residing
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**BLOCK 1B: DETAILS OF THE REGIONAL CENTERS ATTACHED WITH THE OPEN UNIVERSITY / DUAL - MODE UNIVERSITY** [Help](#)

1. (i) Whether the University offers Programme through Distance Education Mode:  Yes  No

(ii) If Yes, Number of Regional centers of the University:

Sl.NO.	Name of the Regional Center	No. of Study Centers	State	District
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

1

**BLOCK 1C: DETAILS OF FACULTY / DEPARTMENT WISE COURSES OFFERED BY THE UNIVERSITY / UNIVERSITY LEVEL INSTITUTIONS** [Help](#)

A. \*Whether the University is constituted from colleges or is only an affiliating University  
(All its Faculties & Departments are located in colleges only & No program runs in University Teaching Departments)  Yes  No

B. List of Faculty & Departments

1   Faculty / School Name

Sl.no.	Name of the Departments / Centres
1	<input type="text"/>

2. Regular Programme Details [All courses in which students are enrolled in the University are to be listed]

Programmes run directly through Faculty/ School (If applicable, Please tick in the adjacent box & list courses in following Table)

	Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
										Year	Month		
<input type="button" value="+"/> <input type="button" value="-"/>													

Programmes run through Departments/ Centres (If applicable, Please tick in the adjacent box & list courses in following Table)

	Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
										Year	Month		
<input type="button" value="+"/> <input type="button" value="-"/>													

Other Programmes, if any (If applicable, Please tick in the adjacent box & list courses in following Table)

	Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
										Year	Month		
<input type="button" value="+"/> <input type="button" value="-"/>													

3. Distance Programme Details

	Faculty / School	Department / Centre	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Number of Applicants	Course Duration		Type	Examination System
										Year	Month		
<input type="button" value="+"/> <input type="button" value="-"/>													

**BLOCK 1D: STAFF INFORMATION** [Help](#)

Note:  
 PWD = Persons with Disability  
 Other Minority = Christians, Sikhs, Buddhists and Zorastrians (Parsis)

1. TEACHING STAFF

Faculty  Department

Designation	Grade Pay	Selection Mode	Type	Number of Teachers in Position										Remarks	
				General Category		Scheduled Cast(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
				Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
<input type="button" value="+"/> <input type="button" value="-"/>		Direct	Total												
			PWD (out of Total)												
			Muslim Minority (out of Total)												
			Other Minority (out of Total)												

Vacancy position of Teaching Staff [Please enter Sanctioned Strength against each Designation / ALL]

Designation	Sanctioned Strength	In Position	Vacancy
ALL			

**2. NON TEACHING STAFF**

Staff Type	Group	Sanctioned Strength	Number of post reserved for PWD	Type	Number in Position								Remarks		
					General Category		Scheduled Cast(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)			Total	
					Total	Female	Total	Female	Total	Female	Total	Female		Total	Female
				Total											
				PWD (out of Total)											
				Muslim Minority (out of Total)											
				Other Minority (out of Total)											

**BLOCK 1E: NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY / INSTITUTION** [Help](#)

Note:  
 PWD = Persons with Disability  
 Other Minority = Christians, Sikhs, Buddhists and Zorastrians (Parsis)

**Regular Course**

Faculty  Department

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled								Remarks		
							General		SC		ST		OBC			Total	
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls


**Distance Course**

Regional Center  State  District

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Type	Year	Category	Number of Total Students Enrolled								Remarks		
							General		SC		ST		OBC			Total	
							Total	Girls	Total	Girls	Total	Girls	Total	Girls		Total	Girls

**Foreign Students Enrollment**

Whether Foreign Students are enrolled in the University  Yes  No

Out of the total student enrollment, number of foreign students in regular education mode

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls

Out of the total student enrollment, number of foreign students in distance education mode

	Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled				
						Total	Girls			
+ -										
<b>BLOCK 1F: EXAMINATION RESULTS</b> <a href="#">Help</a>										
(Number of Students passed / awarded degree in the year 2011 )										
<b>Regular Mode</b>										
Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above		
				Total	Girls	Total	Girls	Total	Girls	
<b>Distance Mode</b>										
Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above		
				Total	Girls	Total	Girls	Total	Girls	
<b>Private / External Students' Result</b>										
Level	Programme	Broad Discipline Group Category	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
					Total	Girls	Total	Girls	Total	Girls
+ -										
<b>BLOCK 1G: FINANCIAL INFORMATION</b> <a href="#">Help</a>										
(During Financial year 2011-2012 )										

INCOME				EXPENDITURE			
S. No	Items	Amount in thousands	Amount converted in absolute Rs	S. No.	Items	Amount in thousands	Amount converted in absolute Rs
1	Grants Received from			1	Salary, Allowances & Retirement Benefits		
(i)	University Grants Commission			2	Buildings (Construction & Maintenance)		
(ii)	Distance Education Council			3	Library & Laboratory		
(iii)	Other Central Government Departments			4	Research Activities		
2	Grants Received from State Government			5	Scholarships		
3	Grants Received from Local Bodies			6	Grants to Colleges		
4	Donations			7	Other Expenses		
5	Tuition Fee			8	Total	0	0
6	Other Fees						
7	Interests						
8	Sale of Application Form						
9	Other Income						
10	Total	0	0				

**BLOCK 1H: INFRASTRUCTURE RELATED DATA** [Help](#)

Please tick mark in the box(es) against the infrastructure and enter the number wherever applicable, which is (are) available in the University / Institution.

