

#### Government of India

Ministry of Agriculture and Farmers Welfare Department of Agriculture and Farmers Welfare





# School Soil Health Program Admin Panel User Guide

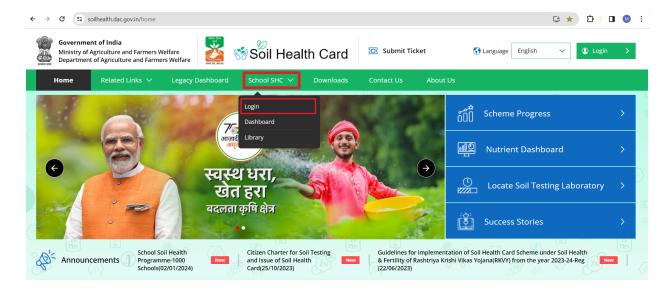
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## **SCHOOL REGISTRATION**

- To register the school, visit to the Soil Health Card website <a href="https://soilhealth.dac.gov.in/home">https://soilhealth.dac.gov.in/home</a>
- Click on School SHC option
- Click on Login



• In the Sign in page, Click on School Registration option

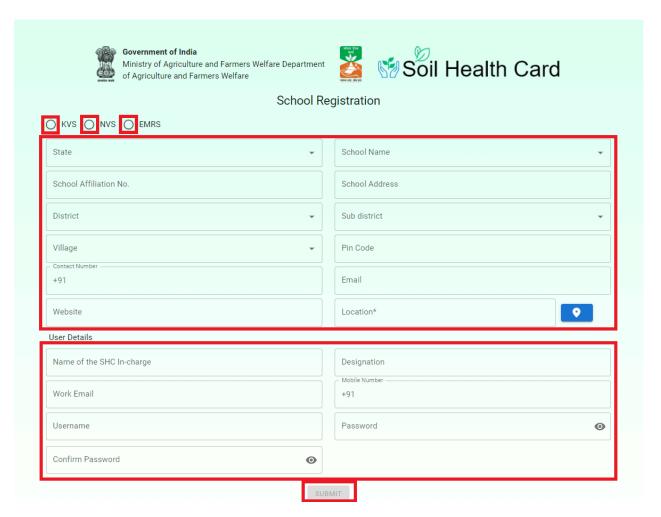






#### In the School Registration page:

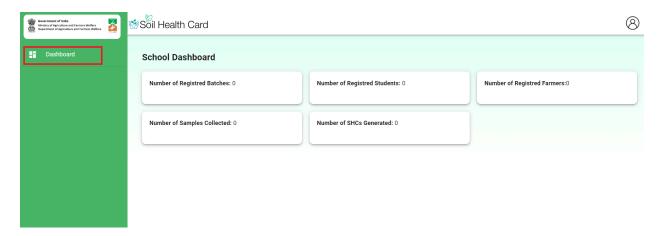
- Choose the School Type
- Select the school name from the dropdown and fill in the school details (Village selection is optional)
- Fill the user details (School Representative)
- Click on the Submit button
- Once the registration form is submitted, request will be sent to the Central User for the approval







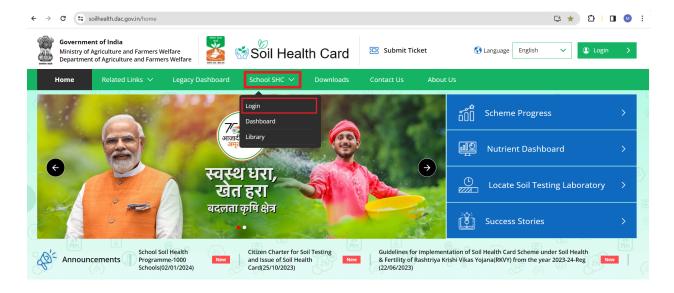
**Note:** Until the School user gets approved, School User ID will not be able to perform any operations. Only the dashboard option will be available.





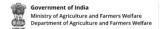
# **LOGIN**

 In the Soil Health card Website, Click on the SCHOOL SHC option and Click on the Login option.



