

User Manual for PM SHRI School Inspection Portal for State Nodal Officer & State Reviewer



PM
SHRI

Creating holistic and well-rounded individuals
equipped with key 21st Century skills

Part 2

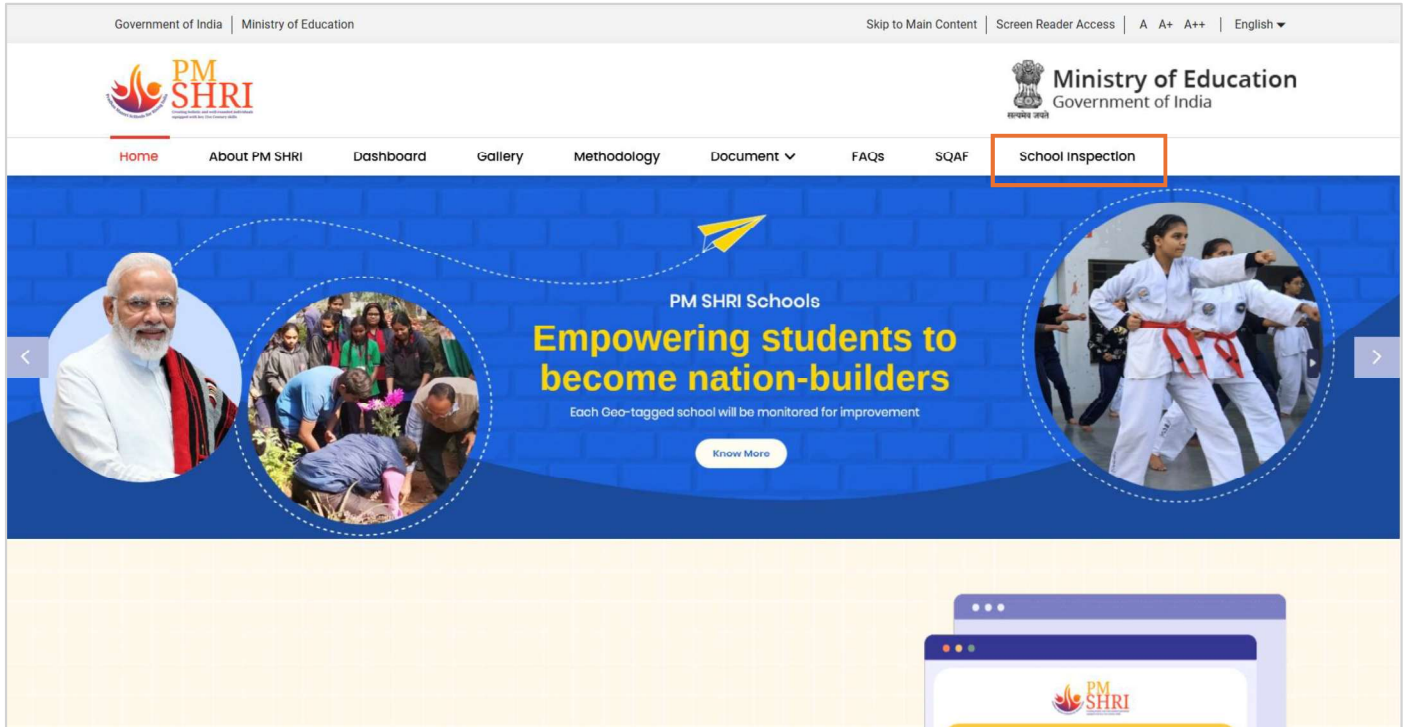
State Reviewer

A. How to Sign-in to the Inspection Portal

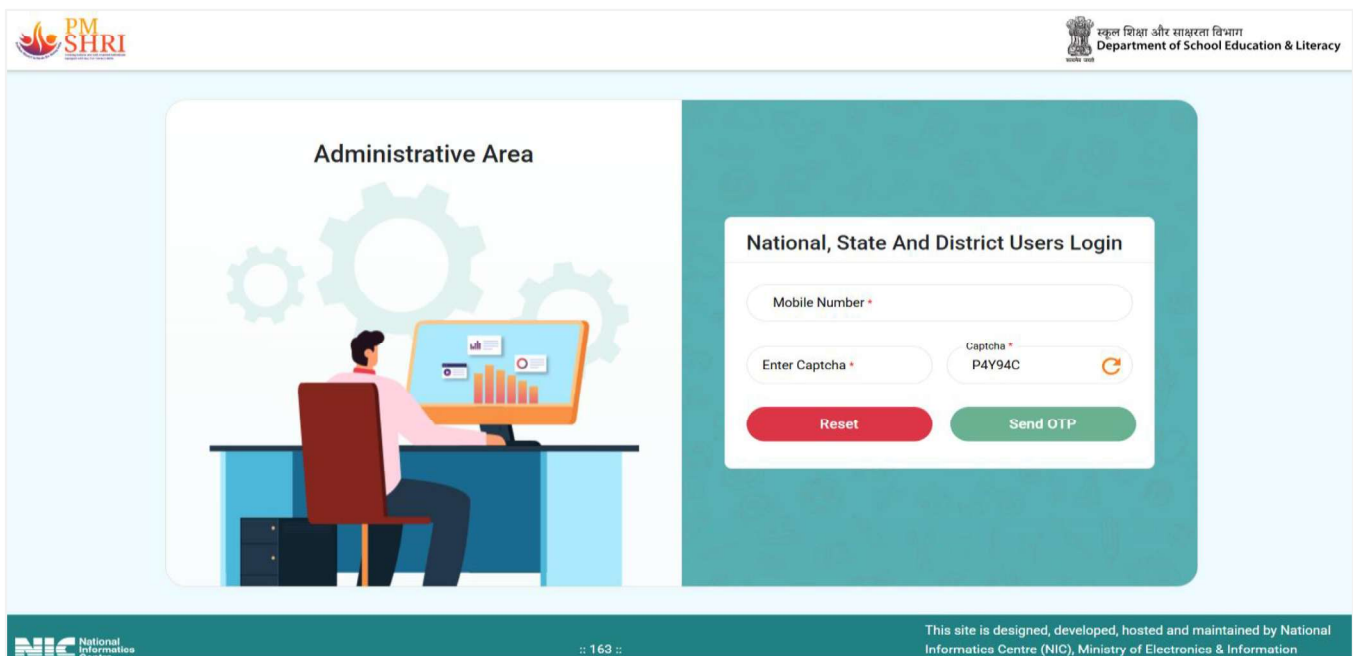
Step 1: Visit the PM SHRI portal at:

<https://pms shri.education.gov.in/>

Step 2: From the main menu, select “School Inspection.”



Step 3: Log in using your registered mobile number. Enter the OTP received to continue.



Step 4: Once the correct OTP is submitted, you will be successfully signed in to the PM SHRI Inspection portal.

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Department of School Education & Literacy

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Administrative Area

National, State And District Users Login

OTP sent on mobile number 704****999 ✕

Mobile Number *
70. .9

Enter OTP * Resend OTP after 9:56

Enter Captcha * Captcha * P3IDAB ↻

Reset Login

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B. How to Conduct an Inspection for Assigned Schools?

Step 1: After logging in, the dashboard will display the number of schools assigned to you and the status of each school.

The screenshot shows the 'Dashboard' page of the PM SHRI School Review system. The dashboard provides a summary of school inspection progress. The overall progress across all assigned schools is as follows:

Category	Count	Action
Total Assigned	6	School(s) for Inspection review
Yet to Initiate	3	Need Actions
In-Progress	3	Currently under inspection review
