

Team 16

NGO Information Management Suite 1.0

Installation Guide & User Manual
(Web Interface)

Overview

This is the user manual for NIMS, an information management suite on server side user interface for an NGO.

The first part gives a brief description of this document. The second part is the overview of this platform. The third part is the system overview which covers information regarding the application environment and the hardware and software requirements. The fourth part contains comprehensive guidelines for installing and using the platform.

Target Audience

This user manual is intended for our client **Vicharata Samuday Samarthan Manch (VSSM)** administrator for which this platform is being developed which would help them get acquainted with using the platform.

Version Control History

Version	Primary Author(s)	Description of Version	Reviewed By	Date Completed
2.0	Parth, Surbhi	User manual for server	Aakash	7 th April 2012
1.0	Lalit, Anshul, Aakash, Jesal	User Manual for Phase 1	Surbhi, Parth	23 rd Feb, 2012

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1. Introduction

1.1 Purpose

The purpose of this document is to provide the administrators, coordinator and other employees of the **NGO Vicharta Samuday Samarthan Manch (VSSM)** with a comprehensive guide to use the NGO Information Management Suite in an organised manner.

Its main purpose is to –

- Provide the administrator of the NGO with a guideline on using the NIMS for visualising and analysing the collected data in an efficient way.

1.2 Document Overview

This document is organized into the following sections:

- Introduction: Provides information related to this document.
- Product Description- This section will give a brief description of the various functionalities of the platform.
- System Specifications- Provides a detailed overview of the system specification and the operating environment.
- Installing and using the platform- This section will give the coordinators and the administrators a step by step guideline on installing and using this platform.
- FAQs- Deals with all the questions and answers to the platform.

1.3 Scope

The user manual contains all the essential information which would help the NGO administrator to make full use of the information management system. This manual includes a description of the system functions and capabilities, contingencies and alternate modes of operation, and step-by-step procedures for system access and use.

1.4 References

- System Requirement Specifications Document
- High Level Design Document
- Low Level Design Document

1.5 Methodology, Tools, Techniques

- Microsoft Word
- Microsoft Paint

1.6 Intended Audience

This user manual is intended for our client **Vicharata Samuday Samarthan Manch (VSSM)** for which this platform is being developed and also for other NGO who wish to use our application. It has been written in an easy-to-read language which will make the task of understanding the application easy and the experience enjoyable.

1.7 Primary Business Functions

The NGO VSSM maintains all its data by far, on paper which takes time for it to reach to NGO from coordinators working in remote locations. Also, the form in which the data comes is very complex (as people there don't have much knowledge of providing information). To solve this problem we develop an android application, which takes data in very tabular form, as to be filled on server side database and transfers it in real time to NGO server PC.

1.8 Contact Information

For additional information and any queries, the software engineering team can be contacted through any of the team members at sen16@googlegroups.com.

2. Product Description

2.1 Product Perspective

NIMS aims to provide a web-based information management system that will help the NGO in cataloguing their work in various fields in an efficient computerized manner rather than the manual, paper-based work style that they are using now. This will help the NGO in proper management of the data collected with the help of server based system and analysing the data for future use.

The product will provide the NGO with social mapping capabilities which helps in visualizing the work done in different fields and area by the NGO and other basic information needed by NGO.

2.2 Product Functions

This product provides following main functions to the client and user of the product:

- An interactive android application for the coordinator of the NGO who visits various families and organizations for collection of basic data.
- Server based information management system which organizes and analyses the data collected by the coordinators in computerized manner.
- This management system will also allow the coordinators of the NGO to better understand the work in progress and tasks at hand in an organized and statistical manner.
- Social maps which will give an explicit idea to the NGO about various tasks carried on and to be done in various areas on a visualized map.

2.3 Main user classes of the product

- Coordinators: They will use the ANDROID app on their respective tabs or phones for collection and assessment of the families of the areas they are assigned to work in.
- NGO Admin: They will have full access to the server side system and the website and will be in control of all the information collected at their side. They will be able to organize the work to the coordinators on the basis of the analysed data and social maps at server side.

3. System Specifications

3.1 System Overview

The information management system (IMS) will take care of the basic needs of cataloguing their work, evaluating the NGO and its employee (and community) and coordinator's performance and aid in creating social maps of the population and the area in which the coordinator is working. The IMS will be equipped with several relevant statistical analysis capabilities.

The IMS is going to consist of 3 parts (both software and hardware wise):

1. Client application (which will be at the coordinator's end) for easy data collection and updating.
2. Server application (at main centre of the NGO) for database management and analysis of the collected data.

3.2 Operating Environment for server side

This platform can work on any operating system with a Mozilla Firefox web browser. There are known issues with using the application with other browsers as follows:

1. There are scrolling problems with the graphs and other pages.
2. The pages are not displayed properly as the layout suggests.

3.3 System Features of server side web application

The interfaces for the server side (controlled by the NGO admin), the client side (used by the coordinators on their Android based mobile devices) and the general public website of the NGO are all different according to their varied needs.

3.3.1 for NGO Admin:

- Login: NGO administration personnel can login to access the database server for information pertaining to the functioning of the NGO on the field as well as off it.
- View/Update Coordinator Profile: NGO admin officials can view and update information about the coordinators employed by the NGO. A coordinator profile contains information like the coordinator's assigned locations and their work record. They can also register a new coordinator on the database.

- View/Update Social Maps: The organization can view and update information related to social maps.
- View/Update Projects: The NGO admin can view and modify information about the various projects run by the NGO.
- View/Update Communities: the NGO admin can view or update the information regarding different communities for which the NGO works.

