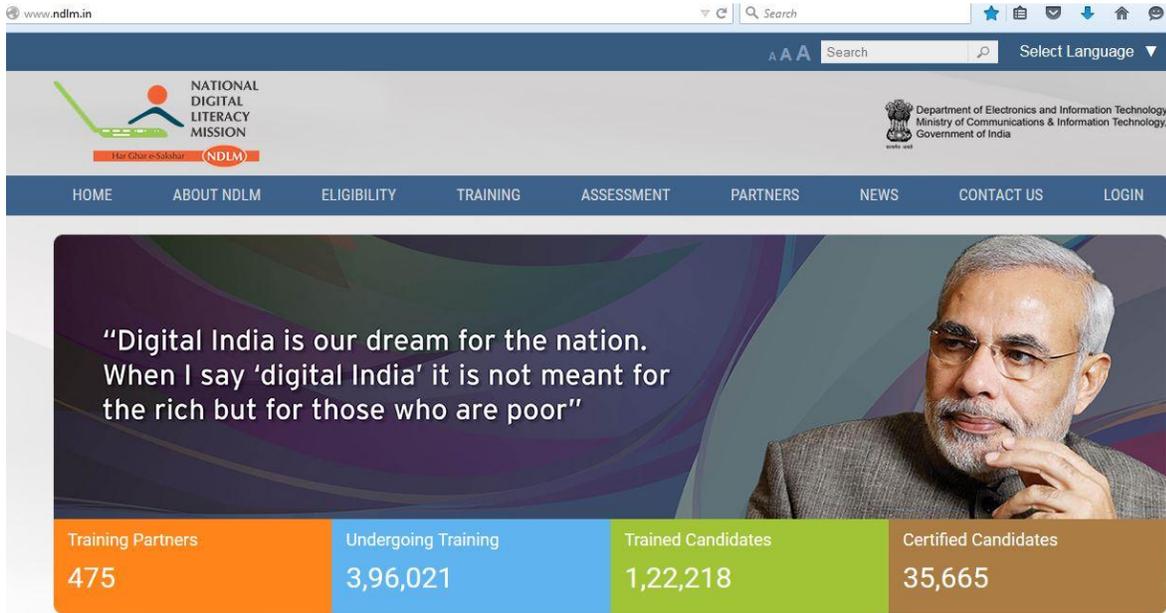




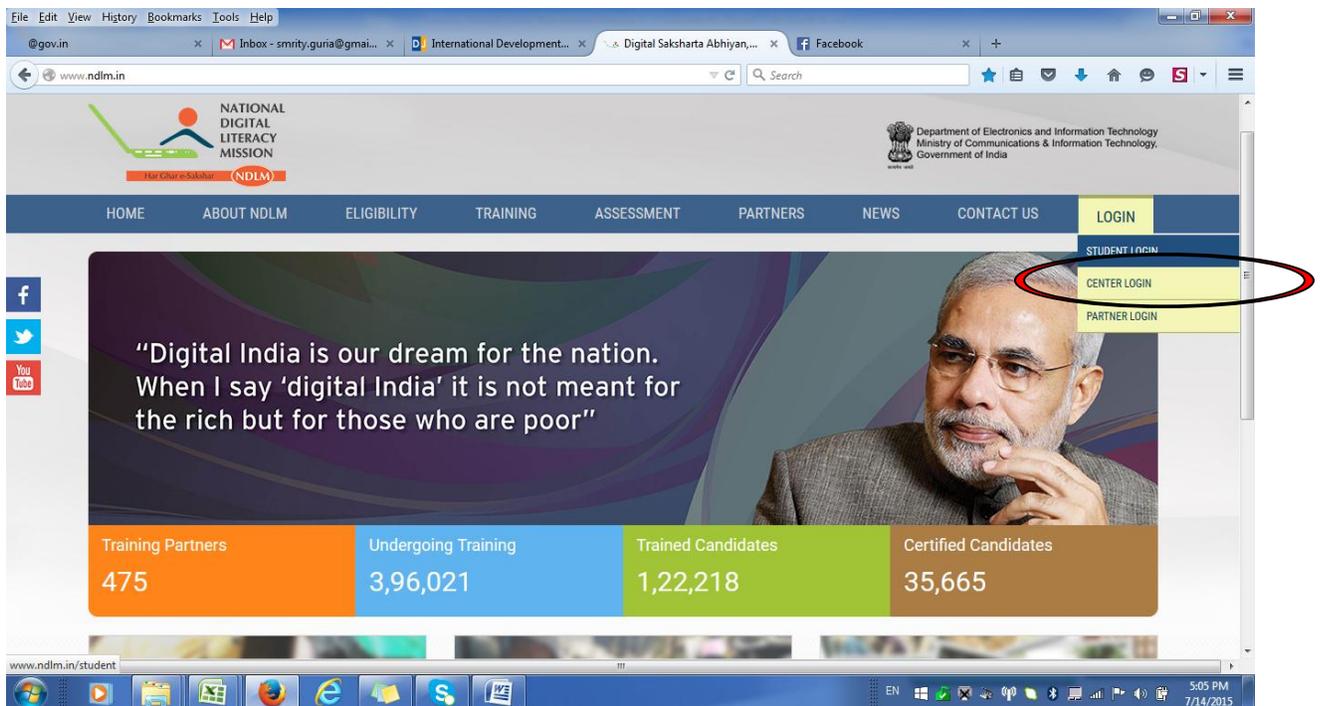
Digital Saksharta Abhiyan (DISHA)/ **National Digital Literacy Mission (NDLM)**

