Wood Based Industries MIS Haryana Forest Department



User Interface Design Document

Version 1.1

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1.0 NEW USER REGISTRATION AND LOGIN

1.1 NEW REGISTRATION

User: For submitting the proposal, a user agency has to register online at WOOD BASED INDUSTRIES MIS portal. Registration can be done in the following manner:

STEP 1:

Enter the link http://164.100.137.122 in the address bars of the web browser i.e. Internet Explorer, Mozilla Firefox, and Google Chrome etc. and press Enter. A Home page of the portal will appear as shown in Figure-1.1



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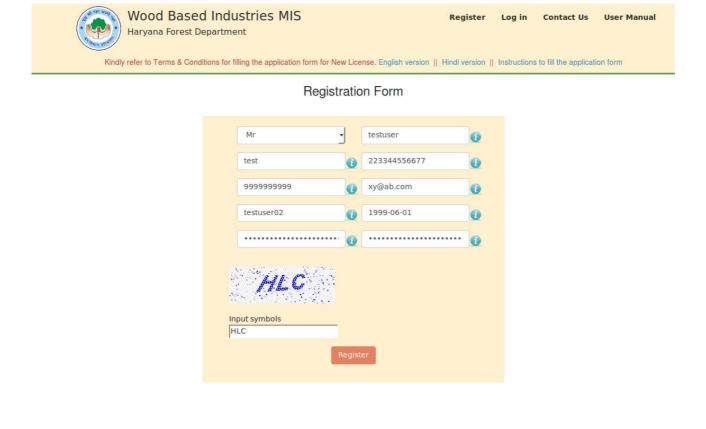
About Forest Department Haryana is primarily an agricultural state with almost 80% of its land under cultivation. The geographical area of the state is 44212 sq. km which is 1.3% of India's geographical area. It is not bestowed with bounty of natural forests and only 3.9% of its geographical area is under notified forests. Haryana Forest Department has 5086 registered units of mills. These are basically three types which includes Sawn, Veneer and Plywood.



Figure-1.1

STEP 2:

Click on the **"Register"** tab present at top right. User's Registration Form for the Online Submission will appear as shown in Figure-1.2



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Figure-1.2

STEP 3:

Fill-in the data in the above mentioned form and then press '**REGISTER**' button.

After successful registration, new user will get the registration mail on registered email-id as well as a notification by SMS at registered mobile number of Applicant.

1.2 LOGIN

To login into the portal, following needs to be done:

STEP 1:

Click on the 'Login' tab present at top right as shown in the Figure-1.3.



Haryana, Forest Department

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- Haryana Forest Department has 5086 registered units of mills. These are basically three types which includes Sawn, Veneer and Plywood.



Figure-1.3: Home Page of Portal

Login Form of the portal will appear as shown in the Figure-1.4



Input symbols DNJ Remember me? Log in Forgot your password?

New User Registeration

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Figure-1.4: Login Form

STEP 2: Enter the "User Name" in the text box.

STEP 3: Enter the "Password" in the text box.

STEP 4: Enter the code in the "**Input Symbols**" text box shown below to Captchaimage.

STEP 5: Click on **Login** button as shown in Figure-1.4 above.

NOTE: "Remember Me" can be selected in case user needs the system to remember the Username and Password entered.

STEP 6: Next page "**Verify**" will appear as shown in the Figure-1.5 below.

STEP 7: Enter the "Verification Code" received in the registered mobile number.

STEP 8: Click on "**Submit**" button as shown in the Figure-1.5 below.

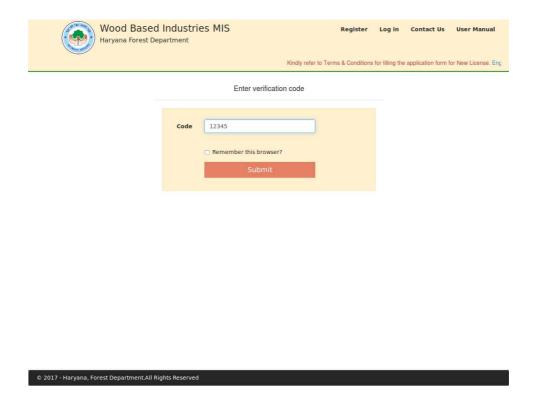


Figure-1.5: Verify User

After successful login, following page as shown in Figure-1.6 will display.

