
User Manual

For

Hostel and Mess Management

Version 1.0

Bundelkhand University, Jhansi

Submitted By :



Designed & Developed By:



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1. Login Page

Steps:

- Open <http://ums.bujhansi.org> in a browser in your computer.

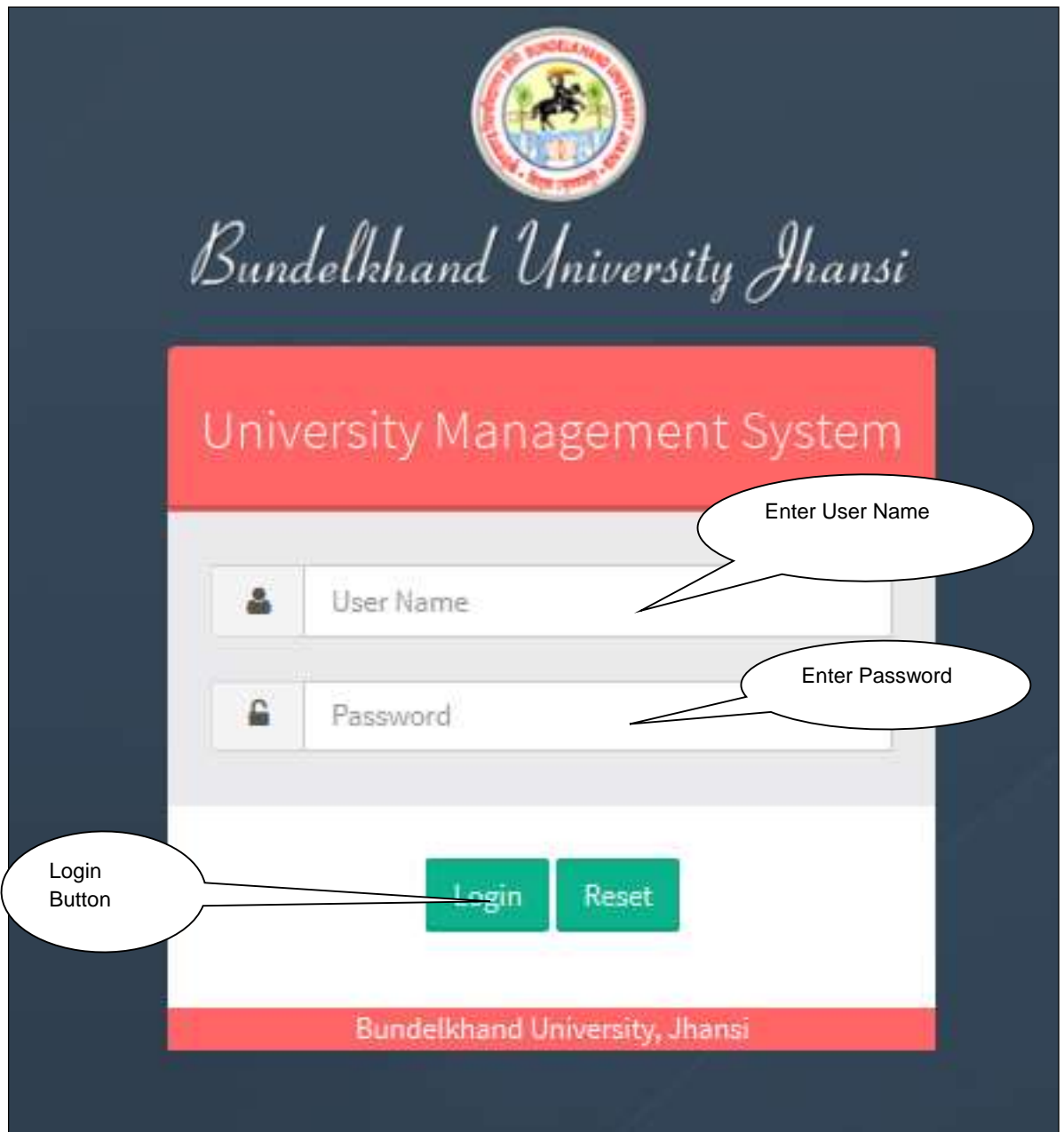


Image: Login Page

- Type **User Name** and **Password** in Textboxes.
- Click **Login Button**, page will be navigated to **Dashboard**.

