About CPCT (Computer Proficiency Certification Test) Score Card

Government of MP, by its order C 3 – 15/ 2014/1/3 dated 26 February 2015 has recognized Computer Proficiency & Certification Test (CPCT) for all such positions in various Government departments where working knowledge of computers and typing skill are basic requirements. Aspirants of such government Jobs should appear in CPCT to get the score card.

The CPCT Score Card will provide the details of the skills in which the candidate has Qualified or Not-Qualified. To understand the CPCT Score Card, the following point has to be taken into account.

Since the CPCT qualifies the candidates in 3 proficiencies

- Computers Proficiency
- English Typing
- Hindi Typing

All the above proficiencies are very different in nature and can also differ as per the requirements of the department. To simplify the same each of the Proficiency is marked separately and the scores for each of them are displayed individually.

Please read the snapshot with the reference marked carefully.

1 -> Logo of Government of Madhya Pradesh.
2 -> Name of Exam i.e. CPCT (Computer Proficiency Certification Test) and the logo of CPCT is embedded in the background of Score Card.
3 -> Logo of Exam Body i.e. MAP_IT (Madhya Pradesh Agency for Promotion of Information & Technology).
4 → QR Code – It consists of the candidate details as mentioned below for quick information
   - Candidate Application No
   - Candidate Name
   - Date of Exam
   - Computer Proficiency
   - English Typing
   - Hindi Typing

5 → Candidate Photo – uploaded by the candidate during filling of application form.

6.1 → Candidate Registration No. – A unique number allocated to candidate for its CPCT Account
   and with this number candidate is uniquely identified in the system. This number will also be used
   as LOGIN ID on CPCT Portal. All application done by the candidate for CPCT will be visible under this
   Login ID. This number will also be used for Score Card Verification.

6.2 → Candidate Application No. – A unique number allocated to candidate for its CPCT Exam
   application for the and with this number candidate is identified in the system.

7 → Date – date on which CPCT exam was conducted.

8 → Section 1 – Computer Proficiency – This section displays the marks; individually only for MCQ
   (Multiple Choice Questions) that candidate had attempted.

9 → Marks Obtained – each question in MCQ carries 1 Mark and this field displays the number of
   question that candidate has marked correct and also the marks obtained.

10 → Out Of – Total marks allotted for MCQ is 75 and so the question to attempt are also 75.

11 → Under this section, the candidate scored marks in MCQ is displayed in terms of Percentage.
   This section is evaluated individually and so the candidate will be either Qualified or Not Qualified
   as per his/her scores mentioned above.

12 → Section 2 – Net Typing Speed (Words per Minute) – This section displays the typing speed of
   candidate in Net Words per Minute (Correct words typed in a minute).

13 → English Typing – the typing speed displayed here denotes the correct words typed by the
   candidate in single minute.

14 → This sections describes the candidate scores in terms of Percentage as per the conversion
   matrix mentioned below. This section is evaluated individually and so the candidate will be either
   Qualified or Not Qualified as per his/her scores mentioned above.

15 → Hindi Typing – the typing speed displayed here denotes the correct words typed by the
   candidate in single minute.
This section describes the candidate scores in terms of Percentage as per the conversion matrix mentioned below. This section is evaluated individually and so the candidate will be either Qualified or Not Qualified as per his/her scores mentioned above.

Reference to Read Score Card – This sections is useful, both for candidate and recruiters. This enables to usage of score card with its integrity and importance.

16 – This skill suitability matrix is for the quick reference to recruiters. As per essential qualifications marked, a desired candidate can be opted/selected for further recruitment process.

