

User-manual
Of
General Manager (GM)
For
Telangana Scheduled Castes Co-Operative
Development Corporation Ltd (TSCCDCL)
Government of Telangana

Submitted by:



Centre for Good Governance	 CENTRE FOR GOOD GOVERNANCE Knowledge • Technology • People	E-Gov – 013 V1.0
QA Testing Request for Change Request		W. E. F. 01/29/2018

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Documentation Process:

	Prepared By	Reviewed By	Approved By
Name :	Rajesh.G	Sunitha.B	Purushottam.M
Designation :	Project Associate	Project Leader	Project Manager
Date:	20-06-2019		

Version History:

Version No.	Date	Changed By	Changes made to Sections
0.1	20-06-2019	Rajesh (PA)	Initial Draft

Overview:

The main objective of this Program is to improve un employed youth (SC & BC-C - Communities in the state of Telangana) communication skills by training them on different courses depend up-on their interest and their education qualification.

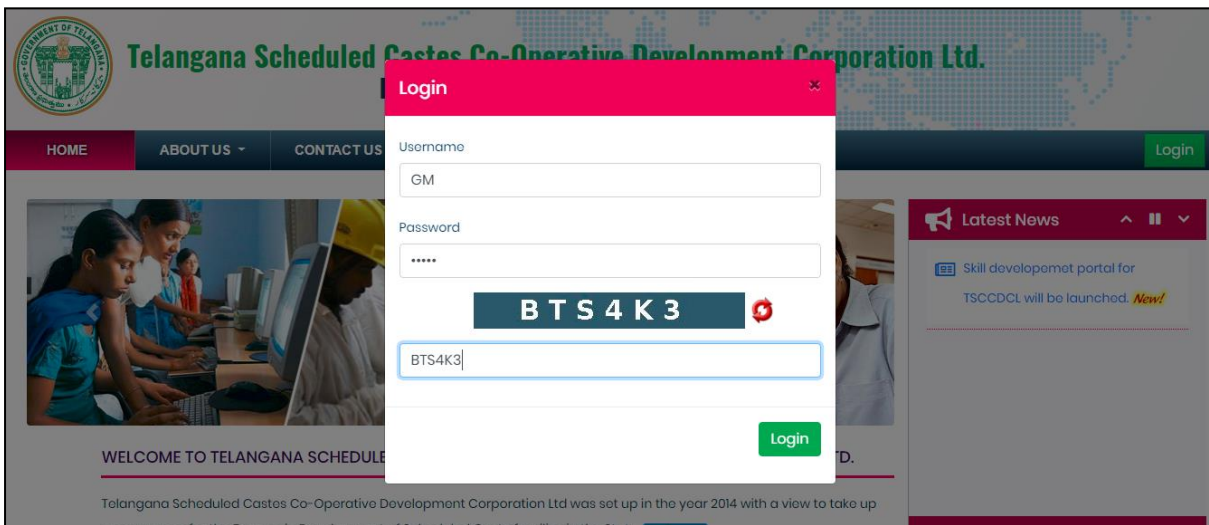
Web site address: <http://tsscbehavitha.cgg.gov.in/>

- 1) 1ST Bill Proceedings
- 2) 2nd Bill Proceedings

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GM Login:

Click on “**Login**” button as shown in below figure.



Step1: Enter “**Username**” as shown in above figure.

Step2: Enter “**Password**” as shown in above figure.

Step3: Enter “**Security Captcha**” as shown in above figure.

Step4: Then click on “**Login**” button as shown in above figure.

Approval for 1st Bill Proceeding:

Data Entry → Approvals → 1st Bill Proceeding



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 19 June 2019 WED - 12:34:45 PM

Approvals

- 2nd bill proceedings
- 1st bill proceeding

Welcome To: GM

Click here

Click on “1st Bill Proceeding” sub menu item as shown in above figure.

To Approve Proceeding:



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 19 June 2019 WED - 12:36:56 P

Approved Batches

Search:

Sl.No.	District	Batch Code	Training Partner	Proceeding number	Proceeding Date	Amount	View Proceeding	View Note File	View Candidates	Approve	Reject	Reject Remarks
1	RANGA REDDY	3	National Academy of Construction	SC/NAC/30 /3/h	18/06/2019	5658.0	Proceeding	Note File	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

