



# User's Manual



## Latest News

Application submission from 25th November, 2021 (10:00 AM) to 15th December, 2021 (5:00 PM)

### Address:

Agricultural Scientists Recruitment Board, Department of Agricultural Research and Education, Ministry of Agriculture and Farmers Welfare  
Govt. of India, Krishi Anusandhan Bhavan-I, Pusa  
New Delhi –110012

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## 1. Home Page

- The ASRB Online Application can be accessed on the url- <https://asrbapplication.in>
- This is the Home page of ASRB portal as shown in Fig1.

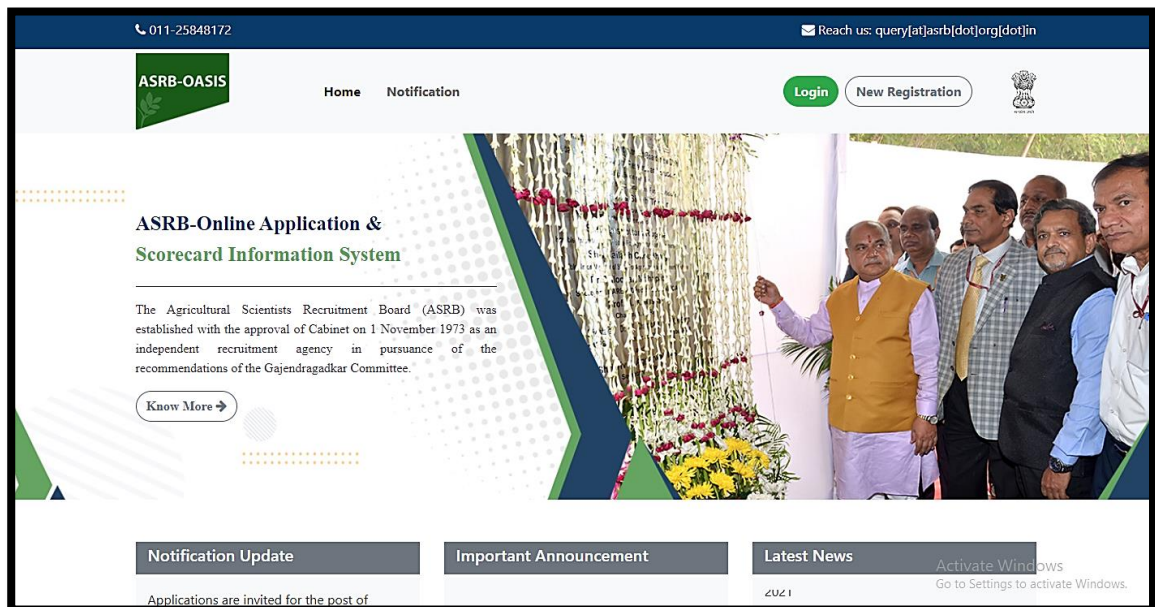


Fig.1

- If you are a new user click on New Registration.
- If you are already Registered click on Login.

## 2. New Registration

- After clicking on New Registration you will see the window as shown in Fig2.

011-25848172 Reach us: query[at]asrb[dot]org[dot]in

ASRB-OASIS Home Notification Login New Registration

**Verify Email Id & Mobile Number Before Registration**

Enter Valid Email Id Confirm Email

Enter Valid Mobile number Confirm Mobile

Get OTP for Mobile & Email Reset

Fig.2

- Enter valid Email-Id and valid Mobile number for registration.
- You will receive an OTP on your registered Email and Mobile number.
- Enter the OTP and then proceed further.

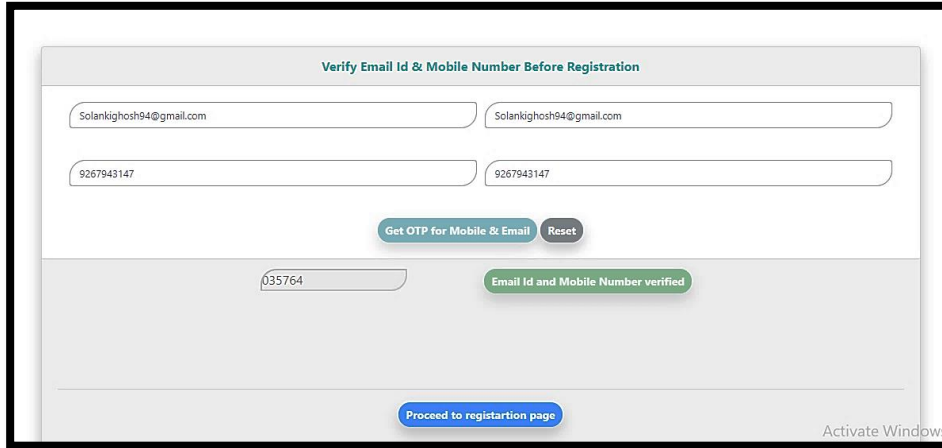


Fig.3

- You will see the Registration Page as shown in Fig.4.
- Fill all the basic information as required.

