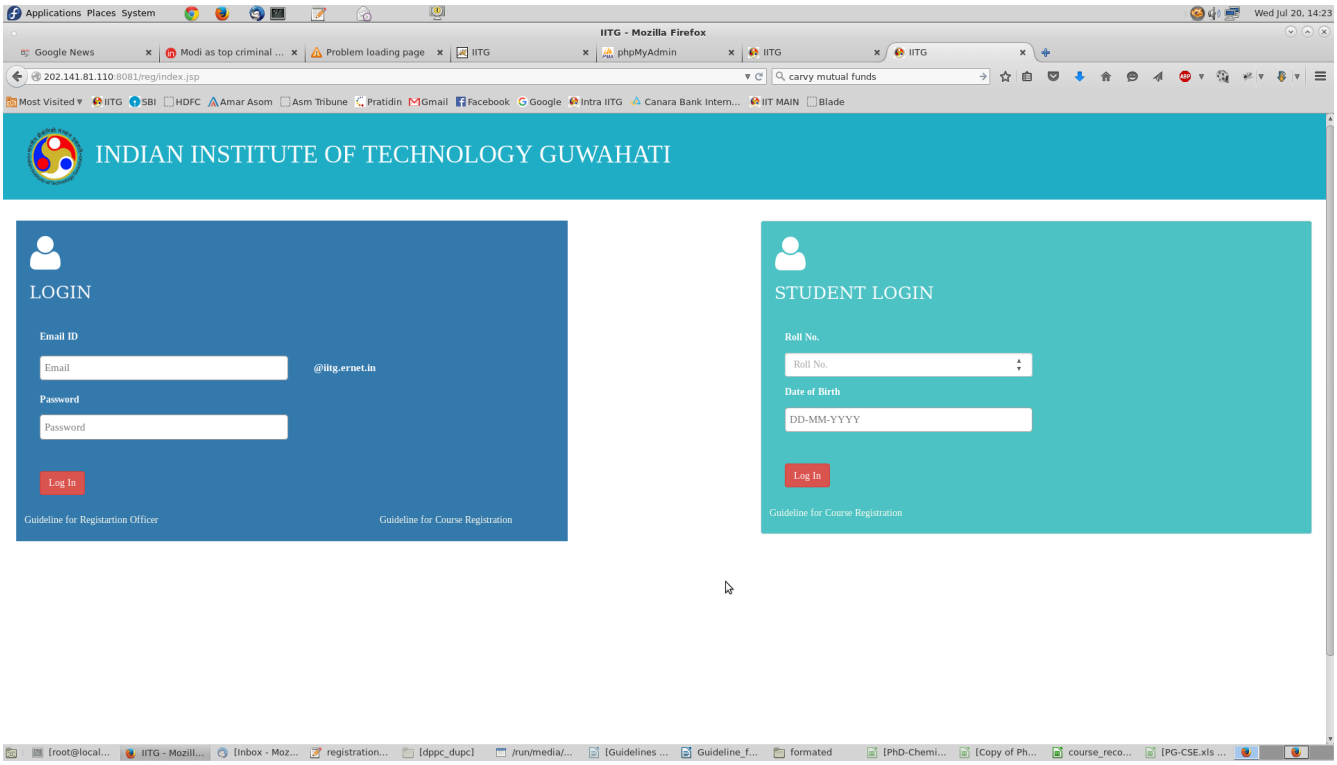
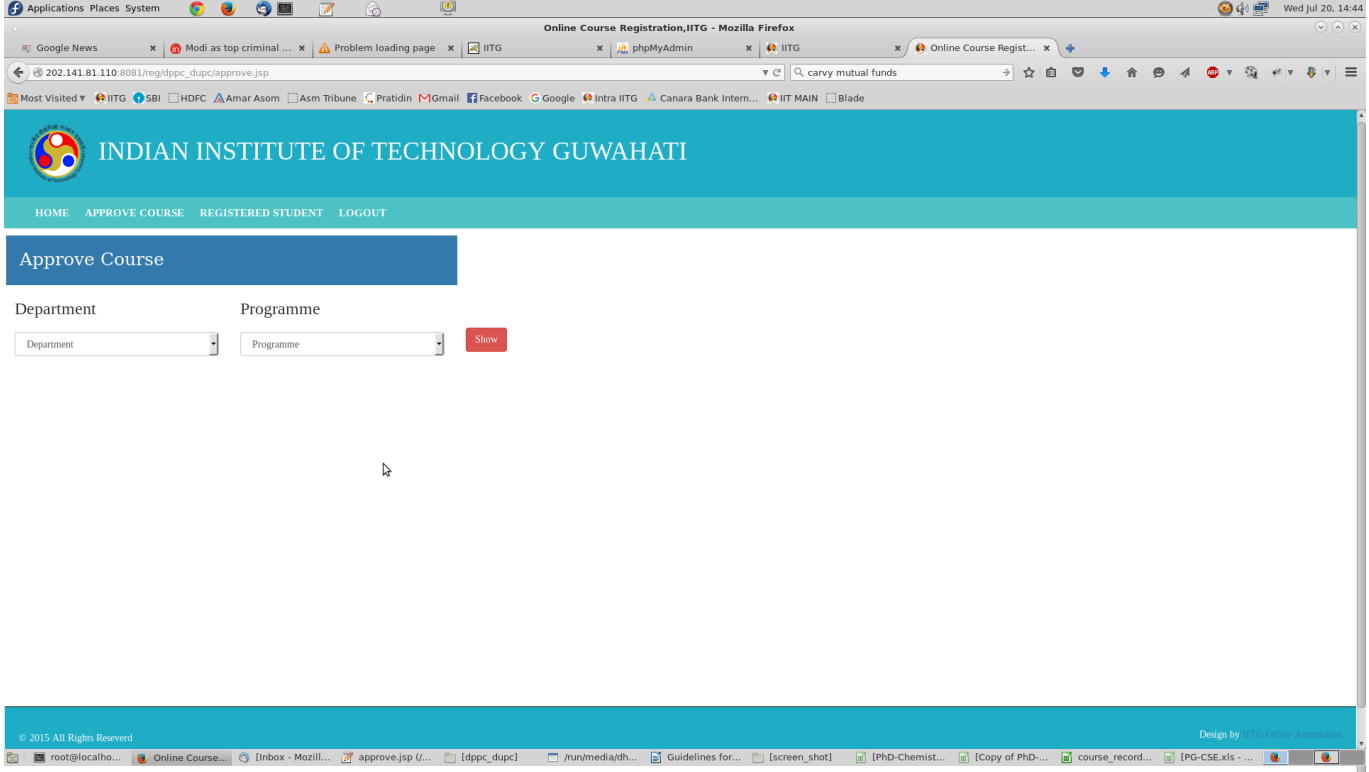
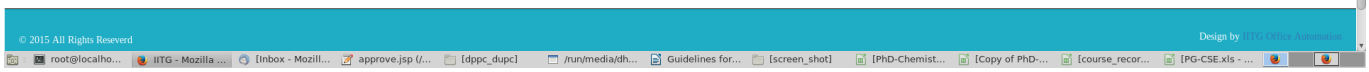
Guidelines for Online Registration of Faculty advisor

