



Overview & Features of
ONLINE APPLICATION SYSTEM

for
RECRUITMENT & SELECTION TEST

Annexure B(ONLAPP)

OVERVIEW & FEATURES**1. OVERVIEW****a) DESCRIPTION OF ONLINE SYSTEM:**

- i) Addmen Online Application is a generic platform which can be used to conduct various type of Online data collection and management activity according to different organizational needs. It is not specific to any particular institutional structure.
- ii) The system shall provide a front end interface integrated with your website for the online application by candidate, and a backend interface for administrator for management of application records.
- iii) Output can be obtained in printable format or exported to Access, Excel, DBF, CSV or XML formats.

b) SYSTEM COMPONENTS:

- i) **Website** : A website similar to (XXXXXXXX) dedicated to Recruitments, containing Job Advertisement, Notifications, Category wise Vacancies, Eligibility Criteria, Important Dates, Guidelines for Application Form filling & Fee Payment.
- ii) **Online Application Software** : A fully managed and independently hosted web application backed by a secured database shall be linked to the website.
- iii) **SMS System**: Integrated web based SMS system for alerts at different steps

c) WEBSITE INTEGRATION AND BRANDING:

- i) A web based online application system, independently hosted on a secure data server backed by a secured SQL database shall be linked to the website.
- ii) You can add a link to your website and easily connect this Online Software to your website.
- iii) If you want to register candidates from your website, then add the software's "Registration Interface" to your website.
- iv) The Online Application System will be accessible from the client's website homepage. However, it shall not use the resources of the website.
- v) Application form is accessed through an anonymous link from an IP and appears to be a part of your website. It is again provided as a simple HTML code that can be added to your webpage by your own web developer.
- vi) Institutes Name and logo is visible all over the Software, no identity of Addmen is disclosed.

d) ACCESSIBILITY:

- i) One super-administrator account will be provided to Client.
- ii) Any number of administrative or end users can be created with specific/limited access rights allocated by the super-administrator.
- iii) Any user shall be able to access or perform tasks limited to his privileges.
- iv) Multiple branches Courses/Posts and Centres can be created in the software. In case of multi-district examinations. The system shall maintain discreet accounts for all individual districts/ zones.
- v) #OMR Application forms can also be uploaded into the system.
- vi) Candidates who have submitted hard copy application can be registered by Admin.
- vii) The administrative user in each branch will be able to have a quick view on the current statistics in a category wise, status wise chart of Applications.

- e) HOSTING, MAINTENANCE & BACKUP (in case of Lease option):**
- i) The Online Registration software shall be provided with additional bandwidth resources, database and webspace on Class A server on Tier IV secure datacenter.
 - ii) Time to time updations and technical maintenance and daily data backup shall be taken care by Addmen.
 - iii) Client shall receive weekly copies of backup. Also the client's administrator shall be able to download the hosted data at any time in excel.
- f) APPLICATION FEE PAYMENT:**
- Either of the following methods can be adopted:
- i) **Bank Challan Method:** The payments shall be done through bank challans, the system shall be able to receive and import the files provided by the bank.
 - ii) **Online Payment through Payment Gateway:** In case the client wishes to add Online payment gateway to the application, we shall do the technical needful. However, all the responsibilities of documentation for subscription of gateway, one-time or recurrent expenses related to the gateway have to be borne by the client.
 - iii) **Offline Payment through Cheque/DD by Post:** The system shall have an interface where the Client Admin can set the status of cleared payments after tallying with bank.
 - iv) **Payment Gateway** facility is available in software. It can be activated if client has subscribed to a Payment Gateway account. The client has to procure the payment gateway for his website by submitting his credential to the Gateway provider and upon approval when he receives the logins to the Gateway account, they are shared with us for integration into the system.

