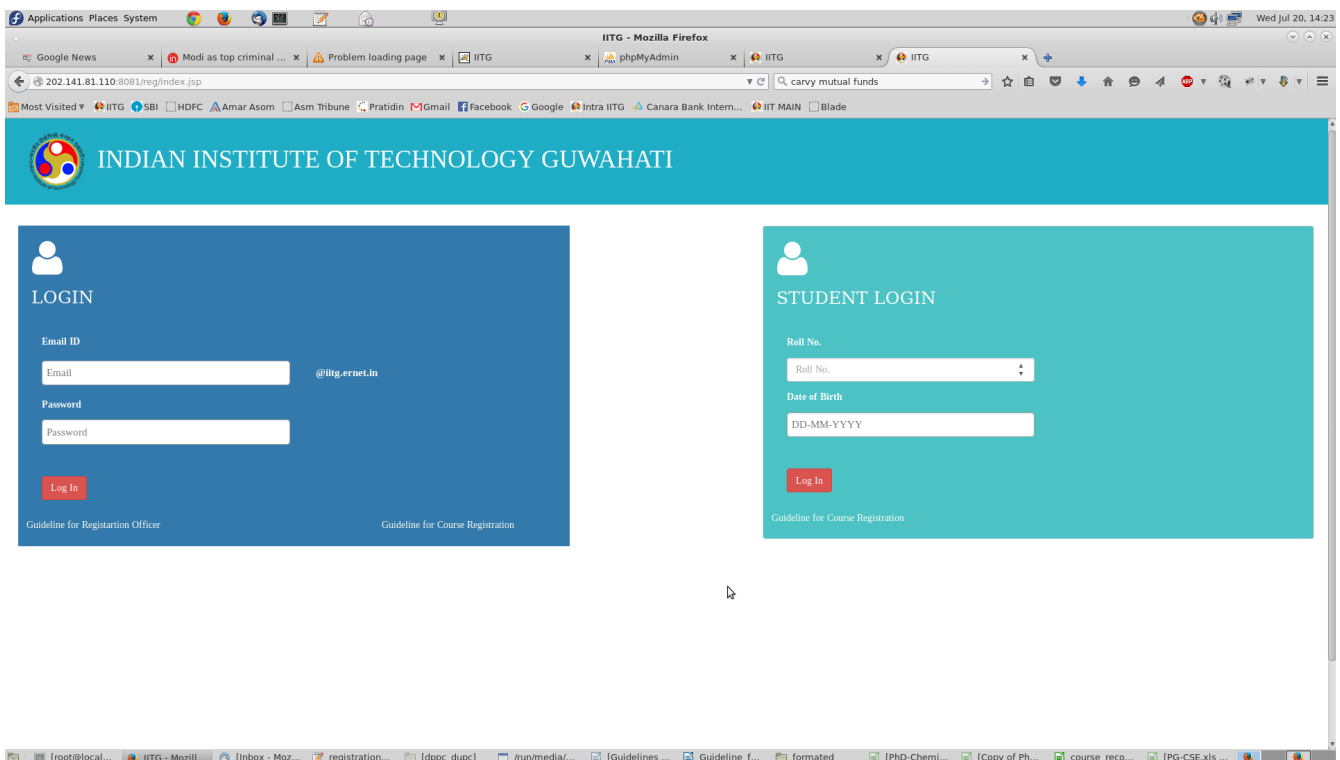


# Guidelines for Online Registration of Faculty advisor

**step-1:** Go to the website <https://automation.iitg.ernet.in/reg/>

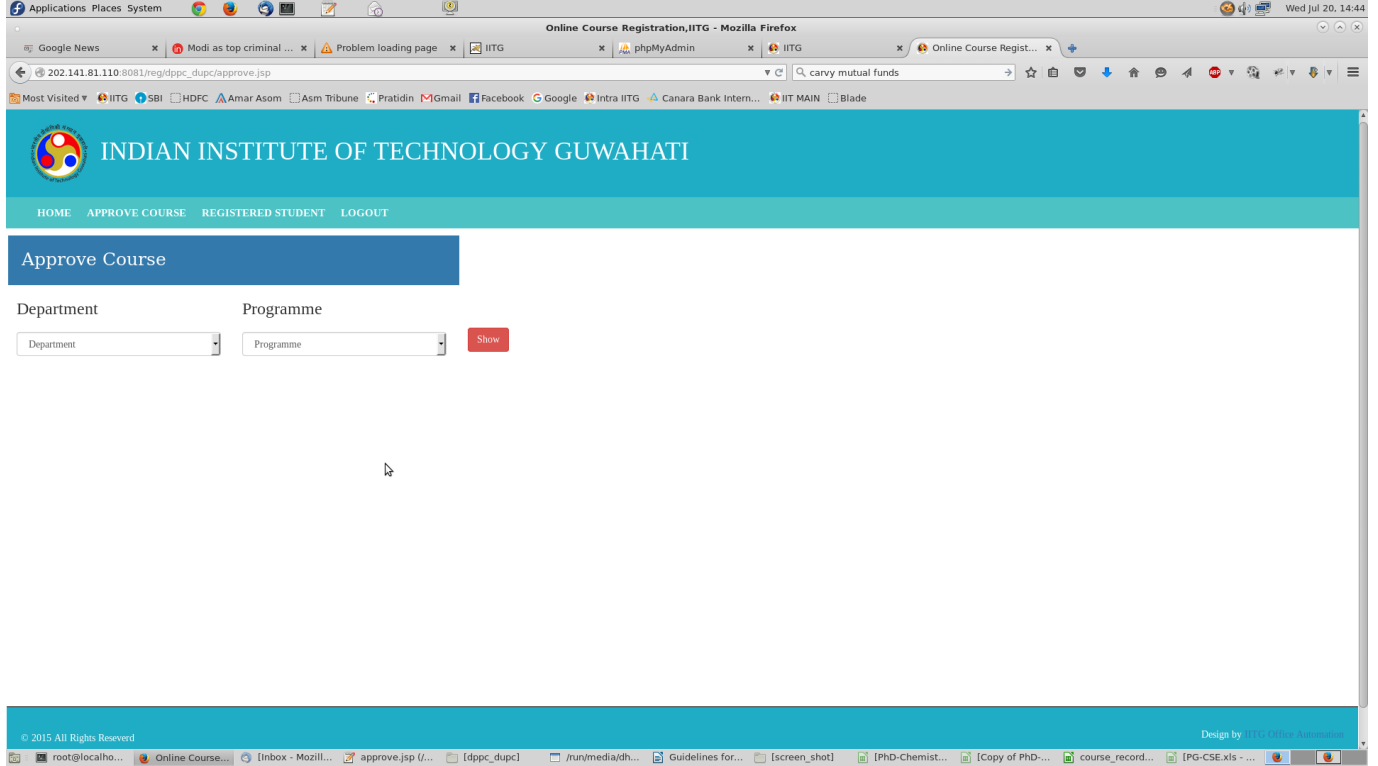
**Step-2:** Login using your DPPC/DUPC IITG Webmail id and password in LOGIN section.



The screenshot displays the IITG registration portal in a Mozilla Firefox browser. The page header features the IITG logo and the text "INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI". Below the header, there are two main login sections:

- LOGIN (Faculty):** A blue box containing a "LOGIN" heading, an "Email ID" field with a placeholder "@iitg.ernet.in", and a "Password" field. A red "Log In" button is at the bottom. Links for "Guideline for Registration Officer" and "Guideline for Course Registration" are visible at the bottom of the box.
- STUDENT LOGIN:** A teal box containing a "STUDENT LOGIN" heading, a "Roll No." field, a "Date of Birth" field with a "DD-MM-YYYY" placeholder, and a red "Log In" button. A link for "Guideline for Course Registration" is at the bottom.

The browser's address bar shows the URL "202.141.81.110:8081/reg/index.jsp". The taskbar at the bottom shows various open applications and files.



