

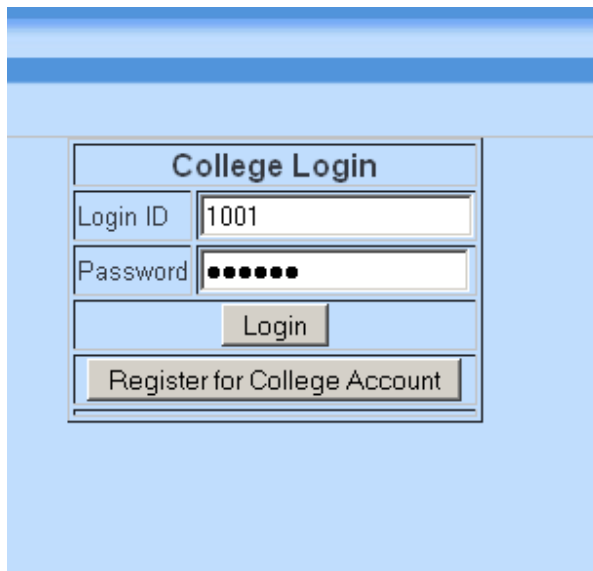
Procedure for Online Reporting of B Ed admissions

Step 1. Visit website <http://hbed2012.org> or <http://hbed2012.net>

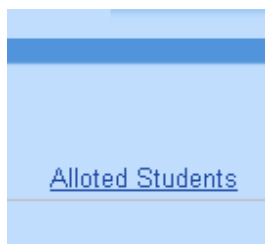
Step 2. Press the button “College Login”



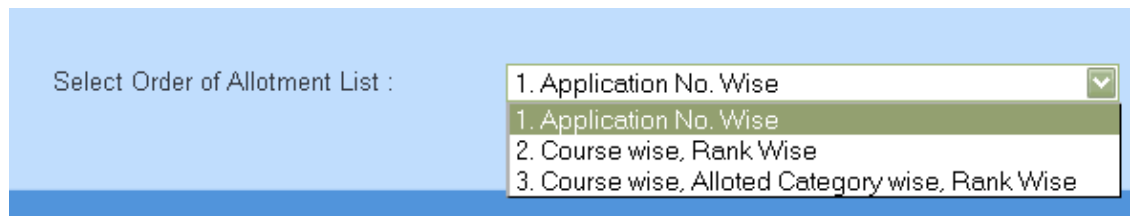
Step 3. Give your College Login ID and Password. Then press “Login” button. (If you do not have it you can contact 01744-238185)

A screenshot of a web form titled "College Login". It contains two input fields: "Login ID" with the value "1001" and "Password" with masked characters "*****". Below the fields are two buttons: "Login" and "Register for College Account".

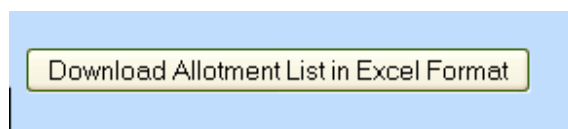
Step 4. Press the button “Alloted Students”



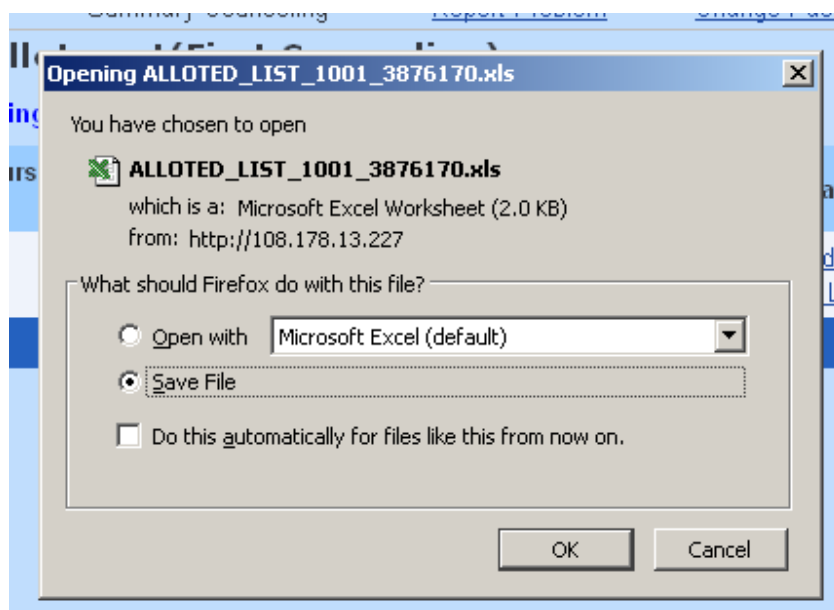
Step 5. Select the Order in which you want to download the Allotment List.



