



# 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](http://www.wbut.ac.in)

Ref no. : MAKAUT-WB/CDP/007/2021-22

Date: 24 /01/2022

## NOTICE

Examinations of Certificate, Diploma & PGD courses (CDP) 2020-2021/2021-2022 of different Institutes would be held as per the following schedule from 27th of January, 2022 to 29th January 2022.

Partner/ Institute	Code	Duration (Months)	Session	Course	Module Name	Mock Test (Date & Time)	Exam Date & Time
Patent Information Centre	PIC	3	2021- 2022	Certificate programme in Intellectual Property Rights and Technology Business Management	Introduction of IPR and Invention (Module 1)	25-01-2022 2 PM - 3 PM	27-01-2022 12 NOON-1 PM
					Technology Development and Management (Module 2)		27-01-2022 2.30PM-3.30 PM
Opsis System Pvt. Ltd	OPS	12	2020- 2021	Post Graduate Diploma in Geospatial Science & Technology	Introduction - Computer, MS Office, HTML, JAVA, GIS, IP (Module 1)	25-01-2022 2 PM - 3 PM	27-01-2022 12 NOON-1 PM
					Survey tools, Advanced GIS (Module 2)		27-01-2022 2.30PM-3.30 PM
					Dissertation and Interview grooming (Module 6)		28-01-2022 12 NOON-1PM (using ZOOM Link)
					Image Processing, Total Station Photogrammetry, DRONE (Module 3)		28-01-2022 2.30PM-3.30 PM
					Stereo image processing, RTK, Groundwater VES (Module 4)		29-01-2022 12 NOON-1 PM
					LIDAR, WebGIS, RADAR, 3D digitization (Module 5)		29-01-2022 2.30PM-3.30 PM
JT Aviation Institute of Airhostess Management Pvt Ltd.	JTA	12	2020- 2021	Diploma in Aviation Hospitality and Aviation Management	DAO01 (Module 1)	25-01-2022 2 PM - 3 PM	27-01-2022 12 NOON-1 PM
					DAO02 (Module 2)		27-01-2022 2.30PM-3.30 PM
					DAO03 (Module 3)		28-01-2022 12 NOON-1PM
					DAO04 (Module 4)		28-01-2022 2.30PM-3.30 PM
					DAO05 (Module 5)		29-01-2022 12 NOON-1 PM
					DAO06 (Module 6)		29-01-2022 2.30PM-3.30 PM



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Partner/ Institute	Code	Duration (Months)	Session	Course	Module Name	Mock Test (Date & Time)	Exam Date & Time
George College	GGC	12	2020-2021	Post Graduate Diploma in Psychological Counselling	Introduction to counseling (Module 1)	25-01-2022 2PM - 3 PM	27-01-2022 12 NOON-1 PM
					Introduction to Psychology Understanding Human Behavior (Module 2)		27-01-2022 2.30PM-3.30 PM
					Areas and Models of Counseling (Module 3)		28-01-2022 12 NOON-1 PM
					Introduction to Psychopathology (Module 4)		28-01-2022 2.30PM-3.30 PM
					Introduction to Assessment (Module 5)		29-01-2022 12 NOON-1 PM
					Entrepreneurship training along with legal guidelines & personality development In Counseling (Module 6)		29-01-2022 2.30PM-3.30 PM

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

## General Instructions for CDP Exam 2022

1. The examinations for completed courses of Certificate, Diploma and PG Diploma to be held on 27th of January, 2022 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://makautexam.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.



1. Access to the portal would be made available in the login of the students 15 minutes before the examinations .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.
2. Students need to take the test using a Windows Desktop / Laptop / Android phone with a webcam & microphone and broadband / 4G speed Internet connection.
3. During the test duration the students' webcam / microphone will be used to carry out remote invigilation.
4. Students are required to take the test from a separate room with no other person present in the room during the test session.
5. The examinations would be of 25 -50 questions of 1/2/3 mark each (full marks 50) and 60 mins duration as per convention.
6. Students are advised to make sure they make their own arrangements for uninterrupted power and internet connectivity.
7. 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.
8. 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 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 on 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.



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- 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.

The screenshot displays the university's website interface. At the top, there is a banner image of the university building. Below the banner, there are three main navigation boxes: 'MEMBER'S AREA' (with a 'Click to Visit' link), 'LETTERS & NOTICES' (with a 'Click to Visit' link), and 'APPLICATION & NOTICE' (with a 'Click to Visit' link). Below these, there is a 'GENERAL' section with several service buttons: 'TRANSCRIPT/DUPLICATE GRADE CARD' (Apply Now), 'NEW SYLLABUS' (Click to Visit), 'TEACHER APPOINTMENT' (Click to Visit), 'VERIFICATION OF ACADEMIC CREDENTIALS' (Apply Now), and 'CERTIFICATE / DIPLOMA / PGD COURSES' (Click to Visit). A red arrow points from the 'VERIFICATION OF ACADEMIC CREDENTIALS' button to the 'CERTIFICATE / DIPLOMA / PGD COURSES' button. To the right of the 'GENERAL' section is a 'LATEST ANNOUNCEMENT' box containing a list of updates, including revised schedules and examination results for 2020-21 and 2019-20. The URL 'canapply.com/smartexam/public/' is visible at the bottom left of the screenshot.

