

111
YEARS
OF UNIVERSITY
RECOGNITION

1121
YEARS OF
ACADEMIC
EXCELLENCE



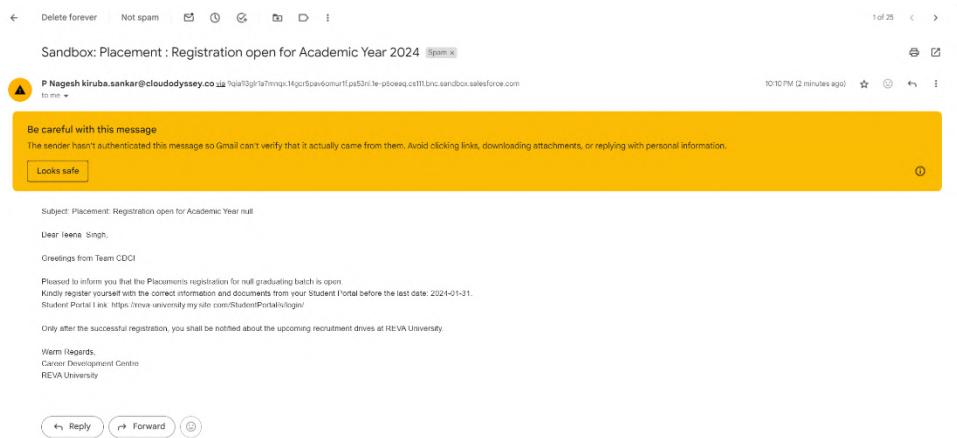
Student User Manual for Placement Module



Placement registration notification through

E-mail and Student Registration

Step 1: The student will receive an email notification regarding placement in their registered email ID, as depicted in the image below.



Step 2: Pre-final year students can access the Placement Tile by logging into the student portal. Upon successful login, they will be redirected to the Home Page, where they can view and access the Placement Tile.

The screenshot shows the REVA University Student Portal home page. At the top, there is a navigation bar with icons for search, library, and user profile. Below the navigation bar, there is a banner for "11 OF UNIVERSITY RECOGNITION" and "21 YEARS OF EXCELLENCE". The main content area features several tiles:

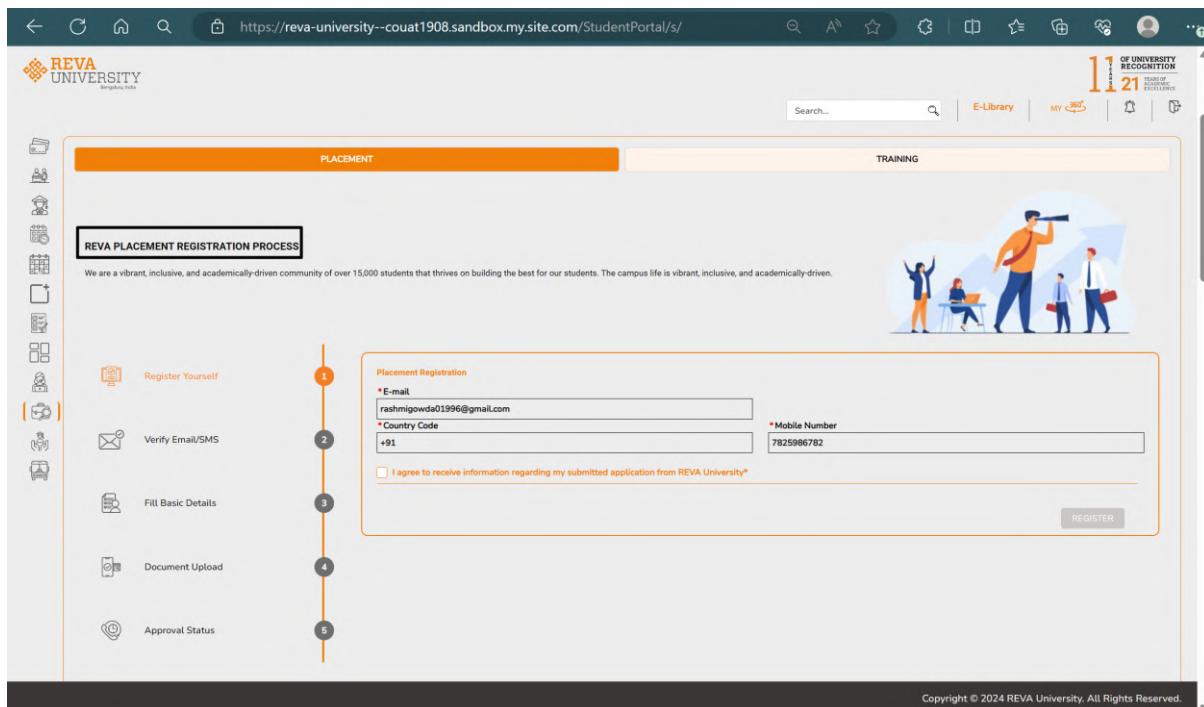
- FEES & PAYMENTS**: Total Amount: ₹4,88,920.00, Total Paid Amount: ₹443,920.00, Total Pending Amount: ₹45,000.00. Buttons: "Know More", "Pending Fee Details", "Paid Fee Details", "Payment Details", "Pay Multiples".
- MENTOR-MENTEE**: Subject: N/A, Mentor Name: N/A, Mentor Multiple: N/A. Buttons: "Know More".
- SUPPORT REQUEST**: Support Id: N/A, Support Category: N/A, Request Type: N/A. Buttons: "Know More".
- PLACEMENT**: Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0. Buttons: "Know More".

Below these tiles, there is a section titled "FEES AND PAYMENT" with a table:

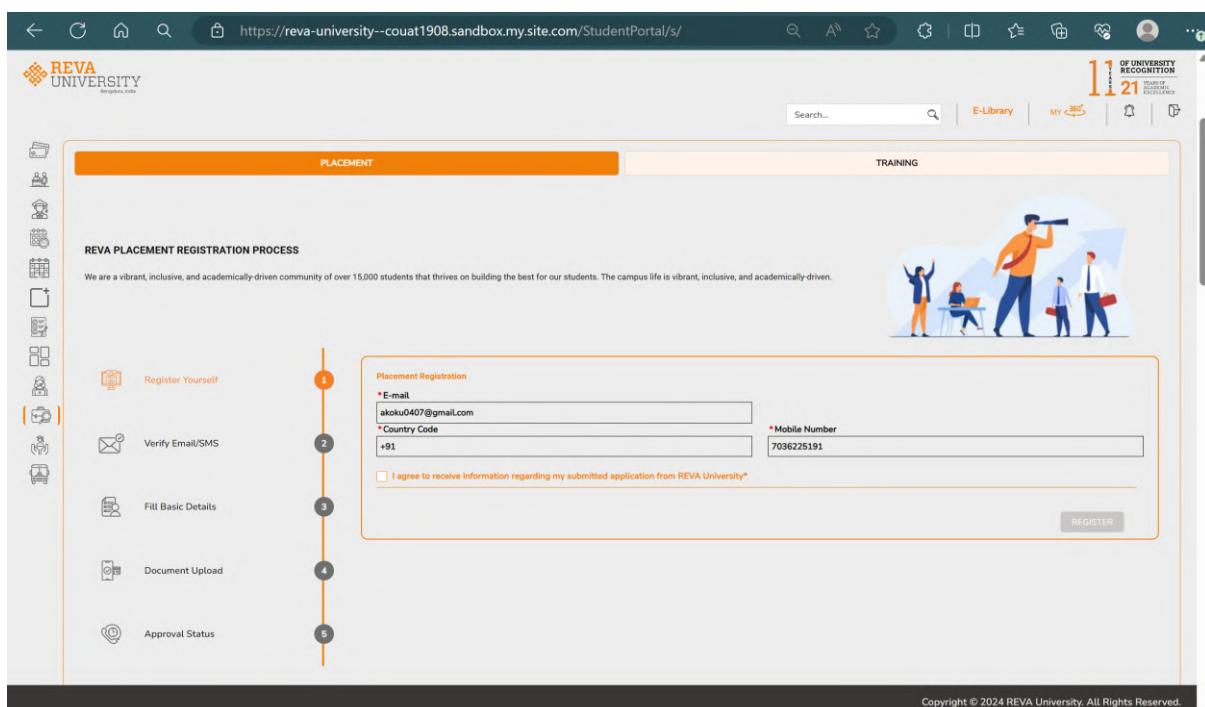
FEE NAME	FEE TYPE	DUUE DATE	AMOUNT	AMOUNT PAID	AMOUNT PENDING	ACTION
REVA Transport 2024-25	Transportation Fee	22-04-2024	₹45,000.00	₹0.00	₹45,000.00	Make Payment

At the bottom of the page, there is a footer with the text "Copyright © 2024 REVA University. All Rights Reserved."

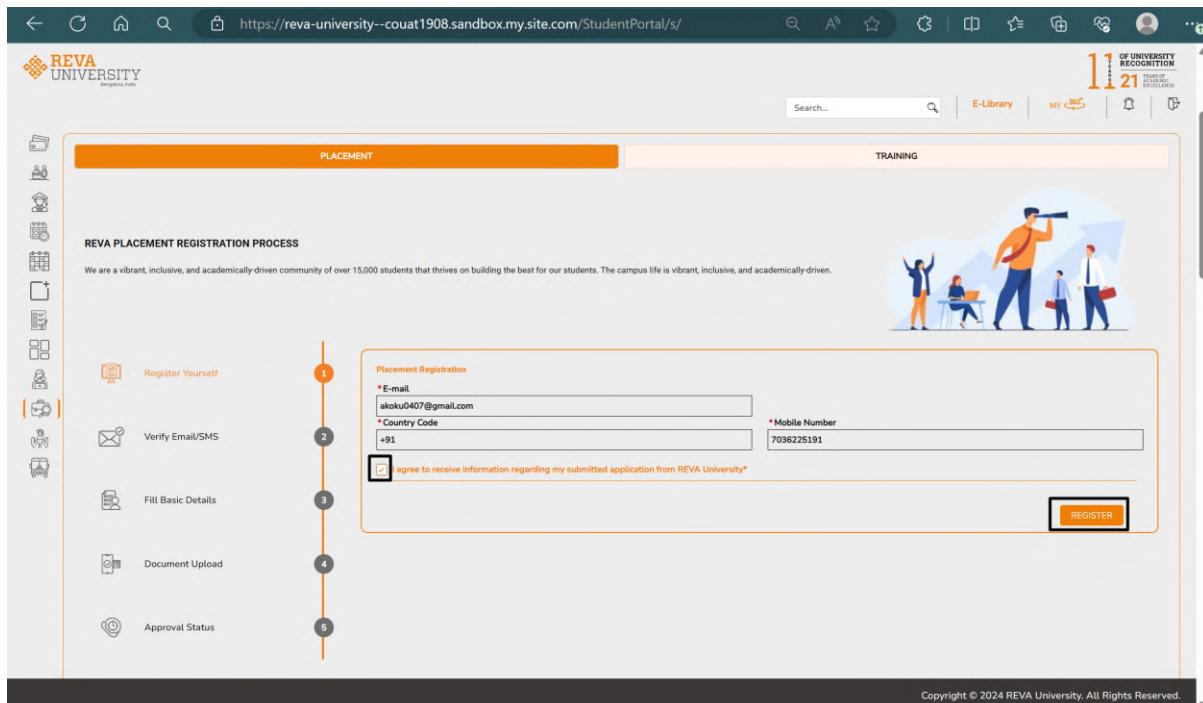
Step 3: Upon clicking the Placement Tile, pre-final year students will be redirected to the REVA Placement Registration Process.



Register Yourself: At this stage, the student can change/update the E-mail, mobile number and name as per the 10th marks card.

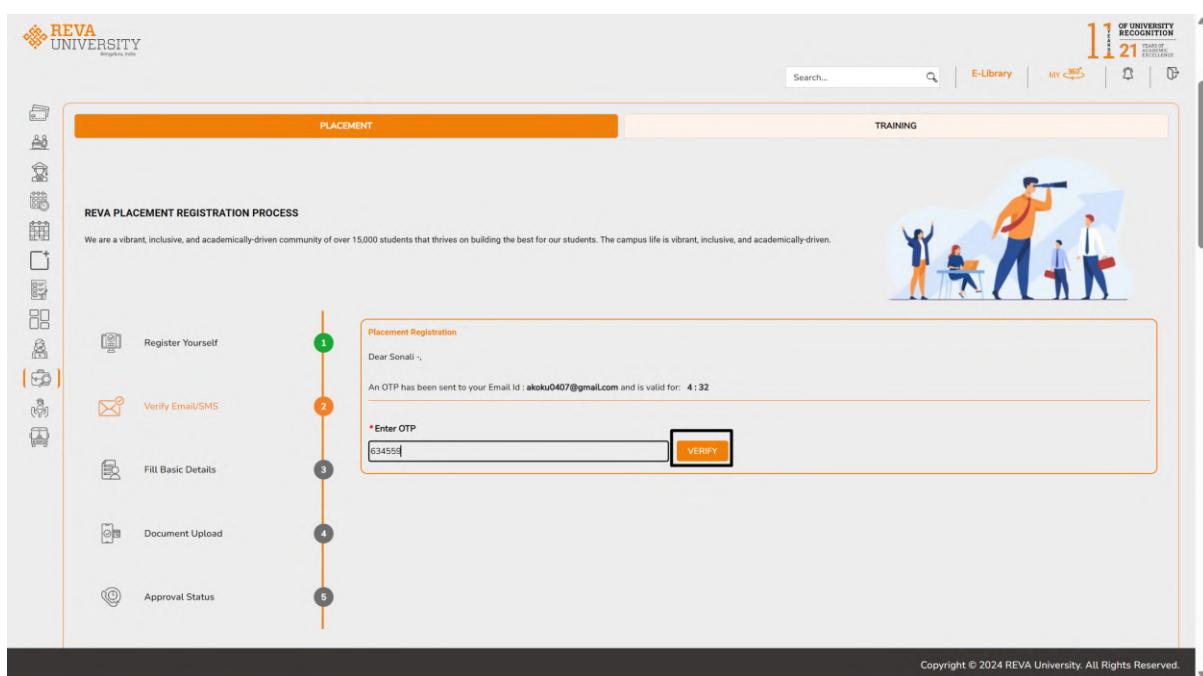


Afterwards, students can select the "I agree" checkbox and then proceed to click on "Register."



