

# “DIGICONNECT HANDBOOK”

**Step-by-Step Guide for the Users**

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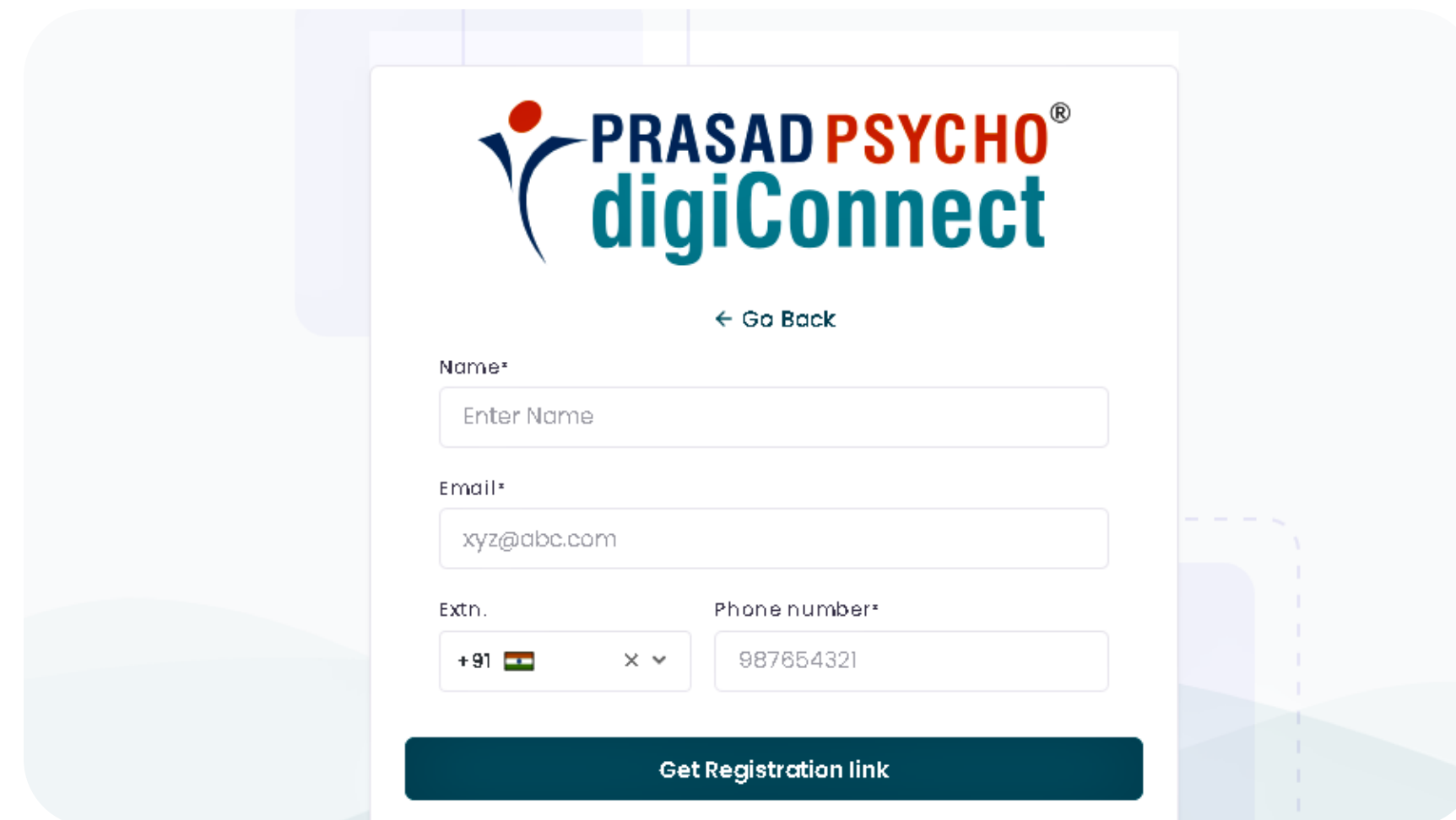
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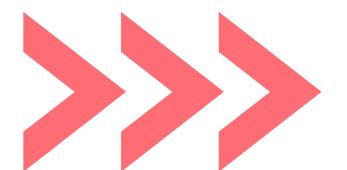
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# How to Register?

**Step 1 -** Go to <https://digiconnect.prasadpsycho.com/#/pages/register/pre>



The screenshot shows a registration form for PRASAD PSYCHO digiConnect. The form is titled "PRASAD PSYCHO® digiConnect" with a logo featuring a stylized figure. Below the title is a "← Go Back" link. The form contains three input fields: "Name\*" with a placeholder "Enter Name", "Email\*" with a placeholder "xyz@abc.com", and "Extn." with a dropdown menu showing "+91" and a flag icon. To the right of the "Extn." field is a "Phone number\*" field with the value "987654321". At the bottom of the form is a dark blue button labeled "Get Registration link".

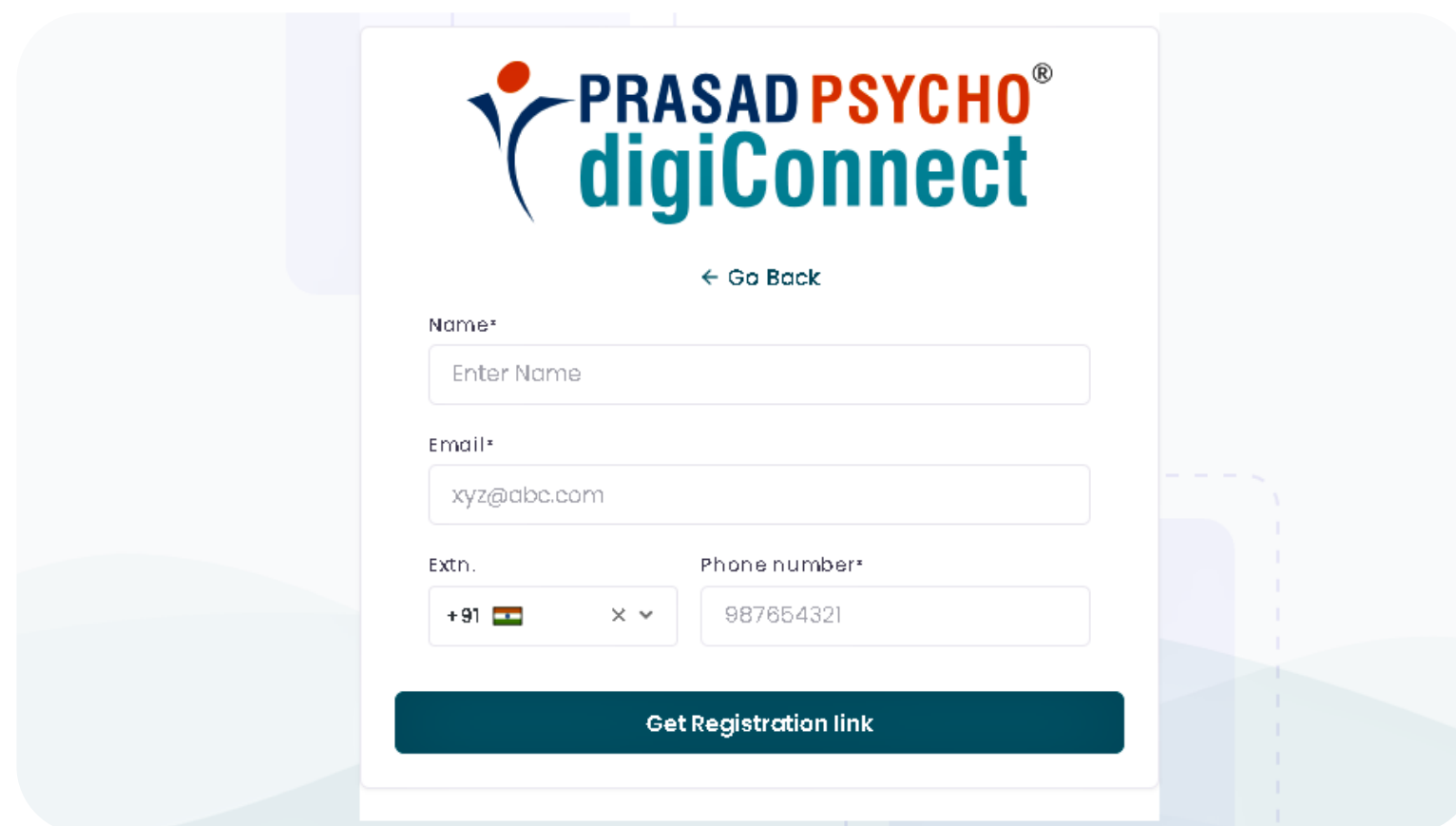




CONT....

**Step 2 -** Fill in all your details that have been asked to get the registration link.

1.

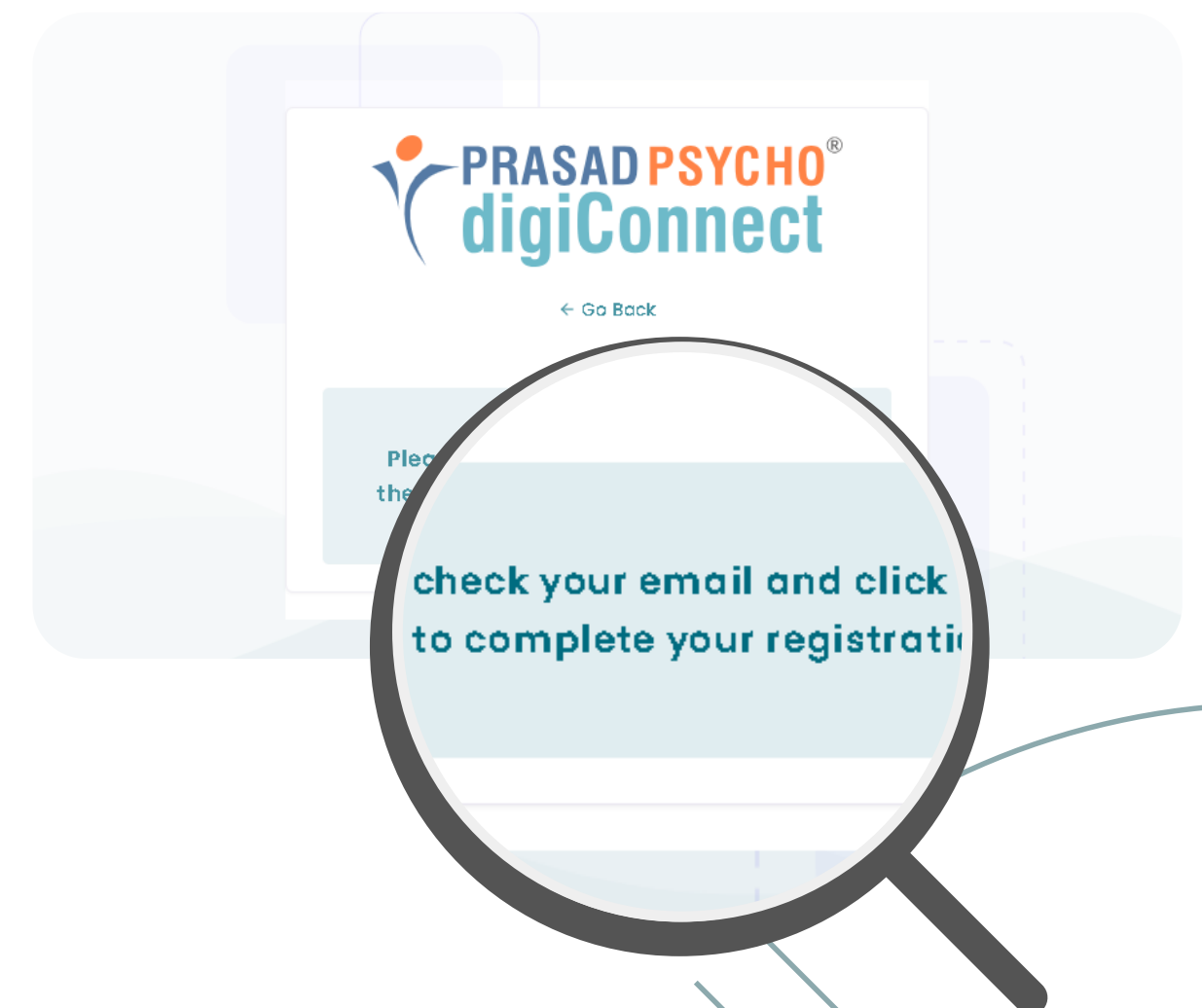


The screenshot shows the PRASAD PSYCHO digiConnect registration form. At the top is the logo and a "Go Back" link. The form contains the following fields:

- Name\*: A text input field with the placeholder "Enter Name".
- Email\*: A text input field with the placeholder "xyz@abc.com".
- Extn.: A dropdown menu showing "+91" with a flag icon and a close button.
- Phone number\*: A text input field with the placeholder "987654321".

