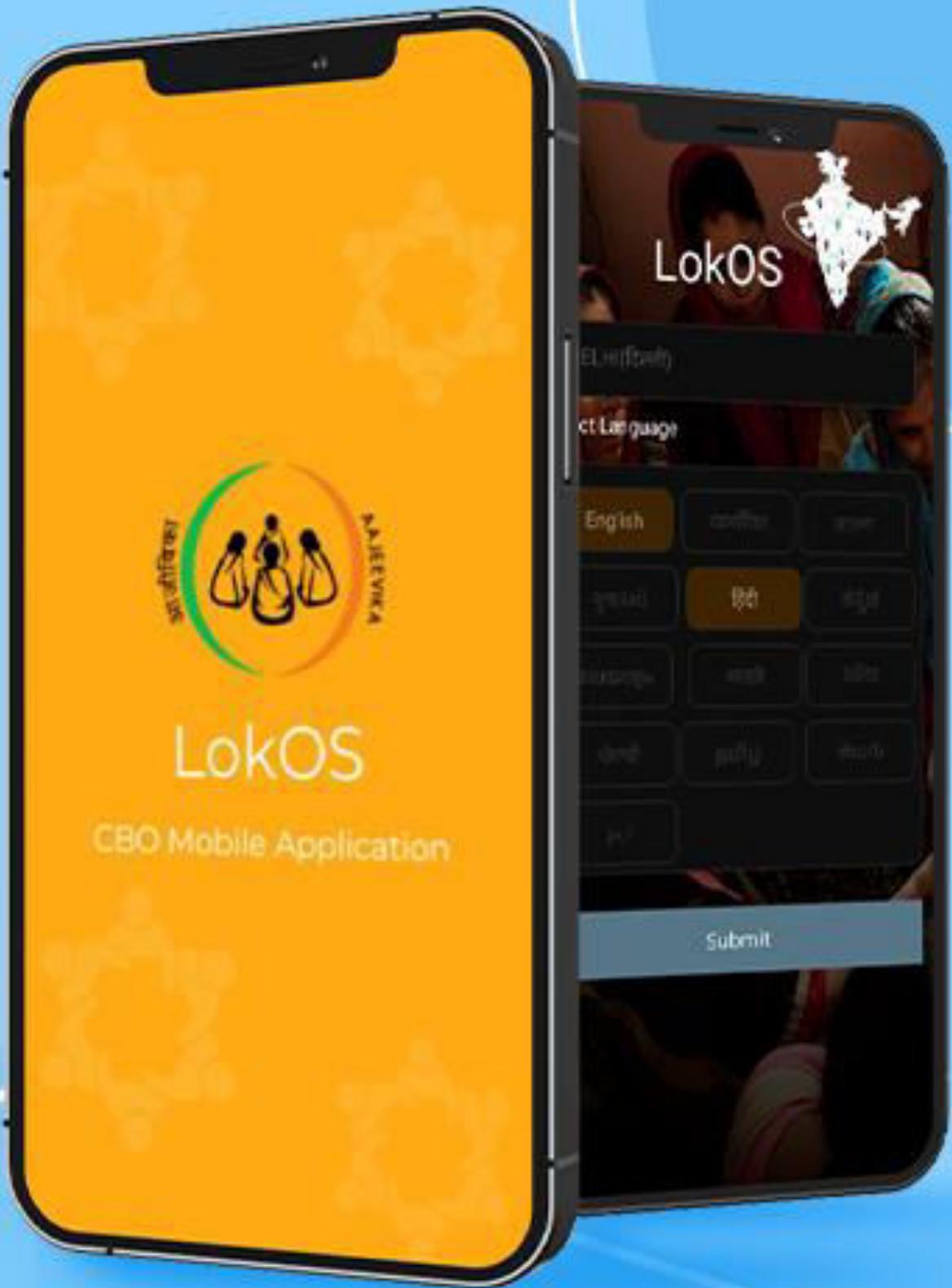




V0 Profile Entry

User Manual: Module 2



LokOS Mobile Application



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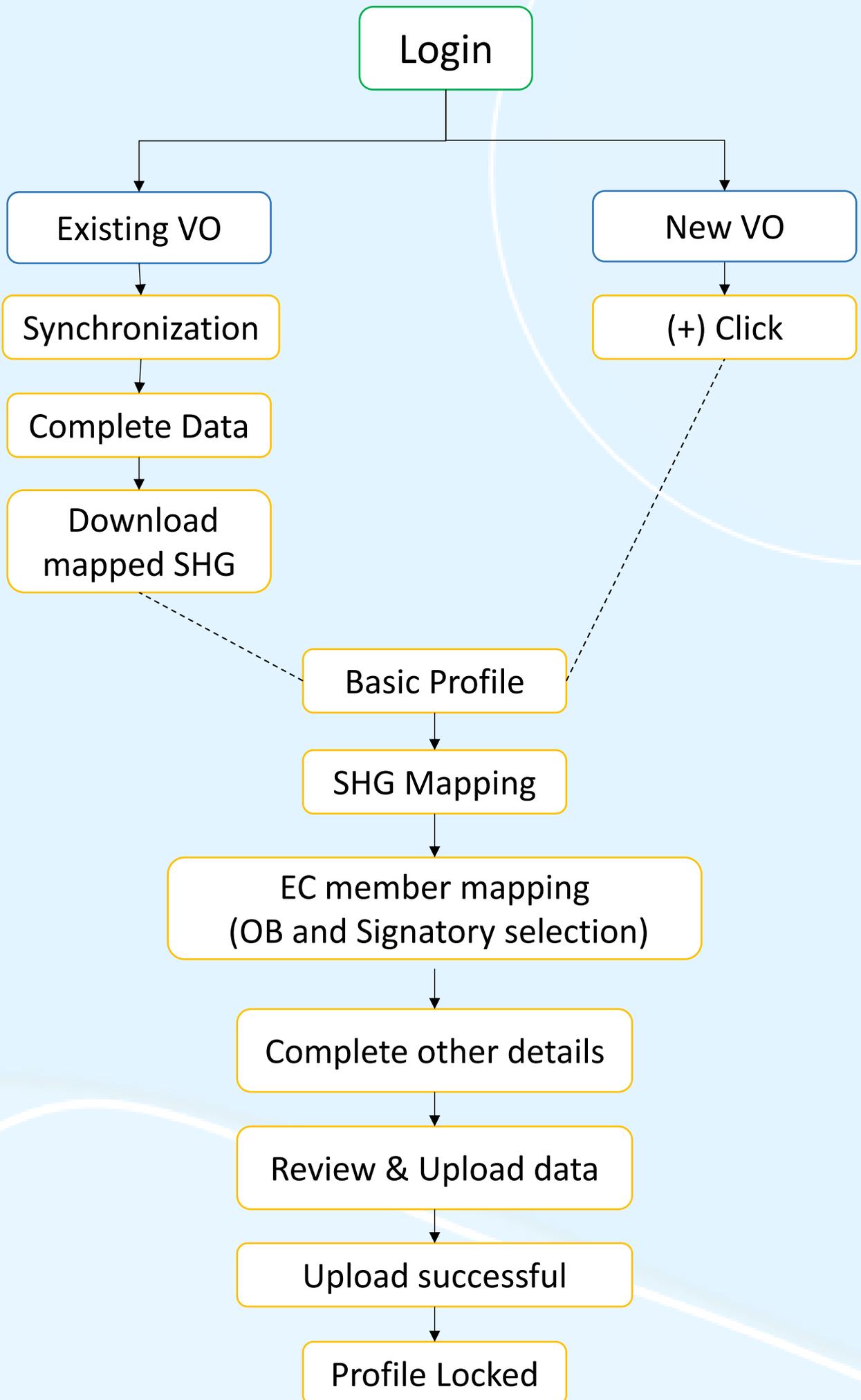
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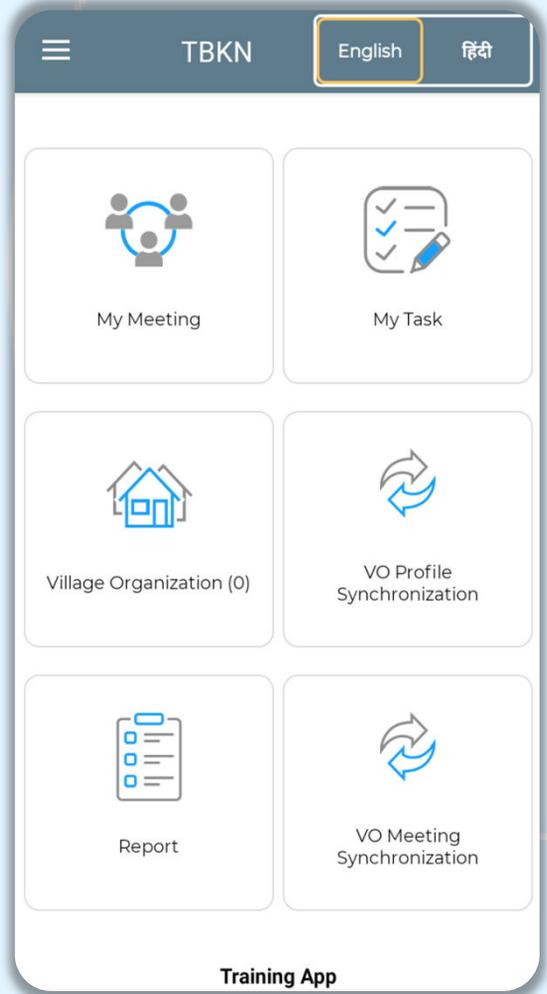
09 VO Inactive Screen



01 Activity Menu Screen



Live App Theme



Training App Theme

- 1 To record the VO transactions
- 2 Pending tasks
- 3 For accessing the VO profiles
- 4 Synchronization of the VO data with the server (Download and Upload)
- 5 For accessing the reports
- 6 Synchronization of the VO meeting data with server

Note:

- LokOS Training App (Demo) and LokOS Live App differ in terms of colour themes. Training app can also be identified using the "Training App" text at the bottom.



