## Steps to login to the KAUPB Web site for the first time

**Step 1:** Enter the URL: <u>www.kaupboard.karnataka.gov.in</u> **Step2:** Enter the credentials

	oner Login
User Id	
2 A	
Password	
	•••
Practition	er O DAO /] 2 <sup>9</sup>
3vj29	

Note: Once the practitioner is registered successfully into the system, by default user name would be combination of their registration number and type of registration. For example if registration number is 26573 and registered type is 'A', then user name will be 26573 A. Password would be the date of registration.

**Step 3:** On successful login, system will navigate to the following page, where user has to change the password. This is a mandatory process.



## Karnataka Ayurvedic and Unani Practitioner's Boar

11.				
To change your pas button.	sword, confirm your Old Password,	enter New Password, Re-type N	ew Password and clic	k the "Save"
	Email ID	mahesh@gmail.com		
	Mobile No.	9945487401		
	Date of Registration			
	Old Password	1		
	New Password			
		(Minimium 6 characters.)		
	Re-type New Password			

Note: Provide the necessary details as instructed by the system and after successful completion, an email and SMS will be sent to the registered email id and mobile. For the future login, practitioner has to use the same user id as earlier and newly changed password.

## Steps to renew the registration for practitioner

Step 1: Enter the URL: <u>www.kaupboard.karnataka.gov.in</u>
Step2: Enter the credentials, user name and password
Step 3: On successful login, system will navigate to the respective practitioner's web page.



Welcome screen will display the last date of renewal to the practitioner.

Step 4: For online renewal, click on the "Pay" menu



**Note:** Follow the simple instructions for online payment as instructed by payment gateway. Payment gateway is designed to accept all type of credit cards, debit cards and internet banking. On successful renewal, an email and SMS will be sent to the registered email id and mobile.

**Step 5:** To check the online payment history, click on "My Payments", which will display all the payments done by the logged in user.



Karnataka Ayurvedic and Unani Practitioner's Boar

W	elcome	My Profile	Receipts	Renew	Smart Card	Goodstanding Certificate	KAUPB Jour	
My Payments	- Valid up	oto:31/12/2013	S.					
Туре		Renewal 201200049 12345		Mode		Offline		
Receipt Number	5).			Receipt Date		04 Mar 2013		
D.D.NO				D.D.Date		02 Mar 2013		
Bank	canara bank		Amount		350			

Note: Mode will be offline/online.

## Steps to retrieve the password

**Step 1:** Enter the URL: <u>www.kaupboard.karnataka.gov.in</u> **Step 2:** Click on Forgot Password Link which will navigate to the Reset Password page.

and and an and a second	Karnataka Ayurv	edic ar	nd Una	ni Pra		Contact I	
Rules & Regulation Practitioner Login User Id Password	Registration No Email.ID Contact No	9 4 vidhya@gmail Or 9945487401	Ayurvedic	•	loa	nds	Journal o KAUPB
Practitioner      DAO     DAO     DO     DO     DO     DO     Eorgot Passw	ord	ubmit Cance		-			4

Note: On submission of valid login ID (User Name) and Email ID or login Id

(User Name) and contact number, system will send the credentials by email to the practitioner and SMS to the registered mobile.