



Civil Engineering Department
Indian Institute of Technology Roorkee



User Manual

Faculty Profile Upgradation

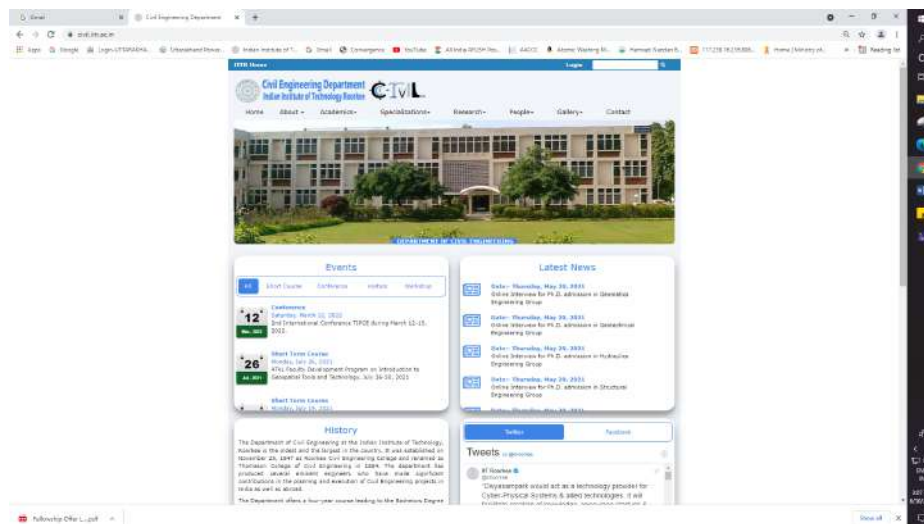
Data Information Center
Department of Civil Engineering
Indian Institute of Technology Roorkee

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Preface

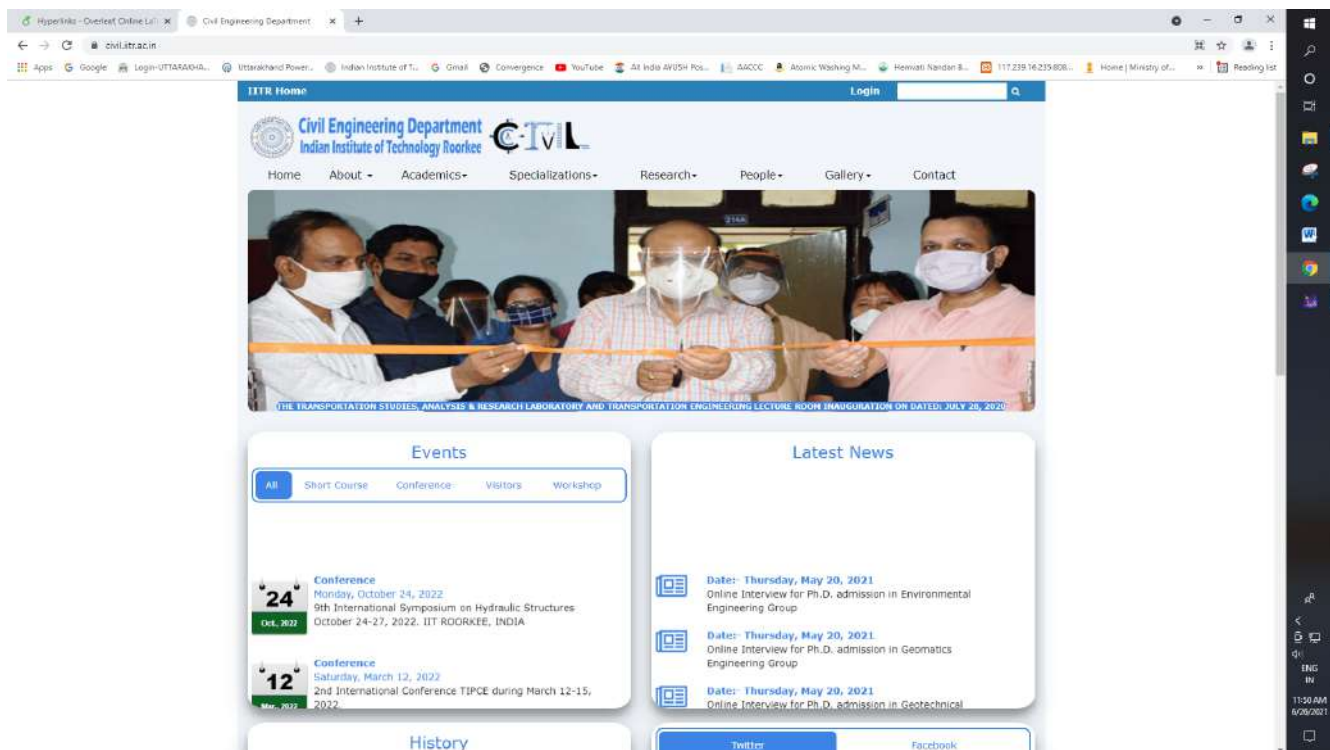
This manual is intended for faculty using the Web Interface of Department of Civil Engineering. The goal of this document is to give a broad overview of the main functions of Web Interface and some basic instructions on how to set up the profile. This document will concentrate on demonstrating interaction using the Web Interface. Every effort has been made to ensure that this document is an accurate representation of the functionality of <https://civil.iitr.ac.in/>. The user manual documentation conventions have been used regarding login, uploading CV, update Journal Publications, Conferences, Lectures, appraisal report, and everything about faculty profile. This user manual is developed by Data Information Center, Department of Civil Engineering, Indian Institute of Technology Roorkee. We would appreciate any feedback on this manual.



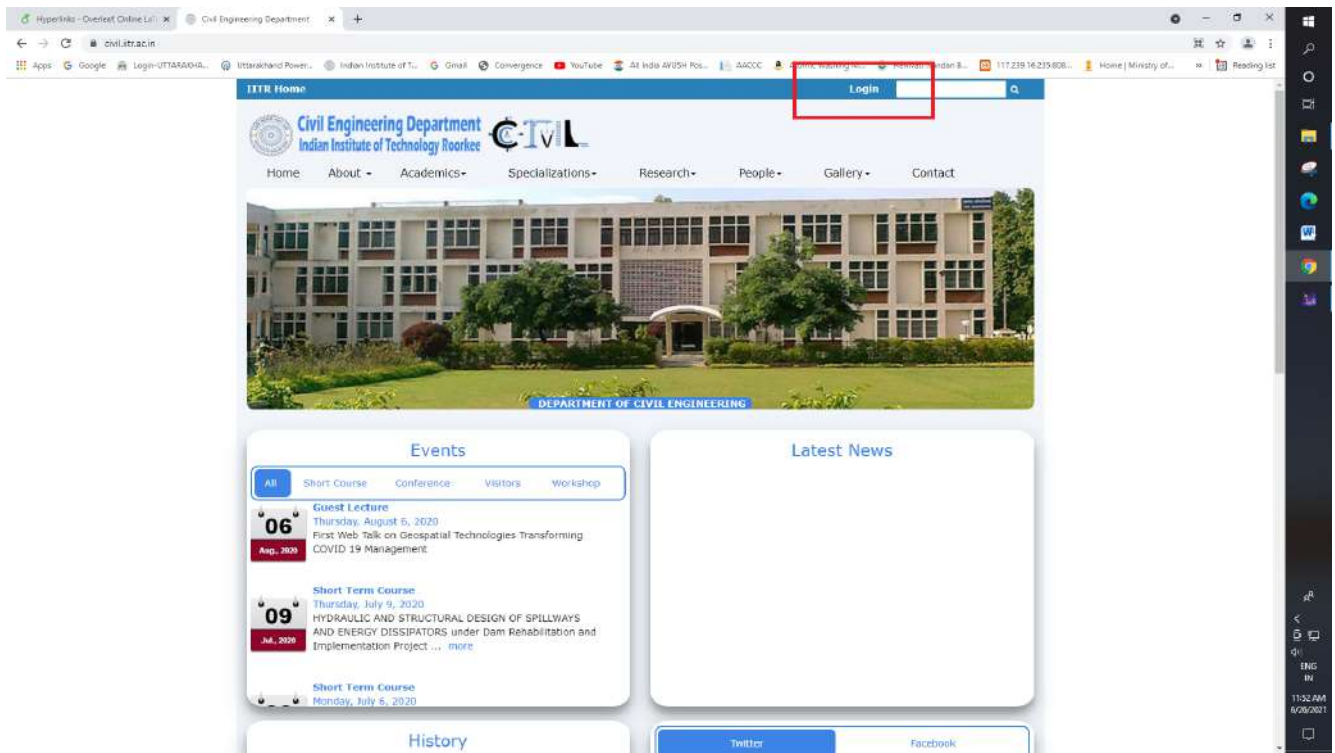
Chapter 1

How to log in to your account?

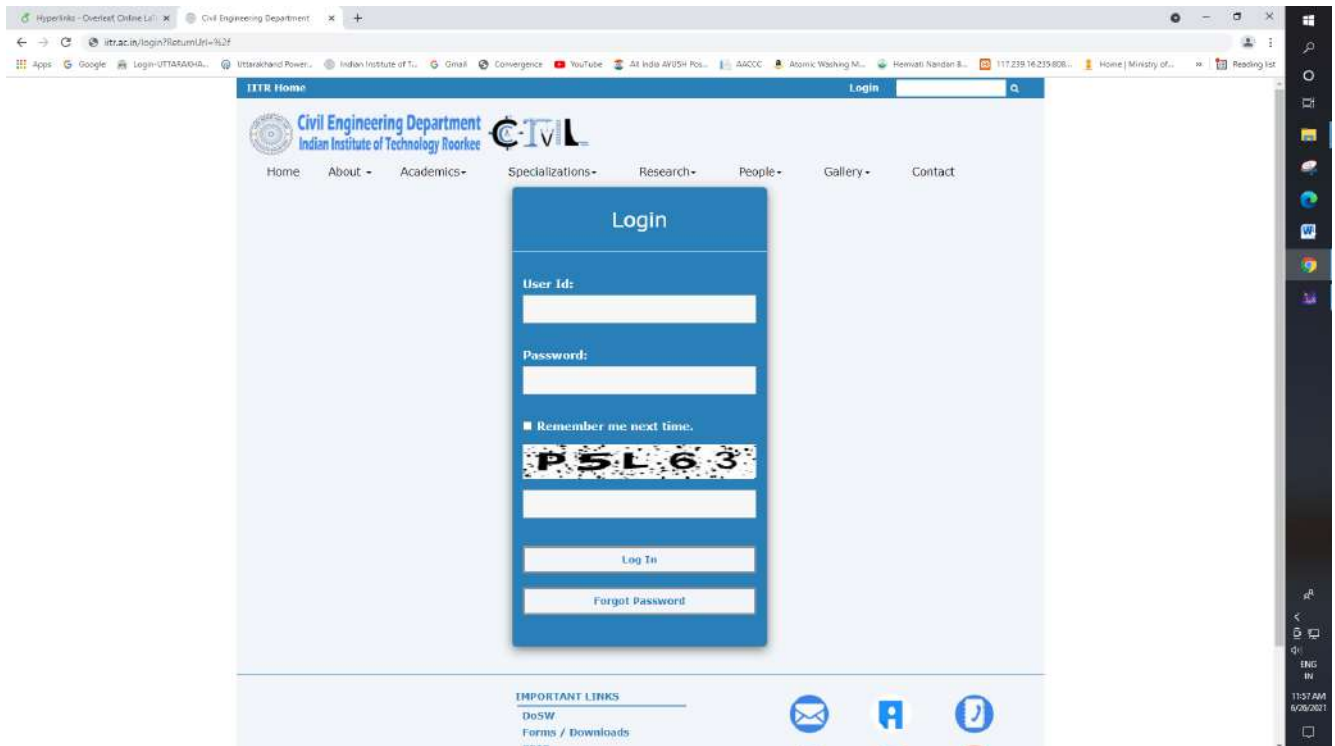
Step 1: log into [Website](http://civil.iitr.ac.in)



Step 2: Click on Login.



Step 3: Enter your credentials on this page i.e. Employee code, password, captcha



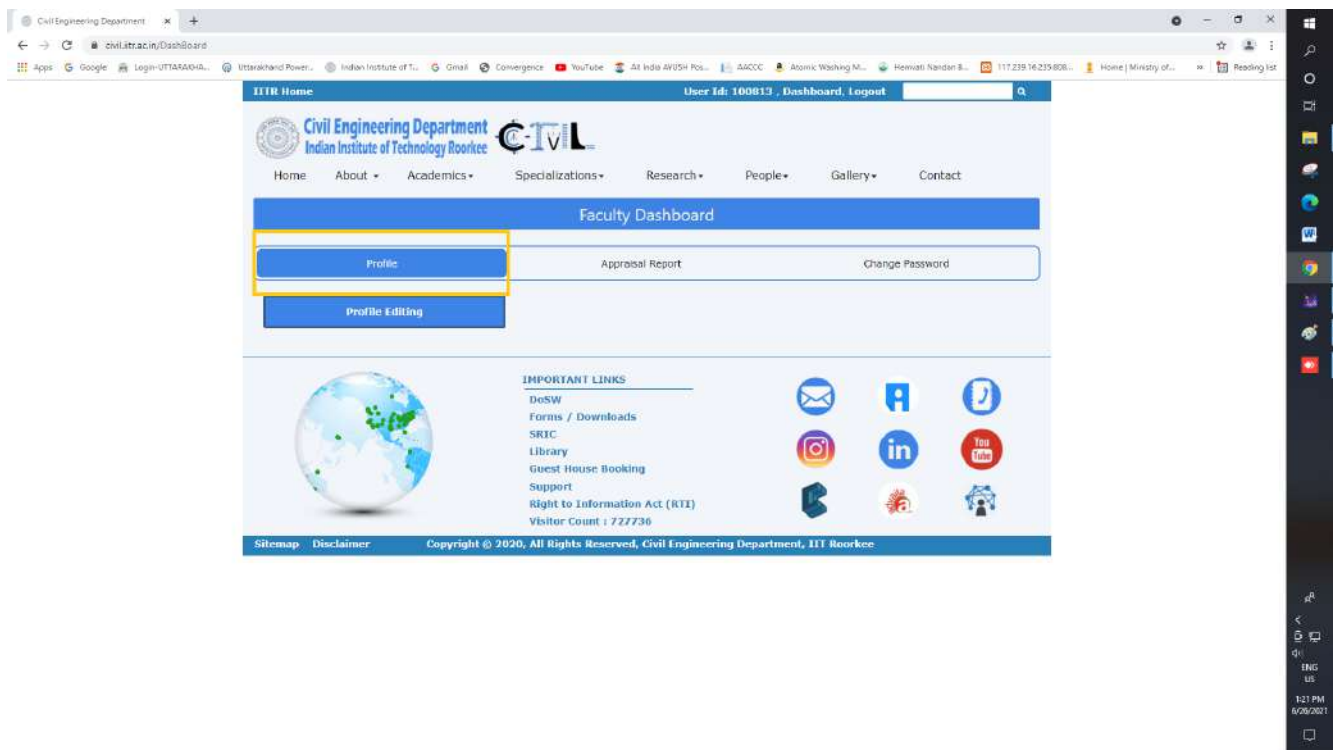
Step 4: You have successfully logged into your profile. Now you are ready to update your profile.

The screenshot shows the Faculty Dashboard of the Civil Engineering Department at IIT Roorkee. The user is logged in as 'User Id: 100813'. The dashboard includes a navigation menu with links to Home, About, Academics, Specializations, Research, People, Gallery, and Contact. The main content area features a 'Faculty Dashboard' section with buttons for 'Profile', 'Appraisal Report', 'Change Password', and 'Profile Editing'. The 'Change Password' button is highlighted with a red box and a red arrow. Below this section, there is an 'IMPORTANT LINKS' section with links to DoSW, Forms / Downloads, SRIC, Library, Guest House Booking, Support, Right to Information Act (RTI), and Visitor Count. The footer contains a Sitemap, Disclaimer, and Copyright notice for 2020.

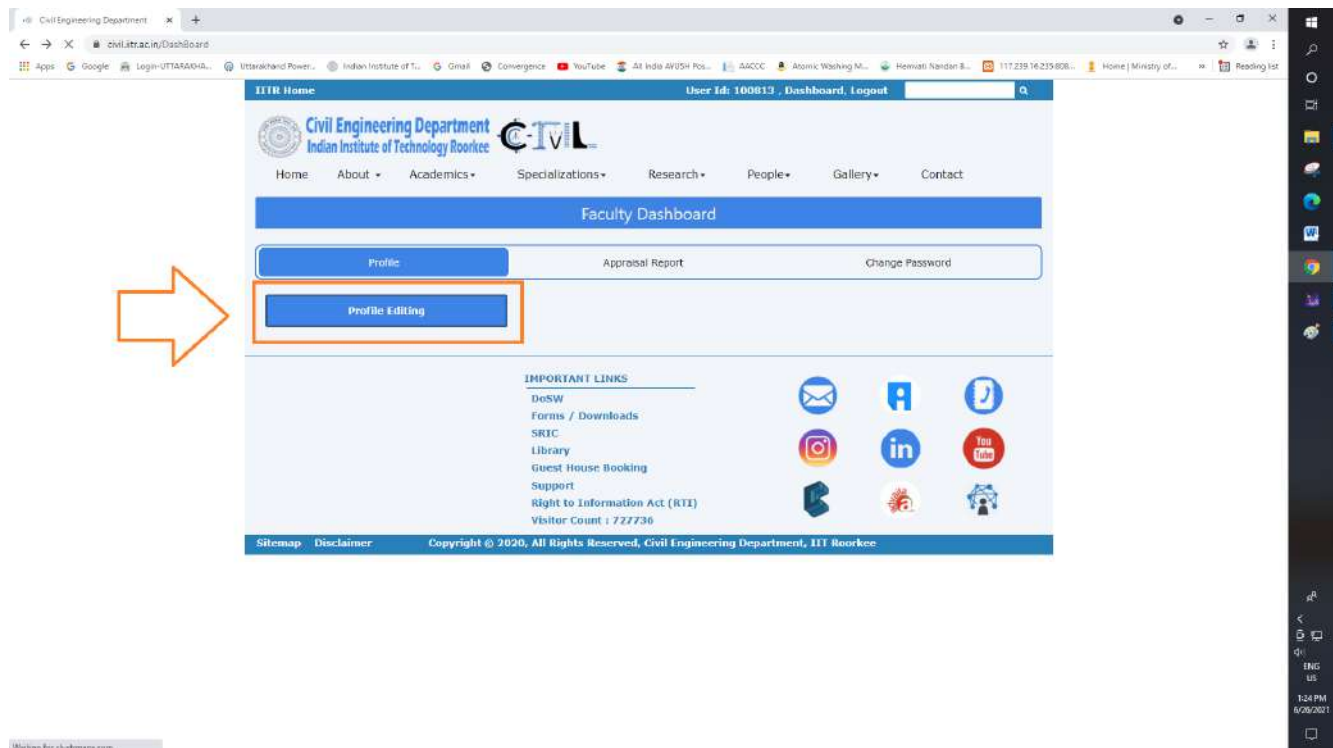
Chapter 2

Faculty Profile

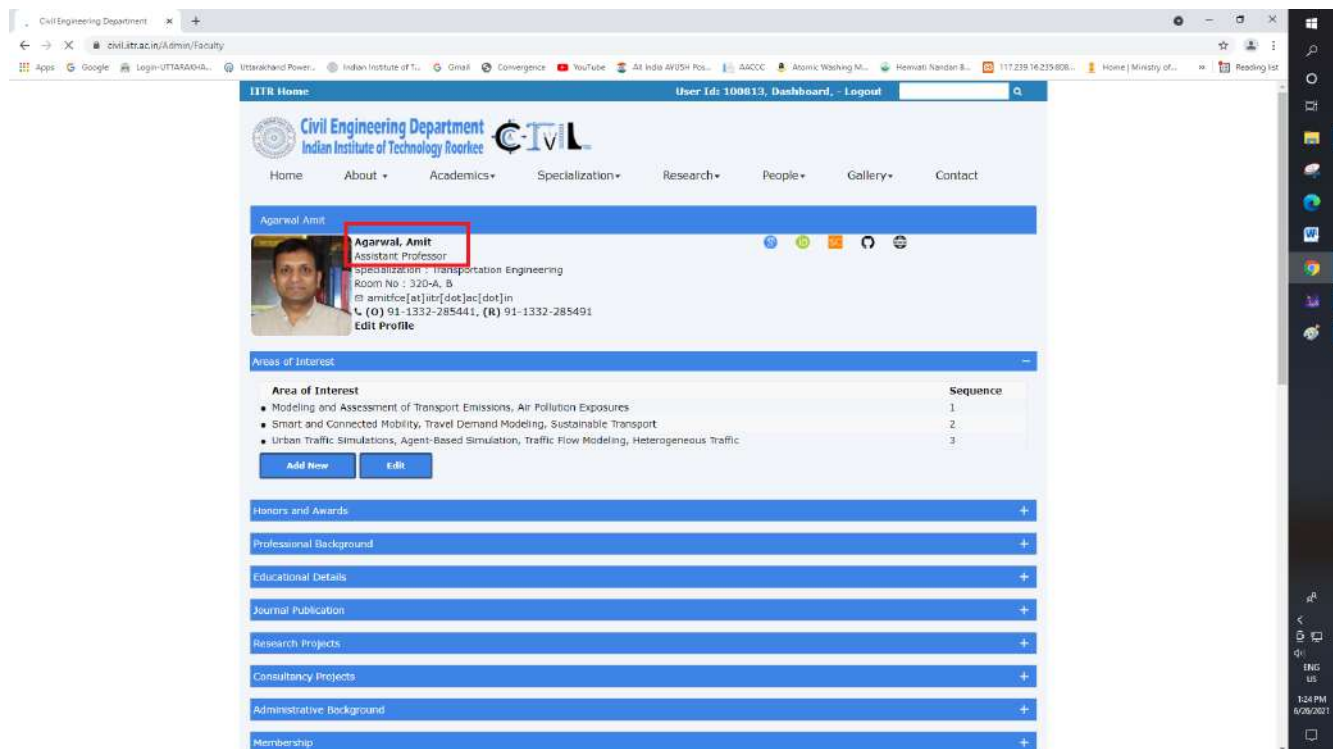
Now you are in your profile
Step 1: Click on Profile.



Step 2: To edit your profile, click on Profile Editing icon as shown in following screenshot.



Step 3: Now you must have reached into your profile if you are following our instructions as we have given in this user manual.



Note: We are showing you profile of Dr. Amit Agarwal, Assistant Professor in the same department.

2.1 Edit Profile

Step 1: Click on Edit Profile.

The screenshot shows the IITR Home page for user Agarwal, Amit. The user's profile is displayed with a photo and contact information. The 'Edit Profile' button is highlighted with a red box. Below the profile, there are several expandable sections: Areas of Interest, Honors and Awards, Professional Background, Educational Details, Journal Publication, Research Projects, Consultancy Projects, Administrative Background, and Membership. The 'Areas of Interest' section is currently expanded, showing a list of interests and a sequence number.

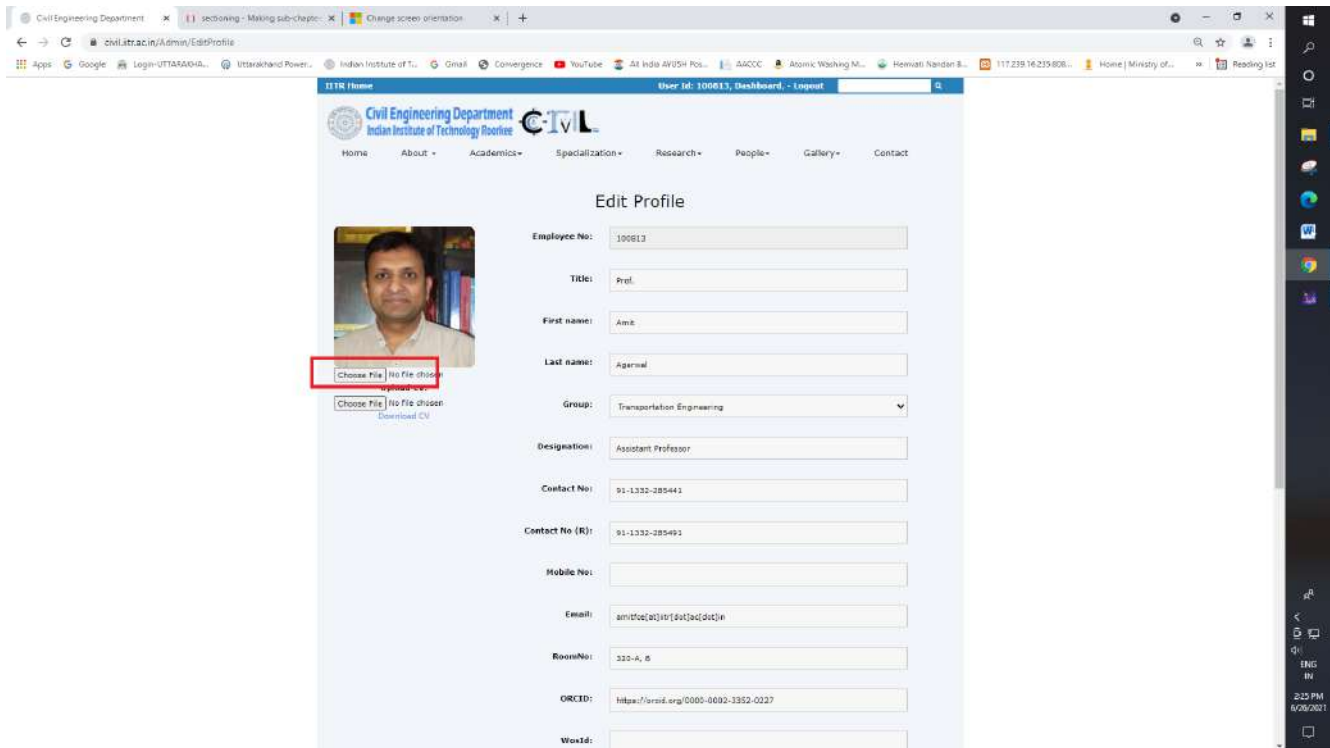
Step 2: You can update all details here including designation, contact numbers, email address, ORCID handle, Scopus link, Google scholar link, Github link, and website link.

Note: You can't change your Employee code as it is one time service for an employee.

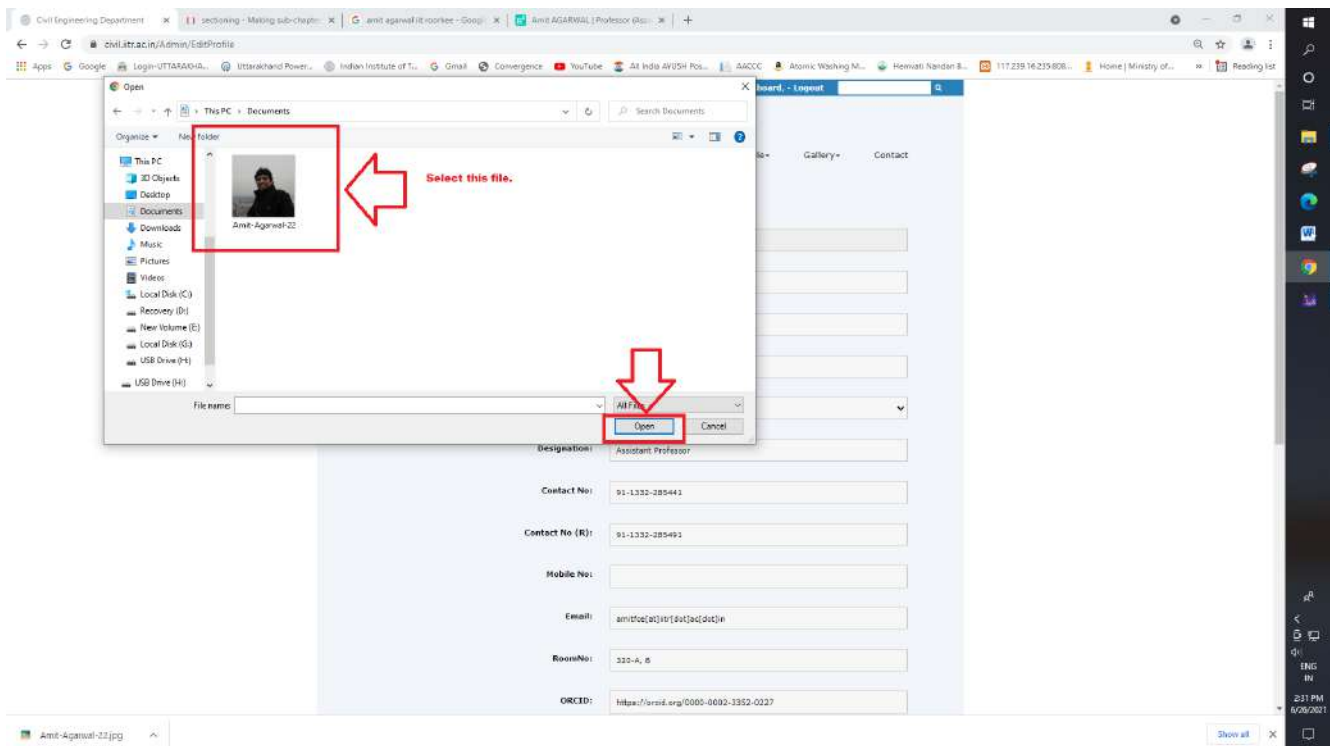
The screenshot shows the 'Edit Profile' form in the IITR system. The form contains fields for Employee No., Name, Email, First name, Last name, Specialization, Designation, Contact No., Contact No (Ext), Mobile No., Email, Room No., ORCID, Scopus, Google Scholar, Github, Website, and DOB. The 'Employee No.' field is pre-filled with 100613. The 'Specialization' dropdown is set to Transportation Engineering. The 'Designation' dropdown is set to Assistant Professor. The 'Contact No.' field is pre-filled with 91-1332-285441. The 'Contact No (Ext)' field is pre-filled with 91-1332-285441. The 'Mobile No.' field is pre-filled with 91-1332-285441. The 'Email' field is pre-filled with amitf@iitr.ac.in. The 'Room No.' field is pre-filled with 320-A, B. The 'ORCID' field is pre-filled with https://orcid.org/0000-0002-0000-0000. The 'Scopus' field is pre-filled with https://www.scopus.com/authid/detail.url?authid=0000-0000-0000-0000. The 'Google Scholar' field is pre-filled with https://scholar.google.co.in/citations?user=0000000000000000. The 'Github' field is pre-filled with https://github.com/0000000000000000. The 'Website' field is pre-filled with http://iitr.ac.in/~amitf. The 'DOB' field is pre-filled with 10 Dec 1978. An 'Update' button is at the bottom of the form.

2.1.1 Update Profile Photo

Step 1: Click on Choose File.



Step 2: Choose the specific file photo which you want to update on your profile & click open.



Step 3: Click on Update icon which you will find on the bottom of this page.

Mobile No:

Email:

RoomNo:

ORCID:

WoSId:

Scopus:

Google id:

Github:

Website:

DOB:

IMPORTANT LINKS

DSW
Forms / Downloads
SRIC
Library
Guest House Booking
Support
Right to Information Act (RTI)
Visitor Count : 727804

Sitemap Disclaimer Copyright © 2020, All Rights Reserved, Civil Engineering Department, IIT Roorkee

2.1.2 Upload Curriculum Vitae

Step 1: Click on Choose File.

