

# 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:

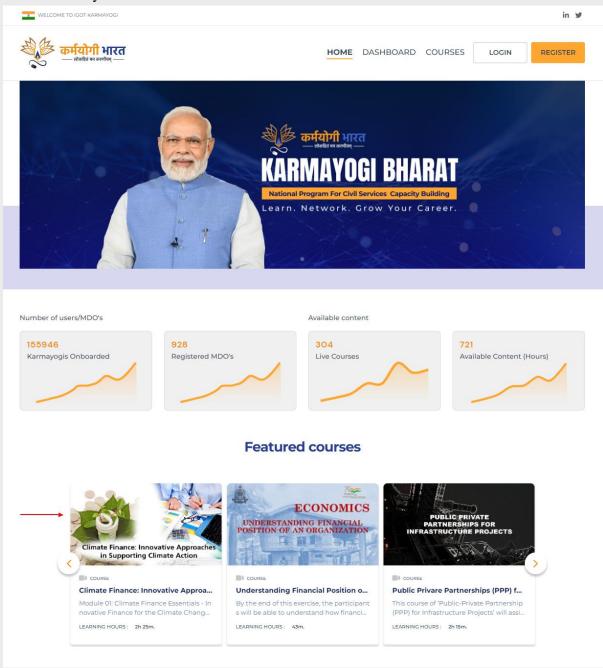
Karmayogi user portal link : https://igotkarmayogi.gov.in/

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

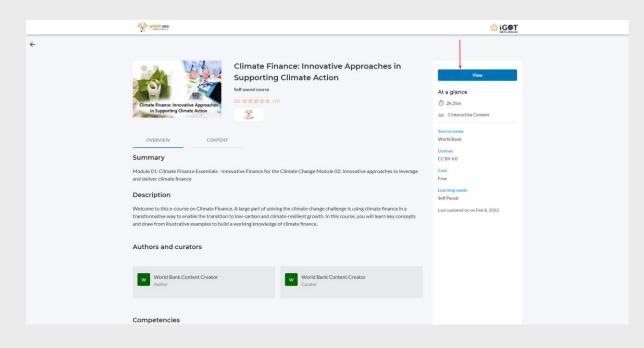
## 5. Open access to featured courses

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

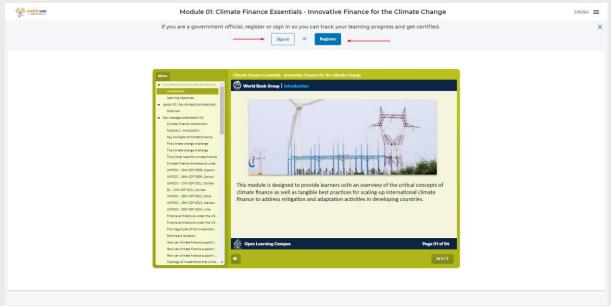
- 1. Launch the karmayogi URL
- 2. Click on any featured courses



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.

Landing page	──► Registration	Guided user onboarding
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 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

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

WELCOME TO SOT KARMAYOG		in 🖌	
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	+ " ( · · · ·		
Number of users/MDO's 1559.46 Karmayogis Onboarded	Available content  228 Registered MDO's  Available content  Uve Courtes	721 Available Content (Hours)	
	Featured courses		

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

	← Register
antifer mi shum farm	First name *
बार्मिक पूर्व प्रविधान विभाग DEPARTMENT OF PRSONNEL & TRAINING	Enter your first name Surname*
	Enter your surname
Imaginative & Professional	Position * Select your position
	Email *
Creative & Envirgetic & Envirgetic & Envirgetic &	Enter your email ld Only government email du are allowed Center/State *
Transparent & Tech-enabled	Center     Center     State
	Ministry* Select your ministry
	Department Select your department
	Organisation
	Select your organisation
	confirm that the above provided information is accurate.
	Aiready have an account? Sign in here

3. Click on "SIGN UP"

ार्थिक एवं धरिक्षण विश्वा DEPARTMENT OF PERSONNEL & TRAINING		← Register
PERSONNEL & TRAINING		sanjeev
Dance A		Last name "
Imaginative 6 Innovative Professional Professional Professional	Thank you for registering! Please check your registered email to activate your account.	Position * Director Vigilance
	Ck	Email*
Constructive		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

## 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

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

金属	
The Nacional Transmissor Civil Services Capacity Building You need to soft your password.	
Now Password	
Confirm Password	
SetPassword	

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

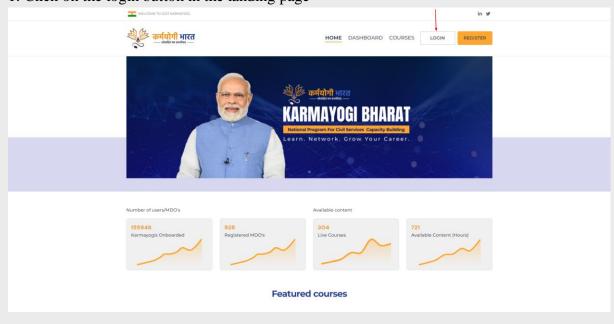
After login to the Karmayogi user portal and clicking on the profile image on top right, users can see the link and access the various portals like the SPV portal, MDO portal, CBP portal and the FRAC dictionary based on their roles. Learners can access the Karmayogi portal to consume learning content,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



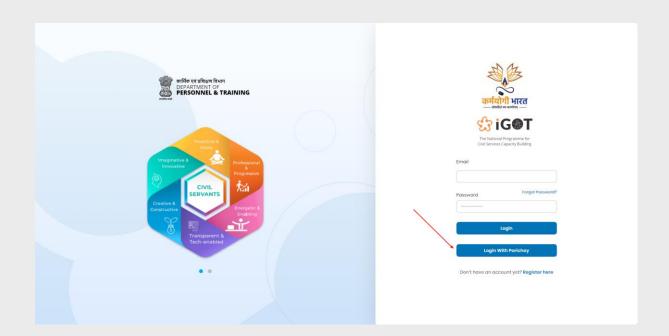
## 7.2 Login via parichay

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"



