

# WQMIS USER MANUAL



A step by step guide to work with WQMIS water quality testing web application.

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# 1 Introduction to WQMIS

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Jal Jeevan Mission in partnership with [Indian Council of Medical Research](#) has launched an online portal “Water Quality Information Management System (WQMIS)” on 13.03.2021.

## 1.1 Goal

This web application plays significant role in accomplishment of the following goal:

“Potable drinking water to

- Every household,
- Community centers,
- Wellness centers,
- GP buildings, etc.”

## 1.2 Advantages

It also facilitates its various stakeholders to perform the challenging tasks easily, such as:

- Registration and mapping of all water testing laboratories in a State/ UTs at a central place,
- Management of Human Resources, and financial transactions of a laboratory through online mode,
- Reporting of gigantic data at a single point of access, i.e. using Web application and mobile application.
- Availability of data 24\*7 publicly which ensures transparency in execution of this mission. That can be used by various organizations/ NGOs: such WASH initiative by UN, etc as per the requirement.

All such contributions bring radical changes in the lives of last mile family of a rural area in all directions.

### 1.3 Who can use this Application?

This application serves to the following entities:

- Government officials,
- Researchers/ Scientists,
- Activists/ NGOs working in the field of water sanitation & conservation field,
- International organizations, such as the UN-Water,
- Water testing labs, etc.

### 1.4 Conventions used in this document.

To make this user guide more useful to a reader the following conventions have been used:

#### 1.4.1. Note

*Readers are supposed to follow the instruction given under Note section while working with this application.*

#### 1.4.2.Information

*This section gives you an idea to enhance your work experience on the application. Also, it conveys the impact (output) of an action made, e.g., “on click of a Send OTP button information will be sent to user’s mobile number.”*

#### 1.4.3.Hiding/ blurring out of confidential information

*In this document we have taken great care in preventing misuse of personal/ confidential information of personnels. Therefore, we have made it blurred and ensured personal/ confidential information cannot be reached to general users (public) through this document.*

Let’s proceed to the [next chapter](#).

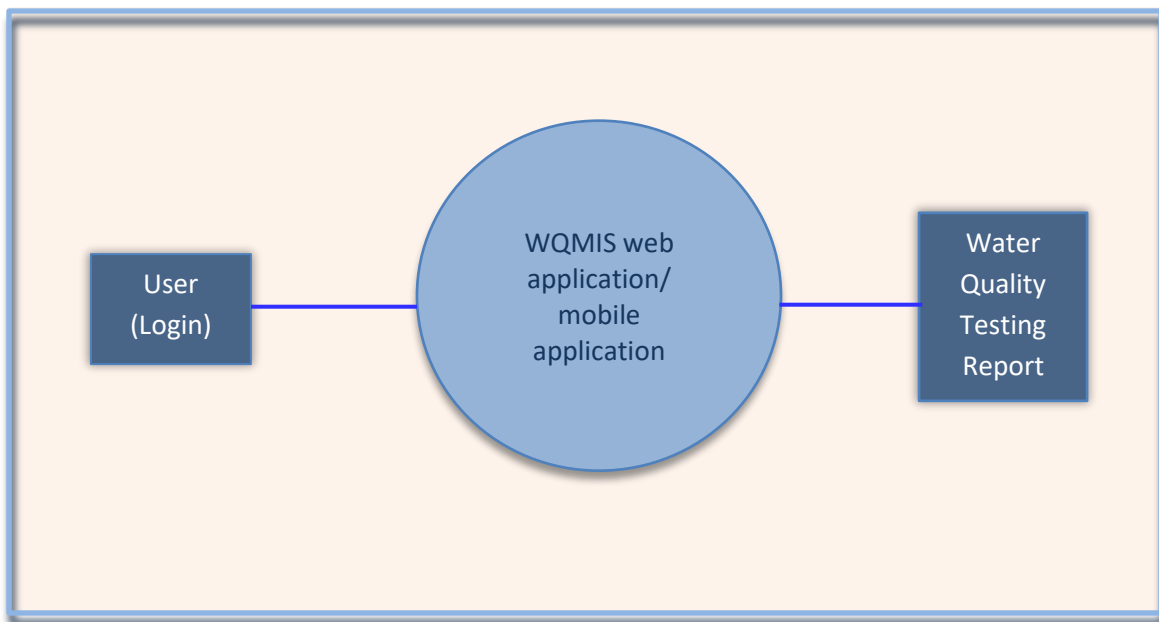


## 2 Workflow of WQMIS

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This web application works smoothly on a PC as well as on a Mobile device.

Either way it follows the depicted workflow (below) for water testing and reporting purposes.



**Figure 1: Overview of the WQMIS**

These following types of users can work with WQMIS portal:

- Departmental user (Super Admin/ sample collector)
- Public user
- Field Test Kit user
- Laboratory official (Lab in-charge/ Lab technician)
- DWSM Member Secretary (Divisional Engineer)

The above users perform various types of jobs as discussed in brief below:

## 2.1 Departmental User

There are two types of users, one is a departmental official who exercises powers to manage the actions demonstrated in Table 1, and other one (sample collector) performs entry of a collected sample on WQMIS portal.

Table 1: Super admin user
1. Creation (registration) of a laboratory,
2. Registration of various users, such as: Lab in-charge, lab chemist/ technician, etc.
3. Assignment of Parameters/ Reagents/ Methods to a lab
4. Activation of account of other users as per the requirement, etc.

## 2.2 Public User

1. This user is a common citizen of India, who can collect sample and send it to a registered lab for water quality testing purposes.
---

## 2.3 Laboratory official

1. This user is an official who can either test a sample or approve a tested sample collected at a registered lab.
2. This user can also act as an admin for accounts of other eligible personnels.

## 2.4 DWSM Member Secretary

1. This user can flag a contaminated sample for remedial action.
2. It manages both types of samples – those which were tested by a laboratory and, also samples tested by a FTK user.

All the above-mentioned users should be registered, and they should use assigned username & password information every time for work purposes.

In the [next chapter](#) & onwards we will understand, what this portal/ web application offers to each user to perform & manage the water testing process.

### 3 Access to WQMIS

 **NOTE**

Before we proceed to take an overview of main processes such login, registration, etc. on the WQMIS web application, a user should **get familiar** with the following list of DOs and DONTs.

Table 2: List of DOs and DONTs	
DOs	DONTs
✓ Ensure an active internet connection before starting WQMIS portal in a web browser.	⊗ Users should not let their work-session go idle. Once it happens, he needs to reenter the provided credentials. Meanwhile unsaved work can be lost.
✓ Ensure typing of correct User-name password.	⊗ Two different users should not exchange their credentials with each other.
✓ Ensure typing of correct CAPTCHA code as visible on the screen. (If asked)	⊗ A user should avoid adding or updating an entry if he is not aware of the purpose of doing so.
✓ Ensure CAPS LOCK key is turned off while typing a password.	⊗ While application is busy on updating something the user should not keep clicking on UI (button or input box, etc.).
✓ A modern web-browser should be use.	⊗ Leaving a field blank which is marked with a red asterisk (*)
✓ Please maintain patience while progress bar is active	
✓ User must write down the generated ID and keep it safe.	
✓ To get help please attach screenshot while requesting for help.	

### 3.1 Home Page

The first step to accessing the WQMIS portal, one should type the given link in a modern web browser (Microsoft Edge/ Google Chrome/ Mozilla Firefox, etc.).



It takes the user to a screen (Home page) similar to the figure 3 given below:

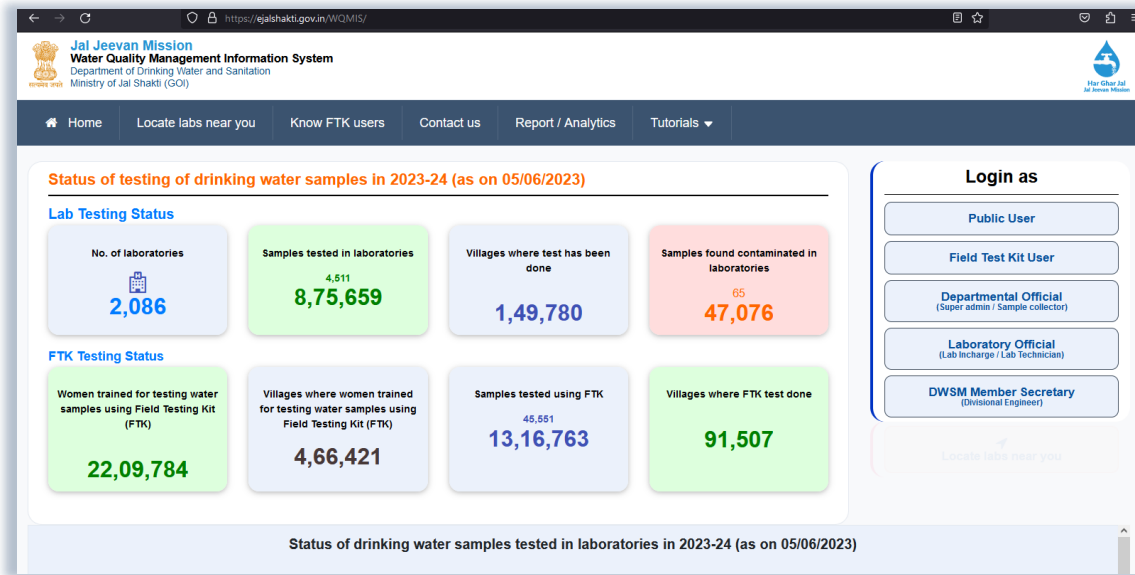


Figure 2 – Home page for reference purpose.

The Next step is to login on the portal using provided user credentials (username & password.)

Click on one of the required Login buttons. It is depicted in figure 4 given below.

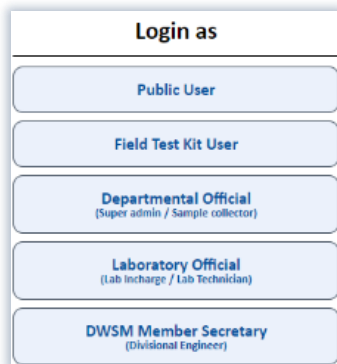


Figure 3 – Login page for reference purpose.

### 3.2 Login Page

It takes the user to screen presented in the figure 3 given below:

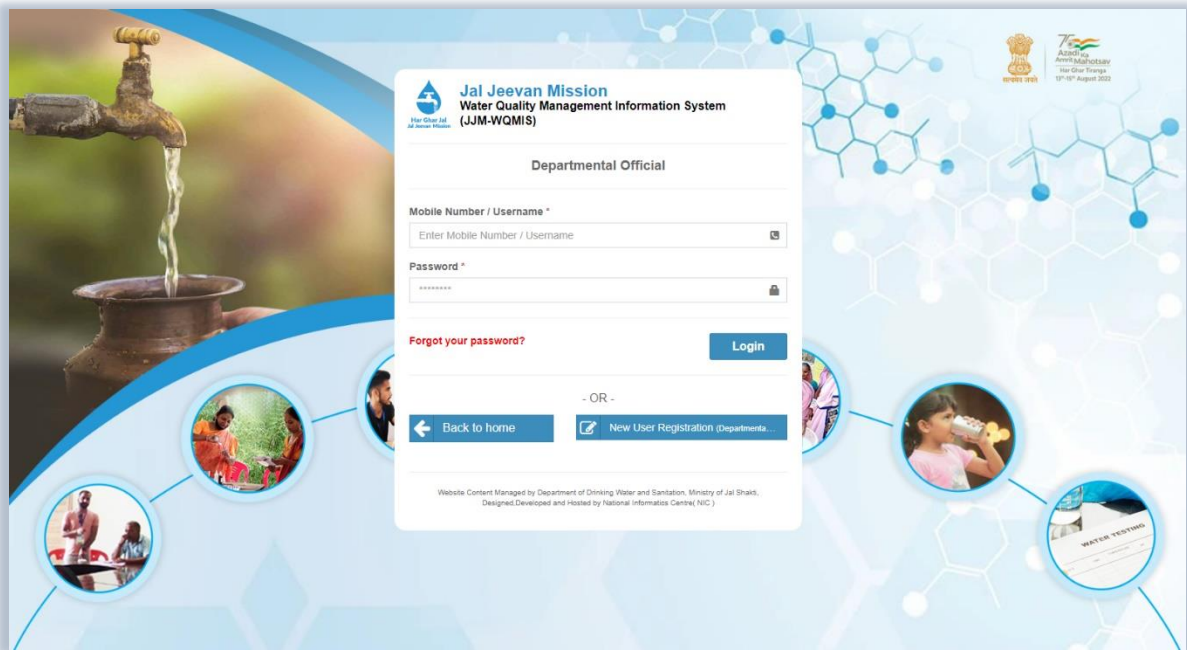


Figure 4 – Login page for reference purpose

 **NOTE**

A user should login using the same button which reads its name. E.g.: a public user should login using the button ‘Public User’, similarly, a Field Test Kit user should use the button that reads “Field Test Kit User.” (Refer to figure 5 given below.)

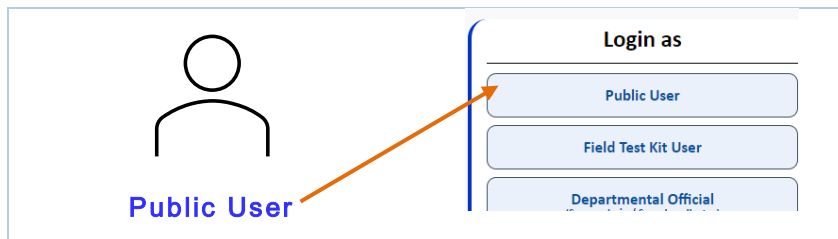


Figure 5

If a user has entered correct details he will be taken to dashboard of the portal.

All types of users are expected to follow the same procedure for login as given below:

Table 3: Login Process
1. Click on the button that is related to your user type as demonstrated in the above figure 5.
2. A user should enter the provided <b>Username</b> or <b>Mobile number</b> (as username.) <i>(Refer to figure 4 for this step and further process.)</i>
3. After then he should enter the correct <b>password</b> .
4. Click on the <b>Login</b> button.

After a successful login a user is presented dashboard where he can perform the assigned tasks.

### 3.3Registration

Registration of a new user is based on the user type. it can be done in the following ways:

Table 4: Understanding Registration stage			
User Type	Register by	Approval/ Activation by	Process Explanation
Public User	Self <sup>#</sup>	OTP	<a href="#">Click here<sup>##</sup></a>
Field Test Kit User (FTK user)	Self	Admin	<a href="#">Click here</a>
Departmental User (Sample Collector)	Self	Admin	<a href="#">Click here</a>
Lab Technician	Lab in-charge	OTP	<a href="#">Click here</a>
Lab In-charge	Admin	OTP	<a href="#">Click here</a>
DWSM Member Secretary user (Divisional Engineer)	Admin	OTP	<a href="#">Click here</a>



**NOTE**

- \* An admin is a user who has authority to approve/ activate/ deactivate account of another user, and other functions on WQMIS portal.
- # A user is supposed to initiate the registration himself by going through the process demonstrated in given chapters.
- ## Click to go to the given process/ chapter.

To learn in detail about registration process, user is expected to go to [Registration](#) chapter.



### 3.4 Dashboard

The screen after successful login renders a dashboard and a menu bar. A sample of Dashboard is given below:



Figure 7 – Dashboard

#### 3.4.1 Understanding Dashboard

A dashboard demonstrates the following information.

Table 5: Understanding Dashboard UI (With reference to figure 7)

1	It demonstrates a user’s type and state name where from he is registered on the portal.
2	Username of a user.
3	Sitemap: It helps a user to determine the form location where he is working as of now.
4	it is the menu bar that informs about actions a user can do on this website.
5	Some actions or information that is available to a user in pictorial form.

P.T.O.

 **NOTE**

1. The dashboard screen is different for each user. The information or UI presented in this section is for understanding purposes only.
2. Dashboard of different users will be explained in the upcoming chapters.

### 3.5 Sign Out

A user is supposed to end his session once he is done working on the portal. To terminate or sign out his session a user should go through the following process demonstrated below.

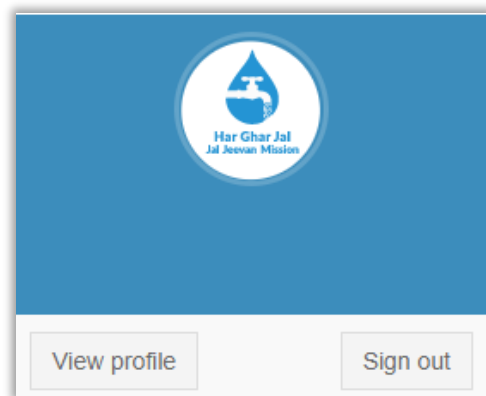



Fig A - Sign out UI

Table 6: Sign out process

1 A user is supposed to mouse hover on the user profile (name). Refer to figure 8

2 Click on the  button to terminate the ongoing process.

### 3.6 View Profile

In case a user has requirement to view profile related information click on View Profile button. (Refer to figure A & figure B)

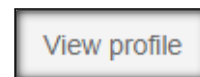


Fig B - Browse a Profile UI

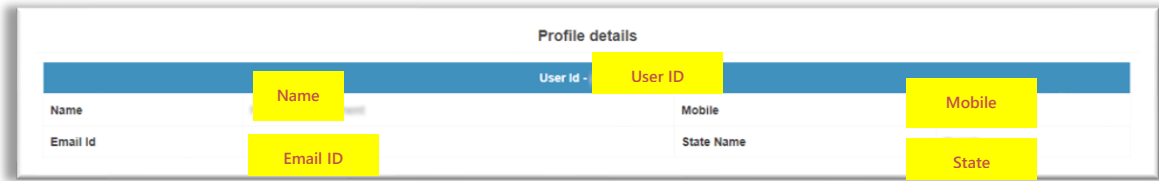


Fig C - View Profile UI

A UI similar to the figure C is rendered on the screen for each type of user of WQMIS web application.

This information may include the following for each user.

- User ID
- Name
- Designation \*
- Account Active Status \*
- Mobile
- Email
- State Name
- District \*



**NOTE**

- \* Such information is dependent on the user type. For a given user all information is printing while for another user it might be different, i.e., there may be more, or lesser fields of information.

In this chapter a user has developed an understanding about how to login on the WQMIS portal and overview of registration process for each user.

Now is the time to get familiar with the Registration process step-by-step for each user. Let's jump to the [next chapter](#).

## 4 Registration (Step-by-step description)

This chapter demonstrates the process of registration to create an account on WQMIS portal. A brief overview has provided to it in the [previous](#) chapter. We recommend a user to read this brief overview for registration before moving on to the next sub section. *(You may ignore this info if already read about it.)*

In this chapter we have demonstrated the registration process for the following users.

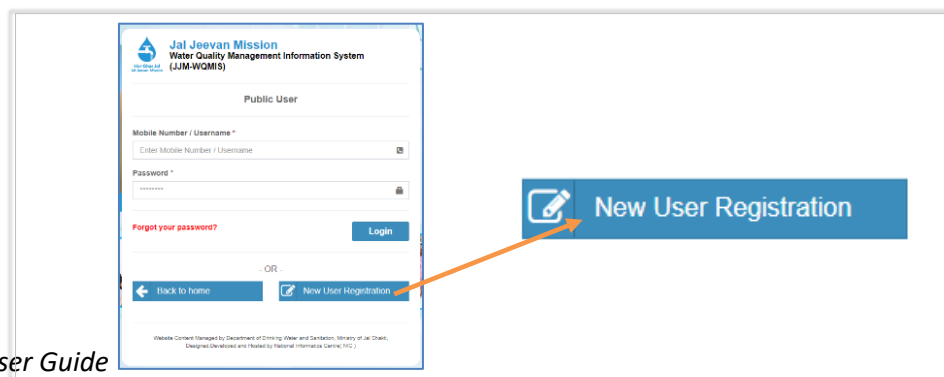
• Public User	• Field Test Kit User
• Sample Collector (Departmental) User	• Lab In-charge User
• Lab technician user	• Divisional Engineer (DWSM Member Secretary) User,

Let's start with Public User

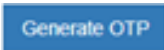
### 4.1 Public User's Registration

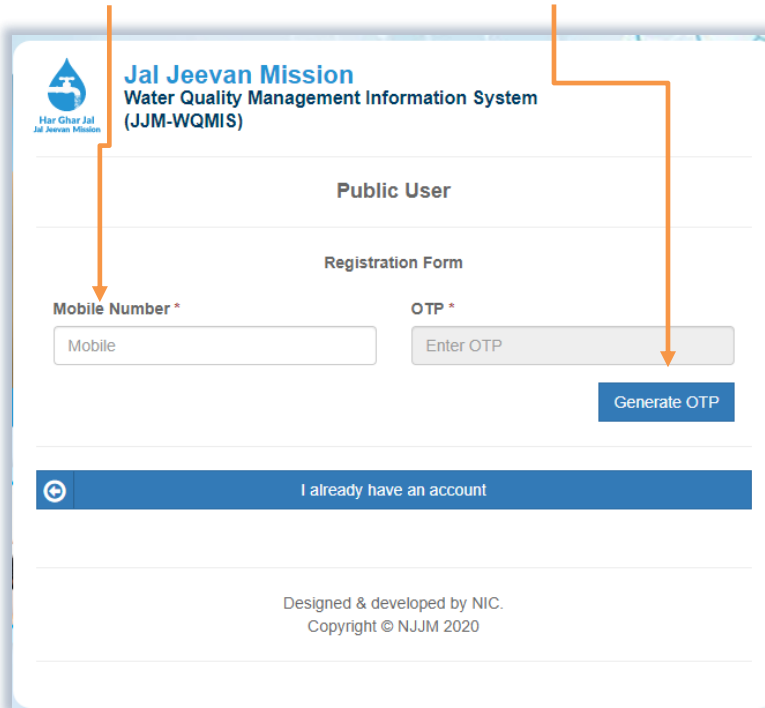
- ✓ *To start the registration, an applicant should click on the Public User login button. (Refer to this [sub section](#) for more information regarding login process.)*
- ✓ *It is assumed that the applicant is available at an appropriate login UI.*
- ✓ *It doesn't need to get verified his details by an admin and can start using application immediately after completing the registration process.*

1) Click on the New User Registration button.



**Figure 8: How to open Registration form UI for Public User?**

2) Enter the active mobile number and click on the  button.



The screenshot shows the registration form for a public user. At the top left is the Jal Jeevan Mission logo with the tagline 'Har Ghar Jal Jal Jeevan Mission'. The title is 'Jal Jeevan Mission Water Quality Management Information System (JJM-WQMIS)'. Below the title, it says 'Public User' and 'Registration Form'. There are two input fields: 'Mobile Number \*' with a placeholder 'Mobile' and 'OTP \*' with a placeholder 'Enter OTP'. A blue 'Generate OTP' button is located below the OTP field. At the bottom, there is a blue bar with a circular arrow icon and the text 'I already have an account'. The footer text reads 'Designed & developed by NIC. Copyright © NJJM 2020'. Two orange arrows point from the text above to the 'Mobile Number' field and the 'Generate OTP' button.

**Figure 9**

**+ INFORMATION**

*The application prompts sending of a One Time Password (OTP) on the entered mobile number once a user clicks the Generate OTP button.*

## Registration (Step-by-step description)

3) User is supposed to enter the OTP received in the provided box and click on the Verify OTP button.

Jal Jeevan Mission  
Water Quality Management Information System  
(JJM-WQMIS)

Public User  
Registration Form

Mobile Number \*  
[Input Field]

Resend

OTP \*  
Enter OTP

Verify Otp

I already have an account

Designed & developed by NIC.  
Copyright © NJJM 2020

Figure 10

### + INFORMATION

*The application validates the mobile number against the provided OTP. If it has been found correct a user should see a registration form similar to the next step.*

## Registration (Step-by-step description)

4) A user is supposed to enter the details in the provided space and click on the **Register** button.  
(Refer to figure 11)

The screenshot shows the registration form for a public user. At the top left is the Jal Jeevan Mission logo with the tagline 'Har Ghar Jal Jal Jeevan Mission'. The title is 'Jal Jeevan Mission Water Quality Management Information System (JJM-WQMIS)'. Below the title is the heading 'Public User' and 'Registration Form'. The form contains the following fields:

- Mobile Number \* Validated ✓ (with a validation icon)
- OTP \* (with a masked input field)
- First Name \*
- Last Name \*
- EmailId \*
- State \* (dropdown menu)
- District \* (dropdown menu)
- Block \* (dropdown menu)
- Gram Panchayat \* (dropdown menu)
- Village \* (dropdown menu)
- Address \*
- Pin Code \*
- Password \*
- Confirm Password \*


A blue 'Register' button is located at the bottom right of the form. At the bottom of the page, there is a blue bar with a circular arrow icon and the text 'I already have an account'.

Figure 11

The following details are required to be furnished by the applicant now.

• First Name	• Last Name
• Email Id	• State
• District	• Block
• Gram Panchayat	• Village
• Address	• Pin code
• Password	• Confirm Password ( <i>Same as the entered password</i> )

## Registration (Step-by-step description)

Click on the  button to save the entered information.

### INFORMATION

*The application prompts that the entered details have been saved successfully. Thereby, registration process for the Public User has been completed.*

A user's account has been created successfully and is available to access by newly registered user now.

The user can login on the portal using the validated mobile number and password created.



### 4.2 Field Test Kit (FTK) User's Registration

- ✓ To start the registration, an applicant should click on the FTK User login button. (Refer to this [sub section](#) for more information regarding login process.)
- ✓ It is assumed that the applicant is available at an appropriate login UI.
- ✓ An applicant can register his details himself.
- ✓ Until an Admin verifies his entered details and provides him approval to use, applicant should wait to start working on the portal,

1) Click on the New FTK User Registration button.

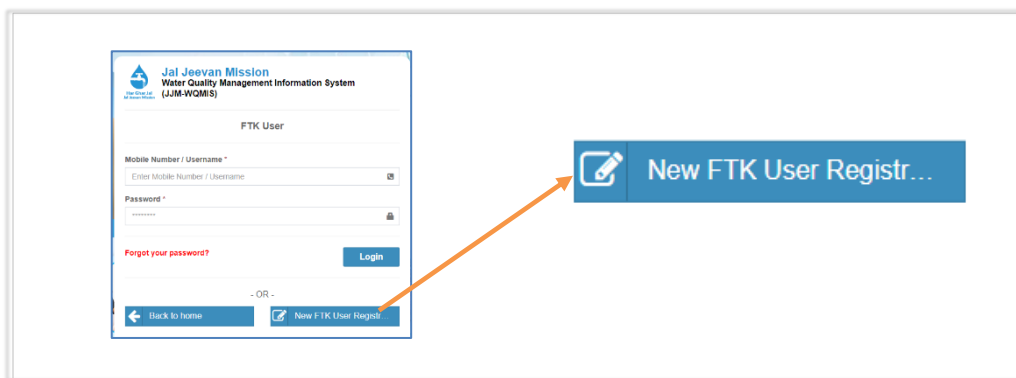


Figure 12: How to open Registration's form UI for FTK User

2) Enter the active mobile number and click on the Generate OTP button.

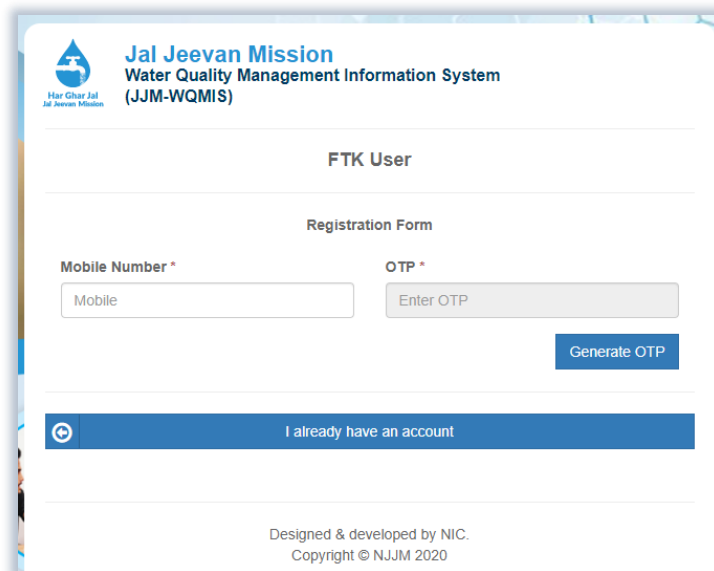


Figure 13

**+ INFORMATION**

*The application prompts sending of a One Time Password (OTP) on the entered mobile number once a user clicks the Generate OTP button.*

3) User is supposed to enter the OTP received in the provided box and click on the Verify OTP button.

Figure 14

**+ INFORMATION**

*The application validates the mobile number against the provided OTP. If it has been found correct a user should see a registration form similar to the next step.*

## Registration (Step-by-step description)

4) A user is supposed to enter the details in the provided entry form. (Refer to figure 15)

**Jal Jeevan Mission**  
Water Quality Management Information System  
(JJM-WQMIS)

**FTK User**

**Registration Form**

Mobile Number \* Validated ✓  
7017154970

OTP \*  
....

First Name \*  
First Name

Last Name  
Last Name

EmailId \*  
EmailId

Date of Birth \*  
Date of birth

Gender \*  
Select Gender

Whether you are part of VWSC or paani samiti \*  
Select

Whether training for FTK is given \*  
Select

State \*  
--Select--

District \*  
--Select--

Block \*  
--Select--

Gram Panchayat \*  
--Select--

Village \*  
--Select--

Address  
Address

Pin Code \*  
0

Password \*  
Password

Confirm Password \*  
Confirm Password

**Register**

[I already have an account](#)

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Figure 15

The following details are required to be furnished by the applicant.

