

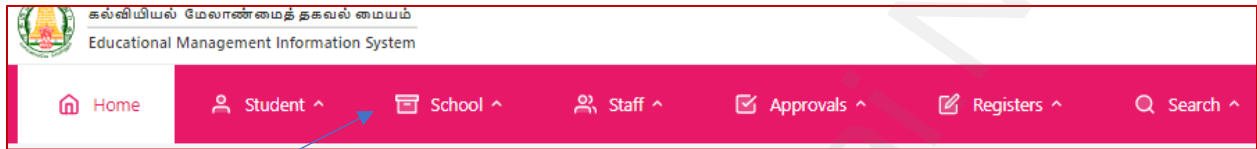
## THANJAVUR DISTRICT- SAMAGRA SHIKSHA

### HOW TO UPDATE THE NS-NOP IN EMIS PORTAL

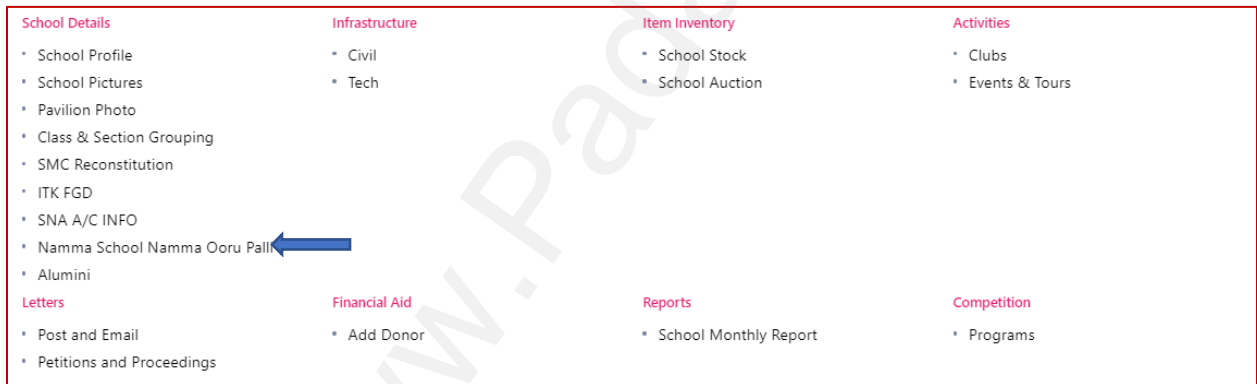
#### USING SCHOOL LOGIN

#### USER NAME AND PASSOWORD

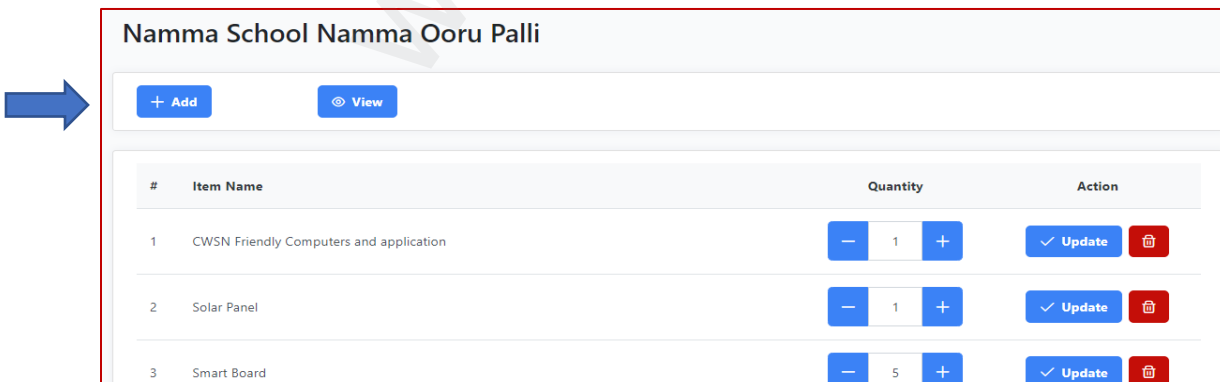
#### STEP :1



#### STEP 2:



#### STEP 3: CLICK Namma school Namma ooru palli



## STEP 4: Select the Needed category, Sub-category, Item & Quantity

The screenshot shows a form titled "Namma School Namma Ooru Palli". It contains four main sections: "Category \*", "Sub-Category \*", "Item \*", and "Quantity \*". Each of the first three sections has a dropdown menu with "Please Select" as the placeholder text. Below each dropdown is a red text prompt: "Please Select Category", "Please Select Sub-Category", and "Please Select Item" respectively. The "Quantity \*" section features a blue minus button, a white input field, and a blue plus button. At the bottom right, there are two buttons: a green "Submit" button and a red "Cancel" button.

## STEP 5: Click 'Submit'

This screenshot shows the same form as in Step 4, but with the "Category \*" dropdown menu open. The menu lists four options: "Sports Equipment", "School Building Requirements", "Health and Hygiene", and "Science and Math Lab". The "Sports Equipment" option is currently selected and highlighted in blue. The "Submit" button at the bottom right is now highlighted with a yellow rectangular box, indicating the next step in the process.

**\*NOTE:** *Already a few items would be visible in the page. Do not worry about it and kindly fill your needs. It is mandatory for all the schools to select the needs.*