



SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University Declared under Section 3 of UGC Act 1956)

Comprising Sri Devaraj Urs Medical College

**[Constituent unit of Sri Devaraj Urs Educational Trust for Backward
Classes (Regd.)] TAMAKA, KOLAR – 563 103. KARNATAKA, INDIA.**

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Examination Reforms Examination Automation

Examination Reforms related to Automation

Examination Reforms in the last five years	Year of implementation
Examination automation software	2008
Digital question bank and Software Enabled Question Paper Generation For UG & PG Medical Course– Examinations	2016
Online Practical Examination preparation and marks en- try system	2018
Online examination Application Form	2019
Online I.A. Marks Entry System	2019
Online result announcement	2019
Barcode stickers for Answer booklets	2019
Digital printing of certificates including QR code	2019
Paper Valuation and entry of marks digitally by examiners	2019
Uploading the Certificates to the National Academic De- pository (NAD)	2019
Online Application for Convocation	2020
Implementation of Revaluation	2021
Implementation of Digital Valuation	2022
Online Processing of Examination Application	2024

STANDARD OPERATIVE PROCEDURES (SOPs)

1. Examination Automation System

A. Examination Automation Software

- a) Creating Programme structure and subjects as per the curriculum.
- b) Before Examination : Generating Register Numbers of fresh candidates, activating examination for all students, activating examination for any given student, Generating Application / Admission forms, identifying eligible students, exam wise student ledger, subjects, Centre wise Question Paper requirement, Generation of bar Code stickers.
- c) Training of officials and computer operators of Examination section for handling the software.
- d) Tabulation: Updating absent particulars, Generation of coded numbers, updating marks, updating withheld, Mal Practice details, Student wise packet listing, check- list generation for absent / marks, Marks not entered listing.
- e) Paper valuation and Marks entry: The valuation shall be centralized at the Academy itself. Each Answer script shall be valued by both internal and external examiners separately. Each examiner shall also enter marks online with the help of custodian and to sign in the consolidated marks sheet.
- f) Result Computation : Computation of result for all students.
- g) Report / Statements: Final Result statement, Marks Cards, Covering letter for marks card, Marks Register, Eligibility statement, Group wise result analysis, Rank statement, Consolidated and Duplicate Marks Cards, Exam wise student fail listing Subject wise highest marks listing.

- h) Closing of Examination: For all students, closing of examination for a given student, preparing data for next examination for all students after updating the Results announced later and the Revaluation / Retotaling results. Preparing data for next examination for a given student.
- i) Utilities: Defining access level for different users, Indexing of data files, viewing of spooled reports, Tabulation error listing, Resetting of Tabulation error data.
- j) Apart from the system study and development, following activities will be taken care by the COMPANY:

- Testing and implementation
- Designing of format for pre-printed stationery
- Preparation of User's Manual

B. Online examination Application Form

The eligible students can fill their examination application form through online or through mobile. Based on the fee criteria, system will display the amount to be paid for each heads. Fee payment can be made through many ways like Payment Gateway (Credit / Debit/ Net Banking), NEFT, Post Office, Bank Challan etc., Upon successful payment, student will get the hall ticket instantly or at the college level after the last date.

Facilities / Advantages

- Starting and ending date for filling the application can be set. Fine collection facility after the last date.
- Display of passed and failed information of all semesters / subjects to students.
- Exact fee to be paid information to student subject wise / semester wise / Total.

- Hall Ticket generation either instantly to student or at the college level after the last date.
- Reconciliation of fee will be easier.
- Colleges have no role in collecting and consolidating the fee to pay to Academy. Amount will be directly credited to Academy Account.
- Head wise fee details will be available at Academy level.
- Room preparation can be made for examination at college level after the last date.
- Subject wise / exam date wise total student's strength at college level / Academy level.
- Room wise Invigilator dairy printing at college level (with photo / without photo)

C. Online I.A. Marks Entry System

Departments can enter I.A marks and attendance through online and through which duplication of work is eliminated at Academy and the data entry is limited to the level where it gets generated. Freezing option is provided in order to prevent unwanted corrections and modifications. Highest level of security is maintained to protect the data on cloud. Last dates can be fixed to avoid late receipt of IA marks to examination section.

D. Online Practical Examination preparation and marks entry system

The online software is used to prepare subject wise batches, time Table, Batch wise Reg. No. list and worksheets will be generated and sent to the departments by the Principal's office. After each day of the practical examination, all the examiners along with coordinator shall enter the marks online at Principal's/Coordinator's office. The designated data entry operator at principal's office shall assist entry of marks in secured mode and the same will be freezed by the examiners after the verification. After freezing the printout can be taken and the examiners have to affix the signatures and to be submitted to the Controller of examinations through proper channel in a confidential manner.

E. Online result announcement

As a part of the new invention in web technology the results will be uploaded to online in a matter of few minutes directly from examination wing. Students can see the results in website

Facilities / Advantages

- Direct uploading of results from the examination branch. Dependency is less on skilled manpower to host the results.

STANDARD OPERATIVE PROCEDURES (SOPs)

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2. Digital question bank and Software Enabled Question Paper Generation For UG & PG Medical Course– Examinations

Standard Operating Procedure (SOP) for generation of question papers for medical university examinations. Prepared based on approval by Board of Management in its 48th Meeting held on the 20th June 2018

The academy has adopted Software enabled Question Paper generation. Where in the question papers are done using a question Bank utilizing a software. Following steps are followed.

- a. Instructions issued to the HoD's of all the Departments about preparation of Question Bank at the Department Level
- b. On getting such instructions The HoDs are required to organize the preparation of Question Bank by the Faculties of Department (who have underwent MET training) covering the chapters prescribed by the curriculum
- c. The HoDs would then validate the Question Bank by scrutinizing all the questions and ensure that the questions are structured and difficulty levels are properly mentioned against each one of them. HoDs are also required to ensure coding of Questions by preparation of Legend files (Chapters covered), Input files (questions) and Blueprint of Question Paper (Marks distribution according to chapters)
- d. Question Banks so prepared are then to be validated BOS Meetings of respective Departments taking into accurate the structure and difficulty levels of the questions.
- e. HoDs are asked to periodically update the Question Bank at the Examination Section of the Academy (validation and addition of new questions)

- f. In order to check the reliability of the process, three sample Question Paper are to be generated at the Examinations Section of the Academy and validated by the concerned HoD. This process is to be completed at least week before the commencement of university examinations.

STANDARD OPERATIVE PROCEDURES (SOPs)

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- g. On the day of University Theory examinations, Question Papers is to be generated maintaining strict confidentiality by the Controller of Examinations/ Asst Controller of Examinations, half an hour before the commencement of Examination using the same software at the office of the Chief Superintendent of Examinations of the Medical College located close to the Examination halls to ensure direct transfer of question papers to the chief superintendent of Examinations at the place of examination itself.
- h. The generated question papers are the put into the Subject (QP codes) and block wise brown covers sealed, signed by the controller of examinations and handed over to the deputy superintendent of examination 15 minutes before the commencement of the exam in a confidential manner.
- i. At this stage two examinees would be selected randomly from each block and their signatures are to be taken for certifying the integrity of the sealed envelopes.
- j. There after, the Question Papers would be disturbed to the examinees five minutes before the commencement of examination in the Examination Hall. They would be asked to go through the question paper and bring to the notice of the Deputy Superintendent/CoE about any discrepancy. The students are only allowed to start writing the answers at the scheduled time of examination.
- k. Feedback from students are taken to gather inputs towards further improvement in the quality of question papers

STANDARD OPERATIVE PROCEDURES (SOPs)

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3. Paper valuation Undergraduate Programmes

- a) The valuation shall be centralized at the Academy itself
- b) Each Answer scripts shall be valued by both internal and external examiners separately. After each valuation the filled marks slips to be separated from the answer booklet before handing over to the next examiner.
- c) First valuer shall enter the marks in the space indicated for the first valuation in the answer booklet.
- d) Second valuer shall enter the marks in the space indicated in the answer booklet.
- e) After valuating each packet the examiner shall also enter marks online with the help of custodian and to sign in the consolidated marks sheet generated by the computer.
- f) If the difference between 1st and 2nd valuation is 15 % and more the paper shall be subjected to a third valuation. In such cases the average of the two marks which would be closest among the three valuation shall be awarded to the student

(Notification No:SDUAHER/KLR/ADMN/892//2009-2010 dated 20.01.2010)

- g) If the difference in marks persists at 15% and above after the third evaluation, the average of the marks awarded by all the three examiners shall have to be taken and awarded to the candidate.

(Notification No:SDUAHER/KLR/ADMN/973//2017- 2018 dated 29.05.2017)

STANDARD OPERATIVE PROCEDURES (SOPs)

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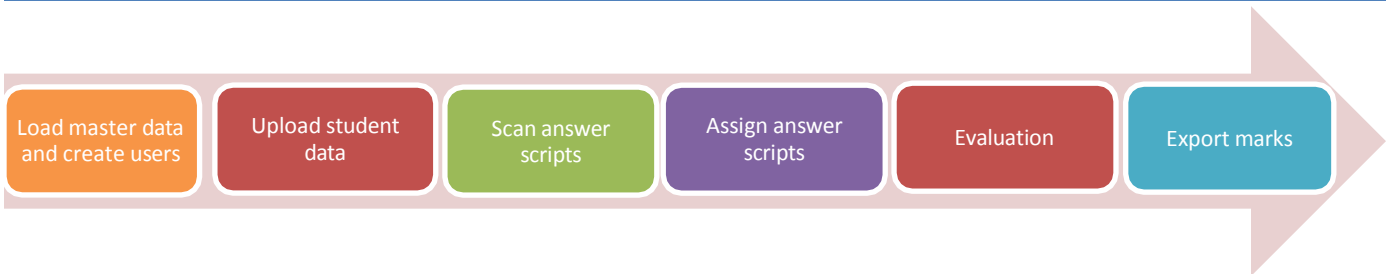
4. Paper Valuation Post Graduate Programmes

- a. The valuation shall be centralized at the University itself. Valuation of answer scripts is compulsory.
- b. Each theory paper will be subject to valuation by four examiners (both internal and external) and average mark of the four valuations is considered for that paper for declaration of results

- c. The question wise marks shall be entered in the valuation slips provided in the answer booklets as per the order of valuation (Eg. Ist valuator in the Ist valuation slip respectively)
- d. After each valuation the filled marks slips to be separated from the answer booklet before handing over to the next examiner.
- e. The custodian shall enter their marks into the system and get consolidated marks sheet that will be signed by both the examiner and custodian

Digital Valuation

1. IonDVS workflow



1.1. Load master data and create users

Master data is uploaded as the first step. Programs and courses are the master data for IonDVS. They are either imported from IonCUDOS or can be imported using .CSV documents following the template provided by the application at each functions. Other data required by IonDVS for the evaluation process are:

- Question paper patterns for courses
- Scanned Answer key for courses

Evaluators and CoEs to be registered to the application in order to create users of the application.

Users: Administrator (CoE)

1.2. Upload student data

Student list is uploaded to the application course wise. Student list contains the students who are present for the event of exam. User will upload this list selecting the course and the exam event in the application.

Users: CoE staff and Administrator (CoE)

1.3. Scanning of answer scripts

Answer scripts are listed based on course and event of the exam. Student data to be available in the system prior to scanning. Once the USNO are displayed, books are scanned one after the other. In case of any issues, blue book can be rescanned. The image can be verified by viewing scanned blue book image. Scanning can be revoked using „Cancel all scan“ in case of any incorrect scan occurs. Please refer to the controls of IonDVS in section 3, to understand the obligations for scanning process.

Users: CoE staff and Administrator (CoE)

1.4. Assign answer scripts

Assign answer scripts lets the allotment of answer scripts for each evaluator registered in the application. Answer scripts recognised by unique id and USNOs are listed to the user based on the course and event. Set of answer scripts are selected and assigned to one evaluator at time. Packet code is entered while assigning answer scripts to evaluator. Evaluator cannot be assigned any more answer scripts till he / she completed a given slot of answer scripts. However there is an option for “Recall” in order to reverse the assignment in case of any incorrect assignments. Please note, only the answer scripts which are not yet picked up for evaluation will be recalled by this feature.

Second evaluation:

Answer scripts are picked up for evaluation based on the percentage of the answer scripts evaluated at first evaluation. This percentage is set in the Settings page (under Settings -> Configuration settings). The obligation for second evaluation is that the course has to be completed of its first evaluation for the given exam event. The process of assignment will be the same as first evaluation.

Third evaluation:

Third evaluation is triggered based on the difference of marks from first and second evaluation. This difference of marks is set in the Settings page (Under Settings -> Configuration settings). If the marks is equal or more than the set marks, the answer scripts will be listed for third evaluation. The obligation for the third evaluation is that the first and second evaluation of answer scripts should be completed for the given course and event. The process of assignment will be the same as first/second evaluation.

Users: CoE staff and Administrator (CoE)

1.5. Evaluation

Evaluation is done by the evaluators as per the assignment done by the CoE Staff / CoE (Administrator). Evaluator can see the list of answer scripts assigned. They can click on the answer scripts clicking on “View” link and start with the evaluation process. There is the answer key displayed to the evaluator on the right side and the scanned blue book images on the left side. Evaluation grid is displayed on the click of button and the grid is displayed, on which the evaluated marks to be entered by the evaluators. Evaluators can submit the marks after the review of the marks prompted by the application. In special cases the marks grid can be submitted to CoE for review.

In case, where student has attempted to answer more than the required number of questions, there are two solutions provided by the application.

- In Configuration settings (under Settings -> Configuration settings) select the parameter “System evaluation” as “yes” which will enable application to pick the best answers for the student.
- In second solution, settings (under Settings -> Configuration settings) to be “no” for “System evaluation”. This will make the application prompt to the evaluator while submitting the evaluation, to review and deactivate the marks of additional questions answered by the student and proceed with the submission of evaluations.

Evaluator cannot relook at the answer scripts once they are submitted.

The process of evaluation remains the same for first/second/third evaluations by the evaluator.

CoE (Administrator)/ CoE staff can view and edit the evaluated marks after the evaluations in case of any need. There is a history link provided in order to view the history of the marks edited for a blue book.

Users: Evaluators

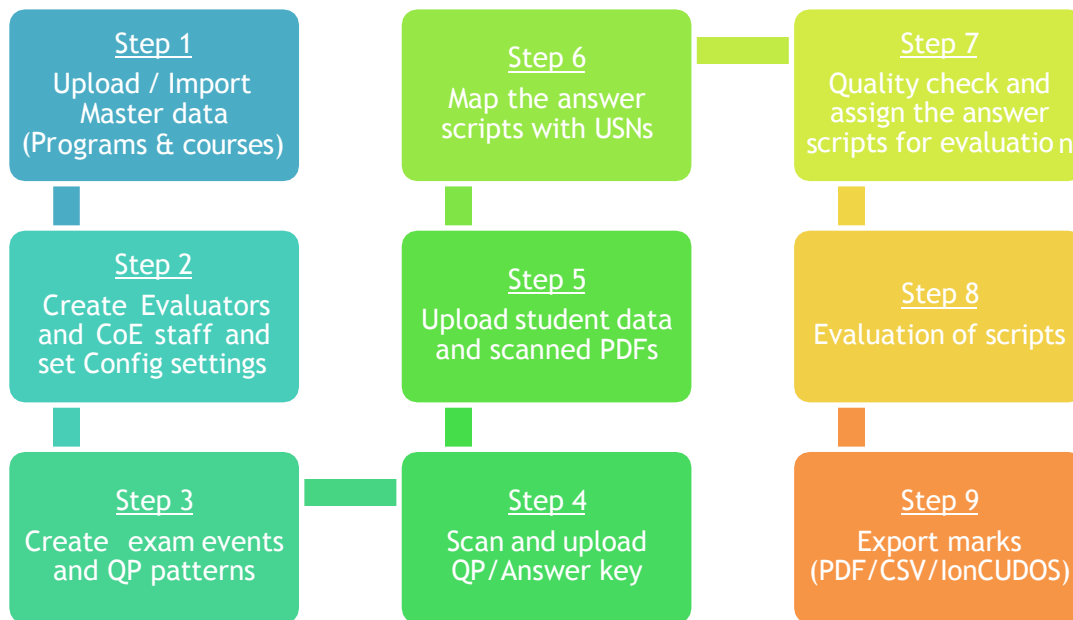
1.6. Export of marks

Marks can be exported in three ways:

- Export to .CSV file for a selected course and event – User needs to select the course and event in order to export the marks to the .csv file
- Export to IonCUDOS – User needs to select this option and the application will export all the course wise marks of the students to IonCUDOS database. This will be a very critical export function and application will take some time to export all the marks to IonCUDOS.
- Export the evaluation grid wise in PDF format – User needs to select the course and event and application will give out a series of pages with evaluation grid marks printed on a PDF format for the selected course and event.

Users: CoE staff and Administrator (CoE)

Steps in IonDVS for the evaluation process



1.7. Step 1 – Upload Master data

* Use menu option – Settings/Upload Master Data. This helps import the programs and courses from IonCUDOS. (* If IonCUDOS is not available, then users have to upload master data using .CSV documents as created per download template given)

The screenshot shows the 'Upload master data' form. It has a title bar 'Upload master data'. Below it, there's a section 'Upload data from:' with two radio buttons: 'IonCUDOS' (selected) and 'Others'. To the right of this section is a button 'View master data'. At the bottom right, there are two buttons: 'Upload' and 'Cancel'.

‘View master data’ will help to look at the existing programs /courses in the application

1.8. Step 2 – Create Evaluators, CoE staff and configuration settings

Use menu option User management / Create Evaluator and User Management / Create CoE staff. This will help to create Evaluators and CoE staff who will be the users of the application.

The screenshot shows the 'List of Evaluators' page. At the top, there's a navigation bar with 'Home', 'User management' (selected), 'Evaluation management', and 'Settings'. On the right, there's a user profile 'Welcome: admin admin' and a 'Logout' button. Below the navigation bar, there's a section 'List of Evaluators' with a '+ Add new Evaluator' button. Below this, there's a table with columns: Name, Mobile number, Email, College, Course code, Programs, Status, and Action. The table contains three rows of data. At the bottom, there's a 'Bulk actions' section with a 'Select' dropdown and a 'Selected: 0' indicator. There's also a 'Search' input field and 'Previous' and 'Next' buttons.

Name	Mobile number	Email	College	Course code	Programs	Status	Action
Kavitha Mahesh	1111111111	kasturi.umesh@gmail.com		P13EE46, M23ME124, DE3CS124, DE3CS128	EE, ME, CSC	Active	🗑️ ✖️
Rajesh Acharya1	1234567345	rajesh@gmail.com		M23ME124	ME	Active	🗑️ ✖️
Abdul Imthiyaz	9739485936	imthiyaz.talakala@gmail.com		P13EE42, P13EE43	EE	Active	🗑️ ✖️

List of COE Staff

10 records per page

Search:

Name	Mobile number	Email	Status	Action
Kasturi Ishaan	9916198900	kasturi.murthy@ionidea.com	Active	✎ ✕
Raman Iyer	1234123412	raman@email.com	Active	✎ ✕

Configuration Settings:
Using configuration settings under Settings -> Configuration settings. Set the parameters like number of pages per blue book, system evaluation, evaluation time, Year and option to sync with IonCUDOS.

Configuration settings

Note : These are global settings which would be applicable to all the courses.

Restore default settings

Application settings

Number of pages in blue book expected while scanning :

40

Pages

Percentage of blue books for 2nd evaluation :

80

%

Marks difference for 3rd evaluation :

20

marks

Question paper type :

☒ CIA ☐ TEE

System evaluation :

☐ Yes ☒ No

Note: System evaluation will pick the best marks for the answers in case if student has attempted more than the required number of questions. This option DO NOT prompt the evaluator, to choose the best answer while evaluating.

Year :

☒ 2015

Minimum evaluation time for each blue book :

0

Minutes

1.9. Step 3 – Import Question paper

Use menu option Settings / Import Question paper. This will import the question papers from IonCUDOS for a selected event. For users who do not use IonCUDOS, question paper pattern has to be created using the menu option which is under Settings / Create question paper pattern. If this option is used for creating question paper patterns, then the evaluated marks has to be exported only using .CSV format.

[Home](#) [User management](#) [Evaluation management](#) **Settings**

Import question papers

Event:

Select

Import question papers from

☒ IonCUDOS

Note:

The question paper pattern will be imported from the IonCUDOS database.

Import

Cancel

Create question paper pattern for those who do not use IonCUDOS.

[Home](#) [User management](#) [Evaluation management](#) **Settings** [Welcome](#)

Create question paper pattern

Note : All fields are mandatory

View question papers

Course code:

Event:

Select

Grand total marks:

Maxium marks:

Number of main units:

Load units grid

1.10. Step 4 – Scan answer key

Use menu option Settings / Scan answer key. This will let the user to scan answer key papers for a specific course and event. User has to select the course and event and then scan the answer key.

Home User management Evaluation management Settings

Scan answer key

[View answer keys](#)

Note : All fields are mandatory

Select

[Scan](#)

1.11. Step 5 – Upload student data

Use menu option Evaluation management / Scan answer scripts. Click on button “Upload student data file”. The form displayed can be filled with required fields and the data can be uploaded.

Upload student data file

Note : All fields are mandatory

Course code:

Event:

Select

Browse...

No file selected.

[Download student data template](#)
(Sample format file to upload student data. Ensure you retain the headers of the template, as it is mandatory)

Upload

Close

Once the student list is uploaded then the next step is to scan the answer scripts.

1.12. Step 6 – Scanning blue books

Use menu option Evaluation management / Scan answer scripts. Enter the required fields and click on “Load students’ data to scan”. This will list the student USNO(s) in order to scan the answer scripts.

Scan blue books

Back

Course code : P13EE42 - Signals & Systems
Event : 2
Year : 2015
Total blue books : 5

SN	USNO	Student Unique Id	Status	Pages per blue book	View
1	1au07es300	1111357441	Scan completed Rescan	90	View
2	1au07es301	1386052721	Scan completed Rescan		View
3	1au07es302	1334314140	Scan		
4	1au07es304	1118035742	Scan completed Rescan	30	View
5	1au07es305	1235809210	Scan		

If the pages per blue book are not as per the set value, then a warning icon will be displayed alongside the pages per blue book count.

1.13. Step 7 – Assign answer scripts (Evaluations 1, 2 and 3)

Use menu option Evaluation management / Assign answer scripts. This will help CoE Staff / Administrator (CoE) to assign answer scripts to the evaluators.

Home
User management
Evaluation management
Settings
Welcome: admin admin

Assign blue books

Note : All fields are mandatory

Course code:

P13EE46 - Electromgnetic Theory

Event:

2015 - Odd

Evaluation

☒ First
☐ Second
☐ Third

Search

Selected Count: 0

Search:

USNO	
6DY23EE011	
6DY23EE012	
6DY23EE013	
6DY23EE014	
6DY23EE015	
6DY23EE016	
6DY23EE017	
6DY23EE018	

Search:

Name	Select	Last assigned
Abdul Imthiyaz		-
Anupam Sinha		-
Blessy Paul		-
Kasturi Murthy		-
Sanjana Bhat		-
Saswata Dasgupta		-

Showing 1 to 6 of 6 entries

Previous

1

Next

First evaluation has to be complete before going to the second evaluation. For second evaluation, the percentage which is set in the settings page (under Settings / Configuration settings) is considered. User has to click the radio button for second evaluation and accordingly USNO(s) are randomly picked and displayed for assignment. Third evaluation will display any answer scripts which qualifies for the third evaluation. Third evaluation can be performed once both first and second evaluation are completed. Third evaluation will list only those USNO(s) if the difference between first and second evaluation marks are equal to or greater than the set value in settings page (under Settings / Configuration settings).

Home
User management
Evaluation management
Settings
W

Configuration settings

Note : These are global settings which would be applicable to all the courses.

Restore default settings

Application settings

Number of pages in blue book expected while scanning :
40
Pages

Percentage of blue books for 2nd evaluation :
70
%

Marks difference for 3rd evaluation :
15
marks

1.14. Step 8 – Evaluation

This options is for the evaluators. Once they are assigned with answer scripts, they would get an email. They need to login to the system in order to view their assigned answer scripts. They can click on view button in order to view the blue book and make the evaluations.

Home
Evaluator queue
Welcome Blessy Paul
Logout

Evaluator

25 records per page

Search:

Student Unique Id	Course	Assigned at	Completed at	Status	View
2506108333	P13EE46	2015-08-24 18:40:51		Pending	View
4303567752	P13EE46	2015-08-24 18:40:51		Pending	View
7559701953	P13EE46	2015-08-24 18:40:51		Pending	View
7871124984	P13EE46	2015-08-24 18:40:51		Pending	View
7907196837	P13EE46	2015-08-24 18:40:51		Pending	View
955559667	P13EE46	2015-08-24 18:40:51		Pending	View
968983761	P13EE46	2015-08-24 18:40:51		Pending	View
9961006194	P13EE46	2015-08-24 18:40:51		Pending	View

Once they click on 'View' they can see the blue book and they can evaluate it.

