

Khyber Pakhtunkhwa HR App

User Guide

HR KP User Guide

CONTENTS

introduction	4
Step#1: How to Open Application	5
Step#2: How to enter credentials to login	5
Step#3: View & Edit	5
Step#5: Add new doctor in the list	8
Other Features	9

HR KP User Guide

INTRODUCTION

Khyber Pakhtunkhwa Health Government is determined to provide best health services to its public. To achieve the results, it is important to digitized the doctors' HR related data. KP HR Application has been designed to cater the aforementioned requirement. Application is designed for easy use and can be accessed from anywhere using the internet services.

There are three types of users to access the information.

- a. Guest User
 - Only can view the information.
- b. Master User
 - a. View the data
 - b. Add the data
 - c. Update the data
- c. Admin User
 - a. View the data
 - b. Add the data
 - c. Update the data
 - d. Delete the data

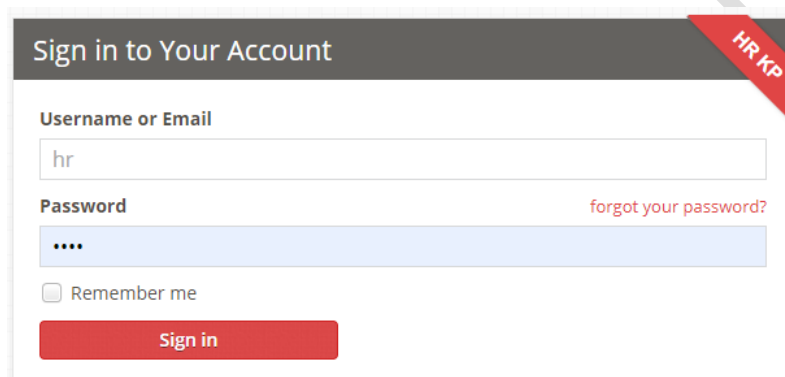
STEP#1: HOW TO OPEN APPLICATION

Open your Web Browser and type in the following web address (URL)

<http://hrkp.lmis.gov.pk/>

STEP#2: HOW TO ENTER CREDENTIALS TO LOGIN

Enter User Name and Password. Click on Remember me if you would like to save the credentials for later use.



STEP#3: VIEW & EDIT

After successful login, you will view list of doctors. If you would like to display to details of a specific doctor, please select upward arrow icon from last column "Actions".

In case, you would like to edit the information of a specific doctor, please click on edit icon in the last column "Actions".

[Home](#) | [Manage HR](#)

Human Resource - Khyber Pakhtunkhwa

[Add](#)[Export to Excel](#)

10 records per page

Search:

No.	Name of Doctor	Father Name	Gender	CNIC	District of Domicile	Date of Birth	Actions
1	Shah Faisal Khanzad	Ronaq Zaman	Male	13101-2873646-9	Abbotabad	27-05-1967	↑ ✎ ✕
2	Hira Jamil	Abdul Jamil	Female	17201-6316849-4	Swat	12/8/1984	↑ ✎ ✕
3	Robina Habib	Habib Shah	Female	37406-9184740-0	Haripur	12/6/1965	↑ ✎ ✕
4	Asad Ali Shah	Muhammad Ali Shah	Male	17101-0309639-1	Charsadda	7/19/1966	↑ ✎ ✕
5	Syed Azmat Ali Shah	Rifat Ali	Male	13101-0980899-1	Abbotabad	8/10/1980	↑ ✎ ✕
6	Safdar Khan	Muhammad Rafiq	Male	61101-3511852-3	Abbotabad	11/10/1964	↑ ✎ ✕

View Interface

View Detail

Name of Doctor

Shah Faisal Khanzad

Father Name

Ronaq Zaman

Gender

Male

CNIC (00000-0000000-0)

13101-2873646-9

District of Domicile

Abbotabad

Date of Birth
(dd/mm/yyyy)

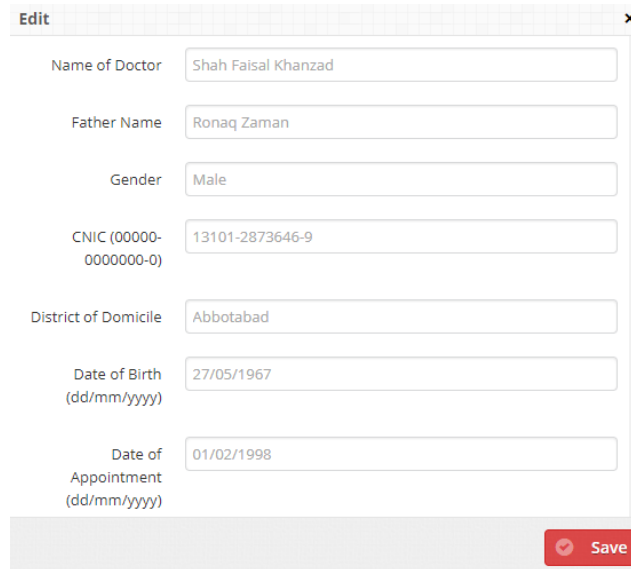
27-05-1967

Date of Appointment
(dd/mm/yyyy)

2/1/1998

Edit Interface

In Edit mode, you can make changes and to save it , please press the SAVE Button.



The screenshot shows a web-based 'Edit' form for a doctor's profile. The form is titled 'Edit' in the top left corner with a close button (X) in the top right. It contains several input fields for personal and professional information. The fields are arranged vertically, each with a label on the left and a text input box on the right. The data entered in the fields is as follows:

Field Label	Value
Name of Doctor	Shah Faisal Khanzad
Father Name	Ronaq Zaman
Gender	Male
CNIC (00000-0000000-0)	13101-2873646-9
District of Domicile	Abbotabad
Date of Birth (dd/mm/yyyy)	27/05/1967
Date of Appointment (dd/mm/yyyy)	01/02/1998

At the bottom right of the form, there is a red button with a white checkmark icon and the text 'Save'.

STEP#5: ADD NEW DOCTOR IN THE LIST

To Add new Doctor in the list, please press ADD+ button. Then enter the values and press Save.

Human Resource - Khyber Pakhtunkhwa

[+ Add](#)[Export to Excel](#)

10 records per page

Search:

Add doctor

Name of Doctor

Father Name

Gender

CNIC (00000-0000000-0)

District of Domicile

Date of Birth (dd/mm/yyyy)

Date of Appointment (dd/mm/yyyy)

Save

OTHER FEATURES

1. To search for specific doctor information, enter the value in Search Box and press enter key.
2. To Export list of doctors, press Export to Excel Button.

Human Resource - Khyber Pakhtunkhwa

10 records per page

Search:

[Add](#) [Export to Excel](#)

3. To Sort any of the column, please Up/Down Arrow on right side of each column. Up Arrow for Descending order and Down Arrow is used for Ascending order.

No.▲	Name of Doctor ▼	Father Name ▼	Gender ▼	CNIC ▼	District of Domicile ▼	Date of Birth ▼	Actions
------	------------------	---------------	----------	--------	------------------------	-----------------	---------