Sample Registration - New Cycle Entry

1. After login, click on Sample Registration - > ‘Registered Samples’ link as shown below -

![Figure-1](image1.png)

2. After clicking on ‘Registered Samples’ link, the screen will be displayed as given below -

![Figure-2](image2.png)
3. Search the sample from old cycle and click on ‘New Cycle’ link as shown in Figure - 2, Screen will be displayed as shown below in Figure-3. Alert will be displayed as “Are you sure to add all farmers of this sample for new cycle” asking your confirmation regarding it.

4. Press ‘ok’ to add all the farmers of the existing sample to sample of new cycle.

5. After clicking ‘OK’, the screen will be displayed as shown in Figure-4
6. Select ‘Date of Soil Sampling’ for new cycle and click on ‘Generate New Cycle Sample No.’. New sample will be generated with new sample no. for new cycle as shown below in Figure – 5 with the same details as entered in sample from old cycle.