

NOTES FOR STUDENT  
SURVEY MEETING (ISES-  
INTEGRATED SOCIO-  
ECONOMIC SURVEY)

## **PROCEDURE FOR DATA ENTRY:**

### **Most important note:**

If you are using Windows-XP system , Service Pack 3 should be available ,otherwise ISES website will not be accessabel.

To know this righ click with mouse on your “My computer” icon and click on properties and see the Service pack number. To download service pack 3, see on DEO website(mentioned in the last page) and click on the Link: “windows xp service pack 3” download the file and install it on your computer. If you are using Windows-7 you need not worry. Only use INTERNET EXPLORER 7 OR ABOVE VERSION BROWSER.

Do not use other browsers like Firefox or Chrome.

WEBSITE for student survey online: <https://ises.ap.gov.in>

1. First add institution/college/school name with login and passwords given in “data-0901 to data-0946 “ logins and passwords with their respective mandal.

For Ex: institutions/schools/colleges located in Tada mandal they can use Login “data-0946” and password “Meo@1234” and get into the website and click on View Master-> Add institution and enter the details of the institution .Screenshot is given below:



The screenshot shows a web browser window displaying the 'Integrated Socio-Economic Survey' website for the Government of Andhra Pradesh. The page is titled 'Add Institution' and shows the following details:

- District : Nellore
- Operator : Tada
- User : Meo-Tada
- Date : 27/04/2013 17:42:40

The main navigation menu includes: Application Entry, Add Masters, View Masters, Help, and Logout. The 'Add Institution' form contains the following fields and options:

- Village  Municipality
- Village \* (text input)
- Ward (text input)
- Institution Type:  School  College  Others
- Buttons: Show Institutions, Save
- Section: Add New Institution
- Institution Name \* (text input)
- Location (text input)

2. Student details entry: click on “Application Entry -> Add New” as shown below and enter student details. Star Marked fields(with

red color) and compulsory to enter, other fields are optional . Entry of Mobile number either of student/their parent/headmaster of the institution will help getting student ID through SMS .

The screenshot displays the 'Integrated Socio-Economic Survey Government of Andhra Pradesh' web application. The page title is 'New Application Entry'. The user is logged in as 'Meo-Tada' on '27/04/2013 17:45:28'. The district is set to 'Nellore' and the operator is 'Tada'. The form includes a 'Data Collection Proforma' section with a 'Village Name' field (with a note: 'Please enter minimum 2 Characters and select from list'), a 'Municipality' dropdown, 'Ward No.', and 'School/College Name' dropdown. Below this are fields for 'Surname', 'Applicant Name', 'Gender' (Male/Female), and 'Father/Mother Name'.

Select Village for rural areas , Municipality for urban institutions

For Mandals and Villages “please enter **First Two characters ONLY** of the name , automatically names will be displayed. Please do not type complete name of mandal or village. Just type only **First two characters ONLY**. For example to get Tada mandal name type only first two characters ie. Ta. Then system will get name with these letters and then you can select your mandal/village name from the dropdown list.

Date of bith should be DD/MM/YYYY ex: 01/07/2000

For Column 10 & 14 for Door number , enter atleast locality name if door number is not available , so that VRO can easily enquire at that address.

Select Caste category from the drop down list

Enter **First two characters** of Caste , so that cast list will be displayed and you can select particular caste.

Unless you add institutions with ISES login and passwords first, in the data entry you will not get that institution name

At the end click on “SAVE” button . Now you will get 14 digit Student ID. Please note this and write on your list , so that the same can be communicated to student /his parent/headmaster which is useful to apply for certificate in Mee Seva centre.

Click on “Logout” after the completion of entry.

For any help please call:

**Note:** Any Headmaster/Principal wants system and Internet in NIC Computer cell, Collectorate may contact over phone and reserve the system for data entry. Data entry to be done by their own operator only. NIC will not provide any operator. Preparation of data in excel sheet(22 column format ) is not necessary if they are entering data in their own institution. They can directly enter data online.

NIC Computer Cell, Collectorate

Phone: **0861-2348523**

Contact : Sriram/Khardar/Pradep(Mee Seva Handholding Persons)

Tell “Student Survey Only Help”

Help material download from : [www.deonellore.50webs.com](http://www.deonellore.50webs.com) OR

<http://nellore.ap.nic.in>

under link name: “STUDENT SURVEY ONLINE HELP(ISES)”

windows xp sp3: “WINDOWS XP SERVICE PACK-3”

**NOTE:**

- 1. 22 column format enclosed is to be used for preparation of student data every year while admissions are done so that complete information can be recorded for Online entry.**
- 2. Before doing data entry please ensure that all “\*” marked columns in the 22 column format are available with you. The same columns are marked as “\*” in the Online website also.**

**INTEGRATED SOCIO- ECONOMIC SURVEY(ISES)**

## MEE SEVA FOR STUDENTS:

Caste /Residence /Income Certificates certificates for students will be issued only through Mee Seva centres . Manual issue of certificates by Tahsildars were already stopped by Government.

