

# User manual- College login



**JnānaBhūmi**

Enabling Excellence

**A Smart Education Portal**

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## JnanaBhumi- A Smart Education Portal

Ensuring inclusive and equitable quality education and promoting lifelong learning opportunities for all is among the UNDP Sustainable Development Goals and is a key focus area of the Government of Andhra Pradesh under the leadership of Shri. Nara Chandrababu Naidu, Honorable Chief Minister of Andhra Pradesh.

JnanaBhumi, a Student cum Educational Institution Management System is an extension of this aforementioned vision and an effort to provide swift, on time in full services seamlessly to the student community of Andhra Pradesh. This is a platform that will drive change by leveraging on the network of colleges, universities and students

Home Page Website:

[jnanabhumi.ap.gov.in](http://jnanabhumi.ap.gov.in)

The screenshot shows the home page of the JnanaBhumi portal. At the top, there are social media icons for Facebook and Twitter, and language options for Hindi, తెలుగు, and ENGLISH. The navigation menu includes: Home, About Us, Skill Upgradation (NCEU), Hostels & Residentials, Premetric 2018-19, Premetric 2017-18, House Site Land Levelling Report, FAQ's, MTF / RTF Orders, GOs, Contact Us, and Login. The main banner features the JnanaBhumi logo with the tagline 'Enabling Excellence' and a mission statement. To the right is the emblem of the Government of Andhra Pradesh. Below the banner is a grid of service tiles:

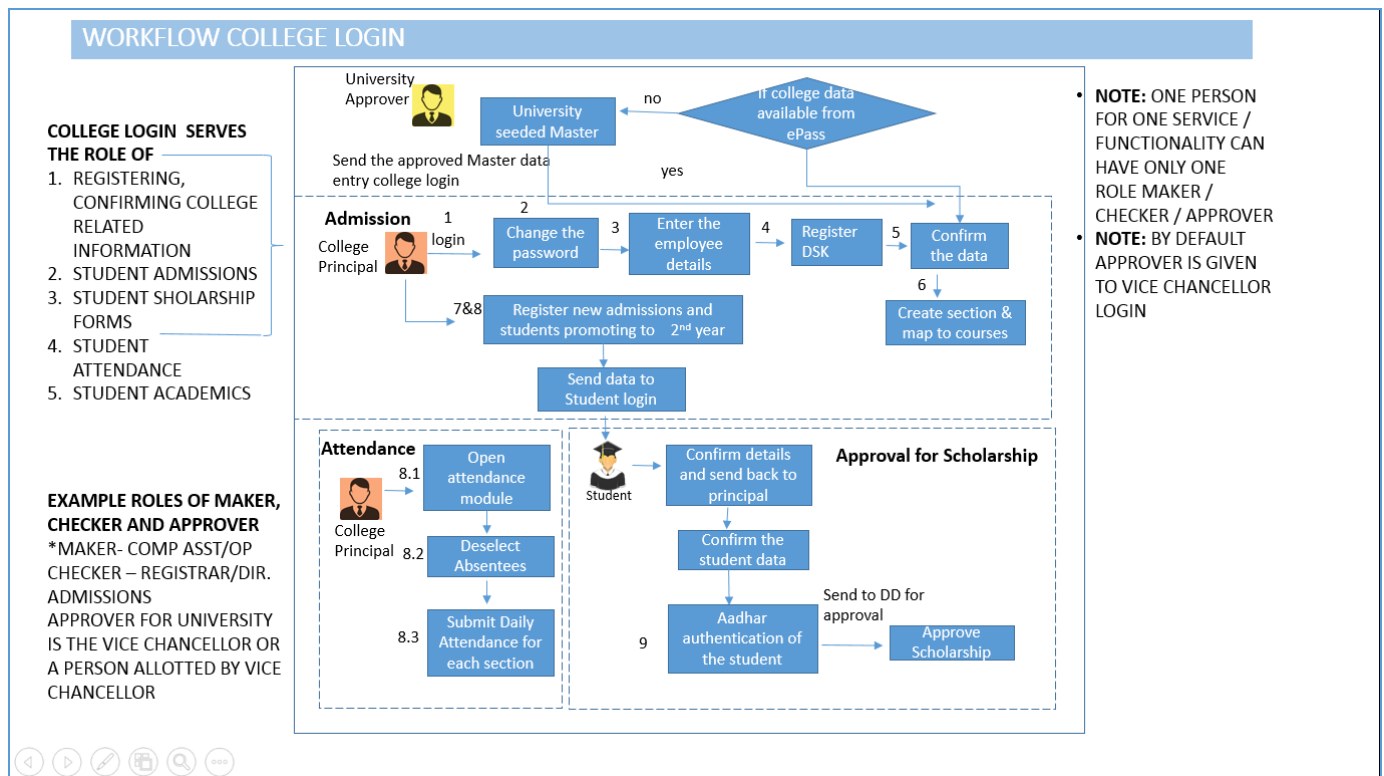
<b>2017-18</b>   <b>2018-19</b> APPSC GROUP-I Coaching (BC,EBC,KAPU & MINORITY) <a href="#">Click here</a>	AP SW Study Circle Academic Coordinator <a href="#">Click Here</a>	<b>AP Social Welfare Residential Educational Institutions Society</b> <b>General Recruitment Notification.</b>	AP Social Empowerment Fellowship. Registrations are Open <a href="#">Click here</a>	NTR Vidyonnathi <a href="#">Click here</a>	
Approved / Registered / Total Colleges 2018-19: 7934 / 8178 / 8302	Academic Calendar Given Courses 2018-19: 2008	Board of Intermediate Education Vijayawada, A.P.	College fee structure data status 2018-19: 3786	DSK Registered Colleges/Total Registrations 2018-19: 7914 / 7962	
Renewal Admissions 999960 / 999942 2018-19 / 2017-18	Renewal Scholarships Sanctioned 970445 / 999960 2018-19 / 2017-18	New Admissions 760599 / 759559 2018-19 / 2017-18	Fresh Scholarships Sanctioned 678710 / 760599 2018-19 / 2017-18	Biometric Devices 7363 / 8012	Analytics   GIS

Figure 1 Home Page

## College login summary

College login has the following services

- College employee details entry
- Registering, confirming college related information
- Student admissions
- Student scholarship forms
- Student attendance
- Student academics



## 1. Login

Click on Login button.

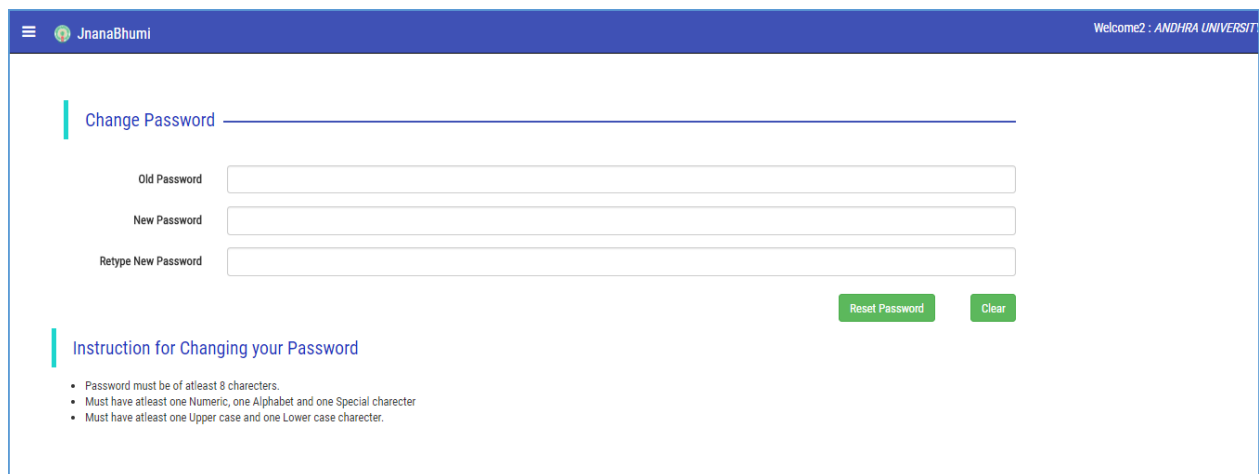
### Login with College Id

## 2. Change Password:

This is a mandatory step for the user.

Steps involved to change password

- Enter old password
- Enter new password
- Renter new password to confirm it.



The screenshot shows a web interface for changing a password. At the top, there is a blue header with the logo 'JnanaBhumi' on the left and 'Welcome2 : ANDHRA UNIVERSITY' on the right. Below the header, the main content area has a title 'Change Password' followed by a horizontal line. There are three input fields: 'Old Password', 'New Password', and 'Retype New Password'. To the right of these fields are two green buttons: 'Reset Password' and 'Clear'. Below the input fields, there is a section titled 'Instruction for Changing your Password' with a bulleted list of requirements: 'Password must be of atleast 8 characters.', 'Must have atleast one Numeric, one Alphabet and one Special character', and 'Must have atleast one Upper case and one Lower case character.'

