



KARMAYOGI PORTAL USER MANUAL

User Manual
Document Version: 1.1

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1. Overview

The iGOT Karmayogi platform is accessible by the users authorized by the Department of Personnel and Training (DoPT) for the NIC environment. This document describes the features available on the iGOT Karmayogi platform for an official. An official can:

1. Self register to the platform and experience guided onboarding
2. View and learn courses/ program that are created by different MDO's/ CBP's
3. Post queries and ideas
4. Connect with different officials across departments
5. View career openings
6. View and join events that are happening
7. View and self attest the competency
8. View knowledge resources
9. View the FRAC dictionary

2. Audience

This user manual has been created to enable an official to use the Karmayogi portal on the iGOT platform.

3. Key actors

The key actors and roles in managing the SPV portal are the following:

Actor	Description
Official	Officials are government serving people who 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 it

4. Pre-requisites

In order to access the features of the MDO portal, MDO Admin user will need the following:

1. Access to Karmayogi portal: A link to the appropriate karmayogi portal is needed.

For eg:

Karmayogi user portal link : <https://igotkarmayogi.gov.in/>

2. Login credentials with the required roles / officials should self register in the portal

5. Open access to featured courses

This provides any public users can view the portal and access the featured courses available and if they have government ids they can self register to track their progress and get

certificates on completing the courses

1. Launch the karmayogi URL
2. Click on any featured courses

WELCOME TO IGOT KARMAYOGI

कर्मयोगी भारत
— लोकहितं मम कर्तव्यम् —

HOME DASHBOARD COURSES LOGIN REGISTER

KARMAYOGI BHARAT

National Program For Civil Services Capacity Building
Learn. Network. Grow Your Career.

Number of users/MDO's

Available content

Metric	Value
Karmayogis Onboarded	155946
Registered MDO's	928
Live Courses	304
Available Content (Hours)	721

Featured courses

Climate Finance: Innovative Approaches in Supporting Climate Action

COURSE

Climate Finance: Innovative Approa...

Module 01: Climate Finance Essentials - In novative Finance for the Climate Chang...

LEARNING HOURS: 2h 25m.

ECONOMICS

UNDERSTANDING FINANCIAL POSITION OF AN ORGANIZATION

COURSE

Understanding Financial Position o...

By the end of this exercise, the participant s will be able to understand how financi...

LEARNING HOURS: 43m.

PUBLIC PRIVATE PARTNERSHIPS FOR INFRASTRUCTURE PROJECTS

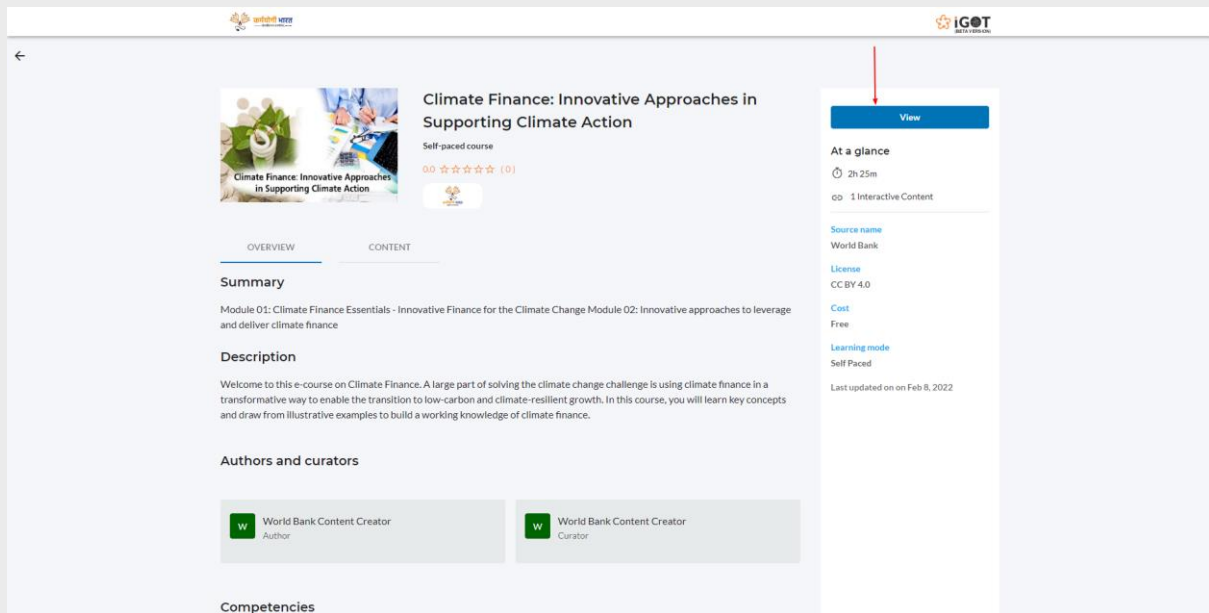
COURSE

Public Private Partnerships (PPP) f...

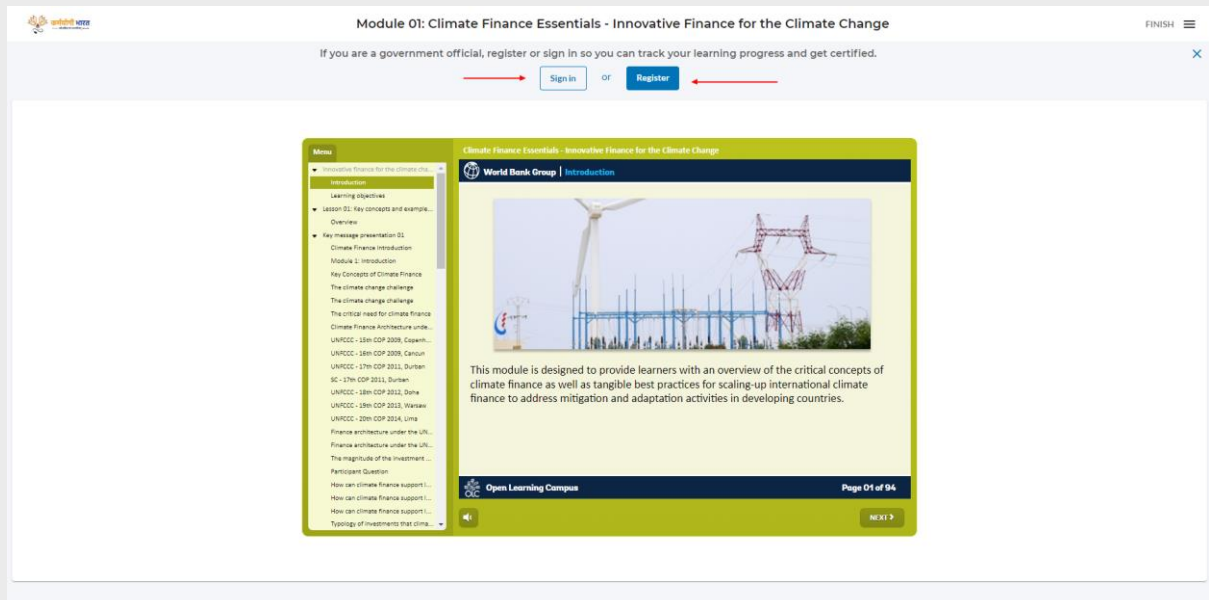
This course of 'Public-Private Partnership (PPP) for Infrastructure Projects' will assi...

LEARNING HOURS: 2h 15m.

3. Click on “View”



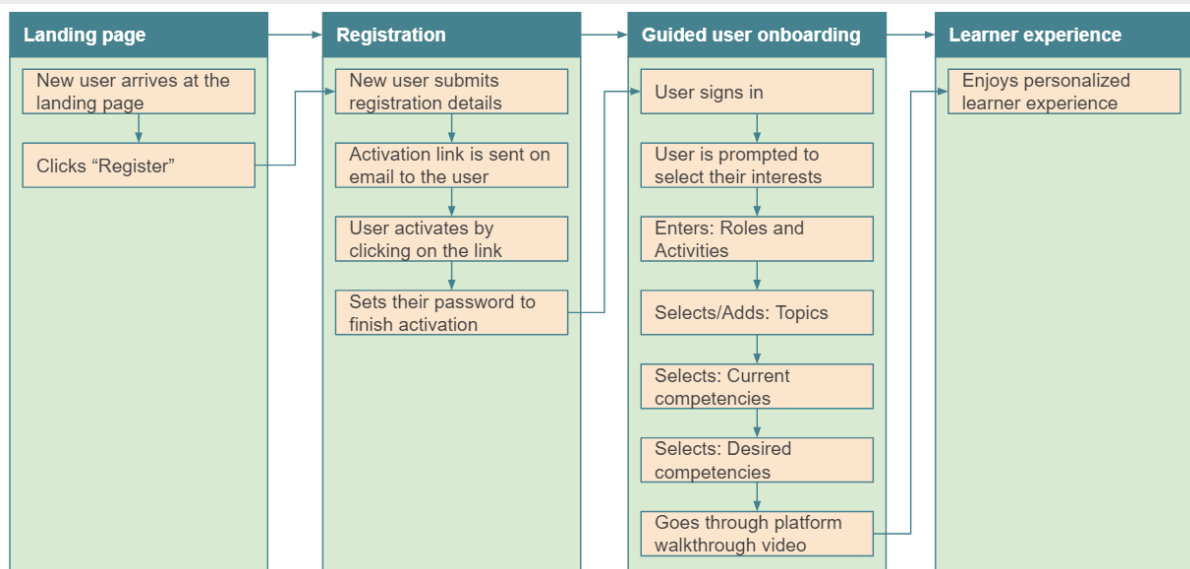
4. Click on “Sign in” (if already accounts is created) or “Register” (for new govt users)



Note: The learning progress is not calculated for the guest users who consumes the courses, also assessments are not available for the guest users

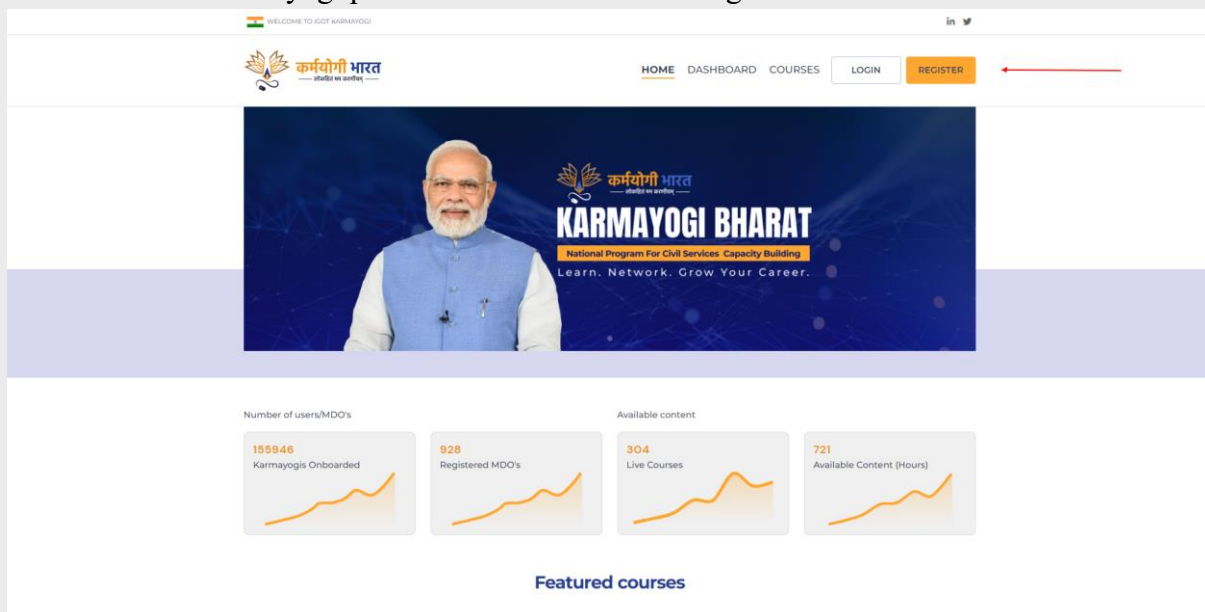
6. Self registration

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.

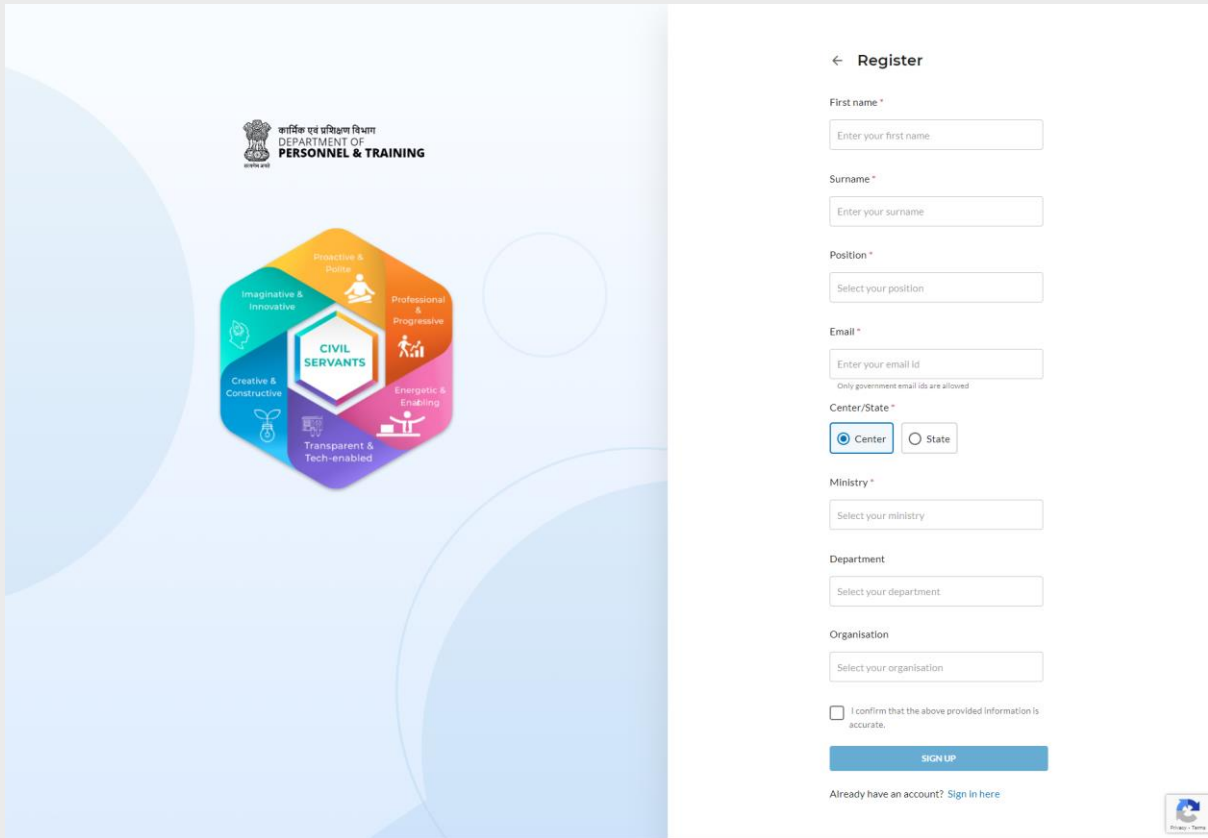


Users can self register to karmayogi portal by following the below steps

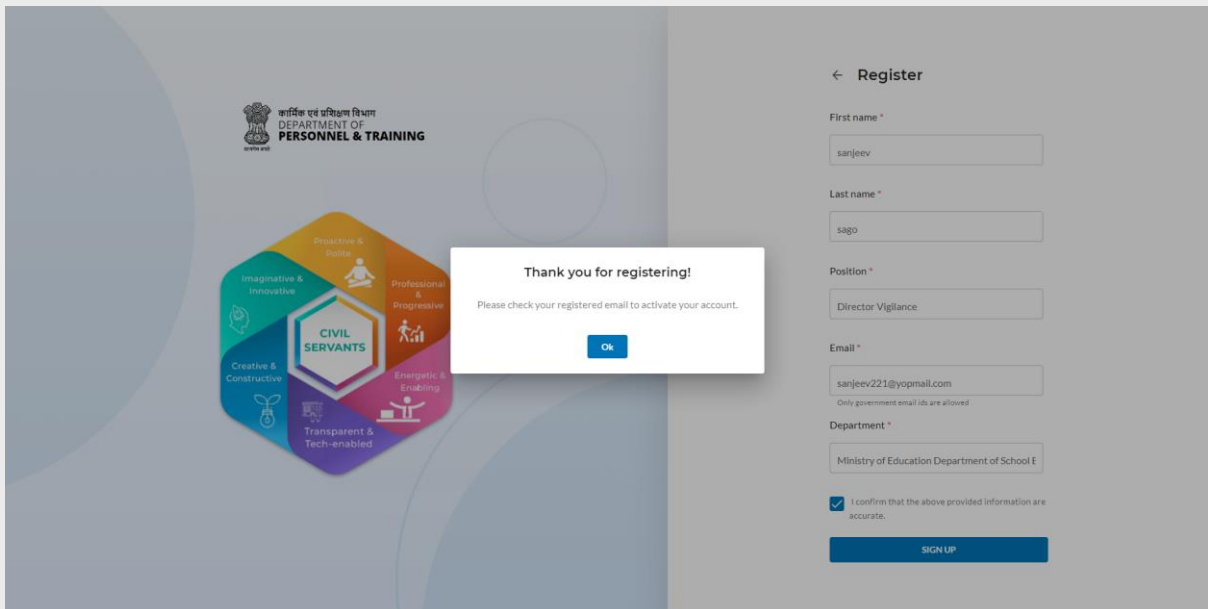
1. Launch the karmayogi portal URL and Click on “Register” button



