

Login Process- User who is logging into DigitalSansad Application for the first time

Step 1:

Enter the URL <https://sansad.in/poi>, to land on the Digital Sansad Application.

Step 2:

Click on the Login button present on top right corner of the Parliament of India (POI) landing page. Refer to Fig 1.



Fig 4_Login Button

Step 3:

On clicking the Login button, please enter the requested details like: Email- Id (**Registered Email-Id**), Password (old), Captcha Code (as displayed) and click on "Continue button". Refer to Fig 2.

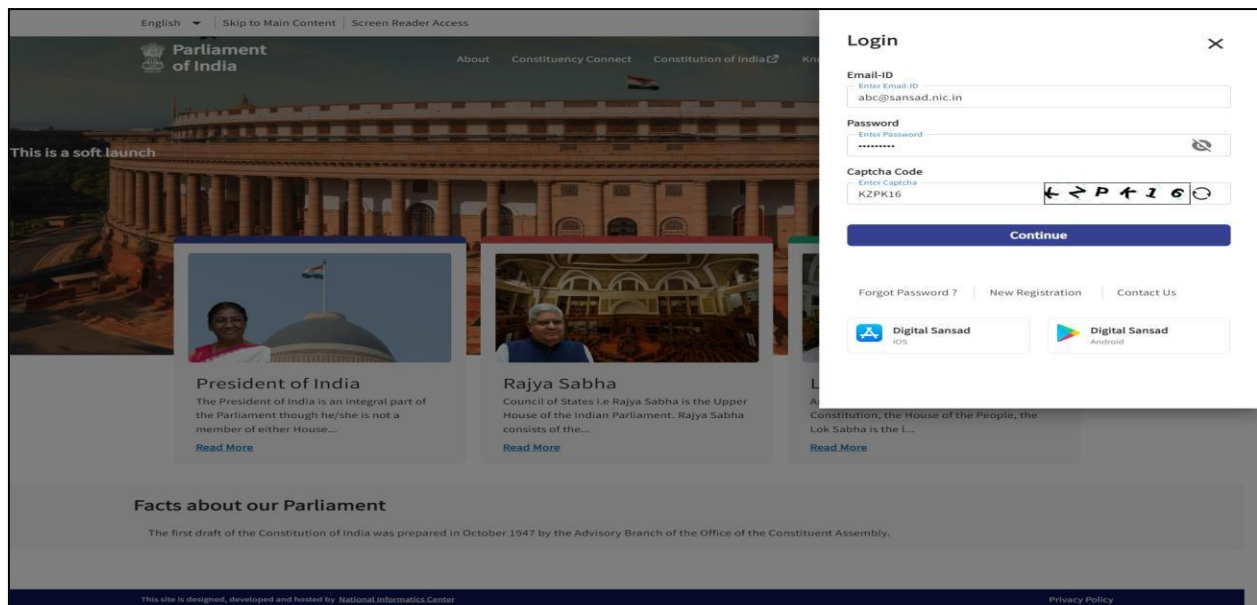


Fig 5_Login Screen with dummy details

Login User Manual

Step 4:

If all the details entered in the previous steps are correct, an OTP will be triggered on the registered mobile number of the user. Refer to Fig 3.