Completed	0	Inspection review submitted

The dashboard also includes a sidebar menu with options: Dashboard, Allotted Schools, Profile, Contact Us, and Logout. The footer indicates the site is designed, developed, hosted and maintained by National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India.

Step 2: Click on “Allotted Schools” section from the menu. You will see the list of schools assigned to you.

The screenshot shows the 'Schools' page of the PM SHRI School Review system. The page displays a list of schools assigned to the user, filtered by state (UTTAR PRADESH) and district (GAUTAM BUDDHA NAGAR). The list includes the following schools:

Sl. No.	State	District/Region	Block	School Name	Category	UDISE Code	Mobile	Total Obtain Marks	Status	Action
1.	Kendriya Vidyalaya Sangathan	Agra		KENDRIYA VIDYALAYA GREATER NOIDA (Code-1453)	Secondary(6-10)	09100311210	9[]9	0	Not-Started	[Icons]
2.	Uttar Pradesh	Gautam Buddha Nagar	Jewar	COMPOSITE SCHOOL KANIGARHI	Upper Primary(1-8)	09100405002	9[]7	0	Not-Started	[Icons]
3.	Uttar Pradesh	Gautam Buddha Nagar	Bisrakh	MAYAWATI GOVT. GIRLS INTER COLLEGE	Secondary(6-10)	09100101804	9[]9	0	Not-Started	[Icons]
4.	Uttar Pradesh	Gautam Buddha Nagar	Dadri	COMPOSITE SCHOOL CHITEHARA	Upper Primary(1-8)	09100205403	99[]4	400.50	In-Progress	[Icons]
5.	Navodaya Vidyalayas Samiti	Lucknow	Jewar Town Panchayat	JAWAHR NAVODYA VIDHYALAY	Secondary(6-10)	09100203611	[]81	255.00	In-Progress	[Icons]
6.	Uttar Pradesh	Gautam Buddha Nagar	Jewar Town Panchayat	COMPOSITE SCHOOL JEWAR 1	Upper Primary(1-8)	09100400109	9[]8	194.00	In-Progress	[Icons]