- <page-header><complex-block><complex-block><complex-block><complex-block>
- 4. Enter the OTP received in registered mobile number

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

	e to iGOT lowing information.
First name "	Surname *
Amandeep	Singh
Email *	
adsingh.777@supportgov.in	
Only government email ids are allowed Position *	
Select your position	
Center/State *	
Ministry *	
Select your ministry	
Department	Organisation
Select your department	Select your organisation
I confirm that the above provided informa	tion is accurate.
Save	and Next

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"

👋 कार्यनेत भारत		
1. Welcom	e to the Portal	Skip, I will do this later
1. Wekome 2. Role & Activit 3. Topics 4. Current comp 5. Desired comp 6. Platform walk	work: Knowing you better helps us give you a more personalized experience on the platform. This way you discover relation and useful learning content in the easiest way possible. And don't worry, you can always update your interests later: etencies etencies	
	Your selections are automatically saved.	Next: 2. Role & Activities

2. Enter the role and activities , and click on "Add"

A DESCRIPTION OF THE OWNER		
2. Enter all y	our roles and activities to complete your profil	le
1. Welcome	Please list down your roles & activities as part of your position	
2. Role & Activitie	<ul> <li>Feel free to enter details in your own words, to the best of your understa add more relevant content on the platform.</li> </ul>	tanding. This information will help us tailor a more personalized experience and
3. Topics		
4. Current competi	encles Add role*	(i) What is a role?
5. Desired competi		
6. Platform walkth	rough Stakeholder management	
		Type the role name
	Add activities you perform as part of this role."	What is an activity?
	collaborative documents into a folders	
	Type the activity and press enter	
	Start adding the activities.	Type the activites and click on 'Enter' to add
	Add	
Previous: 1. Welcome		Your select

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

	र्थ्यूक्र कांग्रीनी भारत		
	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 he add more relevant content on the platform.	elp us tailor a more personalized experience and
	3. Topics		
	4. Current competencies	Add role*	(i) What is a role?
	5. Desired competencies	Addition	() What is a role:
	6. Platform walkthrough	Type the role name	
			Type the role name
		Add activities you perform as part of this role."	What is an activity?
		Type the activity and press enter	
		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. Choo	the topics of your interest
5. Desire	Intersection     E-Governance & Information & Communication Technology       Intersection     Networking & Communication Technology       Intersection     Networking & Communication Technology       Intersection     Database Management System -MS Acess       Intersection     SEE 3 MORE TOPICS       Basics of National Income Accounting     SEE 9 MORE TOPICS       History     Andert History       Andert History     Modern History
Previous: 2, Rote & Activities	Information & Communication Technology and Digital Governance Computer Fundamentals Standatione Office Applications Caliaboration Tools & Meetings Solutions Your selections are automatically saved.

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

😵 🔤 就	opics of your interest
1. Welcome 2. Role & Activities 3. Topics 4. Current competencies 5. Desired competencies 6. Pistform walkthrough	E-Governance & Information & Communication Technology Networking & Communication Database Management System - MS Acess Word Processing (MS-Word) Applications
	SEE 3 MORE TOPICS  Economics Growth Economics Economics Thought Indian Economy Principles of Macro Economics Introduction to Economics Basics of National Income Accounting  SEE 9 MORE TOPICS
Previous: 2. Role & Activities	History Ancient History Medieval History Modern History Post-Independence History World History Your selections are automatically saved. Next: 4. Current compotencies

6. Select the current competency with level of proficiency

and the second second	
4. Choose the 'current	competencies' you are skilled with Skip. I will do this later
1. Weicome 2. Role & Activities 3. Topics 4. Current competencies 5. Desired competencies 6. Platform walktbrough	Sector competencies you're skilled with  The the salect the competency and level that you carrent skills. This does not need to be exact. This information helps us give you  The sale salect the competency and provide ween more relevant content:  Sector here  Sector here  Sector and the sale state of budget and provide ween more relevant content:  Sector and the sale state of budget and provide ween more relevant content:  Sector and the sale state of budget and provide ween more relevant content:  Sector and the sale state of budget and provide ween more relevant content:  Sector and the sale state of budget and provide ween more relevant content:  Sector and the sale state of budget and provide ween state states and the sale state of the budget ary colors.  Sector and the sale states of budget and provide states and the sale states of the budget ary colors.  Sector and the sale states of the budget accounting and the sale states of the budget ary colors.  Sector and the sale states of the budget accounts.  Sector and the sale states of the budget accounts.  Sector and the sale states of the budget accounts.  Sector and the sale states of the budget accounts.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states of the budget documents.  Sector and the sale states and the sale states of the budget documents.  Sector and the sale states and the sale states of the budget documents.  Sector and the sale states and the sa
Previous: 3. Topics	Your selections are automatically saved. Next: 5. Desired competencies

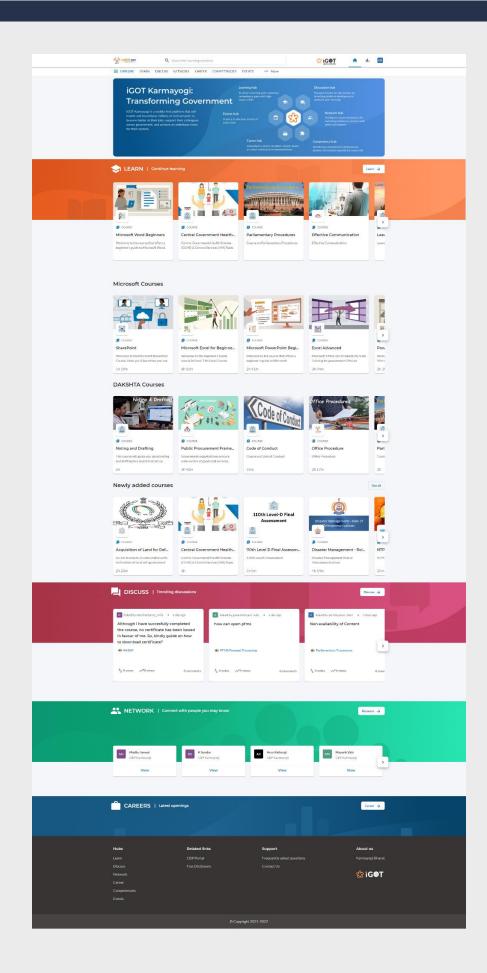
7. Select the desired competency with level of proficiency