At the bottom is a dark blue button labeled "Get Registration link".

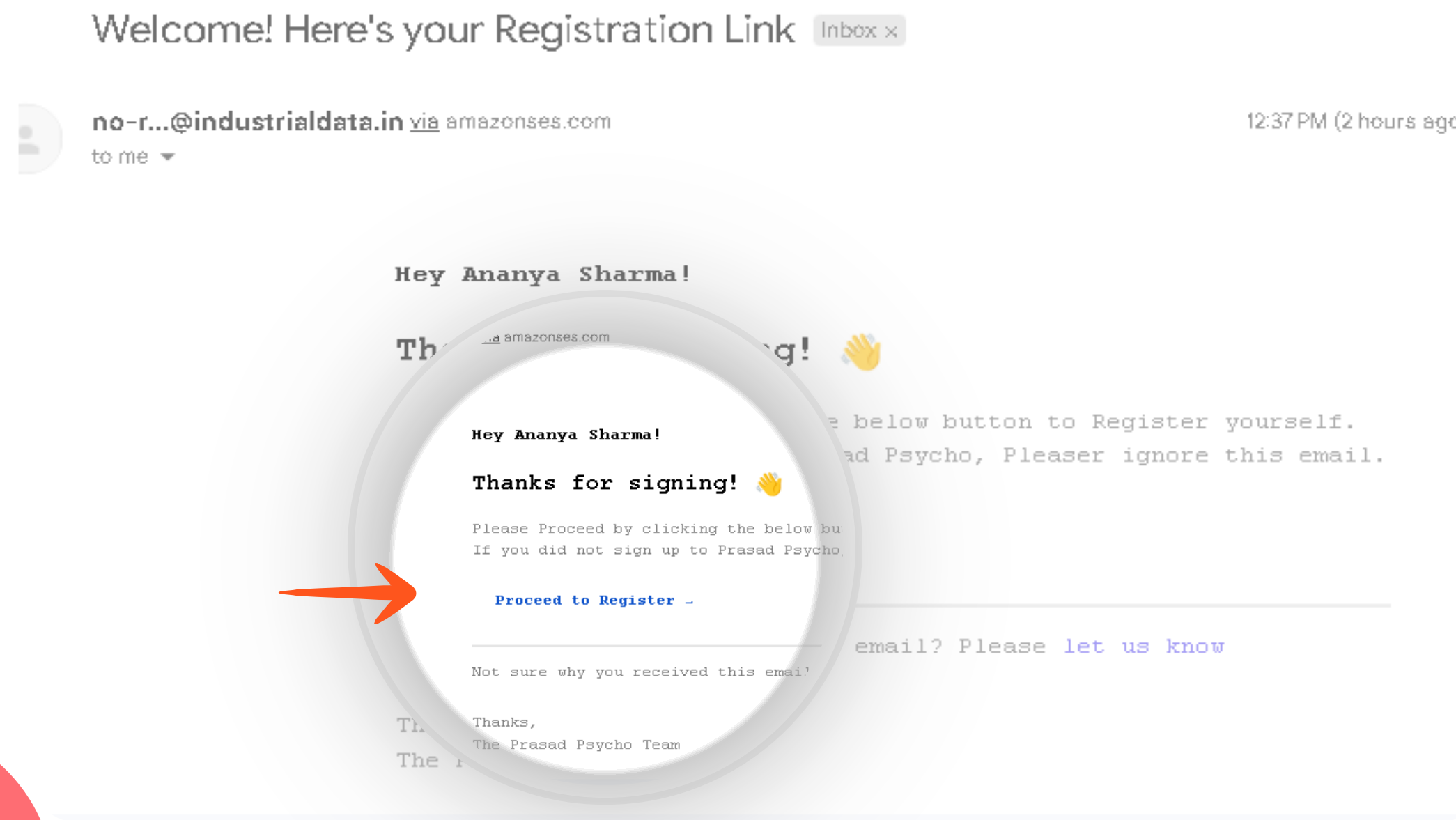
2.



2.

# CONT....

**Step 3-** After you open your mailbox, you'll see a "Thanks for signing!" mail below there will be a link attached to text **Proceed to Register** on which you are supposed to click.



CONT....

## Step 4- Enter Your Account Details

### ACCOUNT DETAILS

- In account details, you're required to create a **unique password** that you'll be using to sign in on the portal with your registered email id.

PRASAD PSYCHO<sup>®</sup> digiConnect

1 Account Details  
Setup Account partner

2 Contact Info  
Add Contact Details

3 Partner Info  
Add Partner & Admin Info

Name\*  
Ananya Sharma

Email\*  
search.pppl@gmail.com

Password\*  
Use 6 or more letters with a mix of letters, numbers & symbols

Confirm Password\*

Sign In

Next

CONT....

## Step 5- As Your Next Step Provide Your Contact Information

### CONTACT INFORMATION

- In account details, you're required to provide your state, pin code, and city along with your complete address.
- After filling in all your details click on next.

Account Details  
Setup Account partner

PRASAD PSYCHO<sup>®</sup>  
digiConnect

2 **Contact Info**  
Add Contact Details

3 **Partner Info**  
Add Partner & Admin Info

Phone number  
92891 12108

Pincode  
Enter Pincode

Select State

Select City

Enter Address

Go Back Next



CONT....

## Step 6- Tell us who you are.

### ***PARTNER INFO (INFORMATION)***

- In partner info you are required to fill partner information.

1 Account Details  
Setup Account partner

2 Contact Info  
Add Contact Details

3 **Partner Info**  
Add Partner & Admin Info

**PRASAD PSYCHO<sup>®</sup>**  
**digiConnect**

Select Partner Type ▼ Select Purpose ▼

First Name Last Name  
Admin Name Admin Name

Designation  
Designation

Qualification  
Qualification

[Go Back](#) [Register](#)



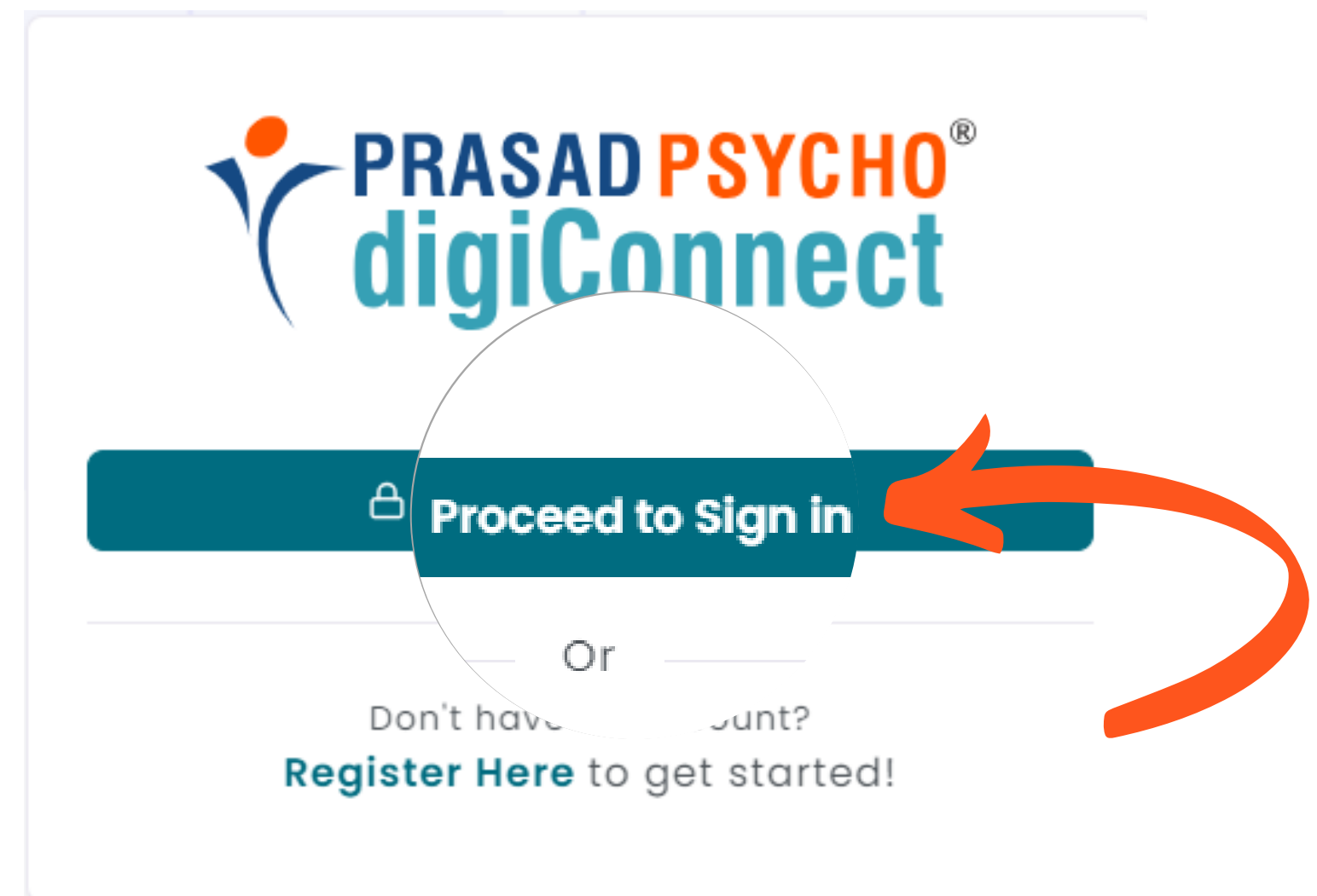
CONT....



