

Mumbai Customs Zone - I

New Customs House Department of Revenue, Ministry of Finance Government of India



"Mumbai Customs E-DAK Manual"

Software purpose: -

The purpose of these documents is to present a detailed description to explain the online Monitoring and control of DAK management in Electronic way. In this document features of the software, the interfaces of the software, what the software will do, the constraints under which it must operates and how the software will react to external stimuli.

Project Scope :-

E-DAK system is for ensuring smooth Monitoring and control of Different DAKS that comes in Mumbai custom department.

This system ensures that the DAK will received by the employee of Mumbai Custom Department and DAK will also assign to the particular person through this system and will check the proper revert has sent or not.

Technology:-

This section will indicate the design constraints that apply on the system being developed and that shall be adhered to during the development phase of the project.

1. Programming languages: Android

- Min SDK Version: 19, Target SDK version: 28
- Back End : DOT Net 4.5

2. **Database**: Microsoft SQL Server 2014 shall be used as the system's database management system. The database shall be stored on the server.

User Interface:- Play store link :- https://play.google.com/store/apps/details?id=com.precise.e_dak



| Login Panel:- | | | |
|--|--|--|----------------------|
| This is a login Panel through which u User can save the login details also. View their profile also. | | edential. | |
| | | ● ▼⊿ û 2:49 Profile | |
| | | Bhattacharya | |
| | Design | ommissioner@gmail.com ation commissioner | |
| Email Enter Email Password | Mobile 950937 Addres | 71638 | |
| Enter Password Remember SUBMIT | | me,Jaipur | |
| | | | |
| < ● | | < ● ■ | |
| Category Level :- E- DAK is an onl | line monitoring tool For sharin | g information in which th | nere are four levels |
| Super admin Admin User | - | - | |
| 4. Operator | | | ▲ 2:47 |
| ~ | ASSIGN | СНЅ | ~ |
| | Addl. Commissioner | | - |
| | SHRI KK SHARMA Dupty /Asstt. Commissioner | | - |
| SUBHASH D AHIRE Supdt IV | Supdt V | CEDRIC FEI Supdt VI | |
| SHARAD SONAWANE PO-III | PRARAP BHOSALE PO-IV | DEVENDRA JAMBULKAR PO-V | ABHISH EO-II |

Dashboard For Super Admin:-

- 1. Dak List: All the DAK Created by any user super admin can view.
- 2. Assigned Dak list: List of all DAK's assigned by super admin.
- 3. New Dak: super admin can create new DAK's through this.
- 4. **Report:** view the reports of all DAK's.
- Here is option for Logout and Exit from app also available.

Here is Navigation also available through which user can view Other options.



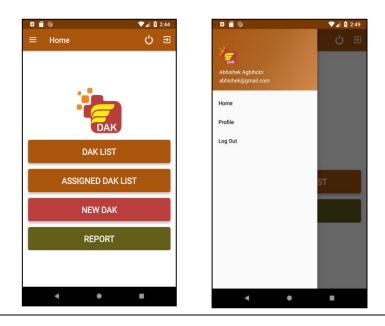


Dashboard For Admin:- In this Dashboard there are four options:

- 1. Dak List: Admin can view Dak list Created by itself and his operator.
- 2. Assigned Dak list: List of DAK assigned by itself and by super admin.
- 3. New Dak : Admin can create new DAK through this
- 4. **Report**: View the reports of all DAK.

Here is option for Logout and Exit from app also available.

Here is Navigation also available through which user can view Other options.



Dashboard For User:-

- 1. Assigned Dak list: List of DAK assigned to him/her.
- 2. **Report:** view the reports of all DAK.



Dashboard For Operator:-

- 1. New Dak: Operator can create new DAK through this.
- 2. Report: View the reports of all DAK.



How to Create Dak:-

Create Dak :-

To Create the Dak Fill all the mandatory fields like subject, Category, date, received from, file no, Remark (If any) and you can upload the document as needed.

After fill the information click on Submit Button.