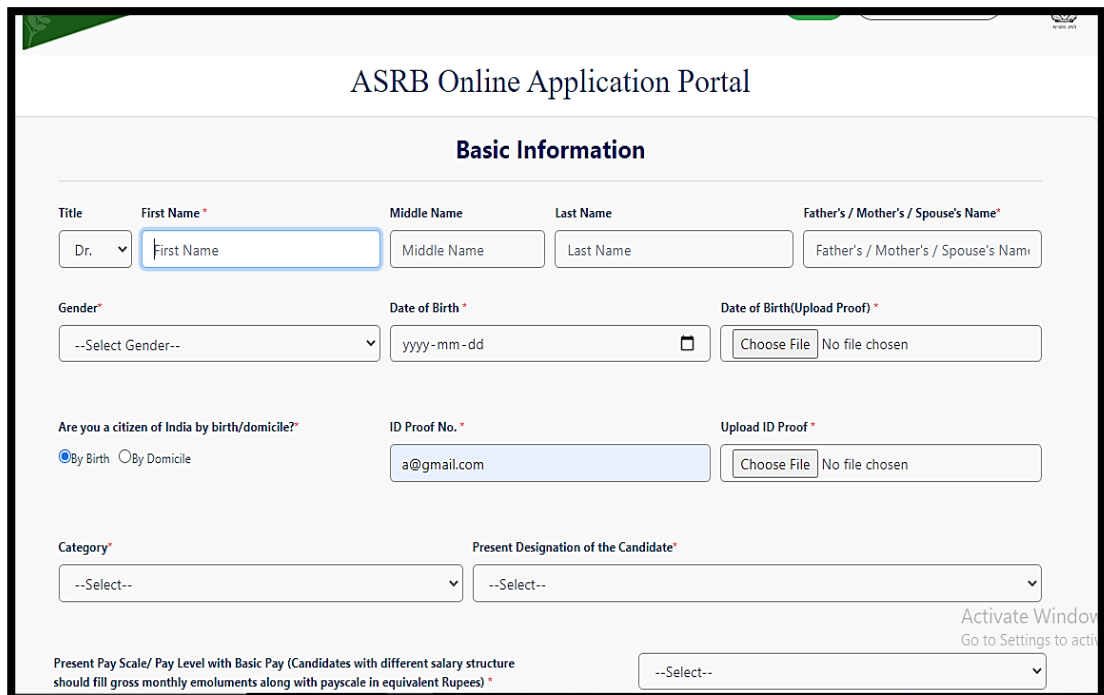


Fig.4

- Set a password for your account.
- Upload photo and signature and click on Register.

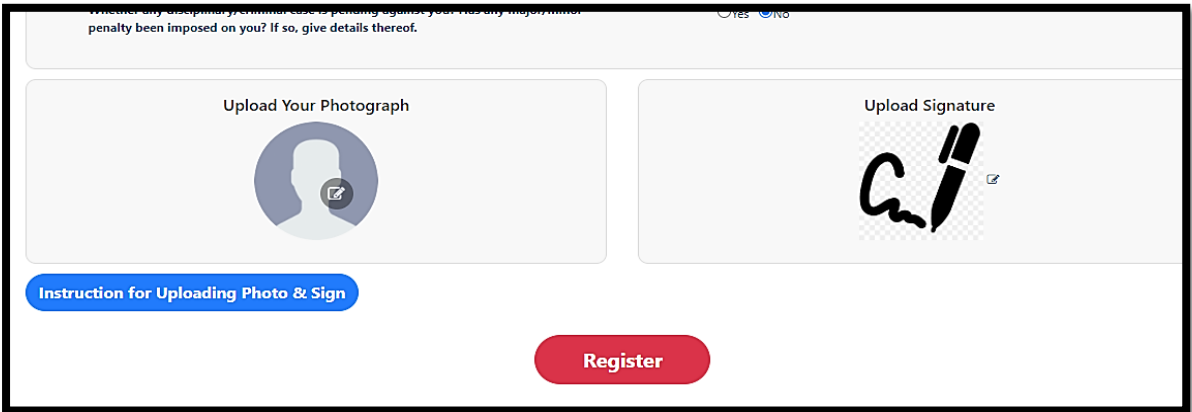


Fig.5

- After Registration you will get the notification on your Email and mobile number that you have successfully registered and will receive the login credentials.

