

DTE

Direct Second Year Pharmacy Admission

USER MANUAL FOR ARC

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INTRODUCTION

The purpose of Direct Second Year Pharmacy Admission Framework is to allow candidates to do the complete admission process online with least paper work and maximum accuracy. It is built to provide easy, convenient, efficient and reliable access to students for admissions.

Aspiring candidates are required to fill in the online application form, take the printout and submit the duly signed form in person, along with the required supporting documents, for confirmation at the ARC.

Candidates should produce original documents for verification and collect receipt-cum-acknowledgement, signed by the ARC officer. The merit list of eligible candidates for CAP will be displayed on the website as per the schedule.

There will be three rounds of CAP; the first two rounds wherein eligible candidates will fill separate online option forms for respective rounds and the third round will be conducted by way of counseling only for the Maharashtra state candidates.

Once candidate is allotted an institute, he has to report to the allotted institute for admission. According to the preference number allotted to candidate, the candidate can either report to institute or is eligible (according to allotted preference number) for next CAP round as per the note mentioned in allotment print. Reporting to institute as per allotment will be held at institute level according to the schedule mentioned on the site.

STEPS (OVERVIEW)

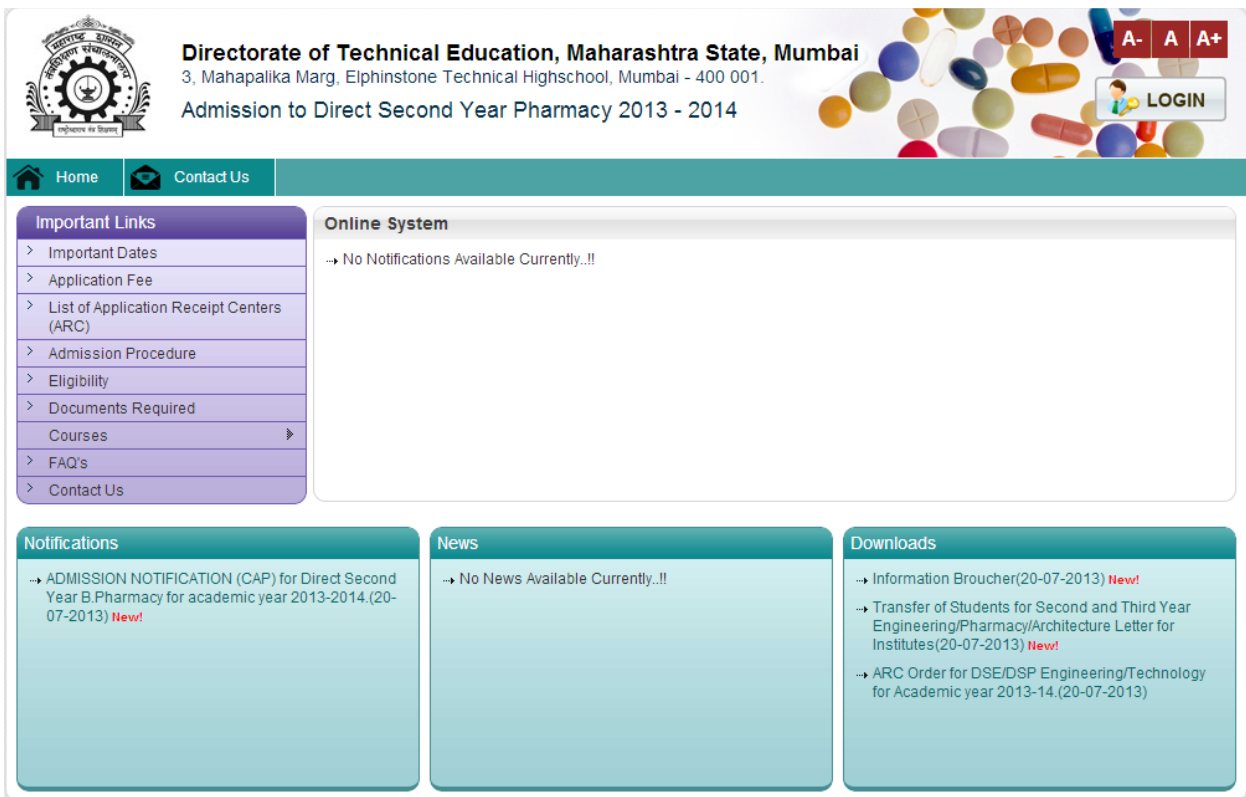
1. Login with your ARC Username and Password. Use your Institute login password.
2. Candidate is confirmed by ARC after verification of documents.
3. Provisional merit list of all eligible and confirmed candidates will be displayed.
4. Final merit list of all eligible and confirmed candidates will be displayed.
5. Candidates report to the institute to take admission with their merit numbers.

IMP Instructions

1. Enable JavaScript on your browser before you start using the web portal. The instructions how to enable JavaScript on any browser are given at the end of this user manual.
2. Read the important instructions on each page before you proceed doing the process.
3. Read the latest news on the home page.

Homepage and Logins

- The homepage is as shown in the figure below.



