



USER MANUAL COLLEGE NODAL OFFICER

AGRICULTURAL EDUCATION PORTAL STUDENT-READY 2021

education.icar.gov.in/eduportal2



ICAR-IASRI

Officials at Agricultural Education Division (KAB II)

Dr. P. S. Pandey
Assistant Director General (EQA&R)

Dr. Nidhi Verma
Principal Scientist (EP&HS)

Project Team

Dr. Sudeep
Head (A) & Professor Computer
Applications (ICAR-IASRI)

Dr. Anshu Bharadwaj
Principal Scientist (IASRI)

Dr. Alka Arora
Principal Scientist
(ICAR-IASRI)

Dr. Shashi Dahiya
Senior Scientist
(IASRI)

Development Team

Mr. Uday Kumar
IT-Professional (ICAR-IASRI)

Sanjeev Kumar
IT-Professional (ICAR-IASRI)

Vikas Kumar
IT-Professional (ICAR-IASRI)

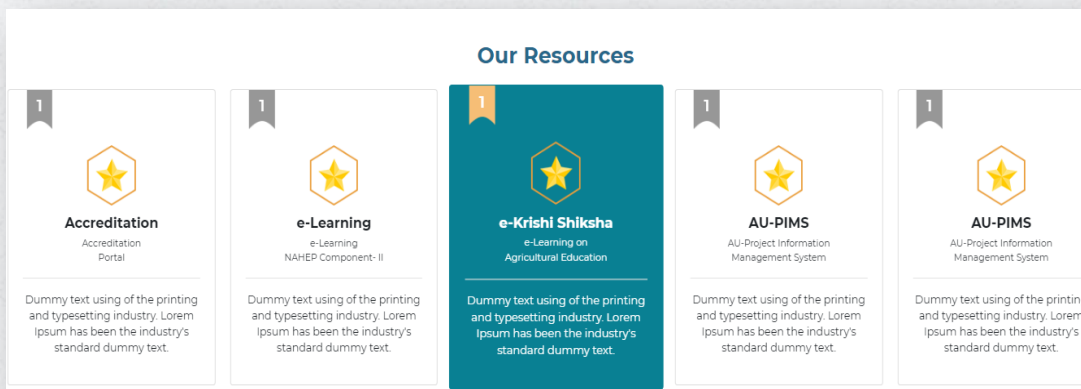
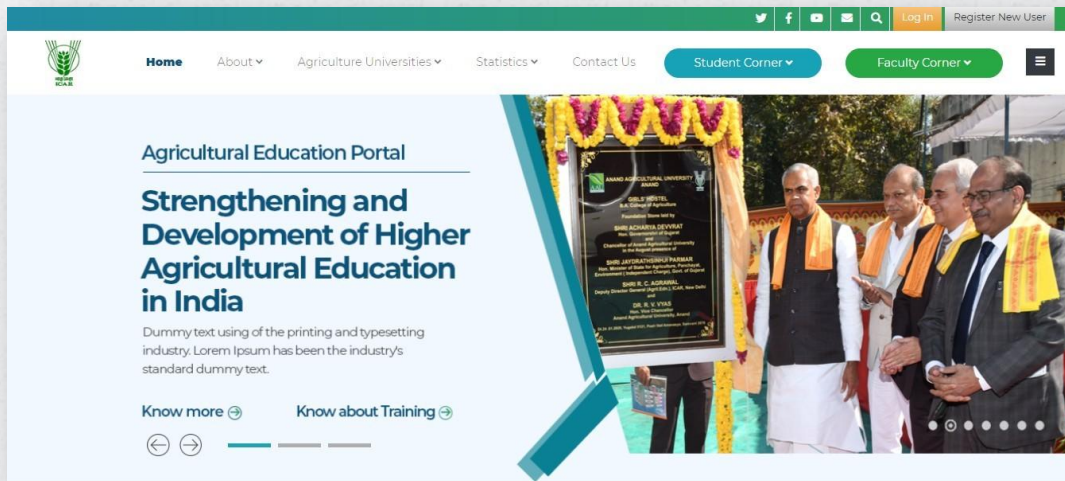
Miss. Nikahat Praveen
IT-Professional (ICAR-IASRI)

Debashish Bahari
IT-Professional (ICAR-IASRI)

1. Introduction - About Agricultural Education Portal
2. How to Login?
3. How to create Password?
4. Dashboard
5. User Profile
6. Student READY(RAWE, IPT, Internship, and IA)
 - Group request submitted by student
 - Group creation/allocation of organization
 - Project report submission
 - Final report submission by college nodal officer
7. Contact Details of Support Team

1. Introduction

Agricultural Education Portal serves as a central portal for the Agricultural Education System and provides access to all the IT resources at one place. The portal also serves as interface between the university and ICAR for demands and grants, student READY, scholarships and hyperlinks for IT resources for the users.



