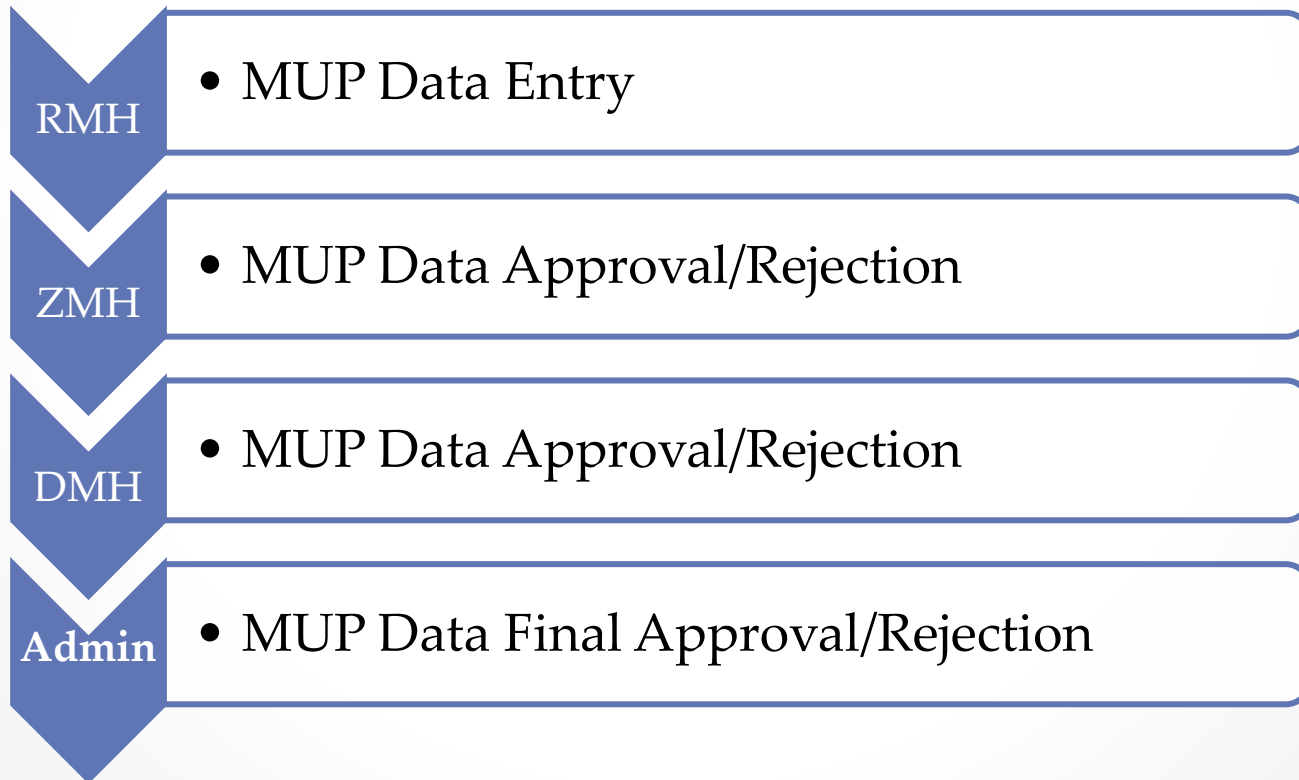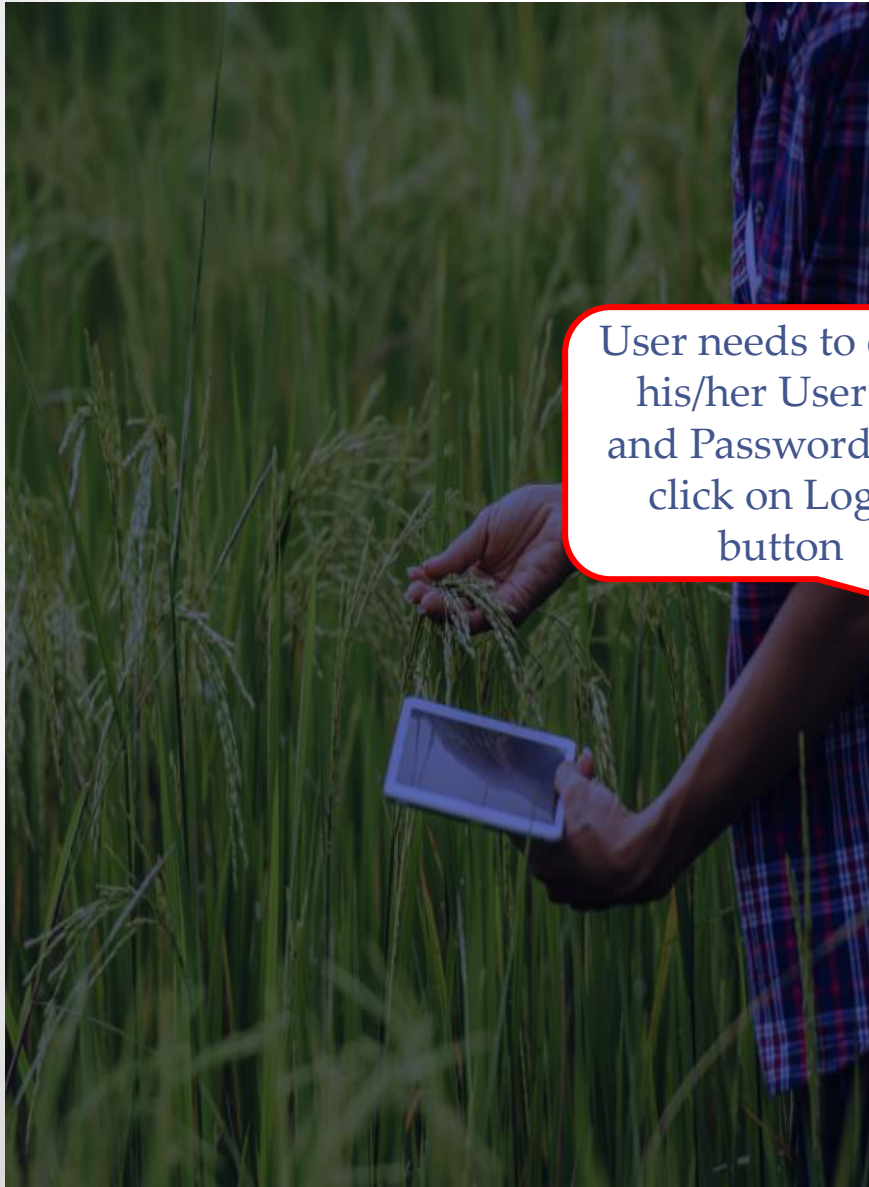# FMC