### 3. Login

- Click on Login button in Home page and enter the credentials as shown below.

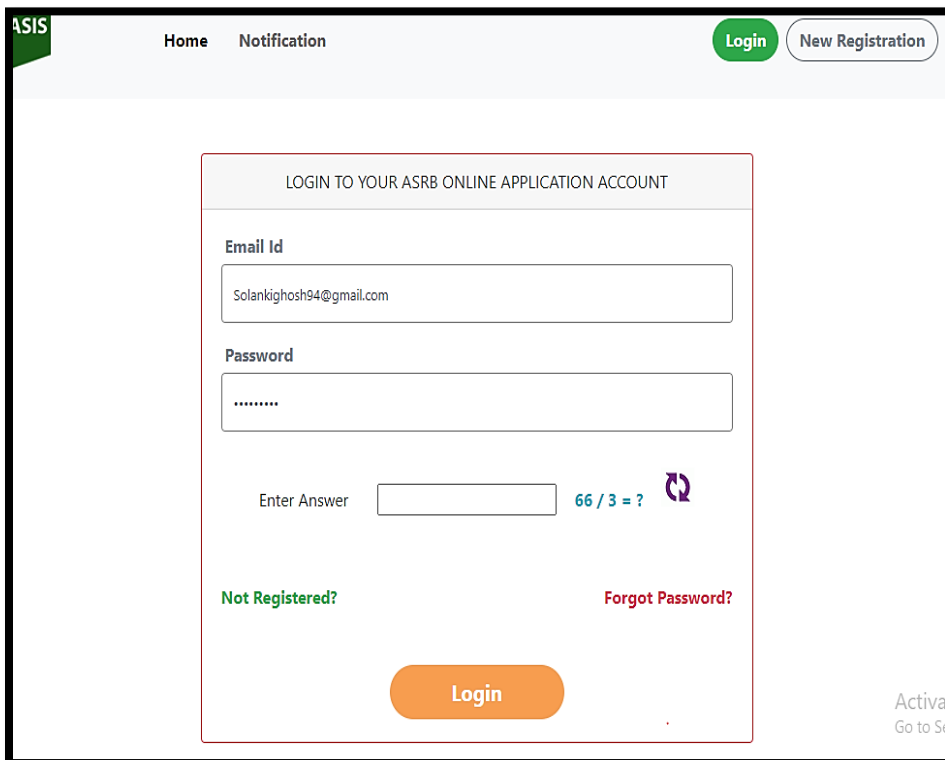


Fig.6

- After Login you will enter the Home page. Fill the application details and click on Submit as shown in Fig.7.

The screenshot shows the ASRB Online Application Portal. The left sidebar contains the user's name 'SOLANKI GHOSH', a search bar, and navigation links for Home, Profile, and My Account. The main content area is titled 'ASRB Online Application Portal' and contains a form with the following fields:

1	Post Type:	--Select Post Type
2	Post Applied for:	
3	Advt.No./Item No.:	
4	Name of the Candidate	SOLANKI GHOSH
5	Present Designation of the Candidate	Professor
6	Present Pay Scale/ Pay Level with Basic Pay (Candidates with different salary structure should fill gross monthly emoluments in equivalent Rupees)	Pay Level 14 of 7th CPC (Rs.1,44,000-Rs.2,18,200)
7	Please specify under which category of essential qualification you have applied	--Please Select--
8	Please specify under which category of Scientist you have applied	--Please Select--

A green 'Submit' button is located at the bottom of the form. The page also includes a 'Change Password' link and a 'Logout' button in the top right corner.

Fig.7

- After submitting your application Id will be generated.
- Click on Profile in left side menu to Edit any profile details as shown below.

