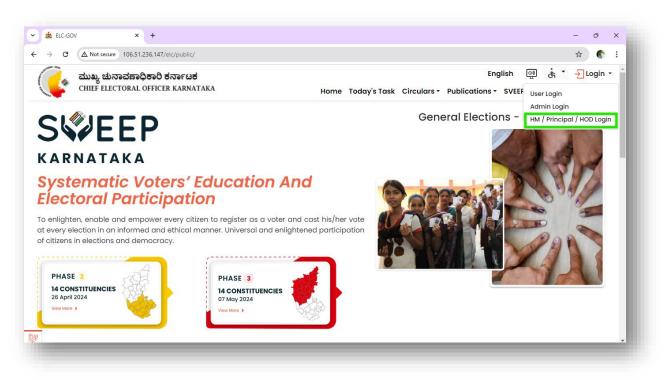
Please contact on this number for any technical support

Dr. Pradeep Kumar K: 94833 86130

Dr. Shyleshchandra Gudihatti K N: 94833 86130

- 1. Enter the this url in any chrome or Firefox browser or click https://www.ceosveep.karnataka.gov.in/
- 2. Click on the Login button(Highlighted) and click on **HM / Principal / HOD Login** under Login as shown below



3. After Clicking on **HM / Principal / HOD Login** Button User will now come to Login screen where user can login with their respective institute code

ಮುಕ್ಕಾ ಮುಕ್ಕಾ ಮುಕ್ಕಾ ಮೆನಾವಹಾಧಿಕಾರಿ ಕರ್ನಾಟಕ CHIEF ELECTORAL OFFICER KARNATAKA HM / Principal / HOD Login Username (DISE / College Code)*

4. Institute Types and their username formats are given below

Institute type	Username	Example
University	aishe_code	U-0**1
Standalone Institute	aishe_code	S-1***1
Colleges	aishe_code	C-1***1
PU Board	college_cdoe	AN1**1
High School	school_ID	290*****904

5. User need to enter their college code ex: AN1001 in username and password in password field and click on Sign in to login as PU College user as shown below

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>	الله على المحطقة المحمد العام الحمد العام الحمد العام الحمد العام الحمد المحمد العام الحمد الحمد المحمد الحمد ال	010212901

- 6. User need to change the password on 1st login as shown below.
 - a. Enter same password (welcome) in current password field.
 - b. Enter new password in New Password field and
 - c. enter same new password once again in Confirm new password field and click Save changes to change the password

		Ø
	ಮುಖ್ಯ ಬೆನಾವಕಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chief electokal officer karnataka Change Password	
	Current Password*	
	٢	
	New Password*	
	٢	
	Please remember to save your new password. It will be required to login next time.	
_	Confirm New Password*	
	Save changes Cancel	

d. After clicking on **save changes** in previous screen user will come on this dashboard screen

ಮುಖ್ಯ ಚುನಾವಕಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chief electoral officer karnat	АКА		MS
Dashboard	Dashboard		
Institution Details			
Student Strengths	School/College/Institute Name MOUNT CARMEL PU COLLEGE		
Le Convenors	MOUNT CARMEL PO COLLEGE		
Ambassadors			
Training Details	Principal Details Mrs. BABITHA SALDANHA	Convenor Details Tarun	Ambassador Details Suresh
Events	9964099991	taruntest@gmail.com 8000000034	sureshtest@gmail.com 800000033
Enrollments			
	Academic year		
	All Academic Years		
8	Admissions and Enrollments		

Institution details

7. To Updating Institution details:

- a. Click on Institution details
- b. Click on EDIT button at right top under Institution details form to edit the details

← → C △ Not secure 106.51.236.143 యుక్క భునావడానిధికారి కనా౯టర chilef electoral officer Karnataka	/elc/public/index.php/institution/institution-details/06a71524-3db3-	11ef-9ab8-0050569dd8cf	× •
Dashboard	Institution Details	_	Edit
Institution Details	Demographic Details		
Convenors	Parliament Constituency	Assembly Constituency	
Co Ambassadors		×	~
Training Details			
Events	Institution Details		
Enrollments			
	Institution Type	Institution Category	
	PU Board		
	Institution Name		
	MOUNT CARMEL PU COLLEGE		
8	Address		

c. Fill the details and click SAVE CHANGES button to save the updated details.

ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ CHIEF ELECTORAL OFFICER KARNATAKA			Ø
Dashboard			
Institution Details			
Student Strengths			
Convenors			
Co Ambassadors	Logo		
Training Details	Drag & Drop your files or Browse		
Events			
Enrollments			
	Institution Head / Principal Details		
	Principal Name"		
	VAISHALI P TORVI		
	Email"	Phone*	
		9945282646	
_	Save changes Cancel		
9			

Student Strength

- 8. Updating Student Strength:
 - a. Click on Student Strengths which is highlighted by box and

b. Click on New Student strength under Student strength screen to add strength details.

Dashboard	Student Strengths	New Student Strength
Institution Details		y ⁰
Student Strengths		Ψ
Convenors	_	
Ambassadors	×	
Training Details	No Student Stren	ngths
Events		
Enrollments		

c. Fill the form with academic year, class and enter admissions number for boys and girls as below and save / click create.

ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chief electoral officer Karnat	АКА			VT
Dashboard	Create Student	Strength		
Institution Details				
Student Strengths	Academic Year*	Cla	ass	
Convenors	Select an option	~ s	Select an option	~
Ambassadors				
Training Details	Admission Details			
Events	Boys*	Girls*	Total*	
Enrollments				
	Create Cancel			

Convenor details

- 9. Adding convenor details:
 - a. Click on **Convenor details**

- b. Click **New Convenor** add details of convenor and click create.
- c. Select Active button before creating for convenor being added to make them display on dashboard.

ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ CHIEF ELECTORAL OFFICER KARNATAKA									GH
Dashboard	Conve	enors						Ne	w Convenor
Institution Details Student Strengths						Qs	Search		
Convenors	Name	Designation	Department	Email	Phone	Active			
Ambassadors	Vijay	Professor	Science	Vijay.k@csgkarnataka.in	9972530532	\oslash	View	🗷 Edit	🗊 Delete
Training Details	xyz	аа	аа	ee@123.com	34343434343	\oslash	• View	🗷 Edit	🗊 Delete
Enrollments	Ajay D	Convenor	С	ajay@gmail.com	800000001	\odot	• View	🗷 Edit	🗓 Delete
	Showing	1 to 3 of 3 results		Per page 10	~				

		VT
Create Convenor		
Convener Details		
Name*		
Name		
Email"	Phone*	
Designation	Department	
Active		
Create		
	Convener Details Name* Email* Designation Active	Convener Details Name"

Ambassador details

- 10. Update or add Ambassador details:
 - a. Click on Ambassador details from left side menu bar

- b. Click on New ambassador to open ambassador form
- c. Fill the form with details and click on create to save, enable active toggle before saving to make added ambassador visible on dashboard.

ಮುಖ್ಯ ಚುನಾವಕಾಧಿಕಾರಿ ಕರ್ನಾಟಕ Chief Electoral Officer Karna				
Dashboard	Ambassadors		New	v Ambassador
Institution Details				
Student Strengths			Q Search	
Convenors				
g Ambassadors		×		
Training Details	-	No Ambassadors		
Events		Create a Ambassador to get started.		
Enrollments		New Ambassador		

🗸 🛷 Create Ambassador - Laravel 🗙 🕂			-	ð	×
← → C ▲ Not secure 106.51.236.147/e	lc/public/index.php/institution/institution-ambassadors/create		9 \$	• 6	• •
ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ Chief Electoral Officer Karnataka					v
Dashboard	Create Ambassador				
Institution Details					
Student Strengths	Ambassador Details				
Convenors	Name"				
& Ambassadors					
Training Details	Email*	Phone*			
Events					
Le Enrollments					
	Designation	Department			
	Active				
	Create Cancel				
The last	\prec				

Training Details

- 11. To add or update Training Details:
 - a. Select Training details from left side menu bar

- b. Click Add Training to open a form where user can add details of trainer and training and can save the form.
- c. Fill the form with details and upload media (if needed) and save the form.