2. ONLINE APPLICATION PROCESS (Submission of Hard copy Form by Post & payment by DD/Cheque):

- a) **Applicant :** Read all the necessary information on the website and be ready with DD/Bankers Cheque of Application Fee.
- b) **Applicant :** Can directly begin their online application and fill their online application form in multiple steps.
- c) **System :** On submission of step 1, an account shall be created for the candidate, which he can access at different times upto the final date to update his information..
- d) **Applicant :** Somewhere in the application form it will ask about DD/Cheque number which the applicant will enter.
- e) **System :** Receive online applications directly into the applicant database, no need of reentry. Payment information will reach the administrator when form is submitted.
- f) **Admin :** Tally the online applications with the hardcopy forms and cheques/DDs received by post. The cheque no. of the DD/Cheque received with hardcopy form can be searched in the application database and the application can be given a payment clear confirmation.

3. ONLINE APPLICATION PROCESS (Bank Challan Method):

- a) **Applicant :** Read all the necessary information on the website and make a registration into the system by filling brief information.
- b) **System :** Generate a Application No. and bank challan for deposit.
- c) **Admin :** Upload the applicant data to the bank website to allow the candidates to deposit fee.
- d) **Applicant :** The challan can be deposited by cash in bank or through net banking.

ADDMEN ONLINE APPLICATION SYSTEM

OVERVIEW & FEATURES

- e) **Bank System** : On deposit of Registration Fee in Bank, the candidate will receive a unique transaction number.
- f) **Admin** : Download completed transaction data from the bank and update the online application system to allow the candidates to start their application forms.
- g) **Applicant** : Can begin online application after validating the transaction number and fill their online application form in multiple steps.
- h) **System** : On submission of step 1, an account shall be created for the candidate, which he can access at different times upto the final date to update his information. The applicant will receive an automatic email/SMS to confirm his application number, username & password.
- i) **System** : Receive online applications directly into the applicant database, no need of reentry.

4. ONLINE APPLICATION PROCESS (Payment Gateway Method):

- a) **Applicant** : Read all the necessary information on the website and
- b) **Applicant** : Can directly begin their online application and fill their online application form in multiple steps.
- c) **System** : On submission of step 1, an account shall be created for the candidate, which he can access at different times upto the final date to update his information. The applicant will receive an automatic email/SMS to confirm his application number, username & password.
- d) **Applicant** : At the end of the application filling process, the application fee can be deposited through payment gateway using Credit/Debit Card or Net Banking facility of any bank
- e) **System** : Receive online applications directly into the applicant database, no need of reentry.

5. ONLINE ADMIT CARD DOWNLOAD :

- a) **Client** : Client back office will provide approval policy or list of approved candidates.
- b) **Admin** : Scrutinize the data obtained through online applications by performing various filters using the software backend dashboard for administrator. The status of the applications that fulfill the criteria is set to Approved for Admit card.
- c) **Admin** : Allow generation and download of Admit Cards for approved candidates. Applicants can be informed by email/SMS for the availability of Admit card or rejection in scrutiny.
- d) **Applicant** : Download admit card from the same website when published and informed by the administrator.
- e) **Admin**: Shall also generate various types of Reports and Roll Lists as required at various stages of the recruitment Exam and Interview selection process.

6. VARIOUS TYPES OF ROLL LISTS & PHOTO LISTS GENERATED AS OUTPUT

EXEMPLARY LAYOUT OF STATUS REPORT

PASHUPALAN VIBHAG, UTTAR PRADESH (ZONE: CHITRAKOOT)

CATEGORY/SUB-CATEGORY WISE REPORT(As on 12/30/2013)

CUMULATIVE STATUS:

SUB-CATEGORY V	CATEGORY> STATUS>	GEN			OBC			SC			ST			TOTAL			
		REG	PAID	APP	FNSH	REG	PAID	APP	FNSH	REG	PAID	APP	FNSH				
FEMALE		0	0	7	0	0	0	4	0	0	0	5	0	0	0	0	16
FREEDOM FIGHTER		1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	4
NA		0	15	152	0	0	18	72	0	0	11	63	0	0	1	0	332
NONE		902	209	0	0	655	130	0	0	328	114	0	0	12	2	0	2352
PH		0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL:		903	225	163	0	655	148	76	0	328	125	68	0	12	2	1	2706

