

# Doculance

AI Powered OCR Enabled DMS



# USER MANUAL

**LUMINOUS  
INFOWAYS**  
Delivering values  
A CMMI Level 3 Company

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[www.doculance.in](http://www.doculance.in)

# TABLE OF CONTENTS

Purpose of User Manual	3
Steps to Use	4
Upload Documents and Retrieve	10
Manage Users, Roles & Wings	14
Menu Bar	20
Configure Your Own Search Result Format	28
Build Your Own AI Chatbot	36



## **1. Purpose of User Manual**

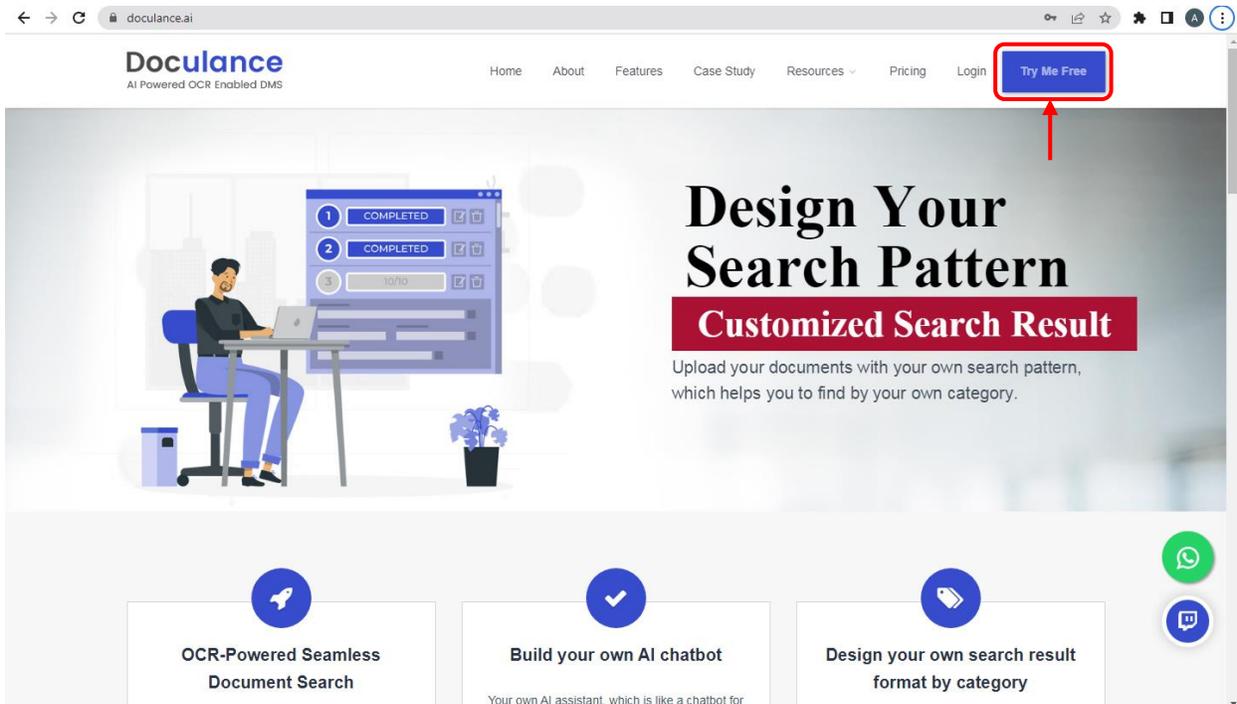
The user manual aims to provide clear instructions and guidance for users navigating the Doculance website. It helps users use online services effectively, and contains all essential information to make full use of the application.

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.

## 2.Steps to Use

### ❖ Landing Page-

Visit the provided link <https://doculance.in> to access the Doculance website. You will see a landing page with all details. Click on the “Try Me Free” button to create your free account.



## ❖ Try Me Free-

Here you can create your free account by signing up. Provide all the relevant details and click on sign up.

**Doculance**  
AI Powered OCR Enabled DMS

Home About Features Case Study Resources Pricing Login **Try Me Free**

**Try Me Free**

Our AI DMS Doculance streamline business processes, save time, and reduce costs.

### Create Your Free Account

- Click 'Try Now' Button for new account.
- Fill Out the Registration Form with the required details.
- Click on the sign up button to complete the registration process.
- Verify an otp which is sent to your registered email id for account activation process.
- Now [login](#) to doculance.

