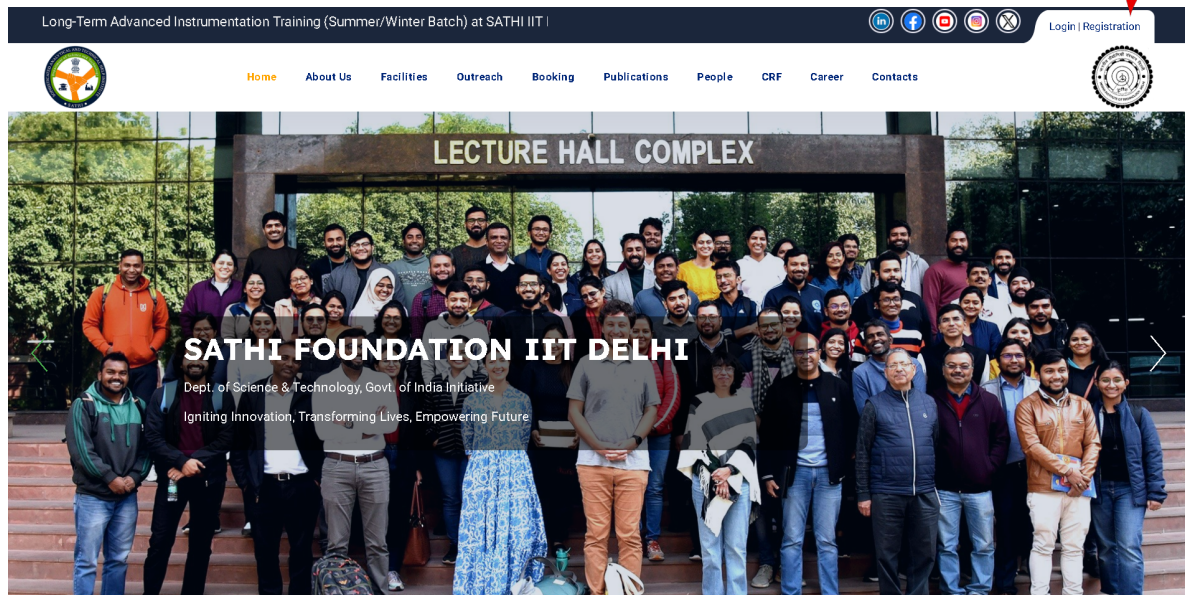


Follow the steps below to book an instrument through the Sathi Portal.

Open Sathi IIT Delhi Website :- <https://sathi.iitd.ac.in/>

Step - 1

Please register by clicking on the Registration option.



Step - 2

Please fill in all the required information accurately to complete the registration process successfully.

SATHI IIT Delhi receives 'NABL Accreditation' for CHNS/O testing Facility | Now Op

Home About Us Facilities Outreach Booking Publications People CRF Career Contacts

Registration

Personal Information

Title: Select Title
First Name*:
Last Name*:
Gender*: Select Gender
Email*:
Code*: +91
Mobile No*:
Address*:
Pin Code/Zip Code*:
Country*:
State*:
District*:
City*:
Select User Category*:
Select User category

Organisation Details

Organisation/Institute Name*:
Department*:
Designation*:
Research Area*:

Account Information

Bill/Receipt in Name of*:
Billing Address*:
Billing State*:

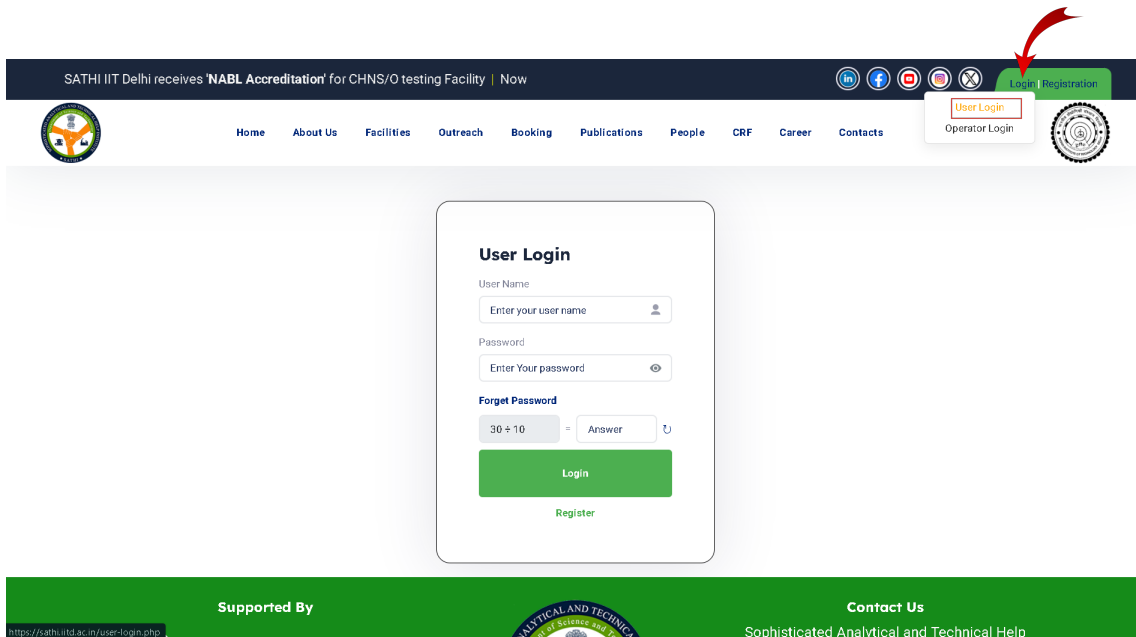
User Login Credentials

User Name*:
Password*:
Confirm Password*:

Captcha: Enter CAPTCHA S8ROF2

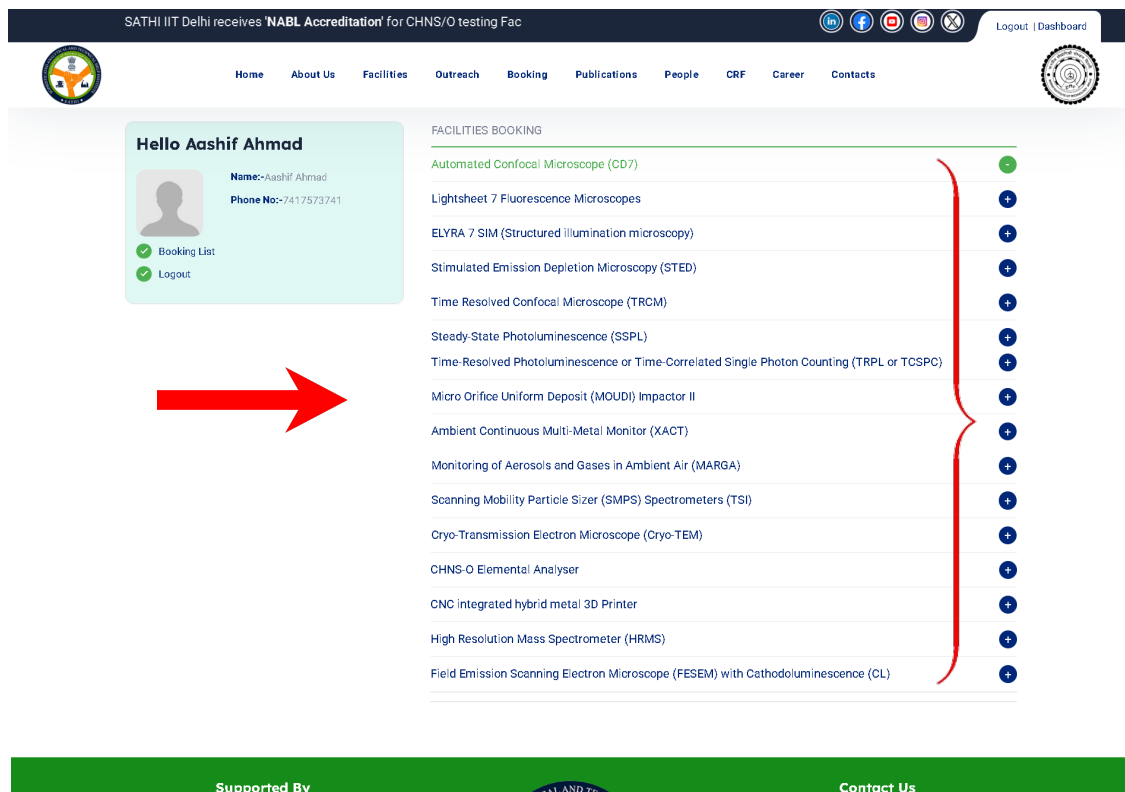
Submit

Step - 3 After registration, click on **User Login** using the **username** and **password** sent to your registered email.
Please note that you can log in only after your account has been approved by the admin.