Activity Menu Screen for the User



1 To access the menu screen

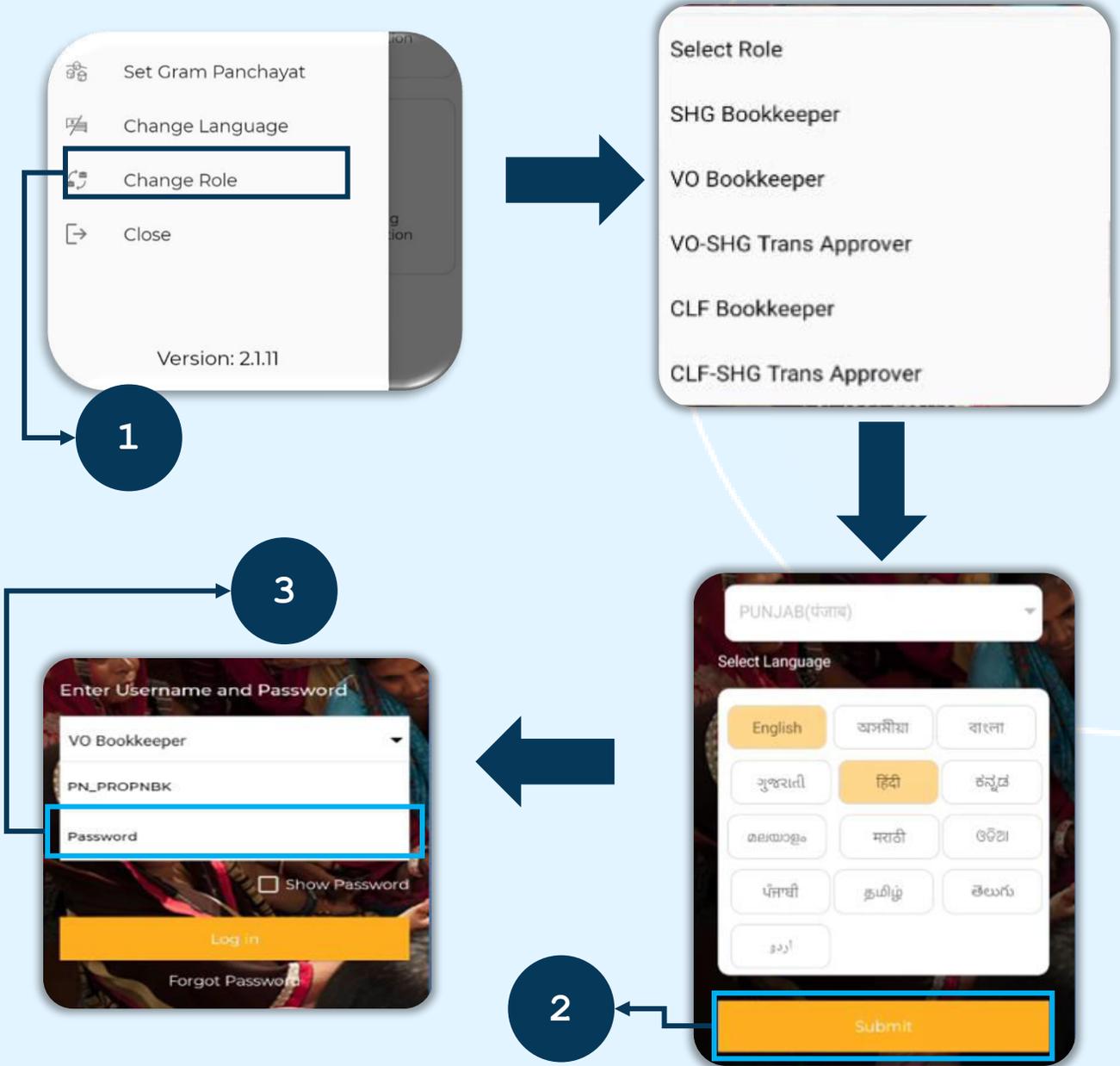
2 This section shows the user's name

3 To switch between English and the regional language



- 1 Can update the user image from the edit icon
- 2 The user will land on the Home Page
- 3 The user will be able to create a new VO
- 4 The user will see last synchronization date
- 5 The user can change Password
- 6 The user can view or change the selected GP/Village
- 7 The user can change the regional language
- 8 The user can change the Login Role
- 9 To exit from the application
- 10 To check the application version

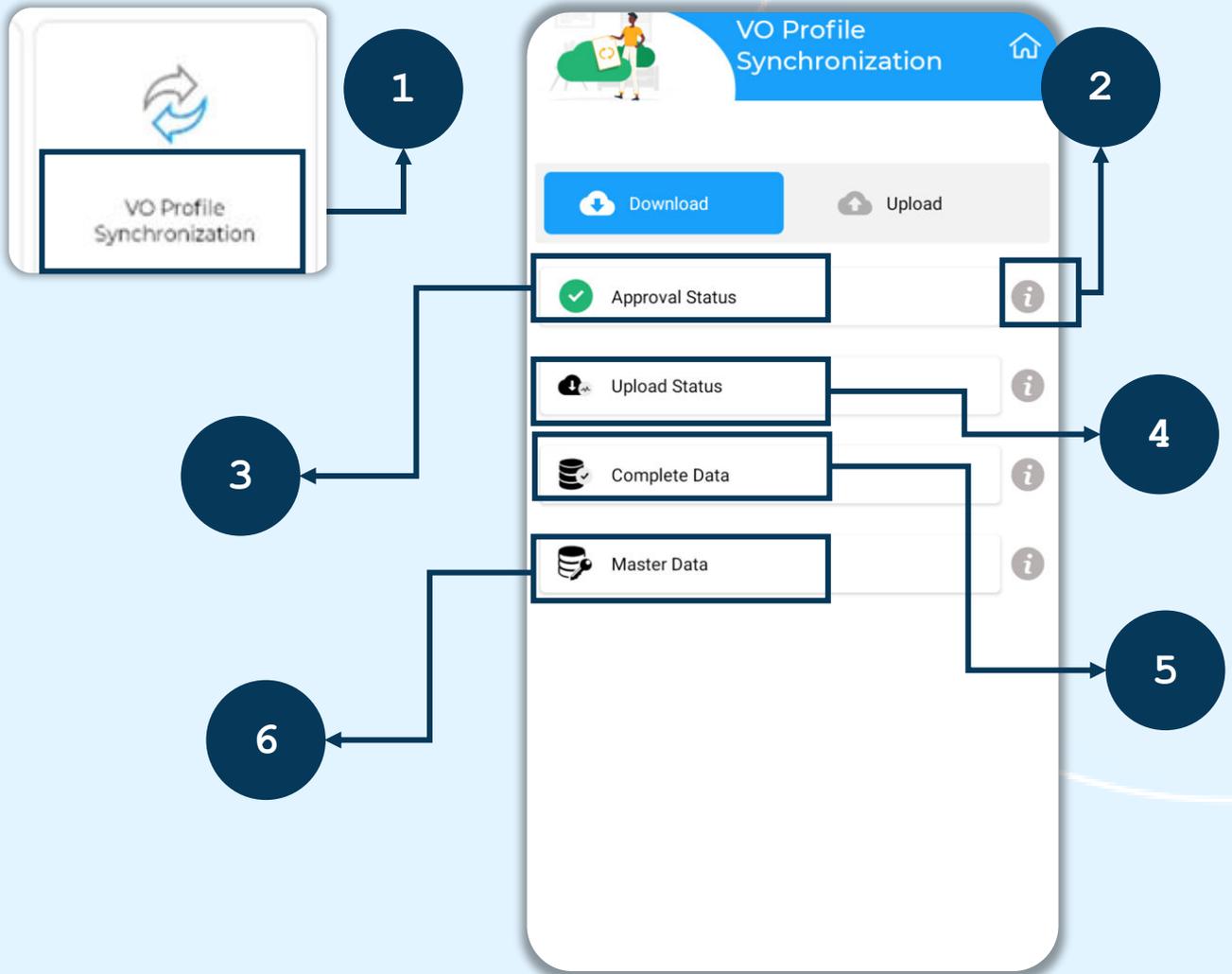
03 Role change process



- 1 Click on () 'Change Role' then select the Role
- 2 Click on 'Submit' button
- 3 Enter the password and click on 'Log in'

