

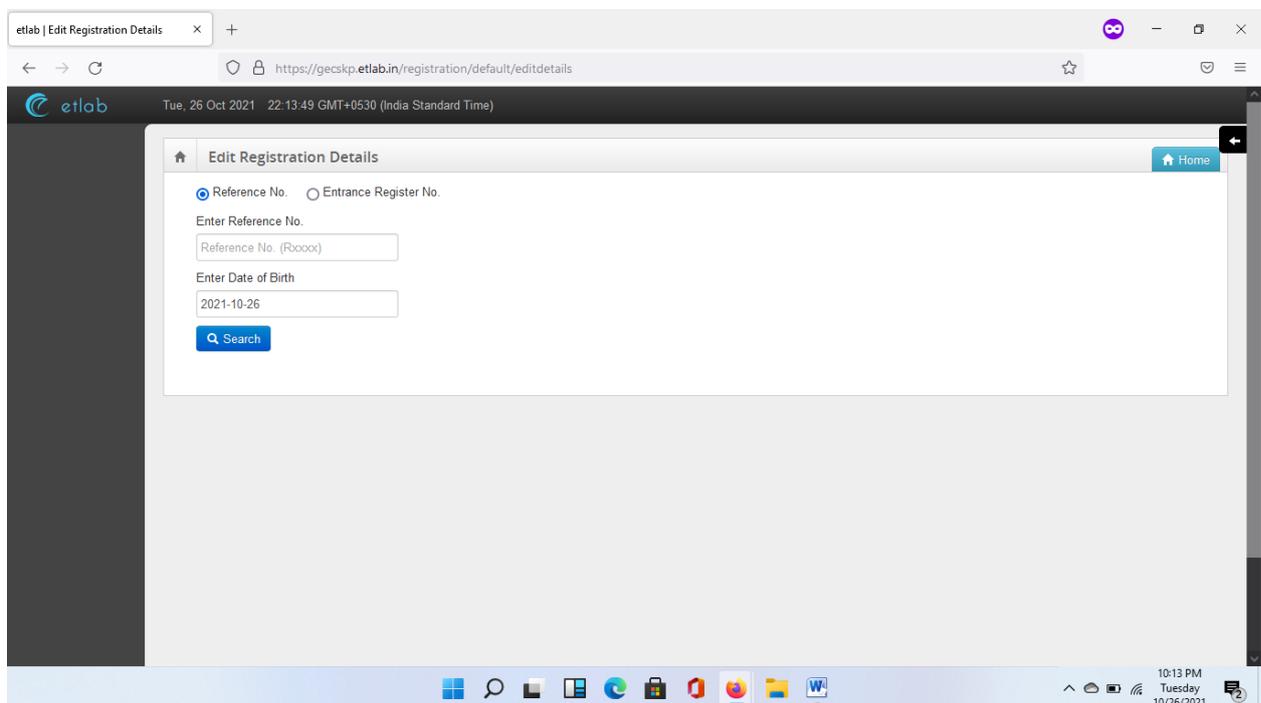
Government Engineering College Thrissur

Help Document for Updating Academic and Personal Data in ETLAB – Campus Management Platform

Basic details of students are already loaded in the portal. All are requested to Edit/Update your personal and academic details in the portal before the coming to college for admission.

Step by Step Procedure

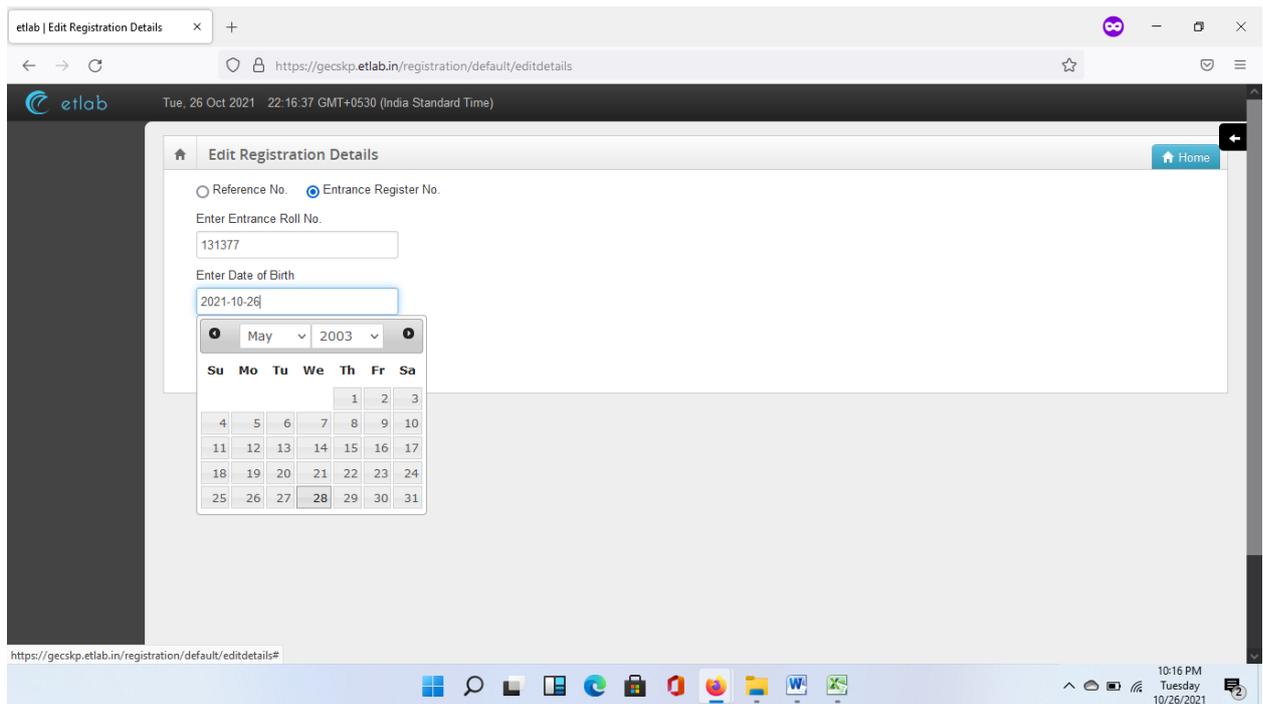
Visit the portal at <https://gectcr.etlab.in/registration/default/editdetails>



