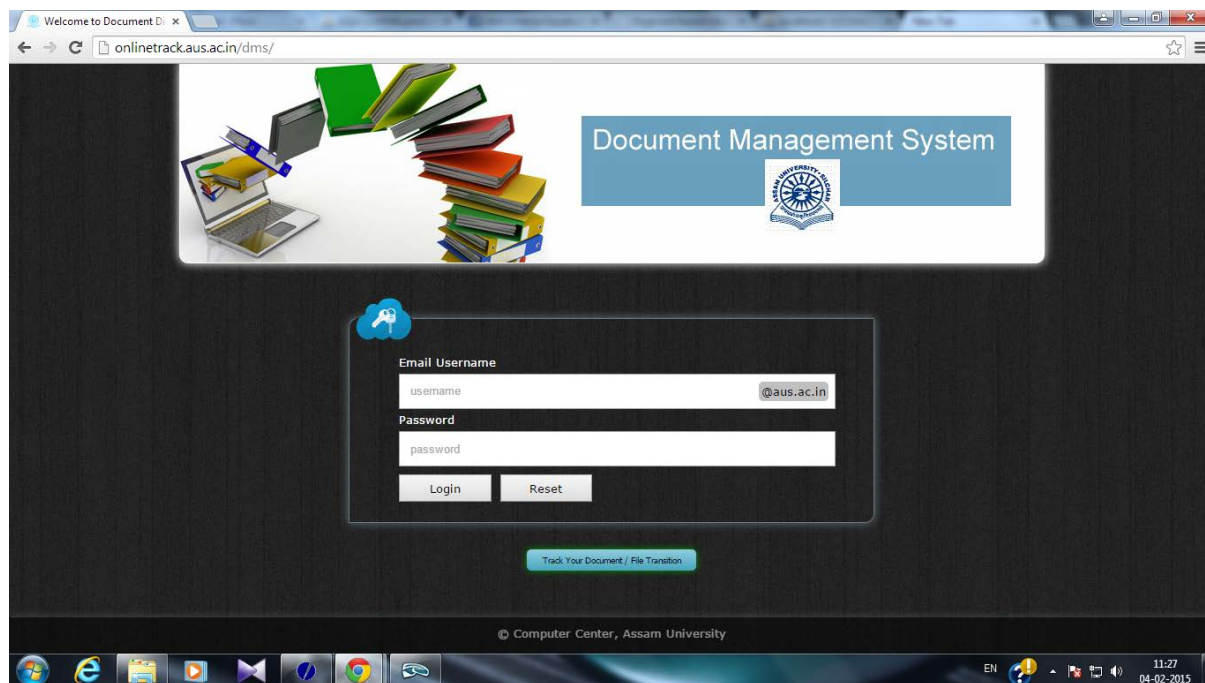


Steps to follow

Open the website



Find your user and password

Document Monitoring System Designation Wise User Name and Password

DESIGNATION	USER NAME	DEFAULT PASSWORD
Assistant Engineer(Civil)	ae_cv@assam.ac.in	123456
Assistant Engineer(Electrical)	ae_el@assam.ac.in	123456
Assistant Librarian	asstt_lib@assam.ac.in	123456
Assistant Registrar (Establishment)	ar_personnel@assam.ac.in	123456
Assistant Registrar(Academic)	ar_aca@assam.ac.in	123456
Assistant Registrar(Estate)	ar_estate@assam.ac.in	123456
Assistant Registrar(Finance)	ar_finance@assam.ac.in	123456
Assistant Registrar(PG)	ar_pg@assam.ac.in	123456
Assistant Registrar(TDC)	ar_exam@assam.ac.in	123456
Central Public Information Officer	cpio@assam.ac.in	123456
Controller of Examinations	coe@assam.ac.in	123456
Dean - Physical Sciences	dean_sops@assam.ac.in	123456
Dean - School of Creative Arts & Communication Studies	dean_socacs@assam.ac.in	123456
Dean - School of Earth Sciences	dean_soesc@assam.ac.in	123456
Dean - School of Economics & Management	dean_snam@assam.ac.in	123456

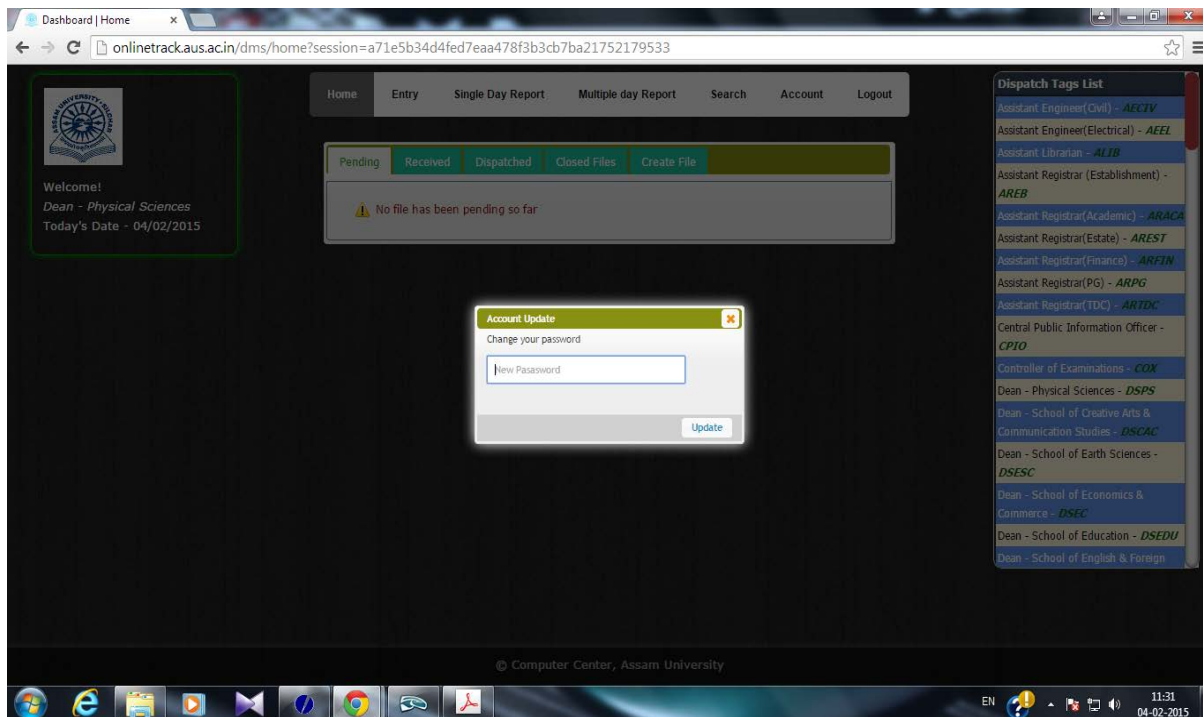
Find the user against your respective designation which is blocked with **green** box and respective password

Login with as follows

Username : dean_sops (there is no need to write @aus.ac.in)

Password : *****

Login to your account and click on the “Account” tab and below screen will appear



This screen popup box will ask you for new password to change the default password “123456” which is mandatory for security of your own account.

Change the credentials and access your system with your own password.

For any query please contact
Website Administrator
Prantik Gautam
9613594838 (M)
web.admin@aus.ac.in
dir_cc@aus.ac.in