## Step 7- Sign in Page

*After completing your registration you'll be redirected to DigiConnect's platform portal to sign in*

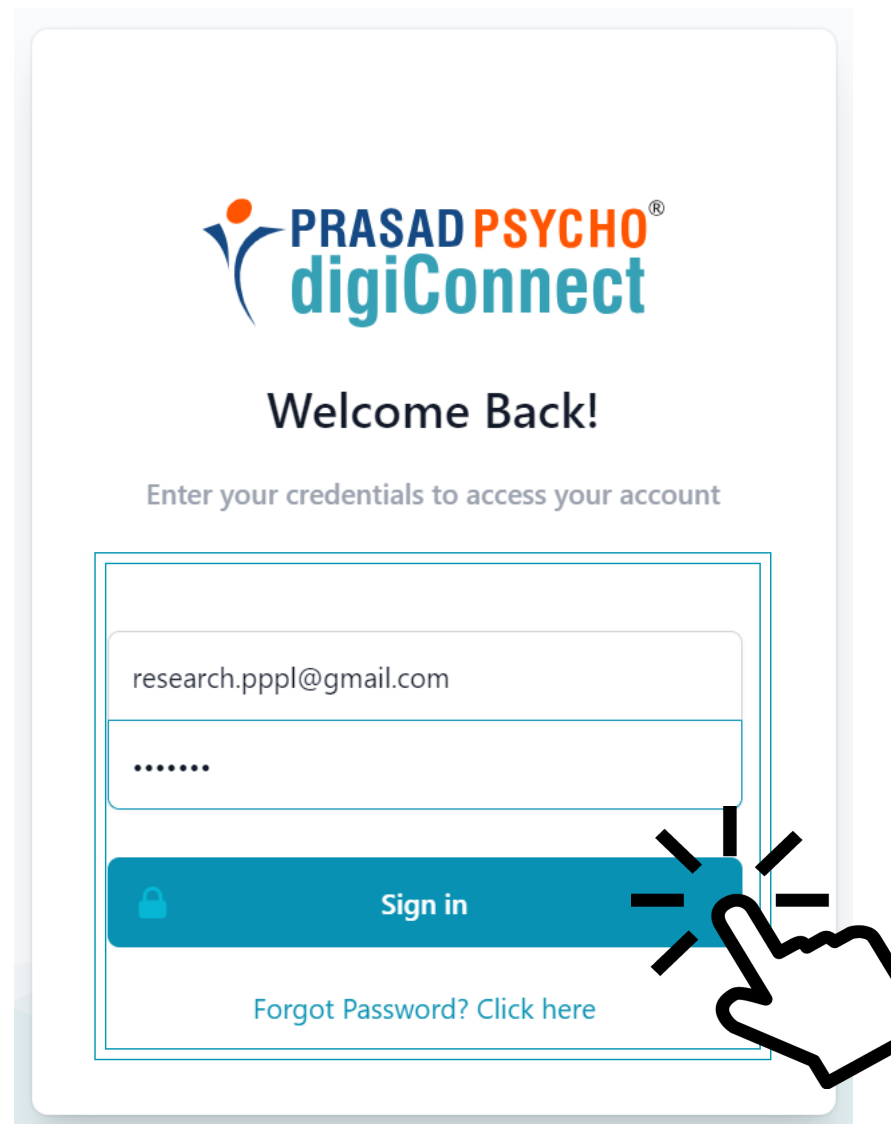
- **Proceed to Sign In**
- Now click on Proceed to sign in.



CONT....

## Step 8- Sign In through your registered email id & password

- Now fill in your Login credentials, After entering your credentials click on sign in.



CONT....

## Step 9- Consent Form

- Now you are supposed to provide the **consent** after going through the consent form.
- Then click on the Submit Consent button.



### Consent Required

Prasad Psycho Partner Portal wants to access your  
account research.pppl@gmail.com

The following permissions are requested by the above app.  
Please review these and consent if you approve.

- ☒ Allow creating new Assessment Requests
- ☒ Allow access to information related to Assessment Requests created under the Partner
- ☒ Allow creating or modifying Examinees and Groups
- ☒ Allow access to notifications
- ☒ Allow access to Messages related to Partner
- ☒ Allow access to Test Marketplace



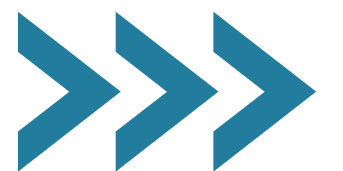
- ☒ Allow access to reports generated for Examinee under any Assessment Request
- ☒ Allow generating reports for assessments given by any examinee
- ☒ Allow sending messages under channels created for each Partner
- ☒ Allow access to information related to Examinees and Groups created under the Partner
- ☒ Allow access to Documents related to Partner

access to information related to Examinee  
Groups created under the Partner

access to Documents related to Partner

**Submit Consent**

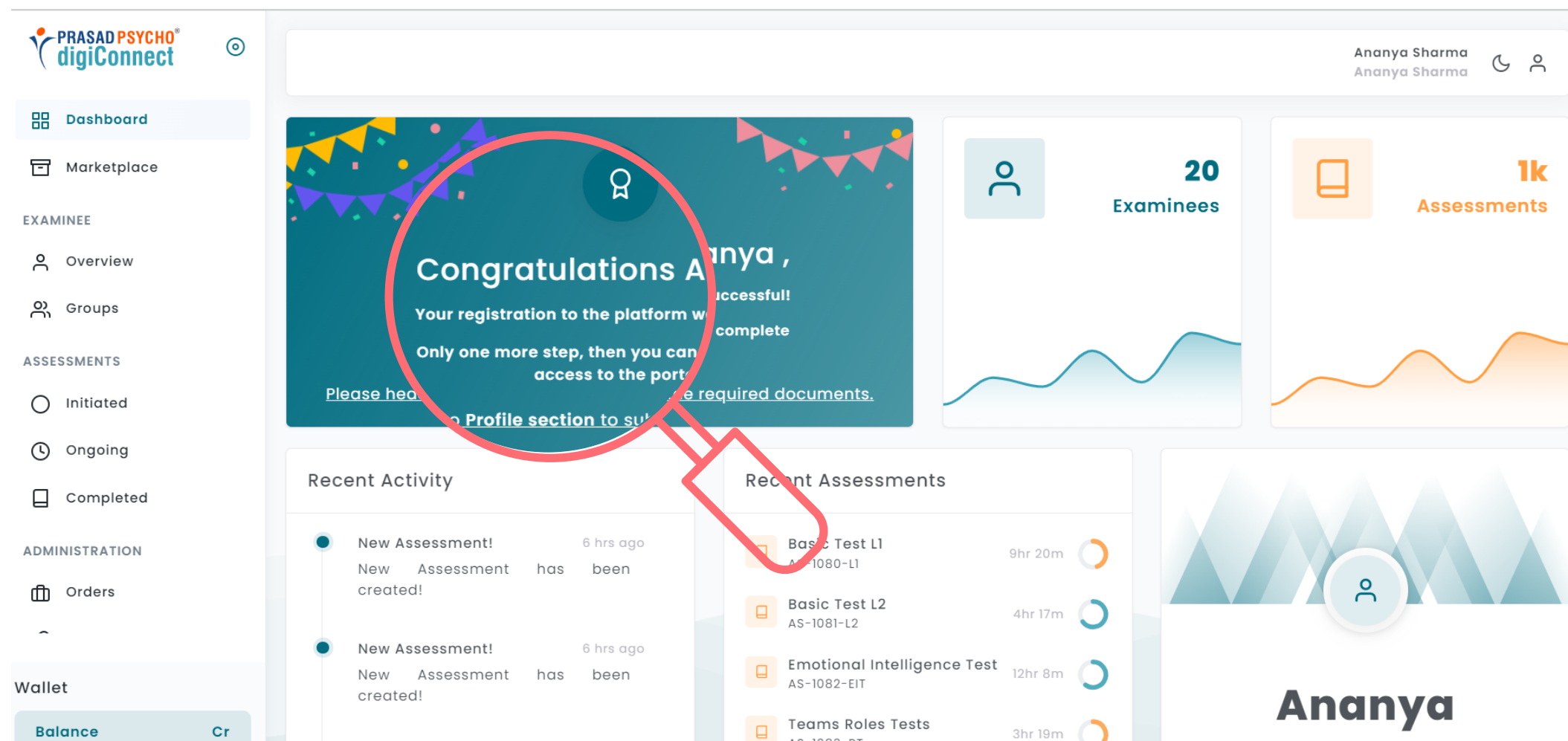
If you do not approve, click Cancel. In which case no  
information will be shared with the app.



CONT....

## Step 10- Sign In Successful

- Now you'll see the **PrasadPsycho DigiConnect** portal's dashboard.



# CONT....

## Step - 11 Upload Documents

- Now go to account section.
- Upload your highest qualification documents.

The screenshot displays the PRASAD PSYCHO digiConnect user interface. On the left is a sidebar menu with options: Dashboard, Marketplace, EXAMINEE (Overview, Groups), ASSESSMENTS (Initiated, Ongoing, Completed), and Wallet (Reserved 1.3k Cr, Balance 3.7k Cr). The main content area shows the user profile for Ananya Sharma, with a designation of 'Designation not Specified'. Below the profile is a section for 'All Personal Information' with fields for Birthday (N/A) and Relationship Status (N/A). On the right, there is a 'Contact Information' section with a phone number (+91 92891 12108) and an email address (research.pppl@gmail.com). A circular dropdown menu is open, showing options: Profile, Account (highlighted with a red circle), Settings, and Logout. A blue arrow points to the user profile icon in the top right corner, which triggers the dropdown menu.

# CONT....

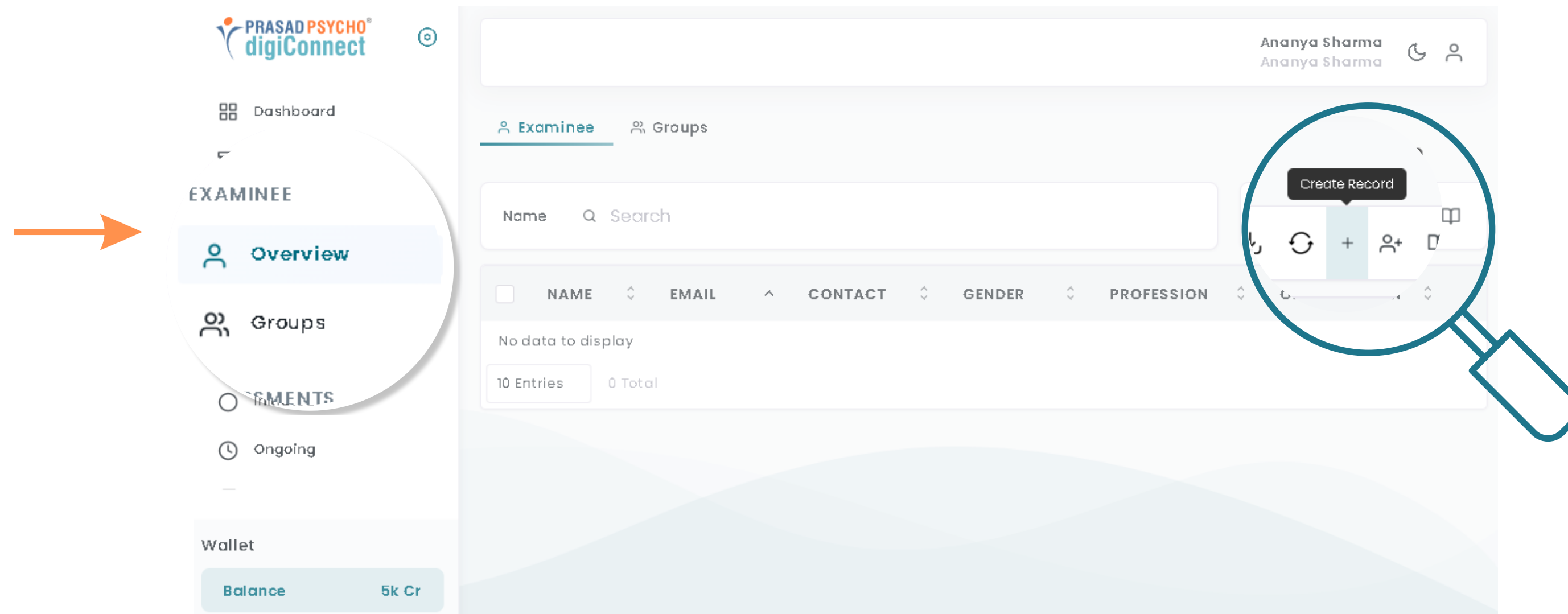
- Click on documents.
- Then click on create record and upload your assessments.

