



DTE

Technical Guide

by Directorate of Technical Education (DTE) Government of Maharashtra

This is "DTE-Principal Academic Module Technical Guide" - You will get complete Technical Help from this Guide to start with this application.



DTE Principal Academic Module

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Table of Contents

Part I 1. Principal Academic Module 2 2.4 Help 3.3 Course Wise Intake Admissions (Report) 11 3.5 Religion wise Intake Report (Report) 13 3.6 Course wise Physically Handicapped admissions (Report)14 3.7 Course Wise scholarship Details (Report) 15

Technical Guide DTE-Principal Academic Module

A Complete Technical Guide for application use, to start with.

1. Principal Academic Module

1. Pre-requisites

1.1 Glossary of Icons

This User Manual may refer to all or some of the following icons.

lcons	Functions
5	Edit
×	Delete
\odot	Manage Access Rights
4	Approved
~	Verify

2. Getting Started

2. Getting Started with DTE Management Information System (MIS)

2.1 Login into the system

1.	Go to http://www.dtedss.org
2.	You will see the Login screen as shown in Figure 1
3.	Logon to DTE MIS Web Application using the given Username and Password
4.	You will see the Home Page of DTE MIS System as shown in the Figure 2

2

5.	Click on Forgot Password? If you don't remember your password.
5.	Click on Forgot Password? If you don't remember your password.

P	lease provide your details
υ	sername
	Username
Ρ	assword
	Password
	Login Forgot Password?

Figure 1: Login Screen

Once you login through your college User Id and Password, system will take your colleges name and ID by default at every instance whenever it is required.

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Figure 2: Principal Dashboard

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Please pro	wide your details
Username	1
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Password	
Passwo	ord
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Figure 1: Login Screen

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Once you login through your college User Id and Password, system will take your colleges name and ID by default at every instance whenever it is required.

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Figure 2: Principal Dashboard

2.2 Understanding the User Interface/Dashboard

2.2.1 Title Bar

The top horizontal bar of the MIS screen is the Title Bar. It displays the Directorate of Technical Education's name and logo.

2.2.2 Address Bar

The horizontal bar below the Title Bar is the Address Bar. It displays the links/pages/modules in actions that are currently used by the MIS User.

2.2.3 Dashboard

The dashboard window displays various charts and analytics reports to the MIS user for easy understanding of various attributes.

6 Principal Academic Module

2.2.4 Menu Bar

The Vertical right most bar below the Title Bar is the Menu Bar. It displays various modules of MIS.

2.3 Change Password

1.	Click on Welcome, username
2.	Click on "Change Password" from the drop down menu.
3.	Fill the details and click OK.

Old Passwo	rd	
New Passw	ord	
Confirm Pas	sword	
onnrm Pas	sword	

Figure 3: Change Password Screen

2.4 Help

1.	Click on Welcome, username
1.	Click on "Help" from the drop down menu to Get Help Manual
3.	Fill the details and click OK.



Figure : Help

3. Academic Module

1.	Click on "Our Modules" Tab In Menu Bar
2.	Click on "Academic MIS" from the drop down menu
3.	Click on Statistical Reports from the drop down menu as shown in Figure 3

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2 лодиди					201			₹ Purchase (Assets) MIS

Figure 3: Statistical Reports

3.1 Institution Details Reports

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Institution Details Reports" from the drop down menu
3.	Click on Search
4.	Select the record for which you want to see the details
5.	You will be redirected to the new window as shown in Figure 5

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							Total Rows 20 0o	Report(Report)
Sr.No.	Institution Code	Institution Name	Region Name	District Name	Principal Director	Principal Email	Principal Phone No	Course Wise Intake Admissions(Report)
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		Total Number	of Institutions On Page	n 1				Intake Capacity(Report)
		Total	Number Of Institutions	1				Religion Wise Intake Report(Report)
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Figure 4: Institution Details Reports

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10

Principal Academic Module

stitute Summary				Report(Report)
Institute Information				Institution Courses Report(Report)
	Institution Code	2013		Course Wise Intake
	Temporary AICTE App No			Admissions(Report)
	Permanent AICTE App No			Institute Wise Course Wi
Institution Name	Government Polytechnic, Ambad			Intake Capacity(Report)
Region Name				Religion Wise Intake Report(Report)
Address	Ambad, Aurangabad			
Pin code				Course Wise Physically Handicapped
District Name		Taluka Name		Admissions(Report)
STD Code		Establishment Year		Institution Coursewise E
Web Address		Principal Email Address		Result(Report)
How to Reach				Course wise Scholorship Details(Report)
Nearest Railway Station		Railway Distance (In K.M.)		
Nearest Bus Station		Bus Distance (In K.M.)		y Help
Nearest Arport		Arport Distance (In K.M.)		rt Calendar
Contact Information (Director / Principa	0			
Principal Director				
Office Phone No		Personal Phone No		
Residential Phone No		Fax No		
Approval Information				
Govt Approval No		Govt Approval Date		
DTE Approval No		DTE Approval Date		
AICTE Approval No		AUCTE Approval Date		
Status Information				
Institution Status		Is Autonomous	No	
ls Minority	No	Is WomenOnly	No	

