

ISF

Indian Staffing Federation

User Registration & Login

Flow Documentation with Screenshots

Document Overview

This document presents the end-to-end user registration and login flows for the ISF Employer Portal, with annotated screenshots for each step. Three flows are covered:

Flow 1	Flow 2	Flow 3
ISF Number Match Valid ISF number matches ISF records. All fields auto-populated.	ISF Number Mismatch No ISF number or mismatch. Manual data entry required.	Login Flow Employer login via ISF Number + OTP.

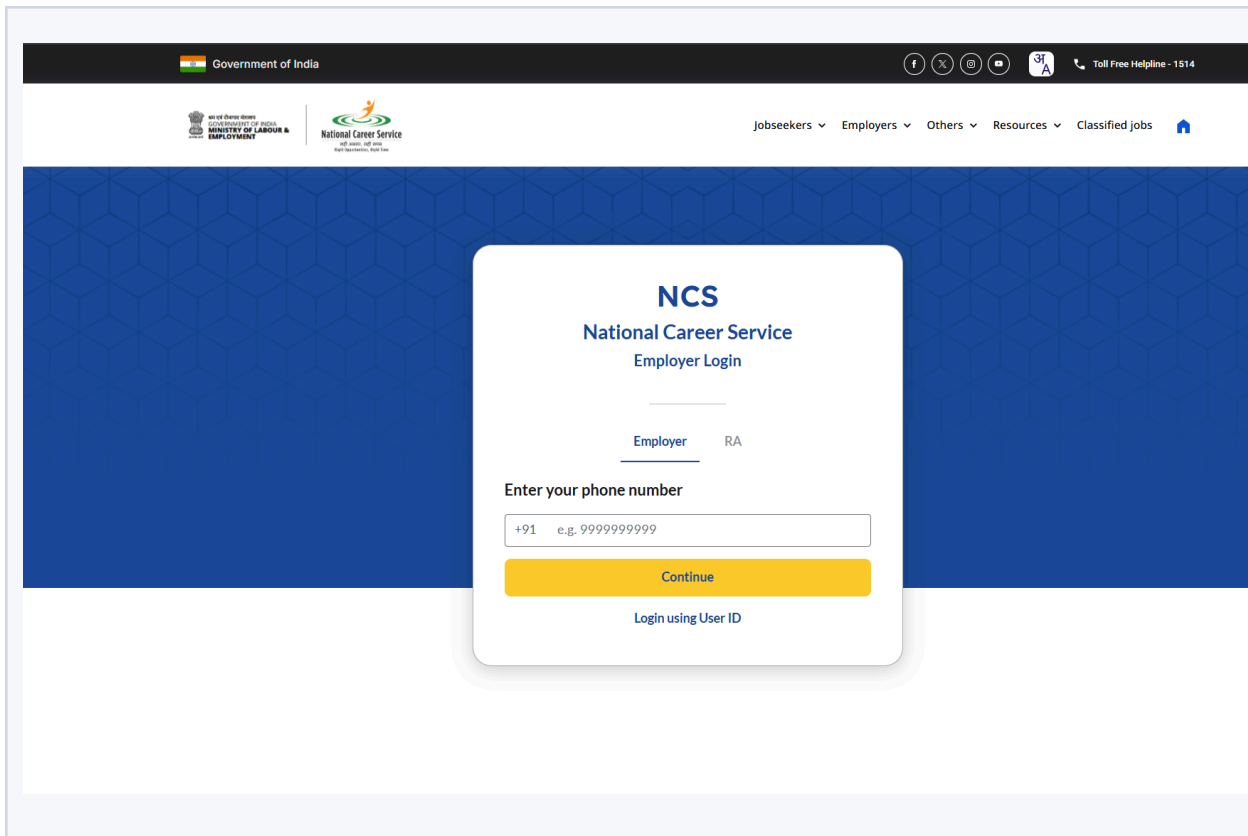
Flow 1: ISF Number Match

Applies when an employer registers with a valid ISF Member Number that matches the ISF database. Key fields are auto-populated, reducing manual entry.

Phase 1: Mobile Number Verification

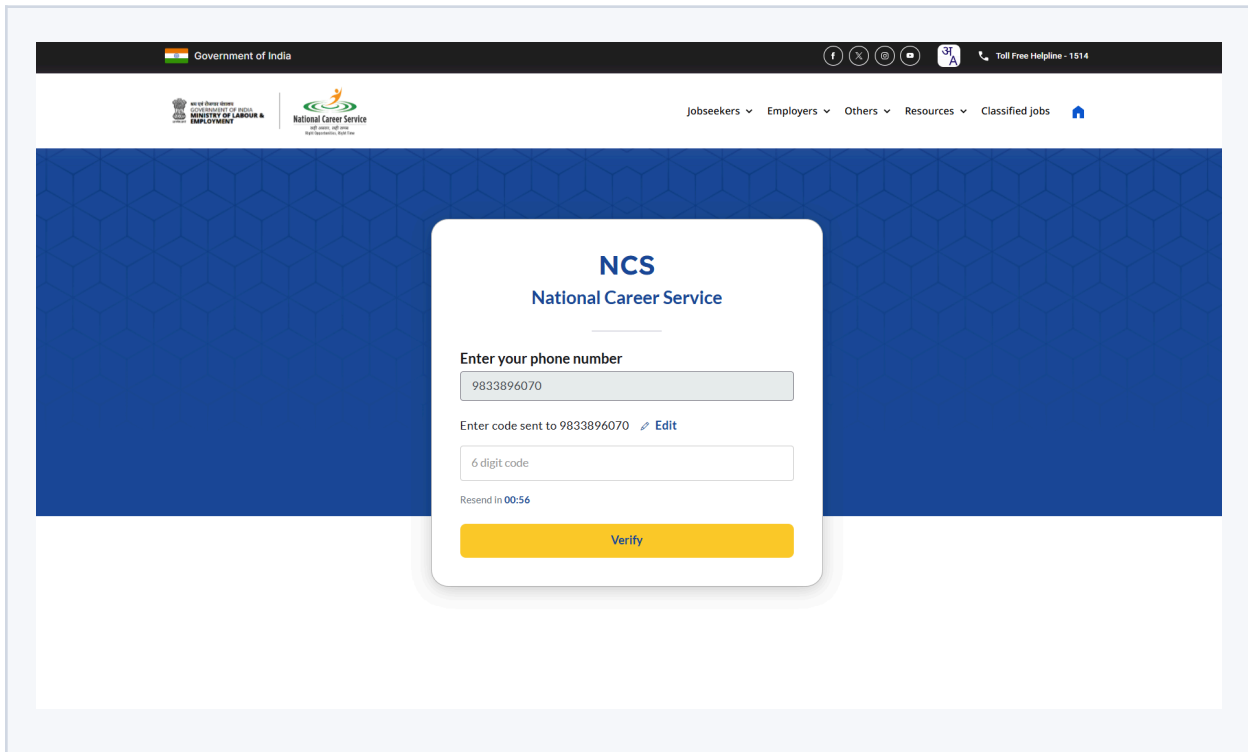
1. The employer opens the Signup / Login screen and enters their registered mobile number.

Screenshot: Employer Registration — Enter Mobile Number



- 2. The system sends an OTP to the entered mobile number.
- 3. The employer enters and verifies the OTP to authenticate the mobile number.

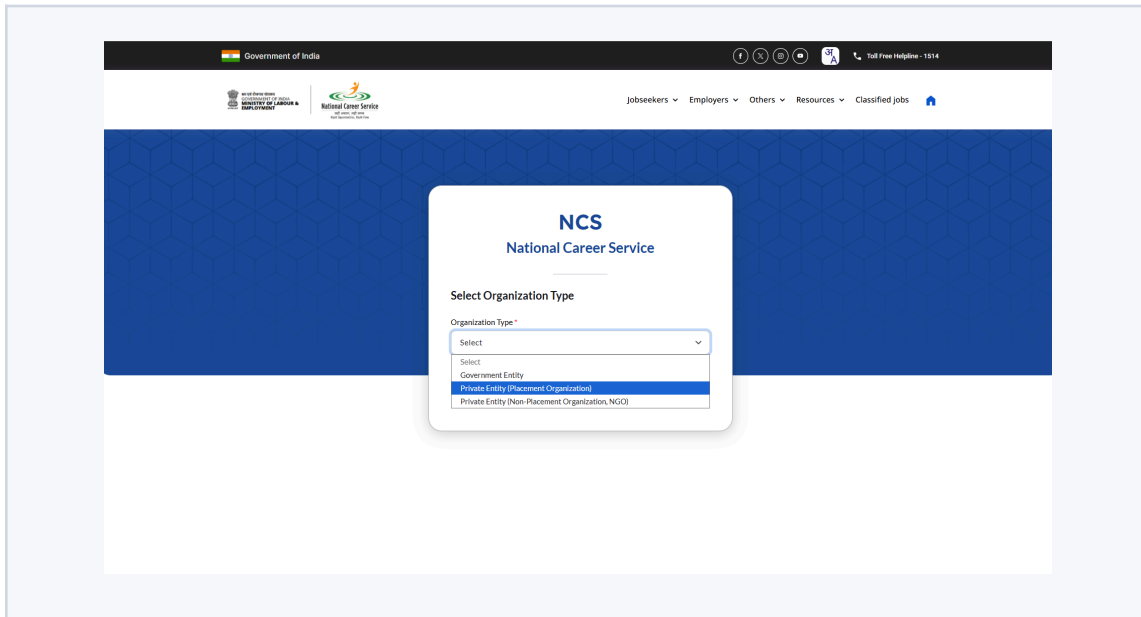
Screenshot: Mobile OTP Verification Screen



