



I.K. Gujral Punjab Technical University, Jalandhar (eOffice ERP)

Login Page

The screenshot shows the login page of the eOffice ERP system. The page is powered by NIC (National Informatics Centre). It features the IARICHAY logo and a welcome message: "Welcome, Please sign-in". There is a text input field for the user ID (example: deepak@nani.igpu@punjab.gov.in) and a password field. Below the fields are links for "Forgot Profile" and "Forgot Password", and a "NEXT" button. A banner on the right side of the page reads "Sabka Saath Sabka Vikas Sabka Vishwas Sabka Prayas" with a photo of a man. At the bottom, there is a message: "Saving Panchay certificate expiry issue. Update your OS and Browser for more detail." The browser's address bar shows the URL: panchay.nic.in/ncr/1/assets/portal.html?services=passive&active=true&rm_Soft&id=continuo&http%3A%2F%2Fpan...&app=1&acc=1&id=1&id=1...

Dashboard

The screenshot shows the dashboard of the eOffice ERP system. The page header includes the eOffice logo and navigation links: HOME, DIRECTORY, CONTACT, EMPLOYEE SERVICES, and QUICK LINKS. A quote by Abdul Kalam is displayed: "To succeed in your mission, you must have single-minded devotion to your goal - Abdul Kalam". The dashboard is divided into several sections:

- eOffice Services:** Includes File Management System, eFile MIS Reports, Knowledge Management System, Employee Master Detail, Master Data Management, Other Services, Finance Services, and Download Forms.
- Notice Board:** Lists recent notices, including a workshop on Drafting of Request for Proposal (ID-RFP-02) to be conducted through online mode on 28th January 2022, and a circular regarding COVID-19 Sampling.
- Agro-Climatic Region - कृषि जलवायु प्रदेश:** A section for agricultural climate information.
- News:** A section for news updates, currently showing "No News Available".
- EVENTS:** A section for upcoming events, currently showing "No Event Available".

The left sidebar contains icons for efile, KMS, NIC mail, Calendar, Gallery, and eConnect. The browser's address bar shows the URL: edoffice.punjab.gov.in/index.php.



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Employee Master Data Management

The screenshot shows the 'Employee Master Detail System' interface. On the left is a navigation menu with categories like 'Creation & Mapping', 'Organization', 'Employee', 'Transfer', and 'Reports Module'. The main area is titled 'Search Employee' and contains input fields for 'Employee Code', 'Employee Name', 'Login', 'Email', and 'Designation'. There are 'Search' and 'Show All' buttons. Below this is an 'Employee (s) List' section with a 'New Employee' button. A large purple watermark is overlaid on the right side of the page, reading 'Computer Section, IKGPTU' and 'Dated.....'.

The screenshot shows the 'Organisation Unit Search' interface. It features a search bar and a table of units. The table has columns for S.No, OU Code, OU Name, Description, Post Sanction, Active, and Action.

S.No	OU Code	OU Name	Description	Post Sanction	Active	Action
1	Academic Branch	Academic Branch	Academic Branch	false	true	/
2	CIIT IKGPTU Main Campus	CIIT IKGPTU Main Campus	CIIT IKGPTU Main Campus	false	true	/
3	CIIT IKGPTU Sultanpur Lodhi Campus	CIIT IKGPTU SULTANPUR LODHI CAMPUS	CIIT IKGPTU SULTANPUR LODHI CAMPUS	false	true	/
4	College Development	College Development	College Development Branch	false	true	/
5	Conduct	Conduct	Conduct Branch	false	true	/
6	Construction Cell	Construction Cell	Construction Cell	false	true	/



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Browser: eofficepau.punjab.gov.in/EMD/masterReportPage.action

Employee Master Detail System

Version: 3.4.3.1

Master Report Page

Employee Code: [] Employee Name: [] Email: [] Designation: [Choose One] Organisation Unit: [Choose One] [Search] [Show All]

