

User Manual

IIT A

AlumniConnect

1. User Roles

There are 3 types of User roles:

1. Alumni
2. Student
3. Faculty/ Professor
4. Staff

Initially there is a head admin, and then there are sub admins which can be appointed/ removed by the head admin.

Note: AlumniConnect supports a structured user access system, ensuring responsibilities and privileges align with real-world institutional roles. Professors offer mentorship and resources. Alumni share experiences, post jobs, and guide juniors. Students learn, build their profile, and connect for opportunities. Admins can manage and control the flow of platform activities, ensuring a safe and useful ecosystem.

2. User Registration

Information asked at the time of registration

1. Alumni - Name, Email, password, Course name, current company, position in company, location, starting year and passing year of course.
2. Student - Name, email, password, course name, starting year and passing year.
3. Faculty/ Professor - Name, email, password, Department, Designation

If you are an alumni, you will be redirected to the alumni portal in a new tab. You have to login there and update your details.

Sign Up

CREATE YOUR ACCOUNT

* Indicates required field

Name *

Email Address *

LinkedIn ID (optional)

Choose your role *

Password *

Confirm Password *

Choose your Academic Program *

Starting Year *

Passing Year *

Sign Up

An admin will approve the join request, after which the user will get an email notification regarding the same.

Join Request Accepted

Inbox x



Alumni Connect <alumni.connect@iiita.ac.in>
to me ▾

Congratulations! Your join request has been approved. You can now login into your account.

Reply

Forward

3. Post Feed

1. All users have access to create a post. They can also choose whom that post will be visible to.
2. Post may/may not need to be approved by any of the admins depending on the setting set by the head admin.
3. Users can search through the posts feed using the search box.
4. Features like like, dislike, comment on post are available to all users.
5. The user who created a post cannot like/dislike his own post.

Note: A central space for sharing thoughts, events, job opportunities, or discussions. Posts can be public or audience-specific. Admins can enable or disable auto-publish depending on the community's nature. Engagement via likes, dislikes, and comments fosters participation while maintaining healthy discourse.

Topic/Heading

Paragraph **I** *O*

Attach Images

Choose file No file chosen

Who do you want this post to be visible to?

Students

Faculty

Alumni

Select Channel

Research

Go Back Submit

Posts

WELCOME TO THE COMMUNITY

Create Post Search here... Search

abcd
abc123 9 days ago

Lorem ipsum
There are many variations of passages of Lorem Ipsum available, but the majority have suffered alteration in some form, by injected humour, or randomised words which don't look even slightly believable. If you are going to use a passage of Lorem Ipsum, you need to be sure there isn't anything embarrassing hidden in the middle of text. All the Lorem Ipsum generators on the Internet tend to repeat predefined chunks as necessary, making this the first true generator on the Internet. It uses a dictionary of over 200 Latin words, combined with a handful of model...

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4. Help Page

Users can refer to the contacts mentioned in the help page for any queries and doubts.

An email is sent to the Alumni Connect email ID.

Note: Need assistance? Use the help page to directly reach IIITAs alumni office. Fill out a form or use the contact details provided to get timely support. Issues like login trouble, account updates, or posting concerns can be resolved swiftly here.

For any queries/feedback, you can fill out this form

* Indicates required field

Name *

Email Address *

Select your role *

Student

Your Feedback *

[Submit](#)

Contact us:

Office of Alumni Affairs Admin Extension-1, IIIT Allahabad, Devghat,
Jhalwa Prayagraj - 211015 Uttar Pradesh, India

 alumni.coordinator@iiita.ac.in

 alumni.connect@iiita.ac.in

 (91) 0532 292 2599/2308

(91) 7317319062

5. Achievements Section (Alumni Only)

This section only applies to the **ALUMNI**

Alumni can fill out the form to let the institute know if any award/patent etc. has been given to them. Users have to mention the details as asked in the form and also upload proof of achievement.

Head admin can control whether posts can go directly into the feed or they will need approval.

Admins can see the achievements submitted by alumni and have the functionality to delete and export them to a CSV file.

Note: Showcase your recognitions be it awards, patents, or publications. Upload relevant documents for validation. These achievements not only motivate students but also contribute to institutional legacy when compiled by the admin.

Note: If you are an ALUMNI and you have achieved any patent / reward / recognition, then you can fill out this form to let the institute know of your achievement.

