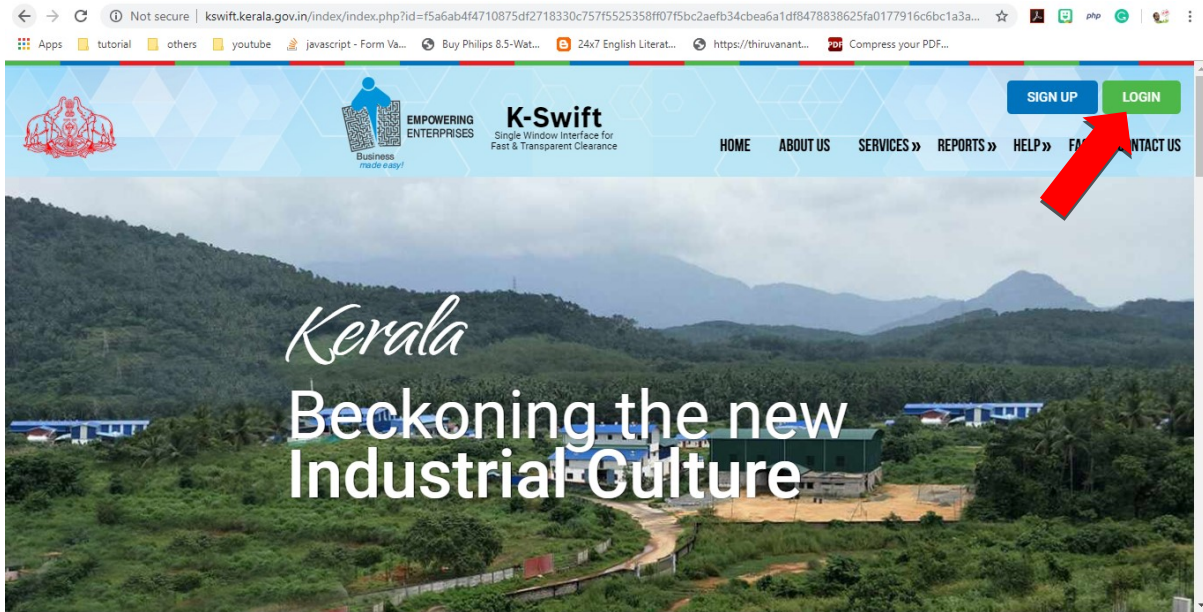
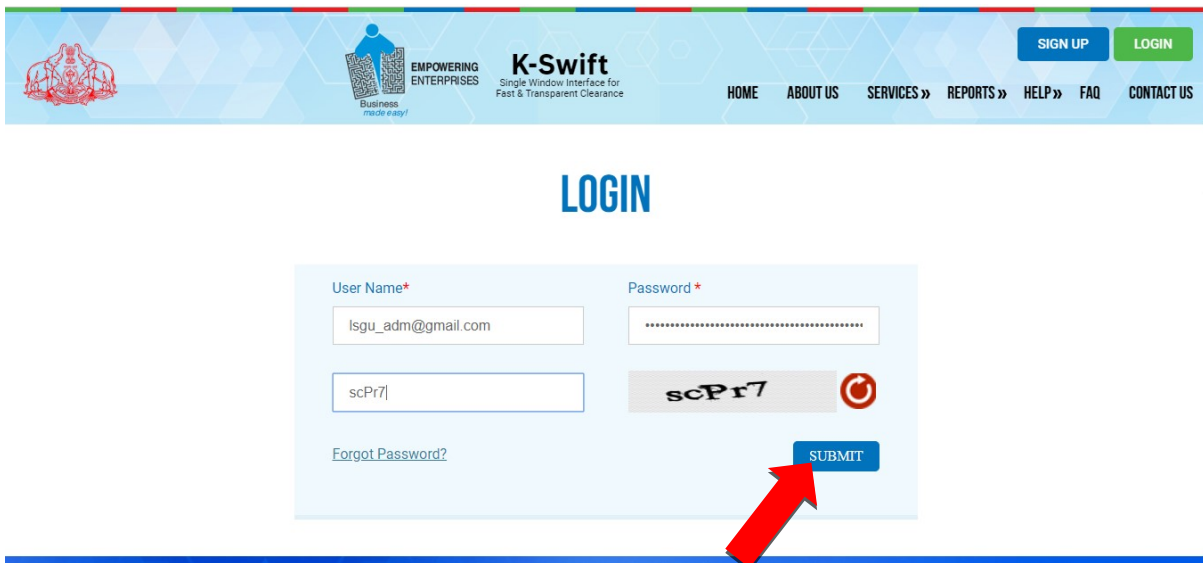


