



MISSION SHAKTI- SAKHI NIWAS
(DISTRICT NODAL OFFICER) DNO
DASHBOARD

Mission

shakti

National Informatics Centre Ministry of
Electronics & Information Technology
Government of India

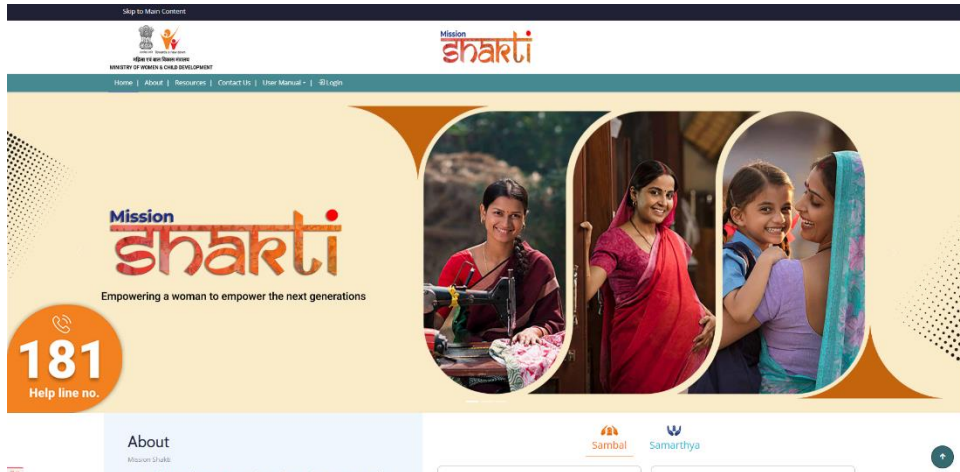
Sakhi Niwas- District Nodal Officer (DNO)- User
Manual

User Manual

1. Login

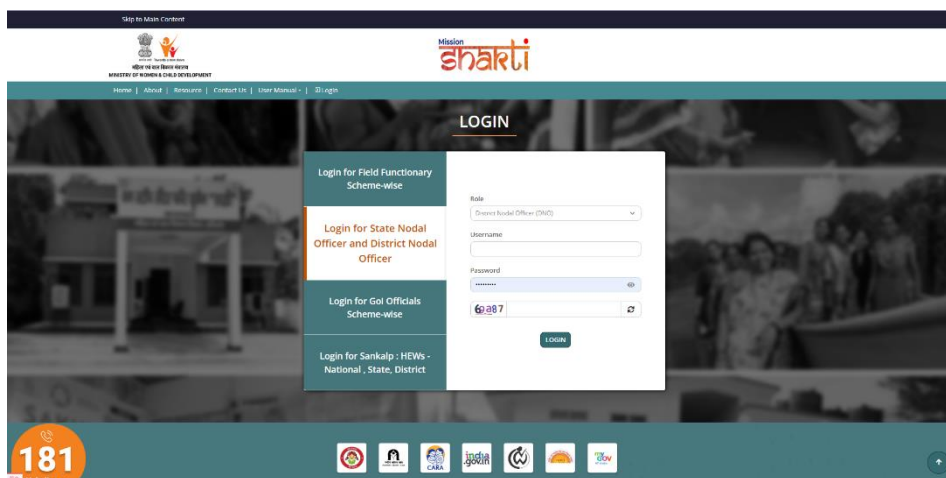
To access the Mission Shakti Portal, follow these steps:

1. Open your web browser.
2. Type in the URL: <http://www.missionshakti.wcd.gov.in/>.
3. You will be directed to the homepage of the Mission Shakti Portal



2. Click on Login for State Nodal Officer and District Nodal Officer

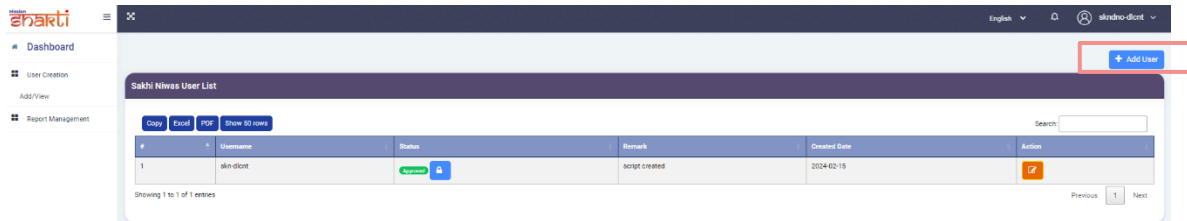
- To select the "District Nodal Officer (DNO)" from the given options, follow these steps:
- Go to the "Roles" section.
- Click on the "District Nodal Officer (DNO)" option from the list of Roles.
- To proceed with logging in, please follow these steps:
 - (i) Enter your ID, password, and captcha in the respective fields.
 - (ii) Click on the "Login" button to open your account