Note:

- Only users with multiple roles assigned by the Block Admin can Change Role
- After the first Change Role, only PIN will be required to Change Role



1 Click on the VO Profile Synchronization

2 Click on the i-button to know the functionality of each option

3 Download the approval status after BPM's approval

4 Download the status of successful/unsuccessful upload

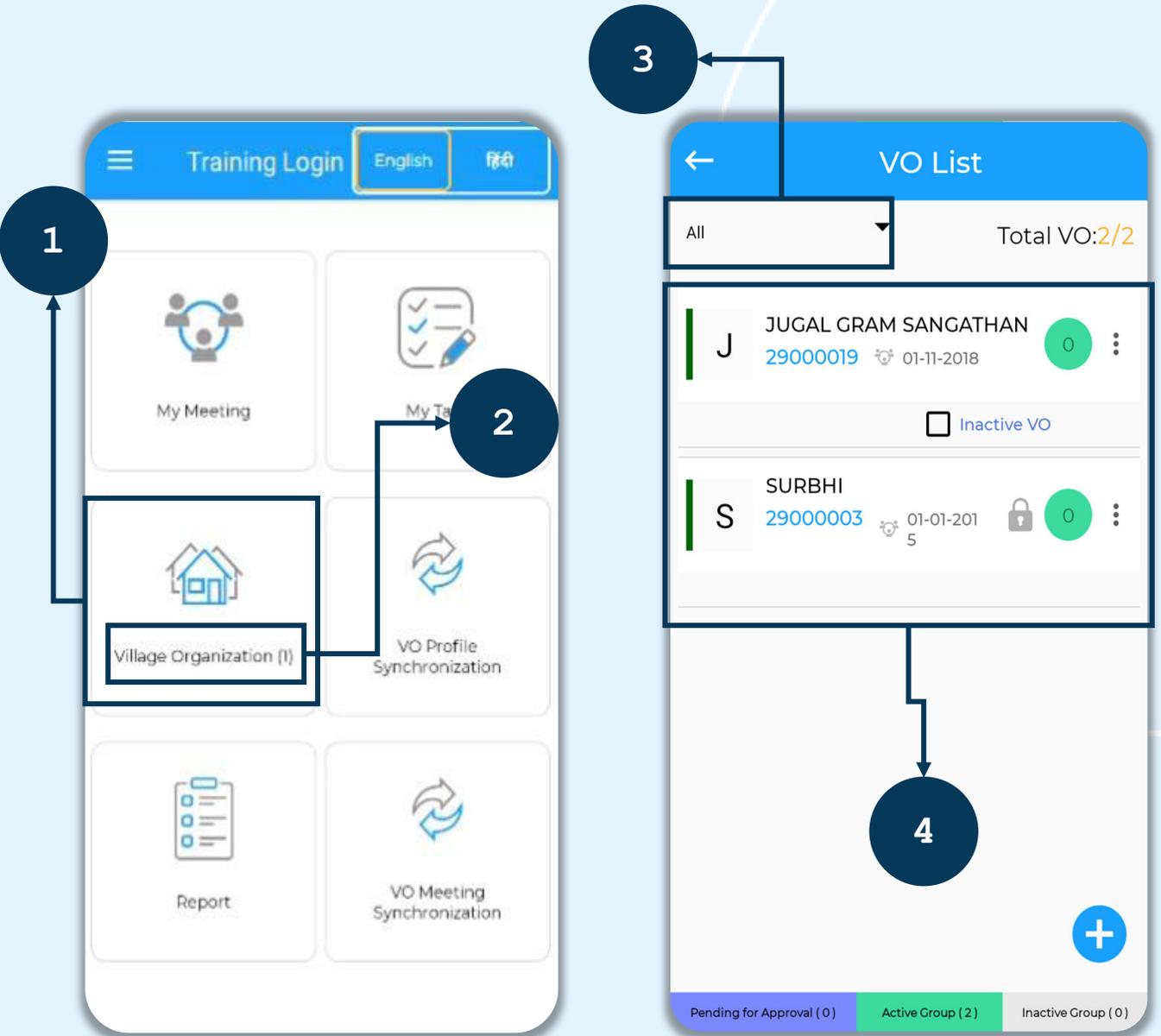
5 Download the VO and its members

6 Download the latest masters-Bank and Branch, GP/Village, Dropdowns and Labels

Note:

- After the first successful login, the user can select the 'Download complete Data' option. If any VO is linked with this user, the information will be downloaded on the mobile device.

