

APTeLS (USER MANUAL)

- Enter your Treasury ID
- Click on GET OTP



The screenshot shows the top status bar with 4G, signal strength, 68% battery, and 8:12 PM. Below is a blue header with the Andhra Pradesh logo and text: "Andhra Pradesh e-Teachers Login System" and "Government of Andhra Pradesh". In the center is an illustration of a man and a woman. Below that is a grey input field labeled "Treasury ID" and a blue button labeled "GET OTP".

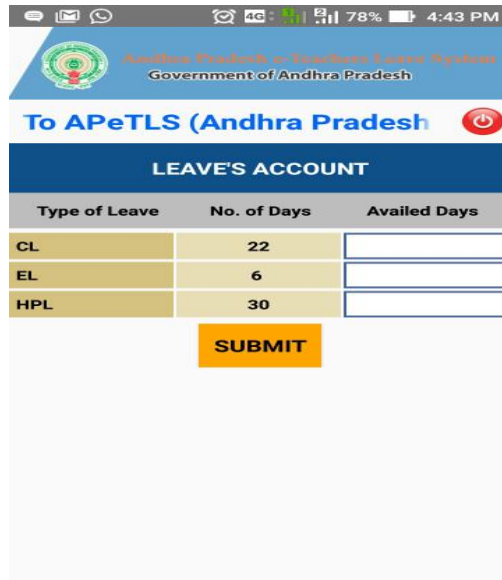
- After clicking on the GET OTP , Below Screen will appear.
- At the same time you will receive an OTP on Your registered Mobile number.
- Enter your received OTP and Click on SUBMIT
- If OTP not received to your registered mobile then click on RESEND OTP .
- Follow the above process again.



The screenshot shows the top status bar with 4G, signal strength, 69% battery, and 8:13 PM. Below is the same blue header as the previous screen. In the center is the same illustration of a man and a woman. Below that are two grey input fields: the first contains "9922001" and the second is labeled "OTP". Below the input fields is a red text link "Resend OTP" and a blue button labeled "SUBMIT".

VISAKHAPATNAM DISTRICT

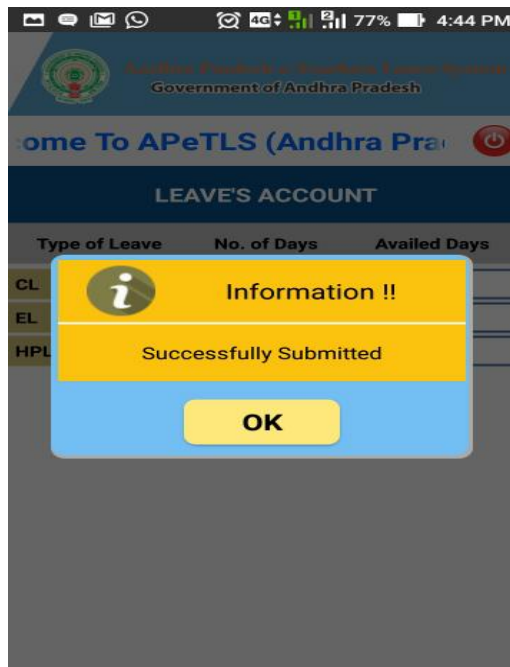
- After Successful Login. Mandate Leave's Account screen will appear.
- As one time activity pl enter the details as required in the screen shown below.
- Enter your Availed Days against type of Leave mentioned.
- Click on Submit



Type of Leave	No. of Days	Availed Days
CL	22	
EL	6	
HPL	30	

SUBMIT

- After successfully Submit, Below screen will appear



Information !!

Successfully Submitted

OK

VISAKHAPATNAM DISTRICT

- In Homescreen page there are 3 types of leaves
 - 1) Type of Leave
 - 2) Type of Duty
 - 3) Type of Holiday
- Depending on the reason for your absence at school, select from the respective labels shown below



The screenshot shows the home screen of the 'Andhra Pradesh - Teachers Leave System' app. At the top, it displays the app's name and the Government of Andhra Pradesh logo. Below this, there is a blue header with the text 'Welcome To APeTLS (Andhra Pradesh)'. The main content area is titled 'Information' and contains a table with the following details:

Teacher Name	Kr.Subbareddy
School Name	Appm High School
School Code	28110122001

Below the information table, there are three red buttons stacked vertically, labeled 'Type of Leave', 'Type of Duty', and 'Type of Holiday'.

