

Bangladesh Regional Waterway Transport Project-1 (User Manual)



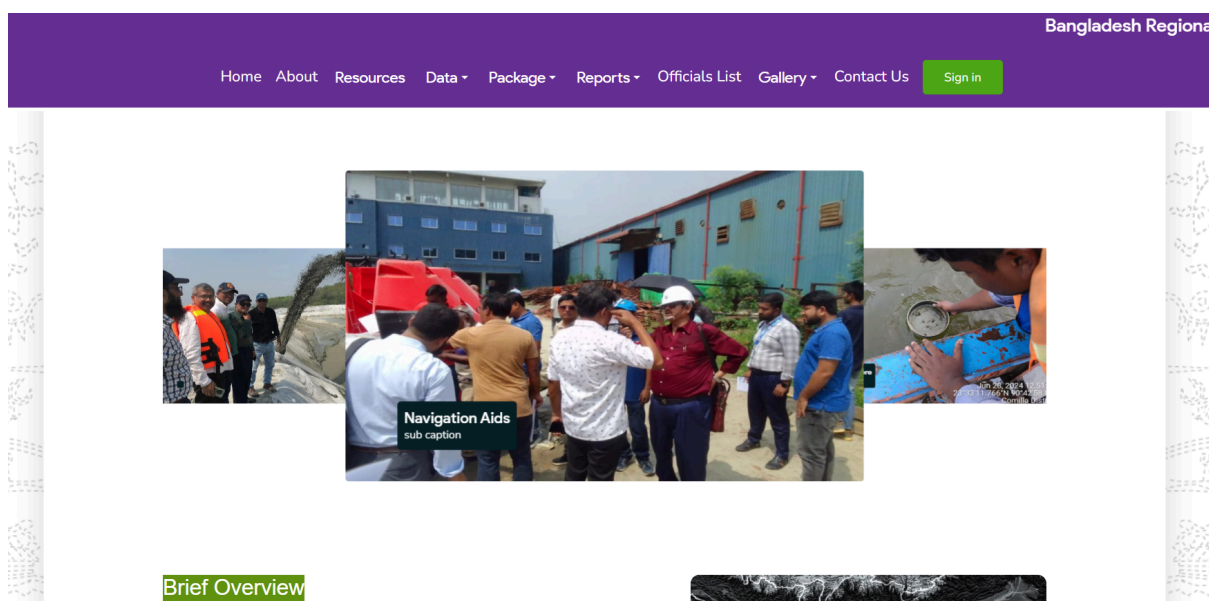
1. System Features & Functionalities

Bangladesh Regional Waterway Transport Project-1 Portal is the highest-level user with comprehensive access to all features and settings. This role is typically designated for system administrators or key personnel responsible for the overall management and maintenance of the platform. The Admin has the authority to manage user accounts, assign roles, Upload Documents and modifications, and configure system settings, including branding and integrations. Additionally, they have full access to all system data, allowing them to generate reports and manage user activity. Ensuring system security, the Admin controls password policies, two-factor authentication, and monitors user activity logs, making them responsible for the operational efficiency, security, and effectiveness of the Portal in meeting the organization's objectives.

2.1 Landing Page

Bangladesh Regional Waterway Transport Project-1 Portal

Open any internet browser (i.e. Microsoft Edge, Firefox, Chrome, Opera, etc.) and type the following URL <https://biwta-brwtp1.com/> on the browser's address bar. Press the “**Enter Key**” and the landing page will appear.



The landing page of the Bangladesh Regional Waterway Transport Project-1 portal serves as the primary gateway for users to explore and access various features like notices, news overview slider, and a promotional video etc. The navigation menu provides direct links to key resources such as **Resources, Data, Package, Reports, Officials List, Gallery, and Contact Us.**

- Resources: Links to the Shared resource list by the admin using the admin panel.
- Data: Links to the Shared Data list by the admin using the admin panel.
- Package: Links to the Shared Package information by the admin using the admin panel.
- Reports: Points to report list uploaded by admin.
- Official List: Links to the list of officials created by the admin.
- Gallery: Links to the page that previews uploaded photos by the admin







Notice Section: In the landing Page, there is a section for uploaded notices. Here is a list of notices created by the admin. This is a dynamic section.

The landing page is designed to be user-friendly and fully responsive, ensuring a seamless experience across all devices, making it easy for users to find and engage with the information and resources they need.

Additionally, a grievance redress mechanism is in place to address concerns from the community, providing a transparent and responsive process for resolving any issues that may arise.

Notice Board

SL.	Title	Action
1	New-1	 
2	Invitation for Tender 05-Feb-2024	 

More

Contact Us Page

The **Contact Us page** allows visitors to get in touch with the organization. Users can fill out a form with their **Name, Email, Subject, and Message** to send inquiries, feedback, or requests.

All submitted messages are stored in the system and can be viewed by the admin for follow-up.

The page may also include the organization's **office address, phone number, and email** for direct communication.



