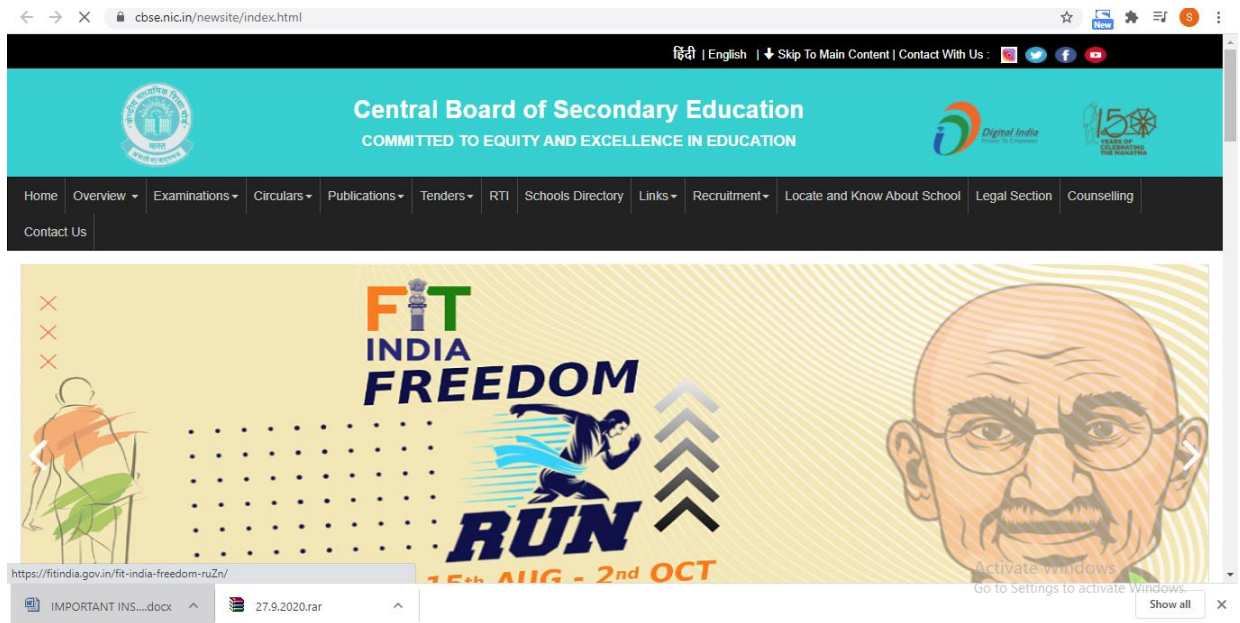


IMPORTANT INSTRUCTIONS FOR INDIVIDUAL PARTICIPANTS ON ONLINE TRAINING SESSIONS CONDUCTED BY CBSE CENTRE OF EXCELLENCE'S

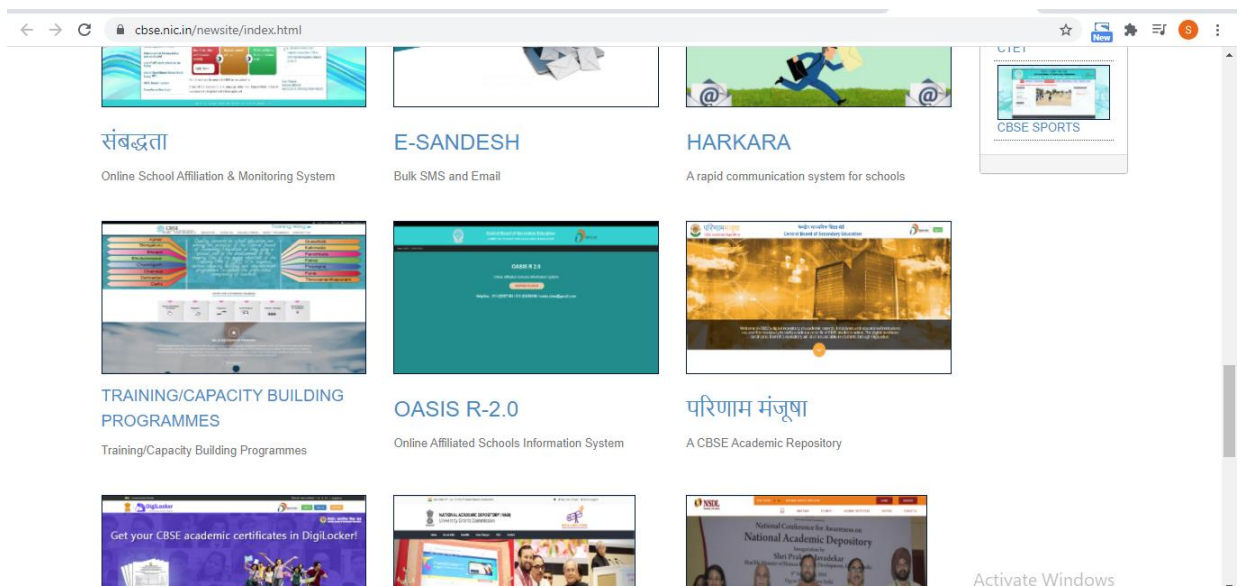
1. All CoEs across the nation are hosting their online training programmes through CBSE training portal. Any participant can register for such online training sessions, **through his/her school authorities only (using school credentials, same as LOC credentials) or as an individual participant**, for any programme (from any CoEs) listed on CBSE training portal. No other mode of registration shall be entertained.
2. Individual participants can register themselves on the training portal by filling the form. User id and password filled during registration shall be used for generating E-certificate on CBSE portal subsequently.
3. After successful registration of participants on CBSE training portal, respective CoEs will host online training session and Invitation link shall be sent to the participants on their email ids.
4. After successful conduct of online training session, E-certificate can be downloaded by the participant from CBSE training portal, after following the due procedure as explained hereinafter.

PLEASE FOLLOW THE FOLLOWING STEPS FOR REGISTRATION:-

1. Search for www.cbse.nic.in website. Click for **CBSE WEBSITE.**



2. Scroll down and click on **TRAINING CAPACITY BUILDING PROGRAMMES.**



3. Click on **CLICK HERE TO REGISTER FOR FREE ONLINE SESSIONS.**

cbseit.in/cbse/training/default.aspx

011-23214737, 23216963 | dirtraining.cbse@gmail.com

CBSE
Central Board of Secondary Education

Training Wing

HOME USER MANUALS LOGIN AS ONLINE FORMS ABOUT TRAININGS CONTACT US

Click here to Register for 30-30 STEM by IIT Gandhinagar for Teachers other than CBSE Board

Ajmer
Bengaluru
Bhopal
Bhubaneswar
Chandigarh
Chennai
Dehradun
Delhi East

Quality concerns in school education are among the priorities of the Central Board of Secondary Education, as they play a pivotal role in the development of the country. One of the major objectives of the Training Unit of CBSE is to organize various capacity building and empowerment programmes to update the professional competency of teachers.

Guwahati
Kakinada
Panchkula
Patna
Prayagraj
Pune
Thiruvananthapuram
Delhi West
NOIDA

CLICK HERE TO REGISTER FOR ONLINE SESSIONS

@ CBSE Academic IT Unit. All Rights Reserved.

