

# Step By Step Help Manual for Online Registration for Pradeshika Medha & Ganita Pratibha & Payment to Pranta Office Online

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



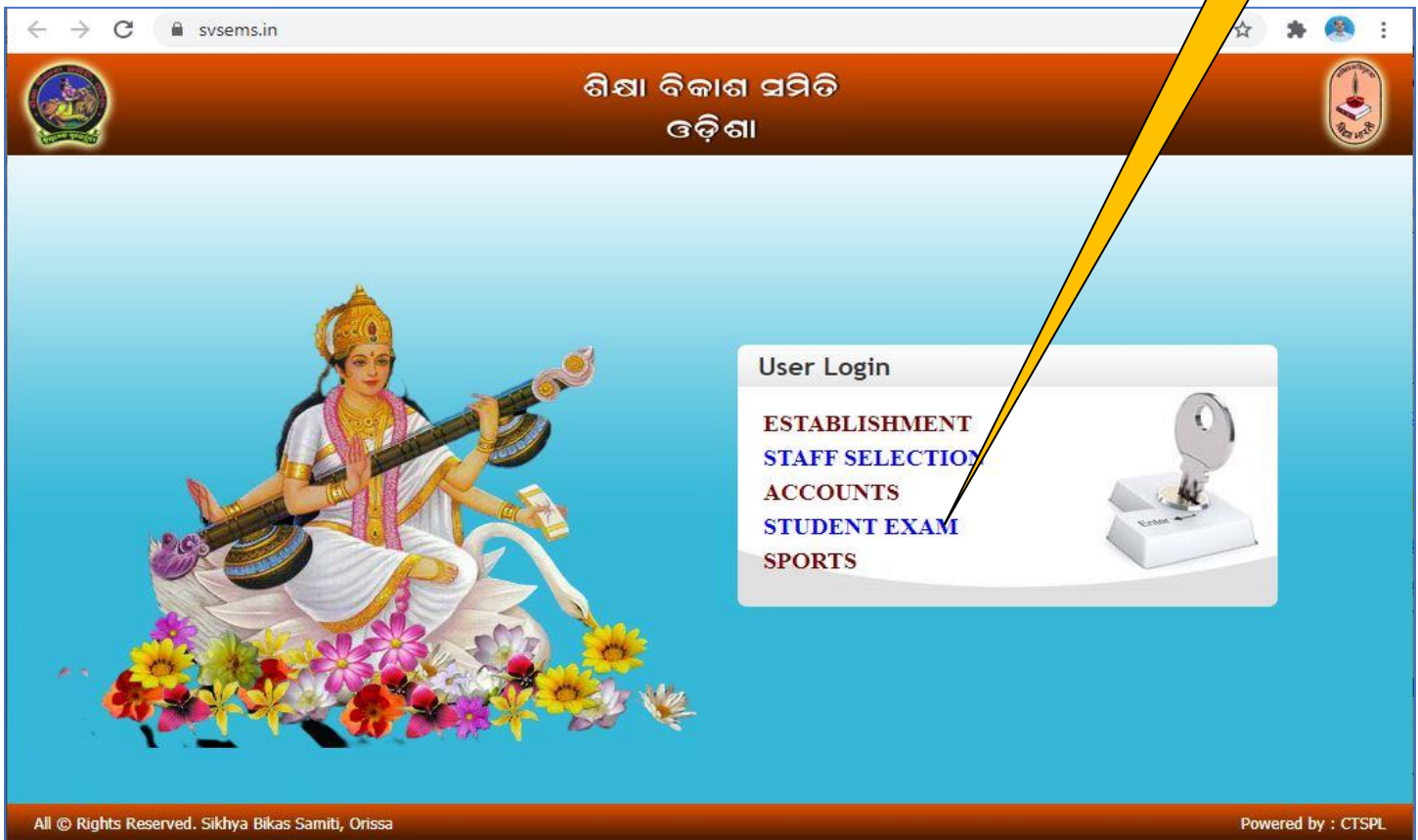
2. Scroll down to Important Links section and click on **SVS Establishment Management System**