18 – This job priority describes that candidate is fit, only for the job which involves computer proficiency as a priority and the typing skills are not on priority or not required i.e. the candidate is

- Qualified in Computer Proficiency
- Not Qualified in English Typing
- Not Qualified in Hindi Typing

19 – This job priority describes that the candidate is fit, only for the job which involves computer proficiency and Hindi Typing skills as a priority and English typing skills are not on priority or not required i.e. the candidate is

- Qualified in Computer Proficiency
- Not Qualified in English Typing
- Qualified in Hindi Typing

20 – This job priority describes that the candidate is fit, only for the job which involves computer proficiency and English Typing skills as a priority and Hindi typing skills are not on priority or not required i.e. the candidate is

- Qualified in Computer Proficiency
- Qualified in English Typing
- Not Qualified in Hindi Typing
21 – This job priority describes that the candidate is fit for the job which involves computer proficiency and typing skills in both Hindi & English as a priority and such candidate is most suitable for any job and such candidate shall be given highest priority in selection i.e. the candidate is

- Qualified in Computer Proficiency
- Qualified in English Typing
- Qualified in Hindi Typing

This typing matrix is a quick reference map to the typing speed calculated based on NWPM to the marks allocated in percentage. The score card will carry percentage as per the matrix mentioned in score card.

22 – The typing speed scores in English Typing are calculated as NWPM and the percentage mapping with respect to NWPM is shown in the reference matrix.

23 – The typing speed scores in Hindi Typing are calculated as NWPM and the percentage mapping with respect to NWPM is shown in the reference matrix.

Disclaimer – The mentioned Disclaimers shall be read thoroughly and appropriately to the usage of this score card. This is useful, both for candidate and recruiters.
# SAMPLE SCORE CARD

## SCORE CARD สกอร์ кар์ด

<table>
<thead>
<tr>
<th>Candidate Name</th>
<th>Tushar Vilas Mhatre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Father/Husband/Guardian Name</td>
<td>Neeraj Mhatre</td>
</tr>
<tr>
<td>Registration Number</td>
<td>1132400</td>
</tr>
<tr>
<td>Application Number</td>
<td>1086219</td>
</tr>
<tr>
<td>Date of Exam</td>
<td>01/Apr/2017</td>
</tr>
<tr>
<td>Gender</td>
<td>Male</td>
</tr>
<tr>
<td>Email ID</td>
<td><a href="mailto:tushar.mhatre@gmail.com">tushar.mhatre@gmail.com</a></td>
</tr>
</tbody>
</table>

### Section 1 - Computer Proficiency (कंप्यूटर दक्षता)

<table>
<thead>
<tr>
<th>Marks Obtained</th>
<th>66.67 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Out of (कुल अंक)</td>
<td>75</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 2 - Typing Speed (नेट वर्ड पे मिनट)</th>
<th>भारतीय टाइपिंग (अंग्रेजी टाइपिंग)</th>
<th>हिंदी टाइपिंग</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 WPM</td>
<td>52 WPM</td>
<td>18 WPM</td>
</tr>
</tbody>
</table>

### Reference to Read Score Card

1. To qualify CPCT candidate shall qualify in Section-1 and Section-2. Candidate can be qualified in English Typing and/ or Hindi Typing as per the job requirements. (यदि उम्मीदवार CPCT प्रोफेसनल्स कर मार के लिए अंग्रेजी और हिंदी के दोनों में अपनी अंक प्राप्त करेंगे, उन्होंने तय किए गए काम के पर इंग्लिश टाइपिंग और/या हिंदी टाइपिंग कर सकते हैं।)
2. The minimum qualifying scores in an individual skill is 50%. (यदि व्यक्ति को कोई नहीं मिले है तो 50% नए पाई जाते हैं।)
3. The qualifying equivalent speed for typing is mentioned in references score matrix. (यदि तय किए गई नीति में भारतीय टाइपिंग के पद के साथ देखा जाएगा है।)
4. THIS SCORE CARD IS VALID FOR TWO YEARS FROM THE DATE OF EXAM (यह योग्यता कार्ड भी दो साल के लिए पर मौजूद है।)
5. THIS IS A COMPUTER GENERATED SCORE CARD AND SHOULD BE VERIFIED FROM http://www.cpct.mp.gov.in (यह एक कंप्यूटर जनरेटेड स्कोर कार्ड है और http://www.cpct.mp.gov.in से तय किए जा सकते हैं।)
6. CPCT Score Card Will be Valid only when a candidate qualifies in Computer Proficiency and later the typing skills, as required. (उम्मीदवार यदि CPCT स्कोर कार्ड प्राप्त कर ले तो उन्हें पहले कंप्यूटर दक्षता और फिर टाइपिंग कौशल्ल के साथ योग्यता की होगी।)
7. More details on score card can be viewed in How to Read your Score Card from CPCT website (स्कोर कार्ड को देखने के लिए CPCT वेबसाइट से पढ़ें।)