Note:  
 NKN = National Knowledge Network  
 NMEICT = National Mission on Education through Information & Communication Technology

1.	Playground		
2.	Auditorium		
3.	Theatre		
4.	Library		
5.	Laboratory		
6.	Conference Hall		

7.	Health Center		
8.	Gymnasium/ Fitness Center		
9.	Indoor Stadium		
10.	Common Room		
11.	Computer Center		
12.	Cafeteria		
13.	Guest House		
14.	Separate Common Room exclusively for Girls		
15.	Solar Power Generation		
16.	Connectivity NKN		
17.	Connectivity NMEICT		

**BLOCK 11: SCHOLARSHIPS, LOANS & ACCREDITATION**

[Help](#)

**1. SCHOLARSHIPS**

Whether University / Institution maintains scholarships data:  Yes  No

Category	Number of Students Receiving Scholarships										Remarks	
	General Category		Scheduled Cast(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

**2. EDUCATION LOANS**

Whether University / Institution maintains education loans data:  Yes  No

Category	Number of Students Availing Education Loans										Remarks	
	General Category		Scheduled Cast(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total			
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female		
Total												
PWD (out of Total)												
Muslim Minority (out of Total)												
Other Minority (out of Total)												

**3. ACCREDITATION**

Whether University / Institution accredited:  Yes  No

If Yes, 

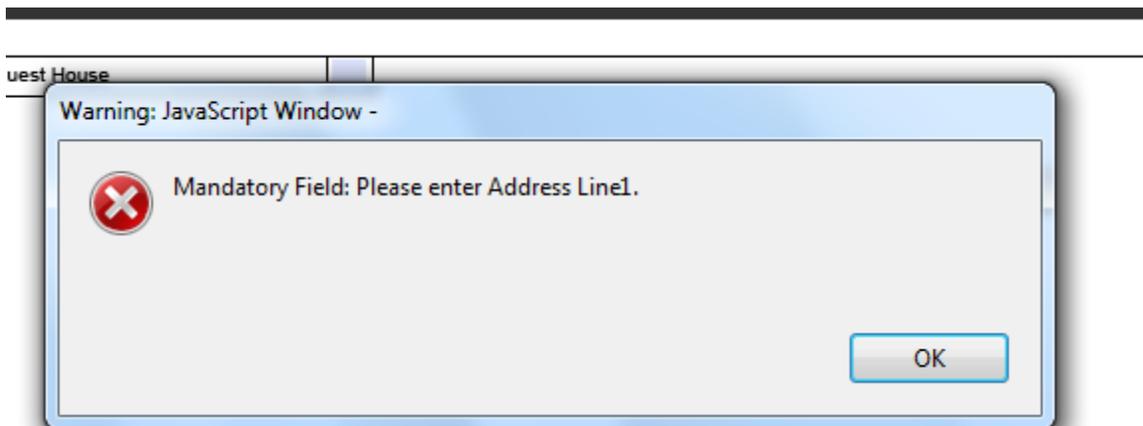
Accreditation Body	Score	Grading

Others, Please specify 

+	-	Accreditation Body	Score	Grading

**BLOCK 1J: REMARKS**

After filling up all mandatory fields user can press Check Form button. A warning message shall be displayed detailing validation errors which has to be corrected to save the form. e.g. if a address line 1 is left empty then following warning message would pop up while checking the form.



Once form is save then can be uploaded. User can modify any incorrect entry through Modify button.

### 8.2 Upload Form Process

This functionality enables a user to upload forms. Each level of user is authorized specific role to upload various kinds of forms. System shall be allowing uploading only those forms which are entitled to that user or it shall give a warning i.e. you are not authorized to upload this type of form.

Below are steps to upload a form.

**Step one:** Click on brows button on the page as given below



It will take user on a window dialog box to choose a file. User can select the file which was downloaded from the form download section & complete data is filled up & saved. Only .pdf file is allowed to be uploaded.

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भारत सरकार  
Ministry of Human Resource Development  
Government of India



अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey of Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD/NUEPA-Officer Home --My Account--

**User Management**

Form Management

Download e-Forms

- University Form - DCF - I
- College/Institution Form - DCF - II (Attached to University)
- Standalone Institution Form - DCF - III

**My Dashboard**

Choose File to Upload

Upload Form

Form Type: -- All -- State: -- All -- Submit

Forms to be Approved

1 to 20.

6, 7, 8 [Next/Last]

Sl No	College/Institute	state	Form Type	Uploaded By	Upload Date	Approved By	Approved Date
1	Ahmedabad University	Gujarat	DCF-I	AHDUNI2009	2011-08-10 18:14:48.684	AHDUNI2009	2011-08-10 18:14:48.684
2	Nirma University of Science & Technology, Gandhinagar	Gujarat	DCF-I	nirmauni	2011-08-18 16:42:19.629	nirmauni	2011-08-18 16:42:19.629
3	Gujarat National Law University, Gandhinagar	Gujarat	DCF-I	pateldharm	2011-08-26 11:30:36.928	pateldharm	2011-08-26 11:30:36.928
4	Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana	Punjab	DCF-I	ruchika.gupta	2011-08-26 15:56:43.374	ruchika.gupta	2011-08-26 15:56:43.374
5	Nirma University of Science & Technology, Gandhinagar	Institute of Technology, Nirma University	DCF-II	nirmauni	2011-09-02 11:46:43.679	nirmauni	2011-09-02 11:46:43.679

Choose File to Upload

File name:

Open Cancel

**Step two:** Click on submit button after selecting a valid form.

### 8.3 Approve Form Process

This functionality enables a user to approve forms uploaded by its subordinate's body's users. User can download forms from here and verify if form is filled up correctly with valid data. User can then approve the form by clicking on approve link on the page. **Form filled and uploaded by the DEO level officer requires mandatory approval by the officer above the DEO.**

There are two tabs on this page named as Approved Forms and Forms to be approved which lists approved and pending forms respectively.