## 3. Enter the employee details

- The college principal has to enter and confirm the college employee details for digital key registration.
- At least details of two persons (Principal & other person) to be inserted to proceed to next screen.
- Enter and confirm all the details.
- If the data entered is wrong, click reset button.

**Employee Details**

**1** Designation Type : \*

**2** Designation : \*

**3** Employee Type : \*

**4** Aadhar : \*

**5** Name : \*

**6** Date Of Birth : \*

**7** Gender : \*  Male  Female

**8** Date of entering service : \*

**9** Present Designation From : \*

(for Teaching staff please enter the date of DL Designation)

**10** Qualification : \*

**11** Scale : \*

**12** Mobile No : \*

**13** Confirm Mobile No : \*

**14** Email : \*

**15** Confirm Email : \*

Employee Profile:

Employee Photo:  No file chosen

**16**

**17**

S no	Field Name	Description	Error Message
1	Designation type	Drop down – select the designation type from the list	Please select the designation type
2	Designation	Drop down – Select the designation from the list	Please select the designation
3	Employee type	Drop down – Select the employee type from the list	Employee type required
4	AADHAR	Text field- enter the AADHAR number of the employee	AADHAR number required
5	Name	Text field- enter the name of the employee	Name required
6	Date of birth	Date picker- select the date from the calendar	DOB required
7	Gender	Select box- select the gender	Gender required
8	Date of entering service	Date picker- select the date from the calendar	
9	Present designation from	Date picker- select the date from the calendar	

10	Qualification	Drop down- select employee qualification from the drop down list	Qualification required
11	Scale	Text field- enter the employee pay scale	Pay scale required
12	Mobile number	Text field – enter the employee mobile number	Mobile number required
13	Confirm mobile number	Text field – re-enter the employee mobile number	Mobile number required
14	Email	Text field – enter employee email id	Email id required
15	Confirm email	Text field – re-enter the employee email id	Email id required
16	Employee profile	Text field – enter the employee profile	
17	Employee photo	Upload the employee photo	

- When user press save to insert the data, navigates to screen showing message “ successfully inserted “ & Asking for Digital sign key for the user.



- If the user selects “Yes”
- If the user selects “No” and clicks “submit” button, then proceed to next screen.



#### 4. Digital signature registration:

##### Instructions for Digital signature registration

- Connect the DSK dongle in USB port. (Please use ePAss2003Auto Dongle)
- Select the RUN button when a window prompts for confirmation
- Enter the “Digital Signature Dongle Password” when is asks for enter password.
- After successful sign-in, a window prompts the message “ Digital Signed Successfully/Registered Successfully)
- After Registration please take printout of the file and get signed by the principal and forward it to affiliating authority.

##### Steps for Digital signature registration

- Click on digital signature registration
- Select YES for “Do you have Digital signature key”
- Select name of the principal/Authorized signatory of trust from the drop down list .If the name is not in the list, then click “Register Employee “to insert employee details.
- Click “Register “.

**Details of Authorized Signatory of trust**

Do you have a Digital Signature Key : \* Yes  No

Name of Principal/Authorized Signatory of trust \*:

Details Of Authorized Signatory	
Name Of the Signatory	2313
Designation	Assoc. Prof.
Email Id	esha@123.com
Aadhar No.	33333333333
Mobile	8885287634

List of Authorized Signatory of trust							
S.no	Name of Principal/Authorized Signatory of trust	Designation	Mobile No	From Date	To Date	Status Description	File Action
No records found							


A message/warning box asking to run the application will display when user clicks on “Register”.

**Details of Authorized Signatory of trust**

Do you have a Digital Signature Key : \* Yes  No

**Security Warning**

**Do you want to run this application?**

 **Publisher:** UNKNOWN  
**Location:** http://localhost:8080

**Running this application may be a security risk**

**Risk:** This application will run with unrestricted access which may put your computer and personal information at risk. The information provided is unreliable or unknown so it is recommended not to run this application unless you are familiar with its source  
[More Information](#)

**Select the box below, then click Run to start the application**

I accept the risk and want to run this application.

- When user clicks” Run”, navigates to screen asking password of the DSK.
- Enter password & click OK.

Boys/Girls/CO-EDUCATION :CO-EDUCATION	
Telephone with STD code :9949876662	E-Mail : principal@aec.edu.in
Mavari Dist. - 533437. Landmark :Aditya Engineering College	
<div style="border: 1px solid gray; padding: 5px; width: fit-content; margin: auto;"> <p>Password: <span style="float: right;">×</span></p> <p><span style="background-color: #c8e6c9; padding: 2px;">?</span> Please enter your password:</p> <input style="width: 100%;" type="password"/> <p style="text-align: center;"> <input type="button" value="OK"/> <input type="button" value="Cancel"/> </p> </div>	
Id No. :	Designation :

- When user clicks “OK”, the name of the authorized trust will falls into the table.

### Details of Authorized Signatory of trust

Do you have a Digital Signature Key : \*    Yes     No

Name of Principal/Authorized Signatory of trust \*:     [Register Employee](#)

List of Authorized Signatory of trust							
S.no	Name of Principal/Authorized Signatory of trust	Designation	Mobile No	From Date	To Date	Status Description	File / Action
1	2313	Assoc. Prof.	8885287634	13/06/2017	-	Validated	<a href="#">File</a>

Steps For Digital Sign.

- Step1: Connect The DSK Dongle in USB port.
- Step2: Select The Run Button when a window prompts for confirmation.
- Step3: Enter the 'Digital Signature Dongle Password' when it asks for Enter Password.

- To register the DSK, user has to click on “FILE “to get DSK request letter.

**Letter No.:1014900001**

**Date: 13/06/2017**

To,  
The Registrar,  
JNT UNIVERSITY KAKINADA

Ref: College Name:ADITYA ENGINEERING COLLEGE SURAMPALEM for College Code:10149

Sub: Submission of Authorized Signatory of Exempted Trust with respect to : College Name:ADITYA ENGINEERING COLLEGE SURAMPALEM, College Code:10149 for Registration of College/Confirming students Admissions/Confirmation of Scholarship Students/documents for related matters in JNANABHUMI-reg.

\* \* \* \* \*

Sir,

1) The following official is hereby authorized to deal with all correspondences including signing of Registration of College/Confirming students Admissions/Confirmation of Scholarship Students/other documents for

- After Registration please take printout of the file and get signed by the principal and forward it to affiliating authority.

## 5. College Registration

### 5.1. Confirm College Details

- The process starts with college registration.
- College details will display here and user can edit the details.
- The concerned Scholarship person assigned by college principal (in Employee details Screen) are displayed in the drop down box.
- Check all the details and click on “confirm & next” button to navigate to next screen.

College Details (2017-18)

1 College Code & Name : 16669 & PYDAH DEGREE COLLEGE FOR WOMEN 319

2 Boys/Girls/Co-Education : Girls

3 Telephone with STD code : .....

4 Re-enter Telephone with STD code : 08912505490

5 Year of Establishment : 1998

6 E-Mail : .....

7 Re-enter E-Mail : dsarojsharma.71@gmail.com

**Address**

8 Road No./Street No./DoorNo./Locality : D.No 10-12-7/1 REDNAM GARDENS OLD JAIL ROAD VISAKHAPATNAM

9 District : Visakhapatnam

11 Mandal / Municipality : VISAKHAPATNAM(U)

10 LandMark : Beside sri chaintanya school back side of SE

12 Village/Ward : Visakhapatnam

13 Pin Code : 530002

**Contact Details**

14 Principal Details : Name : name Mobile No. : 9494252363 Aadhar No. : 264550727746

Concerned Scholarship Assistant : Test, Assistant Physical Director, 696570006554

15 [Confirm & Next](#)

S no	Field Name	Description	Error Message
1	College name and code	Text field –user to enter	Please enter college name
2	Boys/Girls/Co-Education	Drop down – Select the college nature from the list	Please Select college
3	Telephone with STD Code	Text field- Enter the Telephone number	Please enter telephone number
4	Reenter Telephone with STD Code	Text field- Enter the Telephone number	Telephone Required

<b>5</b>	Year of establishment	Text field- Enter the year	Please enter year
<b>6</b>	Email	Text field- Enter the email id	Please enter email id
<b>7</b>	Re-enter email	Text field- Re-Enter the email id	Please enter email id
<b>8</b>	Road no/Street No	Text field- Enter the Road No/Street No	Address Required
<b>9</b>	District	Drop down- Select District from the list	Please select District
<b>10</b>	Land Mark	Text field- Enter the landmark	
<b>11</b>	Mandal	Drop down- Select mandal from the list	Please enter college name
<b>12</b>	Village/ward	Drop down- Select village from the list	Please enter college name
<b>13</b>	Pin code	Text field- Enter the pin code	Please enter correct pin code
<b>14</b>	Concerned scholarship assistant	Drop down- select the concern person	Concern name required

## 5.2. Confirm Current Affiliation Details:

This service enables user to edit the Affiliation Details of the selected college.

- Using the dropdown boxes select the District, Mandal and Course group.
- User can edit University Details.
- User can enter /edit Minority details
- To enter admission details of students by universities /Colleges
- User to enter the CET/NON-CET details-
  - If CET is selected, system displays the CET details. User to select check box of the required CET and enter the college code provided by convener
- Next step after the Affiliation details is Course details of the colleges.