- The latest news is displayed on the homepage.
- So one is expected to keep oneself updated with the latest news
- There are notifications and downloads which have all the notification and files which are downloadable.
- Important dates link has the complete schedule
- Application Fee link has the fee details
- List of ARCs
- The eligibility link has eligibility criteria for candidates in details
- The documents required link has all the documents required for candidates according to their admission types
- FAQs has all the frequently asked questions

Home Page

1. Go to the login button and click on the ARC Login
2. Enter the password
3. Press the login button

The screenshot shows the homepage of the Directorate of Technical Education, Maharashtra State, Mumbai. The header includes the organization's name, address (3, Mahapalika Marg, Elphinstone Technical Highschool, Mumbai - 400 001), and the admission year (2013-2014). A navigation bar contains links for Home and Contact Us. A sidebar on the left lists important links such as Important Dates, Application Fee, List of Application Receipt Centers (ARC), Admission Procedure, Eligibility, Documents Required, Courses, FAQ's, and Contact Us. The main content area features an Online System section with a message: "No Notifications Available Currently...!!". On the right, there is a LOGIN button and a dropdown menu with options: Registered Candidate Login, ARC Login, Institute Login, Regional Office Login, and Admin Login. Below the main content area, there are three sections: Notifications (with a link to the admission notification), News (with a message: "No News Available Currently...!!"), and Downloads (with links to an information broucher, a transfer of students letter, and an ARC order).

Directorate of Technical Education, Maharashtra State, Mumbai
3, Mahapalika Marg, Elphinstone Technical Highschool, Mumbai - 400 001.
Admission to Direct Second Year Pharmacy 2013 - 2014

Home **Contact Us**

Important Links

- > Important Dates
- > Application Fee
- > List of Application Receipt Centers (ARC)
- > Admission Procedure
- > Eligibility
- > Documents Required
- > Courses
- > FAQ's
- > Contact Us

Online System

→ No Notifications Available Currently...!!

LOGIN

- Registered Candidate Login
- ARC Login
- Institute Login
- Regional Office Login
- Admin Login

Notifications

→ ADMISSION NOTIFICATION (CAP) for Direct Second Year B.Pharmacy for academic year 2013-2014. (20-07-2013)

News

→ No News Available Currently...!!

Downloads

- Information Broucher(20-07-2013)
- Transfer of Students for Second and Third Year Engineering/Pharmacy/Architecture Letter for Institutes(20-07-2013)
- ARC Order for DSE/DSP Engineering/Technology for Academic year 2013-14. (20-07-2013)

ARC LOGIN

1. To login with ARC, Click on ARC Login Link and Enter the Username and Password Created while creating your ARC.

Login Page for ARC

Important Instructions for Login :

- > Enter Username and Password and Click on Login Button.
- > Do not share your username and password.
- > This computer system is for authorized users only. All activity is logged and regularly checked by systems personal. Individuals using this system without authority or in excess of their authority are subject to having all their services revoked. Any illegal services run by user or attempts to take down this server or its services will be reported to local law enforcement, and said user will be punished to the full extent of the law.
- > Log Out your session properly after completing activity.

ARC LOGIN

Username:

 *

Password:

 *

[Login](#)

[Forgot Your Password?](#)

2. On This Page Fill All the Required Details and Click on Save and Proceed.

ARC Details



Note :

> The fields marked with (*) are mandatory.

Basic ARC Details	
Address *	<input type="text"/>
City *	<input type="text"/>
Mobile *	<input type="text" value="0"/>
ARC Phone No. *	<input type="text" value="0"/> <input type="text" value="0"/>
Email *	<input type="text"/>
Fax *	<input type="text" value="0"/>
ARC Coordinator Details	
Coordinator Name *	<input type="text"/>
Coordinator Designation *	<input type="text"/>
Coordinator Mobile *	<input type="text" value="0"/>
Coordinator Phone *	<input type="text" value="0"/>
Coordinator Email *	<input type="text"/>

ARC Coordinator Details	
Alternative Coordinator Name	<input type="text"/>
Alternative Coordinator Designation	<input type="text"/>
Alternative Coordinator Mobile	<input type="text" value="0"/>
Alternative Coordinator Phone	<input type="text" value="0"/>
Alternative Coordinator Email	<input type="text"/>
Other Details	
How To Reach *	<input type="text"/>
Beneficiary Name *	<input type="text"/>
Account Type *	Select Account Type <input type="button" value="v"/>
Account Number *	<input type="text"/>
IFSC Code *	<input type="text"/>
<input type="button" value="Save and Proceed"/> <input type="button" value="Back"/>	

3. After filling all the information related to ARC, you will get redirected to home page as shown below.

 **Success!** Details Are Saved. 

ADMISSION TO DIRECT SECOND YEAR OF FOUR YEAR DEGREE COURSES IN PHARMACY FOR THE YEAR 2013-2014

Note :

- > Applicant produces all the documents mentioned in his/her Application Form.
- > ARC verifies all the documents with the Originals produced by the Applicant.
- > The Version no of print out matches the Version no of Online Application Form.
- > The ARC should Print the Acknowledgement and hand over to the applicant with ARC's Seal & Signature.
- > The ARC should Print the Application Form of the Applicant on request.

The ARC should Confirm the Application form of the Applicant provided :

For any problems & support please contact to the following officers at DTE office.	
N. B. Patil, DTE Officer Phone: 022-22644859 E-Mail: nbpatil@dte.org.in	S. D. Uparwat, System Manager Phone: 022-22644859 E-Mail: sduparwat@dte.org.in
Technical Support (Regarding Software).	
Urvesh M. Wagh / Nitin E. Pund, Technical Support Phone: 9372042004 E-Mail: dtesupport@4pillarsinfotechindia.com	

Confirm Candidate

Confirm Candidate	
Candidate Details	
Enter Application ID :	<input type="text" value="DSP13"/>
Enter Version (Printed on Candidate's Application Form):	<input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Back"/>	

1. After Entering the candidate Application ID and Version you will get the page as shown below

Edit & Confirm Candidate

Note :

- > Check / Uncheck on Document's properly which is Submitted by Candidate.
- > Click on Proceed Button to Update Details of Candidate.

