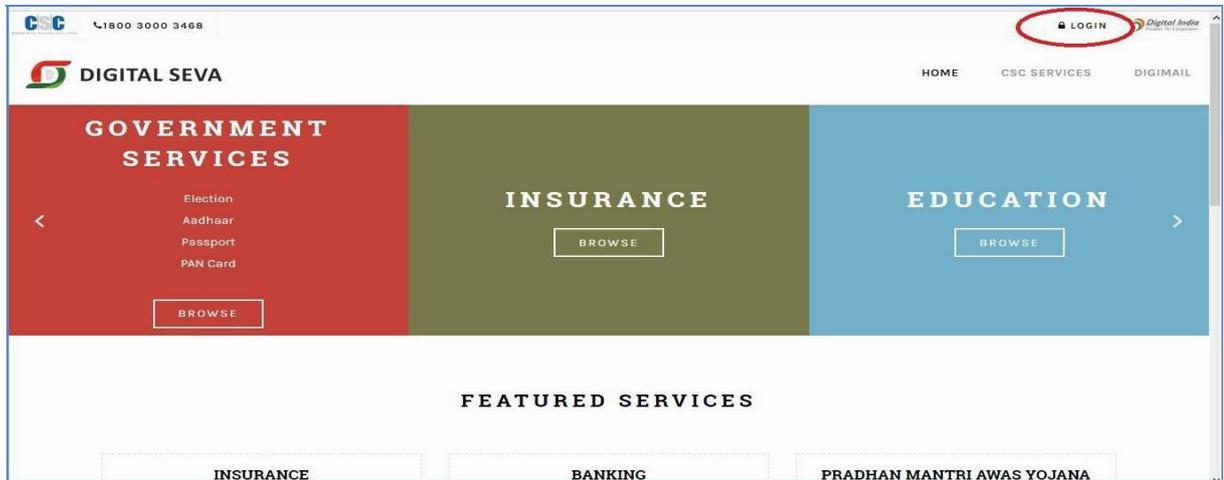


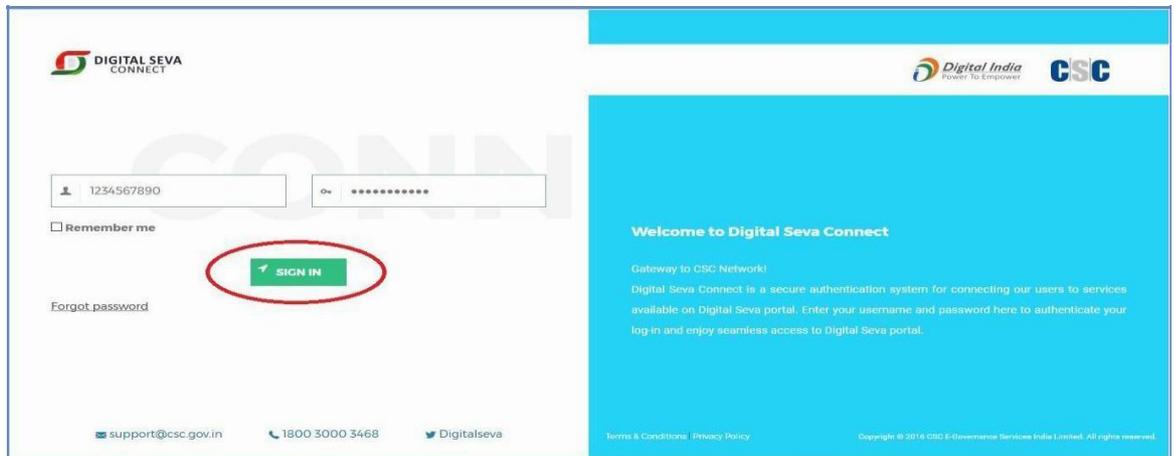
Tally Kaushal PramanPatra

User Manual

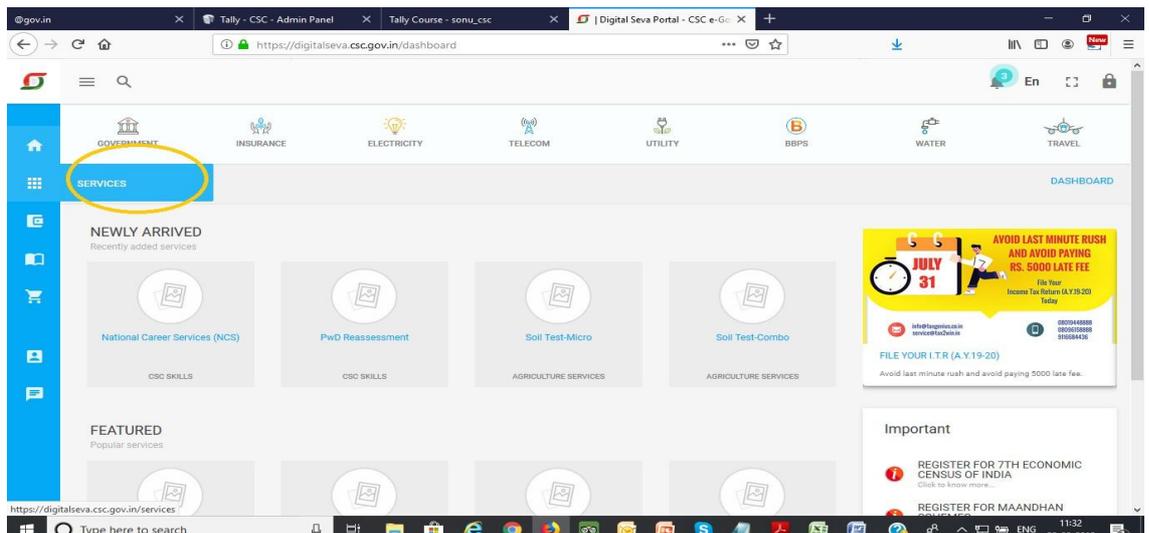