## Registration (Step-by-step description)

• First Name	• Last Name
• Email Id	• Date of Birth
• Gender	• Whether you are a part of VWSC or Paani Samiti,
• State	• Whether training for FTK is given,
• District	• Address
• Block	• Pin code
• Gram Panchayat	• Password
• Village	• Confirm Password ( <i>Same as the entered password</i> )

### INFORMATION

*The application prompts that the entered details have been saved successfully. Thus, the first phase of the registration process for the FTK User has been completed. The next phase is to get approved by Admin.*

An applicant should wait until his account gets activated by a Lab in-charge, since the status of this account is in an inactive state as of now.

This account gets activated with a Lab in-charge's approval. Afterwards, the user can login on to the portal and can submit information of water samples.

### NOTE

- A user must have an active mobile number & email id at the time of registration.
- A user who is already registered should click on the button named "I already have an account." It takes a user back to the login page.
- All fields marked with an asterisk should be entered with appropriate values.

## Registration (Step-by-step description)

### 4.3 Sample Collector (Departmental) User's Registration

- ✓ To start the registration, an applicant should click on the Department (Official) User login button. (Refer to this [sub section](#) for more information regarding login process.)
- ✓ It is assumed that the applicant is available at an appropriate login UI.
- ✓ A user is required to register his details first and then wait for the approval by admin.

1) Click on the New User Registration (Departmental User) button.

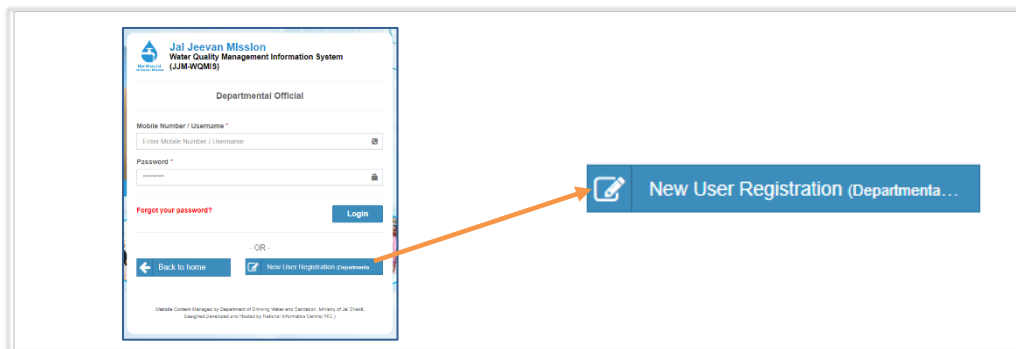


Figure 16: How to open Registration's form UI for Departmental User

2) Enter the active mobile number and click on the Generate OTP button.

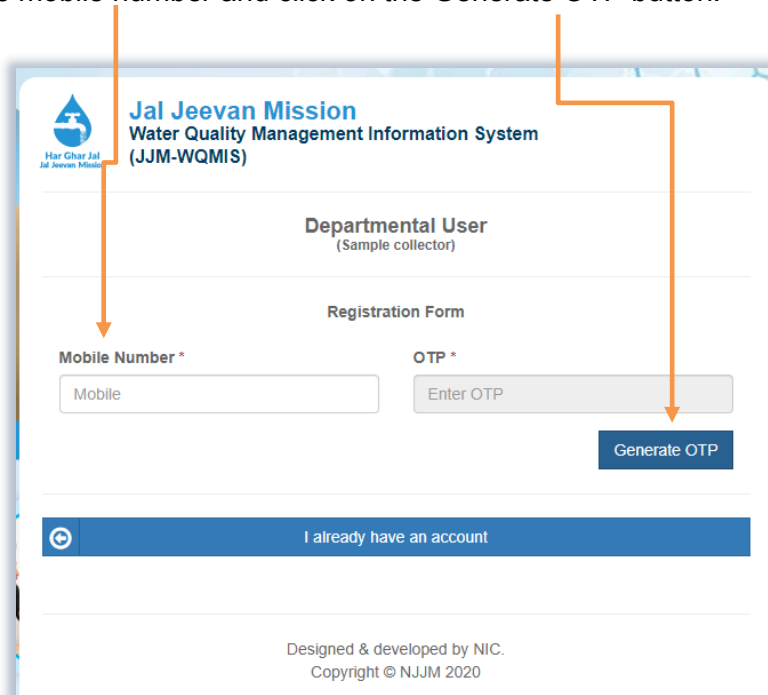


Figure 17

**+ INFORMATION**

*The application prompts sending of a One Time Password (OTP) on the entered mobile number once a user clicks the Generate OTP button.*

3) User is supposed to enter the OTP received in the provided box and click on the Verify OTP button then.

The screenshot shows the registration interface for a Departmental User (Sample collector) in the Jal Jeevan Mission Water Quality Management Information System (JJM-WQMIS). The form is titled "Registration Form" and contains the following elements:

- Logo of Jal Jeevan Mission (Har Ghar Jal, Jal Jeevan Mission).
- System Name: Jal Jeevan Mission Water Quality Management Information System (JJM-WQMIS).
- User Type: Departmental User (Sample collector).
- Registration Form section with two input fields:
  - Mobile Number \* (with a "Mobile" placeholder)
  - OTP \* (with an "Enter OTP" placeholder)
- A "Generate OTP" button.
- A link: "I already have an account".
- Footer: "Designed & developed by NIC. Copyright © NJJM 2020".

Two orange arrows point from the text above to the "Generate OTP" button and the "Enter OTP" input field.

Figure 18

**+ INFORMATION**

*The application validates the mobile number against the provided OTP. If it has been found correct a user should see a registration form similar to the next step.*

## Registration (Step-by-step description)

4) A user is supposed to enter the details in the provided space and click on the **Register** button.  
(Refer to figure 19)

**Jal Jeevan Mission**  
Water Quality Management Information System  
(JJM-WQMIS)

**Departmental User**  
(Sample collector)

**Registration Form**

Mobile Number \* Validated ✓  
XXXXXX-XXXX

OTP \*  
....

First Name \*  
Mohnish

Last Name  
Pandey

Designation \*  
Independent Tester

Department \*  
Pathology

State \*  
Uttar Pradesh

Email Id \*  
pandeymohnish@gmail.com

Password \*  
.....

Confirm Password \*  
.....

**Register**

[I already have an account](#)

Figure 19

The following details are required to be furnished by the applicant.

• First Name	• Last Name
• Designation	• Department
• State	• Email Id
• Password	• Confirm Password ( <i>Same as the entered password</i> )

Click on the **Register** button to **save** the entered information.

### INFORMATION

*The application prompts that the entered details have been saved successfully. Thereby, the first phase of registration has been completed. In the second phase an admin verifies details of the applicant and does the needful.*

An applicant should wait until his account details are verified by a state user/ super admin. The account becomes active as soon as the super admin approves it.

Afterwards this user can login on to the portal for work purposes.

### NOTE

- A user must have an active mobile number & email id at the time of registration.
- A user who was registered successfully previously should click on the button named “I already have an account.” It takes a user back to the login UI.
- All fields marked with an asterisk should be entered with appropriate values.



### 4.4 Lab In-charge User's Registration

- ✓ Registration of this user is done by an admin.
- ✓ This process can be divided into two parts further.
  - Registration part
  - User's validation part

#### 4.4.1 Registration part (by Admin)

✓ Login (Super admin or state user)
✓ Go To Lab In-charge's registration menu.
✓ Click on the create account.
✓ Fill the necessary information in the provided box. (Refer to figure 20 given below)
<ul style="list-style-type: none"><li>• First Name</li><li>• Mobile Number</li><li>• Designation</li><li>• Select Laboratory</li><li>• Last Name</li><li>• Email Id</li><li>• Account Status</li></ul>

The screenshot shows a web form titled "Add New Lab In-charge". At the top right, there is a link "List of lab in-charge". The form is divided into sections. The "Lab In-charge Information" section contains several input fields: "First Name" (with a person icon), "Last Name" (with a person icon), "Mobile Number" (with a mobile phone icon), "Email Id" (with an envelope icon), "Designation" (with a person icon), and "Account Status" (a dropdown menu currently showing "Active"). Below these is a "Select laboratory" dropdown menu with the text "Select Some Options". A blue "Submit" button is located at the bottom right of the form. At the very bottom of the page, there is a footer with the text "Designed & developed by NIC . Copyright © NJJM 2020" on the left and "You will be logged out for inactivity." on the right.

Figure 20 - Registration of a Lab in-charge user

Upon submission of the required information the applicant is notified via SMS (or other medium).

Thereafter applicants need to perform the authentic cation using the process described in the next sub section.

### 4.4.2 Account Validation part (by applicant)

1) An applicant should go to login page and click on the Validate Your Account button as demonstrated in figure 21.

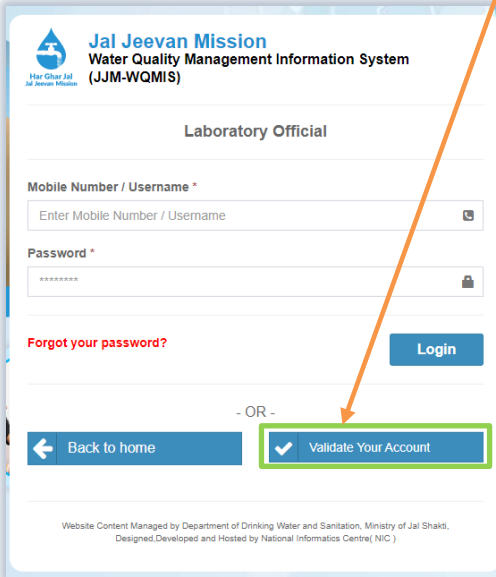


Figure 21

2) Thereafter, the applicant should enter the same mobile number that was used during the registration and then click on Generate OTP button. (Refer to figure 22)



Figure 22

### **+** INFORMATION

*Successful validation sends user to complete the next part of the application that is, furnishing personal details including setting up a password.*

## Registration (Step-by-step description)

3) The applicant should enter the following information and click on **Register** button to complete the process. (Refer to figure 23)

• First Name	• Last Name
• Email id	• Designation
• State	• Password, and then Confirm password

**Jal Jeevan Mission**  
Water Quality Management Information System  
(JJM-WQMIS)

Laboratory Official

Account Validation - Only for Lab In-charge, Lab Technician

Mobile Number \* Validated ✓

OTP \*

First Name \*

Last Name

Emailid \*

Designation

State \*

Password \*

Confirm Password \*

[Register](#)

[I already have an account](#)

Figure 23

### + INFORMATION

*Successful submission of details activates lab in-charge's account. He can login on the portal and can perform his duties as required now.*

### 4.5 Lab Technician User's Registration

- ✓ Registration of this user is done by an admin (lab in-charge)
- ✓ It follows the same set of rules that are demonstrated for the registration of a lab in-charge user. (Please refer to this [sub section](#).)

#### 4.5.1 Registration part (by Admin)

To register an applicant as Lab technician, please follow the given instructions:

1. Login (lab in-charge user)
2. Go To Manage Lab Technician >> Add Lab Technician
3. Fill the necessary information in the provided box. (Refer to figure 24 given below)
  - First Name
  - Last Name
  - Mobile Number
  - Select Laboratory

Figure 24 shows the 'Add New Lab Technician' form. The form is titled 'Add New Lab Technician' and has a 'List of lab technician' link in the top right. The form is divided into a 'Lab Technician Information' section. It contains three input fields: 'First Name \*', 'Last Name', and 'Mobile Number \*'. Below these is a 'Select laboratory \*' dropdown menu with a search bar and a list of options: 'select laboratory', 'BLOCK LEVEL WATER TESTING LABORATORY SANKARNKOIL [Lab group : BLOCK LEVEL]', and 'SUB-DISTRICT LEVEL LABORATORY TENKASI [Lab group : SUB DIVISIONAL LEVEL]'. At the bottom, there is a footer that reads 'Designed & developed by NIC . Copyright © NJJM 2020' and 'You will be logged out for inactivity'.

Figure 24 - Registration of a Lab Technician user

Upon submission of the required information the applicant is notified via SMS. Thereafter the next step is authentication of the applicant.

#### 4.5.2 Account Validation (by applicant)

- 1) An applicant should go to the login page and click on Validate Your Account.

It follows the same set of procedure that are described in lab in-charge authentication process [here](#).

## Registration (Step-by-step description)

Jal Jeevan Mission  
Water Quality Management Information System  
(JJM-WQMIS)

Laboratory Official

Mobile Number / Username \*

Enter Mobile Number / Username

Password \*

\*\*\*\*\*

Forgot your password?

Login

- OR -

Back to home

Validate Your Account

Website Content Managed by Department of Drinking Water and Sanitation, Ministry of Jal Shakti.  
Designed, Developed and Hosted by National Informatics Centre (NIC)

Figure 25

2) After then the applicant should enter the same mobile number that was used during the registration and then click on Generate OTP button. (Refer to figure 26)

Jal Jeevan Mission  
Water Quality Management Information System  
(JJM-WQMIS)

Laboratory Official

Account Validation - Only for Lab In-charge, Lab Technician

Mobile Number \*

Mobile

OTP \*

Enter OTP

Generate OTP

I already have an account

Figure 26

### + INFORMATION

Successful validation renders a registration form for the applicant. There he needs to furnish asked information.

3) Enter the following personal details and click on the **Register** button.

- First Name
- Last Name

## Registration (Step-by-step description)

- Email id
- Designation
- State
- Password, and then Confirm password

The screenshot shows the registration form for a Laboratory Official in the Jal Jeevan Mission Water Quality Management Information System (JJM-WQMIS). The form is titled "Laboratory Official" and includes a sub-heading "Account Validation - Only for Lab In-charge, Lab Technician". The form fields are as follows:

- Mobile Number \*: Validated ✓ (8770438557)
- OTP \*: (\*\*\*\*)
- First Name \*: ( )
- Last Name: (Muthuman)
- Emailid \*: (Emailid)
- Designation: (Designation)
- State \*: (Tamil Nadu)
- Password \*: (Password)
- Confirm Password \*: (Confirm Password)

A "Register" button is located at the bottom right of the form. At the bottom of the page, there is a link "I already have an account" with a left-pointing arrow icon.

Figure 27

### + INFORMATION

*Successful submission of details activates lab technician's account.*

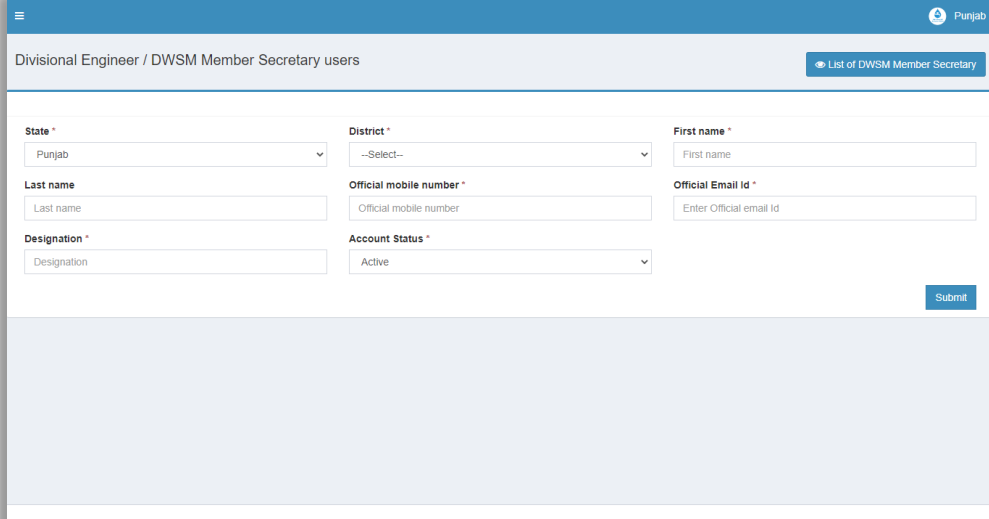
### 4.6DWSM Member Secretary User's Registration

- ✓ Registration of this user is done by an admin.
- ✓ This is also a two-part registration process as described for Lab in-charge & Lab Technician user.

#### 4.6.1 Registration part (by Super admin)

To register an applicant as DWSM member, please follow the given instructions:

1. Login (Admin)
2. Go To DWSM Member Secretary >> Add DWSM Member Secretary
3. Fill the necessary information in the provided box. (Refer to figure 28 given below)
  - State
  - District
  - First Name
  - Last Name
  - Official mobile number
  - Official email id
  - Designation
  - Account Status



The screenshot shows a web application interface for adding a DWSM Member Secretary. The page title is "Divisional Engineer / DWSM Member Secretary users" and there is a link to "List of DWSM Member Secretary". The form contains the following fields:

- State \***: A dropdown menu with "Punjab" selected.
- District \***: A dropdown menu with "--Select--" selected.
- First name \***: A text input field with "First name" as a placeholder.
- Last name**: A text input field with "Last name" as a placeholder.
- Official mobile number \***: A text input field with "Official mobile number" as a placeholder.
- Official Email Id \***: A text input field with "Enter Official email id" as a placeholder.
- Designation \***: A text input field with "Designation" as a placeholder.
- Account Status \***: A dropdown menu with "Active" selected.

A "Submit" button is located at the bottom right of the form. At the bottom of the page, there is a footer that reads "Designed & developed by NIC . Copyright © NJJM 2020" and a notification "You will be logged out for inactivity."

Figure 28 - Registration of a DWSM Member Secretary user

Upon submission of the required information the applicant is notified via SMS. Thereafter an applicant is required to authenticate his details.

#### 4.6.2 Account Validation (by applicant)

- 1) An applicant should go to the login page and click on Validate Your Account.

## Registration (Step-by-step description)

Jal Jeevan Mission  
Water Quality Management Information System  
(JJM-WQMIS)

DWSM Member Secretary

Mobile Number / Username \*

Enter Mobile Number / Username

Password \*

Forgot your password? Login

- OR -

Back to home Validate Your Account

Website Content Managed by Department of Drinking Water and Sanitation, Ministry of Jal Shakti,  
Designed, Developed and Hosted by National Informatics Centre (NIC)

Figure 29

2) Enter the official mobile number that was used during the registration and click on the Generate OTP button. (Refer to figure 30)

Jal Jeevan Mission  
Water Quality Management Information System  
(JJM-WQMIS)

DWSM Member Secretary

Registration Form

Login Id \* OTP \*

Login Id Enter OTP

Generate OTP

I already have an account

Designed & developed by NIC.  
Copyright © NJJM 2020

Figure 30

### + INFORMATION

*Successful validation of user sends the applicant to provide personal details & setting up a password.*

3) Enter the following personal details and click on the **Register** button.



## Registration (Step-by-step description)

• First Name	• Last Name
• Email id	• Designation
• State	• District
• Password	• Confirm password

**Jal Jeevan Mission**  
Water Quality Management Information System  
(JJM-WQMIS)

**DWSM Member Secretary**

Registration Form

Login Id \* Validated ✓  OTP \*

First Name \*  Last Name

Email Id \*  Designation \*

State \*  District \*

Password \*  Confirm Password \*

Figure 31

### **+** INFORMATION

*Successful submission of details activates DWSM member secretary's account.*

In this chapter we have gone through the process of registration for different users of WQMIS web application. Such as:

- FTK User,
- Public Users,
- Sample collector,

## Registration (Step-by-step description)

- Lab in-charge,
- Lab technician,
- DWSM user, etc.

In the next chapter we shall be covering, what does WQMIS application offer to do with each type of user account.

Let's begin with [Field Test Kit](#) user's account.



### NOTE

- A user must have an active mobile number & email id at the time of registration.
- A user who has already done registration should click on the button named "I already have an account." It takes a user back to the login UI.
- All fields marked with an asterisk should be entered with appropriate values.

## 5 Field Test Kit User's Account

An FTK user is supposed to collect water samples from the required source/ location. Then he should submit the necessary details using the entry form available in his account. Let's start with it.

### 5.1 Dashboard

Dashboard for the FTK user has got the following types of data. (Refer to figure 32)

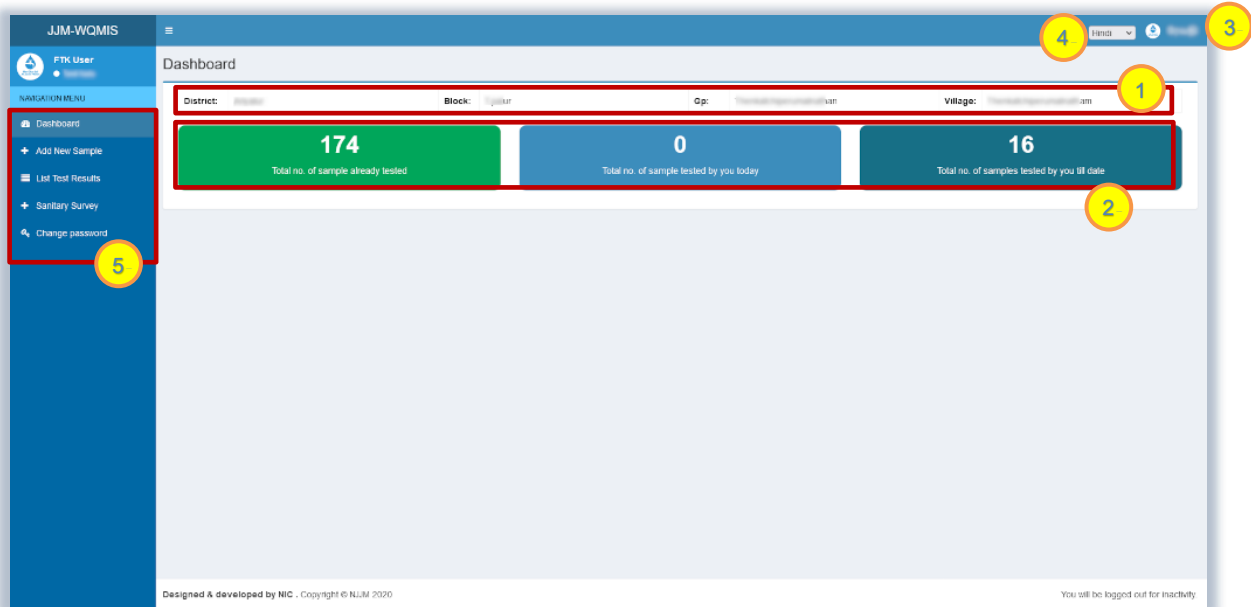


Figure 32

Let's understand each of the bullet points mentioned in the above figure.

- 1 It shows the name of the village (location) where the user is posted.  
It talks about the data, such as
  - Number of tests done,
  - Number of tests done in today,
  - Number of tests done until today
- 2
- 3 Displays the username.

- 4 One can change language of dashboard using this drop down.
- 5 Menu bar: Link to entry forms.

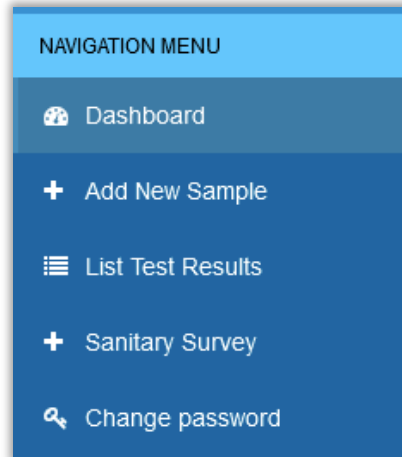
Description to available menu bar:

### 5.2 Navigation Menu

This menu helps a user to switch between other Entry forms and Dashboard.

It has these entries and reporting forms that helps to do the mentioned task on WQMIS, such as:

- Add new sample,
- Sanitary Survey
- List Test Results, etc.



**Figure 33**

### 5.3 Add New Sample

This web form lets a FTK user submit details of sample collected from a particular village.

On this entry form he can submit the following details about a collected water sample:

- Location of source,
- Location of water sample,
- Date & time of sample collection & water testing,
- List of parameters tested in a water sample,
- Can submit images of collected water samples, etc.

*(Refer to image 34 for reference purposes.)*

Add new FTK result

Sample & test results information

**Location of source:**

State \*  District \*  Block \*  Gp \*  Village \*  Habitation \*

**Location of water sample:**

Sample collected from \*

Water supply scheme sources  Delivery points  Other sources including private

PWS with FHTC  PWS without FHTC

Select Water Source \*

Location : in habitation [ Source type : Canal ] [ schemeld :  scheme name  , Type : PWS ]

**Date & Time of Sample Collection \***

**Date & Time of Sample tested \***

**Address**

**Remarks**

Sr.No	Parameter name	Unit	is water sample safe?
1.	<b>Bacteriological (H2S test) *</b>	Measurement Unit: NA Acceptable limit: Presence or Absence Permissible limit: Presence or Absence	<input checked="" type="radio"/> Presence <input type="radio"/> Absence <input type="radio"/> Not tested
2.	<b>Free residual Chlorine *</b>	Measurement Unit: mg/l Acceptable limit: 0.2 Permissible limit: 1	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
3.	<b>pH *</b>	Measurement Unit: NA Acceptable limit: 6.5-8.5 Permissible limit: No Relaxation	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
4.	<b>Total dissolved solids *</b>	Measurement Unit: mg/l Acceptable limit: 500 Permissible limit: 2000	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
5.	<b>Turbidity *</b>	Measurement Unit: NTU Acceptable limit: 1 Permissible limit: 5	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
6.	<b>Chloride (as Cl) *</b>	Measurement Unit: mg/l Acceptable limit: 250 Permissible limit: 1000	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
7.	<b>Total Alkalinity (as Calcium Carbonate) *</b>	Measurement Unit: mg/l Acceptable limit: 200 Permissible limit: 600	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
8.	<b>Total Hardness (As CaCO3) *</b>	Measurement Unit: mg/l Acceptable limit: 200 Permissible limit: 600	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested
9.	<b>Iron (As Fe) *</b>	Measurement Unit: mg/l Acceptable limit: 1 Permissible limit: No Relaxation	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Not tested
10.	<b>Fluoride (as F) *</b>	Measurement Unit: mg/l Acceptable limit: 1 Permissible limit: 1.5	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Not tested
11.	<b>Nitrate (as NO3) *</b>	Measurement Unit: mg/l Acceptable limit: 45 Permissible limit: No Relaxation	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Not tested
12.	<b>Total Arsenic (As As) *</b>	Measurement Unit: mg/l Acceptable limit: 0.01 Permissible limit: No Relaxation	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Not tested
13.	<b>Ammonia (as Total Ammonia- N) *</b>	Measurement Unit: mg/l Acceptable limit: 0.5 Permissible limit: No Relaxation	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not tested

**Supporting result photo (if result is not in safe range)**

No file chosen  
(photo size maximum 500kb)

Designed & developed by NIC . Copyright © NJJM 2020 You will be logged out for inactivity

Figure 34

### 5.4 List Test Results

When an FTK user clicks on this menu entry he finds a list of results of tested samples.

FTK samples information

Sample & test results information

Copy Excel CSV PDF Print All list Search:

Sr. No.	Unique sample id	District	Block	Gram panchayat	Village	Sample testing time	Contamination Status	Action
1	U1181					3/10/2023 1:03:00 PM	Not Contaminated	
2	U1181					1/19/2023 1:56:00 PM	Not Contaminated	
3	U118					1/19/2023 1:54:00 PM	Not Contaminated	
4	U1181					1/19/2023 1:54:00 PM	Not Contaminated	

Figure: List of FTK samples information

#### 5.4.1 Download FTK sample Report

Report Information

**Drinking water quality testing using Field Test Kit**  
Drinking water sample test report

---

**Source description**

Sample id: U1181	Contamination status: Not Contaminated
State:	District:
Block:	Gram panchayat:
Village:	Habitation:
Source of sample: Source Type : Shallow Tubewell, location : Near School	

---

**Water sample test results**

Date & Time of Sample Collection: 10/03/2023 01:03 PM	Sample tested on: 10/03/2023 01:03 PM
---	---------------------------------------

Sr. No.	Parameters tested	Is water sample safe
1	Turbidity	Yes
2	pH	Yes
3	Total Alkalinity (as Calcium Carbonate)	Yes
4	Chloride (as Cl)	Yes
5	Fluoride (as F)	Yes
6	Ammonia (as Total Ammonia- N)	Yes
7	Nitrate (as NO3)	Yes
8	Total Hardness (As CaCO3)	Yes
9	Iron (As Fe)	Yes
10	Total Arsenic (As As)	Yes
11	Free residual Chlorine	Yes
12	Total dissolved solids	Yes
13	Bacteriological (H2S test)	Absence

---

**Test done by**


Name:	Mobile number: xxxxxx1970
-------	---------------------------

**Note:**

- If the results are found to be contaminated, the FTK user is advised to contact the concerned VWSC/ Paani samiti/ Rural water supply department immediately for possible remedial action.
- This is an auto generated report and no signature is required



Figure: Test Report of FTK Sample

 **NOTE**

- ✓ A user can view the test report by clicking on the  placed on the far-right position.
- ✓ Functionality of buttons provided to export data is described in chapter 13. [Read it here.](#)

### 5.5 Sanitary Survey

This entry form lets a user submit details of a sanitary survey.

- ✓ The surveys are displayed based on the default location of FTK user. (Refer to figure 35)
- ✓ screen user should click on the  button. (Refer to figure 35(b))
- ✓ Thereafter, on the next rendered entry form a user should furnish the details as per the requirement. Then he should click on the  button to make the changes safe.