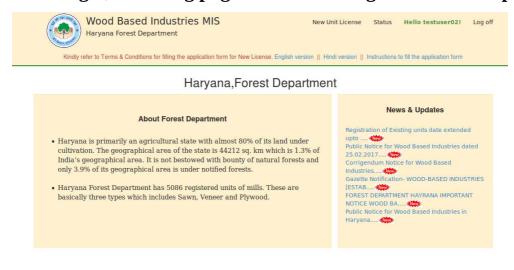


Figure-1.6: Login Page

1.3 CHANGE PASSWORD

User can change password by clicking on **Hello** testuser02 option present on right top of the menu. Following page as shown in the Figure-1.7 will display.



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Figure-1.7: Change Password

When user clicks on **Change your password** option shown in the Figure-1.7 following page as shown in Figure-1.8 will display.

STEP 1: Enter **Current Password** in the text box.

STEP 2: Enter **New Password** in the text box.

STEP 3: Enter **Confirm New Password** in the text box.

STEP 4: Click on **Change Password** option.

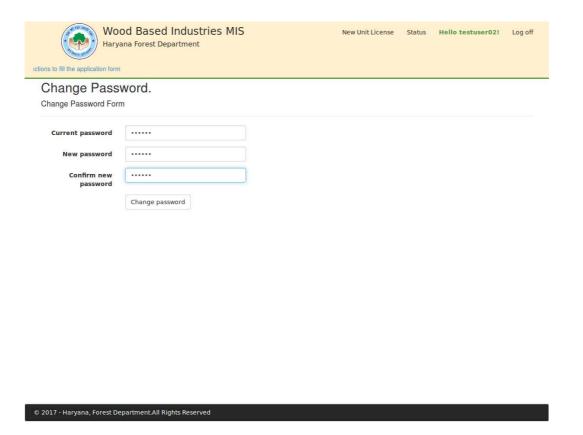


Figure-1.8: Password Details

After password has been changed message stating **"Your password has been changed."** will display as shown in the Figure-1.9

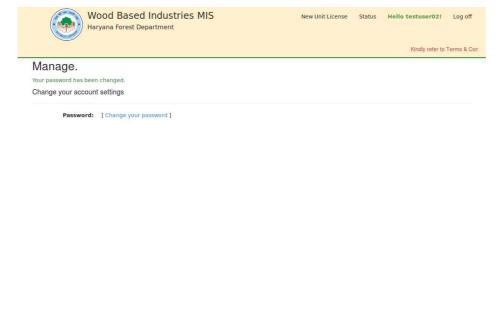


Figure-1.9: Password Change Confirmation

1.4 LOGOUT

To logout from the portal, click on the option "Log off" at the right corner of the screen as shown in the Figure-1.10.



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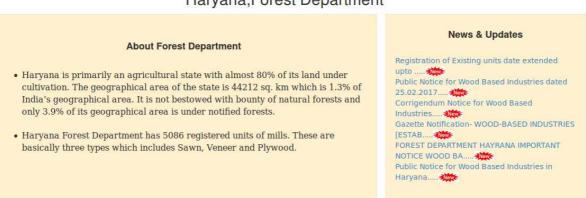


Figure-1.10: Log off option (on top right corner of page) for User

1.5 CONTACT US

Contact us details can be seen by clicking on the "Contact Us" option present at the top right corner of the home page and following page will display as shown in the Figure-1.11.

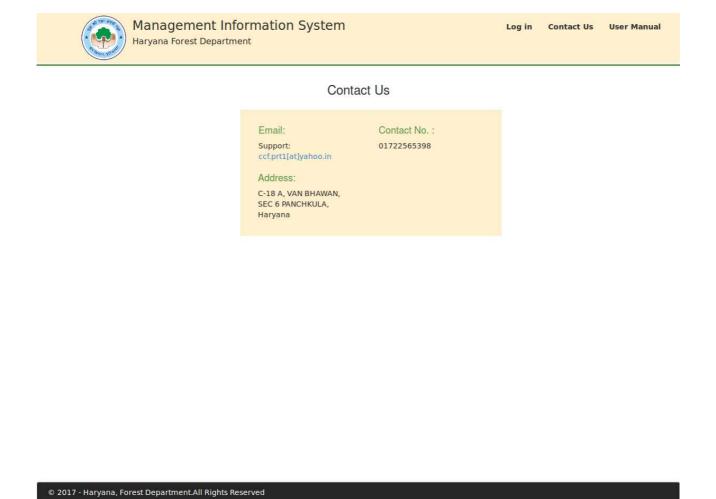


Figure-1.11: Contact Us details

2.0 New Unit License Details

2.1 APPLICATION FOR NEW UNIT LICENSE

Before starting filling the form, User can go through the instructions using the link "Kindly refer to Terms & Conditions for filling the application form for New License. English version || Hindi version || Instructions to fill the application form" as shown in the Figure 2.1

