

GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007) ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

GTU/Staff_Details_2014/5590

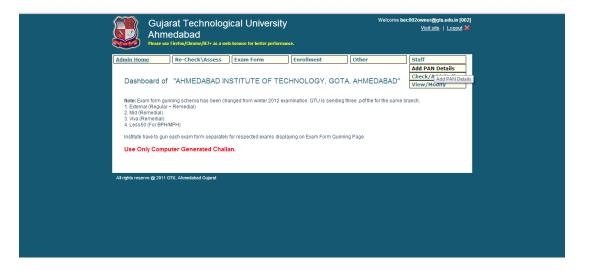
Date: 13th August 2014

Instructions for Online Submission of Faculty Details

- ✓ All the affiliate college institute heads should inform all concern faculties to update their profile
- ✓ It is compulsory for all the faculties of GTU to add their details subject wise. If faculty details of all the faculties (including Regular, Adhoc, Visiting) are not added GTU will consider it as a faculty deficiency of respective Institute. It will be the sole responsibility of Head of Department and Institute Head to see that all the regular, adhoc, visiting faculties details are invariably filled.
- ✓ All the affiliate college institute heads should inform all concern faculties to update their profile on following link: <u>http://www.gtu.ac.in/admin</u> or <u>http://www.gtuexams.in</u>.
- ✓ It is compulsory for all regular, adhoc, visiting faculties to create (if they don't have it) /check and update (If they already have it) their profile and are informed to add subjects allotted to them in the current semester. Faculty have to add all the subjects in which they have experience even the subject are not allotted to them in current semester.
- ✓ Faculties who are qualified as PG teacher can fill their subject of expertise in PG even if their college are not running PG programme
- ✓ All the faculty are also informed to add or edit the subjects in which they have teaching experience as per GTU teaching scheme and syllabus.
- ✓ If the faculty is approved by GTU they should invariably mention their outward number and date in online entry.
- ✓ All faculties are informed to **fill the correct factual information**.
- ✓ If any faculty is transferred or joined any other institute affiliated to GTU then they should deactivate their profile from the old institute and update the same in their new institute.
- ✓ If the faculty has resigned or left the institute then faculty profile should be deactivated. To inactive the profiles refer help men in online staff application.
- ✓ All institute head should verify and authenticate information filled (subject offered, experience etc.) by their all their concern faulty in online module.
- ✓ If there is any query regarding above you can mail it to <u>staff_query@gtu.edu.in</u>.

Last date to fill and validate online Faculty information is 25th August 2014. All the faculties/Head of Department are informed to follow above instructions carefully and adhere to it. More instructions along with the screenshot are herewith attached with this circular

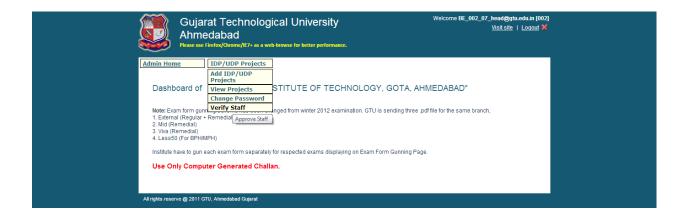
- 1. Update the PAN Number for the faculties, whose ID proof is other than PAN Details, Now and onwards PAN Number is mandatory for all.
 - a. Steps:
 - i. GO to : <u>http://gtuexams.in/</u>
 - ii. Login with your owner credentials provided by GTU for the admin panel access.
 - iii. Go to Staffs -> Add PAN Details :



- iv. You will find only those staff list whose PAN Details are not updated yet.
- v. Enter PAN details for each and every staff.
- vi. And Click Save, Given at the end of Page.

