



Ref no. : MAKAUT-WB/CDP/004/2021-22

Date: 24/12/2021

NOTICE

Examinations of different Certificate, Diploma & PGD courses (CPD) 2020-2021 would be held as per the following schedule on 28th of December, 2021.

Partner Institute	Code	CRS	Course	Duration (months)	Date Mock Test	Mock Exam Time	Date Exam	Exam Time
Dolphin School of Hotel Management	DHM	D12026	Diploma Programme in Food & Beverage Service	12	24-12-2021	3.00 P.M.	28-12-2021	02.00 P.M.-03.30 P.M.
	DHM	D12027	Diploma Programme in Food Production	12	24-12-2021	3.00 P.M.	28-12-2021	02.00 P.M.-03.30 P.M.
	DHM	D12028	Diploma Programme in Front Office Operations	12	24-12-2021	3.00 P.M.	28-12-2021	02.00 P.M.-03.30 P.M.
	DHM	D12029	Diploma Programme in House Keeping	12	24-12-2021	3.00 P.M.	28-12-2021	02.00 P.M.-03.30 P.M.
Susrut Eye Foundation & Research Centre	SEF	C12002	Certificate programme in Eye Mitra Optician.	12	24-12-2021	3.00 P.M.	28-12-2021	02.00 P.M.-03.30 P.M.

** Mock Test/Exam Time are subject to change.

General Instructions for CDP Exam 2021

1. The examinations for completed courses of Certificate, Diploma and PG Diploma to be held on 28th of December, 2021 as per schedule available in the admit card.
2. Students would be allowed to appear from their convenient place. They require to go to CDP Portal i.e. <http://makauteexam.net>- Go to CERTIFICATE/DIPLOMA/PG DIPLOMA COURSES. Clicking Admit Card, using the login id - Enrollment Number and login password - Application Number to download their Admit Card.



3. Access to the portal would be made available in the login of the students 15 minutes before the examinations (i.e. from 1:45 pm). Students are advised to login in advance and complete the system check & camera verification process beforehand. Once the process is completed they need to wait till the test is started as per schedule.
4. Students need to take the test using a Windows Desktop / Laptop / Android phone with a webcam & microphone and broadband / 4G speed Internet connection.
5. During the test duration the students' webcam / microphone will be used to carry out remote invigilation.
6. Students are required to take the test from a separate room with no other person present in the room during the test session.
7. The examinations would be of 50-100 questions of 1/2/3 mark each (full marks 50/100) and 60/90 mins duration as per convention.
8. Students are advised to make sure they make their own arrangements for uninterrupted power and internet connectivity.
9. Since this special arrangement of examinations are planned keeping in mind, the best interest of the students, it is highly essential that students would maintain sanctity of the examinations and remain away from any kind of malpractices during the examinations. Any incidents captured during the test duration or later revealed in the recorded video / photo will be fit ground to cancel the exams of the student.
10. For any kind of difficulty faced during the test, they must contact with the coordinators of the colleges concerned, the contact details of them would be made available by the colleges concerned before the examinations.

IMPORTANT INSTRUCTIONS FOR THE EXAMINEES BEFORE APPEARING IN THE EXAM

1. Close all the programs, including email and/or any other browser, tabs/Windows.
2. The examinee should **NOT** use any textbook, course notes, text materials, mobile or any other electronic devices. Further the examinee should not take any help from any other person or any other source during the examination.
3. The examinee must complete the MCQ based exam within the time frame allotted for the exam (60/90 minutes). Additional time or duration shall not be provided.
4. All the questions are MCQ based (4 options, only one correct) . The questions will be in English language only.
5. Once the examinee clicks on the **SUBMIT** button, he/she will **NOT** be allowed to re-login for online examination.
6. Kindly take a note of the following details before taking the exam :
 - a. The examinee is free to switch from one question to the other by clicking on any question button given on the right hand side of the screen.
 - b. If the examinee clicks on the **CLEAR RESPONSE BUTTON** the option selected will be cleared.