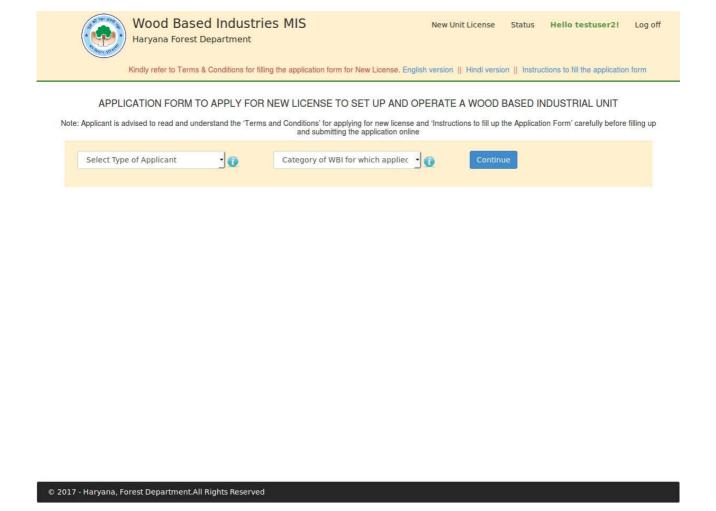


Figure-2.1 Terms & Conditions

User can start to fill the Application Form after he has read the **Terms & Conditions** carefully.

Following steps needs to be followed to fill the application form as shown in the Figure 2.2:

STEP 1: Select type of applicant from the drop down list.

STEP 2: Select Category of WBI for which applied.

STEP 3: Click on Continue.



Figure-2.2 Application for New Licence

After User clicks on **Continue** button, next page will open where User needs to fill their complete details as shown in Figure 2.3:

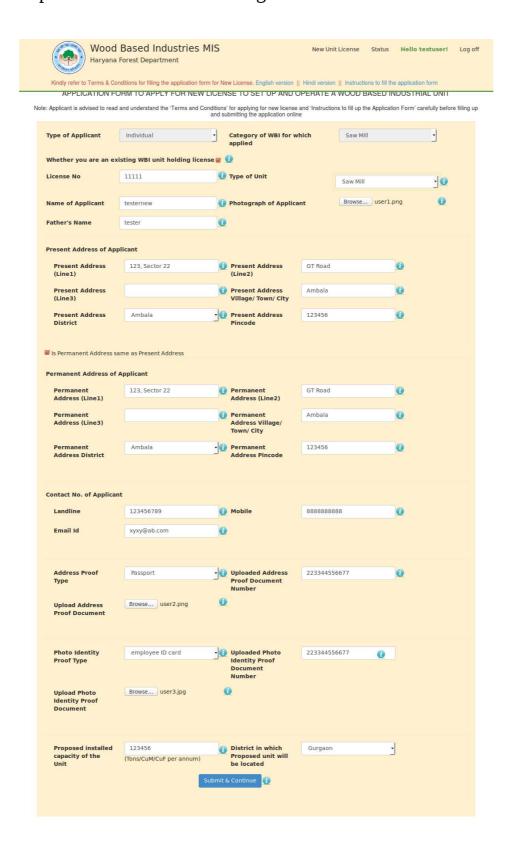


Figure-2.3 Application for New Licence

STEP 1: Whether you are an existing WBI unit holding license: If Yes: Enter Licence no. and Select Type of Unit

STEP 2: Enter **Name of Applicant** in the text box.

STEP 3: Upload **Photograph of Applicant**.

STEP 4: Enter Father's Name.

STEP 5: Enter details of **Present Address of Applicant** in the text box.

STEP 6: Select the box if **Permanent Address is same as Present Address else** Enter details of **Permanent Address of Applicant** in text box.

STEP 7: Enter **Contact No. of Applicant** in the text box.

STEP 8: Select **Address Proof Type** from the drop down list.