Click Here

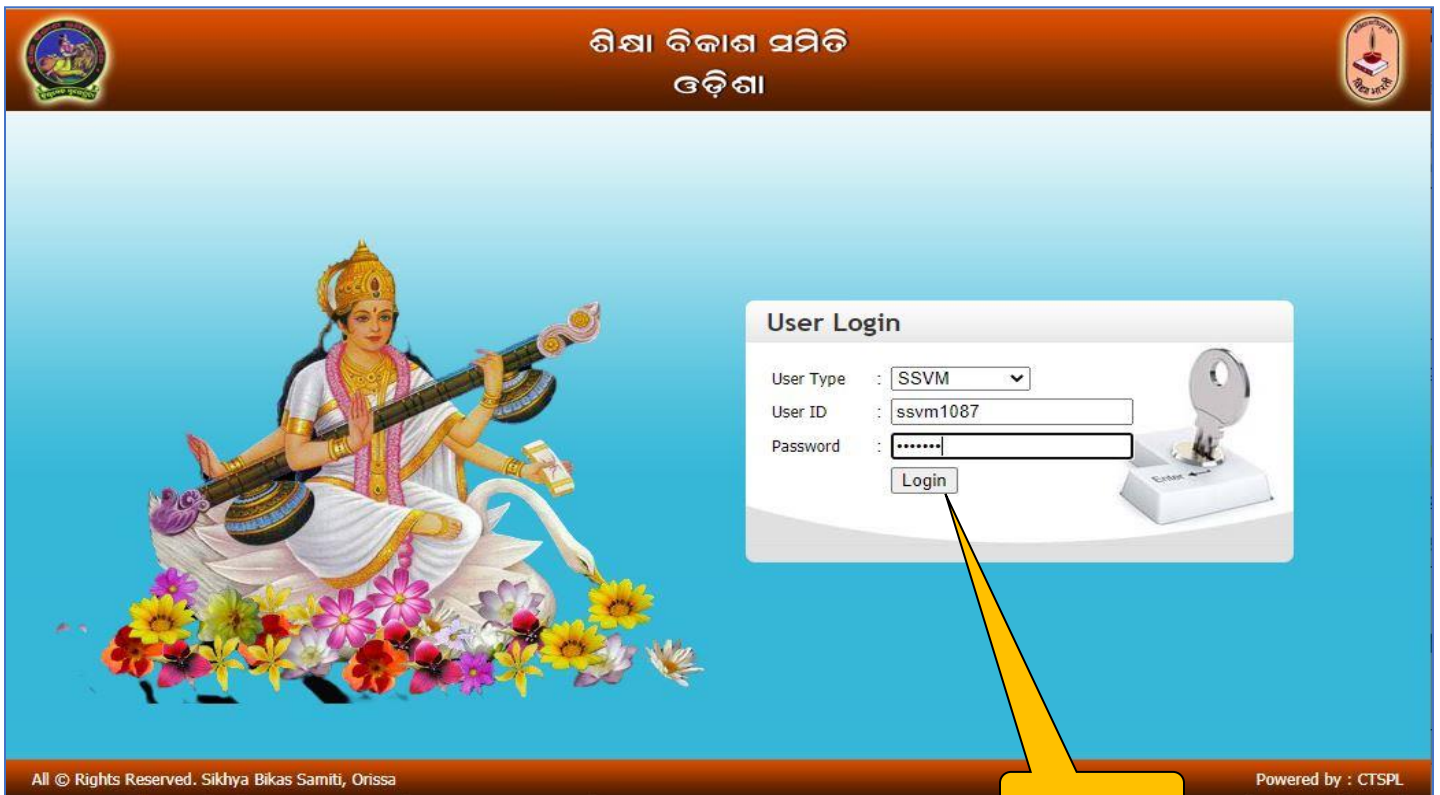
You will get following screen displayed with different options for SVS Establishment Management System:-

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



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



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. You will be prompted for Change Password if you have not changed your default password yet.

ଶିକ୍ଷା ବିକାଶ ସମିତି  
ବଢ଼ିଶା

Change Password

Name :

Old Password :

New Password :

Confirm Password :

Welcome Bhanjanagar[ssvm1087]

Enter the details for changing the password as mentioned in the following screen and click on **Submit** button the default password will be modified.

Change Password

Name :

Old Password :

New Password :

Confirm Password :

Click Here

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



7. For Student Registration (Scholarship Exam):-

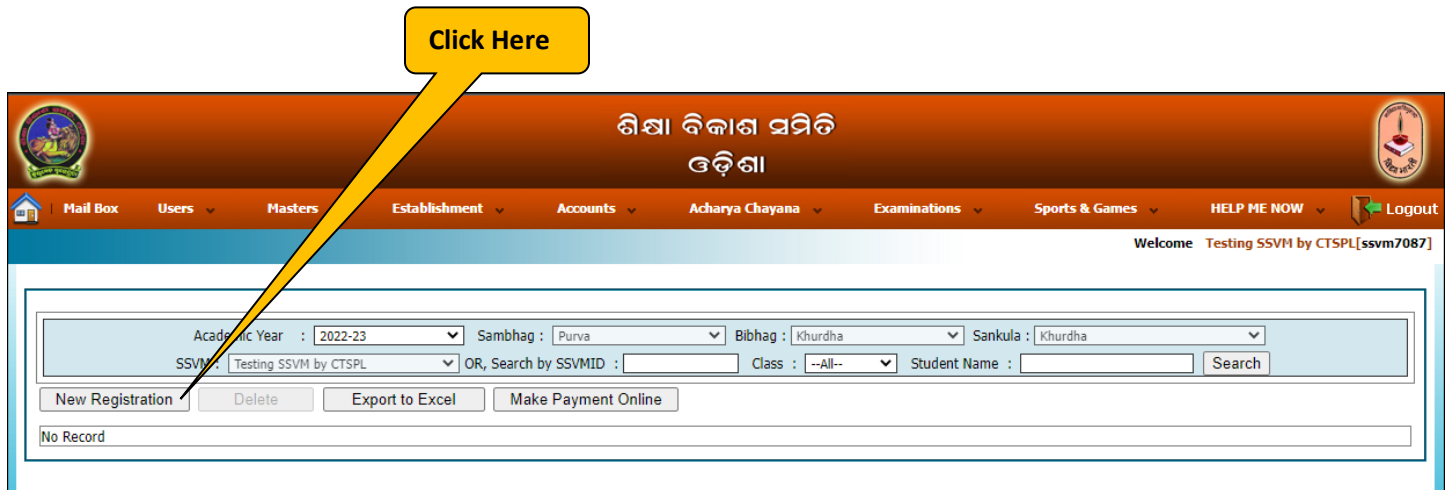
Select the Menu :- **Examination** → **Student Scholarship** → **Student Registration**