The page also includes a sidebar menu with options: Dashboard, Allotted Schools, Profile, Contact Us, and Logout. The footer indicates the site is designed, developed, hosted and maintained by National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India.

Step 3: You can download the sample form to understand the required data or start the evaluation directly by clicking the **Edit** button.

The screenshot shows the PM SHRI Schools management interface. At the top, there are filters for State (UTTAR PRADESH), District/Region (GAUTAM BUDDHA NAGAR), Category (All Category), and Status (Select Status). A search bar is available for searching by UDISE Code. A 'Download' button is located at the top right of the table.

Sl. No.	State	District/Region	Block	School Name	Category	UDISE Code	Mobile	Total Obtain Marks	Status	Action
1.	Kendriya Vidyalaya Sangathan	Agra		KENDRIYA VIDYALAYA GREATER NOIDA (Code-1453)	Secondary(6-10)	09100311210	40	0	Not-Started	PDF
2.	Uttar Pradesh	Gautam Buddha Nagar	Jewar	COMPOSITE SCHOOL KANIGARHI	Upper Primary(1-8)	09100405002	97	0	Not-Started	
3.	Uttar Pradesh	Gautam Buddha Nagar	Bisrakh	MAYAWATI GOVT. GIRLS INTER COLLEGE	Secondary(6-10)	09100101804	39	0	Not-Started	Preview
4.	Uttar Pradesh	Gautam Buddha Nagar	Dadri	COMPOSITE SCHO CHITEHARA		09100205403		00.50	In-Progress	Sample Form Edit
5.	Navodaya Vidyalayas Samiti	Lucknow	Jewar Town Panchayat	JAWAHR NAVODYA VIDHYALAY	Secondary(6-10)	09100203611	89	255.00	In-Progress	
6.	Uttar Pradesh	Gautam Buddha Nagar	Jewar Town Panchayat	COMPOSITE SCHOOL JEWAR 1	Upper Primary(1-8)	09100400109	78	194.00	In-Progress	

At the bottom of the table, there is a 'Rows per page' dropdown set to 10 and navigation arrows. The total number of rows is 6.

Step 4: Upon clicking Edit, you will see **6 categories**. Fill in the information for all categories except the last one (Scorecard).

The screenshot shows the 'Edit' form for a school. The school ID is 311210. The form is divided into several sections:

- School Administration Details:**
 - School Category: Secondary(6-10)
 - Management Type: Kendriya Vidyalaya
 - Does the school have a regular Headmaster/Principal?: Select
 - Year of Selection as PM SHRI School: Select
 - Length of service of Headmaster/Principal in the school (in years):
 - Average Length of service of Teachers in the school (in years):
- Staff Details:**
 - Total Number of Teachers on Roll:
 - Number of Teachers Present:
 - Number of Teachers Absent:
 - Teachers Currently in Position:
- Date of Inspection:**
 - Date of visit: dd-mm-yyyy

At the top right of the form, there is a 'Back' button. At the bottom, there is a footer with the NIC logo and the text: 'This site is designed, developed, hosted and maintained by National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India.'

Step 5: Begin with the following sections in order:

- I. School Basic Information
- II. Student Strength
- III. School Questionnaires
- IV. Student Performance
- V. General Details

I. School Basic Information

The screenshot displays the PM SHRI School Management System interface. At the top left is the PM SHRI logo. At the top right is the logo of the Department of School Education & Literacy. The main header shows the school name 'KENDRIYA' and ID '311210'. A navigation bar contains several tabs: 'School Basic Information' (highlighted with a red box), 'Student Strength Particulars', 'School Questionnaires', 'Student Enrolment', 'General', and 'Score Card'. A 'Back' button is located on the right. A left sidebar contains 'Dashboard', 'Allotted Schools', 'Profile', 'Contact Us', and 'Logout'. The main content area is titled 'School Administration Details' and contains several form fields: 'School Category' (Secondary(6-10)), 'Management Type' (Kendriya Vidyalaya), 'Does the school have a regular Headmaster/Principal?' (Select), 'Year of Selection as PM SHRI School' (Select), 'Length of service of Headmaster/Principal in the school (in years)', 'Average Length of service of Teachers in the school (in years)', 'Staff Details' section with 'Total Number of Teachers on Roll', 'Number of Teachers Present', 'Number of Teachers Absent', and 'Teachers Currently in Position', and 'Date of Inspection' section with 'Date of visit' (dd-mm-yyyy).

