

# User Manual

For

## **Wildlife Crime Database Management Panel on the website of**

## **Wildlife Crime Control Bureau**

Ministry of Environment and Forests

Government of India

5

<b>1 TABLE OF CONTENTS</b>	
<b>1</b>	<b>Introduction ..... 3</b>
<b>2</b>	<b>Purpose of Document ..... 4</b>
<b>3</b>	<b>Login Procedure..... 5</b>
<b>3.1</b>	<b>Forgot Password..... 7</b>
<b>4</b>	<b>Detail Working of Admin Panel of WCCB..... 8</b>
<b>4.1</b>	<b>Manage Profile ..... 9</b>
4.1.1	Edit Profile ..... 9
4.1.2	Change password..... 10
<b>4.2</b>	<b>Base Line Data ..... 11</b>
4.2.1	Base Line Data ..... 11
4.2.2	Add Base Line Data ..... 93
<b>4.3</b>	<b>Add Offender Profile ..... 14</b>
4.3.1	Add Offender Profile..... 14
4.3.2	View Profile..... 16
4.3.3	View Profile..... 17
<b>4.4</b>	<b>Add History..... 18</b>
4.4.1	Add History ..... 18
<b>4.5</b>	<b>Disposal of Cases ..... 20</b>
4.5.1	Disposal of Cases..... 20
<b>4.6</b>	<b>Reports ..... Error! Bookmark not defined.</b>
4.6.1	Crime Report..... 22

---

**Wildlife Crime Control Bureau**

Trikoot-1, Bhikaji Cama Place New Delhi-110066  
Email: india@wccb.gov.in, Website: <http://www.wccb.gov.in>

## 1 INTRODUCTION

This document is the User Manual for WCCB DATA MANAGEMENT SYSTEM on the website of "Wildlife Crime Control Bureau". ([www.wccb.gov.in](http://www.wccb.gov.in))

The system is an interactive database driven Web site that will manage its users with an admin Panel. The proposed system is fully automated, which will primarily include secured role based access, Content management, User management etc. This is designed to invite wildlife crime data from the forest and Wildlife authorities detecting cases in their respective jurisdiction.

The web portal has the following functionalities:

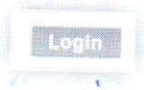
- Manage Profile
- Base Line Data
- Offender Profile
- History Sheet
- Disposal Of Cases
- Report

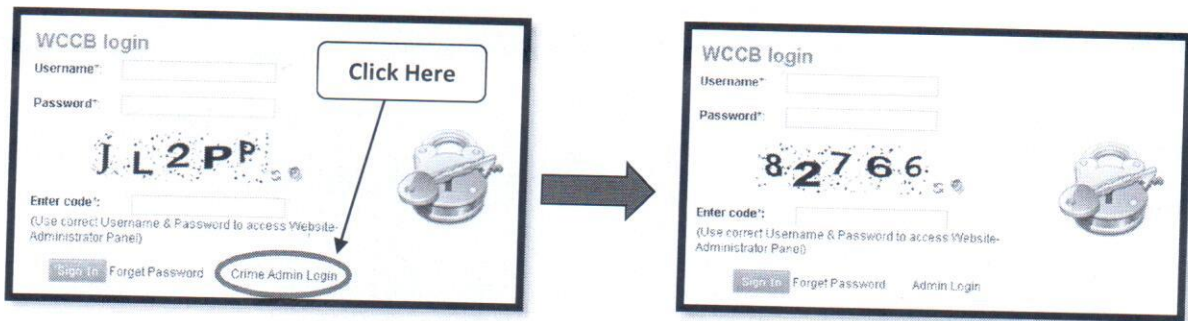
## 2 PURPOSE OF DOCUMENT

The purpose of this document is to help understanding the procedure in operating the WCCB DATA MANAGEMENT SYSTEM of the website for incorporating data/ visualizing data related to wildlife crime incorporated by the forest and Wildlife authorities. This document would be a handy tool to understand the functionality as and when required by the user at their end.

7

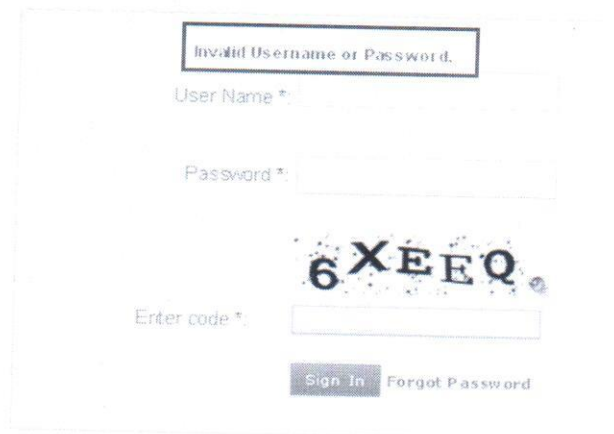
### 3 LOGIN PROCEDURE

- 1) Open any internet browser
- 2) Type URL: <http://wccb.gov.in>
- 3) Then on the top right corner of the web page login icon can be seen as  (Click on to the login icon which will lead to the login panel of the webpage.)
- 4) WCCB login Panel is displayed as shown below (click on to the crime admin login)