Master Report Data

S.NO	Organization Unit	Employee Code	Employee Name	Date Of Birth	Designation	E-mail	Post	Reporting	Mobile	Room	Building Name
1	Research & Development	20128	Mr. ABHISHEK BHARDWAJ	11-12-1995	CLERK	abhishek.igpu@punjab.gov.in	CLERK(R&D)		911112199		
2	PUNJAB TECHNICAL UNIVERSITY-DEPT	ADPTU	Mr. ADAMI P.T.U.	14-01-2003	OFFICE ADMINISTRATOR	admin.ptu@ptu.in	eOffice/ADMIN				
3	Security Branch	7020	Mr. AJMAL SINGH	01-07-1988	OFFICE ASSISTANT	ajmal.singh@punjab.gov.in	CA/SECURITY		911114107		
4	Examination Branch	7018	Mr. AJAY KUMAR	06-10-1964	OFFICE ASSISTANT	ajay.kumar@punjab.gov.in	CA/EXAMINATION		911113607		
5	Security Branch	7011	Mr. AJAY KUMAR	03-06-1983	OFFICE ASSISTANT	ajay.kumar@punjab.gov.in	CA/SECURITY		911113607		
6	Controller of Examinative	4006	Mr. AJAY RATHA	25-04-1973	SENIOR ASSISTANT	ajay.ratha.igpu@punjab.gov.in	SA/CPE		911113059		

Computer Section, I.K.G.P.T.U.
Dated.....

Master Data Management

Browser: eofficepau.punjab.gov.in/MDM/homeAction

Master Data Management

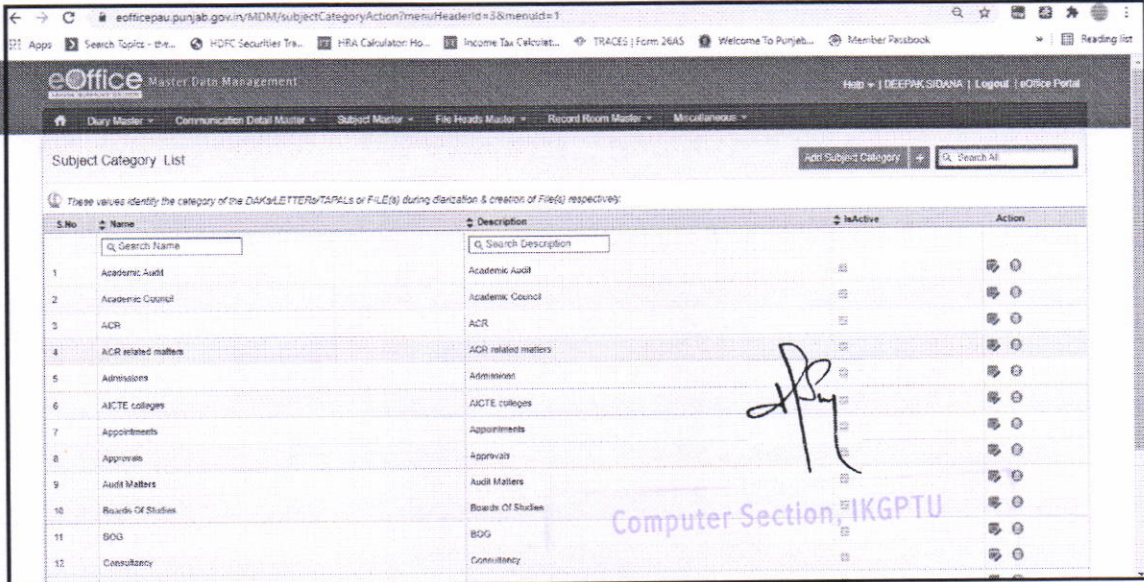
Help | DEEPAK SIDANA | Logout | eOffice Portal