Training Centre Module and Candidate Registration Process

Step 1: Training Centres can login to their module by visiting the URL: <http://www.ndlm.in>. Below page appears on the screen:

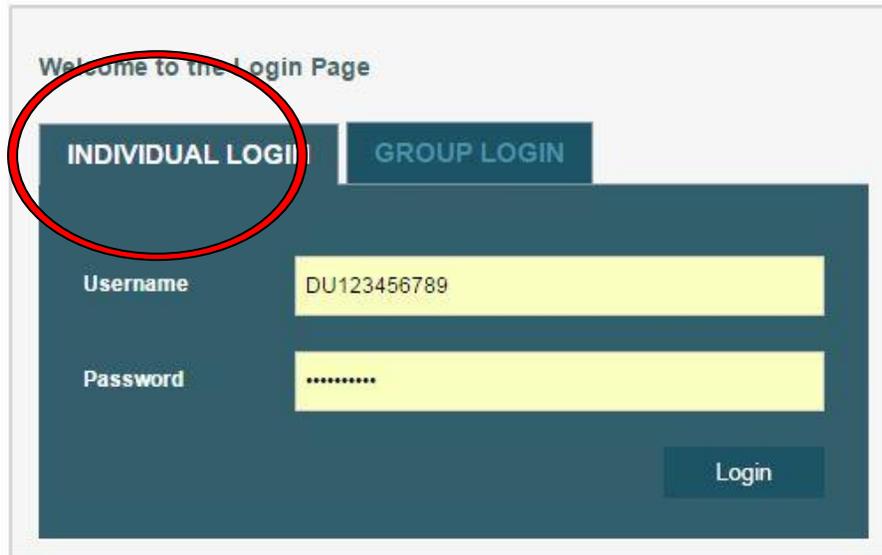


Step 2: On the right corner of the page on clicking **Login option** a drop-down (Student login, Centre login and Partner login) menu appears. Click on **Centre login** to register candidates:



Step 3: On Clicking Centre-login, **Login Page** appears on the screen:

Enter your registered **Username** and **Password** in **Individual Login** option shown below.



Welcome to the Login Page

INDIVIDUAL LOGIN | **GROUP LOGIN**

Username: DU123456789

Password:

Login

Step 4: Training Centre Dashboard appears as shown below:

www.ndlm.in/admin/householding_surveys/dashboard

NATIONAL DIGITAL LITERACY MISSION

Prakesh ▾

NDLM/Disha Examination will be held daily between 10 AM and 8 PM except Sunday

My Profile ▾

Name: Prakesh
State: Uttarakhand
District: Nainital
Block: Nainital
Email: demo1@gmail.com
Mobile No.: 1234567890
Aadhar No.: Please update aadhar no
Edit Profile

Dashboard

Registration ▾

Examination ▾

Students ▾

Dashboard

Study Material

You Tube Link: [Click Here](#) | PDF Download Link: [Click Here](#)

