

Govt. of Odisha
Higher Education Department

No. 10583 HE/ Date: 22 05/2019
HE-PTC-RUSA-0011-2016

From

Dr.Mihir Kumar Das(OES)
Officer-in-Charge
State Performance Tracking Cell

To

The Principals (All Degree Colleges)

Sub: Submission of complete information in MIS portal.

Madam/Sir,

In enclosing herewith the email received from MHRD, I am directed to inform that ;

(A)For RUSA funded institutions under RUSA 1.0 and RUSA 2.0

MIS portal has been once again opened from 20th May-25th May,2019,for all the RUSA funded institutions for submission of complete information in the portal. RUSA funded institutions, who have partially filled information in MIS portal earlier may submit the complete information in the portal. The list of the institutions, who have partially filled the information or not entered a single information is given at Annexure-A. Further, RUSA funded institutions who have filled up 100% information in MIS portal need not submit the information again. Apart from that, RUSA Beneficiary Institutes need not upload the Institutional Development Plan (IDP), also they are not supposed to fill the Institute Fund Requirement Module.

(B)For Non-RUSA funded institutions for RUSA 3.0 (Those have not received any grant under RUSA so far)

Further, the MIS portal is opened for Non- RUSA funded institutions from 20th May-30th May,2019. The portal is meant for the Non - RUSA Beneficiary Institutes to come on the portal to fill up their data and thus get a chance to join the RUSA Umbrella and finally get grants under the RUSA 3.0 scheme for various components as per the requirement. Detail guideline regarding the same is enclosed herewith for record and reference. Non-RUSA Beneficiary Institutes are required to upload the Institutional Development Plan (IDP) and fill the Institute Fund Requirement Module.

Therefore, you are requested to take necessary steps for submission of complete information in MIS portal (RUSA funded institutions who have partially filled information and non-RUSA funded institutions) on or before the dead line.

This may be treated as most Urgent.

Yours faithfully,


Officer-in-Charge

Memo No 10584 /HE/date 22 **05/2019**

Copy forwarded to senior P.S to Commissioner-cum-Secretary, HE Dept, for kind information of Commissioner-cum-Secretary.


Officer-in-Charge

Memo No 10585 /HE/date 22 **05/2019**

Copy forwarded to Joint Secretary, SD&TE Department, with a request to instruct the Technical Degree Colleges to submit the complete information in MIS portal on or before the dead line.


Officer-in-Charge

Memo No 10586 /HE/date 22 **05/2019**

Copy forwarded to all RDEs with a request to ensure that all the Colleges under your administrative control ,upload their MIS data in the RUSA portal .


Officer-in-Charge



Mihir Das <rusa.odisha@gmail.com>

Fwd: RUSA NHERC MIS Portal - Guidelines and Important Info

1 message

Sugandha Gupta <sgupta1302@gmail.com>

Mon, May 20, 2019 at 2:32 PM

To: Rusa Goa <goarusa@gmail.com>, "Director Higher Education, Goa" <dir-dhe.goa@nic.in>, Rusa Hp <rusa.hp@gmail.com>, Mihir Das <rusa.odisha@gmail.com>, Mihir Das <sptc.hed2017@gmail.com>, YOGESH YADAV <tyadav@yahoo.co.in>, Rusa Kcg <kcgrusa@gmail.com>, Hemant Verma <hemant.hechry@gmail.com>, SPD Rusa <rusaharyana@gmail.com>, Arvindbhai Patel <aupatel41@gmail.com>, Ramesh Gaonkar <ramesh.v.gaonkar@gmail.com>

Dear Sir,

Please find below the email from Graylab:

Hello All,

Hope Doing Well!!!

We would like to inform that the RUSA NHERC MIS portal is open for RUSA Beneficiary as well as Non – RUSA Beneficiary (Govt & Govt-Aided) Institutes as per the below mentioned timelines:

Portal Users	Deadline
RUSA Beneficiary	15 th May – 25 th May, 2019, 10pm
Non – RUSA Beneficiary (Govt & Govt-Aided)	20 th May – 30 th May, 2019, 10pm

Instructions for RUSA Beneficiary Institutes:

- Portal Link: <https://nhercmis.tiss.edu/>
- Institutes needs to register on the portal and filled their historical information
- In case if the institutes has already registered on the portal then they can login and fill or update the information.

