**Salient Features of the App**

1. App works only if GPS is ON.
2. Planning / Event Recording activities can be carried out offline.
3. Masters reside on handset after a one-time download, to facilitate quick offline fetching.
4. POs can create the Non-Financial plans & TMs can create financial & non- financial plans.
5. POs can create plans which TMs have to approve (online).
6. Financial Plans created by TMs should be approved by RBMs.
7. POs can record non-financial events as usual.
8. POs can also record financial events if assigned by their respective TMs
9. Bulk approval of multiple plans can be done by TMs and RBMs for non-financial & financial events respectively.

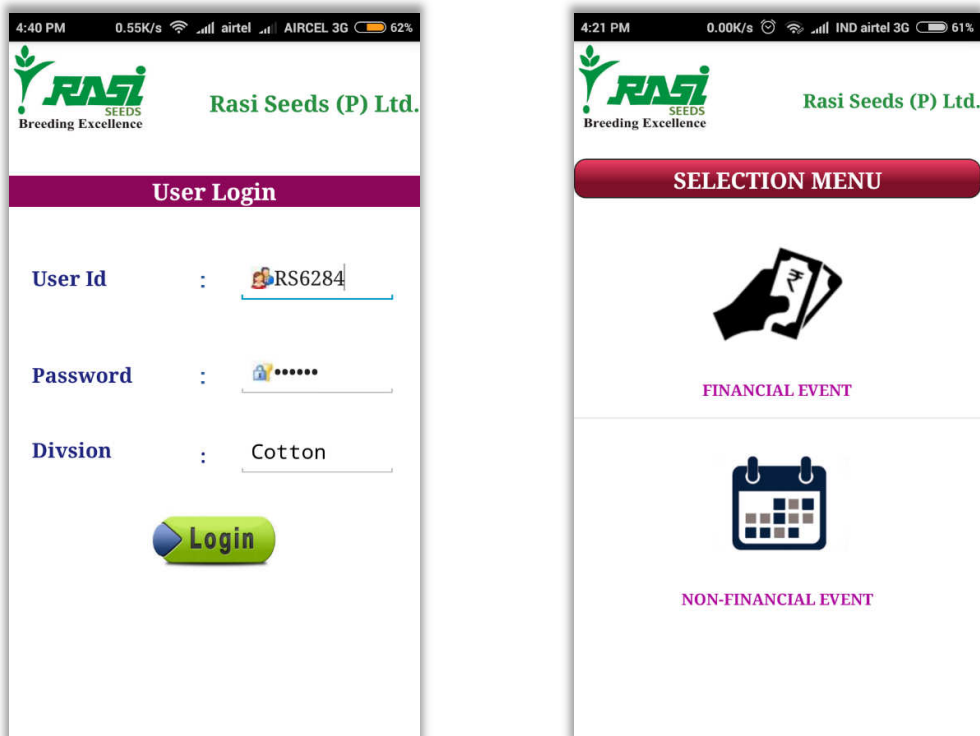| FINANCIAL		NON-FINANCIAL	
ACTIVITY TYPE	SUB ACTIVITY	ACTIVITY TYPE	SUB ACTIVITY
MASS CAMPAIGN	BIKE RALLY	DEMO MANAGEMENT	COMMERCIAL DEMO
MASS CAMPAIGN	DECORATED VAN CAMPAIGN	DEMO MANAGEMENT	COMPARATIVE TRIAL
POST-SEASONAL ACTIVITIES	FIELD DAY	DEMO MANAGEMENT	PD 1
POST-SEASONAL ACTIVITIES	KEY INFLUENCERS VISIT	DEMO MANAGEMENT	PD 2
POST-SEASONAL ACTIVITIES	MEGA FIELD DAY	DEMO MANAGEMENT	PRECOMMERCIAL DEMO
PRE-SEASONAL ACTIVITIES	MEGA FARMERS MEETING	CUSTOMER SERVICE	CROP MANAGEMENT SOLUTION
PRE-SEASONAL ACTIVITIES	VILLAGE LEVEL MEETING	CUSTOMER SERVICE	CUSTOMER COMPLAINT
OTHERS - FINANCIAL	OTHERS	TRADE PARTNER VISIT	RETAILER/DEALER VISIT
MASS CAMPAIGN	JEEP CAMPAIGN	TRADE PARTNER VISIT	DISTRIBUTOR VISIT
POST-SEASONAL ACTIVITIES	CROP SHOW	OTHERS - NON FINANCIAL	OTHERS
POST-SEASONAL ACTIVITIES	FIELD VISIT	CUSTOMER SERVICE	C4 (COTTON CROP CARE CENTRE)
PRE-SEASONAL ACTIVITIES	FARMER TRAINING PROGRAMME	CUSTOMER SERVICE	RASI MITRA
PRE-SEASONAL ACTIVITIES	GROUP MEETING		

