

Offline Module to answer the questionnaire by Panchayat

Brief Description:

The main purpose of offline module is to answer the questionnaire in offline mode from the location having No Internet Connectivity or Slow connectivity. After answering and saving the questionnaire and upload their answered questionnaire in online website. In **Fig 1.1** and **Fig 1.2** you can see a sample screen shot of downloading the offline module that appears when you logged in on online website as ZP/BP/VP.

PRI have to login to Panchayat Award online application, using the same credentials and fill the basic details section.

The user have to click on **'Download'** button and a file of the offline module suite (in a zip format) will be downloaded on the local system of user in a downloadable configured directory.

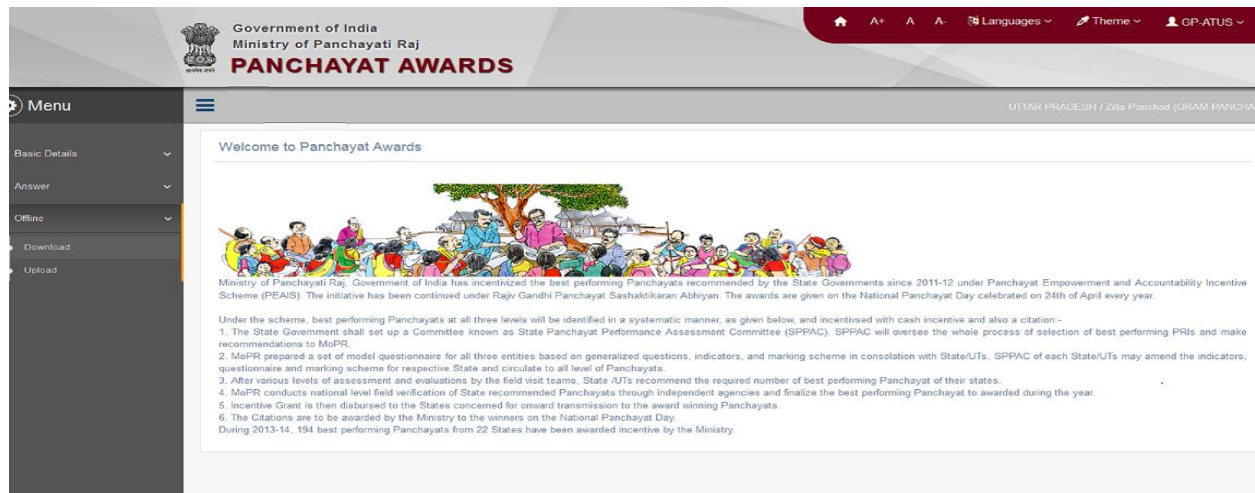


Fig 1.1

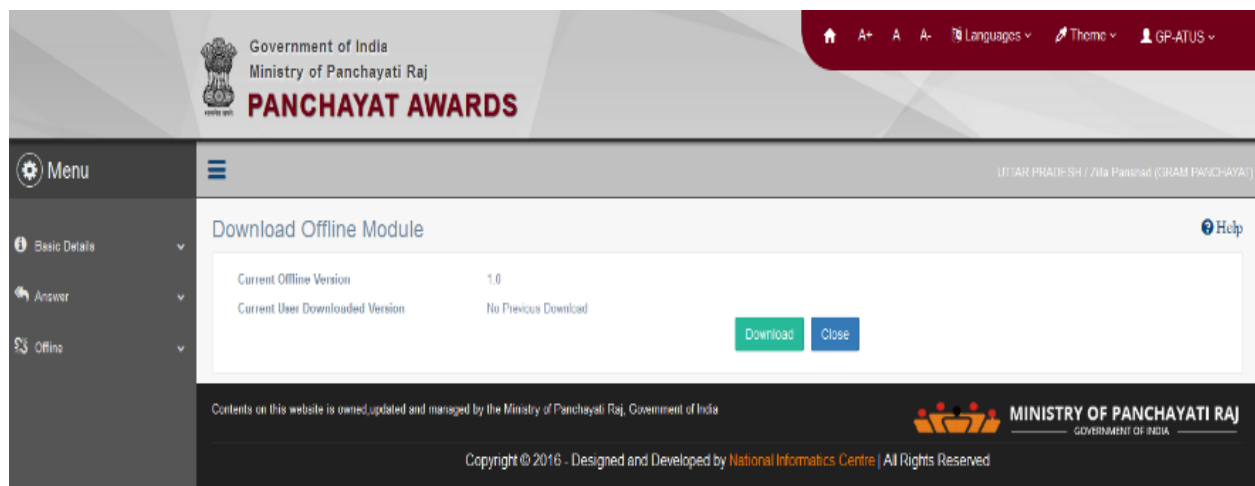


Fig 1.2

Now, the user have to unzip the downloaded file in a directory as per his/her choice.

Double click on **login file** will open the login form in browser. In **Fig 1.3** you can see the sample screen shot of Login Form of offline module. The user will enter **username** and **password** to login offline module.

