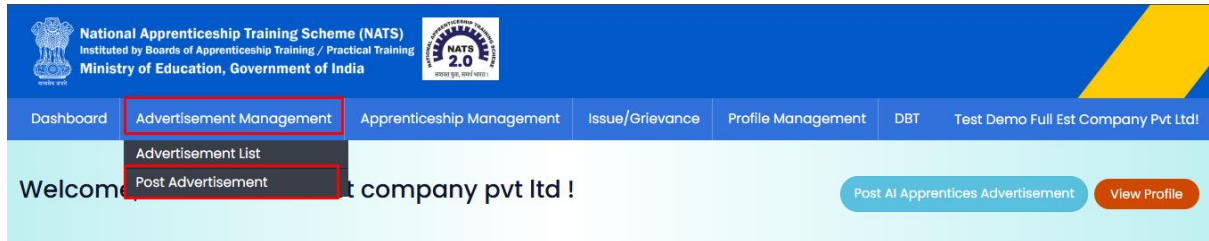


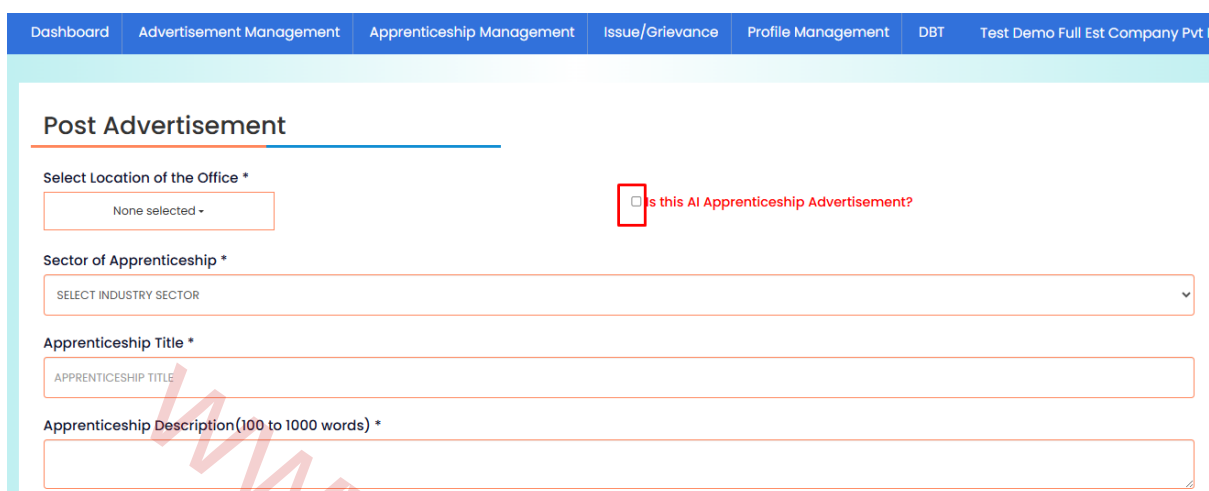
AI Apprenticeship module - SOP

1st Step: ESTABLISHMENT LOGIN

➤ Apprenticeship Management - > Post Advertisement

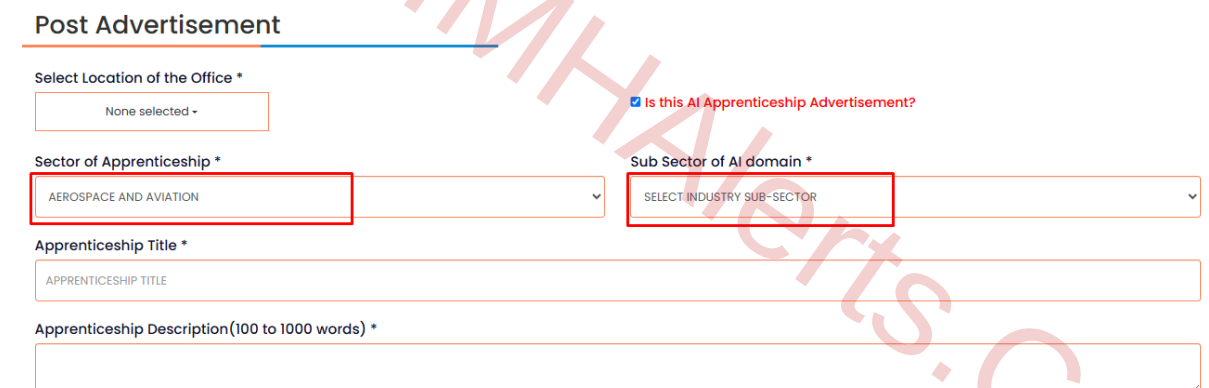


The screenshot shows the NATS 2.0 dashboard. The top navigation bar includes links for Dashboard, Advertisement Management, Apprenticeship Management, Issue/Grievance, Profile Management, DBT, and Test Demo Full Est Company Pvt Ltd. The 'Advertisement Management' menu is open, showing options for Advertisement List and Post Advertisement. The 'Post Advertisement' option is highlighted. Below the navigation bar, there is a welcome message and two buttons: 'Post AI Apprentices Advertisement' and 'View Profile'.



The screenshot shows the 'Post Advertisement' form. The form includes the following fields:

- Select Location of the Office *: None selected -
- Is this AI Apprenticeship Advertisement? ☐
- Sector of Apprenticeship *: SELECT INDUSTRY SECTOR
- Apprenticeship Title *: APPRENTICESHIP TITLE
- Apprenticeship Description (100 to 1000 words) *:



The screenshot shows the 'Post Advertisement' form. The form includes the following fields:

- Select Location of the Office *: None selected -
- Is this AI Apprenticeship Advertisement? ☒
- Sector of Apprenticeship *: AEROSPACE AND AVIATION
- Sub Sector of AI domain *: SELECT INDUSTRY SUB-SECTOR