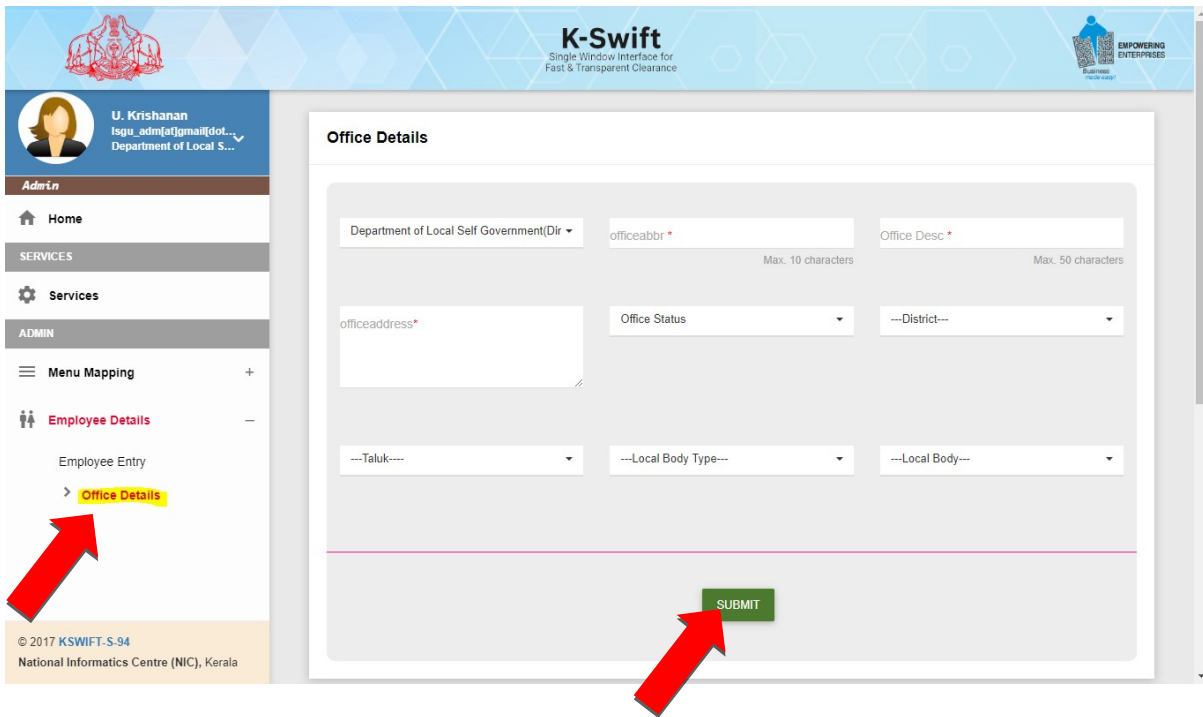
1. Type <http://kswift.kerala.gov.in> in the address bar of the browser. In that the window click the Login button.