1. Visit CSC portal, <https://digitalseva.csc.gov.in/> and click on the login tab.



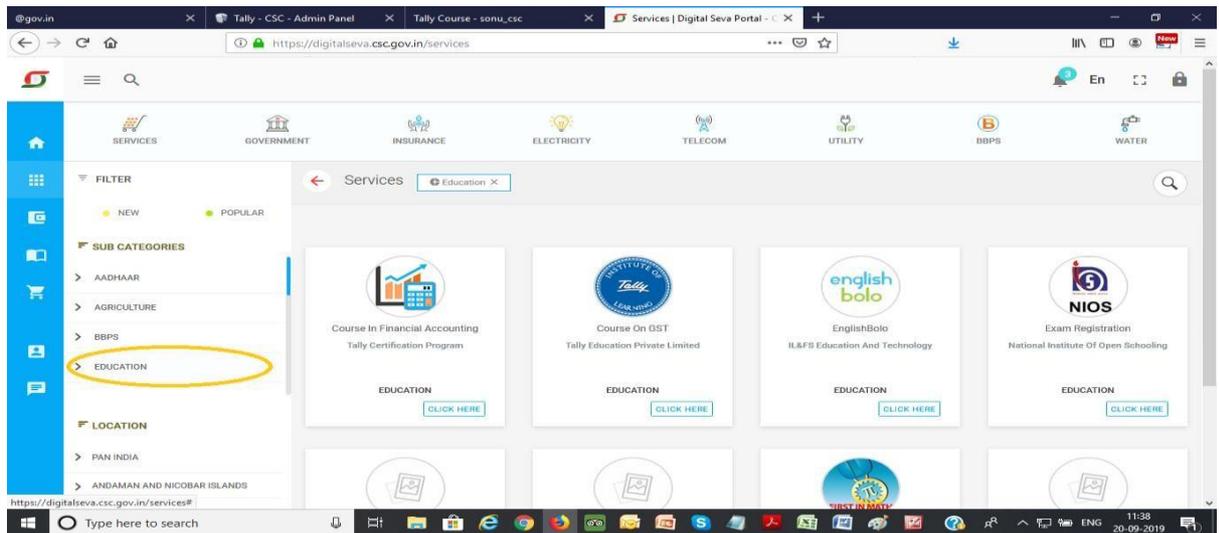
2. Login with your credentials. And click on **SIGN IN**.