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



3. Click on “SIGN UP”



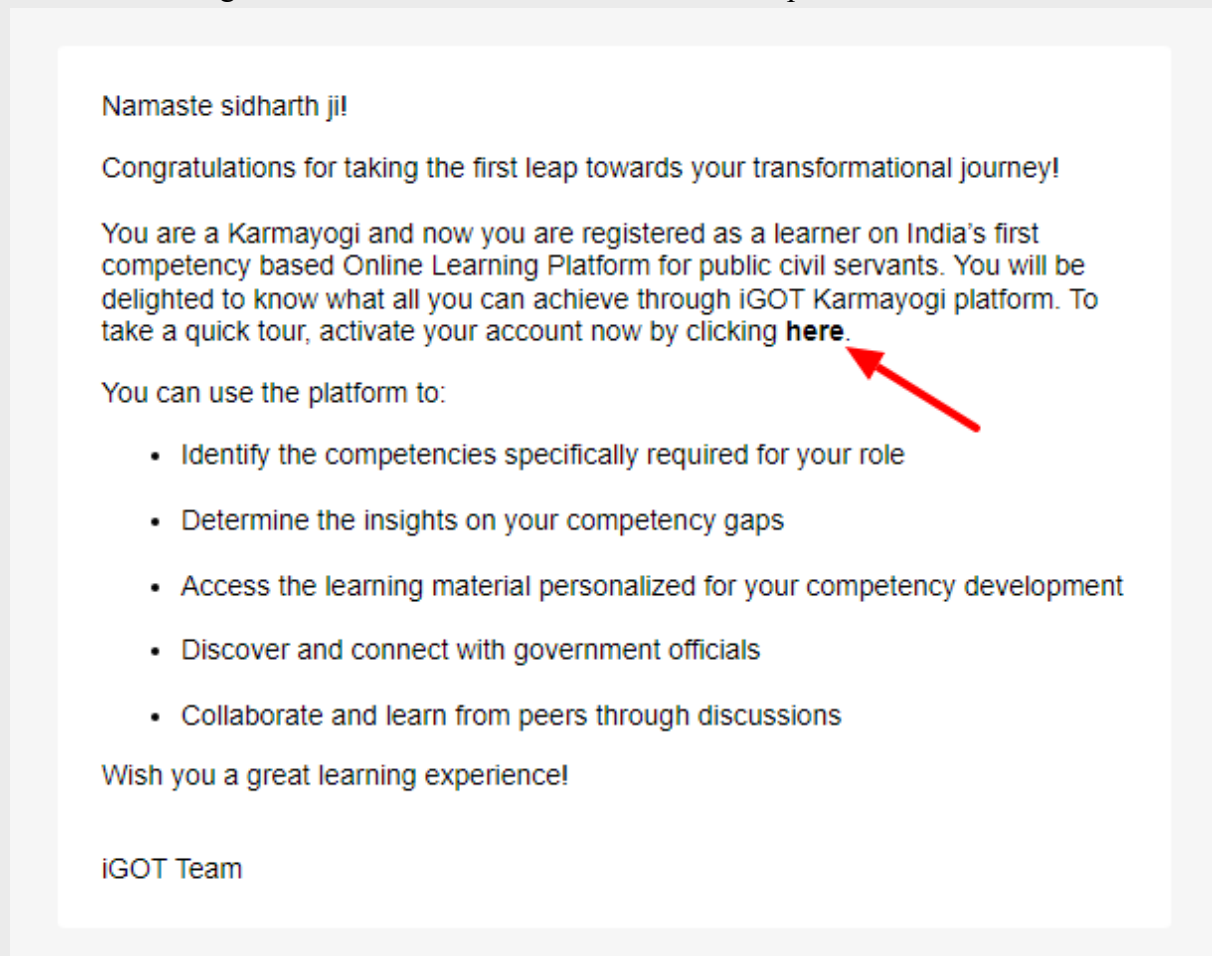
7. Login

7.1 Login after self registration

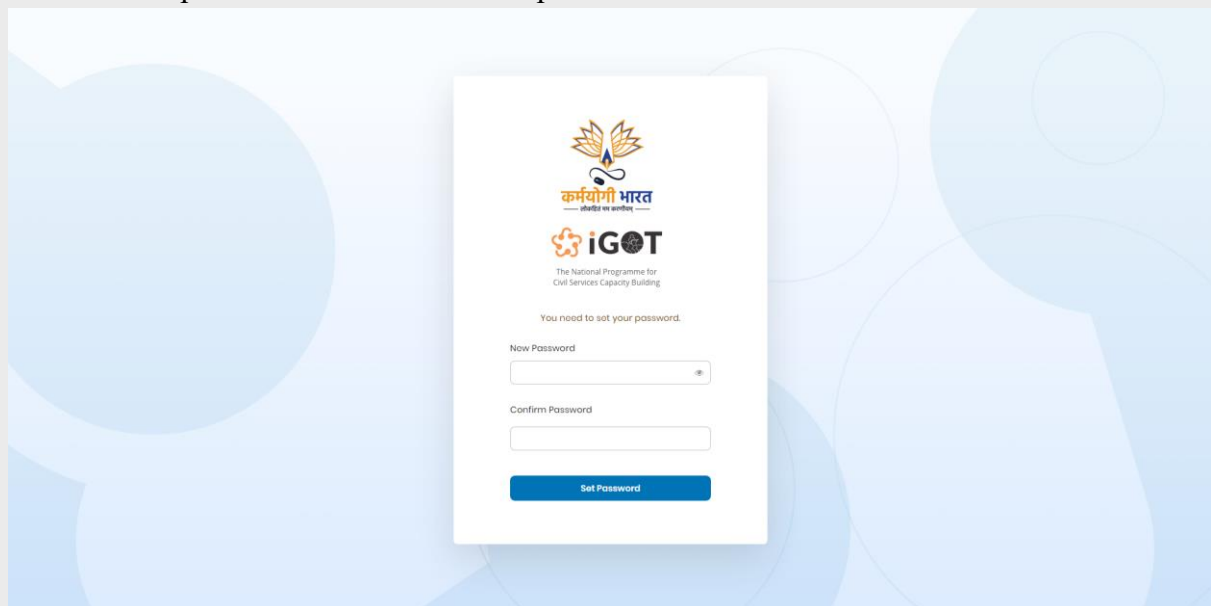
Once the iGOT user account gets created, they will receive an email to set the password.

Follow steps to set the password

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

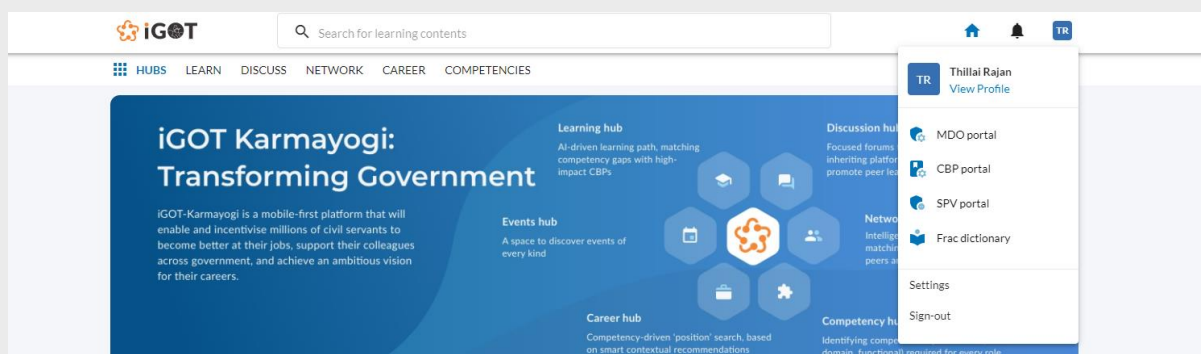


2. Enter the password and click on “Set password” button



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. 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.

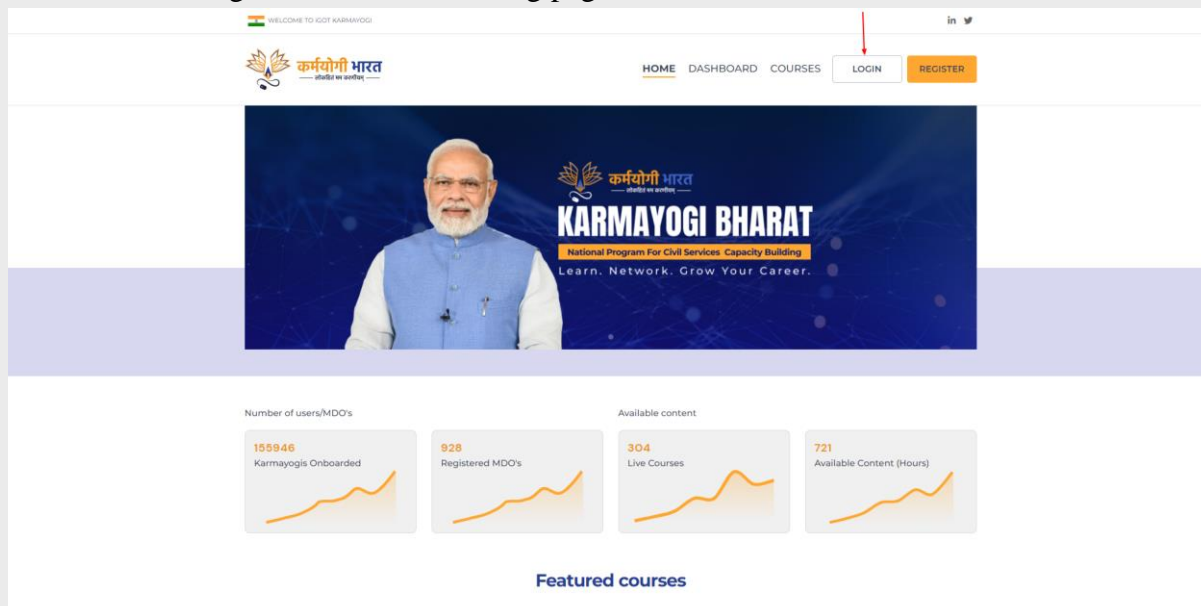


7.2 Login via parichay

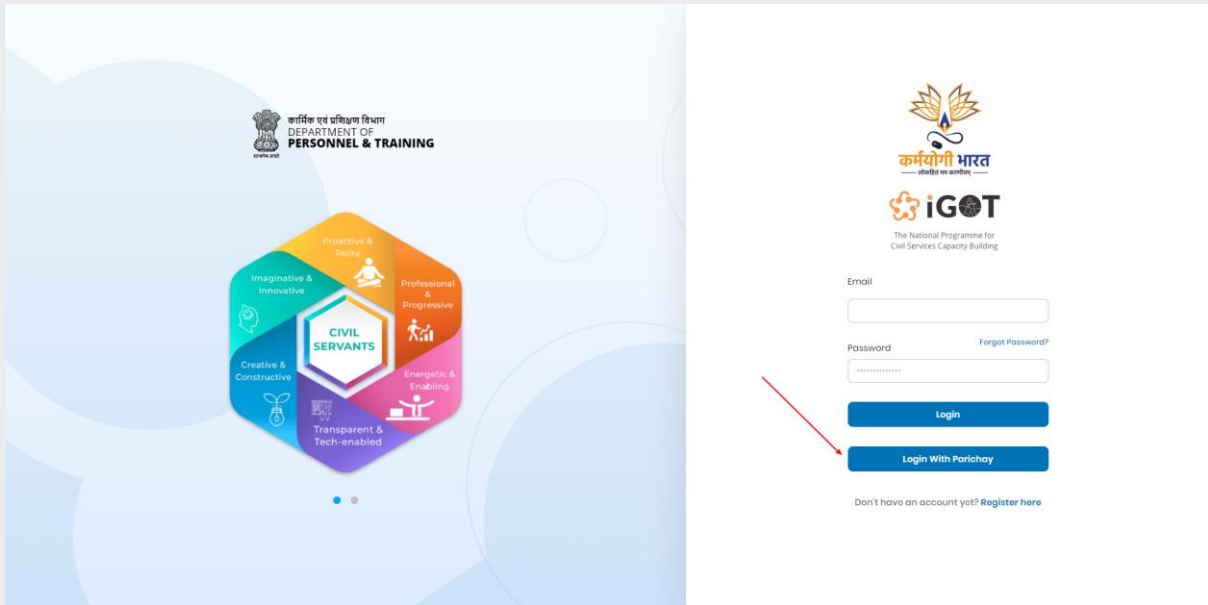
Once the iGOT user lands on the landing page, they have an option to either self register or sign in.

Follow the below steps to sign in to the iGOT Portal

1. Click on the login button in the landing page



2. Click on “Login via parichay” button



3. Enter the parichay credentials and click on “Next”



4. Enter the OTP received in registered mobile number



5. Once navigated back to the iGOT portal, provide the position, ministry/state information

Welcome to iGOT
Please fill the following information.

First name * Surname *

Email *
Only government email ids are allowed

Position *

Center/State * Center State

Ministry *

Department Organisation

I confirm that the above provided information is accurate.

6. Check the self declaration and click on “Save and Next” button

8. 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 Portal

Skip, I will do this later

1. Welcome

2. Role & Activities

3. Topics

4. Current competencies

5. Desired competencies

6. Platform walkthrough

Let's go

Welcome to iGOT

Let us take you through a quick guided onboarding to understand your interests at work. Knowing you better helps us give you a more personalized experience on the platform. This way you discover relevant and useful learning content in the easiest way possible. And don't worry, you can always update your interests later!

Your selections are automatically saved.

Next: 2. Role & Activities

2. Enter the role and activities , and click on “Add”

2. Enter all your roles and activities to complete your profile

1. Welcome

2. Role & Activities

3. Topics

4. Current competencies

5. Desired competencies

6. Platform walkthrough

Please list down your roles & activities as part of your position

Feel free to enter details in your own words, to the best of your understanding. This information will help us tailor a more personalized experience and add more relevant content on the platform.

Add role*

Stakeholder management

What is a role?

Type the role name

Add activities you perform as part of this role.*

collaborative documents into a folders

Type the activity and press enter

What is an activity?

Start adding the activities.

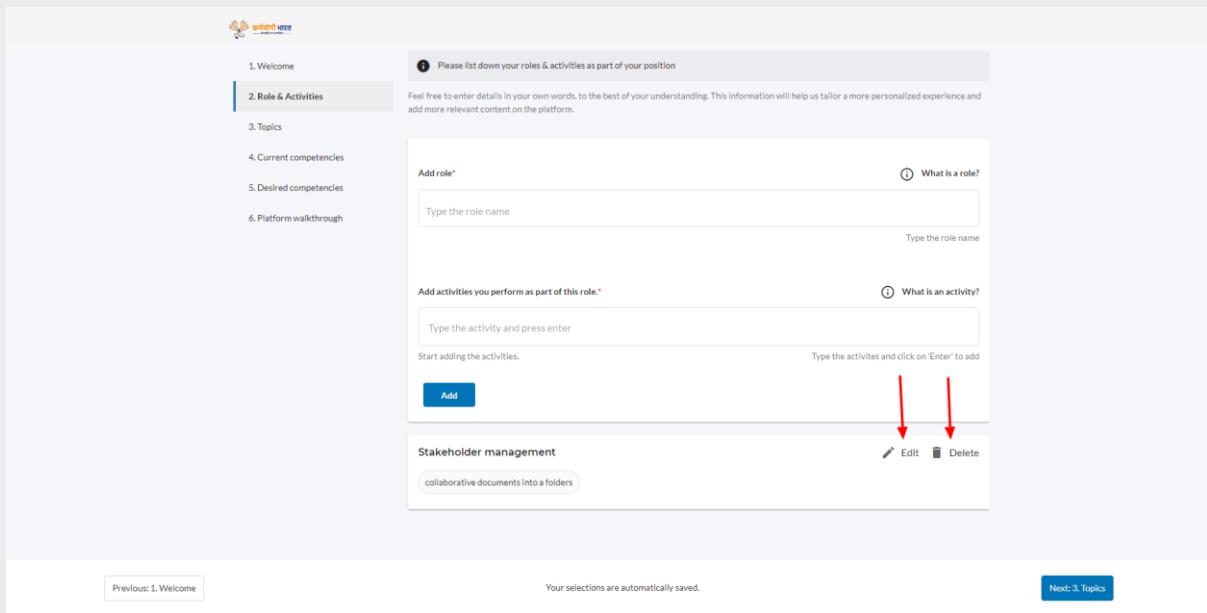
Type the activities and click on 'Enter' to add

Add

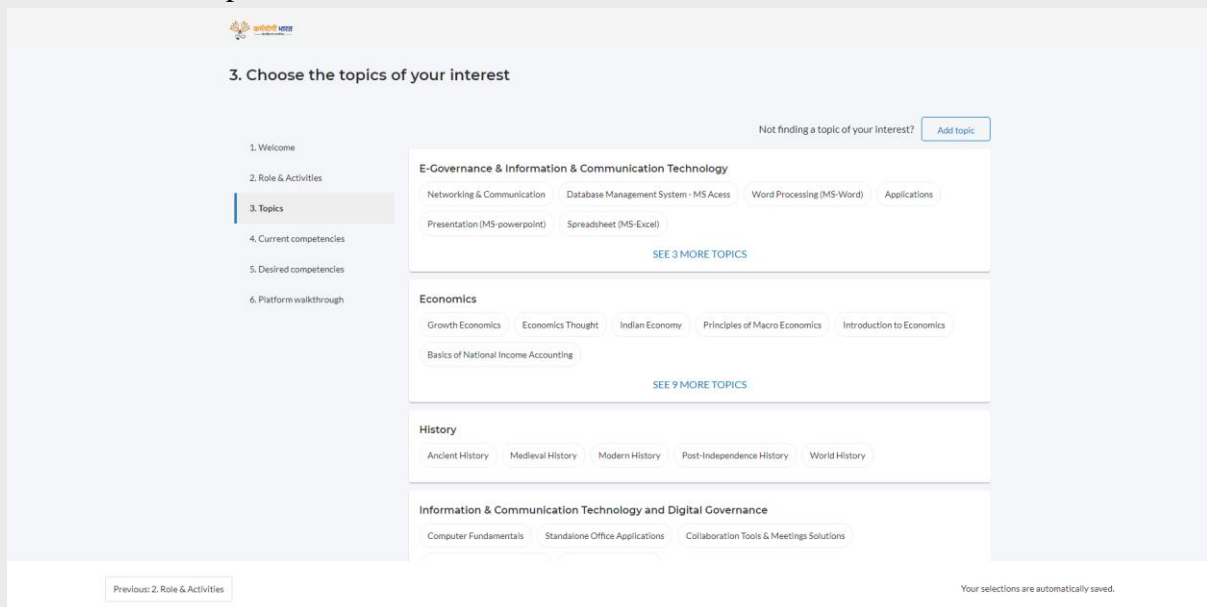
Previous: 1. Welcome

Your selections are automatically saved.