Home
Evaluator queue
Welcome Blessy Paul
Logout

Student unique Id : 2506108333
Course : P13EE46
Marks grid

Student Answer Sheet

Answer key

Evaluation grid will be displayed as shown below, evaluator has to click on 'Start evaluation' to begin the evaluation.

[Start evaluation](#)[Save and close](#)

Started evaluation at: 6:58:11 pm

No	A		B		C		D		E		Total	Action
Q1	(5)		(5)		(5)		(5)		(5)			☐
Q2	(5)		(5)		(5)		(5)		(5)			☐
Q3	(10)		(10)		(5)							☐
Q4	(5)		(5)		(5)		(5)		(5)			☐
Q5	(5)		(5)		(5)		(5)		(5)			☐
Q6	(5)		(5)		(5)		(5)		(5)			☐
SUM TOTAL												

Note: Submit for review will submit the final evaluation to COE for review of the blue book evaluation.[Submit](#)[Submit for review](#)

The greyed out cells at the last are auto calculated by the application. The blue coloured cells are the questions which are not available in the question paper and to which the evaluator are not suppose to award marks. These blue cells are not editable cells.

In case of where evaluator has to review the marks, where student has answered more than the mandatory questions, and the system evaluation parameter in configuration settings page is marked as “no” then application will present the grid to the evaluator in order to uncheck the extra questions attempted by the student in order to give the correct marks.

[Start evaluation](#)[Save and close](#)

Started evaluation at: 6:58:11 pm

Please uncheck the extra answered question

No	A		B		C		D		E		Total	Action
Q1	(5)	5	(5)	5	(5)	5	(5)	5	(5)		20	☒
Q2	(5)	4	(5)	4	(5)	4	(5)	4	(5)		16	☒
Q3	(10)	6	(10)	8	(5)						14	☒
Q4	(5)	4	(5)	4	(5)	4	(5)		(5)		12	☒
Q5	(5)	4	(5)	4	(5)	4	(5)		(5)		12	☒
Q6	(5)	4	(5)	4	(5)	4	(5)		(5)		12	☒
SUM TOTAL											86	

Note: Submit for review will submit the final evaluation to COE for review of the blue book evaluation.[Submit](#)[Submit for review](#)

Evaluator can uncheck the additional marks and can edit any other marks and submit the evaluation. Upon confirmation, the marks are saved in the application.

Evaluator cannot see any of the answer scripts once evaluation is completed. The process remains the same for second and third evaluation.

1.15. Step 9 – Export evaluation

Use menu option Settings Evaluation management / Export evaluation to export the marks in CSV format, or directly to IonCUDOS database or to print the evaluation grid in PDF format per course and event of the exam. Only the export to IonCUDOS database will be performed for all the courses of an event at once.

2. Controls in IonDVS

Master data and Evaluator registration

- ✓ Programs and courses to be available in the application as the first step in the application.
- ✓ Course codes to be unique. These cannot be repeated as this may lead to overwriting of student marks.
- ✓ Evaluators cannot be registered in the application without availability of the programs and courses.
- ✓ If program and courses have to be deleted, evaluators also has to be deleted.

Question papers and answer keys

- ✓ Question paper to be uploaded for each course and event.
- ✓ Answer keys to be scanned for each course and event.
- ✓ Question paper cannot be uploaded if the answer scripts are already evaluated / assigned for evaluation. However, assigned answer scripts if recalled and there are no answer scripts evaluated, then question paper can be uploaded. Same is the case with answer keys.

Scanning/Loading of answer scripts

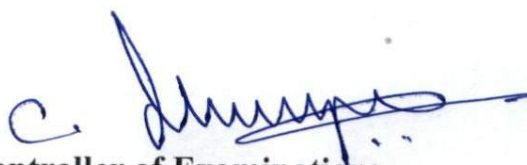
- ✓ Scanning/Loading of answer scripts are all allowed only after student list are uploaded per course and event.
- ✓ Scanning / Rescanning /Loading of answer scripts are not allowed if answer scripts are already evaluated/assigned. However assigned answer scripts if recalled and there are no answer scripts. Evaluated then scanning/rescanning can be performed.
- ✓ 'Cancel all scan' feature will work only if answer scripts are not yet evaluated for a given course and event.

Assign answer scripts

- ✓ Question paper should be available for the course before the assignment of blue book begins.
- ✓ Assign answer scripts are allowed only for those answer scripts which are scanned.
- ✓ Recall of assigned answer scripts will work only on those answer scripts which are not yet picked up for evaluation
- ✓ Evaluator cannot be assigned new answer scripts till he / she finishes the last assignment of answer scripts.

Evaluation of answer scripts

- ✓ Evaluation be done only by Evaluators. However CoE staff cannot edit marks and the history of marks will reveal all the audit log of evaluations performed.
- ✓ Evaluator have to fill marks for all mandatory questions


Controller of Examinations
Controller of Examinations
Sri Devaraj Urs Academy of
Higher Education & Research
Tamaka, Kolar-563101.

STANDARD OPERATIVE PROCEDURES (SOPs)



SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

**(A Deemed to be University Declared under Section 3 of UGC Act 1956)
Comprising Sri Devaraj Urs Medical College [Constituent unit of
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Examination Reforms

Year 1st June 2023 to 31st May 2024

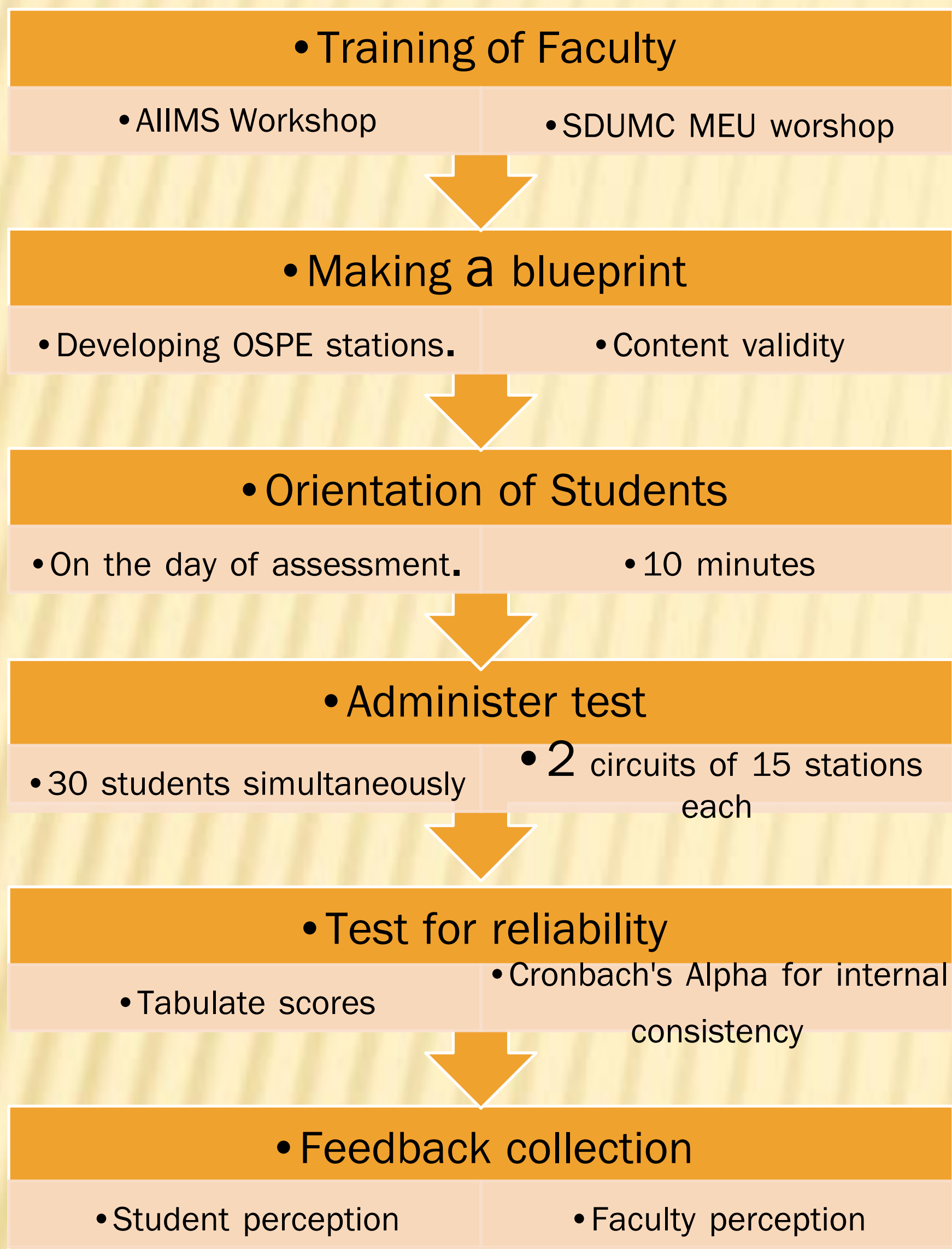
Objective Structured Practical Examinations

First experience with OSPE : blue printing to reliability testing

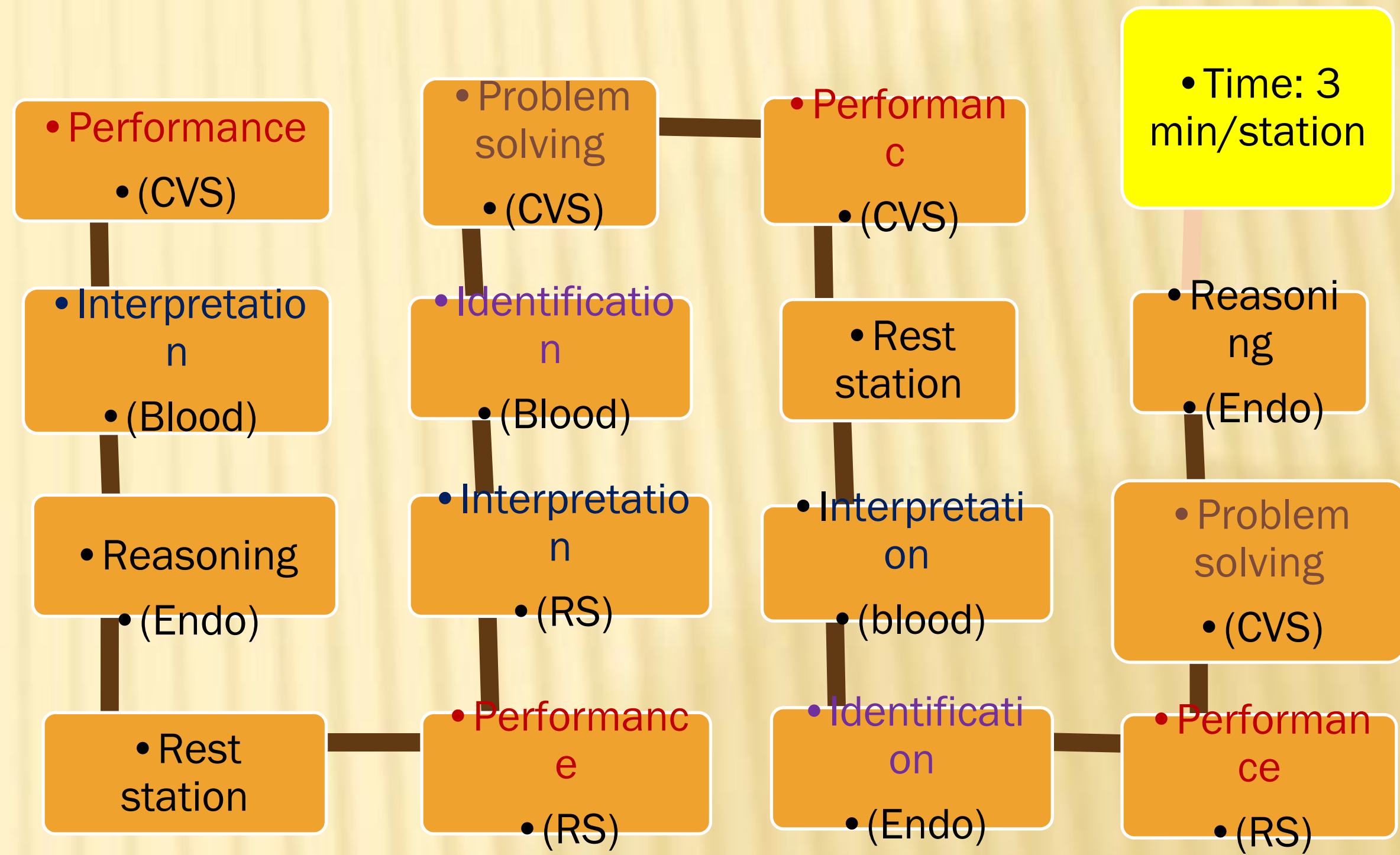
INTRODUCTION

Objective Structured Practical Examination described by Harden and his group from Dundee in 1979 is an instrument that assesses a wide range of practical skills with a marking scheme that is objective. It has been rarely used and that too as formative assessment tool in medical colleges in India. We at the Department of Physiology of SDUMC conducted OSPE as a formative assessment before introducing it for the summative assessment purpose. The objective was to test the reliability of the stations for use in university exams and to collect student and faculty perceptions about this new method.

METHODS



Blue print of stations, skills tested and systems covered

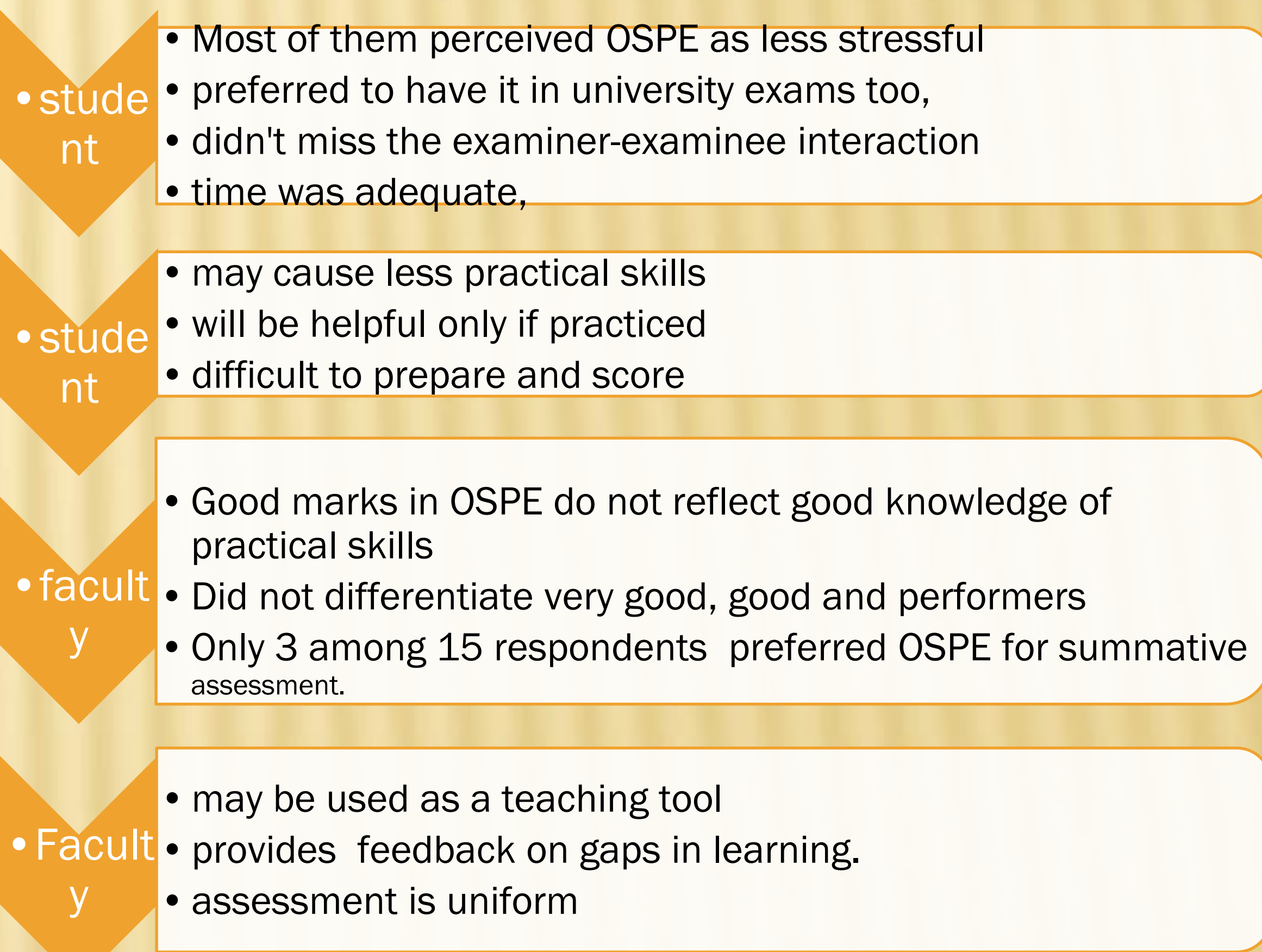


RESULTS

Cronbach's alpha for the performance stations

• Location of apex beat • (0.868)	• Auscultation of mitral and tricuspid areas • (0.580)	• Recording of BP by auscultatory method • (0.717)
• Auscultation of axillary area • (0.842)	• Recording BP by palpatory method • (0.392)	• Report on chest expansion • (0.799)
• Percussion of posterior lung fields • (0.868)	• Examination for position of trachea • (0.831)	• Examination of radial pulse • (0.575)

Student and faculty perceptions of OSCE



CONCLUSION

• 8 performance stations had acceptable cronbach's alpha and hence reliable and can be used for summative assessment. 1 was not reliable and needs to be modified.

• OSCE was well accepted by students, but most of the faculty opined that they preferred to have traditional practical exams for summative assessment which can be modified with check list to have uniformity. Faculty also strongly felt that OSPE can be a useful learning tool.

ACKNOWLEDGEMENT

• All the faculty and post graduates of Dept of Physiology, SDUMC

• Dr. Sharmila Torke, HOD, Dept of Physiology, Melaka Manipal Medical College

• NTT, AIIMS workshop on assessment methods in Basic Medical Sciences, FAIMER,



Team work is very important for successful conduct of OSPE

Presented at National conference " Association of Physiologists & Pharmacologists of India Conference"

conducted at AIIMS, New Delhi from

MUNINARAYANA C

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TAKSHILA UNIVERSITY AUTOMATION SUITE HAND BOOK

The Takshila Software for examination is ideal software to process examination related activities for UG, PG, Super Specialty courses, etc. The software is totally parameterized and some of the key features are given below.

The first version of the examination software was developed and implemented during 1991. During the last twenty six years, seamless development is being made to the software by the R&D department of the company based on the ground realities and also on the invaluable feedback provided by all users.

During this period, the software has been successfully implemented at Gulbarga University - Gulbarga, Rajiv Gandhi University of Health Sciences - Karnataka, Kuvempu University – Shimoga, University of Mysore, North-Eastern Hill University – Shillong and Karnatak University – Dharwad. During this period, the Universities have declared more than 5,000 results with the help of this software comprising of Under Graduation, Post Graduation and Super Specialty courses.

The software can be implemented with either Windows or Novell network. Though the software design is extremely complicated, at the same time, it is highly user friendly, easy to operate / maintain and does not compromise in its reliability and ruggedness.

The software is totally parameterized and as such can be implemented for any university with minimum changes. The software can be implemented within the least time. It hardly takes 30 minutes to 60 minutes to setup the software for a course / regulation and make it operational. With a minimum of one hour of basic training, the end-operators can start using the system.

The confidence of the users will be very quickly gained as the system provides a large number of validations at the appropriate stages. The validations are also user friendly, which is unique by itself. These validations not only prevent invalid data creeping into the system, but also inform and guide the user when troubleshooting becomes inevitable.

The features of Takshila software includes;

- Provision to define access / security level for different users
- Provision to identify examination mode for each exam
- Provision to install the software for new exams / existing exams
- Provision to capture backlog information of earlier exams
- Provision to identify common student directory

- Provision to have multiple splits leading to different degrees from a common directory (Eg. As in B.E.)
- Provision to identify % of deviation allowed in case of multiple valuation / revaluation
- Provision to collect IA and other marks from colleges through electronic media
- Provision to collect examination fee details from colleges through electronic media
- Provision for online script verification and posting of absent / malpractice, etc. directly
- Provision to generate brief report on overall performance of students, such as number of attempts taken to clear each exam, etc.
- Provision to print examination centrewise / datewise subject list with student strength
- Discrepancies, which are inherent and inevitable in manual systems will be totally eliminated.
- Admission data with subjects taken by students will be computerized.
- Helps in arriving at the total number of question papers to be printed.
- Helps in dispatching question papers.
- Provides foolproof coding / decoding of answer scripts.
- Double entry of marks to ensure accurate results.
- Validations / suggestions / guidance by the software at the appropriate stages.
- Possible declaration of results within a day from the date of completion of valuation.
- Manual tabulation, marks card, degree certificate is eliminated.
- Facility to moderate marks.
- In unforeseen and compelling situations, results can be recomputed and announced in few minutes, which is hard to imagine in a manual computation scenario.
- Provides a host of MIS reports, Rank statement, Merit statements, Supporting reports / documents for future maintenance.
- Has features to withhold result of a student for specific purpose and for a specific duration, after which the students will come back to the main stream automatically.
- Has features which will freeze the result / performance once the results are announced and marks card are printed.
- Keeps track all exceptional transactions to identify any undesirable activities that might have got carried out in the system.
- Provision upto 5 main valuations, 1 revaluation and 1 deviation / board valuation.
- Provision to print consolidated marks card / ledger.

INTRODUCTION

Takshila - University Automation Suite is a quality product from the company – M/s Logisys, which has focused itself on University Automation. The suite comprises of modules covering the activities of Academic, Examination and Finance, out of which, the Examination Process Automation is the most important module.

The Examination Automation Module caters to all kinds of courses that the university offers – PG / UG, Annual / Semester, etc. Most of the complex regulations with varying passing criteria have been tested and the outcome of the same is satisfactory. The software is totally parameterised and very easy to manage. Sufficient training has been imparted to several officials of university as Systems Administrator, who are in a position to maintain the software with comfort and ease.

The software has been developed and implemented in multi-user environment with online context sensitive help at all possible locations. The options available in the software has been arranged logically to coincide with the sequence of activities as it happens.

This User's Manual at best can act as a reference guide. Users can gain experience and confidence by working on the software and should refer to the manual only when certain clarifications are required. This User's Manual will be updated as and when major software upgrades are released.

LOGIN SCREEN



MAIN MENU



The main screen of Examination Software is divided into 3 Parts.

- o Menu options
- o Tool bar
- o Status bar.

Menu options – This is located at top of the screen. All the modules of Examination Software are made available in Menu options. The options are grouped based on its functionality. Each menu option might throw up individual options or sub menu and each sub menu might throw up individual options or more sub sub-menus. Depending on the access granted to individual users, the options in the menu will be either enabled or disabled and shown in bright colour / gray colour respectively.

Tool bar – This is located below Menu options and is made of group of tool buttons. These buttons are required to perform varying operations such as Add, Edit, Delete, Cancel, Exit, etc.

Status bar - This is located at the bottom of the screen and shows information related to the system and the user. The information displayed in status bar is

1. Current date & running time
2. Name of the form currently using
3. Login user
4. Version of the software

5. Type of operation (add, edit, delete etc) performed currently using a particular module.

General Conventions used in the Examination Software

The main screen will always be shown on the desktop till such time the application (Examination Software) is closed. All the buttons in the Tool Bar remains disabled till such time an option is selected from the Menu.

On selecting an option from the menu, following operations can be performed.

For Data entry screens

- Add button - To Add a new record
- Edit button - To Edit an existing record
- Delete button - To delete a record
- Cancel button - To cancel an operation
- Exit button - To exit from the form

For Report screens

- o Preview button - To Preview the generated report
- o Print button - To Print a report
- o Spool button - To save a report into a specific file name

To Add a record (new entry) [Short Key – F4]

Click the Add button or press the function key (short key) - F4 located on top of the keyboard. Form level description is given separately and at the end of the operation, to save the data press Save button. At any stage, to abandon the transaction carried out so far, press Cancel button.

To Modify an exiting record [Short Key – F5]

Click the Edit button or press the function key (short key) – F5 located on top of the keyboard. On entering the mandatory information / data, other data associated are displayed and depending upon the security features set in the forms, only certain information can be modified. On completing making the necessary modification, to save the data press Save button. At any stage, to abandon the transaction carried out so far, press Cancel button.

To delete an exiting record [Short Key – F7]

Click the Delete button or press the function key (short key) – F7 located on top of the keyboard. On entering the mandatory information / data, other data associated are displayed. At this stage, a message – “Are you sure to delete?” will be displayed. If the response by the user is “Yes”, then the data will be deleted and if the response from the user is “No”, then the data will not be deleted.

CAUTION : Data once deleted cannot be retrieved.

To Preview a report [Short Key – Ctrl + W]

Click the Preview button or press Ctrl and W (without releasing the Ctrl key) to preview reports.

To print a report [Short Key – Ctrl + P]

Click the Print button or press Ctrl and P key (without releasing the Ctrl key). Select the printer from the list of printers available and confirm.