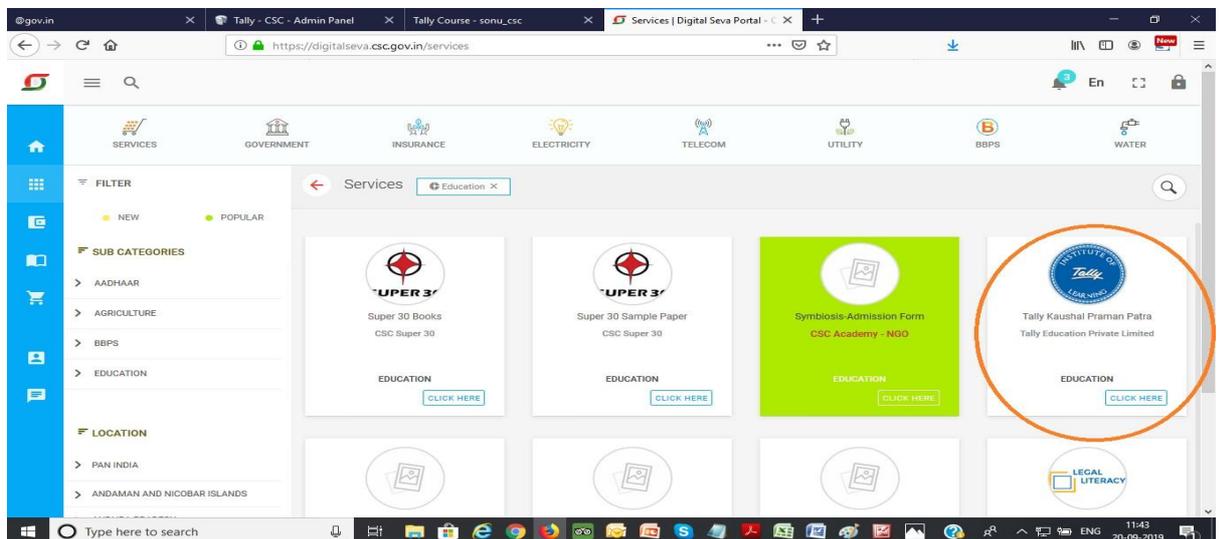
3. On VLEs dashboard, click on the tab **SERVICES**.