* Indicates required field

Name *

Enrollment Number

Choose your Academic Program *

Passout Year *

Awards / Achievements *

Please Enter details in the following format:

Title of Award:

Type of Award:

Name of Awarding Organisation:

Received Jointly / Solo:

Cash Prize Received:

Date of Award *

Your photo receiving the award / Any Passport photo (Supported formats: .png, .jpg, .jpeg)

No file chosen

Certificate / Proof of Achievement (Supported formats: .pdf, .png, .jpg, .jpeg)

No file chosen

Submit

6. My Profile Page

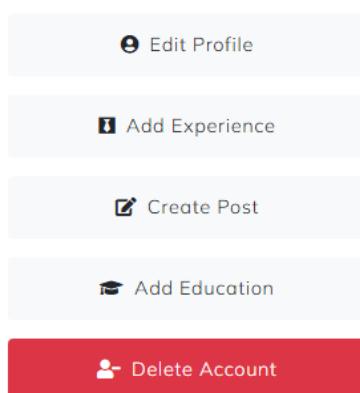
Every user will have a profile page through which he/she can edit their personal information/details.

They also have an option to delete their account from the application.



Dashboard

Welcome surya



7. Messenger + Social Features (Students and Alumni only)

7.1 Friend Requests: Users can send/accept requests.

7.2 Private Chat: Available between accepted friends.

7.3 Post Sharing: Friends can post updates visible only in their circle.

7.4 Online Status: Friends can see each other's online presence.

Professors do not have access to this feature.

Note: Alumni and students can form a strong community by sending friend requests, chatting directly, and posting among mutual. It's a closed loop system that nurtures authentic interaction and avoids spam.

The screenshot shows the OnlineMedia application interface. At the top, there is a header with the logo and the text "OnlineMedia". On the right side of the header are icons for notifications and a log-out button. The main content area is divided into several sections:

- User Profile:** Shows a profile picture of a person with the name "surya satya vasantha ratnam sabbavarapu" and the status "student". Below this are location ("visakhapatnam") and education ("student") details.
- Friends:** A section titled "1 Friends" showing who viewed your profile (3) and a verified account joined 9 months ago.
- Social Profile:** Links to Instagram, Twitter, and Facebook.
- Feed:** A central feed area where a post from "Cheerla Ratan Kalpa Sai" (Hyderabad, Telangana, IND) is displayed, dated 9 months ago. It has 3 likes and 3 comments.
- Friend Request:** A section showing 0 friend requests.
- Friend Suggestion:** A list of 9 suggested users with their names and profiles.

The above screen will appear once you create your friend.

8. Members Directory

This section lists out all the users currently present in the website along with their details.

Search option is also available in this section if a user wants to search any skill/company/person name etc.

Head Admin will additionally have the functionality to give admin privileges to other users.

The screenshot shows the Members Directory page. At the top, there is a title "Members" and a subtitle "BROWSE AND CONNECT WITH MEMBERS". Below this is a search bar with the placeholder "Search Members..." and a blue "Search" button. Underneath the search bar are four buttons: "Alumni 0", "Students 1", "Faculty 0", and "Admin 1".

Below these buttons, it says "2 users found". Two user profiles are listed:

- Santosh Choubey**: Shows a profile picture, the name "Santosh Choubey", and the role "Head Admin".
- surya**: Shows a profile picture, the name "surya", and the text "Student @ IIITA 2021-2025".

9. Jobs Dashboard

Users can view available jobs and access archived job listings.

Note: All jobs posted by alumni or admin appear here. Users can apply directly, view deadlines, and explore job roles. Admins monitor postings for relevance and can archive outdated ones.

The screenshot shows the IIITA AlumniConnect interface. At the top, there's a navigation bar with links for MESSENGER, Jobs (which is highlighted), Events, MEMBERS, DASHBOARD, FEED, and LOG OUT. Below the navigation, there are two buttons: 'Archive Jobs' and 'Create Jobs'. The main content area displays a job listing for 'Vikas Gupta' with the following details:

- Posted by: Vikas Gupta
- Created at: 2023-05-10
- Role: data analyst
- Location: xyz
- Deadline: 2023-05-19
- Action buttons: 'Apply here' (blue) and 'Delete' (red)

On clicking archive job section following page will appear.