Phase 2: Organisation Type & ISF Membership

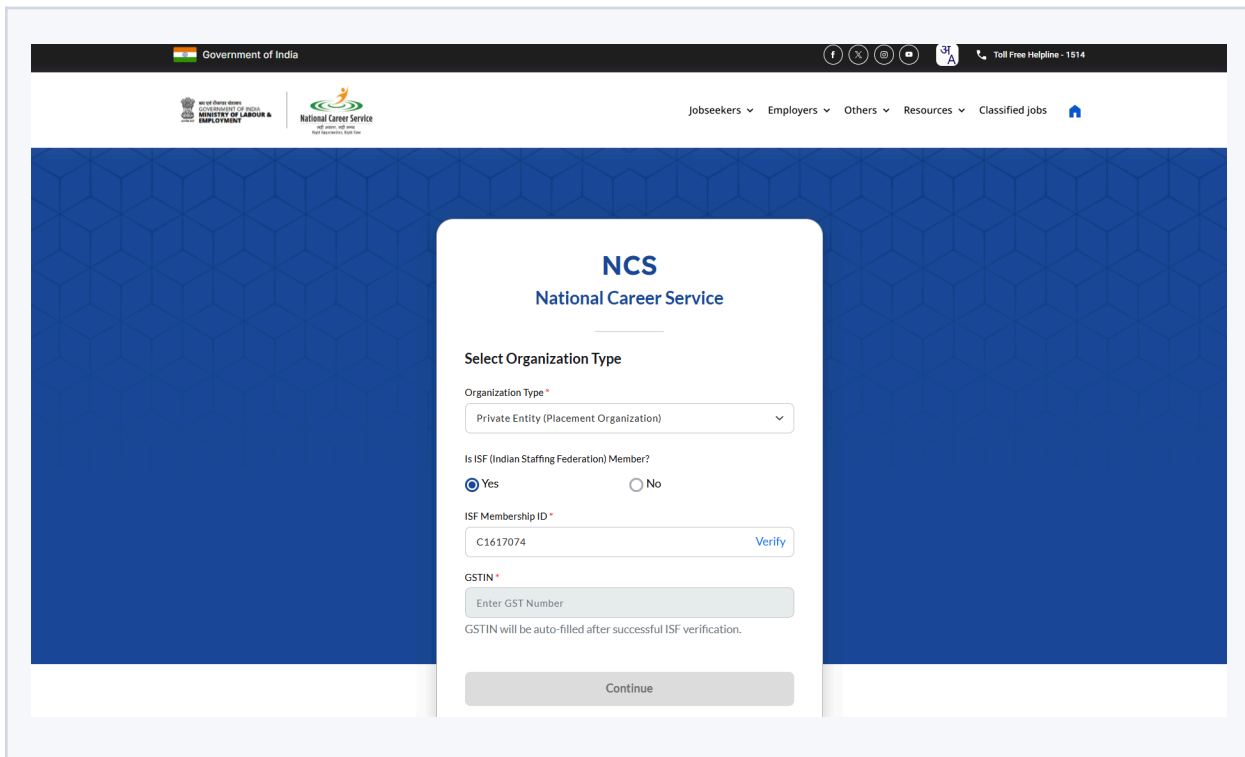
4. Employer selects 'Placement Organisation' from the Organisation Type dropdown.

Screenshot: Select Organisation Type — Placement Organisation



5. Employer selects 'Yes' for 'Is ISF Member?' and enters their ISF Member ID.

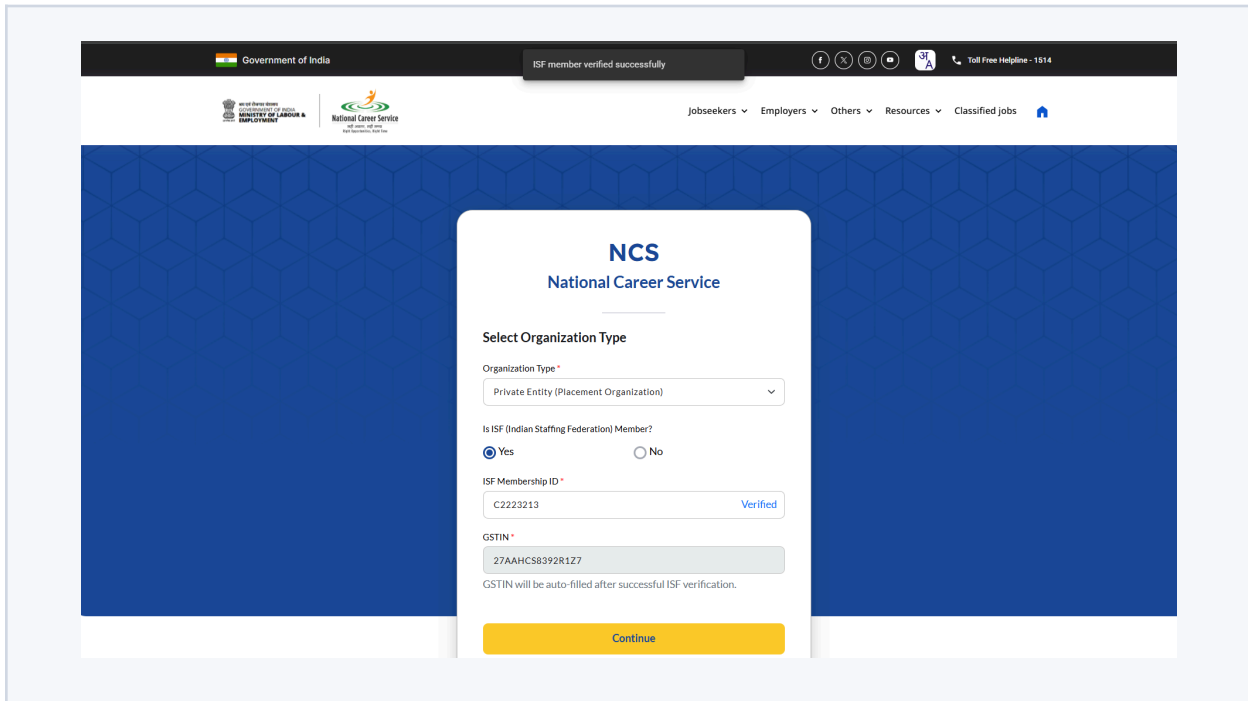
Screenshot: ISF Member ID Entry



Phase 3: Auto-Population from ISF Records

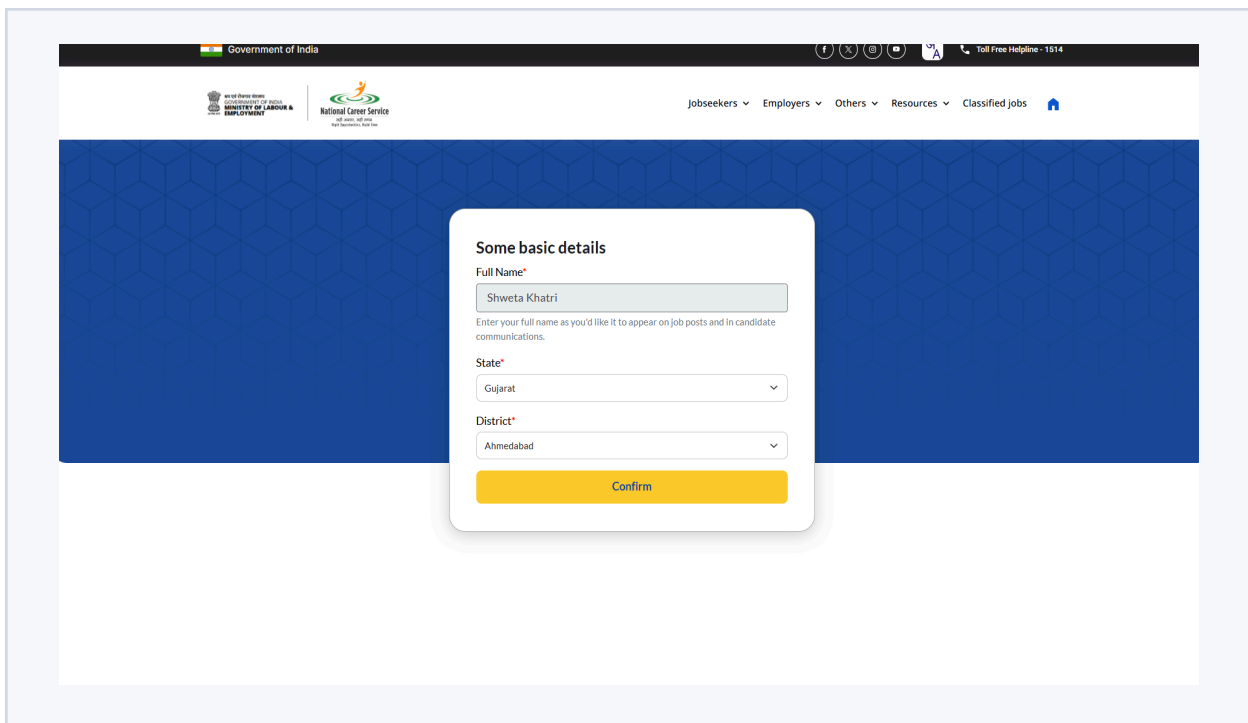
6. GST Number is auto-populated based on the ISF Member ID entered. — *Read-only field*