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)

Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249

City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

Website : www.wbut.ac.in

- c. If the examinee clicks on the **REVIEW CHECK BOX** he/she can review and may change the answers at any point in given time.
 - d. Marks will be allotted to all the questions if answered correctly.
 - e. Once the time gets over, all the questions marked as answered and reviewed will be automatically saved and assessed.
7. System Requirement Guidelines for Online Examination :
- a. Personal Computer / Laptop may be used with minimum 2GBRAM.
 - b. Good Internet Connection preferably with speed at or above 10 Mbps.
 - c. Suitable Browser Mozilla Firefox 70+, Chrome Version 76+, Internet Explorer (10 and above).

CREATION OF PASSWORD

Step 1 : Students will go to CDP Portal i.e. <http://makautexam.net>- Go to CERTIFICATE/DIPLOMA/PG DIPLOMA COURSES.

MEMBER'S AREA
• Click to Visit

LETTERS & NOTICES
• Click to Visit

APPLICATION & NOTICE
• Click to Visit

GENERAL

- TRANSCRIPT/DUPLICATE GRADE CARD
Apply Now
- NEW SYLLABUS
Click to Visit
- TEACHER APPOINTMENT
Click to Visit
- VERIFICATION OF ACADEMIC CREDENTIALS
Apply Now
- CERTIFICATE / DIPLOMA / PGD COURSES
Click to Visit

LATEST ANNOUNCEMENT

- Revised schedule of Even Semester 2020-21
- The results of remaining programs/students of Odd Semester Examinations 2020-21
- The results of Backlog Intermediate Even Semester (4th and 2nd Semester) Examination 2019-20
- End Semester Assessment for all final years students of 2020-21-regarding
- results of Backlog Intermediate Even Semester (6th Sem) examination 2019-20

canapply.com/smartexam/public/

Step 2 : Click 'GO TO EXAM'.



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makautwb.in.net/cdp/



Maulana Abul Kalam Azad University of Technology, West Bengal
formerly known as West Bengal University of Technology

BF 142, Sector 1, Salt Lake City, Kolkata-700064

Certificate / Diploma / PG Diploma Courses

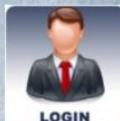


www.makautexam.net

HELP LINE EMAIL: cdpadmin@makautwb.in.net

Certificate / Diploma / PGD Courses

NEW [Go to Exam](#)



LOGIN



Student
Login



Apply for New Partnership



COURSES
OFFERED

Notices

- Notice for Certificate, Diploma, PG Diploma Courses Exam June 2021. **NEW**
- Notice for payment of enrollment fees for academic session starting January 2021.
- Notice for Certificate, Diploma, PG Diploma Courses Exam 2020.
- Assessment & Examination Scheme
- Notice for payment of assessment fees.

Step 3 : The window will have 2 icons. Click on icon 'Get Password'.

Online Examination

Contact: helpmakautwb@gmail.com

VERY IMPORTANT

Frequently Asked Questions regarding Online Mock Test and Examination

System Requirement Guidelines for Online Examination

1. Personal Computer / Laptop with Web camera may be used with minimum 2GB RAM.
2. Good Internet Connection preferably with speed at or above 10 Mbps.
3. Suitable Chrome Version 76+. Browser Mozilla Firefox 70+, Other versions may be compatible but not tested.

ONLINE EXAM

[Get Password](#) [Sign In For Exam](#)

VERY IMPORTANT

If save password from chrome browser comes remove immediately before proceeding to exam.

All your actions are recorded during exam.

Get Password link will open half an hour earlier before exam time and Sign In For Exam will open at exam time.

Please use your Application No and Roll No for Get Password link and Roll and Password for Exam.

Please mention roll no for any query through email.



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The students require to insert their application number, enrollment number to generate password and also the alphanumeric characters (Captcha) as displayed on the screen. Then click on “Show password” button. **Password will be generated only once.**

Online Examination

Contact: helpmakautwb@gmail.com

Password Generation
CDP Courses Examination 2020-21

All fields are mandatory.
Please enter your Application no
and roll no to get password.

