IT Services Cell — KVS Headquarters

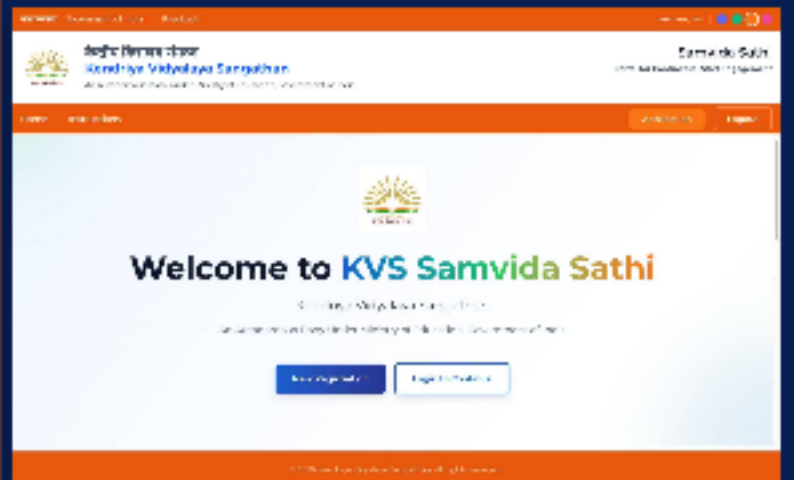
KVS Samvida Sathi

Portal for Engagement of Contractual Teachers and other Staff

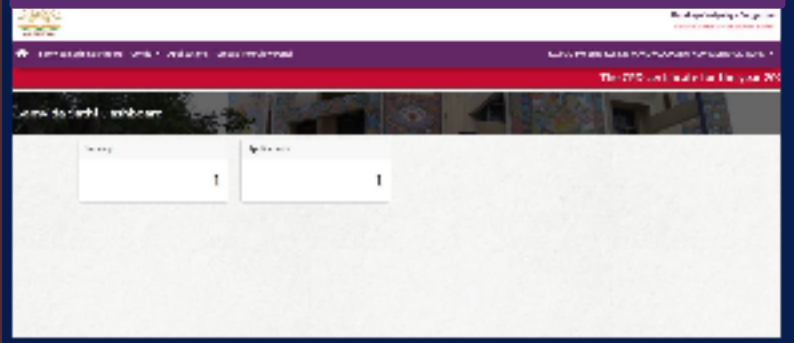
A digital initiative developed by the IT Services Cell, Kendriya Vidyalaya Sangathan to modernize and streamline the engagement of contractual teaching & other staff.

PART A | Candidate Portal

PART B | School (SAMAGAM)



KVS SAMAGAM — School Dashboard



Presented by

IT Services Cell, KVS HQ

11 March 2026

System Overview — Two Integrated Modules

PART A — Samvida Sathi — Candidate Portal

Samvida-sathi.kvs.gov.in

Registration	Name, Mobile, Email, Password
Basic Information	PAN, Aadhaar, Category, Address
School Preference	State, School, Designation, Subject (up to 3)
Academic Qualification	X, XII, Graduation, PG with marks
Professional Qualification	B.Ed, D.El.Ed & other certifications
Experience	Organization, Role, Start–End Dates
Upload Documents	Photo, PAN, Aadhaar, Additional PDF
Preview & Declaration	Review all sections + Undertaking
Submit Application	Unique Submission Code issued

◄ AUTO ► SYNC

PART B — SAMAGAM — KV School Login

samagam.kvs.gov.in → Samvida Sathi Module

B1	**School Dashboard**	View Vacancies & Applications count
B2	**Set Invitation Dates**	Application Start & End Date for candidates
B3	**Enable Posts & Interview Dates**	Post-wise checklist with interview date
B4	**View Applications**	Auto-populated from candidate submissions
B5	**Review Candidate Profile**	Complete profile: education, experience, docs
B6	**Update Review Status**	Qualified / Not Qualified for Interview
B7	**Mark Interview Attendance**	Present / Absent on interview day
B8	**Enter Interview Marks**	4 Panelists, 5 parameters, 50 marks total
B9	**Download Panel List**	Post-wise consolidated candidate marks list
B10	**Physical Signing**	All board members sign the panel document
B11	**Upload Signed Panel**	Signed PDF → visible at RO & HQ dashboards

End-to-End Process Flow — KVS Samvida Sathi (Dual Module)

CANDIDATE Samvida Sathi Portal	SCHOOL SAMAGAM — KV Login	RO / HQ Transparency View
Register & Login (New / Existing User)	Set Application Invitation Dates (Start: 11-Mar → End: 13-Mar-2026)	
Fill 8-Step Application Form & Submit Application	Enable Posts & Set Interview Dates (Post-wise: PGT Bio-Tech → 11-Mar-2026)	
Submission Code Issued — Application Live	🔄 **Auto-published to Candidate Portal immediately**	I Applications & status visible at RO & HQ in real time
⏳ Awaiting School Review — Status visible on dashboard	View Applications (Auto-populated list)	II Review Status updates visible across all hierarchy levels
Status Instantly Reflected: "Qualified" or "Not Qualified" + Interview Date	Review Profile → Update Review Status: "Qualified" or "Not Qualified"	III Signed Panel uploaded by school instantly visible at RO & HQ
Appear for Interview on Scheduled Date	Interview Day: Mark Present / Absent	IV Full transparency & audit trail across all 25 Regional Offices
	If Present: Enter Marks (5 params, 50 max)	
	Download Panel → Physical Sign → Upload PDF	





PART A

Samvida Sathi — Candidate Portal

8-Step Application Process for Contractual Staff Engagement

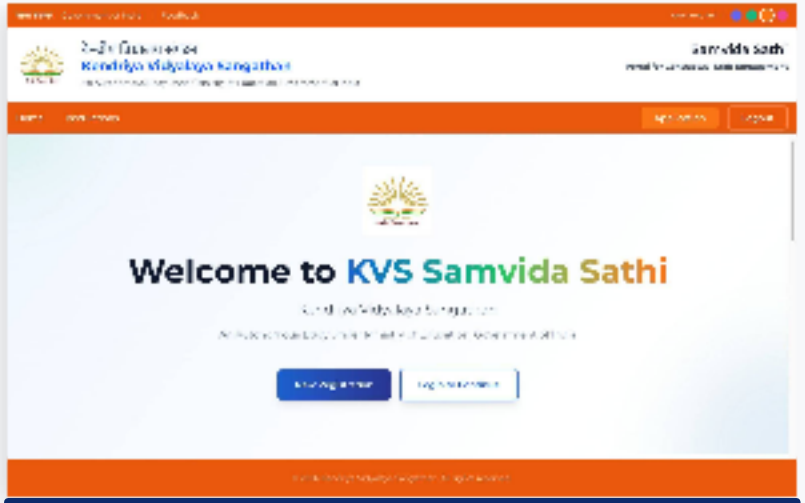
Samvid-asathi.kvs.gov.in

→ Slides 5–11 ←

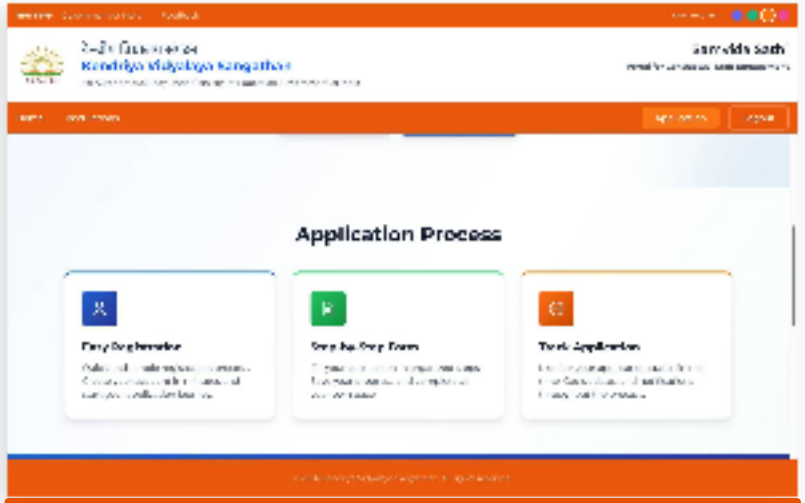
Portal Homepage, Registration & Login

Public Portal

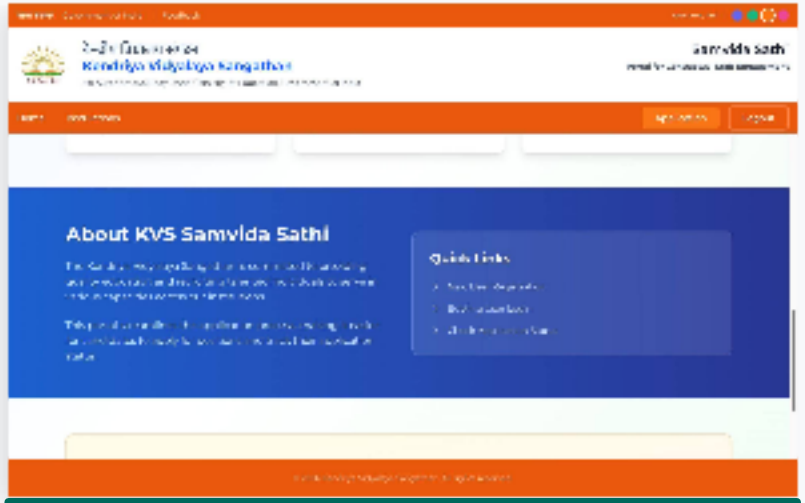
Step 0: Accessing the Portal — Home Page, New Registration & Login



