गुजरात केन्द्रीय विश्वविद्यालय
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)
CENTRAL UNIVERSITY OF GUJARAT
(Established by an Act of Parliament of India, No 25 of 2009)

F.No.1-159/2018-Admn. / 2304 **11/12/2018**

Circular No.50/2018-19

Sub: 150th Birth Anniversary Celebrations of Mahatma Gandhi.
Ref: 1. MHRD letter No.F.No.19-47/2018-CU.Cdn. dated 12/10/2018.
2. MHRD letter No.F.No.13-3/2016-PN.I(Pt.) dated 01/10/2018.

In pursuance of the MHRD directions mentioned under reference 1 & 2 above, all teaching and non-teaching staff are hereby directed to use logo of 150th Birth Anniversary Celebrations of Mahatma Gandhi during commemoration period 02/10/2018 to 02/10/2020 on University website, e-mails, stationery, calendar and diary, etc. The logo is available on the website http://gandhi.gov.in/download, html for download as under:-

i. Logo in original form (Main logo)
ii. Logo for use in single colour (For use in black and white)
iii. Logo in reverse from with light/bright background
iv. Logo in reverse from with dark background

Alok Gupta
Registrar (Offg.)

Encl: MHRD Letters

Copy to:

1. All Deans
2. FO (Offg.)
3. CoE (Offg.)
4. Deputy Registrar (Admn. and Academic)
5. DSW
6. Provost
7. Director, Sector-30 campus
8. All Teaching and Non-Teaching Staff (By Email)
9. All Chairpersons/Coordinators of Centre (By Email)
10. ICT Chairperson – with a request to post this Circular & Logo on University Website
11. Assistant Librarian
12. All Wardens
13. PS to VC
14. Deans office(Sector- 29 & 30 Campus)
15. Circular File
16. Guard File

सेक्टर-29, गांधीनगर-382030, फोन नं - 07923977407, फेक्स-07923260076
Sector-29, Gandhinagar, Phone No. 07923977407, Fax-07923260076
Email: registrar@cug.ac.in, website: www.cug.ac.in

SIGNATURE

No. F.19-47/2018-CU.Cdn.
Government of India
Ministry of Human Resource Development
(Department of Higher Education)
CU Division
***

Shastri Bhawan, New Delhi-1
Dated the 12 October, 2018.

To,

The Secretary,
University Grants Commission,
New Delhi.

Subject:-150th birth anniversary celebrations of Mahatma Gandhi-regarding.

Sir,

Please find enclosed herewith a copy of Communication's No.No.13-3/2016-PN.1(Pt.) dated 1.10.2018 along with its enclosures received from Policy Norms-I Section on the subject mentioned above, which is self-explanatory.

2. UGC is requested to instruct all Central Universities under their administrative control to use logo during the commemoration period.

3. It is further requested that activities to be undertaken during 2nd October, 2018 to 2nd October, 2019 may be uploaded as per procedure prescribed in the enclosed manual. The Action Taken in this regard may be sent to PN-I Division under intimation to this Division.

Yours faithfully,

Encl: As above.

(C.P. Ratnakaran)
Under Secretary to the Govt. of India
Tel.No.23383408

F.No.13-3/2016-PN.I (Pt.)
Government of India
Ministry of Human Resource Development
Department of Higher Education
(Policy Norms-I Section)

Dated : 1st October ,2018

Subject: 150th birth anniversary celebrations of Mahatma Gandhi.

Government of India is commemorating 150th Birth Anniversary of Mahatma Gandhi for a period of two years from 2nd October, 2018 to 2nd October, 2020 both at National and International Level. One of the suggested activities is Logo Branding on Trains, Metro Rail, Air India Aircrafts, State Roadways Buses, Govt. website, e-mails, Govt. stationery , calendar and diary, Govt. advertisements & publicity material, digital signature, etc. during the commemoration period.

