Student's Guide

Accessing your Account

Visit **http://www.eng.uwi.tt/depts/elec/ugrad/ecng3020/**.

Use your default login to gain access.

USERNAME: UWI ID Number
PASSWORD: Date of Birth yyyymmdd

To change your password click on 🔒 **Change Password**. Follow the instructions. Remember to choose a password that is easy enough for you to remember but difficult for others to figure out.

Remember to logout at the end of your session by selecting ❌ **Logout**.

If you experience any difficulty please **contact the ECNG3020 Coordinator** who will reset your default login.

Creating a Proposal

This feature of the ECNG3020 Special Project Portal allows you to **create**, **revise** and **submit your project proposals**.

Click on 📝 **Create Project Proposal**.

Fill in the respective fields of the proposal. Make sure to select the project type. By clicking on ❓ you can readily access a summary of project types.

When you are finished you can **preview** your proposal, **save** your proposal for later revisions or **submit** to the coordinator for approval by clicking on the appropriate button.

| Preview | Save Draft | Submit Final |

You can **review** or **edit** your proposals by clicking on 📁 **My Project Proposals**. Your draft proposals will appear in a table such as the one displayed below.

Date yyyy-mm-dd	Title	Actions
2007-09-01	**Special Project Management System**	📝 ❌

To edit click 📝.

You may discard your draft by clicking ❌.