

URGENT

From

Director Higher Education, Haryana
Sikhsha Sadan, Sector-5 , Panchkula

To

All Principals of Govt. Colleges of Haryana,

Memo No.: KW 30/3-2012 Co. (2)

Date : 14/12/18

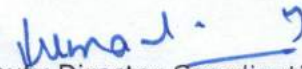
Subject: Regarding rolling out Shiksha Setu Mobile App

Please pursue the subject cited above.

I have been directed to inform you that, Department has developed Shiksha Setu Mobile App for all Students and Teachers of Govt. Colleges. The Mobile App was officially launched by Hon'ble Education Minister on 10.04.2018. It is requested to direct all teachers and students to download and use the Mobile App (Android Version) which will further get updated with new features. Follow the steps stated below to download and login to the mobile app.

1. Visit Department of Higher Education, Haryana website (<http://higherduhry.com>)
2. Click on download mobile app button given on the Top Right Hand Corner.
3. Download mobile app from Google Play Store.
4. To login to the mobile app use admission registration number as username and password.
5. All teachers login are attached along with with this mail. We have set default password for every teacher. Kindly instruct them to change default password on first time login.
6. Student can reset his/her password through registered mobile number on given link. <http://admission.highereduhry.com/web/index.php/forgotpassword>.
7. User manual guiding users for using the mobile app attached along with with mail.

This is for your information and takes necessary action accordingly.


Deputy Director Coordination
For Director General Higher Education,
Haryana

Handwritten note in blue ink:
Munish



DEPARTMENT OF HIGHER EDUCATION, HARYANA

User Manual for Mobile App 2018-2019 (Principal / Teachers)

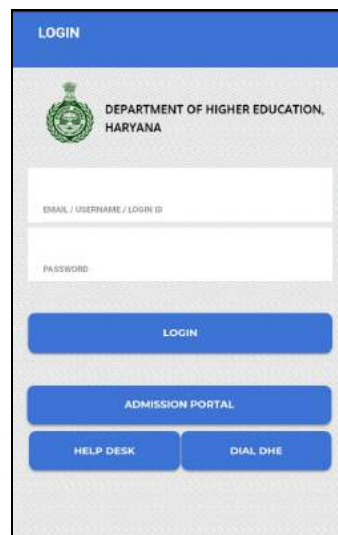
OVERVIEW

Department of Higher Education, Haryana is a unit of the Government of Haryana in India that looks after the colleges/universities in the state of Haryana.

This document is a user manual for admin/principal/teacher/students. The audience for the document includes all admin/Principal/teacher/students. Assuming the audience is not technically savvy, the user manual is designed in an easy to use manner.

The application designed and developed for the Departments of Higher Education. It helps in transparent administration and better communication between Students, Principals, Teachers, Parents, Admin etc.

LOGIN PAGE



The screenshot shows a mobile application login screen. At the top, there is a blue header with the word "LOGIN" in white. Below the header, the logo of the Department of Higher Education, Haryana is displayed on the left, and the text "DEPARTMENT OF HIGHER EDUCATION, HARYANA" is on the right. There are two input fields: the first is labeled "EMAIL / USERNAME / LOGIN ID" and the second is labeled "PASSWORD". Below the input fields, there are four buttons: a large blue "LOGIN" button, a blue "ADMISSION PORTAL" button, and two smaller blue buttons labeled "HELP DESK" and "DIAL DHE".

1. Enter Email/ Username and Password.
2. Click on "Login"
3. You will be redirect to the DHE Mobile App Dashboard.

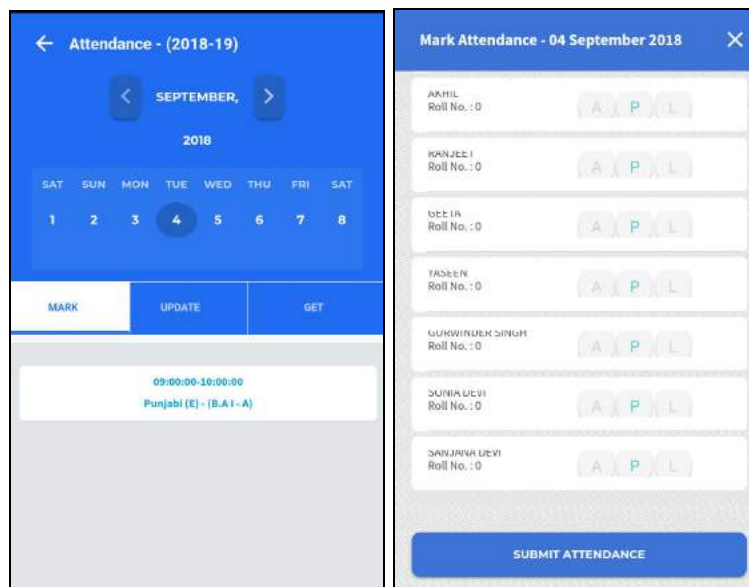
1. DHE MOBILE APP DASHBOARD:



- Dashboard Displays all the icons/modules of the mobile app.
- On click of Attendance icon, user will enter attendance module as shown in the image below:

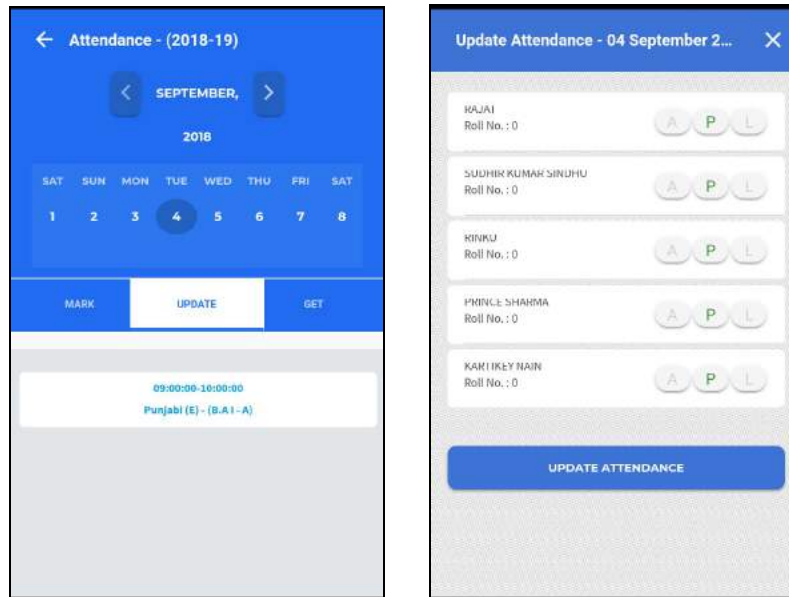
2. ATTENDANCE (PRINCIPAL/TEACHER)

MARK ATTENDANCE:



