

User Manual of Updating of LGED Website for Unit

LGED web portal has given access to Unit Admin to upload information of each unit at LGED website.

How to use?

1. Please type www.lged.gov.bd/Admin/Login.aspx to the address bar of your Internet browser like Mozilla Firefox, Internet Explorer etc. and you will get the following screen:

2. Please type your **User Name** and **Password** and click on **Login**.
3. The following window will appear:

Name	Short Name	Unit Contact Number	Unit Address	
MIS Unit	MIS	+88-02-9128405	Level-4, LGED Bhaban, Agargaon, Shere Bangla Nagar Dhaka-1207, Bangladesh.	Delete

4. Firstly, change your password and re-enter to the page.

mis | Logout | Home | Feedback | LGED Webmail | **Change Password** ← Change your password from here

LOCAL GOVERNMENT ENGINEERING DEPARTMENT
Local Government Division
Ministry of Local Government, Rural Development & Cooperatives

Unit Info
Unit Entry
About
Function
Function Detail
Resources
Publication
Achievements
Photo Gallery
Employee Info

Unit Entry

Name: MIS Unit
Short Name: MIS
Unit Contact Number: +88-02-9128405
Unit Address: Level-4, LGED Bhaban, Agargaon, Shere Bangla Nagar Dhaka-1207.Bangladesh.
Email: mis@lged.gov.bd
FAX: +88-02-9128405
Image Size: 490*400
Logo: No file selected.

Name	Short Name	Unit Contact Number	Unit Address	
MIS Unit	MIS	+88-02-9128405	Level-4, LGED Bhaban, Agargaon, Shere Bangla Nagar Dhaka-1207.Bangladesh.	Delete

5. **Unit Entry** page contains Unit Contact Information covering Address, Phone Number, Email, etc. Enter the information in respective boxes and click on **Save** to add or update those information.

Output in the Web Portal will be as following:

MIS Menu
■ MIS Home
■ MIS About Us
■ MIS Function
■ Resources
■ Personnel Info
■ Publication
■ Achievements
■ Photo Gallery
■ **Contact us**

MIS UNIT, Contact US

Local Government Engineering Department (LGED)
MIS Unit
Level-4, LGED Bhaban, Agargaon, Shere Bangla Nagar Dhaka-1207.Bangladesh.

Phone :+88-02-9128405
Fax : +88-02-9128405
E-mail : mis@lged.gov.bd

MIS Function
Local Area Network design and development
Internet service provide to LGED officials
Website Development and maintenance
Software Development and maintenance
Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files
To establish and maintain communications between internal users and external personnel through an email system and the internet
To establish and maintain security system in terms of backup power supplies, effective virus protection procedures

LGED, MIS

Local Government Engineering Department (LGED)
Level-4, LGED Bhaban, Agargaon, Shere Bangla Nagar Dhaka-1207.Bangladesh.
+88-02-9128405

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6. Click on **Unit Info> About** .To add header image, click on Browse and select the image (size must be less than 490x400 pixels). Enter brief description about unit in Details text box. After uploading these information, click on **Save** button.

Unit Info
Unit Entry
About
Function
Function Detail
Resources
Publication
Achievements
Photo Gallery
Employee Info

About

Unit: MIS
Header Image Path: Image Size: 490*400
Browse... No file selected.
Details

Font: Arial
Size: 2 (10 Pt)

One of the major functions of LGED is to provide technical support to local government institutions throughout the country along with development and maintenance of rural and urban infrastructure. In doing so, information and communications technology is essential tool to perform with efficiency. LGED started computerization at the head quarter level in late 1980s. During early 1990s, computers were provided at district and upazila level. GIS and MIS units were established in 1992. Local Area Network (LAN) at head quarter level were established in 1996 with fiber optic backbone. At that time, district offices could connect LGED server through dial-up for e-mail access. Present State of Network and Servers: More than 700 computers at LGED HQ are connected to 7 servers through hubs and switches. Broadband internet service is obtained by DDN connectivity with BTCL (former BTCL).

Enter Brief Description of Unit Here

Save Cancel

Output at the Web Portal will be as following:

MIS Menu	MIS Unit, About Us	MIS Function
<ul style="list-style-type: none"> MIS Home MIS About Us MIS Function Resources Personnel Info Publication Achievements Photo Gallery Contact us 	<p>One of the major functions of LGED is to provide technical support to local government institutions throughout the country along with development and maintenance of rural and urban infrastructure. In doing so, information and communications technology is essential tool to perform with efficiency. LGED started computerization at the head quarter level in late 1980s. During early 1990s, computers were provided at district and upazila level. GIS and MIS units were established in 1992. Local Area Network (LAN) at head quarter level were established in 1996 with fiber optic backbone. At that time, district offices could connect LGED server through dial-up for e-mail access. Present State of Network and Servers: More than 700 computers at LGED HQ are connected to 7 servers through hubs and switches. Broadband internet service is obtained by DDN connectivity with BTCL (former BTCL).</p>	<p>Local Area Network design and development</p> <p>Internet service provide to LGED officials</p> <p>Website Development and maintenance</p> <p>Software Development and maintenance</p> <p>Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files</p> <p>To establish and maintain communications between internal users and external personnel through an email system and the internet</p> <p>To establish and maintain security system in terms of backup power supplies, effective virus protection procedures</p>



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7. Click on **Unit Info> Function**, the following screen will appear where you can add unit functions. Click on Save button after entering each function.

