



GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION

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

ALTO BETIM, BARDEZ-GOA, 403 521.

Website www.gbshse.gov.in

Phone (0832) 2417593

GBSHSE/I.T./CIRCULAR/2018

25th July, 2018

MOST IMPORTANT

CIRCULAR NO. : 24

To,

The Heads of all recognized
Secondary and Higher Secondary Schools
within the jurisdiction of this Board.

Sub: Regarding online submission of student data of Class X/XII for the Academic year 2018-19.

Sir/Madam

With reference to the above cited subject, it is informed that this Board has prepared web application for submission data of the students who have enrolled for Class X/XII for the academic year 2018-19.

1. The online services for feeding of students data is operational from 25th July, 2018, on www.gbshse.gov.in.
2. Manual to assist online submission of data has been sent on emails registered with this office. It is also uploaded on Board's website www.gbshse.gov.in. (Available only after login)
3. Data entry can be done either by using **single entry form mode** or by using **bulk upload mode**. For more details please refer **data entry manual**.
4. All the institutions are informed to verify their details on the dash board before submitting data. Corrections if any especially e-mail and mobile number of the head of the institution shall be communicated to the I.T. Section of this Board on priority.
5. Therefore, it is enjoined upon all the Head of the Institutions to take up immediate steps to complete the online submission of students personal data by 30th August, 2018.
6. In case of any queries you may contact support team
Mr. Diogo Antao : 9822167914 (only for Higher secondary schools)
Mr. Sanjay Naik : 9764300445 (only for Secondary schools , North Goa)
Mr. Sanjeev Lokare : 9764026216 (only for Secondary schools, South Goa)

The same is to be brought to the notice of all concerned.

Sd/-

(Bhagirath G. Shetye)

Secretary

- Copy to:
1. The Director of Education, Porvorim
 2. Heads of all the sections in this office
 3. Guard file