- RUSA Beneficiary Institutes need not upload the Institute Development Plan (IDP), also they are not supposed to fill the Institute Fund Requirement Module.
- For stepwise instructions kindly visit our You tube Training Video Channel or refer to the attached training manual

Instructions for Non – RUSA Beneficiary Institutes(Govt & Govt-Aided):

- The portal is meant for the Non – RUSA Beneficiary Institutes to come on the portal fill their historical data and thus and get a chance to join the RUSA Umbrella and finally get grants under the RUSA scheme for various components as per the requirement.
- Portal Link: <https://nhercmis.tiss.edu/>
- Institutes needs to register on the portal and fill their historical information.
- Later they can login to the portal using the email id and password that was entered in the registration form.
- After login, institute needs to navigate to Institute Data. Under that fill year-wise information for Institute Data and Institute Level Changes.
- Only the Non – RUSA Beneficiary institutes needs to upload the Institute Development Plan considering from 2018-2021.
- Also, only the Non – RUSA Beneficiary Institutes needs to fill up the Institute Fund Requirement module as well. In which case they can select the category, subcategory and mention the amount required for the same.
- For stepwise instructions kindly visit our You tube Training Video Channel or refer to the attached training manual

For any other queries you can call on the helpline no. from Monday – Friday (10:00 am – 5:00 pm) 022-25171005 or drop an email on support@graylab.in

Thanks

Best Regards

Isha Mehta Ghawi

Project Manager

Graylab Technologies Pvt.Ltd

–
Senior Consultant- RUSA

Institute – User Manual – MIS

By Graylab Technologies Pvt. Ltd.

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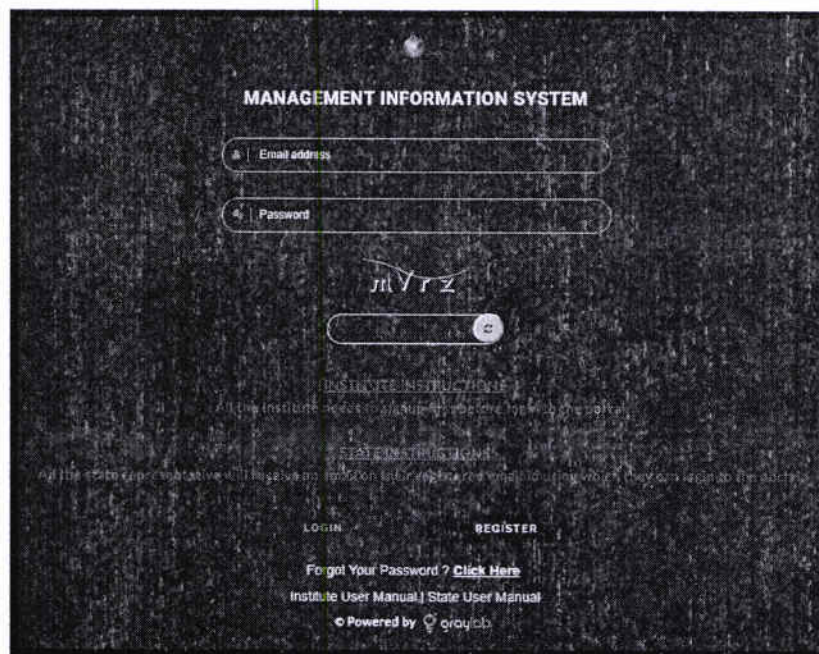
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1. Introduction

The vision of MIS is to have a centralized database which will capture historical information for RUSA and Non – RUSA funded Institutes as well as States.