**Name:\***  
Aishwarya Mishra

**Email:\***  
aishwarya@gmail.com

**Mobile No:\***  
8761238456

**Organization/Company Name:**  
LIPL  
Note:Only 10 characters are allowed.

**Username:**  
amishra

**Password:\***  
\*\*\*\*\*

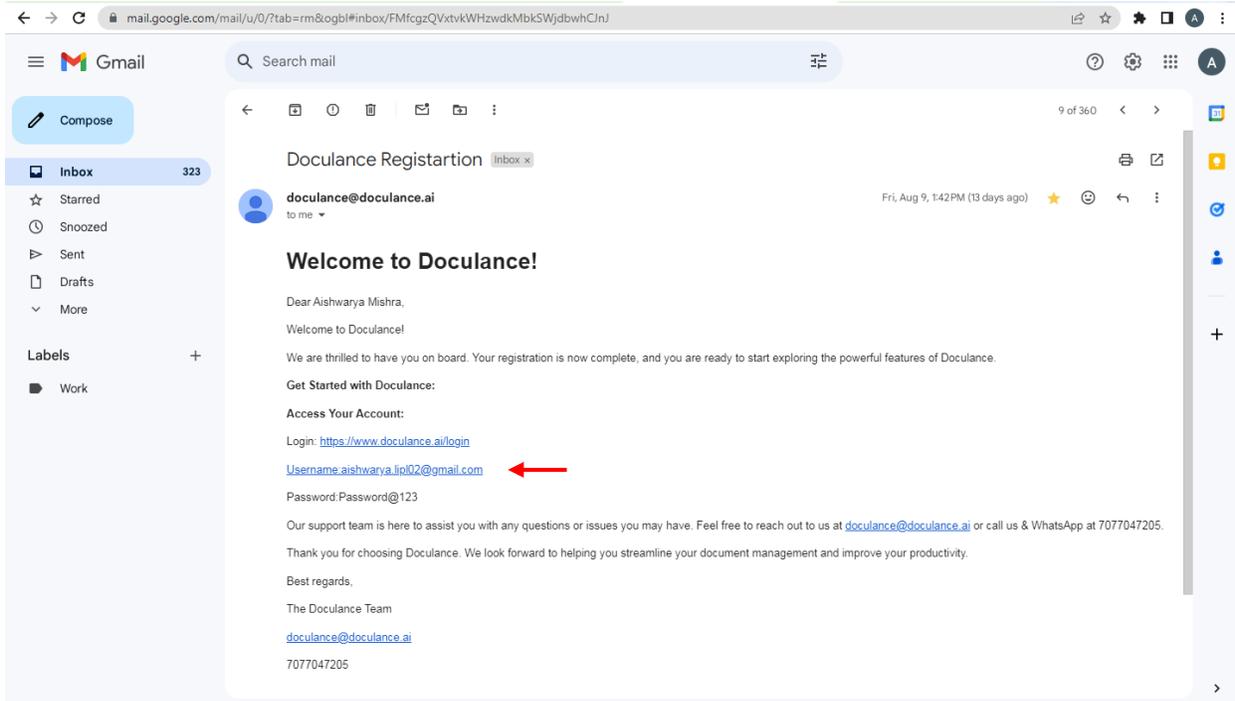
**Confirm Password:\***  
\*\*\*\*\*

**Remarks**  
Enter remark

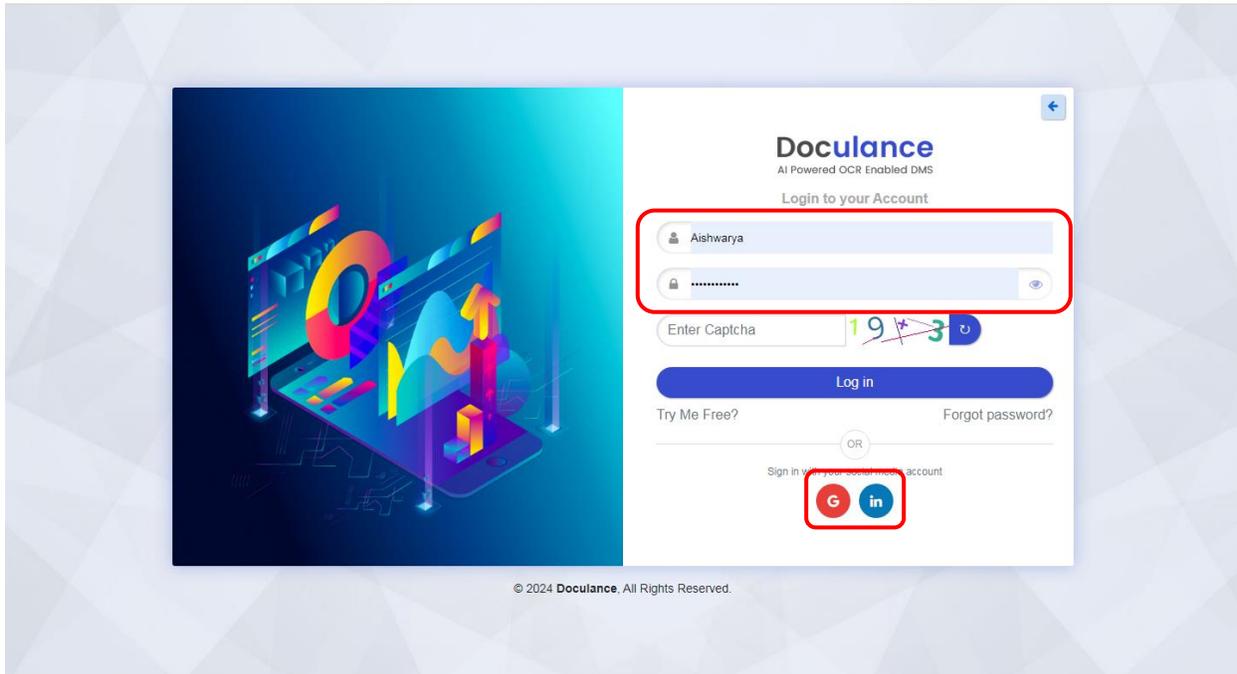
**Sign Up**

## ❖ Registration-

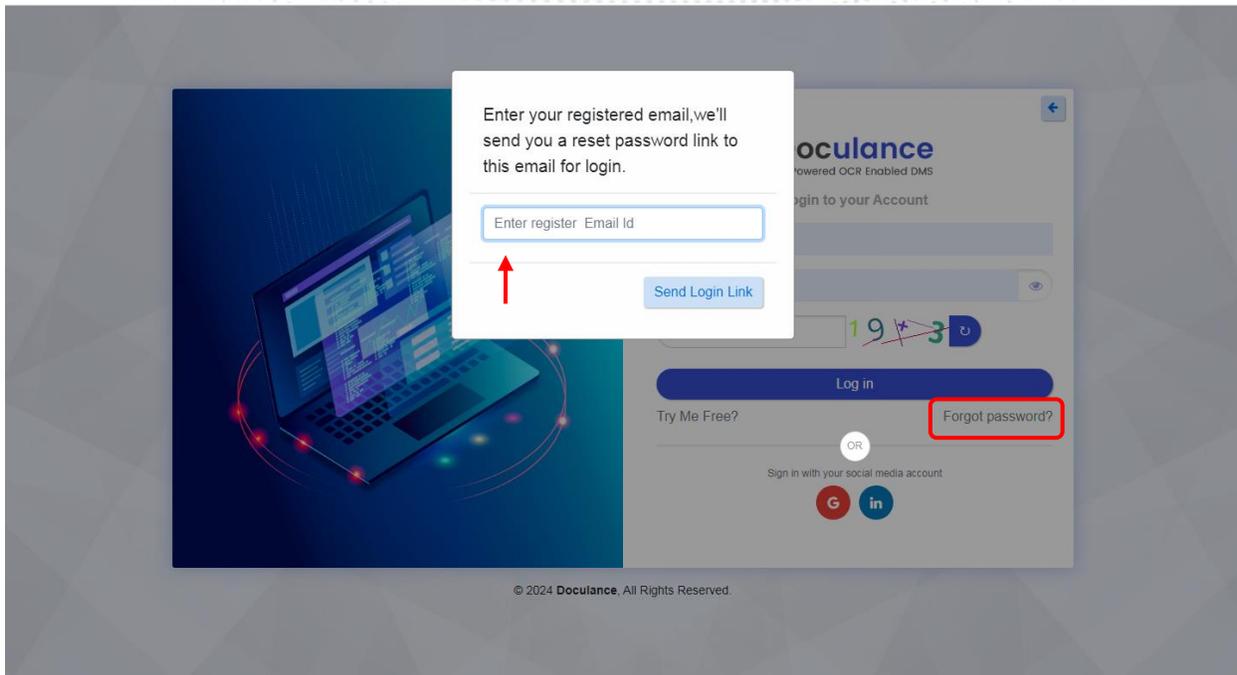
After registration, you will receive a confirmation mail in your respective mail. Login from here or from the website.



