



Savitribai Phule Pune University

SPPUPDF

User Manual

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Login

1. For Login Use SPPUPDF Website
(<https://bcud.unipune.ac.in/sppupdf/login.aspx>)
2. Enter Username as your Email & enter your password.
3. Click on Login Button for login.
4. If you want to change your password then click on [I forgot my password](#) then create your new password.

SPPUPDF

Sign in to start your session

User Name required.

Email

Password is required.

Password

Sign In

[I forgot my password](#)

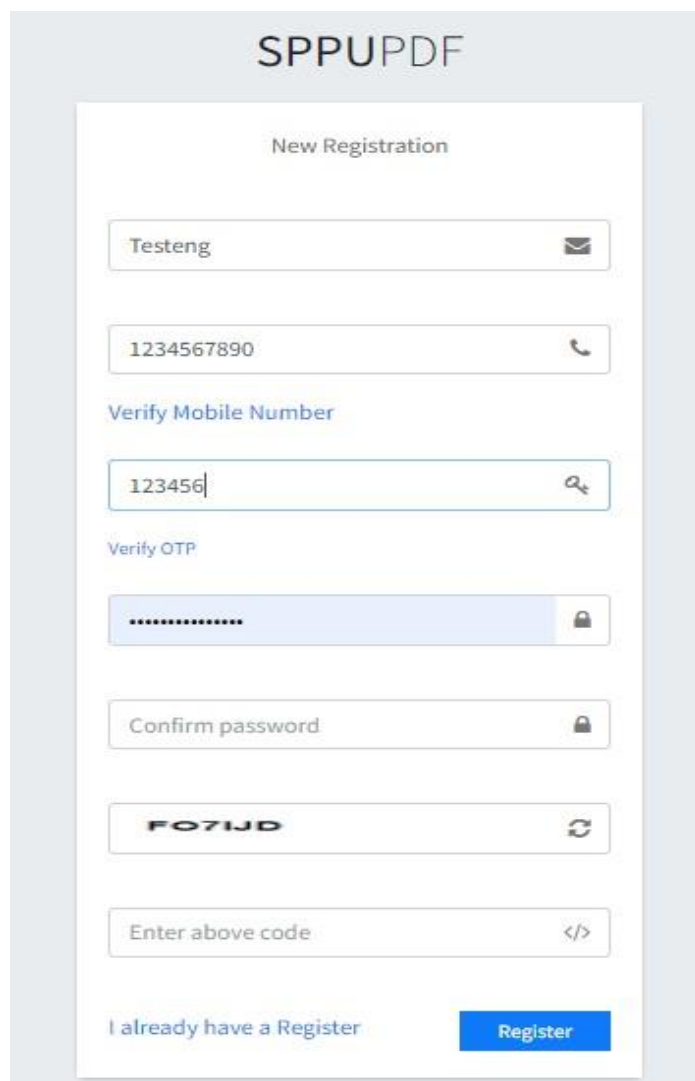
[I don't have Registration](#)