Last Modifications

Last Modified On	22-07-2013 04:55:02 PM	Version	4
------------------	------------------------	---------	---

Personal Details :

Application ID :		DSP13100011	
Full Name :		SHRADDHA VISHNUPURIKAR S'S'	
Gender :	Female	Date of Birth :	02-02-1995
Nationality :	Indian		
Mother Tongue :	Bengali	Religion :	Buddhist
Candidate Filled Category :	NT-D - mariaaiwale [31]		
Annual Family Income :	1,50,001 - 2,00,000		
Type of Candidature :	Maharashtra State Candidate - Type A		
Candidate Filled PH Type :	P1 - (Blindness)		
Candidate Filled Defence Type :	DEF3 - (Active Non Domicile Defence candidates (Posted in Maharashtra))		
District from which candidate has passed S.S.C. (Std. X)/Equivalent Examination	Ahmednagar		
District from which candidate has Passed Diploma	Ahmednagar		



Contact Details			
Correspondence Address		Permanent Address	
Address	hhhhhhhhhhhhhhhhhh	Address	hhhhhhhhhhhhhhhhhh
State	Jharkhand	State	Jharkhand
PIN	444444	PIN	444444
Mobile No	9762891300	E-Mail ID	yrenuke@yahoo.com
Telephone No 1	Not Available	Telephone No 2	Not Available
Diploma Details			
Mode Of Admission	Diploma		
Institute Name	Shri.Tilok Jain Dnyan Prasarak Mandal's Anand Colleges of Pharmacy, Pathardi, Ahmednagar		
Institute Type	MSBTE Affiliated		
Course	Pharmacy		
Diploma Roll/Seat No.	1222222222		
Pattern	Semester		
English Medium	Yes		
Qualification Details:			
Examination	Marks Obtained	Out of	Percentage
Diploma Final Year/Semester :	89	100	89.00
10th/S.S.C. Aggregate :	1000	1100	90.91
10th/S.S.C. Mathematics :	1000	1111	90.01
10th/S.S.C. Science :	1000	1111	90.01
12th/H.S.C. Aggregate :	1212	5656	21.43
12th/H.S.C. Physics :	45	50	90.00
12th/H.S.C. Chemistry :	89	89	100.00
12th/H.S.C. Biology :	7878	9000	87.53

Application Fee Receipt Details					
ARC Code - Receipt No :		ARC2253 - 124566	Receipt Date :	22-07-2013	Amount(In Rs.) : 400
Sr. No.	List of Documents Required at the time of verification at ARC as per Annexure II of Information Brochure	Submitted	Not Submitted		
1	Receipt of Application Processing Fee	<input type="radio"/>	<input type="radio"/>		
2	Proforma I (Submit Original at ARC).	<input type="radio"/>	<input type="radio"/>		
3	Statement of marks obtained at 10th/SSC or its Equivalent Examination	<input type="radio"/>	<input type="radio"/>		
4	Statement of marks obtained at 12th/HSC or its Equivalent Examination.	<input type="radio"/>	<input type="radio"/>		
5	Statement of marks obtained at the Diploma Examination for each attempt in Final Year/Semesters.	<input type="radio"/>	<input type="radio"/>		
6	School Leaving Certificate after passing Qualifying Examination.	<input type="radio"/>	<input type="radio"/>		
7	Indian Passport in the name of the Candidate, issued by Government Of India.	<input type="radio"/>	<input type="radio"/>		
8	Caste Certificate stating that the caste is recognised under backward class category in Maharashtra	<input type="radio"/>	<input type="radio"/>		
9	Caste / Tribe Validity Certificate issued by Caste / Tribe Certificate Scrutiny Committee	<input type="radio"/>	<input type="radio"/>		
10	Non-Creamy Layer Certificate valid upto 31st March 2014	<input type="radio"/>	<input type="radio"/>		
11	Certificate in Proforma F / Proforma F1 (For Physically Handicap Candidates)	<input type="radio"/>	<input type="radio"/>		
12	Birth Certificate of the Candidate indicating the place of birth in Maharashtra.	<input type="radio"/>	<input type="radio"/>		
13	Defence Service Certificate Proforma - C	<input type="radio"/>	<input type="radio"/>		
14	Certificate from the employer in the proforma - D	<input type="radio"/>	<input type="radio"/>		
15	Certificate from the employer in the proforma - E	<input type="radio"/>	<input type="radio"/>		
<div>Submit</div>					

