

Application Management System

User Manual

#startupindia

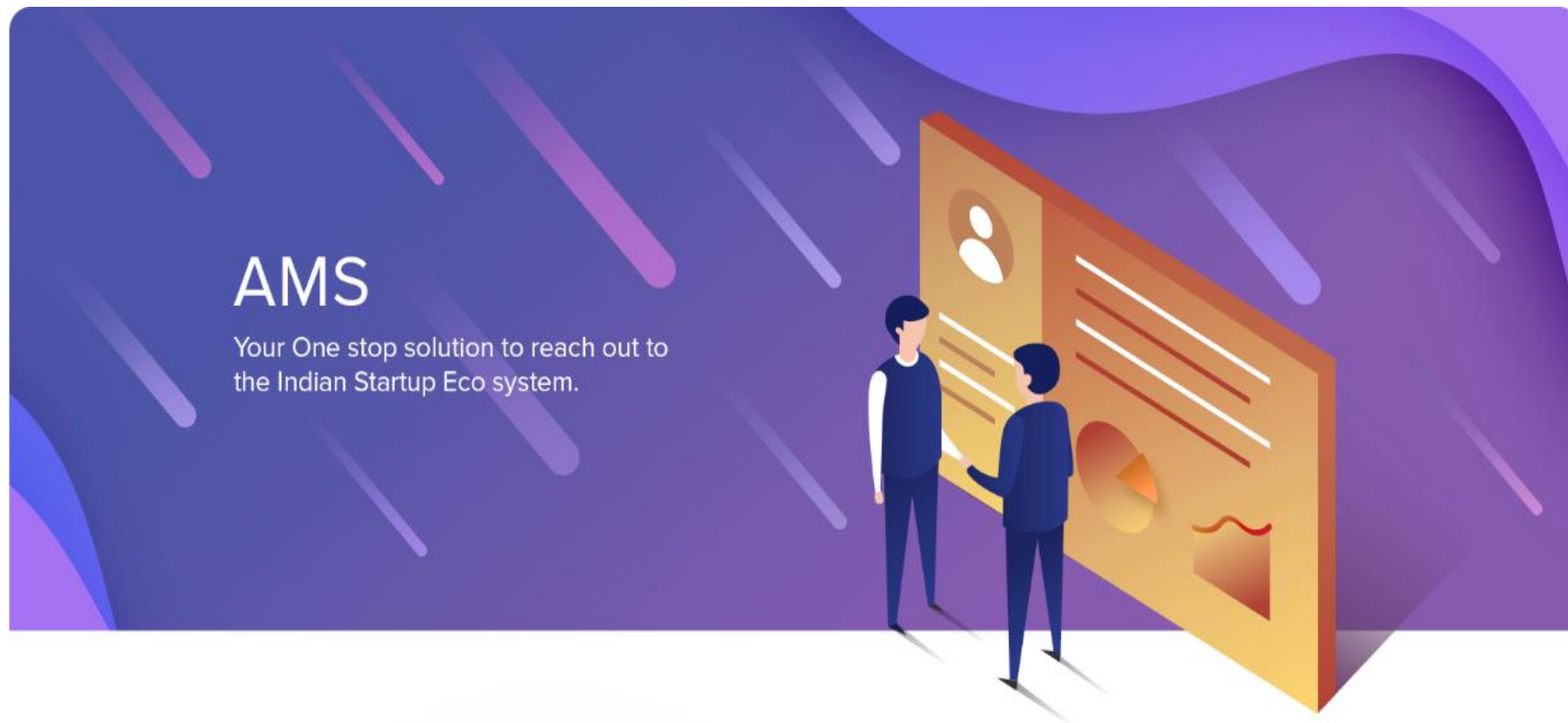


INTRODUCTION TO AMS

- Application Management System (AMS) allows the enabling bodies registered on the Hub to create their very own Program, Workshop or a Challenge along with the access to manage all applications that they will receive from startups and others during the course
- With the functionality of Accepting, Rejecting and marking the application as Incomplete, the AMS is an easy to use mechanism and an effective way to reach out a huge entrepreneurial ecosystem
- The type of Applications can be specific to any industry, service type or stakeholder type



