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## 1. Overview

College user has to do mainly following things:

- 1.1. Confirm Enrolment:
  - 1.1.1. Form download and gunning
  - 1.1.2. Challan upload
- 1.2. Add New Enrolment
  - 1.2.1. Add new enrolment
  - 1.2.2. Upload Document For New Enrolment
- 1.3. View enrolment
- 1.4. Reports

### 1.1. Confirm Enrolment

First, task is to confirm enrolment.

For the confirmation college has to do mainly following things:

- Form download.
- Given forms to the students for verification and signature.
- Gun the forms after receiving from the students.
- Download challan after gunning all the students.
- Submit the challan to the bank.
- Upload the challan copy.

#### 1.1.1. Form Download and Gunning

- College can download “individual” student’s form or “all” students forms from “Enrolment List” and “Form Download & Gunning” respective pages.
- College can gun the student’s barcode for particular time period.

#### 1.1.2. Challan Upload

- Once, you gun all the students you have to download the challan and submit to the bank.
- Upload the challan details.

### 1.2. Add New Enrolment

Second, task is to add students. To add a student following steps followed:

- Add new student
- Upload document for the same category. For example you have added 5 students for MQ then upload one document for all 5 students.
- GTU will approve the student once college has upload the document.
- After approval GTU will generate enrolment number of such students.
- Do confirmation, gunning etc. same like 1.1. point.

#### 1.2.1. Add New Enrolment

- You (college) can add (insert) new enrolment (student) using this.

#### 1.2.2. Upload Document For New Enrolment

- For new enrolment added you have to upload document by status (MQ, NRI etc.).
- GTU will approve a new added student after reviewing his uploaded document.

### 1.3. View Enrolment

- You can view your enrolled students from here and can perform various searching.

### 1.4. Reports

- You can download pdf file from here can get enrolment details status (MQ.VQ, D2D, NRI, etc.) And enrolment fee summary.

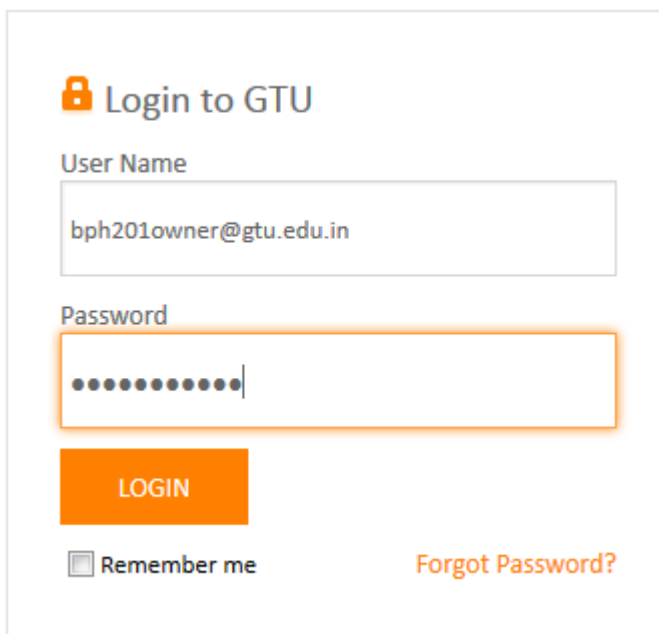
## 2. Interface

Now, let us discuss the College user interface in detailed.

- 2.1. Login
- 2.2. Home
- 2.3. Menu
- 2.4. Enrolments List
- 2.5. New Enrolment
  - 2.5.1. Add New Enrolment
  - 2.5.2. New Enrolment List
  - 2.5.3. Documents List
- 2.6. Form Download & Gunning
- 2.7. Challan Upload
- 2.8. Reports
- 2.9. Logout

### 2.1. Login

Without login you can't access the application. In login page you have to enter your user name and password and press "LOGIN" button.