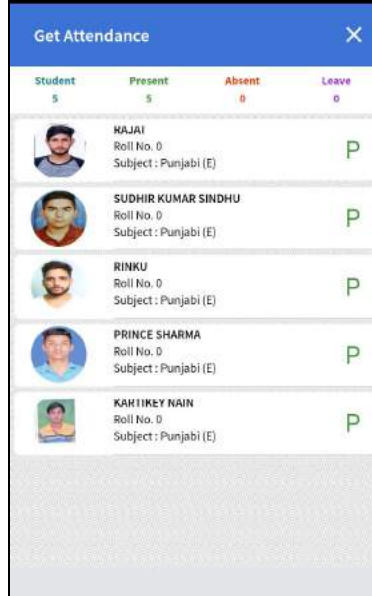
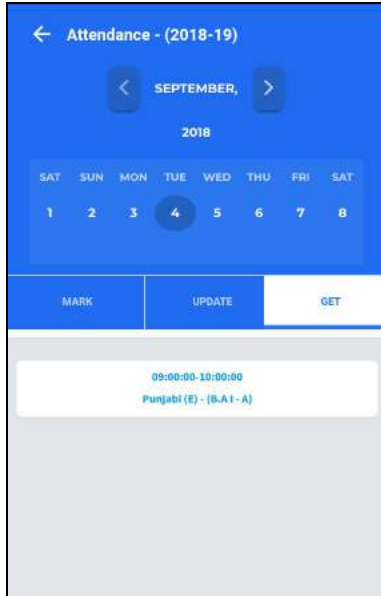
- On click of “Mark” tab user can mark the attendance of student, list of students will open where user can mark Absent, Present or Leave accordingly and click on “Submit Attendance” as shown in the image:

UPDATE ATTENDANCE:



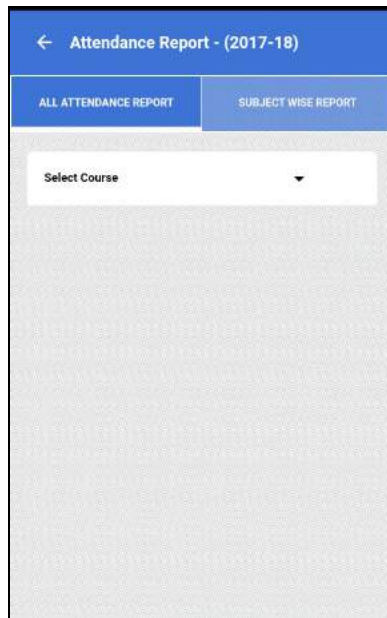
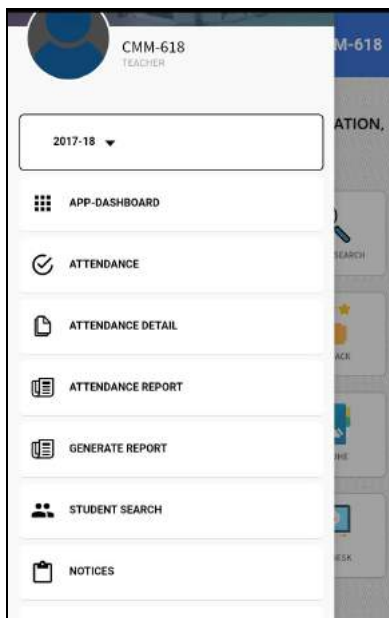
- On Click of “Update” tab user can also update the marked attendance, Attendance can only be updated within 15 days.
- On click of Update Attendance tab, attendance will be updated.

GET ATTENDANCE:



- On click of “Get” tab user can view the Attendance details of the selected group, where user can view Total No. of Students, Present Students, Absent Students, On Leave Students.

ATTENDANCE REPORT:



- Attendance Reports, Subject Wise Reports can also be generated through Mobile App as shown in the image above:

ATTENDANCE (STUDENT)

Student can only see attendance percentage as shown in the image:

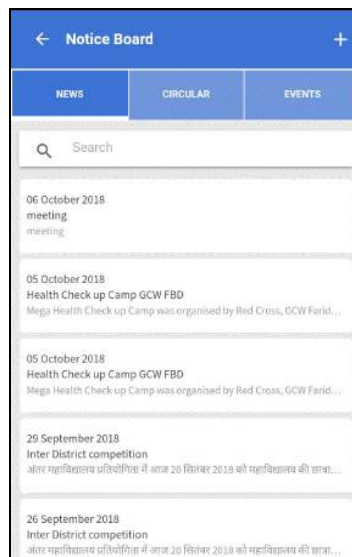
Subject Attendance Detail					Lecture Attendance Detail		
Subject	Lecture	Present	Absent	Leave	Date	Time	Status
Defence Studies	1	1	0	0	22 Jun 2018	10:00:00	PRESENT
Punjabi (E)	2	1	1	0			

- On click of Attendance Icon student can get monthly attendance as shown in the images above.

3. NOTICE (ADMIN/PRINCIPAL)

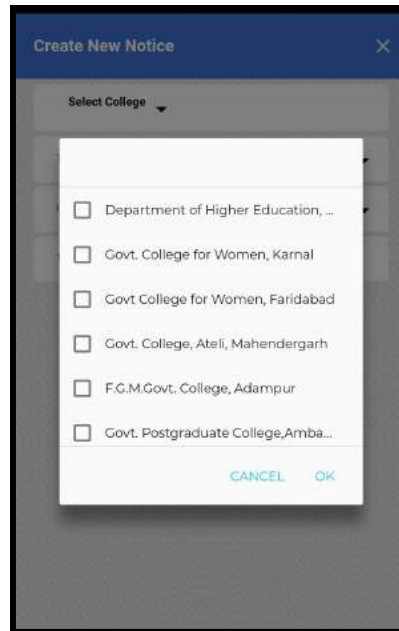
- Admin/Principal will add Notices, Circular and Events from their login's.
- On click of Notice icon, user will enter Notice screen as shown in the image below:

NOTE: Admin has to select college whereas principal will add notice in own college.
ADD

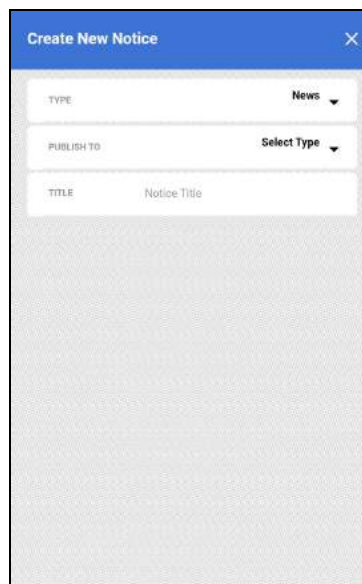


- User will select "Add sign +" from the screen to add to Notice Board.