| Admin Home | Re-Check\Assess | Exam Form | Enrollment | Other | Staff | |
|------------|----------------------------|--------------|------------|-------|------------|--|
| | | | | | | |
| Staff Code | | Name | | | PAN NO | |
| 1688 | Mr. Shah Saumil Ashokkun | | | | ASRPJ0684Q | |
| 1737 | Mr. Raval Ronak Yogeshku | mar | | | | |
| 3313 | Mr. Patel Chintan Ashokbh | ai | | | | |
| 4299 | Mr. Zala Anilsinh Vinusinh | | | [| | |
| 4336 | Ms. Kaul Deepali Prannath | | | | | |
| 7217 | Mr. JADAV KETANKUMAR | RAMJIBHAI | | [| | |
| 7236 | Ms. SHAH MANSI JAGDIS | HBHAI | | | | |
| 7255 | Mr. SINGH RADHE SHYAN | 4 | | [| | |
| 7404 | Ms. RAVAL RITISHA MAN | | | L | | |
| | | | | ſ | | |
| 7425 | Ms. PANCHAL NEELAM N | | | l | | |
| 7447 | Mr. PATEL URVESHKUMA | AR AHVINBHAI | | | | |
| 7459 | Ms. MANDALIYA NIRALI D | EEPAKBHAI | | [| | |
| 7477 | Ms. RATHOD SONIKA KIS | HANBHAI | | | | |
| 7488 | Ms. PATEL CHAITALI RAK | ESH | | [| | |
| | | | | | | |
| 21632 | Mr. Shah Jainik Gopalkuma | ar | | | AYIPM6307L | |
| 22366 | Mr. AA AAA AAAA | | | | ASAPP2525K | |
| 22367 | Dr. aa 1231 23 | | | | ASRPJ0684Q | |
| 22368 | Mr. 121 1231 321 | | | | ATJPM4289P | |
| | | | Save All | I | | |

- 2. Approve Staff:
 - a. Login With the Head Credentials in the admin Panel :
 - b. Go to -> Verify Staff.



- c. Check Staff Details like name, designation, experience, subject details.
- d. Tick Approve below the staff details, And click save at the end of page:

| SthCode 170702 Mobile Computir 130701 Digital Logic Der 130701 Digital Logic Der 110003 Computer Progic 170000 Project II 171005 Embedded Syst 170705 Embedded Syst 150701 Advance Process 150701 Microprocessor 151001 Microprocesor 151001 Micr | sign amming And Utilization ems onology Sofe And Interfacing and Interfacing | TotalExp 6.00 17.00 25.00 20.00 20.00 20.00 20.00 20.00 25.00 25.00 25.00 25.00 25.00 17.00 |
|--|--|---|
| 170702 Mobile Computir 130701 Digital Logic Dec 130003 Computer Progic 1700001 Project-I 180106 Project-I 170005 Embedded Tech 150701 Advance Processin 140701 Microprocessor 151001 Microprocessor 150001 Advance Processor | ng sign amming And Utilization ems inology sols And Interfacing and Interfacing | 6.00 17.00 25.00 20.00 20.00 20.00 20.00 20.00 20.00 25.00 25.00 25.00 25.00 25.00 25.00 6.00 |
| 130701 Digital Logic Des 110003 Computer Progr 110001 Project - I 180106 Project II 170005 Embedded Syst 150701 Advance Processor 140701 Microprocessor 150001 Advance Comput 180704 Advance Comput | sign amming And Utilization ems onology Sofe And Interfacing and Interfacing | 17.00 25.00 20.00 20.00 20.00 25.00 25.00 25.00 25.00 6.00 |
| 110003 Computer Program 170001 Project - I 180106 Project II 171005 Embedded System 170705 Embedded System 170701 Advance Process 140701 Microprocessor A 151001 Microcontroller A 180704 Advance Computer Process | amming And Utilization ems nology sors And Interfacing di Interfacing | 25.00 20.00 20.00 20.00 25.00 25.00 25.00 6.00 |
| 170001 Project - I 180106 Project II 171005 Embedded Syste 170705 Embedded Tech 150701 Advance Process 140701 Microprocessor / 151001 Microcontroller A 180704 Advance Compute | ems inology sors And Interfacing nd Interfacing | 20.00 20.00 20.00 25.00 25.00 25.00 25.00 6.00 |
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| 150701 Advance Process 140701 Microprocessor / 151001 Microcontroller A 180704 Advance Comput | sors And Interfacing Ind Interfacing | 25.00 25.00 25.00 6.00 |
| 140701 Microprocessor / 151001 Microcontroller A 180704 Advance Compu | And Interfacing nd Interfacing | 25.00 25.00 6.00 |
| 151001 Microcontroller A 180704 Advance Compu | nd Interfacing | 25.00 6.00 |
| 180704 Advance Compu | | 6.00 |
| | | |
| managementer | | 17.00 |
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- 3. To check staff Exists :
 - a. Login with your owner credentials,
 - b. Go to : Staff -> View / Modify :