4. Now click on the tab Education. All the Education related services will appear on your screen.



5. Click on the Tally Kaushal Praman Patra.

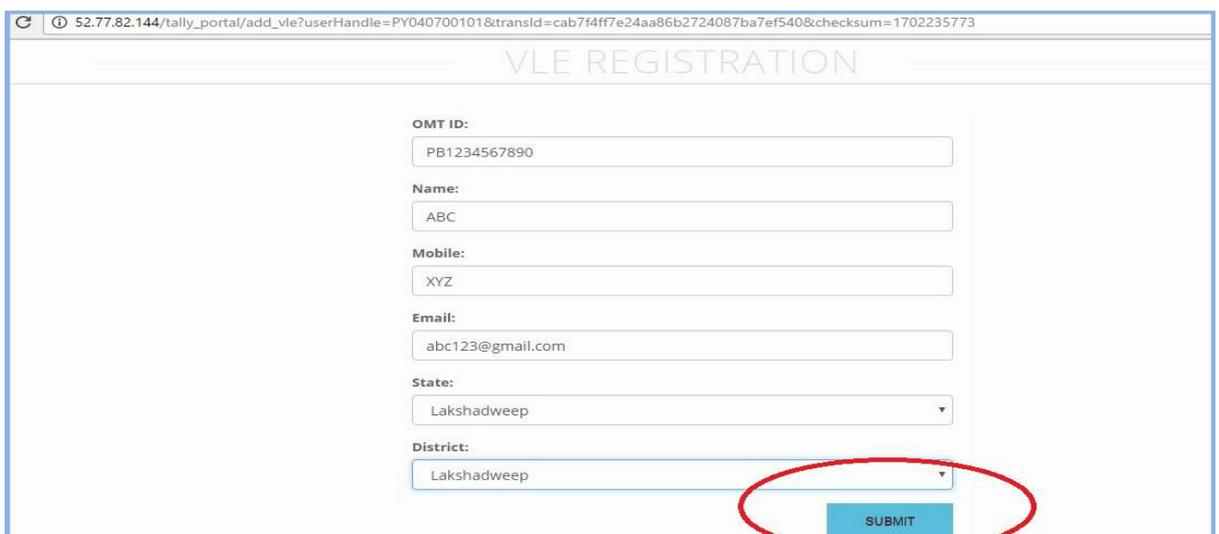


6. VLE who did not registered in Tally Kaushal Praman Patra will be directed to registration page.

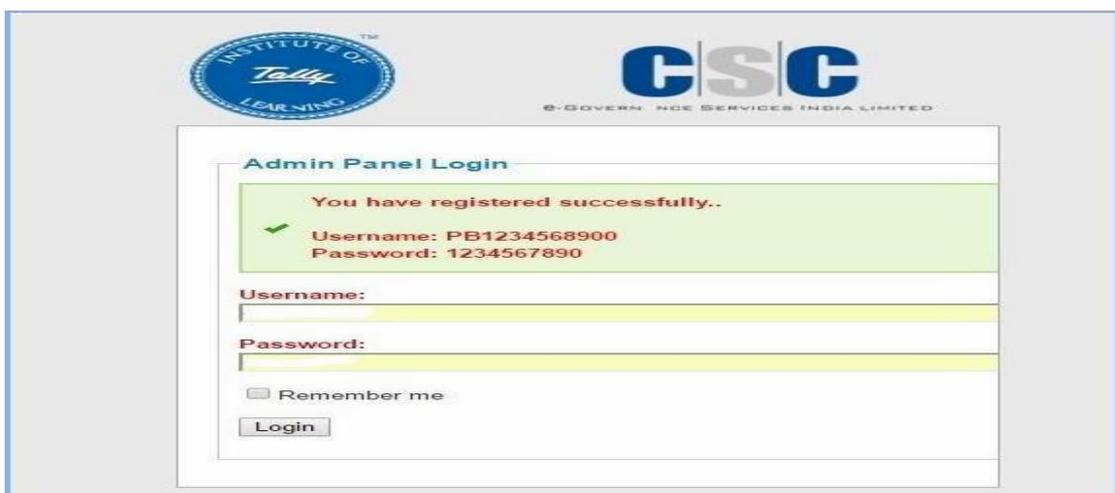
a. VLE have to fill their details on the registration page



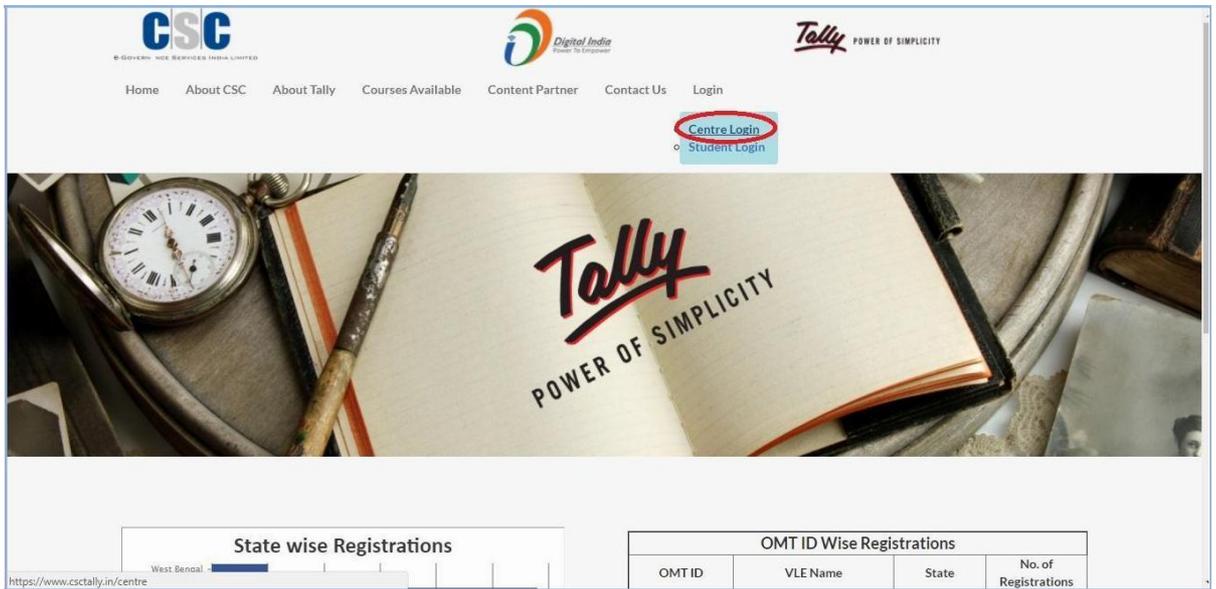
b. On filling their details, VLE have to click on **Submit** tab.