Important : The credentials shall be same as were entered on online module to download the offline module.

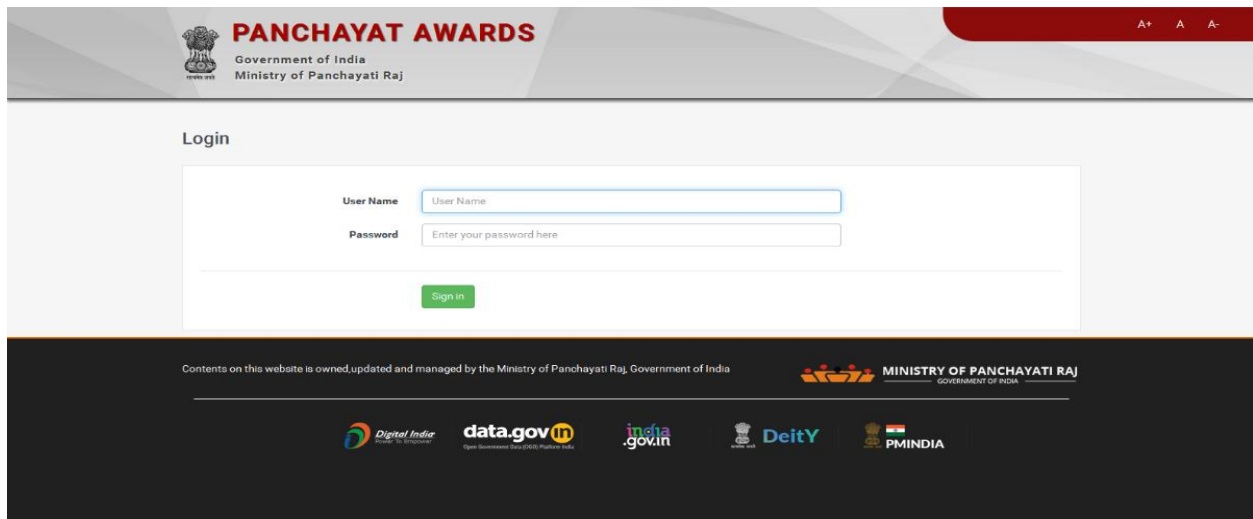
The image shows a web browser window displaying the login page for the Panchayat Awards. The header features the Government of India emblem, the text 'PANCHAYAT AWARDS', and 'Government of India Ministry of Panchayati Raj'. On the right, there are font size controls (A+, A, A-). The main content area is titled 'Login' and contains a form with two input fields: 'User Name' (with a placeholder 'User Name') and 'Password' (with a placeholder 'Enter your password here'). Below these fields is a green 'Sign in' button. The footer contains a disclaimer: 'Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj, Government of India'. It also features logos for Digital India, data.gov.in, india.gov.in, DeitY, and PMINDIA, along with the text 'MINISTRY OF PANCHAYATI RAJ GOVERNMENT OF INDIA'.

Fig 1.3

After login, user has to click on **Add button** in answer section

Select **award type** and **theme from drop down** list available.

Then, screen shot for answering the questionnaire are visible as per **Fig 1.4** and **Fig 1.5**.

User can start answering the questions as usual for the selected questionnaire and after answering questionnaire is needed to be saved.

PANCHAYAT AWARDS
Government of India
Ministry of Panchayati Raj

Uttar Pradesh / Zila Parishad (GRAM PANCHAYAT)

Answer

Get Theme Specific Question

Award Type * Panchayat Sashaktikaran Puraskar (PSP)

Theme * General(Compulsory)

Continue

Fig 1.4

PANCHAYAT AWARDS
Government of India
Ministry of Panchayati Raj

Uttar Pradesh / Zila Parishad (GRAM PANCHAYAT)

Add Answer

Language : English

new general psp village

1 2 3 4
5 6 7 8
9 10 11 12
13

Innovation

Question 3: Do Panchayat Members attend the meetings of Panchayat level sectoral committees such as Health and Sanitation, Women and Child Development, Water Supply, Sanitation etc.

Answer : ☒ Yes ☐ No



Remarks : Yes panchayat members attend meetings

Fig 1.5

Flow of Answer Form

To Add Answer details, you need to follow the steps as indicated below:-

1. You should be login into the application as ZP/BP/VP and have the privilege to add Answer details.
2. Click the **Answer-> Add** option available on the left menu. The Add Answer form is displayed on the screen.
3. User can move from one question to another in sequence using **Next** or **Previous** button as mentioned at the bottom while answering the questionnaire

4. To select and go to any question randomly, user can click on the respective question no. in left side grid. After answering the questionnaire, click on save button  , then all the information /data entered in the provided field would be saved in the database.
5. If user clicks on Close button  , then the opened form would be closed and brought back to the previous screen.

What happens when the form is saved?

On clicking the **Save** button, the details provided by you get saved or updated and a message is displayed with the text “**Data Saved Successfully**”. Now, user will have to click on offline freeze button and the data will be frozen. The user cannot modify the data further in offline module now.

