Khyber Pakhtunkhwa HR App

User Guide

CONTENTS

Khyber Pakhtunkhwa Health Government is determined to provide best health services to its public. To achieve the results, it is important to digitized the doctors' HR related data. KP HR Application has been designed to cater the aforementioned requirement. Application is designed for easy use and can be accessed from anywhere using the internet services.

There are three types of users to access the information.

    a. Guest User
        Only can view the information.
    b. Master User
        a. View the data
        b. Add the data
        c. Update the data
    c. Admin User
        a. View the data
        b. Add the data
        c. Update the data
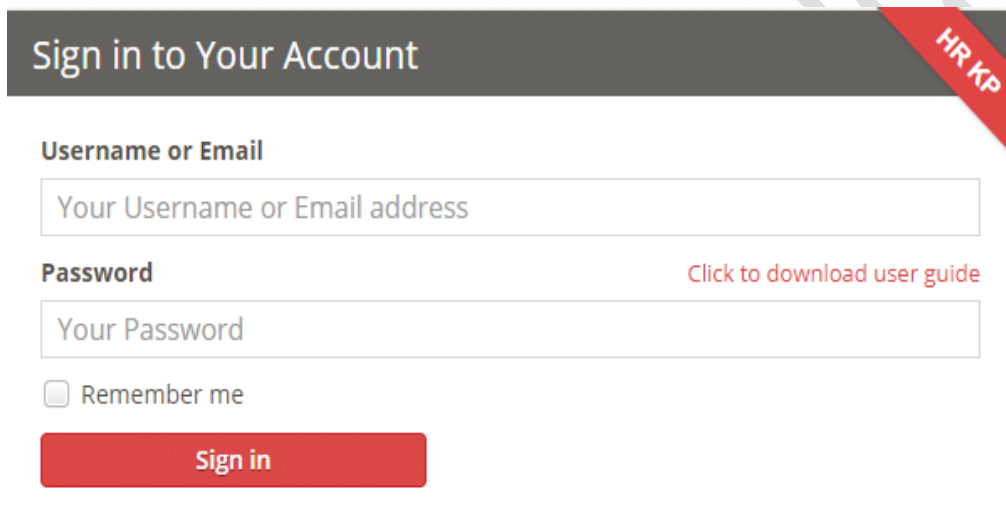   d. Delete the data

STEP#1: HOW TO OPEN APPLICATION

Open your Web Browser and type in the following web address (URL)

http://hrkp.lmis.gov.pk/

STEP#2: HOW TO ENTER CREDENTIALS TO LOGIN

Enter User Name and Password. Click on Remember me if you would like to save the credentials for later use, then click on Sign in button.

STEP#3: VIEW LIST OF DOCTOR

After successful login, you will view list of doctors.

View, Edit, Upload Picture and Active/Inactive

If you would like to upload a picture of specific doctor, please click on upward arrow icon in the first column "Actions".

If you would like to change a status of specific doctor (from "active" to "inactive" or "inactive" to "active"), please click on thumb icon in the second column "Actions".

In case, you would like to edit and view the information of a specific doctor, please click on dots icon in the last column "Actions".
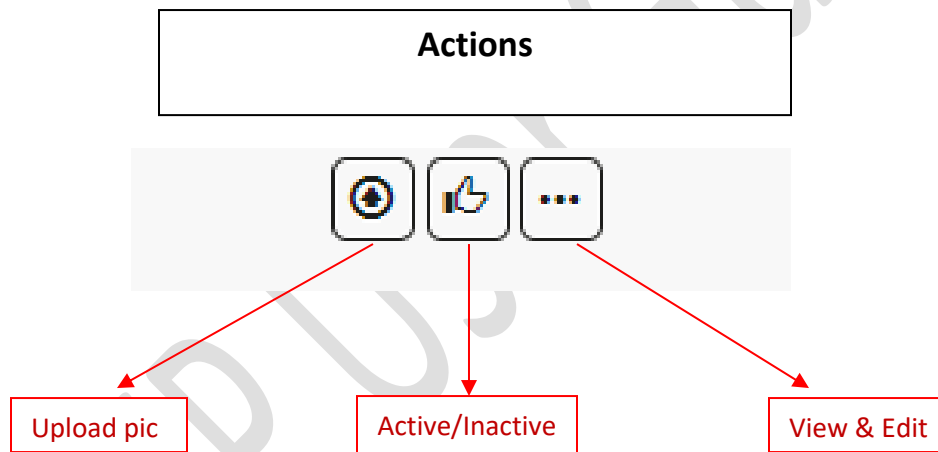
View & Edit Interface

In Edit mode, you can make changes and to save it , please press the Update Button.