The screenshot shows the login interface for GTU. At the top, there is a lock icon followed by the text "Login to GTU". Below this, there are two input fields: "User Name" and "Password". The "User Name" field contains the text "bph201owner@gtu.edu.in". The "Password" field is filled with ten dots. Below the password field is an orange "LOGIN" button. At the bottom left, there is a checkbox labeled "Remember me". At the bottom right, there is a link labeled "Forgot Password?".

Figure 1: Login Page

## 2.2. Home

After successful login you will be redirected to your home page. Here, you can see the various menu options to perform various tasks, last login date and time and current system date and time etc.



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Figure 2: Home Page

At present middle portion is being kept blank where we can add some summary or quick links.

## 2.3. Menu

Menu is the place from where you can perform various tasks.

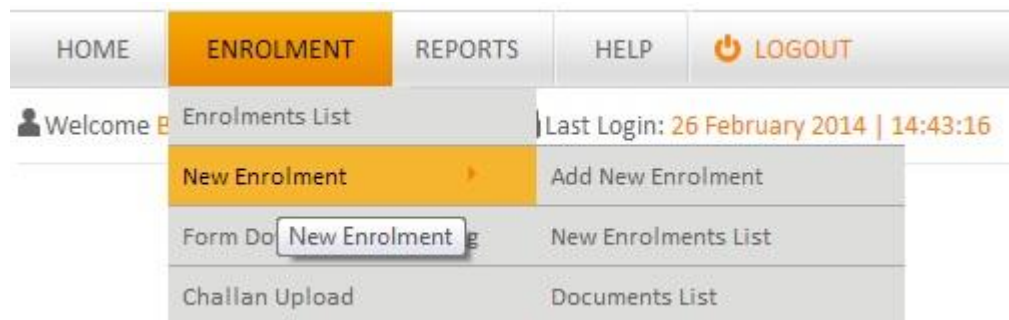


Figure 3: Menu bar with all menu items

Each menu item is being described in detailed one by one below.

## 2.4. Enrolments List

From here, you can view all enrolment (students) list. From here you can:

- Download (all or individual) student form.
- Generate pdf report such as admitted count, category wise count, enrolment list etc.
- Perform searching, sorting, paging etc. operations.

### Enrolment List Page

The screenshot shows the 'Enrolments List' interface. At the top, there are three PDF report generation options: 'PDF Admitted Count', 'PDF Category wise', and 'Export to PDF'. Below these are search filters for 'Enrolment No.', 'Student Name', 'Branch', 'Status', 'Gender', 'Confirmed', and 'Year', followed by a 'SEARCH' button. A pagination bar shows '1 - 25 of 120 | Page 1 of 5 pages'. The main table has columns: BRANCH, ENROLMENT, NAME, G, CATEGORY, STATUS, CONFIRMED, DOWNLOAD, and EDIT. The table contains 12 rows of student data. Callouts 1-8 point to specific elements: 1 (Search filters), 2 (Column headers), 3 (Pagination), 4 (Download icon), 5 (PDF Admitted Count), 6 (PDF Category wise), 7 (Export to PDF), and 8 (Edit icon).

BRANCH	ENROLMENT	NAME	G	CATEGORY	STATUS	CONFIRMED	DOWNLOAD	EDIT
ARCHITECTURE	133521050001	Aarsh Miraj Yagnik	M	OPEN	MQ	✓	↓	✎
ARCHITECTURE	133521050002	ADESHARA PRACHI VASANTKUMAR	F	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050003	AGARWAL GUNJAN VISHNU	F	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050004	AGARWAL PRATIK PREM	M	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050005	Aishwarya Jagdishbhai Bhatt	F	OPEN	VQ	✓	↓	✎
ARCHITECTURE	133521050006	ALMOULA PARSHATI SAMIR	F	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050007	ALPHONSO MARIAN FREDRICK	F	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050008	Avani Jayesh Pataliya	F	OPEN	MQ	✓	↓	✎
ARCHITECTURE	133521050009	B. ARUN	M	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050010	BHATT VISHWA ALKESH	F	OPEN	ACPC	✓	↓	✎
ARCHITECTURE	133521050011	BRAHMBHATT RANJANI	F	SEBC	ACPC	✓	↓	✎
ARCHITECTURE	133521050012	CHANDALIA URJA SANJIVKUMAR	F	OPEN	ACPC	✓	↓	✎

