



SMART COOKIE
Student / Teacher Rewards Program

AICTE 360 Degree Feedback Capture and Reporting System for Faculty

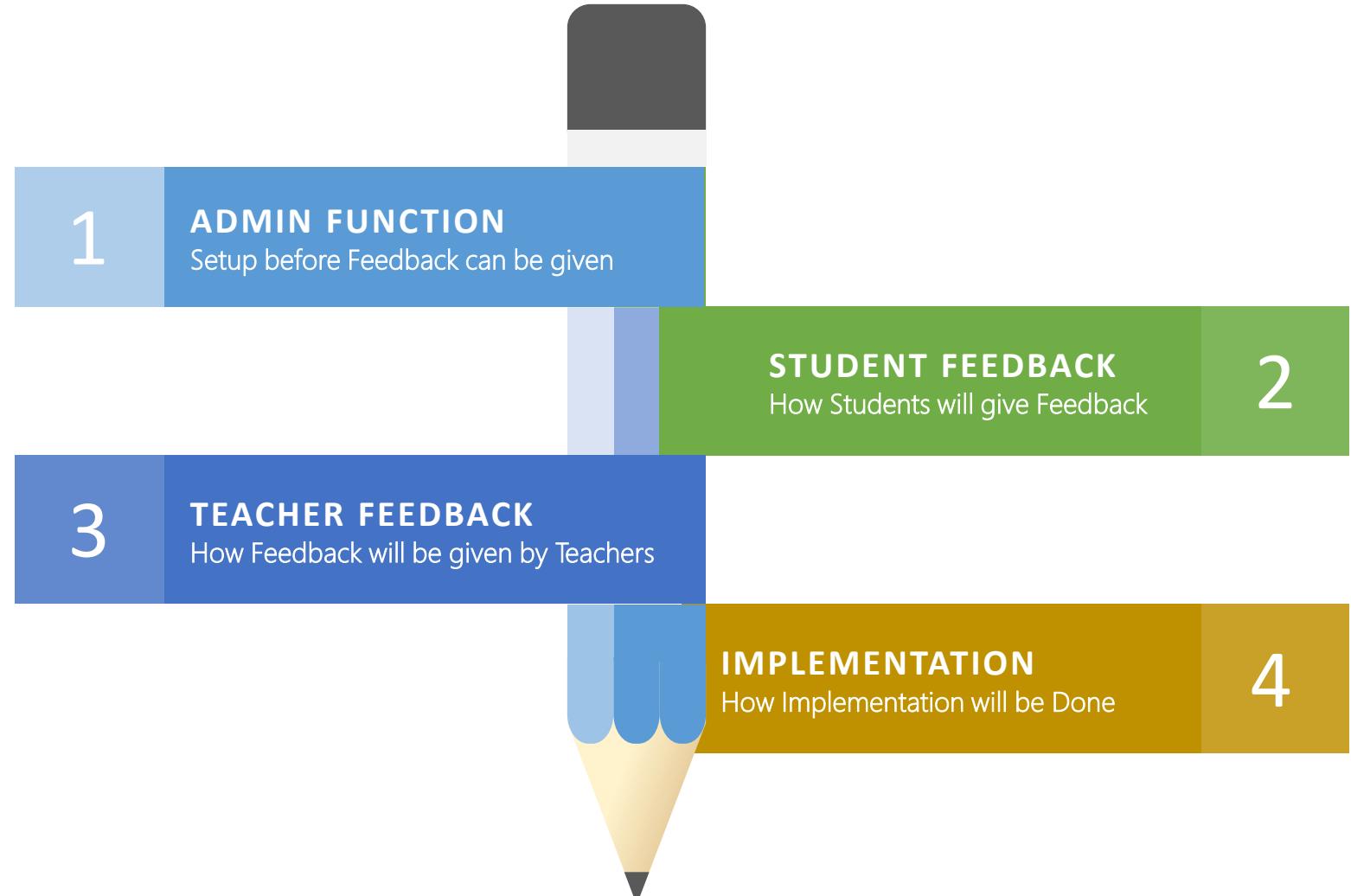
What is 360 Degree Feedback Capture and Reporting System for Faculty?

AICTE for the first time introduces a comprehensive system a 360-degree feedback mechanism as a measure of performance for career advancement of teachers.

The 360 Degree Score shall be determined on the basis of following

Criteria	Marks	Who will Update
Teaching Process	25	Teacher
Contribution to Society	10	Teacher
Departmental Activities	20	Head of Department
Institute Activities	10	Principal
ACR	10	Principal
Students Feedback	25	Students

What Shall We Cover Today.



ADMIN Function - Information Required from Institutes

Create Data for platform so that only verified students can give feedback for Teachers.
Data is classified into the following categories.

- 1 Organization Data** Branches, Departments, Class, Division etc.
- 2 Entities / Master Data** Students, Faculty and optional data like Non Teaching / Supporting Staff, Subjects etc.
- 3 Mapping Data** Students – Subjects, Teacher – Subjects
- 4 Time Capsule Data** Time Dependant changes in the above data like Student - Semester.

ADMIN Function

Methods that can be used to Add / Update Information in the System

1. Export from your current Student / Teacher Institute Information System (ERP) or any other system where Teacher, Student and or Timetable information is stored electronically in the prescribed formats and Upload it to the Platform

2. Download formats from Platform and have it updated like regular Spreadsheet (Excel) once complete Upload it to Platform.

3. Add Individually all Entries on the Platform

HOW CAN THE DATA BE ADDED, SOME EXAMPLES



360 Degree Feedback



Student Feedback



Teacher/Hod/Principal
Feedback



School Admin

Powered By Smart Cookie Rewards PVT.LTD.

After Login, Dashboard would be Visible, Click Upload Panel



College of Technology, Pune



Welcome Ashish Jena | Sign Out

Member ID : SA00000014581

School Admin
SchoolID : COTP
Group ID : AICTE

[Leaderboard](#) [Dashboard](#) [Master](#) [Points](#) [Points Status](#) [Sponsor Map](#) [Purchase Points](#) [Profile](#) [Logs](#) [Report](#) [Search](#) [School Analytics](#)

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[Student Blog](#) [AICTE Info](#)

Teachers

32

Student

66

Departments

2

Teacher Subjects

0

Sponsors

24582

Subject

15

Student Subject Mapping

111

Academic Year

3

Non Teaching Staff

1

Branch

2

Semester

10

Class

6

Students per Semester

0

Class Subjects

0

Parents

1

Branch Subject Division Year

9

From Right Side Download Formats and Left Side Upload



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Upload Panel

Uploaded By

Please Follow these steps:

- 01. Course Level
- 02. Degree
- 03. Departments
- 04. Branch
- 05. Class
- 06. Division
- 07. Subject
- 08. Academic Year
- 09. Semester
- 10. Teacher
- 11. Teacher Subject
- 12. Branch Subject Division Year
- 13. Class Subject
- 14. Student
- 15. Student Semester
- 16. Student Subject
- 17. Parent

#	Format
1	Download Format Preview
2	01. Course Level
3	02. Degree
4	03. Departments
5	04. Branch
6	05. Class
7	06. Division
8	07. Subject
9	08. Academic Year
10	09. Semester
11	10. Teacher
12	11. Teacher Subject
13	12. Branch Subject Division Year
14	13. Class Subject
15	14. Student
16	15. Student Semester
17	16. Student Subject
18	17. Parent

Check Status of Uploaded Data



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[Batch Scanning Status](#) [Batch Upload Status](#) | [Upload Panel](#)

Show 10 entries

Search:

#	BatchID	FileName	Total Records	Scan DateTimeStamp	Status	Count
1	COTP-B-58	Importdata/COTP_StudentSubject_20200120.csv	10	2020-08-21 11:39:32	Update	10
2	COTP-B-58	Importdata/COTP_StudentSubject_20200120.csv	10	2020-03-09 07:23:50	Update	10
3	COTP-B-58	Importdata/COTP_StudentSubject_20200120.csv	10	2020-01-20 16:36:13	Insert	10
4	COTP-B-57	Importdata/COTP_TeacherSubject_20200120.csv	5	2020-01-20 16:27:24	Insert	5
5	COTP-B-56	Importdata/COTP_Teacher_20200120.csv	5	2020-01-20 16:15:03	Insert	5
6	COTP-B-55	Importdata/COTP_Student.csv	10	2020-01-20 16:02:45	Insert	10
7	COTP-B-54	Importdata/COTP_StudentSubject.csv	3	2019-09-16 11:52:35	Subject Not Found	3
8	COTP-B-52	Importdata/COTP_StudentSubject.csv	9	2019-09-16 11:07:54	Subject Not Found	3
9	COTP-B-52	Importdata/COTP_StudentSubject.csv	9	2019-09-16 11:07:54	Insert	6
10	COTP-B-51	Importdata/COTP_StudentSubject.csv	9	2019-09-16 11:04:34	Semester Not Found	9

Showing 1 to 10 of 59 entries

Previous [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) Next

Ability to Download Error Records, Rectify and Re-Upload



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Pune



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School Admin
SchoolID : COTP
Group ID : AICTE

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Batch Upload Status Upload Panel Batch Scanning Status

