



User Guide

Master Modules

Version 1.0

Date: Tuesday, 25th Oct 2021



What is Master data?

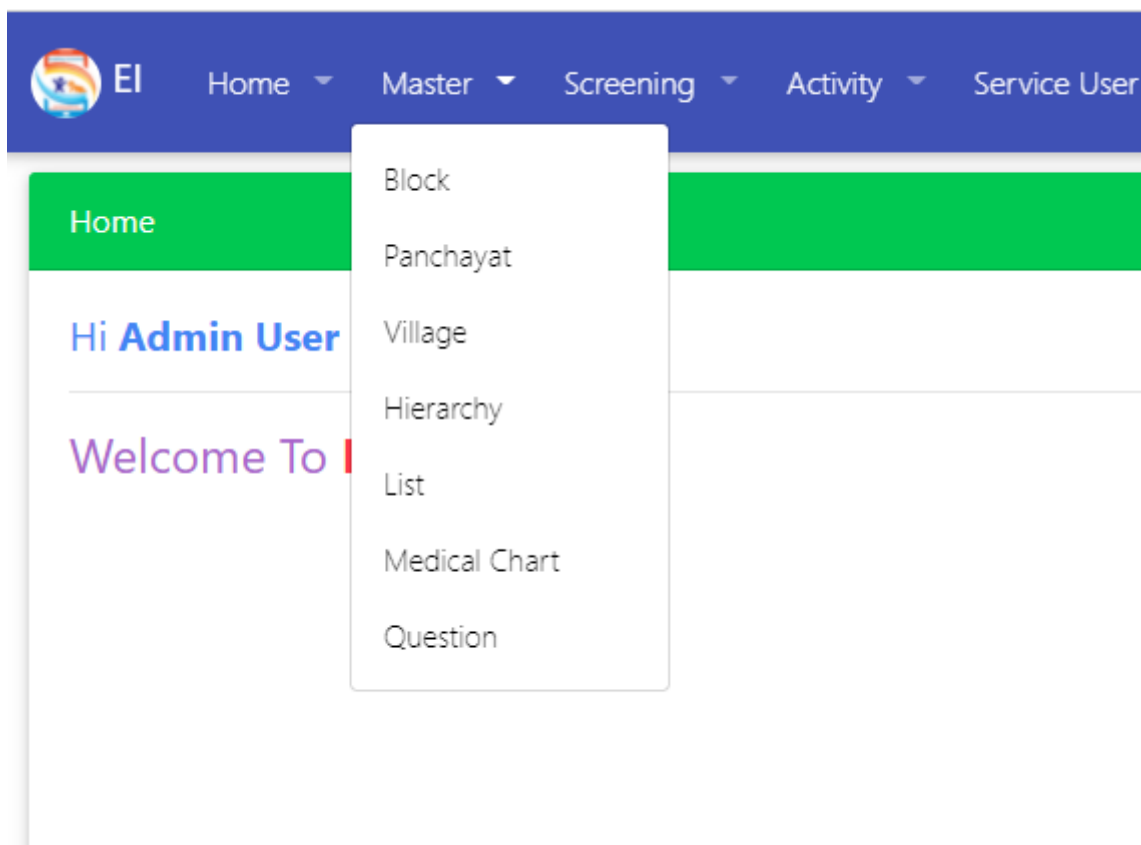
Basically in the applications, data are divided into two parts: One is Master data & another one is Transaction data. Master data are the backbone of the application because without master data we can't run the application.

And also in our EI application, master data are divided into two types: 1. Knowledge Masters 2. Operational Masters.

Knowledge masters are the main masters, in these we have defined the treatments, assessments, evaluation parts. We can't do any modification on these masters easily because it is linked with the application process flow.

Operational Masters are block masters, panchayat, village, hierarchy master, user master etc., We can easily add, edit, delete these operational data.

Only IT Person/administrator have permission to access the Master pages.



Block Master:

Block Master is the main master in EI app. All our modules are working based on block master.

Click on the "id" field to edit the existing block data.

Masters manual – EI –Application



ID	Block	Created By	Created Date	Last Modified By	Last Modified Date
B001	Alangulam Block-H1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B002	Kadayam Block-H1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B003	Kadayam Block-C1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B004	Kadayanallur Block H1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B005	Keelapavoor Block-H1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B006	Keelapavoor Block-C1	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am
B007	Keelapavoor Block-H2	Srinivas K	5th Jan 2020 5:30:00 am	Srinivas K	5th Jan 2020 5:30:00 am

Add the blocks by clicking "+\" symbol

Delete the blocks by clicking this symbol

After clicking on the + symbol, a pop-up window will open, there we have to type the block name and save it.