Students Counter

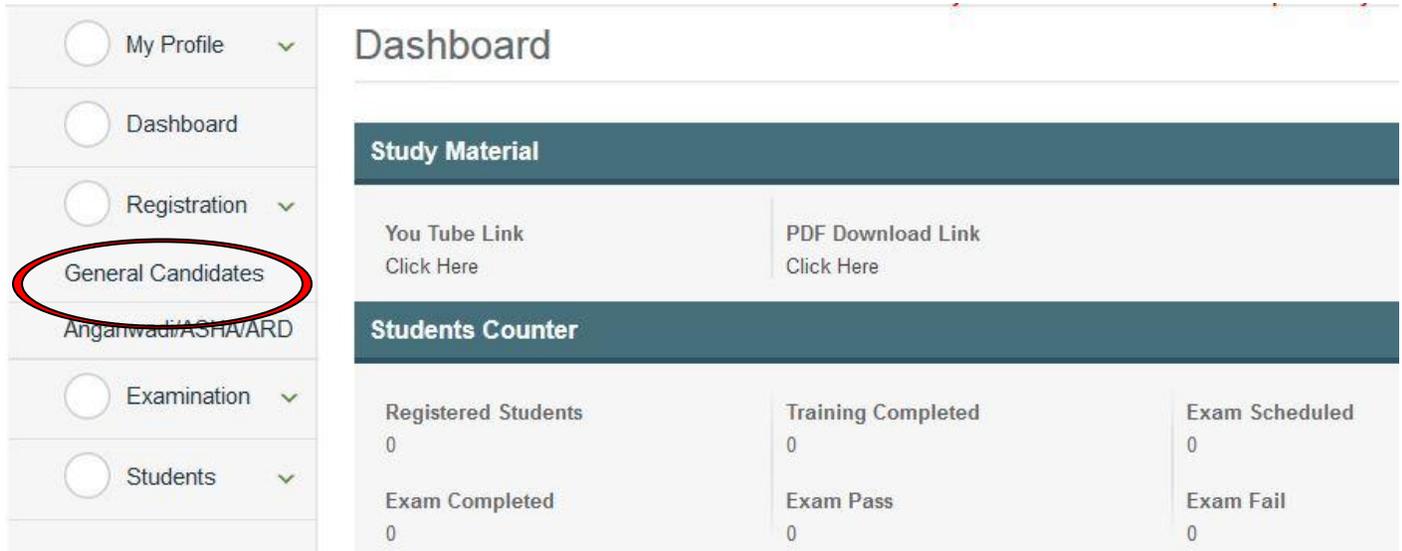
Registered Students	Training Completed	Exam Scheduled
0	0	0
Exam Completed	Exam Pass	Exam Fail
0	0	0

Students Counter

Type of Candidate	Registered	Training Completed	Exam Schedule	Exam Completed
General/OBC	0	0	0	0
Anganwadi/AASHA/RD	0	0	0	0
SC/ST	0	0	0	0
BPL	0	0	0	0
Total	0	0	0	0

Step 5: On clicking **Registration option** a drop down appears.

- a. Click on **General Candidates** to register beneficiaries who are from ST/SC/OBC/BPL/General category:

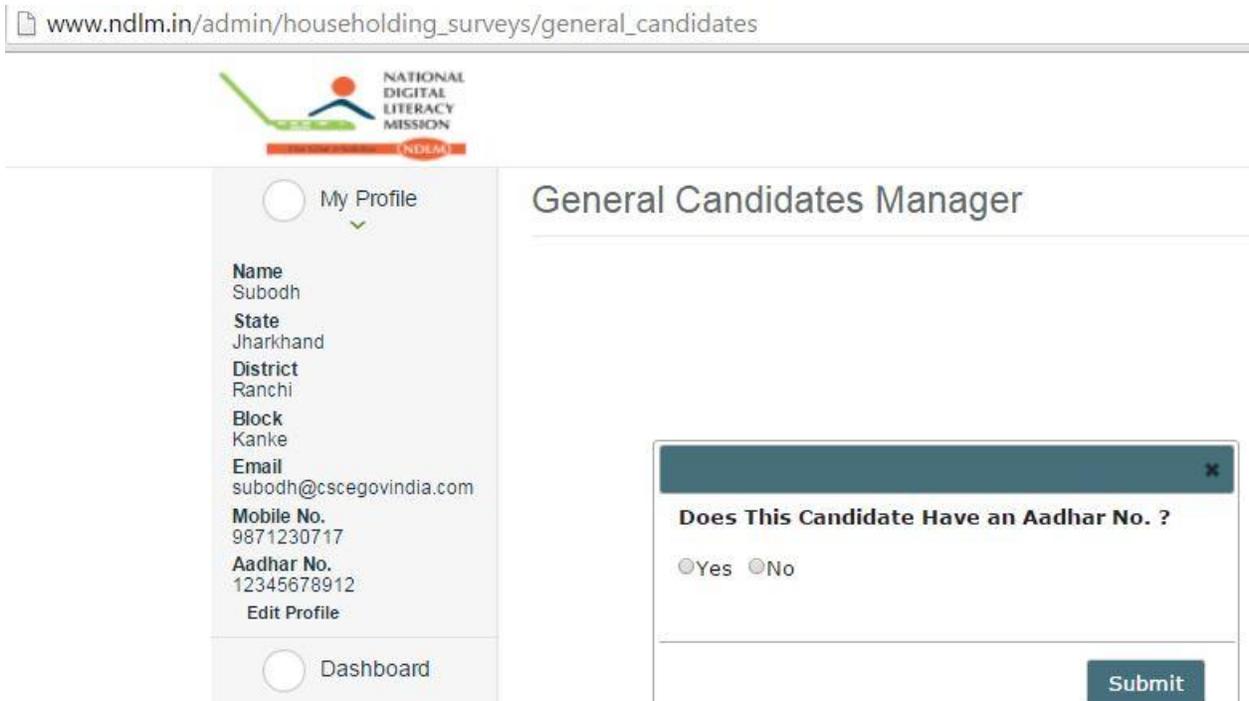


The screenshot shows the NDLM Dashboard. On the left, there is a navigation menu with the following items: My Profile, Dashboard, Registration (selected), General Candidates (circled in red), Anganwadi/ASHA/ARD, Examination, and Students. The main content area is titled 'Dashboard' and contains two sections: 'Study Material' with links for 'You Tube Link' and 'PDF Download Link', and 'Students Counter' with a table of statistics.

Students Counter		
Registered Students	Training Completed	Exam Scheduled
0	0	0
Exam Completed	Exam Pass	Exam Fail
0	0	0

Note: Only one candidate should be registered from each Household.

Step 6: On clicking “General Candidate” below dialog box appears:



The screenshot shows the NDLM General Candidates Manager dialog box. The URL in the address bar is www.ndlm.in/admin/householding_surveys/general_candidates. The page header includes the NDLM logo. The left sidebar shows the user profile for Subodh, with details: Name (Subodh), State (Jharkhand), District (Ranchi), Block (Kanke), Email (subodh@cscegovindia.com), Mobile No. (9871230717), and Aadhar No. (12345678912). The main content area is titled 'General Candidates Manager' and contains a dialog box with the question 'Does This Candidate Have an Aadhar No. ?' and radio buttons for 'Yes' and 'No'. A 'Submit' button is located at the bottom right of the dialog box.

For Candidate's with Aadhar Card

Step 7: On selecting **Register** option pop-up appears, asking “**Does this candidate have an Aadhar Card no.?**” If the candidate has an Aadhar Number, then select ‘**Yes**’ option :

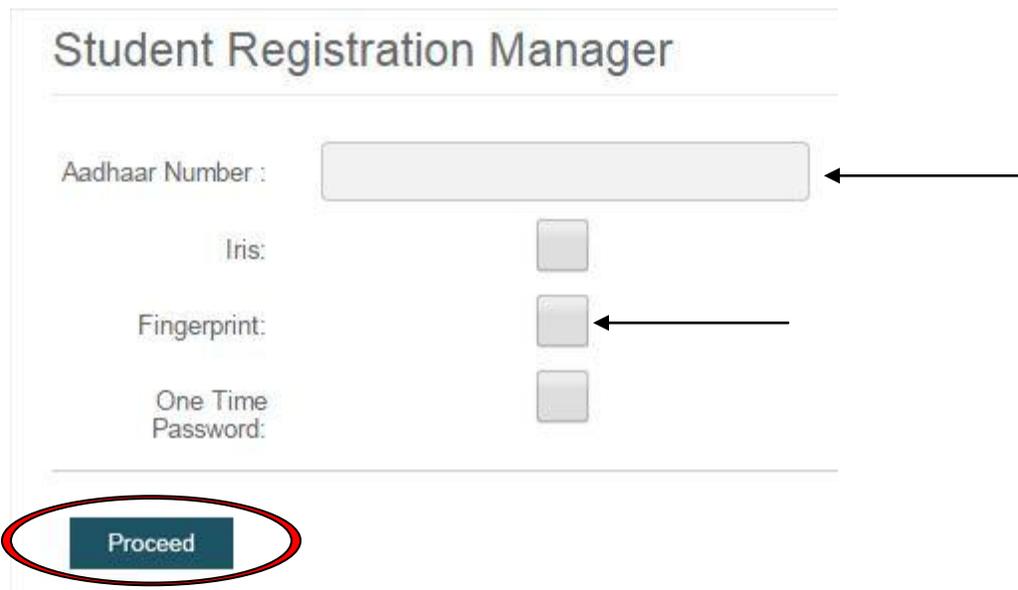


Does This Candidate Have an Aadhar No. ?

Yes No

Submit

a. Enter the **Aadhar** (UIDAI) number of candidate, click the **Fingerprint** checkbox and click on **Proceed**.



