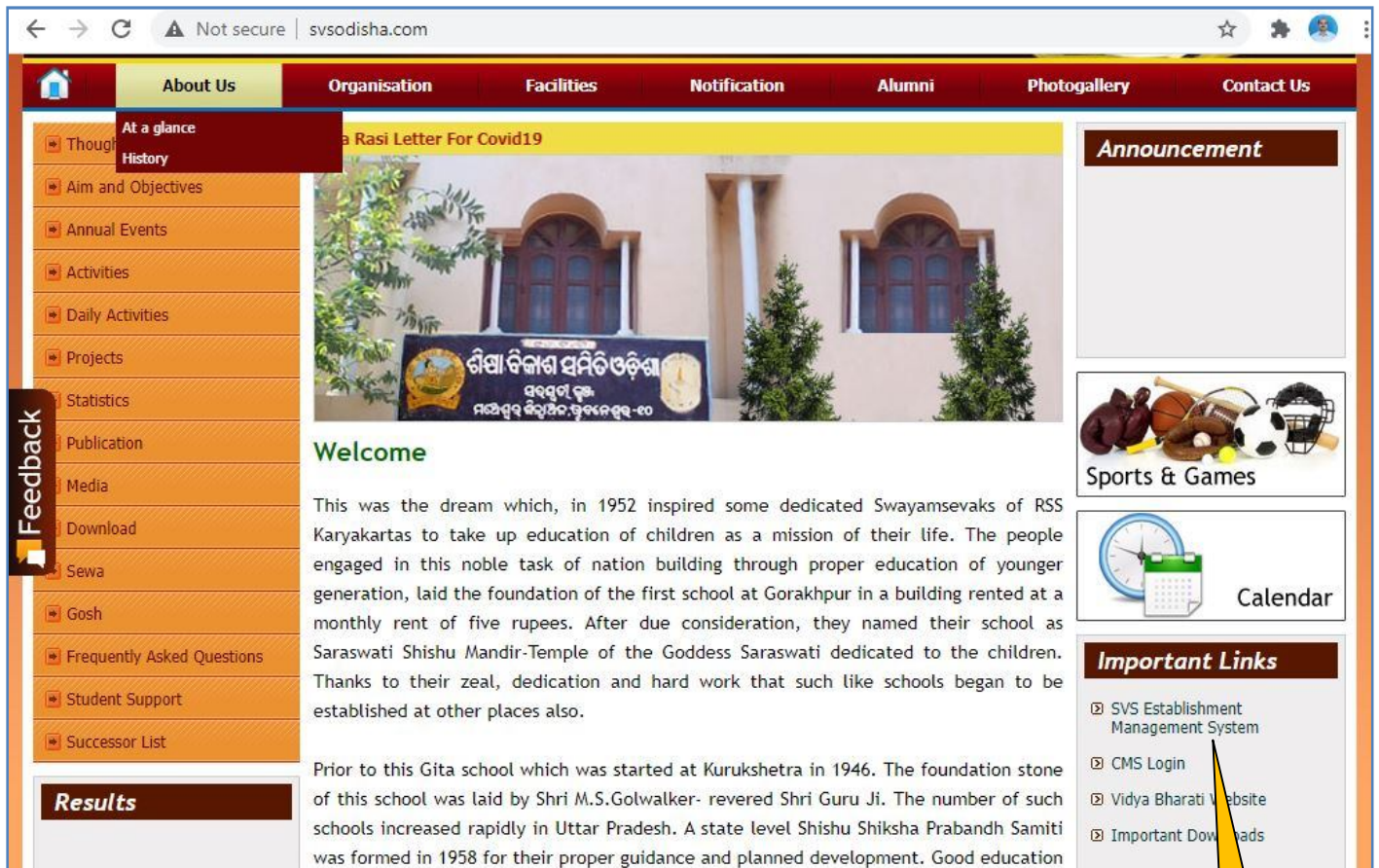


# Step By Step Help Manual for Anutoshika Anudana Trust Fund

## Online Payment to Pranta Office

1. Open Shiksha Vikash Samiti, Odisha Website (<http://www.svsodisha.com>) in any browser like Google Chrome. You will get following screen displayed:-



2. Scroll down to Important Links section and click on **SVS Establishment Management System** **Click Here**  
You will get following screen displayed with different options for SVS Establishment Management System:-

3. In SVS Establishment Management System Screen click on **STUDENT EXAM** Module  
(Or you can directly access from this link:- <https://www.svsems.in/>)

