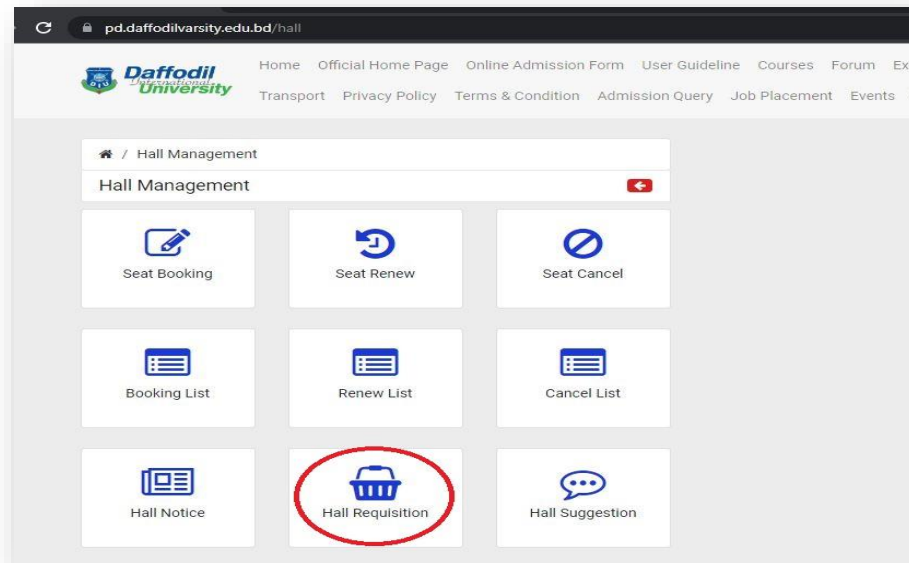
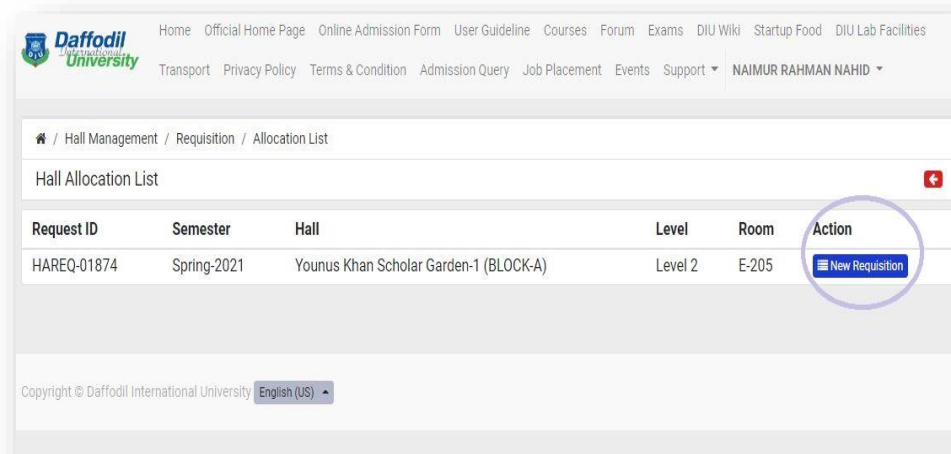


➔ How to submit hall requisition on Hall Mgt. Online Portal

➤ Click Hall Requisition (On DIU Hall Page)



➤ Follow the step- step



➤ Mandatory Fields/ and submit for confirmation button.

Home / Hall Management / Requisition / Allocation List / HAREQ-01874

Hall Requisition Form

Requisition Title *

table Requisition

Hall Younus Khan Scholar Garden-1 (BLOCK-A) **Level** Level 2 **Room** E-205

Requisition Details

table Requisition

Requisition Items *

Select	Item	Item Code	Quantity
<input type="checkbox"/>	Select Item..]		1 Pics

Add Row **Delete Row** for adding multiple items

Submit


Red-Star (*) marked are mandatory fields.

➤ **Check the status**


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Home / Hall Management / Requisition

Hall Requisition




Requisition Form



Requisition List

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Requisition List ←

Requisition ID	Title	Requisition Date	Response Date	Status	Action
RQ-00004	table Requisition	21/10/2021 12:00 AM		Submitted	View

[Home](#) / [Hall Management](#) / [Requisition](#) / [Requisition List](#) / [RQ-00004](#)

Hall Requisition View ←

Status: Submitted

Requisition No: **RQ-00004**

Title: **table Requisition**

Requisition Date: **21 October-2021**

Requisition Details: **table Requisition**

Item	Item Code	Quantity
Table (Reading)	RQITEM-00003	1.0 Pics

Hall info For Boys: 01533651736 barinroy.aho@daffodilvarsity.edu.bd
Hall info for Female: 01847334765 afrozaakter@daffodilvarsity.edu.bd
 01847334791 kanisfatema@daffodilvarsity.edu.bd