Student Registration Manager

Aadhaar Number :

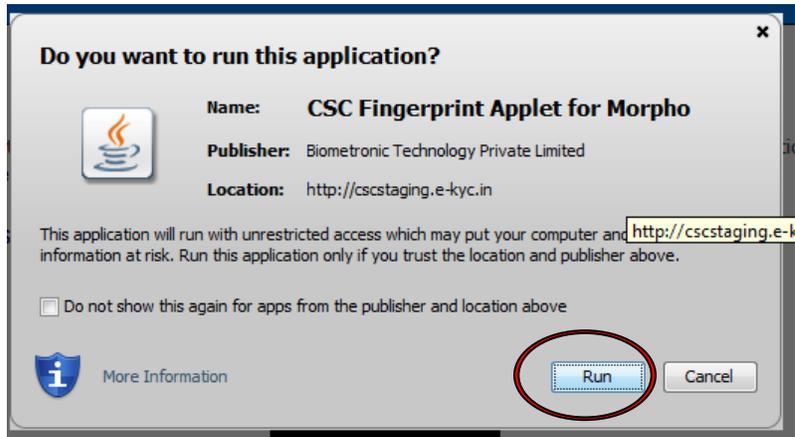
Iris:

Fingerprint:

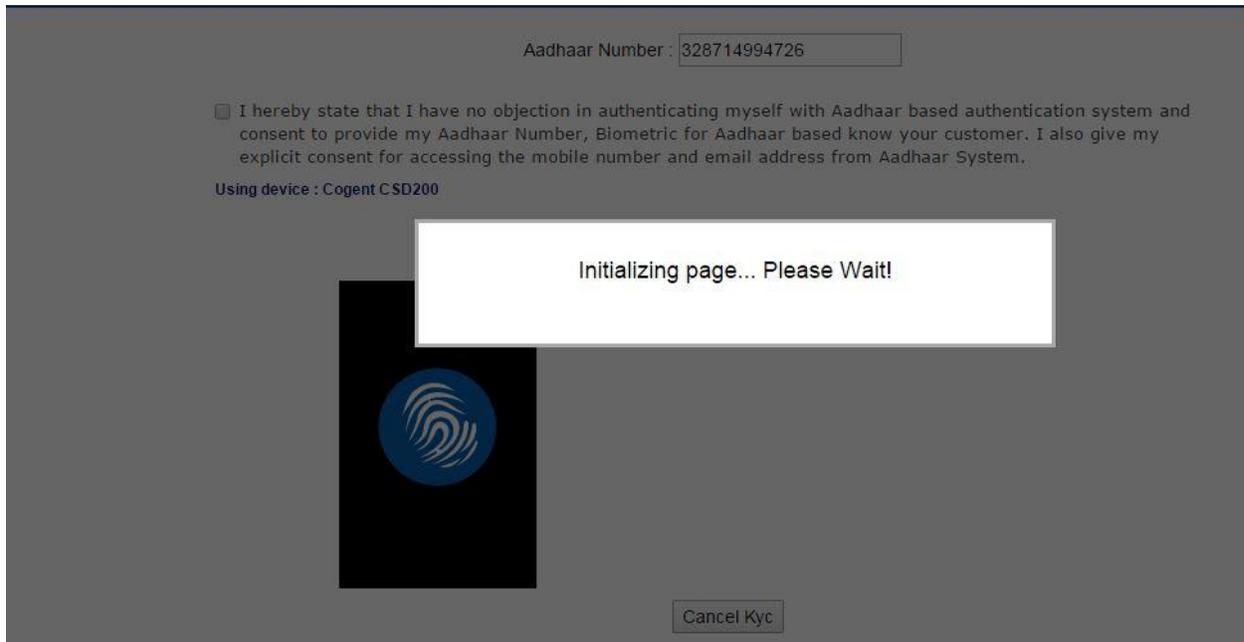
One Time Password:

Proceed

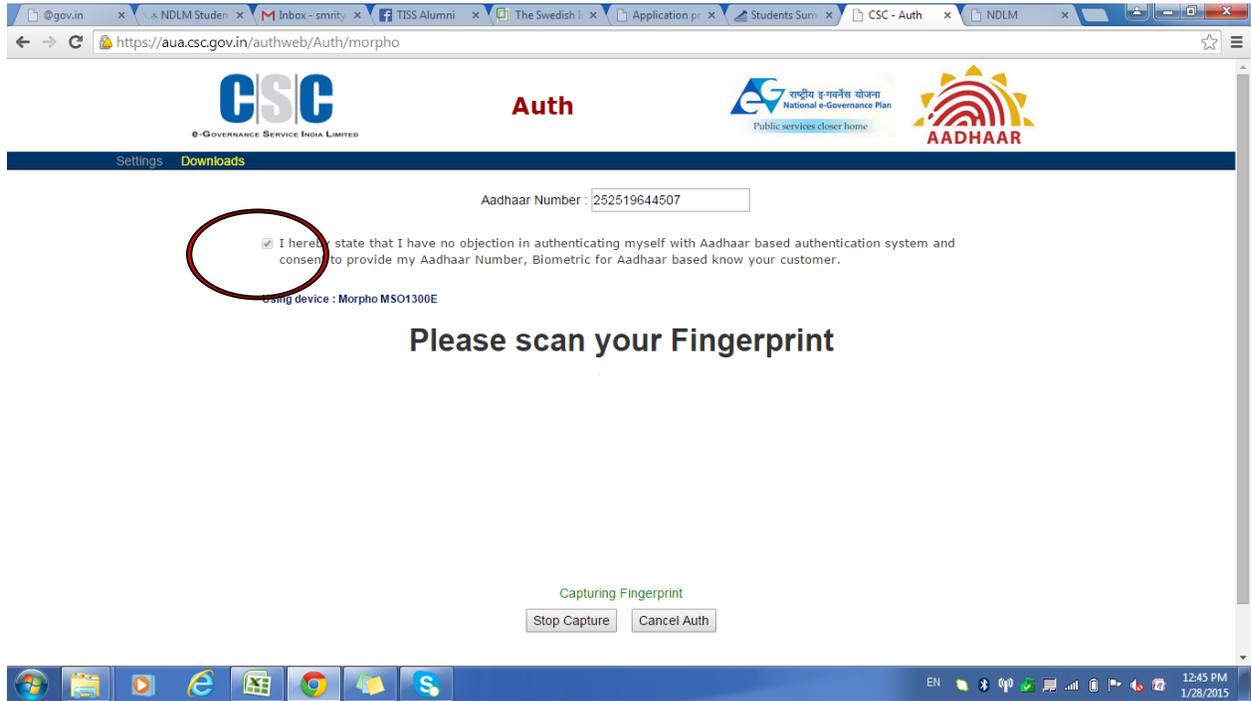
b. On clicking **Proceed** button a checkbox appears (*this window will appear if registration is done for the first time*). A java applet window will open asking permission to run the applet, allow the same by clicking on **Run**.



c. After clicking on **Run/ Proceed**, following window will open.

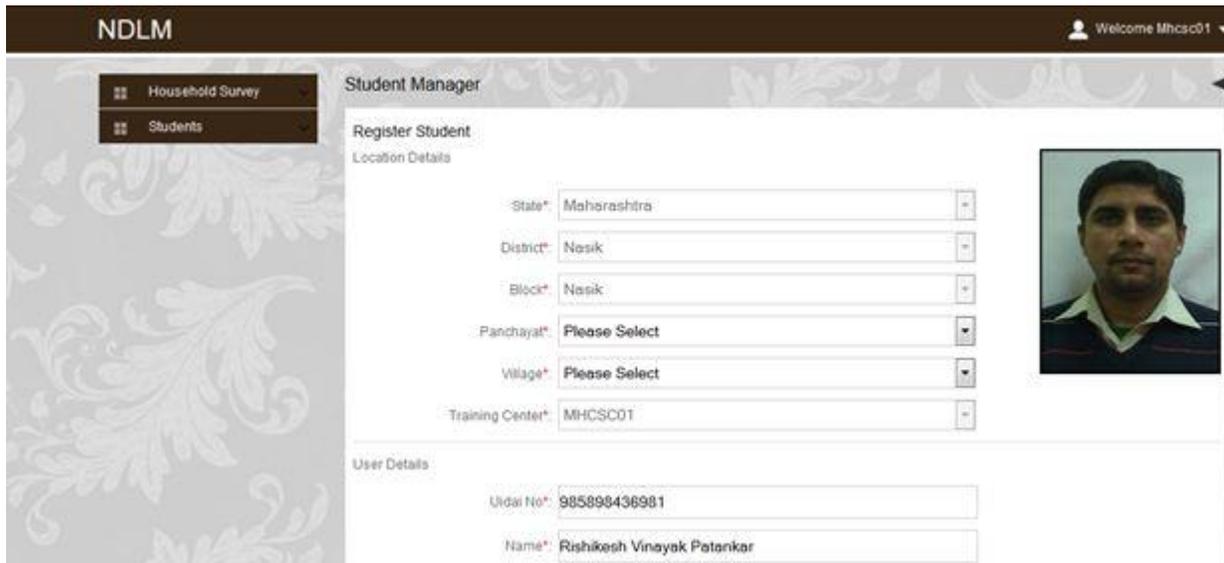


d. Click on the checkbox on the circle shown below. Put thumb of the **Candidate** on the “**Morpho Device**”.



Morpho Device

e. The browser will jump automatically to the UIDAI server to fetch the information. If **Aadhar** number is current, a page showing picture of **Candidate** and **demographic details** appears.



