

KERALA STATE AGENCY FOR THE EXPANSION OF CASHEW CULTIVATION (KSACC)

GOVERNMENT OF KERALA



USER MANUAL

KELTRON®

A Government of Kerala Undertaking
Kerala State Electronics Development Corporation Limited

KELTRON, GiS - IT Business Group

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1. Introduction

The Kerala State Agency for the Expansion of Cashew Cultivation (KSACC) has implemented the KSACC-Connect Mobile Application to support the effective monitoring, management, and expansion of cashew cultivation activities across the state. The application is designed to digitize field-level operations, improve transparency, and provide easy access to services for field officers and authorized users. Through features such as attendance marking, field inspection, cultivation progress reporting, land and farmer management, geo-tagged image capturing, and digital record maintenance, the application helps streamline daily operations and ensures accurate real-time monitoring of cultivation activities across Kerala. The application also helps improve communication and coordination between field officers and the KSACC management system.

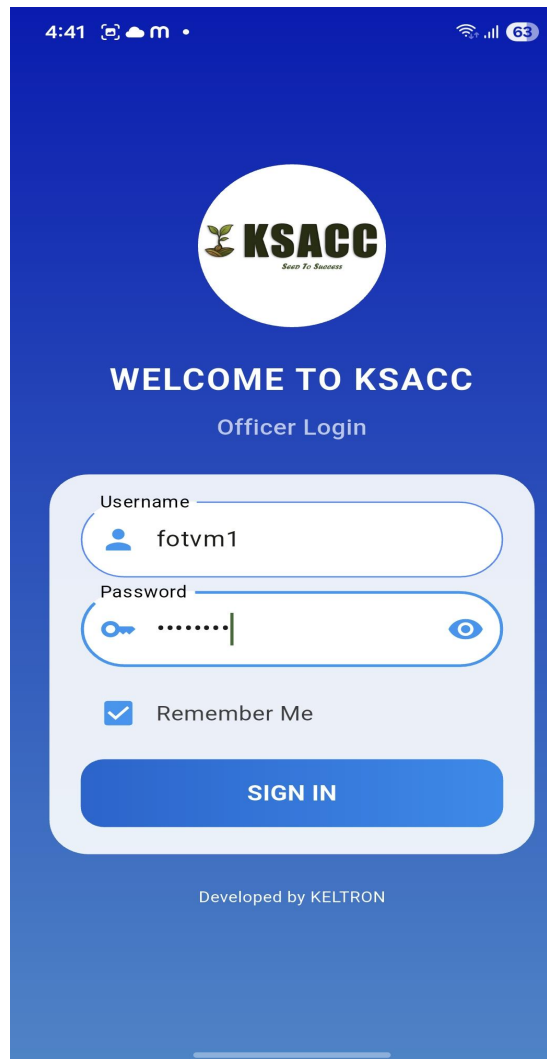
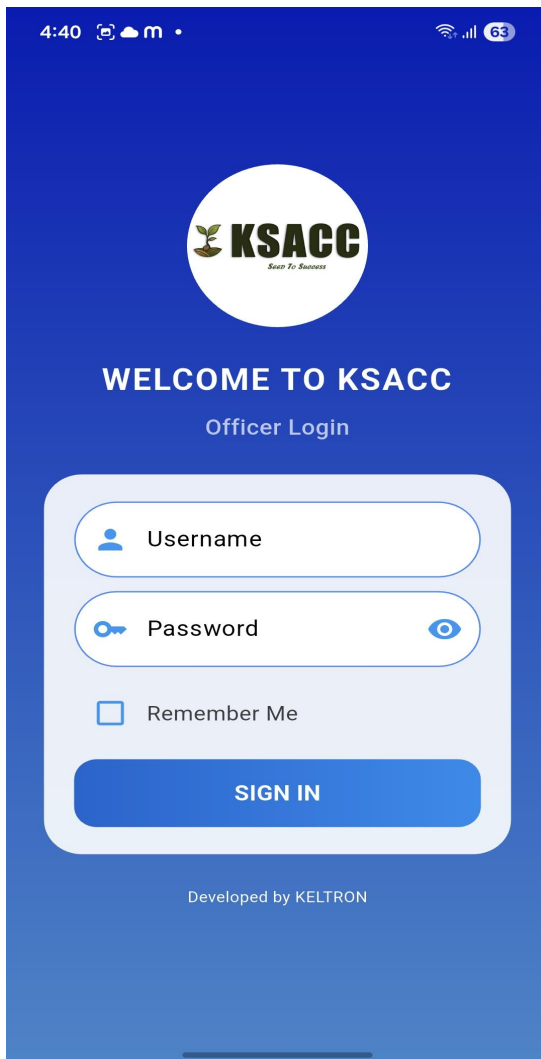
2. How to Download the App

To download the **KSACC-Connect Mobile Application**, open the **Google Play Store** on your Android mobile device and search for **KSACC-Connect**. Tap the **Install** button to download and install the application on your device. After installation, open the **KSACC-Connect** application. During the first launch, the application will request permissions such as Location, Camera, and Storage/Photos. Grant all the requested permissions to ensure the application functions correctly.

Once the permissions are granted, log in using your authorized **KSACC Officer Portal** username and password. After successful login, the application will be ready for use.

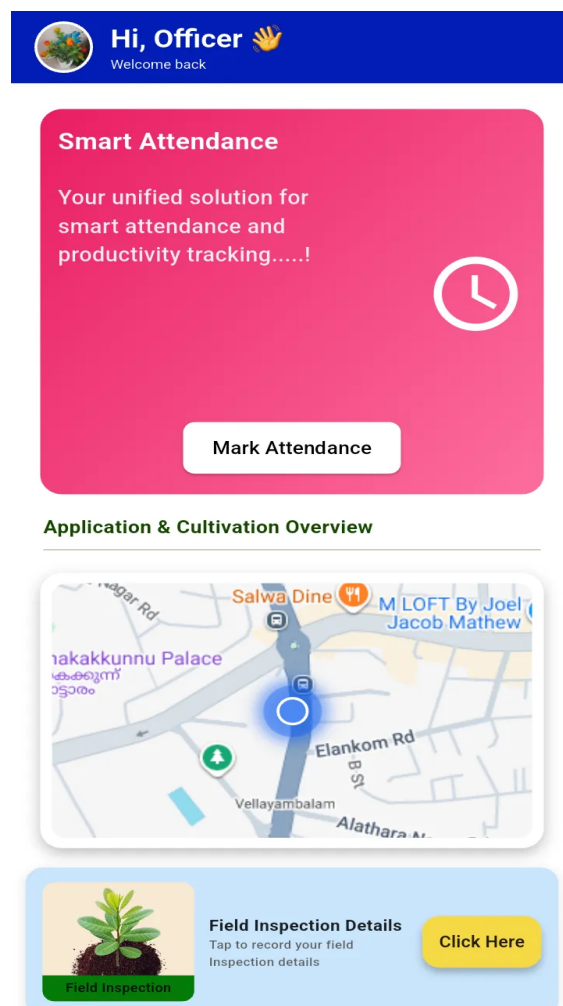
3. Login to the Application

After installing the KSACC-Connect Mobile Application, open the application from your mobile device. During the first-time installation and opening of the application, the system may request certain permissions such as location access, camera access, and storage access. Users must allow the required permissions for the proper functioning of the application, including geo-tagging, image capturing, and field activity management. Once the required permissions are granted, the login screen will be displayed. Field Officers should enter the username and password provided by KSACC in the respective login fields. If users wish to save their login credentials for future access, they can enable the **Remember Me** option available on the login screen. This allows the application to remember the username for easier login in subsequent sessions. After entering the login credentials, tap on the **Login** button to access the application. Upon successful authentication, the user will be redirected to the home screen of the application, where all permitted modules and services will be available based on the user role and access permissions.