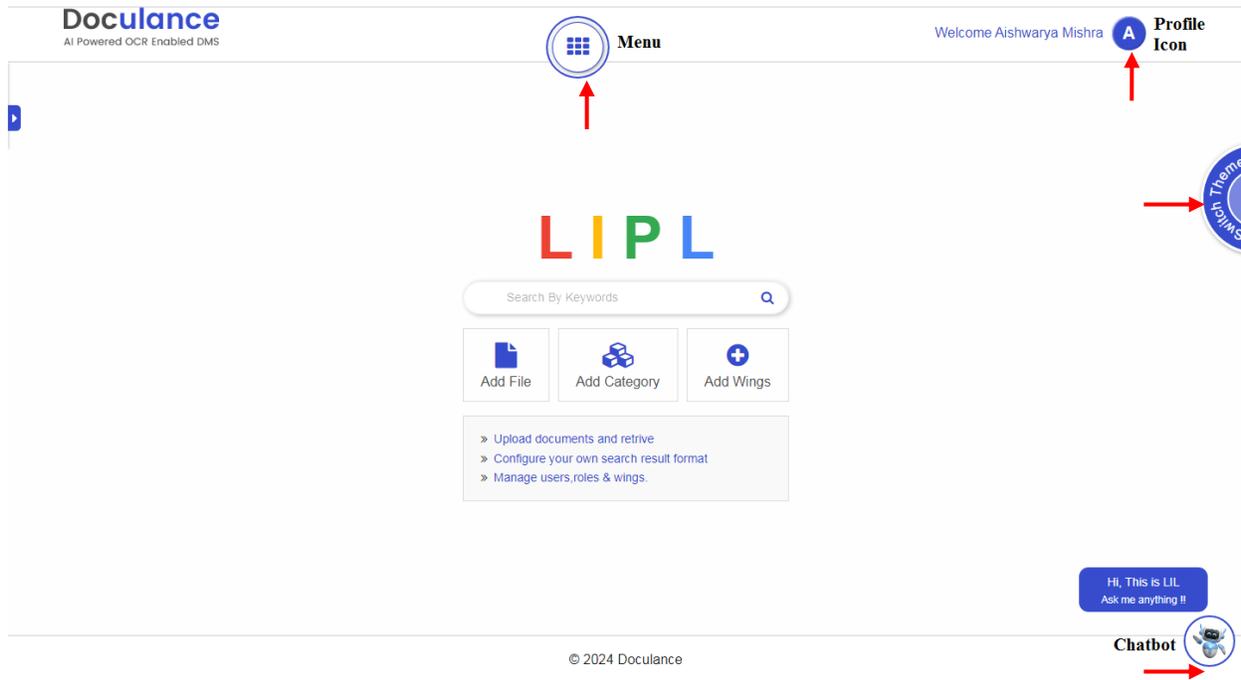
- ✓ Enter your credentials (user ID and password) to get into your account. You can also sign in with your social media accounts, i.e., Google and LinkedIn.



- ✓ If you've forgotten your password, then click on Forgot Password, and a pop-up will appear. Mention your email, and you can reset it.



- ✓ This is the home page where you can add files, categories, and wings by clicking directly on the links. You can also edit your profile details and change your password by clicking the profile icon.
- ✓ You can also change the colors by tapping on the "Switching Theme" button. There is a chatbot available for questions and answers, and a menu button.

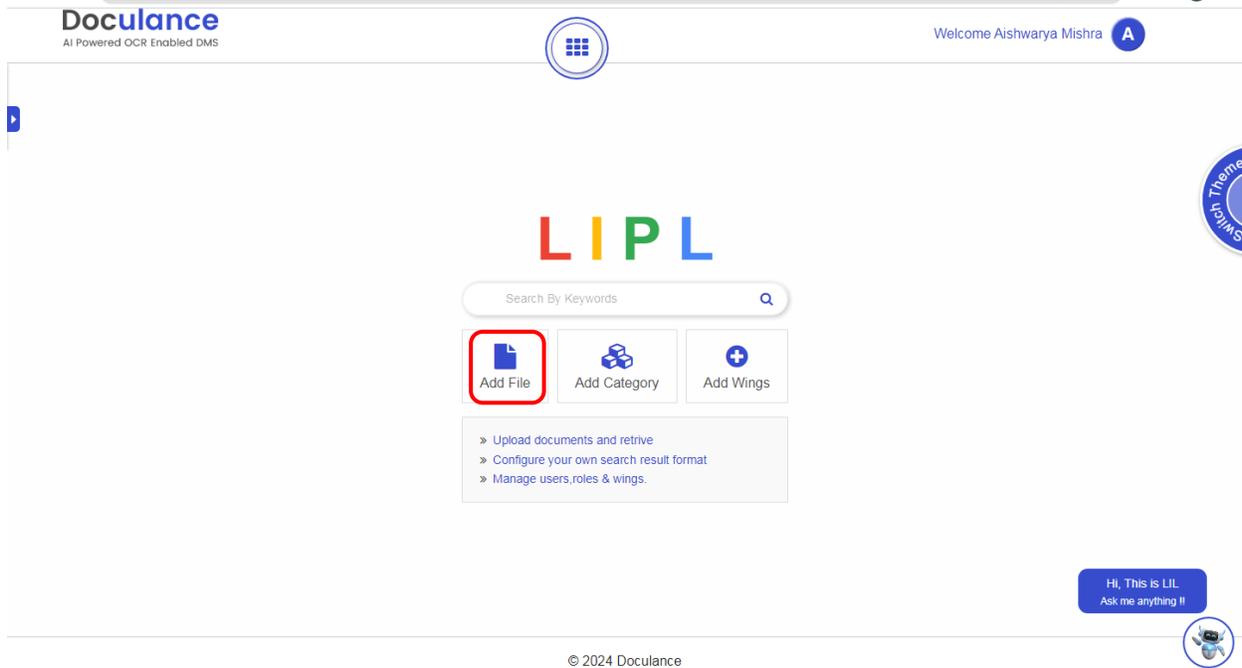


# 1.

## UPLOAD DOCUMENTS AND RETRIEVE



- ✓ Click the 'Add File' icon on the homepage, or select 'Manage Document' from the menu and click on Add Document.



