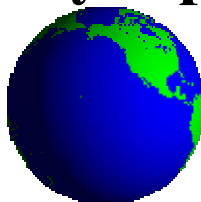# Process automation
for
Submission of Synopsis of Debates

(ENGLISH & HINDI)

RS-Synopsis

USER MANUAL

**Designed & Developed By
Parliament Informatics Division
National informatics Center**

USER'S MANUAL
PUBLISHING OF SYNOPSIS OF DEBATES
(English and Hindi)

STARTING THE SOFTWARE:

To start the software user have to click on

"Synopsis Publishing System" on the rajya Sabha Intranet site

 It will open the web page shown below

Fig-1

Enter the valid Login name and Password provided to you. Click on Submit Button or Press Enter
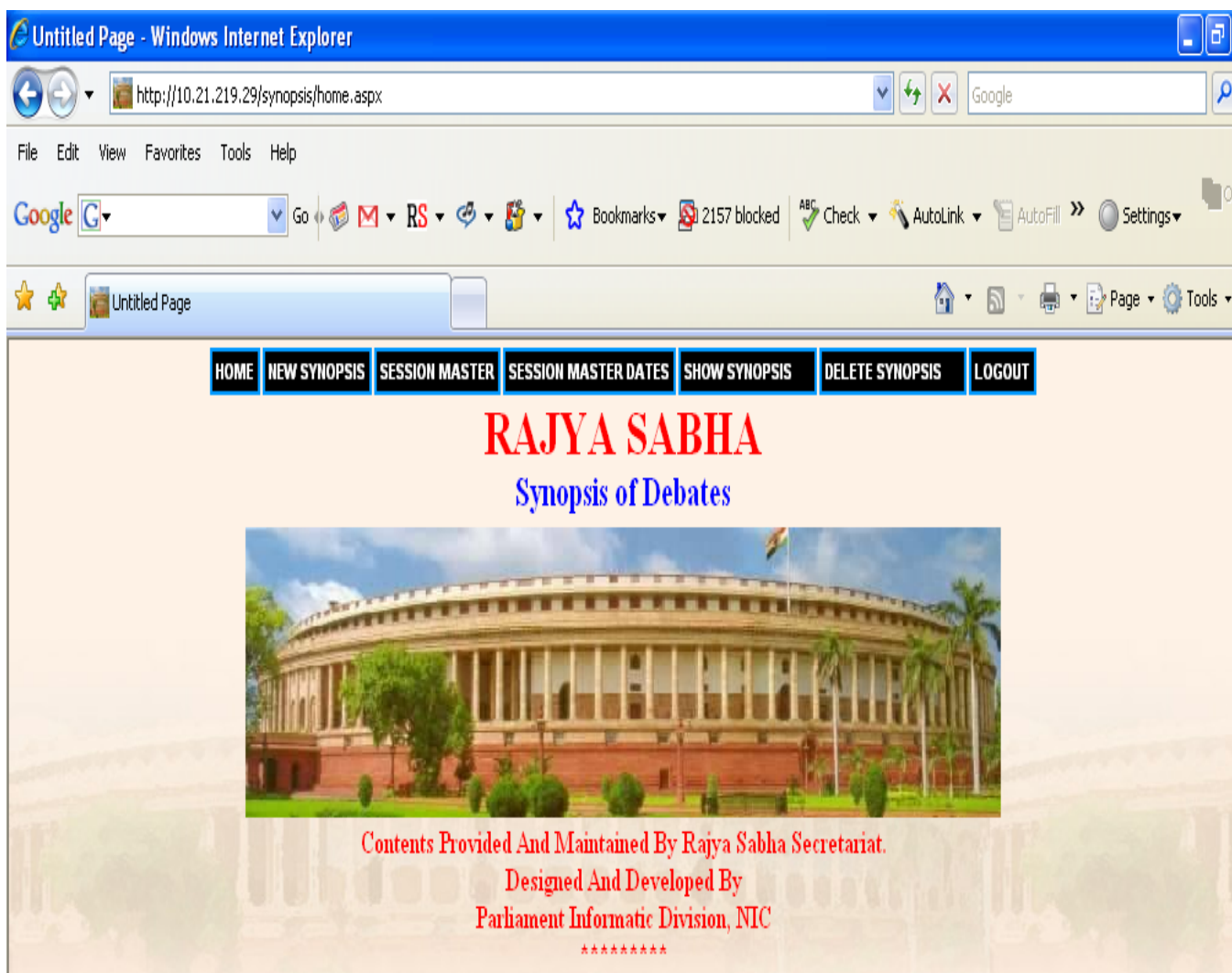to start the program. The home page of the system is given below:

Fig-2

Home page has a menu bar containing seven main menus and various sub-menus.

