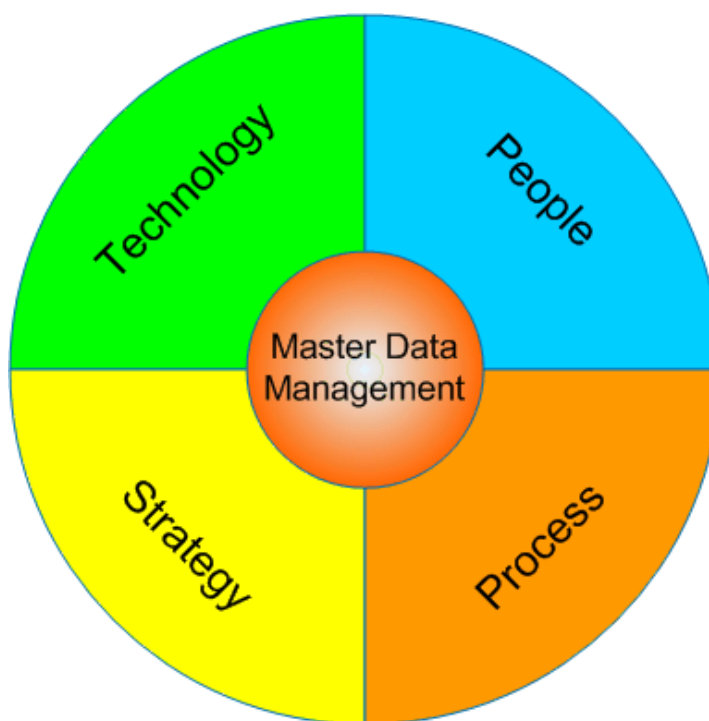# MODULE C

ONLINE SOFTWARE USER MANUAL FOR UPDATING MASTER DATA

USER-MANUAL

Version 1.0

Integrated Disease Surveillance Project (IDSP)

National Informatics Centre
Department of Information Technology
Ministry of Communication and Information Technology
Government of India

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Module C: Online Software User Manual for Updating Master Data

1. INTRODUCTION

The Integrated Disease Surveillance Project (IDSP) covering all states in India, seeks to assist the central and state governments to shift from a centrally driven, vertically organized disease surveillance system to one which is coordinated by the center and implemented by the states, districts and communities. Since the tribal population constitute the poorest and the most vulnerable of the social groups in the Project, a Tribal Development Plan is proposed as an integral part of IDSP. World Bank's Operational Directive 4.20 related to Indigenous People is triggered in IDSP.

The project seeks to involve all stakeholders including tribal in disease surveillance to enable rapid identification of disease conditions and outbreaks to prevent large scale impacts and also is geared towards a quick response from the health system to this information. Involvement of tribal in the project would contribute to improved heath status among them.

For tribal populations this means that there is (i) strengthened link between the tribal communities and the health system leading to greater credibility of the health system,(ii) less reached and unreached areas where the tribal live are brought into the fold of disease surveillance; (iii) increased disease identification and reporting by tribal communities overcoming their socio-cultural and economic barriers; (iv) improved health awareness for disease prevention and treatment amongst the tribal; and (v) improved surveillance of the health of the tribal – project is expected to monitor a set of communicable and non-communicable diseases.

2. HANDLING INSTRUCTIONS

How to invoke the **Software**?

The Web-based application package for Integrated Disease Surveillance Project (IDSP) can be invoked using Internet Explorer or any other browser (for better results use Internet Explorer) using the URL **http://idsp.nic.in** and then clicking the steps for invoking is given below

1) 1) Double-click on *Internet Explorer*
2) 2) Internet Explorer Windows Opens
3) 3) Type the URL **http://idsp.nic.in** and then it will display Home page. Now
4) 4) To see the reports click on **IDSP Reports**.
5) 5) To see the Form Submission Status Click on **Form Submission Reports.**
6) **6)** To see the Details Reports click on **Details Reports.**
7) 7) To see the Graphical Reports click on **Graphical Reports**
8) 8) To Set Threshold value for District, Enter Reporting Unit Details
   , Enter New Block**,** Enter New Reporting Unit, Population and for
   New User Registration clicks Admin.