- ✓ The category ROOT is set here by default. You can upload files and save it.
- ✓ By clicking on Add Document Category, you can add categories. And select the respect category.
- ✓ Simply drag and drop files or upload documents individually or in bulk.
- ✓ Need to upload from Google Drive or Dropbox? No problem. Just choose your files and add them effortlessly.
- ✓ Click on the Save button.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra

### Add Single/Bulk Document

Document Category\*

Root

Add Document Category

Upload Single/Bulk Document\*

14.4 KB  
Configure yo...

7.3 MB  
Docsvault\_E...

OR

Upload files from drives

Up to 10 files can be uploaded. For more than 10 files, please use the upload bulk.  
If user wants to upload a single document then the maximum file size is 10MB. Files allowed with the extension .PNG, .JPG, .PDF, .PPTX, .DOCX, .jpeg

You have Uploaded (2) files. Now you can create searchable dynamic fields for each file.

Configure your own search result format.docx

Hi, This is LIL. Ask me anything !!

- ✓ After saving the document, it will be visible in the Document List. Here you can search by keywords, do a category-wise search, and tag search.
- ✓ You have the option to filter your search by choosing wings, projects, or customers.
- ✓ Manage Table Headers or Columns by unchecking them, thus the respective fields will not be visible.
- ✓ In the 'Action' column, you can create tags, edit documents, update search indexes, and add remarks or comments. Share and collaborate effortlessly with @username.
- ✓ Click on the document link to view the document.

The screenshot displays the Doculance interface with the following elements:

- Header:** Doculance AI Powered OCR Enabled DMS, Welcome Aishwarya Mishra, and a user profile icon.
- Search Bar:** Keyword search with the text 'test' and a search icon.
- Documents List:** A table with columns: Sl.No., Uploaded Date & Time, View Doc, Category, Tag, and Action.
- Filter Search:** Select Project, Select Customer, Select Wings, and Add Document buttons.
- Category Search:** Filter buttons for All, Test Report(5), Sales proposal(3), Onboarding(2), VAT(2), SCTE&VT(3), Resume Management(2), and Root(4).
- Tag Search:** Show by Tags input field.
- Table Data:**

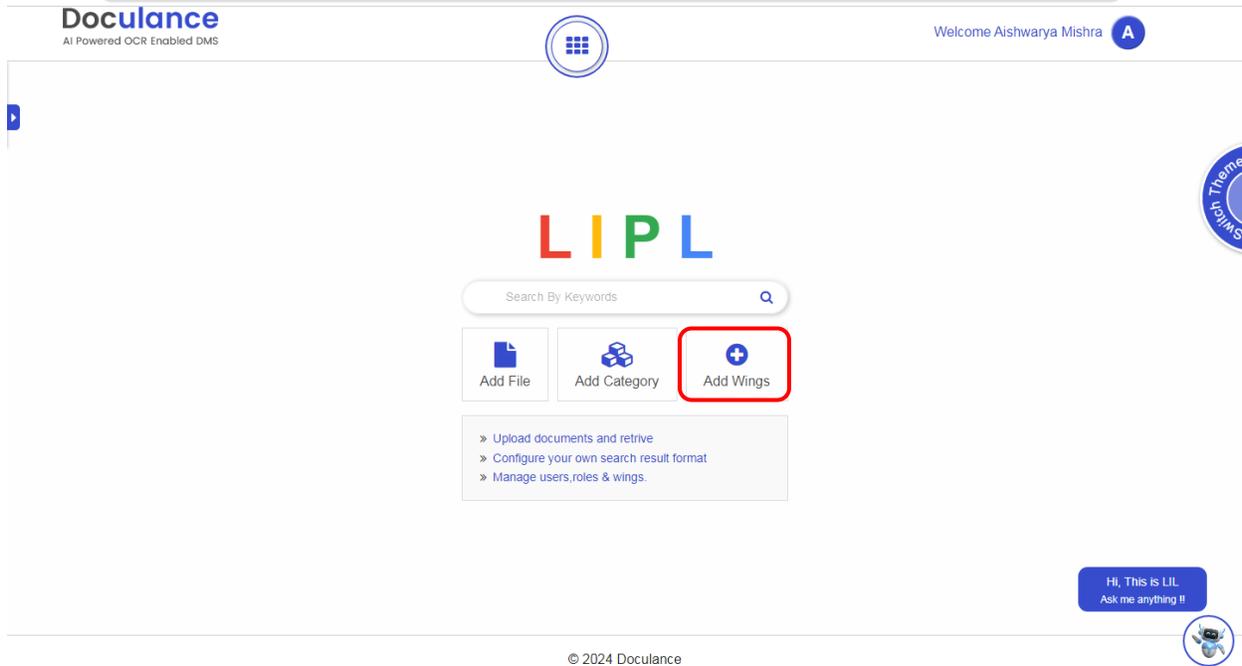
Sl.No.	Uploaded Date & Time	View Doc	Category	Tag	Action
1	17-08-2024 17:57	attach_1723897628test case of chatbot.docx	Test Report	Test case.	[Action icons]
2	17-08-2024 17:24	attach_1723895671Project Proposal @ Doculance.pdf	Test Report	NA	[Action icons]
3	09-08-2024 16:43	attach_1723201985image2.png	Root	NA	[Action icons]
4	09-08-2024 16:32	attach_1723201307SAP ABAP.docx	Resume Management	NA	[Action icons]
5	09-08-2024 16:32	attach_1723201307SAP SD.docx	Resume Management	NA	[Action icons]
6	09-08-2024 14:57	attach_1723195614User Manual of CPC.pdf	SCTE&VT	CPC.	[Action icons]
7	09-08-2024 14:51	attach_1723195255User_Manual_of_VAT_Registration.pdf	VAT	Vat.	[Action icons]
8	09-08-2024 14:49	attach_1723195141SAP-MM-Sample-Resume-1.docx	Onboarding	NA	[Action icons]
9	09-08-2024 14:49	attach_1723195141SAP-MM-Sample-Resume-3.docx	Onboarding	NA	[Action icons]
- Annotations:** Red arrows point to 'Keyword search', 'Filter search', 'Category search', and 'Document link'. A vertical label 'Manage columns' with an arrow points to the table header area.
- Chatbot:** A chatbot icon in the bottom right corner with a message bubble: "Hi, This is LIL. Ask me anything !!".

