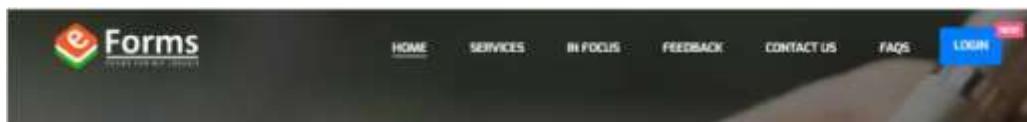


Enabling Mobile Sync in Android Phones

The online service request to NIC for enabling various facilities like mobile sync enabling (IMAP/POP enabling) with the e-Forms, (<https://eforms.nic.in/>). This entire process, right from filling forms till availing services; it has become completely automated and manageable. For availing these services, first create login in eForms.

HOW TO REGISTER IN EFORMS?

1. You can open the eForms from the URL <https://eForms.nic.in>
2. You will now see the home page of the eForms.
3. Click on login button given on the top right corner of the home page, as shown below,



4. You can choose either of the options (marked in red colour box) such as:

i. Login with Parichay (SSO)

Please give the following details in concerned columns

1. Organisational category-State
2. Department-Other and Type Agriculture
3. Reporting/Nodal/Forwarding officer Email-krishidir.agri@kerala.gov.in

Existing User

The applicant will login using the credentials (NIC/Gov email address

The email address from which the applicant logs in to the portal, already exists in our database. Hence, it will display the registered number on which the OTP will be sent for login.

Enter the OTP received on the mobile number and click on continue. In any case, if you haven't received the OTP you can click on "Resend OTP", you will receive another OTP, which you can enter and click on continue to proceed further.

The eForms portal has made it mandatory for applicants to have a permanent profile to be created and saved so it is pre-filled in the registration form of NIC services.

Home Page

Once the applicant log's in, he/she will be able to view a page where there will be many options available.

IMAP/POP

The users, who wish to apply for NIC IMAP/POP services, shall follow below given procedure to fill in the request.

1. Enter the eForms portal address (<https://eforms.nic.in/>) on the web browser.
2. Enter your credentials to log in to the portal.
3. Click on the IMAP/POP service from the left-hand panel of the dashboard.
4. Read the given instructions carefully while filling the form.
5. Check the protocol which is to be enabled on your device i.e., IMAP/POP. Click on any one of the options as per your requirements.
6. Enter the correct Captcha value and click on "Preview and Submit" button.

LOGIN CONSOLE (Government User)

Login with Parichay (SSO)

This link will direct the user to the Login console of Parichay (SSO) portal where the government user possessing government/NIC Email ID will only be allowed to login.

1. User will login to Parichay (SSO) with his/her credentials by entering registered Email ID and password.
2. User has to verify the Two –Step Authentication by choosing any of the option given on the “Two-Step Authentication” console.



The screenshot shows the Parichay SSO Login Console. At the top, it says "Powered by: NIC" (National Informatics Centre). The Parichay logo is prominently displayed with the tagline "Single, Simplified, Safe". Below the logo, it says "Welcome. Please sign-in". There are two input fields: one for the email ID (partially filled with a redacted address ending in @nic.in) and one for the password (masked with dots). A "NEXT" button with a right arrow is located at the bottom right of the login form. A "HELP?" link is visible in the top left corner.



The screenshot shows the Parichay SSO Two Step Authentication console. It features the Parichay logo and tagline. The heading "Two Step Authentication" is centered. Below it, the instruction "Select one of the options and Click 'Next'" is displayed. There are two selectable options: "OTP on Mobile" (indicated by a blue bar on the left) and "Backup Code" (indicated by a grey bar on the left). A "NEXT" button with a right arrow is positioned to the right of these options. At the bottom, there is an orange square icon with a white circular arrow and the text "Login as Different user". A "HELP?" link is visible in the top left corner.

3. For instance, user selects option: OTP on Mobile and clicks on Next button.
4. In next step, enter OTP provided on the registered mobile no. and click on Next button.

Two Step Authentication

Select one of the options and Click "Next"

☐ OTP on Mobile

☐ Backup Code

NEXT

Login as Different user

OTP Authentication

.....

OTP successfully sent to registered Mobile/GIMS +91*****7506.

☐ Show OTP

☐ Don't ask me again on this Device

[Resend OTP](#)

NEXT

Login as Different user

5. User will be logged in to the eForms portal.

Forms

NIC राष्ट्रीय सूचना विज्ञान केंद्र
National Informatics Centre
MESSAGING AND SMS DIVISION

User Manual

H. Harsimran Kaur

Dear Harsimran Kaur,
Notice: For any query or doubt, You can use "RAISE A QUERY" option to interact with other stakeholders. For tracking the status of the request, use "TRACK" option.

Total User Requests 0

Today's Pending Request 0

Total Pending Requests 0

Total Completed Requests 0

General Filters

Application

- ☐ WIFI Registration
- ☐ VPN Registration
- ☐ LDAP Authentication
- ☐ Distribution List
- ☐ DNS Registration
- ☐ IMAP POP
- ☐ Change IP
- ☐ SMS User

Status

- ☐ Pending Request
- ☐ Rejected Request

Total Pending Request

App Id	Email	Status	Date	Actions
IMAPPOP-FORM202103260002	prog18.nhq-dl@nic.in	Pending with User	2021-03-26 10:08:53.0	Actions
IMAPPOP-FORM202103260001	prog18.nhq-dl@nic.in	Pending with RO/Nodal/FO	2021-03-26 09:54:31.0	Actions
LDAP-FORM202103260001	prog18.nhq-dl@nic.in	Pending with User	2021-03-26 09:40:10.0	Actions
SMS-FORM202102100002	prog18.nhq-dl@nic.in	Pending with RO/Nodal/FO	2021-02-10 11:11:11.0	Actions
SMS-FORM202102090001	prog18.nhq-dl@nic.in	Pending with RO/Nodal/FO	2021-02-09 13:13:13.0	Actions
IP-FORM202102050005	prog18.nhq-dl@nic.in	Pending with RO/Nodal/FO	2021-02-05 16:16:16.0	Actions