#	BatchID	TimeStamp	FileName	Uploaded By	Total Records	Search: <input type="text"/>
1	COTP-B-58	2020-01-21 03:35:33	Importdata/COTP_StudentSubject_20200120.csv	Annaso	10	Scan Process Download Error Records
2	COTP-B-57	2020-01-21 03:27:09	Importdata/COTP_TeacherSubject_20200120.csv	Annaso	5	Scan Process Download Error Records
3	COTP-B-56	2020-01-21 03:14:51	Importdata/COTP_Teacher_20200120.csv	Annaso	5	Scan Process Download Error Records
4	COTP-B-55	2020-01-21 03:01:28	Importdata/COTP_Student.csv	Annaso	10	Scan Process Download Error Records
5	COTP-B-54	2019-09-16 10:52:13	Importdata/COTP_StudentSubject.csv	SSP-Class	3	Scan Process Download Error Records
6	COTP-B-53	2019-09-16 10:51:45	Importdata/COTP_TeacherSubject.csv	Ashish Jena	3	Scan Process Download Error Records
7	COTP-B-52	2019-09-16 10:07:31	Importdata/COTP_StudentSubject.csv	Patil	9	Scan Process Download Error Records
8	COTP-B-51	2019-09-16 10:04:09	Importdata/COTP_StudentSubject.csv	Ashish Jena	9	Scan Process Download Error Records
9	COTP-B-50	2019-09-16 09:17:06	Importdata/COTP_TeacherSubject.csv	SSP-1	4	Scan Process Download Error Records
10	COTP-B-49	2019-09-16 09:13:46	Importdata/COTP_TeacherSubject.csv	Ashish Jena	4	Scan Process Download Error Records

Showing 1 to 10 of 58 entries

Previous 1 2 3 4 5 6 Next

Send Welcome Email with Credentials to Teachers

https://smartcookie.in/core/Send_Msg_Teacher.php



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Pune



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School Admin
SchoolID : COTP
Group ID : AICTE

Leaderboard Dashboard Master Points Points Status Sponsor Map Purchase Points Profile Logs Report Search

School Analytics Upload Panel Point Summary Data Quality Report Single File Upload 360 Feedback Report

School Average Points Distributions Statistics Student Blog AICTE Info

Send SMS/EMAIL to Teachers

[Send SMS To All](#) 

[Send Email To All](#) 

[Send SMS/ Email to Teachers](#)

Select Department: Computer Engineering

Send To: All Teachers Start From: Record Limit: Search

Select Message to Send: welcometeacherfromscadmin Select Email-ID*: protsahanbharati@aicte-india.org

Show 10 entries

Sr. No.	Teachers ID	Name/Phone No.	Email ID	Department	SMS Status	EMAIL Status	TimeStamp(SMS/Email)	Send SMS/Email
1	410502023	ARCHANA BHASKAR PATIL(9881356246)	abp.comp@cotp.com	Computer Engineering	Unsent	Unsent	SMS : Email :	Send SMS Send Email
2	411117028	Vijay Motiram Khadse(9860003719)	vmk.comp@cotp.com	Computer Engineering	Unsent	Unsent	SMS : Email :	Send SMS Send Email
3	410502010	Satish Shivaji Kumbhar(9860574798)	ssk.comp@cotp.com	Computer Engineering	Unsent	Unsent	SMS : Email :	Send SMS Send Email

Similarly Send Welcome Email with Credentials to Students

https://smartcookie.in/core/Send_Msg_Student.php

Welcome Ashish Jena | Sign Out

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School Admin
SchoolID : COTP
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Leaderboard Dashboard Master Points Points Status Sponsor Map Purchase Points Profile Logs Report Search

School Analytics Upload Panel Point Summary Data Quality Report Single File Upload 360 Feedback Report

School Average Points Distributions Statistics Student Blog AICTE Info

Send Email To All @

Send SMS/EMAIL to Student

Send SMS/ Email to Student

Select Department: Select Department Select Class: Select Class

Send To: All Student Start From: Record Limit: Search

Select Message to Send: Select Id Select Email-ID*: Select Id

Show 10 entries Search:

Sr. No.	StudentStd_PRN	Name/Phone No.	Email ID	Department	Class	SMS Status	EMAIL Status	TimeStamp(SMS/Email)	Send SMS/Email
1	111403073	SHAYAN ANWAR KHAN Phone 8975449041	shayanwar786@gmail.com	Computer Engineering	Final B.Tech	Unsent	Unsent	SMS : Email :	Send SMS Send Email
2	111403065	Lahoti Akshay Sanjay Phone 9987985460	sanjay_lahoti2002@yahoo.com	Computer Engineering	Final B.Tech	Unsent	Unsent	SMS : Email :	Send SMS Send Email

Track / View By Department Login Status of Teacher



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Pune



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Group ID : AICTE

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Department Wise Summary Report Of Teachers

Show 10 entries Search:

Sr.No.	Department Name	Total Teachers	Email ID's	Email Send	Email Send Percent	Phone Number	SMS Send	SMS Sent Percent	Accept Terms	Agreement Accept Percent	First Login Count	First Login Percent	Last Login Count	Last Login Percent	Water Point Balance	Blue Point Balance
1	Computer Engineering	19	19	4	0.76%	18	0	0%	6	1.14%	4	0.76%	3	0.57%	2	5
2	Electronics and Telecommunication	0	0	0	0%	0	0	0%	0	0%	0	0%	0	0%	0	0

Showing 1 to 2 of 2 entries Previous Next

Grand Total	Total Teachers	Email ID's	Email Send	Email Send Percent	Phone Number	SMS Send	SMS Sent Percent	Accept Terms	Agreement Accept Percent	First Login Count	First Login Percent	Last Login Count	Last Login Percent	Water Point Balance	Blue Point Balance
Grand Total	19	19	4	21.05%	18	0	0%	6	31.58%	4	21.05%	3	15.79%	2	5

Similar Tracking of Login Status of Students



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Group ID : AICTE

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[Student Blog](#) [AICTE Info](#)

Department Wise Summary Report Of Student

Show entries Search:

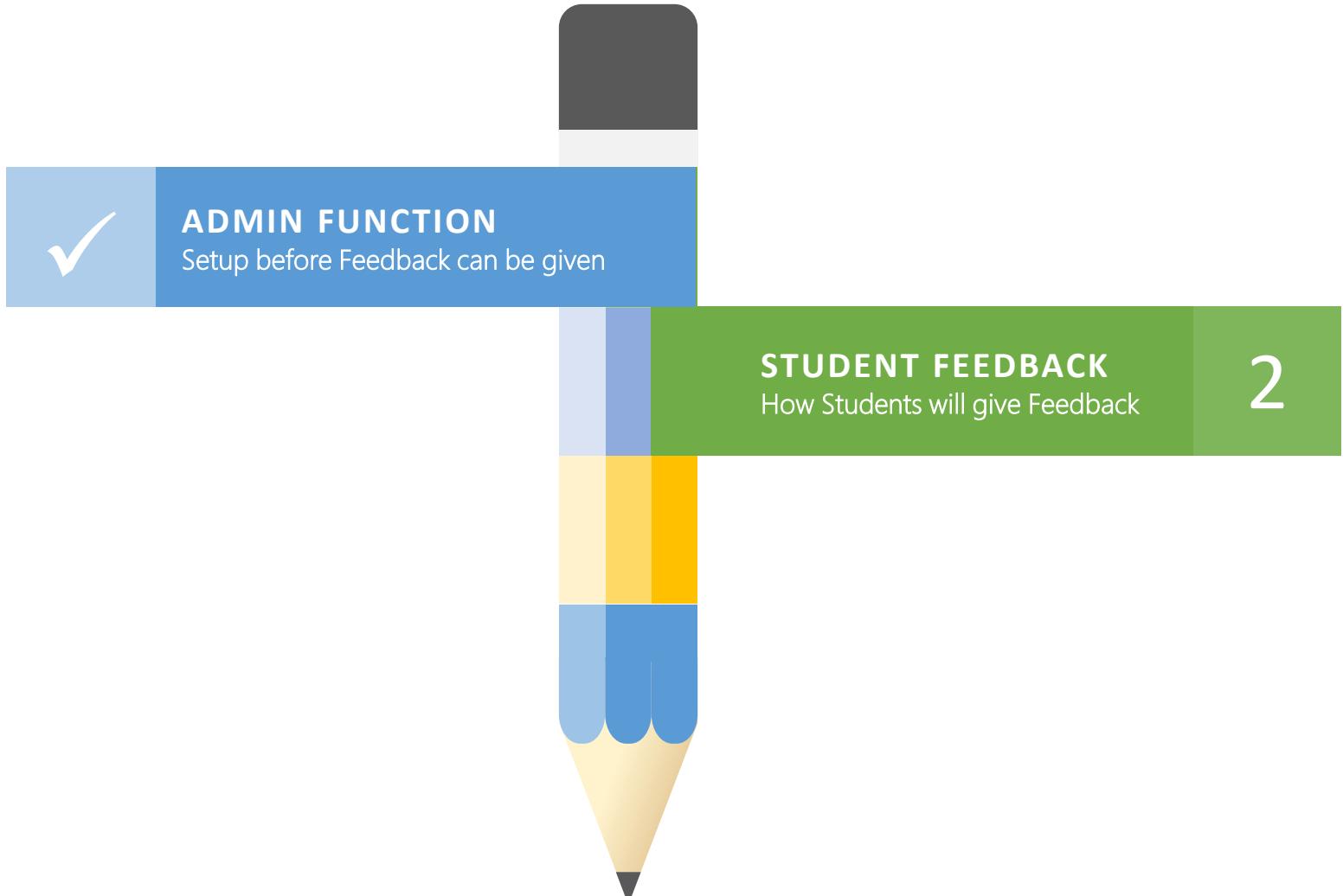
Sr.No.	Department Name	Total Student	Email ID's	Email Send	Email Send %	Phone Number	SMS Send	SMS Sent %	Accept Terms	Agreement Accept %	First Login Count	First Login %	Blue Points Balance for Distribution	Blue Points Distributed	Green Po Recd as Rewards
1	(Blank)	62	0	0	0%	0		0%	0	0%	0	0%	0	0	0
2	Computer Engineering	3	3	0	0%	3	0	0%	3	100%	2	66.67%	0	0	132
3	Electronics and Telecommunication	0	0	0	0%	0	0	0%	0	0%	0	0%	0	0	0