CURRENT RECORD STATUS:

CATEGORY> SUB-CATEGORY V	GEN			OBC			SC			ST			Total				
	Applied	Paid	Register	Uploads	Total	Applied	Paid	Register	Uploads	Total	Applied	Paid		Register	Uploads		
FEMALE	7	0	0	0	7	4	0	0	0	4	5	0	0	0	0	0	0
FREEDOM FIGHT	3	0	0	1	4	0	0	0	0	0	0	0	0	0	0	0	0
NA	152	15	0	0	167	72	18	0	0	90	63	11	0	0	74	1	0
NONE	0	209	67	835	1111	0	130	71	584	785	0	114	35	293	442	0	2
PH	1	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Total	163	225	67	836	1291	76	148	71	584	879	68	125	35	293	521	1	2

ROLL LIST FOR EXAMINATION HALL SEATS ALLOCATION

पशुधन प्रसार अधिकारी के रिक्त पदों पर नियुक्ति से पूर्व दो वर्षीय प्रशिक्षण हेतु चयन/ भर्ती

कार्यालय अपर निदेशक डेड-2, पशुपालन विभाग, उत्तर प्रदेश (वाराणसी मंडल)

परीक्षा की तिथि - 02.02.2014 (रविवार)

परीक्षा की समय - 12:00 बजे से अपरान्ह 01:30 बजे

21731 Udai Pratap Inter College Bhojubeer Varanasi 221002

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क्रमांक	अनुक्रमांक	अभ्यर्थी का नाम	पिता/पति का नाम	कक्षा	
1	2173119351	MANI LAL	RAM NIRANJAN		
2	2173119352	INDRASHEEL	DHARMSHEEL		
3	2173119353	ANOOP KUMAR	PREM CHAND		
4	2173119354	MANJEET KUMAR SINGH KHUSHWA	SHAMBHU SINGH KUSHWAHA		

PHOTO LIST FOR ATTENDENCE

परीक्षा की तिथि - 02.02.2014 (रविवार)

उपस्थिति पत्रक

परीक्षा की समय - 12:00 बजे से अपरान्ह 01:30 बजे

कक्षा संख्या -

Prakash Bal Vidya Mandir Inter College Vishal khand -1 Gomti Nagar Lucknow

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क्रमांक :	36372			पत्र पंजिका संख्या :	उत्तर पत्रक संख्या :
अभ्यर्थी का नाम :	SATYA PRAKASH SINGH				
पिता/पति का नाम :	SIYA RAM SINGH			अभ्यर्थी के हस्ताक्षर:	कक्षा निरीक्षक के हस्ताक्षर:
अनुक्रमांक :	2135736385				
क्रमांक :	36373			पत्र पंजिका संख्या :	उत्तर पत्रक संख्या :
अभ्यर्थी का नाम :	GYAN SINGH				
पिता/पति का नाम :	KANCHAN SINGH			अभ्यर्थी के हस्ताक्षर:	कक्षा निरीक्षक के हस्ताक्षर:
अनुक्रमांक :	2135736386				

NAME SLIP FOR EXAMINATION HALL SEATS

परीक्षा केन्द्र का नाम: Adarsh jyoti Public Inter College Rajapur Allahabad

अनुक्रमांक : 2030100012	अनुक्रमांक : 2030100013
अभ्यर्थी का नाम: RAGHWENDRA SINGH	अभ्यर्थी का नाम: PRAMOD KUMAR TIWARI
अनुक्रमांक : 2030100014	अनुक्रमांक : 2030100015
अभ्यर्थी का नाम: RISHABH PAL	अभ्यर्थी का नाम: KAMINI KESHARWANI