User Manual

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Web portal for Registration of COVID-19 Volunteer
Version 1.0
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1. Application Overview:

This web portal is an initiative of Government of Madhya Pradesh as a platform that provides a medium for all individual/Organizations who want to cooperate and help as volunteer in any way with the people of our State/Country in fighting with the epidemic named Corona (COVID-19). All those individuals or NGO/Organizations who want to give different types of services can register through this application.

1.1 Purpose of document:

The purpose of this user manual to educate the people/user about the profile registration with this web portal as an individual or organization as a volunteer to fight with Corona. This document helps the user to understand the structure and flow of the application. This document explains the functions of application so that user can understand and register his/her profile and help us in fighting with this epidemic named COVID-19.

1.2 Intended User

This application will be primarily used by any individual or organization specially NGO.

2. Getting Started:

This section provides a general walkthrough of the application. The logical arrangement of the information shall enable the functional personnel to understand the sequence and flow of the system.

2.1 Accessing Application for the first time.

User need to type the URL in the suitable browser.

Link to application is: [https://mapit.gov.in/covid-19/](https://mapit.gov.in/covid-19/)

Link to the application is also available on below web sites of MP Government:

1. [https://mapit.gov.in/](https://mapit.gov.in/)
2. [https://mp.gov.in/](https://mp.gov.in/)
5. [http://www.nhmmp.mp.gov.in/](http://www.nhmmp.mp.gov.in/)

Using below links on above mentioned web sites:

**English Version** - "Become Volunteer to fight Corona"

**Hindi Version** - "करोना से लडने हेतु वालेंटियर बनें "
2.2 **Home Screen:**
When user enter URL and press enter below screen will be displayed

![](image1.png)

2.3 **First step to Volunteer Registration:**
To register as volunteer, user need to click on “Volunteer Registration” button as highlighted below:

![](image2.png)

**OR**

Click on “Become Volunteer to fight Corona” Link
2.4 **Register with Mobile Number:**
When user click on “Volunteer Registration” button below screen will be displayed where user need to enter valid mobile number and captcha displayed in the captch image and click the “Submit” button. An OTP will be sent to the mobile number provided by user.

2.5 **Page to enter OTP**
OTP sent to the user, need to be entered in the text box provided and click on submit button.
2.6 **Registration page:**

When user enter valid OTP and click on submit button, below registration page will be displayed.

2.7 **Type of User to register:**

There are two type of user who can register as volunteer:

1. Register as a citizen.
2. Register as an NGO

2.8 Mandatory details which need to be provided:

User need to enter below details to register as a Citizen:

1. Name
2. Date of birth
3. Gender
4. Address
5. Emergency Contact Number
6. District
7. Area details
8. At least one volunteer service category (Need to tick the check box)

User need to enter below details to register as an NGO:

1. NGO name
2. Contact Person name
3. Address
4. District
5. Area
6. At least one volunteer service category (Need to tick the check box)
2.9 Successful Registration of volunteer:

When user fills all the required details and click on “Submit & Save” button then form gets saved and below message gets displayed which shows that user has been registered successfully.