II. Student Strength

localhost:3512/admin/auth/school-review/schools/review/student-strength-particulars

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Department of School Education & Literacy

Dashboard

Allotted Schools

Profile

Contact Us

Logout

KEI

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School Basic Information

Student Strength Particulars

School Questionnaires

Student Enrolment

General

Score Card

* Provide accurate, class-wise student strength and facility details for the current academic session. All fields are mandatory unless marked optional.

Class	Total enrolment (Before becoming PM SHRI)	Total enrolment (Current)	Present #	Absent #	Mid-Day meal taken (In Number) #	All prescribed textbooks supplied (Yes/No)	Two pairs uniform supplied (Yes/No)
VI	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select <input type="text"/>	Select <input type="text"/>
VII	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select <input type="text"/>	Select <input type="text"/>
VIII	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select <input type="text"/>	Select <input type="text"/>
IX	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select <input type="text"/>	Select <input type="text"/>
X	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select <input type="text"/>	Select <input type="text"/>
Total	0	0	0	0	0	-	-

Clear Save

Information shown here is based on the review date.

Note: In general, mid-day meals, textbooks, and uniforms are provided up to Class 8. However, certain states continue to provide these benefits beyond Class 8.

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III. School Questionnaires

localhost:3512/admin/auth/school-review/schools/review/school-questionnaires

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School Basic Information

Student Strength Particulars

School Questionnaires

Student Enrolment

General

Score Card

1. Basic Facilities

2. NEP 2020 - Identified Components

3. Health

4. Academics & Pedagogy

5. Academic & Co-Curricular Activities

6. Reporting Status

1. Basic Facilities

Complete all questions below. Each question contributes to your total score.

1.1 Condition of School Infrastructure and Premises 10 Marks

1.1.1 Condition of School Infrastructure and Premises

1.2 "PM SHRI" Prefix Display 10 Marks

1.2.1 Does the school board have "PM SHRI" prefix displayed? Yes No

1.3 Drinking Water 10 Marks

1.3.1 Is drinking water facility available? Yes No

1.3.2 Source of Water

1.3.3 Is a battery of taps available? Yes No

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The **School Questionnaires** section is divided into six parts:

- Basic Facilities
- NEP 2020 – Identified Components
- Health
- Academics & Pedagogy
- Academics & Co-curricular Activities
- Reporting & Status

Please complete all sections before moving to the next category

The screenshot shows a web browser window displaying the 'School Questionnaires' section of a PM SHRI application. The browser address bar shows 'localhost:3512/admin/auth/school-review/schools/review/school-questionnaires'. The page header includes the PM SHRI logo and the Department of School Education & Literacy. A navigation menu on the left lists 'Dashboard', 'Allotted Schools', 'Profile', 'Contact Us', and 'Logout'. The main content area features a horizontal menu with six categories: '1. Basic Facilities', '2. NEP 2020 - Identified Components', '3. Health', '4. Academics & Pedagogy', '5. Academic & Co-Curricular Activities', and '6. Reporting Status'. The '1. Basic Facilities' category is selected and highlighted. Below this, the section title '1. Basic Facilities' is displayed, followed by the instruction 'Complete all questions below. Each question contributes to your total score.' The questions are organized into three sub-sections, each worth 10 marks:

- 1.1 Condition of School Infrastructure and Premises (10 Marks)**
 - 1.1.1 Condition of School Infrastructure and Premises: Select Value
- 1.2 "PM SHRI" Prefix Display (10 Marks)**
 - 1.2.1 Does the school board have "PM SHRI" prefix displayed?: Yes No
- 1.3 Drinking Water (10 Marks)**
 - 1.3.1 Is drinking water facility available?: Yes No
 - 1.3.2 Source of Water: Select Value
 - 1.3.3 Is a battery of taps available?: Yes No

The footer contains the National Informatics Centre (NIC) logo and the text: 'This site is designed, developed, hosted and maintained by National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India.' The page number ': 27 :' is also visible.

