GOVERNMENT OF HARYANA

Department of School Education


[Management Information System]

Introduction: The Government of Haryana launched the MIS portal under the education sector with the name DSE MIS Haryana. This Portal is introduced for serving all education officers, teachers, and students to access all technology systems. All the stakeholders who belong to the School Education Department such as Students, teachers, and other education department employees have their logins on the MIS portal and they can access all the services related to the Academic and Administrative purposes in the Department.

USER MANUAL FOR STUDENT ATTENDANCE

This module will be available in the login id of all teachers working in School. User will login to the account and shall follow the steps given below to mark Student Attendance: -

Step 1: - **Login**: User must login to the School account on MIS (OneSchool) Portal. User can login through this link https://mis.oneschoolsuite.com/
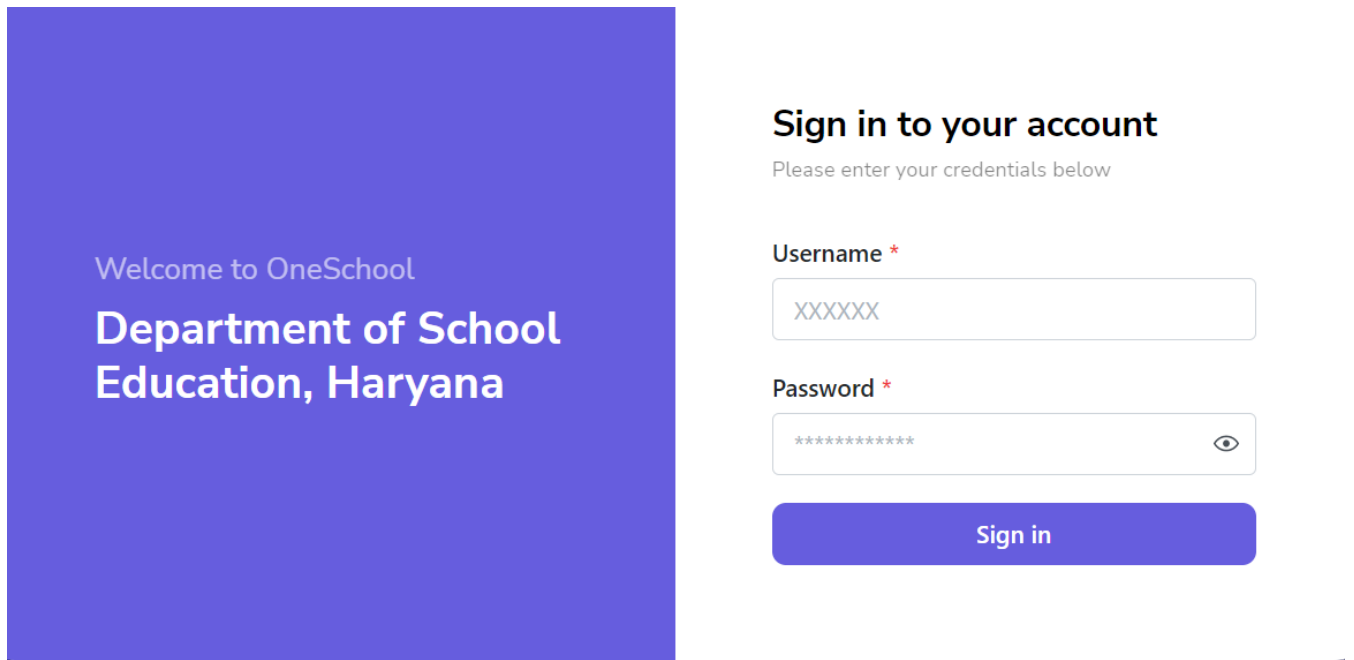
Step 2: **- Navigate to Student Attendance: -** After successful login on Oneschool Suite, user must click on the " **Student Attendance** " tab available under "**Student Management**" on the left side panel.
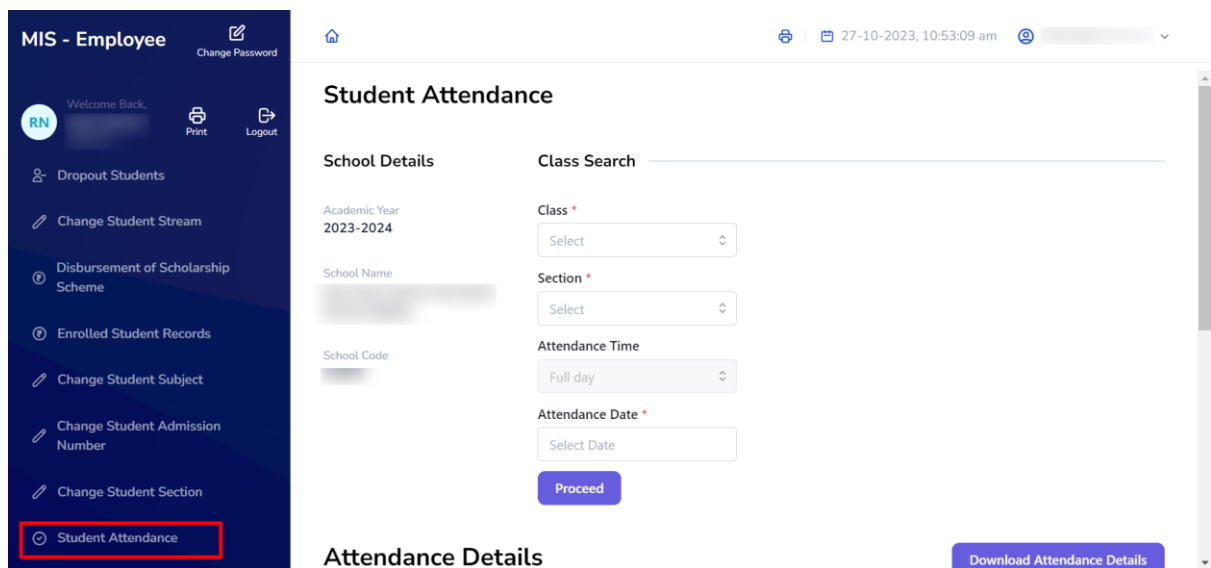
Step 3:- **Fill Class details**:- The user is required to provide information about the class for which attendance needs to be recorded. This includes section, the time of attendance, and the date of the attendance.
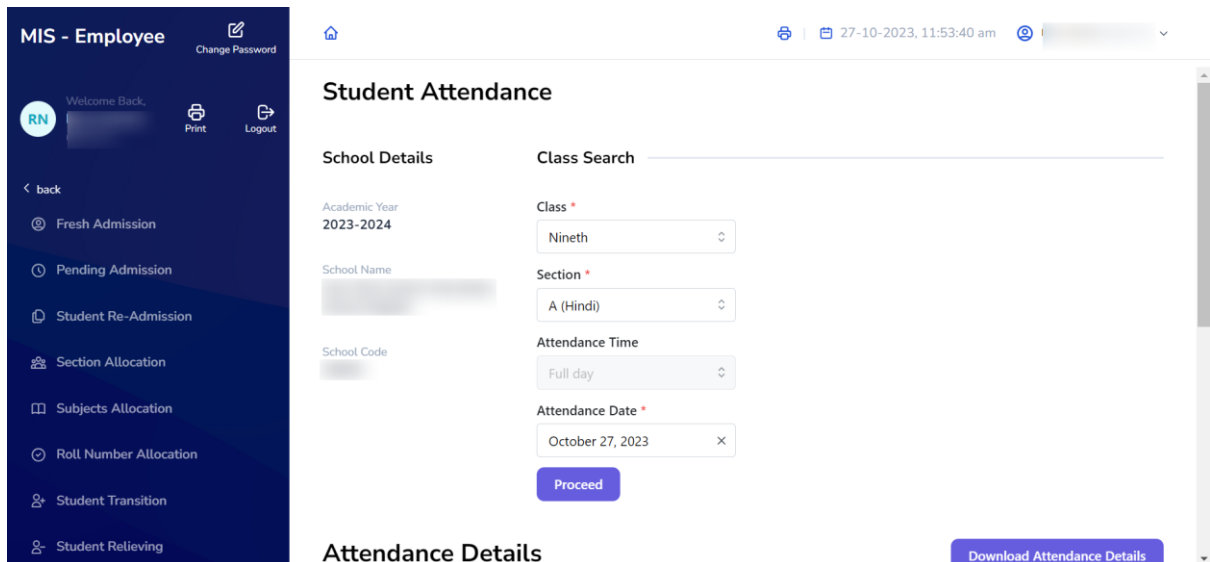
Step 4:- After clicking the "**Proceed**" button, the user can record the attendance of students for the chosen class. They have the options to mark students as "**Present,**" "**Absent,**" or on "**Leave.**" Once the attendance is marked, the user should click the "**Confirm**" button to save their selections.
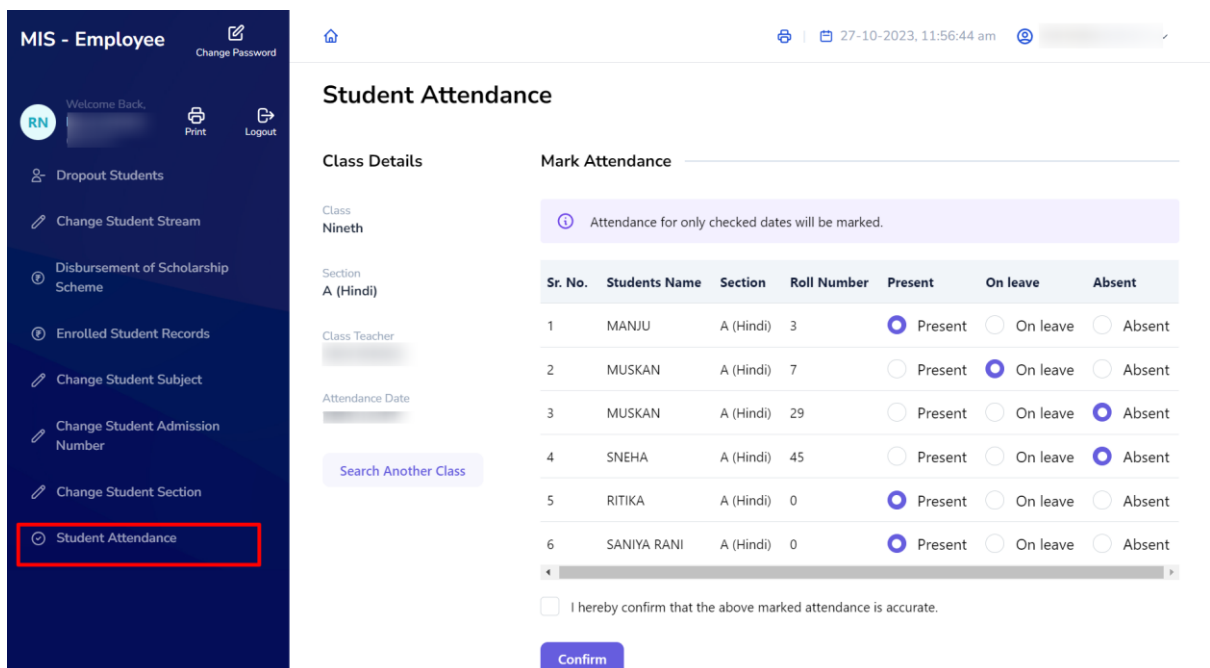
Note: - Users also have the option to check the attendance they have recorded by clicking on the "**View Details**" button. It's important to note that they cannot mark attendance again for the same date.

	MIS - Employee									27-10-2023, 12:13:50 pm		

MIS - Employee
Change Password

Welcome Back,
RN
Print   Logout

- Dropout Students
- Change Student Stream
- Disbursement of Scholarship Scheme
- Enrolled Student Records
- Change Student Subject
- Change Student Admission Number
- Change Student Section
- Student Attendance

Marked Date	Class Name	Section Name	Stream	Present Students	Students on Leave	Absent Students	
2023-10-27	Nineth	A	NA	3	1	2	View detai
2023-10-25	Eleventh	D	Commerce	4	1	1	View detai
2023-10-25	Nineth	A	NA	4	1	1	View detai
2023-10-23	Tenth	B	NA	29	1	1	View detai
2023-10-16	Seventh	A	NA	51	0	0	View detai
2023-10-16	Eighth	A	NA	20	2	3	View detai
2023-10-11	Nineth	B	NA	1	1	0	View detai

Marked Date	Class Name	Section Name	Stream	Present Students	Students on Leave	Absent Students	
2023-10-27	Nineth	A	NA	3	1	2	View detai