- Apprenticeship Title *: APPRENTICESHIP TITLE
- Apprenticeship Description (100 to 1000 words) *:

Who can apply?

Education Type*

Course Type*

Specialization*

Minimum Percentage*

Amount of Stipend per Month *

Duration in Month*

Gender *

Year of Passing *

Select State

Select District

Mobile Number *

Std Code

Land Line Number

Email *

Any supporting Document* (only pdf)

2nd Step: BOAT OFFICER APPROVES THE ADVERTISEMENT

- Training & Placement -> Establishment Job Advertisement ->Comment/Approve/Reject

Dashboard	Manage Users	Apprenticeship	Training & Placement	Reports	Admin	Placement Officer!
			Establishment Job advertisement		Comment / Approve / Reject	
Total Amount Sanctioned	Total Amount Disbursed	Indus Reimbursement	FTP Reimbursement	Industries without Reimbursement	Apprentices Target Assigned	Apprentices Target Achieved
81666	81666	45	49	83	10686	550
						Post Apprenticeship Employment
						88

- Then view Detail and Accept and Post, students will be able to see the advertisement.

Apprenticeship ID	Request Received On	Requested By	Apprenticeship Name	No. of Apprentices Required	View
AADL2505125360641	23-May-2025	test demo full est company pvt ltd	TEST DEMO AI POST ADVERTISEMENT	2	View Details
AADL2505105560616	16-May-2025	test demo full est company pvt ltd	ANILAKD	2	View Details

Apprenticeship Details

Select Location of the Office *

☐ Is this AI Apprenticeship Advertisement?

