



INESO - 2026

INSTRUCTION TO CENTRE/ STUDENT REGISTRATION

- Click on the link <https://gsi.manageexam.com/GSI> to register centre/Students
- Click on the centre Registration drop down button and select centre Registration



- Select your school Type KV/JNV/OTHERS

- Fill the details of principal/ Centre in charge info, institution info ,center capacity, Bank account details and click on submit button

Center-In-charge Info



Name of Center-In-Charge



In charge Designation

The In charge Designation field is required.



Primary Mobile No



Confirm Primary Mobile No



Secondary Mobile No



Email Id



Confirm Email Id

Centre Capacity



Internal Students

0



External Students

0



Total Students

0

Is your school under high security area ?

No ☐ Yes ☒

Bank Account Info

Would you like to share bank details

No ☐ Yes ☒



Account No



Account Type

Savings Account



Account Holder Name



IFSC Code



Bank Name



Branch Name

SUBMIT >

- Below mentioned pop up message will be displayed on screen and wait for the verification call from helpdesk

Centre Registration Successful

Thanks, you have applied for Centre registration. We will verify the same and will intimate by sending the OTP within one working day, to the principal's mobile number.
In case of any delay in getting the OTP, please contact the helpdesk at **+91 8433527956**.

CLOSE ➤

- You will receive OTP on your mobile and Email and use same to centre activation. Click the Centre Registration drop down button and select Centre Activation.



- Enter the principal Mobile Number and OTP then click on Activate

Centre Activation.

 Principal Mobile No

 OTP

ACTIVATE ➤

- Pop up message will display on screen as mentioned below
- You will receive Log in ID and password in both Mobile and E Mail.

Centre Activation Successful

You are successfully registered.
Your Centre Number : KAK001, please check your email for the Login ID and Password.

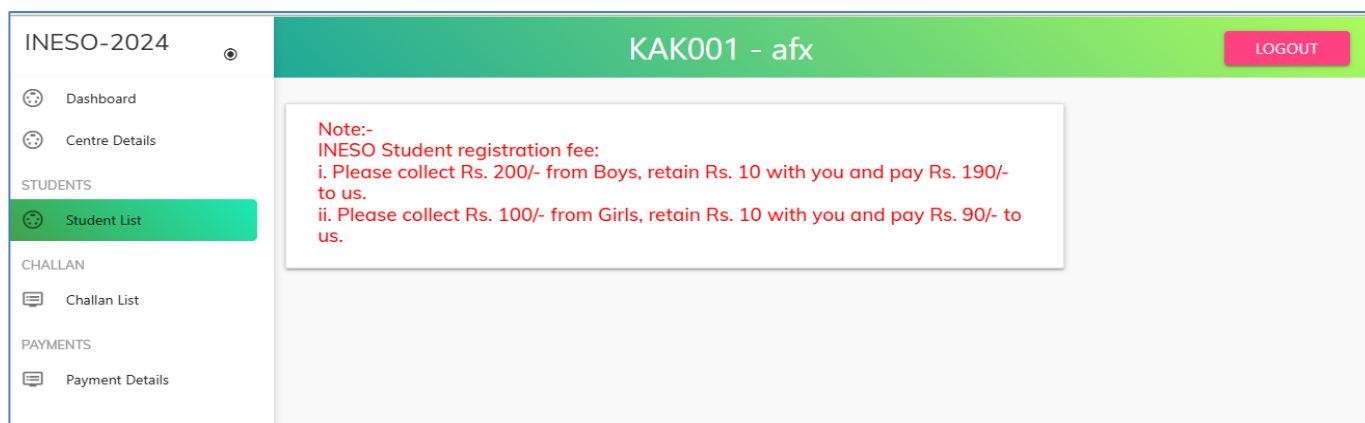
CLOSE ➤

- Centre log in can be done with the help of log in ID and Password.
- Click on the drop down button of Centre Registration and select Centre Login



- Once click on Centre log in below mentioned screen will appear and enter the user name and password

- Click on the student list to register the students



- Click on the Register new student to register the students

 Students List

EXPORT STUDENT LIST

REGISTER NEW STUDENT

Show entries

Search:

Name	Registration No	Mobile No	Actions
No data available in table			

Showing 0 to 0 of 0 entries

Previous

Next

- Fill the details in the student registration as mentioned below, personal info/student studying in/ and residential communication info, then click on submit button

Student Registration

Personal Info

 Full Name as per School Records

 Gender

 Class / Standard

 Date of Birth (DD/MM/YYYY)

 Student Parent / Guardian's Mobile No

 Parent / Guardian's Email Id

School studying in

 School Type

 School Name

 School Pincode

 Place

Activate Windows
Go to Settings to activate Windows.

