

INUP- Indian Nanoelectronics Users Program

Help File

www.inup.iitb.ac.in

Version – 2.0

IIT Bombay

How to Register?

If you are not already Registered on INUP, you must get registered first.

To register, go to www.inup.iitb.ac.in.

Go to **Members** -----→**Register**

The registration form opens.



The screenshot shows the INUP (Indian Nanoelectronics Users Program - IIT Bombay) website. The header includes the INUP logo and navigation buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. The main heading is "Registration for submission of project proposal". Below this, a note states: "Only listed position are allow to register. Fields marked with (*) are mandatory." The registration form contains the following fields and options:

- Name: Jai Mathur
- Affiliation/University: Indian Institute of Technol
- Position: Faculty member, Research scientist, Post doc, Industry
- Email ID: mathujai@gmail.com
- Phone: 0225794325
- Mobile No: 9873425430
- Working Address: IIT Bombay
- Buttons: Submit, Reset

- Fill the details and submit
- A notification mail of registration is sent to user.
- When request gets approved, a mail comes to the user with his user id and password.

How to logon?

- Open URL <http://www.inup.iitb.ac.in>.
- Go to **Member** -----→ **Login**.
- Enter your user id and password and click on **Go** button



The screenshot shows the INUP (Indian Nanoelectronics Users Program - IIT Bombay) website. The header includes the INUP logo and navigation buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. The main heading is "Member Login". Below this, the login form contains the following fields and options:

- Username: inup1298
- Password: ****
- Button: GO
- Link: [Forgot Password / Username?](#)

Forgot Password?

- Go to **Member** -----→ **Login**.
- Click on **Forgot Password/Username** link.



The screenshot shows the INUP (Indian Nanoelectronics Users Program - IIT Bombay) website. At the top, there is a navigation bar with buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. Below this is a 'Member Login' section with a form containing 'Username:' and 'Password:' fields, and a 'GO!' button. A link for 'Forgot Password / Username?' is highlighted with a blue circle below the login form.

- Enter your mail address registered with INUP.
- Click on **Submit**.
- A mail will be sent on this email address containing your username and password.

How to change password?

- In main panel, on right side click Change Password.
- Enter your old and new password and submit.
- Your password will be reset.



The screenshot shows the INUP website's 'Change Password' page. At the top, there is a navigation bar with buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. Below this is a 'Control panel' section with 'Logout' and 'Main panel' buttons. The main content area is titled 'Change Password' and contains three password input fields: 'Old password*', 'New password*', and 'Repeat New password*', each with a masked password field. There are 'Submit' and 'Reset' buttons at the bottom.

How to upload a proposal?

- Logon to www.inup.iitb.ac.in.
- Before submitting projects, user must read the guidelines carefully. To view the guidelines, go to **Projects -----→Proposal Submission -----→ Guidelines**
- Users must submit the proposals in the required Format only. To view and download format, go to **Projects -----→ Proposal Submission -----→ Proposal and NOC Form.**
- To view the NOC form, go to **Projects -----→Proposal Submission -----→ Proposal and NOC Form.**
- Download the proposal format and write the proposal accordingly.
- If user is uploading a Project proposal for the first time, then after logon he will be redirected to the proposal submission page.
- If user has uploaded a proposal before, then after logon he will be directed to a page where he can view the status of all his Project Proposals. To upload another new proposal, click **Upload New Proposal** button on top right side of the page. On clicking this button, the proposal form opens.
- Fill the details of the proposal and submit it.
- A notification mail of proposal uploaded is sent to user.



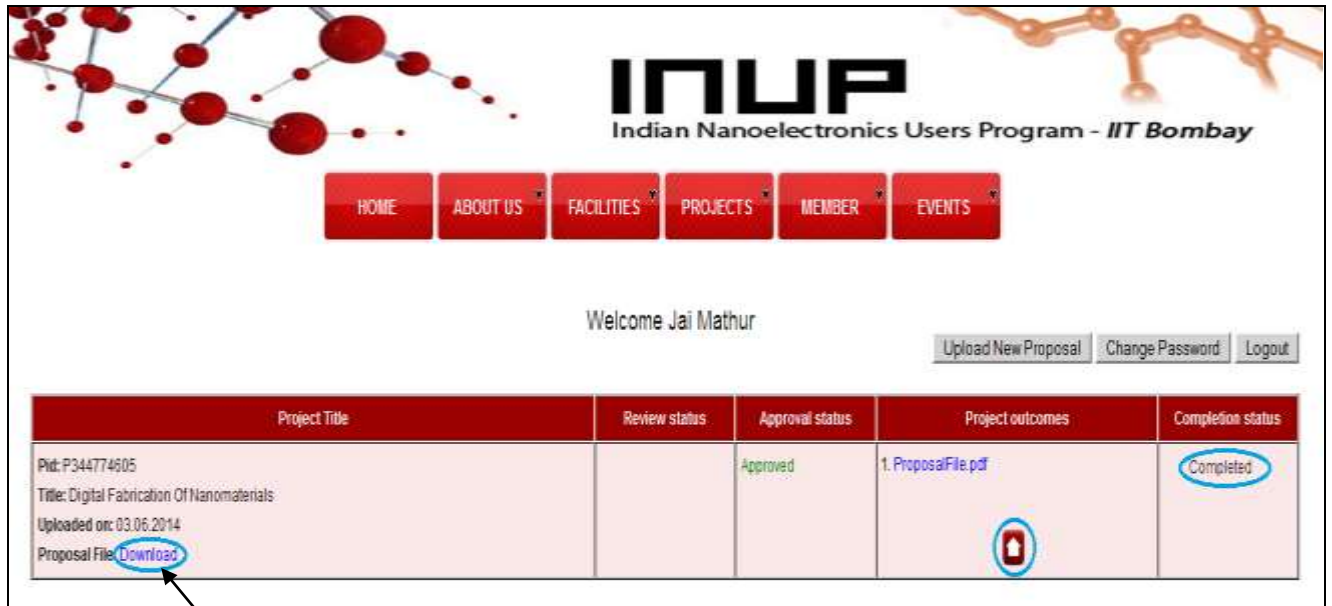
The screenshot displays the INUP (Indian Nanoelectronics Users Program - IIT Bombay) website interface. At the top, there is a navigation menu with buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. Below the menu, a welcome message reads "Welcome Jai Mathur". On the right side, there are buttons for "My project status", "Change Password", and "Logout". The main heading is "Form for submitting proposals". Below this, there are links for downloading proposal formats: "Form for medium term project" and "Form for short term project". A note states "This form is to be filled and uploaded with the form below." The form itself contains the following fields and options:

- User ID: inup1295
- User Name: Jai Mathur
- Project title*: Fabrication Of Nanometer
- Category*: Short term - 1 week to 3 months (dropdown menu)
- Duration*: 2 (dropdown menu) with radio buttons for Months and Weeks
- Select file: Choose File (button) ProposalFile.pdf

Below the form, there is a note: "Note: Maximum allowed file size is 40 MB. Only pdf allowed. File name should not have "*" or special characters (#, \$, @, &)" and two buttons: Submit and Reset.

How to view the status of your submitted project proposal?

- To view the status of the Submitted proposals, logon to www.inup.iitb.ac.in.
- In the main panel, on right side click on **My Project Status**.
- Here following project details will be displayed
 - Proposal Id
 - Title
 - Date of Upload
 - Status of Review
 - Status of Approval
 - Status of Completion
 - Proposal can be downloaded
- Review status will be shown as *pending* if project is not sent for review. When it is sent for review status changes to *Sent for review*. When review is completed, status changes to *Review over*.
- In Approval Status column, current status of proposal will be shown. *Pending* means proposal has not been approved yet. When project gets approved, status changes to *Approved*. *Disapproved* means proposal has been disapproved. *Sent for revision* means proposal has not been disapproved but sent for revision.
- When your project gets complete then its status is shown as *Completed* in Completion status column.



The screenshot shows the INUP (Indian Nanoelectronics Users Program - IIT Bombay) website interface. At the top, there is a navigation menu with buttons for HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. Below the menu, a welcome message "Welcome Jai Mathur" is displayed. To the right of the welcome message are buttons for "Upload New Proposal", "Change Password", and "Logout".

Project Title	Review status	Approval status	Project outcomes	Completion status
<p>Pid: P344774605 Title: Digital Fabrication Of Nanomaterials Uploaded on: 03.06.2014 Proposal File: Download</p>		Approved	1. ProposalFile.pdf	Completed

Download proposal from here


How to upload Project Outcomes?

After your proposal gets approved, you can upload project outcomes under that project. In Project outcomes you can upload documents and files related to your project like papers published, research work etc. You can upload docx, pdf, videos, image files etc. You can upload project outcomes after completion of your project also.

To upload project outcomes, in **My Project Status** panel, in **Project Outcomes** columns click  link and upload the files.



The screenshot shows the INUP (Indian Nanoelectronics Users Program - IIT Bombay) web portal. The navigation menu includes HOME, ABOUT US, FACILITIES, PROJECTS, MEMBER, and EVENTS. A welcome message "Welcome Jai Mathur" is displayed. There are buttons for "Upload New Proposal", "Change Password", and "Logout". Below the navigation is a table with the following data:

Project Title	Review status	Approval status	Project outcomes	Completion status
Pid: P344774605 Title: Digital Fabrication Of Nanomaterials Uploaded on: 03.06.2014 Proposal File: Download		Approved	1. ProposalFile.pdf 	Completed

An arrow points from a callout box labeled "Upload Project Outcomes" to the upload icon in the Project outcomes column of the first row.

How to upload revised proposal?

- If admin send the proposal for revision, he mentions the points to be corrected in proposal.
- After correction user again uploads the proposal. To upload revised proposal
- After login, **My Project Status** page is displayed.
- In Approval Status column, Upload Revised Proposal button is shown against the project.
- Click on it and upload revised version of proposal.
- The status changes to Revision Uploaded.
- Original and revised versions of proposal will be shown in a group.



The screenshot shows the INUP web portal with the same navigation and welcome message. The table now has two rows:

Project Title	Review status	Approval status	Project outcomes	Completion status
Pid: P344774605 Title: Digital Fabrication Of Nanomaterials Uploaded on: 03.06.2014 Proposal File: Download		Upload revised proposal		
Pid: P302726564 Title: Fabrication Of High Efficient IGZO Thin Films Uploaded on: 16.05.2014 Proposal File: Download		Revision uploaded		

An arrow points from a callout box labeled "Upload Revised Proposal" to the "Upload revised proposal" button in the Approval status column of the first row.