4. Dashboard

After successful login, the user will be redirected to the Dashboard screen which serves as the main interface for accessing all major functionalities available to Field Officers. The dashboard provides quick and easy access to important operational modules such as the Attendance Module, Cultivation Progress Module, and Field Inspection Module. Through the Attendance Module, Field Officers can mark their daily attendance with location-based verification. The Cultivation Progress Module enables officers to update and monitor cultivation activities, and plantation progress. The Field Inspection Module allows users to conduct field inspections, record inspection details, upload geo-tagged images, and maintain digital inspection records for effective monitoring and reporting purposes.

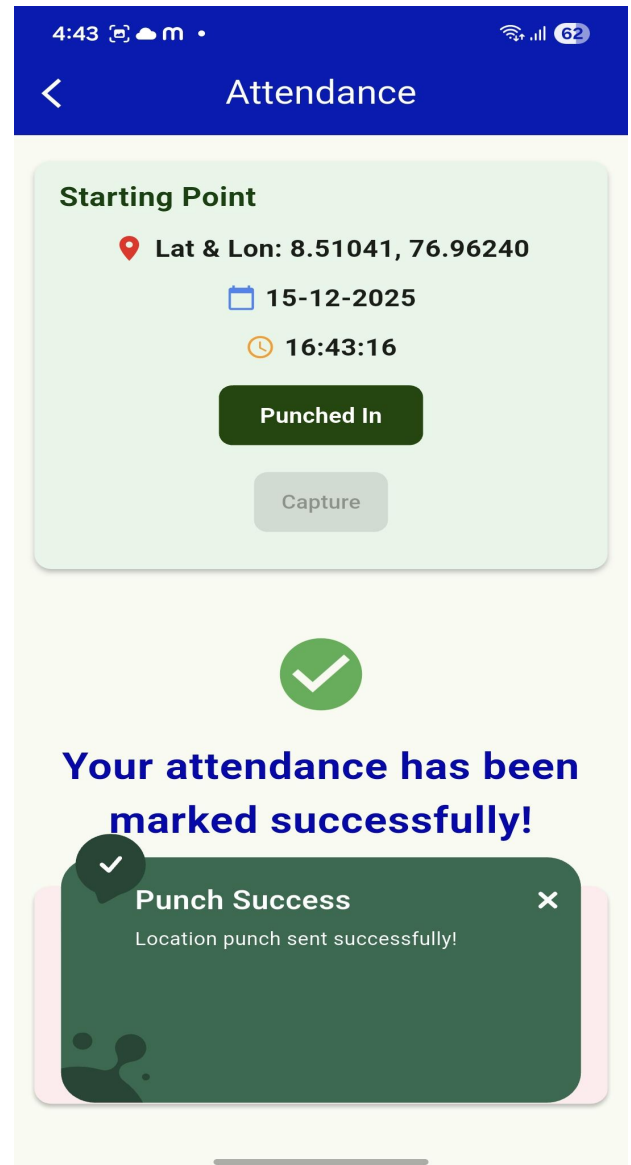
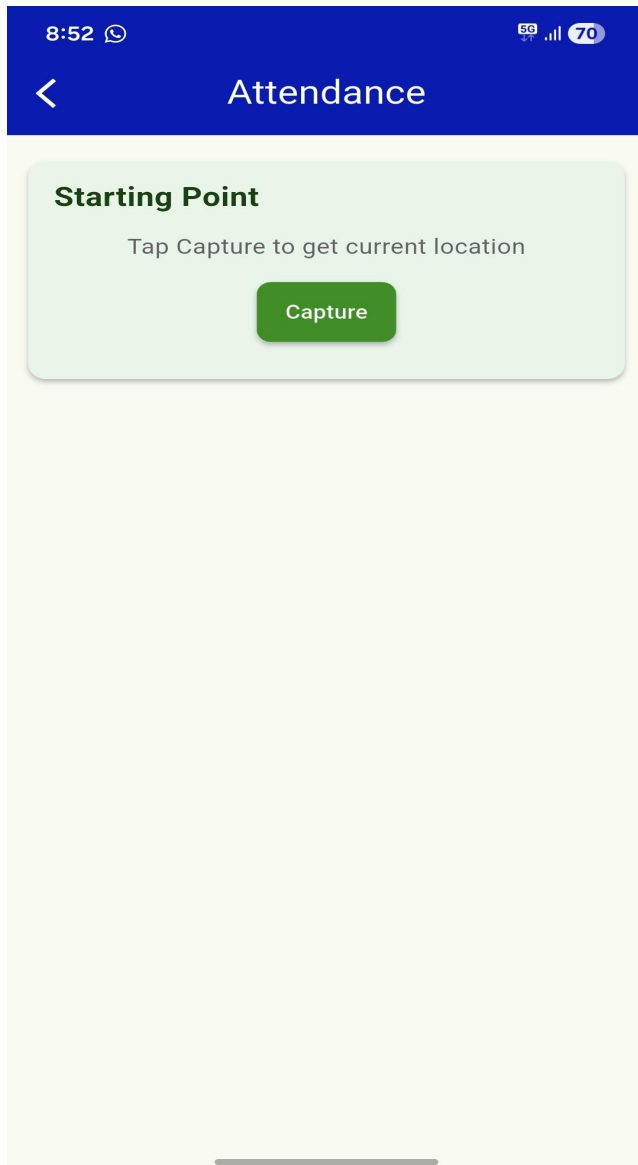


5. Attendance Module

The Attendance Module enables Field Officers to record and manage their daily attendance through the Application. Upon selecting the **Mark Attendance** option from the dashboard, the application opens the attendance screen and on press of start point automatically captures the current date, time, and geo-tagged start point location of the user. For successful attendance marking, the mobile device location service must be enabled. If the location service is turned off or location access permission is denied, the application will display a message requesting the user to enable location access in the device settings before proceeding further.

Once the required location details are successfully captured, the attendance will be recorded in the system and a confirmation message stating “**Attendance Successfully Marked**” will be displayed on the screen. This process serves as the Punch In entry of the Field Officer for the day and helps maintain accurate attendance and field movement records.

Below the confirmation message, the application provides the **Destination Point** option, which allows Field Officers to capture the destination location after completing field inspections and other official field duties. The Destination Point recording process functions as the Punch Out entry and is used for field movement tracking and monitoring purposes. The Destination Point capture option will be allowed only after the completion of at least one field inspection entry through the application. If the officer is marked on leave for the day, the Destination Point capture option will not be available in the system.



