

# KARMAYOGI PORTAL USER MANUAL

User Manual Document Version: 1.1

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#### Overview

This document describes the features available on the iGOT Karmayogi platform. The iGOT Karmayogi platform is accessible by the users authorized by the Department of Personnel and Training (DoPT) for the NIC environment. The different types of users on the platform are – Member/Officer/Officials

#### Link

Karmayogi user portal link stage: <u>https://igot-stage.in/</u>

#### **Self registration**

This provides a basis to personalize the user experience, enabling easier discovery of more relevant content - enabling increased user engagement on the platform. The below image depicts the process flow of self registration and guided onboarding.

Landing page	> Registration	──► Guided user onboarding	Learner experience
New user arrives at the landing page Clicks "Register"	New user submits registration details Activation link is sent on email to the user User activates by clicking on the link Sets their password to finish activation	User signs in User is prompted to select their interests Enters: Roles and Activities Selects/Adds: Topics Selects: Current competencies Selects: Desired competencies Goes through platform walkthrough video	Enjoys personalized learner experience

Users can self register to karmayogi portal by following the below steps 1. Launch the karmayogi portal URL and Click on "Register" button

र्थ्य क्रांचना भारत इ.स.			Sign In Register	
Learn. Netword your career. Main skills to rocket your career growth. Cor to learn and discover new opportunities in the Register	nect with civil servants and experts	Creating &	And the second s	
Learn and netwo	ork with civil servants an	nd subject matter expe	erts across India	
221	ille (	g		
20	100+	600+	100+	
Million Indian civil servants	Ministries, Departments & Organizations	Competencies	Courses	

2. Fill all mandatory fields - First name, Last name, Position, email id, MDO and check the self declaration

	← Register
	First name *
बार्मिक एवं प्रविधन विभाग DEPARTMENT OF PERSONNEL & TRAINING	Enter your first name.
and the second sec	Surname *
	Enter your surname
Parent	Position *
Imaginative B Innocative	Select your position
	Email *
SERVANIS	Enter your email id
Creative Energetic 6	Only government email ids are allowed
Transparent & Trech-renibled	Center/State -
Techenabled	Ministry *
	Select your ministry
	Department
	Select your department
	Organisation
	Select your organisation
	I confirm that the above provided information is     accurate.
	SIGN UP
	Already have an account? Sign in here

# 3. Click on "SIGN UP"

	← Register
জানিক হব মিগ্ৰল বিখন DEPARTMENT OF PERSONNEL & TRAINING	First name *
venue -	sanjerv
	Last name "
Prateires	sago
Imaginative Protessional Thank you for registering!	Position *
Progressive Please check your registered email to activate your account.	Director Vigilance
Creative & Cryster & Cryst	Email *
Constructive Energients & Energients &	sanjeev221@yopmail.com
	Only government email ids are allowed
Transparent & Tech-enabled	Department *
	Ministry of Education Department of School E
	I confirm that the above provided information are accurate.
	SIGN UP

## Login

Once the iGOT user account gets created, they will receive an email to set the password.

Follow steps to set the password

1. Check the registered email and click on "here" to set the password

Namaste sidharth ji!

Congratulations for taking the first leap towards your transformational journey!

You are a Karmayogi and now you are registered as a learner on India's first competency based Online Learning Platform for public civil servants. You will be delighted to know what all you can achieve through iGOT Karmayogi platform. To take a quick tour, activate your account now by clicking **here**.

You can use the platform to:

- · Identify the competencies specifically required for your role
- · Determine the insights on your competency gaps
- · Access the learning material personalized for your competency development
- · Discover and connect with government officials
- · Collaborate and learn from peers through discussions

Wish you a great learning experience!

iGOT Team

2. Enter the password and click on "Set password" button

معطيلة المعرفة الم معرفة المعرفة ا معرفة المعرفة المعرفة المعرفة المعرفة المعرفة المعرفة المعرفة المعرفة المع	
You need to set your password.	
Confirm Password	
Set Password	

Once the password is set, users will be redirected to the landing page and using the new password they can login to the portal.

After login to the Karmayogi user portal and clicking on the profile image on top right, users can see the link and access the various portals like the SPV portal, MDO portal, CBP portal and the FRAC dictionary based on their roles..



The access to the FRAC tool is only permitted to the users having FRAC related roles like:

- 1. FRAC admin (who will have access to create editor in future)
- 2. Volunteers/ paid professionals having access to creating competencies
- 3. IFU (Independent FRACing Unit) from each MDOs

4. FRAC review board including Scrubber, Technical check and Review & Accept board.

Overview of the FRAC tool is <u>here</u>.

## **KARMAYOGI PORTAL**

Learners can access the Karmayogi portal to consume learning content, discuss ideas ,connect with other users across MDOs, see the latest job opportunities and add competencies for . Karmayogi is a capacity building platform for government officials.

All user roles like the SPV admin, MDO admin, Content Creator, Reviewer, Publisher, Officer and FRAC tool users can access the Karmayogi portal.

#### Home

Users log in to the Karmayogi portal and land on the below screen where they can experience the guided onboarding process.

1. Login using valid credentials and click on "Let's Go"

1. Welcome to the Por	rtal	Skip, I will do this later
1. Welcome 2. Role & Activities 3. Topics 4. Current competencies 5. Desired competencies 6. Platform waikthrough	Uccoment on COCD         Understand standard product and standard standa	
	Your selections are automatically saved.	Nort-2, Role & Activities

2. Enter the role and activities , and click on "Add"  $% \left( A_{1}^{2}\right) =0$ 

2. Enter all your roles and activities to complete your profile  4. Weicome  4. Refe & Activities  3. Tapic  4. Current competencies  5. Desired competencies  4. Platform walkthrough  4. drivel*  5. takeholder management  5. Type the role role*  6. What is a role*  6. What is a role*  6. What is a role*  6. Type the role role*  7. Type the activity and press enter  7. Type the activity and press enter	antipet year		
2. Role & Activities       For free to enter details in your own work, to the best of your understanding. This information will help us tailor a more personalized experience and additioner relevant content on the platform.         3. Topica	2. Enter all your roles a	nd activities to complete your profile	
2. Role & Activities   3. Topics   4. Current competencies   5. Desired competencies   6. Platform walktbrough     Add cole*     Type the role name   Add activities you perform as part of this role.*   Colluborative documents into a folder:			
add more relevant content on the platform.  3. Topics  4. Current competencies  5. Desired competencies  6. Platform walktbrough  Add role*  Cutaborship as part of this role.  Add activities you perform as part of this role.  Add activities you p	1. Welcome	Please list down your roles & activities as part of your position	
Ad role     Type the role name     Ad activities you perform as part of this role.     O     What is an activity     Collaborative documents into a folders	2. Role & Activities		
5. Desired competencies <ul> <li>Addrate*</li></ul>	3. Topics		
5. Desired competencies 6. Platform walkthrough Add activities you perform as part of this role. Add activities you perform as part of this role. Colluborative documents into a folders	4. Current competencies	Addrole* (i) What is a role?	
Add activities you perform as part of this role.      Add activities you perform as part of this role.      Collaborative documents into a folders	5. Desired competencies		
Add activities you perform as part of this role."  Collaborative documents into a folders	6. Platform walkthrough		
collaborative documents into a folders		Type the role name	
		Add activities you perform as part of this role."	
Type the activity and press enter		collaborative documents into a folders	
		Type the activity and press enter	
Start adding the activities. Type the activities and click on Enter' to add		Start adding the activities. Type the activities and click on 'Enter' to add	
Add		Add	
Previous: L.Welcome Your selections are automatic	Previous: 1. Welcome	Your	selections are automatically saved.