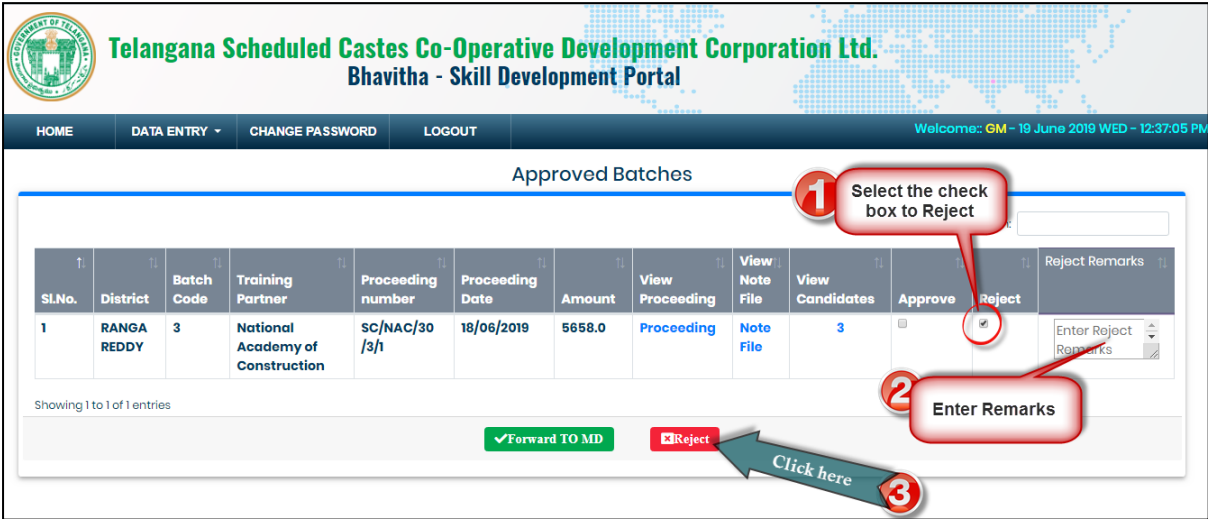
Showing 1 to 1 of 1 entries

Click here

Step1: Select Approve check box as shown in above figure.

Step2: Click on “Forward to MD” button as shown in above figure.

To Reject Proceeding:



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 19 June 2019 WED - 12:37:05 PM

Approved Batches

Sl.No.	District	Batch Code	Training Partner	Proceeding number	Proceeding Date	Amount	View Proceeding	View Note File	View Candidates	Approve	Reject	Reject Remarks
1	RANGA REDDY	3	National Academy of Construction	SC/NAC/30 /3/1	18/06/2019	5658.0	Proceeding	Note File	3	<input type="checkbox"/>	<input type="checkbox"/>	Enter Reject Remarks

Showing 1 to 1 of 1 entries

Click here

Step1: Select reject check box as shown in above figure.

Step2: Enter remarks as shown in above figure.

Step3: Click on **Reject** button as shown in above figure.

Approval for 2nd Bill Proceeding:

Data Entry → Approvals → 2nd Bill Proceeding



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 20 June 2019 THU - 12:47:22 PM