2. How to login?

- Select user type from dropdown menu
- Enter username & password
- Click Log In

The screenshot shows the login interface of the Agricultural Education Portal. On the left, there are logos for ICAR and IASRI, followed by the text 'Agricultural Education Portal' and a brief description. The main content area is a 'Log In' form with three input fields: 'User Type*' (a dropdown menu currently showing 'Student'), 'Username*', and 'Password*'. Below the 'User Type' field is a 'Search your ID?' link. Below the 'Password' field is a 'Forgot your password?' link. A large orange 'Log In' button is positioned below the form. At the bottom of the page, there are two links: 'Click here to Generate Password' and 'Click here to Create USID'. The footer contains copyright information: '© 2020-2021 ICAR-IASRI, Designed & Developed by Division of Computer Application IASRI, New Delhi on behalf of Agricultural Education Division ICAR, New Delhi'.

3. How to create Password?

- Click on “click here to generate password” to generate password.
- A window will open. Enter your USID and submit
- An OTP and link will be sent to your registered Email Id to create new password.

4. Dashboard

- After successful login user will be directed to dashboard
- Place cursor on dashboard to zoom in
- Click on “skip to main content” as highlighted below to view main content.

The dashboard displays four main modules, each with a 'Know More' button:

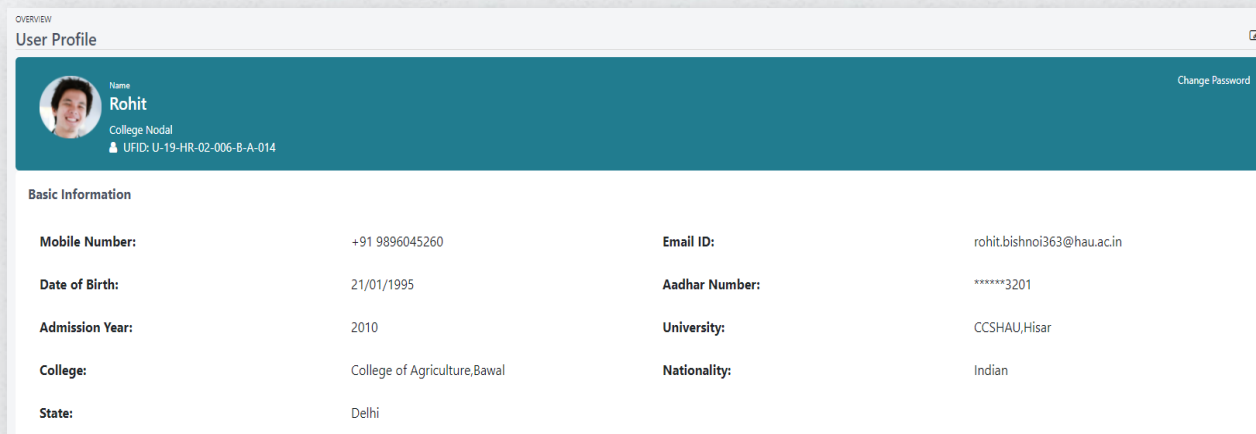
- AU-PIMS Project Information Management System**: Total Projects: 0. Pending agency: 0. Project not approved: 0. Project approved: 0. P not approved: 0.
- Agri-DIKSHA Virtual Classroom System**: Total Registered Students: 29870. Universities: 14. Institute/Collages: 154. Faculty approved: 29870. Students approved: 29870. Students not approved: 29870. Faculty not approved: 29870.
- Student READY Student READY System**: Total Registered Students: 2236. Institute/Collages: 5. B.A/B.Sc: 383. In-Plant Training: 0. Industrial Attachment: 0. Students in current FF: 304. Internship: 1. Experiential Learning: 24.
- AMS Academic Management System**: Total Registered Users: NA. Institute/Collages: NA. Students approved: NA. Faculty approved: NA. Total Degree: NA. Students not approved: NA. Faculty not approved: NA.