Login

For Registration

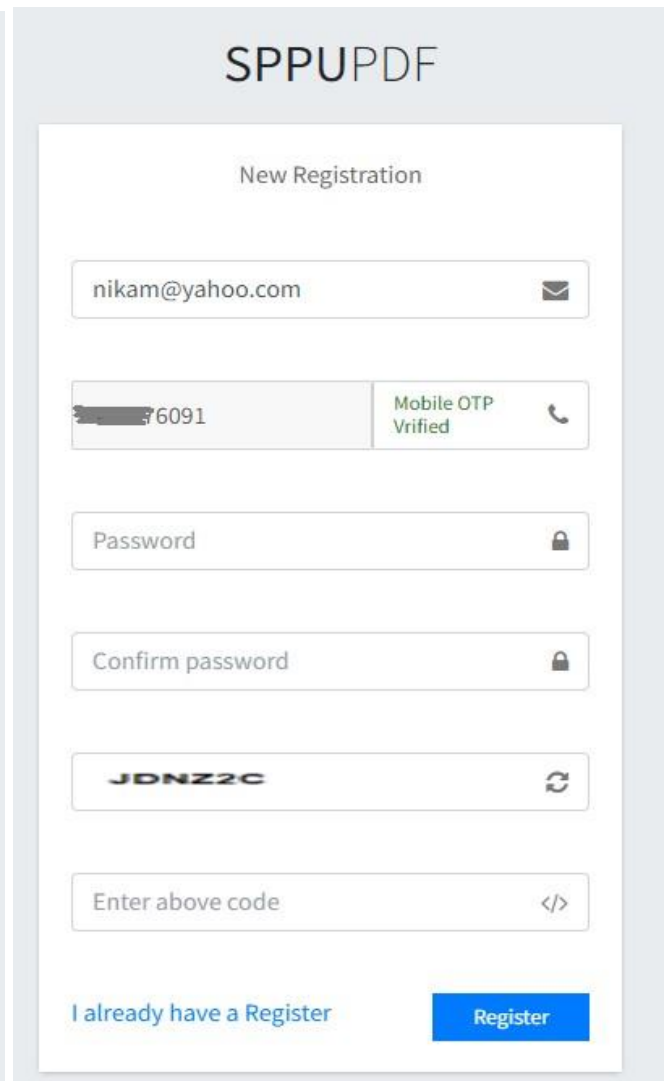
1. If you not registered then click on [I don't have Registration](#) and Register it.
2. Fill user name as your **Email** address. And then fill phone number and verify OTP,
3. Fill Password and Confirm Password then enter given code and then click on Register button.

Before Mobile no verification



The screenshot shows the 'New Registration' form on the SPPUPDF website. The form includes fields for 'Testeng' (with an email icon), '1234567890' (with a phone icon), and a 'Verify Mobile Number' section with a field containing '123456' (with a QR code icon). Below this is a 'Verify OTP' section with a masked password field (with a lock icon), a 'Confirm password' field (with a lock icon), a CAPTCHA field showing 'F07IJD' (with a refresh icon), and a field to 'Enter above code' (with a code icon). At the bottom, there is a link 'I already have a Register' and a blue 'Register' button.

After Mobile no Verification



The screenshot shows the 'New Registration' form on the SPPUPDF website after mobile number verification. The form includes fields for 'nikam@yahoo.com' (with an email icon), a masked phone number '6091' (with a phone icon and a green 'Mobile OTP Vrified' status), a 'Password' field (with a lock icon), a 'Confirm password' field (with a lock icon), a CAPTCHA field showing 'JDNZ2C' (with a refresh icon), and a field to 'Enter above code' (with a code icon). At the bottom, there is a link 'I already have a Register' and a blue 'Register' button.

NOTE : After Registration you jump on login page. Then follow the details of same login page no.3

Dashboard

1. After Login you see your Application Details on your dashboard like below, Go to **Apply for New Application** button.

Dashboard

Application Details

Apply for New Application

2. Fill All Application form details and it's all mandatory.
3. After you fill all details then click on **Submit** button.

Applicant Details

Applicant Details

Applicant Details

Last Name

First Name

Middle Name

Relation With The Name

Mobile No.

Email ID

Phone No

Address

Gender

DOB

Marital Status

Nationality

Differently Abled(PH)?

Category

NET/SET-Equivalent Exam Passed

Subject

Institution/University Name

Board

From Date

To Date

Degree Status

Do you have Research Publication

Overlap Description

Submit


Cancel

Dashboard

1. After filling Application form and click on Submit button your window looking like below.
2. If you want to edit then you can edit also .
3. Then **Go to Next** button.

Applicant Details

Applicant Details

Sr.No.	Application_Id	Full Name	Mobile	Category	Nationality	Subject	Action
1	240800005	First Name Middle Name Last Name	9876543210	open	Indian	Hindi	

Go to Next

Qualification Details

1. Add Qualification Details and click on Submit button. You can add more Qualification Details by clicking on **Add New** button.

