

**Nagaland Board of School Education
Kohima**

CIRCULAR

Dated Kohima, the 11th February, 2021

No.NBE-24/Ad-Trg&Sem/2020-21:: It is hereby notified for information of all that an Orientation Programme on the NBSE portal is being organized on **18th February 2021** at **10:00 am** through virtual mode for all registered Institutions and Middle Schools (both Govt. and Private).

This programme will focus on the use of:


- (i) the NBSE portal for uploading and downloading of forms, question papers and fee payments,
- (ii) the NBSE offline software for data entry.

Online submission of particulars of students from Classes VIII to XII will also be touched upon.

It is mandatory for all Institutions registered under NBSE, including the Middle Schools (both Govt. and Private) having enrolment in Class VIII, to attend the Orientation Programme.

The Heads of Registered Institutions are therefore requested to nominate either a teacher or an office assistant, who will be handling the School ID in the NBSE portal for online submission of particulars of students, fee payments, downloading of question papers, uploading results and any other office related works, to participate in the webinar without fail.

Since the Orientation Programme will be held through virtual mode, institutions are advised to use preferably a desktop computer/laptop with internet connectivity. The meeting ID and Passcode shall be given later in the District Whatsapp groups.

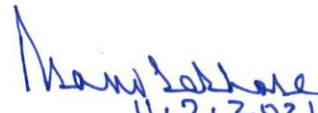

(Mrs. Asano Sekhose)
Chairman

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A. Copy to:

1. The Special Secretary to the Government of Nagaland, Department of School Education & SCERT, Kohima for information.
2. The Principal Director, Nagaland, Kohima for information.
3. The Heads of Registered Institutions under NBSE for information and necessary action.
4. The Centre Schools of the Middle Schools (both Govt. and Private), with a request to inform the content of this notification to the feeding schools under their centres.


11.2.2021
(Mrs. Asano Sekhose)
Chairman