



MAP_IT

Madhya Pradesh Agency For Promotion Of Information Technology



STATE ADMIN MANUAL
SATAT
for
Govt. of Madhya Pradesh



Madhya Pradesh Agency for Promotion of Information and Technology (MAP_IT)
State IT Center, 47-A, Arera Hills, Bhopal, M.P. – 462011, Phone: +91-755-2518300, Fax: +91-755-
2579824

URL: www.mapit.gov.in, Email: info@mapit.gov.in

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1. State Admin manual:

1.1 Home screen

First window will open with login tab, ADMIN shall click on login tab & move on next screen
SSO login

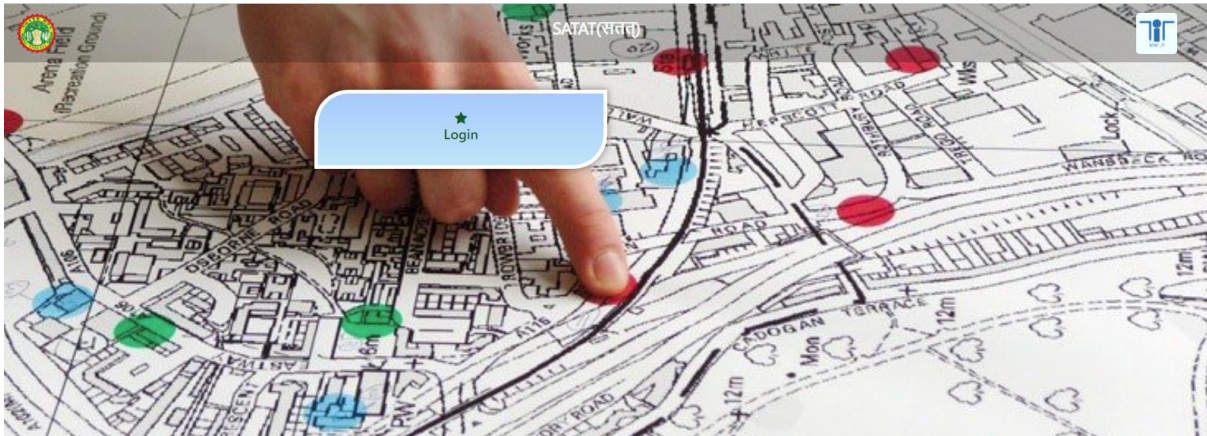


Figure 1 – Home screen

1.2 SSO Login

Admin shall perform login:

- Enter email id
- Enter password
- Click on submit button

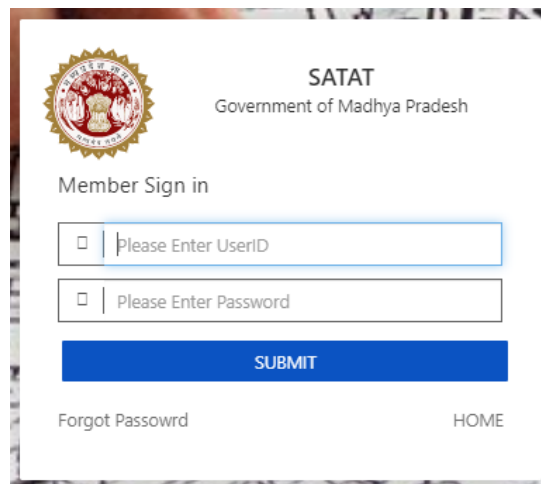

 A screenshot of the 'Member Sign in' window. At the top left is the Government of Madhya Pradesh emblem. To its right, the text reads 'SATAT Government of Madhya Pradesh'. Below this, the heading 'Member Sign in' is followed by two input fields: 'Please Enter UserID' and 'Please Enter Password'. A blue 'SUBMIT' button is positioned below the fields. At the bottom, there are links for 'Forgot Passowrd' and 'HOME'.

Figure 2 – Login window

Once login complete admin is able to assign role to their employee.