As shown below:-

Click Here



8. Now you will get following screen. Click on **New Registration**



The screenshot shows the SSVM portal interface. At the top, there is a header with the Odia text 'ଶିକ୍ଷା ବିକାଶ ସମିତି ଓଡ଼ିଶା'. Below the header is a navigation menu with items like Mail Box, Users, Masters, Establishment, Accounts, Acharya Chayana, Examinations, Sports & Games, HELP ME NOW, and Logout. A welcome message reads 'Welcome Testing SSVM by CTSPL[ssvm7087]'. The main content area contains a search and filter section with dropdowns for Academic Year (2022-23), Sambhag (Purva), Bibhag (Khurdha), and Sankula (Khurdha). There are also input fields for SSVM (Testing SSVM by CTSPL), OR Search by SSVMID, Class (--All--), and Student Name. A 'Search' button is present. Below this, there are buttons for 'New Registration', 'Delete', 'Export to Excel', and 'Make Payment Online'. The status 'No Record' is displayed at the bottom.

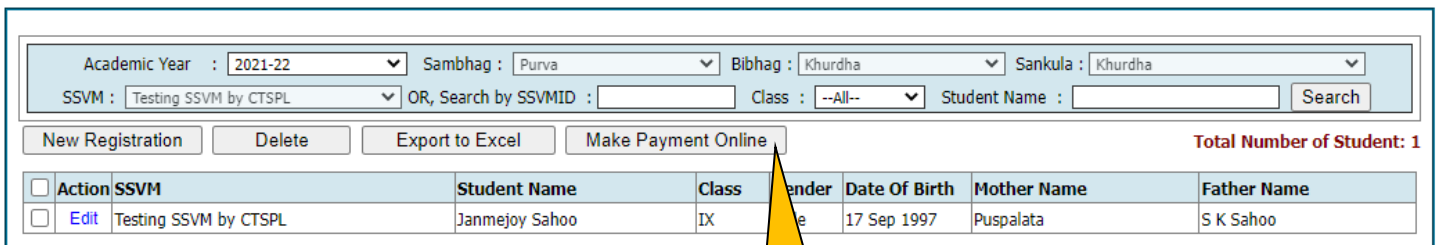
9. You will be displayed with Student Registration screen as follows. Fill the registration details as shown in the following screen and click on **Save & Add New** button.



The screenshot shows the 'Admission Details' form. At the top, there is a field for SSVMID (1001) and a button 'Set SSVM for Admission'. The unit is 'Unit-III, Bhubaneswar'. The form is for 'PRADESIKA MEDHA' and 'SRI BHARATIKRUSHNA GANITA PRATIBHA'. The form fields include: Academic Year (2021-22), Student Name (Santosh Kumar Sahoo), Reading Class (IX), Date Of Birth (09-09-2006), Gender (Male), Religion (Hindu), Category (OBC), Locality (Rural(Gramina)), Father's Name (Raghunath Sahoo), and Mother's Name (Malati Sahoo). There are 'Upload Photo' and 'Upload Signature' sections with 'Choose File' buttons. The photo is labeled 'Photo' and the signature is labeled 'Signature'. Below the photo and signature, there are resolution and size requirements: 'Resolution: 132px (Width) X 170px (Height) & Size less than 100KB' and 'Resolution: 208px (Width) X 57px (Height) & Size less than 50KB'. At the bottom, there are buttons for 'Save & Add New', 'Save & Go to list', and 'Back'.

Click Here

10. The Registration List can be viewed in the List page. After the registration is completed for the desired students, click on **Make Payment Online** button for payment process.



The screenshot shows the 'Registration List' page. It has the same search and filter section as the previous screen. Below the search section, there are buttons for 'New Registration', 'Delete', 'Export to Excel', and 'Make Payment Online'. The 'Total Number of Student: 1' is displayed. Below the buttons is a table with the following data:

<input type="checkbox"/>	Action SSVM	Student Name	Class	Gender	Date Of Birth	Mother Name	Father Name
<input type="checkbox"/>	<a href="#">Edit</a> Testing SSVM by CTSPL	Janmejy Sahoo	IX	Male	17 Sep 1997	Puspalata	S K Sahoo

Click Here

11. You will be displayed with following screen. Click on **Show** button to view the list of registrants: -

Academic Year : 2021-22 Sambhag : Purva Bibhag : Khurdha Sankula : Khurdha  
 SSVM : Testing SSVM by CT SPL OR, Search by SSV MID : Class : --All-- Show Export To Excel Print

Make Payment Online Print DR Report Go to Registration List

**1. Click Here**

**Testing SSVM by CT SPL(7087) : 2021-22**

Sl	Class	Student Name	DOB	Gender	Father's Name	Mother's Name	MEDHA	GANITA	Photo	Signature
1	IX	Janmejy Sahoo	17/09/1997	Male	S K Sahoo	Puspalata		Yes	-n/a-	-n/a-

**2. Click Here**

Click on **Make Payment Online**. Now you will get the screen as shown below:-

**FEE DETAILS**

Exam Type	Class III	Class V	Class VII	Class IX	Total	Grand Total
Medha	0	0	0	0	0	1
Ganita Prativa	0	0	0	1	1	

**Payable Amount: Rs. 10.00**

Mobile No : 6370434376 Email ID : janmejyosahoo007@gmail.com

**PAY ONLINE NOW** **Click Here**

**ONLINE PAYMENT ADDITIONAL CHARGES**

UPI	Debit Card		Internet Banking			Credit Card
	RUPAY	VISA/MASTER/MAESTROS	SBI, AXIS, HDFC, ICICI	YES, KOTAK	Others	RUPAY/VISA /MASTER
NIL	NIL	Below Rs.2000/- 0.40% Above Rs.2000/- 0.90% or Rs.30/- whichever is lower	Rs.17/-	Rs.10/-	Rs.10/-	0.90%

Please fill all the details as shown above and click on **Pay Online Now** Button to make the online payment.