2. Dashboard

Steps :

- **Dashboard** looks like this:-



Image: Dashboard

- Click on Hostel & Mess Tab, page will be navigated to Hostel & Mess **Module**

3. Welcome Screen

Steps :

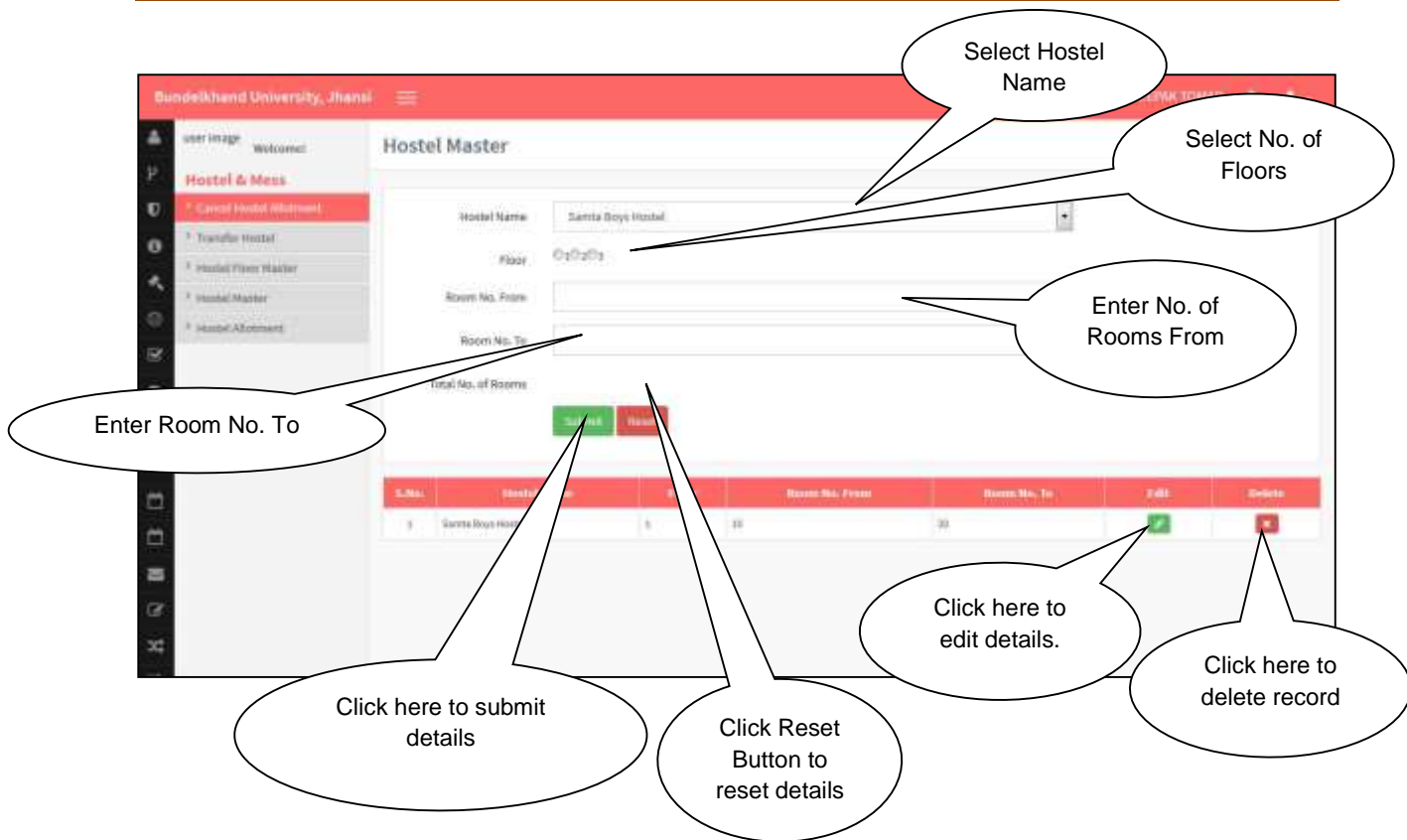