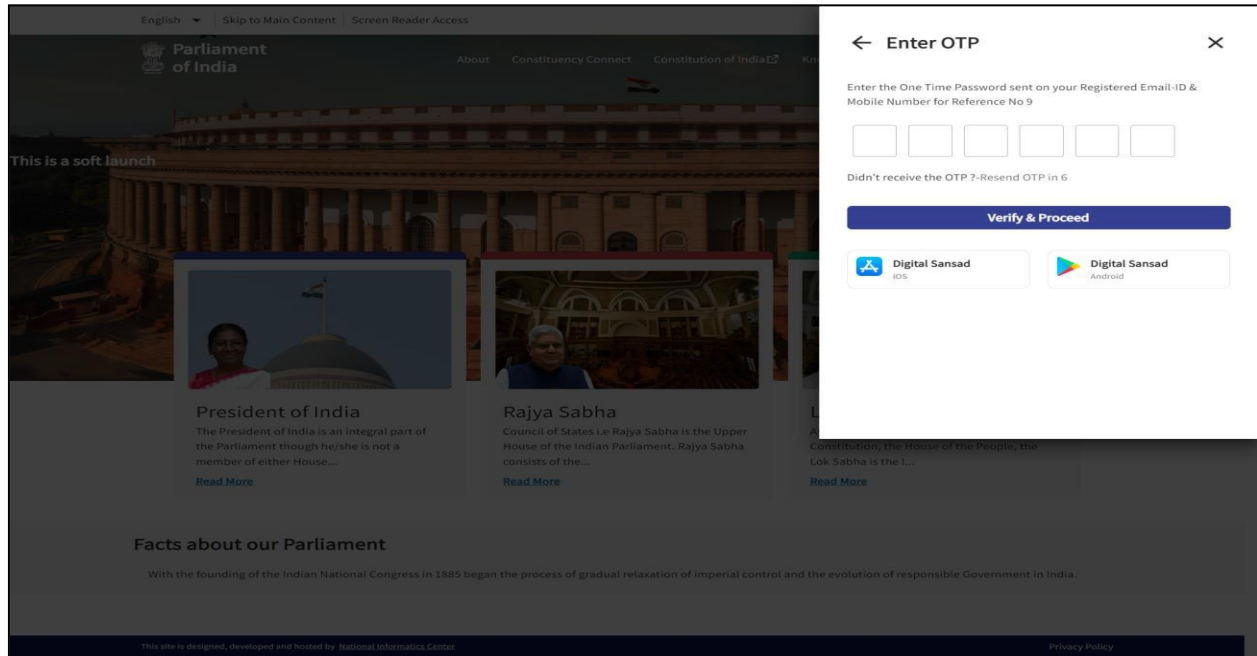


Fig 6_OTP Screen

Step 5:

On entering the correct OTP received on the registered mobile number and clicking on "Continue", user will successfully land on "Set Password screen". Refer to Fig 4.

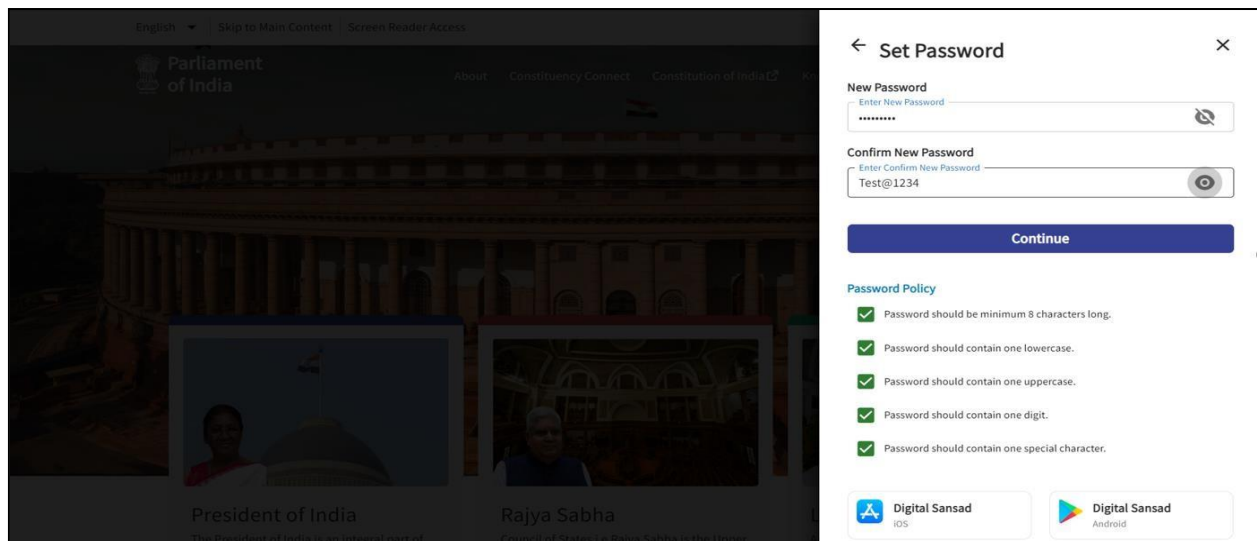


Fig 4_Set Password Screen

Login User Manual

Step 6:

User needs to set the password according to the password policy which is shared on the screen and click on "Continue button". Refer to Fig 5.