Block Master

Block

CLOSE SAVE

type the block name and save the detail

Panchayat Master:

After creation of the block master, we need to add the Panchayat detail. Block is like a parent item and Panchayat is a child item for the block.

ID	Panchayat	Block	Last Modified Date
P002	Alangulam Town Panchayat	Alangulam Block-H1	20th May 2021 10:43:39 am
P003	Balagathira Ramapuram	Alangulam Block-H1	20th May 2021 11:20:47 am
P004	Iyanarkulam	Alangulam Block-H1	5th Jan 2020 5:30:00 am
P005	Kadanganeri	Alangulam Block-H1	5th Jan 2020 5:30:00 am
P006	Kaduvetti	Alangulam Block-H1	5th Jan 2020 5:30:00 am
P007	Karuvantha	Alangulam Block-H1	5th Jan 2020 5:30:00 am
P008	Kavalakurichi	Alangulam Block-H1	5th Jan 2020 5:30:00 am
P009	Keela kalangal	Alangulam Block-H1	5th Jan 2020 5:30:00 am

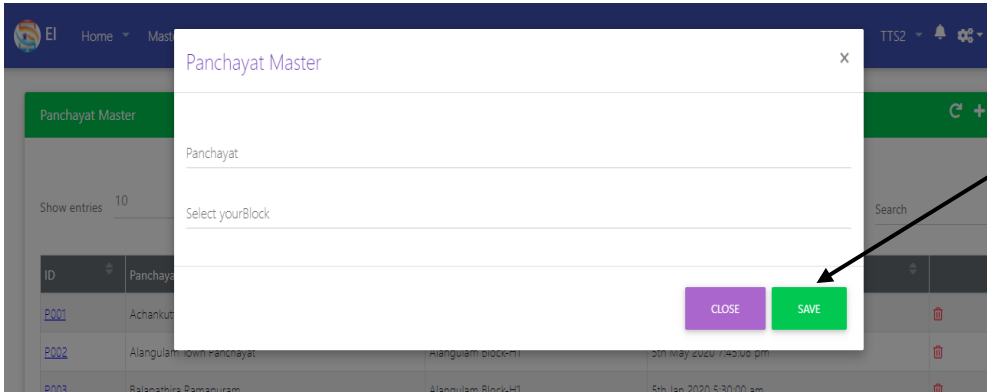
Add the Panchayat by clicking "+\"

Delete the Panchayat by clicking this symbol



After clicking on the + symbol, a pop-up window will open, there we have to select the block from the list and then type the name of the panchayat and save it.

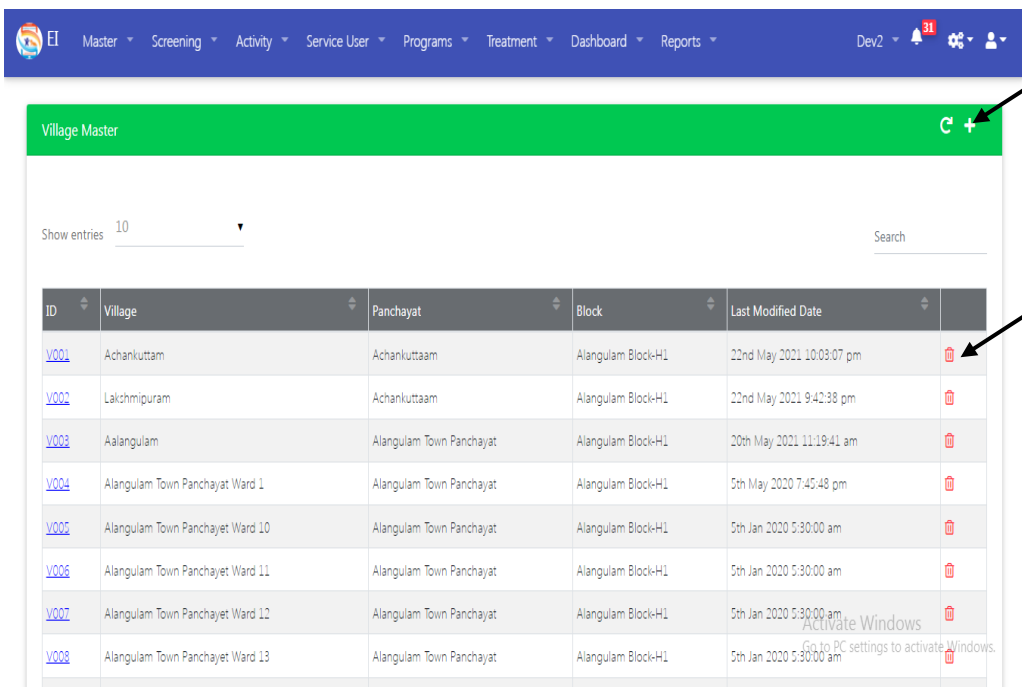
Click on the “id” field to edit the existing panchayat data.