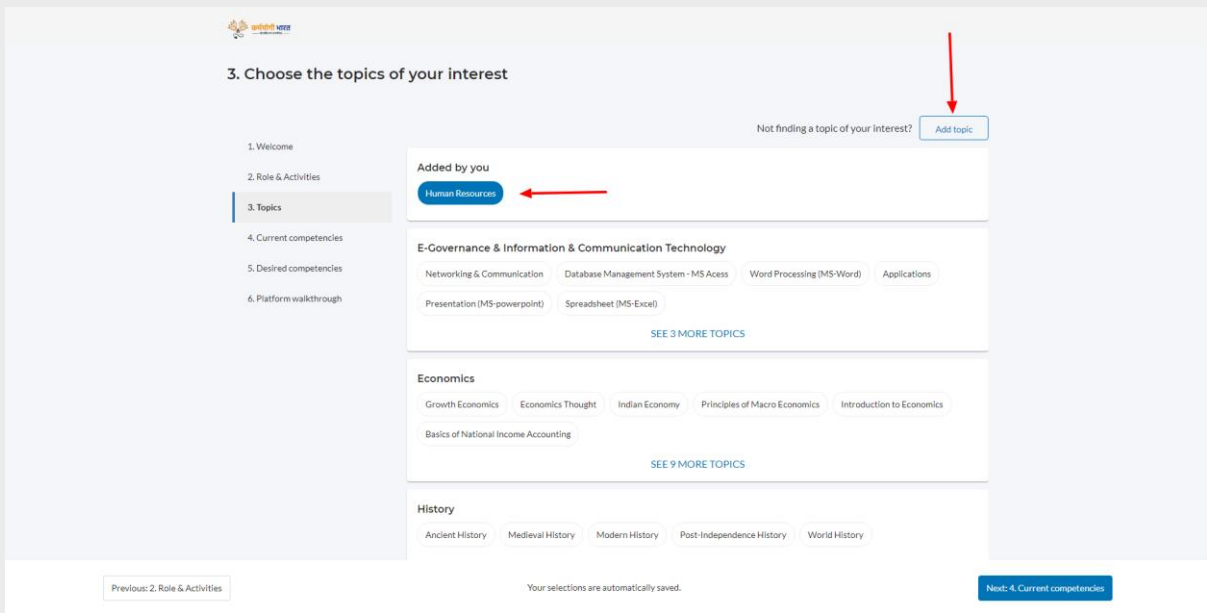
3. To edit or delete the added role & activity, click on “edit” or “delete” icon



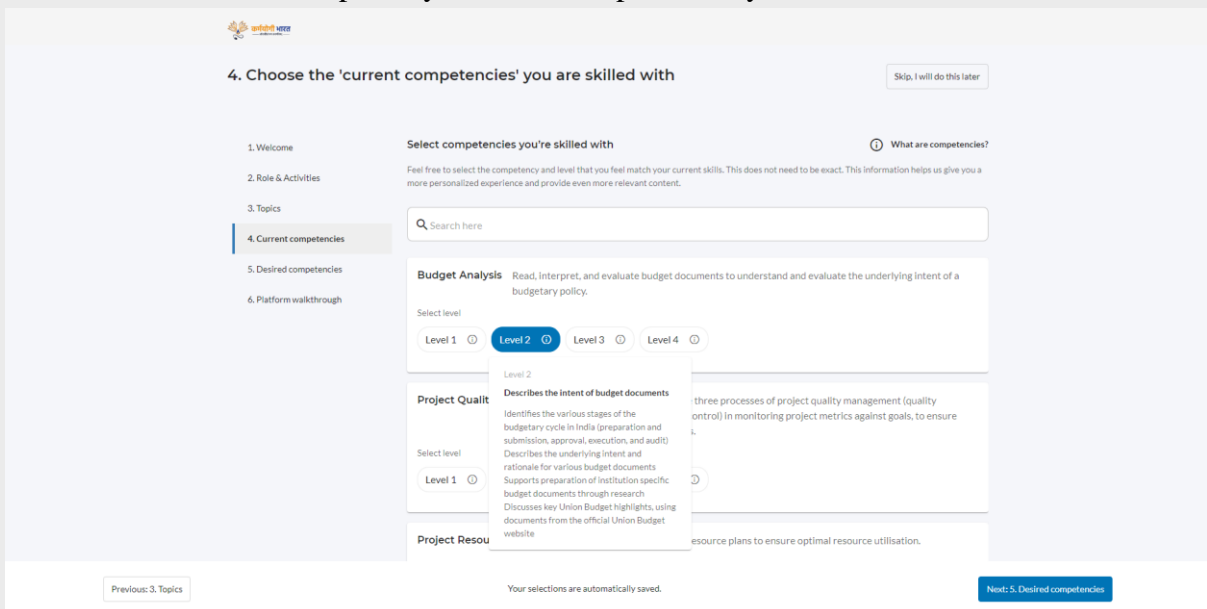
4. Select the topic of interest



5. To add a new topic click on “Add topic” and provide the details



6. Select the current competency with level of proficiency



7. Select the desired competency with level of proficiency

5. Choose the competencies you desire to possess Skip, I will do this later

1. Welcome
2. Role & Activities
3. Topics
4. Current competencies
5. Desired competencies
6. Platform walkthrough

Select competencies you want to possess What are competencies?

Feel free to select competencies that you feel will help you improve and deliver better at your workplace. This does not need to be exact. This information helps us give you a more personalized experience and provide even more relevant content.

Search here

Project Quality Management Understand and apply the three processes of project quality management (quality planning, assurance, and control) in monitoring project metrics against goals, to ensure continuous improvements.

Select level
Level 1 Level 2 Level 3 Level 4

Project Resource Planning Develop and assess project resource plans to ensure optimal resource utilisation.

Select level
Level 1 Level 2 Level 3 Level 4 Level 5

Project Scoping Develop project scope statements that include key activities, resource, timelines, and deliverables, to ensure the project is accomplished in a timely manner.

Previous: 4. Current competencies Next: 6. Platform walkthrough

Your selections are automatically saved.

8. View the platform walkthrough and click on “Done”

6. Watch the IGOT platform walkthrough

1. Welcome
2. Role & Activities
3. Topics
4. Current competencies
5. Desired competencies
6. Platform walkthrough

Office of Human Resources & Training
IGOT KARMAYOGI

0:00 / 7:15

Previous: 5. Desired competencies Done

Your selections are automatically saved.

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

igot.gov.in Search for learning contents

EXPLORE | LEARN | DISCUSS | NETWORK | CAREERS | COMPETENCIES | EVENTS

igOT Karmayogi: Transforming Government

igOT Karmayogi is a multi-tier platform that will enable and accelerate millions of civil servants to become better at their jobs, support their colleagues across government, and secure an ambitious vision for their careers.

Learning hub
An online learning path, featuring competency gaps with high-level courses.

Events hub
Events to discover events of your kind.

Career hub
Competitions, awards, courses, based on skill, educational, professional.

Discussion hub
Applied theories for practitioners by providing platform to exchange to improve your learning.

Network hub
Helping professionals to reach out to others to learn and share their expertise.

Competency hub
Identifying competencies (Behavioral, domain, functional) required for every role.

LEARN | Continue learning

COURSE **Microsoft Word Beginners**
Welcome to the course that offers a beginner's guide to Microsoft Word.

COURSE **Central Government Health...**
Central Government Health Scheme (CGHS) & Central Services (MA) Rates

COURSE **Parliamentary Procedures**
Course on Parliamentary Procedures

COURSE **Effective Communication**
Effective Communication

COURSE **SharePoint**
Welcome to the Microsoft SharePoint Course. Here you'll learn how you can...

COURSE **Microsoft Excel for Beginne...**
Welcome to Excel, This Excel Course

COURSE **Microsoft PowerPoint Begl...**
Welcome to the course that offers a beginner's guide to Microsoft

COURSE **Excel Advanced**
Microsoft Office 365 Productivity Suite Training for government officials

DAKSHTA Courses

COURSE **Noting and Drafting**
This course will guide you about noting and drafting a superior level work

COURSE **Public Procurement Fram...**
Government organisations procure wide variety of goods and services.

COURSE **Code of Conduct**
Course on Code of Conduct

COURSE **Office Procedure**
Office Procedures

Newly added courses

COURSE **Acquisition of Land for Def...**
An Act to ensure, in consultation with institutions of local self-government

COURSE **Central Government Health...**
Central Government Health Scheme (CGHS) & Central Services (MA) Rates

COURSE **110th Level D Final Assessment**
110th Level D Assessment

COURSE **Disaster Management - Role of...**
Disaster Management Role of Telecommunication

DISCUSS | Trending discussions

Microsoft Word Beginners
Although I have successfully completed the course, no certificate has been issued in favour of me. So, kindly guide on how to download certificate?

RTIMS Powerail Processing
how can open prms

Parliamentary Procedures
Non availability of Content

NETWORK | Connect with people you may know

Maths Jaisal CSE Karmayogi

K Sander CSE Karmayogi

Jaan Kharaj CSE Karmayogi

Mayank Vats CSE Karmayogi

CAREERS | Latest openings

Hubs
Learn
Discuss
Network
Career
Competencies
Events

Related links
CBP Portal
Frac Dictionary

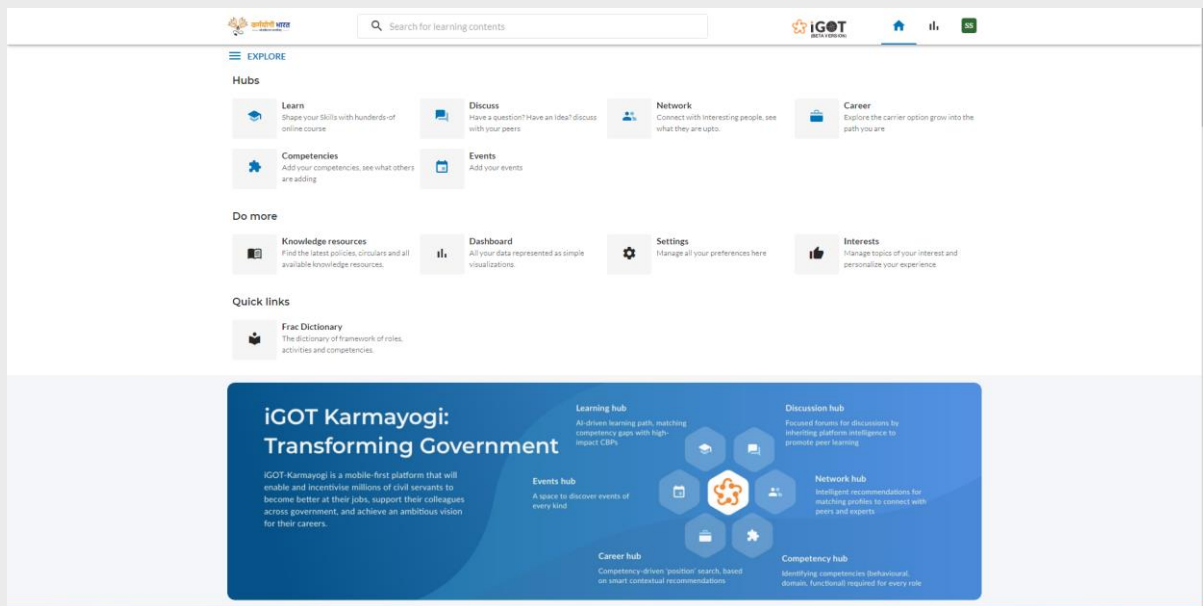
Support
Frequently asked questions
Contact Us

About us
Karmayogi Bharat

igOT

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9. 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

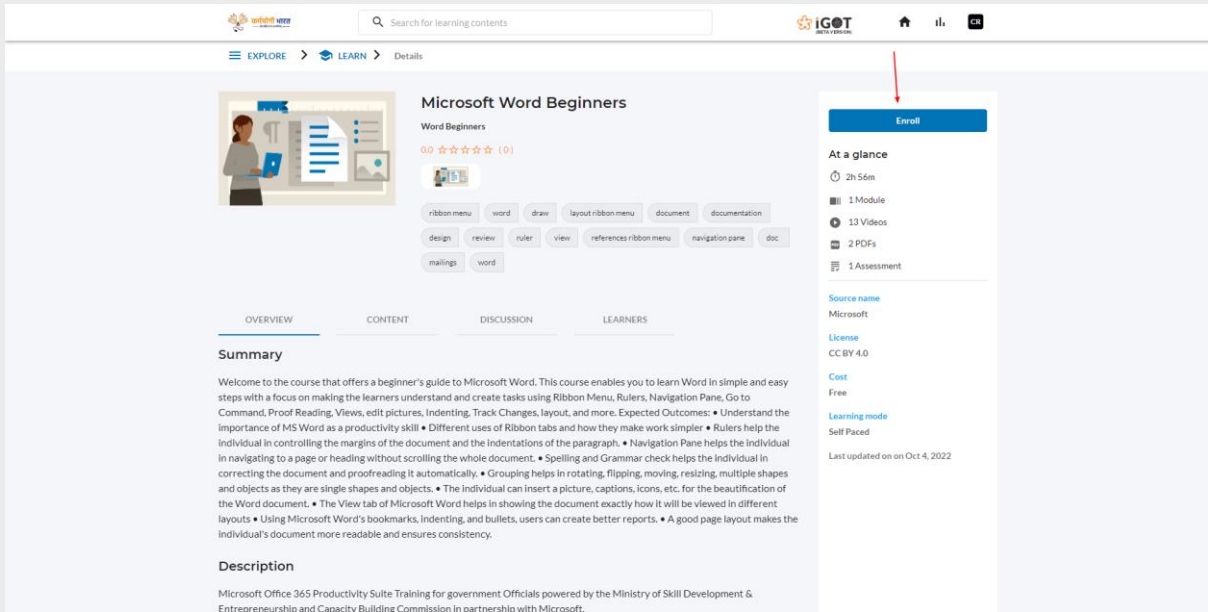
9.1 Learn Hub

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.