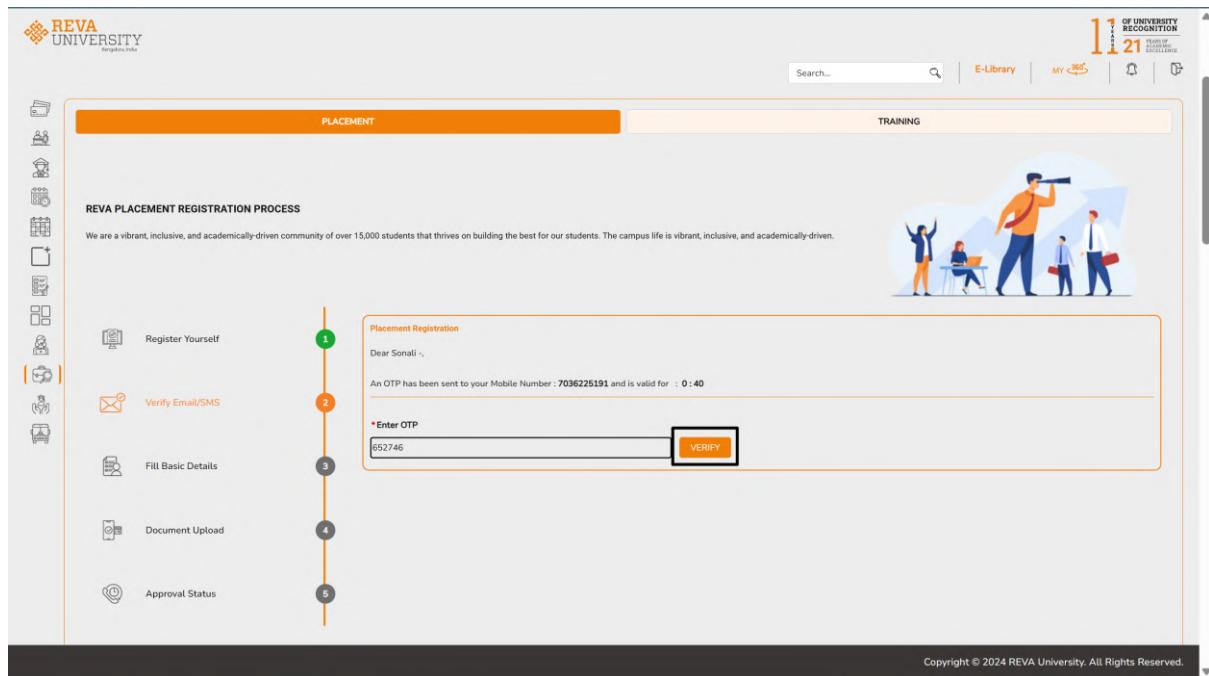
The screenshot shows the REVA Placement Registration Process. On the left, a vertical timeline lists five steps: 1. Register Yourself (completed), 2. Verify Email/SMS, 3. Fill Basic Details, 4. Document Upload, and 5. Approval Status. Step 1 has a green circle with the number 1. The main form area is titled "Placement Registration". It contains fields for "E-mail" (akoku0407@gmail.com), "Country Code" (+91), and "Mobile Number" (7036225191). There is also a checkbox labeled "I agree to receive Information regarding my submitted application from REVA University*". A large orange "REGISTER" button is at the bottom right. The top navigation bar includes links for "Placement" and "Training", and the university's logo and recognition badge.

After clicking the Register button, students need to verify their email by entering the OTP.



The screenshot shows the same placement registration process after the "REGISTER" button was clicked. The timeline now shows step 2, "Verify Email/SMS", as completed, indicated by a green circle with the number 2. The main form area displays a message: "An OTP has been sent to your Email Id : akoku0407@gmail.com and is valid for: 4:32". Below this, there is a field labeled "Enter OTP" containing "634555" and an orange "VERIFY" button. The rest of the timeline and the top navigation bar remain the same.

Following this, students need to verify their mobile number via SMS by entering the OTP.



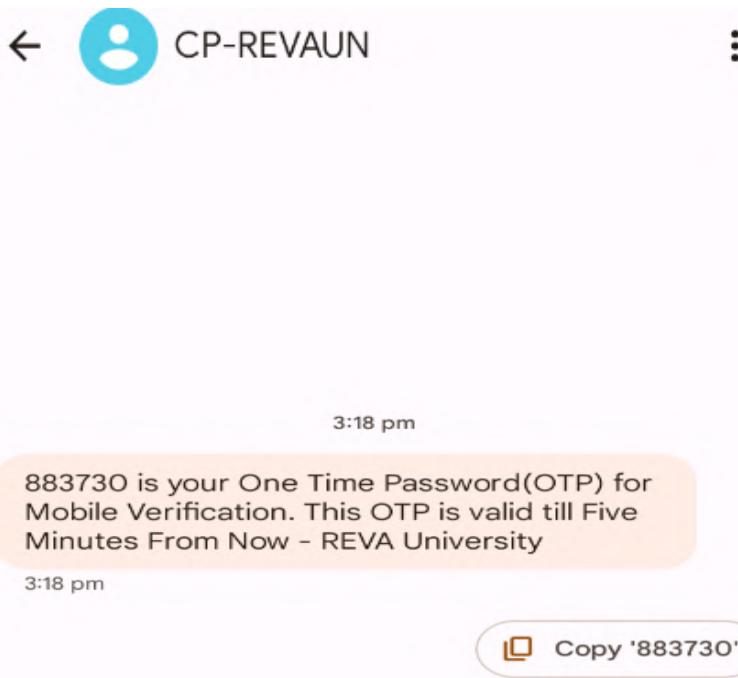
The screenshot shows the 'REVA PLACEMENT REGISTRATION PROCESS' page. On the left, there is a vertical sidebar with icons for various steps: Register Yourself (green), Verify Email/SMS (orange), Fill Basic Details (grey), Document Upload (grey), and Approval Status (grey). A vertical timeline on the right shows five steps: 1. Register Yourself (green circle), 2. Verify Email/SMS (orange circle, currently active), 3. Fill Basic Details (grey circle), 4. Document Upload (grey circle), and 5. Approval Status (grey circle). The main content area displays a 'Placement Registration' form. It includes a greeting 'Dear Sonali :-', a message stating 'An OTP has been sent to your Mobile Number : 7036225191 and is valid for : 0 : 40', and a field labeled 'Enter OTP' containing '652746' with a 'VERIFY' button next to it. The top navigation bar includes 'Search...', 'E-Library', 'MY REVA', and other university-related links. The bottom right corner of the page footer says 'Copyright © 2024 REVA University. All Rights Reserved.'

Verify the OTP received in the email by entering it into the designated OTP field.



The screenshot shows an email inbox with one message from 'SONALI <steve.pinto05@gmail.com>' with the subject 'Sandbox: Your OTP Code'. The message body contains the text 'Your OTP code is: 387635'. Below the message are standard email controls for Reply, Forward, and Delete. The top right corner of the email interface shows '1 of 206'.

Verify the OTP received via mobile SMS by entering it into the designated OTP field.



Once the OTP is entered, click on "Verify." Upon successful verification, you will be redirected to fill in your basic details.

REVA PLACEMENT REGISTRATION PROCESS

We are a vibrant, inclusive, and academically-driven community of over 15,000 students that thrives on building the best for our students. The campus life is vibrant, inclusive, and academically-driven.

REVA Placement programme for under graduate and post graduate students for the academic year 2023 - 24

STUDENT BASIC DETAILS

*First Name: Sonali *Middle Name: _____ *Last Name: _____

PAN No. _____ *Current Backlogs: 0

*Cleared Backlogs: 0 *Total Backlogs: 0

*Education Gap: 0 *Interest In Placement: Yes No

*Student Recent Image:

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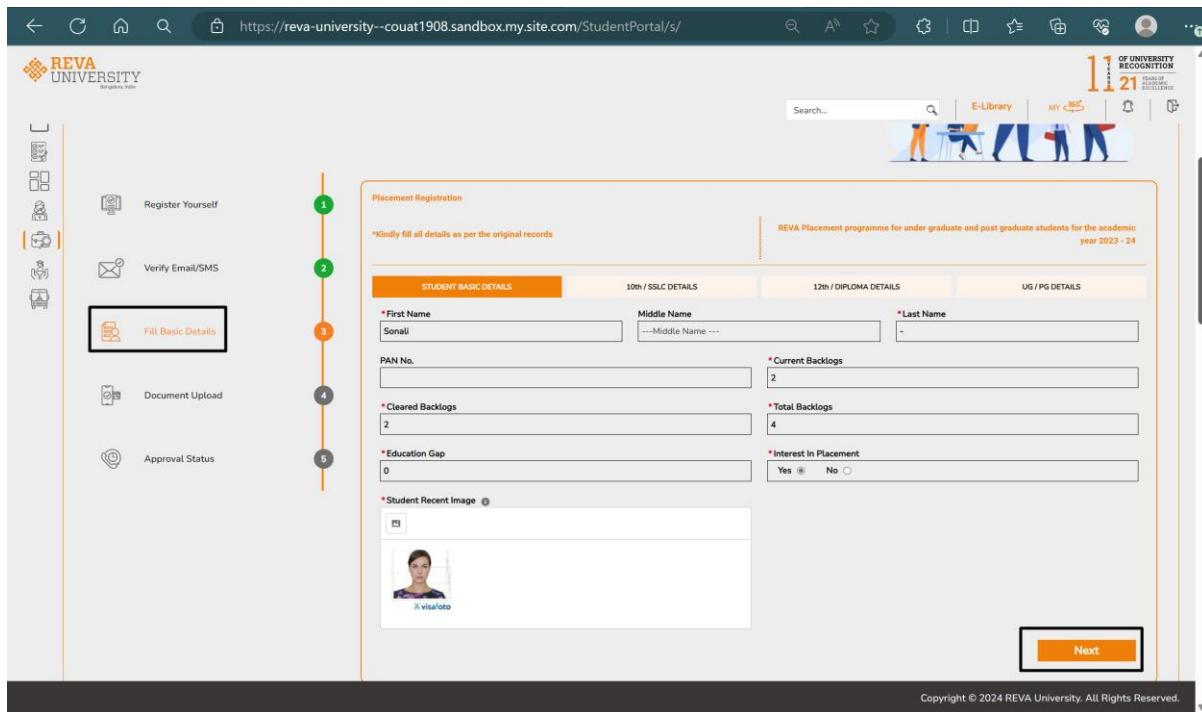


Step 4: After verification, you will be directed to the Student Details form, where you must fill in your basic information.

The screenshot shows the 'Placement Registration' page. The 'Fill Basic Details' step is highlighted with a green box. The registration form includes fields for First Name (Sonali), Middle Name, Last Name, PAN No., Current Backlogs (2), Total Backlogs (4), Cleared Backlogs (2), Education Gap (0), Interest in Placement (Yes), and a Student Recent Image (a placeholder image of a person). A 'Next' button is at the bottom right.

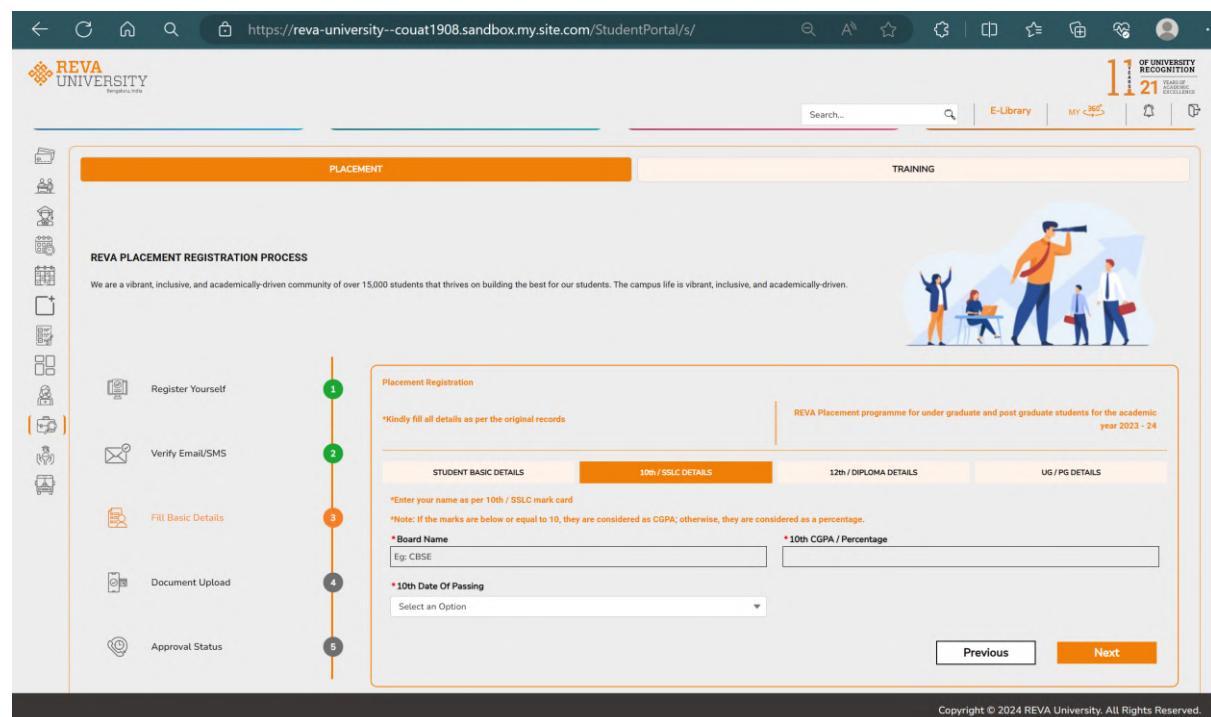
Step 5: If any fields are left blank, an error message will be displayed, prompting you to fill out the required field.

The screenshot shows the same 'Placement Registration' page, but the 'Current Backlogs' field is now highlighted with a red border, indicating it is a required field. An error message 'Please fill in this field.' is displayed next to the field. The other fields remain filled with sample data as shown in the previous screenshot.



The screenshot shows the REVA University Student Portal with the URL <https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s/>. The page title is "Placement Registration". On the left, there is a vertical sidebar with icons for "Register Yourself", "Verify Email/SMS", "Fill Basic Details" (highlighted in orange), "Document Upload", and "Approval Status". A numbered progress bar (1-5) is positioned vertically next to the sidebar. The main form area contains sections for "STUDENT BASIC DETAILS", "10th / SSLC DETAILS", "12th / DIPLOMA DETAILS", and "UG / PG DETAILS". Fields include First Name (Sonali), Middle Name (optional), Last Name (optional), PAN No. (optional), Current Backlogs (2), Total Backlogs (4), Education Gap (0), and Interest in Placement (Yes or No). There is also a "Student Recent Image" section with a placeholder for a profile picture. At the bottom right of the form is an orange "Next" button.