Civil Engineering Department
Indian Institute of Technology Roorkee

Home About Academics Specialization Research People Gallery Contact

Edit Profile

Employee No:

Title:

First name:

Last name:

Group:

Designation:

Contact No:

Contact No (R):

Mobile No:

Email:

RoomNo:

ORCID:

WoSId:

CV

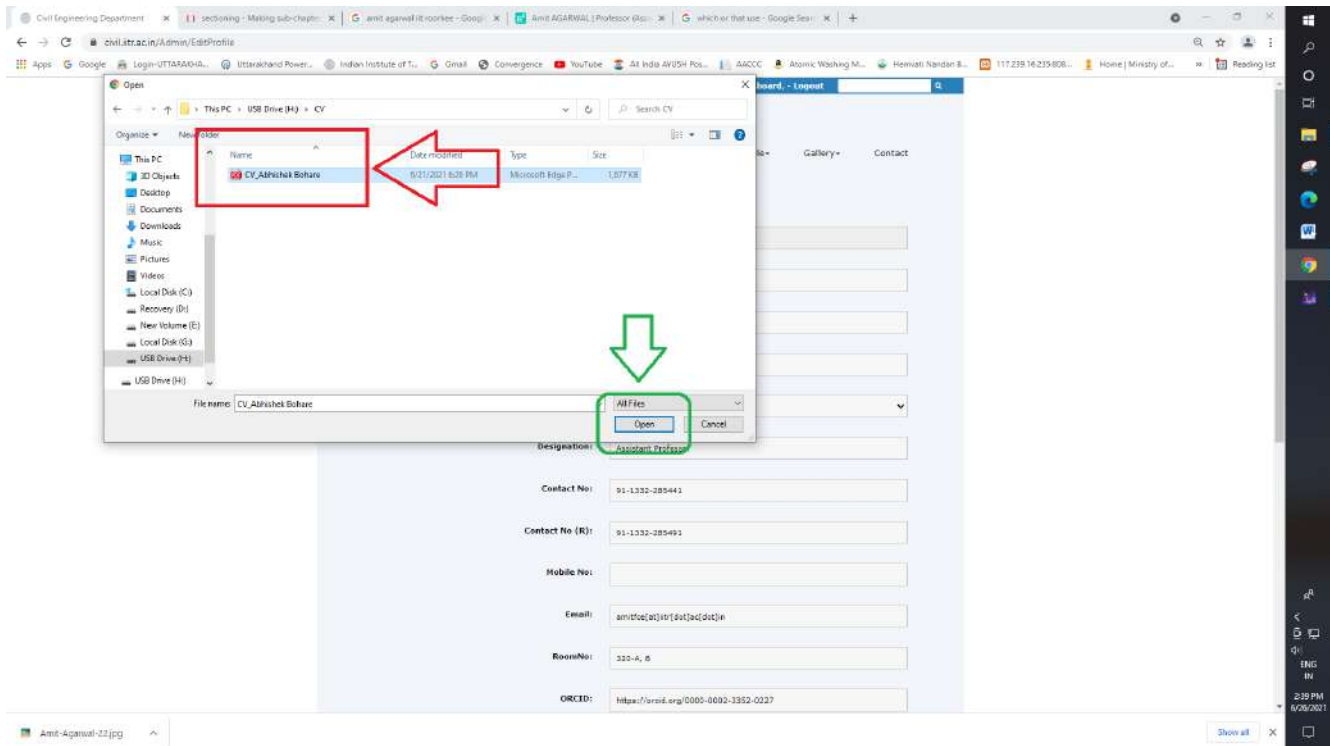
No file chosen

No file chosen

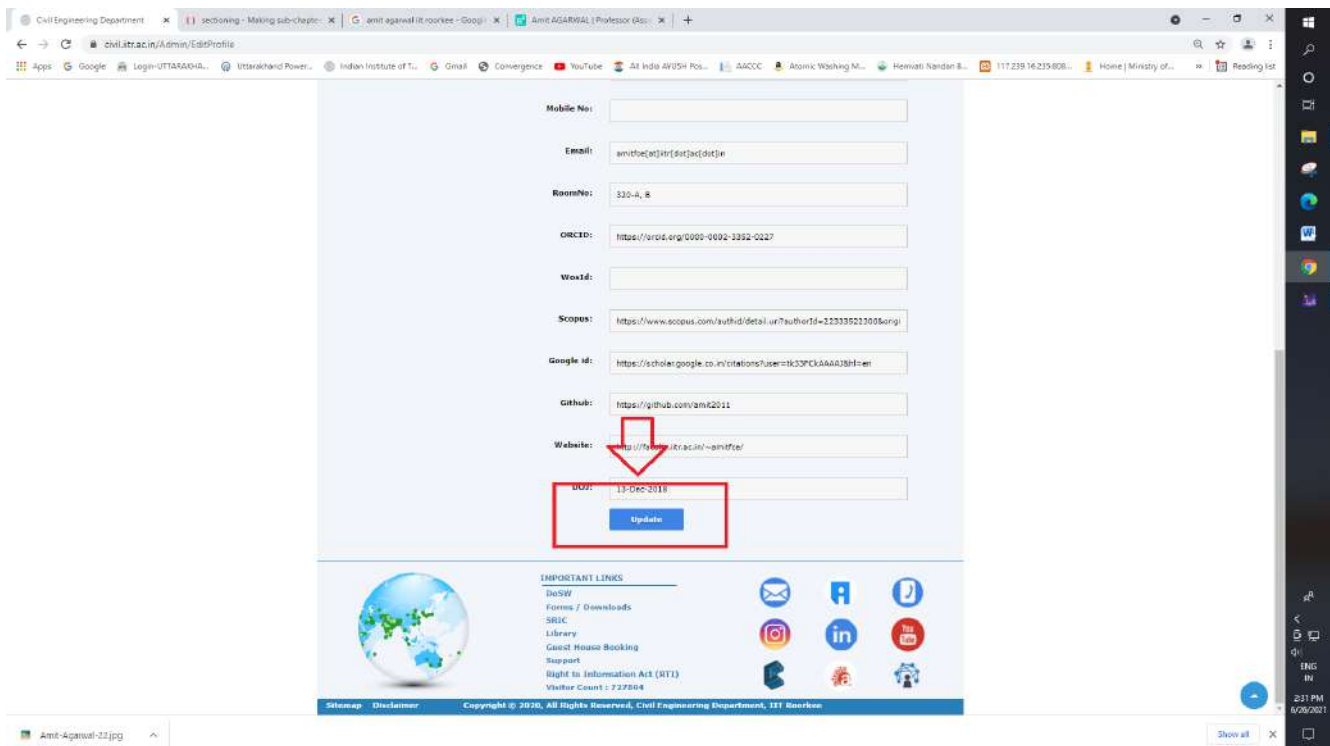
No file chosen

Step 2: Choose the specific file of CV which you want to update on your profile & click open.

Note: You can update only *.pdf or *.docx file.



Step 3: Click on Update icon which you will find on the bottom of this page.



2.1.3 Download Curriculum Vitae

You can download your CV to confirm that you have upload a correct file.

Civil Engineering Department
Indian Institute of Technology Roorkee

Home About Academics Specialization Research People Gallery Contact

Edit Profile

Employee No: 100613

Title: Prof.

First name: Amit

Last name: Agarwal

Group: Transportation Engineering

Designation: Assistant Professor

Contact No: 91-1332-285441

Contact No (R): 91-1332-285491

Mobile No:

Email: amit[dot]a[dot]a[at]itr[dot]ac[dot]in

Room No: 320-A, 6

ORCID: https://orcid.org/0000-0092-1352-0327

WorkId:

Choose File No file chosen
Upload CV:
Choose File No file chosen
Download CV

2.2 Area of Interest

Step 1: Click on Area of Interest.

Civil Engineering Department
Indian Institute of Technology Roorkee

Home About Academics Specialization Research People Gallery Contact

Agarwal, Amit

Assistant Professor
Specialization : Transportation Engineering
Room No : 320-A, 6
E-mail : amit[dot]a[dot]a[at]itr[dot]ac[dot]in
T : (O) 91-1332-285441, (R) 91-1332-285491
Edit Profile

Area of Interest +

Honors and Awards +

Professional Background +

Educational Details +

Journal Publication +

Research Projects +

Consultancy Projects +

Administrative Background +

Honoraryship +

Books, Monographs, Lab or Design Manuals +

B. Tech. Projects +

M. Tech. Dissertations +

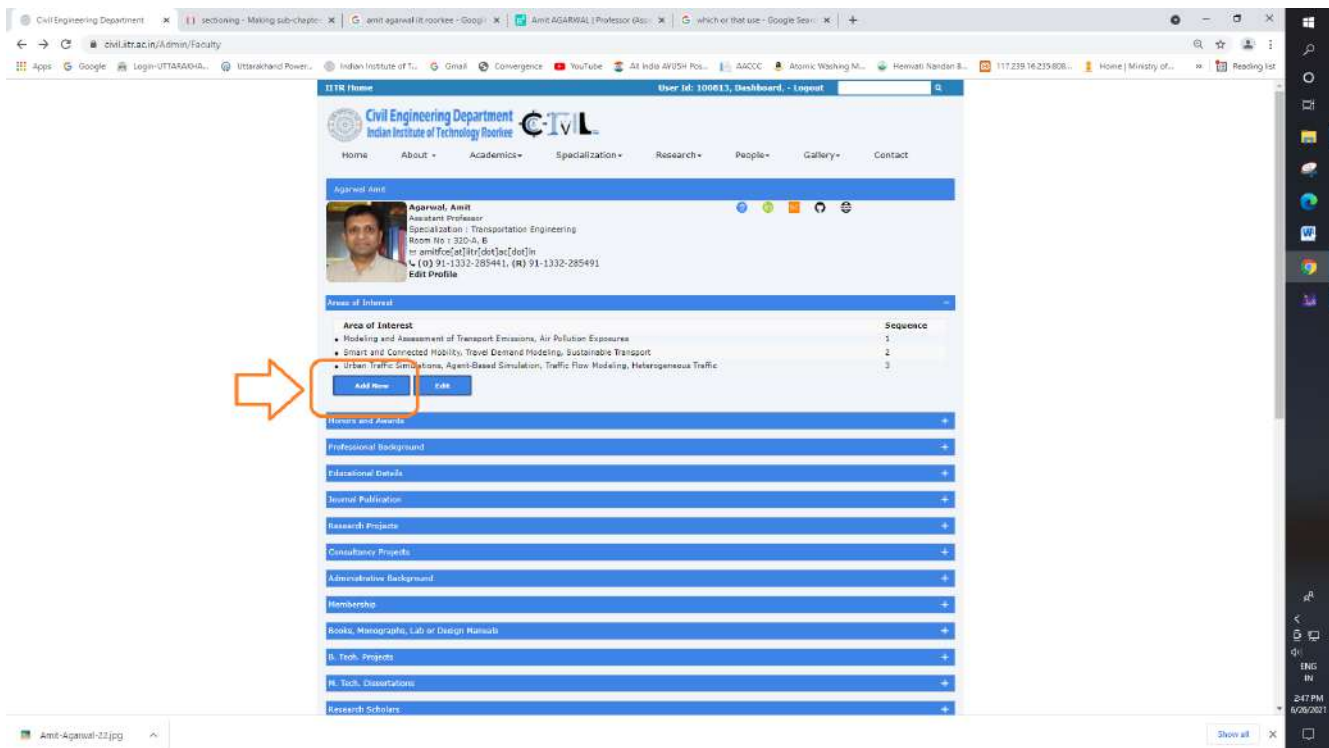
Research Scholars +

Ph.D. Supervised +

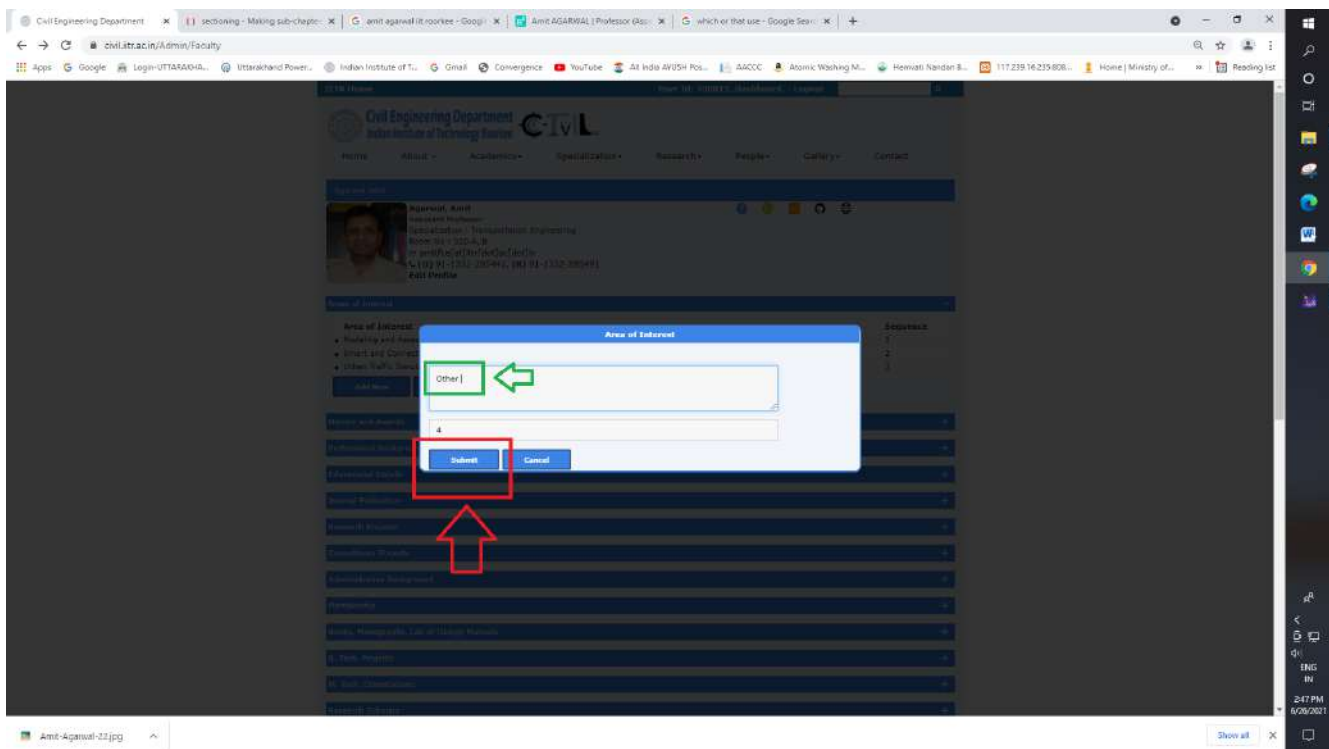
Teaching Engagements +

Visits to Outside Institutions +

Step 2: Click on "Add New" icon.



Step 3: Enter your "New Area of Interest" in this box and Click on Submit.



2.3 Honors and Awards

Step 1: Click on Honors and Awards Icon.

The screenshot shows the IITR Faculty Profile page for Amit Agarwal. The 'Honors and Awards' section is highlighted with an orange arrow. The page includes a navigation bar, a user dashboard, and a list of profile sections.

Profile Information:

- Name:** Agarwal, Amit
- Designation:** Assistant Professor
- Specialization:** Transportation Engineering
- Room No.:** 320-A, B
- Email:** amitf@iitr[dot]ac[dot]in
- Phone:** (O) 91-1332-285441, (R) 91-1332-285491

Profile Sections:

- Areas of Interest
- Honors and Awards** (highlighted)
- Professional Background
- Educational Details
- Journal Publication
- Research Projects
- Consultancy Projects
- Administrative Background
- Membership
- Books, Monographs, Lab or Design Manuals
- B. Tech. Projects
- M. Tech. Dissertations
- Research Scholars
- Ph.D. Supervised
- Teaching Engagements
- Visits to Outside Institutions

Step 2: Click on "Add New" icon.

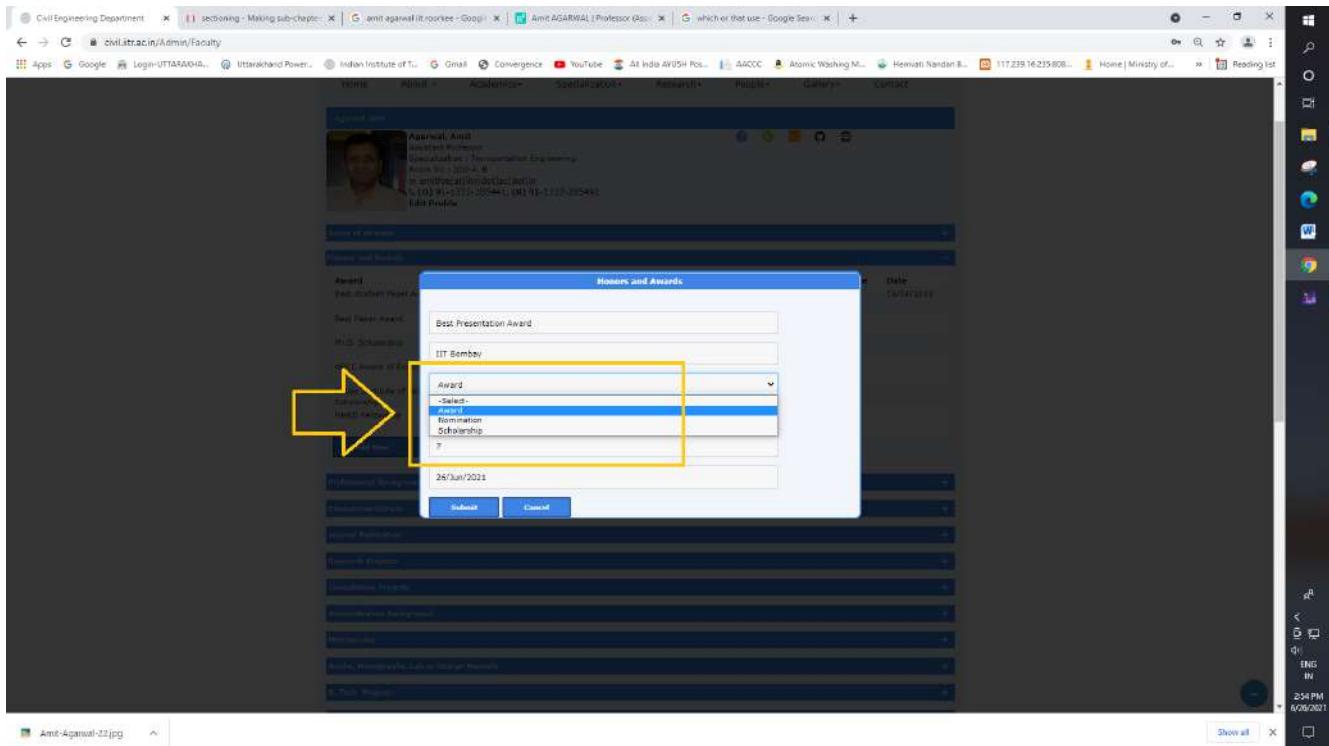
The screenshot shows the IITR Faculty Profile page for Amit Agarwal. The 'Honors and Awards' section is expanded, showing a table of awards. The 'Add New' button is highlighted with an orange arrow.

Honors and Awards Table:

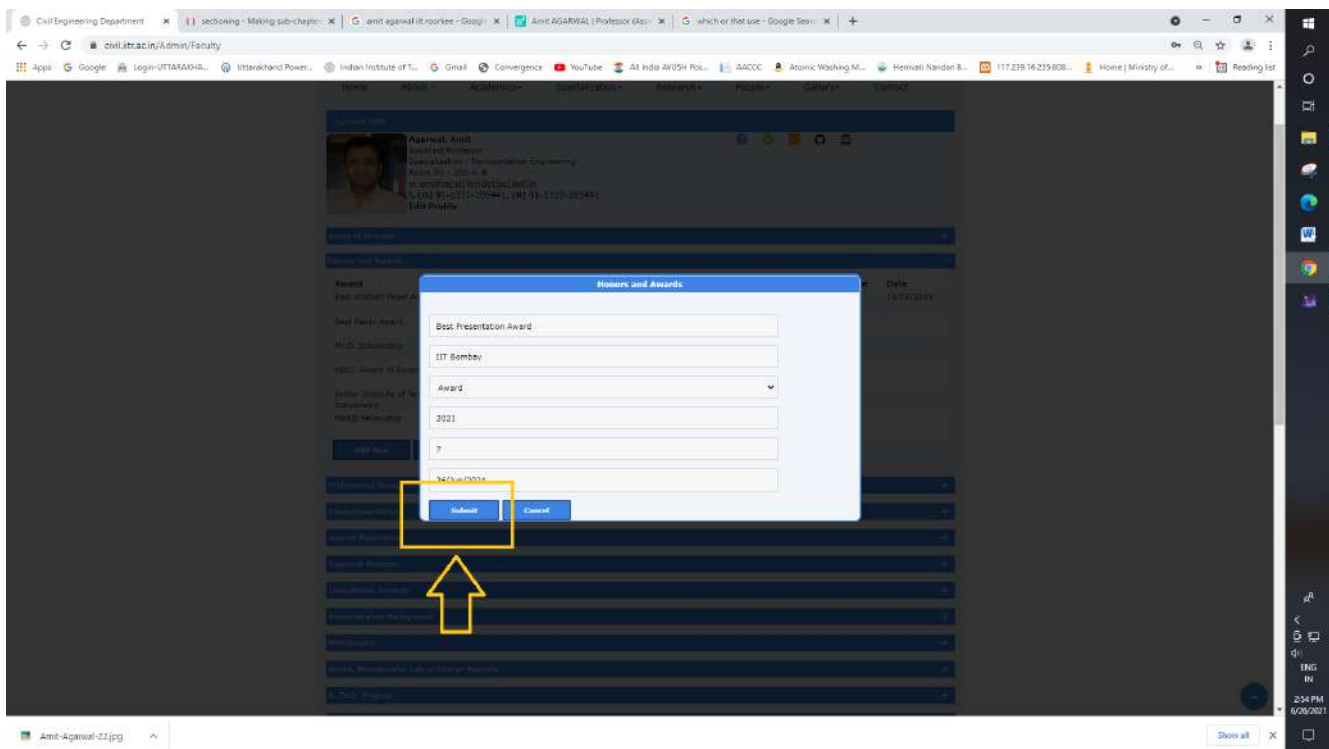
Award	Awarding Organization	Year	Category	Sequence	Date
Best student Paper Award	CTRC, Mumbai	2017	Award	1	16/01/2019
Best Paper Award	ABNTRANS	2015	Award	2	
Ph.D. Scholarship	DAAD	2013-17	Award	3	
NBCC Award of Excellence	Indian Institute of Technology, Delhi	2012	Award	4	
Indian Institute of Technology, Master Sandwich Scholarship	DAAD	2011-12	Award	5	
HRIRD Fellowship	Government of India	2010-11	Award	6	

Buttons: Add New, Edit

Step 3: Enter your "New Honor or Award Details" in this box. Select the award type carefully.

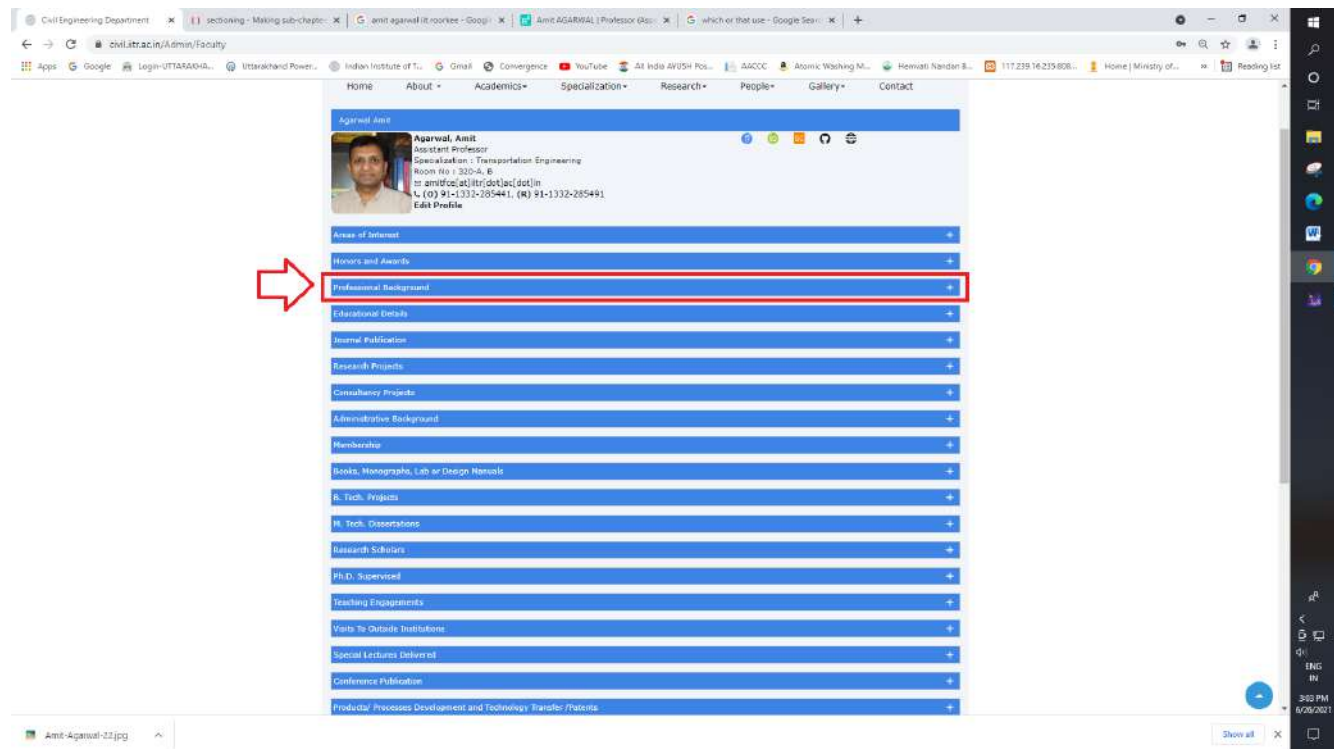


Step 4: Click on Submit icon.

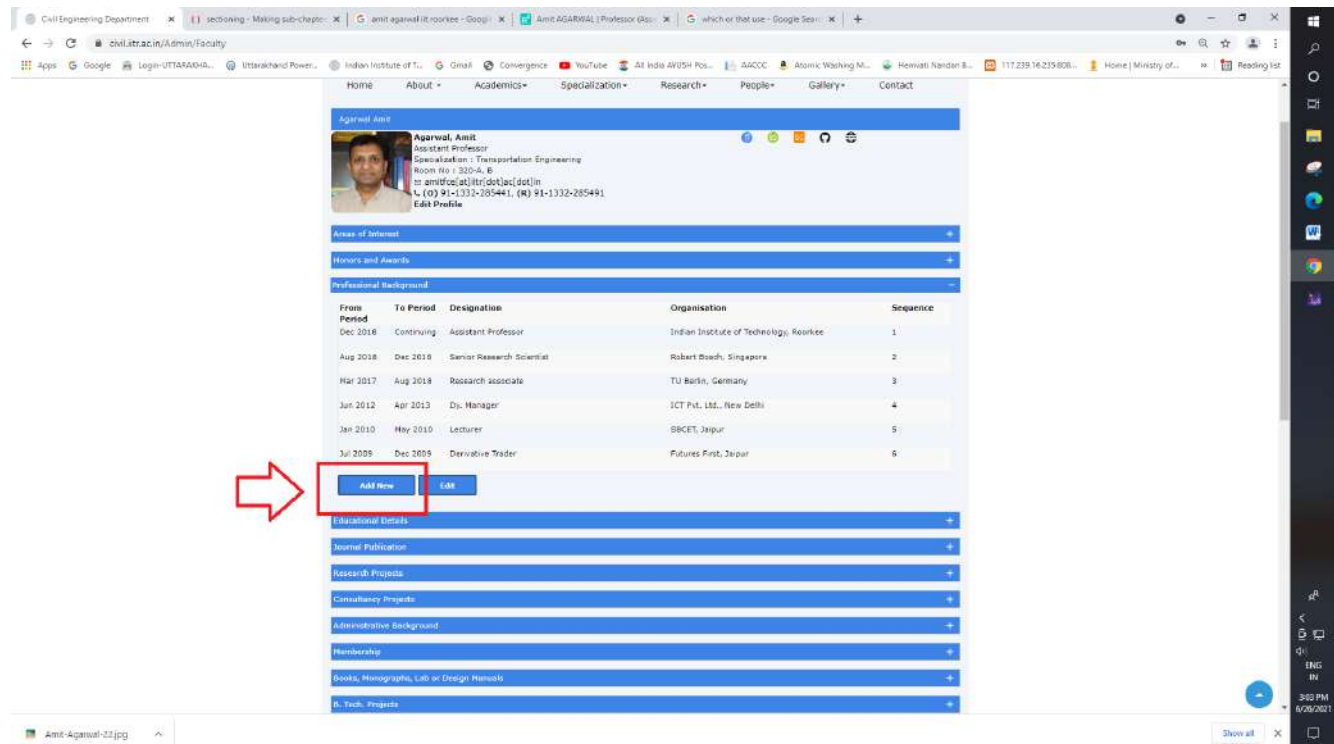


2.4 Professional Background

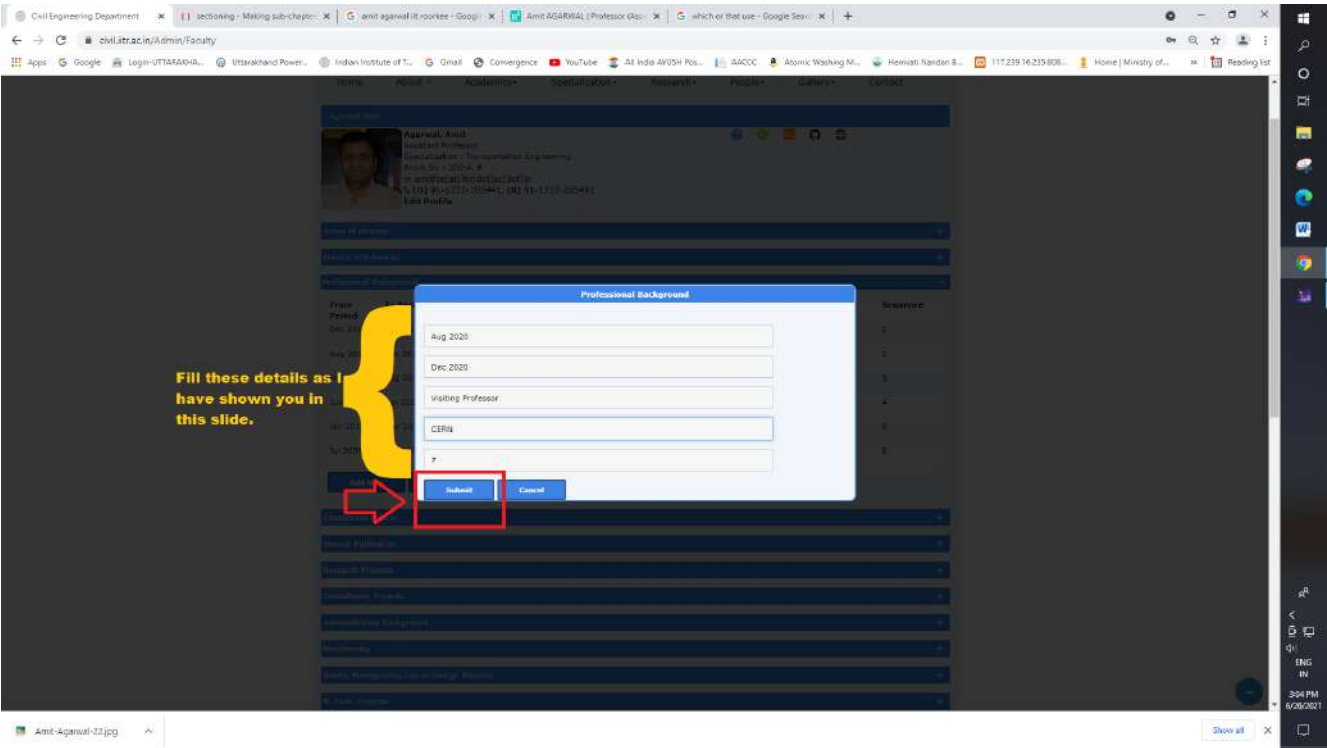
Step 1: Click on Professional Background.



Step 2: Click on "Add New" icon.



Step 3: Enter your "New Details" in these boxes & click on submit. **Note: Updating date is mandatory.**

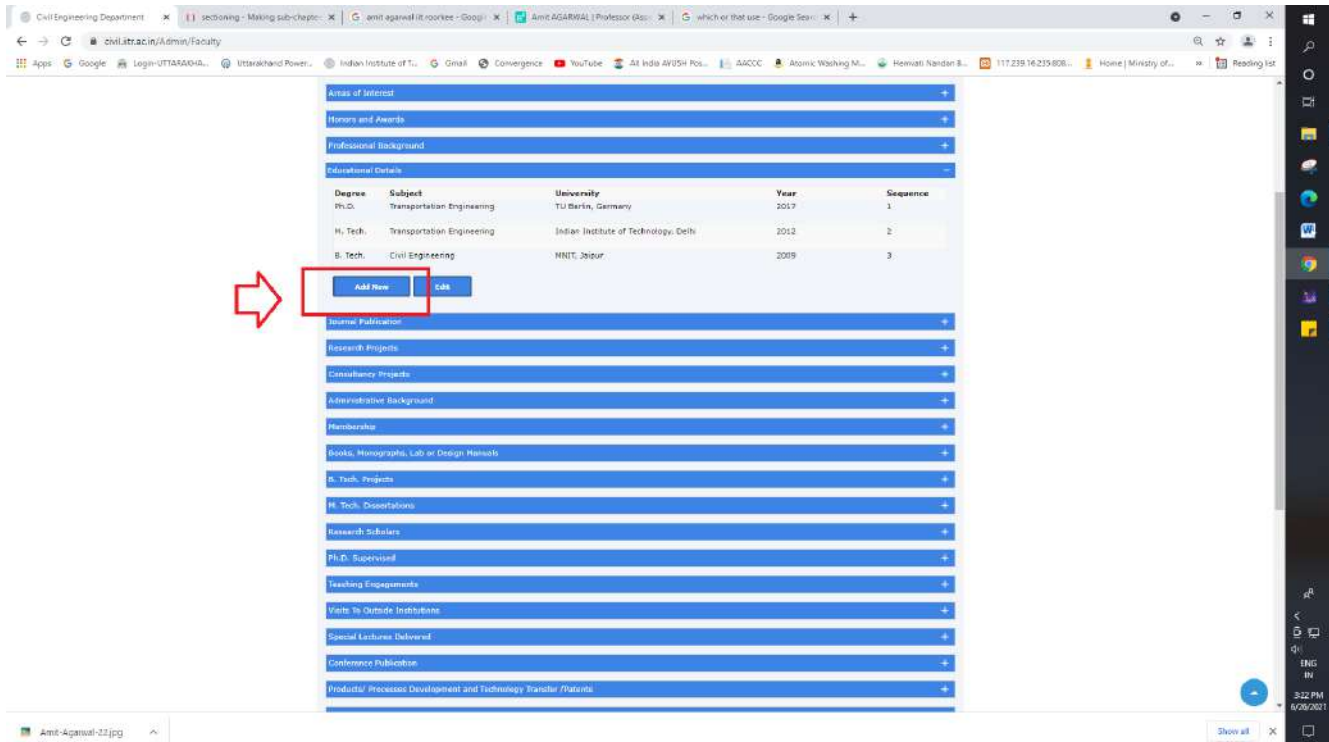


2.5 Educational Details

Step 1: Click on Educational Details.



Step 2: Click on "Add New" icon.



Step 3: Enter your "New Details" in these boxes & click on submit.

Civil Engineering Department | sedowing - Making subchapter: | G: amit agarwal it rookree - Google | Amit AGARWAL | Professor (Asst) | which or that site - Google Search |

civilitr.ac.in/Admin/Faculty

App | Google | Login-UTASODIA... | Uttarakhand Power... | Indian Institute of T... | Gmail | Convergence | YouTube | All India AI/DSH Pos... | JACCOC | Atomic Washing M... | Hemmati Nandan B... | 117 239 16 239 608... | Home | Ministry of... | Reading list

Course of Study

Electronics and Instrumentation

Industrial Engineering

Management Science

Degree	Subject	University	Year	Sequence
M.Sc.	Transportation Engineering	Pu Jeeva, Guntur	2014	1
M. Tech.	Transportation Engineering	Vishnu Institute of Technology, Bapu	2015	2
B. Tech.	Civil Engineering	WVU, Jodhpur	2016	3

Add New

Educational Details

Ph.D.

Transportation Engineering

WVU USA

2022

4

Submit Cancel

Add these details carefully.