7. On successful registration, following screen will appear on your screen. VLE s have to login with their User Name and Password.



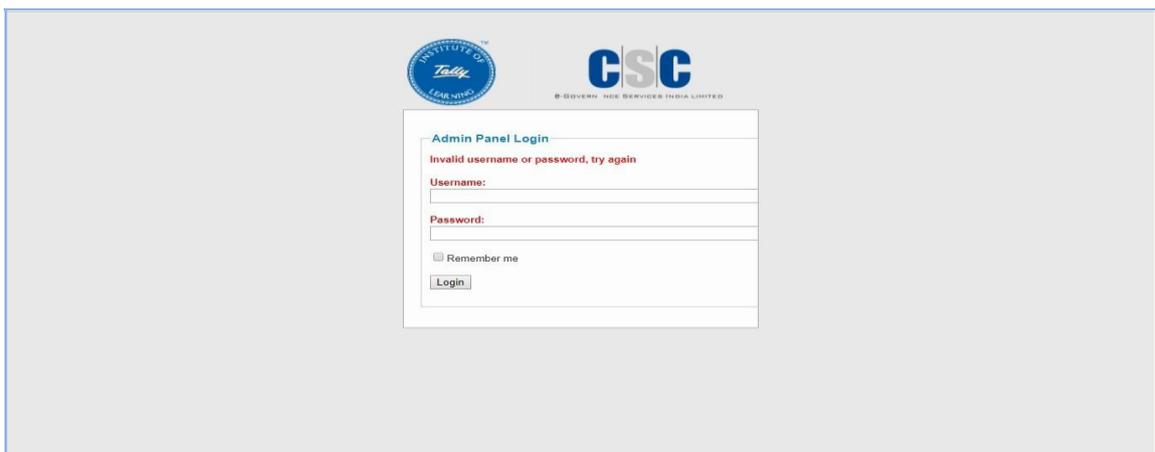
8. If VLE is already registered new window will open. Click on Centre Login.



9. When below screen appears, click on the tab “ Login with Digital Seva Connect” . You will be taken to the Digital Seva portal and VLE have to login with their credentials.

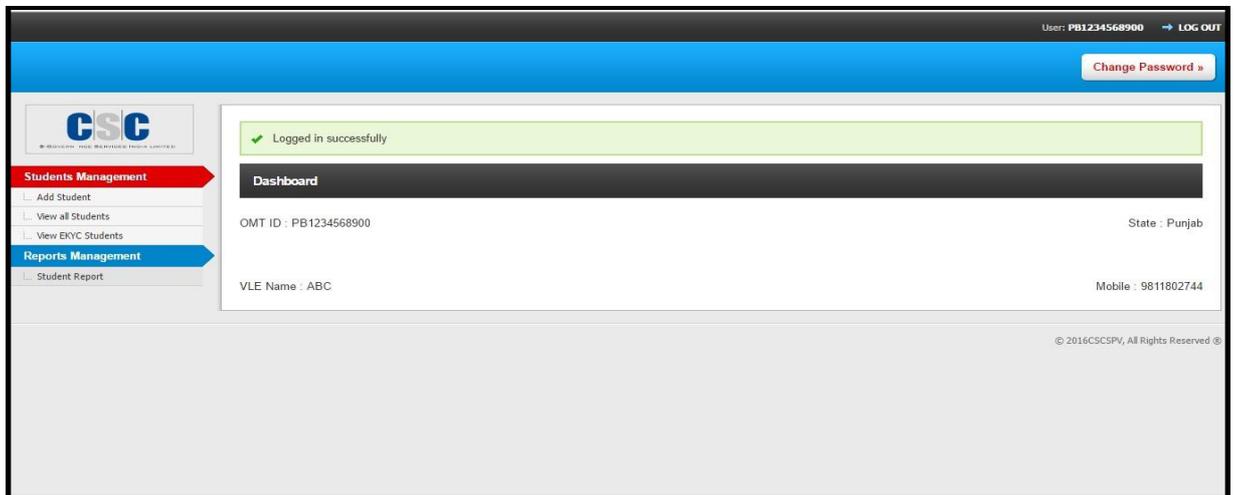


10. On successful login on Digital Seva portal, below screen will appear. VLE have to enter their credentials.



(Please Note: User Name will be VLEs CSC ID and Password will be the Mobile number entered at the time of registration)

11. On logging into the portal, VLEs dashboard will appear. From here VLE can change their Password, edit their details and register students.



