

2014

User Manual for Industries

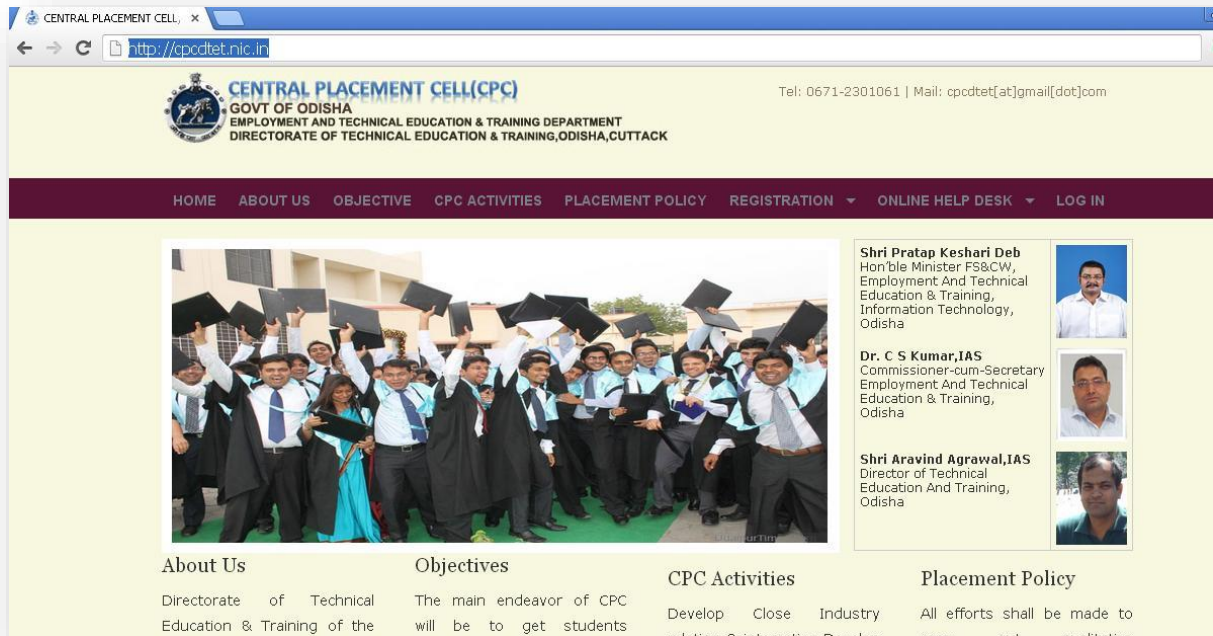
Central Placement Cell, Directorate of
Technical Education & Training, Odisha

This user manual will guide you how to register and update your profile in
Central Placement Cell, DTE&T, Odisha (<http://cpcdtet.nic.in>)



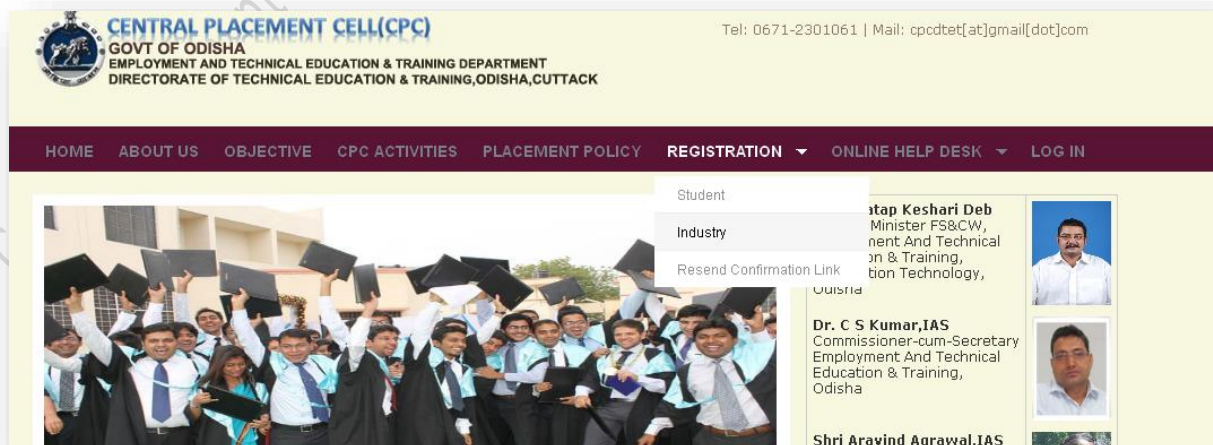
Go to CPC Website:

Open your web browser and type <http://cpctet.nic.in/> it will take you to the home page of Central placement Cell, DTE&T, Odisha Website.