10. Login requires the Employee ID and Password.

Login Menu:
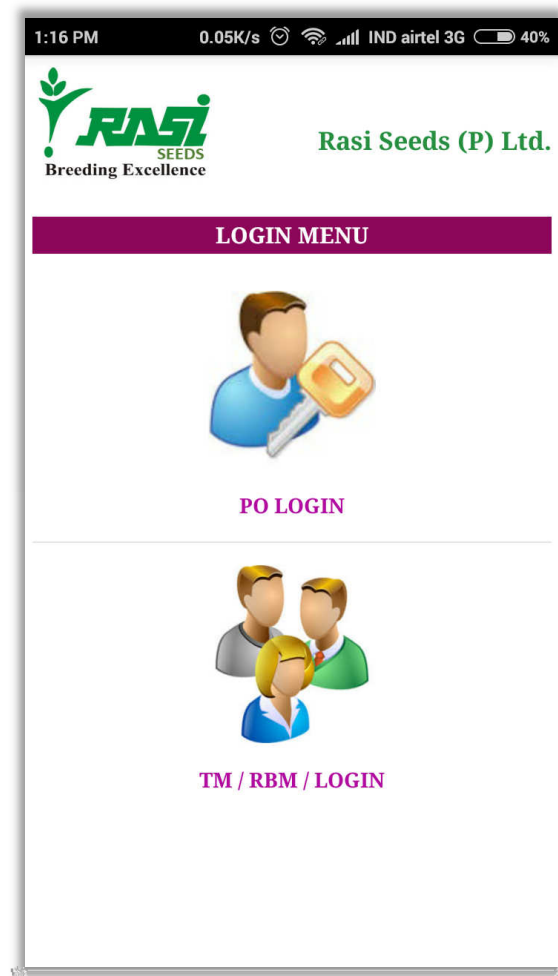
App Activities by TMs

Upon login, the TM Menu appears:

Financial event Screen appears as

Get Masters (Online Only):

The master data can be downloaded using the option. This may take some time (usually about a minute). This requires data connection. Once downloaded master data resides on the handset to facilitate quick offline fetching. Occasional update of the master data is recommended.

Build Plan (Do offline and upload online):

Financial plans can be created by TMs by using (BUILD PLAN) option. This leads to the BUILD PLAN Screen

Input the data required and choose (SUBMIT) the plan. Financial plans created by TMs will be in PENDING status until approved by the respective RBMs. RBMs can modify the plan if necessary and approve individually. Plans can also be Bulk approved or Pre-closed by RBMs.
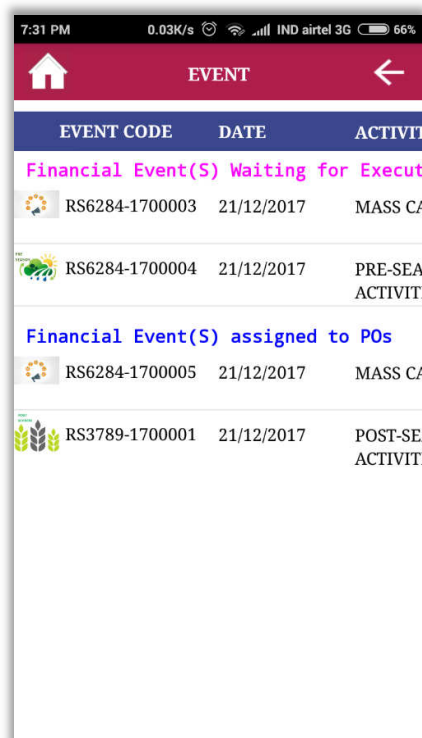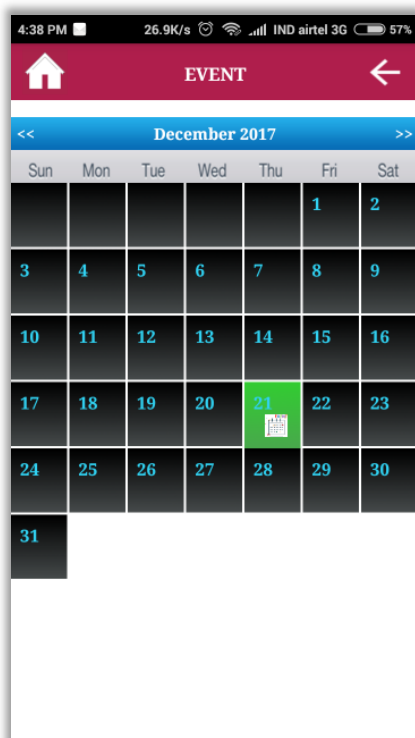
Get Plan (Online):