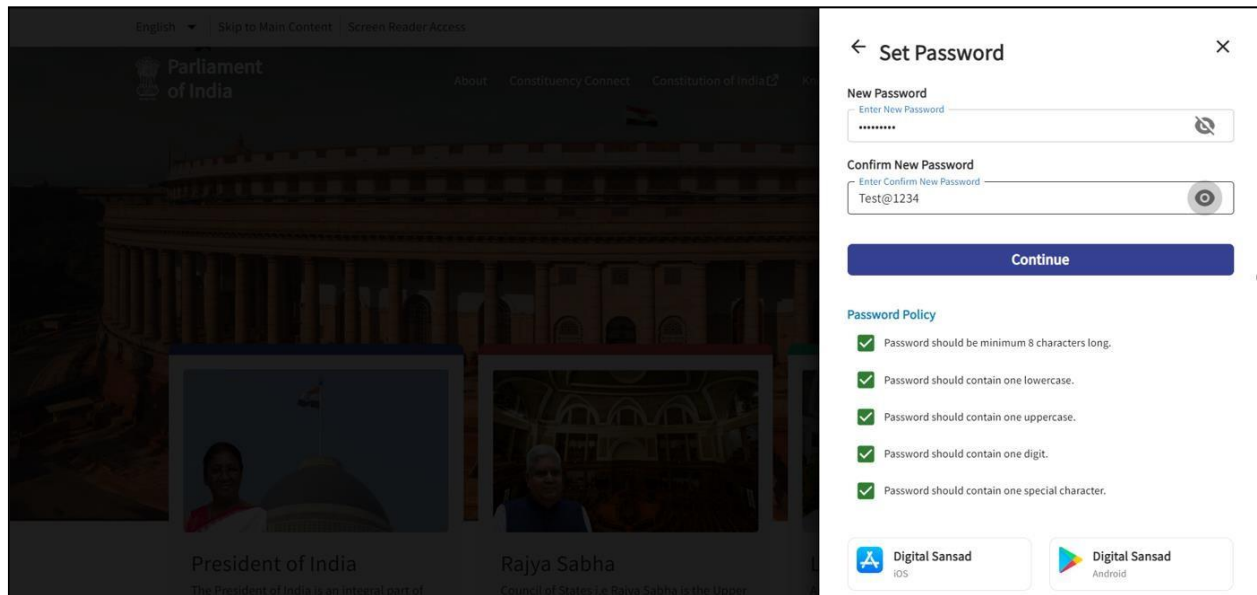


Fig 5_Set Password Screen with dummy details

Step 7:

Once the password is set successfully, user will land on the landing page of Parliament of India landing page with a toast message "Password updated successfully, Please login". User can click on the login button present on the login Page to continue. Refer to Fig 6.