8:47

5G

71

<

Attendance

Starting Point

Lat & Lon: 8.51666, 76.94411

18-12-2025

08:47:44

Punched In

Capture

Your attendance has been
marked successfully!

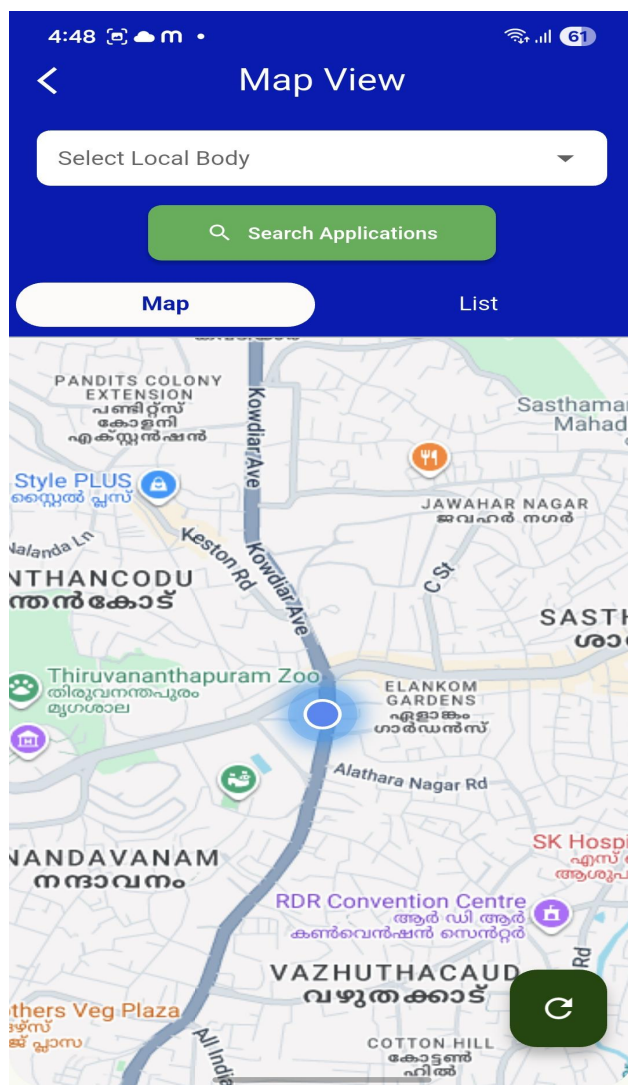
Destination Point

Tap Capture to get current location

Capture

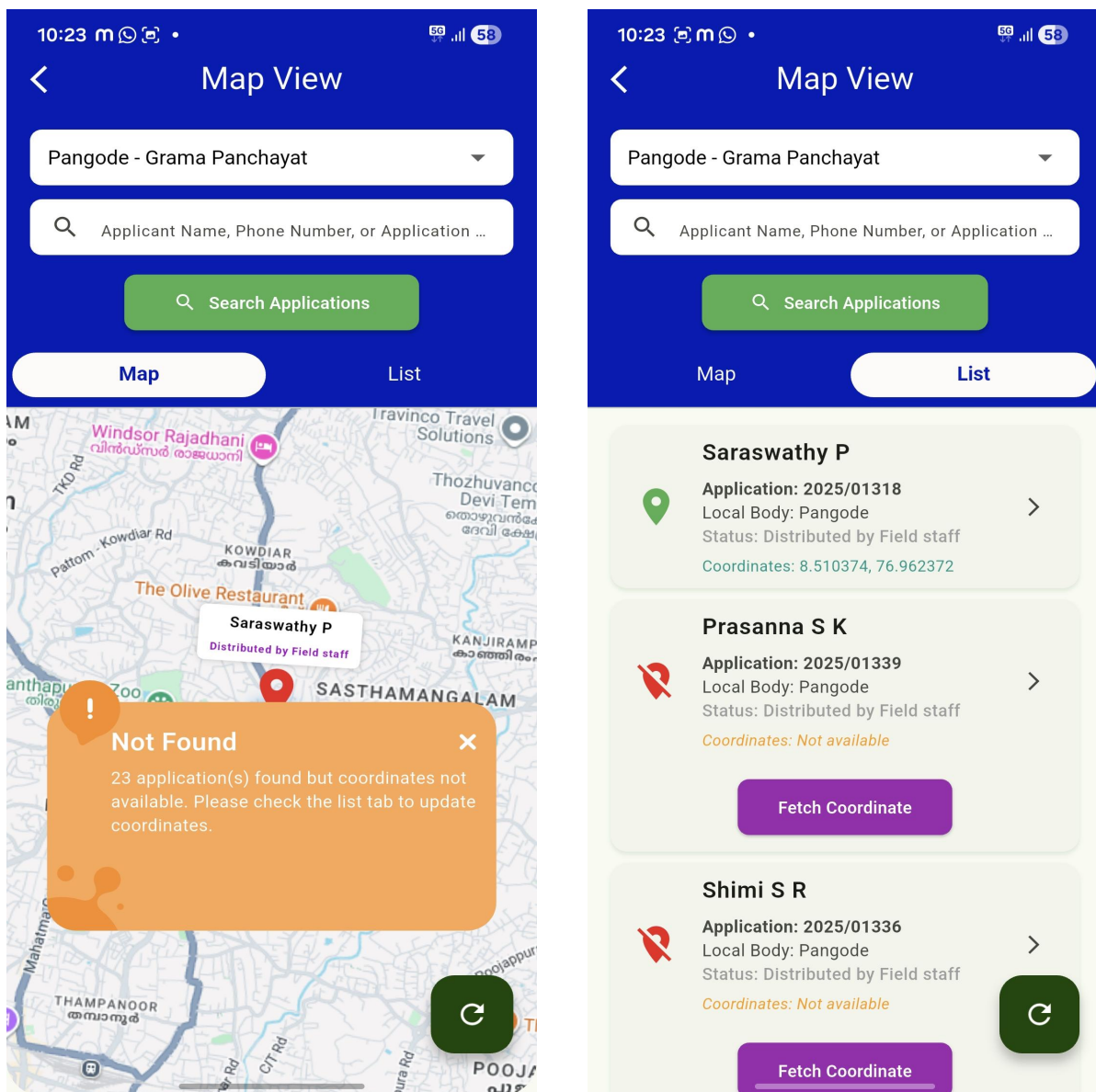
6. Map View

The Map View Module allows Field Officers to search and manage farmer land locations through the application map interface. Upon selecting the **Map View** option from the dashboard, the officer can select the required Local Body and search farmer applications using the **Application Number**, **Farmer Name**, or **Phone Number**. The blue icon displayed on the map represents the current location of the Field Officer.



6.1 List

If the farmer has not added the land location, the application will display the details in a list view, and the Field Officer can add and tag the land location using the **Fetch Coordinates** option, which automatically captures the current geo-location from the mobile device. If the land location is already added by the farmer, the Field Officer can directly view the marked location on the map for verification and monitoring purposes.



