Step-by-Step Work Flow

Step-1 Login



Initiative To Uplift Families And Build A Healthy, Wealthy, And Happy Andhra.







Login

411042884674

By clicking, Laccept the **Terms & Conditions** Version 1.D Privacy Policy Terms of use



Author Number

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1. Login & OTP Verification

- User sees the login screen upon opening the app.
- Enter Aadhaar Number and click "Get OTP".
- OTP is sent to the mobile number linked with Aadhaar.
- Enter OTP and click "Verify".

Step-2 Download the household Data

• Upon successful verification, the **Home Page Is** open.



Downloading Household (HH) Data

- Click on "Download HH Data".
- Survey can only be started once the surveyor **downloaded** the **data** for particular secretariat
- The **Secretariat name** is automatically fetched from the database.
- Click on "Download Data".
- A message appears: "Data downloaded successfully".
- The data is now stored on the mobile device.

Step-3 Viewing Household Details



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Abdul Sharmila Begum HH67345761262620200212086619370

Abdul Suniya Firdos HH67593487807220200215105005402

ABDUL KALEEMA SULTHANA HHK35660002350202002802250772

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Viewing Household Details :

.Click on "Household Details" APP.

- The downloaded households are shown in the "Household Details" section.
- Tap on a household name to view **full family details**.

<u>Step-4</u> Populate respondent details

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Respondent details

- Select the respondent from the list of family member
- After selecting a member, their **mobile number** is auto-fetched.
- If auto populated mobile number is incorrect, then the surveyor can edit

<u>Step-4</u> Populate household member details

- P4 Need Assessment Survey < 🙁
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- P4 Need Assessment Survey <

Yes





Household members

- Choose whether the person is **part of the** household:
 - If **Yes** \rightarrow fill in the required **member** • details.
 - If $No \rightarrow$ a question appears asking for the reason and choose the reason

<u>Step-5</u> Adding Additional Family Members

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Adding Additional Family Members

- Tap "Add More" to add new members.
- Enter details **manually** for each additional member.

Step-6 Capturing Address Information

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S P4 Need Assessment Survey



Capturing Address Information

- **District, Mandal, and Secretariat** are auto-fetched.
- The app will request to **enable GPS** if it is off.
- Once enabled, the app captures live GPS coordinates.

<u>Step-7</u> Capturing the needs of households (not individuals)

S P4 Need Assessment Survey



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It appears that the family sequences exceed their income. Would you like to proceed?



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Securing better employment opportunities

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- Setting loan for business, / starting venture.
- Medical treatment to californian su



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S P4Need Assessment Survey

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- What support do your equire in achieving these meets?
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Capturing the needs of household

- Enter monthly family expenditure.
- If expenditure > income → confirmation message appears.
- Select:
 - First important need
 - Second important need (must be different)
- If both needs are the same → warning message is shown.

<u>Step-7</u> Capturing the needs of households (not individuals)

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Capturing the needs of household

- Record a **voice response** (Telugu or English) within **100 words**.
- Check the **declaration box**.
- Submit the form.

<u>Step-8</u> Viewing & Uploading Submitted Forms



Viewing & Uploading Submitted Forms

- Click the marked icon to view submitted forms.
- Offline forms are saved and can be uploaded when online.