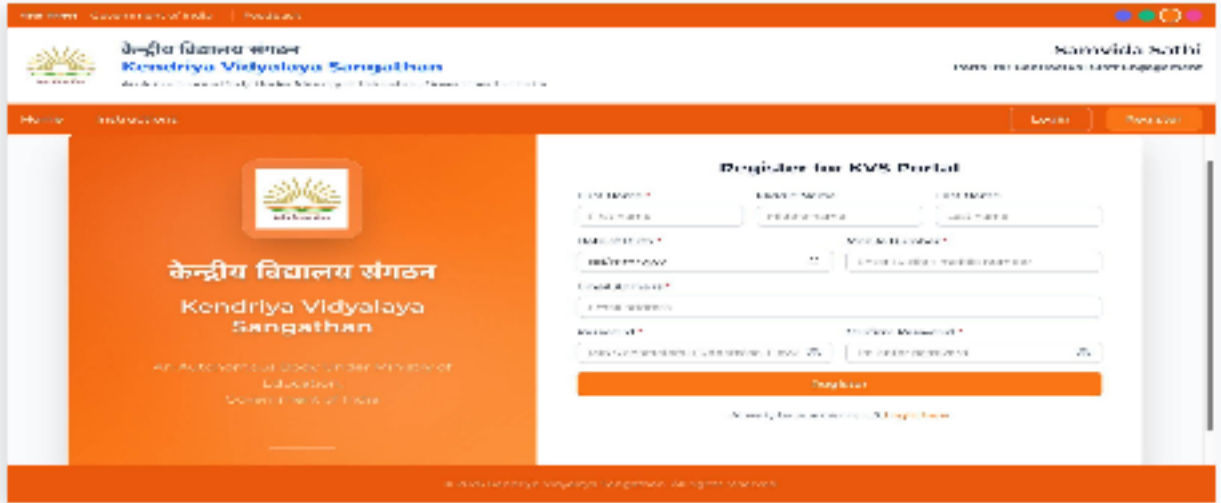
Welcome Screen: New Registration & Login to Continue



Application Process: Easy Reg., Step-by-Step, Track Status



About KVS Samvida Sathi + Quick Links



New User Registration: First/Middle/Last Name, DOB, Mobile, Email, Password (min 6 chars: 1 upper, 1 lower, 1 special)

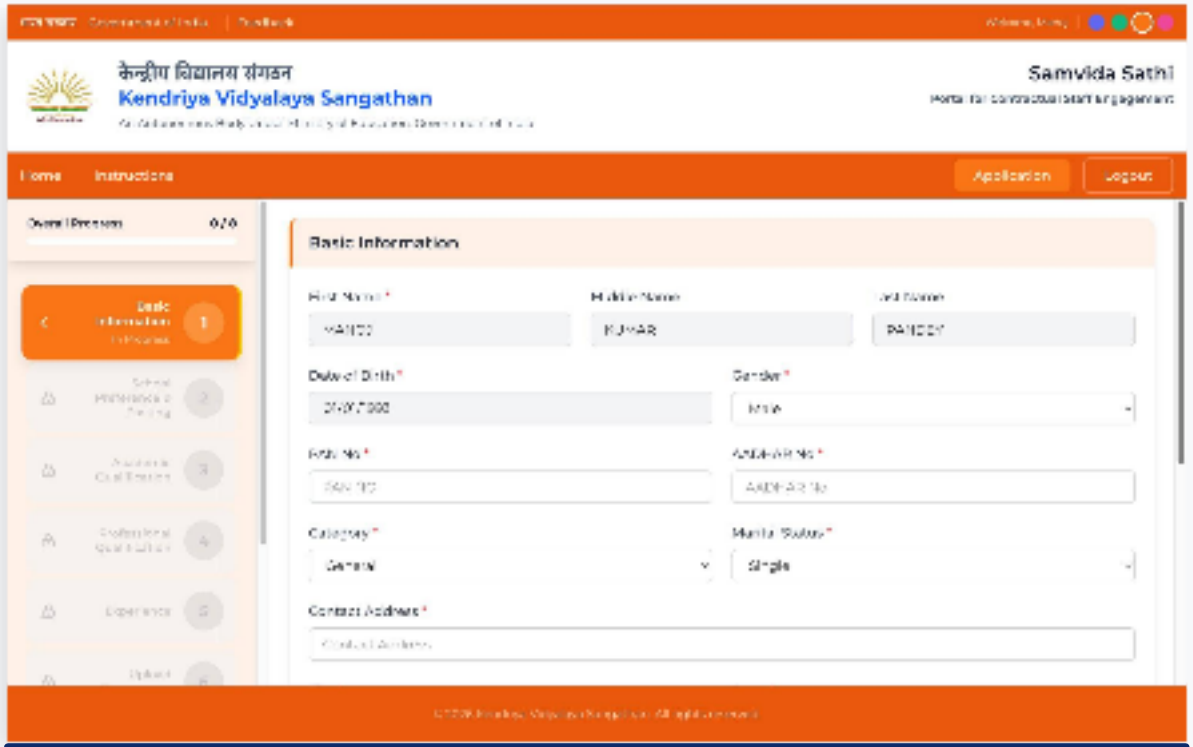


Existing User Login: 10-digit Mobile Number + Password Authentication

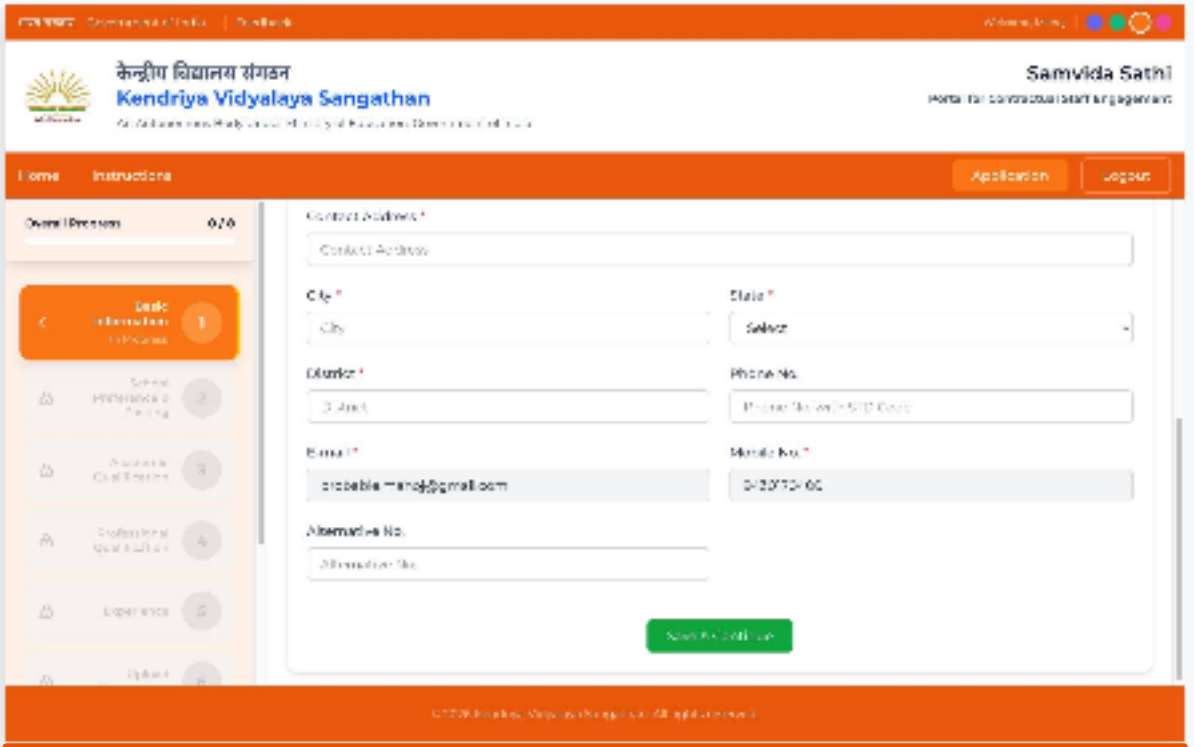
Basic Information — Application Step 1

Progress: 0 → 1/8

Personal & contact details; left sidebar shows 8-step progress tracker



Personal Details: Manoj Kumar Pandey | DOB: 01/01/1993 | Male | General | DOB shown



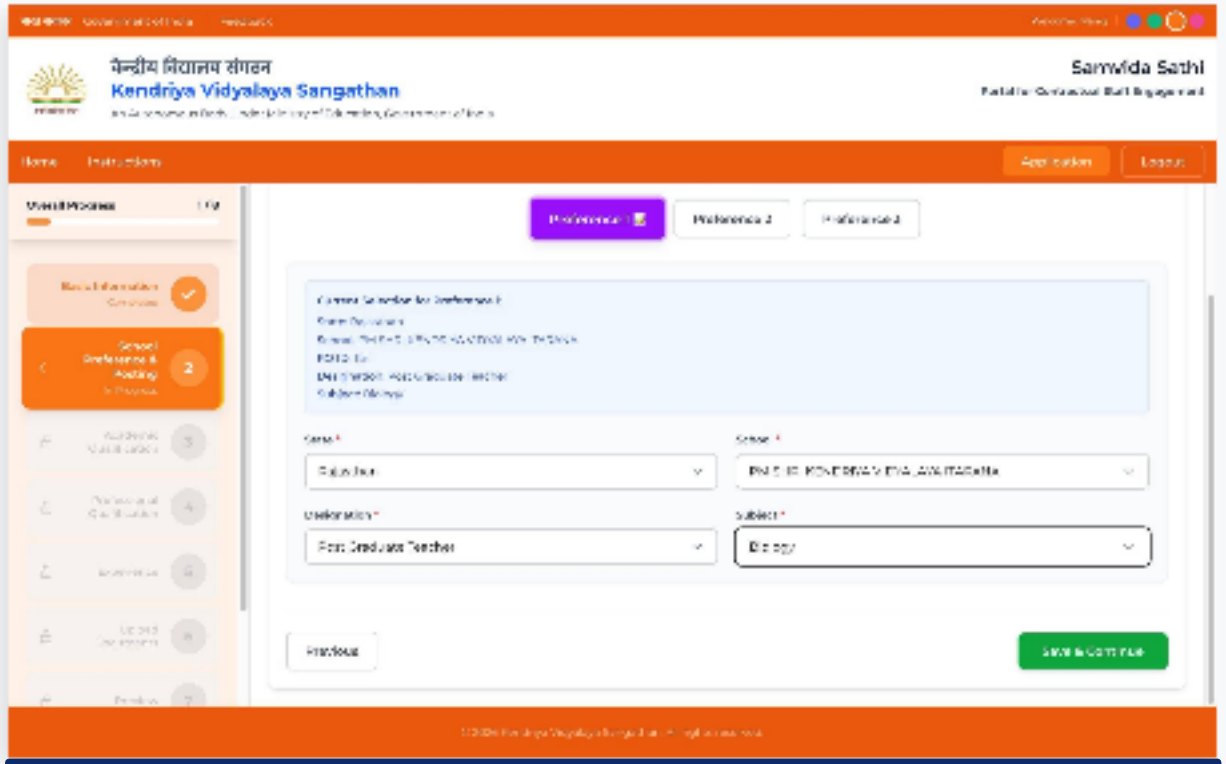
Contact: Email: probable.manoj@gmail.com | Mobile: 9430170400 | Delhi, South West