7. Cultivation Progress

Officers can access this module by selecting a farmer either from the Map View or from the application list. After selecting the farmer application, the application details screen will be displayed, where a dropdown list of farmer lands will be available. Upon selecting a land from the dropdown list, the land details will be displayed on the screen. By selecting the **View** option, the system checks whether any applications are available for the selected land. If applications are available, they will be listed on the screen. If no applications are found, the application will display a “**No Data Found**” message.

The screenshot shows a mobile application interface for 'Cultivation Progress'. At the top, a blue header bar contains a back arrow, the title 'Cultivation Progress', and status icons (time 10:16, 5G signal, and battery 60%). Below the header, the applicant's name 'Abhirami' is displayed in bold. Underneath, the application number '2025/01540' and local body 'Thiruvananthapuram' are listed. The status 'Final Verification by Coordinator' is shown in orange text. A section titled 'Select Cultivation Land' features a dropdown menu with the selected land 'Keezhuparamba - 123 - 0.0081'. Below this, a light blue box titled 'Selected Land Details' contains the following information: Village: Keezhuparamba, Survey No: 123, and Area: 0.0081 Ha. A green 'Hide' button is located at the bottom of this box. At the very bottom, an orange banner with an information icon and the text 'No data found' is displayed.

10:16 5G 60

< Cultivation Progress

Applicant Name: Abhirami
Application Number: 2025/01540
Local Body: Thiruvananthapuram
Status: Final Verification by Coordinator

Select Cultivation Land

Keezhuparamba - 123 - 0.0081

Selected Land Details
Village: Keezhuparamba
Survey No: 123
Area: 0.0081 Ha

Hide

No data found

10:16

m

5G

60

<Cultivation Progress

Applicant Name: Abhirami
Application Number: 2025/01540
Local Body: Thiruvananthapuram
Status: Final Verification by Coordinator

Select Cultivation Land
Komalapuram - 66 - 0.2671

Selected Land Details
Village: Komalapuram
Survey No: 66
Area: 0.2671 Ha
Hide

Applications

**Application: 2025/01547**
Received Grafts: 30
Received Date: 2024-02-05
Scheme: Muttathoru Kasumavu

**Application: 2025/01538**
Received Grafts: 20
Received Date: 2025-10-31
Scheme: High Density Planting

**Application: 2025/01543**
Received Grafts: 20
Received Date: 2025-11-04
Scheme: High Density Planting

 **Total grafts received so far: 70**

Check Progress

7.1 Add/ Update Cultivation Progress

Upon selecting the **Check Progress** option, the system checks whether any cultivation progress entries are available for the selected financial year. If no cultivation progress records are available, the cultivation progress entry form will be displayed. The Field Officer can enter the required cultivation details and save the information in the system. If cultivation progress data is available, the details will be displayed on the screen, and the Field Officer will be allowed to edit and update the latest cultivation progress entry. The module also provides a **Download** option, which allows the Field Officer to download the cultivation progress report as a PDF for future reference and documentation purposes

The screenshot displays a mobile application interface for 'Cultivation Progress'. At the top, a dark blue header bar contains a back arrow, the title 'Cultivation Progress', and status icons for time (10:20), signal, and battery (59%). Below the header, a white card titled 'Progress Details - Komalapuram - 66 - 0.2671' contains the following information:

Cultivation Status:	going good
Surviving Grafts:	69
Yield:	500.0 kg
Income:	₹2000.00
Coordinates:	8.510405, 76.962377
Date:	2025-11-26
Remarks:	good crop testing

Below the table, an 'Images:' section shows two photo thumbnails: one of a document and one of a plant. At the bottom of the card are two buttons: a green 'Edit' button and a red 'Close' button. Below the card is a grey button with a plus icon and the text '+ Add Progress (FY 2026-27)'.

12:04 m

5G

86

<

Collection Progress

Edit Progress

going good

Surviving Grafts *
69

Yield (Kg)
500.0

Income (₹)
2000.0

📍

 Lat & Lon :
8.510405, 76.962377

Remarks
good crop testing

Images (Max 3)





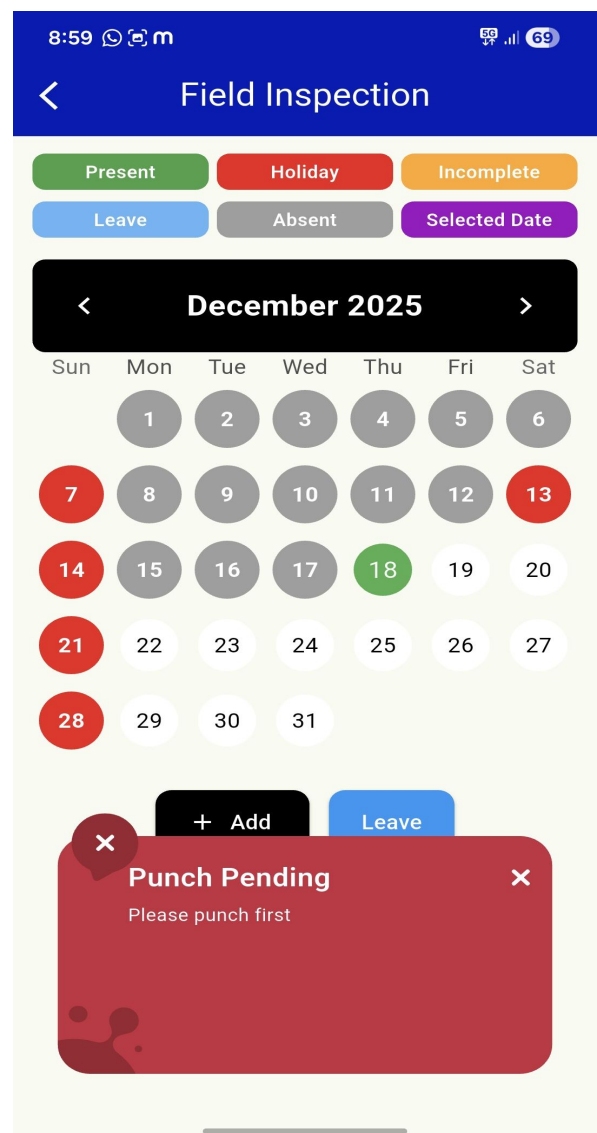
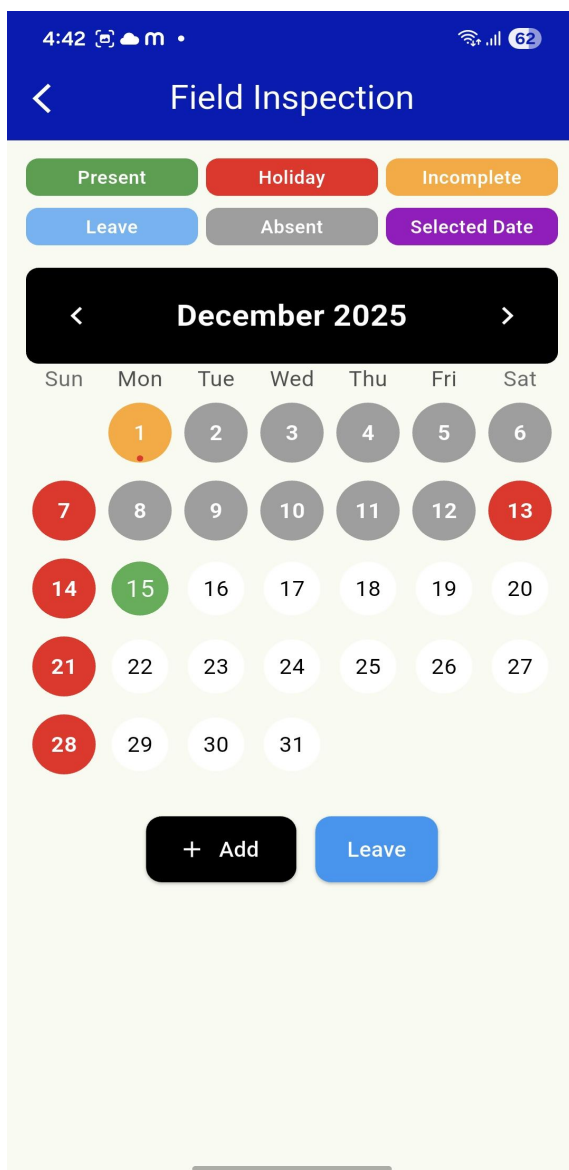