5. (	Choose the comp	petencies you desire to possess	Skip, I will do this later	
I	Welcome     Z. Role & Activities     A. Curlet & Activities     A. Current competencies     S. Desired competencies     6. Piatform walkshrough	Select competencies you want to possess Teel free to select competencies that you feel will help you improve and deliver better at your workplace Information helps us give you a more personalized experience and provide even more relevant content.	tt quality management (quality	
		Project Resource Planning Develop and assess project resource plans to ensure o     Selectivel     Level 1 ① Level 2 ② Level 3 ③ Level 4 ③ Level 5 ③     Project Scoping Develop project scope statements that include key activities, resource the project is accomplished in a timely manner.		
Previous: 4. Current competencies		Your selections are automatically saved.	Next: 6. Platfor	

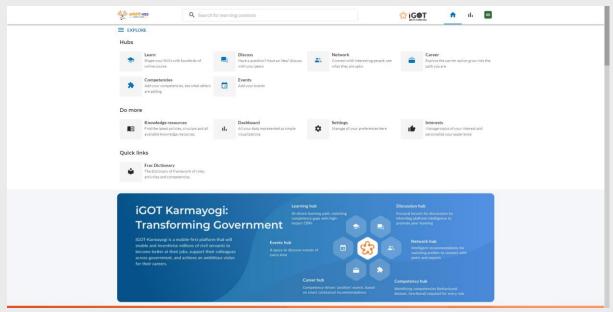
8. View the platform walkthrough and click on "Done"

6. Watch the iGOT pla	tform walkthrough		
1. Welcome	👌 lag in a field 🔹 4 4 - 3 - Q - 4 - 4 - 4 - 4 - 4 - 4 - 4 - 4 - 4		
2. Role & Activities			
3. Topics			
4. Current competencies	,		
5. Desired competencies 6. Platform walkthrough	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	if Water specific Strate Active Promote Program (1997) The Program (1997)	
		(app)	
	► 0.00/7:15	• C I	
Previous: 5. Desired competencies	Your selections are automatically saved.		Done

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



#### 9. Hubs

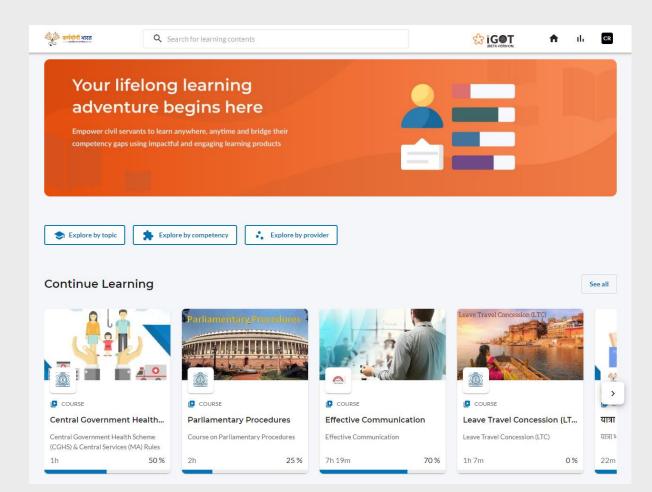


Currently, the Karmayogi portal supports 6 hubs:

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

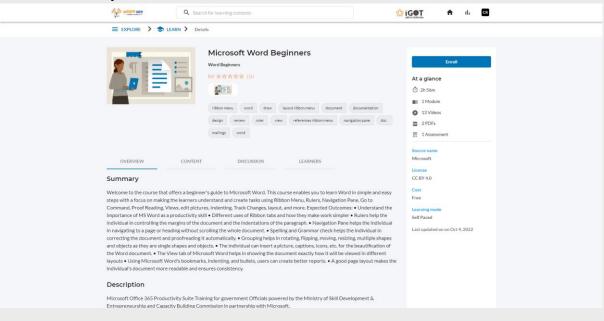
#### 9.1 Learn Hub

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.

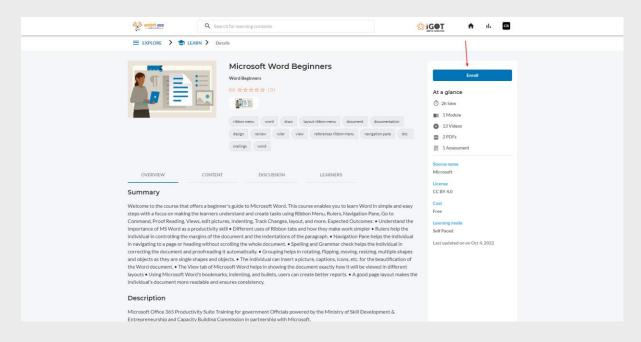


## 9.1.1 Content Consumption

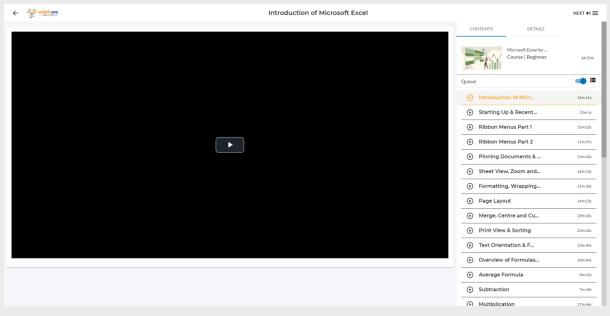
User clicks on any content under the "Learn hub" to land on the below screen.