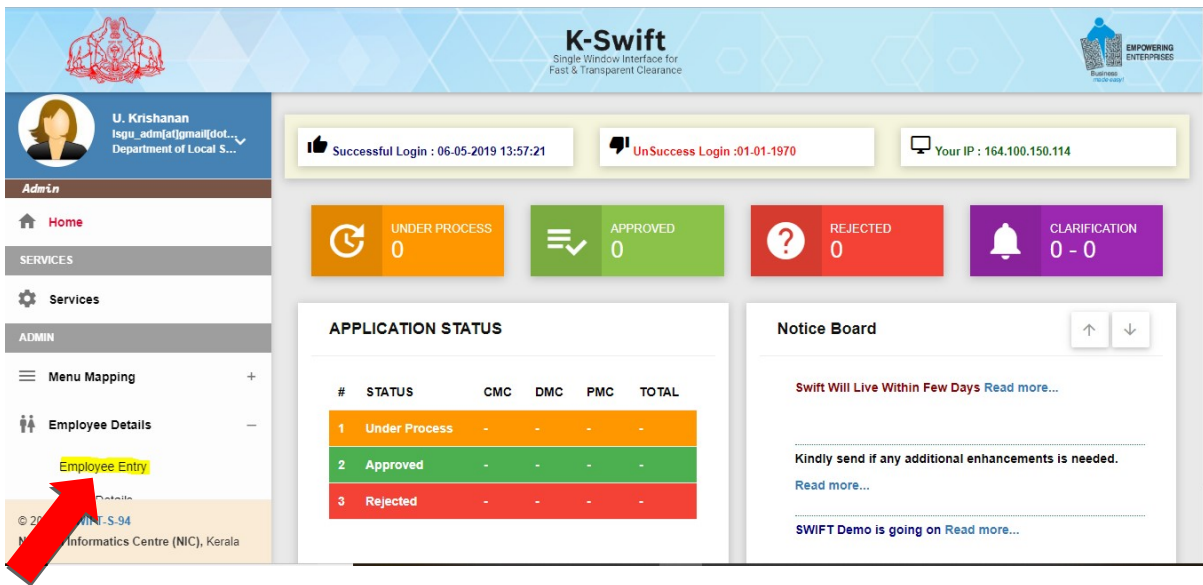
2. Then Type the username password and captcha and click the submit button for login



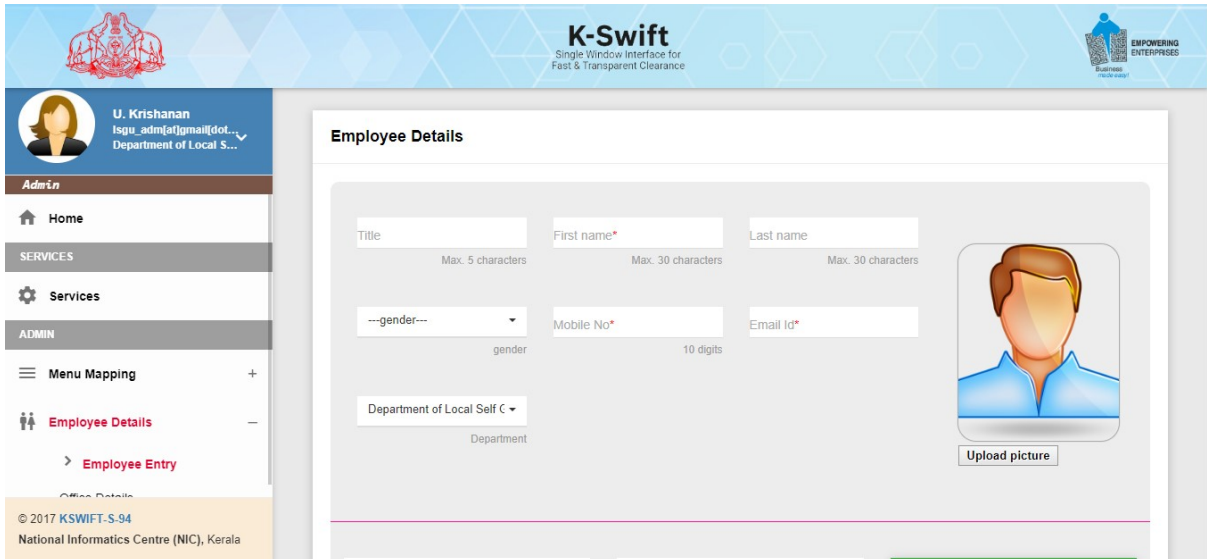
3. After Successful login, the home screen will appear on the screen. In that screen click on the office details link. In that the window type office details and click the submit button. If the data is valid, then the Office will be created.



4. After Creating the office, then click on the Employee entry link.



5. In that the page, Type all therelevant data such as name, mobile no, emailid, gender, office type, office, user role also.



6. After Entering all the data, click on the submit button. If the data is valid, then the account will be created. Multiple role can be assigned to an Officer.