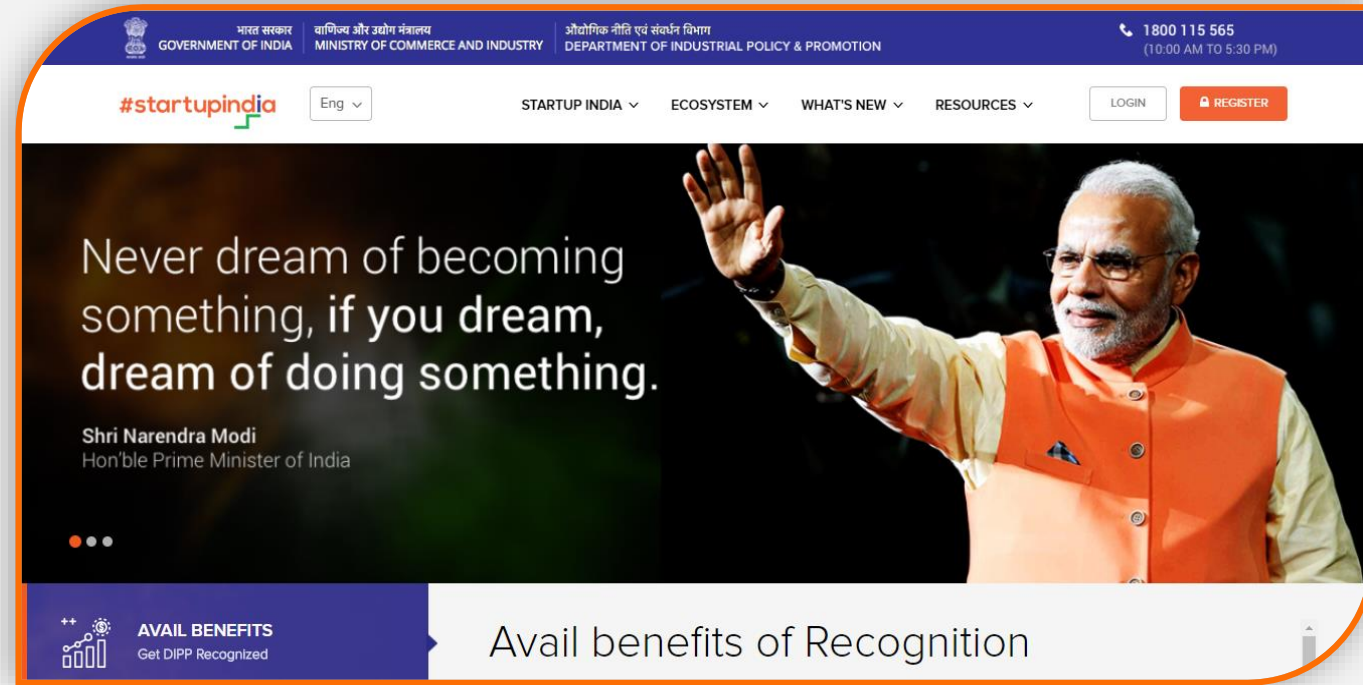
*Publishing of profiles takes approx. 48 hours as the Startup Team checks your profile to make sure that it fits the role of an Ecosystem Enabler



Steps to make your program live on the Startup India Portal through AMS:

Step I: Create Your Enabler Profile

- **Creating a profile simply requires you to go to www.startupindia.gov.in & click on REGISTER!**
- **Once your email address is verified via an OTP, you will be taken to a 'Persona Creation' page where you create similar to any other social media account**
- **Make sure to select the profile type as 'Enabler'. Only Enablers have the option to create a program using AMS**
- **You can create an Enabler profile only if you are:**
 - a Mentor
 - an Incubator
 - an Accelerator
 - an Investor or,
 - a Government Body



It All Happens Through Your Dashboard...

Step II: Visit Your Dashboard

The Dashboard is where you go to and begin creating your program

The screenshot shows the #startupindia dashboard. At the top, there is a header with the logo and navigation menu. The main content area is divided into sections: 'Blogs' with three featured articles, 'News' with three featured news items, and a user profile sidebar on the right. The user profile shows the name 'SIH Admin' and a progress bar for 'MY PROGRAMS' and 'EVENTS & PROGRAMS'.

Latest blog posts, newsfeed and stakeholder suggestions relevant to you are regularly updated on your Dashboard

MY PROGRAMS

Click on My Programs to view your AMS Dashboard

EVENTS & PROGRAMS

Click on View Programs to check out programs created by other Enablers on the Portal

Step III: Select Your Program Type

Types of Programs we have for you:

Accelerator Program

Incubator Program

Challenge

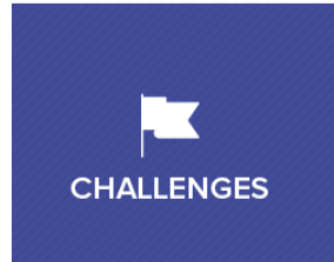
Workshop/Events

Streamline your Application Management Experience



Accelerator's can launch their program using the Startup India Hub platform to find, grow and assist high potential Startup's. Accelerator's may select Startup's based on their own evaluation. Accelerator's have an option to review applications on ongoing basis, shortlist applicant and declare winners

[Start Your Accelerator Program >](#)



Ministries, Government Departments, Companies and PSU's can use Application Management System as a tool to reach out to Startups to solve their problems. Using this platform Enablers can call for applications for one or more problem statements simultaneously

[Start Your Challenge >](#)



The Application Management System is an ideal platform to host information about your upcoming events and workshops where you seek participation from members of the Startup Eco system. With over 200 tags to filter the audience that signs up for your event, you can be assured a high quality participation!