- Captures: Full Name, DOB, Gender, PAN, Aadhaar, Category, Marital Status
- Address: Contact Address, City, State, District, Phone (with STD Code), Mobile, Email
- Steps 2–8 are locked until Step 1 is saved — sequential progression enforced
- Progress tracker on sidebar updates dynamically: 0/8 → 1/8 after Step 1 is completed

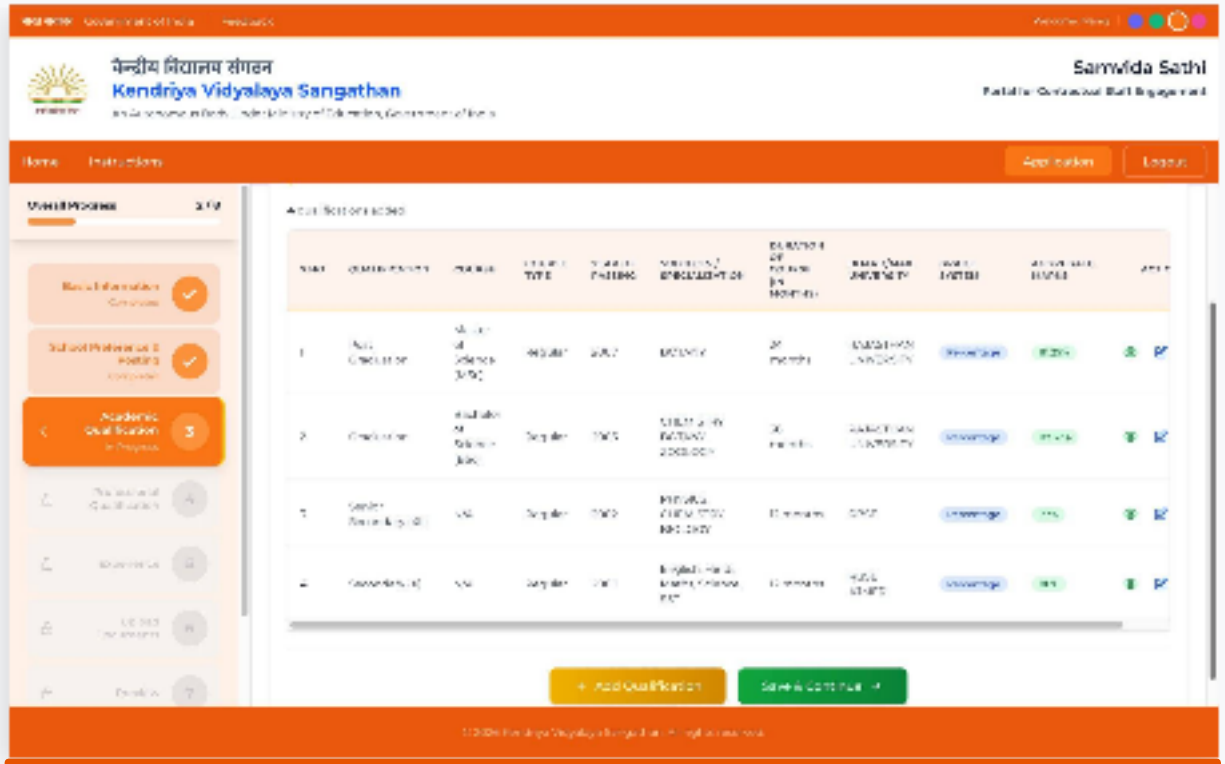
School Preference & Academic Qualification — Steps 2 & 3

Progress: 1 → 2/8

Candidate selects posting preference; then enters all academic records



Step 2: Preference 1 — Rajasthan | PM SHRI KV ITARANA | PGT Biology | RO ID: 115



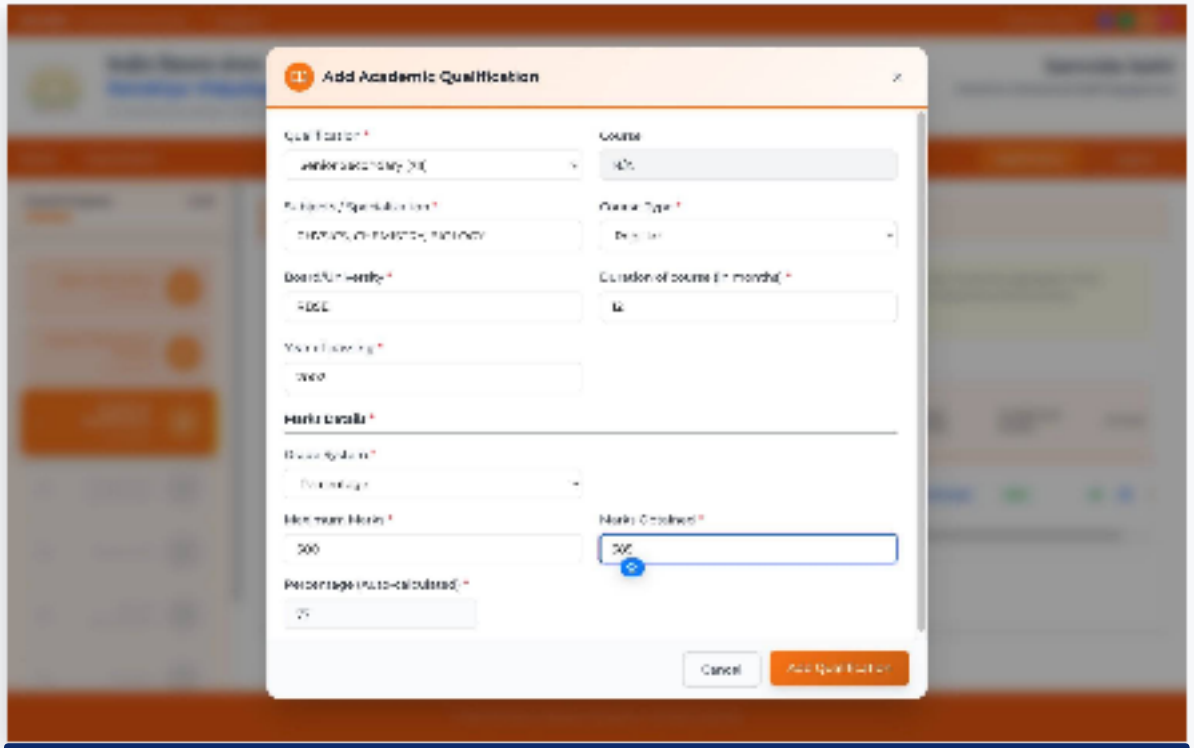
Step 3: All 4 Qualifications — PG 81.25% | Grad 87.67% | XII 77% | X 80% (RBSE)

- Up to 3 school preferences (tabs: Preference 1, 2, 3) — each with State, School, Designation & Subject
- Academic modal: Qualification type, Course, Subjects, Board/University, Duration, Year, Grade System, Max Marks, Marks Obtained → Percentage auto-calculated
- Eligibility gate enforced: minimum 50% aggregate marks required to proceed

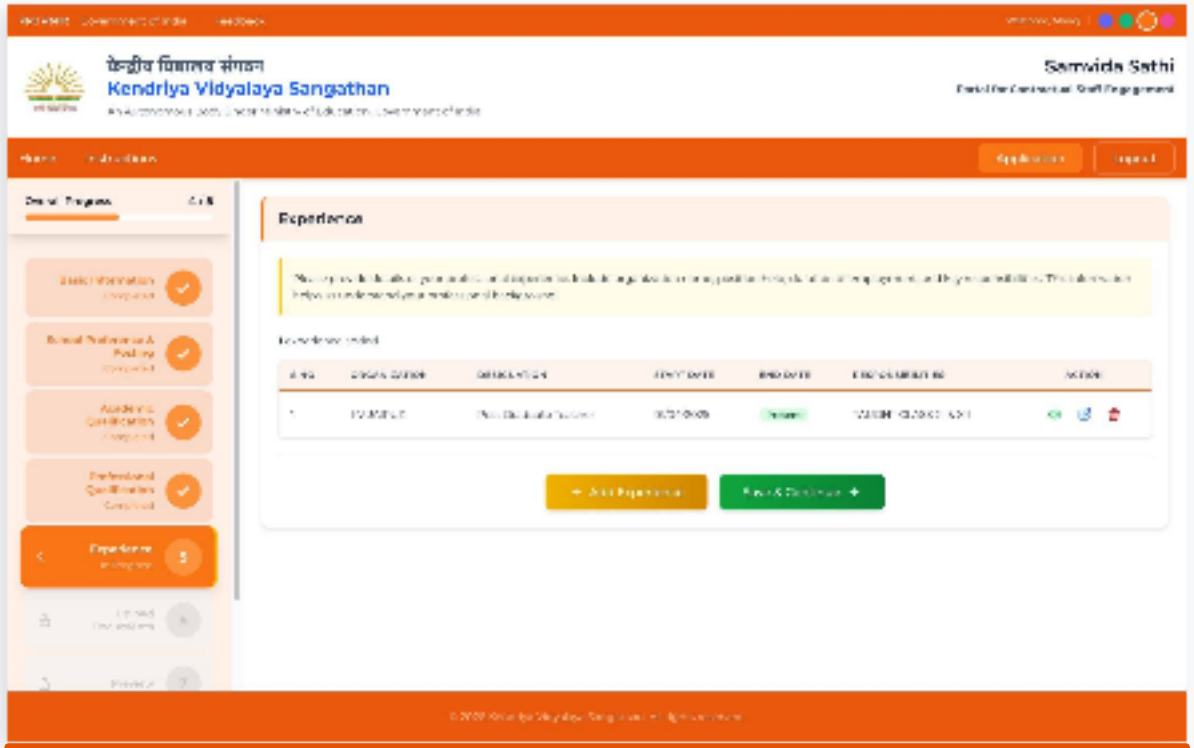
Professional Qualification & Experience — Steps 4 & 5