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)

Search for learn	ling contents	😒 រួ		ի մե 📼	
= EXPLORE > 📚 LEARN > Details					
PowerPa	osoft PowerPoint Beginners bird Beginners 全全全(0) 章: 		CERTFICATE	again #comunos www. n. certificate	·
			14 Videos		
Introduction to Microsoft PowerPoint Ism 18s		0	2 PDFs 1 Assessment		
Navigate within a Presentation 4m 3s		0	Source name Microsoft License		
Overview of the Screen and Views Part 1 13m 13s		0	CC BY 4.0 Cost Free		
Overview of the Screen and Views Part 2 9 m41s		0	Learning mode Self Paced Last updated on on	Oct 4. 2022	
Starting a Presentation 17m 43s		0	and optimized off the		
Creating Bullets in Presentation					

To download the certificate, click on the certificate card

Alge untert wire	Q Search for learni	ng contents		<u>n</u>	th 📟
= explore > 📚 lea	RN > Details				
	Micro	soft PowerDoint Reginners			
Download Certifica	te				×
		49a	N.		
ACC INC.	Microsoft	Sector and a secto	कर्मयोगी भारत	1	
		CERTIFICATE OF COMPLETION			
		Karmayogi			
		Chandni R Babu,			
		Successfully completed a course on Microsoft PowerPoint Beginners			
		provided by Microsoft			
		on 23 October 2022		100140	
		Content Partner			
		inh Spank		_	
				L	Download
			Lat	st updated on on Oct 4	1.2022
Starting a Presentation 17m 43s			0		
Creating Bullets in Pres	entation		0		

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

कर्मयोगी भारत — लोकहितं मन करणीयम् —	कर्मयोगी भारत — लोकहितं मन करणीयम् —
6 digit QR Code     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

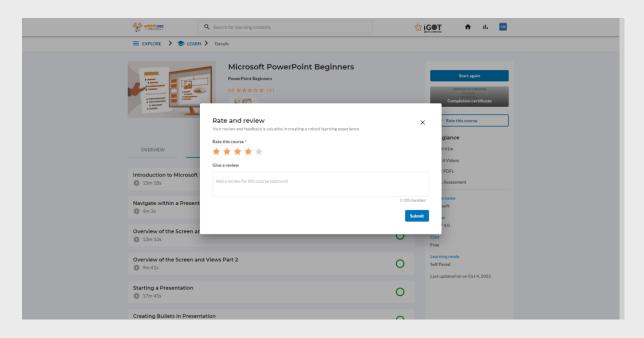
To consume the course again, user can click on the "Start again" button

## 9.1.2 Rate this course/program

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

Search for learning contents	😚 iGOT 📅 th 🚥
= EXPLORE > 😒 LEARN > Details	
Microsoft PowerPoint Beginners PowerPoint Beginners の会会会会() () 会会会会会() () () () () () () () () () () () () () (	Start again Completion contribution Completion contribution Magazine
OVERVIEW CONTENT DISCUSSION LEARNERS	<ul> <li>① 2h 41m</li> <li>① 14 Videos</li> </ul>
Introduction to Microsoft PowerPoint Ism 18s	O ≣ 2PDFs ≣ 1Assessment
Navigate within a Presentation 4m 3s	Source name Microsoft License
Overview of the Screen and Views Part 1 13m 13s	CC BY 4.0 Cost Free
Overview of the Screen and Views Part 2 9 m 41s	O Learning mode Self Paced Last updated on on Oct 4, 2022
Starting a Presentation <ul> <li>17m 43s</li> </ul>	0
Creating Bullets in Presentation	~

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"

	र्थ्ह् काविनी भारत	Q Search for learning contents		\$	IG@T	<b>≜</b> 6		
	Competencies							
	Competency		Туре					
	Internet of Things Management		Functional					
	Ratings and reviews							
	$\star$ $\star$ $\star$ $\star$ $\star$ 4 out of	5						
	2 ratings 5 star							
	4 star							
	2 star							
	1 star Q Search							
	Search		Latest reviews					
$\langle \rangle$	Haridas Kakunje			Î				
	4.0 * * * * * 2. Good course	i minutes ago						
	View reply							
	thank you for your val	uable comment						
	Dadhash hathwar			- 1				

## 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.

Search for learning contents		STATES A II. CR	
EXPLORE > Stearn > All topics			
All topics			
E-Governance & Information & Economics Communication Technology Level 1	History Level 1	Information & Communication Technology And Digital Governance Level 1	
Law Management Level 1 Level 1	Political Science	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 learn	ing contents	¢		🕈 il. 🖙	
EXPLORE > S LEARN > All topics					
Law	All topics > E-Governance & Information & C	Communication Technology			
E-Governance & Information & Co	Networking & Communication Database	Management System - MS Acess	Word Processing (MS	-Word)	
Economics	Applications Presentation (MS-powerpo	int) Spreadsheet (MS-Excel)	Freeware Linux	E-Governance	
History					
Information & Communication Tech		SEE 1 MORE SUB TOPICS			
Management	CBPs				
Political Science	AR SA				
Public Administration		National e-Governance Division			
	NIDEM PRAT	**			
	COURSE	COURSE			
	Cantonment Board Accoun In	troduction to Governmen			
		troduction to Government farketplace			
	2h 30m 5r	n			
	Broad Band DSL Modem Configuration	BSNL Maintenand	ce		

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

= EXPLORE > SI LE	ARN > All Competencies			
Popular competen	cies			
Financial Analysis	Learning Solution Design	Prevention of Gender-base Violence (G-BV)	Financial	Acumen
Product/Service Qual Assurance	Human Resource Systems Management	Portfolio and Investment Risk Management	Cash Flor	w Reporting
All competencies				
All competencies				
All competencies		Sort by	• Filter by	
		Sort by	Туре	
		Sort by	Type	
	Analyse the financial statements and data to performance and position of the organization	o provide insights about the financial	Туре	
Q Search	Analyse the financial statements and data t performance and position of the organisation	o provide insights about the financial	Type  Behavio Domain	al
Q Search		o provide insights about the financial	Type Behavio Domain Function Compete	ncy area
Q Search		o provide insights about the financial on over time	Type Behavic Domain Function Competer Sear	ncy area
Q Search		o provide insights about the financial on over time.	Type Behavic Domain Function Competer Sear	nal moy area ch I And Transaction Manage