Step 6: Proceed by clicking on 'Next'. This will redirect you to the section for providing your 10th/SSLC details. Fill in the information.



This screenshot shows the continuation of the Placement Registration process. The URL is the same: <https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s/>. The page title is "REVA PLACEMENT REGISTRATION PROCESS". The sidebar and progress bar are identical to the previous screenshot. The main form area now includes a "10th / SSLC DETAILS" tab, which is active. It contains fields for Board Name (e.g. CBSE) and 10th CGPA / Percentage. Below these fields is a dropdown menu for "10th Date Of Passing" with the option "Select an Option". At the bottom right of the form are "Previous" and "Next" buttons. The copyright notice "Copyright © 2024 REVA University. All Rights Reserved." is at the bottom right of the page.

REVA UNIVERSITY Bengaluru, India

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Placement Registration

*Kindly fill all details as per the original records

REVA Placement programme for under graduate and post graduate students for the academic year 2023 - 24

STUDENT BASIC DETAILS 10th / SSLC DETAILS 12th / DIPLOMA DETAILS UG / PG DETAILS

*Enter your name as per 10th / SSLC mark card

*Note: If the marks are below or equal to 10, they are considered as CGPA; otherwise, they are considered as a percentage.

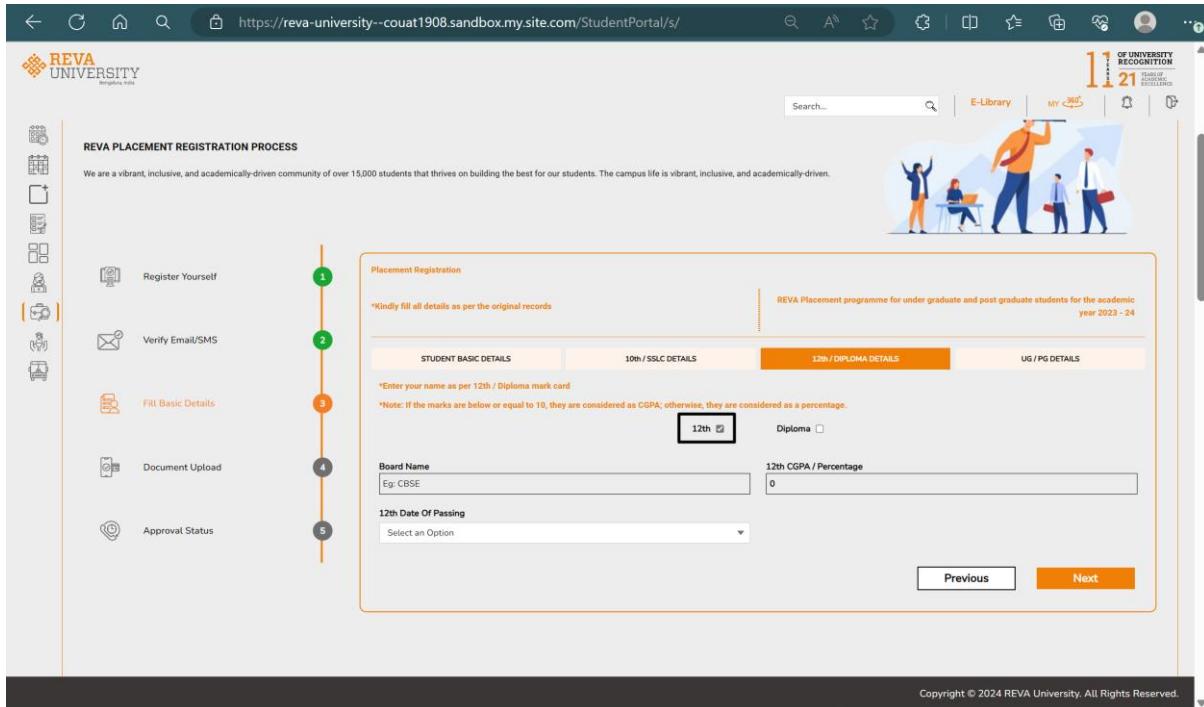
Board Name: SSC *10th CGPA / Percentage: 8.8

*10th Date Of Passing: 2012

Previous Next

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Select "12th / Diploma Details" and the related fields will be displayed. Fill in the information according to your 12th or Diploma details.



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Placement Registration

*Kindly fill all details as per the original records

REVA Placement programme for under graduate and post graduate students for the academic year 2023 - 24

STUDENT BASIC DETAILS **10th / SSLC DETAILS** **12th / DIPLOMA DETAILS** **UG / PG DETAILS**

*Enter your name as per 12th / Diploma mark card
 *Note: If the marks are below or equal to 10, they are considered as CGPA; otherwise, they are considered as a percentage.

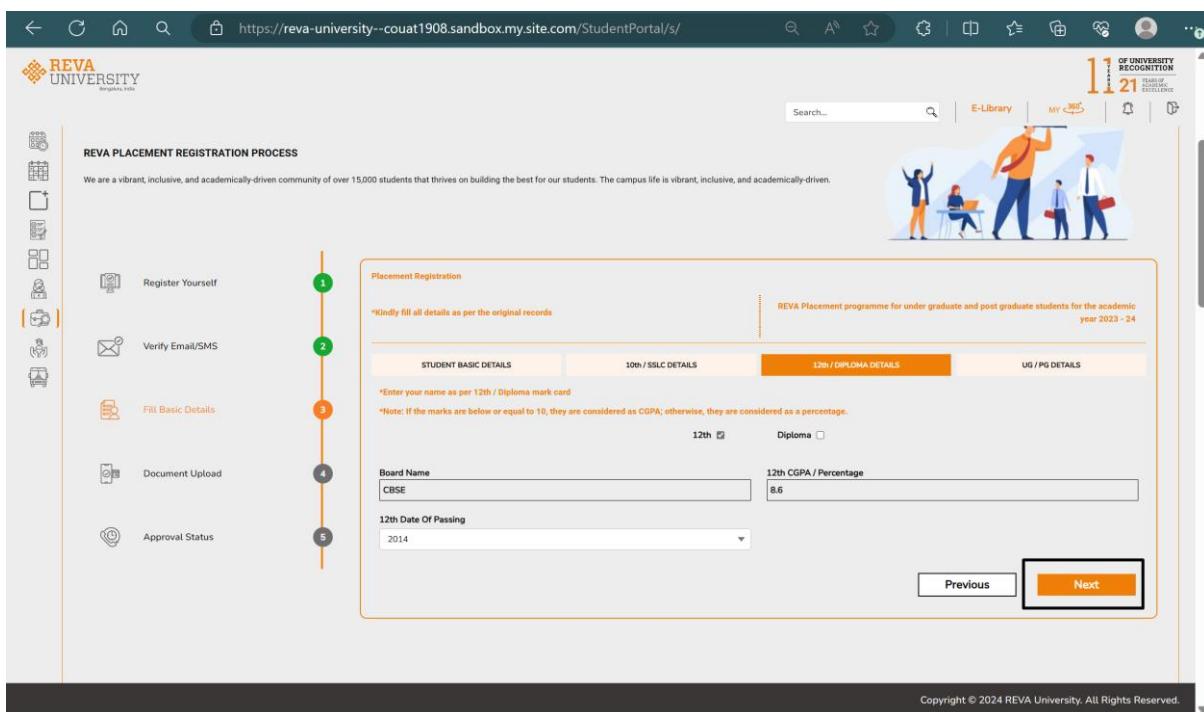
12th Diploma

Board Name: CBSE 12th CGPA / Percentage: 0

12th Date Of Passing: Select an Option

Previous Next

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Placement Registration

*Kindly fill all details as per the original records

REVA Placement programme for under graduate and post graduate students for the academic year 2023 - 24

STUDENT BASIC DETAILS **10th / SSLC DETAILS** **12th / DIPLOMA DETAILS** **UG / PG DETAILS**

*Enter your name as per 12th / Diploma mark card
 *Note: If the marks are below or equal to 10, they are considered as CGPA; otherwise, they are considered as a percentage.

12th Diploma

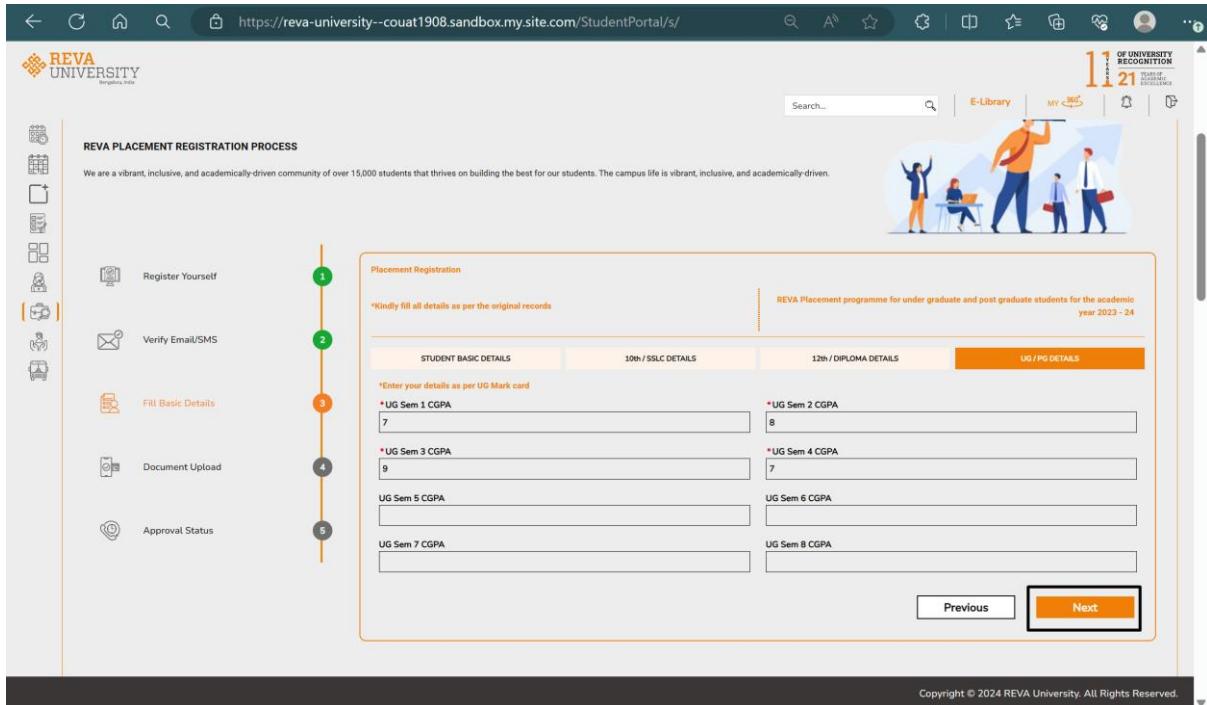
Board Name: CBSE 12th CGPA / Percentage: 8.6

12th Date Of Passing: 2014

Previous Next

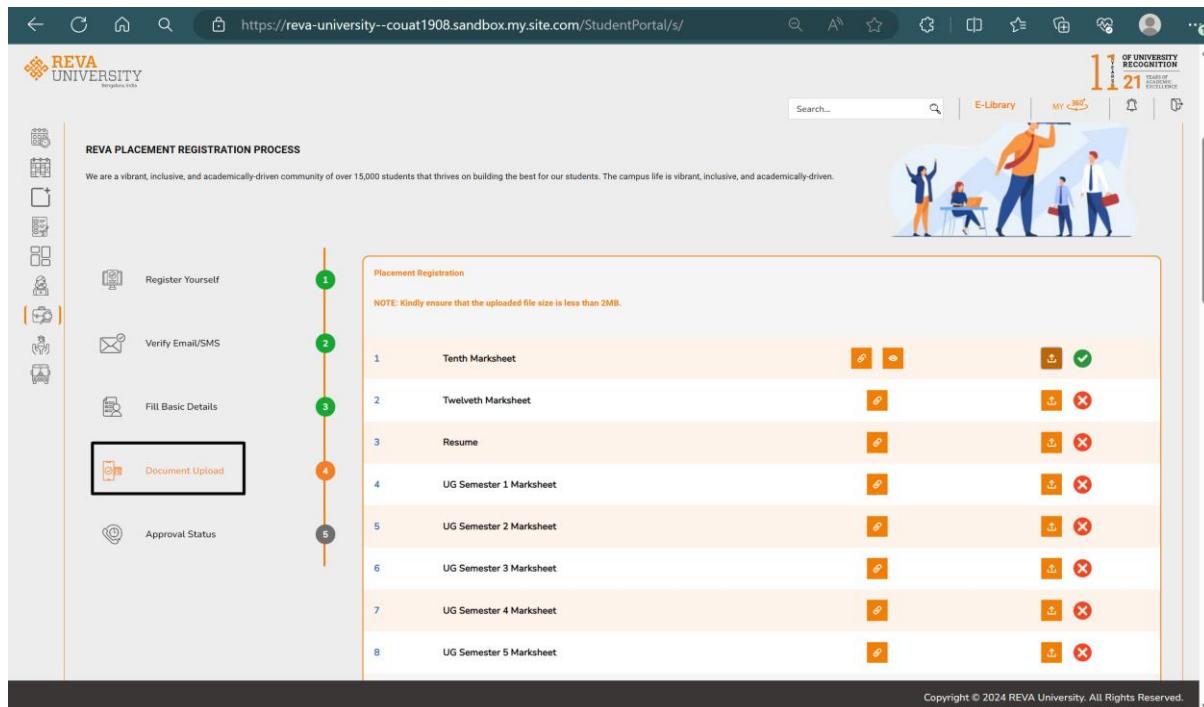
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Choose "UG / PG Details". Fill in those details. Click on "Save & Next".



The screenshot shows the 'Placement Registration' page of the REVA Placement Registration Process. The page has a sidebar on the left with icons for 'Register Yourself', 'Verify Email/SMS', 'Fill Basic Details', 'Document Upload', and 'Approval Status'. A vertical timeline on the right shows steps 1 through 5. Step 3 is highlighted with a green circle, indicating the current step. The main form is titled 'Placement Registration' and includes sections for 'STUDENT BASIC DETAILS', '10th / SSLC DETAILS', '12th / DIPLOMA DETAILS', and 'UG / PG DETAILS'. The 'UG / PG DETAILS' section contains fields for CGPA values from Sem 1 to Sem 8. The 'UG / PG DETAILS' button is highlighted in orange. At the bottom, there are 'Previous' and 'Next' buttons.

Step 7: After saving, you will be redirected to the Document Upload Section. Upload the appropriate documents, including those for the 10th and 12th grades, your resume, as well as mark sheets for UG Semesters 1 to 4.