3. To edit or delete the added role & activity, click on "edit" or "delete" icon

1. Welcome	Please list down your roles & activities as part of your position	
2. Role & Activities	Feel free to enter details in your own words, to the best of your understanding. This information will h add more relevant content on the platform.	elp us tailor a more personalized experience and
3. Topics		
4. Current competencies 5. Desired competencies	Add role*	(i) What is a role?
6. Platform walktbrough	Type the role name	
		Type the role name
	Add activities you perform as part of this role." Type the activity and press enter	What is an activity?
	Start adding the activities.	Type the activites and click on 'Enter' to add
	Add	
	Stakeholder management	🎤 Edit 🧃 Delete
	collaborative documents into a folders	
Previous: 1. Welcome	Your selections are automatically saved.	

# 4. Select the topic of interest

3. Choose the topic	s of your interest
1. Welcome 2. Role & Activities 3. Topics 4. Current competencies 5. Desired competencies 6. Platform walkthrough	Image: Comparison of Communication Technology         Networking & Communication       Extabase Management System -MS Acess       Word Processing (MS-Word)       Applications         Networking & Communication       Extabase Management System -MS Acess       Word Processing (MS-Word)       Applications         Presentation (MS-powerpoint)       Sereadubert (MS-Excel)       Ext AMORE TOPICS         Economics       Economics       Introduction to Economics         Statis of National Income Accounting       SEE 9 MORE TOPICS         History       Actient History       Modern History         Actient History       Modern History       Part-Independence History         Information & Communication Technology and Digital Covernance       Computer Fundamentalis       Standations Office Applications

# 5. To add a new topic click on "Add topic" and provide the details

And the second s	Ť.
3. Choose the topics	of your interest
1. Vélcome 2. Role & Activités <b>3. Topics</b> 4. Current competencies 5. Desired competencies 6. Platform walkthrough	Added by you         Image: Covernance & Information & Communication Technology         E-Governance & Information & Communication Technology         Wetworking & Communication         Database Management System -MS Acces         Word Processing (MS-Word)         Applications         Presentation (MS powerpoint)         Spreadbheet (MS-Excel)         EConomics         Growth Economics         Toroth Economics         Information Accounting         SEE 9 MORE TOPICS
	History Ancient History Medieval History Modern History Post Independence History World History
Previous: 2. Role & Activities	Your selections are automatically saved. Next: 4. Current competencies

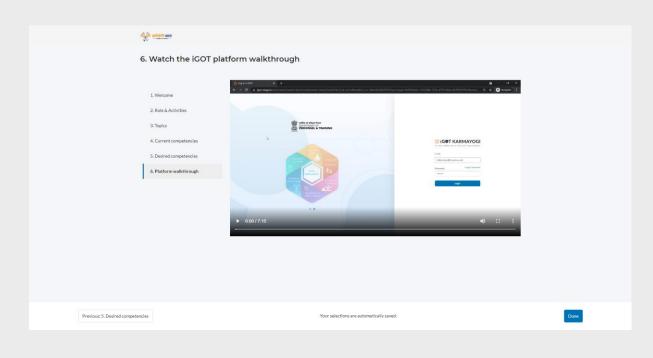
6. Select the current competency with level of proficiency

A satisfi urra	
99 	skip. I will do this later
1. Welcome 2. Role & Activities 3. Topics 4. Current competencies 5. Desired competencies 6. Platform waikthrough	Select competencies you're skilled within     C et as uselect the competency and level that you feel match you carrent skills. This does not need to be exact. This information helps us gheve as     C escrich here     Budget Analysis   Budget An
Previous: 3. Topics	Your selections are automatically saved. Next 5, Desired competencies

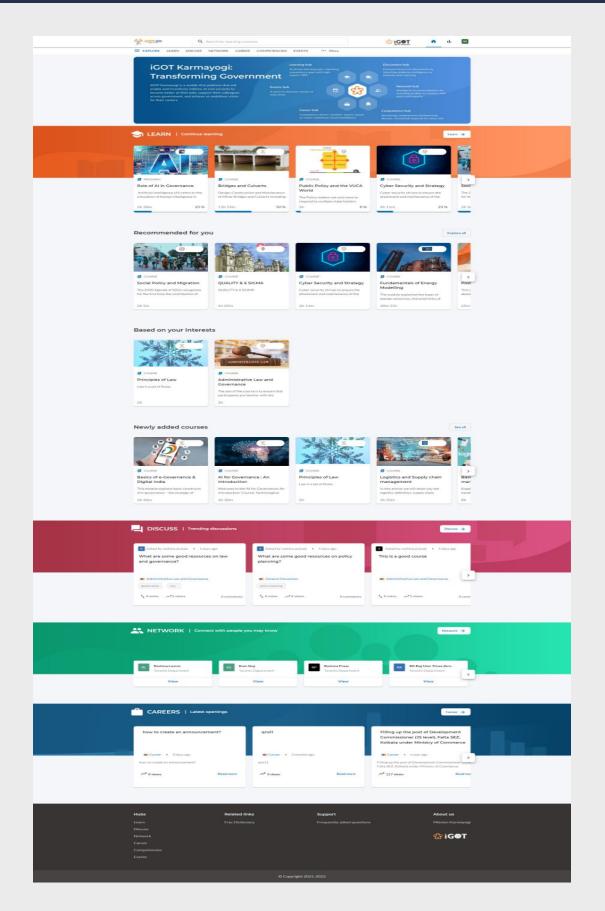
7. Select the desired competency with level of proficiency

5. Choose the com	petencies you desire to possess	Skip, I will do this later
1. Welcome 2. Role & Activities	Select competencies you want to possess Feel free to select competencies that you feel will help you improve and deliver better at your Information helps us give you a more personalized experience and provide even more relevan	
3. Topics 4. Current competencies	Q Search here	
5. Desired competencies 6. Platform walkthrough	Project Quality Management Understand and apply the three processes planning, assurance, and control) in monite continuous improvements.	of project quality management (quality ring project metrics against goals, to ensure
	Project Resource Planning         Develop and assess project resource plans to Select level           Level 1         0         Level 2         0         Level 3         0         Level 5	
	Project Scoping Develop project scope statements that include key activiti ensure the project is accomplished in a timely manner.	es, resource, timelines, and deliverables, to

