



भारत सरकार/GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS
समुद्री प्रशासन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF MARITIME ADMINISTRATION, MUMBAI

F.No. 20-19016/4/2026-TRG-DGS-Part (1)(C.No.40857)

Date: 01.07.2026

DGMA Circular No. 34 of 2026

Subject: Implementation of "Sagar Mein Yog" (SMY) Wellness Modules through Learning Management System (LMS) – reg.

The Directorate General of Maritime Administration (DGMA), Ministry of Ports, Shipping and Waterways, Government of India, has launched the flagship initiative titled "Sagar Mein Yog" (SMY) with the objective of strengthening the overall wellness, resilience, mental well-being, and quality of life of Indian seafarers through a structured and holistic wellness framework. The initiative is aligned with the principles of seafarer welfare under the STCW Convention, STCW Rules 2014, Maritime Labour Convention (MLC) 2006, and the broader objectives envisaged under Maritime India Vision (MIV) 2030 and Amrit Kal Vision 2047 towards promoting safe, sustainable, resilient, and human-centric maritime development. The initiative further seeks to institutionalize wellness, behavioral preparedness, and preventive well-being practices as integral components of the Indian maritime ecosystem.

2. Seafaring, by its very nature, involves unique occupational, physical, emotional, social, climatic and psychological challenges arising from prolonged periods at sea, isolation from families, demanding work environments, multicultural shipboard operations, fatigue, stress and continuously evolving operational responsibilities. In this context, and in furtherance of DGS Circular No. 27 of 2026 dated 20.05.2026, which formally introduces the standardized "Sagar Mein Yog" syllabus across approved Pre-Sea Maritime Training Institutes, the Directorate has conceptualized "Sagar Mein Yog" as a structured wellness framework to promote physical fitness, mental clarity, emotional resilience, mindfulness and holistic well-being among Indian seafarers. The initiative also carries forward India's global leadership in promoting yoga, particularly through the International Day of Yoga, by adapting traditional yogic practices to the modern maritime training ecosystem.

3. The “Sagar Mein Yog” framework has been developed to enable the standardized digital dissemination of wellness-oriented learning 10 modules across the Indian maritime ecosystem, with the objective of strengthening the overall well-being and professional preparedness of Indian seafarers refer **Annexure I**;

The framework has been designed to facilitate self-paced learning, digital accessibility, participation tracking, assessment-based learning, and automated certification mechanisms through a structured digital learning environment;

Now, therefore, the “Sagar Mein Yog” framework shall serve as a centralized wellness and behavioural learning mechanism aimed at promoting long-term wellness awareness, emotional resilience, behavioural preparedness, professional adaptability, safety culture, responsible maritime conduct, and the holistic development of Indian seafarers across various stages of their maritime careers.

4. The “Sagar Mein Yog” initiative, which is a structured framework based on ten thematic modules has been developed to promote the holistic well-being and transformational life support of seafarers;

Further, to ensure standardized, accessible, and technology-enabled delivery of wellness education and behavioural preparedness, a dedicated digital Learning Management System (LMS-SMY) has been developed and operationalized as a centralized wellness learning platform;

Now, therefore, the LMS-SMY platform shall function as an integrated digital learning framework for delivering structured wellness and life-support modules to trainee and serving seafarers on a self-paced basis across the pre-sea, at-sea, and post-sea stages of maritime careers.

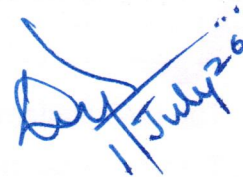
5. The platform shall facilitate digital participation tracking, assessment monitoring, automated certification, and integration with the DG Shipping digital ecosystem, while promoting preventive wellness practices, emotional resilience, behavioural preparedness, occupational well-being, professional adaptability, interpersonal harmony, safety culture, and the holistic development of Indian seafarers, subject to guidelines issued by the Directorate General of Maritime Administration (DGMA) from time to time.

6. The LMS-SMY consists of the following ten wellness dimensions of total duration 19 hrs. and 14 mins distributed as below:

#.	Wellness Module	Focus Area	Duration
1	Emotional Wellness	Mental health, stress management, emotional resilience	1hr 36 min
2	Economic Wellness	Financial literacy, financial planning, financial stability	1hr 11min
3	Physical Wellness	Nutrition, exercise, sleep, healthy lifestyle practices	2hrs 24min
4	Occupational Wellness	Shipboard adaptation, work-life balance, career growth, professional satisfaction	2hrs 07min
5	Social Wellness	Communication, interpersonal relationships, teamwork, social harmony	2hrs 56min
6	Environmental Wellness	Environmental stewardship, sustainability awareness, responsible maritime practices	1hr 38min
7	Climatic Wellness	Climate awareness, climatic adaptation, climate-related well-being	1hr 41min
8	Intellectual Wellness	Critical thinking, continuous learning, cognitive development	2hrs 40min
9	Cultural Wellness	Cultural sensitivity, diversity awareness, inclusive shipboard environment	1hr 56min
10	Spiritual Wellness	Mindfulness, self-awareness, purpose, inner peace, ethical values	1hr 05min
		Total Duration	19hrs. 14min

7. The LMS platform shall become operational with effect from 01.07.2026. All Maritime Training Institutes (MTIs) are advised to undertake necessary institutional coordination, digital readiness measures, trainee awareness activities, and onboarding facilitation for effective implementation of the programme. Trainee seafarers enrolled in DG Shipping approved training programmes and Indian seafarers possessing valid INDoS numbers are encouraged to complete the prescribed wellness modules through the LMS platform within the implementation period prescribed by the Directorate from time to time.
8. The LMS-SMY applicable to the followings -
- This SMY-LMS Module will be applicable to all candidates pursuing pre-sea courses in DGS approved MTIs. MTIs must ensure that all candidates must complete these modules before passing out of the Institute.
 - All Indian seafarers holding valid Indian CDC have to complete this SMY-LMS course.

- c. All the MTIs, Shipping companies, Recruitment and Placement Service License (RPSL) agencies and Unions seafarers are advised to disseminate the information among seafarers.
 - d. It is mandatory for all the Indian seafarers to complete this course within a period of 1 years from the issuance of this DGS Training Circular No. 34 of 2026.
 - e. There will be no fee for the course
9. Upon successful completion of the prescribed wellness modules and assessments, the LMS platform shall automatically generate a digital completion certificate. All users are advised to securely download and retain the certificate for future reference, verification, and institutional requirements. The LMS platform is integrated with the DG Shipping digital ecosystem, including the eNavik Seafarer Profile System linked with the respective INDoS number, and the completion status of the modules shall accordingly be reflected in the concerned seafarer's profile for participation tracking, digital record maintenance, and administrative reference purposes.
10. All the users of the LMS platform shall follow the operational instructions and guidance provided in the User Manual attached as **Annexure-II**.
11. This issue with the approval of Director General of Shipping.



(Deependra Singh Bisen)
Dy. Director General of Shipping (Trg.)

Enclosures:

- 1. Annexure I – Overview of 10 Wellness Modules under Sagar Mein Yog
- 2. Annexure II – User Manual

Annexure I – Overview of 10 Wellness Modules under Sagar Mein Yog

DIRECTORATE GENERAL OF SHIPPING

Ministry of Ports, Shipping and Waterways | Government of India

ANNEXURE

Overview of 10 Wellness Modules under SAGAR MEIN YOG (SMY)

A Holistic Wellbeing Initiative for Indian Seafarers | Five-Year Action Plan 2025–2030

Sagar Mein Yog (SMY) is a comprehensive wellness movement developed by the Directorate General of Shipping in partnership with the National Union of Seafarers of India (NUSI), with Trijog – Know Your Mind as the knowledge partner. The initiative is structured around **10 Core Pillars of Holistic Wellness**, each designed to address the multidimensional needs of maritime professionals across Pre-Sea and Post-Sea phases of their career.

01

EMOTIONAL WELLNESS

Managing stress, emotional intelligence, and mental resilience before and after each voyage

S.No.	Sub-Module	Key Topics Covered
1.1	Mental Health Awareness	- Understanding anxiety and panic - Managing depression and burnout - Differences in professional contexts - Strategies for mental health support
1.2	Understanding Stress and Resilience	- Storm signals for stress - Stress mapping techniques - Thought–Feeling–Behaviour framework - Resilience toolbox for seafarers
1.3	Navigating Anger: Managing Emotions at Sea & Beyond	- Understanding and recognizing anger - Anger triggers at sea - Anger management techniques - Personal anger management plan
1.4	Emotional Intelligence	- Understanding emotional intelligence - Empathy and active listening - Self-awareness — mapping my emotions - Personal EI action plan

02

ECONOMIC WELLNESS

Budgeting, savings, investment strategies, and financial planning for seafarers

S.No.	Sub-Module	Key Topics Covered
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2.1	Preparing to Board: Income and Expenses	• Concepts in accounts and finances • Income types and expenditure types • Managing expenses and savings • Important accounting statements
2.2	Saving and Investment: The Anchor Against Shifting Tides	• Investment principles and factors • Tips for Indian seafarers • Savings strategies at sea • Long-term financial security
2.3	Introduction to Financial Markets	• Types of financial markets • Understanding stocks • Choosing and deciding to buy/sell stocks • Tips for seafarers in financial markets
2.4	Inflation, Taxation and Latest Trends	• Understanding inflation • Taxation basics for seafarers • Future of finance — emerging trends • Financial planning in a changing economy

03

PHYSICAL WELLNESS

Maintaining physical fitness, balanced nutrition, and optimal health at sea

S.No.	Sub-Module	Key Topics Covered
3.1	Basics of Nutrition — Calories & Macronutrients	• Introduction to nutrition • Calories and energy balance • Macronutrients (proteins, fats, carbohydrates) • Practical dietary planning
3.2	Basics of Nutrition — Hydration & Micronutrients	• Micronutrients and their importance • Hydration strategies at sea • Nutritional supplements • Conclusion and application
3.3	Practical Guidelines to Stay Healthy at Sea	• Managing portion sizes • Interpreting food labels • Eating healthy aboard a vessel • Practical wellness habits
3.4	Alcohol: How Much is Too Much?	• Standard drinking guidelines • Best drinking practices • Risks of alcohol at sea • Responsible consumption
3.5	Western Exercises & Basics of Fitness	• Cardiovascular training aboard • Strength training essentials • Cool-down routines and their importance • Fitness habits for maritime professionals
3.6	Essentials of Sexual Health for Life at Sea	• Sexual risk behaviours and infections • Access to sexual health resources • Mental health intersections • Prevention and wellbeing strategies

04

OCCUPATIONAL WELLNESS

S.No.	Sub-Module	Key Topics Covered
4.1	Understanding the Seafaring Work Environment	- Recognizing unique challenges of shipboard life - Accepting realities of maritime work - Developing coping mechanisms - Building resilience and adaptability
4.2	Career Expectations, Adjustment & Growth	- Expectations vs. experience at sea - Adjustment strategies for new seafarers - Job satisfaction wheel - Career growth mapping and development
4.3	Giving & Receiving Feedback: A Maritime Communication Toolkit	- Understanding feedback barriers - Giving constructive feedback - Receiving feedback constructively - Anchor pledge for continuous improvement
4.4	Transitioning Back to Shore-Based Employment	- Exploring transition challenges - Adapting maritime skills to shore roles - Multicultural networking and interviews - Resilience roadmap for reintegration

05

SOCIAL WELLNESS

Building interpersonal skills, teamwork, and handling communication in a diverse maritime environment