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left is a sidebar menu with options: Dashboard, Marketplace, EXAMINEE (Overview, Groups), ASSESSMENTS (Initiated, Ongoing, Completed), and a Wallet section showing 'Reserved 1.3k Cr' and 'Balance 3.7k Cr'. The main content area is for 'Ananya Sharma Organization'. It features a header with a logo placeholder and a navigation bar with 'Overview' and 'Documents' buttons. A red arrow points to the 'Documents' button. Below this is a search bar and a table with columns 'NAME', 'TYPE', and 'STATUS'. The table is currently empty, showing 'No data to display' and '10 Entries 0 Total'. A circular callout with a red border highlights a 'Create Record' button in the bottom right corner of the interface.

# Examinee Management

## 2.1 INDIVIDUAL

**Step 1-** Go to the overview & click on create record.



CONT....

## Step 2- Examinee Details

- Fill in all the details and click on **Create Examinee**.

Examinee Details

Examinee Name *	Client ID *	Date Of Birth *
<input type="text" value="Enter Examinee Name"/>	<input type="text" value="Enter"/>	<input type="text" value="Select Date of Birth"/>

Extn.	Phone number	Email *
<input type="text" value="+91 🇮🇳 × v"/>	<input type="text" value="987654321"/>	<input type="text" value="Enter Email"/>

Gender *	Mother Tongue
<input type="text" v"="" value="Select Gender"/>	<input type="text" v"="" value="Select Language"/>

Household Income	Marital Status
<input type="text" value="Enter Household Income"/>	<input type="text" value="Select Marital Status"/>

Family Type	Profession
<input type="text"/>	<input type="text"/>

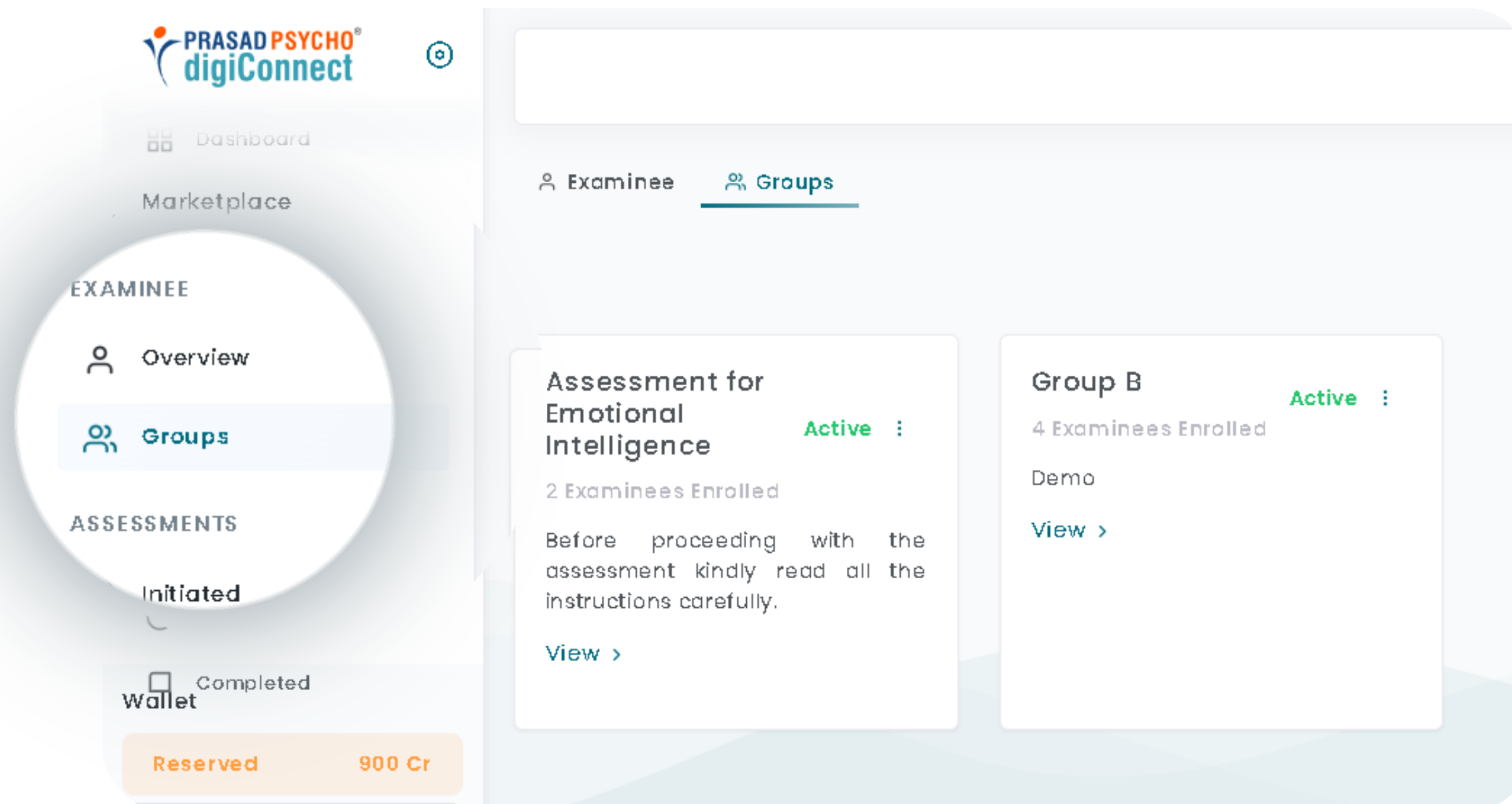
[Create Examinee →](#)



# CONT....

## 2.2 GROUP

**Step 1-** Go to the group & click on create.



# CONT....

## Step 2- Fill In the group name and write the description about the group.

- Group Name and Description both details are mandatory to fill.  
(Without entering the details no group can be created)

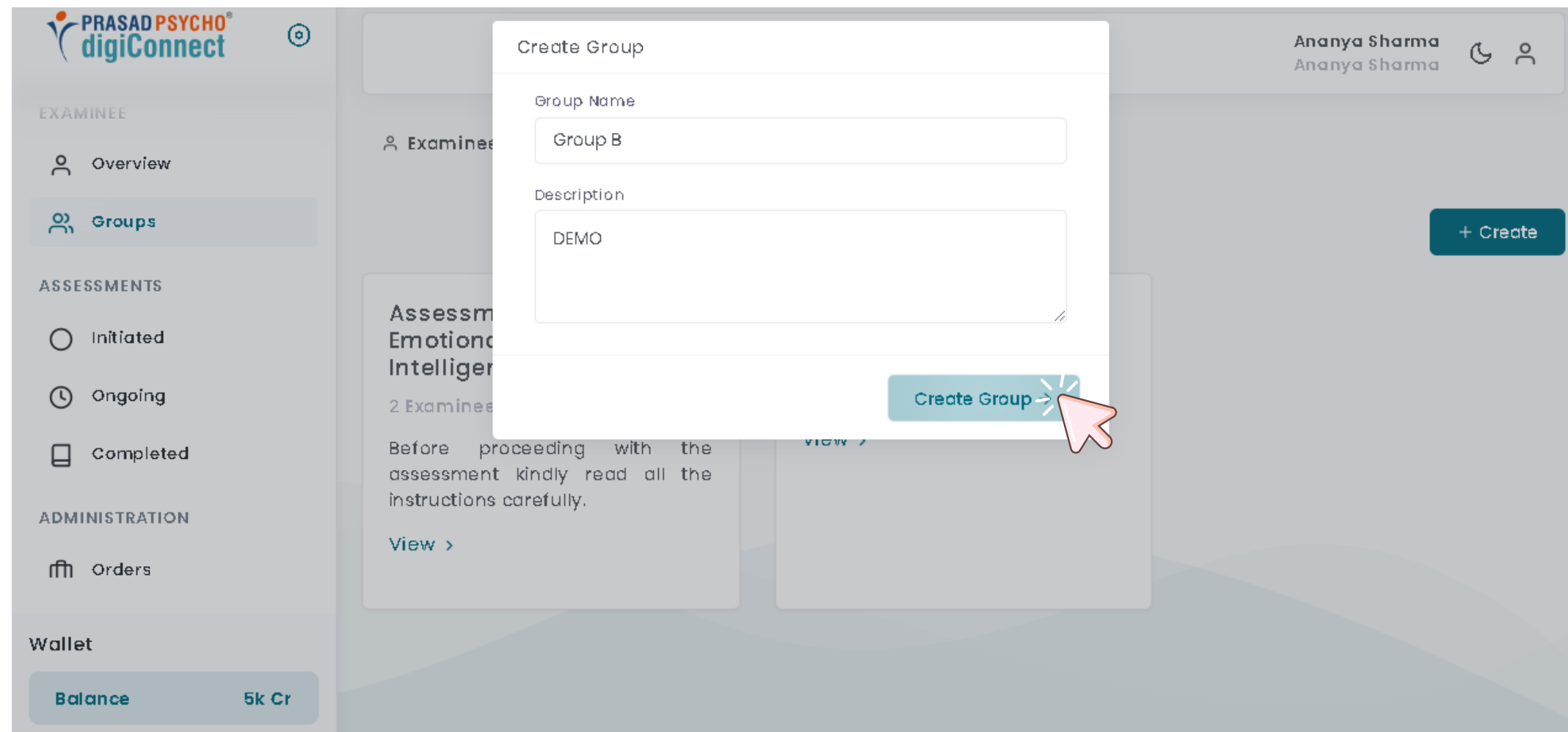
The screenshot displays the PRASAD PSYCHO digiConnect web application. A 'Create Group' modal is open in the center, featuring two input fields: 'Group Name' (containing 'Group B') and 'Description' (containing 'DEMO'). Both fields are marked with a red asterisk, indicating they are mandatory. A red circle highlights the 'Create Group →' button at the bottom right of the modal. The background interface includes a sidebar with navigation options like 'Overview', 'Groups', 'Initiated', 'Ongoing', 'Completed', 'Orders', and 'Wallet'. The top right corner shows the user's name 'Ananya Sharma' and a '+ Create' button.




CONT....

## Step 4- Click on **Create Group**.

- After clicking on create group, you'll be able to see the **new group** in the Groups section.



CONT....



Dashboard

Marketplace

EXAMINEE

Overview

**Groups**

ASSESSMENTS

☐ Initiated

☒ Ongoing

☐ Completed



Wallet

Balance

5k Cr

Ananya Sharma

Ananya Sharma



Examinee

**Groups**

Assessment for Emotional Intelligence

Active

2 Examinees Enrolled

Before proceeding with the assessment kindly read all the instructions carefully.

View >

Group B

Active

0 Examinees Enrolled

Demo

View >

+ Create

19.

CONT....