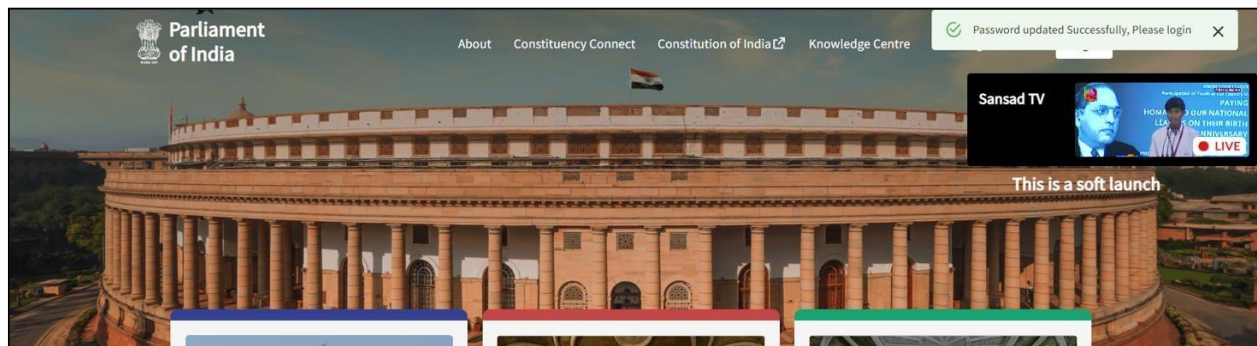


Fig 6_POI Landing Page with a toast message

Login Process- If the user has already logged in Digital Sansad Application Before

Step 1:

Enter the URL <https://sansad.in/poi>, to land on the Digital Sansad Application.

Step 2:

Click on the Login button present on top right corner of the Parliament of India (POI) landing page. Refer to Fig 1.



Fig 1_Login Button

Step 3:

On clicking the Login button, please enter the requested details like: Email- Id (**Registered Email-ID**), Password, Captcha Code (as displayed) and click on "Continue button". Refer to Fig 2.

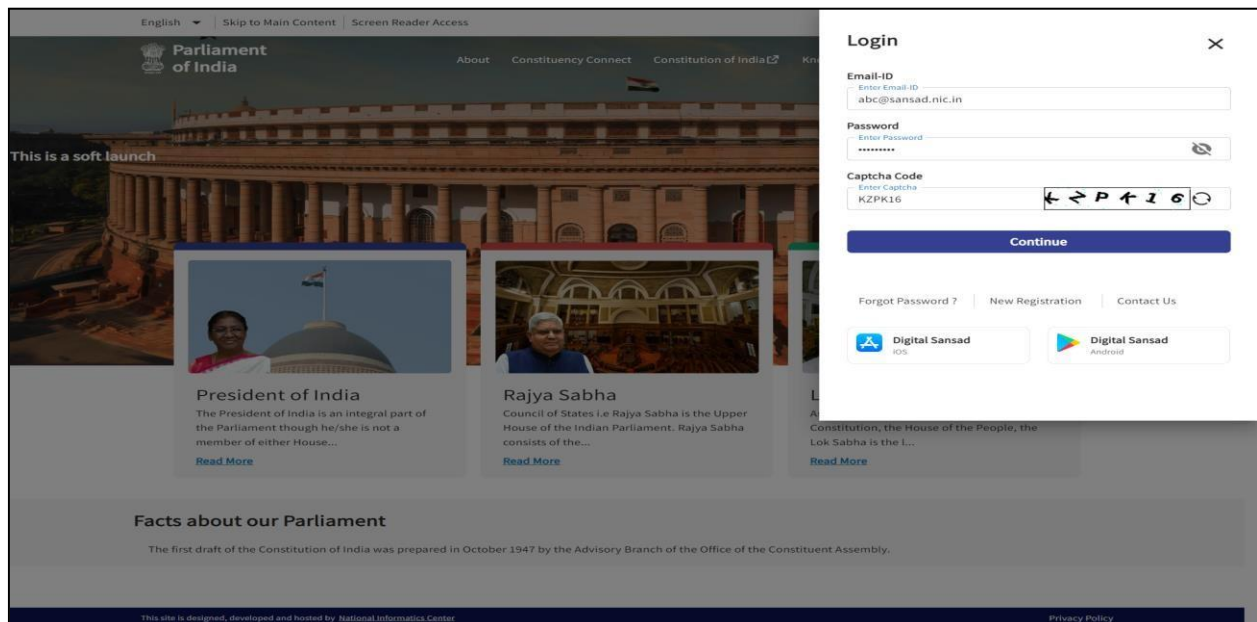


Fig 2_Login Screen with dummy details

Step 4:

If all the details entered in the previous steps are correct, an OTP will be triggered on the registered mobile number of the user. Refer to Fig 3.