Application Fee Receipt Details						
ARC Code - Receipt No :		ARC2253 - 124566	Receipt Date :	22-07-2013	Amount(In Rs.) :	400
Sr. No.	List of Documents Required at the time of verification at ARC as per Annexure II of Information Brochure	Submitted	Not Submitted			
1	Receipt of Application Processing Fee	<input checked="" type="radio"/>	<input type="radio"/>			
2	Proforma I (Submit Original at ARC).	<input checked="" type="radio"/>	<input type="radio"/>			
3	Statement of marks obtained at 10th/SSC or its Equivalent Examination	<input checked="" type="radio"/>	<input type="radio"/>			
4	Statement of marks obtained at 12th/HSC or its Equivalent Examination.	<input checked="" type="radio"/>	<input type="radio"/>			
5	Statement of marks obtained at the Diploma Examination for each attempt in Final Year/Semesters.	<input checked="" type="radio"/>	<input type="radio"/>			
6	School Leaving Certificate after passing Qualifying Examination.	<input checked="" type="radio"/>	<input type="radio"/>			
7	Indian Passport in the name of the Candidate, issued by Government Of India.	<input checked="" type="radio"/>	<input type="radio"/>			
8	Caste Certificate stating that the caste is recognised under backward class category in Maharashtra	<input checked="" type="radio"/>	<input type="radio"/>			
9	Caste / Tribe Validity Certificate issued by Caste / Tribe Certificate Scrutiny Committee	<input checked="" type="radio"/>	<input type="radio"/>			
10	Non-Creamy Layer Certificate valid upto 31st March 2014	<input checked="" type="radio"/>	<input type="radio"/>			
11	Certificate in Proforma F / Proforma F1 (For Physically Handicap Candidates)	<input checked="" type="radio"/>	<input type="radio"/>			
12	Birth Certificate of the Candidate indicating the place of birth in Maharashtra.	<input checked="" type="radio"/>	<input type="radio"/>			
13	Defence Service Certificate Proforma - C	<input checked="" type="radio"/>	<input type="radio"/>			
14	Certificate from the employer in the proforma - D	<input checked="" type="radio"/>	<input type="radio"/>			
15	Certificate from the employer in the proforma - E	<input checked="" type="radio"/>	<input type="radio"/>			
<input type="button" value="Submit"/>						

2. If you want to make any modification in candidate details click on the edit button shown in details and save the changes.
3. After Doing Edit in Candidate Form Select the documents and Click on Submit Button.
4. And Confirm the entries as shown below

Document Details of Candidate : DSP13100011

Note :

- > The documents which submitted / not submitted are shown below.
- > Click on Updated Details & Proceed the Application Form.
- > If you fill any mistake in clicking on submitted / not submitted button click on Back button to change the submitted documents.

Sr. No.	List of Submitted Documents Required at the time of verification at ARC as per Annexure II of Information Brochure
1	Receipt of Application Processing Fee
2	Proforma I (Submit Original at ARC).
3	Statement of marks obtained at 10th/SSC or its Equivalent Examination
4	Statement of marks obtained at 12th/HSC or its Equivalent Examination.
5	Statement of marks obtained at the Diploma Examination for each attempt in Final Year/Semesters.
6	School Leaving Certificate after passing Qualifying Examination.
7	Indian Passport in the name of the Candidate, issued by Government Of India.
8	Caste Certificate stating that the caste is recognised under backward class category in Maharashtra
9	Caste / Tribe Validity Certificate issued by Caste / Tribe Certificate Scrutiny Committee
10	Non-Creamy Layer Certificate valid upto 31st March 2014
11	Certificate in Proforma F / Proforma F1 (For Physically Handicap Candidates)
12	Birth Certificate of the Candidate indicating the place of birth in Maharashtra.
13	Defence Service Certificate Proforma - C
14	Certificate from the employer in the proforma - D
15	Certificate from the employer in the proforma - E

Sr. No.	List of Not Submitted Documents Required at the time of verification at ARC as per Annexure II of Information Brochure
---------	--

Remarks:

ok candidate is confirmed

Submit

Back

Document Details of Candidate : DSP13100011

Note :

> The documents which submitted / not submitted are shown below.

> Click on Updated Details & Proceed the Application Form.

> If you fill any mistake in clicking on submitted / not submitted button click on Back button to change the submitted documents.

Sr. No.	List of Submitted Documents Required at the time of verification at ARC as per Annexure II of Information Brochure
1	Receipt of Application Processing Fee
2	Proforma I (Submit Original at ARC).
3	Statement of marks obtained at 10th/SSC or its Equivalent Examination
4	Statement of marks obtained at 12th/HSC or its Equivalent Examination.
5	Statement of marks obtained at 12th/HSC or its Equivalent Examination. (For Candidates who have appeared in Final Year/Semesters.
6	School Certificate (For Candidates who have appeared in Final Year/Semesters.
7	Indian Certificate of Secondary Education (For Candidates who have appeared in Final Year/Semesters.
8	Caste Certificate (For Candidates who have appeared in Final Year/Semesters.
9	Caste Certificate (For Candidates who have appeared in Final Year/Semesters.
10	Non-Creamy Layer Certificate valid upto 31st March 2014
11	Certificate in Proforma F / Proforma F1 (For Physically Handicap Candidates)
12	Birth Certificate of the Candidate indicating the place of birth in Maharashtra.
13	Defence Service Certificate Proforma - C
14	Certificate from the employer in the proforma - D
15	Certificate from the employer in the proforma - E

The page at krislinmsbt.krislin.com says:

Are you sure, you want to confirm the candidate ?

OK

Cancel

Sr. No.	List of Not Submitted Documents Required at the time of verification at ARC as per Annexure II of Information Brochure
	<div>Remarks:</div> <div>ok candidate is confirmed</div>

Submit

Back

5. After Successful confirmation you will get the success page

Confirm Application Form

✔ **Success! Details Are Saved.**

Note :
 > Print 2 copies of Acknowledgement of Online Application Form - One for Candidate and One for ARC.

DSP13100011 (SHRADDHA VISHNUPURIKAR S'S') is confirmed by ARC1101 On 22-07-2013 05:19:16 PM

Print

Print Acknowledgement of Online Application Form
 (Print 2 copies of Acknowledgement of Online Application Form - One for Candidate and One for ARC)

6. Take Print of Receipt Cum Acknowledgement. Print two copies of Acknowledgement of Online Application Form- One for Candidate and One For ARC.

