

Screening Process of Teaching Recruitment- University of Delhi

Screening Committee Dashboard of University of Delhi

Screening Committee Members have to log in to their account and click on **Teaching Recruitment Management** available in the left menu.

After clicking on the **Teaching Recruitment Management**, they will be able to view the following information in their dashboards:-



- **Advertisement Number**
- **Department Name**
- **Post Name**
- **Starting and Closing Date**
- **Candidates Applied (Count)**
- **Submitted (Submitted Application Count)**
- **Total Amount (of received Fee)**

Screening Process by Screening Committee Members

- The Screening Committee Member has to select the **View** button to view the application in detail with the following information:-

1. Form Number
 2. Summary of Point (Out Of 100, which are calculated by the System)
 3. Additional Uploads (if any)
 4. Personal Details
 5. Academic Qualifications
 6. Other/Additional Qualification
 7. Full-time Teaching Experience
 8. Full-time Research/Industry Experience
 9. Associate, Research Scientist, etc.
 10. Present Employment Details
 11. Research Papers in Peer-Reviewed or UGC listed Journals
 12. Awards
 13. Miscellaneous Information
 14. Languages Known
 15. No Objection Certificate
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CUTS [Status: Active](#) [Screening Not Done](#) [Action](#) [Print Application](#)

Full Name	Rajesh Singh	
Form No.	CUTS	
Post	Assistant Professor	
Subject and Specialization	DEPARTMENT OF EDUCATION	
Gender	Male	
Candidate's Category	Unreserved (UR)	
Applied for Category		

SUMMARY OF POINTS (Out Of 100)

S.No.	Criteria	Maximum Points	Points Claimed	Points Obtained	Screening Committee Points
1	Academic Score	80	20.00	20.00	
2	Research Publications	10	0.00	0.00	
3	Experience	10	0.00	0.00	
	Total Points	100	20.00	20.00	

- Screening members can print the summary of the application by clicking on **Print Application** button. They can perform the following actions by clicking on the **Action** button:-

1. Start Screening

2. Update Status

- After selecting the **Start Screening** option, the Screening Committee Member will be able to see the following three sections to verify and mark their remarks.

1. **Academic Qualifications**

2. **Full-time Teaching Experience**

3. **Research Papers in Peer-Reviewed or UGC listed Journals.**

Note: The Screening Committee Member has to **verify** all details uploaded documents by clicking on the **view** button and adding their marks and remarks accordingly.

1. The screening committee should proceed to the next section **only after saving** all the comments and marks by clicking on **Save**.

After the screening of the Research Section click on the **Finish Screening** button to finish the screening process for the respective candidate.

Finishing the Screening for a Candidate

When the screening members click on the **Finish Screening** button, a form will appear on the screen, where following information needs to be entered:-

1. **Verification Code:** The Screening members need to enter the numeric value of the form number. It is mentioned in the brackets after the **Finish Screening** heading.
2. **Name of Screening Committee Members:** The Screening Committee Members have to enter their names.
3. **Change Status:** Screening Committee Members can change the status of their application via this option.
4. **Remarks:** Here the committee members can add remarks accordingly.

After entering the aforementioned details, the Committee Member has to save details and finish the screening process by clicking on the **Save** button.

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[Security Management System →](#)

INTRO

Getting Started

Module Breakup and Prerequisites

ACADEMICS

Academics

Alumni Portal

Evaluation & Grading

Evaluation & Grading (for evaluator)

Hostel Management

Programme Management System

Student Feedback Management

Training and Placement

ACCOUNTS & FINANCE

Bill Tracking System

Budget & Accounts

Endowment

Payroll Management System

Research Project & Management System

ADMISSIONS

CU Admission Userguide

CUCET Administrative Portal - CUSB

CUCET User Guide for Registration 2021

DU Admission - PG

DU Admission - UG

DU Admission Backend

BASE MODULES

University Profile - Organizational Unit & Organigram

User Administration

DATA MANAGEMENT

University Web Portal - Technical Document

EMPLOYEE SERVICES

- Career Advancement Scheme
 - Employee Management - Admin
 - Employee Management - Non Teaching
 - Employee Management - Teaching
 - Knowledge
 - Leave Management System
 - ToT Management
-

GOVERNANCE

- Affiliation Management
 - Estate Management System
 - File Management & Tracking System
 - Inventory Management System
 - IT Service Desk
 - Legal Case Management System
 - Residence Allocation (E-housing)
 - RTI Management System
-

RECRUITMENT

- Recruitment Management (Candidate Portal) - Non-Teaching
 - Recruitment Management (Candidate Portal) - Teaching

 - Screening Process of Non-Teaching Recruitment
 - Screening Process of Teaching Recruitment
 - [Screening Process of Teaching Recruitment- University of Delhi](#)
 - Recruitment Management System (Teaching) - Admin Portal
-

UNIVERSITY FACILITY

Grievance Management

Health Management System

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