3.4 System Requirements

3.4.1 Hardware Requirements

The project would require a personal computer with Windows operating system. The personal computer would be required for the NGO to run a server.

3.4.2 Software Requirements

The project would require, MySQL to maintain and manage database at server side, PHP, JAVASCRIPT for server side programming, WAMP server to provide a local server for running and testing PHP scripts at server side and Openlayers library (Google Map API or openstreetmap api) to implement the social mapping feature on the public website of the NGO. The project would require a domain to make the NGO server live. Only then the coordinator would be able to submit his forms into the NGO server database.

3.5 Safety requirements:

- The information that is being removed can be accessed indirectly, user can either maintain his/her own log book or can refer to the log file associated with the system.
- The coordinators and administrators have a unique user-name and passwords to view or edit pages depending on their permissions to access the data, so that there is no false or ambiguous data entry from any random person who is not a part of the organization.
- It is assumed that the computers must be well protected from viruses and other Internet-based threats in order to avoid crashing of server system, as it is the most crucial of all the components. Database should be secured with appropriate passwords and data backup options.

3.6 Security Requirements:

- Security will be inbuilt in the system, which will not allow unauthorized access to the system database. Moreover, it'll be insured that a user is tightly bound to the permissions/ restrictions of his domain and in any case is not able to violate it.
- If any user logs out, then the session is said to be closed and he has to login again to use the software i.e. he/she cannot go back with simply using 'Back' button of the web-based interface or application.
- In case the application shuts down abruptly, the system logs off the user automatically. In order to regain entry to the system, the user must log back in.
- For security reasons, the Web-based application logs off the user after a certain duration of inactivity. In order to regain entry to the system, the user must log back in.

4. Getting Started

4.1 Requirements:

- Web Server.
- Web Browser(preferably Firefox)
- Adobe Flash player for browser(firefox)

4.2 Installation

4.2.1 Web Server

We are giving a full DVD containing all the files for hosting the Web Server in your computer. Follow following instructions for the same:

1. Give the DVD to the Web Hosting Company for URL for your NGO's Website.
2. Ask them to run all the database files for establishing the database on their server on which you will maintain all the work of the NGO in the folder "*code/web_interface/back_end*"
3. Also ask them to upload all the files in the folder "*code/web_interface/front_end*" on the web-root then only you will be able to render them.
4. After receiving the URL refer to the android app user manual.

4.2.2 Web Browser

1. Visit the Firefox download page <http://www.mozilla.org/en-US/firefox/new/?from=getfirefox> in any browser (e.g. Microsoft Internet Explorer).



2. Click on the green download link to download the Firefox installer. Depending on your connection speed, the download may take up to a few minutes. Thanks for your patience... it'll be worth the wait!
3. Double click on the file that has been downloaded.
4. Start the process by clicking Run.



5. Then, just follow the steps by clicking "Next >" button by default for every window till the end and at the end click "Finish" button.



Congratulations, you are done installing Firefox!

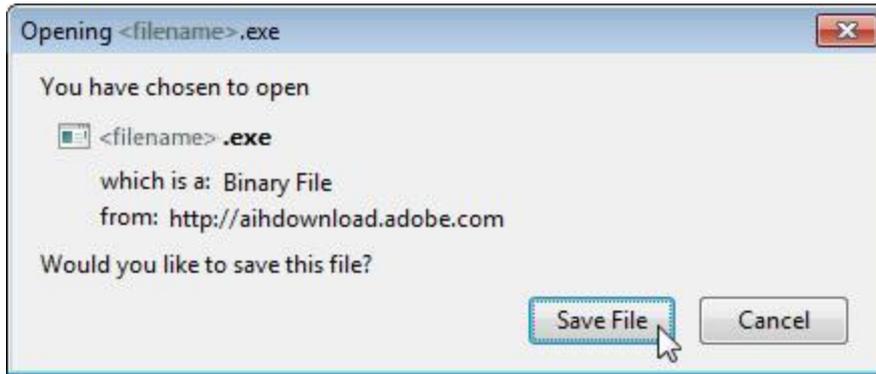
6. Double-click on the Firefox icon whenever you want to go online.



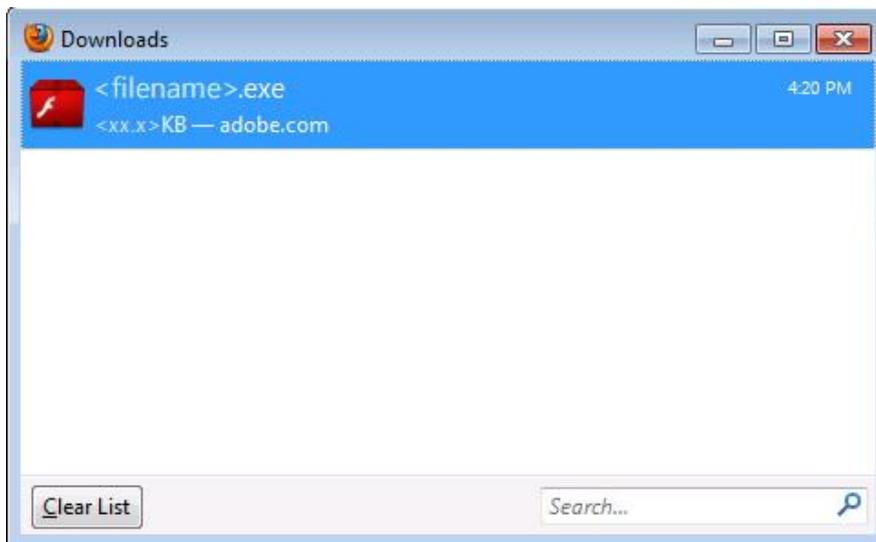
4.2.3 Adobe Flash Player Plug-in for Firefox (Internet Browser)

To start the manual installation of the Adobe Flash Player Plug-in in Firefox:

1. Firstly click the Firefox icon on the Desktop to start Firefox browser and make sure the internet connection is working.
2. Then go to the link http://get.adobe.com/flashplayer/download/?installer=Flash_Player_11_for_Other_Browsers_%2832_bit%29&os=Windows%207&browser_type=Gecko&browser_dist=Firefox and continue with the following instructions.
3. When Opening dialog box appears, click **Save File**.



