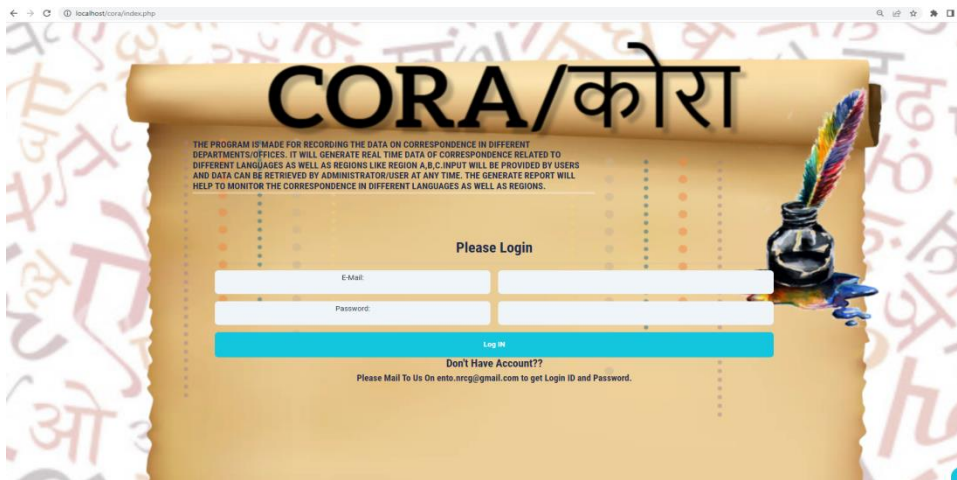
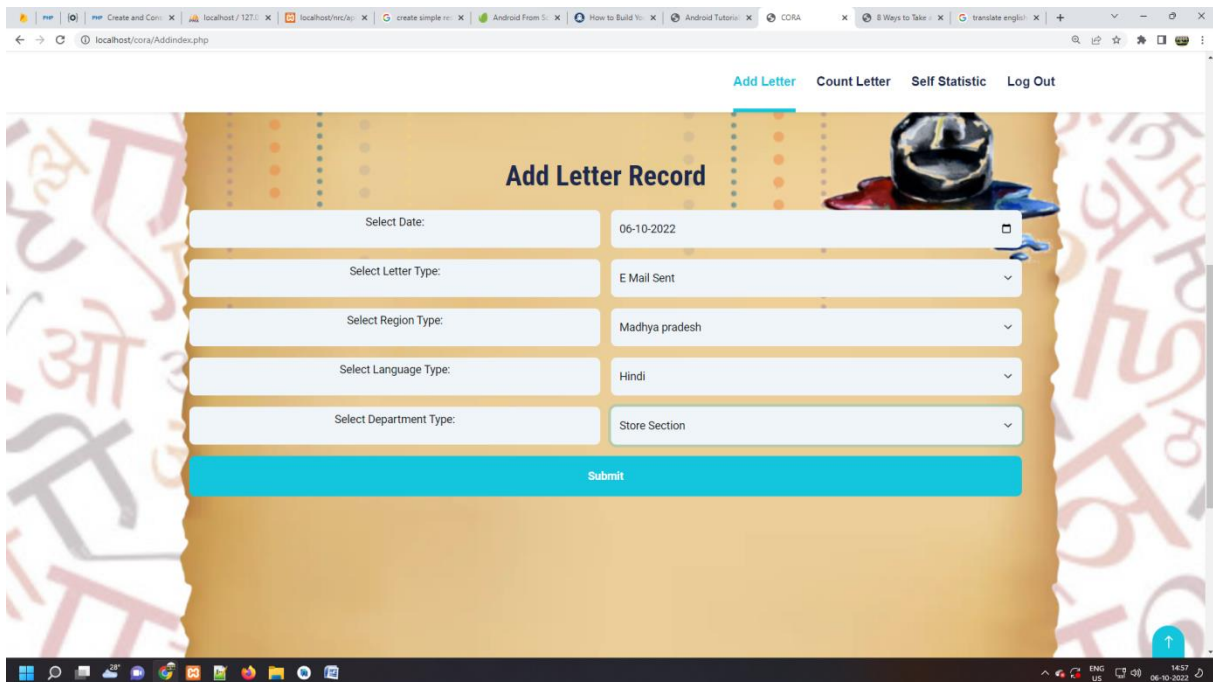


