



OMRS मा Group transfer गर्ने तरिका

SCOUT MASTER DASHBOARD VIEW

STEP 1: Click Group > Group

The screenshot shows the Nepal Scouts dashboard. The sidebar on the left has a menu with options: Dashboard, My Scouts, Unit (Registration), Units, Groups, Patrol, and Program. The 'Groups' option is expanded, and 'Groups(School/Institute)' is highlighted with a red box. A red arrow points from this box to the text 'Click here to view the Group list'.

STEP 2: Click Group Transfer icon (red button at right)

The screenshot shows the 'Groups(School/Institute)' page. A table lists groups with columns: #, Number, Name, Phone, Email, Address, Creator Name, Created at, and Actions. The first row shows group 0266-0008, TEST SUJIT ACADEMY. The 'Actions' column for this group has three icons: a blue eye, a green chat bubble, and a red circle with a white arrow. The red circle icon is highlighted with a red box. A red arrow points from this box to the text 'Click here to transfer the group to other Scout master (member secretary)'.

STEP 3: Upload School (institute/organization)'s letter of appointment of new scout leader > select new member secretary name and submit

The screenshot shows the 'Application for Group Ownership Transfer' form. The form has a title bar with a close button. Below the title, it says 'Fill all the required fields'. There are three main input fields: 'Current Member Secretary' with the value 'Sujit (Test)', 'Verified letter from institute/Organization *' with a file upload icon, and 'New Member Secretary *' with the value 'Sujit (Test)(323-807964)'. At the bottom right, there are 'CANCEL' and 'SUBMIT' buttons. Two red arrows point from the 'Verified letter' and 'New Member Secretary' fields to text boxes: 'Upload the school letter of appointment of new scout master' and 'Select the new Scout master to be transferred.'