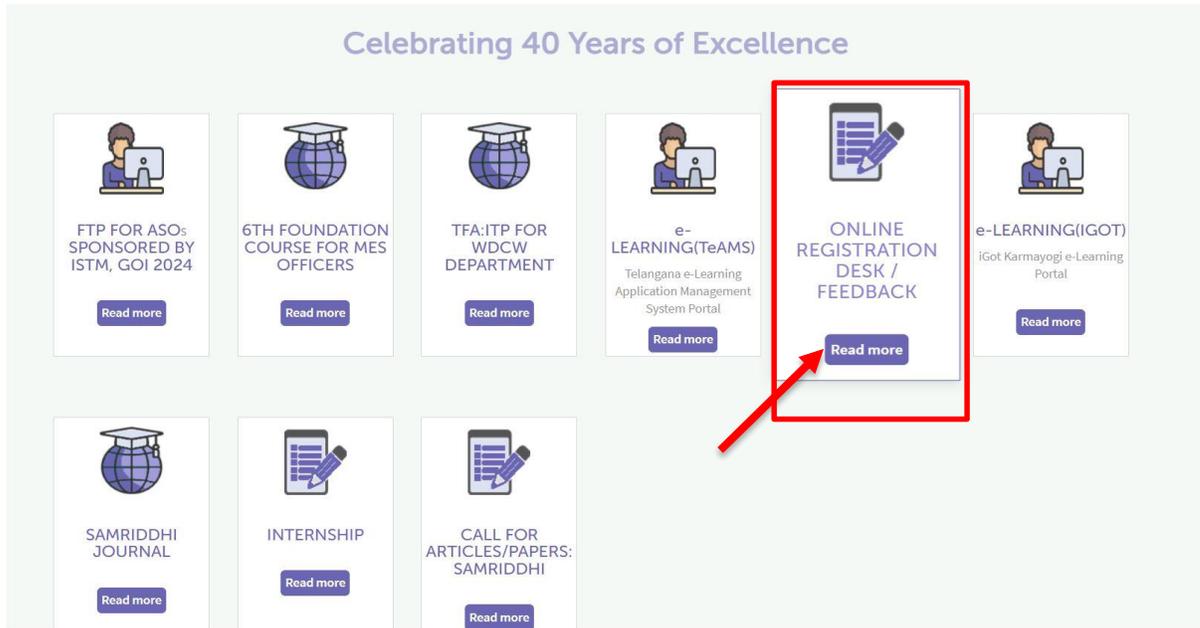




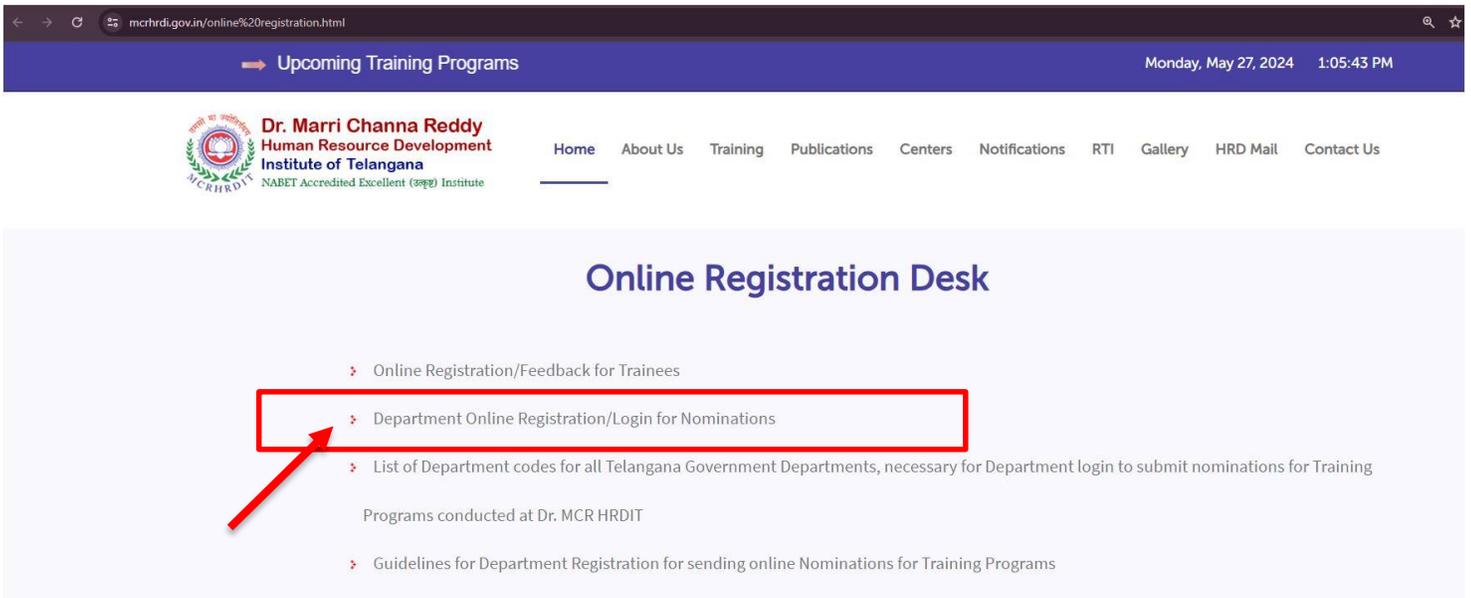
User manual for Nomination Module

1. Visit the Dr. MCR HRDIT website at <https://www.mcrhrdi.gov.in/>

- Click on the " ONLINE REGISTRATION DESK/FEEDBACK " tab located on the homepage.



- Click on the " DEPARTMENT ONLINE REGISTRATION/LOGIN FOR NOMINATIONS " link.



2. Department Registration

- The login page for the department is provided below. Registered departments can log in with their email or mobile number.