S.No.	Sub-Module	Key Topics Covered
5.1	Trauma and Critical Incident Management	- Recognizing trauma signals - Coping strategies for critical incidents - Support systems mapping - Message in a bottle activity
5.2	Interpersonal Skills, Teamwork and Collaboration	- Understanding interpersonal skills and their importance - Importance of teamwork onboard - Using interpersonal skills for collaboration - Building effective crew relationships
5.3	Conflict Resolution and Communication (Onboard and Ashore)	- Understanding conflict onboard and types of conflict - Role of communication onboard - Conflict resolution strategies - Communication for onshore reintegration
5.4	Navigating the Waves of Loneliness: Tools for Seafarers	- Alone vs. lonely — understanding the difference - Triggers and statistics - Building resilience against loneliness - Fostering connection and seeking help
5.5	Navigating Digital Wellness at Sea	- Dangers of digital overuse onboard - Practising digital wellness at sea - Digital wellness ≠ digital rejection - Healthy boundaries with technology

06

ENVIRONMENTAL WELLNESS

S.No.	Sub-Module	Key Topics Covered
6.1	Introduction to Environmental Wellness for Seafarers	- Understanding environmental wellness - Environmental wellness in action - Stress and confined spaces at sea - Connection with nature on long voyages
6.2	Components of Environmental Wellness at Sea	- Physical environment onboard - Sustainability at sea - Connection with nature - Promoting environmental consciousness
6.3	Environmental Hazards and Mental Health	- Understanding environmental hazards at sea - Recognizing mental impact of surroundings - Strategies to manage environmental stressors - Conscious living at home and at sea
6.4	Practical Steps to Improve Environmental Wellness Onboard	- Ship-wide collective environmental responsibility - Energy use — mindful consumption - Waste disposal — manage it responsibly - Water conservation and green mindset

07

CLIMATIC WELLNESS

Preparing individuals to adapt to varying climatic conditions while maintaining wellbeing onboard

S.No.	Sub-Module	Key Topics Covered
7.1	Awareness of Climate Change	- Ocean is speaking — climate chain reactions - From outer ocean to inner health - Climate emotions and eco-anxiety - Sustainable actions for seafarers
7.2	Adapting to Different Climate Zones	- Climate and the human body - Hydration and nutrition across climates - Sleep quality in varying conditions - Building climate resilience
7.3	Influence of Different Weather Conditions on Seafarers	- Physical impact of weather conditions - Psychological impact of extreme weather - Mental wellness and weather-appropriate practices - Taking care of yourself in different weather
7.4	First Aid for Climate-Related Health Emergencies	- Different climate-related health risks - Emergency preparedness onboard - First aid for heat, cold, and storm-related conditions - Climate wellness commitment

08

INTELLECTUAL WELLNESS

Continuous learning, problem-solving, and critical thinking for career growth

S.No.	Sub-Module	Key Topics Covered
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8.1	Critical Thinking, Risk Management and Problem Solving	• What is critical thinking • Barriers to critical thinking • Risk identification and assessment • Importance of problem solving at sea
8.2	Information Processing and Communication	• Information processing and its importance • Techniques to improve information processing • Communication skills for maritime professionals • Overcoming cognitive barriers
8.3	Mindfulness and Cognitive Function	• Importance of mental health and cognitive sharpness • Understanding cognition • The connection between mindfulness and cognitive function • Practical mindfulness exercises
8.4	Career Development and Intellectual Growth	• Intellectual growth frameworks • Career development for seafarers • Skills for career advancement • Continuous learning strategies

09

CULTURAL WELLNESS

Promoting understanding, respect, and adaptability within diverse cultural environments at sea

S.No.	Sub-Module	Key Topics Covered
9.1	Anchored in Identity — Building Cultural Awareness at Sea	• Cultural awareness: identity and heritage • Identity mapping exercise • Cross-cultural scenarios at sea • Reflecting on personal cultural identity
9.2	Navigating Cultural Waters — Respect for Diversity & Intercultural Competence	• Understanding diversity onboard • Exploring cultural norms • My cultural compass plan • Building intercultural competence
9.3	Borderless World — Cultivating Tolerance and Acceptance at Sea	• Tolerance vs. acceptance at sea • Me and my borders — personal reflection • Group reflection and closing activities • Building inclusive crew environments
9.4	Navigating Context — Understanding Communication Styles through Edward Hall's Theory	• Understanding communication styles through context • High-context vs. low-context communication • Cultural self-assessment • Strategies to bridge context gaps

10

SPIRITUAL WELLNESS

Mindfulness, self-reflection, and maintaining inner peace and purpose across all voyages

S.No.	Sub-Module	Key Topics Covered
10.1	Calm Seas Within: Meditation for Seafarers	• Introduction to meditation practice • Guided meditation techniques • Grounding exercises for maritime environments • Building a daily meditation habit

10.2	Anchoring Your Spirit: Healing Through Chanting	• Healing power of chanting • Shanti Path — universal peace mantra • Ra Ma Da Sa — healing mantra practice • Cultivating compassion and interconnectedness
10.3	Hands That Heal: Mudras for Wellbeing	• Introduction to mudras in spiritual practice • Dhyana Mudra — gesture of meditation • Apana Mudra — detoxification and grounding • Energy channelling through hand gestures
10.4	Breath of the Ocean: Pranayama for Seafarers	• 3-Part breathing — abdominal, thoracic, clavicular • Bhramari Pranayama (Bumble Bee Breath) • Pranayama for stress and anxiety at sea • Building a breathwork practice onboard

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Each module is delivered across Pre-Sea and Post-Sea phases, integrating self-paced learning, live workshops, case studies, and reflective practices.

Annexure II – User Manual

Sagar Mein Yog (SMY) Learning Management System for Seafarers

User Manual



Sagar Mei Yog Learning Management system



Directorate General of Shipping

9th Floor Beta Building, i-Think Techno Campus,
Kanjurmarg East, Mumbai, Maharashtra 400042

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1. About the SMY LMS

Sagar Mein Yog (SMY) LMS is an online learning portal for seafarers. Through this portal, a seafarer can study wellness-related courses, watch videos, read study material, answer chapter quizzes, complete the course assessment and download a certificate after passing the assessment.

The learning path is simple

- Open website and login. <https://dgma.gov.in/>
- Complete profile details including INDoS.
- Open Courses.
- Study all material inside the course.
- Take quiz/assessment.
- Pass the assessment.
- Download certificate.

Main features available to a seafarer

- Account registration with INDoS and email.
- Login and password recovery.
- Profile update with rank/designation and photo.
- Course catalogue with available SMY courses.
- Video/document-based learning material.
- Chapter quiz after certain lessons.
- End-of-course assessment for certificate eligibility.
- Certificate download in PDF format.
- Progress dashboard to view attempts and marks.
- In-app notifications.
- Contact Support ticketing system.

2. Before You Start

No.	Action	Simple explanation / check point
1	Keep your INDoS number ready	Use the correct INDoS number. If it is wrong, course progress and certificate identity may be affected.
2	Use your own email address	Use an email account that you can open immediately because verification and password reset links will come there.
3	Use stable internet	Videos may not record completion if internet disconnects repeatedly.

No.	Action	Simple explanation / check point
4	Use a current browser	Chrome, Edge, Safari or Firefox is recommended.
5	Avoid shared computers	If using a shared computer, always logout after completing work.
6	Keep mobile number and rank ready	These details may be required while completing profile.

Recommended device and browser

- Laptop/Desktop is easiest for first-time registration and assessment.
- Mobile browser may work, but use landscape mode if the screen looks crowded.
- Do not open the same assessment in two tabs at the same time.

3. Quick Start: Full Journey in 10 Steps

No.	Action	Simple explanation / check point
1	Open SMY LMS link	Open https://sagarmeinyog.com/ or the LMS URL provided by DGS/organisation/MTI/company.
2	Click Sign Up	Use Sign Up only if you are a new user. Existing users should click Login.
3	Enter INDoS and email	Type your INDoS number and email carefully, then continue.
4	Create password	Create a strong password using letters, numbers and special characters.
5	Verify email	Open your email and click the SMY verification link.
6	Login	Return to LMS and login using email and password.
7	Complete profile	Fill name, age, gender, mobile, INDoS, rank/designation and upload photo if required.
8	Start course	Click Courses, select a course and open it.
9	Complete learning material	Watch/read every item and complete chapter quiz if shown.
10	Take assessment and certificate	Take final assessment. If passed, download certificate from result page or Your Progress.

4. Opening the SMY LMS Website - <https://sagarmeinyog.com/>

Official LMS website URL

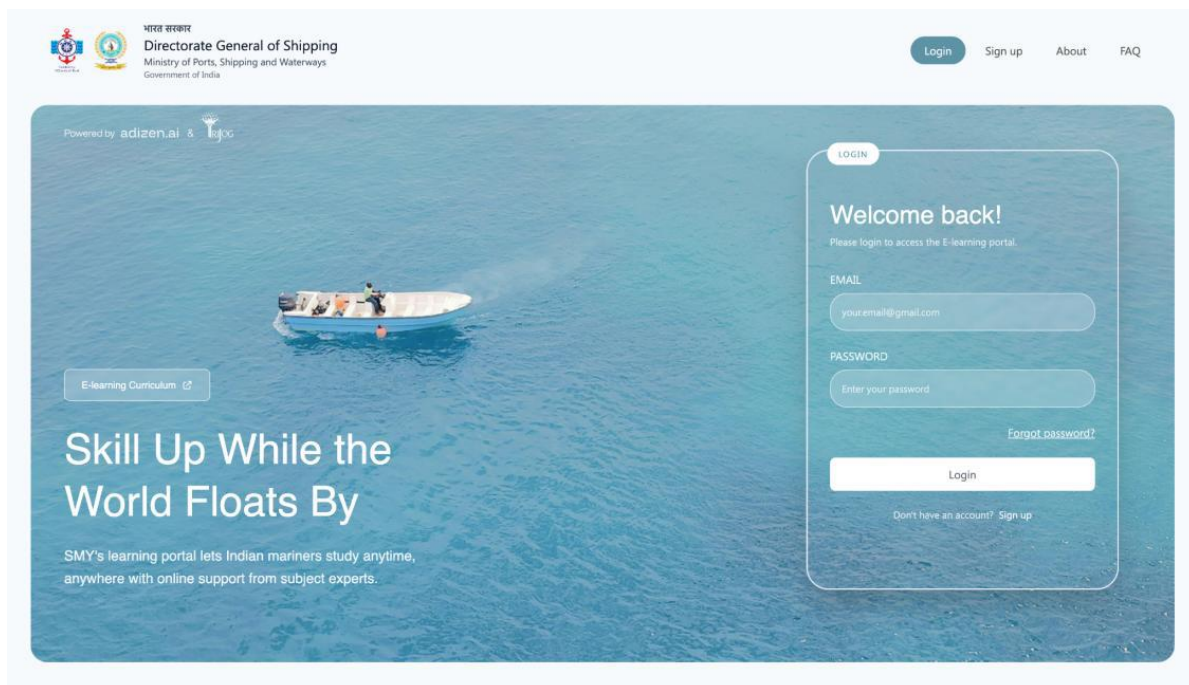
- Open: <https://sagarmeinyog.com/>
- Use this exact website link while preparing circulars, WhatsApp messages and instructions for seafarers.
- Do not share password on WhatsApp groups or public channels.
- After using a shared computer, always logout from the top-right user menu.