\*If page is not displayed then type URL: <http://wccb.gov.in/AUTH/AdminPanel/CrimeLogin.aspx>

- 5) In this window:
  - 5.1. Enter Username.
  - 5.2. Enter the Password.
  - 5.3. Enter the displayed code/ Captcha code.
  - 5.4. Then click on Sign In button.
- 6) On Logging in, the information submitted here will be matched with the data stored in the database.
  - 6.1. If Username and Password didn't match, then a message will be displayed as shown below.



### Wildlife Crime Control Bureau

Trikoot-1, Bhikaji Cama Place New Delhi-110066  
Email: [india@wccb.gov.in](mailto:india@wccb.gov.in), Website: <http://www.wccb.gov.in>

6.2. If Username and Password gets matched, but Captcha Code didn't match then the message will be displayed as "Code is not matched. Please try again."

### WCCB login

Code is not matched. Please try again.

Username\*

Password\*



Enter code':

(Use correct Username & Password to access Website-Administrator Panel)

[Sign In](#) [Forget Password](#) [Crime Admin Login](#)

6.3. If All the fields such as Username, Password and Captcha gets matched , then user will be directed to a window as shown below:-

Welcome GAT State: Goa Division: North Goa Division

### WCCB DATA MANAGEMENT SYSTEM

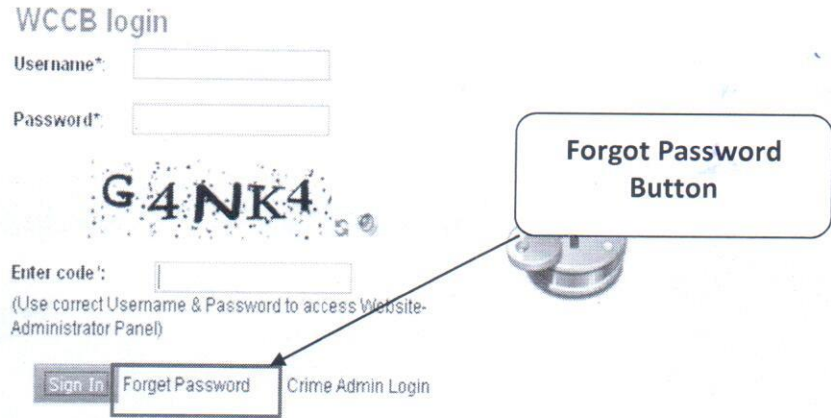
**WILDLIFE CRIME CONTROL BUREAU**  
MINISTRY OF ENVIRONMENT AND FORESTS, GOVT. OF INDIA

Manage Profile Base Line Data Offender Profile History Sheet Disposal Of Cases Reports