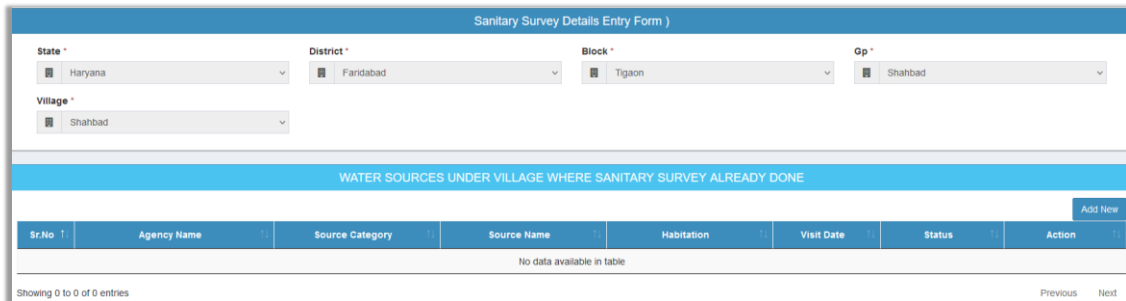


Figure 35 (a)

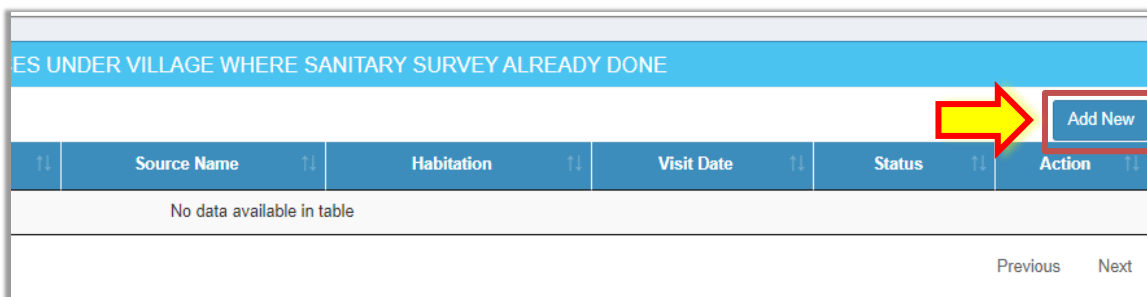


Figure 35 (b)

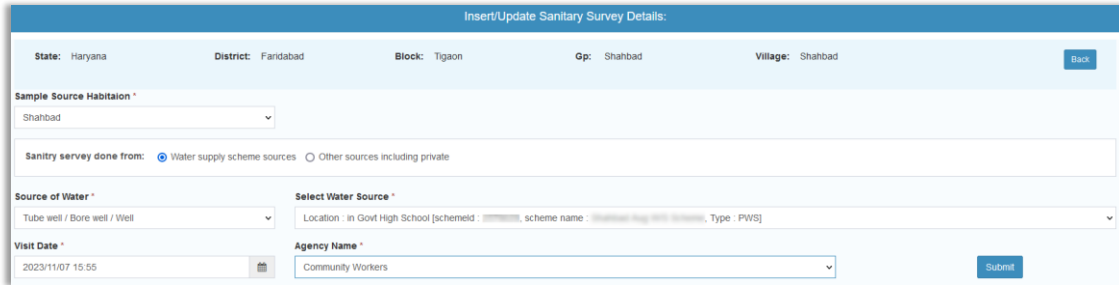


Figure 35 (c) – Addition of a required Survey

## 5.6 Change Password

Here is how a user can change his old password.

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the **Submit** button.

(Refer to the given figure 36)

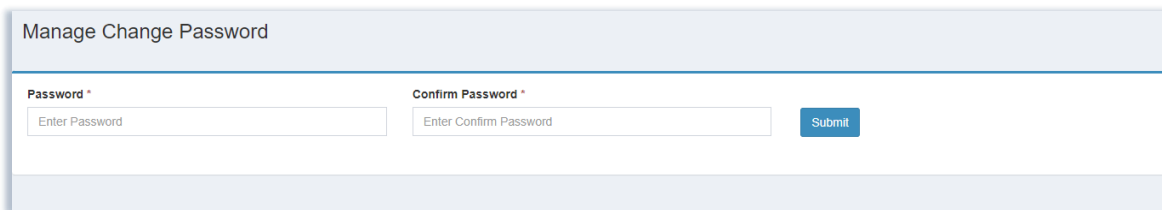


Figure 36

To terminate the current session, the user is supposed to click on the Sign out button.

It is available on mouse hover on his profile name. (It is placed at the top right position)

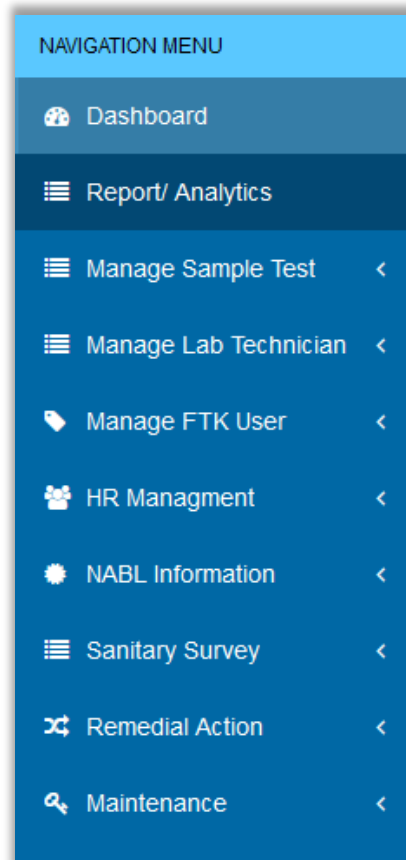
In the next chapter we will be covering the work of a Lab in-charge User.



## 6 Lab In-charge User's Account

---

A lab in-charge account has the following list of Menu items. *(Refer to figure 37)*



**Figure 37**

### 6.1 Dashboard

Dashboard for a lab in-charge user depicts the following set of information. *(Refer to figure 38)*

- Total number of new samples tested, samples approved, contaminated, & remedial action taken.
- Summary of Departmental samples and public samples,
- Also, a list of service areas it has been monitoring.

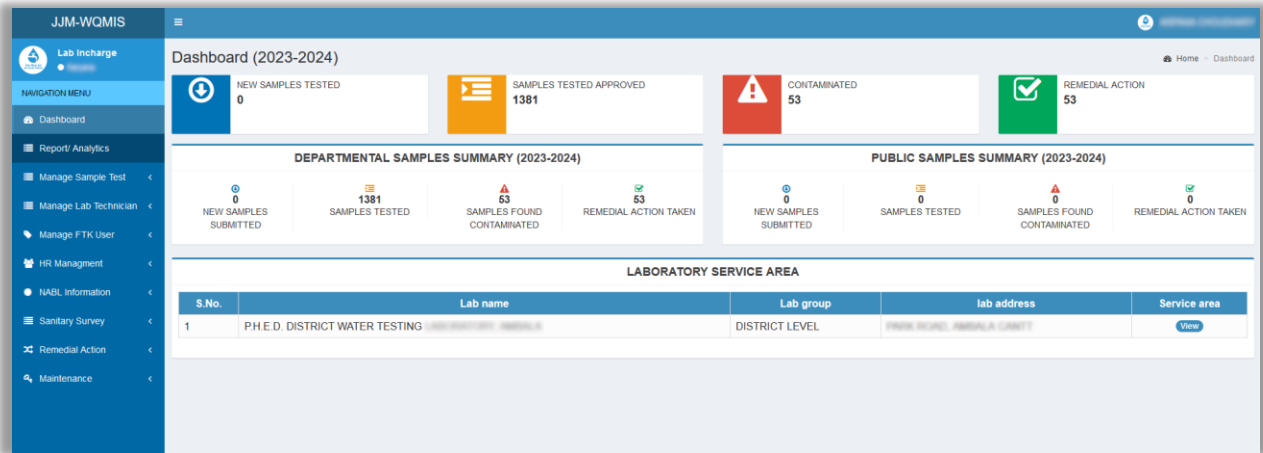
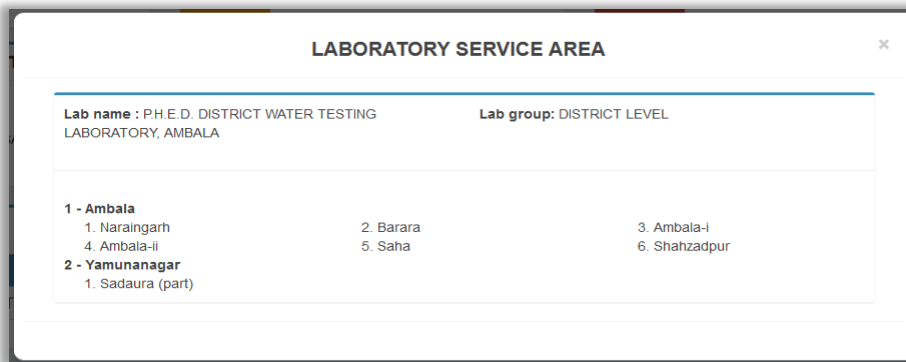


Figure 38

A lab in-charge user can view details of a service area of a laboratory using the [View](#) button placed on the far-right position. (Refer to figure given below)



View Service Areas

Below is the description to other menu-items of the navigation:

## 6.2 Report/ Analytics

Under this menu item various report formats are available. There are two groups of report formats available, namely:

- Reports related to water testing,
- Reports related Swachh Jal se Suraksha campaign reports.

These reports help a lab in-charge user to obtain useful information regarding samples collected in quick steps.

A user is required to click on each report to see the information it offers.

For example: Click on Format L1: "Contamination wise details of villages." (Refer to figure 39)

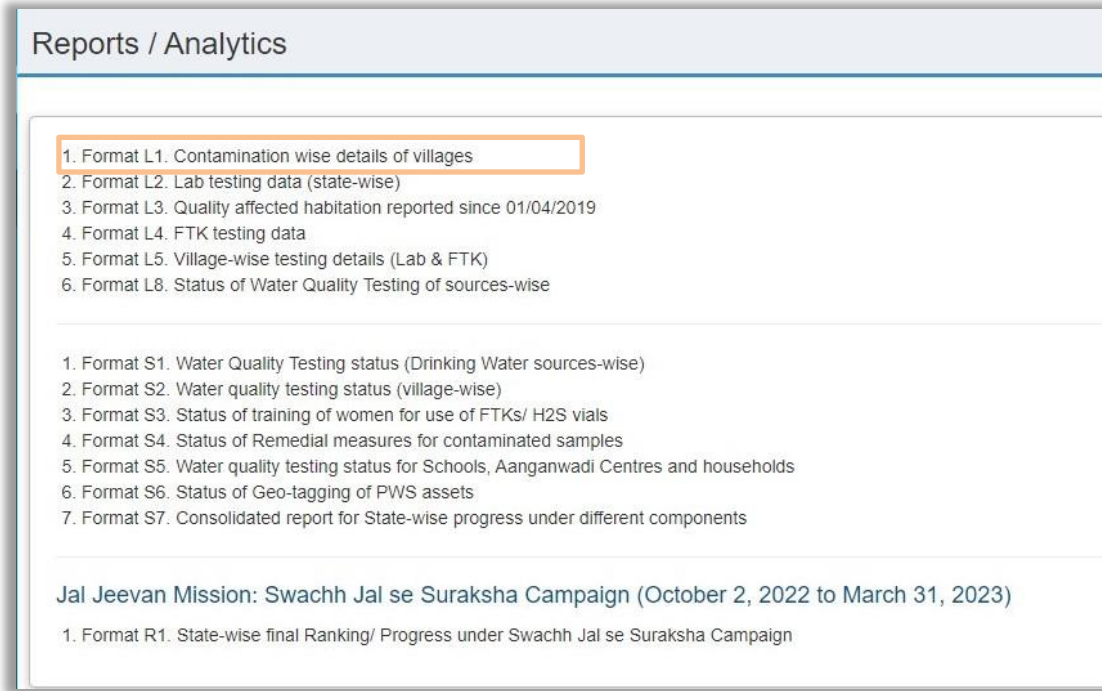


Figure 39

Which in turn opens a report as demonstrated below. (Refer to figure 40)

Format L1. Contaminat wise details of villages where in water samples were found contaminated

Financial Year \* 2023-2024 State Haryana District --Select-- Block --Select--  
 Gram panchayat --Select-- Village --Select-- Show

S.No.	District name	No. of villages wherein contamination found in samples															
		Chemical Contaminants													Bacteriological Contamination		
		pH	TDS	Turbidity	Chloride	Total Alkalinity	Total Hardness	Sulphate	Iron	Total Arsenic	Fluoride	Nitrate	Residual Chlorine	Others	E coli	Total Coliform	Others
1	Ambala	0	0	1	0	0	0	1	0	0	0	0	0	1	0	67	0
2	Bhiwani	0	17	2	10	2	17	5	0	0	28	2	0	63	0	134	0
3	Charkhi Dadi	0	9	7	6	1	13	0	4	1	3	1	0	17	0	99	0

Figure 40

Any report can be –

- downloaded or exported in MS Excel format.
- printed,

- A user can set a criterion in the given boxes to find a specific set of information from large number of records.  
(More on this is available in chapter 13. To learn more, [click here.](#))

### 6.3 Manage Sample Test

A lab in-charge can keep track of the following:

- List of Reports to be Approved (Refer to figure 42(a)),
- List of Approved Reports (Refer to figure 42 (b)),
- List of Refused (Refer to figure 42 (c)), etc.

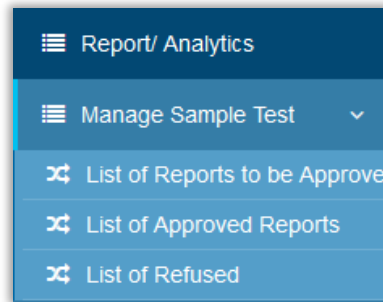


Figure 41

Each of the list of reports can be viewed in the following layout.

#### 6.3.1 List of Reports to be Approved



Sr. No.	Sample Id	Sample type	Lab name	Source of Sample	sample collection date(yyyy/mm/dd hh:mm)	Payment receipt	Approve / Re-testing
1	U699862S16150706	Department Sample	District Level Water Quality Testing and Monitoring Laboratory, Bageshwar	Source Type : Treated Surface Water, location : GADHERA	2023/10/21 14:10		<a href="#">Show Details</a>
2	U699862S16150627	Department Sample	District Level Water Quality Testing and Monitoring Laboratory, Bageshwar	Source Type : Khadins/ Nadis/ Tanks/ Ponds/ Wells/ Oorans, location : in habitation	2023/10/21 13:35		<a href="#">Show Details</a>

Figure 42 (a)

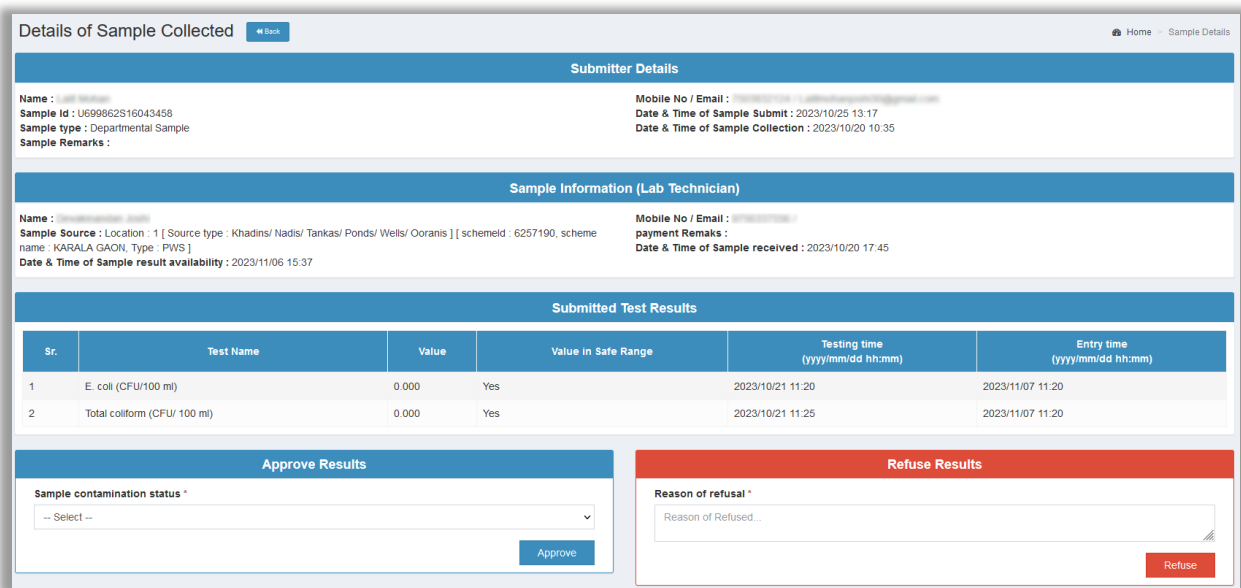
In case a Lab in-charge user wants to see detail of any sample he should click on the [Show Details](#) button.

If a user wants to see a specific set of records, he can make use of Financial Year and Select laboratory option. Using these two controls one can see more meaningful set of records, for instance, samples added in a financial year (2023-2024) etc.

There following fields of information are available that help lab in-charge user a lot.

- Sample Id
- Lab Name
- Sample Collection Date
-  (Payment Receipt button to print the receipt of fees paid)
- Sample Type
- Source of Sample
-  *(Refer to this figure)*

### 6.3.2 Show Details of a report



**Details of Sample Collected**

**Submitter Details**

Name : [Redacted]  
 Sample Id : U699862S15043458  
 Sample type : Departmental Sample  
 Sample Remarks :

Mobile No / Email : [Redacted]  
 Date & Time of Sample Submit : 2023/10/25 13:17  
 Date & Time of Sample Collection : 2023/10/20 10:35

**Sample Information (Lab Technician)**

Name : [Redacted]  
 Sample Source : Location : 1 [ Source type : Khadins/ Nadis/ Tankas/ Ponds/ Wells/ Ooranis ] [ schemeld : 6257190, scheme name : KARALA GAGON, Type : PWS ]  
 Date & Time of Sample result availability : 2023/11/06 15:37

Mobile No / Email : [Redacted]  
 payment Remarks :  
 Date & Time of Sample received : 2023/10/20 17:45

**Submitted Test Results**

Sr.	Test Name	Value	Value in Safe Range	Testing time (yyyy/mm/dd hh:mm)	Entry time (yyyy/mm/dd hh:mm)
1	E. coli (CFU/100 ml)	0.000	Yes	2023/10/21 11:20	2023/11/07 11:20
2	Total coliform (CFU/ 100 ml)	0.000	Yes	2023/10/21 11:25	2023/11/07 11:20

**Approve Results**

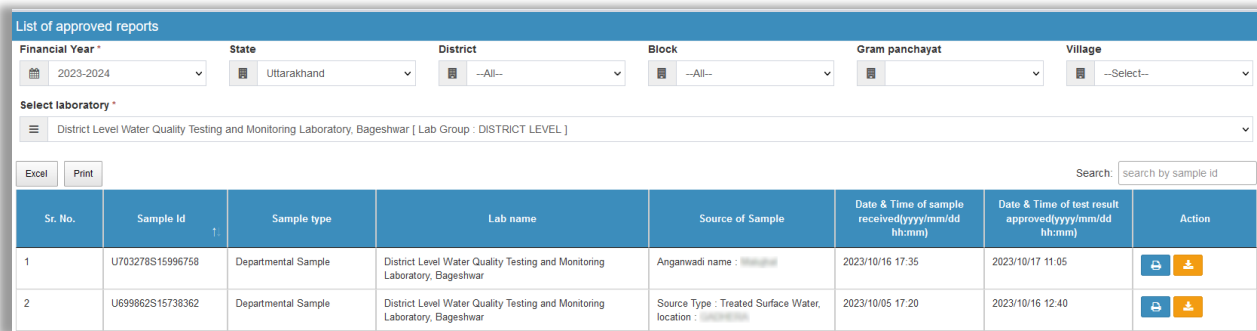
Sample contamination status \*  
 -- Select --  
 Approve

**Refuse Results**

Reason of refusal \*  
 Reason of Refused...  
 Refuse

Output of Show Details button with reference to figure 42

### 6.3.3 List of Approved Reports



**List of approved reports**

Financial Year \* 2023-2024  
 State Uttarakhand  
 District --All--  
 Block --All--  
 Gram panchayat  
 Village --Select--

Select laboratory \*  
 District Level Water Quality Testing and Monitoring Laboratory, Bageshwar [ Lab Group : DISTRICT LEVEL ]

Excel Print Search: search by sample id







Sr. No.	Sample Id	Sample type	Lab name	Source of Sample	Date & Time of sample received(yyyy/mm/dd hh:mm)	Date & Time of test result approved(yyyy/mm/dd hh:mm)	Action
1	U703278S15996758	Departmental Sample	District Level Water Quality Testing and Monitoring Laboratory, Bageshwar	Anganwadi name : [Redacted]	2023/10/16 17:35	2023/10/17 11:05	 
2	U699862S15738362	Departmental Sample	District Level Water Quality Testing and Monitoring Laboratory, Bageshwar	Source Type : Treated Surface Water, location : [Redacted]	2023/10/05 17:20	2023/10/16 12:40	 

Figure 42(b)

There following fields of information are available in this list of approved reports.

- Sample Id
- Lab Name
- Sample Type
- Source of Sample

- Date & Time of sample received (*in yyyyMMdd hhmm format*)
- Mobile Number
-  To print this document.
-  To view this report.

### 6.3.4 List of Refused

List of Samples to be Refused

Samples Information refused

Show  entries      Search:




Sr. No.	Sample Id	Source of sample	Date & Time of sample received (yyyy/mm/dd hh:mm)	Date & Time of test result refused (yyyy/mm/dd hh:mm)	Action
1	U819945L1359S8165387	Source Type : Deep Tubewell, location : in habitation	2022/12/23 10:15	2023/01/19 16:55	
2	U819945L1359S8165591	Source Type : Deep Tubewell, location : at water works	2022/12/23 10:05	2023/01/19 16:57	

Figure 42(c)

There following fields of information are available in for the above figure 42(c).

- Sample Id
- Source of Sample
- Date & Time of sample received (*in yyyyMMdd hhmm format*)
- Date & Time of test result refused (*in yyyyMMdd hhmm format*)
-  View this document to be refused

### INFORMATION

A user can do the following productivity related actions with the reports:

- He can search records using the Search box placed at the top right position.
- can control the number of rows to be displayed on a page.
- He can copy currently visible rows of records, or can export them to CSV, EXCEL, PDF format.
- More on this is explained in [chapter 13](#).

## 6.4 Manage Lab Technician

A lab in-charge can register or add a lab technician to a required lab, also he can view existing records of lab technicians added to the application.

(Refer to figure 43)

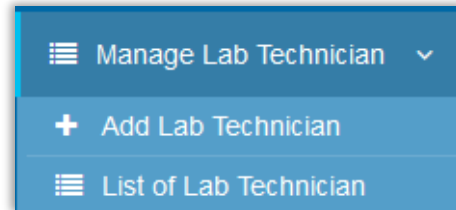
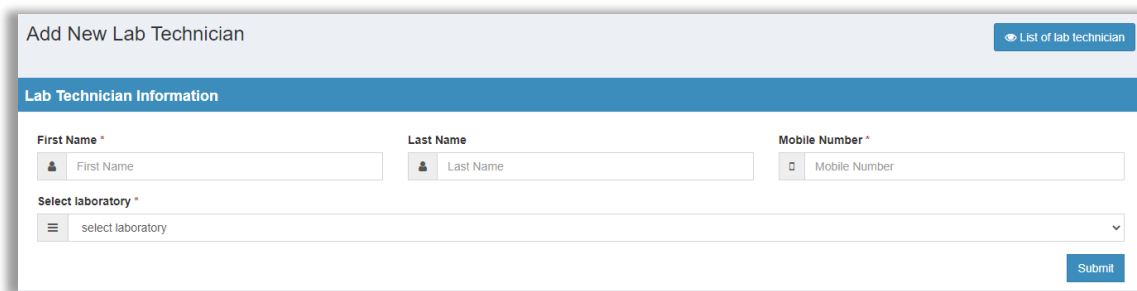


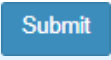
Figure 43

### 6.4.1. Add a Lab Technician

This menu option helps a lab in-charge to add (register) a new Lab technician as per the requirements.



To register a Lab technician-user, one can do the following:

- First name
- Last Name
- Mobile Number
- Select Laboratory
- Click on the  button to complete creation of Lab technician user.



### NOTE

Addition of a lab technician has been demonstrated in detail in previous chapter. Please refer to [section 4.5](#) for more information.

6.4.2. List of Lab Technician

Sr. No.	Lab technician name	Mobile number	Email	Lab name	Created date	validate date	Account status	Action
1	Anand Singh Nani	9876543210		Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Sector	28/07/2022	20/08/2022	Active	
2	Sohini Chandra	9876543210		Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Sector	08/02/2023	09/02/2023	Active	

Figure 44

6.4.3. Edit/ Update or Delete

At this summary of existing Lab technicians page, a lab in-charge user can Edit/ update and Delete a lab technician's profile.

To Delete a profile a user is supposed to click on the button.

To edit existing lab technician's details, one should do the following:

- 1) Click on the pencil button as demonstrated in figure 44.
- 2) Afterwards, the user is supposed to enter new values for this record and click on the Submit button. (Refer to figure 45).

Add New Lab Technician List of lab technician

**Lab Technician Information**

First Name \*  Last Name  Mobile Number \*

Select laboratory \*

Figure 45



## 6.5 Manage FTK User

A lab in-charge user exercises the following powers in context of a FTK user.

- To approve or disapprove account creation request or (registration request) of an applicant, who wants to become a FTK user. (Refer to figure 47 (A))
- To update or delete an existing FTK user as per the requirements. (Refer to figure 48)
- To review reports prepared by a FTK user. (Refer to figure 49 given ahead)



Figure 46

### 6.5.1 Approve/ Disapprove

List of FTK users

FTK User Information

Search mobile no.

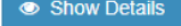
Copy Excel CSV PDF Print

Sr. No.	Name	Mobile	State	District	Block	Gram panchayat	Village	Action
1	Udaychitra D	9843826794	Tamil Nadu	Tenkasi	Melaneelithanalur	Ko-manthappapuram	Ko-Manthappapuram	Show Details
2	Prasanna Kumar	9790811110	Tamil Nadu	Tenkasi	Tenkasi	Azhagan	Azhagan	Show Details
3	Vandana D	9870366876	Tamil Nadu	Tenkasi	Melaneelithanalur	Chinnakulam	Chinnakulam	Show Details

Figure 47 (A)



#### NOTE

- ✓ To view details of a FTK user, lab in-charge should click on the  button. (Refer to figure 47 (B))
- ✓ More information on reports related buttons is provided in [chapter 13](#).

FTK User Details ← BACK

**User Information**

Name	Duraichi.M	Mobile No	9847823234
Email		Date of Birth	10 Jun 1976
State	Uttar Pradesh	District	Tehriwar
Block	Manoharapuram	Gram Panchayat	Manoharapuram
Village	Manoharapuram	Pin Code	227607
Area		House No	
Whether you are part of VWSC or paani samiti	Yes	Registration Date	09/28/2022 11:02:38

**Action**

Approve
  Refuse

Figure 47 (B): Review details of a FTK user

### 6.5.2 List of FTK Users

This menu option lets a user edit/update or delete an existing user as per the requirements.

Active FTK User Information

Financial Year: 2023-2024    Month: April

All list    Excel    Print    Search: search by mobile number


Sr. No.	Name	Mobile	State	District	Block	Gram Panchayat	Village	No. of sample Tested	Action
1	Seeta Devi	8859952262	Uttarakhand	Tehri Garhwal	Jaunpur	Manoharapuram	Manoharapuram	0	<input type="button" value="E"/> <input type="button" value="D"/>
2	20/02/2001 Anita devi	9897747148	Uttarakhand	Tehri Garhwal	Thakurhar	Manoharapuram	Manoharapuram	0	<input type="button" value="E"/> <input type="button" value="D"/>

Figure 48

This page offers the following tools to manage the available list of records:

- Edit a FTK user's profile information. [\(Go to section 6.4.3 for reference purposes\)](#)
- Delete a FTK user's profile information. [\(Go to section 6.4.2 for reference purposes\)](#)

### 6.5.3 List of FTK Test Results

This form renders a list of FTK samples' testing. Lab in-charge user can review report of using the download button  given at far-right place of a record. *(Refer to figure 49 (a) & 49 (b))*

FTK samples information

Sample & test results information

Copy Excel CSV PDF Print All list Search:

Sr. No.	Unique sample id	District	Block	Gram panchayat	Village	Sample testing time	Contamination Status	Action
1	LS7969F18560796318560796	Hoshiarpur	Hoshiarpur 1	Ward	Ward	3/15/2023 12:00:00 PM	Not Contaminated	
2	LS1472184F18560196518560196	Hoshiarpur	Hoshiarpur 1	Fatehgarh Nara	Fatehgarh Nara	3/15/2023 11:55:00 AM	Not Contaminated	
3	LS1474852F18560542518560542	Hoshiarpur	Hoshiarpur 1	Jard	Jard	3/15/2023 11:55:00 AM	Not Contaminated	
4	LS1470303F18559668518559668	Hoshiarpur	Mahipur	Field	Field	3/15/2023 11:50:00 AM	Not Contaminated	
5	LS1470322F18559876518559876	Hoshiarpur	Mahipur	Field	Field	3/15/2023 11:50:00 AM	Not Contaminated	

Figure 49 (a)

Report Information

**Drinking water quality testing using Field Test Kit**  
Drinking water sample test report

---

**Source description**

Sample id: U1181090F18376275S18376275	Contamination status: Not Contaminated
State: Punjab	District: Mansa
Block: Budhlada	Gram panchayat: Kalipur
Village: Kalipur	Habitation: Kalipur
Source of sample: Source Type : Shallow Tubewell, location : Near School	

---

**Water sample test results**

Date & Time of Sample Collection: 10/03/2023 01:03 PM	Sample tested on: 10/03/2023 01:03 PM
---	---------------------------------------

Sr. No.	Parameters tested	Is water sample safe
1	Turbidity	Yes
2	pH	Yes
3	Total Alkalinity (as Calcium Carbonate)	Yes
4	Chloride (as Cl)	Yes
5	Fluoride (as F)	Yes
6	Ammonia (as Total Ammonia- N)	Yes
7	Nitrate (as NO3)	Yes
8	Total Hardness (As CaCO3)	Yes
9	Iron (As Fe)	Yes
10	Total Arsenic (As As)	Yes
11	Free residual Chlorine	Yes
12	Total dissolved solids	Yes
13	Bacteriological (H2S test)	Absence

---

**Test done by**

Name: Aamrjeet Kaur	Mobile number: xxxxxx1970
---------------------	---------------------------

**Note:**

- If the results are found to be contaminated, the FTK user is advised to contact the concerned VWSC/ Paani samiti/ Rural water supply department immediately for possible remedial action.
- This is an auto generated report and no signature is required

Figure 49 (b) Test Report of FTK Sample



**NOTE**

✓ More information on reports related buttons is provided in [chapter 13](#).