Figure 4: Enrolment List Page

Now let us discuss each number option:

- 1 is for searching, enter searching criteria into textbox or select options from dropdown and then press search button to perform searching.
- 2 is for sorting, click on particular column to perform ascending or descending sorting.
- 3 is for paging, you can move to next, previous, last, first page records by four different arrows. You can jump to particular page by selecting page number from page dropdown.
- 4 is for download individual student form.
- 5 is for generating pdf report of the admitted count.
- 6 is for generating pdf report of the category wise count.
- 7 is for generating pdf report of the enrolment list.
- 8 is for edit student details

From here, you can edit student details

### 🔗 Edit Enrolment Details

\* Fields are mandatory

Student details			
Name	Aarsh Miraj Yagnik	Enrolment Number	133521050001
Program	BA	Branch	ARCHITECTURE
Status	MQ	Shift	1
Edit details			
*Name	<input type="text" value="Aarsh Miraj Yagnik"/>		
Father's Name	<input type="text"/>		
Mother's Name	<input type="text"/>		
*Gender	<input type="text" value="Male"/>		
*Category	<input type="text" value="OPEN"/>		
Contact details			
Mobile Number	<input type="text"/>		
Email Address	<input type="text"/>		
Photo & Signature file selection			
Photo File:	<input type="button" value="Choose File"/> No file chosen <small>[Supported files: .jpg,.jpeg And Max upload file size : 1000 kilo bytes]</small>		
Signature File:	<input type="button" value="Choose File"/> No file chosen <small>[Supported files: .jpg,.jpeg And Max upload file size : 1000 kilo bytes]</small>		
<input type="button" value="SUBMIT"/>		<input type="button" value="CANCEL"/>	

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## 2.5. Add New Enrolment

Add New Enrolment contains following three options.

### 2.5.1. Add New Enrolment

This page allows to add (insert) a new student record.

#### Add New Enrolment

\* Fields are mandatory

Program and branch details	
*Admission Type	Regular <input type="text"/>
*Branch	BPHARM <input type="text"/>
*Shift	1 <input type="text"/>
*Status	MQ <input type="text"/>
Personal details	
*Name	Shah Kamlesh V <input type="text"/>
*Gender	Male <input type="text"/>
*Category	OPEN <input type="text"/>
*Date of Birth	17 <input type="text"/> 9 <input type="text"/> 1994 <input type="text"/>
Status details	
P.H.Status	<input type="checkbox"/>
T.F.W.Status	<input type="checkbox"/>
Registered Number	457641572 <input type="text"/>
Contact details	
Mobile Number	<input type="text"/>
Email Address	<input type="text"/>
Photo & Signature file selection	
Photo File:	<input type="text" value="Browse..."/> No file selected. [Supported files: .jpg,.jpeg And Max upload file size : 1000 kilo bytes]
Signature File:	<input type="text" value="Browse..."/> No file selected. [Supported files: .jpg,.jpeg And Max upload file size : 1000 kilo bytes]
<input type="button" value="SUBMIT"/> <input type="button" value="CANCEL"/>	

Figure5: Add New Enrolments Page

After all new enrolment added you have to upload documents.

## 2.5.2. New Enrolments List

From here, you can view all new enrolment (students) list and sorting, searching etc. can be performed on various parameters.

### New Enrolment List Page

The screenshot shows the 'New Enrolment List' page. At the top, there are two PDF export options: 'New Enrolment list Export to PDF' and 'New Rejected Student list Export to PDF'. Below these are search filters for Student Name, Branch, Status, Gender, Approved, Enrolled, Confirmed, and Year. A 'SEARCH' button is present. A table below the filters shows one record for NISARG RAJENDRA SHAH. The table has columns for BRANCH, NAME, G, CATEGORY, STATUS, APPROVED, ENROLLED, CONFIRMED, EDIT, and DOCUMENT. Numbered callouts (1-8) point to: 1. Student Name search input; 2. Enrolled column header; 3. Page navigation controls; 4. 'Add New Enrolment' link; 5. Edit icon; 6. Document icon; 7. Enrolled column header (repeated); 8. PDF export icon for rejected students.