To save a report under a file name [Short Key – Ctrl + O]

Click the Spool button or press Ctrl and O key (without releasing the Ctrl key). User is required to type the file name into which the report generated will be saved.

To cancel an operation [Add, Edit, Delete, Print, etc.]

At any stage of the transaction / report generation, click the Cancel button to cancel / terminate the operations.

Online Context Sensitive Help [Short Key – F1]

Online context sensitive help is provided for all the elements, that has a reference file (master data) for the same. When the cursor is blinking against the appropriate element, pressing the function key F1 invokes the context sensitive help. Initially, the first record displayed in the Help Window is considered by default and hence the blue coloured cursor is positioned on this record. The user can locate the desired help by moving the cursor with the help of navigational keys (up arrow / down arrow / page up / page down). Another easier way of locating the desired help is by typing the first few keys so that the required help is displayed in the Help Window and then using the navigational keys to position the cursor at the required help. Pressing the ENTER key when the blue coloured cursor is positioned on the required help will transfer the corresponding code to the data entry form.

Summary of Short cut keys used in the Examination Software

Short cut key	Functionality
F1	Online Context Sensitive Help
F2	Previous Record in the scrolling
F3	Next Record in the scrolling
F4	Add a new record
F5	Edit an existing record
F6	Save a record
F7	Delete a record
Ctrl + T	Exit
Ctrl + W	Preview
Ctrl + P	Print
Ctrl + O	Spool

The main screen involves different menus

- o **References:** This menu includes degree, subject, center, student, Reason, category.
 - o **Before Examination:** This menu includes exam preparation, application forms generation/ for activation, coding preparation, question preparation indent generation.
 - o **Tabulation/Decoding:** This menu includes absent entry, marks entry, decoding, withheld entry.
 - o **Computation/Closing of exams:** This menu includes result computation, exam closing.
 - o **After Examination:** This menu includes reports generation viz.. result statement, marks card/ledger, result analysis.
 - o **Utility #1:** This menu includes like exam activation, user backup, marks entry(backlog) and many more.
 - o **Utility #2:** This menu includes Data export/import to online and many more.
- Logout:** To logout from TAKSHILA

DEGREE



This screen is used to define regulations of a course / degree. Degree is the most important screen in Takshila as it carries most of the parameters through out the examination process. In this screen user can define degree code, degree name, each examinationwise total subjects, gracing parameters, eligibility criteria, no. of valuation, class criteria and other miscellaneous parameters. Allmost all the screens in takshila contains the degree parameters. User must be very careful in defining the degree parameters as these parameters used in result computation.

- **Degree code** : Enter degree code, maximum length 5.
- **Degree Description** : Enter Degree description, maximum length 100
- **Exam number** : Enter exam number(A to J only), maximum length 1. (Ex: A for First semester, B for Second semester...)
- **Exam Description** : Enter exam Description, maximum length 100 (Ex: First semester...)
- **Next Exam number** : Enter next Exam number, maximum length 1
- **Max. terms to complete the course** : Enter the maximum terms allowed for course completion, Maximum length 2
 - o **Subject**
 - **Total subjects**: Enter total no. of subjects in the current exam, maximum length 2
 - **Min. to pass**: Enter min. no. of subjects to be passed in the current exam, maximum length 2
 - **Subject choice available**: If Checked then subject choice is available
 - **Subject exemption present**: If Checked then subject exemption is available

DEGREE LISTING



SUBJECT ENTRY



Like degree screen subject is also one of the most important screen in takshila. This screen is used to define the subjectwise parameters. Each degree defined in degree screen will have subjects and these subjects details like subject name, maximum marks, theory / practical minimum marks, subject elements, elementwise maximum and minimum marks can be defined in subject screen.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **Subject code:** Enter main subject code, maximum length 4.
- **Subject description:** Enter subject description, maximum length 25.
- **Ex.Sub. code:** Enter existing subject code(if any), maximum length 10.
- **Subject name for marks card:** Enter subject description for marks card, maximum length 40.
- **Short name:** Enter short name, maximum length 5
- **Block no:** Enter Block no in which the subject is grouped, maximum length 1.
- **Max. marks:** Enter maximum marks for the subject, in 999 format
- **Min. marks:** Enter minimum marks to pass in the subject, in 999 format
- **Th. ex. marks:** Enter minimum marks for theory exemption, in 999 format
- **Pr. ex. marks:** Enter minimum marks for practical exemption, in 999 format
- **Mandatory?:** If checked then this subject mandatory.
- **Subsidiary?:** If checked then this is subsidiary subject.
- **Suspend?:** If checked then this subject is suspended.
- **Description:** Enter sub-element description, maximum length 15
- **Short name:** Enter subject short name, maximum length 5
- **Theory?:** If checked then this subject element is Theory.
- **IA / Viva?:** If checked then this subject element is IA.
- **Retain marks?:** If checked then this subject element marks will Retain.

- **Group?:** Enter group, maximum length 1.
- **Max marks:** Enter element maximum marks, in 999 format.
- **Min marks:** Enter element minimum marks, in 999 format.
- **Parent sub:** Enter parent subject for this element, maximum length 4.
- **Mod. marks:** Enter moderation marks for this element, maximum length 2.
- **Grace?:** If checked then this element can be graced.
- **Code no?:** If checked then this element is a coded paper, Theory marks entry will be against code number.
- **Theory min:** Enter min. marks required to pass in theory, in 999 format.
- **Practical min:** Enter min. marks required to pass in practical, in 999 format.
-
-

SUBJECT LISTING



This screen is used to print subject information entered from subject screen. All the parameters defined in the subjects can be printed without selecting the marks card title option. By selecting the same user can print marks card titles with main subject codes. The subject listing will be printed as shown in the next page.

- **Degree code:** Enter degree code, maximum length 5.
- **Starting Exam no:** Enter starting exam number, maximum length 1.
- **Ending Exam no:** Enter ending exam number, maximum length 1.
- **Marks card title only?:** If checked then the marks card title only display.
- **Theory papers only?:** If checked then theory papers only will be displayed
- **Spool file name:** Enter spool file name, maximum length 8.

SUBJECT LISTING REPORT



SUBJECT MAPPING



This screen is used to map the subjects defined for one examination to next consecutive examination. User can map only the optional subjects. Subjects mapped in this screen will be attached to the students during closing of examination. Mapped subject will be attached to the student in the promoted examination automatically.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.

- **Old subject:** Enter old subject
- **New degree:** Enter new degree.
- **New Subject:** Enter new Subject.

EXAMINATION CENTER



This screen is used to define the examination centres. Each examination centre will have an unique centre code.

- **Exam center code:** Enter exam center code, maximum length 4.
- **Exam center name:** Enter exam center name, maximum length 60.
- **Town:** Enter name of the town, maximum length 25.

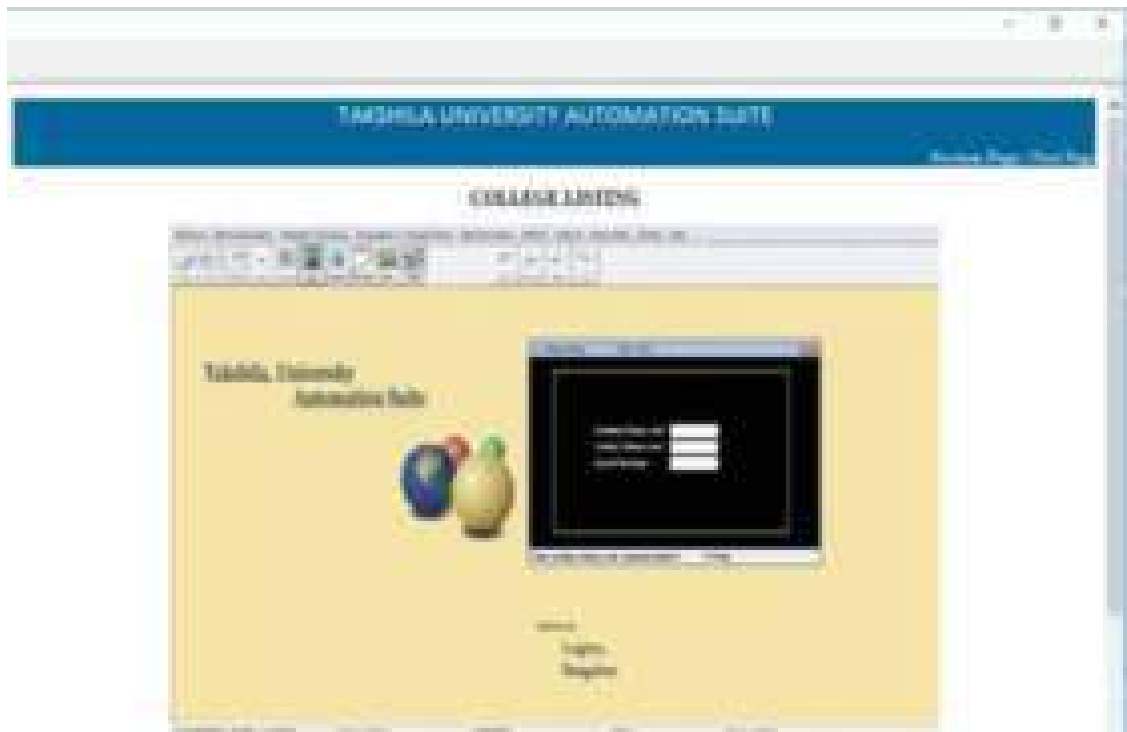
COLLEGE MASTER



This screen is used to create the colleges. While creating the colleges user has to attach the college to theory and practical examination centres. So before creating the college user must create Examination centre first in Exam Centre Screen. In this college screen user has to give some unique code for each college to identify the college easily.

- **College code:** Enter college code, maximum length 4.
- **College name:** Enter college name, maximum length 60.
- **Town:** Enter name of the town, maximum length 25.
- **Address:** Enter address, maximum length 25.
- **Contact name:** Enter contact person name, maximum length 25.
- **Phone:** Enter phone number, maximum length 25.
- **Fax:** Enter fax number, maximum length 25.
- **Th. center code:** Enter theory exam center code, maximum length 4.
- **Pr. center code:** Enter practical exam center code, maximum length 4.

COLLEGE LISTING



This screen is used to print range of colleges information which is entered from college screen. The college details will be printed in the college listing as shown in the next page.

- **Starting College code:** Enter starting college code, maximum length 4.
- **Ending College code:** Enter ending college code, maximum length 4.
- **Spool file name:** Enter spool file name, maximum length 8.

EXAM CENTERWISE COLLEGE LISTING



This screen is used to print the centrewise college list. Each theory and practical examination centres will have their own attached colleges. This list prints the information about each centre and its attached colleges for both theory and practical valuation. The layout of the list is as shown in the next page.

- **Starting exam center code:** Enter starting exam center code, maximum length 4.
- **Ending exam center code:** Enter ending exam center code, maximum length 4.
- **Report type(T/P):** Enter report type (T)theory / (P)practical.
- **Spool file name:** Enter spool file name, maximum length 8.

COLLEGEWISE COURSES OFFERED LIST



This screen is used to print the collegewise courses offered list. To print the same user needs to put the college range in which he needs the courses offered list. The list will be printed as shown in the next page.

- **College code:** Enter starting exam center code, maximum length 4.
- **College code:** Enter ending exam center code, maximum length 4.
- **Spool file name:** Enter spool file name, maximum length 8.

REASON



This screen is used to create miscellaneous descriptions which can be used in many occasions like class declaration, withheld, malpractice, etc., where the class descriptions is referred from reason screen.

- **Reason type:** Enter reason code, maximum length 2.
- **Description:** Enter description for the reason, maximum length 25.
- **Short name:** Enter short name for the reason, maximum length 5.

STUDENT MASTER

The screenshot shows a web application window titled 'TAASHILA UNIVERSITY AUTOMATION SUITE'. Inside, there is a 'STUDENT MASTER' form. The form has a header section with fields for 'Roll no', 'Name', 'College', 'Degree', 'Exam no', 'Medium', 'Student type', 'Hon', 'Date of Birth', 'Father's Name', 'Gender', 'Nationality', 'Regn No', 'Permission No', 'Current Address', 'Ph', and 'Permanent Address'. Below the header is a table with columns for 'Roll no', 'Name', 'College', 'Degree', 'Exam no', 'Medium', 'Student type', 'Hon', 'Date of Birth', 'Father's Name', 'Gender', 'Nationality', 'Regn No', 'Permission No', 'Current Address', 'Ph', and 'Permanent Address'. The table contains several rows of data, some of which are highlighted in yellow.

This screen is used to register the student for the examination.

- **Roll no:** Enter Roll. no, maximum length 8.
- **Name:** Enter Student name, maximum length 40.
- **College:** Enter college code, maximum length 4.
- **Degree:** Enter degree code, maximum length 5.
- **Exam no:** Enter Exam number, maximum length 1.
- **Medium:** Enter medium of writing of student, maximum length 1.
- **Student type:** Enter Student Type like R-regular, P-private, maximum length 1.
- **Hon:** Enter select honours Subject, maximum length 4.
- **Date of Birth:** Enter date of birth, in DD/MM/YYYY format.
- **Father's Name:** Enter student father's name, maximum length 40.
- **Gender:** Enter sex of student 'M' or 'F' only, maximum length 1.
- **Nationality:** Enter student nationality, maximum length 10.
- **Regn No:** Enter Registration No / Enrollment no, maximum length 8.
- **Permission No:** Enter, maximum length 15.
- **Current Address:** Enter current address of the student, maximum length 50.
- **Ph:** Enter Phone number, maximum length 30.
- **Permanent Address:** Enter permanent address of the student, maximum length 50.
- **Ph:** Enter Phone number, maximum length 30.

STUDENT LISTING



- **Starting Roll no:** Enter starting Roll. no, maximum length 8.
- **Ending Roll no:** Enter ending Roll. no, maximum length 8.
- **Spool file name:** Enter spool file name, maximum length 8.

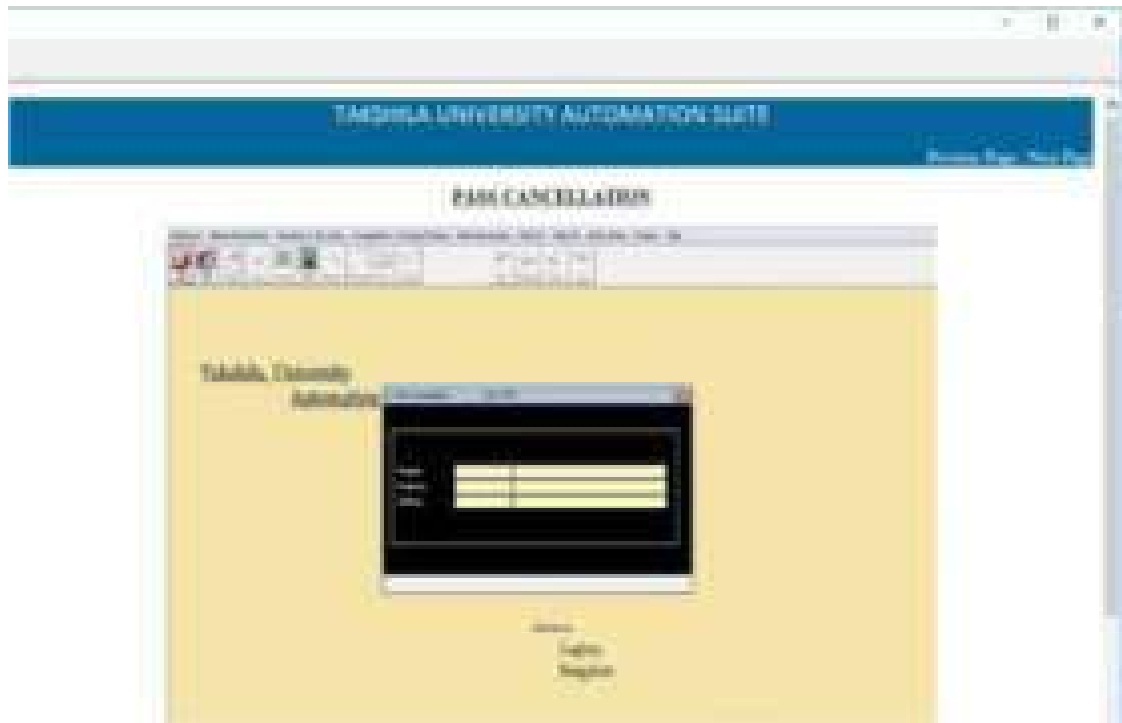
CHECKING IN STUDENT FOR A TEXT



This screen is used to search the student information based on user selected fields. Here user has to enter the field name in which he need to search for information.

- **Text for checking:** Enter text for checking, maximum length 30.
- **Field name:** Select the field name

PASS CANCELLATION



This screen is used to cancel the earlier exams result.

- **Degree:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **Roll no:** Enter Roll no, maximum length 8.

CHANGE ROLL NO



This screen is used to change the Register no. is unique in takshila across the degrees. In case if user wants to change the register no., he needs to put the valid old register no. and new register no. Takshila will replace the old register no. in all possible areas to new register no.

- **Degree:** Enter degree code, maximum length 5.
- **Roll no(O):** Enter old roll no, maximum length 8.
- **Roll no(N):** Enter new Roll no, maximum length 8.

SUBJECT DEGREE UPDATION



- **Degree:** Enter degree code, maximum length 5.
- **Exam no:** Enter Exam no, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Roll no.:** Enter roll no.
- **Name :**Enter name.
- **Sub degree :**Enter subject degree.

STUDENT DIRECT ENTRY



For lateral entry or direct admission to next higher class Takshila needs earlier passed information. In Student screen user cannot register a candidate to other than first year / semester. For this reason user has to use this Student direct entry screen to fill the earlier passed information. If the student is failed in some of the earlier exams then user has to go for the Marks Entry (Backlog) screen.

- **Roll no:** Roll no, maximum length 8.
- **Degree:** Degree code, maximum length 5.
- **Sub Degree:** Enter Sub Degree if exists, maximum length 5.
- **Exam no:** Exam no, maximum length 1.
- **Max marks:** Enter Max marks.
- **Sec marks:** Enter Sec marks.
- **Sec marks:** Enter Sec marks.
- **No. att:** Number of attempts taken to pass in a semester.

CHANGE DEGREE



- **Roll no:** Enter Roll no, maximum length 8.
- **New Degree:** Enter New Degree code to be changed, maximum length 4.

CHANGE SUB DEGREE



- **Roll no:** Enter Roll no, maximum length 8.
- **Sub Degree:** Enter new sub degree to be changed, maximum length 4 .

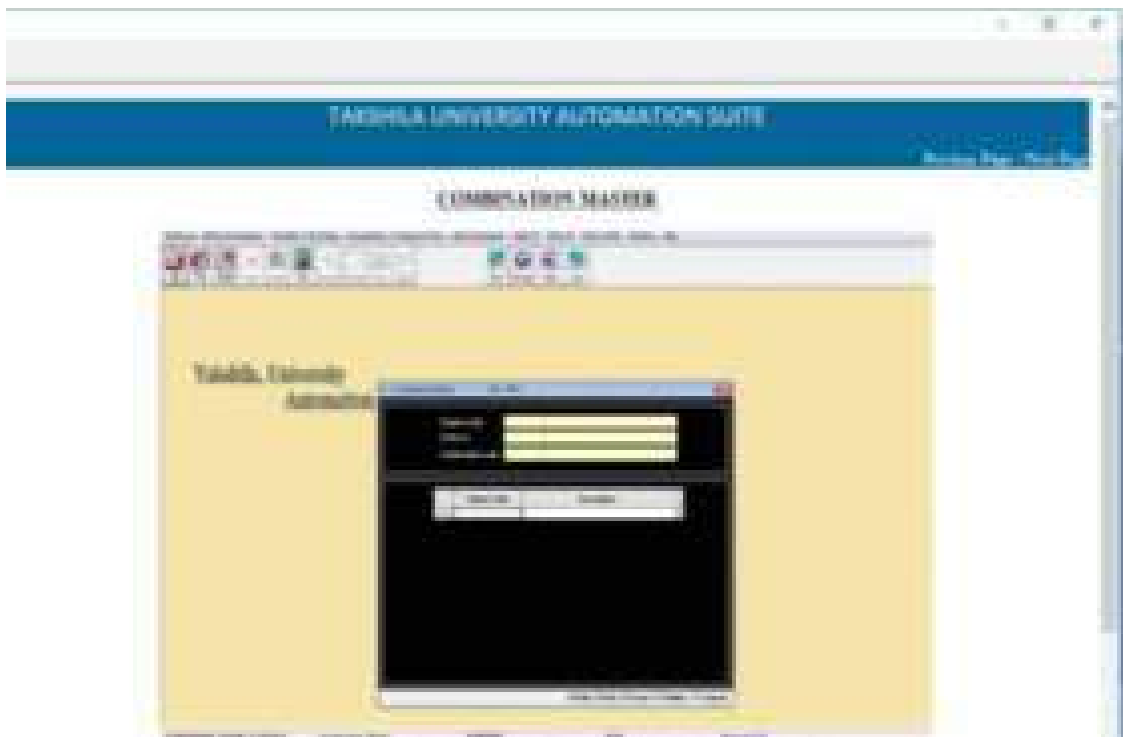
CATEGORY MASTER



This screen is used to create the categories, which in turn used to identify the student to which category he / she belongs to. To create each category user has to enter the category code and description.

- **Category code:** Enter category code, maximum length 8.
- **Description:** Enter description for the category, maximum length 25.

COMBINATION MASTER



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter Exam no, maximum length 1.
- **Combination code:** Enter combination code, maximum length 1.
- **Subject code:** Enter subject code, maximum length 4.

ROLL NUMBER RANGE ENTRY



- **Degree code:** Enter degree code, maximum length 5.
- **College code:** Enter college code, maximum length 4.
- **Combination code:** Enter combination code, maximum length 3.
- **Prefix:** Enter prefix for the reg no to be generated, maximum length 4.
- **Starting range:** Enter the starting range of roll no, maximum length 8.
- **Ending range:** Enter the ending range of roll no, maximum length 8.

IMPORT DATA FROM COLLEGE



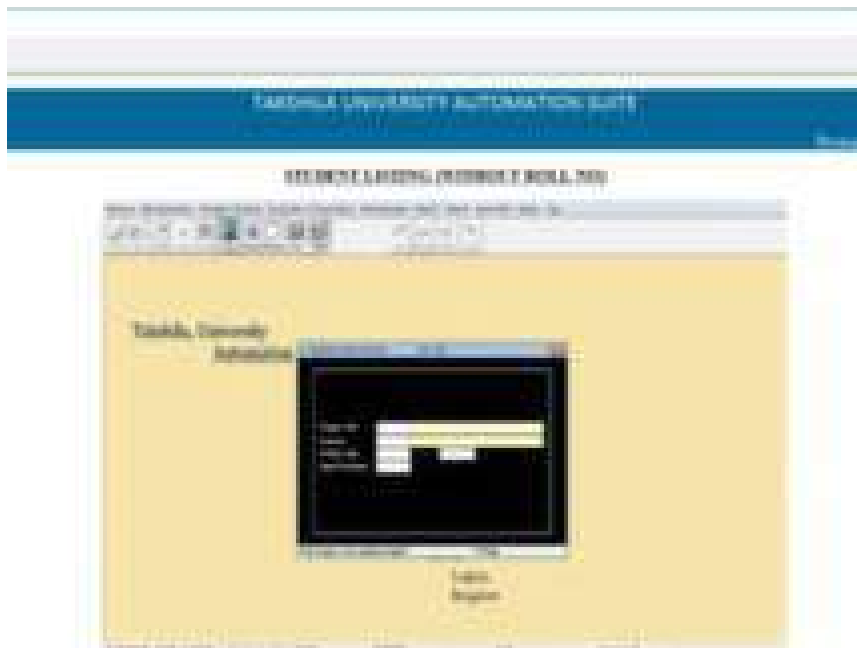
- **Degree code:** Enter degree code, maximum length 5.
- **Year of admission:** Enter admission year, maximum length 4.
- **Year of examination:** Enter examination year, maximum length 4.
- **Mode of examination:** Enter examination mode 1 or 2, maximum length 1.
- **Admission main directory(ex. ADM):** Enter admission main directory(for eg. ADM), maximum length 3.

STUDENT ENTRY (WITHOUT ROLL NO)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam code, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Combination code:** Enter combination code, maximum length 4.
- **Serial no:** auto generated.
- **Registration no.:** Enter registration number(not mandatory), maximum length 15.
- **Name:** Enter name, maximum length 15.
- **Sex:** Enter sex(M-male / F- female), maximum length 1.
- **Caste:** Enter caste, maximum length 2.

STUDENT LISTING (WITHOUT ROLL NO)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam code, maximum length 1.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Spool file name:** Enter spool file name, maximum length 8.

ROLL NUMBER AUTO GENERATION



This screen is used to generate the Coursewise Register No.s Automatically. Based on the combination and register no. range for each college / combination, register no. will be generated for the student admitted for 1st year / sem. To generate the register no. user

has to select the course and examination no. He can give the college range for specific college register no. generation.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.