Budget Management Budget Management System: Institutes: 74.

A red circle highlights the "Skip to main content" button at the bottom center of the dashboard.

5. User Profile

- After successful login user will be redirected to user profile

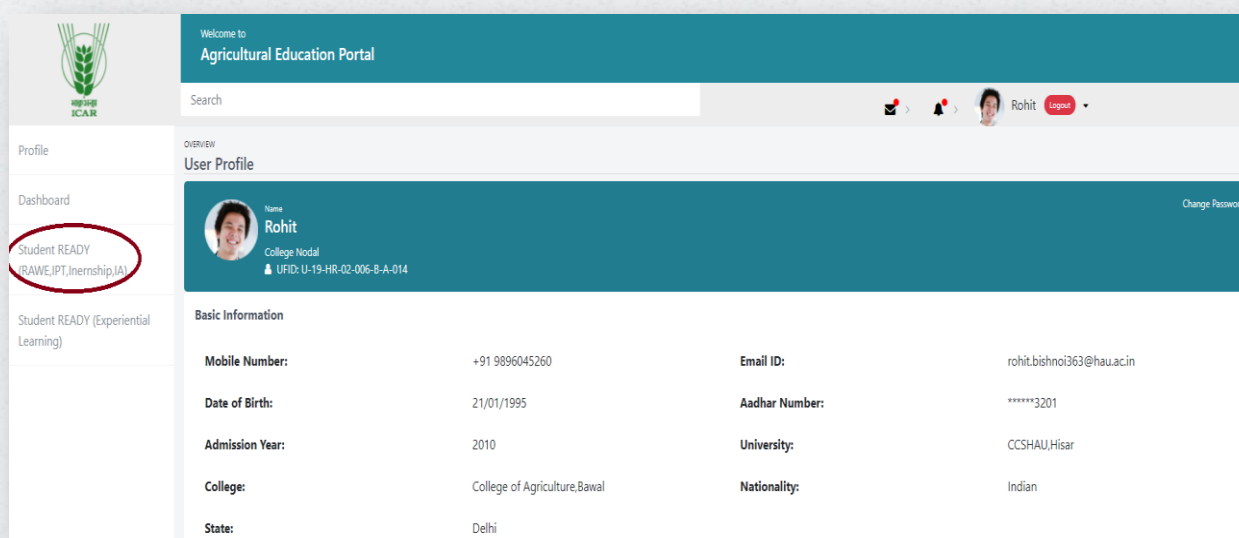


The screenshot shows the 'User Profile' page for a user named Rohit. The page includes a profile card with a photo, name, college, and UFID. Below this is a 'Basic Information' section with the following details:

Mobile Number:	+91 9896045260	Email ID:	rohit.bishnoi363@hau.ac.in
Date of Birth:	21/01/1995	Aadhar Number:	*****3201
Admission Year:	2010	University:	CCSHAU,Hisar
College:	College of Agriculture,Bawal	Nationality:	Indian
State:	Delhi		

- All basic information will be displayed as shown below

6. Student READY(RAWE, IPT, Internship, and IA)



The screenshot shows the 'Agricultural Education Portal' interface. The top navigation bar includes a search box and a user profile dropdown for 'Rohit'. The left sidebar menu contains the following items: Profile, Dashboard, Student READY (RAWE,IPT,Inernship,IA) (circled in red), and Student READY (Experiential Learning). The main content area displays the 'User Profile' page for Rohit, showing the same basic information as in the previous screenshot.

- Click on Student READY (RAWE,IPT,Internship,and IA) from side menu bar.

COLLEGE NODAL OFFICER – USER MANUAL

- Following page will open

The screenshot shows the user profile for Rohit, College Nodal Officer, with a UFID of U-19-HR-02-006-B-A-014. The dashboard has three tabs: "Group request submitted by students", "Group creation/allocation of organization", and "Project report submission". The "Group request submitted by students" tab is active, displaying a table with the following data:

Sr.No	Group name	Name of supervisor	Organisation	Categories	Approve	Reject	Edit
1	RAWE test project group	Madan	ICAR-IARI	RAWE	Approve	Reject	Edit
2	IPT Group 2	Maurya	IARI	IPT	Approve	Reject	Edit
3	Student READY GR 1	Nidhi	IASRI CA	RAWE	Approve	Reject	Edit

© 2020-2021 ICAR-IASRI, Designed & Developed by Division of Computer Application IASRI, New Delhi on behalf of Agricultural Education Division ICAR, New Delhi

- Click tab “Group request submitted by student” to edit group members/approve group request submitted by student
- Click tab “Group creation/allocation of organization” to edit group details or allocate training duration
- Click tab “Project report submission” to view weekly and finally report submitted by group leader and send final college report in particular discipline and category.