DIRECTORATE OF TECHNICAL EDUCATION, MAHARASHTRA STATE, MUMBAI
 3, Mahapalika Marg, Elphinstone Technical Highschool Campus, Mumbai - 400001.
 Receipt-cum-Acknowledgement for Admission to Direct Second Year of Four Year Degree Courses in Pharmacy for the year 2013 - 2014

Mode of Application : Diploma
Application ID : DSP13100011
Version : 4

Application Fee Receipt Details

ARC Code - Receipt No :	ARC2253 - 124566	Receipt Date :	22-07-2013	Amount(In Rs.):	400
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Personal Details :

Full Name :	SHRADDHA VISHNUPURIKAR S'S'			
Nationality :	Indian			
Gender :	Female	Date of Birth :	02-02-1995	
Caste-Category (Sr.No.) :	NT-D - mariaaiwale [31]	Religion :	Buddhist	
Mother Tongue :	Bengali	Annual Family Income (in Rs.):	1,50,001 - 2,00,000	
PH Type :	P1 - (Blindness)			
Defence Type :	DEF3 - (Active Non Domicile Defence candidates (Posted in Maharashtra))			
Type of Candidature :	Maharashtra State Candidate - Type A			
District from which candidate has passed S.S.C.(Std. X)/Equivalent Examination	Ahmednagar			
District from which candidate has Passed Diploma	Ahmednagar			

Diploma Details:

Institute Type :	MSBTE Affiliated		
Institute Name :	Shri.Tilok Jain Dnyan Prasarak Mandal's Anand Colleges of Pharmacy, Pathardi, Ahmednagar		
English Medium :	Yes	Pattern :	Semester
Course :	Pharmacy	Diploma Roll/Seat No. :	122222222

Qualification Details:

Examination	Marks Obtained	Out of	Percentage
Diploma Final Year/Semester :	89	100	89.00
Diploma First Year/Semester :	56	89	62.92
10th/S.S.C. Aggregate :	1000	1100	90.91
10th/S.S.C. Mathematics :	1000	1111	90.01
10th/S.S.C. Science :	1000	1111	90.01
12th/H.S.C. Aggregate :	1212	5656	21.43
12th/H.S.C. Physics :	45	50	90.00
12th/H.S.C. Chemistry :	89	89	100.00

12th H.S.C. Biology :		7878	9000	87.53
Sr. No.	List of Submitted Documents at the time of verification at ARC			
1	Receipt of Application Processing Fee			
2	Proforma I (Submit Original at ARC).			
3	Statement of marks obtained at 10th/SSC or its Equivalent Examination			
4	Statement of marks obtained at 12th/HSC or its Equivalent Examination.			
5	Statement of marks obtained at the Diploma Examination for each attempt in Final Year/Semesters.			
6	School Leaving Certificate after passing Qualifying Examination.			
7	Indian Passport in the name of the Candidate, issued by Government Of India.			
8	Caste Certificate stating that the caste is recognised under backward class category in Maharashtra			
9	Caste / Tribe Validity Certificate issued by Caste / Tribe Certificate Scrutiny Committee			
10	Non-Creamy Layer Certificate valid upto 31st March 2014			
11	Certificate in Proforma F / Proforma F1 (For Physically Handicap Candidates)			
12	Birth Certificate of the Candidate indicating the place of birth in Maharashtra.			
13	Defence Service Certificate Proforma - C			
14	Certificate from the employer in the proforma - D			
15	Certificate from the employer in the proforma - E			

ARC Remark : ok candidate is confirmed

Declaration
I have read all the rules of admission and on understanding these Rules, I have filled this Application Form for consideration of submission of Application Form at ARC for the admission to Direct Second Year of Four Year Degree Courses in Pharmacy for the academic Year 2013 - 2014. The information given by me in this application and in Proforma-I is true to the best of my knowledge & belief. If at later stage, it is found that I have furnished wrong information and/or submitted false certificate(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subject to legal and/or penal action as per the provisions of the law.

Date : 22-07-2013
Place :

Signature of the Candidate
(SHRADDHA VISHNUJIRIKAR S'S)

Confirmed On: 22-07-2013 05:19:16 PM Confirmed By: ARC1101 Printed On: 22-07-2013 05:19:42 PM Printed By: ARC1101

ARC USE ONLY

Last modified on: 22-07-2013 04:55:02 PM Last modified by: admindev Seal of ARC1101 Signature of ARC1101

[Print](#)

Candidate Printable Form

1. Click on left menu 'Print Candidate Application Form'. After click following window open

Candidate Printable Form

Note :