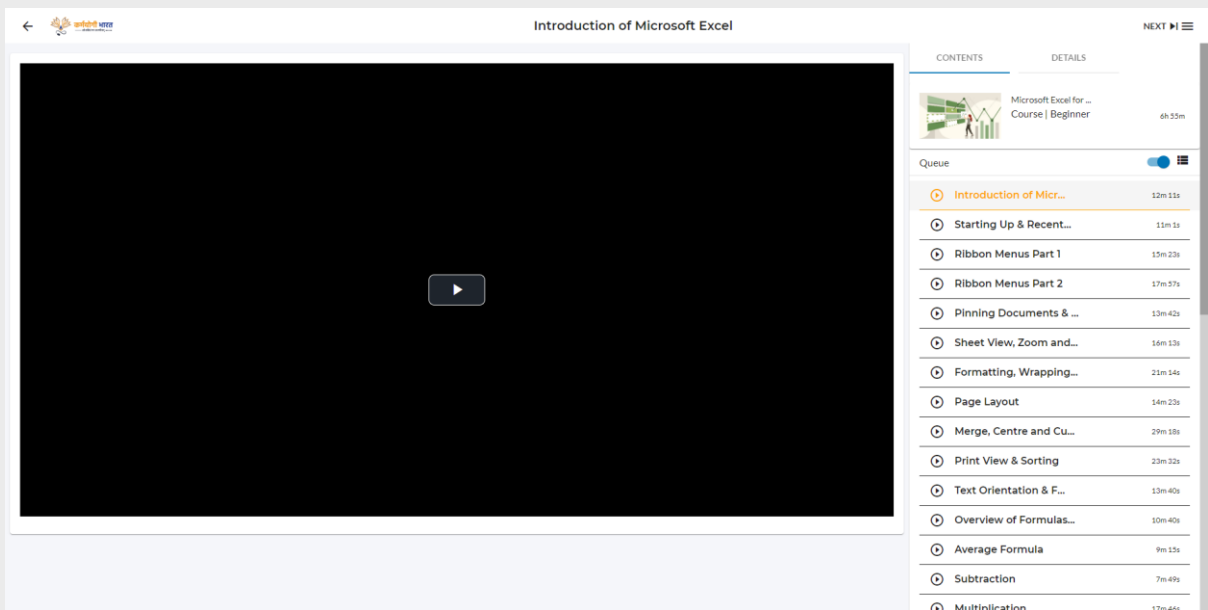
9.1.1 Content Consumption

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

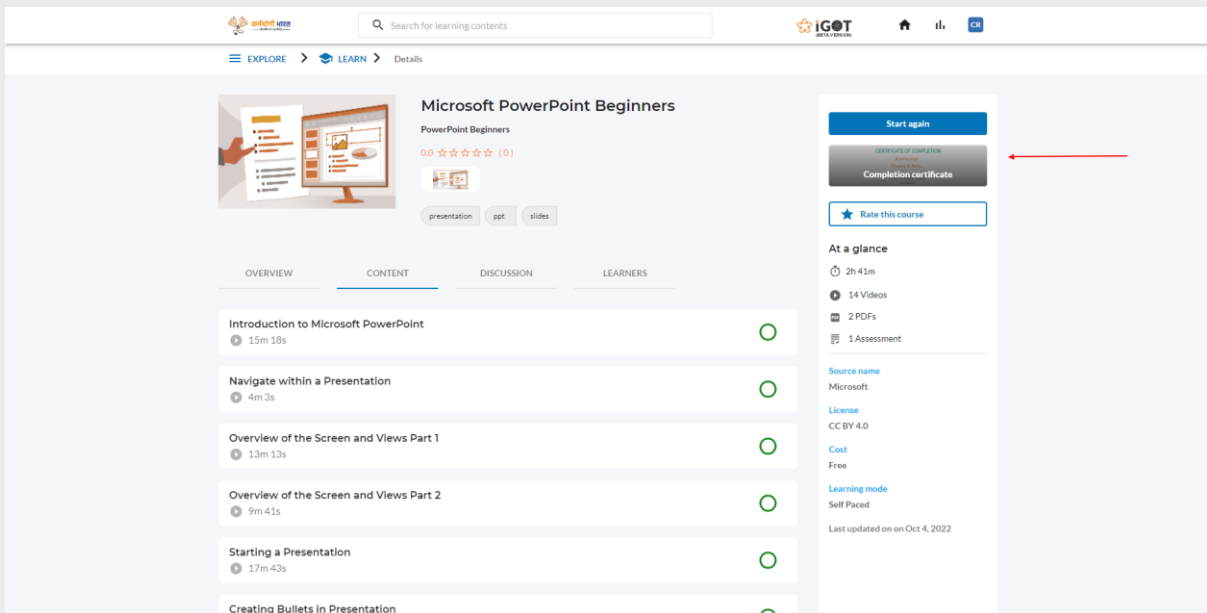
User clicks on the "Enroll" button and then "Start" button to start consuming the course.



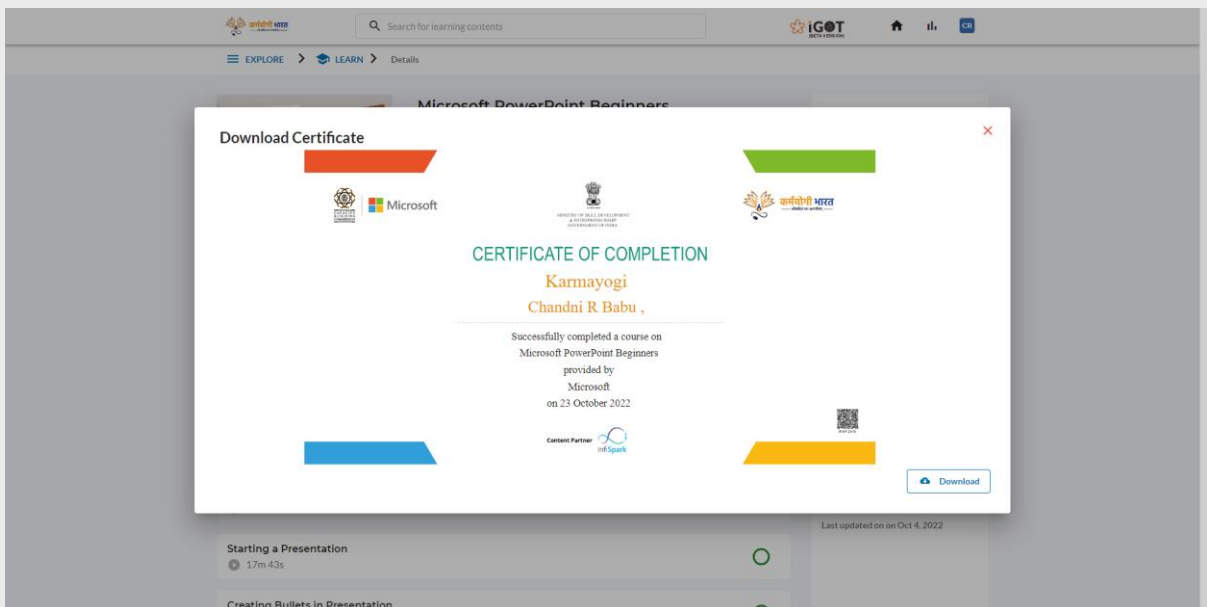
Once the start button is clicked the user will navigate to the content consumption screen as shown below.



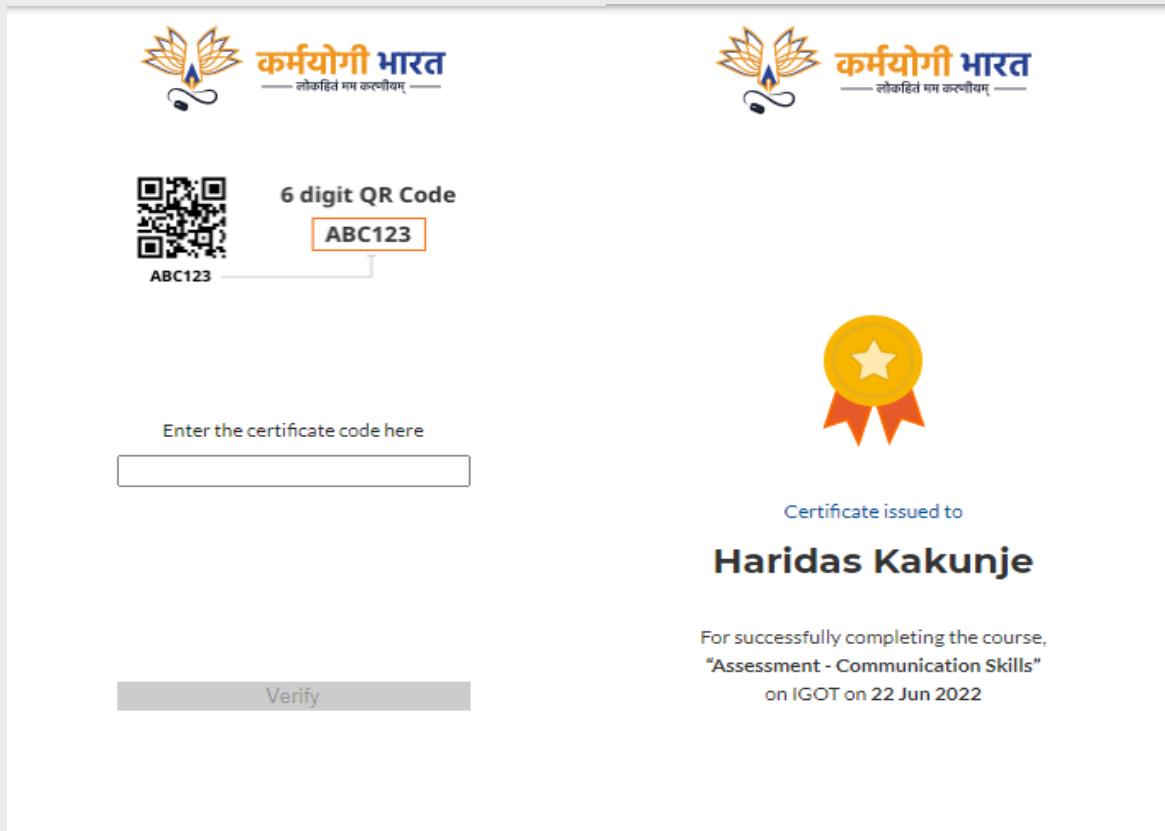
As soon as the user completes a course, a certificate will be displayed as shown below (Note: only if content creator has uploaded one)



To download the certificate, click on the certificate card



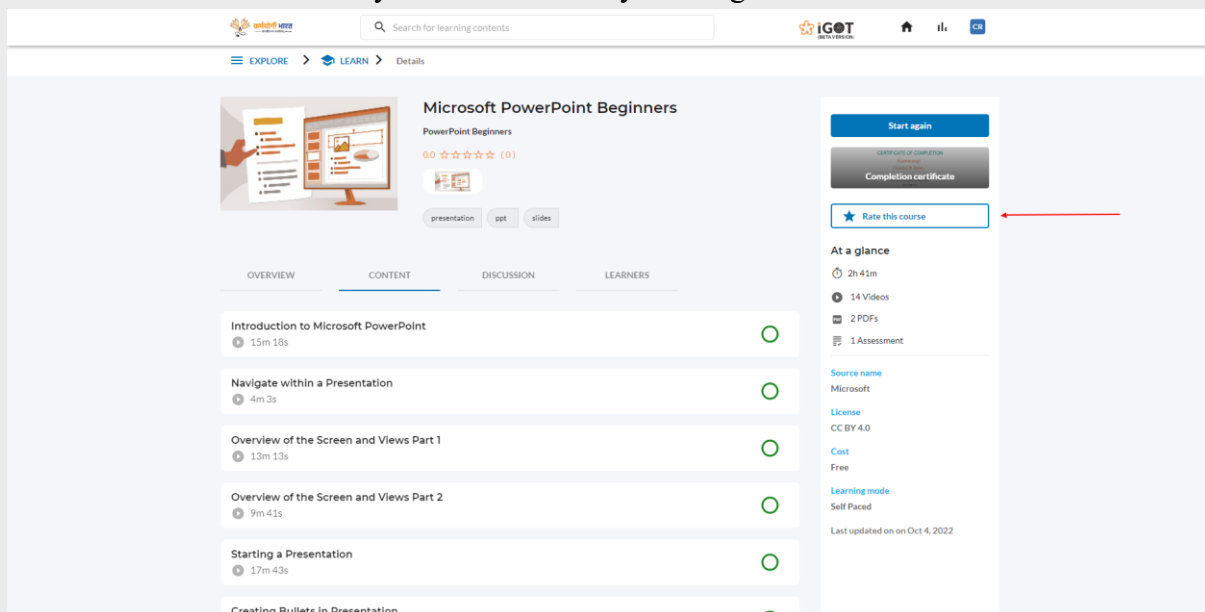
Completed courses will be displayed under user profile. To get a digital certificate, users can scan the QR code.



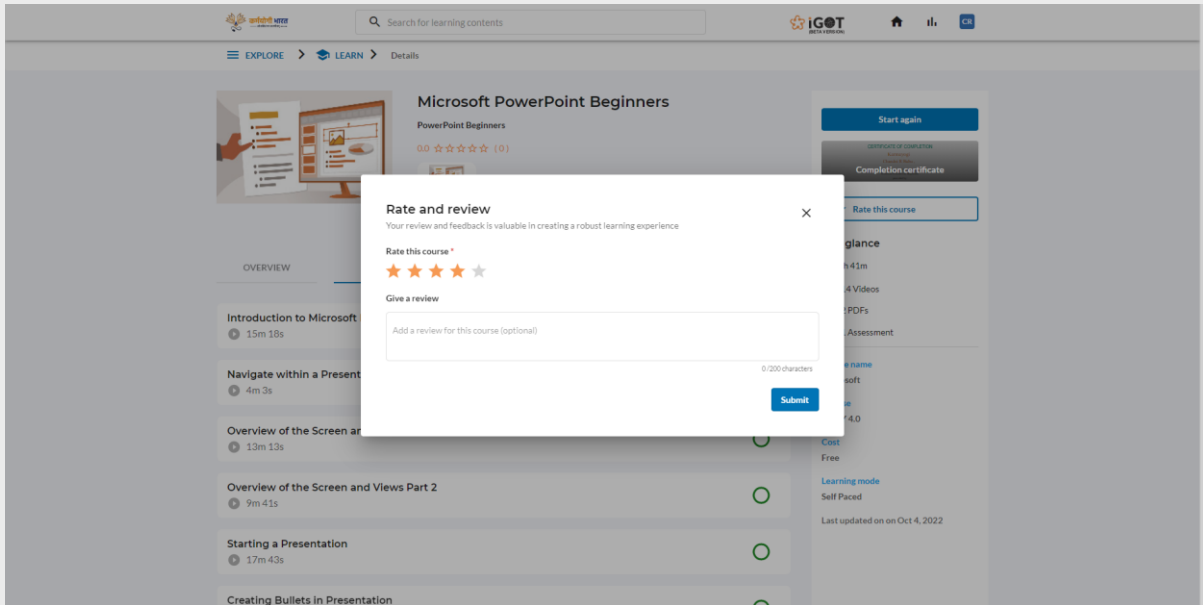
To consume the course again, user can click on the “Start again” button

9.1.2 Rate this course/program

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

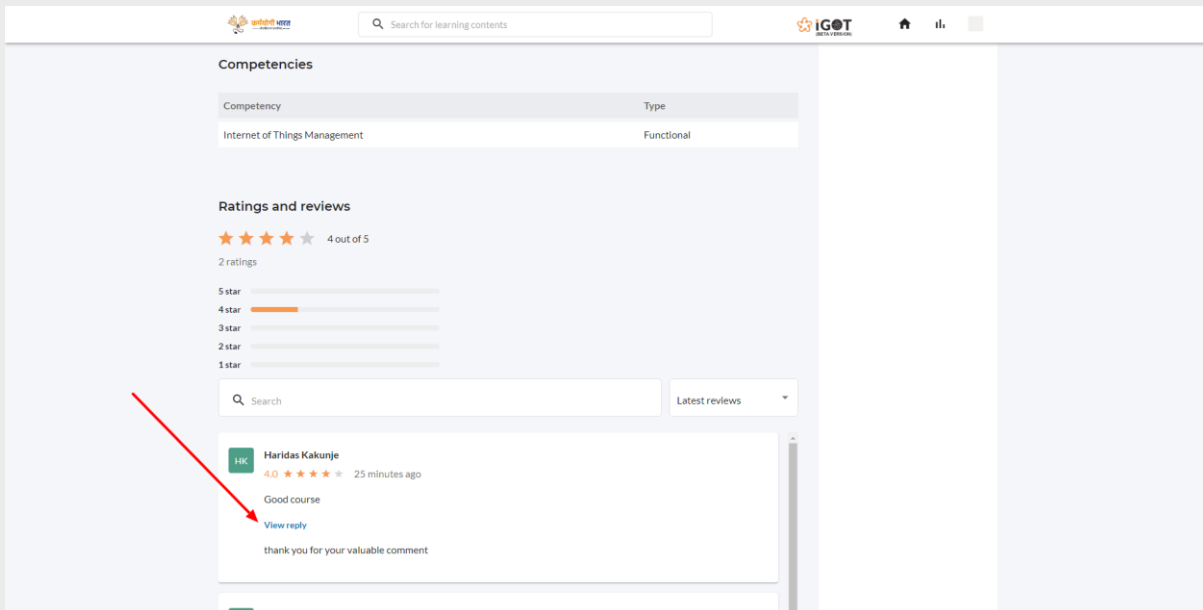


Choose the rating star and provide the review comment in the comment box which is optional and click on “Submit”