Group request submitted by student

- Click tab “Group request submitted by student”, following window will open.

The screenshot shows the Agricultural Education Portal dashboard. The user is logged in as Rohit. The dashboard has three tabs: "Group request submitted by students", "Group creation/allocation of organization", and "Project report submission". The "Group request submitted by students" tab is active, displaying a table with the following data:

Sr.No	Group name	Name of supervisor	Organisation	Categories	Approve	Reject	Edit
1	RAWE test project group	Madan	ICAR-IARI	RAWE	Approve	Reject	Edit
2	IPT Group 2	Maurya	IARI	IPT	Approve	Reject	Edit
3	Student READY GR 1	Nidhi	IASRI CA	RAWE	Approve	Reject	Edit

COLLEGE NODAL OFFICER – USER MANUAL

- Click on Approve/reject to approve/reject group request
- Click on Edit button to open delete/ add group window as shown below

Group Information

Sr.No	Student name	USID	Email	Mobile	Action
1	Rohit (GL)	U-19-HR-02-006-B-A-014	rohit.bishnoi363@hau.ac.in	*****4526	No Actions
2	SUSHMITHA M U	U-17-KA-04-005-B-C-022	sushmithamu845@gmail.com	*****6536	Delete

[Add Member to the group](#) [Close](#)

- Click on “Add member to the group”. Add student window will open as shown in Fig. (I) Add Student.
- Click on delete to delete from group

Add Student

Search By Keywords (Eg:- USID or Name)

[Search Student](#)

Sr.No	Student name	USID	Email	Mobile	Actions
Search to get students					

[Back to student list](#)

- Click on “search Student” in Fig. (I) Add Student to see all available students.
- Click on “Add to Group” button to add in the group.

Add Student ✕

Search By Keywords (Eg:- USID or Name)


Search Student

Sr.No	Student name	USID	Email	Mobile	Actions
1	JITENDRA SINGH RANAWAT	I-19-HR-02-006-D-A-001	banajitendra78@gmail.com	*****7868	+ Add to Group
2	Ashish	U-18-HR-02-006-B-A-003	ashumaan14@hau.ac.in	*****0943	+ Add to Group
3	Asmit Saini	U-18-HR-02-006-B-A-004	asmitsaini001@hau.ac.in	*****3393	+ Add to Group
4	Bhawana	U-18-HR-02-006-B-A-005	missbhawana@hau.ac.in	*****1908	+ Add to Group

[Back to student list](#)


Group creation/allocation of organization

- Click tab “Group creation/allocation of organization”, following window will open.





ICAR

Welcome to
Agricultural Education Portal


 Rohit [Logout](#)

Search

Group request submitted by students
Group creation/allocation of organisation
Project report submission

RAWE
 In Plant Training
 Internship
 Industrial Attachment

Include already allocated students
 Yes No

Search Groups or Add Group

Search By Keywords (Eg: USID or Name)
Search Group

Sr.No	Group name	USID	Category	Action	
1	RAWE test project group	U-19-HR-02-006-B-A-014	RAWE	+ Allocate Training Duration	Edit
2	IPT Group 2	U-19-HR-02-006-B-A-011	IPT	+ Allocate Training Duration	Edit
3	Student READY GR 1	U-19-HR-02-006-B-A-011	RAWE	+ Allocate Training Duration	Edit

Allocate Training Duration

- Click on “Allocate Training Duration”. Allocation window will open as shown in Fig.
- Select start date.
- Enter duration of week.
- Click “Save changes”. End date will be calculated and displayed

Sr.No	Group Name	Code	Type	Action
1	RAW test project group	U-19-HR-02-006-B-A-014	RAW test project group	+ Allocate Training Duration Edit

automatically.