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	\$	icot 者 il. 📼	
	oviders			
Popular providers				
Common Services Center CSC	ШМВ	World Bank	Indian Institute of Public Administration	
Ministry of Power	NTIPRIT	National E-Governance Division NeCD	Microsoft	
All providers				
Q Search			-Sort by	
Common Services Center CSC	ШМВ	World Bank	Indian Institute of Public Administration	
Ministry of Power	NTIPRIT	National E-Governance Division NeGD	Microsoft	
	EXPLORE > CLEARN > All Pro	EXPLORE > TEARN > All Providers  Popular providers  Common Services Center CSC  Ministry of Power  Ministry	EXERCRE > ILEARN > All Providers         Common Services Center         CSC         Ministry of Power         NTIPRIT         World Bank         All providers         Common Services Center         Common Services Center         Search         Common Services Center         IIMB         World Bank         World Bank         Ministry of Power         IIMB         World Bank	Common Services Center     Q. Sarch     Common Services Center     IIMB     World Bank     Indian Institute of Public     Administration     Ministry of Power     IIMB     World Bank     Indian Institute of Public     Administration     Ministry of Power     IIMB     World Bank     Indian Institute of Public     Administration     Sort by:     Sort by:     Ministry of Power     NTIPRIT     National E-Covernance     Division NeCD     Microsoft     Sort by:     Sort by:     IIMB     World Bank     Indian Institute of Public     Administration     Sort by:     Image: Sort by:     Sort by:

#### 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.

अही कार्याने भारत	Q Search for learning contents	🔂 iG@T 🏦 ılı 🧰
= explore > 💐 disc	CUSS	
All discussions	All Watching	
1	All Watching	
Categories Tags Your discussion	Central Government Health Scheme (CGHS) & Centra I Services (MA) Rules Central Government Health Scheme (CGHS) & amp; Central Se rvices (MA) Rules O discussions 0 posts	Cantonment Board Account Rules, 2020 Cantonment Board Account Rules, 2020 has come into effect I nall 62 Cantonment Boards from 01.04.2020 in supersessio 0 discussions 0 posts
	Bid Participation Complete Bid participation process on the GeM portal O discussions 0 posts	GIS Curriculum for PMGSY The proposed course provides detailed understanding about Ge ographic Information Systems and their applications in Rural R 0 discussions 0 posts
	NTPC Safety Policy - English           NTPC Safety Policy - English           O discussions 0 posts	NTPC Safety Framework - Hindl           NTPC Safety Framework - Hindl           0 discussions         0 posts
	Loommunication Communication Skills - Introduction 0 discussions 0 posts 20	Module 2-Video-Defining Communication The most frequest activity after breathing is communicating will be ach other. In any scenario, communicating effectively not 0 discussions 0 posts
	Disaster Management - Role of Telecommunications	PFMS Payment Processing

#### 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.

🚼 iG@T	Q Search for learning contents		f	≜ AK
🏭 HUBS 🗲 📃	DISCUSS			
Discu Forum for pe	er learning and knowledge transfer through discussions icials to support their colleagues irrespective of posting,			
All discussions	Ask a question or post an idea	Start discussion	Trending tags	
Categories	Recent Popular		citizen	2
Tags			economy	2
My discussion	Capacity Building Commission- Role and responsibility?  General Discussion  surendranathtripath[_t7]5 Jun 19, 2021		workplace	1
	Ceneral Discussion - Surena anattici pada_() () Sur 17,2021     1 Ovies      11 Views	1 comment	covid	1
	•	2 considera	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  V Ovtews	ment in TSP areas in 0 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.

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= explore > 🖣 dis		
All discussions		
	Recent Popular	
	General Discussion	ak 1 mit 1
	Ask a question or post an idea	
	Please elaborate your question or idea here	
	Tags	
	Add a tag and press Enter	
		Discard Submit Post
	This is a good course  Administrative Law and Governance	
	T <sub>1</sub> O 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

र्थ्हें कालिमा भारत	Q Search for learning contents	🛠 igot 🕈 il. 🖻
	JS5	
All discussions	1 Ibrahimshah, 22mv	Related discussions
Categories	Impact of infrastructure in economic growth	Internet access a fundamental right
Tags	economy growth intra developme	e Policies • 1 year ago
Your discussion	As a developing nation, infrastructure is a key driver of growth for our country. Let's discuss on how we can build infra efficiently and in a time bound manner so that it can contribute to our country's economic growth.	
	↑ 3 ↓ 0 → 154 views □ 4 comments	
	Add your comment	
	Post Reply	
	Recent	
	■ Dr. Vishwa Nath Alak 13 Jun 2021 06:25 PM In an emerging economy, infrastructure is the key to wool investment but downestic and troing an infrastructure means physical (incl. mods, aliports, railways); social (incl. health, education); and institutional including internal security. All three types of Infrastructure of global standard should be the goal to achieve by all three levels of governments in a framework of cooperative federalism. ↑ 0 ↓ 0 Reply	

#### **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.

 अही कर्मचोगी भारत	Q Search for learning contents	😚 iggt 者 ıl. 🔤	
= explore 🔸 💐 discu	155		
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 workplace 1 growth 1 admin help 1 int scrum 1 tagging 1 testing 1 covid 19	1     e-learning     1       ernet     1     India     1       1     law     1     dashboards     1       3     governance     1	

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

अर्थ काविनी भारत	Q Search for learning contents	😚 iG@T 🔒 ıl	ss
= explore 🔸 💐 disc	USS		
All discussions Categories	economy		
Tags Your discussion			
	Itrahimshah, 22mv Jun 13, 2021 Impact of Infrastructure In economic growth     Policles     economy growth infra developme		
	t₄ 3 Votes ≁ 155 Views	4 com	iments
	Ibrahimshah, 22nw Jul 23, 2021 How can we control the pandemic spread in a large country like India?     General Discussion     (tisen		
	¹₄ 4 Votes →* 105 Views	4 com	ments