Sector of Apprenticeship *

Sub Sector of AI domain *

Apprenticeship Title *

Apprenticeship Description *

Keywords

Number of Apprentices *

Last Date to Apply *

Mobile Number	STD code	Landline Number
8765755454	011	9211234
Email	Related Document	
ANIL33@GMAIL.COM	View	
Accept and Post Reject		

3rd Step: STUDENT LOGIN > Apply

AI Apprenticeships								
Show	▼	entries	Search:					
Industry Name	Advertisement Title	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status	
test demo full est company pvt ltd	TEST DEMO AI POST ADVERTISEMENT	2	23 May 2025	31 May 2025	View	Apply	Not Applied	
test demo full est company pvt ltd	TEST DEMO AI	2	16 May 2025	31 May 2025	View	Apply	Not Applied	
test demo full est company pvt ltd	AAAAATESTIA	2	16 May 2025	31 May 2025	View	Apply	Not Applied	
test demo full est company pvt ltd	XYZ	2	15 May 2025	31 May 2025	View	Apply	Not Applied	
test demo full est company pvt ltd	XYXABC	2	14 May 2025	31 May 2025	View	Apply	Not Applied	

4th Step: - ESTABLISHMENT LOGIN

- Apprenticeship Management - > Applicant Management

Dashboard	Advertisement Management	Apprenticeship Management	Issue/Grievance	Profile Management	DBT	Test Demo Full Est Company Pvt Ltd!
Welcome, test demo full es			Post AI Apprentices Advertisement View Profile			
Enrollment ID: NDLP096246			Contact No: 9056783455 Date of Registration: 22-04-2025			
Applicant Management Contracts Management Student List Yearly Requirement ROP Claim						

- Under the applicant management, select the advertisement to see the list of students who applied.
- Take necessary action and choose the option whether to “view the student profile”, “Shortlist”, “Waitlist”, “Reject”, “Select”.

Interview Management

Application For Processing
 Shortlisted Applications
 Waitlisted Applications
 Called for Interview
 Selected Applications
 Rejected Applications

SELECT ADVERTISEMENT ID

Interview Management

Application For Processing
 Shortlisted Applications
 Waitlisted Applications
 Called for Interview
 Selected Applications
 Rejected Applications

SELECT ADVERTISEMENT ID

SELECT ADVERTISEMENT ID
 PYTHON JOB - AADL2504114350532
 XYXABC - AADL250545410612
 ABCD - AADL2505125510611
 XYZ - AADL2505105570613
 AAAATESTIA - AADL2505105340615
 TEST DEMO AI - AADL250511570617
TEST DEMO AI POST ADVERTISEMENT - AADL2505125360641

Locations	Created At	Action
NEW DELHI	Applied	View Profile Shortlist Applicant Waitlist Applicant Reject the Applicant Select Applicant

Export Excel							
Applicant Name	Student ID	Category	Apprenticeship ID	Title	Locations	Created At	Action
TEST AAA BBB	ADLWD5496566	OBC	AADL2505125360641	TEST DEMO AI POST ADVERTISEMENT	NEW DELHI	Applied	View Profile Shortlist Applicant Waitlist Applicant Reject the Applicant Select Applicant

- After shortlisting, applicant can be called for interview.

Interview Management

[Application For Processing](#)
[Shortlisted Applications](#)
[Waitlisted Applications](#)
[Called for Interview](#)
[Selected Applications](#)
[Rejected Applications](#)

TEST DEMO AI POST ADVERTISEMENT - AADL2505125360641

Excel	Show 10 entries	Search:					
Applicant Name	Student ID	Category	Apprenticeship ID	Title	Locations	Created At	Action
TEST AAA BBB	ADLWD5496566	OBC	AADL2505125360641	TEST DEMO AI POST ADVERTISEMENT	NEW DELHI	Shortlisted	View Profile Waitlist Applicant Reject the Applicant Call Applicant for Interview Select Applicant

- Enter the interview details.