| Admin Home Re-Check\As | | Re-Check\As | isess Exi | am Form | E | Enrollment | | Other | | Staff | |
|---|---|---|---|----------------------------------|--|---|---|--|---------------------------|-----------|--|
| | | | | | | | | | | Add PAN D |)etails |
| Check Sta | aff Details | 5 | | | | | | | | Check/Add | d Staff |
| | | | | | | | | | | View/Mod | ify |
| Search By Any | of following o | ption: | | | | | | | | View | /Staff |
| Staff Code :- | | | | | Nam | ie :- | | | | | |
| | | | | | | | | | | | |
| Designation :- | · | | | | Depa | irtment :- | | | | | |
| Qualification :- | All | | • | | Subj | set - | | | | | |
| Qualification | All | | | | Subj | SCL- | | | | | |
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| | | | | Sea | irch | Export to Exce | | | | | |
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| | | | | Sea | irch | Export to Exce | | | | | |
| Staff Code | Nai | me | Designa | | irch | Export to Exce Department | 1 | Qualificatio | 'n | Total Exp | EDIT |
| Code | Nai Saumil Asho | | Designa | tion | chanical Eng | Department | 1 | Qualificatio Master | n 2 | Total Exp | ₽ <u>Edit</u> |
| Code 1688 Shah 1709 Shuk | Saumil Asho Ia Himanshu | kkumar Dinkerrai | | tion Met | | Department | 1 | | 2 45 | Total Exp | ♀ <u>Edit</u> ♀ <u>Edit</u> |
| Code 1688 Shah 1709 Shuk 1713 Praja | Saumil Asho Ia Himanshu | kkumar | Lecturer professor Lecturer | tion Me Civ | chanical Eng | Department neering | • | Master | 2 | Total Exp | ♀ <u>Edit</u> ♀ <u>Edit</u> ♀ <u>Edit</u> |
| Code 1688 Shah 1709 Shuk 1713 Praja | Saumil Asho Ia Himanshu | ikkumar Dinkerrai umar Babulal | Lecturer professor | tion Mer Civ | chanical Eng | Department neering p neering | • | Master Master | 2 45 | Total Exp | ♀ <u>Edit</u> ♀ <u>Edit</u> ♀ <u>Edit</u> ♀ <u>Edit</u> |
| Code 1688 Shah 1709 Shuk 1713 Praja 1737 Rava | Saumil Asho Ia Himanshu pati Saileshk | ikkumar Dinkerrai umar Babulal shkumar | Lecturer professor Lecturer | tion Mer Civ Mer Mer | chanical Engi il Enginnering chanical Eng | Department neering p neering neering | | Master Master Bachelor | 2 45 2.3 2 39 | Total Exp | $\bigcirc \frac{Edit}{Edit}$ $\bigcirc \frac{Edit}{Edit}$ $\bigcirc \frac{Edit}{Edit}$ |
| Code 1688 Shah 1709 Shuk 1713 Praja 1737 Rava 1780 Josh | Saumil Asho la Himanshu pati Saileshk I Ronak Yoge | kkumar Dinkerrai umar Babulal shkumar inhbhai | Lecturer professor Lecturer Lecturer | tion Mer Civ Mer Mer | chanical Eng il Enginnering chanical Eng chanical Eng | Department neering p neering neering neering | | Master Master Bachelor Bachelor | 2 45 2.3 2 | Total Exp | ♀ <u>Edit</u> ♀ <u>Edit</u> ♀ <u>Edit</u> ♀ <u>Edit</u> |

- c. You will find the list of staff of your institute.
 - i. You can search by Staff code/ Name/designation / department / qualification / subject.
 - ii. To download details, click export to excel.

