

Ginners Seed Cotton Verification

User Manual

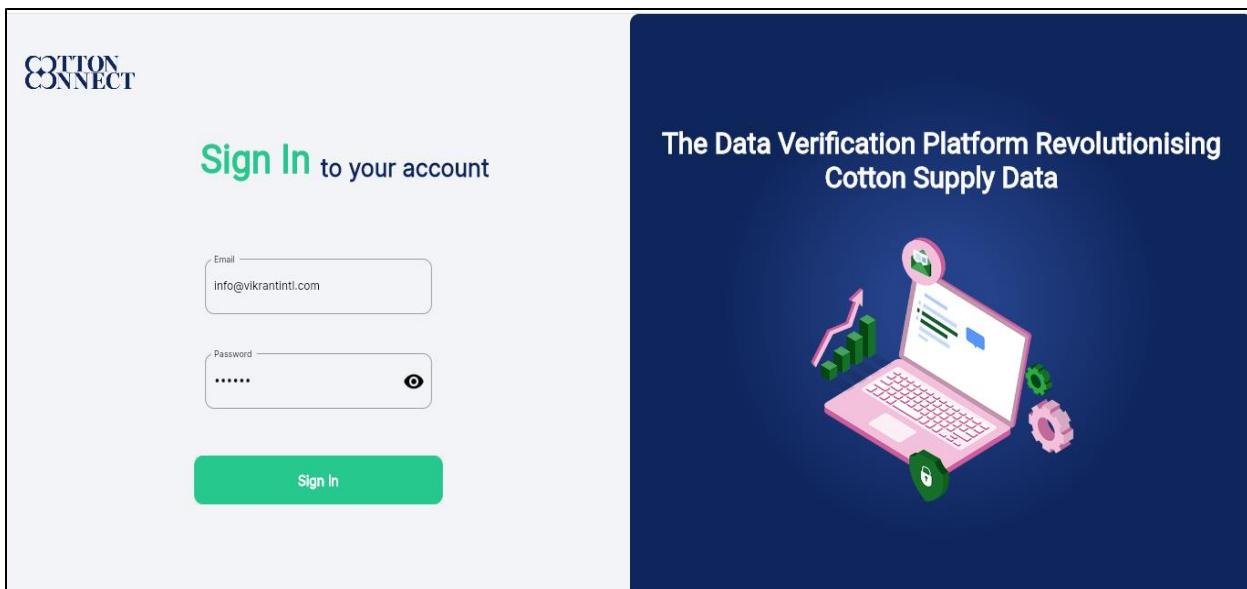
Step 1

- Open a Web Browser Like Chrome or Firefox, and Enter the below URL to the browser to visit the CottonConnect Website:

<https://cottonconnectautomate.com/login>

Step 2

- On the home page, user will see the below sign-in window.
- Enter your user credentials in the form and click on the "Sign In" button.



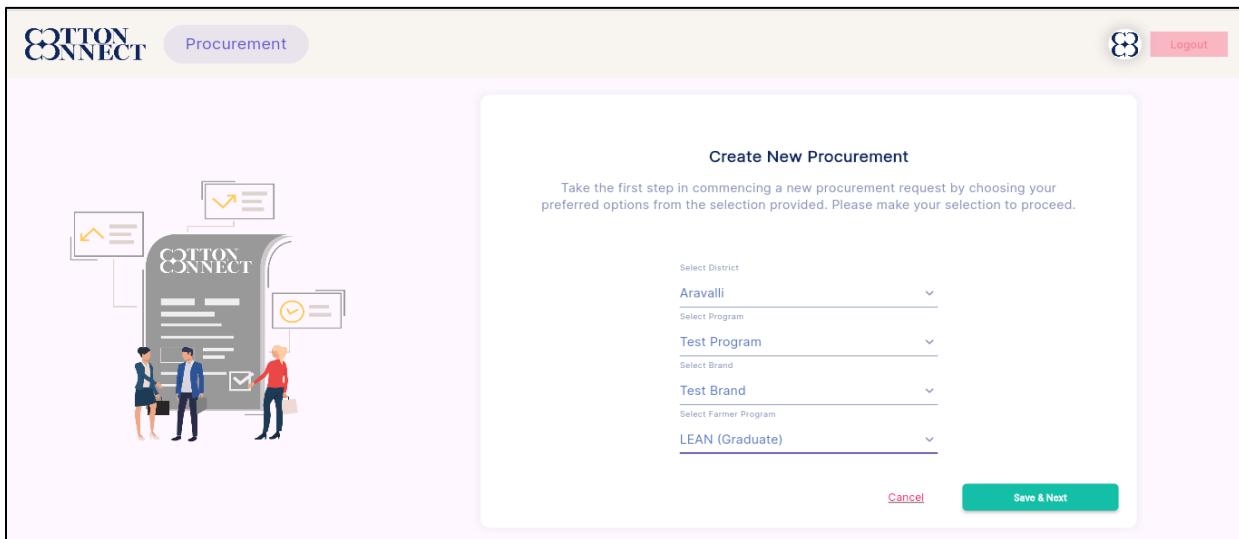
Step 3

- On successful login, user can see the log-in successful alert.
- After the first-time login, user can see the procurement page as shown in below with your Ginning factory name.
- User can start to create procurement request by clicking on "Create New Request" tab.