- **Welcome Screen** looks like this:-



4. Hostel Master

Steps:-

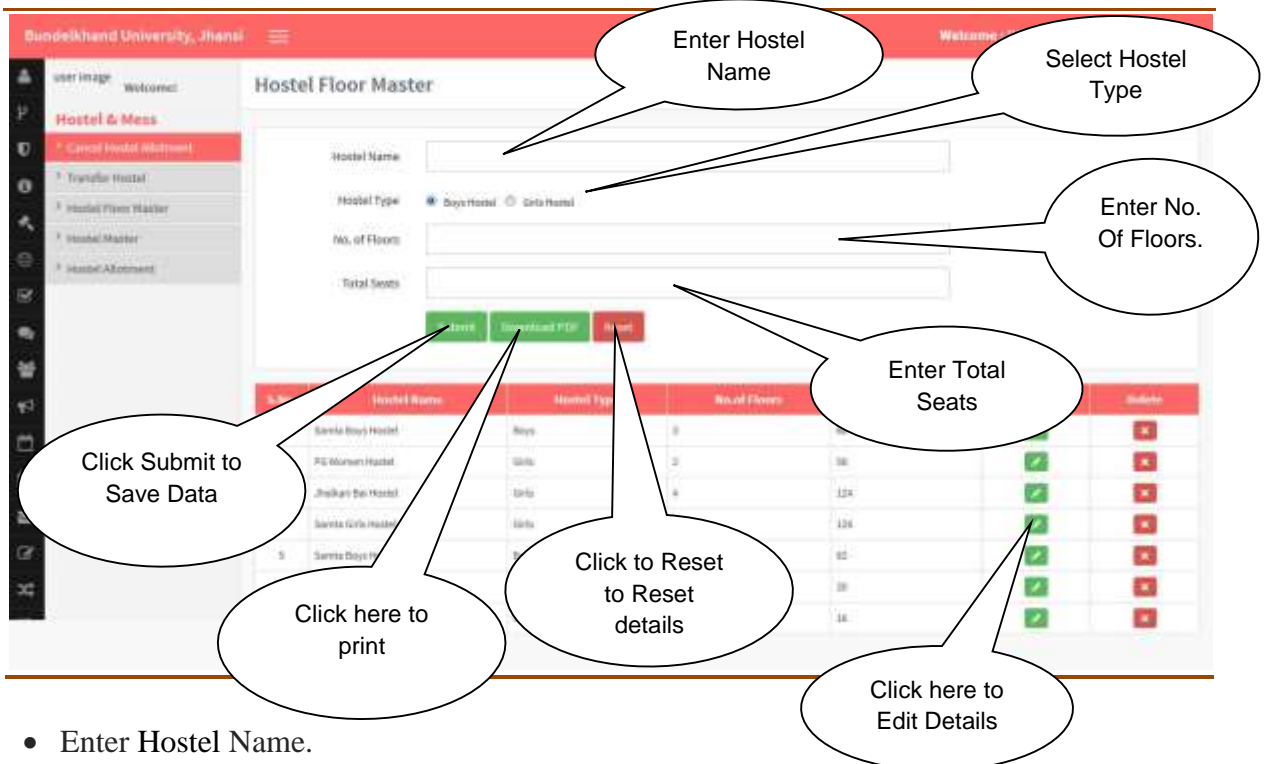
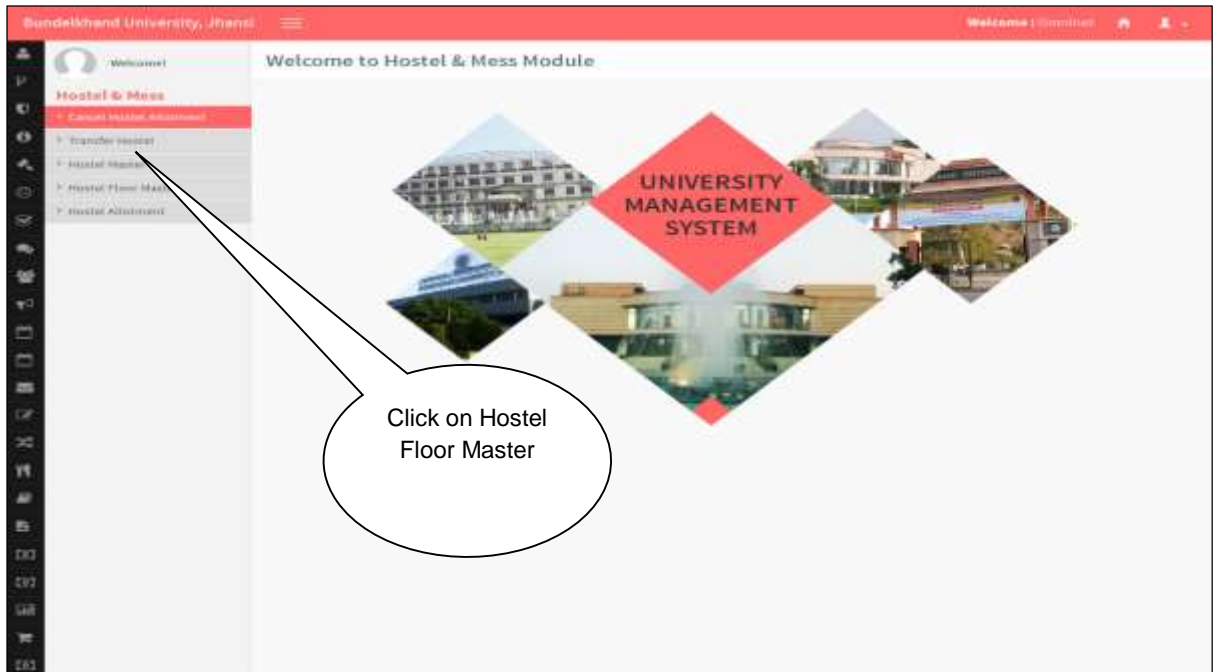
- Click on **Hostel Master Tab**, page will be navigated to Hostel Master.