Progress: 3→4/8

Teacher training certifications and prior teaching experience



Academic Qual Entry Modal: Sr. Secondary XII | RBSE | Physics/Chemistry/Biology | 385/500 = 77%



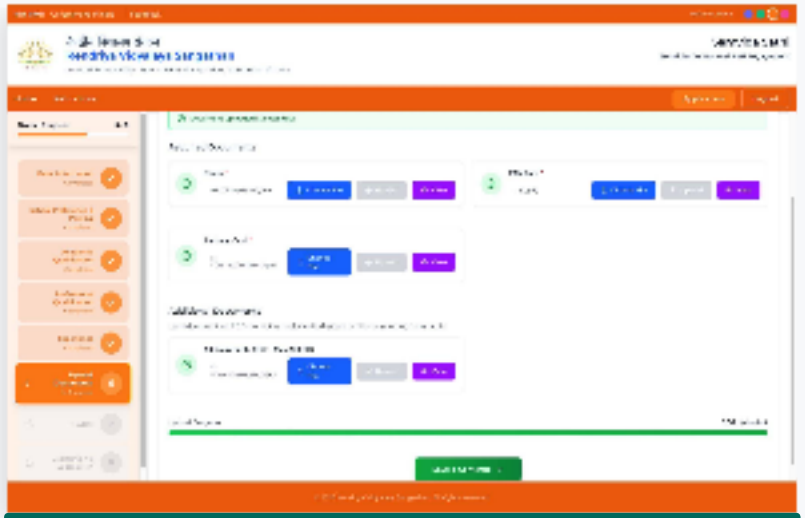
Step 5 Experience: KV JAIPUR | Post Graduate Teacher | 01/04/2025 – Present | Taught XI & XII

- Professional Qualification (Step 4): B.Ed, D.El.Ed, and other teaching certifications — percentage auto-calculated
- Experience (Step 5): Organization name, designation, start date, end date (or 'Present'), key responsibilities
- Multiple entries allowed for both Professional Qualification and Experience sections

Upload Documents, Preview & Submit — Steps 6, 7 & 8

Progress: 5 → 8/8

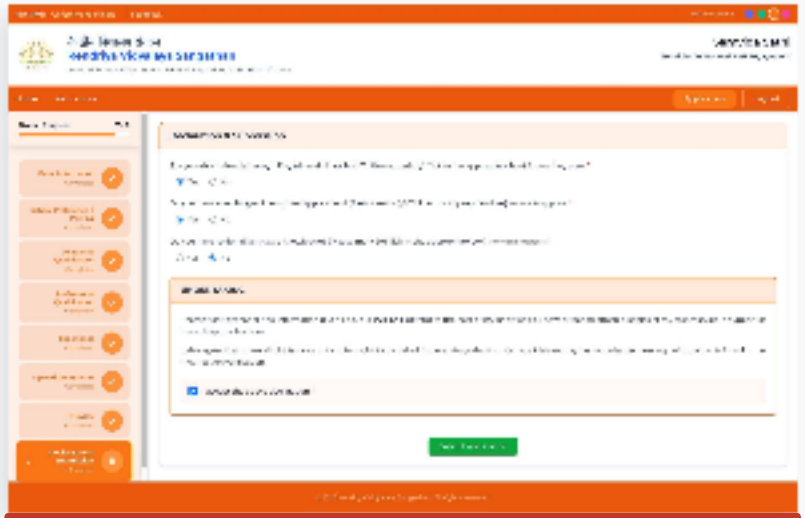
Final steps: document upload, full review, declaration and submission



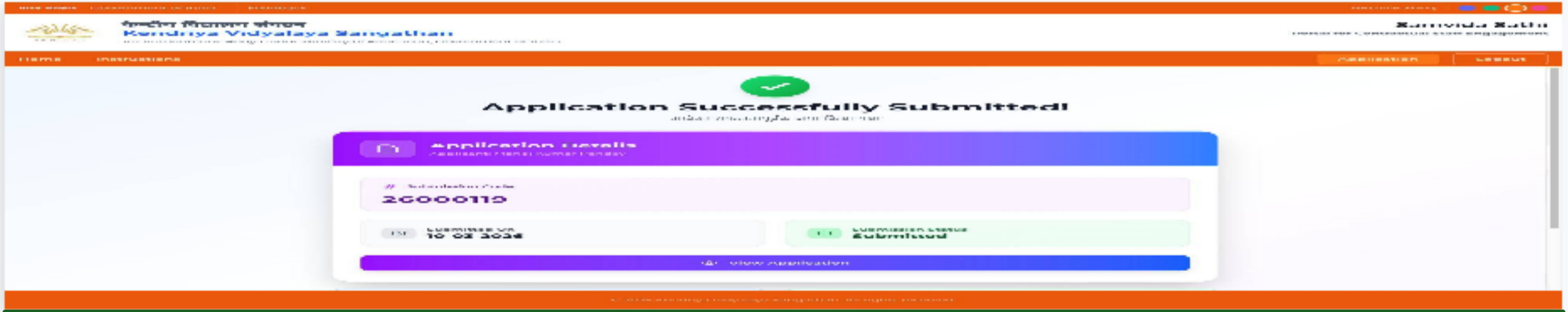
Step 6: 8/8 Docs Uploaded — Photo ✓ PAN ✓ Aadhaar ✓ Additional PDF ✓



Step 7 Preview: Exp., School Preference, Uploaded Documents section



Step 8: Bilingual ✓ | Computer ✓ | Undertaking Accepted ✓ | Submit



Application Successfully Submitted! | Applicant: Manoj Kumar Pandey | Code: 26000119 | Date: 10-03-2026 | Status: Submitted

Complete 8-Step Candidate Application — At a Glance



1 Basic Info

Name,PAN Aadhaar



2 School Pref.

State,School Post,Subject



3 Academic Qual.

X,XII,Grad PG+marks



4 Prof. Qual.

B.Ed D.El.Ed



5 Experience

Org,Role Dates



6 Upload Docs

Photo,PAN Aadhaar,PDF



7 Preview

Review all sections

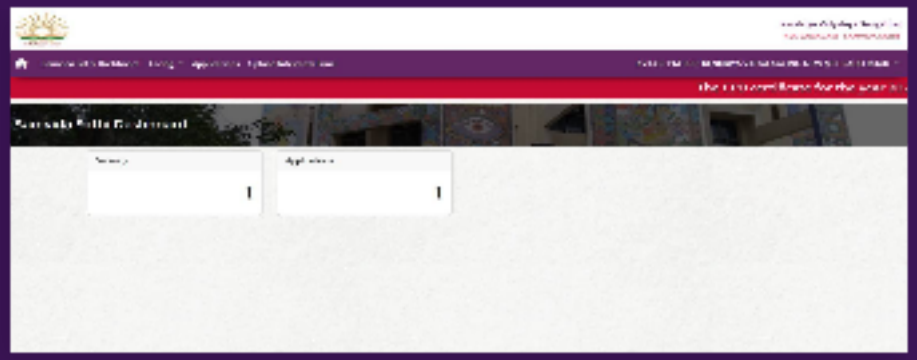


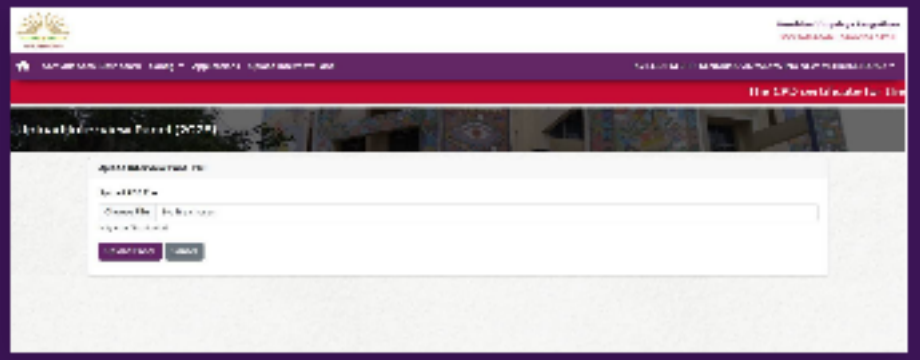
8 Declare & Submit

Undertaking + Get Submission Code

Outcome — Application Successfully Submitted

Submission Code	26000119 — Unique identifier for tracking
Applicant	Manoj Kumar Pandey | PGT Biology | PM SHRI KV ITARANA, Rajasthan
Date	10-03-2026 — Auto-timestamped on submission
Status	Submitted — Visible to School (KV.1430) for review via SAMAGAM