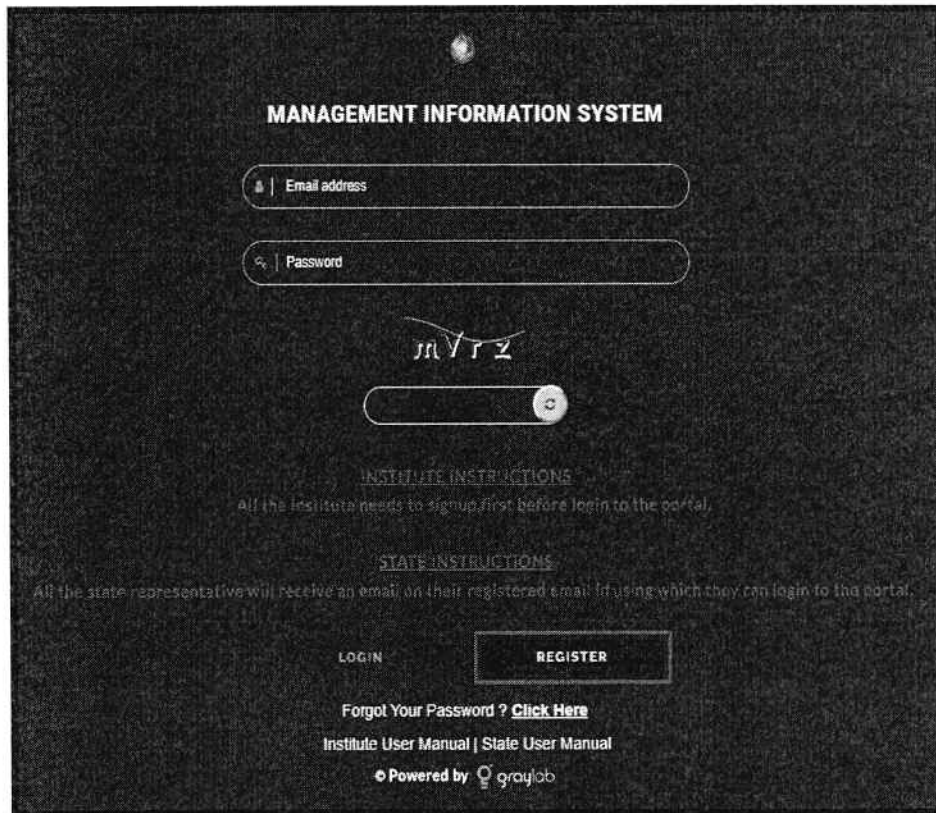
2. Login Screen

- To fill the information on the MIS portal user needs to click on <http://nhercmis.tiss.edu/>
- Following is the login screen

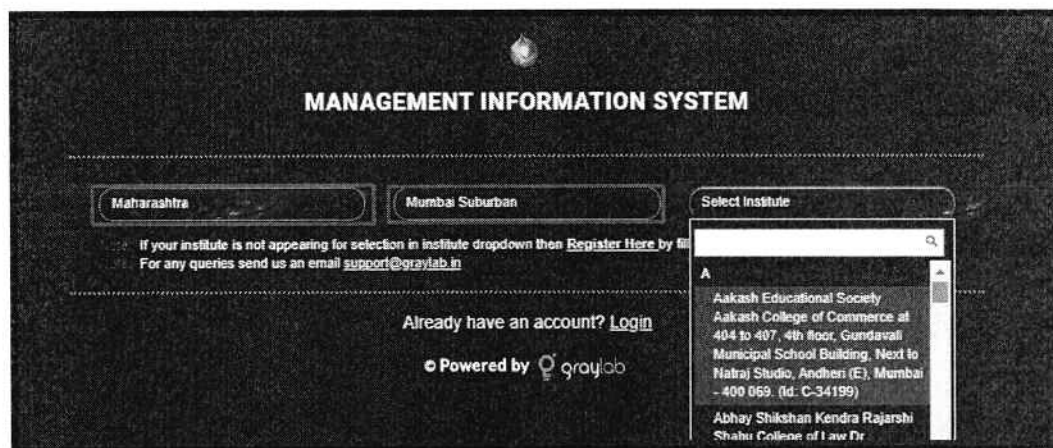


2.1. Institute Signup

- As highlighted in the fig below, the institute needs to click on the register button available on the login page.