Manage Profile Base Line Data Offender Profile History Sheet Disposal Of Cases

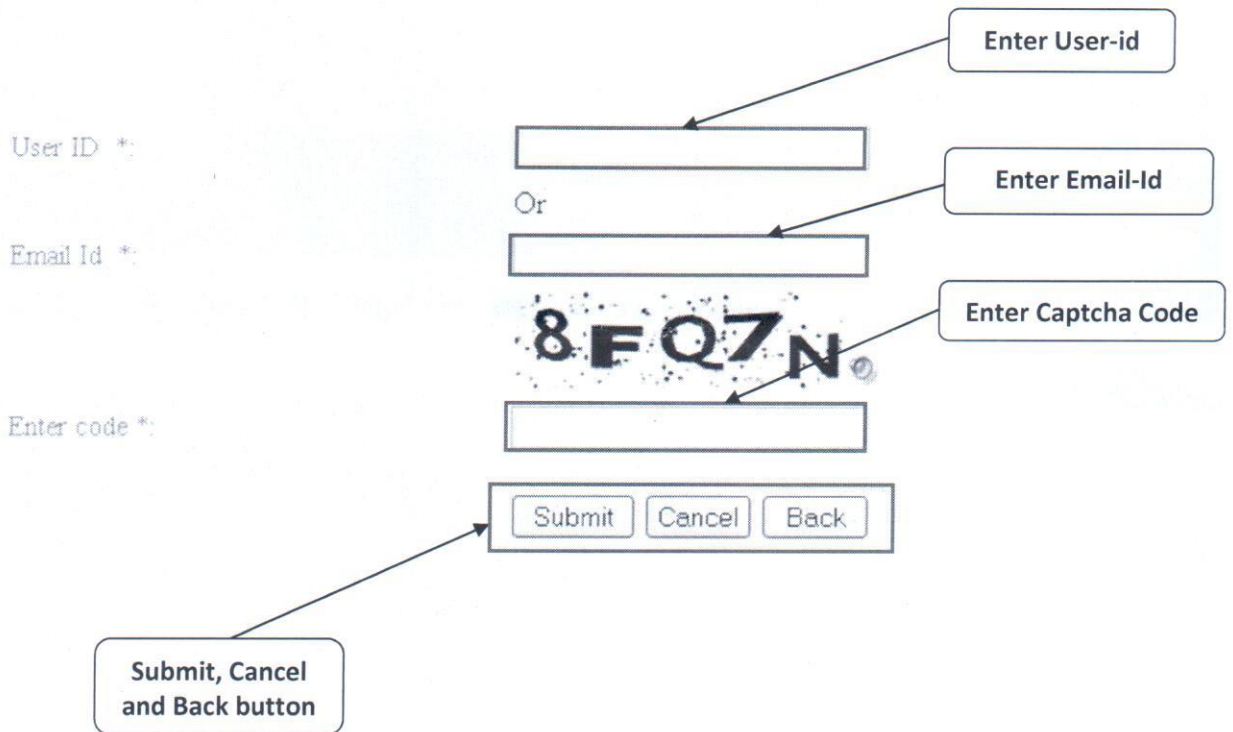
### 3.1 FORGOT PASSWORD

If user has forgot his login password then user can generate new password by clicking on to "Forgot Password" button as shown in screen below.

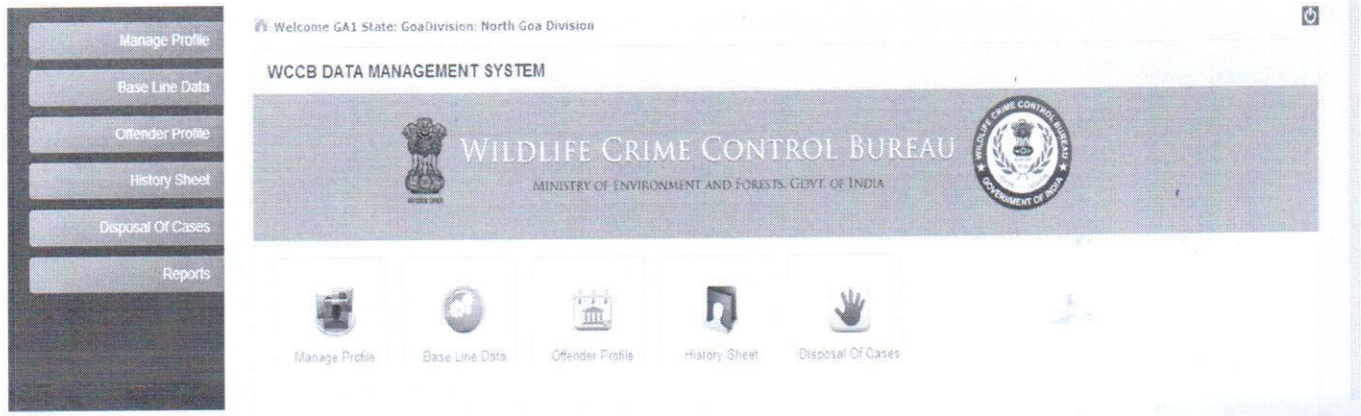


After clicking on "Forgot Password" button user will be able see Forgot Password