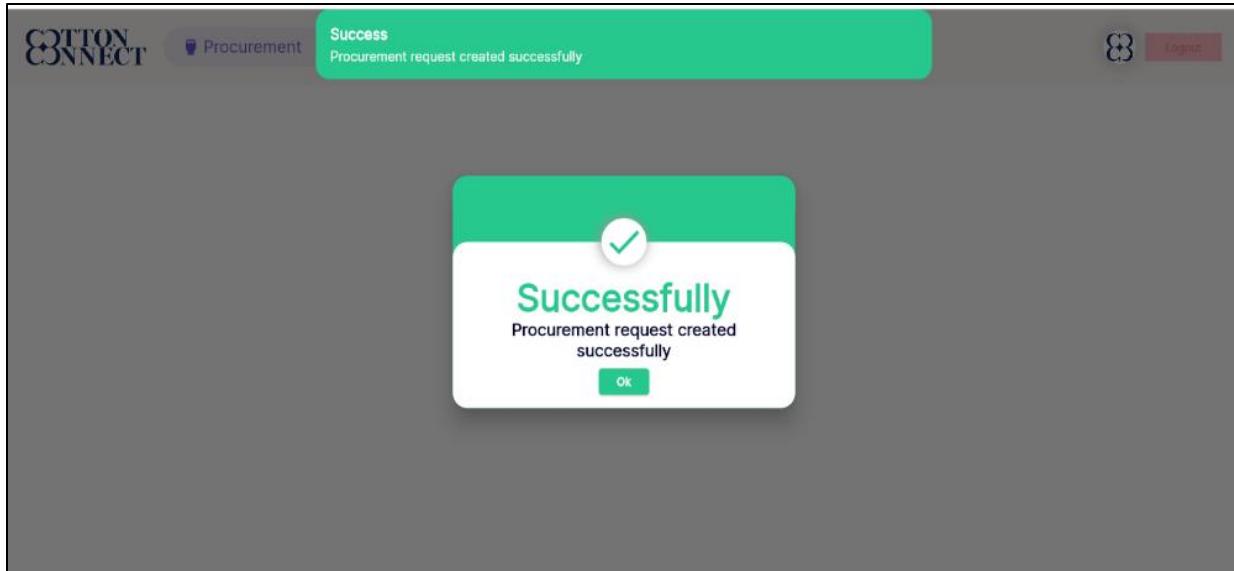
Step 4

- After clicking on 'Create New Request' tab, the below shown window will open.
- To create 'new procurement requests,' user can select assigned district, programme, and brand from the drop-down lists.
- After entering all proper details, click on the "Save & Next" tab.



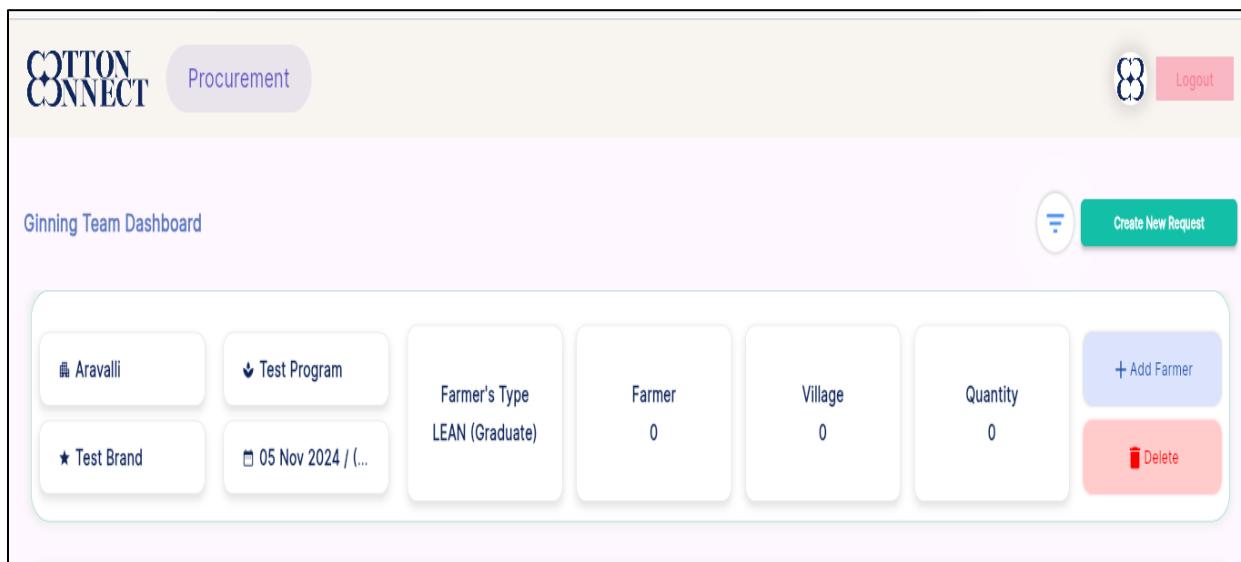
Step 5

- Now user can see the 'Procurement request created successfully' alert as shown below.



Step 6

- After clicking on the "OK" tab on the 'Procurement request created successfully' alert
- User can see the below page with newly created request and chosen details like district, programme, brand, and date of procurement request created
- User can now click on the "Add Farmer" tab to add farmers for procurement, or can delete this request if user want by clicking on the "Delete" tab



Step 7

- After clicking on the “Add Farmer” tab, the below page will open.
- User can download the ‘Seed Cotton Procurement’ template; an Excel file will be downloaded to user device.
- User can enter the farmer’s procurement details in the downloaded Excel file and save the file on your device (don’t change format /don’t add new column or edit headings)

Step 8

- User can upload procurement data by clicking on ‘Upload Seed Cotton Procurement Data Sheet’ option

Note: Only data files as per the given template can be uploaded.