- Diary Master
 - Confidentiality
 - Language
 - Correspondence Mode
 - Correspondence Type
 - VIP
 - Draft Nature
 - Draft Prefix
 - Draft Reply Type
- Communication Detail Master
 - Ministry
 - Department
 - Country
 - State
- Subject Master
 - Subject Category
 - Subject Sub-Category
 - Category Mapping
- File Heads Master
 - Basic Head
 - Primary Head
 - Secondary Head
 - Tertiary Head
 - File Code
 - Retention Category
 - File Head Mapping
- Record Room Master
 - Record Room
 - Department Mapping
 - Block Storage
 - Room Storage
 - Rack Storage
 - Shelf Storage
- Miscellaneous
 - Action
 - Priority
 - Postal-Mode
 - Delivery Person
 - Delegation File Head Mapping
 - Delegation



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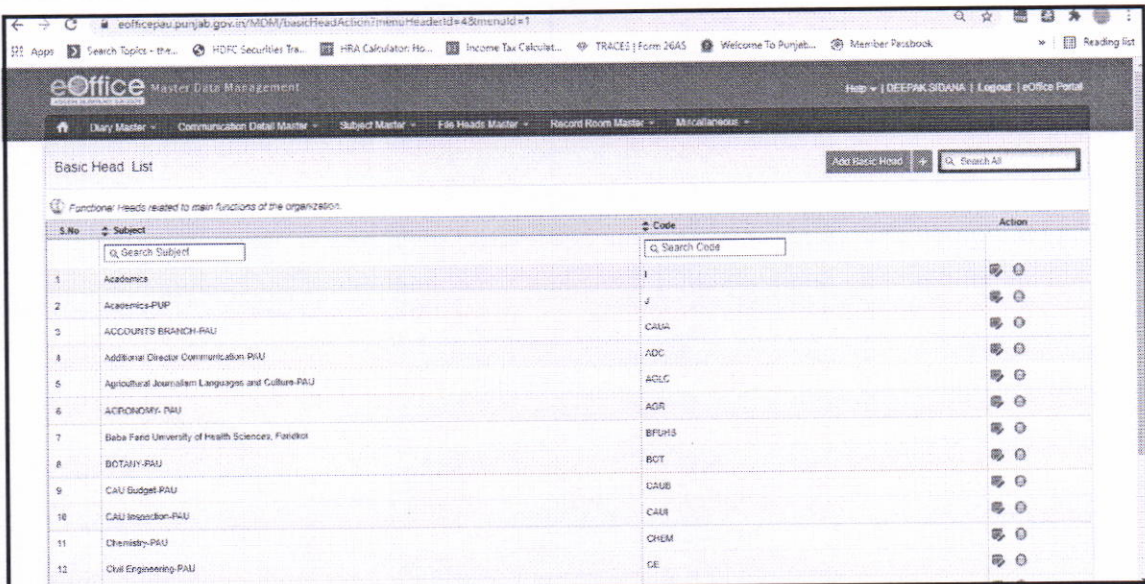
Subject Data Management



The screenshot shows the 'Subject Category List' interface in the eOffice ERP system. The page title is 'Subject Category List' and it includes a search bar and an 'Add Subject Category' button. Below the header, there is a table with columns for S.No, Name, Description, Active status, and Action. The table lists 12 subject categories. A handwritten signature is visible over the table, and a purple stamp reads 'Computer Section, IKGPTU'. Below the table, there is a 'Dated.....' field.

S.No	Name	Description	Active	Action
1	Academic Audit	Academic Audit		
2	Academic Council	Academic Council		
3	ACR	ACR		
4	ACR related matters	ACR related matters		
5	Admissions	Admissions		
6	ACTE colleges	ACTE colleges		
7	Appointments	Appointments		
8	Approvals	Approvals		
9	Audit Matters	Audit Matters		
10	Boards Of Studies	Boards Of Studies		
11	BOG	BOG		
12	Consultancy	Consultancy		

File Head Data Management



The screenshot shows the 'Basic Head List' interface in the eOffice ERP system. The page title is 'Basic Head List' and it includes a search bar and an 'Add Basic Head' button. Below the header, there is a table with columns for S.No, Subject, Code, and Action. The table lists 12 basic heads related to the organization's main functions.