5. Hostel Floor Master

Steps :

- Click on **Hostel Floor Master Tab** , page will be navigated to Hostel Master.



- Enter Hostel Name.
- Select Hostel Type
- Enter No. Of Floors
- Enter Total Seats.
- Click Submit to submit details.
- Click Download Pdf to print.

- Click Reset to reset Details.

6. Hostel Allotment

Steps :

- Click on **Hostel Allotment Tab** , page will be navigated to Hostel Master.



The screenshot shows the 'Hostel Alloted' interface with the following callouts:

- Select Course:** Points to the 'Course' dropdown menu.
- Select Merit:** Points to the 'Merit' dropdown menu.
- Select Category:** Points to the 'Category' dropdown menu.
- Select Type:** Points to the 'Type' dropdown menu.
- Select Gender:** Points to the 'Gender' dropdown menu.
- Click to Search Details:** Points to the 'Search' button.
- Click to Download the Report of Alloted Candidate:** Points to the 'Download Alloted Candidates' button.
- Click to Download the Report of Alloted Candidate:** Points to the 'Download Alloted Candidates' button.

| ID | Rollno/ID | Roll Name | Father Name | Gender | DOB | District | State | Category | Course | Category | Merit | Flour No. | Flour |
|---------|------------|--------------------|------------------------|--------|------------|----------|---------------|----------|--------------------------------------|----------|-------|-----------|-------|
| Alloted | IG21100101 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 1 | | |
| Alloted | IG21100102 | ANISH KUMAR SAUTAM | SUNDEL KUMAR SAUTAM | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 1 | | |
| Alloted | IG21100103 | NIKIL KUMAR GUPTA | JAGANNATH GUPTA | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 1 | | |
| Alloted | IG21100104 | PRADIP KUMAR | SARAJ YADAV | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 1 | | |
| Alloted | IG21100105 | PARAN KUMAR | | | | | | SC | B.Tech (Electronics & Communication) | SC | 2 | | |
| Alloted | IG21100106 | QAVI000107 | | | | | | SC | B.Tech (Electronics & Communication) | SC | 3 | | |
| Alloted | IG21100107 | SHIKH KUMAR GUPTA | DR. SURESH KUMAR GUPTA | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 3 | | |
| Alloted | IG21100108 | ANIL KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100109 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100110 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100111 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100112 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100113 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100114 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100115 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100116 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100117 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100118 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100119 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100120 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100121 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100122 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100123 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100124 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100125 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100126 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100127 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100128 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100129 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |
| Alloted | IG21100130 | ADARSH KUMAR | SHYAMA CHANDAN KUMAR | MALE | 10/01/2001 | JALAIN | UTTAR PRADESH | SC | B.Tech (Electronics & Communication) | SC | 4 | | |

- Record will be shown after selecting the **Type, course and Merit.**

7. Cancel Hostel Allotment

Steps :