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 CT SPL

Purpose of Payment : Online Payment for Student Scholarship Examination Fee Amount (Rs.) : 10.00

Contact No.\* : 6370434376 Email ID : janmejyosahoo007@gmail.com

Date of Incorporation : 01 Jan 2021

**PAY NOW** **Click Here to make Online Payment**

**Important Note**  
 After successful payment you may get a screen, where you have to click on 'Send Anyway' button in order to get the online receipt for the paid amount. But in any case don't close the screen.

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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:-

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

The screenshot shows the Indian Overseas Bank 'Pay' confirmation page. At the top, the bank's logo and name are displayed. Below that, the 'Pay' logo is shown. The main section is titled 'Confirmation' and contains the following details:

- Institution Name:** SHIKSHA VIKASH SAMITI, ODISHA
- Payment Type:** OTHER HEADS
- Txn Id:** SSE1
- Track Id:** IP213625002213
- Amount:** 10.00

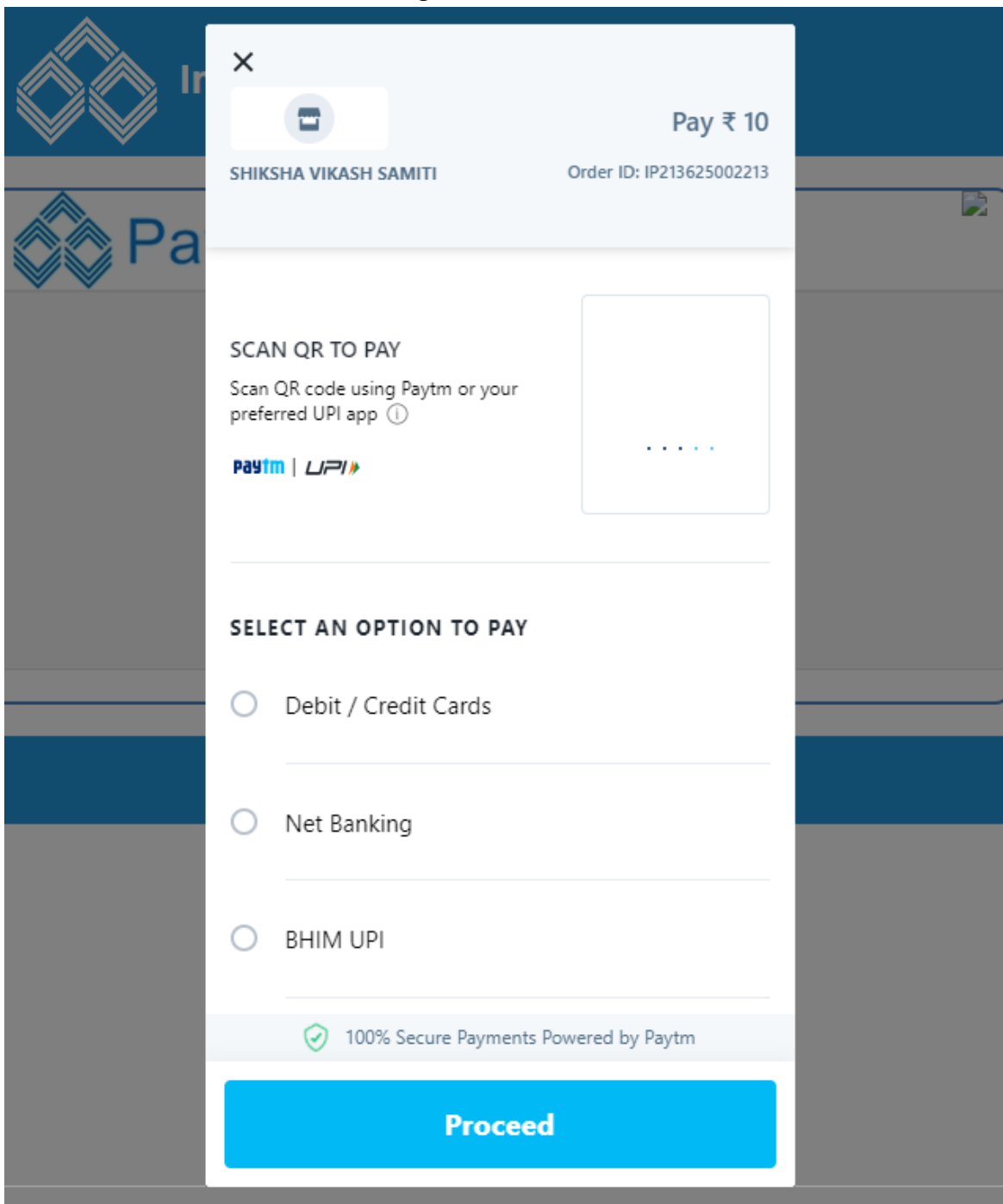
Below the details, the user is prompted to 'Please choose a payment mode'. A table lists two options:

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

At the bottom of the form is a large blue button labeled 'Pay Now' with a right-pointing arrow. The footer of the page contains the copyright notice: '© Copyright 2020 Indian Overseas Bank' and links for 'Terms and condition' and 'Privacy statement'.