4. Click to **REGISTER** button, the programme of your choice (from all CoEs).

cbseit.in/cbse/training/default.aspx

011-23214737, 23216963 | dirtraining.cbse@gmail.com

CBSE
Central Board of Secondary Education

Training Wing

HOME USER MANUALS LOGIN AS ONLINE FORMS CONTACT US

Registration open for Online Sessions

Click here to register for 30-30 STEM By IIT Gandhinagar

S.NO.	TRAINING DATE & TIME	REGISTRATION END DATE & TIME	TOPIC	RESOURCE PERSON	HOST CENTRE OF EXCELLENCE	FEE	Register
1	31/10/2020: 16:00-17:00	31/10/2020: 10:00	Ethics - My circle of concern, influence and control	Vandana Pande	Dehradun	Rs. 100/-	Register
2	31/10/2020: 16:00-17:00	30/10/2020: 12:00	Power of Mind	MS SHIKHA SINGH	Noida	Rs. 100/-	Register
3	31/10/2020: 16:00-17:00	30/10/2020: 16:00	Happy Teachers Creating Happy Spaces	Ms. Rashmi Priya	Patna	Rs. 100/-	Register
4	31/10/2020: 15:30-16:30	30/10/2020: 16:00	Stress management	Dr Sangeet Sharma	Bhubaneswar	Rs. 100/-	Register
5	31/10/2020: 15:00-16:00	29/10/2020: 15:00	Application of life skills in day to day life	Smt. Lizarani Das	Bhopal	Rs. 100/-	Register
6	31/10/2020: 14:00-15:00	31/10/2020: 10:00	Empowering your team	Subodh Kumar Singh	Dehradun	Rs. 100/-	Register
7	31/10/2020: 14:00-	30/10/2020: 16:00	Enhancing Life Skills - Effective	Jhijuk Dutta Ray	Bhubaneswar	Rs. 100/-	Register

@ CBSE Academic IT Unit. All Rights Reserved.