**For DPPC and DUPC secretary, new email ID already provided in during the previous online registration session i.e July-May, 2015.**

Here the guidelines about the Course registration and View Details process-

*When you log into the portal you will see the following Home page-*

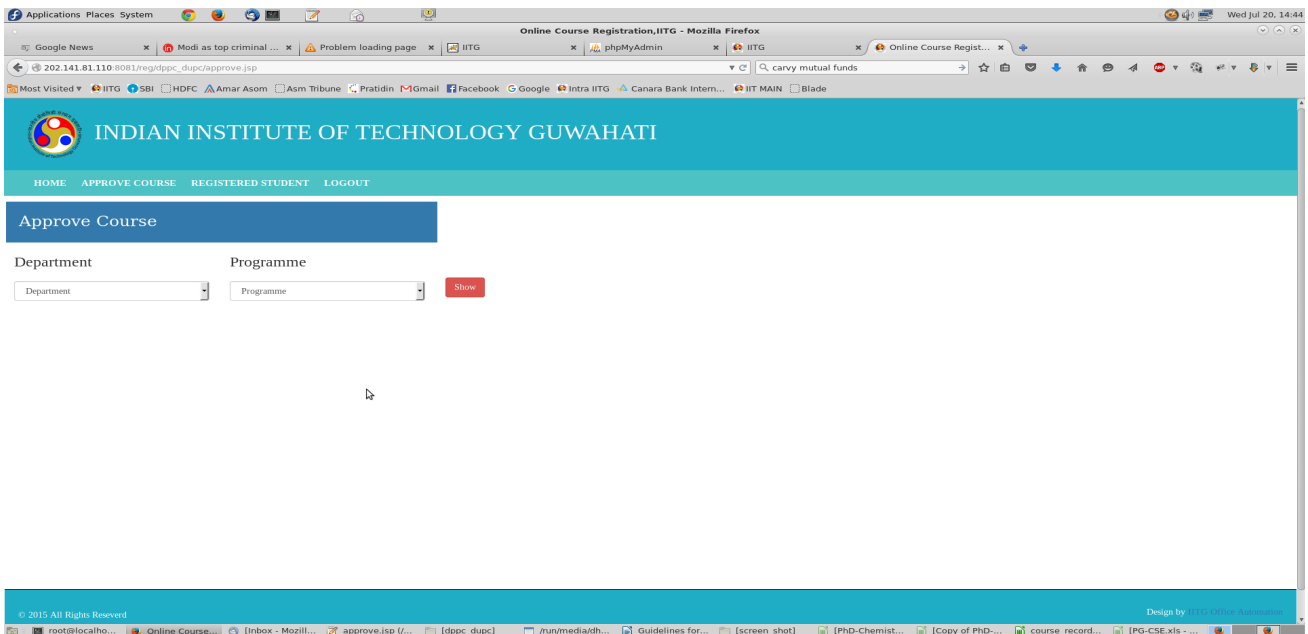
In the top menu, there are two link named APPROVE COURSE and REGISTERED STUDENT.

APPROVE COURSE link will direct you to approve the elective courses already registered by student.

REGISTERED STUDENT link will direct you to view the registered student along with their detail personal, academic and registration information.