UPDATION INTO MAIN SYSTEM (MANUAL)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **Year of Examination:** Enter examination year, maximum length 4.
- **Mode of Examination:** Enter examination mode 1 or 2, maximum length 1.
- **Starting college code:** Enter starting college code, maximum length 4.
- **Ending college code:** Enter ending college code, maximum length 4.

UPDATION INTO MAIN SYSTEM (COLLEGE)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **Year of Examination:** Enter examination year, maximum length 4.
- **Mode of Examination:** Enter examination mode 1 or 2, maximum length 1.
- **Starting college code:** Enter starting college code, maximum length 4.
- **Ending college code:** Enter ending college code, maximum length 4.

IMPORT DATA FROM EXCEL SHEET



- **Degree code:** Enter degree code, maximum length 5.
- **College code:** Enter college code, maximum length 5.
- **Year of admission:** Enter admission year, maximum length 4.
- **Year of Examination:** Enter examination year, maximum length 4.
- **Mode of Examination:** Enter examination mode 1 or 2, maximum length 1.
- **Excel sheet path:** Select the excel file path.
- **Sheet name:** Select the sheet name.

IDENTIFY EXAMINATION YEAR / MODE



This Screen is used to identify student for the examination.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Year:** Enter examination year, maximum length 4.
- **Mode:** Enter examination mode 1 or 2, maximum length 1.

IDENTIFY PASS IN EARLIER EXAM



- **Roll no:** Enter roll no, maximum length 8
- **Max marks:** Enter maximum marks for examination, maximum length 4.
- **Max obtained:** Enter marks secured for examination, maximum length 4.
- **Year:** Year of examination, maximum length 4.
- **Exam type:** Select the exam type.
- **Attempts:** Enter no of attempts for examination.

APPLICATION / ADMISSION FORMS



This Screen is used to print the Application form / Admission form / Hall ticket.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam No. range:** Enter exam no., maximum length 6.
- **Exam date:** Enter exam date, maximum length 50.
- **College code range:** Enter from college code, maximum length 4.
- **College code range:** Enter to college code, maximum length 4.
- **Roll no. range:** Enter from roll no., maximum length 8.
- **Roll no. range:** Enter to roll no., maximum length 8.
- **Application no range:** Enter from application no., maximum length 8.
- **Application no range:** Enter to application no., maximum length 8.
- **Flash duplicates warning:** If checked then duplicates warning will be flashed.
- **Fresh application only:** If checked then only fresh applications will be printed
- **Activate students:** If checked then activation of students will be done.
- **Hall ticket/ admit card only:** If checked then only hall ticket will be printed.
- **Application only:** If checked then only applications will be printed.
- **Fee details:**
 - **Theory:** Enter fee amount for theory
 - **Practical:** Enter fee amount for practical.
 - **MC:** Enter fee amount for marks card.
 - **Total:** Enter total fee amount.
- **Update appearing information**

CANDIDATE LIST (FOR COLLEGE)



This screen is used to print the candidate list which is to be sent to the college for examination and other fee collection. The list will appear as follows

- **Degree code:** Enter degree code, maximum length 5
- **Exam No. range:** Enter exam no, maximum length 6
- **College code:** Enter from college code, maximum length 4.
- **College code:** Enter to college code, maximum length 4.
- **Roll no:** Enter from roll no, maximum length 8.
- **Roll no:** Enter to roll no, maximum length 8.
- **Year of examination:** Enter year of examination, maximum length 4.
- **Mode of examination:** Enter Mode of examination(1/2), maximum length 4.
- **Examination period:** Enter exam date, maximum length 30.
- **Active students only:** Click or press space bar for active students only.
- **Enter marks card fee:** Enter marks card fee, maximum length 3.
- **Student count only:** Click or press space bar for active students only.
- **Extra line gap required:** Click or press space bar if extra line gap required.
- **Spool file name:** Enter spool file name, maximum length 5.

ACTIVATE / DEACTIVATE STUDENTS



This Screen is used to activate / deactivate the students. If the student is not filled the application form then the student may be deactivated.

- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **College code:** Enter college code, maximum length 4.
- **Activate / Deactivate all?:** Select to activate or deactivate all the students at a time.

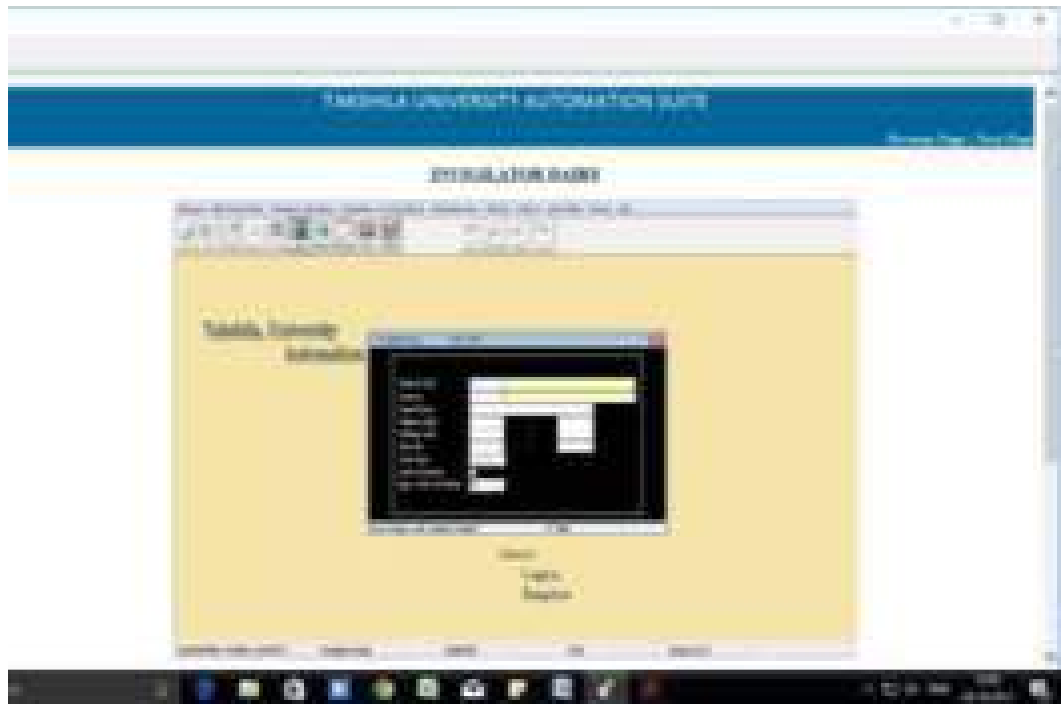
COLLEGEWISE STUDENT LIST



This screen is used to print the collegewise student list. Using this screen user can generate two types of lists. Collegewise student list with subjects taken list and Collegewise Student list with marks card no. The list will be generated as shown in the next page.

- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Reg no:** Enter starting reg no, maximum length 8.
- **Reg no:** Enter ending reg no, maximum length 8.
- **Report type(S/M):** Enter S or M(S-Subjectwise / M-Markscardwise), maximum length 8.
- **Active students:** Click or press space bar for active students only
- **Branchwise list:** Click or press space bar for Branchwise list
- **Spool file name:** Enter the spool file name.

INVIGILATOR DAIRY

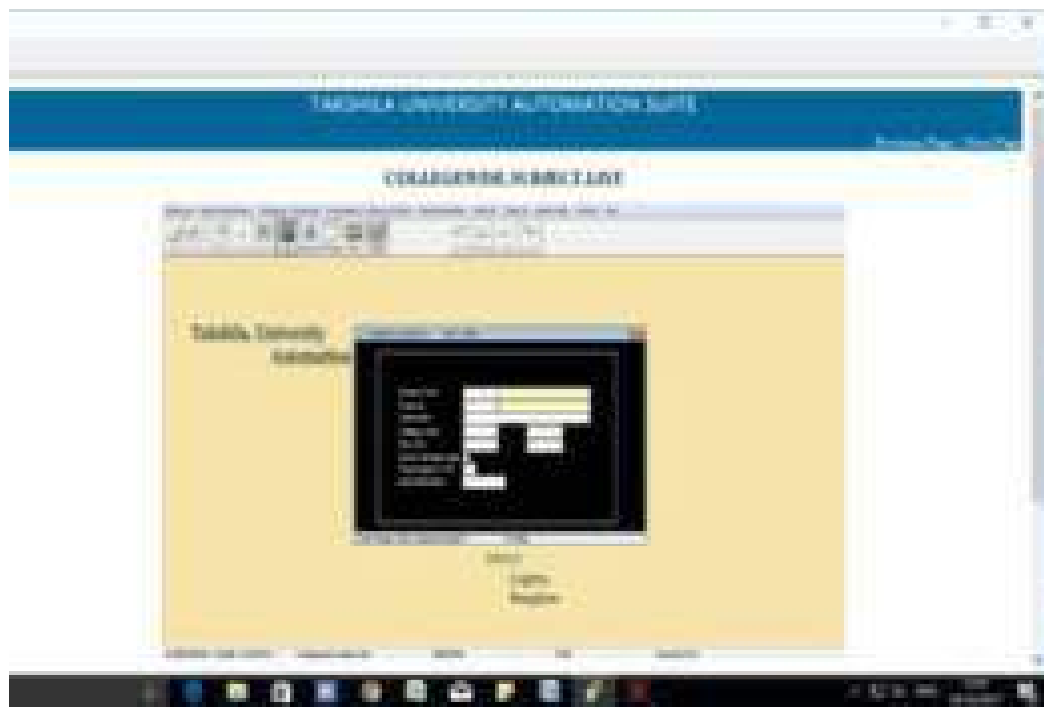


This Screen is used to print the invigilator dairy as shown in the next page.

- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **College code:** Enter starting college code, maximum length 4.
- **Exam period:** Enter, maximum length 50.
- **Subject code:** Enter starting subject code, maximum length 5.
- **Subject code:** Enter ending subject code, maximum length 5.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.

- **Reg no:** Enter, maximum length 8.
- **Reg no:** Enter, maximum length 8.
- **Exam date:** Enter date.
- **Active students:** Click or press space bar for active students only
- **Appx. stud. per room:** Enter approximate students per room.

COLLEGEWISE SUBJECT LIST



- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **Exam date:** Enter exam date.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Reg no:** Enter, maximum length 8.
- **Reg no:** Enter, maximum length 8.
- **Active students:** Click or press space bar for active students only
- **Report type(T/P):** Enter Report type ([T]heory / [P]ractical), maximum length 1.
- **Spool file name:** Enter spool file name, maximum length 8.

EXAM CENTERWISE SUBJECT LIST



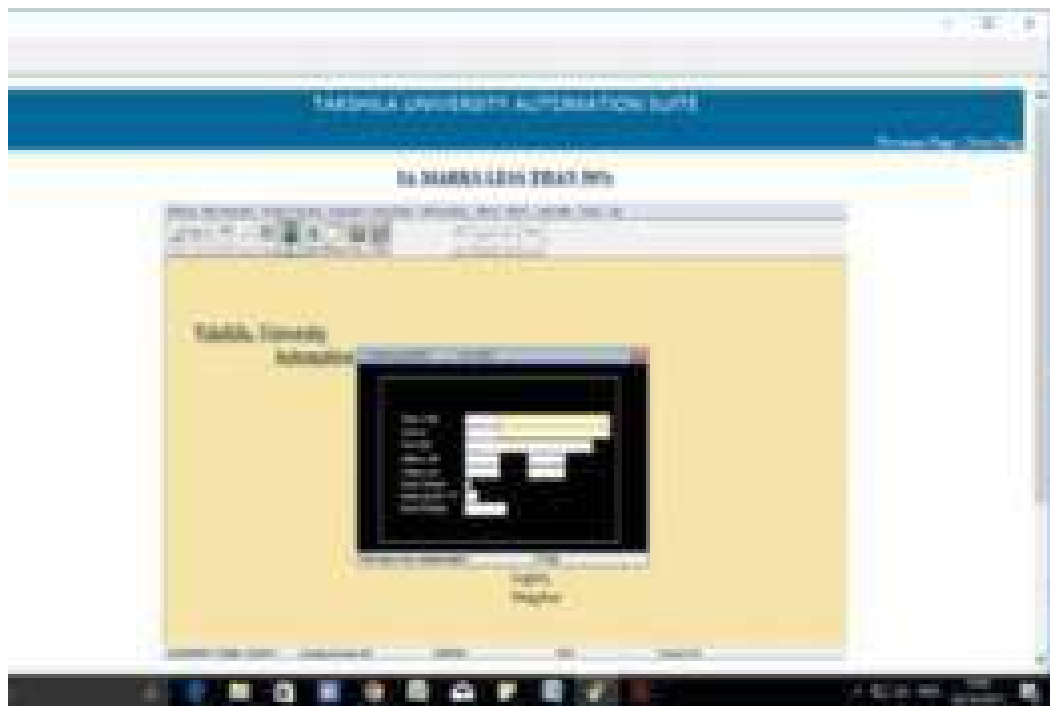
- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **Exam date:** Enter exam date.
- **Exam center:** Enter starting exam center, maximum length 4.
- **Exam center:** Enter ending exam center, maximum length 4.
- **Active students:** Click or press space bar for active students only
- **Report type(T/P):** Enter Report type ([T]heory / [P]ractical), maximum length 1.
- **Spool file name:** Enter spool file name, maximum length 8.

LIST OF STUDENTS FOR A GIVEN SUBJECT



- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 6
- **Exam date:** Enter exam date.
- **From Subject:** Enter, maximum length 5.
- **To Subject:** Enter, maximum length 5.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Active students:** Click or press space bar for active students only
- **Current exam subjects only:** If checked then only current exam subjects will be considered.
- **University exams only:** If checked then only university exams will be considered.
- **Theory only:** If checked then only theory subjects will be considered.
- **Excel format:** If checked then report will be in excel format.
- **Split report:** If checked then split report
- **Datewise report:** If checked then datewise report

IA MARKS LESS THAN 50%



- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter starting subject code, maximum length 5.
- **Subject code:** Enter ending subject code, maximum length 5.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Active students:** Click or press space bar for active students only
- **Report type(T/P):** Enter Report type ([T]heory / [P]ractical), maximum length 1.
- **Spool file name:** Enter spool file name, maximum length 8.

CANDIDATE LIST FOR COLLEGE(EXAM RANGE)



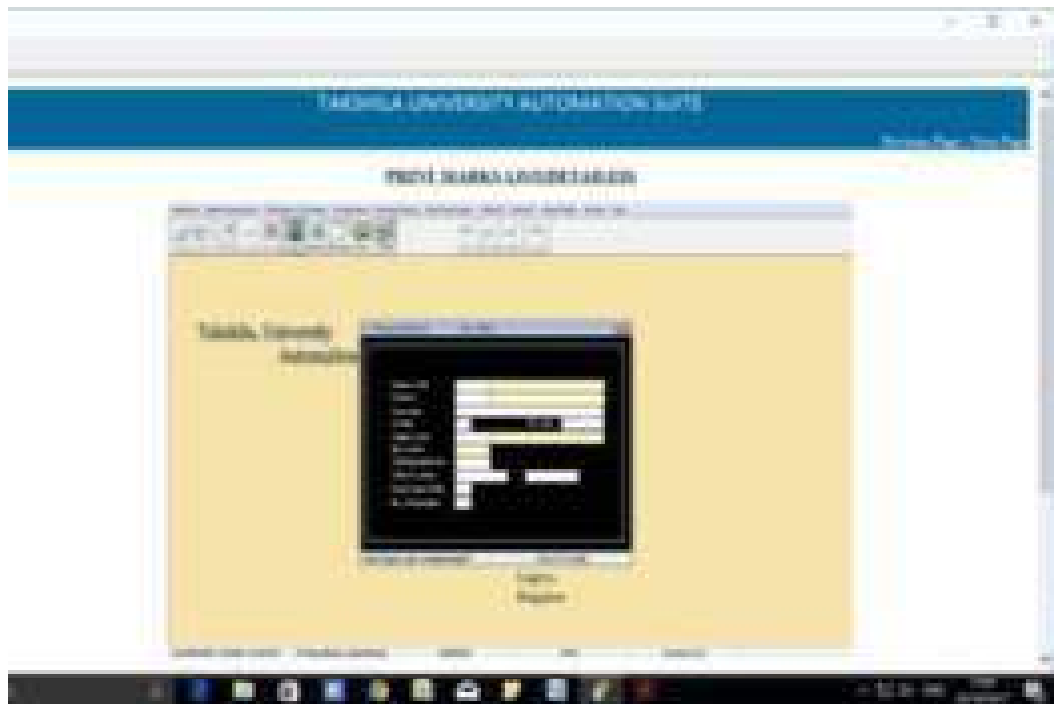
- **Degree code:** Enter degree code, maximum length 5.
- **Exam range:** Enter exam no, maximum length 10
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Roll no:** Enter starting roll no, maximum length 8.
- **Roll no:** Enter ending roll no, maximum length 8.
- **Year of examination:** Enter year of examination, maximum length 4.
- **Mode of examination:** Enter mode of examination(1/2), maximum length 1.
- **Examination period:** Enter exam date, maximum length 30.
- **Activate students:** Click or press space bar for active students only
- **Fee details:**
 - **Theory:** Enter fee amount for theory.
 - **Practical:** Enter fee amount for practical.
 - **MC:** Enter fee amount for marks card.
 - **Total:** Enter total fee amount.

PRINT CODE NUMBER ON STICKER(Q. P. CODE)



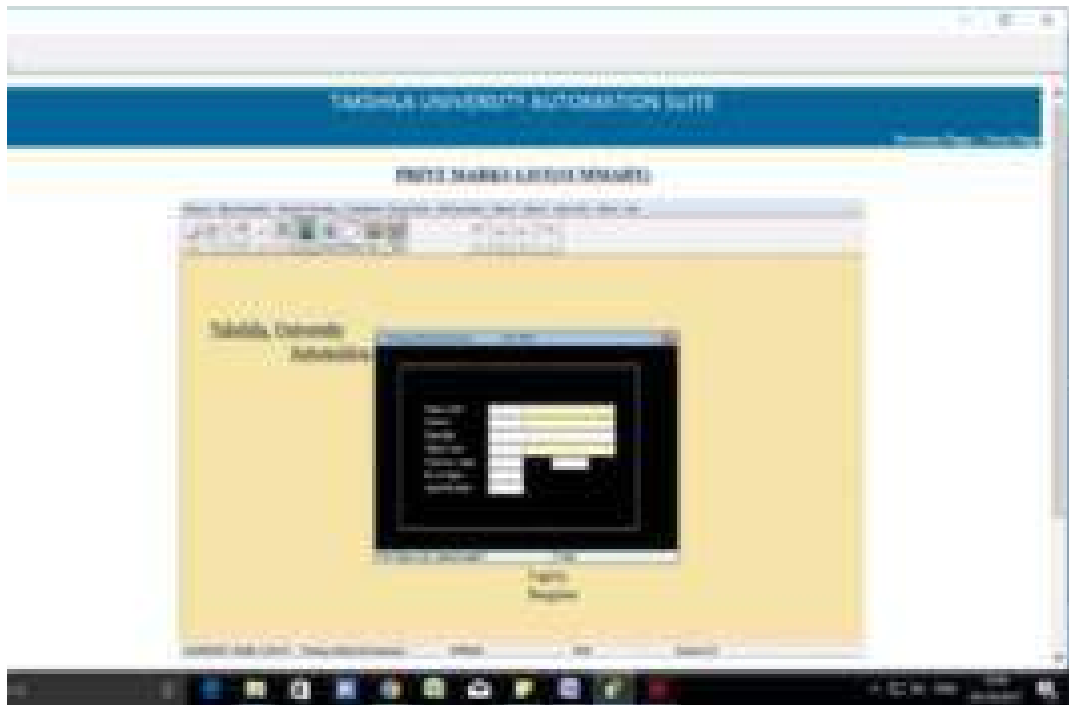
- **Enter Q.P.code:** Enter Q.P code, maximum length 7.
- **Enter No. of scripts / pkt:** Enter No. of scripts / pkt, maximum length 2.
- **Enter No. of scripts:** Enter no. of scripts, maximum length 5.
- **Enter packet range:** Enter packet range, maximum length 4.
- **[L]p / [D]mp:** Enter 'L' for Line printer / 'D' for dot matrix printer, maximum length 1.
- **H - Horz., V - Vert.:** Enter H - Horizontal, V - vertical, maximum length 1.

PRINT MARKS LIST(DETAILED)



- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter subject code, maximum length 5.
- **Faculty:** Enter faculty code, maximum length 2.
- **PG Code:** Enter PG code, maximum length 5.
- **Subject code:** Enter subject code, maximum length 5.
- **Starting packet no:** Enter packet no, maximum length 4.
- **Code no. range:** Enter end code no, maximum length 5.
- **Report type(S/M):** Enter report type(S-single/M-multiple), maximum length 1.
- **No. of questions:** Enter no. of marks columns required for the multiple marks

PRINT MARKS LIST(SUMMARY)



- **Degree code:** Enter degree code, maximum length 5
- **Exam No:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no. range:** Enter starting packet no, maximum length 4.
- **Packet no. range:** Enter ending packet no, maximum length 4.
- **No.of copies.:** Enter no of copies, maximum length 4.
- **Spool file name:** Enter spool file name, maximum length 8.

IA / VIVA /PRACTICAL MARKS LIST



- **Degree code:** Enter degree code, maximum length 5
- **Exam no:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter subject code, maximum length 5.
- **Active students only?:** If checked then active students only.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Reg no. range:** Enter from reg no, maximum length 8.
- **Reg no. range:** Enter to reg no, maximum length 8.
- **Theory?:** Select, for theory list.
- **IA?:** Select, for IA list.
- **Viva?:** Select, for Viva list.

IA MARKS ENTRY FORMAT (COLLEGE SPECIFIC)



- **Degree code:** Enter degree code, maximum length 5
- **Exam no:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter subject code, maximum length 5.
- **Active students only?:** Select, for only active students.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Reg no. range:** Enter from reg no, maximum length 8.
- **Reg no. range:** Enter to reg no, maximum length 8.
- **No of columns:** Enter U-UG, P-PG, maximum length 8.

REMOVE MARK LIST (DETAILED)



This Screen is used to remove the marks list which is already printed for tabulation purpose.

- **Degree code:** Enter degree code, maximum length 5
- **Exam no:** Enter exam no, maximum length 1
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no:** Enter packet no, maximum length 4.
- **Are you sure?:** Select, if sure.

PRINT CODE NUMBER ON STICKER(Q. P. CODE)



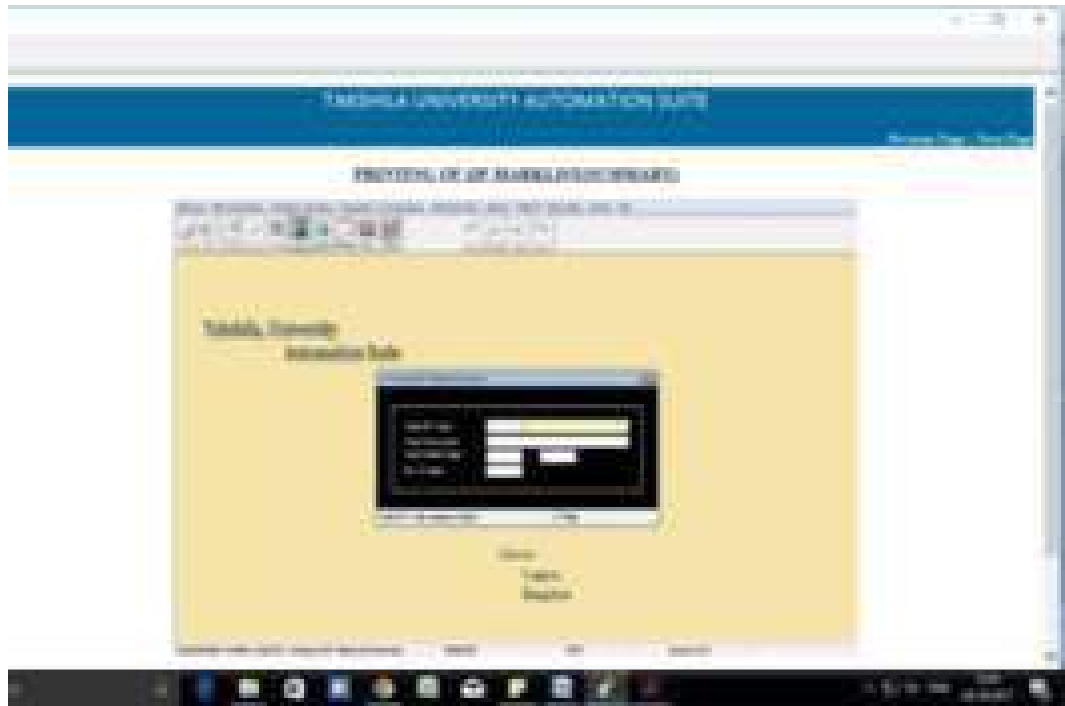
- **Enter Q.P.code:** Enter Q.P code, maximum length 7.
- **Enter No. of scripts / pkt:** Enter No. of scripts / pkt, maximum length 2.
- **Enter No. of scripts:** Enter no. of scripts, maximum length 5.
- **Enter packet range:** Enter packet range, maximum length 4.
- **[L]p / [D]mp:** Enter 'L' for Line printer / 'D' for dot matrix printer, maximum length 1.
- **H - Horz., V - Vert.:** Enter H - Horizontal, V - vertical, maximum length 1.