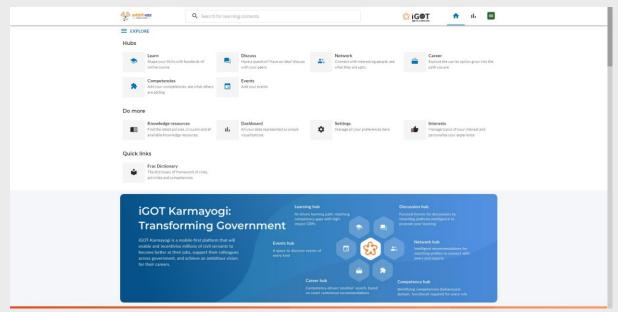
8. View the platform walkthrough and click on "Done"



User will land on the below home page on click of done



Hubs



Currently, the Karmayogi portal supports 6 hubs:

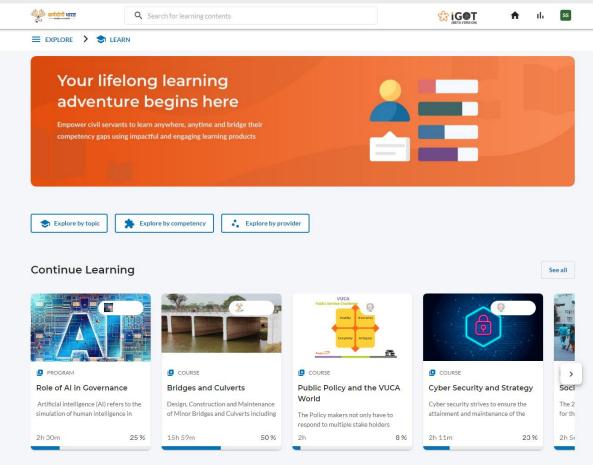
- 1. Learn Hub
- 2. Discuss Hub
- 3. Network Hub
- 4. Career Hub
- 5. Competencies Hub
- 6. Events Hub

**Learn Hub** 

The *platform* offers a variety of content to learners under Learn hub.

*Learner* views the content offered by multiple content providers. They can consume the available content on the platform.

User lands on the below screen after clicking on 'Hubs ->Learn hub' or the "Learn" button under the learn section in the home page.



#### **Content Consumption**

User clicks on any content under the "Learn hub" to land on the below screen.

Q Search for learning contents	😒 i GOT 🕈 ili 💷
≡ EXPLORE > 🔄 LEARN > Details	
Indian Railways - Signalling (Hindi Signalling in Indian Railways 이 중순수소 (1)	Erroll At a glance O to 15m
OVERVIEW CONTENT DISCUSSION LEARNERS	I Module 7 PDFs co 5 Interactive Contents E 4 Assessments
A detailed view of Signalling in Indian Railways is learnt.	₩ 4 Assessments
Description A detailed view of Signalling in Indian Railways is learnt and knowledge is checked at end of each sub topic	
Authors and curators	Cost Free Learning mode
R Ragul Puhaezhendi R Author Curator	Self Paced Last updated on on Oct 5, 2021
Competencies	
Competency	Туре
Pall Operations Enhancement Management	Domain

User clicks on the "Enroll" button and then "Start" button to start consuming the course.

≡ EXPLORE > 📚 LEARN > Details		
Indian Railways - Signalling (Hindi) Sgualling in Indian Railways の全な会会(の)		Start At a glance O th15m I 1Module
OVERVIEW CONTENT DISCUSSION LEARNERS		<ul> <li>7 PDFs</li> <li>60 5 Interactive Contents</li> </ul>
Signalling Part 1 1h 15m	~	4 Assessments  Source name National Academy of Indian Railways
Signalling Reading Material	:	License CC BY 4.0 Cost
		Free Learning mode Self Paced
		Last updated on on Oct 5, 2021

Once the start button is clicked the user will navigate to the content consumption screen as shown below.



As soon as the user completes a course, a certificate will be displayed as shown below (Note: only if content creator has uploaded one)

A assessm	nent	×	GOT	🕈 մե
EXPLORE > SEARCH > Details				
	Assessment - Communics Assessment 35★★★☆ (2)	ation Skills		tart again tion certificate
OVERVIEW CONTENT	DISCUSSION LEARNE	ERS	At a glance ⑦ 25m ₱ 5Assessme	
Level 1 - Communication Skills		0	Source name Testing Departm	ent
Level 2 - Communication Skills		0	CC BY 4.0	
Level 3 - Communication Skills		0	Free Learning mode Self Paced	
Level 4 - Communication Skills		0	Last updated on	on Sep 3, 2021
Level 5 - Communication Skills		0		

To download the certificate, click on the certificate card

Download Certificate	Accessment - Communicatio	n Skille	×	
		24		
	CERTIFICATE PROUDLY PRESENTED TO	]		
	Haridas Kakunje For completing the course			
	Assessment - Communication Skills on 22 June 2022			
	Auto- Rarindu Krishna Parindu Krishna Rarindu Krishna	Scati to verificate		
			Download	

Completed courses will be displayed under user profile. To get a digital certificate user cna scan the QR code

कर्मयोगी भारत — लोकहितं मम करणीयम् —	कर्मयोगी भारत — लोकहितं मन करणीयम् —
6 digit QR Code ABC123 ABC123	
Enter the certificate code here	
	Certificate issued to
	Haridas Kakunje
Verify	For successfully completing the course, "Assessment - Communication Skills" on IGOT on 22 Jun 2022

To consume the course again, user can click on the "Start again" button

# Rate this course/program

Users can rate the course they have consumed by clicking on the "Rate this course" button.

4 <u>6</u> m	्र व	assessment	× 😚	GOT A Il	
≡ exp	PLORE > SEARCH > Det	ails			
		Assessment - Communication S Assessment S * * * * * (2)	kills	Start again Completion certificate	
ove	ERVIEW CONT	ENT DISCUSSION LEARNERS		At a glance ⑦ 25m ar 5 Assessments	
Level 1 1 5m	1 - Communication Skills		0	Source name Testing Department	
Level 2 B 5m	2 - Communication Skills		0	License CC BY 4.0 Cost Free	
Level 3 I Sm	3 - Communication Skills		0	Learning mode Self Paced	
Level 4 I Sm	4 - Communication Skills		0	Last updated on on Sep 3, 2021	
Level !	5 - Communication Skills		0		

Choose the rating star and provide the review comment in the comment box which is optional and click on "Submit"

A ministra	Q assessment	× \$	GOT A Ili	
EXPLORE > SEARCH >	Details			
B	Assessment - Communication S Assessment 35 * * * * * * (2)	kills	Start again Completion certificate	
	Rate and review Your review and feedback is valuable in creating a robust learning experiance Rate this course *	×	Rate this course	
OVERVIEW	****		5m	
Level 1 - Communication 5	Give a review Add a review for this course (optional)		Assessments e name g Department	
Level 2 - Communication :		0/200 characters	4.0	
Level 3 - Communication :		0	cearsing mode Self Paced	
Level 4 - Communication Si	difs	0	Last updated on on Sep 3, 2021	
Level 5 - Communication Sk	ills	0		

THe ratings and reviews will be displayed in the course overview page

#### Explore by topic, competency and provider

User clicks on the "Explore by topic" to land on the below screen where courses are classified into different categories.