Screenshot: GST Number Auto-Populated from ISF ID

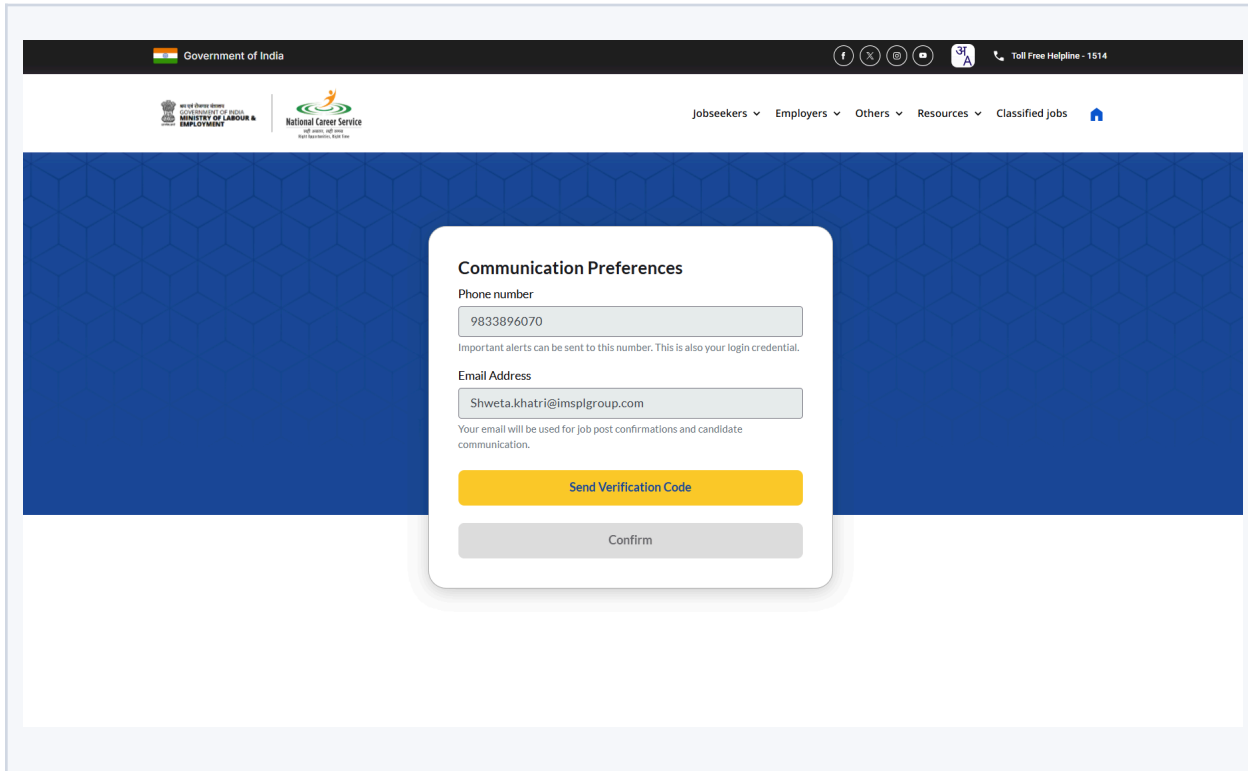


7. Full Name, State, and District are auto-populated from the ISF Number lookup. — *Read-only fields*

Screenshot: Full Name, State & District Auto-Populated



8. Mobile Number and Email Address are auto-populated from the ISF Number records. — *Read-only fields*

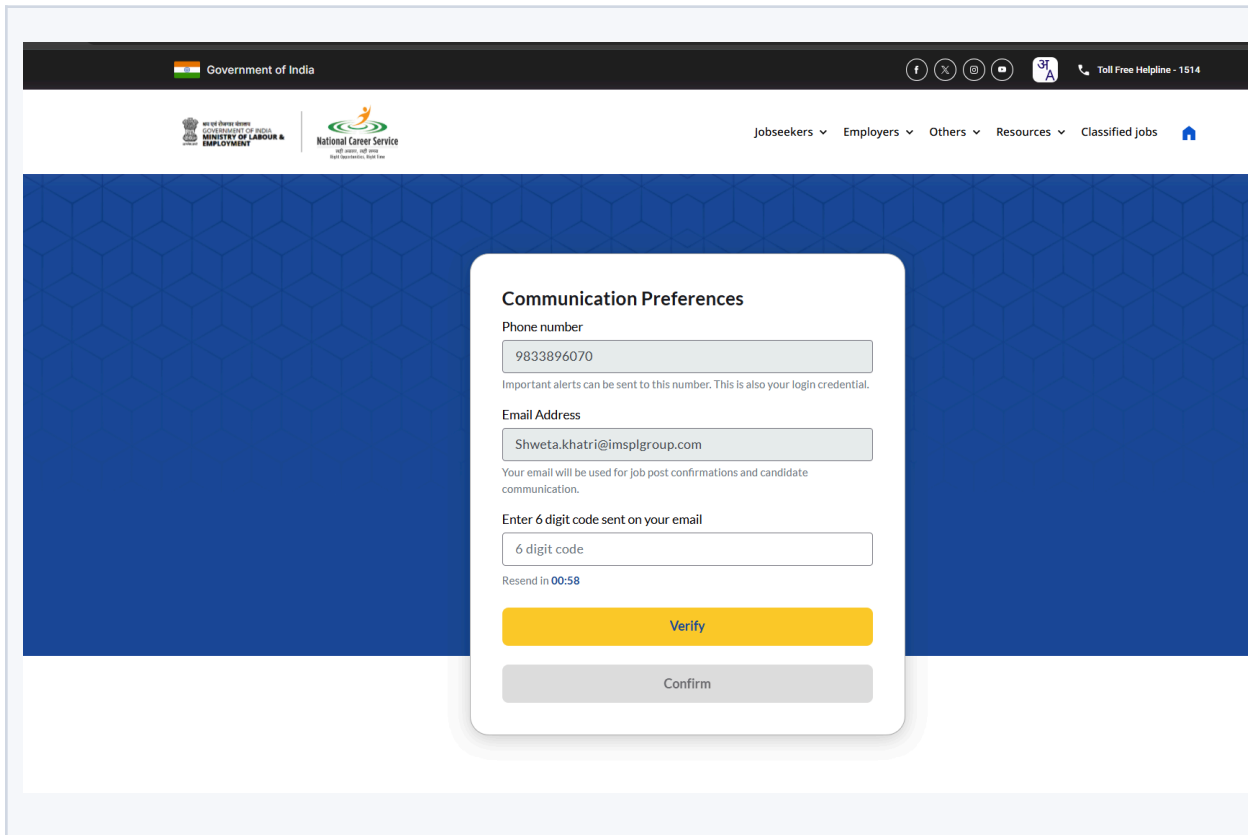


Screenshot: Mobile & Email Auto-Populated

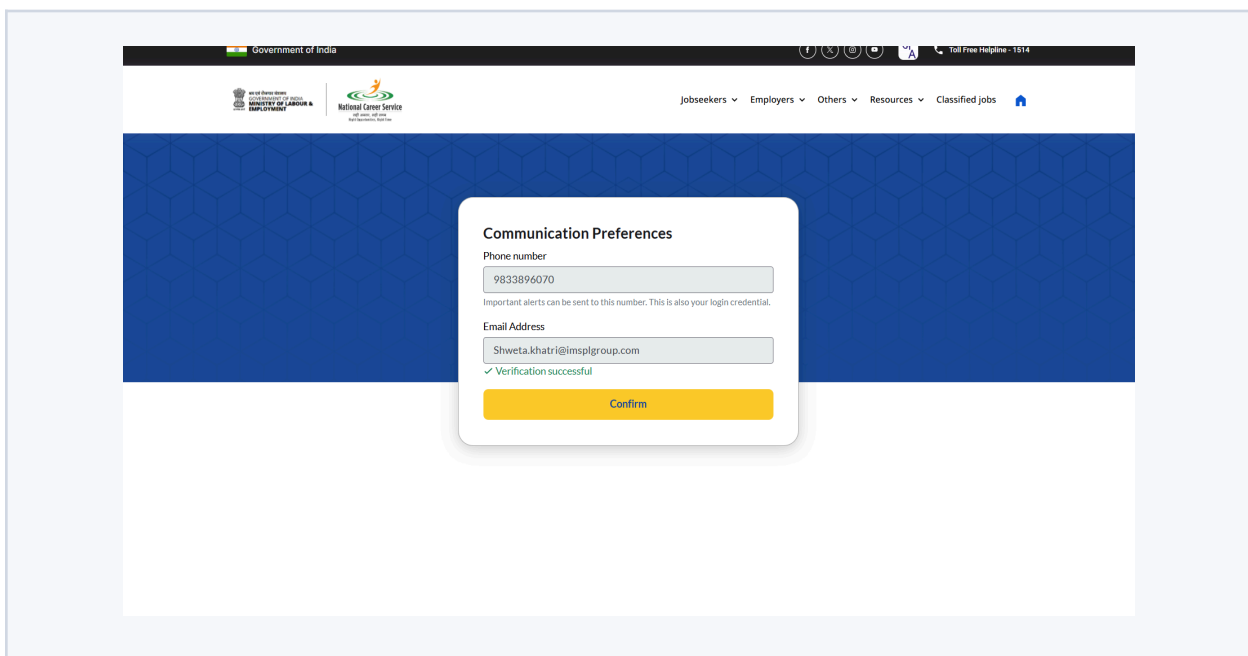
Phase 4: Email Verification

- 9. The system sends a verification OTP to the auto-populated email address.
- 10. The employer enters the email OTP and completes email verification.

Screenshot: Email OTP Verification Screen



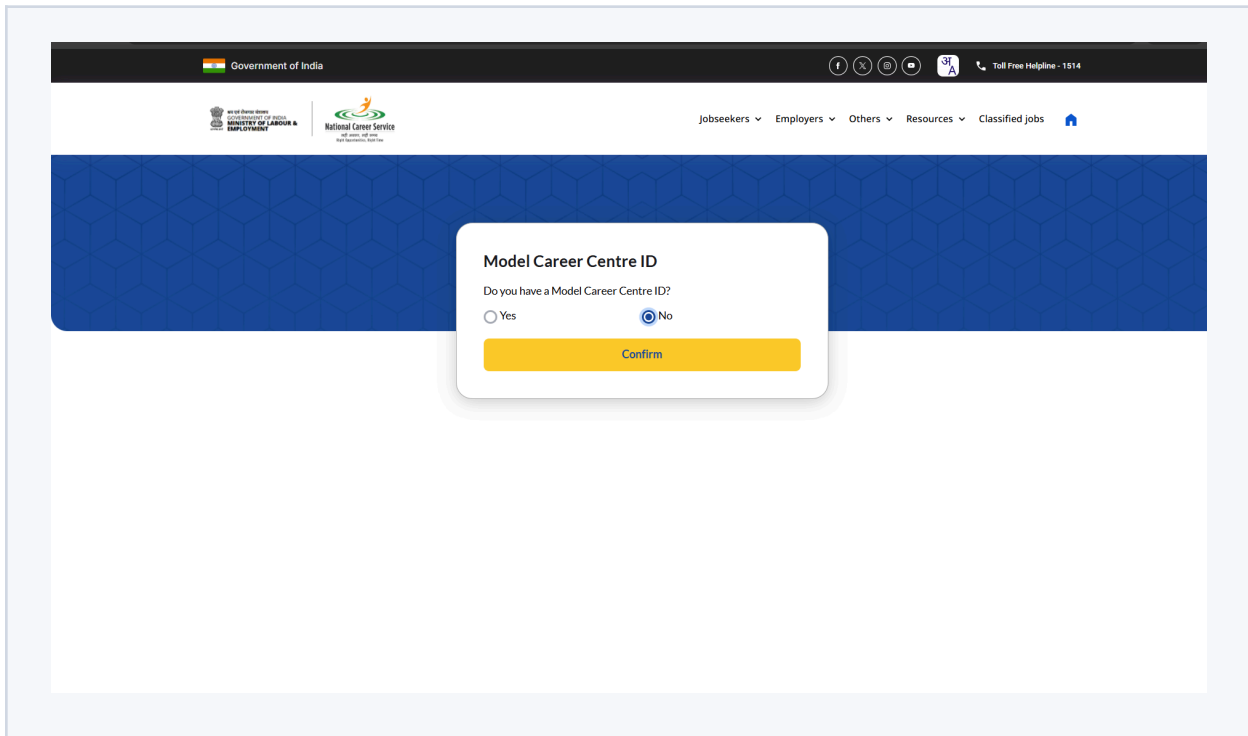
Screenshot: Email Verification Completed