Click Here

ଶିକ୍ଷା ବିକାଶ ସମିତି  
ଓଡ଼ିଶା

User Login

- ESTABLISHMENT
- STAFF SELECTION
- ACCOUNTS
- STUDENT EXAM
- SPORTS

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Powered by : CTSP

4. Now you will be represented with SVS EMS Login Screen as follows:-

ଶିକ୍ଷା ବିକାଶ ସମିତି  
ଓଡ଼ିଶା

User Login

User Type :

User ID :

Password :

Login

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Powered by : CTSP

Click Here

In User Login section select User Type as **SSVM**. Enter your school **User ID** and respective **Password** and click on **Login** Button.



5. Now you will get Establishment Management System Home Page as follows:-



6. For SAATF Details :-

(Note:-Before going to this module, it is very important that you should first correct all Sebabrati details in Establishment → Manage Sebabrati → Sebabrati Details page)

Select the Manu :- **Accounts** → **Sebabrati Anutosik Anudan Trust Fund** → **SAATF Member Details**

As shown below:-



7. Now you will get following screen. Click on **View SAATF Members** to see the list of members already added. To add New SAATF Member Click on **Add New** button.

Establishment Type: SSSVM

Sambhag : Purva Bibhag : Puri Sankula: Unit-3

SSVM: Unit-III, Bhubaneswar Code: 1001

View SAATF Members Delete Add New \*\*\*\* Click View SAATF Members to view the list Total Record(s): 3

\*\*\* Green Color records are already registered with HO and can only be modified by HO. & Yellow Color records have some transactions and can not be modified.

Action	Member Name	Sevabrati Id	Membership Date	Nominee Name	Nominee DOB	AddModifySal
<input type="checkbox"/> <a href="#">Edit</a>	Anadi Charana Sahu	100090	01 Apr 2020	J Sahu	10 Jan 1968	<input type="button" value="Add Salary"/>
<input type="checkbox"/> <a href="#">Edit</a>	Ananta Mohapatra	100275	01 Apr 2020	Reeta Mohapatra	09 Jan 1980	<input type="button" value="Add Salary"/>
<input type="checkbox"/> <a href="#">Edit</a>	Sasmitarani Rout	103638	01 Apr 2020	R K Rout	07 Jan 1976	<input type="button" value="Add Salary"/>

8. You will be displayed with Add Membership form as follows. Check if the Basic Salary is not added click on **ADD SALARY (1)**. After adding salary details refresh this page. To add a member click on **Add Membership (2)** button. Then the Employee Name will be populated on right panel, Fill the details as shown below then click on **Save & Continue** button. The member will be added to the list with Successful message as shown on the following screen. Likewise continue adding all affected members with their Nominee details.

2. Click Here

1. Click Here

3. Fill Original Membership Date of the selected Sevabrati

Action	Name	B Salary	SevabratiId	DOJ	Yrs	
<input type="button" value="Add Membership"/>	ANANTA NARAYAN PANDA	7000.00	120743	01 Jul 2015	6	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	UMAKANTA RANA	0.00	120720	16 Sep 2001	20	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	JATADHARI MAHANTY	0.00	120789	02 Apr 2005	16	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>		0.00	120657	01 Jan 1900	121	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	N.REBATI	0.00	121401	01 Jan 1900	121	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	SUCHITRA MOHAPATRA	0.00	120786	21 Jul 2009	12	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	ASWINI KUMAR DASH	0.00	120717	02 Apr 2013	8	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	SAJANI DAKUA	0.00	120806	27 Jun 1995	26	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	ANITA KUMARI TRIPATHY	0.00	120219	09 Sep 2009	12	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	SURYA KANTI SIA	0.00	120737	09 Jun 2018	3	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	N.DILIP KUMAR REDDY	0.00	120612	04 Apr 2016	5	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	BAEDHARA PRADHAN	0.00	120804	02 Sep 2011	10	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	SANJUKTA PADHI	0.00	120712	01 Oct 2010	11	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	RABINDRA KUMAR SAHU	0.00	120738	20 Apr 2015	6	<input type="button" value="ADD SALARY"/>
<input type="button" value="Add Membership"/>	SULATA KUMARI PADHI	0.00	120669	02 Apr 2008	13	<input type="button" value="ADD SALARY"/>

1 2 3 4 5

If you don't see name of any sevabrati listed here you can [Add a new employee](#)

\*\*\* Please choose an employee from the available list by clicking Add Membership