Step 9

- If the data file is as per the format, the 'farmer uploaded successfully' alert will appear.
- Now user can see all added farmer procurement data.
- User can edit individual farmer data by clicking on three dots in the action column. User can also select individual or all farmers on that page if want to delete farmers

		Test Ginner Gujarat	
<h2>Procurement Details</h2>			
 Download Seed Cotton Procurement Template	 Upload Seed Cotton Procurement Data Sheet	 Add Farmer Seed Cotton Procurement Data	<input checked="" type="checkbox"/> Final Submit
Test Brand	Test Program	2023-2024	IND
Brand	Program	Season	Country
Gujarat	Aravalli	Test Ginner...	
State	District	Ginner	
Qty. Purchased (Kg)	Rate		
Farmer Name	Farmer Code		
Village			
Taluka/Block/Tehsil			
Date			
Action			

Step 10

- User also can use other options to add individual farmers from specific villages
- Click on the “Add Farmer Seed Cotton Procurement Data” tab.

COTTON CONNECT

Test Ginner Gujarat

Procurement Details [Exit](#)

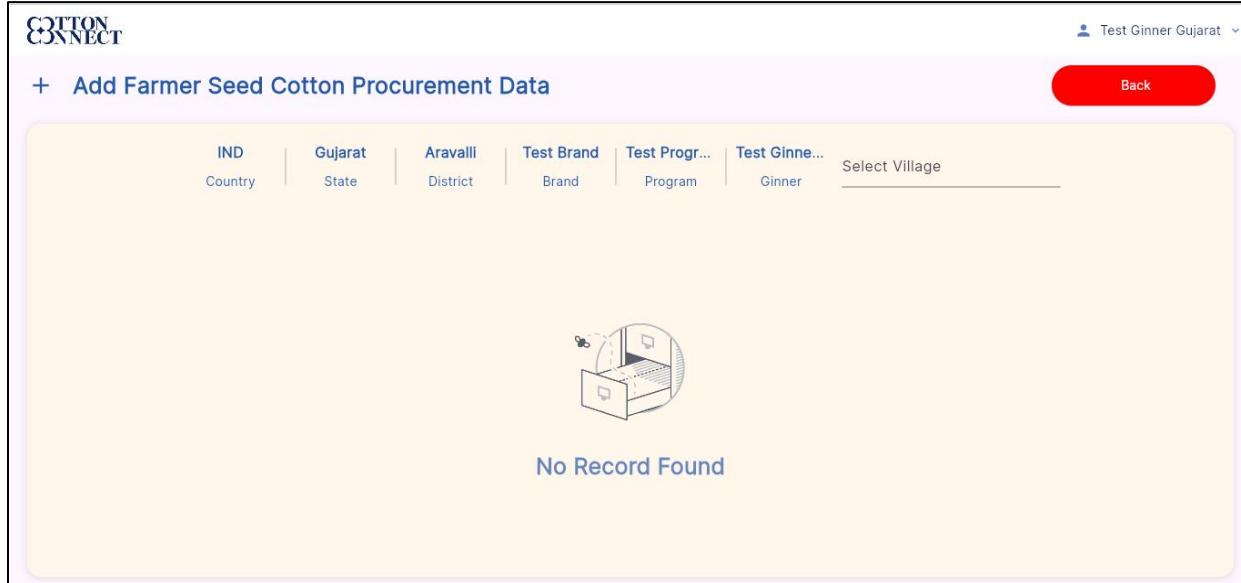
[Download Seed Cotton Procurement Template](#) [Upload Seed Cotton Procurement Data Sheet](#) [Add Farmer Seed Cotton Procurement Data](#)



No Record Found

Step 11

- Add Farmer Seed Cotton Procurement Data page will open



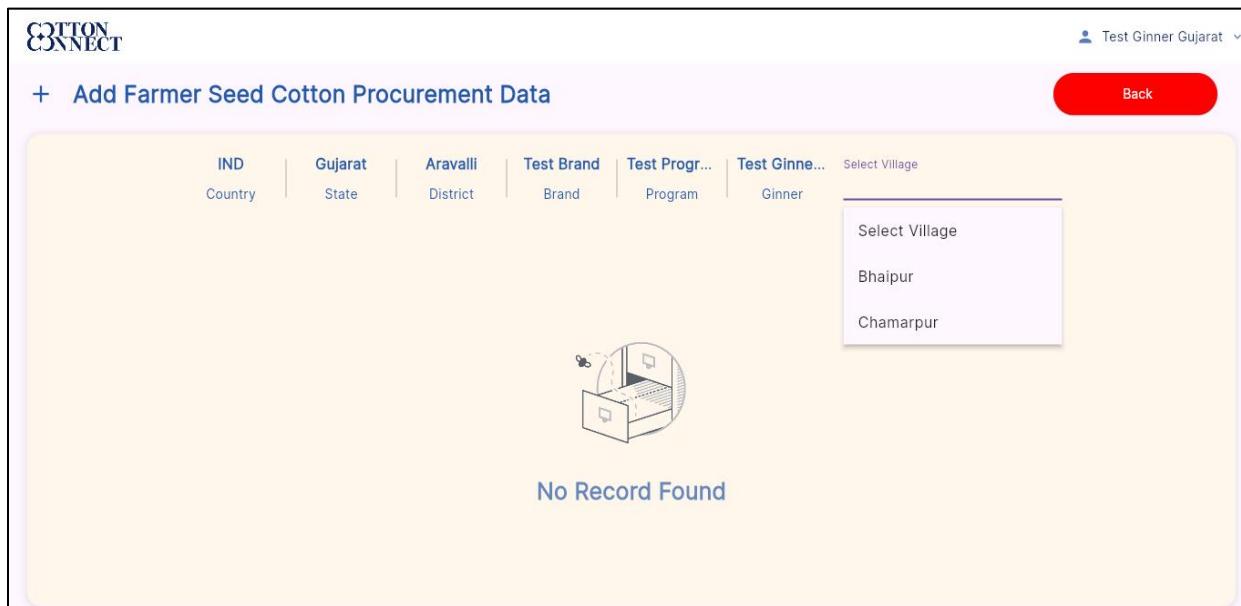
+ Add Farmer Seed Cotton Procurement Data

IND Country | Gujarat State | Aravalli District | Test Brand Brand | Test Program Program | Test Ginner Ginner | Select Village

No Record Found

Step 12

- User can now select the village from which he wants to add farmers for procurement.