To receive the plans approved by RBMs, choose (GET PLAN) option.
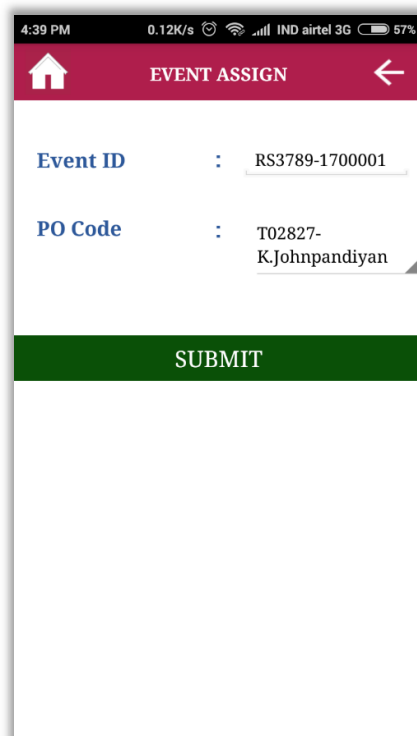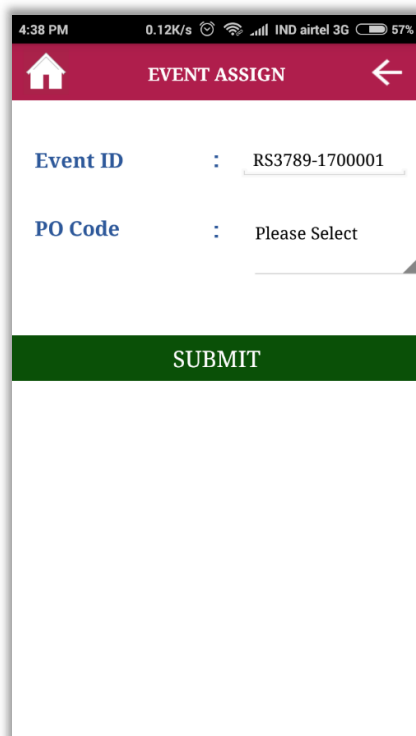
Record Event (Do offline and upload online):

Financial events can be recorded by TMs by using the (EVENT) option. The calendar view will appear. The Calendar will carry no. of events planned for a particular day.

Execute the event – *Single Press on the event listed in the* Financial Event(s) waiting for execution.

Assign to PO – *Long press on the event.*

After Assigning the PO choose SUBMIT *to submit the plan.*

POST-SEASON ACTIVITY

Event Code	:	RS3789-1700001
Activity Type	:	POST-SEASONAL A
Activity	:	KEY INFLUENCERS
Product	:	RCH602 BGII
Taluk/Mandal	:	HYBRID COTTON B
Village	:	Chinna Krishnapui
Host Farmer Name	:	Host Farmer Name
No. Of Farmers Covered	:	No. Of Farmers Cov
No. Of Villages Covered	:	No. Of Villages Cov
No. Of Dealers Covered	:	No. Of Dealers Cove
Remarks	:	Remarks

Photos

Photo 1

Photo 2

Photo 3

SUBMIT

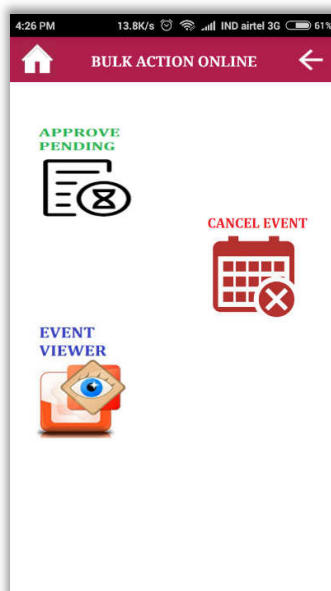Now clicking SUBMIT to submit the event is recorded.