Bangladesh

[Home](#)
[About](#)
[Resources](#)
[Data](#)
[Package](#)
[Reports](#)
[Officials List](#)
[Gallery](#)
[Contact Us](#)
[Sign in](#)

Contact Us

Our Address

Level 20, BSC Tower, 2-3 RAJUK Avenue
Dhaka-1000, Bangladesh.
Email: pd.brwtp1.biwta@gmail.com
Phone: +8801716314580

Working Hours

Sunday - Thursday: 9:00 AM - 5:00 PM
Friday - Saturday: Closed

Resources Page

The **Resources page** provides visitors with access to important materials such as documents, reports, guidelines, tutorials, or downloadable files shared by the organization.

This page is dynamic, meaning the admin can upload, update, or remove resources at any time. The uploaded resources are automatically displayed on the landing page for users to view or download.

Visitors can browse the list of available resources and access the files directly.

Bangladesh Regional Waterway Transport Project-1

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[Gallery](#)
[Contact Us](#)
[Sign in](#)

Published Resource

Date From

Date To

Filter

50 entries per page

Search:

SL	Resource Name	Action
1	HYPACK	Download View
2	Brwtp	Download View

Showing 1 to 2 of 2 entries

1

2.2 Sign In

The **Sign In** feature on the Bangladesh Regional Waterway Transport Project-1 Portal landing page is an essential gateway for users to access their personalized accounts and unlock additional functionalities within the platform. Located at the top-right corner of the page, the **Sign In** button allows registered users and administrators to log in securely using their credentials. Upon clicking the button, users are redirected to a login page where they can enter their username and password.

Successful login grants access to a personalized dashboard where Admins can manage their Package, upload documents, create Notices, and access many more features tailored to their role within the system.

The Sign In feature ensures that users have a secure and customized experience, enabling them to fully engage with the portal..

Locate the Sign In Page:

- From the landing page, click on the "Sign In" button at the top-right corner of the screen. This will redirect you to the dedicated Sign In page.

Enter Your Credentials:

- **Email Address:** In the "Email Address" field, enter the email address associated with your Smart Leadership Academy account.
- **Password:** In the "Password" field, input your account password. If you want to double-check your entry, you can click on the eye icon to reveal the password temporarily.

Optional: Remember Me

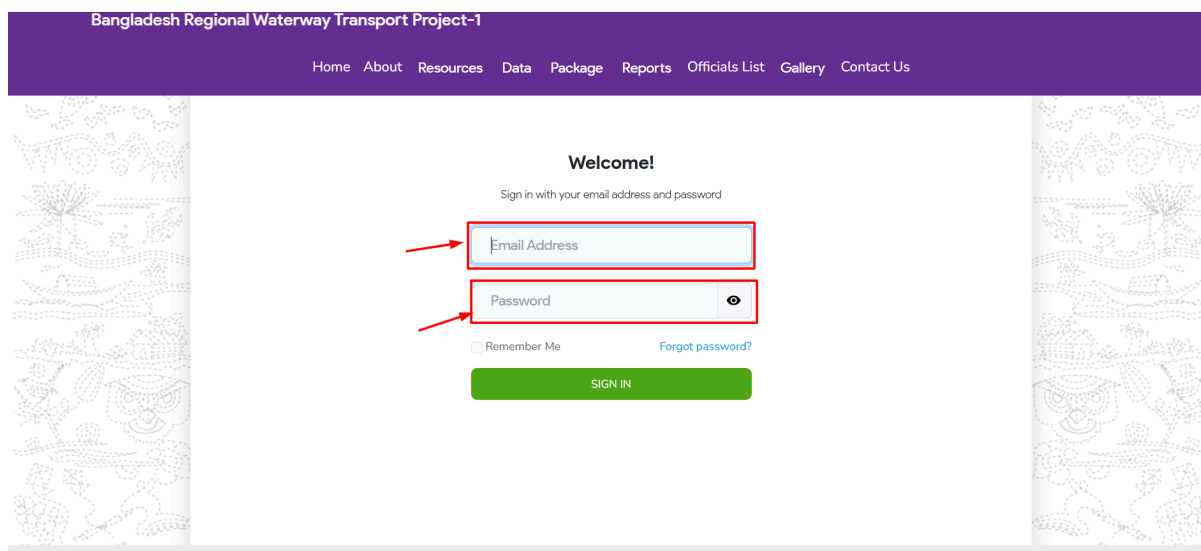
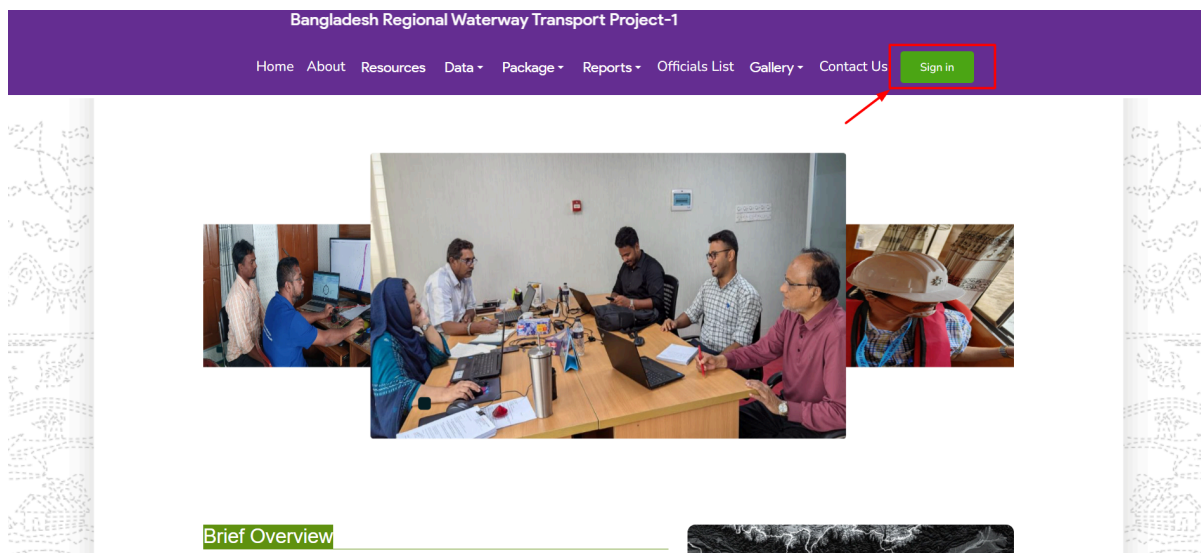
- If you are using a personal or secure device, you can check the "Remember Me" box. This feature will keep you signed in, so you don't have to enter your credentials the next time you access the platform from the same device.