Edit group details

- Click on Edit button. Edit group details window will open.
- Nodal can edit all details or create group.
- Enter all required fields.
- Click “**save group details**” button to save details.
- To edit organization’s details
 - Click on “search button” as shown in Fig . create/edit group
 - Add organization window will open.(Fig. Search or add new organizations)
 - User can search from existing organisation by keywords and select it as shown in Fig. Search or add new organizations.
 - User can also add new organisation details as shown in Fig. Add new

COLLEGE NODAL OFFICER – USER MANUAL

organization

Create/Edit Group

Enter name of the group

Enter USID of group leader

Supervisor's details

Enter Group Name

Enter USID

Enter Supervisor details

Title of the project

Organisation details with address

Organisation's contact person

Enter Title

Enter Organisation details with address

Enter Contact Person

Define team size

Enter Team Size

Save Group Details

Back

Search or Add New Organizations

Search By Keywords

Search

Result shown as :- Organization Name | Contact Person Name

1. IASRI CA Uday	Select Organization
2. IARI Sudeep	Select Organization
3. Amul India Narender Modi	Select Organization

OR

Name of organisation

Address

Landmark

District

Select District

State

Country

Pincode

Contact person

Select State

Select Country

Designation

Mobile number

Emergency contact number

Save and Update

Back

COLLEGE NODAL OFFICER – USER MANUAL

OR

Name of organisation	Address	Landmark	District
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select District ▼
State	Country	Pincode	Contact person
Select State ▼	Select Country ▼	<input type="text"/>	<input type="text"/>
Designation	Mobile number	Emergency contact number	
<input type="text"/>	<input type="text"/>	<input type="text"/>	


[Save and Update](#) [Back](#)

Project report submission

- Click tab “Project report submission”. Following window will open.
- Select Student READY category.
- Select academic year.
- Select discipline.
- Click search. All report in selected options will be listed to view
- Click on “view” button to view details.

OVERVIEW

User Profile Ed



Name: Rohit
College Nodal
UFID: U-19-HR-02-006-B-A-014
Change Password

Group request submitted by students | Group creation/allocation of organisation | **Project report submission**

RAWE In Plant Training Internship Industrial Attachment

Academic Year: 2021-22 | Discipline: Agriculture ▼

List of students

Search By Keywords (Eg: USID or Name) Search Group

Sr.No	Group name	Group leader's name	Group leader's USID	Category	Criteria	View
-------	------------	---------------------	---------------------	----------	----------	------

Project Submission Report (IPT Group 1) ✕

Project title	Group leader's USID	Supervisor	Discipline	Category	Academic year	Images
IPT Project 1	U-19-HR-02-006-B-A-012	Maurya	Horticulture	IPT	2021-22	View Images

Weekly status report

Sr.No	Week no.	Weekly significant output
1	Week 1	Major significant output

Final project report by student

[view](#)

Close

Welcome to

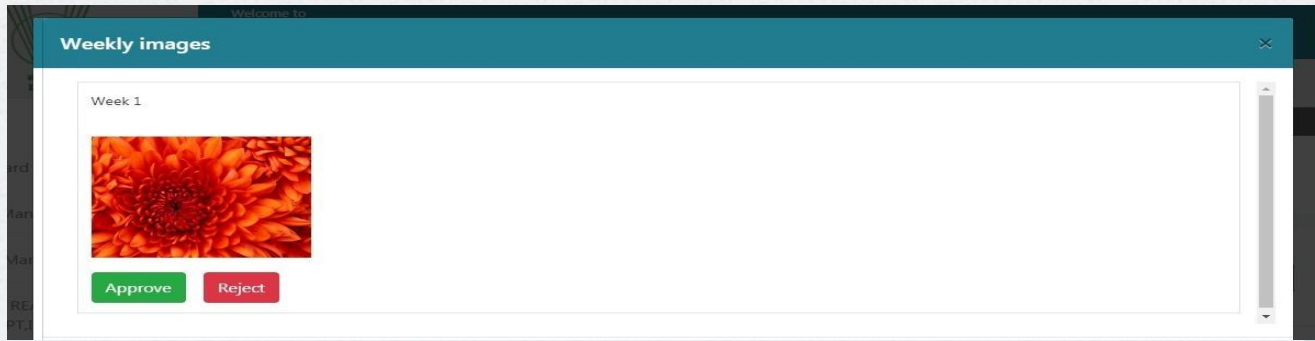
Group Information ✕

Sr.No	Student name	USID	Email	Mobile
1	Preeti (GL)	U-19-HR-02-006-B-A-012	preetichaba777@hau.ac.in	*****2702