The Activity Data can be uploaded to the server when data connection is available, by using the

(UPLOAD) option. Upload can be done for several activities together.

Bulk Action on multiple plans can be carried out using (BULK ACTION) option.

Approval Pending

Cancelled Event & Closed Event View screens as listed

Non-financial Selection by TM

Non-financial menu   **Build Plan by choosing "PLAN"**

Input the data required and [SUBMIT] (SUBMIT) the plan. Plans created by TMs will be treated as APPROVED plans by default. No modification of the plan is possible. If so necessary, then plan must be pre-closed and re-created.

Approve Plan (Online):

Non-financial plans created by POs require approval of the TMs. To approve plans, choose

 (APPROVE) option when data connection is available.

The APPROVE ONLINE screen appears.

After inputting the PO Code, select the Event Code to be reviewed. Data for the selected plan appears.

At this stage, plan can be approved or modified.

To approve the plan, choose the (APPROVE) option.

To modify the plan, choose the (MODIFY) option. Change required information under CHANGE AS

and choose (SUBMIT).

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The Approved/ Modified plan data can be uploaded to the server when data connection is available, by using the (UPLOAD) option. Upload can be done for several plans together. Frequent upload is recommended to ensure that the plan data is available for POs and other users.

Bulk Action (Online, Use for Bulk Approval):

Bulk Action on multiple plans can be carried out using (BULK ACTION) option.

Input PO Code in the Bulk Action Screen to get the list of Event Codes of Open Plans for each PO. The screen appears like this.
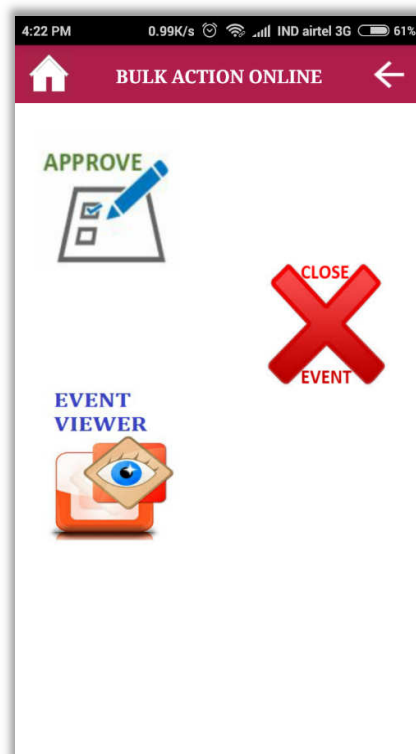
1. **Approve (Event View/Modify/Approve)**

Choose the PO Code and submit. All un-approved events will be displayed. By using the navigation keys you can view the events one by one. The viewed event can be approved or modified.

2. **Close Event**
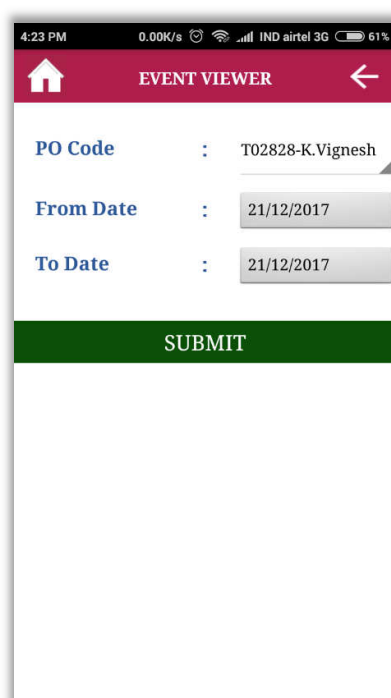
Select PO code and choose SUBMIT and Select event codes and choose SUBMIT (SUBMIT) to Close all selected records.