< >

Showing 1 to 3 of 3 entries Previous Next

Grand Total	Total Student	Email ID's	Email Send	Email Send %	Phone Number	SMS Send	SMS Sent %	Accept Terms	Agreement Accept %	First Login Count	First Login %	Blue Points Balance for Distribution	Blue Points Distributed	Green Points Recieved as Rewards
Grand Total	65	3	0	0%	3	0	0%	3	4.62%	2	3.08%	0	0	132

Now let us see STUDENT FEEDBACK



STUDENT FEEDBACK



360 Degree Feedback



Student Feedback



Teacher/Hod/Principal
Feedback



School Admin

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After Login, Select AICTE Feedback

SmartCookie ≡

 Arjun Digrajkar
(Student Coordinator)
Member ID : 89013

-  Dashboard
-  Logs
-  SmartCookie Coupons
-  Points
-  Requests
-  My Subjects
-  Add Subject
-  Sponsor Map
-  Sponsor Coupons
-  Suggest Sponsor
-  My Parent
-  AICTE Feedback
-  Blog

DashBoard

277 Reward Points

942 ThanQ Points

394 Water Points

35 Friendship Points

0 Family Points

30 Brown Points

Generate SmartCookie Coupon

Select Point Type:

Select Point:

SmartCookie Coupons

Sr.No.	Coupon Id	Amount	Generation Date	Validity Date	Show
1	1073212602714	100	2020-08-27 11:58:30	2021-02-26 11:58:30	show
2	1061859298360	80	2020-05-08 18:55:56	2020-11-07 18:55:56	show
3	1060109623815	80	2020-05-08 12:06:31	2020-11-07 12:06:31	show
4	1056748250266	29	2020-03-28 13:12:22	2020-09-27 00:00:00	show
5	1055797785957	50	2020-03-28 13:12:11	2020-09-27 00:00:00	show

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17

Select Subject and Give the Feedback

SmartCookie ≡

Arjun Digrajkar Home > AICTE Feedback

AICTE Feedback

Workshop /Manufacturing Practices

Teacher Name - Sandip Pawar

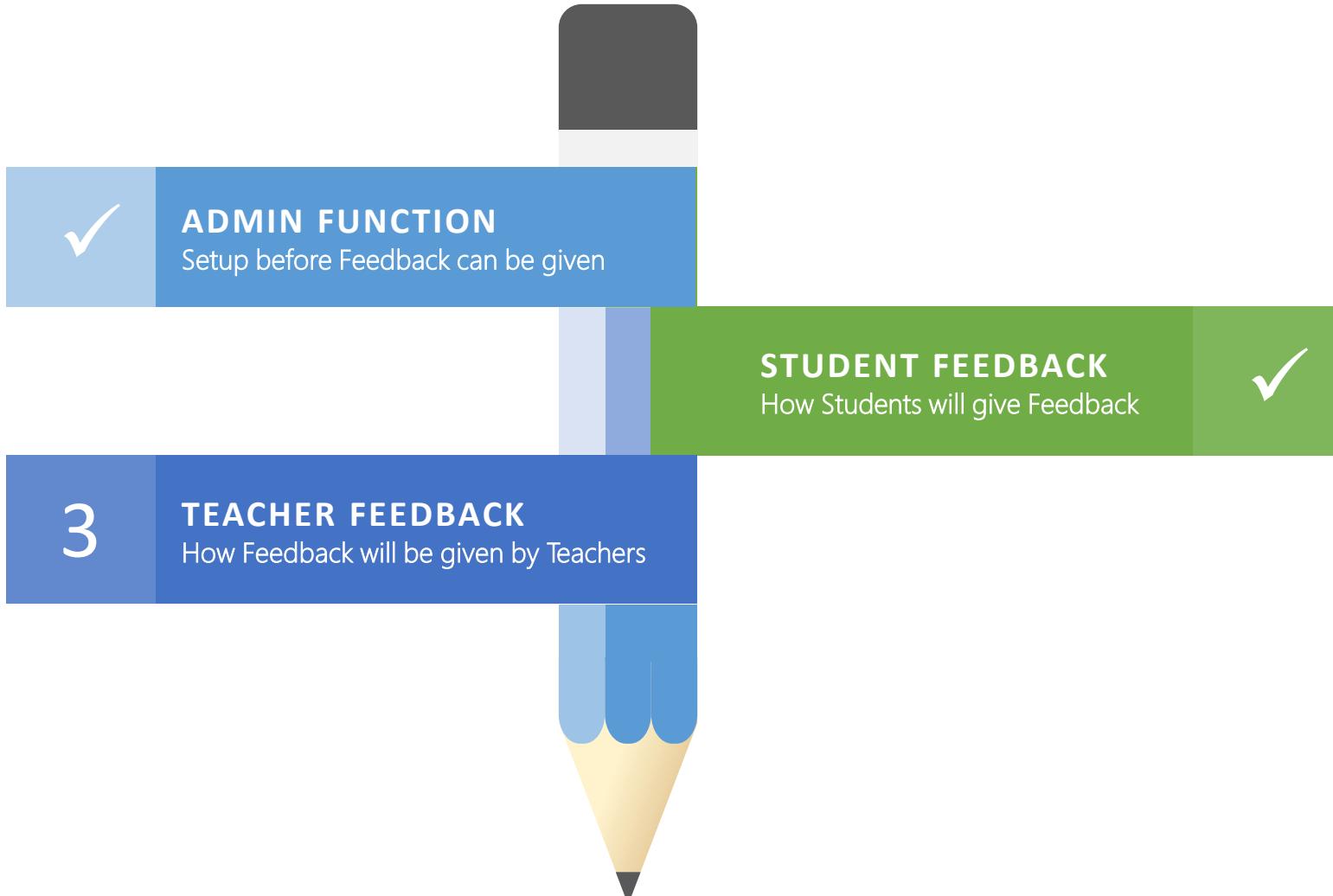
NO	QUESTIONS	RATING
1	Has the Teacher covered entire Syllabus as prescribed by University / College / Board ?	★★★★★
2	Has the Teacher covered relevant topics beyond syllabus	★★★★★
3	Effectiveness of Teacher in terms of:	
3.a	Technical content/course content	★★★★★
3.b	Communication skills	★★★★★
3.c	Use of teaching aids	★★★★★
4	Pace on which contents were covered	★★★★★
5	Motivation and inspiration for students to learn	★★★★★
6	Support for the development of Students' skill	Very Good
6.a	Practical demonstration	★★★★★
6.b	Hands on training	★★★★★
7	Clarity of expectations of students	★★★★★
8	Feedback provided on Students' progress	★★★★★

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Student Feedback from APP



What have We Covered is Admin and Student, now Teacher



TEACHER FEEDBACK



360 Degree Feedback



Student Feedback



Teacher/Hod/Principal
Feedback



School Admin

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After Login, Various Options for Feedback

Based on the Position i.e. if he / she is a Teacher, HOD or Principal, Different Options would be visible

TEACHER

- Teaching Process
- Contribution to Society

HOD

- Teaching Process
- Contribution to Society
- Departmental Activities (Other Teachers)

PRINCIPAL

- Teaching Process
- Contribution to Society
- Departmental Activities
- Institute Activities
- ACR

(Departmental Activities / Institute Activities / ACR for Other Teachers)

After Login, Select AICTE Feedback

SMART COOKIE
Student / Teacher Rewards Program

Vijay Motiram Khadse (Teacher)
Member ID :21268

MAIN NAVIGATION

- Dashboard
- AICTE Feedback Details** (circled in red)
- Sponsor Coupons
- SmartCookie Coupon
- Other Activities
- Sponsors
- Search Student
- Logs
- Leaderboard

1738 Reward Points 752 ThanQ Points 80 Brown Points 537 Water Points

DASHBOARD

Sr. No.	Student ID	Name	Image	Type	Class	Assign Points	Student Coordinator
1	111401020	Arjun Digrakar			Final B.Tech	<button>Assign</button>	<input checked="" type="checkbox"/>
2	111403031	Vinaya Dhanraj Patil			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>
3	111403065	Lahoti Akshay Sanjay			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>
4	111403071	Shadab Khan			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>
5	111403073	Shayan Anwar Khan			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>
6	111405054	Rahul Raju Sonawane			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>
7	111405057	Vaibhav Mihind Verlekar			Final B.Tech	<button>Assign</button>	<input type="checkbox"/>

After Login, Select AICTE Feedback

SMART COOKIE
Student / Teacher Rewards Program

Vijay Motiram Khadse (Teacher)
Member ID :21268

MAIN NAVIGATION

- Dashboard**
- AICTE Feedback Details**
 - Teaching Process
 - Contribution to Society
- Sponsor Coupons**
- SmartCookie Coupon**
- Other Activities**
 - Sponsors**
 - Search Student**
 - Logs**
 - Leaderboard**

1738 Reward Points

Own Points 537 Water Points

classes	Actual_classes	Image	Action
42		<input type="button" value="Edit"/>	<input type="button" value="Delete"/>
50		<input type="button" value="Edit"/>	<input type="button" value="Delete"/>
35		<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

Add Teaching Subject Schedule

Choose Course Name

Choose Semester

Enter your schedule classes

Enter your actual classes

Choose Image

Browse... No files selected.

Submit Close

After Login, Select AICTE Feedback

SMART COOKIE
Student / Teacher Rewards Program

Vijay Motiram Khadse (Teacher)
Member ID :21268

MAIN NAVIGATION

- Dashboard
- AICTE Feedback Details
- Teaching Process
- Contribution to Society
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1738 Reward Points 752 ThanQ Points 80 Brown Points 537 Water Points

Contribution To Society

Sr.No.	Course Level	Activity Name	Sender Teacher Id	Sender Teacher Name	Receiver Teacher Id	Receiver Teacher Name	Academic Year	Department	Image	Action
1	UG	Yoga								<button>Edit</button> <button>Delete</button>
2	UG	Swacch Bharat Abhiyan								<button>Edit</button> <button>Delete</button>

Add

Add Activity

Select Department: Computer Engineering

Select Teacher Name: Vijay Motiram Khadse

Select Semester: Select Semester

Select Activity: Select Activity

Choose Image: Browse... No files selected.