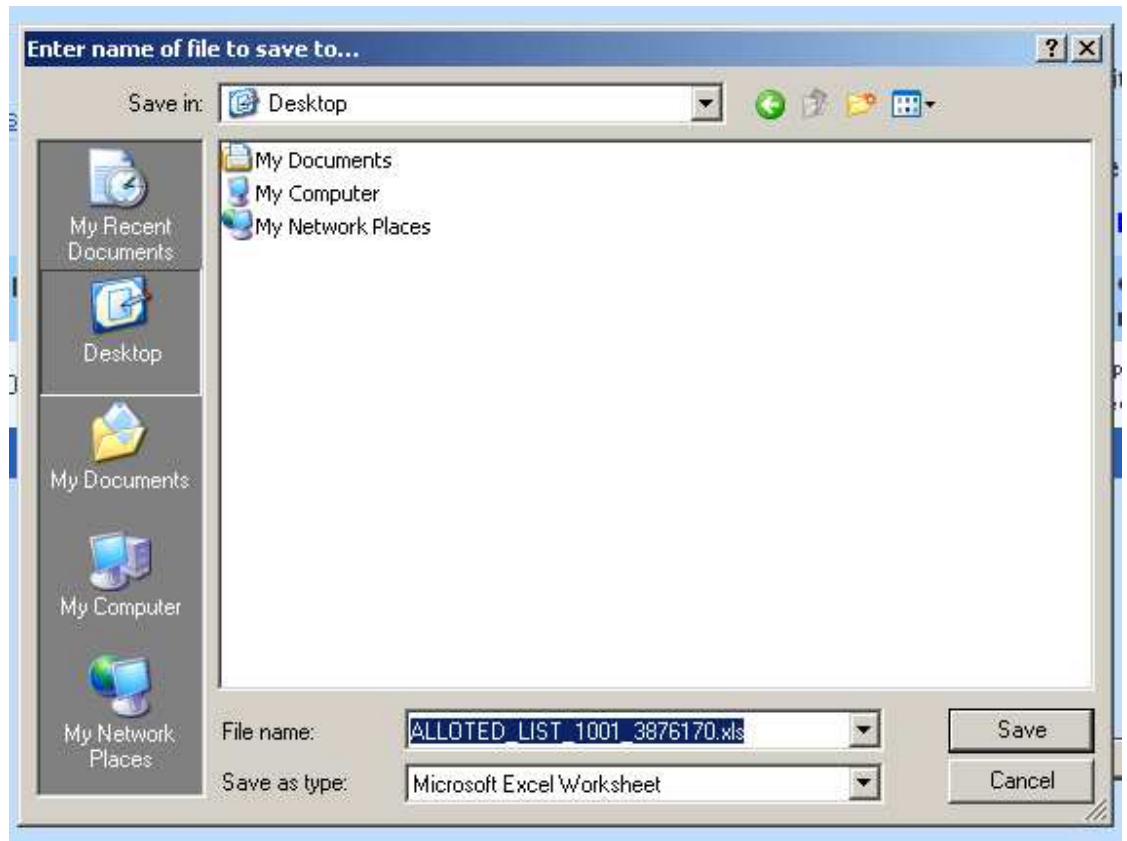
Step 6. Press the button.



Step 7. You can Save the List of Allotted candidates in excel format on your computer.



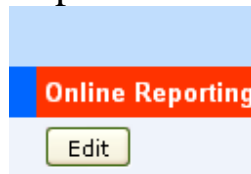
Step 8. Save this excel file on your Desktop



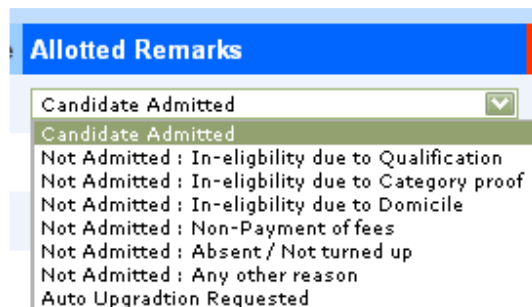
Step 9. Open it by Double clicking. This is the list of all the candidates admitted in your college. You can take a print and use it for admissions.

SrNo	RegistrationNo	RANK	CandidateName	FatherName	Category	Sex	DateofBirth	Course	AllotmentCategory	ContactNo	AllotedRemark
Kurukshetra University, Kurukshetra											
B.Ed - 2012											
1001 : Sohan Lal D.A.V. College of Education, Ambala City (Aided)											
List of Seats Allotment(First Counseling)											
1	600001		GANESHJI	SHIVJI		Female	01-01-60	Science / Maths	AI	09782753076 / 0141-9568742	Auto Upgradation Required

Step 10. After you have checked all documents of first candidate and found everything OK, then you have to Online Report about him. Press the button “Edit”.



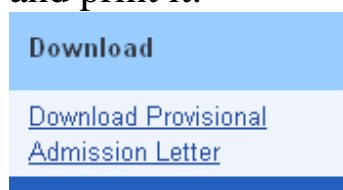
Step 11. In drop down list you will see the variety of options which you can report about a candidate. Select the option applicable to this particular candidate.



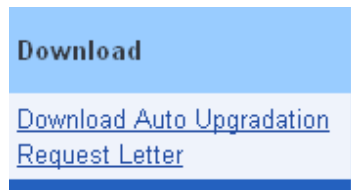
Step 12. Then press “Update” to finally update your selection. You can also change the option by pressing “Cancel” button and repeating the same procedure.



Step 13. If you have chosen option “Candidate Alloted”, press button “Download Provisional Admission letter”. Save and print it.



Step 14.If you have chosen option “Auto Upgradation requested”, press button “Download Auto Upgradation Request Letter”. Save and print it



Step 15.In case of admission is refused, nothing has to be downloaded.

Step 16.The same procedure has to be repeated for rest of the candidates.

Step 17.Finally LOGOUT.