Sign In:

- After entering your credentials, click on the blue "SIGN IN" button. If your email and password are correct, you will be redirected to your personalized dashboard.



Bangladesh Regional Waterway Transport Project-1



Forgot Password?

- If you've forgotten your password, click the "Forgot password?" link located below the password field. You will be prompted to enter your email address to receive instructions on how to reset your password.



Home About Resources Data Package Reports Officials List Gallery Contact Us

Welcome!

Sign in with your email address and password

Email Address

Password

☐ Remember Me [Forgot password?](#)

SIGN IN

Reset Password

Enter your valid email address

Email Address *

example@mail.com

[Send Password Reset Link](#) [Previous](#)

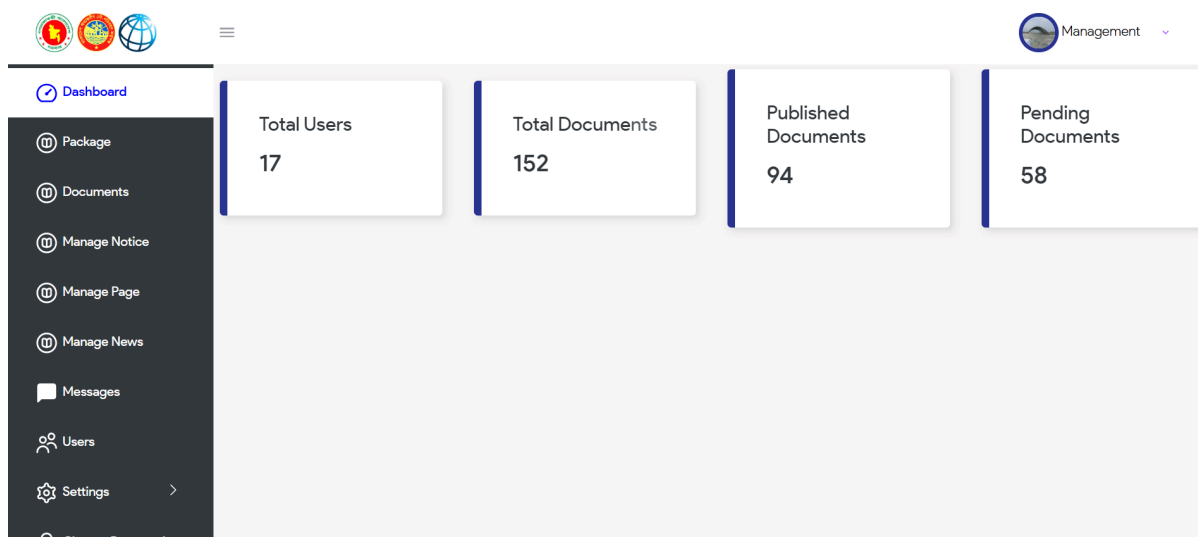
2.3. Dashboard

Bangladesh Regional Waterway Transport Project-1 Portal dashboard provides a comprehensive view of the current Data.