# 2.

## MANAGE USERS, ROLES, & WINGS



- ✓ Click the 'Add Wings' icon on the homepage, or select 'Manage Masters' from the menu and click on Wings.



- ✓ Wings mean smaller, specialized units within a larger organization. May have a specific function or focus. Wings/division examples: roads wing, finance wing, administration wing, land acquisition wing, etc.
- ✓ Mention the wings name and save it. You can view the details of the wing name below after saving.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra **A**

### Add Wings

Wings \*

Show  Search:

entries

Sl.No.	Wings	Action
1	RTI	
2	Production Department	
3	Tender	
4	Test	
5	Sales	
6	HR	

Showing 1 to 6 of 6 entries

Hi, This is LIL. Ask me anything !!

Switch Theme

- ✓ According to the wings, the role types are created and assigned to the respective users.
- ✓ For example, given here, Wings is Finance Department, and Role Type is Finance Analyst.
- ✓ Mention the wings name and save it. You can view the details of the role type with its respective wings below after saving.

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Welcome Aishwarya Mishra **A**

**Role Type**

Wings\*  Roles Type\*

Show  entries

Sl.No.	Wings	Roles Type	Action
1	Sales	sales trainee	
2	Production Department	Product Associate	
3	Test	Sr Quality Analyst	
4	Test	Quality Analyst	
5	Sales	Sales Associate	
6	Sales	IT Pre Sales Associate	
7	HR	Manager HR	
8	HR	Asst. Manager HR	

Hi, This is LIL. Ask me anything !!

- ✓ You can create users by clicking in Menu --> Manage Users --> Add Users.
- ✓ Add New User by providing all the details like Name, Mobile No., Email ID, Gender, Password, Wings and Role Type.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra

### Add New User

**Note:**  
First you add wings and assign roles before you add new user.

Username\*  
Chitaranjan

Full Name\*  
Chitaranjan Rana

Mobile No\*  
9337384098

Email Id\*  
Chitaranjan@gmail.com

Gender\*  
 Male  Female  Other

Password\*  
.....

Confirm Password\*  
.....

Wings\*  
Finance

Roles Type\*  
Finance Analyst

Save

© 2024 Doculance

✓ After adding the new user, it will be visible in the user list.

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Welcome Aishwarya Mishra

### Users List

Show:  entries

Search:

#	Name	Username	Email	Mobile	Gender	Roles Assigned	Wings	Status	Action
1	Chitaranjan Rana	Chitaranjan	chitaranjan@gmail.com	9337384098	Male	Finance Analyst	Finance	Active	  
2	Kingshuk Basu	Kingshuk	kingshuk@gmail.com	7890123095	Male	Sales Associate	Sales	Active	  
3	Mahalakshmi	Mahalakshmi	mahalakshmi@gmail.com	8456000879	Female	Senior Developer	Developer	Active	  
4	Aishwarya Mishra	Aishwarya	aishwarya.lpl02@gmail.com	9437063461	Female			Active	  

Showing 1 to 4 of 4 entries

Hi, This is LIL. Ask me anything !!

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# 3.

## MENU BAR



## ❖ Menus and their functionalities

Here the details can be seen, like:

- **Home:** The "Home" menu is called the home page.
  - **Dashboard:** Here the details can be previewed.
  - **Manage Users:** Users can be added.
  - **Manage Masters:** Wings, Roles, and Site can be managed from here.
  - **Global Data:** Doculance's Global Data Fields are pre-defined attributes that can be applied to any document type. These standardized fields enhance search and filtering capabilities, allowing you to quickly find documents based on specific criteria like project, department, or client.
  - **Manage Document:** All files can be managed.
  - **Notifications:** To view the notifications.
- ✓ Click on them and fill in the relevant details.

The screenshot displays the Doculance application interface. At the top left, the logo "Doculance" is shown with the tagline "AI Powered OCR Enabled DMS". On the top right, a user greeting "Welcome Aishwarya Mishra" is visible next to a profile icon. A central navigation menu is highlighted in blue, with red arrows pointing to the following items:

- Home
- Dashboard
- Manage Users
  - Add User
  - Users List
- Manage Masters
  - Wings
  - User Roles
  - Tags
  - Site Management
- Global Data
  - Projects
  - Customers
- Manage Document
  - Document Category
  - Add Document
  - Document List
- Notifications

A tooltip at the bottom of the menu reads: "» Manage users, roles & wings." In the bottom right corner, there is a chatbot icon with the text "Hi, This is LIL. Ask me anything !!". The footer contains the copyright notice "© 2024 Doculance" and a small robot icon.

- ✓ Go to the menu and then click on Dashboard.
- ✓ The user can search by keywords and category-wise. Also, all the categories and tags created so far can be seen.

The screenshot displays the Doculance dashboard interface. At the top left, the logo 'Doculance' is shown with the tagline 'AI Powered OCR Enabled DMS'. The top right corner features a user greeting 'Welcome Aishwarya Mishra' and a profile icon. A central search bar is labeled 'Search By Keywords' and includes a dropdown menu currently set to 'All'. Below the search bar, there are two sections: 'CATEGORY' and 'TAG'. The 'CATEGORY' section contains eight filter cards with the following counts: All Files (24), Onboarding (2), Resume Management (2), Root (4), Sales Proposal (3), SCTE&VT (3), Test Report (8), and VAT (2). The 'TAG' section contains five filter cards with counts: Test (1), Vat (2), MMR (1), CPC (1), and Test Case (1). A chatbot icon is visible in the bottom right corner with the text 'Hi, This is LIL. Ask me anything !!'. The footer contains the copyright notice '© 2024 Doculance'.