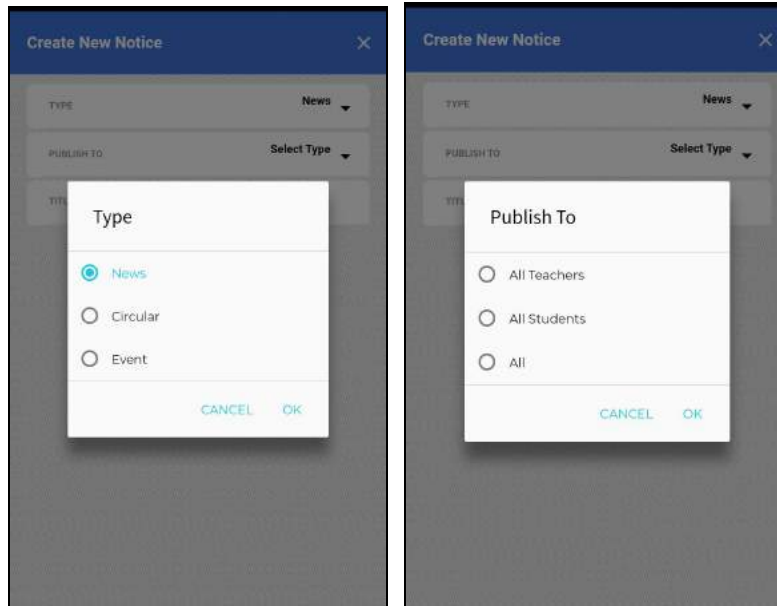
- Admin will **Select College** from the given dropdown as shown in the image below:



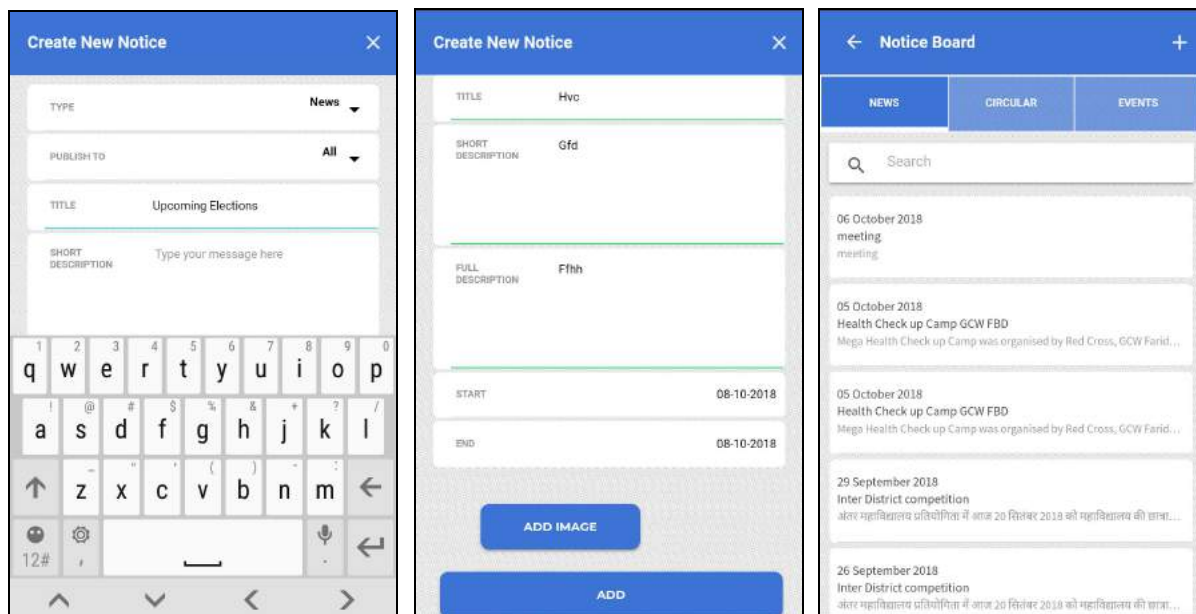
- Further user has to select the category of the notice ie; News, Circular, Events etc from the menu as shown in the image above.



- User will select "Type", "Publish To" from given dropdown as shown in the image below:
- **Publish To:** To All Teachers, All Students or All from the given options as shown in the image below:

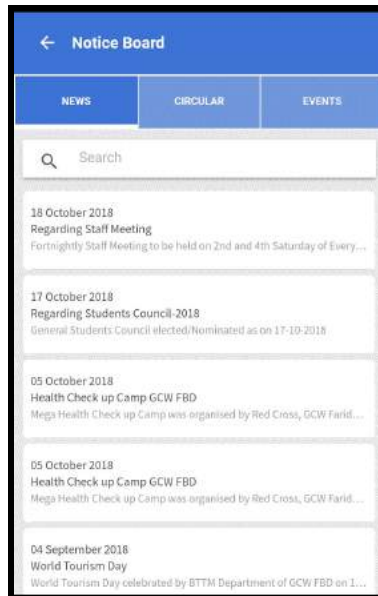


- User will also enter Title, Short Description, Full Description, Start Date, End Date in the given fields.
- User can also browse image by clicking on “Add Image” tab.
- On click of “Add” tab the details of notice will be added and will be displayed in the list as shown in the image below:



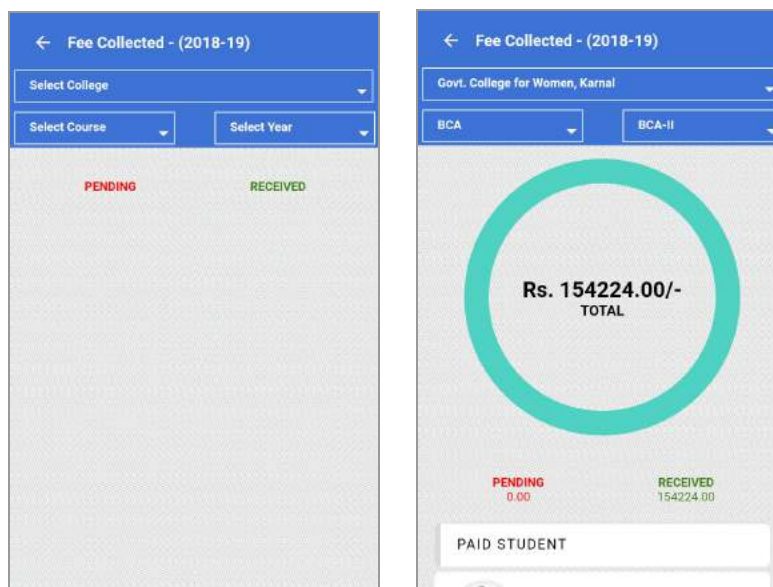
(NOTICE STUDENT)

- **NOTE:** Student can only view News, Circular and Events as shown in the image below:



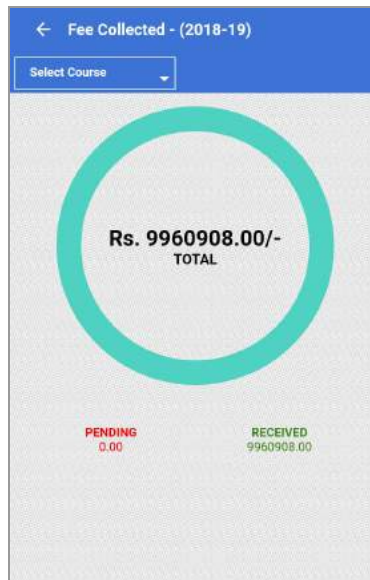
4. FFES (ADMIN/PRINCIPAL/TEACHER)

Admin: On click of Fee Collected icon admin can view fee collected in the colleges by selecting College, Course and Year from the dropdown as shown in the image. Also admin can view students challan by clicking on student name.