😒 iG@T 🔍 Searc	h for learning contents		<b>↑</b> ≜ 📧
III HUBS > 📚 LEARN > All topics	3		
All topics			
E-Governance & Information & Communication Technology Level 1	Economics Level 1	History Level 1	Information & Communication Technology And Digital Governance Level 1
Law Level 1	Management Level 1	Political Science Level 1	Public Administration Level 1

Clicking on any topics from the above page, the user will land on the below screen where the list of courses based on the selected topic can be viewed.

Search for	r learning contents		A 🜲 🔤
III HUBS > 🗢 LEARN > All topics			
E-Governance & Information & Co	All topics > Law		
Economics	Concepts of Law Administration	of Justice Administrative Law Proce	dural Law Substantive Law
History	Contemporary legal Developments	Unit 1: General Principles of Law Unit	II : Administration of Justice
Information & Communication Tech			
Law		SEE 8 MORE SUB TOPICS	
Management	CBPs		
Political Science Public Administration	General Principles of Law () 1h 53m	Special Legislations	Criminal Lawa (Substantive)
	General Principles of Law	Special Acts	Introduction to Substantive (Criminal) Laws
	This course is designed to help you understand the general principles of Law.	This course is designed to help you understand the Special Acts in Law.	This course is designed to help you understand the substantive criminal Law.
	Course 🔂 0.0	Course 🟠 0.0	Course 🔂 0.0

User clicks on the "Explore by competency" to land on the below screen where courses are classified into different categories.

	EARN > All Competencies			
= EXPLORE > ST L	EARN > All Competencies			
Popular competer	ncies			
Food Waste Manage	policy development	Prevention of Gender-ba Violence (G-BV)	Livelihoods Design	25
Gender-sensitive Dis Risk Management ([		Organisational Design	planning and coord	dination
_				2
All competencies				2
All competencies		Sortby	- Filter by	
		Sort by	Filter by Type	
		Sort by	Type	
Q Search		Sort by od waste in aircraft and central kitchens	Туре	
Q Search			Type Behavioural Domain Functional Competency area	
Q Search		od waste in aircraft and central kitchens	Type Denain Functional Competency area Q Search	
Q Search	Manage activities for the disposal of fo	od waste in aircraft and central kitchens	Type Behavioural Domain Functional Competency area	

User clicks on the "Explore by provider" to land on the below screen where courses are classified into different categories.

••	Q Search for learning contents		😚 iGOT 🕈 ili 💷
= EXPLORE 💙 📚 LEARN	All Providers		
Popular providers			
National Academy of India Railways	an Steel(Ministry of Steel)	World Bank	Indian Institute of Public Administration
Ministry of Power	OMED	NACIN(National Academy of Customs, Indirect Taxes and Narcotics)	NTIPRIT
All providers			
Q Search			Sort by
National Academy of Indian Railways	Steel(Ministry of Steel)	World Bank	Indian Institute of Public Administration
Ministry of Power	OMED	NACIN(National Academy of Customs, Indirect Taxes and Narcotics)	NTIPRIT

#### **Discuss Hub**

User navigates to the below screen by clicking on 'Hubs-> Discuss' or clicking on the "Discuss" button under the Discuss section in the home screen.

## Categories

Users after clicking on the "Discuss hub" will be redirected to the page displayed below, where the discussion/topics/posts are categorized as Announcements, General discussion, Comments & feedback and Blogs.

💑 काविणी भारत	Q Search for learning contents	😚 iGOT 📅 ıl. 🔤
= EXPLORE > 🖣 DISC	USS	
All discussions	All Watching	
Categories		
Tags	Announcements Announcements regarding our community	General Discussion A place to talk about whatever you want
Your discussion	ó discussions ó posts 🔊	47 discussions 96 posts
	Comments & Feedback Got a question? Ask away! 12 discussions 15 posts	Blogs Biog posts from Individual members O discussions O posts
	Policies 2 discussions 7 posts	Conomy O discussions O posts
	Test Item Crafting           This course is simed at helping a learner understand the importance of creating reliable and valid assessments for the cours           0 discussions         0 posts	How to develop content for IGOT Karmayogi platfor m Course on developing good content for IGOT Karmayogi platfor rm 0 discussions 0 posts
	Public Provident Fund Scheme Public Provident Fund Scheme	Power Market Operation & Regulatory Affairs     Power Market Operation & America Regulatory Affairs

# **All Discussions**

Users will be able to see all discussions which are made by other users in the "All discussions" tab under the Discuss Hub.

😚 iG@T	<b>Q</b> Search for learning contents		A	AK
🏭 нивз 🖒 📃	DISCUSS			
Discu Forum for pe	er learning and knowledge transfer through discussions ficials to support their colleagues irrespective of posting,	9		
All discussions	Ask a question or post an idea	Start discussion	Trending tags	
Categories	Recent Popular		citizen	2
Tags	Capacity Building Commission- Role and responsibility ?		economy	2
My discussion	General Discussion      surendranathtripathi_t7j5     Jun 19, 2021		workplace	1
	t⊥ 0 Votes 🔑 11 Views	1 comment	covid	1
			growth	1
	Do we have a course on capacity building and training for tribal develop convergent mode? © General Discussion • dr.nupurtiwary_93bm Jun 19, 2021 1 Ovtes  Views	oment in TSP areas in O comments		

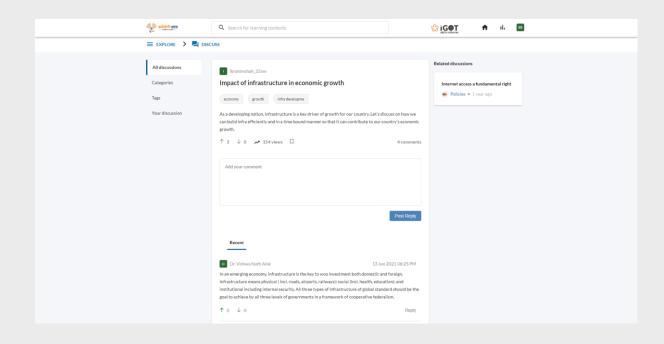
Users can start a discussion by clicking on the "Start discussion" button. A popup will open where they can post their ideas, also they will have the option to categorize and add tags to their post.