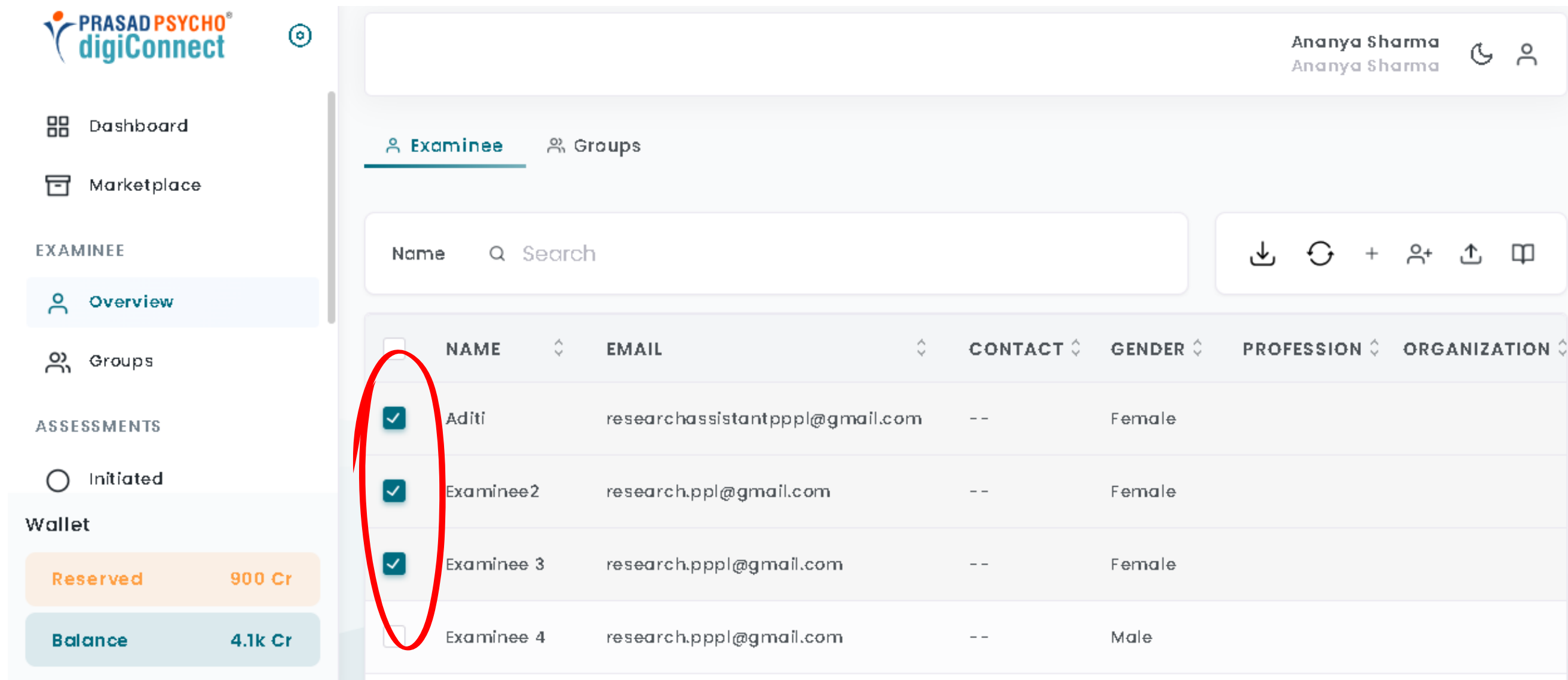
Step 5 - Click on **Assign Group** to add assignee.

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left is a sidebar with navigation links: Dashboard, Marketplace, EXAMINEE (with sub-links Overview and Groups), and ASSESSMENTS (with a link for Initiated). Below these is a 'Wallet' section showing 'Reserved 900 Cr' and 'Balance 4.1k Cr'. The main content area is titled 'Examinee' and 'Groups'. It features a search bar with the placeholder 'Name Search'. Below the search bar is a table with columns: NAME, EMAIL, CONTACT, GENDER, and PR. The table contains four rows of examinee data. A circular callout bubble with a black background and white text 'Assign to Group' points to a button with a person icon and a plus sign, located at the bottom right of the table.

<input type="checkbox"/>	NAME	EMAIL	CONTACT	GENDER	PR
<input type="checkbox"/>	Aditi	researchassistantpppl@gmail.com	--	Female	
<input type="checkbox"/>	Examinee2	research.pppl@gmail.com	--	Female	
<input type="checkbox"/>	Examinee 3	research.pppl@gmail.com	--	Female	
<input type="checkbox"/>	Examinee 4	research.pppl@gmail.com	--	Male	

CONT....

**Step 6-** Now select the examinee you want to add.



The screenshot displays the PRASAD PSYCHO digiConnect interface. On the left is a sidebar with navigation options: Dashboard, Marketplace, EXAMINEE (Overview, Groups), and ASSESSMENTS (Initiated). A 'Wallet' section at the bottom shows 'Reserved 900 Cr' and 'Balance 4.1k Cr'. The main area is titled 'Examinee' and features a search bar and a table of examinees. A red circle highlights the checkboxes for 'Aditi', 'Examinee2', and 'Examinee 3'.

	NAME	EMAIL	CONTACT	GENDER	PROFESSION	ORGANIZATION
<input type="checkbox"/>						
<input checked="" type="checkbox"/>	Aditi	researchassistantpppl@gmail.com	--	Female		
<input checked="" type="checkbox"/>	Examinee2	research.ppl@gmail.com	--	Female		
<input checked="" type="checkbox"/>	Examinee 3	research.pppl@gmail.com	--	Female		
<input type="checkbox"/>	Examinee 4	research.pppl@gmail.com	--	Male		

CONT....

**Step 6-** Now again click on Assign Group and then enter all the required details and click on assign.

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left is a sidebar with navigation links: Dashboard, Marketplace, EXAMINEE (with sub-links Overview and Groups), ASSESSMENTS (with a link for Initiated), and a Wallet section showing 'Reserved 900 Cr' and 'Balance 4.1k Cr'. The main content area is titled 'Examinee' and contains a table with columns for Name, Gender, Profession, and Organization. The table lists 'Aditi', 'Examinee2', and 'Examinee 3', all marked as 'Female'. A modal window titled 'Assign Examinees' is open in the center. It features a 'Group' dropdown menu set to 'Group B' and a list of 'Examinees' (Aditi, Examinee2, Examinee 3) with red 'x' icons next to them. An 'Assign' button is at the bottom of the modal. A red circle highlights a '+' icon in the top right of the main interface, and a blue arrow points from this icon to the 'Assign' button in the modal.

# How to Assign Assessment ?

**Step 1-** Go to the initiated section.

The screenshot displays the PRASAD PSYCHO digiConnect dashboard. On the left sidebar, the 'Initiated' option is highlighted with a red circle. The main content area shows a summary of assessment statistics: 0 Active Examinees, 0 Ongoing Assessments, 0 Completed Assessments, and 2 Initiated Assessments. Below this, there is a search bar and a filter dropdown set to 'Initiated Assessments'. Two assessment cards are visible: 'Mental Health Battery' and 'Emotional Intelligence Test', both marked as 'INITIATED'. Each card shows the date of assignment (17 Jul 2023) and the expected date of completion (indicated by a double dash --).

**PRASAD PSYCHO digiConnect**

Dashboard  
Marketplace

EXAMINEE

Overview  
Groups

**Initiated**  
Ongoing

Wallet  
Balance 5k Cr

0 Active Examinees  
0 Ongoing Assessments  
0 Completed Assessments  
2 Initiated Assessments

Test Name Search Clear  
Initiated Assessments +

**INITIATED**

**Mental Health Battery**  
Individual Link, Booked 1 Slots  
17 Jul 2023, 06:43 AM  
Date of Assignment  
--  
Expected Date of Completion

**Emotional Intelligence Test**  
Individual Link, Booked 1 Slots  
17 Jul 2023, 06:09 AM  
Date of Assignment  
--  
Expected Date of Completion

CONT....

**Step 1-** Fill out the **New Assessment Form** and select the link type as per your convenience.

#### New Assessment Request

Link Type

Link Type ▾

Individual

Group

Open

Enter Reason

End

July 24, 2022 10:10 PM

Assessor

Assessor

Expirable

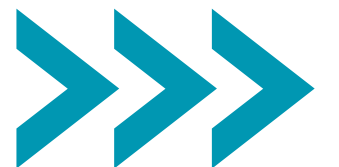
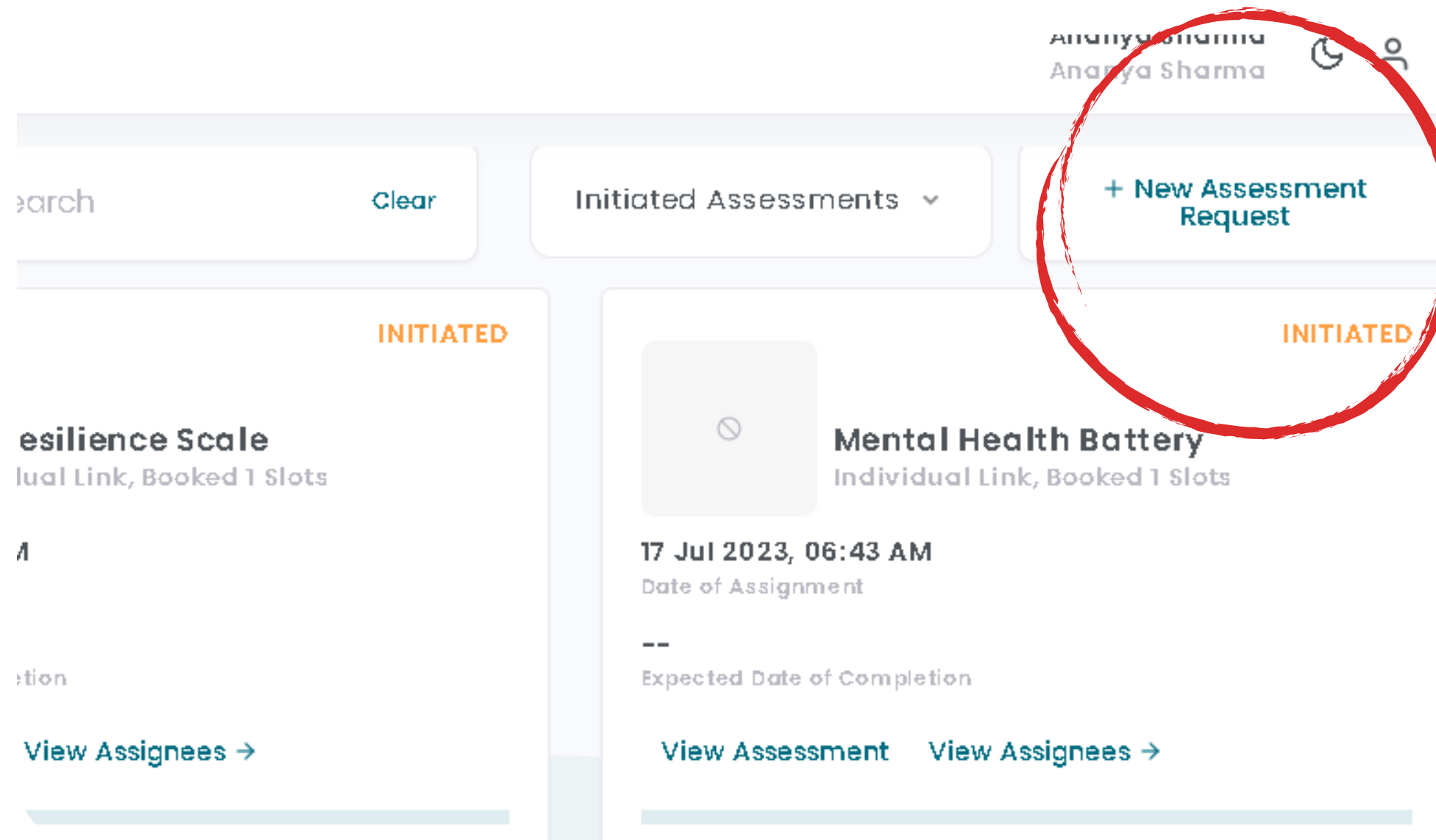
Yes



CONT....