STEP 9: Enter **Uploaded Address Proof Document Number** in the text box.

STEP 10: Upload Address Proof Document.

STEP 11: Select **Photo Identity Proof Type** from the drop down list.

STEP 12: Enter **Uploaded Photo Identity Proof Document Number** in the text box.

STEP 13: Upload Photo Identity Proof Document.

STEP 14: Enter Proposed installed capacity of the Unit.

STEP 15: Select **District in which Proposed unit will be located** from the dropdown list

STEP 16: Click **Submit & Continue** button to proceed as shown in the Figure 2.3 above.

After successfully entering the details, user can **EDIT** the information by clicking on **EDIT** button (as shown in the Figure 2.4) and user will be then redirected to the page **Application for New Licence** (as shown in Figure 2.3) for editing the details.

If User doesn't want to make any changes, he can click on the **CONFIRM** button as shown in the Figure 2.4

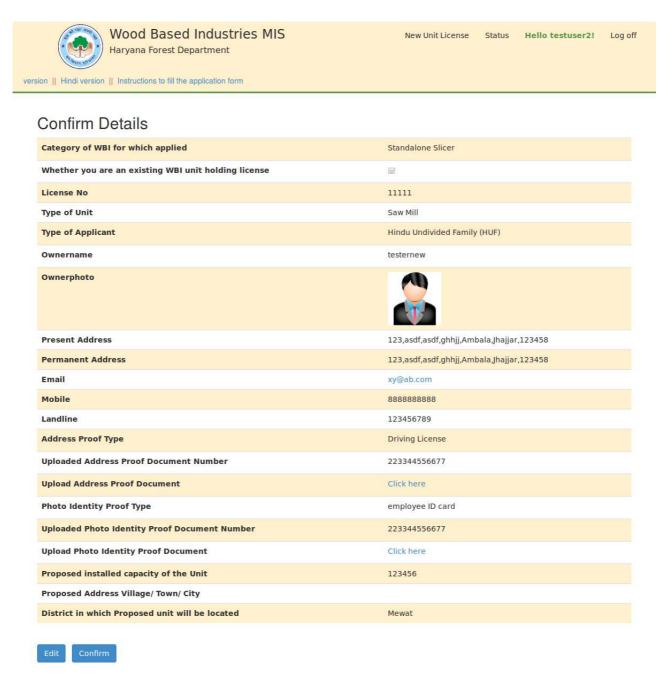


Figure-2.4 Confirm Details

After the user clicks on **CONFIRM** button, a new page containing the option to fill the details of required machinery by the user will open as shown in the Figure 2.5.

(**Note:** This page shown below in Figure 2.5 will vary as the category of WBI for which applied changes.)



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Figure-2.5 Fill Machinery Details

After entering the details, click on the box to accept the Terms and Condition and then Click on **SUBMIT** button as shown in Figure 2.5.

NOTE: <u>In order to add the machinery use "+" sign and to remove machinery use "-" sign.</u>

After the SUBMIT button, a page for Payment will open. User can make payment by selecting **Payment** option as shown in the Figure 2.6

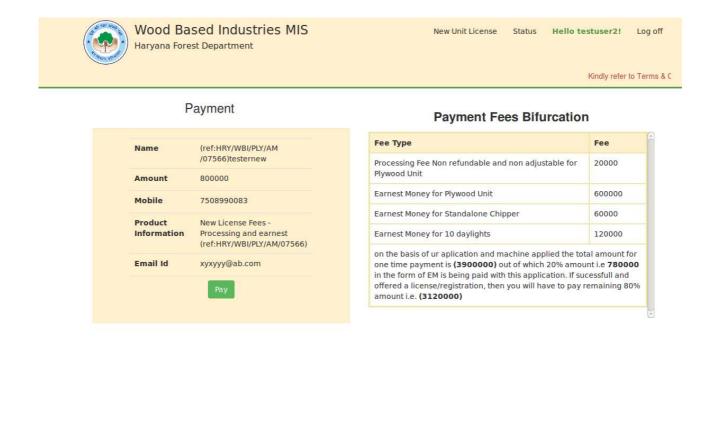


Figure-2.6: User can make Payment after clicking Pay option

After clicking on **Pay** option as shown in the Figure-2.6, the following page as shown in the Figure-2.7 will display and user can make payment using Credit card, Debit card or Net Banking.



