



User Manual

Covid-MIS Portal

[Covid-MIS User Panel]



**Directorate of Local Bodies,
Uttar Pradesh**

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User Manual for COVID-MIS User Panel

Step -1:

Type the following URL in browser's address bar to login into ULB Panel –

<http://uplbmis.data-center.co.in/>

Login Page will be open as mentioned in Figure-1



Figure-1

Step-2:

[For Covid MIS Entry]

Now select User Type **Covid MIS User** → **Division** → **District** → **ULB Name** → and type your mobile number (i.e. Registered mobile number in ULB in which you have received SMS) in **Password** field → Click on **Login** button

[Nagar Nigam User]

Now select User Type **Covid MIS User** → **Division** → **District** → **ULB Name** → and type your mobile number (i.e. Registered mobile number in ULB in which you have received SMS) in **Password** field → Click on **Login** button

Step-3:

On clicking login User will be redirected to **Change Password** Page automatically as shown in Figure-2 -

ULB-MIS
Directorate of Local Bodies, Uttar Pradesh

Welcome
Nagar Nigam Aligarh

DPR Format-1 DPR Format-2 DPR Format-1 Report DPR Format-2 Report Change Password

Change Password

Change Password

Old Password * Enter old Password

New Password * Enter New Password

Confirm Password * Re-Enter New Password

*Required Fields

Change Password Cancel

Figure-2

Now type the mobile number (as you just entered in login page) in Old Password field and type twice the new password (whatever you want to change) in **New Password** & **Confirm Password** field. Click on **Change Password** button. After clicking, User will be redirecting to Login Page again.

Step-4:

Now repeat the Step-2 and this time use your changed password in **Password** field instead of mobile number used first time.

NOTE:

Now for next time just open the login page (<http://uplbmis.data-center.co.in/>) and repeat Step-4.

Step-5:

After login, user will be redirected to their panel. Here user will be able to enter data in DPR Format - 1 & 2. When user will submit both input format before 12:00 PM then it will be treated as Shift – 1 Data and if user after 12:00 PM, it will be treated as Shift-2 Data automatically.

User can check their entered data by clicking on the report menu (DPR Format-1 Report & DPR Format-2 Report) available in user panel.