INSTRUCTIONS TO ASSIGN SUBJECT TO FACULTY ON HBTU ERP

- ✓ OPEN HBTU ERP URL 103.108.7.231
- ✓ CLICK ON FACULTY PORTAL & YOU WILL REDIRECT TO LOGIN PAGE



- ✓ NOW ENTER YOUR USER NAME & PASSWORD THEN CLICK ON LOGIN
- ✓ YOU WILL REDIRECT TO NEXT SCREEN OF ERP



✓ NOW SELECT SESSION THEN CLICK ON ENTER ✓ YOU WILL REDIRECT TO HOME PAGE OF HBTU ERP

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✓ NOW CLICK ON + (PLUS) SIGN OF ACADEMIC MASTERS ON LEFT SIDE

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✓ NOW CLICK ON **FACULTY SUBJECT ASSIGNMENT** ON LEFT SIDE

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✓ NOW YOU CAN ASSIGN SUBJECT TO FACULTY ON LEFT SIDE