## 6.6HR Management

This menu-item helps a lab in-charge adding information related to Employees hired at a lab. Here are 3 options available, such as:

- Add manpower (addition of an employee)
- List of manpower (to manage employees' existing information)
- Add attendance (for marking attendance)



Figure 50

### 6.6.1 Add Manpower

Figure 51

**Enter** the following information and click on **Submit** button to add an employee to a Laboratory.

• First Name	• Last Name
• Designation	• Date Of Birth
• Date Of Joining	• Mobile Number
• Email Id	• Select Employment Type
• Select Laboratory	• Address

### 6.6.2 List of Manpower

Under this menu information about all employees is available in the list format. A user may edit/update information of any hired/ appointed employee as per the requirements.

Employees Information + Add Employee

Employees Information

Show 50 entries Copy Excel CSV PDF Print Search:

Sr. No.	Name	Designation	Mobile	Email	Job status	Action
1	Amandeep Singh Saini	Lab Analyst	9478990416	asbada001@gmail.com	Working	
2	Ankur Joshi	Chemist	9988306111	anku.pharma111@gmail.com	Working	
3	Jaspreet Kaur	Data Entry cum Computer Operator	7973524116		Working	
4	Jyesh Kumar	Microbiologist	9405567776	jyesh.sharma777@gmail.com	Working	

Showing 1 to 4 of 4 entries Previous  Next

Figure 52: List of All employees at a lab

### 6.6.2.1 Edit/ Update

To Edit/Update an employee's info click on the Pencil icon and provide the new details for that employee. Thereafter click on the **Submit** button.

Add New Manpower List of Employee

Employee Information Form

First Name \*

Last Name

Designation \*

Date of Birth  Date of Joining

Mobile Number \*

Emailid

Select Employment type \*

Select laboratory \*

Working Status \*

Address \*

Figure 53

**NOTE**

✓ More information on reports related buttons is provided in [chapter 13](#).

### 6.6.3 Add Attendance

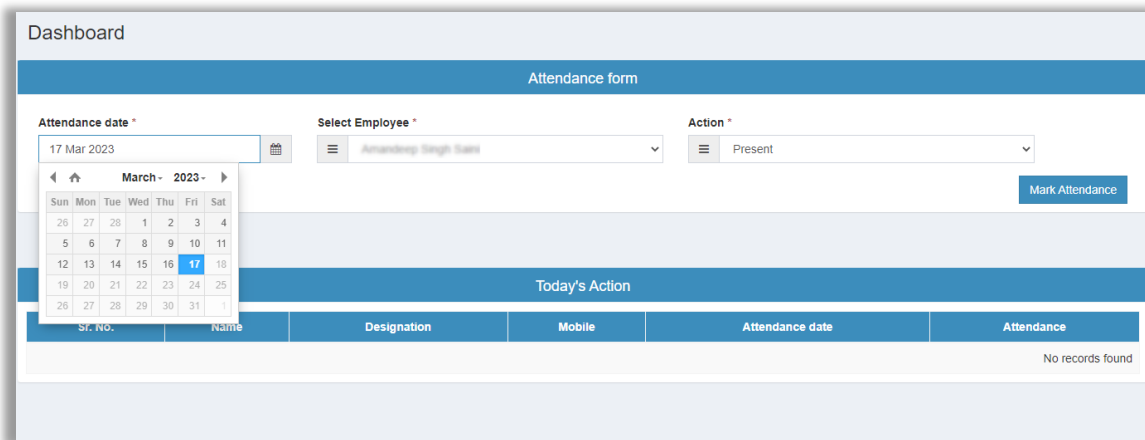


Figure 54

To mark attendance for an employee user should do the following:

- ✓ Select date,
- ✓ Select employee name,
- ✓ Select action

Thereafter click on the Mark Attendance button. This is all a user needs to do to mark attendance.

### 6.7 NABL Information

A lab in-charge can view. (Refer to figure 37)

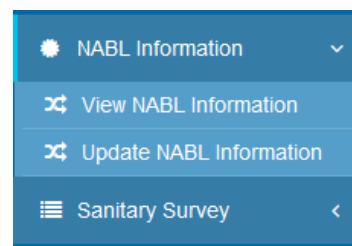


Figure 55

#### 6.7.1 View NABL Information

One should do the following:

- ✓ Select the laboratory for which NABL information is required.

**+ INFORMATION**

Wait a little until the application loads the information regarding selected lab. (Refer to figure 57))

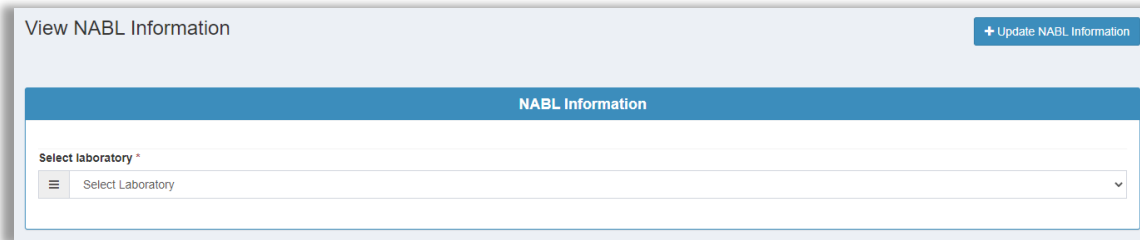


Figure 56: Step 1

Sr. No.	Parameter name	NABL Status	Certificate	Validity Date	Action
1.	Bacteriological (H2S test)				
2.	Calcium (as Ca)	Accreditation	nabfile135816	05-Dec-2023	
3.	Chloride (as Cl)	Accreditation	nabfile135810	05-Dec-2023	
4.	Colour	Accreditation	nabfile13583	05-Dec-2023	
5.	Magnesium (As Mg)	Accreditation	nabfile135817	05-Dec-2023	
6.	Odour	Accreditation	nabfile13584	05-Dec-2023	
7.	pH	Accreditation	nabfile13587	05-Dec-2023	
8.	Taste	Accreditation	nabfile13585	05-Dec-2023	
9.	TDS	Accreditation	nabfile13588	05-Dec-2023	
10.	Total Alkalinity (as Calcium Carbonate)	Accreditation	nabfile13589	05-Dec-2023	
11.	Total Hardness (As CaCO3)	Accreditation	nabfile135818	05-Dec-2023	
12.	Turbidity	Accreditation	nabfile13586	05-Dec-2023	

Figure 57: Step 2

A user may update the file of accreditation along with the date. To do so one should click on the pencil button. In case to delete a parameter one can click on the Delete button.

**6.7.2 Update NABL Information**

A lab in-charge user can also edit/ update NABL accreditation information of a Laboratory. He is supposed to follow the given procedure:

- ✓ Select the laboratory for which NABL information should be updated.
- ✓ Then user should select PDF file which contains certificate for both 'certificate of accreditation recognition' and 'scope of accreditation recognition'.

- ✓ Select the date until when it is valid.
- ✓ Select the name of parameter for which it is applicable.
- ✓ Click on the **Submit** button to save changes.

Figure 58

## 6.8 Sanitary Survey

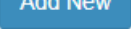
A Sanitary survey can be done in the following way.

Figure 59

Figure 60: Search an existing survey

Figure 61 (a): Search Result



In case a Sanitary Survey is not found then user can add it using  button. (Refer to figure 61)

 INFORMATION

An entry form similar to figure 61 (b) renders on the user's screen as soon as Add New button is clicked.

Insert/Update Sanitary Survey Details:

State: Uttarakhand    District: Uttarkashi    Block: Dunda    Op:    Village:    [Back](#)

Sample Source Habitation \*  
Maansaur

Sanitary survey done from:  Water supply scheme sources     Other sources including private

Source of Water \*    Select name of Anganwadi \*  
Anganwadi    Anganwadi Name : [redacted] [schemeId : [redacted], scheme name : [redacted] W/S scheme]

Visit Date \*    Agency Name \*  
2023/11/07 17:51    Community Workers    [Submit](#)

Sanitary Survey done by \*    Name of person \*    Is Sample Taken \*    Acceptable/Rejectable \*  
Community Representative    Test name    Yes    Acceptable

Sr/No	Question	Risk
1	Are pipes exposed close to any tapstand ?	<input checked="" type="radio"/> No <input type="radio"/> YES
2	Are the vents and covers on the tank damaged or open ?	<input checked="" type="radio"/> No <input type="radio"/> YES
3	Are there signs of leaks in the main supply pipe in the system ?	<input checked="" type="radio"/> No <input type="radio"/> YES
4	Do any tapstands leak ?	<input checked="" type="radio"/> No <input type="radio"/> YES
5	Do the community report any pipe breaks in the last week ?	<input checked="" type="radio"/> No <input type="radio"/> YES
6	Does surface water collect around any tapstand ?	<input checked="" type="radio"/> No <input type="radio"/> YES
7	Does the pipe leak between the source and storage tank ?	<input checked="" type="radio"/> No <input type="radio"/> YES
8	Has there been discontinuity in the last 10 days at any tapstand ?	<input checked="" type="radio"/> No <input type="radio"/> YES
9	Is human excreta on the ground within 10m of any tapstand ?	<input checked="" type="radio"/> No <input type="radio"/> YES
10	Is the area uphill of any tapstand eroded ?	<input checked="" type="radio"/> No <input type="radio"/> YES
11	Is the main supply pipe exposed anywhere in the system ?	<input checked="" type="radio"/> No <input type="radio"/> YES
12	Is the storage tank cracked,damaged or leak ?	<input checked="" type="radio"/> No <input type="radio"/> YES

Total Score Of Risk \*    Risk Score \*    Rectifying Measure Taken \*  
0    0    Water Authority

Recommendation \*  
Sample recommendation text

Any Remark On Measures Taken \*\*  
Sample remarks text

[Save](#)

Figure 41 (b)

### 6.9 Remedial Action (FTK chemical sample)

When a FTK chemical sample is received lab in-charge is supposed to take remedial action. This menu entry helps to achieve this purpose.

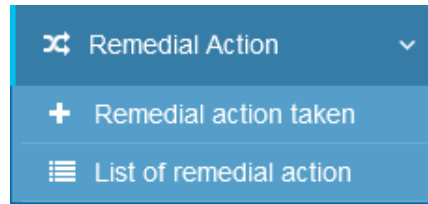
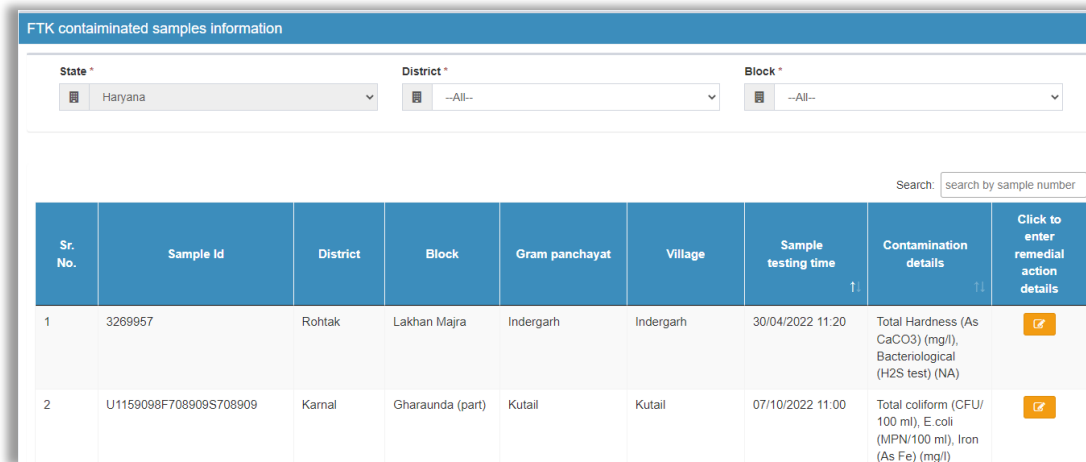


Figure 62

#### 6.9.1 Remedial Action Taken (entry form)



FTK contaminated samples information

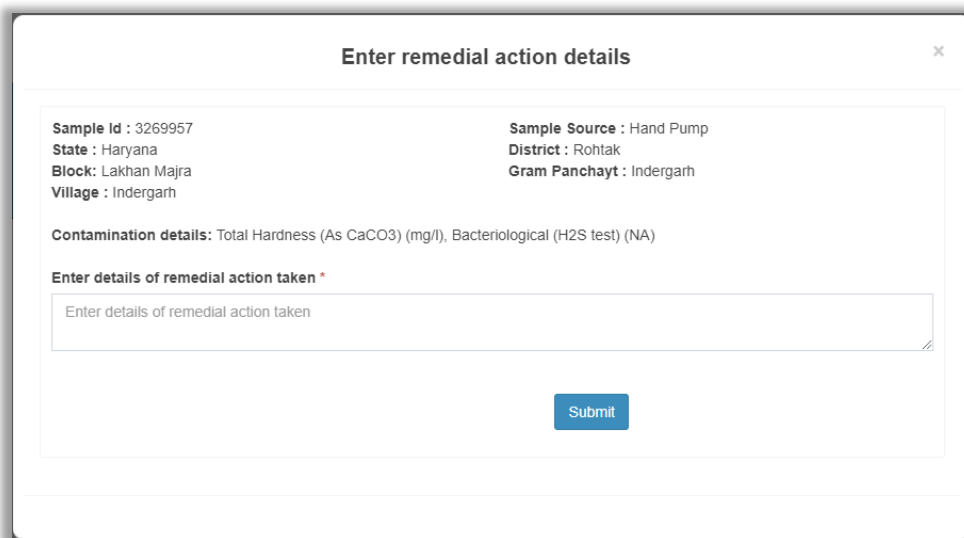
State: Haryana, District: --All--, Block: --All--

Search: search by sample number

Sr. No.	Sample Id	District	Block	Gram panchayat	Village	Sample testing time	Contamination details	Click to enter remedial action details
1	3269957	Rohtak	Lakhan Majra	Indergarh	Indergarh	30/04/2022 11:20	Total Hardness (As CaCO3) (mg/l), Bacteriological (H2S test) (NA)	
2	U1159098F708909S708909	Karnal	Gharaunda (part)	Kutail	Kutail	07/10/2022 11:00	Total coliform (CFU/100 ml), E.coli (MPN/100 ml), Iron (As Fe) (mg/l)	

Figure 63 (a)

A user may browse any FTK chemical sample that is found contaminated using the Edit button. Thus, he can update its details as per the requirements. (Refer to figure 63 (b))



Enter remedial action details

Sample Id : 3269957  
State : Haryana  
Block: Lakhan Majra  
Village : Indergarh

Sample Source : Hand Pump  
District : Rohtak  
Gram Panchayat : Indergarh

Contamination details: Total Hardness (As CaCO3) (mg/l), Bacteriological (H2S test) (NA)

Enter details of remedial action taken \*

Enter details of remedial action taken

Submit

Figure 63 (b)

6.9.2 List of Remedial Action

Sr. No.	Sample Id	District	Block	Gram panchayat	Village	Sample testing time	Click to view remedial action details
1	13191	Jalandhar	Narnath	Gumbala	Gumbala	09/12/2021 11:40	
2	1296292	Jalandhar	Jalandhar East	Shekha Pind	Shekha Pind	07/12/2021 12:30	
3	1296290	Jalandhar	Jalandhar East	Phoolpur	Phool Pur	09/12/2021 11:10	
4	2231815	Jalandhar	Jalandhar East	Jagrai	Jagrai	12/01/2022 10:00	
5	2231814	Jalandhar	Jalandhar East	Jagrai	Jagrai	12/01/2022 10:00	
6	2232204	Jalandhar	Jalandhar East	Jagrai	Jagrai	12/01/2022 10:00	
7	1867699F16870911687091	Jalandhar	Adampur	Kapurind	Kapur Pind	01/04/2022 10:02	
8	3273958	Jalandhar	Shahid	Inswal	Inswal	17/05/2022 13:30	
9	3273962	Jalandhar	Shahid	Shoopur	Shoopur	17/05/2022 13:30	
10	3273946	Jalandhar	Shahid	Dhandowal	Dhandowal	17/05/2022 13:00	

Figure 64

Using this menu option, a lab in-charge user can view the summary of contaminated FTK samples, such as:

✓ Sample Id	✓ District
✓ Block	✓ Gram Panchayat
✓ Village	✓ Sample Testing Time
✓  Button to View Remedial Action details (refer to figure 65)	

**Details of remedial action taken** ✕

Sample Id : 13191 State : Punjab Block : Narnath Village : Gumbala	Sample Source : Individual house tap water District : Jalandhar Gram Panchayat : Gumbala
---	--

Contamination details: Fluoride (as F) (mg/l)

Details of remedial action taken

Information given to the concerned for resampling of contaminated sample. Further reanalysis of sample will be done.

Figure 65

 NOTE

More information on reports related buttons is provided in [chapter 13](#).

### 6.10 Maintenance

A lab in-charge can change his password using this menu entry.

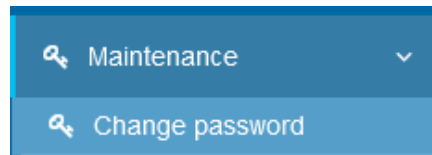


Figure 66

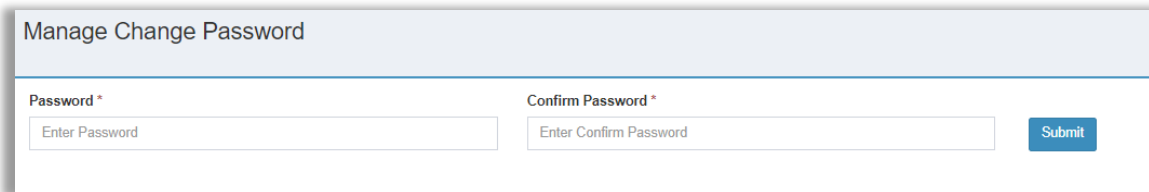

A screenshot of a web form titled 'Manage Change Password'. It contains two input fields: 'Password \*' with the placeholder text 'Enter Password' and 'Confirm Password \*' with the placeholder text 'Enter Confirm Password'. A blue 'Submit' button is located to the right of the second input field.

Figure 67

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the  button.

This was all about a Lab in-charge user's account.

In the next chapter we will cover information of a Lab technician user's account.

## 7 Lab Technician User Account

A Lab technician user receives samples collected and perform testing.

A lab in-technician's account has the following list of Menu items. (Refer to figure 68)

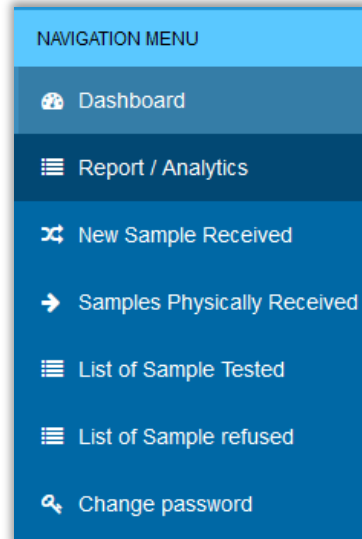


Figure 68

Let's understand the function of each of the menu items, now.

### 7.1 Dashboard

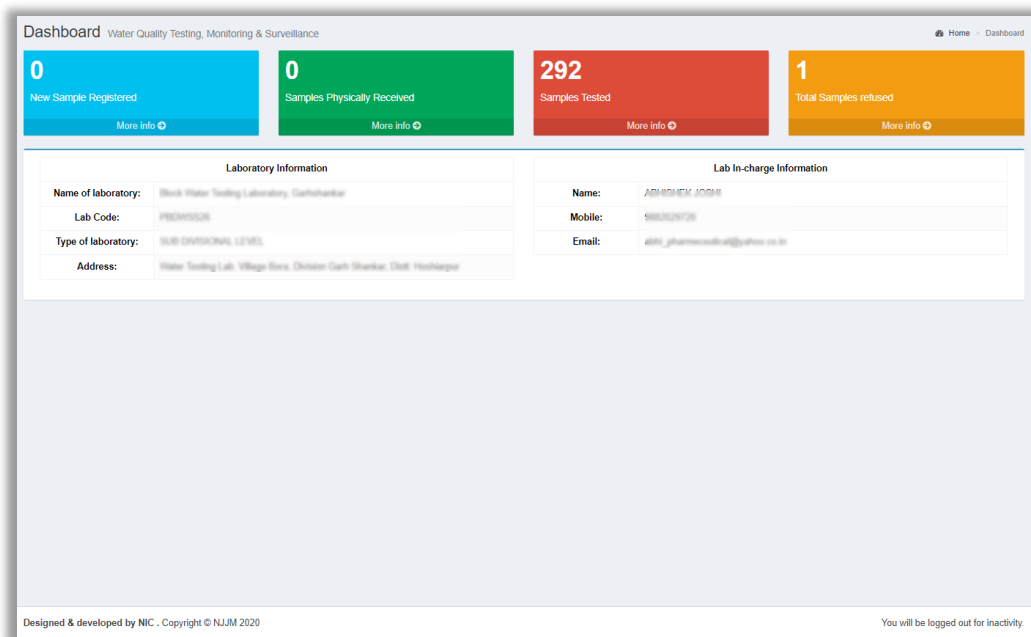


Figure 69

This offers the following three groups of information:

### 7.1.1 Sample Related

- New sample registered,
- Sample physically received,
- Sample tested,
- Total samples refused, etc.

### 7.1.2 Laboratory to which a User is Associated

- Laboratory information and Lab technician contact information.

### 7.1.3 Lab in-charge's information

- Lab in-charge's Name & Contact information, etc.

## 7.2 Reports/ Analytics

Under this menu item various report formats are available. There are two groups of report formats available, namely:

- Reports related to water testing,
- Reports related Swachh Jal se Suraksha campaign reports.

These reports help a lab technician user to obtain useful information.

A user is required to click on each report to see the information it offers. E.g.: Format L1

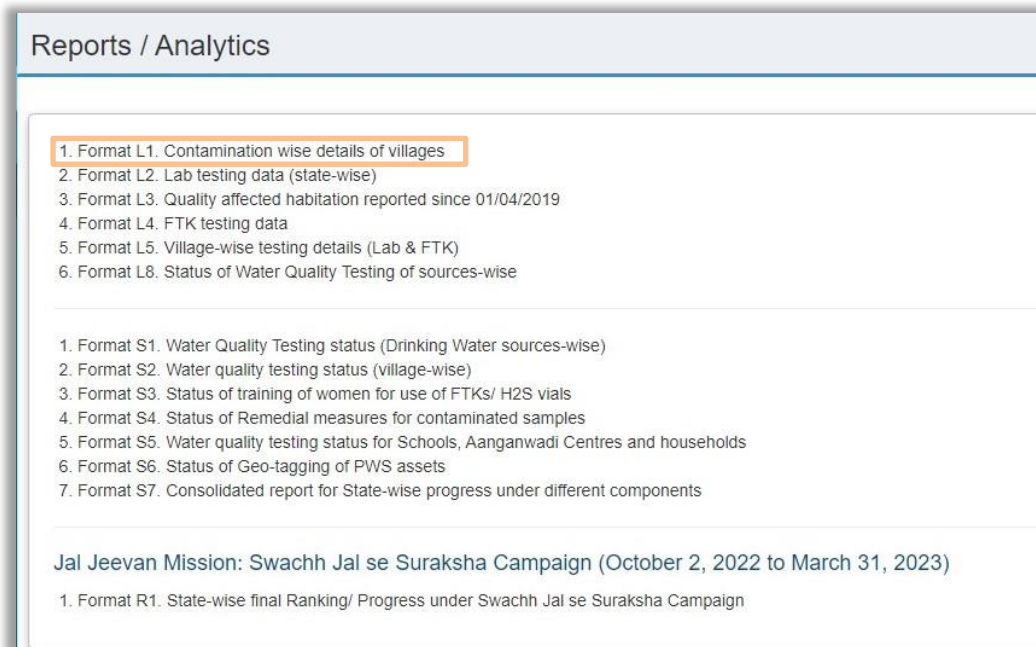


Figure 70

Which in turn opens a report as demonstrated below. (Refer to figure 71)

Format L1. Contaminant wise details of villages where in water samples were found contaminated

Financial Year: 2023-2024 | State: Haryana | District: --Select-- | Block: --Select--

Gram panchayat: --Select-- | Village: --Select-- | Show

S.No.	District name	No. of villages wherein contamination found in samples															
		Chemical Contaminants													Bacteriological Contamination		
		pH	TDS	Turbidity	Chloride	Total Alkalinity	Total Hardness	Sulphate	Iron	Total Arsenic	Fluoride	Nitrate	Residual Chlorine	Others	E coli	Total Coliform	Others
1	Ambala	0	0	1	0	0	0	1	0	0	0	0	0	1	0	67	0
2	Bhiwani	0	17	2	10	2	17	5	0	0	28	2	0	63	0	134	0
3	Charkhi Dadri	0	9	7	6	1	13	0	4	1	3	1	0	17	0	99	0

Figure 71

A report can be –

- downloaded or exported in MS Excel format.
- printed,
- A user can set a criterion in the given boxes to find a specific set of information from many records.

(More info is provided about this in chapter 13. To learn more, [click here.](#))

### 7.3 New Sample Received

List of samples collected

Samples Information

Search sample id:  Search

Copy Excel CSV PDF Print

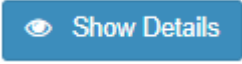
S. No.	Sample id	Sample type	Lab name	Source of sample	Sample collection date (yyyy/mm/dd hh:mm)	Action
1	UPTF/11/06/15:45	Department Sample	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot	Individual house tap water . Location : <input type="text"/>	2023/11/06 15:45	Show Details
2	UPTF/11/06/15:25	Department Sample	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot	Individual house tap water . Location : <input type="text"/>	2023/11/06 15:25	Show Details
3	UPTF/11/06/15:05	Department Sample	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot	Individual house tap water . Location : <input type="text"/>	2023/11/06 15:05	Show Details
4	UPTF/11/06/13:55	Department Sample	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot	Individual house tap water . Location : <input type="text"/>	2023/11/06 13:55	Show Details

Figure 72

The screen displayed (figure 72) provides the summary of a sample received. The following information is provided here:

- Sample ID,
- Sample type information,
- Lab name,

- Source of sample collection
- Date & time stamp (in yyyyddmm format.)

Show Details  button to see received-sample’s information in detail. (Refer to Figure 73)

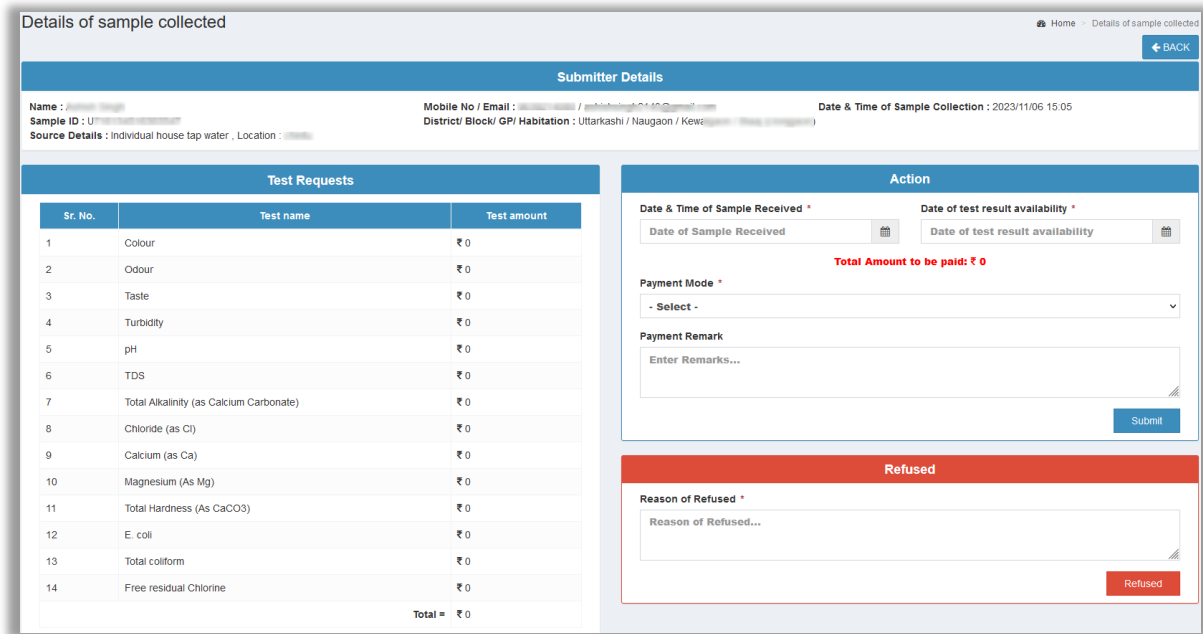


Figure 73

One can observe the following set of information once he clicks on the Show Details button.

- List test of Parameter(s) performed on a water sample,
- Details of payment made,
- Reason of refuse (if any)
- Details of applicant (sample submitter), etc.

### 7.4 Samples Physically Received

With this menu a user can observe entries related to those samples that were received in-hand at a lab. Here a user can observe the following information such as: (Refer to figure 74)

- ID of sample collected,



- Name of Lab's sample,
- Name of Source's,
- Date & time stamp (in yyyyddmm format.)