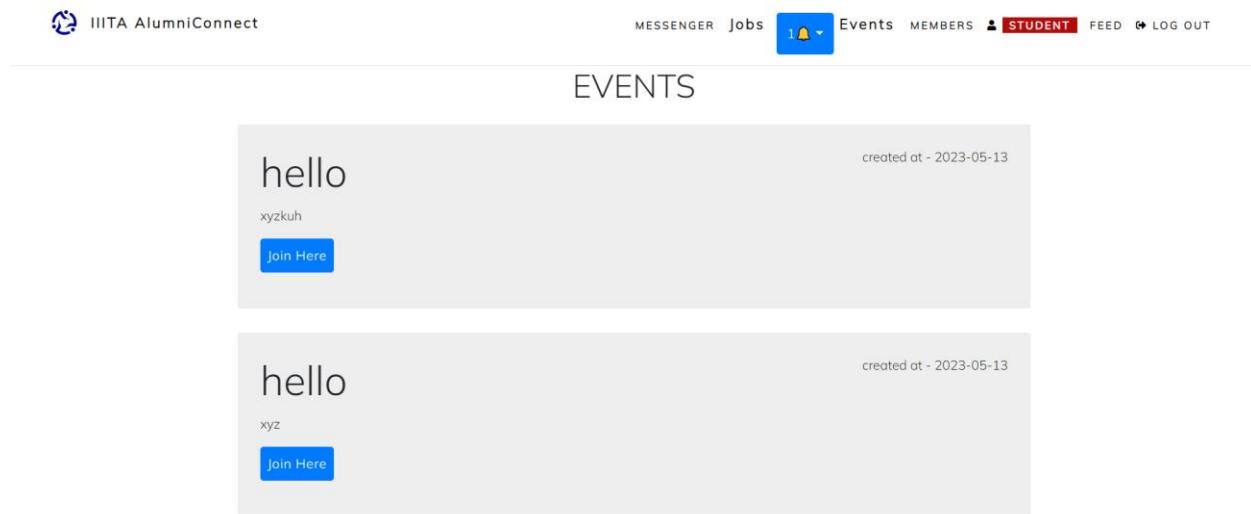
The screenshot shows the IIITA AlumniConnect interface after clicking the 'Archive Jobs' button. The navigation bar and buttons are the same as the previous screenshot. The main content area now displays four archived job listings, each in its own card:

- Vikas Gupta** (created at - 2023-05-10)
data analyst
xyz
Deadline - 2023-05-14
Action buttons: 'Apply here' (blue) and 'Delete' (red)
- Vikas Gupta** (created at - 2023-05-12)
software engineer
xyz
Deadline - 2023-05-13
Action buttons: 'Apply here' (blue) and 'Delete' (red)
- Vikas Gupta** (created at - 2023-05-12)
data analyst
xyz
Deadline - 2023-05-13
Action buttons: 'Apply here' (blue) and 'Delete' (red)
- Vikas Gupta** (created at - 2023-05-11)
data analyst
xyz
Deadline - 2023-05-12
Action buttons: 'Apply here' (blue) and 'Delete' (red)

10. Events Dashboard

Only admins can create events. All users can view them.

Note: Events like alumni meets, convocations, webinars are listed here. Only admins can create these, but all users can join or RSVP. Keeping users informed helps strengthen the network.



The screenshot shows the IIITA AlumniConnect interface with a navigation bar at the top. The 'Events' tab is active, indicated by a blue background and a bell icon with the number '1'. Below the navigation, the word 'EVENTS' is centered. Two event cards are displayed, each with a title 'hello', a user name ('xyzkuh' or 'xyz'), and a 'Join Here' button. The first event was created on '2023-05-13'.

11. Notification System

Notifications are sent for new jobs and events.

Note: Be instantly updated with job openings, event announcements, or achievement shares. The notification panel ensures no opportunity is missed.

Hi there, a new **Job :- data analyst** is available

Date:2023-05-18 03:18

Hi there, a new **Event convocation** is available

Date:2023-05-13 07:07

Hi there, a new **Event hi** is available

Date:2023-05-13 06:49

Hi there, a new **Event hello** is available

Date:2023-05-13 05:49

Hi there, a new **Event hello** is available

Date:2023-05-13 05:49

Hi there, a new **Job :- data analyst** is

12. Edit Profile Option

Users can update their profile anytime.

