CONNECT Portal Guide

CEPT UNIVERSITY

Username / Email

Password

Login

Call for Studio | New Tutor Registration

© 2020 CEPT university   Forgot Password

If you face any issues, Please write to connect.help@cept.ac.in

To login - enter your Connect user Email ID

To register click on New Tutor Registration

Forgot password?

For help...

Type	Who can apply	How to apply	Steps involved
New Proposals	Anyone with 5 years of relevant exp.	Register on Connect.cept.ac.in	1.Submit personal details 2. Submit program and level 3. Submit new proposal
	Shortlisted tutors	Login	4.Submit studio brief
Existing Proposals	Tutors of CAC approved studios	Login	1.Update personal details 2.Submit program and level 3.Retrieve/add/edit and submit studio brief

Register

Tutors Registration/Sign Up

Note: Existing tutors are not required to register again, Please login using your connect credentails.

First Name

👤 First Name

Last Name

👤 Last Name

E-Mail

✉ E-Mail Address

Password

👤 Password

(Password should be 8 characters in length.)

Confirm Password

👤 Confirm Password

Mobile No.

📞 10 Digit number

Send OTP **2**

OTP

📞 Received OTP

REGISTER ➤ **4**

*Check your inbox / Spam for the confirmation email.

> User exists with this email ID. Log-in using this account.
>
> **1**
>
> OK

If you are an existing user

Confirmation email will be sent to this Address

OTP will be sent on this mobile number

> OTP Sent Successfully. Please Enter OTP and Click Register.
>
> **3**
>
> OK

Enter OTP to register

> Registered successfully. You would receive a confirmation email to Validate and Sign-in on Connect.
>
> OK

Confirmation mail

Welcome to CEPT University! Inbox ×

🖨 ⬈

CEPT University <donotreply@cept.ac.in>   11:28 AM (4 minutes ago)   ★   ↩   ⋮

to me ▾

Dear Test,

Welcome! Your account has been created. By clicking on the following button, please verify your account and complete your details.

Validate Email **5**

Click to validate email

THANK YOU!

✅ **6**

Welcome to CEPT University! Email Verification Successful.

Goto LOG IN

Successful email verification

Step 1

CEPT UNIVERSITY

Home / Studio Proposal Dashboard / Studio Proposal Dashboard

Call for Studio Tutor

View Submitted Proposal

New Proposal: If you are proposing a new studio, click here to submt your proposal.

Existing Studio Brief: If you are proposing an existing CAC approved studio unit from the previous semesters, click here to retrieve/add/edit and submit the brief with no change/ minor change (changing site location or order of exercises.

Step 1: Personal Details	**Step 2:** Level/Program	**Step 3:** Studio Proposal Details

(4) — Click on personal details

Studio Proposal Details   **My Proposal**

Studio Unit Framework:

(1) — Refer the Studio teaching framework

Materials on Teaching and Learning in Studio Units at CEPT University: Please go through the references before making the proposal.

1. Pedagogic Philosophy	Download
2. Program Structure	Download
3. Teaching Framework for Studio units	Download
4. Studio Units Framework & Preparation	Download
5. Handbook for Unit Tutors	Download
6. Mode of Teaching	Download

(2)

Templates to prepare Studio Proposal:

— Download the template

1. Level 2 studio proposal presentation template	Download
2. Level 3 studio proposal presentation template	Download
3. Level 4 studio proposal presentation template	Download
4. Sample studio proposal	Download

(3) — Refer sample studio proposal

Help

References to prepare mp4 video from Presentation slide:

1. How to make mp4 video from power-point presentation   View

2. How to make a narrated PowerPoint video   View

Profile Photo

[Upload Photo]

— *Fill Mandatory tabs

Edit Personal Details

VF Code*	I3	Title*	Ms.
First Name*	Test	Last Name*	Test

Upload CV * (File size should not exceed 2 MB - PDF File Only)

[Upload CV] I3_TEST Course.pdf

Upload Portfolio * (File size should not exce...

[Upload Portfolio] I3_TEST Course.pdf

(5) — Personal Details Submitted Successfully. ✕   [OK]

— Save and submit

[Save] [Submit] [Step 2 >>]   **(6)** — Click on Step2

Step 2-3

Level/Program

(1) Select the Program for which you have proposed the studio *   Bachelor's in Architecture ▼

(2) Select the Level *   L2 ▼   Faculty *   Architecture ▼

(3) Title of Studio *   Test

(4) No of Tutor *   Single ▼   Mode of Teaching *   Blended ▼ **(6)**

(5) Semester *   Monsoon ▼   Year *   2021 ▼ **(7)**

<< Previous   🖫 Save   Step 3 >>   Save + Click on Step3

(1) -- Please Select Programs -- ▼

🔍

-- Please Select Programs --
Master's in Landscape Architecture
Master's in Architectural Design
Master's in Furniture Design
Master's in Interior Design
Master's in Building Products and Systems

(2) Please Select Level -- ✓

-- Please Select Level --
L2
L3
L4

(4) Please Select Tutor -- ✓

-- Please Select Tutor --
Single
Dual

For more info refer Mode of Teaching pdf on Studio proposal details page ✕

(6) Blended ✓

-- Please Select Mode --
Full On-Campus
Blended

OK

Studio Proposal Upload

(8)

1. Submit your Studio Proposal :   Browse...   No file selected.

The Proposal should be a 7-10 minutes video (.mp4) of the studio proposal presentation.

Studio Proposal Uploaded Successfully.

(9)

OK

Proposal Submitted Successfully

(10)

OK   < Previous   Submitted

My Proposal

← **Studio Proposal Acknowledgement**

CU CEPT University <donotreply@cept.ac.in>
Mon 3/15/2021 8:26 PM
To: You

Dear ,

Thank you for submitting the studio proposal with CEPT University.

Click on My proposal

Studio Proposal Details | **My Proposal** ①

My Proposal

Studio Level	Title of Studio	Semester	Year	Edit	Brief Edit	Delete
Level 2	Test	Monsoon	2021	Submitted		
Level 2	Test proposal	Monsoon	2021	Submitted		

Home / Studio Proposal Details / Studio Proposal Dashboard

View submitted proposals

Call for Studio Tutor   ② **View Submitted Proposal**

Filter Criteria

Semester : Monsoon ▼   Year : 2021 ▼   Faculty : -- Please Select Department -- ▼

Program Level : -- Please Select Prog-Level -- ▼   Level : -- Please Select Level -- ▼   Retrieve

Submitted Studio

CSV Print   Search: [   ]

Title of Studio	Faculty	Program	Level	Download	Edit Proposal	Approval Status	Edit Brief	Studio Brief
Test	Architecture	Bachelor's in Architecture	L2	Download	Submitted	Pending	③	Yet To Submit

Shortlisted studio tutors will submit the brief