STEP#4: ADD NEW DOCTOR IN THE LIST

To Add new Doctor in the list, please press ADD+ button. Then enter the values and press Save & Next.

🏠 Home | Manage HR

Training Record

[Add] [Export to Excel]

No▲	title	Training Date	Actions
1	BDS	2019-04-29	🗑 ✎
2	DCH	1995-01-01	🗑 ✎
3	DPT	2019-04-29	🗑 ✎
4	DTCT	2019-04-29	🗑 ✎
5	FCPS-I	2019-04-29	🗑 ✎
6	FCPS-II	2019-04-29	🗑 ✎
7	MBBS	2019-04-29	🗑 ✎
8	MCPS	2019-05-01	🗑 ✎
9	MD	2019-04-29	🗑 ✎
10	MPH	2019-04-29	🗑 ✎

10 ▾ records per page

Search: [   ]

Showing 1 to 10 of 14 entries

← Previous   1   2   Next →

Welcome
Superadmin ➡

Personal Record

Trainings Management

Speciality/Skills Management

Posting Place Management

District Management

Users Management

University Management

Degree Management

Add, Edit & Delete

To Add new Training in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific training from existing list, please click on bin icon in the first column "Actions".

In case, you would like to edit the specific training, please click on pen icon in the second column "Actions".

Add

Actions
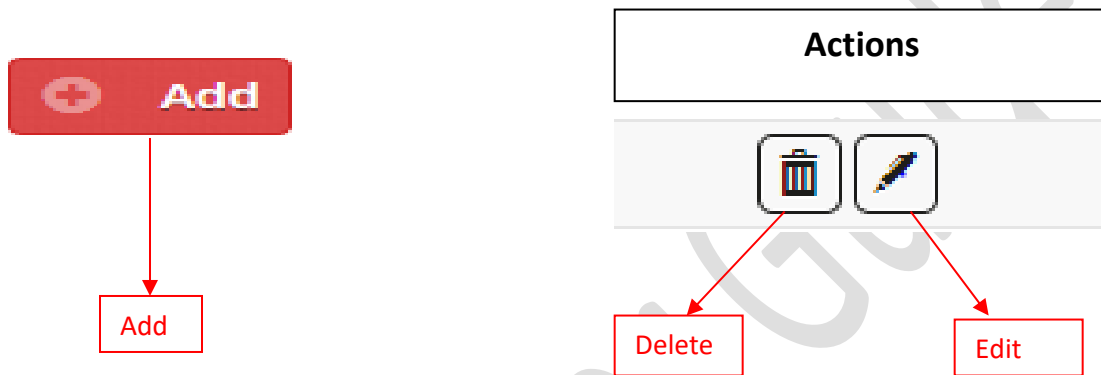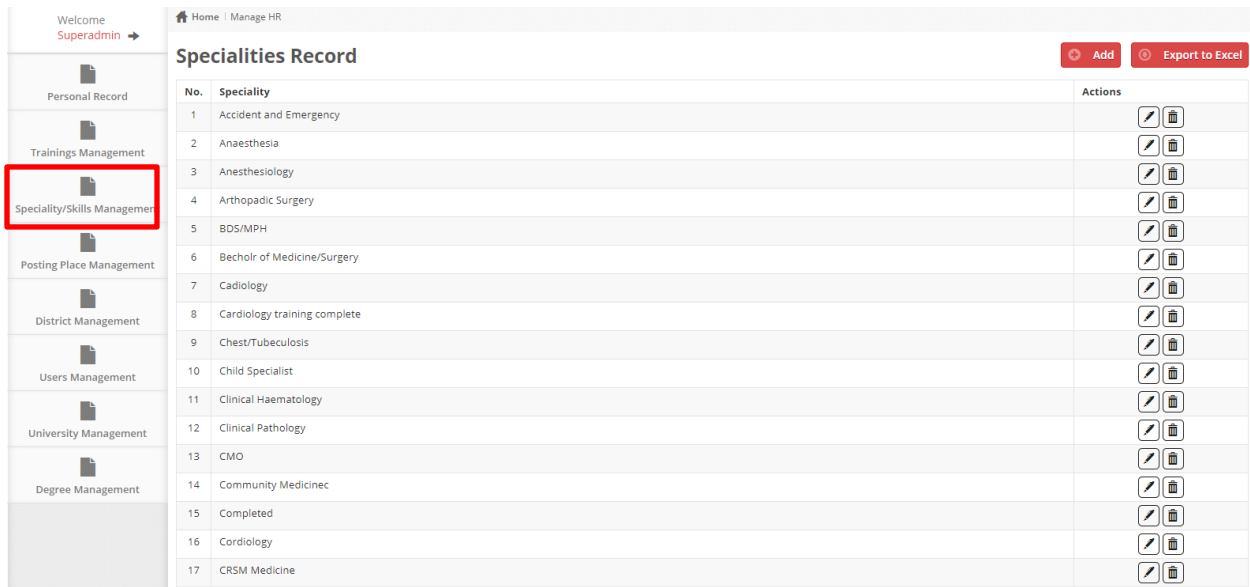
Delete