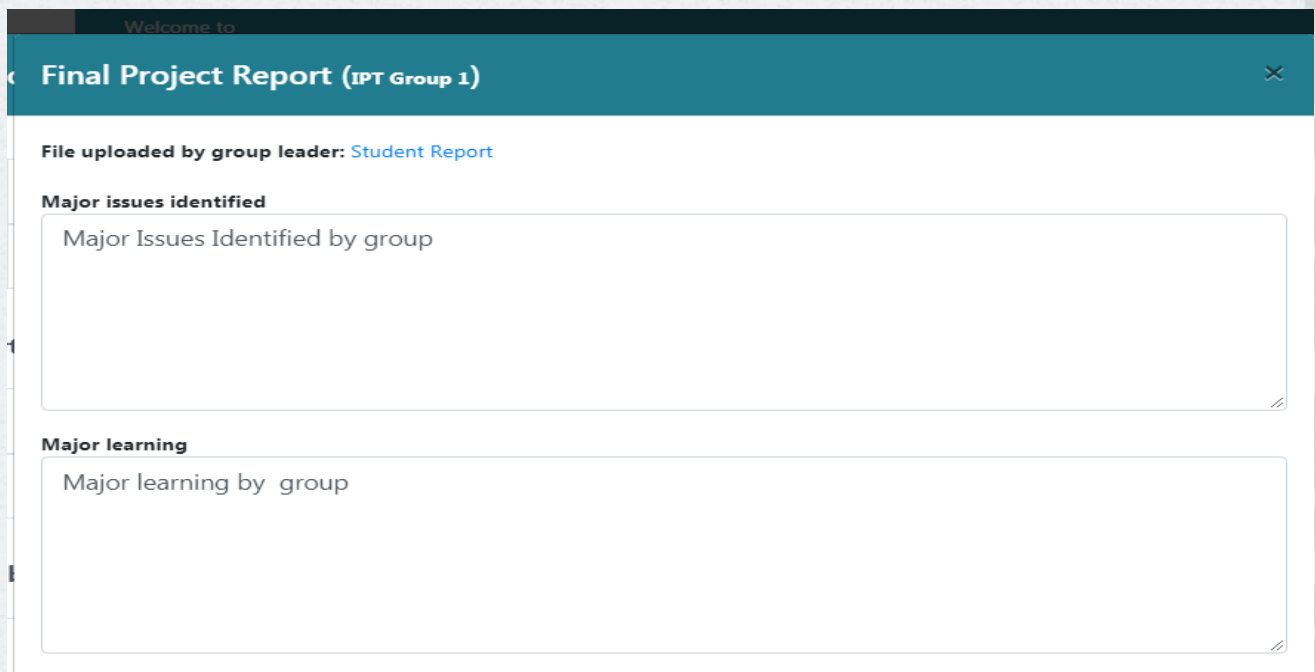
Close

Fig. group information

- Click on group leader’s USID to view all student in the group as show in Fig. group information
- Click on “View Image” to view all images submitted by a group.
- Approve or reject image as show in Fig. weekly images. (Maximum 5 images are allowed to be approved)



- Click on “view” under heading final project report by student. Following window will open.
- College nodal officer can edit project details submitted by students if required.



Activities

nil

Major outcome(s)

Major outcome by group

Close


Update

Final report submission by college nodal officer

- Click on submit final report button as highlighted in fig below
- Final report form will open as show in fig. Final report form

OVERVIEW

User Profile Edit

 **Name**
Rohit
College Nodal
UFID: U-19-HR-02-006-B-A-014 Change Password

Group request submitted by students Group creation/allocation of organisation **Project report submission**

RAWE In Plant Training Internship Industrial Attachment **Academic Year** 2021-22 **Discipline** Horticulture

List of students
Search By Keywords (Eg: USID or Name) Search Group

Sr.No	Group name	Group leader's name	Group leader's USID	Category	Criteria	View
No student found						

Submit Final Report

Designed and Developed by

Division of Computer Applications, ICAR-Indian Agricultural Statistics Research Institute,
Under the Guidance of Agricultural Education Division, ICAR, New Delhi

- Form will be prefilled with combined information submitted by group leader in selected options.
- Nodal officer can edit or save details.
- Click on “Save & preview button” to view preview and proceed for final submit.
- View and verify all details in preview.
- To edit further click close.
- To submit finally click “Final Submit” button. (Once submitted report cannot be edited again.)
- Report will be submitted to university nodal officer.