BRANCH	NAME	G	CATEGORY	STATUS	APPROVED	ENROLLED	CONFIRMED	EDIT	DOCUMENT
ARCHITECTURE	NISARG RAJENDRA SHAH	M	OPEN	VQ	✓	✓	✓		

Figure6: New Enrolments List Page

Now let us discuss each number option:

- 1 is for searching, enter searching criteria into textbox or select options from dropdown and then press search button to perform searching.
- 2 is for sorting, click on particular column to perform ascending or descending sorting.
- 3 is for paging, you can move to next, previous, last, first page records be four different arrows. You can jump to particular page by selecting page number from page dropdown.
- 4 is for add new enrolment. Once, you click on this will redirected to "Add New Enrolment" page.
- 5 is for edit student details. When you click on this option you will be redirected to "New Enrolment Edit" page.
- 6 is for view uploaded document file. Once, you click on this image button a pdf document will be opened in to new tab.
- 7 is for generating pdf report of the new enrolment list.
- 8 is for generate pdf report of the new enrolment list which is rejected by gtu.



### 2.5.3. Documents List

You have to upload a pdf document for new enrolments by category (MQ, NRI etc.) wise. From this place, you can:

- View the list of documents need to be upload or has been uploaded.
- Uploaded or change document.

#### Document List Page

The screenshot shows the 'Documents List' interface. At the top, there are three dropdown menus for 'Status' (set to 'All'), 'Uploaded' (set to 'All'), and 'Year' (set to '2013'). A blue circle with the number '1' points to the 'SEARCH' button. Below these is a pagination control showing '1 - 1 of 1 | Page 1 of 1 pages', with a blue circle '3' pointing to the page number dropdown. The main table has columns: STATUS, YEAR, STUDENTS, UPLOADED, VIEW, and UPLOAD. A row for 'MQ' is shown with '2013' in the YEAR column, '1' in the STUDENTS column, a green checkmark in the UPLOADED column, a PDF icon in the VIEW column (pointed to by a blue circle '4'), and a pencil icon in the UPLOAD column (pointed to by a blue circle '5'). Below the table is another pagination control, with a blue circle '2' pointing to the 'STATUS' column header.

Figure7: Document List Page

Now let us discuss each number option:

1. **1** is for searching, select options from dropdown and then press search button to perform searching.
2. **2** is for sorting, click on particular column to perform ascending or descending sorting.
3. **3** is for paging, you can move to next, previous, last, first page records by four different arrows. You can jump to particular page by selecting page number from page dropdown.
4. **4** is for view uploaded document file. Once, you click on this image button a pdf document will be opened in to new tab.
5. **5** is for upload or change uploaded document. When you click on this option you will be redirected to "Upload Document" page.

## Upload Document Page

From this page you can upload or change document pdf files. Here, you have to select actual document file. You can upload .pdf format files up to 1000 kilo bytes size.

### Upload Document

\* Fields are mandatory

New enrolment document details			
Program	BP	Status	MQ
Year	2013	Students	1

Document file selection	
Document File:	<input type="button" value="Browse..."/> 2013913_17549_ACPC Seats Details.pdf
[Supported files: .pdf And Max upload file size : 1000 kilo bytes]	
<input type="button" value="SUBMIT"/>	<input type="button" value="CANCEL"/>

Figure8: Upload Document Page

## 2.6. Form Download & Gunning

From here, you can:

- Download enrolment forms of the students.
- Gunning the student forms

### 🏠 Form Download & Gunning List

Status: All | Year: 2013 | SEARCH

1 - 1 of 1 | Page 1 of 1 pages

PHASE	ENROLLMENT FEE	TOTAL STUDENTS	GUNNED STUDENTS	TOTAL ENROLLMENT FEE	START DATE	END DATE	STATUS	FORM GUNNING	LOCK UNLOCK
1	150	16	1	150	03/09/2013	20/09/2013	Running		

1 - 1 of 1 | Page 1 of 1 pages

Figure9: Form Download & Gunning List Page

Now let us discuss each number option:

1. **1** is for download student’s enrolment forms.
2. **2** is for gunning student, after clicking this option you will be redirected to the “Gunning” page.
3. **3** is for lock or unlock for gunning of student enrolment form, up to unlock image show, Challan upload functionality will not be work, so when you have to upload challan, phase should be locked.