Submit

Additional Options in HOD

HOD Features -> Self Reporting as Teacher and
Departmental Activities of Other Teachers

- Teaching Process
- Contribution to Society
- Departmental Activities for other Teachers

As HOD, Additional Option of Departmental Activities

SMART COOKIE
Student / Teacher Rewards Program

Amol Thange (HOD)
Member ID :21273

MAIN NAVIGATION

- Dashboard
- AICTE Feedback Details
- Teaching Process
- Departmental Activities
- Contribution to Society
- Sponsor Coupons
- SmartCookie Coupon
- Other Activities
- Sponsors
- Search Student
- Logs
- Leaderboard

Reward Points 774

ThanQ Points 115

Brown Points 185

Water Points 0

Departmental Activities

Add	Sr.No.	Course Level	Action
	1	UG	Edit Delete
	2	PG	Edit Delete
	3	UG	Edit Delete
	4	UG	Edit Delete
	5	PG	Edit Delete
	6	UG	Edit Delete

Add Activity

Select Department: Computer Engineering

Select Teacher Name: Select Teacher

Select Semester: Select Semester

Select Activity: Select Activity

Choose Image: Browse... No files selected.

Submit

Additional Options as Principal

Principal Features -> if Teaching Then Self Reporting as Teacher, Departmental, Institute and ACR for other Teachers

- Teaching Process
- Contribution to Society
- Departmental Activities for other Teachers
- Institute Activities for other Teachers
- ACR for other Teachers

As Principal, Additional Options

SMART COOKIE
Student / Teacher Rewards Program

Avi Kulkarni (Principal)
Member ID :21274

MAIN NAVIGATION

- Dashboard
- AICTE Feedback Details
 - Teaching Process
 - Departmental Activities
 - Institute Activities
 - ACR**
- Contribution to Society
- Sponsor Coupons
- SmartCookie Coupon
- Other Activities
- Sponsors
- Search Student
- Logs

0 Reward Points 2 ThanQ Points 435 Brown Points 0 Water Points

ACR

Add

Sr.No.	Course Level
1	UG
2	UG
3	UG
4	UG
5	UG
6	UG
7	UG

Add Activity

Select Department:

Select Teacher Name:

Select Year:

Select Activity:

Select Rating:

Choose Image

Satisfactory

Good

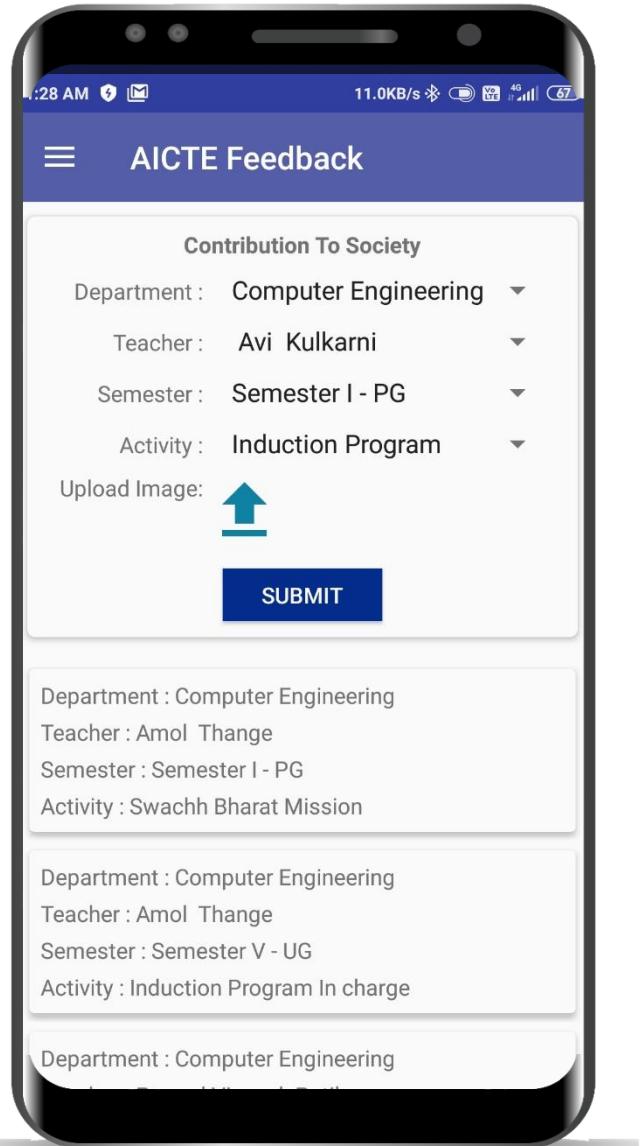
Very Good

Excellent

Extraordinary

Action
Action
Action
Action
Action
Action
Action
Action

Teacher APP for Feedback



Final 360 Degree Report for the Teacher



College of Technology, Pune

Pune



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Member ID : SA00000014581

School Admin
SchoolID : COTP
Group ID : AICTE

Leaderboard	Dashboard	Master	Points	Points Status	Sponsor Map	Purchase Points	Profile	Logs	Report	Search	School Analytics
Upload Panel	Point Summary	Data Quality Report	Single File Upload	360 Feedback Report	School Average Points Distributions			Statistics			
Student Blog	AICTE Info										

List of Teachers						
Search by Year: <input type="button" value="Current year"/> <input type="button" value="Submit"/>						
Search By: <input type="button" value="Select"/> <input type="text" value="Search..."/> <input type="button" value="Search"/> <input type="button" value="Reset"/>						
Sr. No.	Profile Picture	Teachers ID	Teachers Name	Email ID/Phone No.	Department	View Report
1		410502023	Archana Bhaskar Patil	abp.comp@cotp.com 9881356246	Computer Engineering	
2		363636	Avi Kulkarni	avi@blueplanetsolutions.com 9735680605	Computer Engineering	
3		576065	Hrishi Ghule	rishighule3016@gmail.com 7020436197	-1	



Final 360 Degree Report for the Teacher

360 Degree Feedback Report

Select Year

2020-2021

Submit

Teacher Name	Present Position	Academic year
ARCHANA BHASKAR PATIL	teacher	2020-2021

A) Teaching Process (Max Point 25)

Semester	Course Code	No. Of Scheduled Classes	No. Of Actually Held Classes	Point Earned	Enclosure No.
Semester II	BSC-201	20	18	22.5	
Semester I	HSMC-201	60	58	24.17	
		Total		23.34	

B) Student Feedback (Max Point 25)

Semester	Course Code/Name	Average Student Feedback	Enclosure NO.
Semester II	BSC-201	20	
Semester II	ESC-201	23.73	
Semester I	HSMC-201	10	
	Total	17.91	

C) Departmental Activity (Max Credit 20)

Semester	Activity Code/Name	Credit Point	Criteria	Enclosure NO.
Semester III	Industrial visit in charge	3		
Semester I	Student Association / Chapter Coordinator	3		
Semester V	Practical/ Exam Time table in charge	3		
	Total	6		

D) Institute Activity (Max Credit 10)

Semester	Activity	Credit Point	Criteria	Enclosure NO.
Semester II	Rector/ Warden/ Canteen	4		
Semester VI	Exam Activities/Duties	4		
	Total	4		

E) ACR (Max Credit 10)

Year	Activity	Credit Point	Criteria	Enclosure NO.
2020-2021	ACR	9	Excellent	
	Total			

F) Contribution To Society (Max Credit 10)

Semester	Activity	Credit Point	Criteria	Enclosure NO.
Semester IV	Blood Donation	5		
Semester II	Swachh Bharat Mission	5		
Semester III	Induction Program	5		
Semester II	Blood Donation	5		
	Total			

View Current Status of 360 Degree Feedback



College of Technology, Pune

Pune



Welcome Ashish Jena | Sign Out

Member ID :SA00000014581

School Admin
SchoolID : COTP
Group ID : AICTE

[Leaderboard](#) [Dashboard](#) [Master](#) [Points](#) [Points Status](#) [Sponsor Map](#) [Purchase Points](#) [Profile](#) [Logs](#) [Report](#) [Search](#) [School Analytics](#)

[Upload Panel](#) [Point Summary](#) [Data Quality Report](#) [Single File Upload](#) [360 Feedback Report](#) [School Average Points Distributions](#) [Statistics](#)

[Student Blog](#) [AICTE Info](#)

360 feedback

Academic Year

Department

Submit

Entity	360 Feedback Given	360 Feedback Not Given	Total	Percentage
Student Feedback	22	44	66	33.33 %
Teaching Process	14	18	32	43.75 %
Department	5	1	6	83.33 %
Institute	4	0	4	100 %
ACR	4	0	4	100 %
Society	11	21	32	34.38 %