+ Add Farmer Seed Cotton Procurement Data

IND Country | Gujarat State | Aravalli District | Test Brand Brand | Test Program Program | Test Ginner Ginner | Select Village

Select Village

Bhaipur

Chamarpur

No Record Found

Step 13

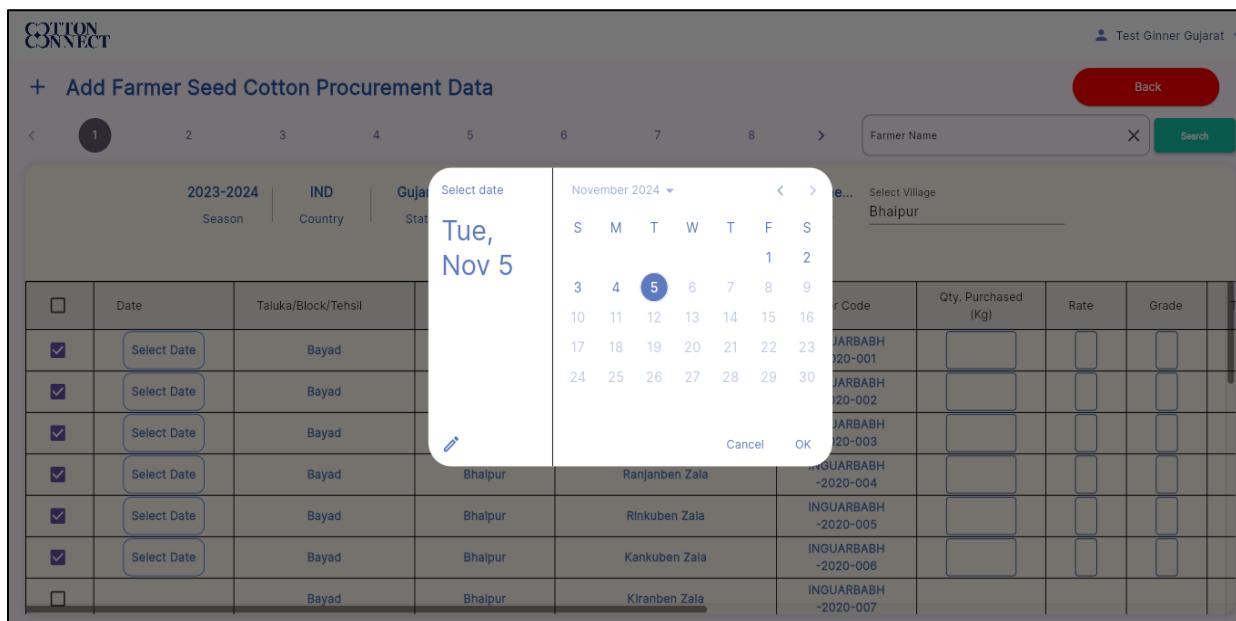
- After selecting the village from the drop-down list, the farmer list will be visible for the selected village.
- User can see the checkboxes in front of every farmer entry. So, user can choose the multiple farmers as per procurement to add to the request using the checkboxes.



The screenshot shows a table with columns: Date, Taluka/Block/Tehsil, Village, Farmer Name, Farmer Code, Qty. Purchased (Kg), Rate, Grade, and Total Amount. The table lists farmers from Bhalpur: Madhuben Zala, Kallashben Zala, Kokilaben Zala, Ranjanben Zala, Rinkuben Zala, Kankuben Zala, and Kiranben Zala. Each row has a checkbox in the first column.

Step 14

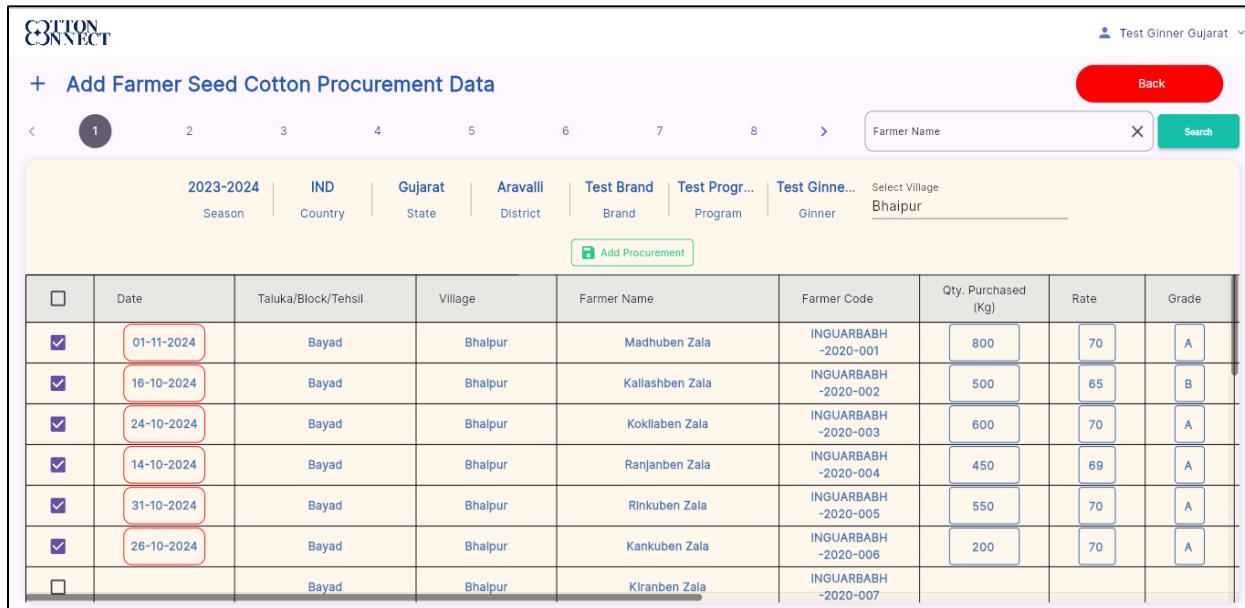
- After selecting the farmers, user can now enter the date of procurement for each farmer