## 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

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	CUSS		
All discussions Categories Tags Your discussion	reshmaprasad_57gk reshmaprasad_57gk@tarento.com		
	Recent posts Best posts Saved posts Upvoted Downvoted		
	Restmaprased, 57gs  what are the most challenging aspects of an online education?  Central Discussion  '1 twice  Others  Others		
	i i votes 🖍 u views	0 comments	

#### 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.

governm	ect across geographies and hierarchies		
Network home My connections	Q Search user		*
Connection Requests From my MDO	Connection requests		
Recommended connections	CU Cbc User Ministry of Home Affairs		Reject Accept
	Thillai Birla Rajan iGOT		Reject Accept
	People you may know		SEE ALL
	ப	UO	мо
	User Two Ministry of Home Affairs	User One Ministry of Home Affairs	Member One Ministry of Home Affairs
	Connect	Connect	Connect

- 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.

<b>୍ଥର iG@T</b> ୍ ୍	Search for learning contents	ń 4 💷
III HUBS > 🚉 NETWORK >	My connections	
Network home My connections Connection Requests	Q Search user	
From my MDO Recommended connections	1 connection	
	Bandana Sahu P BS Bandana Sahu	
	Not available     Iondana.sahugtarenta.com     Network Profile	
	© Copyright 2020-2021.   About Us	

## 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.

😒 iG@T	Q Search for learning contents	A 🗍 💷
III HUBS 💙 🚢 NETWO	Connection Requests	
Network home My connections	Q Searchuser	
Connection Requests	Last added Sort by name	
From my MDO Recommended connections	2 Connection requests	
	Cbc User Ministry of Home Affairs	Reject Accept
	TR Thillai Birla Rajan	Reject Accept
	Thillai Birla Rajan Joint Secret at Ministry of Civil Avl	
	Juint deu et di minioù y or oran ave	
	thillaizajangtarento.com  Network Profile	

#### 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.

😚 iG@T	Search for learning contents		<b>†</b>	e RP
🗰 HUBS 🗲 🚢 NETWORK 🕻	My MDO			
Network home My connections	Q Search user			
Connection Requests	Last added Sort by name			
From my MDO				
Recommended connections	Users from MDO			
	UT	uo	мо	
	<b>User Two</b> Ministry of Home Affairs	User One Ministry of Home Affairs	Member One Ministry of Home Affairs	
	Connect	Connect	Connect	
	OU	нк	FA	
	Officer User Ministry of Home Affairs	Haridas Kakunje Ministry of Home Affairs	Frac Admin Ministry of Home Affairs	
	Connect	Connect	Connect	

## 9.3.5 Recommended Connections

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

😚 iG@T	Q Search for learning contents	A 🖡 📭
🛗 HUBS 🗲 🎎 NETWOR	K > 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	

## 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".

AND INTER	Q. Search for learning contents	🕈 il. 🔛
= EXPLORE > 💥 NETV	XORK > 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 Transformation     Vou constantly use energy in your daily activities. When you turn on the lights or heat fi     In your on the lights or heat fi     In your on the lights or heat fi     In your are using some type of energy. In other cases, your interactio     are less obvious. When you are sleeping, your body is using energy to maintain your int     temperature, breathe, digest food, and repair injured cells. There are many types of energy     issued on April 2025	ons with energy ernal
	Certifications and Skills	
	No certification information available	
	Academics	
	Hobbies	
	No hobbles information available	
	Discussions	
	Recent posts Best posts Saved posts	
	No Data	
Hubs	Related links Support About	us
Learn	CBP Portal Frequently asked questions Mission	Karmayogi
Discuss Network		ogi Bharat y building commission
Career		
Competencies Events	ទីរ ខែ	G@T
	© Copyright 2021-2022	

which was	Q Search for learning contents	nt s
	RK	
SS	Sanjeev S DoPT(Department of Personnel and Training	Call Profile
	0 Connections 1 Discussions	
Profile info	Certifications	
Certifications	Career history	
Career history	Assistant Section Officer	
Academics	DoPT(Department of Personnel and Training	
Hobbles	Academics	
	X STANDARD	
	No Information Available	
	XII STANDARD	
	No Information Available	
	GRADUATE	
	No Information Available	
	POSTGRADUATE	
	No Information Available	
	Hobbies	
	No hobbles information available	
	Discussions	
	Recent posts Best posts Saved posts	
	What are the main components of communication process?	
	General Discussion • Asked a year ago	
	<sup>†</sup> ↓ 9 Votes	10 comments
Hubs Learn	Related links Support Frac Dictionary Frequently asked questions	<b>About us</b> Karmayogi Bharat
Discuss		
Network		र्के कर्मचेगी भारत 
Career Competencies		
Events		
	Copyright 2021-2022	

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

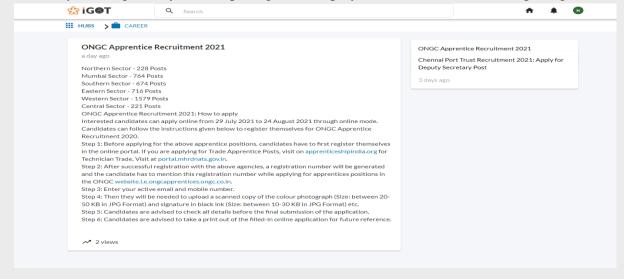
## 9.4 Career Hub

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.

🔛 HUBS 🍾 💼 CAREER		
Career recomme your fingertips		
All openings Q Search		
Q Search	Deputy Sec	rt Trust Recruitment 2021: Apply for retary Post
Q Search  Recent Most Viewed  ONGC Apprentice Recruitmen		

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'.