The screenshot shows the 'Current Affiliation Details(2017-18)' form. The navigation tabs at the top are: 1. COLLEGE DETAILS, 2. CURRENT AFFILIATION DETAILS (highlighted with a red box and arrow), 3. COURSE DETAILS, 4. DETAILS OF GOVERNING BODY, 5. BANK DETAILS, and 6. COLLEGE ATTACHED HOSTEL DETAILS.

**University Details**

University Affiliated :	1 JNT UNIVERSITY KAKINADA	Date to which affiliation is valid :	4 12/12/2017 (DDMMYYYY)
Documnet No. :	2 123456	Documnet date :	5 02/05/2017 (DDMMYYYY)
Nature of the college :	3 PRIVATE COLLEGE	Approval Authority :	6 AICTE NEW DEHLI

**Minority Status**

Minority Status :	7 YES	Minority Type :	9 Muslim Minority
Documnet No. :	8 3456	Documnet date :	10 01/05/2016 (DDMMYYYY)

**CET Details**

Admissions of Student by: (University/Board/EAMCET /ICET etc) 11  CET  NON-CET

CET	College Code given by Convener	CET	College Code given by Convener
<input type="checkbox"/> ANUR		<input type="checkbox"/> AUPGCET	
<input type="checkbox"/> CEP		<input type="checkbox"/> DIETCET	
<input checked="" type="checkbox"/> EAMCET	AAAAAA	<input type="checkbox"/> ECET	
<input type="checkbox"/> EDCET		<input type="checkbox"/> ICET	
<input type="checkbox"/> LAW CET		<input type="checkbox"/> LP CET	
<input type="checkbox"/> MTRC		<input type="checkbox"/> RECET	

S no	Field Name	Description	Error Message
	<b>University Details</b>		
1	University Affiliated	Drop Down- select the university from the list	University Affiliation required
2	Document No	Text field- Enter the Telephone number	Please enter valid month
3	Nature of the college	Drop Down – Select from the list	Please select the college type
4	Date to which Affiliation is valid	Text field- Enter the date(DD/MM/YYYY)	Please enter valid date
5	Document Date	Text field- Enter the date(DD/MM/YYYY)	
6	Approval Authority	Drop down- Select from the list	Approval authority required
	<b>Minority Status</b>		
7	Minority status	Drop down box-Select Yes or No	Please select Minority status
8	Document Number	Text field- Enter the document number	Minority Document number required
9	Minority type	Drop Down – Select from the list	Please select Minority type
10	Document date	Text field – enter the date (DD/Mm/YYYY)	Please enter valid date
11	CET/NON-CET	<p>Check box- Select the CET/NON CET</p> <ul style="list-style-type: none"> <li>▪ If CET is selected, system displays the CET details. User to select check box of the required CET and enter the college code provided by convener</li> </ul>	Please select admission of student type.



### 5.3. College Course details (2017-18):

- The course details inserted in University login falls in this section.
- User to enter the intake strength of each course.
- If the course is not available in the college, delete the course with delete option.
- Select course type as regular /self-financed
- Select the course medium of instruction.

S.no	Course / Course Duration	Regular/Self-Financed	Medium	Course Intake (Permitted No only 1st Year)							Delete
				2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	
1.	BSC (MECS) / 3	Self-Financed	English	0	50	30	30	30	30		
2.	BSC (MPC) / 3	Self-Financed	English	0	50	30	30	30	30		
3.	BSC (MPCS) / 3	Self-Financed	English	0	50	40	40	40	40		

#### 5.3.1. New Course Request

To add a new course for the college, click the 'New course request'

30.	MTECH(PETROLEUM ENGINEERING) / 2
31.	M.Tech(Power Electornic and Electrical Drives) / 2
<a href="#">NEW COURSE REQUEST</a>	

User to enter the course name, GO number, GO date and intake strength of the course and click the SEND REQUEST button. The request will be sent to Admin and approval will be sent back to the user login.

Home

Fresh Student Registration (2017-18)

Renewal Student Confirmation (2017-18) ▾

Daily Attendance

Services ▾

College Registration (2017-18)

Masters ▾

User Services ▾

Reports ▾

Logout

1. COLLEGE DETAILS    2. CURRENT AFFILIATION DETAILS    **3. COURSE DETAILS**    4. DETAILS OF GOVERNING BODY    5. BANK DETAILS    6. COLLEGE ATTACHED HOSTEL DETAILS    7. FORWARD TO UNIVERSITY

Add New Course Form (2017-18)

Course : **1**

Go No. : **2**

Go Date : **3**   
(DDMMYYYY)

2017-18 Course Intake (Permitted No only 1st Year) **4**

Regular/Self-Financed : **5**

Medium : **6**

**7**

S no	Field Name	Description	Error Message
1	Select Course	Drop down- Select the course name from the list	Please select course
2	GO NO	Text field-Enter the GO number	GO No Required
3	GO Date	Text field- Enter the GO date	Please enter valid date
4	2017-18 course intake strength	Text field- Enter the intake number	
5	Regular/Self-financed	Select regular/self-financed	Select the type
6	Medium	Select medium of instruction	Medium required
7	Send request	Button	

#### 5.4. Confirm Details of governing body

- In this section, user to enter the details of governing body.
- Please update once the all the data is entered.

Home  
College Registration (2017-18)  
Fresh Student Registration (2017-18)  
Renewal Student Confirmation (2017-18)  
Attendance  
User Services  
Reports  
Logout

Welcome : ADITYA ENGINEERING COLLEGE

DETAILS OF GOVERNING BODY

1. COLLEGE DETAILS   2. CURRENT AFFILIATION DETAILS   3. COURSE DETAILS   4. DETAILS OF GOVERNING BODY   5. BANK DETAILS   6. COLLEGE ATTACHED HOSTEL DETAILS

Details of governing body (2017-18)

Name of the Trust / Society : 1 Aditya Academy

Registration No. : 2 167/84   3 Registration Date: 21/04/1984 (DDMMYYYY)

Name of the Chairman / Correspondent : 4 P B REDDY   5 Mobile No. of Chairman / Correspondent : 9866076662

Road No./Street NO./ DoorNo./Locality : 6 D.NO.2-6-17, Sri Nagar   7 District : East Godavari

Landmark : 10 Aditya Academy   8 Mandal /Municipality: KAKINADA (URBAN)

Telephone of the office : 12 0884 - 2376662   9 Village/Ward : Bhanugudi Jn   11 Pin Code : 533003

13 Update

S no	Field Name	Description	Error Message
1	Name of the Trust/Society	Text box- Enter the name	Name of the trust/Society required
2	Registration Number	Text Box- enter the Registration number	Registration number required
3	Registration Date	Text box- enter the Registration date	Please enter valid date
4	Name of the chairman	Text box- Enter the name of chairman	Name of the chairman required
5	Mobile number of chairman	Text box- Enter the mobile number of chairman	Chairman mobile required
6	Road no/Street No/Door No	Text box – Enter the Road No/Street No	Address required
7	District	Drop down box- Select the district from the list	Please select district
8	Mandal /Municipality	Drop Down- Select the mandal from the list	Please select mandal
9	Village / ward	Drop down- Select the village from the list	Please select village
10	Landmark	Text box- enter the landmark	
11	Pin code	Text box- enter the pin code	Pin code required
12	Telephone of the office	Text Box- Enter the telephone number of the office	Office Telephone required

## 5.5. Bank Details:

- In this section, system to display the bank details of the college.

Name of the Bank :	Andhra Bank
District :	East Godavari
Branch IFSC Code & Name :	ANDB0000428
Account No. :	042811011100965

## 5.6. College attached Hostel details:

This section allows user to enter the hostel details if selected YES.

College Attached Hostel Exists in your College :  Yes /  No

Note:  
- Select \*Yes\* if properly permitted college attached hostel is available. Otherwise select \*No\*.

If selected YES, then enter the hostel details as mentioned below.