Amit-Agarwal-22.jpg

Show all

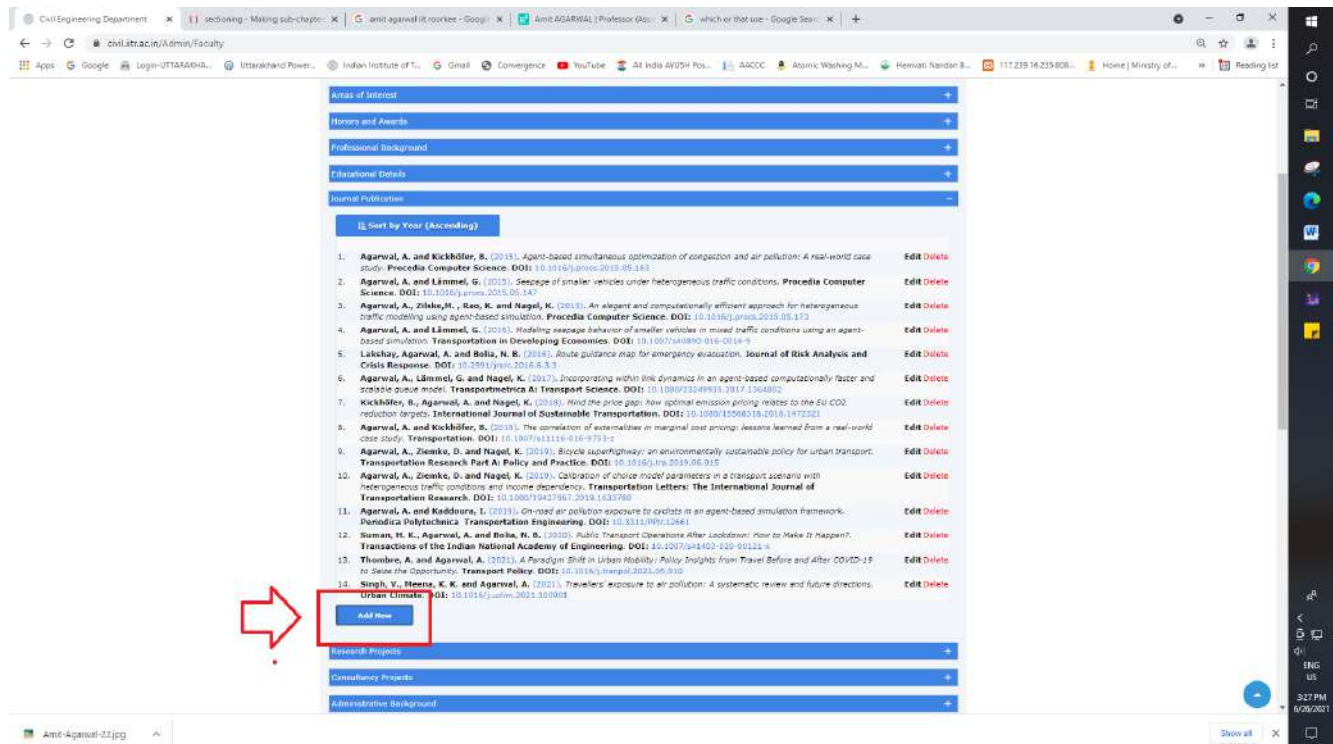
3:22 PM 8/26/2021

2.6 Journal Publication

Step 1: Click on Journal Publication.



Step 2: Click on "Add New" icon.



Step 3: Enter your "New Details" in these boxes as I am showing you the example & click on Insert icon.

Format to insert a paper**Authors:** Agarwal, A., Kumar, B. and Bohare, A.**Title:** Research and development in India**Publisher:** IEEE**Year:** 2021**DOI:** 10.1007/s40890-016-0014-9

If DOI isn't available for your paper then update these informations.

Volume: 120**Number:** 9**Page:** 1423-1425**Month:** May

Then Click on Insert icon.

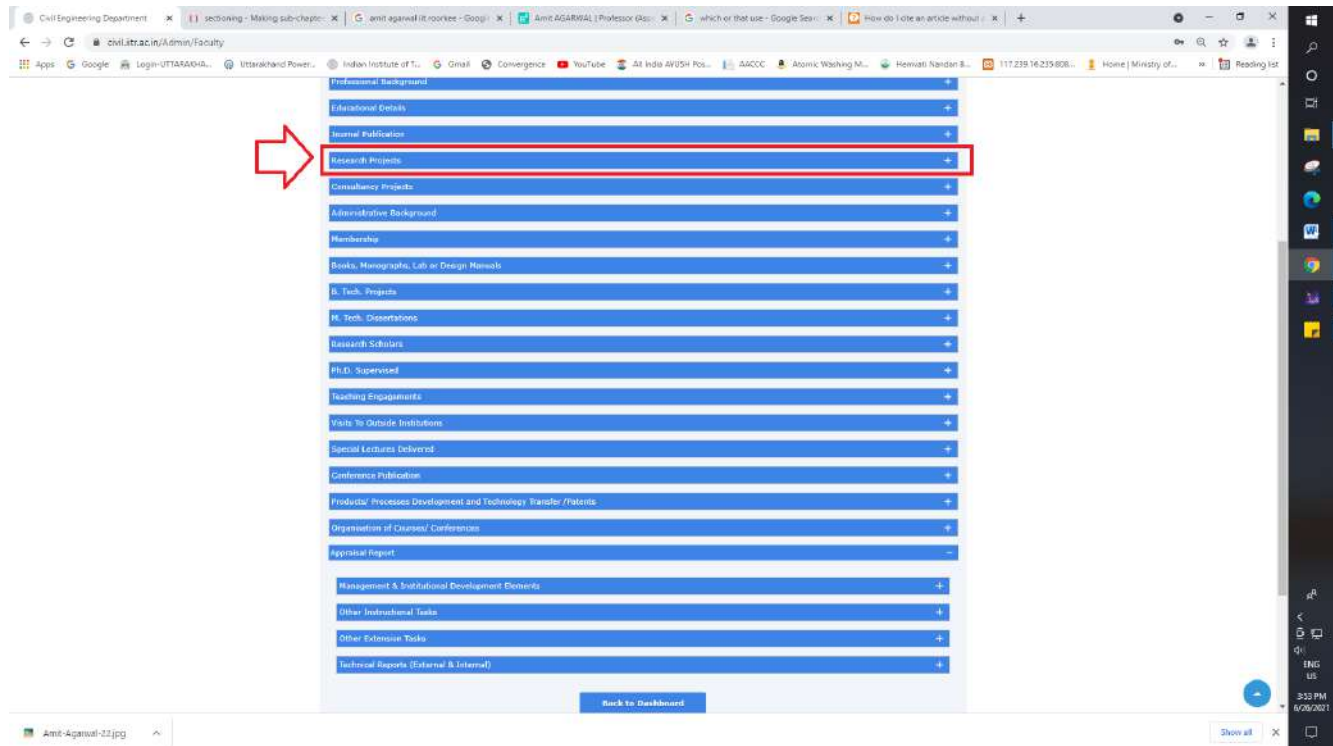
The screenshot shows the 'Add New Publication' form in the CIVILTRAC system. The form fields are as follows:

- Authors:** Agarwal, A., Kumar, B. and Bohare, A.
- Title of Paper:** Research development in India
- Journal Publisher:** IEEE
- Year:** 2021
- DOI:** 10.1016/j.procs.2015.05.173

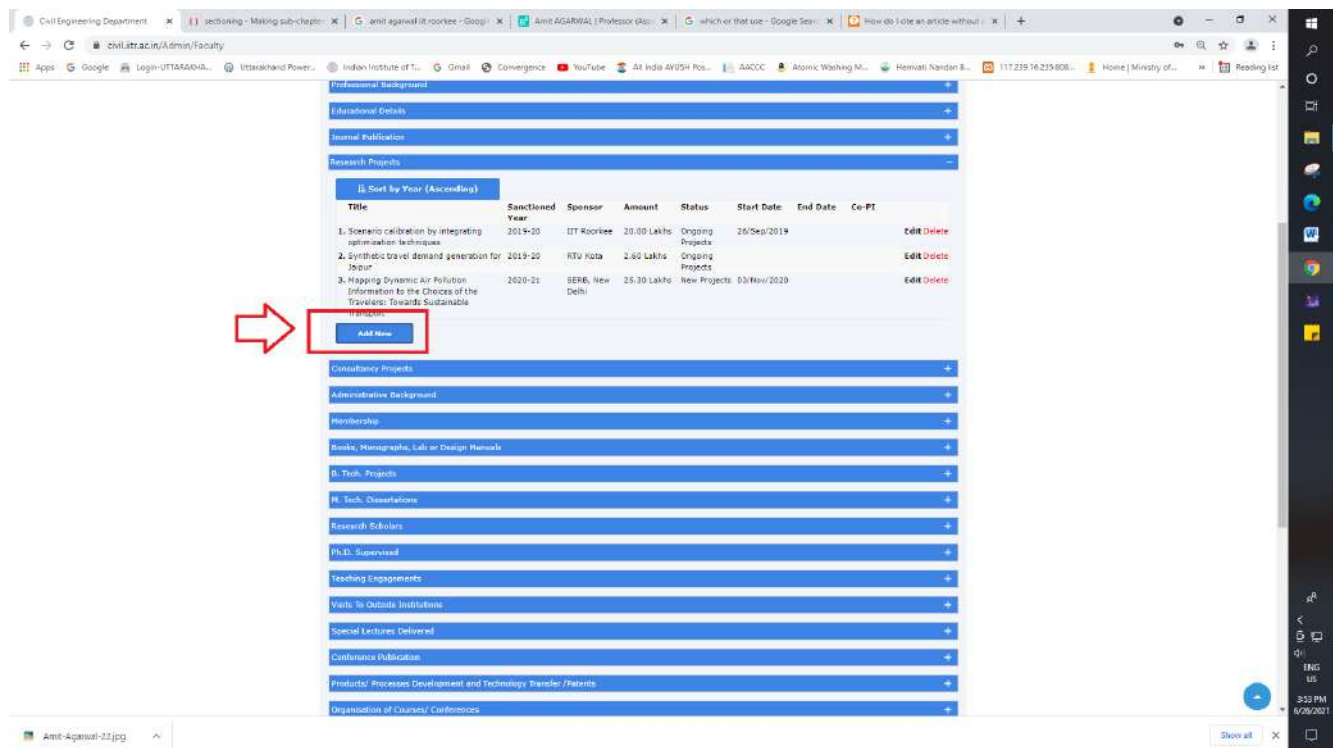
Red arrows indicate the mapping from the text labels to the form fields. A dropdown menu for 'Journal Publisher' is open, showing 'International' selected. The bottom of the page shows 'IMPORTANT LINKS' and social media icons.

2.7 Research Projects

Step 1: Click on Research Projects.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Research Project" in these boxes as I am showing you the example & click on Insert icon. **Note: Updating date is mandatory.**

The screenshot shows a web browser window with the URL `civilstrac.in/Admin/NowResearchProject/UId-amitfso`. The page title is "Add Research Project". The form contains the following fields:

- Project Title:** A text input field.
- Funding Agency:** A text input field.
- Project Status:** A dropdown menu with "--Select--" as the current selection.
- Start Date:** A date input field.
- End Date:** A date input field.
- Financial Year:** A text input field with "YYYY-YY" as a placeholder.
- Amount:** A text input field.
- Co-Supervisor:** A dropdown menu.

To the right of the form is a list titled "Select only Co-Supervisor" with columns for "EmpId" and "Name". The list contains 20 entries, each with a checkbox. A red arrow points to the "Insert" button at the bottom left of the form.

Example:

Project Title: *Scenario calibration by integrating optimization techniques*

Enter from Period: *Choose from Calendar.*

Enter to Period: *Choose from Calendar.*

Enter Designation: *PI or Co-PI*

Enter Organization: *SERB, New Delhi*

Financial Year: *2019-20*

Amount: *20.00 Lakhs*

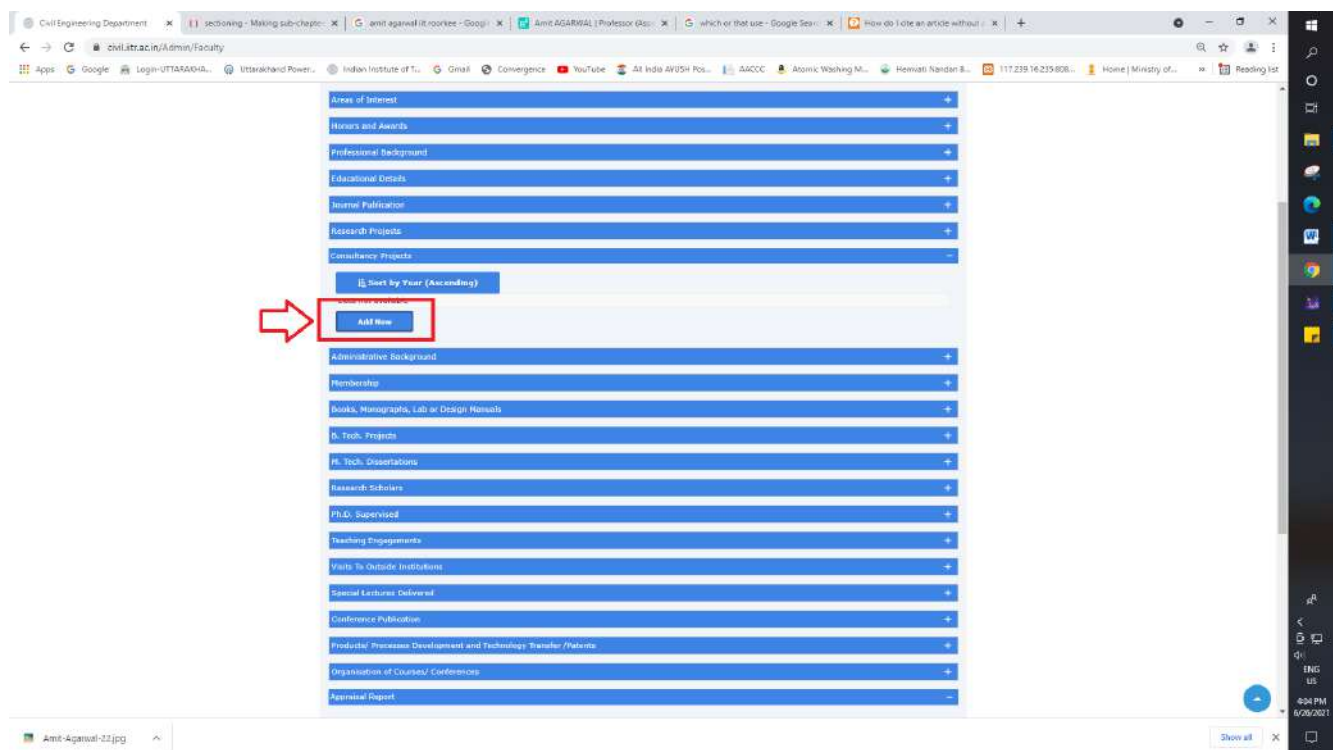
Then Click on Insert icon.

2.8 Consultancy Projects

Step 1: Click on Consultancy Projects.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Consultancy" in these boxes as I have shown an example in section 2.7 & click on Insert icon. **Note: Updating date is mandatory.**

Civil Engineering Department | sedowing - Making sub-chapter: | G: amit agarwal it rootree - Google | Amit AGARWAL | Professor (As... | which or that use - Google | How do I cite an article without |

cvil.itrac.in/Admin/NowConsultancyProject?Uid=amitosis

Home | About | Academics | Specialization | Research | People | Gallery | Contact

Add Consultancy Projects

5529

Project Title

Funding Agency

Project Status
--Select--

Start Date

End Date

Financial Year
YYYY-YY

Amount

Co-Supervisor

Select only Co-Supervisor

EmpId	Name
☐ 100406	Prof. Abtar Ahmad Kazmi
☐ 100875	Prof. Aditya Singh
☐ 100851	Prof. Akanksha Tyagi
☐ 100054	Prof. Akhil Upadhyay
☐ 100808	Prof. Akk Bhardwaj
☐ 100813	Prof. Amit Agarwal
☐ 100850	Prof. Anamika Mishra
☐ 100474	Prof. Anupam Chakrabarti
☐ 100706	Prof. Bhanu Prakash Vallanki
☐ 100433	Prof. Bhola Ram Gurjar
☐ 100436	Prof. Bhupinder Singh
☐ 100903	Prof. Biju Suchetana
☐ 100043	Prof. Chandie Shekher Prasad Ojha
☐ 100521	Prof. G. D. Ransindhung R. N.
☐ 100762	Prof. Gargi Singh
☐ 100583	Prof. Indrajit Ghosh
☐ 100645	Prof. Jagdish Prasad (On Lien) Sahoo
☐ 100048	Prof. Jayanta Kumar Ghosh
☐ 100050	Prof. K. S. Hari Prasad
☐ 100039	Prof. Kamal Jain
☐ 100766	Prof. Kaustav Chatterjee
☐ 100082	Prof. Mahendra Singh
☐ 100066	Prof. Manoranjan Panda
☐ 100477	Prof. Mohd. Ashraf Iqbal
☐ 100090	Dr. Munzir Ali
☐ 100046	Prof. Navendra Kumar Samadhiya
☐ 100040	Prof. Pradeep Bhargava
☐ 100027	Prof. Pradeep Kumar Gang
☐ 100055	Prof. Pradeep Kumar
☐ 100461	Prof. Pradeep Kumar Gupta

Insert **Back**

IMPORTANT LINKS

Amit-Agarwal-22.jpg

Show all

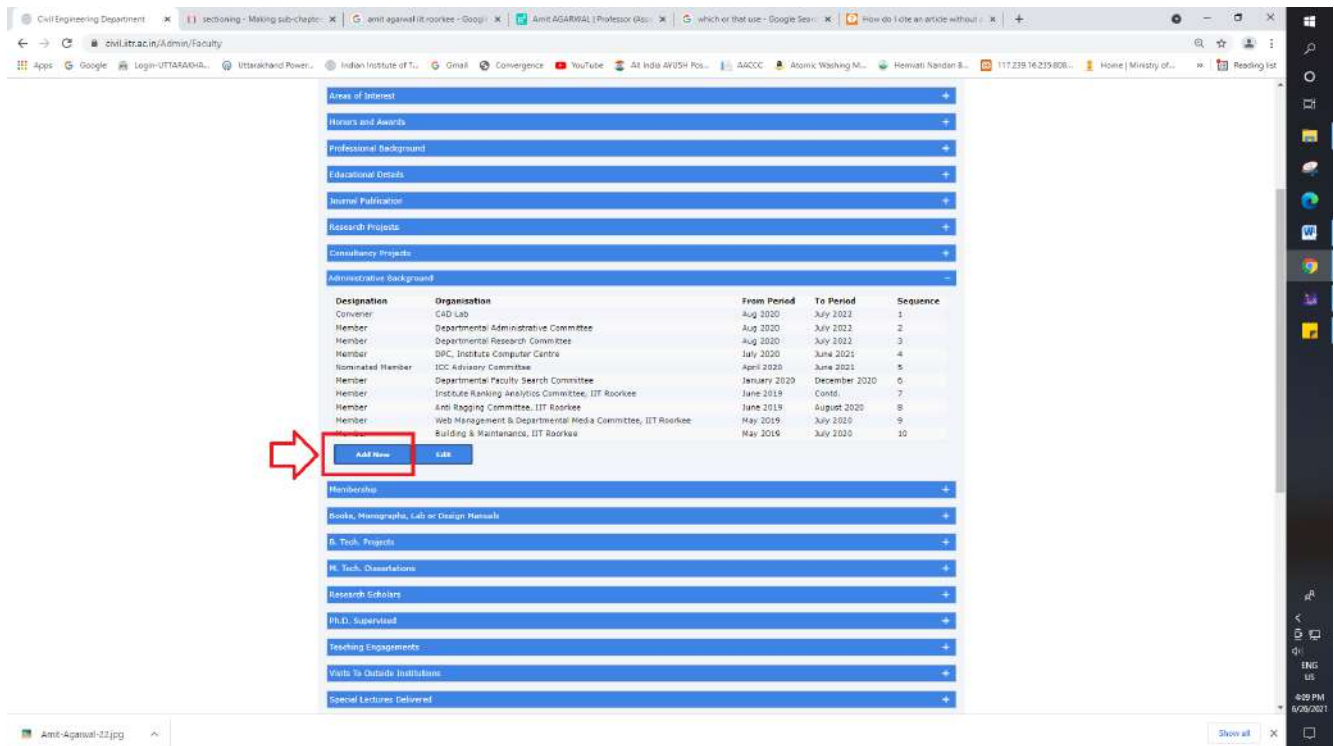
6:04 PM 8/26/2021

2.9 Administrative Background

Step 1: Click on Administrative Background.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Administrative Background" in these boxes as I have shown an example below & click on Submit icon.

The screenshot shows a web browser window with the URL `civil.iitr.ac.in/Admin/Faculty`. The page displays a list of faculty members on the left and a form titled "Administrative Background" in the center. The form contains the following fields:

- Enter From Period
- Enter To Period
- Enter Designation
- Enter Organisation

Below the form, there are two buttons: "Insert" and "Cancel". The "Insert" button is highlighted with a yellow box, and a yellow arrow points to it from below. The background of the page is dark blue with a list of faculty members on the left and a sidebar on the right.

Example:

Enter from Period: *May 2020*

Enter to Period: *July 2021*

Designation *Member*

Organization *IIT Roorkee*

Then Click on Insert icon.

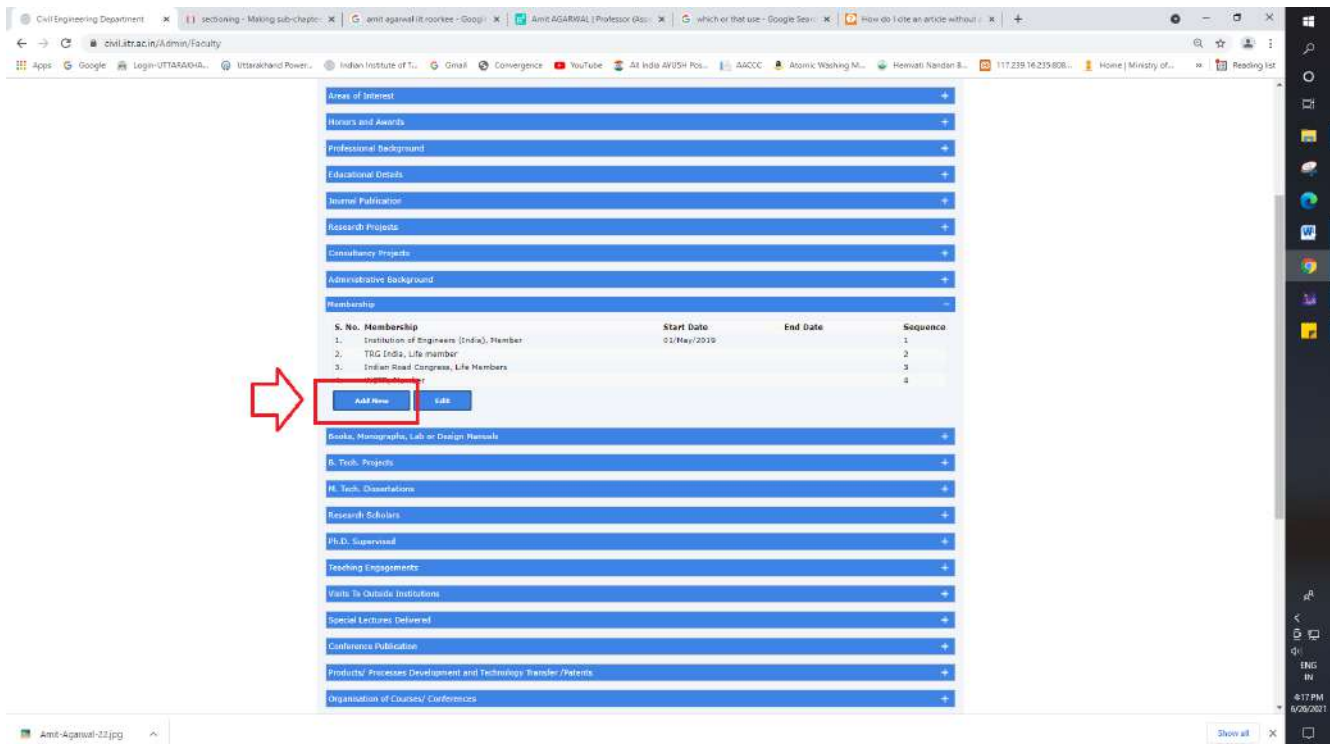
Note: Updating date is mandatory.

2.10 Membership

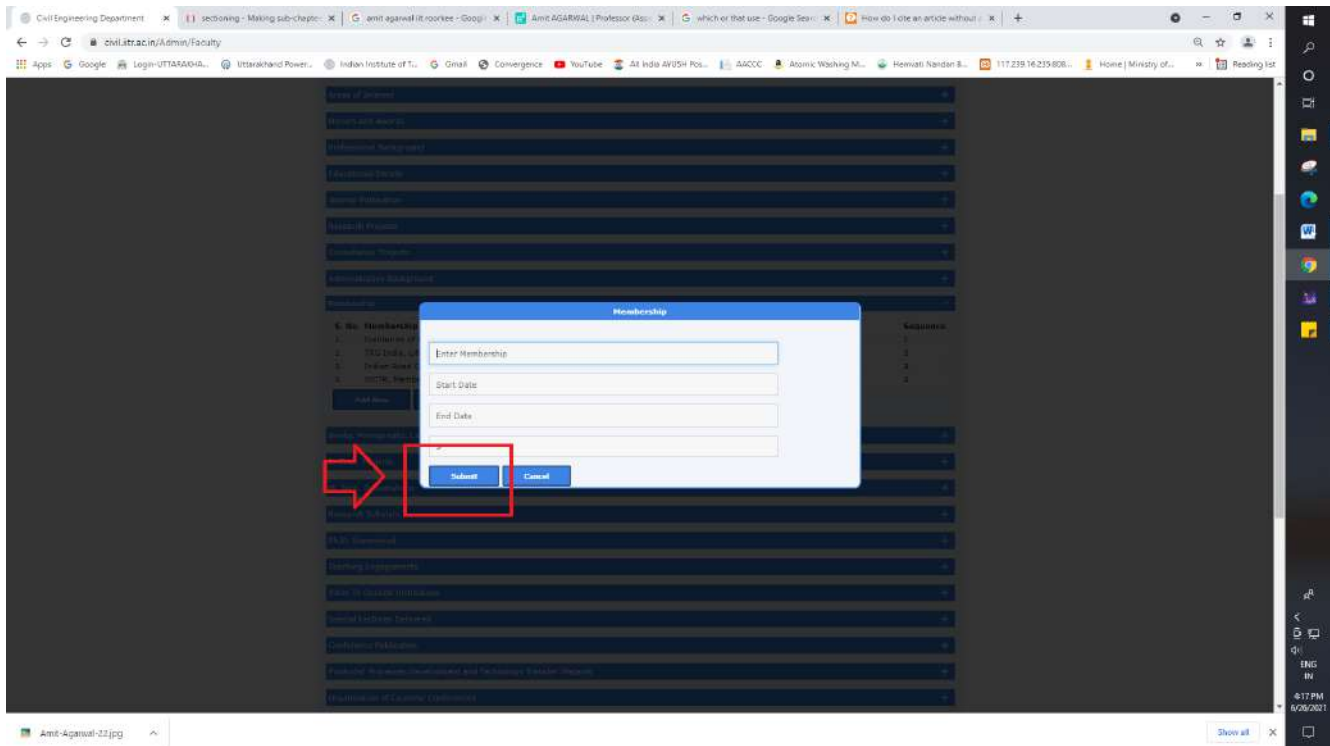
Step 1: Click on Membership.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Membership" in these boxes as I have shown an example below & click on Submit icon.



Example:

Enter Membership: *Institution of Engineers (India), Member*

State Date *Choose from Calendar*

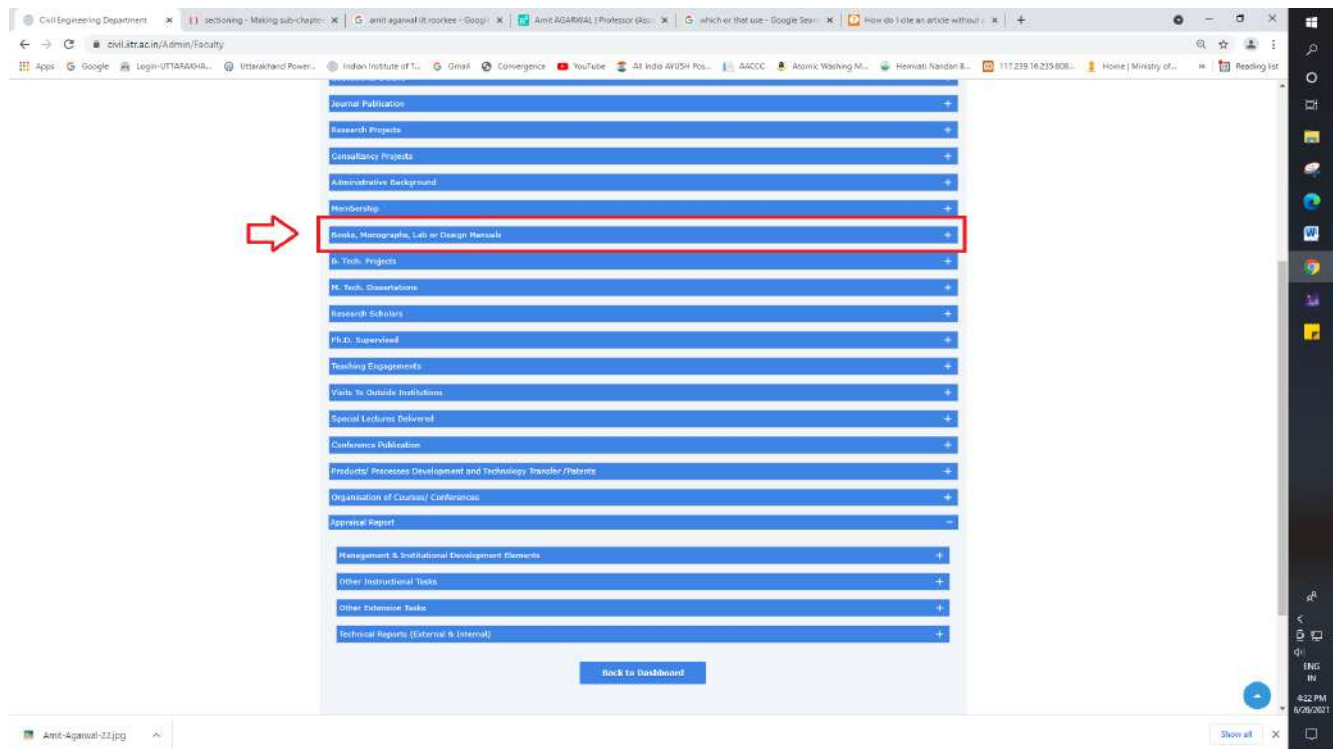
End Date *Choose from Calendar*

Then Click on Insert icon.

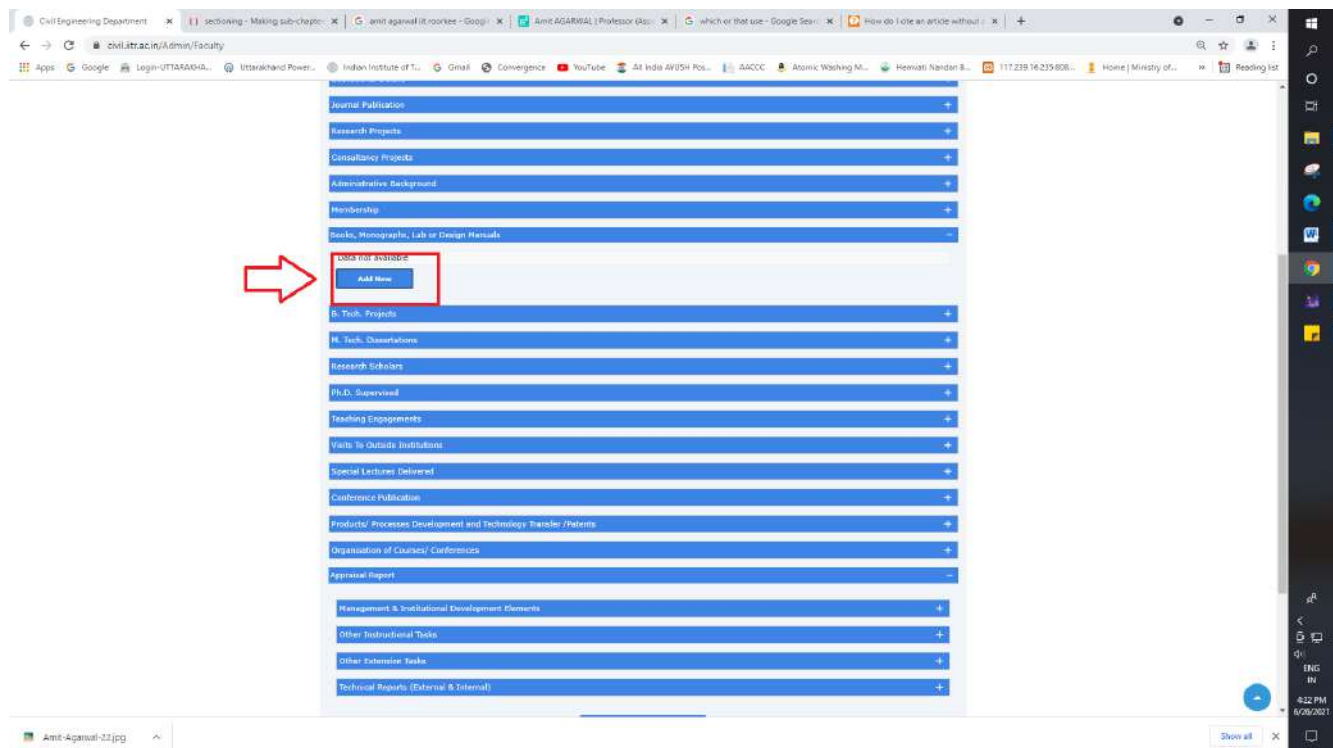
Note: Updating date is mandatory. If you have lifetime membership then write end date as "lifetime".