OR

Opening the SMY LMS Website

Official LMS website URL

- Open: <https://dgma.gov.in/>
- Scroll down the website page till the “**Modules**” Stickers appear.
- Click of the Left < or right > button till “**Sagar Mein Yog**” Sticker appears.
- Click of “Sagar Mein Yog Sticker”. The website will open a “**Login**” Page as below



Screenshot reference: Welcome/Login page.

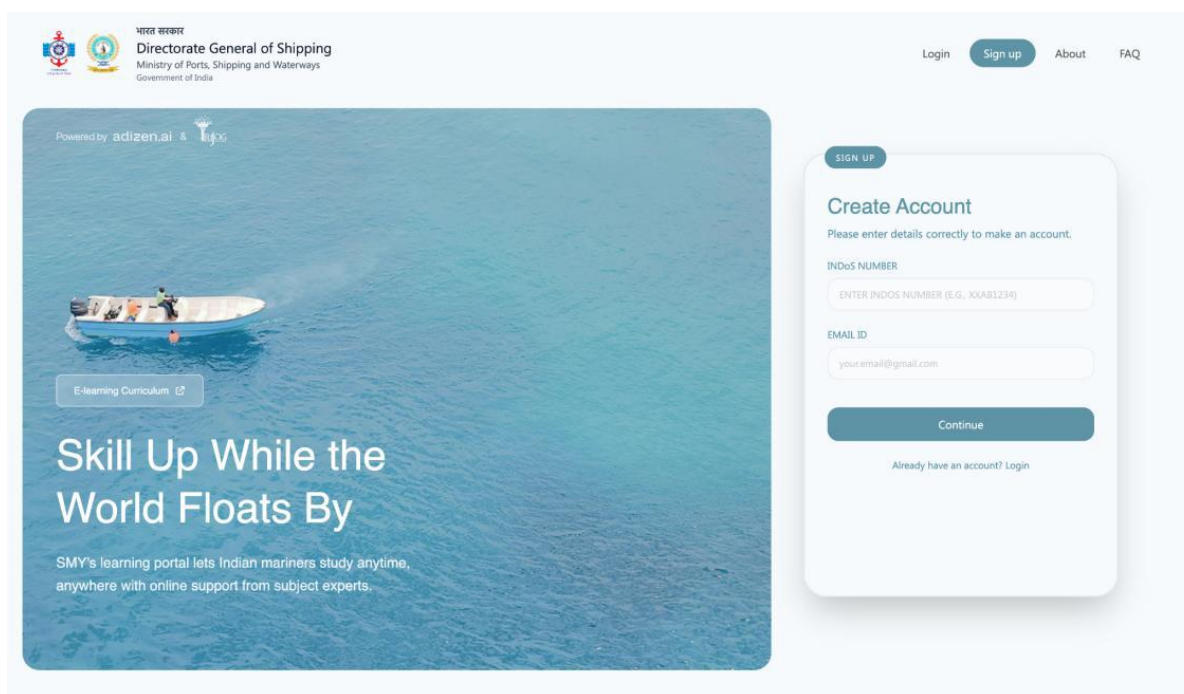
No.	Action	Simple explanation / check point
1	Open browser	Open Chrome, Edge, Safari or Firefox.
2	Type or paste LMS URL	Type or paste: https://sagarmeinyog.com/ . Avoid typing from memory because spelling mistakes may open a wrong website.
3	Wait for landing page	The page may show SMY/DGS branding and Login/Sign Up options.
4	Choose correct option	Click Login if already registered. Click Sign Up if using for the first time.

If the website does not open

- Check internet connection.
- Refresh once.
- Try another browser.
- Confirm the URL from the organisation.
- If still not opening, raise a support ticket or inform the coordinator.

5. New User Registration

Use this section only if you have never created an SMY LMS account earlier. If you already have an account, go directly to the Login section.



The screenshot shows the SMY LMS website interface. At the top, there are logos for the Directorate General of Shipping, Ministry of Ports, Shipping and Waterways, Government of India, and the Government of India. Navigation links for Login, Sign up, About, and FAQ are visible. The main banner features a boat on the water with the text "Skill Up While the World Floats By" and "SMY's learning portal lets Indian mariners study anytime, anywhere with online support from subject experts." On the right, the "SIGN UP" section is highlighted, showing the "Create Account" form. The form includes fields for "INDOS NUMBER" (with a hint "ENTER INDOS NUMBER (E.G., XXAB1234)") and "EMAIL ID" (with a hint "your.email@gmail.com"). A "Continue" button is at the bottom of the form, and a link "Already have an account? Login" is below it.

Screenshot reference: Sign Up screen for INDoS and email.

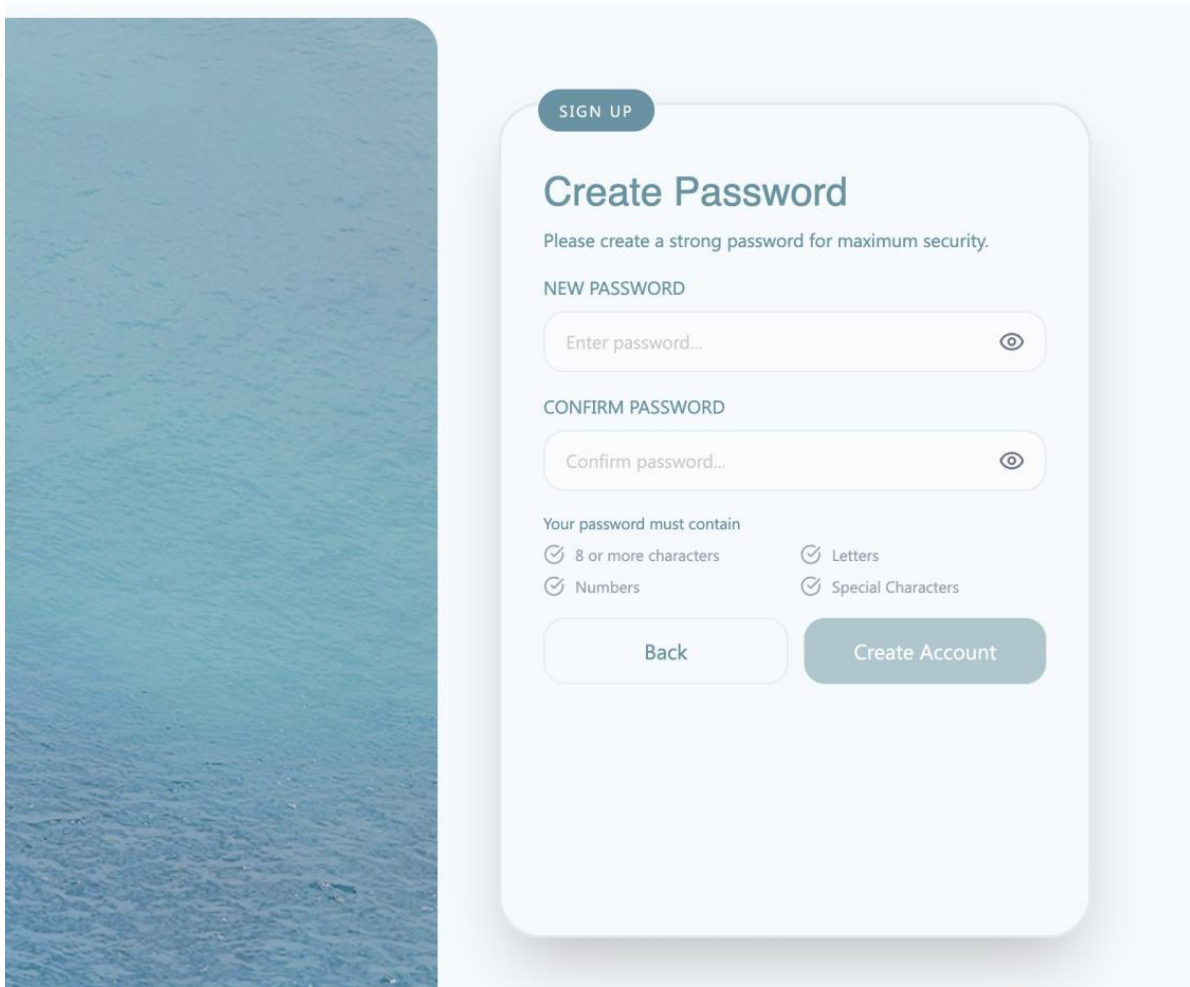
5.1 Step 1 - Enter INDoS Number and Email

No.	Action	Simple explanation / check point
1	Click Sign Up	On the landing page, click Sign Up.
2	Enter INDoS number (8 Alphanumeric Character)	Type your INDoS number exactly. The field may convert it to uppercase automatically. E.g. "16EEL1832"
3	Enter email address	Use an email address that belongs to you and is active.
4	Check spelling	Check dots, numbers and spelling in the email address.
5	Click Continue	The system will validate your details and move to password creation.

Common mistakes at registration

- Wrong INDoS number typed.
- Using someone else email address.
- Typing extra spaces before/after email.
- Using an old email that cannot be opened.
- Trying to register again when already registered.

5.2 Step 2 - Create Password



Screenshot reference: Create Password screen.

No.	Action	Simple explanation / check point
1	Enter new password	Use at least 8 characters.
2	Use letters	Add A-Z or a-z letters.
3	Use numbers	Add at least one number such as 0-9.
4	Use special character	Add a special character such as @, #, \$, %, ! or &.
5	Confirm password	Type the same password again in Confirm Password.
6	Click Create Account	Submit the form. If password does not match, retype both password fields.

Simple password example format

- Do not use this exact password, but use a similar structure: Name@1234 or Sea@2026#.
- Do not share your password with anyone.
- Do not write your password in public places.

6. Email Verification

After registration, the LMS sends a verification email. Your account may not work fully until your email is verified.



Welcome to Seafarer LMS!

Complete Your Account Setup

Hello Seafarer,

Great news! Your email and Indian CDC have been verified. Now complete your account setup by creating a secure password.



Next Steps:

1. Click the button below
2. Create a strong password
3. Start learning immediately!

[Complete Account Setup](#)



This setup link expires in 24 hours

If the button doesn't work, copy and paste this link into your browser:

<https://smv-lms-frontend-4z9vz-ondigitalocean.app/setup-password?token=8d>

Screenshot reference: Email verification prompt.

