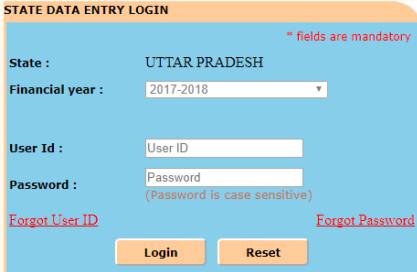


User Manual - How to login individual User-Id based login in NREGASoft

1. How to get User ID in NREGASoft using “Forgot User ID option”.

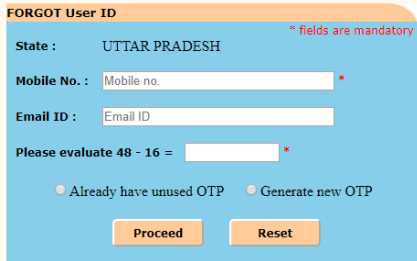
Prerequisites: Valid mobile number which User has provided at time of staff registration.

If User has forgotten their User ID by mistake, he can retrieve it using their mobile number. So to get it, go to their respective login screen. There is an option called “Forgot User ID” to get your User ID.



The screenshot shows the 'STATE DATA ENTRY LOGIN' interface. It features a blue header with 'Home' on the right. The main form area is light blue and contains the following elements: a 'State' dropdown menu set to 'UTTAR PRADESH', a 'Financial year' dropdown menu set to '2017-2018', a 'User Id' text input field, and a 'Password' text input field with a note '(Password is case sensitive)'. Below the password field are two links: 'Forgot User ID' and 'Forgot Password'. At the bottom of the form are two buttons: 'Login' and 'Reset'. A red asterisk and the text '* fields are mandatory' are located at the top right of the form area. The footer of the page contains the text 'Designed & Developed By NIC-DRD Informatics Centre, Krishi Bhawan, New Delhi' on the left and 'Feedback::mailto:nicdrd[at]nic[dot]in' on the right.

Click there, a new screen will open which will have State Label which will show State for which User belongs to, mobile number (mandatory), email ID(optional), a small mathematical puzzle to identify that User is not any ROBOT and at last OTP(One Time Password) option.



The screenshot shows the 'FORGOT User ID' interface. It features a blue header with 'Home' on the right. The main form area is light blue and contains the following elements: a 'State' dropdown menu set to 'UTTAR PRADESH', a 'Mobile No.' text input field with a red asterisk, an 'Email ID' text input field, and a mathematical puzzle 'Please evaluate 48 - 16 =' with a text input field and a red asterisk. Below the puzzle are two radio buttons: 'Already have unused OTP' and 'Generate new OTP'. At the bottom of the form are two buttons: 'Proceed' and 'Reset'. A red asterisk and the text '* fields are mandatory' are located at the top right of the form area. The footer of the page contains the text 'Designed & Developed By NIC-DRD Informatics Centre, Krishi Bhawan, New Delhi' on the left and 'Feedback::mailto:nicdrd[at]nic[dot]in' on the right.

Here User will give their mobile number and email ID (optional), and these both must match to our records. If any of the things doesn't match then User will be not able to get their User ID.

As User enters correct mobile number and email ID along puzzle answer then there are 2 options available for OTP like “Generate new OTP” and “Already have unused OTP”

If User,

-is making very first attempt to get his User ID, so click “Generate new OTP”. An OTP SMS will send to User.

Or

-has already generated the OTP earlier but got the SMS little late or hasn't used that received SMS it yet, then click “Already have unused OTP”. No new SMS will send, OTP SMS received earlier by this User will be used in this option. Like sometime User received the OTP message little later. So whenever User gets SMS, that time he can come to this NREGASoft again. And this time along all details, user can select “Already have unused OTP”. And User can use this OTP for once in 24 hr limit and if User uses this OTP once, then this OTP is no more to use again.

And now click "Proceed" button.

On its click, system will validate the details given by the User and if all details are correct; new screen will come for User to enter this OTP:

Or if any of the details is wrong, message will come for that wrong thing.

FORGOT PASSWORD

* fields are mandatory

State : UTTAR PRADESH

User Id : User ID *

Mobile No. : Mobile no. *

Email ID : Email ID

Please solve this 23 + 61 = *

Already have unused OTP Generate new OTP

Proceed Reset

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Here User will enter the OTP received on his mobile, and will click "Confirm Button". Then OTP will be checked by system whether it is correct or not?

If it is incorrect then alert message will for wrong details.

FORGOT User ID

Please enter OTP, you have received on your registered mobile

OTP on Mobile : OTP *

Confirm Reset

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And if entered OTP is correct, then a message dialog box will appear which will show the User ID for this particular user.

localhost:17972 says:

User ID is: 6765112158. Do not share it with anyone.

OK Cancel

Please enter OTP, you have received on your registered mobile

OTP on Mobile : 150150 *

Confirm Reset

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Please note/keep this User ID, for login in NREGASoft.

2. How to reset Password using “Forgot Password”.

Prerequisites: To reset the password, the User must have to know their User ID and valid mobile number which they have provided at time of staff registration.

If User has forgotten their Password, now they can reset the password using their User ID and mobile number.

So to reset new Password, go to their respective login. There is an option called “Forgot Password” is available to reset new password. Please click there on the link.

A new screen will come with details like state, User ID, Mobile number, Email ID(optional) and a small mathematical puzzle to identify that User is not any ROBOT and at last OTP(One Time Password) option.

FORGOT PASSWORD * fields are mandatory

State : DemoStateCHANDIGARH

User Id : User ID *

Mobile No. : Mobile no. *

Email ID : Email ID

Please solve $96 * 9 =$ *

Already have unused OTP Generate new OTP

Proceed Reset

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Here User will give his User ID, mobile number, Email ID (optional), puzzle answer with any 1 option for OTP.

If User,

-is making very first attempt to get his User ID, so click “Generate new OTP”. An OTP SMS will send to User.

Or

-has already generated the OTP earlier but hasn't used it yet, then click “Already have unused OTP”. No SMS will send but the OTP SMS received earlier by this User will be used in this option. Like sometime User received the OTP message little later. So as User gets SMS that time he can come to this NREGASoft again. And this time along all details, user can select “Already have unused OTP”. And User can use this OTP for once in 24 hr limit and if User uses this OTP once, then this OTP is no more to use again

On click of Proceed button, all details entered by User will be checked by system and if any of the detail is wrong, then system will give alert for the wrong detail.

OR

All the details get match, a new screen will come.

FORGOT PASSWORD

Please enter OTP, you have received on your registered mobile

OTP on Mobile :

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Here user will enter the OTP and will click Confirm button. If OTP gets match with our records, then new screen will come to set new password. Here User has to enter new password at two places like at New password and confirm password textboxes, and this new password must follow the password policy like it must have (at least one special character, at least two digits, at least one capital letter, at least one small letter and at least 8 characters in length (Example: Testing@123)). And then click Submit button.

FORGOT PASSWORD

Password Policy: Enter at least one special character, at least two digits, at least one capital letter, at least one small letter and at least 8 characters in length (Example: Testing@123)

New Password :

Confirm Password :
(Password is case sensitive)

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System will check the password as per policy and password in both text boxes is same or not. If all checks are ok, then an alert will come with message of "Password Changes Successfully".

localhost:17972 says:

Password Changed Successfully.

FORGOT PASSWORD

Password Policy: Enter at least one special character, at least two digits, at least one capital letter, at least one small letter and at least 8 characters in length (Example: Testing@123)

New Password :

Confirm Password :
(Password is case sensitive)

Now User can login in NREGASoft with this newly set password.