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](http://www.makautexam.net)

HELP LINE EMAIL: [cdpadmin@makautwb.in.net](mailto: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'.

The screenshot shows the 'Online Examination' section of the website. At the top, there is a banner with a campus image and the text 'Online Examination' and 'Contact: [helpmakautwb@gmail.com](mailto:helpmakautwb@gmail.com)'. Below this, a 'VERY IMPORTANT' notice is displayed: 'Frequently Asked Questions regarding Online Mock Test and Examination'. A red arrow points from this notice to a box titled 'ONLINE EXAM' which contains two buttons: 'Get Password' and 'Sign In For Exam'. Below the 'ONLINE EXAM' box, another 'VERY IMPORTANT' notice states: '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](mailto: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](mailto: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>>

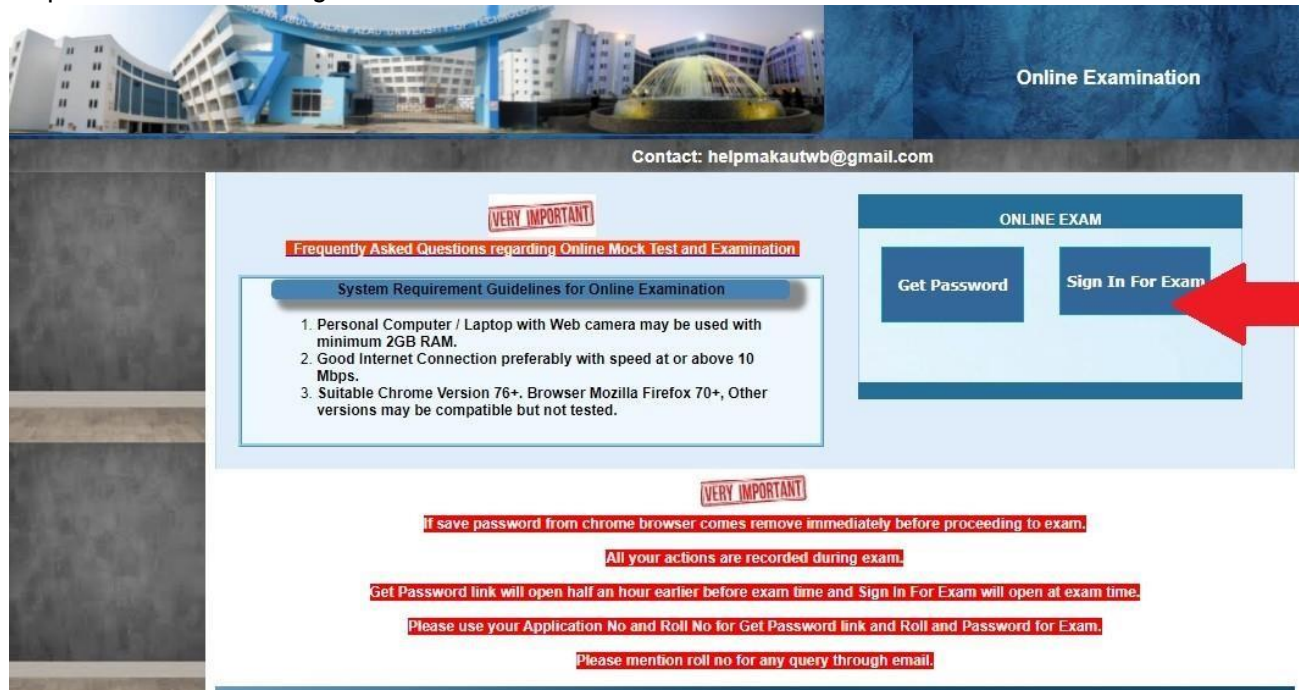
your exam password is 1509.

\*\* 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”.

