To

The Principal Secretaries/Secretaries, Department of Social Welfare/Women & Child Development, all States/UTs of India

Subject:- Guidelines for e-ILA or e-Incremental Learning Approach modules on Nutrition and Early Childhood Education (ECE) under POSHAN Abhiyaan the PM’s Overarching Scheme for Holistic Nourishment.

Sir/Madam,

This is regarding User’s Manual of e-Incremental Learning Approach under POSHAN Abhiyaan.

2. e-ILA are online thematic training modules on Nutrition and Early Childhood Education (ECE) developed to support the worker to improve their knowledge and skills in an ongoing, incremental and a cascading manner.

3. In addition to providing easily accessible and interactive online content for revision and recall, the e-ILA modules allow for self-paced learning, helping AWWs develop practical job skills, a clear grasp of programmatic and thematic priorities. With a knowledge assessment built-in at the end of each module, it provides immediate feedback to the AWW motivating her to improve herself and follows up at the end of the month to assess actions taken by the AWW based on the ILA modules completed.

4. This User manual for e-ILA provides essential information for the users to use e-ILA learning portal and mobile applications. It includes detailed description with step-by-step instructions and screenshots for accessing different features and functionalities available in the Portal User’s manual.

5. States/UTs are requested to roll-out e-ILA at the earliest for the benefit of all the functionaries.

6. States and UTs should use this User’s manual for clarifying any doubts. User’s manuals and other details can also be accessed through the portal on the link http://www.e-ila.gov.in.

Yours sincerely,

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Introduction

The Integrated Child Development Services (ICDS) Scheme is the foremost symbol of the country's commitment to its children, pregnant women and nursing mothers and seeks to break the vicious cycle of malnutrition, morbidity and mortality. The success of the program to a large extent rests on village level field functionaries or Anganwadi Workers (AWWs), who are in direct contact with the program’s beneficiaries. To support the AWWs deliver services in a timely, efficient and effective manner, the Ministry of Women and Child Development, provides rigorous inception training to AWWs at the time of their joining. While this training is critical and imparts knowledge, there are inherent challenges in translating knowledge into effective and consistent action. With the launch of e-ILA, the Ministry of Women and Child Development aims to tap the potential of technology to address this challenge.

About the portal

e-ILA or e-Incremental Learning Approach are online thematic modules on Nutrition and Early Childhood Education (ECE) developed to support the worker improve their knowledge and skills in an ongoing, incremental manner. In addition to providing easily accessible and interactive online content for revision and recall, the e-ILA modules allow for self-paced learning, helping AWWs develop practical job skills and a clear and grasp of programmatic and thematic priorities. With a knowledge assessment built-in at the end of each module, it provides immediate feedback to the AWW motivating her to improve herself and follows up at the end of the month to assess actions taken by the AWW based on the IL modules completed.

Purpose of User Manual

This User manual for e-ILA provides essential information for the users to use e-ILA Learning Portal and Mobile App. It includes detailed description with step-by-step instructions and screenshots for accessing different features and functionalities available in the Portal.
Web Learners Guide

- To access the portal click on the link http://www.e-ila.gov.in

Homepage:

- To access the various features of the portal you should login with valid credentials.
1. **Step 1:** Username and Password dialog box will be displayed in the homepage.

2. **Step 2:** Enter your “Username” and “Password.”

3. **Step 3:** Enter the text in the field as is displayed in the captcha image.

4. **Step 4:** Click “Refresh” for new captcha image.

5. **Step 5:** Press Enter or click “SIGN IN” button.

On successful login the following Main page is displayed which shows two icons, one to access modules on Nutrition and the other on ECE.

- **Step 1:** Click on Nutrition icon to view the list of modules available as shown below.
Step 1: Click “Course Name” to start the course

- On clicking the Course Name, all the modules of the course are listed with the status
The module status is defined as below for reference:

- □ - Indicates that the course is not started
- ✗ - Indicates that the course is partially completed

On clicking the module name link, you will be directed to the course page. This will open in new pop up window.
1. Course Name – Displays the name of the Course which is selected
2. Topic Title – Displays the name of the module
3. Course Index – Displays the list of modules in the Course
4. Help – More details about the Course is mentioned
5. Glossary – Lists the meanings of the words used in the Course
6. Audio transcript – Enables printed version of the Audio
7. Close – For ending and closing the window
8. Slide Number – Indicates the current Module number
9. Previous – For navigating to previous page
10. Next – For navigating to next
11. Volume
12. play/pause
On completing or closing the course, the following page is displayed.

1. Click “Main Page” to go to the Homepage.

2. To read a different course, identify and select the course from the list displayed.

3. To continue with the existing course click the link to return to the Course page.

4. To log out from the portal, click on “Username” and click “Logout”.
To start the e-ILA applications follow the steps given below:

<table>
<thead>
<tr>
<th>Screenshot</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image.png" alt="Screenshot" /></td>
<td>To launch the app, tap the E-ILA application icon on the application screen of your Android device</td>
</tr>
</tbody>
</table>
On clicking the E-ILA icon, the application starts and displays the landing page.
On starting the application Login Page is displayed.

Enter the Username and Password and click on “प्रेषित करें” to login.

Note:

Username: Enter your 13 digit Anganwadi identification code as the username. In case of Lady Supervisor it is 11 digits.

Password: Enter the same 13 digit code (11 digit in case of Supervisor) as the password when you login for the first time. Upon logging in you will be prompted to change the password.

About Username:

- The first 11 digits are your Anganwadi center code. In case of Lady Supervisor it is 9 digits Sector Code
- The last 2 digits are issued to the Anganwadi Worker/Lady Supervisor in serial order.
- Any new Anganwadi worker / Lady Supervisor joining the center/sector would be assigned the next number available in the same series
Upon signing in for the first time, you will be prompted to change your password. This is where you can create password of your choice.

Enter the password you received from the department in “old password” field and in the New Password field, enter password of your choice, and in the “Confirm New Password” field enter the same what you have entered in the “new password” field, then tap प्रेषित करें.
On successful login the following screen is displayed

The courses statuses can be viewed as follows:

1. Click “पाठ्यक्रम देखें” to start the course
2. Completed modules are displayed in green colour
3. Module score
4. Incomplete modules are displayed in blue colour
5. Count of completed course is displayed
6. Count of Incomplete course is displayed
Click “क्लिक करें” to start the course.

You will be directed to the course page. At the end of each chapter and course there is a test conducted to assess the knowledge.
Assessments have multiple choice questions. Select your preferred choice and click on the “परिणाम” button.
On selecting and submitting the answers, right answer is highlighted in green colour. Incorrect answer is highlighted in red colour.
After all the modules are completed, following screen appears for the final test. Click “अंतिम परीक्षा लें” to start the test.
Total of 5 multiple choice questions have to be answered to complete the final test.

Click “अगला” button to submit the answer for each question and move to the next question.
After completion of the course, message is displayed to continue with next course.

Forgot Password

In case the learner forgets her password, she needs to contact Block Helpdesk. The Block Helpdesk can check the learner’s login credentials in his/her dashboard and share.
Escalation matrix

In case you are not satisfied or are unable to resolve any issues related to Installation/Configuration/other App issues, you can escalate this to your Senior Management. Given below is the escalation matrix.

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END OF USER MANUAL

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