User can filter out uploaded forms by Body, Officers, States and University wise.

Below is the Form Management screen.

## Form Management

You are requested to download the latest DCF (I, II and III) forms before filling. Earlier downloaded forms may

Upload DCF
Dashboard
Delete DCF
Inconsistent DCF
DCF-I Addendum

Filter Form Dashboard

Survey Year:  Form Type:  State:

Approval Status:  Approved  Approval Pending

20 items found, displaying all items.

S. No.	University/Body	College/Institute	State	Form	Uploaded By	Upload Date	Approved By	Approved Date
1	Chankaya National Law University, Patna		Bihar	DCF-I	cnlupatna	2011-09-22 12:16:35.048	cnlupatna	2011-09-22 12:16:35.048
2	Indian Institute of Technology, Patna		Bihar	DCF-I	iitpnodal	2011-09-28 16:53:50.388	iitpnodal	2011-09-28 16:53:50.388

## 9. Institutional Directory

This functional is a general purpose directory where a User can search for a particular University, College or a Standalone Institution as per the various filters provided under separate categories such as State etc.

It falls under following categories:

### 9.1 Universities

Here, the user can search for a University by selecting a particular State.

The screenshot shows the MHRD portal header with the Ministry of Human Resource Development logo and the All India Survey on Higher Education banner. The user is logged in as Anshul Aggarwal. The left sidebar contains navigation options like User Management, Form Management, Survey Management, Institutional Directory, Institution Management, Reports, Survey Guidelines, Progress Monitoring, Audit Trail, and New User Registration. The main content area is titled 'Institutional Directory' and shows the search path: Home > Institutional Directory > Universities. The search filters are set to State: GUJARAT and University: GUJARAT AYURVEDA UNIVERSITY, JAMNAGAR. The search results show one item found, listed in a table with columns: University Name, State/District, Website, and Nodal Officer.

University Name	State/District	Website	Nodal Officer
Gujarat Ayurveda University, Jamnagar	Gujarat/ Jamnagar	www.ayurveduniversity.edu.in	Dr. A. P. Chavda Contact No:- 0 Email:- pro@ayurveduniversity.com

### 9.2 Colleges

Here, The User can search for a College by using the 3 filters as shown below.

The screenshot shows the MHRD portal header and the same user login. The left sidebar is identical to the previous screenshot. The main content area is titled 'Institutional Directory' and shows the search path: Home > Institutional Directory > Colleges. The search filters are set to State: GUJARAT, University: AHMEDABAD UNIVERSITY, and College: AES INSTITUTE OF COMPUTER STUDIES. The search results show one item found, listed in a table with columns: College Name, Address, Website, and Nodal Officers.

College Name	Address	Website	Nodal Officers
AES INSTITUTE OF COMPUTER STUDIES	POST BOX NO. 4206H.L. COLLEGE CAMPUS Ahmadabad	www.aesics.ac.in	Shri Bipin V. Mehta Contact No:- 0 Email:- info@aesics.ac.in

### 9.3 Standalone Institution

The Same functionality can be used to search for an Institution under a particular State.

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

- User Management >
- Form Management >
- Survey Management >
- Institutional Directory >**
- Institution Management >
- Reports >
- Survey Guidelines >
- Progress Monitoring >
- Audit Trail >
- New User Registration >

### Institutional Directory

You are here : Home > Institutional Directory > Standalone Institution

State \*

Institute

One item found.

Institute Name	Address	Website	Nodal Officer
BUDDHA INSTITUTE OF TECHNOLOGY GAYA	Behind Triraj Cold Storage, Industrial Area, On Gaya-Dobhi RoadOn Gaya-Dobhi Road, Gaya	www.bodhgayabit.org	Awadhesh Kumar Contact No:- 09431224777 Email:- awadheshkr77@gmail.com

### 9.4 INC Institutions

The functionality is provided to search for Nursing Institute in a particular State.

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

- User Management >
- Form Management >
- Survey Management >
- Institutional Directory >**
- Institution Management >
- Reports >
- Survey Guidelines >
- Progress Monitoring >
- Audit Trail >
- New User Registration >

### Universities & Colleges

You are here : Home > Universities & Colleges > INC Institutes

State \*

Institute

Nothing found to display

## 10. Institution Management:

This functionality enables user to Add, Edit, View or Delete a particular University. The following 4 snapshots depict the 4 features of the same.

### 10.1 Universities:

#### 10.1.1 Add:

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India

अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

**Institution Management - University**

You are here : Home > Institutional Management > University

State \* BIHAR

Enter University Name \* University Name

Eg:- Delhi Technical University,Delhi

Submit

#### 10.1.2 View:

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India

अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer Home --MY ACCOUNT--

**Institution Management - University**

You are here : Home > Institutional Management > Universities

State \* ARUNACHAL PRADESH

Eg:- Delhi Technical University,Delhi

3 items found, displaying all items.

University Name	Edit	Delete
National Institute of Technology Arunachal Pradesh		
North Eastern Regional Institute of Science & Technology, Papum Pare, Itanagar		
Rajiv Gandhi University, Itanagar		

3 items found, displaying all items.