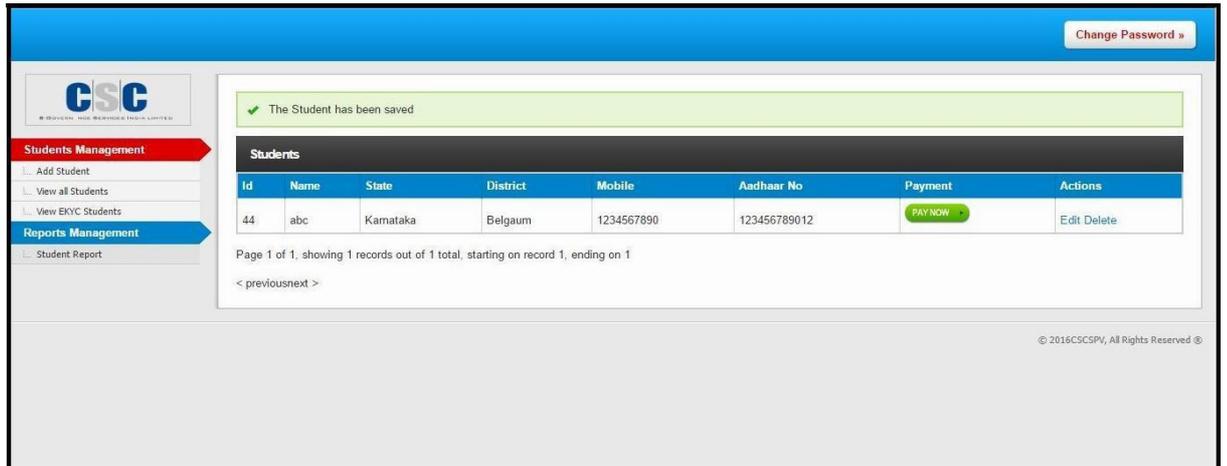
12. Fill candidate's details correctly and click on the tab **Submit** at the bottom.

The screenshot shows the 'Add Student' form. The form fields are as follows:

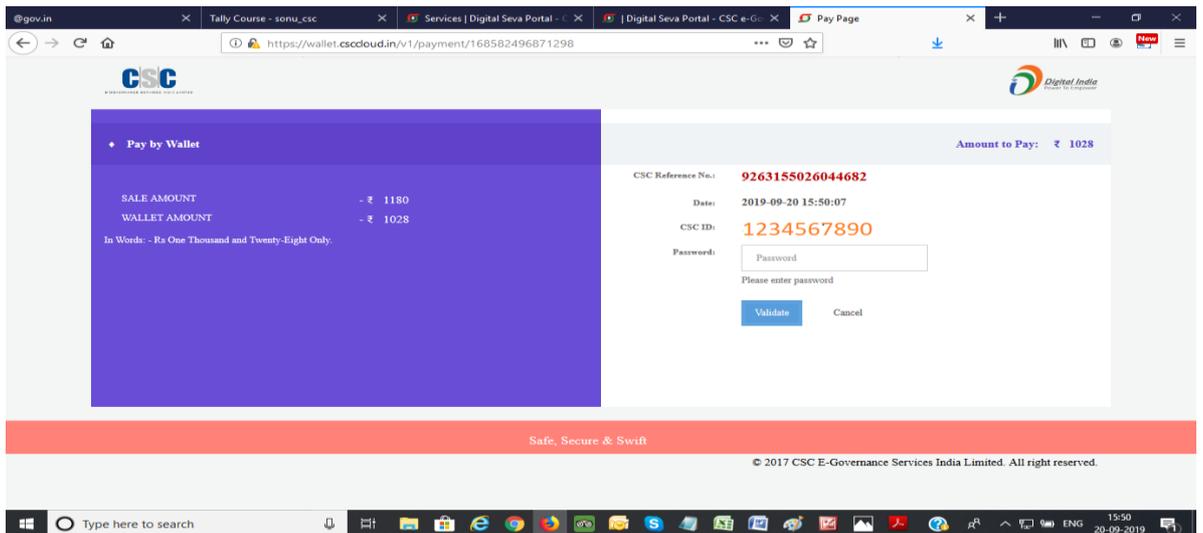
- Name * (Please fill out this field.)
- Aadhaar No *
- Father Name *
- Mother Name *
- Dob *
- Gender (Male)
- Language (English)
- State (Jharkhand)
- District *
- Address *
- Zip *
- Phone *
- Email *
- Photo * (Choose File | No file chosen)