Note: Users can modify their personal and professional data through this section. Upload resumes, add education history, or include social handles for a complete profile presence.

Edit your Profile

Developer

Tell us about your career

organisation

Could be your own organisation

Website

Could be your own or a organisation website

Location

City & state suggested (eg. Boston, MA)

* Skills

*Please use comma separated values (eg. HTML,CSS,JavaScript,PHP)

Github Username

If you want your latest repos and a Github link, include your username

Note: If any feature seems slow or unresponsive, please refresh the page.

13. Updated - Real-time Messenger

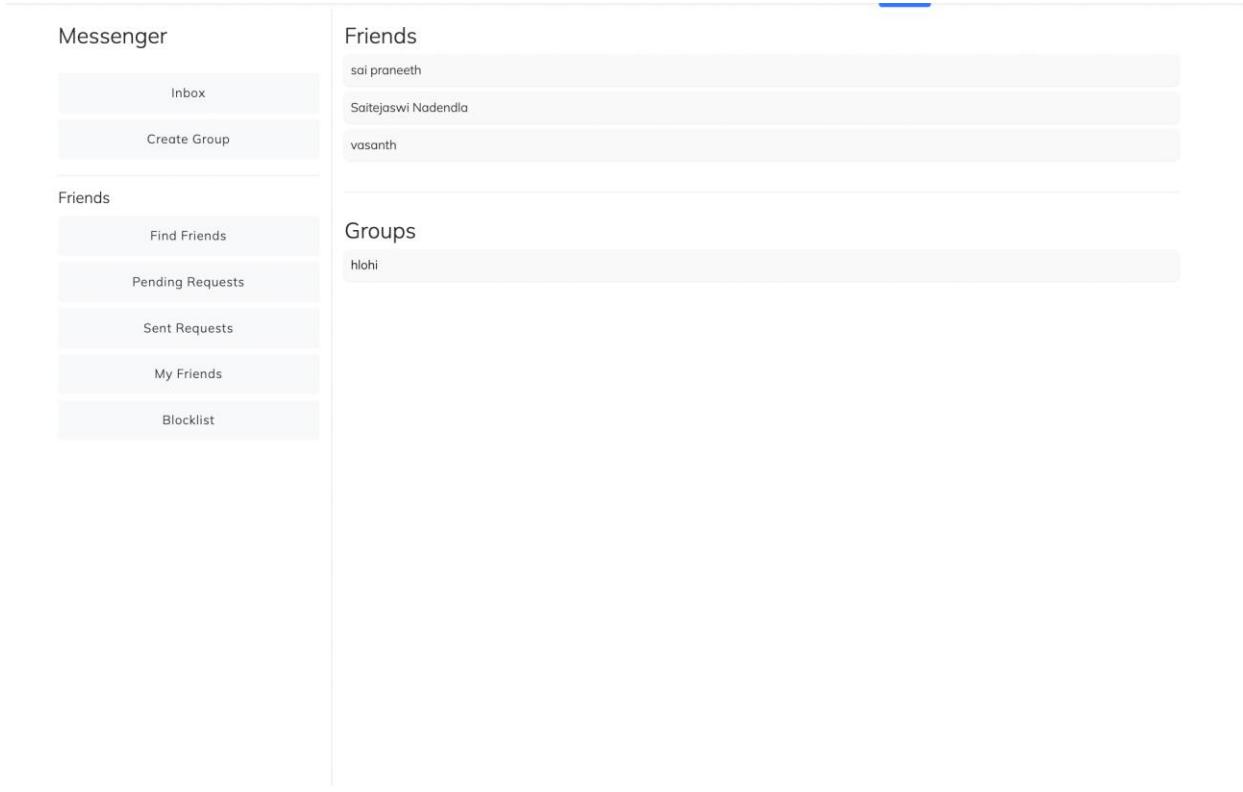
The real-time messenger allows users to interact seamlessly with their connections.

🔑 Features:

- One-to-One Messaging
- Group Chat Support
- Friend Requests and Management
- Blocklist Support
- Real-time communication via sockets

🛠 How to Use:

- Access Inbox for active chats
- Create or Join Groups
- Use "Find Friends", "My Friends", and Blocklist management panels



14. Stories of Alumni

This section allows alumni to share personal stories and college memories with the community.

