



## Goa Board of Secondary & Higher Secondary Education

(A Corporate Statutory Body Constituted by an Act of the State Legislature)

ALTO BETIM – GOA 403 521

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GBSHSE/IT/ONLINE-RECOG/2019/

Date:-22/01/2019

### CIRCULAR NO:

To,  
All the Heads of recognized  
Secondary and Higher Secondary Schools  
Under the jurisdiction of this Board

### **Sub: Online Recognition of Schools Regarding.....**

Sir/Madam,

1. As you are aware that the data for recognition of the schools is being taken manually in prescribed format.
2. It is pleased to inform you that the Board has developed web based application to get this data online. With this initiative the schools will be able to update their information twice during the academic year.
3. The information sought through this web based portal has been tested for sample of institutions. The suggestions/queries during the test report have been attended. Now this application is live on web portal 'gbshse.gov.in' to receive data from all the institutions.
4. Nonetheless, any further queries/suggestions while you feed the data of recognition of your school will be highly appreciated.

Therefore, all the heads of Secondary and Higher Secondary Schools affiliated to this Board are hereby informed to upload the Institution Information as per the instructions given herebelow:




## **Institution Recognition System**

### **Instructions**

Visit the Goa Board Website ( <https://gbsmse.gov.in> ) and login using the credentials provided to you. These are the same credentials used for student marks data entry. After logging in, click on the institution information icon which looks like this:



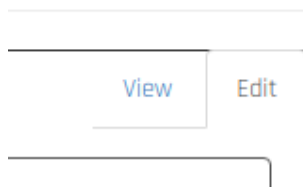
Once, the institution information page loads, you will see sections like these :

Institution Information	
Teacher Information	
Institution Infrastructure	

Click on each section to expand and feed in the appropriate data. At regular intervals, click on the save button located at the bottom of the page to save your data.



You can view the entered information by clicking on the "view" link at the top right of the page.



**Please Note:**

1. Currently no ratings are assigned. Ratings will be assigned after the information is verified by the respective ADI's.
2. There is no limit on the number of photos that can be uploaded. However, each photo has a file size limitation of 1MB. The minimum photo dimensions should be 1000 x 1000 and the maximum are 2000 x 2000.
3. When uploading photos, care should be taken about the foll. points :
  - a. The photo should be taken in such a way so as to showcase the entire facility and not just a part of it.
4. In case of queries, you can contact on the details below ( **Mon - Fri, 10am - 5pm** ):

<b>S.S.C. (South Goa)</b> Phone : 9764026216 Email : sa- gbshse.goa@nic.in	<b>S.S.C. (North Goa)</b> Phone : 9764300445 Email : sa- gbshse.goa@nic.in	<b>H.S.S.C.</b> Phone : 9822167914 Email : <a href="mailto:sa-gbshse.goa@nic.in">sa- gbshse.goa@nic.in</a>
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Therefore, it is enjoined upon all the heads to upload the data of the institution scrupulously as based upon the data analysis and inspection reports, recognition period of 1 year to maximum 7 years shall be granted. Heads of the institutions to thoroughly scrutinize photos uploaded as same will be in the public domain.

Last date to upload the information in all respect is 30<sup>th</sup> January 2019 positively.

Yours faithfully,

(Bhagirath G. Shetye)  
Secretary