A '* Required Fields' indicator is present in the top right corner of the form area.

13. On candidate's successful registration, You can pay fee by clicking on tab **Pay Now**.

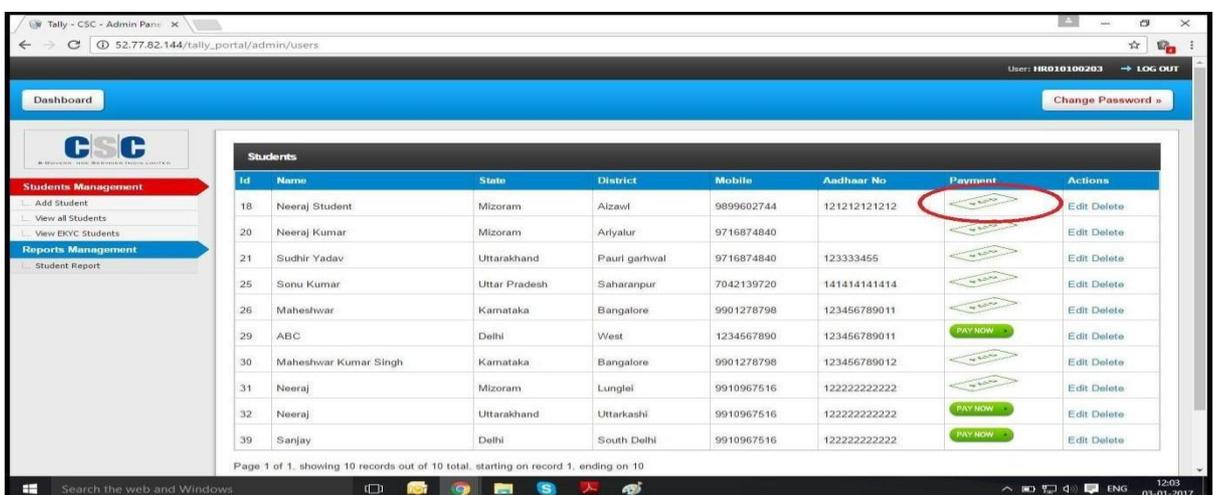


14. VLE will be directed to their CSC wallet. From here they can enter their details and course fee will be deducted from their wallet balance.