Download e-Forms

10.1.3 Edit:

The screenshot shows the 'Institution Management - University' page. The header includes the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education'. The user is logged in as 'Anshul Aggrawal, MHRD Officer'. The left sidebar contains navigation options like 'User Management', 'Form Management', 'Survey Management', etc. The main content area shows a form with fields for 'State \*' (BIHAR), 'University Name \*' (abc 1), and 'Shift To State \*' (ARUNACHAL PRADESH). Below the form is a table listing universities with 'Edit' and 'Delete' icons.

University Name	Edit	Delete
abc 1		
Aryabhata Knowledge University, Patna		
Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur		
Bhupendra Narayan Mandal University, Madhepura		
Bihar Agriculture University, Sabour		
Central University of Bihar, Patna		
Chankaya National Law University, Patna		
Indian Institute of Technology, Patna		

10.1.4 Delete:

The User here can delete a particular University & its corresponding data by clicking on the “Delete” Icon.

The screenshot shows the 'Institution Management - University' page with the 'State \*' dropdown set to 'ARUNACHAL PRADESH'. The table below shows a list of universities with 'Edit' and 'Delete' icons.

University Name	Edit	Delete
National Institute of Technology Arunachal Pradesh		
North Eastern Regional Institute of Science & Technology, Papum Pare, Itanagar		
Rajiv Gandhi University, Itanagar		

## 10.2 Colleges:

This functionality enables users to Add, View, and Edit, Affiliate, De-affiliate, Delete and View Log for colleges. The following snapshots depict these features of the same.

### 10.2.1 Add:

The users here can add a particular college & its corresponding data by clicking on "Add" button.

The screenshot shows the MHRD web application interface. At the top, there is a header with the Ministry of Human Resource Development logo and the text "अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education". Below the header, a navigation bar displays "Welcome Anshul Aggarwal , You are logged in as MHRD Officer" and a user account dropdown menu set to "--MY ACCOUNT--".

The main content area is titled "Institution Management - College". Below the title, a breadcrumb trail reads: "You are here : Home > Institutional Management > College Management - Add New College ( for Survey Year : 2011-2012 )".

The form contains the following fields:

- \*University State: ---SELECT STATE OF UNIVERSITY---
- \*University Name: ---SELECT UNIVERSITY---
- \*College Type: ---SELECT COLLEGE TYPE---
- \*College State: ---SELECT STATE OF COLLEGE---
- \*College District: ---SELECT DISTRICT OF COLLEGE---
- \*College Name: Write College Name here...

At the bottom right of the form, there are two buttons: "Add" and "Reset".

On the left side, there is a sidebar menu with the following items:

- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

Below the sidebar menu, there is a section titled "Download e-Forms" with the following links:

- University Form - DCF - I
- College Institution Form DCF - II (Attached to University)
- Standalone Institution Form DCF - III

At the bottom of this section, there is a link for "Download Software".

10.2.2 View:

The users here can View particular of a college under any University, States and College.

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भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer
Home --MY ACCOUNT--

- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

### Institution Management - College

You are here : Home > Institutional Management > College Management - View College ( for Survey Year : 2011-2012 )

\*University State :

\*Select College Location:  
 Same State  Other States

\*University Name :

College Type:

[All](#) | [A](#) | [B](#) | [C](#) | [D](#) | [E](#) | [F](#) | [G](#) | [H](#) | [I](#) | [J](#) | [K](#) | [L](#) | [M](#) | [N](#) | [O](#) | [P](#) | [Q](#) | [R](#) | [S](#) | [T](#) | [U](#) | [V](#) | [W](#) | [X](#) | [Y](#) | [Z](#)  
 50 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5 [Next/Last]

Serial No	College Name	College Type	State	District	University Name
1	Indraprastha College for Women	Affiliated Col	Delhi	EAST	University of Delhi
2	Institute of Home Economics	Affiliated Col	Delhi	SOUTH	University of Delhi
3	Janki Devi Memorial College	Affiliated Col	Delhi	CENTRAL	University of Delhi
4	Jesus & Mary College	Affiliated Col	Delhi	NEW DELHI	University of Delhi
5	Kamala Nehru College	Affiliated Col	Delhi	SOUTH	University of Delhi
6	Keshav Mahavidyalaya	Affiliated Col	Delhi	NORTH WEST	University of Delhi
7	Lady Hardinge Medical College	Affiliated Col	Delhi	NEW DELHI	University of Delhi
8	Lady Shri Ram College for Women	Affiliated Col	Delhi	SOUTH	University of Delhi
9	Maharaja Agrasen College	Affiliated Col	Delhi	EAST	University of Delhi
10	Maharishi Valmiki College of Education	Affiliated Col	Delhi	EAST	University of Delhi

50 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5 [Next/Last]

Export to Excel

10.2.3 Edit:

The users here can edit particular of a college by through this functionality.