- New departments can register using the department code by following the link provided in the 'New Registration' section.



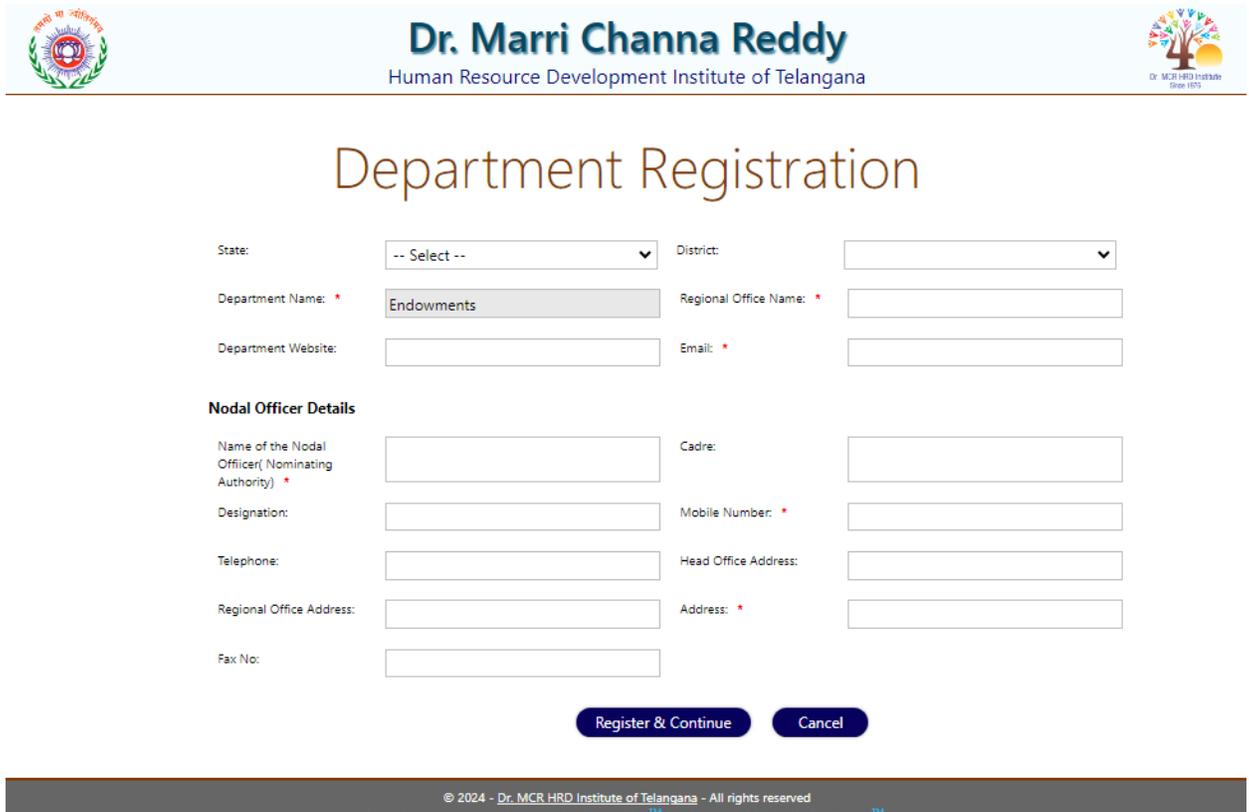
- You will find the Department codes available on the Dr.MCR HRDIT website scrolling and also on the online registration desk page . Enter the Department code and proceed to follow the on-screen instructions to complete the registration process for your department."



