Integrated Financial Management System

SubOrdinate User Creation – User Manual

This document will help HoD/BCO in understanding of the process of creation of subordinate users under IFMS application.
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1 Introduction

1.1 About IFMS

Integrated Financial Management System (IFMS) is an e-Governance initiative of Rajasthan Government for effective, accountable and transparent Public Finance Management. IFMS has been conceptualized as an umbrella system covering all modular systems and their integration. The main objective of IFMS is to achieve computerization of state wide financial transactions and efficient monitoring and facilitate a Single Window interface across various functions.

1.2 Help Desk

In case of any query please contact at Help Desk –

<table>
<thead>
<tr>
<th>Email ID</th>
<th><a href="mailto:ifms-rj@nic.in">ifms-rj@nic.in</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone No.</td>
<td>0141-5153222</td>
</tr>
<tr>
<td>Extension</td>
<td>4452</td>
</tr>
</tbody>
</table>

2 Product Features

(1) Web application is developed in ASP.NET

(2) Reports are generated using Crystal Reports and SQL Server Reporting tool.

3 Installation Instructions

3.1 Software requirement

- Internet Explorer 7.0 or higher version
- PDF Acrobat Reader (9.0)

3.2 Hardware requirement

- Pentium 4 Desktop
- 512 MB RAM
- Printer (Dot-Matrix Printer or Laser)

3.3 Networking requirement

- Internet Connection with uninterrupted 512 kbps speed
3.4 Installation procedure

- User need to Access the application through following URL

URL: http://ifms.raj.nic.in/

Figure No.-1
4 SubOrdinate Users:

This form helps Hod/BCO user to create Sub ordinate User for Office and DA under IFMS for specific office. The Hod/BCO will login to the IFMS using the web based application for User of Sub ordinate User.

4.1 SubOrdinate Users for Offices:

Finance $\rightarrow$ Budget Distribution $\rightarrow$ Users for Subordinate Offices

1) Select the ‘Bfc Unit’ drop down list.

2) Choose the User type and when click on user type then show diagram as
3) When click on Office user Type then create user show in list and remaining office list is showing in office drop down list. Select the office for creating subordinate users.
4) Click on Create User button then system automatically create the user and password for selected offices.
4.2 **SubOrdinate Users for DA:**

1) Select the Bfc Unit from BFC unit drop down list.
2) Select the User Type as DA
3) Select the Office from Office drop down list.

![Diagram of Subordinate Users for DA]

*Figure No.-7*
4) Click on the Create user for creates the subordinate user for DA.

Figure No.-8