Phase 5: Registration Completion

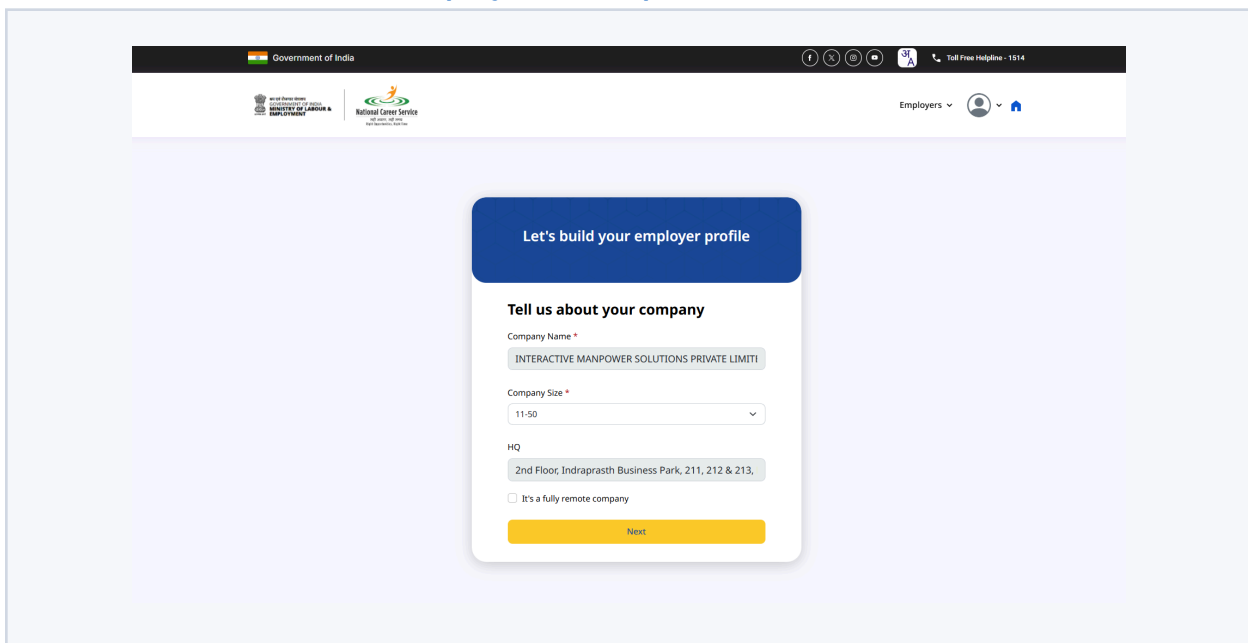
- 11. Communication Preferences page is displayed for the employer to configure notification settings.
- 12. After submitting Communication Preferences, the MMC ID page is displayed.

Screenshot: MMC ID Page



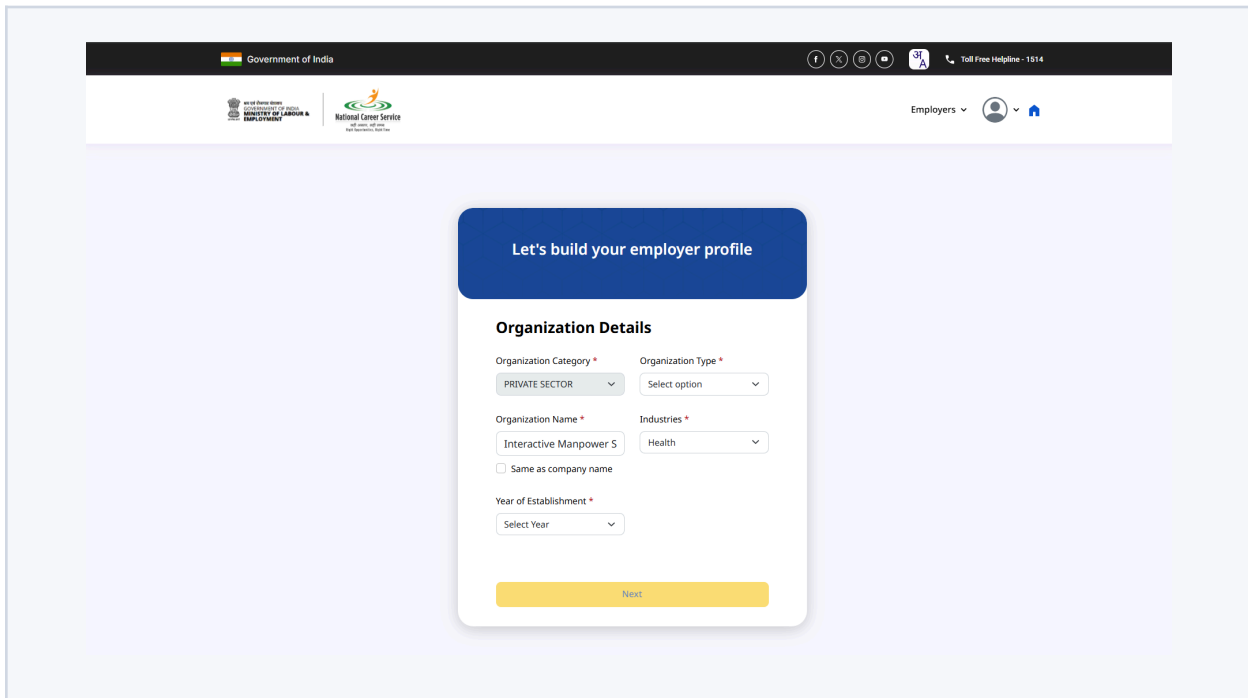
- 13. After submitting MMC ID, the 'Tell Us About Your Company' page is shown. Company Name and HQ are auto-populated. — *Auto-populated*

Screenshot: Tell Us About Your Company — Auto-Populated



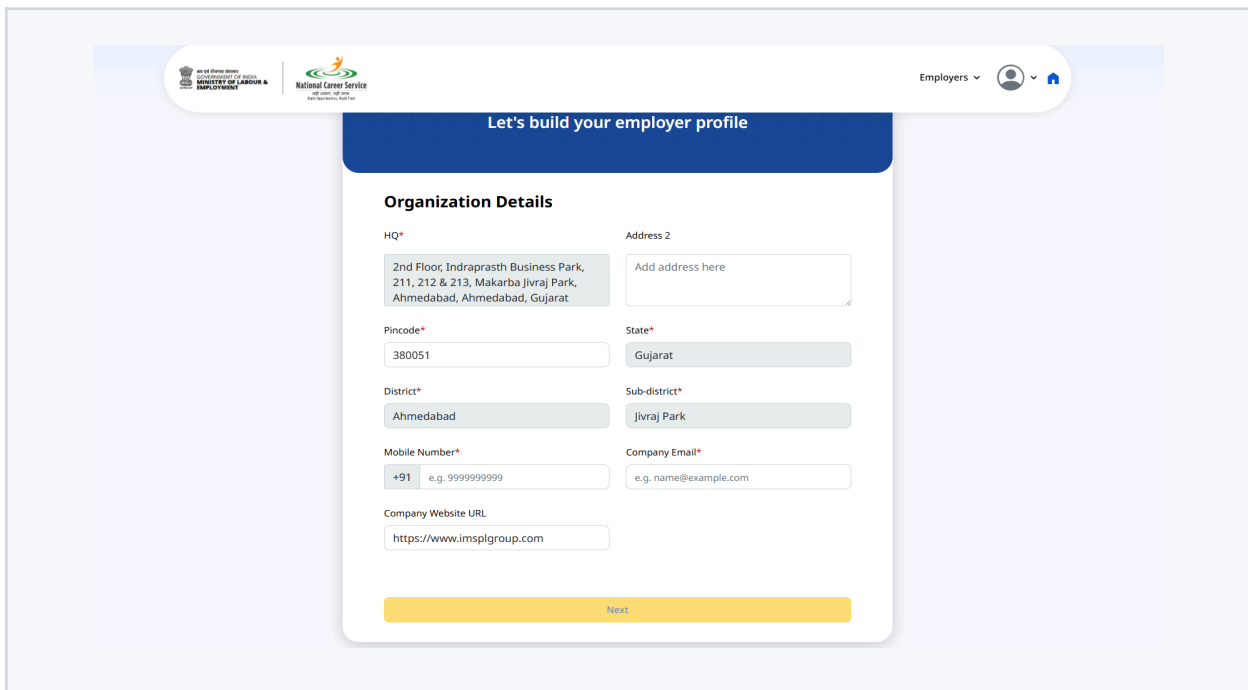
14. The Organisation Details page is displayed. Organisation Category and Organisation Name are auto-populated. The Organisation Name remains editable. — *Name field editable*