[Start Your Workshop >](#)

On selecting My Programs on your AMS Dashboard, you will be taken to the first step of creating any program which is, selecting the type of application you wish to create

Step IV: Fill out the Program Details

Greetings from Startup India! Firstly, thank you for being a contributor to one of the world's largest Startup Eco system! Getting your accelerator program application hosted takes about 5-7 minutes once you have decided on the construct of the program. Simple fill in the check boxes with details and following the navigation cues. In case you get stuck somewhere, feel free to reach out to us @ dipp-startups@nic.in

Program-Accelerators details

Title/Name*

Overview / Description*

Stakeholders

Relevant Stakeholder(s)*

Relevant Industry*

Relevant Service Type*

Detailed Eligibility Criteria*

This is where you give some essential information regarding your program like:

Title & Overview

Relevant Stakeholders (your target audience for the program), Eligibility Criteria & Incentives

Program SPOC details

Banner Image, Partners & Logos

Social Links (If Any)

Create Your Own Application Form

We have a plethora of questions to select from. The questions have been divided into buckets/categories for your convenience.

Not able to find the questions you are looking for?

The screenshot shows a three-step progress bar: 1. Select type of Application (checked), 2. Add Your Accelerator Program Details (checked), and 3. Select your questions (active). Below the progress bar, a message reads: "Great! You've given us the broad construct, now lets get the finer details in place. Just select the questions you want as a part of the evaluation process and proceed! Pro tip – Asking specific questions helps you get a better insights regarding someone's candidature".

Below the message is a horizontal menu with seven categories: PERSONAL AND TEAM DETAILS (highlighted in orange), GENERAL QUESTIONS, SOLUTION DETAILS, REVENUE MODEL, COMPETITION, ROAD MAP AHEAD, and ADDITIONAL QUESTIONS.

No.	Question	Include	Mandatory
1.	Name	<input type="checkbox"/>	<input type="checkbox"/>
2.	Company Name	<input type="checkbox"/>	<input type="checkbox"/>
3.	Brand Name	<input type="checkbox"/>	<input type="checkbox"/>

The screenshot shows the 'Additional Questions' section of the form. It features a horizontal menu with seven categories: PERSONAL AND TEAM DETAILS, GENERAL QUESTIONS, SOLUTION DETAILS, REVENUE MODEL, COMPETITION, ROAD MAP AHEAD, and ADDITIONAL QUESTIONS (highlighted in orange).

No.	Question	Mandatory
1	<input type="text"/> Select Question Type <input type="text"/> + Add more questions	<input type="checkbox"/>

You can add your own questions in the form under the option 'Additional Questions' which can be a text, radio, dropdown, or any other type of question of your choice!

Final Step: Manage Your Applications through the Dashboard

The screenshot displays the 'Enabler Dashboard' interface. On the left, there is a navigation menu with buttons for 'HOW TO USE AMS' and 'START NEW APPLICATION'. Below these are filters for application status: All (153), Approved (52), Completed (24), Drafted (39), Incomplete (18), Rejected (12), and Submitted (8). The main dashboard area shows a summary of application counts: 150 All, 150 Pending, 0 Approved, 0 Rejected, and 0 Incomplete. Below the summary are search and download options. A table lists the following applications:

APP ID	APPLICANT'S NAME	APPLICATION DATE	USER TYPE	STATUS
HBDI00176	Aysdev	22 JAN, 2019	Ideation Stage Startup	Pending
HBDI00118	NOWY	22 JAN, 2019	Ideation Stage Startup	Pending
HBDI00174	Aindra Labs	22 JAN, 2019	Early Traction Startup	Pending
HBDI00175	ElkanIO Research Labs	22 JAN, 2019	Early Traction Startup	Pending
HBDI00173	Docsinblocks	21 JAN, 2019	Validation Stage Startup	Pending
HBDI00172	Loop Reality	21 JAN, 2019	Early Traction Startup	Pending

Once the program is submitted by the Enabler, it is vetted by the Admin which takes less than 48 hours.

As it is approved by the Admin, the application goes live on the portal for Startups and Others to apply! You can manage these entries on Dashboard.

And yes, we allow you to Download these as well!