### Skill Suitability Matrix (कौशल उपयुक्तता मैट्रिक्स)

<table>
<thead>
<tr>
<th>Job Priorities (कौशल के लिए पहलावार)</th>
<th>Qualification(s) Essential (अवश्यक कौशल)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describes that candidate is only fit for job in which it is Qualified. (यदि उम्मीदवार को काम में वहं के लिए है तो उनके अंक प्राप्त होगे।)</td>
<td></td>
</tr>
</tbody>
</table>

- Computer Proficiency (कंप्यूटर दक्षता)
- Computer Proficiency + Hindi Typing (कंप्यूटर दक्षता + हिंदी टाइपिंग)
- Computer Proficiency + English Typing (कंप्यूटर दक्षता + अंग्रेजी टाइपिंग)
- Computer Proficiency + English Typing + Hindi Typing (कंप्यूटर दक्षता + अंग्रेजी टाइपिंग + हिंदी टाइपिंग)

### Net Typing Speed range and equivalent score matrix for reference (नेट रेटिंग निम्न और ऊपर के लिए स्कोर मैट्रिक्स)

<table>
<thead>
<tr>
<th>English (अंग्रेजी)</th>
<th>Scaled Score (स्कॉल्ड स्कोर)</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 – 40 NWPM</td>
<td>50.00%</td>
</tr>
<tr>
<td>41 – 50 NWPM</td>
<td>60.00%</td>
</tr>
<tr>
<td>51 – 60 NWPM</td>
<td>70.00%</td>
</tr>
<tr>
<td>61 – 70 NWPM</td>
<td>80.00%</td>
</tr>
<tr>
<td>71 – 80 NWPM</td>
<td>90.00%</td>
</tr>
<tr>
<td>&gt; 81 NWPM</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hindi (हिंदी)</th>
<th>Scaled Score (स्कॉल्ड स्कोर)</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 – 25 NWPM</td>
<td>50.00%</td>
</tr>
<tr>
<td>26 – 30 NWPM</td>
<td>60.00%</td>
</tr>
<tr>
<td>31 – 35 NWPM</td>
<td>70.00%</td>
</tr>
<tr>
<td>36 – 40 NWPM</td>
<td>80.00%</td>
</tr>
<tr>
<td>41 – 50 NWPM</td>
<td>90.00%</td>
</tr>
<tr>
<td>&gt; 51 NWPM</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

### Disclaimer (दीर्घालोक - नोट)

- The qualifying scores in this score card; only satisfies the minimum CPCT qualification criteria and does not guarantee an eligibility for a job. Government departments/organizations may ask for a higher scores/qualifications in any/all section(s), as per its job requirement and preferences (सरकारी विभागों/संगठनों के अनुसार वह स्कोर पूर्वक्षमताएँ इस स्कोर कार्ड में मिलती हैं जो उनके काम के लिए पर ध्यान दिया जाता है।)
- Biometric credentials of candidate collected at test centre can be verified from http://www.cpct.mp.gov.in (Recruiters can request MAP_IT for verification process), whereas all other credentials like age, academic qualification etc. should be verified from original/official के अनुसार उन्हें पहले कंप्यूटर दक्षता के साथ योग्यता की होगी।)

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1 For any other query referencing to understanding the score card can be mailed at cpct.mp@mapit.gov.in

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