S.No	Subject	Code	Action
1	Academics	A	
2	Academics-PUP	J	
3	ACCOUNTS BRANCH-PAU	CAAA	
4	Additional Director Communication PAU	ADC	
5	Agricultural Journalism Languages and Culture-PAU	AGLC	
6	ACRONOMY- PAU	AGR	
7	Baba Farid University of Health Sciences, Fatehga	BFHHS	
8	BOTANY-PAU	BOT	
9	CAU Budget-PAU	CAUB	
10	CAU Inspection-PAU	CAUI	
11	Chemistry-PAU	CHEM	
12	Civil Engineering-PAU	CE	



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Notice Board Data Management

The screenshot displays the eOffice Knowledge Management System interface. The top navigation bar includes the eOffice logo, the title 'Knowledge Management System', and user options like 'Notification', 'Apps', and 'Me'. A search bar is present with the text 'Search (Minimum 3 Char...)'. The main content area is titled 'Dashboard' and features a 'Recent Documents' table. The table has columns for 'Title', 'Created By', and 'Created On'. One document is listed: 'Workshop on Drafting of Request for Proposal (D-RFP-02) to be conducted through online mode on 28th January 2022', created by 'ADMIN-III' on 'Oct 18, 2021'. To the right, there are sections for 'Document's since last login' and 'My Contact' (0), and 'My Group' (0). A watermark 'Computer Section, IKGPTU' is visible in the bottom right. The footer states 'Designed and maintained by National Informatics Centre (NIC) Government of India.'

Reports Management

The screenshot shows the eFile MIS Reports application interface. The top navigation bar includes the eOffice logo, the title 'eFile MIS Reports Version 3.5.4', and various report categories: 'File', 'Receipt', 'Dispatch', 'VIP', 'Miscellaneous', 'Productivity', 'Report Permission', and 'My Reports'. The main content area features a large banner with the text 'Welcome to eFileMIS Reports'. Below the banner, there is a paragraph explaining the application's purpose: 'To optimize the usage of eFILE & provide real-time monitoring, an explicit MIS-Report application has been integrated in the pre-existing eOffice application suite. The product has been designed with role-based scope privilege for users to access different reports based on user's department, OU and hierarchy. The product has been broadly categorized into File, Receipt, Dispatch, VIP, and Miscellaneous modules to provide seamless monitoring of all the actions & entities involved in the decision-making process. System facilitates reports for all the available parameters in the eFILE application, along with provision of customized output. Additionally user can generate these reports in different formats viz. HTML, EXCEL and PDF.' The bottom of the page shows a bar chart and a pie chart.



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eFile Interface

The screenshot displays the eOffice ERP interface. The top navigation bar includes the eOffice logo, a search bar, and the user's name, DEEPAK SINGHA. Below this, a list of messages is shown with columns for Message, Checked By, File Number, Subject, Date In, Date Out, and Remarks. A signature is visible over the table. At the bottom, there are filters for Message Type and Message Status.

Message	Checked By	File Number	Subject	Date In	Date Out	Remarks
Enter		20174	For verification of committee for drafting of Afs...	20/08/2017 09:53		
Submitted File for Clearing Approval		20174	For Recruitment of NTA BPH, for Street Services	20/08/2017 09:53		
Clearance		20172	Requesting for the Service of 020 (Search Engine...	20/08/2017 09:53		
Draft		20172	Internal Connection in Hotel 1 and 2	20/08/2017 09:53		
Cancelled		20171	By grant of subsidy to provide govt. health care...	20/08/2017 09:53		
Partial		20174	Response for YouTube Channel on the name of IKGPTU...	20/08/2017 12:42		
Approval Request		20174	Requesting AMC (Annual Maintenance Contract) of Afs...	20/08/2017 12:42		
File Closing		20172	Response to Generate the Website for Department of ...	20/08/2017 12:42		

Computer Section, IKGPTU
Dated.....