New Registration:

Go to <http://cpctet.nic.in/> it will take you to the home page of Central Placement Cell (CPC) now in the main menu go to Registration, sub-menu Industry click on the link. It will take you to the new registration page.



Enter

1. **Name of the Industry**, do not use any special character or number in this field, enter your correct Industry name.
2. **E-mail Address**, Enter your correct EMAIL ID which will be used for sending confirmation Email and further communication with you.
3. **Mobile Number**, Enter your 10 digit MOBILE NUMBER ,do not add 0 or country code this mobile number will be used to send SMSs from CPC.

Then click on Submit Button.

A confirmation Email will be sent to your mail.

CENTRAL PLACEMENT CELL(CPC)
GOVT OF ODISHA
EMPLOYMENT AND TECHNICAL EDUCATION & TRAINING DEPARTMENT
DIRECTORATE OF TECHNICAL EDUCATION & TRAINING, ODISHA, CUTTACK

Tel: 0671-2301061 | Mail: cpdttet[at]gmail[dot]com

HOME ABOUT US OBJECTIVE CPC ACTIVITIES PLACEMENT POLICY REGISTRATION ONLINE HELP DESK LOG IN

REGISTRATION FOR CPC

Name of the Industry

E-mail Address

Mobile Number (Enter 10 digits Mobile No, do not add 0 or country code)

Submit

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Registered but did not receive Confirmation Mail:

If you have registered but did not receive any confirmation mail in your mail id , the use the Resend Confirmation Link in sub menu of REGISTRATION link in home page of CPC.

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Student
Industry
Resend Confirmation Link

Atap Keshari Deb
Minister FS&CW,
ment And Technical
on & Training,
tion Technology,
Odisha

Dr. C S Kumar, IAS
Commissioner-cum-Secretary
Employment And Technical
Education & Training,
Odisha

Enter

1. Registered E-mail Address
2. Registered Mobile Number

What you have provided at the time of registration and click on RESEND LINK button to receive your confirmation mail again.

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HOME ABOUT US OBJECTIVE CPC ACTIVITIES PLACEMENT POLICY **REGISTRATION** ONLINE HELP DESK LOG IN

You Are Here » Home » [Resend Confirmation Link](#)

If you Have Register for Central Placemant Cell and didn't recieve your Confirmation Mail, Then Kindly enter your Email Id and Mobile Number to Resend Confirmation Mail.

Registered E-mail Address

Registered Mobile Number (Enter 10 digits Mobile No, do not add 0 or country code)

Resend Link

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Confirm Registration:

After receiving the confirmation mail in your EMAIL ID, by clicking on the activation link sent to you via email will redirect you to the Confirm Registration page now you can set PASSWORD for your account with any of your choice password which must satisfy our Password Policy.

Our password policy

- #1. must contains at least one uppercase character (A - Z)
- #2. must contains at least one lower case character (a - z)
- #3. must contains at least one numeric digit (0 - 9)
- #4. must contains at least one special character (e.g. @\$%^&+=)
- #5. Must not contain blank space(s)
- #6. Password length at least 8 characters and maximum of 20

Enter

1. **Password**, which you will use for login to your CPC Account.
2. **Confirm Password**, password and confirm password must match.

After entering your password and confirm password in the confirmation page click on **CONFIRM** button which will display a message “**Password set successfully**” and you will be redirected to home page of central placement cell.

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SANTUN PANIGRAHI Monday, February 24, 2014, 10:42 AM

CONFIRM REGISTRATION

Name: SANTUN PANIGRAHI

Password: [REDACTED]

Confirm Password: [REDACTED]

Confirm

Password Policy

- #1. must contains at least one uppercase character (A - Z)
- #2. must contains at least one lower case character (a - z)
- #3. must contains at least one numeric digit (0 - 9)
- #4. must contains at least one special character (e.g. @\$%^&+=)
- #5. Must not contain blank space(s)
- #6. Password length at least 8 characters and maximum of 20