Note: (A) Before Entering Data in Forms **S, P, L1, L2, and L3, W. Block** and **Reporting Unit and Population** Must Be Entered By using the **Admin button** at Home Page.
To do so click on **Admin** and then **Reporting Unit Details. As in Below Screen.**

(B): This Module is basically for to enter the new BLOCK, REPORTING UNIT and POPULATION , population can also be updated.
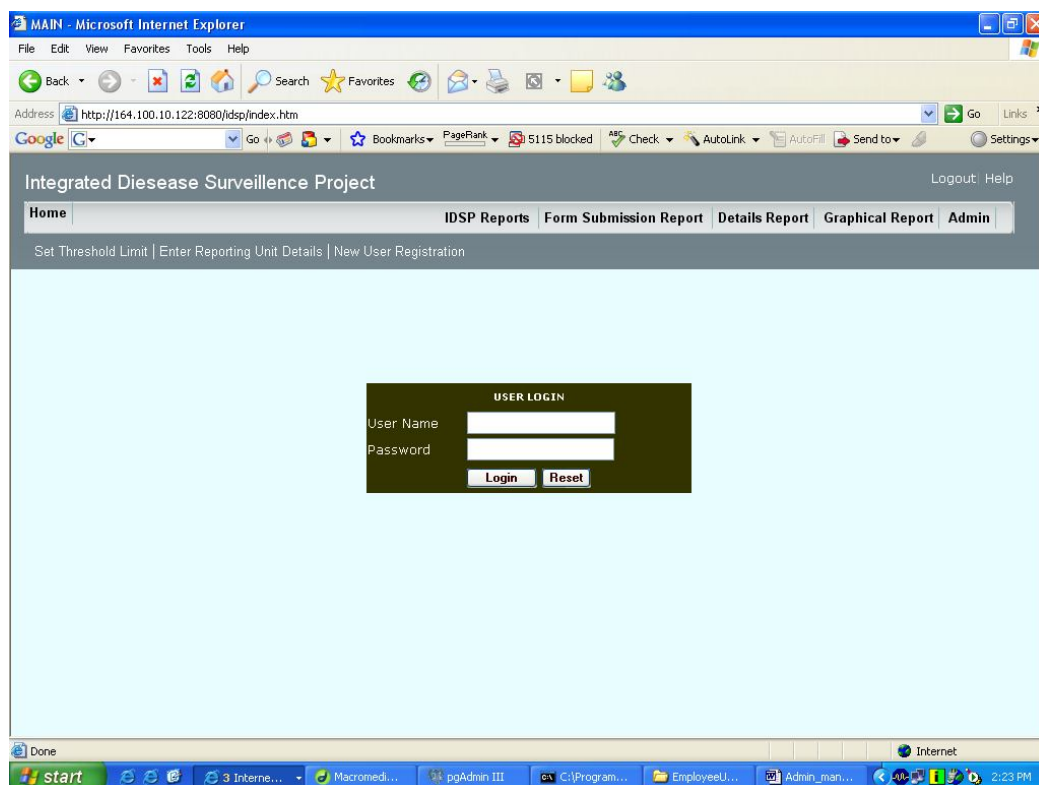
3   Login Form

The form displays fields for entering the user-id and password and buttons to

Submit and Reset the information being fed.

In case, the user is not authorized and gives a wrong user-id, the message

"Wrong User-ID/Password, try again" is displayed. In this case the user will

Not be able to perform certain activities, which require authorized access, only

The informative or general public query pages can be seen.