- On selection of TYPE OF LEAVE , Below screen will appear



The screenshot shows the 'Leave Details' screen of the app. It features a blue header with the text 'Leave Details'. Below the header, there is a form with the following fields:

Name	Kr.Subbareddy
Leave Type	--SELECT--
From Date	<input type="text"/>
To Date	<input type="text"/>
No. of Days	<input type="text"/>
Reason	<input type="text"/>

At the bottom of the form, there is a yellow button labeled 'SUBMIT'.

VISAKHAPATNAM DISTRICT

- Click on Leave Type and select.
- In the Type of Leave we have CL , Child Care Leave , EL , EOL , HPL , Mat.Leave,Pat.Leave,Study Leave.

Andhra Pradesh e-Teachers Leave System
Government of Andhra Pradesh

Welcome To APeTLS (Andhra Pradesh)

Leave Details

Name	Kr.Subbareddy
Leave Type	--SELECT--
From Date	CL
To Date	Child Care Leave
No. of Days	EL
Reason	EOL
	HPL
	Mat. Leave

SUBMIT

- Select the desired leave From Date and To Date.

2017
Tue, 14 Nov

November 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

CANCEL OK

VISAKHAPATNAM DISTRICT

- In the number of days column It will auto calculate the total number of leaves applied.
- Enter your Reason and Click on Submit.



Andhra Pradesh e-Teachers Leave System
Government of Andhra Pradesh

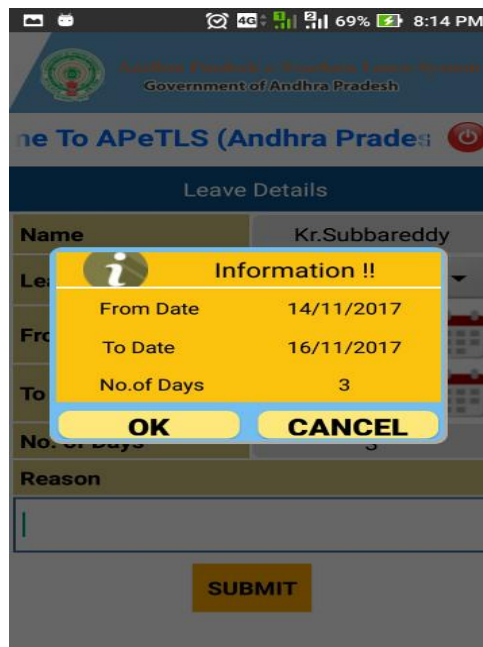
To APeTLS (Andhra Pradesh)

Leave Details

Name	Kr.Subbareddy
Leave Type	CL
From Date	14/11/2017
To Date	16/11/2017
No. of Days	3
Reason	

SUBMIT

- On Submit below screen will appear



Andhra Pradesh e-Teachers Leave System
Government of Andhra Pradesh

To APeTLS (Andhra Pradesh)

Leave Details

Name	Kr.Subbareddy
Leave Type	CL
From Date	14/11/2017
To Date	16/11/2017
No. of Days	3
Reason	

Information !!