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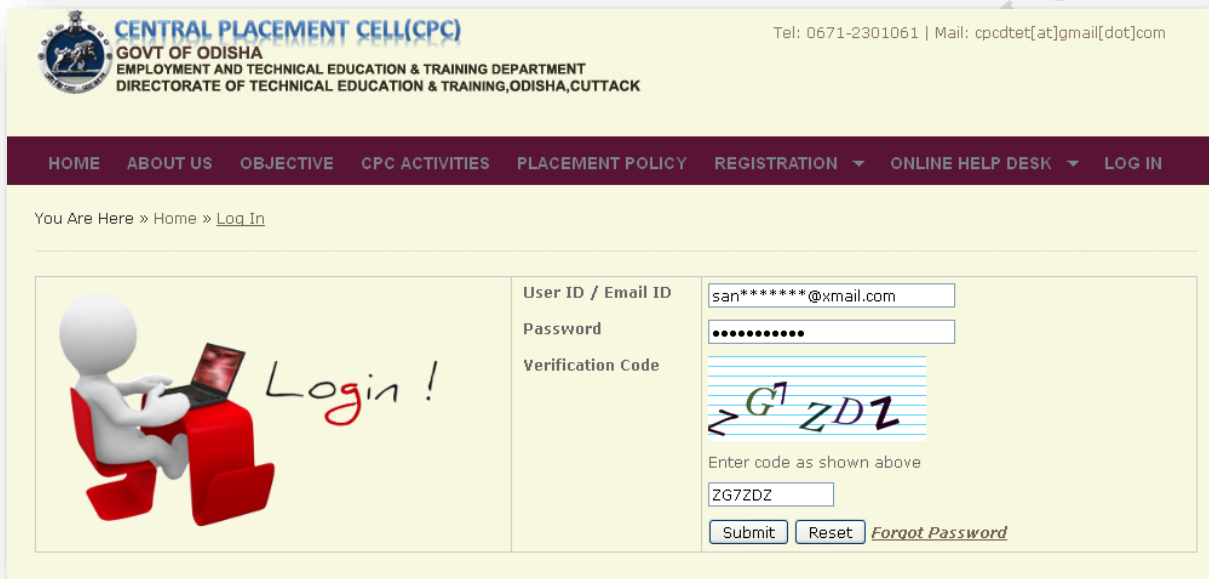
Log In:

After confirming your Registration, Now you can use the LOG IN link in home page to log in into your account.

Enter

1. **User ID / Email ID**, the email id which you provide at the time of registration.
2. **Password**, you set at the time of confirm registration.
3. **Verification Code**, Characters displayed in the image.

Click on SUBMIT button to login to your account or RESET to reset all the fields.




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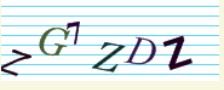
HOME ABOUT US OBJECTIVE CPC ACTIVITIES PLACEMENT POLICY REGISTRATION ONLINE HELP DESK LOG IN

You Are Here » Home » [Log In](#)



User ID / Email ID

Password

Verification Code 

Enter code as shown above

[Forgot Password](#)

Forgot Password:

In Case if you forgot your password and unable to access your account, you can use the FORGOT PASSWORD link present at the bottom of the LOGIN page to reset your password again.

Enter

1. **Registered E-mail Address**
2. **Registered Mobile Number**

A Reset Password link is send to your Email Id which will allow you to reset your password.

The link sent you via Email are only valid for one day so use the link in the same day to reset your password or else the link will be expired automatically.



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[HOME](#) [ABOUT US](#) [OBJECTIVE](#) [CPC ACTIVITIES](#) [PLACEMENT POLICY](#) [REGISTRATION](#) [ONLINE HELP DESK](#) [LOG IN](#)

You Are Here » Home » [Forgot Password](#)

Registered E-mail Address	<input type="text" value="san*****@xmail.com"/>
Registered Mobile Number	<input type="text" value="943*****"/> (Enter 10 digits Mobile No, do not add 0 or country code)
<input type="button" value="Submit"/>	


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SP SOFT SOLN Monday, February 24, 2014, 12:05 PM

RESET PASSWORD

Name	<input type="text"/>	<p><u>Password Policy</u></p> <p>#1. must contains at least one uppercase character (A - Z) #2. must contains at least one lower case character (a - z) #3. must contains at least one numeric digit (0 - 9) #4. must contains at least one special character (e.g. @\$%^&+=) #5. Must not contain blank space(s) #6. Password length at least 8 characters and maximum of 20</p>
Password	<input type="password"/>	
Confirm Password	<input type="password"/>	
<input type="button" value="Reset Password"/>		

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Add Details:

After successfully log in to your account you can add Industry details for Central Placement Cell.

You have to fill all the fields and click on the SUBMIT button to save your details.

Provide all the correct details. If you found that you have given any wrong information you will be unconditionally block for any Placement Assistance from Central Placement Cell.

