Institute Manual

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- Print Option is disable from institute side. Only Moderator can take the print out of whole filled form/particular page.
- > Here, there is a sample of shreen shots as an example.
- While cursor motion, the Red color shows that the particular form/page is still Un-filled. The Green color shows that that particular form/page is filled.

College / institute has to select "Institute" here for fill the details for inspection form.



College / institute has to enter their GTU mail Id as username and password. Password will sent on the GTU mail Id from GTU before inspection. Enter respective mail Id. Exmp.(dec/bec/mba/mca/bph/mph***owner@gtu.edu.in) where *** indicates respective college code.



Now, Click on Start Filling Form & start to fill all the details.



Choose Type of Institute & Name of program. Then, Start to fill all the details in sequence. 1) Institute Level part-1, part-2, part-3 & department level etc.



Enter the Institute / Trust detail.

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	• (5) DETAI	LS OF IN	STITUTE / TRUST :			
			You have s	ubmitted this form.		
		Sr. No.	Particular	Institute	Trust	
		1.	Name.	abc Institute	abc trust	
		2.	Address.	Ahmedabad	Ahmedahad	
		3.	Phone No.	(90090999999	(9999999999)	
		4.	Fax. No.	() (27499138)	
		5.	Web Site .	www.abod.com	www.abod.com	
		6.	E-Mail,	abo@gmail.com	abo@gmail.com	
		7.	*LOA /Registration No.	12345	12345	
		8.	Name Of Principal(Director) / Trustee	Dr. XYZ	Mr. XYZ	

Enter the Principal detail.

Principal/Director Details - Mozel	a fuerba		100000000000000000000000000000000000000			lical-G	18.
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	Name	Qualification	D.O.B. (dd/MM/yyyy)	Appointment Type	GTU?(Letter No. &		
					(yes, GT0/SE3/001/2013)		
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		2.	No. of PG(Engg.)Class Rooms	(50)		
		3.	No. of Tutorial Rooms	20		
		4.	No. of Drawing Rooms	5		
		5.	No. of Seminar Rooms	5		
		6.	No. of Research Laboratory for PG prog.	[15		
		7,	No. of Laboratories	15		
		8.	Library & Reading Room	[15		
		9,	Workshop For Engg. Courses	10		
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		Sr. No.	Particulars	Actual at Insti	tute	
		1.	No. of computer terminals	150		
		2.	Application Software	50		
		3.	System Software	50		
		4	Peripherals(no. of printers)	120		
		5.	Internet connection	Yes		
		5.	Internet connection	Yes Yes		

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	• (15) GIVE BELOW	WELCOME KRUNAL (1000)		
		You have submitted this form.		
	Sr. No.	Particulars	Actual at Institute	
	1.	Specify facility(i.e. room etc.) for UDISHA CLUB/Training & Placement Office	Yes.	
	2.	Pacement Officer's Name	Mr XYZ	
	3.	Placement Officer's E-mail	xyz@gmail.com	
	4.	Placement Officer's Tel No.	079-29999999	
	5.	Placement Officer's Mobile	8888888888	
	6.	Placement Officer's Fax No.	079-29999999	
	7.	Is the Placement Officer's job a full time or is it a part-time job?	Fuil time job	
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	• (19) A:- FACULTY F	OSITION :				
			You have submitted this	form.		
		Sr. No.	Particulars	Actual at Institu	ute	
		1.	Permanent full time Principal/Director	1		
		2.	Professors	[10		
		3.	Asso, Prof/HOD	15		
		4.	Asst.Prof./Lecturer	20		
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		6.	Faculty Cadre Ratio	1.20		

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		6.	Faculty Cadre Ratio	120	
	• (19) C:- STAFF D	ETAILS AS ON	TODAY :		
			You have submitted thi	s form.	
		Sr. No.	Particulars	Actual at Institute	
		1.	No. of Permanent Faculty :	25	
		2.	No. of Pro-term Faculty :	20	
		3.	Total Faculties :	45	
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	(20) GENERAL	INFORMATION :					
		You have subm	itted this form.				
	Sr. No.	Particulars			Answer		
	1.	Whether the institute is charging any addition regulatory commits If yes under which h	al fee other than approve ee ? wad?	d fee Yes	E.		
	2.	Whether the institute website Home Page disp Girls)?	lays hostel facility(for Boy	s and Yes	e.		
	3,	Whether Time schedule of college is as pe	r the AICTE/GTU circular 1	7 Yes	k.		
	4.	College timing for students(from	Monday to Friday)	10-4	10-4		
	5.	Whether the institute(in it's building)has the rep	prography(photocopying)	facility? Yes			
		Please mention the charge of phy Whether the college is sending a e-attendance re	oto copy per page port of all the college stud	dents to	8	100	
	0.	the GTU as per sche	dule?	NO	<u></u>		
	7.	Whether at least 2 library tickets are it	ssued to the students?	Yes		10	
	8,	(It is advisable to keep the books in open racks encourage the students for reading an	to store the books? is instead of close cupboa nd referring the books)	rd to Yes	ř.		
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		approved by AICTE ? If YES give the name of courses	deno	
	(22)			
		Whether the Institute is accredited by NAAC/NBA?	Yes	
		If YES than Give Details of no. of courses,grades etc. and attach the photocopy of the accreditation	desc	
	(23)			
		Whether any inquiry was set by AICTE / GTU/GUJ. GOVERNMENT against the	Yes	
		institute OR any employee of the college during last 2 academic years If YES than Give Details of inquiry	demo	
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		Anti-ragging Committee	Write name & mobile no. of respective person.]		
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			Brook Field Viscometer	(10	
			Single punch tablet machine	10	
			Friability Tester	(10	
			Disintegration Tester	(10	
			Dissolution Tester USP NF32	10	
			Capsule Filling Machine	10	
			Ampuole filling and sealing machine	(10	
			Hardness Tester	(10	
			Ointment filling and sealing machine	(10	
			All purpose equipments with all accessories	(10	
			Aseptic cabinet with laminar flow	(10	
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, protruments Required	* Gitter T	ab .	* *		And Annual Property of the Instance
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			Clavenger apparatus	10	
			TLC Chamber	(10	
			Reflux flask with condensor	(10	
			Electrical water bath	10	
			UV Visible Spectrophotometer	(10	
			HPLC (desirable)	(10	
			Colorimeter	(10	
			Digital PH meter	(10	
			Digital Balance(1 mg sensitivity)	10	
		Central Instrument Room	Fluorimeter	(10	
		200005	Flame Photometer	(10	
			Potentiometer	10	
		3	Conductivity meter	(10	
			FT IR (desirable)	(10	
			HPTLC (desirable)	10	

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			Double beam spectrophotometer	()	
			Digital balance(1 mg sensitivity)	2	
			FT-IR	3	
		M.Pharm(For any course)	HPLC	(4	
			Sonicator	5	
			HPTLC(Desirable)	6	
			Spectro flourimeter(Desirable)	(7	
			Brook Field Viscometer	(4	
			Probe Sonicator	3	
			Rotary table machine	3	
			Rota evaporator	2	
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		Double beam spectrophotometer	4	
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	Analysis)	HPTLC(Desirable)	(5	
	1 1	Spectro flourimeter	(3	
		Atomic absorption and emission spectrophotometer(Desirable)	(3	
		Digital PH meter	8	
		Rota evaporator	(8	
	M.Pharm(Pharmacognosy)	HPTLC	8	
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		Physiograph	5	
	Central Instrument Room	Semi auto analyzer(desirable)	3	

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			Digital balance(1 mg sensitivity)	2	
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			Sonicator	(5	
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			Rota evaporator	2	
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