The screenshot shows the ASRB Edit Profile page. The left sidebar is the same as in Fig. 7. The main content area is titled 'Edit Profile' and contains the following fields:

<b>Name</b>	<b>Father Name</b>	<b>DOB</b>
SOLANKI GHOSH	NC	1996-01-12
<b>Gender</b>	<b>Category</b>	
Female	UR	
<b>Mobile Number</b>	<b>Email Id</b>	
9267943147	Solankighosh94@gmail.com	
<b>Present Designation of the Candidate</b>	<b>Present Pay Scale/ Pay Level with Basic Pay</b>	
Professor	Pay Level 14 of 7th CPC (Rs.1,44,000-Rs.2,18,200)	

There are two profile picture upload sections: 'Update profile pic' and 'Update Sign'. The page also includes a 'Change Password' link and a 'Logout' button in the top right corner.

Fig. 8

- Click on My Account to see the List of Applications you have applied for as shown in Fig. 9.

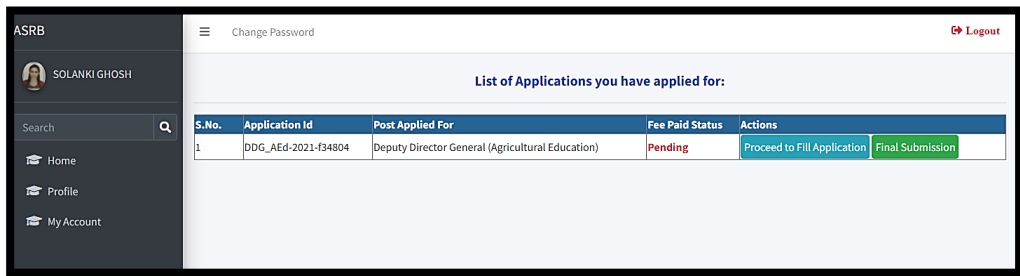


Fig.9

- Click on Proceed to Fill Application and you will be redirected to Essential Qualifications page as shown below.

## 4. Essential Qualifications

- Fill EQ1 and click on Save Data the EQ1 icon will turn green.

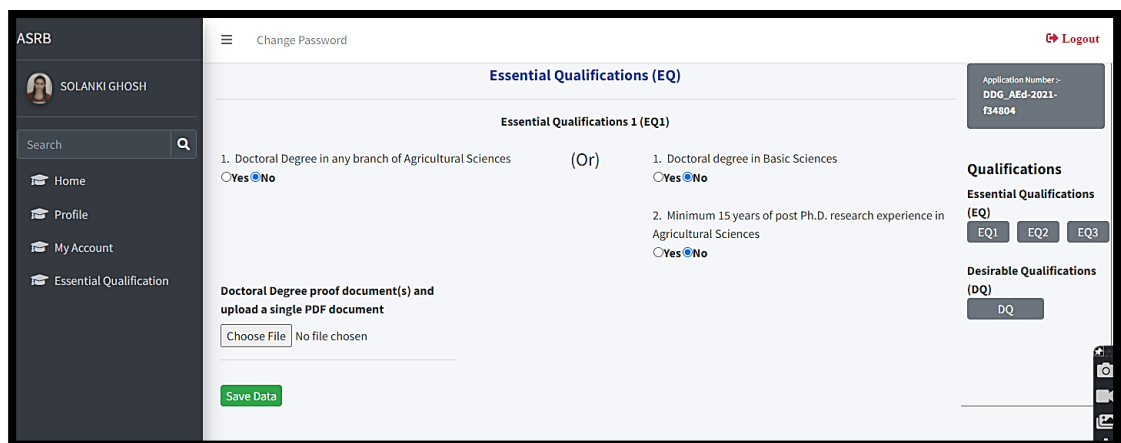
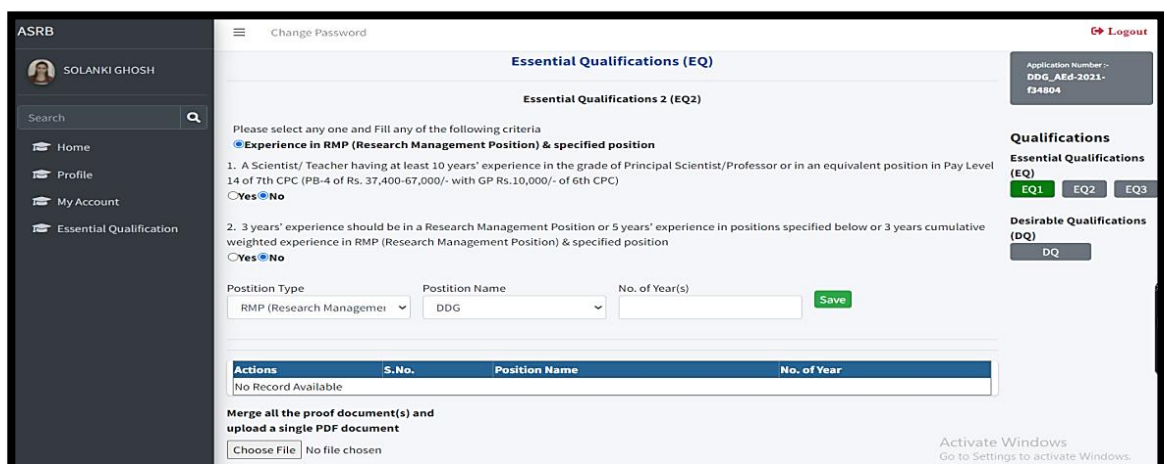