Qualification Details

Back

Qualification Details

Add New

Qualification Details

Name of Degree

Subject/Discipline

Year

Institution/University Name

Marks/Grade

Percentage

Submit

Cancel


3. After filling & submitting Qualification Details. Your dashboard looking like below
4. You can delete your Qualification Details.
5. Then **Go to Next** button

Qualification Details

Back

Qualification Details

Add New

Sr.No.	Application ID	NameofDegree	Subject/Discipline	University Name	PassingYear	Marks	Grade	Total Marks	Percentage	Action
1	240800002	XXX	XXX	SPPU	2000	76	0	100	76	

Go to Next

Employment Details

1. Fill Employment Details & submit your form by clicking on **Submit** button
2. Then **Go to Next** button

Employment Details

Designation	Institution/University Name	Work Description
<input type="text" value="Institution/University Name"/>	<input type="text" value="Institution/University Name"/>	<input type="text" value="Work Description"/>
Mentor/Employer	From Date	To Date
<input type="text" value="--Select--"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="DD/MM/YYYY"/>

Guide Details

- 1. Fill Guide Details & submit your form by clicking on **Submit & Go to Next** button.

Guide Details

Back

Guide Details

Guide Designation

Guide Name

Mobile No.

Guide Name

Guide Name

Mobile No.

Phone

Email ID

Postal Address

Phone

Email ID

Postal Address

Submit & Go to Next

Cancel

Mentor Details

1. Fill Mentor Details & submit your form by clicking on **Submit** button.

Mentor Details

Back

Mentor Details

Designation

Designation

Mentor Name

Mentor Name

Mobile No.

Mobile No.

Phone

Phone

Email ID

Email ID

Postal Address

Postal Address

Whether Consent Obtained

☐ Yes ☐ No

Submit


Cancel

- 3.After filling & submitting Mentor Details. Your dashboard looking like below
- 4.You can Delete your form also.
- 5.Then **Go to Next** button

Mentor Details

Back

Mentor Details

Sr.No.	Application ID	Designation	Name	Mobile No	Email ID	Consent Obtained	Action
1	240800002	test1	test test test	1234567890	manisha@gmail.com	No	

Go to Next

Post-doctoral Research Experience

1. Filling Post-doctoral Research Experience Details & submit your form by clicking on **Submit** button.

Post-doctoral Research Experience

Back

Post-doctoral Research Experience

Is_PhD_Research_Experience?

☒ Yes ☐ No

Name of PFD Position

Name of PFD Position

Institute Served

Institute Served

Name Of Supervisor

Name Of Supervisor

Title of Project

Title of Project

From Date

DD/MM/YYYY

To Date

DD/MM/YYYY

Final Submit

Cancel

Upload Document

1. Upload your **Photo & Signature** and click on **Upload** button.
2. Photo and Signature file size should not be exceed than 300 KB, And Photo and Signature File type should be .jpg only.

Upload Document

Back

Upload Document

Sr.No.	Document Name	Upload Document
1	Photo	<div>Choose File No file chosen</div>
2	Signature	<div>Choose File No file chosen</div>

Upload





Go to Dashboard

3. After that your page looking like below, You can Edit or Delete also.

Upload Document

Back

Upload Document

Sr.No.		Actions
1	Photo.jpg	 
2	Signature.jpg	 

Go to Dashboard








4. After print your Application form by clicking on Print Application button. After printing Application form you can't edit or delete your form.

Dashboard

Application Details

Print Application

Profile Completed 100%

Applicant Details	Qualification Details	Employment Details	Guide Details	Mentor Details	Post Doctoral Research Experience	Uploaded Document
 Submitted	 Submitted	 Submitted	 Submitted	 Submitted	 Submitted	 Submitted