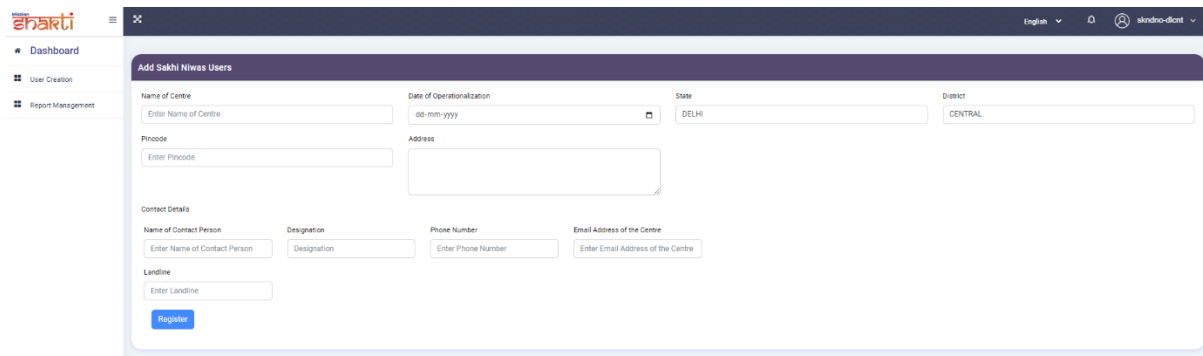
3. User Creation

To create a User, follow these instructions:

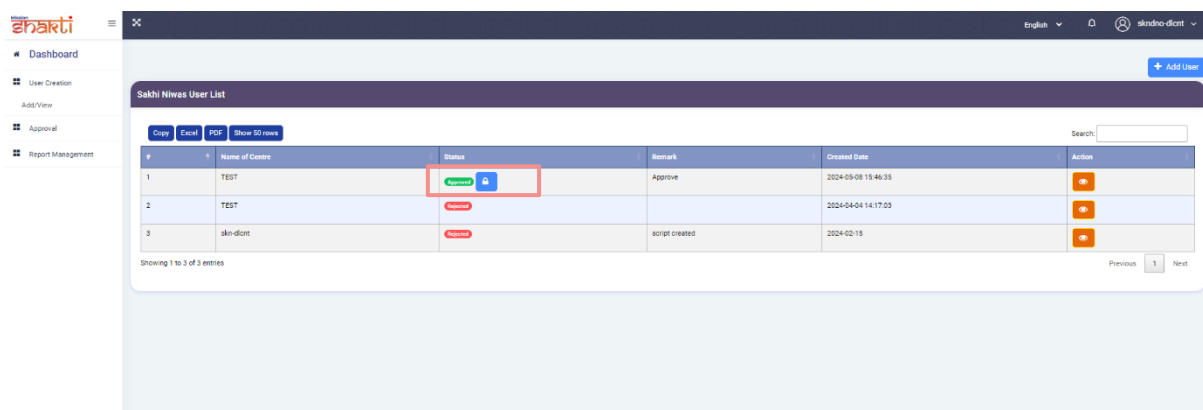
- Go to the "User Creation" section.
- Click on the "Add/View" option.



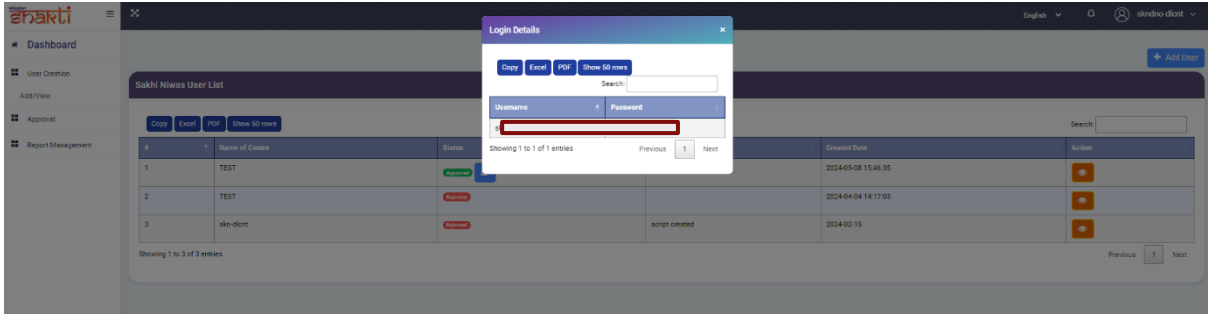
- Click on Add User option on the top right corner.
- Following form will open



- Make sure you fill all the '*' marked fields as they are mandatory
- Click on Register after filling all the information



