JYOTI ASSOCIATES

HOUSING SOCIETY MANAGEMENT & BILLING SERVICES

7/361 Kohinoor Compound, M.J. Phule Rd, Naigaon, Dadar (E), Mumbai 400014
Helpline: 8425854278 / 9372894996 / 9137189804
Email: jyoteeassociates@gmail.com | **Web:** jyotiassociates.online

Official Software Handover Manual & Credential Directory

Comprehensive Client User Guide, Login Roster & Operational Standard Operating Procedures

ASSIGNED SOCIETY NAME
Parshwanath Gardens "A" Co-Op. Housing Society Ltd.

REGISTRATION / SOCIETY CODE
BOM/GEN/1289/1984 (Code: PARSH-A)

REGISTERED PROPERTY ADDRESS
Plot No. 461-D, Bhau Daji Road, Near Maheshwari Udyan, Matunga (E), Mumbai - 400019

ACCOUNTING & LEDGER PERIOD
FY 2026–2027 (01-Apr-2026 to 13-Nov-2026 Reconciled)

1. Official Web & Mobile Portals

Portal Name	Web Address (URL)	Target Stakeholder
Primary Live Portal	**https://jyotiassociates.online**	Universal Corporate & Society Access
Alternative / Mirror Portal	https://jyotiassociates.trekfit.online	High-availability cloud fallback
Resident Mobile & Web App	/resident/index.php	All 41 Flat Owners & Tenants
Security Guard Gate Desk	/guard/index.php	Main Gate Security Staff & Guards
Self-Service Account Recovery	/auth/forgot_password.php	Forgot User ID / Reset Password via OTP

2. Administrative & Committee Login Credentials

Designation / Role	Assigned Name / Contact	User ID / Username	Security Password	Access Level
Master Super Admin	Jyoti Associates Central HQ	`admin`	`Jyoti@Admin2026#`	Full Multi-Society
Society Admin	Parshwanath Society Desk	`parshwanath_admin`	`Parsh@Admin2026#`	Society Full Control
Hon. Secretary	Ashok S. Vernekar (Flat 101)	`secretary_parsh`	`Sec@Parsh2026#`	Committee Oversight
Hon. Treasurer	Neeta R. Lalan (Flat 102)	`treasurer_parsh`	`Trs@Parsh2026#`	Accounts & Bills Review
CA Auditor / Accounts	Chartered Accountant Desk	`accounts_parsh`	`Acc@Parsh2026#`	Financials & DCB
Security Guard Desk	Main Security Gate (Touchscreen)	`guard_parsh` (PIN: **2401**)	`Guard@Gate2026#`	Gate Check-in

Designation / Role	Assigned Name / Contact	User ID / Username	Security Password	Access Level
Maintenance Staff Desk	Electrician & Housekeeping	`staff_parsh` (PIN: **2401**)	`Staff@Jyoti2026#`	Complaint Tickets

Important Security Notice: All administrative accounts are protected with salted bcrypt cryptography and session timeouts. Committee members are advised to keep these credentials strictly confidential.

3. Master Resident Login Credentials (All 41 Flats)

Each resident can sign in using their **Flat Number** as User ID and standardized password pattern `Parsh@[Flat]#`. Universal emergency resident fallback password is `Parsh@Resident2026#`.

Flat	Resident / Member Name	User ID	Assigned Password	Ledger Balance
101	Ashok S. Vernekar	`101`	`Parsh@101#`	Advance: ₹77,156.00
102	Neeta R. Lalan	`102`	`Parsh@102#`	Advance: ₹44,656.00
103	Mrs. Meena P. Gangar & Praful G. Gangar	`103`	`Parsh@103#`	Due: ₹12,398.00
104	Mr. Praful G. Gangar	`104`	`Parsh@104#`	Due: ₹215,664.50
105	Mrs. Radharani K. Behal & Kiran K. Behal	`105`	`Parsh@105#`	Due: ₹7,500.00
106	VINOD VELJI SHETHIA	`106`	`Parsh@106#`	Due: ₹9,330.00
201	Mr. Jaysukhlal M. Sheth	`201`	`Parsh@201#`	Advance: ₹51,302.00
202	Mrs. Mayuxa Jaysukhlal Sheth	`202`	`Parsh@202#`	Advance: ₹51,302.00
203	Mrs. Surekha R. Bhandari	`203`	`Parsh@203#`	Due: ₹43,792.00
204	Mrs. Dayaben J. Madia	`204`	`Parsh@204#`	Due: ₹17,552.00
205	Mr. Haridas M. Nayak	`205`	`Parsh@205#`	Advance: ₹0.00
206	Mr. Haridas M. Nayak	`206`	`Parsh@206#`	Due: ₹14,999.00
301	Mr. Viral N. Gala	`301`	`Parsh@301#`	Advance: ₹1.00
302	Mr. Vikrant V. Desai	`302`	`Parsh@302#`	Due: ₹8,130.00
303	Mr. Vinod K. Vora	`303`	`Parsh@303#`	Due: ₹7,500.00
304	Mr. Dhiren L. Maru	`304`	`Parsh@304#`	Due: ₹148,041.50
305	Mr. Dhiren L. Maru	`305`	`Parsh@305#`	Due: ₹30,807.00
306	Mr. Dhiren L. Maru	`306`	`Parsh@306#`	Due: ₹30,807.00
401	Mr. Anant T. Jagtap	`401`	`Parsh@401#`	Due: ₹30,398.00
402	PADMAVATHI & DEEPU E.V	`402`	`Parsh@402#`	Due: ₹7,500.00
403	Mr. Dahyabhai S. Darji	`403`	`Parsh@403#`	Due: ₹510,909.50
404	Mrs. Supriya Subhash Joijode	`404`	`Parsh@404#`	Due: ₹7,500.00
405	Mr. Prabhulal k. Morabia	`405`	`Parsh@405#`	Due: ₹295,802.50
406	Mr. John Bosco Rayen	`406`	`Parsh@406#`	Advance: ₹14,062.00
501	Mrs. Anitha shreenath	`501`	`Parsh@501#`	Due: ₹9,913.00
502	Mrs. Anitha shreenath	`502`	`Parsh@502#`	Due: ₹31,222.00
503	Mr. Nambi Rajan	`503`	`Parsh@503#`	Due: ₹15,788.00