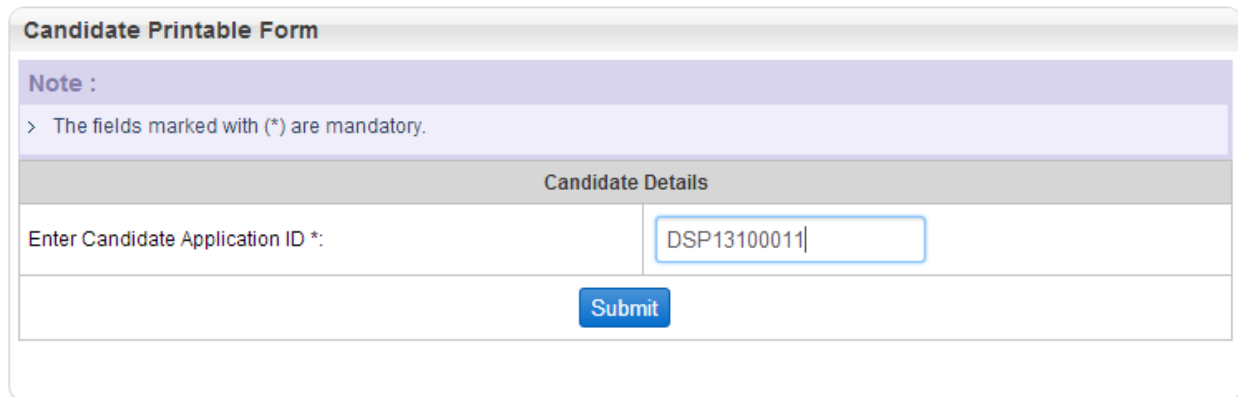
> The fields marked with (*) are mandatory.

Candidate Details

Enter Candidate Application ID *:

DSP13

[Submit](#)



Candidate Printable Form

Note :

> The fields marked with (*) are mandatory.

Candidate Details

Enter Candidate Application ID *:

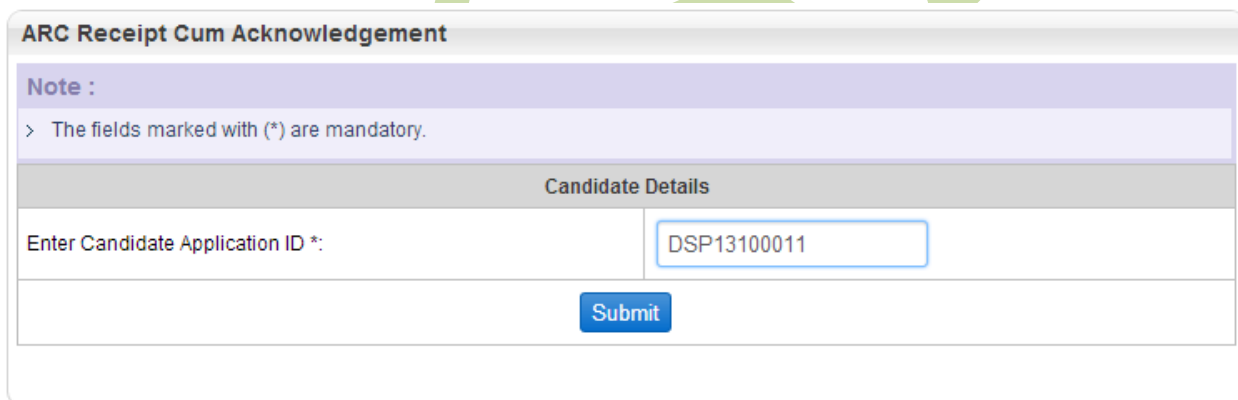
DSP13100011

Submit

2. You may enter the candidate Application ID and the click on the 'Submit' Button.

Receipt Cum Acknowledgement:-

1. Click on left menu 'Receipt Cum Acknowledgement'. After click following window open



ARC Receipt Cum Acknowledgement

Note :

> The fields marked with (*) are mandatory.

Candidate Details

Enter Candidate Application ID *:

DSP13100011

Submit

2. After click on the submit button receipt cum acknowledgement open in new window for print

Confirm Application Form

Note :
> Print 2 copies of Acknowledgement of Online Application Form - One for Candidate and One for ARC.

DSP13100011 (SHRADDHA VISHNUPURIKAR S'S') is confirmed by ARC1101 On 22-07-2013 05:19:16 PM

Print

Print Acknowledgement of Online Application Form
(Print 2 copies of Acknowledgement of Online Application Form - One for Candidate and One for ARC)

Change Password:-

1. After Click on the left menu Change Password. ARC users see the following window.

Change Self Password

Note :
> The fields marked with (*) are mandatory.
> Enter your current Password and set the new Password.

Change Password	
Enter Old Password *:	<input type="password"/>
Enter New Password *:	<input type="password"/>
Re-Enter New Password *:	<input type="password"/>

Change Password **Back**

2. User can enter the old password, new password and confirm password and then click on the change password button.

Change Self Password

Note :

- > The fields marked with (*) are mandatory.
- > Enter your current Password and set the new Password.

Change Password	
Enter Old Password *:	<input type="password"/>
Enter New Password *:	<input type="password"/>
Re-Enter New Password *:	<input type="password"/>

3. After Successfully change password following window see to ARC user.

✓ **Success!** Password is changed successfully.

Change Self Password

Note :

- > The fields marked with (*) are mandatory.
- > Enter your current Password and set the new Password.

Change Password	
Enter Old Password *:	<input type="password"/>
Enter New Password *:	<input type="password"/>
Re-Enter New Password *:	<input type="password"/>

Change Security Question:-

1. After Click on the left menu Change Security Question. ARC users see the following window.

Change Security Question

Note :

- > The fields marked with (*) are mandatory.
- > Select Security Question Properly.
- > Please note down Security Question and Answer.It will be useful to retrieving forgotten Password.

Change Security Question

Select Security Question *:	<input type="text" value="Select Question"/>
Enter Answer *:	<input type="text"/>
<input type="button" value="Change"/>	

2. User can Select the security question and enter the answer then click on the 'Change' Button.

Change Security Question

Note :

- > The fields marked with (*) are mandatory.
- > Select Security Question Properly.
- > Please note down Security Question and Answer.It will be useful to retrieving forgotten Password.