Market Unit Planning

User Manual

Introduction

- The purpose of the application is to provide a platform to marketing team to capture market unit planning data.

- Application process flow:

RMH	• MUP Data Entry
ZMH	• MUP Data Approval/Rejection
DMH	• MUP Data Approval/Rejection
Admin	• MUP Data Final Approval/Rejection

Login

Production URL: http://169.38.100.206:9253/

MUP Data Entry (RMH)

Market Unit Planning

Nikhil Tomar

MUP Data Capture ▼

MUP Data Entry

MUP List

MUP Data Entry   MUP List

Add Entry ○ Excel Upload ○ Online

User need to select the Entry Mode i.e. Excel Upload or Online Web entry and proceed further

Note: Multiple Territory Data entry is available through Excel Upload entry mode only.

Online Data Entry

Nikhil Tomar

- MUP Data Capture
  - **MUP Data Entry**
  - MUP List

MUP Data Entry | MUP List

Add Entry ○ Excel Upload ● Online

Filters available to choose Marketing Territory, Crops, Fungicides, Herbicides & Insecticides.

Marketing Territory
Rae Bareli - Uttar Pradesh ▾

Crop
Rice ▾

Fungicide
Cabanda+manozeb, Difenc... ▾

Herbicide
Pimix, Pyrazosulfuron, Whi... ▾

Insecticide
Carbofuron, Coragen, Lamd... ▾

Proceed

Total Market Size (In Crore)	+
FMC Market Size (In Crore)	+
Crop Enterprise	+
Crop Pesticides	+
Crop-Pest Trends	+
Village Enterprise	+
Distributor Enterprise	+
Retailer Enterprise	+
Competition Overview (In Lakhs)	+
Market Leader	+
Market Trend	+
Potentitial opportunity for business	+
Any Other Remarks for that territory	+

Data will be saved, and user will be redirected to MUP List screen to Submit the saved data.

Save | Cancel

Online Data Entry - Edit and Submit

MUP Data Editing

- By clicking on "Edit" icon displayed in previous slide present on MUP List screen, user will be redirected to this screen for editing the saved values.

Online Data Entry

- User will have to select the Marketing Territory, Crops, Fungicide, Herbicide & Insecticides for which he/she wants to enter data for.

- Clicking on Save button on MUP Data Entry screen, records will be saved as "**Saved by RMH**" status and user will be redirected to MUP List screen to submit his/her request for further review. On submitting the request the status will change to "**Submitted by RMH**".

- On MUP List screen user has the provision to edit only the "saved" data which has status as "**Saved by RMH**".

- User can submit multiple Marketing Territories data by selecting the Action checkboxes available on MUP List screen and then clicking on Submit button.