## Step 2- After filling up the form click on **New Assessment Request**.

- After that, you'll be able to see the initiated test that you created.





CONT....

**Step 3-** After filling up the form click on **Create Assessment Request.**

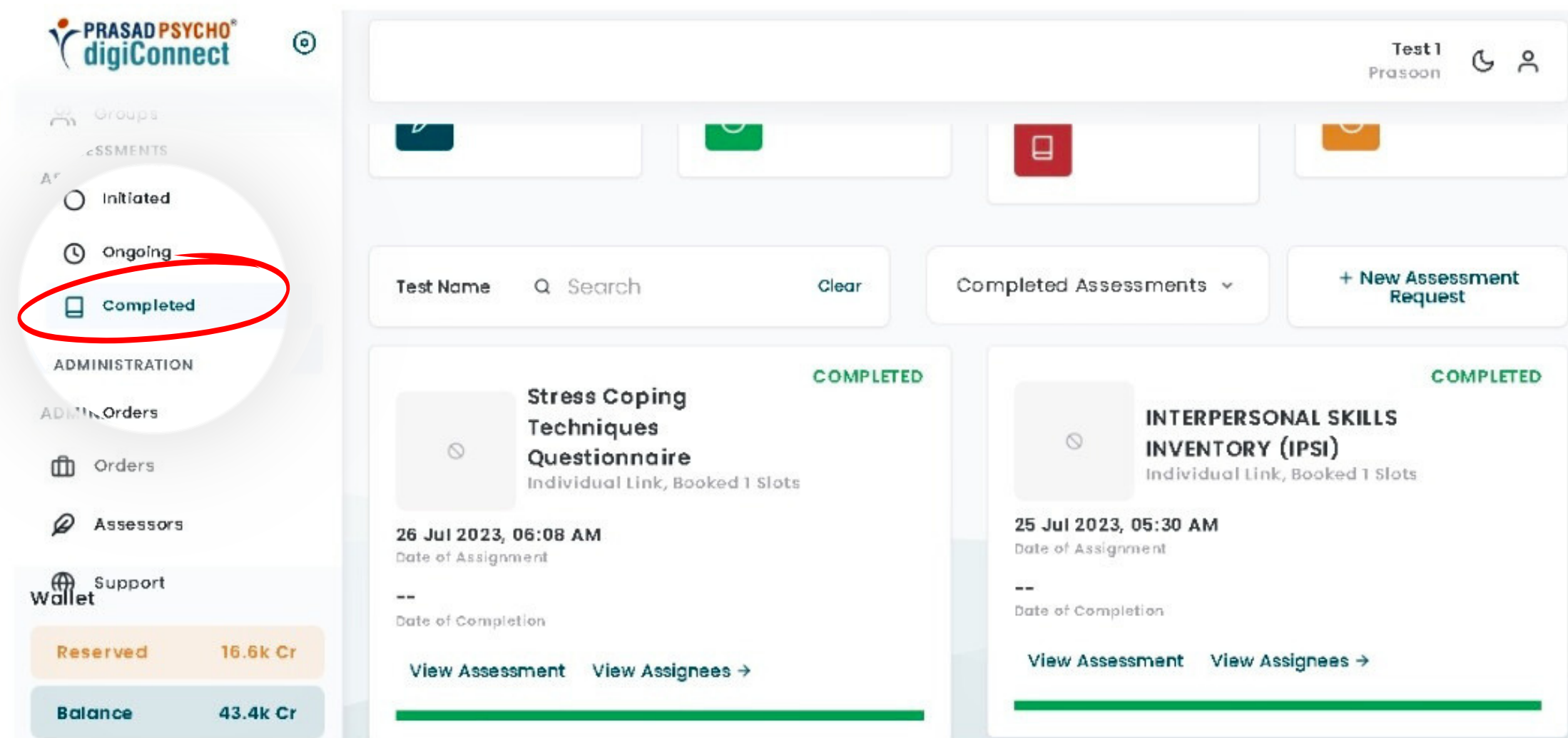
- After that, you'll be able to see the initiated test that you created.

The screenshot displays the PRASAD PSYCHO digiConnect dashboard. On the left, a sidebar menu includes sections for EXAMINEE (Overview, Groups), ASSESSMENTS (Initiated, Ongoing, Completed), and ADMINISTRATION (Orders). The main content area features three summary cards: '0 Active Examinees', '0 Ongoing Assessments', and '2 Completed Assessments'. Below these, a table lists initiated assessments. The first entry is 'Job Satisfaction Scale (JSS)' with a status of 'Initiated' circled in red, indicating it has 'booked 4 Slots'. The entry was created on '17 Jul 2023, 09:51 AM'. A second entry for 'Men' Indi' is partially visible, dated '17 Jul 2023, 06:43'.



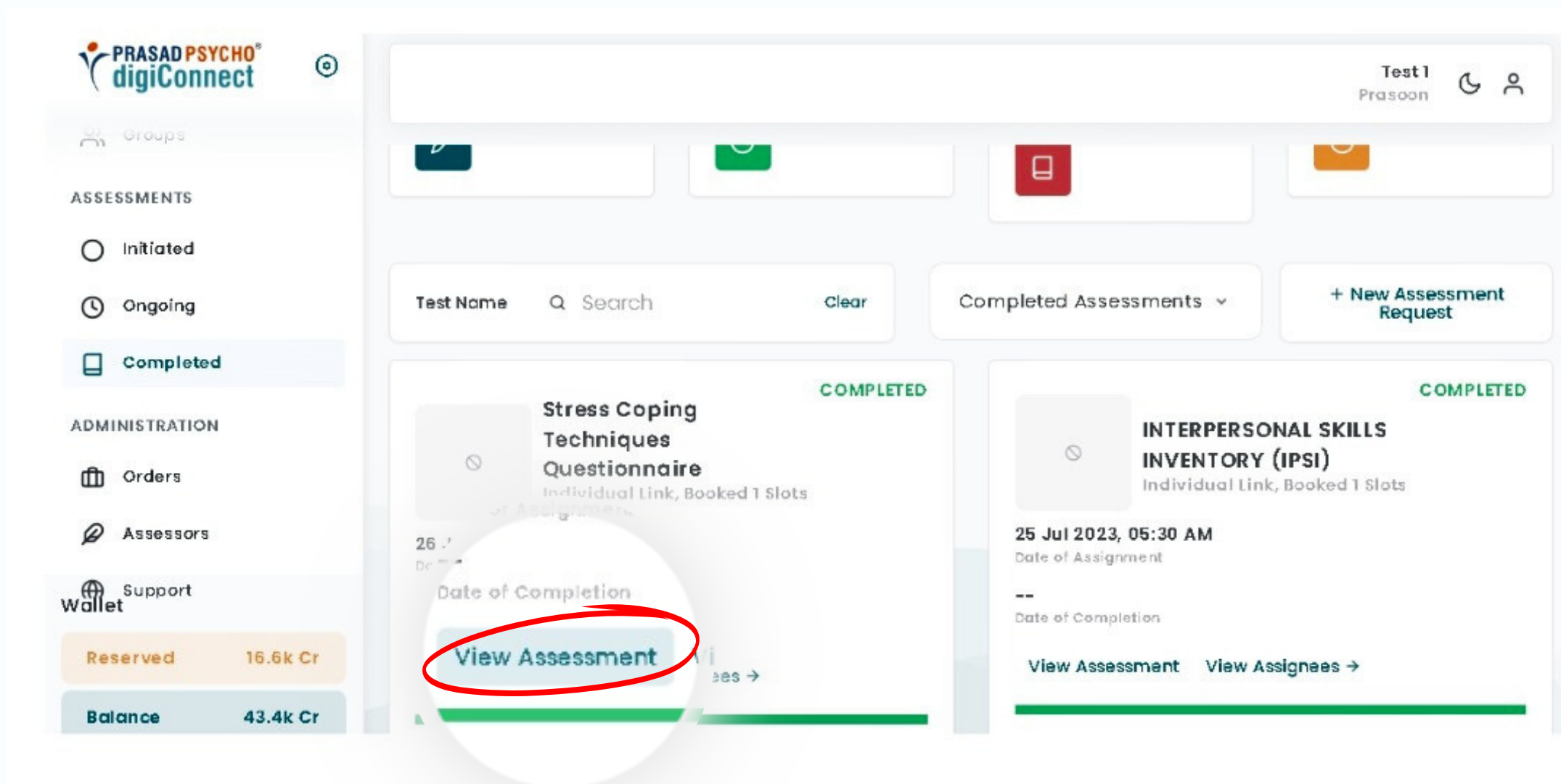
# Report Generation

**Step 1-** Go to **Completed** section.



CONT....

## Step 2- Click on View Assessment



CONT....

**Step 3-** Double click on the assessor's name.

The screenshot displays the PRASADPSYCHO digiConnect dashboard. On the left, there is a sidebar with navigation options: Groups, ASSESSMENTS (Initiated, Ongoing, Completed), ADMINISTRATION (Orders, Assessors), and Support Wallet. The main area shows a summary for 'Test 1 Praseon' with a start button and an expiry date of 02 Aug 2023 11:38 AM. Below this, there are status filters: Ongoing (0), Completed (1), and Pending (0). A table lists assessors with columns for Name, Status, IP Address, and Questions Attempted. The assessor 'Vaishali' is listed with a status of 'Completed' and 59 questions attempted. A red circle highlights the name 'Vaishali' with a double-click arrow, indicating the action to be taken.

NAME	STATUS	IP ADDRESS	QUESTIONS ATTEMPTED
Vaishali	Completed		59



CONT....

## Step 4- Click on **Generate Report**

The screenshot displays the PRASAD PSYCHO digiConnect interface. On the left, there is a sidebar with navigation options: Groups, ASSESSMENTS (Initiated, Ongoing, Completed), ADMINISTRATION (Orders, Assessors, Support), and a wallet section showing Reserved (16.6k Cr) and Balance (43.4k Cr). The main content area shows a user profile for Vaishali, with fields for Time Allotted (0) and Language (English(US)). Below this, there are buttons for Ongoing (0) and Completed (1). A table lists the user's session details, including a row for Vaishali with a status of Completed. A red circle highlights the 'Generate Report' button in the bottom right corner of the session details section.

NAME	STATUS	IP ADDRESS	QU
Vaishali	Completed		59

10 Entries 1 Total

Generate Report





CONT....

## Step 5- Click on View Report

- Now you can see the generated standardized report.

The screenshot displays the PRASAD PSYCHO digiConnect dashboard. On the left, a sidebar menu includes options like Dashboard, Marketplace, EXAMINEE Overview, Groups, ASSESSMENTS (Initiated, Ongoing), and Wallet (Reserved: 16.6k Cr, Balance: 43.4k Cr). The main content area shows a user profile for 'Vaishali' with a 'Completed' status. A table lists session details, including '59 Answered' and '2 Unanswered' questions. A red circle highlights the 'View Report' button in the session details section.

NAME	STATUS	IP ADDRESS	QUIZ
Vaishali	Completed		59

10 Entries 1 Total



# CONT....

- In **Add Comments** you can write Impression/Suggestion ( refer Chapter-5)

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left is a sidebar menu with sections: 'Groups', 'ASSESSMENTS' (with sub-items: Initiated, Ongoing, Completed), 'ADMINISTRATION' (with sub-items: Orders, Assessors, Support), and 'Wallet' (showing 'Reserved 16.6k Cr' and 'Balance 43.4k Cr'). The main content area shows a report for 'Test 1 Prason'. At the top of this area are 'Add Comments' and 'Download' buttons. The report title is 'Stress Coping Techniques Questionnaire' by 'Dr. Vijaya Lakshmi and Dr. Shruti Narain'. Below the title is a large orange button labeled 'Interpretive Report', which is circled in red. The name 'Vaishali' is visible in the bottom right corner of the report area.