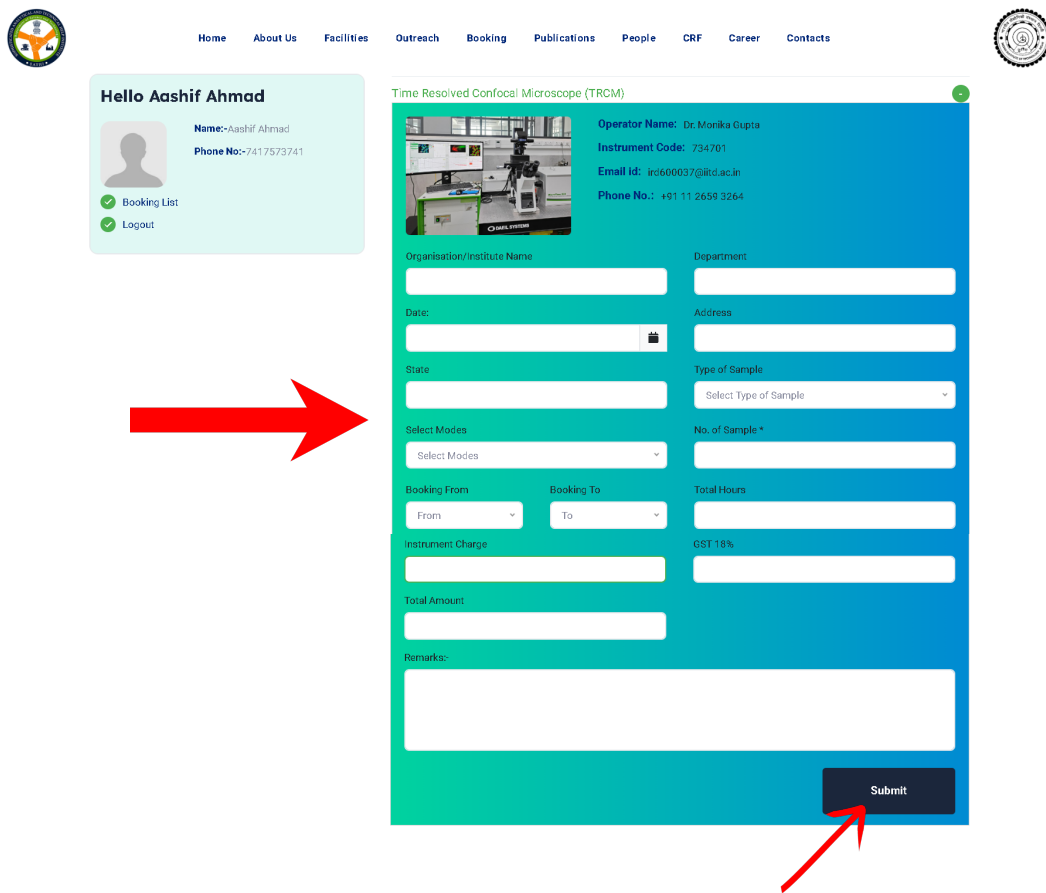
Step - 4

After logging in, please select an instrument to proceed with the booking.



Step - 5

Fill in the booking form with the required details and submit it for confirmation.



The screenshot shows a user interface for booking a Time Resolved Confocal Microscope (TRCM). On the left, a user profile for Aashif Ahmad is visible, including a name, phone number, and options for 'Booking List' and 'Logout'. The main area contains a booking form with the following fields:

- Organisation/Institute Name
- Department
- Date
- Address
- State
- Type of Sample (dropdown menu)
- Select Modes (dropdown menu)
- No. of Sample *
- Booking From (From dropdown) and Booking To (To dropdown)
- Total Hours
- Instrument Charge
- GST 18%
- Total Amount
- Remarks (text area)

A red arrow points to the 'Submit' button at the bottom right of the form.

Click on ****Submit**** to complete the booking process.

Your booking will be reviewed by the relevant operator, and you will receive a confirmation message once it has been approved.