PART B

SAMAGAM — KV School Login Module

11-Step School-Side Process: From Invitation to Panel Upload

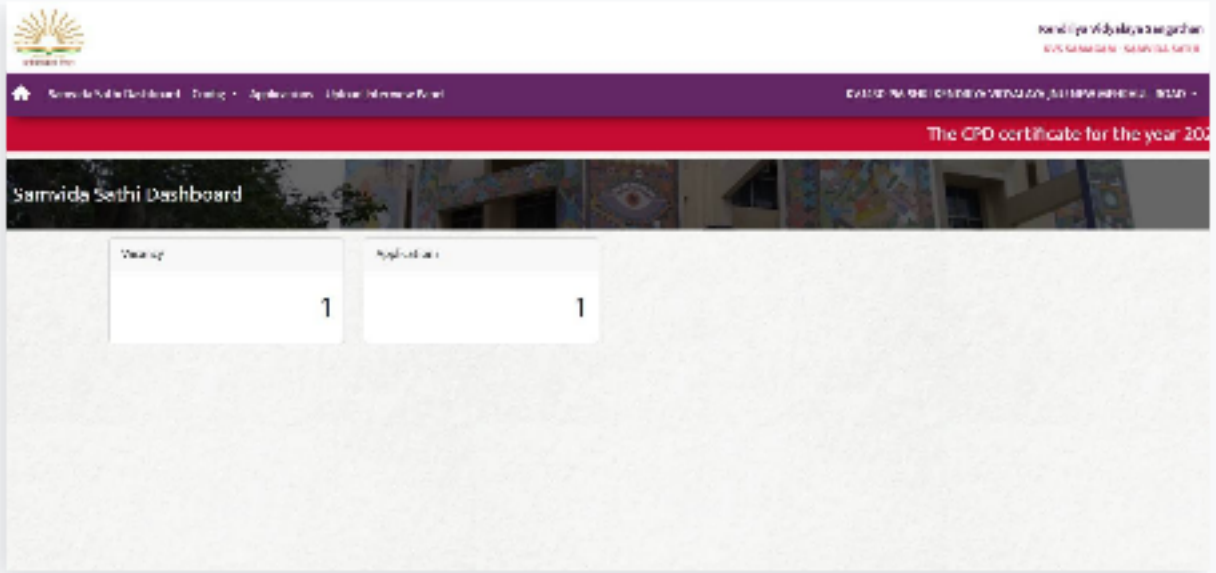
samagam.kvs.gov.in → Samvida Sathi Module

→ Slides 13–21 ←

School Dashboard — SAMAGAM Samvida Sathi Module

School Side

Step B-1: KV school logs into SAMAGAM and accesses Samvida Sathi Dashboard



Dashboard: Samvida Sathi Dashboard | Vacancy: 1 | Applications: 1 | KV.1430 Scrolling Notice Banner: CPD Certificate download information

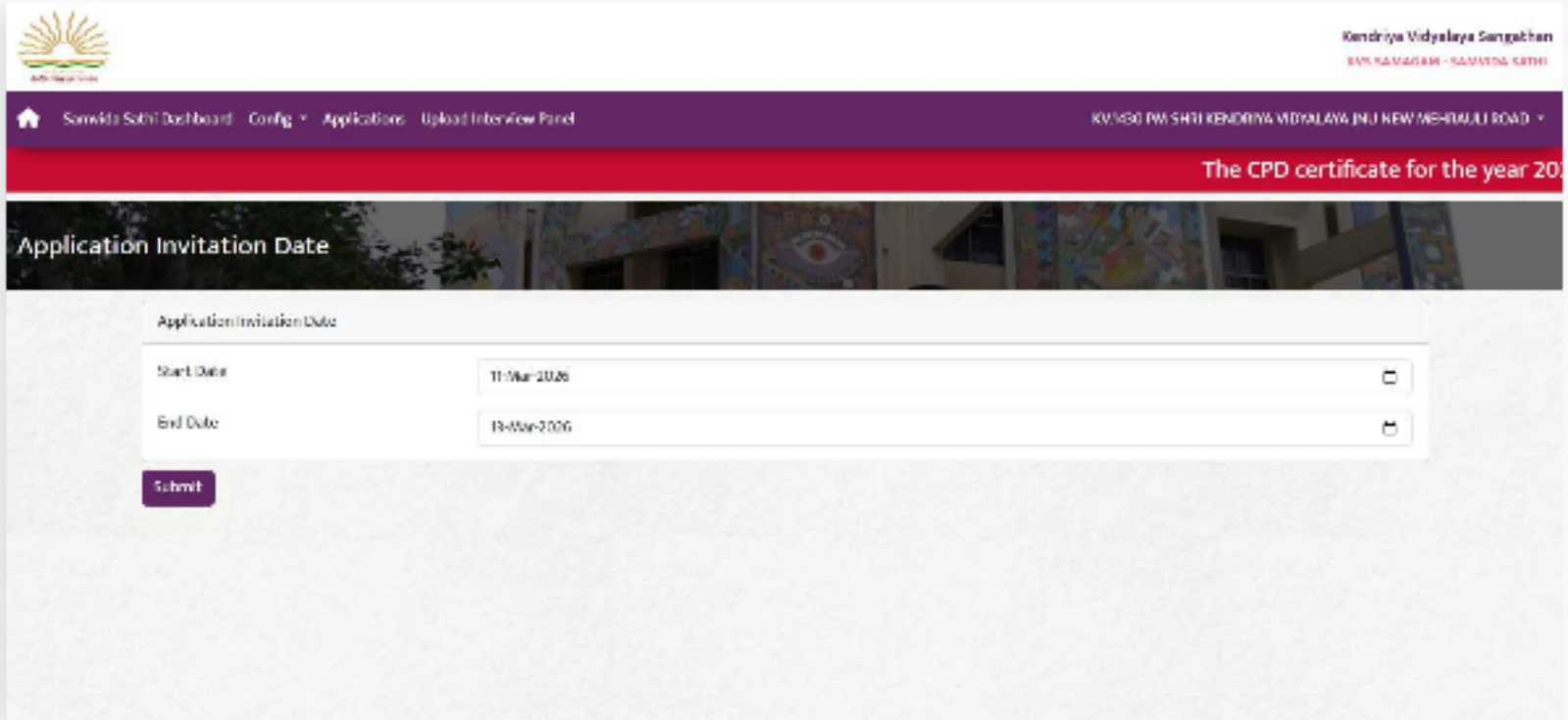
Dashboard Details

School	KV.1430 — PM SHRI KENDRIYA VIDYALAYA JNU NEW MEHRAULI ROAD, Delhi
Navigation	Samvida Sathi Dashboard | Config ▼ | Applications | Upload Interview Panel
Dashboard Cards	Vacancy: (posts enabled for interview) | Applications: (received from candidates)
System	KVS SAMAGAM — Samvida Sathi Module | Designed, Developed & Maintained by IT Cell, KVS HQ, New Delhi

Set Application Invitation Dates — Step B-2

Config → Dates

School configures the candidate application window via Config → Application Invitation Date



Application Invitation Date: Start Date 11-Mar-2026 | End Date 13-Mar-2026 | Submit

After Setting Dates

- Portal opens for candidates to submit applications within the window
- Dates auto-published to Samvida Sathi candidate portal instantly
- Candidates see live application window on their dashboard
- After End Date: portal closes — no new applications accepted
- School can update dates for each recruitment cycle

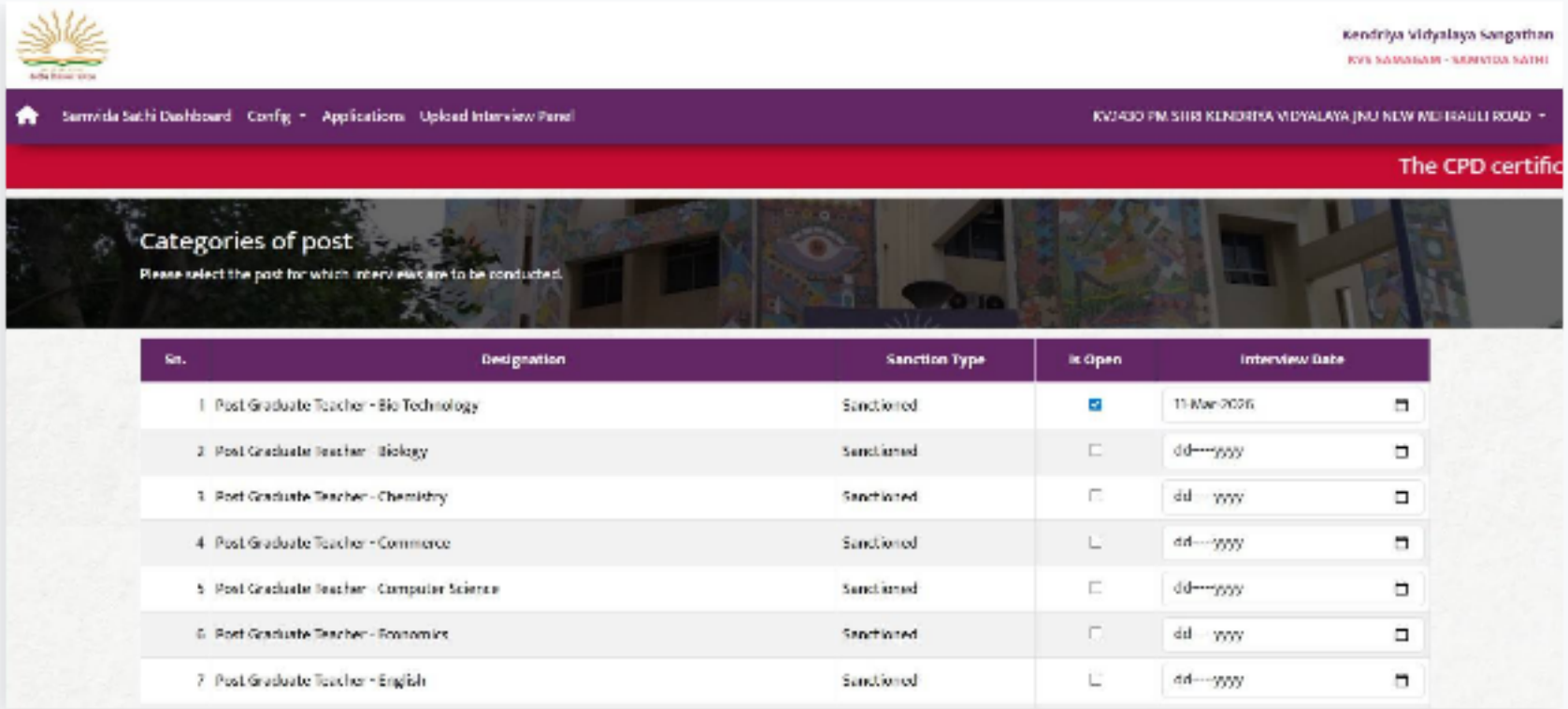
⚙️ Path: Config → Application Invitation Date → Set Start & End Dates → Submit

This step MUST be completed first. Without setting invitation dates, candidates cannot submit applications to this school.

