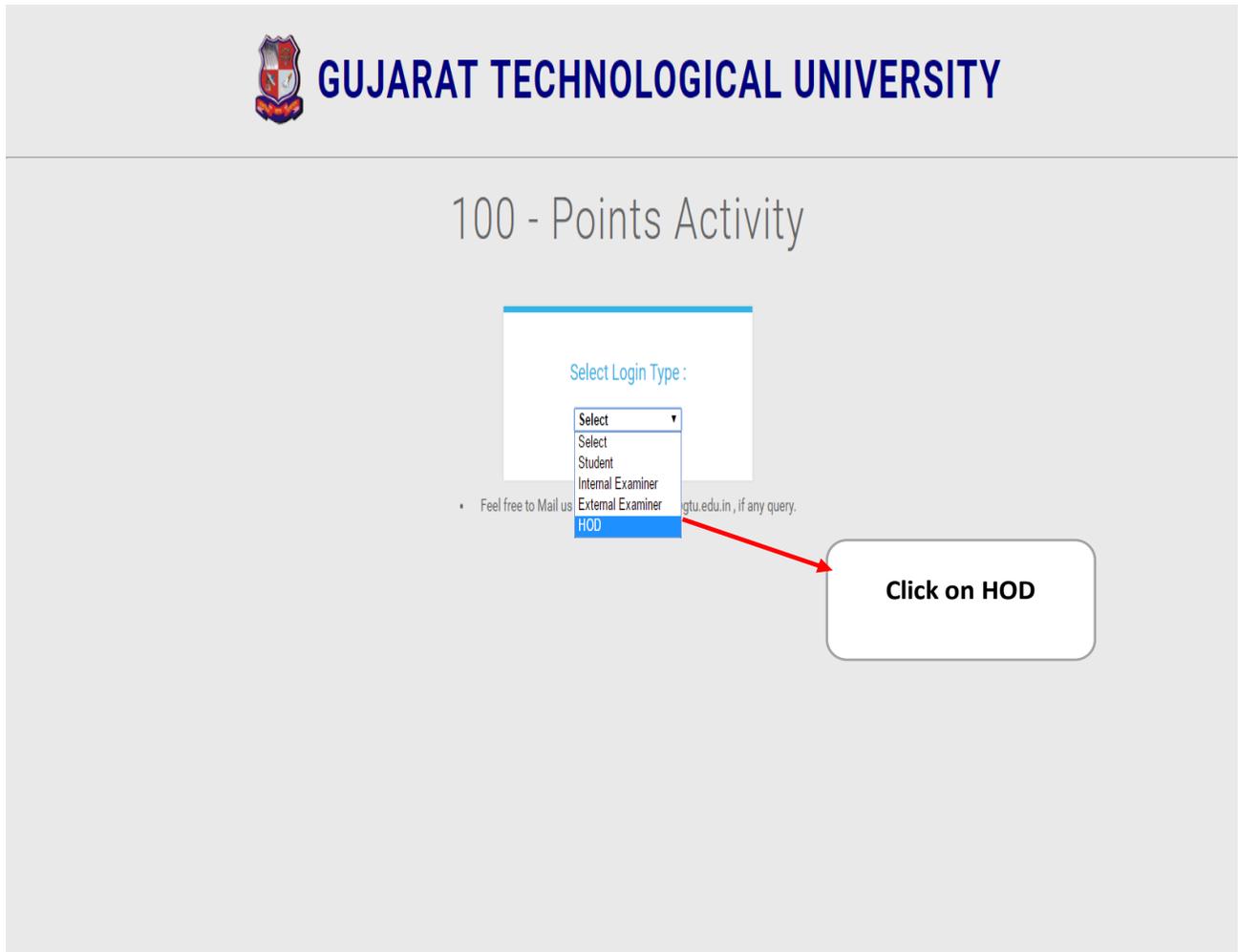


Head of Department Panel Manual

Step – 1: Go to this link: <http://100points.gtu.ac.in>.

Step – 2: Select HOD from Dropdown box.



The screenshot displays the login interface for the 100-Points Activity on the Gujarat Technological University website. At the top, the university's logo and name are visible. Below this, the page title '100 - Points Activity' is centered. A dropdown menu is open, showing the following options: 'Select', 'Student', 'Internal Examiner', 'External Examiner', and 'HOD'. A red arrow points from the 'HOD' option to a callout box that contains the text 'Click on HOD'. Below the dropdown menu, there is a small footer text: 'Feel free to Mail us [email address] @gtu.edu.in, if any query.'

Step – 3 : Type HOD- Email ID & password :



GUJARAT TECHNOLOGICAL UNIVERSITY

Head of Department Login

Login to your account

[Forgot Password ?](#)

Step – 4: After Login -> Dashboard page :

**100 Points**

Welcome, VISHWAKARMA
GOVERNMENT
ENGINEERING COLLEGE,
CHANDKHEDA

MENU

- Home
- Dashboard
- Student
- Internal Allocation
- External Allocation

 BE_017_06_head@gtu.edu.in

141
Total Students

CIVIL ENGINEERING - 06
Head of Department

Sr.No	Faculty Name	Allocated	Pending	Approved
1	CONTRACTOR BHAGYESH CHANDRAKANTBHAI	50	50	0
2	SHAIKH ASIM ISMAILBHAI	50	50	0
3	PRABHAKAR ASWIN M	25	23	2

- Read this Instruction : 

Step – 5: Go to Student-List menu =>Student List:

The screenshot shows the '100 Points' interface for Vishwakarma Government Engineering College, Chandkheda. The left sidebar contains a 'MENU' with options: Home, Student, Registration, Student List (highlighted), Pending List, Internal Allocation, and External Allocation. The main content area displays 'Student List: 141' with search filters for 'Enrollment no' and 'Email'. Below the filters is a table with 13 rows of student data.