Links for Access



<http://bit.ly/AICTE-360degreefeedback>

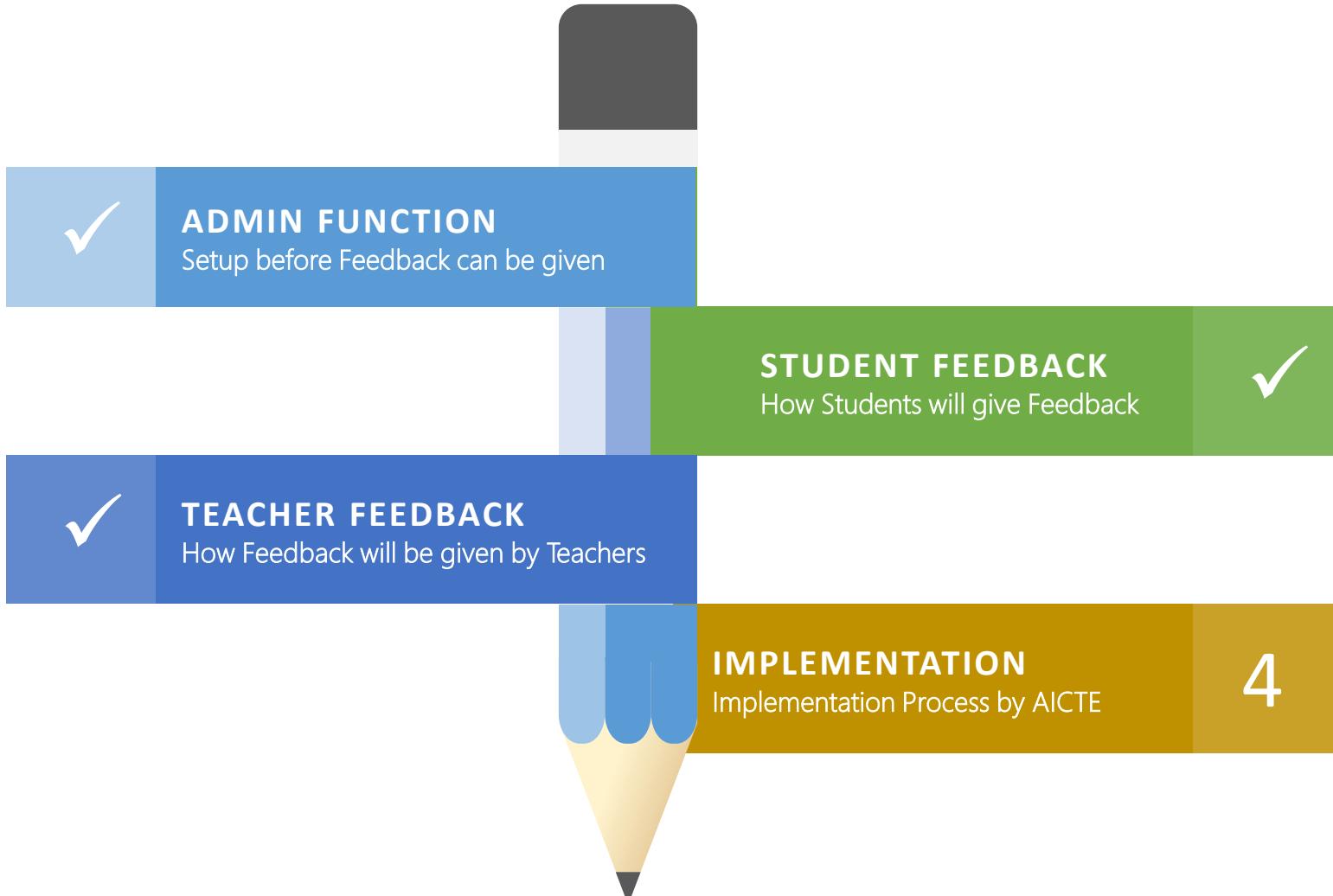


<http://bit.ly/SmartTeacher>



<http://bit.ly/SMartStudent>

We have covered All, Next Step Implementation



Next Steps - Implementation



**Implementation Process will be
Defined by AICTE**

Any Questions



?



Thank You

Website: www.smartcookie.in



SMART COOKIE
Student / Teacher Rewards Program



Implementation Manual for

AICTE 360 Degree Feedback Capture and Reporting System

Overview

Protsahan Bharati / Smart Cookie is a Student-Teacher reward platform where students from colleges are rewarded for performing well in any day-to-day activity by their Teachers. Primarily, it is an effort to make the whole process of education more fun, interactive and most importantly, ‘Rewarding’ because a person who feels appreciated will always do more than what is expected.

Currently in association with AICTE we are implementing the 360 Degree Feedback for Teachers as part of their requirement for the 7th pay commission.

The 360-Degree Feedback is based on the following parameters.

- a. Teaching Process (Max 25 Points)*
- b. Students' Feedback (Max 25 Points)*
- c. Departmental Activities (Max 20 Points)*
- d. Institute Activities (Max 10 Points)*
- e. ACR (Max 10 Points)*
- f. Contribution to Society (Max 10 Points)*

Contents

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Section C – Guidelines to upload Filled Data Templates		
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Section -A

Data Requirement & Implementation Process

Data Requirement

To enable this feedback, we would require the data listed below.

The Data is categorized into 4 Different Categories.

1. Organization Data
 - a. Departments
 - b. Course Level
 - c. Degree
 - d. Branch
 - e. Class
 - f. Division
2. Entities / Masters
 - a. Students
 - b. Teachers
 - c. Subject
 - d. Semester
 - e. Activity
3. Mapping Data
 - a. Teacher – Subject
 - b. Student – Subject
 - c. Student – Semester
4. Time Capsule Data
 - a. Academic Year
 - b. Branch – Subject – Division – Year

Implementation Steps

Login Details

1. Email ID registered with AICTE for all correspondence
2. School ID / Institute ID is the AICTE Permanent ID
3. Initial Password is the AICTE Permanent ID

Once you enter the password, you will be required to accept the standard terms and conditions after which the person logging in would have to change the password on first login.

Section-B

General Guidelines

to fill the

Standard Data

Formats

Guidelines to fill Standard Data Input Formats

After Creating the new updated password, the School Admin can login and Upload Data after creating the data files as specified in the files attached formats in the given order.

1. Department
2. Course Level
3. Degree
4. Branch
5. Class
6. Division
7. Semester
8. Academic Year
9. Student
10. Teacher
11. Subject
12. Branch-Subject-Div-Year
13. Teacher Subject
14. Student Semester
15. Student Subject

Please Double Click on the Excel Icon to Open the Required Files

1. Departments



Department.csv

Description of Fields

a. **SchoolID**

AICTE Permanent ID provided by AICTE

b. **DepartmentCode**

Short Name / Code of the Department.

c. **DepartmentName**

Name of the Department

d. **DepartmentID**

If you have deployed an internal computerized system at your school / college you can provide this Internal DepartmentID if any.

e. **EstablishmentYear**

Year in which this department began in your school / college.

f. **PhoneNo**

Phone Number of this department.

g. **FaxNo**

Fax number of this department.

- h. EmailID
Email ID of this department.
- i. IsEnabled
If this department is currently active in the system then IsEnabled is True else you need to set it to False.

SchoolID	DepartmentCode	DepartmentName	DepartmentID	EstablishmentYear	PhoneNo	FaxNo	EmailID	IsEnabled
1-441962951	CSE	Computer Engineering	1	2007	2164271462		computer.dte@gmail.com	1
1-441962951	CIL	Civil Engineering	2	2007	2164271462		civil.dte@gmail.com	1
1-441962951	ELE	Electronics	3	2007	2164271462		electronics.dte@gmail.com	1

**** DepartmentCode and DepartmentID entry should not be same into template**

2. Course Level

This is the streams taught at the school / college. This would be

- a. UG – Under Graduation
- b. PG – Post Graduation
- c. PhD
- d. Diploma
- e. Etc...



CourseLevel.csv

Description of Fields

- a. **SchoolID**
AICTE Permanent ID provided by AICTE
- b. **ExtCourseLevelID**
If you have deployed an internal computerized system at your school / college you can provide this Internal CourseLevelID if any.
- c. **CourseLevel**
As described you need to enter the relevant course levels taught at the school / college.

SchoolID	ExtCourseLevelID	CourseLevel
1-441962951	1	Diploma
1-441962951	2	UG
1-441962951	3	PG
1-441962951	4	Doctorate

**** ExtCourseLevelID should not be same for different fields.**

3. Degree

This is where we define the different degrees offered in the school / college like.

- a. B.A.
- b. B.Com.
- c. B.Tech
- d. B.E.
- e. M.A.
- f. M.Com.
- g. M.Tech.
- h. ME
- i. Etc...



DegreeMaster.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE
- b. DegreeID
If you have deployed an internal computerized system at your school / college you can provide this Internal DegreeID if any.
- c. DegreeName
Full Description of Degree as explained
- d. DegreeCode
Short Name of the Degree's offered
- e. CourseLevel
As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc.

SchoolID	DegreeID	DegreeName	DegreeCode	CourseLevel
1-441962951	1	Diploma Engineering	DE	Diploma
1-441962951	2	Bachelor of Engineering	BE	UG
1-441962951	3	Master of Engineering	ME	PG
1-441962951	4	Doctor of Philosophy	P.hd.	Doctorate

4. Branch

This is the sub division of the department.



BranchMaster.csv

Description of Fields

a. **SchoolID**

AICTE Permanent ID provided by AICTE

b. **BranchID**

If you have deployed an internal computerized system at your school / college you can provide this Internal BranchID if any.

c. **BranchName**

Name of Branch

d. **Specialization**

Specialization taught at this Branch.

e. **Duration**

The Duration in terms of years that the degree offered at this Branch.

f. **.IsEnabled**

If this Branch is currently active in the system, then IsEnabled is True else you need to set it to False.

g. **DepartmentName**

Name of the Department where this branch is part of.

h. **CourseLevel**

As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc.

SchoolID	BranchID	Branch	Specialization	Duration	.IsEnabled	DepartmentName	CourseName
1-441962951	1	Digital Communication	Digital Communication	3	1	Electronics	UG
1-441962951	2	VLSI and Embedded	Digital Communication	3	1	Electronics	UG

DepartmentName :- Enter Same name Department name entered into Department File. (File No. 1)

CourseName :- Enter Same course level entered into Course Level File. (File No. 2)

5. Class

This is where we define the Class as F.Y. B.Tech, S.Y. B.Tech, etc.