2.11 Books, Monographs, Lab or Design Manuals

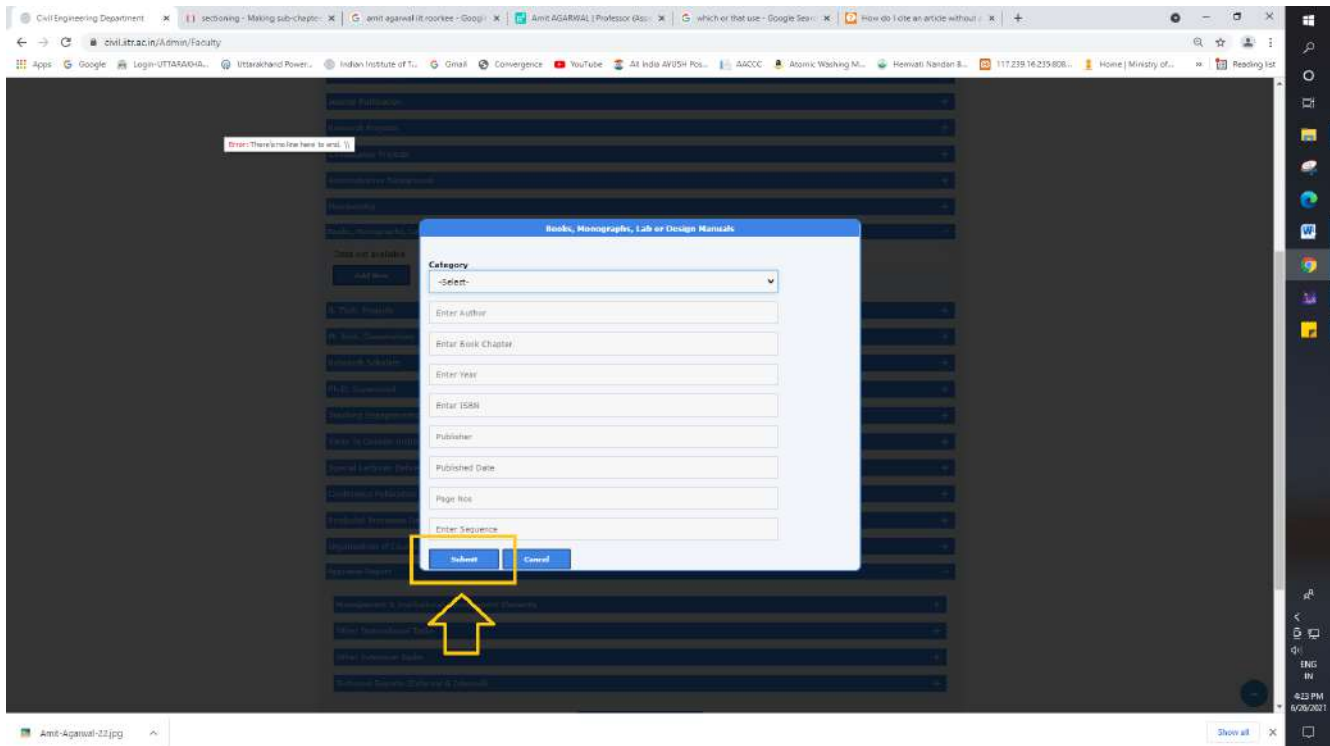
Step 1: Click on Books, Monographs, Lab or Design Manuals.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Books, Monographs, Lab or Design Manuals" in these boxes as I have shown an example below & click on Submit icon.



Example: Category: *Select one from Book, Book Chapter, Monographs, Lab, Design Manuals*

This image shows a close-up of the form mentioned in the screenshot. The 'Category' dropdown menu is open, displaying the following options: '-Select-', 'Books', 'Book Chapter', 'Monographs', 'Lab', and 'Design Manuals'. The other input fields ('Enter Year', 'Enter ISBN', 'Publisher', 'Published Date', 'Page Nos', 'Enter Sequence') are currently empty. The 'Submit' and 'Cancel' buttons are visible at the bottom.

Enter Authors: *Agarwal, A., Kumar, B. and Bohare, A.*

Chapter: *Unknown*

Year: *2021*

ISBN: *978-3-16-148410-0*

Publisher: *Penguin Random House*

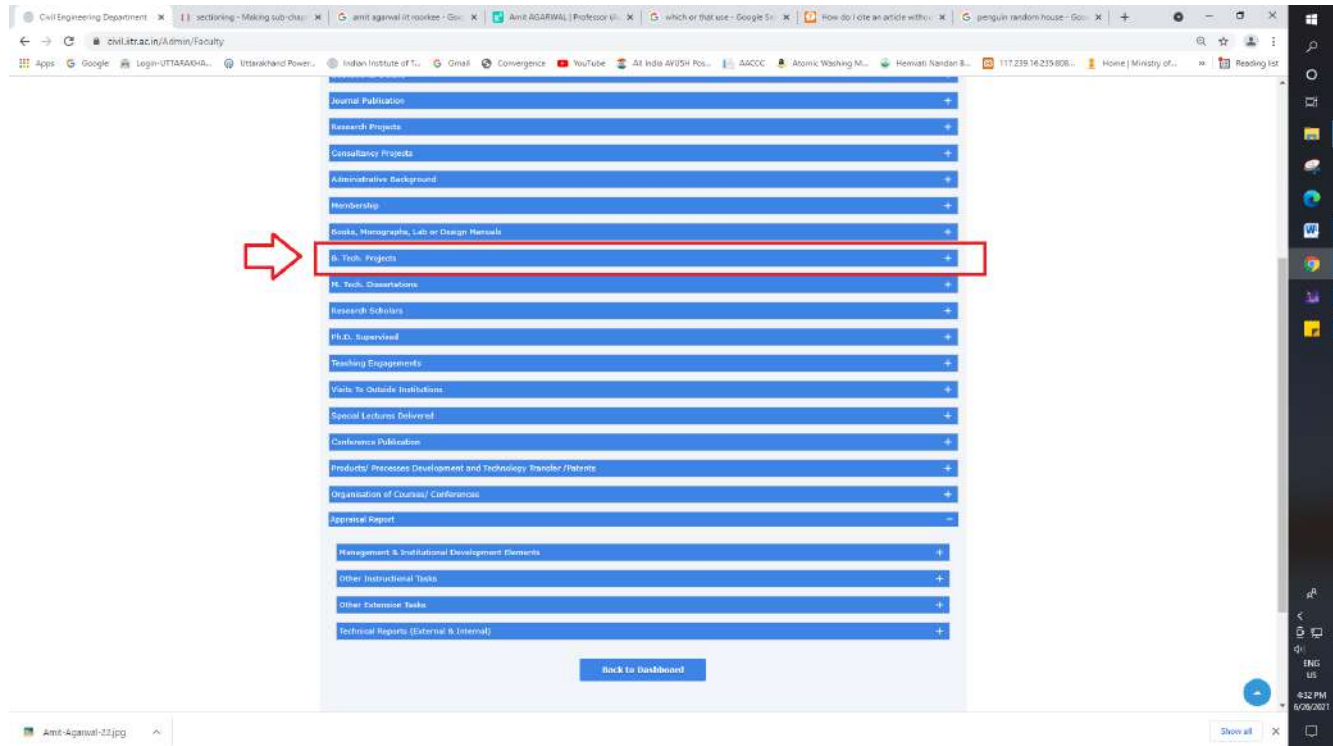
Page No.: *201-299*

Sequence: *1 (if it is your first book etc.)*

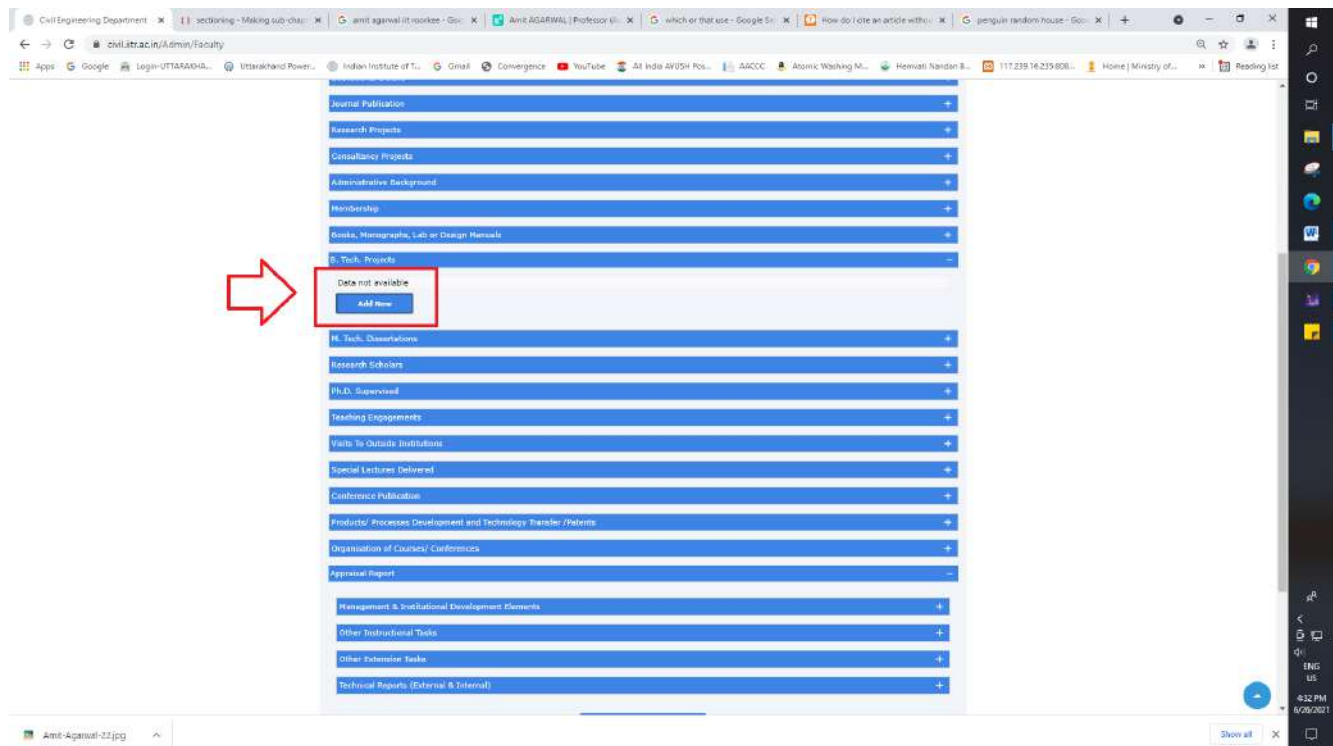
Then Click on Insert icon.

2.12 B. Tech. Projects

Step 1: Click on B. Tech. Projects.



Step 2: Click on "Add New" icon.



Step 3: Enter your "B. Tech. Projects" in these boxes as I have shown an example below & click on Submit icon.

The screenshot shows a web browser window with the URL civil.iitr.ac.in/Admin/ProjectThesisNew/UId=amit05. The page is titled "Civil Engineering Department Indian Institute of Technology Roorkee". The user is logged in as "User id: 100813, Dashboard, Logout". The page has a navigation menu with links: Home, About, Academics, Specialization, Research, People, Gallery, and Contact. The main content area is titled "Project/Thesis" and contains a form with the following fields:

- 1270 (Text input)
- Project Title (Text input)
- Student Name (Text input)
- Co-Supervisors (Text input)
- UG/PG (Dropdown menu, currently set to "-Select-")
- Year (Text input)
- Remark (Mention if industry or hardware related) (Text area)
- Remark (Mention if industry or hardware related) (Text area)

On the right side of the form, there is a section titled "Select only Co-Supervisor" with a list of faculty members and checkboxes:

EmpId	Name
☐ 100813	Prof. Amit Agarwal
☐ 100005	Prof. Zulfikar Ahmad
☐ 100898	Prof. Alek Bhardwaj
☐ 100040	Prof. Pradeep Bhargava
☐ 100474	Prof. Anupam Chakrabarti
☐ 100041	Prof. Satish (On Lian) Chandra
☐ 100706	Prof. Kaustav Chatterjee
☐ 100648	Prof. Sanjay Chikermane
☐ 100859	Prof. Pashpa Choudhary
☐ 100685	Prof. Raja Chowdhury
☐ 100589	Prof. Rajib Chowdhury

At the bottom of the form, there are two buttons: "Submit" and "Cancel". A red arrow points to the "Submit" button. Below the form, there is a section titled "IMPORTANT LINKS" with links to "Download", "Forms / Downloads", and "SAPIC".

Example:

Project Title: *Communication*

Student Name: *Abhishek Bohare*

Co-Supervisor *Prof. A. K. Jain*

UG/PG *UG*

Year *2017*

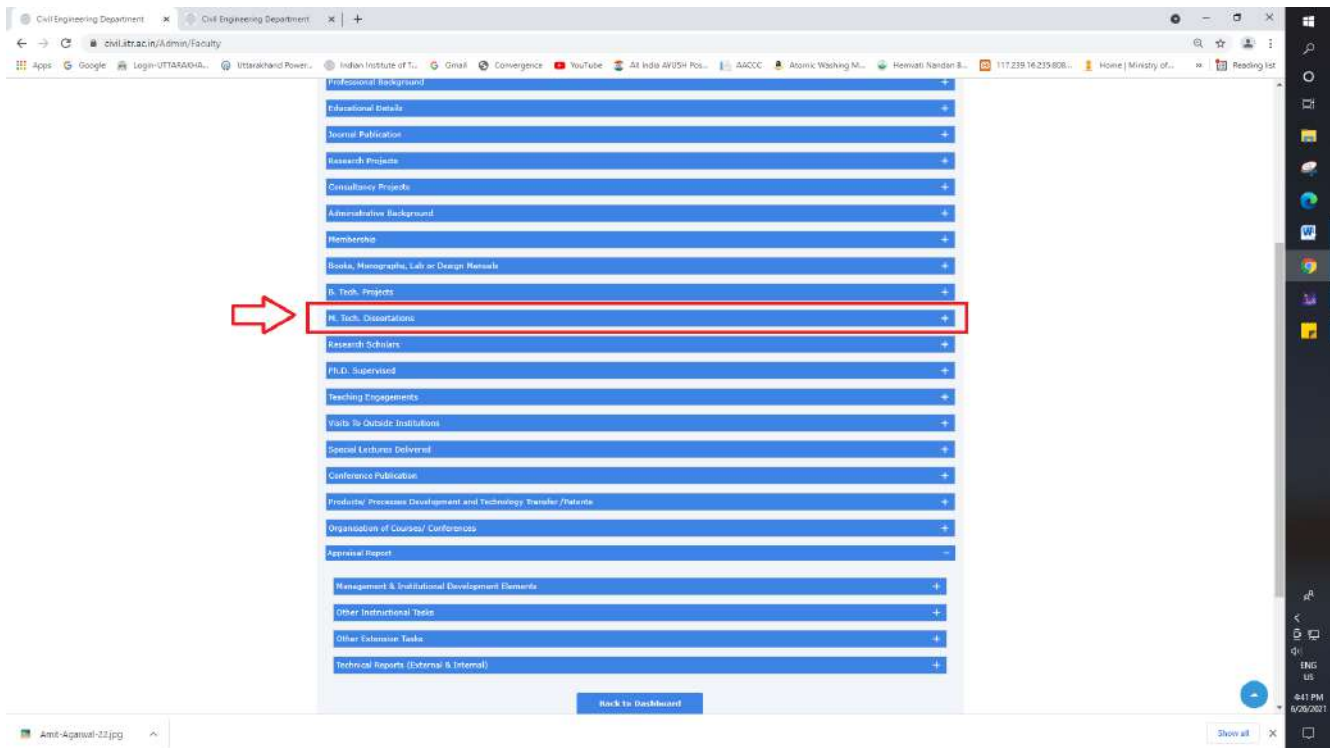
Remarks: *if any*

Thesis Date *Choose from Calendar*

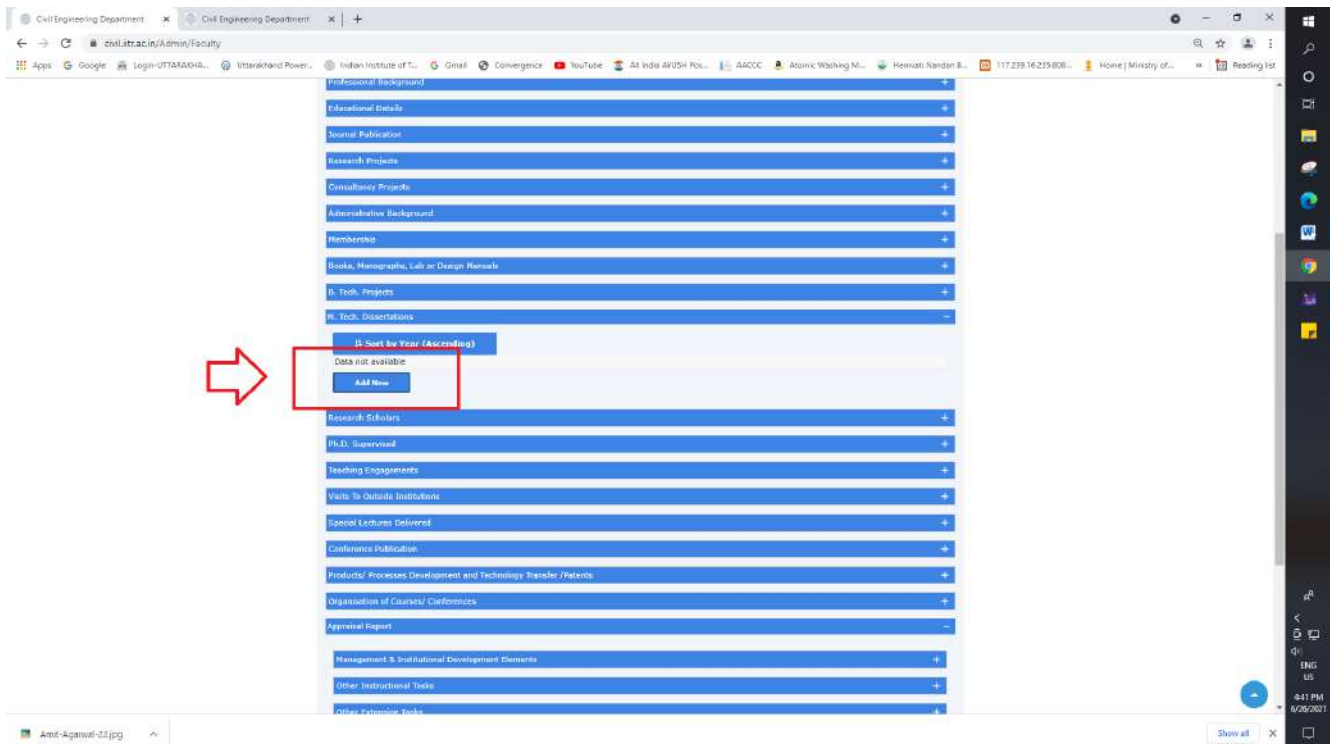
Then Click on Insert icon.

2.13 M. Tech. Projects

Step 1: Click on M. Tech. Projects.



Step 2: Click on "Add New" icon.



Step 3: Enter your "M. Tech. Projects" in these boxes as I have shown an example below & click on Submit icon.

The screenshot shows a web browser window with the URL `civil.iitr.ac.in/Admin/ProjectThesisNew/Uiid=amit0013`. The page is titled "Civil Engineering Department Indian Institute of Technology Roorkee". The user is logged in as "User id: 100813, Dashboard". The form is titled "Project/Thesis" and contains the following fields:

- 1270 (Text field)
- Project Title (Text field)
- Student Name (Text field)
- Co-Supervisor (Text field)
- UG/PG (Dropdown menu, currently set to "-Select-")
- Year (Text field)
- Remark (Mention if industry or hardware related) (Text area)
- Project/Thesis Date (Text field)

On the right side, there is a section titled "Select only Co-Supervisor" with a list of faculty members:

EmpId	Name
☐ 100813	Prof. Amit Agarwal
☐ 100005	Prof. Zulfikar Ahmad
☐ 100898	Prof. Alek Bhardwaj
☐ 100040	Prof. Pradeep Bhargava
☐ 100474	Prof. Anupam Chakrabarti
☐ 100041	Prof. Satish (On Lian) Chandra
☐ 100706	Prof. Kaustav Chatterjee
☐ 100648	Prof. Sanjay Chikermane
☐ 100859	Prof. Pashpa Choudhary
☐ 100685	Prof. Raja Chowdhury
☐ 100589	Prof. Rajib Chowdhury

At the bottom of the form, there are two buttons: "Submit" and "Cancel". A red arrow points to the "Submit" button.

Example:

Project Title: *Communication*

Student Name: *Abhishek Bohare*

Co-Supervisor *Prof. A. K. Jain*

UG/PG *PG*

Year *2017*

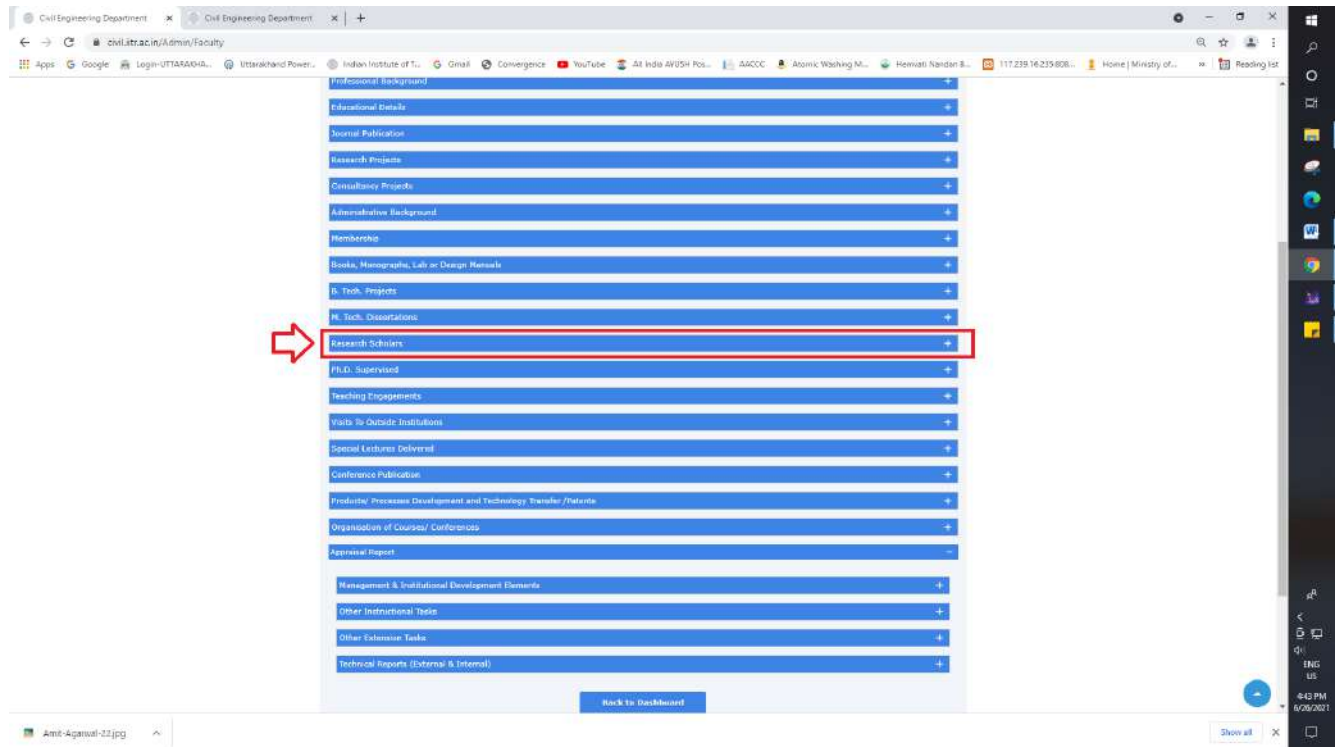
Remarks: *if any*

Thesis Date *Choose from Calendar*

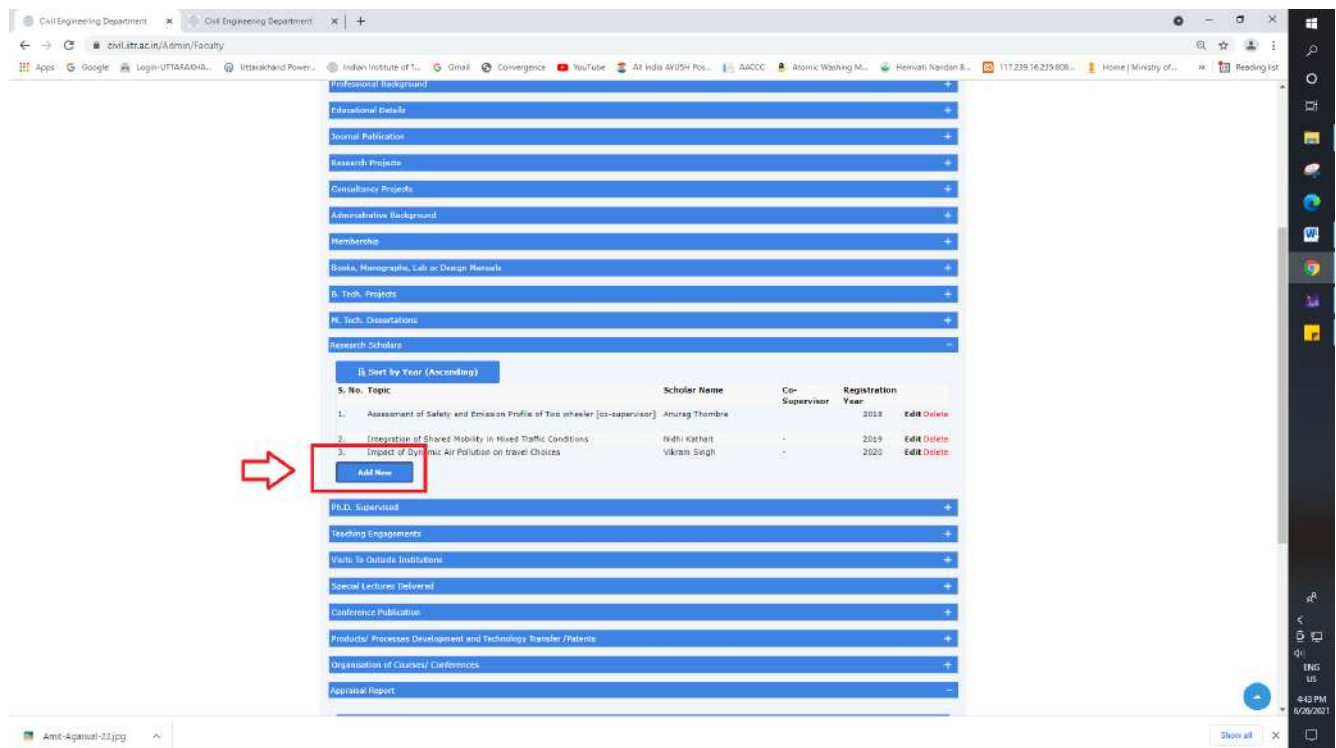
Then Click on Insert icon.

2.14 Research Scholars

Step 1: Click on Research Scholars.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Research Scholar's details" in these boxes & click on Submit icon. **Note: Registration date is mandatory.**

587

Topic Name
Assessment of Safety and Emission Profile of Two wheeler [co-supervisor]

Scholar Name
Anurag Thombre

Status
Ongoing

Full Time/ Part Time
Full-Time

Registration Date

Registration Year
2018

Awarded Date

Awarded Year
-

Co-Supervisor

Select only Co-Supervisor

EmpId	Name
☐ 100612	Prof. Amit Agarwal
☐ 100665	Prof. Zulfikar Ahmad
☐ 100698	Prof. Alek Bhardwaj
☐ 100640	Prof. Pradeep Bhargava
☐ 100474	Prof. Anupam Chakrabarti
☐ 100041	Prof. Satish (On Lien) Chandra
☐ 100706	Prof. Kausay Chatterjee
☐ 100648	Prof. Sanjay Chikermane
☐ 100659	Prof. Pashpa Choudhary
☐ 100685	Prof. Raja Chowdhury
☐ 100589	Prof. Rajib Chowdhury
☐ 100628	Prof. Sanhita Das
☐ 100668	Prof. Sudakshina Dutta
☐ 100492	Prof. Rahul Dev Gang
☐ 100037	Prof. Pradeep Kumar Gang
☐ 100049	Prof. Jayanta Kumar Ghosh
☐ 100583	Prof. Indrajit Ghosh
☐ 100038	Prof. Sanjay Kumar Ghosh
☐ 100461	Prof. Pramod Kumar Gupta
☐ 100433	Prof. Bhoja Ram Gurjar
☐ 100050	Prof. K. S. Hari Prasad
☐ 100477	Prof. Mohd. Adnan Iqbal
☐ 100039	Prof. Kamal Jain
☐ 100406	Prof. Abzar Ahmad Kasim
☐ 100067	Prof. Prasan Kumar
☐ 100035	Prof. Pramod Kumar
☐ 100435	Prof. Priti Maheshwari
☐ 100850	Prof. Anamita Mishra
☐ 100053	Prof. Satyendra Mittal

Supervisor / Co-Supervisor
Prof. Amit Agarwal

[Delete](#)

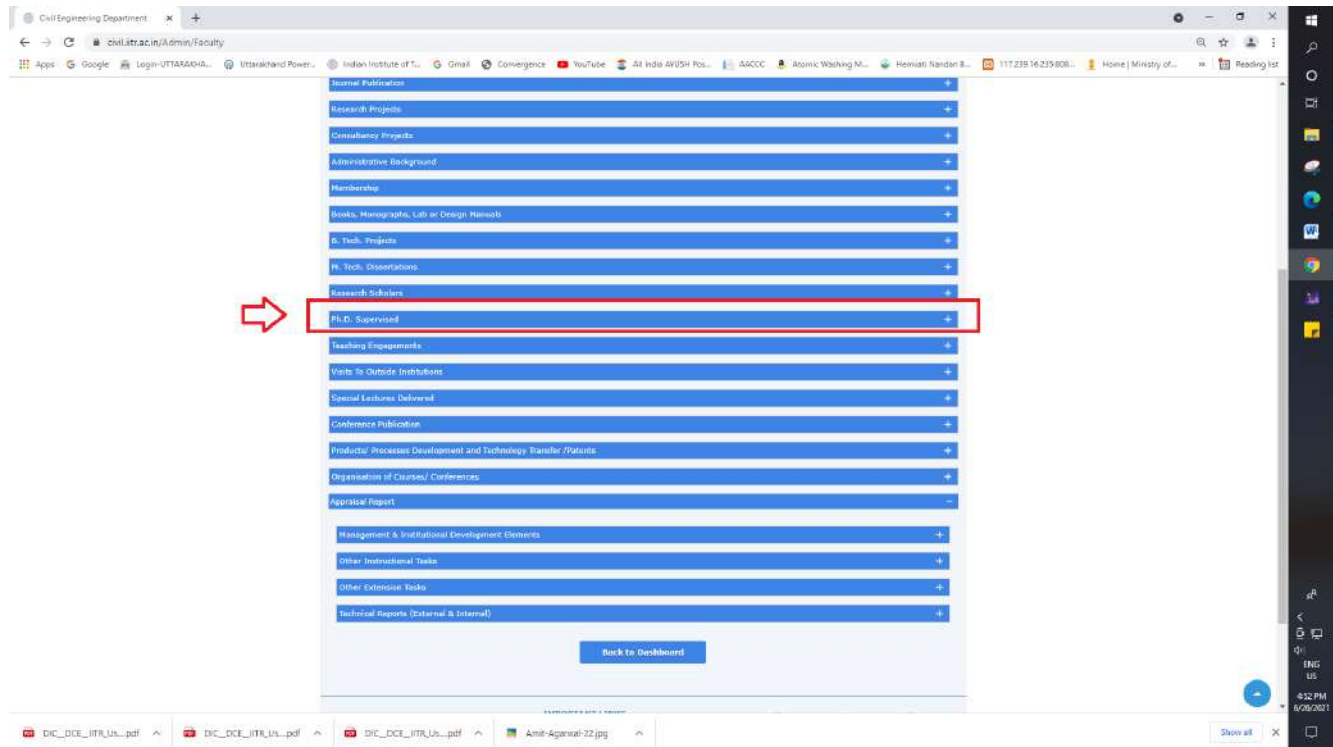
[Update](#) [Cancel](#)

IMPORTANT LINKS

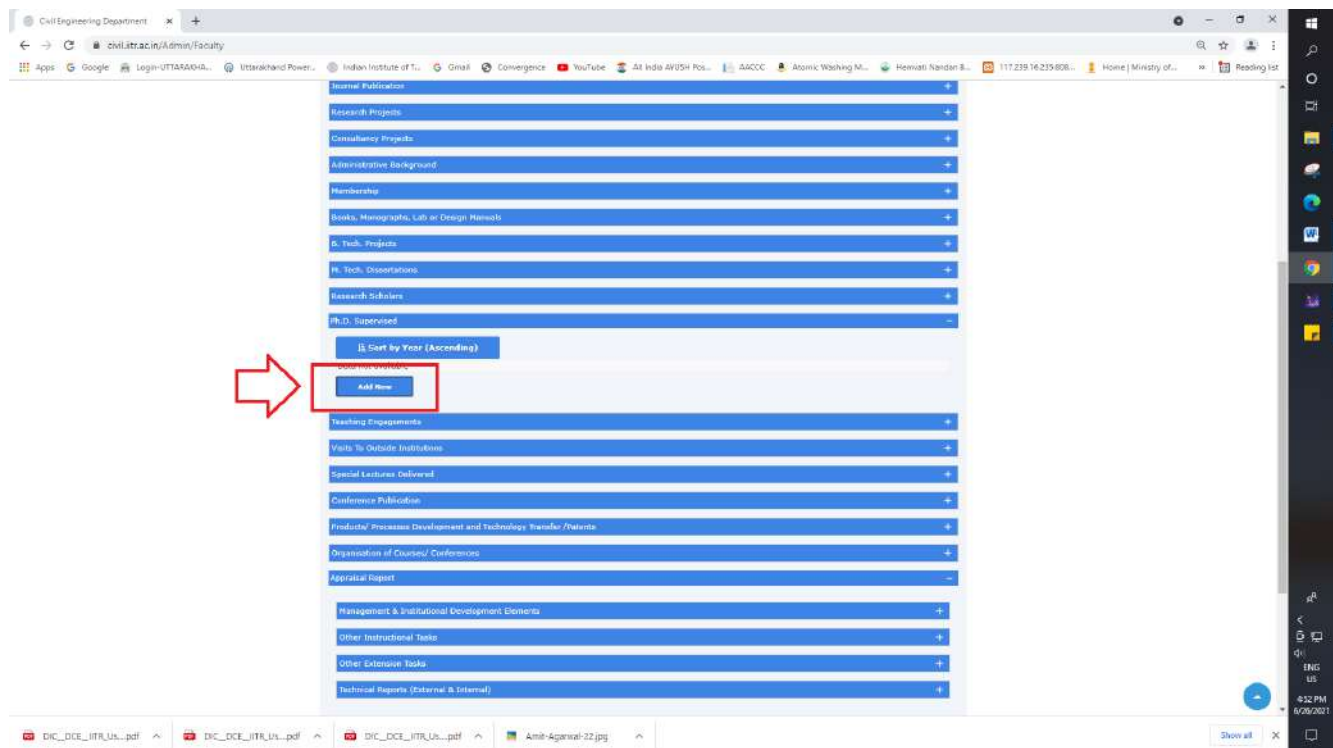
Note: For entries example, please refer to previous section.