Cancel

Update

8. Field Inspection

Upon selecting the **Field Inspection** option from the dashboard, the application displays a calendar-based inspection screen showing the inspection status for each day of the selected month. By default, the current date will be automatically selected when the screen is opened. By selecting the **Add** option, the Field Officer can add a new field inspection entry. By selecting the **Leave** option, the Field Officer can submit leave requests directly through the application. The Add option will be available only after successfully marking attendance (Punch In).



8.1 Field Inspection Form

By selecting the **Add** option, the field inspection form will be displayed. The Field Officer can enter inspection details and upload geo-tagged images. If at least one field inspection entry is added for the selected date, the Leave option will automatically disappear from the screen. It also provides an option for the Field Officer to delete field inspection entries of the current date only, if required.

4:43

Field Inspection

Present Holiday Incomplete

Add Field Inspection

Purpose of Visit

Contact Info

Place Name

KM Covered

Add Photo

+ Submit

4:44

Field Inspection

Add Field Inspection

Purpose of Visit testing

Contact Info 2569085666

Place Name vbm

KM Covered 20.6

Lat & Lng: 8.510403, 76.962378

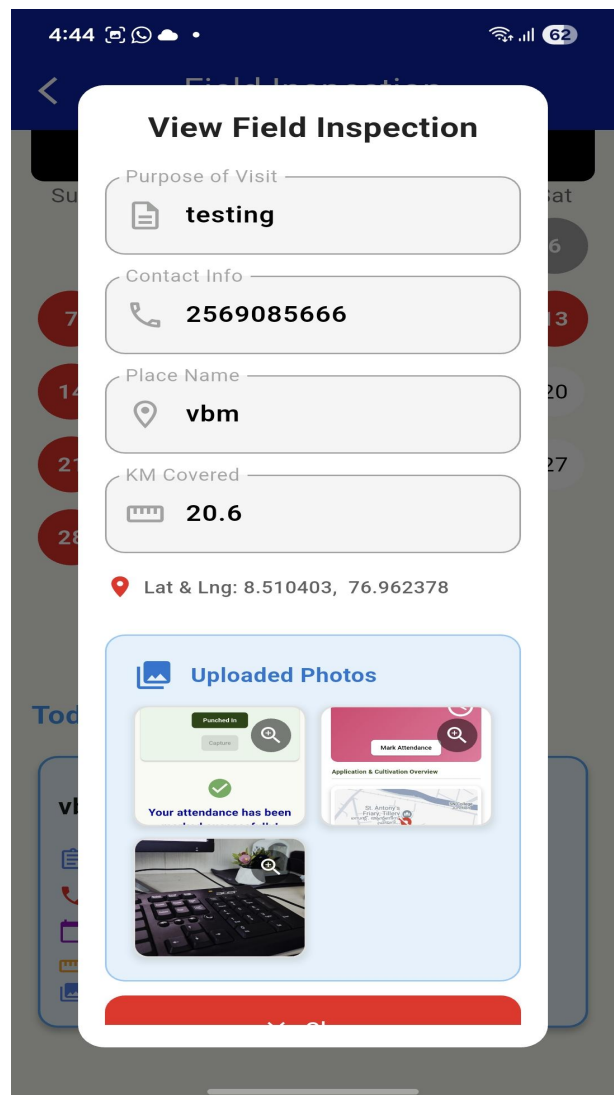
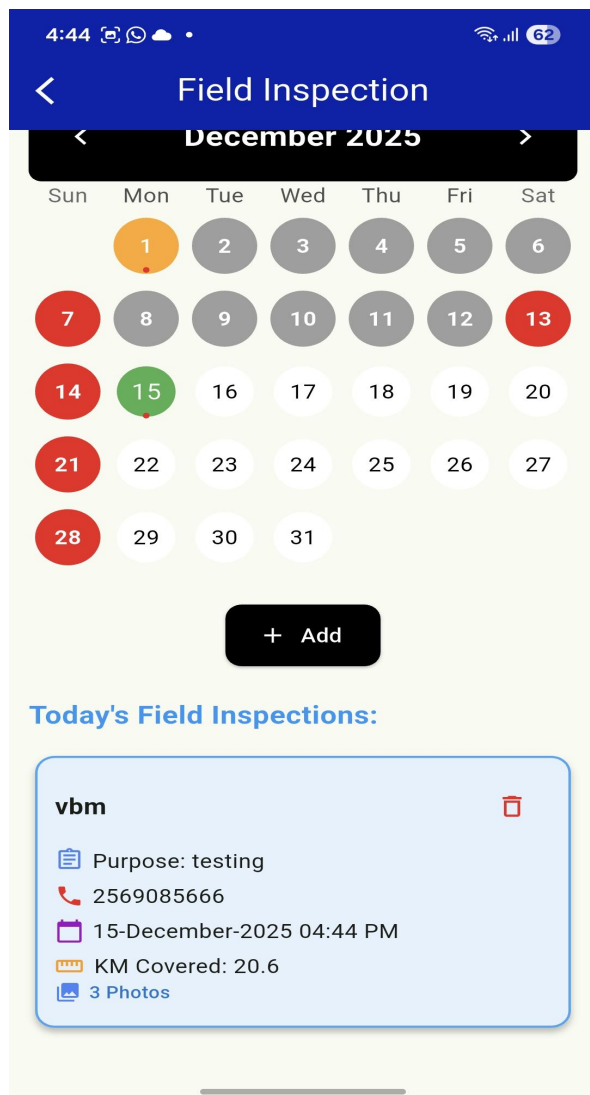
Max 3 Images