4. When Downloads window appears, **double-click** the file.



Before proceeding ahead close the Firefox application.

3. When Security Warning dialog box appears, click **Run**.



4. Click on the next button when the next dialogue box comes and it will start downloading and installing the adobe flash player.
5. Click on the Finish button at the end of the installation.

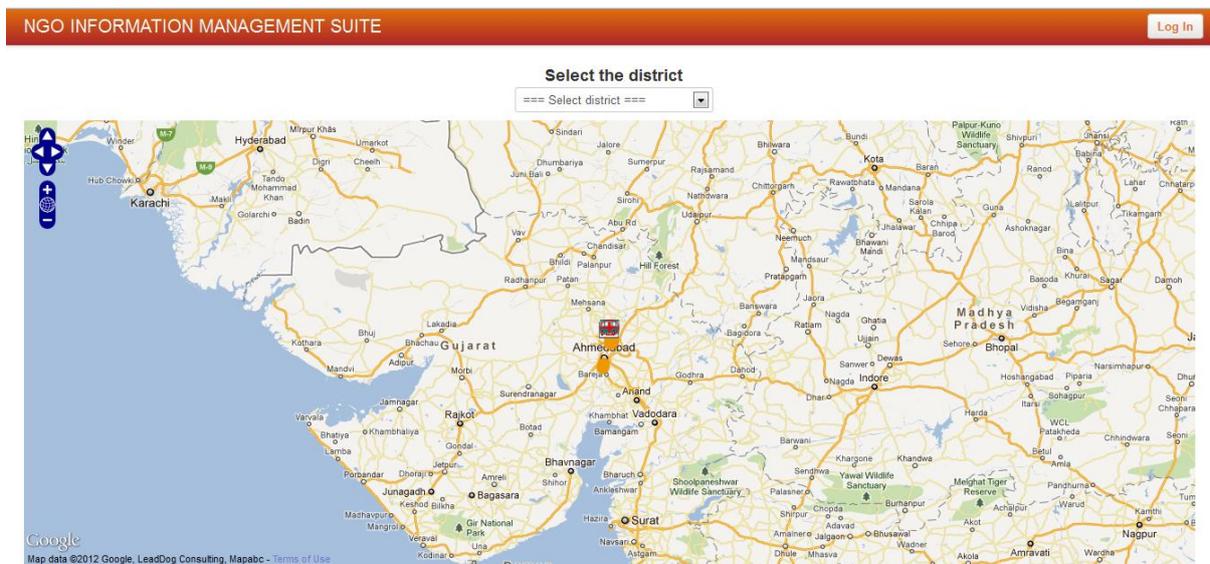
Hurrah! Adobe Flash Player Plug-in has been installed.

4.3 Using NIMS

4.3.1 Administrator

The administrator who will be using the server side web application will have the follow functionalities:-

- Go to the URL of NIMS:
It will redirect to main page shown below. This pane will show Social Map feature and a “Log In” button which will redirect to login page. Description of Social Map feature is given in home page’s description.



- Log in-
 1. Enter username and password in the spaces provided and clicks on Log In or press enter.

NGO INFORMATION MANAGEMENT SUITE

Login

Enter Username

Enter Password

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Powered by NIMS 1.0

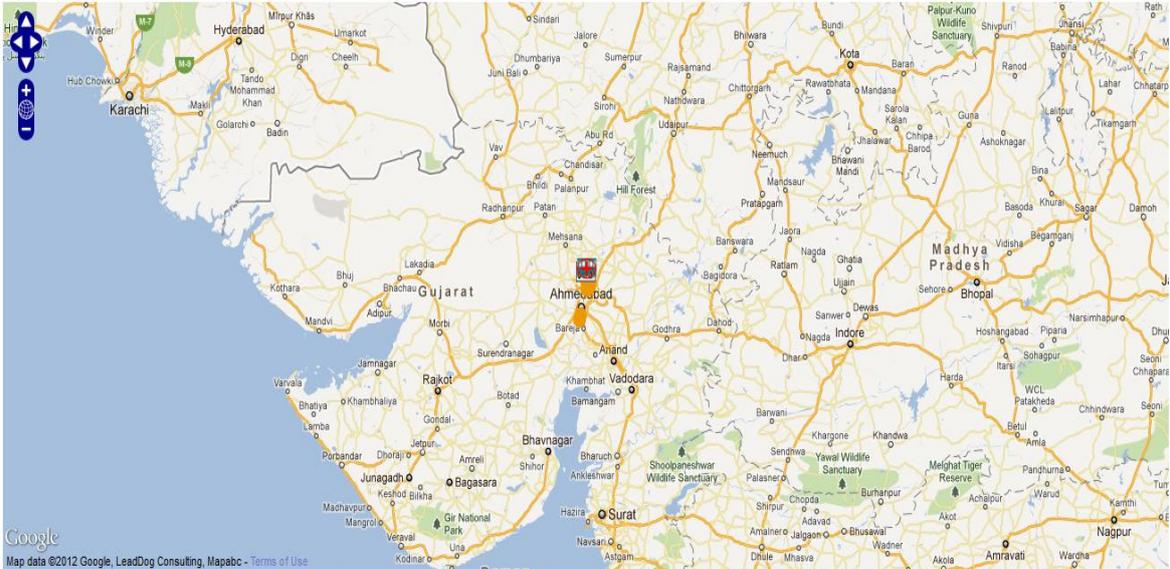
- Home Page :

The home pane Social Map for the 7 districts where NGO is working currently and one can see a particular district's social map by selecting district from dropdown menu.