2.15 Ph.D. Supervised

Step 1: Click on Ph.D. Supervised.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Ph.D. Supervised (Details of Research Scholar)" in these boxes & click on Submit icon.

Note: Updating dates and years are mandatory.

988

Topic Name

Scholar Name

Status

Full Time/ Part Time

Registration Date

Registration Year

Awarded Date

Awarded Year

Co-Supervisor

Select only Co-Supervisor

EmpId	Name
☐ 100406	Prof. Abzar Ahmad Kazmi
☐ 100875	Prof. Aditya Singh
☐ 100851	Prof. Akanksha Tyagi
☐ 100054	Prof. Akhil Upadhyay
☐ 100898	Prof. Alek Bhardwaj
☐ 100813	Prof. Amit Agarwal
☐ 100850	Prof. Anumita Mishra
☐ 100474	Prof. Anupam Chakrabarti
☐ 100706	Prof. Bhanu Prakash Vellanki
☐ 100433	Prof. Bhoja Ram Gurjar
☐ 100436	Prof. Bhupinder Singh
☐ 100603	Prof. Biju Suchetana
☐ 100043	Prof. Chandra Shekhar Prasad Ojha
☐ 100551	Prof. G. D. Ransindhung R. N.
☐ 100762	Prof. Gargi Singh
☐ 100583	Prof. Indrajit Ghosh
☐ 100645	Prof. Jagdish Prasad (On Uen) Sahoo
☐ 100049	Prof. Jayanta Kumar Ghosh
☐ 100050	Prof. K. S. Hari Prasad
☐ 100039	Prof. Kamal Jain
☐ 100766	Prof. Kaustubh Chatterjee
☐ 100052	Prof. Mahendra Singh
☐ 100066	Prof. Manoranjan Parida
☐ 100477	Prof. Mohd. Ashraf Iqbal
☐ 199990	Dr. Munzir Ali
☐ 100046	Prof. Narendra Kumar Samadhiya
☐ 100040	Prof. Pradeep Bhargava
☐ 100037	Prof. Pradeep Kumar Gaig
☐ 100055	Prof. Pramod Kumar
☐ 100491	Prof. Pramod Kumar Gomba

Insert Back

IMPORTANT TIPS

DIC_DCE_ITRUs...pdf

DIC_DCE_ITRUs...pdf

DIC_DCE_ITRUs...pdf

Amit-Agarwal-22.jpg

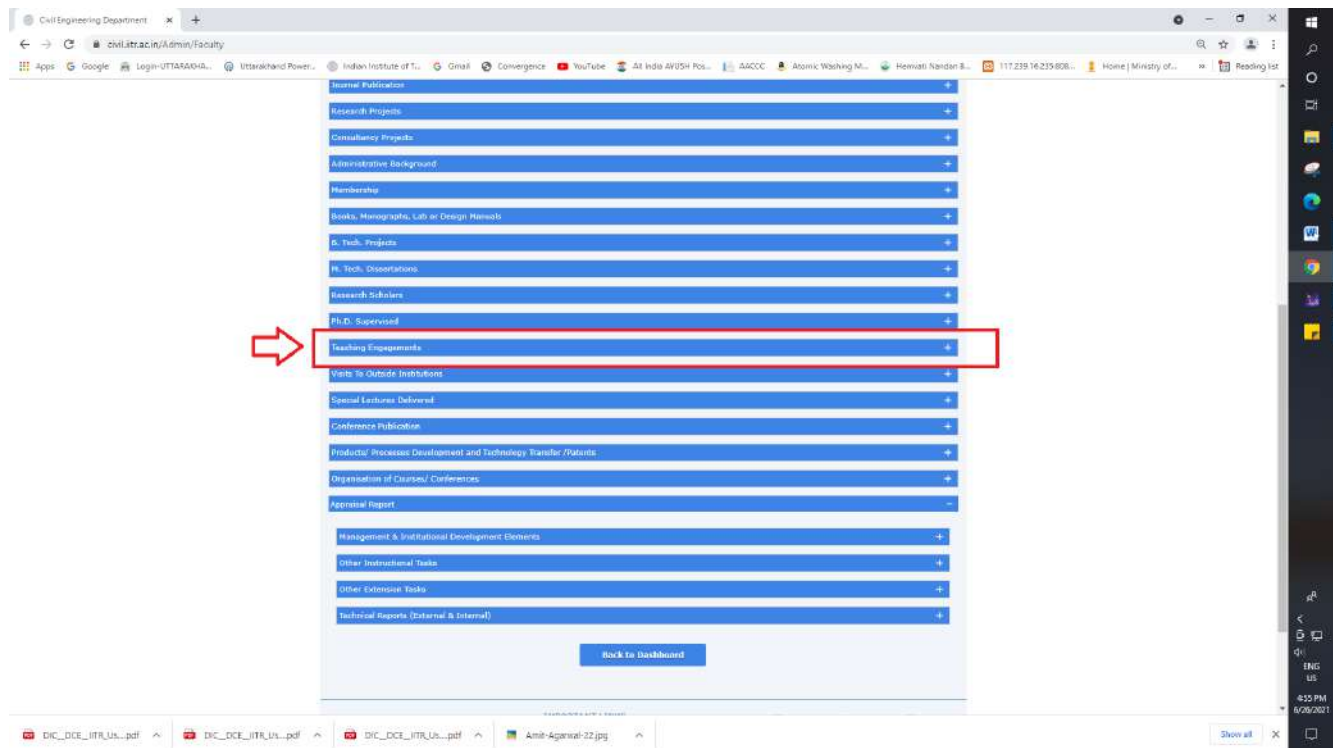
Show all

6:12 PM 8/26/2021

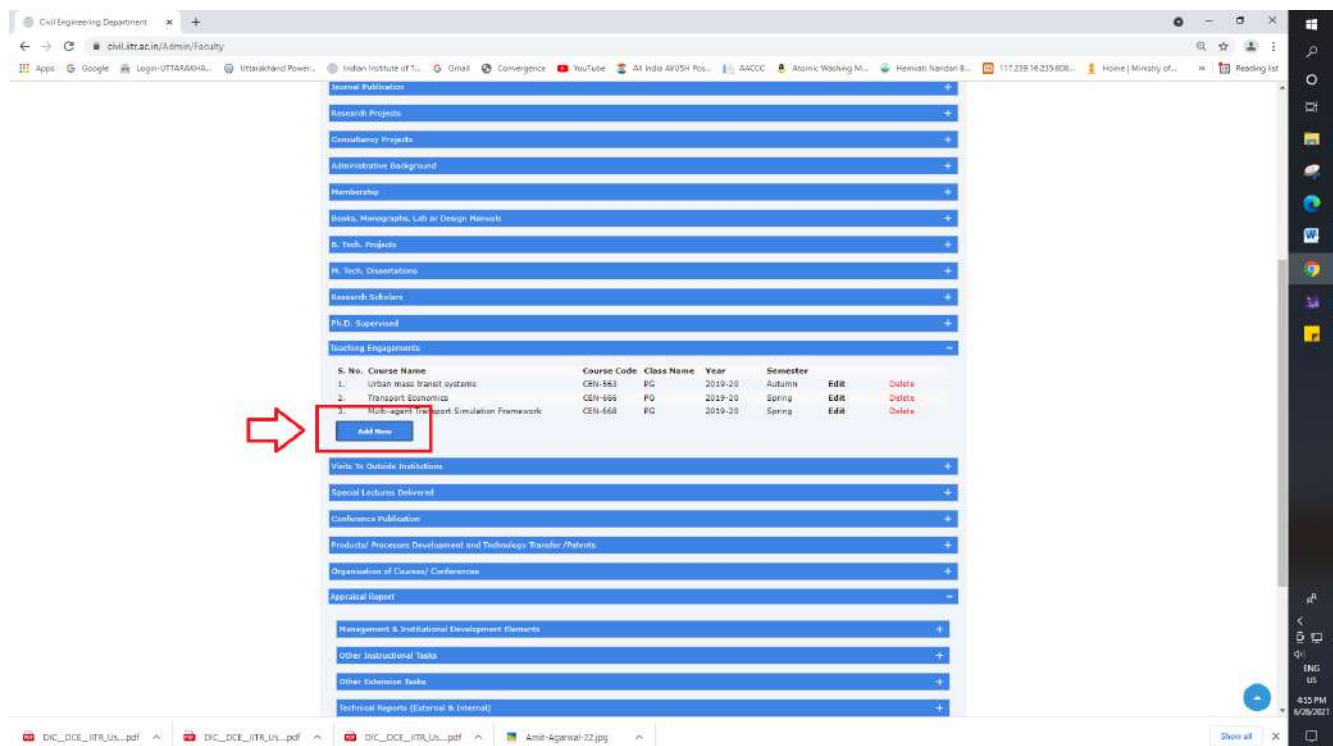
Note: For entries example, please refer to previous section.

2.16 Teaching Engagements

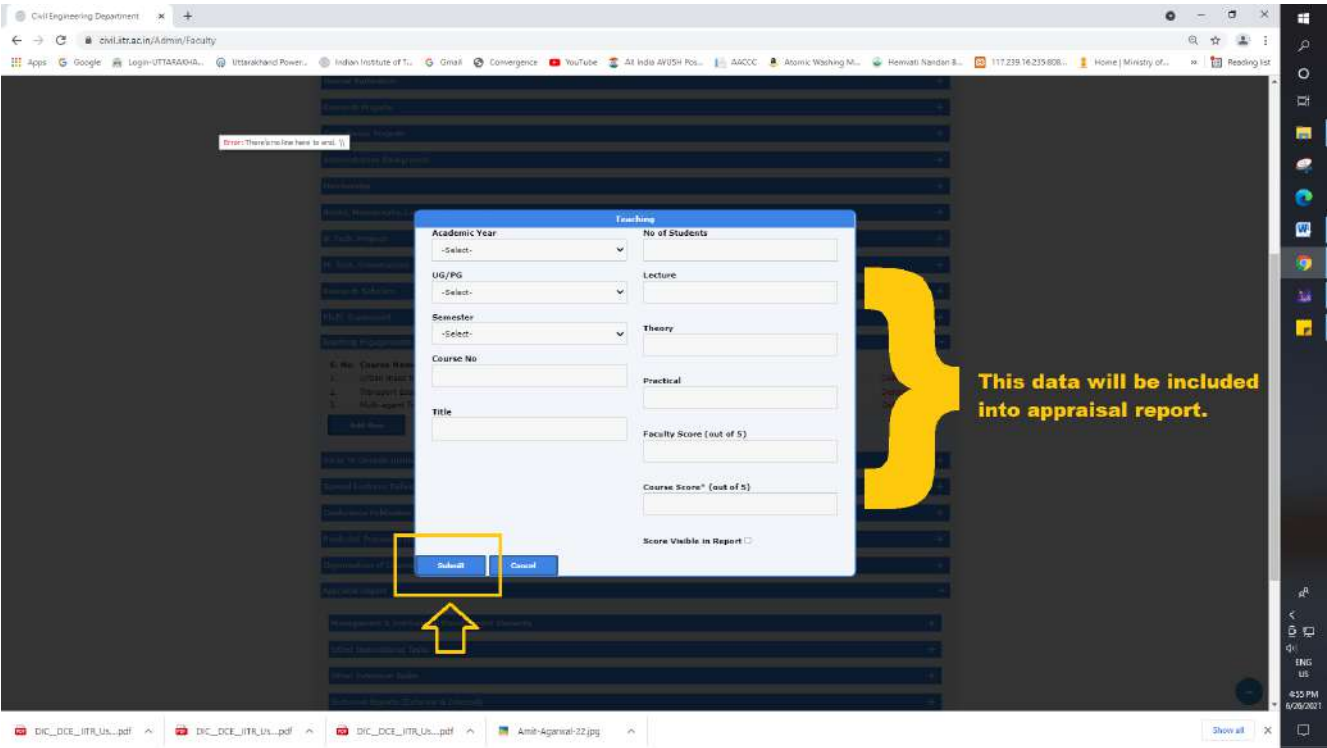
Step 1: Click on Teaching Engagements.



Step 2: Click on "Add New" icon.

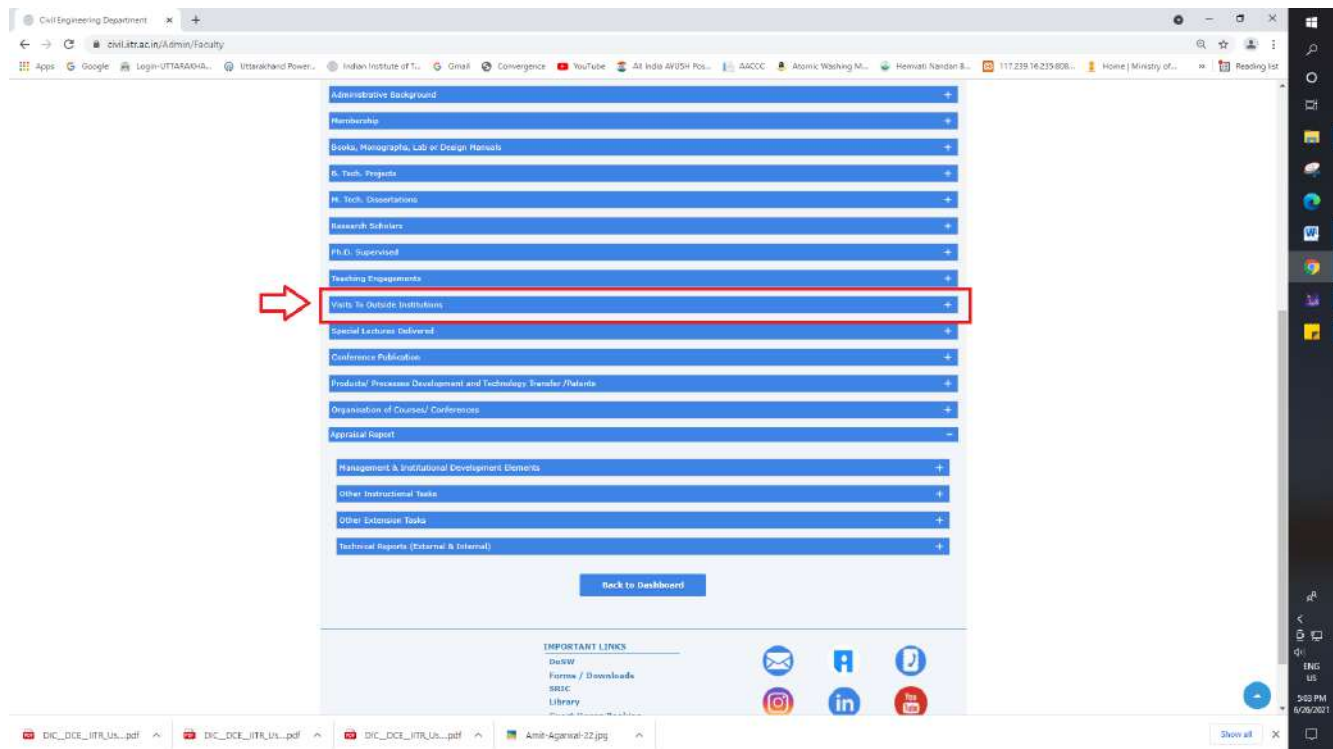


Step 3: Enter your "Teaching Engagements" in these boxes & click on Submit icon.

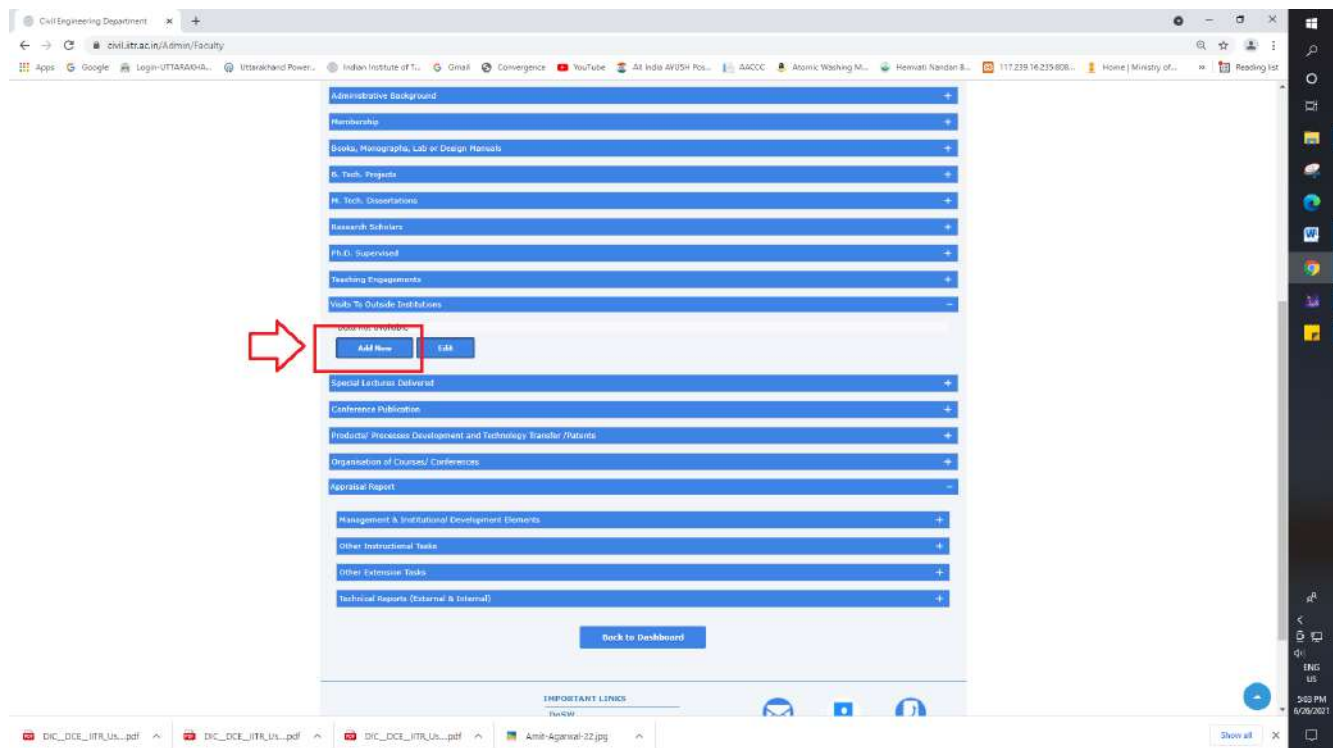


2.17 Visits To Outside Institutions

Step 1: Click on Visits To Outside Institutions.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Visits To Outside Institutions" in these boxes & click on Submit icon. **Note: Updating date is mandatory.**

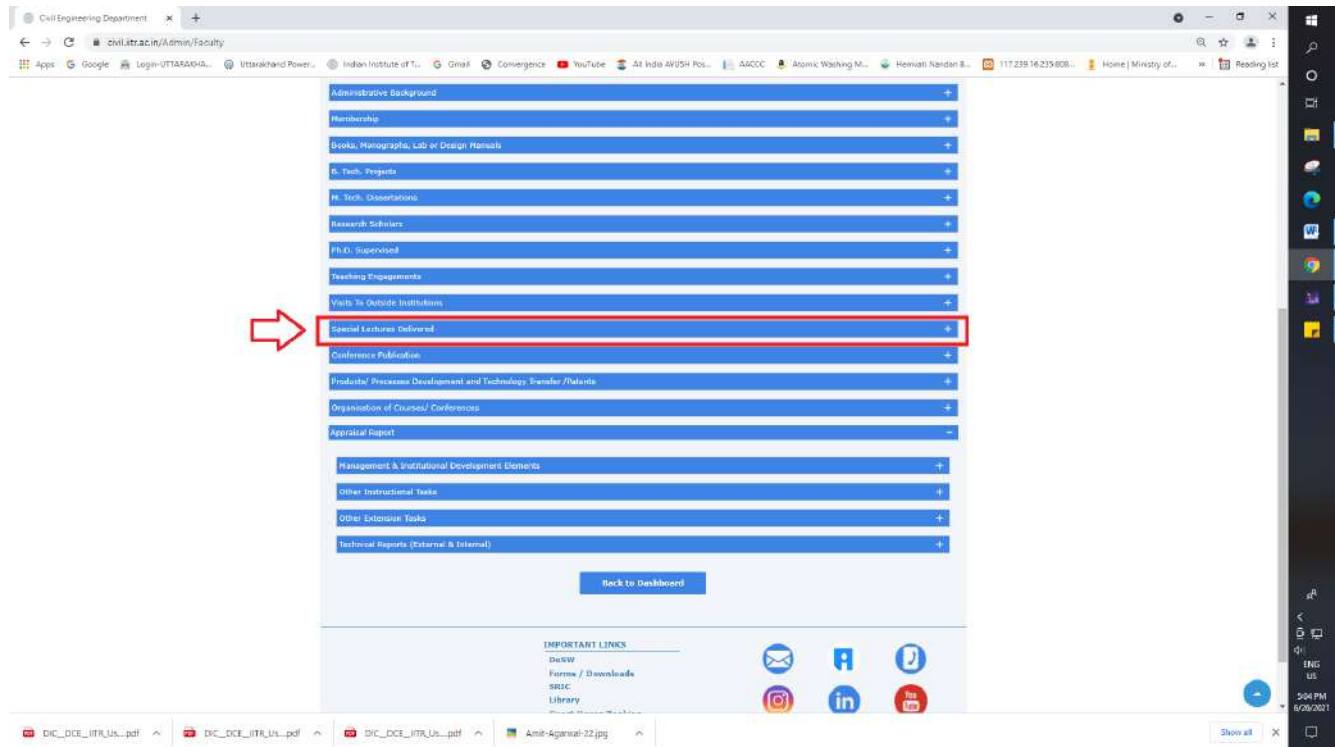
The screenshot displays a web application interface for a Civil Engineering Department. A modal form titled "Visits To Outside Institutions" is open, allowing users to record visits. The form includes the following fields:

- Enter Institute
- Enter Purpose
- Enter Visit Date
- Select Start Date
- Select End Date

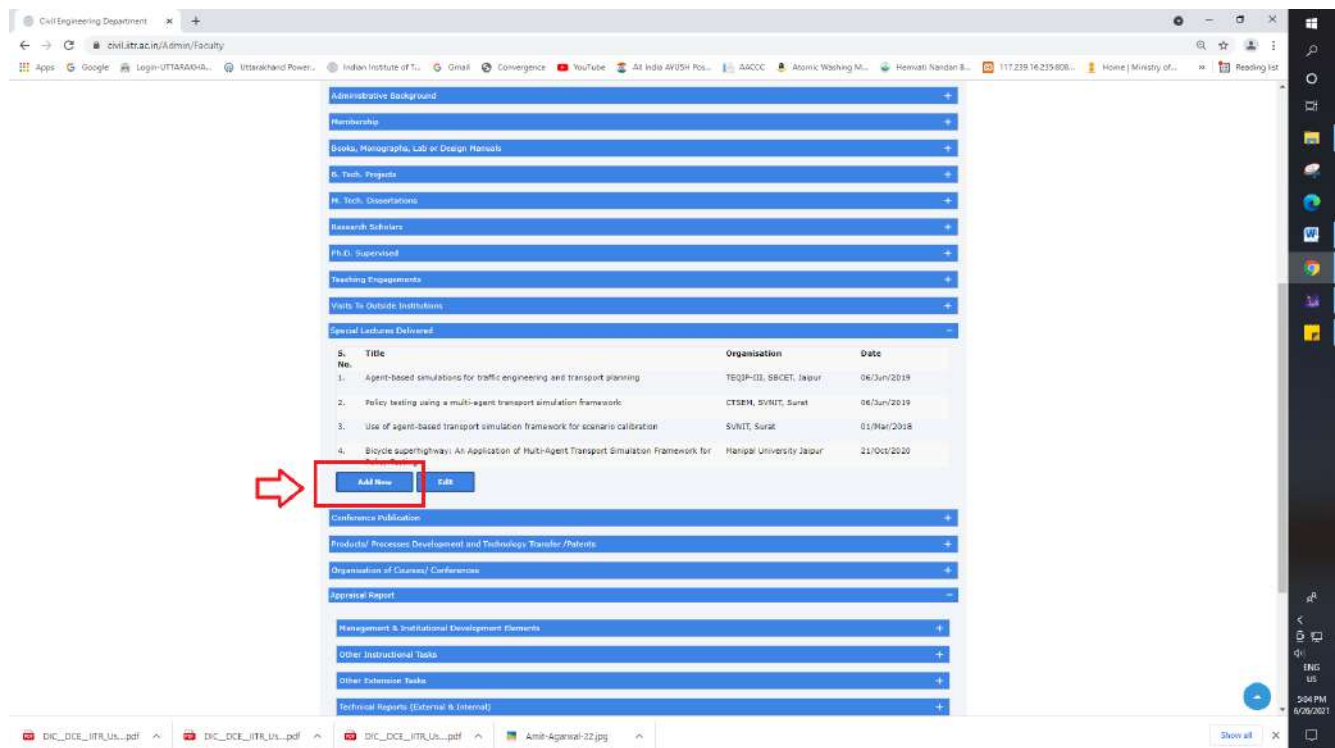
At the bottom of the form, there are two buttons: "Submit" (highlighted with a yellow box) and "Cancel". A yellow arrow points to the "Submit" button from below. The background of the application shows a list of faculty members with their names and contact information. The browser's address bar shows the URL "civilstr.ac.in/Admin/Faculty".

2.18 Special Lectures Delivered

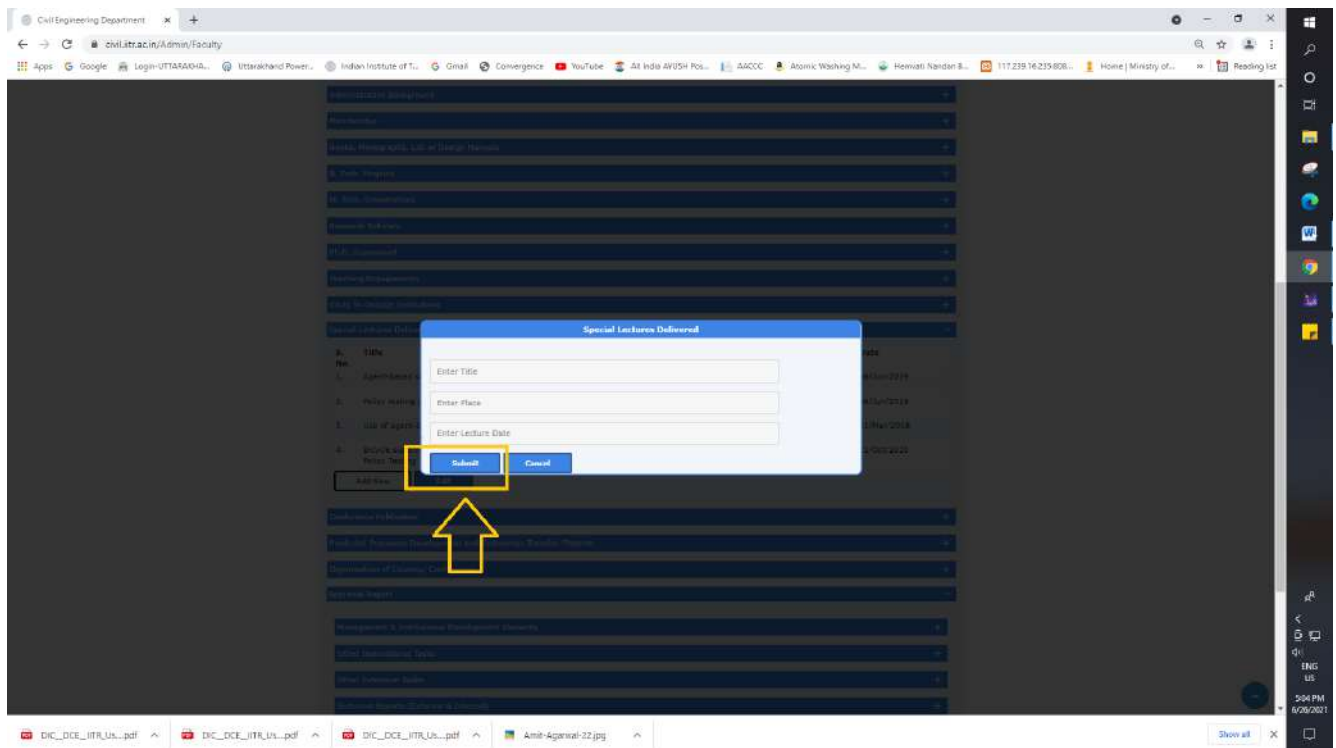
Step 1: Click on Special Lectures Delivered.



Step 2: Click on "Add New" icon.

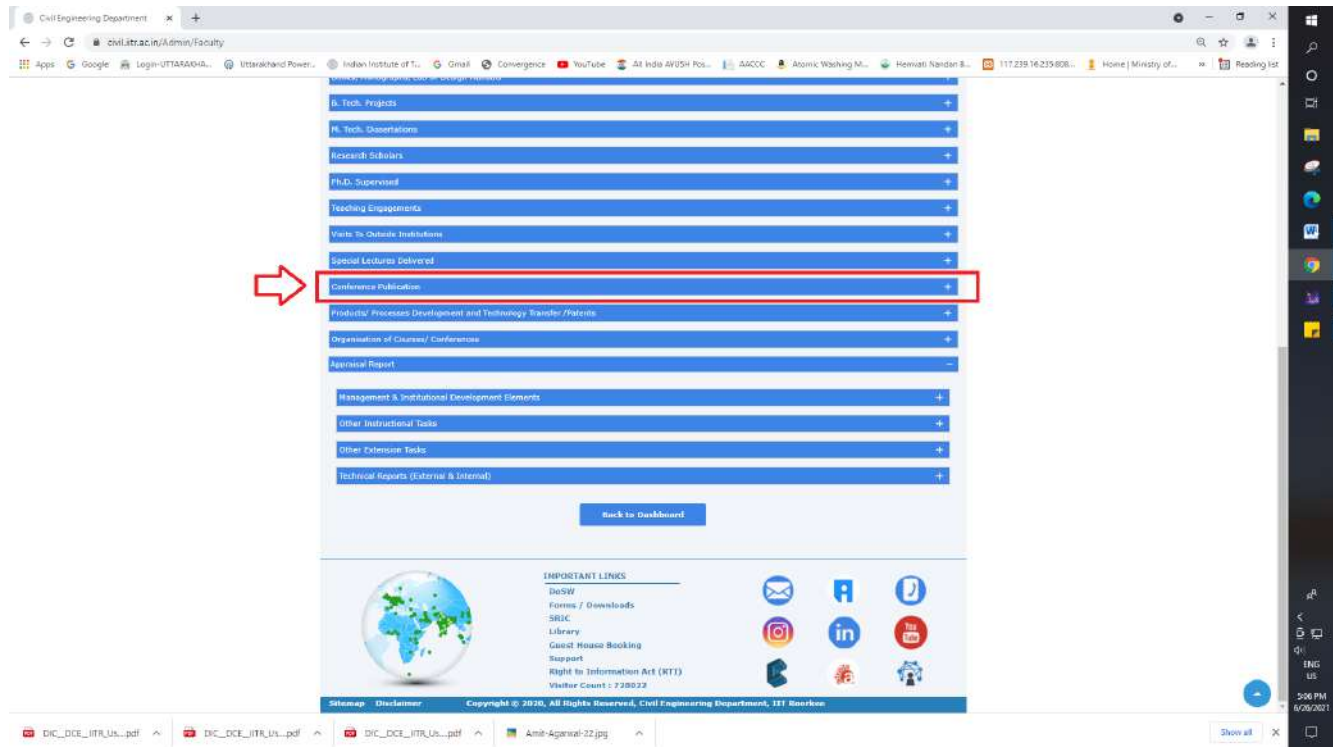


Step 3: Enter your "Special Lectures Delivered" in these boxes & click on Submit icon. **Note: Updating date is mandatory.**

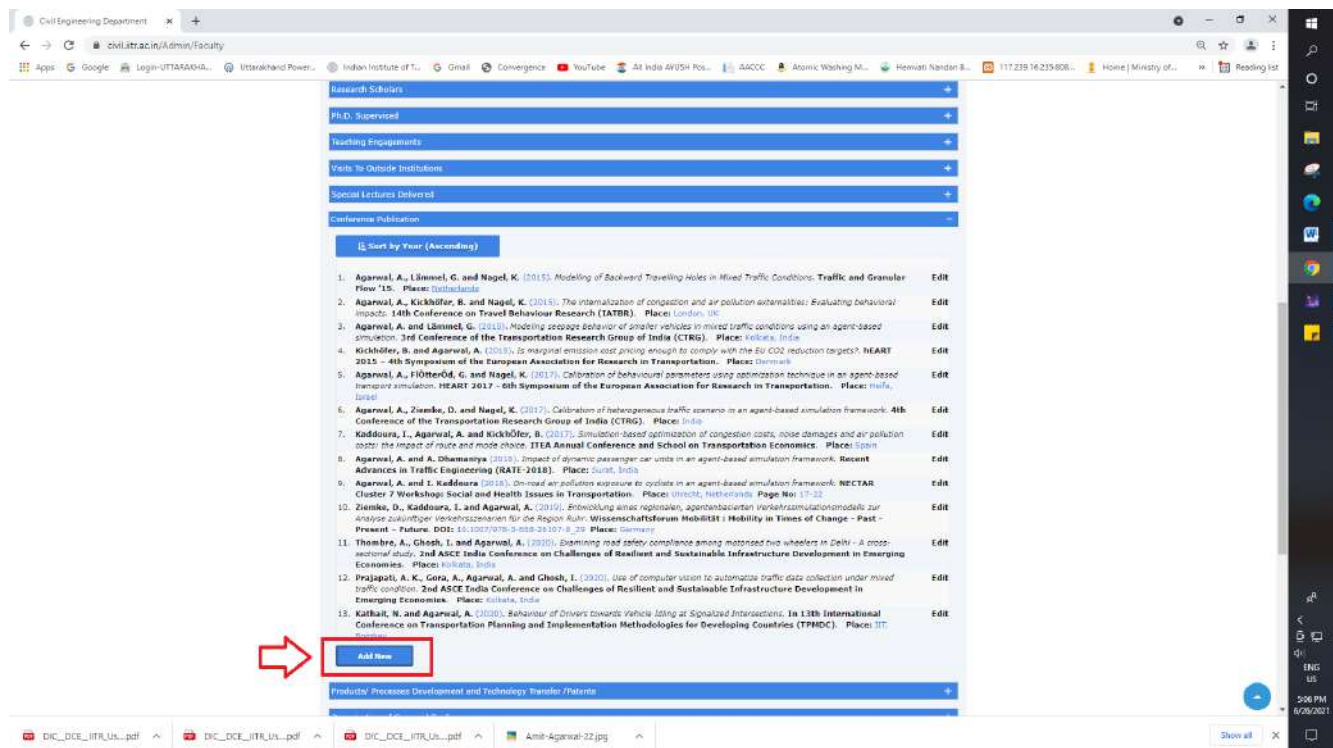


2.19 Conference Publication

Step 1: Click on Conference Publication.