QP MARKS LIST



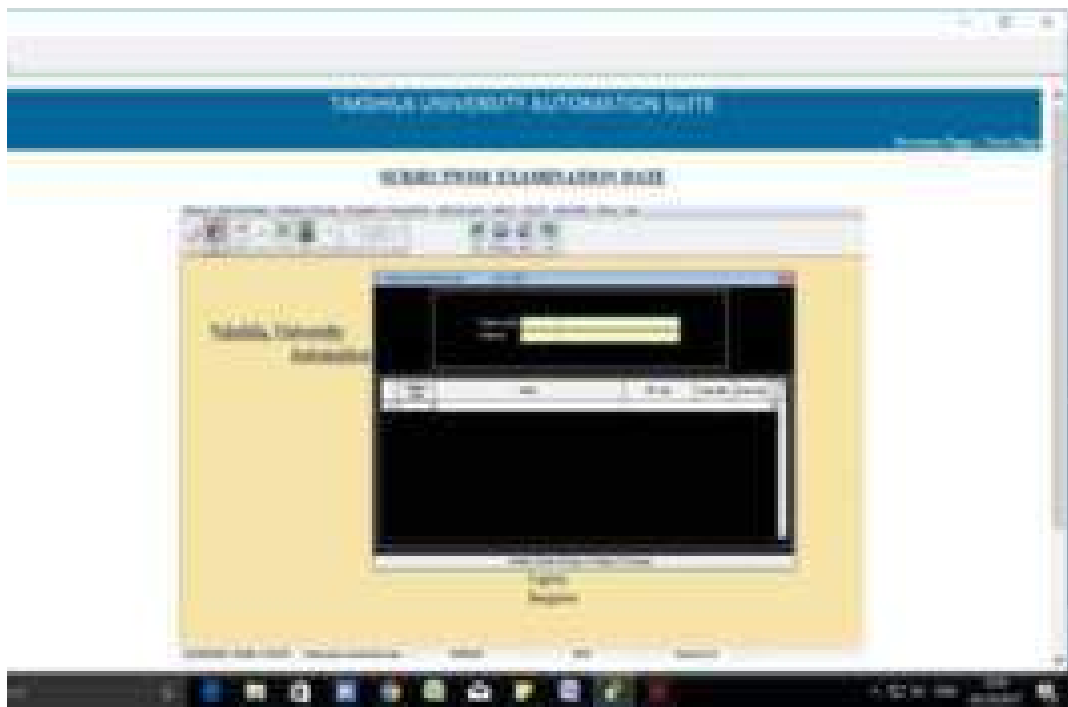
- **Enter Q.P.code:** Enter Q.P code, maximum length 7.
- **Enter Exam period:** Enter exam date, maximum length 50.
- **Enter No. of scripts / pkt:** Enter no. of scripts / packet, maximum length 2.
- **Enter No. of scripts:** Enter no. of scripts, maximum length 5.
- **Enter packet range:** Enter packet range, maximum length 4.
- **No of valuations:** Enter no. of valuations, maximum length 1.
- **[S]ingle / [M]ultiple:** Enter report type, S - single, M - multiple, maximum length 1.
- **No of questions:** Enter no of questions, maximum length 1.

PRINTING OF QP MARKLIST(SUMMARY)



- **Enter Q.P code:** Enter Q.P code, maximum length 7.
- **Enter Exam period:** Enter exam date, maximum length 50.
- **Enter packet range:** Enter packet range, maximum length 4.
- **No. of copies:** Enter no. of copies.

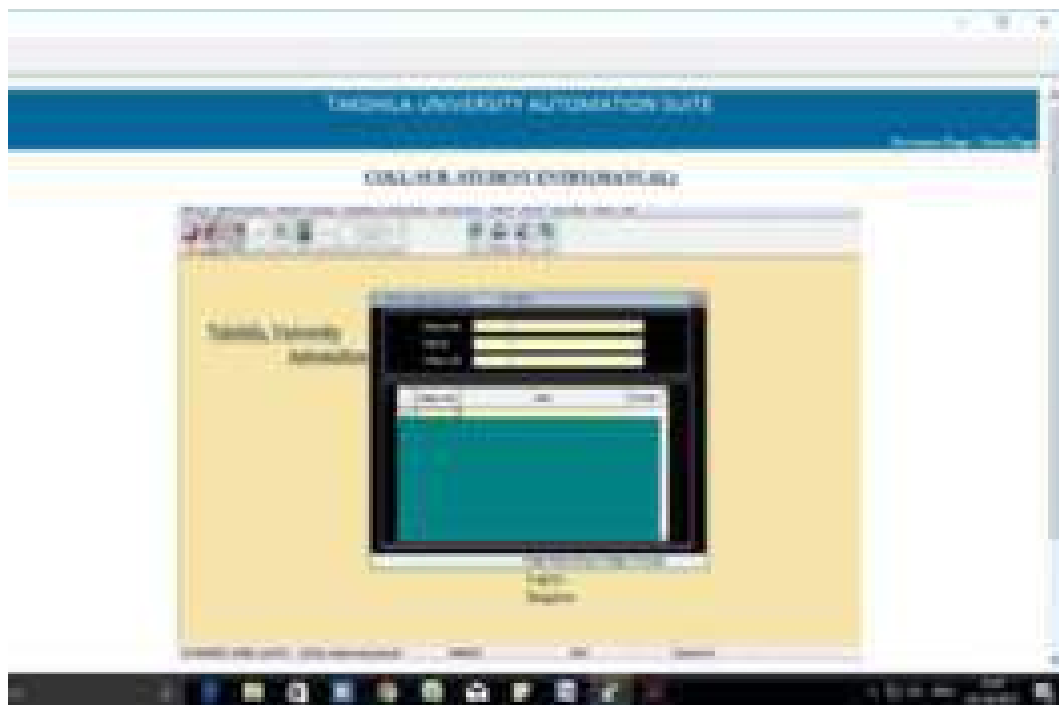
SUBJECTWISE EXAMINATION DATE



This Screen is used to fix the Question Paper code, Examination Date and Time.

- **Degree:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **QP code:** Enter QP code, maximum length 4.
- **Exam Date:** Enter exam date, in DD/MM/YYYY.
- **Exam time:** Enter exam time, maximum length 2.

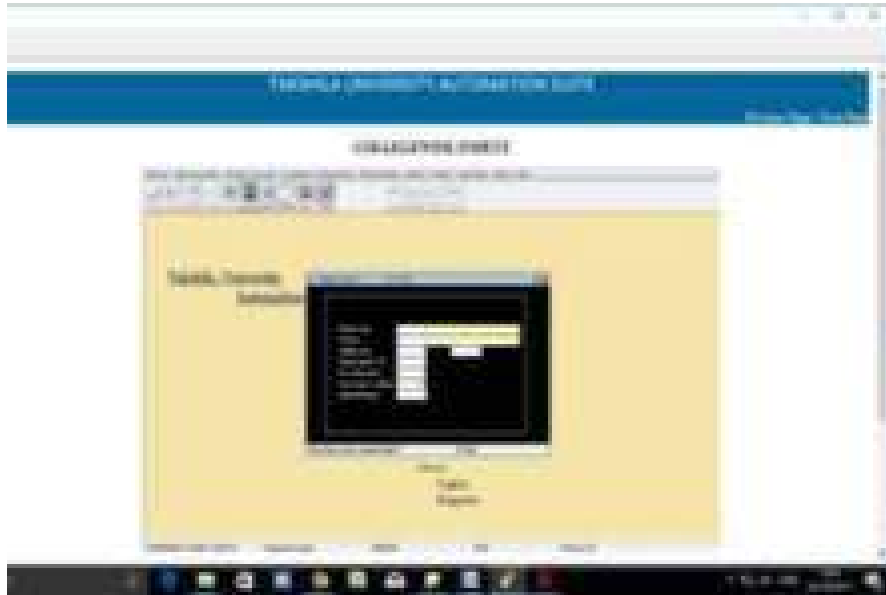
COLL/SUB. STUDENT ENTRY(MANUAL)



This screen is used to enter the Collegewise / Subjectwise Students count for the question paper indent and time table preparation.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Tot. stud.:** Enter total no of students, maximum length 6.

COLLEGEWISE INDENT



This screen is used print the Collegewise question paper indent. Using this screen user can print any no. of copies per college.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Report type(D/P):** Enter D-Datewise, P-Paperwise, maximum length 1.
- **No. of line space:** Enter no of lines required(default 1), maximum length 1
- **Extra copies / college:** Enter no of extra copies required for college.
- **Spool file name:** Enter spool file name, maximum length 8.

PAPERWISE INDENT



This screen is used print the Subjectwise / Paperwise question paper indent. Using this screen user can print any no. of copies per college.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **No. of line space:** Enter no of lines required(default 1), maximum length 1
- **Extra copies / college:**Enter no of extra copies required for college.
- **Spool file name:** Enter spool file name, maximum length 8.

TOTAL INDENT



This screen is used to print the total question paper indent for a given range of colleges and for a given range of examination dates.

- **Degree code:** Enter degree code, maximum length 5.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Date range:** Enter.
- **Date range:** Enter end date (dd/mm/yyyy).
- **Report type(D/P):** Enter D-Datewise, P-Paperwise, maximum length 1.
- **No. of line space:** Enter no of lines required(default 1), maximum length 1
- **Extra copies / college:**Enter no of extra copies required for college.
- **Spool file name:** Enter spool file name, maximum length 8.

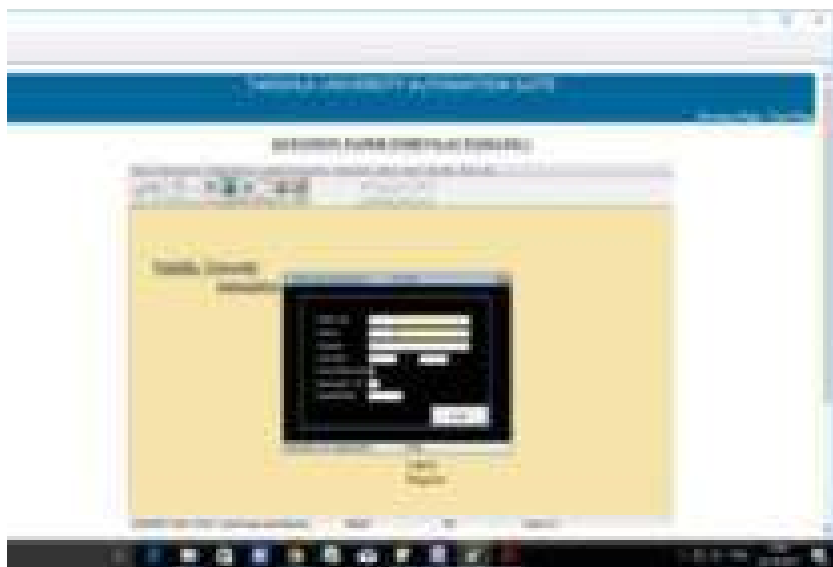
QUESTION PAPER PACKING MATRIX



This screen is used to print the question paper packing matrix for a given range of colleges and for a given range of examination dates.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **College code:** Enter starting college code, maximum length 4.
- **College code:** Enter ending college code, maximum length 4.
- **Extra copies / college:** Enter no of extra copies required for college.
- **Date range:** Enter.
- **Date range:** Enter end date (dd/mm/yyyy).
- **Spool file name:** Enter spool file name, maximum length 8.

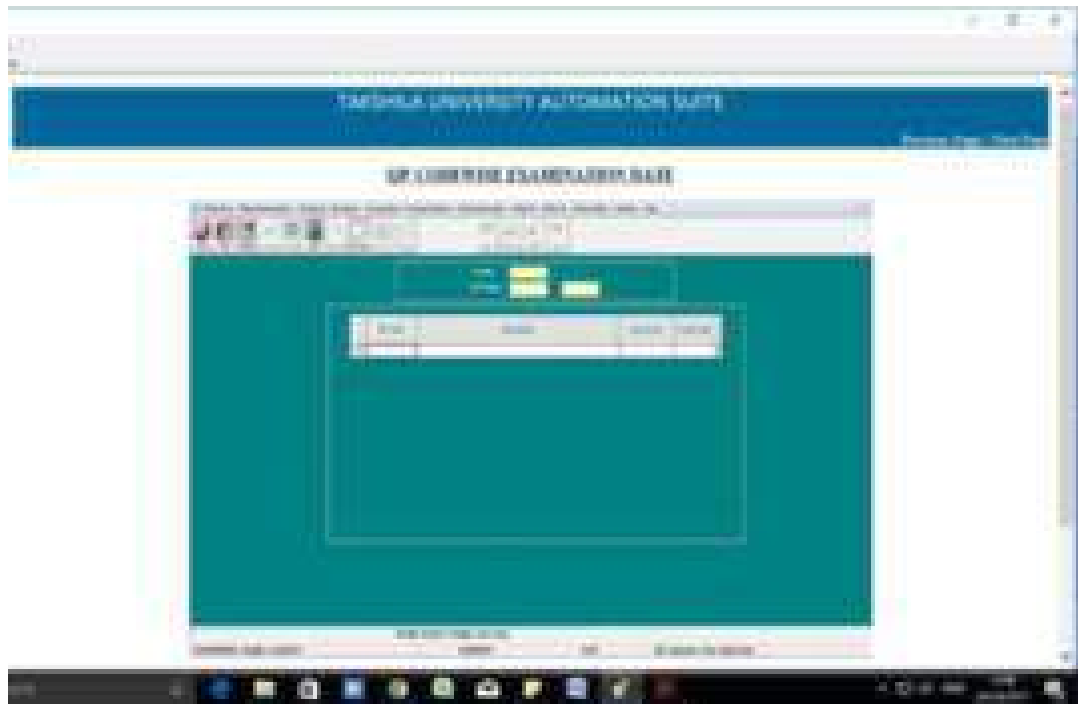
QUESTION PAPER INDENT(AUTOMATIC)



This screen is used to print the question paper indent based on the total no. of students sitting for the examination automatically.

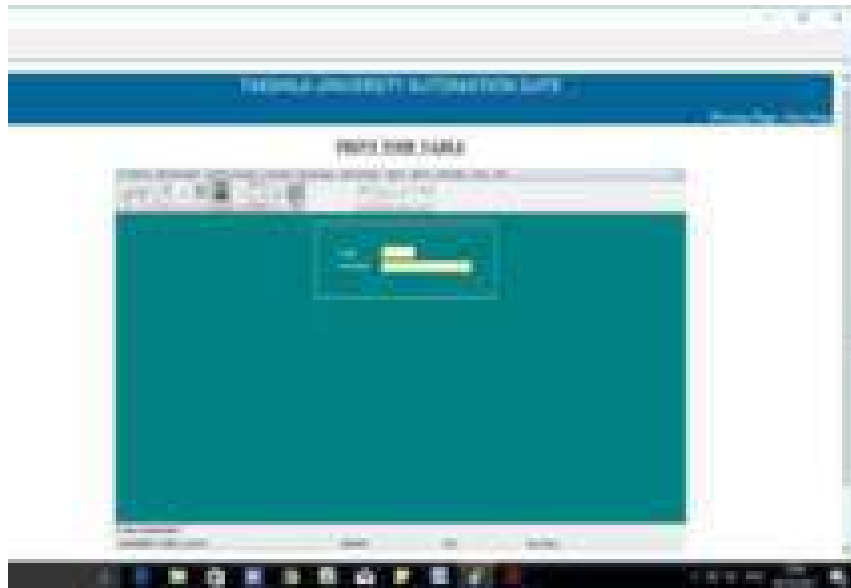
- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam no, maximum length 1.
- **Exam date:** Enter exam date, maximum length 50.
- **Exam center:** Enter starting exam center, maximum length 4.
- **Exam center:** Enter ending exam center, maximum length 4.
- **Active students only:** Click or press space bar for active students only
- **Report type(T/P):**Enter report type([T]heory/[P]ractical).
- **Spool file name:** Enter spool file name, maximum length 8.

QP CODEWISE EXAMINATION DATE



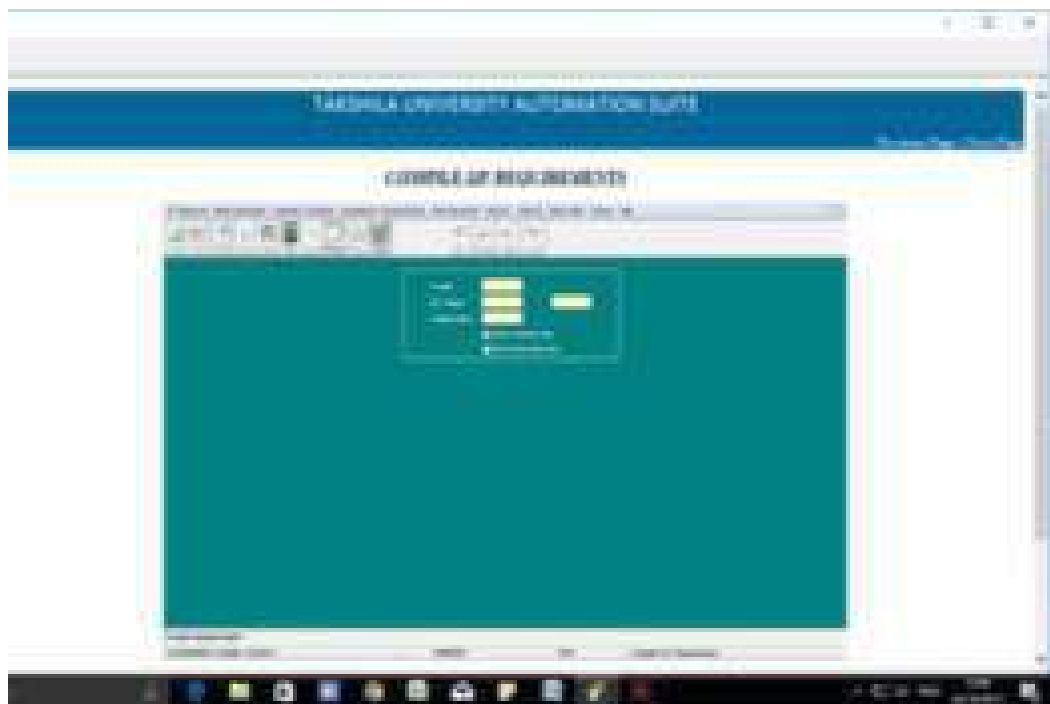
- **Faculty:** Faculty, Press F1 for help, maximum length 2.
- **QP range:** From QP code, Press F1 for help, maximum length 7.
- **QP range:** To QP code, Press F1 for help, maximum length 7.
- **QP ocde:** Enter QP code, maximum length 7.
- **Description:** Enter Subject name.
- **Exam date:** Enter exam date.
- **Exam time:** Enter exam time.

PRINT TIME TABLE



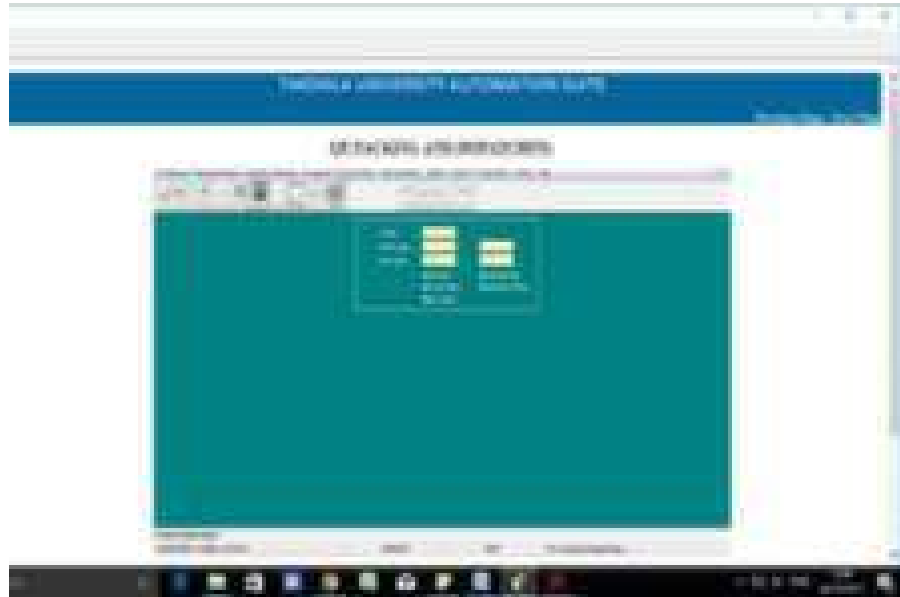
- **Faculty:** Faculty, maximum length 5.
- **Exam range:** Exam range, maximum length 10.

COMPILE QP REQUIREMENTS



- **Faculty:** Faculty, maximum length 3.
- **Q.P. range:** From Q.P. code, maximum length 7.
- **Q.P. range:** To Q.P. code, maximum length 7.
- **College copies:** College copies, maximum length 7.
- **Active students only:** Select, for active students only.
- **Reset all previous data:** Select, to reset all previous data.

QP PACKING AND DISPATCHING



- **Faculty:** Enter the faculty, maximum length 3.
- **Centre range:** Enter from Q.P. code, maximum length 7.
- **Date range:** Enter date.
- **Packing:** Select, for packing.
- **Despatching:** Select, for despatching.
- **Total indent:** Select, for total indent.
- **Despatching sticker:** Select, for despatching sticker.
- **For center:** Select, for center.

ABSENT ENTRY



This screen is used to enter the absents details for a given course / college / subject. For the results processing either we should have marks or the absent details. In this screen user can add absent details or remove the absent details if necessary.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no:** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **College code:** Enter college code, maximum length 4.
- **Roll no.:** Enter Register number, maximum length 8.

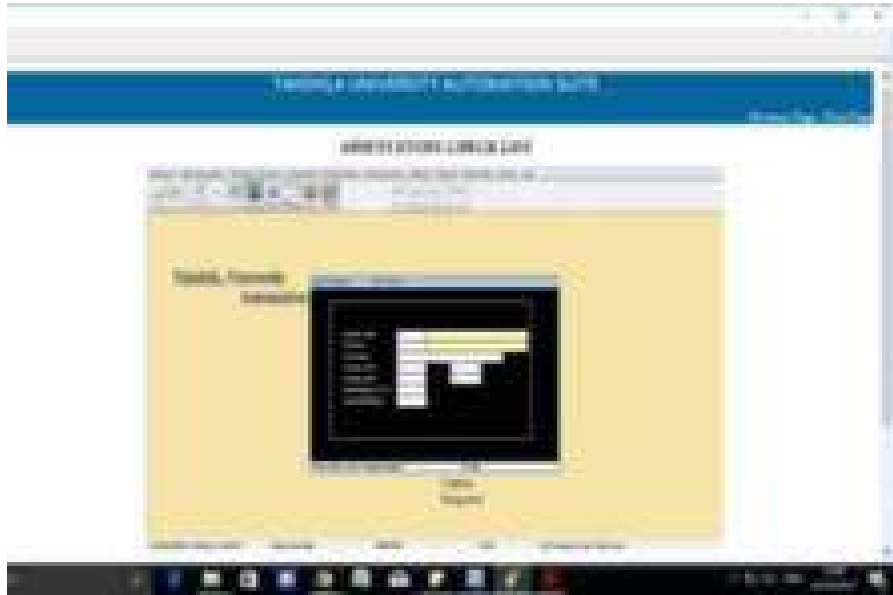
ABSENT ENTRY (REG. NO. WISE)



This screen is used to enter the absents details for a given Register No.. For the results processing either we should have marks or the absent details. In this screen user can add absent details or remove the absent details for a given student if necessary.

- **Degree code:** Degree, Maximum length 5.
- **Exam code:** Exam number, maximum length 1.
- **Roll no.:** Register number, maximum length 8.
- **College code:** Enter college code, maximum length 4.
- **Subject code:** Enter subject code, maximum length 5.

ABSENT ENTRY CHECK LIST



This screen is used to print the checklist of absents for cross verification. This checklist can be used to identify any mismatch of absents vs marks details.

- **Degree code:** Enter Degree, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Exam date:** Enter exam date, maximum length 50.
- **Subject code:** Enter starting subject code, maximum length 5.
- **College code:** Enter starting college code, maximum length 4.
- **Report type (S/C):** Enter report type S - subject order / C - college order.
- **Spool file name:** Enter spool file name, maximum length 8.

SUBJECT NOT APPEARING



This screen is used to enter the not appearing students information. Some student may opt for not to take some of the subjects due to various reasons. In this case user can feed the details in prior to the examinations.

- **Degree code:** Enter degree, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Roll no.:** Enter roll no., maximum length 8.
- **Subject code:** Enter subject code, maximum length 5.