1.NEW SYNOPSIS

This option is used to add a new Hindi or English Synopsis. When clicked on this menu following web page is displayed on your screen

Fig-3

In this form User has to Select Session No, Date, Synopsis Type, Language File Type and Upload File, then click "Add Synopsis" button to save.

2. SESSION MASTER: This option is used to add a new Session and Session Period. When clicked on this menu following web page is displayed on your screen.

Figure 4

3. Session Date Master:

This option is used to add a new Session Dates (Starting to Ending Session Dates). When clicked on this menu following web page is displayed on your screen

Figure 5

4. Show: This option is used to Show Synopsis. When clicked on this menu following web page is displayed on your screen:
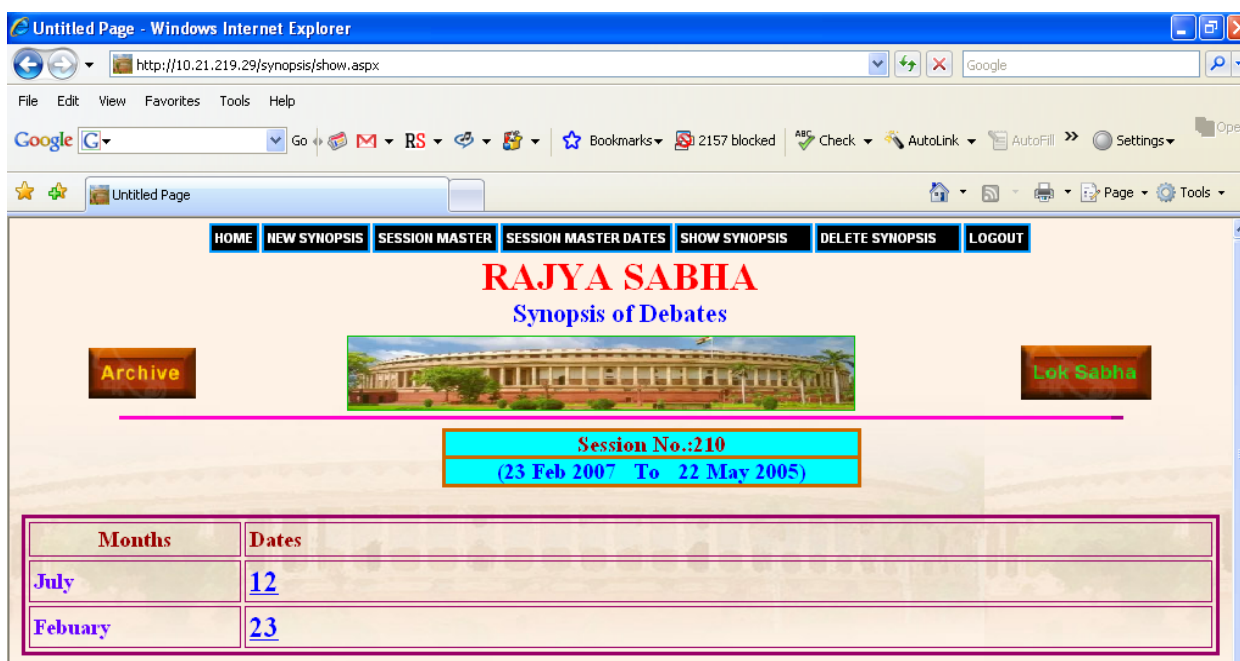
Figure 6

Select a Session Number. The following page is displayed on your screen.
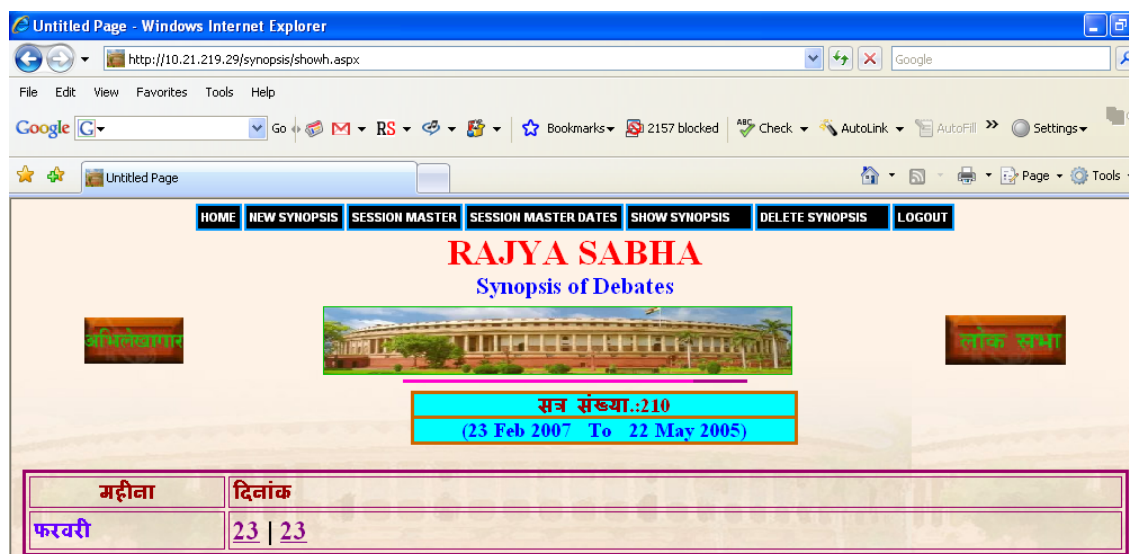

