INSTRUCTIONS ON HOW TO REGISTER AT RAC-S WEB PORTAL

Registering at RAC-S web portal is three step process. Only authorized persons can register at the portal.

Step 1: Permanent faculty members of MNIT Jaipur and Collaborating Institutes could request Institute Coordinators of their respective institute to initiate your registration in RAC-S web portal. You need to provide following details to the Institute Coordinators.
1. Name
2. E-Mail address, which would be used as login name. You should provide your official e-mail address. In case no official e-mail exists, you may provide any other e-mail address you regularly monitor.
3. Your mobile number.

On initiation of registration from Institute Coordinator, you would receive an e-mail with details of your temporary login.

Step 2: You could now login at RAC-S website and would need to immediately change your password. Please remember your password. On change of password you would be logged out of the system and then you need to login again using your new password. You should never share your password with anyone. You will be responsible for all your activities on RAC-S web portal.

Step3: On login again, as a onetime activity you need to fill all your profile details. You should also carefully select all that research area in which you are working and likely to submit research projects (You could select multiple research area by holding control key and clicking many choices). You may also update your profile picture as well as upload your ID Card, though not mandatory. On pressing "Submit" button your profile details would be updated, and you would be logged out. Your profile status would however still remain as "Review". After your profile details are updated, you may approach your Institute coordinator and ask her/him to change your profile status to "Complete". As soon as Institute Coordinator would update your status to "Complete" you would receive notification through e-mail. In case you are sure that you have filled all your details correctly and your profile status does not change to "Completed" within next 48 hours, please send an e-mail to: supportracs@mnit.ac.in.

Only when your profile status is "Complete" you would be able to submit the projects to RAC-S, MNIT Jaipur.