Enable Posts & Set Interview Dates — Step B-3

Config → Posts

School selects which posts are open and assigns post-wise interview dates



Categories of Post: PGT Bio-Technology ✓ (Interview: 11-Mar-2026) | PGT Biology ☐ | Chemistry ☐ | Commerce ☐ ...

Post Activation Logic

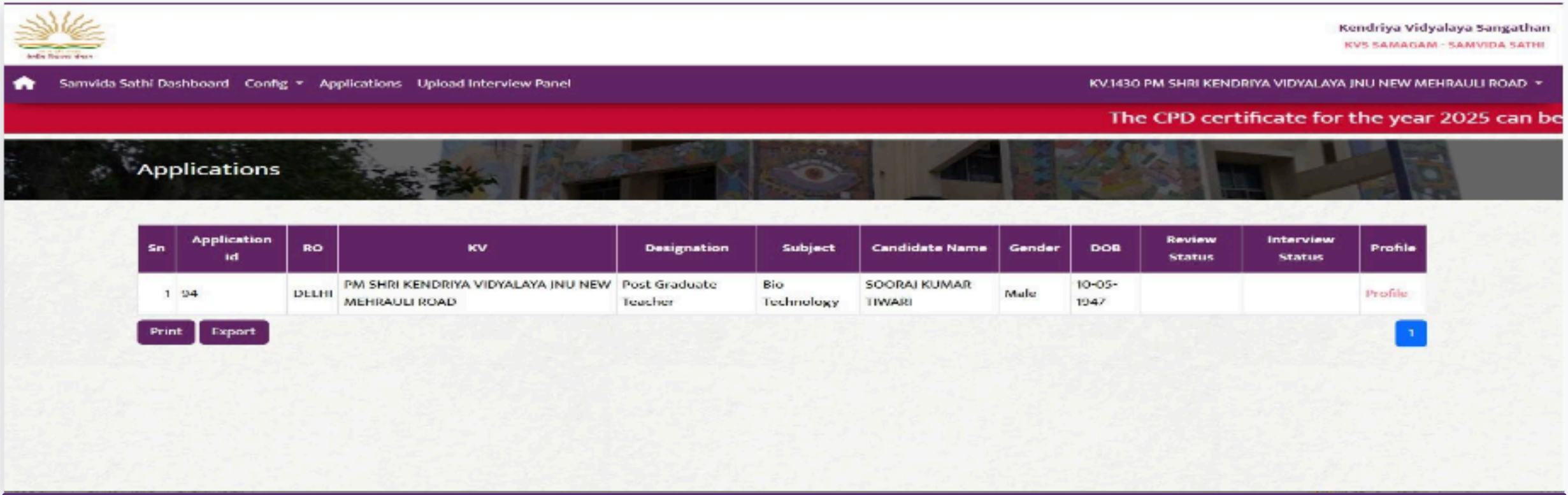
- Tick 'Is Open' checkbox to enable a post for applications
- Each enabled post requires its own Interview Date
- Unchecked posts are not shown to candidates
- Multiple posts can be enabled simultaneously
- Interview dates appear instantly on candidate dashboard
- Sanction Type shown: Sanctioned / Work-charged

🔄 Auto-Sync to Candidate Portal: Once the school enables a post and sets an interview date, this information is INSTANTLY published on the Samvida Sathi candidate portal. Candidates who have applied for that post will immediately see the interview date reflected on their personal dashboard — no phone calls, no letters, no manual communication required.

View Applications — Step B-4

Candidate applications auto-appear in school dashboard after submission

Applications Tab



Applications List: App ID 94 | RO: DELHI | PM SHRI KV JNU NEW MEHRAULI ROAD | Post Graduate Teacher | Bio Technology | Sooraj Kumar Tiwari | Male | DOB: 10-05-1947 | Profile

Auto-Population

No manual data entry at school end. Candidates' submitted forms appear automatically and instantly after submission.

List Columns

Application ID • RO • KV Name • Designation • Subject • Candidate Name • Gender • DOB • Review Status • Interview Status • Profile Link

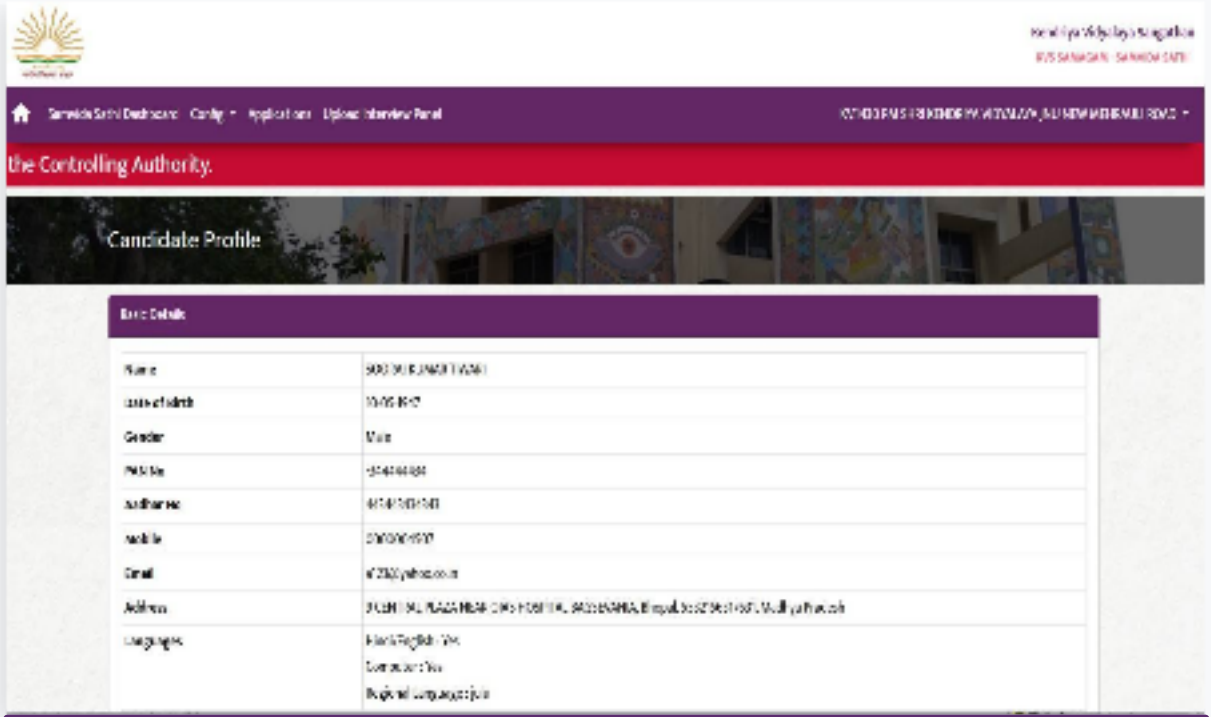
Actions

Click 'Profile' to view full candidate details. 'Print' to print list. 'Export' to download data. Pagination for multiple applicants.

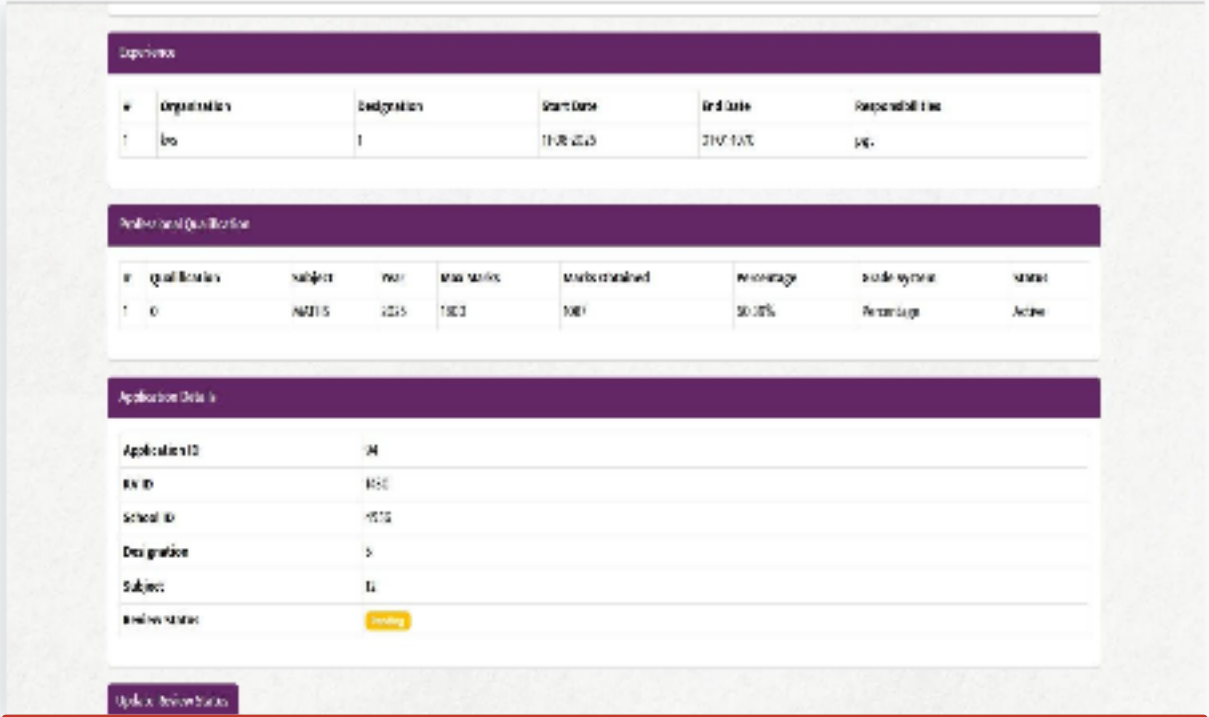
Candidate Profile Review — Step B-5

School reviews the complete candidate profile before updating qualification status

