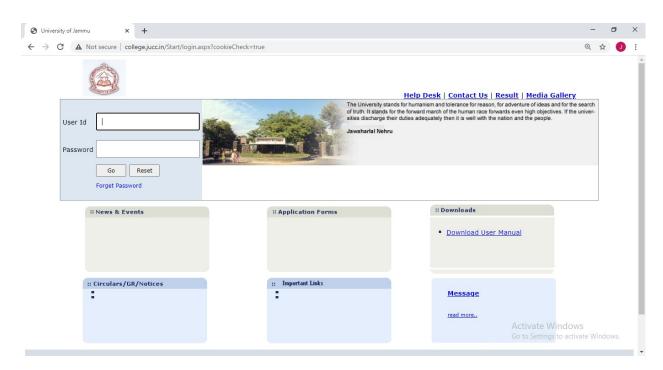# Steps for adding Paper Code
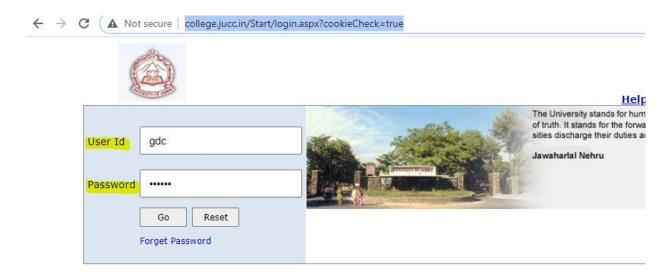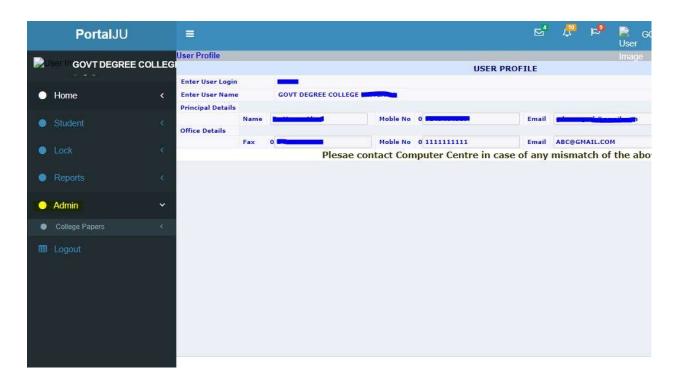
1. Go to **jucc.in**
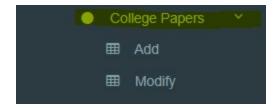

2. Enter **User ID** and **Password**, then click **Go**
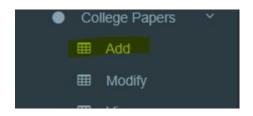
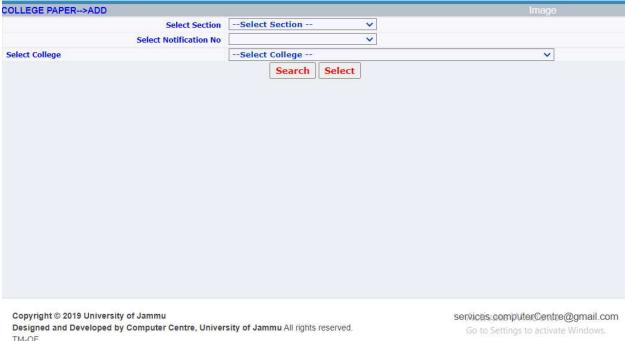3. Go to **Admin**

4. Click **College Papers**
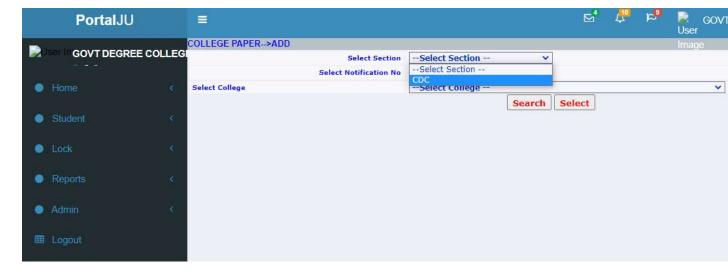

5. Click **Add**

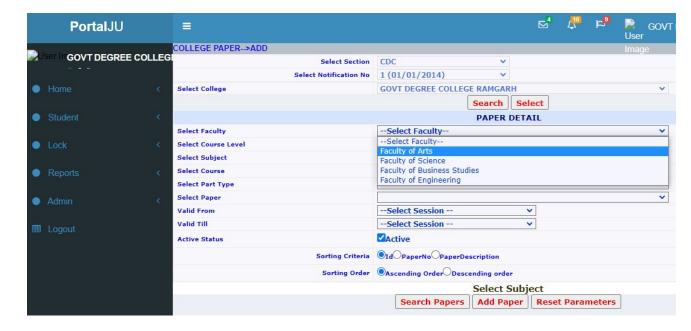**6.** When you click **Add,** below mentioned page will open