The Approved plan data can be uploaded to the server when data connection is available, by using the (UPLOAD) option. Upload can be done for several plans together. Frequent upload is recommended to ensure that the plan data is available for POs and other users.
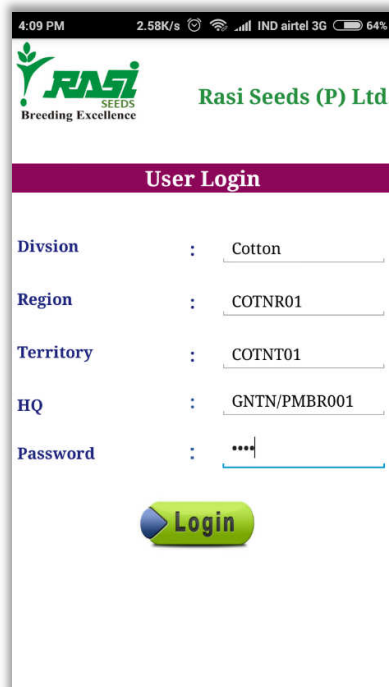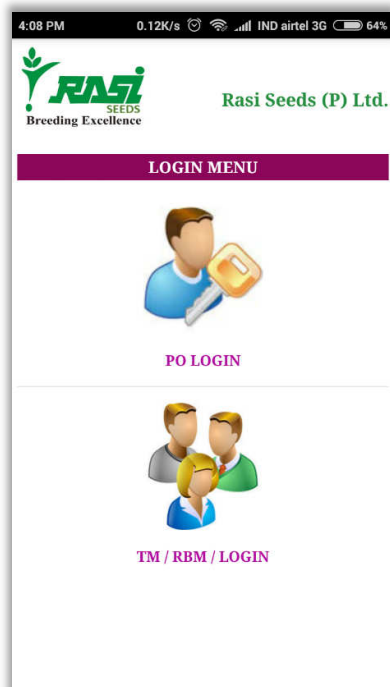
3. Event View

Once the Event Viewer is clicked the PO code and date will be asked. If the data for PO code and date is entered the list will be shown as above. To view the details of a particular event long press on the selected event to view the event details.

App Activities by POs

Selecting the PO Login, User Login Screen appears

Upon login the PO Menu appears

Get Masters (Online Only):

The master data can be downloaded using the option. This may take some time (usually about a minute). This requires data connection. Once downloaded master data resides on the handset to facilitate quick offline fetching. Occasional update of the master data is recommended.

Build Plan (Do offline and upload online):

Plans can be created by PO by using (BUILD PLAN) option. This leads to the BUILD PLAN Screen

Input the data required and choose (SUBMIT) the plan. Plans created by POs will be in PENDING status until approved by the respective TMs. TMs can modify the plan if necessary and approve individually. Plans can also be Bulk approved or Pre-closed by TMs.
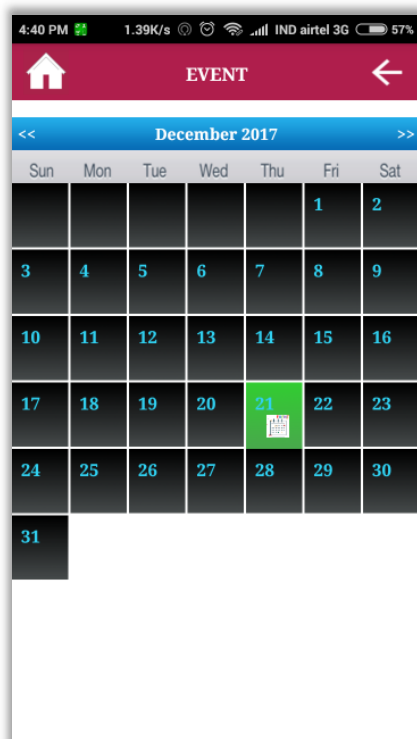
Get Plan (Online):

To receive the plans approved by TMs, choose (GET PLAN) option.

Record Event (Do offline and upload online):

Events can be recorded by POs by using the (EVENT) option. The calendar view will appear. The Calendar will carry no. of events planned for a particular day.

POs can select a particular calendar day and the events list will show as below.