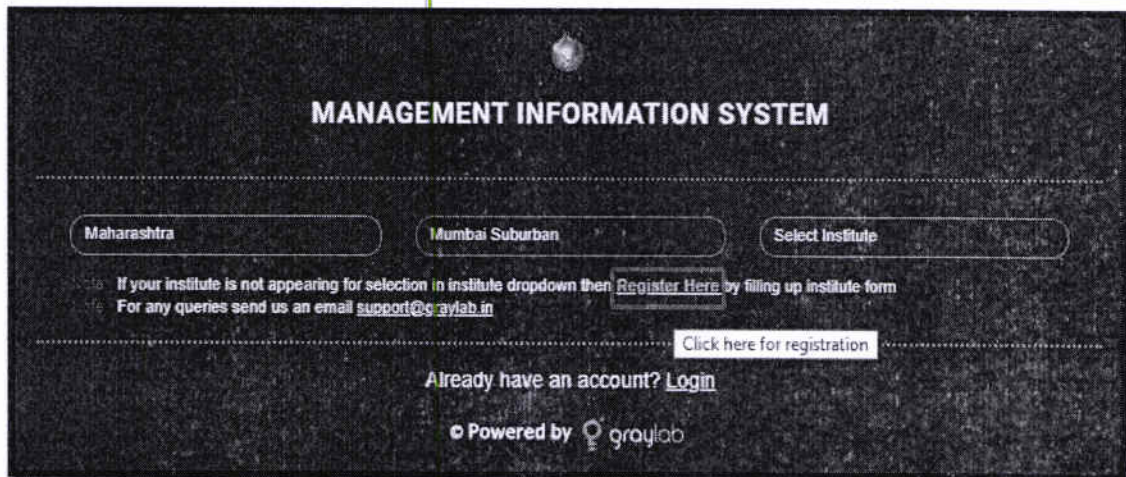


- Once clicked on the register button, Institute first needs to select their State and District



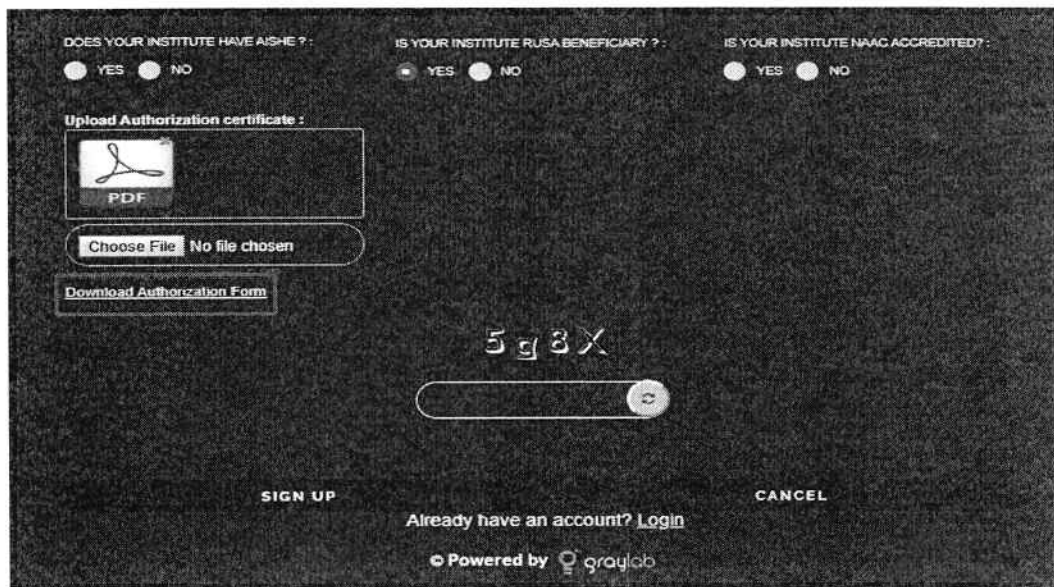
- Please Select the Institute from the dropdown
- In case if the Institute already exists in list then almost all the information will be populated automatically as soon as the user will select the Institute.

- Note: When the information gets populated the fields viz., Email, Institute Type and Management Type will remain disabled. If the user wishes to update the information or it is incorrect then they have to contact the Technical Support Team and ask them to update it.
- Either send a mail on support@graylab.in or call us @022-25171005
- In case if the institute is not appearing in the list then Institute is not available in our system then click on Register Here; the user will have to fill up the complete information asked in the form manually.