Application No
Roll No
Prove you're not a robot
6ee70
Type the text

Show Password>> Go to Exam Home>>

Step 4 : Once password is generated (shown on the screen) click ‘Go to Exam’ icon. In order to login the student requires enrollment number (available in admit card) and generated password.

Online Examination

Contact: helpmakautwb@gmail.com

Password Generation
CDP Courses Examination 2020-21

All fields are mandatory.
Please enter your Application no
and roll no to get password.

Application No
Roll No
Prove you're not a robot
24395
2dbaf

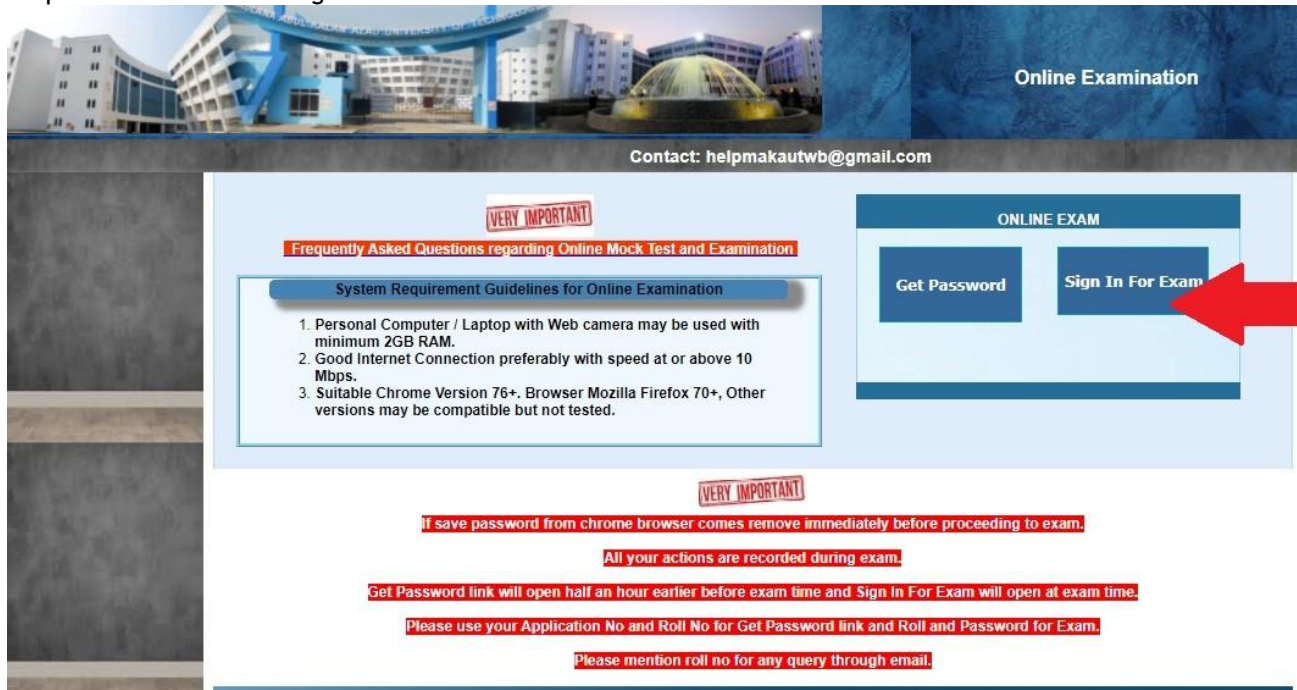
Show Password>> Go to Exam Home>>

1509, your exam password is 1509.

** Note – Each time the student wants to enter the exam site, he/she requires to generate new password.

*** Password to be generated by student both for mock test as well as for final Exam.

Step 5 : Click "Sign In".



