

User Manual for using Open Minor/ Open Elective Choice Selection Interface

STEP-1

As soon as student confirms that **“I have read all the instructions carefully”** he/she will be redirected to the interface for choosing the option for either **“Open Minor or Open Elective”** and click on Submit button. Student can choose only 1 option as per image given below:

Download: [User Manual](#) [Allocation Criteria](#)

Step A- Please choose your desired option.

Select Option:

[Submit](#) [Reset](#)

STEP-2 (a)

If student chooses the option of **“Open Elective”** in the 1st Step. Then a message will be displayed to the student as shown below. Polling for Open Elective will be scheduled shortly.

Step A- Please choose your desired option.

Select Option:

[Submit](#) [Reset](#)

The polling for Open Elective Courses will be scheduled soon. The information regarding the same will be provided to you through the UMS announcement.

STEP-2 (b)

If student chooses the option of **“Open Minor”** in the 1st Step, the preference form will be displayed to the student as per image given below:

Step A- Please choose your desired option.

Select Option:

Open Minor

Submit

Reset

You are required to submit your preferences for Open Minor Area in Step B given below.

Step B- Select preference in order of your preferred choice of Open Minor Area.

----Select Your Preference 01----



----Select Your Preference 02----



----Select Your Preference 03----



----Select Your Preference 04----



----Select Your Preference 05----



Submit

Reset

Details of Open Minor Area available for polling

Open Minor Areas	Seats Offered	Criteria
GAMING	10	CGPA
INTELLECTUAL PROPERTY AND CYBER LAWS	10	CGPA
BANKING AND FINANCIAL SERVICES	10	CGPA
INTERNATIONAL BUSINESS	10	CGPA
MANAGEMENT FUNDAMENTALS	10	CGPA
OPERATIONS	10	CGPA

The basket of Open Minor Areas displays the data in 3 columns:

- 1. Open Minor Areas:** This column displays the names of all the Open Minors offered to the student.
- 2. Seats Offered:** In this column, number of seats offered for each of the Open Minor Area has been provided.
- 3. Criteria:** This column displays the criteria on the basis of which area will be allocated.

STEP-3

Each student is required to provide 3, 4 or 5 Preferences (according to their program scheme) as their choice. 4th and 5th dropdown list will be disabled for those students, who are supposed to give only 3 preferences as their choice. For filling the preferences, dropdown lists have been provided in the interface, as per image given below.

Step B- Select preference in order of your preferred choice of Open Minor Area.

The screenshot shows a web interface for selecting preferences. It contains four dropdown menus arranged vertically. The first two are active and show a list of options: GAMING, INTELLECTUAL PROPERTY AND CYBER LAWS, BANKING AND FINANCIAL SERVICES, INTERNATIONAL BUSINESS MANAGEMENT FUNDAMENTALS, and OPERATIONS. The first dropdown has 'Select Your Preference 01' selected. The third and fourth dropdowns are disabled, indicated by a light gray background and a 'disabled' label. Below the dropdowns are two buttons: 'Submit' and 'Reset'.

----Select Your Preference 01----

----Select Your Preference 01----

GAMING
INTELLECTUAL PROPERTY AND CYBER LAWS
BANKING AND FINANCIAL SERVICES
INTERNATIONAL BUSINESS
MANAGEMENT FUNDAMENTALS
OPERATIONS

----Select Your Preference 05----

Submit Reset

Students can click these dropdown lists for giving their preferences. For example, as in dropdown list 1, **Select Your Preference 01**, Open Minors applicable to the students will be visible. Student can select any of the Open Minor, as per the details provided.

Note: If a student has selected particular Open Minor as Preference 1, then he/she shall not be able to select it as Preference 2, 3, 4 or 5. Selected Preference from any of the dropdown lists will be disabled in other four dropdown lists, as shown in image below:

Step B- Select preference in order of your preferred choice of Open Minor Area.

This screenshot shows the same interface as the previous one, but with the first three dropdown menus disabled (grayed out). The fourth dropdown menu is active and shows the same list of options. The option 'OPERATIONS' is selected in this dropdown. The first three dropdowns have the text 'BANKING AND FINANCIAL SERVICES', 'INTELLECTUAL PROPERTY AND CYBER LAWS', and 'MANAGEMENT FUNDAMENTALS' respectively, indicating that these options are disabled because they were selected in the first dropdown.

BANKING AND FINANCIAL SERVICES

INTELLECTUAL PROPERTY AND CYBER LAWS

MANAGEMENT FUNDAMENTALS

----Select Your Preference 04----

----Select Your Preference 04----

GAMING
INTELLECTUAL PROPERTY AND CYBER LAWS
BANKING AND FINANCIAL SERVICES
INTERNATIONAL BUSINESS
MANAGEMENT FUNDAMENTALS
OPERATIONS

STEP-4

Once student has selected all the preferences applicable, as shown in fig below, then the student is required to click on the submit button. Once Submit button is clicked, preferences will be saved and cannot be changed afterwards.

Your Selected Preferences

- Preference 01. **BANKING AND FINANCIAL SERVICES**
- Preference 02. **INTELLECTUAL PROPERTY AND CYBER LAWS**
- Preference 03. **MANAGEMENT FUNDAMENTALS**
- Preference 04. **GAMING**
- Preference 05. **OPERATIONS**