- Following are the fields that we are capturing during the signup.
 - Institute's Name
 - Email Id
 - Mobile No.
 - Year of Establishment
 - Institute Type
 - Management Type
 - Programmes Offered(UG/PG/Mphil/PHD)
 - Institute Category (General/Professional)
 - Minority (Religious/Linguistic)
 - Location (Rural/Urban/Metropolitan)
 - Institute's Address
 - Website
 - Password
 - Upload Authorization Letter (The letter is to authorize the person from the Institute is responsible to fill up the information on the portal).

- Downloading of the authorization letter option is available at the bottom of the form highlighted in the below fig.



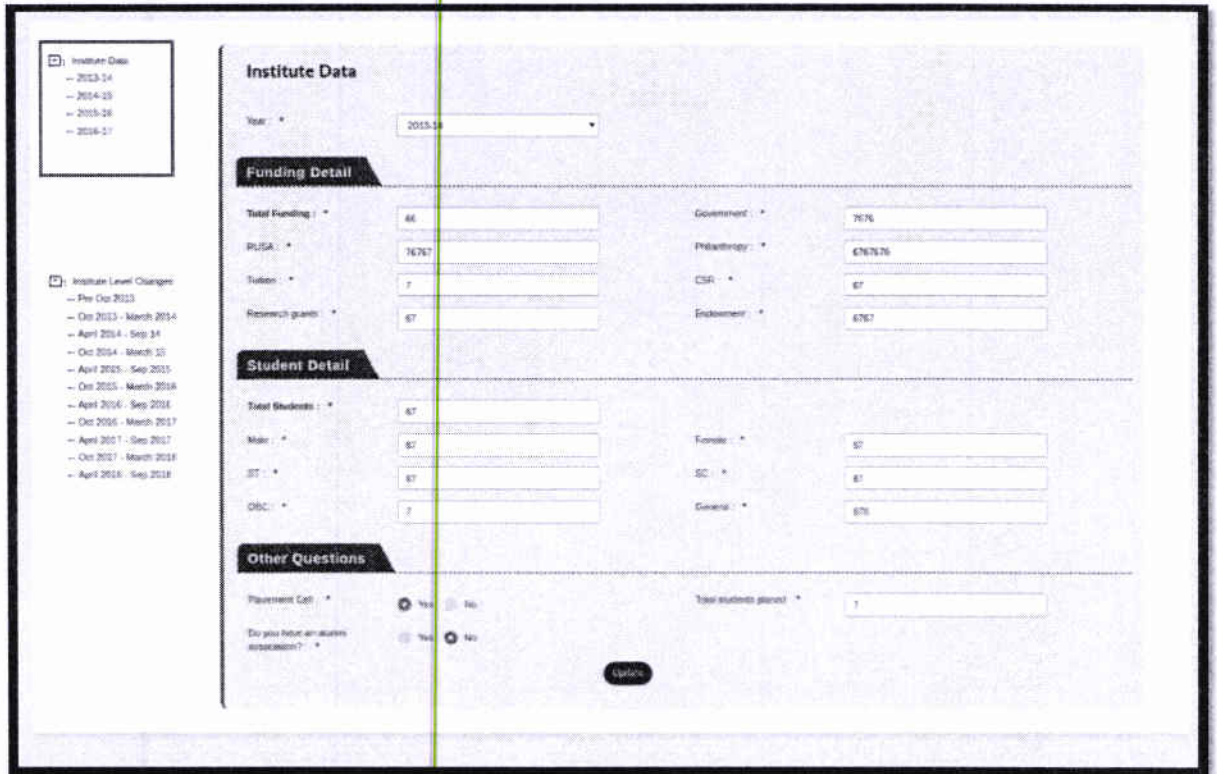
- After filling up the form details the user needs to click signup button.
- If all the information filled is correct then the user will be able to sign up successfully.



- Once applied successfully, the application will be verified by the authorities; the Institute will be notified via email on their registered email id.
- Once verification is done Institute can login on portal & fill the historical data.