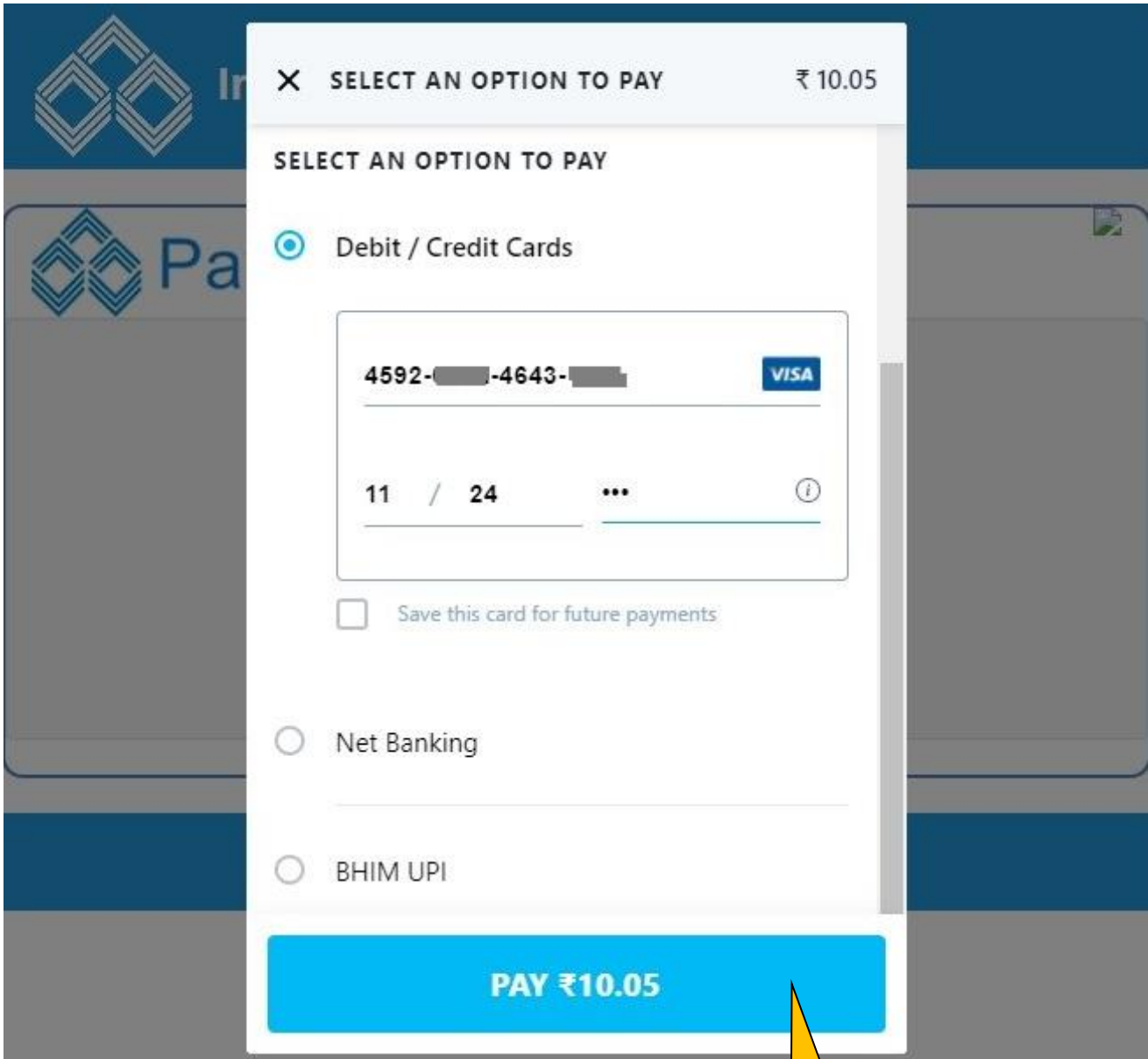
3. After All Selection Click Here

14. 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.





15. If you select Debit / Credit Cards, then enter your card details.



The image shows a payment modal titled "SELECT AN OPTION TO PAY" with a total amount of ₹ 10.05. The modal is overlaid on a background that includes a logo and the text "Pa".