All interest and	Q Search for learning contents	😒 ផ្លែ	et 🕈 ili 💷	
= EXPLORE > 🇯 CO	DMPETENCIES			
compet Enables employees	r built on tencies and employers to identify competency gaps, signal expert fan capacity building efforts	fixe	3	
Your competencies All competencies	Your competencies	7 Recommended compatencies		
	Recommended from FRAC Recommended from VVAT	Added by you		
	Recommendations are based on your position a your position. Please go to your <u>Profile</u> page to updat     Policy Development     Domain	and are coming from FRAC dictionary allocated to te your position Not enough data		
	<b>Empathy</b> 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	<b>Related links</b> 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	
Events	ФСоруг	ight 2021-2022		

# 9.5.1 Self attest competency

As the user clicks on any competency from the recommended list

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= EXPLORE > 🏞 C	OMPETENCIES			
Your competencies All competencies	Policy Development Understand, examine, and forece ensure alignment with governm Competency type: Domain Competency area: Public Poli		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 develop major policies in india and the underlying intent be	tion, resources, and actors across the policy (welfare, regulatory, distributive, etc.) and the pment (legislature, executive, judiciary, etc.) Aware of	
	Level 2 Supports identification of policy development priorities		ces of information Documents information and ilicy development priorities within formal and informal ior policies in India, including implementation statistics,	
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on 1 problems through local contexts, government obje processes Reviews policy development cycles to e major policies in India to illustrate evolving trends, development	ectives, user perspectives, and implementation nsure they align with governmental priorities Analyses	

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

48 =	कर्षियोगी भारत	Q Search for learning contents	1		🕈 di 🖭	
≡ ex	XPLORE ゝ 🋸 COMP	ETENCIES				
Your competencies All competencies		Select your competency level X You are self-declaring competency and you can also take the competency assessment to add further credibility		npetency		
		Level 1 Understands the policy development cycle	Understands the policy development cycle, spe (agenda setting, formulation, design, analysis, et relevant information, resources, and actors acr development cycle Recalls types of public polici regulatory, distributive, etc.) and the institution role in policy development legislature, executiv Aware of major policies in India and the underly them	tc.) Assists in sourcing oss the policy les (welfare, is that play a crucial we, judiclary, etc.) ving intent behind	mulation, design, sthe policy set), and the	
	Level 2 Supports identification of policy development priorities	Applies historical trends to contemporary polic Diagnoses policy problems by identifying patter across sources of information Documents infor with relevant stakeholders to identify policy de- within formal and informal institutions Maintain assessment to have Nigher credibility	y development cycles rns and relationships mation and interacts velopment priorities	diciary, etc.) Aware of licy problems by formation and in formal and informal ilementation statistics,		
		Reviews policy development cycles	Assess policy development cycles with a focus on Int problems through local contexts, government object processes Review policy development cycles to em major policies in India to illustrate evolving trends, m development	tives, user perspectives, and ir sure they align with governme	nplementation ntal priorities Analyses	

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

#### 9.5.2 Remove competency

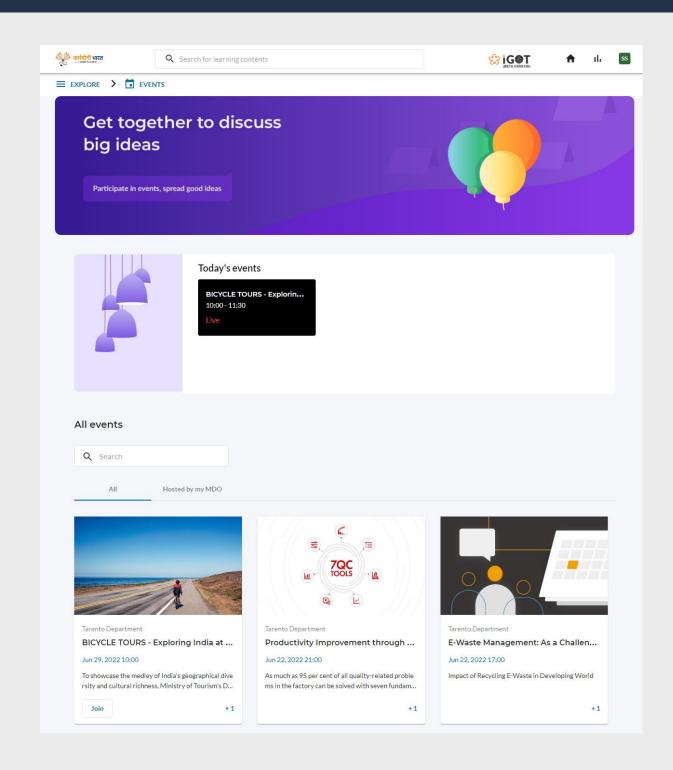
User removes the added competency by selecting the competency and then clicking on the "Remove from my list" button.

र्थ्युके <u>कार्यना भ</u> ास	Q Search for learning cont	tents 🔅 iGet 🛧 il. 💴
= explore > 🌸	COMPETENCIES	
Your competencies All competencies	Policy Development Understand, examine, and foree ensure alignment with governm Competency type: Domain Competency area: Public Poli	cast policy development cycles, specifically in India, to ment priorities.
	Competency level	Description
	Level 1 Understands the policy development cycle	Understands the policy development cycle, specifically in India (agenda setting, formulation, design, analysis, etc.). Assists in sourching relevant information, resources, and actors across the policy development cycle Recalls types of public policies (welfare, regulatory, distributive, etc.) and the institutions that play a crucial role in policy development (begulature, executive, judiclary, etc.) Aware of major policies in India and the underlying intent behind them
	Level 2 Supports identification of policy development priorities	Applies historical trends to contemporary policy development cycles Diagnoses policy problems by identifying patterns and relationships across sources of information Documents information and interacts with relevant stakeholders to identify policy development priorities within formal and informal institutions Maintains an updated database of major policies in India. Including implementation statistics, upcoming evaluation programmes, academic literature, potential changes, etc.
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on intent and effectiveness Conceptualises policy problems through local contexts, government objectives, user perspectives, and implementation processes Reviews policy development cycles to ensure they align with governmental priorities Analyses major policies in India to illustrate evolving trends, new evidence, and major changes in policy development.
And and the second second	Q Search for learning cont	tents 🕸 iGOT 🛧 il. 💷
= explore > 🌸	COMPETENCIES	