- ✓ Go to the menu on the home page, select Manage Masters, and then click Tags. Save it after adding the Go to the menu and select Manage Masters, and then click on Tag.
- ✓ Mention the tag name and save it.

Doculance  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra A

Switch Theme

Add Tags

Tag Name \*

Save

Show 10 entries

#	Tag Name	Action
1	Test case	
2	CPC	
3	MMR	
4	Vat	
5	Test	
6	Sales	
7	HR	

Showing 1 to 7 of 7 entries

Hi, This is LIL. Ask me anything !!

- ✓ Go to the menu and select Manage Masters, and then click Site Management.
- ✓ Here the user can mention the organization name and give their company logo, and save it.

Doculance  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra

### Site Management

Organisation Name \*  
LIPL  
Note: Only 10 characters are allowed.

Organisation Logo \*  
Choose file No file chosen  
(Allowed only jpg,png format.)

Save

Hi, This is LIL.  
Ask me anything !!

© 2024 Doculance

- ✓ Go to the menu and select Global Data, and then click Projects.
- ✓ Mention the project name and save it.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra **A**

### Add Project

Project Name \*  **Save**

Show  Search:

entries

#	Project Name	Action
1	VAT	
2	SCTE&VT	
3	Make My Report	

Showing 1 to 3 of 3 entries < 1 >

Hi, This is LIL. Ask me anything !!

- ✓ Go to the menu and select Global Data, and then click Customers.
- ✓ Mention the client name and Save it.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra **A**

**Add Customer**

Customer Name \*  **Save**

Show  Search:

entries

#	Customers Name	Action
1	Animal Resources Development D	
2	Department of State Taxes & an	
3	Odisha High Court	
4	Directorate of Technical Educa	
5	Central Placement cell	
6	Directorate of Fisheries	

Showing 1 to 6 of 6 entries

Hi, This is LIL. Ask me anything !!

SWMS Theme

- ✓ Go to the menu and tap on Notifications to view the comments on a specific document.

Doculance  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra

Notifications

Show: 10 entries

SI.No.	Commented Date & Time	Category	View Doc	Commented By	Comments
1	03-09-2024 18:14	Port documents	attach_1725272169CPC New Requirements (1).pdf	Aishwarya Mishra	go through it.
2	03-09-2024 18:01	Balancesheet	attach_1725363184doculance notes (1).docx	Aishwarya Mishra	

Showing 1 to 2 of 2 entries

Hi, This is LIL. Ask me anything !!

# 4.

## CONFIGURE YOUR OWN SEARCH RESULT FORMAT



- ✓ Click the 'Add Category' icon on the homepage, or select 'Manage Document' from the menu and click on Document Category.

Doculance  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra

# LIPPL

Search By Keywords

Add File Add Category Add Wings

- > Upload documents and retrieve
- > Configure your own search result format
- > Manage users, roles & wings.

Hi, This is LIL. Ask me anything !!

© 2024 Doculance

- ✓ Mention the document category name so that you can customize your search according to it, and then save it.

**Doculance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra **A**

**Note:**  
Here you can add the Document Category name.  
If you want to add search index then you click configure search index and define fields. Also assign to the respective wings & roles

**Add Document Category** + Add Document

**Document Category Name \***  
Balancesheet Save

**Note:**  
You can assign roles and wings to multiple categories simultaneously by selecting the checkboxes next to each category. After making your selections, click the "Add Wings & Roles" button to apply the changes.  
To assign roles and wings to a single category, navigate to the category's row in the table and click the  icon.  
To configure the search result fields, navigate to the respective category row in the table and click the  icon.

Show  Search:

entries

#	Document Category Name	Wings	User Role Type
<input type="checkbox"/> 1	HRM		
<input checked="" type="checkbox"/> 2	CRC	Sales	sales trainee

Hi, This is LIL. Ask me anything !!

- ✓ The user can assign roles and wings to single or multiple categories simultaneously by selecting the checkboxes and clicking on the Add Wings and Roles button to apply the changes.

[Add Wings & Roles](#)

**Note:**  
You can assign roles and wings to multiple categories simultaneously by selecting the checkboxes next to each category. After making your selections, click the "Add Wings & Roles" button to apply the changes.  
To assign roles and wings to a single category, navigate to the category's row in the table and click the  icon.  
To configure the search result fields, navigate to the respective category row in the table and click the  icon.

Show  Search:

entries

#	Document Category Name	Wings	User Role Type	Action
<input checked="" type="checkbox"/> 1	Balancesheet			 
<input checked="" type="checkbox"/> 2	HRM			 
<input checked="" type="checkbox"/> 3	CRC	Sales	sales trainee	
<input checked="" type="checkbox"/> 4	Resume Management	Production Department	Producr Associate	
<input type="checkbox"/> 5	SCTE&VT	Production Department		
<input type="checkbox"/> 6	VAT	Production Department		
<input checked="" type="checkbox"/> 7	Test Report	Test	Sr Quality Analyst	
<input checked="" type="checkbox"/> 8	Sales proposal	Sales	IT Pre Sales Associate	
<input checked="" type="checkbox"/> 9	Onboarding	HR	Asst. Manager HR	

Showing 1 to 9 of 9 entries

Hi, This is LIL. Ask me anything !!



- ✓ You can select wings from the dropdown menu and select single or multiple role types.

**Note:**  
You can assign roles and wings to multiple categories simultaneously by clicking the "Add Wings & Roles" button. To assign roles and wings to a single category, navigate to the category. To configure the search result fields, navigate to the respective category.

Show: 10 entries

#	Document Category Name	Wings	User Role Type	Action
<input checked="" type="checkbox"/>	1	Balancesheet		
<input checked="" type="checkbox"/>	2	HRM		
<input checked="" type="checkbox"/>	3	CRC	Sales	sales trainee
<input checked="" type="checkbox"/>	4	Resume Management	Production Department	Product Associate
<input type="checkbox"/>	5	SCTE&VT	Production Department	
<input type="checkbox"/>	6	VAT	Production Department	
<input checked="" type="checkbox"/>	7	Test Report	Test	Sr Quality Analyst
<input checked="" type="checkbox"/>	8	Sales proposal	Sales	IT Pre Sales Associate
<input checked="" type="checkbox"/>	9	Onboarding	HR	Asst. Manager HR

Showing 1 to 9 of 9 entries

Hi, This is LIL. Ask me anything !!