1. **Full Name of the Industry** (this field is pre filed in the form)
2. **Profile**, profile of the Industry.
3. **Head Office Address**, complete postal address of industry's head office.
4. **Contact Person Name**, Full name of the person to contact for all further processes.
5. **Contact Person Designation**, Designation of the contact person.
6. **Phone Number(Off)**, office phone number (with STDCODE, min 6, max 12 digit)
7. **Phone Number(Res)**, residence phone number (with STDCODE, min 6, max 12 digit)
8. **FAX No**, fax no (with STDCODE, min 6, max 12 digit)
9. **Placement Process**, select from the radio button.
10. **Tentative Student to be selected**, the skills with you wants students.
11. **Define designation & work profile**, the designation and work profile you are recruiting for.
12. **Declaration**, you must check the **I Accept** check box to submit your profile to CPC.



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SP SOFT SOLN Tuesday, February 25, 2014, 10:28 AM

Industry Details

Add Details

Edit Details

Make Payment

Payment Status

Help Desk

Help Desk

Campus Details

Search Candidate

Upcoming Interviews

Schedule Interview

Publish Result

Interview Result

View Companies

No of Applications

Account

Change Password

Log Out

ADD INDUSTRY DETAILS FOR CPC

1.	Full Name of the Industry	SP SOFT SOLN
2.	Profile	Software Industry
3.	Head Office Address	N3/ **, Navapalli IRC Village, Bhubaneswar 751015
4.	Contact Person Name	San** Pa*****
5.	Contact Person's Designation	HR Manager
6.	Phone Number (Off)	0674*****
7.	Phone Number (Res)	0674*****
8.	FAX No	0674*****
9.	Placement Process	<input type="radio"/> Oral <input type="radio"/> Written <input checked="" type="radio"/> Both
10.	Tentative students to be selected	.NET, SQL SERVER
11.	Define designation & work profile	Assistant Programmer
12.	Declaration	<p>I hereby declare that the information provided by me is true and subject to verification by Company. I understand that any incorrect, false information given by me in this application form will render me unconditionally liable for termination of any Placement Assistance from Central Placement Cell. I have read and fully understood the Policy of CPC.</p> <p><input checked="" type="checkbox"/> I Accept</p>


Submit

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Edit Details:

If you have added your details already then you are allowed to EDIT all your details.

To edit your details you can use the link present in the left side menu after your successful login once you added your details.

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SP SOFT SOLN Monday, February 24, 2014, 11:59 AM

EDIT INDUSTRY DETAILS FOR CPC

1.	Full Name of the Company	SP SOFT SOLN
2.	Profile	<input type="text" value="Software Farm"/>
3.	Head Office Address	<input type="text" value="n3 / ** , Nayapali IRC Village Bhubaneswar 751015"/>
4.	Contact Person Name	<input type="text" value="Sa*** Pan****"/>
5.	Contact Person's Designation	<input type="text" value="HR Manager"/>
6.	Phone Number (Off)	<input type="text" value="06747*****"/>
7.	Phone Number (Res)	<input type="text" value="067458*****"/>
8.	FAX No	<input type="text" value="067456*****"/>
9.	Placement Process	<input type="radio"/> Oral <input type="radio"/> Written <input checked="" type="radio"/> Both
10.	Tentative students to be selected	<input type="text" value=".NET, SQL SERVER"/>
11.	Define designation & work profile	<input type="text" value="Assistant Programmer"/>
12.	Declaration	<p>I hereby declare that the information provided by me is true and subject to verification by Company. I understand that any incorrect, false information given by me in this application form will render me unconditionally liable for termination of any Placement Assistance from Central Placement Cell. I have read and fully understood the Policy of CPC.</p> <p><input checked="" type="checkbox"/> I Accept</p> <p><input type="button" value="Update"/></p>

Industry Details

- Add Details
- Edit Details
- Make Payment
- Payment Status

Help Desk

- Help Desk

Campus Details

- Search Candidate
- Upcoming Interviews
- Schedule Interview
- Publish Result
- Interview Result
- View Companies
- No of Applications

Account

- Change Password
- Log Out

Central Placement

Help Desk:

If you have any query you want to ask to Central Placement Cell, then use the Help Desk link in the left side menu after successful login.

You are advised to check the frequently asked Questions before asking any query to us, which is present in HOME page of CPC under Online Help Desk menu.

Enter

1. **Subject**, subject of the query.
2. **Message**, your query message.
3. **Enter Image Code**, Characters displayed in the image.

Click on SUBMIT button to submit your query to CPC or RESET to reset all the fields.

You can check the Help Desk link Again to view reply of your query or CPC can send it to you via your registered Email id or to your registered mobile number.