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.







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-

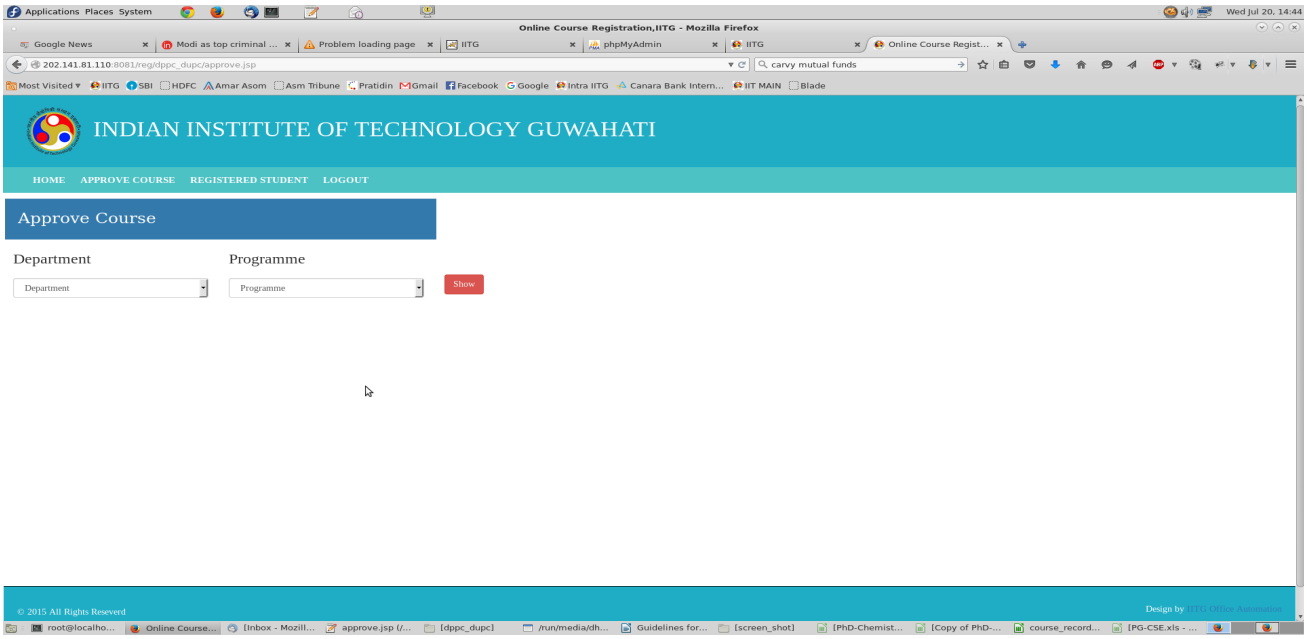
In the top menu, there are two link named APPROVE COURSE and REGISTERED STUDENT.

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.