Department Registration



- Departments can complete the department registration process by entering the details required below and clicking the Register & Continue button.




Dr. Marri Channa Reddy
Human Resource Development Institute of Telangana


Department Registration

State: District:

Department Name: * Regional Office Name: *

Department Website: Email: *

Nodal Officer Details

Name of the Nodal Officer(Nominating Authority) * Cadre:

Designation: Mobile Number: *

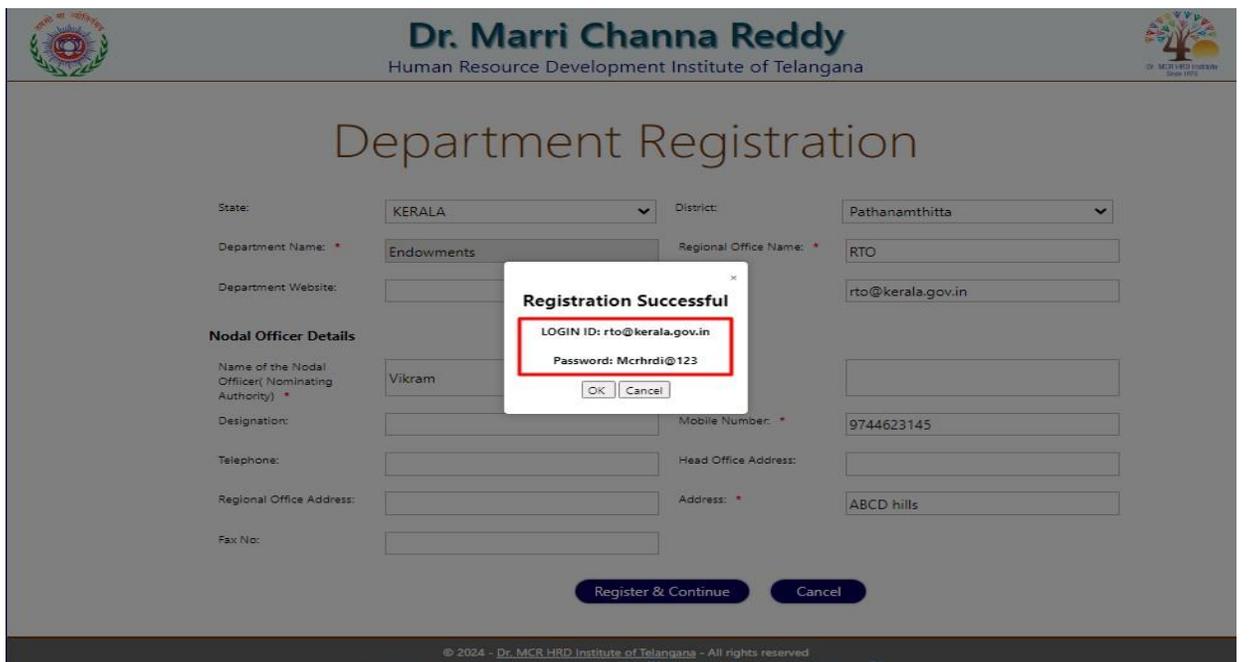
Telephone: Head Office Address:

Regional Office Address: Address: *

Fax No:

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- After successfully registering, a pop-up will appear with your Login ID and password.