Key Metrics Overview

The dashboard displays essential statistics related to trainees and institutes at the top. These metrics provide at-a-glance information to the user:

- **Total Users:** Displays the total number of Users enrolled in Protal. In this case, it shows **17** users.
- **Total Published Documents :** Shows the total number of published documents in the system, which is **94**.
- **Total Pending Documents:** Shows the total number of pending documents in the system, which is **58**.
- **Total Documents:** Shows the total number of documents in the system, which is **152**.



Navigation

The navigation menu on the left allows easy access to different sections of the Portal:

- **Dashboard:** Returns to the main dashboard page.
- **Package :** Manage the package like add, edit, and delete.
- **Documents:** Manage the Documents like reports, resources, Data, etc.
- **Manage Notice:** Manage the Notice like add, edit, and delete.
- **Manage Page:** Manage the page, like add, edit, and delete
- **Manage News:** Manage the news, like add, edit, and delete
- **Users:** Manage user accounts and roles within the system.
- **Messages:** List of messages sent by people.
- **Settings:** Adjust system settings and preferences.
- **Change Password:** Update your password for security purposes.

2.4 Package

The **Package** section allows the admin to manage all packages available in the system. From this section, the admin can:



- **Add Package:** Create a new package by entering details such as package name, description, duration, and price (if applicable).
- **Edit Package:** Update the information of an existing package to keep it accurate and up to date.
- **Delete Package:** Remove a package that is no longer required.

This feature ensures that the list of available packages remains current and relevant for users.

The screenshot shows a web application interface for managing packages. On the left is a dark sidebar with navigation links: Dashboard (checked), Package (selected), Documents, Manage Notice, Manage Page, Manage News, Messages, Users, Settings, and Change Password. The main content area is titled 'Package List'. At the top right of this area is a user profile icon labeled 'Management' and a blue 'Add New' button. Below the title, there is a search bar and a dropdown for '10 entries per page'. A table with columns 'Package No.', 'Estd. Cost', 'Payment', 'Signing of Contract', 'Completion of contract', and 'Action' is shown, but it contains no data, displaying 'No data available in table'. At the bottom of the table area, it says 'Showing 0 to 0 of 0 entries' and includes pagination controls.

A **Search** bar is provided on the top-right corner of the Package List. This feature allows users to quickly search for a specific package by entering keywords such as the cost, Payment, or status.

The screenshot shows the 'Package Create' form. The sidebar is identical to the previous screenshot. The main content area is titled 'Package Create' with a red asterisk and the instruction '* Please fill up required fields with proper information'. The form contains several input fields, each with a red asterisk indicating it is required: 'Package No.', 'Package Category' (a dropdown menu with 'Select Category' as the placeholder), 'Description of Package', 'Unit', 'Quantity', and 'Procurement Method & Type'.



2.5 Documents

The **Documents** section allows the admin to manage different types of files and materials within the system, such as reports, resources, and data. From this section, the admin can:

- **Add Document:** Upload new files with relevant titles, categories, or descriptions to make them accessible for users.
- **Edit Document:** Update document information (such as title, category, or file) to keep content accurate and up to date.
- **Delete Document:** Remove documents that are no longer needed.

This feature ensures that important resources and data are always available and organized for users.



Dashboard

Package

Documents

Manage Notice

Manage Page

Manage News

Messages

Users

Settings

Change Password

Document List

10 entries per page

Search:

Documents Name	Master Category	Category	Keywords	Remarks	Status	Action
Route-5	Data	PHASE-II			Published	Download View Delete
Monthly Progress Report July 2023_S1A	Reports	BRWTP-G1A			Submitted	Download View Delete
RAW_DATA_BIWTA_SURVEY.zip	Data	PHASE-I			Published	Download View Delete
Lot-2 Monitoring Ahydtch	Data	BRWTP-S1A			Submitted	Download View Delete
2025-06 MPR_S1A	Reports	Monthly Progress Reports	2025-06 MPR_S1A		Submitted	Download View Delete
2025-05 MPR_S1A	Reports	Monthly Progress Reports			Published	Download View Delete

Document Upload

Please fill up required fields with proper information

Master Category: *
Select Type

File Name: *

File Category: *
select Category

File Keywords:

Source:

Owner:

Management

2.6 Manage Notice





The **Notice** section allows the admin to create and manage important announcements or updates for users. From this section, the admin can:

- **Add Notice:** Create a new notice by providing a title, description, and any relevant attachments.
- **Edit Notice:** Update the content of an existing notice to ensure the information remains accurate.
- **Delete Notice:** Remove a notice that is outdated or no longer relevant.

All published notices are displayed dynamically on the landing page so that users can easily view the latest updates.

Page | 11



Title	Status	Action
New-1	Active	 
Invitation for Tender 05-Feb-2024	Active	 

New Notice: Creating the notice will show in the landing page, and the visitor can view the notice.