The screenshot shows the 'Online Examination' portal. At the top, there is a banner with the university name and contact information: 'Contact: helpmakautwb@gmail.com'. Below the banner, there is a section titled 'VERY IMPORTANT' with the heading 'Frequently Asked Questions regarding Online Mock Test and Examination'. Under this, there is a sub-section 'System Requirement Guidelines for Online Examination' with three bullet points:

1. Personal Computer / Laptop with Web camera may be used with minimum 2GB RAM.
2. Good Internet Connection preferably with speed at or above 10 Mbps.
3. Suitable Chrome Version 76+. Browser Mozilla Firefox 70+, Other versions may be compatible but not tested.

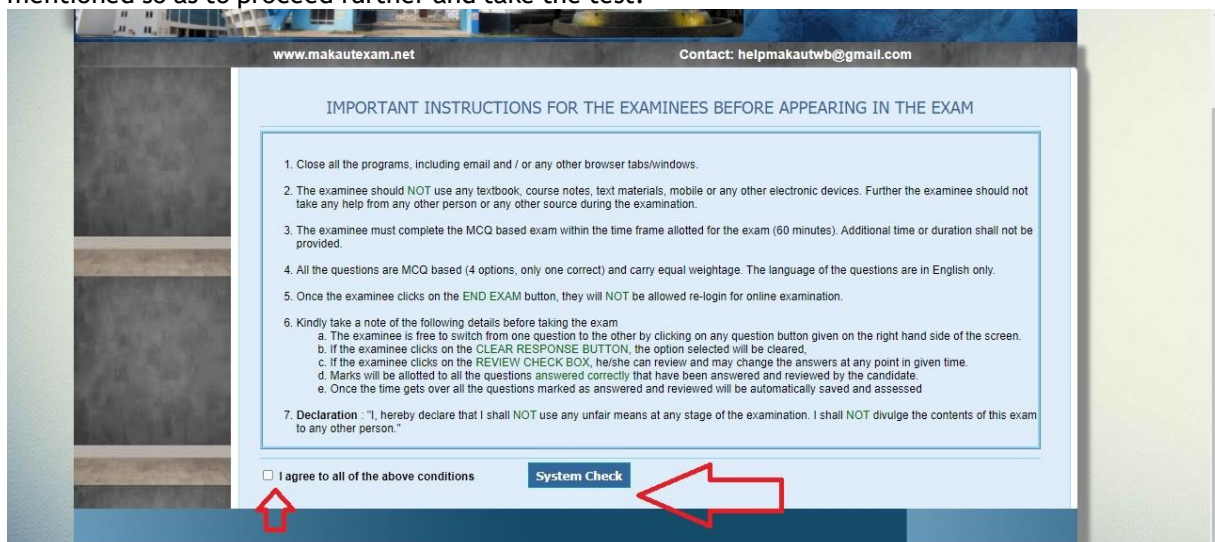
 To the right of these guidelines is a box labeled 'ONLINE EXAM' containing two buttons: 'Get Password' and 'Sign In For Exam'. A red arrow points to the 'Sign In For Exam' button. Below the guidelines, there are several 'VERY IMPORTANT' notices:

- If save password from chrome browser comes remove immediately before proceeding to exam.
- All your actions are recorded during exam.
- Get Password link will open half an hour earlier before exam time and Sign In For Exam will open at exam time.
- Please use your Application No and Roll No for Get Password link and Roll and Password for Exam.
- Please mention roll no for any query through email.

Please note the following :

- a. The estimated time to finish the activities 1-5 is 5 minutes. However it should not exceed 15 minutes in any case. The activities must be completed before the actual exam begins.
- b. Actual examination time of 60/90 minutes will commence after you click on "Begin Exam" button. It will not be counted while you are in activities 1-9.
- c. The examinees are advised to be ready with their system One hour before the commencement of the final exam.

Step 6 : Now read the instructions carefully and thoroughly. You must abide by all instructions mentioned so as to proceed further and take the test.



