

RIT Hackathon Registration Portal – User Manual (2025–26)

1. Introduction

The RIT Hackathon Registration Portal allows students to create an account, complete Phase-I and Phase-II registration, upload payment details, and manage team information. This user manual provides step-by-step instructions with screen-by-screen guidance.

2. Website Home Page

When you visit the RIT Hackathon homepage, you will see:

- Top navigation menu: Home, About, Gallery, FAQ, View Schedule, Contact Us, Login
- Option to create a new account or log in.



WELCOME

RIT Hackathon

Welcome to RIT Hackathon 2K26!

We are delighted to host passionate and innovative students from across the country for this national-level event. RIT Hackathon 2K26 provides a dynamic platform where creativity meets technology, enabling participants to design solutions that address real societal and industrial challenges.

This year, the hackathon is conducted in two stages—Phase-1 (Online) and Phase-2 (Offline)—ensuring wider participation and a more impactful experience. Phase-1 allows teams to submit their ideas remotely, while Phase-2 invites shortlisted teams to the RIT



3. Create a New Account

3.1 Registration Form

Click on **Register** to open the account creation form.

You must enter:

- **First Name**

- **Last Name**
- **Mobile Number** (will be used as your password later)
- **Email Address** (will be used as your username)

After entering the details, click **Register**.



The screenshot shows the RIT Hackathon 2026 registration page. At the top, there are logos for RIT Hackathon, SMART FORCE, and RIT. Navigation links include Home, About, Gallery, FAQ, View Schedule, Contact Us, and a Login button. The main heading is "RIT Hackathon 2026". Below it, the section "Create a new account" contains a form with the following fields: First Name (filled with "Rutudhanya"), Last Name (filled with "Narmada"), Mobile Number (filled with "8262002158"), and Email address (filled with "2417004@rit.edu.in"). There is a "Register" button, a link for "Have an account?", and a "Login" button. To the right of the form is an illustration of four people assembling large puzzle pieces. The footer contains the copyright notice: "Copyright © 2021 Rajarajeshwari Institute of Technology. All rights reserved."

4. Registration Success Page

After successful account creation, a confirmation page appears:

“Your registration process has been completed.”

Important instructions:

- Use your **email address** as the **username**
- Use your **mobile number** as the **password** to log in



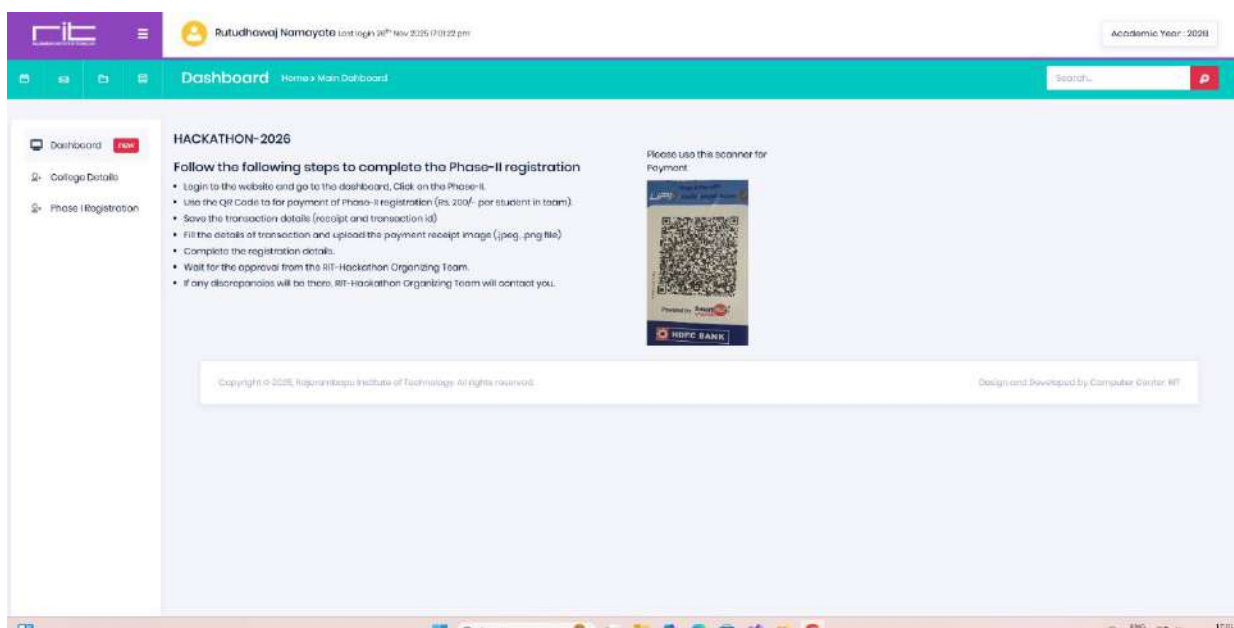
5. User Dashboard

Once logged in, you are taken to the **Dashboard**.
The dashboard menu includes:

- **Dashboard**
- **College Details**
- **Phase I Registration**

Dashboard instructions display:

Steps to complete **Phase-II registration**, including QR code for payment.



6. College Details Entry

Click on **College Details** in the left menu.

6.1 Add College Information

Enter:

- College Name
- College Address
- State
- District
- Taluka

Click **Add**.

Your college entry will appear in the **College Details Table** below.

You can also **Edit** the details if needed.

The screenshot shows the 'College Details' form and table in the RITC portal. The form includes fields for College Name, College Address, State, District, Taluka, and Taluk. Below the form is a table with the following data:

College Name	College Address	State	District	Taluka	Taluk	Actions
Rajarambapu Institute of Technology Rajaramnagar	Rajarambapu Institute of Technology Rajaramnagar	Maharashtra	Sangli	Wadga		Add

Showing 1 to 1 of 1 entries.

7. Phase I Registration

Click **Phase I Registration** in the menu.

7.1 Select Track

Choose your track from the dropdown:
Example: **Embedded System and IoT**

7.2 Upload File

Upload any required files (if applicable).

7.3 Enter Number of Participants

Enter the number of team members (e.g., 3).

7.4 Enter Participant Details

You must fill:

- First Name
- Middle Name
- Last Name

for each team member.

Example:

- Ayush Satyajit Jadhav
- Vishwajit Maruti Koli
- Pranav Maruti Shinde

7.5 Enter Payment Details

After scanning the QR and paying:

- Enter **Transaction ID**
- Enter **Transaction Date**
- Upload **Transaction Receipt Image** (.jpg or .png)

7.6 Submit

Click **Submit** to complete Phase-I registration.

Your team details will appear in the **Team List Table** at the bottom.

The screenshot shows the 'Phase I Registration' form in the Rutudhawaj Namayata portal. The form includes fields for Track (Embroidered System and art), Upload File, No. of Participants (3), and three rows of participant details (First Name, Middle Name, Last Name). The Transaction ID is XXXXXXXXXX, and the Transaction Date is dd/mm/yyyy. There are 'Cancel' and 'Submit' buttons. Below the form is the 'Team List' section with a table showing Application Id, Track Name, No. of Participants, Student Name, and Status. The table has a search bar and a 'Show 10 entries' button.

Application Id	Track Name	No. of Participants	Student Name	Status
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