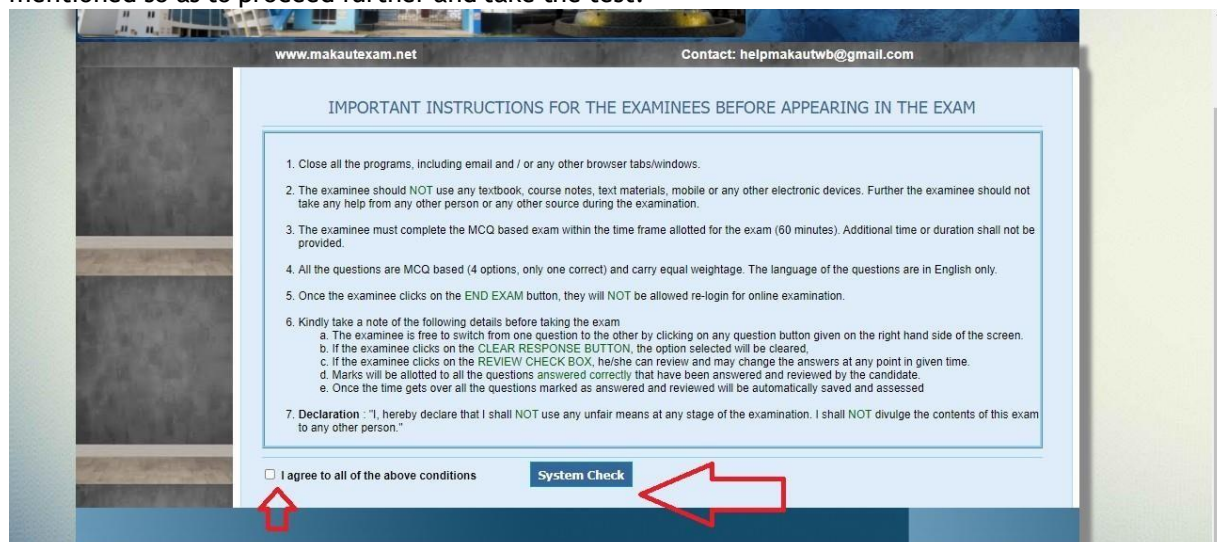


The screenshot shows the 'Online Examination' portal. At the top, there is a banner with a university building and the text 'Online Examination'. Below the banner, the contact information 'Contact: helpmakautwb@gmail.com' is displayed. The main content area is titled 'VERY IMPORTANT' and 'Frequently Asked Questions regarding Online Mock Test and Examination'. It contains a section for 'System Requirement Guidelines for Online Examination' with three numbered 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, there is a box titled 'ONLINE EXAM' with two buttons: 'Get Password' and 'Sign In For Exam'. A red arrow points to the 'Sign In For Exam' button. Below this, 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.', and 'Please mention roll no for any query through email.'

Please note the following :

- 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.
- 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.
- 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 a university building and the text 'www.makaufexam.net' and 'Contact: helpmakautwb@gmail.com'. The main content area contains seven numbered 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." Below the instructions, 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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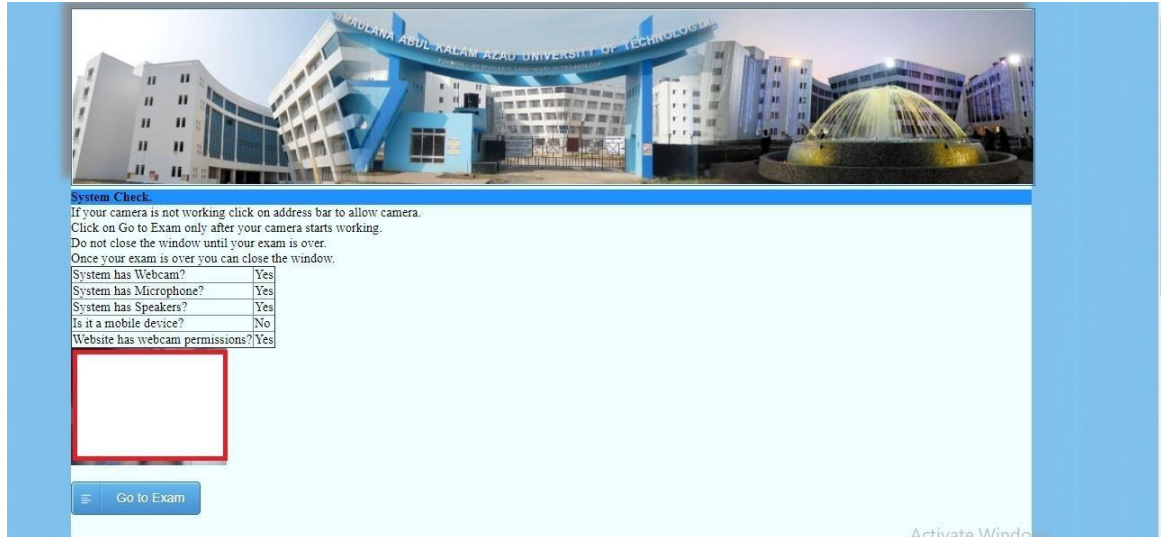
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Step 8 : Allow for Camera and Microphone. Now click on "Goto Exam" button after this.



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