REVA PLACEMENT REGISTRATION PROCESS

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Placement Registration

NOTE: Kindly ensure that the uploaded file size is less than 2MB.

1. Tenth Marksheets	Attachment Icon	Attachment Icon	Upload	✓
2. Twelfth Marksheets	Attachment Icon	Attachment Icon	Upload	✗
3. Resume	Attachment Icon	Attachment Icon	Upload	✗
4. UG Semester 1 Marksheets	Attachment Icon	Attachment Icon	Upload	✗
5. UG Semester 2 Marksheets	Attachment Icon	Attachment Icon	Upload	✗
6. UG Semester 3 Marksheets	Attachment Icon	Attachment Icon	Upload	✗
7. UG Semester 4 Marksheets	Attachment Icon	Attachment Icon	Upload	✗
8. UG Semester 5 Marksheets	Attachment Icon	Attachment Icon	Upload	✗

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Click on the Attachment Icon for each document, then search for the specific document and upload it. After uploading, a success message will confirm that the document has been submitted successfully, and the icon will change from a cross to a tick mark.



Similarly, proceed to upload every document.

Placement Registration
NOTE: Kindly ensure that the uploaded file size is less than 2MB.

1	Tenth Marksheets	
2	Twelfth Marksheets	
3	Resume	
4	UG Semester 1 Marksheets	
5	UG Semester 2 Marksheets	
6	UG Semester 3 Marksheets	
7	UG Semester 4 Marksheets	
8	UG Semester 5 Marksheets	

Next

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To review the uploaded document, click on the EYE Icon. It will open a new window, allowing you to preview the document.

Click on the 'Next'.

REVA PLACEMENT REGISTRATION PROCESS
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PLACEMENT TRAINING

Placement Registration

SNO	DOCUMENT / INFORMATION	STATUS
1	Fill Basic Details	
2	Tenth Marksheets	
3	Twelfth / Diploma Marksheets	
4	Resume Upload	

By submitting this application, you agree that you have provided accurate and complete information to the best of your knowledge.

Submit For Verification

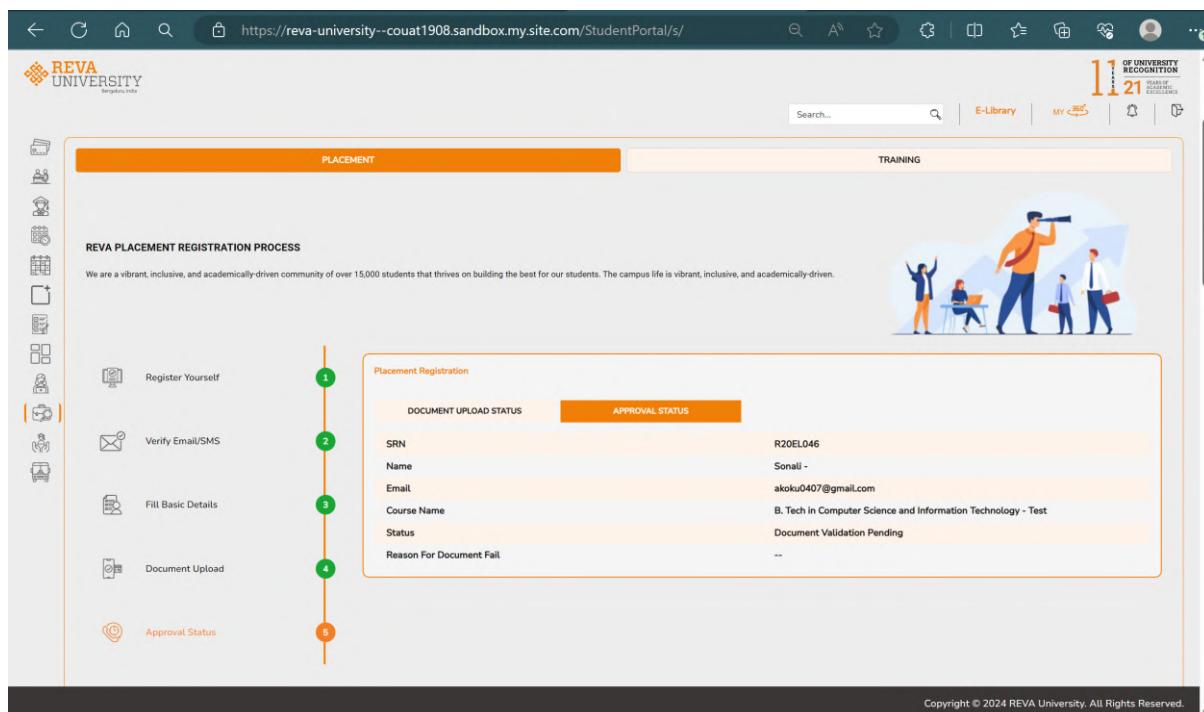
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Upon clicking, the Approval Status page will open, displaying both the Document Upload Status and Approval Status.

Click the checkbox to highlight the button, then click on "Submit for Verification".



Next, click on the Approval Status button to review the current status.



REVA PLACEMENT REGISTRATION PROCESS

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Placement Registration

DOCUMENT UPLOAD STATUS APPROVAL STATUS

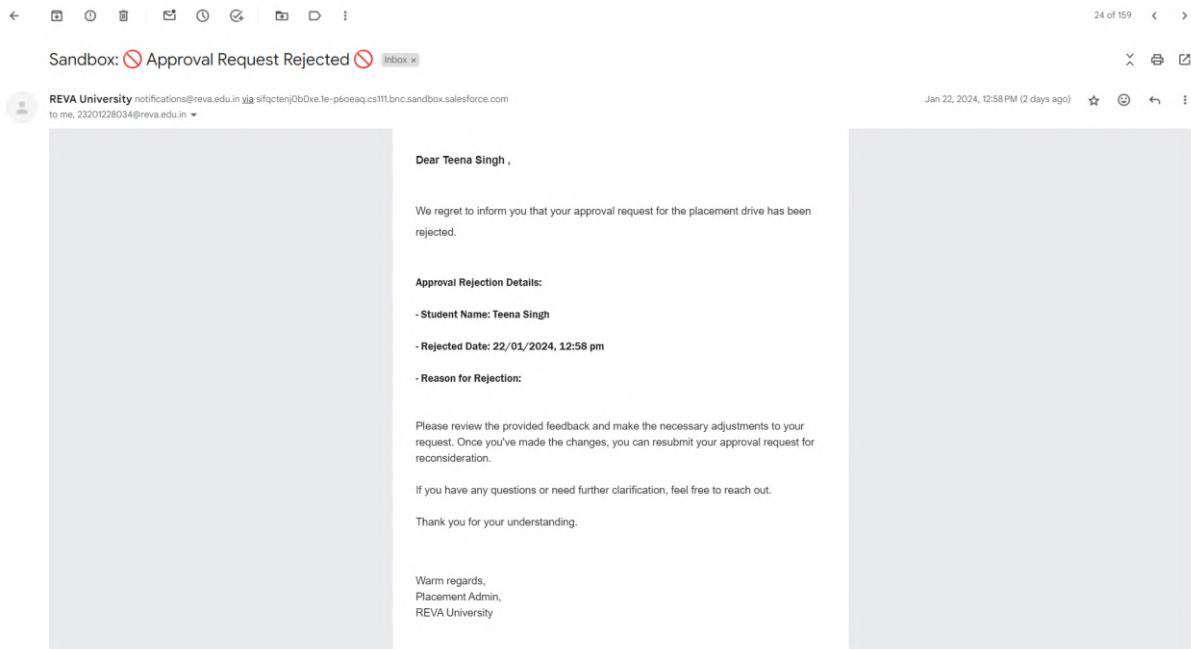
SRN: R20EL046
Name: Sonali
Email: akoku0407@gmail.com
Course Name: B. Tech in Computer Science and Information Technology - Test
Status: Document Validation Pending
Reason For Document Fail: --

The record is now forwarded to the Vertical Head for 'Document Verification'.



Uploading the Rejected Documents

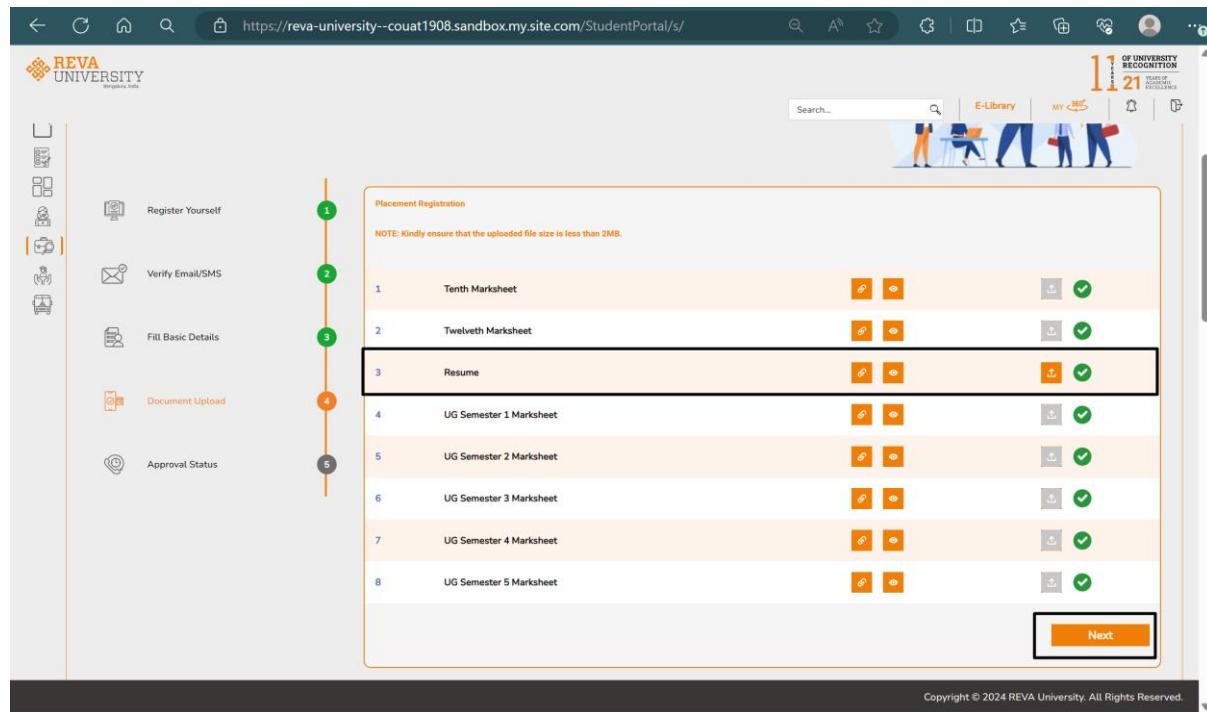
Once the student gets rejected, he/she will get a mail notification to the personal mail.



The screenshot shows the REVA University Student Portal at https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s. The top navigation bar includes links for Placement, Training, E-Library, and MY REVA. The left sidebar lists steps: Register Yourself, Verify Email/SMS, Fill Basic Details, Document Upload, and Approval Status. A vertical timeline on the right shows five steps: 1. Register Yourself, 2. Verify Email/SMS, 3. Fill Basic Details, 4. Document Upload (highlighted in orange), and 5. Approval Status. The "Placement Registration" section shows the following details:

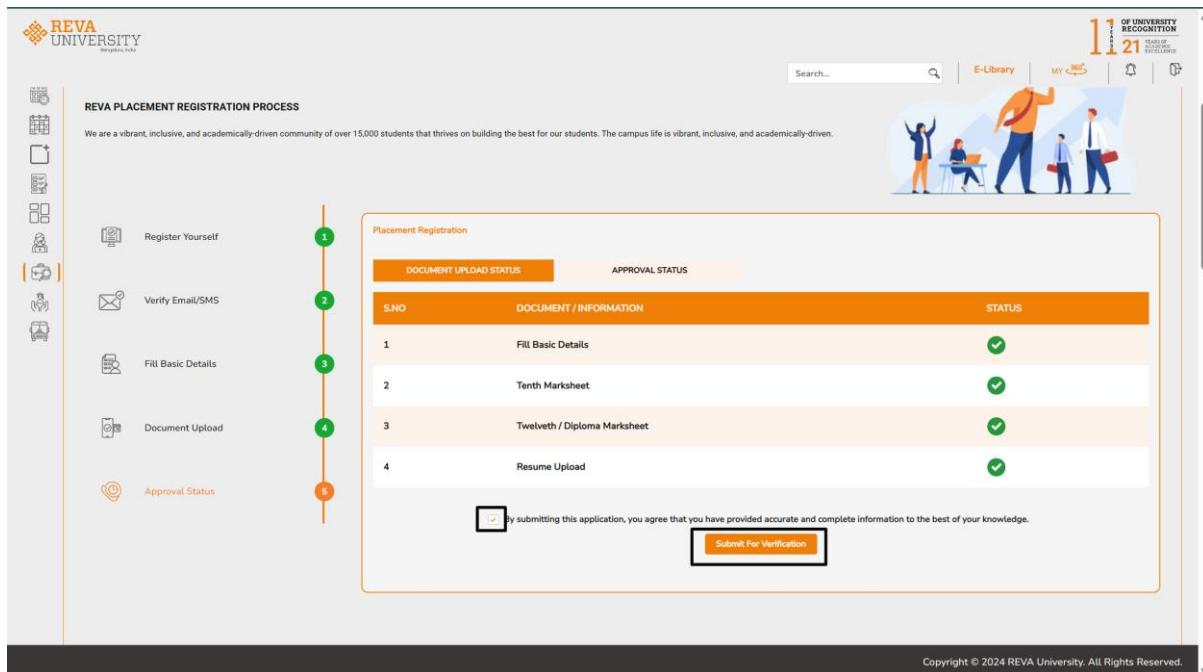
DOCUMENT UPLOAD STATUS	APPROVAL STATUS
SRN	R20EL046
Name	Sonali -
Email	akuku0407@gmail.com
Course Name	B. Tech in Computer Science and Information Technology - Test
Status	Document Validation Failed
Reason For Document Fail	Need to Upload Resume with proper details

Step 1: Log back into the Student Portal again. Then the student can upload the document that has been rejected and submit it. Only the document that has been rejected can be uploaded; other documents cannot be modified or uploaded.



Click on 'Next'. It will be redirected to the Document Upload Status.

Click on 'Check box' and click on Submit for Verification.