type the Panchayat name and select the block and save the detail

Village Master:

After Creation of the block and panchayat, we need to add the village detail.



Add the village by clicking “+” symbol

Delete the village by clicking this symbol

After clicking on the + symbol, a pop-up window will open, there we have to select the block, panchayat from the list and then type the name of the village and save it.

Click on the “id” field to edit the existing village data.



Masters manual – EI –Application

Village Master

Select Your Block
Palayankottai Block H1

Select Your Panchayat

Village

CLOSE SAVE

type the Village name and save the detail

Hierarchy Master:

The data on hierarchy master are using on ATPs.

Hierarchy Master

Show entries 10

ID	Activity	Objective	Sub Activity	Section	Main Area	Group	Modified Date	
H001	Meeting And Coordination	Administration	Monthly planning and review meetings	VBRI	Capacity Building	Program cost	20th May 2021 11:18:08 am	
H002	Half Yearly Review And Evaluation	Administration	Half yearly review and evaluation - 4 days x 2 per year	VBRI	Capacity Building	Program cost	20th May 2021 11:18:42 am	
H003	Half Yearly Review And Evaluation	Administration	End-term review and preparing exit plan	VBRI	Capacity Building	Program cost	20th May 2021 11:03:24 am	
H004	Medical And Rehabilitation	Administration	Quarterly and Annual report	VBRI	Empowerment	Admin cost	23rd Aug 2019 5:30:00 am	
H005	Meeting And Coordination	Administration	VBRI Meeting and Coordination	VBRI	Empowerment	Admin cost	29th Sep 2019 8:14:50 am	
H006	Government Schemes & Aid; and	Enabling the PWD's to access various	House visit to application receiving	VBRI	Social	Program	23rd Aug 2019 5:30:00 am	

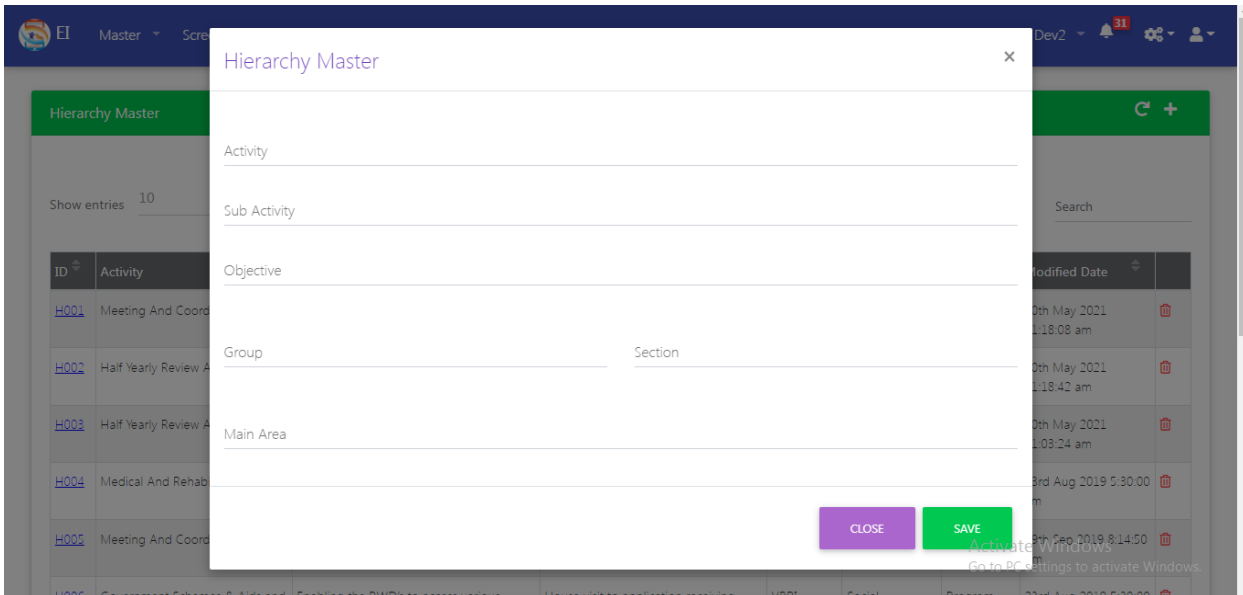
Delete the hierarchy by clicking this symbol