List of samples physically received

Samples Information

Search sample id  Search

Copy Excel CSV PDF Print

S.No.	Sample id	Lab name	Source of sample	Sample received date (yyyy/mm/dd hh:mm)	Payment receipt	Action
1		Sub Divisional Level Water Quality Testing and Monitoring Laboratory,	Source Type : Rivulet / Naula / Gadhera, location :	2023/11/06 14:15		<input type="button" value="Enter Test Values"/>
2		Sub Divisional Level Water Quality Testing and Monitoring Laboratory,	Source Type : Rivulet / Naula / Gadhera, location :	2023/11/06 13:45		<input type="button" value="Enter Test Values"/>
3		Sub Divisional Level Water Quality Testing and Monitoring Laboratory,	Source Type : Khadins/ Nadis/ Tankas/ Ponds/ Wells/ Ooranis, location : in	2023/11/06 12:50		<input type="button" value="Enter Test Values"/>

Figure 74

If a user has requirements to print payment's receipt, he should click on the print button.

A user should click on the Enter Test Values button to enter the following information as per the requirements. (Refer to figure 75)

A. Submitter's Details, such as:

- Name,
- An ID associated with the Sample,
- Contact information,
- Date & Time of sample collection,
- Date & Time of sample received, etc.

B. Next set of information a user should enter is about sample's information.

- Parameters using which Test was performed,
- A measurement method used (if any)
- Equipment used (if any)
- Reagents used (if any)
- Values obtains also whether they are under safe range of out of the safe range, etc

C. Thereafter, the third section is meant to display information (result) of Test done.

Details of Sample Collected ← BACK

---

**Submitter Details**

Name : RAMNANDRIT SINGH Mobile No / Email : 914291515 / RAMNANDRIT.SINGH@GMAIL.COM

Sample Id : U725285L1370S6321207 Date & Time of Sample Collection : 2022/12/21 12:05

Date & Time of Sample Received : 2022/12/21 13:05

S.No	Parameter name	Equipment Used	Reagents Used	Test Value	Value is within safe range	Date & Time of Sample Test	Test Remark	Save
1	Colour Measurement Method: Visual comparison method	Nessler vessel x	Potassium Chloroplatinate x	Test value: Hazen units Acceptable limit: 5 Permissible limit: 15	select	2023-03-23 10:52:40	Enter Remarks...	Save
2	Odour Measurement Method: NA	NA x	NA x	Agreeable	Yes	2023-03-23 10:52:40	Enter Remarks...	Save
3	Taste Measurement Method: NA	NA x	NA x	Agreeable	Yes	2023-03-23 10:52:40	Enter Remarks...	Save

Figure 75

### 7.5 List of Sample Tested

List of samples tested

Samples Information Search sample id  Search

Copy Excel CSV PDF Print

S.No	Sample id	Sample type	Source of sample	Sample collection date (yyyy/mm/dd hh:mm)	Sample received date (yyyy/mm/dd hh:mm)	Payment receipt	Action
1	U7	Department Sample	Source Type : Rivulet / Naula / Gadhera, location :	2023/11/03 16:20	2023/11/03 16:50		
2	U7	Department Sample	Source Type : Rivulet / Naula / Gadhera, location :	2023/11/03 16:05	2023/11/03 17:50		
3	U7	Department Sample	Source Type : Khadins/ Nads/ Tankas/ Ponds/ Wells/ Oorans, location : in	2023/11/03 15:30	2023/11/03 17:50		


Figure 76

With this menu a user can observe records of those samples that have been tested. The following **information** and **buttons** are presented on this page. (Refer to figure 76)

<b>INFO</b>	<ul style="list-style-type: none"> <li>An ID associated with the Sample,</li> </ul>	<ul style="list-style-type: none"> <li>Date &amp; Time of sample collection,</li> </ul>
	<ul style="list-style-type: none"> <li>Sample Type</li> </ul>	<ul style="list-style-type: none"> <li>Date &amp; Time of sample received, etc.</li> </ul>
	<ul style="list-style-type: none"> <li>Source of sample (Deep tube well, Individual Tap connection, etc.)</li> </ul>	
<b>BUTTONS</b>	<ul style="list-style-type: none"> <li>A  button to print payment receipt. (Refer to figure 77)</li> </ul>	
	<ul style="list-style-type: none"> <li>A  button to show sample's details. (Refer to figure 78)</li> </ul>	
	<ul style="list-style-type: none"> <li>A  button to show 'Test Report' in a new tab. (Refer to figure 79)</li> </ul>	

Payment Receipt Information PRINT

**Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot**  
Near Govt. ITI College, Barkot

  
Har Char of  
All Services Mission

**PAYMENT RECEIPT**  
Sample id: U716134516299706

Candidate name: Ashish Singh

Contact number: [REDACTED]

Sample Received Time: 2023/11/03 17:50

Expected Report Delivery Date: 2023/11/06 15:31

Amount

Sr. No.	Test name	Amount
1	E. coli	₹ 0.00
2	Total coliform	₹ 0.00
<b>Total =</b>		<b>₹ 0.00</b>

Note: This is an auto generated receipt no signature required

Figure 77: Printing of payment receipt

Details of Sample Received Home - Sample Details

**Submitter Details**

Name : Ashish Singh Mobile No / Email : [REDACTED]  
 Sample Id : U716134516299833 Date & time of sample collection: 2023/11/03 16:20  
 Source of sample : Entry time : 2023/11/06 13:44  
 Sample Remarks : Department Sample

**Submitted Test Results**

Sr. No.	Test name	Value	Value in Safe Range	Measurement method	Testing time	Entry time
1	E. coli	0.000	yes	MPN	2023/11/04 12:10	2023/11/06 13:44
2	Total coliform	0.000	yes	MPN	2023/11/04 12:15	2023/11/06 13:44

Figure 78: Displaying details of submitted test results.

**Jal Jeevan Mission**  
Har Ghar Jal

Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Barkot  
near Govt. ITI College, Barkot (Test Address only)

**Test report**  
Sample ID: U716134L1781S455765

**User Information**

Name: Ashish Singh | Mobile:

Email: ashishsingh@jjm.gov.in | Pin Code:

Full Address: Village- Not available, Gram Panchayat- Not available, Block- Not available, District- Uttarakash, State- Uttarakhand

**Sample description**

Source of Sample: Source Type: Resuler / Naula / Gadhera, location: Sonalganj | Village: Sonalganj  
Gram Panchayat: Sonalganj | Block: Musi  
District: Uttarakash | State: Uttarakhand  
Address:  | Remarks: Department Sample  
Latitude: N30° 58' 27.1" | Longitude: E83° 07' 14.4"

Date & time of sample collection: 06.11.2023 | 04:20:00 PM  
Date & time of sample received in lab: 06.11.2023 | 04:30:00 PM  
Date & time of sample analysed: 04.11.2023 | 12:15:00 PM  
Date & time of report generation: 06.11.2023 | 03:48:54 PM

**Test results**

Sr. No.	Parameters tested	Unit of measurement	Requirement (acceptable limit) as per BIS 10500	Permissible limit (in absence of alternate source) as per BIS 10500	Test result value	Remarks
1	E. coli	CFU/100 ml	Shall not be detectable in any 100 ml sample	No Relaxation	0.000	Department Sample
2	Total coliform	CFU/ 100 ml	Shall not be detectable in any 100 ml sample	No Relaxation	0.000	Department Sample

**Note:**  
1) \*Indicates parameters that are HABL accredited.  
2) This test results related to the sample tested above  
3) The report shall not to be reproduced in full without approval of authority  
4) This is the end of the report

Jal Jeevan Mission aims at potable tap water supply to every home  
Let's join hands to ensure drinking water is potable. It helps in preventing water borne diseases and improve public health.

Designed & Developed by M/C. Copyright © JJJM 2023

Print

Authorised signatory  
Kuldeep Bijwan (Test Lab incharge)

Figure 79: Test report



**NOTE**

More information on reports related buttons & other features is provided in [chapter 13](#).

**7.6 List of Sample Refused**

With the help of this menu item a user observes entries of those samples that have been refused.

List of samples refused

Refused samples information


Show 50 entries | Copy | Excel | CSV | PDF | Print

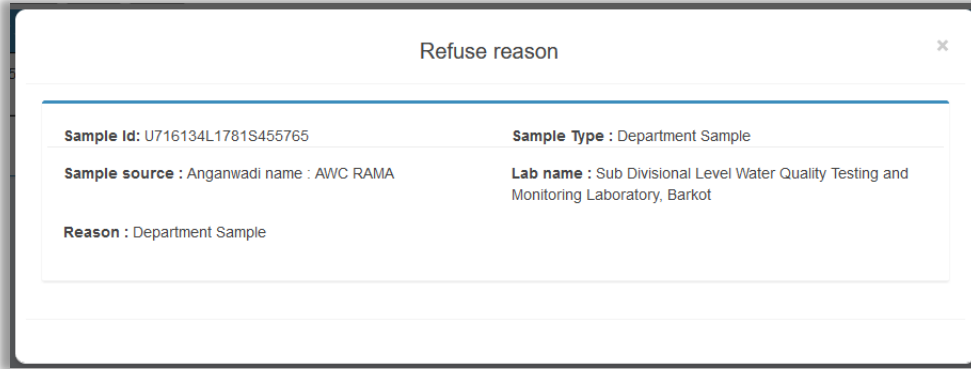
Sr. No.	Sample Id	Sample type	Source of sample	Sample collection date (yyyy/mm/dd hh:mm)	Refuse date	Action
1	U716134L1781S455765	Department Sample	Anganwadi name : AWC RAMA	2022/10/11 14:30	2022/10/11 14:30	

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure 80


Here a user can observe basic details of a refused test sample. To know about the reason of refuse one can click on the given  eye button. (Refer To Figure 81)

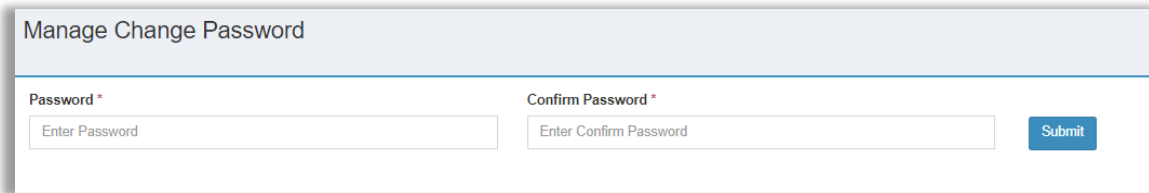


**Figure 81: Demonstration to refused reason.**

### 7.7 Change Password

This menu lets a lab technician user change his current password. To do so one should follow the instructions given below:

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the  button.



**Figure 82**

This was all about a Lab technician’s account.

## 8 Sample Collector (Department) User Account

A Sample Collector user can receive samples to be tested and perform testing on the basis of either on the lab basis or parameters basis.

A Sample Collector's account has the following list of Menu items. (Refer to figure 83)

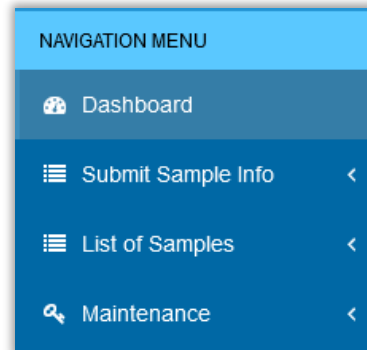


Figure 83

Let's understand the function of each of the menu items.

### 8.1 Dashboard

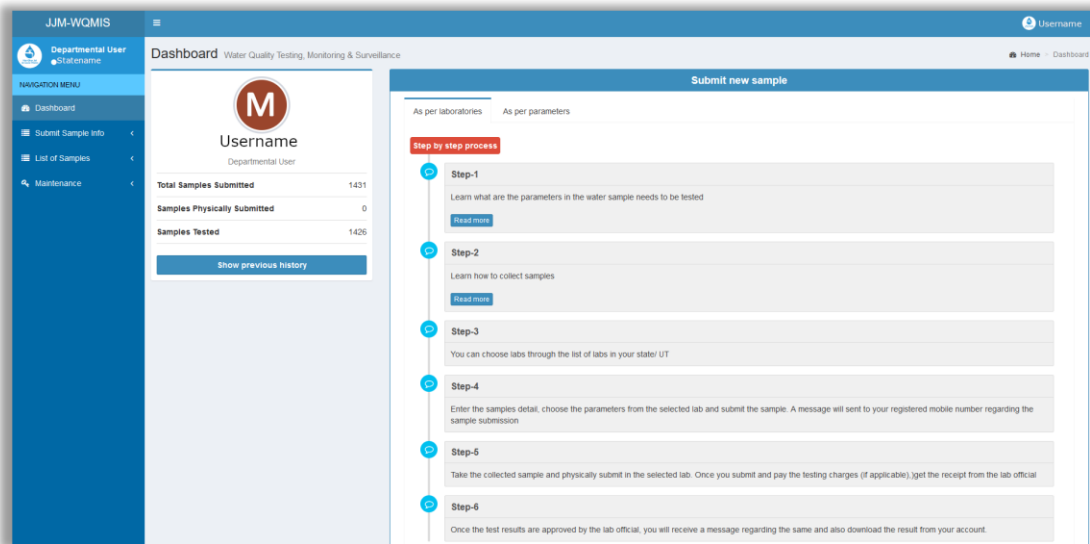


Figure 84: Sample figure to demonstrate dashboard of Sample collector user.

The dashboard offers the following sets of information:

- A. **An interactive guide** It helps a user to perform test based either on Parameters or Laboratory

## Sample Collector (Department) User Account

B. **Displays stats** regarding tests performed by him. It can be categorized as the following:

- i. Total Sample Submitted,
- ii. Total Sample physically submitted,
- iii. Sampled tested by him till date, etc.

C. **Show Work History A**

Show previous history

button to show user's previous work.

### 8.2 Submit Sample Information

A user has got the following three options to submit a sample. (Refer to figure 85)

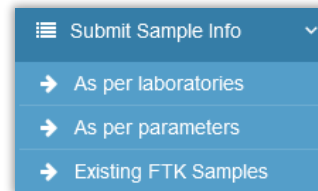
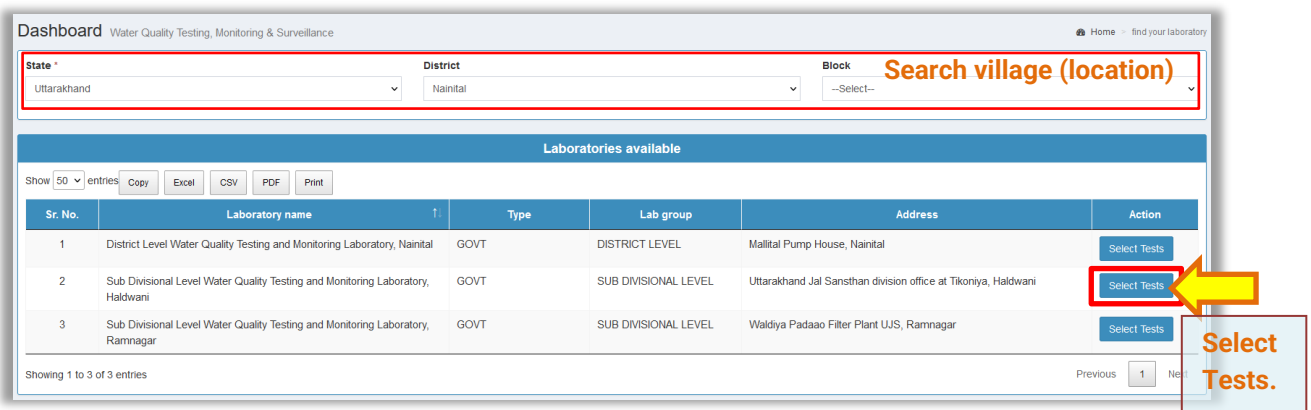


Figure 85

#### 8.2.1 As per laboratories

A user should follow the given process as demonstrated using the following figure 86 & figure 87.



Sr. No.	Laboratory name	Type	Lab group	Address	Action
1	District Level Water Quality Testing and Monitoring Laboratory, Nainital	GOVT	DISTRICT LEVEL	Mallital Pump House, Nainital	Select Tests
2	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Haldwani	GOVT	SUB DIVISIONAL LEVEL	Uttarakhand Jal Sansthan division office at Tikoniya, Haldwani	Select Tests
3	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Ramnagar	GOVT	SUB DIVISIONAL LEVEL	Waldiya Padaao Filter Plant UJS, Ramnagar	Select Tests

Figure 86: Step 1 selecting a required lab.

## Sample Collector (Department) User Account

Add New Sample (Customize Your Request)
Home > Add New Sample

Sample Information

**Location of source:**

State \*  
Uttarakhand

District \*  
Dehradun

Block \*  
Doiwala

Gp \*  
Bhogpur

Village \*  
Bhogpur

Habitation \*  
Bhogpur

**Location of water sample:**

Sample collected from \*

Water supply scheme sources
 Delivery points
 Other sources including private

PWS with FHTC
 PWS without FHTC

Select Water Source \*

Location : in habitation [ Source type : Open Well ] [ schemeld : , scheme name : , GOV PH 1 w/s scheme, Type : PWS ]

Treated water
 Raw water
Treated water - Sample taken after treatment plant. Raw water - Sample taken before treatment plant.

Date & Time of Sample Collection \*  
2023/11/08 16:51

Sample Source Latitude  
30.207

Sample Source Longitude  
78.233

Tests Available

All Parameter
 Chemical Parameter
 Bacteriological Parameter

Sr. No.	Test Name	Test Price Price	Select Tests check all
1	Calcium (as Ca)	0	<input checked="" type="checkbox"/>
2	Chloride (as Cl)	0	<input checked="" type="checkbox"/>
3	Colour	0	<input checked="" type="checkbox"/>
4	E. coli	0	<input type="checkbox"/>
5	Fluoride (as F)	0	<input checked="" type="checkbox"/>
6	Free residual Chlorine	0	<input type="checkbox"/>
7	Iron (As Fe)	0	<input type="checkbox"/>
8	Magnesium (As Mg)	0	<input type="checkbox"/>
9	Nitrate (as NO3)	0	<input type="checkbox"/>
10	Odour	0	<input checked="" type="checkbox"/>
11	pH	0	<input checked="" type="checkbox"/>
12	Sulphate (as SO4)	0	<input type="checkbox"/>
13	Taste	0	<input type="checkbox"/>
14	Total Alkalinity (as Calcium Carbonate)	0	<input type="checkbox"/>
15	Total coliform	0	<input type="checkbox"/>
16	Total dissolved solids	0	<input type="checkbox"/>
17	Total Hardness (As CaCO3)	0	<input type="checkbox"/>
18	Turbidity	0	<input type="checkbox"/>

Cart

Sr.	Test Name	Price
1	Calcium (as Ca)	₹ 0
2	Chloride (as Cl)	₹ 0
3	Colour	₹ 0
4	Fluoride (as F)	₹ 0
5	Odour	₹ 0
6	pH	₹ 0
<b>Total Price</b>		<b>₹ 0/-</b>

Remarks

Enter Remarks

**Laboratory Name:** District Level Water Quality Testing and Monitoring Laboratory, Chamoli  
**Address:** Upper Chamoli, Near Block Office, Uttarakhand Jai Sansthan, Dasoli  
**Lab in-charge:**   
**Payment Mode:** Offline      **Report Collection:** Online

Proceed



Figure 87: Step 2 provides required information.

What a user is supposed to do – to submit a sample based on the laboratory selection is explained below:

- ✓ Search the required laboratory using the State, District, Block information. This laboratory is where you want to perform a test. *(Refer to figure 86)*
- ✓ Afterwards, from the filtered list of laboratories select the required Laboratory using Select Tests button, *(Refer to figure 86)*
- ✓ Afterwards, in the next step provide information related to the sample: Such as
  - a. Information of source where from (geographical location: village name, etc) sample was captured,




## Sample Collector (Department) User Account

- b. Provide information related to the place where it was collected, such as: Individual household tap, borewell, pond, etc.
  - c. Thereafter, provide date and time, longitude, latitude, (location) of sample collection. *(Refer to figure 87)*
- ✓ Thereafter a sample collector user must select name of the parameter for which a test should be perform on that sample, available under section Tests Available on the bottom-left-hand side of the page.
  - ✓ Afterwards, under cart  section – a user can see the name of labs where the selected Test can be performed.
  - ✓ Selection of a lab under the Cart section displays the price of that selected test, including the following information:
    - a. Lab name and address of that lab,
    - b. Lab in-charge name, & contact number,
    - c. Payment mode, etc.
  - ✓ Thereafter click on  button. (This is how water sample has been submitted.)

### INFORMATION

*With reference to figure 87, List of Laboratories under the Cart where a selected Test is to be done is seen in the right-hand side one box. It is the nearest available lab where testing of the selected parameter is possible. User is supposed to select nearest laboratory for that Test.*

After the selection of required test and mapped labs a user should click on the  button to complete the process. The next method of submission of a sample is based on parameters. Which is explained in the next sub section.

### NOTE

After successful submission of the sample, it can be seen under another menu option known as List of Samples. It is discussed in detail ahead – under the given [sub section](#).

## 8.2.2 As per parameters

## Sample Collector (Department) User Account

Add New Sample (Customize Your Request)
Home Add New Sample

Sample information

**Location of source:**

State \*  
Uttarakhand

District \*  
Dehradun

Block \*  
Dowata

Gp \*  
[Empty]

Village \*  
[Empty]

Habitation \*  
[Empty]

**Location of water sample:**

Sample collected from \*

Water supply scheme sources
 Delivery points
 Other sources including private

PWS with FHTC     PWS without FHTC

Select Water Source \*

Location : in habitation [ Source type : Rivulet / Naula / Gadhera ] [ schemeld : [Empty] scheme name : [Empty] Wts (DP), Type : PWS ]

Treated water     Raw water

! Treated water - Sample taken after treatment plant. Raw water - Sample taken before treatment plant.

Date & Time of Sample Collection \*  
2023/11/08 17:00

Sample Source Latitude  
30.207

Sample Source Longitude  
30.233

Tests Available in Uttarakhand State

Sr. No.	Test Name	Test Price	Select Tests check all
1	Calcium (as Ca)	0.00	<input checked="" type="checkbox"/>
2	Chloride (as Cl)	0.00	<input checked="" type="checkbox"/>
3	Colour	0.00	<input checked="" type="checkbox"/>
4	E. coli	0.00	<input type="checkbox"/>
5	Fluoride (as F)	0.00	<input type="checkbox"/>
6	Free residual Chlorine	0.00	<input type="checkbox"/>
7	Iron (As Fe)	0.00	<input checked="" type="checkbox"/>
8	Magnesium (As Mg)	0.00	<input type="checkbox"/>
9	Nitrate (as NO3)	0.00	<input checked="" type="checkbox"/>
10	Odour	0.00	<input checked="" type="checkbox"/>
11	pH	0.00	<input checked="" type="checkbox"/>
12	Sulphate (as SO4)	0.00	<input type="checkbox"/>
13	Taste	0.00	<input type="checkbox"/>
14	TDS	0.00	<input type="checkbox"/>
15	Total Alkalinity (as Calcium Carbonate)	0.00	<input type="checkbox"/>
16	Total coliform	0.00	<input type="checkbox"/>
17	Total dissolved solids	0.00	<input type="checkbox"/>
18	Total Hardness (As CaCO3)	0.00	<input type="checkbox"/>
19	Turbidity	0.00	<input type="checkbox"/>

Test

Sr. No.	Test Name	Price
1	Calcium (as Ca)	₹ 0.00
2	Chloride (as Cl)	₹ 0.00
3	Colour	₹ 0.00
4	Iron (As Fe)	₹ 0.00
5	Nitrate (as NO3)	₹ 0.00
6	Odour	₹ 0.00
7	pH	₹ 0.00
<b>Total Price</b>		<b>₹ 0.00</b>

Laboratories \*

Select Laboratories

Remarks

Enter Remarks

Payment Mode: Offline
Report Collection: Online


Proceed

Figure 88

Under this menu a sample collector user can submit a sample based on the required parameters to be tested for a sample. To achieve the submission of a sample one should follow the given process, next.

- ✓ Select information related to the sample: Such as
  - a. Information of source where from (geographical location: village name, etc.) sample was captured,
  - b. Provide information related to the place where it was collected, such as: Individual household tap, borewell, pond, etc.
  - c. Thereafter, provide date and time, longitude, latitude, (location) of sample collection.
- ✓ Thereafter a sample collector user must select name of the parameter for which a test should be perform on that sample.

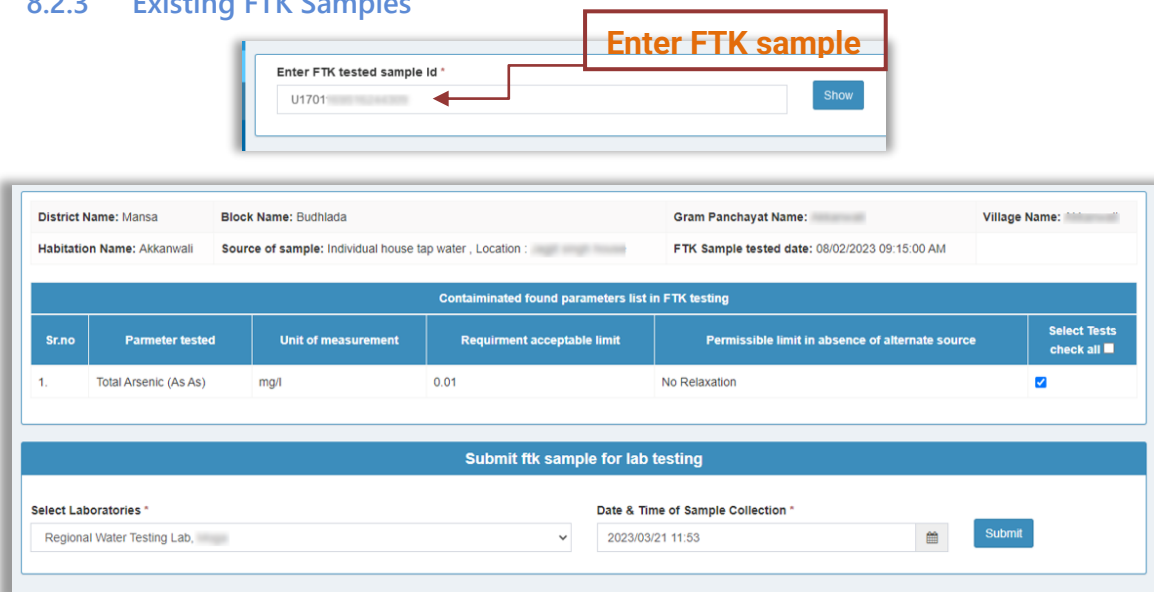
## Sample Collector (Department) User Account

- ✓ Various information is being available under cart  section as soon as a user select a parameter for testing purposes:
  - Name of the laboratory,
  - Facility to enter a remark,
  - Price to be paid for the selected test,
  - Payment mode,
  - Report Collection, etc.
- ✓ To complete the process user should click on the Proceed button.

### + INFORMATION

List of Laboratories where a selected Test can be performed is seen in the right-hand side one box. It is the nearest available lab where testing of the selected parameter is possible. Selection of a lab from the list displays the price of that selected test, including other crucial information.

### 8.2.3 Existing FTK Samples



Enter FTK tested sample Id \*

U1701

Enter FTK sample

District Name: Mansa Block Name: Budhlada Gram Panchayat Name: Village Name:

Habitation Name: Akkanwalli Source of sample: Individual house tap water , Location : FTK Sample tested date: 08/02/2023 09:15:00 AM

Contaminated found parameters list in FTK testing					
Sr.no	Parmeter tested	Unit of measurement	Requirment acceptable limit	Permissible limit in absence of alternate source	Select Tests check all
1.	Total Arsenic (As As)	mg/l	0.01	No Relaxation	<input checked="" type="checkbox"/>

Submit ftk sample for lab testing

Select Laboratories \*  Date & Time of Sample Collection \*

Figure 89

## Sample Collector (Department) User Account

This menu option lets a user browse a contaminated FTK test sample for the submission to a laboratory based on the requirements.

Show

- ✓ Enter the FTK tested sample id in the given box and click on the button.
- ✓ In the next step a user can see the FTK sample related information.
  - a. Geographical location & place,
  - b. Sample collected at, i.e., source of sample,
  - c. Date & Time of sample collection,
  - d. List of contamination parameter
- ✓ Thereafter a sample collector user should select name of the mapped lab for the given parameter and, also mention date and time of receiving of the contaminated water sample.

Submit

Thereafter, the user should click on the button to complete the process.

### 8.3 List of Samples

List of samples submitted									
Samples Information									
Show 50 entries <span style="margin-left: 10px;">Copy</span> <span style="margin-left: 10px;">Excel</span> <span style="margin-left: 10px;">CSV</span> <span style="margin-left: 10px;">PDF</span> <span style="margin-left: 10px;">Print</span> <span style="float: right;">Search: <input style="width: 100px;" type="text"/></span>									
S.No.	Sample Id	Lab name	District / Block / gp / Village	Sample Source location	Date of sample submitted	Date of sample Received	Date of sample availability	Status	Action
1	U1	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Rishikesh	District: PAURI GARHWAL Block: Yamkeshwar gp: Kimsar Village: Kimsar	Individual house tap water , Location :	2023-10-31 01:50:00	11/01/2023 12:16:00	11/01/2023 12:16:00	Report Approved	<span style="color: orange;">🗑</span> <span style="color: blue;">📄</span>
2	U1	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Rishikesh	District: PAURI GARHWAL Block: Yamkeshwar gp: Kimsar Village: Kimsar	Individual house tap water , Location :	2023-10-31 01:45:00	11/01/2023 12:15:00	11/01/2023 12:15:00	Report Approved	<span style="color: orange;">🗑</span> <span style="color: blue;">📄</span>
3	U1	Sub Divisional Level Water Quality Testing and Monitoring Laboratory, Rishikesh	District: PAURI GARHWAL Block: Yamkeshwar gp: Kimsar Village: Kimsar	Individual house tap water , Location :	2023-10-31 01:35:00	11/01/2023 12:15:00	11/01/2023 12:15:00	Report Approved	<span style="color: orange;">🗑</span> <span style="color: blue;">📄</span>

Figure 90

#### 8.3.1 Information description:

In this table data represents the information regarding test submitted to a lab explains the following:

- Sample ID,
- Lab name,
- District/ Block/ GP/ Village name

## Sample Collector (Department) User Account

- Source location
- Date & Time of Sample Submitted/ Received/ Availability, Status, and
- Actions

Info regarding 'Status' column is given below in *figure 90*.