Excel Upload - Data Entry

Excel Data Entry - Edit and Submit

MUP Data Editing

- By clicking on "Edit" icon displayed in previous slide present on MUP List screen, user will be redirected to this screen for editing the saved values.

Market Unit Planning

Nikhil Tomar

MUP Data Capture ▼

MUP Data Entry

MUP List

MUP Data Entry   MUP List

Marketing Territory   **Crop**   **Fungicide**   **Herbicide**

Faizabad - Uttar Pradesh ▼   Bengal Gram ▼   13 All Selected ▼   21 All Selected ▼

Insecticide

18 All Selected ▼   Proceed

Total Market Size (In Crore)   +

FMC Market Size (In Crore)   +

Crop Enterprise   +

Crop Pesticides   +

Crop-Pest Trends   +

Village Enterprise   +

Distributor Enterprise   +

Retailer Enterprise   +

Competition Overview (In Lakhs)   +

Market Leader   +

Market Trend   +

Potentitial opportunity for business   +

Any Other Remarks for that territory   +

On clicking on Update button, the edited data will get updated and saved.

Update   Cancel

Excel Upload – Data Entry

- User will have to select the Marketing Territory, Crops, Fungicide, Herbicide & Insecticides for which he/she wants to generate excel template for and then click on "Generate Excel Template" button.

- Uploading the application generated excel template with filled data by clicking on Excel Upload icon on MUP Data Entry screen, records will be saved as "**Saved by RMH**" status and user will be redirected to MUP List screen to submit his/her request for further review. On submitting the request the status will change to "**Submitted by RMH**".

- On MUP List screen user has the provision to edit only the "saved" data which has status as "**Saved by RMH**".

- User can submit multiple Marketing Territories data by selecting the Action checkboxes available on MUP List screen and then clicking on Submit button.

Excel Upload – Data Entry

- User should only upload the application generated excel template file .
- User should not change the file name.
- User should not apply any formulas in the generated excel template.
- User should not edit any column name or the prefilled values available in the generated excel template.
- User should not delete any column from the generated excel template.
- User should enter only correct values as required according to the column names.

For Example:

*Numeric characters only to be entered Volume & Revenue columns.

*Only L/M/H or Low/Medium/High values to be entered according the required column name suggested values.

*Only Proper Crop names, Fungicide names, Herbicide names, Insecticide names, Disease names, Weed names & Insect names should be entered with alphabet values only.

*Only Proper Competitor names should be entered with alphabet values only

MUP Approval /Rejection (ZMH)

MUP Approval/ Rejection (ZMH)

- ZMH can Approve/Reject the request submitted RMH.

- On clicking on Approve button the request will be Approved for further review by superior hierarchy.

- On clicking on Reject button the request will be Rejected and RMH will have to submit the request again.

- ZMH can edit and take action on requests which are in "Submitted by RMH" status only.

MUP Approval/Rejection (DMH)

MUP Approval/ Rejection (DMH)

- DMH can Approve/Reject the request Approved by ZMH.

- On clicking on Approve button the request will be Approved for further review by superior hierarchy.

- On clicking on Reject button the request will be Rejected and RMH will have to submit the request again.

- DMH can edit and take action on requests which are in "Approved by ZMH" status only.

MUP Approval/Rejection (Admin)

Market Unit Planning

Shikha Dokania

MUP Data Capture ▼

MUP List

MUP List

Download excel button to download the submitted/approved data

SBU	Division	Zone	State
Select SBU ▼	Select DMH ▼	Select Zone ▼	Select State ▼

Region	Marketing Territory	
Select Region ▼	Select MarketingTerritory ▼	Search

User can edit the saved data by clicking on this icon

Action	State	Territory Name	User ID	User Name	Date	Status	Edit
☐	Uttar Pradesh	Mau	FMC-0016	NIKHIL TOMAR	21 May 2020 20:58:55 PM	Approved by Admin	✏
☐	Uttar Pradesh	Tiloi	FMC-0016	NIKHIL TOMAR	21 May 2020 19:04:27 PM	Approved by Admin	✏

Showing 1-2 of 2

Approve   Reject

On click, request data will be Approved for further review.

On click, request data will be Rejected and RMH will have to submit again.

MUP Approval/ Rejection (Admin)

- Admin can Approve/Reject the request Approved by DMH.

- On clicking on Approve button the request will be Approved.

- On clicking on Reject button the request will be Rejected and RMH will have to submit the request again.

- Admin can edit and take action on requests which are in "Approved by DMH" status only.

MUP List - View Only for SBUMH

MUP List - View Only for SBUMH

- SBUMH user role has view only access to Market Unit Planning data.

- SBUMH is not a part of process flow and cannot take any action of any of the requests.

- SBUMH user role can only view data as per his/her assigned geography

- Only requests which will be in "Approved by DMH" & "Approved by Admin" status will be visible to SBUMH as per his/her assigned geography.