

**USER'S MANUAL**  
**ON**  
**PROJECT MONITORING SYSTEM**  
**1.0**



# **PROJECT MONITORING SYSTEM**

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## 1.0 GENERAL INFORMATION

General information section explains in general terms the system and the purpose for which it is built.

### 1.1 SYSTEM OVERVIEW

Project Monitoring System (PMS) is an application which allows collecting information and data regarding the projects implemented in the institutions which are benefitted under RUSA. The application provides an electronic version of record keeping in the database for each institution and the projects they have undertaken against the allotted fund. Its operational status is under development. PMS operates over the internet.

## 2.0 SYSTEM SUMMARY

System Summary section provides a general overview of the system. The summary outlines the system's hardware and software requirements, configuration and user access levels in case of contingencies.

### 2.1 SYSTEM CONFIGURATION

PMS operates on a desktop/laptop computer/tablet device with an updated web browser. The application needs internet connectivity in order to save the data to database.

### 2.2 USER ACCESS LEVELS

There are primarily two users to the system:

1. College
2. RUSA State Office

Only the registered users can log in and provide inputs.

### 2.3 CONTINGENCIES

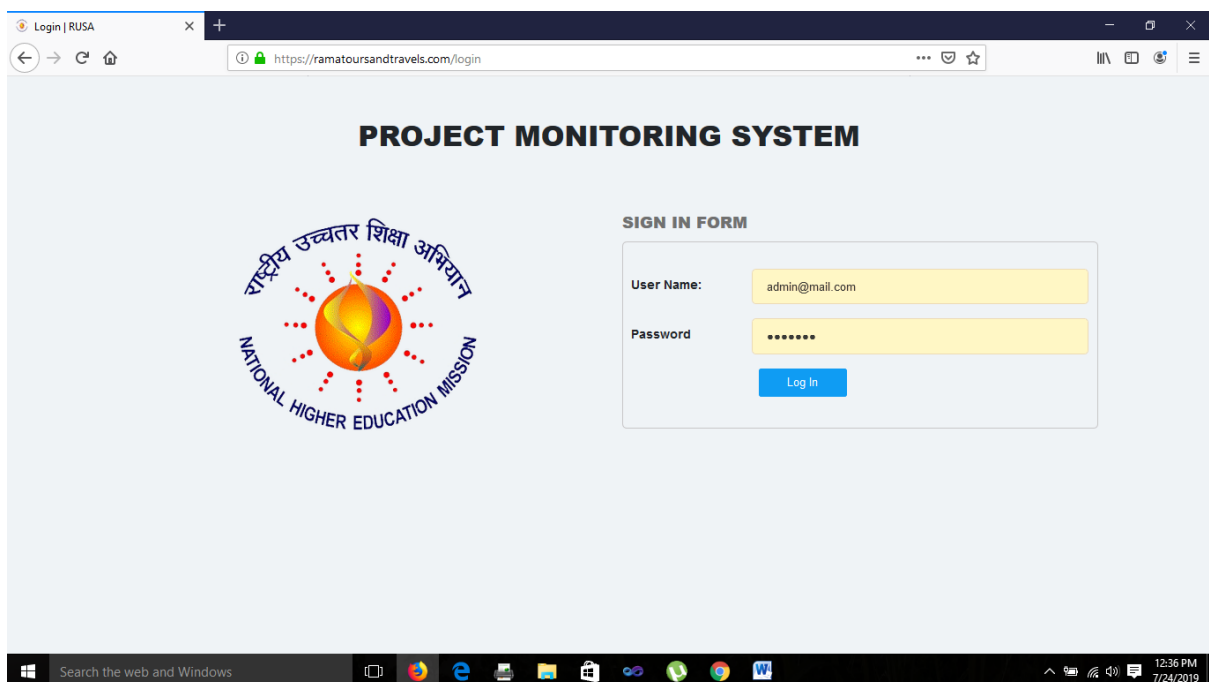
In case there is power outage data are not saved in the database and in case of absence of internet connectivity the data cannot be saved in the database.