Home		Affiliation Details	
College Registration (2017-18)	Hostel Name :	1	xxxxxxx
Fresh Student Registration (2017-18)	Hostel permission valid till date :	2	12122016 (DDMMYYYY)
Renewal Student Confirmation (2017-18) -	Permission Document Proceeding No./	3	xxxxx
Attendance -	Proceeding Date :	4	12122016 (DDMMYYYY)
User Services -	Address		
Reports -	Whether the Hostel is Located with in the College Campus:	5	No
Logout	Road No./Street No./DoorNo./Locality :	6	xxxxxxxxxxxx
	District :	7	East Godavari
	Mandal /Municipality:	8	MAREDUMILLI
	Village/Ward :	9	AKUMAMIDIKOTA
	LandMark :	11	xxxxxxxxxxxx
	Pin Code :	10	516960
	Facilities		
	Permitted Intake :	12	60
	Hostel Capacity :	13	50
	Present Intake:	14	Fresh: 20
	Renewal:	15	20
	Total:	16	40
	Whether Dining hall,Kitchen,Store Room,Living Room Available:	17	<input checked="" type="radio"/> Yes <input type="radio"/> No
	Whether Records,Accounts Maintained for the Hostel:	18	<input checked="" type="radio"/> Yes <input type="radio"/> No
	Contact Details		
	Name of the Warden/Matron:	19	xxxxxxxx
	Warden/Matron Mobile No. :	20	91+ 9999999999
	Re-enter Warden/Matron Mobile No. :	21	91+ 9999999999

S no	Field Name	Description	Error Message
	<b>Hostel Details</b>		
1	Hostel Name	Text box- Enter the Hostel name	Hostel Name required
2	Hostel Permission date	Text Box- enter the date(DD/MM/YYYY)	Please enter valid date
3	Permission document Proceeding No	Text box- enter the document Number	Permission document No required
4	Proceeding date	Text box- Enter the Date (DD/MM/YYYY)	Proceeding date Required
	<b>Address Details</b>		
5	Whether hostel located in college campus?	Drop down- Select from the list (Yes/No)	Whether hostel located in college campus?
6	Road no/Street No/Door No	Text box – Enter the Road No/Street No	Road/Street No required
7	District	Drop down box- Select the district from the list	Please select District
8	Mandal /Municipality	Drop Down- Select the mandal from the list	Please select mandal

<b>9</b>	Village / ward	Drop down- Select the village from the list	Please select village
<b>10</b>	Pin code	Text Field – Enter the pin code	Pin code Required
<b>10</b>	Landmark	Text box- enter the landmark	
<b>11</b>	Pin code	Text box- enter the pin code	
	<b>Facilities</b>		
<b>12</b>	Permitted Intake	Text Box- Enter the strength of students permitted.	Permitted intake required
<b>13</b>	Hostel Capacity	Text Box- Enter the hostel capacity	Hostel capacity required
<b>14</b>	Present Intake :Fresh	Text box- Enter the Fresh student numbers	
<b>15</b>	Renewal	Text field- Enter the student Renewal numbers	
<b>16</b>	Total	Text field – Enter the total	
<b>17</b>	Whether dining hall, Store room, living room available?	Radio button – select YES or NO	
<b>18</b>	Whether records, Accounts maintained for hostel?	Radio button- Select YES or NO	
	<b>Contact Details</b>		
<b>19</b>	Name of warden	Text field – Enter the name of warden	Warden Name required
<b>20</b>	Warden Mobile	Text field – Enter the Mobile number of Warden	Warden Mobile Required
<b>21</b>	Re-enter warden mobile number	Text Field- Re-Enter the Mobile number of warden for confirmation	

### 5.7. Forward to university

All the details furnished in the following screens are displayed in this screen

- College details screen
- Current affiliation details screen
- Course details screen
- Details of governing body screen
- Bank details screen
- College attached hostel details screen

1.COLLEGE DETAILS	2.CURRENT AFFILIATION DETAILS	3.COURSE DETAILS	4.DETAILS OF GOVERNING BODY	5.BANK DETAILS	6.COLLEGE ATTACHED HOSTEL DETAILS	7.FORWARD TO UNIVERSITY
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**Forward to University for Confirmation(2017-18)**

**College Details**

College Code & Name : 10149 & ADITYA ENGINEERING COLLEGE SURAMPALEM		Bo
Year of Establishment : 2001	Telephone with STD code :9949876662	E-A

**Address**

Aditya Nagar, ADB Road,SURAMPALEM Village, GANDEPALLE Mandal,East Godavari Dist. - 533437. **Landmark** :Aditya Engineering College

#### Steps to forward with digital sign Key:

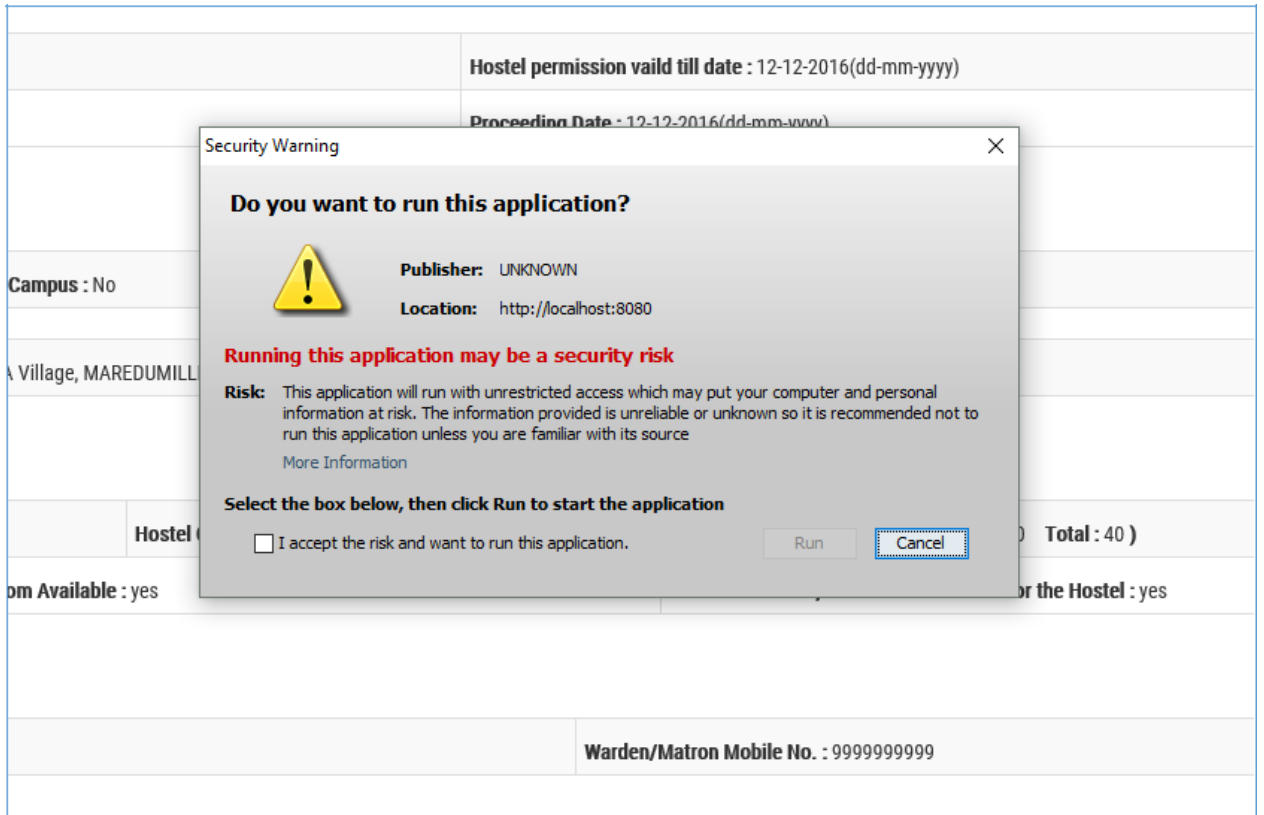
- Plug in DSK to the computer( Desktop/laptop)
- Click on forward with digital signed copy.

Remarks

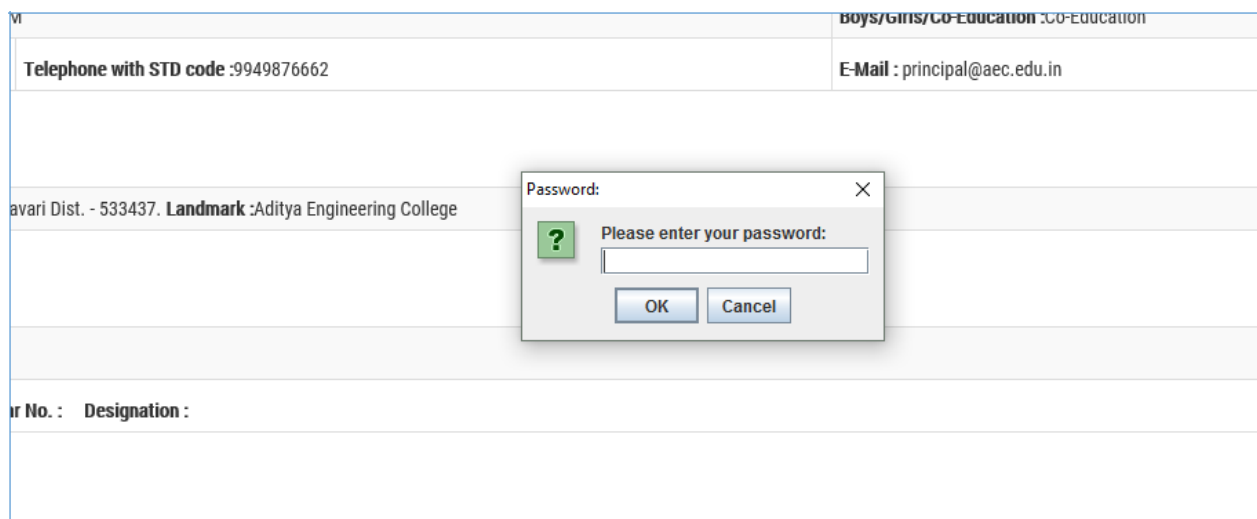
S No.	Time	By	Remarks
-------	------	----	---------

Forward Manually      Forward with Digital Signed Copy

- A message/warning box asking to run the application will display when user clicks on “forward with digital signed copy”.