1.3 Create users profile & assign roles

On left panel: admin shall click on user create button & form will open with basic fields:

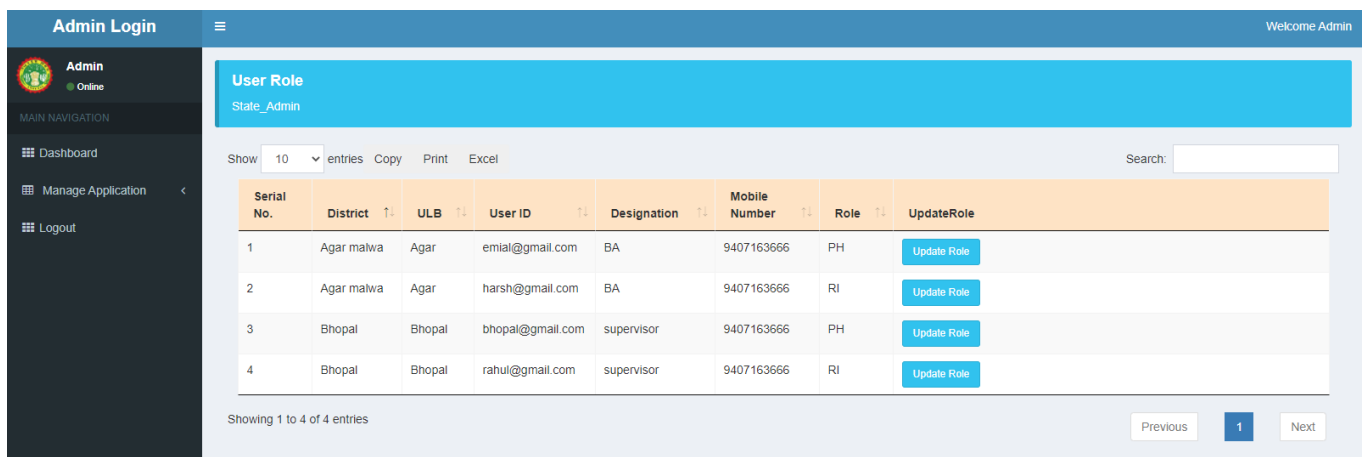
- Select district from dropdown
- Select ULB from dropdown
- Select role from dropdown
- Enter designation of user
- Enter user name
- Enter mobile number
- Enter email address

Admin shall fill all basic details in form and

- Click on submit button

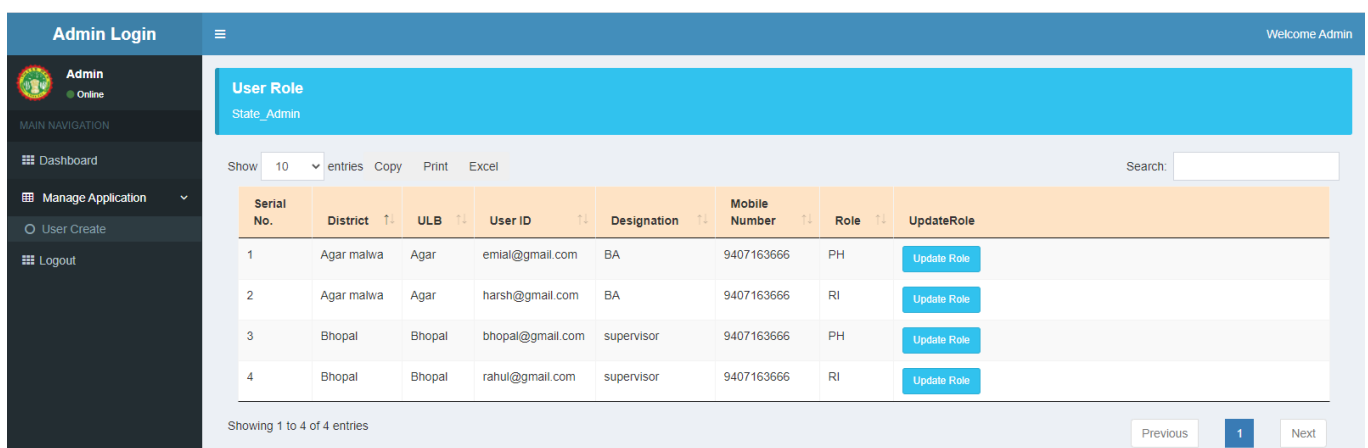
Once user's created successfully :

- Can copy user details
- Can print created users
- Can download users data in excel.