### 3.0 GETTING STARTED

This section explains how to get PMS into the system, authentication and system menu.

#### 3.1 AUTHENTICATION

STEP 1:-Go to the URL <https://www.pmsrusaassam.in>



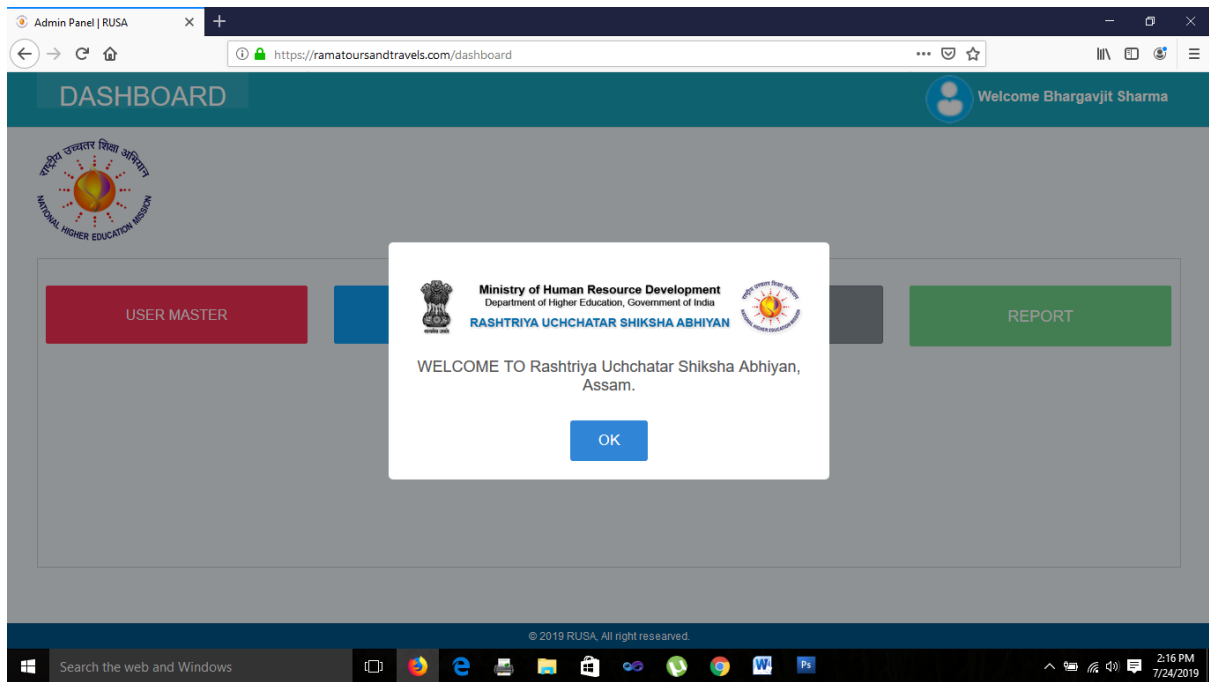
STEP 2:-Enter the username & password.(Login credentials will be provided by RUSA,Assam)

STEP 3:-Click on Log In. You will be redirected to the Dashboard.