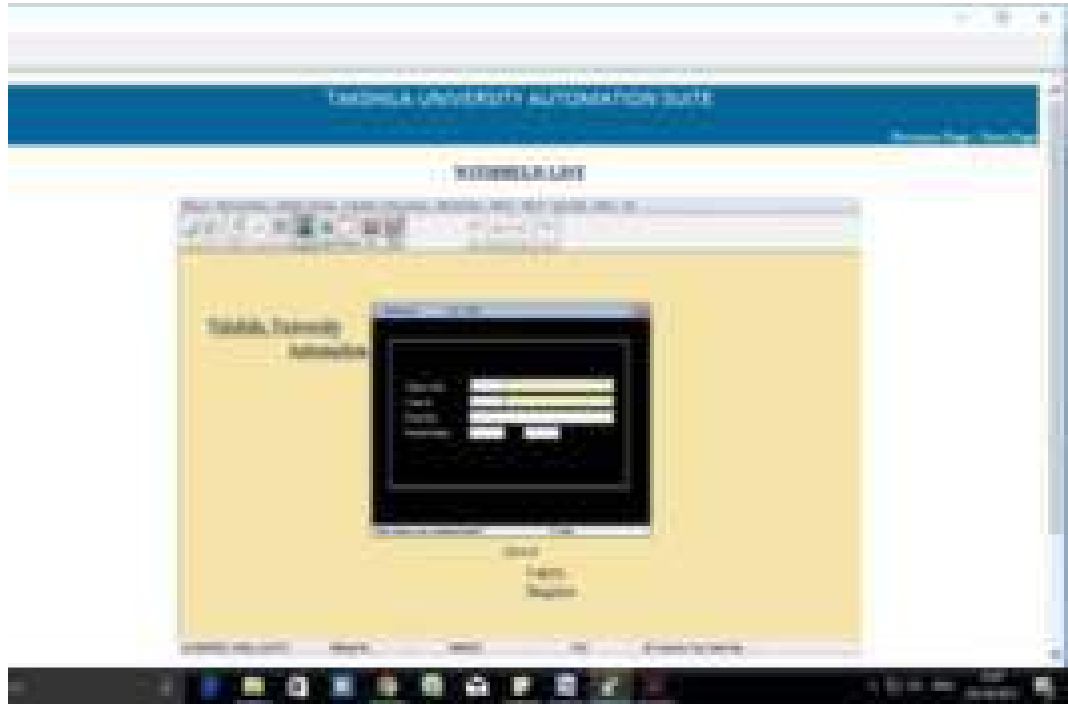
WITHHELD ENTRY



This screen is used to enter the withheld information. Once the student is kept under withheld, result will not be processed for that student until and when the withheld is cleared. Withheld students marks details will not be displayed in any documents like ledger / marks card.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College code:** Enter college code, maximum length 4.
- **Roll no.:** Enter roll no., maximum length 8.
- **Reason:** Enter reason code, maximum length 2.
- **Description:** Enter reason description, maximum length 25.
- **Remarks:** Enter remarks, maximum length 50.

WITHHELD LIST



This screen is used to print the withheld list for a given degree / exam no.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Exam date:** Enter exam date, maximum length 50.
- **Reson range:** Enter, maximum length 4.

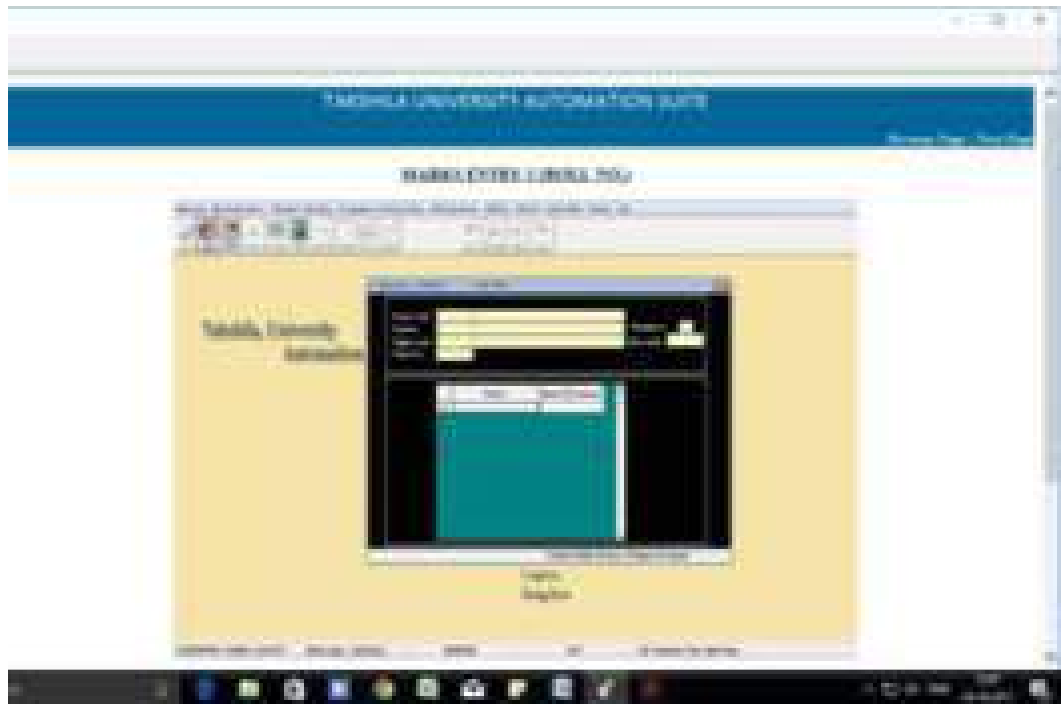
MARKS ENTRY-1 (ROLL NO.)



This screen is used to enter the marks details for a given degree / exam no / subject / valuation / packet / Register No. This screen is used only for entering the marks details for a given paper which is not identified as coded paper. Ex: internal assessment / viva / practical marks. Chief can opt for single entry /double entry of marks based on the requirement. In case of double entry system two users must have to enter the same marks twice. Modification of marks is not possible once the marks is entered and saved. Users who have administrator previlagous can modify the marks using Marks modification Screen.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Valuation no.:** Enter, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no.:** Packet number, maximum length 4.
- **Roll no.:** Enter register number, maximum length 8.
- **Marks (1):** Enter marks maximum (20) / enter -2 for absent.

MARKS ENTRY-2 (ROLL NO.)



This screen is used to enter the marks details for a given degree / exam no / subject / valuation / packet / Register No. This screen is used only for entering the marks details for a given paper which is not identified as coded paper. Ex: internal assessment / viva / practical marks. Chief can opt for single entry /double entry of marks based on the requirement. In case of double entry system two users must have to enter the same marks twice. Modification of marks is not possible once the marks is entered and saved. Users who have administrator previlagous can modify the marks using Marks modification Screen.

- **Degree code:** Enter degree code, maximum length 5.

- **Exam no. :** Enter exam number, maximum length 1.
- **Valuation no. :** Enter, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no. :** Packet number, maximum length 4.
- **Roll no. :** Enter register number, maximum length 8.
- **Marks (2):** Enter marks maximum (20) / enter -2 for absent.

MARKS ENTRY-1 (CODE NO.)



This screen is used to enter the marks details for a given degree / exam no / subject / valuation / packet / Code No. This screen is used only for entering the marks details for a given paper which is identified as coded paper. Ex: Theory marks. Chief can opt for single entry /double entry of marks based on the requirement. In case of double entry system two users must have to enter the same marks twice. Modification of marks is not possible once the marks is entered and saved. Users who have administrator previlagous can modify the marks using Marks modification Screen.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Valuation no. :** Enter, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Code number:** Enter code, maximum length 5.
- **Packet no. :** Enter packet number, maximum length 4.

MARKS ENTRY-2 (CODE NO.)



This screen is used to enter the marks details for a given degree / exam no / subject / valuation / packet / Code No. This screen is used only for entering the marks details for a given paper which is identified as coded paper. Ex: Theory marks. Chief can opt for single entry /double entry of marks based on the requirement. In case of double entry system two users must have to enter the same marks twice. Modification of marks is not possible once the marks is entered and saved. Users who have administrator previlagous can modify the marks using Marks modification Screen.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Valuation no. :** Enter, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Code number:** Enter code, maximum length 5.
- **Packet no. :** Enter packet number, maximum length 4.

MARKS ENTRY-1 (QP CODE WISE)



- **Q.P. code:** Enter Q.P. code, maximum length 7.
- **Packet:** Enter packet number, maximum length 4.
- **Valuation:** Enter valuation number, maximum length 1.
- **Max. marks:** Subject maximum marks.
- **Code number:** Answerbook code number.
- **Marks:** Enter marks.

MARKS ENTRY-2 (QP CODE WISE)



- **Q.P. code:** Q.P. code, maximum length 7.
- **Packet:** Enter packet number, maximum length 4.
- **Valuation:** Enter valuation number, maximum length 1.
- **Max. marks:** Subject maximum marks.
- **Code number:** Answerbook code number.
- **Marks:** Enter marks.

MARKS ENTRY DETAILED (QP CODE WISE)

The screenshot shows a web application interface for 'TAMSALE UNIVERSITY AUTOMATION (LITE)'. The main heading is 'MARKS ENTRY DETAILED (QP CODE WISE)'. Below this, there is a form with several input fields and a table. The fields include 'Q.P. CODE', 'PACKET', 'VALUATION', 'MAX. MARKS', 'CODE NUMBER', and 'MARKS'. The table has columns for 'Q.P. CODE', 'PACKET', 'VALUATION', 'MAX. MARKS', 'CODE NUMBER', and 'MARKS'. The table is currently empty.

- **Q.P. code:** Q.P. code, maximum length 7.
- **Packet:** Enter packet number, maximum length 4.
- **Valuation:** Enter valuation number, maximum length 1.
- **Max. marks:** Subject maximum marks.
- **Code number:** Answerbook code number.
- **Marks:** Enter marks.

FREEZE MARKS (QP CODE WISE)

The screenshot shows a web application interface for 'TAMSALE UNIVERSITY AUTOMATION (LITE)'. The main heading is 'FREEZE MARKS (QP CODE WISE)'. Below this, there is a form with several input fields and a table. The fields include 'Q.P. CODE', 'PACKET', 'VALUATION', 'MAX. MARKS', 'CODE NUMBER', and 'FREEZE?'. The table has columns for 'Q.P. CODE', 'PACKET', 'VALUATION', 'MAX. MARKS', 'CODE NUMBER', and 'FREEZE?'. The table is currently empty.

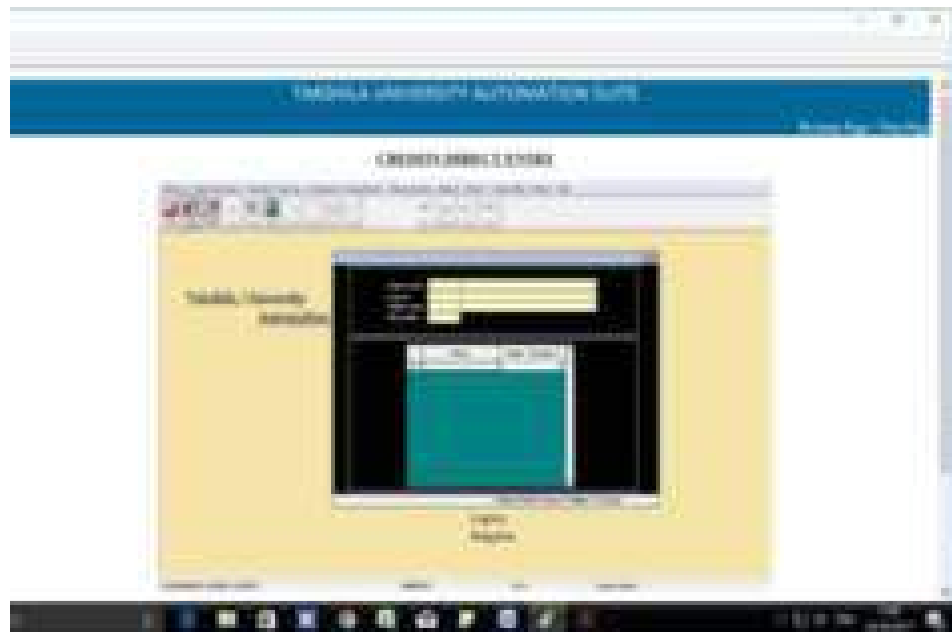
- **Q.P. code:** Q.P. code, maximum length 7.
- **Valuation:** Enter valuation number, maximum length 1.
- **Packet:** Enter packet number, maximum length 4.
- **Freeze? :** If checked then packet will be freed.

GRADES ENTRY (ROLL. WISE)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Valuation no. :** Enter, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no. :** Enter Packet number, maximum length 4.
- **Roll no. :** Enter register number, maximum length 8.
- **Marks (2) :** Enter marks max (20) / Enter -2 for absent.

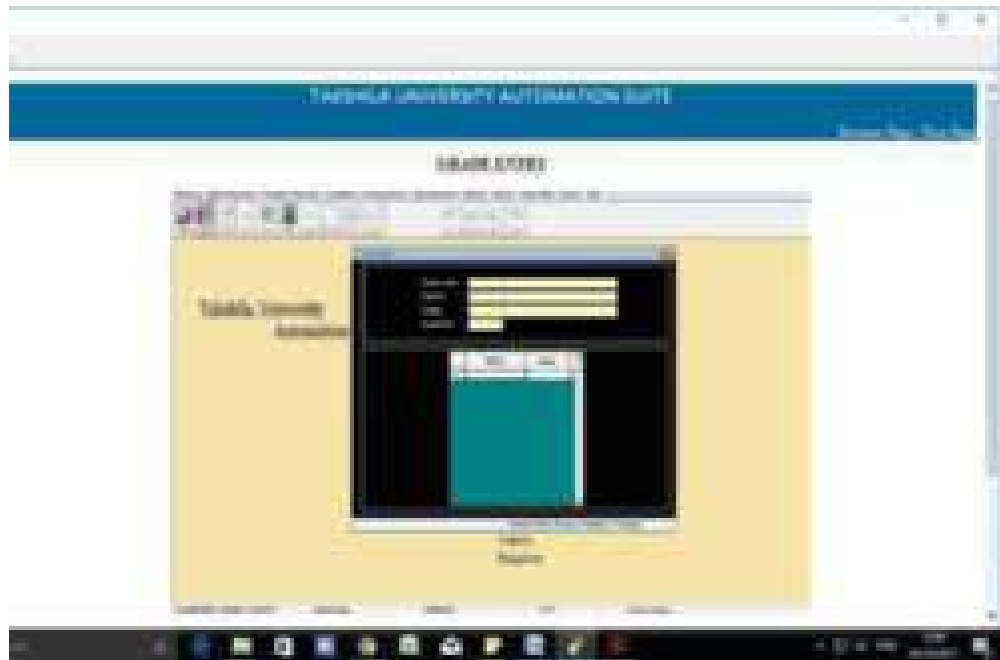
CREDITS DIRECT ENTRY



This screen is used to enter the credits directly without any calculations. For some subjects valuator will give credits instead of marks, in such cases credits can be entered using this screen.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Roll no. :** Enter register number, maximum length 8.
- **Credits:** Enter credits max (0) / enter -2 for absent.

GRADE ENTRY



This screen is used to enter the grades directly without any calculations. For some subjects valuator will give grades instead of marks, in such cases grade can be entered using this screen. The grade entered from this screen will not be considered for any calculation of results and this information will be used for marks card printing.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College:** Enter grade description no., maximum length 4.
- **Grade desc. :** Enter, maximum length 4.
- **Roll no. :** Enter register number, maximum length 8.
- **Grade:** Enter grade.

MARKS MODIFICATION



This screen is used to modify the marks for a given register no. / Code no. and for a given subject. All the modifications will be recorded for security reasons. User must have to give the old marks details for modification.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Packet no. :** Enter packet no. (max 9999), maximum length 4.
- **Entry mode (1/2) :** Enter entry mode 1 or 2, maximum length 1.
- **Valuation no. :** Enter Valuation no. (1-5, R or D), maximum length 1.
- **Roll no. :** Enter register number, maximum length 8.
- **Old marks:** Enter old marks, maximum length 6.
- **New marks:** Enter new marks, maximum length 6.

REGISTER NUMBER / CODE ENTRY



This screen is used for decoding purpose. User has to enter the register no. against the code no. by looking at the code slips. Unless the decoding is done results will not be processed.

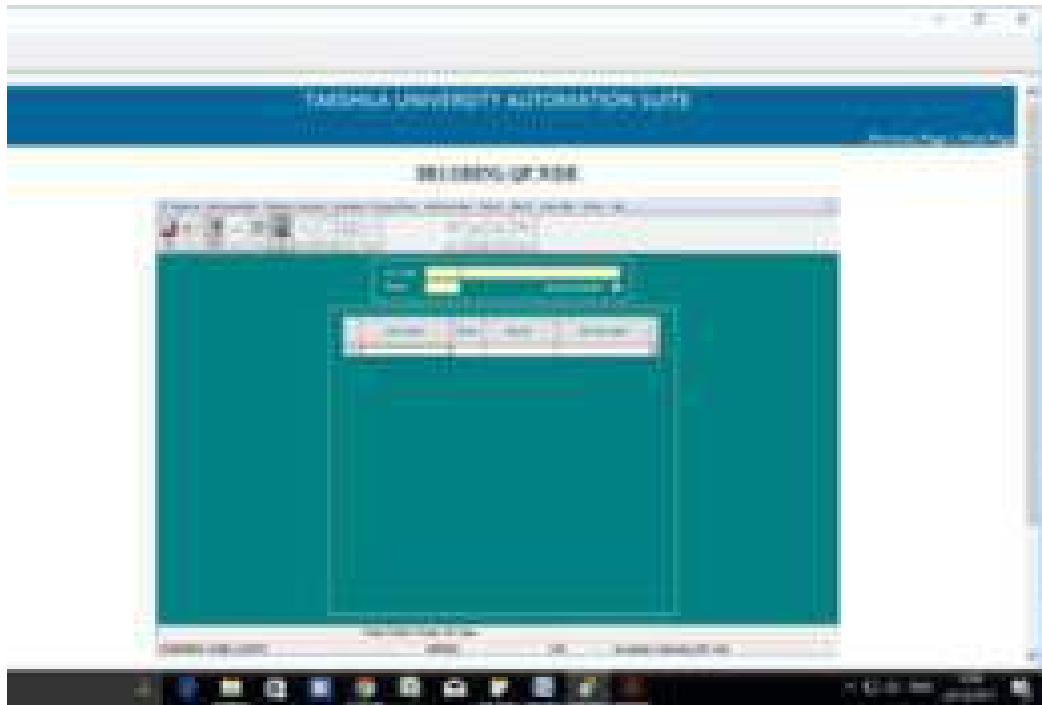
- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Code number:** Enter code, maximum length 4.
- **Packet:** Enter packet number, maximum length 4.
- **Roll no. :** Enter register number, maximum length 8.

REGISTER NUMBER / CODE ENTRY(NEW ENTRY)



- * **Degree code:** Enter degree code, maximum length 5.
- * **Exam no. :** Enter exam number, maximum length 1.
- * **Subject code:** Enter subject code, maximum length 5.
- * **Code number:** Enter code, maximum length 4.
- * **Packet:** Enter packet number, maximum length 4.
- * **Decode on reg. no.?** : If checked then decoding will be on register number.
- * **Code number:** Enter code number, maximum length 11.
- * **Chk.no. :** Enter check number, maximum length 2.
- * **Roll no. :** Enter register number, maximum length 8.
- * **Old code number:** Enter old code number, maximum length 11.

DECODING QP WISE



- * **Q.P code:** Q.P code, maximum length 7.
- * **Packet:** Packet, maximum length 4.
- * **Decode on reg. no.?** : If checked then Decoding will be on register no.
- * **Code number:** Answerbook code number.
- * **Chk. no. :** For validation (right-off Two characters from code number).
- * **Reg. no. :** Enter register number, maximum length 8.
- * **Old code number:** Enter old code number.

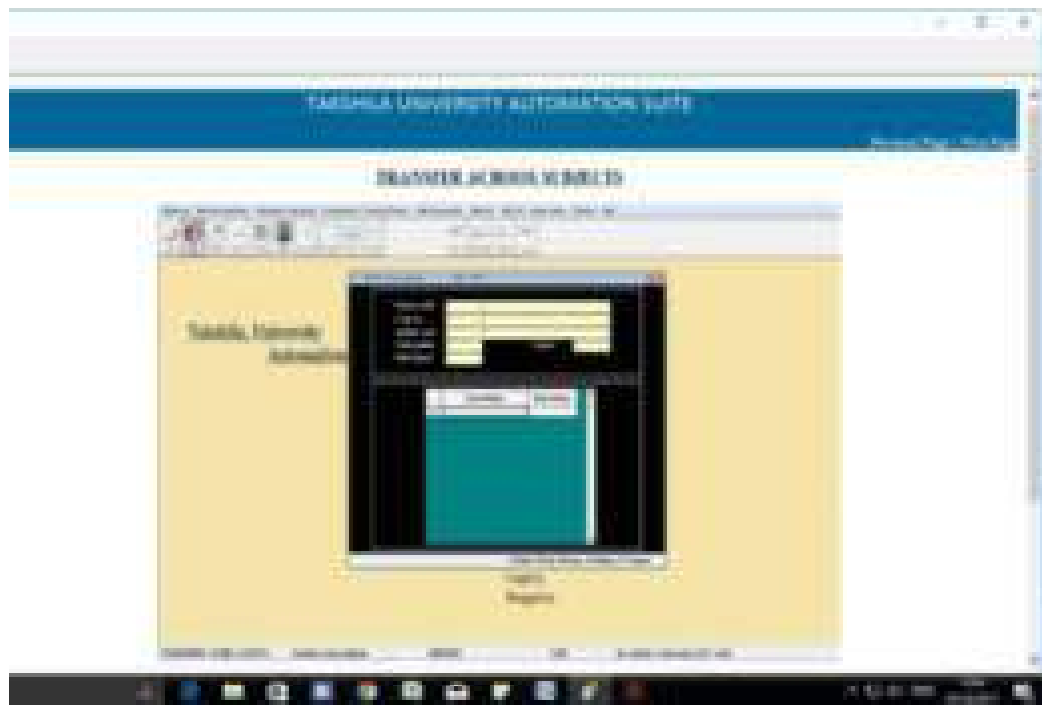
ROLL NO. / CODE CHECK LIST



This screen is used to print the decoding checklist for verification purpose. In case of mismatch in decoding slips, checklist can be used for verification.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter starting subject code, maximum length 5.
- **Subject code:** Enter ending subject code, maximum length 5.
- **Packet no. :** Enter starting packet number, maximum length 4.
- **Packet no. :** Enter ending packet number, maximum length 4.
- **Spool file name:** Enter spool file name, maximum length 8.

TRANSFER ACROSS SUBJECTS



This screen is used to transfer the decoded details of one subject to another.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Code number:** Enter code, maximum length 4.
- **Packet:** Enter packet number, maximum length 4.
- **New degree:** Enter new degree, maximum length 5.
- **Code number:** Answerbook code number.
- **New subject:** Enter new subject code.

CODES NOT YET LINKED STATEMENT



This screen is used to print the code no.s which are not yet linked with the register no.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Spool file name:** Enter spool file name, maximum length 8.

EXEMPTED REGISTER NO. ENTRY



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter subject code, maximum length 5.
- **Code number:** Enter code, maximum length 4.
- **Packet:** Enter packet number, maximum length 4.
- **Code number:** Enter code number, maximum length 11.
- **Roll no. :** Enter roll no., maximum length 8.

PACKETS STATISTICS



This screen is used to print the packetwise statistics. Using this list user can able to identify unidentified / mismatched code slips.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code:** Enter starting subject code, maximum length 5.
- **Subject code:** Enter ending subject code, maximum length 5.
- **Not decoded packets only? :** If checked than not decoded packets will display.
- **Spool file name:** Enter spool name, maximum length 8.

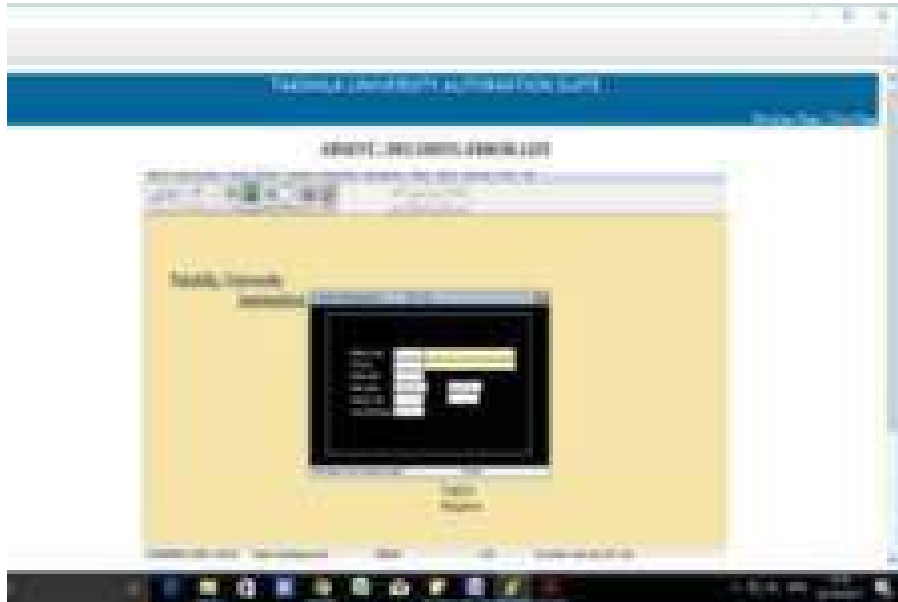
AUTO DECODING FOR RT



This screen is used to decode the coding slips automatically which are went for retotaling. This screen minimises the headache of decoding after the retotaling.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.