05 List of VO

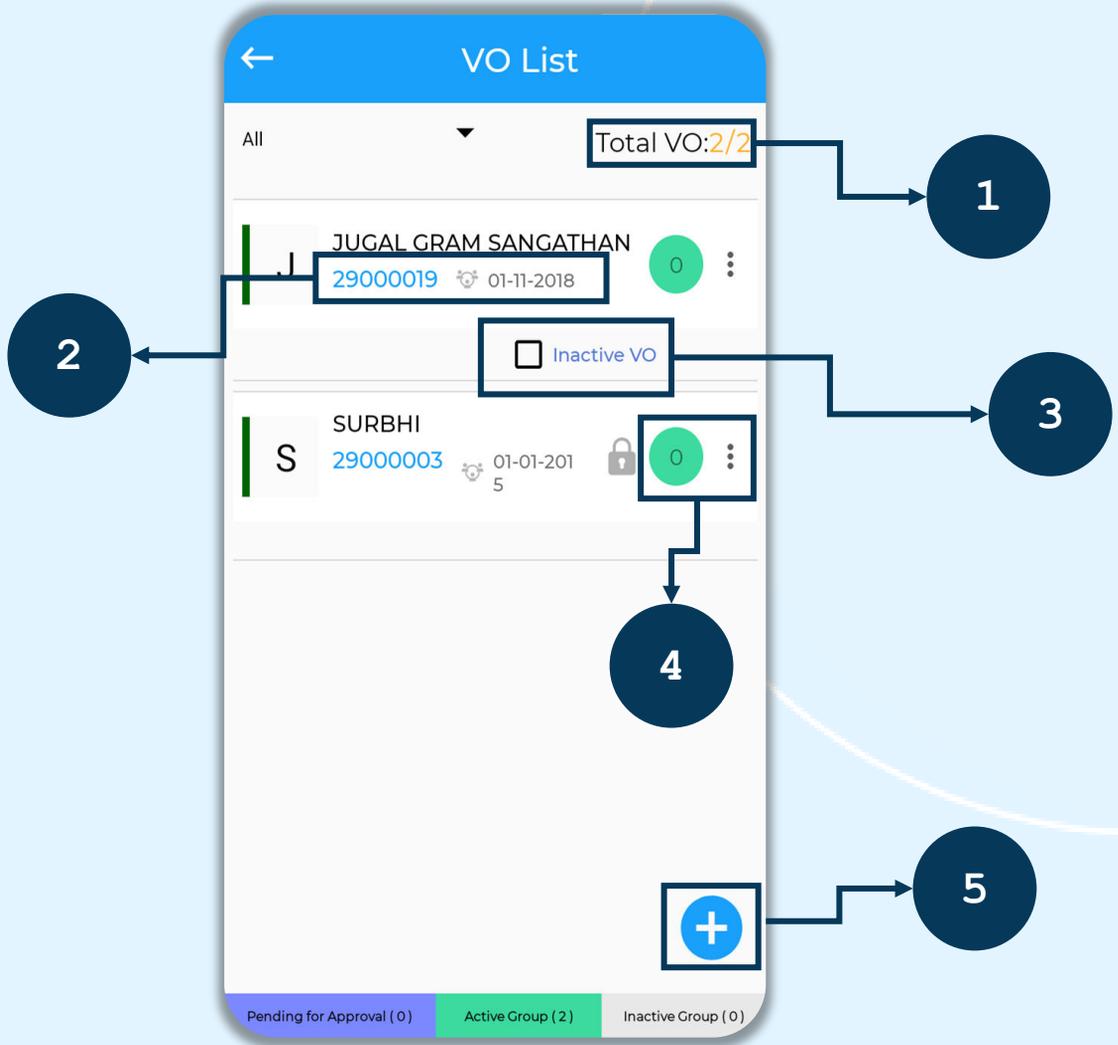


1 User will be able to create, view & edit the VO profiles by clicking on the 'Village Organization' button

2 The number inside '()' denotes the number of VOs linked

3 User can select the Gram Panchayat

4 The list of the VOs will be based on the Gram Panchayat selected. If 'All' is selected, then all the linked VOs would be displayed



