

# Tutorial for Adding Residential Information

Procedure for adding Residential Information of **part time and external part time** Ph.D scholars:  
Step 1:

- Login in as college.
- Click on "Research" tab.
- Search the student.
- Click on view button in Action column in the table against the scholar.

APJ Abdul Kalam Technological University | Welcome COLLEGE OF ENGINEERING TRIVANDRUM | Change Password | Settings | Logout

Attendance/Internal Marking | Supervisors | View Research FAQ | Reports

Scholar Listing | Export

Institution: COLLEGE OF ENGINEERING TRIVANDRUM | Status: -Select- | Scholar Type: -Select- | Supervisor: Select supervisor | Co Supervisor: Select Co-supervisor | Academic Year: -Select- | Session Type: -Select- | Full Name: | Search

Full Name of Applicant	Scholar	Field of Research	Discipline/Subject	Place of Research	Working Place	Supervisor & Co-Supervisor	status	Action
ANJU J	Full time scholar	Ph.D in Engineering/Technology, Architecture	COMPUTER SCIENCE AND ENGINEERING	COLLEGE OF ENGINEERING TRIVANDRUM		SHREELEKSHMI R(KTU-F7069) LALPRIYA P S(KTU-F15003)	Student Registration Complete	
Jithin Raju	Part time scholar	Ph.D in Management	MARKETING	COLLEGE OF ENGINEERING TRIVANDRUM	SREE NARAYANA INSTITUTE OF TECHNOLOGY, ADLOOR	BIJULAL DHARMASELAN(KTU-F15210) R Sudhir Kumar(KTU-F2933)	Student Registration in Process	
RENJITH BABU SANKARAN	Part time scholar	Ph.D in Engineering/Technology, Architecture	thermal engineering	COLLEGE OF ENGINEERING TRIVANDRUM	COLLEGE OF ENGINEERING TRIVANDRUM	RANJITH S KUMAR(KTU-F15017)	Student Registration in Process	
NishyReshmi Sarasam	Part time scholar	Ph.D in Engineering/Technology, Architecture	Computer Science& Engg	COLLEGE OF ENGINEERING TRIVANDRUM	LBS INSTITUTE OF TECHNOLOGY FOR WOMEN, POOJAPPURA	SHREELEKSHMI R(KTU-F7069) SURESH K(KTU-F25214)	Student Registration Complete	
Aswathy Madhu	Full time scholar	Ph.D in Engineering/Technology, Architecture	Signal Processing	COLLEGE OF ENGINEERING TRIVANDRUM	MOHANDAS COLLEGE OF ENGINEERING AND TECHNOLOGY	SURESH K(KTU-F25214)	Student Registration Complete	
ANUPAMA KRISHNA D	Full time scholar	Ph.D in Engineering/Technology, Architecture	CIVIL ENGINEERING	COLLEGE OF ENGINEERING TRIVANDRUM	COLLEGE OF ENGINEERING TRIVANDRUM	NARAYANAN S (KTU-F14474) PRIYADARSINI R S(KTU-F15087)	Student Registration Complete	

Step 2:

- Click on Curriculum Details tab.

APJ Abdul Kalam Technological University | Welcome COLLEGE OF ENGINEERING TRIVANDRUM | Change Password | Settings | Logout

Personal | Curriculum Details | DC Minutes | Comprehensive Details

Basic details

Gender: Male | Date of Birth: 07/11/1988 | Aadhar Number: 249216191056 | Mother Tongue: Malayalam | Category: General | Religion: Hindu | Nationality: Indian | Additional Information: Supervisor in Management stream requires SSCI paper | Blood Group: O+ve

Admission Details

Date of Admission: 16/06/2017 | Date of Registration: 16/06/2017 | Registration No: D-JANUARY 2017/TVE/KTU 004 | Research Field: MARKETING | Remarks: Supervisor in Management stream requires SSCI paper

Contact Details | Qualification Details | Guardian Details

### Step 3:

- Scroll down and see the Residential Information.
- Click on “Add Residential Information” to add a new residential period.

The screenshot displays the APJ Abdul Kalam Technological University portal. The header includes the university name, a welcome message for the College of Engineering Trivandrum, and navigation links for Change Password, Settings, and Logout. The main content area shows a form for adding residential information. The form includes fields for Place of research (COLLEGE OF ENGINEERING TRIVANDRUM Engineering College P 0695015), Research Field (Ph.D In Engineering Technology, Architecture), and Discipline/Subject (Computer Science & Engg). Below these fields is a table of courses with columns for Course ID and Type. The table lists 10 courses, including 01CS6999-RESEARCH METHODOLOGY, 01CS6172-MACHINE LEARNING, and 01CS6151-DATA WAREHOUSING AND MINING. A section titled "Residential Information" shows a Total Residential Period of 0. Below this, there are input fields for From date, To date, Duration, and Action. A red button labeled "Add Residential Information" is visible. At the bottom right, there is a green button labeled "View Registered Courses".

### Step 4:

- Add “From Date” and “To Date” .
- Click on Save.
- Once the starting date is saved, editing of From date is not possible for that residential period. One residential period can be any number of days - upto a maximum of 180 days.

The screenshot shows the APJ Abdul Kalam Technological University portal with the Research Application section selected. The main content area displays the Residential Information form. The form includes input fields for From Date and To Date, and a field for Duration in days (0). Below these fields, there is a section for Total residential period in days (0). At the bottom right, there are green buttons for Save and Cancel. The footer of the page contains the copyright notice: Copyright ©APJ Abdul Kalam Technological University 2014.

### Step 5:

- If you want to change the “To Date” of added residential period, click on “edit” button

in action column of residential information table.

APJ Abdul Kalam Technological University | Welcome COLLEGE OF ENGINEERING TRIVANDRUM | Change Password | Settings | Logout

**Curriculum Details**

Assign Courses | Export

Name of the applicant: Jihin Raju  
Place of research: COLLEGE OF ENGINEERING TRIVANDRUM Engineering College P 0695016  
Research Field: Ph.D In Management  
Discipline/Subject: MARKETING

Course Type

No records found.  
0 items found, displaying 0 to 0.

**Residential Information**

Total Residential Period:152

+ Add Residential Information

From date	To date	Duration	Action
05/12/2016	02/05/2017	146	
09/05/2017	13/05/2017	4	

2 items found, displaying 1 to 2.

View Registered Courses

Copyright ©APJ Abdul Kalam Technological University 2014.

Step 6:

- Edit “To Date” and click on Save button.
- You can edit “To Date” to a maximum duration of 180 days(Total residential period).
- The scholar can add residential period in two or maximum three spans.

APJ Abdul Kalam Technological University | Welcome COLLEGE OF ENGINEERING TRIVANDRUM | Change Password | Settings | Logout

Research Application

Dashboard | Affiliation | Academics | Student | Academic Auditing | Exam | Result | **Research** | Valuation

PhD Scholars  
Attendance/Internal Marking  
Supervisors  
View Research FAQ  
Reports

**Residential Information** | Back

From Date: 09/05/2017 | To Date: 02/06/2017 | Duration in days: 23

Total residential period in days: 171

Save | Cancel

Copyright ©APJ Abdul Kalam Technological University 2014.