Employee Name : ANANTA NARAYAN PANDA

Membership Date : 01-Apr-2021

Nominee Name : Jayshree Panda

Nominee DOB : 01-Mar-1987

Relationship : Spouse

Nominee Address : Plot No-306, Navapalli, Bhubaneswar

Remarks :

\*\*\* All fields are Mandatory except Remarks

4. Click Here

**9. Now To Generate SAATF Monthly Statement :**

(Click **Accounts** → **Sevabrati Anutosik Anudan Trust Fund** → **Generate SAATF Mly Statement** :-

Now you will be presented with following screen. Select **Year** , **Month** and **Statement Date** and click on Show Button to generate the Monthly Statement as shown below:-

**Monthly Contribution Generate**

1.Click Here 2.Click Here 3.Click Here 4.Click Here

Establishment Type: SSVM

Sambhag : Purva Bibhag : Puri Sankula : Unit-3

SSVM: Unit-III, Bhubaneswar Code: 1001

Year : 2021 : For Month : April Statement Date : 01-Apr-2021

SI No	Member Name	Sevabrati Id	Membership Date	ConbDays	Basic Sal	DaywiseBasic	Conb.Amt	Action
1	<a href="#">Mahendra Kumara Sahoo</a>	100025	01 Jan 2021	30	19,360.00	19,360.00	968.00	<input type="button" value="Hold"/>
2	<a href="#">Rabindra Kumara Mahala</a>	100053	04 Apr 2012	30	18,680.00	18,680.00	934.00	<input type="button" value="Hold"/>
3	<a href="#">Mamata Rath</a>	100107	01 Apr 2021	30	18,680.00	18,680.00	934.00	<input type="button" value="Hold"/>
Grand Total:					56720.00		2836.00	

Total Emp: 3 Total ConBasic: 56720.00 Total ConAmt: 2836.00

After Verifying the details click on **AddMonthlyContributionDetails**. Now you will get the Successful message as follows:-

Establishment Type: SSVM

Sambhag : Purva Bibhag : Puri Sankula : Unit-3

SSVM: Unit-III, Bhubaneswar Code: 1001

Year : 2021 : For Month : April Statement Date : 01-Apr-2021

**ContributionDetails Upadte Succesfully**



**10.** Now If you have already made the payment directly to the SVS account then Follow the Steps – **11 & 12**  
In case the payment is not done and you wish to pay now using SVS Online Payment System then follow the Steps **13 to 17**.

**11.** If you have already made the payment directly to the SVS account then Send the Payment details to Pranta Office as follows:-

(Click **Accounts** → **Sebabrati Anutosik Anudan Trust Fund** → **SAATF Mly Payment to PO**

Now you will be presented with following screen. Select Wage **Month** & **Year** from the drop down, then click on **“Show Mly. Contrib. Details”**. The due amount and other details will be filled auto as shown below.

The screenshot shows the 'SAATF Monthly Contribution Payment Details' form. It includes fields for Establishment Type (SSVM), Sambhag (Paschim), Bibhag (Bhubaneswar), Sankalpa (Padmapur), SSVM (Padampur), and Code (1011). The Wage Month is set to April and the Year to 2021. A 'Show Mly. Contrib. Details' button is highlighted with callout 2. Below this is a table with columns: Est Name, Est Type, Contb Year, Contb Month, Contb Basic, Contb Amt(5%), and TotEmp. The table shows one entry for Padampur with a total amount of 331. The 'PAYMENT DETAILS' section includes a checked box for 'Include Current Interest', a current interest of 10, and a total amount to pay of 341. There are fields for Deposit Date (30-Aug-2021), Deposit Amount (341), Payment Mode (ONLINE), Payment Ref.No. (Online), Bank Name (Online), Mobile No., and Email ID. A 'Remarks' field contains 'SEBABRATI ANUTOSIK ANUDAN TRUST FUND'. At the bottom, there are 'PAY ONLINE NOW' and 'Cancel' buttons. Callouts 1, 2, 3, and 4 point to the Year/Month selection, the 'Show Mly. Contrib. Details' button, the Mobile No. & Email ID fields, and the 'PAY ONLINE NOW' button respectively.