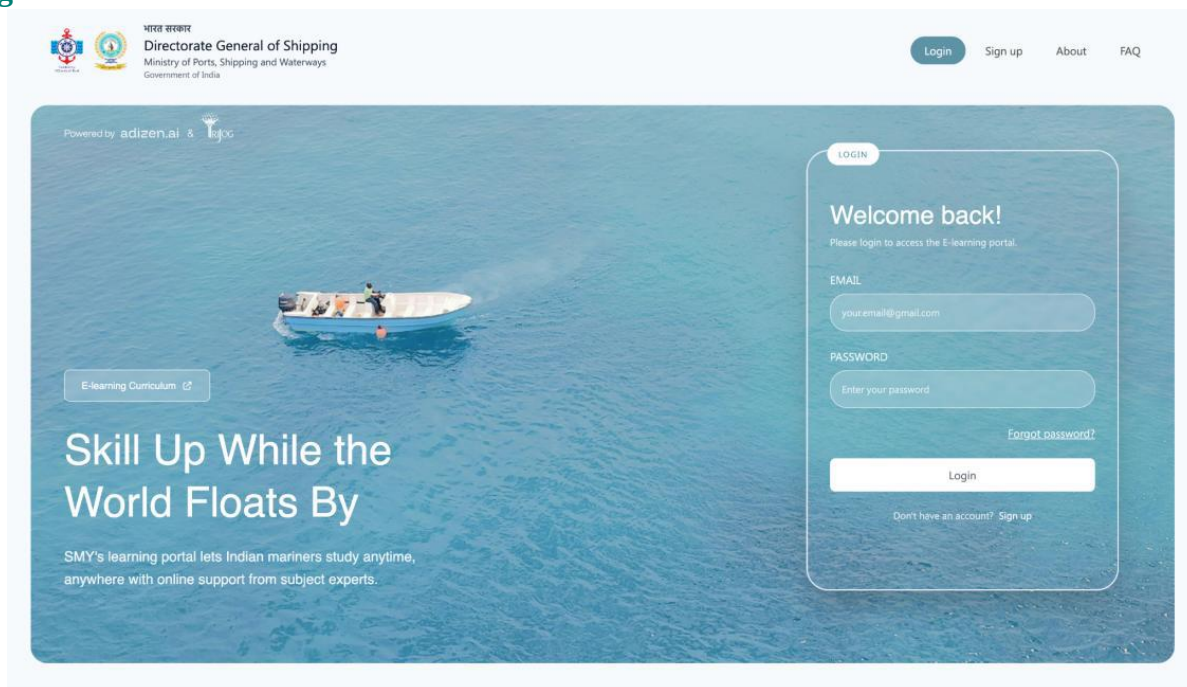
No.	Action	Simple explanation / check point
1	Open your email inbox	Open Gmail, Outlook, Yahoo or the email account used during registration.
2	Search for SMY LMS email	Check Inbox first. Then check Spam/Junk/Promotions.
3	Open verification email	Open the email from SMY LMS.
4	Click verification link/button	Click Complete Account Setup or the verification link given in the email.
5	Wait for confirmation	The system should confirm that your email is verified or take you back to LMS.
6	Login again	After verification, login using your email and password.

If verification email is not received

- Wait 5-10 minutes.
- Check Spam/Junk folder.
- Check whether email address was typed correctly.
- Use Resend Verification if available.
- Contact Support if still not received.

7. Login and Logout

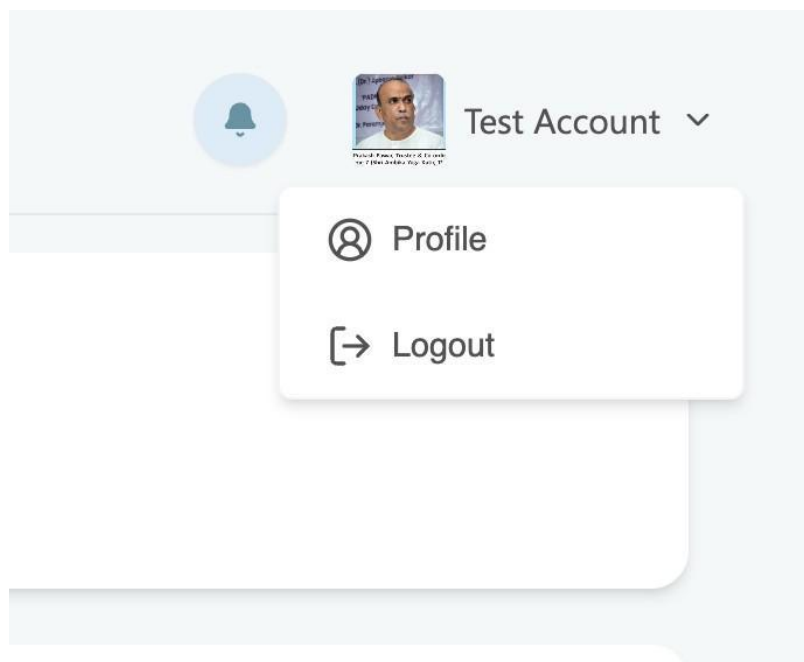
7.1 Login



Screenshot reference: Login page.

No.	Action	Simple explanation / check point
1	Open SMY LMS	Go to the website link.
2	Click Login	Open the login form.
3	Enter registered email	Use the email verified during registration.
4	Enter password	Type the password carefully. Password is case-sensitive.
5	Click Login button	If correct, you will enter the dashboard/courses area.

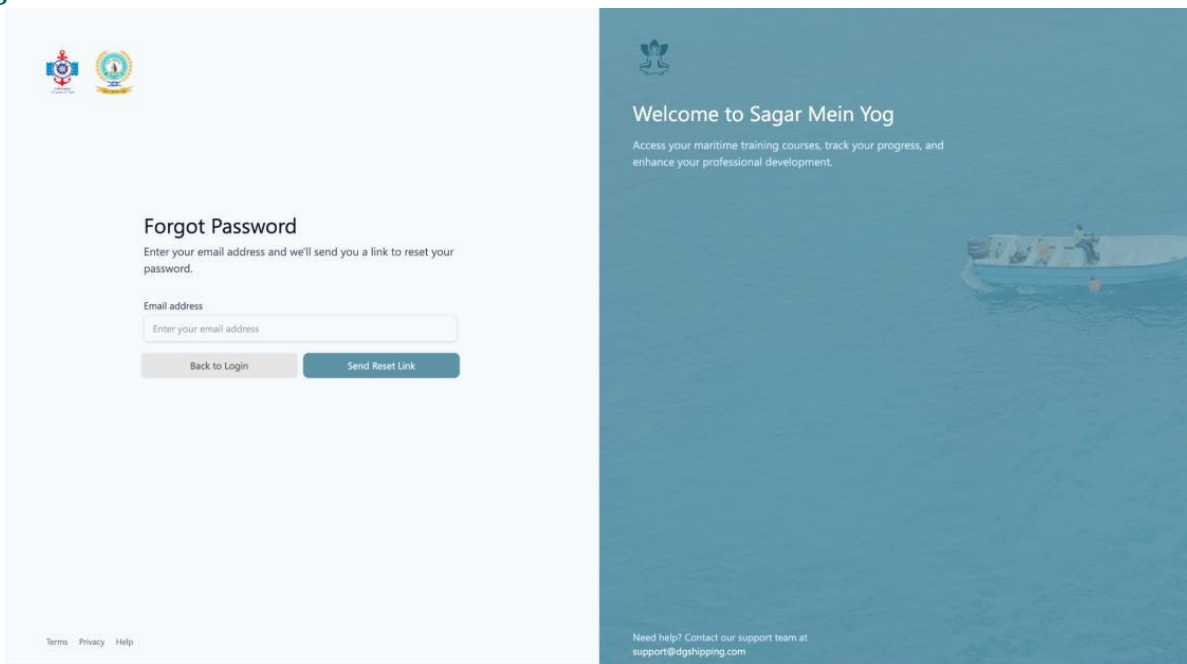
7.2 Logout



Screenshot reference: User menu with Logout option.

No.	Action	Simple explanation / check point
1	Click your profile/user icon	It is usually on top right side of the screen.
2	Open drop-down menu	A small menu will show Profile and Logout.
3	Click Logout	Your session will end on that device.
4	Close browser if shared device	This is safer when using office/cyber cafe/shared computer.

8. Forgot Password / Reset Password



Screenshot reference: Forgot Password page.

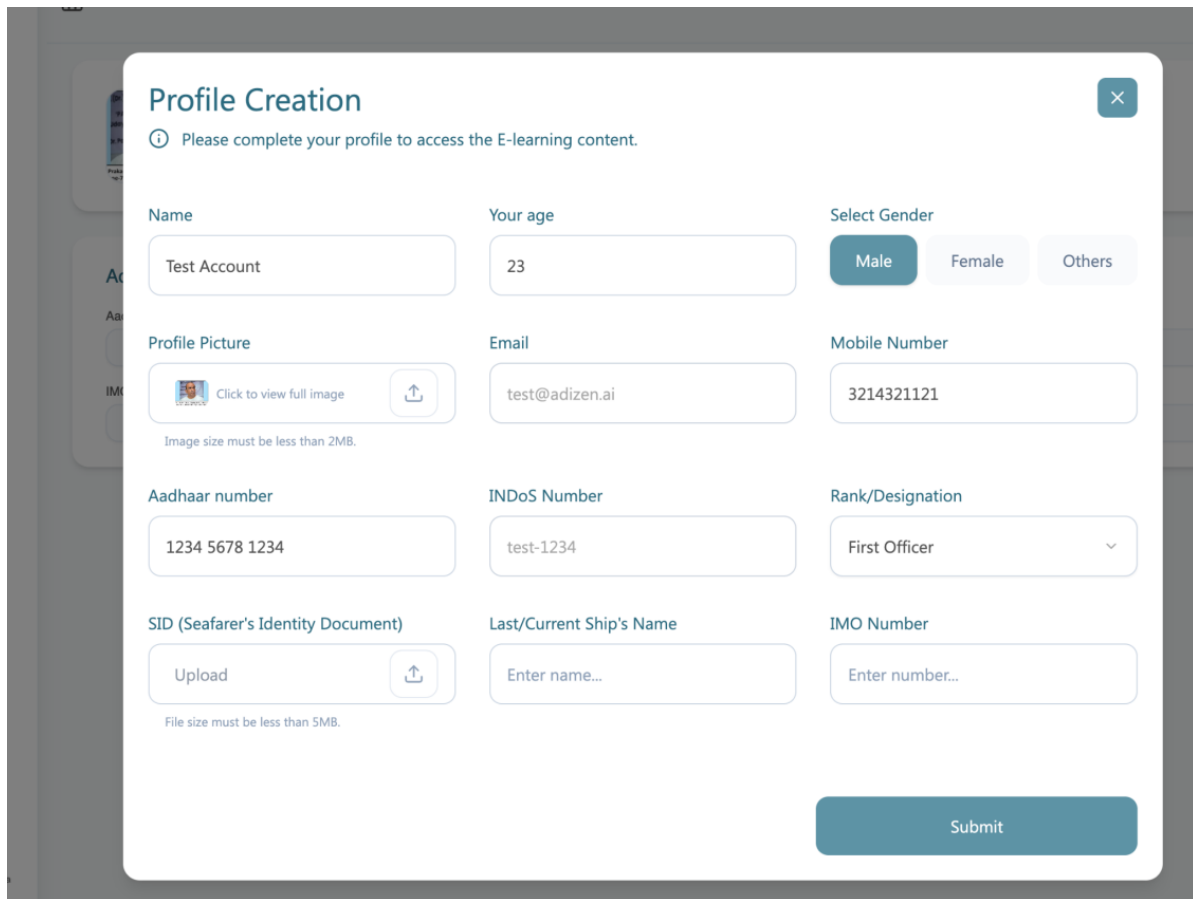
No.	Action	Simple explanation / check point
1	Click Forgot Password	Use this on the login page if you do not remember password.
2	Enter registered email	Type the same email used in SMY LMS account.
3	Click Submit	A password reset email will be sent.
4	Open email	Check Inbox and Spam/Junk.
5	Click reset link	The link will open the setup password page.
6	Create new password	Use the same password rules: 8+ characters, letters, numbers and special character.
7	Login again	Return to login page and use the new password.

Important password reset notes

- Reset links may expire. Use the latest email link.
- Do not forward your reset link to anyone.
- If your email has changed, raise Account Issue ticket.

9. Profile and Account Setup

Complete profile immediately after first login. Your name, INDoS number, rank/designation and photo may appear on certificates and support records. Wrong details may delay correction of certificates.