**SELECT AN OPTION TO PAY** ₹ 10.05

**SELECT AN OPTION TO PAY**

Debit / Credit Cards

4592-██████-4643-██████ **VISA**

11 / 24 ... ⓘ

Save this card for future payments

Net Banking

BHIM UPI

**PAY ₹10.05**

Click Here  
for payment

16. Then you will be presented with below screen. Enter OTP sent to the mobile and then click on Make Payment button.

SBI ACS - Google Chrome  
acs2.onlinesbi.com/bdacs/SBIValidate/V

**Verified by VISA** **SBI**

Merchant : PAYTM  
Transaction Amount : ₹ 10.05  
SBI Debit Card : 4592xxxx xxxx xx91

**Authenticate Payment**  
OTP sent to your mobile number ending **63xx4xxx76**

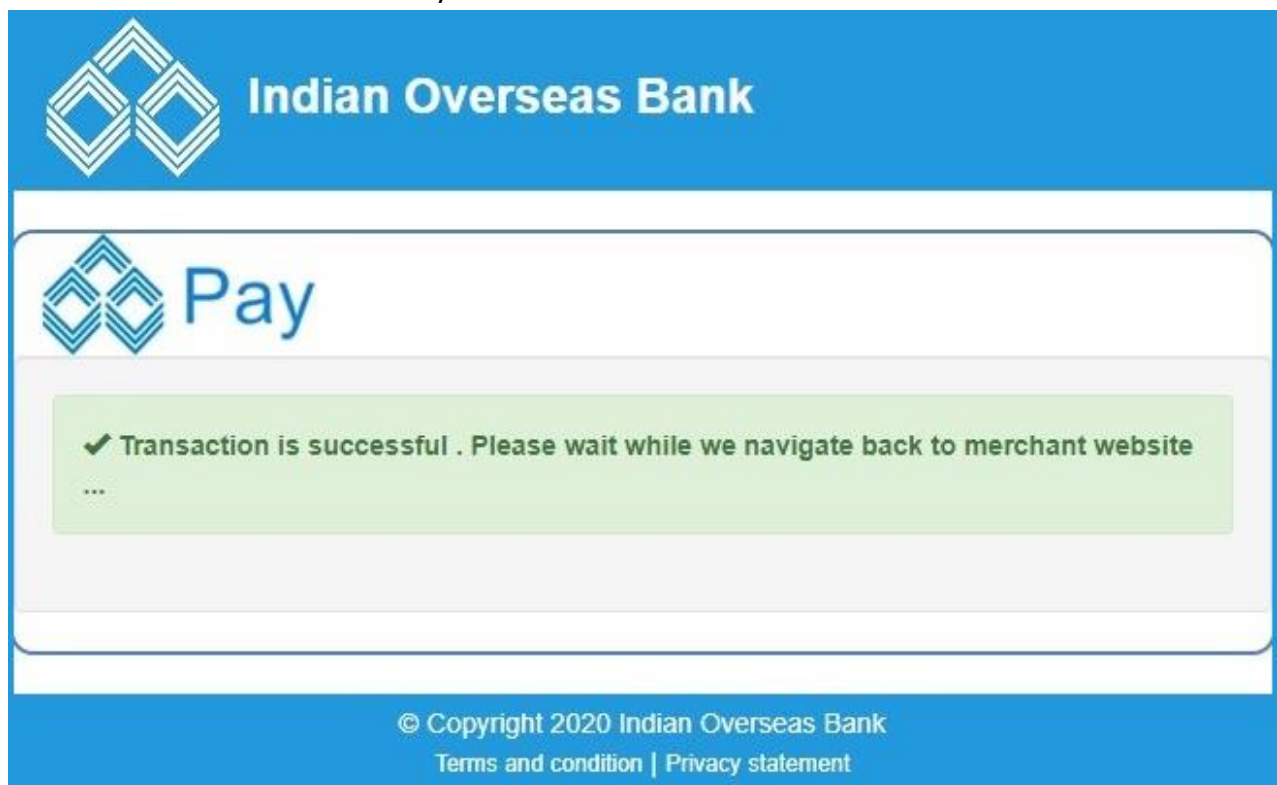
Enter One Time Password (OTP)

**Make Payment** [Resend OTP](#)

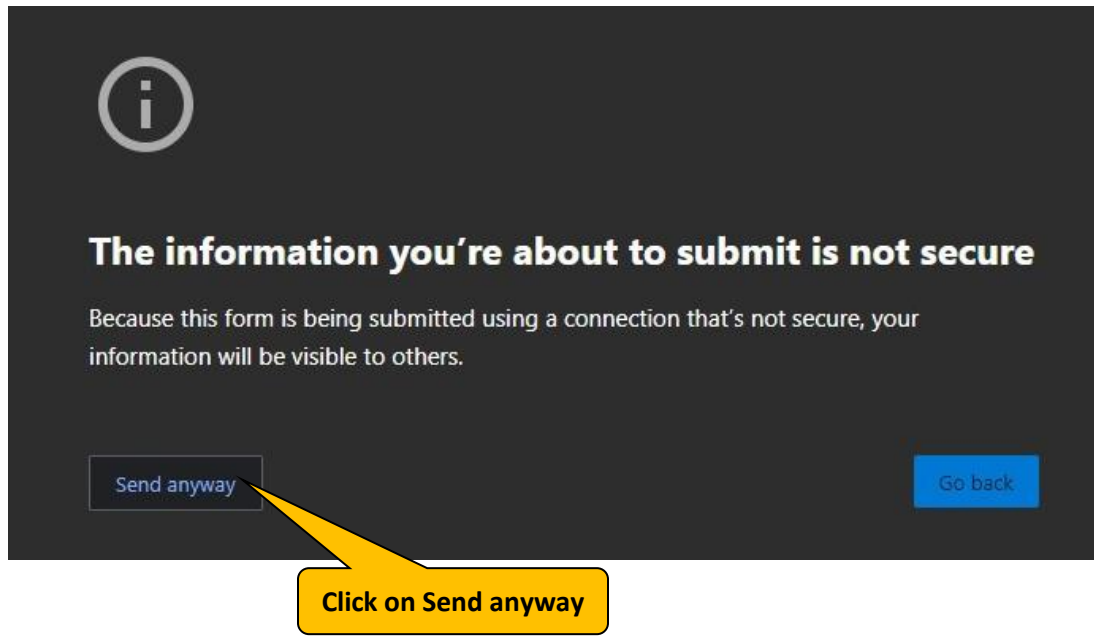
[Click here to abort transaction and go back to merchant site](#)