Masters manual – EI –Application

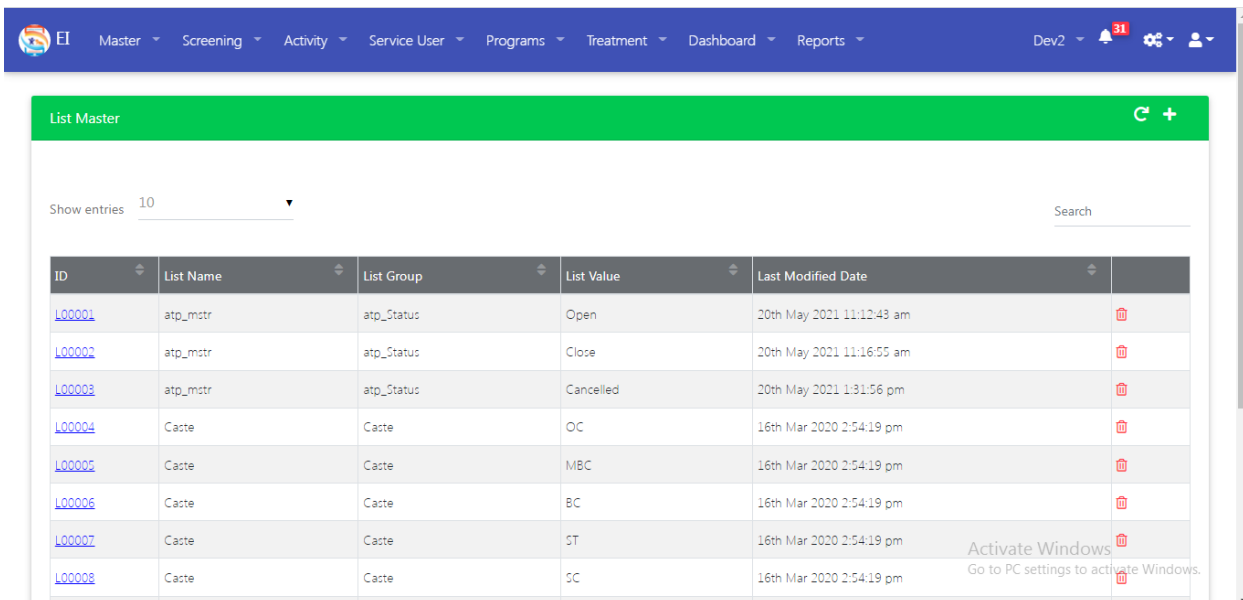
Click on “+” symbol to add new hierarchy information, objective is the parent item, activity is the sub parent and the sub activity is the child item.

Click on “id” field to edit the existing hierarchy data.