5. Click on **LOGIN FOR EXISTING INDIVIDUAL PARTICIPANT** OR **NEW REGISTRATION FOR INDIVIDUAL PARTICIPANT**

cbseit.in/cbse/training/onlineprog.aspx

011-23214737, 23216963 | dirtraining.cbse@gmail.com

CBSE
Central Board of Secondary Education

Training Wing

HOME USER MANUALS LOGIN AS ONLINE FORMS CONTACT US

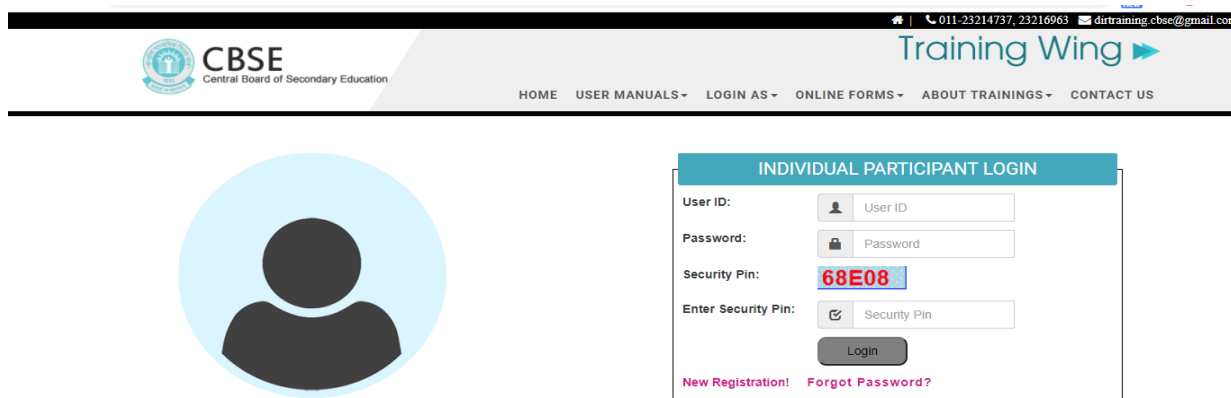
Registration open for Online Sessions

Click here to register for 30-30 STEM By IIT Gandhinagar

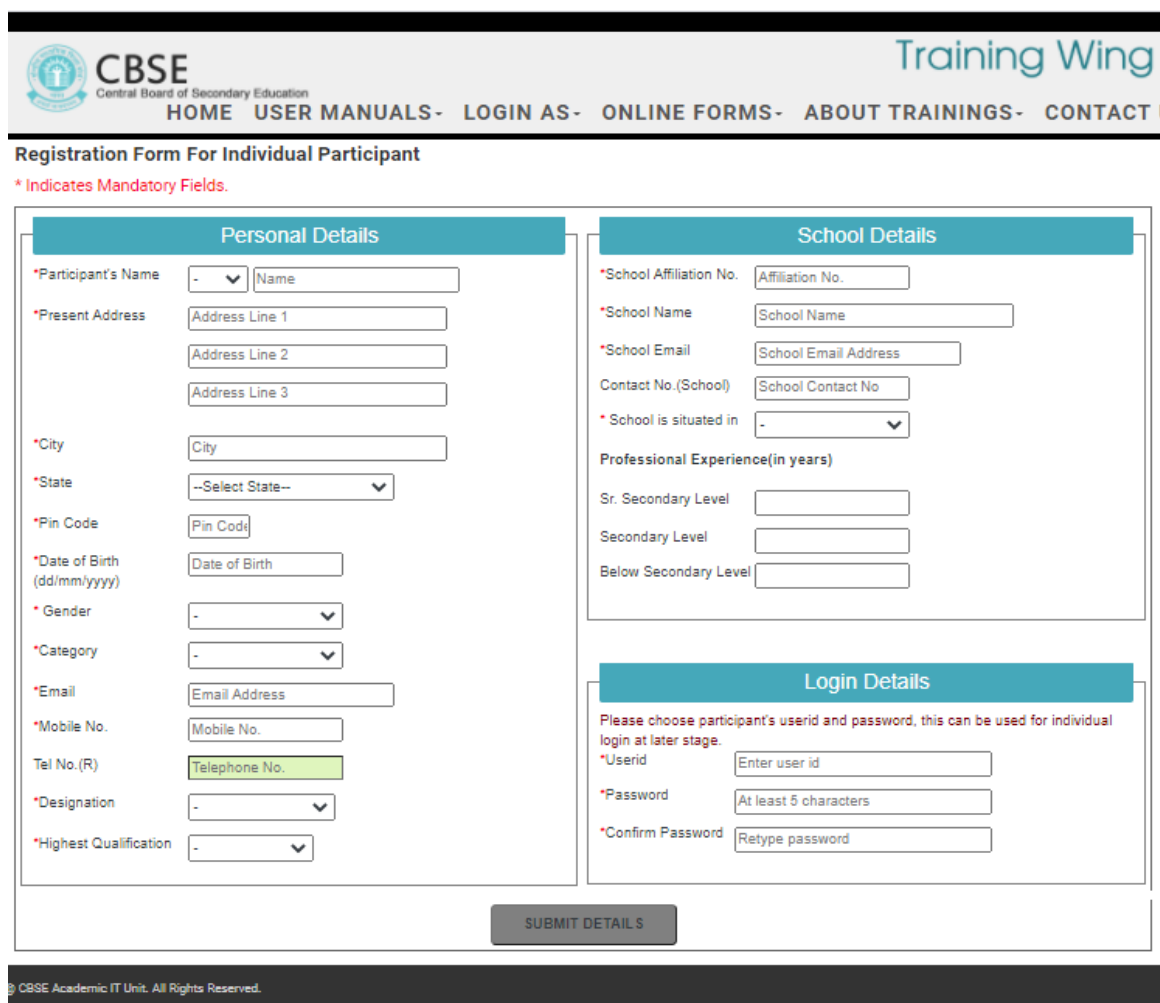
S.NO.	TRAINING DATE & TIME	REGISTRATION END DATE & TIME	TOPIC	RESOURCE PERSON	HOST CENTRE OF EXCELLENCE	FEE	Register
1	31/10/2020: 16:00-17:00	31/10/2020: 10:00	Ethics - My circle of concern, influence and control	Vandana Pande	Dehradun	Rs. 100/-	Register
2	31/10/2020: 16:00-17:00	30/10/2020: 12:00	Power of Mind	MS SHIKHA SINGH	Noida	Rs. 100/-	Register
3	31/10/2020: 16:00-17:00	30/10/2020: 16:00	Happy Teachers Creating Happy Spaces	Ms. Rashmi Priya	Patna	Rs. 100/-	Register
4	31/10/2020: 15:30-16:30	30/10/2020: 16:00	Stress management	Dr Sangeet Sharma	Bhubaneswar	Rs. 100/-	Register
5	31/10/2020: 15:00-16:00	29/10/2020: 15:00	Application of life skills in day to day life	Smt. Lizarani Das	Bhopal	Rs. 100/-	Register
6	31/10/2020: 14:00-15:00	31/10/2020: 10:00	Empowering your team	Subodh Kumar Singh	Dehradun	Rs. 100/-	Register
7	31/10/2020: 14:00-	30/10/2020: 16:00	Enhancing Life Skills - Effective	Jhijuk Dutta Ray	Bhubaneswar	Rs. 100/-	Register

[Login for School Affiliated with CBSE\(Multiple Participants\)](#)
[New Registration for Individual Participants](#)
[Login for Existing Individual Participants](#)
[Go Back](#)

6. In case of an existing user, enter your User-id and Password and click on the “Login for Individual Participant” on the screen shown above.



