



**STATE COUNCIL FOR TECHNICAL EDUCATION & VOCATIONAL
TRAINING, ODISHA, UNIT-VIII, NEAR RAJ BHAWAN,
BHUBANESWAR-12.**

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No. 6499 /dt. 12/12/17

NOTICE

All the Principals of both Govt./ Private Diploma Institutions are intimated that E-Evaluation of answer scripts of winter 2017 Examination will commence from 16.12.2017.

In the previous drives of evaluation, it is observed many institutions have not deputed their faculties to the Nodal evaluation centers for evaluation. Further, some other institutions although deputed their faculties for evaluation, they have not evaluated sufficient answer scripts even less than the answer scripts of their own institution. This has resulted much delay in publication of result. The evaluation data of Summer2017 examination is attached separately for reference.

List of such defaulting Institutions have already been submitted to the higher authority for initiating appropriate action against them.

Hence all Principals are once again requested to get their faculties registered afresh before commencement of evaluation using the below mentioned link and depute their faculties to the nearest Nodal Evaluation Centre for evaluation without fail.

<https://frsctevt.examtrac.in/admin>

Please follow the step by step procedure as mentioned below:

1. Open the link to get faculty registration dashboard.
2. Please enter User id and password. Then Click log in.
3. Faculty management dashboard screen will appear.
4. Select faculty registration on the left panel.
5. Select Drive (SCTEVT07) and submit Faculty mobile number.
6. On next screen Principal will have to give faculty personal details.
7. Select Domain/faculty (Branch), UG/PG/program name (Semester), year/sem. (winter 2017), subject (will appear as per faculty branch).
8. Add row and follow steps at sl. No. 7 again.
9. Principal have to add all subjects of faculty's respective branch.
10. Select declaration box and submit.
11. Principal can check evaluation process through attached video.
12. In case of any difficulties relating to faculty registration, the Principals can contact Sri Amrit Kumar Sahoo Mob No- 8984101939.

Memo No. 6500 /dt. 12/12/17

Copy to All Principals of Government & Private Engineering Schools/Polytechnic for information and necessary action.

Controller of Examinations.

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