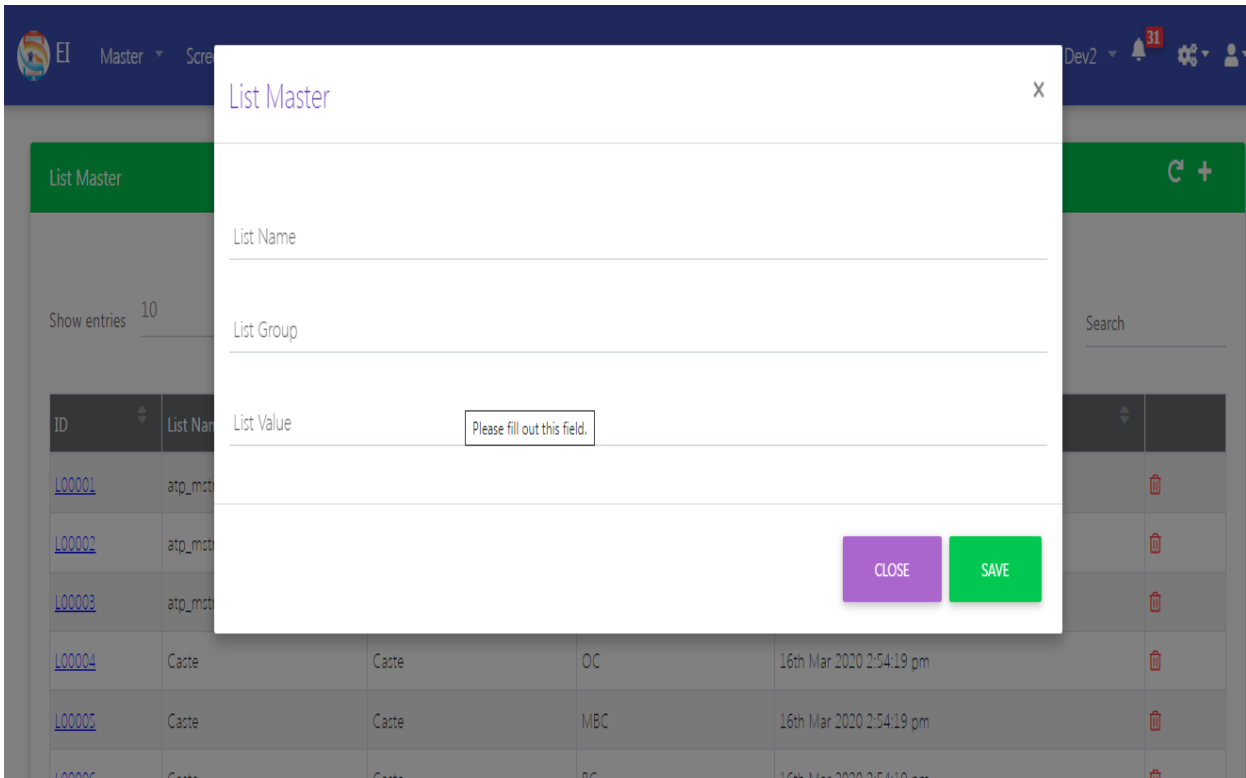
List Master:

List master is used for other masters like Centre list, caste list etc.,





By clicking on the + symbol, we can add the new item in the list master and by clicking on ID, we can edit the existing data. In the list master, we can add the data only on existing list group, we can't create new list group.



Medical Chart:

Medical chart master is one of the main Knowledge master in the application, all treatment and evaluation data are retrieved from this master. Since it is a main knowledge master, we can't add new items.



Masters manual – EI –Application

ID	Category	Classification	Last Modified By	Last Modified Date	
MC020	Below 6 years	Occupational Therapy	Srinivas K	20th May 2021 11:15:39 am	
MC021	Below 6 years	Occupational Therapy	Srinivas K	20th May 2021 11:16:13 am	
MC022	Below 6 years	Occupational Therapy	Srinivas K	19th May 2021 8:47:45 pm	
MC023	Below 6 years	Occupational Therapy	Srinivas K	24th Dec 2019 5:30:00 am	
MC024	Below 6 years	Occupational Therapy	Srinivas K	24th Dec 2019 5:30:00 am	
MC025	Below 6 years	Occupational Therapy	Srinivas K	24th Dec 2019 5:30:00 am	
MC026	Below 6 years	Occupational Therapy	Srinivas K	24th Dec 2019 5:30:00 am	
MC027	Below 6 years	Occupational Therapy	Srinivas K	20th May 2021 11:15:01 am	

To edit the existing data, click on the data which we want to modify then fill the problem, goal and treatment and save the detail.

Category: Below 6 years

Disability:

Classification: Special education(ADHD)

Problem: Does not indicate for toileting

Goal: Indicates verbally or through gestures the need to go to the toilet.

Treatment: ask the child shu or poo before taking him to toilet.

Quadrant:

Order:

Scale: 0-4

GMFM OT

Question Master:

Question master is second main Knowledge master in the application, all feedback and assessment questions are retrieved from this master. Through this question master, we can easily add/edit the questions in assessment & feedback forms.



Masters manual – EI –Application

ID	Form Type	QH Order No	Question	Question Head	Order No	Question Type
Q-3212	Parents Feedback	2	There have been family adjustments: (For example: helping has disrupted my routine; there is no privacy)	Modified Caregiver Strain Index	5	Single Select
Q-3213	Parents Feedback	3	I encourage my other family members to spend time with my child.	Interactions with Child	8	Single Select
Q-3214	Parents Feedback	3	I take my child to community functions.	Interactions with Child	5	Single Select
Q-3215	Parents Feedback	3	I spend time with my child for therapy.	Interactions with Child	6	Single Select
Q-3216	Parents Feedback	3	I spend time with my child for play.	Interactions with Child	7	Single Select

Click on “+” to add new question: in the form type field select form name (General assessment/special assessment/parents feedback etc.,) on which we want to add the question. In question head, we have to give heading label for the question. QH order no is Question heading order number. Question, order no and question type (dropdown, multiple options, single options, textbox, etc.), if a question type is dropdown or option based then we have to give the values in the choices field.