Est Name	Est Type	Contb Year	Contb Month	Contb Basic	Contb Amt(5%)	TotEmp
Padampur	SSVM	2021	April	6610	331	2

Then you will be Redirected to **Shiksha Vikash Samiti, Odisha – Online Payment System** as shown below:-

12. Now you will be Redirected to **Shiksha Vikash Samiti, Odisha – Online Payment System** as shown below:-

### Shiksha Vikash Samiti, Odisha - Online Payment System

#### Fee Payment

SSVM Code 7087	Name of SSVM Testing SSVM by CTSP
Purpose of Payment SEBABRATI ANUTOSIK ANUDAN TRUST FUND	Fee Amount (Rs.) 100.00
Contact No.* 6370434376	Email ID janmejoysahoo007@gmail.com
Date of Incorporation 01 Jan 2021	

**PAY NOW** 1. Click Here to make online Payment

Here verify your school details and Fee Amount and then click on **PAY NOW** button

13. Now you will be redirected to **Indian Overseas Bank** Payment Gateway. Here verify the information again, select your bank type and click on **Pay Now** button as shown below:-

Indian Overseas Bank

### Confirmation

<b>Institution Name</b>	SHIKSHA VIKASH SAMITI, ODISHA
<b>Payment Type</b>	FEE PAYMENT
<b>Txn Id</b>	ATF11
<b>Track Id</b>	IP211513903915
<b>Amount</b>	100.00

Please choose a payment mode

Payment Mode	Charges
<input type="radio"/> IOB Net Banking	NIL
<input checked="" type="radio"/> Any bank Net Banking/Debit Cards/Credit Cards	Variable- Exact charges to be displayed on next screen

Pay Now >

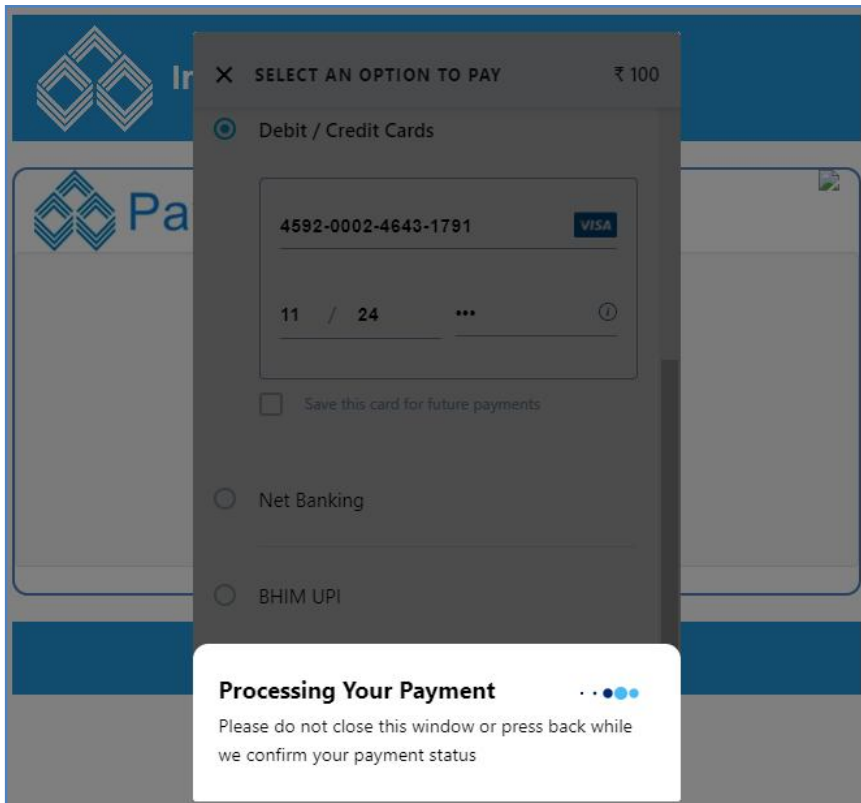
© Copyright 2020 Indian Overseas Bank  
Terms and condition | Privacy statement

1. If you wish to pay from Indian Overseas Bank Account then Select -> IOB Net Banking

2. If you wish to pay from Any Other Bank or Credit Card / Debit Card then Select -> Any Bank Net Banking

3. After All Selection Click Here

Then you will be presented with following screen. Here select the payment method as per your convenience i.e. Debit/Credit Cards, Net Banking, BHIM UPI etc.

