

VU/Circular/2023-24/014

Date: 08-02-2024

## Circular

All the Faculty members and staff members of Vishwakarma University, Pune, are hereby informed that, biometric attendance machines installed in the buildings 1 & 2 will be under maintenance scheduled from 12-02-2024 to 14-02-2024. In view of this, all are hereby requested to install the VIERP-Faculties app and complete the registration so as to use it to mark the daily attendance through this app.

For detailed instructions, please refer to the following YouTube links:

1. How to register employee for Biometric Mobile App:

[https://www.youtube.com/watch?v=PqjRsiKELbl&pp=ygUraHR0cHM6Ly93d3cueW91dHViZS5jb20vd2F0Y2g\\_dj1QcWpSc2xLRUxiSQ%3D%3D](https://www.youtube.com/watch?v=PqjRsiKELbl&pp=ygUraHR0cHM6Ly93d3cueW91dHViZS5jb20vd2F0Y2g_dj1QcWpSc2xLRUxiSQ%3D%3D)

2. How to mark attendance using Mobile App:

[https://www.youtube.com/watch?v=ZK\\_Is55KE9w](https://www.youtube.com/watch?v=ZK_Is55KE9w)

**Note-** a. If anyone is unable to register for biometric registration, go to the link which is given on home screen under "Customer Support" link.

b. For any query please mail to [coordinator.establishment@vupune.ac.in](mailto:coordinator.establishment@vupune.ac.in).



*[Signature]*  
Registrar

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