From Date	14/11/2017
To Date	16/11/2017
No. of Days	3

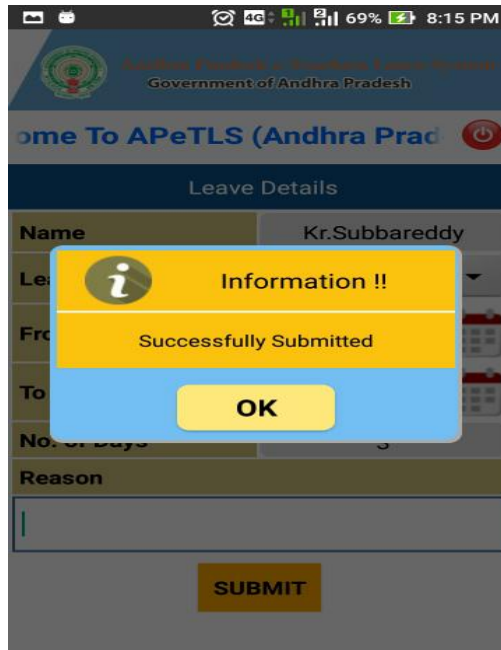
OK CANCEL

SUBMIT

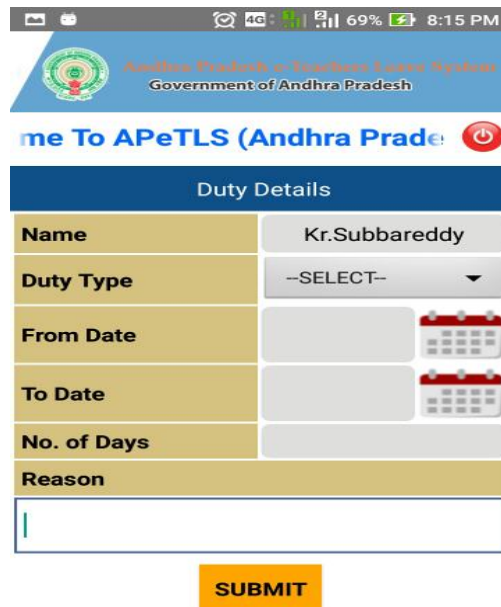
- Check/preview once and can click on OK for successful leave submission.

VISAKHAPATNAM DISTRICT

- Below screen will appear on OK click.

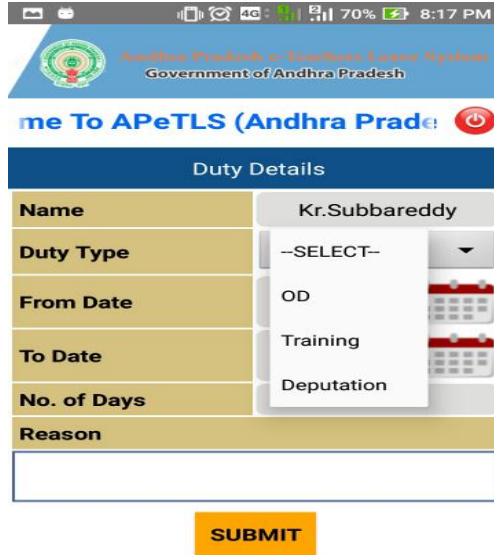


- On selection of Type of Duty , Below screen will appear



VISAKHAPATNAM DISTRICT

- Click on Duty Type and select the desired type



Andhra Pradesh e-Teachers Login System
Government of Andhra Pradesh

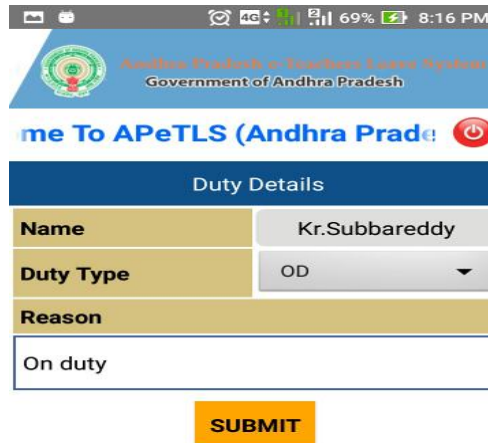
Home To APeTLS (Andhra Pradesh)

Duty Details

Name	Kr.Subbareddy
Duty Type	--SELECT--
From Date	OD
To Date	Training
No. of Days	Deputation
Reason	

SUBMIT

- If you select OD ,Below screen will appear
- Enter your Reason on Submit.



Andhra Pradesh e-Teachers Login System
Government of Andhra Pradesh

Home To APeTLS (Andhra Pradesh)