- 4. Add New Staff:
 - a. Staff-> Check /Add Staff :

| Admin H | ome | Re-Check\Assess | Exam Form | Enrollment | Other | Staff |
|---------------|--|----------------------|---|------------|---------|--------------------|
| Che | ck Staff De | tails | | | | |
| | t Any One Verific Verification Nurr | nber . | -select- -select- PAN NO Driving License Voter Card | | CHECK A | VAILABILITY CANCEL |
| All rights re | eserve @ 2011 GT | U, Ahmedabad Gujarat | | | | |

- b. Select PAN NO, add pan details and click check availability.
 - i. You will find details if already added / you can add new from here , Enter correct details and Click Save at the end of page.

| Add Staff Det | ails | | | | |
|--------------------------------|-------------|------------------------------|----------------------|------------------------------|------------|
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| | | | | | |
| Name : * | Ms. | Surname | FirstName | LastName rakeshkumar | л Г |
| Address 1:* | | Society Opp Adarshnagar Soci | | Takeonkannar | |
| Address 2: | | chool, Isanpur raod | ioty | | - |
| Address 3: | | Ahmedabad | | | - |
| Pin Code :* | 380008 | , annound and | | | |
| Phone (O) : | 2717241132 | | Phone (H) : | 7925331870 | |
| Mobile : * | 9638846660 | | | | |
| Email : * | | AU@gmail.com | | | - I |
| Birth Date : * | 13-12-1990 | | | (ie. 2012-02-15) | |
| Photo : | | e No file chosen | | Sector Treat | |
| | | | | No. 1 And Contract of Marine | |
| Id Proof Code : | ASRPJ0684 | Q PAN | | 772 A | |
| Upload ID proof : | Choose Fil | e No file chosen | | | |
| Qualification : * | Bachelor | • | | 10 | |
| | | | | | |
| Teaching Experier | ce Year : 0 | Months : 6 | • | | |
| Other Experience: | Year: 0 | Months : 0 | • | | |
| Total Experience | | | | | |
| Endorsed by GTU | © Yes | No | | | |
| Department : * | 09 👻 | Electrical Engineering | | | |
| Designation : * | Lecturer | • | Job Type : | Regular | • |
| Are you GTU Co- ordinator ? | O Yes | No | | | _ |
| Institute Status | Active | • | | | |
| Institute Code | 002 | | Institute Type | BE | |
| Institute Name | AHMEDAE | AD INSTITUTE OF TECHNOLC | OGY, GOTA, AHMEDABAD | | |
| Bank Name | | | | | |
| Branch Code | | | | | |
| Branch Name | | | | | |
| Act Type | | | Account No | | |
| IFSC Code | | | | | |
| | | | | | AVE CANCEL |
| | | | | - | |

c. After save note down your staff code, And Click on add subject details.



d. Add subject details: select semester, subject code, year, month details, select currently teaching and click on add.

e. To Edit previous details click edit under action heading.

| | | Ad | Id New Reco | rd | | | | |
|---|--|---|-----------------------------|-----------------------|-------------------|-------|--------|--|
| Staff Code : 72 | 17 | | | | | | | |
| | | KUMAR RAMJIBHAI | | | | | | |
| | | | | | | | | |
| Sem - 1 | | ▼ Su | ıbject Code | 11000 | 12 | • | | |
| Subject Name | - | | | | - | | | |
| Yearselect- | | ▼ Mo | onth - 0 | | | - | | |
| Currently Te | eaching | | | | | | | |
| Le Currentiy I | cucinity | | 10000 | | | | | |
| | | | ADD | | | | | |
| Code Sem S | Subject Code | Subject Name | Ye | ar Mont | th Currently Tead | ching | Action | |
| Code Sem 9 97951 3 1 | Subject Code 130901 | Circuits And Networks | Ye O | ar Mont 6 | th Currently Tead | ching | ۵ 🏠 | |
| Code Sem 97951 3 1 97952 3 1 | Subject Code 130901 130701 | Circuits And Networks Digital Logic Design | Ye 0 0 | | | ching | | |
| Code Sem S 97951 3 1 97952 3 1 97953 3 1 | Subject Code 130901 | Circuits And Networks Digital Logic Design Simulation And Design Tools | Ye O | 6 6 | th Currently Tead | ching | | |
| Code Sem S 97951 3 1 97952 3 1 97953 3 1 97954 7 1 | Subject Code 130901 130701 131102 | Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing | Ye 0 0 | 6 6 | | ching | | |
| Code Sem <td>Subject Code 130901 130701 131102 171003</td> <td>Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing Fundamentals Of Image Processing</td> <td>Ye 0 0 0 0</td> <td>6 6 6</td> <td></td> <td>ching</td> <td></td> <td></td> | Subject Code 130901 130701 131102 171003 | Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing Fundamentals Of Image Processing | Ye 0 0 0 0 | 6 6 6 | | ching | | |
| Code Sem <td>Subject Code 130901 130701 131102 171003 181102</td> <td>Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing</td> <td>Ye 0 0 0 0</td> <td>6 6 6 6</td> <td></td> <td>ching</td> <td></td> <td></td> | Subject Code 130901 130701 131102 171003 181102 | Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing | Ye 0 0 0 0 | 6 6 6 6 | | ching | | |
| Code Sem 9 97951 3 1 97952 3 1 97953 3 1 97954 7 1 97955 8 1 62823 5 1 62824 5 1 | Subject Code 130901 130701 131102 171003 181102 151003 | Circuits And Networks Digital Logic Design Simulation And Design Tools Digital Signal Processing Fundamentals Of Image Processing Integrated Circuits And Applications | ¥e 0 0 0 0 0 | 6 6 6 6 6 | | ching | | |