Status	Action
Under process	It is being tested by a technician. It can be printed by a user, and it displays Payment information and Parameters for which it is being tested.
Report Approved	Test report for this sample is approved by an admin user and its payment receipt and report both are available to be viewed & Print.
Sample Submitted	Once a sample is submitted. Then it can be deleted during this time-period in case of any discrepancy with the sample.
Refused	It means that the concerned sample has been refused (rejected) and it doesn't exist anymore now.




### NOTE

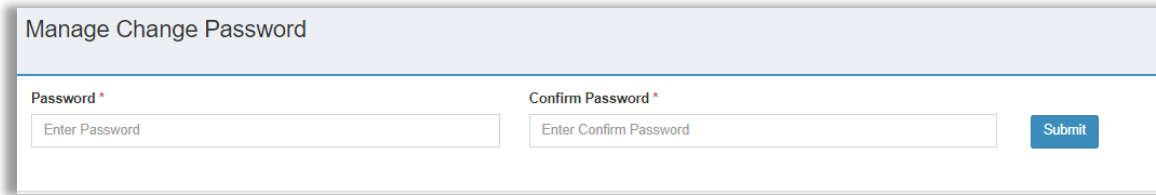
More information about reports related functionality is provided in [chapter 13](#).

### 8.4 Maintenance (Change Password)

This menu lets a user change his current password. To do so one should follow the instructions given below:

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the  button.

## *Sample Collector (Department) User Account*



The screenshot shows a web form titled "Manage Change Password". It contains two input fields: "Password \*" with a placeholder "Enter Password" and "Confirm Password \*" with a placeholder "Enter Confirm Password". A blue "Submit" button is located to the right of the second field.

**Figure 91**

This was all about a Sample Collector's account information.

## 9 Public User Account

A Public user can submit samples for testing purposes and perform testing either on the lab basis or parameters basis.

A Public user's account has the following list of Menu items. (Refer to figure 92)

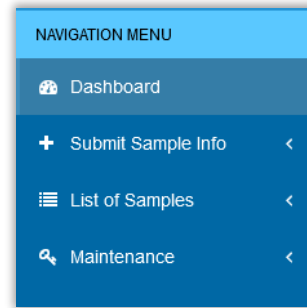


Figure 92

Let's understand the function of each of the menu items.

### 9.1 Dashboard

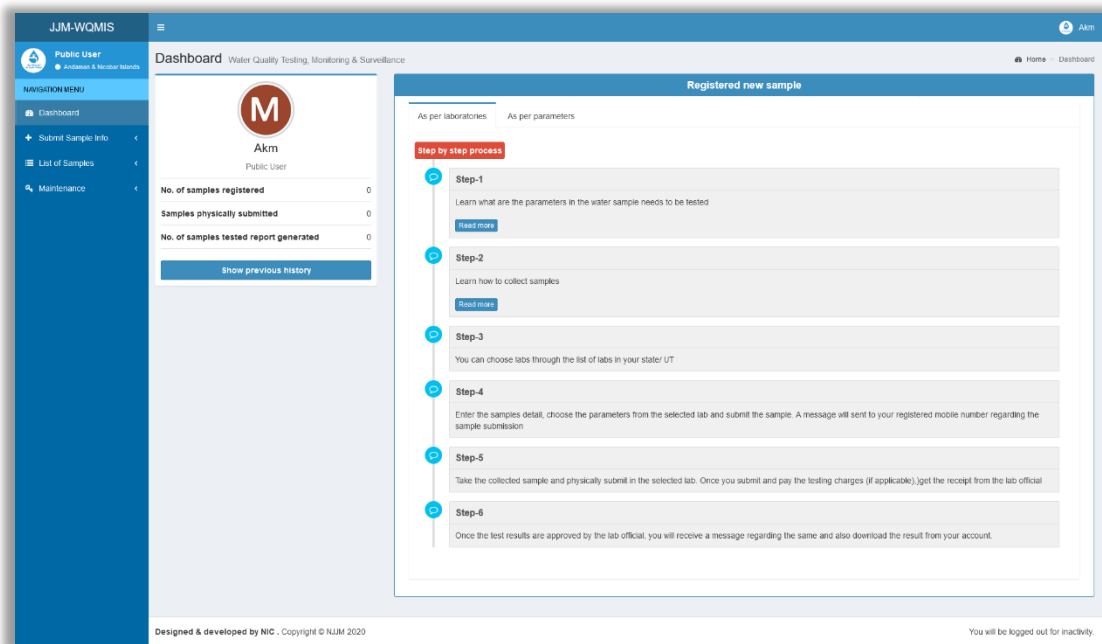


Figure 93

The dashboard offers the following sets of information:

9.1.1.1 Interactive guide

It helps a user either to collect or perform tests based either on Parameters or Laboratory.

9.1.1.2 Statistics

It displays information regarding tests performed by him. It can be categorized as the following:

- i. Total Sample registered,
- ii. Total Sample physically submitted,
- iii. Total number of samples tested, and report generated by him till date, etc.

9.1.1.3 Work History

A  button to show user's previous work.

9.2 Submit Sample Information

A user has got the following three options to submit a sample. (Refer to figure 94)

let's know more about these in the upcoming sub-sections.

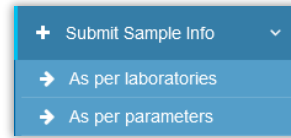



Figure 94

9.2.1 As per laboratories


To submit a sample user should find out the required lab where he wants to submit it. It can be achieved by selecting appropriate District & Block information.

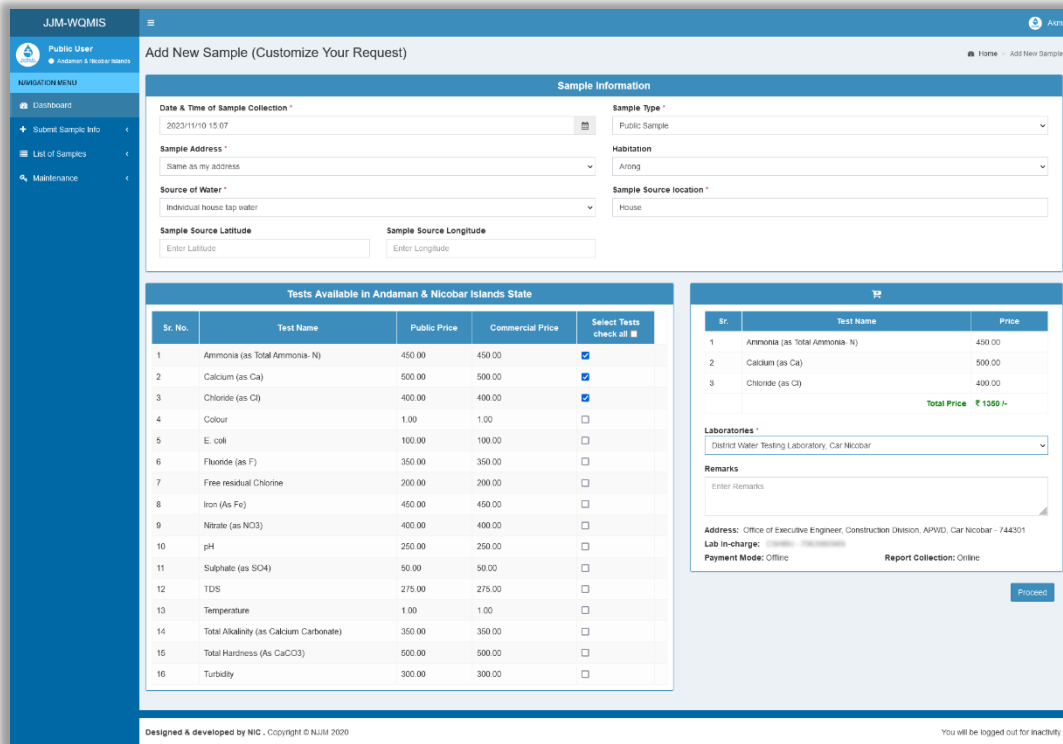
Sr. No.	Laboratory name	Type	Lab group	Address	Action
1	Central Water Laboratory	GOVT	STATE LEVEL	Chief engineers office campus apwd	Select Tests
2	District Water Testing Laboratory, Car Nicobar	GOVT	DISTRICT LEVEL	Office of Executive Engineer, Construction Division, APWD, Car Nicobar - 744301	Select Tests
3	District Water Testing Laboratory, Port Blair	GOVT	DISTRICT LEVEL	Water Treatment Plant, PHED, APWD, Lamba Line, Port Blair - 744103	Select Tests

Figure 95: Selecting a required lab.

Thereafter, click on the  button. Then the next step is to provide water-sample's information in the provided entry form.



- ✓ Enter information of sample under Sample Information section.
- ✓ Select required test name to be conducted on this sample under Tests Available section,
- ✓ Get your sample tested on the nearest lab listed under the cart  section.



**Sample Information**

Date & Time of Sample Collection \*  
2023/11/10 15:07

Sample Address \*  
Same as my address

Source of Water \*  
Individual house tap water

Sample Source Latitude  
Enter Latitude

Sample Source Longitude  
Enter Longitude

Sample Type \*  
Public Sample

Habitation  
Ariang

Sample Source location \*  
House

**Tests Available in Andaman & Nicobar Islands State**

Sr. No.	Test Name	Public Price	Commercial Price	Select Tests check all
1	Ammonia (as Total Ammonia- N)	450.00	450.00	<input checked="" type="checkbox"/>
2	Calcium (as Ca)	500.00	500.00	<input checked="" type="checkbox"/>
3	Chloride (as Cl)	400.00	400.00	<input checked="" type="checkbox"/>
4	Colour	1.00	1.00	<input type="checkbox"/>
5	E. coli	100.00	100.00	<input type="checkbox"/>
6	Fluoride (as F)	350.00	350.00	<input type="checkbox"/>
7	Free residual Chlorine	200.00	200.00	<input type="checkbox"/>
8	Iron (As Fe)	450.00	450.00	<input type="checkbox"/>
9	Nitrate (as NO3)	400.00	400.00	<input type="checkbox"/>
10	pH	250.00	250.00	<input type="checkbox"/>
11	Sulphate (as SO4)	50.00	50.00	<input type="checkbox"/>
12	TDS	275.00	275.00	<input type="checkbox"/>
13	Temperature	1.00	1.00	<input type="checkbox"/>
14	Total Alkalinity (as Calcium Carbonate)	350.00	350.00	<input type="checkbox"/>
15	Total Hardness (As CaCO3)	500.00	500.00	<input type="checkbox"/>
16	Turbidity	300.00	300.00	<input type="checkbox"/>

**Cart**

Sr.	Test Name	Price
1	Ammonia (as Total Ammonia- N)	450.00
2	Calcium (as Ca)	500.00
3	Chloride (as Cl)	400.00
<b>Total Price</b>		<b>₹ 1350/-</b>

Laboratories \*  
District Water Testing Laboratory, Car Nicobar

Remarks  
Enter Remarks

Address: Office of Executive Engineer, Construction Division, APWD, Car Nicobar - 744301  
Lab in-charge:   
Payment Mode: Offline Report Collection: Online

**Proceed**

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You will be logged out for inactivity.

Figure 96: Provide Sample Info & other Info.

Once a Test is selected user can see the name of the lab under the Cart section available at right-hand side of the entry form. (Refer to figure 96)



## NOTE

After successful submission of the sample, it can be seen under another menu option. That is known as List of Samples. It is discussed in detail ahead – under the given [sub section](#).

### 9.2.2 As per parameters

**Sample Information**

Date & Time of Sample Collection \*  
2023/11/10 15:13

Sample Address \*  
Same as my address

Source of Water \*  
Individual house tap water

Sample Source Latitude  
Enter Latitude

Sample Source Longitude  
Enter Longitude

Sample Type \*  
Public Sample

Habitation  
Along

Sample Source location \*  
House

**Tests Available in Andaman & Nicobar Islands State**

Sr. No.	Test Name	Public Price	Commercial Price	Select Tests check all
1	Ammonia (as Total Ammonia- N)	450.00	450.00	<input checked="" type="checkbox"/>
2	Calcium (as Ca)	500.00	500.00	<input checked="" type="checkbox"/>
3	Chloride (as Cl)	400.00	400.00	<input checked="" type="checkbox"/>
4	Colour	1.00	1.00	<input checked="" type="checkbox"/>
5	E. coli	100.00	100.00	<input type="checkbox"/>
6	Fluoride (as F)	350.00	350.00	<input type="checkbox"/>
7	Free residual Chlorine	200.00	200.00	<input type="checkbox"/>
8	Iron (As Fe)	450.00	450.00	<input type="checkbox"/>
9	Nitrate (as NO3)	400.00	400.00	<input type="checkbox"/>
10	pH	250.00	250.00	<input type="checkbox"/>
11	Sulphate (as SO4)	50.00	50.00	<input type="checkbox"/>
12	TDS	275.00	275.00	<input type="checkbox"/>
13	Temperature	1.00	1.00	<input type="checkbox"/>
14	Total Alkalinity (as Calcium Carbonate)	350.00	350.00	<input type="checkbox"/>
15	Total Hardness (As CaCO3)	500.00	500.00	<input type="checkbox"/>
16	Turbidity	300.00	300.00	<input type="checkbox"/>

**Laboratories \***  
District Water Testing Laboratory, Car Nicobar

**Remarks**  
Enter Remarks

**Address:** Office of Executive Engineer, Construction Division, APWD, Car Nicobar - 744301  
**Lab in-charge:** CSHEBU - 7063967889  
**Payment Mode:** Offline **Report Collection:** Online

**Total Price: ₹ 1361/-**

**Proceed**

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You will be logged out for inactivity

Figure 97

To submit a sample for the desired test of Parameters one should follow the given procedure:  
(Refer to figure 97)

- ✓ Enter information of sample under Sample Information section.
- ✓ Select required test name to be conducted on this sample under Tests Available section,
- ✓ Select the nearest lab listed at Laboratories field under the Cart section,

Click on the **Proceed** button to complete the process.

## **+** INFORMATION

List of Laboratories where a selected Test can be performed is seen in the right-hand side one box. It is the nearest available lab where testing of the selected parameter is possible. Selection of a lab from the list displays the price of that selected test, including other crucial information.

### 9.3 List of Samples

List of samples submitted

Samples Information

Show 50 entries Copy Excel CSV PDF Print Search:

S.No.	Sample Id	Lab name	District / Block / gp / Village	Sample Source location	Date of sample submitted	Date of sample Received	Date of sample availability	Status	Action
1	U733723L866S311 <span>Refused</span>	Jai Shakti Subdivision Lab, Katrain	District: Kullu Block: Naggar gp: Shaleen Village: Up Muhal Kalath	Tube well / Bore well / Well, Location:	2022-08-20 08:30:00	---	---		
2	U733723L866S5354	Jai Shakti Subdivision Lab, Katrain	District: Kullu Block: Naggar gp: Shaleen Village: Up Muhal Kalath	Tube well / Bore well / Well, Location:	2022-08-20 08:30:00	08/20/2022 11:20:00	08/24/2022 17:03:00	<span>Report Approved</span>	

Showing 1 to 2 of 2 entries Previous 1 Next

Figure 98

In the above figure 98 data represents the information regarding tests submitted to a lab. Let's learn about the 'Status' section in the data summary:

Status	Action
Under process	It is being tested by a technician. It can be printed by a user, and it displays Payment information and Parameters for which it is being tested.
Report Approved	Test report for this sample is approved by an admin user and its payment receipt and report both are available to be viewed & Print.
Sample Submitted	Once a sample is submitted. Then it can be deleted during this time-period in case of any discrepancy with the sample.
Refused	It means that the concerned sample has been refused (rejected) and it doesn't exist anymore now.




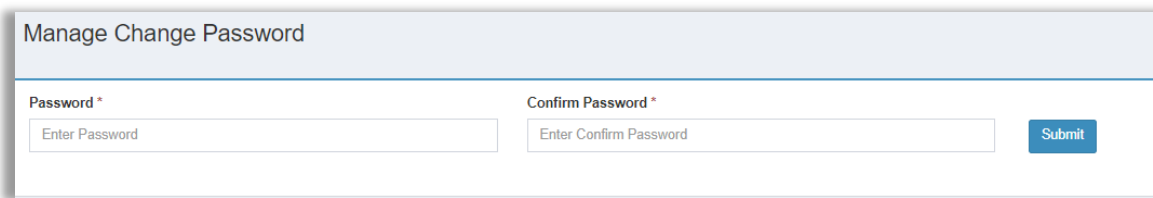
**NOTE**

More information about reports related functionality is provided in [chapter 13](#).

### 9.4 Maintenance (Change Password)

This menu lets a user change his current password. To do so one should follow the instructions given below:

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the  button.



Manage Change Password

Password \*

Confirm Password \*

**Figure 99**

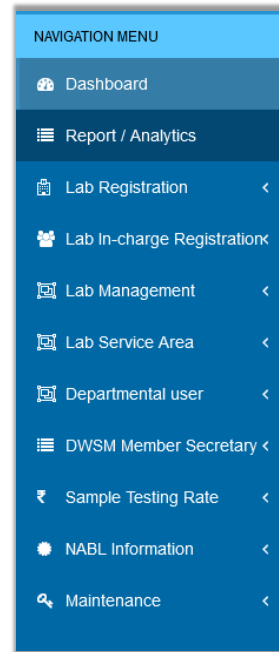
## 10 Super Admin (Department) User Account

---

A Super Admin user's account has the following functionalities.

### 10.1 Menu Bar

There is the following list of Menu options available. *(Refer to figure 100)*



**Figure 100**

Description for each menu option is given ahead:

*P.T.O.*

## 10.2 Dashboard

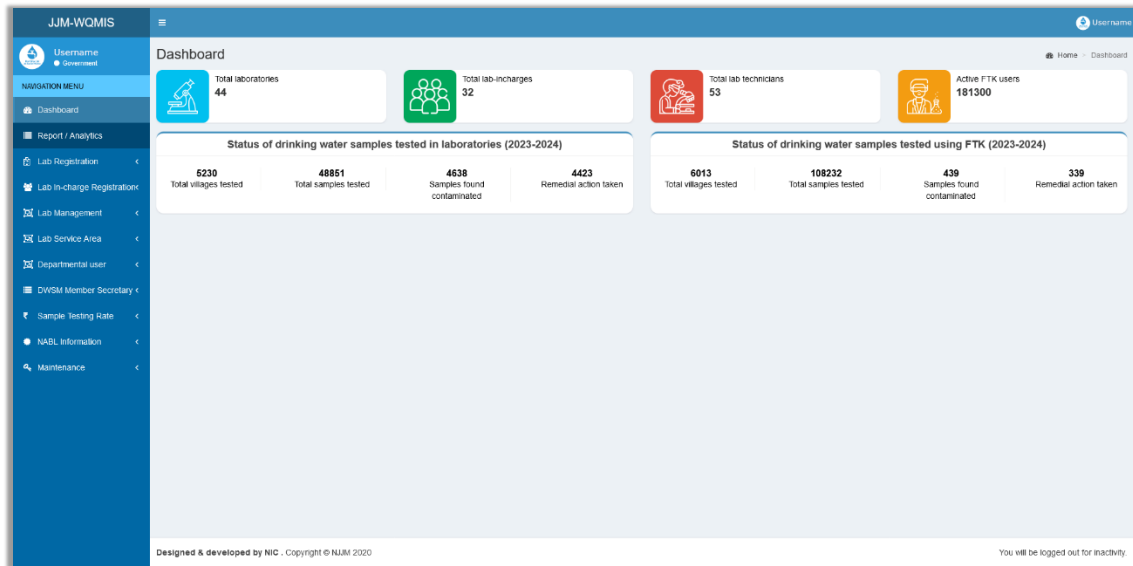


Figure 101

The Dashboard keeps tracks of the following sets of information:

- Total number of
  - ✓ Laboratories available in a State,
  - ✓ Lab in-charge available,
  - ✓ Lab technician
  - ✓ Active FTK users, etc.
- Keeping a track of Water samples tested in a year (2022-2023), by
  - ✓ Laboratories, and
  - ✓ FTK Users

## 10.3 Reports/ Analytics

Under this menu item various report formats are available. There are two groups of report formats available, namely:

- Reports related to water testing,
- Reports related Swachh Jal se Suraksha campaign reports.

These reports help a lab admin to obtain useful information regarding laboratories, samples or users in quick steps.

A user is required to click on each report to see the information it offers.

**For example:** Click on Format L1: “Contamination wise details of villages.” (Refer to figure 102 (a))

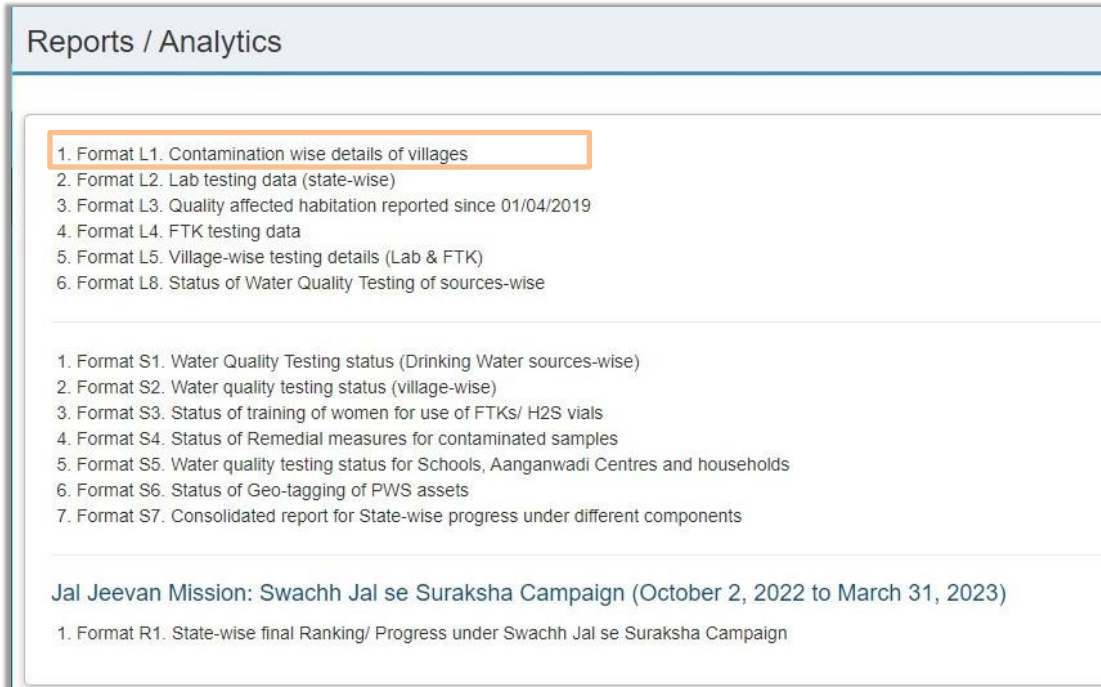


Figure 102 (a)

Which in turn opens a report as demonstrated below. (Refer to figure 102 (b))

Format L1. Contaminant wise details of villages where in water samples were found contaminated

Financial Year: 2023-2024 | State: Haryana | District: --Select-- | Block: --Select--  
 Gram panchayat: --Select-- | Village: --Select-- [Show]

S.No.	District name	No. of villages wherein contamination found in samples																
		Chemical Contaminants												Bacteriological Contamination				
		pH	TDS	Turbidity	Chloride	Total Alkalinity	Total Hardness	Sulphate	Iron	Total Arsenic	Fluoride	Nitrate	Residual Chlorine	Others	E coli	Total Coliform	Others	
1	Ambala	0	0	1	0	0	0	1	0	0	0	0	0	0	1	0	67	0
2	Bhilwani	0	17	2	10	2	17	5	0	0	28	2	0	63	0	134	0	
3	Charkhi Dadli	0	9	7	6	1	13	0	4	1	3	1	0	17	0	99	0	

Figure 102 (b)

Any report can be –

- downloaded or exported in MS Excel format.
- printed,

- A user can set a criterion in the given boxes to find a specific set of information out of many records. (More on this in [chapter 13](#))

### 10.4 Lab Registration

Using this menu option, a user can create a new laboratory and can also see summary of all of them. Let's go through each of the menu options.

#### 10.4.1 Registration of a Lab

The screenshot shows a web form for adding a new lab. The form is titled "Add New Lab" and has a "List of labs" link in the top right corner. The form is divided into several sections:

- Lab Information** (highlighted in blue): This section contains the following fields:
  - Lab name \***: A text input field with a placeholder "Enter Lab name".
  - Lab type \***: A dropdown menu with a placeholder "--Select Lab type--".
  - State**: A dropdown menu with "Haryana" selected.
  - Block**: A dropdown menu with a placeholder "--Select--".
  - Pin code \***: A text input field with "0" entered.
  - Latitude**: A text input field with a placeholder "Enter Latitude".
  - Lab code**: A text input field with a placeholder "Enter Lab code".
  - Lab group \***: A dropdown menu with a placeholder "--Select Lab group--".
  - District**: A dropdown menu with a placeholder "--Select--".
  - Address \***: A text input field with a placeholder "Enter Address".
  - Longitude**: A text input field with a placeholder "Enter Longitude".
- Parameters to be tested \***: A dropdown menu with a placeholder "Select Some Options".
- Remarks**: A text area with a placeholder "Enter Remarks".

A "Submit" button is located at the bottom right of the form.

Figure 103

By entering the following can help user create a new lab.

• Lab name	• Lab code
• Lab type	• Lab group
• State	• District
• Block	• Pin code
• Latitude	• Longitude
• Address	• Parameters to be tested
• Remarks	



Submit

After entering the required values, a user should click on the **Submit** button. That is how a lab is registered.

### 10.4.2 View Information of All Laboratories

If a user has requirements to search information of a particular laboratory or all laboratories, he should click on the **List Of Lab** menu option given right below the Add new lab option. (Refer to figure 104)

Sr. No.	Lab name	Lab type	Lab group	Is NABL accredited?	Update Lab Incharge	Action
1	P.H.E.D. STATE WATER TESTING LABORATORY, KARNAL	GOVT	STATE LEVEL	Yes		
2	DISTT. PUBLIC HEALTH ENGINEERING WATER TESTING LABORATORY, YAMUNA NAGAR	GOVT	DISTRICT LEVEL	No		
3	P.H.E.D DISTRICT LAB ,JHAJJAR	GOVT	DISTRICT LEVEL	No		
4	P.H.E.D District Water Testing Laboratory, Sonipat	GOVT	DISTRICT LEVEL	No		
5	P.H.E.D. DISTRICT WATER TESTING LABORATORY, GURUGRAM	GOVT	DISTRICT LEVEL	No		
6	P.H.E.D. DISTRICT WATER TESTING LABORATORY SIRSA	GOVT	DISTRICT LEVEL	No		


Figure 104

On this page a user gets the following information AKA summary regarding existing laboratories:

Label Name	Description
Lab name	Name of the lab.
Lab type	Type of the lab, whether a Govt owned or a Private one.
Lab group	Group of the Lab, whether a District level or State one.
Is NABL accredited,	If it is accredited by NABL.
Update lab In-charge personnel	One can change the name of an existing Lab in-charge personnel using  button. (Refer to figure 105)
View detail of a lab	One can view detail of a lab using  button. (Refer to figure 106)
Update detail of a lab	To change any existing detail of a lab one should click on  button. (Refer to figure 107)

10.4.3 Updating a lab in-charge personnel information:

Figure 105

To update information regarding a Lab in-charge’s detail, please enter the required new values or information and click on  button.