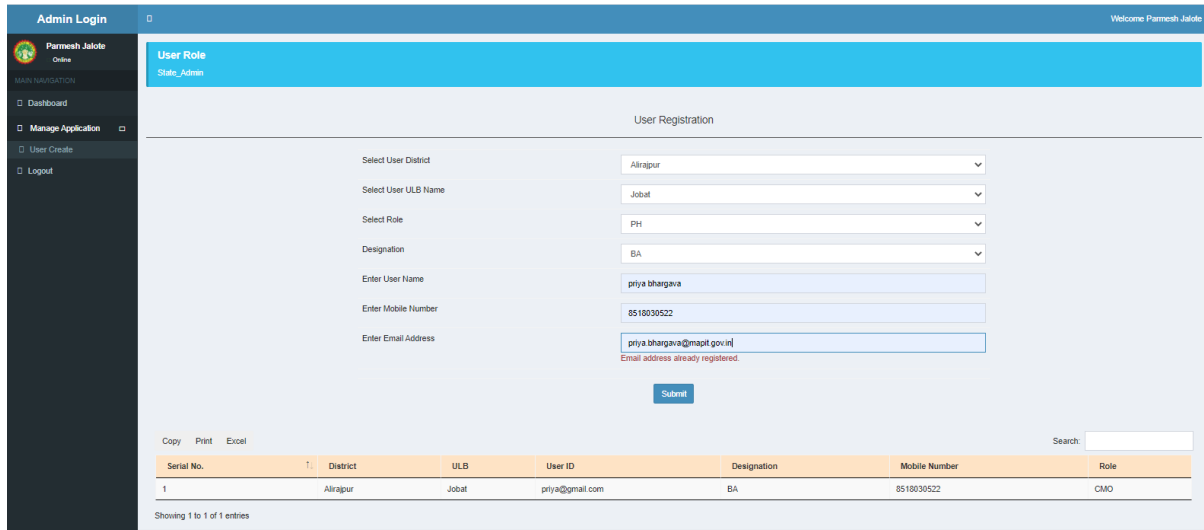
The screenshot shows the 'Admin Login' dashboard with a sidebar navigation menu. The main content area displays the 'User Role' management interface for 'State_Admin'. It includes a table with columns for Serial No., District, ULB, User ID, Designation, Mobile Number, Role, and UpdateRole. The table contains 4 entries. Below the table, there are pagination controls showing 'Showing 1 to 4 of 4 entries' and buttons for 'Previous', '1', and 'Next'.

Serial No.	District	ULB	User ID	Designation	Mobile Number	Role	UpdateRole
1	Agar malwa	Agar	emial@gmail.com	BA	9407163666	PH	Update Role
2	Agar malwa	Agar	harsh@gmail.com	BA	9407163666	RI	Update Role
3	Bhopal	Bhopal	bhopal@gmail.com	supervisor	9407163666	PH	Update Role
4	Bhopal	Bhopal	rahul@gmail.com	supervisor	9407163666	RI	Update Role



This screenshot is identical to the one above, showing the 'Admin Login' dashboard with the 'User Role' management interface. It displays a table with 4 entries and pagination controls.

Serial No.	District	ULB	User ID	Designation	Mobile Number	Role	UpdateRole
1	Agar malwa	Agar	emial@gmail.com	BA	9407163666	PH	Update Role
2	Agar malwa	Agar	harsh@gmail.com	BA	9407163666	RI	Update Role
3	Bhopal	Bhopal	bhopal@gmail.com	supervisor	9407163666	PH	Update Role
4	Bhopal	Bhopal	rahul@gmail.com	supervisor	9407163666	RI	Update Role



User Registration

Select User District: Alirajpur
 Select User ULB Name: Jobat
 Select Role: PH
 Designation: BA
 Enter User Name: priya bhargava
 Enter Mobile Number: 8518030522
 Enter Email Address: priya.bhargava@mapit.gov.in
Email address already registered.