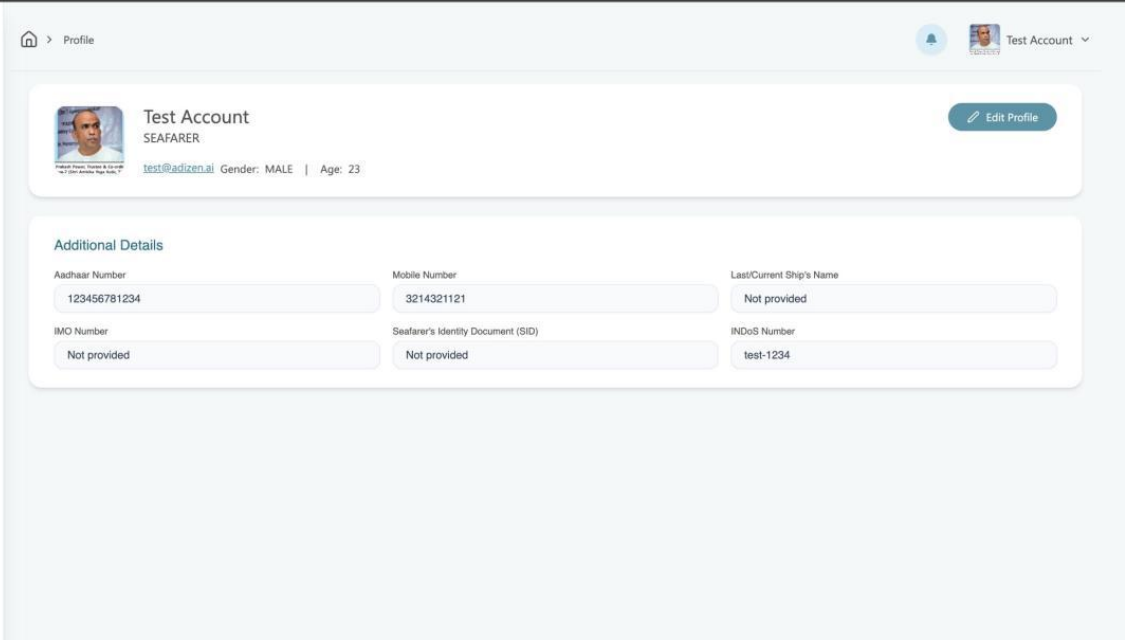
The screenshot shows a 'Profile Creation' pop-up window with a close button (X) in the top right corner. Below the title, there is an information icon and the text: 'Please complete your profile to access the E-learning content.'

The form contains the following fields and controls:

- Name:** Text input field with 'Test Account' entered.
- Your age:** Text input field with '23' entered.
- Select Gender:** Three buttons: 'Male' (selected), 'Female', and 'Others'.
- Profile Picture:** A placeholder image with the text 'Click to view full image' and an upload icon. Below it, a note says 'Image size must be less than 2MB.'
- Email:** Text input field with 'test@adizen.ai' entered.
- Mobile Number:** Text input field with '3214321121' entered.
- Aadhaar number:** Text input field with '1234 5678 1234' entered.
- INDoS Number:** Text input field with 'test-1234' entered.
- Rank/Designation:** A dropdown menu with 'First Officer' selected and a downward arrow.
- SID (Seafarer's Identity Document):** A placeholder image with the text 'Upload' and an upload icon. Below it, a note says 'File size must be less than 5MB.'
- Last/Current Ship's Name:** Text input field with 'Enter name...' entered.
- IMO Number:** Text input field with 'Enter number...' entered.

A large blue 'Submit' button is located at the bottom right of the form.

Screenshot reference: Profile creation pop-up.



Screenshot reference: Profile details page.

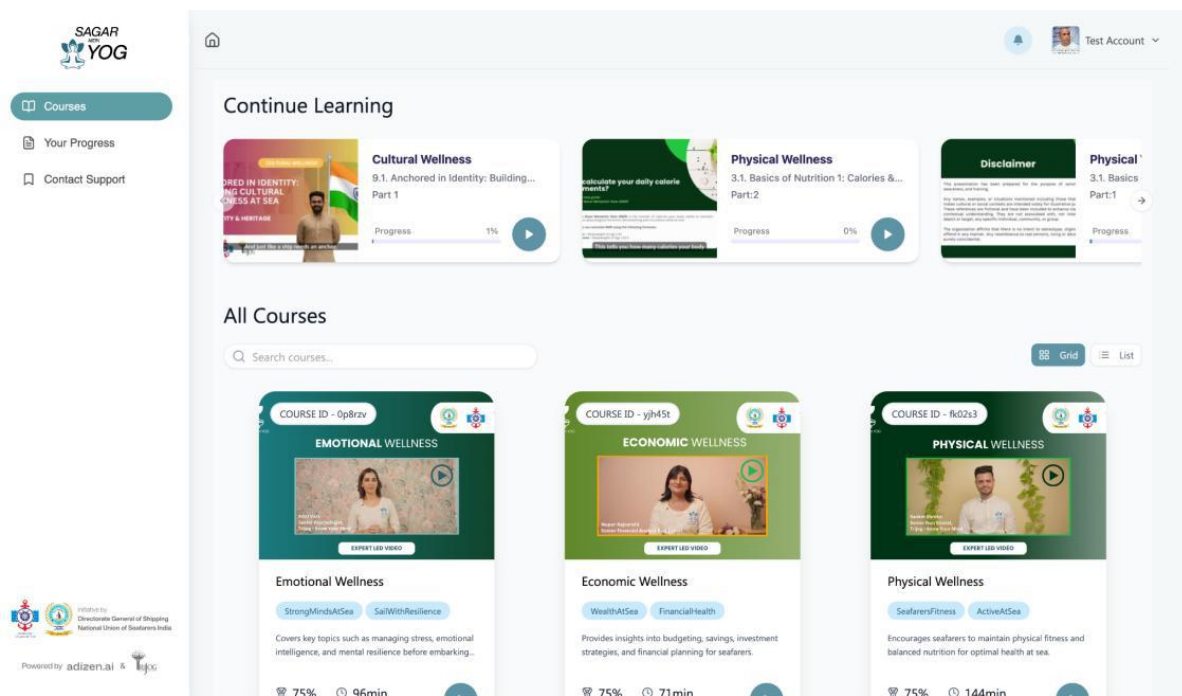
No.	Action	Simple explanation / check point
1	Login to LMS	Use your registered email and password.
2	Click profile/user icon	Open the menu on top right.
3	Click Profile	The profile page or profile completion pop-up will open.
4	Enter name	Enter your full name as required for certificate.
5	Enter age and gender	Fill as shown on screen.
6	Enter mobile number	Use an active number.
7	Enter Aadhaar/passport/other fields if shown	Only fill the fields required by the portal.
8	Enter INDoS number	This is important for progress and certificate.
9	Select rank/designation	Choose your current rank/designation from dropdown, if available.
10	Upload photo if required	Use clear passport-size photo. Avoid dark/blurred photo.
11	Click Submit/Save	Wait until the system saves the details.

If Your Progress redirects to Profile

- This normally means INDoS or mandatory profile details are missing.
- Complete and save the profile first.
- Then click Your Progress again.

10. Course Catalogue

The Courses page shows all courses available to the seafarer. Some courses may appear as Continue Learning if already started.



Screenshot reference: Course catalogue / dashboard.

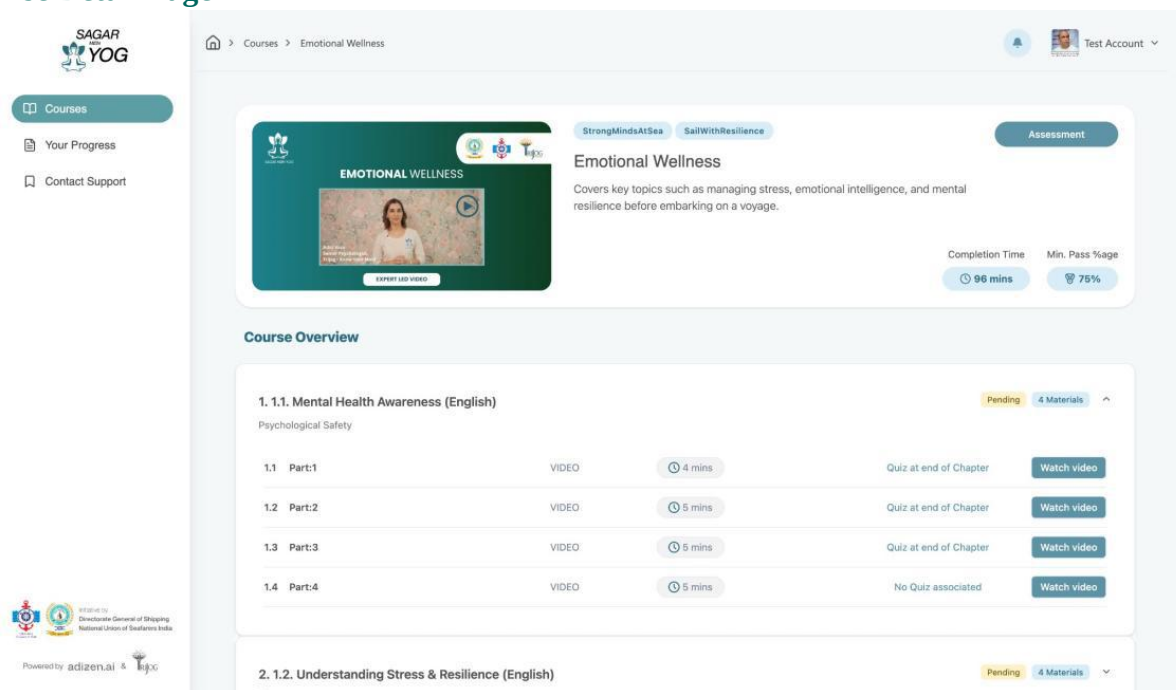
No.	Action	Simple explanation / check point
1	Click Courses	Use left side menu.
2	See Continue Learning	Recently started courses may appear on top.
3	See All Courses	All available SMY courses appear as cards.
4	Use search box	Type course name if many courses are visible.
5	Use pagination	Move to next page if the course is not visible on first page.

No.	Action	Simple explanation / check point
6	Click course card/title	This opens the course detail page.

Course card may show

- Course title, image and category.
- Approximate duration.
- Number of topics/materials.
- Status such as started/completed, if enabled.

11. Course Detail Page



The screenshot shows the 'Emotional Wellness' course detail page. The page includes a sidebar with navigation links: Courses, Your Progress, and Contact Support. The main content area displays the course title 'Emotional Wellness', a description 'Covers key topics such as managing stress, emotional intelligence, and mental resilience before embarking on a voyage.', completion time '96 mins', and minimum pass percentage '75%'. Below this is a 'Course Overview' section with a table of topics:

Topic	Part	Media Type	Duration	Quiz	Action
1.1.1. Mental Health Awareness (English)	Part:1	VIDEO	4 mins	Quiz at end of Chapter	Watch video
1.1.2. Psychological Safety	Part:2	VIDEO	5 mins	Quiz at end of Chapter	Watch video
1.1.3. Psychological Safety	Part:3	VIDEO	5 mins	Quiz at end of Chapter	Watch video
1.1.4. Psychological Safety	Part:4	VIDEO	5 mins	No Quiz associated	Watch video

The page also shows the status 'Pending' and '4 Materials' for the course.