ABSENT / DECODING ERROR LIST



This screen is used to print the code no. details for which decoding has done and the same register no. is kept under absent. using this error list absent / decode errors can be resolved.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Report type:** Enter report type (ABS / DCD), maximum length 3.
- **Date range:** Enter end date (dd/mm/yyyy).
- **Subject code:** Enter starting subject code, maximum length 5.
- **Subject code:** Enter ending subject code, maximum length 5.
- **Spool file name:** Enter spool name, maximum length 8.

RESULT COMPUTATION[ALL]



This screen is used to compute the results for a given degree / exam no. Takshila will allow the users to compute all the students result for the first time. Unless and untill the full results are computed using this screen for once user cannot compute a single student result. While computing the results takshila will invoke so many messages depending on the integrity of the data, mismatches etc. Based on the messages user has to solve the errors. Once all the errors are cleared results will be computed. Takshila will consider the students who are active, not in withheld, sitting for the current examination and their marks card is not printed.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter the roll number (starting roll number to ending roll number).
- **Suppress missing marks:** Enter option to use dynamic / flat sql for computation.

RESULT COMPUTATION[SELECTED] SCREEN



This screen is used to compute the results for a given degree / exam no / student range. Takshila will allow the users to compute all the students result for the first time. Unless and untill the full results are computed using this screen for once user cannot compute a single student result. While computing the results takshila will invoke so many messages depending on the integrity of the data, mismatches etc. Based on the messages user has to solve the errors. Once all the errors are cleared results will be computed. Takshila will consider the students who are active, not in withheld, sitting for the current examination and their marks card is not printed.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter the roll number, maximum length 8.
- **Suppress missing marks:** Enter option to use dynamic / flat sql for computation.

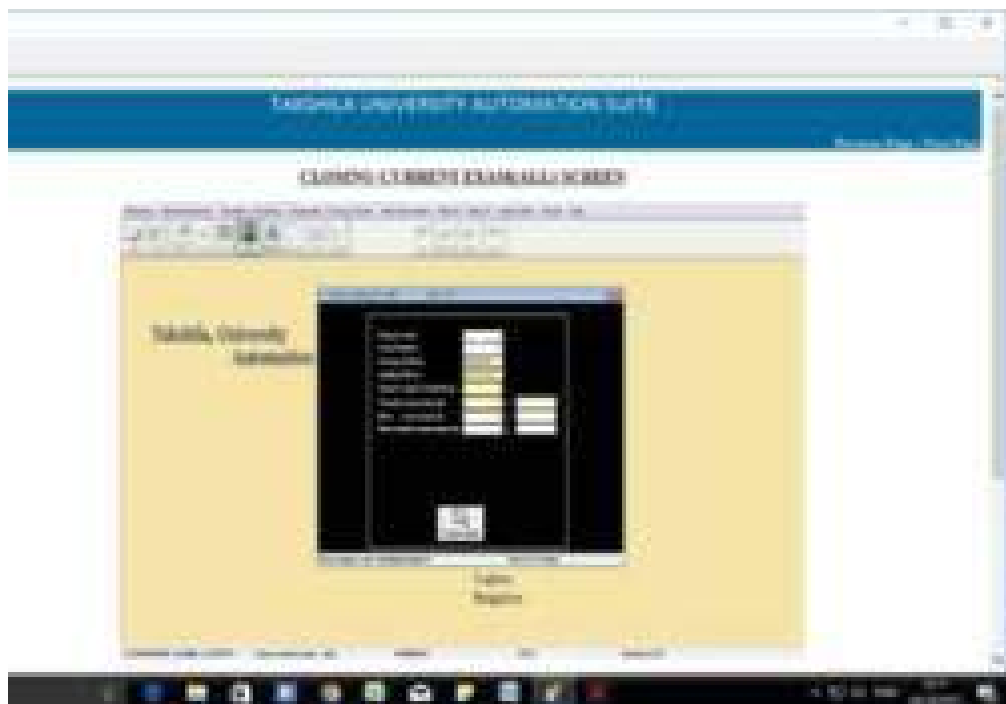
RESULT COMPUTATION CERTIFICATE SCREEN



This screen is used to print the certificate of result computation before announcing the results. This report contains the information of regulations adapted for the computation, students selected for the computation, errors if any etc.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Exam date:** Enter exam date, maximum length 50.
- **Confirmation required:** Select check box if confirmation is Required.
- **Spool file name:** Enter spool file name, maximum length 8.

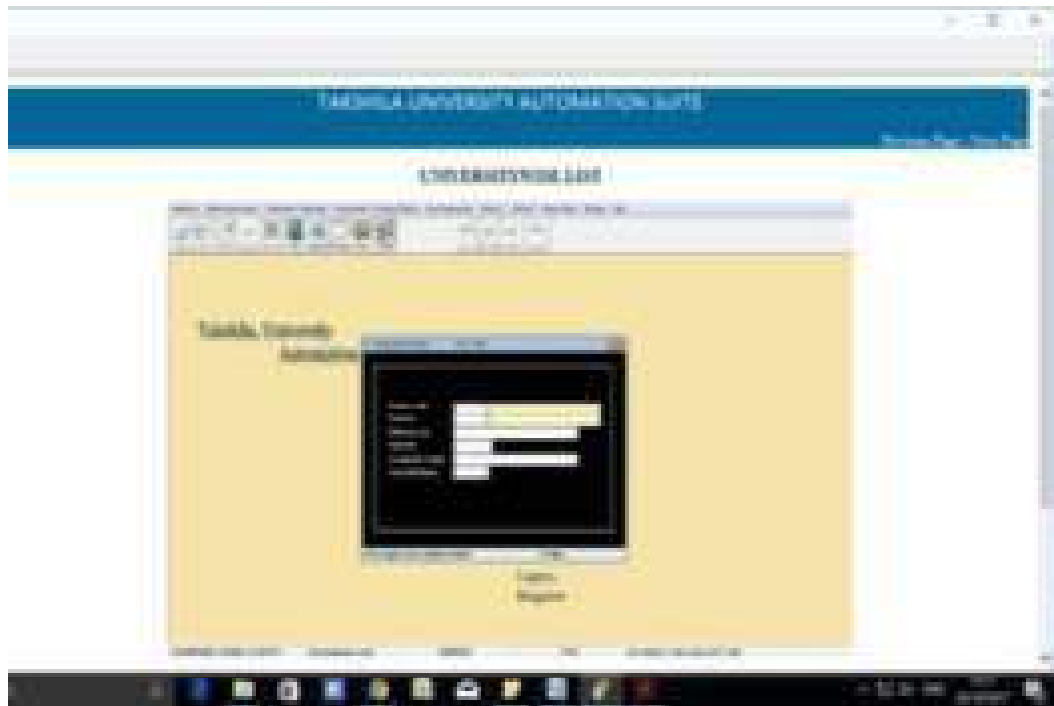
CLOSING CURRENT EXAM(ALL) SCREEN



This screen is used to close the examinations and push the students for next eligible examination. Closing is done only after the results are announced and all the documents like marks card, ledgers are printed. Once the closing is done all the information taken for the results processing will be deleted keeping the major and necessary information for future reference. User must have to be careful while closing the examinations as it removes the tabulation information and other misc information. After the closing next examination data will ready and user can start printing the application form and other pre examinations works.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter exam number, maximum length 1.
- **Starting roll no.:** Enter starting roll number.
- **Ending roll no.:** Enter end roll number.
- **Current exam's month/year:** Enter current exam month/year.
- **Present exam mode:** Enter present exam year maximum length 4/Enter exam mode, maximum length 1.
- **Next exam mode (A):** Enter next exam year maximum length 4/Enter exam mode, maximum length 1.
- **Next eligible exam mode (B):** Enter next eligible exam year maximum length 4/Enter exam mode, maximum length 1.

UNIVERSITYWISE LIST



This screen is used to print or view the universitywise results. Result Report will be printed collegewise so that the same can be dispatched to the concerned colleges. This report contains the information of classwise register no.s / pass or failwise register no.s. This report will not contain any subjectwise marks information.

- **Degree code :** Enter degree code, maximum length 5.

- **Exam no. :** Enter exam number , maximum length 1.
- **Reference no :** Enter reference no, maximum length 60.
- **Run date :** Enter run date (dd/mm/yyyy).
- **Examination month :** Enter examination month, maximum length 50.
- **Spool file name :** Enter spool file name, maximum length 8.

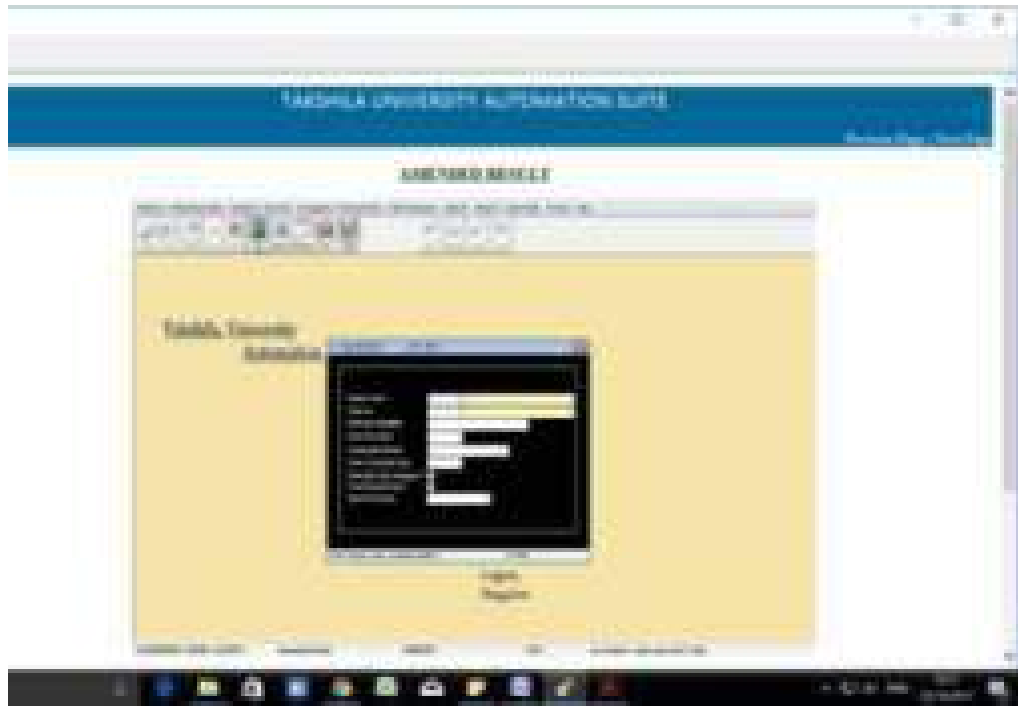
COLLEGE WISE RESULT



This screen is used to print or view the collegewise results. Result Report will be printed collegewise so that the same can be dispatched to the concerned colleges. This report contains the information of classwise register no.s / pass or failwise register no.s. This report will not contain any subjectwise marks information.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number maximum length 1.
- **Reference no :** Enter reference no, maximum length 60.
- **Run date :** Enter Run date (dd/mm/yyyy).
- **Examination month :** Enter examination month, maximum length 50.
- **University title required :** Select if University title is required at header of the page.
- **Selected result only :** Select if result statement is required for selected students only.
- **Print eligible remarks :** Select if eligible remarks required to be printed.
- **Word / notepad :** Enter the report format required (W-Word format, N-Notepad) maximum length 1.

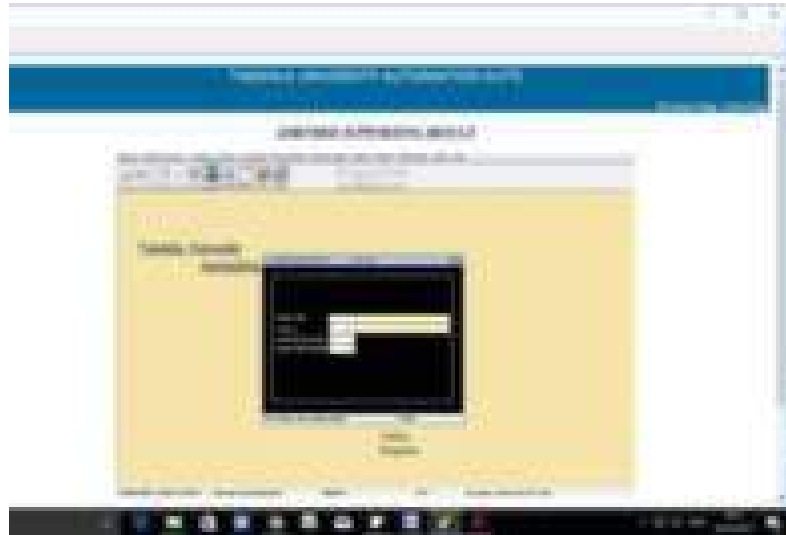
AMENDED RESULT



This screen is used to print the amended results like RV / RT results. This report shows the information of any modification in the results after RV / RT.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Reference number :** Enter reference no, maximum length 60.
- **Enter Run date :** Enter report run date maximum length 10.
- **Examination month :** Enter examination date, maximum length 30.
- **Enter Correction type :** Enter correction type (AC, NA, CC, RV, RT), maximum length 2.
- **University title required ? :** Click or press spacebar for university title.
- **Fresh result only :** Click or press spacebar for fresh result only.
- **Spool file name :** Enter spool file name maximum length 8.

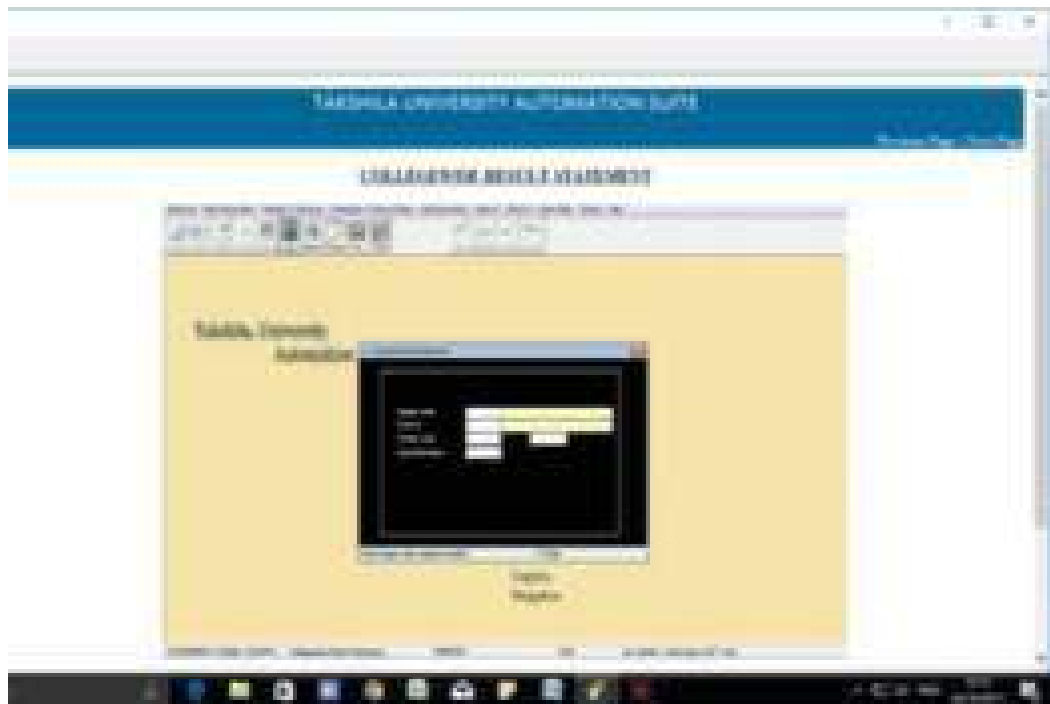
AMENDED SUPPORTING RESULT



This screen is used to print the amended results like RV / RT results. This report shows the information of any modification in the results after RV / RT.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Enter correction type :** Enter correction type (P - press, F - fail, A - all candidates), maximum length 30.
- **Report type :** Enter report type , maximum length 8.

COLLEGEWISE RESULT STATEMENT



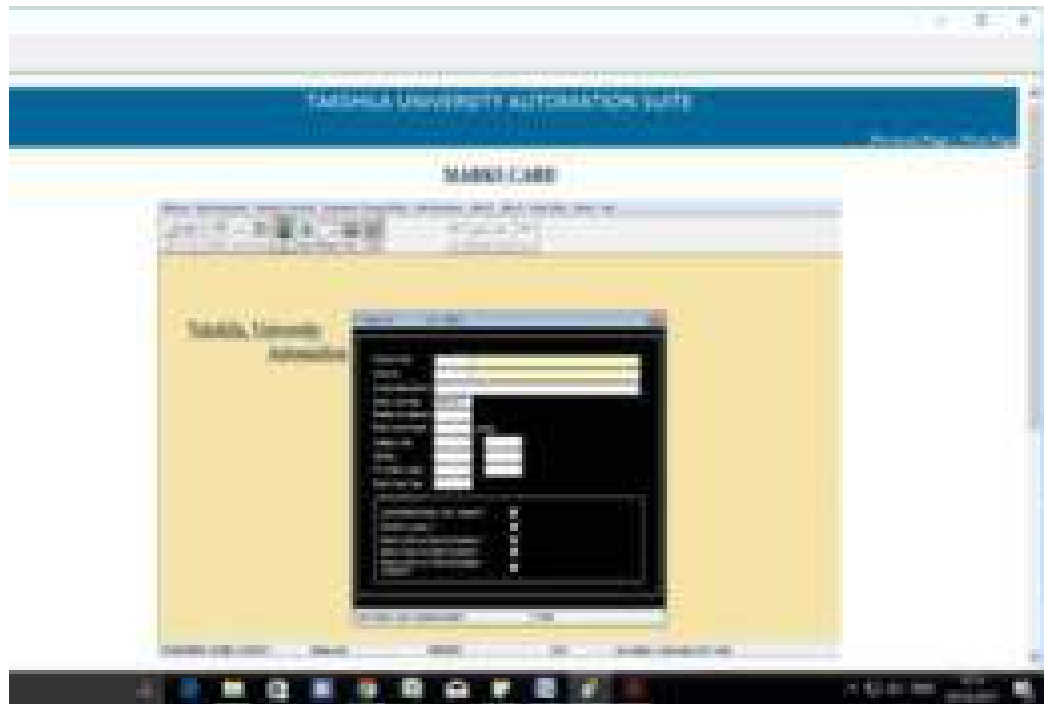
This screen is used to print or view the collegewise results. Result Report will be printed collegewise so that the same can be dispatched to the concerned colleges. This report

contains the information of classwise register no.s / pass or failwise register no.s. This report will not contain any subjectwise marks information.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **College code** : Enter starting and ending college code, maximum length 4.
- **Spool file name** : Enter spool file name maximum length 8.

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MARKS CARD

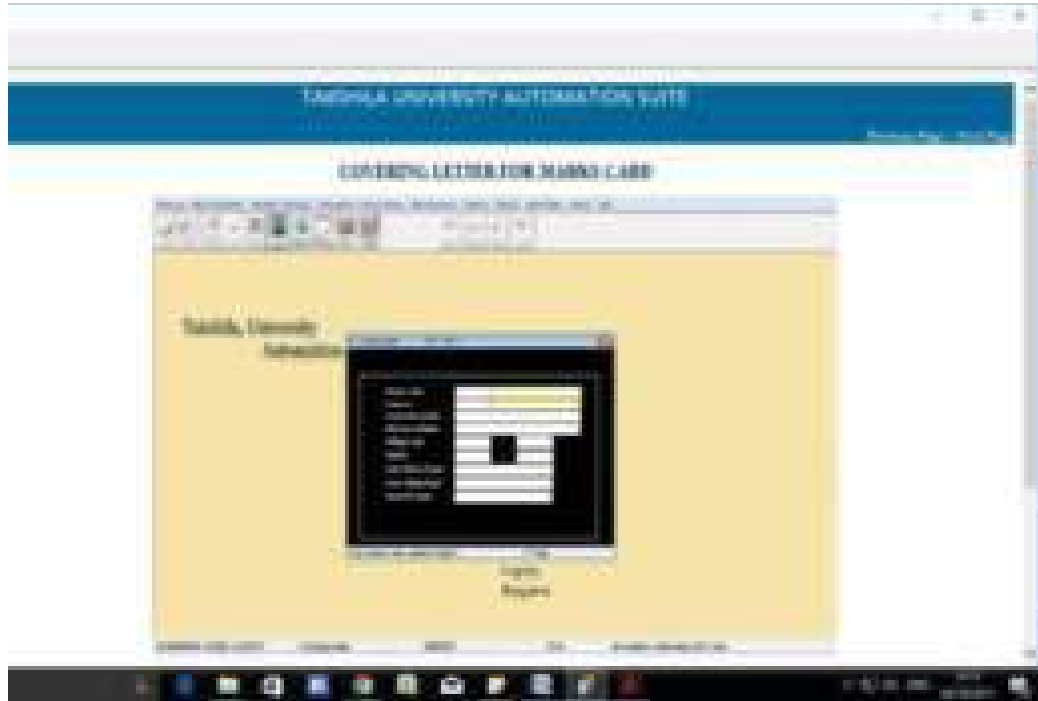


This screen is used to print the marks card for students who have taken the examination. Marks card can be printed for a given degree / Exam / College / Register No. Marks cards can be printed for passed candidates and failed candidates separately.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Reference number**: Enter reference no, maximum length 60.
- **Examination period** : Enter examination month, maximum length 25.
- **Marks card date** : Enter Marks date in dd/mm/yyyy format.
- **Number of subjects**: Enter number of subjects, maximum length 4.
- **Marks card length**: Enter marks card length in inches, maximum length 4.
- **College code**: Enter Starting and ending college code, maximum length 4.
- **Roll no.** : Enter Starting register no and Ending register no maximum length 8.
- **SL number range** : Enter starting and ending sl no of marks card (for eg: SK000001 to SK001000) , maximum length 8.
- **Marks card type** : Enter marks card type.
 - o **Printing preferences**

- **Consolidated marks card required ?** : Select if consolidated Marks Card is required.
- **Result in grades ?** : Select if result in grade is required.
- **Marks card for passed students ?** : Select if Marks card is required for passed students.
- **Marks card for failed students ?** : Select if Marks card is required for failed students.
- **Marks card for failed but eligible students ?** : Select if Marks card is required for failed eligible students.

COVERING LETTER FOR MARKS CARD



This screen is used to print the covering letter to dispatch the marks cards collegewise.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Examination month** : Enter exam month, maximum length 40.
- **Reference number** : Enter reference no, maximum length 100.
- **College code** : Enter starting and ending college code, maximum length 4.
- **Roll no.** : Enter starting register no and ending register no maximum length 8.
- **Enter address name** : Enter address name, maximum length 100.
- **Enter college / dept** : Enter college / dept, maximum length 100.
- **Spool file name** : Enter spool file name, maximum length 8.

MARKS REGISTER



This Screen is used to print the ledger / marks register degree / exam / collegewise. Separate ledger for RV / RT can be taken by selecting then result modification code.

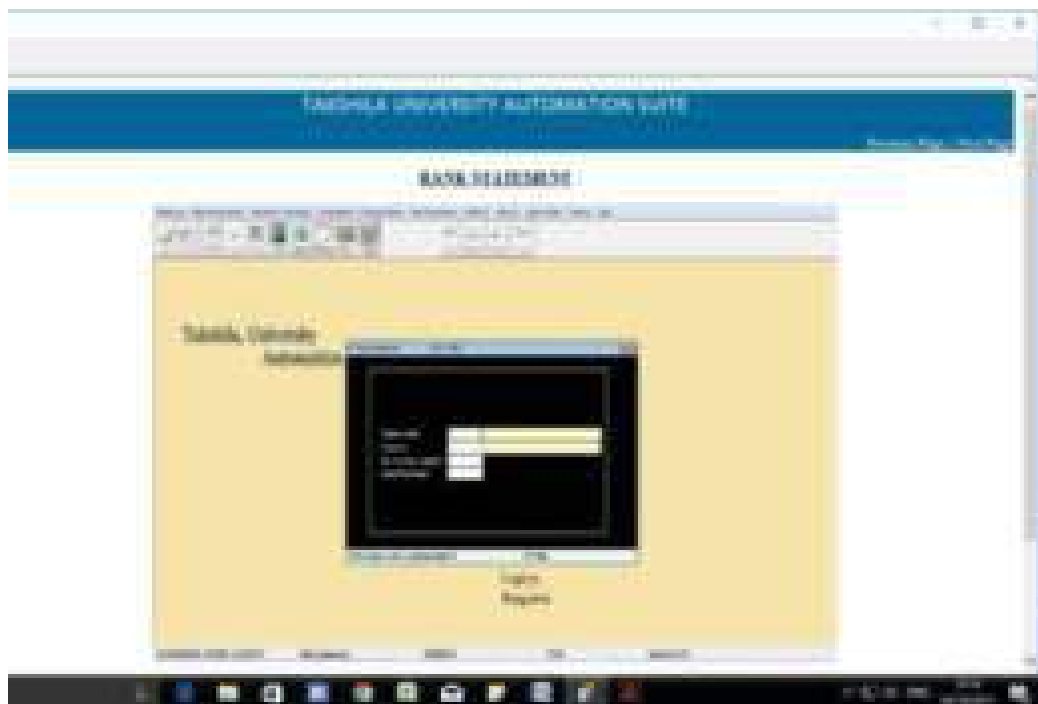
- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Examination month** : Enter exam month, maximum length 25.
- **Starting page number** : Enter starting page number, maximum length 4.
- **For withheld students only** : Select if withheld students only is required.
- **Missing marks as TAL** : Select if missing marks to be printed as TAL.
- **University title required ?** : Select if University title is required.
- **Selected ledger only** : Select if ledger is required for selected students only.
- **Display prev. passed info** : Select if previous passed information is required.
- **Consolidated ledger** : Select if Consolidated ledger is required.
- **College code** : Enter starting and ending college code, maximum length 4.
- **Roll no.** : Enter starting register no and ending register no maximum length 8.
- **Result modification code** : Enter result modification code like RV / RT etc.,
- **Enroll only** : Select if enroll is required.
- **College copy** : Select if college copy is required.