[Submit](#)

Copy Print Excel Search:

Serial No.	District	ULB	User ID	Designation	Mobile Number	Role
1	Alirajpur	Jobat	priya@gmail.com	BA	8518030522	CMO

Showing 1 to 1 of 1 entries

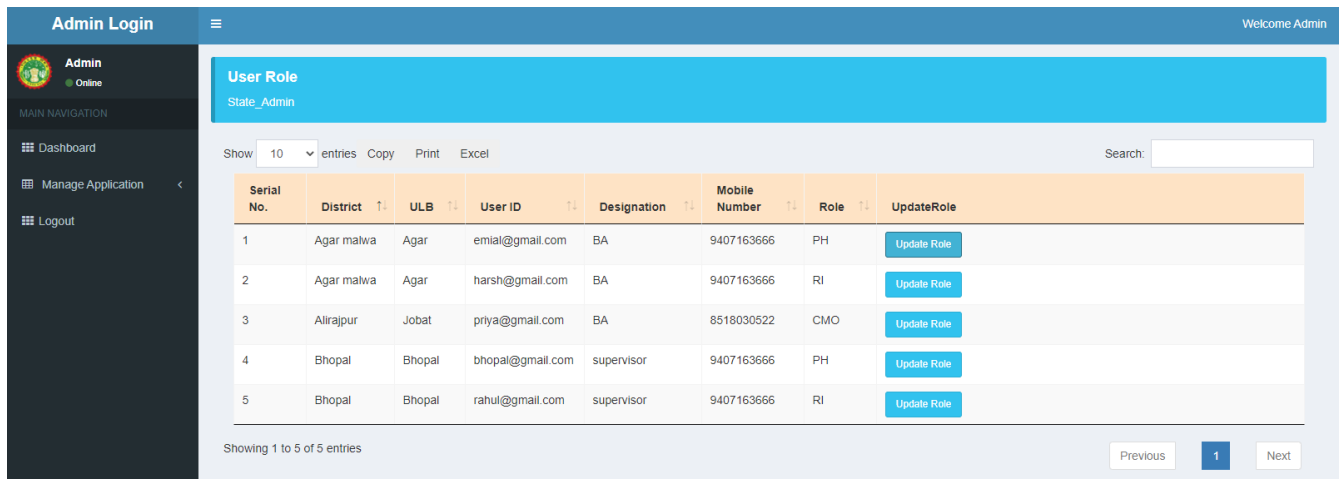
Figure 3– User creation with profile selection

1.4 Update user role

Admin shall update the user role :

- Shall click on update role button
- Popup : Select user role from dropdown
- Click on update

Role updated successfully.



Admin Login | Welcome Admin

User Role
State_Admin

Show: 10 entries Copy Print Excel Search:

Serial No.	District	ULB	User ID	Designation	Mobile Number	Role	UpdateRole
1	Agar malwa	Agar	emial@gmail.com	BA	9407163666	PH	Update Role
2	Agar malwa	Agar	harsh@gmail.com	BA	9407163666	RI	Update Role
3	Alirajpur	Jobat	priya@gmail.com	BA	8518030522	CMO	Update Role
4	Bhopal	Bhopal	bhopal@gmail.com	supervisor	9407163666	PH	Update Role
5	Bhopal	Bhopal	rahul@gmail.com	supervisor	9407163666	RI	Update Role

