

## USER GUIDE

### 1. Log into [www.thims.gov.in](http://www.thims.gov.in)

The screenshot displays the homepage of the Tourism & Hospitality Institute Management System (THIMS). The browser address bar shows the URL [www.thims.gov.in](http://www.thims.gov.in). The page features a blue header with navigation links: Sitemap, Feedback, FAQ's, Skip to Main Content, Screen Reader Access, and font size controls (A+, A, A-). The main content area includes the THIMS logo, the text "TOURISM & HOSPITALITY INSTITUTE MANAGEMENT SYSTEM" and "Ministry of Tourism, Government of India". There are three buttons for "User Login", "Applicant Login", and "New Registration", along with a search bar. A navigation menu contains links for HOME, ABOUT US, COURSES / PROGRAMMES, INSTITUTES, APPLICANT'S CORNER, and CONTACT US. The central focus is on three institutes: NCHMCT (National Council for Hotel Management & Catering Technology), IITM (Indian Institute of Tourism Management), and IISM (International Institute of Sports Management). Each institute is represented by a colored panel with its logo and name. A "Read More" button is visible on the right side of the institute panels.

## 2. Click on 'User Login'



The screenshot displays the homepage of the Tourism & Hospitality Institute Management System (THIMS). The browser address bar shows the URL [thims.gov.in](http://thims.gov.in). The page features a blue header with navigation links: Sitemap, Feedback, FAQ's, Skip to Main Content, Screen Reader Access, and font size controls (A, A+, A). The main header includes the THIMS logo, the text "TOURISM & HOSPITALITY INSTITUTE MANAGEMENT SYSTEM", and "Ministry of Tourism, Government of India". Three buttons are visible: "User Login" (highlighted with a red arrow), "Applicant Login", and "New Registration". A search bar is located to the right of the buttons, and the date "11 January, 2021 04:38:24 PM" is displayed below it. The main navigation menu includes: HOME, ABOUT US, COURSES / PROGRAMME, INSTITUTES, APPLICANT'S CORNER, and CONTACT US. The "INSTITUTES" section is expanded, showing three colored panels: NCHMCT (orange), IITM (yellow-green), and IISM (maroon). Each panel contains the institute's name and logo. A "Read More" button is positioned to the right of the IISM panel.

3. Fill-in your Login ID as provided in the Notice with default password '123456'. Enter Verification code and then click on login.

User Login x +

Not secure | thims.gov.in/IMSApplication/login.aspx?ReturnUrl=%2fimsapplication%2f

### Login to THIMS

Login ID

Password

Verification Code

Remember Me [Forgot Password?](#)

Login

Powered by NIC

The application/portal best viewed and compatible in Internet Explorer v9.0 and above, Mozilla Firefox v44.0 and above, Google Chrome v48.0 and above and Safari 5.1.2 and above.

4. Under 'Admission' tab, click on 'Student Profile'

The screenshot shows a web browser window with the URL `thims.gov.in/IMSApplication/Modules/StudentProfile/StudentDashboard.aspx#`. The page features the THIMS logo and a navigation menu. The 'Admission' tab is active, and the 'Student Profile' link is highlighted with a red arrow. The main content area is divided into three sections: 'Student Attendance', 'Event List', and 'Fees'. The 'Student Attendance' section includes a circular progress indicator showing 0% and a table of attendance records.

Subject Code	Total Lectures	Attended Lectures	Percentage
BHM111T	0	0	0.00
BHM112T	0	0	0.00
BHM113T	0	0	0.00
BHM114T	0	0	0.00
BHM105T	0	0	0.00
BHM106T	0	0	0.00
BHM116T	0	0	0.00

5. The students are strictly advised to fill all the data in i) Personal, ii) Guardian Detail & iii) Bank detail tabs, as the same would be used in future correspondence

The screenshot shows a web browser window with the URL `thims.gov.in/IMSApplication/Modules/StudentProfile/StudentProfile.aspx`. The page title is "STUDENT PROFILE". The navigation menu includes "Admission" and "Student Profile". The "Bank Detail" tab is highlighted, and a red arrow points to it from the right. The form contains the following fields:

- Student Full Name:\*
- Gender:
- Father Name:
- Mother Name:\*
- Date of Birth:
- Marital Status:\*
- Category:\*

On the right side, there are two upload buttons: "Upload Image:\*" and "Upload Signature:\*", both with "g/i" icons below them.

6. The students are also required to change their THIMS ID password after first login into the portal

The screenshot displays the THIMS Student Dashboard interface. The browser address bar shows the URL: `thims.gov.in/IMSApplication/Modules/StudentProfile/StudentDashboard.aspx`. The page features a blue header with the THIMS logo and a navigation menu on the left. The main content area is divided into several sections:

- Student Attendance:** A red header section containing a circular progress indicator showing 0% attendance and a table with columns for Subject Code, Total Lectures, Attended Lectures, and Percentage. The table lists subjects BHM111T through BHM116T, all with 0 total and attended lectures and 0.00 percentage.
- Student Profile:** A green header section with a user profile card. A dropdown menu is open, showing the user's name (redacted), affiliation (NCHMCT), and institute (IHM Shimla). A red arrow points to the **Change Password** button in the dropdown.
- Event List:** An orange header section with a **View Calendar** link.
- Fees:** A dark blue header section.

The footer of the page contains the URL: `thims.gov.in/IMSApplication/Modules/StudentProfile/StudentDashboard.aspx#`.