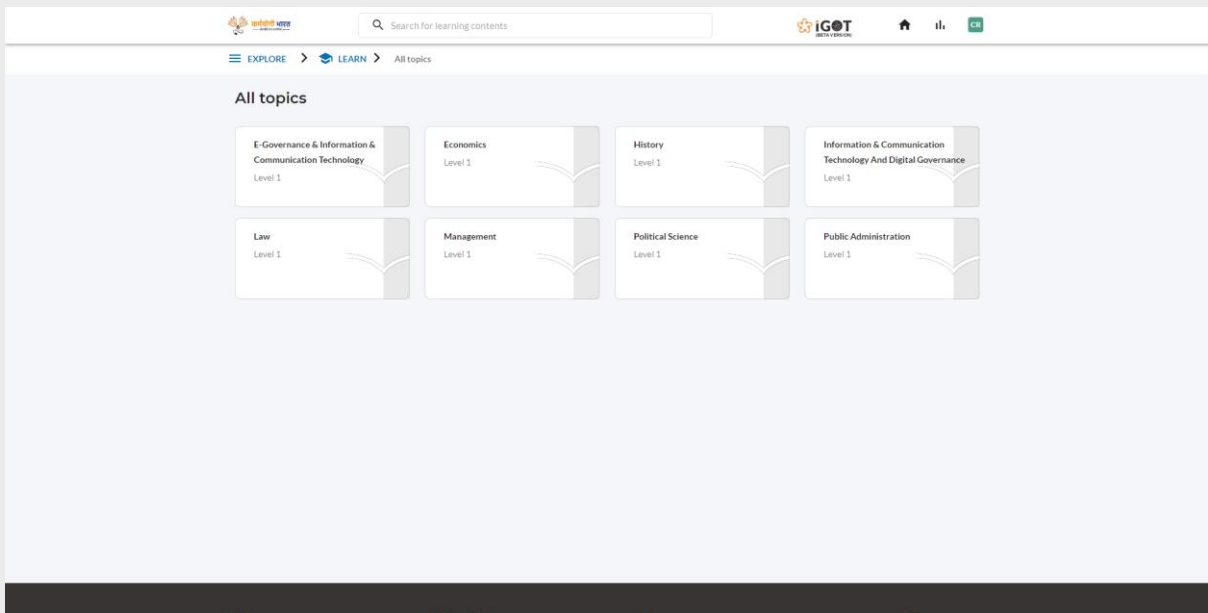
The ratings and reviews will be displayed in the course overview page

Learners can view the replies from the content creator in the course overview page. For that click on the overview tab and click of “view reply”

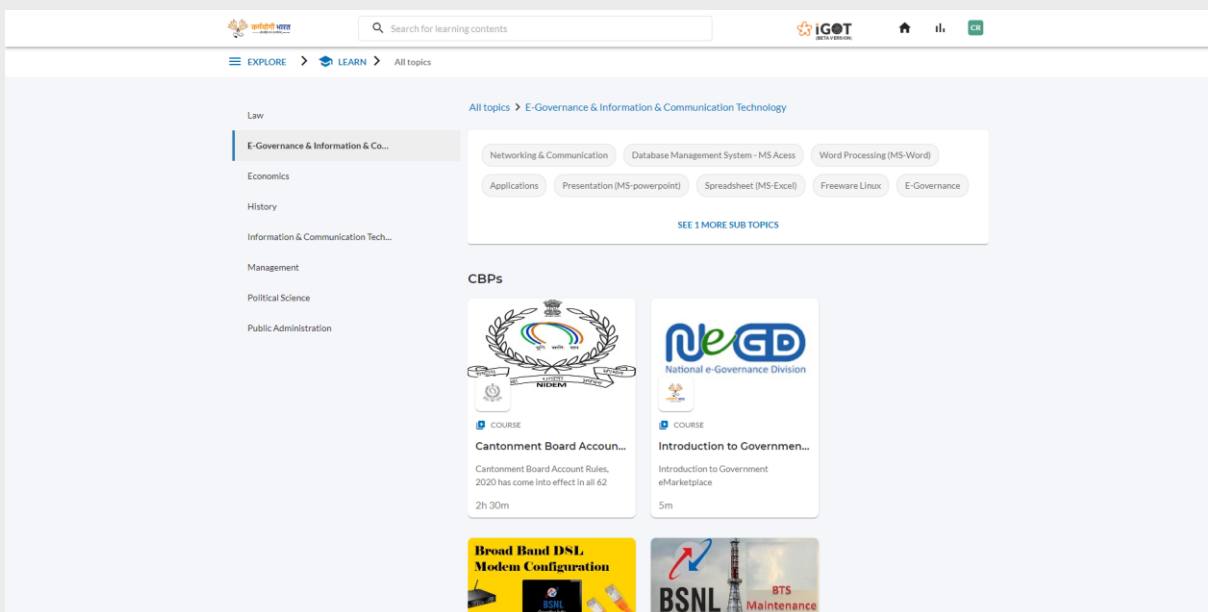


9.1.3 Explore by topic, competency and provider

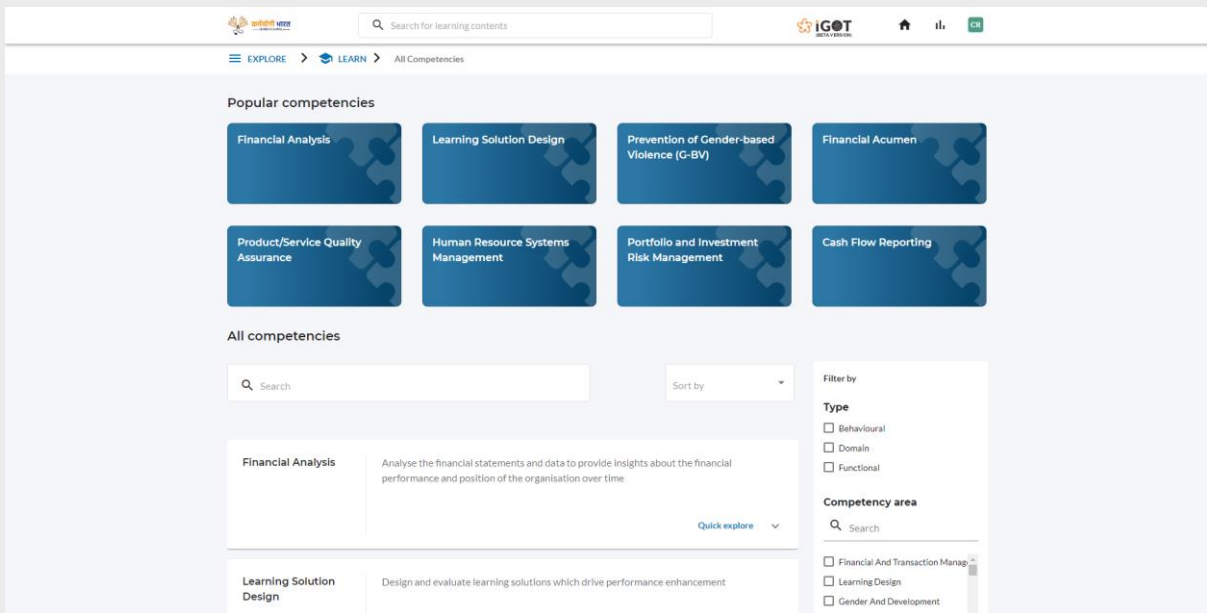
User clicks on the “Explore by topic” to land on the below screen where courses are classified into different categories.



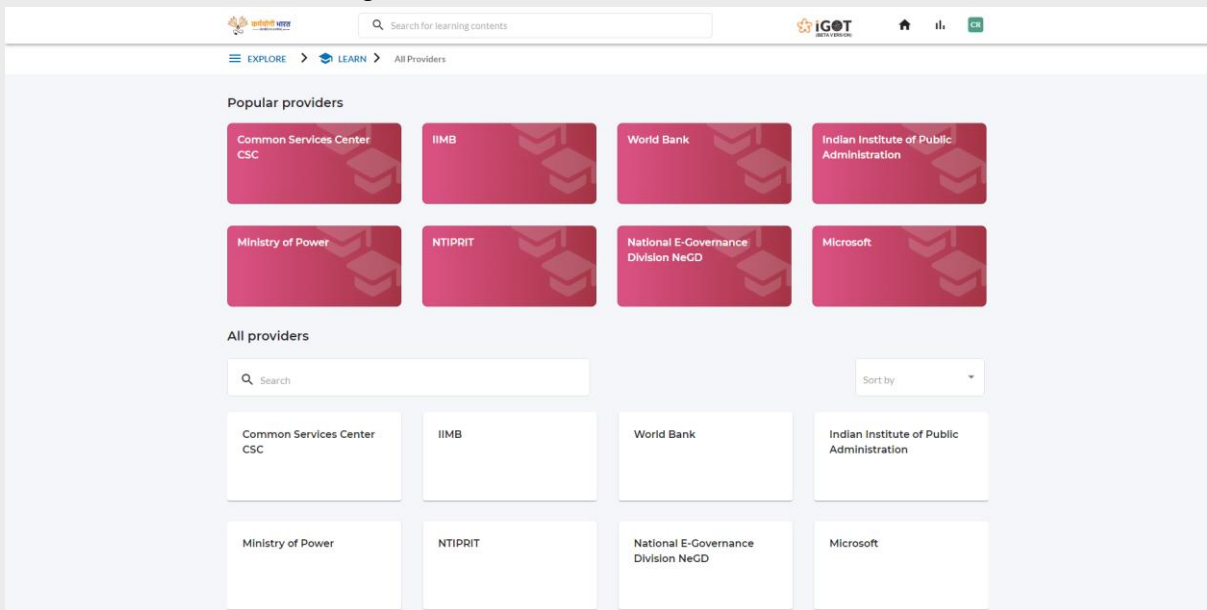
Clicking on any topics from the above page, the user will land on the below screen where the list of courses based on the selected topic can be viewed.



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



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

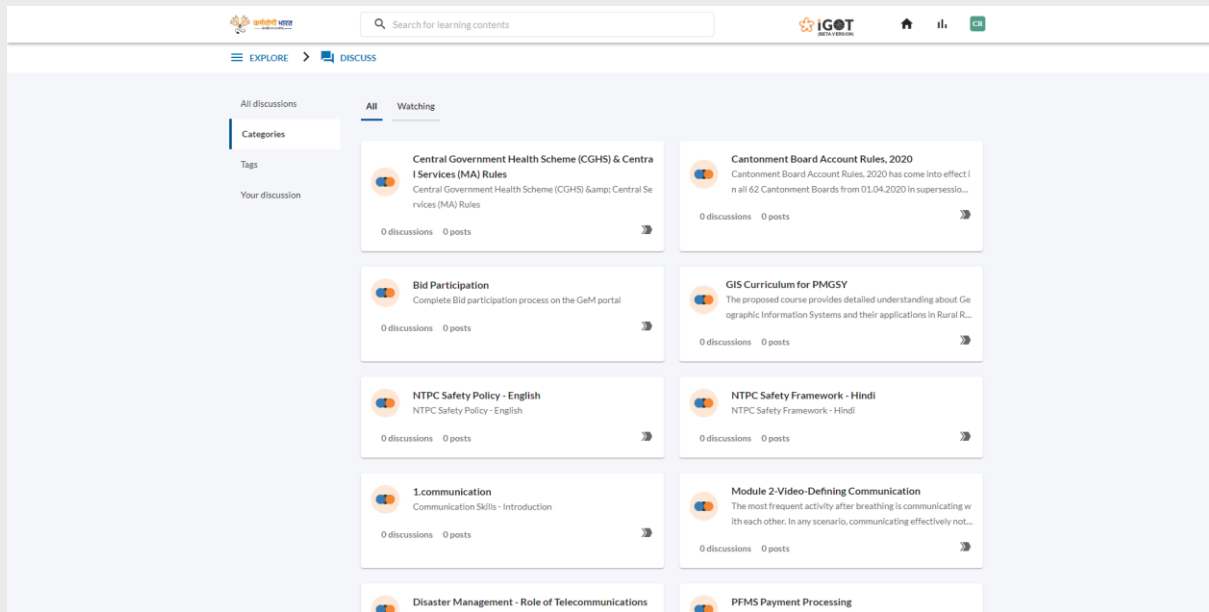


9.2 Discuss Hub

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.

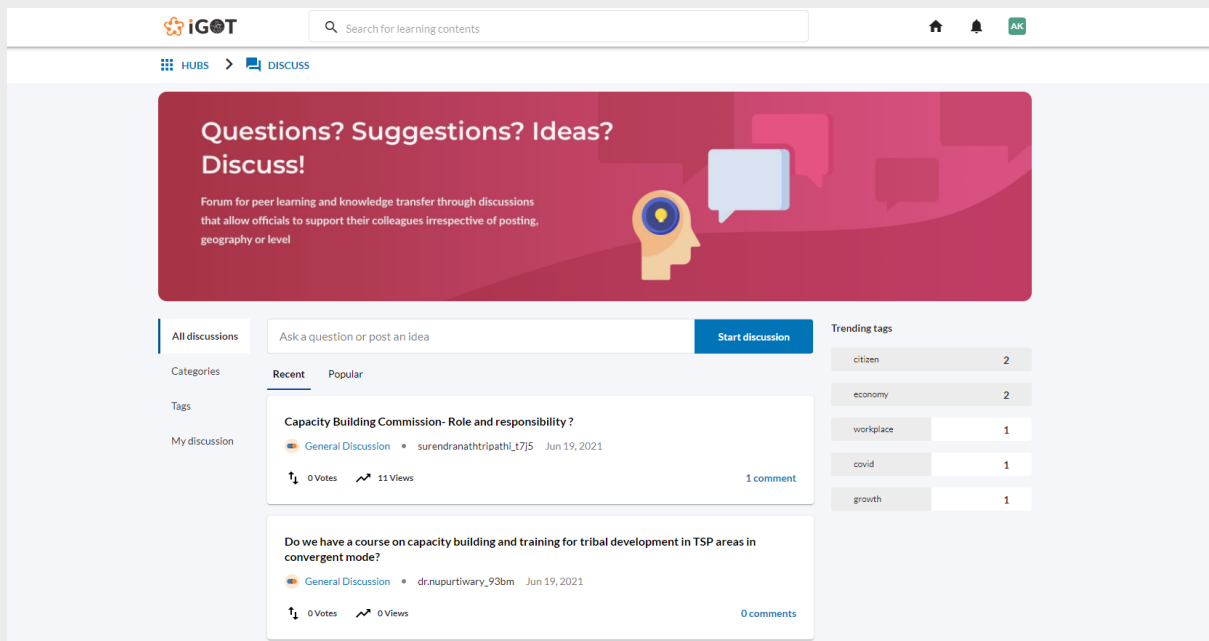
9.2.1 Categories

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.

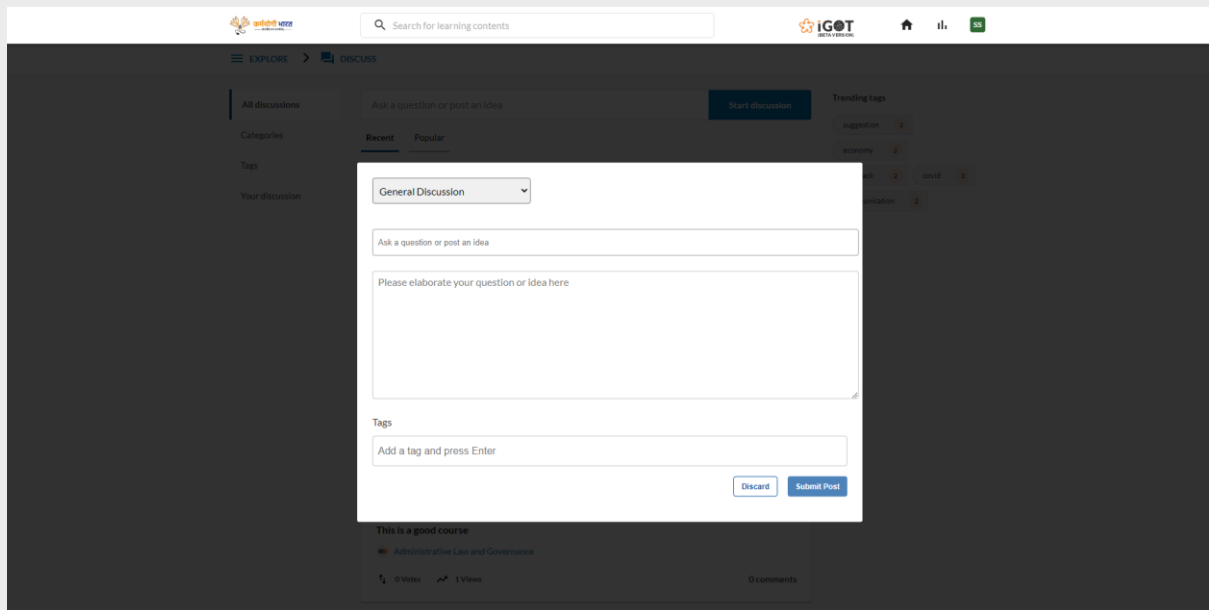


9.2.2 All Discussions

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



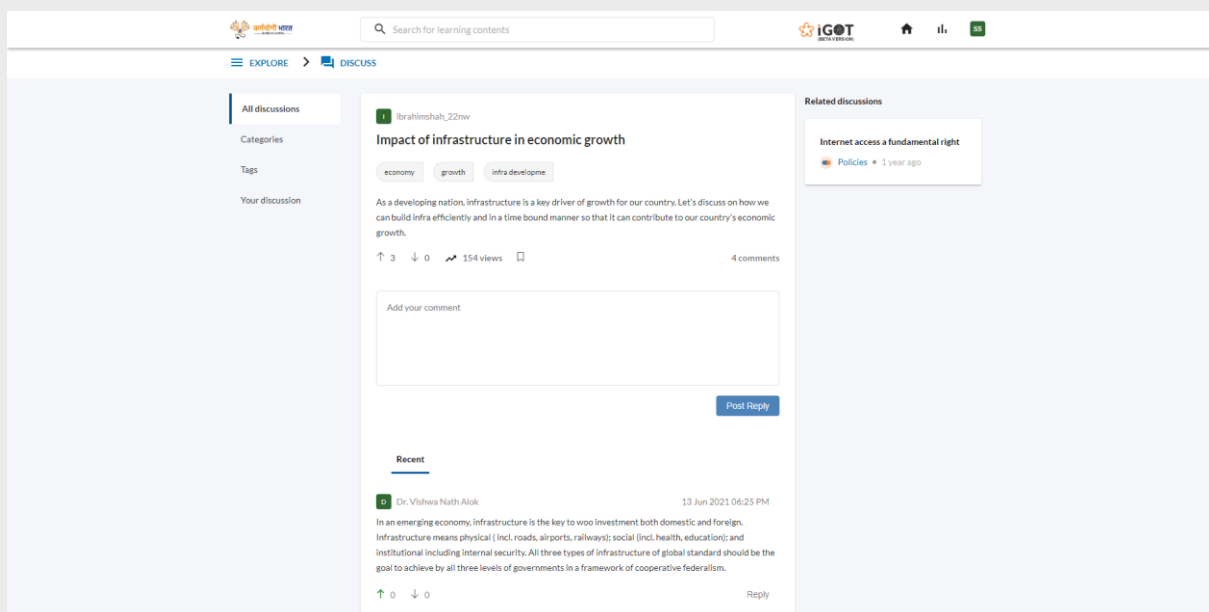
Users can start a discussion by clicking on the “Start discussion” button. A popup will open where they can post their ideas, also they will have the option to categorize and add tags to their post.



