

Upload Progress Report

Overview

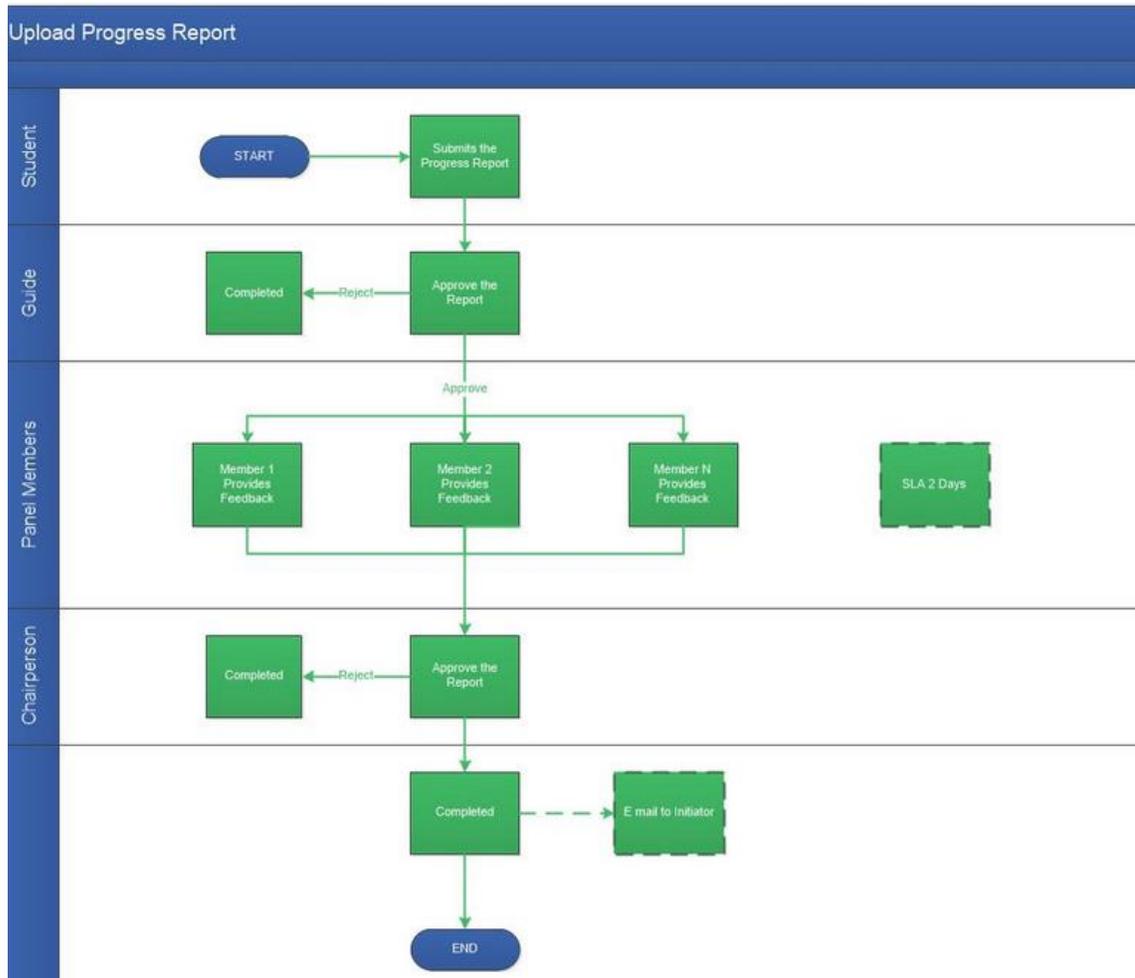
1.1 Scope

This process describes the procedure involved by the student to upload progress report of each semester.

1.2 Flowchart

Flowchart for the upload progress report is given below

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1.3

User Roles:

User	Roles
Student	Submit the progress report
Guide	Approve the report
Panel Member	Member (1-3) provides feedback
Chairperson	Approve the report

Process Description

2.1 Key Information Captured

The following are the Key Fields in this process.

1. Student submit the progress report
2. Approve Request.
 - Progress Report Upload Details.
 - Panel Details.

User Interface Design

3.1 Student Initiation Screen

When student invokes the 'Upload Progress Report', the system generates the 'Upload Progress Report' screen. This screen enables for students to upload their progress report for every semester.