1

Shows the number of active VOs out of the total VOs

2

The VO LokOS Code and the VO Formation Date

3

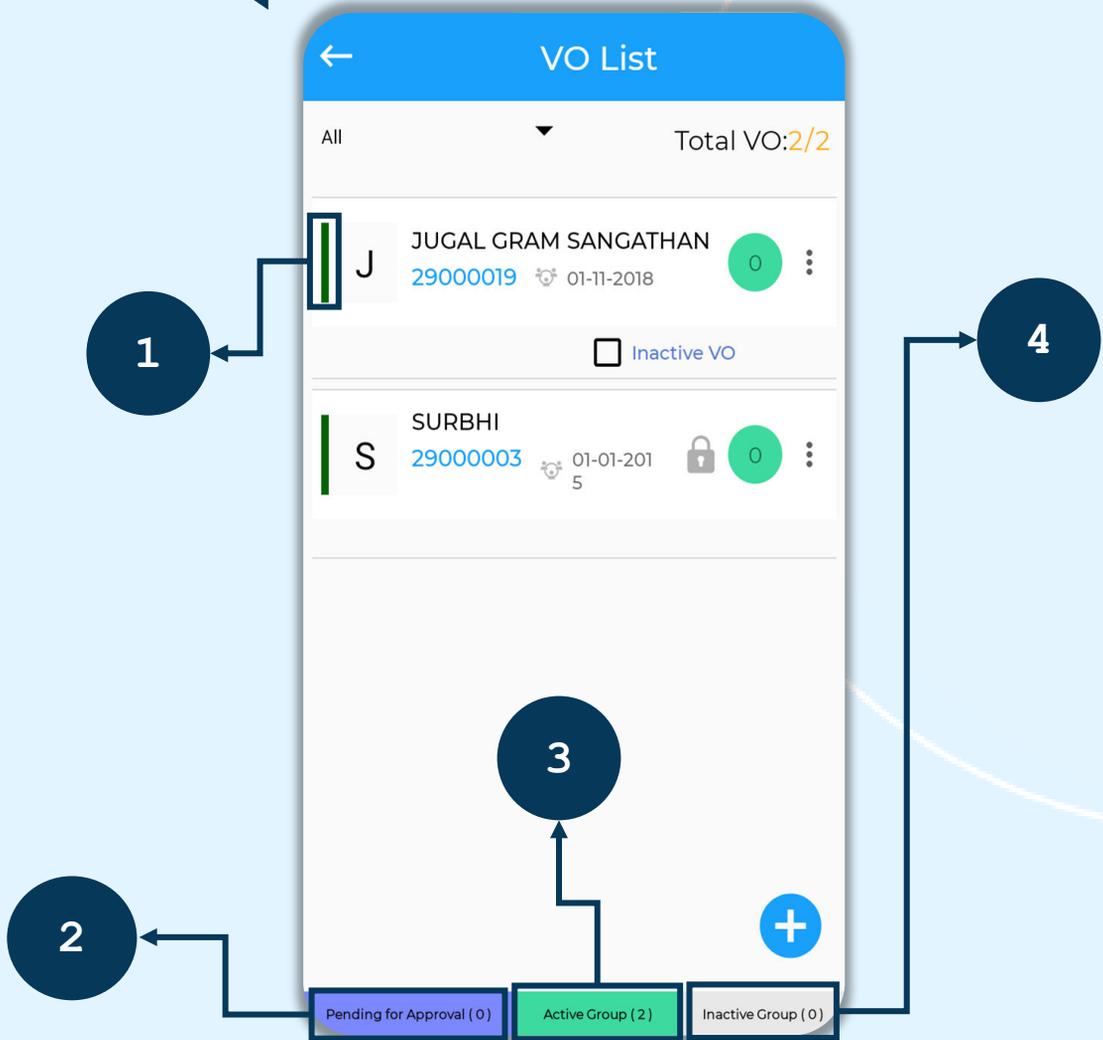
To mark a VO Inactive

4

The number denotes total number of the mapped SHGs. The data about mapped SHGs can be downloaded from the 3-dot button

5

Add a new VO by clicking on the '+' button



1

Left Vertical column - Data updation identifier

2

Number of New VOs pending for BPM's Approval

3

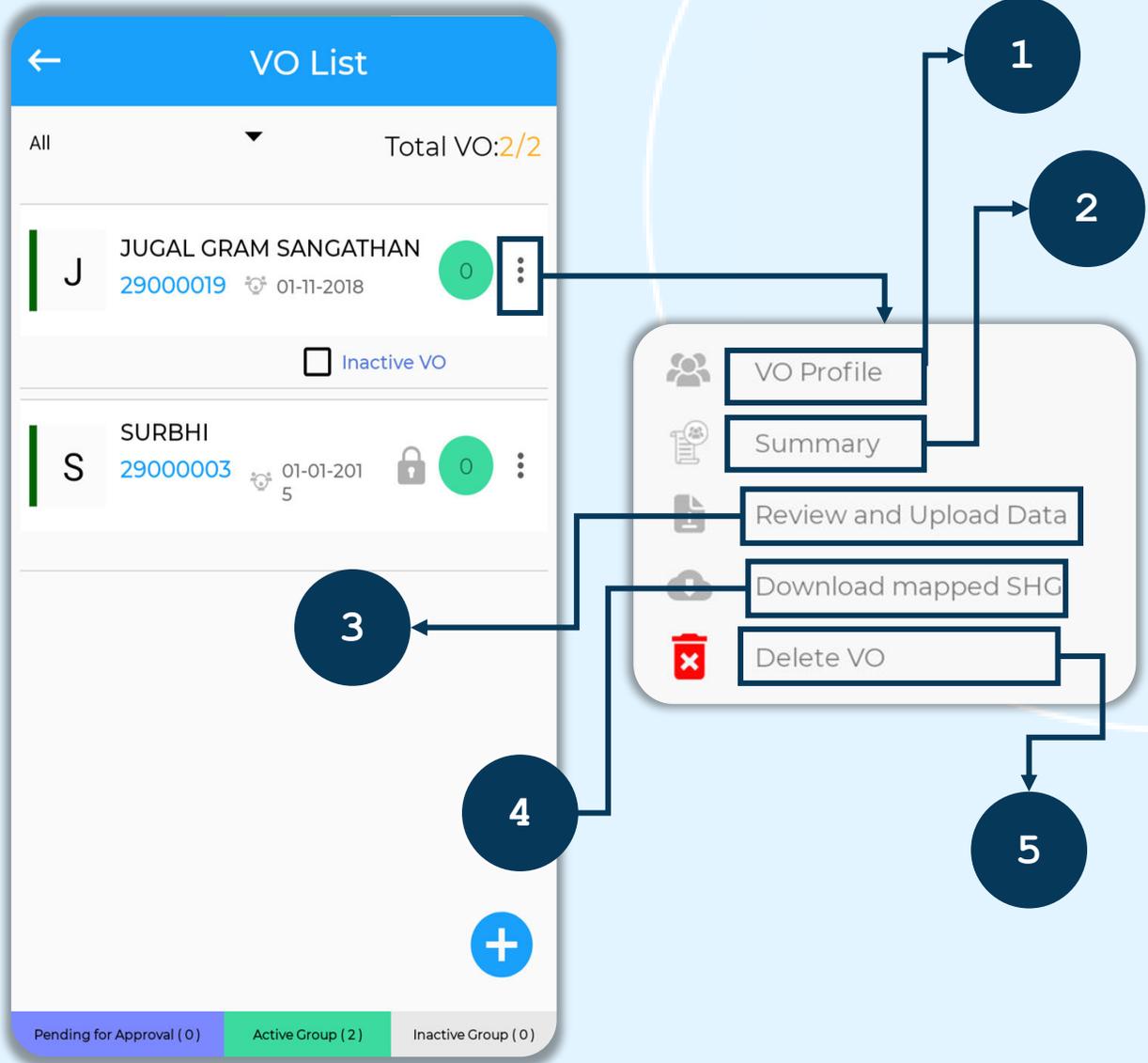
Number of Active VOs

4

Number of Inactive VOs

Note:

- The Left Vertical column - Data Updation identifier will change from 'Green' to 'Orange' after completion of VO profile



1 Users can open the VO profile details

2 Users can view the VO Summary

3 Users can check the status for uploading the VO

4 Users can download the mapped SHG data from the server

5 User can delete the VO , if created by mistake and is not synced with the server



Functionality of Migrated VO - 3

VO List

All Total VO:2/2

J JUGAL GRAM SANGATHAN 5
29000019 01-11-2018

Inactive VO

S SURBHI 0
29000003 01-01-201 5

Pending for Approval (0) Active Group (2) Inactive Group (0)