Change Security Question

Select Security Question *:	<input type="text" value="What is your favorite sports team?"/>
Enter Answer *:	<input type="text" value="india"/>
<input type="button" value="Change"/>	

3. After successfully change the security question following page is visible to ARC.

✔ **Success!** Details Are Saved.

Change Security Question

Note :

- > The fields marked with (*) are mandatory.
- > Select Security Question Properly.
- > Please note down Security Question and Answer.It will be useful to retrieving forgotten Password.

Change Security Question	
Select Security Question *:	<input type="text" value="What is your favorite sports team?"/>
Enter Answer *:	<input type="text" value="india"/>
<input type="button" value="Change"/>	

Message Box:-

1. Message Box visible to ARC after click on the 'Message Box' left menu.
2. ARC user can view inbox, compose messages

ARC INBOX


- > Please click on the message to view the message.
- > Unread message will be shown in the BOLD.
- > Messages are sorted in "latest received message first".
- > To reply to the message,Click on "reply" link.
- > Click on the icon - to close the message.


Search Message (by sender,receiver,message contents,subject)

Sr No.	From	Subject	Message	Date	Reply	Close
No Messages found in Inbox						

Compose Messages

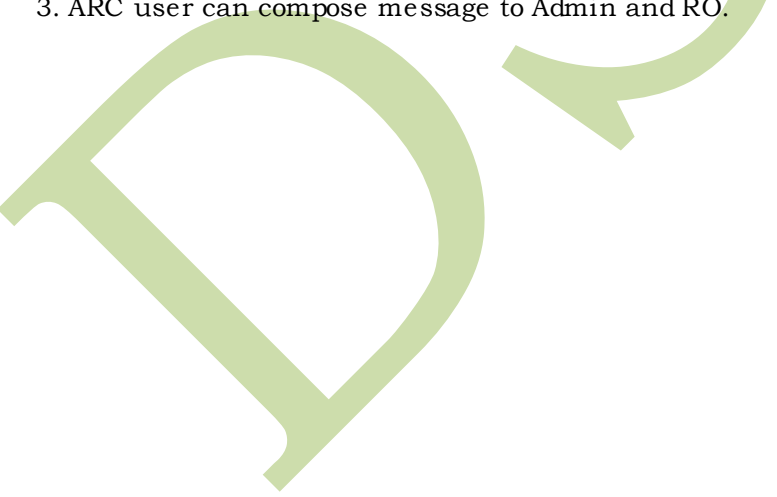
[Inbox](#) [Read](#) [Sent](#) [Closed](#) [Compose](#) [Replied](#)

- > Please click on the message to view the message.
- > Unread message will be shown in the BOLD.
- > Messages are sorted in "latest received message first".
- > To reply to the message, Click on "reply" link.
- > Click on the icon -  to close the message.

To	ADMIN,ROAMRAVATI
Select Subject	Change Candidate Type 
Enter Application ID	DSP13100011
Attachment	Choose File No file chosen
Message	<div>please change the candidate type from type A to type -B</div>

[Send Message](#) [Back](#)


3. ARC user can compose message to Admin and RO.



Sent Messages



✓ Success! Message Sent to User(s) Successfully

Inbox
Read
Sent
Closed
Compose
Replied

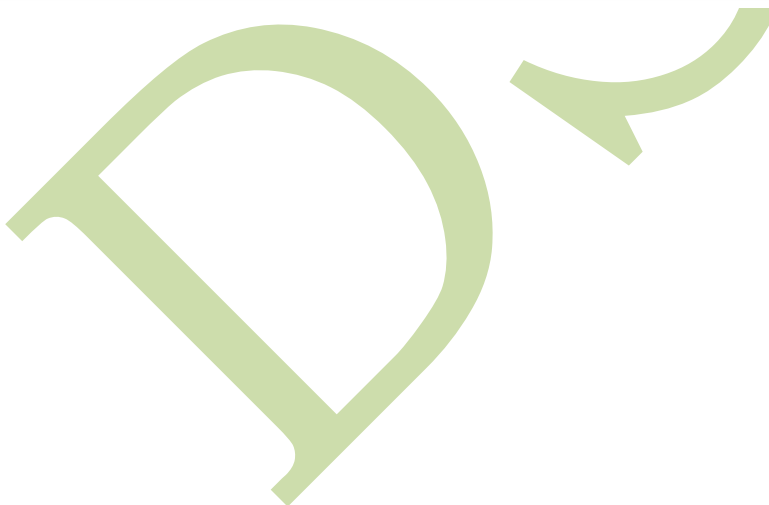
> Please click on the message to view the message.
 > Unread message will be shown in the BOLD.
 > Messages are sorted in "latest received message first".
 > To reply to the message,Click on "reply" link.
 > Click on the icon -  to close the message.