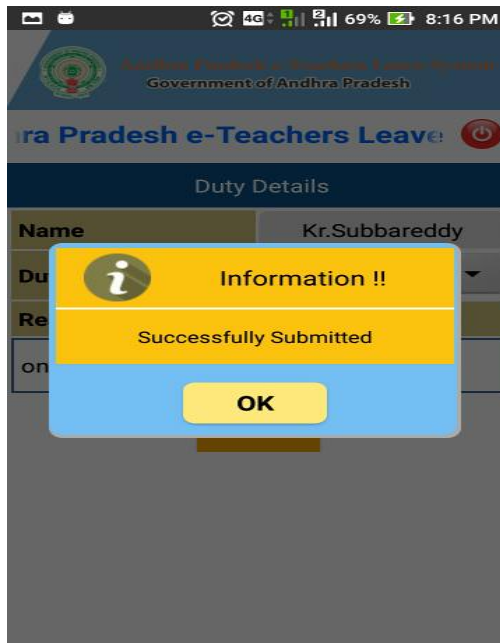
Duty Details

Name	Kr.Subbareddy
Duty Type	OD
Reason	On duty

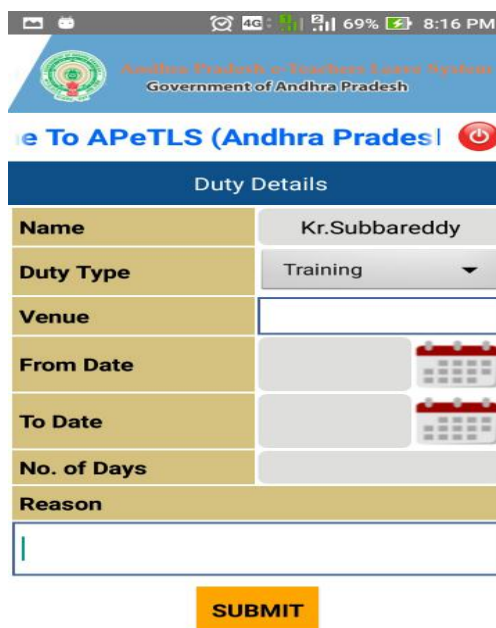
SUBMIT

VISAKHAPATNAM DISTRICT

- On Submit , below screen will appear



- If you select Training , Below screen will appear.
- Enter your Venue Details .

A screenshot of the same mobile application interface. The "Duty Details" form is visible with the following fields: "Name" (Kr.Subbareddy), "Duty Type" (Training), "Venue" (empty text box), "From Date" (calendar icon), "To Date" (calendar icon), "No. of Days" (empty text box), and "Reason" (empty text box). A yellow "SUBMIT" button is located at the bottom of the form.

VISAKHAPATNAM DISTRICT

- Select From Date and To Date
- In the number of days column It will show total number of days applied for training.
- Enter your Reason and Submit.

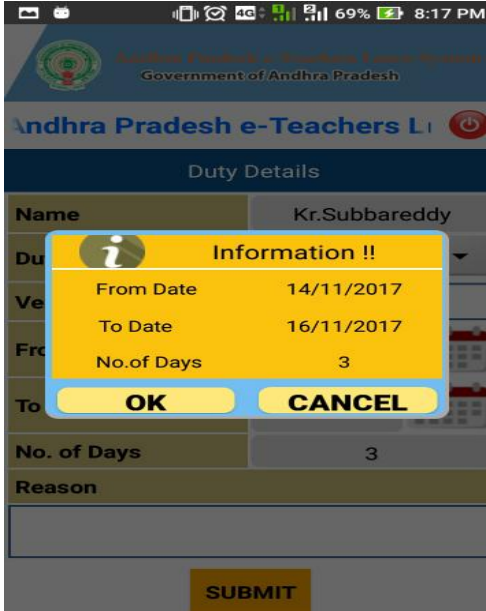


The screenshot shows the 'Duty Details' form in the Andhra Pradesh e-Teachers Login System. The form fields are as follows:

Name	Kr.Subbareddy
Duty Type	Training
Venue	Vijayawada
From Date	14/11/2017
To Date	16/11/2017
No. of Days	3
Reason	

A yellow 'SUBMIT' button is located below the form.

- On Submit, Below screen will appear.



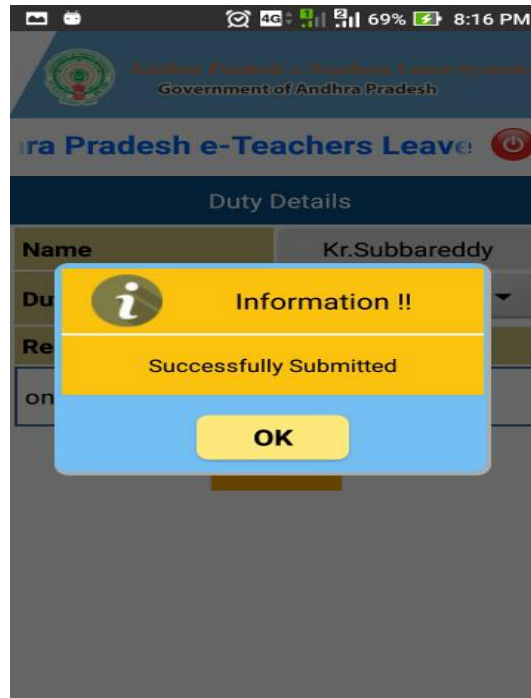
The screenshot shows the same 'Duty Details' form, but with an information dialog box overlaid. The dialog box contains the following information:

Information !!	
From Date	14/11/2017
To Date	16/11/2017
No. of Days	3

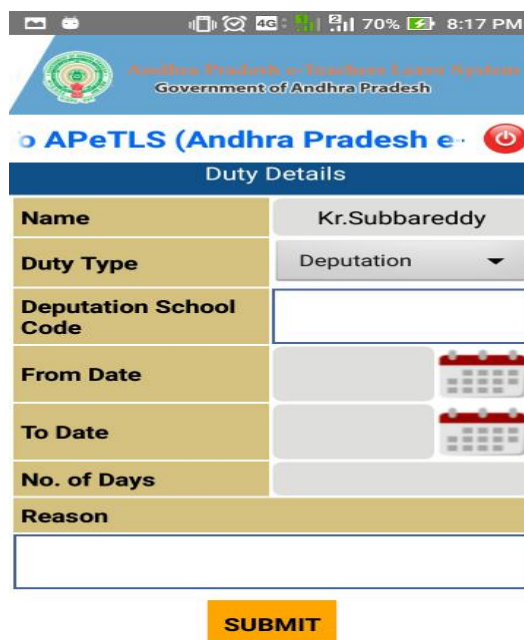
The dialog box has 'OK' and 'CANCEL' buttons at the bottom. The 'SUBMIT' button is visible below the dialog box.

VISAKHAPATNAM DISTRICT

- On OK click, Below screen will appear



- On selection of Deputation , Below screen will appear.
- Enter your Deputation School Code .

A screenshot of the mobile application interface showing the "Duty Details" form. The status bar at the top shows 4G, 70% battery, and 8:17 PM. The app header includes the Government of Andhra Pradesh logo and the text "Andhra Pradesh e-Teachers Leave System". Below the header, the title "APeTLS (Andhra Pradesh e-Teachers Leave System)" is displayed. The main content area is titled "Duty Details" and shows a form with the following fields: "Name" (Kr.Subbareddy), "Duty Type" (Deputation), "Deputation School Code" (empty), "From Date" (empty), "To Date" (empty), "No. of Days" (empty), and "Reason" (empty). A yellow "SUBMIT" button is located at the bottom of the form.

VISAKHAPATNAM DISTRICT

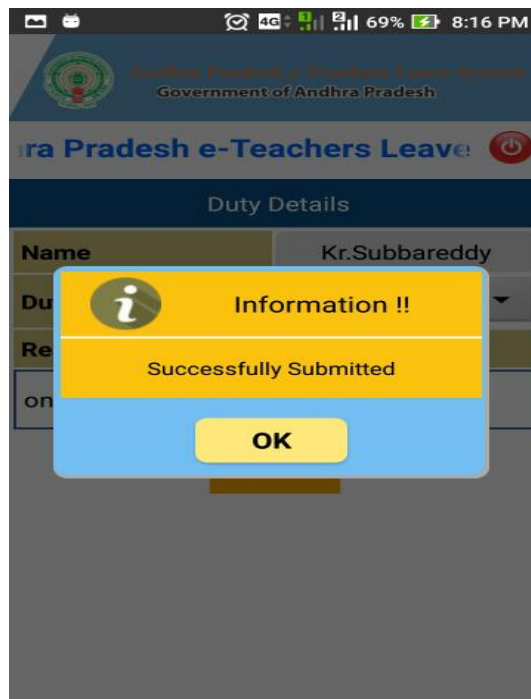
- **Select From Date and To Date.**
- **In the number of days column It will show total number of days.**
- **Enter your Reason and Submit.**

The screenshot shows the APeTLS (Andhra Pradesh e-Teachers Leave System) mobile application interface. The header includes the Government of Andhra Pradesh logo and the system name. The main form is titled 'Duty Details' and contains the following fields:

Name	Kr.Subbareddy
Duty Type	Deputation
Deputation School Code	12345
From Date	15/11/2017
To Date	18/11/2017
No. of Days	4
Reason	

A yellow 'SUBMIT' button is located at the bottom of the form.

