IWAI- Inland Waterways Authority of India

User Guide

Approval Process
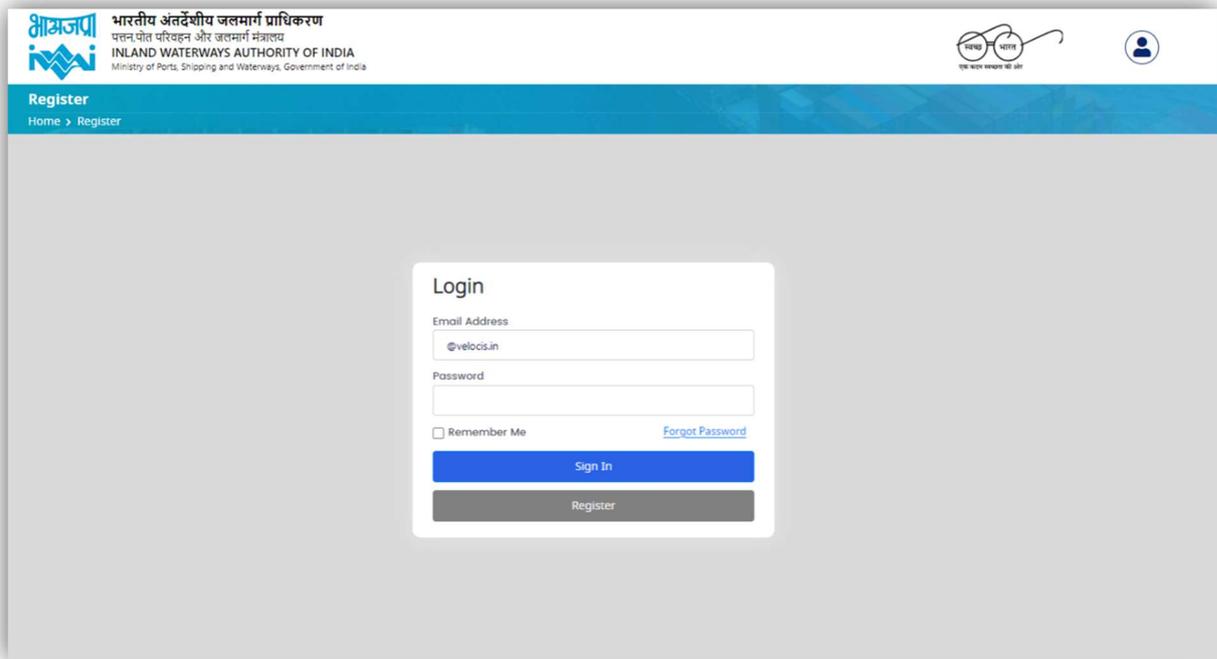
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1. Introduction

This user manual provides a step-by-step guide to navigating the system for the approval processes for registered user. The manual is designed to ensure that all users can efficiently use the system.
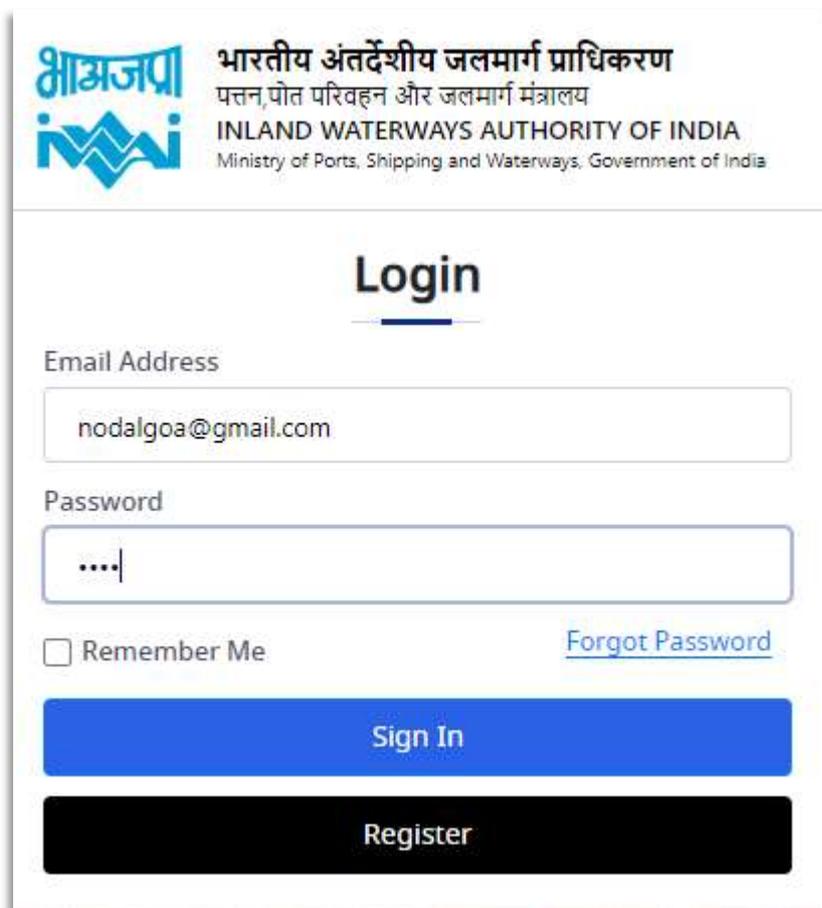
URL: http://35.200.177.231:8080

2. Login as State Coordinator

➢ Open your web browser and navigate to the IWAI login page.

➢ Enter your Username and Password.

➢ Click on the Sign In button.

3. Approval Process by State Coordinator

➢ The submitted registration form is automatically forwarded to the State Coordinator for approval.

➢ The State Coordinator logs in and navigates to the **User Registration** section.

> ➤ Click on **View** icon to review the full details of the application.
> ➤ The State Coordinator can either **Approve** or **Reject** the application based on the provided details.

> ➤ A confirmation popup will appear upon clicking **Approve**.

> ➤ Click **OK** to confirm the approval.
> ➤ After approval, the user will receive a confirmation email.