Step 2: Click on "Add New" icon.



Step 3: Enter your "Conference Publication" in these boxes & click on Submit icon. **Note: Updating date is mandatory.**

Add New Conference

687

Enter Author

Enter Title

Enter Conference Name

Enter Year

Enter Page No

Enter Place

Enter DOI

Start

End

-Select-

Submit **Cancel**

Last Name	First Name
☐ Agarwal	Amr
☐ Ahmad	Zulfiqar
☐ Bhargava	Alak
☐ Bhargava	Pradeep
☐ Chakrabarti	Anupam
☐ Chandra	Satish (On Lien)
☐ Chatterjee	Kaustav
☐ Chikermane	Sanjay
☐ Choudhary	Punjab
☐ Chowdhury	Raja
☐ Chowdhury	Rajib
☐ Das	Sanhita
☐ Dutta	Sudekshina
☐ Garg	Rahul Dev
☐ Garg	Pradeep Kumar
☐ Ghosh	Jayanta Kumar

IMPORTANT LINKS

De/WR

Forms / Downloads

SRIC

Format to insert a paper

Authors: Agarwal, A., Kumar, B. and Bohare, A.

Title: Research and development in India

Name of Conference: WPT, IEEE

Year: 2021

DOI: 10.1007/s40890-016-0014-9

Place: Roorkee

Start Date: Choose from Calendar

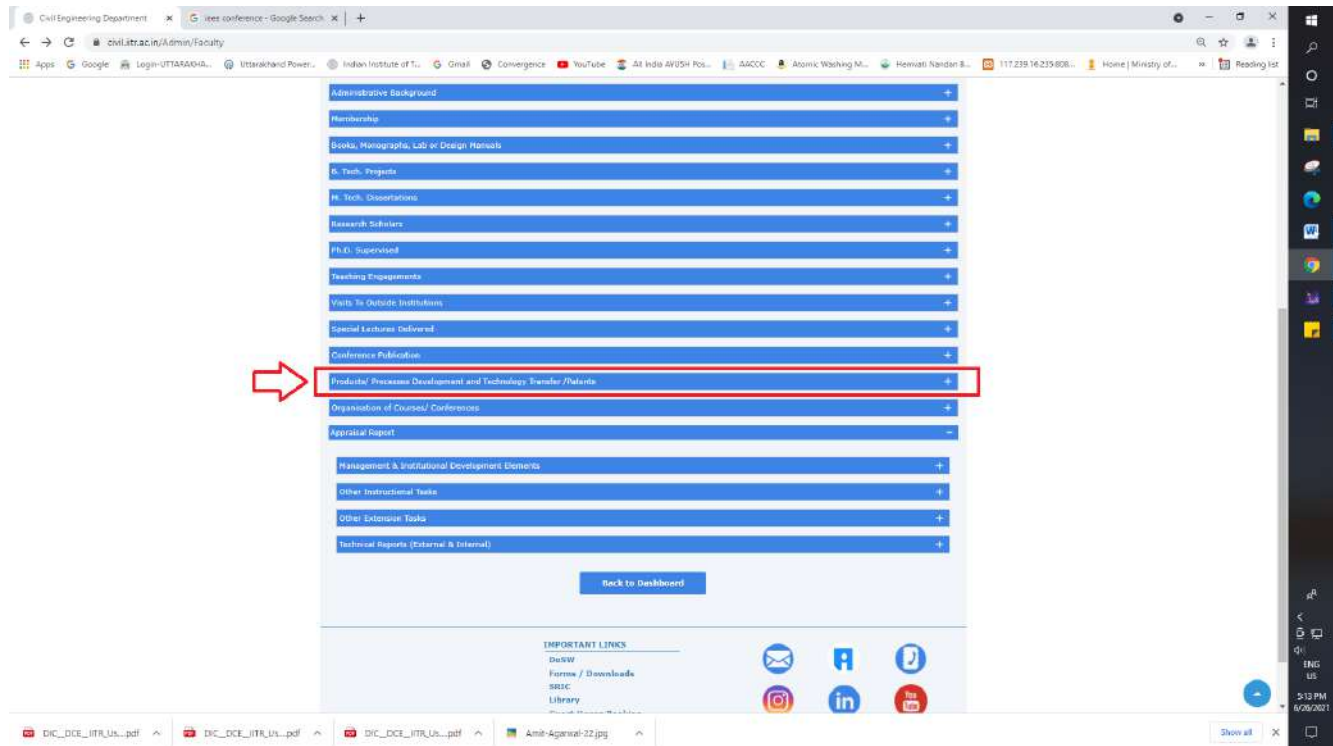
End Date: Choose from Calendar

Page: 200-202

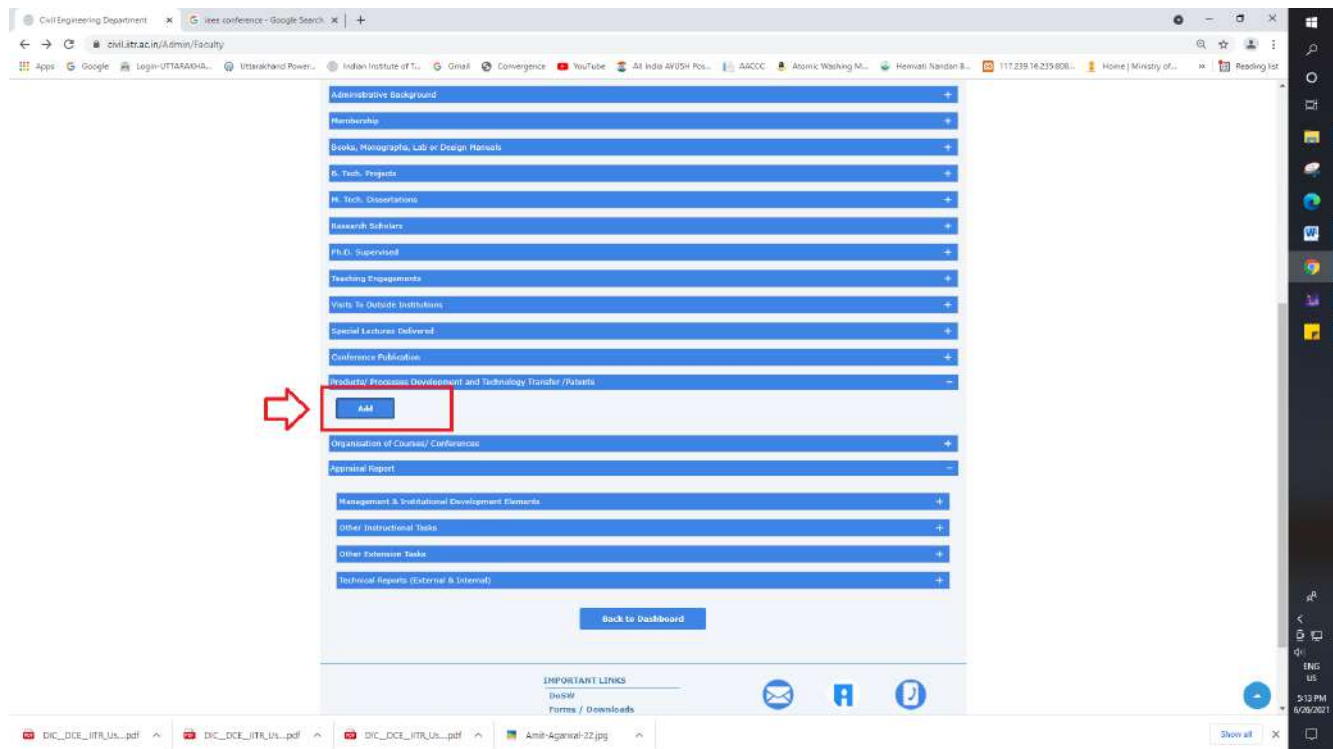
Then Click on Insert icon.

2.20 Products/ Processes Development and Technology Transfer /Patents

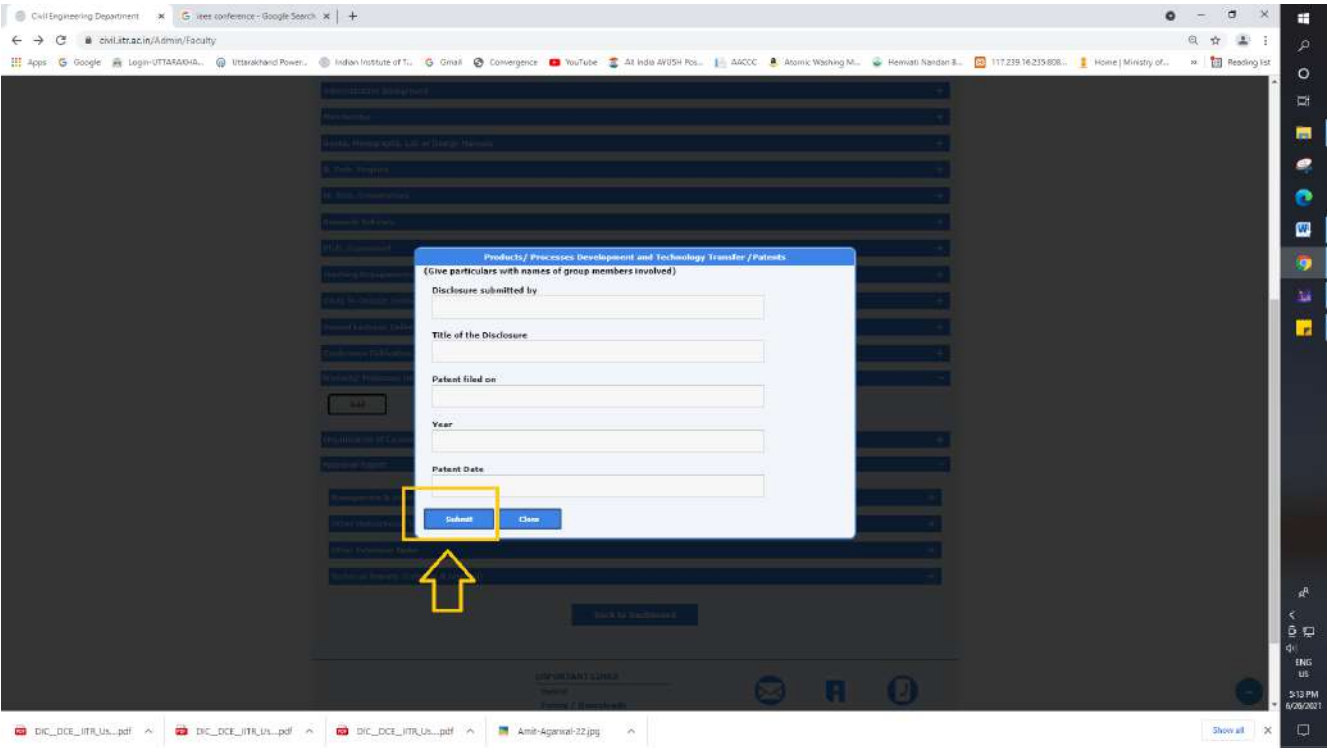
Step 1: Click on Products/ Processes Development and Technology Transfer /Patents.



Step 2: Click on "Add New" icon.

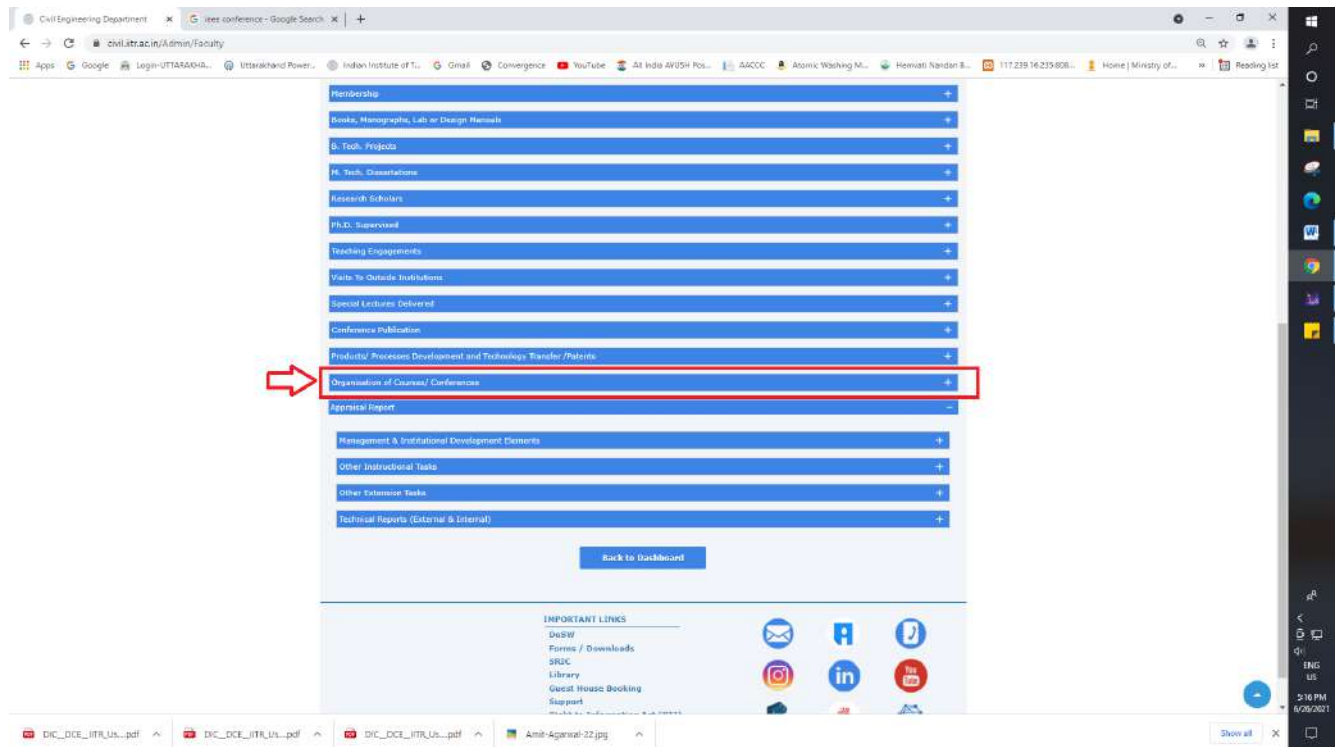


Step 3: Enter your "Products/ Processes Development and Technology Transfer /Patents" in these boxes & click on Submit icon. **Note: Patent date is mandatory.**

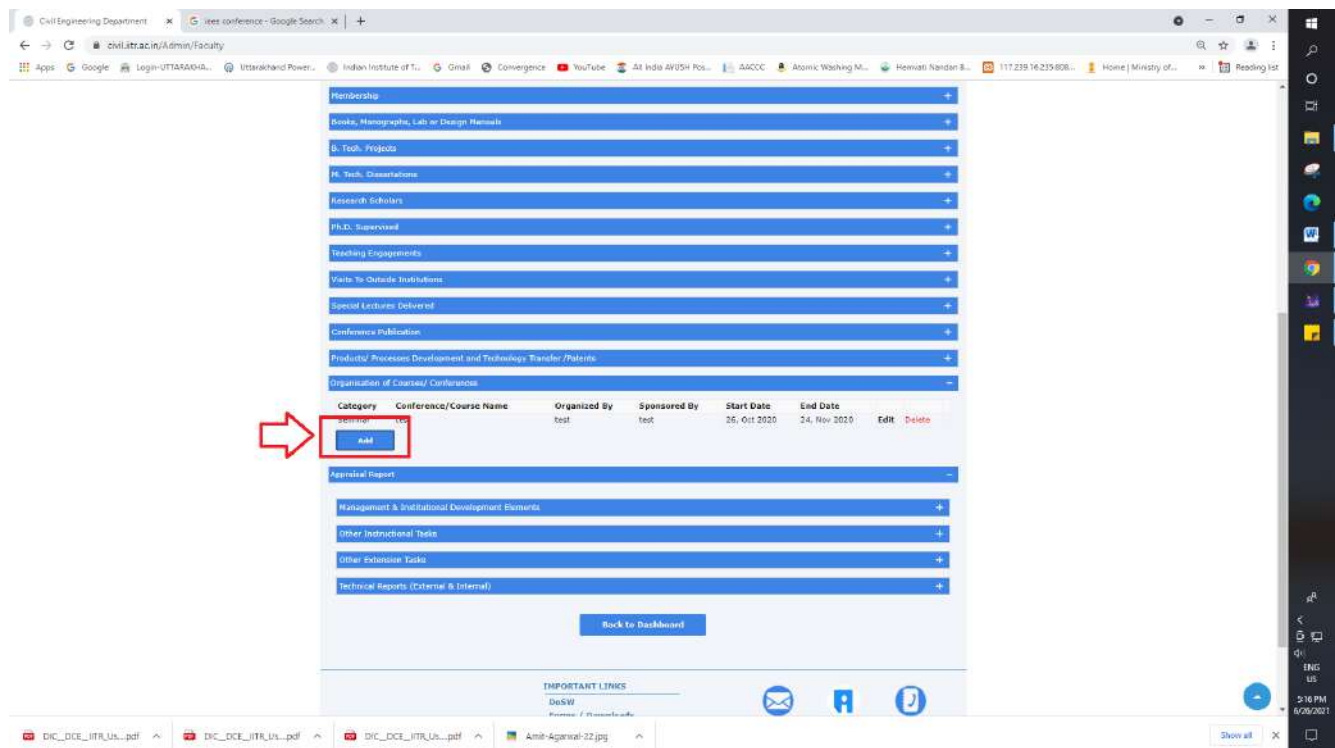


2.21 Organisation of Courses/ Conferences

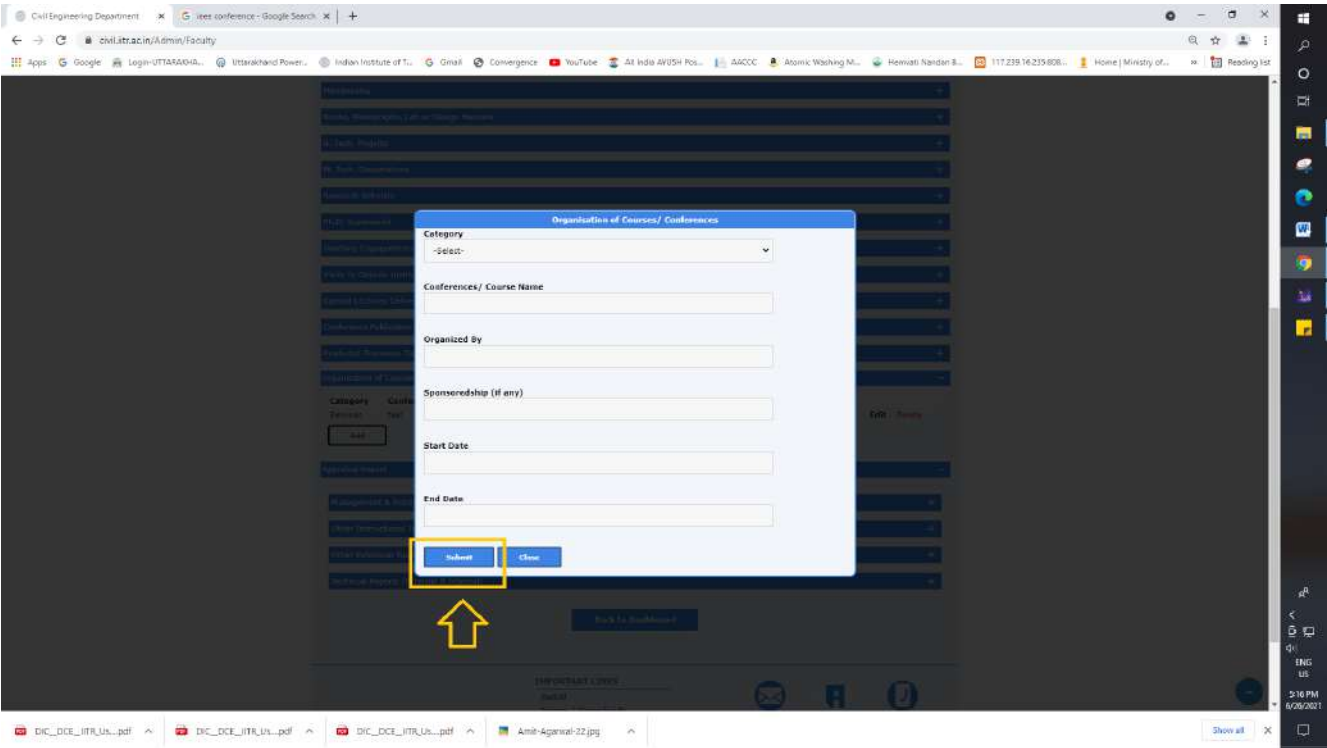
Step 1: Click on Organisation of Courses/ Conferences.



Step 2: Click on "Add New" icon.

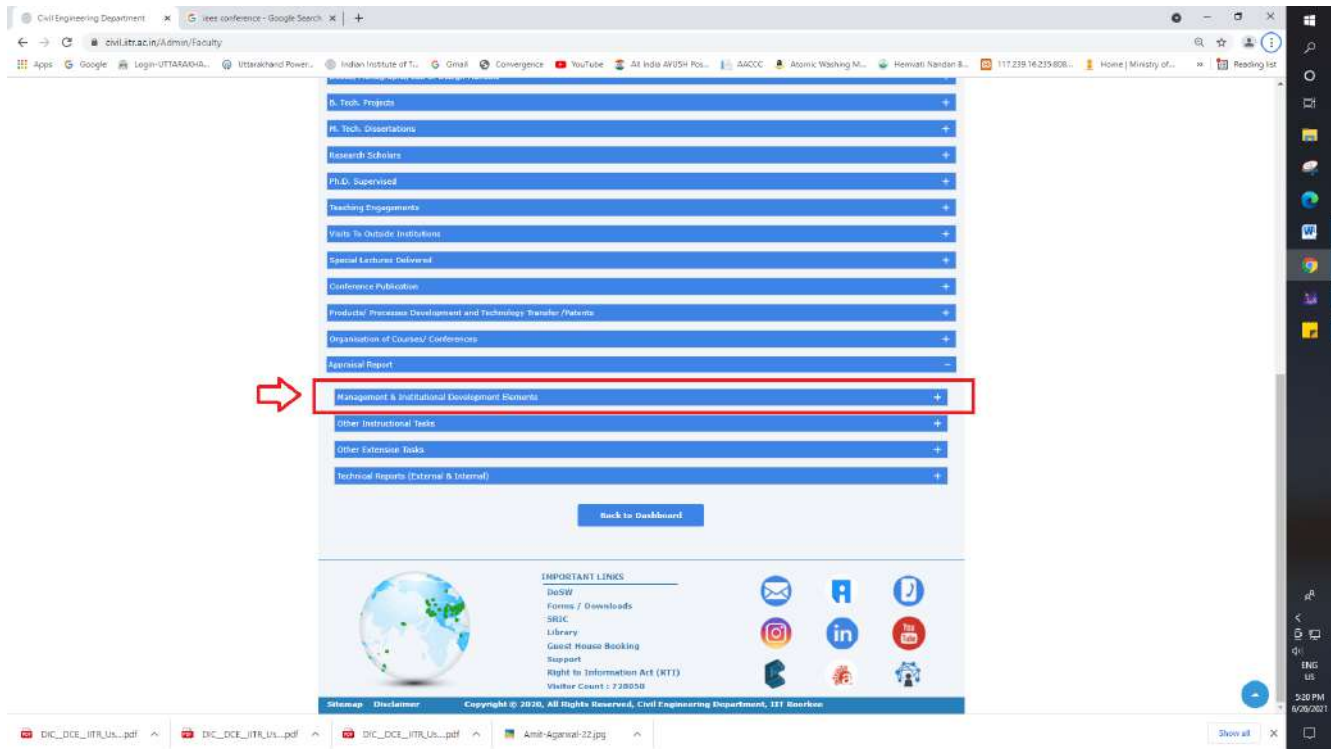


Step 3: Enter your "Organisation of Courses/ Conferences" in these boxes & click on Submit icon. **Note:** Updating date is mandatory.

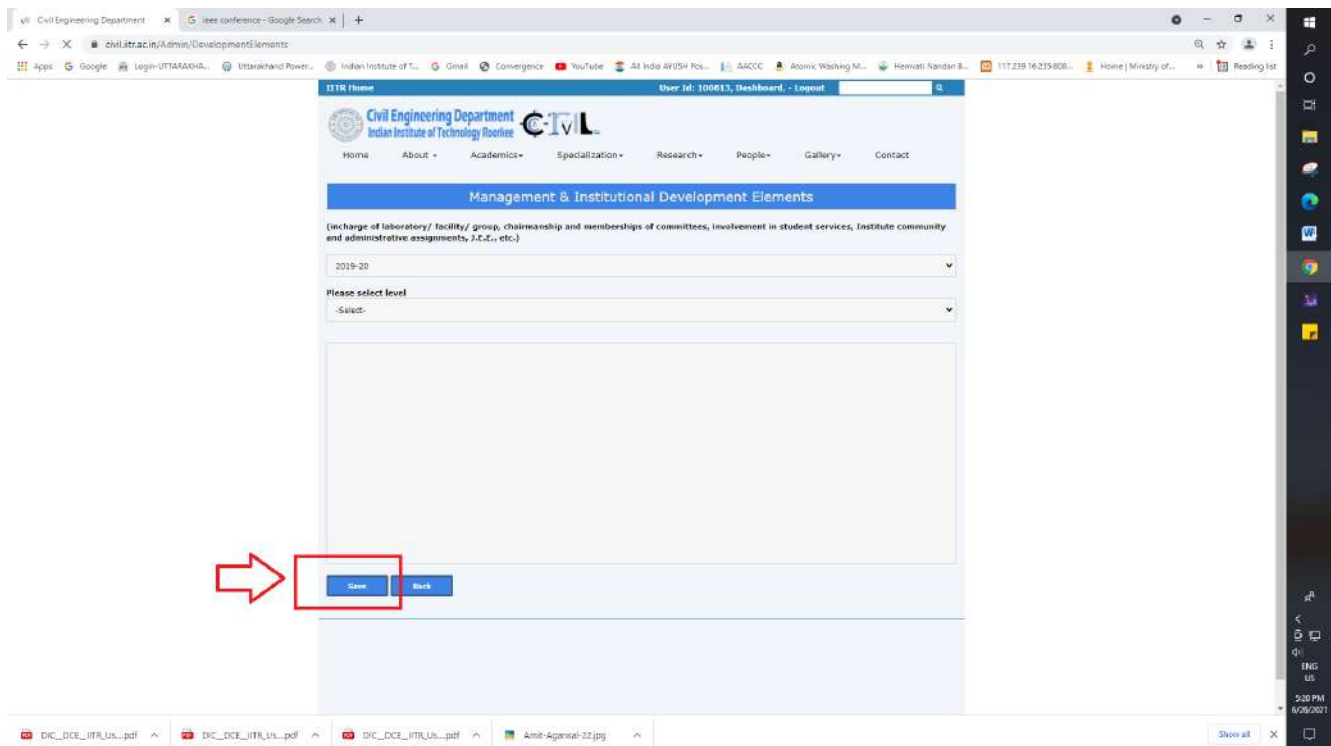


2.22 Management & Institutional Development Elements

Step 1: Click on Management & Institutional Development Elements.

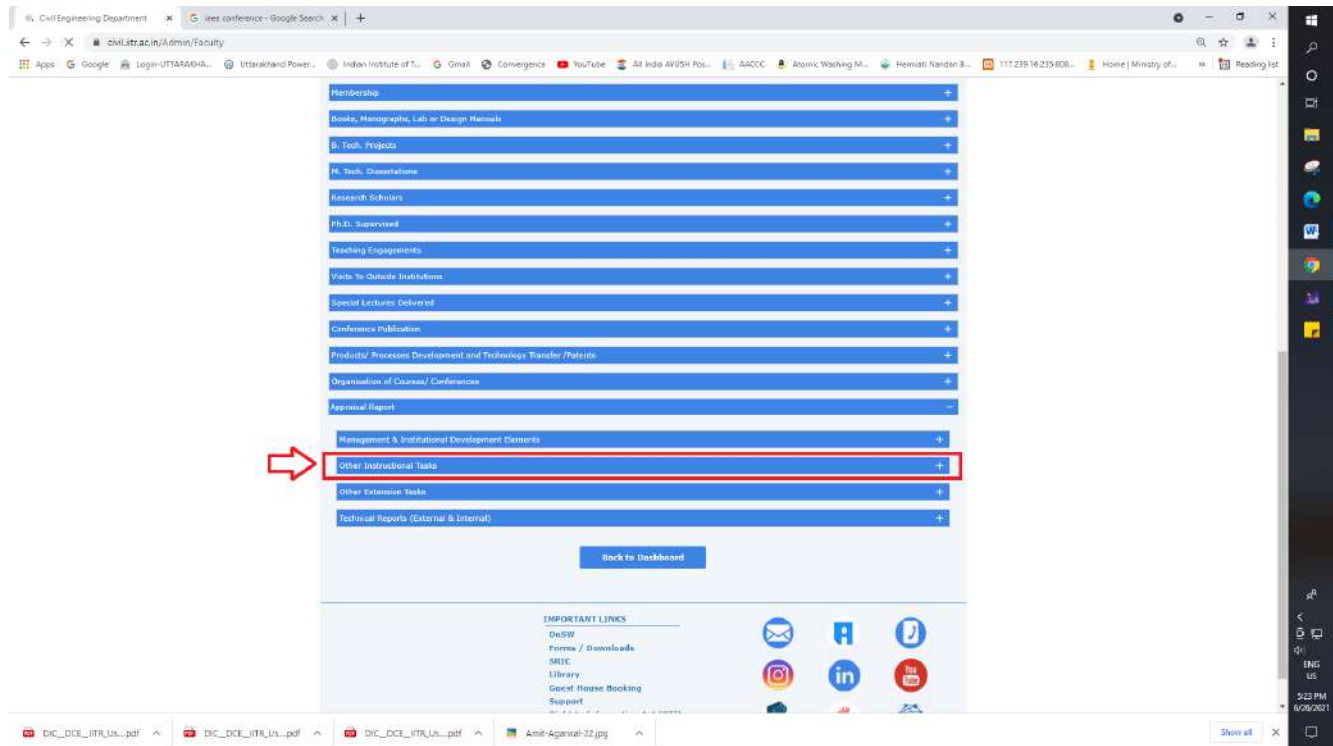


Step 2: Enter your "Management & Institutional Development Elements" in these boxes & click on Save icon.

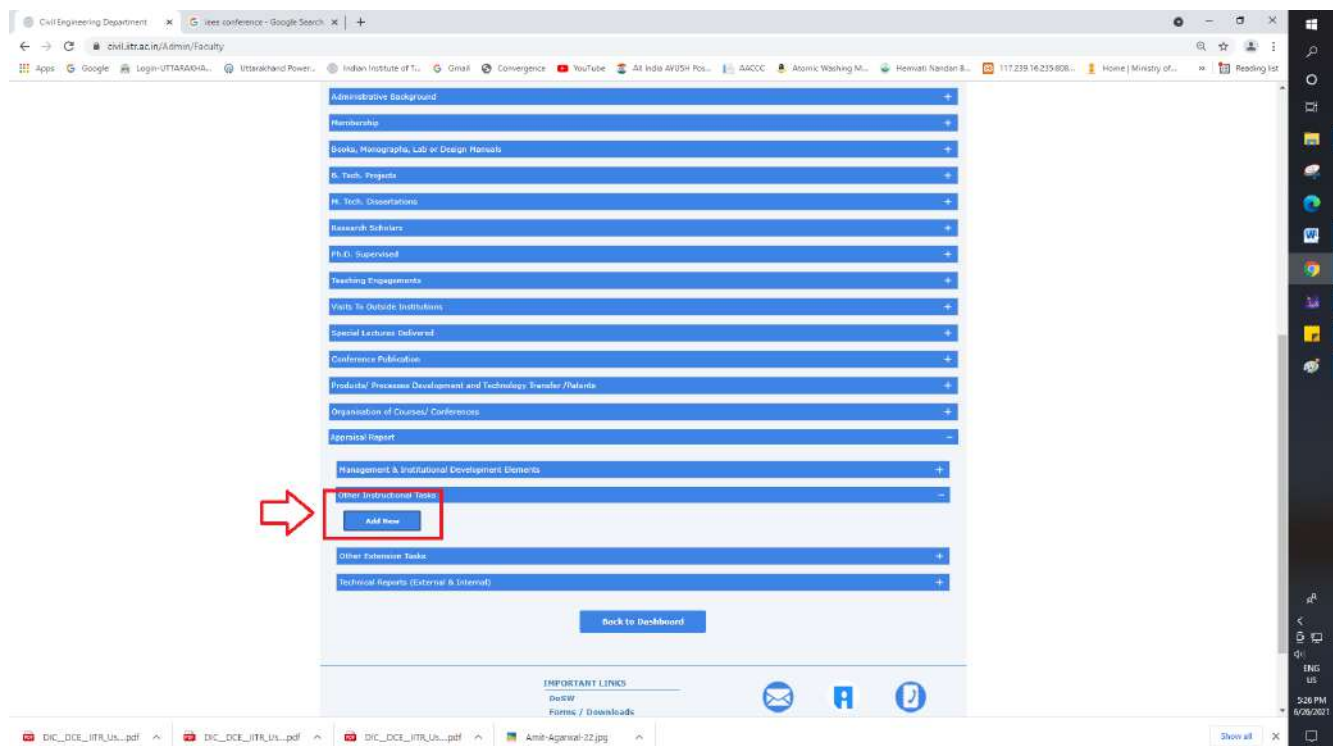


2.23 Other Instructional Tasks

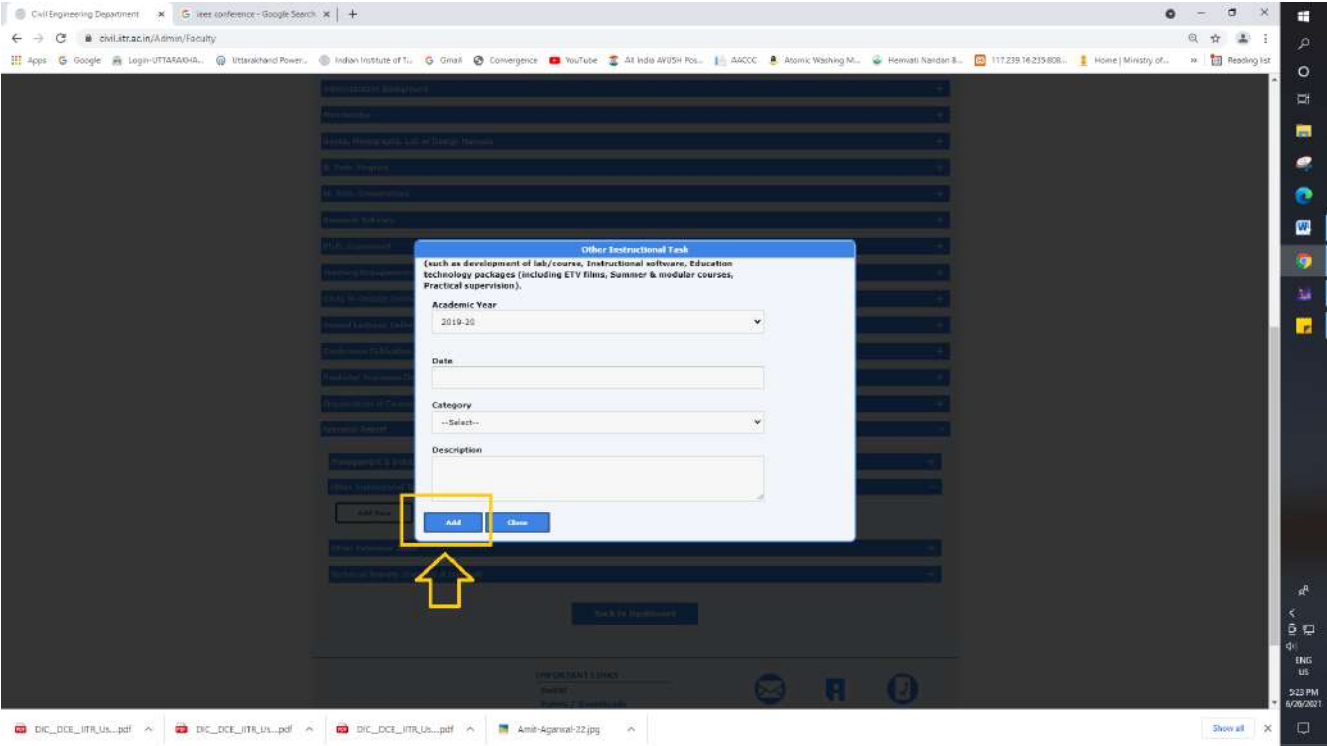
Step 1: Click on Other Instructional Tasks.