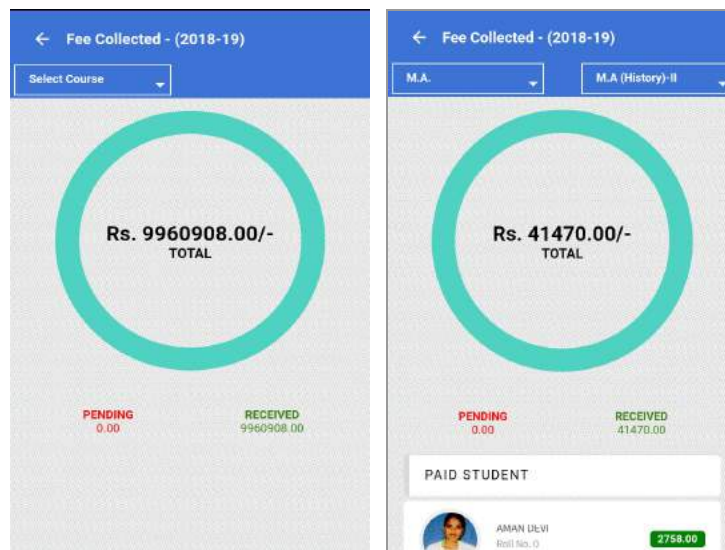


Principal: On click of Fee Collected Icon, principal can view Total Fee Details of the college

or can select Course from the dropdown and view Fee Collected of particular course. Also Pending & Received details and Student Challans are visible.



Teacher: On click of Fee Collected Icon, teacher can view Total Fee Details of the college or can select Course from the dropdown and view Fee Collected of particular course. Also Pending & Received details and Student Challans are visible.



Student: On click of Fee Details icon student can view the details of the Student Challan as shown in the image.

College/University Charges	Amount
SUF	5.00
Library Security Fund	500.00
EVS	240.00
Dilapitation Fund	5.00
SAF	3.00
RK Fund	70.00
Electricity Fund	120.00
Magzine Fund	16.00
ID Card	20.00

5. HELPDESK (ADMIN/PRINCIPAL/TEACHER)

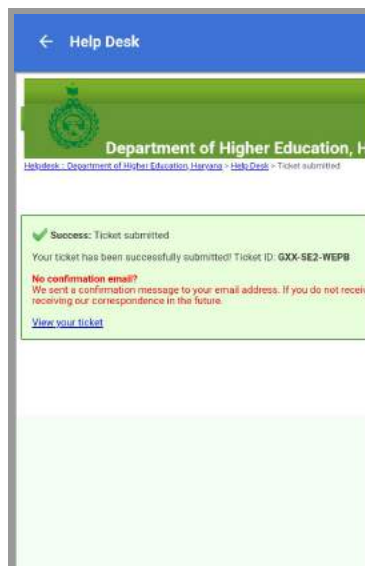
ADD

- To add Tickets to Help Desk user will enter Name, Email in the given fields.
- From the dropdown user will select the priority of the issue from Low, Medium, High.

The screenshot shows a mobile application interface for a Help Desk. At the top, there is a blue header with a back arrow and the text "Help Desk". Below the header, the user's name "Sumit" and email "Sumit123@gmail.com" are displayed. The priority is set to "Medium" in a dropdown menu. The subject of the ticket is "Pdf files not loading". The message content reads: "I was trying to upload pdf files, b the needful Thanks". At the bottom, there are four attachment slots, each with a "Choose file" button and the text "No file chosen". The first slot shows a file named "Screenshot...114142.png".

- User will enter Subject and Message in the given fields.
- Click on Choose file tab to browse attachments if required.
- User will enter Captcha in the given field as shown in the image and click on Submit tab.

- A confirmation message will be sent to the user as shown in the image.



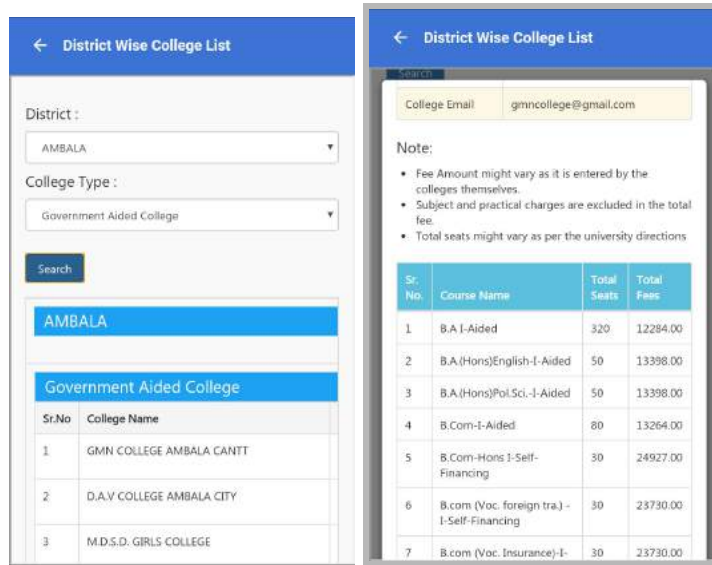
6. ONLINE ADMISSION (ADMIN/PRINCIPAL/TEACHER)

- On click of Online Admission tab user will view the list icons.



DISTRICT WISE COLLEGES

- On click of District Wise Colleges user will select the District from the given dropdown and a list of Colleges will appear on the screen where user can view the details of college like seats and fee etc. as shown in the image.



SEARCH ALL COLLEGES

- On click of Search All Colleges user will select District, Courses, Education Mode and College Type from the given dropdown and list of Colleges in the District will appear. On click of Search tab list of Colleges will appear as shown in the images.

The left screenshot shows the search filters for 'All College List':

- District:** Select District (23)
- Courses:** Select Courses (38)
- Education Mode:** Co-Ed Girls Only
- College Type:** Government College Government Aided College Self Financing College

The right screenshot shows the search results table:

District	College Type	Detail
ala Cantt.	AMBALA	Government College View
	AMBALA	Government College View
	AMBALA	Government College View

ALL COLLEGES LIST

- On click of View tab College Information and details like Total Seats and Total Fees of College will open as shown in the images.

The left screenshot shows the 'College Information' modal for Govt. Postgraduate College, Ambala Cantt.:

Name	Govt. Postgraduate College, Ambala Cantt.
Type	Government College
District	AMBALA
Address	Govt. Postgraduate College, Ambala Cantt.
Education Mode	Co-Ed
Contact	0171-2644503, 2643028
Website	www.gcambalacantt.in

The right screenshot shows the 'Note' and a table of courses:

Note:

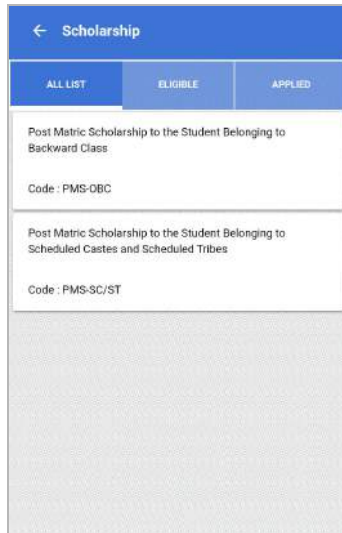
- Fee Amount might vary as it is entered by the colleges themselves.
- Subject and practical charges are excluded in the total fee.
- Total seats might vary as per the university directions

Sr. No.	Course Name	Total Seats	Total Fees
1	B.Sc. III (IT)	60	4688.00
2	B.Sc. II (IT)	40	4688.00
3	B.Sc. (Non-Medical)-I	60	4768.00
4	BCA-III	80	5488.00
5	BCA-I	80	6888.00
6	B.A III	40	2498.00
7	B.Sc.(Computer Science)-I	60	4468.00
8	B.Sc.(Medical)-II	60	2498.00
9	B.Sc. (Non-Medical)-III	60	2498.00

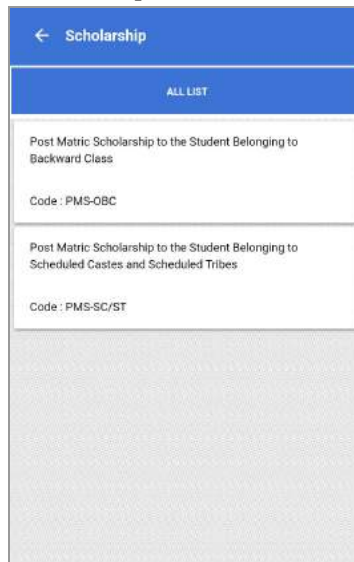
7. SCHOLARSHIP (ADMIN/PRINCIPAL/TEACHER)

- On click of Scholarship icon, user will enter scholarship module as shown in the image.