IV. Student Enrolment

This data in this section will be auto filled based on the data filled in “**student strength particulars section**”. You can move directly to next section “General”.

School Name (*****)

[School Basic Information](#)
[Student Strength Particulars](#)
[School Questionnaires](#)
Student Enrolment
[General](#)
[Score Card](#)

Class	Total Enrolment (Before becoming PM SHRI)	Total Enrolment (Current)	% Change in Enrolment
VI	75	59	-21.33
VII	77	80	3.90
VIII	159	89	-44.03
IX	297	315	6.06
X	256	259	1.17
XI	608	631	3.78
XII	847	589	-30.46

Note: The above information will be auto-filled based on the student strength particulars provided in the form.

V. General Details

In the first section, enter the details of past inspection completed in the school. In the second section, enter the observations and suggestions of current inspection team.

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[Basic Information](#)
[Student Strength Particulars](#)
[School Questionnaires](#)
[Student Enrolment](#)
General
[Score Card](#)

Past Inspection

Whether any inspection and visit of senior district functionaries earlier? Yes No ✓

Designation * ✓
 Date of Visit * ✓
 Details of inspection report * ✓

Inspection Findings and Recommendations (Current Visit)

Remarks and Observations by Inspecting Team * ✓
 Actionable Points Suggested by the Team * ✓

Current Inspection

Step 6: Once you finish all categories, navigate to the Scorecard section. It will display the detailed scorecard of the school you are inspecting, generated from the inspection data.

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School Basic Information Student Strength Particulars School Questionnaires Student Enrolment General **Score Card**

Sr. No.	Review format PM SHRI Components	Total number of sub components for evaluation	Total Maximum marks	Marks Obtained
1	Basic Facilities	6	60	42
2	NEP 2020 - Identified Components	17	160	82.5
3	Health	1	10	2.5
4	Academics & Pedagogy	2	10	10
5	Academic & Co-Curricular Activities	15	127	49.5
6	Reporting Status	3	30	30
Total		44	397	216.5

Preview Final Submit

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Step 7: After reviewing the scorecard, you can preview all the entered data and then submit the final inspection report.

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School Name (*****)

School Basic Information Student Strength Particulars School Questionnaires Student Enrolment General **Score Card**

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6	Reporting Status	3	30	30
Total		44	397	216.5

Preview Final Submit

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Step 8: Return to **Allotted Schools**, click **Preview** to view details, and download the PDF if needed.

The screenshot shows the PM SHRI Schools portal interface. The top navigation bar includes the PM SHRI logo, a 'Phase 2' indicator, and the Department of School Education & Literacy logo. The left sidebar contains navigation options: Dashboard, Assign Schools, Allotted Schools, Profile, Contact Us, and Logout. The main content area is titled 'Schools' and features a search filter for 'MADHYA PRADESH' and 'DISTRICT'. Below the search filters is a table of schools. The table has columns for Sl. No., State, District/Region, Block, School Name, Category, UDISE Code, Mobile, Total Obtain Marks, Status, and Action. The first row shows a school with status 'Completed'. The second and third rows show schools with status 'In-Progress'. The fourth row shows a school with status 'In-Progress'. A callout box with arrows points to the 'Preview' and 'PDF' icons in the Action column of the third row. The footer includes the NIC logo and text: 'This site is designed, developed, hosted and maintained by National Informatics Centre (NIC), Ministry of Electronics & Information Technology, Government of India.'

Sl. No.	State	District/Region	Block	School Name	Category	UDISE Code	Mobile	Total Obtain Marks	Status	Action
1.	Kendrya Vidyalaya Sangathan	Jabalpur	Sohagpur	KENDRIYA VIDYALAYA SHAHDOL. (Code-1589)	Senior Secondary(1-12)	2316****606	*****	389.00	Completed	
2.	Madhya Pradesh	Shahdol	Sohagpur	GOVT HS KOTMA	Secondary(1-10)	2316****900	*****	274.50	In-Progress	
3.	Madhya Pradesh	Shahdol	Shahdol Municipality	GOVT. HSS MLB GIRLS SHAHDOL	Senior Secondary(6-12)	2316****807	*****	250.50	In-Progress	
4.	Madhya Pradesh	Shahdol	Shahdol Municipality	GOVT. HSS RAGHURAJ NO.1 SHAHDOL	Senior Secondary(6-12)	2316****408	*****	250.	In-Progress	