



e-PMS FAQ

1. What do I require to use e-PMS?

Please use only Google chrome version 59.0 or higher or Mozilla Firefox version 58.0 or higher.

2. How to register in e-PMS as a PI?

From e-PMS homepage, click on '**New PI Registration**' button to go to the PI registration page.

3. Can I choose my own Login ID?

During the PI registration process, you will be allowed to create your own Unique Login ID.

4. The Login ID I want is not available. Do I have to choose a different one?

The Login ID is unique to each PI. If the Login ID you want is not available, that means someone else has chosen it. You can select a different Login ID.

5. What are the requirements for choosing Login ID?

The guidelines listed below may be helpful in selecting a User ID.

Login ID should:

- Be at least 5 characters' length.
- Contain letters, numbers without any special characters.
- Not contain space.

6. Is the User Id and Password case sensitive?

Yes, User ID and Password are case sensitive.

7. How to Create Password first time?

After creating a successful Login ID, a confirmation mail with Login ID and '**generate password link**' will be sent to your communicating email ID. You can click on '**generate password link**' to create new password

8. The link provided for create new password in the communication email Id is not working. What should I do?

The link sent for create new password in communication email id can be used only once. After creating password successfully, link get automatically expired. Please click on 'forgot password' link on e-PMS homepage to receive a new link in communication email Id.

9. I did not receive the e-mail after getting the 'Pi registered successfully message' in PI registration page. How to proceed further?

You can also use 'Forget Password' to generate another email.

10. What's password criteria while creating password?

- Password must contain at least 8 characters having one lowercase letter, one uppercase letter, one digit, one special character.
- The password should not contain any blank space.

11. What happens if I forget my password?

Click on 'Forgot Password' in the homepage and reset the password by enter login id and communicating email Id

12. The error a 'Same - Name, DOB and Institute which you are providing is already registered with us' displays during creating new PI registration. What should I do?

A User can have registered only once with same Name, Date of Birth and Institute along with Email id.

For further more query please contact with Administrator via email on **pmsd.dst@nic.in**

13. The error a 'Access has been denied for 30 minutes for security purpose' displays during Login. How can I unlock my account?

A Login Id is temporarily disabled due three unsuccessful attempts by entering wrong password. Please wait until 30 minutes to use the e-PMS.

14. The Institute name is not listed in the Institute list in PI registration?

Please click on '**add your Institute**' link if your Institute name is not listed in the list. After filling of Institute details it will get added in the list.

15. Can I modify the details that were provided during PI Registration Process?

You may login with your account and click on 'Edit Profile' link to change your details like: Given Name, Date of Birth, address etc.

16. Who can help me in solving my queries?

You can ask your queries at the following places:

- For e-PMS Portal related queries contact at **pmsd.dst@nic.in**
- For your Programme/Scheme related queries click on '**Schemes and Formats**', search your Programme/Scheme and you can find contact details of your scheme co-ordinator.

17. What do I need to know, before sending mail to e-PMS mail Id?

You need to provide your registered Login ID, Communication Email ID to the administrator of e-PMS along with the issues you are facing.