Mark Attendance

Application & Cultivation Overview

Your at mark

+ Submit

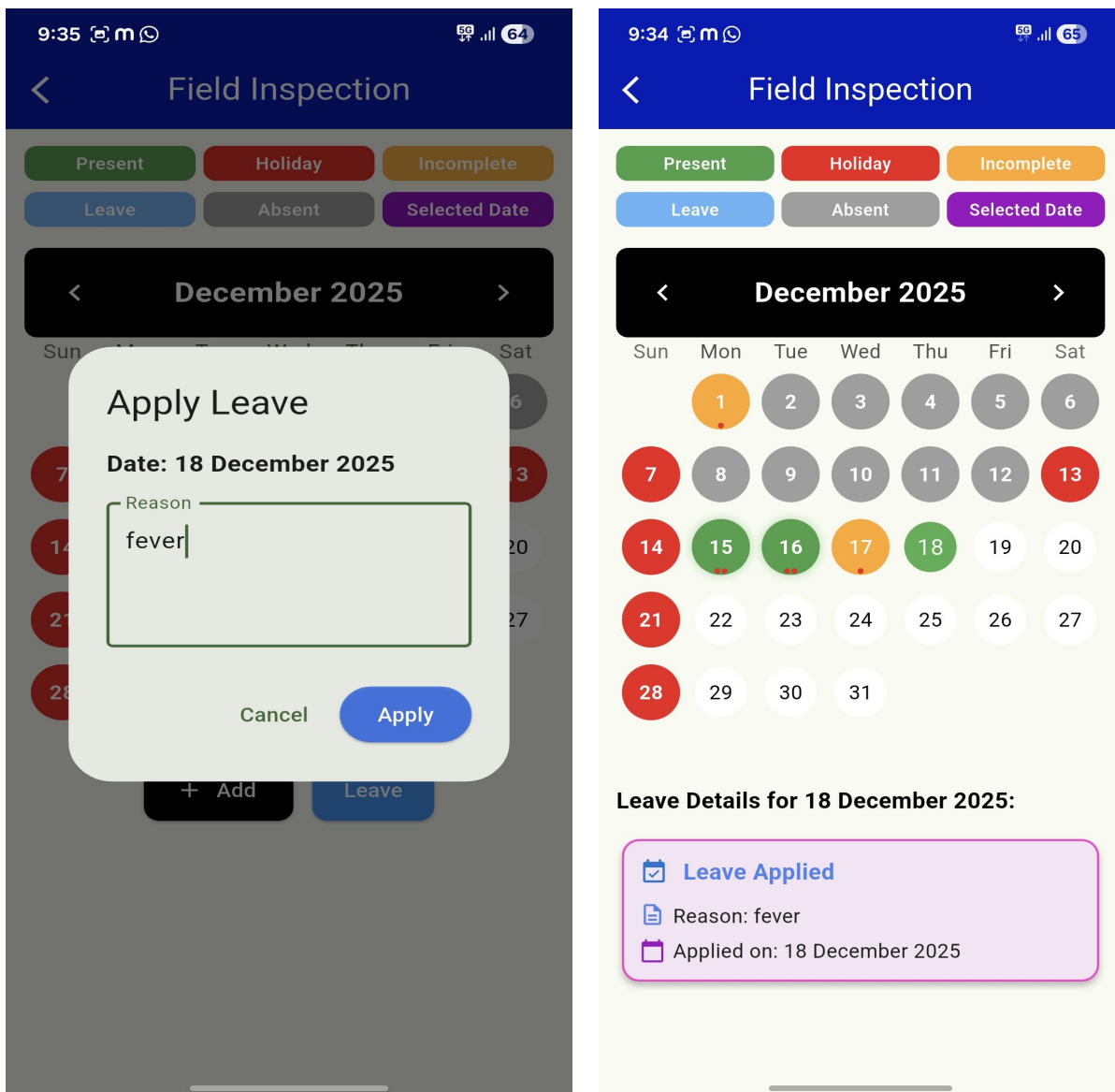


8.2 Apply Leave

By selecting the **Leave** option, the Field Officer can apply for leave by entering the leave reason and submitting the request through the application. The leave application option allows officers to apply for leave for the previous day, current day, and up to the next three days, providing a total of five selectable days. A maximum of two leave entries are allowed for a Field Officer. Once the leave limit

is reached, the **Leave** button will be automatically disabled, and the application will display a message stating “Leave Limit Reached – Contact Admin”.

After a leave request is submitted successfully, the applied leave entry cannot be deleted or modified.



8.3 Field Inspection Status Color

The Field Inspection calendar screen uses different color indicators and symbols to clearly represent the attendance, leave, holiday, and field inspection status of each date. These visual indicators help Field Officers easily understand the daily activity status directly from the calendar view without opening individual records.