	भी भारत	Q Search for learning contents	😚 iGOT 📅 Il. 🔤
	ore 🗲 📮 discu		
All discu			
Categori		Recent Popular	
Tags Your disc	cussion	General Discussion	and () and () and ()
		Ask a question or post an idea	
		Please elaborate your question or idea here	
		Tags Add a tag and press Enter	
			Discard Satwrit Post
		This is a good course  Administrative Law and Governance	
		t₄ 0 Votes → 1 Views	

Note: Once submitted, the post will be displayed in both 'All discussion 'and 'Categories' section .

By clicking on any post/topic ,the user will be directed to the details of the post.

- On clicking the bookmark icon, the user can bookmark any post. Clicking on the same bookmark icon again will remove it.
- User can upvote or downvote other's posts by clicking on the up and down arrow below the post
- Users can post comments on other's posts by clicking on the "Reply" button.
- User can provide reply to any posted comment by clicking on "Reply" under each comment



#### Tags

Users click on the "Tags" option to land on the below screen where they will be able to view the post based on the tags used.

अंग्रेल काविनेनी भारत	Q Search for learning contents	😚 igot 🚓 ılı 🔤
= explore 🕻 💐 disc	USS	
All discussions Categories	Search by name	
Tags	suggestion 3 citizen 2 policy planning 2	communication 2 economy 2
Your discussion	covid 2 feedback 2 diversity 1 courses	
		erret 1 india 1 1 iaw 1 dashboards 1
		a 1 governance 1
	Infra developme 1 covid-19 1 crowdsource 1	

As the user clicks on any tags, a list of discussions with the selected tag will be displayed as below.

🎎 काविमी भारत	Q Search for learning contents	🔒 մե 🔤
= explore > 🖣 disc	USS	
All discussions	economy	
Categories		
Tags		
Your discussion		
	Ibrahimshah_22nw Jun 13, 2021	
	Impact of infrastructure in economic growth	
	Policies	
	economy growth infra developme	
	t₁ 3 Votes 🖍 153 Views	4 comments
	Ibrahimshah_22nw Jul 23, 2021	
	How can we control the pandemic spread in a large country like India?	
	General Discussion	
	citizen covid 19 economy	
	1 4 Votes 🔑 105 Views	4 comments

## **Your Discussion**

User clicks on the "Your discussions" option from the left menu to view the discussions posted by themselves. As the user clicks on "Your discussion" there will be five tabs under that screen as:

- 1. Recent posts: Posts that are recently created by the user will be displayed in this tab
- 2. Best posts: User can view all the post based on the ascending order of the number of votes
- 3. Saved posts: User can view all the saved/bookmarked posts
- 4. Upvoted: Any posts that is upvoted by the user will be displayed under this section
- 5. Downvoted: Any post that is downvoted by the user will be displayed under this section

C Search for learning contents	😚 iget 📅 🔒 🔤
= EXPLORE > 📮 DISCUSS	
All discussions reshmaprasad_57gk Categories reshmaprasad_57gk reshmaprasad_57gk	
Categories Tags 1 Discussions 1 Posts	
Recent posts Best posts Saved posts Upvoted Downvoted	
Restmaprasad, 57gk     what are the most challenging aspects of an online education?     General Discussion	
t₁ 1 Votes 🖍 0 Views	0 comments

## **Network Hub**

Users are able to connect with other users from the same or other MDOs under Network Hub.

## **Network Home**

The user navigates to the below screen by clicking on 'Hubs-> Network' or clicking on the "Network" button under Network sections in the home page.

HUBS > A NETWORK Discover y governme	our peers in the			
	t across geographies and hierarchies			
Network home	Q Search user			
My connections				
Connection Requests	Connection requests			
Recommended connections	Cbc User Ministry of Home Affairs		Reject	Accept
	Thillai Birla Rajan iGOT		Reject	Accept
	People you may know			SEE ALL
			_	
	υτ	UO	мо	
	User Two Ministry of Home Affairs	Uo User One Ministry of Home Affairs	MO Member One Ministry of Home Affairs	

- To accept a connection request, user needs to click on the "Accept" button in the above image
- To reject a connection request, user needs to click on the "Reject" button in the above image

## **Your Connections**

Users can see the list of connected users under "My connections". On hover under my connections, the user can see a card with the basic details of the connected user.

<b>ର୍ଚ୍ଚ iG@T</b> ସ	Search for learning contents	n 🛊 📼
III HUBS > 🗮 NETWORK >	My connections	
Network home My connection Requests From my MDO Recommended connections	Q searchuser     Last added     Sort by name     I connection     Bandana Sahu     Bandana Sahu     Wat available     Indiana sahu@@darento.com     Network Profile	
	© Copyright 2020-2021   About Us	

#### **Connection Requests**

Users can see the connection request sent by other users under the "Connection requests" tab .Hovering on the name, the user can view the details of the requested user.

ę	<mark>ે જે iG@T</mark> વ	Search for learning contents	*	🜲 🛛 RP
	HUBS > 🏔 NETWORK >	Connection Requests		
	Network home	Q Search user		
	Connection Requests	Last added Sort by name		
	Recommended connections	2 Connection requests		
		Cbc User Ministry of Home Affairs	Reject	Accept
		Thillial Birla Rajan	Reject	Accept
		Thillai Birla Rajan		
		Joint Secret at Ministry of Civil Avl		
		Soucher / 1     thillsingingtarento.com     Network Profile		

## From your MDO:

Users from the same MDO will be displayed here. To connect with other members in the MDO, they can click on the "Connect" button.

😚 i G@T 🔍 🔍	Search for learning contents		<b>↑</b>	RP
🛗 HUBS 🗲 🚢 NETWORK 🗲	My MDO			
Network home My connections	Q Search user			
Connection Requests	Last added Sort by name			
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	<b>User Two</b> Ministry of Home Affairs	<b>User One</b> Ministry of Home Affairs	Member One Ministry of Home Affairs	
	Connect	Connect	Connect	
	ου	нк	FA	
	Officer User Ministry of Home Affairs	Haridas Kakunje Ministry of Home Affairs	Frac Admin Ministry of Home Affairs	
	Connect	Connect	Connect	

## **Recommended Connections**

Users clicking on "Recommended connections" can see all recommended users based on their already connected users.

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🛗 HUBS 🗲 🏔 NETWORK	> Recommended connections	
Network home	Q Search user	
My connections Connection Requests	Last added Sort by name	
From my MDO Recommended connections	Recommended connections	
	нк	
	Haridas Kakunje Ministry of Home Affairs	
	Connect	

# User profile

By clicking on any of the user's profile in the "Network hub", the user will be navigated to the profile page of that user.