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भारत सरकार  
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All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer
Home --MY ACCOUNT--

[User Management](#)  
[Form Management](#)  
[Survey Management](#)  
[Institutional Directory](#)  
[Institution Management](#)  
[Reports](#)  
[Survey Guidelines](#)  
[Progress Monitoring](#)  
[Audit Trail](#)  
[New User Registration](#)

### Institution Management - College

You are here : Home > Institutional Management > Edit College ( for Survey Year : 2011-2012 )

\*University State :
DELHI

\*Select College Location:

 Same State
  Other States

\*University Name :
UNIVERSITY OF DELHI

College Type:
AFFILIATED COLLEGE - 1

Submit
Reset

[A](#)
[B](#)
[C](#)
[D](#)
[E](#)
[F](#)
[G](#)
[H](#)
[I](#)
[J](#)
[K](#)
[L](#)
[M](#)
[N](#)
[O](#)
[P](#)
[Q](#)
[R](#)
[S](#)
[T](#)
[U](#)
[V](#)
[W](#)
[X](#)
[Y](#)
[Z](#)

50 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5 [Next/Last]

Serial No	College Name	College Type	State	District	Edit College
1	Indraprastha College for Women	AFFILIATED COL	Delhi	EAST	
2	Institute of Home Economics	AFFILIATED COL	Delhi	SOUTH	
3	Janki Devi Memorial College	AFFILIATED COL	Delhi	CENTRAL	
4	Jesus & Mary College	AFFILIATED COL	Delhi	NEW DELHI	
5	Kamala Nehru College	AFFILIATED COL	Delhi	SOUTH	
6	Keshav Mahavidyalaya	AFFILIATED COL	Delhi	NORTH WEST	
7	Lady Hardinge Medical College	AFFILIATED COL	Delhi	NEW DELHI	
8	Lady Shri Ram College for Women	AFFILIATED COL	Delhi	SOUTH	
9	Maharaja Agrasen College	AFFILIATED COL	Delhi	EAST	

Download e-Forms

University Form - DCF - I
College Institution Form DCF - II (Attached to University)
Standalone Institution Form DCF - III

Download Software  
Download Adobe Reader

On clicking **Edit** link user shall be able to edit Name, State, District and College Type.

- User Management >
- Form Management >
- Survey Management >
- Institutional Directory >
- Institution Management >**
- Reports >
- Survey Guidelines >
- Progress Monitoring >
- Audit Trail >
- New User Registration >

### Institution Management - College

You are here : Home > Institutional Management > Edit College ( for Survey Year : 2011-2012 )

\*University State :

\*Select College Location:

Same State  Other States

\*University Name :

College Type :

Download e-Forms

University Form - DCF - I

College Institution Form  
DCF - II (Attached to  
University)

Standalone Institution Form  
DCF - III

Download Software

Download Adobe Reader

[All](#) [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)

50 items found, displaying 1 to 10, [First/Prev] 1, 2, 3, 4, 5 [Next/Last]

Serial No	College Name	College Type	State	District	Edit College
1	Indraprastha College for Women	AFFILIATED COL	Delhi	EAST	
2	Institute of Home Economics	AFFILIATED COL	Delhi	SOUTH	
3	Janki Devi Memorial College	AFFILIATED COL	Delhi	CENTRAL	
4	Jesus & Mary College	AFFILIATED COL	Delhi	NEW DELHI	
5	Kamala Nehru College	AFFILIATED COL	Delhi	SOUTH	
6	Keshav Mahavidyalaya	AFFILIATED COL	Delhi	NORTH WEST	
7	Lady Hardinge Medical College	AFFILIATED COL	Delhi	NEW DELHI	
8	Lady Shri Ram College for Women	AFFILIATED COL	Delhi	SOUTH	
9	Maharaja Agrasen College	AFFILIATED COL	Delhi	EAST	
10	Maharishi Valmiki College of Education	AFFILIATED COL	Delhi	EAST	

#### Edit College Details

Edit College Name	Indraprastha College for Women		
Current College State	<input type="text" value="DELHI"/>	*New College State :	<input type="text" value="DELHI"/>
Current College District	<input type="text" value="EAST"/>	*New College District:	<input type="text" value="EAST"/>
Current College Type	<input type="text" value="AFFILIATED COL"/>	*New College Type:	<input type="text" value="AFFILIATED COLLEGE - 1"/>

10.2.4 Affiliate:

The users here can Affiliate a college to a university by selecting Affiliating University, States

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All India Survey on Higher Education

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Home --MY ACCOUNT--

- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management**
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

### Institution Management - College

You are here : Home > Institutional Management > College Management - Affiliate College ( for Survey Year : 2011-2012 )

\*State of Affiliating University:

\*Name of Affiliating University:

\*State of De-affiliating University:

\*Name of De-affiliating University:

7 items found, displaying all items. 1

De-affiliated College Name	De-affiliating Univ. Name	College State	College Type	College District
<input type="checkbox"/> Delhi College of Arts & Commerce	University of Delhi	Delhi	Affiliated Col	SOUTH WEST
<input type="checkbox"/> Delhi Institute of Pharmaceutical Sciences & Research	University of Delhi	Delhi	Affiliated Col	SOUTH
<input type="checkbox"/> Deshbandhu College	University of Delhi	Delhi	Affiliated Col	SOUTH
<input type="checkbox"/> Durgabai Deshmukh College of Special Education	University of Delhi	Delhi	Recognized Ce	SOUTH
<input type="checkbox"/> Dyal Singh College (Evening)	University of Delhi	Delhi	Affiliated Col	SOUTH
<input type="checkbox"/> Hans Raj College	University of Delhi	Delhi	Affiliated Col	NORTH
<input type="checkbox"/> Lakshmi Bai College	University of Delhi	Delhi	Affiliated Col	NORTH WEST

7 items found, displaying all items. 1

10.2.5 De-affiliate:

The users here can De-Affiliate a college to the corresponding University by clicking on “Deaffiliate” button.