ಮುಖ್ಯ ಚುನಾವೆಣಾಧಿಕಾರಿ ಕೆರ್ನಾಟಕ CHIEF ELECTORAL OFFICER KARNATAKA							
Dashboard	Trainir	ng Details					Add Trainin
nstitution Details Student Strengths					Q s	earch	•
Convenors	SI. No.	Trainer Name	Name	Date	Venue	Participants	
mbassadors raining Details	1	sanjay nagaraj sanjay6039@gmail.com 9036755717	Training on Democracy	10 Jun 2024	UAT	99	• View Z Edit
vents	Showing 1	1 result	Per page 10	~			
nrollments							
	_			_		_	_
	elc/public/index.pt	hp/institution/institution-trainings/create		_		_	×
ී 🛆 Not secure 106.51.236.147/ ක්ෂුදු ස්ගතන්තම්පමට ප්රතවයප් CHIEF ELECTORAL OFFICER KARNATAKA	elc/public/index.pt	hp/institution/institution-trainings/create					×
ಮುಖ್ಯ ಚುನಾವಕಾಧಿಕಾರಿ ಕರ್ನಾಟಕ CHIEF ELECTORAL OFFICER KARNATAKA		hp/institution/institution-trainings/create					
ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chief electoral officer karnataka Dashboard	Create	e Training Details					
ಮುಖ್ಯ ಚುನಾವಡಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chilef electoral officer KARNATAKA Pashboard nstitution Details		e Training Details					
ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ	Create	e Training Details	Numb	er of Additional	Trainers		

Date*

dd-mm-yyyy

<u>Events</u>

Lerrollments

Name

Venue*

12. Add or Update Events:

- a. Select Events from left side menu bar
- b. Click Add Events to open form

 •	/elc/public/index.php/institution/institution-calendar-of-events	± ♦ €
Dashboard Institution Details	Events	Add Calendar Event
Student Strengths		▼ 0
Convenors	×	< · · · · · · · · · · · · · · · · · · ·
 Training Details Events 	No Ev	rents
Enrollments	`	

🖌 🛷 Create Event - Laravel	× +		- 0 ×
\leftrightarrow \rightarrow \mathcal{C} (\triangle Not secure 10	6.51.236.147/elc/public/index.php/institution/institution-cal	endar-of-events/create	९ 🕁 🎼 :
ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಕರ್ನಾಟಕ chief electoral officer karnataka			Ø
Dashboard	Create Event		
Institution Details	Events		
Convenors	Academic Year*	Class*	
Ambassadors	Select an option	 ✓ Select an option 	~
Training Details	Event	Date*	
Events		✓ dd-mm-yyyy	•
Enroliments	Description*	Prov	ride a brief description of the event
	B I U S & Heading Subhead	ling 66 > :≡ ≟≡ 🖪 "⊃ C"	

Dashboard Institution Details	Details			
Student Strengths	Boy Participants*	Girl Participants*	Total Participants*	
Convenors				
Co Ambassadors				
Training Details	Media			
Events	Photos (.jpeg /.png /.pdf) - Max. File si:	ize allowed: 10MB.	Videos (.mp4 / .avi) - Max. File size allowed: 15MB.	
Enrollments	Drag & Drop	o your files or Browse	Drag & Drop your files or Browse	
	Allowed file types: .jpg, .jpeg, .png		Allowed file types: .mp4, .avi	
	Activity Report (.pdf) - Max. File size a	illowed: 10MB.		
	Drag & Drop	o your files or Browse		
	Allowed file types: .pdf			
5 	Create			

c. Enter details of event and click create to save the events details.

Enrolments

- 13. Enrolments:
 - a. Select Enrolments from left side menu bar
 - b. Click on Update enrolments for added Student Strengths for that academic year
 - c. User have to **add Student Strengths** before adding **enrolments**, then only user will be allowed to add enrolments.

☐ Dashboard Er ☐ Institution Details	nrollments				
a Institution Details					
					•
Student Strengths	SI.No. Academic Year	Class	Admissions	Enrollments	,
Convenors	1 2023-2024	Year 1, 3, 5, 7 (Odd Semester)	246 Boys: 123 Girls: 123	0 Boys: 0 Girls: 0	C Update Enrollments
Training Details	Showing 1 result	Per page	10 🗸	L	
Enrollments					

d. Enter enrolment details and click save Enrolment details to save the form.

Academic Year		Class	
2023-2024	۷.	Year 1, 3, 5, 7 (Odd Semester)	~
Admission Details			
Boys	Girls	Total	
123	123	246	
Enrollment Details			
Boys'	Girls	Total	
0	0	0	
Remarks			
Supporting Document (.xisx /.pdf) - M	ax. File size allowed: 10MB.		h
	Drag & Drop your fi	les or Browse	
Save Enrollment Details Cancel			

Please contact on this number for any technical support

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