Class.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE
- b. Class
List of Class at the school / college like
 - 1. F.Y. B.Com
 - 2. S.Y. B.Com
 - 3. T.Y. B.Com
 - 4. F.Y. B.Tech
 - 5. S.Y. B.Tech
 - 6. T.Y. B.Tech
 - 7. Etc.
- c. ClassID
If you have deployed an internal computerized system at your school / college you can provide this Internal BranchID if any.
- d. CourseLevel
As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc.

SchoolID	Class	ClassID	CourseLevel
1-441962951	F.Y. Electronics	1	UG
1-441962951	S.Y. Electronics	2	UG
1-441962951	F.Y. Civil	3	UG
1-441962951	S.Y. Civil	4	UG

ClassID :- 1) Should be Numeric.

2) Value should not be same. Keep same sequence 1-2-3-4.

6. Division

This is where we define the divisions of the School / College like Division A, B, C or Division 1,2,3 etc.



DivisionMaster.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE
- b. DivisionID
If you have deployed an internal computerized system at your school / college you can provide this Internal ID if any.
- c. Division
As in definition this is the list of Divisions in the School / College.

SchoolID	DivisionID	Division
1-441962951	1	Div A
1-441962951	2	Div B
1-441962951	3	Div C
1-441962951	4	Div D

DivisionID:- 1) Should be Numeric.

2) Value should not be same. Keep same sequence 1-2-3-4.

7. Semester



SemesterMaster.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE.
- b. BranchID
If you have deployed an internal computerized system at your school / college you can provide this Internal ID if any.
- c. SemesterID
If you have deployed an internal computerized system at your school / college you can provide this Internal ID if any.

- d. SemesterName
This is where the semester names like Semester 1, Semester 2 etc. are defined.
- e. SemesterCredit
Sum of Marks/Credits of the course / subjects conducted in that semester.
- f. IsRegularSemester
If the semester is applicable to every student then IsRegularSemester is set to True and if it is an optional semester applicable to selected students then it is set to False.
- g. BranchName
Branch where this semester is applicable, if you have defined Branch ID then this is optional
- h. DepartmentName
Department where this semester is applicable, if you have defined Branch ID then this is optional.
- i. DepartmentID
If Branch ID or Semester ID is defined then this is optional else you would need to enter the Department ID as defined in the Department list.
- k. CourseLevel
As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc., if you have defined Branch ID then this is optional
- l. Class
Class where semester is applicable.
- m. IsEnabled
If this is the current semester of that Class / Branch / Department then IsEnabled set to True and all other semesters for that Class / Branch / Department need to be set to False.

SchoolID	BranchID	SemesterID	SemesterName	SemesterCredit	IsRegularSemester	BranchName	DepartmentName	DepartmentID	CourseLevel	Class	IsEnabled
1-441962951	1	1	Semester 1	5	1	Digital Communication	Electronics	3	UG – Under Graduation	F.Y. Electronics	1

8. Academic Year



AcademicYear.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE.
- b. YearID
If you have deployed an internal computerized system at your school / college you can provide this Internal ID if any.
- c. AcademicYear

List of Academic Years offered at the School / College like 2014-15, 2015-16, 2016-17 etc.

d. Year

This is the beginning year i.e 2014, 2015, 2016 etc.

e. IsEnabled

This is the current year that is in operation like 2016 will be set to True all others will be set to False.

SchoolID	YearID	AcademicYear	Year	IsEnabled
1-441962951	15	2015-2016	2015	0
1-441962951	16	2016-2017	2016	0
1-441962951	17	2017-2018	2017	0
1-441962951	18	2018-2019	2018	1
1-441962951	19	2019-2020	2019	0

9. Student



Student.csv

a. SchoolID

AICTE Permanent ID provided by AICTE

b. StudentPRN

Student PRN provided by University or Internal Student id

c. StudentName

Full Name of Student

d. PhoneNo

Phone number of student

e. BranchName

Branch where this semester is applicable, if you have defined Branch ID then this is optional

f. YearID

Current Academic Year Id

g. Gender

Gender of Student

h. EmailID

Student Email id

i. Country

Country of Student.

j. FatherName

Student Father Name

- k. DOB
Student Birth of date.
- l. Class
Student class
- m. PermanentAddress
Student Permanent address
- n. City
Student city
- o. TemporaryAddress
Temporary address of student.
- p. PermanentVillage
- q. PermanentTaluka
- r. PermanentDistrict
- s. PermanentPincode
- t. InternalEmailID
- u. Specialization
Student Specialization
- v. CourseLevel
As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc., if you have defined Branch ID then this is optional
- w. AcademicYear
Current academic Year
- x. Department
Department where this semester is applicable, if you have defined Branch ID then this is optional.

SchoolID	Student PRN	StudentName	PhoneNo	BranchName	Year ID	Gender	EmailID	Country	FatherName	DOB	Class
1-441962951	1800100016	Jagadale Sonali Shankar	9423457810	Electronics	18	Female	sonali@gmai.com	India	Shankar	01-06-2002	F.Y. Electronics
1-441962951	1800100225	Ghadage Haridas dattartra	9423703018	Electronics	18	Male	Hari@yahoo.com	India	D	21-07-2001	F.Y. Electronics
1-441962951	1800100129	Patil Sanika Sanjay	9987654321	Electronics	18	Female	sanika@gmaill.com	India	Sanjay	02-06-2002	F.Y. Electronics
1-441962951	1800100210	Suryavanshi Aditya Ramesh	9827503010	Electronics	18	Male	aditya@gmai.com	India	Ramesh	03-04-2001	F.Y. Electronics

PermanentAddress	City	TemporaryAddress	PermanentVillage	PermanentTaluka	PermanentDistrict	PermanentPincode	InternalEmailID	Specialization	CourseLevel	AcademicYear	Department
Kolhapur	Ichalkaranji	Karad	Ichalkaranji	Hatkanganale	Kolhapur	416115	sonali@gmai.com	Electronics	UG – Under Graduation	2019	Electronics
Solapur	Solapur	Karad	Solapur	North Solapur	Solapur	416789	hari@yahoo.com	Electronics	UG – Under Graduation	2019	Electronics
Sangli	Tasgaon	Karad	Tasgaon	Tasgaon	Sangli	410125	sanika@gmaill.com	Electronics	UG – Under Graduation	2019	Electronics

10.Teachers / Employees



Teacher.csv

Description of Fields

- a. SchoolId
AICTE Permanent ID provided by AICTE.
- b. EmployeeRegCode
Teacher Code by which they would be unique to the system.
- c. EmployeeName
Name of the Teacher
- d. Mobile
Phone Number of the Teacher
- e. DeptName Name of the Department
Internal Department name where the Teacher is attached to.
- f. DeptID
Internal Department name where the Teacher is attached to.
- g. Gender
Gender of the Teacher, Male / Female
- h. EmailID
Email ID of the Teacher which will be used for login into the system.
- i. Country.
- j. City
- k. PermanentAddress
- l. DOB
Date of birth of teacher.
- m. IntEmail
Internal Email used by the School / College, this is optional
- n. PhoneNo
- o. AppointmentDate
- p. EmployeeType

Teaching Staff is identified as 133 or 134 ,135 identified by HOD and 137 identified by Principal and non-teaching staff is identified by any other ID.

SchoolID	EmployeeRegCode	EmployeeName	Mobile	DeptName	DeptID	Gender	EmailID	Country	City	DOB	PermanentAddress	IntEmail	PhoneNo	AppointmentDate	EmployeeType
1-441962951	1-3182333167	Rahul Mundhe	8805080100	Engineering	1	M	rahul.mundhe@gpk.ac.in	India	Karad	02-07-1983	Barshi, Solapur	gpkarad.dte@gmail.com	2164271462	07-12-2011	133
1-441962951	1-1531442989	Ram Shinde	9422914935	Engineering	1	M	rgsgpk@gmail.com	India	Karad	02-97-1983	Chikhali, Buldhana	gpkarad.dte@gmail.com	2164271462	16-01-2012	133
1-441962951	1-3180918678	Shivaji Sakhalkar	8308215125	Engineering	1	M	sakhalkarshivaji@gmail.com	India	Karad	12-07-1983	SHEGAON ROAD AMARAVATI	gpkarad.dte@gmail.com	2164271462	09-12-1985	135

1-441962951	1-3194557933	Vitthal Bandal	9421017462	Engineering	1 M	vitthalsbandal@gmail.com	India	Karad	02-07-1983	Aundh, Pune	gpkarad.dte@gmail.com	2164271462	08-07-2016	137
1-441962951	1-2708794601	Lalita Korade	9766927023	Engineering	1 M	lalita.korade@gpk.ac.in	India	Karad	02-07-1983	Baner, Pune	gpkarad.dte@gmail.com	2164271462	01-08-2015	135

11. Subject

List courses offered at the School / College.



Subject.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE.
- b. SubjectID
If you have deployed an internal computerized system at your school / college you can provide this Internal ID if any.
- c. SubjectCode
Code defined for the Subject
- d. Subject
Name of the Subject
- e. SubjectType
Type of subject like Theory / Lab
- f. SubjectShortName
Short Name for the Subject
- g. SubjectCredit
Total Marks / Credits for the Subject.