Residential/Communication Info

 Address Line 01

 Address Line 02

 Address Line 03

 Pincode

 State

 District

 Landmark

 Post Office

 City

SUBMIT

Activate Windows
Go to Settings to activate Windows.

- Once student's details entered you can view/edit/delete the students as per the requirement.

←

Students List

EXPORT STUDENT LIST

REGISTER NEW STUDENT

Show entries

Search:

Name	Registration No	Mobile No	Actions
ddd	KAK001000	5623126523	

Showing 1 to 1 of 1 entries

Previous 1 Next

- Click on the Challan list to generate the challan to make payment.(after registering all the students)

INESO-2024

KAK001 - afx

LOGOUT

Dashboard

Centre Details

STUDENTS

Student List

CHALLAN

Challan List

PAYMENTS

Payment Details

←

Students List

EXPORT STUDENT LIST

REGISTER NEW STUDENT

Show entries

Search:

Name	Registration No	Mobile No	Actions
ddd	KAK001000	5623126523	

Showing 1 to 1 of 1 entries

Previous 1 Next

- Click on Generate new challan to generate the same which will be used to make payments.

←

Generated Challan List

GENERATE NEW CHALLAN

Show entries

Search:

Challan No	Student Count(KV/JNV/Others)	Total Students	Amount	Generated On	Actions
No data available in table					

Showing 0 to 0 of 0 entries

Previous Next

- Once challan is generated select the pay online icon which is right hand corner of the image below Action.

←

Generated Challan List

GENERATE NEW CHALLAN

Show entries

Search:

Challan No	Student Count(KV/JNV/Others)	Total Students	Amount	Generated On	Actions
KAK001001	0 / 1 / 0	1	90	07/11/2024	

Showing 1 to 1 of 1 entries

Previous

Pay Online

 Next

- Click on proceed to payment to make the payment as per the challan generated

Payment Message

School Type	Count(Boys/Girls)	Rate/Students(Boys/Girls)	Amount(Boys/Girls)
KV Student Count	0/0	190/90	0/0
JNV Students Count	0/1	190/90	90/0
Other Students Count	0/0	190/90	0/0

Amount to Pay90

PROCEED TO PAYMENT

Note (regarding Payment)
Dear Cardholder, your payment will be credited instantly, under normal circumstances. In case of any issues with bank settlement or network failure, we request you to wait for 24 to 48 hours to get the credit.

Please call on +91 8433527956 or send mail to inesohelpdesk2025@gmail.com, in case of any query.

- Fill the details and make payment as per your convenience, credit Card/Debit Card/ Net Banking/ UPI ID/VPA

NTT DATA
Payment Services

PAYMENT MODE

Credit Card

Debit Card

Net Banking

Pay Using UPI ID/VPA

Credit Card

Credit Card Number

01

2024

000

Name On Card

Bank Name

Billing Details

45XX2XXX36

sXXd@gXXXXXXXXm

Cancel

Pay Now

By clicking Pay Now you are agreeing to Terms & Conditions

NTT DATA
Payment Services

Amount Payable

₹ 90.00

GEOLOGICAL SOCIETY OF INDIA

Transaction Id : KAK001001

Activate W

➤ After filling the details click on pay Now to proceed for payments

NTT DATA
Payment Services

PAYMENT MODE

Credit Card

Debit Card

Net Banking

Pay Using UPI ID/VPA

Pay Using UPI ID/VPA

Billing Details

45XX2XXX36

sXXd@gXXXXXXXXm

Cancel

Pay Now

By clicking Pay Now you are agreeing to Terms & Conditions

NTT DATA
Payment Services

Amount Payable

₹ 92.36

GEOLOGICAL SOCIETY OF INDIA

Transaction Id : KAK001001

(₹)

Amount:

90.00

Processing Fee:

2.00

GST:

0.36

* Processing Fee & GST are non refundable.

➤ Below mentioned pop up message will be displayed on the screen as per the online transaction (payment is successful/ failed)

Payment Failed

We were unable to process your card payment for Application form. Your credit/debit card transaction failed while attempting to process your transaction. If money is deducted from your account, please contact your bank and try again after 72 hours..

Transaction Date	Transaction No	Amount	Status
Thu Nov 07 12:49:59 IST 2024	11000249242220	90	Failed

BACK TO DASHBOARD