Basic Details

Promoted By/* 1

NRLM

New Revived

Revival Date
dd-mm-yyyy

Meeting Frequency*
Monthly

Week/Date
Date
Date
14

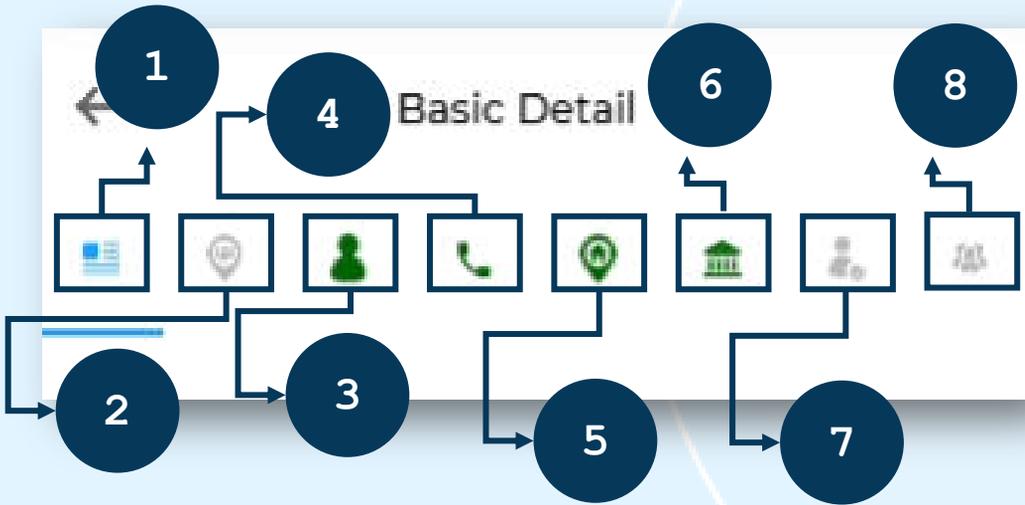
Save Cancel

1

Asterisk '**' marked field is mandatory to fill

Note:

- Bookkeeper must complete all the details



1 VO Basic Details

2 SHG-VO Mapping

3 Executive Committee

4 View VO Office Bearer's Mobile Numbers

5 VO Address

6 VO Bank Accounts Details

7 VO KYC Details

8 VO Sub Committee

Note:

- Icon colour will change to green if data has been entered in the section

- 1 Gram Panchayat is auto selected based on the Geography of the VO
- 2 Users can modify the VO name
- 3 Type the VO name in local language
- 4 Click to modify the formation date
- 5 Select promoted by - NRLM/State Project

The screenshot shows a mobile application interface for 'Basic Details'. At the top, there is a back arrow and the title 'Basic Details'. Below the title is a row of icons: a flag, a location pin, a person, a phone, a location pin with a checkmark, a building, a group of people, and a group of people with a checkmark. The main form area contains a 'Promoted By*' field with a dropdown menu showing 'NRLM'. Below this are two radio button options: 'New' (unselected) and 'Revived' (selected). At the bottom, there is a 'Revival Date*' field with a placeholder 'dd-mm-yyyy' and a calendar icon. Three numbered callouts (1, 2, 3) point to the 'Promoted By' field, the 'New' radio button, and the 'Revived' radio button respectively.

1 Select Promoted By - 'NRLM'

2 Option 'New' to be selected if the VO is created under the NRLM

3 Option 'Revived' is to be selected if the VO is revived by the NRLM

Note:

➤ If revived is selected, then the selection of the revival date is mandatory.

1

State Project Name selected form the drop-down

2

Option 'Co-opted' is to be selected if the VO is co-opted by the NRLM

3

Option 'revived' is to be selected if the VO is revived by the NRLM

4

Option 'Non-Co-opted' is to be selected if the VO is only promoted by State Project and is not in the NRLM fold

Note:

- After the selection of the promoter's name, if co-opted/revived is selected, then the date of co-option/revival is mandatory.

Basic Details

Co-opted Revived Non-co-opted

Revival Date*
dd-mm-yyyy

Meeting Frequency*
Select
Fortnightly
Monthly
Date

10

1

2

1

When 'Fortnightly' is selected then the user will have to select 2 dates for two meetings in a month.

2

When monthly is selected the user will have to choose any meeting day in the first, second, third, fourth or last week, or the user can choose a date

Entry of V0 Basic Profile

- 1** If the V0 is 'Financial Intermediary' then choose 'Yes'
- 2** Select 'Compulsory Savings Frequency' - 'Fortnightly' or 'Monthly' If no savings are collected in the V0, then select 'No Saving'
- 3** Enter the compulsory savings amount
- 4** Enter interest rate on the compulsory savings if applicable
- 5** Select 'Yes' if voluntary savings are collected
- 6** Enter interest rate on voluntary savings if applicable

Note:

- If Financial Intermediation has been selected as Yes, then the bank details are mandatory
- Fortnightly Meeting- The savings frequency can be fortnightly or monthly
- Monthly Meeting- The savings frequency can be monthly only

Identification of the bookkeeper

- ❖ If ' Yes - Internal' is selected, then the Bookkeeper's name is to be selected from the drop-down
- ❖ If 'Yes - External' is selected, then the Bookkeeper's name and mobile number are to be entered
- ❖ If the Bookkeeper is not identified then select 'No'

2 Bookkeeper's name and mobile number is mandatory

3 Enter election tenure of the office bearers. This value can be any value between 12 to 60 months

Note:

- If no bookkeeper is Identified, nothing will be entered

Entry of V0 Basic Profile

- 1 Select registration of the V0 (Yes or No)
- 2 If Yes, then enter the Registration Number
- 3 Select the Registration Act from the drop-down and select the date of registration
- 4 V0 Registration Copy- Click on the camera icon and capture an image
- 5 Status is Active by default. although a V0 can be marked inactive from the checkbox on the V0 listing

Basic Details

Identification of the Bookkeeper
 Select

Bookkeeper's Mobile Number
 Type Here...

Tenure of elected Office Bearers*
 Enter a value between 12-60 months.