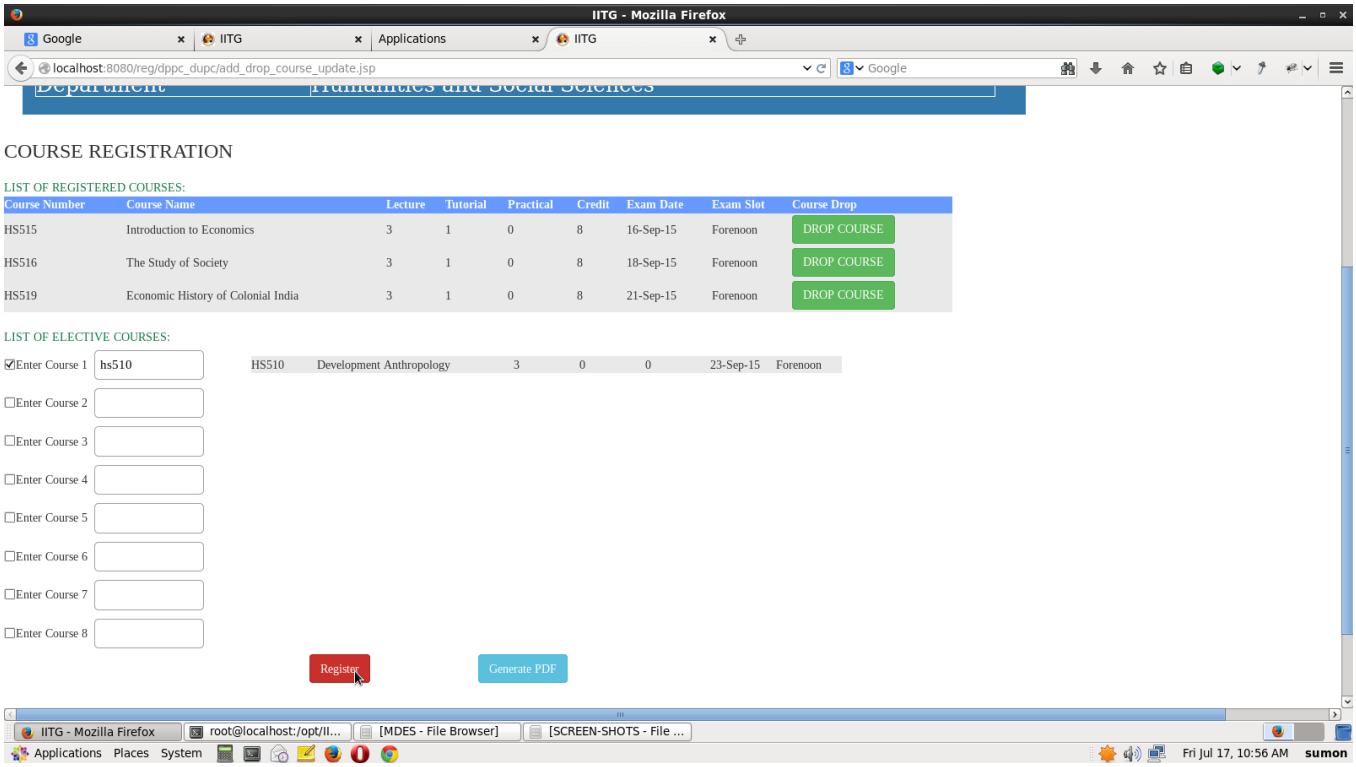
APPROVE COURSE:

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.

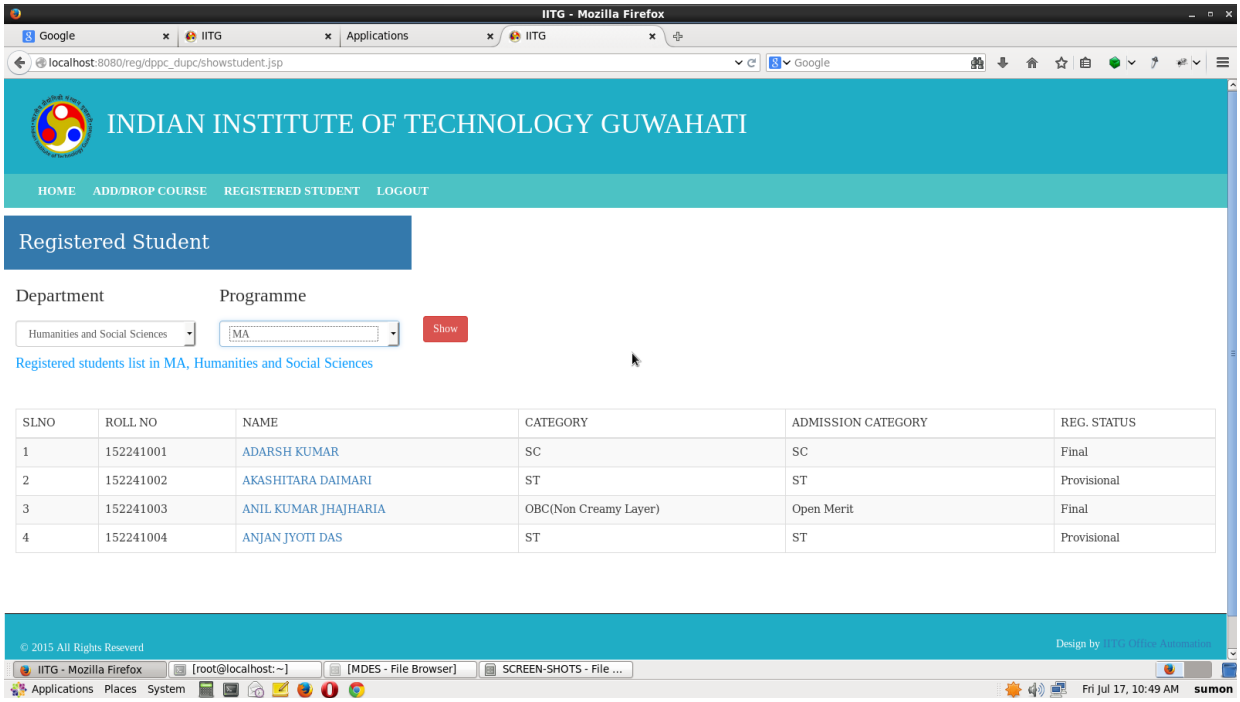
Note: The DPPC member have to restrict the number of electives a student for his specialization can be taken.