Create Notice

Title *

Notice Details

File Edit View Insert Format Tools Table Upgrade

B I U A v v link unlink list list decrease indent increase indent source

2.7 Manage Page

The **Page Management** section allows the admin to control the static or dynamic pages of the system. From this section, the admin can:



- **Add Page:** Create a new page by entering a title, content, and other details such as images or links.
- **Edit Page:** Update the content or details of an existing page to keep the information accurate and relevant.
- **Delete Page:** Remove a page that is no longer needed.

This feature ensures that all pages on the website remain up-to-date and provide users with the correct information.

The screenshot shows the 'Page List' management interface. On the left is a dark sidebar with navigation links: Dashboard, Package, Documents, Manage Notice, **Manage Page** (highlighted with a red box), Manage News, Messages, Users, Settings, and Change Password. The main content area is titled 'Page List' and includes a search bar, a dropdown for '10 entries per page', and a table of existing pages. A red box highlights the 'Add New' button in the top right corner of the table area.

Page Title	Parent Page	Status	Action
BRWTP-G4	Goods	Active	
BRWTP-G3C	Goods	Active	
BRWTP-G3B	Goods	Active	
BRWTP-G3A	Goods	Active	
BRWTP-G2AA	Goods	Active	
BRWTP-G1A	Goods	Active	

The screenshot shows the 'Create Page' form interface. The left sidebar is identical to the previous screenshot, with 'Manage Page' highlighted. The main content area is titled 'Create Page' and contains the following fields:

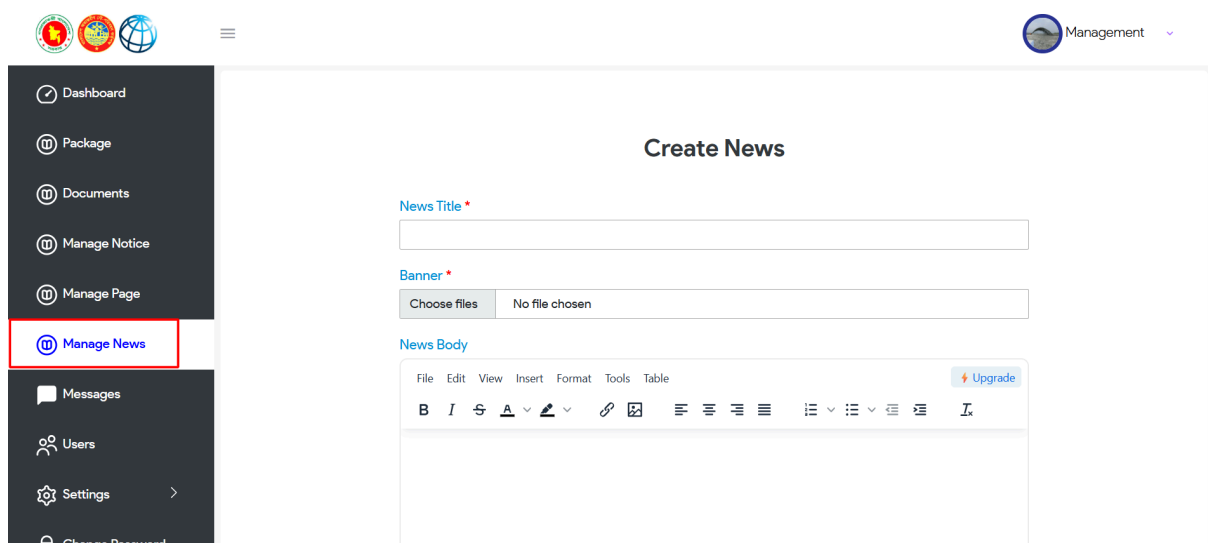
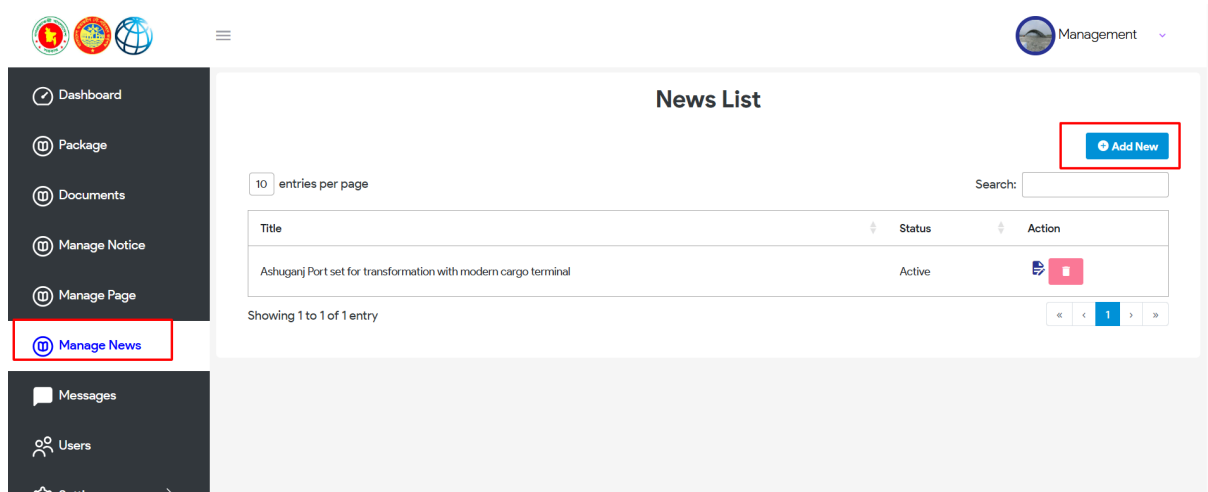
- Parent Page:** A dropdown menu with 'select Parent' as the current selection.
- Page Title:** A text input field with a red asterisk indicating it is required.
- Banner:** A section with a 'Choose files' button and the text 'No file chosen'.
- Page Body:** A rich text editor with a menu bar (File, Edit, View, Insert, Format, Tools, Table) and various formatting options (Bold, Italic, Underline, Text color, Background color, Link, Unlink, Bulleted list, Numbered list, Indent, Outdent, Decrease indent, Increase indent, Source code). An 'Upgrade' button is visible in the top right corner of the editor.