The screenshot shows the 'IMPORTANT INSTRUCTIONS FOR THE EXAMINEES BEFORE APPEARING IN THE EXAM' page. At the top, there is a banner with the website 'www.makautexam.net' and contact information 'Contact: helpmakautwb@gmail.com'. The main content is a list of seven instructions:

1. Close all the programs, including email and / or any other browser tabs/windows.
2. The examinee should NOT use any textbook, course notes, text materials, mobile or any other electronic devices. Further the examinee should not take any help from any other person or any other source during the examination.
3. The examinee must complete the MCQ based exam within the time frame allotted for the exam (60 minutes). Additional time or duration shall not be provided.
4. All the questions are MCQ based (4 options, only one correct) and carry equal weightage. The language of the questions are in English only.
5. Once the examinee clicks on the END EXAM button, they will NOT be allowed re-login for online examination.
6. Kindly take a note of the following details before taking the exam
 - a. The examinee is free to switch from one question to the other by clicking on any question button given on the right hand side of the screen.
 - b. If the examinee clicks on the CLEAR RESPONSE BUTTON, the option selected will be cleared.
 - c. If the examinee clicks on the REVIEW CHECK BOX, he/she can review and may change the answers at any point in given time.
 - d. Marks will be allotted to all the questions answered correctly that have been answered and reviewed by the candidate.
 - e. Once the time gets over all the questions marked as answered and reviewed will be automatically saved and assessed
7. Declaration : "I, hereby declare that I shall NOT use any unfair means at any stage of the examination. I shall NOT divulge the contents of this exam to any other person."

 At the bottom of the page, there is a checkbox labeled 'I agree to all of the above conditions' and a 'System Check' button. A red arrow points to the checkbox, and another red arrow points to the 'System Check' button.

Step 7 : If you agree to the instructions, click on the checkbox "I agree to all of the above conditions". Click on System Check for checking camera requirements.



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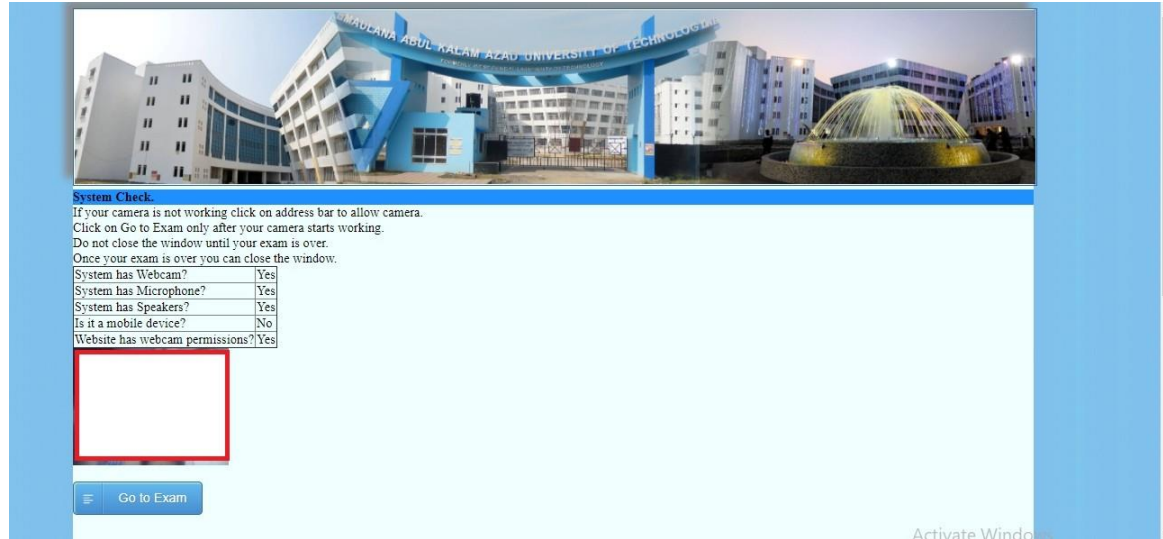
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Step 8 : Allow for Camera and Microphone. Now click on "Goto Exam" button after this.



Step 9 : Exam has Next, Previous and Questions marked by numbers. There is also Clear Response to remove the response. Please follow the remaining time as shown. Review button can be clicked to mark any question for viewing again.

S/d -

**Contoller of Examination,
MAKAUT, WB**