Information

For any query you may contact to Service Desk: (servicedesk@nic.in - 1800-111-555)

First time User

1. If you are an applicant who is using the portal for the 1st time, you will be prompted with a window that would ask for your email address and you can click on submit. A new window will appear which prompts to enter the applicant's mobile number. The OTP will be sent to the given email address and mobile number both. The user can use either of them or both, to login to the portal.
2. After submission, a new profile page will appear. The applicant will have to fill the complete personal as well as organizational information on the profile page to proceed further.
3. The personal information includes fields like:
 - 3.1. User name
 - 3.2. Employee code
 - 3.3. Mobile number (which will be auto-filled)
 - 3.4. Email address
 - 3.5. Telephone number (O/R) in the format mentioned
 - 3.6. Designation
 - 3.7. Official address
 - 3.8. The state posted (select from the drop-down)
 - 3.9. District name
 - 3.10. Postal address
4. Click on continue to proceed. Enter your organizational information to register your profile in the eForms portal. The details to be submitted include fields like: -
 - 4.1. Organization category
 - 4.2. Ministry/Organization
 - 4.3. Department/Division/Domain
5. Reporting/Nodal/forwarding officer email
 - 5.1. Reporting/Nodal/forwarding officer Name
 - 5.2. Reporting/Nodal/forwarding officer Mobile
 - 5.3. Reporting/Nodal/forwarding officer Telephone
 - 5.4. Reporting/Nodal/forwarding officer Designation

Form Details – Step 1 of 2

IMAP POP Update

NOTE: Please read all instructions carefully.

- Users are requested to install the personal firewall software to secure their machine and e-mail traffic.
- Users are requested to install the Antivirus software with latest pattern update periodically and OS patches in their system.
- If using Outlook, Outlook Express, Mozilla Firefox on Microsoft WINDOWS, please apply the appropriate patches announced by the Microsoft/ Mozilla from time to time.
- NIC is not responsible for the contents that are being sent as part of the mail. The views expressed are solely that of the originator.
- NIC will take all possible measures to prevent data loss, however, due to unforeseen technical issues, if the same happens, NIC cannot be held responsible.
- User is responsible for his/her data. In case he/she accidentally deletes data, he/she will not ask NIC to restore it. Individuals are responsible for saving email messages as they deem appropriate. Messages will be automatically purged from folders as follows: Trash – 7 days ProbablySpam – 7 days
- NIC account will be deactivated, if not used for 90 days.
- Email id will be deleted after a period of 9 months from the date of deactivation if no request for activation is received.
- Contact our 24x7 support if you have any problems. Phone **1800-111-555** or you can send mail to **servicedesk@nic.in**
- Please note that advance payment is a must for paid users.
- NIC coordinator reserves the right to ask for supporting documents like copy of identify card or any other document deemed appropriate to confirm the credentials of the applicant.
- NIC will not share the details of Email Accounts and Email Addresses with anyone unless authorized by Reporting/Nodal/Forwarding Officer of the Department.

Please check the Protocol to be enabled: *

☒ IMAP ☐ POP

Enter Captcha *

Captcha

QBY2kA



Enter Captcha

Preview and Submit

7. You can now preview the form and edit also. Accept the terms and conditions to submit the form.

Imap Pop Request Form

Personal Information

Name of Applicant *

Ms Meenaxi Indolia

Designation *

Soft Engg.

Employee Code

dasdsa_dsads

Office Address

Postal Address *

ogo complex new delhi

State where you are posted *

Bihar

District *

Katihar

Pin Code *

110053

Telephone Number :(O) *

123-12345678

Telephone Number :(R)

123-24305739

Mobile *

+91XXXXXX444

E-mail Address *

meenaxi.nha@nic.in

Reporting/Nodal/Forwarding Officer Details

Reporting/Nodal/Forwarding Officer Email *

tiwari.ashwini@nic.in

Reporting/Nodal/Forwarding Officer Name *

Mr Ashwini Kumar Tiwari

Reporting/Nodal/Forwarding Officer Mobile *

+91XXXXXX881

Reporting/Nodal/Forwarding Officer Telephone *

011-24305839

Reporting/Nodal/Forwarding Officer Designation *

Scientist-C

Organization Details

Organization Category

State

State *

Delhi

Department *

Revenue

Imap Pop Protocol Enable Details

Please check the Protocol to be enabled: *

☒ IMAP ☐ POP

☐ I agree to [Terms and Conditions](#)

Close

Edit

Submit

8. The applicant will be shown three types of submission process, select any one of the options to finally submit the request.

Form Submission Type

Please select any to proceed:

☐ e-Sign the document with Aadhaar?
(Delivery of e-sign with aadhaar depends on platforms outside control of NIC. In case of delay, you may choose to proceed online without aadhaar)

☒ Proceed online

☐ Proceed manually by uploading the scanned Copy?
(Here in this option you will have to download PDF of application form, sign and stamp and upload it again on the eforms.)

[Continue](#)

9. After clicking on “Continue” button, your form will be finally submitted and a registration number will be generated for your request. This registration number can be further used to track the status of your request anytime by using “TRACK USER” button.

Your form has been submitted

Your form has been submitted and your Registration number is **IMAPPOP-FORM202105050012**.

You can use it to track your request. You can track your request using [Track User](#)

For any assistance, please contact on **1800-111-555** or mail us to servicedesk@nic.in.

[Close](#)