Figure-2.7: Payment Page

After the successful payment, the following page as shown in the Figure 2.8 will display with the confirmation message 'Payment confirmation is in process'

NOTE: The payment status will remain 'Payment confirmation is in process' till the amount is received in the Government's account.

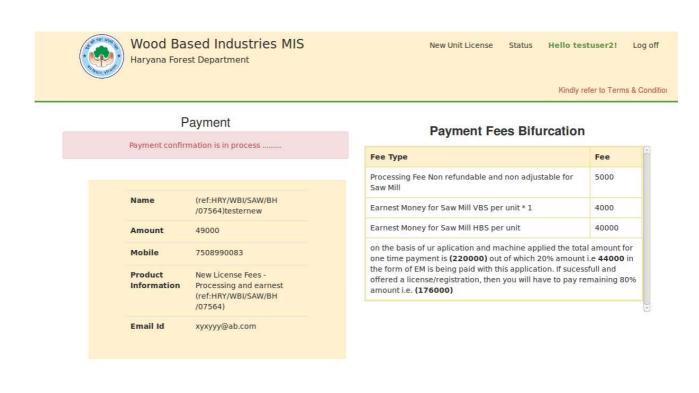


Figure-2.8: Payment Confirmation Page

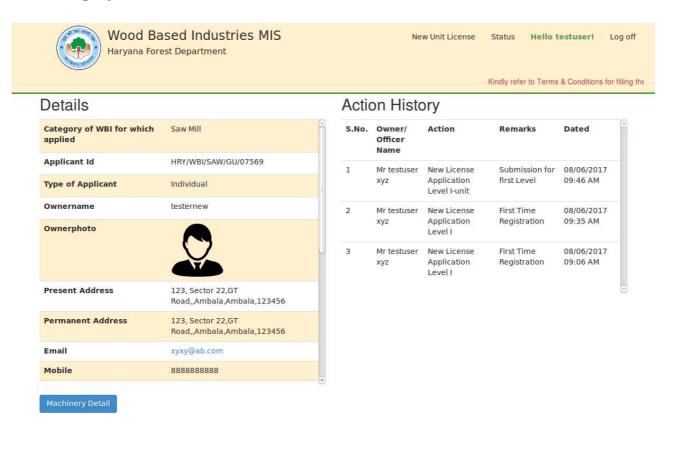
2.2 STATUS OF APPLICATION

• Status of the application can be viewed on clicking **Status** option present at top right position as shown in the Figure-2.9 and details can be seen by clicking **Details** option.



Figure-2.9: New License Application (1st Stage)

• User can check details entered by clicking on **Details** option as shown in Figure 2.9 above and the following page as shown in the Figure-2.10 will display.



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Figure-2.10 Details

• User can edit the application by clicking on REVIEW option also (shown in Figure 2.9) and the page as shown in the Figure-2.4 will display.

• On clicking **APPLICATION** option as shown in Figure 2.9, following page as shown in Figure 2.11 will display.

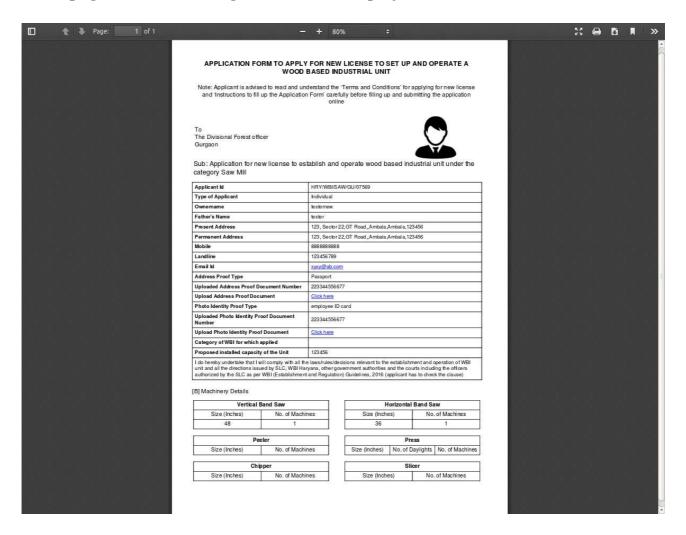


Figure-2.11 Application Form

• On selecting **Payment** option as shown in the Figure 2.9, the page as shown in the Figure 2.6 will display.