NIMS Home Communities Coordinators Projects Tabular Data Settings Help Logout Logged in as OM

Select the district

=== Select district ===



Map data ©2012 Google, LeadDog Consulting, Mapabc - Terms of Use

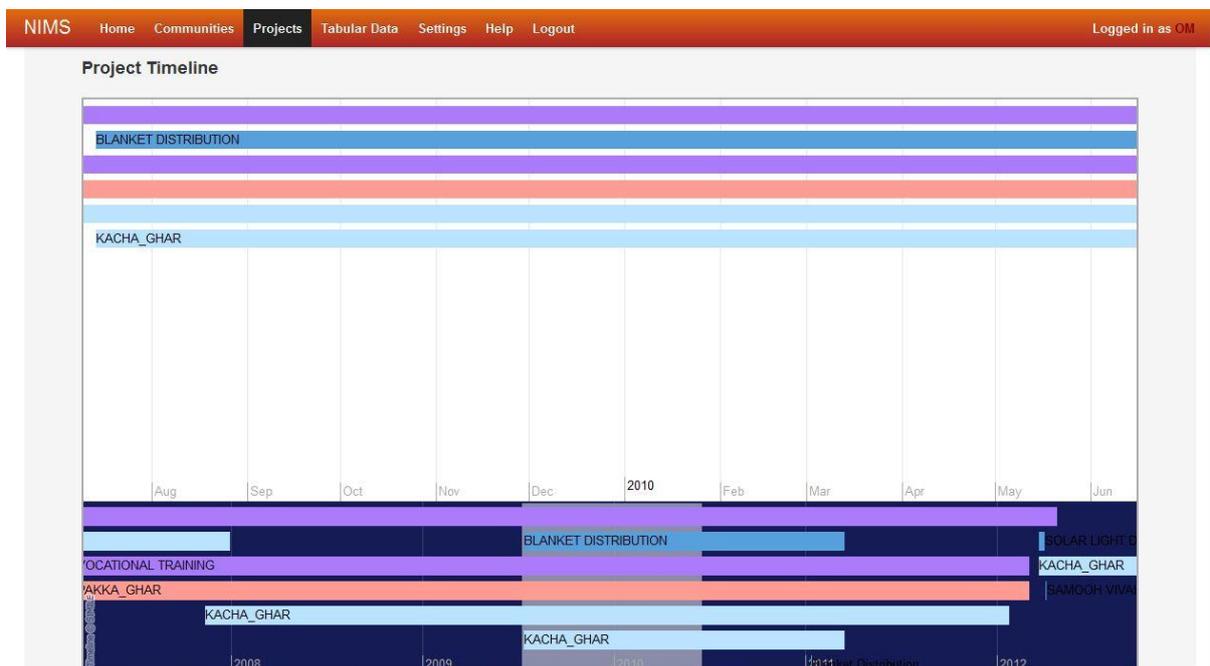
- Projects Page

1. Project Timeline

-This pane will show the overall projects timeline that the NGO has undertaken so far. All on-going, shelved projects will be graphically displayed with milestones achieved versus time in addition the supporting/involved 3rd party organizations.

2. Edit area

- On this pane, the NGO admin can edit a particular project's info. For example, in case of a delay the dates set for milestones can be changed, project duration can be extended et al.