2. The following designs of the logo with colour guide have been finalized and are available on the web-stie http://gandhi.gov.in/ download, html for download:-

i. Logo in original form (Main logo)
ii. Logo for use in single colour (For use in black and white)
iii. Logo in reverse from with light/bright background
iv. Logo in reverse form with dark background

3. You are requested to instruct the institutions under your control to use the logo during the commemoration period.

4. It is also requested, to upload activities to be undertaken during 2nd October, 2018 to 2nd October, 2019 on the portal, as decided in the Committee of Secretaries (Cos) meeting held under the Chairmanship of Cabinet Secretary on 20.08.2018. Action taken in this regard may be intimated PN-1 Division. The activities may be uploaded as per procedure prescribed in the enclosed manual .

Encl: as above

(N. SARAVANA KUMAR)
Joint Secretary (Policy)

1.	AS (TE)	490006/2018
2.	JS (CU)	490024/2018
3.	JS(DL)	490024/2018(2)
4.	JS (EE-1)	490024/2018(3)
5.	JS (SE-I)	490024/2018(4)
6.	JS(SE-II)	490024/2018(5)
7.	JS(AE & Coord.)	490024/2018(6)
8.	JS(Management & ICR)	490024/2018(7)
9.	JS(Scholarship & BP))	490024/2018(8)
10.	EA(HE)	490024/2018(9)
11.	EA (SE&L)	490024/2018(10)

DS(CU-CPN)

3/10/18

US 6

Copy to:

Director (ICC)/OSD(NEP).
490006/(12) 490006/(13)

150 YEARS OF CELEBRATING THE MAHATMA

CALENDAR OF ACTIVITIES FOR MAHATMA GANDHI 150TH BIRTH ANNIVERSARY CELEBRATION

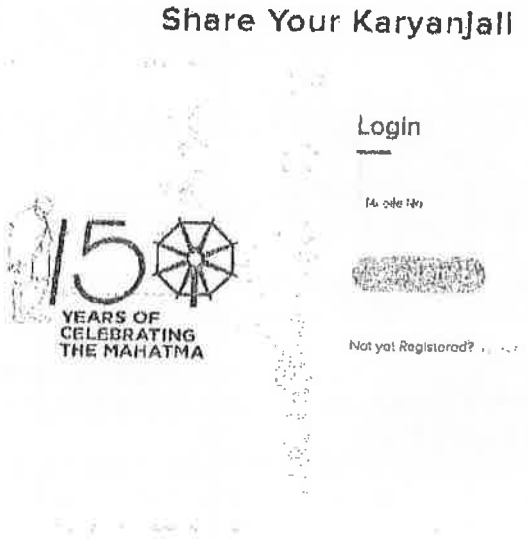
User Manual

ABSTRACT
A step by step guide to upload the events and Karyanjali

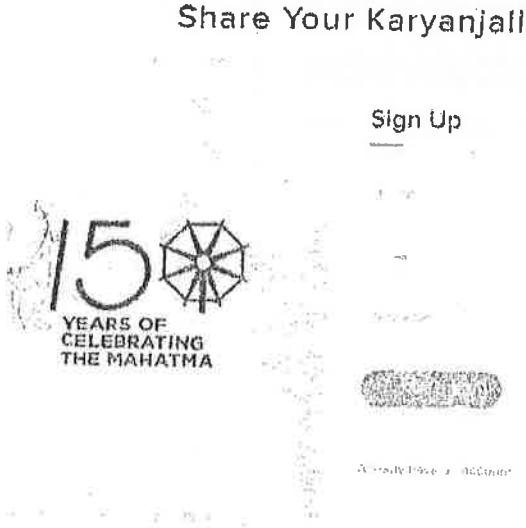
Calendar of Activities Upload Manual

Please follow the step by step process given below to upload the events/activities in the Calendar.

1. Follow the link https://gandhi-karyanjali.azurewebsites.net/
   Above link will land you to the given webpage



2. If you are a first time user please click on Sign-up
   Follow the link https://gandhi-karyanjali.azurewebsites.net/signup



You need to enter the following details :

- Your Full Name
- Your Email Address
- Your Mobile Number

After the details are filled, Press the Send Otp Button, enter the OTP received on your mobile number and the signup process is completed.

