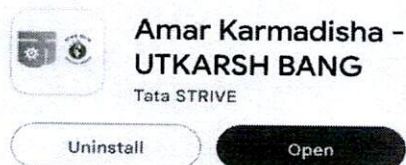


## SOP of Amarkarmadisha Application:

### Operational:-

1. **Accessibility:** Candidates needs to use the below mentioned URL- <http://amarkarmadisha.wb.gov.in> in the address bar. For Mobile user, candidates can directlydownload the Amarkarmadisha app. Icon looks like:



2. **Language:** Candidate need to select the language. There is an option to change the language during the journey as well.
3. **Login:** a) Need to put the 10 digit phone number. Multiple registration can happen from one phone number.  
b) One then needs to insert his/her DOB (Date of Birth) which should be unique against each candidates.  
c) Click for the OTP.
4. **OTP validation:** A 6 digit OTP will go to the registered Phone number. We need to ensure that the DND (Do not Disturb) service shouldn't be activated & SMS pack should be activated in the Registered phone number. Through this any issues regarding the OTP can be avoided.  
After waiting for 2 minutes if you still don't receive the OTP then you can click on "Resend OTP".
5. **Registration Page:** Candidates need to put his/her basic details. \* indicates Mandatory field. A total of 16 fields (mandatory) are required to be filled while Registration.
6. **Play the Game instruction Video:** A video of 2.35 minutes can guide them about the game along with instructions. Through these instruction candidates will get to know their interest & personality traits.
7. **Picture Based Assessment:** a) A total of 42 activity has been presented as pictures. Looking at the pictures and asking themselves whether he/she like doing it or he/she don't like doing it or he/she like doing it some time. His/her response will be captured while clicking through 'Like', 'Dislike', 'May be'.  
b) Students shouldn't think too much & ensure they don't select "Maybe" too much in order to get the appropriate results.
8. **Chatbot validation:** This is second step of the assessment. We will be showing some situation specific questions. A total of 10 questions will be shown to them. Candidate's needs to share that what he/she will be doing in that particular situation while clicking one answer against each situation.



9. **Holland Code:** Post the assessment, candidates will get to know his/her Holland code which is also known as Personality type. A video of 2.30 minutes will explain about the Holland code/Personality types & the job roles which will best for your career.

10. **Result Page:** a) Candidates can see the Registration id at the head of the page.

b) Candidates can see the courses along with sectors based on his/her Holland code/personality types.

c) Candidates can download the report multiple time as per his/her convenience. It will be downloaded as a PDF. The report will come as per the language which you have chosen while playing the assessment. If you have played in Bengali then the report also be downloaded in Bengali. Same is applicable for English & Hindi as well.

d) Candidates can ask for the counselors help after clicking the "Connect with Counselor" button. We will get an intimation & the same has been forwarded to PBSSD.

e) Replay game - We have also advised to discourage the candidate from using the replay feature if possible.

f) Job Trend Page: Candidates can see the course wise salary & vacancies of WB & outside of WB. Basically we have shown the Rojgar Seva Portal data which will be updating once in a month.

11. **Job Trend page:** candidates will get an idea about the vacancies & Salary structure against his/her suggested courses. He/she can share their interest and save it accordingly.

12. **Segregation ITI/Polytechnic/Utkarsh Bangla Course:** Candidates can see the suggested courses against each vertical along with timeline of admissions.

13. **Training center Details:** a) Candidates can see the Short-term courses along with TC contact details against his/her districts or nearby districts.

b) Candidates will also get the manual search options to check the suggested short term courses in all districts of WB.

### **Technical:-**

1. To avoid cell tower congestion, with respect to the network, it's advisable to perform the counselling in a staggered manner. Arrangement of wi-fi network connection will be helpful to avoid the congestion issue
2. If at any point during the game the app closes for whatever reason there is no need to panic. The students will be taken to the same stage of the game if they login again with the same phone number and Date of Birth.
3. If the candidate loses internet connection or the app stops working, the counsellors are advised to check their bandwidth with the help of the link given below and then continue .LINK: <https://www.speedtest.net/>.

## Frequently Asked Questions for the staff for Amar Karma Disha facilitation through Duare Sarkar

### 1. What is Amar Karma Disha?

The Amar KarmaDisha application is a career guidance solution based on scientific assessment of personality type, mapping it with career choices through a web and mobile application. This application is designed to improve the employability for the young professionals by making them aware of their personality traits.

### 2. How can Amar Karma Disha be accessed?

Amar Karma Disha is available both as web and mobile application. The mobile application is available in Google Play Store, and the web application can be accessed at <https://amarkarmadisha.wb.gov.in/>. The application is OTP linked and an easy anytime access application.

### 3. Who are the end beneficiaries?

- Students of classes VIII, IX, X, XI, and XII
- School Passouts and Out of School children
- Unemployed youth of the State
- Aspirants for ITI, Polytechnic, Vocational Education, and Short-Term Training Institutes (STTIs)
- General youth in the age-group of 15-44 years across the State

### 4. How is Amar Karma Disha beneficial?



Amar Karma Disha is a free, anytime access solution to navigate one's career choices in a direction based on his/ her interest. The solution also provides suitable job-roles based on an individual's interest to improve the employability chances. Candidates may connect with counselors for one-to-one career counselling post psychometric assessment by clicking on the 'Reach Out for Counselling' button.

5. What are the services provided through Duare Sarkar camps?

- Handhold the students in registering in Amar Karma Disha and playing the psychometric assessment game using the web application or the mobile application in the candidate's mobile phone.
- Providing the candidates, a printout of the multi-lingual Career Interest Assessment Report received by the candidate post the psychometric assessment.
- Addressing the general queries regarding Amar Karma Disha of the candidates and sharing IEC materials/ pamphlets regarding the same.

6. What are the other services to be provided through the camps?

- Dissemination of information regarding admission to Polytechnics, it is, Vocational Education and Training in Educational Institutions and Short-Term Training (STTs) through TPs.
- Mass awareness about the Rojgar Seva Portal for jobs and guiding the candidates for opportunities of credit linkages through West Bengal Bhabishyat Credit Card Scheme.

7. How is Amar Karmadisha different from any other Psychometric assessments?

Most psychometric assessments are conducted in a pen and paper format. However, "Amar Karmadisha" is a Picture Based career assessment tool to build gamified user friendly interface for our youngsters while taking the assessment.

8. How long does it take to get the counseling report?

The counseled candidates get an instant view of the Career Interest Assessment Report and can download the report by clicking on the 'Download Report' button.