NDLM Welcome Mhcs01

Student Manager

Register Student

Location Details

State*: Maharashtra

District*: Nasik

Block*: Nasik

Panchayat*: Please Select

Village*: Please Select

Training Center*: MHCS01

User Details

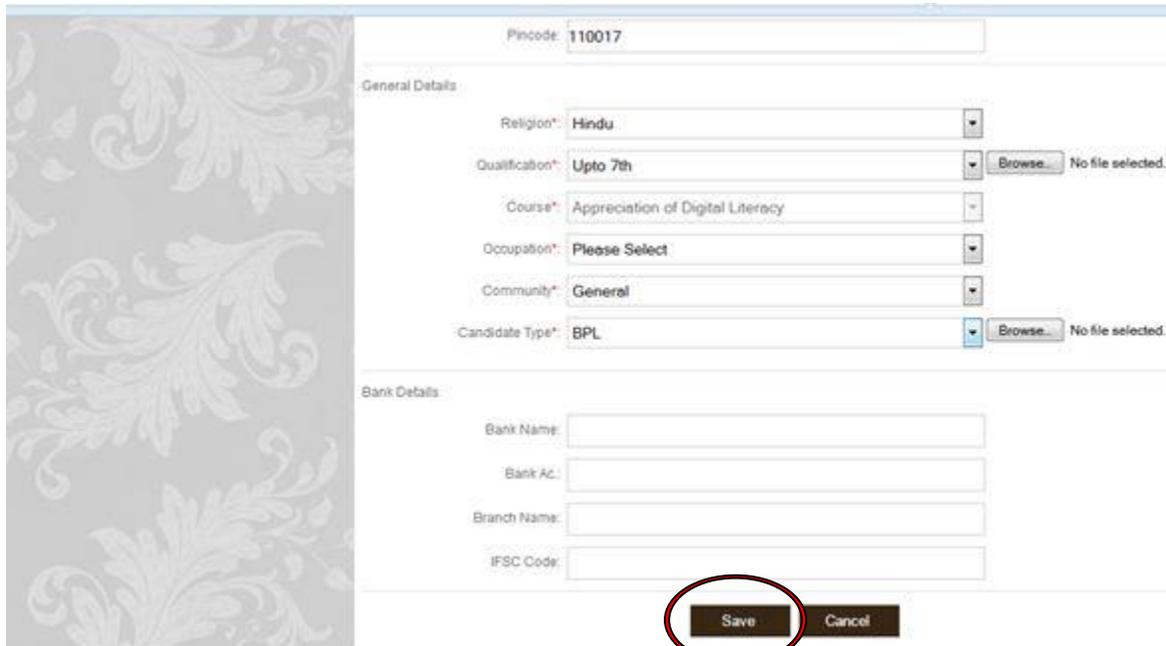
Udai No*: 985898436981

Name*: Rishikesh Vinayak Patankar

f. 1. Fill the information asked in the form.

2. If the candidate belongs to **BPL category** fill the **Bank details** of the candidate.

3. Click **Save** option after filling the details of the Candidate.



Pincode: 110017

General Details

Religion*: Hindu

Qualification*: Upto 7th

Course*: Appreciation of Digital Literacy

Occupation*: Please Select

Community*: General

Candidate Type*: BPL

Bank Details

Bank Name:

Bank AC:

Branch Name:

IFSC Code:

Save **Cancel**

- *Username: Registered Aadhar number of the candidate.*
- *Password: Registered phone number of the candidate which has been registered by the Centre.*

For candidate's without Aadhar Card

Step 8: a. On selecting **Register** option pop-up appears asking “**Does this candidate have an Aadhar Card no.?**”

If Beneficiaries' Aadhar number is not available or under process, then select '**No**' option:



The image shows a registration pop-up window with a dark blue header bar containing a close button (X). The main content area is white and contains the question "Does This Candidate Have an Aadhar No. ?" in bold black text. Below the question are two radio button options: "Yes" and "No". The "No" option is selected, indicated by a filled circle. At the bottom right of the form is a dark blue "Submit" button. A small cursor icon is visible in the bottom right corner of the form's border.

2. On clicking **Submit** bottom below page appears.

a. Fill the details of the candidate accordingly (**it is mandatory to fill all the details asked**).

b. If the candidate belongs to BPL, fill **Bank details**.

Student Manager

Location Details

Panchayat/Municipal*:

Panchayat Name:

Village/Ward*:

User Details

Candidate Full Name*:

Mother's Name*:

Father's Name*:

Date of Birth*:

Gender*:

Email*:

Mobile*:

Address:

Pincode*:

Student Photo*: Type: .jpg, H:200px, W: 160px IMG-201...005.jpg

General Details

Qualification*: Upto 12th

Occupation*: Student

Course*: Appreciation of Digital Literacy

Religion*: Hindu

Community*: General

Official ID*: Elements...858.jpg

Attach ID Type*:

Candidate Type*: NOT BPL

Diffrently Abled*: No

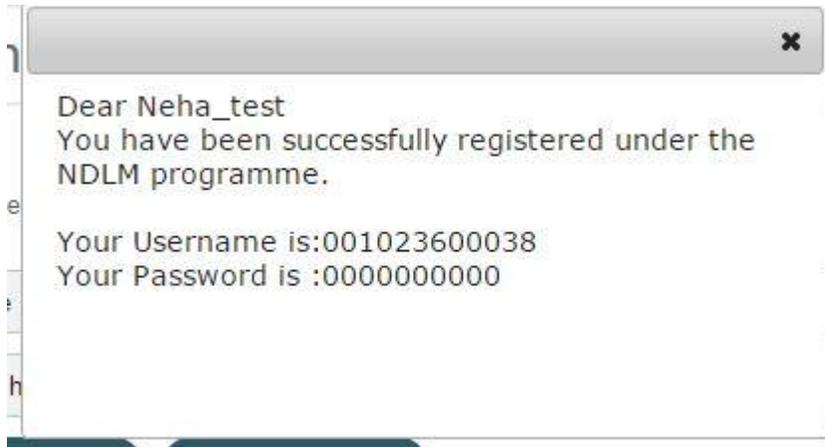
Family Details

Name	Sex	Age	Relation	Aadhar	Action
<input type="text" value="bbk_test"/>	Male	55	Head of family	<input type="text" value="123456789012"/>	
<input type="text" value="kky_test"/>	Female	40	Mother	<input type="text" value="23456789014"/>	Add



I certify that, the foregoing information is correct and complete to the best of my knowledge and belief. I also declare that my family is digitally illiterate and not able to operate digital devices and Internet.

Step 9: On certifying and clicking the **Submit** button below dialog box opens giving below message:

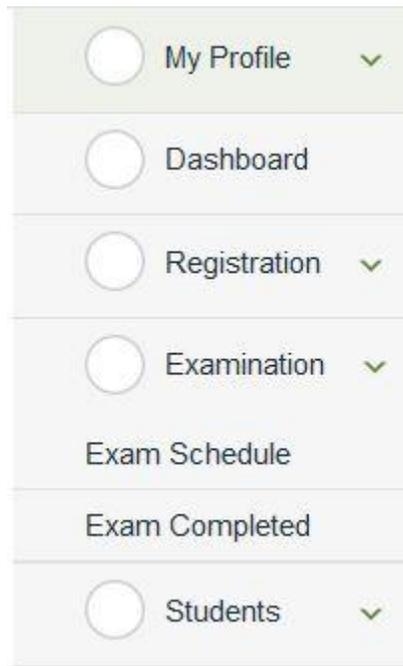


Note:

For non-Aadhar candidate the Username and Password would be system generated.

In the similar way registration of ASHA/Anganwadi/ARD workers could be done.

Step 8 : To check the number of Candidates who are **Scheduled for examination** and Candidate who have **Completed examination** click **Examination** Option. Details of Candidate would appear.



Step 10: To know the details of Candidates registered click on Student option.

Students ▼

Summary

eKYC Summary

Updated Aadhar

Non-Aadhar Summary

- a. On Clicking **Summary** Option details of all Candidates registered appears.
- b. On clicking **eKYC Summary** a page appears. This page provides information of all the candidates registered through eKYC.

Student Manager - Aadhar Summary

Search

Select State ▼

Select District ▼

Select Block ▼

Select Panchayat ▼

Select Village ▼

Select Worker Type ▼

Submit

Export

Page 1 of 1, showing 5 records out of 5 total, starting on record 1, ending on 5

ID	Name	Photo	Username	Registration Date
12005	Rajan Goel		706966282622	2015-03-03 09:39:00
10069	Dummy		001023600016	2015-03-17 04:51:00

- c. On clicking Non-Aadhar Summary details of all candidate appears whose Aadhar numbers are not upadted.

a. To update Aadhar number of the candidates click option shown below:

248234	Dummy		001023600047	2015-06-22 11:28:00	
248185	Demo		001023600046	2015-06-22 11:21:00	

- b. On Clicking below page appears, Update the UIDAI no/Aadhar No of the candidate. The name and other details can also be edited if required. Click **Submit** to save the data.

Edit Student

User Details

*Uidai No:	102345678901	 <input type="button" value="Browse..."/> No file selected.
*Name:	Neena Kumari	
*Mother's Name:	Madhu Devi	
*Father's Name:	Ramu Sharma	
*D.O.B:	1997-01-01	
*Gender:	Female	
*Email:	dummy@gmail.com	
*Mobile:	7600993177	
*Address:	Village-Ranuna, Dist-Kalyani, State- Himachal	
*Pincode:	382010	

- d. On clicking **Updated Aadhar** option details of Candidate appears, whose Aadhar numbers are updated.