Screenshot: Organisation Details — Auto-Populated



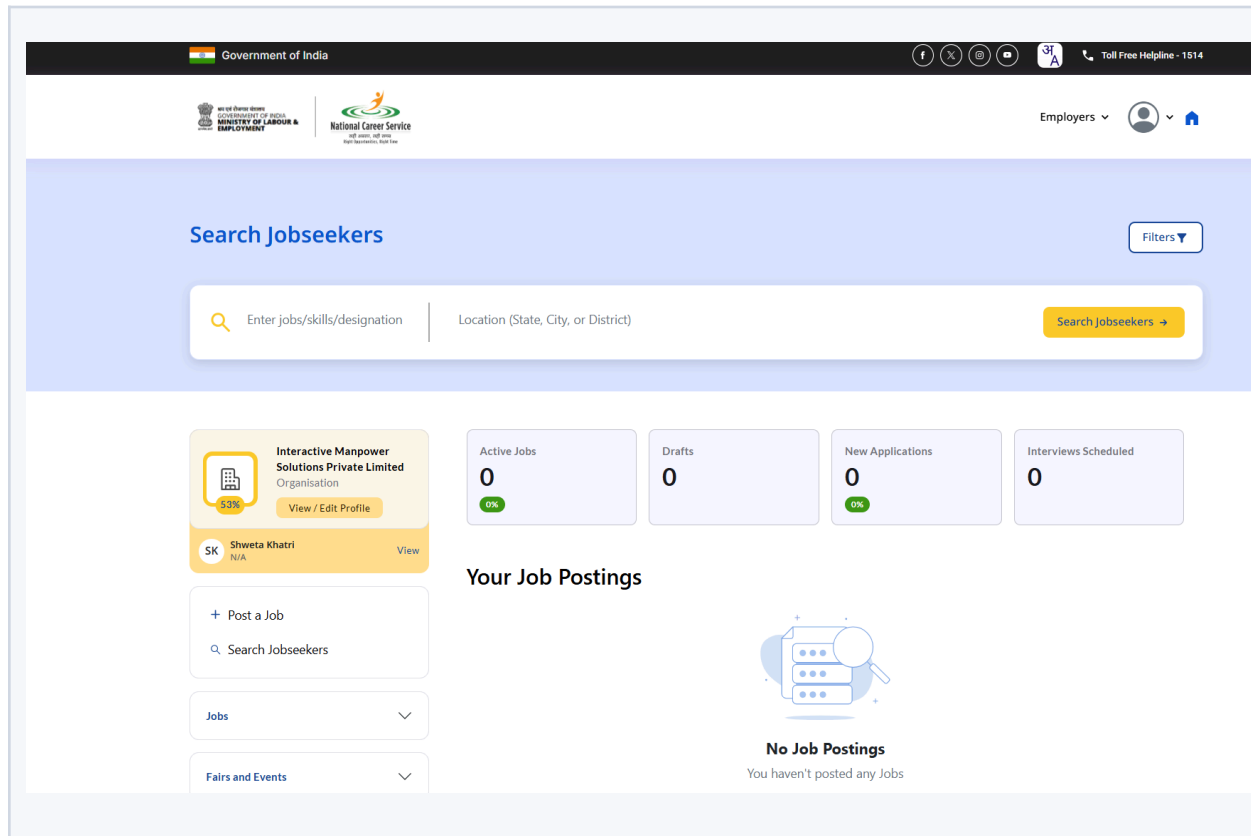
15. Second Organisation page: HQ, Pin Code, State, District, Sub-district, and Company URL are auto-populated. Company URL is editable. — *URL field editable*

Screenshot: Second Organisation Page — Auto-Populated



16. Upon submission of the second Organisation page, the Employer Homepage is displayed. Registration is complete.

Screenshot: Employer Homepage — Registration Complete



Flow 2: ISF Number Mismatch

Applies when an employer registers without an ISF number, or when the ISF Member ID does not match the mobile number in the ISF database. All fields require manual entry.

Phase 1: Mobile Number Verification

1. The employer opens the Signup / Login screen and enters their mobile number without providing an ISF number.

Screenshot: Signup / Login Screen — No ISF Number

The screenshot displays the 'NCS National Career Service Employer Login' interface. At the top, there are logos for the Government of India, Ministry of Skill Development and Entrepreneurship, and the National Career Service. The page title is 'NCS National Career Service Employer Login'. Below the title, there are tabs for 'Employer' and 'RA', with 'Employer' selected. A form titled 'Enter your phone number' contains a text input field with the value '+91 8745454558'. Below the input field is a yellow 'Continue' button and a link for 'Login using User ID'.

2. The system sends an OTP to the entered mobile number.
3. The employer enters and verifies the OTP.

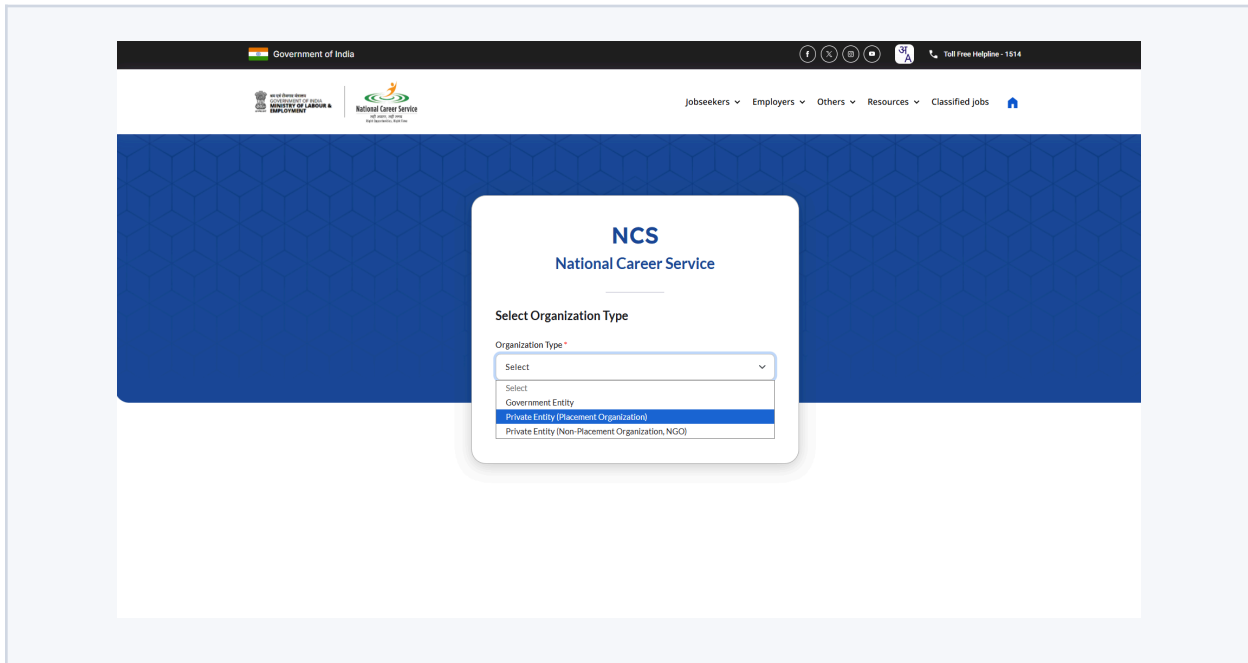
Screenshot: Mobile OTP Verification Screen

The screenshot displays the 'NCS National Career Service' interface for OTP verification. The page title is 'NCS National Career Service'. Below the title, there is a form titled 'Enter your phone number' with a text input field containing '8745454558'. Below this field is a link for 'Edit'. Below the phone number field is another form titled 'Enter code sent to 8745454558' with a text input field for the OTP. Below the OTP field is a yellow 'Verify' button. The page also shows a timer 'Resend in 00:37'.