Saving the Offline File on Desktop/ Local System of User

After the answers are frozen, the user will have to save the file on his/her local system before uploading the file online. The user will click on **Move to file** option available in left pane and expand it. Now, user will click on **Get file** option and the file will be saved in his/her desktop's local space with a specific id i.e. name of PRI with entity type for which the user has done the entry. In **Fig 1.6** you can see the sample screen shot for saving the answered file.

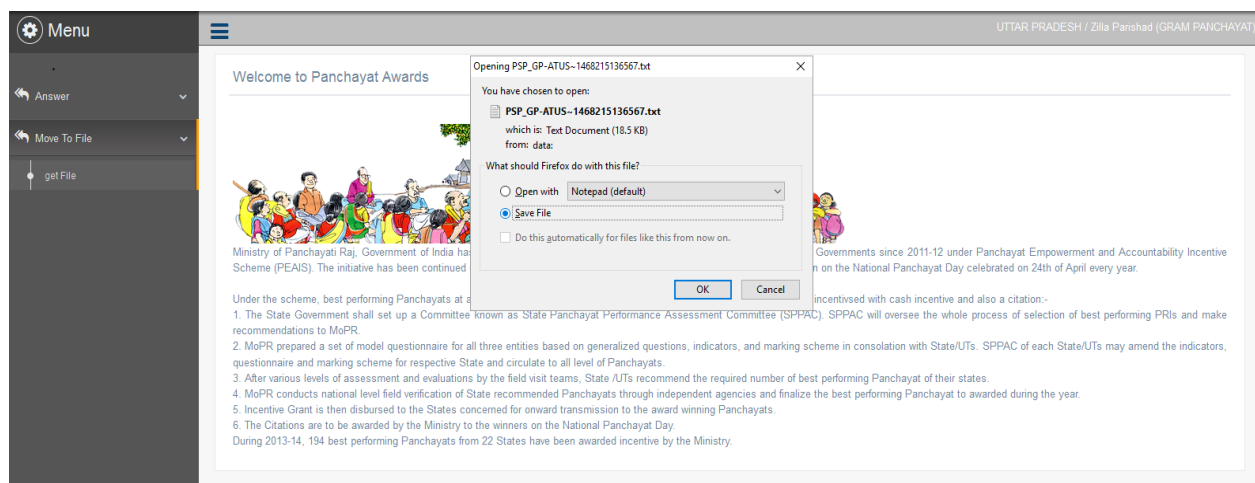


Fig 1.6

Uploading the offline answered file on online website of Panchayat Award

User will now login in online module and click on **upload button**. User will be opted to select/ browse the offline file saved in local system to upload. The file will be now synced with online module.

To modify the answered questionnaire:

After uploading the file, in online site user can modify/freeze through Answer->Manage . User can modify or freeze the questionnaire from online module. In **Fig 1.7** user can see the sample screen shot for uploading the offline answered file.

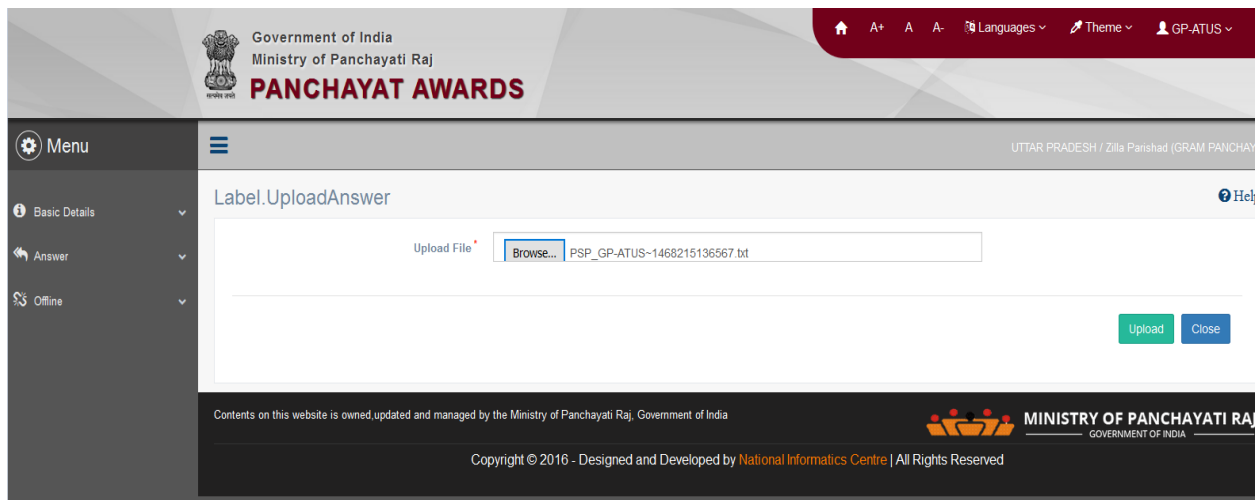


Fig 1.7