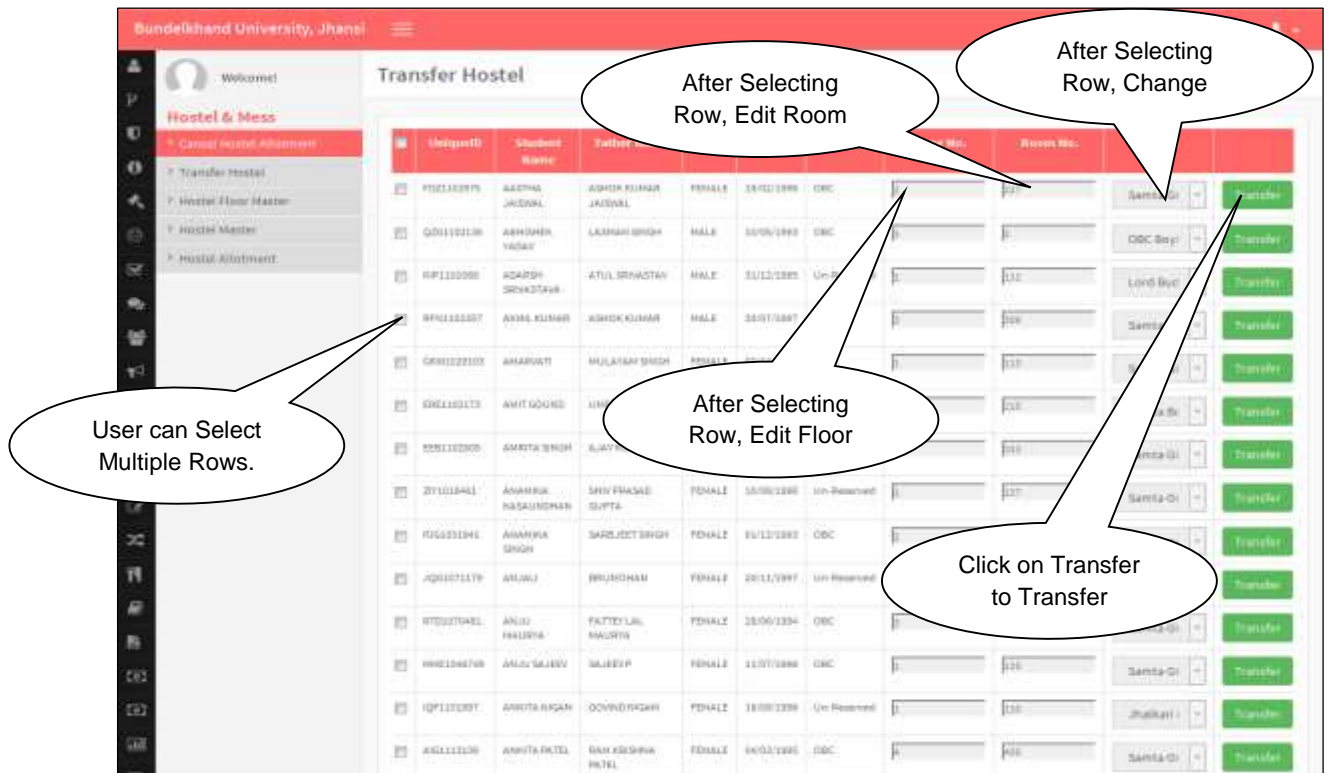
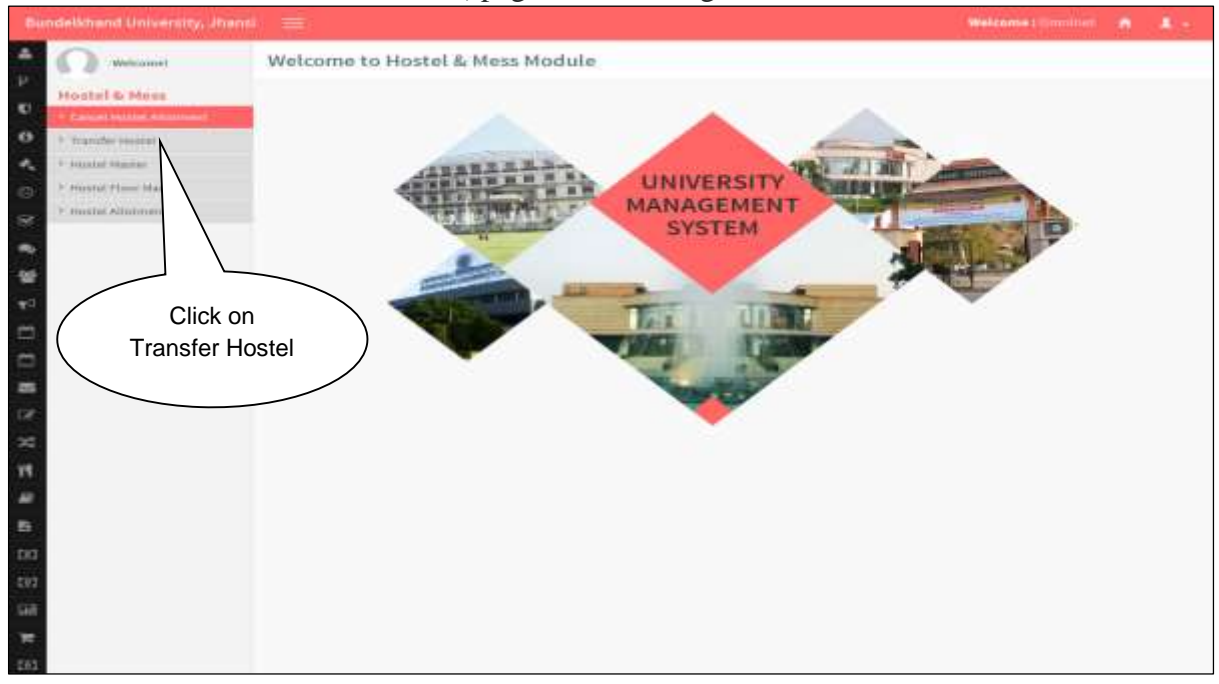
- Click on **Cancel Hostel Allotment Tab** , page will be navigated to Hostel Master.



8. Transfer Hostel

Steps :

- Click on **Transfer Hostel Tab** , page will be navigated to Hostel Master.



- After Selecting Row, **Floor No.** and **Room No.** will be editable.