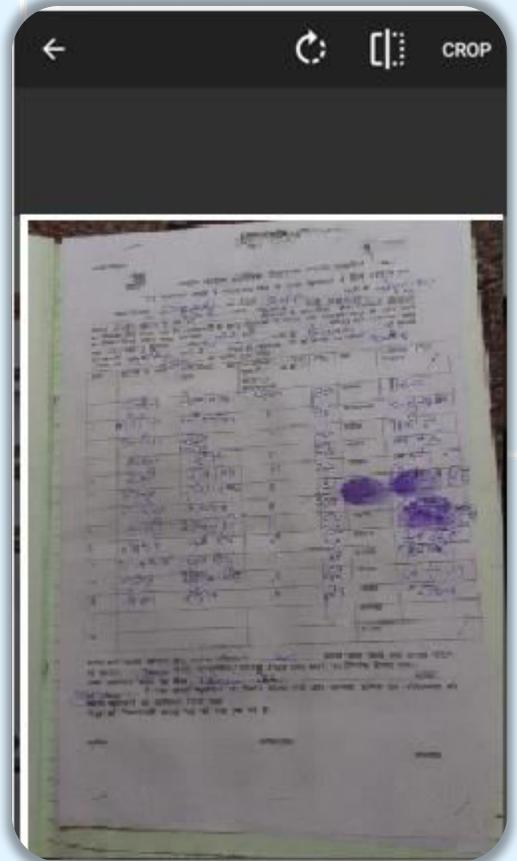
Registration of VO
 Yes No

VO resolution copy*


Status
 Active

1

Save Cancel

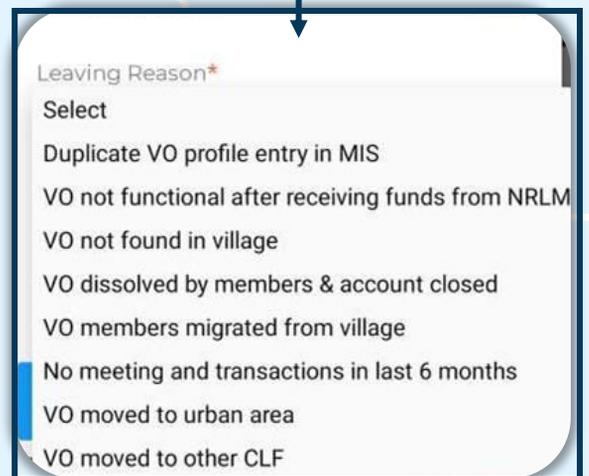
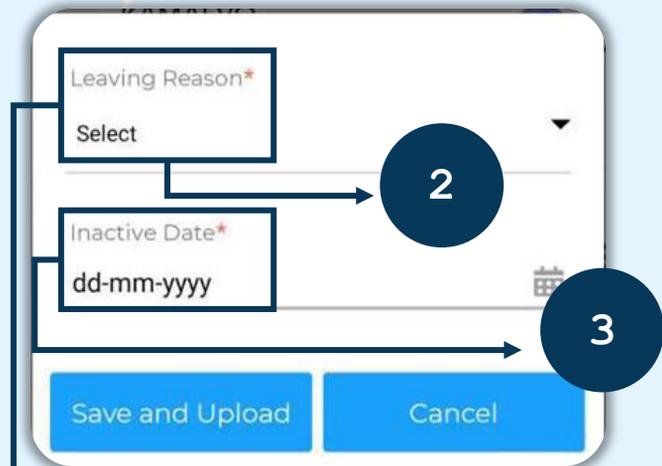
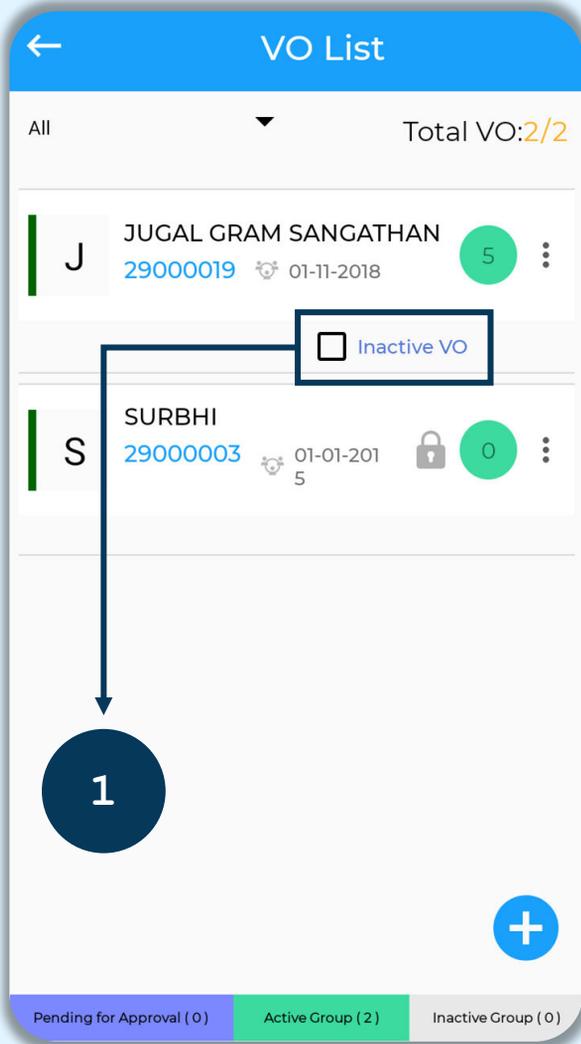


1 VO Resolution Copy- Click on the camera icon & choose, rather capture an image, or upload a PDF

Note:

- If the Resolution Copy is already in server, it will display a message 'Image is available on the server'
- If there is a single page of resolution copy, then capture the image, and if there are multiple pages, then attach a PDF file
- The image can be rotated, flipped and cropped as per the requirements
- If the resolution copy is a PDF, then it can be selected from the mobile storage.

9 VO Inactive Screen



- 1 To mark a VO Inactive, click on the Inactive VO check box
- 2 Select the 'Leaving Reason' from the given drop \-down
- 3 Select 'Inactive Date' from the calendar

Note:

- Internet connection is required to mark a VO inactive
- First unmapped all the mapped SHGs to mark a VO inactive