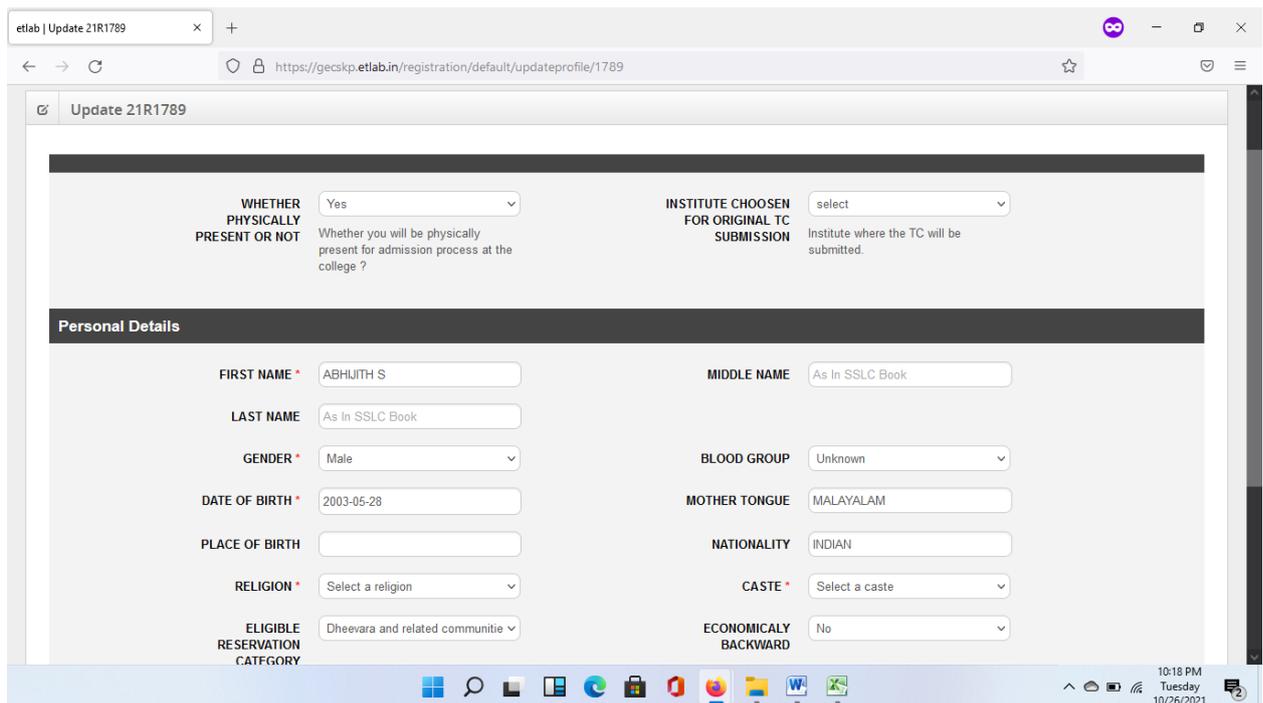
The screenshot shows a web browser window with the URL <https://gectcr.etlab.in/registration/default/editdetails>. The page title is "Edit Registration Details". At the top left, there are two radio buttons: "Reference No." (selected) and "Entrance Register No.". Below this, there are two input fields: "Enter Reference No." with a placeholder "Reference No. (Rxxxx)" and "Enter Date of Birth" with a date picker showing "2021-10-26". A blue "Search" button is located below the date picker. The browser's address bar shows the URL and the time "Tue, 26 Oct 2021 22:13:49 GMT+0530 (India Standard Time)". The Windows taskbar at the bottom shows the time "10:13 PM Tuesday 10/26/2021".

You will get the above given screen. In the top left corner you have option to choose either Reference No or Entrance Register No (**Better to choose Entrance Register No.** to avoid confusion) and then Enter the “Entrance Register No” and “Date of Birth” to select your record.