Unit Info
Unit Entry
About
Function
Function Detail
Resources
Publication
Achievements
Photo Gallery
Employee Info

Function

Unit:

Enter the Functions of Unit Here

Save Cancel Search

Unit	Function		
MIS Unit	Local Area Network design and development	Edit	Delete
MIS Unit	Internet service provide to LGED officials	Edit	Delete
MIS Unit	Website Development and maintenance	Edit	Delete
MIS Unit	Software Development and maintenance	Edit	Delete
MIS Unit	Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files	Edit	Delete
MIS Unit	To establish and maintain communications between internal users and external personnel through an email system and the internet	Edit	Delete
MIS Unit	To establish and maintain security system in terms of backup power supplies, effective virus protection procedures	Edit	Delete

Output at the Web Portal will be as following:

LGED District Portal
Select
Go
Home Projects Digital Map Road Database Webmail

MIS Menu

- MIS Home
- MIS About Us
- MIS Function
- Resources
- Personnel Info
- Publication
- Achievements
- Photo Gallery
- Contact us

LGED, MIS



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MIS Unit, Home



One of the major functions of LGED is to provide technical support to local government institutions throughout the country along with development and maintenance of rural and urban infrastructure. In doing so, information and communications technology is essential tool to perform with efficiency. LGED started computerization at the head quarter level in late 1980s. During early 1990s, computers were provided at district and upazila level. GIS and MIS units were established in 1992. Local Area Network (LAN) at head quarter level were established in 1996 with fiber optic backbone. At that time, district offices could connect LGED server through dial-up for e-mail access. Present State of Network and Servers: More than 700 computers at LGED HQ are connected to 7 servers

MIS Function

- Local Area Network design and development
- Internet service provide to LGED officials
- Website Development and maintenance
- Software Development and maintenance
- Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files
- To establish and maintain communications between internal users and external personnel through an email system and the internet
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8. Click on **Unit Info> Function Detail**. Enter function details in Details text box and click on Save button.

Unit Info

- Unit Entry
- About
- Function
- Function Detail**
- Resources
- Publication
- Achievements
- Photo Gallery
- Employee Info

Function Details

Unit: MIS

Details

Size: 2 (10 Pt) Font: Verdana

- Develop and maintain Local Area Networks required for the data requirements and normal office functions of the various LGED offices.
- Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files.
- To procure, install and maintain adequate numbers of desktop and portable computer for all LGED personnel.
- To procure and / or develop and maintain the necessary software required for the various types of data and for normal office requirements.
- To establish and maintain communications between internal users and external personnel through an email system and the internet.
- To establish and maintain security system in terms of backup power supplies, effective virus protection procedures, access controls and user certification and data backup procedures.
- To operate and assistance service to network and MIS users through the establishment of a help line and hardware and software support services.

Enter Function Details Here

Save Cancel

Output at the Web Portal will be as following:

LGED District Portal Select Go

Home Projects Digital Map Road Database Webmail

MIS Menu

- MIS Home
- MIS About Us
- MIS Function**
- Resources
- Personnel Info
- Publication
- Achievements
- Photo Gallery
- Contact us

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MIS Unit, Function Details

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9. Click on **Unit Info> Resources** menu to add unit resources.

Unit Info

- Unit Entry
- About
- Function
- Function Detail
- Resources**
- Publication
- Achievements
- Photo Gallery
- Employee Info

Resources

Unit: MIS

Details

Local Area Network:

More than 700 computers at LGED HQ are connected to 7 servers through hubs and switches. There are two Domain controllers in two Building (Main Building and RDEC building) to maintain the LAN sharing between users. MIS Unit controls the Domain Controllers servers and maintains the Local Area Network to get the best output from the LAN.

Web Portal Development and maintenance:

The LGED website features included:

1. Homepage
2. District LGED web portal
3. Individual Project web portal
4. Unit of LGED web portal
5. Digital MAP Download option
6. All LGED road database
7. LGED Personnel database
8. LGED Project Monitoring System
9. LGED Public procurement
10. All LGED activities and information

Hope Page:

Save Cancel

Home | About LGED | Projects | Head Quarters | Field Level |

Output at the Web Portal will be as following:

MIS Menu

- MIS Home
- MIS About Us
- MIS Function
- Resources**
- Personnel Info
- Publication
- Achievements
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MIS Unit, Resources

Local Area Network:

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Hope Page:

A very lucrative and smart dynamic home page has developed according to guideline of LGED authority personnel.