3. Institute Data

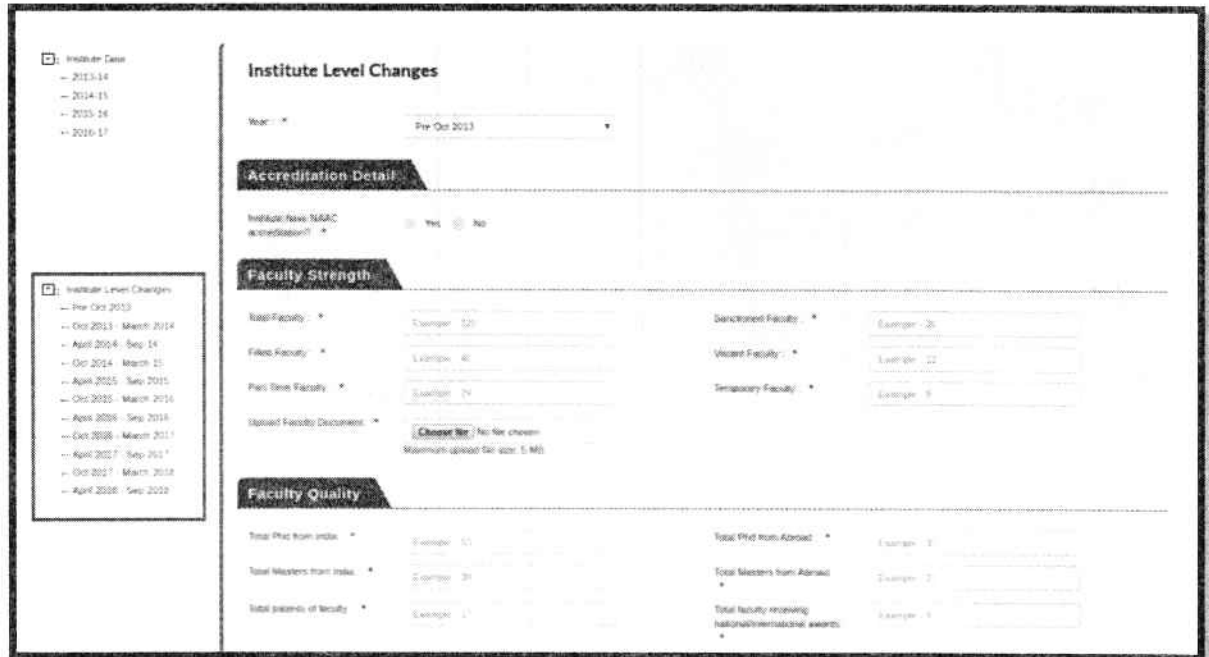
- Once the institute logs in to the portal following screen is displayed:



- Majorly in this section we are asking **“Funding”, “Student”** and **“Other”** details.
- As highlighted in the above fig. the user needs to enter information **year wise**.
- Click on any of the year and fill the information asked in the form accordingly.
- All the fields marked * is mandatory for the user to fill.
- And then click on **“Save”** button which will save the complete information for that particular year successfully.
- In case if the user wishes to view the submitted details then click on that particular year and you should be able to view the details and update it as well.
- Note: The updating rights is available with Institute only till the time deadline has not been met.
- Once the deadline is met Institute will not be able to make any changes in the information for any year.

4. Institute Level Changes

- This information is to be filled by the user for every six months.
- User needs to click on “Institute Level Changes” section as highlighted in the fig:

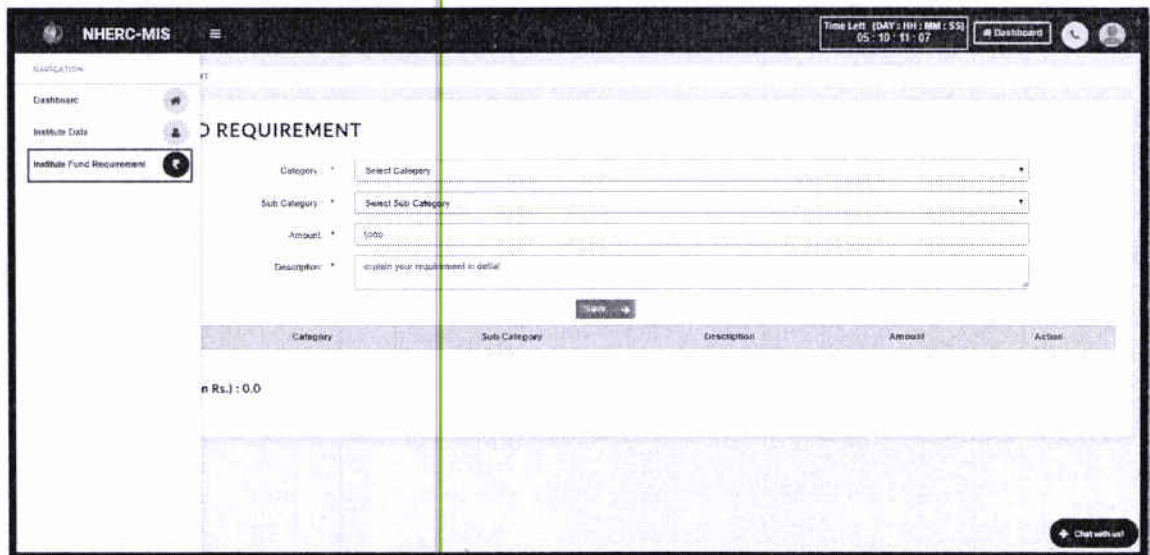


- Majorly in this section we are asking “Accreditation”, “Faculty Strength” and “Faculty Quality”, “Staff”, “Student” and “Other” details.
- As highlighted in the above fig, the user needs to enter information **every six months for each year**.
- Click on any of the year and fill the information asked in the form accordingly.
- All the fields marked * is mandatory for the user to fill.
- And then click on “Save” button which will save the complete information for that particular year successfully.
- In case if the user wishes to view the submitted details then click on that particular year and you should be able to view the details and update it as well.
- Note: The updating rights is available with Institute only till the time deadline has not been met.
- Once the deadline is met Institute will not be able to make any changes in the information for any year.

5. Institute Fund Requirement

NOTE: This module is to be filled only by Non-Rusa Beneficiary Institutes.

- In this section, institute needs to add information regarding the fund requirement.



INSTITUTE FUND REQUIREMENT

Category: Select Category

Sub Category: Select Sub Category

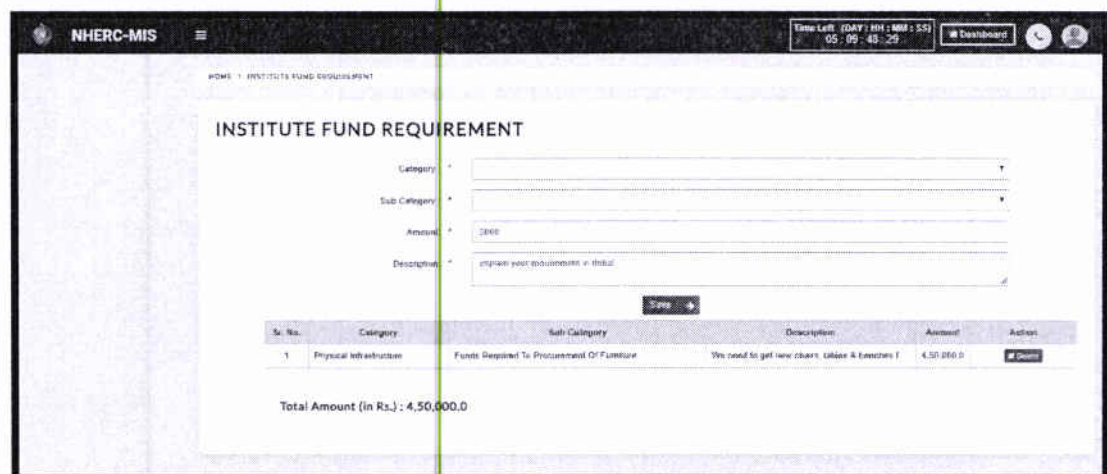
Amount: 1000

Description: explain your requirement in detail

Save

Category	Sub Category	Description	Amount	Action
Total Amount (in Rs.): 0.0				

- Institute first needs to select category and its relevant sub-category for which they require funds.
- Then need to approximate amount required in rupees.
- The institute needs to describe in brief about the requirements in description field.
- Then click on save button



INSTITUTE FUND REQUIREMENT

Category: [Selected]

Sub Category: [Selected]