7. If user click on **New Registration for Individual Participant** then new user can register by filling up the form:



After filling up the relevant information click on “Submit Details” button.

8. A confirmation and payment option will be asked on the next screen:

Profile Created Successfully!

Final Confirmation

Programme Title	new account tsting
Centre of Excellence	Delhi PS-1-2, Institutional Area, I.P.Extn. Patparganj, Delhi A & N ISLAND 110092
Venue	Online Session,
Training Start date and Time	15/10/2020 16:00
Ending on	15/10/2020 20:00
Fee (INR) per participant per session	Rs.2/-

Registering Participant(s)

S.No.	Participant Name	Designation	Contact No(s)	Email	School	Fee Amount (INR)
1	Test	Principal	4242342342	reinu_a@gmail.com	IND	2
Total Fee=						2

[Proceed to make payment](#)

Activate Windows
Go to Settings to activate Windows

© CBSE Academic IT Unit. All Rights Reserved.

Click on “Proceed to make Payment” button.

9. Individual participant can make online payment as given in the screen below. Click on the “**Click Here to Proceed for Online Payment**” button;

Online Payment for Registered Programme

Programme details

Programme Title	new account tsting
Centre of Excellence	Delhi PS-1-2, Institutional Area, I.P.Extn. Patparganj, Delhi A & N ISLAND 110092
Venue	Online Session,
Training Start date and Time	15/10/2020 16:00
Ending on	15/10/2020 20:00
Fee (INR) per participant per session	Rs. 2/-

Participant(s)

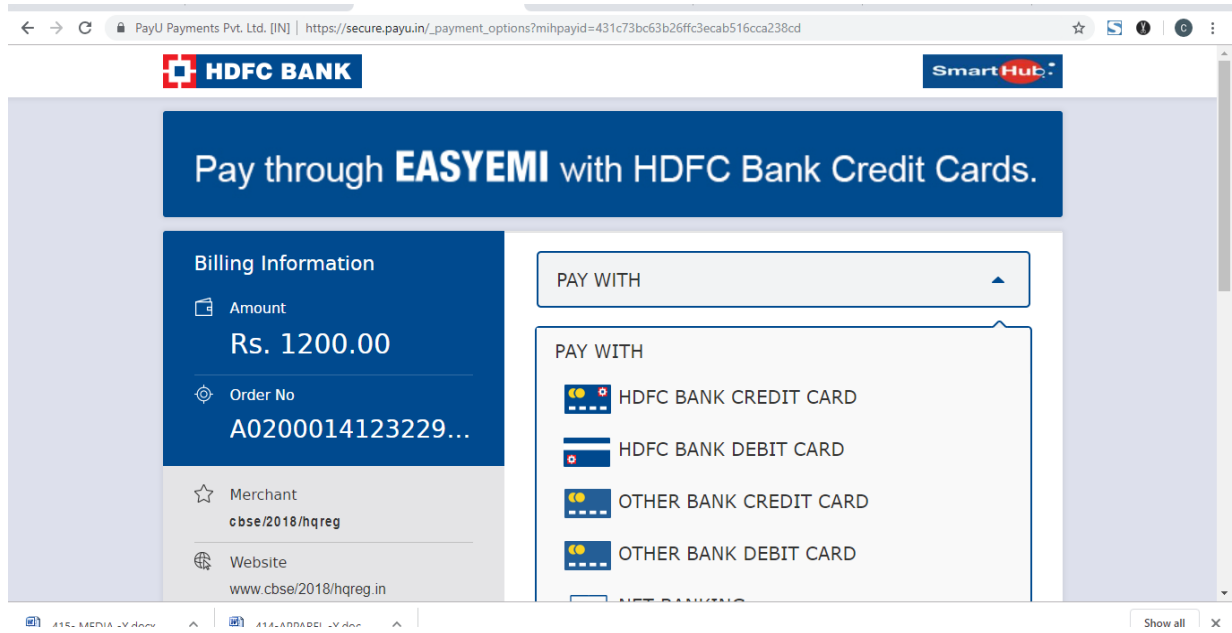
S.No.	Ref.Id	Participant Name	Designation	Contact No(s)	Email	Status	School Code	Fee (INR)
1	F10080002116	Test	Principal	4242342342	reinu_a@gmail.com	N	IND	2
Total Fees=								Rs. 2/-

[Click Here to Proceed for Online Payment](#)

Activate Windows
Go to Settings to activate Windows

© CBSE Academic IT Unit. All Rights Reserved.