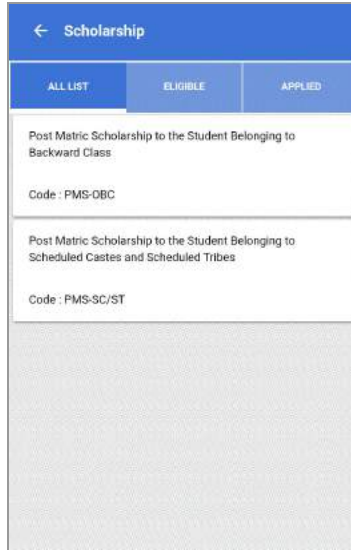
Admin/Principle User can view list of Scholarship Schemes. Also user can view list of eligible students and applied students.



Teacher User can view list of Scholarship Schemes.

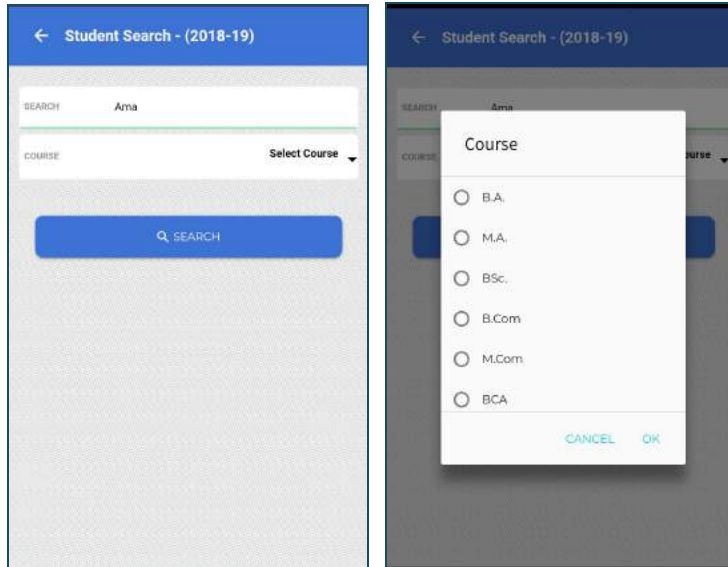


Student User can view list of all Scholarship Schemes, list of students eligible for Scholarship schemes and list of Scholarship schemes Applied for.



8. STUDENT SEARCH (ADMIN/PRINCIPAL/TEACHER)

- On click of 'Student Search' user can Search student details by entering Student Name and selecting Course from the given dropdown as shown in the images.

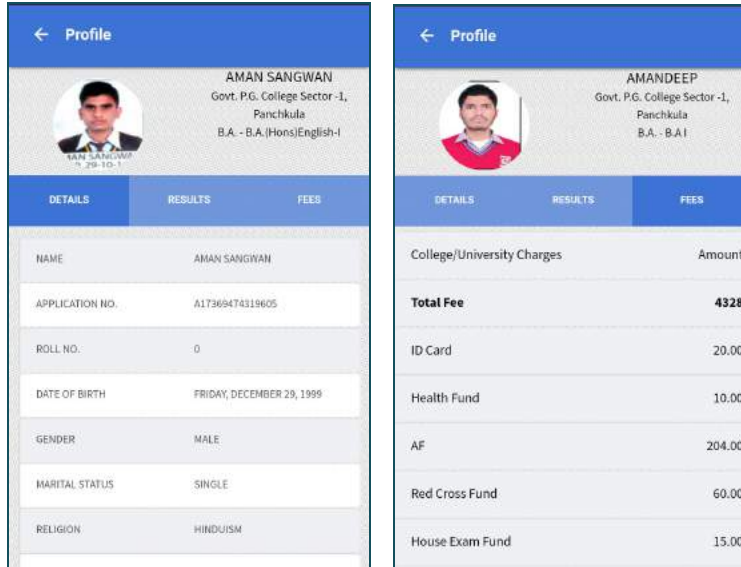


- List of searched name will appear from where user can select particular student and search Details, Results and Fees Status of the student as shown in the image.



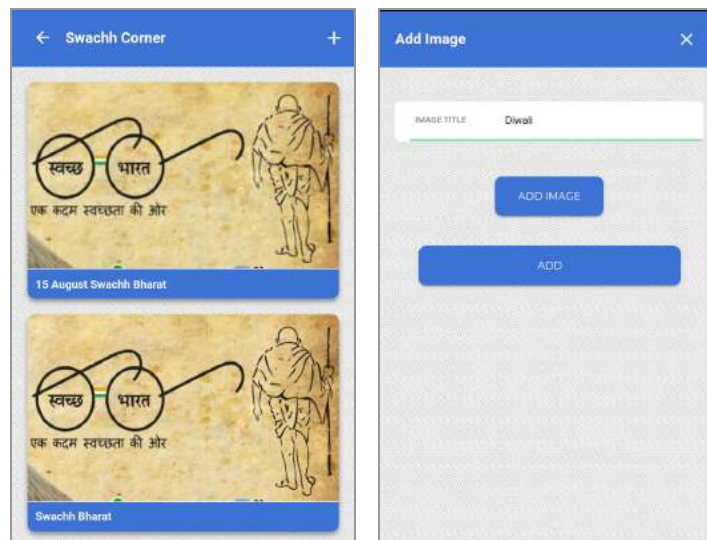
User can view : Profile

- **Profile:** Application No., Category, Address etc
- **Results:** Internal External Marks, Total Marks.
- **Fees:** Total Fees, Building Fund, Exam Fee etc.



9. SWACHH CORNER (ADMIN/PRINCIPAL/TEACHER) ADD

- Only Principal own the rights to Add 'Image Title' and 'Images' to Swachh Corner Module.
- To add to Swachh Corner user will click on '+ Add tab' as shown in the image.
- User will enter 'Image Title' and add 'Images' by browsing from the gallery.
- On click of 'Add' tab images will be saved in the Swachh Corner module.
- Student and teachers can only view images in Swachh corner.