Edit

STEP#6: SPECIALTY/SKILLS MANAGEMENT – ADD, EDIT & DELETE

To Add new Specialty in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific training from existing list, please click on bin icon in the second column "Actions".

In case, you would like to edit the specific training, please click on pen icon in the first column "Actions".
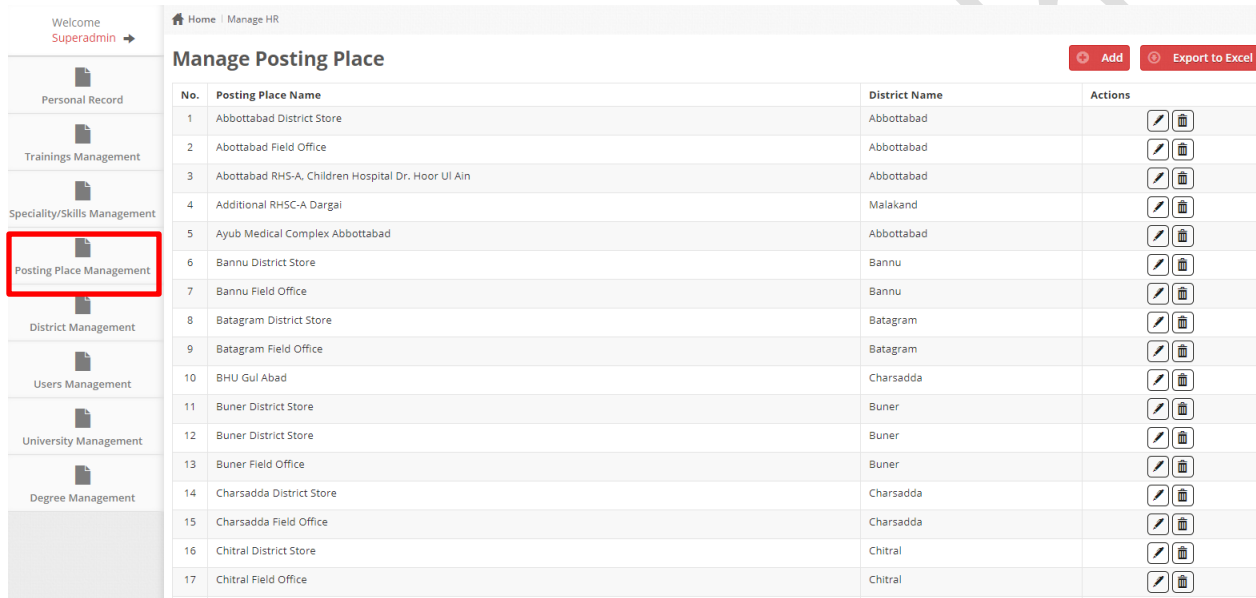
STEP#7: POSTING PLACE MANAGEMENT – ADD, EDIT & DELETE

To Add new Posting Place in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific posting place from existing list, please click on bin icon in the second column "Actions".