SchoolID	SubjectID	SubjectCode	Subject	SubjectType	SubjectShortName	SubjectCredit
1-441962951	22211	22211	Database management	Theory	DMS	6
1-441962951	22518	22518	Software Testing	Theory	STE	5
1-441962951	22519	22519	Steel Design	Theory	SST	5
1-441962951	22520	22520	Concrete Structures	Theory	CNS	6

12. Branch – Subject – Year – Division



Branch_Subject_Division_Year.csv

13. Teacher – Subject



TeacherSubject.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE.
- b. TeacherID
Unique ID of the Teacher as defined in the Teacher List.
- c. SubjectID
Subject ID as defined in the Subject List that this teacher teaches.
- d. SubjectCode
If Subject ID is defined, then this is optional else you would need to enter the Subject Code as defined in the Subject List.
- e. SubjectName
If Subject ID is defined, then this is optional else you would need to enter the Subject Name as defined in the Subject List.
- f. YearID
Year ID as defined in the Academic Year list.
- g. DivisionID
As defined in the Division List.
- h. Division
If Division ID is defined, then this is optional else you would need to enter the Division as defined in the Division list.
- i. SemesterID
As defined in the Semester List.
- j. Semester
If Semester ID is defined, then this is optional else you would need to enter the Semester as defined in the Semester list.
- k. BranchID
If Semester ID is defined, then this is optional else you would need to enter the Branch ID as defined in the Branch list.
- l. BranchName

If Branch ID or Semester ID is defined, then this is optional else you would need to enter the Branch name as defined in the Branch list.

m. DepartmentID

If Branch ID or Semester ID is defined, then this is optional else you would need to enter the Department ID as defined in the Department list.

n. DepartmentName

If Branch ID or Semester ID or Department ID is defined, then this is optional else you would need to enter the Department Name as defined in the Department list.

o. CourseLevel

As earlier defined in the Course upload, you need to mention the course level, UG, PG, PhD, Diploma, etc., if you have defined Branch ID then this is optional

p. AcademicYear

As defined in the Academic Year List.

SchoolID	TeacherID	SubjectID	Subject Code	Subject Name	YearID	DivisionID	Division
1-441962951	1212	125	MAT	Maths	19	1	A

Semester ID	Semester	BranchID	Branch	DepartmentID	Department	Course Level	Academic Year
2	II	5	Electronics	1	Electronics	UG	2018-19

14.Student – Semester



StudentSemester.csv

Description of Fields

a. SchoolID

AICTE Permanent ID provided by AICTE.

b. StudentID

As defined in the Student List.

c. SemesterID

As defined in the Semester List

d. SemesterName

If Semester ID is defined then this is optional else you would need to enter the Semester as defined in the Semester list.

e. YearID

Year ID as defined in the Academic Year list.

f. AcademicYear

If YearID is defined then it is optional else as defined in the Academic Year List.

- g. DivisionID
As defined in the Division List.
- h. Division
If DivisionID is defined then optional else as defined in the Division List.
- i. BranchID
As defined in the Branch List.
- j. BranchName
If BranchID is defined then optional else as defined in the Branch List.
- k. Specialization
If BranchID is defined then optional else as defined in the Branch List.
- l. DepartmentID
If BranchID is defined then optional else as defined in the Branch List or Department List.
- m. Department
If BranchID / Department ID is defined then optional else as defined in the Branch List or Department List.
- n. CourseLevelID
If BranchID / Department ID is defined then optional else as defined in the Branch List or Department List.
- o. CourseLevel
If BranchID / Department ID / CourseLevelID is defined then optional else as defined in the Branch List or Department List or Course List.
- p. IsCurrentSemester
If this is the Current Semester then it is set to True else to False

SchoolID	StudentID	SemesterID	SemesterName	YearID	AcademicYear	ExtDivisionID	Divsion
1-441962951	102030	II	S.Y.	19	2019-20	1	A

BranchID	Branch	Specialization	DepartmentID	Department	CourseLevelID	CourseLevel	IsCurrentSemester
1	Electronics	Electronics	1	Electronics	1	UG	Yes

15.Student – Subject



StudentSubject.csv

Description of Fields

- a. SchoolID
AICTE Permanent ID provided by AICTE.
- b. StudentID

- Enter Student id provided to student.
- c. SubjectCode
If Subject ID is defined then this is optional else, you would need to enter the Subject Code as defined in the Subject List.
 - d. SemesterID
As defined in the Semester List.
 - e. BranchID
As defined in the Branch List.
 - f. SubjectID
Subject ID as defined in the Subject List that the student learns.
 - g. YearID
Year ID as defined in the Academic Year list.
 - h. DivisionID
As defined in the Division List.
 - i. SubjectName
If Subject ID is defined, then this is optional else you would need to enter the Subject Name as defined in the Subject List.
 - j. Division
If DivisionID is defined, then optional else as defined in the Division List.
 - k. Semester
If Semester ID is defined, then this is optional else you would need to enter the Semester as defined in the Semester list.
 - l. Branch
If BranchID is defined, then optional else as defined in the Branch List.
 - m. Department
If BranchID / Department ID is defined, then optional else as defined in the Branch List or Department List.
 - n. CourseLevel
If BranchID / Department ID / CourseLevelID is defined, then optional else as defined in the Branch List or Department List or Course List.
 - o. AcademicYear
If YearID is defined, then it is optional else as defined in the Academic Year List.
 - p. TeacherID
As defined in the Teacher List.

SchoolID	StudentID	SubjectCode	SemesterID	BranchID
1-441962951	102030	MAT	1	1

SubjectID	YearID	DivisionID	SubjectName	Division
123	19	1	Maths	A

Semester	Branch	Department	CourseLevel	AcademicYear	TeacherID
II	Electronics	Electronics	UG	2019-20	105070

Section-C

Guideline

to

Upload

Filled

Template

Guidelines to upload Filled data templates

1. Enter URL <https://smartcookie.in>
2. Click on ‘Login’ drop-down and select “School Admin”.
3. You can login with (Email, Phone Number).
4. After successfully logged in, **School Admin** ‘Dashboard’ will appear.
5. Now, click on ‘Upload Panel’ option from the Dashboard.
6. Now, you have to fill out some options which are as follows:
 - i. On the right side you will see the option ‘Download Format’ Now, choose the appropriate option from the dropdown list and click on ‘Download Format’ button for downloading the format for the same.
 - ii. To see the downloaded, excel file: On the right side a popup will blink, click on the popup and then choose “Always allow pop-ups” option.
 - iii. Now, open the excel sheet and fill in all the details. Save the file.
 - iv. Now, go back to the ‘Upload Panel’, fill in the required details like, ‘Uploaded By’ (Your Name), Select the dropdown option for which you want to Upload.
 - v. Choose the Excel sheet in which you have saved the changes.
 - vi. Click on ‘Upload’ button.
 - vii. Now, go to ‘Batch Upload Status’ option on right side of the ‘Upload Panel’ page.
 - viii. Click on ‘Scan’ button. Now, in the Status column, you will see whether the file was successfully inserted.
 - ix. Now, go back to ‘Batch Upload Status’ and click on ‘Process’ button.

- x. Now, 'Batch Master' window will open, from the drop down list select the excel sheet which you uploaded.
- xi. Now, 'Batch Master' window is displayed which will show that your excel file was successfully uploaded.

Below is example for Login with Email Id....

(Fig 1:- Login Option for School Admin)

- 7. After Successfully login click on 'Upload Panel ' functionality

(Fig 2:- Dashboard for School Admin)

8. After that click on Drop-Down and select file and click on ‘Download Format’ button. From this option School Admin can download blank (.CSV formats) in which School Admin can fill data for respective school and then upload it using Upload Panel Option.

The screenshot shows the BPSI Health Research, Kothrud dashboard. At the top, there is a logo of a person in green and blue, followed by the text "BPSI Health Research, Kothrud India". On the right side, there are links for "Welcome Bharat Khetmalis | Sign Out", "Member ID: SA000000000125", "School Admin", and "SchoolID : BHR". Below the header, there is a navigation bar with links: Leaderboard, Dashboard, Masters, Points, Points Status, Sponsor Map, Purchase Points, Profile, Log, Report, and Search. Underneath the navigation bar, there are more specific links: School Analytics, Upload Panel (which is highlighted in black), Point Summary, Data Quality Report, Single File Upload, and 360 Feedback Report. The main content area is titled "Upload Panel". It contains fields for "Uploaded By" (with a dropdown menu), "Please Follow this steps:" (with a dropdown menu), and a "Choose File" button with the message "No file chosen". At the bottom of this section are "Upload" and "Cancel" buttons. To the right of these buttons is a large dropdown menu containing a list of 16 master options, each numbered from 1 to 16. The options are: 1. Departments, 2. Course Level, 3. Degree, 4. Branch, 5. Class, 6. Division, 7. Semester, 8. Academic Year, 9. Student, 10. Teacher, 11. Subject, 12. Branch Subject Division Year, 13. Teacher Subject, 14. Student Semester, 15. Student Subject, and 16. Parent.

(Fig 3:- Upload Panel - Download Format to Upload Master data for School)

9. Selected file format will be downloaded and after that enter data of all fields.

Sequence for upload must be as follows.

Master Option
1. Department
2. Course Level
3. Degree
4. Branch
5. Class
6. Division
7. Semester
8. Academic Year
9. Student
10. Teacher
11. Subject
12. Branch Subject Division Year
13. Teacher Subject
14. Student Semester
15. Student Subject
16. Parent

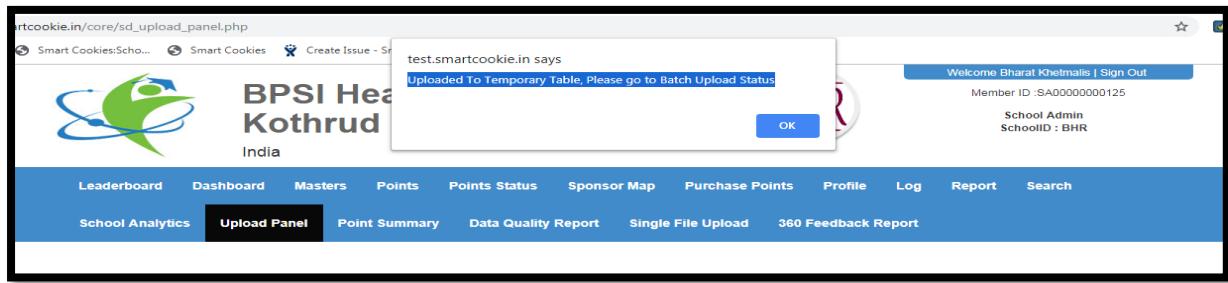
Below is example for 1) Department Master.
Fill data for school and prepare it for upload.