10.4.4 View a lab’s detail

Sr. No.	Name	Mobile	Email	Account created date	Account validated date	Account status
1	Rajesh	9876543210	chem...@gmail.com	28/07/2022	18/08/2022	Active


  

Sr. No.	Name	Mobile	Email	Account created date	Account validated date	Account Status
1	Nishant	9876543210		28/07/2022	18/08/2022	Active

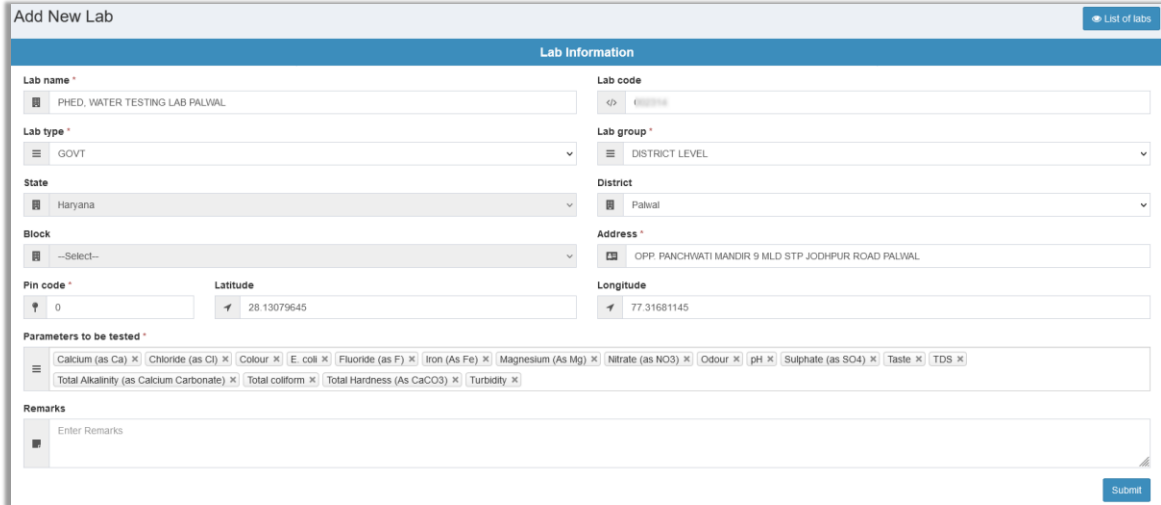
Parameter name	Methods used	Equipment used	Reagents used	Uploaded NABL certificate	NABL valid date (dd/MM/yyyy)
1. Colour	1. Visual comparison method	1. Visual Comparator	1. Potassium Chloroplatinate		
2. Odour	1. Odour	1. Stopper bottle	1. NA		
3. Taste	1. Threshold water test	1. NA	1. NA		
4. Turbidity	1. Nephelometric method	1. Turbidity meter	1. Turbidity standard Solution (1000 NTU)		
5. pH	1. Electrometric method	1. pH meter	1. pH Buffer Solution 10.01 / Carbonate buffer, 2. pH Buffer Solution 4.01 / Phthalate buffer, 3. pH buffer Solution 7.0	nabfile1058544	30/03/2023
6. TDS	1. Instrumental method	1. Hot air oven	1. Potassium chloride, 2. Sodium Chloride		
7. Total Alkalinity (as Calcium Carbonate)	1. Titration method	1. Auto Burette & Auto-Pipette	1. Methyl Orange Indicator/ Methyl Red indicator, 2. Sodium carbonate, 3. Sulphuric acid	nabfile1058544	30/03/2023

Figure 106

To view detailed information of a Lab’s, please click on  button. (Refer to figure 104)

Thereafter an output similar to figure 106 is being displayed.

### 10.4.5 Updating a lab's information




The screenshot shows a web form titled "Add New Lab" with a "List of labs" link in the top right. The form is divided into several sections under the heading "Lab Information":

- Lab name \***: Text input field containing "PHED, WATER TESTING LAB PALWAL".
- Lab type \***: Dropdown menu set to "GOVT".
- State**: Dropdown menu set to "Haryana".
- Block**: Dropdown menu set to "--Select--".
- Pin code \***: Text input field containing "0".
- Latitude**: Text input field containing "28.13079645".
- Lab code**: Text input field containing "000000".
- Lab group \***: Dropdown menu set to "DISTRICT LEVEL".
- District**: Dropdown menu set to "Palwal".
- Address \***: Text input field containing "OPP. PANCHWATI MANDIR 9 MLD STP, JODHPUR ROAD PALWAL".
- Longitude**: Text input field containing "77.31681145".
- Parameters to be tested \***: A row of checkboxes for various parameters: Calcium (as Ca), Chloride (as Cl), Colour, E. coli, Fluoride (as F), Iron (As Fe), Magnesium (As Mg), Nitrate (as NO3), Odour, pH, Sulphate (as SO4), Taste, TDS, Total Alkalinity (as Calcium Carbonate), Total coliform, Total Hardness (As CaCO3), and Turbidity.
- Remarks**: A text area with the placeholder "Enter Remarks".

A "Submit" button is located at the bottom right of the form.

Figure 107

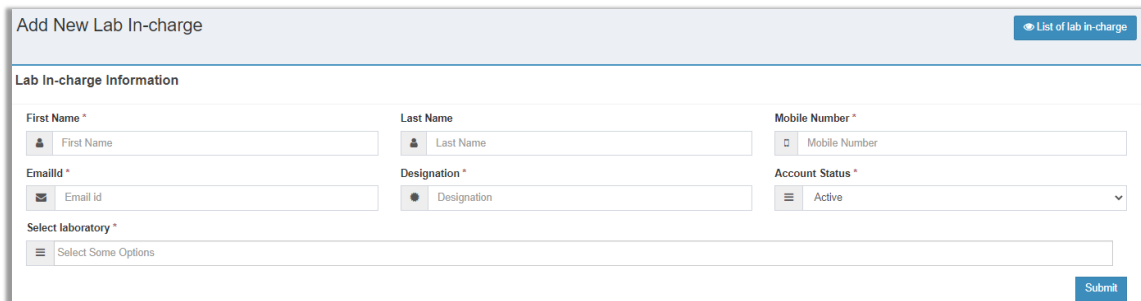
To update (change) a Lab's detail, please enter new required information and click on  button.

## 10.5 Lab In-charge Registration

Using this menu option an admin user can add a new lab in-charge personnel to the existing list of lab in-charges.

Admin can see summary of all of them and can change information as per the requirements. Let's go through each of the menu options.

### 10.5.1 Create Account




The screenshot shows a web form titled "Add New Lab In-charge" with a "List of lab in-charge" link in the top right. The form is titled "Lab In-charge Information" and contains the following fields:

- First Name \***: Text input field with placeholder "First Name".
- Last Name**: Text input field with placeholder "Last Name".
- Mobile Number \***: Text input field with placeholder "Mobile Number".
- Emailid \***: Text input field with placeholder "Email id".
- Designation \***: Dropdown menu with "Designation" selected.
- Account Status \***: Dropdown menu with "Active" selected.
- Select laboratory \***: Dropdown menu with "Select Some Options" selected.

A "Submit" button is located at the bottom right of the form.

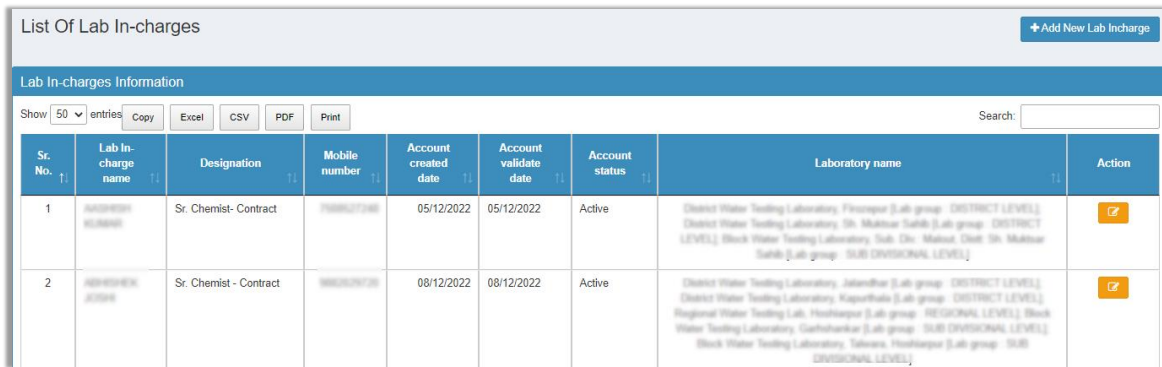
## Super Admin (Department) User Account

Figure 108

Enter the following details in the given entry form and click on  button.

• First Name	• Last Name
• Contact Number	• Email Id
• Designation	• Account Status
• Select Laboratory	

### 10.5.2 List of Lab In-charge






Sr. No.	Lab In-charge name	Designation	Mobile number	Account created date	Account validate date	Account status	Laboratory name	Action
1	ANANDH KUMAR	Sr. Chemist - Contract	988022346	05/12/2022	05/12/2022	Active	District Water Testing Laboratory, Pinnacore [Lab group: DISTRICT LEVEL], District Water Testing Laboratory, Sh. Mukteswar Sathis [Lab group: DISTRICT LEVEL], Block Water Testing Laboratory, Sub. Div. Mukteswar Dist. Sh. Mukteswar Sathis [Lab group: SUB-DIVISIONAL LEVEL]	
2	ANANDH KUMAR	Sr. Chemist - Contract	988022346	08/12/2022	08/12/2022	Active	District Water Testing Laboratory, Jalandhar [Lab group: DISTRICT LEVEL], District Water Testing Laboratory, Kapurthala [Lab group: DISTRICT LEVEL], Regional Water Testing Lab, Hoshiarpur [Lab group: REGIONAL LEVEL], Block Water Testing Laboratory, Gurdhiankar [Lab group: SUB-DIVISIONAL LEVEL], Block Water Testing Laboratory, Talwara, Hoshiarpur [Lab group: SUB-DIVISIONAL LEVEL]	

Figure 109

Under this menu option the following information regarding a Lab in-charge is provided:

• Name,	• Designation,
• Contact number,	• Account Created Date,
• Account Validate Date,	• Account Status,
• Lab Name	• Edit button 

### 10.5.3 Edit Lab In-charge personnel's Information.

- ✓ Click on edit button.
- ✓ Then make required informational changes related to the lab in-charge in the provided entry form as shown in figure 108,

## Super Admin (Department) User Account

✓ Click on **Submit** button to save the changes. (Figure 108)

Add New Lab In-charge List of lab in-charge

**Lab In-charge Information**

First Name \*  Last Name  Mobile Number \*

Emailid \*  Designation \*  Account Status \*

Select laboratory \*

**EXISTING LAB INCHARGE INFORMATION:**

Sr. No.	Lab Name	Lab Incharge Details		
1	District Water Testing Laboratory, Firozpur	Name : /	Mobile Number : 7	Email : / Designation : Sr. Chemist- Contract
2	District Water Testing Laboratory, Sh. Muktsar Sahib	Name : /	Mobile Number : 7	Email : / Designation : Sr. Chemist- Contract
3	Block Water Testing Laboratory, Sub. Div.: Malout, Distt. Sh. Muktsar Sahib	Name : /	Mobile Number : 7	Email : / Designation : Sr. Chemist- Contract

Figure 110

### NOTE

✓ More information about reports' functionality is provided in [chapter 13](#).

## 10.6 Lab Management

Using this menu option user can define the following for a registered laboratory. Also, super admin can change (update) this information about a lab.

### 10.6.1 Add Lab Details

## Super Admin (Department) User Account

The screenshot shows a dashboard with a 'List of details' button in the top right. Below is the 'Lab Information' section with several dropdown menus: State (Punjab), District (Amritsar), Select Laboratories (Regional Water Testing Lab, Amritsar [ Lab Group : REGIONAL LEVEL ]), Parameters to be tested (Select Parameter), Select Methods (AAS), and Select Equipments (Chloroscope). There is also a 'Select Reagents' section with 'Acetone' and 'Absolute alcohol' selected. A 'Submit' button is at the bottom right of the form.

Below the form is a table titled 'Lab Parameter details (Method/ Equipment/ Reagents)'. A note above the table states: 'Note : Red color row shows, Parameter details (Method/ Equipment/ Reagents) are not updated.' The table has columns for Sr.No, Parameter Name, Method Name, Equipment Name, and Reagents Name.

Sr.No	Parameter Name	Method Name	Equipment Name	Reagents Name
1	Colour	Visual comparison method	NA	Potassium Chloroplatinate
2	Odour	Odour	NA	NA
3	Taste	NA	NA	NA

Figure 111

User is supposed to enter information in the given sequence to add the required details:

1. State name (Selected by default)
2. Select the required District.

### **+ INFORMATION**

*A list of laboratories is displayed as soon as the user selects a District. There can be one or more Laboratories dependent on number of laboratories registered in that District. A user must select the correct one Lab.*

1. Select a laboratory
2. Select parameters
3. Select methods
4. Select equipment.
5. Select reagents

To save the entered details user should click on **Submit** button. Afterwards summary of the entered/ saved details is displayed at the bottom of the page. (Refer to figure 111)

10.6.2 List of all Labs











List of Lab Details <span style="float: right;">+ Add Lab Details</span>						
Sr. No.	State	District	Laboratory	No. of parameters that can be tested in lab	No. of parameters which are not updated in lab	Action
1	Punjab		Regional Advance Water Testing Laboratory, Phase 2, SAS Nagar, Mohali [ Lab group : STATE LEVEL]	28	0	
2	Punjab	Gurdaspur	District Water Testing Laboratory, Gurdaspur [ Lab group : DISTRICT LEVEL]	12	0	
3	Punjab	Ferozepur	District Water Testing Laboratory, Ferozepur [ Lab group : DISTRICT LEVEL]	12	0	
4	Punjab	Ludhiana	District Water Testing Laboratory, Ludhiana [ Lab group : DISTRICT LEVEL]	12	0	
5	Punjab	Jalandhar	District Water Testing Laboratory, Jalandhar [ Lab group : DISTRICT LEVEL]	12	0	
6	Punjab	Kapurthala	District Water Testing Laboratory, Kapurthala [ Lab group : DISTRICT LEVEL]	12	0	
7	Punjab	Rupnagar	District Water Testing Laboratory, Roopnagar [ Lab group : DISTRICT LEVEL]	12	0	
8	Punjab	Bathinda	District Water Testing Laboratory, Bathinda [ Lab group : DISTRICT LEVEL]	12	0	
9	Punjab	Faridkot	District Water Testing Laboratory, Faridkot [ Lab group : DISTRICT LEVEL]	12	0	

Figure 112

Under this menu option one can take a summary-view of information (parameters, reagents, etc.) added to all existing laboratories in that selected State. Here a user gets the following information along with State, district, and a lab’s vital information:

- |                                     |   |
|-------------------------------------|---|
| • Name,                             | • Designation,  |
| • Laboratory information,           | • Number of Parameters allowed  |
| • Parameters which are not allowed, | • Edit button to update existing information.  |

To edit a Laboratory’s details, one should click on the Edit button it opens the same UI for Editing purposes.

### 10.6.3 Edit A Lab's Information:

Dashboard List of details

Lab Information

State \*  
Haryana

District  
Bhiwani

Select Laboratories \*  
PUBLIC HEALTH ENGINEERING LAB, BHIWANI [ Lab Group : DISTRICT LEVEL ]

Parameters to be tested \*  
Colour

Select Methods \*  
Visual comparison method

Select Equipments \*  
FTK

Select Reagents \*  
Potassium Chloroplatinate x

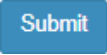
Submit

Lab Parameter details (Method/ Equipment/ Reagents)

Note : Red color row shows, Parameter details (Method/ Equipment/ Reagents) are not updated.

Sr.No	Parameter Name	Method Name	Equipment Name	Reagents Name
1	Colour	Visual comparison method	Nesseleer vessel	Potassium Chloroplatinate
2	Odour	Odour	Stopper bottle	NA
3	Taste	Threshold water test	Stopper bottle	NA
4	Turbidity	Nephelometric method	Turbidity meter	Turbidity standard Solution (1000 NTU)

Figure 113

- ✓ Click on edit button.
- ✓ To make required changes one should enter/ select the information in the same sequence as done in the [Add Lab Details](#) for a laboratory step.
- ✓ Click on  button to save the changes. (Figure 113)

## 10.7 Lab Service

Using this menu option user can define service area for a registered laboratory. Also, users can change (update) this information regarding the service area of a laboratory.

Let's proceed with the first menu option, that is, [Add Lab Service area](#). (Refer to figure 114)



10.7.1 Add Lab Service Area

Figure 114

User is supposed to follow the steps given below:

- ✓ Select a laboratory

**+ INFORMATION**

*The names of Block(s) of that District are fetched. It might take a few milliseconds; a user is supposed to keep patience while application is working on the same.*

- ✓ Select the required name of blocks for this district.
- ✓ Click on **Submit** button to save the changes made.

10.7.2 List of Lab Service Areas

Sr. No.	Lab name	Group	Service area status	Action
1	DISTT. PUBLIC HEALTH ENGINEERING WATER TESTING LABORATORY, YAMUNA NAGAR	DISTRICT LEVEL	<a href="#">View</a>	<a href="#">Edit</a>
2	P.H.E.D Sub-Divisional Laboratory,Narwana	BLOCK LEVEL	<a href="#">View</a>	<a href="#">Edit</a>
3	P.H.E.D DISTRICT LAB ,HAJJAR	DISTRICT LEVEL	<a href="#">View</a>	<a href="#">Edit</a>

Figure 115

## Super Admin (Department) User Account

A user can view the service area of all the available labs in a state. Further he may view or edit a list of service area (s) for a lab as per the requirements. (Refer to figure 115)

### 10.7.3 Edit a Service Area

Lab Information			
Lab Name	Block Water Testing Laboratory, Abohar	Lab Group	SUB DIVISIONAL LEVEL
Lab Incharge Name	Ashish Kumar	Contact	9864231117

Service area districts

Fazilka x

District wise blocks information



Fazilka

Abohar  Arniwala Sheikh Subhan  Fazilka  Jalalabad  Khuian Sarwar

Submit

Figure 116

Step by Step description to edit a service area:

- Click on edit button  as demonstrated at figure 115.
- Add (tick) or Remove (untick) a block area as demonstrated in figure 116.
- Click on  button to save changes.
- Account Created Date

### 10.7.4 View a Service Area

LABORATORY SERVICE AREA

Lab name : DISTT. PUBLIC HEALTH ENGINEERING WATER TESTING LABORATORY, YAMUNA NAGAR      Lab group: DISTRICT LEVEL

1 - Yamunanagar

1. Saraswati Nagar	2. Jagadhri	3. Chhachhrauli
4. Radaur	5. Bilaspur	6. Sadaura (part)
7. Khizrabad		

Figure 117

- ✓ A user is supposed to click on  button as demonstrated in figure 115.

### 10.8 Department user

An admin user is also responsible to approve registration request AKA activation of an account of a “Department User.” This menu option enables him to execute the same.





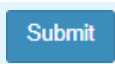
Sr. No.	District name	User name	Designation	Mobile	Account status	Action
98	Charkhi Dadri	Yoginder Kumar	consultant		Active	 
100	GURUGRAM	Sanjay Kumar	consultant		Active	 



Figure 118

#### 10.8.1 Activate a user's account


To Approve a registration request, please follow the given process:

1. Select the edit  button given on the right-hand side position. (Refer to figure 118)
2. A admin can change Account Status entry to allow approval.
3. Then next step is to click on the  button to save the changes.

#### 10.8.2 Deactivate a User's Account

1. Select the edit  button given on the right-hand side position. (Refer to figure 118)
2. An admin can change Account Status entry to make an account inactive.
3. Click on the  button to save the changes.

### INFORMATION

- ✓ An entry form is displayed on the click on Edit button against a required record. A user is supposed to take an appropriate action to Approve the request.
- ✓ In case an Admin is required to remove required details (data) permanently of a “Department user” he should click on the Delete  Button.

## 10.9 DWSM Member Secretary

A DWSM Member Secretary account is registered by an admin. Using this menu option, a user can achieve it. Process to do is given as follows:

### 10.9.1 Add DWSM Member Secretary Account

Figure 119

To register an account please fill out the given entry form and click on the Submit to save the changes. (Refer to figure 111)

1. Select State (By default selected)	2. District
3. First Name	4. Last Name
5. Official Mobile Number	6. Official Email ID
7. Designation	8. Account Status

### 10.9.2 List DWSM Member Secretary

S.No.	District name	DWSM member secretary	Designation	Official mobile	Official email id	Account status	Action
1	Ambala	Ashish Dhillon	EXECUTIVE ENGINEER,PHED / RWS	9770000000	ec@ambaladgpn.com	Active	
2	Charkhi Dadri	Shankhraj	EXECUTIVE ENGINEER,PHED / RWS	9800000001	ec@charkhidadri.com	Active	
3	Fatehabad	SH. Anand Kumar Singh Jha	EXECUTIVE ENGINEER,PHED / RWS	9810000001	ec@fatehabad.com	Active	
4	Fatehabad	SH. Anand Kumar Singh Jha	EXECUTIVE ENGINEER,PHED / RWS	9810000005	ec@fatehabad.com	Active	

Figure 120

- ✓ To Edit a user detail, one should click on button. (Refer to figure 120)
- ✓ To delete a user detail permanently, one should click on button. (Refer to figure 120)

## 10.10 Sample Testing Rate

To add price for various tests, admin should be using this menu option.

10.10.1 Add Rate

Figure 121

User should select or enter the required detail (Refer to figure 121)

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| 1. Select Test name               | 2. Enter Public rate            |
| 3. Enter Departmental Sample rate | 4. Enter Commercial Sample rate |
| 5. Enter Mobile Lab rate          |                                 |

After that he should click on the Submit button to save the entered Sample Testing rates.

10.10.2 List Test Price

Sr. No.	Parameter name	Public rate	Department rate	Commercial rate	Mobile rate	Action
1	Aluminum (As Al)	215.00	0.00	215.00	0.00	
2	Cadmium (As Cd)	215.00	0.00	215.00	0.00	
3	Calcium (as Ca)	20.00	0.00	20.00	0.00	

Figure 122

Here a user can observe rates for all Parameters that can be tested for a sample. In case a user needs to revise (update) the price for a Parameter, he should be using this menu option.

Process to revise Price for a Parameter:

- |   |
|---|
| 1. Click on edit  button. (Refer to figure 122)                                       |
| 2. Enter the revised price for a selected parameter in the given entry (update) form. |
| 3. Click on the  button to save the changes.  |

The new modified price is reflected in the list of all Parameters' data similar to a page depicted using figure 122.



### NOTE

✓ More information about reports' functionality is provided in [chapter 13](#).

## 10.11 NABL information

Using this menu an admin can edit/update/ view list of accredited parameters for a required laboratory.

### 10.11.1 View NABL Information

Sr. No.	Parameter name	NABL Status	Certificate	Validity Date	Action
1.	Bacteriological (H2S test)				
2.	Calcium (as Ca)	Accreditation	nabfile135116	16-Sep-2023	
3.	Chloride (as Cl)	Accreditation	nabfile135110	16-Sep-2023	
4.	Colour	Accreditation	nabfile13513	16-Sep-2023	

Figure 123

One should follow the following steps.

1. Select a required laboratory.
2. Click on the certificate link, for instance: [nabfile135116](#) . It displays a certificate that ensures the accreditation of NABL for the selected parameter.

### 10.11.2 Update an Expired Certificate

User can update expired certificate of a parameter using edit button. (Figure 123)

## Super Admin (Department) User Account

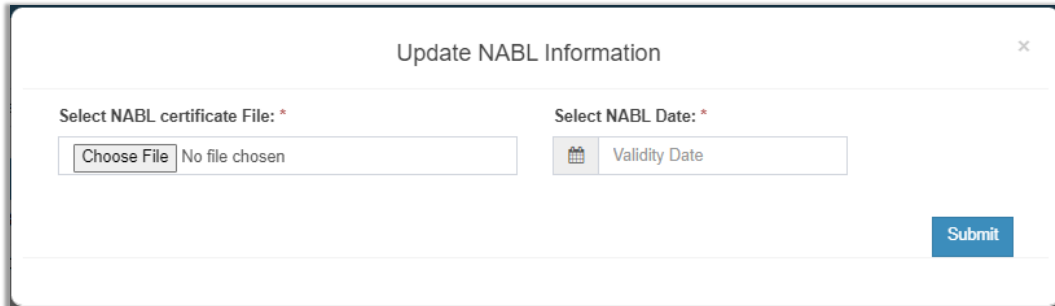




Figure 124

1. Click on edit button.
2. Select the updated NABL certificate file for this parameter. (Refer to figure 124)
3. Select the date on which this certificate is about to expire. It is mentioned on this certificate.
4. Click on the  button to save the changes.



### NOTE

- ✓ In case an Admin is required to remove the details (data) of a "Parameter" permanently he should click on the Delete  Button.

### 10.11.3 Edit/ Update NABL Information

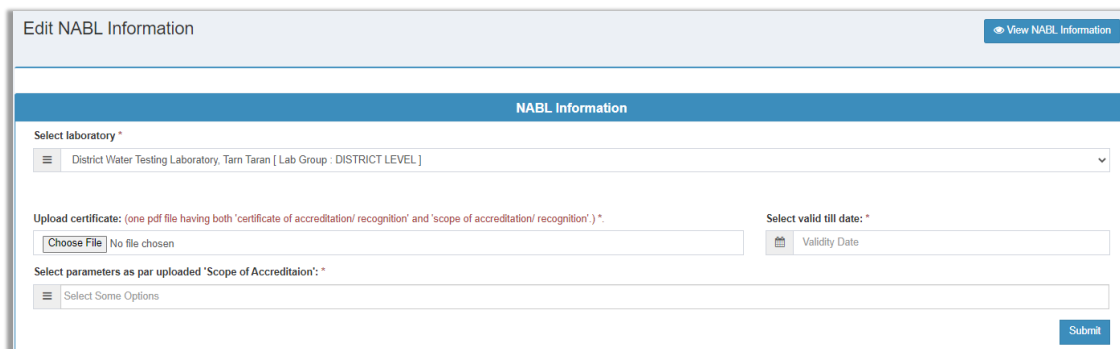



Figure 125


## Super Admin (Department) User Account

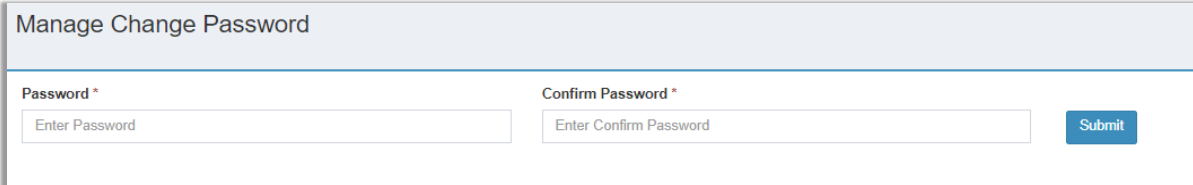
At Edit NABL Information entry form a user is supposed to do the following:

1. Select the required Laboratory from the list of all laboratories.
2. Select a PDF file that contains 'certificate of accreditation/ recognition' and 'scope of accreditation/ recognition' both. (*Refer to figure 125*)
3. Select the date on which this certificate is about to expire. It is mentioned on this certificate.
4. Select the name of a parameter from the given list for which this certificate is relevant.
5. Click on the  button to save the changes.

### 10.12 Maintenance (Change password)

This menu lets an admin user change his current password. To do so one should follow the given instructions:

- ✓ Enter new password,
- ✓ Repeat the same password to make sure correct password is entered.
- ✓ Click on the  button.



Manage Change Password

Password \*

Confirm Password \*

Figure 126



## 11 DWSM Member Secretary user

This menu option is for a DWSM user. It has following powers:

- ✓ To mark contaminated samples for Remedial action, which were tested in a laboratory.
- ✓ To manage a FTK Data Entry Operator user, etc.

In this user account, a user gets the following menu options.

(Refer to figure 127)

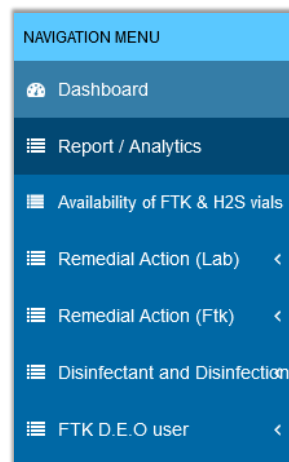


Figure 127

Let's go through each of menu items available under this user account.

### 11.1 Dashboard

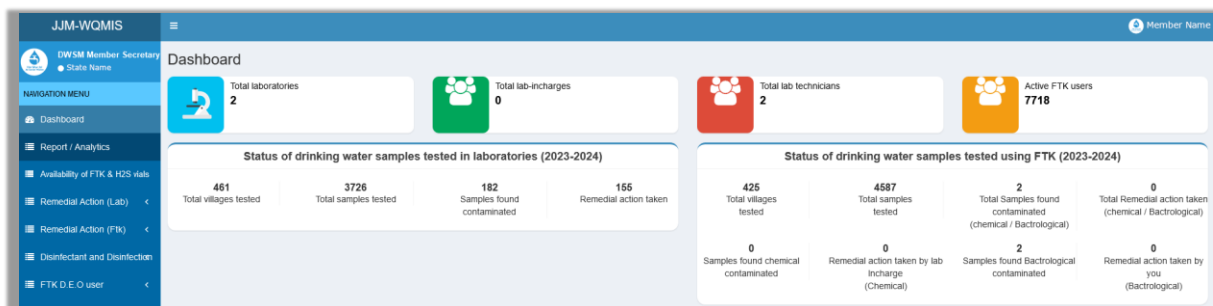


Figure 128

The dashboard for DWSM user shows four groups of information:

- Count of Laboratories & Lab in-charges in a district,

- Count of Lab technicians & Active FTK users in a district,
- Status of testing of drinking water in Laboratories (2022-23),
- Status of testing of drinking water using FTK (2022-23), etc.

## 11.2 Report/ Analytics

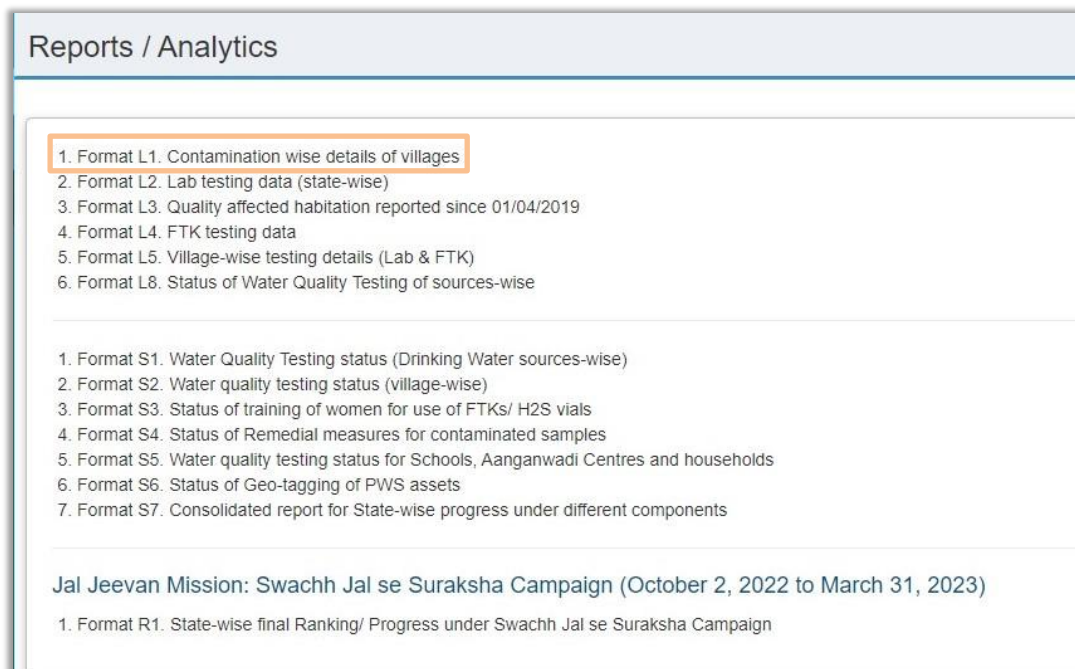
Under this menu item various report formats are available. There are two groups of report formats available, namely:

- Reports related to water testing,
- Reports related Swachh Jal se Suraksha campaign reports.