In case of correct user-id and password, a welcome page is displayed and the
User can perform all the activities for which he/she is authorized. The user
Details and forms menu will display as shown below.
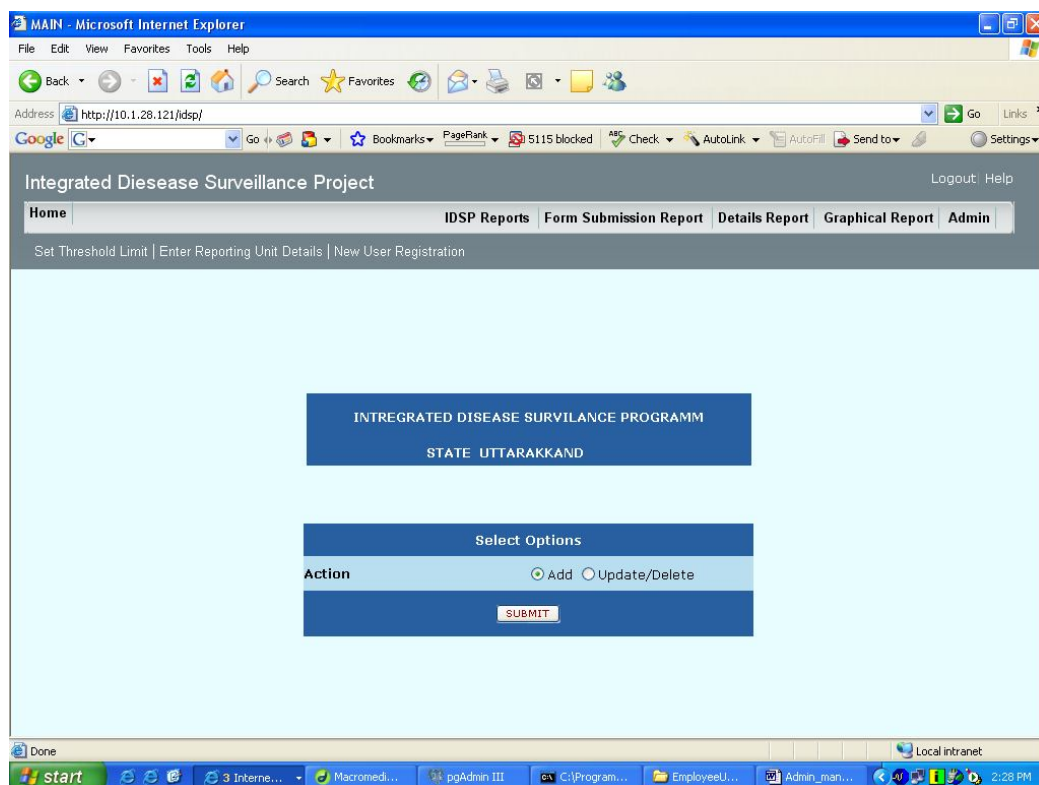
Fig: Menu screen

4.   **Application Activity Menu**

The Application Window contains the activity menu having following options.

1.   1.   Add.
2.   2.   Update/Delete

The **Forms** menu contains the sub menus related to its different activities of Data Entry Module, like **New Block** and **Reporting Unit** Entry *Details*.
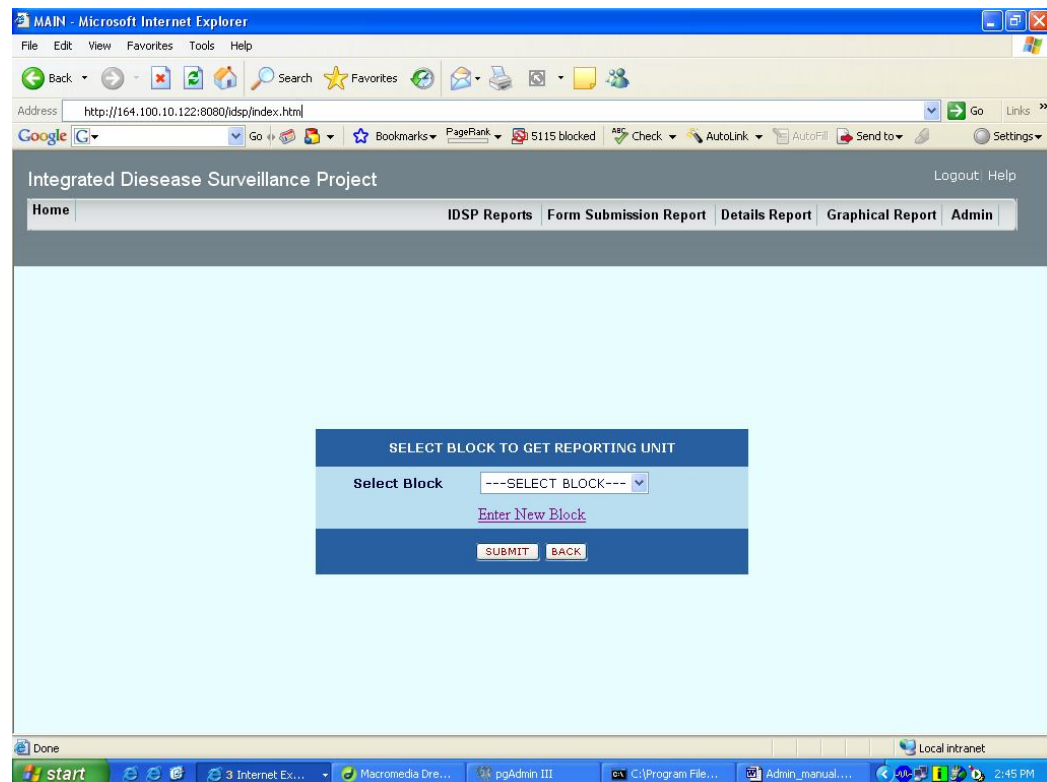
5   **Basic Operations**