**Note:**Gunning gun,LockUnlock will be visible only for “Running” status.

### Gunning Page

From this page you can do the actual student form gunning. Here, place your courser into the “Gun Here” text box and gun the form barcode using barcode scanner (gun).

### 🏠 Gunning Students for BP Phase 1

**Gunning**

Gun Here

**BACK**

**1 out of 16 students have been gunned.**  
**15 students are remaining.**

Figure 10: Upload Document Page

## 2.7. Challan Upload

You have to download and upload a challan. From this page, you can:



- Download the challan.
- Uploaded challan.

### ChallanDownload Page

#### Challan Upload List

Status: All | Year: 2013 | SEARCH

1 - 1 of 1 | Page 1 of 1 pages

PHASE	START DATE	END DATE	FEE	CHALLAN TYPE	TOTAL STUDENT	GUNNED STUDENT	PENDING STUDENT	TOTAL FEE	STATUS	CHALLAN UPLOAD
1	04/09/2013	30/09/2013	150	Enrolment Fee	16	1	15	150	Running	 

1 - 1 of 1 | Page 1 of 1 pages

Figure 11: Challan Download Page

Now let us discuss each number option:

- 1 is for download challan.
- 2 is for upload challan, after clicking this option you will be redirected to the "Upload Enrolment Challan" page.

**Note:** Upload challan image button will be visible only for "Running" status.

## Upload Enrolment Challan Page

From here, you can upload challan and challan details.

### Upload Enrolment Challan

\* Fields are mandatory

Program details			
Program	BP	Phase	1
Total Students	16	Gunned Students	1
Fees	150	Total Fee	150
Challan Type	Enrolment Fee		

Challan details	
* Journal Number	<input type="text" value="4324324234"/>
* Challan Date	<input type="text" value="17"/> <input type="text" value="9"/> <input type="text" value="2013"/>
* Challan File	<input type="button" value="Browse..."/> 2013913_175347_ACPC Seats Details.pdf [Supported files: .pdf And Max upload file size : 1000 kilo bytes]
Comment	<input type="text" value="no comment"/>

Figure 12: Upload Enrolment Challan Page

**Note:** Make sure you download and upload challan only when all the students gunning competed. Because, you can upload challan only once and after upload gunning will be locked. It means if there are some students left gunning and you have submitted challan upload details then you can't either gun those students or upload second challan.

## 2.8. Reports

From here, you can download pdf file for enrolment details.

- **File-1 - 2.2 List of Students Enrolled, admitted by ACPC:** You can download pdf file for student details which is enrolled in ACPC status (quota).
- **File-1 - 2.3 List of Students Enrolled, admitted under D2D:** You can download pdf file for student details which is admitted under D2D.
- **File-1 - 2.4 List of Students Enrolled, admitted under MQ:** You can download pdf file for student details which is enrolled in MQ status (quota).
- **File-1 - 2.5 List of Students Enrolled, admitted under VQ:** You can download pdf file for student details which is enrolled in VQ status (quota).

- **File-1 - 2.6 List of Students Enrolled, admitted under SQ/MHRD:** You can download pdf file for student details which is enrolled in SQ/MHRD status (quota).
- **File-1 - 2.7 List of Students Enrolled, admitted under NRI/PIO:** You can download pdf file for student details which is enrolled in NRI/PIO status (quota).
- **File-1 - 4.1 Enrolled Student Fee Summary:** You can download pdf file for Enrolled student fee summary.

## 2.9. Logout

After logout all your sessions will be destroyed and no one can access your account without login.

For security purpose it is recommended to logout the application once your work finished or when you left your pc (laptop).