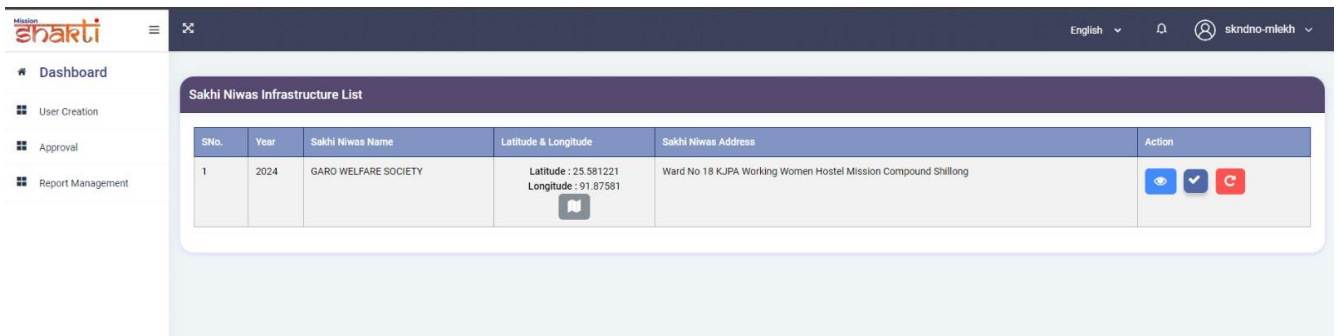
Once, Sakhi Niwas User is approved by the SNO, you can click on the Lock Icon to fetch the username and password of the user.



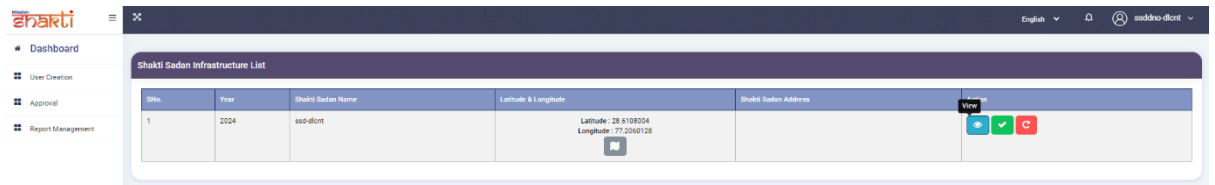
4. Approval

(i) To view, approve and review Sakhi Niwas infrastructure, follow these steps:

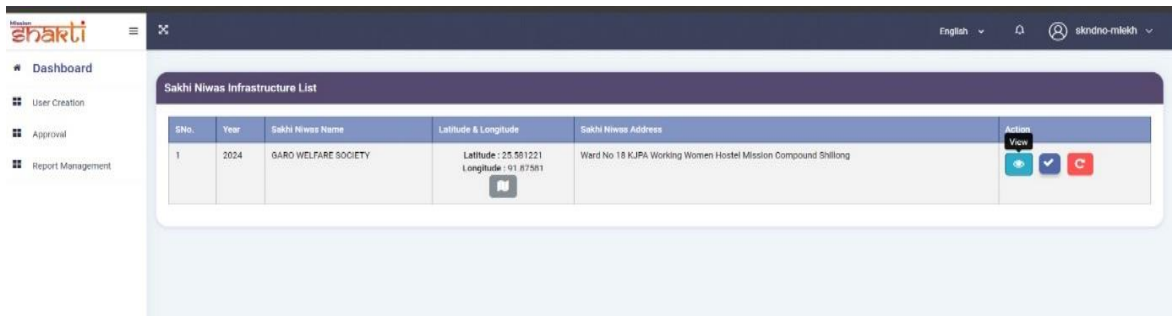
- Go to the "Approval" section.
- Click on "Sakhi Niwas Infrastructure" option.



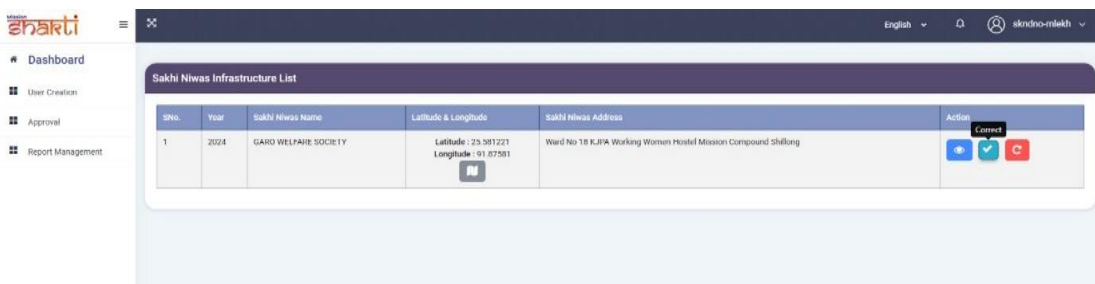
- User can view the infrastructure details of Sakhi Niwas by Clicking on "View" icon under Action.



- User can approve the Infrastructure details of Sakhi Niwas by clicking on “Correct” icon under Action.



- User can review the Infrastructure details of Sakhi Niwas by clicking on “Review” icon under Action.



- After clicking on “Review” icon, a pop-up screen will appear Stating “Please specify the issue”.
- User can enter their remarks in the text box given below.