Amount: 2000

Description: explain your requirement in detail

Save

Sr. No.	Category	Sub Category	Description	Amount	Action
1	Physical Infrastructure	Funds Required To Procurement Of Furniture	We need to get new chairs, tables & benches f	4,50,000.0	Save
Total Amount (in Rs.): 4,50,000.0					

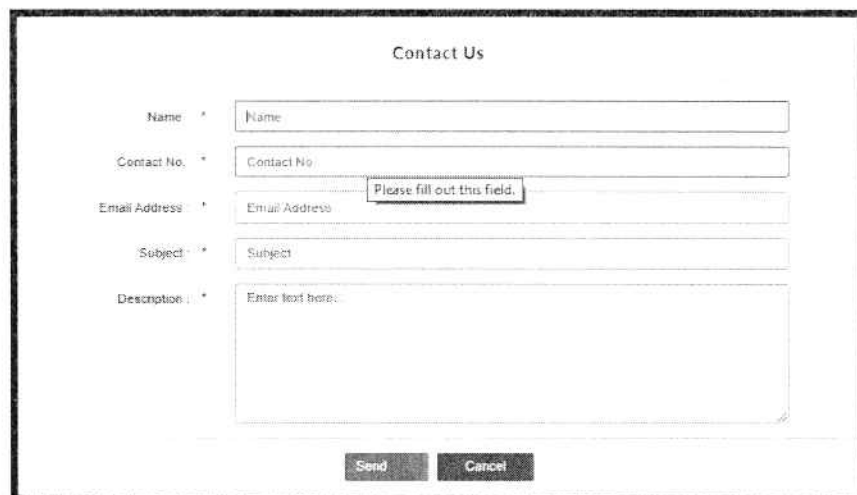
6. Contact Us

- In case of any issues if the user wishes to contact the Technical Support Group then click on the following button:



6.1. Drop your query

- The user needs to fill in following information and send it to the Technical Support Group.
- The team will send back the response to the query on the mentioned email id.



6.2. Helping Docs

- From this section the user will be able to download the user manual.

6.3. FAQ

- The section allows the user to access the most frequently asked questions through which they can find responses to some of the common queries and resolve it immediately.

Thank You!!!

List of Institutions not updated MIS portal of RUSA						
Sr No	Institutes	District	Aishe	Activation Status	Inst Data(%)	Inst Level Data(%)
1	J.K.B.K.College, OMP Square, Cuttack (Id: C-39644)	Cuttack	C-39644	Inactive	0	0
2	Indira Gandhi Institute of Technology (IGIT), Sarang (Id: C-300127)	Dhenkanal	C-30127	Active	100	25
3	Parala Maharaja Engineering College, Berhampur (Id: C-30068)	Ganjam	C-30068	Active	0	0
4	Binayak Acharya College, Berhampur (Id: C-39355)	Ganjam	C-39355	Active	100	0
5	Government College of Engineering, Kalahandi (Id: C-30046)	Kalahandi	C-30046	Active	33.33	0
6	Sri Sri Jagannath Mohavidyalaya,Rajnaragar, Kendrapara (Id: C-39538)	Kendrapara	C-39538	Active	83.33	0
7	GOVT. WOMEN'S COLLEGE, KEONJHAR	Kendujhar (Keonjhar)	C-10929	Active	66.67	15.83
8	Government College of Engineering, Keonjhar (Id: C-30049)	Kendujhar (Keonjhar)	C-30049	Inactive	0	0
9	College of Engineering & Technology, Bhubaneswar (Id: C-30047)	Khordha	C-30047	Inactive	0	0
10	S.A.Mohavidyalaya, Balipatna, Khurda (Id: C-39754)	Khordha	C-39754	Active	83.33	52.45
11	Malkangiri College, Malkangiri (Id: C-39391)	Malkangiri	C-39391	Active	83.33	0
12	+3 Degree College,Sinapali (Id: C-40833)	Nuapada	C-40833	Inactive	0	0
13	Siddhartha Degree College (Id: C-40842)	Subarnapur (Sonepur)	C-40842	Active	100	0
14	Dalmia College,Rajgangpur (Id: C-40931)	Sundargarh	C-40931	Active	16.67	7.49