Sr.No	Enrollment No	Name	Email
1	150170106001	SHAH AKASH RAJESHBHAI	akashshah18101997@gmail.com
2	150170106002	BALAT DHRUV ASHOKBHAI	dhrubalat5343@gmail.com
3	150170106004	BHADKA PRABHAT DOLATBHAI	prabhatbhadka@gmail.com
4	150170106005	BHAVSAR NAMAN NIKHIL	namanbhavsar12@gmail.com
5	150170106006	BHAVSAR SAUMIL ANILKUMAR	
6	150170106007	CHAUDHARI JAIMIKKUMAR PARAVESHBHAI	jaimik15398@gmail.com
7	150170106008	CHAUDHARI PRADIPKUMAR MANILAL	pradip.chaudhari998@gmail.com
8	150170106009	CHAUHAN NITIN KETANBHAI	
9	150170106011	DOSHI LABDHI MANISHKUMAR	
10	150170106012	GADHE HARDIK MANUBHAI	gadhehardik@gmail.com
11	150170106014	JADAV KETANKUMAR MAKANBHAI	kmjadav3506@gmail.com
12	150170106015	JAIN SIDDHANT	sidjain1497@gmail.com
13	150170106016	JANI KETAV MUKESHBHAI	Ketavjani98@gmail.com

The screenshot shows the '100 Points' interface with the 'Pending List' menu item highlighted in the sidebar. The main content area displays 'Pending Student List: 3' and a red instruction: 'Please register this student(s) and inform them to fill up Activity.' Below this is a table with 3 rows of pending student data.

Sr.No	Enrollment No	Name
1	150170106003	BARIA KRUNAL RAMESHCHANDRA
2	150170106010	DAMOR DHAVALKUMAR ARJUNBHAI
3	160170106037	PATEL PRATIKSHABEN KESHAVBHAI

Step – 6: Go to Guide Menu & click on Internal Faculty link:

- In Internal Faculty allocation process for all Modules:
- Institute can allocate faculty as per own choice on number of students.

100 Points

Welcome, VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Internal College Faculty Allocation Process :

Instcode : 017 | VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Branch Name: CIVIL ENGINEERING | Branch Code : 06

Unallocated Student :	125
Faculty ID :	Select ▼ if you don't know Faculty ID check
Faculty Name :	
Email-ID :	
Mobile No :	
How many student do you want to allocate to this faculty ? :	

SAVE

Branch name & Branch code

Next : Select Faculty ID :

Welcome, VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Internal College Faculty Allocation Process :

Instcode : 017 | VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Branch Name: CIVIL ENGINEERING | Branch Code : 06

Unallocated Student :	125
------------------------------	------------

Faculty ID : if you don't know Faculty ID check here

Faculty Name :

Email-ID :

Mobile No :

How many student do you want to allocate to this faculty ? :

SAVE

If you don't know faculty id click here

Select Faculty ID

Next : Verify Faculty Email-id, Name and Mobile number :

Note: User-ID and Password will sent on register email-id.

Next : Enter how many student do you want to allocate to faculty :

Next : After successfully assign faculty Click on **LOCK FACULTY** Button.

100 Points

Welcome, VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Internal College Faculty Allocation Process :

Instcode : 017 | VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

Sr.No	FacultyID	Name	Email	Allocated	Action
3	62725	MAHESHWARI ANJALI HIRJIBHAI	adm_sanjay@gtu.edu.in	25	✗
2	44523	PRABHAKAR ASWIN M	adm_sanjay@gtu.edu.in	50	✗
1	43165	SHAIKH ASIM ISMAILBHAI	adm_sanjay@gtu.edu.in	50	✗

LOCK FACULTY

Click on Lock Faculty Button.

Note :

1. After Lock Faculty Institute cannot add/edit/delete choice faculty.
2. User id & password will be sent on faculty email-id.

Step – 7: Go to Allocation Menu & click on Allocation list link:

 100 Points

Welcome: VISHWAKARMA GOVERNMENT ENGINEERING COLLEGE, CHANDKHEDA

BE_017_06_head@gtu.edu.in

Allocated Student List: 50

Internal Guide Name :

Print

Sr.No	EnrollmentNo	Student Name
1	150170106001	SHAH AKASH RAJESHBHAI
2	150170106002	BALAT DHRUV ASHOKBHAI
3	150170106004	BHADKA PRABHAT DOLATBHAI
4	150170106005	BHAVSAR NAMAN NIKHIL
5	150170106006	BHAVSAR SAUMIL ANILKUMAR
6	150170106007	CHAUDHARI JAIMIKKUMAR PARAVESHBHAI
7	150170106008	CHAUDHARI PRADIPKUMAR MANILAL
8	150170106009	CHAUHAN NITIN KETANBHAI
9	150170106011	DOSHI LABDHI MANISHKUMAR
10	150170106012	GADHE HARDIK MANUBHAI
11	150170106014	JADAV KETANKUMAR MAKANBHAI
12	150170106015	JAIN SIDDHANT

Step – 8 : Go to Allocation Menu & click on Allocate Student link:

Welcome. VISHWAKARMA
GOVERNMENT
ENGINEERING COLLEGE,
CHANDKHEDA

100 Points

BE_017_06_head@gtu.edu.in

Allocate - Remaining Student:

Faculty Name : SHAIKH ASIM ISMAILBHAI

Enrollment no :

Allocate

Select Faculty & Enter Enrollment no