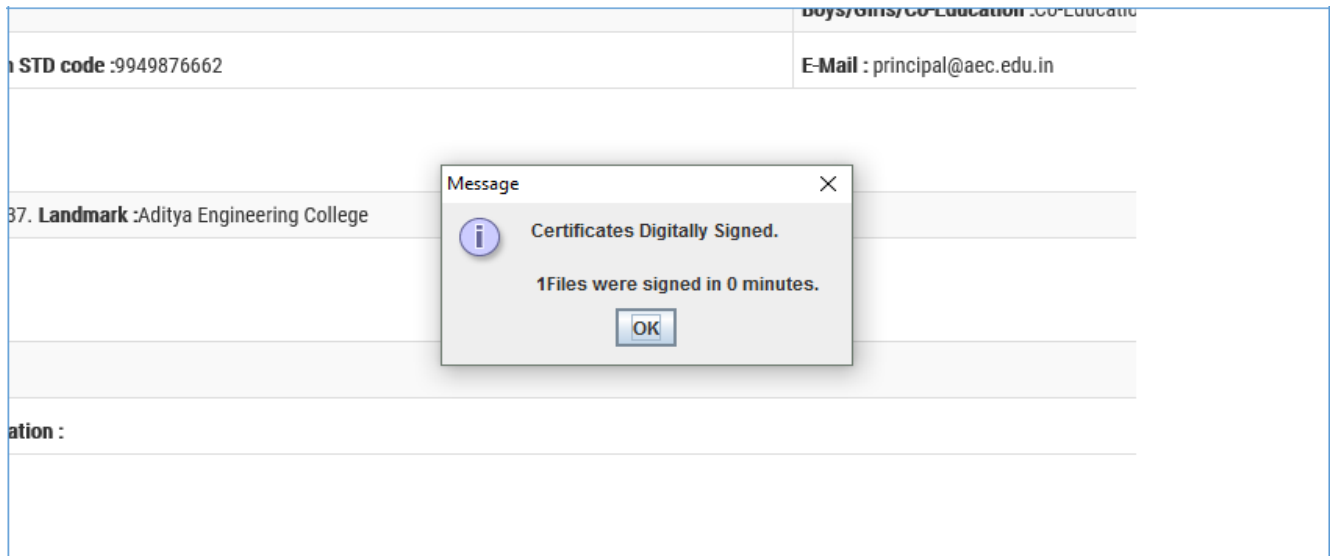


- When user clicks” Run”, navigates to screen asking password of the DSK.
- Enter password & click OK.

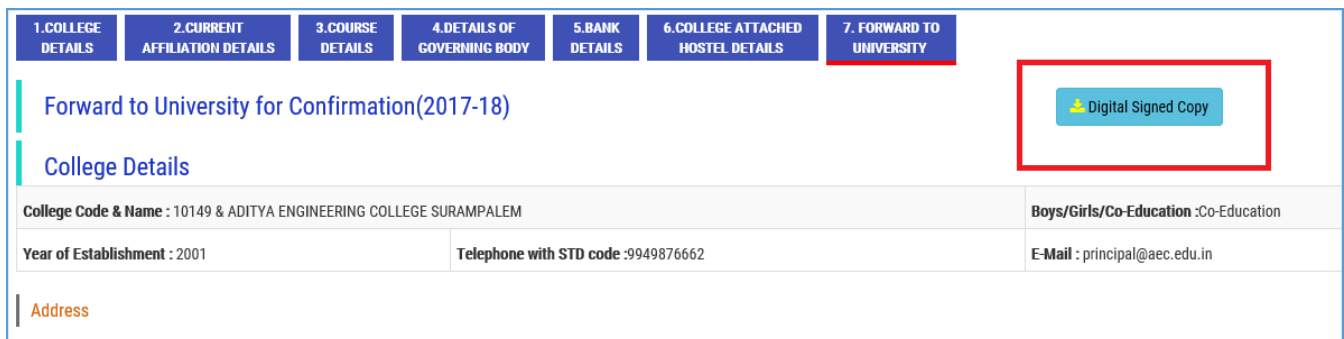





- When user clicks “OK”, the documents are digitally signed and to display a message box with message “ Documents are digitally signed”



- To view the digitally signed documents, click on “Digital Signed Copy”.



- When User click on “Digital Signed Copy”, navigates to digitally signed copy.



## College Registration (2017-18)

Signature valid ✓  
Signed On 15-06-2017  
By THATIPALLY ESHA

**College Details**

<b>College Code &amp; Name:</b>	10149 & ADITYA ENGINEERING COLLEGE SURAMPALEM		
<b>BOys/Girls/Co-Education:</b>	Co-Education	<b>Year Of Establishment:</b>	2001
<b>Telephone with STD Code:</b>	9949876662	<b>E-mail:</b>	principal@aec.edu.in

### Steps to forward manually to university

The details of the college have to forward to university for approval.

- Click manually button
- User will get a OTP to his registered mobile
- Enter OTP and click manually button.

#### Remarks

S No.	Time	By	Remarks
1	24-05-2017 04:14:13	16669	Forwarded to the University with Digital Signed Copy
2	24-05-2017 04:16:06	u120	Test
3	07-06-2017 10:42:16	16669	Forwarded to the University Manually
4	09-06-2017 05:03:17	16669	Forwarded to the University Manually
5	09-06-2017 05:07:04	16669	Forwarded to the University Manually
6	09-06-2017 05:08:34	16669	Forwarded to the University Manually
7	09-06-2017 05:09:16	16669	Forwarded to the University Manually
8	09-06-2017 05:37:40	16669	Forwarded to the University Manually

Enter OTP:

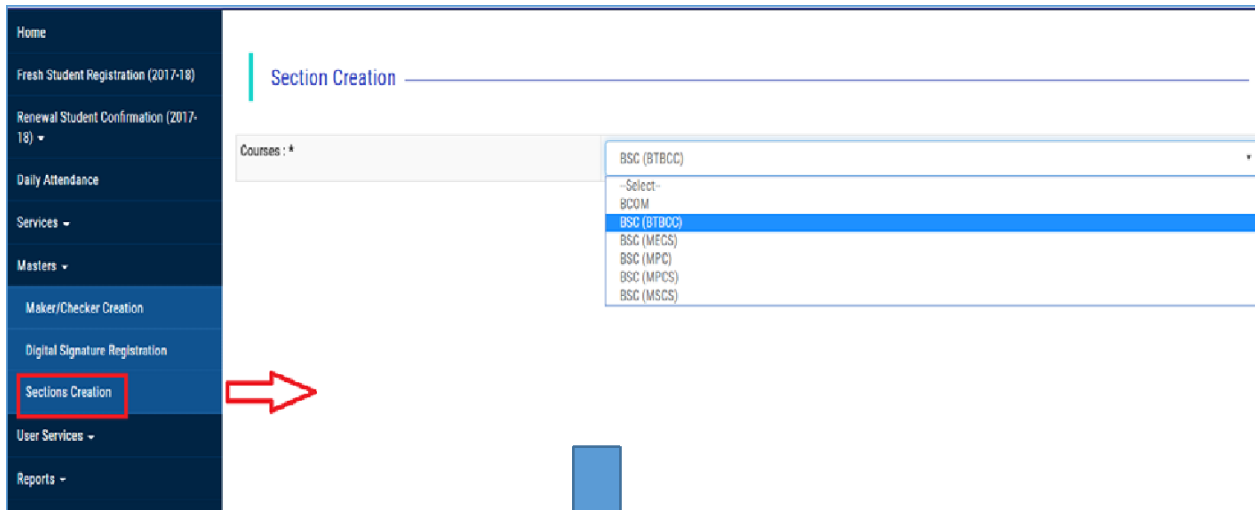
## 6. Sections

### 6.1. Section Creation

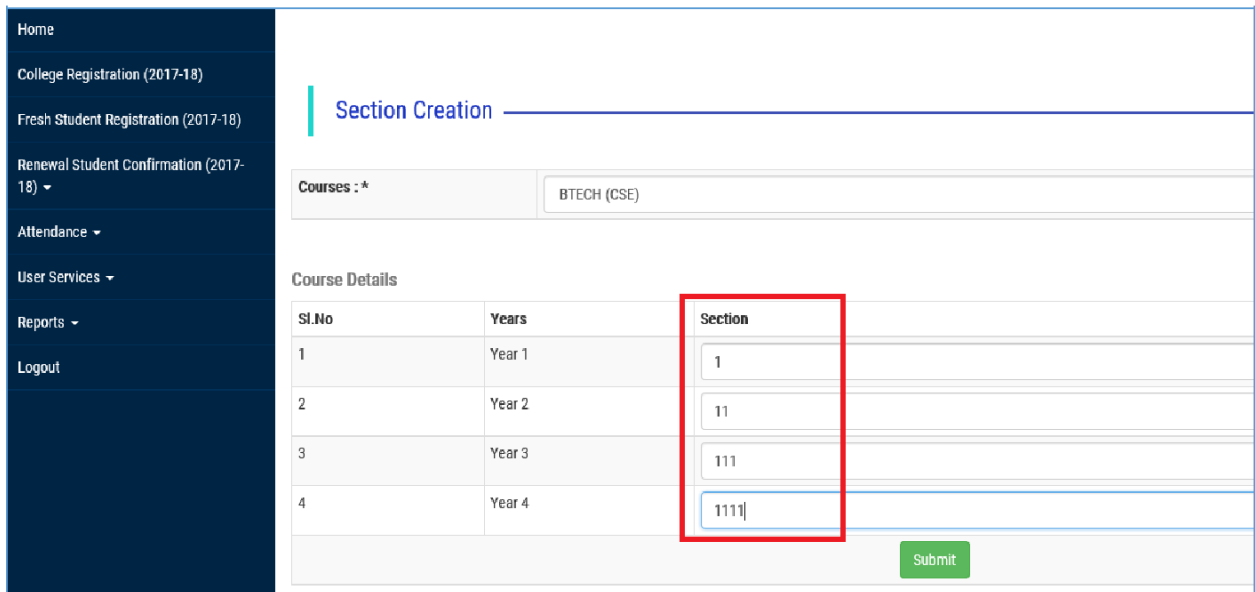
This section allows user to create student section.

**To create a section:**

- Click on section creation
- Select the course details from the drop down list.
- Enter the section of the year with department and click submit.



The screenshot shows the 'Section Creation' page. On the left is a dark blue sidebar with navigation options: Home, Fresh Student Registration (2017-18), Renewal Student Confirmation (2017-18), Daily Attendance, Services, Masters, Maker/Checker Creation, Digital Signature Registration, Sections Creation (highlighted with a red box and a red arrow pointing right), User Services, and Reports. The main content area has a title 'Section Creation' and a 'Courses : \*' dropdown menu. The dropdown is open, showing a list of courses: BSC (BTBCC), -Select-, BCOM, BSC (BTBCC) (highlighted in blue), BSC (MECS), BSC (MPCS), BSC (MPCS), and BSC (MSCS). A large blue arrow points downwards from this screenshot to the next one.



The screenshot shows the 'Section Creation' page with the 'Courses : \*' dropdown set to 'BTECH (CSE)'. Below this is a 'Course Details' table with columns 'Sl.No', 'Years', and 'Section'. The 'Section' column contains input fields with values 1, 11, 111, and 1111. A red box highlights the 'Section' column. At the bottom right of the form is a green 'Submit' button.

Sl.No	Years	Section
1	Year 1	1
2	Year 2	11
3	Year 3	111
4	Year 4	1111

## 6.2. Student section mapping

- This section allows user to map the students with the sections created.
- Select the course, course year and section from their drop down list.
- To map the student to selected course, select the check box.

Section Students Mapping

Course: BTECH (CIVIL)

Course Year: 3

Section: 2

Please un-check box for candidate Section Mapping\*\*\*\*

S.No	Student Name	Father Name	Date Of Birth	Check
1	ADABALA BHASKARA RAMAKRISHNUDU	ADABALA VEERA VENKATA SATYANARAYANA MURTHY	12/12/1997	<input checked="" type="checkbox"/>
2	AITI LOVA RAJU	AITI APPALA NAIDU	28/04/1998	<input checked="" type="checkbox"/>
3	AKKIVARAPU SATISH KUMAR	AKKIVARAPU VEERRAJU	28/06/1998	<input checked="" type="checkbox"/>
4	ALAPATI RAVI CHANDRA VARA PRASAD RAJU	ALAPATI VEERAGHAVULU	03/05/1998	<input checked="" type="checkbox"/>
5	ANNAMREDDY DHARMA TEJA	ANNAMREDDY APPALA NARASIMHA MURTHY	05/04/1998	<input checked="" type="checkbox"/>

## 7. New Admission Registration:

Categories of students under college login are listed below.

- 1 New student admission with scholarship eligibility
- 2 New student admission without scholarship eligibility

To start the process of scholarship grant to a student, follow the steps listed below

### New Admission

1. During admission process Scholarship Application Form (SAF) needs to be submitted
2. SAF will be available at all District Welfare Offices, College Admission Office and Banks and [www.jnanbhumi.ap.gov.in](http://www.jnanbhumi.ap.gov.in).
3. Documents/Document Numbers required for SAF: AADHAR, Student bank passbook 1ST page copy containing account number and account holder name, Meeseva caste certificate number, White ration card number/

income certificate number, Mobile number, Email id (as entered on scholarship application form)

4. Student Copy of SAF needs to be retained by the student.

### 7.1. Student Registration

- To register a fresh student in the system, click on 'Fresh Student Registration'.
- Select the SSC type of the student using radio buttons.
- Enter the SSC hall ticket number, SSC pass year of the student and click 'Proceed' to next page.
- New page displays 'Student Personal details', 'Admission details' and 'Scholarship details'
- Student will get an OTP to his registered mobile number upon admission.**

### Important Note:

**It is advised that student should not change registered mobile number throughout the process.**

### 7.2. Student Personal Details:

- The student SSC details and AADHAR details appear for view only. They cannot be edited.
- AADHAR Number field is mandatory field. Enter the AADHAR number of the student
- Error Message when user forgot to select check box.

**To check the SSC & AADHAR details are of same person, select YES or NO**

- In this section, the basic personal details of the student to display and they can be editable.
- All the star marked fields' details are mandatory.

When clicks on 'save', navigates to 'Admission Details' section. The inserted data falls into student login to get confirmation from the student. Once student confirms the inserted data, again falls into college login.

<ul style="list-style-type: none"> <li>Home</li> <li>College Registration (2017-18)</li> <li>Fresh Student Registration (2017-18)</li> <li>Renewal Student Confirmation (2017-18) ▾</li> <li>Attendance ▾</li> <li>User Services ▾</li> <li>Reports ▾</li> <li>Logout</li> </ul>	1 Mother's Name :	<input type="text" value="Mother's Name"/>	2 Gender : *	<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender
	3 Religion : *	<input type="text" value="Hindu"/>	4 Caste : *	<input type="text" value="SC"/>
	5 Sub-Caste : *	<input type="text" value="Madiga"/>	Parent/Husband Occupation :	<input type="text" value="Agriculture Labour"/>
	7 Mother tongue :	<input type="text" value="TELLUGU"/>	8 Nationality :	<input type="text" value="Indian"/>
	Present Address			
	9 State : *	<input type="text" value="ANDHRA PRADESH"/>	10 District : *	<input type="text" value="EAST GODAVARI"/>
	11 Mandal : *	<input type="text" value="PEDDAPURAM"/>	12 Village : *	<input type="text" value="TATIPARTHI -4"/>
	13 Habitation : *	<input type="text"/>	14 Street/Land Mark : *	<input type="text"/>
	15 Door/House Number : *	<input type="text"/>	16 PinCode : *	<input type="text" value="533433"/>
	Other Details			
	17 Mobile No : *	<input type="text"/>	Confirm Mobile No : *	<input type="text"/>
	19 Email : *	<input type="text" value="*****"/>	Confirm Email : *	<input type="text" value="anilkumaryeggada@gmail.com"/>
	Parents/Gurdian Contact No : *	<input type="text"/>	21	
Identification	<input type="text"/>	22 Identification	<input type="text"/>	
			23	

S no	Field Name	Description	Error Message
	<b>Personal Details</b>		
1	Mothers Name	Text box- editable -auto populated	
2	Gender	Radio button- Select MALE/FEMALE/TRANGENDER -Auto populated	
3	Religion	Drop Down- select religion from the list –Auto populated	
4	Caste	Drop Down – Select the caste from the list-Auto populated	Caste required
5	Sub caste	Drop Down – select the sub caste from the list-Auto populated	Sub caste required
6	Parent/husband Occupation	Drop down – Select occupation from the list- Auto Populated	
7	Mother tongue	Drop down – Select from the list-Auto populated	

	<b>Present Address Details</b>		
<b>9</b>	State	Drop down – Select state from the list-Auto populated	Please select state
<b>10</b>	District	Drop down box- Select the district from the list-Auto populated	Please select District
<b>11</b>	Mandal /Municipality	Drop Down- Select the mandal from the list-Auto populated	Please select mandal
<b>12</b>	Village / ward	Drop down- Select the village from the list-Auto populated	Please select village
<b>13</b>	Habitation	Drop down – Select from the list.	Habitation Required
<b>14</b>	Street/Landmark	Text box- enter the Street/landmark	
<b>15</b>	Door Number	Text Box- Enter/Edit the door number	Door No required
<b>16</b>	Pin code	Text box- enter the pin code	
	<b>Other Details</b>		
<b>17</b>	Mobile Number	Text Box- Enter/Edit the student Mobile number.	Mobile number required
<b>18</b>	Confirm Mobile Number	Text Box- Re- Enter/Edit the Mobile number	
<b>19</b>	email	Text box- Enter the email	Email required
<b>20</b>	Confirm email	Text box- Re-Enter/edit the email	
<b>21</b>	Parent/Guardian Mobile number	Text field – Enter the mobile number	Parent/guardian mobile required
<b>22</b>	Identification Marks 1	Text Field	
<b>23</b>	Identification Marks 2	Text field	

### 7.3. Admission Details

- This section displays the admission details of student and special category details.
- If special category is applicable, then select the categories specified in the page.
- Select the type of the category from the drop down box and upload the documents (certificates) related to the category.
- If Physical Challenged, select YES and enter the details, upload the related documents.