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All India Survey on Higher Education

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- User Management
- Form Management
- Survey Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail
- New User Registration

### Institution Management - College

You are here : Home > Institutional Management > College Management - College Deaffiliation ( for Survey Year : 2011-2012 )

\*State of University:

\*Name of De-affiliating University:

All | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

53 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5, 6 [Next/Last]

College Name	College District	College State	College Type
<input type="checkbox"/> Indraprastha College for Women	EAST	Delhi	Affiliated Col
<input type="checkbox"/> Institute of Home Economics	SOUTH	Delhi	Affiliated Col
<input type="checkbox"/> Janki Devi Memorial College	CENTRAL	Delhi	Affiliated Col
<input type="checkbox"/> Jesus & Mary College	NEW DELHI	Delhi	Affiliated Col
<input type="checkbox"/> Kamala Nehru College	SOUTH	Delhi	Affiliated Col
<input type="checkbox"/> Keshav Mahavidyalaya	NORTH WEST	Delhi	Affiliated Col
<input type="checkbox"/> Lady Hardinge Medical College	NEW DELHI	Delhi	Affiliated Col
<input type="checkbox"/> Lady Shri Ram College for Women	SOUTH	Delhi	Affiliated Col
<input type="checkbox"/> Maharaja Agrasen College	EAST	Delhi	Affiliated Col
<input type="checkbox"/> Maharishi Valmiki College of Education	EAST	Delhi	Affiliated Col

53 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5, 6 [Next/Last]

All | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

10.2.6 Delete:

The users here can delete a particular college & its corresponding data by clicking on “Delete” icon.

The screenshot displays the 'Institution Management - College' interface. At the top, it shows the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education'. Below the header, a user notification reads 'Welcome Anshul Aggarwal, You are logged in as MHRD Officer' and a dropdown menu shows 'Home --MY ACCOUNT--'. The left sidebar contains a navigation menu with options like 'User Management', 'Form Management', 'Survey Management', 'Institutional Directory', 'Institution Management', 'Reports', 'Survey Guidelines', 'Progress Monitoring', 'Audit Trail', and 'New User Registration'. The main content area is titled 'Institution Management - College' and shows the breadcrumb 'You are here : Home > Institutional Management > College Management - College Deletion ( for Survey Year : 2011-2012 )'. Below this, there are two dropdown menus: '\*State of University:' set to 'DELHI' and '\*Name of De-affiliating University:' set to 'UNIVERSITY OF DELHI'. There are 'Submit' and 'Reset' buttons. A table lists 7 colleges with columns for 'College Name', 'College District', 'College State', and 'College Type'. The table includes entries like 'Delhi College of Arts & Commerce', 'Delhi Institute of Pharmaceutical Sciences & Research', 'Deshbandhu College', 'Durgabai Deshmukh College of Special Education', 'Dyal Singh College (Evening)', 'Hans Raj College', and 'Lakshmi Bai College'. At the bottom of the table, there are 'Delete', 'UpgradeToUniversity', and 'Reset' buttons.

10.2.7 View Log

The users can View Log for particular Log Type by clicking on “Submit” button.

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भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD Officer
Home --MY ACCOUNT--

- User Management >
- Form Management >
- Survey Management >
- Institutional Directory >
- Institution Management >
- Reports >
- Survey Guidelines >
- Progress Monitoring >
- Audit Trail >
- New User Registration >

### Institution Management - University

You are here : Home > Institutional Management > College Management - View Log ( for Survey Year : 2011-2012 )

Log Type:

All | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

College Name	Affiliating University	Deleted Date Time	Deleted By	Survey Year
Dyal Singh College	Dyal Singh College	3/1/13 12:15:16 PM, 161	anshul	2011-2012
Gargi College	Gargi College	3/1/13 11:28:08 AM, 665	anshul	2011-2012
Hindu College	Hindu College	3/1/13 4:22:54 PM, 649	anshul	2011-2012
Indira Gandhi Institute of Physical Education & Sports Sciences	Indira Gandhi Institute of Physical Education & Sports Sciences	3/1/13 12:39:35 PM, 641	anshul	2011-2012
Kirori Mal College	Kirori Mal College	3/1/13 12:20:42 PM, 105	anshul	2011-2012
Lady Irwin College	Lady Irwin College	3/1/13 2:41:59 PM, 773	anshul	2011-2012

All | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

**Download e-Forms**

- University Form - DCF - I
- College Institution Form DCF - II (Attached to University)
- Standalone Institution Form DCF - III

**Download Software**

- Download Adobe Reader



### 10.3 Standalone Institution:

This functionality enables user to Add, Edit, View or Delete a particular Standalone Institution. The following 4 snapshots depict the 4 features of the same.

#### 10.3.1 Add

The screenshot displays the MHRD portal interface. At the top, the header includes the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण' (All India Survey on Higher Education). The user is logged in as 'Anshul Aggarwal, MHRD-Officer'. The main content area is titled 'Institution Management - Standalone Institution'. A breadcrumb trail shows 'Home > Institution Management > Standalone Institution'. The form contains the following fields:

- State \*: GUJARAT
- Institute Type \*: STATE TECHNICAL BODY
- Institute Name \*: [Empty text box]

An example text below the name field reads: 'Eg:- Government Polytechnic, Delhi'. A 'Submit' button is located at the bottom right of the form. On the left sidebar, there is a menu with options like 'User Management', 'Form Management', 'Institutional Directory', 'Institution Management', 'Reports', 'Survey Guidelines', 'Progress Monitoring', and 'Audit Trail'. Below the menu is a 'Download e-Forms' section with links for 'University Form - DCF - I', 'College/Institution Form - DCF - II (Attached to University)', and 'Standalone Institution Form - DCF - III'.