option which requires User-Id and Email-Id for new password. When user enters required details and clicks on "Submit" button, a link is sent to the email-id, user have to click on the link and follow the link for new password.

### Forgot Password



#### 4 DETAIL WORKING OF WCCB DATA MANAGEMENT SYSTEM PANEL



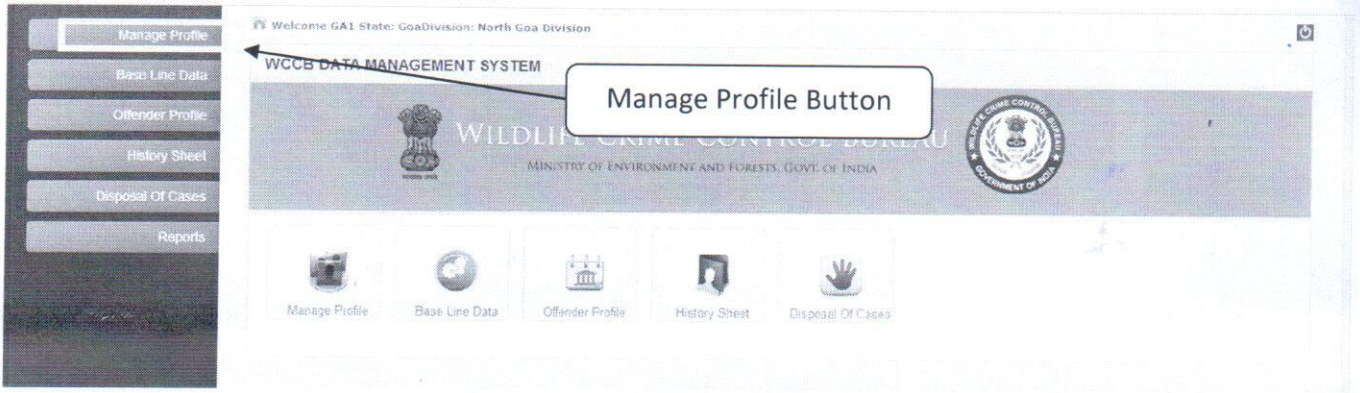
User can see Modules listed below after Logging in:

- Manage Profile
- Base Line Data
- Offender Profile
- History Sheet
- Disposal Of Cases
- Report

11

#### 4.1 MANAGE PROFILE

1. User can manage his profile by Clicking on “Manage Profile” Link: Below screen will appear:



2. In Manage Profile user can do following things:-

- Edit Profile
- Change Password



### 4.1.1 EDIT PROFILE

User can manage his profile by Clicking on “Edit Profile” Link: a screen of edit profile will appear:

#### Edit profile panel:

#### Steps to follow:

1. On a click of edit profile button, user can update their respective details & then click on “Submit” button, which will update the admin information.
  - User can change First Name
  - User can change Last Name
  - User can change E-mail
  - User can change Alternate E-mail
  - User can change Contact No.
  - User can change Address
2. To reset form, click on Reset Button.

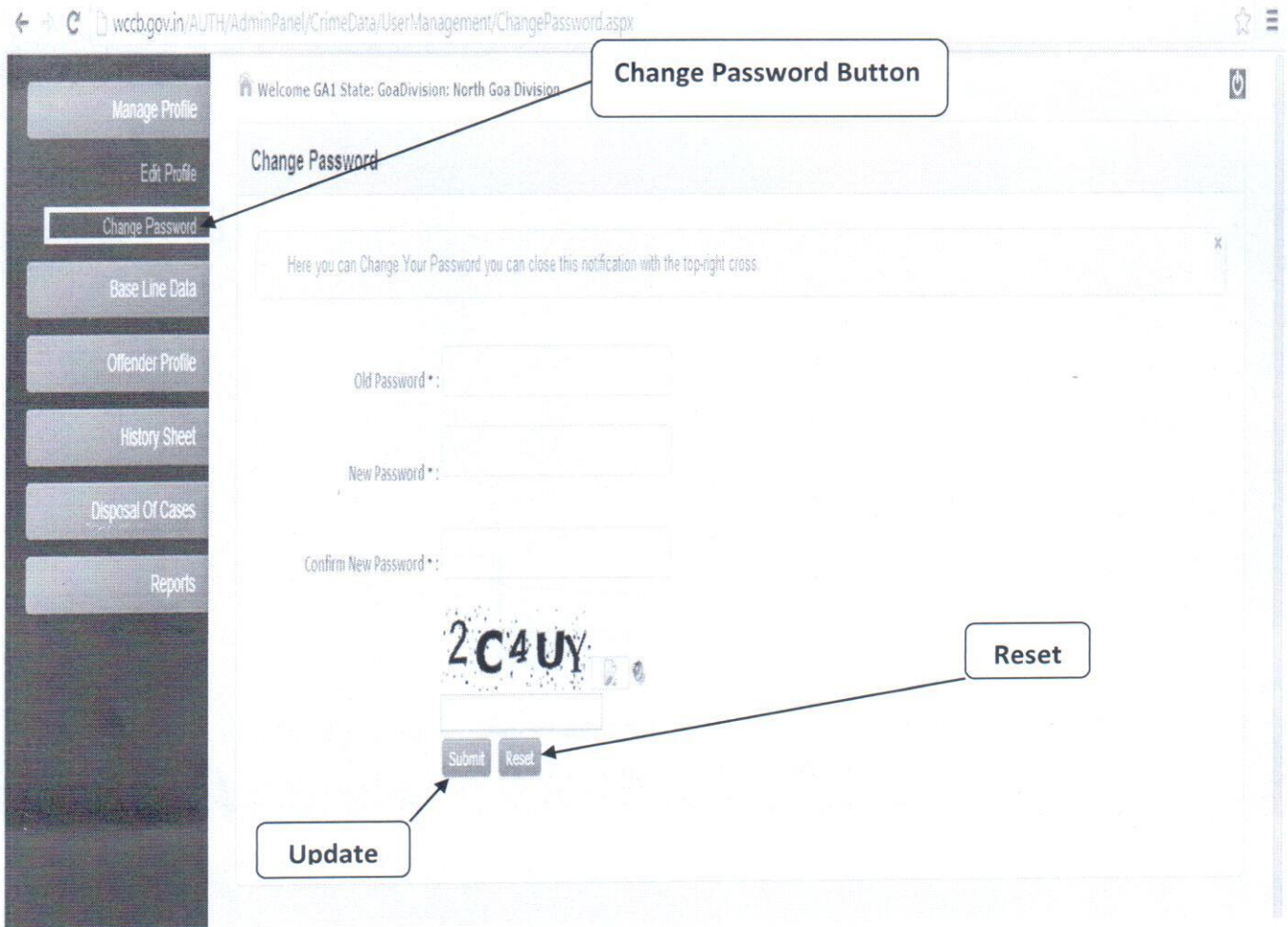
13

#### 4.1.2 CHANGE PASSWORD

User has the option to change the password.

**Steps to follow:**

1. Click on change password as shown below.
2. Enter the required fields such as old password, new password, and Confirm new password and Captcha code.
3. On a click of update Button, password will get updated.
4. To reset form, click on reset Button.



## 4.2 BASE LINE DATA

### 4.2.1 BASE LINE DATA

This section will allow user to search and add data on to the Base Line Data section.

To search data in the database the following information are to be filled in the box as indicated below (which is optional but any one of the field is mandatory for search to function):

1. From date
2. To date
3. Police station/Forest Range
4. Case ID

Click search button to search

**Advance Search Option**

Click search button to search

Welcome GA1 State: GoaDivision: North Goa Division

**BASE LINE WILDLIFE CRIME DATA**

Search

From Date:  To Date:

Police Station/Forest Range:  Case ID:

Case ID	Date Of Detection	Place Of Detection	Sections Of Law	Common Name	Case Status
WCCB02924	27/02/2014	Govind Nagar, Nicobar Division, Nicobar, Andaman and Nicobar Islands	WPA, 1972	Salt Water Crocodile	NA
WCCB02923	07/04/2013	Garacharm, South Andaman, North and Middle Andaman, Andaman and Nicobar Islands	W(P) A, 1972	Elephant Tusk	NA
WCCB02922	27/02/2013	Kadamtala, Middle Andaman, North and Middle Andaman, Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA
WCCB02921	28/01/2013	Bakultala, Middle Andaman, North and Middle Andaman, Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA
WCCB02920	01/05/2013	Kadamtala, Middle Andaman, North and Middle Andaman, Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA

**Base Line Date Button**

**Add Offender Profile Button**

**Add Base Line Date Button**

15

#### 4.2.2 ADD BASE LINE DATA

To add base line data click on “Add Base Line Data” button: screen will appear as shown below:

Submit Button

User has to fill in the details as required in the field shown above. After filling up data click submit. [Field marked with \* are mandatory]

Success: you're case ID is ####

After entering all details user should click on “Submit” button. User will get a success message indicating case ID which is an automated machine generated unique ID for the case.