Step 2: Click on "Add New" icon.

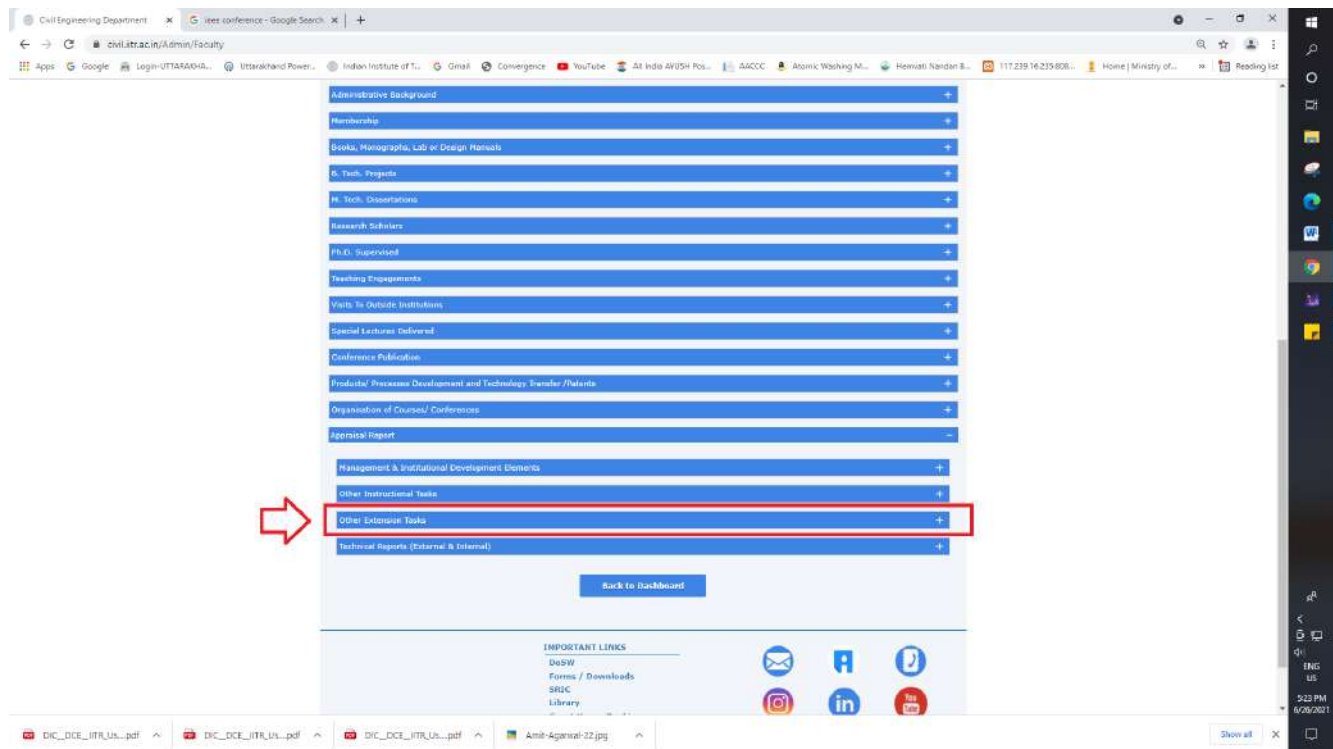


Step 3: Enter your "Other Instructional Tasks" in these boxes & click on Add icon.

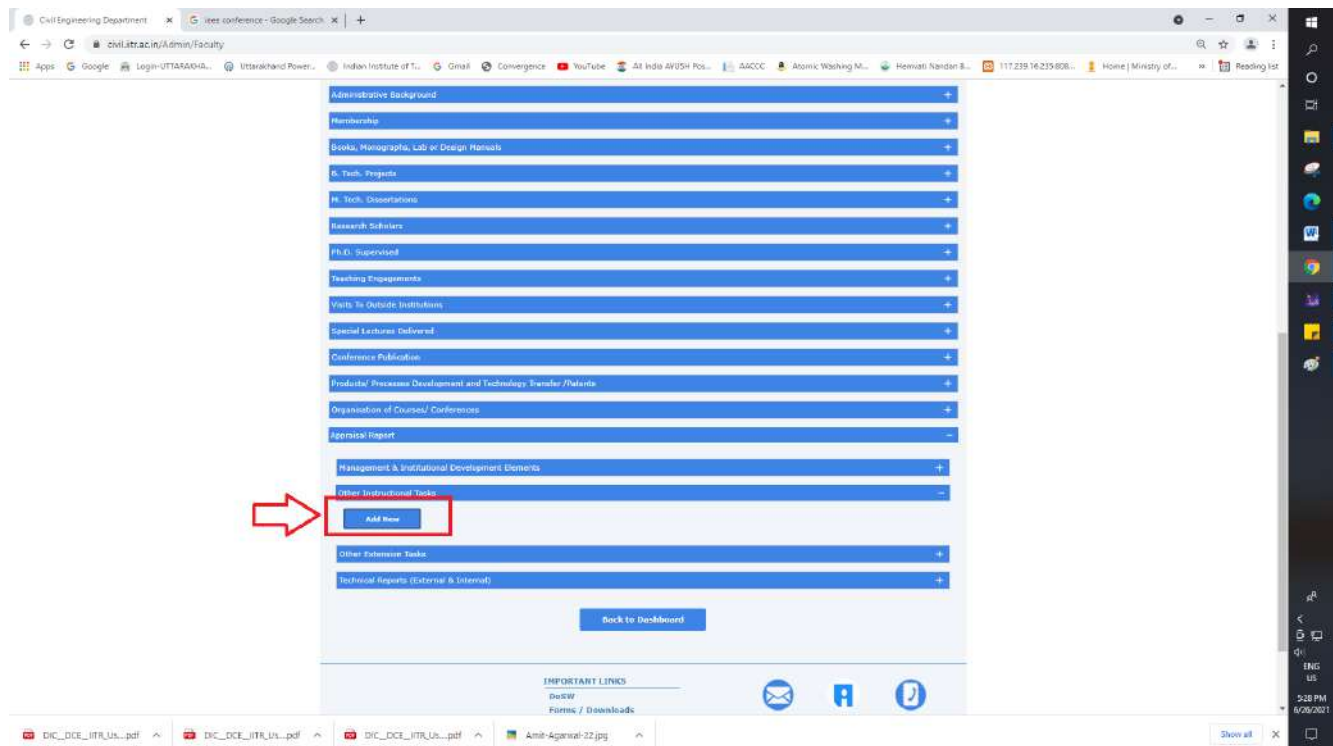


2.24 Other Extension Tasks

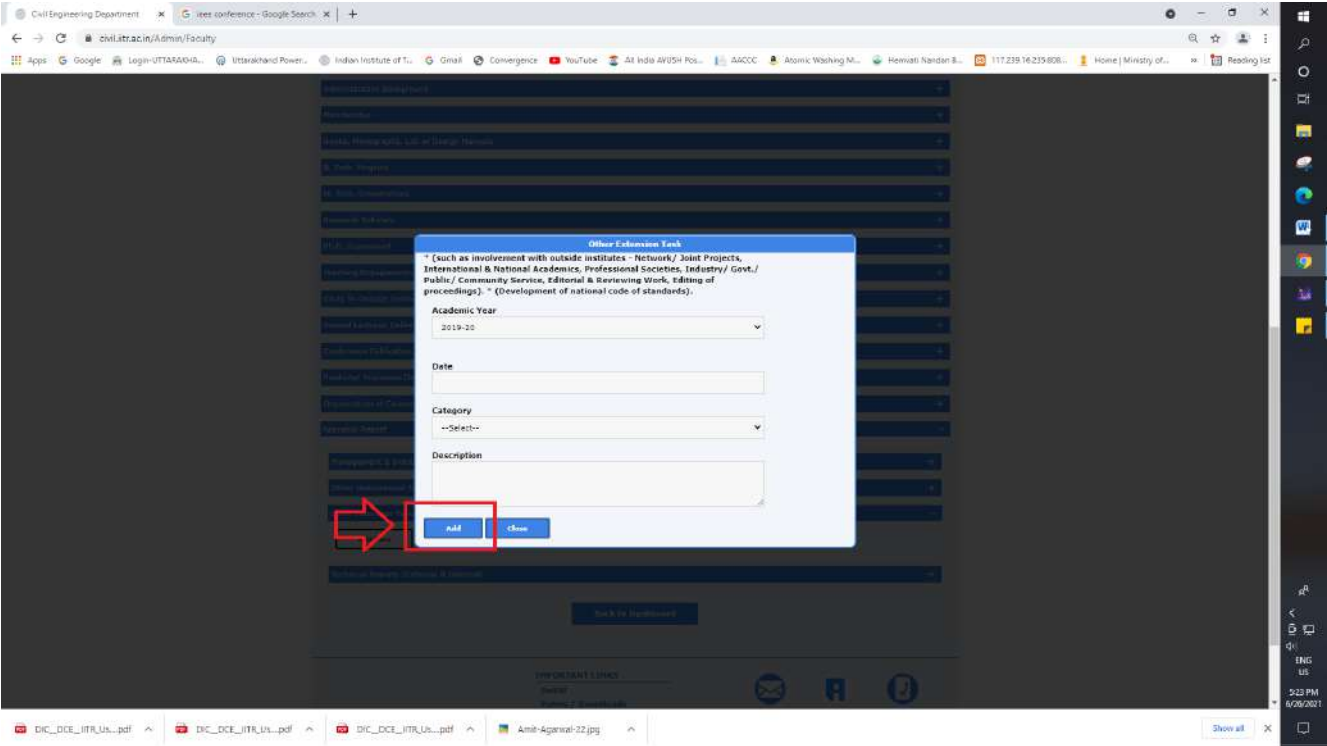
Step 1: Click on Other Extension Tasks.



Step 2: Click on "Add New" icon.

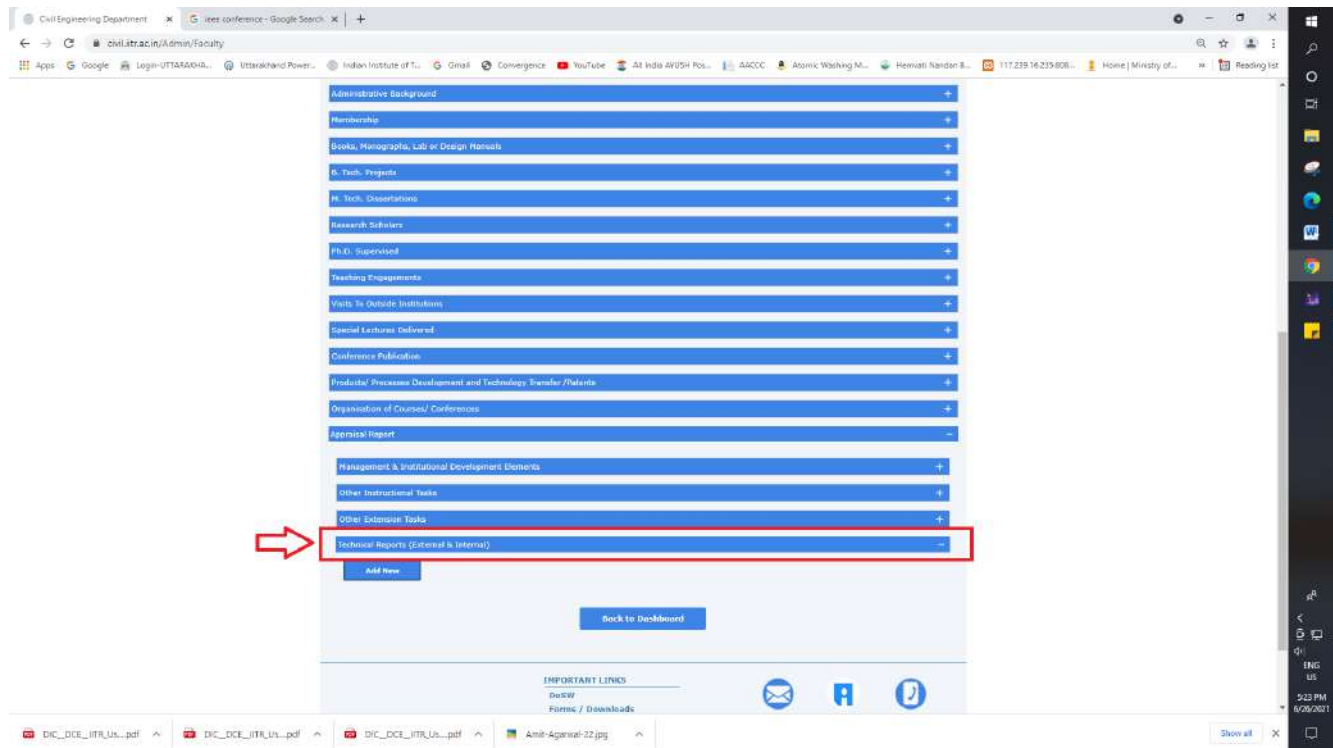


Step 3: Enter your "Other Extension Tasks" in these boxes & click on Add icon.

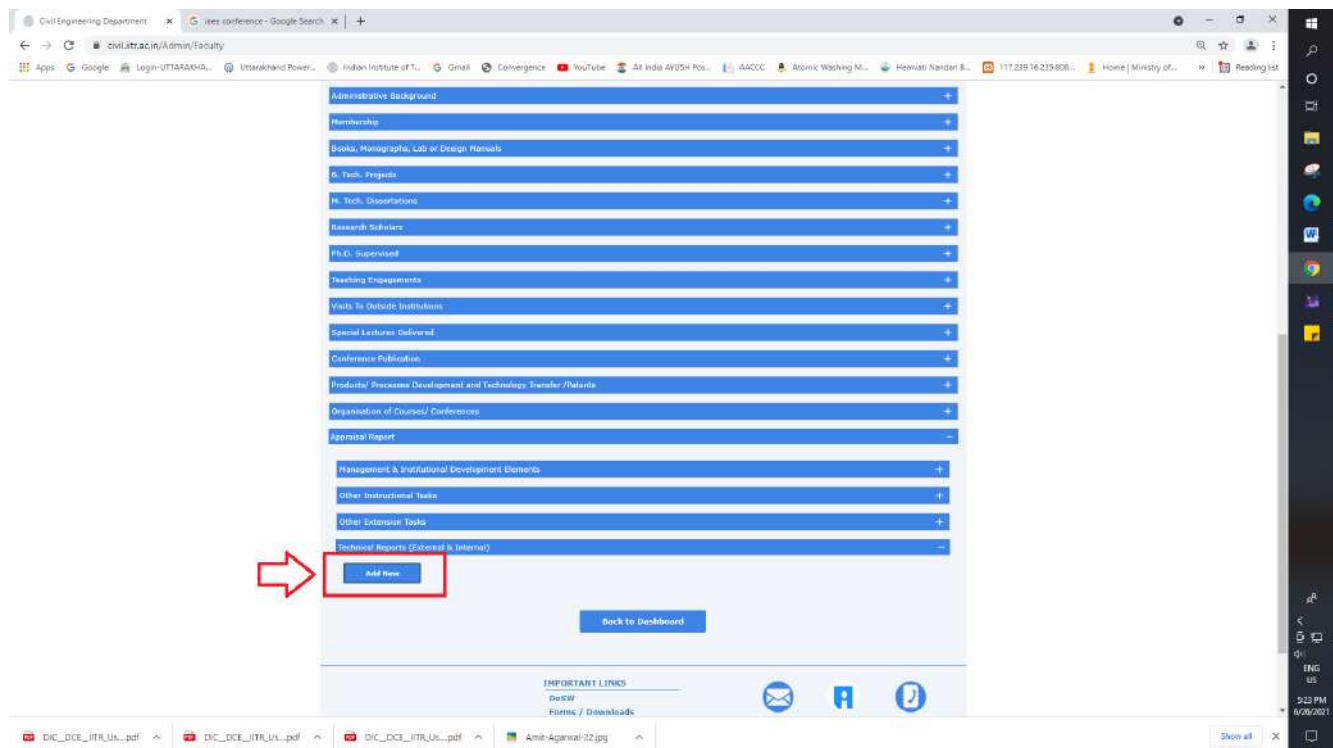


2.25 Technical Reports (External & Internal)

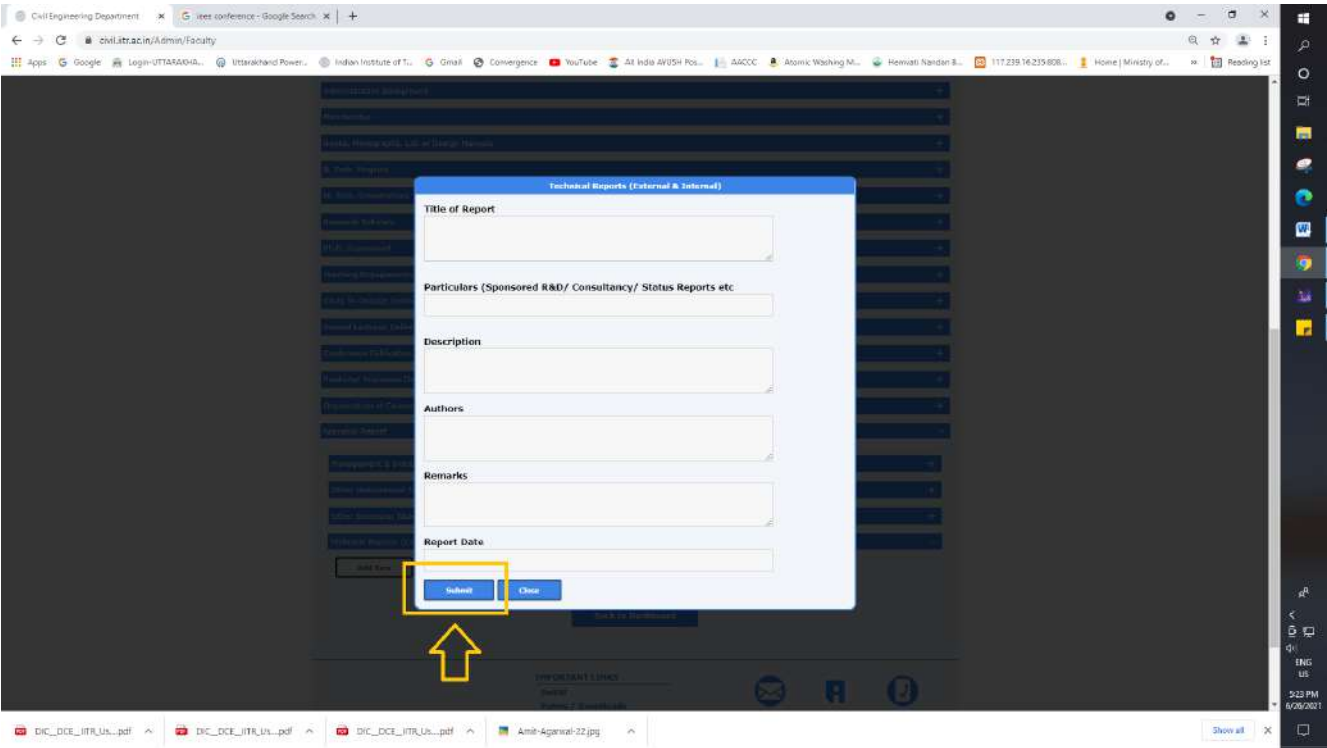
Step 1: Click on Technical Reports (External & Internal).



Step 2: Click on "Add New" icon.



Step 3: Enter your "Technical Reports (External & Internal)" in these boxes & click on Add icon.



2.26 Edit Uploaded Information

Note: You can Edit previous entries of any section by clicking on Edit button as shown in following 2 slides.

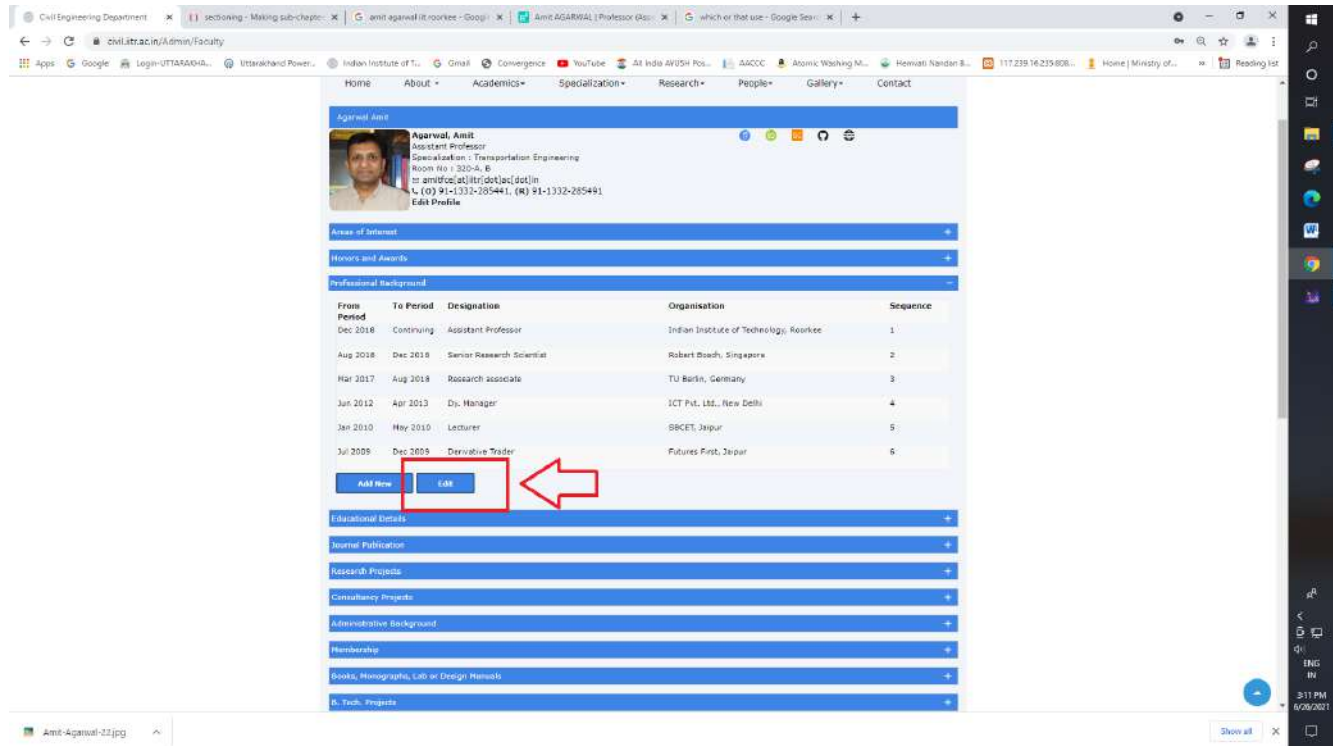


Figure 2.1: Click on Edit.

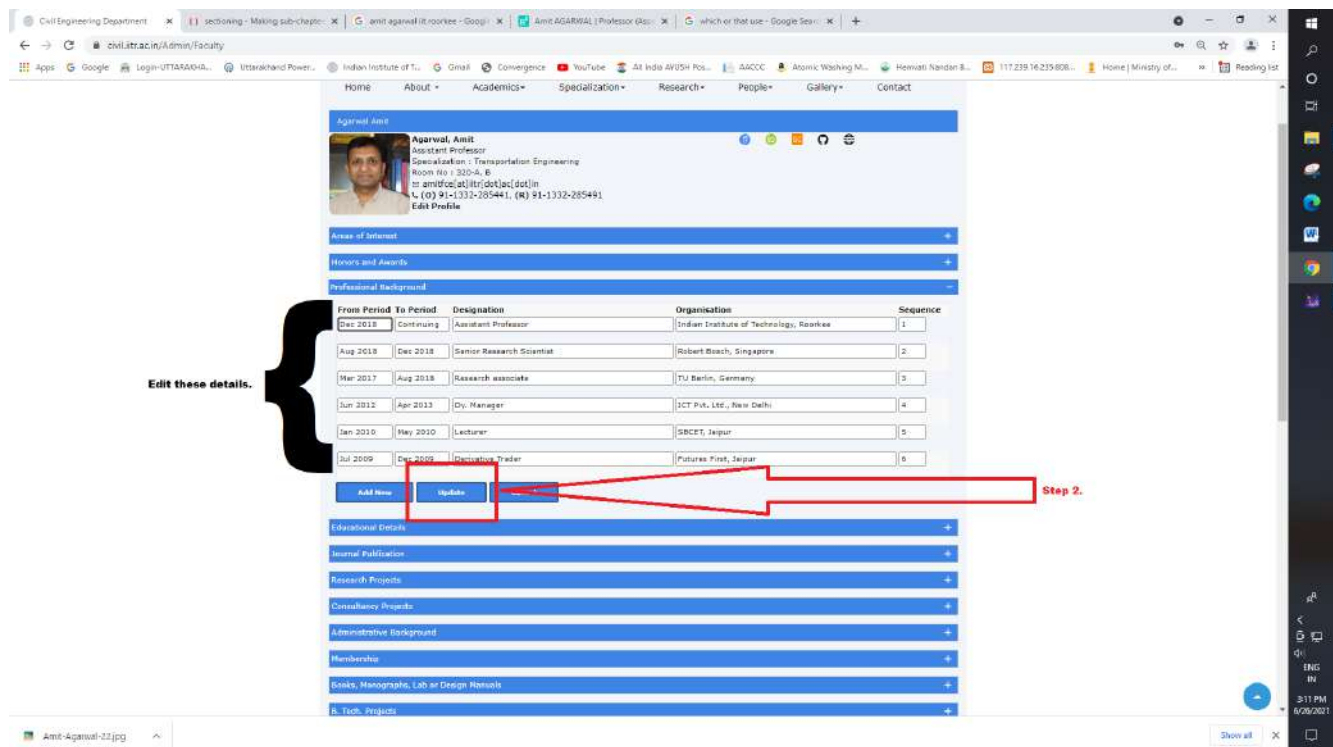
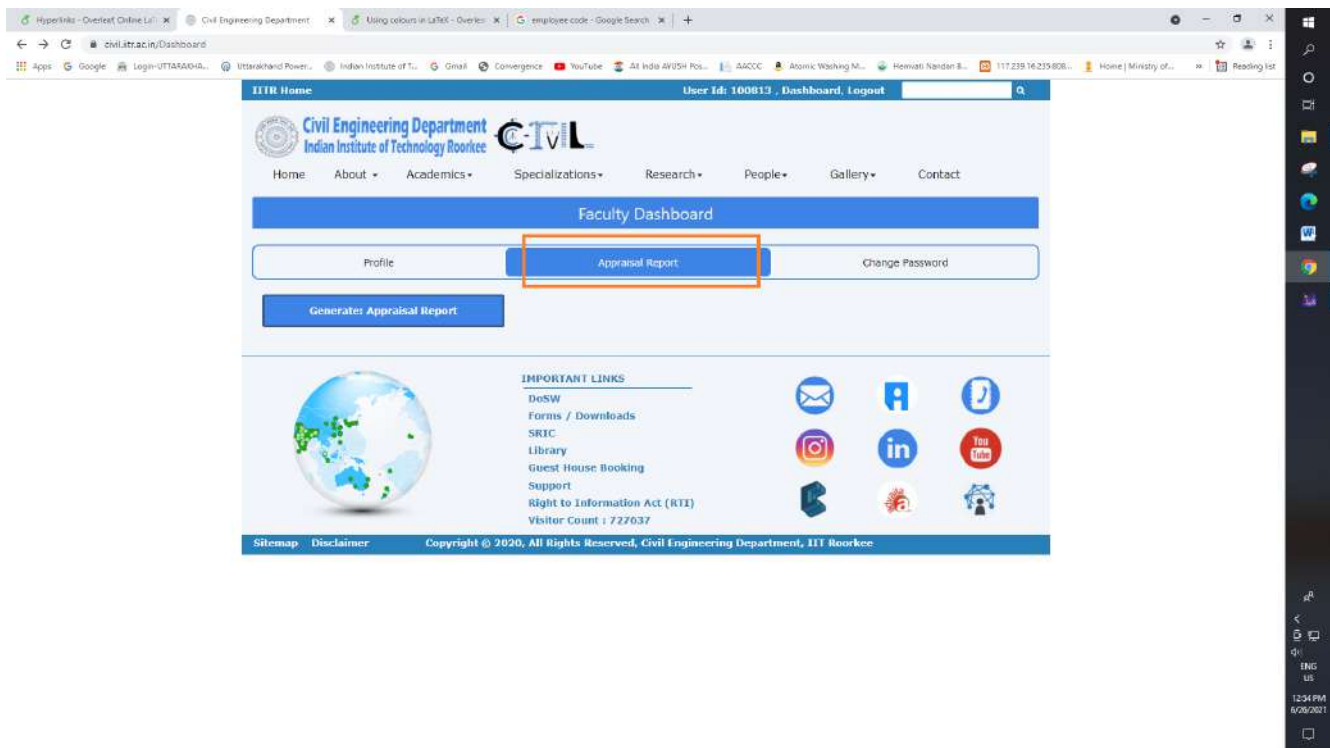


Figure 2.2: Click on Update after correcting your mistake.