Showing 1 to 5 of 5 entries

Previous **1** Next

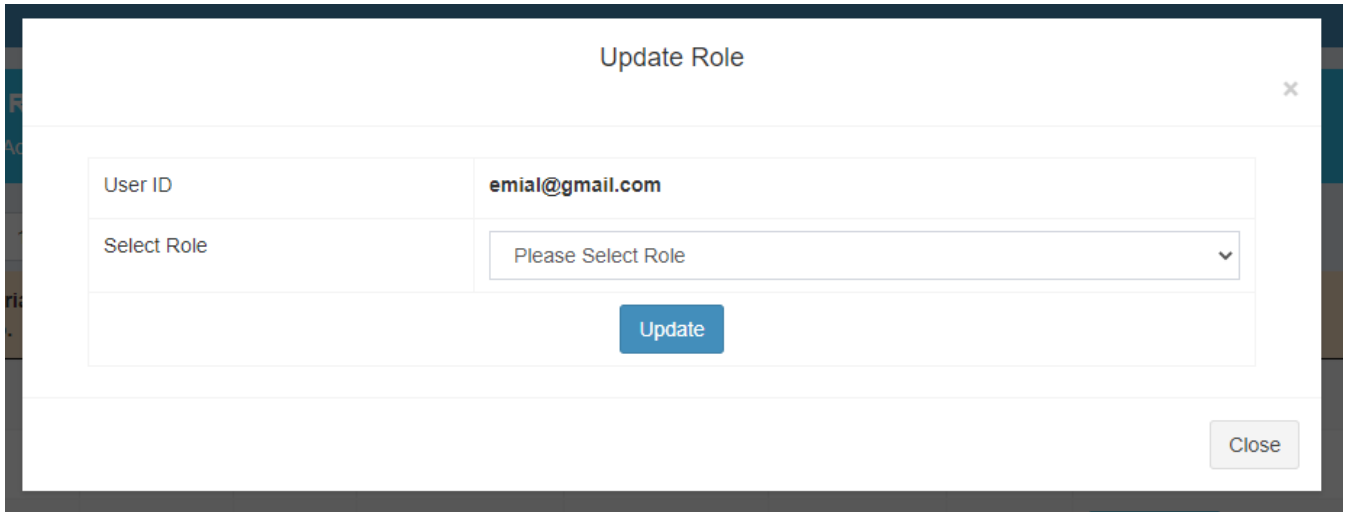


Figure 4– Update role window

1.5 Forgot password

Admin can change their password :

- Shall click on forgot button
- Enter their email address
- Enter mobile number
- Enter password
- Enter confirm password
- Click on submit.

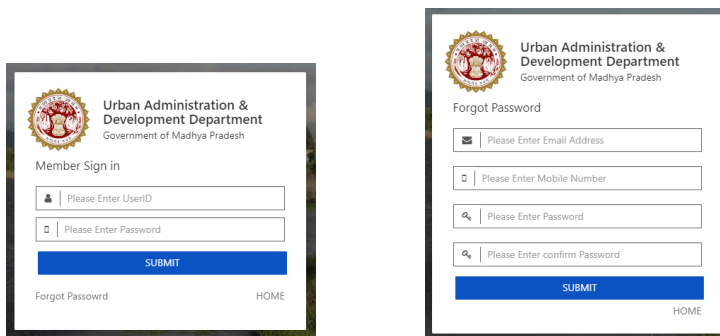


Figure 5 – Forgot password

1.6 Sign out

Admin can sign out the application : Visible at right side of window, admin can click on welcome admin button first then click on sign out.

Admin Login
Welcome Admin

Admin
Online

MAIN NAVIGATION

- Dashboard
- Manage Application
- Logout

User Role


State_Admin

Show entries [Copy](#) [Print](#) [Excel](#)

Serial No.	District	ULB	User ID	Designation	Mobile Number	Role	UpdateRole
1	Agar malwa	Agar	emial@gmail.com	BA	9407163666	PH	Update Role
2	Agar malwa	Agar	harsh@gmail.com	BA	9407163666	RI	Update Role
3	Allirajpur	Jobat	priya@gmail.com	BA	8518030522	CMO	Update Role
4	Bhopal	Bhopal	bhopal@gmail.com	supervisor	9407163666	PH	Update Role
5	Bhopal	Bhopal	rahul@gmail.com	supervisor	9407163666	RI	Update Role

Showing 1 to 5 of 5 entries

[Previous](#)
1
[Next](#)



Welcome
Admin

[Sign out](#)

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Figure 6- Sign out