- f. Click Add Paper Details after adding subject details.
- g. Add Paper details and click on add.
- 5. Check All details :
 - a. Go to View/Modify Staff :
 - i. Click on View Icon under Edit heading.

| Admin Home Re-Check | ssess Exam Form | Enrollment | Other | Staff |
|------------------------------------|--------------------|--------------------------------|---------------|----------------|
| Check Staff Details | | | | |
| | | | | |
| Search By Any of following option: | | | | |
| Staff Code :- 7217 | | Name :- | | |
| Designation :- | | Department :- | | |
| Qualification :- All | • | Subject :- | | |
| Staff Name Code | Search | Export to Excel | Qualification | Total Exp EDIT |
| 7217 JADAV KETANKUMAR RAMJIBHA | Lecturer Electroni | cs & Communication Engineering | Bachelor 2.2 | |
| | | | | View |

| → C D gtuexams.in/staff/ViewS | gtuexams.in/staff/ViewStaffDetails.a | | | | | | | | | |
|-------------------------------|--------------------------------------|------------|-----------|---|-----------------|------------------|------|-----|----------|---------------|
| | gueranis.in/stan/viewstanDetails.a | spx?id=721 | 7 | | | | | | <u>/</u> | 公 9 |
| | Mr. JADAV KETAN | кима | | MJIBHAI | | | | 002 | | |
| | Address | A/32/38 | 0,HARIC | M APPT. NAVAVADAJ AHMEDABAD | 380013 | | | | | |
| | Contact No | 982572 | 0023, 79 | 927645530, 2717241132 | | | | | | |
| | Email | keta08 | _ec@yah | oo.com | | | | | | |
| Admin | Qualification | Bachelo | r | | | | | | | |
| Admin | Total Experience | 2.2 | | | | | | | | |
| Check | Birth Date | 24 Jan 1 | 1987 | | | | | | | |
| Officer | Bank Details | | | | | | | | | |
| | Account details | , | | | | | | | | |
| Search By | Designation | Lecturer | r | | | | | | | |
| | Department | Electron | nics & Co | mmunication Engineering | | | | | | |
| Staff Code | GTU Co-ordinator | YES | | | | | | | | |
| Designatio | Job Type | Regular | | | | | | | | |
| Designatio | Endorsed | NO | | | | | | | | |
| Qualificatio | | Count : | 9 | | | | | | | |
| Quanitait | | Sem S | ubCode | SubName | Exp. in Year | Exp. in Month | Year | | | |
| | | 3 1 | 30901 | Circuits And Networks | 0 | 6 | | | | |
| | | 3 1 | 30701 | Digital Logic Design | 0 | 6 | | | | |
| | | 3 1 | 31102 | Simulation And Design Tools | 0 | 6 | | | | |
| | | 7 1 | 71003 | Digital Signal Processing | 0 | 6 | | | | |
| Staff Code | Subjects | 8 1 | 81102 | Fundamentals Of Image Processing | 0 | 6 | | л | | |
| 7217 J. | | 5 1 | 51003 | Integrated Circuits And Applications | 1 | 6 | | dit | | |
| | | 5 1 | 51001 | Microcontroller And Interfacing | 0 | 6 | | | | |
| | | 5 1 | 50701 | Advance Processors | 0 | 6 | | | | |
| | | 6 1 | 61005 | Optical Communication | 1 | 0 | | | | |
| | Paper Published | | | | | | | 38 | | |
| | | | | Close | | | | -10 | | |