The PRE SEASON / POST SEASON / DEMO   OTHERS /

CUSTOMER SERVICE / TRADE PARTNER events will be listed with appropriate icons.

The Approved Events can be selected for execution and the activity can be recorded. 3 images have to be captured, of which two should be of the activity/ meeting and one should be of the attendance register.

Now clicking the **SUBMIT** button to submit the event is recorded.

The Activity Data can be uploaded to the server when data connection is available, by using the

 (UPLOAD) option. Upload can be done for several activities together. Frequent upload is recommended to ensure that the plan data is available for POs and other users.

RBM - Financial

Same as TM, RBM / DBM can login using the below screen, after login menu as like below. If RBM acts also as TM, in the welcome screen " GO TO TM Menu" will be visible.
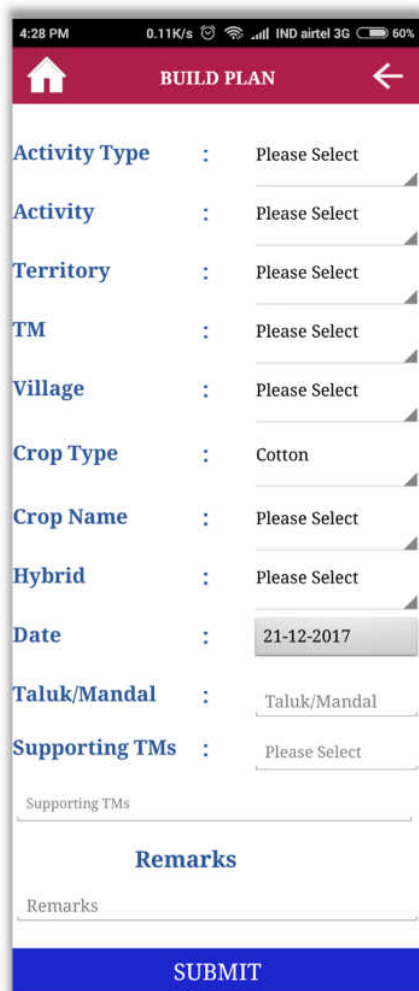

Get Masters (Online Only):

The master data can be downloaded using the option. This may take some time (usually about a minute). This requires data connection. Once downloaded master data resides on the handset to facilitate quick offline fetching. Occasional update of the master data is recommended.

Build Plan (Do offline and upload online):

Financial plans can also be created by RBMs by using (BUILD PLAN) option.

Input the data required and (SUBMIT) the plan. Plans created by RBMs will be treated as APPROVED plans by default. No modification of the plan is possible. If so necessary, then plan has to be pre-closed and re-created.

__Approve Plan__ (Online):

Financial plans created by TMs require approval of the RBMs. To approve plans, choose (APPROVE) option when data connection is available.

The APPROVE ONLINE screen appears.

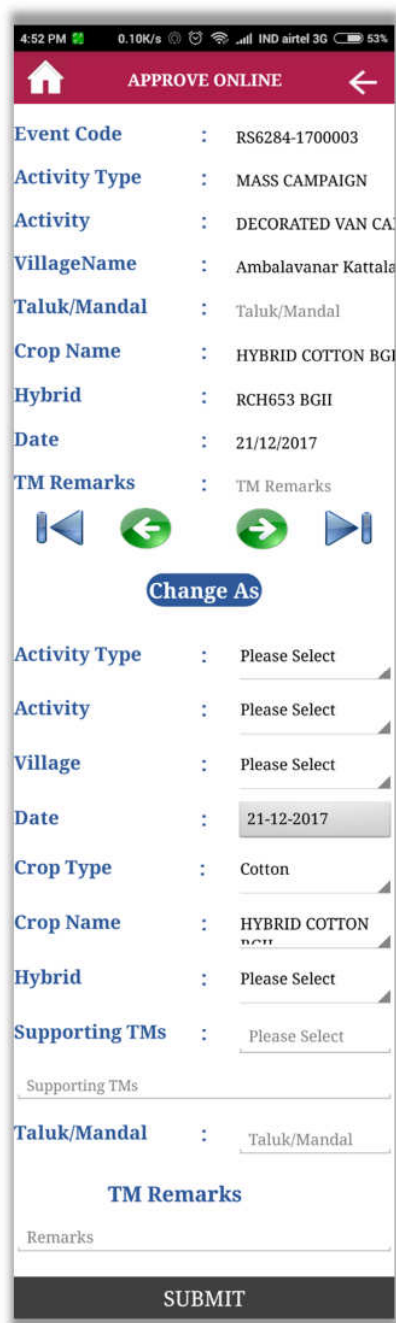After inputting the TM Code, select the Event Code to be reviewed.

