

**“Uranium Corporation Of India
Limited-Thummalapalle,AP
FILE TRACKING SYSTEM”**

USER MANUAL

Prepared by



FRUX Software Solutions Pvt. Ltd.,

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Login Screen:



Screen Description:

This screen is used to Authenticate and Authorize for accessing and using different features and functionalities in Uranium Corporation Of India Limited-Tummalapalle,AP File Tracking System. You can Login to the application by providing your User Credentials like User Name and Password.

Sl. No	Input Type	Description	Mandatory (Yes/No/NA)
1	User Name	Enter the User name	Yes
2	Password	Enter the Password	Yes
3	Login	Click on Login button to log into the Home Page	Yes
4	Reset	Click on Reset button Re-enter the details	NO

File Creation



File Tracking System Uranium Corporation of India Limited- Tummalapalle, AP.



MECH-ADDL.SUPDT-UCTL-1 [Log out](#)

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Create File

Date & Time of File Creation : 10/13/2017 5:02:39 PM

File Type*	<input type="text" value="PO"/>	Department*	<input type="text" value="MECH"/>
BarCode*	<input type="text" value="1234"/>	Officer Name*	<input type="text" value="MECH-ADDL SUPDT-UCTL-1"/>
File Number*	<input type="text" value="1234"/>	Outward To *	<input type="text" value="HOD-TMPL-Plant Incharge"/>
File Subject*	<input type="text" value="Testing the application"/>		
Remarks	<input type="text" value="File created"/>		

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Screen Description:

This screen is used to Create a new file using BarCode stickers.

Sl. No	Input Type	Description	Mandatory (Yes/No/NA)
1	File Type	Displayed automatically	Yes
2	BarCode	Scan the BarCode number using Scanner	Yes
3	File Number	Enter the File number	Yes
4	Department	Select the Department name from drop down	Yes
5	Officer Name	Select the officers from drop down	Yes
6	Outward to	Select the Outward officers from drop down	Yes
7	File Subject	Enter the File subject	Yes
8	Remarks	Enter the file remarks	No
9	Save	Click on save to save the file details and outward same to Conson HOD	Yes
10	Clear All	If you want to clear the entire details Click on Clear button	No

Once file saved below result will be displayed:

File Created Successfully - Barcode Number : 1234

BACK

File Inward



File Tracking System

Uranium Corporation of India Limited- Tummalapalle, AP.



Plant Incharge Log out

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File Inward

Barcode *

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Screen Description:

This screen is used to In Ward the file using Barcode Number.

1	BarCode	Scan the BarCode number using Scanner	Yes
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Once file saved below result will be displayed:



File Tracking System

Uranium Corporation of India Limited- Tummalapalle, AP.



PURCHASE-CCOP Log out

- Dashboard
- File Create
- File Transaction +
- Reports +
- Helpdesk +
- Change Password
- Log out

File Inwarded Successfully - Barcode Number : 1234

BACK

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File Outward



File Tracking System Uranium Corporation of India Limited- Tummalapalle, AP.



Plant Incharge Log out

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File Outward

Barcode *	<input type="text" value="1234"/>		
Main Barcode	1234	Sanctioned/Rejected	<input type="text" value="Sanctioned"/>
Department	<input type="text" value="HCO-TMPL"/>	Outward Department	<input type="text" value="--Select--"/>
Officer Name	<input type="text" value="HCO-TMPL-Plant Incharge"/>	Outward Officer	<input type="text" value="--Select--"/>
File Number	<input type="text" value="1234"/>		
File Subject	<input type="text" value="Testing the application"/>		
Remarks	<input type="text"/>		

S No	From Department	From Officer	To Department	To Officer	Date	Remarks	Status
1	MECH	MECH-ADDL SUPDT-UCTL-1	HCO-TMPL	HOD-TMPL-Plant Incharge	13 Oct 2017 17:06:05.837	File created	Outward
2	HOD-TMPL	HOD-TMPL-Plant Incharge	HCO-TMPL	HOD-TMPL-Plant Incharge	13 Oct 2017 17:16:15.470	Inwarded	Inward

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Screen Description:

This screen is used to Out Ward the File with in the officers or another department officers for further process.

Sl. No	Input Type	Description	Mandatory (Yes/No/NA)
1	BarCode	Select the Unit Name	Yes
2	Department	Displayed Automatically	Yes
3	Officer Name	Displayed Automatically	Yes
4	File Number	Displayed Automatically	Yes
5	File Subject	Displayed Automatically	Yes
6	Sanctioned/Rejected	Need to select the file Sanctioned or Rejected	Yes
7	Outward Department	Select the out Ward officers	Yes
8	Outward Officer	Select the outward officer	Yes
9	Remarks	Enter the File remarks	No

10	Save	Click on save to save the details	Yes
11	Clear All	If you want to clear the entire details Click on Clear button	No

Once file saved below result will be displayed:

The screenshot displays the 'File Tracking System' interface. At the top, there are logos for UCIL (Uranium Corporation of India Limited) and the organization name. A navigation bar includes 'STORE - Dy. Supdt.' and 'Log out'. The main content area shows a success message: 'File Outwarded Successfully, Barcode Number: 1234' with a 'BACK' button below it. A sidebar menu on the left contains the following items: Dashboard, File Create, File Transaction (with a close icon), File Inward, File Outward (highlighted with a black arrow), Reports (with a plus icon), Helpdesk (with a plus icon), Change Password, and Log out. The footer contains copyright information for 2017 and the developer's name, Flux Software Solutions Pvt.Ltd.