### 4.3 ADD OFFENDER PROFILE

#### 4.3.1 ADD OFFENDER PROFILE

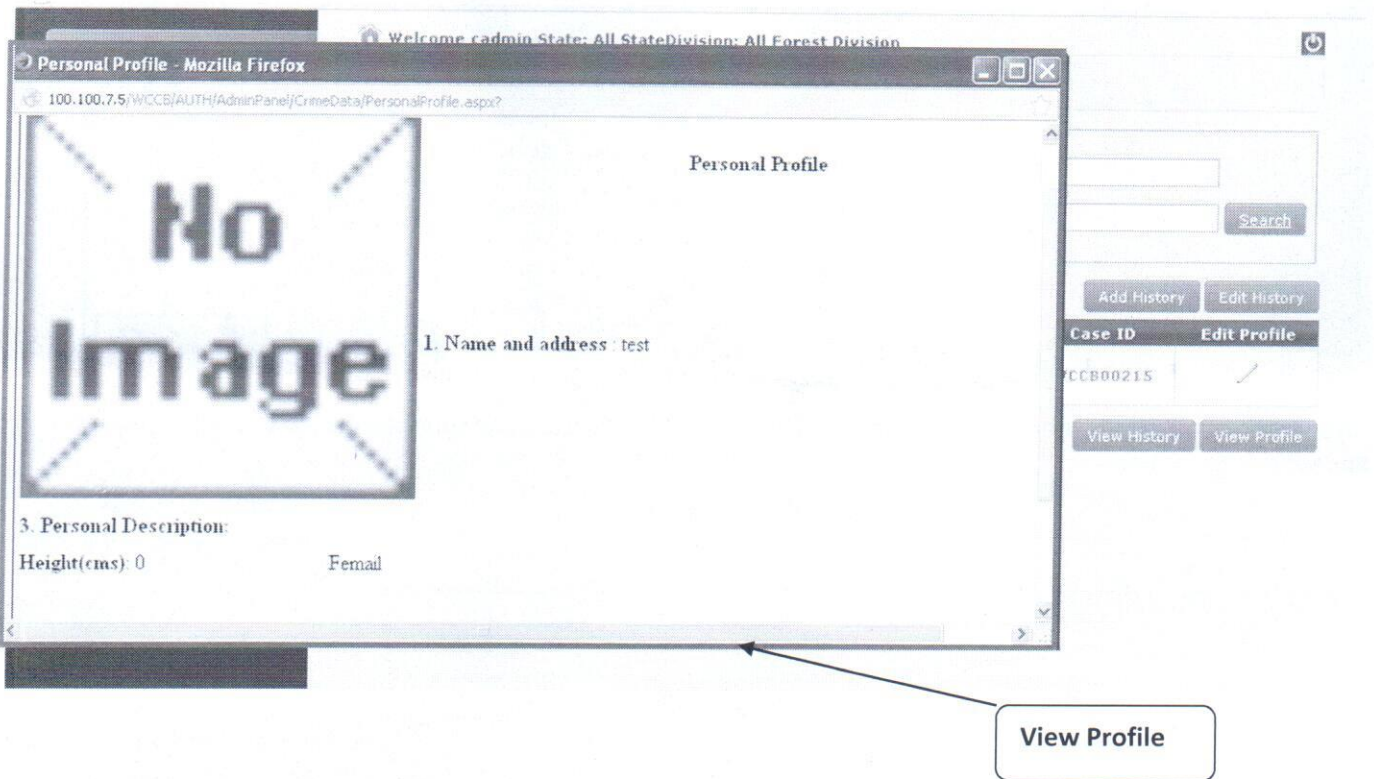
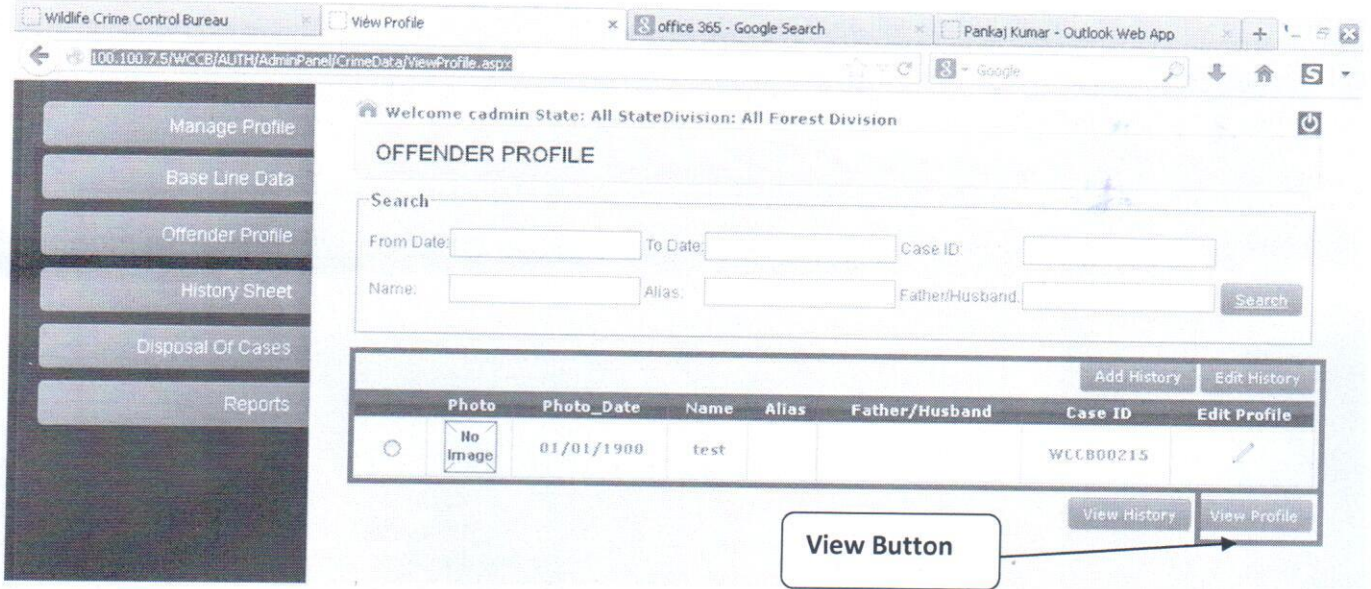
To add Offender profile related to a particular case ID, select case ID and click on “Add Offender Profile” button: the screen as shown below will appear.