5.1 **Data Entry Add Operation Steps:**

Step1. Clicking the submit button the following screen will display.
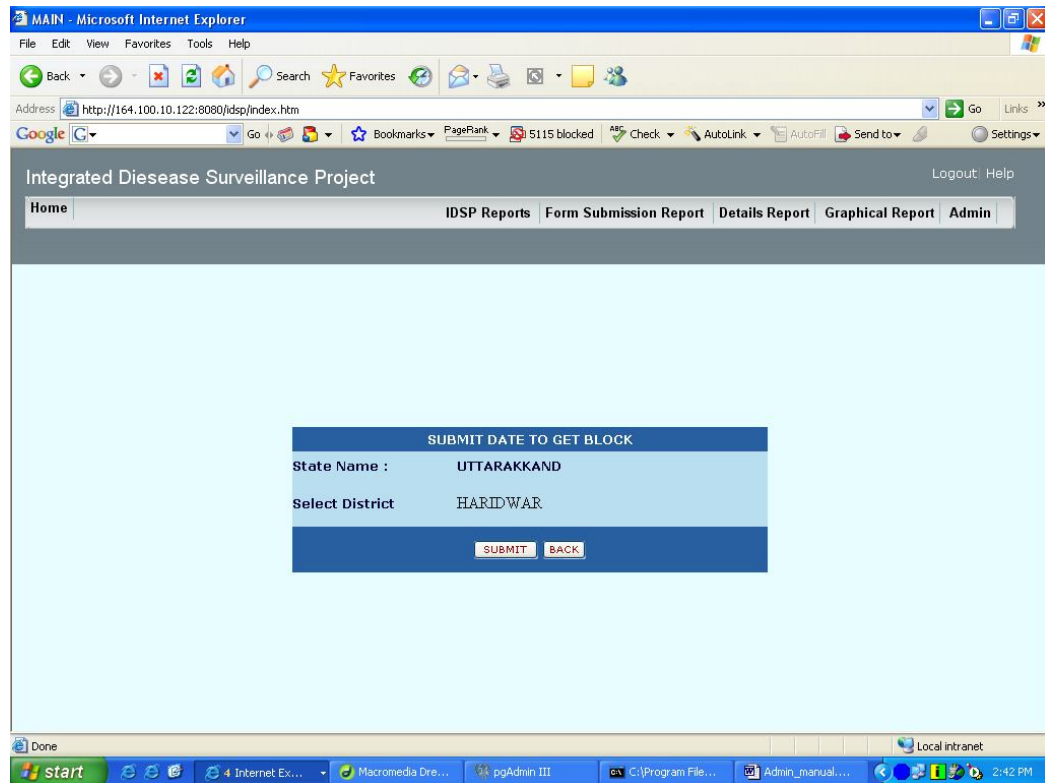
Step2: Again Submit. Page will display as below.

Step3: Here Existing Block name can be seen by drop down and if any block does

Not exists then new block can be added by using the link **Enter New Block**

3a. If Block is existing then user can select the block from drop down and **New Reporting Unit** Name and Population Can be entered as in below screen.