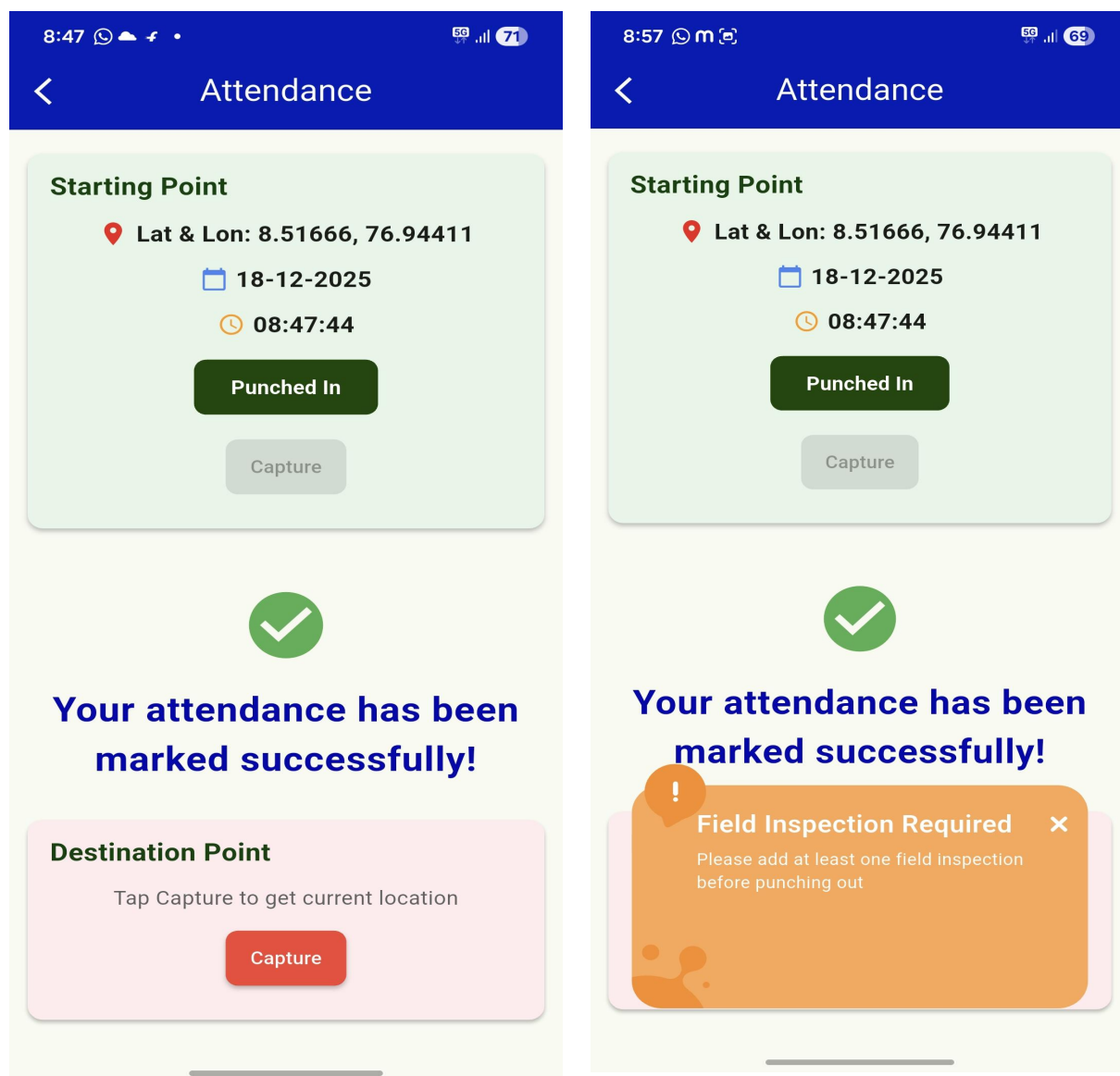
- ★ **Green Color** Indicates that the field inspection and attendance activities for the selected date have been completed successfully, including Punch In and Punch Out.
- ★ **Red Color** Indicates holidays or non-working days.
- ★ **Orange Color** Indicates incomplete work status, where the officer has completed Punch In but the Punch Out (Destination Point) is not yet recorded.
- ★ **Blue Color** Indicates leave applied by the Field Officer.
- ★ **Grey Color** Indicates absent status or no activity recorded for the selected date.
- ★ **Purple Color** Indicates the currently selected date on the calendar screen.
- ★ **Red Dot Indicator** A small red dot on a date indicates that field inspection entry has been added on that day.
- ★ **Half Red and Half Green Indicator with Red Dot** Indicates that the date is a holiday, but the officer worked on that day and successfully completed field inspection activities.
- ★ **Half Red and Half Orange Indicator with Red Dot** Indicates that the date is a holiday, the officer worked and added field inspection details, but Punch Out (Destination Point) has not been completed.

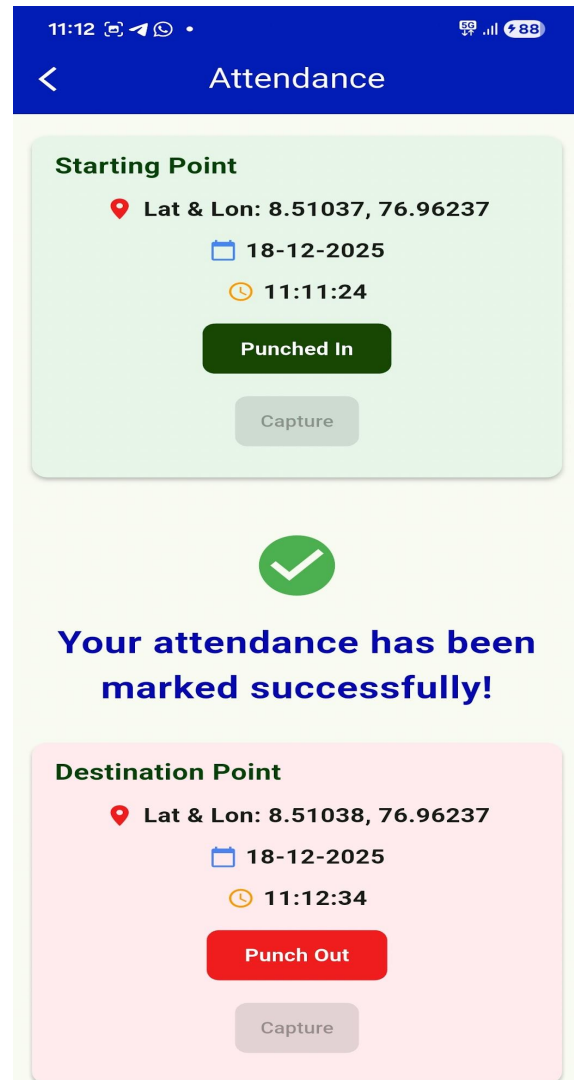
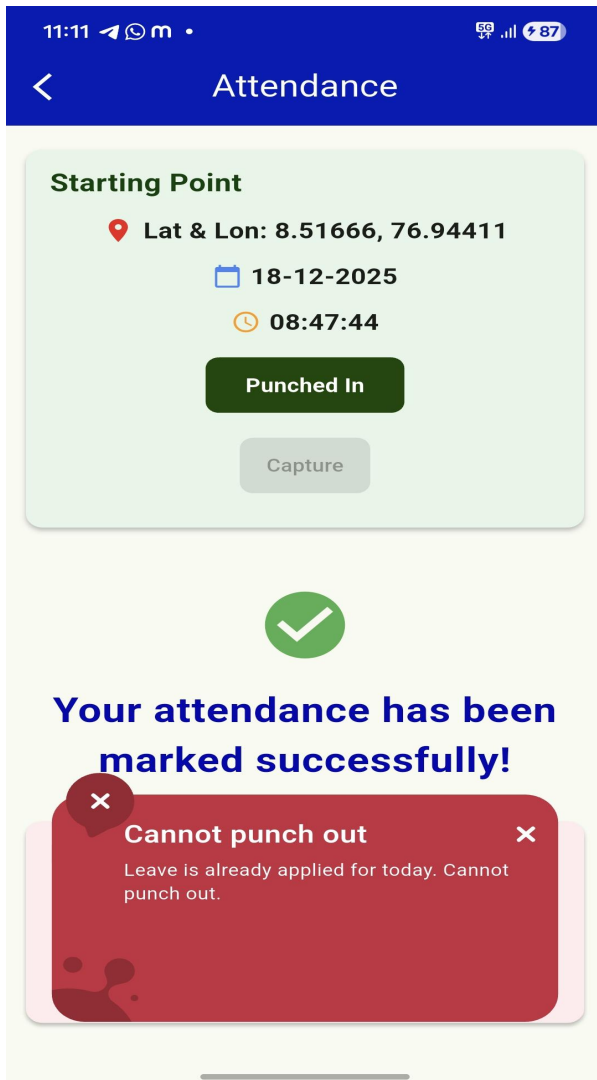
The screenshot shows a mobile application interface for 'Field Inspection'. At the top, there is a status bar with the time 3:39, signal strength, and battery level at 62%. Below the status bar is a blue header with a back arrow and the title 'Field Inspection'. Under the header, there are five buttons: 'Present' (green), 'Holiday' (red), 'Incomplete' (orange), 'Leave' (blue), and 'Absent' (grey). To the right of these buttons is a purple button labeled 'Selected Date'. Below the buttons is a black calendar header for 'November 2025' with left and right navigation arrows. The calendar grid shows days from Sunday to Saturday. Each day is represented by a circle with a number. The circles are color-coded: green for 'Present', red for 'Holiday', orange for 'Incomplete', blue for 'Leave', and grey for 'Absent'. Some circles have small red dots below them, indicating specific events or alerts. The 'Selected Date' button is positioned over the 24th of November.

