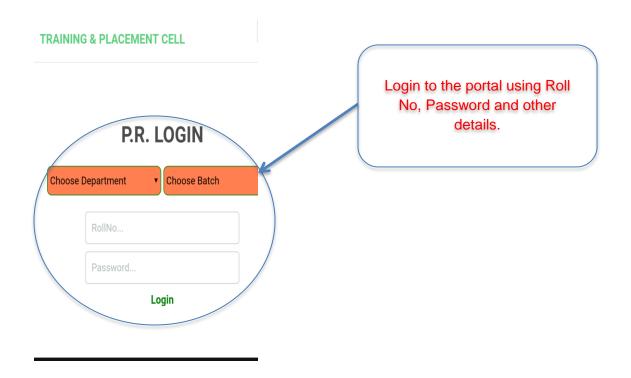
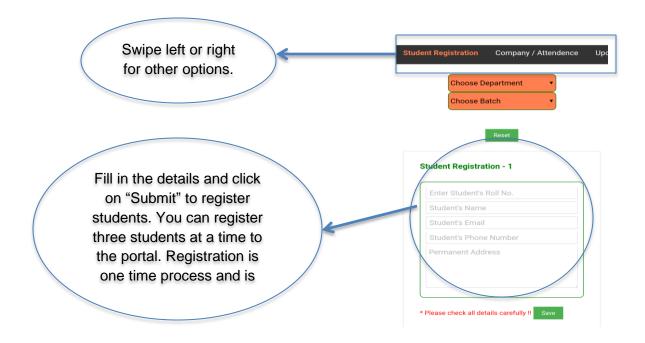
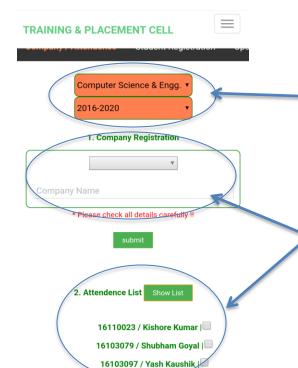
User Manual for Placement Representatives

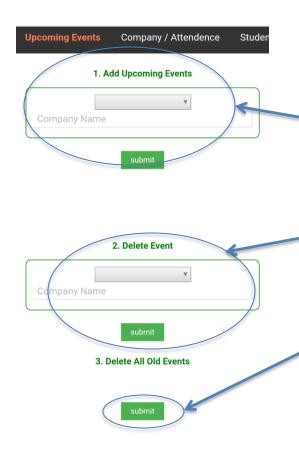






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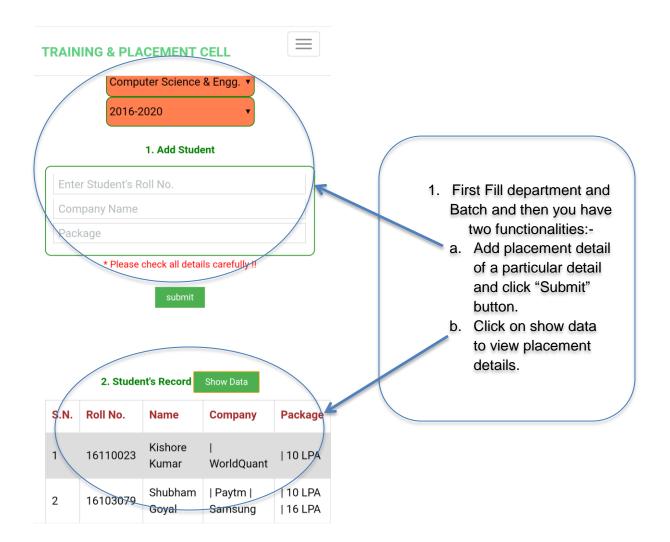
- 1. First choose the department and batch details.
- Now click on "Show List"
 Button for attendance list.
 Select checkbox of students present in placement session.
- 3. Now fill date and company name.
- 4. Now click on "submit" to submit attendance.



Fill this and click submit to add Upcoming events.

Fill this and click submit to delete particular event. Note that company name is case sensitive.

Click this Submit Button to delete all old events prior to today.



** **NOTE:-**

- 1. Carefully read all popups generated on different operations.
- 2. Never reload the page else you will be logged out. (I.e. your session will be expired.)