- ✓ To configure the search result fields. Under the Action column, click the icon 
- ✓ If you wish to add a parent document, project, and customer, then check the boxes.
- ✓ A document at the top of a hierarchy that has child documents inside it is called a parent document. It's a superior document that other documents fall under.
- ✓ You may now create labels for the searchable fields that you can run searches against.  
For example, if you want to search for a resume, you may create an index field like Job Positions, Skills, or Years of Experience.
- ✓ These fields help you while you search and are shown when you upload documents. Otherwise, you may not choose any fields and can skip the steps.

**Docuance**  
AI Powered OCR Enabled DMS

Welcome Aishwarya Mishra **A**

**Note:**  
If you want to add search result fields then define the fields by clicking "Add More Fields".

**Configure Search Result Fields**

Category : Balancesheet

**Global Search Result Fields**

Docuance's Global Data Fields are pre-defined attributes that can be applied to any document type. These standardized fields enhance search and filtering capabilities, allowing you to quickly find documents based on specific criteria like project, department, or client.

Select parent document  Select Project  Select Customer

**Custom Search Result Fields**

You can add the search result fields by clicking on the "Add more Fields" button.

Fields Label	Fields Type
Project	Dropdown
Sheet Name	Text Input
Total Amount	Text Input

Hi, This is LIL. Ask me anything !!

- ✓ Now add the document under the respective category.
- ✓ After uploading the file, you can create searchable dynamic fields for each file.

Up to 10 files can be uploaded. For more than 10 files, please use the upload bulk.  
If user wants to upload a single document then the maximum file size is 10MB. Files allowed with the extension .PNG, .JPG, .PDF, .PPTX, .DOCX, .jpeg

**You have Uploaded (2) files. Now you can create searchable dynamic fields for each file.**

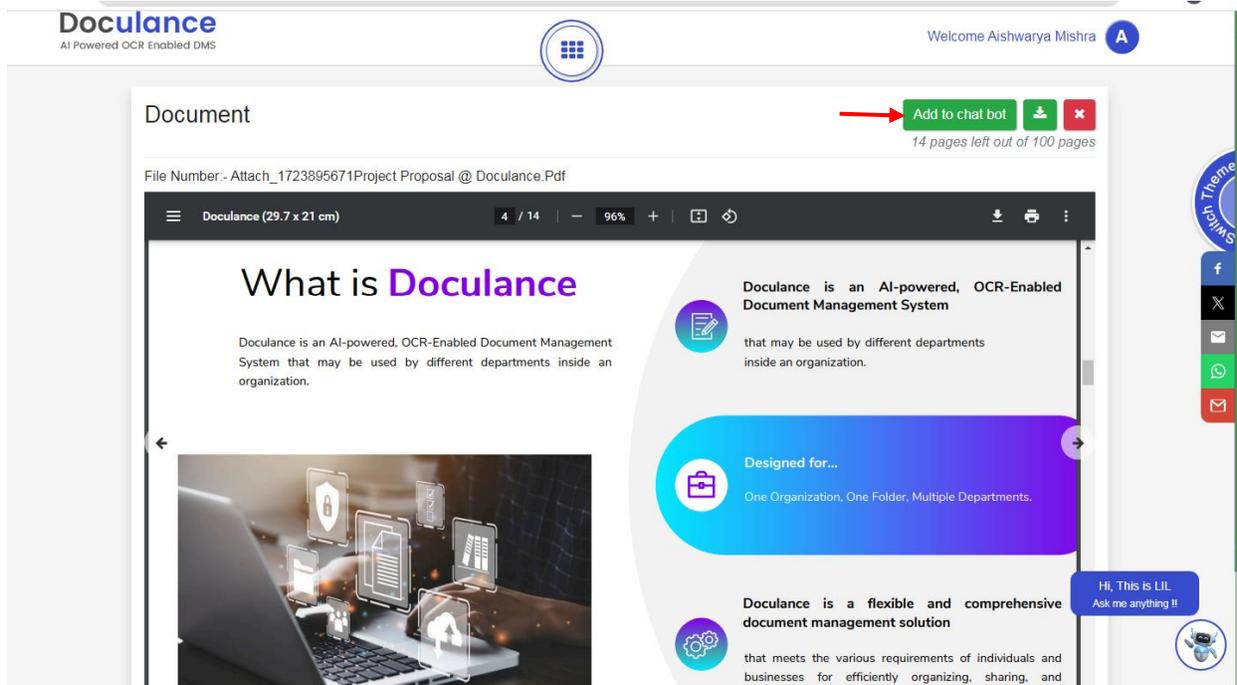
Select Project	Sheet Name	Total Amount	Tag
Make My Report	MMR	800000	
SCTE&VT	Integrated website	10000000	

add Project

Hi, This is LIL  
Ask me anything !!

