



September 16, 2019

### **Press Note**

The students of Semester 1 of all the Faculties of the Lucknow University Campus (Old and New) who have been admitted during the session 2019 . 20 had to complete their login on the University Data Resource (UDRC) Portal through the link that is available on the University website. They also had to give the option of paper through their login. In case some of them have not yet completed the process, they can do so till **September 22, 2019** after which the data would be transferred for use in the Examination process.

They can login by the following steps

- Students have to register by entering their Student ID/Univ. Roll No which is mentioned on Allotment Letter and ID Card issued by the University.
- A verification code would be sent on the mobile number registered at the time of form filling.
- In case the mobile number of the student is changed they can submit an application along with a copy of their ID card or copy of their allotment letter to get it updated in the University Data Resource Centre
  - Students studying in the Old Campus have to submit it at the Computer Centre, University of Lucknow
  - Students studying in the Old Campus have to submit to Dr. Vineet Saxena in the Institute of Management Sciences
- You can now create your own password by entering the verification code. The password should be of minimum 8 characters and should contain one capital, one small, a special character and one number. They can login and view their details.

Detailed login guidelines are given on the University website

**Prof. Anil Mishra**  
Director  
University Data Resource Centre

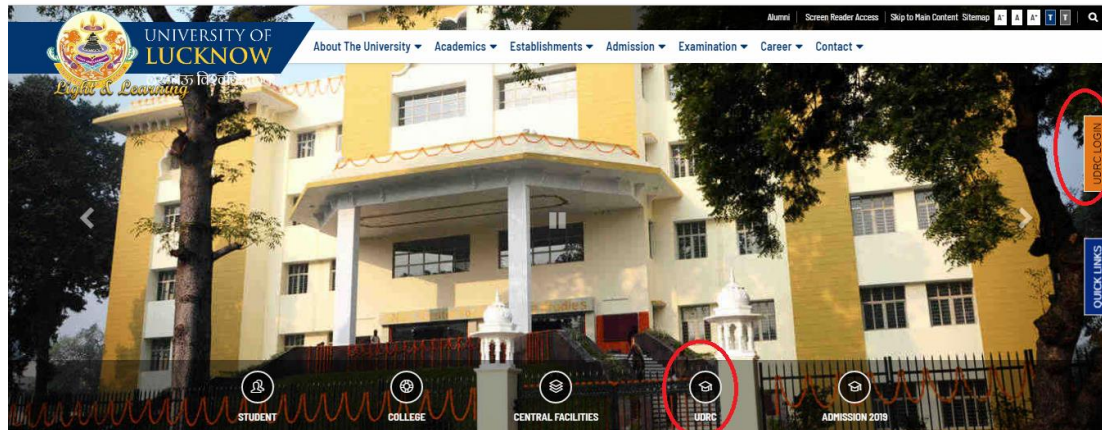


# UNIVERSITY OF LUCKNOW LUCKNOW

## UNIVERSITY DATA RESOURCE CENTRE

### Student Login Guidelines and Instructions

The students admitted to the LU Campus in the session 2017 . 18 onwards have to register in the portal of the University Data Resource Centre and complete their information. They have to access the Student Login link under UDRC which is available on the home page of the University website.



The steps involved are as follows

#### Step 1 Registration:

- Students have to register using their University roll number issued at the time of admission. They will receive a verification code on their mobile number entered by them at the time of form filling.
  - In case the mobile number of the student is changed they can submit an application along with a copy of their ID card or copy of their allotment letter to get it updated in the University Data Resource Centre.
    - Students studying in the Old Campus have to submit it at the Computer Centre, University of Lucknow
    - Students studying in the Old Campus have to submit to Dr. Vineet Saxena in the Institute of Management Sciences.

#### Step 2 Password Creation

- Students have to create their own password by entering the verification code. The password should contain minimum 8 characters with at least one capital, one small and one number.

#### Step 3 Data Verification and editing

On first login, Check the data displayed on your profile carefully.

- Some fields are non-editable (cannot be edited by you). While for editable fields, a text box has been provided that can be updated if required.
- All the fields which are marked '\*' are mandatory and cannot be left blank.

**Technical Helpline: 0522-4150500 (From 9:00 AM to 6:00 PM on working days only)**



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- Check the data carefully before submitting it.
- After authentication this data will be further used for other activities.
- You will be allowed to edit your data once only.
- Once the data has been submitted, any further changes cannot be made in it.
- The edited data fields will be subjected to approval from University authorities.

**Step 4 Instruction for Students if they have edited the data**

- Students studying in the Old Campus of the University
  - Take a printout of the changed Student data and submit the documents to Data Resource Centre (Computer Centre) of University of Lucknow.
- Students studying in the New Campus of the University
  - Take a printout of the changed Student data and submit the documents to Dr. Vineet Saxena in the Institute of Management Sciences, University of Lucknow.
- You have to submit necessary documentary proof for all the changes you have requested in the profile.
- The changes requested by you in the Profile are subject to verification by the University against the documentary proof.
- Once the changes have been verified by the University Data Resource Centre it will be visible in your Profile.
- For any other data that was not editable please submit an application to the In Charge University Data Resource Centre (Compute Centre) of University of Lucknow along with documentary proof of change.

**Assistance**

- In case of any problem students can contact the personnel of the Computer Centre, University of Lucknow (Old Campus).
- Students of the New Campus can contact Dr. Vineet Saxena in the Institute of Management Sciences, University of Lucknow (New Campus).