10.3.2 View

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD-Officer Home --MY ACCOUNT--

- User Management
- Form Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail

---

Download e-Forms

- University Form - DCF - I
- College/Institution Form - DCF - II (Attached to University)
- Standalone Institution Form - DCF - III

### Institution Management - Standalone Institution

You are here : Home > Institution Management > Standalone Institution

Current State \* DELHI

Institute Type \* STATE TECHNICAL BODY

Eg:- Government Polytechnic, Delhi

62 items found, displaying 1 to 20.  
[First/Prev] 1, 2, 3, 4 [Next/Last]

Institute Name	Edit	Delete
ADITYA INSTITUTE OF TECHNOLOGY, DELHI		
AMBEDKAR POLYTECHNIC SHAKARPUR (OPP MADHUBAN)		
APEEJAY SCHOOL OF MANAGEMENT		
ARYABHAT POLYTECHNIC G.T.KARNAL ROAD		
ASIA-PACIFIC INSTITUTE OF MANAGEMENT		
BHAI PARMANAND INSTITUTE OF BUSINESS STUDIES SHAKARPUR (OPP MADHUBAN)		
BHARATIYA VIDYA BHAVAN'S USHA AND LAKSHMI MITTAL INSTITUTE OF MANAGEMENT		

10.3.3 Edit

मानव संसाधन विकास मंत्रालय  
भारत सरकार  
Ministry of Human Resource Development  
Government of India
अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण  
All India Survey on Higher Education

Welcome Anshul Aggarwal , You are logged in as MHRD-Officer Home --MY ACCOUNT--

- User Management
- Form Management
- Institutional Directory
- Institution Management
- Reports
- Survey Guidelines
- Progress Monitoring
- Audit Trail

---

Download e-Forms

- University Form - DCF - I
- College/Institution Form - DCF - II (Attached to University)
- Standalone Institution Form - DCF - III

### Institution Management - Standalone Institution

You are here : Home > Institution Management > Standalone Institution

Current State \* DELHI

Institute Type \* STATE TECHNICAL BODY

Institute Name ADITYA INSTITUTE OF TECHNOLOGY, DELHI

Shift to State ---SELECT STATE--- Submit

Eg:- Government Polytechnic, Delhi

62 items found, displaying 1 to 20.  
[First/Prev] 1, 2, 3, 4 [Next/Last]

Institute Name	Edit	Delete
ADITYA INSTITUTE OF TECHNOLOGY, DELHI		
AMBEDKAR POLYTECHNIC SHAKARPUR (OPP MADHUBAN)		
APEEJAY SCHOOL OF MANAGEMENT		

### 10.3.4 Delete:

The User here can delete a particular Standalone Institution & its corresponding data by clicking on the “Delete” Icon.

The screenshot shows the MHRD portal interface. The header includes the Ministry of Human Resource Development logo and the text 'अखिल भारतीय उच्चतर शिक्षा सर्वेक्षण All India Survey on Higher Education'. The user is logged in as 'MHRD-Officer'. The main content area is titled 'Institution Management - Standalone Institution' and shows a list of institutions with 'Edit' and 'Delete' icons for each entry.

Institute Name	Edit	Delete
ADITYA INSTITUTE OF TECHNOLOGY, DELHI		
AMBEDKAR POLYTECHNIC SHAKARPUR (OPP MADHUBAN)		
APEEJAY SCHOOL OF MANAGEMENT		
ARYABHAT POLYTECHNIC G.T.KARNAL ROAD		
ASIA-PACIFIC INSTITUTE OF MANAGEMENT		
BHAI PARMANAND INSTITUTE OF BUSINESS STUDIES SHAKARPUR (OPP MADHUBAN)		
BHARATIYA VIDYA BHAVAN'S USHA AND LAKSHMI MITTAL INSTITUTE OF MANAGEMENT		

## 11. Know your Approving Authority

A user can know it's approving authority information by selecting his role in Select Your Role dropdown

### Steps to search you're approving authority Information.

- Click on Know Your Approving Authority Officer at the right panel of Home Page.
- Select your role in the dropdown
- Select the state where your Institute is located or your University is located.
- Select the University in the drop down if you are a College Officers.
- Click on the Search button

## Know Your Approving Authority

Role Profile		* Mandatory
Select Your Role *	COLLEGE-OFFICER	
State *	04 - CHANDIGARH	
University*	PANJAB UNIVERSITY,CHANDIGARH	

Sr. No.	Approving Authority	Role Name	Contact Number	E-Mail Id
1	Ravi K Mahajan	University-Officer	Mobile: Landline: 01722534316	rkmahajan@pu.ac.in
2	NANDITA SHUKLA SINGH	SNO-Officer	Mobile: 9815913327 Landline:	drnandita@rediffmail.com
3	Vijay P. Goel	MHRD/NUEPA-Officer	Mobile: 098684379 Landline: 01123381484	vjayp54@gmail.com
4	Sanjay	MHRD/NUEPA-Officer	Mobile: 9312079165 Landline: 01123381877	sanjay.digi@nic.in
5	Ruchika	MHRD/NUEPA-Officer	Mobile: 9968392052 Landline: 011-23385935	ruchika.gupta@nic.in

## 12. Reports

User can generate various reports in this module, reports can be generated by with and without applying filters of States Name, Institution Name, Institution type etc.

Reports are divided into following category.

- Level wise report
- State Wise report
- Institution wise report
- Category wise report

Report Category then further is divided into combination of two categories such as State wise Level wise or Institution wise Category wise etc. Report can be generated in PDF and in EXCEL format.

Below is attached list of report list.



Adobe Acrobat  
Document

### 12.1 Screen layout

Below is screen layout of Report home page, Reports are divided into sections. Basic Reports section is marked as red.