Profile View



Basic Details: Sooraj Kumar Tiwari | DOB:10-05-1947 | Male | PAN, Aadhaar, Mobile, Email, Address, Languages (Hindi/English: Yes, Computer: Yes, Regional: julu)



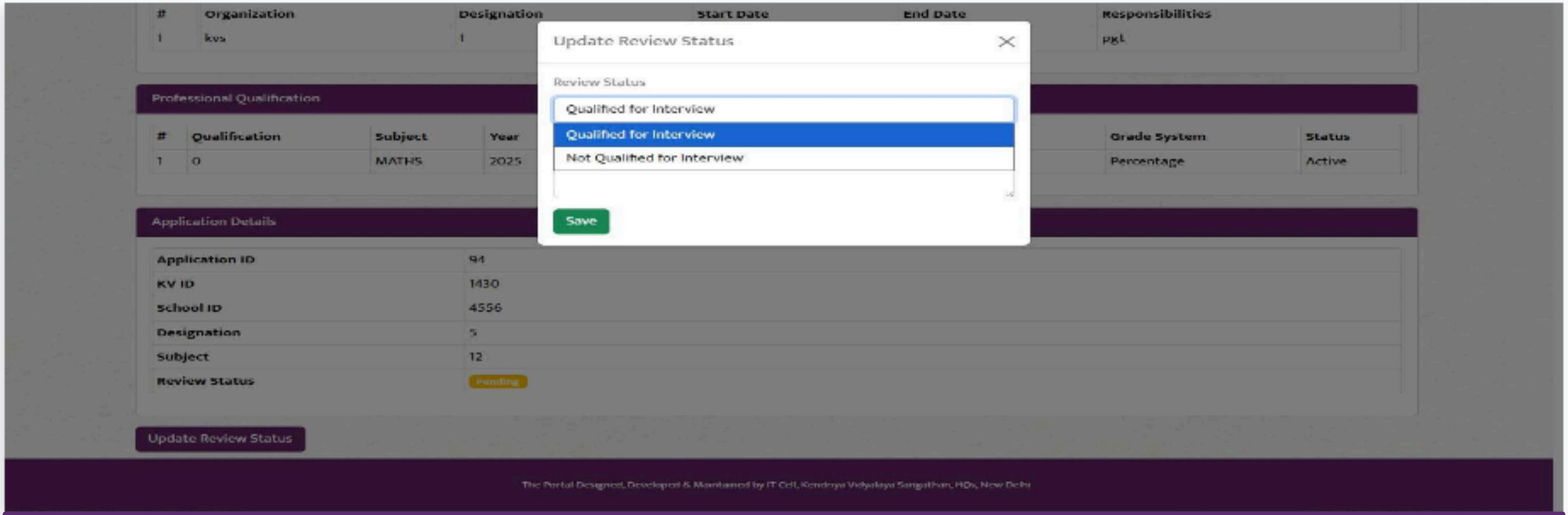
Experience + Professional Qual. + Application Details: App ID 94 | KV ID 1430 | School 4556 | Review Status: Pending

- Comprehensive profile visible: Basic Details, Academic Qualifications, Professional Qualifications, Experience, Application Details
- Language capabilities clearly shown: Hindi/English ✓ | Computer Knowledge ✓ | Regional Language as declared
- Application Details section: Application ID, KV ID, School ID, Designation, Subject, current Review Status (Pending)
- School makes informed decision on qualification based on complete profile review

Update Review Status — Step B-6

Qualification Decision

School marks candidate as Qualified or Not Qualified; status instantly reflects on candidate dashboard



Update Review Status Modal: Review Status dropdown — 'Qualified for Interview' (selected, highlighted) | 'Not Qualified for Interview' | Save Button

✓ Qualified for Interview

Candidate invited for interview. Interview date shown on their dashboard automatically.

✗ Not Qualified for Interview

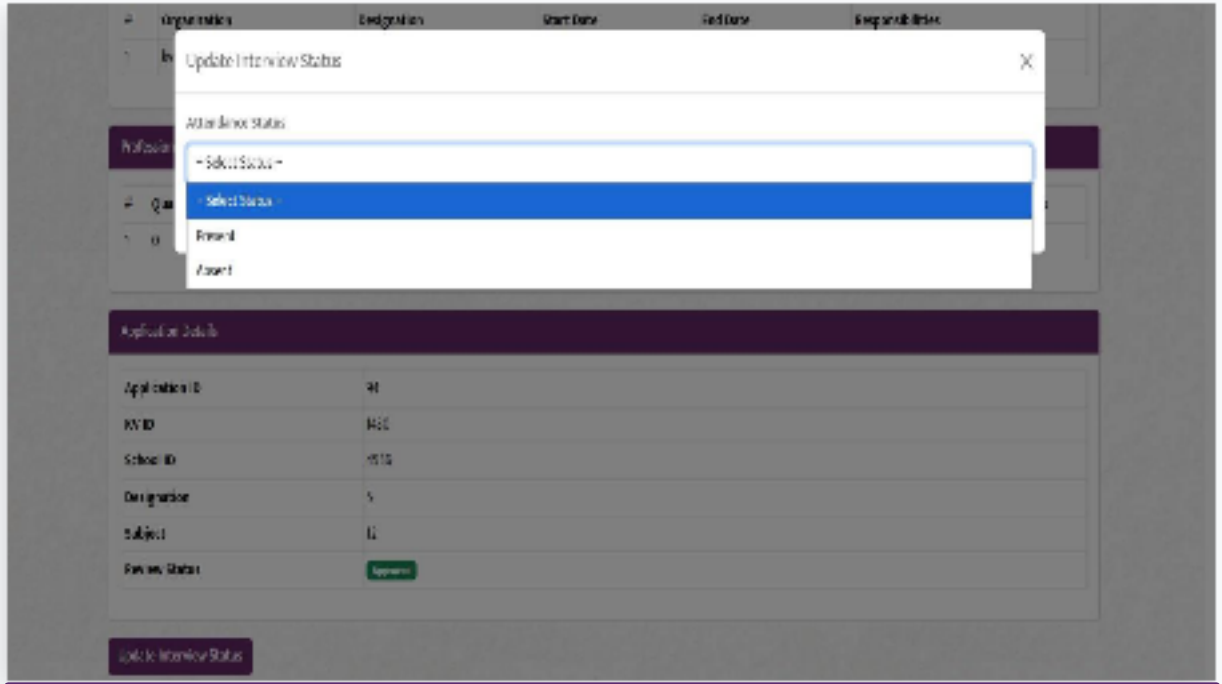
Candidate notified immediately on dashboard. Interview date not displayed.

⚡ **Instant Sync: Status update by school → immediately visible on Candidate Dashboard (no delay, no manual communication, no telephone calls needed)**

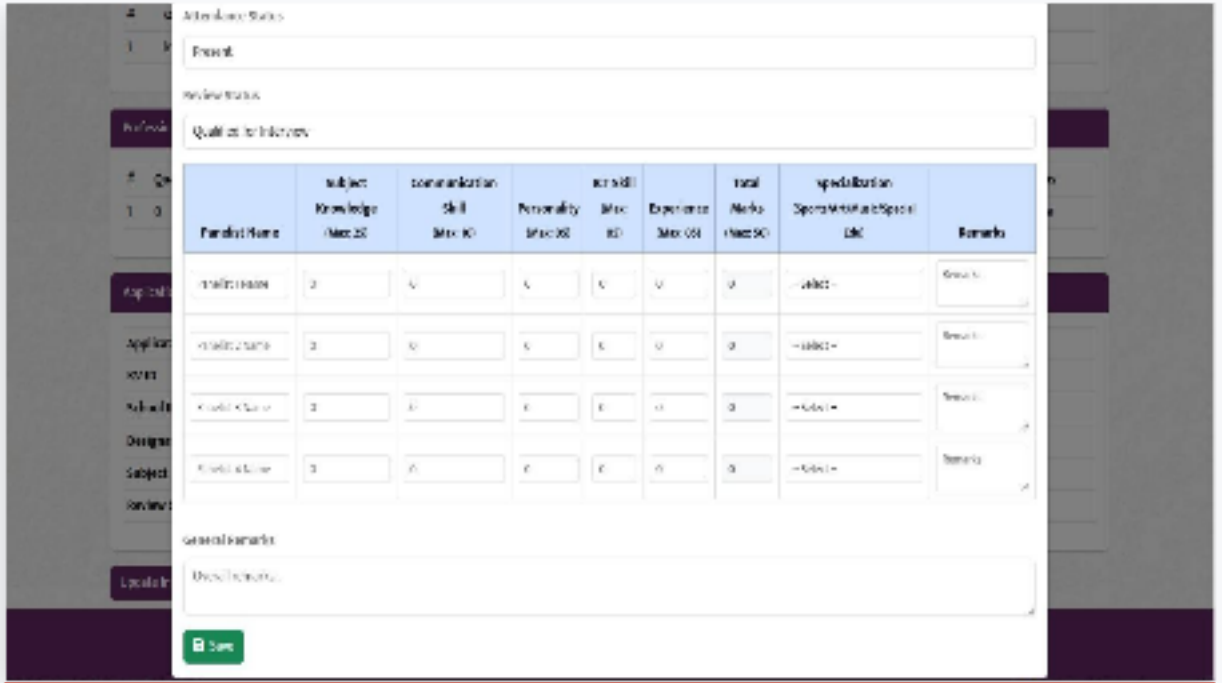
Interview Day: Attendance & Marks Entry — Steps B-7 & B-8