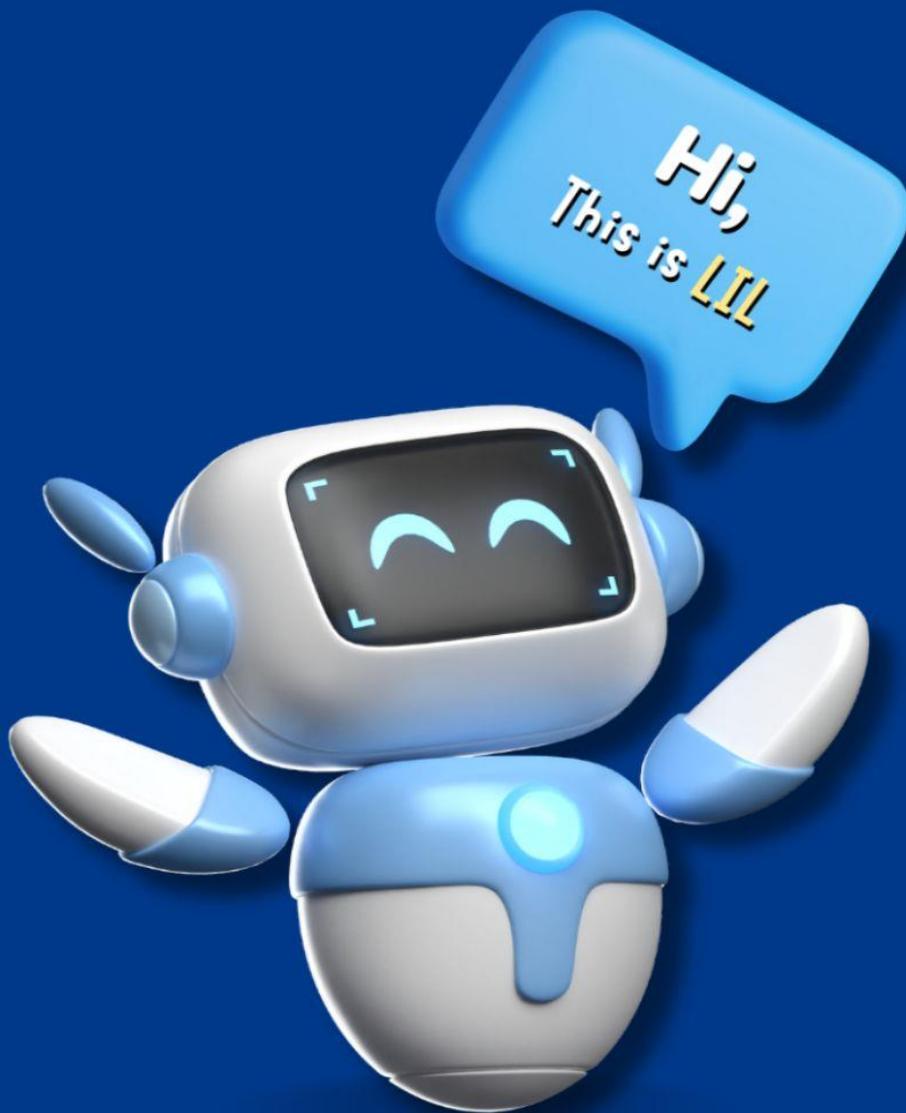
Save

- ✓ When a user clicks on a document link, they can view documents easily in a new tab and print or download them if needed.
- ✓ Add documents to our chatbot to allow for swift Q & A.



# 5.

## BUILD YOUR OWN AI CHATBOT



- ✓ Our ChatBot is designed in such a way that it will give an answer to all your queries. Tap on the Chatbot.

The screenshot displays the Doculance user interface. At the top left, the logo 'Doculance' is shown with the tagline 'AI Powered OCR Enabled DMS'. The top right corner features a user profile with the name 'Welcome Aishwarya Mishra' and a notification icon. The main content area is centered around the 'LIPPL' logo, a search bar labeled 'Search By Keywords', and three action buttons: 'Add File', 'Add Category', and 'Add Wings'. Below these buttons is a list of links: 'Upload documents and retrieve', 'Configure your own search result format', and 'Manage users, roles & wings'. In the bottom right corner, a chatbot icon is highlighted with a red square, and a tooltip above it reads 'Hi, This is LIL. Ask me anything !!'. The footer contains the copyright notice '© 2024 Doculance'.

- ✓ Every document you've added to the chatbot will be visible to you over here. You may also filter it by category.
- ✓ Also, documents can be added from here.
- ✓ There are numerous documents available in different categories, and for a user, it is very difficult to search by keywords. So the user will simply put forth the question and get all the answers.

The screenshot displays the Doculance chatbot interface. On the left, a list of documents is shown with a 'Select All Category' dropdown. The main area features a document preview of a 'Profile Details' page. On the right, chat messages are visible, including a 'gist of the document' and 'Principal login steps'. A '+ New Chat' button is highlighted with a red box at the bottom right.

**Document List:**

- attach\_1725272169CPC New Requireme... (02-09-2024 15:46) Aishwarya Mishra
- attach\_1724673232MMR ppt V4.1.pptx (26-08-2024 17:25) Aishwarya Mishra
- attach\_1724672935MMR One Pager.pdf (26-08-2024 17:23) Aishwarya Mishra
- attach\_1724668018Curriculum Vitae.docx (26-08-2024 15:57) Aishwarya Mishra
- attach\_1723202022Business FAQs @ Do... (09-08-2024 16:44) Aishwarya Mishra
- attach\_1723195614User Manual of CPC.p... (09-08-2024 14:57) Aishwarya Mishra
- attach\_1723195603CPC\_WORK FLOW\_P... (09-08-2024 14:57) Aishwarya Mishra
- attach\_1723195141SAP-MM-Sample-Res... (09-08-2024 14:49) Aishwarya Mishra
- attach\_1723195098ScienceResumedocx... (09-08-2024 14:48) Aishwarya Mishra
- attach\_1723194945User Manual Docum... (09-08-2024 14:45) Aishwarya Mishra
- attach\_1723194928mmr-adv-2.jpg (09-08-2024 14:45) Aishwarya Mishra

**Document Preview:**

15. Principle Login- client has requested to give a separate option "Institute Level Placement" in the principle login to private institutions for their placements. Once it is clicked a page will open where principle will fill student's information as below:

Registered	Placed
◆ Student wise	◆ Company wise
◆ Gender- M/F/D	◆ Company placed year/Month/Date wise
◆ Course- Diploma & ITI	◆ Student Wise
◆ Branch/Trade wise	◆ Gender- M/F/D
◆ Passing Year wise	◆ Course- Diploma & ITI
	◆ Branch/Trade wise

16. For the above point no. 16 we will provide the report pulling option as below:

17. We will give an option as reports to the client in the admin login where they can pull the report

**Chat Messages:**

- gist of the document
- The document outlines various updates and improvements to the technical education and training system in Odisha. It includes details about candidate registration, educational institutions, updating profiles, and generating reports related to student placements. The focus seems to be on enhancing the efficiency and effectiveness of the technical education system in the state.
- Principal login steps
- To log in as a principal, you should follow these steps: 1. Visit the login page of the system. 2. Enter your username and password provided by the system administrator. 3. Once logged in, navigate to your dashboard. 4. Look for the option "Institute Level Placement" specifically for private institutions. 5. Click on that option to access the page where you can fill in the student's information, which includes: a. Personal Information (can be taken from the candidate registration page), b. Education Details (can be taken from the candidate registration page), c. Back paper-It can be taken from the candidate registration page, d. Individual student & company details with salary package.

**Buttons:**

- Add Document to Chatbot
- + New Chat