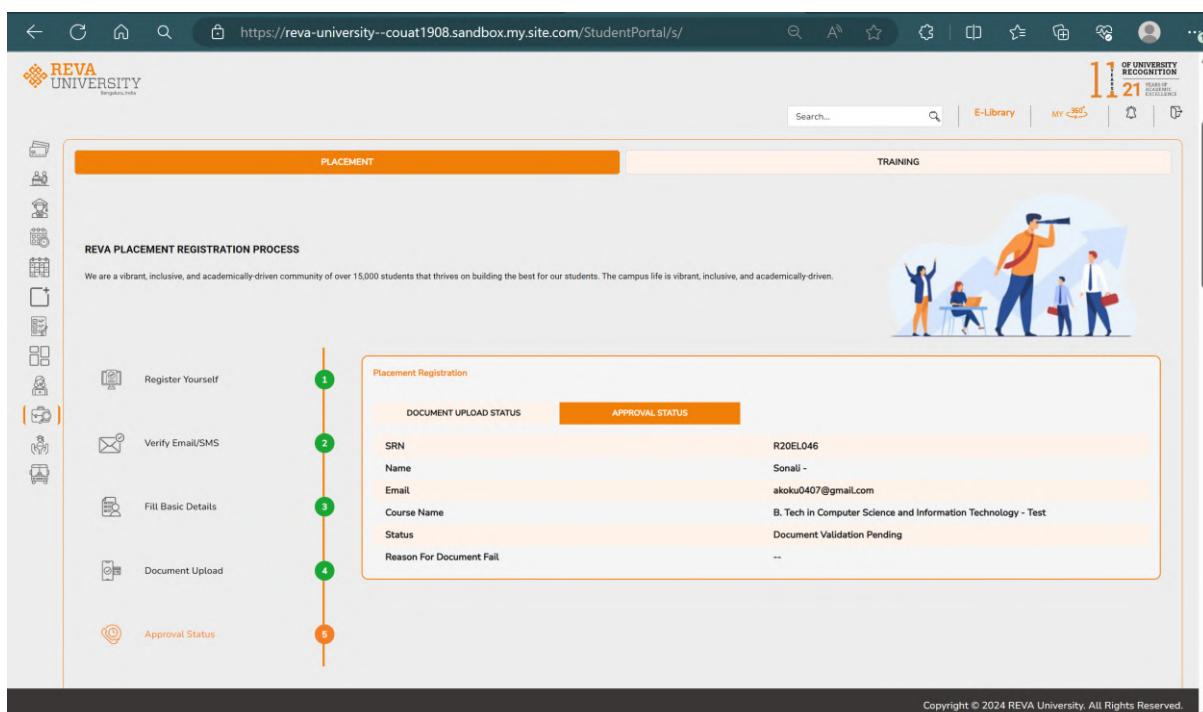


The screenshot shows the 'Placement Registration' page. On the left, a vertical sidebar lists steps: 1. Register Yourself, 2. Verify Email/SMS, 3. Fill Basic Details, 4. Document Upload, and 5. Approval Status. Step 5 is highlighted with a green circle and an orange border. The main content area shows a table titled 'Placement Registration' with two tabs: 'DOCUMENT UPLOAD STATUS' (selected) and 'APPROVAL STATUS'. The table has columns: S.NO, DOCUMENT / INFORMATION, and STATUS. The rows show:

S.NO	DOCUMENT / INFORMATION	STATUS
1	Fill Basic Details	✓
2	Tenth Marksheet	✓
3	Twelveth / Diploma Marksheet	✓
4	Resume Upload	✓

Below the table is a note: "By submitting this application, you agree that you have provided accurate and complete information to the best of your knowledge." followed by a checkbox and a 'Submit For Verification' button.

Step 2: Click on the 'Approve Status' button to be redirected to the Approval Status page, where the student can review the status.



The screenshot shows the 'Placement Registration' page. The sidebar on the left shows steps 1 through 5. Step 5 is highlighted with a green circle and an orange border. The main content area shows a table titled 'Placement Registration' with two tabs: 'DOCUMENT UPLOAD STATUS' (selected) and 'APPROVAL STATUS' (disabled). The table has columns: SRN, Name, Email, Course Name, Status, and Reason For Document Fail. The details are as follows:

SRN	Name	Email	Course Name	Status	Reason For Document Fail
R20EL046	Sonali -	akoku0407@gmail.com	B. Tech in Computer Science and Information Technology - Test	Document Validation Pending	--

Student Applies for the Placement Drive in the Student Portal

Step 1: Once the Placement admin creates the eligibility records, all students who are shortlisted will receive an email notification.



Sandbox: Testing Hiring Process for ; Register before 25/01/2024 7:45 am [Inbox x](#)



Umesh umesh.c@reva.edu.in via 19mmbngutpdmojnh.irdyh.1e-p6oeaq.cs111.bnc.sandbox.salesforce.com
to me, jitendra.solanki@cloudodyssey.co ▾

Dear Teena Singh,

Greeting from Team CDC,

Testing Drive 1 has been scheduled for 2024 graduating batch. If you are interested kindly go through the attached Job Description and register in the link before 25/01/2024.

Drive Details:

Job Description: <https://reva-university--codev1.sandbox.my.salesforce.com/sfc/p/1e0000000p6O/a/1e0000000q7P/aBHM02OLj67uqxyyq5lY8ocu73FkEo7zsPjfmbCY2IE>

CTC : 6

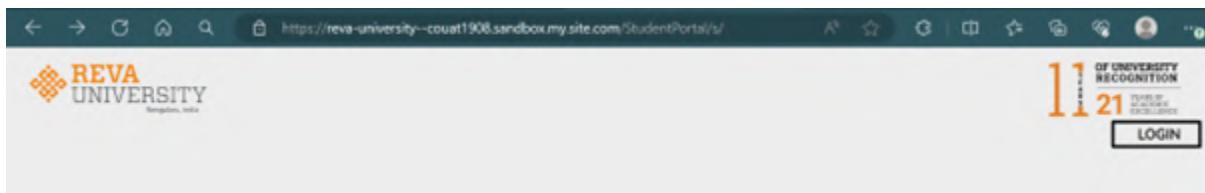
Register URL : <https://reva-university.my.site.com/StudentPortal/login>

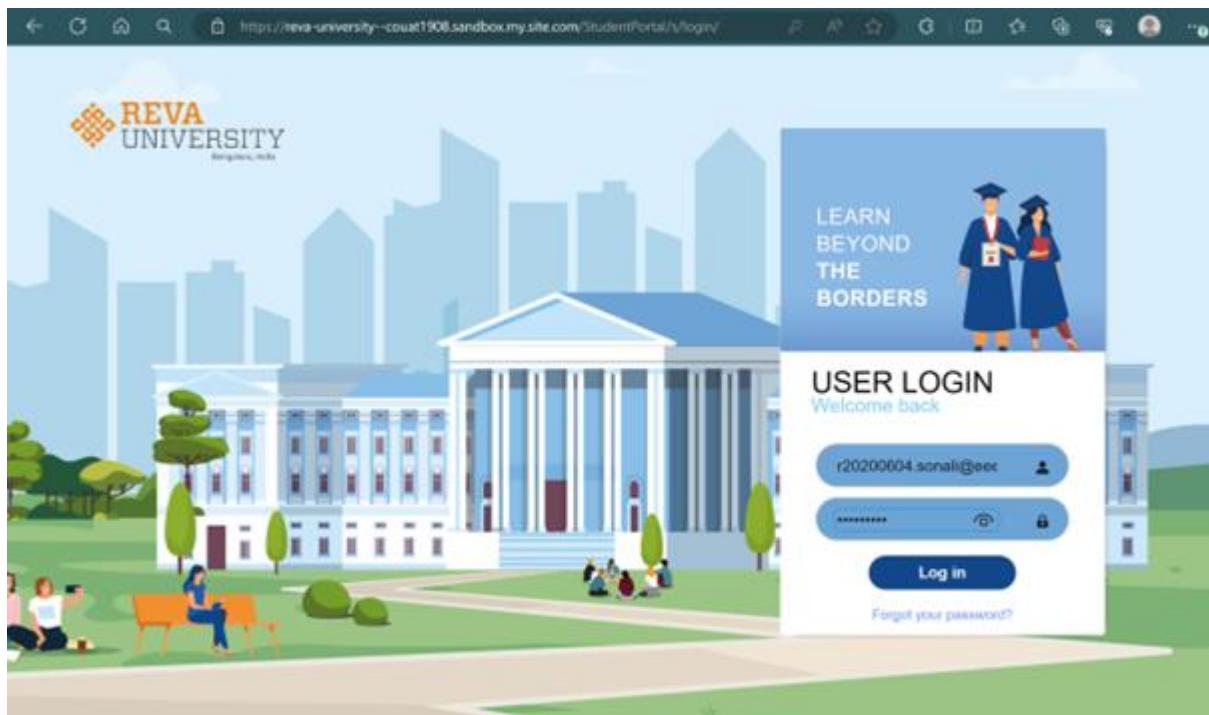
Application end time: 25/01/2024 7:45 am.

Warm Records,
Career Development Center



Step 2: To access the student portal, students should log in via Home (site.com).

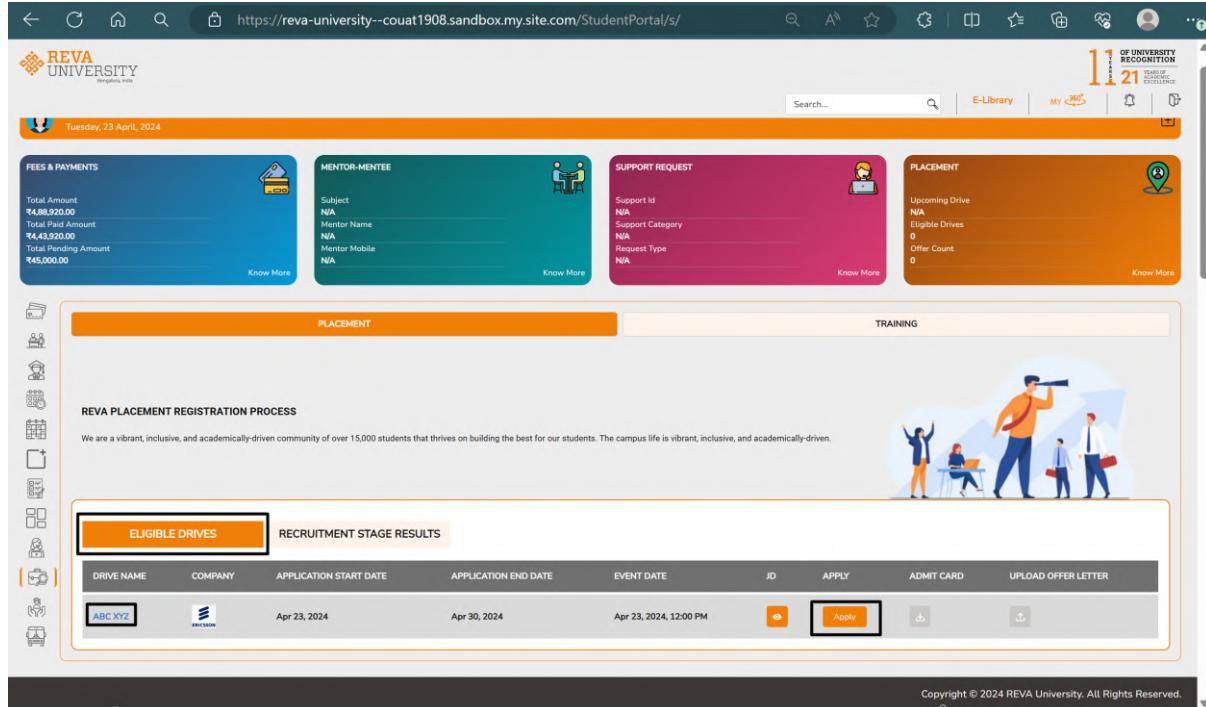




Step 3: After successful login, users are directed to the Home Page. From there, students can access the placement tile within the student portal.

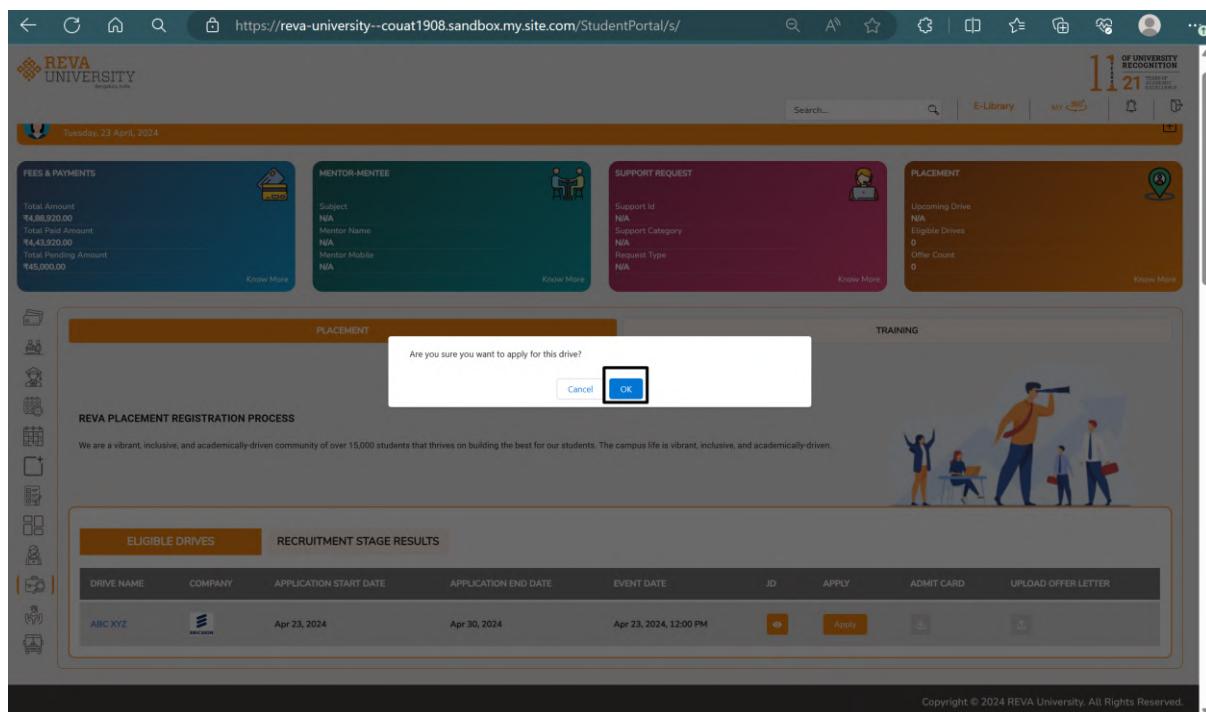
Pending Fee Details		Paid Fee Details		Payment Status		
<input checked="" type="checkbox"/> Pay Multiple						
FEE NAME	FEE TYPE	DUE DATE	AMOUNT	AMOUNT PAID	AMOUNT PENDING	ACTION
REVA Tuition 2019-25	Transaction Fee	22-04-2024	₹10000.00	₹0.00	₹10000.00	Make Payment

Step 4: Select the Eligible drive and click 'Apply'.



