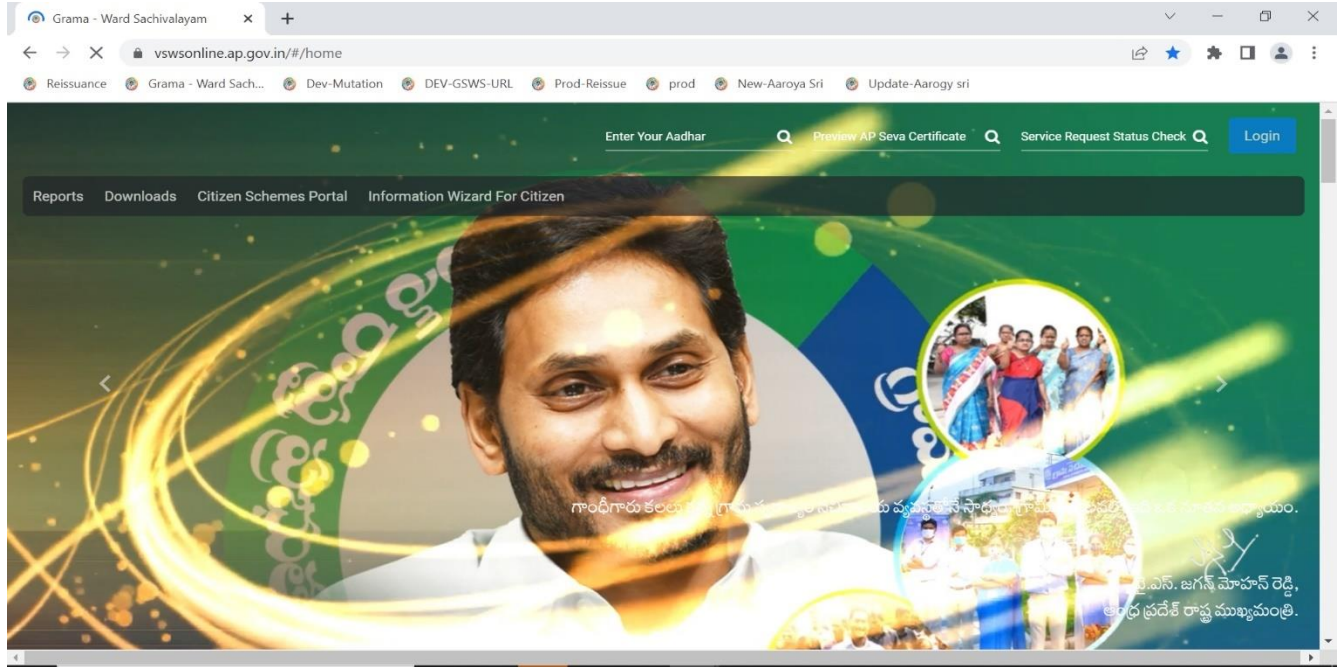




Venue addition in Scheduling module

- a. Enter the URL <https://vswsonline.ap.gov.in/#/home> and log in to the portal using the Mandal Parishad Development Officer (MPDO)/Municipal Commissioner (MC) credentials.



- b. Click on the team Schedule under the Jagananna Suraksha link in the homepage as shown below.





Sri YS Jagan Mohan Reddy
Hon'ble Chief Minister of Andhra Pradesh

Hello, Kumari ▼

Mandal Parishad Development Officers

12:03:48 PM
15 June 2023 THU

[Log Out](#)

Redirect to Meeseva
Request Tracking System
Hosue Sites eKYC Status Updation
Reports
Profile Update
Account Details

72

Total Service Requests

3

Open Within SLA

22

Open Beyond SLA

44

Closed Within SLA

4

Closed Beyond SLA

Request List - Total Requests Search Transaction

S.No	Request ID	Service Name	Service Category	Department Name	Citizen Name	Applied Date	Status
1	PNS221219150304	Pensions Single Women	RD	RD	KOMMU VENKAMMA	19/12/2022	Pending
2	PNS221219150309	Pensions O.A.P	RD	RD	KOMMU VENKAMMA	19/12/2022	Pending
3	PNS221221150357	Pensions O.A.P	RD	RD	YEDIDI DURGA VEERA VENKATA SUBRAHMANYA SATYA NAGA VINAYAKA PRASAD	21/12/2022	Pending

c. In the team schedule screen enter the Venue details under the **Venue** column as shown below.

Team Schedule

Note: Please click on submit for saving the changes (edit/delete/add).

Team: * Secretariat: * Schedule Date: *

Team Schedule List

Select	Serial No	Team Name	Secretariat/Cluster	Scheduled Date	Venue	Status	Reschedule Date	Reschedule Remark	Remarks
<input type="radio"/>	1	Team 1	ARDHAVEEDU	03-07-2023	ARDHAVEEDU Secretariat	Select			
<input type="radio"/>	2	Team 1	PEDDKANDUKUR	05-07-2023		Select			

d. Click on the select dropdown under the **Status** column to show 2 options – Conducted or Reschedule. Select Reschedule.

Team Schedule

Note: Please click on submit for saving the changes (edit/delete/add).

Team: * Secretariat: * Schedule Date: *

Team Schedule List

Select	Serial No	Team Name	Secretariat/Cluster	Scheduled Date	Venue	Status	Reschedule Date	Reschedule Remark	Remarks
<input type="radio"/>	1	Team 1	ARDHAVEEDU	03-07-2023	ARDHAVEEDU Secretariat	Select			
<input type="radio"/>	2	Team 1	PEDDKANDUKUR	05-07-2023		Conducted Reschedule			

- e. Click the Submit button and a pop-up will show **“Team schedule details are saved successfully”**.

The screenshot shows a web browser window with the URL `localhost:4200/#/team-schedule`. The page header includes the AP State Emblem and the text "Hello, Srilekha" with a dropdown arrow. The user is identified as Sri YS Jagan Mohan Reddy, Hon'ble Chief Minister of Andhra Pradesh, with a clock showing 09:50:00 PM on 22 June 2023 THU and a "Log Out" button. A central alert box displays the message "Alert" and "The team schedule details are saved successfully." with an "Ok" button. Below the alert, the "Team Schedule" section contains a note: "Note: Please click on submit for saving the changes (edit/delete/add)." and form fields for "Team:" (dropdown), "Secretariat:" (dropdown), and "Schedule Date:" (calendar icon and text input). An "Add To Schedule" button is present. The "Team Schedule List" table has the following data:

Select	Serial No	Team Name	Secretariat/Cluster	Scheduled Date	Venue	Status	Reschedule Date	Reschedule Remark	Remarks
<input type="radio"/>	1	Team 1	ARDHAVEEDU	04-07-2023	ARDHAVEEDU Secretariat	Select			Due to heavy rain (Reschedule from:03/07/2023)
<input type="radio"/>	2	Team 1	PEDDKANDUKUR	05-07-2023		Select			

At the bottom right, there are buttons for "Delete Schedule", "Print Schedule", and "Submit".