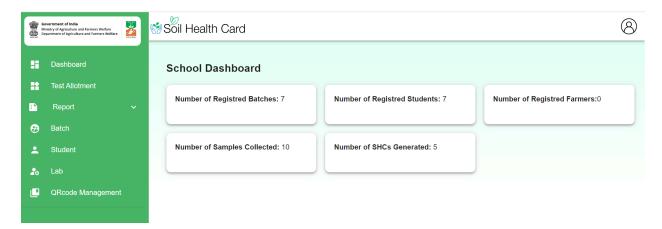
- Select the user type
- Fill in your username and password
- Tick the Captcha option
- Click on the SIGN IN button





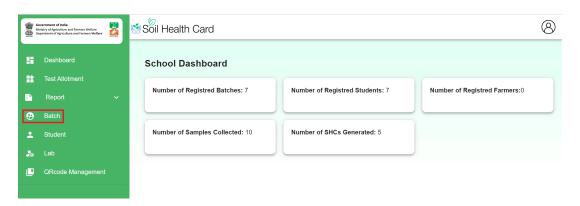


# **SCHOOL USER**

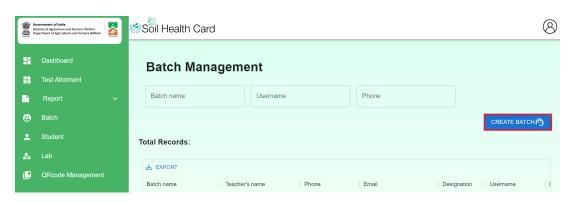


#### **BATCH**

• Click on the BATCH option.

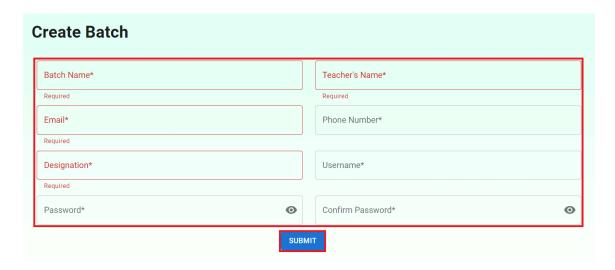


• To create a new Batch, Click on the CREATE BATCH button.





- Fill in all the details in the CREATE BATCH page (Batch Name, Batch Incharge Name, Email, phone no., designation, username and password)
- Click on the Submit button.

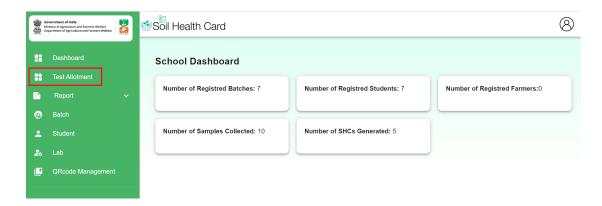


• Created batches will be displayed in the Batch section for the reference. School users will have the option under the action column to edit the batch details except username and password.

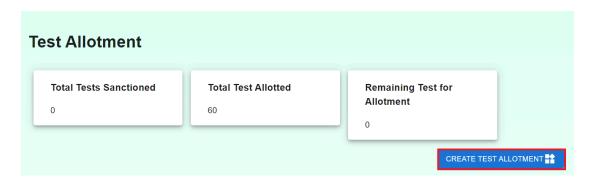
#### **TEST ALLOTMENT**

Target has to be allotted to each batch by the School User for the sample collection.

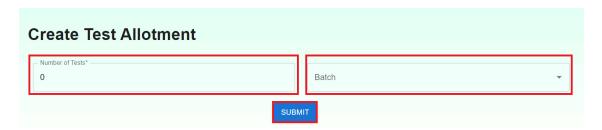
Click on TEST ALLOTMENT.



To create a new allotment, Click on the CREATE TEST ALLOTMENT button.



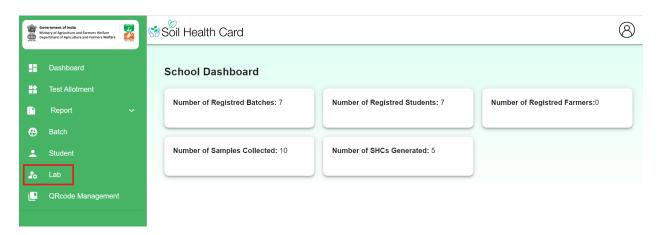
- Enter the number of tests to be allotted and select the batch from the list.
- Click on the SUBMIT button to assign the allotment.



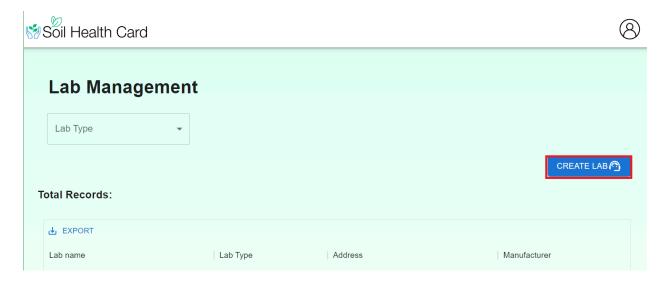
• Allotted targets to the batches will be displayed in the test allotment page.