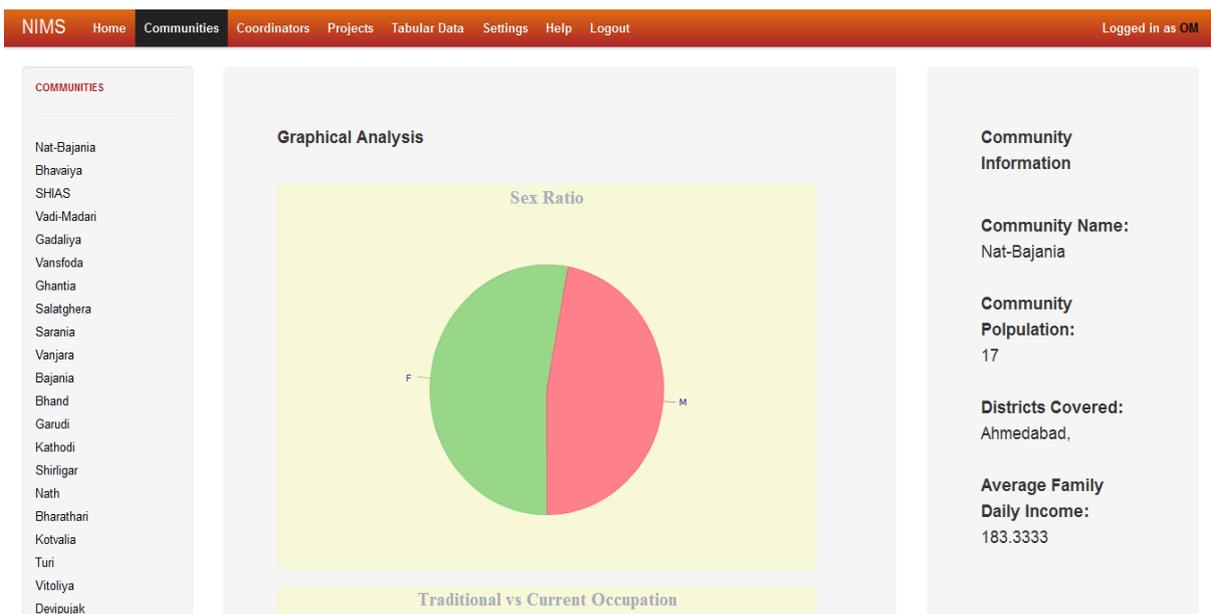
- Communities Page

This view will list down all the communities available in the database. The administrator can either do a tabular or a graphical analysis of a particular community. The graphical analysis will be in the form of pie charts, bar graphs etc. while the tabular analysis will present the data available in a tabular form.

- At the first view of Communities page the graphical analysis through BAR CHARTS is visible.



- After clicking on any community you can view complete pie chart graphs about that particular community.



- Tabular Data page
 - We can see full view of all districts, talukas, villages, settlements, families, family members, item information and item distribution by clicking on the respective options in navigation bar. Below view gives us all the information about the families in all the areas in which the NGO is working in.

The screenshot shows the NIMS web application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data' (selected), 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left, a sidebar menu lists various information categories: District Information, Taluka Information, Village Information, Settlement Information, Family Information (selected), Member Information, Items Information, and Item Distribution. The main content area displays 'Family Information' as a table with the following data:

Community Name	Settlement Name	Family Head	No. of members	No. of children	Last Migrated From	Traditional Occupation	Daily Income	Ration Card Status	Ration Card Category	Elect Stat
Ghantia	Danta	Kunal	8	3	NOT_MIGRATED	Cobler	150	NOT_APPLIED	BPL	0
Ghantia	Govind nagar	Jamunaben	9	4	Chiloda	Carpenter	300	ISSUED	ANTYODAY	1
Ghantia	Amiyapur	Gangaram	7	2	Ijpura	Cobler	400	ISSUED	BPL	0
Bhavaiya	Luhar vas	Karshan	12	4	Ijpura	wood cutter	500	ISSUED	APL	1
Bhavaiya	Luhar vas	Babu	9	3	NOT_MIGRATED	Cobbler	300	ISSUED	ANTYODAY	1
Bhavaiya	Gopal Nagar	Champa	3	0	NOT_MIGRATED	Blacksmith	70	APPLIED_NOT_ISSUED	BPL	1
Bhavaiya	set1	anshul	5	2	sda	sdf	13	NOT_APPLIED	APL	0
Gadaliya	Gopal Nagar	Veena	5	2	Jeet	Shopkeeper	1700	APPLIED_NOT_ISSUED	APL	1
Gadaliya	Aazadnagar	Chinu	9	4	Loda	Carpenter	150	NOT_APPLIED	ISSUED	0
Gadaliya	Meerapura	Purab	5	1	Chiloda	Blacksmith	600	ISSUED	BPL	1
Nat-Bajania	Krushnanagar	Magan	4	2	Chiloda	Bhavai	200	APPLIED_NOT_ISSUED	BPL	1

- At the introductory page for tabular data the lists of all the districts are shown which when clicked will give the detail list of all the talukas in that particular district

The screenshot shows the NIMS web application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data' (selected), 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left, a sidebar menu lists various information categories: District Information, Taluka Information (selected), Village Information, Settlement Information, Family Information, Member Information, Items Information, and Item Distribution. The main content area displays 'Taluka Information' as a table with the following data:

Taluka Name	District Name
Dantivada	Sabarkantha

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Powered by NIMS 1.0

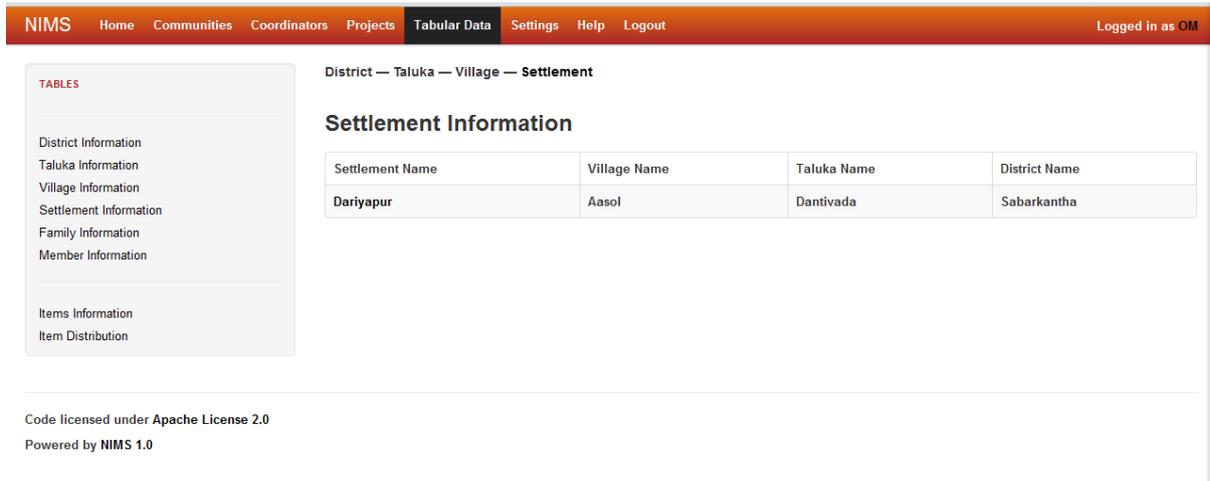
- By clicking on the Taluka name of which we want the information we get the detail list of all the villages which come under that taluka.