The screenshot shows the same table as Step 13, but with a date picker overlay for the 5th of November 2024. The date picker shows the month of November 2024 with the 5th highlighted. The table rows now have 'Select Date' buttons instead of checkboxes. The 'Farmer Name' column shows the village 'Bhalpur' for all rows.

Step 15

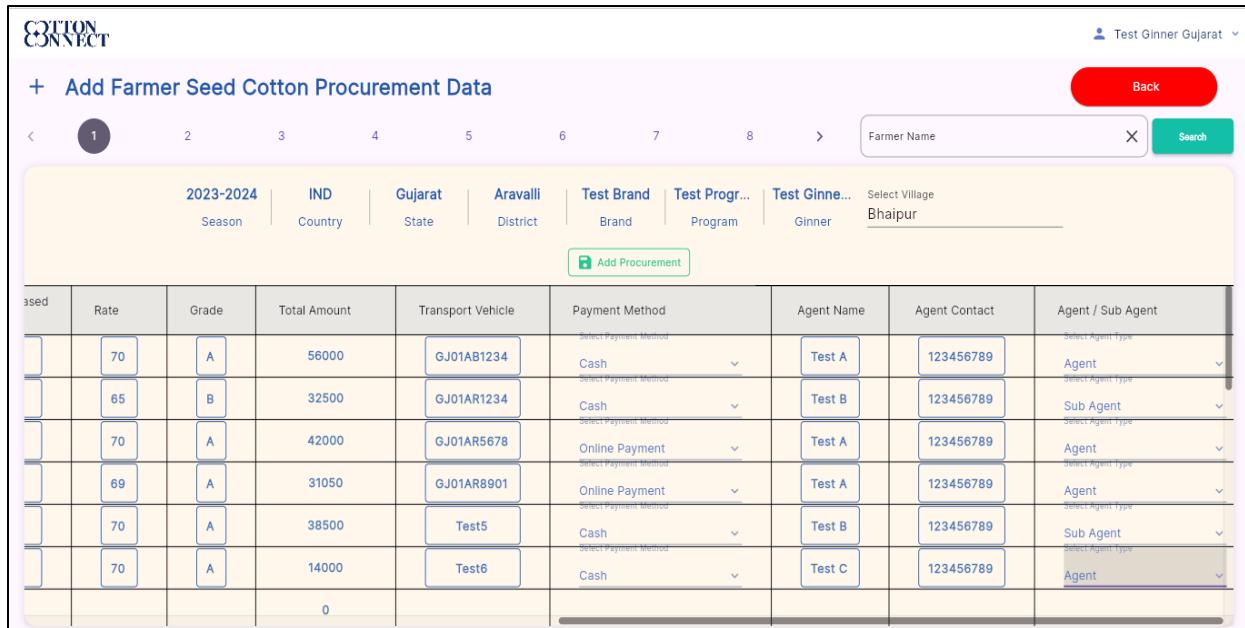
- Select dates as seen below, and then enter the seed cotton quantity purchased (kg) rate, grade etc



Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code	Qty. Purchased (Kg)	Rate	Grade
01-11-2024	Bayad	Bhalpur	Madhuben Zala	INGUARBABH-2020-001	800	70	A
16-10-2024	Bayad	Bhalpur	Kallashben Zala	INGUARBABH-2020-002	500	65	B
24-10-2024	Bayad	Bhalpur	Kokilaben Zala	INGUARBABH-2020-003	600	70	A
14-10-2024	Bayad	Bhalpur	Ranjanben Zala	INGUARBABH-2020-004	450	69	A
31-10-2024	Bayad	Bhalpur	Rinkuben Zala	INGUARBABH-2020-005	550	70	A
26-10-2024	Bayad	Bhalpur	Kankuben Zala	INGUARBABH-2020-006	200	70	A
	Bayad	Bhalpur	Kiranben Zala	INGUARBABH-2020-007			