#### 3.2 SYSTEM MENU

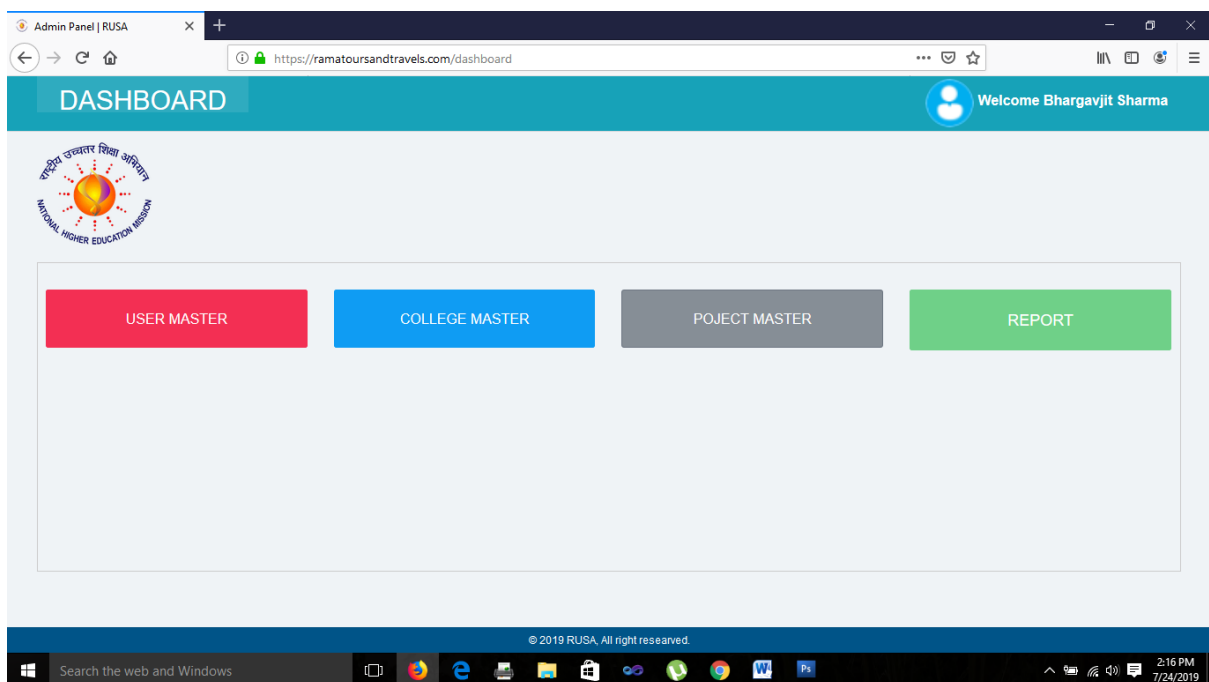
After successful log in to the system, the user will be redirected to the dashboard page. The dashboard page will have 4 modules: User Master, College Master, Project Master and Report.

STEP 1:- Click Ok on the welcome dialogue box.



## STEP 2:-

1. **USER MASTER:** Create User for logging in.
2. **COLLEGE MASTER:** College Master will hold college information.
3. **PROJECT MASTER:** Project Master will hold the details of each project implemented by a college against the RUSA fund.
4. **REPORT:** Report will be generated as per need.



- **To Navigate to the Home Page, click on DASHBOARD. It will redirect you to the above page.**

## 4.0 USING THE SYSTEM

### 4.1 COLLEGE MASTER

**DASHBOARD** Welcome Rashtriya Uchcharat Shiksha Abhiyan

**Add New College**

College Name:  Enter alphanumeric value

Pincode:  Pincode

College Phone No:  Enter only numbers

NAAC Cycle:  Select One

Principal E-Mail:  Enter a valid e-mail

Latitude:  Latitude

Town/Vill:  Town/Vill

Police Station:  Police Station

Website:  Website

NAAC Score Valid Up To:  NAAC Score Valid Up To

Rusa Co-ordinator:  Rusa Co-ordinator

Longitude:  Longitude

Dist:  District

Post Office:  Post Office

NAAC Accreditation Grade:  NAAC Accreditation Grade

Principal:  Principal Name

Co-ordinator Phone:  Co-ordinator Phone

Area in Acre:  Total area of the college in hecter

Type of Dist:  Select One

College E-Mail:  Enter a valid e-mail

NAAC Accreditation Score:  NAAC Accreditation Score

Principal Phone:  Principal Phone

Co-ordinator Email:  Enter a valid e-mail

Revenue Map:  Browse... No file selected

**COLLEGE LIST**

CSV PDF Print Search:

#	College Name	Town/Vill	Dist	Dist Type	Pincode	Police Station	Post Office	College Phone	College Email	Latitude	Longitude	Website	NAAC Grade
1	RADHA GOVINDA BARUAH COLLEGE	Fatasil	Kamrup Metro	Others	781025	Fatasil, Ambari	Fatasil	9438305374	rgbaruahcollege1978@gmail.com	26.1630° N	91.7368° E	rgbaruahcollege.org	B
2	B Barooah College	Ulubari	Kamrup Metro	Others	781007	Paltanbazar	Ulubari	03612525538	principalbcbgghy@gmail.com	26.1789° N	91.7577° E	www.bbarooahcollege.ac.in	A
3	Guwahati College	Bamunimaidam	Kamrup Metro	Others	781021	Noonmati	Bamunimaidam	03612550512	ppalguwahaticollege@gmail.com	96.01° 10' N	91.46° 46' E	www.guwahaticollege.org.in	A
4	Sibsagar College	Sibsagar	Sibsagar	Others	785640	Sibsagar	Sibsagar	03772270578	sibcoll@rediffmail.com	91.7843 E	26.1485 N	www.sibsagarcollege.in	A

Enter the basic data of your college. Complete this step before going into the Project Master page

### 4.2 PROJECT MASTER

The Project Master sheet will encompass all the data regarding the respective projects against each project id of a particular institute. The Sheet is divided into:

1. Add New Project with the fields:
  - a. College: Dropdown list. Select your college
  - b. PAB No: Input in which PAB your college was granted.
  - c. RUSA Phase: RUSA 1.0 or RUSA 2.0
  - d. Component Type: Infrastructure Grants to College/Universities, Upgradation of existing degree colleges to MDC's, Establishment of New MDC's, Equity Initiative, New Professional Colleges
  - e. Sub Component Type 1: New Construction, Renovation, Equipment Purchase
  - f. Sub Component Type 2: New Construction, Renovation, Equipment Purchase
    - Finishing School
    - Language Laboratory
    - Disable friendly equipment, Bus service & ToT etc.

- g. Project Id: Enter the project id format as provided by RUSA against a particular project.
  - h. Project Particulars: Description of the project e.g G+2 Building
  - i. Project Approved Amount: The amount approved for the particular project.
  - j. Physical Value: Particulars of the description of project. Eg Area constructed in sq ft.
  - k. Project A/A No. Enter the Project Administrative Approval No.
  - l. Executing Agency: The agency which has executed the works. In case of purchase it will be self.
2. Fund details of the project : Details of the fund released viz Release Order No,Date,Amount Released etc.
  3. Utilization Details: Details of utilization submitted in instalments.Click on *Add More* to add a new installment.
  4. Project Evidence: Details of works done with photograph uploads. Maximum of 4 different photos at different stages.

**Utilization Details**

Installment 1    No file selected.

**Physical Inspection Details**

Inspection Date  Inspected By  Inspection Report  No file selected. Remarks

**Project Evidence**

Date  Percentage  Remarks   No files selected.

**General Project Details**

Date of preparation/finalization of plan estimate by PMU  MOU Signing Date  MOU File  No file selected.

Soil Testing  Soil Testing File  No file selected. Structural / Architectural Design

Working Estimate Preparation  Working Estimate Preparation File  No file selected. Finalisation of working estimate by PMU

5. General Project Details: All the details of plan estimate, MoU signing, Soil Testing, NIT etc will have to be uploaded for a particular project.

**General Project Details**

Date of preparation/finalization of plan estimate by PMU  MOU Signing Date  MOU File  No file selected.

Soil Testing  Soil Testing File  No file selected. Structural / Architectural Design

Working Estimate Preparation  Working Estimate Preparation File  No file selected. Finalisation of working estimate by PMU

Date of NIT  NIT File  No file selected. Finalisation of Tender

Work Order  Work Order File  No file selected.

**Specific Details**

Date  Report   No file selected.

Colleges can edit/modify the data.

This is the beta version of the software . Any problems may kindly be reported to the System Analyst,RUSA,Assam.

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