## **Diploma Engineering – Project Report Upload**

#### **Process Flow**

Each Diploma college GTU Coordinator/Faculty Member-incharge of projects/Principal are required to bulk upload the projects of the final year DE students at the given link.

Log in and password to register in the portal will be mailed in the mail ID of each GTU Coordinator of every Polytechnic/ Diploma Engineering Institute.

## Step: 1 Diploma Engineering project bulk uploading link

GTU Coordinator/ Faculty Member-incharge of projects/Principal/ HODs of respective branch can bulk upload their DE final year projects through the following link:

# http://projects.gtu.ac.in



View of Home Page for Diploma Project Report Upload

Please contact in case of any difficulty at <a href="mailto:design@gtu.edu.in">design@gtu.edu.in</a>

#### Step: 2 College Coordinator will Login into PMMS

✓ After step 1, GTU Coordinator can log into the platform. A unique Login ID and password is provided to GTU Coordinator/ Principal by mail. If any Polytechnic/ Diploma Engineering Institute does not get Login ID and password, please inform the University immediately at <a href="mailto:design@gtu.edu.in">design@gtu.edu.in</a>

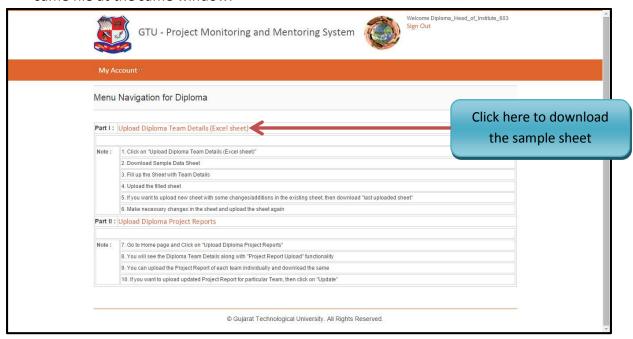


### **View of System after Login Process**

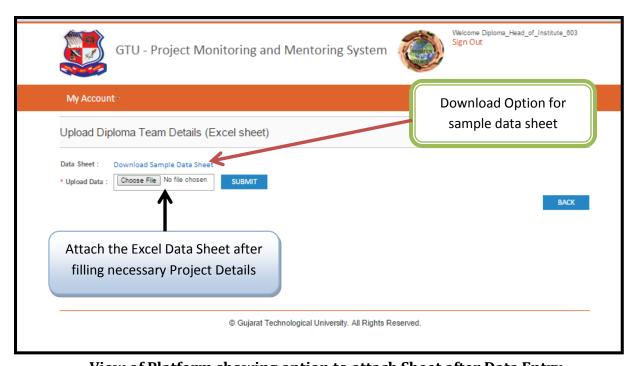
#### Step: 3 Download Excel Sheet Format and enter the details

- ✓ After login to portal, GTU Coordinator will be able to download the Excel sheet format (for Diploma Students Project Report) available on Portal for bulk uploading.
- ✓ After performing the above process, the GTU Coordinator will be directed to the page where the sample excel sheet for registering/ to enter the details can be downloaded. The GTU Coordinator can fill up the sheet in the same format for all the students of the Polytechnic/ Diploma Engineering Institute.
- ✓ GTU Coordinator will have to enter the details like College Code, College Name, Department Code, Department Name, Team Member Names, Team Member Email IDs, Team Member Enrolment Nos., Internal Guide Name, Internal Guide Email ID, Internal Guide Contact No., Project Title, Project Abstract. Project Type (IDP/ UDP), Project Keywords etc.

✓ After entering the required data, mentioned above, the GTU Coordinator is to load the same file at the same window.



View of Platform showing option to download Excel Sheet for Data Entering



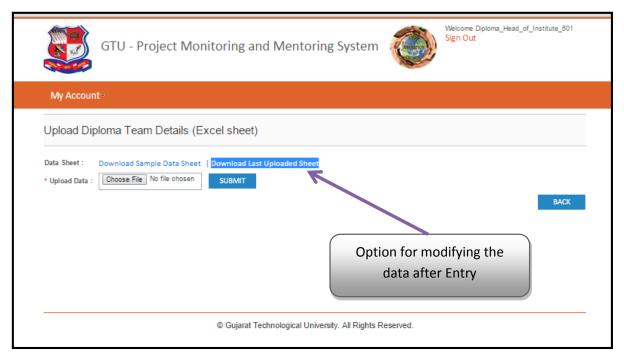
View of Platform showing option to attach Sheet after Data Entry

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#### Step: 4 Modifications into the uploaded Project and Student information

- ✓ After entering all the projects through the above steps, if the GTU Coordinator wants to modify the existing data, they have to perform the following operation:
  - I. GTU Coordinator has to download the **Last Uploaded Sheet** and can make the necessary modifications into the same.
  - II. After making the necessary changes, the GTU Coordinator has to again upload the new excel sheet giving the projects of all the students.
  - III. During the bulk upload, if the GTU Coordinator is making any changes in any one project data then he/ she has to upload the latest excel file so that other data will remain unaltered. (After this latest upload, the earlier sheets will not be considered.)

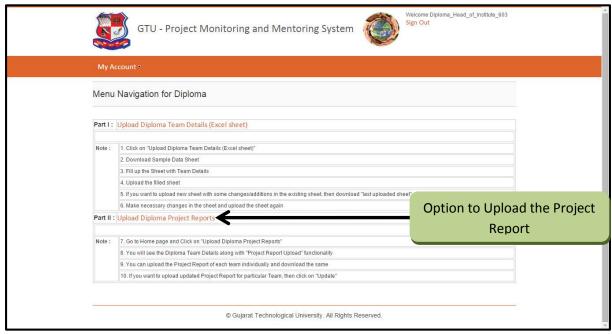


View of Platform regarding option of Modification of the Data

#### **Step: 5 Project Report Submissions**

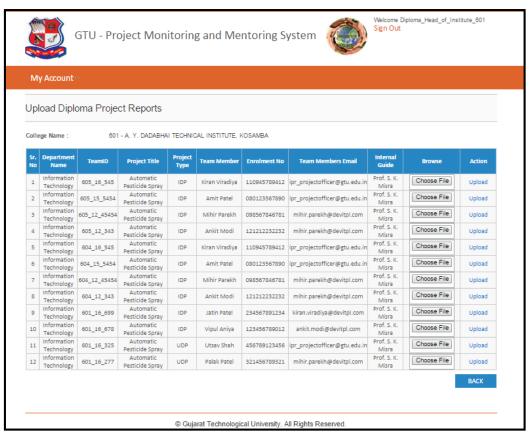
- ✓ After verifying all the details and modifications, the GTU Coordinator can upload the project reports of the students, by selecting the Upload Diploma Project Reports option at the home page of the portal.
- ✓ By clicking the option, the GTU Coordinator will be able to see the team list, registered at the portal. The GTU Coordinator can then select the file of the project report of the respective team.

- ✓ By clicking at the **upload** action, the file will be submitted and available at the portal (not in public domain). Only abstracts, title, team details, college and branch detail will be displayed in the public domain.
- ✓ At the same time the update option will appear at the portal. In case of modification for the project report, the GTU Coordinator can re-upload the modified project report file using the dame option.



View of Portal showing Project report Upload option

Please contact in case of any difficulty at <a href="mailto:design@gtu.edu.in">design@gtu.edu.in</a>



View of details after team Registration



View of portal showing Update option after attaching the Project report

Please contact in case of any difficulty at <a href="mailto:design@gtu.edu.in">design@gtu.edu.in</a>