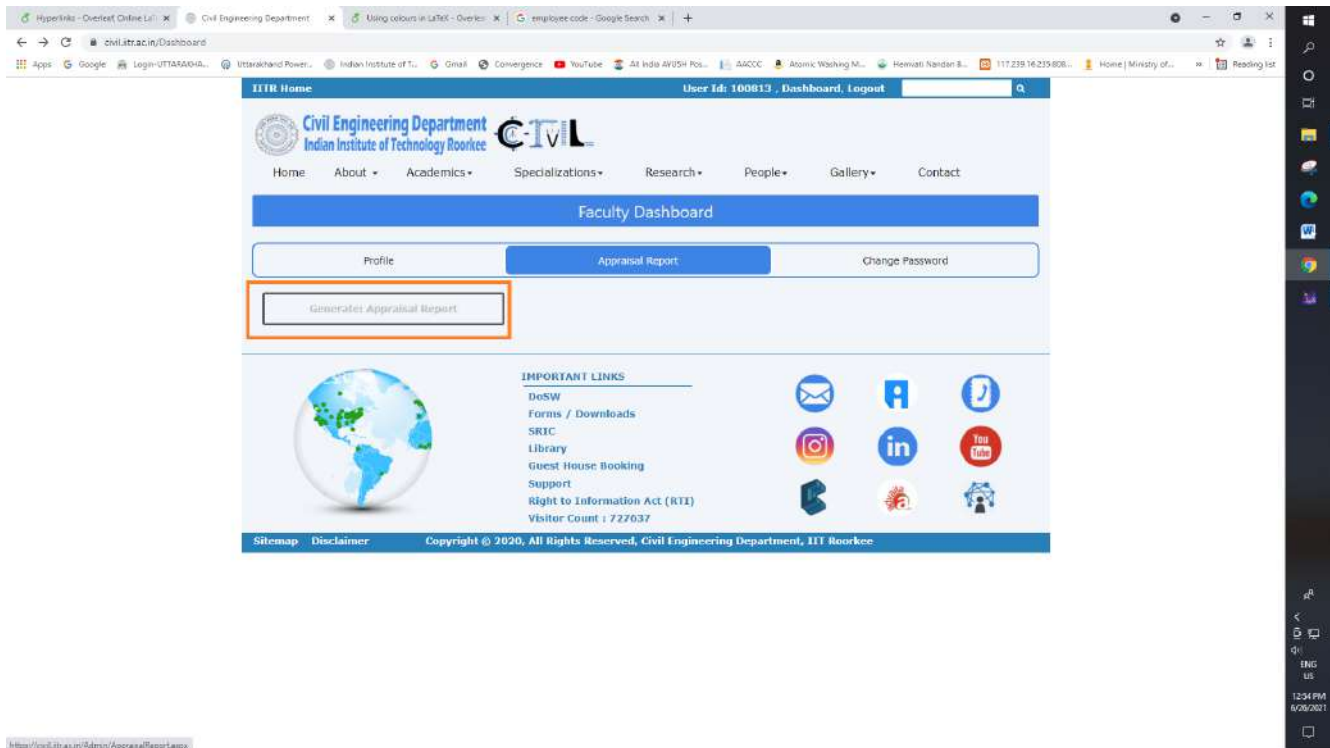
Chapter 3

Appraisal Report

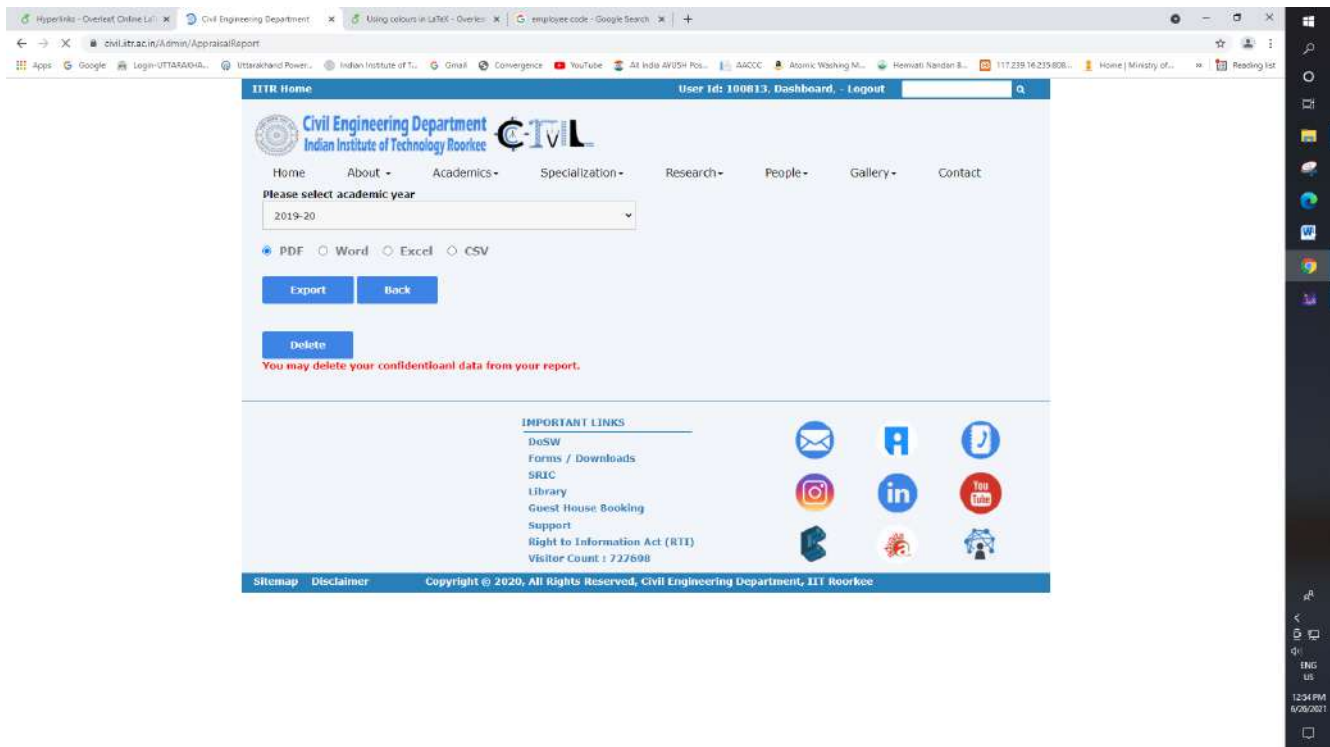
Step 1: Click on Appraisal Report.



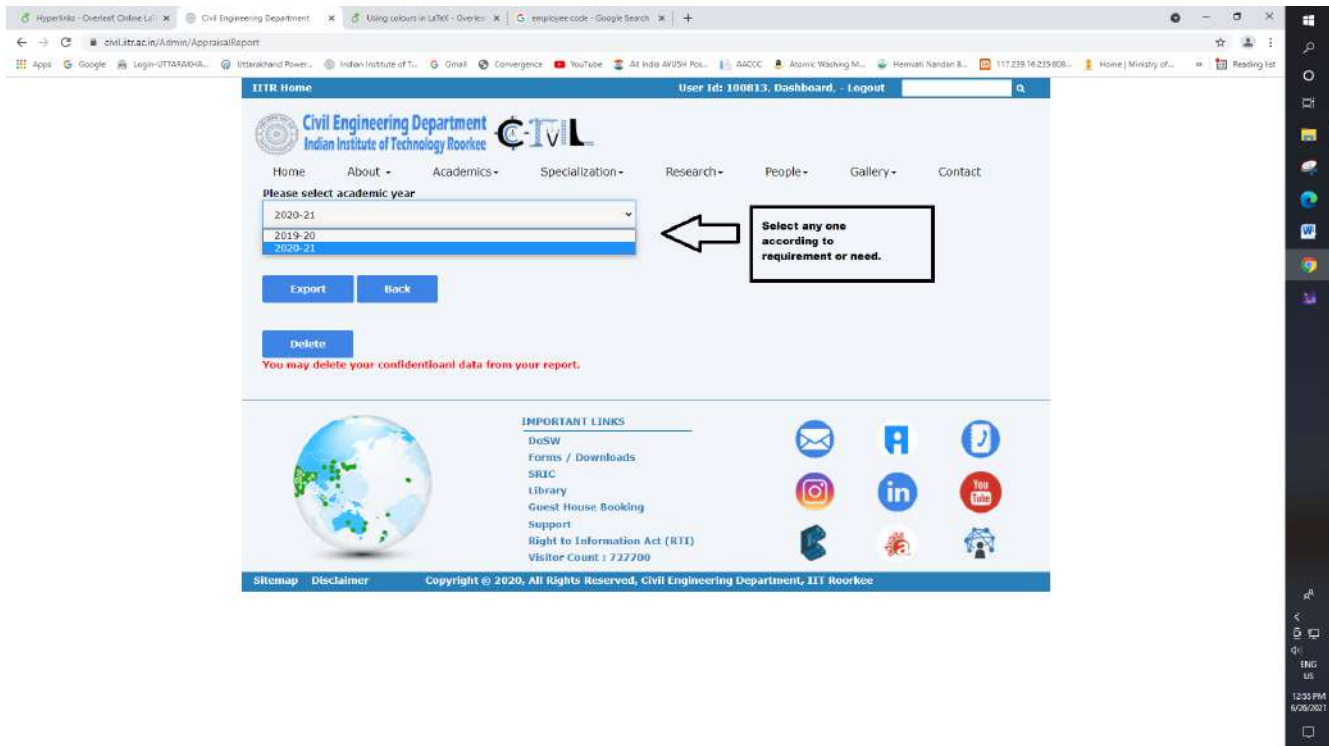
Step 2: Generate: Appraisal Report.



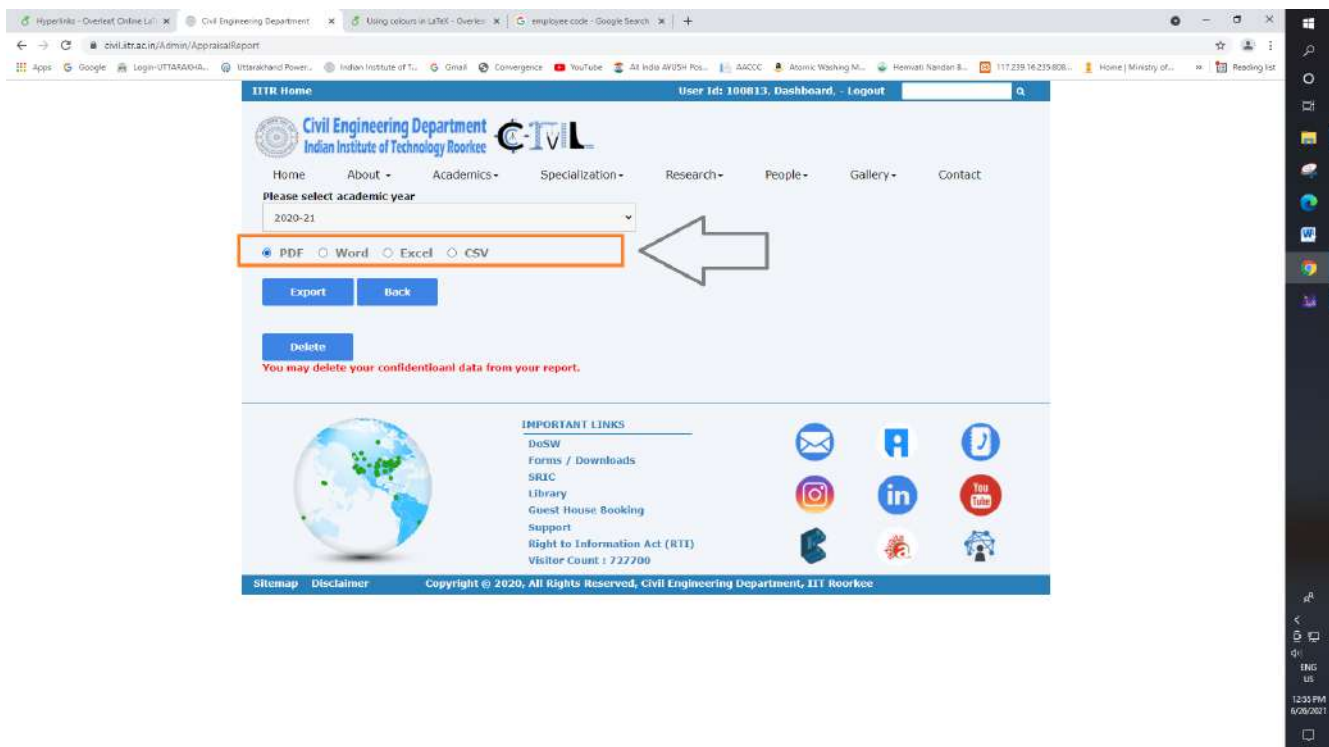
Step 3: Now, Select the given parameters in accordance with your requirements.



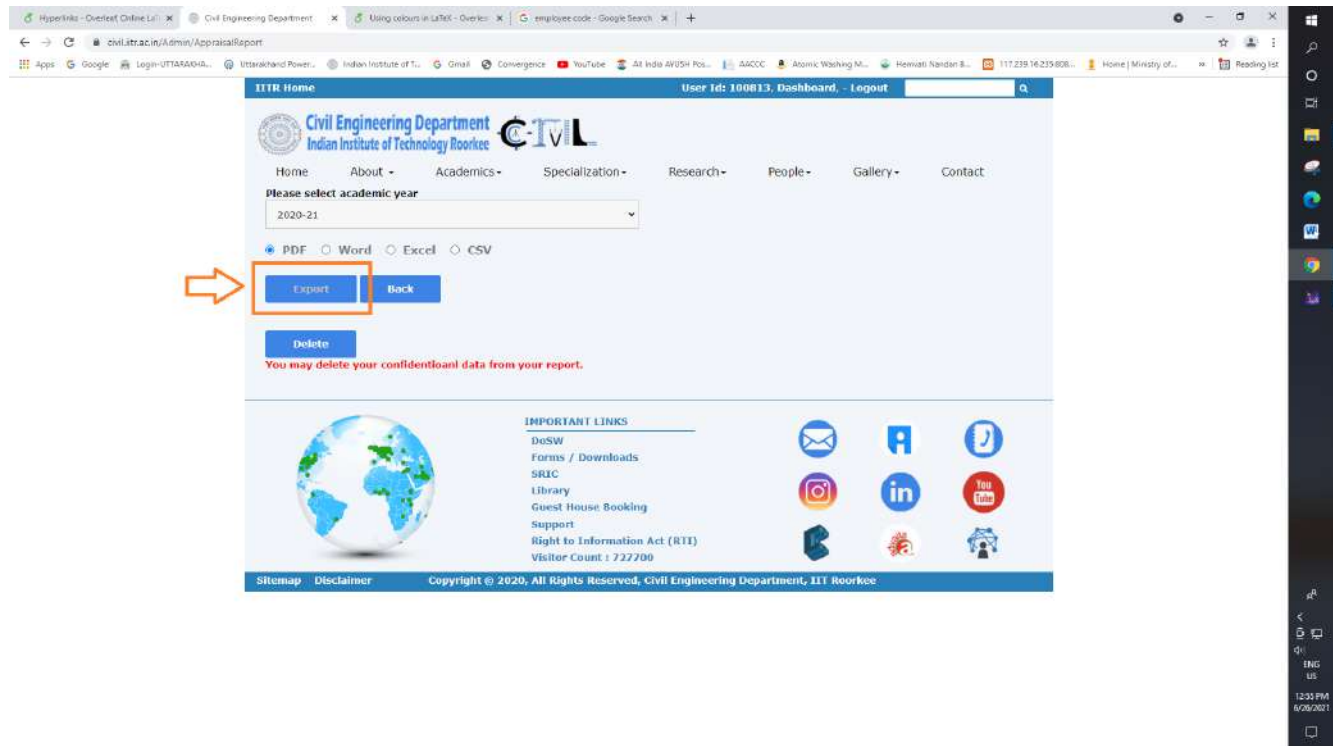
Step 4: Select your academic year carefully.



Step 5: Select your file format. The available formats are Pdf, Word, Excel, CSV. You can select Pdf format if you do not want to edit any detail in your appraisal report. If you want to edit, change, replace any data on your end, please select word, excel, CSV format.



Step 6: Click on export icon.



Note: You may delete confidential data from your report to protect your individual privacy.

Management & Institutional Development Elements

See §2.22

Other Instructional Tasks

See §2.23

Other Extension Tasks

See §2.24

Technical Reports (External & Internal)

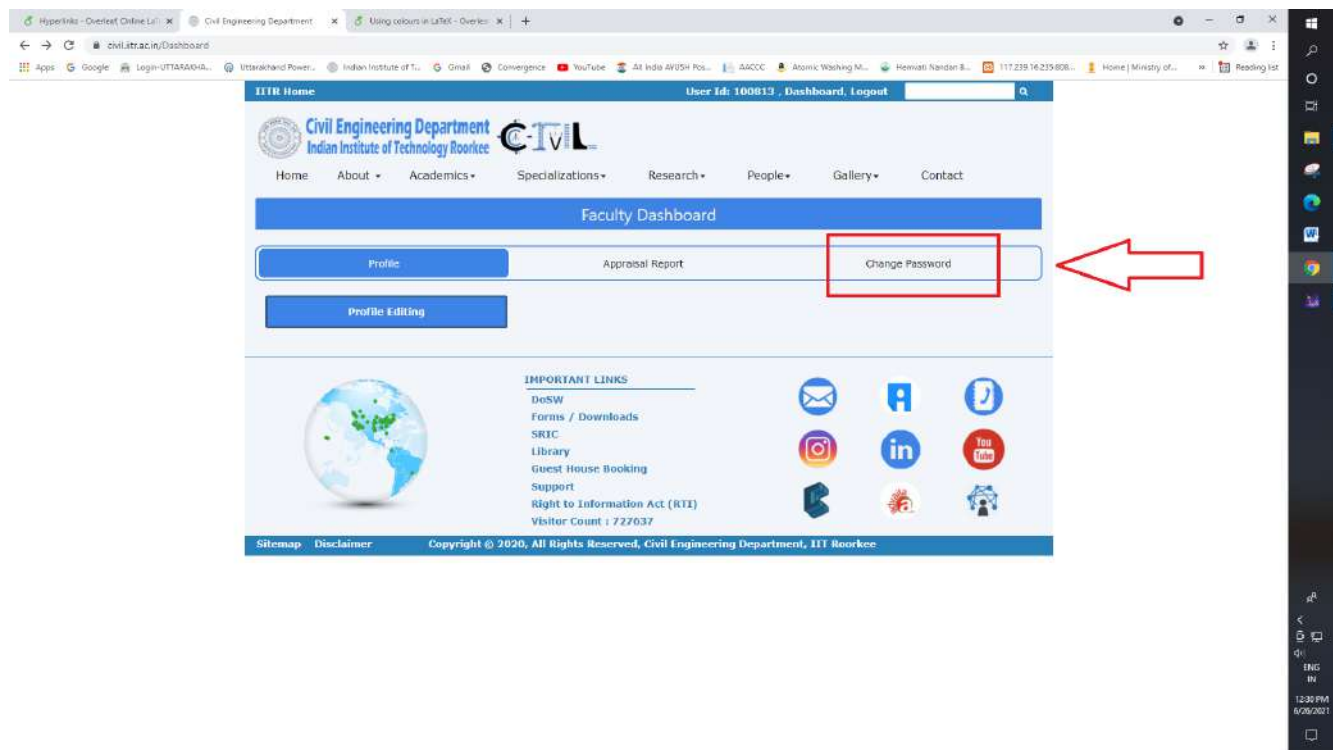
See §2.25

Chapter 4

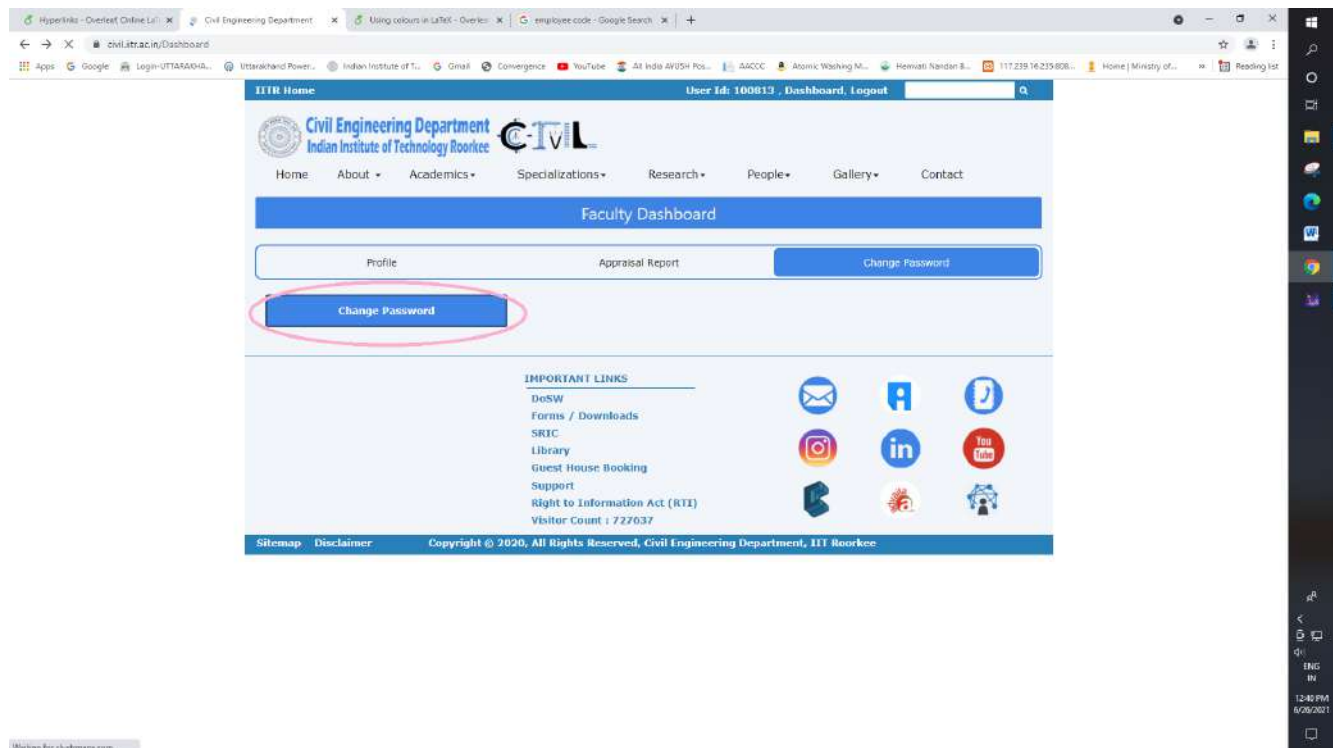
Change Password

You can change your default password to maintain your privacy.

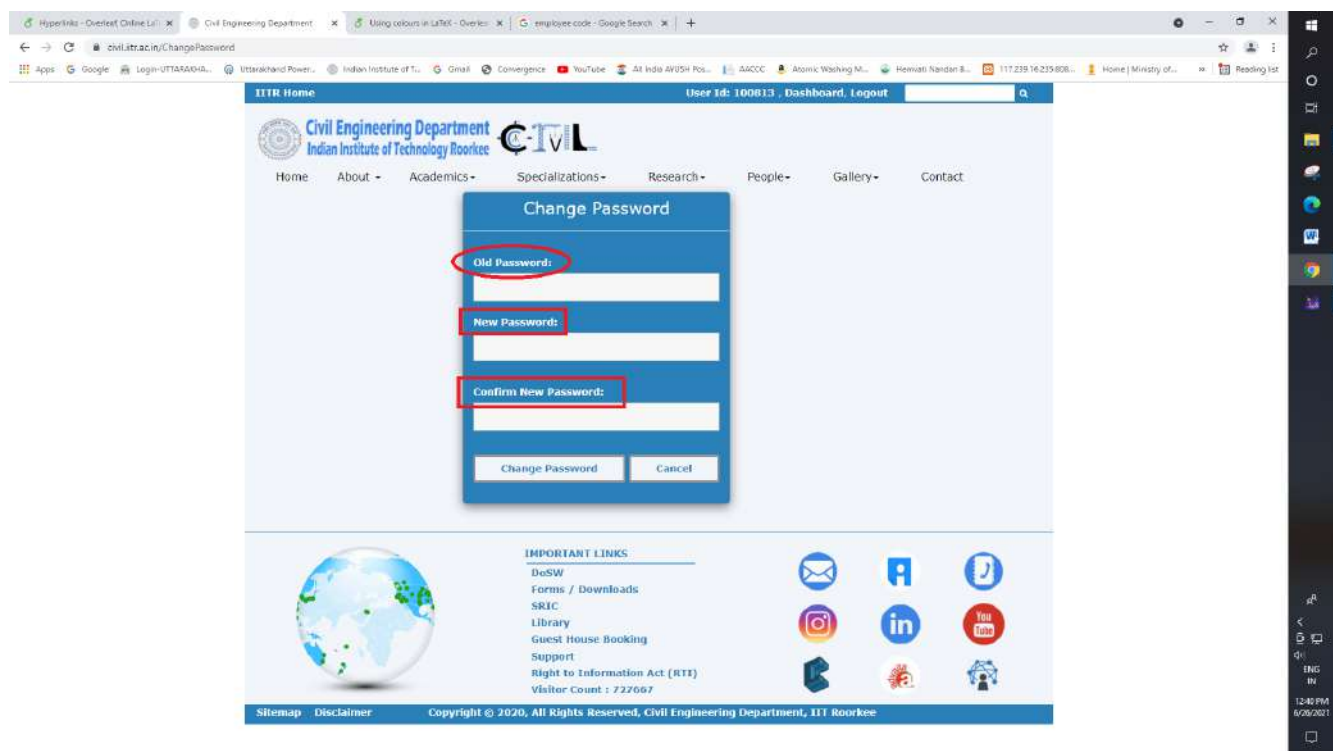
Step 1: Click on change password.



Step 2: Click on change password again as given in the following figure.



Step 3: Now enter your default password which is given to you by Department Information Center. Create a new password (Choose strong password to maintain your privacy & data protection) and confirm your new password.



Step 4: Now, click on Change Password icon as show below.

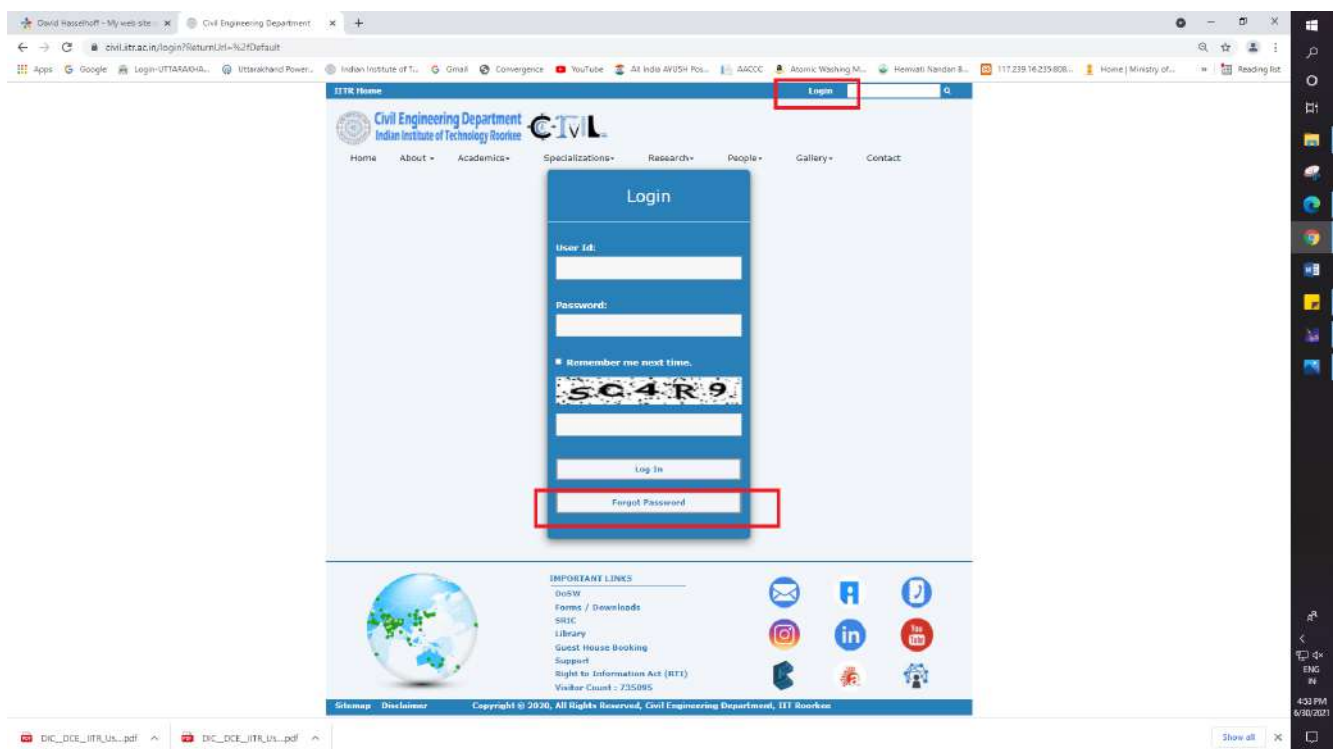
The screenshot displays a web browser window with multiple tabs open. The active tab is 'civil.iitr.ac.in/ChangePassword'. The website header includes the IITR logo, 'Civil Engineering Department Indian Institute of Technology Roorkee', and a navigation menu with links: Home, About, Academics, Specializations, Research, People, Gallery, and Contact. A user login bar at the top right shows 'User Id: 100813, Dashboard, Logout'. The main content area features a 'Change Password' form with three input fields: 'Old Password:', 'New Password:', and 'Confirm New Password:'. Each field contains masked text (dots). Below the fields are two buttons: 'Change Password' and 'Cancel'. The 'Change Password' button is highlighted with a red rectangular box. The footer section contains a globe icon, 'IMPORTANT LINKS' (DoSW, Forms / Downloads, SRIC, Library, Guest House Booking, Support, Right to Information Act (RTI), Visitor Count: 727667), social media icons (Email, Facebook, LinkedIn, Instagram, YouTube, etc.), and a copyright notice: 'Copyright © 2020, All Rights Reserved, Civil Engineering Department, IIT Roorkee'.

Now, You can login to your account.

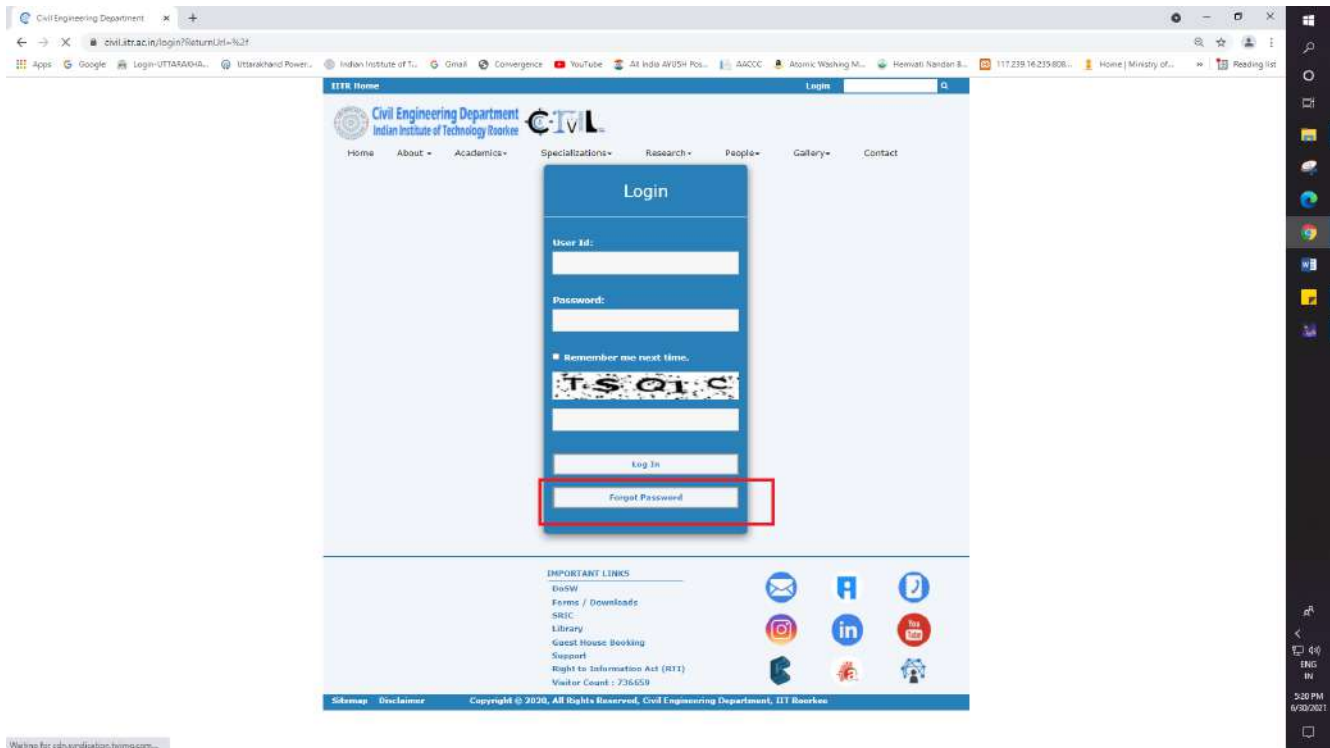
Chapter 5

Forgot Password

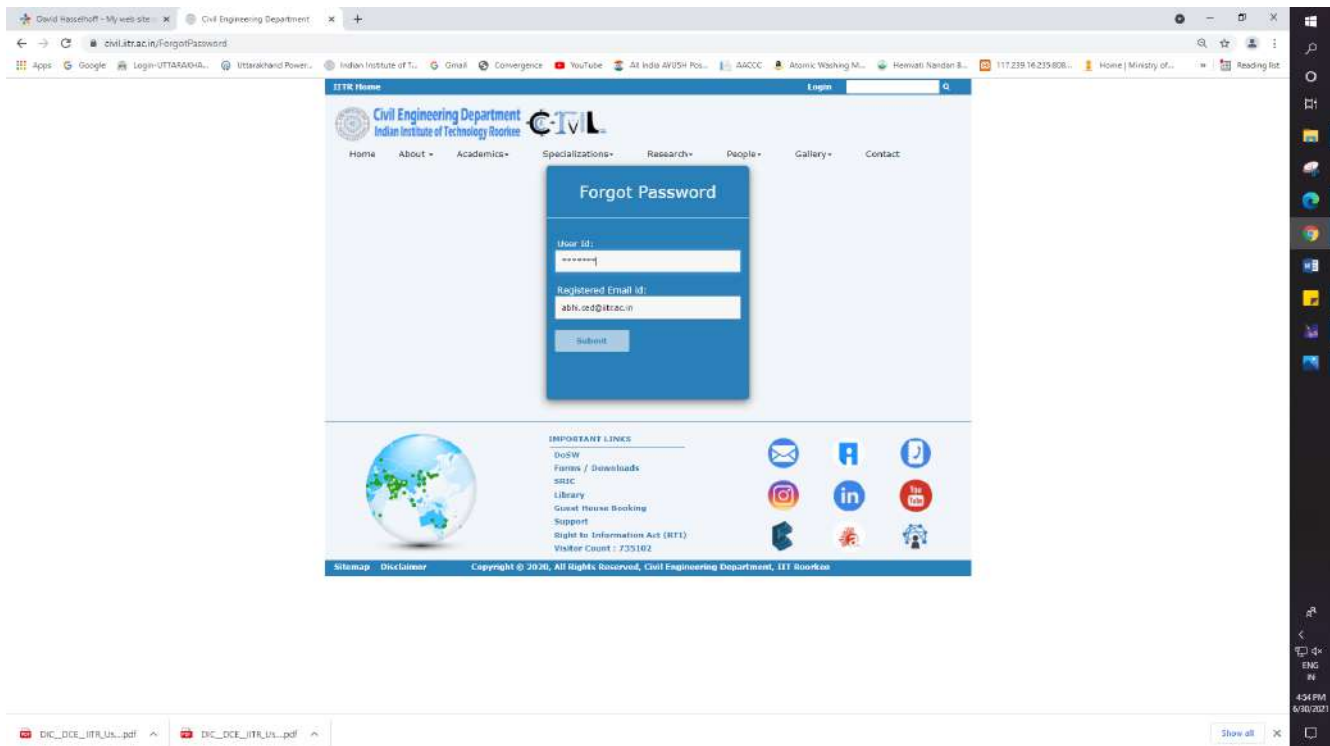
If you have forgotten your password, then follow the steps. Step 1: Go to Login page of <https://civil.iitr.ac.in/>. If you do not know how to go to that page, see §1



Step 2: Click on forgot password.



Step 3: Enter your username which is your Employee Code, and Webmail address of IITR.



Step 4: You will get a link to reset the password on your webmail. Click on link and set a password.

Contact

Thanks for your support in upgradation of the profile. For further queries, you may contact us on our email address or telephone number.



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