PCI DSS Certified

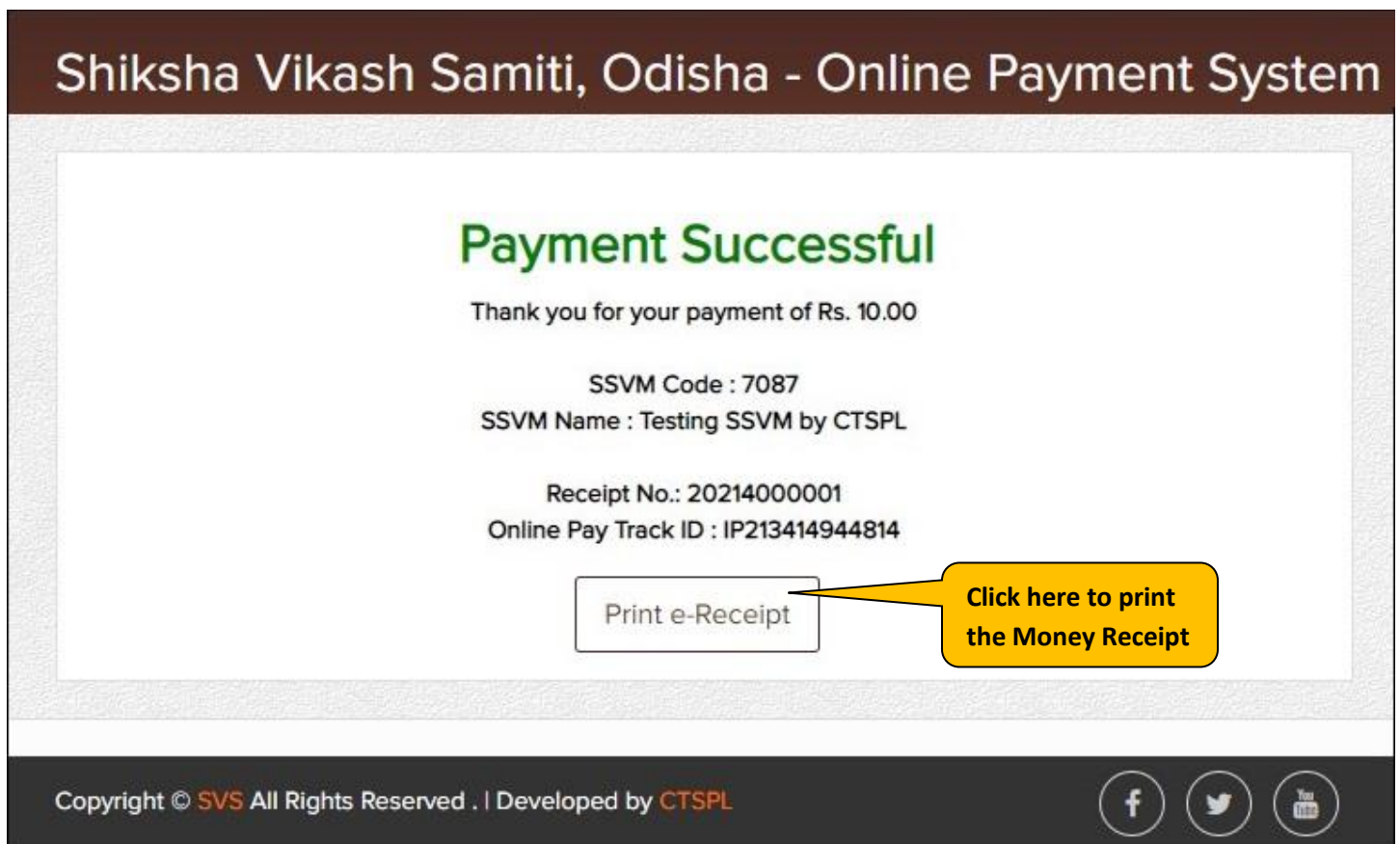
17. After successful payment you will get following screen on your system. Please do not press any button till you are redirected to the SVS Online Payment Screen.



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



19. 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.