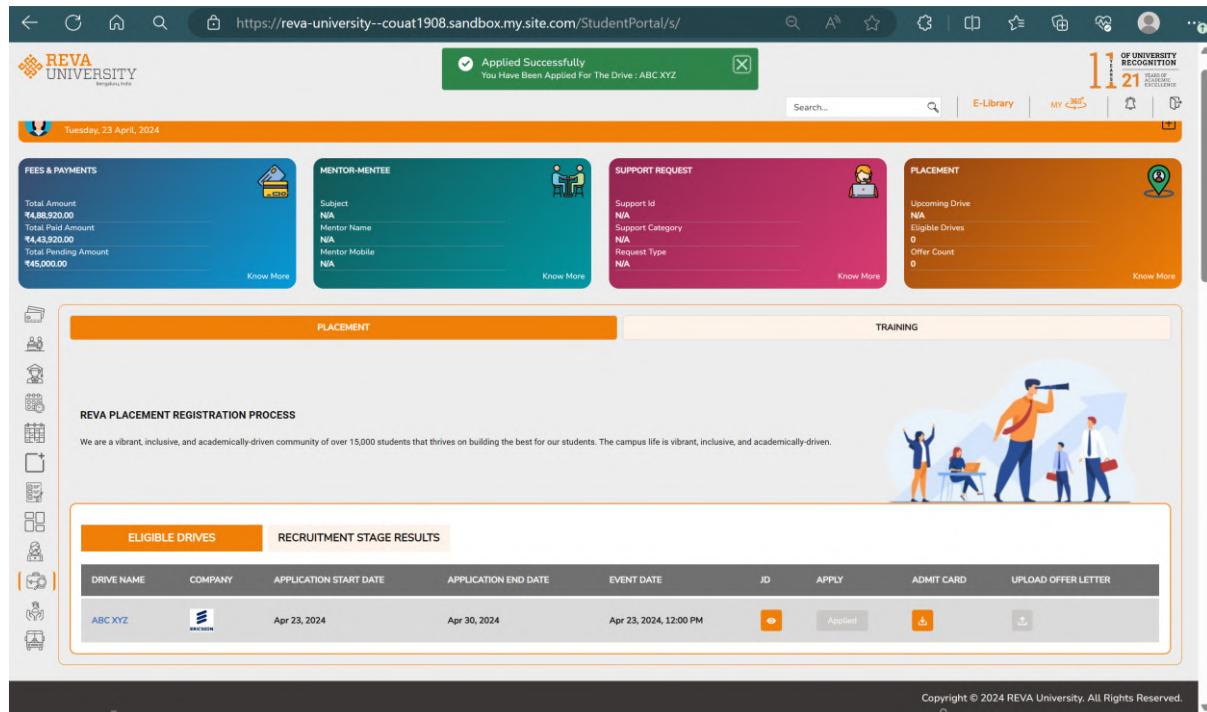
The screenshot shows the REVA University Student Portal interface. At the top, there are four main sections: FEES & PAYMENTS, MENTOR-MENTEE, SUPPORT REQUEST, and PLACEMENT. The PLACEMENT section is currently active, indicated by an orange bar at the top. Below this, there's a large heading 'REVA PLACEMENT REGISTRATION PROCESS' with a sub-section 'RECRUITMENT STAGE RESULTS'. Under 'ELIGIBLE DRIVES', there is one entry for 'ABC XYZ' with a company logo. To the right of the table, there are buttons for 'APPLY', 'ADMIT CARD', and 'UPLOAD OFFER LETTER'. A small 'Apply' button is highlighted with a red box. At the bottom of the page, there's a copyright notice: 'Copyright © 2024 REVA University. All Rights Reserved.'

Step 5: Click 'OK' to apply for this drive.



This screenshot shows the same portal interface as the previous one, but with a modal dialog box in the center. The dialog box contains the text 'Are you sure you want to apply for this drive?' with two buttons: 'Cancel' and 'OK'. The 'OK' button is highlighted with a red box. The background of the dialog box is white, and it covers the 'RECRUITMENT STAGE RESULTS' section of the placement module. The rest of the page, including the navigation bar and other sections like FEES & PAYMENTS and MENTOR-MENTEE, remains visible.

Step 6: By clicking 'OK', the student's application for the placement drive is complete. Click 'Download' button and download the admit card, which contains a printed QR code.



The screenshot shows the REVA University Placement Portal. At the top, there is a banner indicating 'Applied Successfully' with the message 'You Have Been Applied For The Drive : ABC XYZ'. Below this, the main dashboard features several modules: 'FEES & PAYMENTS' (Total Amount: ₹4,88,920.00, Total Paid Amount: ₹4,43,920.00, Total Pending Amount: ₹45,000.00), 'MENTOR-MENTEE' (Subject: N/A, Mentor Name: N/A, Mentor Mobile: N/A), 'SUPPORT REQUEST' (Support Id: N/A, Support Category: N/A, Request Type: N/A), and 'PLACEMENT' (Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0). A central section titled 'REVA PLACEMENT REGISTRATION PROCESS' describes the university as a vibrant, inclusive, and academically-driven community of over 15,000 students. Below this is a table for 'RECRUITMENT STAGE RESULTS' with columns: DRIVE NAME, COMPANY, APPLICATION START DATE, APPLICATION END DATE, EVENT DATE, JD, APPLY, ADMIT CARD, and UPLOAD OFFER LETTER. The table shows one entry for 'ABC XYZ' with the company 'ERICSSON', application start date 'Apr 23, 2024', application end date 'Apr 30, 2024', event date 'Apr 23, 2024, 12:00 PM', and status 'Applied'. The bottom of the page includes a copyright notice 'Copyright © 2024 REVA University. All Rights Reserved.' and a navigation sidebar on the left.

FEES & PAYMENTS

Total Amount **₹4,68,920.00**
 Total Paid Amount **₹4,43,920.00**
 Total Pending Amount **₹45,000.00**

MENTOR-MENTEE

Subject N/A
 Mentor Name N/A
 Mentor Mobile N/A

SUPPORT REQUEST

Support Id N/A
 Support Category N/A
 Request Type N/A

PLACEMENT

Upcoming Drive N/A
 Eligible Drives 0
 Offer Count 0

Search...
E-Library
MY REVA

Tuesday, 23 April, 2024

Placement
Training

REVA PLACEMENT REGISTRATION PROCESS

We are a vibrant, inclusive, and academically-driven community of over 15,000 students that thrives on building the best for our students. The campus life is vibrant, inclusive, and academically-driven.

ELIGIBLE DRIVES		RECRUITMENT STAGE RESULTS	
DRIVE NAME	COMPANY	APPLICATION START DATE	APPLICATION END DATE
ABC XYZ		Apr 23, 2024	Apr 30, 2024
		Event Date	JD
		Apr 23, 2024, 12:00 PM	Applied
			
			

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FEES & PAYMENTS

Total Amount **₹4,68,920.00**
 Total Paid Amount **₹4,43,920.00**
 Total Pending Amount **₹45,000.00**

MENTOR-MENTEE

Subject N/A
 Mentor Name N/A
 Mentor Mobile N/A

SUPPORT REQUEST

Support Id N/A
 Support Category N/A
 Request Type N/A

PLACEMENT

Upcoming Drive N/A
 Eligible Drives 0
 Offer Count 0

Search...
E-Library
MY REVA

Tuesday, 23 April, 2024

Placement
Training

REVA PLACEMENT REGISTRATION PROCESS

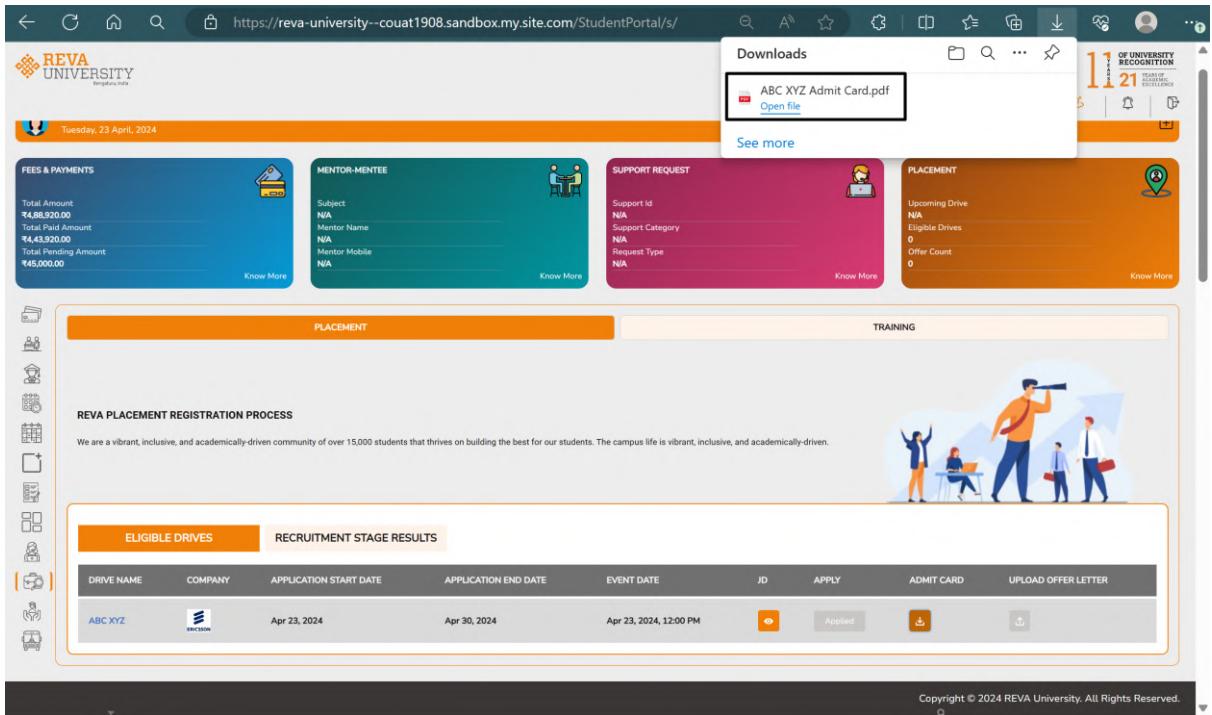
We are a vibrant, inclusive, and academically-driven community of over 15,000 students that thrives on building the best for our students. The campus life is vibrant, inclusive, and academically-driven.

ELIGIBLE DRIVES		RECRUITMENT STAGE RESULTS	
DRIVE NAME	COMPANY	APPLICATION START DATE	APPLICATION END DATE
ABC XYZ		Apr 23, 2024	Apr 30, 2024
		Event Date	JD
		Apr 23, 2024, 12:00 PM	Applied
			
			

Are you sure you want to download admit card this drive?

Cancel
OK

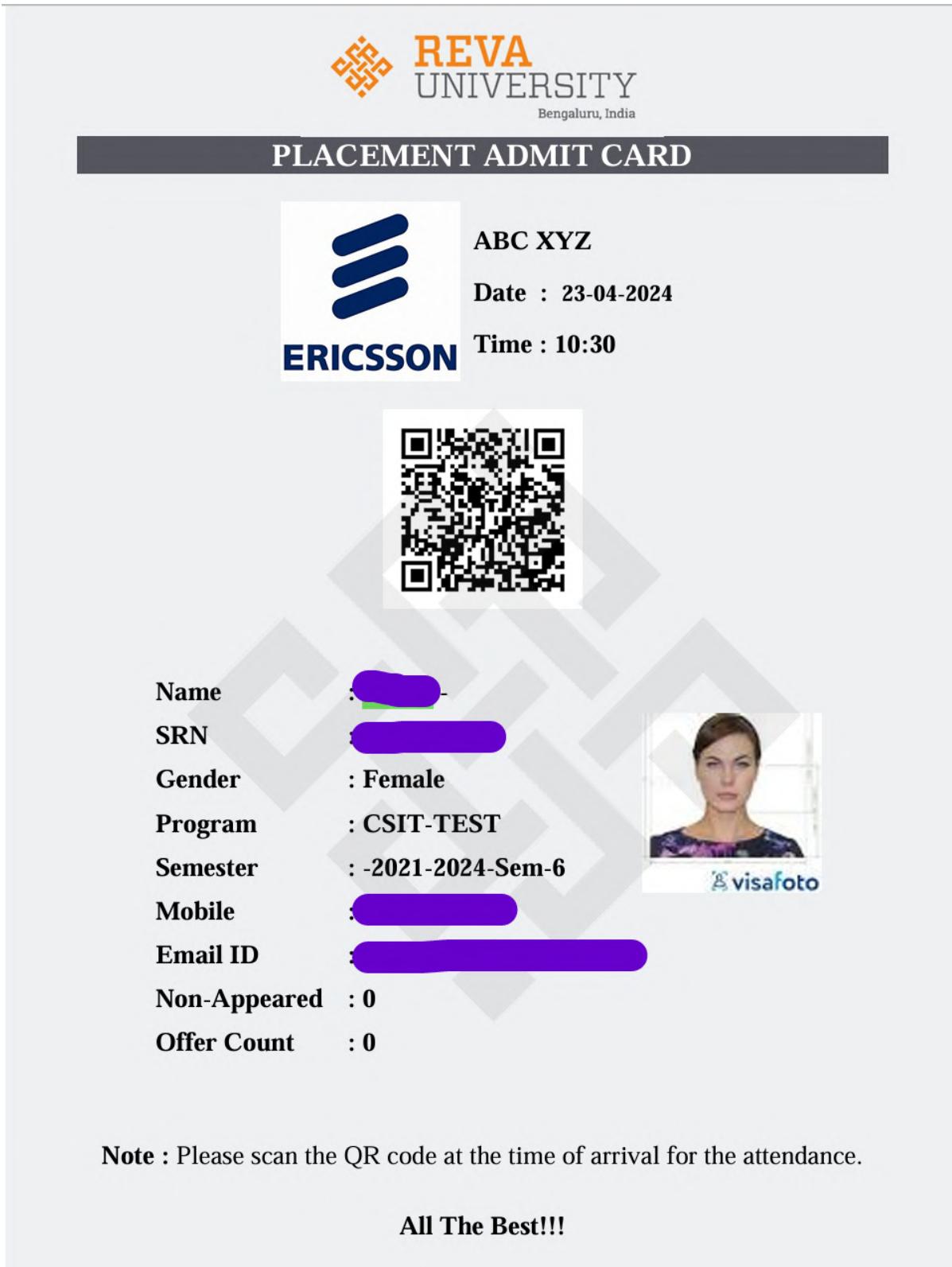
Copyright © 2024 REVA University. All Rights Reserved.