After entering all details user should click on “Submit” button. On successful submission a confirmation page will appear as shown below:

**Note:** you can add more offender profile details by following the similar procedure again.

### 4.3.2 VIEW PROFILE

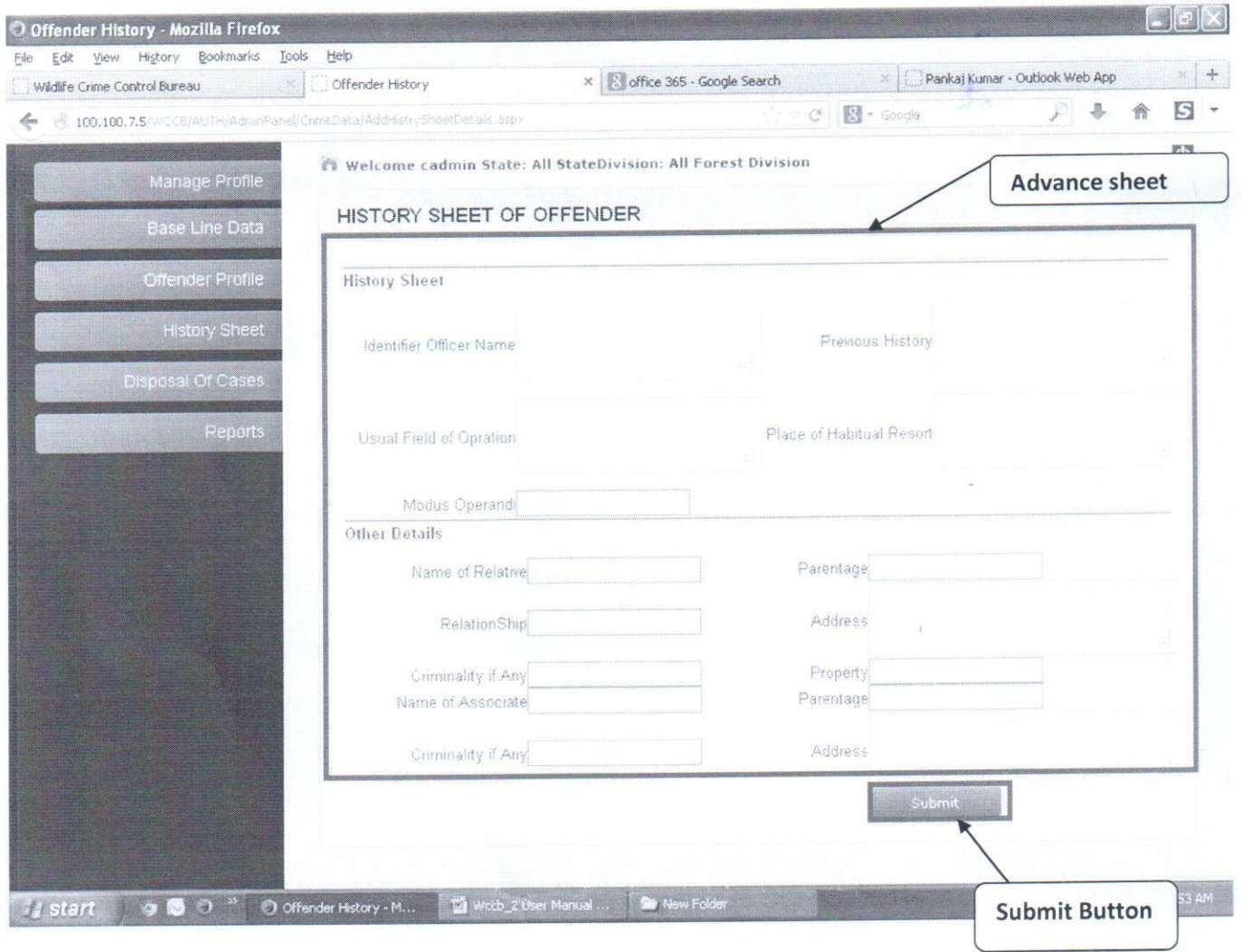
To View Offender profile related to a particular case ID, select case ID and click on "View Profile" button: screen as shown below will appear.



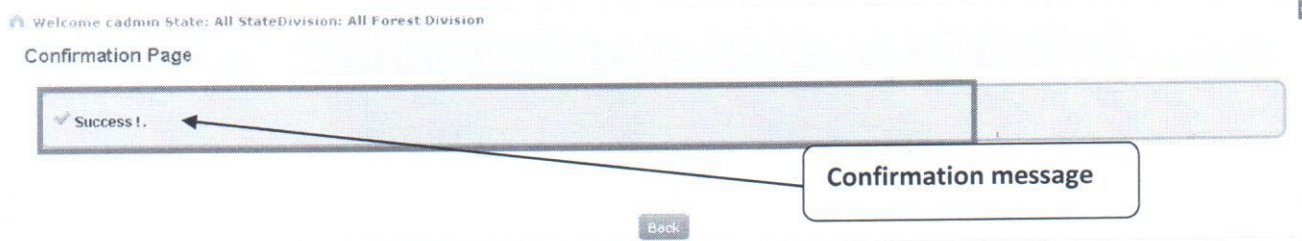
#### 4.4 ADD HISTORY

##### 4.4.1 ADD HISTORY

To add history related to a particular profile, click on “Add history” button: screen as shown below will appear.