3b. If Block is not in Drop Down then New Block Can be entered. As shown in Below screen .
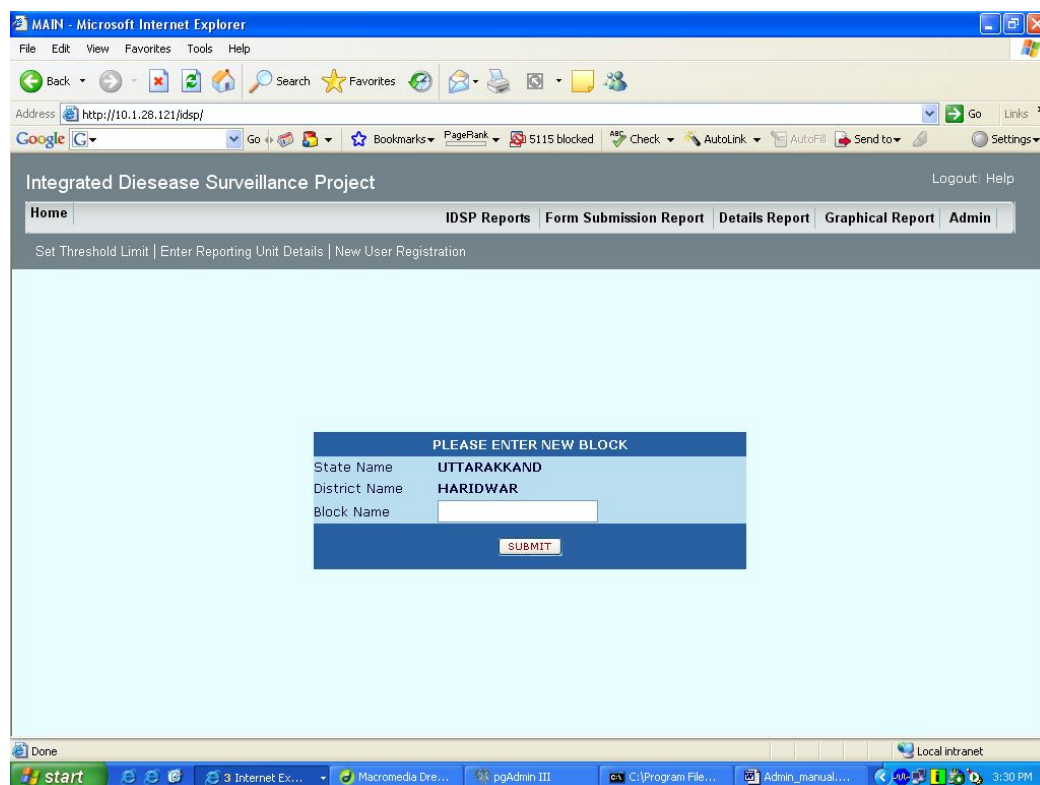
Enter new Block Here and submit now new block will be in Drop Down now user can apply same process as in Step (3a).

After adding successfully Block a message will be display.
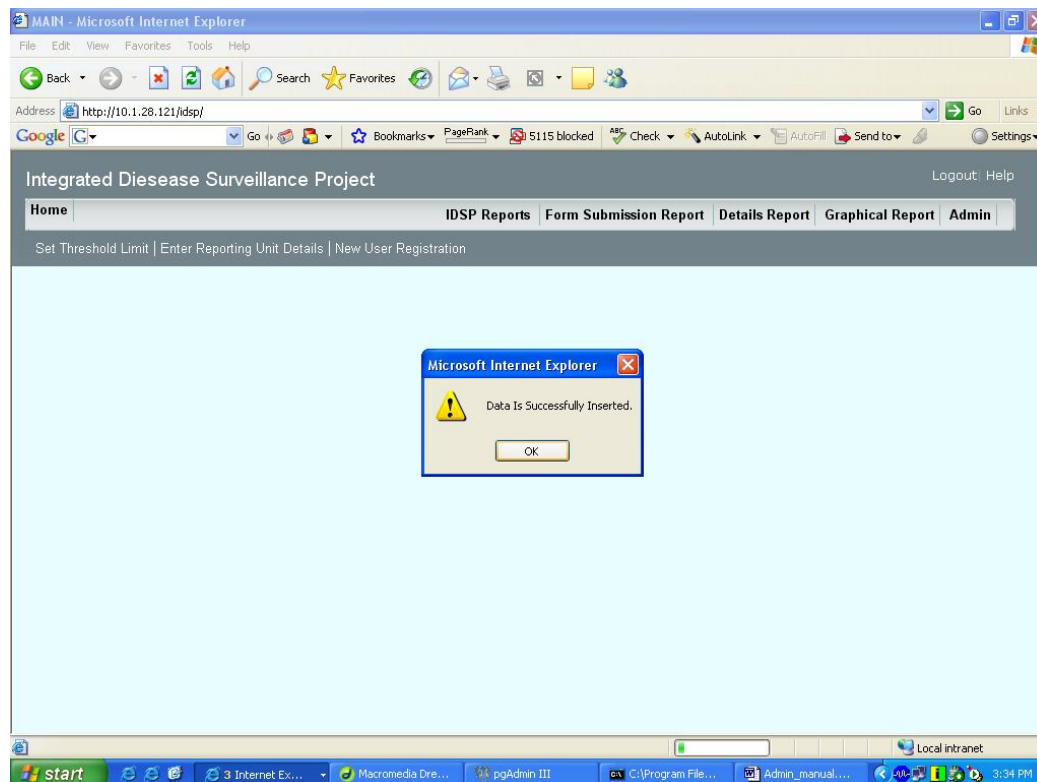
5.1