These reports help a lab DWSM user to obtain useful information in quick steps as described below.

A user is required to click on each report to see the information it offers.

**For example:** Click on Format L1: “Contamination wise details of villages.” (Refer to figure 129)



**Figure 129**

Which in turn opens a report as demonstrated below. (Refer to figure 130)

Format L1. Contaminat wise details of villages where in water samples were found contaminated

Financial Year: 2023-2024 | State: Haryana | District: --Select-- | Block: --Select--  
 Gram panchayat: --Select-- | Village: --Select-- [Show]

S.No.	District name	No. of villages wherein contamination found in samples																
		Chemical Contaminants													Bacteriological Contamination			
		pH	TDS	Turbidity	Chloride	Total Alkalinity	Total Hardness	Sulphate	Iron	Total Arsenic	Fluoride	Nitrate	Residual Chlorine	Others	E coli	Total Coliform	Others	
1	Ambala	0	0	1	0	0	0	1	0	0	0	0	0	0	1	0	67	0
2	Bhiwani	0	17	2	10	2	17	5	0	0	28	2	0	63	0	134	0	
3	Charkhi Dadli	0	9	7	6	1	13	0	4	1	3	1	0	17	0	99	0	

Figure 130

Any report can be –

- downloaded or exported in MS Excel format.
- printed,
- also, a user can set a criterion in the given boxes to find a specific set of information from large number of records.

### 11.3 Availability of FTK and H2S vials

It redirects a user to a web application, where an authorized user can browse the required data for their perusal.

### 11.4 Remedial Action (Lab)

This menu options presents reports of the following group:

- Interim Action (Temporary)
- Remedial Action (Permanent)
- List of remedial action

#### 11.4.1 Interim Action (Temporary)

This menu item displays those tested samples which are found contaminated and requires an interim action, also it lists those test-samples (count) on which “interim action” has been taken by a user.

P.T.O.

The following screenshots demonstrates how a user can take interim action for required test samples.

**Step 1:** Click on count against a city name under the column named “Total no. of Sample yet to be Interim action taken.”

Sr. No.	Block	No. of Samples tested			
		Total	Total no. of Samples found contaminated	Total no. of Samples Interim action taken	Total no. of Samples yet to be Interim action taken
1	Ambapur	752	9	0	9
2	Asafpur	403	2	0	2
3	Bisauli	704	5	0	5
4	Datgavan	952	3	1	2
5	Datganj	319	2	0	2
6	Islamnagar	992	1	0	1
7	Jagat	972	6	0	6
8	Milon	886	2	0	2
9	Qadar Chowk	580	1	0	1
10	Sahaswan	871	2	0	2
11	Salarpur	609	7	0	7
12	Samner	429	6	0	6
13	Ujhani	665	9	0	9
14	Wazirganj	421	6	0	6

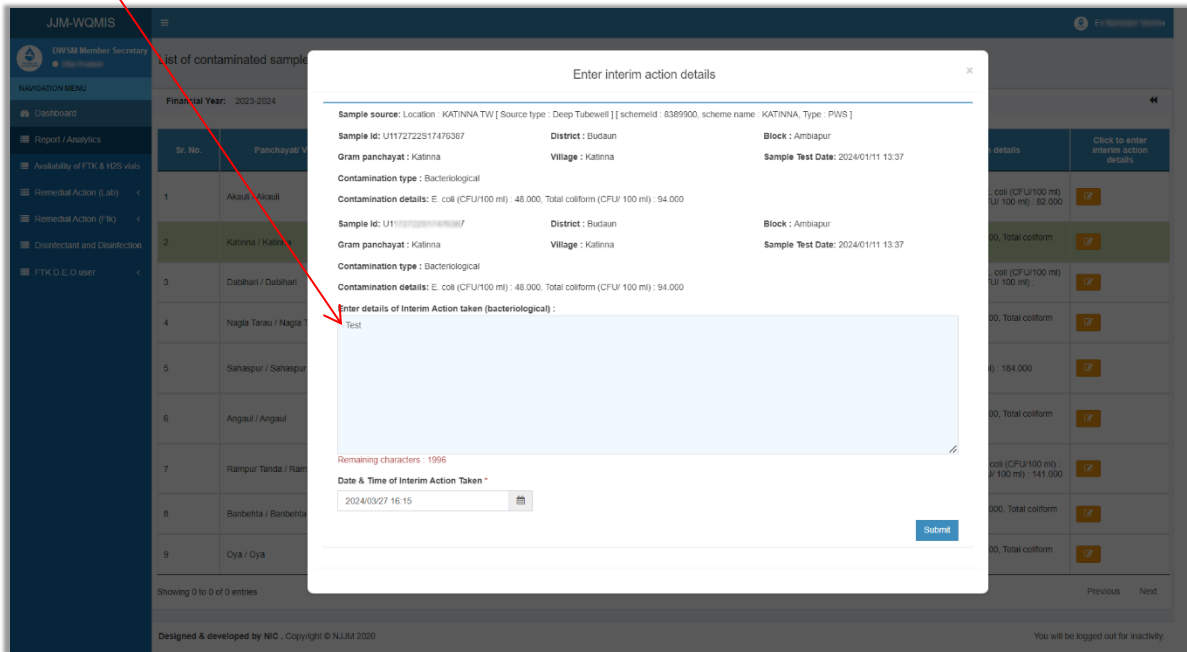
**Step 1:** Select count of a required city for interim action.

**Step 1:** As a result, the application displays details of test samples based on Grampanchayat/ village with other important details of sample, along with an edit button input details of “interim action.”

Sr. No.	Panchayat/ Village name	Sample source	Sample id	Lab name	Contamination details	Click to enter interim action details
1	Akauli / Akauli	Location : AKAUJI [ Source type : Deep Tubewell ] [ schemeId : 20007724, scheme name : AKAUJI WATER SUPPLY SCHEME, Type : PWS ]	U1172722517475991	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	Turbidity (NTU) : 17.950, E. coli (CFU/100 ml) : 48.000, Total coliform (CFU/ 100 ml) : 52.000	ⓘ
2	Katinna / Katinna	Location : KATINNA TW [ Source type : Deep Tubewell ] [ schemeId : 8369900, scheme name : KATINNA, Type : PWS ]	U1172722517476387	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	E. coli (CFU/100 ml) : 48.000, Total coliform (CFU/ 100 ml) : 94.000	ⓘ
3	Dabihari / Dabihari	Location : DABIHARI TUBEWELL [ Source type : Deep Tubewell ] [ schemeId : 8359770, scheme name : DABIHARI, Type : PWS ]	U1172722517476551	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	Turbidity (NTU) : 84.600, E. coli (CFU/100 ml) : 144.000, Total coliform (CFU/ 100 ml) : 144.000	ⓘ
4	Naglia Tarau / Nagla Tarau	Location : Nagla Tarau [ Source type : Deep Tubewell ] [ schemeId : 8362574, scheme name : NAGLA TARAU, Type : PWS ]	U1172722517480728	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	E. coli (CFU/100 ml) : 24.000, Total coliform (CFU/ 100 ml) : 84.000	ⓘ
5	Sahaspur / Sahaspur	Location : Sahaspur [ Source type : Deep Tubewell ] [ schemeId : 20009059, scheme name : Sahaspur Water Supply Scheme, Type : PWS ]	U1172722517481145	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	Total coliform (CFU/ 100 ml) : 184.000	ⓘ
6	Angaul / Angaul	Location : Angaul [ Source type : Deep Tubewell ] [ schemeId : 20008631, scheme name : Angaul Water Supply Scheme, Type : PWS ]	U1172722517481274	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	E. coli (CFU/100 ml) : 15.000, Total coliform (CFU/ 100 ml) : 12.000	ⓘ
7	Rampur Tanda / Rampur Tanda	Location : Rampur Tanda [ Source type : Deep Tubewell ] [ schemeId : 20009072, scheme name : Rampur Tanda Water Supply Scheme, Type : PWS ]	U1172722517481445	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	Turbidity (NTU) : 9.950, E. coli (CFU/100 ml) : 48.000, Total coliform (CFU/ 100 ml) : 141.000	ⓘ
8	Banbehta / Banbehta	Location : BANBEHTA TW [ Source type : Deep Tubewell ] [ schemeId : 8359695, scheme name : BANBEHTA, Type : PWS ]	U1172722517481570	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	E. coli (CFU/100 ml) : 100.000, Total coliform (CFU/ 100 ml) : 200.000	ⓘ
9	Oya / Oya	Location : Oya [ Source type : Deep Tubewell ] [ schemeId : 20008769, scheme name : Oya Water Supply Scheme, Type : PWS ]	U1172722517481729	State Level Water Analysis Laboratory , U.P. Jai Nigam (Rural), Lucknow	E. coli (CFU/100 ml) : 12.000, Total coliform (CFU/ 100 ml) : 121.000	ⓘ

**Step 2:** Open a test sample to enter interim action.

**Step 3:** Enter the details of Interim action and click on the submit button.



**Step 3: Enter interim action details in the space provided.**

Once the user has submitted details for interim action application reflects the same in the following way:

Sr. No.	Block	No. of Samples tested			
		Total	Total no. of Samples found contaminated	Total no. of Samples Interim action taken	Total no. of Samples yet to be Interim action taken
1	Ambiapur	762	9	0	9
2	Asafpur	403	2	0	2
3	Bisauli	704	5	0	5
4	Dahganwan	962	3	1	2
5	Dahaganj	319	2	0	2
6	Islamnagar	992	1	0	1
7	Jagat	972	6	0	6

**Result after submission of Interim details.**

Here count from the column Total no. of Samples yet to be Interim action taken is decreased and count at Total no. of Samples Interim action taken is increased.

The concerned user can click on the count displayed at Total no. of Samples Interim action taken to view further information related to the impacted test-sample.

The screenshot shows the JIM-WQMIS interface for a DWSM Member Secretary. The page displays a table titled "List of contaminated samples interim action taken". The table has columns for Sr. No., Panchayat/ Village name, Sample source, Sample id, Lab name, Contamination details, and Details of Interim Action taken. The first row shows a sample with a contamination level of 0.040 mg/l of Total Arsenic (As As). The "Details of Interim Action taken" column contains a link labeled "Chemical Test", which is highlighted with a red box and pointed to by a yellow arrow.


Displaying details of impacted test-sample.

11.4.2 Remedial Action (Permanent)

The screenshot shows the "List of contaminated samples" interface. It includes a search filter section with dropdowns for State (Haryana), District (Yamunanagar), Block, Gram panchayat, and Village. Below the filters is a table with the following columns: S.No., Block name, Gram panchayat, Village name, Sample source, Sample id, Lab name, Contamination details, Sample test report, and Click to enter remedial action details. The table contains three rows of data. The last two columns of the table have icons: a download icon in the 'Sample test report' column and a remedial action icon in the 'Click to enter remedial action details' column. A green arrow points from the download icon in the first row to the text in the first bullet point, and a blue arrow points from the remedial action icon in the third row to the text in the second bullet point.

Figure 131

In the above figure a user can observe records of contaminated results. As per the requirements a user can do the following:

- ✓ A user can view (print) a report using the  button. The output is similar to [figure 79](#) given under [this section](#) (List of Samples Tested, chapter 7.)
- ✓ A user can take remedial action if the test-sample goes for retesting and found safe in the laboratory. This button enables to do so. (Refer to figure 132 given ahead.)

Note:

1. If the test sample is found **unsafe** in the retesting, then the textbox won't be available for submission of remedial action.

Enter remedial action details
✕

**Sample source:** Source Type : Deep Tubewell, location : TWell No. 1 Naharpur

**Sample Id:** U709316L1101S16022760      **District :** Yamunanagar      **Block :** Jagadhri

**Gram panchayat :** Naharpur      **Village :** Naharpur

**Contamination type :** Bacteriological

**Contamination details:** Total coliform (CFU/ 100 ml) : 45.90

**Enter details of Remedial Action taken (bacteriological) :**

Enter details of Remedial Action taken (bacteriological)

Remaining characters : 2000

Submit

Figure 132

### 11.4.3 List of remedial action (LAB)

List of contaminated samples where remedial action has been taken

**State \***     **District \***     **Block**     **Gram panchayat**     **Village**     Search



Page No. 1

S.No.	Block name	Gram panchayat	Village name	Sample source	Sample id	Lab name	Contamination details	Sample test report	Click to view remedial action details
1	Chhachhrauli	Bhagwanpur	Bhagwanpur   -Chhachhrolli	Source Type : Deep Tubewell, location : in habitation	U709316L1101S15617819	DISTT. PUBLIC HEALTH ENGINEERING WATER TESTING LABORATORY, YAMUNA NAGAR	Total coliform (CFU/ 100 ml) : 28.00		<a href="#" style="background-color: #007bff; color: white; padding: 2px 5px; border-radius: 4px;">View</a>
2	Saraswati Nagar	Mehmudpur	Mehmudpur	Source Type : Deep Tubewell, location : village Mehmudpur (SRPP)	U709316L1101S15618314	DISTT. PUBLIC HEALTH ENGINEERING WATER TESTING LABORATORY, YAMUNA NAGAR	Total coliform (CFU/ 100 ml) : 28.00		<a href="#" style="background-color: #007bff; color: white; padding: 2px 5px; border-radius: 4px;">View</a>

Figure 133

In the above form a user can observe records of contaminated water samples on which Remedial action has been made. This summary regarding such water samples presents the following information:

- ✓ Name of village, gram panchayat, block,
- ✓ Sample source,
- ✓ Sample Id,
- ✓ Laboratory Name,
- ✓ Contamination detail,

- ✓ Button  allows a user to view the Test report. It is similar to [figure 79](#) available [under this section.](#))
- ✓ Button  allows a user to view detail of remedial action. (Refer to figure 134 given below.)

Enter remedial action details ✕

---

**Sample source:** Source Type : Deep Tubewell, location : in habitaiton

**Sample Id:** U709316L1101S15617819      **District :** Yamunanagar      **Block :** Chhachhrauli

**Gram panchayat :** Bhagwanpur      **Village :** Bhagwanpur -chhachroll

**Contamination type :** Bacteriological

**Contamination details:** Total coliform (CFU/ 100 ml) : 28.00

**Remedial action date time :** 2023/10/12 16:53

**Details of Remedial Action taken (bacteriological) :** Sample has been Retested and Found Potable.

**Figure 134**


## 11.5 Remedial Action (FTK)

This menu options presents reports of the following group:

- List of bacteriological contaminated samples
- List of bacteriological remedial actions

### 11.5.1 List of bacteriological contaminated samples

This menu displays the following information to a user:

- ✓ Name of Village, Gram panchayat, District, etc.
- ✓ Info of Sample source, sample ID, Sample collection time,
- ✓ Info of Contamination detail and a  button to Enter remedial action details.



List of bacteriological contaminated samples								
State *	District *		Block					
Haryana	Yamunanagar		--Select--		Search			
Page No. 1								
S.No.	Block name	Gram panchayat	Village name	Sample source	Sample id	Sample collection time	Contamination details	Click to enter remedial action details
1	Jagadhri	Naharpur	Naharpur	Beneficiary name : Naresh Kohli House	U1882126S26774982	05/10/2023	Bacteriological (H2S test) (NA)	
2	Jagadhri	Naharpur	Naharpur	Beneficiary name : Amal	U1882126S26775115	05/10/2023	Bacteriological (H2S test) (NA)	



Figure 135

(A pop-up entry form opens on the click of Edit button, to enter remedial action description.)

A user is supposed to enter detail for Remedial action to be taken in the provided box and click on the submit button to save the changes made to it.

Figure 136

### 11.5.2 List of bacteriological remedial actions


List of bacteriological contaminated samples where remedial action has been taken

State \* Haryana District \* Yamunanagar Block --Select-- Search Page No. 1

S.No.	Block name	Gram panchayat	Village name	Sample source	Sample id	Sample collection time	Contamination details	Click to view remedial action details
1	Radaur	Potli	Potli	Source Type : Deep Tubewell, location : in Village Potli	U1139666F1546819S1546819	27/09/2022	Bacteriological (H2S test) (NA)	<a href="#">View</a>

Figure 137

This menu displays all remedial action taken for contaminated water samples in following structure:

- ✓ Village, Gram panchayat, District, etc.
- ✓ Sample source, sample ID, Sample collection time,
- ✓ Contamination detail and a  View button to view remedial action taken details.

(Refer to figure 137)

Figure 138: Display of remedial action submitted.

## 11.6 FTK D.E.O user

Figure 139

Add a FTK Data Entry Operator (FTK D.E.O.) User











- ✓ A DWSM member secretary user can create a DEO or Data Entry Operator user.
- ✓ To do so, please provide the following information and click on the Submit button. (Refer to figure 139)

1. State Name (By default selected)	2. District
3. First Name	4. Last Name
5. Official Mobile Number	6. Official Email Id
7. Password	8. Active Status

**+ INFORMATION**


- ✓ The entered details have been saved successfully once the user clicks on the Submit button. Now, an applicant needs to follow validation stage by logging on to WQMIS application to activate his account.
- ✓ The same user's information is displayed under the 'List of FTK D.E.O. user' menu option. (Refer to this [sub-section](#))


**11.6.1 List of FTK Data Entry Operator Users**

List of FTK data entry operators (FTK D.E.O.)						
Sr. No.	District name ↑	Name	Official mobile	Official email id	Account status	Action
1	Agar				Active	 
2	Agar				Active	 
3	Agar				Active	 
4	Agar				Active	 
5	Agar				Active	 

**Figure 140**

On this page a DWSM user can review the existing information of all Data Entry Operator users.

Here updation in details of DEO users is also possible using  (edit) button. Similarly,

 (delete) button lets remove unnecessary information.

# 12 Locate Labs Near You

## 12.1 Finding FTK Laboratories

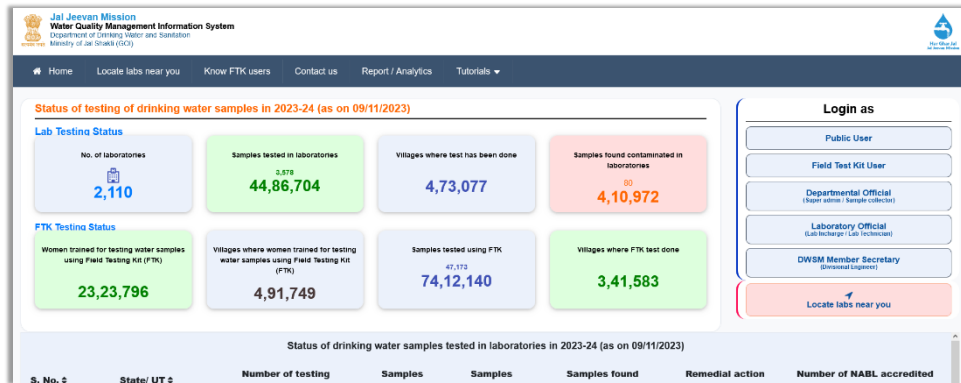
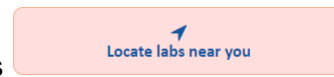


Figure 141

To access this functionality a user is supposed to click on this



button placed at the bottom of Login UI.

## 12.2 Step by step process to find a nearest Lab

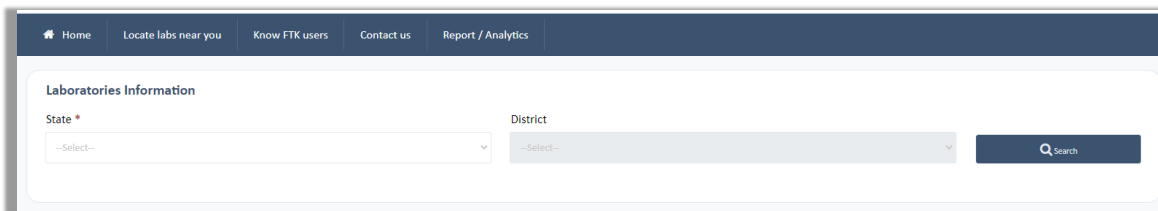


Figure 142

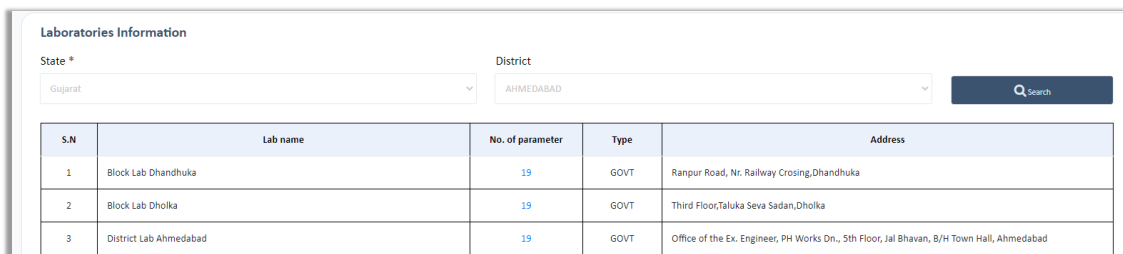


Figure 143

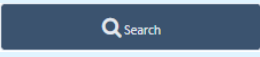
1. Click on the button as depicted in figure 141.
2. Select required state & district name from the boxes as demonstrated in figure 142.
3. Click on the  button placed at top right position on the screen.

Figure 143 depicts the output of Laboratories available nearest to a user's location.

## 13 Know FTK Users

One can search for information of a FTK user without registration/ login. It can be achieved by following the given procedure:

Go to the Home page and click on the menu option Know FTK Users.

A web page similar to *figure 144* given below is rendered on the user's screen.

Figure 144

A user is supposed to enter the required information and click on the Search button. If the entered information is correct, then output similar to the following *figure 145* is presenting.

Search Ftk Users

State \*  
District \*  
Block \*  
Gram Panchayat \*  
Village \*

Search

FTK User Information		
S.No.	FTK User Name	Account Status
1	Anu [Redacted]	Validated
2	Mac [Redacted]	Validated
3	Anju [Redacted]	Validated
4	Jai [Redacted]	Validated
5	Kirn [Redacted]	Validated

Figure 145

In the above presented figure the information has been hidden to maintain privacy of FTK users.

## 14 Functionality of Reports

A report can be accessed right on the home page. Go to Home page and click on the Reports/Analytics menu option displayed on Navigation bar. (Refer to figure 146) Data published in a report (s) is latest by the last day of the current month.

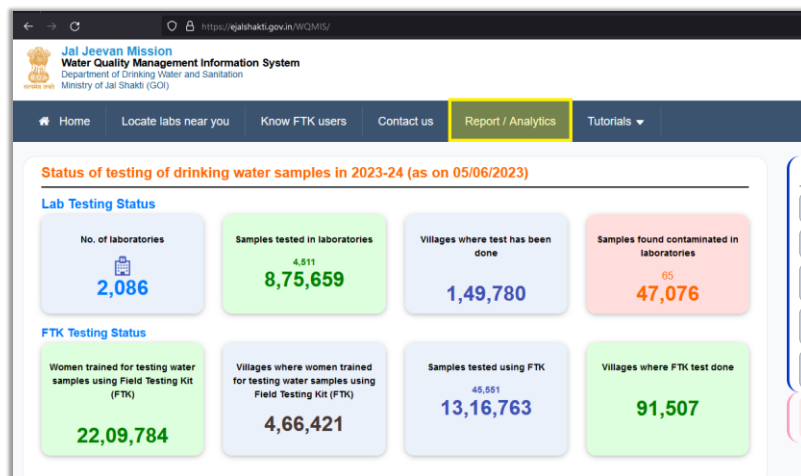


Figure 146

A web page similar to figure 6 is displayed once clicked on the Reports menu.



Figure 147



Now click on the required report format, a page similar to figure 7 is rendered on the screen.

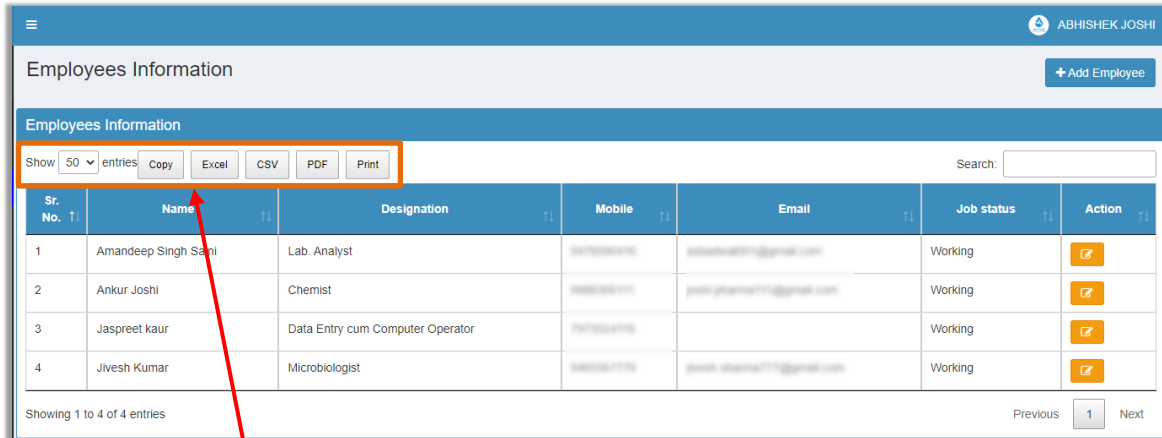
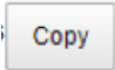
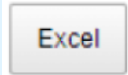







Figure 148: Functionality of buttons.


### 14.1 Buttons on Reports

This chapter gives an overview of various buttons used on Reports menu available for each User as per the requirements.

These buttons can help improve productivity of a user in the following scenarios:

Button type	Use Cases
Copy data 	This button lets a user to copy available data to clipboard that can be pasted to other word processor software, such as: MS Word, Notepad, etc.
Export to Excel  	<p>This button lets a user transfer <i>all rows of records visible on a page</i> to Microsoft Excel spreadsheets. Using a spreadsheet software a user can use data in the following scenarios, such as:</p> <ul style="list-style-type: none"> <li>To represent data in an interactive format, such as Bar chart/ Pie chart, etc,</li> <li>To apply filtering or printing data selectively,</li> <li>To perform statistical calculation on the data, and other scenarios that can be achieved using a spreadsheet/ excel software.</li> </ul>

Export To CSV 	This button lets a user transfer <i>all rows of records visible on a page</i> in CSV format to Microsoft Excel file.
Export to PDF 	This button lets a user to send visible rows of data to PDF (or Portable Document Format) to preserve formatting of the page.
Print data  	This button lets a user send visible rows of records to a printer in a plain document format.
Show <input type="text" value="50"/> entries	This feature lets the application display mentioned number of rows on a single page. For example: 50 ( <i>Application can show up to 50 rows of records (entries).</i> )
Search: <input type="text"/>	In the provided search box, a user should enter the key detail to search for a particular record. For example: <i>Using a mobile number, admin can find information about a FTK user or lab chemist user quickly.</i>

 **NOTE**

If the speed of internet connection is not up to the mark, a user might export data to CSV file. This file format doesn't contain the heavy formatting, and thus, transfer of data becomes faster. Though a user can always send data to an EXCEL file format, unless required.

46	XXXXXXXXXX	XXXXXXXXXX	Punjab	Kapurthala	Sultanpur Lodhi	Shahdullapur	Shahdullapur
47	XXXXXXXXXX	XXXXXXXXXX	Punjab	Hoshiarpur	Dasuya	Saunspur Patti	Badla
48	XXXXXXXXXX	XXXXXXXXXX	Punjab	Jalandhar	NAKODAR	BARA SIDHPUR	BARA SIDHPUR
49	XXXXXXXXXX	XXXXXXXXXX	Punjab	Jalandhar	Lohian	Sabuwal	Sabuwal
50	XXXXXXXXXX	XXXXXXXXXX	Punjab	Hoshiarpur	Garh Shankar	Garhi	Garhi


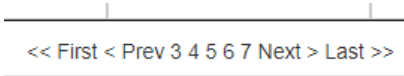
1 2 3 4 5 Next > Last >>


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Figure 149: Navigation between pages

14.2 Navigating between pages

Application also lets a user jump from one page of record to another – from the first page to the last page, etc.

Navigation	Description
	<p>Here the digits hold number to pages. Each page contains a given number of records (entries).</p> <p>'Next &gt;' button lets a user jump to the next page from any page. For example, from page number 5 to page number 6.</p> <p>'Last &gt;&gt;' button lets a user to go to the last page or towards the end of records/ entries.</p>
	<p>'&lt; Prev' button lets a user jump to the previous from any page. For example, from page number 6 to page number 5.</p> <p>'&lt;&lt; First' button lets a user to go to the first page or towards the beginning of records/ entries.</p>

 **NOTE**

The counting of digits is directly dependent on the availability of records/ entries. The more records, the more pages to visit – and the opposite is true, too.

Data published in a report (s) is latest by the last day of the current month.