Flat	Resident / Member Name	User ID	Assigned Password	Ledger Balance
504	Mrs. Bhartiben K. Gala	`504`	`Parsh@504#`	Due: ₹9,913.00
505	Mrs. Bhartiben K. Gala	`505`	`Parsh@505#`	Due: ₹31,222.00
506	Mr. Yogesh Jayantilal Seth	`506`	`Parsh@506#`	Advance: ₹1,732.00
601	Mr. Subramani Ganapathi	`601`	`Parsh@601#`	Advance: ₹0.03
602	Mrs. Revathi Subramani Yadav	`602`	`Parsh@602#`	Advance: ₹9,435.00
603	Mr. Subramani Ganapathi	`603`	`Parsh@603#`	Advance: ₹1.00
604	MR VENKAT KUMAR	`604`	`Parsh@604#`	Advance: ₹0.00
605	.Mrs Bhagwathi Nambirajan Yadav	`605`	`Parsh@605#`	Advance: ₹0.00
606	.Mrs. Bhagwathi Nambirajan Yadav	`606`	`Parsh@606#`	Advance: ₹0.00
701	NAMBI RAJAN YADAV	`701`	`Parsh@701#`	Due: ₹25,504.60
702	Mrs. N. Jayalaxmi	`702`	`Parsh@702#`	Due: ₹23,411.60
703	NAMBI RAJAN YADAV	`703`	`Parsh@703#`	Due: ₹23,657.60
704	NAMBI RAJAN YADAV	`704`	`Parsh@704#`	Due: ₹23,657.60
705	Mr. N.Ganeshkumar	`705`	`Parsh@705#`	Due: ₹23,657.60

Support Desk: 8425854278 | Email: jyoteeassociates@gmail.com

4. Step-by-Step "How It Works" Guide

1 How Committee / Admin Logs In & Operates the Society

Visit **https://jyotiassociates.online** and select **"Office / CA"** tab or click **Society Admin**. Choose Society **"Parshwanath Gardens 'A'"**, enter username `parshwanath_admin` and password `Parsh@Admin2026#`. The dashboard presents total collections, pending dues, cash/bank ledger balances, and resident count.

2 Monthly Maintenance Billing Generation & Invoice Archiving

Navigate to **Monthly Billing Engine** (/admin/billing.php). Select target month and year, preview unit-wise itemized charges (Maintenance, Sinking Fund, Repair Fund, Water, Parking), and click **Generate Monthly Bills**. Invoices are immediately archived with printable 2-per-page thermal/A4 vouchers and auto-posted to each member's ledger.

3 Payment Recording, Receipts & Dynamic UPI QR Codes

When a member pays via Cheque, NEFT/RTGS, UPI, or Cash, go to **Payments & Receipts** (/admin/receipts.php) and click **Record New Payment**. Enter unit, amount, and transaction reference. A 3-copy official society receipt is generated instantly, reducing the member's outstanding balance.

4 Accounting Ledgers, Bank Book, Day Book & Balance Sheet

Access **Ledger Accounts** (/admin/ledgers.php), **Bank Book** (/admin/bank_book.php), and **Financial Reports** (/admin/reports.php). All 146 original Tally ledgers imported from the client's Excel workbook remain fully reconciled with debit/credit balance verification.

5 Security Guard Gate Desk & Touchscreen Visitor Logging

Open **Guard Desk** (/guard/index.php) on a mobile, tablet, or gate terminal. Security guards log visitors, delivery couriers (Swiggy, Zomato, Amazon, Blinkit), and cabs with flat number and vehicle number. An instant visitor alert appears on the resident's screen for 1-click Approval or Denial.

6 Resident Mobile Web Portal & Android Application (.apk)

Residents open **https://jyotiassociates.online** on their mobile browser or download the verified Android App (/download.php). Sign in with Flat Number (e.g. `101`) and password (e.g. `Parsh@101#`) to view maintenance bills, pay via Google Pay / PhonePe / Paytm UPI QR, check payment history, and raise maintenance complaints.

7 Real-Time In-App & Email Activity Notification System

Whenever a bill is generated, payment is recorded, gate entry is logged, or an official circular is issued, the system sends an instant in-app activity bell alert and dispatches a responsive HTML email to the member's registered email address.

8 Self-Service "Forgot User ID" & "Forgot Password" via Email OTP

If a resident or committee member forgets their login, click **"Forgot Password?"** on any login screen. Enter registered email address to receive an instant 6-digit OTP code to safely verify identity and set a new password, completely eliminating lockouts.

JYOTI ASSOCIATES
Housing Society Management Services

PARSHWANATH GARDENS "A" CHS LTD.
Managing Committee Acknowledgment

Authorized System Administrator

Hon. Secretary / Hon. Treasurer