At this stage, plan can be approved or modified.

To approve the plan, choose the (APPROVE) option.

To modify the plan, choose the (MODIFY) option. Change required information under CHANGE AS

and choose SUBMIT (SUBMIT)

The Approved/ Modified plan data can be uploaded to the server when data connection is

available, by using the (UPLOAD) option. Upload can be done for several plans together. Frequent upload is recommended to ensure that the plan data is available for TMs and other users.

__Bulk Action__ __(Online__, __Use for Bulk Approval):__

Bulk Action on multiple plans can be carried out using [image] (BULK ACTION) option.

Input TM Code in the Bulk Action Screen to get the list of Event Codes of Open Plans for each TM. The screen appears like this.

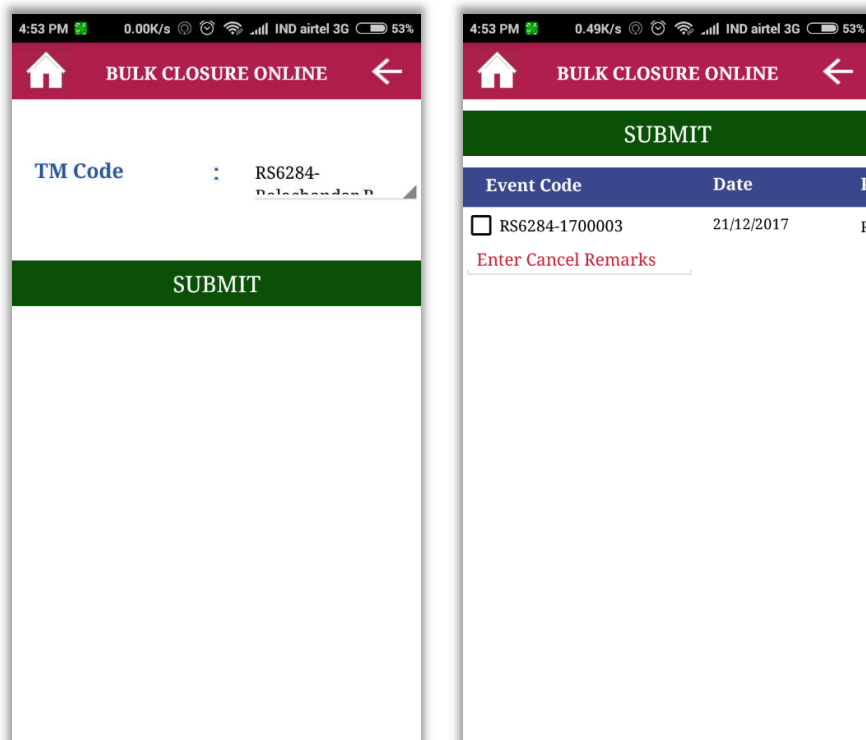1. **Approve (Event View/Modify/Approve)**

Choose the TM Code and submit. All un-approved events will be displayed. By using the navigation keys [icons] you can view the events one by one. The viewed event can be approved [icon] or modified. [icon]

2. **Close Event**

Select Event Codes and choose (SUBMIT) to Close all selected records.

The Approved plan data can be uploaded to the server when data connection is available, by using

the (UPLOAD) option. Upload can be done for several plans together. Frequent upload is recommended to ensure that the plan data is available for POs and other users.

3. **Event View**

Once the Event Viewer is clicked the PO code and date will be asked. If the data for PO code and date is entered the list will be shown as above. To view the details of a particular event long press on the selected event to view the event details

How to download

a. In your mobile phone browser, go to http://anp.rasiseeds.com:8081/android/
b. Select the link A&PEventRecorder.apk and download the same
c. Follow the on-screen instructions, install and open the app

Contact Details: Mr.Saravanan.R – Manager IT - 99449 51287

Mr.Baskaran.S – Head IT – 99449 51294

21/12/2017