💡 Features:

- Image + Text stories
- Like/Unlike system
- Chronological timeline of alumni memories

🛠 How to Use:

- Scroll and read stories
- Like/Unlike entries
- View author and timestamp

Stories of Our Alumni



"Back in 2018, I remember the countless late nights at the Innovation Lab, coding with my teammates over cups of chai and Maggi from the hostel canteen. Winning the national hackathon together was one of the proudest moments of my college life. Those endless discussions, the laughter in the corridors, and even the struggles — they shaped me into who I am today. IIITA wasn't just an institution; it was a family, a place where dreams began. Forever grateful for the memories and friendships that will last a lifetime"

Posted on April 28th 2025, 12:16 am

— vasanth

♥ Like ♥ Unlike 1 Likes

"Back in 2018, I remember the countless late nights at the Innovation Lab, coding with my teammates over cups of chai and Maggi from the hostel canteen. Winning the national hackathon together was one of the proudest moments of my college life. Those endless discussions, the laughter in the corridors, and even the struggles — they shaped me into who I am today. IIITA wasn't just an institution; it was a family, a place where dreams began. Forever grateful for the memories and friendships that will last a lifetime"

Posted on April 28th 2025, 12:11 am

— vasanth

♥ Like ♥ Unlike 0 Likes

15. Mentorship Requests

Students can request mentorship from alumni or professors across domains.

Features:

- Send mentorship requests with reason
- Categorize by Career, Research, or Placement
- Dashboard to manage sent/received requests

How to Use:

- Click "Request Mentorship" on profile
- View status in dashboard

[Back To Profiles](#)

[Request Mentorship](#)



0 followers 0 following

[Follow](#)

Student @ IIITA
2021-2025

About

Skills-

Experience

No Experience to display

Education

No Education to display

Mentorship Dashboard

Requests You Received

sai praneeth requested help in Career

"*hlo*"

Status: accepted

Requests You Sent

You requested help from Santosh Choubey in Career

"*hlo*"

Status: pending

You requested help from Vatsal Mishra in Career

"*hlo*"

Status: pending

You requested help from sai praneeth in Research

"*scabjs*"

Status: accepted

You requested help from Rajeev Saxena in Placements

"*sadbsfbh*"

Status: pending

16. Resource Hub

A centralized area to share and browse helpful academic and career content.

Features:

- Upload PDFs, notes, links
- Filter by topic
- View resources uploaded by others

❖ How to Use:

- Upload using form
- Search/filter using categories
- View and download notes

The screenshot shows the 'Resource Hub' interface. At the top, there is a title bar with the 'Resource Hub' logo and a blue bar. Below the title bar, there is a form for uploading files. The form includes fields for 'Title' (with a placeholder 'Title'), a dropdown menu for 'Category' (set to 'General'), a file input field for 'Choose file' (showing 'No file chosen'), and a blue 'Upload' button. Below the upload form, there is a section titled 'Filter by Topic:' with a dropdown menu set to 'All'. Two resource cards are displayed below this filter section. The first card, titled 'OS notes', has details: 'Topic: Placement', 'Uploaded By: surya', and a 'View Resource' button. The second card, titled 'DBMS', has details: 'Topic: Placement', 'Uploaded By: surya', and a 'View Resource' button.

17. Doubt Room

Ask and answer questions across categories such as Career, Projects, and Placements.

Features:

- Ask questions anonymously or with name
- Answer and upvote queries
- Filter by category

How to Use:

- Post a doubt with topic
- Write answers or upvote others

Ask Me Anything

Post your doubts. Get help from peers, alumni, and faculty across different categories like Placements, Career, Projects, and more.

 **how to make project report without using AI**
Saitejaswi Nadendla • Projects

kastame cheppalante , you are asking wrong person
— surya at 30/04/2025, 11:15:02

 **what is the best place to visit**
sai praneeth • General

 **what is the best way to pursue government job**
surya • Career

To get a government job in India, you must study and pass rigorous exams based on your desired area of work to be considered for these competitive and highly sought-after roles. These exams can be challenging, and the number of candidates grows yearly.
— sai praneeth at 30/04/2025, 02:12:33

For any Query on the "AlumniConnect" App, plz send your email to:

alumni.connect@iiita.ac.in

alumni.coordinator@iiita.ac.in