1. ALL EDUCATIONAL INSTITUTES INCLUDING GOVT. /PRIVATE HAVE TO ENTER STUDENT DATA ONLINE, SO THAT THEY WILL BE DIGITALLY SIGNED BY TAHSILDARS AFTER DOWNLOADING AND DUE FIELD VERIFICATION BY Village Revenue Officers.
2. DATA COLLECTION FORMAT IS GIVEN WHICH IS 22 COLUMNS FORMAT AND "\*" MARKED FIELDS ARE COMPLUSLORY.
3. EACH MEO HAS TO COLLECT DATA FROM ALL THE INSTITUTES(Vth TO 10 th CLASS) LOCATED IN HIS MANDAL AND GET THE DATA ENTERED BY MIS CO-ORDINATORS. IF THE INSTITUE IS ENTERING DATA BY THEIR OWN OPERATOR , PLEASE INTIMATE STATUS OF ENTRY TO YOUR MEO AFTER COMPLETION OF ENTRY.
4. RVM CO-ORDINATORS FROM 46 MEO OFFICES AND NIIT CO-ORDINATORS UNDER DEO WERE GIVEN TRAINING BY DIO, NIC FOR DATA ENTRY . WEBSITE LOGIN AND PASSWORDS WERE ALREADY GIVEN TO THEM. WEBSITE IS <https://ises.ap.gov.in>.
5. TRAINING ALSO GIVEN TO TRIBAL WELFARE, APRS – VENKATAGIRI, POLYTECHNIC COLLEGE, KOVUR.
6. STUDENT DATA FROM V TH CLASS TO DEGREE/PG/DIPLOMA/M.PHIL/B.PHARMACY/B.TECH CAN BE ENTERED ONLINE.
7. FOR INTERMEDIATE STUDENTS, RIO , INTER BOARD IS RESPONSIBLE TO GET THE DATA ENTERED BY PRIVATE COLLEGES & DISTRICT VOCATIONAL EDUCATION OFFICER IS RESPONSIBLE FOR GOVT. JUNIOR COLLEGES IN THE ENTIRE DISTRICT.

8. FOR DEGREE STUDENTS , PRINCIPAL , DKW COLLEGE IS RESPONSIBLE AS SHE IS CONVENER FOR DEGREE COLLEGES. ALL PRIVATE AND GOVERNMENT COLLEGES SHOULD BE COVERED IN THE ENTIRE DISTRICT.

9. APRJC/APREIS –VENKATAGIRI/CHILLAKUR HAVE ALSO TO ENTER DATA.

10.IMMEDIATELY AFTER ENTRY EACH STUDENT WILL GET ONE ID , WHICH SHOULD BE COMMUNICATED TO STUDENT/PARENT FOR GETTING CERTIFICATE IN MEE SEVA CENTRE .

11. IF MOBILE NUMBERS OF STUDENT/HIS PARENT ARE REGISTERED , STUDENT WILL DIRECTLY GET SMS WITH ID , WHICH IS HELPFULL WHILE APPLYING FOR CERTIFICATE IN MEE SEVA CENTRE.

12. IN VIEW OF THE RE-OPENING OF ALL EDUCATIONAL INSTITUTES AFTER VACATIONS, DATA HAS TO BE ENTERED ON IMMEDIATE BASIS, SO THAT STUDENTS CAN OBTAIN CERTIFICATES BEFORE THE OPENING OF INSTITUTES SO THAT THEY CAN APPLY FOR ADMISSIONS/SCHOLARSHIPS.

**PARTICIPANTS:**

1. DEO & ALL MEOs

2. TRIBAL WELFARE DEPT

3. POLYTECHNIC

4. ITI

5. APRJC/ APRS

6. VIKRAMA SIMHAPURI UNIVERSITY

7. PRINCIPAL , DKW COLLEGE-CONVENOR,DEGREE COLLEGES

8. INTER BOARD ,RIO

9. MINORITIES,ED

10.Social Welfare (Hostels)