5.2 **Data Entry Update/Delete Operation Steps:**

Note: Here block and Reporting Unit can be deleted only in case
When no records found in database table of Forms submitted
By users.
First delete the data from Forms table and then reporting unit
And then Block from Admin. Forms data can delete by using
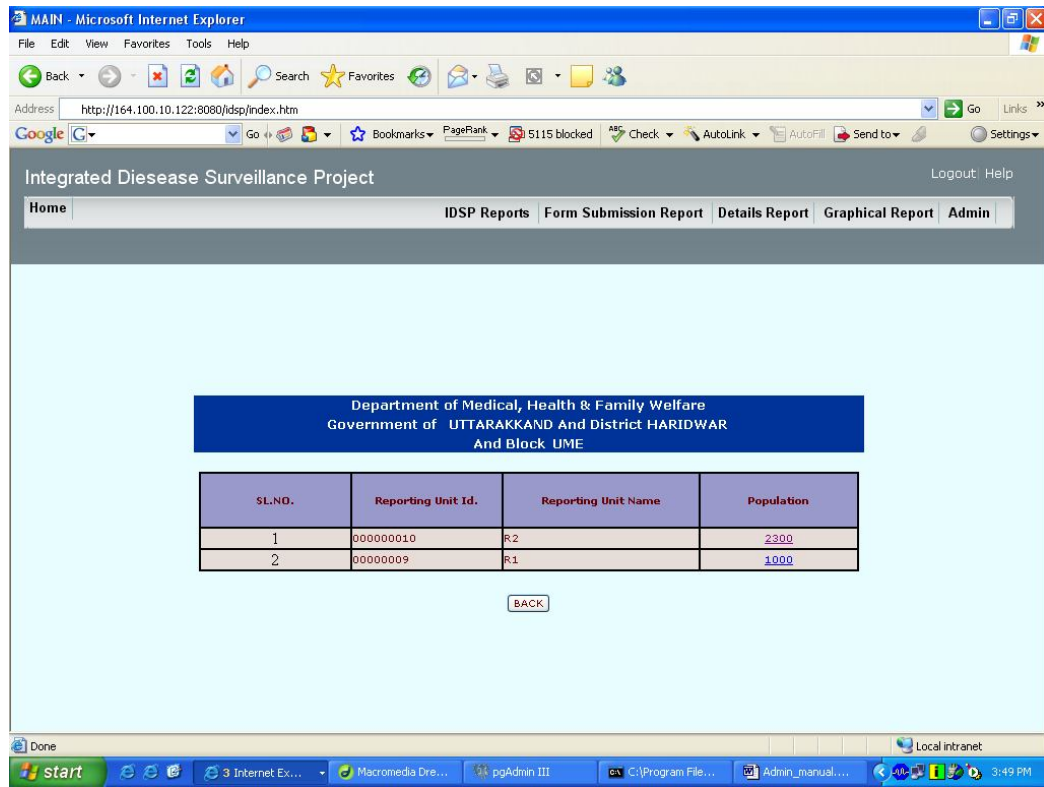**Menu as in below screen**