If we want to add a question based on answer of other question, then we have to mention that question in dependency field.

If we want to edit existing questions, search the question name using search line on the right side, then click on the “ID” link of the concerned question and edit the information and save it.

Question Master

Form Type
choose option

Question Head

QH Order No

Question

Order No

Question Type
choose option

Dependency Field Value

Dependency Field Name

Choices

CLOSE SAVE



Settings:

Under settings icon on the top right corner, we have users, roles, access rights, holiday, service user page setup masters are there.

Question Head	Order No	Question Type
Modified Caregiver Strain Index	5	Single
Interactions with Child	8	Single Select
Interactions with Child	5	Single Select

Authorization Master:

In authorization master, we can create the authorization label



Masters manual – EI –Application

ID	Authorization Name	Description	Domain	Created By	Created Date	Last Modified By	Last Modified Date	
A01000	Home_R		D001	Srinivas K	9th Jul 2019 5:30:00 am		20th May 2021 11:59:37 am	
A01001	Home_CRUD		D001	Srinivas K	9th Jul 2019 5:30:00 am		20th May 2021 5:16:00 pm	
A01002	Master_R		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	
A01003	Master_CRUD		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	
A01004	Block_R		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	
A01005	Block_CRUD		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	
A01006	panchayat_R		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	
A01007	panchayat_CRUD		D001	Srinivas K	9th Jul 2019 5:30:00 am		21st Sep 2019 2:56:27 pm	

By click + symbol we can add the new authorization name and their description. Then Save the details.

Authorization Master

Authorization Name

Description

CLOSE SAVE

Authorization Access Master:

In authorization access master, we can set the access rules for the authorization label which we have created in authorization master.



Masters manual – EI –Application

ID	Authorization	Page	Tab	Create	Edit	Read	Delete	Last Modified By	Last Modified Date
AA01000	Home_CRUD	Home	Home	✓	✓	✓	✓	Srinivas K	21st Jul 2021 1:03:51 pm
AA01001	Master_CRUD	Master	Master	✓	✓	✓	✓	Srinivas K	19th May 2021 12:42:47 pm
AA01002	Block_CRUD	Block	Block	✓	✓	✓	✓	Srinivas K	2nd Dec 2019 5:30:00 am
AA01003	panchayat_CRUD	panchayat	panchayat	✓	✓	✓	✓	Srinivas K	3rd Dec 2019 5:30:00 am
AA01004	village_CRUD	village	village	✓	✓	✓	✓	Srinivas K	4th Dec 2019 5:30:00 am
AA01005	hierarchy_CRUD	hierarchy	hierarchy	✓	✓	✓	✓	Srinivas K	5th Dec 2019 5:30:00 am
AA01006	List_CRUD	List	List	✓	✓	✓	✓	Srinivas K	6th Dec 2019 5:30:00 am

We can add authorization access details by clicking “+” icon. Following creation page will display, first select the authorization label for which we want to add the rules through search icon. Second give the page name & tab name clearly then select the authorization permission and then save.

To edit the existing rule, click on the “ID” link and edit the information.

Authorization Access

Authorization

Page

Tab

Create Edit Read Only Delete

Profile Master:

In profile master we can create the profile labels.



Masters manual – EI –Application

ID	Profile	Profile Description	Created By	Create Date	Modified Date	Last Modified By	
P001	admin	administrator	Srinivas K	26th Jun 2019 5:30:00 am	20th May 2021 12:10:40 pm	Srinivas K	
P002	CRW	CRW	Srinivas K	22nd Jan 2020 5:30:00 am	19th May 2021 12:46:14 pm	Srinivas K	
P003	SP-PHYCIO	Physiotherapist	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	
P004	SP-SPECEDU	Special Educator	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	
P005	SP-SPETRAIN	SPEECH TRAINER	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	
P006	SP-OT	Occupational Therapist	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	
P007	FTL	Field Team Leader	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	
P008	Project Lead	Project Co-ordinator	Srinivas K	22nd Jan 2020 5:30:00 am	22nd Jan 2020 5:30:00 am	Srinivas K	

Clicking on the + icon will open the window below, and then we will need to fill in the profile name and description to create a new profile.

