

PDF Guide for Making Progress Report Online

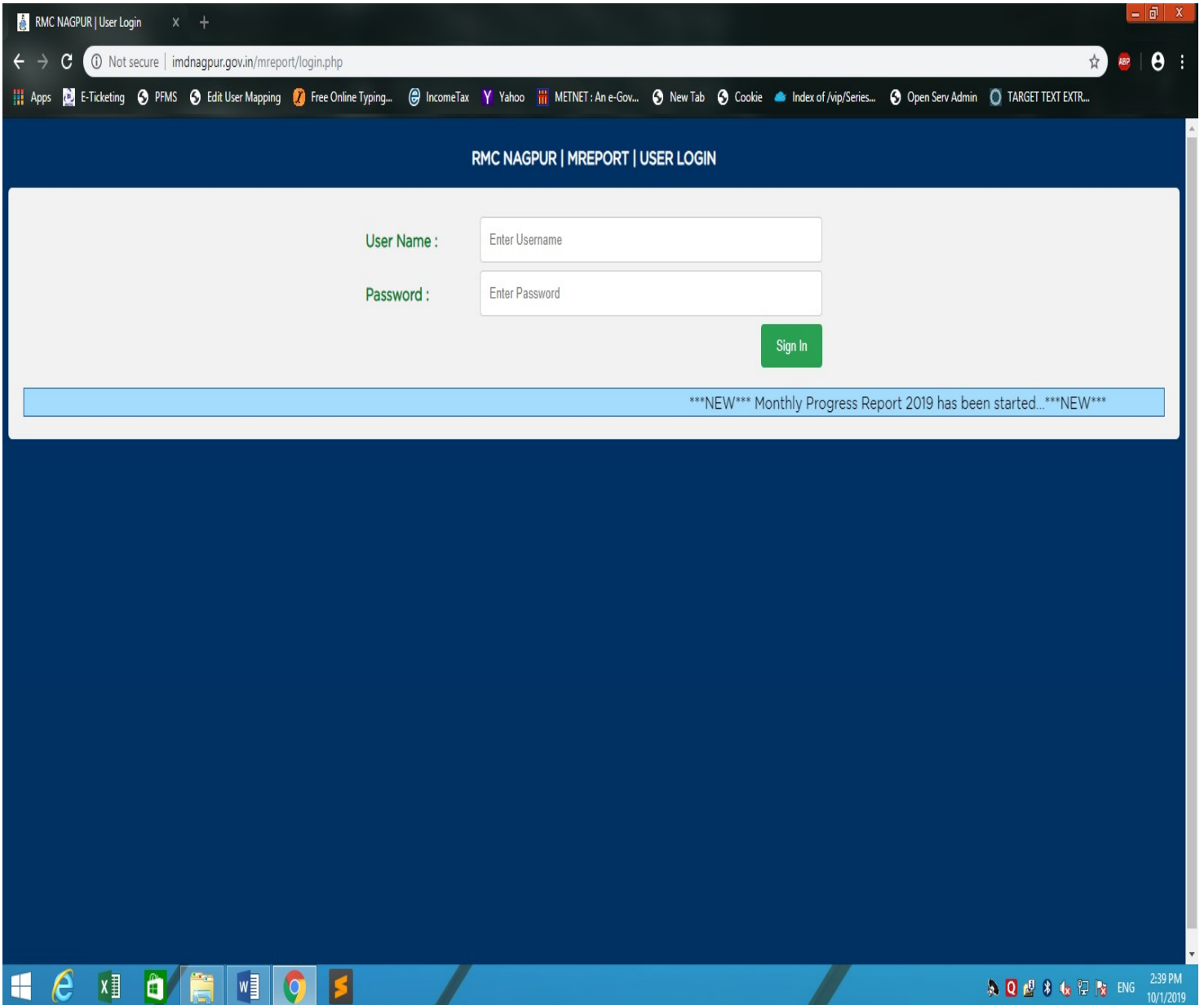
1. Open RMC Nagpur Website . www.imdnagpur.gov.in