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

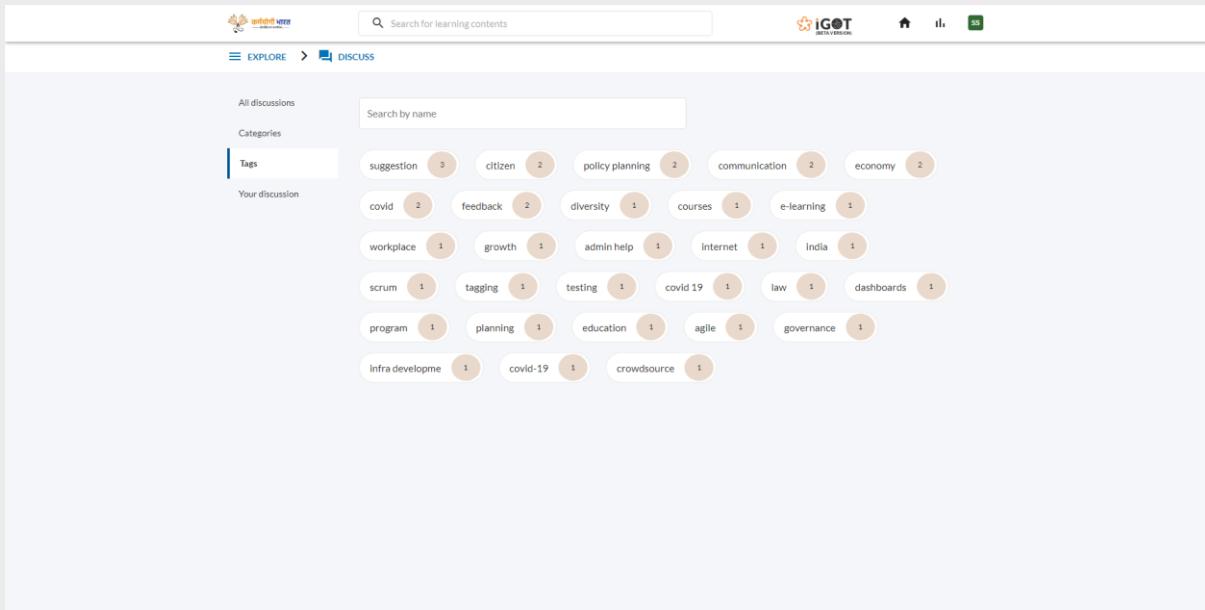
By clicking on any post/topic ,the user will be directed to the details of the post.

- 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

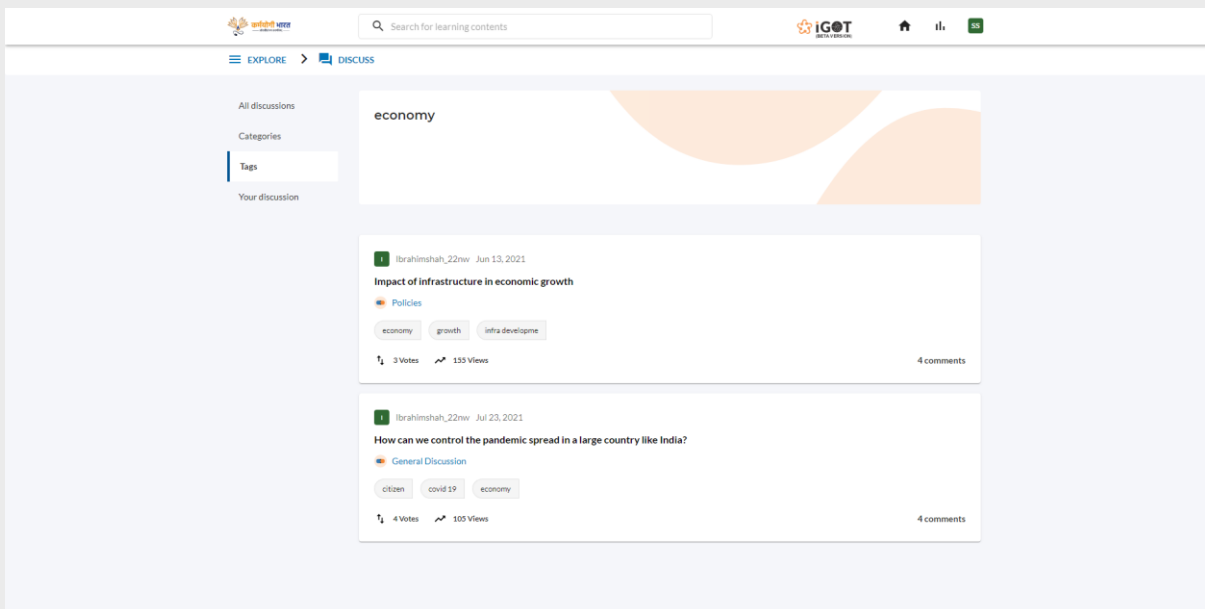


9.2.3 Tags

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.



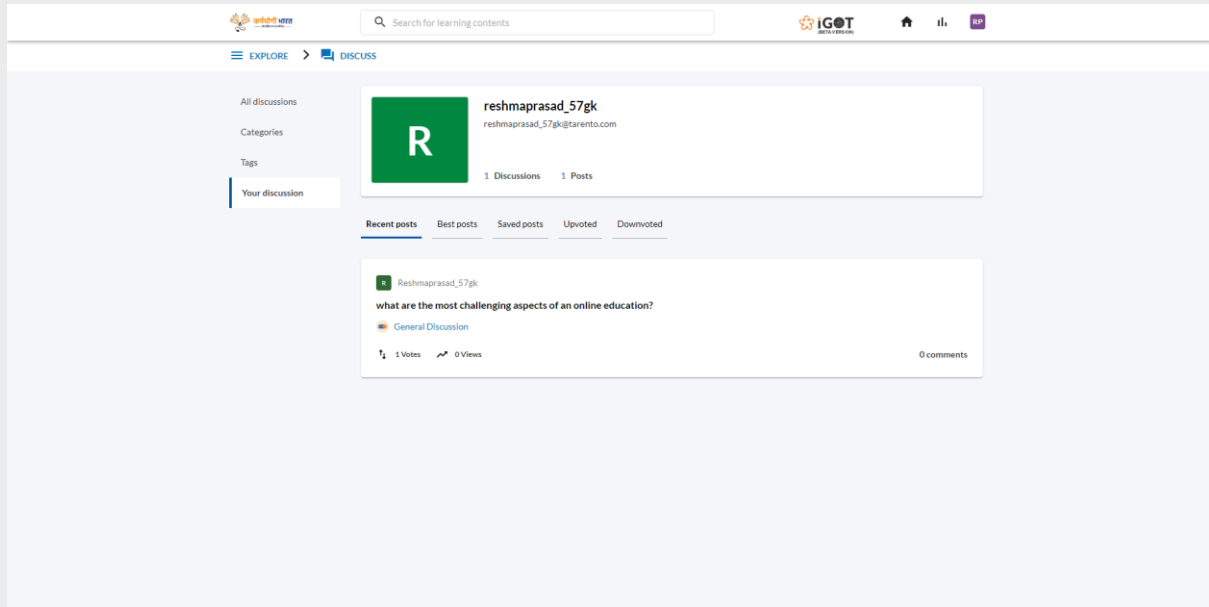
As the user clicks on any tags, a list of discussions with the selected tag will be displayed as below.



9.2.4 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

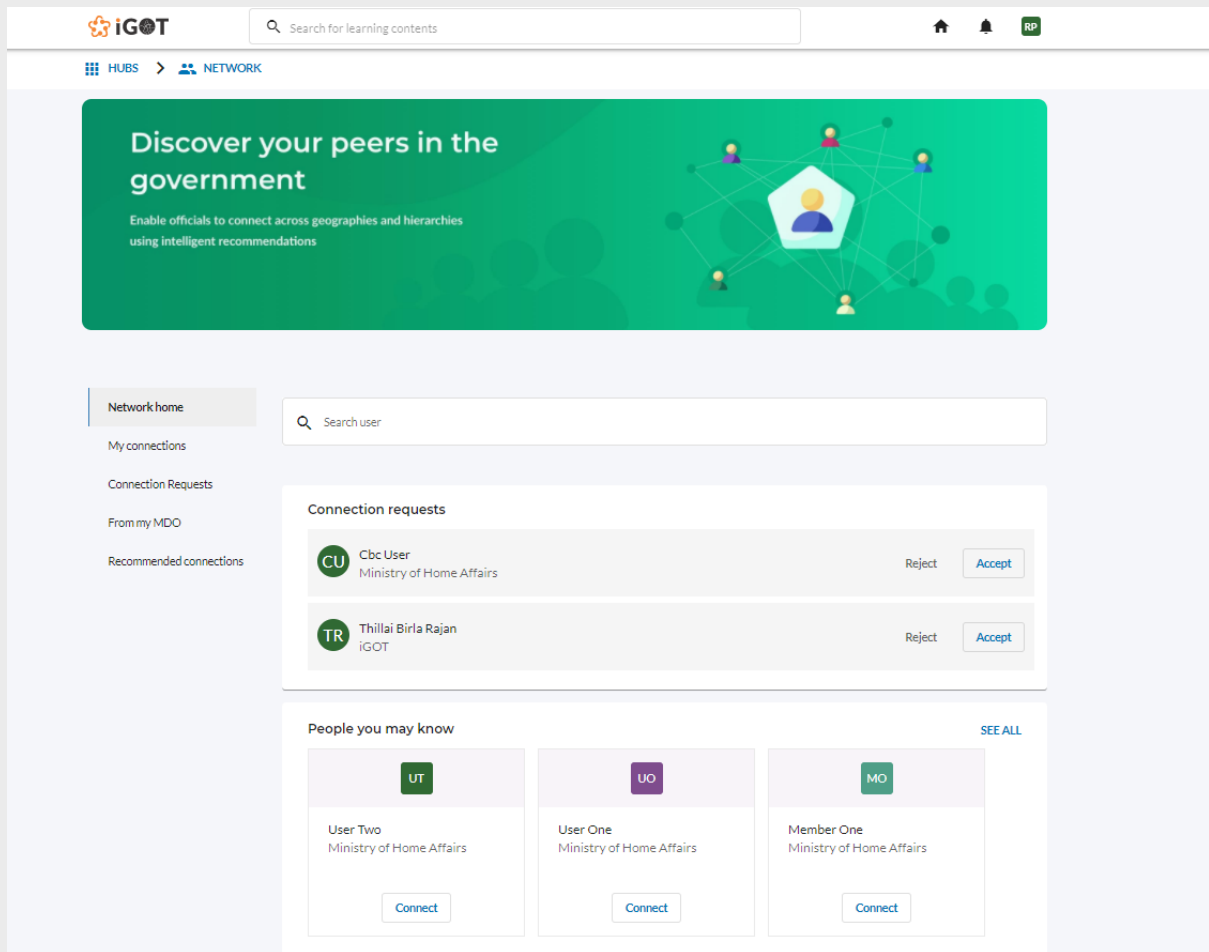


9.3 Network Hub

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

9.3.1 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.

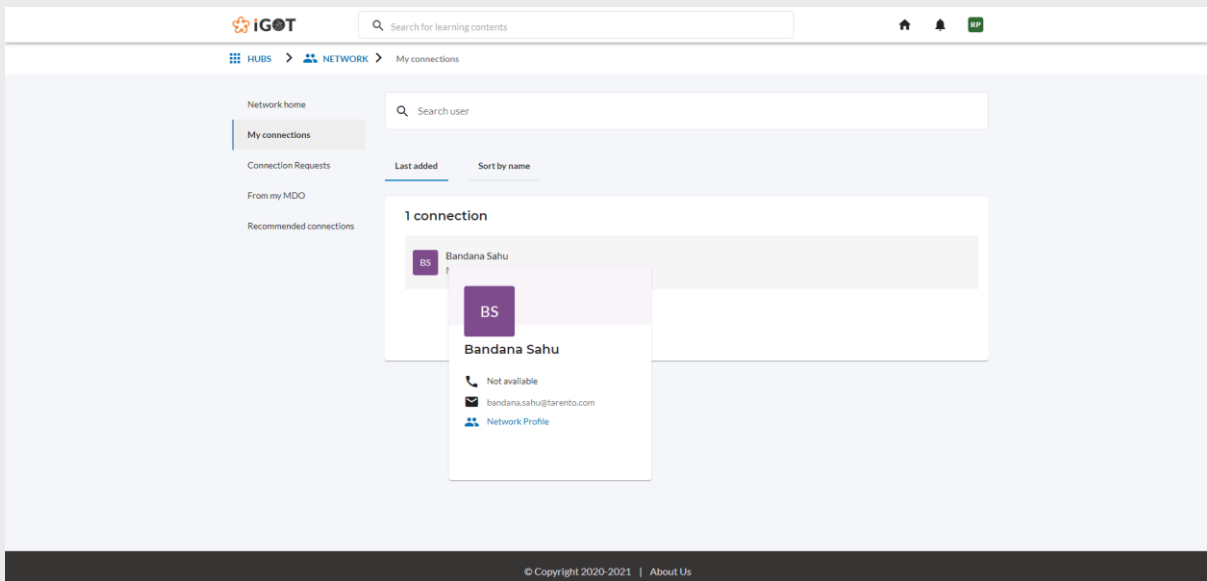


- To accept a connection request, user needs to click on the “Accept” button in the above image
- To reject a connection request, user needs to click on the “Reject” button in the above image

9.3.2 Your Connections

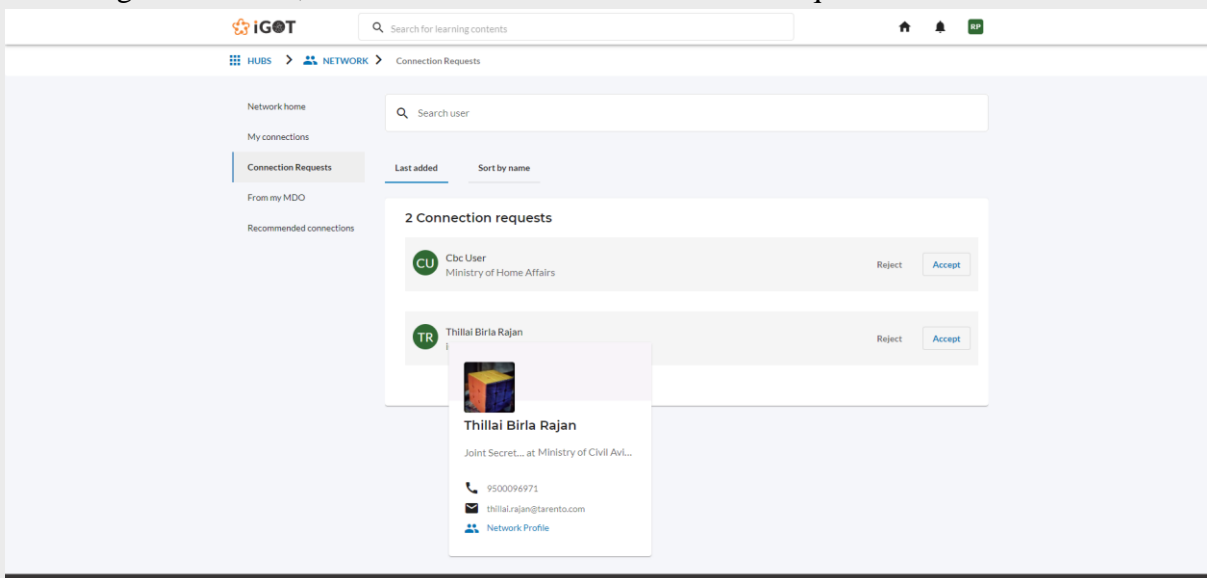
Users can see the list of connected users under “My connections”.