Fig. 10

- Similarly fill EQ2 and click on Save Data.



- Similarly fill EQ3 and click on save Data.

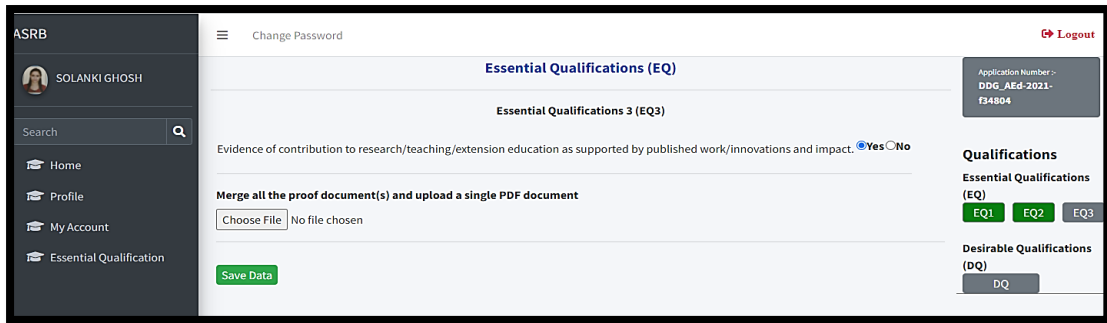


Fig. 12

- After filling EQ3 you will see two more options to be filled in left side menu. Part A and Part B.

## 5. Part-A: Leadership and Post Specific Attributes

- Click on Part A and you will see all the details listed to be filled under Leadership and Post Specific Attributes.
- Fill each detail and then click on Save Data as shown in Fig. 13.
- After filling data of 1.1 the icon will turn to green showing it is filled.