Personal Details | **Admission Details** | Scholarship Details

## STUDENT REGISTRATION FORM FOR THE ACADEMIC YEAR (2017-18)

Admission details for the Student with ID : 201700000188

**1** Course/Group : \*  **2** Year of Study : \*

**3** Section : \*

**6** Admission Category : \*  **4** Second Language : \*

**5** Date of Admission : \*



S no	Field Name	Description	Error Message
	<b>Admission Details</b>		
1	Course Details	Drop down- Select Course from the list	Select the course
2	Year of Study	Drop down- Select year from the list	Select year
3	Admission Category	Drop Down- select admission category from the list	Select the admission category
4	Second language	Drop Down – Select the language from the list	Second language required
5	Date of admission	Text field – enter the date of admission of student	Please enter valid date
6	Admission category	Drop down – Select admission category from the list	Select admission category

Select Special Category if applicable

CAP category **7** CAP : \* --Select-- Cap Certificate Upload : \*  No file chosen  
Note:Upload JPEG/jpg images

Sports category **8** Sports : \* --Select-- Sports Certificate Upload : \*  No file chosen  
Note:Upload JPEG/jpg images

NCC category **9** NCC : \* --Select-- NCC Certificate Upload : \*  No file chosen  
Note:Upload JPEG/jpg images

NSS category **10** NSS : \*  No file chosen  
Note:Upload JPEG/jpg images less than 100kb only

Extracurricular Activity **11** Extracurricular Activity Certificate Upload : \*  No file chosen  
Note:Upload JPEG/jpg images less than 100kb only

Physically Challenged : \* Yes :  No :  **12**

Disability Certificate Upload : \*  No file chosen  
Note:Upload JPEG/jpg images less than 100kb only

**13** Saderam No : \*

Special Category details If applicable			
7	CAP category (Children of Armed Personnel)	Select the category Drop down – Select Priority from the list Upload the related document for the category	
8	Sports Category	Select the category Drop down – Select type from the list Upload the related document for the category	
9	NCC category	Select the category Drop down – Select type of certificate from the list Upload the related document for the category	
10	NSS Category	Select the category Upload the related documents	
11	Extracurricular Activity	Select the category Upload the related documents	
12	Physically Challenged	Select YES or No	
13	Saderam Number	Text box- enter the saderam number	

- System asks for eligibility of student for scholarship with a dialogue box asking to select YES or NO.
- If selected YES, student is eligible for scholarship.***
- Click on save, system navigates to next page of SCHOLARSHIP DETAILS of student.

#### 7.4. Scholarship Details:

- This section allows user to enter/upload the caste certificate, income certificate and bank account details.
- Verification (hard copy verification) of the caste, income, and bank details to be done by user.
- To complete the entry of the scholarship details, click save.

The screenshot shows a web form titled "STUDENT REGISTRATION FORM FOR THE ACADEMIC YEAR (2017-18)". The "Scholarship Details" section is highlighted. It includes a dropdown menu for "Scholarship type" (1) with "Day Scholar" selected. Below it is a checkbox for "I have verified the above details with Hostel Admission hard copy". The "Caste Certificate Details" section has a text box for "Mee Seva No. of Caste Certificate" (2) and a "Get Caste Details" button. A checkbox for "I have verified the above details with Caste Certificate hard copy" is present. The "Income Certificate Details" section has a dropdown for "Select Document" (3) with "Mee Seva No. of Income Certificate" selected, and a text box for "Mee Seva No. of Income Certificate" (4) with a "Get Income Details" button. A checkbox for "I have verified the above details with Income Certificate hard copy" is present. The "Bank Account Details" section has a text box for "Bank IFSC Code" (5), a text box for "Bank Account No." (6), and a text box for "Confirm Bank Account No." (7). A checkbox for "I have verified the above details with Bank Passbook hard copy" is present. A "Save" button is at the bottom right.

S no	Field Name	Description	Error Message
1	Scholarship Details	Drop down- Select type from the list	
2	Caste certification details	Text box- enter the mee seva caste certificate number.	
3	Income certificate details	Drop Down- select document from the list Text box- enter mee seva income certificate number.	
	Bank details		
5	Bank IFSC code	Text field – enter the bank IFSC code.	Bank IFSC code required
6	Bank account Number	Text box- Enter the bank account number	Bank Account details required
7	Confirm bank account number	Text field – Re-enter the bank account number.	

## 8. Renewal/Promoted to second year & above with scholarship

- Promoted to second year & above with scholarship eligibility
- Promoted to second year & above without scholarship eligibility.

For a 2<sup>nd</sup> year or above student availing scholarship, college should confirm the student details popped up on the screen.

- Before biometric authentication student can modify details such as email id, mobile number and bank account number
- Students 2<sup>nd</sup> year and above not availing scholarship shall also follow the fresh admission

To process the scholarship of the students under this category, follow the steps listed below.

### 8.1. Renewal student confirmation

1. Click on Renewal student confirmation & select the course.
2. Select the student using checkbox and enter the following details
  - a) Section of the student
  - b) Admission date
  - c) Previous exam hall ticket number
3. By clicking submit, system generates username/login id of students and inserted data falls into student login to get confirmation from the student. Once student confirms the data, again falls into college login.

Promoting to 2 <sup>nd</sup> Year								
S.No.	SSC Details/ Aadhaar Details	Student name/ Father name	Caste/Sub-Caste	Scholarship/ Income Details	Bank Details	Section	Admission Date	Previous Year Hall Ticket No.
<input type="checkbox"/> 1.	1438108595/2014 623428178067	KANCHUBOINA PADMA KANCHUBOINA SURIBABU	BC-D Yadava(SI.No.-33)	Day Scholar(DS) CGC011402959367 IC011402855166	34441967553 SBIN0015212 ARILOVA State Bank Of India	<input type="text"/>	dd/mm/yyyy	Previous HallTicket No
<input type="checkbox"/> 2.	1438106866/2014 651376314390	PEELA HIMAPRAKASH GAYATHRI PEELA V S VARAPRASAD	BC-D Gavara(SI.No.-6)	Day Scholar(DS) CGC011608019331	20282498457 SBIN0001588 VISAKHAPATNAM ADB State Bank Of India	<input type="text"/>	dd/mm/yyyy	Previous HallTicket No

## 8.2. Attendance

### 8.2.1. Section Creation

This section allows user to create student section.

#### To create a section:

- Click on section creation
- Select the course details from the drop down list.
- Enter the section of the year with department and click submit.

Home

College Registration (2017-18)

Fresh Student Registration (2017-18)

Renewal Student Confirmation (2017-18) ▾

Attendance ▾

**Sections Creation**

Students to Sections Mapping

Daily Attendance

Monthly Attendance

User Services ▾

Reports ▾

Logout

Welcome : ADITYA ENGINEERING COLLEGE SU

### Section Creation

Courses : \*

Select

- BTECH (CIVIL)
- BTECH (CSE)
- BTECH (ECE)
- BTECH (EEE)
- BTECH (IT)
- BTECH (MECHANICAL)
- BTECH (MINING)
- MBA (SF)
- MCA (SF)
- MTECH (STRUCT ENG)
- MTECH (CSE)
- MTECH (EMBEDDED SYSTEM)
- MTECH (VLSI DESIGN)
- M.Tech(Power Electronic and Electrical Drives)
- B.TECH(PETROLEUM TECH)
- M.TECH ( THERMAL ENG)
- MAM(DUAL DEGREE)
- B.Tech (Agri Enagg)
- MTECH(PETROLEUM ENGINEERING)

Home

College Registration (2017-18)

Fresh Student Registration (2017-18)

Renewal Student Confirmation (2017-18) ▾

Attendance ▾

User Services ▾

Reports ▾

Logout

## Section Creation

Courses : \*

Course Details

Sl.No	Years	Section
1	Year 1	<input type="text" value="1"/>
2	Year 2	<input type="text" value="11"/>
3	Year 3	<input type="text" value="111"/>
4	Year 4	<input type="text" value="1111"/>

### 8.3. Student section mapping

- This section allows user to map the students with the sections created.
- Select the course, course year and section from their drop down list.
- To map the student to selected course, select the check box.