The screenshot shows the NIMS web application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data' (selected), 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left, a sidebar menu lists various information categories: District Information, Taluka Information, Village Information (selected), Settlement Information, Family Information, Member Information, Items Information, and Item Distribution. The main content area displays 'Village Information' as a table with the following data:

Village Name	Taluka Name	District Name
Aasol	Dantivada	Sabarkantha

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- By clicking on the village name about which we need to get the information we get a detailed list of all the settlements that fall under that village.



NIMS Home Communities Coordinators Projects **Tabular Data** Settings Help Logout Logged in as OM

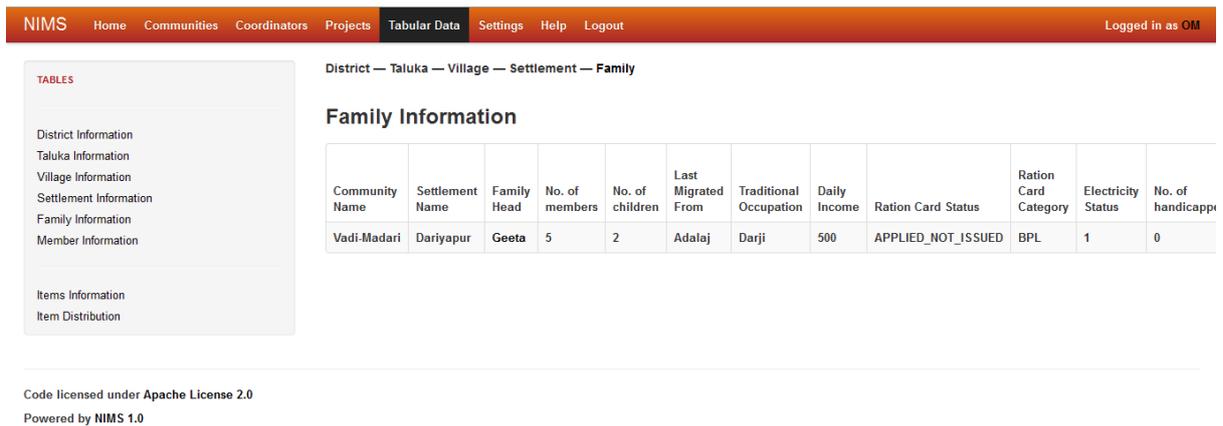
District — Taluka — Village — Settlement

Settlement Information

Settlement Name	Village Name	Taluka Name	District Name
Dariyapur	Aasol	Dantivada	Sabarkantha

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- By clicking on a particular settlement name we get a full list of all the families that reside in that settlement.



NIMS Home Communities Coordinators Projects **Tabular Data** Settings Help Logout Logged in as OM

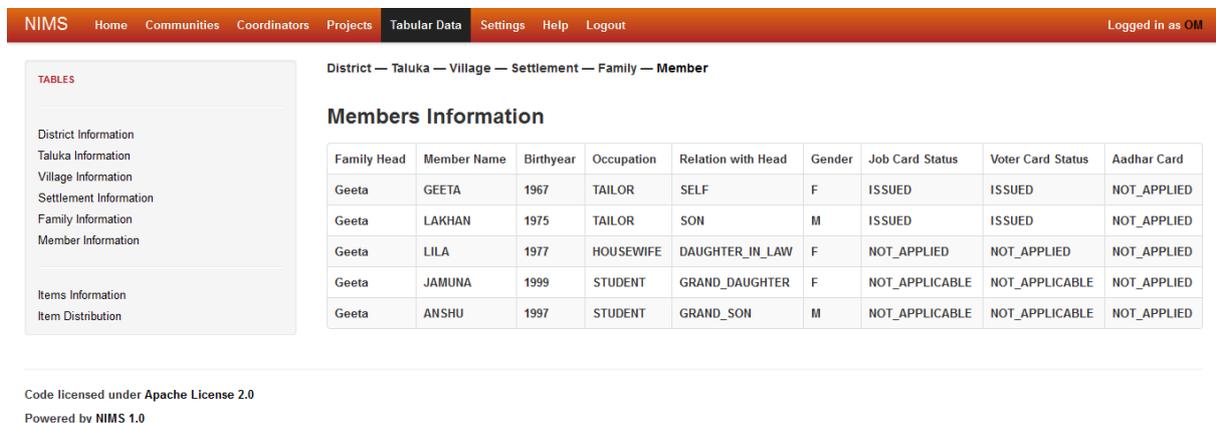
District — Taluka — Village — Settlement — Family

Family Information

Community Name	Settlement Name	Family Head	No. of members	No. of children	Last Migrated From	Traditional Occupation	Daily Income	Ration Card Status	Ration Card Category	Electricity Status	No. of handicapp
Vadi-Madari	Dariyapur	Geeta	5	2	Adalaj	Darji	500	APPLIED_NOT_ISSUED	BPL	1	0

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- By clicking on the family head of any family we get the detailed information about the members of that family.