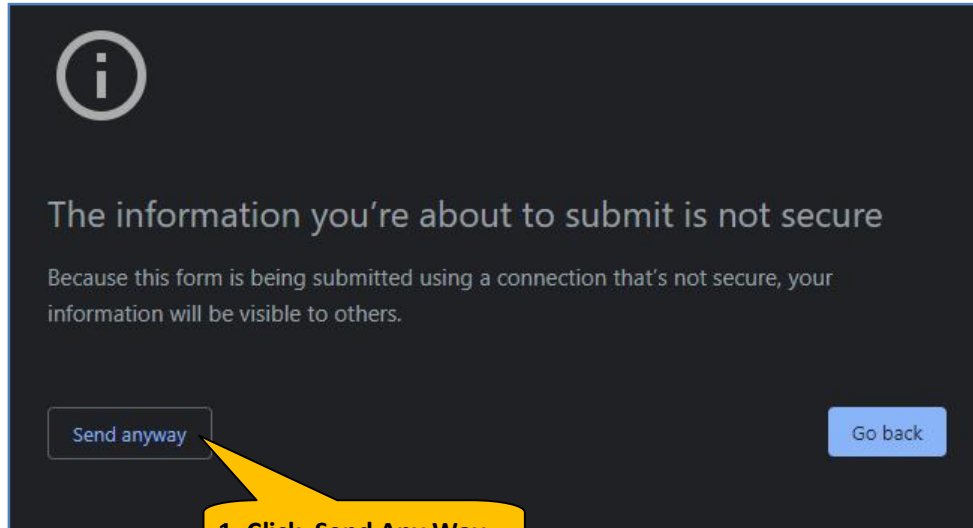


After this you will be redirected to your respective banking site, Login as per your banking credentials and after successful payment you will get following screen. Please do not press any button till you are redirected to the SVS Online Payment Screen.

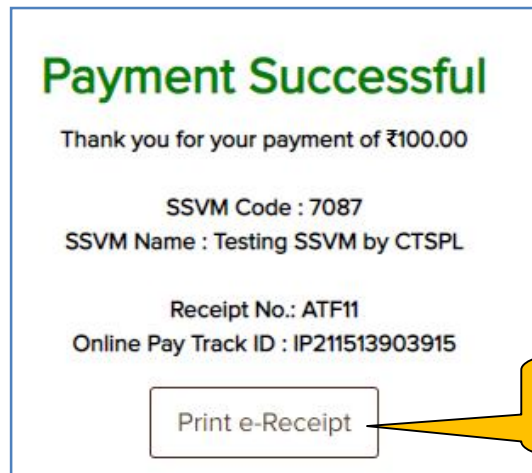




14. After sometime you will get following screen. Please click on Send Anyway button as shown below:-



15. After some processing you will be presented with following screen with Successful Message and also you will get confirm message on your mobile. Here click on Print e-Receipt button to print the Money Receipt.



<b><u>MONEY RECEIPT</u></b>	
	
<b>SEABRATI ANUTOSIKA ANUDAN TRUST FUND</b> E-59,SECTOR-A,ZONE-A,M.I.E E-Mail:vidyabharatiodisha@gmail.com	
Received From :- <b>SSVM Malakangiri</b>	Code :- <b>1202</b>
Wage Month:- <b>April</b> Year: <b>2021</b>	
Verified R.No : <b>2021000003</b>	Received Date : <b>01 Jun 2021.</b>
Paid R.No : <b>2021000029</b>	Payment Date : <b>01 Jun 2021</b>
Paid Amount : <b>6442</b>	Payment Ref. No : <b>IP211523906380</b>
Transaction Bank : <b>Online</b>	
Total Amt Payable in This Month: <b>6442</b>	Depositor's Mobile : <b>9777281967</b>
<b>THIS IS COMPUTER GENERATED RECEIPT AND DOES NOT REQUIRE ANY SIGNATURE</b>	

# Help Desk

In case of facing any difficulties during the online payment process,  
Please feel free to call our Help Desk:-

7855055681, 9556282399, 8144199277, 9778177775, 9337422373

OR

Click HELP ME NOW button to raise a  
Query with screen shot



The screenshot displays the web application interface for the Establishment Management System. At the top, there is a header with the Odia text "ଶିକ୍ଷା ବିକାଶ ସମିତି ଓଡ଼ିଶା" (Shiksha Vikash Samiti Odisha) and a logo on the right. Below the header is a navigation menu with items: Home, Mail Box, Users, Masters, Establishment, Accounts, Acharya Chayana, Examinations, Sports & Games, HELP ME NOW, and Logout. The main content area features a central image of a Hindu deity, likely Saraswati, seated on a lotus and playing a veena. Below the image, the text "Establishment Management System" is prominently displayed. The background of the main content area is watermarked with the text "Shiksha Vikash Samiti Establishment Management System".