Phase 2: Organisation Type Selection

4. Employer selects 'Placement Organisation' from the Organisation Type dropdown.

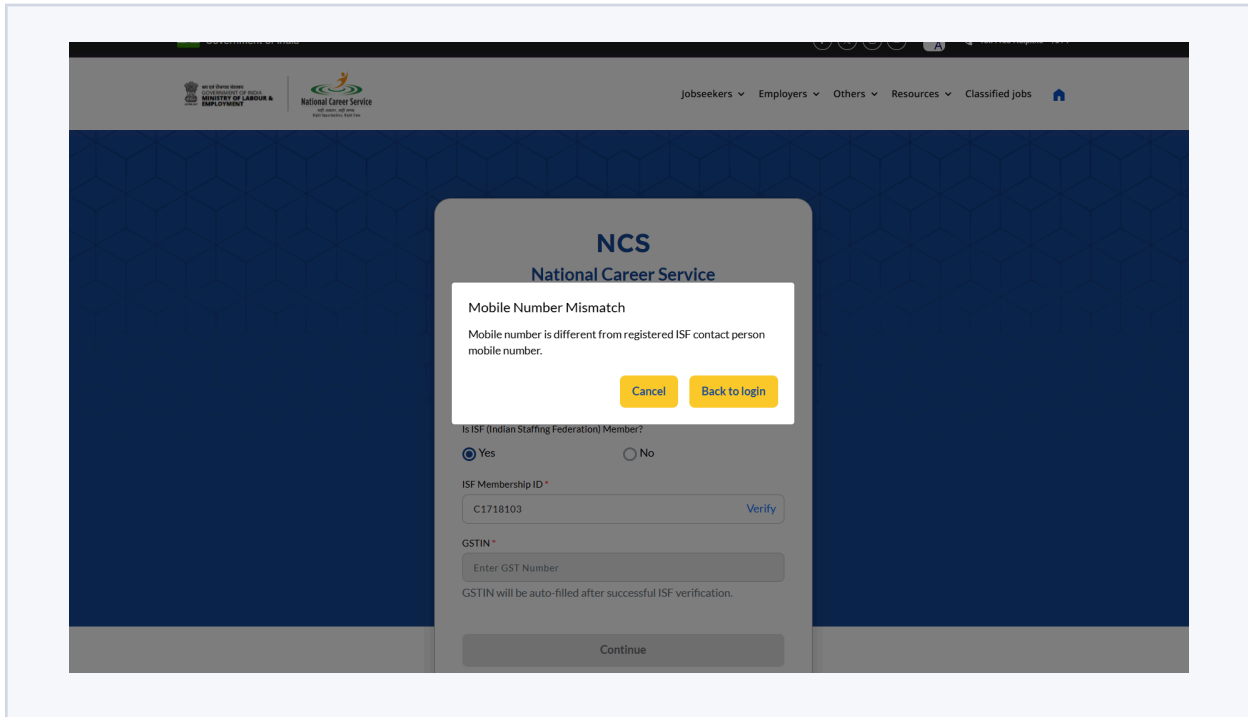
Screenshot: Select Organisation Type



Phase 3: ISF ID Mismatch Handling

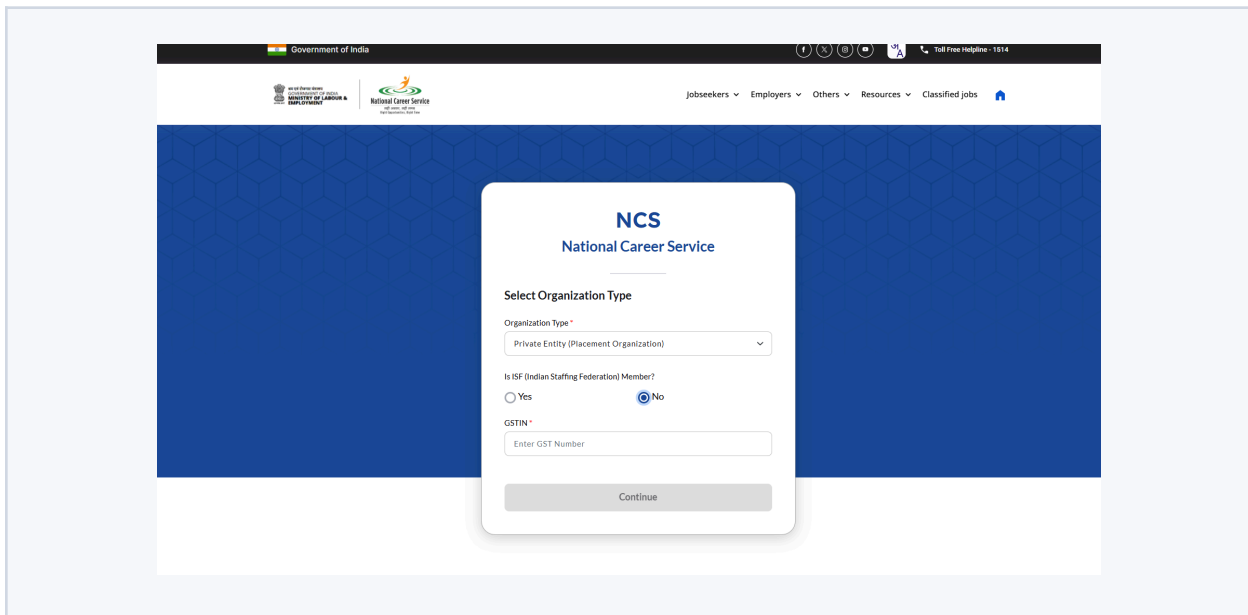
5. The system detects the ISF Member ID does not match the registered mobile number. A mismatch notification is displayed. — *Validation triggered*

Screenshot: ISF ID Mismatch Notification



6. The employer selects 'No' for ISF membership and manually enters their GST Number. — *Manual entry required*

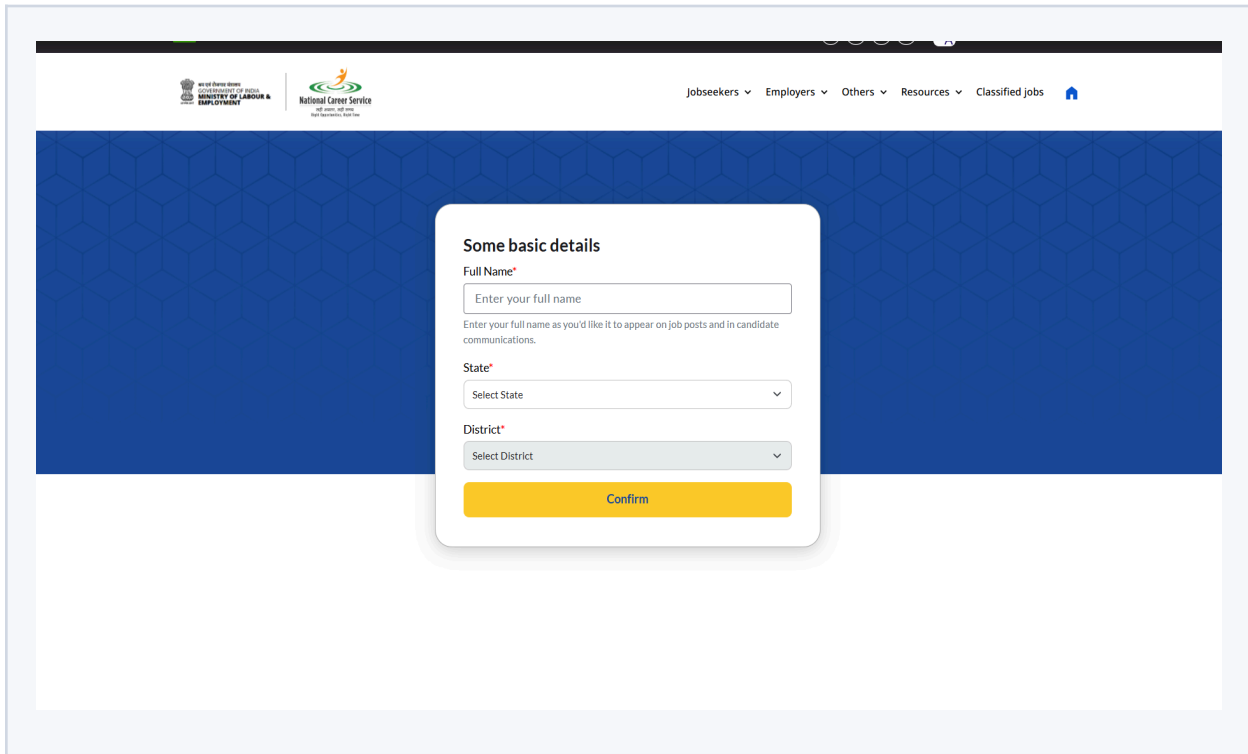
Screenshot: Manual GST Number Entry



Phase 4: Manual Data Entry

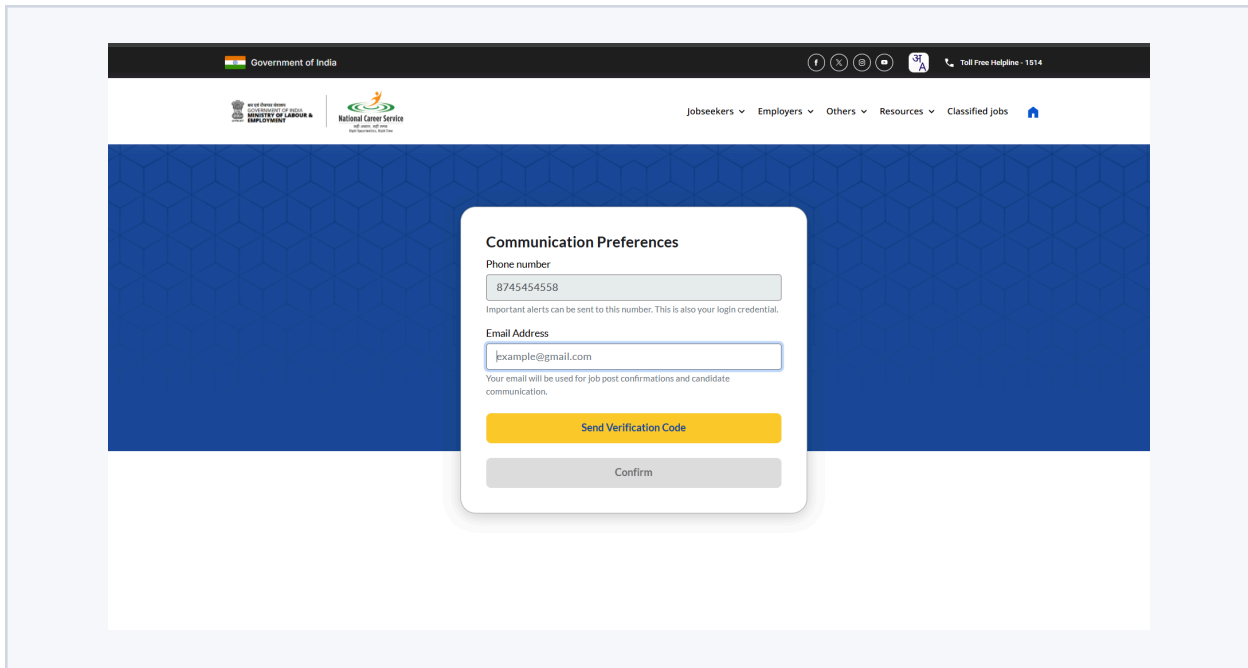
7. The employer manually enters their Full Name and selects State from the dropdown.