NIMS Home Communities Coordinators Projects **Tabular Data** Settings Help Logout Logged in as OM

District — Taluka — Village — Settlement — Family — Member

Members Information

Family Head	Member Name	Birthyear	Occupation	Relation with Head	Gender	Job Card Status	Voter Card Status	Aadhar Card
Geeta	GEETA	1967	TAILOR	SELF	F	ISSUED	ISSUED	NOT_APPLIED
Geeta	LAKHAN	1975	TAILOR	SON	M	ISSUED	ISSUED	NOT_APPLIED
Geeta	LILA	1977	HOUSEWIFE	DAUGHTER_IN_LAW	F	NOT_APPLIED	NOT_APPLIED	NOT_APPLIED
Geeta	JAMUNA	1999	STUDENT	GRAND_DAUGHTER	F	NOT_APPLICABLE	NOT_APPLICABLE	NOT_APPLIED
Geeta	ANSHU	1997	STUDENT	GRAND_SON	M	NOT_APPLICABLE	NOT_APPLICABLE	NOT_APPLIED

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- By clicking on the item information on the navigation bar, we can see item list.

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- By clicking on the item distribution on the navigation bar, we can see item distribution list.

Item Name	Family Head	Number of Items	Settlement Name	Coordinator Name
Blankets	Magan	12	set1	Bharat
Blankets	Gopal	2	set1	Bharat
Solar Lights	Babu	12	set1	Bharat
Solar Lights	Kanu	2	set1	Bharat
Clothes	Champa	2	set1	Bharat

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- Settings page
 - Change password
 - We can change the password of administrator of the NGO for the login into this user interface by the change password tab in the settings page on the left hand side.
 - On this tab, provide the username of the NGO administrator
 - Enter the old password
 - Enter the new password to which you want to change it to and confirm it by typing the same new password again.
 - And click on “save changes” to save it. Or in case you change your mind you can click on the cancel button and there will be no changes done.

The screenshot shows the NIMS application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data', 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left, a 'SETTINGS' sidebar lists options: 'Change Password' (highlighted), 'Add New Coordinator', 'Edit existing Coordinator's Information', 'Add New Project', 'Edit existing Project's Information', and 'Change Database'. The main content area is titled 'Settings' and contains the 'Change Password' form. The form has four input fields: 'Enter Username', 'Enter Old Password', 'Enter New Password', and 'Confirm New Password'. At the bottom of the form are two buttons: 'Save changes' and 'Cancel'.

- Add New Coordinator

- One can also add a new coordinator through add new coordinator tab.
- Enter the new coordinator's name, contact no., joining date, username and password in the respective fields
- And to save it just click on the add coordinator button or else to cancel it click on the cancel button.

The screenshot shows the NIMS application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data', 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left, a 'SETTINGS' sidebar lists options: 'Change Password', 'Add New Coordinator' (highlighted), 'Edit existing Coordinator's Information', 'Add New Project', 'Edit existing Project's Information', and 'Change Database'. The main content area is titled 'Settings' and contains the 'Add New Coordinator' form. The form has five input fields: 'Coordinator's Name', 'Coordinator's Contact No.', 'Coordinator's Joining Date (YYYY-MM-DD)', 'Coordinator's Username', and 'Coordinator's Password'. At the bottom of the form are two buttons: 'Add Coordinator' and 'Cancel'.

- Edit Existing Coordinators' information

- To edit the information about any existing coordinator just click on this tab.
- You will get a list of all the current coordinators working for the NGO.
- Click on the coordinator for which the information is to be changed by filling the bubble and then clicking the select button.

The screenshot shows the NIMS application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data', 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. On the left sidebar, under 'SETTINGS', the 'Edit existing Coordinator's Information' option is selected. The main content area is titled 'Settings' and 'Edit existing Coordinator's Information'. It prompts the user to 'Select the Coordinator whose information you want to edit:' and provides a list of coordinators with radio buttons next to their names: Bharat, Chhagan, Suresh, Ramesh, Akhilesh, Manoj, Vinod, Darshan, Naresh, and Dharam. At the bottom of the list, there are 'Select' and 'Cancel' buttons.

- Then there are full details of that coordinator
- You can change the details or delete the particular coordinator completely from the database.
- To change the details just change the field you want to edit and click on “save changes button”
- And to delete the coordinator, click on the “delete coordinator” button.

The screenshot shows the NIMS application interface. The top navigation bar and sidebar are the same as in the previous screenshot. The main content area is titled 'Settings' and 'Edit existing Coordinator's Information'. It displays a form with the following fields: 'Coordinator's Name' (Bharat), 'Coordinator's Contact No.' (9033456654), 'Coordinator's Joining Date (YYYY-MM-DD)' (2012-02-14), 'Coordinator's Username' (Bharat), and 'Coordinator's Password' (7777). At the bottom of the form, there are three buttons: 'Save Changes' (highlighted in red), 'Delete Coordinator', and 'Cancel'.

- Add New Project
 - To add a new project in the database, click on the “add new project” tab
 - Enter the project name, category, start date, end date (leave blank if not decided), milestones (if any), main donors and settlement name in which the project is established in their respective fields
 - To save it, click on the “add project” button or else click on “cancel”

The screenshot shows the NIMS application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data', 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. A sidebar menu on the left lists options: 'Change Password', 'Add New Coordinator', 'Edit existing Coordinator's Information', 'Add New Project' (highlighted), 'Edit existing Project's Information', and 'Change Database'. The main content area is titled 'Settings' and contains the 'Add New Project' form. The form includes input fields for: Project's Name, Project Category, Project Start Date (YYYY-MM-DD), Project End Date (YYYY-MM-DD), Project Milestones, Project Main Donors, and Settlement Name. At the bottom of the form are 'Add Project' and 'Cancel' buttons.