Dr. Marri Channa Reddy
Human Resource Development Institute of Telangana


Department Registration

State: District:

Department Name: * Regional Office Name: *

Department Website: Email: *

Nodal Officer Details

Name of the Nodal Officer(Nominating Authority) *

Designation: Mobile Number: *

Telephone: Head Office Address:

Regional Office Address: Address: *

Fax No:

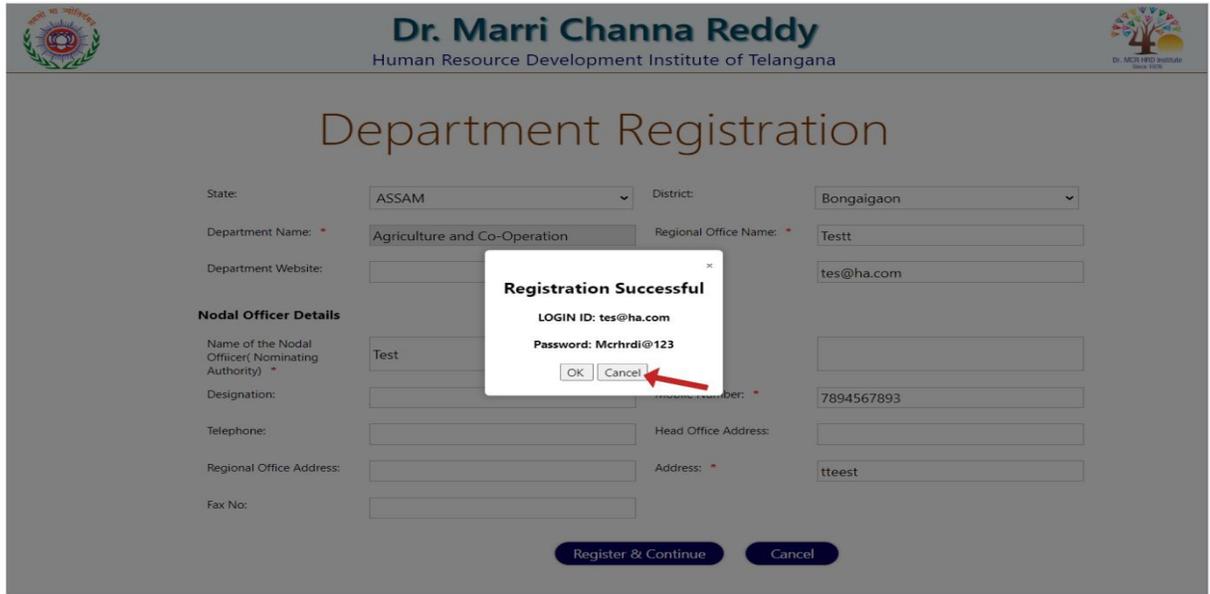
Registration Successful

LOGIN ID: rto@kerala.gov.in

Password: Mcrhrdi@123

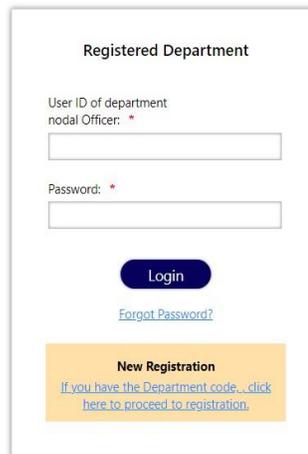
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- If you click 'Cancel' you will be redirected back to the Department login page.



The screenshot shows the 'Department Registration' page for Dr. Marri Channa Reddy Human Resource Development Institute of Telangana. The page includes a header with the institute's logo and name. The main content area contains a registration form with fields for State (ASSAM), District (Bongaigaon), Department Name (Agriculture and Co-Operation), Regional Office Name (Testt), Department Website (tes@ha.com), and Nodal Officer Details (Name: Test, Designation: Test, Telephone: 7894567893, Address: tteest). A modal window titled 'Registration Successful' is displayed in the center, showing the LOGIN ID: tes@ha.com and Password: Mchrhd@123. The modal has 'OK' and 'Cancel' buttons, with a red arrow pointing to the 'Cancel' button. At the bottom of the form, there are 'Register & Continue' and 'Cancel' buttons.

- When you click the "OK" button, you will be redirected to the Dashboard, where all of the Ongoing and Upcoming programs are listed.



The screenshot shows the 'Registered Department' login page. It has a white background with a light blue border. The title 'Registered Department' is at the top. Below it, there are two input fields: 'User ID of department nodal Officer: *' and 'Password: *'. A blue 'Login' button is positioned below the password field. A link for 'Forgot Password?' is located below the login button. At the bottom, there is a yellow box with the text 'New Registration' and a link: 'If you have the Department code... click here to proceed to registration.'



Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)!

PROGRAM DATA

Search:

Course Name	Course Coordinator Name	ProgramCode	StartDate	EndDate	Enroll Now	View Nominations
A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)	Dr. Madhavi Ravulapati & Dr. K. Suresh Kumar	LP02S24	4/4/2024	5/16/2024	Enroll Now	View Nominations
Foundation Training Program for ASO's (DR) of CSS -CGLE 2023	Dr. K. Usha Rani	ASO/SP/24	4/8/2024	6/7/2024	Enroll Now	View Nominations
INTERNAL COMBUSTION PRINCIPLES	I.L. Narasimha Rao	IC123HYD	5/15/2024	5/28/2024	Enroll Now	View Nominations
Test for Learning	Dr.Rama Krishna Executive Officer Aarogyasree	IASTEST	5/4/2024	5/31/2024	Enroll Now	View Nominations

Showing 1 to 4 of 4 entries

« ‹ 1 › »



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D
Hum:



Course Name
A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)
Data Sec
Foundation Course for Junior Assistants (Batch-I)
Foundation Course for Junior Assistants (Batch-I) (LP01G24)
Foundation Training Program for ASO's (DR) of CSS -CGLE 2023
INTERNAL COMBUSTION PRINCIPLES



Code	Name
LP02S24	A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)
123	Data Sec
LP01G24	Foundation Course for Junior Assistants (Batch-I)
LP01G24	Foundation Course for Junior Assistants (Batch-I) (LP01G24)
ASO/SP/24	Foundation Training Program for ASO's (DR) of CSS -CGLE 2023
IC123HYD	INTERNAL COMBUSTION PRINCIPLES
123	Test for abcc

Showing 1 to 7 of 7 entries

- To continue nominating the candidate, click the "Enroll now" option. The "Enroll now" option can only be used if the respected program is an upcoming one; if it's an ongoing program, the user won't be able to enroll for that program.



Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana







Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)

PROGRAM DATA

Search:

Course Name	Course Coordinator Name	ProgramCode	StartDate	EndDate	Enroll Now	View Nominations
A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)	Dr. Madhavi Ravulapati & Dr. K. Suresh Kumar	LP02S24	4/4/2024	5/16/2024	Enroll Now	View Nominations
Foundation Training Program for ASO's (DR) of CSS -CGLE 2023	Dr. K. Usha Rani	ASO/SP/24	4/8/2024	6/7/2024	Enroll Now	View Nominations
INTERNAL COMBUSTION PRINCIPLES	I.L. Narasimha Rao	IC123HYD	5/15/2024	5/28/2024	Enroll Now	View Nominations
Test for Learning	Dr.Rama Krishna Executive Officer Aarogyasree	IASTEST	5/4/2024	5/31/2024	Enroll Now	View Nominations

Showing 1 to 4 of 4 entries



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- When the user selects "View Nominations," the user will be able to see the status of all nominations for that particular program.



Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana



Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)!

PROGRAM DATA

Search:

Course Name	Course Coordinator Name	ProgramCode	StartDate	EndDate	Enroll Now	View Nominations
A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)	Dr. Madhavi Ravulapati & Dr. K. Suresh Kumar	LP02S24	4/4/2024	5/16/2024	Enroll Now	View Nominations
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Test for Learning	Dr.Rama Krishna Executive Officer Aarogyasree	IASTEST	5/4/2024	5/31/2024	Enroll Now	View Nominations

Showing 1 to 4 of 4 entries

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Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana



INTERNAL COMBUSTION PRINCIPLES

15 May 2024 to 28 May 2024

Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)!

Nominee Status Of ' INTERNAL COMBUSTION PRINCIPLES'

[Export Excel](#) | [Export PDF](#)

Search:

Nominee Name	Nominee Mobile Number	Nominee Designation	Nominee Email Address	Nominee Approval Status	Releiving Status
gsdgsd	4657891324	sdgsdg	ttds@gmail.com	Approved	Relieve
Kannan	7510773175	Quality Analyst	kantz@gmail.com	Approved	Relieve
Kannan. Rajeev	7510773174	Quality & Analyst	kantz@gmail.com	Rejected	Relieve
nomm	4596945632	qa	nom@gmail.com	Approved	Relieved
Sandeep	7982561487	QA	sand@gmail.com	Approved	Relieve
Sann	6874569832	ss	ss@gmail.com	Pending	Relieve

Showing 1 to 6 of 6 entries

[Individual Upload](#) | [Bulk Upload](#)

[Sign Out](#)

2.1 Individual Upload

- When the user clicks the "Enroll Now" button, users are directed to the individual registration page, and there is an option for bulk uploading also. After entering all the necessary details in Individual Upload, clicking the Submit button will redirect the user to the nominee status page, and it will add the corresponding nominee.



Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana



Test for abcc
01 July 2024 to 16 August 2024

Home

Individual Upload

Vikram

Training Program for which the officer is nominated *

Date of Birth

Cadre

District

Email *

The Particulars given above are correct

The officer, if nomination is confirmed, will be relieved on full time basis to attend the training program.

Name of the Nominee: *

Designation in present post:

Academic qualification:

Mobile Number *

Due care has been taken about the training needs of the officer nominated with reference to his/her present/future duties contents of the course

Bulk Upload

Submit

Cancel

[Sign Out](#)

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Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana



INTERNAL COMBUSTION PRINCIPLES
15 May 2024 to 28 May 2024

Home



Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)!

Nominee Status Of ' INTERNAL COMBUSTION PRINCIPLES '

[Export Excel](#) | [Export PDF](#)

Search:

Nominee Name	Nominee Mobile Number	Nominee Designation	Nominee Email Address	Nominee Approval Status	Releasing Status
gsdgsd	4657891324	sdgsdg	ttds@gmail.com	Approved	Relieve
Kannan	7510773175	Quality Analyst	kanzz@gmail.com	Approved	Relieve
Kannan, Rajeev	7510773174	Quality & %Analyst	kanz@gmail.com	Rejected	Relieve
nomm	4596945632	qa	nom@gmail.com	Approved	Relieved
Sandeep	7982561487	QA	sand@gmail.com	Approved	Relieve
Sann	6874569832	ss	ss@gmail.com	Pending	Relieve

Showing 1 to 6 of 6 entries

< > 1

Individual Upload

Bulk Upload

[Sign Out](#)

- Users will be able to see a preview of the sheet that is going to be uploaded.

Dr. Marri Channa Reddy
Human Resource Development Institute of Telangana
Foundation Course for Junior Assistants (Batch-I) (LP01G24)
01 May 2024 to 04 May 2024

Bulk Upload

Sheet Preview

Search:

Name	Designation	Date Of Birth	Department	Email Address	Phone Number	District
ss	Test	5/30/2002	rr	shs@gmail.com	9785461936	Pathanamthitta
ss	Test	5/14/2005	rr	sks@gmail.com	9785461698	Pathanamthitta
ss	Test	7/15/1960	rr	sis@gmail.com	9785461367	Pathanamthitta

Showing 1 to 3 of 3 entries

« < 1 > »

Upload Cancel

Individual Upload

Cancel Upload

Sign Out

- After successful upload a pop-up will appear clicking “OK” will redirect to the nominee status page and clicking “Cancel” will make the user stay on the bulk upload page.

training.mcr-beta.todayatoffice.com says
Bulk Upload Successful, 3 records Added. Do you want to redirect to nominee page?

OK Cancel

Bulk Upload

Department Registration

Upload the Bulk Upload Sheet

Choose File No file chosen

Download Sample File

Individual Upload

Cancel Upload

Sign Out

Home

- By click on Home button will take display the program data on the home page



Dr. Marri Channa Reddy

Human Resource Development Institute of Telangana




Home



Welcome, ENGINEER-IN-CHIEF (GENERAL & PANCHAYAT RAJ)!

PROGRAM DATA

Search:

Course Name	Course Coordinator Name	ProgramCode	StartDate	EndDate	Enroll Now	View Nominations
A 6 week Foundation Course for newly appointed Drugs Inspectors (LP02S24)	Dr. Madhavi Ravulapati & Dr. K. Suresh Kumar	LP02S24	4/4/2024	5/16/2024	Enroll Now	View Nominations
Foundation Training Program for ASO's (DR) of CSS -CGLE 2023	Dr. K. Usha Rani	ASO/SP/24	4/8/2024	6/7/2024	Enroll Now	View Nominations
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Test for Learning	Dr.Rama Krishna Executive Officer Aarogyasree	IASTEST	5/4/2024	5/31/2024	Enroll Now	View Nominations

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Sign Out

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