The screenshot shows the REVA University Student Portal interface. At the top, there are several cards: 'FEES & PAYMENTS' (Total Amount: ₹48,920.00), 'MENTOR-MENTEE' (Subject: N/A, Mentor Name: N/A, Mentor Mobile: N/A), 'SUPPORT REQUEST' (Support Id: N/A, Support Category: N/A, Request Type: N/A), and 'PLACEMENT' (Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0). Below these is a navigation bar with icons for Home, Courses, Academic Calendar, Notifications, and Help. The main content area features a banner for 'REVA PLACEMENT REGISTRATION PROCESS' with a sub-section for 'ELIGIBLE DRIVES' (listing 'ABC XYZ' for Ericsson) and 'RECRUITMENT STAGE RESULTS'. A sidebar on the left contains links for Home, Courses, Academic Calendar, Notifications, and Help. A footer at the bottom right reads 'Copyright © 2024 REVA University. All Rights Reserved.'

Placement Module

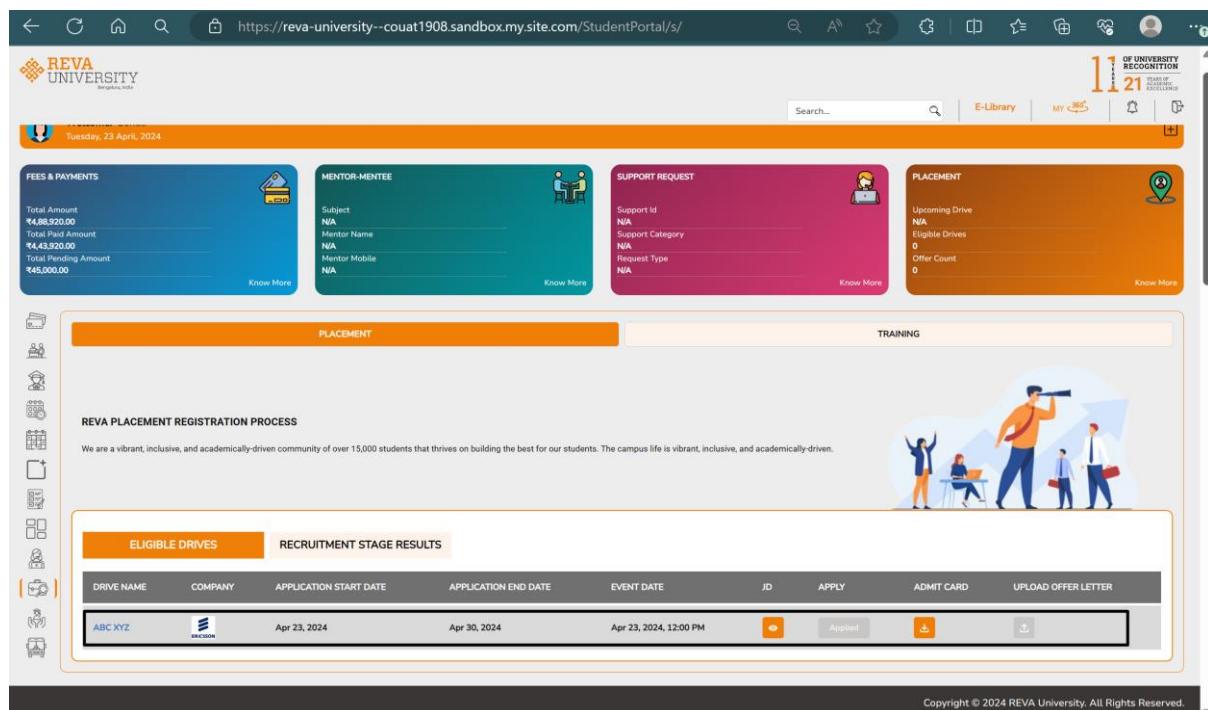
Once the student downloads the admit card, it will appear in the following manner.



Students will check the Recruitment Stages from the Student Portal

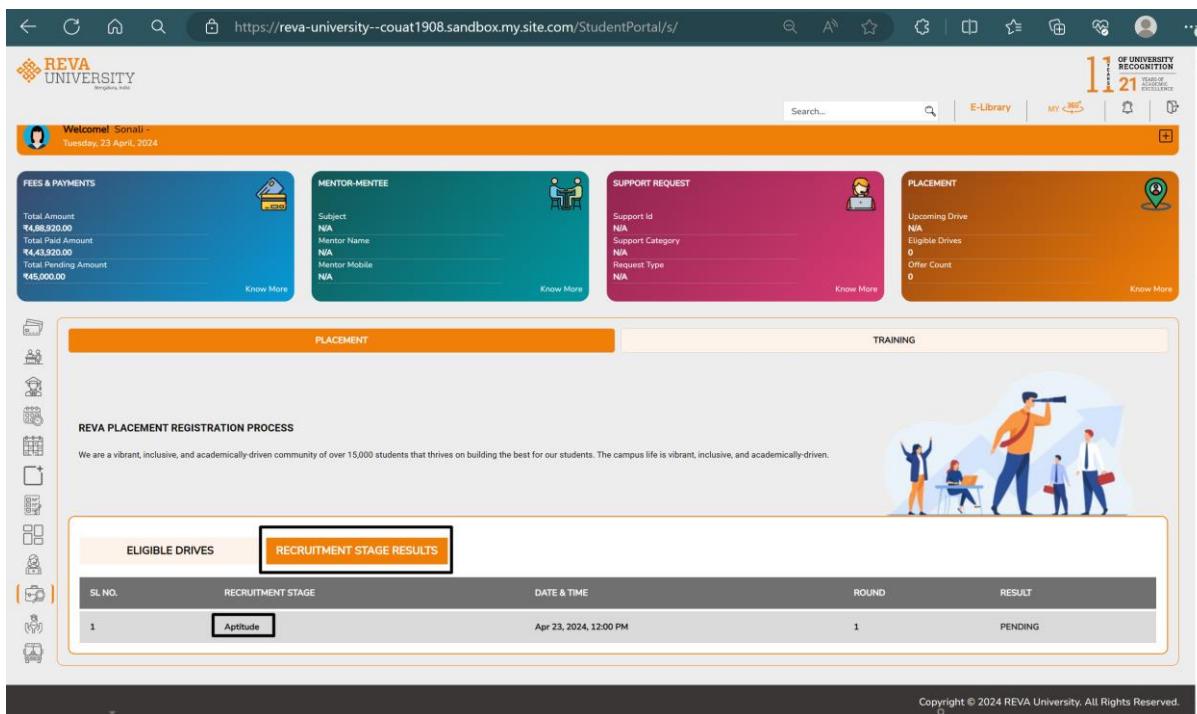
Step 1: In the student portal, students will find the specific drive they are interested in:

- Click on the Eye Icon, which will open the Job Description PDF file.
- Click on the name of the drive to access further details.



DRIVE NAME	COMPANY	APPLICATION START DATE	APPLICATION END DATE	EVENT DATE	JD	APPLY	ADMIT CARD	UPLOAD OFFER LETTER
ABC XYZ	Ericsson	Apr 23, 2024	Apr 30, 2024	Apr 23, 2024, 12:00 PM				

Step 2: It is redirected to the available Recruitment Stages, along with the specific Recruitment Stage details.



FEES & PAYMENTS

Total Amount: ₹4,80,000
Total Paid Amount: ₹4,43,820.00
Total Pending Amount: ₹46,000.00

MENTOR-MENTEE

Subject: N/A
Mentor Name: N/A
Mentor Mobile: N/A

SUPPORT REQUEST

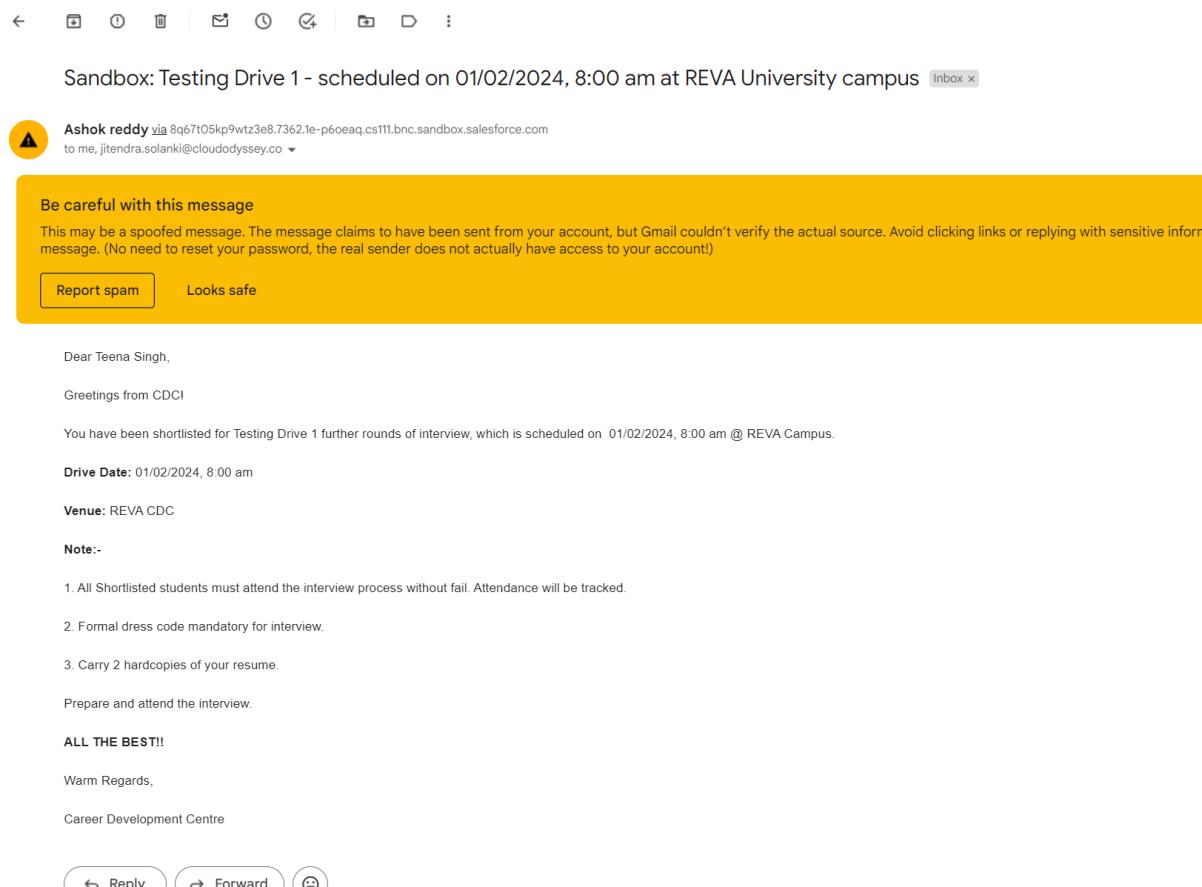
Support Id: N/A
Support Category: N/A
Request Type: N/A

PLACEMENT

Upcoming Drive: N/A
Eligible Drives: 0
Offer Count: 0

SL NO.	RECRUITMENT STAGE	DATE & TIME	ROUND	RESULT
1	Aptitude	Apr 23, 2024, 12:00 PM	1	PENDING

Step 3: Students who are shortlisted for any stage will receive an email notification.



Sandbox: Testing Drive 1 - scheduled on 01/02/2024, 8:00 am at REVA University campus

Ashok reddy via 8q67t05kp9wtz3e8.7362.1e-p6oeaq.cs111.bnc.sandbox.salesforce.com
to me, jitendra.solanki@cloudodyssey.co

Be careful with this message
This may be a spoofed message. The message claims to have been sent from your account, but Gmail couldn't verify the actual source. Avoid clicking links or replying with sensitive information. (No need to reset your password, the real sender does not actually have access to your account!)

Report spam **Looks safe**

Dear Teena Singh,

Greetings from CDCI

You have been shortlisted for Testing Drive 1 further rounds of interview, which is scheduled on 01/02/2024, 8:00 am @ REVA Campus.

Drive Date: 01/02/2024, 8:00 am

Venue: REVA CDC

Note:-

1. All Shortlisted students must attend the interview process without fail. Attendance will be tracked.
2. Formal dress code mandatory for interview.
3. Carry 2 hardcopies of your resume.

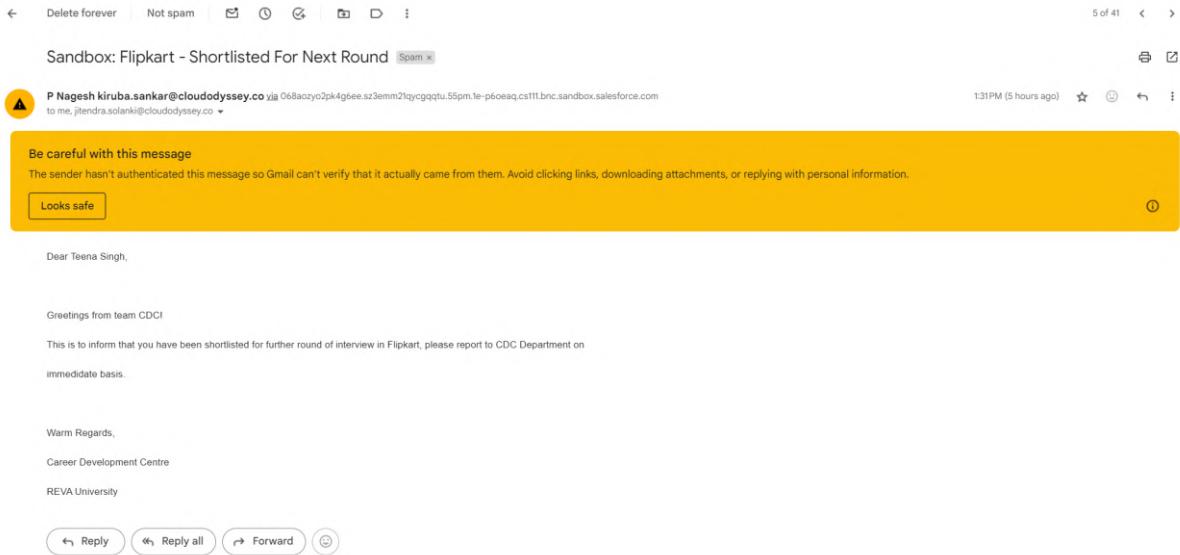
Prepare and attend the interview.