11. B.C. Welfare (Hostels)

## 12 District Vocational Education Officer(DVEO)

### RESPONSIBILITIES FIXED BY JOINT COLLECTOR IN THE REVIEW MEETING HELD ON 17/04/13 AT COLLECTORATE

SL NO	INSTITUTION	DATA PREPARATION BY	DATA ENTRY BY	MONITORING BY
1	SCHOOLS(vth TO 10th)	HEAD MASTERS	SCHOOL/NITT CO-ORDINATORS /MIS CO-ORDINATORS	MEO
2	JR.COLLEGES(PRIVATE)	PRINCIPALS	JR.COLLEGES	RIO
3	JR. COLLEGES(GOVT.)	PRINCIPALS	JR. COLLEGES	DVEO
4	DEGREE COLLEGES(PRIVATE & GOVERNMENT)	PRINCIPAL	COLLEGES	PRINCIPAL,DKW COLLEGE, CONVENOR FOR DEGREE COLLEGES
5	PG & DEGREE(PRIVATE COLLEGES )	VSU/PRIVATE COLLEGE	VSU/PRIVATE COLLEGE	REGISTRAR, VSU
6	POLYTECHNIC	PRINCIPAL ,POLYTECHNIC	POLYTECHNIC	PRINCIPAL
7	ITI	PRINCIPAL ,ITI	ITI STAFF	PRINCIPAL
8	TRIBAL WELFARE	DTWO	DTW STAFF	DTWO
9	APRJC/APRES	PRINCIPALS/CONVENOR	APRJC/APRS STAFF	PRINCIPALS/CONVENORS
10	SOCIAL WELFARE(HOSTELS)	DD	MIS CO-ORDINATORS	DD TO MONITOR WITH MEOs
11	BC WELFARE(HOSTELS)	ED	MIS CO-ORDINATORS	ED TO MONITOR WITH MEOs
12	MINORITIES	ED	MINORITIES STAFF	ED

STUDENT SURVEY		
Website : <a href="https://ises.ap.gov.in">https://ises.ap.gov.in</a>		
FOR DATA ENTRY PURPOSE LOGIN AND PASSWODS		
MPDO Logins		
Mandal Name	LOGIN	Password
Seetharamapuram	data-0901	Meo@1234
Varikuntapadu	data-0902	Meo@1234
Kondapuram	data-0903	Meo@1234
Jaladanki	data-0904	Meo@1234
Kavali	data-0905	Meo@1234
Bogole	data-0906	Meo@1234
Kaligiri	data-0907	Meo@1234
Vinjamur	data-0908	Meo@1234
Duttalur	data-0909	Meo@1234
Udayagiri	data-0910	Meo@1234
Marripadu	data-0911	Meo@1234
Atmakur	data-0912	Meo@1234
Anumasamudrampeta	data-0913	Meo@1234
Dagadarthi	data-0914	Meo@1234
Allur	data-0915	Meo@1234
Vidavalur	data-0916	Meo@1234
Kodavalur	data-0917	Meo@1234
Butchireddipalem	data-0918	Meo@1234
Sangam	data-0919	Meo@1234
Chejerla	data-0920	Meo@1234
Ananthasagaram	data-0921	Meo@1234
Kaluvoya	data-0922	Meo@1234
Rapur	data-0923	Meo@1234
Podlakur	data-0924	Meo@1234
Nellore	data-0925	Meo@1234
Kovur	data-0926	Meo@1234
Indukurpet	data-0927	Meo@1234
Thotapalligudur	data-0928	Meo@1234
Muthukur	data-0929	Meo@1234
Venkatachalam	data-0930	Meo@1234
Manubolu	data-0931	Meo@1234
Gudur	data-0932	Meo@1234
Sydapuram	data-0933	Meo@1234
Dakkili	data-0934	Meo@1234
Venkatagiri	data-0935	Meo@1234
Balayapalle	data-0936	Meo@1234
Ojili	data-0937	Meo@1234
Chillakur	data-0938	Meo@1234
Kota	data-0939	Meo@1234
Vakadu	data-0940	Meo@1234
Chittamuru	data-0941	Meo@1234
Naidupeta	data-0942	Meo@1234
Pellakur	data-0943	Meo@1234
Doravarisatram	data-0944	Meo@1234
Sullurpeta	data-0945	Meo@1234
Tada	data-0946	Meo@1234
<a href="http://nellore.ap.nic.in">http://nellore.ap.nic.in</a> OR <a href="http://www.deonellore.50webs.com">www.deonellore.50webs.com</a> WINDOS XP SERVICE PACK 3 REQUIRED-PLEASE DOWNLOAD FROM <a href="http://www.deonellore.50webs.com">www.deonellore.50webs.com</a>		

**DATA COLLECTION PROFORMA FOR STUDENT SURVEY(ISES)-INTEGRATED STUDENT ECONOMIC SURVEY- MEE SEVA**

District :SPSR NELLORE		School / College Name :																						
Sr No	Applicant Surname	Applicant Name	Mandal / Municipality:			Village / Ward No :				School / College Name :														
			Gen der (M/ F)	Father's/ Mother's Name	Class studying ( SSC/ XI/ XII/ Degree/ PG/ Others)	Date of Birth (DD/MM/ YYYY)	Permanent (Native) District	Permanent (Native) Mandal / Municipality	Permanent (Native) Village / Ward	Permanent (Native) Address Door /House No (Habitatation if any)	Present (Residential) District	Present (Residential) Mandal / Municipality	Present (Residential) Village / Ward	Present (Residential) Address Door /House No (Habitatation if any)	Residing since (in Years & Months)	Land Line	Mobile	Caste Category	Caste	Annual Income (from All sources)	Ration Card No	Adhar card no		
	* (1)	* (2)	* (3)	* (4)	* (5)	* (6)	* (7)	* (8)	* (9)	* (10)	* (11)	* (12)	* (13)	* (14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)		
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\* Compulsary fields