#### **LAB REGISTRATION**

• Click on the LAB option

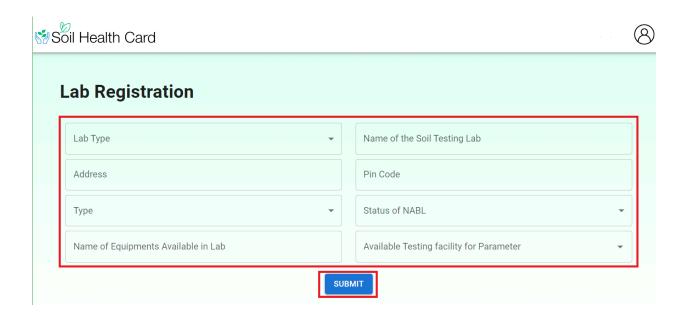


• To register a new Lab, Click on the CREATE LAB button.



- Fill in all the details (Lab type, Address, etc.)
- Click on the SUBMIT button.





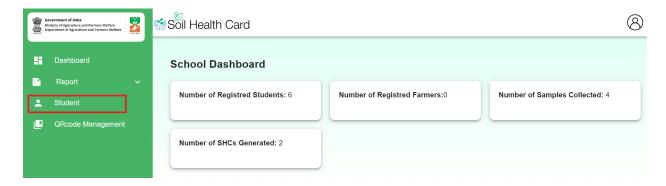
**Note:** If the lab is not registered, school and batch users cannot login to the mobile application for the sample collection.

## **BATCH USER**

• Login with a batch user credentials.

#### **STUDENT REGISTRATION**

- To register the students in the batch
- Click on the STUDENT option



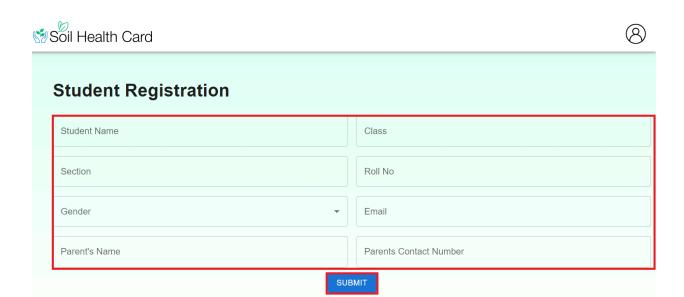
• Click on the ADD STUDENT button.



- In the Student registration page, Fill the requested details (Student Name, Class, Section, etc.)
- Click on the Submit button.



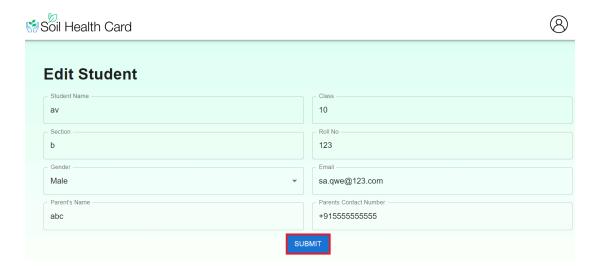




• To edit the student details, Click on the EDIT button in front of the selected student.



• Once the required information is edited, Click on the SUBMIT button.



## **REPORTS**

Reports are available for both School and Batch users.

School users can only view the Reports, Batch users can enter the results, edit, delete and print the Soil health cards.

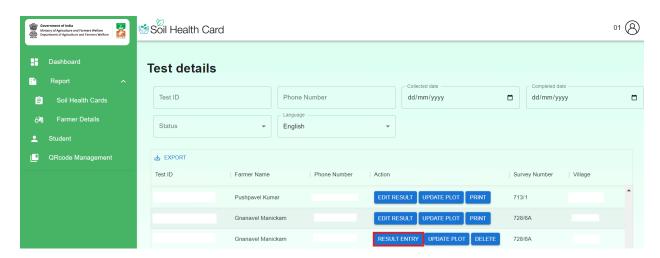
There are 2 options available in the Reports:

- 1. Soil Health Cards
- 2. FarmerDetails

#### **SOIL HEALTH CARDS**

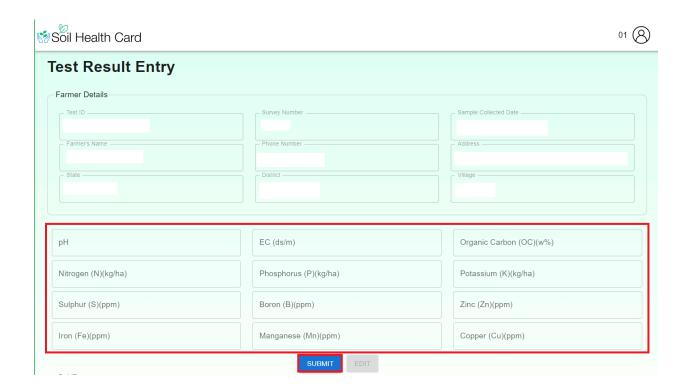
In this option, All the samples collected through the SHC mobile app by the user will be displayed.