Search Message (by sender,receiver,message contents,subject)

Search
Clear All


Sr. No.	To	Subject	Message	View	Date	Sent By	Close
1	ADMIN	Change Candidate Type	please change the candidate type from type A to type -B	<a>View	22-07-2013 05:31:41 PM	ARC1101	
2	roamravati	Change Candidate Type	please change the candidate type from type A to type -B	<a>View	22-07-2013 05:31:41 PM	ARC1101	


Back



Compose Messages

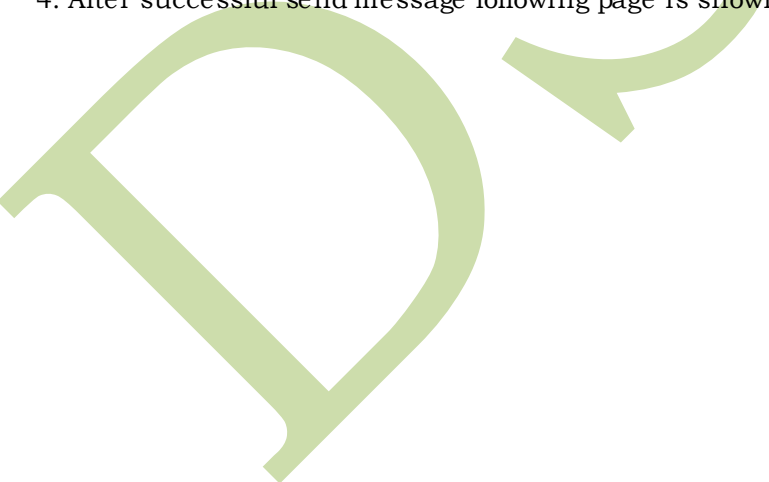
[Inbox](#) [Read](#) [Sent](#) [Closed](#) [Compose](#) [Replied](#)

- > Please click on the message to view the message.
- > Unread message will be shown in the BOLD.
- > Messages are sorted in "latest received message first".
- > To reply to the message, Click on "reply" link.
- > Click on the icon -  to close the message.

To	ADMIN,ROAMRAVATI
Select Subject	Change Candidate Type 
Enter Application ID	DSP13100011
Attachment	Choose File No file chosen
Message	<div>please change the candidate type from type A to type -B</div>

[Send Message](#) [Back](#)

4. After successful send message following page is shown.



Sent Messages

Success! Message Sent to User(s) Successfully

[Inbox](#)
[Read](#)
[Sent](#)
[Closed](#)
[Compose](#)
[Replied](#)

> Please click on the message to view the message.

> Unread message will be shown in the BOLD.

> Messages are sorted in "latest received message first".

> To reply to the message,Click on "reply" link.

> Click on the icon - to close the message.

[Search](#)
[Clear All](#)

Sr. No.	To	Subject	Message	View	Date	Sent By	Close
1	ADMIN	Change Candidate Type	please change the candidate type from type A to type -B	View	22-07-2013 05:31:41 PM	ARC1101	
2	roamravati	Change Candidate Type	please change the candidate type from type A to type -B	View	22-07-2013 05:31:41 PM	ARC1101	

[Back](#)

Create Sub ARC:-

1. After click on the Sub ARC left menu then ARC can create the sub ARC's

Create Sub ARCs

Note :

> The fields marked with (*) are mandatory.

Create New Sub ARCs


Enter number of sub-ARCs to create *:	<input type="text" value="3"/>
Enter your password *:	<input type="password" value="....."/>

[Submit](#)

All Sub ARC's You Created

Sr.No	User Name	Original Password	Created Date	Isactive	Edit
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2. ARC user want to enter number ARC's to be created and enter Password and the click on the 'Submit' button.

 **Success!** Sub- ARCs are created successfully.

Create Sub ARCs







Note :
> The fields marked with (*) are mandatory.

Create New Sub ARCs

Enter number of sub-ARCs to create *:

Enter your password *:

All Sub ARC's You Created

Sr.No	User Name	Original Password	Created Date	Isactive	Edit
1	ARC110101	2K3NS6Z9	22-07-2013 05:32:45 PM		
2	ARC110102	QZARJY2B	22-07-2013 05:32:45 PM		
3	ARC110103	M3S86Y5P	22-07-2013 05:32:45 PM		

SYSTEM REQUIREMENTS

Enabling JavaScript on Your Browser

To allow all Web sites in the Internet zone to run scripts, use the steps that apply to your browser:

- I. **Windows Internet Explorer** (All versions except Pocket Internet Explorer):
 1. On the Tools menu, click Internet Options, and then click the Security tab.
 2. Click the Internet zone.
 3. If you do not have to customize your Internet security settings, click Default Level. Then do step 4.
 4. If you have to customize your Internet security settings, follow these steps:
 - Click Custom Level.
 - In the Security Settings – Internet Zone dialog box, click Enable for Active Scripting in the Scripting section.
 5. Click the Back button to return to the previous page, and then click the Refresh button to run scripts.
- II. **Mozilla Corporation's Firefox**
 1. On the Tools menu, click Options.
 2. On the Content tab, click to select the Enable JavaScript check box.
 3. Click the Go back one page button to return to the previous page, and then click the Reload current page button to run scripts.
- III. **Google Corporation's Chrome**
 1. Go to Tools Menu
 2. Click On Option
 3. Click on Under Hood Tab
 4. Click on Content Setting
 5. Go to JavaScript tab
 6. Select "Allow all sites to run JavaScript" Radio box
- IV. **Opera Software's Opera**
 1. On the Tools menu, click Preferences.
 2. On the Advanced tab, click Content.
 3. Click to select the Enable JavaScript check box, and then click OK.
 4. Click the Back button to return to the previous page, and then click the Reload button to run scripts.
- V. **Netscape browsers**
 1. Select Edit, Preferences, Advanced.
 2. Click to select Enable JavaScript option.

For Best Results Viewing the Website

- For best results viewing the website, please use Mozilla Firefox. If you don't have installed it, please use the link below to download it and then install it.
<http://www.mozilla.org/en-US/firefox/fx/>

With Best Regards,

DTE, Mumbai.