9. Destination Point Capture (Punch Out)

After finishing field inspections and official duties capture the destination point, the officer must select the **Mark Attendance** option from the dashboard and then choose the **Destination Point** option. Before capturing the destination point, the

system verifies whether at least one field inspection entry has been added for the current date. If no field inspection is recorded, the Destination Point capture option will not be allowed. The application also checks whether leave has already been applied. If leave is already marked, the officer will not be permitted to capture the destination point. Once the required conditions are satisfied, the application captures the current date, time, and geo-tagged destination location of the Field Officer and successfully completes the Punch Out process for the day.

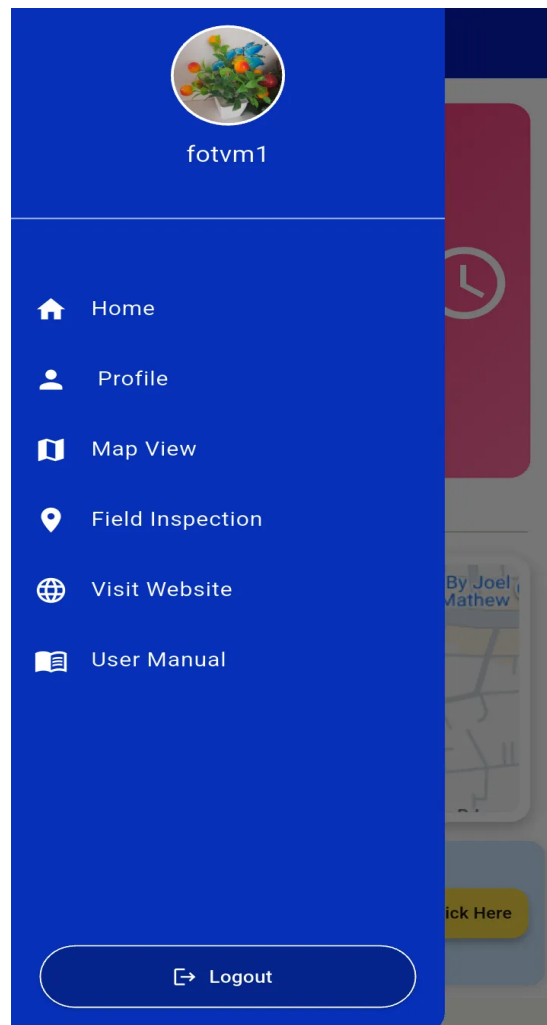




10. Drawer Menu

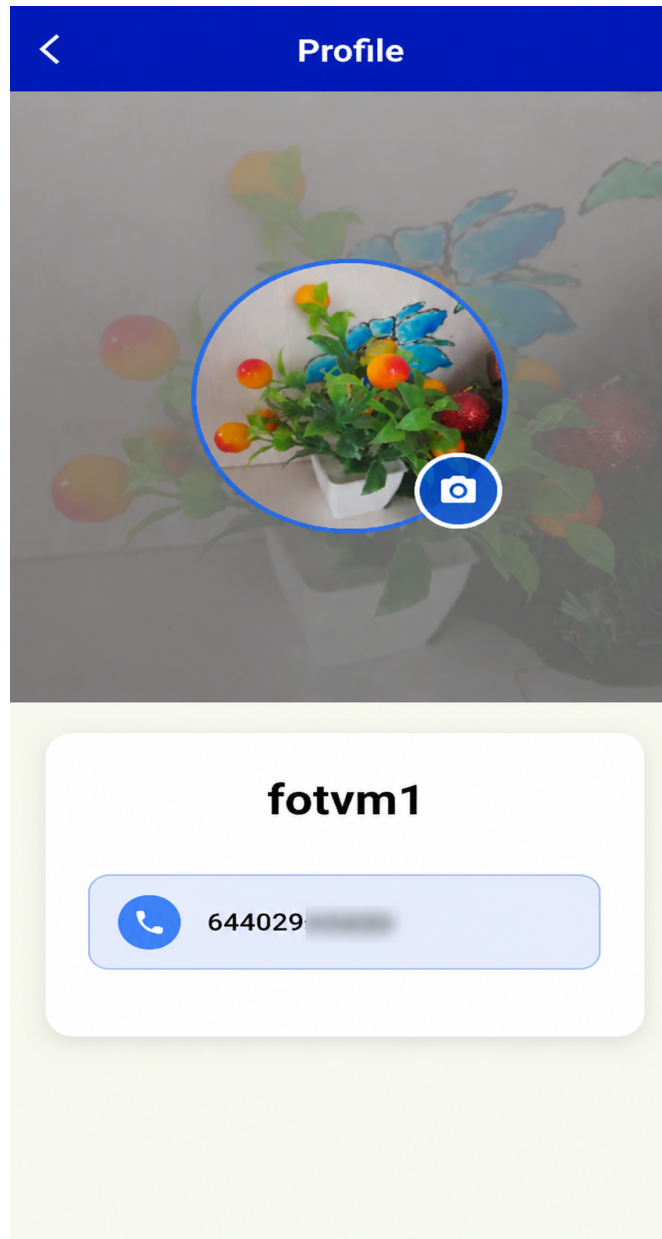
The KSACC-Connect Mobile Application provides a Drawer Menu for quick access to important modules and application settings. The drawer menu can be accessed from the side navigation option available in the application.

- **Profile** – Allows Field Officers to view and update their profile details within the application.
- **Map View** – Helps officers view farmer land locations, manage geo-tagged land details, and access yearly cultivation progress updates.
- **Field Inspection** – Enables Field Officers to record and manage field visit details, inspection activities, geo-tagged images, and leave entries.
- **Visit Website** – Redirects the user to the official [KSACC Website](#) for additional information and services.
- **Logout** – Allows the user to securely log out and exit from the application.



11. Profile

The profile section includes important contact information such as the officer's mobile number and email. The module also provides an option to update or change the profile picture at any time.



12. Conclusion

The KSACC-Connect Mobile Application plays an important role in supporting the effective monitoring and management of cashew cultivation activities across Kerala. The application helps Field Officers perform daily operations efficiently through digital attendance marking, field inspections, cultivation progress updates, geo-tagged land verification, and centralized record management.

By enabling real-time data collection and reducing manual documentation, the system improves transparency, accuracy, and operational efficiency in field-level activities. The application also strengthens communication and monitoring processes within KSACC, ensuring better implementation of cultivation programs and timely reporting of field activities.

Overall, the KSACC-Connect Mobile Application serves as a reliable digital platform for Field Officers, contributing to the successful expansion and management of cashew cultivation initiatives throughout the state.