SchoolID	DepartmentCode	DepartmentName	DepartmentID	EstablismentYear	PhoneNo	FaxNo	EmailID	IsEnabled
1								
2								
3								
4								
5								
6								
7								

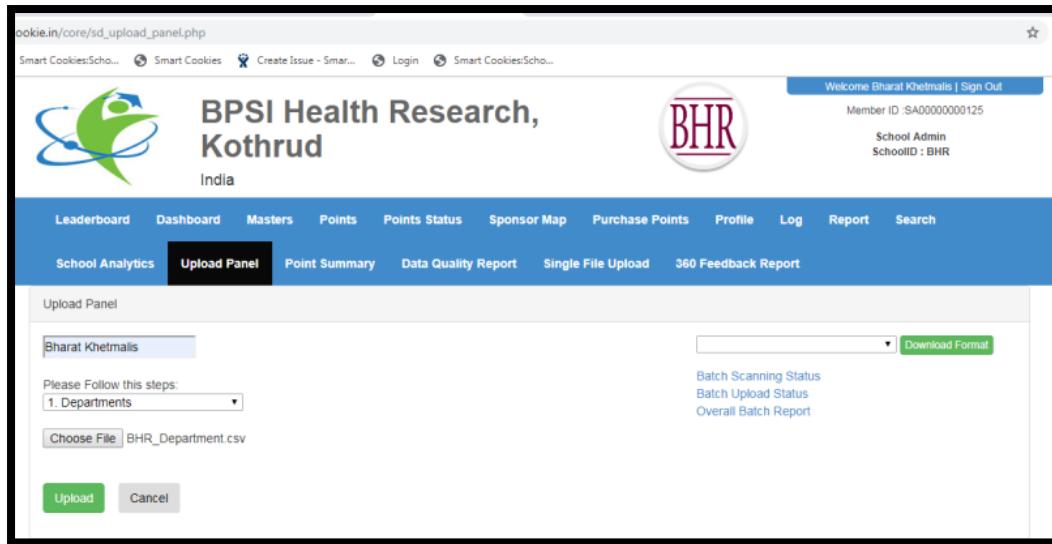
(Fig 4:- Downloaded blank template for Department)

10. Again go to upload Panel and Enter your name for ‘Uploaded By’ option.
11. Choose master file option from Drop-Down which (1. Department as shown in Fig 5)
12. Choose excel sheet in which you have filled the details.
13. Click on Upload button.
14. Click on ‘OK’ button.

(Fig 5:- Upload Panel Procedure to upload Fill Template)



15. After that click on “Batch Upload Status”



16. Recently uploaded file should display on top and click on on ‘Scan’ button on that particular file.

#	BatchID	TimeStamp	FileName	Uploaded By	Total Records	Scan	Process	Download Error Records
1	BHR-B-38	2019-06-20 11:47:02	Importdata/BHR_Department.csv	Bharat Khetmalis	1	Scan	Process	Download Error Records
2	BHR-B-37	2019-06-19 09:58:40	Importdata/AICTEDEMO_Department (1).csv	Bharat	3	Scan	Process	Download Error Records
3	BHR-B-36	2019-06-19 09:55:12	Importdata/AICTEDEMO_Department.csv	Bharat	3	Scan	Process	Download Error Records
4	BHR-B-35	2019-06-19 09:54:16	Importdata/AICTEDEMO_Department.csv	Bharat	3	Scan	Process	Download Error Records
5	BHR-B-34	2019-04-04 17:01:28	StudentTeacherSubjectFormat.csv	Annaso	1	Scan	Process	Download Error Records
6	BHR-B-33	2019-03-23 11:29:57	Importdata/BHR_Branch_Subject_Division_Year.csv	Annaso	1	Scan	Process	Download Error Records
7	BHR-B-32	2019-03-23 09:46:19	Importdata/BHR_Branch_Subject_Division_Year.csv	Annaso	1	Scan	Process	Download Error Records
8	BHR-B-31	2019-02-13 09:01:34	Importdata/BHR_StudentSubject.csv	Annaso	2	Scan	Process	Download Error Records
9	BHR-B-30	2019-02-12 11:35:54	Importdata/BHR_StudentSemester.csv	Annaso	2	Scan	Process	Download Error Records
10	BHR-B-29	2019-02-12 01:23:13	Importdata/BHR_Parent.csv	Annaso	2	Scan	Process	Download Error Records

17. Click on ‘Batch Upload Status’ button.



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Batch Scanning Status Batch Upload Status Upload Panel

#	BatchID	FileName	Total Records	Scan DateTimeStamp	Status	Count
1	BHR-B-38	Importdata\BHR_Department.csv	1	2019-06-20 18:24:27	Insert	1
2	BHR-B-37	Importdata\AICTEDMO_Department (1).csv	3	2019-06-19 16:28:49	Update	1
3	BHR-B-37	Importdata\AICTEDMO_Department (1).csv	3	2019-06-19 16:28:49	Insert	2
4	BHR-B-36	Importdata\AICTEDMO_Department.csv	3	2019-06-19 16:25:20	SchoolID Invalid	3
5	BHR-B-35	Importdata\AICTEDMO_Department.csv	3	2019-06-19 16:24:27	SchoolID Invalid	3
6	BHR-B-33	Importdata\BHR_Branch_Subject_Division_Year.csv	1	2019-03-23 18:00:50	Insert	1
7	BHR-B-32	Importdata\BHR_Branch_Subject_Division_Year.csv	1	2019-03-23 16:17:04	Insert	1
8	BHR-B-31	Importdata\BHR_StudentSubject.csv	2	2019-03-07 20:50:26	Insert	2
9	BHR-B-31	Importdata\BHR_TeacherSubject.csv	2	2019-02-13 15:35:16	Insert	2
10	BHR-B-30	Importdata\BHR_StudentSemester.csv	2	2019-02-12 18:06:40	Insert	2
11	BHR-B-29	Importdata\BHR_Parent.csv	2	2019-02-11 19:53:24	Insert	2
12	BHR-B-28	Importdata\BHR_TeacherSubject.csv	1	2019-02-11 16:37:36	Insert	1
13	BHR-B-27	Importdata\BHR_Student.csv	2	2019-02-11 16:34:59	Update	2
14	BHR-B-26	Importdata\BHR_CourseLevel.csv	1	2019-02-09 15:29:04	Insert	1
15	BHR-B-25	Importdata\BHR_Teacher.csv	3	2019-02-09 15:10:10	Update	1

18. Click on 'Process' button.



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Batch Upload Status Upload Panel Batch Scanning Status

Show: 10 entries

#	BatchID	TimeStamp	FileName	Uploaded By	Total Records	Scan	Process	Download Error Records
1	BHR-B-38	2019-06-20 11:47:02	Importdata\BHR_Department.csv	Bharat Khetmalis	1	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
2	BHR-B-37	2019-06-19 09:58:40	Importdata\AICTEDMO_Department (1).csv	Bharat	3	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
3	BHR-B-36	2019-06-19 09:55:12	Importdata\AICTEDMO_Department.csv	Bharat	3	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
4	BHR-B-35	2019-06-19 09:54:16	Importdata\AICTEDMO_Department.csv	Bharat	3	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
5	BHR-B-34	2019-04-04 17:01:28	StudentTeacherSubjectFormat.csv	Annaso	1	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
6	BHR-B-33	2019-03-23 11:29:57	Importdata\BHR_Branch_Subject_Division_Year.csv	Annaso	1	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
7	BHR-B-32	2019-03-23 09:46:19	Importdata\BHR_Branch_Subject_Division_Year.csv	Annaso	1	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
8	BHR-B-31	2019-02-13 09:01:34	Importdata\BHR_StudentSubject.csv	Annaso	2	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
9	BHR-B-30	2019-02-12 11:35:54	Importdata\BHR_StudentSemester.csv	Annaso	2	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>
10	BHR-B-29	2019-02-12 01:23:13	Importdata\BHR_Parent.csv	Annaso	2	<input type="button" value="Scan"/>	<input type="button" value="Process"/>	<input type="button" value="Download Error Records"/>

Showing 1 to 10 of 38 entries

Previous 1 2 3 4 Next

19. After successfully upload Batch Master window is displayed. Then from the drop down select recent uploaded file.



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Batch Master

tbl_department_master ▾

Sr.No	Uploaded_Batch_ID	Input File name	Batch_Date	Batch_Time	Uploaded Records	Errors Records	Duplicate Records	Correct Records	Updated Records	Inserted Records	Existing Records	Uploaded By
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20. Now, 'Batch Master' window will open, which will show that your excel file was successfully uploaded.

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Batch Master

Department												
Sr.No	Uploaded_Batch_ID	Input File name	Batch_Date	Batch_Time	Uploaded Records	Errors Records	Duplicate Records	Correct Records	Updated Records	Inserted Records	Existing Records	Uploaded By
1	BHR-B-38	Importdata/BHR_Department.csv	2019-06-20	11:47:02	1	0		1	0			Bharat Khetmalis
2	BHR-B-37	Importdata/AICTEDEMO_Department (1).csv	2019-06-19	09:58:40	3	0		2	1			Bharat
3	BHR-B-36	Importdata/AICTEDEMO_Department.csv	2019-06-19	09:55:12	3							Bharat
4	BHR-B-35	Importdata/AICTEDEMO_Department.csv	2019-06-19	09:54:16	3							Bharat
5	BHR-B-6	Importdata/BHR_Department.csv	2019-02-02	10:23:10	1	0		1	0			Annaso
6	BHR-B-2	Importdata/BHR_Department.csv	0000-00-00	00:00:00	26	0		26	0			Anna
7	BHR-B-1	Importdata/BHR_Department.csv	0000-00-00	00:00:00	26	0		26	0			bharat