2.8 Manage News

The **News Management** section allows the admin to handle all news updates published on the website or system. From this section, the admin can:

- **Add News:** Create a new news item by providing a title, description, and optional images or attachments.
- **Edit News:** Update the content, title, or details of an existing news item to keep it accurate and up to date.
- **Delete News:** Remove news items that are outdated or no longer relevant.

All published news is displayed dynamically on the site, ensuring that users always see the latest information.

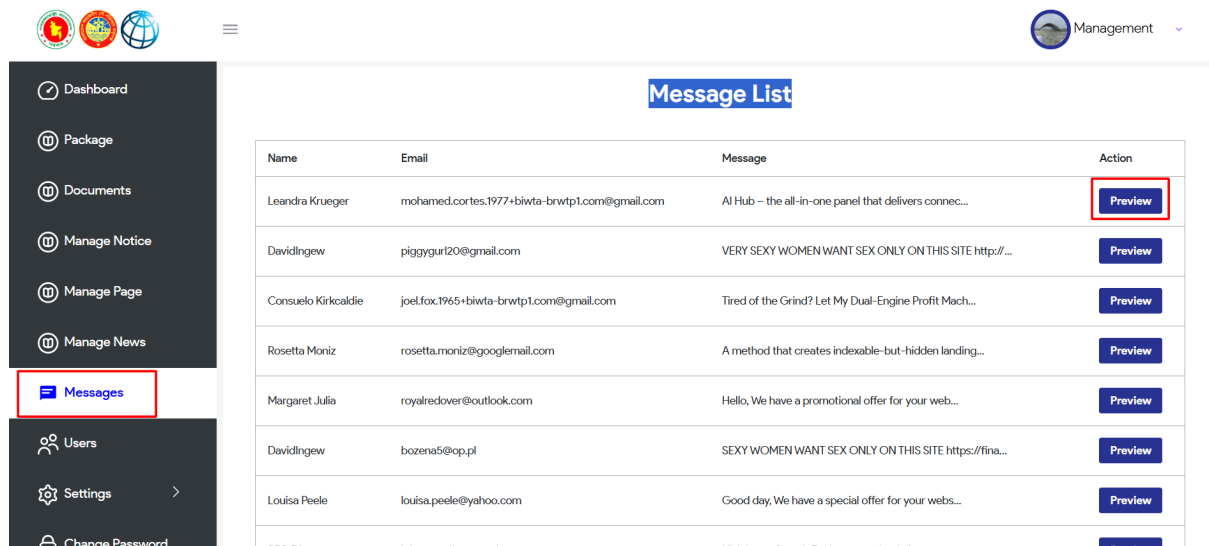


2.9 Message:

The **Message List** section allows the admin to view and manage all messages submitted through the system (for example, from the **Contact Us** page). From this section, the admin can:

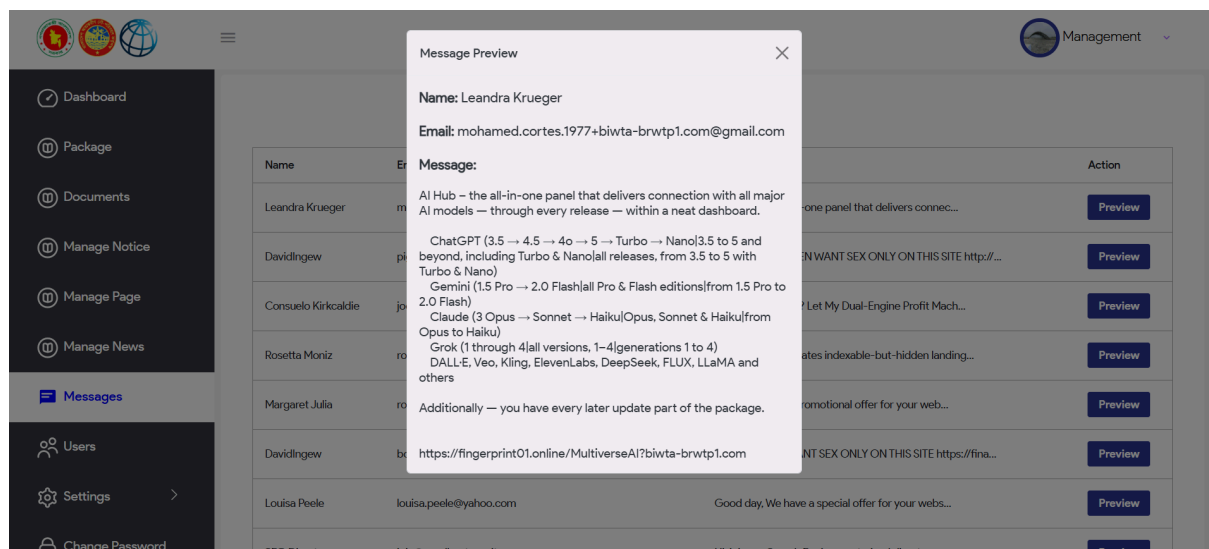
- **View Messages:** See a list of all messages sent by users, including details such as sender name, email, subject, and message content.
- **Search & Filter:** Find specific messages quickly using search or filter options (if available).
- **Delete Messages:** Remove messages that are no longer needed.

This feature ensures that all user communications are organized in one place, making it easier for the admin to respond and keep track of queries.



The screenshot shows the 'Message List' section of the admin dashboard. On the left is a sidebar with navigation options: Dashboard, Package, Documents, Manage Notice, Manage Page, Manage News, Messages (highlighted), Users, Settings, and Change Password. The main area displays a table of messages with columns: Name, Email, Message, and Action. The 'Action' column contains a 'Preview' button for each message. The first message is from Leandra Krueger with the subject 'AI Hub - the all-in-one panel that delivers connec...'. The 'Preview' button for this message is highlighted with a red box.

Name	Email	Message	Action
Leandra Krueger	mohamed.cortes.1977+biwta-brwtp1.com@gmail.com	AI Hub - the all-in-one panel that delivers connec...	Preview
DavidIngew	pigggygur120@gmail.com	VERY SEXY WOMEN WANT SEX ONLY ON THIS SITE http://...	Preview
Consuelo Kirkcaldie	joel.fox.1965+biwta-brwtp1.com@gmail.com	Tired of the Grind? Let My Dual-Engine Profit Mach...	Preview
Rosetta Moniz	rosetta.moniz@googlemail.com	A method that creates indexable-but-hidden landing...	Preview
Margaret Julia	royalredover@outlook.com	Hello, We have a promotional offer for your web...	Preview
DavidIngew	bozena5@op.pl	SEXY WOMEN WANT SEX ONLY ON THIS SITE https://fina...	Preview
Louisa Peele	louisa.peele@yahoo.com	Good day, We have a special offer for your webs...	Preview



The screenshot shows the 'Message Preview' modal window. It displays the details of the selected message from Leandra Krueger. The modal includes fields for Name, Email, and Message. The message content is: 'AI Hub - the all-in-one panel that delivers connection with all major AI models - through every release - within a neat dashboard. ChatGPT (3.5 -> 4.5 -> 4o -> 5 -> Turbo -> Nano3.5 to 5 and beyond, including Turbo & Nanoall releases, from 3.5 to 5 with Turbo & Nano) Gemini (1.5 Pro -> 2.0 Flash)all Pro & Flash editions(from 1.5 Pro to 2.0 Flash) Claude (3 Opus -> Sonnet -> Haiku)Opus, Sonnet & Haiku(from Opus to Haiku) Grok (1 through 4)all versions, 1-4)generations 1 to 4) DALL-E, Veo, Kling, ElevenLabs, DeepSeek, FLUX, LLaMA and others Additionally - you have every later update part of the package. https://fingerprint01.online/MultiverseAI?biwta-brwtp1.com'. The modal also shows the 'Preview' button from the message list.

Name	Email	Message	Action
Leandra Krueger	mohamed.cortes.1977+biwta-brwtp1.com@gmail.com	AI Hub - the all-in-one panel that delivers connection with all major AI models - through every release - within a neat dashboard. ChatGPT (3.5 -> 4.5 -> 4o -> 5 -> Turbo -> Nano3.5 to 5 and beyond, including Turbo & Nanoall releases, from 3.5 to 5 with Turbo & Nano) Gemini (1.5 Pro -> 2.0 Flash)all Pro & Flash editions(from 1.5 Pro to 2.0 Flash) Claude (3 Opus -> Sonnet -> Haiku)Opus, Sonnet & Haiku(from Opus to Haiku) Grok (1 through 4)all versions, 1-4)generations 1 to 4) DALL-E, Veo, Kling, ElevenLabs, DeepSeek, FLUX, LLaMA and others Additionally - you have every later update part of the package. https://fingerprint01.online/MultiverseAI?biwta-brwtp1.com	Preview

2.10 Users

The Users module is designed to manage user accounts within the Smart Leadership Academy platform. It allows administrators to view, add, edit, and manage user information efficiently.