Step1: Select option update/delete as in below screen.
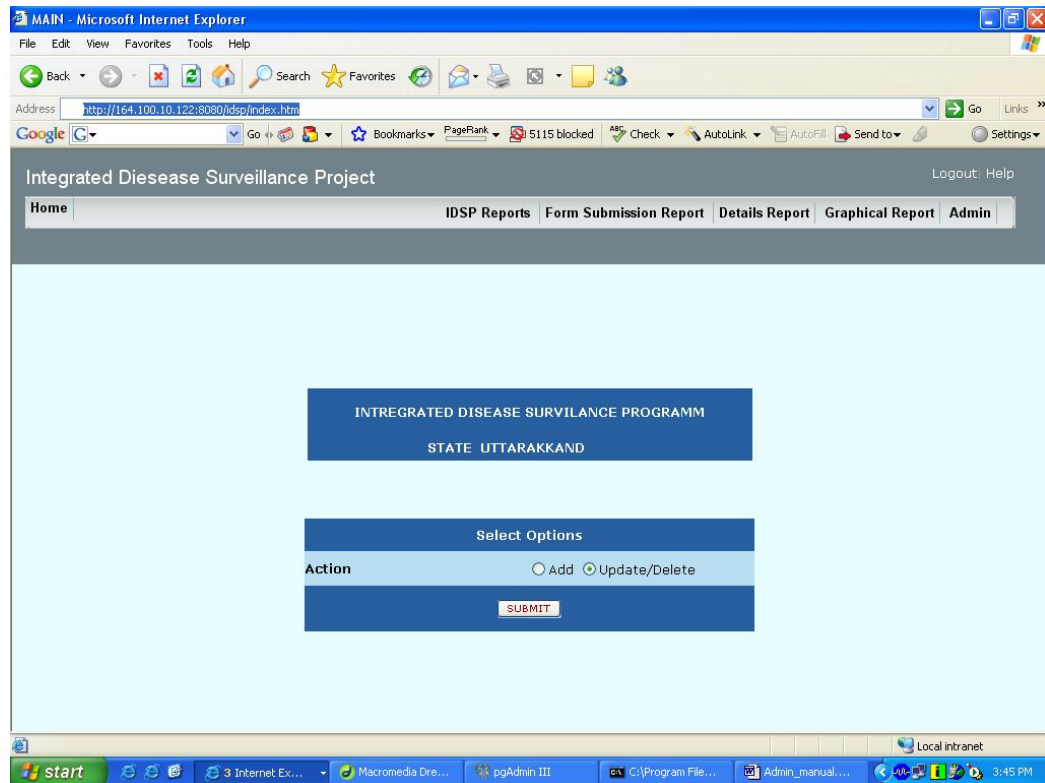
Step2: Click on Submit you will get screen as below. Here you can delete
Wrong entry also.
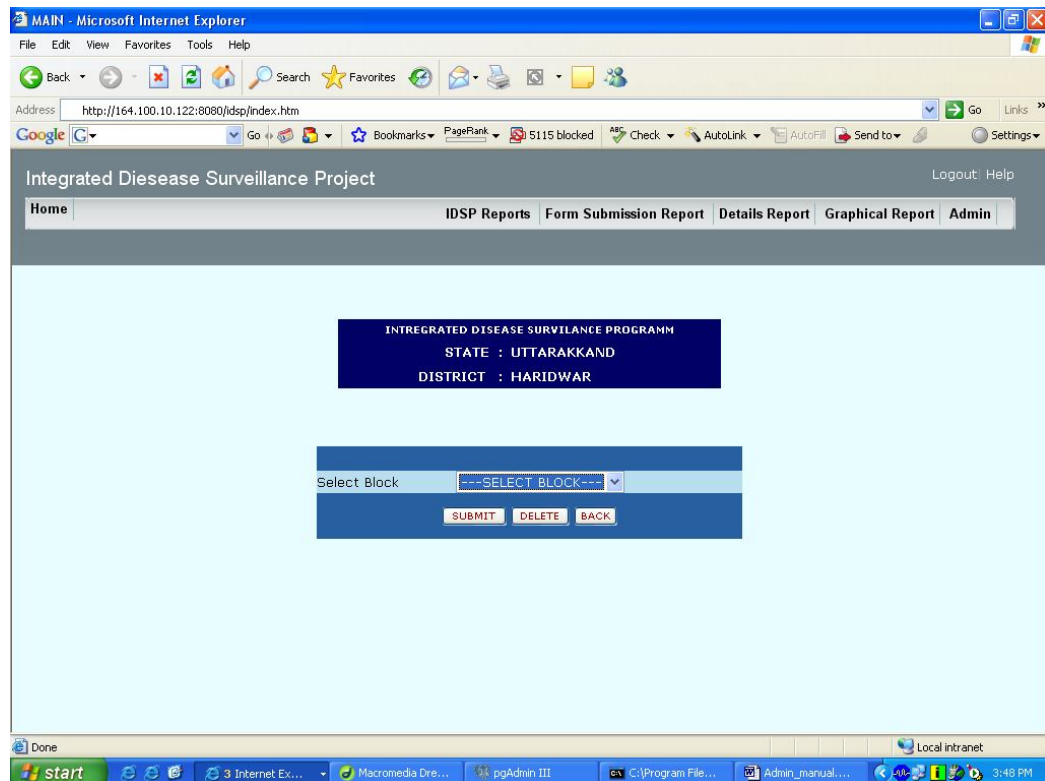
Step3: Select Block and submit. Here a screen will display like.