DIAL DHE (ADMIN/PRINCIPAL/TEACHER)

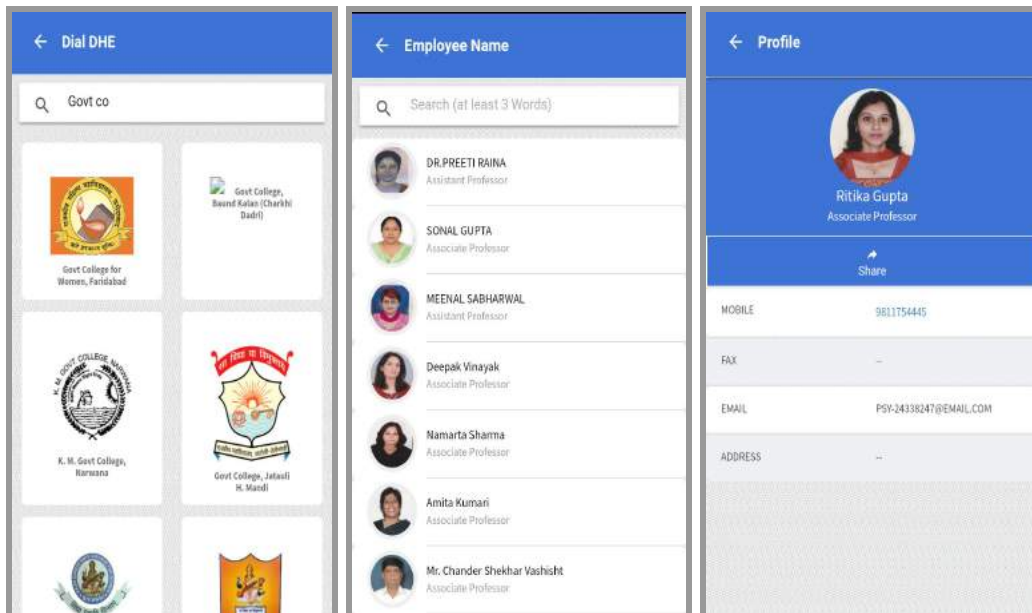
- On click of Dial DHE icon, user will enter Dial DHE module.
- User will select from given three options:
- **Directorate:** To view details of the administrative level employees.
- **Government Colleges:** To view details of the Government college faculty.
- **Private Colleges:** To view details of the Private college faculty.



Directorate: Click on directorate tab to view Profile details of the administrative employees including Contact details.

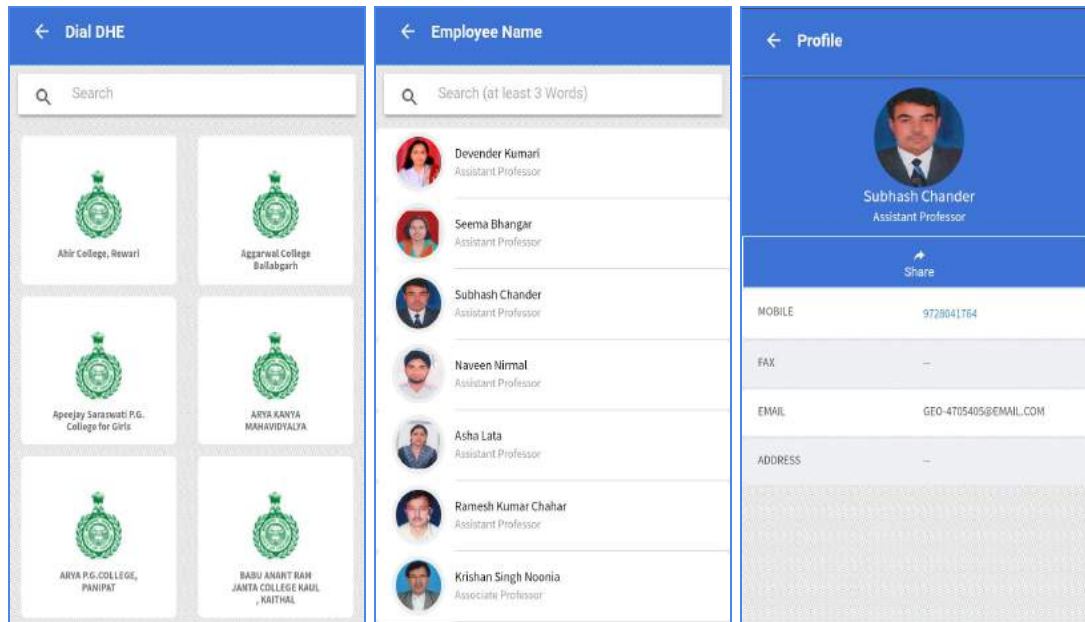


Government Colleges: On Click of Govt. College tab user will view list of govt colleges where user will select the college and list of Faculty Members of selected college will show. Complete profile of faculty member can be viewed, including contact details.



Private Colleges: On Click of Pvt. College tab user will view list of Pvt. colleges where user will select the college and list of Faculty Members of selected college will show. Complete

profile of faculty member can be viewed, including contact details.



THANK YOU



DEPARTMENT OF HIGHER EDUCATION, HARYANA

**User Manual for Mobile App 2018-2019
(For Students)**

OVERVIEW

Department of Higher Education, Haryana is a unit of the Government of Haryana in India that looks after the colleges/universities in the state of Haryana.

This document is a user manual for admin/principal/teacher/students. The audience for the document includes all admin/Principal/teacher/students. Assuming the audience is not technically savvy, the user manual is designed in an easy to use manner.

The application designed and developed for the Departments of Higher Education. It helps in transparent administration and better communication between Students, Principals, Teachers, Parents, Admin etc.

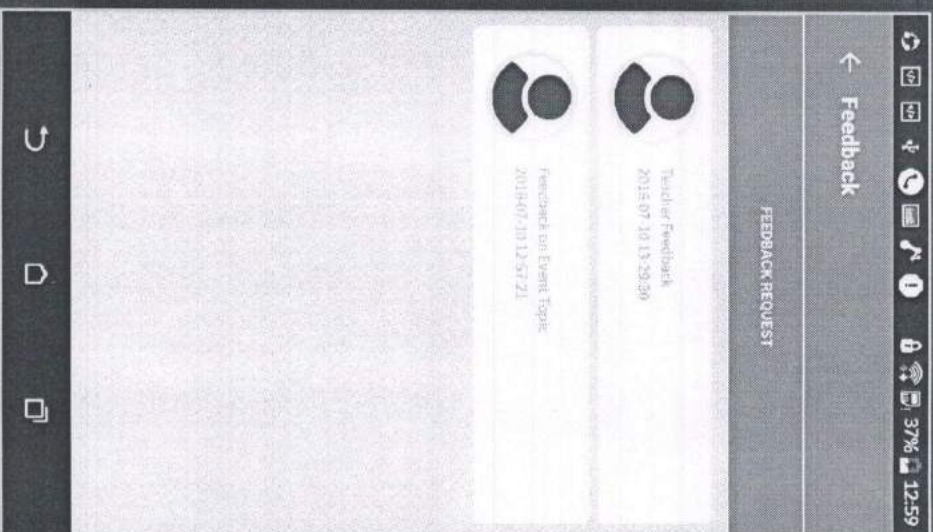
DHE MOBILE APP DASHBOARD

- Dashboard Displays all the icons/modules of the mobile app.
- On click of Feedback icon, user will enter Feedback module as shown in the image below.