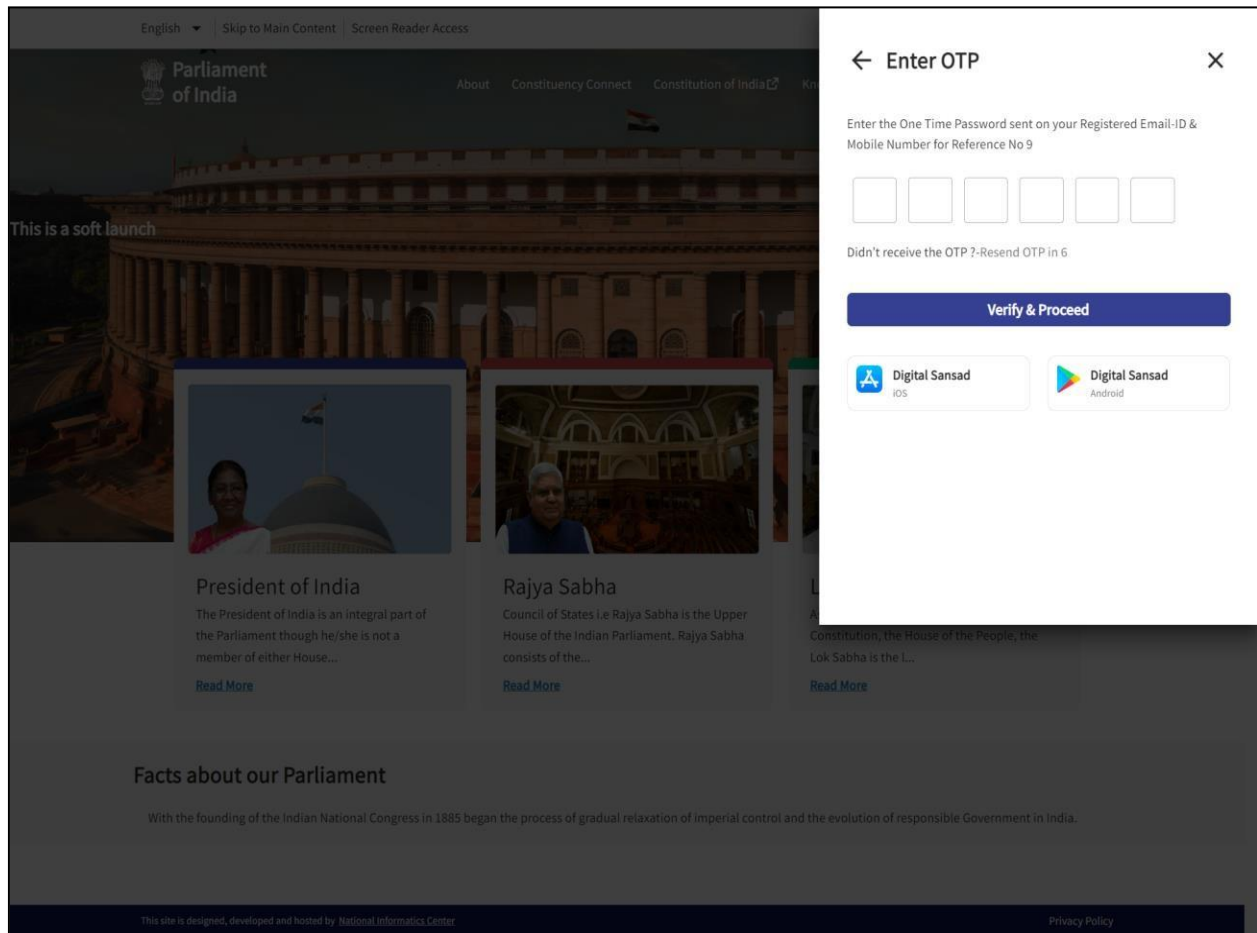


Fig 3_OTP Screen

Step 5:

On entering the correct OTP received on the registered mobile number and clicking on "Verify & Proceed", user will successfully land on his/ her Members portal home page.

Note: In case, if the user does not have Sansad Email Id, please connect with NIC for the same.