To edit the existing rule, click on the “ID” link and edit the information.

Profile Master

Profile

Profile Description

CLOSE SAVE

Profile Assignment:

In profile assignment we can set the authorization rules to the profile

PROFILE/AUTHORIZATION ASSOCIATION

Authorization

AUTHORIZATION/PROFILE ASSOCIATION

Profile

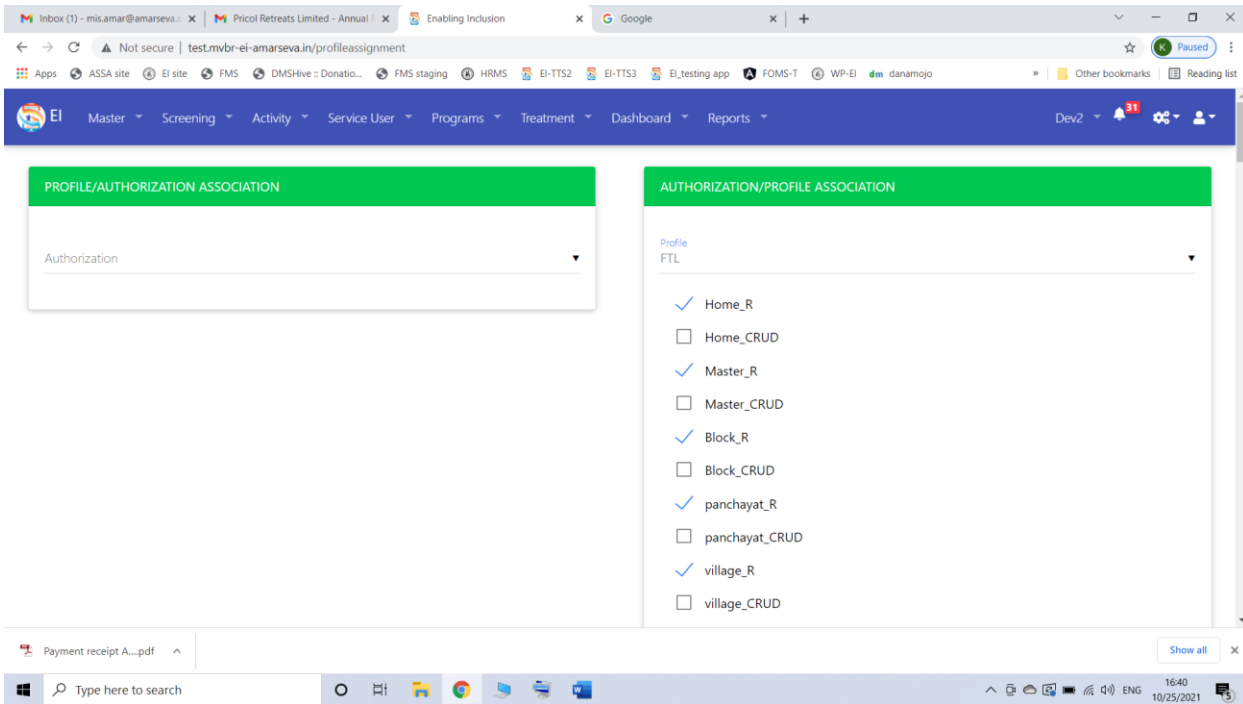
Select Profile

- admin
- CRW
- SP-PHYCIO
- SP-SPECEDU
- SP-SPETRAIN
- SP-OT
- FTL
- Project Lead

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For example, if we want to grant master module permission to FTL role users, then we must first select the profile as FTL and click on the master related check boxes.



User Maintenance:

We can add “n” no of app users through “User maintenance” page.

By clicking on “+” symbol we can add the users.

In the user page, we have users on/off provision to deactivate or activate the existing users.

To add new users, following information are much needed: Block, user role, user manager and Is mobile. “Is mobile” field for to identify the user type whether the user is mobile app user then we have to check this field or no need check on it.