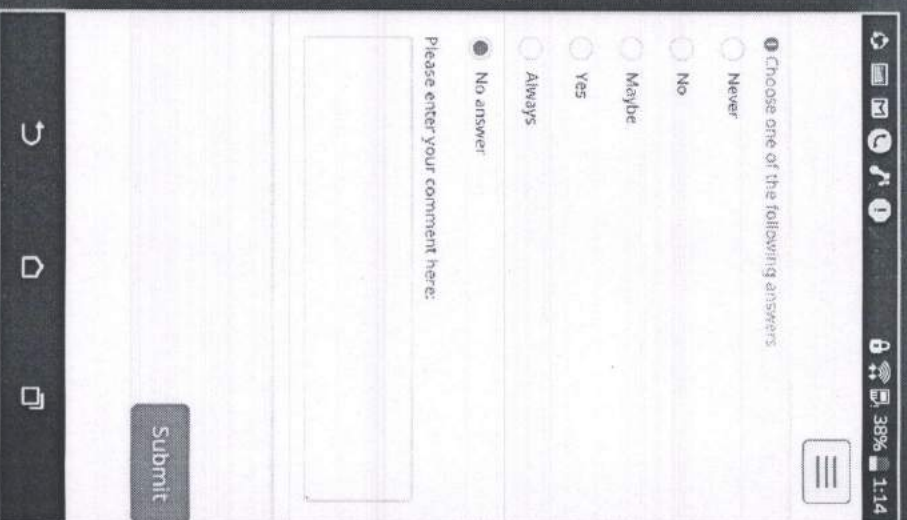
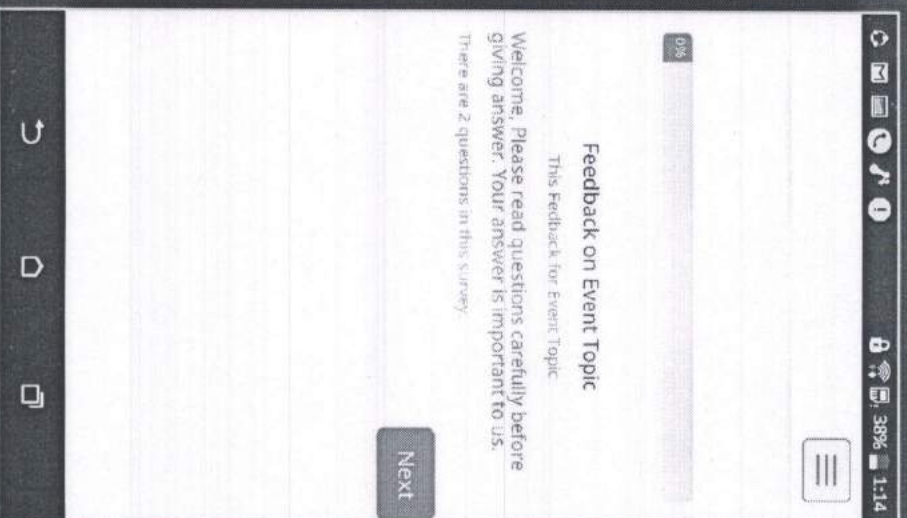
FEEDBACK REQUEST

- Student will view the Feedback Request made by Teacher or on Event Topic as shown in the image.



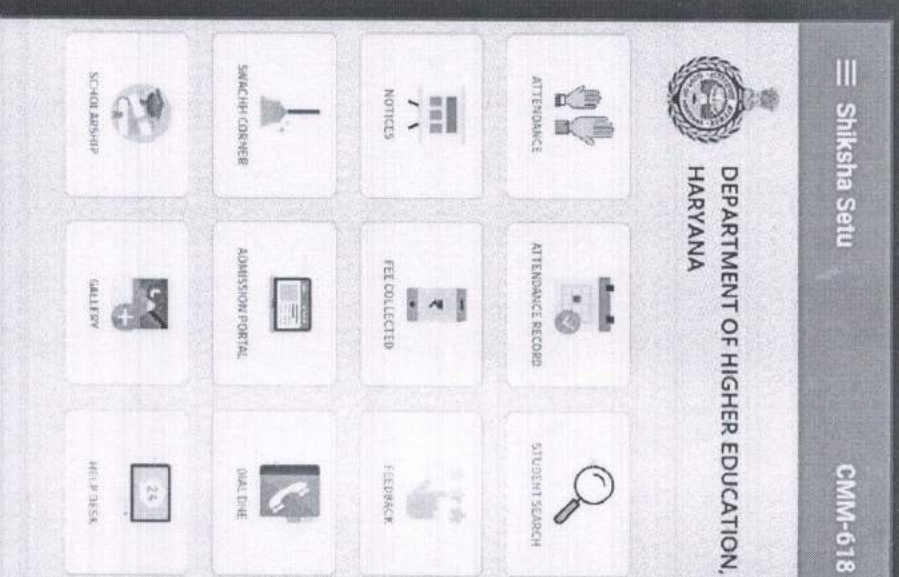
FEEDBACK REQUEST

- Students will give feedback on Event Topics, Teachers.
- On click of Submit tab feedback will be submitted on the requested topic or Event.



DHE MOBILE APP DASHBOARD

- Dashboard Displays all the icons/modules of the mobile app.
- On click of Help Desk icon, user will enter Help Desk module as shown in the image.



ADD

- To add Tickets to Help Desk user will enter Name, Email in the given fields.
- From the dropdown user will select the priority of the issue from Low, Medium, High.

← Help Desk

Department of Higher Education, Haryana (Hel
ll of Higher Education, Haryana > Help Desk > Submit a ticket > Mobile App

Use this form to submit a sup

Name * Sumriti
Email * Sumit123@gmail.com

Priority * Medium ▼

Subject * Pdf files not loading

Message * I was trying to upload pdf files, b
the needful
Thanks

Attachments:

Choose file	Screenshot...114142.png
Choose file	No file chosen
Choose file	No file chosen
Choose file	No file chosen

ADD

- User will enter Subject and Message in the given fields.
- Click on Choose file tab to browse attachments if required.
- User will enter Captcha in the given field as shown in the image and click on Submit tab.

The screenshot shows a web form titled "Help Desk" with a back arrow. It contains the following elements:

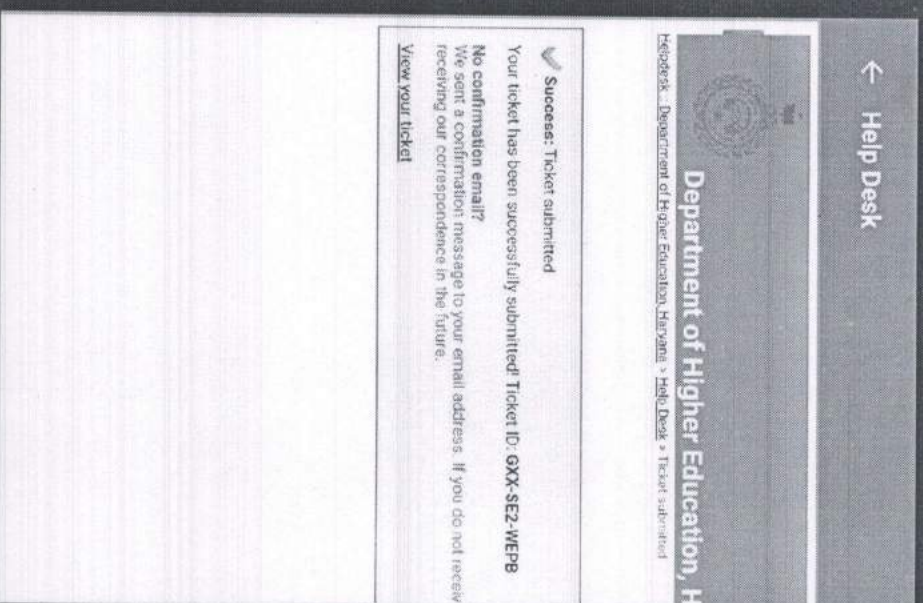
- Subject:** A text input field with the placeholder text "Unable to upload pdf".
- Message:** A text input field with the placeholder text "Ops msg is showing when i try to upload".
- Attachments:** A section with a table of file upload options:

Choose file	Screensho..._114142.png
Choose file	No file chosen
Choose file	No file chosen
Choose file	No file chosen

Below the table is a link: [File upload limits](#)
- Captcha:** A section with the text "CAPTCHA Prevention: * Type the number you see in the picture below." and a black box containing the numbers "3 7 4 9 5" with a refresh icon to the right.
- Submit:** A button labeled "submit ticket" at the bottom right.