Key Features

1. User List Display:

- o Shows a table with user details including:
 - Name
 - Email Address
 - Mobile Number
 - NID Number
 - Role (e.g., Company Admin, Venue User)
 - Status (e.g., Active)
 - Action options for each user

2. Pagination:

- o Users can navigate through multiple pages of user entries, with options to display a specific number of entries per page (e.g., 10 entries).

3. Search Functionality:

- o A search bar allows administrators to quickly find users by entering relevant keywords.

4. Add New User:

- o A button to add a new user, leading to a form for entering user details.

Actions Available

For each user listed, the following actions can be performed:

- **Edit:**
 - o Allows administrators to modify user details such as name, email, mobile number, and role.
- **View:**
 - o Provides a detailed view of the user's profile and information.



Dashboard

Package

Documents

Manage Notice

Manage Page

Manage News

Messages

Users

Settings

Change Password

Management

10

entries per page

Search:

Name	Email Address	Mobile Number	NID Number	Role	Status	Action
istiaq ahmed	thisisistiaq0@gmail.com	01680173466	1234678908	Desk User	Active	
rony	w@q.com	01923453241		Public User	Active	
Management	management2@gmail.com	01827300002	726354328862	Superadmin	Active	
Mahadi	b@w.com	01923453241		Public User	Active	
Biwta	biwta@gmail.com	01923245345	19912924708000134	Public User	Active	
2341 14	zdcsc@mail.com	01675706439		Public User	Active	
rakibul	dxo@gmail.com	01675706422	19942693601000433	Desk User	Active	

Add New User

Documents

Manage Notice

Manage Page

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Users

Settings

Change Password

Management

Create New User

Name *

Enter your name

Email Address *

Enter your email address

Mobile Number *

0100000000

NID Number *

10/13/17 digit NID number

Role *

Select Role

Status *

Select Status

2.11 Settings

Slider

The **Slider Settings** section allows the admin to manage the image sliders that appear on the landing page or homepage. From this section, the admin can:

- **Add Slider:** Upload a new slider image with a title, caption, and link (if needed).
- **Edit Slider:** Update the image, title, caption, or link of an existing slider to keep the content fresh and relevant.
- **Delete Slider:** Remove a slider that is no longer required.



This feature ensures that the homepage banners or sliders remain visually appealing and display the latest information, promotions, or highlights for users.

Thumbnail	Status	Action
	Active	
	Active	
	Active	
	Active	
	Active	
	Active	
	Active	
	Active	
	Active	
	Active	

Gallery

The **Gallery** section allows the admin to organize and display images or media files on the website. From this section, the admin can:

- **Add Gallery Item:** Upload new images or media files with titles or descriptions.
- **Edit Gallery Item:** Update details such as image, caption, or description to keep the gallery content relevant.
- **Delete Gallery Item:** Remove images or media that are outdated or no longer needed.

Year	Details	Date	Action
2025	World Bank Site Visit	2025-09-15	



The screenshot shows a web application interface for creating an image. On the left is a dark sidebar with navigation links: Package, Documents, Manage Notice, Manage Page, Manage News, Messages, Users, Settings, Slider, Gallery, and Videos. The 'Gallery' link is highlighted with a red box. The main content area is titled 'Create Image'. It contains a 'Details' text input field, a 'Date' field with a date picker (format mm/dd/yyyy), an 'Image' section with a 'Choose files' button and 'No file chosen' text, and a 'Status' dropdown menu. A blue 'Create' button is highlighted with a red box, next to a grey 'Back' button.

2.12 Change Password

Changing your password is an important step in maintaining the security of your account. Here's a step-by-step guide on how to change your password using the interface shown:

1. Access the Change Password Section:

- o Navigate to the settings or account management section of your dashboard. Look for an option labeled "Change Password."

2. Enter Current Password:

- o In the designated field, input your current password. This step is crucial for verifying your identity and ensuring that only you can change the password.

3. Create a New Password:

- o In the next field, enter your new password. Make sure it meets any specified criteria (such as length, complexity, etc.) to enhance security.




4. Update the Password:


- o Click the "Update" button to save your changes. You should receive a confirmation message indicating that your password has been successfully changed.


5. Log Out and Test:


- o For added security, log out of your account and then log back in using your new password to ensure it works correctly.











 Package


 Documents


 Manage Notice


 Manage Page



 Manage News

 Messages

 Users

 Settings >

 **Change Password**

 Management 

Change Password

Current Password *



New Password *



Update