



## USER GUIDE: STARTUPNAGALAND.IN STARTUP'S WEB PORTAL

### 1. Introduction:

Welcome to the StartupNagaland Dashboard! This user manual will guide you through the registration process and help you navigate the functions and features of the Startup Dashboard. The Startup Dashboard is designed to assist startups in managing their profiles, accessing resources, tracking progress, and connecting with incubators and mentors.

### 2. Registration Process:

To register on the StartupNagaland Dashboard, follow these steps:

2.1. Go to <https://startupnagaland.in/> and click on the "Register" button.

2.2. Fill out the Registration Form with your personal information and click "Submit."

2.3. Check your email for an activation link and click on it to activate your account.

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#### LOGIN FORM

Congratulations! Check your email for activate your account

admin@startupnagaland.in

2.4. Verify your email address and proceed to login to your account.

#### LOGIN FORM

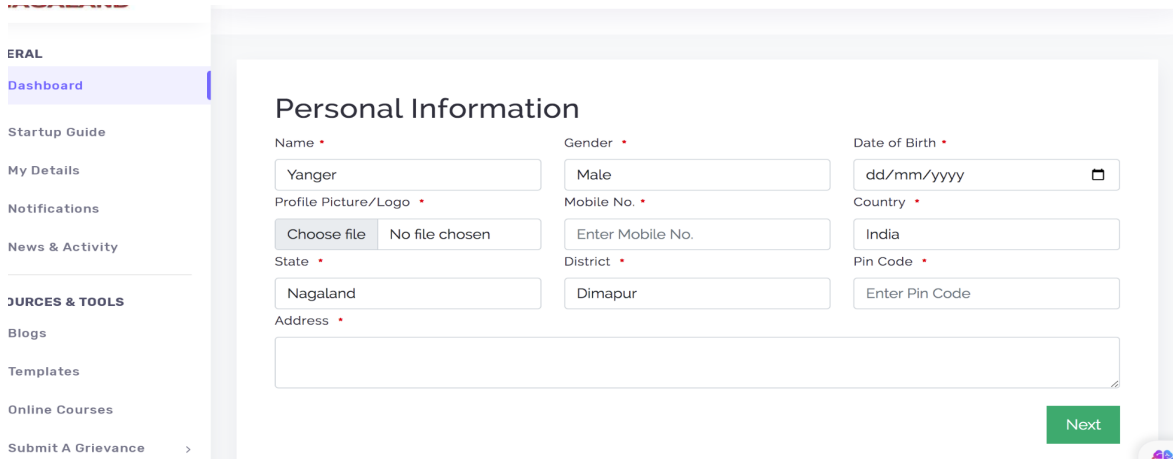
Thank You Your Account Activated !!!

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### 3. Profile Setup:

After logging in, complete the Personal Information Form and the Startup Information Form:

3.1. Personal Information Form: Fill in your personal details and click "Next" to proceed.



The screenshot shows the 'Personal Information' form in the ERAL dashboard. The form is divided into several sections: Name (filled with 'Yanger'), Gender (filled with 'Male'), Date of Birth (filled with 'dd/mm/yyyy'), Profile Picture/Logo (with a 'Choose file' button and 'No file chosen' text), Mobile No. (filled with 'Enter Mobile No.'), Country (filled with 'India'), State (filled with 'Nagaland'), District (filled with 'Dimapur'), and Pin Code (filled with 'Enter Pin Code'). There is also an empty 'Address' field. A green 'Next' button is located at the bottom right of the form.

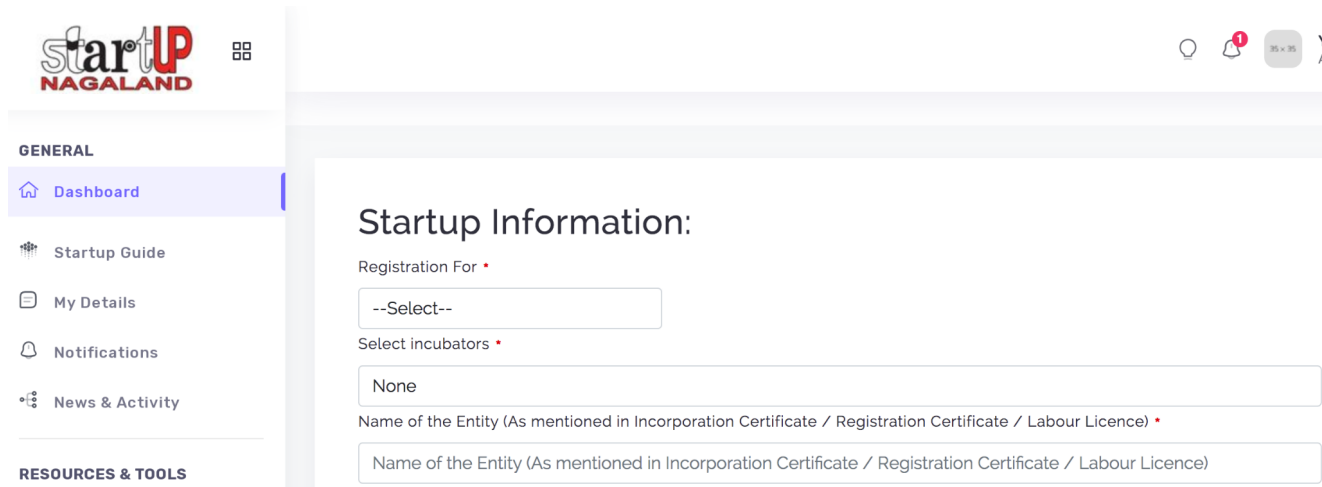
### 3.2. Startup Information Form:

- Registration Tab: Select "Registered Startup" if your company is incorporated and has a valid company incorporation certificate. Choose "Aspiring Startup" if your business is a proprietorship or a bootstrap startup.

- Incubator Center: Select your incubator center from the dropdown menu. If you are not affiliated with any incubator, choose "None."

- Complete the remaining sections of the form with relevant startup information.

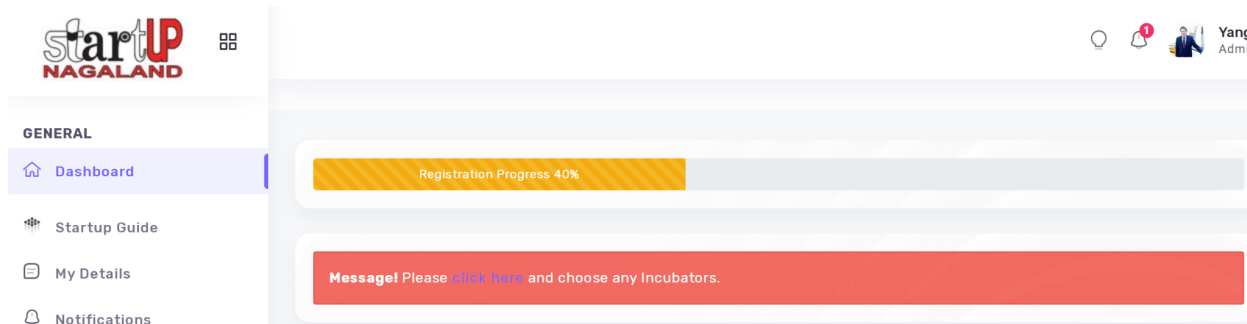
- Click "Submit" once all forms are filled.



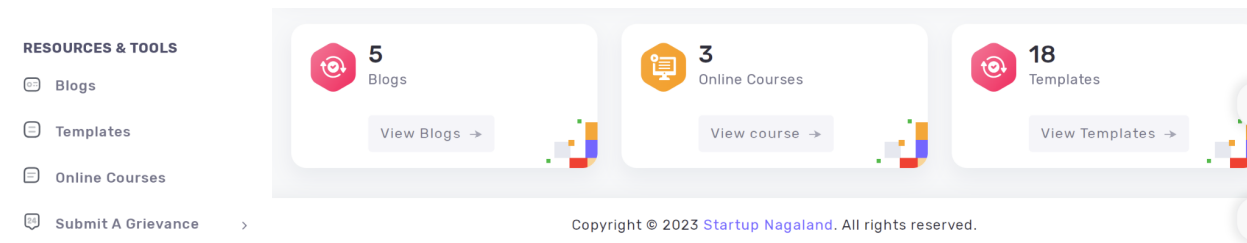
The screenshot shows the 'Startup Information' form in the Startup Nagaland Web Portal. The form is titled 'Startup Information:' and includes the following fields: 'Registration For' (a dropdown menu with '--Select--' selected), 'Select incubators' (a dropdown menu with 'None' selected), and 'Name of the Entity (As mentioned in Incorporation Certificate / Registration Certificate / Labour Licence)' (two identical text input fields). The portal's header includes the 'startUP NAGALAND' logo and navigation icons. The left sidebar shows the 'GENERAL' section with 'Dashboard' selected, and 'RESOURCES & TOOLS' section with various options like 'Startup Guide', 'My Details', 'Notifications', and 'News & Activity'.