Confirmation Message

A confirmation message will be sent to the user as shown in the image.



DHE MOBILE APP DASHBOARD

- Dashboard Displays all the icons/modules of the mobile app.
- On click of Dial DHE icon, user will enter Dial DHE module as shown in the image.



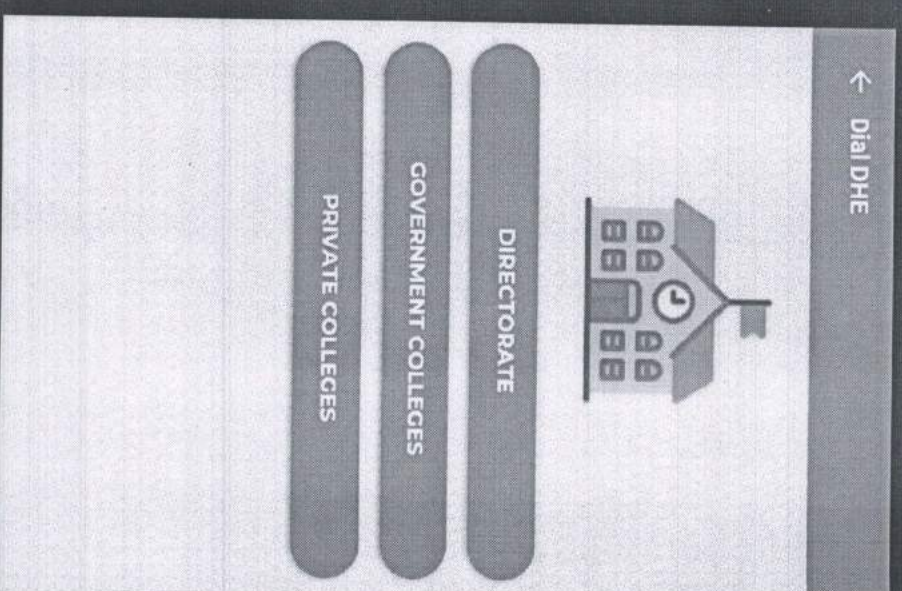
Dial DHE

User will select from given three options:

Directorate: To view details of the administrative level employees.

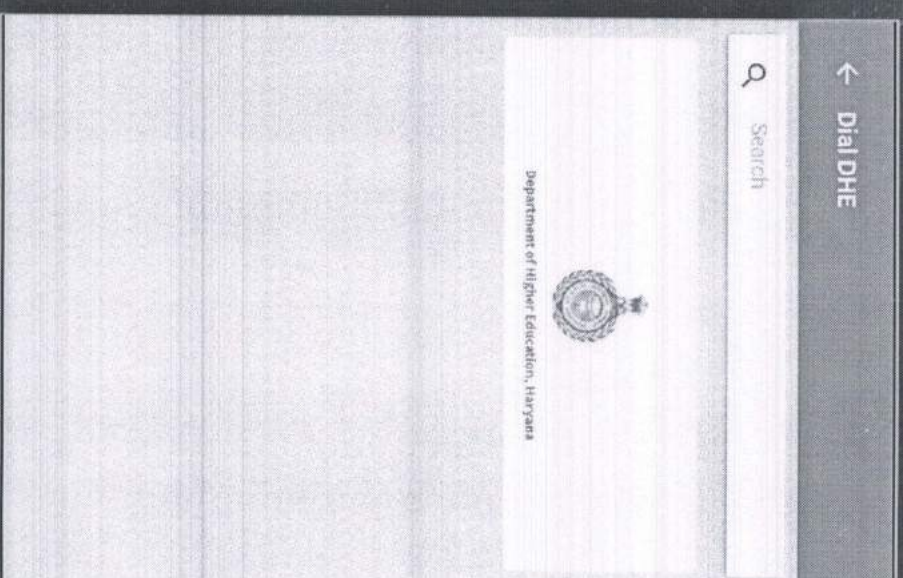
Government Colleges: To view details of the Government college faculty.

Private Colleges: To view details of the Private college faculty.



DIRECTORATE

Directorate: Click on
directorate tab to view
Profile details of the
administrative
employees including
Contact details.



Government Colleges

Government Colleges: On Click of Govt. College tab user will view list of govt colleges where user will select the college and list of Faculty Members of selected college will show. Complete profile of faculty member can be viewed, including contact details.



Private Colleges

Private Colleges: On Click of Pvt. College tab user will view list of Pvt. colleges where user will select the college and list of Faculty Members of selected college will show. Complete profile of faculty member can be viewed, including contact details.



DHE MOBILE APP DASHBOARD:



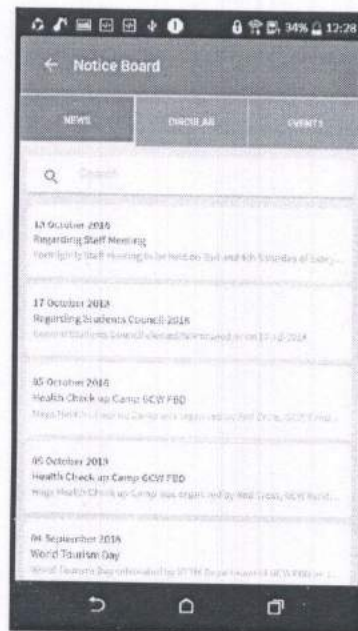
- Dashboard Displays all the icons/modules of the mobile app.
- On click of Attendance icon, user will enter attendance module as shown in the image below:

← June 2018							M DAY
Total	PRESENT		ABSENT		LEAVE		
3	2		1		0		
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
27	28	29	30	31	1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
1	2	3	4	5	6	7	
10:00 - 11:00 PRESENT Punjabi (E)							
11:00 - 12:00 ABSENT Punjabi (E)							

DHE MOBILE APP DASHBOARD



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- **NOTE:** Student can only view News, Circular and Events as shown in the image below:



- Student can only see attendance percentage as shown in the image above.

Subject Attendance Detail					Lecture Attendance Detail		
Subject	Lecture	Present	Absent	Leave	Date	Time	Status
Defence Studies	1	1	0	0	22 Jun 2018	10:00:00	PRESENT
Punjab (E)	1	1	0	0			

- On click of Attendance Icon student can get monthly attendance as shown in the images above.

THANK YOU !