•**		BETA FERS ON
= explore > 🌲 co	OMPETENCIES	
Your competencies All competencies	ensure alignment with governme Competency type: Domain Competency area: Public Polic Policy Developmen	sy
	Level 2 Supports identification of policy development priorities	Applies historical trends to contemporary policy development cycles Diagnoses policy problems by identifying patterns and relationships across sources of information Documents information and interacts with relevant stateholders to identify policy development priorities within formal and informal institutions Maintains an updated database of major policies in India, including implementation statistics, upcoming evaluation programmes, academic literature, potential changes, etc.
	Level 3 Reviews policy development cycles	Assess policy development cycles with a focus on intent and effectiveness Conceptualises policy problems through local contexts, government objectives, user perspectives, and implementation processes Reviews policy development cycles to ensure they ailign with governmental priorities Analyses major policies in India to illustrate evolving trends, new evidence, and major changes in policy development.

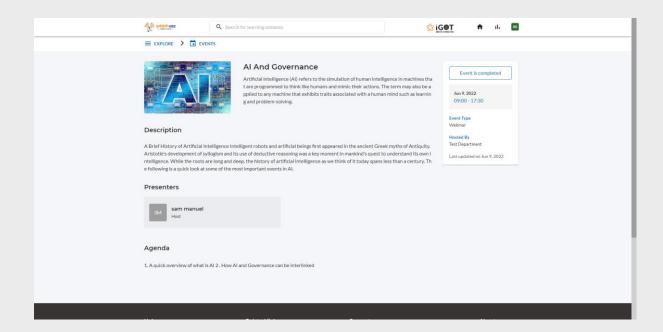
## 9.6 Events Hub

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

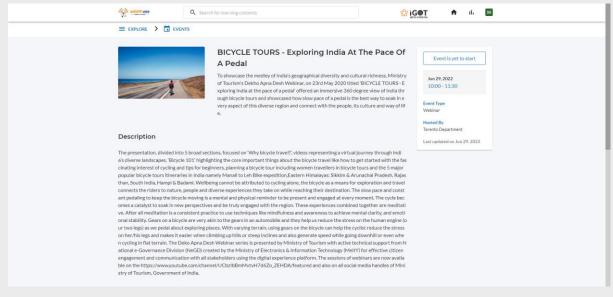


Officers can click on any event and based on the time of event they can view the details of that event

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

🚼 iG@T 🔍 Search	for learning contents	★ 💌
III HUBS 🗲 🖬 EVENTS		
	New Test Event 16 Aug Summary test Uve	Attend Live Event Aug 25,2021 11:00-13:00 Event Type Webloar Heatsel By New NHTest Last updated on Aug 16, 2021
Description		
description text		
Presenters		
TT test test Host	test test Host	
Agenda		
agenda text		
	© Copyright 2020 2021   About Us   Feedback	

#### **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

*	Search for learning contents.			😚 iGOT 📅 II. 🔤	
≡ I Hul	EXPLORE > 💽 KNOWLEDGE RESO	OURCE			
X	Learn Shape your Skills with hunderds of online course	Have a question? Have an Idea? discuss with your poers	Network     Connect with interesting people, see     what they are upto.	Career Explore the carrier option grow into the path you are	
$\langle \rangle$	Add your competencies, see what others are adding	rs Add your events			
Do	more				
	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	
Qui	ick links				
	Frac Dictionary     The dictionary of framework of roles.     activities and competencies.				
	Gain your kno	owledge			
	Find the latest policies, circulars and knowledge resources.				

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

All the section second	Q. Search for learning contents	🕸 iget	🕈 ili 💴	
= explore > 📑 known	EDGE RESOURCE			
All Knowledge resources	Q Search			
Saved Knowledge resource	ISTM TRAINING CALENDAR - ISTM KRID026 THE ANNUAL TRAINING CALENDAR OF THE ISTM PUBLISHED ON THE WEBS 09 1 URL	ITE OF ISTM		To save the resource
	CD https://www.fatm.gov.in		^ 2 ©	To copy the URL
			To op	oen URL in new tab

## 4. Click on saved resources

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All Knowledge resources	Q Search			
Saved Knowledge resource				
	ISTM Fundamental and Supplementary Rules KBID023			R
	ISTM TRAINING CALENDAR - ISTM KRID026 GD 1URL			

## **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

Q Search f	for learning contents		n ili 💷	
EXPLORE Hubs				
Shape your Skills with hunderds-of online course	Have a question? Have an Idea? discuss	Network Connect with Interesting people, see what they are upto.	the carrier option grow into the	
Add your competencies, see what others are adding	Add your events		/	
Do more				
Find the latest policies, circulars and all available knowledge resources.			ets topics of your interest and lice your experience	
Quick links				
Frac Dictionary The dictionary of framework of roles, activities and competencies.	MDO Portal Manage MDO user access, work orders and events			
iGOT Karmayo Transforming MOT Karangi is anali-fast attere MOT Karangi is anali-fast attere for a second and the plane support the proone better at their plane support the proone better at their plane support the proone better at their plane support the second better at the second better at the second better second better at the second better at the second better second better at the second better at the second better second better second better at the second better second better	Covernment Copy with h Instact CBPs in that will revants to colleagues A space to discover events of	eb- enderting glatform intellig promote peer kanning Network hub intelligent recom	enne to inendations for 1 G cannet with	
		en 'position' search, based al recommendations dismain, functional) requires		

2. Choose the section and make the changes

2. Enter all your roles 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 work, to the best of your understanding. This information will help us tailor a more personalized experience and
A New A PACKING      Control of the time of the latter in the latte
A Current competencies   5. Desired competencies   6. Platform walkthrough   Type the role name   Type the role name   Type the role name   Type the schilties you perform so part of this role.*   Type the activities you perform so part of this role.*   Type the activities.   Type the activities.   Type the activities.
role 🖍 Edit 🔋 Delete
Previous: 1. Welcome Your selections are automatically saved.