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:

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-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.

----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.

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