3- If you have "already signed-up" or have submitted your details on signing up, you will land on the given webpage which is the sign-up Page

Share Your Karyanjali

Sign Up

150 YEARS OF CELEBRATING THE MAHATMA

On landing this page, you will need to enter the ONE TIME PASSWORD (OTP) which you have received on your Mobile Number.

4- On Successful Sign-up through OTP, you will reach on the given webpage

Share Your Karyanjali

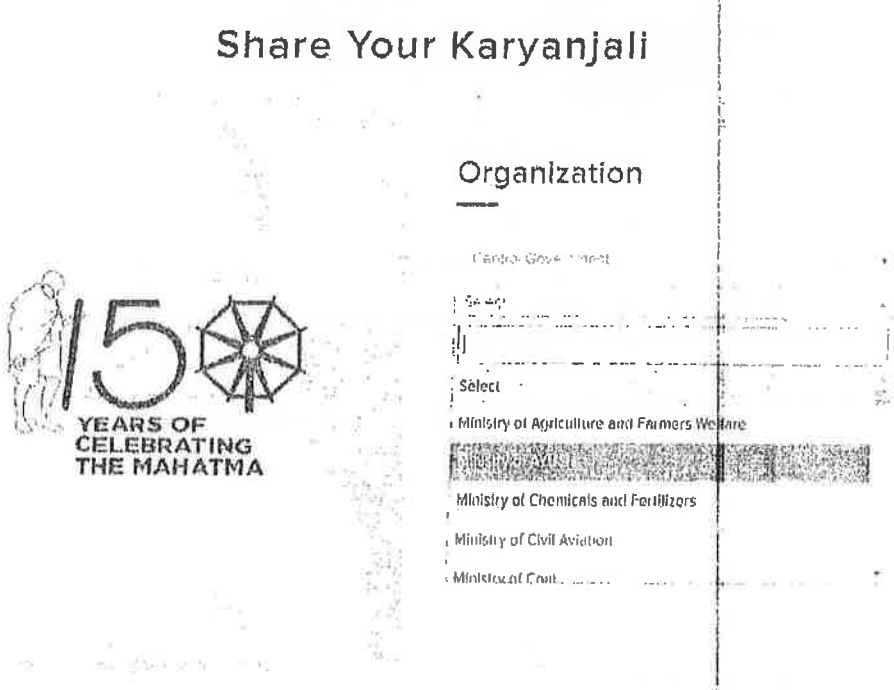
Organization

150 YEARS OF CELEBRATING THE MAHATMA

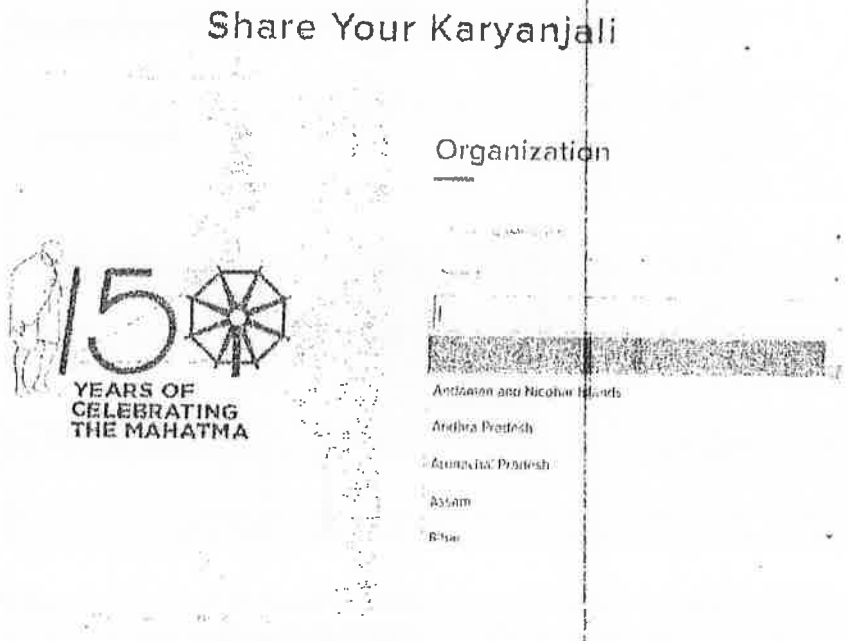
You can sfrom this page by following the instructions below :

