Tally Kaushal PramanPatra

User Manual

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

CISIC	L 1800 3000 3468		LOGIN Plainel India
D	DIGITAL SEVA		HOME CSC SERVICES DIGIMAIL
<	GOVERNMENT SERVICES Election Aadhaar Passport PAN Card BROWSE	INSURANCE Browse	EDUCATION >
		FEATURED SERVICES	
	INSURANCE	BANKING	PRADHAN MANTRI AWAS YOJANA

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

DIGITAL SEVA	
1 1234567890 Remember me Forgot pasaword	Welcome to Digital Seva Connect Gateway to CSC Network Digital Seva Connect is a secure authentication system for connecting our users to services available on Digital Seva portal. Enter your username and password here to authenticate your log-in and enjoy seamless access to Digital Seva portal.
🗃 support@csc.gov.in 🔍 1800 3000 3468 🏾 🛩 Digitalseva	Terms & Canditional Penacy Paticy Copyright & 2016 CBD & Devenances Benices Inde Londed. All rights reserved.

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.

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	SUB CATEGORIES	S		()			Total
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	> BBPS		CSC Super 30	CSC Sup	per 30	CSC Academy - NGO	Tally	Education Private Limited
	> EDUCATION		EDUCATION	EDUCA	TION			EDUCATION
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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.

OMT ID:	
PB1234567890	
Name:	
ABC	
Mobile:	
XYZ	
Email:	
abc123@gmail.com	
State:	
Lakshadweep	
District:	
Lakshadweep	

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

6	C-BOVERN NOE SERVICES INDIA LIMITED
	Admin Panel Login
	You have registered successfully Username: PB1234568900 Password: 1234567890
	Username:
	Password:
	Remember me

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 Sewa 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.

Admin Panel Login Invalid username or password, try again Username: Password: Remember me Login	

(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.

		User: PB1234568900 → LO	G OUT
		Change Password	i »
	 Logged in successfully 		
Students Management	Dashboard		
Add Student View all Students View EKYC Students	OMT ID : PB1234568900	State : Punj	ab
Reports Management			
i Student Report	VLE Name : ABC	Mobile : 98118027	44
		© 2016CSCSPV, All Rights Rese	rved ®

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

	Add Student	
Students Management Add Student View all Students	Name * Please fill out this field. Aadhaar No * Father Name-	* Required Fields
View EKYC Students	Mother Name+	
Reports Management	Dob +	
Student Report	Gender Male T	
	Language English •	
	State * Jharkhand T	
	District *	
	Address	
	*	
	Zip •	
	Phone +	
	Email +	
	Photo * Choose File No file chosen	

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

Wanagement	Stu	dents						
udents	Id	Name	State	District	Mobile	Aadhaar No	Payment	Actions
Students	44	abc	Kamataka	Belgaum	1234567890	123456789012	PAY NOW +	Edit Delete
anagement				Deiguein	1201001000			
	< previ	ousnext >						

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

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								© 2017 CS	C E-Governance Servi	ces India I	Limited. All rig	ht rese	rved.		
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- **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.**

hboard								Change Passwo
	r.							
	Sta	idents						
ents Management	Id	Name	State	District	Mobile	Aadhaar No	Payment	Actions
d Student	18	Neeraj Student	Mizoram	Aizawl	9899602744	121212121212		Edit Delete
ew all Students ew EKYC Students	20	Neeraj Kumar	Mizoram	Ariyalur	9716874840		<	Edit Delete
orts Management	21	Sudhir Yadav	Uttarakhand	Pauri garhwal	9716874840	123333455		Edit Delete
tudent Report	25	Sonu Kumar	Uttar Pradesh	Saharanpur	7042139720	141414141414	<>	Edit Delete
	26	Maheshwar	Kamataka	Bangalore	9901278798	123456789011	<>	Edit Delete
	29	ABC	Delhi	West	1234567890	123456789011	PAYNOW	Edit Delete
	30	Maheshwar Kumar Singh	Kamataka	Bangalore	9901278798	123456789012	<>	Edit Delete
	31	Neeraj	Mizoram	Lunglei	9910967516	122222222222		Edit Delete
	32	Neeraj	Uttarakhand	Uttarkashi	9910967516	122222222222	PAY NOW	Edit Delete
	39	Sanjay	Delhi	South Delhi	9910967516	122222222222	PAYNOW	Edit Delete

Tally Kaushal Praman Patra Website:

http://www.csctally.in/



VLE Dashboard:

VLELoginURL: https://www.csctally.in/centre

- UserName: CSC ID
- Password: Mobile Number

		User: PB1234568900	→ LOG OUT
		Change F	Password »
CSC.	 Logged in successfully 		
Students Management	Dashboard OMT ID : PB1234568900	Str	ate : Punjab
Wew EKYC Students Reports Management Student Report	VLE Name : ABC	Mobile : S	9811802744
		© 2016CSCSPV, AI F	Rights Reserved &

Candidate Dashboard:

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

User Name: E-Mail ID

Password: Mobile Number

			Logout
abc 1234567890 XVZQWE123@GMAIL.COM	Tally ERP 9 Certifications help candidates build exceptional careers in Accounting and Finance domain and empower businesses to form a skilled and confident staff. Get certified and be equipped for tomorrows Accounting challenges.		
Dashboard			
Hock Test	Centre ID: PB1234568900	Reg. Date : 2016-12-21 15:55:00	Language : english
Uideo Index	>Exams Module 1 Module 2	Module 3	