**MONEY RECEIPT**



**STUDENT SCHOLARSHIP EXAMINATION**

E-59,SECTOR-A,ZONE-A,M.I.E  
E-Mail:vidyabharatioidisha@gmail.com



Received From :- **SSVM Testing SSVM by CT SPL**

Code :- **7087**

Paid R.No : **SSE1**

Payment Date : **28 Dec 2021**

Verified R.No : **11464749**

Received Date : **28 Dec 2021**

Paid Amount : **10.00**

Payment Ref. No : **IP213625002213**

Transaction Bank : **IOB Online Payment**

Depositor's Mobile : **6370434376**

**THIS IS CUMPUTER GENERATED RECEIPT AND DOES NOT REQUIRE ANY SIGNATURE**

**20. Procedure to Download Money Receipt from SVS Portal:-**

Select the Menu :- **Examination** → **Student Scholarship** → **Payment Entry**

**Click Here**

The screenshot displays the user interface of the Establishment Management System. At the top, there is a navigation bar with several menu items: Mail Box, Users, Masters, Establishment, Accounts, Acharya Chayana, Examinations, and Sports & Games. The 'Examinations' menu is expanded, showing sub-options: Student Scholarship, Exam Payment, Reports, Student Registration, and Payment Entry. A yellow callout box with the text 'Click Here' points to the 'Payment Entry' option. Below the navigation bar, the main content area features a large, colorful illustration of Goddess Saraswati, the Hindu deity of knowledge, music, and art, seated on a lotus flower and playing a veena. The text 'Establishment Management System' is prominently displayed at the bottom of the page in a large, red font. The background of the page is watermarked with the text 'Vidya Bharati Odisha Establishment Management System'.

You will get following screen:-

- Select Session Year and Click on **Search** Button

Home Welcome Unit-III, Bhubaneswar[ssvm1001]

**SELECTION CRITERIA**

Session Year: 2020-21

Sambhag : Purva Bibhag : Puri Sankula: Unit-3

SSVM: Unit-III, Bhubaneswar Code: 1001

Search Add New

School Name	Date	Bank Name	Payment Mode	UTR NO.	UTR Date	Amount	Mobile	Aproved	
Unit-III, Bhubaneswar	16-Jan-2021	SBI	NEFT(UTR)	32564879	15-Jan-2021	400.00	9778177775	Y	<a href="#">Print Receipt</a>

**Click Here** (points to Search button)

**Click Here** (points to Print Receipt link)

- Now you will get the list of all payment done for exam as shown above.
- To download the Money Receipt click on **Print Receipt**
- Now the Money receipt will be Printed / Downloaded as follows:-

## 21. Procedure to Download DR Report:-

Select the Menu :- **Examination** → **Reports** → **DR Report / Payment Details**

**ଶିକ୍ଷା ବିକାଶ ସମିତି**  
**ଓଡ଼ିଶା**

Masters Establishment Accounts Acharya Chayana Examinations Sports & Games HELP NOW

Help Manual(Online Registration)  
Student Scholarship  
Exam Payment  
**Reports** → DR Report / Payment Details  
Admitcard Download

**Establishment Management System**

**Click Here** (points to DR Report / Payment Details)

You will get following screen:-

- Select Academic Year and Click on **Show** Button to view student details.



Academic Year : 2021-22	Sambhag : Purva	Bibhag : Khurdha	Sankula : Khurdha		
SSVM : Testing SSVM by CTSP	OR, Search by SSMID :	Class : --All--	Show	Export To Excel	Print
Make Payment Online	Print DR Report	Go to Registration List			

Testing SSVM by CTSP(7087) : 2021-22										
Sl	Class	Student Name	DOB	Gender	Father's Name	Mother's Name	MEDHA	GANITA	Photo	Signature
1	IX	Janmejy Sahoo	17/09/1997	Male	S K Sahoo	Puspalata		Yes	-n/a-	-n/a-

Click Here

- To download DR Report click on **Print Fee Details**
- Now the DR Report will be Printed / Downloaded as follows:-

	<p align="center"><b>Shiksha Vikash Samiti, Odisha</b> <b>Saraswati Kunja</b> E - 59, Sector - A, Zone - A, Mancheswar Industrial Estate, Bhubaneswar - 751010</p>					
<b><u>Examination - DR REPORT (Fee Details)</u></b>						
<b>Testing SSVM by CTSP(7087)</b>						
<b>Exam Type</b>	<b>Class III</b>	<b>Class V</b>	<b>Class VII</b>	<b>Class IX</b>	<b>Total</b>	<b>Grand Total</b>
<b>Medha</b>	0	0	0	0	0	1
<b>Ganita Prativa</b>	0	0	0	1	1	
<b>Signature of Pradhan Acharya (With Seal)</b>						

# Help Desk

In case of facing any difficulties during the online payment process,

Please feel free to raise a complain by clicking **Help Me Now**:-

Email: [creative.santosh771@gmail.com](mailto:creative.santosh771@gmail.com), [admin@creativetrends.in](mailto:admin@creativetrends.in)

## Procedure to Raise a Complain

ଶିକ୍ଷା ବିକାଶ ସମିତି  
ଓଡ଼ିଶା

User Login

User Type : --Select--

User ID :

Password :

Login

**Help Me Now**

Click HELP ME NOW button to raise a Query

All © Rights Reserved. Sikhya Bikas Samiti, Orissa

Powered by : CTSPL

### Ticket Entry (Raise a Complain)

Project Name : SVS Odisha All Project

Organization / Client Name :

Mobile No:

Error Details :

Enter School Name and School ID here

Enter your Mobile No. here

Enter your complain details here

If possible, attach a screenshot by uploading here

Upload Screenshot Choose File No file chosen

Upload Database Backup Choose File No file chosen

[Before uploading the Database Backup, First Zip/Compress the file, then upload.]

Save Cancel

In case of any error or any kind of assistance during working in the software. Please take the screen shot of that page and upload using "Upload File" Button and write some thing about the error details and click on "Save" Button

Click here. You will get a ticket number. Please keep it with you for future reference