- Select Your Organization (eg : Central Government, State Government, Gandhian institutions, Individual)
- After Selecting any particular option among State Government, Central Government and Gandhian Institutions, you have to specify :
- The name of the department in case of Central Government (Fig. 4a)
- State In case of the State Government (Fig. 4b)
- Institutions in case if you select Gandhian Institution as your organization you belong to (Fig. 4c)
- In the case of an individual select Individual and press the Button "Submit" (Fig. 4d)

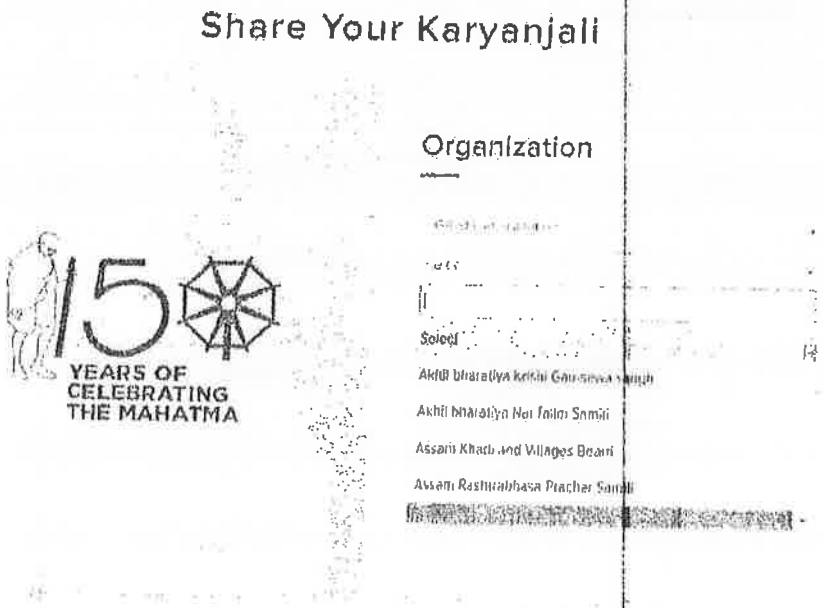
It can be seen below in the web page :



(Fig. 4a) Organization : Central Government



(Fig. 4b) Organization : State Government



(Fig. 4c) Organization : Gandhian Institution

Share Your Karyanjali

Organization

(Fig. 4d) Organization : Individual

5- After Submitting the Organization Details, you will land on upload page

There will be 2 options on this page :

- Upload Karyanjali
- Calendar Of Activities

Upload Karyanjali

Choose Option

On Pressing the button of Calender Activities in Upload Your Karyanjali Page, you will land on the webpage given below:

Share Your Karyanjali

Activity Upload

Here you can fill in your details as follows:

- Select Category : Select the category of the activities from the list
- Activity Date : Choose the date/date range of your Activity, for a single day activity click the same date twice.
- Activity Time (Optional) : Mention the activity time if you would like to share it with us, otherwise it is not mandatory
- Location : Mention the location at which the activity took place.
- Share Links : Share Links of Youtube videos, social media posts of your activities.
- Upload Files : Upload files, images to describe your activities.
- Additional Information : Write down any additional Information if you would like to share with us.
- After filling the details, press the submit button and your event/activity has been uploaded.

On Pressing the button of Upload Your Karyanjali, you will land on this webpage :

Share Your Karyanjali

Karyanjali Upload

Share Links (eg. Youtube, Twitter, Google Drive)

Upload files

Additional Information

Here you can fill in your details as follows:

- Title : Give Your Karyanjali a Title (Eg : My Karyanjali)
- Karyanjali Date : Choose the date/ date range of your Karyanjali
- Location : Mention the location of your Karyanjali
- Share Links : Share Links of Youtube videos, social media posts.
- Upload Files : Upload files, Images to describe your Karyanjali.
- Additional Information : Write down any additional information if you would like to share with us.
- After filling the details, press the submit button and share with us your karyanjali.