

MONTHLY DATA SUBMISSION IN Jute-SMART

Monthly Data April 2018 onwards have to be submitted through Jute-SMART portal (click links below after going "**Transaction**" link):

- [Raw Jute Inventory](#)
- [Jute Goods](#)
- [Manpower & Productivity Report](#)
- [Raw Jute Purchase Details](#)
- [Report On CESS Return](#)

- The last date of data submission of May 2018 from this month (i.e. June 2018) onwards is 12:00 am, 10th of the every month. So 10th June 2018 is the last date for data submission through JuteSMART and no extension will be possible.
- Further, mills can also make corrections/add information in data submitted for last month, i.e. April 2018 in the current month by 10th June 2018 (no need to submit the data if it is already submitted).
- **Auto-save** option is not applicable in Jute Smart. So the Data Entry Operator is requested to keep saving data continuously while entering data and also save the data finally for submission after filling up all tabs. The saved data can be accessed/seen anytime through mill's login.
- Upon logging in to JUTE SMART through mill's login & password, mills have to fill data in "**Transaction**" link, then go to "**Reports**" Tab for "**Downloads**" & **Print** the Reports for the purpose of mills documentation. The entire reports names are same as Entry Screen link names in "**Transaction**" Tab.
- The **Save/Apply Changes** button in this new version is similar to the Submit button in earlier version (**Online Return Submission**).
- The **print option (in PDF format)** is presently enabled only for Manpower & Productivity Report and will be enabled for other reports by 1st July 2018.