2. Click on Menu as 'Monthly Progress Report' in Miscellaneous Option at right side of website.

The screenshot displays the homepage of the Regional Meteorological Centre, Nagpur, India. The website header includes the title "Regional Meteorological Centre, Nagpur" and the affiliation "India Meteorological Department, Ministry of Earth Sciences, Government of India". The navigation menu at the top includes "HOME", "About RMC Nagpur", "About MoES & IMD", "Publications", "Miscellaneous", and "Contact Us". The "Miscellaneous" menu is expanded, showing options like "Press Release", "Weather Information on IVRS", "Tenders/ Bidding", and "Monthly Progress Report", which is circled in blue. A blue arrow points to this link with the text "Click on it". The main content area features weather radar maps for Nagpur and Bhopal, and regional warning maps. The footer shows the date and time as "Tuesday, 01 October 2019 02:26 PM IST" and the system tray displays the time as "2:33 PM 10/1/2019".

3. Input User name & Password. Click on Sign in.

(User name and Password will be sent to respective station mail id)



4. Click on Section/Subject for making progress report online.

Progress Report for the month of October, 2019 Name of Section / MO/ MC : Admin Section, RMC NAGPUR

- [MAIN EVENTS/मुख्य मुद्दे](#)
- [ADMINISTRATION - ESTABLISHMENT/प्रशासन - स्थापना](#)
- [ADMINISTRATION - RIGHT TO INFORMATION/प्रशासन - सूचना का अधिकार](#)
- [ADMINISTRATION - CASH SECTION/प्रशासन - रोखड अनुभाग](#)
- [AMSS / स्वचालित संदेश सिस्टिम](#)
- [CLIMATOLOGY/DATAMANAGMENT/DATASUPPLY/ENQUIRIES / जलवायु विज्ञान / आकडा प्रबंधन / आकडा आपूर्ति /पुछताछ](#)
- [FORECASTING SECTION \(AMO/MO\) - AVIATION / पूर्वानुमान विभाग - विमानन](#)
- [FORECASTING SECTION \(AMO/MO\) - NON AVIATION / पूर्वानुमान विभाग - गैर विमानन](#)
- [HINDI SECTION/हिन्दी अनुभाग](#)
- [HYDROLOGICAL UNIT / जल मौसम विज्ञान अनुभाग](#)
- [INSPECTION SECTION / निरीक्षण अनुभाग](#)
- [LIBRARY/पुस्तकालय](#)
- [PBO/RS—RW - GPS ASCENTS/पवन सूचक गुब्बारा प्रेक्षण/रेडियो संधे-रेडियो पवन- जी पी एस. आरोहन](#)
- [RADAR UNIT \(DWR\) / रेडार अनुभाग](#)
- [RADIATION / विकिरण](#)
- [RESEARCH UNIT - Agromet forecast / अनुसंधान - कृषि मौसम अनुमान](#)
- [RMSU/प्रादेशिक अनुरक्षण पूर्ति युनिट](#)
- [SEISMOLOGY / भूकंप विज्ञान](#)

5. Feed Progress Report according to topic/ question.
6. Then Click on Save Draft to save progress for later or want to submit later.

The screenshot shows a web interface for submitting a progress report. At the top, it says "Progress Report for the month of October, 2019 Name of Section / MO / MC : ADMINISTRATION - ESTABLISHMENT, RMC NAGPUR". Below this, there is a heading "1:- Progress Report / प्रगति विवरण :". To the right of the heading is a text input field with the placeholder text "Write something..". Below the input field are two green buttons: "Save Draft" on the left and "Final Submit" on the right. At the bottom left of the page, there is a small copyright notice: "©19 Website Developed by Mr. Vikash Kumar Meena(S.A.), Designed by Mr.S.N. Bhojanta(Admin Officer) and Maintained by RMC NAGPUR,Admin & IT Section".

7. After Final Submit user can not change/edit progress report. If any, Please contact to Hindi Section, RMC Nagpur for changes.
8. After Final Submit print out progress report for office copy.
9. Please contact to Mr. Vikash K Meena for login problem or any **Progress Report Portal** issue @ +91 8560 842237.
10. Please submit progress before due date, after due date portal will be closed.