## 4. Dashboard Functions and Features:

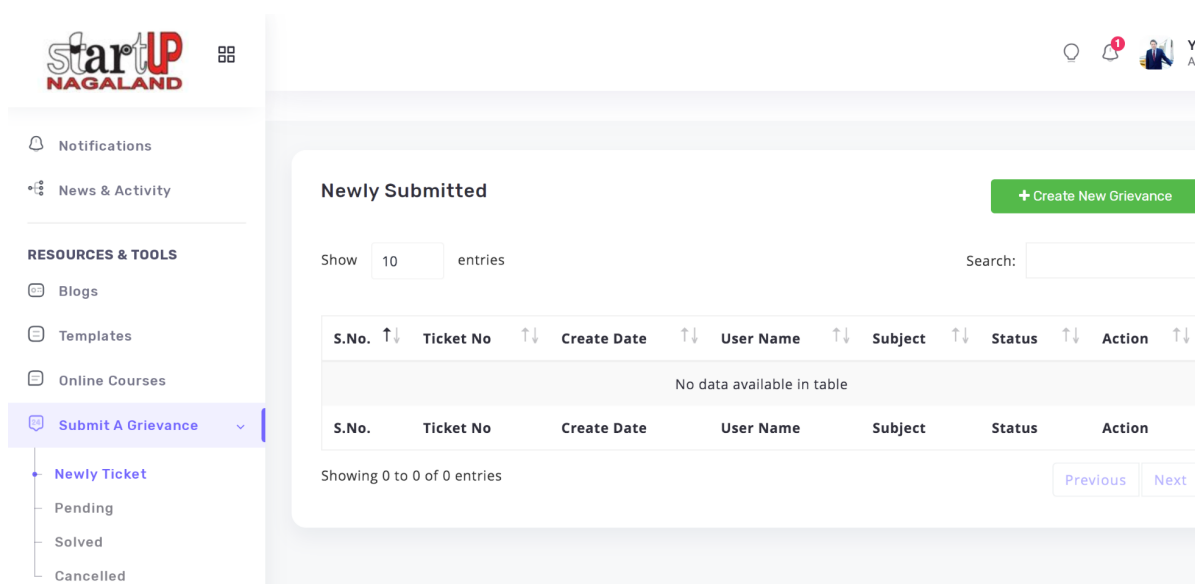
4.1. Profile Registration Progress: On your dashboard, you will find a progress bar indicating the completion status of your profile registration. Ensure that all required sections are complete for 100% progress.



4.2. Resource Access: Access resources and tools such as blogs, templates, and online courses to support your startup's growth and development.

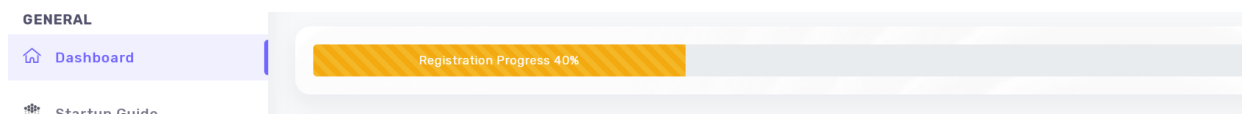


4.3. Grievance Submission: If you encounter any issues or have grievances, you can submit them through the dashboard for assistance and resolution.



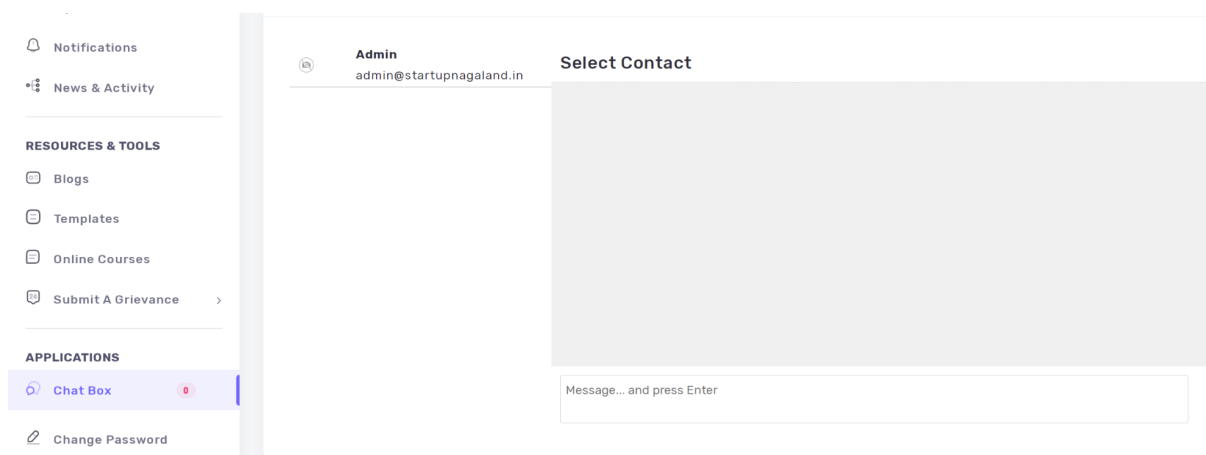
## 5. Tracking Progress and Milestones:

The Startup Dashboard allows you to track your startup's progress and milestones. Use the provided tools and features to monitor your achievements, set goals, and measure progress toward your objectives.