- Edit Existing Projects' Information

- To edit the information regarding any existing project click on this tab
- Then fill the bubble of the particular project to be edited and click "select"

The screenshot shows the NIMS application interface. The top navigation bar is the same as in the previous screenshot. The sidebar menu on the left lists options: 'SETTINGS', 'Change Password', 'Add New Coordinator', 'Edit existing Coordinator's Information', 'Add New Project', 'Edit existing Project's Information' (highlighted), and 'Add a new Village/Taluka'. The main content area is titled 'Settings' and contains the 'Edit existing Project's Information' form. The form asks the user to 'Select the Project which you want to edit:' and provides a list of radio button options:

- KACHA_GHAR in Krushnanagar
- KACHA_GHAR in Danta
- KACHA_GHAR in Gopal Nagar
- KACHA_GHAR in Gokuldharm
- PAKKA_GHAR in Krushnanagar
- PAKKA_GHAR in Danta
- VOCATIONAL TRAINING in Krushnanagar
- VOCATIONAL TRAINING in Dariyapur
- BALDOST in Danta
- Blanket Distribution in Krushnanagar
- BLANKET DISTRIBUTION in Dariyapur
- SOLAR LIGHT DISTRIBUTION in Dariyapur
- SAMOOH VIVAH in Govind nagar

 At the bottom of the form are 'Select' and 'Cancel' buttons.

- Then change the desired fields of the project to be changed and click on "save changes" to save it.
- Or if u want to delete the project just click on the "delete project"
- You can also cancel any time you want b simply clicking the "cancel" button

The screenshot shows the NIMS web application interface. The top navigation bar includes 'NIMS', 'Home', 'Communities', 'Coordinators', 'Projects', 'Tabular Data', 'Settings', 'Help', and 'Logout'. The user is logged in as 'OM'. The left sidebar menu is expanded to 'SETTINGS', with 'Edit existing Project's Information' highlighted. The main content area is titled 'Settings' and 'Edit existing Project's Information'. The form contains the following fields:

- Project's Name: VOCATIONAL TRAINING
- Project Category: SCHOOLING
- Project Start Date (YYYY-MM-DD): 2006-03-08
- Project End Date (YYYY-MM-DD): 2012-04-25
- Project Milestones: No_milestones till now
- Project Main Donors: MR. ANSARI, MRS. LAYLA, MR. DHANIA
- Settlement Name: Krushnanagar

At the bottom of the form are three buttons: 'Save Changes', 'Delete Project', and 'Cancel'. A URL http://rural-health.co.cc/change_pass.php is visible at the bottom left.

- Change Database

- You can also change the database information regarding addition of a new village or talukas by clicking on this field.
- Enter the new village name in the field in add a new village and click “add village” for a new village
- Enter the new taluka name in the field in add a new taluka and click “add taluka” for new taluka

The screenshot shows the NIMS web application interface. The top navigation bar is the same as in the previous screenshot. The left sidebar menu is expanded to 'SETTINGS', with 'Change Database' highlighted. The main content area is titled 'Settings' and 'Edit existing Information'. There are two sections:

Add a new village

- Village Name: [Text input field]
- Taluka Name: Daskroi (dropdown menu)

Buttons: 'Add village', 'Cancel'

Add a new taluka

- Taluka Name: [Text input field]
- District Name: Sabarkantha (dropdown menu)

Buttons: 'Add taluka', 'Cancel'

A URL http://rural-health.co.cc/change_db.php is visible at the bottom left.

- Help page

- This page gives you information about working with this site
- How to navigate through the site and utilize the site accordingly
- This page gives an overview about the different pages on this site.

NIMS
Logged in as OM

CONTENTS

- About NIMS
- Getting started
- Home Page-Navigation
- Communities
- Coordinators
- Projects
- Settings
- Logout
- FAQs

Help

This help manual is aimed at providing the NGO's administration with a guideline on using the NIMS for visualising and analysing the collected data in an efficient way. The administration can also keep track of the coordinators, projects and their progress over time in a lucid manner.

About NIMS

NIMS is a web-based information management system that will help the NGO in cataloguing their work in various fields in an efficient and hassle-free manner. This will aid the NGO in proper management of its resources and the field data collected with the help of a server-based system. The NGO personnel can analyze and archive data for future use. NIMS also provides a unique feature called social mapping which enables visualization of the different field areas of the NGO and related information. Social maps will give an explicit idea to the NGO about the various ongoing and upcoming tasks in various areas and the area conditions on a visualized map. This information management system will also allow the coordinators of the NGO to better understand the work in progress and tasks at hand in an organized and statistical manner,

- **Logout:**
This button will log you out of the session and redirect you to the main page.

NGO INFORMATION MANAGEMENT SUITE
Log in

You have successfully logged out.

Select the district

==== Select district ====



5. Frequently asked questions

5.1 What is NIMS?

A project to enable an NGO to carry out an efficient information collection, visualization and interactive mapping in order to make well informed decisions and give efficient work results.

5.2 Who is behind NIMS?

NIMS is being developed by Team 16: -

Aakash Solanki

Lalit Agarwal

Anshul Agrawal

Megha Tak

Parth Manvar

Palashi Vaghela

Surbhi Agarwal

Jesal Janani

Jatan Patel

5.3 I would like to see a new feature in NIMS.

Send us an email requesting the feature at sen16@googlegroups.com and we might consider adding it.