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|------------------------|-------------------------|--------|--|--|
| ← ADD DAK | | | | |
| Subject | | | | |
| Enter Subject | | | | |
| Category | | | | |
| Select Category | | \sim | | |
| Select Date | | | | |
| Date | | | | |
| Receive From | | | | |
| Enter Name of Receiver | | | | |
| File No | | | | |
| Enter File Number | | | | |
| Remark | | | | |
| Add Comments | | | | |
| Please Select Image | | | | |
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View E-Dak list:-

E- Dak List: When user click on list items user can see a pop up options in these four options will be available.

- 1. Assign Dak: on click of button it will navigate to an assign hierarchy from where user can assign a Dak.
- 2. View Dak: user can view the details of a Dak.
- 3. Close Dak: any super admin, admin and user can close a Dak.
- 4. Edit Dak: any super admin, admin and user can edit a Dak if it is not assigned to any.

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|---------------------|------------|-----------|
| ÷ | E-DAK LIST | ର 🔳 |
| Subject: Subhan dak | | |
| PQ 28/05/2019 | | |
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View E-Dak list:-

- In the bottom right corner there is a button for add a DAK
- In the top right corner there is a button for view category with colour code.



Process of assigning Dak :-

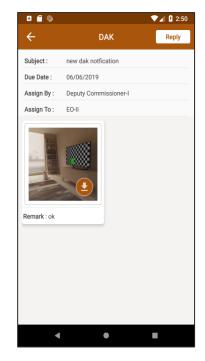
- To Assign a DAK press on particular user want to assign a DAK.
- After that pop up will be open. In this pop up fill the Details and click on submit button.

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| SUBHASH D AHIRE Supdt IV | MEGHNA SAVNEKAR Supdt V | CEDRIC FER Supdt VI | NANDES | |
| | | ſ | | |
| SHARAD SONAWANE | PRARAP BHOSALE DEVENDI | RA JAMBULKAR | | |
| | | | | |
| | | | | |
| | | | 1 2:48 | |
| | | | 7 2.40 | |
| <u> </u> | ASSIGN | CHS | ~ | |
| | Assign To | | | |
| | Meghna Savnekar(Supdt V) | | | |
| | Due Date | | | |
| | Enter Due Date | | | • |
| | Remarks | 1 | | |
| SUBHASH D AHIRE Supdt IV | Enter Remarks | CEDRIC FER Supdt VI | NANDES | |
| | | | | |
| SHARAD SONAWANE | CANCEL | AMBULKAR | | |
| | | | | |
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| | | | | |

Assigned Dak List:-

In this screen : User can view the list of fixed DAK list which is Assign to him/her and created by user On click of view button in will navigate to another screen.

| | To : EO-II |
|---------------|------------------------------|
| Create Date : | 06/06/2019 |
| Subject : | test123 |
| Category : | RTI |
| Status : | Pending |
| | View |
| | |
| _ | To : EO-II |
| Create Date : | 06/06/2019 |
| Subject : | new dak for pus notification |
| Category : | Review |
| category . | |
| Status : | Pending |
| | View |



Report Dashboard :-

In this screen, all DAK shown according to category. There are 2 types of E- DAK list here.

- 1. Pending Dak List
- 2. Complete Dak List

On click of any category box it will show the list of all report of that particular category.

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| | PENDING DAK LIST | 101 101 |
| 3 DO LETTER | 3 PQ | 4 sw |
| 5 VIPR | 9 COMPLAINTS | 5 RTI |
| 3 REPORTS | 1 OTHERS | 3 REVIEW |
| | | |
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Report Details: - In this screen user can view the list of a particular DAK Category.

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|--------------------|--------------------|--------|
| ÷ | REPORT | Q |
| | | |
| Dak Date : | 16/05/2019 | |
| Subject : | dak with 10 images | |
| Category : | Do letter | |
| File No : | add123 | |
| Status : | Pending | |
| Create Date : | 16/05/2019 | |
| Received From : | shubham | |
| CreatedBy : | Admin | |
| Pending with : | Abhishek Agbihotri | |
| LastAssignedDate : | 22/05/2019 | |
| OverDue Days : | 22 | |
| | | |
| Dak Date : | 26/04/2019 | |
| Subject : | new dak 100 | |
| Category : | Do letter | |
| File No : | avb23 | |
| Status : | Pending | |
| Create Date : | 19/04/2019 | |
| Received From : | shiv | |
| • | • • | |