In case, you would like to edit the specific posting place, please click on pen icon in the first column "Actions".

STEP#8: DISTRICT MANAGEMENT – ADD & EDIT

To Add new District in the list, please press ADD+ button. Then enter the values and press Save.

In case, you would like to edit the specific district, please click on pen icon in the column "Actions".

STEP#9: USERS MANAGEMENT – ADD, EDIT & DELETE

To Add new Users in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific User from existing list, please click on bin icon in the second column "Actions".

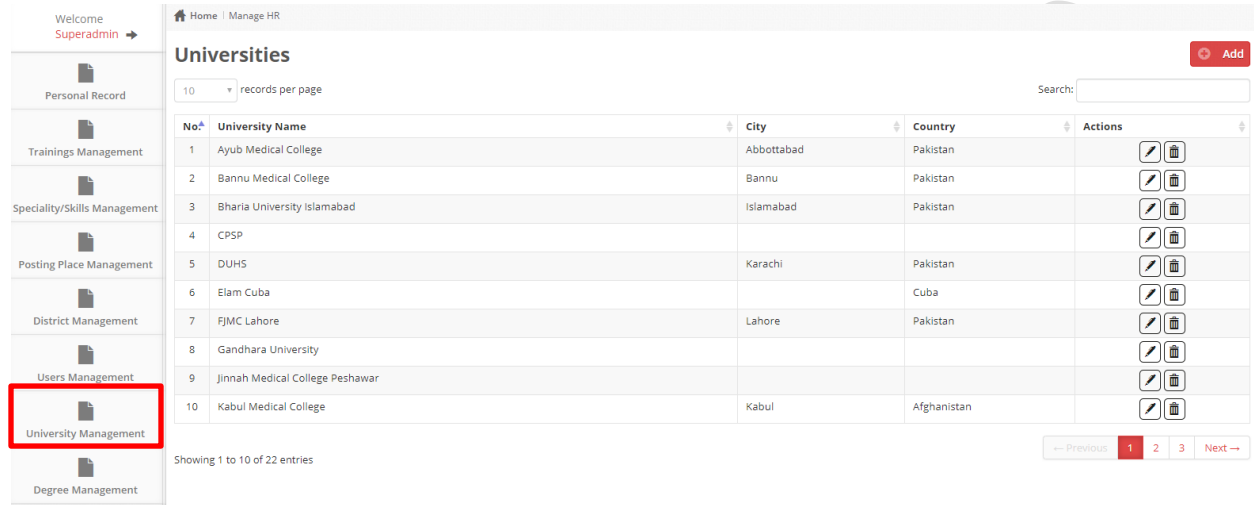In case, you would like to edit the specific user, please click on pen icon in the first column "Actions".

STEP#10: UNIVERSITY MANAGEMENT – ADD, EDIT & DELETE

To Add new University in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific university from existing list, please click on bin icon in the second column "Actions".

In case, you would like to edit the specific university, please click on pen icon in the first column "Actions".

STEP#11: DEGREE MANAGEMENT – ADD, EDIT & DELETE

To Add new degree in the list, please press ADD+ button. Then enter the values and press Save.

To delete specific degree from existing list, please click on bin icon in the second column "Actions".

In case, you would like to edit the specific degree, please click on pen icon in the first column "Actions".

1. To search for specific doctor information, enter the value in Search Box and press search button.
2. To Export list of doctors, press Export to Excel Button.
3. To Print list of doctors, press Print Button.
4. To Download user guide, press Download user guide Button.

5. Only fifty doctor's information is display on first page, So click on next button for remaining doctor's detail.
6. For sign out, press lock icon button.