10. It takes you to the online Payment Gateway. User can do online payment using options Credit Card, Debit Card, Debit Card + ATM PIN and Internet Banking.



11. After Successful online payment user will be returned back to the training portal. If online transaction is successful then **Online Payment successful** message will appear in Fee Status with transaction id. If online transaction is failed then **transaction failed** message will appear in fee Status with transaction id. User can go to 'Make Payment' option to complete the payment formalities after login in the portal.



Payment Details								
Transaction Status:								
Transaction No.:	F1506031364112831950							
Participant Name	RAM SHANTI VIDYA MANDIR PANDHURNA CHHINDWARA MP							
Fee Amount (INR)	200.00							
Fee Status	Updation failed\$2							
Go to My Account menu after login and get Receipt for Online Payment								
Programme details								
Programme Title	Self Auditing							
Centre of Excellence	Bhopal Rohit Nagar, Phase-II, Ward No.53, BawadiaKalan Bhopal MADHYA PRADESH 462039							
Venue	Online Session,							
Training Start date and Time	17/09/2020 11:00							
Ending on	17/09/2020 12:00							
Fee (INR) per participant per session	Rs.100/-							
List of Participant(s)								
S.No.	Ref.Id	Participant Name	Designation	Contact No(s)	Email	Status	School Code	Fee (INR)
1	F1506031364112831950	Rohit	TGT	8149699184	rohit.dhawan17@gmail.com	Success	50757	100

12. Participants can download receipt generated for online transaction after clicking “Receipt for Online Payment “sub menu under “My Account” Menu.

Online Payment Registration Slip : Select training programme

Select Registered Training Schedule: 11/07/2019-12/07/2019:Stress Management PRP- Two Days,Ho No 546 Sec 19,GFDSFAG

Select Reference Id: C0901048

[Click here to download Receipt](#)

Receipt for Online Payment

(Applicant Copy)		(CBSE Copy)	
RECEIPT		RECEIPT	
CBSE Capacity Building Programme		CBSE Capacity Building Programme	
Reference No.:	C0901048	Reference No.:	C0901048
Centre of Excellence:	Delhi	Centre of Excellence:	Delhi
Applicant Name:	KENDRIYA VIDYALAYA	Applicant Name:	KENDRIYA VIDYALAYA
Programme Name:	Stress Management PRP- Two Days	Programme Name:	Stress Management PRP- Two Days
Contact No.:	9992641080	Contact No.:	9992641080
Fee per Participant per day:	Rs. 1500/- Only	Fee per Participant per day:	Rs. 1500/- Only
No of Participants:	4	No of Participants:	4
Amount Paid:	Rs.12000/- Only	Amount Paid:	Rs.12000/- Only
Transaction Id	ASDFREEWFDSARE	Transaction Id	ASDFREEWFDSARE

- ❖ **Link** to attend workshop will be sent at participant email id by the **respective CoE**. In **non-receiving of link of workshop contact concerned CoE**. Contact details of all CoE's are given at contact us page.
- ❖ **During the online session, CoE will post Attendance Link in the Chat Box**. Participants must be attentive during the session and fill the same in order to get their attendance marked. This attendance link shall be deactivated as soon as online session is over.
- ❖ **After analyzing attendance of participants, the attendance shall be marked on CBSE portal by respective CoE** so that feedback link is activated for participants on CBSE training portal.
- ❖ **Participants can now submit their feedback about the session on CBSE training portal, using the same Login ID and password credential** created by the individual participant on CBSE training portal.
- ❖ **Subsequently, E-certificate shall be generated on CBSE Training portal** and after login participant can download the same for records and reference.
- ❖ In case of any issue pertaining to online training session in which you have registered, please contact to concerned CoE for quicker resolution of your queries.
- **Always logout after you are done with online software.**
- For any queries please send an email at **trainingportal.itunit@gmail.com**.