• To Enter the result of a given sample, Click on the Result Entry option

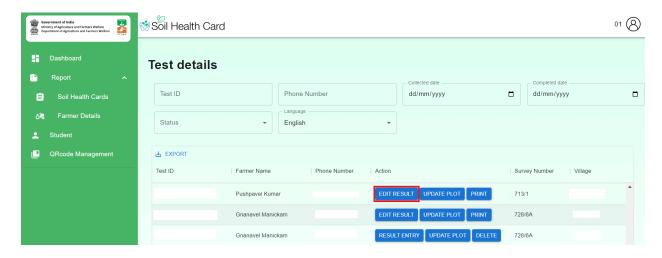


• Enter all the values of the tested sample and click on the Submit button

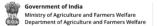




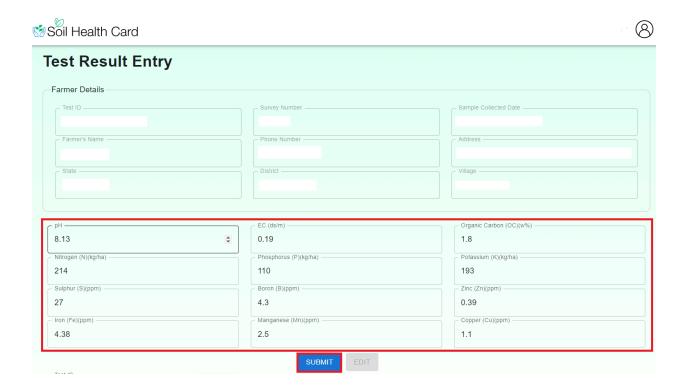
• To Edit the results of the sample, Click on the Edit Result button



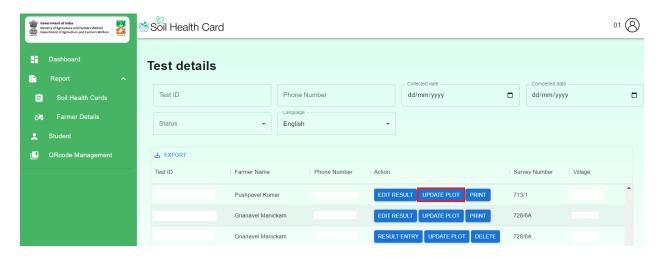
Replace the required values and click on the Submit button





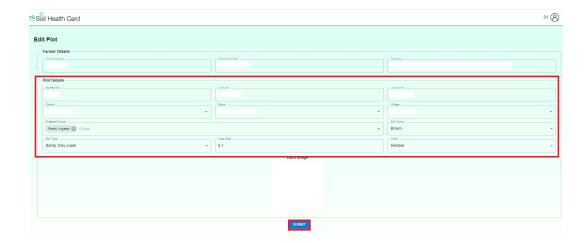


• To make any changes in the Plot details, Click on the Update Plot button

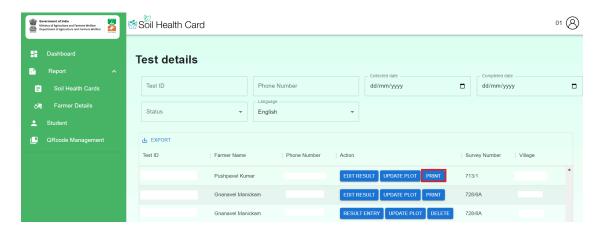


• Make the necessary changes and Click on the Submit button

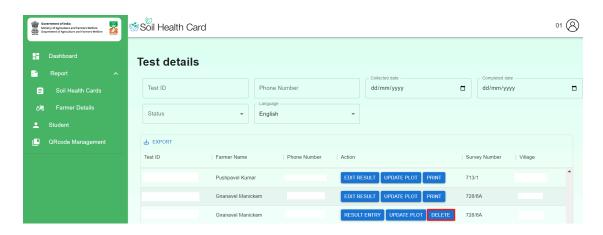




To Print the Soil Health Cards, Click on the Print button and save as pdf.



 The collected samples can be deleted if it is registered in wrong, until the results are entered.





#### **FARMER DETAILS**

• To view the details of the registered farmers, Click on the Farmer Details button. The lists of all the farmers will be displayed on this page.