On hover under my connections, the user can see a card with the basic details of the connected user.



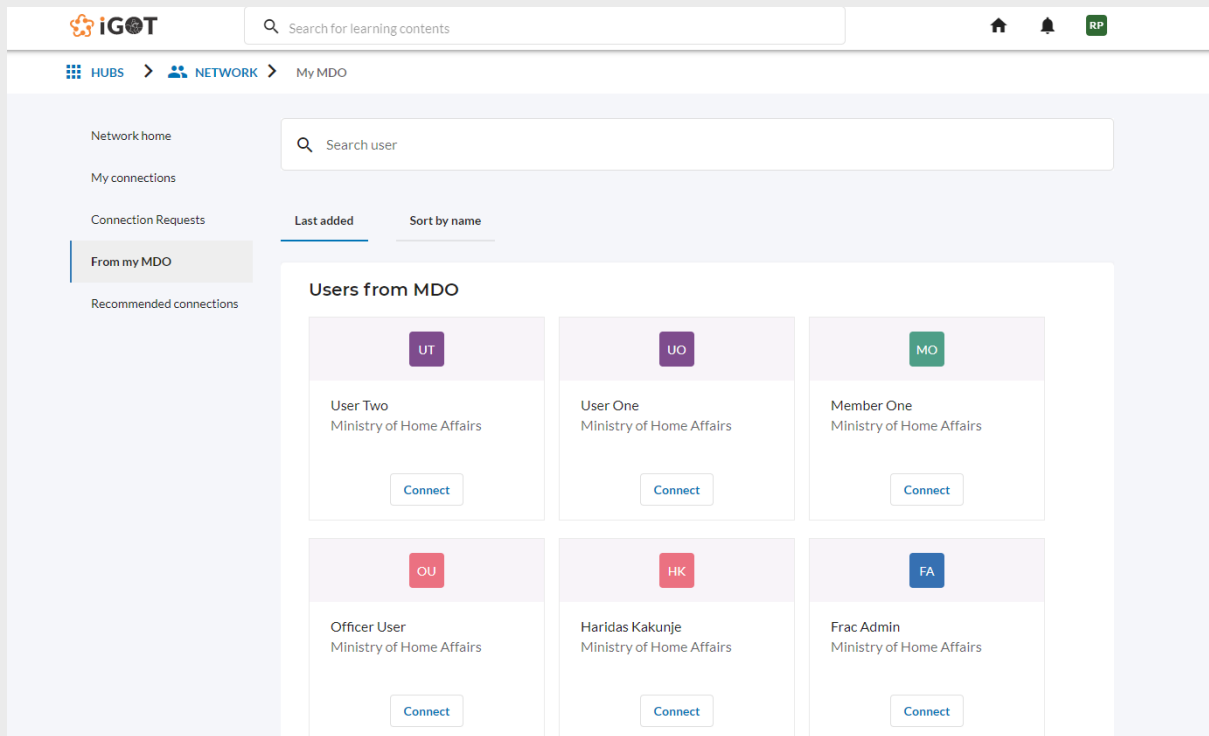
9.3.3 Connection Requests

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.



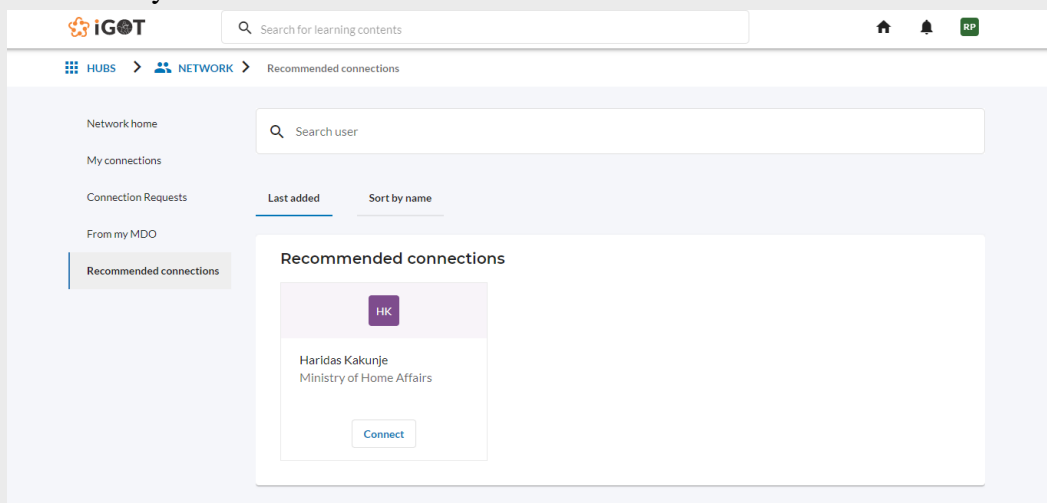
9.3.4 From your MDO

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



9.3.5 Recommended Connections

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



9.3.6 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”.

EXPLORE >
NETWORK >
lathy p/profile

LP

Lathy P

Testing Department

[Edit Profile](#)

0 Connections
0 Discussions

Profile info

Career history

Certifications

Certifications and Skills

Academics

Hobbies

Career history

Certifications

Energy Transformation

You constantly use energy in your daily activities. When you turn on the lights or heat food in a microwave, you know you are using some type of energy. In other cases, your interactions with energy are less obvious. When you are sleeping, your body is using energy to maintain your internal temperature, breathe, digest food, and repair injured cells. There are many types of energy that constantly do work and cause changes around you.

Issued on April 2025

Certifications and Skills

No certification information available

Academics

Hobbies

No hobbies information available

Discussions

Recent posts
Best posts
Saved posts

No Data

Hubs

- Learn
- Discuss
- Network
- Career
- Competencies
- Events

Related links

- CBP Portal
- Frac Dictionary

Support

- Frequently asked questions
- Feedback and suggestions
- Report a problem

About us

- Mission Karmayogi
- Karmayogi Bharat
- Capacity building commission

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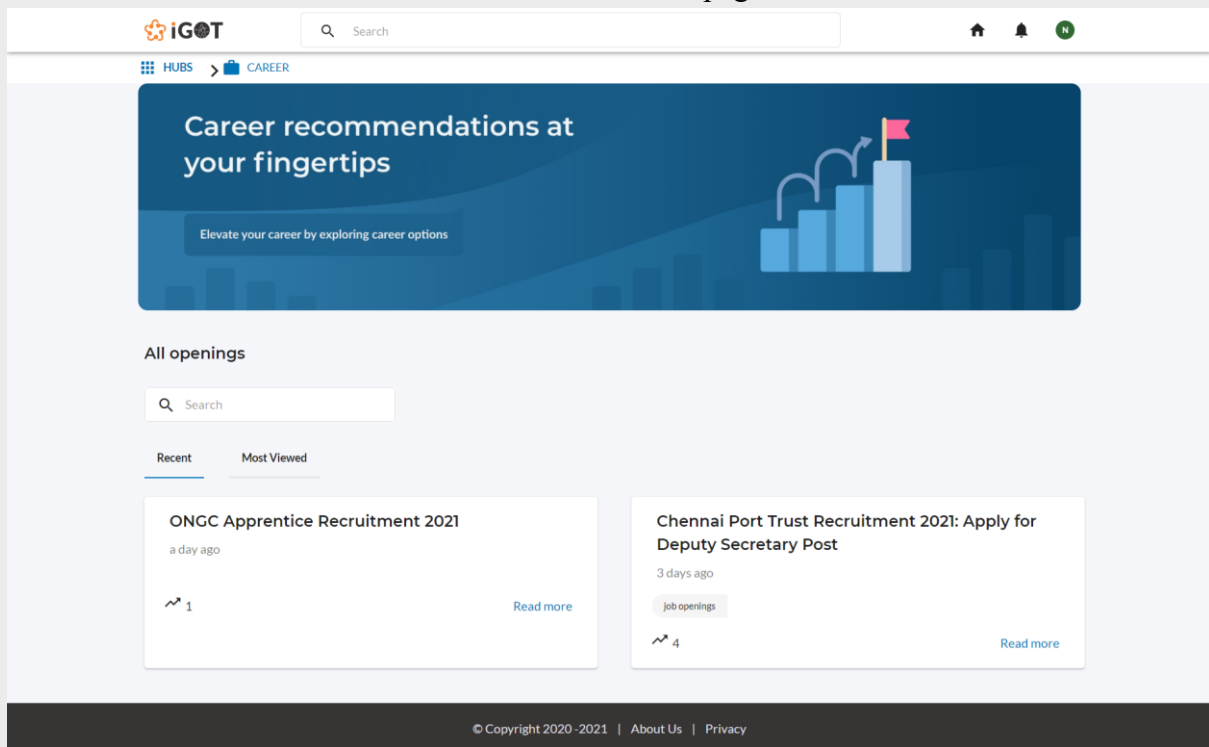
The user lands on the below user profile screen when the user clicks on his own profile.

The screenshot displays a user profile for Sanjeev S. The profile includes a green profile picture with the initials 'SS', a name 'Sanjeev S', and a job title 'DoPT (Department of Personnel and Training)'. There is an 'Edit Profile' button. Below the profile information, there are sections for 'Certifications', 'Career history' (listing 'Assistant Section Officer'), 'Academics' (listing 'X STANDARD', 'XII STANDARD', 'GRADUATE', and 'POSTGRADUATE'), and 'Hobbies'. A 'Discussions' section is also visible, featuring a post titled 'What are the main components of communication process?' with 9 votes and 10 comments. The footer contains navigation links for 'Hubs', 'Related links', 'Support', and 'About us', along with a copyright notice for 2021-2022.

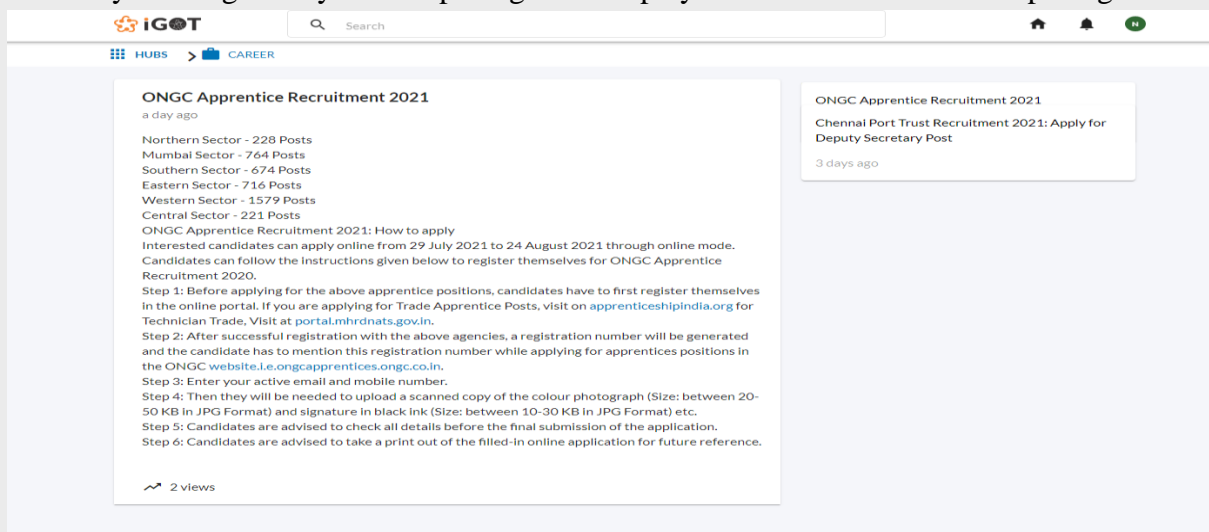
9.4 Career Hub

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.



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



9.5 Competencies Hub

Users can add competencies under "Competencies Hub". The user navigates to the below screen by clicking on 'Hubs-> Competencies'.

WORLD BANK GROUP | Search for learning contents | IGOT | Home | Profile | Settings

EXPLORE > COMPETENCIES

A career built on competencies

Enables employees and employers to identify competency gaps, signal expertise, and systematically plan capacity building efforts

Your competencies

All competencies | Your competencies: 4 | Recommended competencies: 7

Recommended from FRAC | Recommended from WAT | Added by you

Search

Recommendations are based on your position and are coming from FRAC dictionary allocated to your position. Please go to your [Profile](#) page to update your position

Policy Development Domain	Not enough data
Empathy Behavioural	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

Related links
CBP Portal
Frac Dictionary
MDO Portal

Support
Frequently asked questions
Feedback and suggestions
Report a problem

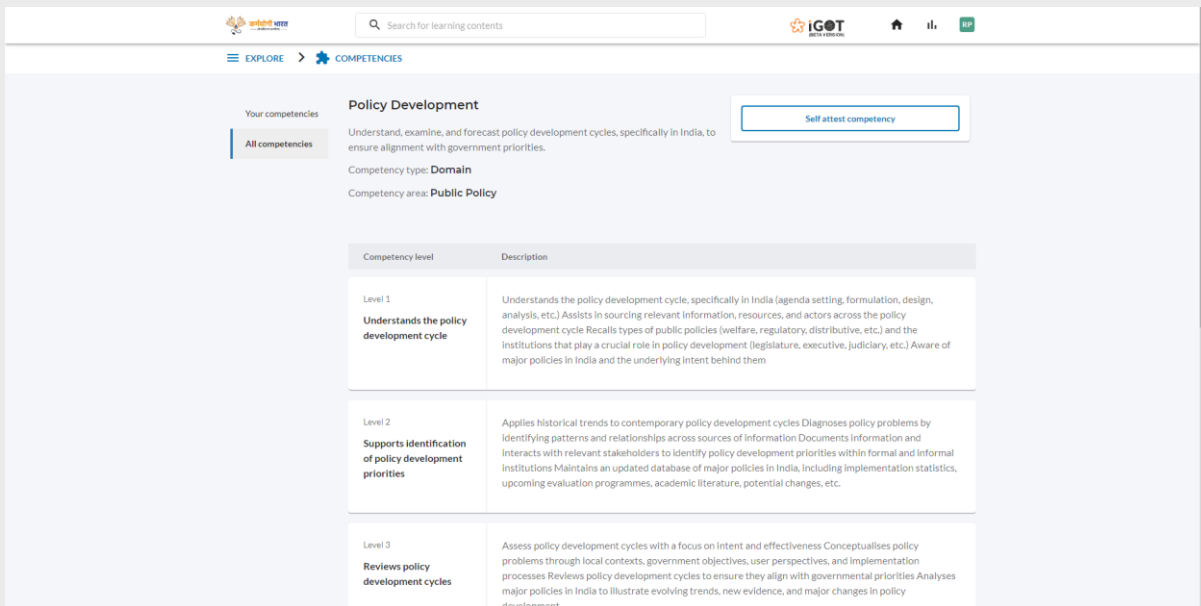
About us
Mission Karmayogi
Karmayogi Bharat
Capacity building commission

IGOT

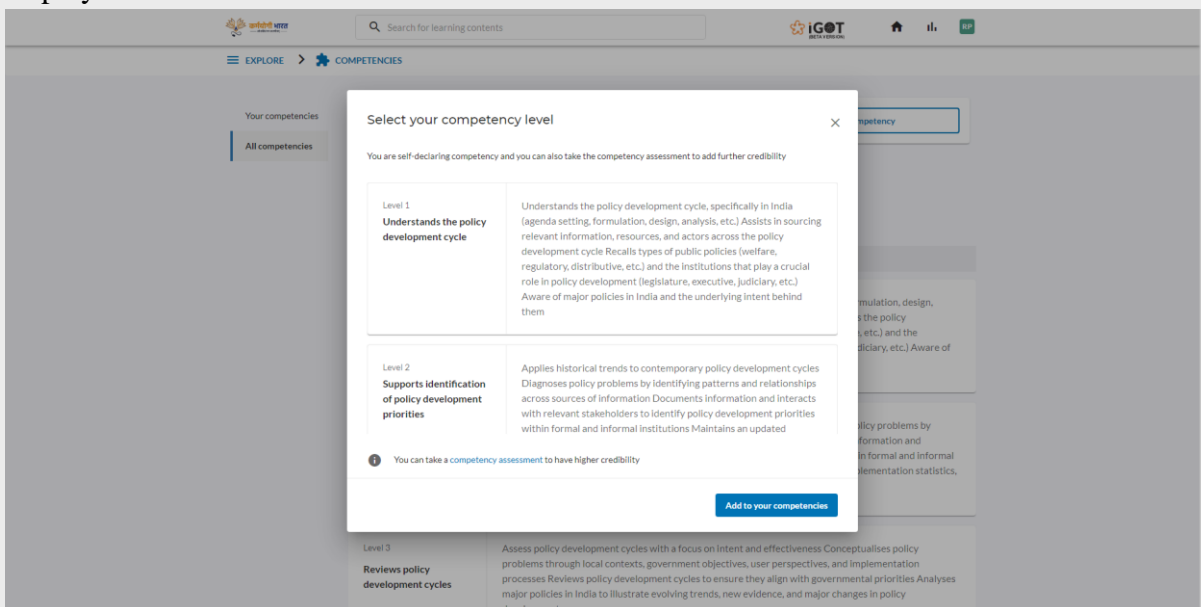
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9.5.1 Self attest competency