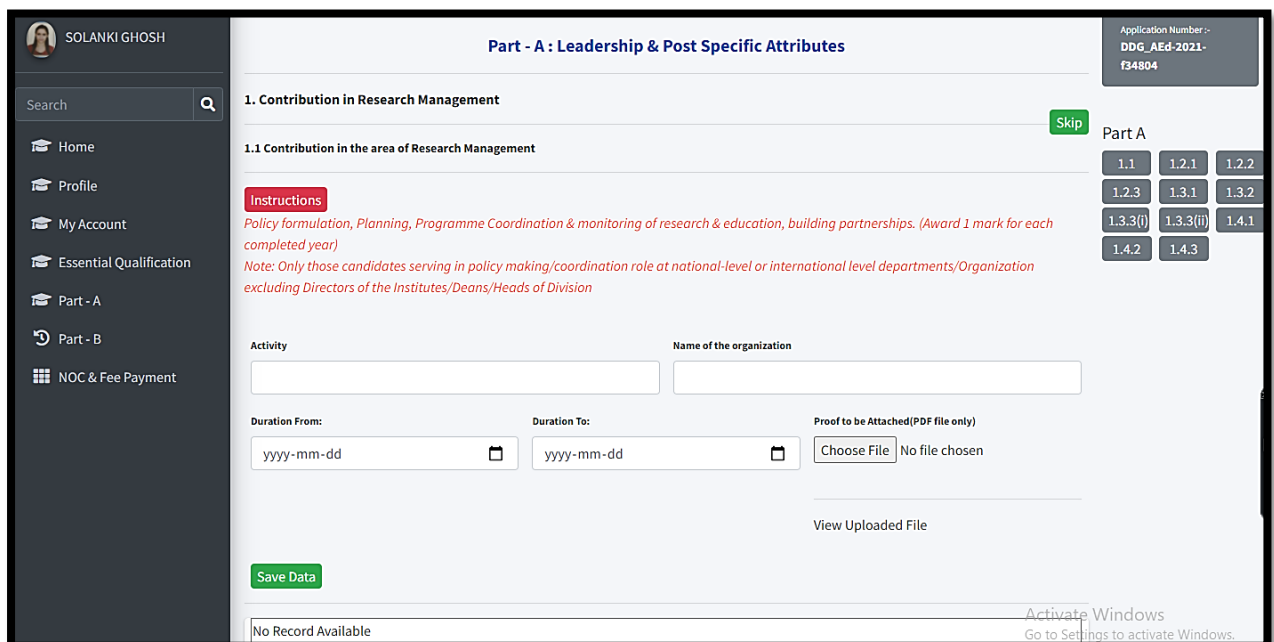


Fig. 13

- Similarly fill all other options given on the right side of Part A. As you fill and save the data the icons will turn to green.

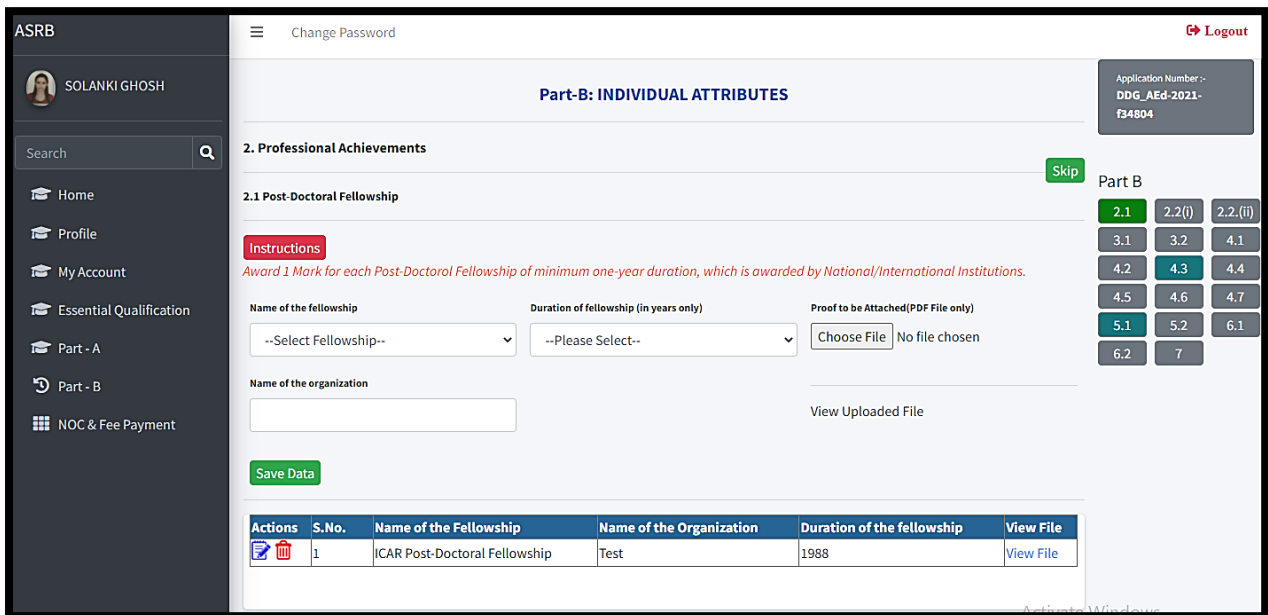


## 6. Part-B: Individual Attributes

- Click on Part B and you will see all the details to be filled under Individual Attributes.
- Fill each detail and click on Save Data.

### 6.1 Professional Achievements

- Fill data of 2.1,2.2(i),2.2(ii) the icon will turn to green showing it is filled as shown in below Fig. 14.



ASRB SOLANKI GHOSH

Change Password Logout

Application Number :- DDG\_AEd-2021-f34804

### Part-B: INDIVIDUAL ATTRIBUTES

#### 2. Professional Achievements



2.1 Post-Doctoral Fellowship Skip

**Instructions**  
Award 1 Mark for each Post-Doctoral Fellowship of minimum one-year duration, which is awarded by National/International Institutions.