Interview Day

Mark Present/Absent; if Present, enter panelist marks across 5 parameters (50 marks total)



Update Interview Status: Attendance Status — Present / Absent | Review Status: Approved (Qualified for Interview)



Marks Entry Form: 4 Panelists | Subject Knowledge(25) | Communication(10) | Personality(5) | ICT Skill(5) | Experience(5) | Total(50) | Specialization | Remarks

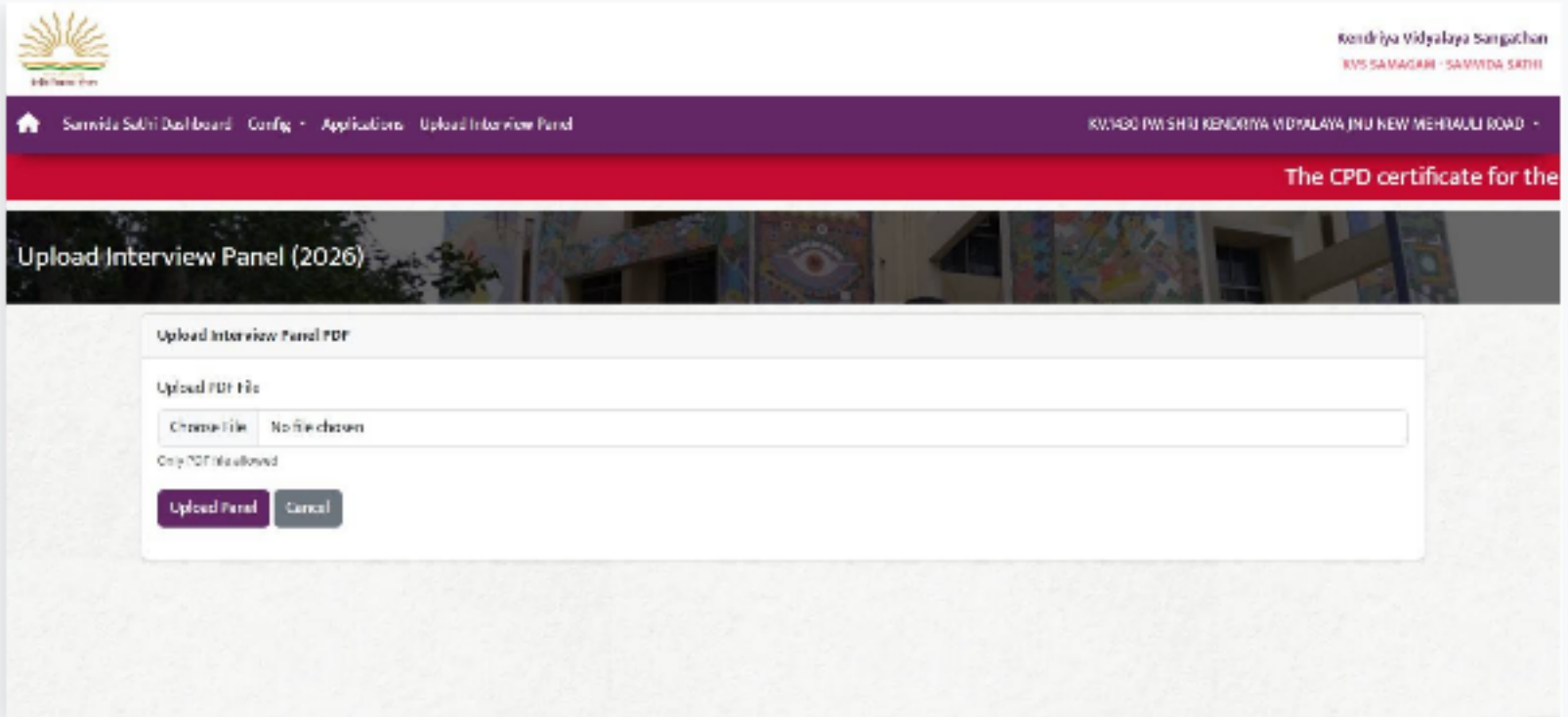
Interview Assessment Parameters — Total 50 Marks per Panelist (up to 4 Panelists per Candidate)

Subject Knowledge	Communication Skill	Personality	ICT Skill	Experience	Specialization
Max 25 marks	Max 10 marks	Max 05 marks	Max 05 marks	Max 05 marks	Sports/Art/Music/ Special Education
Core subject competency	Expression & clarity	Confidence & demeanor	Computer proficiency	Prior teaching exp.	Additional expertise

Download Panel, Physical Signing & Upload (Steps B-9 to B-11)

Final Steps

Consolidate marks, sign physically, upload signed panel for RO & HQ transparency



Upload Interview Panel (2026): Choose PDF File → Upload Panel | Only PDF files accepted

Steps B-9 to B-11

B-9 — Download Panel List

School downloads post-wise consolidated candidate list with all interview marks from the portal

B-10 — Physical Signing

All interview board members physically sign each post-wise panel document — mandatory for validity

B-11 — Upload Signed Panel

Scanned signed PDF uploaded to SAMAGAM — instantly visible at RO & HQ dashboards for oversight

🔍 Full Transparency — RO & HQ Dashboard

Once the school uploads the physically signed panel, it is instantly accessible in the Regional Office (RO) and Headquarters (HQ) dashboards. This eliminates paper-based delays, ensures audit trail integrity, and provides real-time oversight of the contractual selection process across all 25 Regional Offices under KVS.

Complete 11-Step School Process — At a Glance



B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	B11
Dashboard	**Inv. Dates**	**Enable Posts**	**View Apps**	**Review Profile**	**Update Status**	**Attendance**	**Enter Marks**	**Download Panel**	**Physical Signing**	**Upload Panel**
Vacancy & Apps count	App window Start–End	Post-wise Interview date	Auto-list from candidates	Full profile check	Qualified/ Not Qualified	Present/ Absent	4 panelists 50 marks	Post-wise consolidated	All board members sign	RO & HQ visibility

🔄 **Auto-Sync Points: B2 & B3 → Candidate Portal | B6 Status → Candidate Dashboard | B11 Signed Panel → RO & HQ Dashboard — All changes are INSTANT**

Complete Digital Trail

Every step logged: invitations, profiles reviewed, qualifications, attendance, marks, panel upload — full tamper-proof audit trail

Transparent to RO & HQ

All steps visible to Regional Office and Headquarters in real time for oversight, comparison, and accountability across schools

Zero Manual Communication

Candidates receive status, interview dates and results directly on their personal dashboard — no telephone, no letters, no delays

Impact, Benefits & Way Forward

For Candidates

- Apply digitally from anywhere in India
- Save & resume application at any time
- Up to 3 school preferences per application
- Instant status updates: Qualified or Not Qualified
- Interview date visible directly on personal dashboard
- Unique Submission Code as proof of application

For Schools (KV)

- Post-wise interview management on one platform
- Candidate profiles with all documents in one view
- Update review & interview status in real-time
- Digital marks entry for up to 4 panelists (50 marks)
- Download post-wise consolidated marks panel
- Upload signed panel — full digital record maintained

For RO & HQ (KVS)

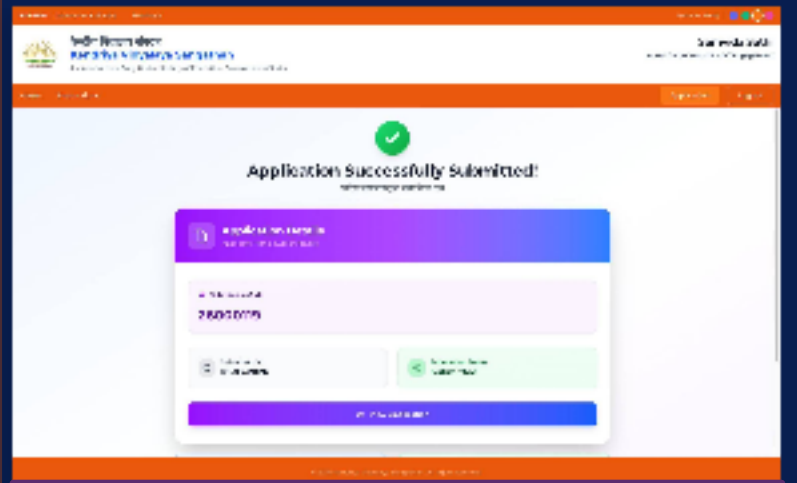
- Real-time visibility of all school-level recruitment
- Signed panels available immediately after upload
- All 25 Regional Offices connected on single platform
- Data-driven oversight and decision-making capability
- Full audit trail for transparency & accountability
- Aligned with Digital India & PM SHRI School initiatives

Thank You

KVS Samvida Sathi Portal

Empowering end-to-end contractual teacher and other staff engagement — from candidate application to school interview management, with full transparency at RO & HQ level across India.

Candidate Portal:	Samvida-sathi.kvs.gov.in
School Portal:	samagam.kvs.gov.in → Samvida Sathi Module
Developed by:	IT Services Cell, KVS HQ, New Delhi
Presented by:	**Assistant Commissioner(IT), Kendriya Vidyalaya Sangathan**



SAMAGAM — Upload Interview Panel