Interview Details

Date Of Interview *

dd-mm-yyyy

Time *

--:--

Interview Mode *

SELECT

Documents Required

Address For Reporting, Contact Person Name, Phone Number *

Save changes

Interview Management

[Application For Processing](#)
[Shortlisted Applications](#)
[Waitlisted Applications](#)
[Called for Interview](#)
[Selected Applications](#)
[Rejected Applications](#)

SELECT ADVERTISEMENT ID

Excel Show 10 entries Search:

Applicant Name	Student ID	Category	Apprenticeship ID	Title	Locations	Created At	Action
TEST AAA BBB	ADLWD5496566	OBC	AADL2505125360641	TEST DEMO AI POST ADVERTISEMENT	NEW DELHI	Called For Interview	View Profile View Interview Details Waitlist Applicant Reject the Applicant

Showing 1 to 1 of 1 entries Previous 1 Next

Interview Management

[Application For Processing](#)
[Shortlisted Applications](#)
[Waitlisted Applications](#)
[Called for Interview](#)
[Selected Applications](#)
[Rejected Applications](#)

SELECT ADVERTISEMENT ID

- Select the applicant, and enter the reporting venue.

Excel Show 10 entries Search:

Applicant Name	Student ID	Category	Apprenticeship ID	Title	Locations	Created At	Action
TEST AAA BBB	ADLWD5496566	OBC	AADL2505125360641	TEST DEMO AI POST ADVERTISEMENT	NEW DELHI	Waitlisted	View Profile Select Applicant Reject the Applicant

Showing 1 to 1 of 1 entries Previous 1 Next

Reporting Venue Details

Date Of Reporting

Reporting Venue

- Initiate contract for selected candidates.

Interview Management

[Application For Processing](#)
[Shortlisted Applications](#)
[Waitlisted Applications](#)
[Called for Interview](#)
[Selected Applications](#)
[Rejected Applications](#)

SELECT ADVERTISEMENT ID

Excel Show 10 entries Search:

Applicant Name	Student ID	Category	Apprenticeship ID	Title	Locations	Created At	Action
TEST AAA BBB	ADLWD5496566	OBC	AADL2505125360641	TEST DEMO AI POST ADVERTISEMENT	NEW DELHI	Selected	View Profile Initiate Contract

ADLWD5496566 (test aaa bbb)

Mob No:9080808900

Community: OBC

Physically Handicapped: N

Govt Id

CardId:WlrZ3dmOEZUNu05TudPOHnmYzfQQT09

Passed Out In:GRADUATE IN ENGINEERING / TECHNOLOGY

Year of Passing:2021

Month of Passing:6

View Profile Photo

View Profile

Edit Profile

Date of Joining *

dd-mm-yyyy

Period of Training *

SELECT PERIOD IN MONTHS

Stipend *

9000

Select Section *

SELECT SECTION *

Bank Branch Name *

DELHI - CHANDNI CHOWK?Å

Do you want to send the amount to the same account given by the students? *

Apprentice Training Sector *

IT/ITES

Select State of Office *

SELECT STATE

Select Location of Office *

SELECT LOCATION OF OFFICE *

Bank IFSC Code *

ICIC0006292

Bank Account Number *

100002346578767888

Industry Sub-Sector *

DATA ANALYTICS

Soft Skills *

SELECT SOFT SKILL

Professional Skills *

PROFESSIONAL SKILLS

Area of Domain *

AREA OF DOMAIN

Bank Name *

ICICI BANK LIMITED

Account Holder Name *

TEST AAA BBB

I therefore certify that I have verified the certificates and other credential of the students that are mentioned in the contract and confirm that they are eligible for apprenticeship as per the Apprenticeship (amendment) Act, 2014.

Create Contract

5th Step: - STUDENT LOGIN -> accepts contract.

Welcome, TEST AAA BBB!

You are undergoing apprenticeship training in TEST DEMO FULL EST COMPANY PVT LTD, click here to see details.