## 6. Collaboration and Communication:

Utilize the dashboard's communication features to collaborate with incubators and mentors. Engage in discussions, seek guidance, and connect with relevant stakeholders to benefit from their expertise and support.



## 7. System Configuration and Settings:

Customize system settings and configurations to align with your preferences and requirements. Explore the available options to personalize your dashboard experience.

## 8. Troubleshooting and Support:

If you encounter any difficulties or have questions, refer to the FAQs section in this user manual for answers to common queries. If further assistance is needed, you can reach out to the support team by visiting the "Contact Us" page or using the provided communication channels.

## 9. Glossary:

Refer to the glossary section for definitions of key terms and concepts used throughout the Startup Dashboard.

- 9.1. StartupNagaland Dashboard: The web-based platform that provides comprehensive tools and features for startups, incubators, and admins to manage and support the startup ecosystem in Nagaland.
- 9.2. Admin: The user role with administrative privileges, responsible for managing the overall operation and functionality of the StartupNagaland Dashboard.
- 9.3. Incubator: An organization or entity that supports and nurtures startups, providing resources, mentorship, and guidance during their early stages of development.
- 9.4. Startup: A newly established company or venture, typically with innovative ideas and high growth potential, seeking support and resources to grow and succeed.
- 9.5. User Management: The module that allows admins to manage user accounts, including startups, mentors, and incubators. It involves tasks such as adding new users, editing profiles, and monitoring user activities.
- 9.6. Data Visualization: The process of representing complex data and information in visual formats such as charts, graphs, and maps. It enables users to gain insights and understand patterns and trends within the startup ecosystem.
- 9.7. Startup Registration: The process in which startups sign up and provide their information to join the StartupNagaland platform. This information is reviewed and approved by admins and incubators to ensure authenticity and eligibility.
- 9.8. Grievance Management: The module that handles and addresses grievances raised by startups. It includes the process of receiving, assigning, tracking, and resolving grievances to ensure a smooth and supportive environment for startups.
- 9.9. Resources and Support: The module that provides startups with access to various resources, templates, and external courses to support their growth and development. It aims to enhance their skills, knowledge, and overall entrepreneurial journey.
- 9.10. Reporting and Analytics: The module that generates reports and provides analytical insights based on the data collected within the StartupNagaland Dashboard. It helps admins, incubators, and startups analyze performance, identify trends, and make informed decisions.
- 9.11. Real-Time Communication (Chat Box): The feature that enables direct messaging and real-time collaboration between users, including startups, incubators, mentors, and admins. It facilitates efficient and effective communication within the ecosystem.
- 9.12. Troubleshooting: The process of identifying and resolving technical issues or difficulties that users may encounter while using the StartupNagaland Dashboard. It provides guidance and solutions to common problems for a seamless user experience.

## Frequently Asked Questions (FAQs):

Q1. How do I register on the StartupNagaland Dashboard?

A1. To register, go to <https://startupnagaland.in/> and click on the "Register" button. Fill out the registration form and follow the instructions in the email sent to your registered email address.

Q2. How do I track my startup's progress?

A2. The dashboard provides tools and features to track your startup's progress and milestones. Monitor the progress bar on your dashboard and utilize the available tracking features to measure your achievements.

Q3. How can I access resources and tools for my startup's growth?

A3. The Startup Dashboard offers resources such as blogs, templates, and online courses. Navigate to the "Resources and Tools" section to access these materials and enhance your startup's growth.

Q4. What should I do if I encounter issues or have grievances?

A4. If you have any issues or grievances, you can submit them through the dashboard's grievance submission feature. Provide detailed information about the problem, and the support team will assist you in resolving it.

Q5. Can I collaborate with incubators and mentors through the dashboard?

A5. Yes, the dashboard provides communication features to collaborate with incubators and mentors. Engage in discussions, seek guidance, and leverage their expertise and support to benefit your startup.

Q6. How can I customize my dashboard settings?

A6. Explore the system configuration and settings options to customize your dashboard according to your preferences. Look for options to personalize your experience and adjust settings as needed.

For more specific questions or assistance, please refer to the platform's documentation, support resources, or contact the StartupNagaland support team.