Employee - Edit Card Details

1. Login as Employee.

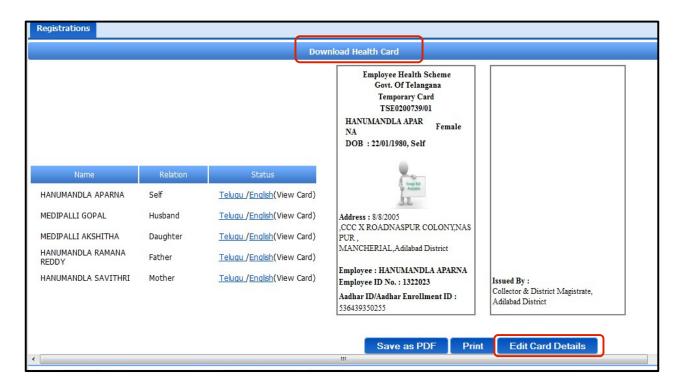
Navigation: Registrations → Download Health Card

Screen Shot 1 displays 'Download Health Card' option in Employee login.



Screen Shot 1

2. On clicking 'Download Health Card' tab, a page will be displayed as shown in screen shot 2 wherein the user has a provision to 'Edit Card Details' as shown.



Screen Shot 2

3. On clicking 'edit card details', a page will be displayed as shown in screen shot 3. Click on 'Validate'.



Screen Shot 3

4. Here the user(employee) has a provision to edit the address details, photo and gender type(except name) as shown in screen shot 4.

trations	Edit Card Details			
	Name:	HANUMANDLA APARNA		
	Gender	Male		
	House No*:	Street No*:	Image Not	
	8/8/2005	CCC X ROADNASPUR COLONY	Available	
	State*:	District*:		
	Telangana ▼	Adilabad	30	=
Name	Mandal/Municipality*:	Mandals/Municipalities*:	Photo	
IMANDLA A	Mandal ▼	MANCHERIAL 🔻	Browse_ No file selected.	
PALLI GOPA	Villages/Cities/Towns*:	NOTE: If the photo appearing in the card is not correct, please upload a photo.		
PALLI AKSH	NASPUR ▼			
IMANDLA R				
MANDLA S	Submit Reset Close			-
i		A 11 ITS/A 11	T 11 IT COMOCOT OF DISTRICT STREET	

Screen with edited details:

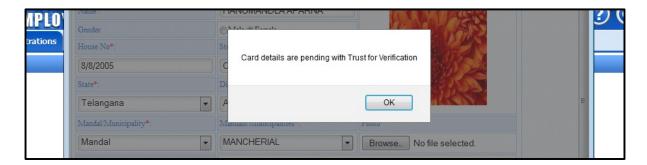


Screen Shot 4

5. On clicking 'submit' button, a message '**Details submitted successfully for verification**' will pop up as shown in screen shot 5.

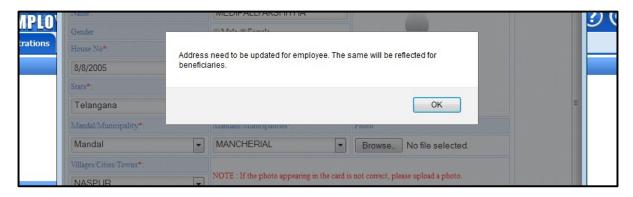
NOTE: Card details get updated only after the verification by Trust.





Screen Shot 5

6. Once the card details are verified by trust, the same will be reflected for beneficiaries as well (as shown in screen shot 6).



Screen Shot 6

NOTE: Beneficiaries have a provision to edit the photo & gender type.