Figure 7 (English Synopsis)

Figure 8(Hindi Synopsis)

5. Delete SYNOPSIS: This option is used to delete SYNOPSIS. When clicked on this menu following web page is displayed on your screen
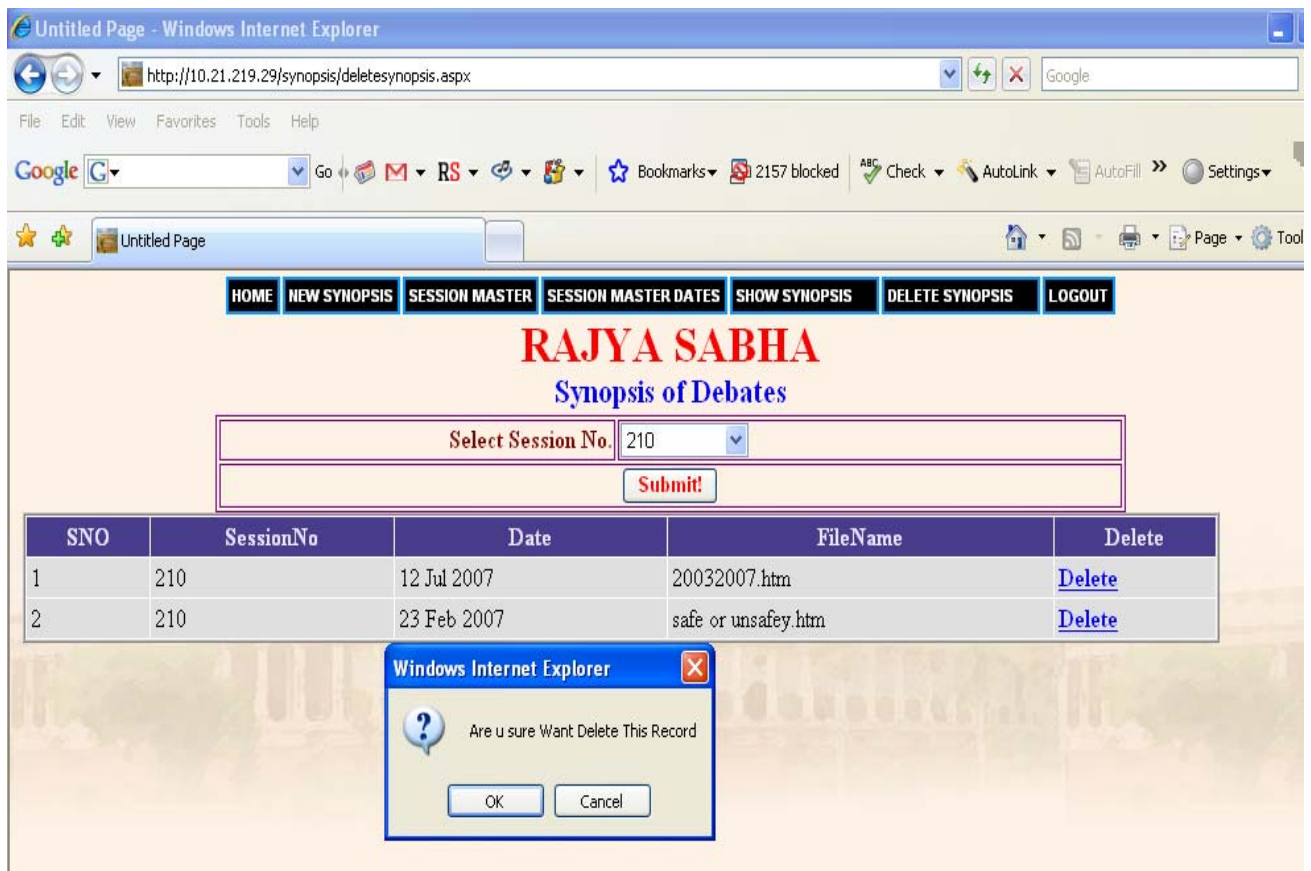
Fig-9

6. LOGOUT: This option will redirect the administrator to the login page. . When clicked on this menu following web page is displayed on your screen:

Fig-10