15. Enter your Wallet Pin and make payment and get receipt.

16. In Student summary, candidate whose fee is paid, his/her status will get changed from **Pay Now** to **Paid**.



Tally Kaushal Praman Patra Website: <http://www.csctally.in/>

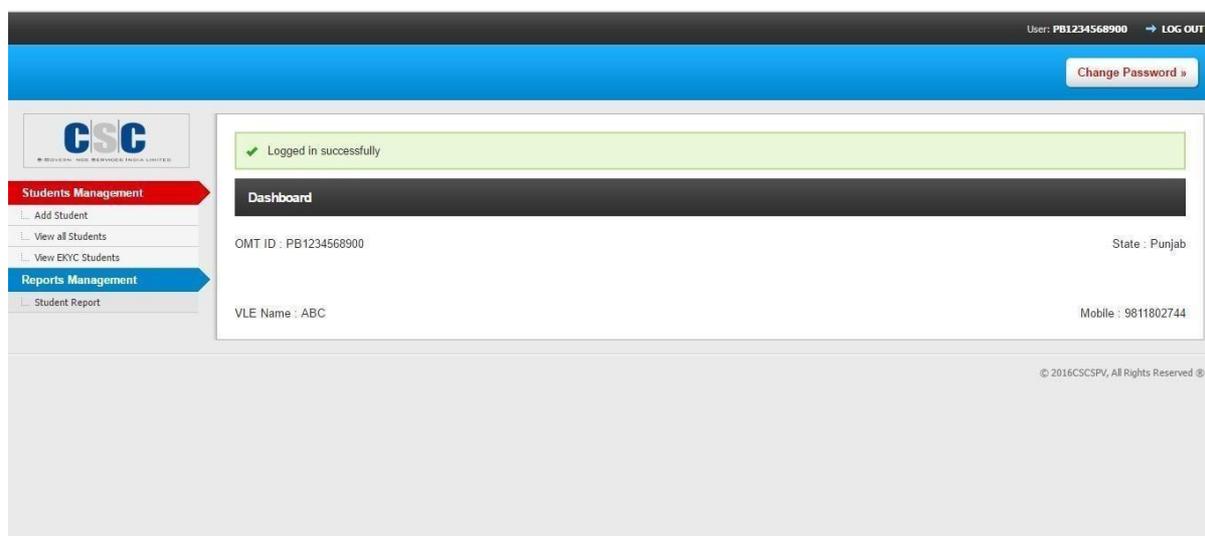


VLE Dashboard:

VLE Login URL: <https://www.csctally.in/centre>

User Name: CSC ID

Password: Mobile Number

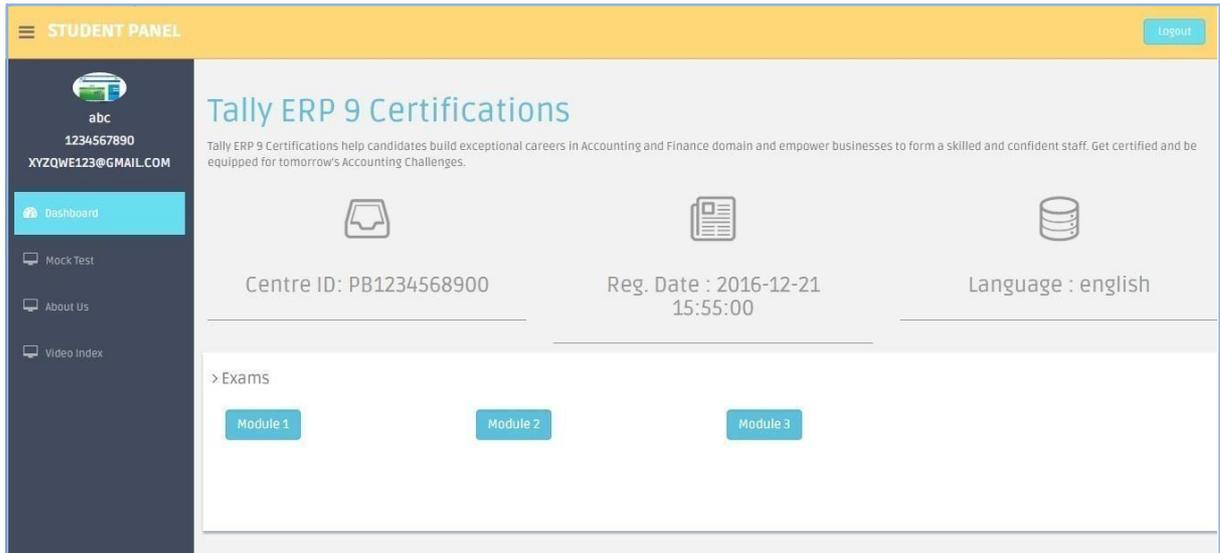


Candidate Dashboard:

Candidate Log in URL: <https://www.csctally.in/student>

User Name: E-Mail ID

Password: Mobile Number



The screenshot displays the 'STUDENT PANEL' interface for Tally ERP 9 Certifications. The top navigation bar is yellow and includes a 'Logout' button. The left sidebar is dark blue and contains a user profile section with the name 'abc', mobile number '1234567890', and email 'XYZQWE123@GMAIL.COM'. Below the profile are menu items: 'Dashboard' (highlighted), 'Mock Test', 'About Us', and 'Video Index'. The main content area features the title 'Tally ERP 9 Certifications' and a descriptive paragraph. It also displays three key pieces of information: 'Centre ID: PB1234568900', 'Reg. Date : 2016-12-21 15:55:00', and 'Language : english'. Under the 'Exams' section, there are three buttons labeled 'Module 1', 'Module 2', and 'Module 3'.