Step 16

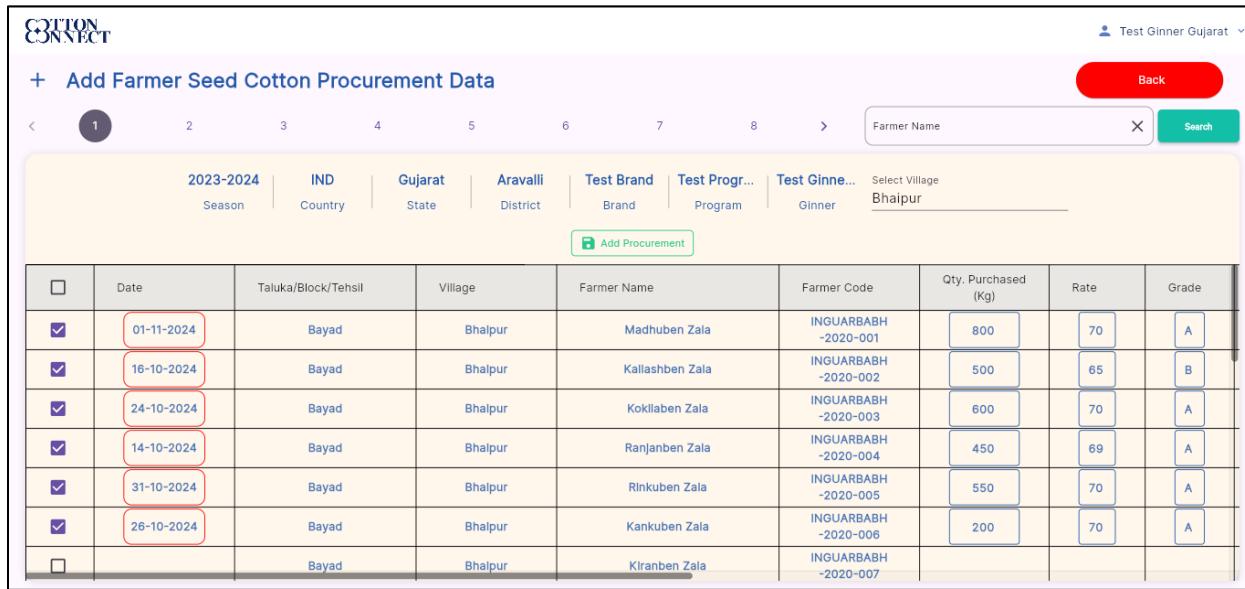
- Also, enter the details like transport vehicle, payment method, agent name, agent contact number, agent type from drop-down.



Rate	Grade	Total Amount	Transport Vehicle	Payment Method	Agent Name	Agent Contact	Agent / Sub Agent
70	A	56000	GJ01AB1234	Cash	Test A	123456789	Agent
65	B	32500	GJ01AR1234	Cash	Test B	123456789	Sub Agent
70	A	42000	GJ01AR5678	Online Payment	Test A	123456789	Agent
69	A	31050	GJ01AR8901	Online Payment	Test A	123456789	Agent
70	A	38500	Test5	Cash	Test B	123456789	Sub Agent
70	A	14000	Test6	Cash	Test C	123456789	Agent
		0					

Step 17

- After entering all the details and selecting farmers, the 'Add Procurement' tab will appear, click on the tab to add procurement.



	Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code	Qty. Purchased (Kg)	Rate	Grade
<input checked="" type="checkbox"/>	01-11-2024	Bayad	Bhalpur	Madhuben Zala	INGUARBABH-2020-001	800	70	A
<input checked="" type="checkbox"/>	16-10-2024	Bayad	Bhalpur	Kallashben Zala	INGUARBABH-2020-002	500	65	B
<input checked="" type="checkbox"/>	24-10-2024	Bayad	Bhalpur	Kokilaben Zala	INGUARBABH-2020-003	600	70	A
<input checked="" type="checkbox"/>	14-10-2024	Bayad	Bhalpur	Ranjanben Zala	INGUARBABH-2020-004	450	69	A
<input checked="" type="checkbox"/>	31-10-2024	Bayad	Bhalpur	Rinkuben Zala	INGUARBABH-2020-005	550	70	A
<input checked="" type="checkbox"/>	26-10-2024	Bayad	Bhalpur	Kankuben Zala	INGUARBABH-2020-006	200	70	A
<input type="checkbox"/>		Bayad	Bhalpur	Kiranben Zala	INGUARBABH-2020-007			

Step 18

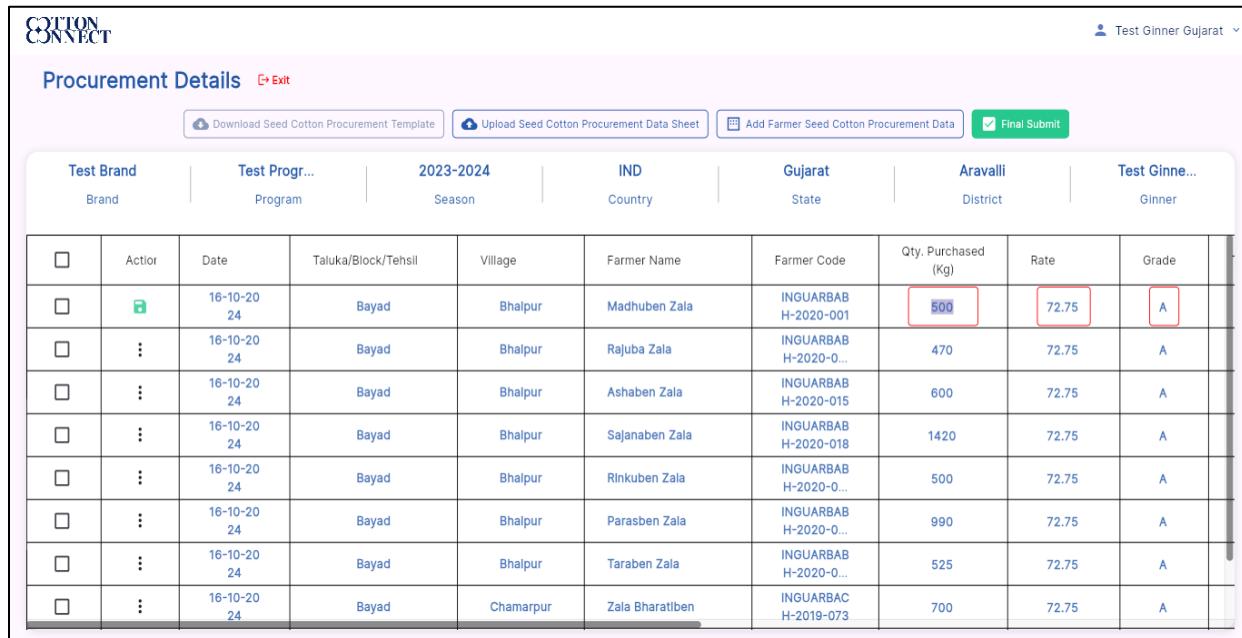
- Procurement data will be added, here you can also edit individual farmer's data, by clicking on the 'edit' button from three dots under the action columns.