Menu: Upload Progress Report

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Upload Progress Report

Upload Progress Report Details

Current Period: JAN-MAY 2020

Remarks / Comments * (Max 500 Characters)

Upload Progress Report (Max 4 MB)* pdf Only Choose File Upload File Delete File

Uploaded File: NA

Submit

- 1. Current Period:** Current period is pre-populated and Non-editable
- 2. Remarks / Comments:** Students shall enter their remarks in the textbox.
- 3. Upload Progress Report:** Students can upload the progress report only as a pdf file of 4MB size by clicking on the choose file button. After, upload the selected file using the upload file button. In case of wrong one, you can delete clicking the delete file button and re-upload it once again.

Upload Progress Report Details

Current Period: JAN-MAY 2020

Remarks / Comments * Progress report Jan-May 2020

Upload Progress Report (Max 4 MB)* pdf Only Choose File Upload File Delete File

Uploaded File: Progress Report.pdf

- 4. Upload File:** The uploaded file name displays.
- 5. Submit:** After providing the details, click submit. (Data Submitted Successfully)

The status of the process could be checked in the task status.

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Task Status			
Course Details			
Process Name	Id	Approval Status	Remarks
HTIA /HTRA Declaration		Approved	Approved
Student Leave Application		Approved	Leave Type : Vacation Leave From : 20 Dec 2018 Leave To : 04 Jan 2019 Student Remarks : Personal Approver Remarks : Approved. Remark By : Shyam KeralaVarma (Faculty Advisor Approval)
Progress Report Upload		Approved	Student Remarks: First semester progress report Guide Remarks: OK. Please submit a typed report next time. Chairperson Remarks: ok
Progress Report Upload		Pending Guide Approval	Student Remarks: Progress Report of sem -1
Progress Report Upload		Pending Guide Approval	Student Remarks: Progress Report Jan-May 2020
Progress Report Upload		Pending Guide Approval	Student Remarks: Progress Report of sem -1

3.2 Approval Screen

When the student submits the 'Progress Report Upload' process, the system generates the submitted task in the corresponding Guide's inbox.

when clicked on the roll no the system generates the 'Upload Progress Report Approval' screen.

Inbox			
ID	TASK NAME	PROCESSED ON	
AE180403	Progress Report Upload_25839	09-01-2020 15:52:52	

For Guide:

User shall able to select either 'Approve' or 'Reject' option

Recommended Actions

Approve Reject

Remarks *

Progress Report Upload Details

Academic Year: JUL-NOV 2016 Roll No: AE16D00 Scholar Name: Abcd

Department: Aerospace Engineering Program: Ph.D Semester: 01 Uploaded Document:

Student Remarks: ok ok

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User shall be able to view the progress report details such as: 'Academic Year', 'Roll No', 'Scholar Name', 'Department', 'Program', 'Semester', 'Document Uploaded', 'Student Remarks' in the 'Progress Report Upload Details'.

User shall able to view the panel details such as: 'Member Name', 'Employee Id', 'Member Type', and 'Department' in the 'Panel Details grid'.

Panel Details			
Member Name	Employee Id	Member Type	Department
KANIARLA ANAND KRISHNA	██████████	External	MM
SHANTANU SHASHIKANT MULAY	██████████	Internal	AE
SIVASAMBU MAHESH	██████████	Internal	AE

User shall enter the remarks and finally submit the task.

For Panel Members:

User shall able to view the 'Progress Report Upload Details' and 'Panel Details'.

Feedback *

Progress Report Upload Details

Academic Year	Roll No	Scholar Name	
<input type="text" value="JUL-NOV 2016"/>	<input type="text" value="AE16D00"/>	<input type="text" value="Abcd"/>	
Department	Program	Semester	Uploaded Document
<input type="text" value="Aerospace Engineering"/>	<input type="text" value="Ph.D"/>	<input type="text" value="01"/>	<input type="text" value=""/>
Student Remarks	Guide Remarks		
<input type="text" value="ok ok"/>	<input type="text" value="test"/>		

User shall enter the feedback and finally submit the task.

For Chairperson:

User shall able to select either 'Approve' or 'Reject' option

User shall able to view the 'Progress Report Upload Details' and 'Panel Details'

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Recommended Actions

Approve Reject

Remarks *

Feedback *

Progress Report Upload Details

Academic Year: JUL-NOV 2016 Roll No: AE16D00 Scholar Name: Abcd

Department: Aerospace Engineering Program: Ph.D Semester: 01 Uploaded Document:

Student Remarks: Guide Remarks:

Panel Details					
Member Name	Employee Id	Member Type	Department	Feedback	Feedback On
Test1	001	Co-Guide	AM	ok	<input type="checkbox"/>
Test2	002	Internal	AE	ok	<input type="checkbox"/>
Test3	003	External	ME	ok	<input type="checkbox"/>
Test4	004	Internal	AE	ok	<input type="checkbox"/>

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User shall enter the remarks and finally submit the task.