# Report Interpretation

## Section-1

Your Company's Logo

LOGO

Assessment's  
Name

Occupational Stress Index

Dr. A. K. Srivastava and Dr. Ashok Pratap Singh

Interpretive Report

Vaishali

Examinee's Name



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CONT....

Examinee's  
Demographic details

Section-1

Occupational Stress Index - Interpretive Report

LOGO

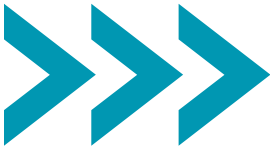
Particulars

Name	Vaishali
Age	25
Gender	FEMALE
ID	VJ1503
Reason for Referral	test case
Assessor	praseon gupta

Disclaimer

This profile arises from self-report questionnaires which may have alterations/variation due to individual's actual level of motivation, interests, experience, values, abilities, skills, mood state etc. than the analysis in the report captured basis the responses shared at the time of testing. The report must be interpreted in the light of corroborating evidence gained during the clinical interview. The findings of this report should be professionally interpreted in the light of other information about the individual. This report may include sensitive information that is likely to be misinterpreted by those without the required training. Authorization for use of this report is limited to the examinee and their designated consultants. Any further use requires the authorization of the examinee or their legal guardian

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CONT....

## Section-2

Occupational Stress Index – Interpretive Report

LOGO

### Introduction

This report is based on the subject's responses to Occupational Stress Index (OSI). This report is presented in 2 sections; the first section provides Comprehensive information about the respondent's composite occupational stress and its interpretation and the second section provides the subject's detailed profile on each of the 12 dimensions/sub-facets of occupational stress and score interpretation.

### Overview of the test

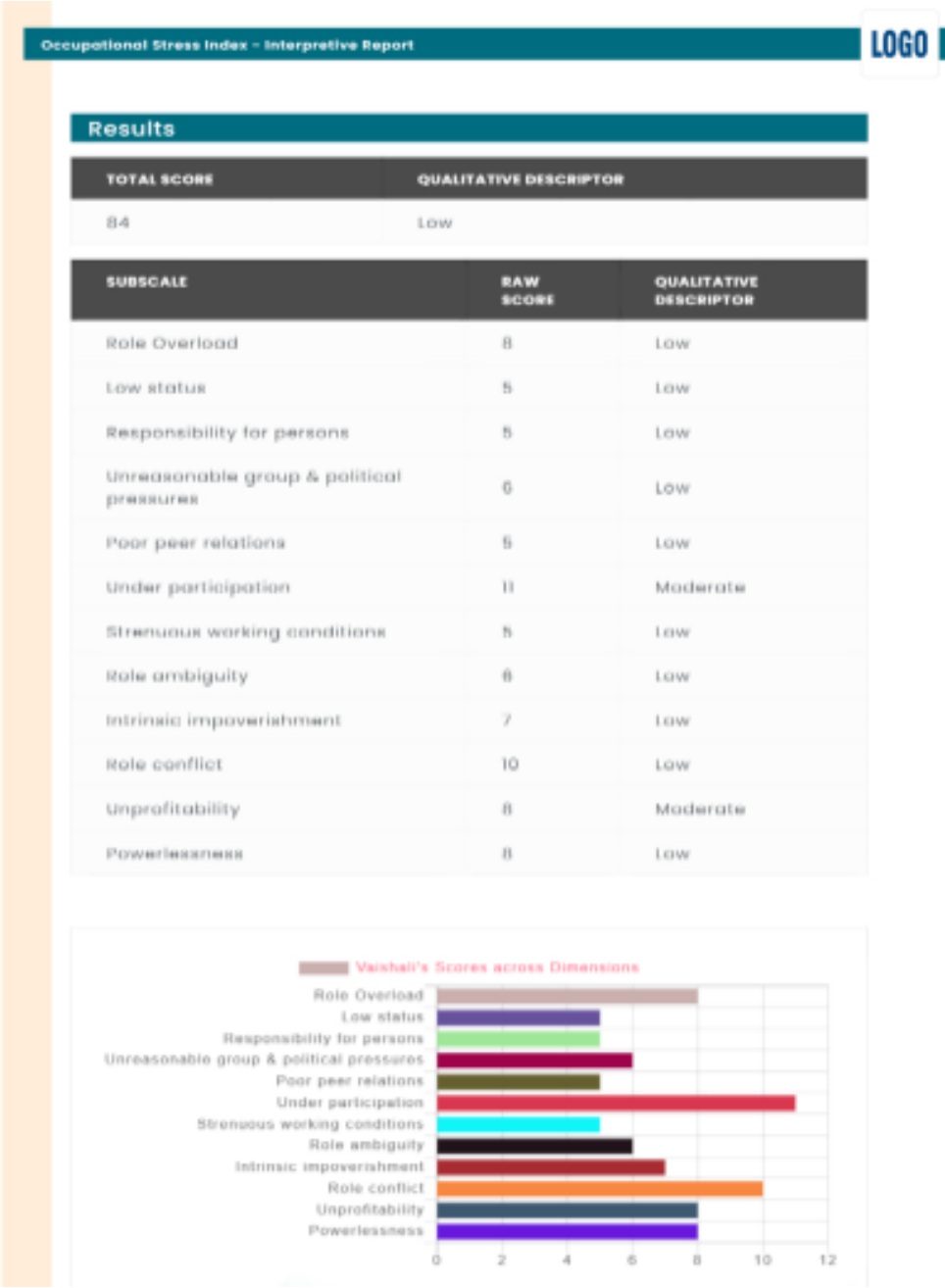
The Occupational Stress Index is a 46-item self-report measure that is used by Adults to know the extent of stress that employees perceive arising from various constituents and conditions of their job. It was developed by Dr A. K. Srivastava and Dr Ashok Pratap Singh in 2019. The twelve Subscales related to almost all relevant components of job life which cause stress in some way or the other Role overload, role ambiguity, role conflict, group pressure, responsibility, under-participation, powerlessness, poor peer relationship etc.

About the Test



CONT....

Section-3



Results  
&  
Scoring



CONT....

## Results & Scoring Interpretation

### Section-4

Occupational Stress Index - Interpretive Report

LOGO

The Occupational Stress Index purports to measure the extent of stress that employees perceive arising from various constituents and conditions of their job. The tool may conveniently be administered to employees of every level operating in the context of industries or other non-production organizations. However, it would prove more suitable for employees of supervisory level and above.

Total Score Interpretation

Low\_Overall

The respondent has an overall low level on Occupational Stress index. The individual's experience a low level of stress when his or her capabilities, resources, or needs don't match the job demands. Because of this, the individual will likely experience boredom, frustration, apathy, low performance, and inefficiency. The stress experienced by the respondent might be influenced by such factors as autonomy and independence, decision latitude, workload, level of responsibility, job security, physical environment and safety, the nature and pace of work, and relationships with coworkers and supervisors.

Dimension Wise Interpretations

Role Overload

8

This dimension covers areas such as workload, staff insufficiency, lack of time, personal problems, job dissatisfaction, etc.

Score Interpretation

Low\_Role Overload

The respondent has a score which corresponds to "Low" on Role Overload. Generally, the person who falls in this category tends to indicate that the job demands are small or not challenging enough. The individual is likely to have limited job roles to fulfill in accordance to the resources at their disposal. This is indicative of little to no stress due to job situations relating to their workload, staff insufficiency at the workplace, lack of time or personal problems which might lead to job dissatisfaction.

Low status

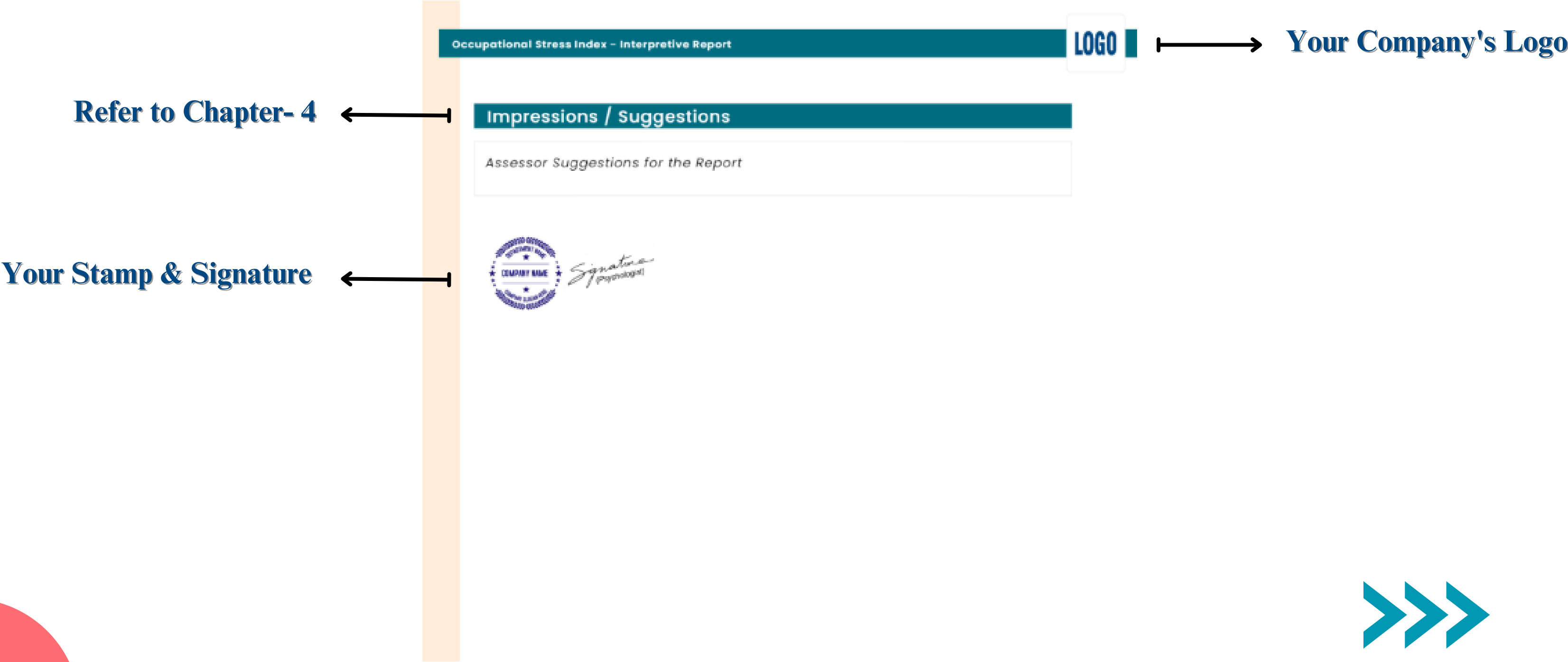
5

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CONT....

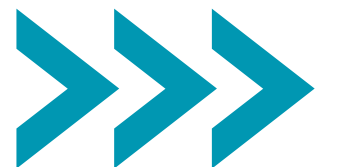
Section-5



# Account Management

## Step 1- Click on the Profile icon.

- In this dashboard you can see your overview, documents uploaded, transaction history
- After that tap on Account .



CONT....

**PRASAD PSYCHO digiConnect**

**Dashboard**

Marketplace

EXAMINEE

- Overview
- Groups

ASSESSMENTS

- Initiated
- Ongoing
- Completed

**Wallet**

Reserved	900 Cr
Balance	4.1k Cr

**Congratulations Ananya ,**

Your registration to the platform was successful!