- **On submit click,below screen will appear**



VISAKHAPATNAM DISTRICT

- On selection of **Type of Holiday** , Below screen will appear

Andhra Pradesh e-Teachers Leave System
Government of Andhra Pradesh

Home To APeTLS (Andhra Pradesh)

Holiday Details

Name	Kr.Subbareddy
Holiday Type	--SELECT--
Date	14/11/2017
Reason	

SUBMIT

- Click on **Holiday Type** and select.
- In the **Holiday** we have OH and LH.
- Select respective type of **Holiday** ie.,OH/LH.

Andhra Pradesh e-Teachers Leave System
Government of Andhra Pradesh

Home To APeTLS (Andhra Pradesh)

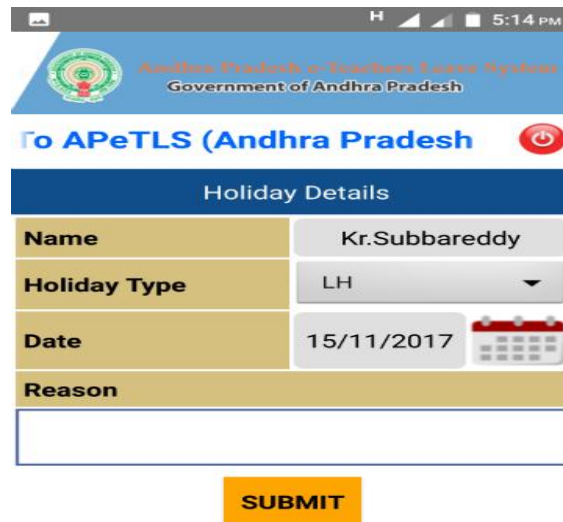
Holiday Details

Name	Kr.Subbareddy
Holiday Type	OH
Date	14/11/2017
Reason	LH

SUBMIT

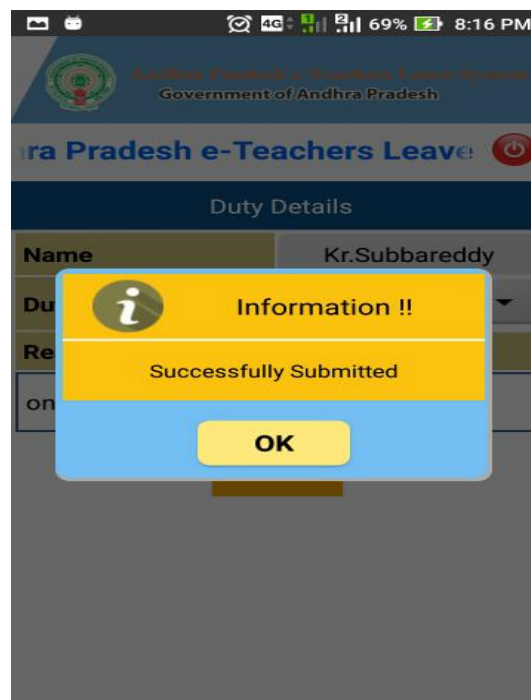
VISAKHAPATNAM DISTRICT

- **Select Date and Enter Reason.**



The screenshot shows the 'APeTLS (Andhra Pradesh)' application interface. At the top, there is a header with the government logo and the text 'Andhra Pradesh e-Teachers Leave System Government of Andhra Pradesh'. Below this is a blue bar with the text 'Go APeTLS (Andhra Pradesh)' and a power icon. The main section is titled 'Holiday Details' and contains a form with the following fields: 'Name' (Kr.Subbareddy), 'Holiday Type' (LH), 'Date' (15/11/2017), and 'Reason'. A 'SUBMIT' button is located at the bottom of the form.

- **On Submit click below screen will appear**



- **To LOGOUT from the Application.**
- **You will find the below button image in every screen.**
- **Click on this button for successfully logout from the application.**

VISAKHAPATNAM DISTRICT



VISAKHAPATNAM DISTRICT NODAL TEAM