Name of the fellowship: --Select Fellowship--  
Duration of fellowship (in years only): --Please Select--  
Proof to be Attached(PDF File only): Choose File No file chosen

Name of the organization:   
View Uploaded File

Save Data

Actions	S.No.	Name of the Fellowship	Name of the Organization	Duration of the fellowship	View File
 	1	ICAR Post-Doctoral Fellowship	Test	1988	<a href="#">View File</a>

Part B progress indicator:

2.1	2.2(i)	2.2(ii)
3.1	3.2	4.1
4.2	4.3	4.4
4.5	4.6	4.7
5.1	5.2	6.1
6.2	7	

Fig. 14

### 6.2 Recognitions/Awards/Special Attainments

- Fill data of 3.1,3.2 the icon will turn to green showing it is filled.

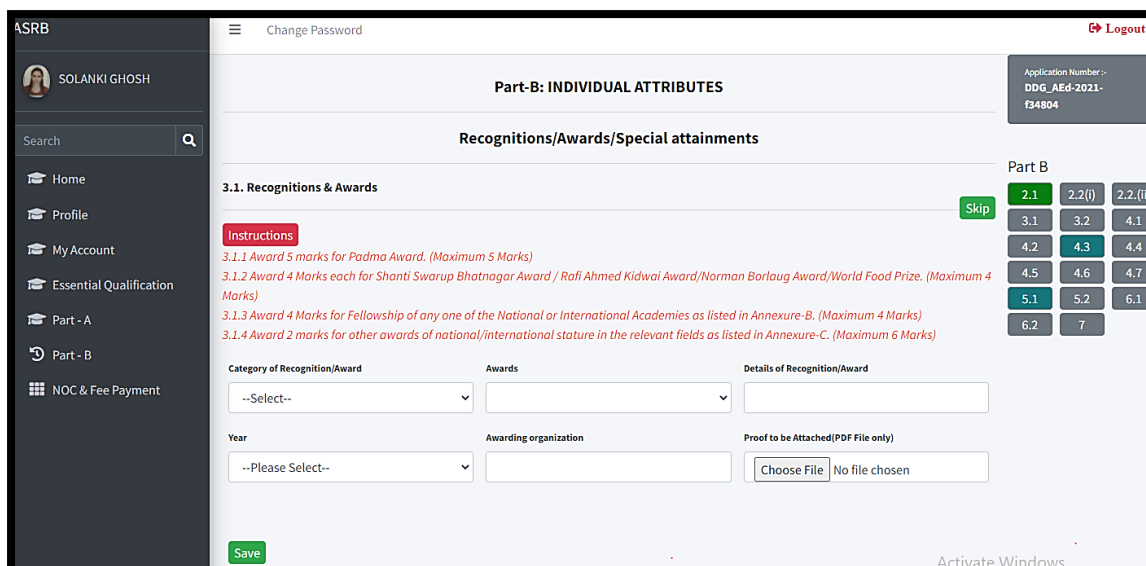


Fig. 15

- Similarly fill all other options given on the right side of Part B. As you fill and save the data the icons will turn to green.

## 7. NOC and Fee Payment

- After filling all details proceed for NOC and Fee Payment.
- Click on Print Application. Check whether all details are filled correctly.
- You can view uploaded files.