Screenshot: Manual Full Name & State Entry



8. Employers manually enter their Email Address.

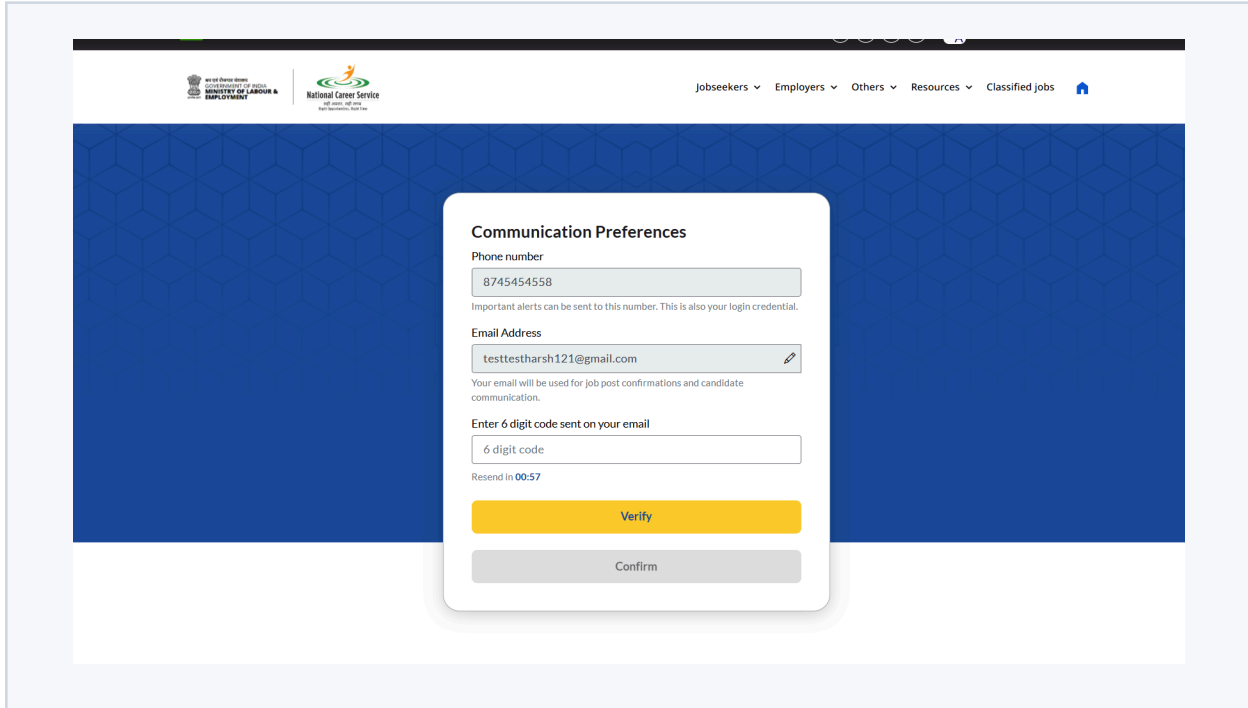
Screenshot: Manual Email Address Entry



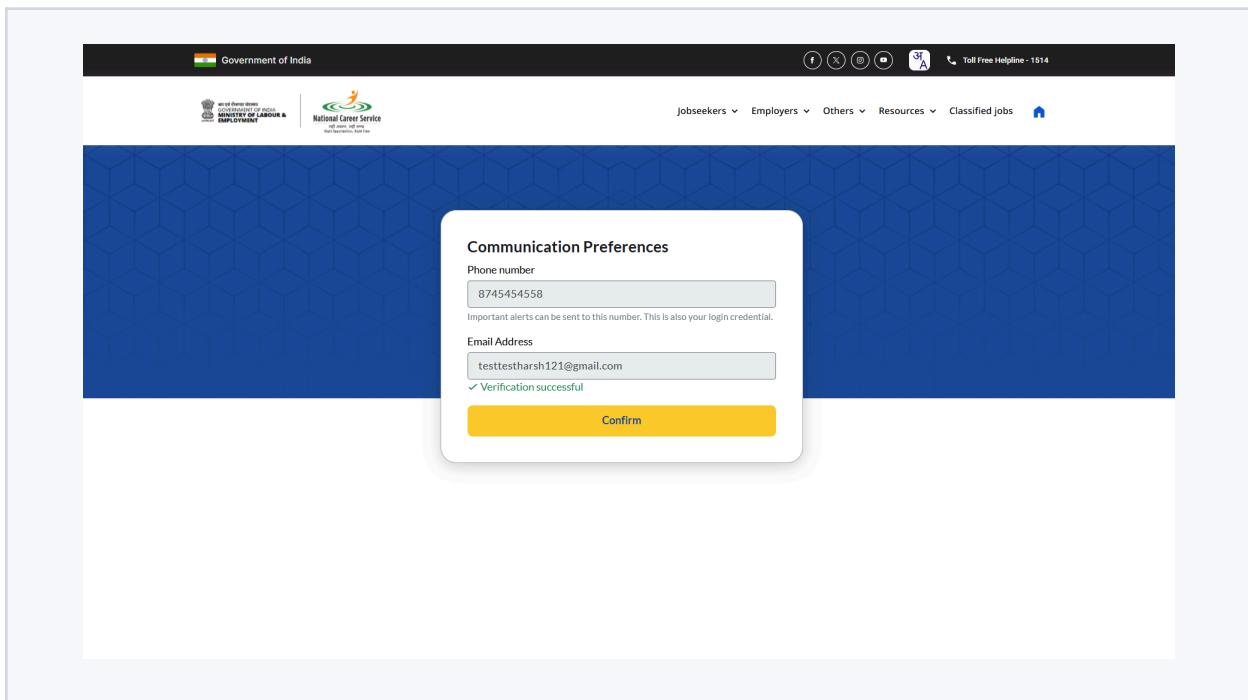
Phase 5: Email Verification

- 9. The system sends a verification OTP to the manually entered email address.
- 10. The employer enters the email OTP and completes email verification.

Screenshot: Email OTP Verification Screen



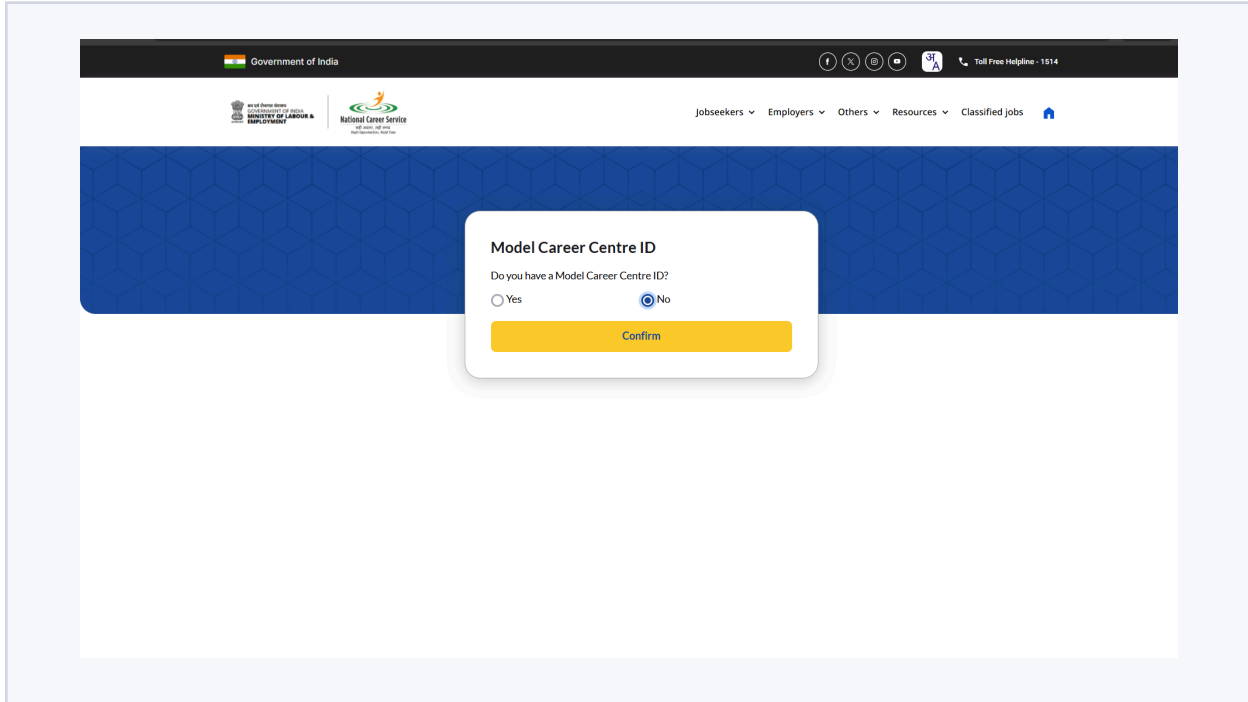
Screenshot: Email Verification Completed



Phase 6: Registration Completion

11. Communication Preferences page is displayed.
12. After submitting Communication Preferences, the MMC ID page is displayed.

Screenshot: MMC ID Page



13. Subsequent pages (Company Details, Organisation Details, Second Organisation page) follow the same structure as Flow 1 but require full manual data entry — auto-population is not available in this flow. — *No auto-population*
14. Upon completion, the Employer Homepage is displayed. Registration is complete.

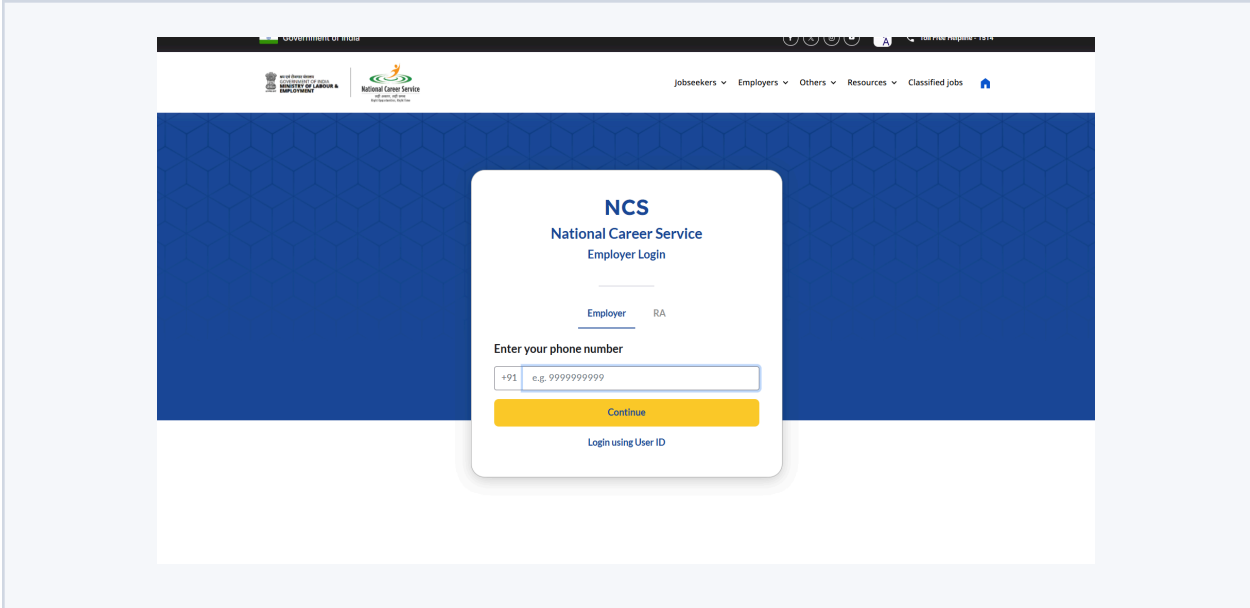
Flow 3: Employer Login

Applies to employers who have already completed registration. Authentication is via ISF Number and OTP only.