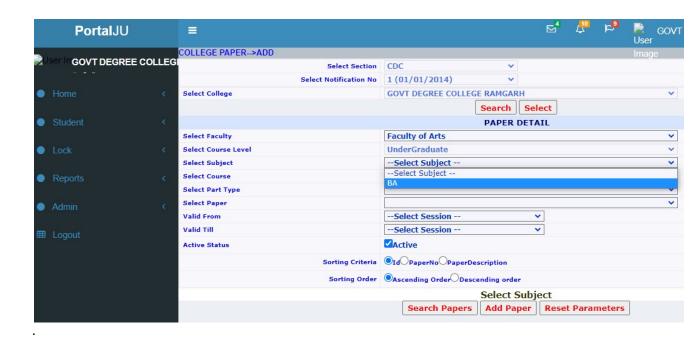**7.** Click **Select Section,** dropdown will appear and then Select **CDC**

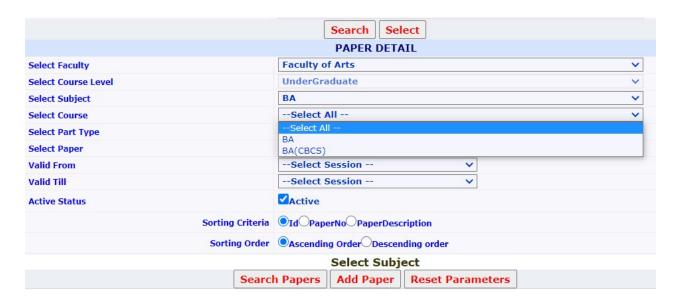8. Click **Select Notification No** and select **1(01/01/2014)**

9. **Select College** and click **Search**

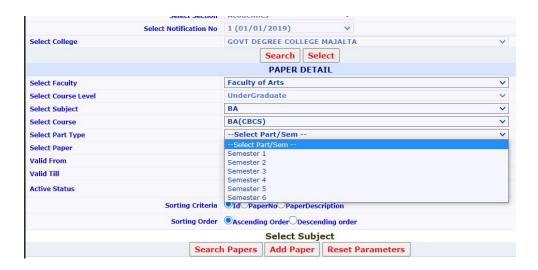10. Click **Select Faculty** and choose the Faculty

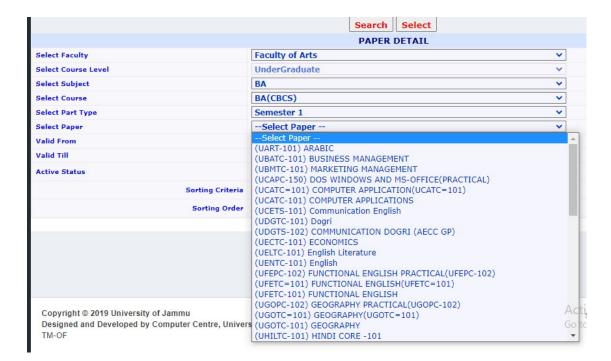11. Click **Select Subject**

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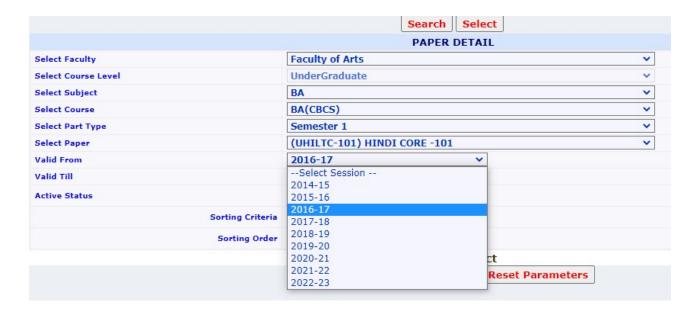12. Click **Select Course**
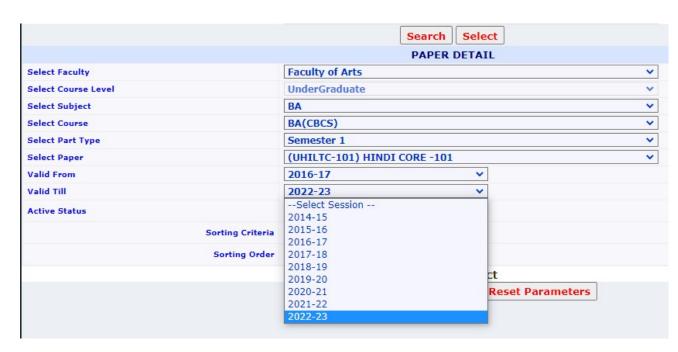
13. Click **Select Part type** and choose Semester no.
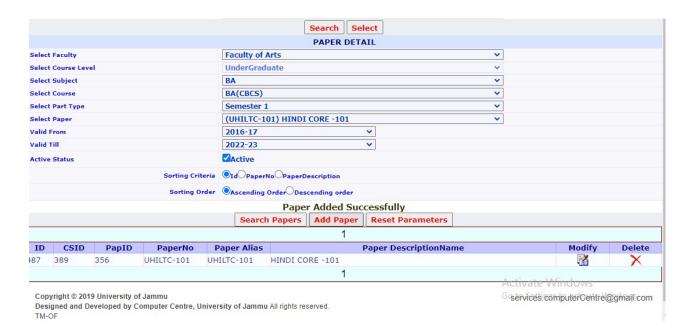

14. Click **Select Paper** and choose paper.

15. Click **Valid From**, select **2014-15**

16. Click **Valid Till** and select **2022-23**

17. Click **Add Paper,** once paper is added, you will get the message Paper Added Successfully.

18. To add more papers in same Faculty & Semester, follow the steps from point 14-17

Note:

1. Please note once the paper is added in the portal will not be modified or deleted.