ALL THE BEST!!

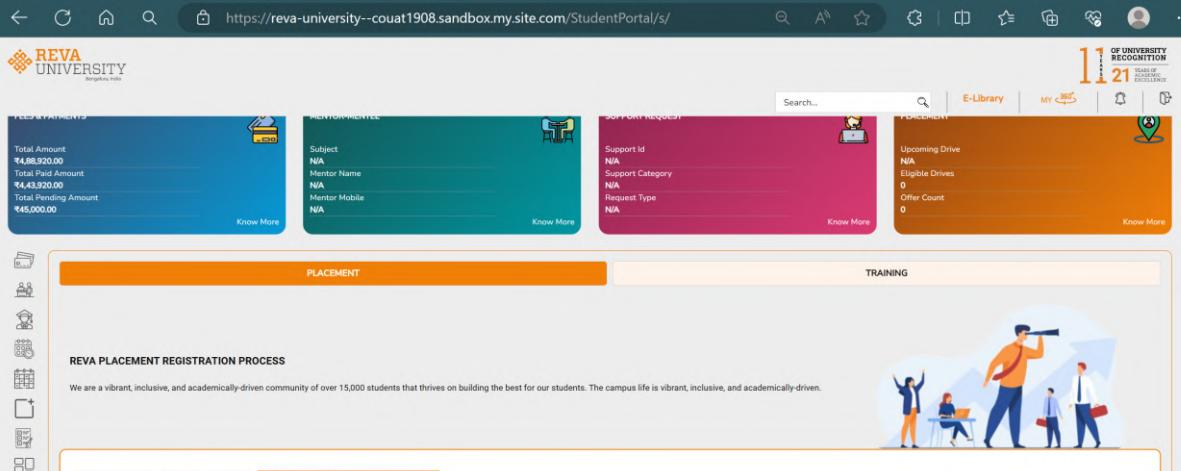
Warm Regards,

Career Development Centre

Reply **Forward** **Smile**

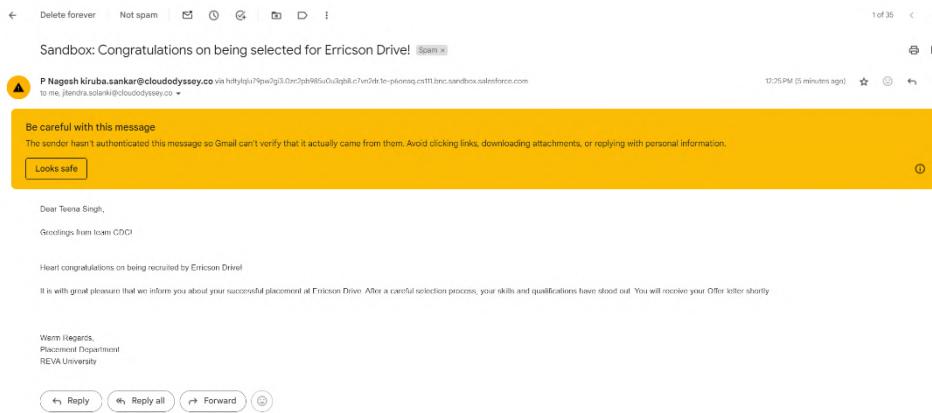


Step 4: Students can view their results in the student portal and acknowledge them.



The screenshot shows the REVA University Student Portal. At the top, there's a navigation bar with icons for back, forward, search, and user profile. The URL is https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s/. On the left, there's a sidebar with various icons representing different university services. The main content area has several sections: 'TEST & PRACTICE' (Total Amount: \$48,920.00, Total Paid Amount: \$44,592.00, Total Pending Amount: \$45,000.00), 'MICROINTERNS' (Subject: N/A, Mentor Name: N/A, Mentor Mobile: N/A), 'JOB PORTAL REQUESTS' (Support Id: N/A, Support Category: N/A, Request Type: N/A), and 'UPCOMING DRIVE' (Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0). Below these are tabs for 'PLACEMENT' (highlighted in orange) and 'TRAINING'. A section titled 'REVA PLACEMENT REGISTRATION PROCESS' describes the university as a vibrant, inclusive, and academically-driven community of over 15,000 students. To the right, there's an illustration of students at a desk with one looking through a telescope. At the bottom, a table shows 'ELIGIBLE DRIVES' and 'RECRUITMENT STAGE RESULTS' for three drives: Aptitude (Apr 23, 2024, 12:00 PM), Technical (Apr 23, 2024, 06:15 PM), and HR (Apr 23, 2024, 07:30 PM). The results are: Aptitude (Shortlisted), Technical (Shortlisted), and HR (Offered).

Step 5: An email notification regarding the interview results will be sent to the student.



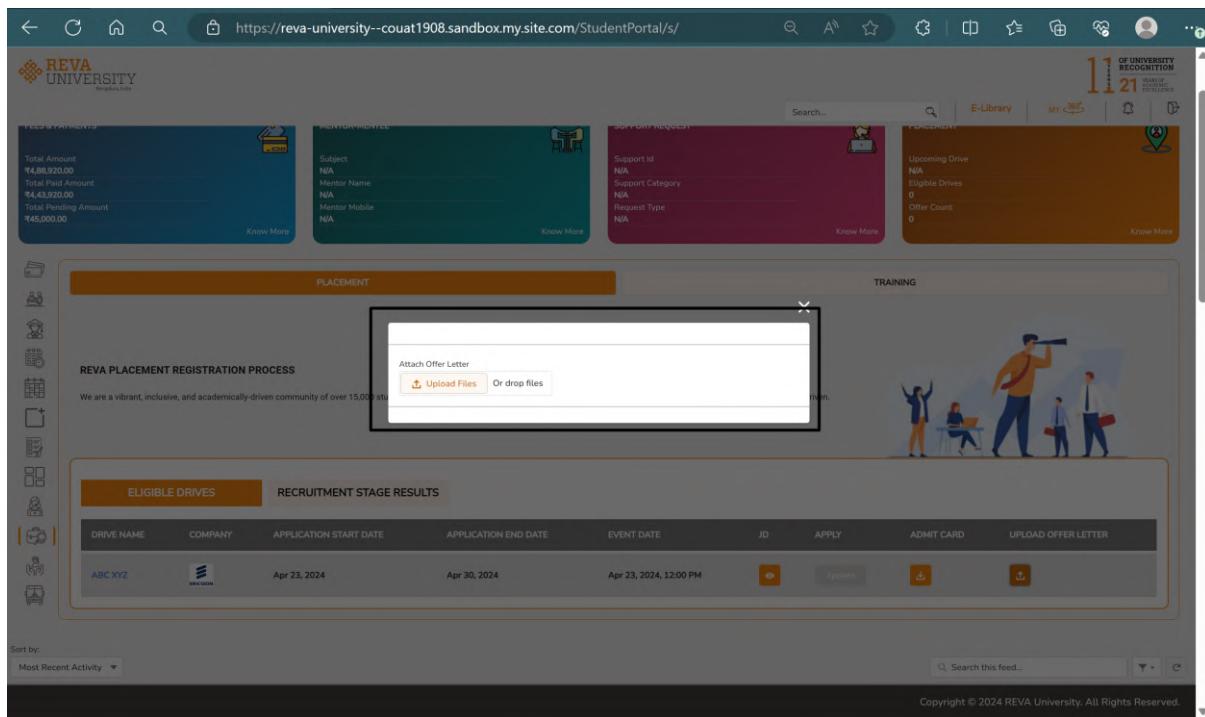
Step 6: After receiving an offer from the company, the student will receive an offer letter. The student must upload this offer letter in the student portal for the placement admin's records.

Go to the Student portal and look for Placement drive.

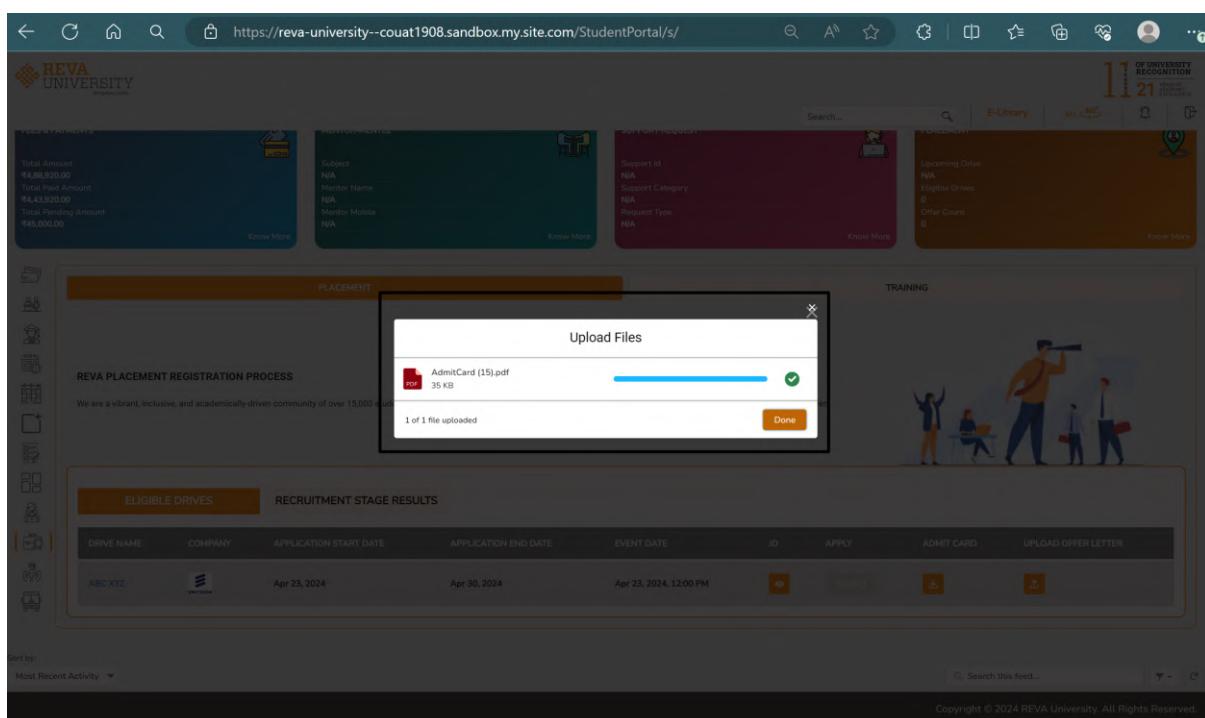
The screenshot shows the REVA University Student Portal at https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s/. The top navigation bar includes links for Home, Search, E-Library, My Profile, and Notifications. The main dashboard features four cards: 'FEE PAYMENT' (Total Amount: ₹4,88,920.00), 'MENTOR RICHES' (Subject: N/A, Mentor Name: N/A, Mentor Mobile: N/A), 'JOB PORT REQUEST' (Support Id: N/A, Support Category: N/A, Request Type: N/A), and 'UPCOMING DRIVE' (Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0). Below the dashboard is a section titled 'REVA PLACEMENT REGISTRATION PROCESS' with a sub-section 'ELIGIBLE DRIVES' showing a table for 'ABC XYZ' with columns: DRIVE NAME, COMPANY, APPLICATION START DATE, APPLICATION END DATE, EVENT DATE, JD, APPLY, ADMIT CARD, and UPLOAD OFFER LETTER. The 'UPLOAD OFFER LETTER' button is highlighted with a red border. The bottom of the page includes a 'Sort by:' dropdown set to 'Most Recent Activity', a search bar, and a copyright notice: 'Copyright © 2024 REVA University. All Rights Reserved.'

Once the student receives an offer, then the 'Upload Offer Letter' option is enabled.

Step 7: Click on the upload Icon and upload your Offer letter.



The screenshot shows the REVA University Student Portal interface. At the top, there are several cards: 'FILES & PAYMENTS' (Total Amount: ₹4,88,920.00), 'MENTORSHIP' (Subject: N/A, Mentor Name: N/A, Mentor Mobile: N/A), 'SUPPORT REQUEST' (Support Id: N/A, Support Category: N/A, Request Type: N/A), and 'UPCOMING DRIVE' (Upcoming Drive: N/A, Eligible Drives: 0, Offer Count: 0). Below these, the 'PLACEMENT' section is active, showing the 'REVA PLACEMENT REGISTRATION PROCESS'. It includes a table for 'ELIGIBLE DRIVES' with one entry: ABC XYZ (Company: Epsilon, Application Start Date: Apr 23, 2024, Application End Date: Apr 30, 2024, Event Date: Apr 23, 2024, 12:00 PM). There is also a 'RECRUITMENT STAGE RESULTS' section. A central modal window titled 'Attach Offer Letter' is open, with an 'Upload Files' button and a 'Or drop files' input field. The bottom right corner of the page has a copyright notice: 'Copyright © 2024 REVA University. All Rights Reserved.'



This screenshot shows the same Student Portal interface as the previous one, but with a modal window titled 'Upload Files' open. The progress bar indicates that a file named 'AdmitCard (15).pdf' (35 KB) is being uploaded, with a progress bar nearly at 100%. Below the progress bar, it says '1 of 1 file uploaded'. The 'Done' button is visible at the bottom right of the modal. The rest of the page content, including the placement registration process and recruitment stage results, remains the same as in the first screenshot.

https://reva-university--couat1908.sandbox.my.site.com/StudentPortal/s/

Uploaded Successfully
Offer Letter Uploaded Successfully

REVA UNIVERSITY

FEES PAYMENT

Total Amount ₹4,68,920.00
Total Paid Amount ₹4,68,920.00
Total Pending Amount ₹45,000.00

MENTOR DETAILS

Subject N/A
Mentor Name N/A
Mentor Mobile N/A

SUPPORT REQUEST

Support Id N/A
Support Category N/A
Request Type N/A

UPCOMING DRIVE

Upcoming Drive N/A
Eligible Drives 0
Offer Count 0

Search... E-Library MY REVA

PLACEMENT TRAINING

REVA PLACEMENT REGISTRATION PROCESS

We are a vibrant, inclusive, and academically-driven community of over 15,000 students that thrives on building the best for our students. The campus life is vibrant, inclusive, and academically-driven.

ELIGIBLE DRIVES RECRUITMENT STAGE RESULTS

DRIVE NAME	COMPANY	APPLICATION START DATE	APPLICATION END DATE	EVENT DATE	JD	APPLY	ADMIT CARD	UPLOAD OFFER LETTER
ABC XYZ		Apr 23, 2024	Apr 30, 2024	Apr 23, 2024, 12:00 PM				

Sort by: Most Recent Activity ▾

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