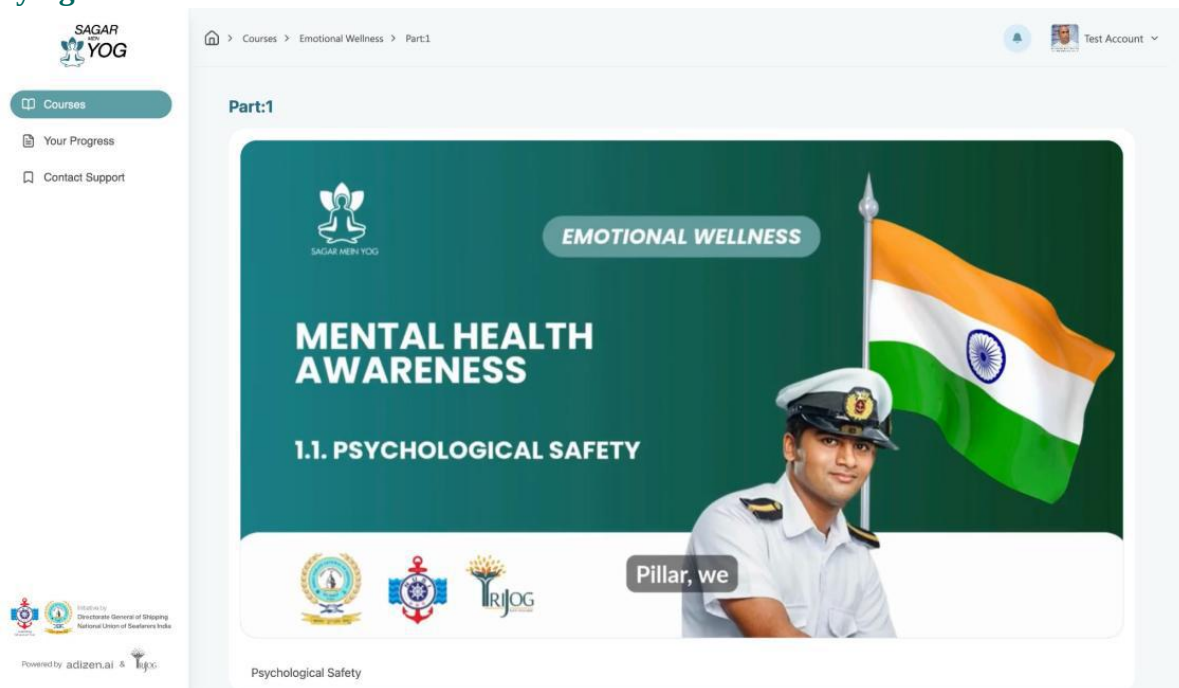
Screenshot reference: Course detail page with Course Overview.

The Course Detail Page is the main page for studying a course. Read the title, description, completion time and pass percentage before starting.

No.	Action	Simple explanation / check point
1	Read course title	Confirm you opened the correct course.
2	Read description	Understand what the course covers.

No.	Action	Simple explanation / check point
3	Check completion time	This shows approximate time required.
4	Check minimum pass percentage	This is the score required to pass final assessment.
5	Expand topic	Click the topic row/arrow to see materials inside it.
6	Check material rows	Rows may show video/document, duration and quiz status.
7	Click Watch/View	Open the learning material.
8	Use Assessment button later	Do not start assessment before completing learning material unless allowed. Completing material first is recommended.

12. Studying Videos and Documents



Screenshot reference: Material viewer / video page.

No.	Action	Simple explanation / check point
1	Open course detail page	Select the course from Courses.
2	Expand the topic	Click the topic containing the material.
3	Click Watch or View	Watch is usually for video. View is usually for document.
4	Wait for material to load	Do not refresh repeatedly unless the page is stuck.

No.	Action	Simple explanation / check point
5	Watch video fully/read document	Course completion may depend on viewing the material properly.
6	Use Next/Previous if shown	Move to next/previous material if navigation buttons are available.
7	Click Mark Complete if shown	Some materials may require manual Mark Complete.
8	Return to course overview	Use back button, breadcrumb or course link.
9	Complete all materials	Assessment eligibility usually requires all required materials to be completed.

How to know material is completed

- A completed badge/status may appear.
- Progress percentage may increase.
- Topic may show Completed after all materials are done.
- If status does not update, wait a few seconds and refresh once.

12.1 Good practice while watching videos

- Do not keep video muted and leave the device unattended if completion requires active viewing.
- Do not open multiple course videos at the same time.
- Do not close the browser immediately after video ends. Wait for completion to record.
- Use headphones in noisy places.
- If onboard internet is slow, study during stable internet hours.

13. Chapter Quiz

Part 2



Screenshot reference: Video completed prompt with Start Quiz option.

Practice your learning!
Not For Grading Question 1 of 2

Question: Which of the following is a visible cultural difference that can affect day-to-day work onboard a merchant navy vessel?

(Select one answer)

☐ A crew's belief about authority

☐ The crew's tone of voice in disagreement.

☐ The types of meals preferred by crew from different nationalities

☐ How quickly crew members adapt to time zone changes.

Submit

Identity & Heritage

Screenshot reference: Chapter quiz question screen.

Chapter quizzes help you check whether you understood the learning material. They are separate from the final course assessment, unless otherwise mentioned by the organisation.

No.	Action	Simple explanation / check point
1	Complete material	Finish the video/document linked to the quiz.
2	Click Start Quiz	If a quiz prompt appears, click Start Quiz.
3	Read question slowly	Do not hurry. Understand what is being asked.
4	Select answer	Click one option or enter the answer as required.
5	Click Submit	Submit after answering all questions.
6	Review result/history	Quiz attempt may be visible in quiz history or progress.

If quiz button is not active

- Complete the related material first.
- Refresh the page once.
- Return to course overview and open material again.
- Raise ticket under Technical Issue > Quiz Error if still not working.

14. Course Assessment

The course assessment is the formal test used to decide whether the seafarer is eligible for certificate. Start assessment only when you are ready and internet is stable.



Emotional Wellness Assessment
75% Minimum Passing Score

1 out of 10

Time left: 29:56

Question 1
What is the key difference between normal sadness and depression?

(Select one answer)

☐ Sadness lasts longer than depression.

☐ Depression improves with cheering up, sadness doesn't.

☐ Sadness causes more physical symptoms than depression.

☐ Sadness comes and goes; depression lingers, affects your whole body and functioning.

< Previous

Next >

Screenshot reference: Assessment/test page.

14.1 Before starting assessment

- Complete all required learning materials.
- Keep sufficient time to finish the test.
- Use stable internet.
- Do not use two devices for the same assessment.
- Read pass percentage on the course page.
- Do not click Submit until all answers are selected.

14.2 Start assessment

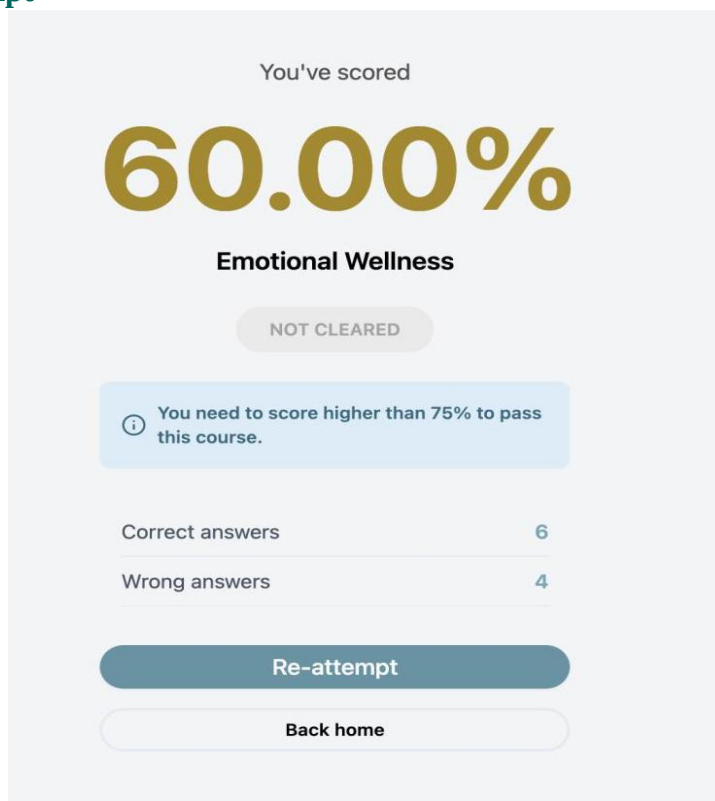
No.	Action	Simple explanation / check point
1	Open course detail page	Go to the relevant course.
2	Click Assessment	The button is usually on top right of the course page.
3	Read confirmation dialog	The LMS may show whether you are eligible or not eligible.
4	If eligible, click Start Assessment	Begin the final test.

No.	Action	Simple explanation / check point
5	If not eligible, close dialog	Complete pending materials first. Proceed without completing material only if organisation permits.

14.3 During assessment

No.	Action	Simple explanation / check point
1	Read each question	Check all words carefully.
2	Choose answer	Select the correct option.
3	Use navigation if shown	Previous/Next or question numbers may help move between questions.
4	Watch timer if shown	Submit before time expires.
5	Review before submit	Make sure no question is left blank.
6	Click Submit	Submit assessment only once you are ready.

15. Result and Re-attempt



You've scored

60.00%

Emotional Wellness

NOT CLEARED

You need to score higher than 75% to pass this course.

Correct answers	6
Wrong answers	4

Re-attempt

Back home

Screenshot reference: Assessment result page.

No.	Action	Simple explanation / check point
1	Check score percentage	The result page shows your percentage score.
2	Check pass/fail status	Status may show Cleared/Not Cleared or Passed/Failed.
3	Check correct/wrong answers	The screen may show number of correct and wrong answers.
4	If passed	Download Certificate button may be available.
5	If not passed	Use Re-attempt if allowed by course rules.
6	Study again before re-attempt	Review weak topics and quiz explanations if available.

If you fail assessment

- Do not panic. Check the required pass percentage.
- Click Back Home or return to course.
- Revise the course material.
- Use Re-attempt if available.
- If re-attempt is not visible, contact coordinator/support.

16. Download Certificate

    Sagar Mein Yog	
Certificate No: SMY6JUM4R	
This is to certify that Test Account INDoS No: test-1234 has successfully completed Course Emotional Wellness Covering the topics: 1.1. Mental Health Awareness (English), 1.2. Understanding Stress & Resilience (English), 1.3. Navigating Anger: Managing Emotions at Sea and Beyond (English), 1.4. Emotional Intelligence (English), 1.1. Mental Health Awareness (Hindi), 1.2. Understanding Stress & Resilience (Hindi), 1.3. Navigating Anger: Managing Emotions at Sea and Beyond (Hindi), 1.4. Emotional Intelligence (Hindi) The above Training Program is approved by The Directorate General of Shipping, Government of India	
Candidate Photo 	Issued on: 19/10/2025 Date of Expiry: UNLIMITED
_____ Authorized Signature	

Screenshot reference: Certificate format / certificate download.

A certificate is generated when the course has an assessment and the seafarer meets the required passing score. The certificate may show course name, topics, seafarer name, INDoS number, rank/designation, certificate number, issue date and photo if uploaded.

16.1 Eligibility for certificate

- Course must have an assessment configured.
- You must attempt the assessment.

- Your score must be equal to or higher than the minimum passing percentage.
- Your profile details, especially name and INDoS, should be complete and correct.

16.2 Download from result page

No.	Action	Simple explanation / check point
1	Open result page	After assessment submission, result page opens automatically.
2	Check passed status	Confirm that your score meets the required pass percentage.
3	Click Download Certificate	The certificate PDF will download or open in browser.
4	Save the PDF	Save it in phone/computer in a safe folder.
5	Check details	Open the PDF and verify name, INDoS, course name and date.