Home

College Registration (2017-18)

Fresh Student Registration (2017-18)

Renewal Student Confirmation (2017-18) ▾

Attendance ▾

Sections Creation

**Students to Sections Mapping**

Daily Attendance

Monthly Attendance

User Services ▾

Reports ▾

Logout

## Section Students Mapping

Course:

Course Year:

Section:

Please un-check box for candidate Section Mapping\*\*\*\*

S.No	Student Name	Father Name	Date Of Birth	Check
1	ADABALA BHASKARA RAMAKRISHNUDU	ADABALA VEERA VENKATA SATYANARAYANA MURTHY	12/12/1997	<input checked="" type="checkbox"/>
2	AITI LOVA RAJU	AITI APPALA NAIDU	28/04/1998	<input checked="" type="checkbox"/>
3	AKKIVARAPU SATISH KUMAR	AKKIVARAPU VEERRAJU	28/06/1998	<input checked="" type="checkbox"/>
4	ALAPATI RAVI CHANDRA VARA PRASAD RAJU	ALAPATI VEERAGHAVULU	03/05/1998	<input checked="" type="checkbox"/>
5	ANNAMREDDY DHARMA TEJA	ANNAMREDDY APPALA NARASIMHA MURTHY	05/04/1998	<input checked="" type="checkbox"/>

### 8.4. Daily attendance.

Steps to insert daily attendance of the students

- Principal to assign daily attendance service to a person (maker).

Home

New Student Registration (2017-18)

2nd Year and Above Student Confirmation (2017-18) ▾

Services ▾

Masters ▾

Maker/Checker Creation →

Digital Signature/E-Sign Registration

Sections Creation

User Services ▾

Reports ▾

Logout

Welcome : SRI VIGNANA BHARATHI DEGREE COLLEGE PATCHAPURA

Manage Services for Maker/Checker

Maker Services Checker Services

Search

S.No.	Service Name	Service Assigned to(From date-To date)	Add Services
1.	Attendance Submission		--Select-- --Select-- B Vijaya Rani, Principal, 770274001940 G N V V Ganesh , Junior Accountant, 985662835356

Assign

1. Click on Maker services
2. Select the person from the list
3. Press ASSIGN button to assign the Attendance Submission service to the selected person

#### 8.4.1. Student Roll Number entry

- ☐ Maker (person assigned for the Attendance Submission service) has to enter the student Roll No in the form.

--- Indicates No Admissions in the course.

--- Indicates Roll Numbers are mapped.

--- Indicates Roll Numbers are not mapped.

---- indicates Roll numbers are partially mapped.( Some sections left with students roll numbers not mapped )

- ☐ Select the course in which the student roll numbers are to be mapped

Students Roll No Entry

No Admissions
  Roll No's Not Mapped
  Roll No's Mapped
  Roll No's Partially Mapped

BA (HEP) BA (HEP) BSC (MPC) BCOM (COMPUTER)

Year : 2 (Section-1) Year : 2 (Section-1)  
 Year : 3 (Section-1) Year : 3 (Section-1)

- Enter the student roll number and click “Confirm” to map the roll number to student.

Students Roll No Entry

No Admissions
  Roll No's Not Mapped
  Roll No's Mapped
  Roll No's Partially Mapped

BA (HEP) BA (HEP) BSC (MPC) BCOM (COMPUTER)

BCOM (COMPUTER)(Self-Financed)-English Second Year Section - 1

S.No	Student Id	Student Name	Gender	Date of Birth	Date of Admission	Section	Roll No
1	201707027765	ANDRAJU DURGA PRASAD	Male	19/04/1998	19/06/2017	Section - 1	7
2	201704725914	BOLLA PEDDIRAJULU	Male	04/02/1996	19/06/2017	Section - 1	8
3	201709000979	JONNALA DURGA BHAVANI	Female	01/10/1998	19/06/2017	Section - 1	
4	201705096681	KANTHETI L N V SRINIVASARAD	Male	12/08/1997	06/06/2017	Section - 1	1
5	201705419786	KODRU NARESH	Male	13/12/1996	19/06/2017	Section - 1	6
6	201709010975	KOKKILIGADDA MADHU	Male	16/06/1997	19/06/2017	Section - 1	9
7	201709000780	MAMIDI LALITHAMBIKA	Female	07/07/1999	19/06/2017	Section - 1	



## 8.4.2. Daily Attendance entry.

- Go to services, select the Daily attendance entry.

Daily Attendance Submit Form (Dt.20-07-2017)

**1** SUBMIT ABSENTEES LIST PUSH ATTENDANCE TO THE PRINCIPAL

No Admissions Roll No's not yet Mapped to students Attendance not Marked Attendance Marked Attendance Partially Marked Currently S

BA (HEP)(Regular)-English BA (HEP)(Self-Financed)-English BCOM (COMPUTER)(Self-Financed)-English BSC (MPC)(Self-Financed)-E

Course/Group : / Year of Study : / Section :

Enter Absentees Roll No.'s :  **2**  
Press enter after entering rollno

S.No.	Roll No.	Student name	Delete
-------	----------	--------------	--------

**3** Submit All

1. Select SUBMITT ABSENTEES LIST.
2. Click on selected course and enter the absentees roll number (Absent Student roll number).
3. Click “Submit Absentees list “to insert the absent student list.

## 8.5. Monthly attendance

- To insert the monthly attendance of the students, click on the Student monthly attendance entry.

JnanaBhumi Welcome : M. JAYASANKAR (L)

Home

Services

Students Roll No Entry

Daily Attendance Submission Form

**Student Monthly Attendance Entry**

User Services

Reports

Logout

Student Monthly Attendance

No Admissions Attendance not Marked Attendance Marked Attendance Partially Marked

Select Month : \*

No Admissions   
 Attendance not Marked   
 Attendance Marked   
 Attendance Partially Marked

Select Month : \* June

Year : 1 (Section-1)  
Year : 2 (Section-1)

**1**

Course: BCOM (CA)(Self-Financed)-English    Year: 1 Year    Section: 1    Month: June

S.No	Student Id	Student Name	Gender	June Attendance	Action
1	201707873634	GUNDU SANABEGUM	F	<input type="text" value="10"/> / 0	

**2**

**3**

1. Select the course & year, the students in the selected course & year will display in the table as shown.
2. Enter the no of working days of the student
3. Click submit to insert the monthly attendance of the student.

Submission of student monthly attendance is completed with message displayed in the next screen as shown in the picture.

Attendance Registered Successfully

Student Monthly Attendance

No Admissions   
 Attendance not Marked   
 Attendance Marked   
 Attendance Partially Marked

Select Month : \* June

## 9. AADHAR Authentication of students

Student has to give biometric authentication at college level to confirm bank details.

This is the final step in the grant process of scholarship to students. College management has to authenticate the AADHAR details of the student.

Welcome : SRI SRINIVASA DEGREE COLLEGE RAMASAMUDRA

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New Student Registration (2017-18)

2nd Year and Above Student Confirmation (2017-18) ▾

Services ▾

College Registration (2017-18)

Daily Attendance Confirmation

**Aadhar Authentication for Students**

Time Table 1

Staff Entry Form

Forward University Conformation

Masters ▾

**Aadhar Authentication for Students**

Click on the text with blue color to get Detailed Reports

S.No	Course Name	1st Year Scholarship Eligible Students	1st Year Students Authentication Done	1st Year Students Authentication Pending	2nd Year Scholarship Eligible Students	2nd Year Students Authentication Done	2nd Year Students Authentication Pending	3rd Year Scholarship Eligible Students	3rd Year Students Authentication Done	3rd Year Students Authentication Pending	4th Year Scholarship Eligible Students	4th Year Students Authentication Done	4th Year Students Authentication Pending
1	BCOM (CA)(Self-Financed)-English	1	0	0	1	0	1	0	0	0	0	0	0
Totals		1	0	0	1	0	1	0	0	0	0	0	0

1. Go to services and select the AADHAR Authentication for students.
2. Course wise students list will display and user have to authenticate all the students in the course.

Welcome : SRI SRINIVASA DEGREE COLLEGE RAMASAMUDRA

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**Aadhar Authentication for BCOM (CA)(Self-Financed)-English Students**

Click on the text with blue color to get Detailed Reports

S.No	Student Name	Aadhaar No	Father Name	Date of Birth	Gender	Mobile No	Caste	Sub Caste	Course Name	Course Year	Bank IFSC No	Bank Account No	Authentication Status
1	BAIRAPPAGARI CHANDRAKALA	241985147064	BAIRAPPAGARI VENKATA RAMANA	29-11-1995	F	7661996966	SC	Mala	BCOM (CA)	Second Year	SBIN0005406	32637849602	Authenticate Now
Totals													

3. To authenticate the Student AADHAR details , click on “Authenticate Now”
4. Student UID details will display in the next screen and Click on the “Authenticate” button.
5. Select the Authentication device from the list.

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New Student Registration (2017-18)

2nd Year and Above Student Confirmation (2017-18) ▾

Services ▾

Masters ▾

User Services ▾

Reports ▾

Logout

### Aadhar Authentication for Students

Candidate ID:	201705091231
UID	241985147064
Student Name	BAIRAPPAGARI CHANDRAKALA
Father Name	BAIRAPPAGARI VENKATA RAMANA
Mobile	7661996966
D.O.B	29-11-1995
Gender	F
Caste	SC
Bank Details	,
Select Device :	Oxy Creations/MFS100 ▾

Authenticate 4

Finger Image

5

The device capture the figure print of the students and the scholarship application of the student sent to social welfare department for further process.