Masters manual – EI –Application

ID	Login Id	Name	User Profile	User Manager	Mobile No	Block	MobileVersion	Active	Last Modified Date
00501000007cYfDQAEFA	rgp@durvah.com	Sagar Pawar	admin	Test FTL	9901518385	ASSA Block	2.7	True	20th May 2021 12:14:19 pm
00528000000MFxIAAO	mis.amar@amarseva.org	Admin User	admin	Admin User		Shenkottai Block-H1		True	27th Sep 2021 5:33:06 pm
00528000000OdpAAC	dkrish6@gmail.com	Rehab Director	admin	Rehab Director		Block A		True	16th Nov 2020 6:03:42 pm
00528000000Og1vAAC	secretary.amar@amarseva.org	Sankara Raman	admin			Alangulam Block-H1		True	4th Apr 2020 10:36:29 pm
U001	srk@durvah.com	Srinivas K	admin	Srinivas K	9986011312	Alangulam Block-H1	2.8	True	20th Mar 2020 8:34:33 pm

Holiday Master:

We have to save the holiday details in the application through this master, then the application will skip those dates while assigning the treatment plan.

By default, the app will skip the Sundays so no need to define Sundays on holiday master.

ID	Description	Holiday Date	Year	Last Modified date
H0001	2nd Oct Mahatma Gandhi Jayanti	31st Dec 2000	2021	3rd Jun 2021 5:14:28 pm
H003	15th Aug Independence Day	1st Jan 2001	2020	3rd Jun 2021 5:10:17 pm
H004	2nd Oct Gandhi Jayanthi	31st Dec 2000	2020	3rd Jun 2021 5:11:48 pm
H005	14th Nov Deepavali	14th Nov 2020	2020	19th May 2021 1:11:32 pm
HOA12310521132501799	Testing	1st May 2021	2021	31st May 2021 1:25:59 pm
HOA16250421010752834	this is a test holiday edit test again now 12	27th Apr 2021	2021	20th May 2021 12:23:05 pm
HOE001090621211843619	Test	31st Dec 2000	2021	9th Jun 2021 9:21:32 pm
HOE001200521122026640	Test by Manju edited	30th May 2021	2021	23rd May 2021 8:35:52 pm



Clicking on the + icon and fill the required details and save it..

Holiday Master

Holiday Date
08 October, 2021

Description

CLOSE SAVE

Browse Data:

Browse master have a many sub masters. Here we can access the page design master which is used for Service user page designing, label Master, State Master, Country Master.

No need to make any changes on other masters like form mappings, domain master, division master etc.,

Master Screening Activity Service User Programs Treatment Dashboard Reports Dev2 31

Browse Data

Show entries 10 Search

Table Name
Page Design Master
Assessment Form master
Form Mappings
Mobile Access
Domain Master
Division Master
Country Master
State Master

Activate Windows
Go to PC settings to activate Windows.



Page Design Master:

Through page design master, we can edit the service user page fields. For example, if we want to add additional field values in “Consent by” dropdown list, open the field by clicking on the “ID” link and click on “edit” button and make required changes on the field value and save it.

ID	Design Name	Table Name	Tab Name	Tab No	Sec No	Section	Sequence No	Field name	Field Label	Field Type	Field Value	Dependency Field Name	De Fie
FD001	serviceuser	serviceuser_mctr	Child & Family Details	1	1	INFORMED CONSENT	1	cu_bl_consentby	Consent By	Dropdown	Father,Mother,Grand Father,Grand mother,Brother,Sister,Uncle,Aunt,Cousin		
FD002	serviceuser	serviceuser_mctr	Child & Family Details	1	1	INFORMED CONSENT	2	cu_bl_conname	Name of Person Giving Consent	Text Box			
FD003	serviceuser	serviceuser_mctr	Child & Family Details	1	1	INFORMED CONSENT	3	cu_bl_conage	Is person giving consent above age of 18	Logical	Yes,No		

Country Master:

We can add new country by clicking on + symbol.

ID	Country	Last Modified By	
C001	INDIA	U001	
C002	CANADA	U001	
CFE001090821124307042	Germany	U001	
CFE001030320121053510	Pakistan added via Browse Data	U001	
ID	Country	Last Modified By	

Showing 1 to 4 of 4 entries



State Master:

We can add new states by clicking on + symbol, while adding a new state, we have to mention the state's country also. Click on the "ID" link to edit the existing state labels.

The screenshot shows the 'Browse Data' interface of the State Master application. The table displays the following data:

Id	State	Country	
ST001	Tamil Nadu	C001	
ST001Q	Kerala	C001	
ST002	Karnataka	C001	
ST003	Telangana	C001	
ST004	Andhra Pradesh	C001	
ST005	Uttar Pradesh	C001	
ST006	West Bengal	C001	
STA13220921114033945	Assam	C001	