Enrollment ID: ADLWD5496566

Email: test200@gmail.com

Contact No.: 9080808900

Date of Birth: 01-Apr-2011

Applied against advertisements

1

Shortlisted

0

Interview Calls

0

Selected

1

Rejected

0

Contract Status

Name of Establishment	Location for Apprenticeship Training	DOJ	Stipend Rate	Status	View Certificate
test demo full est company pvt ltd (NDLNDP096246)	NEW DELHI - DELHI	23 May 2025	9000	Contract Generated Accept Reject	View Contract

6th Step: BOAT USER APPROVES CONTRACT

Dashboard	Manage Users	Apprenticeship	Training & Placement	Reports	Student Education	test user!		
		Contract	Creation					
		Non-Reimbursed Students	Termination					
Total Amount Sanctioned	Total A	Performance	Novation	Industries without Reimbursement	Apprentices Target Assigned	Apprentices Target Achieved	Post Apprenticeship Employment	
		Stipend	Bulk Contract Upload					
0.169Cr.		COP	40	23	12896	559	00	
NATIONAL SNAPSHOT								

NATIONAL SNAPSHOT

Pending Contracts

Pending Verified Seek Clarification Rejected Termination Amendment

Financial Year *

SELECT FINANCIAL YEAR

From Date *

dd-mm-yyyy

To Date

dd-mm-yyyy

Search By

SEARCH...

Reset

Filter

Download Excel

1

Select

Contract Number

CONTRACT ID NOT GENERATED

Applicant Name

Test Aaa Bbb

Enrollment ID

ADLWD5496566

Establishment (Enrollment ID)

Test Demo Full Est Company Pvt Ltd(NDLNDP096246)

Locations

NEW DELHI

Date of Joining

23 May 2025

Status

Contract accepted by student

VIEW PROFILE

Approve Contract

Seek Clarification

Reject Contract

Quick View

7th Step: BOAT PLACEMENT OFFICER APPROVES

Dashboard	Manage Users	Apprenticeship	Training & Placement	Reports	Admin	Placement Officer!		
		Contract	Creation					
		Non-Reimbursed Students	Termination					
Total Amount Sanctioned	Total A	Performance	Novation	Industries without Reimbursement	Apprentices Target Assigned	Apprentices Target Achieved	Post Apprenticeship Employment	
0.169Cr.		Stipend	Bulk Contract Upload					
		COP		40	23	12896	559	00

NATIONAL SNAPSHOT

Enter Student Enrolment Id

Pending Contracts

Pending

Verified

Seek Clarification

Rejected

Termination

Amendment

Financial Year *

SELECT FINANCIAL YEAR

From Date *

dd-mm-yyyy

To Date

dd-mm-yyyy

Search By

SEARCH...

Reset

Filter

1

Select

Contract Number

CONTRACT ID NOT GENERATED

Applicant Name

Test Aaa Bbb

Enrollment ID

ADLWD5496566

Establishment (Enrollment ID)

Test Demo Full Est Company Pvt Ltd(NDLNDP096246)

Locations

NEW DELHI

Date of Joining

23 May 2025

Status

Approved by user training

VIEW PROFILE

Approve Contract

Seek Clarification

Reject Contract

Quick View

8th Step: STUDENT LOGIN

View Contract Approved by Boat

Welcome, TEST AAA BBB!

You are undergoing apprenticeship training in TEST DEMO FULL EST COMPANY PVT LTD, click here to see details.

Enrollment ID: ADLWD5496566

Email: test200@gmail.com

Contact No.: 9080808900

Date of Birth: 01-Apr-2011

Applied against advertisements
1

Shortlisted
0

Interview Calls
0

Selected
1

Rejected
0

Contract Status

Name of Establishment	Location for Apprenticeship Training	DOJ	Stipend Rate	Status	View Certificate
test demo full est company pvt ltd (NDLNDP096246)	NEW DELHI - DELHI	23 May 2025	9000	Approved by Boat View Contract	Not generated yet

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