After clicking on “Submit” button user will get a confirmation message indicating success as shown below



## 4.5 DISPOSAL OF CASES

### 4.5.1 DISPOSAL OF CASES

This section will allow user to indicate Disposal of a case by adding required details,

#### Step-1

wccb.gov.in/AUTH/AdminPanel/CrimeData/MasterDataPage.aspx

Welcome GAI State: GoaDivision: North Goa Division

### BASE LINE WILDLIFE CRIME DATA

Search

From Date:  To Date:

Police Station/Forest Range:  Case ID:

Case ID	Date Of Detection	Place Of Detection	Sections Of Law	Common Name	Case Status
WCCB00625	20/03/2014	,North Goa,Goa	1		NA
WCCB02924	27/02/2014	Govind Nagar, Nicobar Division,Nicobar,Andaman and Nicobar Islands	WPA, 1972	Salt Water Crocodile	NA
WCCB02923	02/04/2013	Garacharm, South Andaman,North and Middle Andaman,Andaman and Nicobar Islands	W(P) A,1972	Elephant Tusk	NA
WCCB02922	27/02/2013	Kadamtala, Middle Andaman,North and Middle Andaman,Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA
WCCB02921	24/01/2013	Bakultala, Middle Andaman,North and Middle Andaman,Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA

1 2 ... Last

Complain Date	Trial Court	Attachment	Case Status	Edit
27/02/2013	NA	↓	Select	<input type="button" value="Edit"/>

**Disposal of Cases Button**

**Edit Button**



Step-2

**BASE LINE WILDLIFE CRIME DATA**

Search: From Date: To Date: Police Station/Forest Range: Case ID: Search

Case ID	Date Of Detection	Place Of Detection	Sections Of Law	Common Name	Case Status
WCCB00625	28/03/2014	North Goa Goa	1	Salt Water Crocodile	NA
WCCB02924	27/02/2014	Govind Nagar, Nicobar Division, Nicobar, Andaman and Nicobar Islands	WPA, 1972	Elephant Tusk	NA
WCCB02923	02/04/2013	Garacharn, South Andaman, North and Middle Andaman, Andaman and Nicobar Islands	W(P) A, 1972	Spotted Deer	NA
WCCB02922	27/02/2013	Eadamitala, Middle Andaman, North and Middle Andaman, Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA
WCCB02921	24/01/2013	Bakultala, Middle Andaman, North and Middle Andaman, Andaman and Nicobar Islands	50 of WPA, 1972	Spotted Deer	NA

Export All Entry to Excel Disposal of Case View Profile

Complain Date	Trial Court	Attachment	Case Status	Edit
27/02/2013	NA		Select	

**DISPOSAL OF CASE**

Date of Filing Complaints: 27/02/2013  
 Name of Court: NA  
 Tools/Instruments:  
 No. of Accused: [Number Only]  
 Final Disposal of Case: Select  
 If convicted punishment:  
 Any other information upload pdf/doc: Choose File | No file chosen

Section of Law:  
 Details of Seizure/Recovery:  
 Cause of Death:  
 Name of Accused:  
 If compounded amount: [In Rupees]  
 appeal filed if any:  
 Update

After clicking on "Update" button user will get a successfully message

After clicking on "Update" button user will get a successfully message

Welcome admin State: All State Division: All Forest Division

Confirmation Page

Success!

Back

Confirmation message

21

## 4.6 REPORTS

### 4.6.1 CRIME REPORT

For Reports click on "Crime Report" button: below screen will appear:

**Advance select Filter Search Option**

**Crime Report Button**

**Search Button**

Search Button click on this window

**Report Location**

Total 2 records found

Date	Case ID	State	District	Division	Agency	Species Common Name	Quantity And Weight	Case Status
10/08/2012	WCCB0002	Goa	North Goa	Ponda	WCCB	Monitor Lizard	Monitor Lizard Skins	NA
20/03/2014	WCCB00625	Goa	North Goa	North Goa Division				NA

**No record found**

22

4.7 IF USER HAS ANY FURTHER QUARRIES MAY CONTACT:

Wildlife Crime Control Bureau  
IInd Floor  
Trikoort-I  
Bhikajicama Place  
New Delhi-110066

Tel: +91-11-26160751  
Email: [inspic@wccb.gov.in](mailto:inspic@wccb.gov.in)