As the user clicks on any competency from the recommended list



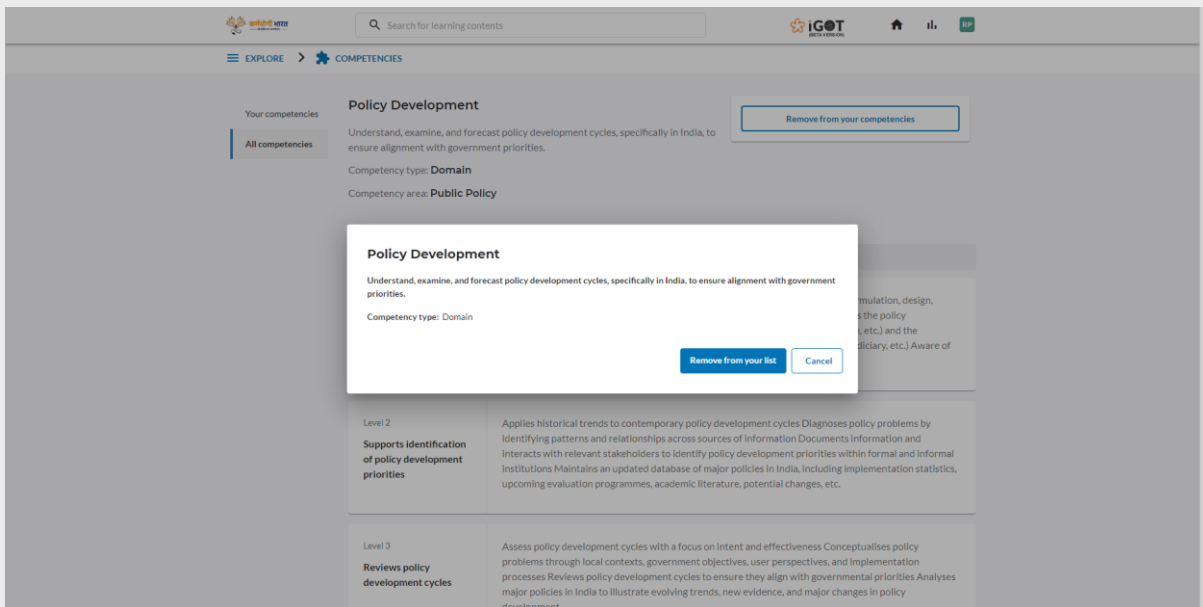
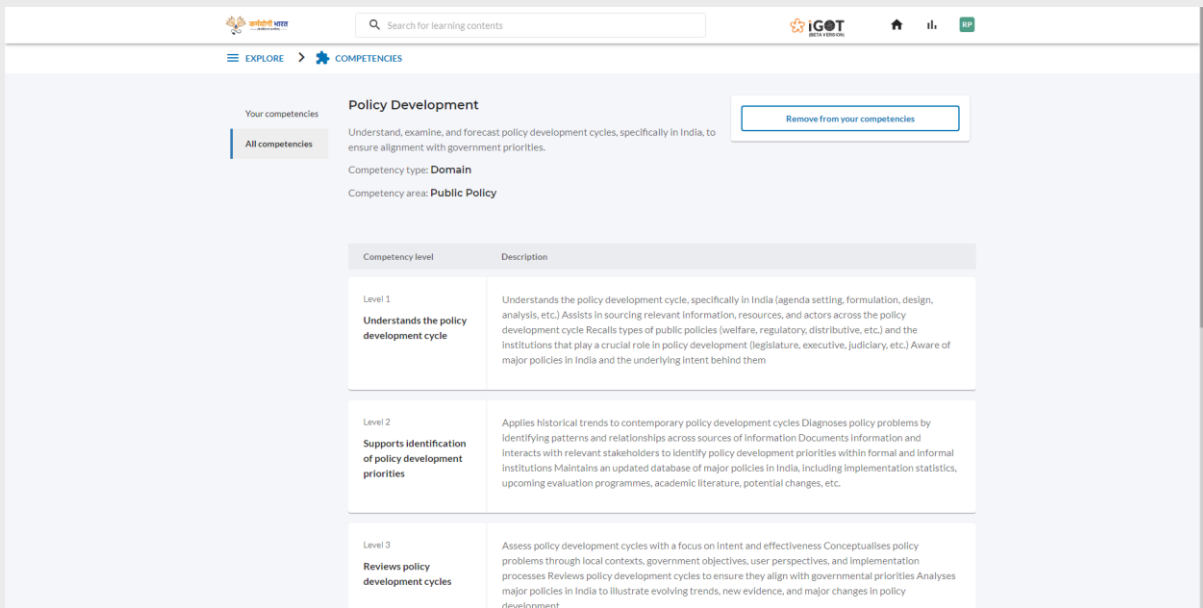
User clicks on “Self attest competency” , then a popup to choose the proficiency level will be displayed



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

9.5.2 Remove competency

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



9.6 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

The screenshot shows the iGOT (Beta Version) web application interface. At the top, there is a search bar for learning contents and navigation icons for home, user profile, and settings. The main header includes 'EXPLORE' and 'EVENTS' tabs. A prominent purple banner encourages users to 'Get together to discuss big ideas' and 'Participate in events, spread good ideas'. Below this, the 'Today's events' section features a card for 'BICYCLE TOURS - Explorin...' scheduled for 10:00 - 11:30, marked as 'Live'. The 'All events' section includes a search bar and filter tabs for 'All' and 'Hosted by my MDO'. Three event cards are displayed, each with a 'Join' button and a '+1' indicator.

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

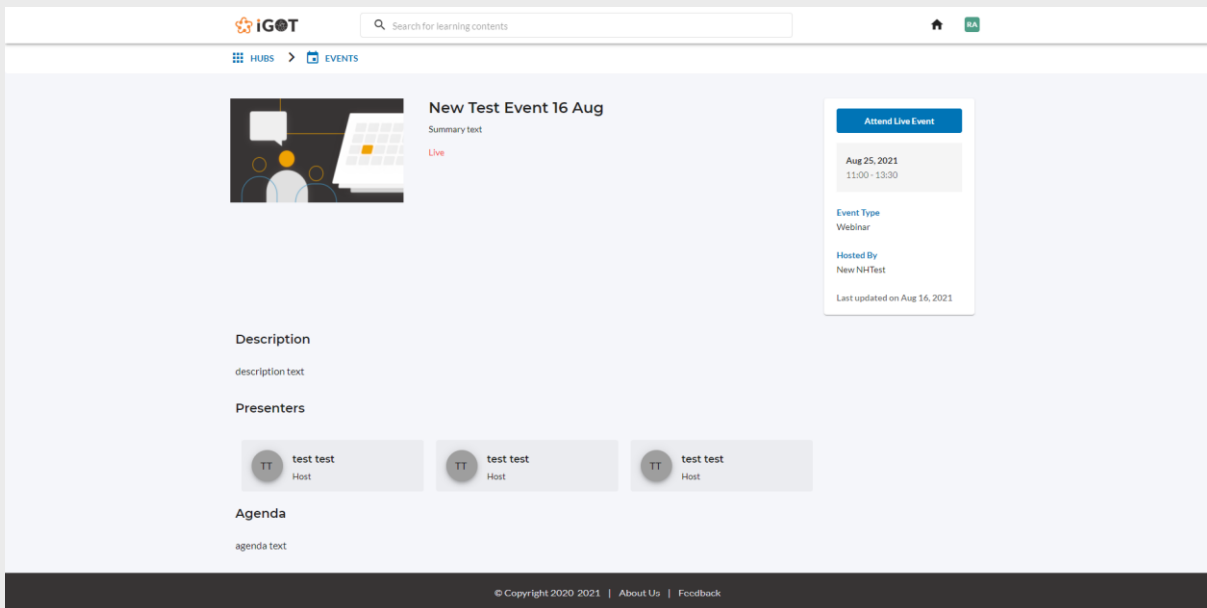
a) For a past event , the screen will look like below

The screenshot shows a web interface for an event titled "AI And Governance". At the top, there is a search bar and navigation icons. Below the header, the event title is displayed next to a graphic of a large blue 'A' with circuitry. A short description follows, explaining that Artificial Intelligence (AI) is the simulation of human intelligence in machines. To the right, a sidebar indicates the event is completed on June 9, 2022, from 09:00 to 17:30. It lists the event type as "Webinar", hosted by the "Test Department", and last updated on June 9, 2022. Under the "Presenters" section, "sam manuel" is listed as the host. The "Agenda" section contains one item: "1. A quick overview of what is AI 2. How AI and Governance can be interlinked".

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

The screenshot shows a web interface for a future event titled "BICYCLE TOURS - Exploring India At The Pace Of A Pedal". The header and search bar are identical to the previous screenshot. The event title is accompanied by a photo of a person cycling on a road. The description states that the Ministry of Tourism's Dekho Apna Desh Webinar series is exploring India at the pace of a pedal. A sidebar on the right indicates the event is yet to start on June 29, 2022, from 10:00 to 11:30. It lists the event type as "Webinar", hosted by the "Tareto Department", and last updated on June 29, 2022. The "Description" section provides a detailed overview of the presentation, which is divided into five sections focusing on why bicycle travel is beneficial, core tips for beginners, planning a bicycle tour, and the benefits of cycling in different terrains.

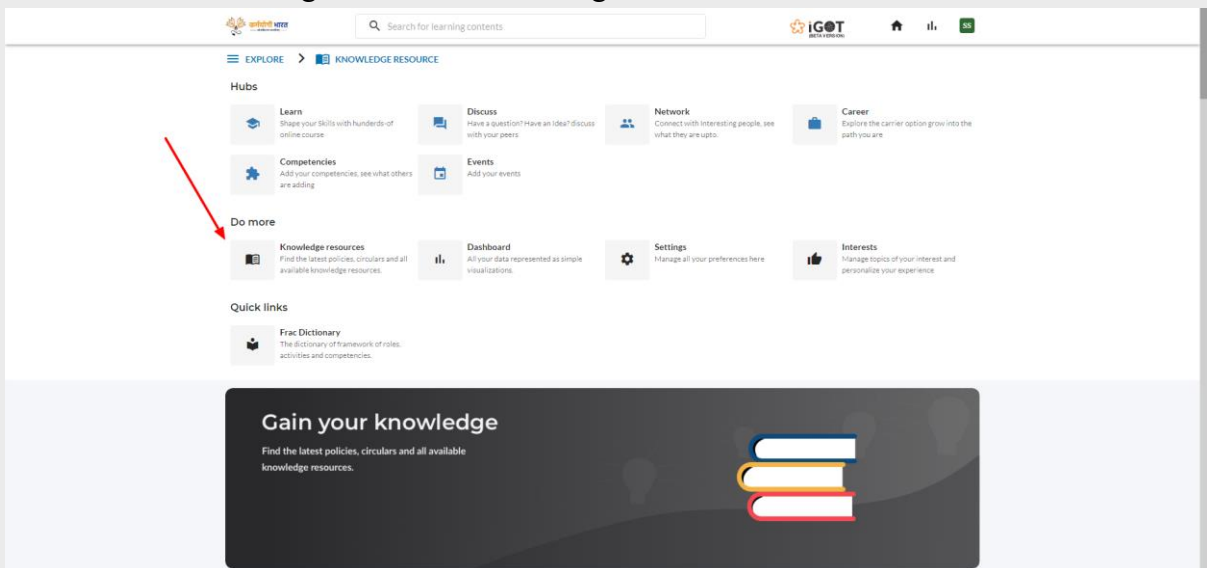
c) For a present day event, the screen will look like below



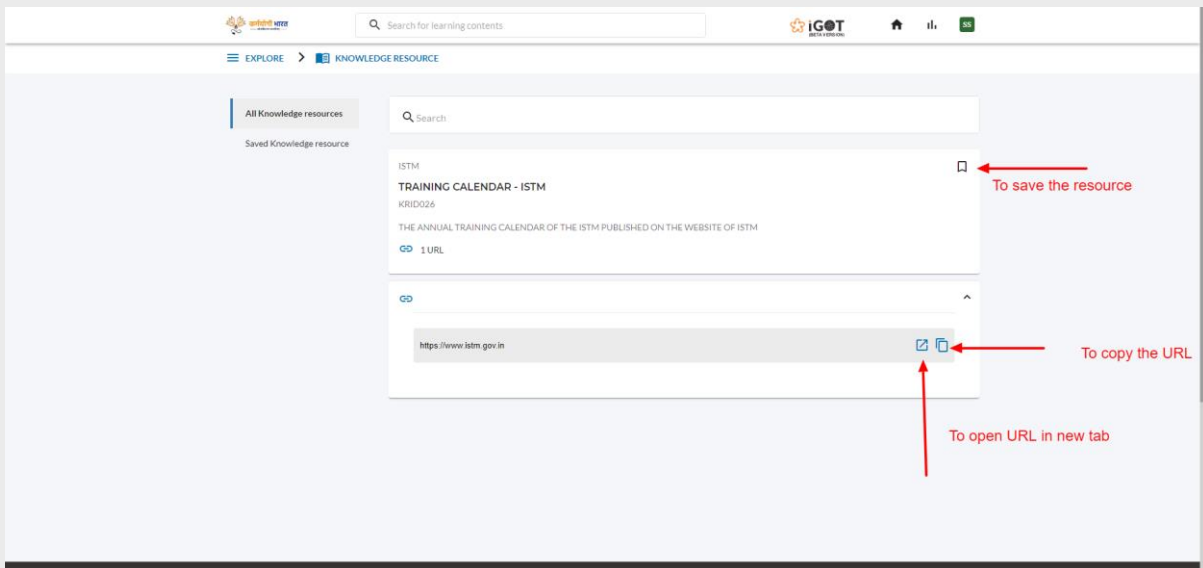
10. Knowledge Resources

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

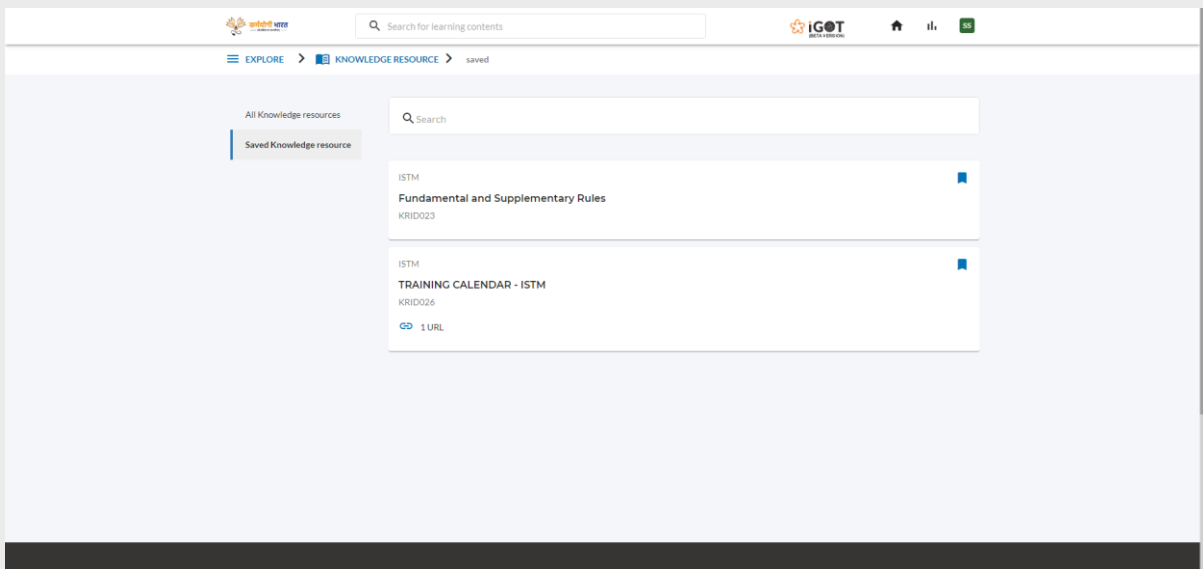
1. Click on “Knowledge resources “from mega menu



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



4. Click on saved resources



11. Interests

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

1. Click on the “Interest” section

The screenshot shows the iGOT Karmayogi dashboard. At the top, there is a search bar and navigation icons. Below the search bar, there is an 'EXPLORE' section with various hubs and do more options. The 'Interests' hub is highlighted with a red arrow. Below the explore section, there is a large blue banner for 'iGOT Karmayogi: Transforming Government' with a central diagram showing various hubs like Learning, Discussion, Network, Career, Events, Knowledge resources, Dashboard, Settings, and Interests.

2. Choose the section and make the changes

The screenshot shows the 'Role & Activities' profile page. The page has a sidebar with navigation options: 1. Welcome, 2. Role & Activities (selected), 3. Topics, 4. Current competencies, 5. Desired competencies, and 6. Platform walkthrough. The main content area is titled '2. Enter all your roles and activities to complete your profile' and contains a form for adding roles and activities. The form has two main sections: 'Add role*' and 'Add activities you perform as part of this role.*'. The 'Add role*' section has a text input field for 'Type the role name' and a 'What is a role?' help icon. The 'Add activities you perform as part of this role.*' section has a text input field for 'Type the activity and press enter' and a 'What is an activity?' help icon. Below the form, there is a table with one row containing the text 'role' and 'Add' and 'Delete' buttons. At the bottom of the page, there are navigation buttons: 'Previous: 1. Welcome', 'Your selections are automatically saved.', and 'Next: 3. Topics'.