REGISTERED STUDENT link-

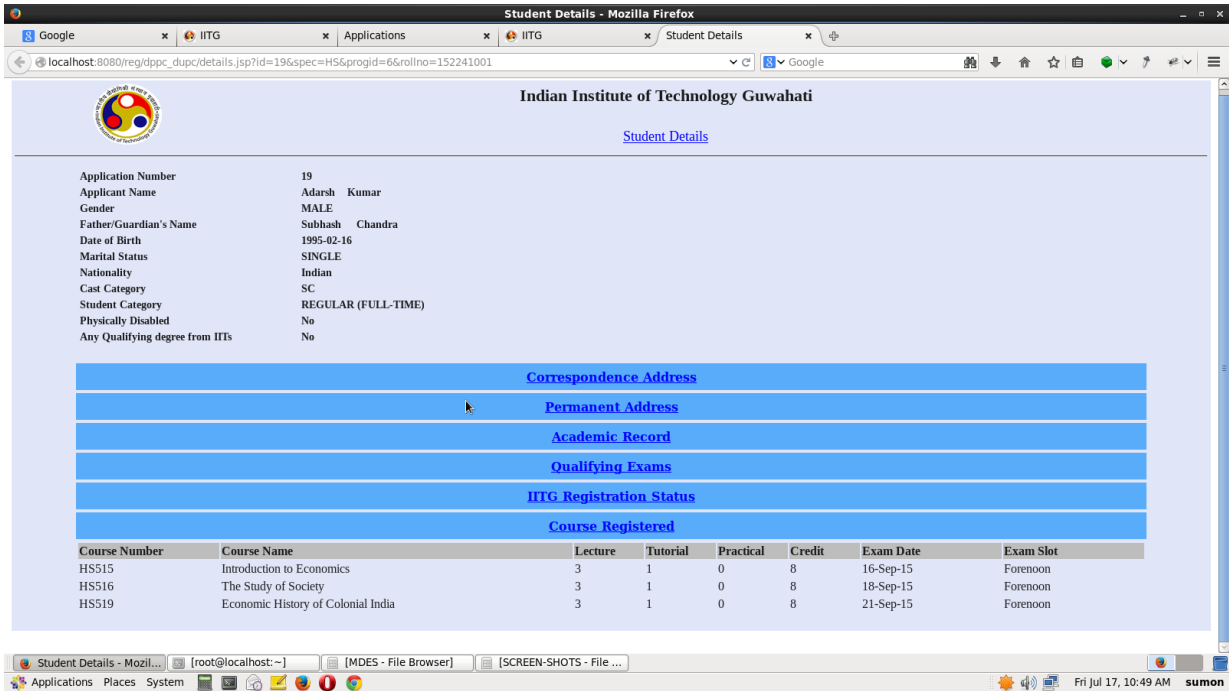
In this page you will find two drop down menu, one is Department and other one is Programme.

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.



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



This concludes the course registration process.

Thank you.