[Go To Home](#)

SUBMIT YOUR QUERY

Subject

Message (Maximum 200 characters)

Enter Image Code



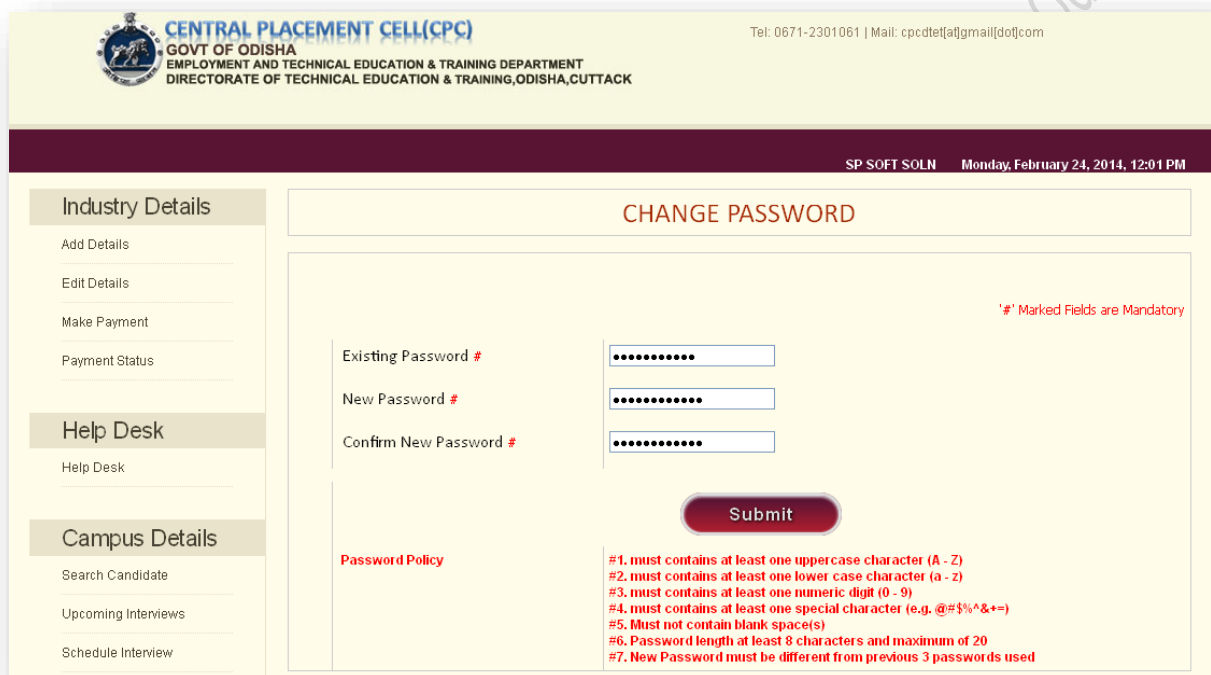
Sl No	Subject	Message	Date	
1	Forgot Password	not able to Log In	20/02/2014	Click To View Reply
2	My profile is not verified	i register last month but my profile is still not verified	20/02/2014	Click To View Reply

Change Password:

If you want to change your password you can use the Change Password link Under Account Section in the left side menu.

Enter

1. **Existing Password**, your current password
2. **New Password**, new password which satisfy our password policy display in the page.
3. **Confirm New Password**, new password and Confirm password must match



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SP SOFT SOLN Monday, February 24, 2014, 12:01 PM

CHANGE PASSWORD

#' Marked Fields are Mandatory

Existing Password #

New Password #

Confirm New Password #

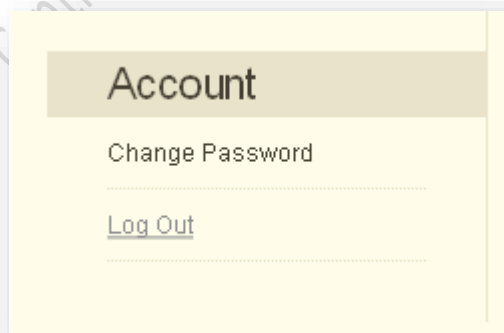
Submit

Password Policy

- #1. must contains at least one uppercase character (A - Z)
- #2. must contains at least one lower case character (a - z)
- #3. must contains at least one numeric digit (0 - 9)
- #4. must contains at least one special character (e.g. @#%&+)=)
- #5. Must not contain blank spaces)
- #6. Password length at least 8 characters and maximum of 20
- #7. New Password must be different from previous 3 passwords used

Log out:

When you done with all your activities in Central Placement Cell. Use the **LOG OUT** link under Account Section in the left side menu to successfully sign out of your account.



Account

Change Password

[Log Out](#)