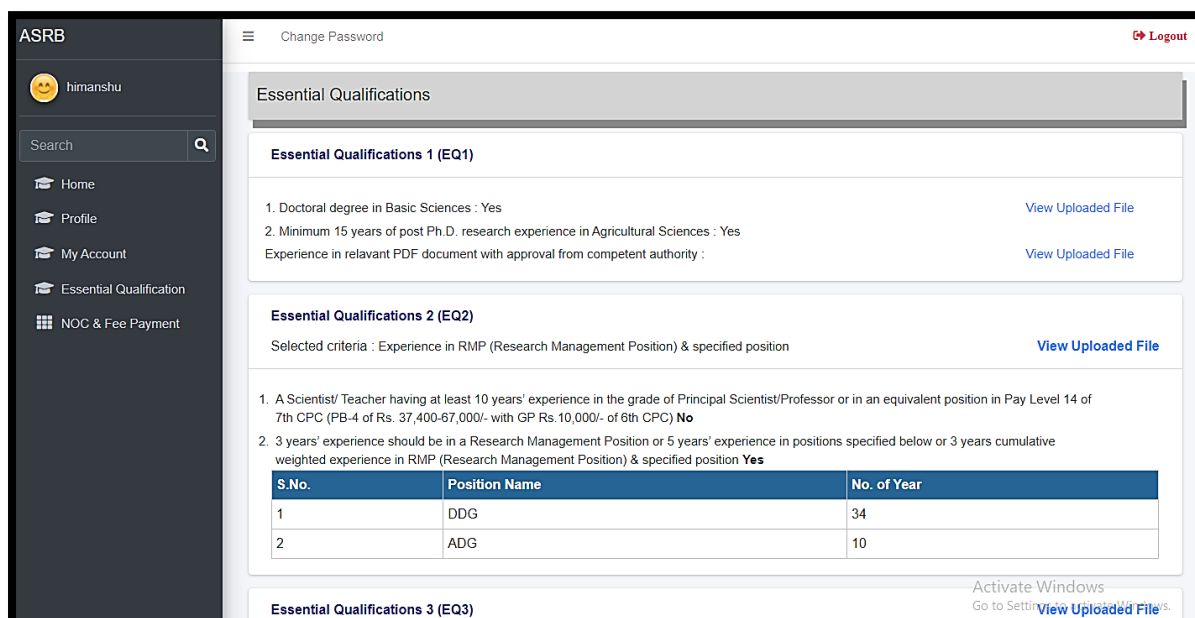


Fig. 16

**Part - A : Leadership & Post Specific Attributes**

**1. Contribution in Research Management**

**1.1 Contribution in the area of Research Management**

S.No.	Activity	Name of the organization	Duration From	Duration To	Page(s) of relevent document
1	Test2	IASRI	11/9/2021	11/14/2021	<a href="#">View File</a>

**1.2 Growth Indicators of the Institute/Organization/Division/Programme under the candidate's leadership**

1.2.1 Average number of research papers published in the peer reviewed journals per scientists/per year (NAAS rating 7 or above) under the leadership of the candidate in the last 3 years of his tenure in a leadership position.

S.No.	Number of Scientists	Number of Research Papers	Year of Publication	NAAS Rating	Page(s) of relevent document
1	100	50		1993	<a href="#">View File</a>

1.2.2 Number of competitive grant R&D projects initiated and Grant recived, per scientists per year under the leadership of the candidate in the last 3 years of his tenure in a leadership position.

S.No.	Number of Scientists	No of Research projects	Year	Details of R&D Projects	Page(s) of relevent document
1	10	4	2018	dffffd	<a href="#">View File</a>

Fig. 17

1	176	Publication	1990	<a href="#">View File</a>
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**Part - B : INDIVIDUAL ATTRIBUTES**

**2. Professional Achievements**

**2.1 Post-Doctoral Fellowship**

S.No.	Name of the Fellowship	Name of the Organization	Duration of the fellowship	Page(s) of relevent document
1	ICAR Post-Doctoral Fellowship	IASRI	1985	<a href="#">View File</a>

**2.2 Experience over and above the prescribed essential years stipulated as minimum qualifications**

2.2. (i) Each year of experience as DDG/Vice Chancellor/ ND/ Director/ ADG/ Project Director/ Joint Director of National Institutes/ Dean/ Director (Research)/ Director (Extension); OR Additional Secretary or equivalent rank or above in GOI or its statutory/autonomous/attached bodies including similar level positions in CG Centres, international organizations.

S.No.	Name of the Post	Name of the institution	Number of years Served	Page(s) of relevent document
1	Deputy Director General (Horticultural Science)	IASRI	2	<a href="#">View File</a>

2.2. (ii) Each year of experience as Division/lead of Regional Stations/Project Coordinator/ National Coordinator or equivalent positions in National or international Institutions/Organizations where selection is made through competition; OR Head or Coordinator of multi institutional programmes/including similar level posts of CG Centres, international organizations; OR Acting Charge of RMPs

Fig. 18

- Fill the NOC and submit.

8. No Objection Certificate by the Employer

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**No Objection Certificate by the Employer\***  
[View NOC File](#)

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**Declaration:**

- I here by declare that the statements made in the application (Part-A & Part-B) are true.
- I hereby undertake that if on verification, at any stage, it is found that the information furnished by me is false and incorrect, my candidature for the applied post, shall stand cancelled forthwith and I will be liable for consequences on account of mis-representation of facts. I hereby accept that the statements made in the application(s) (Part A & B) are correct to the best of my knowledge and confirm the undertaking.
- In support of the application, all certificates/documentary evidences are duly issued by the Head of the institution.

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<p>Candidate's Signature</p>  <p>himanshu</p>	<p>Candidate's Photograph</p> 
Date : 18-11-2021	Place <input type="text"/>

Activate Windows  
Go to Settings to activate Windows.

Fig. 19