Login/□□□ □□ □□□□:Login using :Email Id and Password

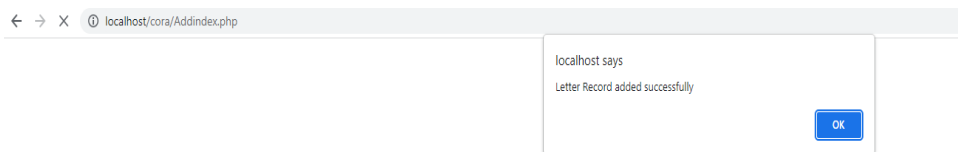


- 1.To Sign up Cora app for the first time please mail to us on **ento.nrcg@gmail.com** to get the login ID and Password.
- 2.Login by using login id and password
- 3.To Add the letter record, please choose the date

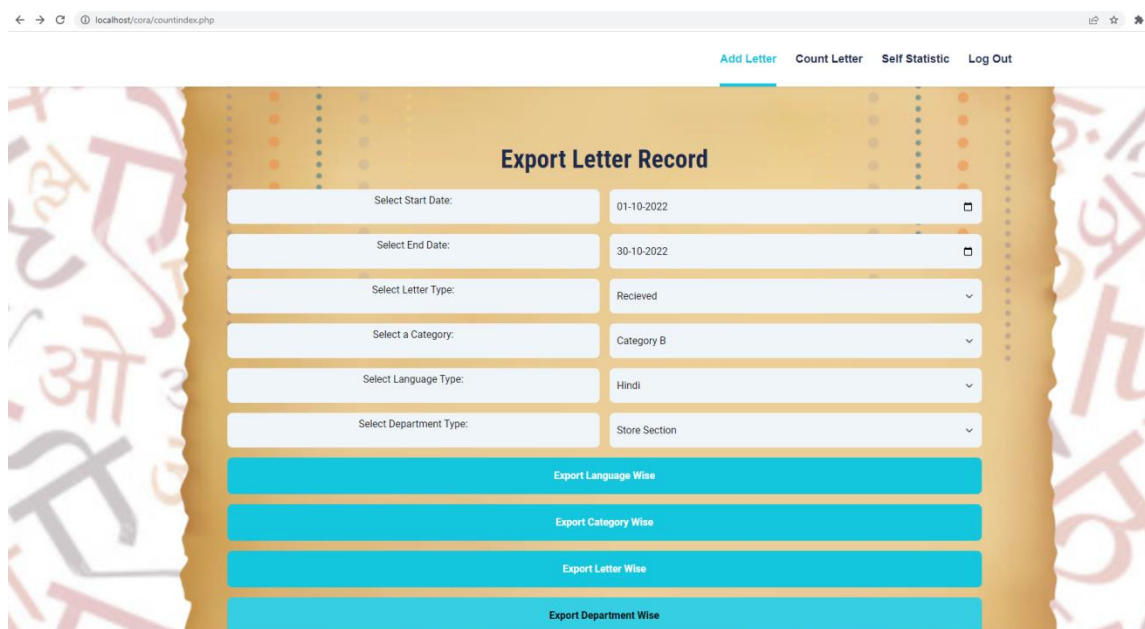


4. Choose the type of the letter
5. Choose the region where letter to be send or received from

6. Select the language of the letter written
7. Select the department where letter record sent or received
8. If letter is received the choose the weather received letter has replied or not, if replied then choose the language of letter reply
9. If all records are chosen then click on submit button, the details will be saved to the database.



Count the Letter Record:



1. Choose the date range from where you want to collect the letter record
2. Choose the letter type
3. Choose the category of the region

4. Choose the language
5. Choose the department
6. If letter is Received the choose the reply type and language of the reply
7. Click the type of data export in excel format. The File will be downloaded in the excel format.

localhost/cora/LetterRecord.php

Region	Language	Category	Date	Department
Maharashtra	Marathi	Category B	2022-10-27	Audit And Accounts
Goa	English	Category B	2022-10-01	Audit And Accounts
Nagar	Hindi	Category B	2022-10-09	Farm
Chandigarh	English	Category B	2022-10-12	Bill Section
Punjab	English	Category B	2022-10-30	Bill Section
Goa	English	Category B	2022-10-28	Establishment
Punjab	English	Category B	2022-10-07	Establishment