Login Process

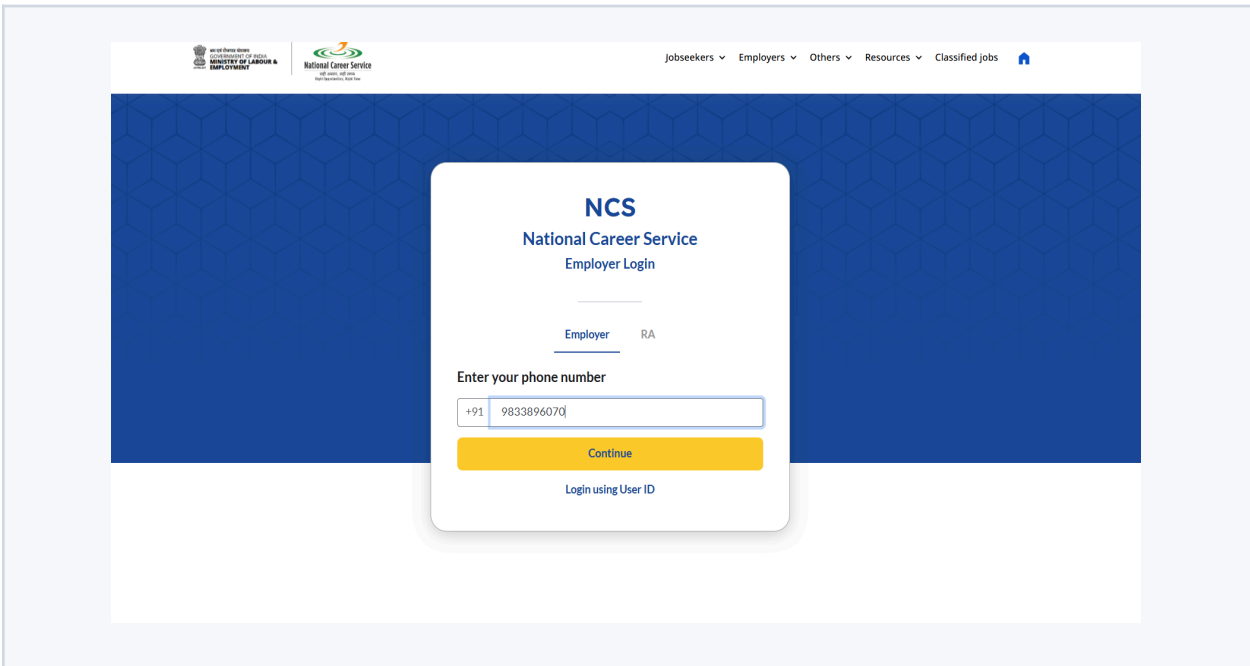
1. Employer opens the Employer Login screen.

Screenshot: Employer Login Screen



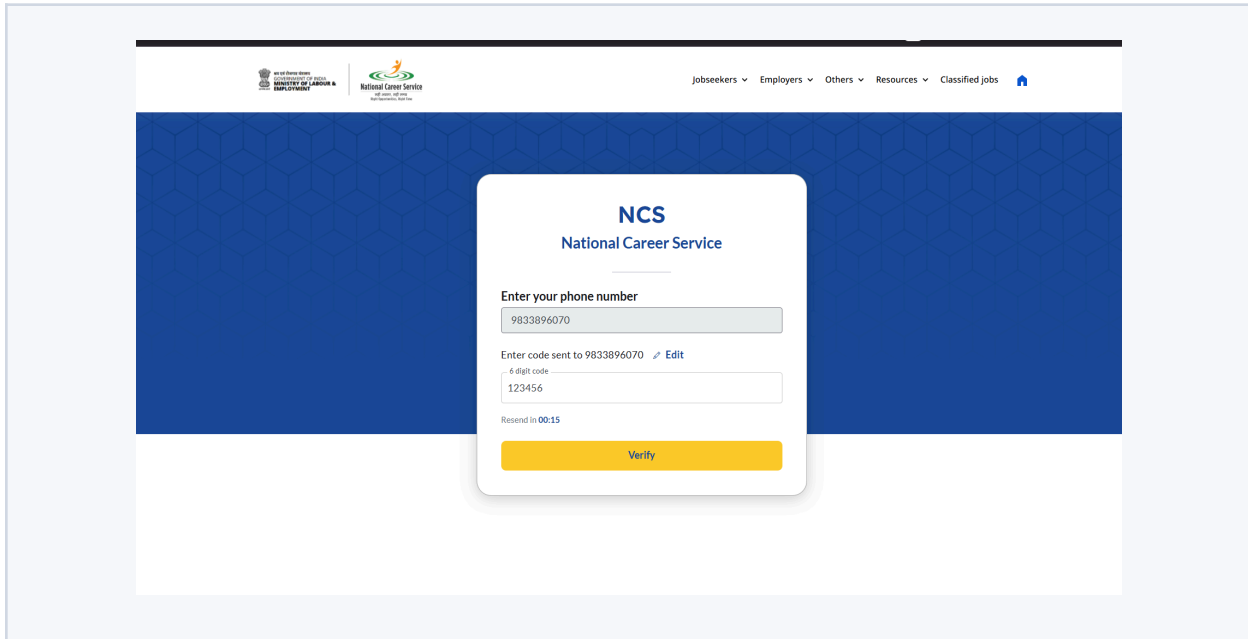
2. Employers enter their registered ISF Mobile Number.

Screenshot: Enter ISF Number



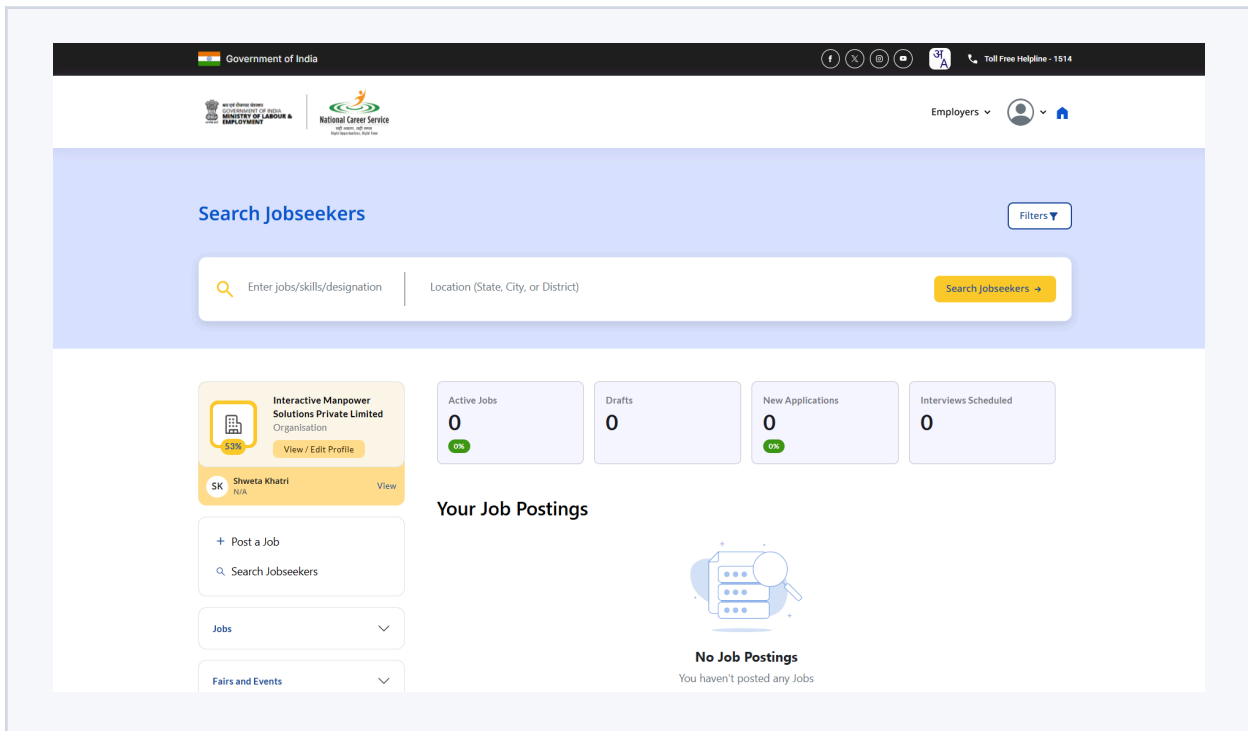
- 3. The system sends an OTP to the mobile number linked to the ISF Number.
- 4. The employer enters the OTP on the verification screen.

Screenshot: OTP Verification Screen



- 5. Upon successful OTP verification, the Employer Homepage is displayed and the session is initiated.

Screenshot: Employer Homepage — Login Successful



Key Functional Notes

Feature	Behaviour
ISF Number Auto-Population	When a valid ISF Number matches, the system auto-populates GST, Full Name, State, District, Mobile, and Email from the ISF database.
Editable Fields (Flow 1)	Despite auto-population, Organisation Name and Company URL remain editable by the employer to allow corrections.
GST Entry (Flow 2)	In the mismatch flow, the employer must manually enter their GST Number after selecting 'No' for ISF membership.
Email OTP Verification	Mandatory in both Flow 1 and Flow 2 before proceeding to Communication Preferences.
MMC ID Page	Displayed after Communication Preferences in both registration flows.
Organisation Name Editability	In the Organisation Details page, Organisation Name is auto-populated but remains editable.
Login Authentication	Login is exclusively via ISF Number + OTP. No password-based authentication for employers.