Details below have to be updated in the user "Update Profile" under "Explore all features".

	rch for learning contents	\$	G@T 者 ılı 🛄	
	lathy p'profile			
LP	Lathy P Testing Department		Edit Profile	
	0 Connections 0 Discussions			
Profile info	Career history			
Career history	Certifications			
Certifications Certifications and Skills Academics Hobbies	Energy Transformatil You constantly use energy microwave, you know yo are less obvious. When y temperature, breathe, di	on gy in your daily activities. When you turn on th w are using some type of energy. In other case you are sleeping, your body is using energy to your set shoet, and repair injured cells. There are a cause changes around you.	es, your interactions with energy maintain your internal	
	Certifications and Skills			
	Academics			
	Hobbies			
	No hobbies information available			
	Discussions			
	Recent posts Best posts Saved po	osts		
	No Data			
			2010 - <b>20</b>	
Hubs		ipport	About us	
		equently asked questions	Mission Karmayogi	
Discuss		edback and suggestions	Karmayogi Bharat	
	Re		Capacity building commission	
			COT	
Competencies			<del>ડ્ડા</del> iG@T	
	© Copyright 20			

The user lands on the below user profile screen when the user clicks on his own profile.

😚 iG@T	Q Search	<u>↑</u> # ©
III HUBS > 🐣 NETW	ORK > Network Contentcreator'profile	
NC	Network Contentcreator         Ministry of Networks         2 Connections       1 Discussions	Edit Profile
	Career history	Your profile is 99% complete
Profile info Career history Certifications		e Jun 11 2019 Complete Profile
Certifications and Skills Academics Hobbies	Certifications No certification information available	
Hobbies	Certifications and Skills Publisher , reviewing , content editing Certificate to edit ,review the content	
	Academics	
	XII STANDARD XYZ	2010
	X STANDARD	2008
	ABCD	
	Hobbies Painting	
	Discussions	
	Recent posts Best posts Saved posts	
	Upcoming exams General Discussion • Asked 2 minutes ago	
	<sup>↑</sup> ↓ 0 Votes 0	) comments

### **Career Hub**

Users are able to see All Openings which are created by Admin. The user navigates to the below screen by clicking on 'Hubs-> Career' or clicks on the "Career" button under the Career section on the home page.

HUBS CAREER Career recommendations a your fingertips	at
your fingertips	at
All openings	
Q Search	
Jearch	
Recent Most Viewed	
ONCE Apprentice Descriptment 2021	Channel Dest Trust Descuitment 2021; Apply for
ONGC Apprentice Recruitment 2021 a day ago	Chennai Port Trust Recruitment 2021: Apply for Deputy Secretary Post
	3 days ago
1 Read m	Job openings
	A Read more

User by clicking on any of the openings will display the details of the career opening.

ONGC Apprentice Recruitment 2021         a day ago         Northern Sector - 228 Posts         Mumbal Sector - 764 Posts         Southern Sector - 764 Posts         Central Sector - 674 Posts         ONGC Apprentice Recruitment 2021: Apply for         Deputy Secretary Post         ONGC Apprentice Recruitment 2021: Apply for         Deputy Secretary Post         Central Sector - 721 Posts         Contral Sector - 721 Posts         Contral Sector - 221 Posts         ONGC Apprentice Recruitment 2021: How to apply         Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode.         Candidates can follow the instructions given below to register themselves for ONGC Apprentice         Recruitment 2020.         Step 1: Before applying for the above apprentice Posts, visit on apprenticeshipindla.org for         Technician Trade, Visit at portal mitridinat govin.         Step 2: After successful registration with the above agencies, a registration number will be generated	ONGC Apprentice Recruitment 2021 a day ago Northern Sector - 228 Posts Mumbal Sector - 274 Posts Southern Sector - 1579 Posts Central Sector - 210 Posts Western Sector - 1579 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice Posts, visit on apprenticeshipindia.org for Technican Trade, Visit at portal-intrividates govin.	HUBS S CAREER	
a day ago Northern Sector - 228 Posts Mumbal Sector - 744 Posts Southern Sector - 744 Posts Southern Sector - 716 Posts Eastern Sector - 716 Posts Central Sector - 721 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice Posts, visit on apprenticeshipindia.org for Technical Trade, Visit at portalhthrdnats.gov.h.	a day ago A day ago Northern Sector - 228 Posts Mumbal Sector - 744 Posts Southern Sector - 674 Posts Eastern Sector - 716 Posts Western Sector - 716 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice positions, candidates have to first register themselves In the online portal. If you are applying for Trade Apprentice Posts, visit on apprenticeshpindla.org for Tarchichair Tade, Visit at portal-inford ats 300 who. Step 2: After successful registration with the above agencies, a registration number will be generated and the candidate has to mention his registration number will be generated and the ONGC website.Le.ongcapprentice.co.in. Step 3: Enter your active email and mobile number. Step 4: Then they will be needed to upload a scaned copy of the colour photograph (Size: between 20- SO KB In JPG Format) and signature in black link (Size: between 10-30 KB in JPG Format) etc. Step 5: Candidates are advised to check ail details before the final submission of the application.		
Southern Sector - 674 Posts Eastern Sector - 716 Posts Western Sector - 1759 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the Instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice positions, candidates have to first register themselves in the online portal. If you are applying for Trade Apprentice Posts, visit on apprenticeshipindia.org for Techniclan Trade, Visit at portal.hnhrdnats.gov.h.	Southern Sector - 674 Posts Eastern Sector - 774 Posts Western Sector - 716 Posts Western Sector - 1579 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice positions, candidates have to first register themselves In the online portal. If you are applying for Trade Apprentice Posts, visit on apprenticeshipIndia.org for Technican Trade, Visit at portal.mindmats.gowh. Step 2: After successful registration with the above agencies, a registration number will be generated and the candidate has to mention this registration number will be applying for apprentices positions in the ONGC website.Le.ongcappentice.co.li. Step 3: Enter your active email and mobile number. Step 4: Then they will be needed to upload a scaned copy of the colour photograph (Size: between 20- 50 KB In JPG Format) and signature in black link (Size: between 10-30 KB in JPG Format) etc. Step 5: Candidates are advised to check ail details before the final submission of the application.	a day ago Northern Sector - 228 Posts	Chennai Port Trust Recruitment 2021: Apply for
	the ONGC website.Le.ongcapprentices.ongc.co.in. Step 3: Enter your active email and mobile number. Step 4: Then they will be needed to upload a scanned copy of the colour photograph (Size: between 20- 50 KB in JPG Format) and signature in black ink (Size: between 10-30 KB in JPG Format) etc. Step 5: Candidates are advised to check all details before the final submission of the application.	Southern Sector - 674 Posts Eastern Sector - 716 Posts Western Sector - 757 Posts Central Sector - 221 Posts ONGC Apprentice Recruitment 2021: How to apply Interested candidates can apply online from 29 July 2021 to 24 August 2021 through online mode. Candidates can follow the instructions given below to register themselves for ONGC Apprentice Recruitment 2020. Step 1: Before applying for the above apprentice positions, candidates have to first register themselv In the online portal. If you are applying for Trade Apprentice Posts, visit on apprenticeshipindia.org for Technician Trade, Visit at portal.mhrdnats.gov.in.	ves

# **Competencies Hub**

Users can add competencies under "Competencies Hub".