Welcome Anshul Aggrawal , You are logged in as MHRD Officer Home --MY ACCOUNT--

- User Management >
- Form Management >
- Survey Management >
- Institutional Directory >
- Institution Management >
- Reports >**
- Survey Guidelines >
- Progress Monitoring >
- Audit Trail >
- New User Registration >

---

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University Form - DCF - I

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DCF - II (Attached to University)

Standalone Institution Form  
DCF - III

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## Reports

You are here : Home > Reports

Survey Year: 2011 - 2012

Business Intelligence Reports			
Basic Reports			
1.	University Report (DCF - I)	Report 1	Generate PDF -
2.	College Report (DCF - II)	Report 2	Generate PDF -
3.	Standalone Institution Report (DCF - III)	Report 3	Generate PDF -

- List Of Institutions
- Number Of Institutions
- Teaching Staff
- Non Teaching Staff
- Student Enrolment
- Gender Ratio
- Out Turn
- Infrastructure
- Progress Monitoring
- Finance
- Pupil Teacher Ratio
- Programmes & Discipline
- List of All Colleges

## 12.2 Report Generation without filter.

Click on Generate PDF link against report “State-wise List of Stand-Alone Institutions”

The screenshot shows the 'Reports' section of the application. At the top, there is a breadcrumb 'You are here : Home > Reports' and a 'Survey Year' dropdown set to '2010-2011'. Below this is a list of report categories: 'Business Intelligence Reports', 'Basic Reports', and 'List Of Institutions'. Under 'List Of Institutions', two reports are listed:

Report Name	Report ID	Generate PDF	Generate Excel
1. State-wise List of Universities & Attached Institutions	Report 4	Generate PDF	Generate Excel
2. State-wise List of Stand-Alone Institutions	Report 5	Generate PDF	Generate Excel

A modal dialog titled 'Opening Report 5 12102012122752463PM.pdf' is open in the foreground. It contains the following text:

You have chosen to open  
**Report 5 12102012122752463PM.pdf**  
which is a: Adobe Acrobat Document  
from: http://aishe.nic.in

What should Firefox do with this file?

Open with: Adobe Reader (default) [dropdown]  
 Save File  
 Do this automatically for files like this from now on.

Buttons: OK, Cancel

Below the dialog, the text 'National Informatics Centre.' and a small icon are visible.

## 12.3 Report Generation with filter.

Click on “Category-Wise Number Of Male & Female Non-Teaching Staff In University & Its Colleges” report, it will take you to new screen where Non Teaching Staff Type dropdown allows user to select a filter value to generate report.

## Report

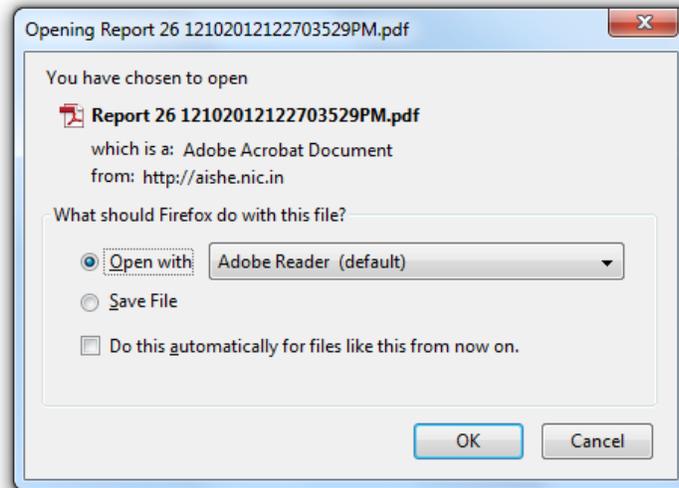
You are here : [Home](#) > [Reports](#) > Non-Teaching Staff > Category-Wise Number Of Male & Female Non-Teaching Staff In University & Its Colleges

Non-Teaching Staff Type:

NON TEACHING STAFF EXCLUDING LIB & PHY EDUCATION - 1 ▾

Generate Report

Reset



### 12.4 Static Contains

Information about AISHE Survey is available on application home page which can be access through various links.

Below is the list of the link.

- ABOUT MHRD: Details about MHRD.
- ABOUT SURVEY: Details about Survey.
- TASK FORCE & COMMITTEES: Details about Task Force & other Committees constituted for AISHE
- RELATED LINKS: Link for other related organizations such as AICTE, MCI etc
- CONTACT US: Contact information of AISHE officials.
- Directory of Institutions: This contains Directory of Universities and its colleges and stand-alone institutions.
- Survey Guidelines: Instruction Manual, User Manual, Guidelines for Universities, Colleges and stand-alone Institutions and State Nodal Officers
- Data Capture Formats: Word Files of the 3 Data capture formats; DCF-I, DCF-II & DCF-III of survey can be downloaded through this link. **These forms can only be used to fill the data in hard copy. These cannot be uploaded on the survey Portal. Formats which could be uploaded can be accessed only after login through login id and password on the portal.**

- Reports: Pilot Report can be downloaded through this link. Other reports, compiled from the survey data will be available as and when prepared.

### **12.5 Business Intelligence Reports**

BI Reports can be generated through a BI User Interface , User may need to login the Interface to generate the reports.

**Annexure:**

**Role Access Matrix:** Each User is assigned with specific role that shall enable her to access a particular functionality in the application. Attached is the annexure that specifies report level access to a particular user of a level.



Reports-Access-Matr  
ix.xlsx