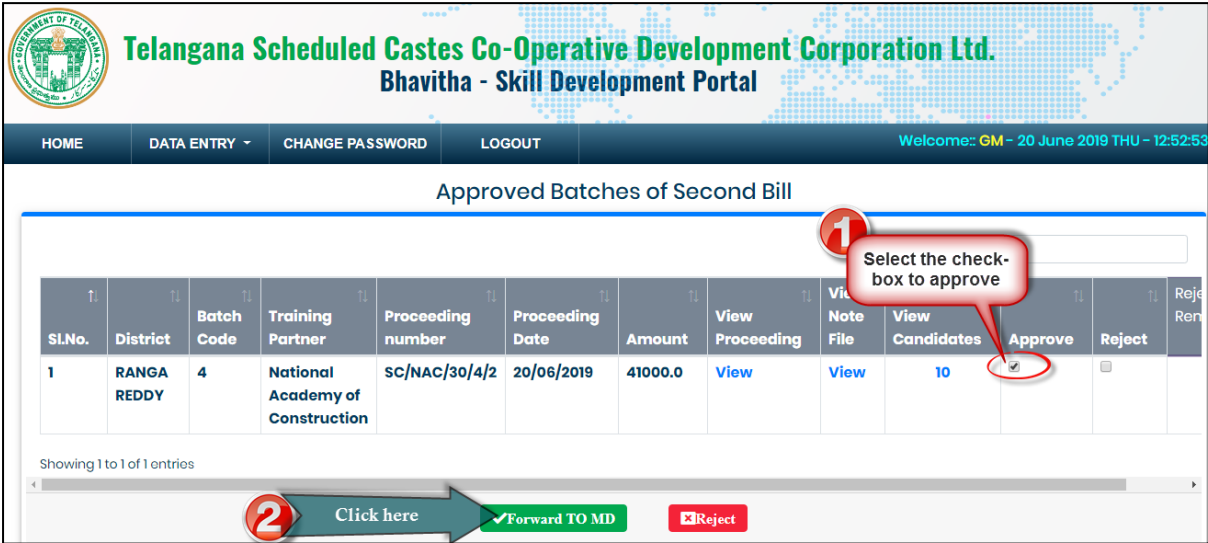
Approvals

- 1st bill proceeding
- 2nd bill proceedings

Welcome To: GM

Click on **2nd Bill Proceeding** sub menu item as shown in above figure.

To Approve Proceeding:



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 20 June 2019 THU - 12:52:53

Approved Batches of Second Bill

SLNo.	District	Batch Code	Training Partner	Proceeding number	Proceeding Date	Amount	View Proceeding	View Note File	View Candidates	Approve	Reject	Rejcd Rem
1	RANGA REDDY	4	National Academy of Construction	SC/NAC/30/4/2	20/06/2019	41000.0	View	View	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Showing 1 to 1 of 1 entries

Click here [Forward TO MD](#) [Reject](#)

Step1: Select Approve check box as shown in above figure.

Step2: Click on “**Forward to MD**” button as shown in above figure.



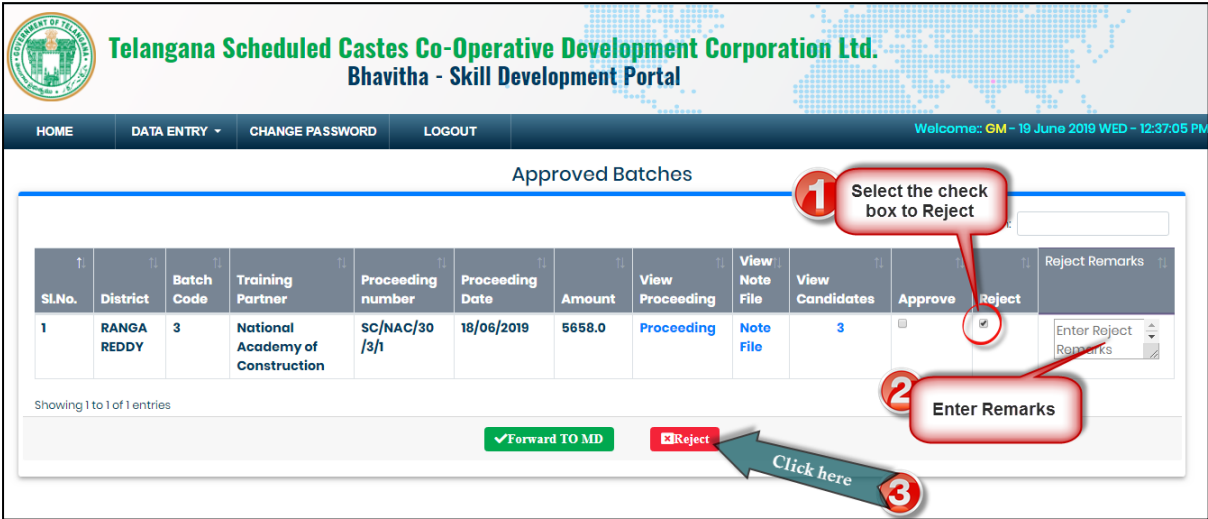
Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 20 June 2019 THU - 12:54:08 PM

Invoice Successfully Forwarded..
 Approved Batches of Second Bill

Then system display success message as shown in above figure.

To Reject Proceeding:



Telangana Scheduled Castes Co-Operative Development Corporation Ltd.
Bhavitha - Skill Development Portal

HOME DATA ENTRY CHANGE PASSWORD LOGOUT Welcome: GM - 19 June 2019 WED - 12:37:05 PM

Approved Batches

Sl.No.	District	Batch Code	Training Partner	Proceeding number	Proceeding Date	Amount	View Proceeding	View Note File	View Candidates	Approve	Reject	Reject Remarks
1	RANGA REDDY	3	National Academy of Construction	SC/NAC/30/31	18/06/2019	5658.0	Proceeding	Note File	3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Enter Reject Remarks

Showing 1 to 1 of 1 entries

Click here

Step1: Select reject check box as shown in above figure.

Step2: Enter remarks as shown in above figure.

Step3: Click on "Reject" button as shown in above figure.