The user navigates to the below screen by clicking on 'Hubs-> Competencies'.

No. 1000	Q Search for learning contents		🕅 🕇 ili 📟	
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compet	r built on encies nd employers to identify competency gaps, signal expertise an capacity building efforts		F	
Your competencies All competencies	Your competencies	commended computencies		
	Recommended from FBAC Recommended from WAT			
	Recommendations are based on your position and your position. Please go to your <u>Profile</u> page to update	your position		
	<b>Policy Development</b> Domain	Not enough data		
	<b>Empathy</b> Behavloural	Not enough data		
	Communication Skills Behavioural	Not enough data		
	Stakeholder Management Functional	Not enough data		
	Organisational Awareness Behavioural	Not enough data		
Hubs Learn Discuss Network Career Competencies Events	<b>Related links</b> CBP Portal Frac Dictionary MDO Portal	Support Frequently asked questions Freedback and suggestions Report a problem	About us Mission Karmayogi Karmayogi Bharat Capacity bulkling commission	
	© Copyrigi			

#### Self attest competency

As the user clicks on any competency from the recommended list

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= EXPLORE > 羚 CO	OMPETENCIES				
Your competencies	Policy Development Understand, examine, and forecc ensure alignment with governme Competency type: Domain Competency area: Public Polic		Self attest competency	,	
	Competency level	Description			
	Level 1 Understands the policy development cycle	Understands the policy development cycle, specifi analysis, etc.) Assists in sourcing relevant informat development cycle Recalls types of public policies institutions that play a crucial role in policy develo major policies in india and the underlying intent be	ion, resources, and actors across the pol welfare, regulatory, distributive, etc.) an oment (legislature, executive, judiciary, e	lcy nd the	
	Level 2 Supports identification of policy development priorities	Applies historical trends to contemporary policy of identifying patterns and relationships across source interacts with relevant stakeholders to identify po institutions Maintains an updated database of maj upcoming evaluation programmes, academic litera	es of Information Documents information icy development priorities within forma or policies in India, including implementa	on and I and informal	
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on i problems through local contexts, government obje processes Reviews policy development cycles to e major policies in India to illustrate evolving trends, development	ctives, user perspectives, and implement isure they align with governmental prior	tation rities Analyses	

User clicks on "Self attest competency", then a popup to choose the proficiency level will be displayed

Ale antart	C Search for learning co			🕇 th 🖭	
EXPLO	re 🗲 🏞 competencies				
	mpetencies Select your comp petencies You are self-declaring compe	petency level steeps and you can also take the competency assessment to a	petency		
	Level 1 Understands the poli development cycle	Understands the policy development cycle (agenda setting, formulation, design, analy relevant information, resources, and actor development cycle Recals types of public regulatory, distributive, etc.) and the instit role in policy development flegislature, ex- Aware of major policies in India and the ur them	sis, etc.) Assists in sourcing s across the policy policies (welfare, utions that play a crucial cutive, judiciary, etc.) (derlying intent behind m	sulation, design, the policy etc.) and the	
	Level 2 Supports identificati of policy developmen priorities		policy development cycles patterns and relationships information and interacts cy development priorities intains an updated if intains an updated if	clary, etc.) Aware of cy problems by ormation and formal and informal ementation statistics,	
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus problems through local contexts, government major policies in India to Illustrate evolving tree	objectives, user perspectives, and imp to ensure they align with government	lementation al priorities Analyses	

User needs to click on the add competency button to add the competency

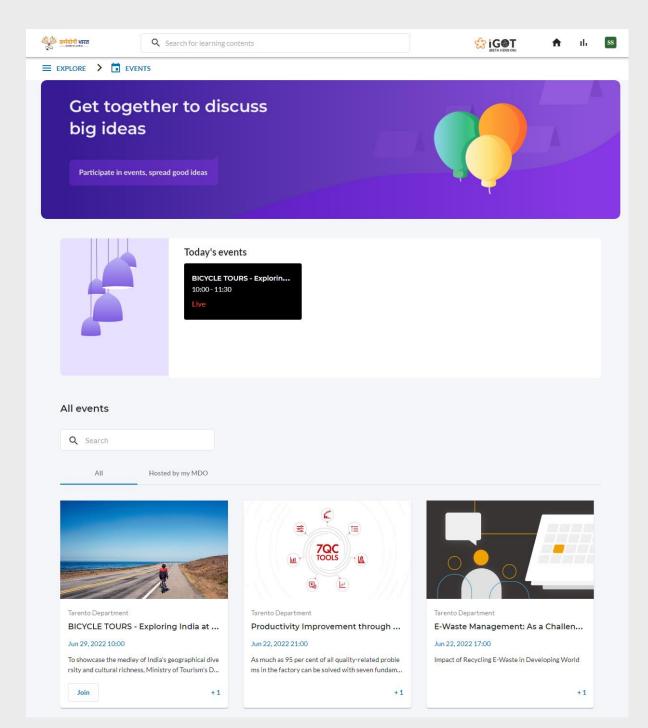
**Remove competency** 

User removes the added competency by selecting the competency and then clicking on the "Remove from my list" button.

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= EXPLORE >				
Your competence All competencie	Understand, examine, and forec		Remove from your	competencies
	Competency level	Description		
	Level 1 Understands the policy development cycle	Understands the policy development cycle, specific analysis, etc.) Assists in sourcing relevant informati development cycle Recalls type of public policies of institutions that play a crucial role in policy develop major policies in India and the underlying intent bei	on, resources, and actors across welfare, regulatory, distributive oment (legislature, executive, juc	s the policy e, etc.) and the
	Level 2 Supports Identification of policy development priorities	Applies historical trends to contemporary policy de identifying patterns and reliationships across source interacts with relevant stakeholders to identify policy institutions Maintains an updated database of majo upcoming evaluation programmes, academic literat	es of Information Documents in icy development priorities withi or policies in India, including imp	formation and in formal and informal
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on ir problems through local contexts, government obje- processes Reviews policy development cycles to en major policies in India to illustrate evolving trends, development	ctives, user perspectives, and im isure they align with governmen	plementation ntal priorities Analyses
र्थ्युक्त <del>कार्यत भार</del> त	Q Search for learning cont	ents		🔒 di 🔛
Your competenci	Understand, examine, and forec		Remove from your	competencies
	Policy Developme Understand, examine, and fore priorities. Competency type: Domain	cast policy development cycles, specifically in India, to ensure		mulation, design, s the policy , etc.) and the diciary, etc.) Aware of
	Level 2 Supports identification of policy development priorities	Applies historical trends to contemporary policy de identifying patterns and relationships across source interacts with relevant stakeholders to identify poli institutions Maintains an updated database of majo upcoming evaluation programmes, academic literat	es of information Documents in icy development priorities withi or policies in India, including imp	formation and in formal and informal
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on in problems through local contexts, government object processes Reviews policy development cycles to en major policies in India to Illustrate evolving trends, development	ctives, user perspectives, and im isure they align with governmen	plementation ntal priorities Analyses