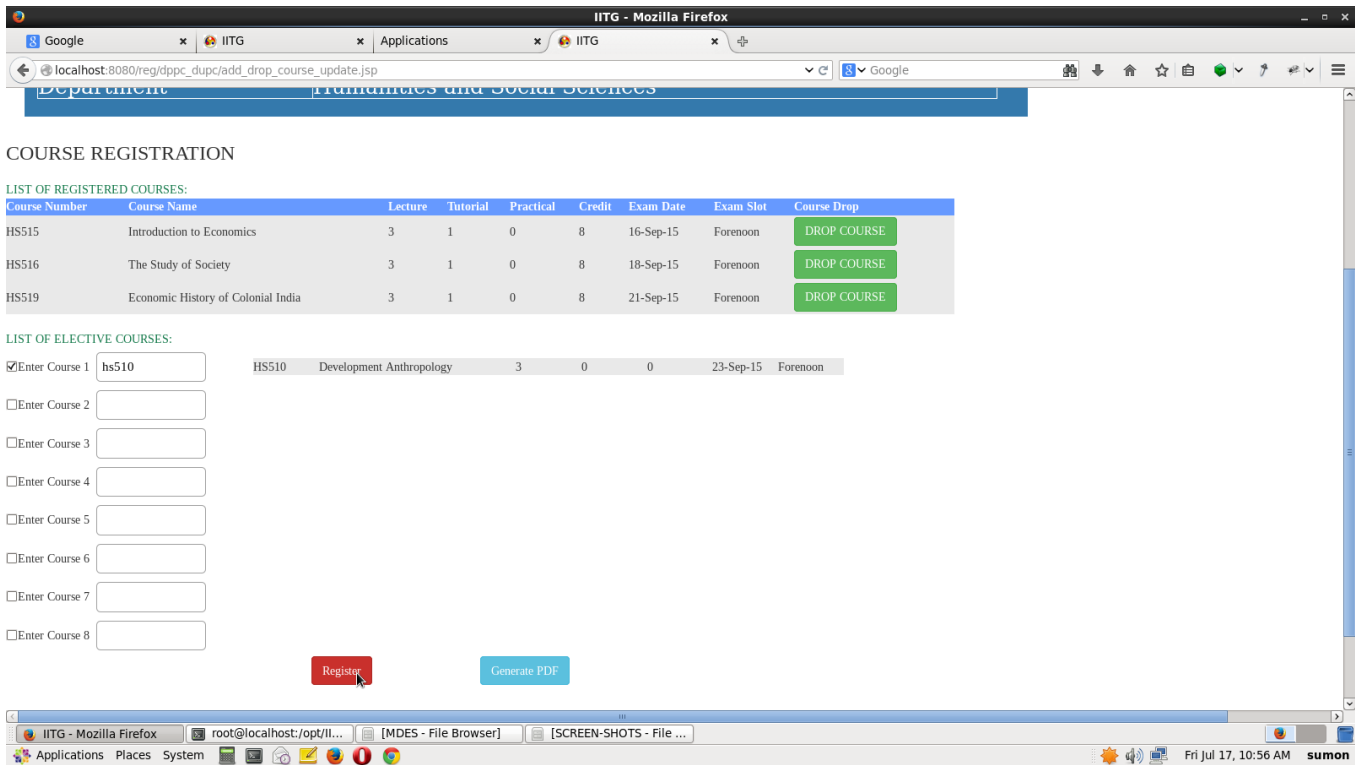
## APPROVE COURSE:

In this page, you have to select the department and respective programme. Upon selection, it will show the student who have done the registration process along with Course registration status.



Click on NAME of the student to be approve course.

Once clicked a new tab will show the course details page with core courses pre approved.



For all the elective courses chosen by the student, faculty advisor have to approve one by one.

**Once all elective courses approval done, course registration completes for that student.**

**Note: The DPPC member have to restrict the number of electives a student for his specialization can be taken.**

### **REGISTERED STUDENT link-**

In this page you will find two drop down menu, one is Department and other one is Programme.

You need to select the department and the programme to view the registered students.

Once you provide the above two options, all the registered student will be displayed along with the summarised information.

Indian Institute of Technology Guwahati

Registered Student

Department: Humanities and Social Sciences  
 Programme: MA

Registered students list in MA, Humanities and Social Sciences

SLNO	ROLL NO	NAME	CATEGORY	ADMISSION CATEGORY	REG. STATUS
1	152241001	ADARSH KUMAR	SC	SC	Final
2	152241002	AKASHITARA DAIMARI	ST	ST	Provisional
3	152241003	ANIL KUMAR JHAJHARIA	OBC(Non Creamy Layer)	Open Merit	Final
4	152241004	ANJAN JYOTI DAS	ST	ST	Provisional

Student name is hyperlinked to view the detail information. When clicked on the student name, all the detail information will be displayed.

Indian Institute of Technology Guwahati

Student Details

Application Number: 19  
 Applicant Name: Adarsh Kumar  
 Gender: MALE  
 Father/Guardian's Name: Subhash Chandra  
 Date of Birth: 1995-02-16  
 Marital Status: SINGLE  
 Nationality: Indian  
 Cast Category: SC  
 Student Category: REGULAR (FULL-TIME)  
 Physically Disabled: No  
 Any Qualifying degree from IITs: No

Correspondence Address  
 Permanent Address  
 Academic Record  
 Qualifying Exams  
 IITG Registration Status  
 Course Registered

Course Number	Course Name	Lecture	Tutorial	Practical	Credit	Exam Date	Exam Slot
HS515	Introduction to Economics	3	1	0	8	16-Sep-15	Forenoon
HS516	The Study of Society	3	1	0	8	18-Sep-15	Forenoon
HS519	Economic History of Colonial India	3	1	0	8	21-Sep-15	Forenoon

This concludes the course registration process.

Thank you.