You use the date picker to select the date. And click on “Search” and the system will display the Name of student and will show a button “Next”. Click on next button.



On clicking the “Next” button system will display the following screen



Fill all the mandatory fields in the personal Details page and click on “Next”

Then system will show the Admission details. Choose the Quota and Fee Concession eligibility according to the **Data Sheet / Allotment Memo** downloaded portal CEE portal after publishing the 2nd phase allotment.

Admission Details

ADMISSION FOR *	BTECH	ACADEMIC YEAR *	2021-22
QUOTA *	Merit	TYPE	Regular
COURSE OPTED *	Mechanical Engineering		
ADMITTED RESERVATION CATEGORY	Dheevara and related communitie		
FEE CONCESSION ELIGIBILITY *	General(State Merit)	INCOME CATEGORY	APL
ENTRANCE TYPE	Kerala Entrance		
ENTRANCE ROLL NO *	131377	ENTRANCE RANK *	44674
COMMUNITY	Select Community	NATIVITY	Keralite
QUALIFICATION	Plus Two		

Then system will ask for Plus Two Details. **Consolidate Mark (ie, First year + Second year) is to be entered in the Mark columns**

Then system ask will for the SSLC or Equivalent details and the TC Details. Fill all the details without error

Update 21R1789

Secondary School Details (10th or Equivalent)

BOARD	<input type="text"/>	YEAR	select
REG NO	<input type="text"/>		

TC Details

LAST INSTITUTE (AS PER TC)	<input type="text"/>	TC NO	<input type="text"/>
TC DATE	yyyy-mm-dd		

Previous Next

Fill the TC Details Correctly and carry the TC when you are coming to college

Then the Address page will come. **Enter an active Mobile number and mail ID.** If the student not having a email id, please create and give the same. And also note that this Phone number and mail ID will be used for further communications.

etlab | Update 21R1789

https://gecksp.etlab.in/registration/default/updateprofile/1789

Contact Details

Present Address

Permanent Address [same as present address]

HOUSE NAME * NADUVILE MADATHIL PARAMBU

HOUSE NAME *

STREET * KAROOR

STREET *

POST / STREET 2 * AMBALAPUZHA

POST / STREET 2 *

DISTRICT * Select

DISTRICT * Select

PIN * 688561

PIN *

STATE * Select

STATE * Select

STUDENT PHONE NO 9037045004

EMAIL * abhijthsaiju007@gmail.com

LAND PHONE 7306205004

Previous Next

10:30 PM Tuesday 10/26/2021

In the next page give the Bank account details of Student. If no account for student leave it blank. Don't give the account details of parents.

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https://gecksp.etlab.in/registration/default/updateprofile/1789

Update 21R1789

Personal Marks for identification

PERSONAL MARKS 1

PERSONAL MARKS 2

Bank Details

NAME OF BANK

ACCOUNT NO

NAME OF BRANCH

IFSC CODE

Hostel Facilities

DO YOU NEED HOSTEL FACILITIES NO YES

Previous Next

10:33 PM Tuesday 10/26/2021

If you want to avail the hostel facility, please choose 'Yes' in hostel facilities. It is not an application just to know the status. Online application will be collected later.

In next screen the Give the Contact details of Parent

The screenshot shows a web browser window with the URL <https://gecksp.etlab.in/registration/default/updateprofile/1789>. The page title is 'Update 21R1789'. The main content area is titled 'Parent Details' and contains the following fields:

FATHER'S NAME *	<input type="text"/>	MOTHER'S NAME *	<input type="text"/>
FATHER'S OCCUPATION	<input type="text"/>	MOTHER'S OCCUPATION	<input type="text"/>
FATHER'S / GUARDIAN'S MOBILE NO *	<input type="text" value="0000000000"/>	MOTHER'S MOBILE NO	<input type="text" value="0000000000"/>
PARENT EMAIL	<input type="text"/>	PHONE OFFICE	<input type="text"/>
SELECT GUARDIAN	<input type="text" value="Father"/>	ANNUAL INCOME	<input type="text"/>

Below the form, there are two buttons: 'Previous' and 'Next'. A progress indicator shows 10 dots, with the 10th dot highlighted in blue.

Then an Upload page will come. **Upload your photograph and signature.** Upload all documents in **pdf** format.

Finally a verification page will come. Enter the code displayed in the screen and then click on "Register".

The screenshot shows a web browser window with the URL <https://gecksp.etlab.in/registration/default/updateprofile/1789>. The page title is 'Update 21R1789'. The main content area is titled 'Enter the code as shown in the image below' and contains the following elements:

VERIFY CODE  Get a new code

Below the form, there are two buttons: 'Previous' and 'Register'. A progress indicator shows 10 dots, with the 10th dot highlighted in blue.

In case of any Technical issue during completing the process, you may contact the following persons (Please avoid the late night calls)

Mr. Sijo S Vadakkan, sijovs@gectcr.ac.in, 9539601112

Ms. Aswathy M C, aswathymc@gectcr.ac.in, 9447945906