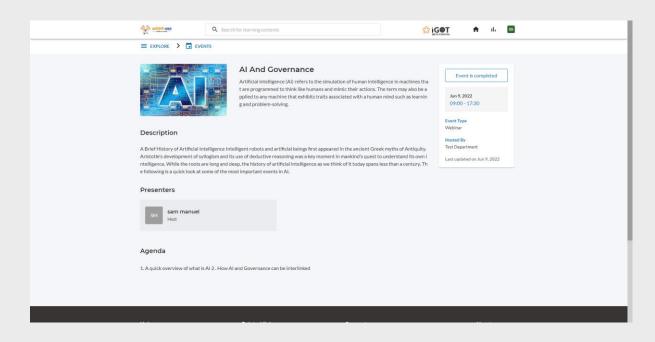
**Events Hub** 

The user navigates to the below screen by clicking on 'Hubs-> Events' where officers can view all the events under "All" tab and events hosted by there MDO under "Hosted by my MDO" tab

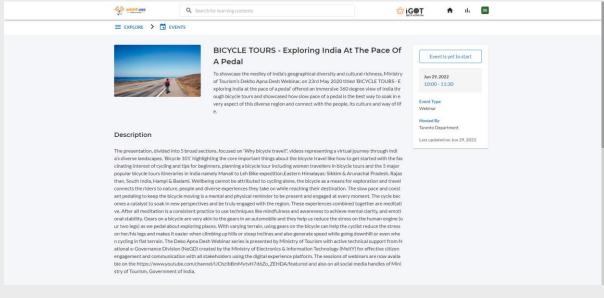


Officers can click on any event and based on the time of event they can view the details of that event

a) For a past event, the screen will look like below



#### b) For a future event, the screen will look like below



c) For a present day event, the screen will look like below

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🔛 HUBS 🔸 🖬 EVENTS			
	New Test Event 16 Aug Summary text Live		Attend Live Event Aug 25, 2021 11:00-13:30 Event Type Webhar Hested By New Wiffest Last updated on Aug 16, 2021
Description			
description text			
Presenters			
TT test test Host	TT test test Host	test test Host	
Agenda			
agenda text			
	© Copyright 2020 2021   /	Nout Us   Feedback	

## **Knowledge Resources**

Officers can find the latest policies, circulars and all knowledge resources under the knowledge resource section. To access that follow the below steps

1. Click on "Knowledge resources "from mega menu

	Search	for Tearning contents.		😚 iGOT 📅 ılı 🔤	
	EXPLORE > EXPLORE > KNOWLEDGE RESON	JRCE			
x	Shape your Skills with hunderds-of online course	Have a question? Have an Idea? discuss with your peers	Connect with Interesting people, see what they are upto.	Career Explore the carrier option grow into the path you are	
$\backslash$	Add your competencies, see what others are adding	Add your events			
	Do more				
	Find the latest policies, circulars and all available knowledge resources.	Dashboard All your data represented as simple visualizations.	Settings Manage all your preferences here	Interests Manage topics of your interest and personalize your experience	
	Quick links				
	Frac Dictionary The dictionary of framework of roles, activities and competencies.				
	Gain your kno	wledge			
	Find the latest policies, circulars and a knowledge resources.				
	knowledge resources.		Ç.		
		الماد المتجهير ويسم			

- 2. Choose any resources, click on save icon to save the resources
- 3. Click on copy url to copy the URL

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EXPLORE >	WLEDGE RESOURCE			
All Knowledge resources Saved Knowledge resource	Q Search			
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	https://www.latim.gov.in		☞ ₲◀	To copy the URL
			To	open URL in new tab

# 4. Click on saved resources

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All Knowledge resources	Q Search			
	ISTM Fundamental and Supplementary Rules KRID023			
	ISTM TRAINING CALENDAR - ISTM KRID026 CD 1URL			R

#### Interests

Officers can manage topics of your interest and personalize their experience by accessing the interest section. To access that follow the below steps

de antes	्र Search	for learning contents	\$	iGOT nı 🗈	
≡ EXPU Hubs	ORE				
	Learn Shape your Skills with hunderds-of online course	Discuss     Have a question? Have an idea? discuss     with your peers	Connect with Interesting people, see what they are upto.	Explore the carrier option grow into the path you are	
*	Competencies Add your competencies, see what others are adding	Events Add your events		/	
Do mor	re				
	Knowledge resources Find the latest policies, circulars and all available knowledge resources.	Dashboard     All your data represented as simple     visualizations.	Settings Manage all your preferences here	Interests Manage topics of your interest and personalize your experience	
Quick	inks				
*	Frac Dictionary The dictionary of framework of roles, activities and competencies.	MDO Portal Manage MDO user access, work orders and events			
	GOT Karmayo Transforming Of Ramayo and Income all a mobile fast platfor address at the plats support the score before at the plats support the or the careers.	Covernment Sugart Carriero da marca Carriero da marca Carriero da Companya marca Carriero da Companya Carreero da Companya Compo	g punk hangs an an kage	unsion hub of inners functionations by any particular professional to the end of the end of the end of the end Network hub Intelligent expensional down the material particular by comments with material particular by comments with professional down to the end of the professional down to the end of the end of the the comments of the end of the end of the the comments of the end of the end of the end of the end of the the comments of the end of the	

1. Click on the "Interest" section

# 2. Choose the section and make the changes

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2. Enter all your ro	les and activities to complete your profile	
1. Welcome	Please list down your roles & activities as part of your position	
2. Role & Activities	Feel free to enter details in your own words, to the best of your understanding. This add more relevant content on the platform.	information will help us tailor a more personalized experience and
3. Topics		
4. Current competencies 5. Desired competencies	Add role*	(i) What is a role?
6. Platform walkthrough	Type the role name	
		Type the role name
	Add activities you perform as part of this role."	(i) What is an activity?
	Type the activity and press enter	
	Start adding the activities.	Type the activites and click on 'Enter' to add
	Add	
	role	🖍 Edit 📋 Delete
Previous: 1. Welcome	Your selections are automatically saved.	