Step4: As in above screen click on link population you will get a popup
Window where population can be updated and records can be
Deleted by using the buttons. As in below screen
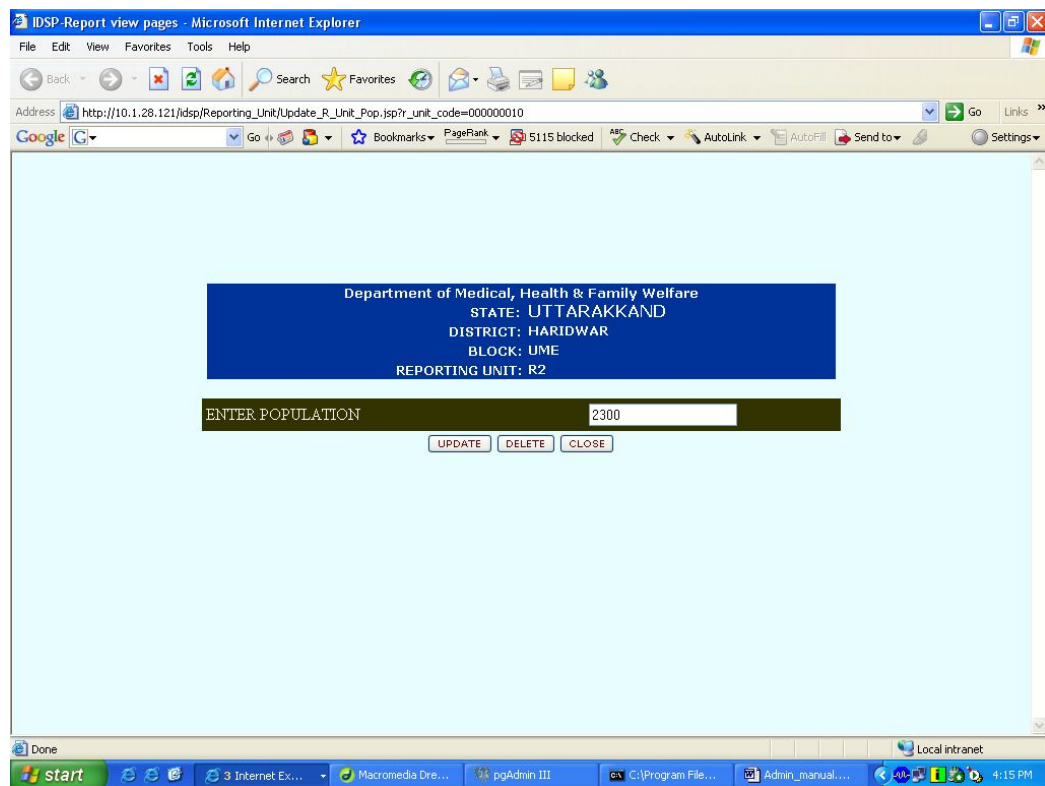
Here click on delete button all records related to Reporting unit will be removed from database.