Only one more step, then you can gain complete access to the portal.

Please head to **Profile section** to submit the required documents.

**Recent Activity**

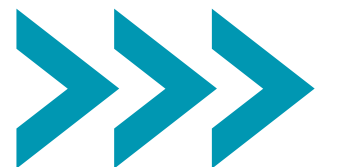
- New Assessment! 6 hrs ago  
New Assessment has been created!
- New Assessment! 6 hrs ago  
New Assessment has been created!

**Recent Assessments**

Basic Test L1 AS-1080-L1	9hr 20m	
Basic Test L2 AS-1081-L2	4hr 17m	
Emotional Intelligence Test AS-1082-EIT	12hr 8m	
Team Roles Test		

**Ananya Sharma**  
Ananya Sharma

- Profile
- Account**
- Settings
- Logout



CONT....

The screenshot displays the PRASAD PSYCHO digiConnect web application. The interface is divided into a left sidebar, a top header, and a main content area.

**Left Sidebar:**

- PRASAD PSYCHO digiConnect** logo and a circular icon.
- EXAMINEE** section:
  - Overview (selected)
  - Groups
- ASSESSMENTS** section:
  - Initiated
  - Ongoing
  - Completed
- ADMINISTRATION** section:
  - Orders
- Assessors** section:
- Wallet** section:
  - Reserved: 900 Cr
  - Balance: 4.1k Cr

**Top Header:**

- User name: Ananya Sharma
- Logout icon and profile icon.

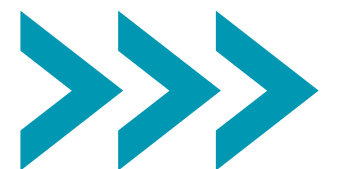
**Main Content Area:**

- A decorative header with overlapping triangles.
- Profile Card:**
  - Placeholder for a **LOGO**.
  - Ananya Sharma** (Organization)
  - Buttons: Overview (selected), Documents, Transactions.
- Recent Activity** section:
  - Test Activity (45 min ago)
  - Text: Lorem ipsum dolor sit amet, consectetur
- Balance** section:
  - Balance: 3.7k
  - Add Credits button

**Footer:**

Phone: +91 92891 12108  
Email: [redacted]@gmail.com

URL: <https://digiconnect.prasadpsycho.com/#/examinee/list/overview>

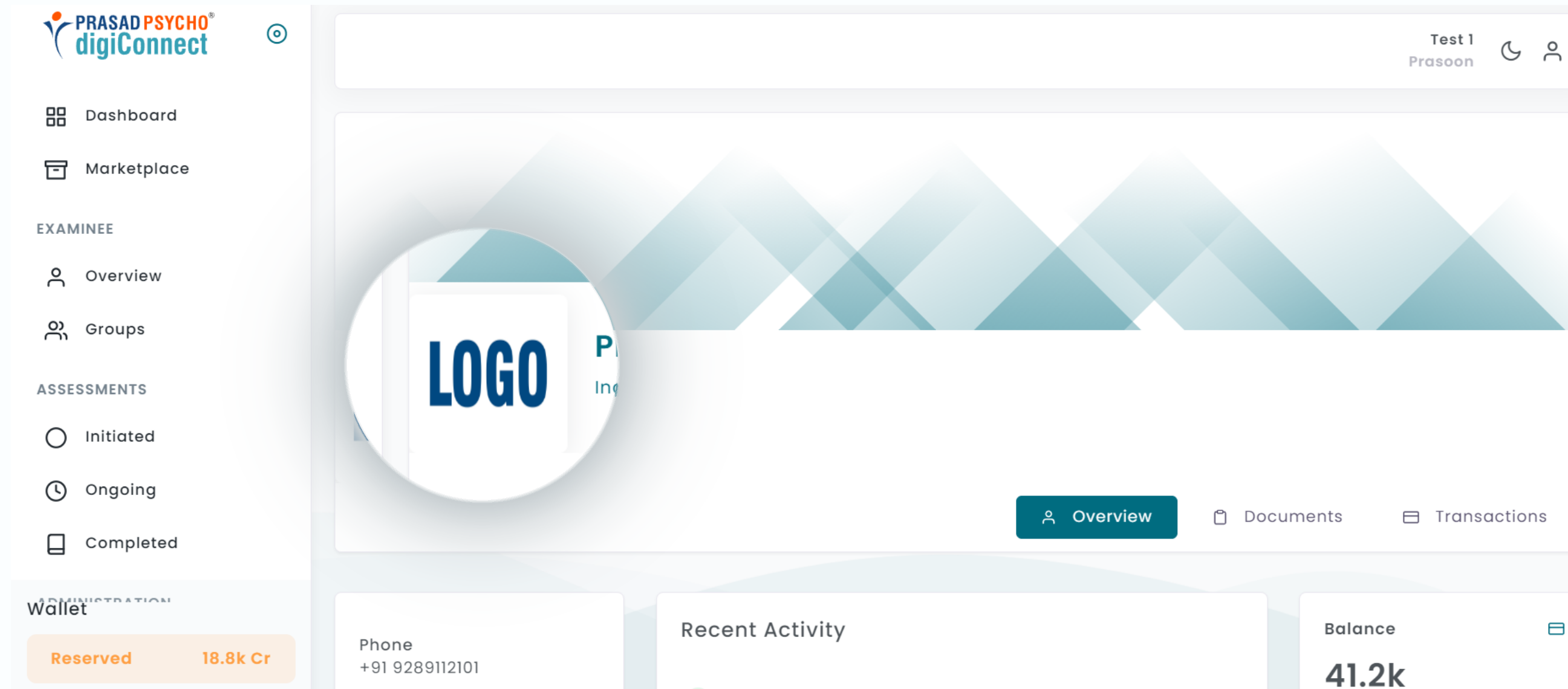




CONT....

## Step 2- Click on the image **Beside Your Name** i.e. the logo

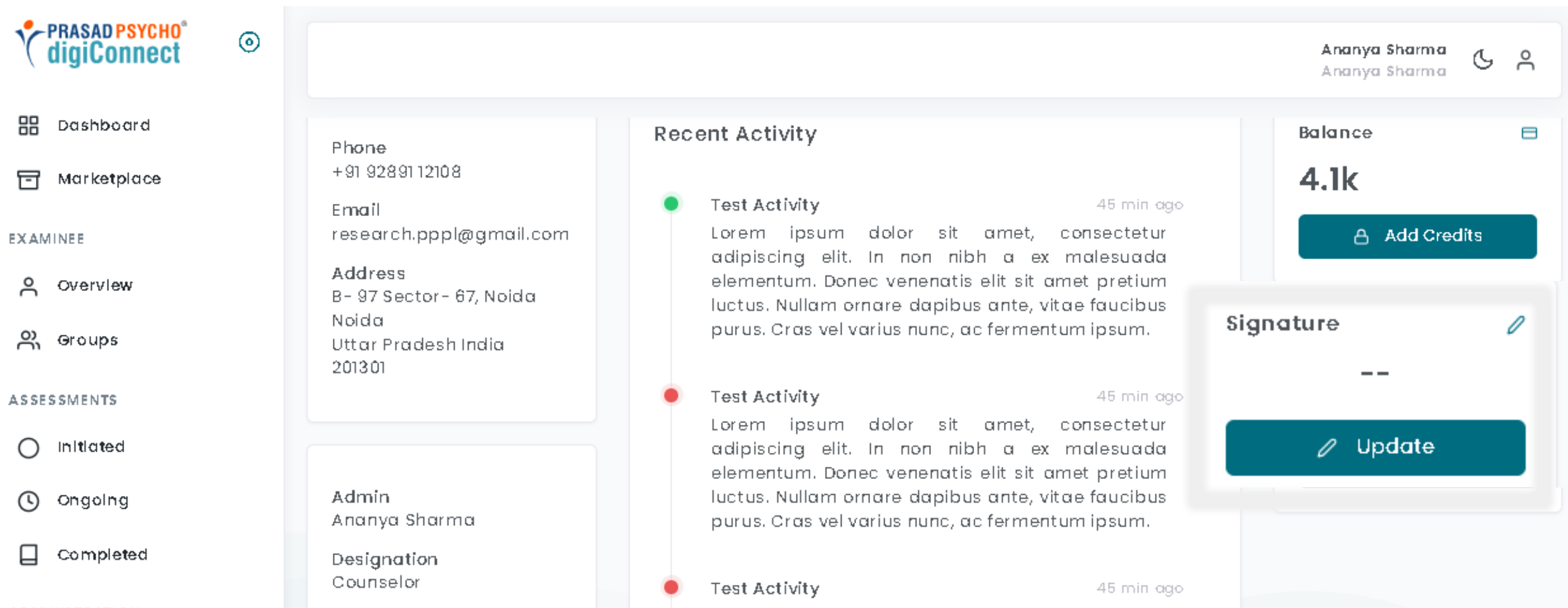
- Then choose a file for your logo within a size of **1MB** in jpg format.
- The dimensions should be **Width (960) Height (628)**



# CONT....

## Step 3- Insert Your Signature

- Below Signature **Update** is written, tap on that and insert your signature within **1 MB** in jpg format.
- The dimensions should be **Width (960) Height (628)**.



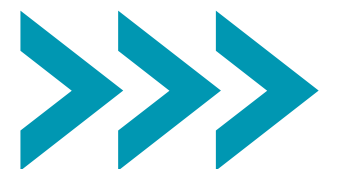
# How to Add Assessors?

Step 1- Go to Assessors Section.

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left sidebar, the 'Assessors' menu item is highlighted with a red circle. The main content area shows the 'Assessors' tab selected, with a search bar and a table of assessor data.

NAME	EMAIL	STATUS
Ananya Sharma	research.pppl@gmail.com	Active

At the bottom of the sidebar, the 'Balance' is shown as 3.7k Cr.



CONT....

## Step 2- Click on Create Record

The screenshot displays the PRASAD PSYCHO digiConnect web application. The left sidebar contains navigation links for Groups, ASSESSMENTS (Initiated, Ongoing, Completed), ADMINISTRATION (Orders, Assessors), and Support Wallet. The main content area shows the 'Assessors' tab with a search bar and a table of assessor records. A callout box with a blue arrow points to a '+' icon in the table's right margin, labeled 'Create Record'.

**PRASAD PSYCHO digiConnect**

Ananya Sharma  
Ananya Sharma

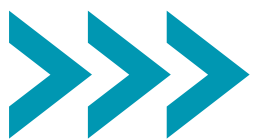
**Assessors** Administrators

Name  Search

<input type="checkbox"/>	NAME	EMAIL	STATUS
<input type="checkbox"/>	Ananya Sharma	research.pppl@gmail.com	Active

10 Entries 1 Total

**Create Record** +



## CONT....

- Add all the details and click on **create**.
- After that you'll be able to see the **assessor**.

The screenshot displays the PRASAD PSYCHO digiConnect web application. On the left is a sidebar with navigation options: Groups, ASSESSMENTS (Initiated, Ongoing, Completed), ADMINISTRATION (Orders, Assessors, Support), and a Wallet section showing 'Reserved' and '1.3k Cr'. The main content area is titled 'Assessors' and 'Administrators'. A 'New Assessor' modal form is open in the center, containing fields for 'First Name' (Aditi), 'Last Name' (Saxena), and 'Email' (researchassistantpppl@gmail.com). A 'Create' button is highlighted with a red arrow. The background shows a table with columns for 'NAME' and 'STATUS', with one entry 'Ananya Sharma' and status 'Active'.