Welcome to

Final report submission for Student READY- IPT for the academic year 2021-22 in the discipline Horticulture

Major issues identified

Major Issues Identified by group

Major learning

Major learning by group

Major activity (ies) undertaken

nil

COLLEGE NODAL OFFICER – USER MANUAL

Major outcome(s)

Major outcome by group

(quantifiable outcome in 200 words)

Specific outcome,if any

Recommendations

Recommendations

Close

Save & Preview

Final Report Submission

Student READY

Name of the College/Department	College of Agriculture, Bawal								
Discipline	Horticulture								
Title of the programme undertaken (RAWE / IPT / Internship / Industrial attachment)	IPT								
Supervisor details	<table><tbody><tr><td>Name</td><td>Maurya</td></tr><tr><td>Designation</td><td>Professor</td></tr><tr><td>Contact number</td><td>9810125648</td></tr><tr><td>Email ID</td><td>maurya@gmail.com</td></tr></tbody></table>	Name	Maurya	Designation	Professor	Contact number	9810125648	Email ID	maurya@gmail.com
Name	Maurya								
Designation	Professor								
Contact number	9810125648								
Email ID	maurya@gmail.com								

Designed and Developed by

Division of Computer Applications, ICAR-Indian Agricultural Statistics Research Institute,
Under the Guidance of Agricultural Education Division, ICAR, New Delhi

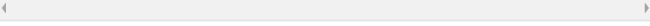
Host details	Name of the organization/individual IASRI CA										
	Village										
	District 2020										
	State Delhi										
	Contact number -										
	Location Pusa Road Delhi										
Major Activity (ies) undertaken	nil										
Major outcome	Major Issues Identified by group Major learning by group Major outcome by group Recommendations										
Photographs											
Student details	<table border="1"> <thead> <tr> <th data-bbox="824 1444 883 1470">Sr.No</th> <th data-bbox="922 1444 964 1470">USID</th> <th data-bbox="1019 1415 1078 1470">Student Name</th> <th data-bbox="1127 1444 1185 1470">Mobile</th> <th data-bbox="1234 1444 1292 1470">Email</th> </tr> </thead> <tbody> <tr> <td data-bbox="824 1516 834 1541">1</td> <td data-bbox="922 1516 964 1541">Preeti</td> <td data-bbox="1019 1516 1078 1596">U-19-HR-02-006-B-A-012</td> <td data-bbox="1127 1516 1185 1541">*****2702</td> <td data-bbox="1234 1516 1422 1541">preetichhaba777@hau.ac.in</td> </tr> </tbody> </table>	Sr.No	USID	Student Name	Mobile	Email	1	Preeti	U-19-HR-02-006-B-A-012	*****2702	preetichhaba777@hau.ac.in
Sr.No	USID	Student Name	Mobile	Email							
1	Preeti	U-19-HR-02-006-B-A-012	*****2702	preetichhaba777@hau.ac.in							
<div style="display: flex; justify-content: space-between;"> Close Final submit </div>											

Fig. 7 Final preview

Contact Details of Support Team

- **Officials at Agricultural Education Division (KAB II)**
 - ✚ Dr. P. S. Pandey
Assistant Director General (EQA&R)
Phone: (Off.) 91-11-25841760
Email: adgeqricar@gmail.com

 - ✚ Dr. Nidhi Verma
Principal Scientist (EP&HS)
Phone: (Off.) 91-11-25840647
Email: Nidhi.Verma@icar.gov.in
- **Project Team**
 - ✚ Dr. Sudeep
Head (A) & Professor Computer Applications (ICAR-IASRI)
Email: sudeep@icar.gov.in
Phone: 91-11-25847121-24

 - ✚ Dr. Alka Arora
Principal Scientist (ICAR-IASRI)
Email: alka.arora@icar.gov.in

 - ✚ Dr. Anshu Bharadwaj
Principal Scientist (ICAR-IASRI)
Email: anshu.bharadwaj@icar.gov.in

 - ✚ Dr. Shashi Dahiya
Senior Scientist (ICAR-IASRI)
Email: Shashi.Dahiya@icar.gov.in
- **Support**
 - Email ID: support.education@icar.gov.in

Link of Education Portal:
<https://education.icar.gov.in/eduportal2/>