Figure 5: Institution Report

3.2 Institution Courses Reports

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Institution Courses Reports" from the drop down menu
3.	 Fill the details as shown in Figure 6 Course Type – Select the type of the course E.g.: UG, PG etc. Course Name- Select the Course Name
4.	Click on Search
5.	Select the record for which you want to see the details

Capacity(Report)

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			100									> Statastical Reports
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No Re	Type	Name	Name	Туре		Pattern	Minority	Status	year	capacity		Course Wise Intake Admissions(Report)
4											ъ.	Institute Wise Course

Figure 6: Institution Courses Reports

3.3 Course Wise Intake Admissions (Report)

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Course Wise Intake Admissions(Report)" from the drop down menu
3.	Fill the details as shown in Figure 7
	• Course Type - Select the type of the course E.g.: UG, PG etc.
	Course Name- Select the Course Name
	Course Year – Year of the course
	Course Shift – Shift of the course
	For year – Academic Year
4.	Click on Search
5.	Select the record for which you want to see the details

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Institution wise course	wise intake admission			R H	
				CE 10	
Course_Type	UG				
Course_Name	Diploma in Electrical Engineering	Course Shift	Regular - First Shift		ur Modules
Course Year		For Year	0040	- 4	Academics
course rear		For tea	2013	-	Statastical
	Search				stitution Detri eport(Report
					stitution Cour leport(Report)
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					dmissions(Re

Figure 7: Course wise Intake Admissions (reports)

3.4 Institute wise, Course Wise Intake Capacity (Report)

Principal Academic Module

12

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Institute wise, Course Wise Intake Capacity(Report)" from the drop down menu
3.	 Fill the details as shown in Figure 8 Course Type - Select the type of the course E.g.: UG, PG etc. Course Name- Select the Course Name For year – Academic Year
4.	Click on Search
5.	Select the record for which you want to see the details

stitution,course and	l year wise intake capacity			
Course_Type	UG			
Course_Name	Diploma in Civil Engineering	For Year	2013	



3.5 Religion wise Intake Report (Report)

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Religion wise Intake Report" from the drop down menu
3.	Fill the details as shown in Figure 9
	 Course Name- Select the Course Name For year – Academic Year
4.	Click on Search
5.	Select the record for which you want to see the details

14 Principal Academic Module

	Course Manual	-										
	Course_Name	Diploma in N	dechanical Engineeri									
	For Year	2012										
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Figure 9: Religion wise Intake Report

3.6 Course wise Physically Handicapped admissions (Report)

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Course wise Physically Handicapped admissions (Report" from the drop down menu
3.	Fill the details as shown in Figure 10
	Course Name- Select the Course Name
	For year – Academic Year
4.	Click on Search
5.	Select the record for which you want to see the details

1. Principal Academic Module

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Figure 10: Course wise Physically Handicapped admissions (Report)

3.7 Institution wise course wise examination result (Report)

Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
Click on "Institution wise course wise examination result" from the drop down menu
Fill the details as shown in Figure 11
• Course Type - Select the type of the course E.g.: UG, PG etc.
Course Name- Select the Course Name
Course Year – Year of the course
Course Shift – Shift of the course
For year – Academic Year
Click on Search
Select the record for which you want to see the details

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Institution wise course w	se examination	result									a Home
Course_Type	All										📼 News
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Nob : The converses and arthrotoly of d					Total	Total	Total	Total	Total	Total	Admissiona()

Figure 11: Course Wise scholarship Details (Report)

3.7 Course Wise scholarship Details (Report)

1.	Click on "Statistical Reports" Tab In Menu Bar under Academic MIS module
2.	Click on "Course Wise scholarship Details" from the drop down menu
3.	 Fill the details as shown in Figure 12 Course Name- Select the Course Name For year – Academic Year
4.	Click on Search
5.	Select the record for which you want to see the details

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		=	A 0	8	
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ship Desc For Year	Male Students	Female Students	Total	Students	
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Figure 12: Course Wise scholarship Details (Report)

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