District LGED web portal:

Dynamic web portal has been developed for each district LGED office. All district LGED office contain its individual content information and individual menu.

Individual Project web portal :

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ID=6

10. Click on **Unit Info> Publication** to upload various documents, reports and books related to unit. Enter Material Title, Publish Date and click on Browse to select the file. Finally, click on Save.

Unit Info

- Unit Entry
- About
- Function
- Function Detail
- Resources
- Publication**
- Achievements
- Photo Gallery
- Employee Info

Publication

Unit: MIS

Title:

Publish Date:

File Path: No file selected.

Title	Publish Date	File Path		
ICT in LGED	30/06/2011	Uploaded File	Edit	Delete

Output in the Web Portal will be as following:

LGED District Portal

Home Projects Digital Map Road Database Webmail

MIS Menu

- MIS Home
- MIS About Us
- MIS Function
- Resources
- Personnel Info
- Publication**
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- Contact us

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MIS Unit, Publication

Sl.	Title	Publish Date	Download
1	ICT in LGED	30/06/2011	

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11. Click on **Unit Info> Achievements** to add unit achievements. To add image, click on Browse and select the image file (image size must be less than 490x350 pixels). Finally click on **Save**.

12. Click on the **Unit Info>Photo Gallery** to create unit photo gallery where you can upload photos. Enter **Gallery Name** and click on **Save**.

Name	# of Images	Add Image
MIS Photo		Add Images

13. After creating the unit photo gallery click the **Add Image** link to upload images to the photo gallery. You can upload four images at a time. Click **Browse** button to select images (image size must be less than 1MB) and then click the first **Save** button to upload them to the photo gallery. After uploading, you can see those images listed below with **caption** text box. Write or update caption to caption box. To delete images, just select the delete checkbox of every image that you want to delete. Finally, click that second **Save** button.

Unit Info	Project Photo Gallery Upload
Unit Entry	Browse... No file selected.
About	Browse... No file selected.
Function	Browse... No file selected.
Function Detail	Browse... No file selected.
Resources	Save
Publication	
Achievements	
Photo Gallery	
Employee Info	

Caption Box	Photo
<input type="text"/> delete	
<input type="text"/> delete	
<input type="text"/> delete	
<input type="text"/> delete	

Save

Output of the Web Portal will be as following:

LGED District Portal		Home	Projects	Digital Map	Road Database	Webmail
MIS Menu <ul style="list-style-type: none"> MIS Home MIS About Us MIS Function Resources Personnel Info Publication Achievements Photo Gallery Contact us 	MIS , Photo Gallery <div>     </div>	MIS Function <ul style="list-style-type: none"> Local Area Network design and development Internet service provide to LGED officials Website Development and maintenance Software Development and maintenance Develop & Maintain suitable and reliable central file server facilities for the storage of all files including databases and graphics files To establish and maintain communications between internal users and external personnel through an email system and the internet To establish and maintain security system in terms of backup power supplies, effective virus protection procedures 				

LGED, MIS
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14. Select **Employee Info> Personnel info** and enter the personal information of unit key-officials. Click on **Save** after providing information of each personnel.

Unit Info
Employee Info
Personnel Info

Personnel Info

Name*

Email

Current Designation*

District Office

Current Project

Current Unit

Sl.	Name	Designation	District Office	Unit	Project	Email	
1	Md. Sohel Rana	Sr. AE		MIS			Edit Delete
2	Iftexhar Ahmed	SE		MIS			Edit Delete
3	Mohammaad Rezaul Karim	XEN		MIS			Edit Delete
4	Rokibul Hasan	AE		MIS		rokib.ce@gmail.com	Edit Delete

Output of the Web Portal will be as following:

MIS Menu

- MIS Home
- MIS About Us
- MIS Function
- Resources
- Personnel Info**
- Publication
- Achievements
- Photo Gallery
- Contact us

MIS Unit, Personnel Info

Sl.	Name	Designation	Email
1	Iftexhar Ahmed	Superintending Engineer	
2	Mohammaad Rezaul Karim	Executive Engineer	
3	Proshanto Kumer Koberaz	System Analyst	systemanalyst@lged.gov.bd
4	Md. Sohel Rana	Senior Assistant Engineer	
5	Rokibul Hasan	Assistant Engineer	rokib.ce@gmail.com

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LGED, MIS



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1207, Bangladesh.

Contacts for Help:

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E-mail : zislam@lged.gov.bd