Test Brand Brand	Test Prog... Program	2023-2024 Season	IND Country	Gujarat State	Aravalli District	Test Ginne... Ginner			
<input type="checkbox"/>	Action	Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code	Qty. Purchased (Kg)	Rate	Grade
<input type="checkbox"/>	Edit	6-10-2024	Bayad	Bhalpur	Madhuben Zala	INGUARBABH-2020-001	500	72.75	A
<input type="checkbox"/>	Delete	6-10-2024	Bayad	Bhalpur	Rajuba Zala	INGUARBABH-2020-0...	470	72.75	A
<input type="checkbox"/>	⋮	6-10-2024	Bayad	Bhalpur	Ashaben Zala	INGUARBABH-2020-015	600	72.75	A
<input type="checkbox"/>	⋮	16-10-2024	Bayad	Bhalpur	Sajanaben Zala	INGUARBABH-2020-018	1420	72.75	A
<input type="checkbox"/>	⋮	16-10-2024	Bayad	Bhalpur	Rinkuben Zala	INGUARBABH-2020-0...	500	72.75	A
<input type="checkbox"/>	⋮	16-10-2024	Bayad	Bhalpur	Parasben Zala	INGUARBABH-2020-0...	990	72.75	A
<input type="checkbox"/>	⋮	16-10-2024	Bayad	Bhalpur	Taraben Zala	INGUARBABH-2020-0...	525	72.75	A
<input type="checkbox"/>	⋮	16-10-2024	Bayad	Chamarpur	Zala Bharatiben	INGUARBARC-2019-073	700	72.75	A

Step 19

- Edit the details if required and click on the 'save' button under the action column



Test Brand		Test Prog...		2023-2024		IND	Gujarat	Aravalli	Test Ginne...
Brand	Program	Season	Country	State	District	Ginner			
<input type="checkbox"/>	Actor	Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code	Qty. Purchased (Kg)	Rate	Grade
<input type="checkbox"/>		16-10-20 24	Bayad	Bhalpur	Madhuben Zala	INGUARBAB H-2020-001	500	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Rajuba Zala	INGUARBAB H-2020-0...	470	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Ashaben Zala	INGUARBAB H-2020-015	600	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Sajanaben Zala	INGUARBAB H-2020-018	1420	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Rinkuben Zala	INGUARBAB H-2020-0...	500	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Parasben Zala	INGUARBAB H-2020-0...	990	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Taraben Zala	INGUARBAB H-2020-0...	525	72.75	A
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Chamarpur	Zala Bharatiben	INGUARBAC H-2019-073	700	72.75	A

Step 20

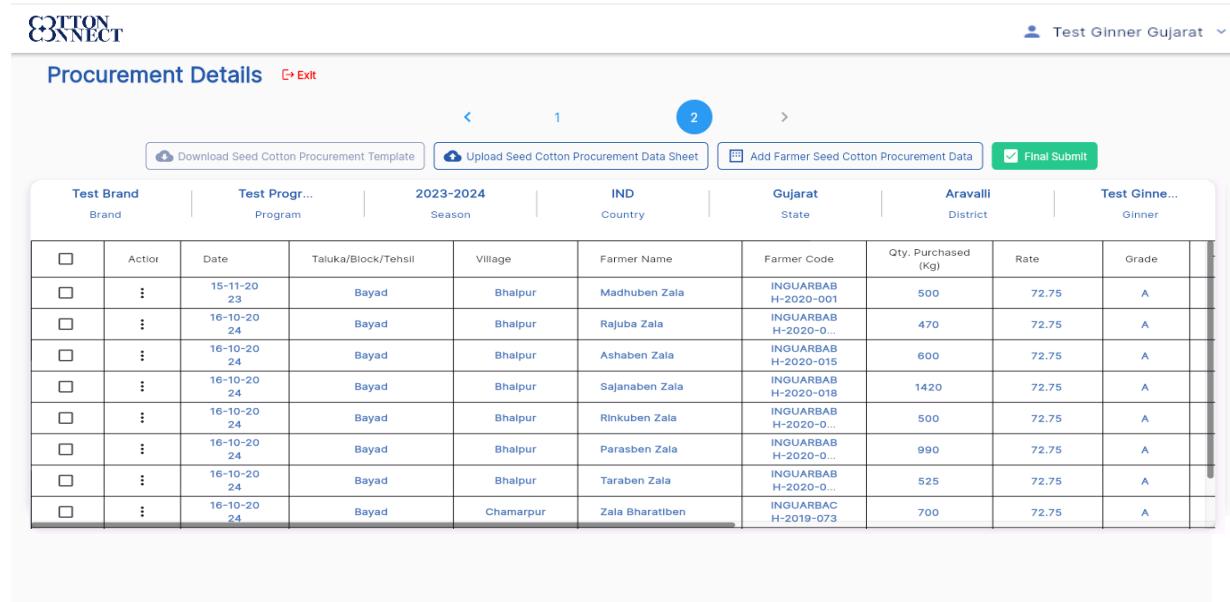
- User can also select the farmers to delete the entries.