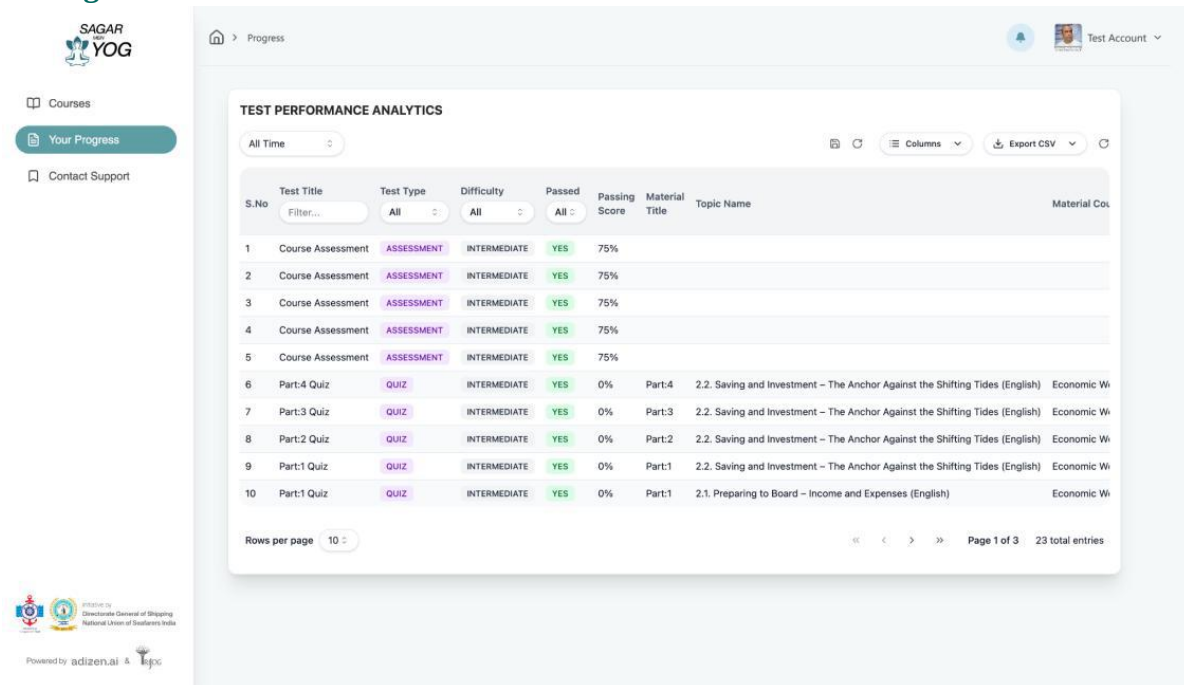
16.3 Download from Your Progress

No.	Action	Simple explanation / check point
1	Click Your Progress	Open progress dashboard from left menu.
2	Find the course assessment row	Look for Type: Assessment, not chapter quiz.
3	Check Certification column	If eligible, Download Certificate will appear.
4	Click Download Certificate	Save the certificate PDF.
5	If Not Eligible	Re-attempt assessment or contact support if you believe this is wrong.

Certificate correction

- If name, INDoS or rank is wrong, first update profile.
- Raise ticket under Account Issue > Certificate Issue.
- Mention course name, wrong detail and correct detail.

17. Your Progress Dashboard



TEST PERFORMANCE ANALYTICS

All Time

S.No	Test Title	Test Type	Difficulty	Passed	Passing Score	Material Title	Topic Name	Material Code
1	Course Assessment	ASSESSMENT	INTERMEDIATE	YES	75%			
2	Course Assessment	ASSESSMENT	INTERMEDIATE	YES	75%			
3	Course Assessment	ASSESSMENT	INTERMEDIATE	YES	75%			
4	Course Assessment	ASSESSMENT	INTERMEDIATE	YES	75%			
5	Course Assessment	ASSESSMENT	INTERMEDIATE	YES	75%			
6	Part:4 Quiz	QUIZ	INTERMEDIATE	YES	0%	Part:4	2.2. Saving and Investment – The Anchor Against the Shifting Tides (English)	Economic W
7	Part:3 Quiz	QUIZ	INTERMEDIATE	YES	0%	Part:3	2.2. Saving and Investment – The Anchor Against the Shifting Tides (English)	Economic W
8	Part:2 Quiz	QUIZ	INTERMEDIATE	YES	0%	Part:2	2.2. Saving and Investment – The Anchor Against the Shifting Tides (English)	Economic W
9	Part:1 Quiz	QUIZ	INTERMEDIATE	YES	0%	Part:1	2.2. Saving and Investment – The Anchor Against the Shifting Tides (English)	Economic W
10	Part:1 Quiz	QUIZ	INTERMEDIATE	YES	0%	Part:1	2.1. Preparing to Board – Income and Expenses (English)	Economic W

Rows per page: 10

Page 1 of 3 23 total entries

Screenshot reference: Your Progress dashboard.

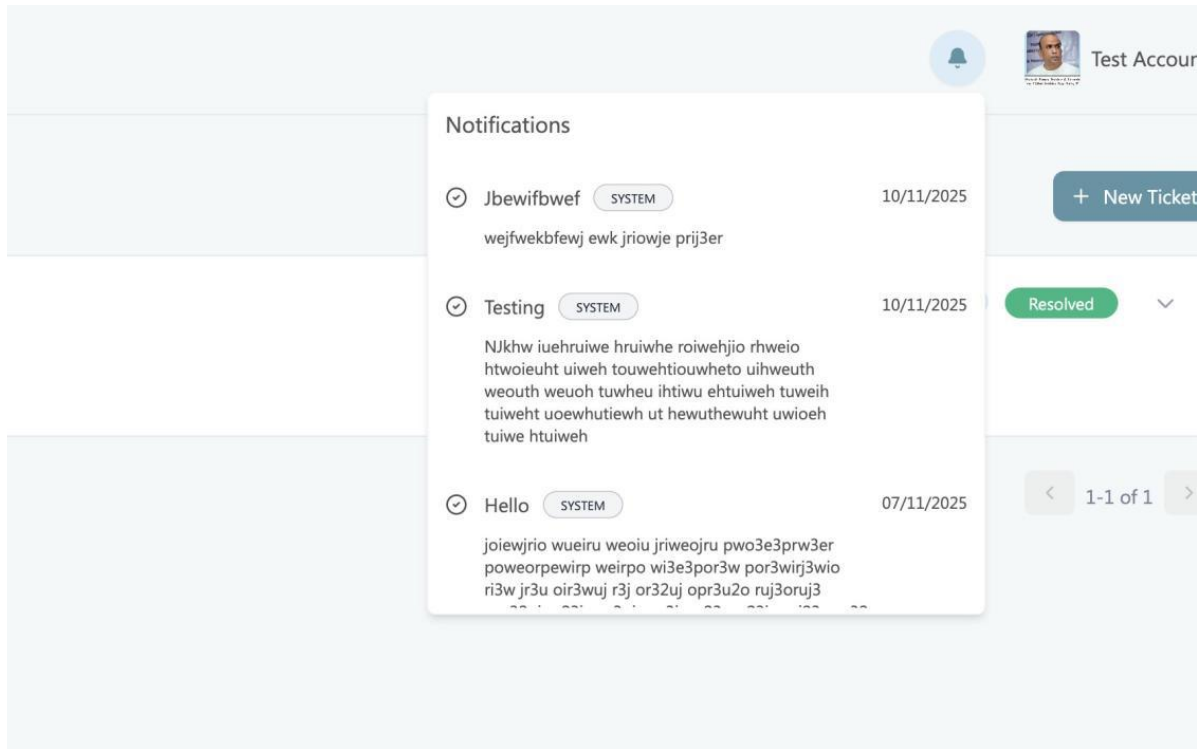
Your Progress shows course quiz and assessment attempts, scores, percentage, dates and certificate action. It helps you prove that you completed learning or attempted assessment.

No.	Action	Simple explanation / check point
1	Click Your Progress	Use left menu.
2	Wait for table to load	It may take a few seconds.
3	Use search/filter	Search by course or test title if many rows appear.
4	Check Type column	QUIZ means chapter quiz. ASSESSMENT means final test.
5	Check Percentage/Status	Confirm score and pass/fail status.
6	Download certificate if eligible	Use the Certification column for passed assessments.
7	Export if available	Use Export button if you need personal record in CSV/Excel.

Important

- INDoS is mandatory for viewing progress.
- If redirected to profile, complete INDoS and save.
- Certificates normally appear only against ASSESSMENT rows, not quiz rows.

18. Notifications



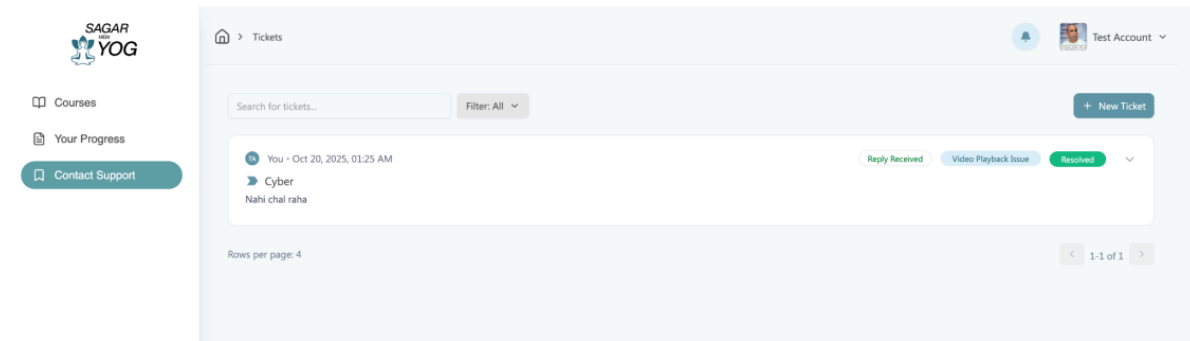
Screenshot reference: Notifications panel.

Notifications are messages sent by administrators. They may include announcements, reminders, course updates or support updates.