Test Brand		Test Prog...		2023-2024		IND	Gujarat	Aravalli	Test Ginne...
Brand	Program	Season	Country	State	District	Ginner			
<input checked="" type="checkbox"/>	Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code	Qty. Purchased (Kg)	Rate	Grade	Total Amount
<input checked="" type="checkbox"/>	15-11-20 23	Bayad	Bhalpur	Madhuben Zala	INGUARBAB H-2020-001	500	72.75	A	36375
<input checked="" type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Rajuba Zala	INGUARBAB H-2020-0...	470	72.75	A	34192.5
<input checked="" type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Ashaben Zala	INGUARBAB H-2020-015	600	72.75	A	43650
<input type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Sajanaben Zala	INGUARBAB H-2020-018	1420	72.75	A	103305
<input type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Rinkuben Zala	INGUARBAB H-2020-0...	500	72.75	A	36375
<input type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Parasben Zala	INGUARBAB H-2020-0...	990	72.75	A	72022.5
<input type="checkbox"/>	16-10-20 24	Bayad	Bhalpur	Taraben Zala	INGUARBAB H-2020-0...	525	72.75	A	38193.75
<input type="checkbox"/>	16-10-20 24	Bayad	Chamarpur	Zala Bharatiben	INGUARBAC H-2019-073	700	72.75	A	50925

Step 21

- User can check farmers by clicking on page numbers. On each page, 30 farmers will appear.
- User can now finally submit your procurement request by clicking on “Final Submit” button



Procurement Details [Exit](#)

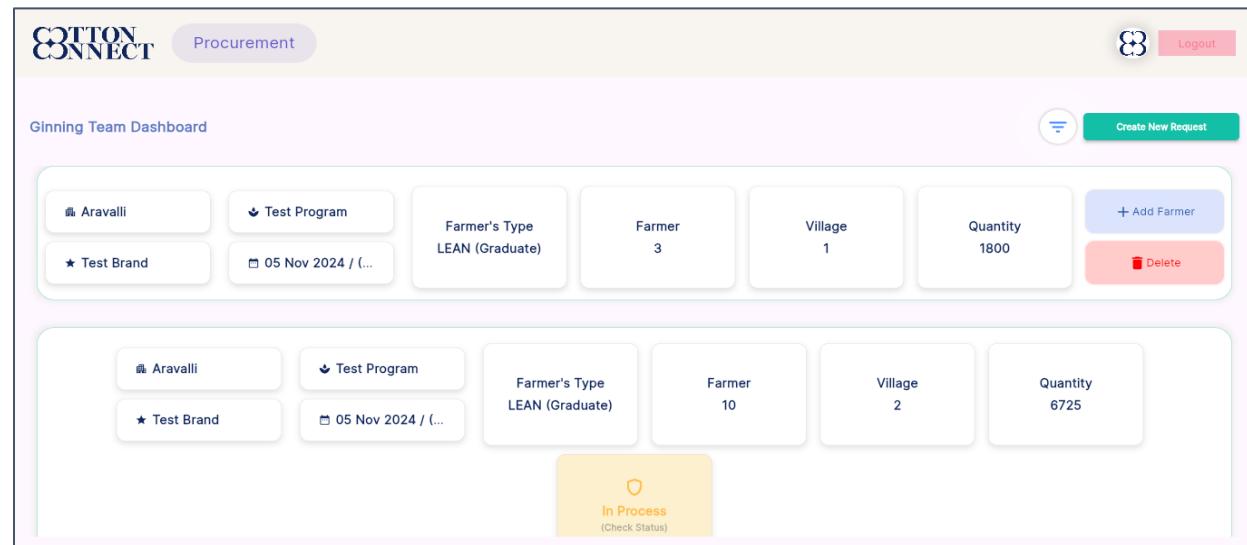
1 2

[Download Seed Cotton Procurement Template](#) [Upload Seed Cotton Procurement Data Sheet](#) [Add Farmer Seed Cotton Procurement Data](#) Final Submit

Test Brand Brand	Test Prog... Program	2023-2024 Season	IND Country	Gujarat State	Aravalli District	Test Ginner... Ginner
<input type="checkbox"/>	Action	Date	Taluka/Block/Tehsil	Village	Farmer Name	Farmer Code
<input type="checkbox"/>	⋮	15-11-20 23	Bayad	Bhalpur	Madhuben Zala	INGUARBAB H-2020-001
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Rajuba Zala	INGUARBAB H-2020-0...
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Ashaben Zala	INGUARBAB H-2020-015
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Sajanaben Zala	INGUARBAB H-2020-018
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Rinkuben Zala	INGUARBAB H-2020-0...
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Parasben Zala	INGUARBAB H-2020-0...
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Bhalpur	Taraben Zala	INGUARBAB H-2020-0...
<input type="checkbox"/>	⋮	16-10-20 24	Bayad	Chamarpur	Zala Bharatiben	INGUARBAC H-2019-073

Step 22

- After successful submission, the procurement dashboard will appear, showing all your procurement requests and their status.
- On the dashboard user can start new request or Logout from account as per requirement



Ginning Team Dashboard

[Create New Request](#)

Aravalli	Test Program	Farmer's Type LEAN (Graduate)	Farmer 3	Village 1	Quantity 1800	+ Add Farmer
★ Test Brand	05 Nov 2024 / (...)					Delete

Aravalli	Test Program	Farmer's Type LEAN (Graduate)	Farmer 10	Village 2	Quantity 6725
★ Test Brand	05 Nov 2024 / (...)				

 In Process
(Check Status)

For any queries or clarifications on seed cotton verification platform and its functionalities

please write to us at:

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anil.dwivedi@cottonconnect.org

Copy and reach out for escalation

pramod.sonune@cottonconnect.org