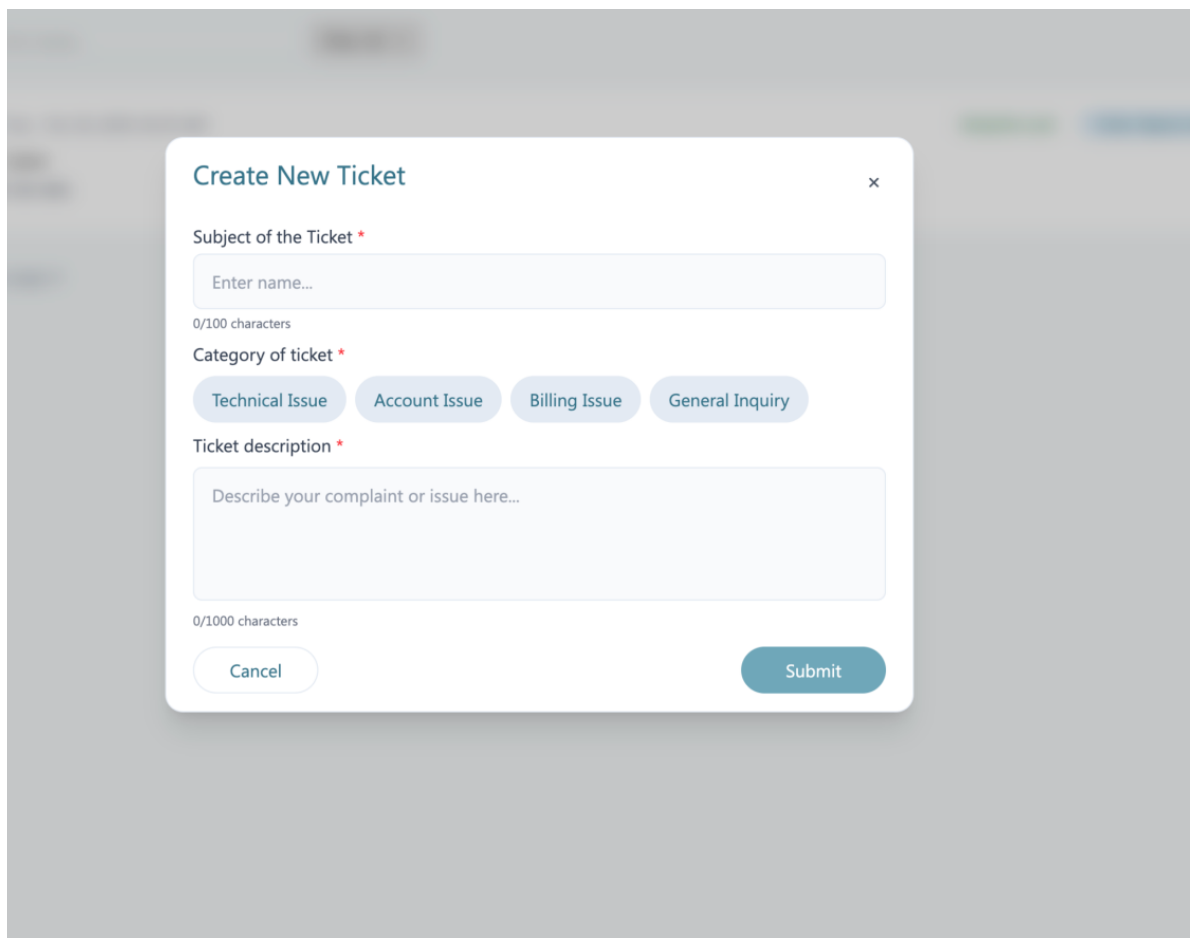
No.	Action	Simple explanation / check point
1	Click bell icon	The bell is usually in the top header.
2	Read notification list	Recent messages appear in a panel.
3	Click notification if needed	Some messages may open more details.
4	Mark as read	Use Mark as Read or Mark All as Read if available.
5	Close panel	Click outside the panel or close icon.

19. Contact Support / Raise Ticket

Use Contact Support when something is not working or when account/certificate help is required. A clear ticket helps support team solve the issue faster.



Screenshot reference: Contact Support ticket list.



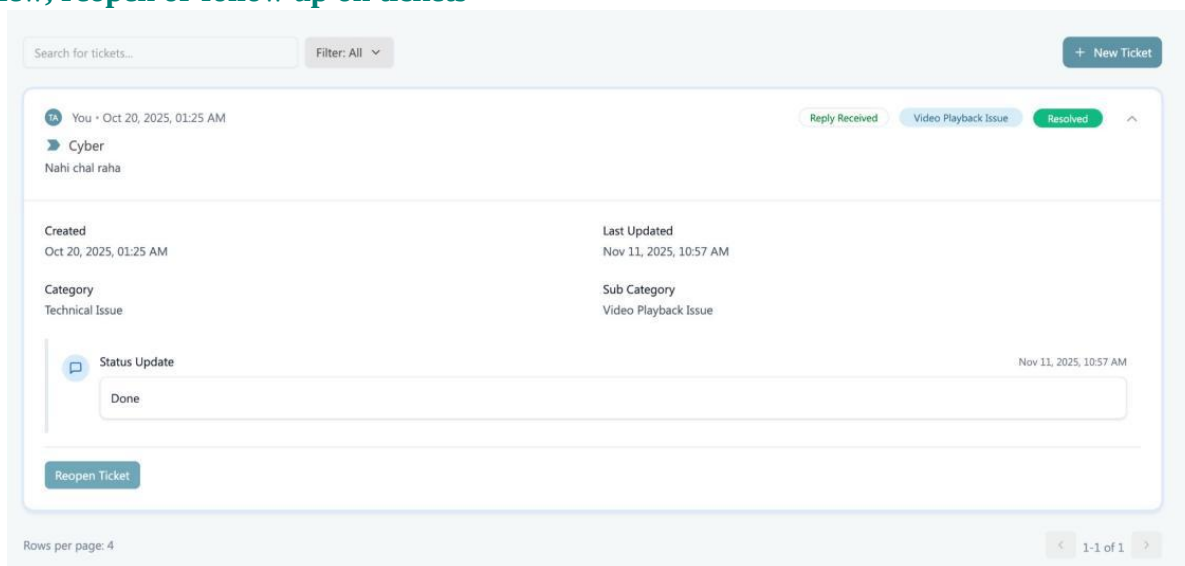
Screenshot reference: Create New Ticket form.

19.1 Create a new ticket

No.	Action	Simple explanation / check point
1	Click Contact Support	Use left menu.

No.	Action	Simple explanation / check point
2	Click New Ticket	A ticket form opens.
3	Enter title	Write short subject, e.g., Certificate not downloading.
4	Select category	Choose Technical Issue, Account Issue, Billing Issue or General Inquiry.
5	Select subcategory	Choose the closest issue such as Login Issue, Quiz Error or Certificate Issue.
6	Write description	Explain what happened, what you expected, and exact error if any.
7	Attach/provide details if available	Add screenshot link/reference number if the form allows.
8	Click Submit	Ticket is created, usually in Pending status.

19.2 View, reopen or follow up on tickets



Screenshot reference: Ticket details and status view.

No.	Action	Simple explanation / check point
1	Open Contact Support	Go to ticket list.
2	Search/filter if required	Find your ticket.
3	Click ticket row	Open details and status thread.
4	Read support update	Check whether support has replied.
5	Reopen if needed	Use Reopen for a resolved ticket if issue is not fixed.

19.3 Ticket categories and examples

Category	Use for	Examples / Subcategories
Technical Issue	System or course not working	Video Playback Issue, Download Problem, Quiz Error, Mobile App Issue, Missing Content, Content Error, Quiz Question, Course Access
Account Issue	Login/profile/certificate identity issues	Login Issue, Password Reset, Email Change, Profile Update, Certificate Issue
Billing Issue	Payment-related issue, if applicable	Billing Problem
General Inquiry	General feedback or suggestion	Feedback, Suggestion, Other

19.4 Ticket status meaning

- Pending - ticket created and waiting for support team to check.
- In Progress - support team is actively checking/working on the issue.
- Resolved - support believes issue is solved. Reopen if not solved.
- Closed - ticket is final and no further action is planned.

19.5 Good ticket description format

Copy this format while raising a ticket

- Name:
- INDoS number:
- Registered email:
- Course name:
- Issue faced:
- Error message/screenshot:
- Date and time of issue:
- Device/browser used:
- What help is required:

20. Troubleshooting Guide

Problem	What to do
Website not opening	Check internet, try another browser, verify URL, clear cache, contact support.

Cannot register	Check INDoS number, email spelling, already registered status, contact support if identity validation fails.
No verification email	Check spam/junk, wait 10 minutes, use resend, verify email spelling, raise ticket.
Login failed	Check email/password, remove spaces, use Forgot Password, confirm email was verified.
Password reset link not working	Use latest reset email, check if link expired, request a new link.
Profile not saving	Complete all mandatory fields, check photo size/type, ensure internet is stable.
Course not visible	Use search/pagination, check assigned course, raise Course Access ticket.
Video not playing	Refresh, check internet, try lower network load, use another browser/device, raise Video Playback Issue.
Completion not recorded	Watch until end, click Mark Complete if shown, wait, refresh, reopen material.
Quiz not opening	Complete linked material, refresh page, contact support under Quiz Error.
Assessment not active	Complete all materials, check eligibility dialog, contact support if already completed.
Certificate not downloading	Confirm pass score, check Assessment row in Your Progress, try another browser, raise Certificate Issue.
Wrong name/INDoS on certificate	Update profile and raise Certificate Issue with correct details.

21. Frequently Asked Questions

Q. Can I use mobile phone for SMY LMS?

A. Yes, if the portal opens properly on your phone. For assessment, laptop/desktop is safer if available.

Q. Is INDoS compulsory?

A. Yes, INDoS is important for identity, progress dashboard and certificate.

Q. Can I change my email later?

A. If email change option is not available, raise Account Issue > Email Change ticket.

Q. What if I forget password?

A. Use Forgot Password on login page and reset through registered email.

Q. Can I take assessment without completing all videos?

A. Normally you should complete all learning material first. Proceed without completion only if allowed by organisation.

Q. Where do I get certificate?

A. From result page after passing or from Your Progress under the Assessment row.

Q. Why certificate shows Not Eligible?

A. You may not have passed assessment, may not have attempted assessment, or course may not have certificate enabled.

Q. Can I retake assessment?

A. Only if course rules allow re-attempt. Check result page or contact support.

Q. What should I do if I am onboard with weak internet?

A. Study during stable internet, avoid opening multiple tabs, and wait for completion to record before closing page.

22. Suggested LMS Improvements for Simplicity

During review of the first manual and learner journey, the following improvements may be considered to reduce confusion for seafarers and support staff.

Suggested Improvement	Reason / Benefit
Add clear progress bar on course card	Show how much of the course is pending before assessment.
Use simple labels	Replace technical labels with learner-friendly wording such as Start Learning, Continue, Completed, Download Certificate.
Add mandatory checklist before assessment	Show pending videos/documents before allowing Start Assessment.
Add WhatsApp/email support note	Many seafarers may prefer simple support instructions with screenshots.
Add bilingual tooltips if feasible	English + Hindi short hints may help wider user base.
Add automatic reminders	Remind users who registered but did not verify email or did not finish course.
Add mobile-friendly layout	Large buttons, less clutter, and readable course pages on small screens.
Add sample certificate preview	Show users what details will appear and ask them to verify profile before assessment.

Add error-specific messages	Instead of generic error, show exact reason: invalid INDoS, email already registered, password mismatch, pending material.
Add help button on every page	A small Need Help? button can guide user to the correct ticket category.
Add one-page seafarer mode	A very simple mode can show only four buttons: My Course, Continue, My Certificate and Help.
Add audio/voice guidance	Short voice instructions in Hindi/English can help users with weak reading comfort.
Add certificate preview warning	Before final assessment, show: Your certificate will use these details - Name, INDoS, Rank. Confirm before proceeding.

23. Final User Checklist

Before registration

- ☐ I have correct INDoS number.
- ☐ I can open my email account.
- ☐ I have stable internet.

Before assessment

- ☐ All required materials are completed.
- ☐ I know the pass percentage.
- ☐ Internet is stable.
- ☐ I have enough time to finish the test.

Before downloading certificate

- ☐ I passed the assessment.
- ☐ My profile name and INDoS are correct.
- ☐ I saved the certificate PDF.



About this Manual

This user manual has been prepared to help seafarers use the Smy LMS with ease. It provides step-by-step guidance for registration, login, profile creation, course access, assessments, certificates, and support features.



Prepared under Sagar Mein Yog (SMY)



**Directorate General of
Shipping, Government of India**

Skill Up While the World Floats By