T M R/ T R R / HISTORY SHEET



- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Examination month** : Examination date will be displayed.
- **Starting page number** : Enter starting page number, maximum length 4.
- **University title required ?** : Select if University title is required.
- **College code** : Enter starting and ending college code, maximum length 4.
- **Roll no.** : Enter register no and ending register no maximum length 8.
- **TRR / history sheet** : Enter m-tmr, r-trr, s-result sheet, h-history .
- **Type** : Enter type (RT-retotaling, RV-revaluation).

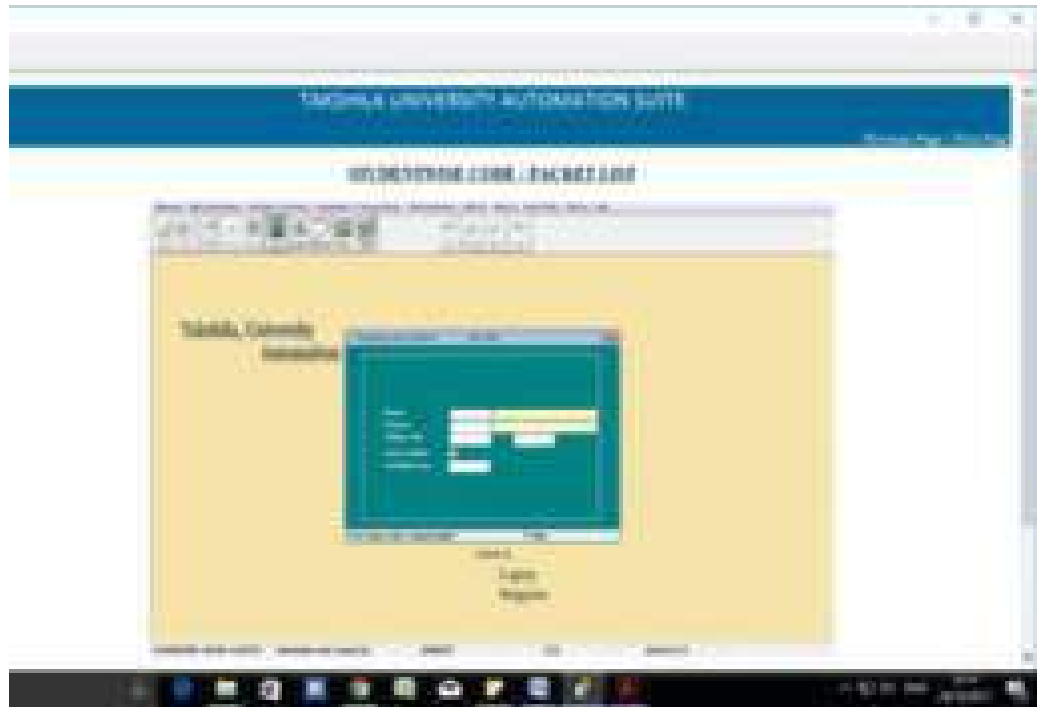
RANK STATEMENT



This screen is used to print the rank statement. Any no. of ranks can be printed based on no. of ranks required.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **No. of rank required :** Enter no.of ranks required, maximum length 3.
- **Spool file name :** Enter spool file name, maximum length 8.

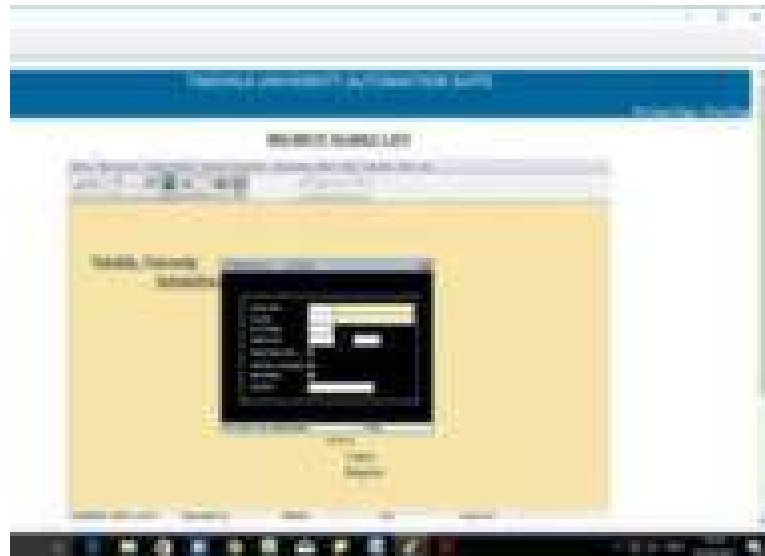
STUDENTWISE CODE / PACKET LIST



This screen is used to print the studentwise code / packet list.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College code :** Enter starting and ending college code, maximum length 4.
- **Active student :** Click or press spacebar for active students only.
- **Spool file name :** Enter spool file name, maximum length 8.

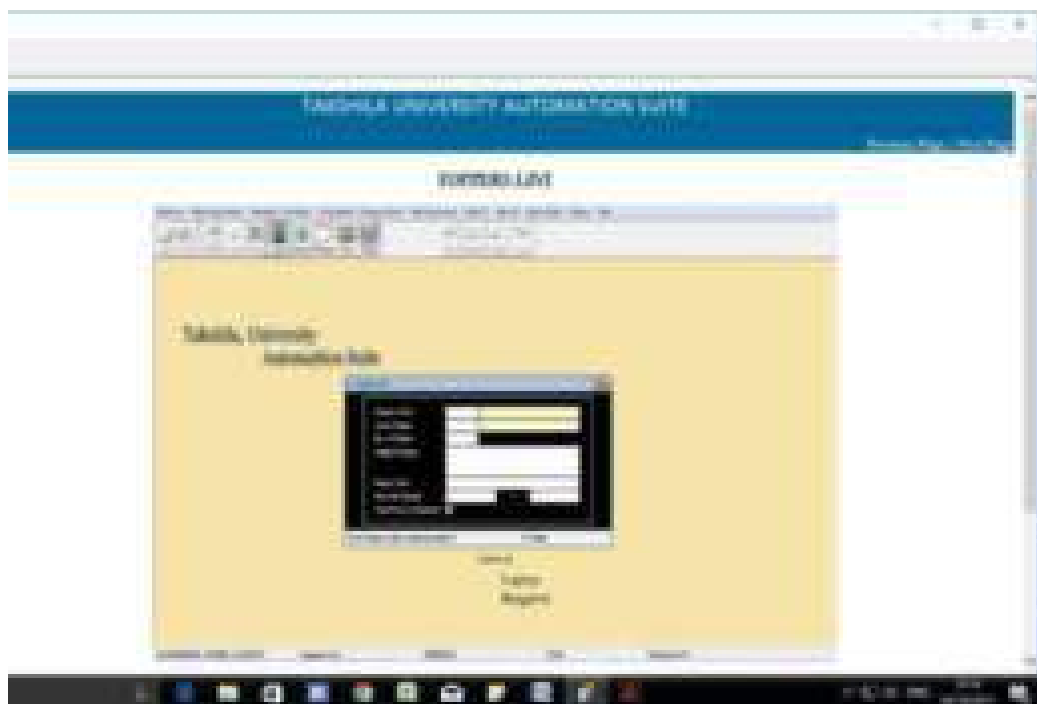
HIGHEST MARKS LIST



This screen is used to print the highest marks list subjectwise.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **No.of Rank :** Enter no. of ranks required, maximum length 2.
- **Subject code :** Enter starting and ending subject code, maximum length 5.
- **Theory papers only :** Select if marks to be considered for theory papers only.
- **Total pass is required :** Select if total passing is required.
- **Main subject:** Select if main subject code to be considered.
- **Spool file name:** Enter spool file name, maximum length 8.

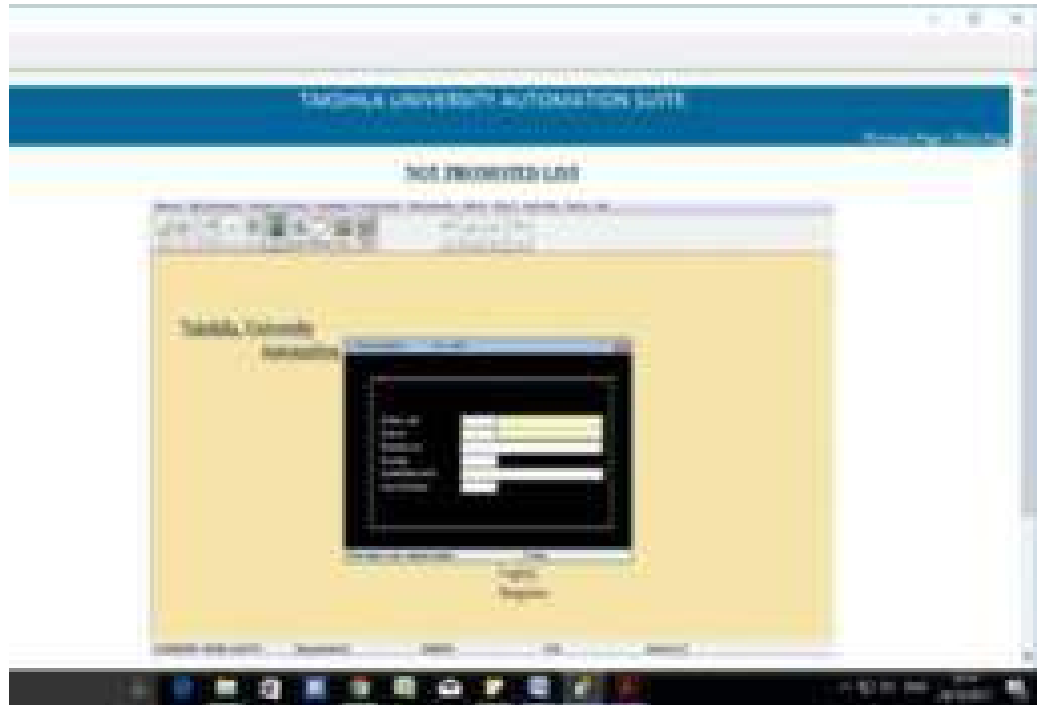
TOPPERS LIST



This screen is used to print the subjectwise toppers list based on the current examination performance / earlier exam performance.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam range :** Enter exam number, maximum length 10.
- **No. of rank :** Enter no. of ranks required, maximum length 2.
- **Subject range :** Enter subject range across the exams, maximum length 200.
- **Report title :** Enter report title, maximum length 78 .
- **Reg. no. range :** Enter from register no range, maximum length 8 .
- **Total pass is required :** Select if total passing is required.

NOT PROMOTED LIST



This screen is used to print the not promoted list for a given degree and exam no.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Reference no :** Enter reference no, maximum length 60.
- **Run date :** Enter run date (dd/mm/yyyy).
- **Examination month :** Enter examination month, maximum length 50.
- **Spool file name :** Enter spool file name, maximum length 8.

FAILED SUBJECTWISE STUDENT LIST



This screen is used to print the subjectwise failed student list for a given degree, exam no., college.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number maximum length 1.
- **Examination month :** Enter examination month, maximum length 50.
- **Report type (u / c) :** Enter report type u-universitywise, c-collegewise maximum, length 1.
- **College code :** Enter starting and ending college code, maximum length 4.
- **Reg. no. range :** Enter from register no to to register no, maximum length 8 .
- **Next exam mode :** Enter year of next exam, maximum length 4.
- **Spool file name :** Enter spool file name, maximum length 8.

DEGREE CERTIFICATE



This screen is used to print the degree certificate for a given register no. Provisional certificate can also be printed by selecting the provisional certificate option.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number maximum length 1.
- **College code** : Enter starting and ending college code, maximum length 4.
- **Roll No** : Enter starting register no and ending register no maximum length 8.
- **Certificate date** : Enter convocation / provisional degree date (dd/mm/yyyy) .
- **Serial no:** Enter starting and ending serial number, maximum length 8.
- **place** : Enter place name , maximum length 20.
- **Valid upto** : Enter valid period .
- **Extra title** : Enter extra title.
- **Provisional** : Select for provisional.
- **Algerian Font** : Select if Algerial font is required.
- **Invitation Letter** : Select if Invitation letter required to be printed.
- **Migration** : Select for migration.
- **Print Header** : Select if print header is required to be printed.
- **Envelop** : Select for Envelop printing

CONVOCAATION LIST



This screen is used to print the eligible students list for convocation for a given degree and college.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Exam date :** Enter exam date, maximum length 50.
- **College code :** Enter starting and ending college code, maximum length 4.
- **Active student :** Click or press spacebar for active students only.
- **Spool file name :** Enter spool file name, maximum length 8.

MARKS CARD FOR FAILED STUDENTS



- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Period :** Enter exam period.
- **Number of subjects :** Enter number of subjects .
- **Enter marks card date :** Enter marks card date, maximum length 100 .
- **College code :** Enter starting and ending college code, maximum length 4.
- **Roll no. :** Enter starting register no and ending register no maximum length 8.
- **Spool file name :** Enter spool file name, maximum length 8.

AVERAGE MARKS CHECK LIST



- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject code :** Enter starting and ending subject code, maximum length 5.

- **Third valuation only ?** : Select if third valuation only is required.
- **Spool file name** : Enter spool file name, maximum length 8.

GRACE GIVEN STUDENT LIST



This screen is used to print the list of students to whom the subjectwise / aggregate / classwise grace has been given.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Grace type** : Enter grace type.
- **Enroll Only** : Select if Enroll is required.
- **Update grace 5** : Select if grace 5 is to be updated.

ZERO MARKS SECURED REPORT



This screen is used to print the list of students to who have secured 0 (zero) marks in each subject.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Spool file name :** Enter spool file name, maximum length 8.

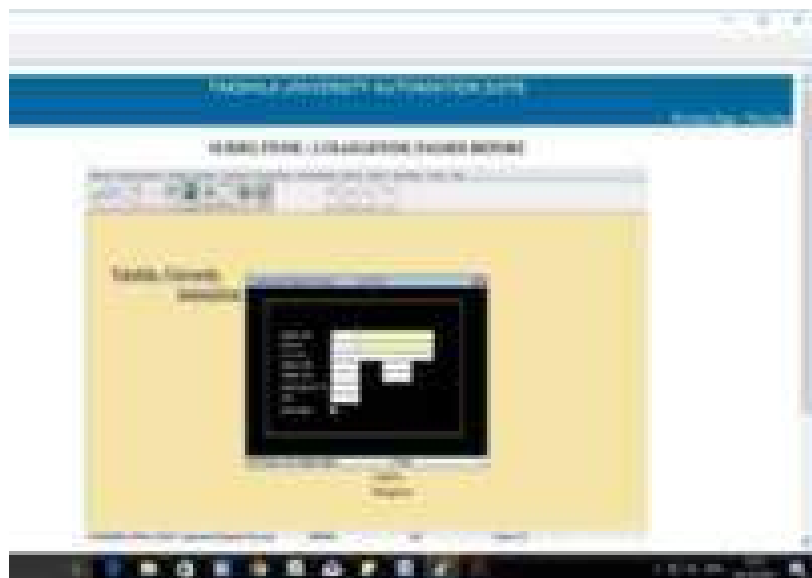
COLLEGEWISE PASSED REPORT



This screen is used to print the collegewise pass analysis for a given degree and exam no.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Reg. no. :** Enter from register no to to register no, maximum length 8 .

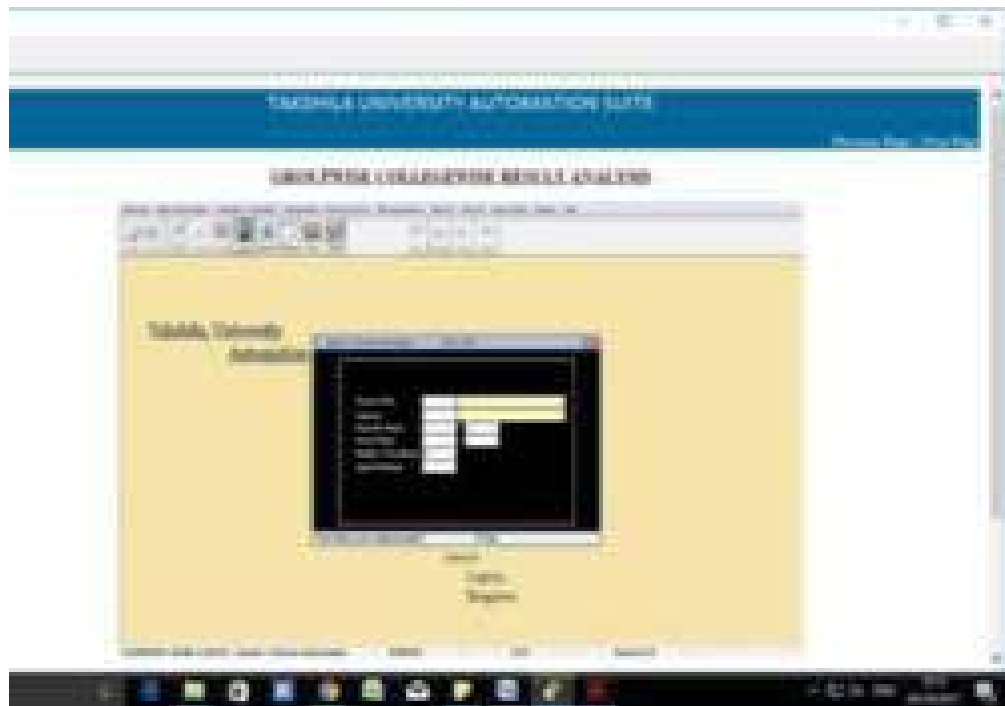
SUBJECTWISE / COLLEGEWISE PASSED REPORT



This screen is used to print the subjectwise / collegewise pass analysis for a given degree, exam no., subject, college.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Exam Date :** Exam date will be displayed.
- **Subject code:** Enter starting and ending subject code, maximum length 5.
- **College code :** Enter starting and ending college code, maximum length 4.
- **Report type (S / C) :** Enter Report type s-subject order, c-college order, maximum length 1.
- **Type :** Enter branch for branchwise details, maximum length 8.
- **Main subject :** Select if details for main subject code is required.

GROUPWISE COLLEGEWISE RESULT ANALYSIS



This screen is used to print the Groupwise / collegewise result analysis for a given degree, exam no., group.

- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Reg. no. range :** Enter starting to ending register no , maximum length 8 .
- **Group range :** Enter starting and ending group code, maximum length 2.
- **Number / percentage:** Enter min % to be considered (0 - groupwise analysis).
- **Spool file name :** Enter spool file name, maximum length 8.

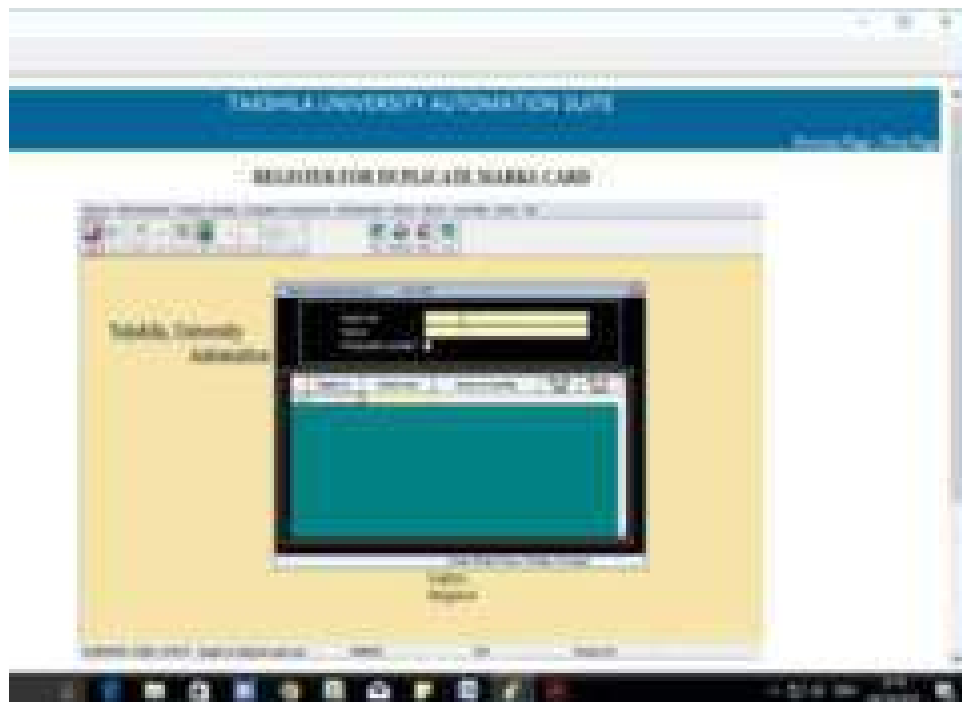
CLASS ANALYSIS



This screen is used to print the Groupwise / collegewise result analysis for a given degree, exam no., group.

- **Degree code** : Enter degree code, maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Exam date** : Enter exam date, maximum length 50.
- **Spool file name** : Enter spool file name, maximum length 8.

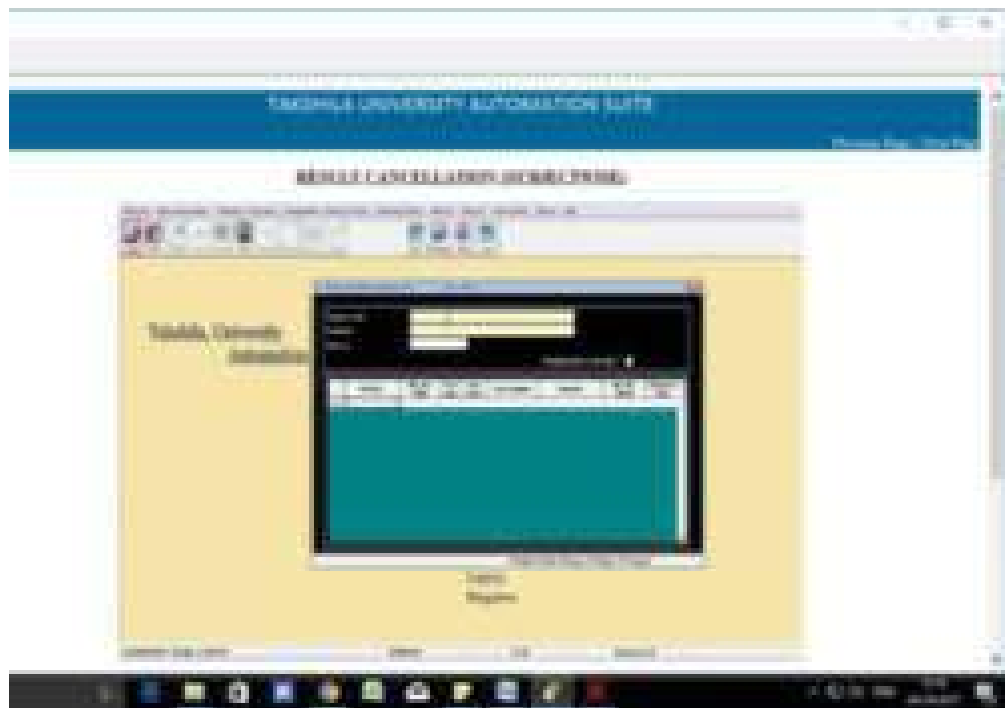
REGISTER FOR DUPLICATE MARKS CARD



This screen is used to cancel the marks card and register for duplicate marks card. While registering for duplicate marks card user has to provide the information about the old marks card.

- **Degree code** : Enter Degree code, Maximum length 5.
- **Exam no.** : Enter Exam number, maximum length 1.
- **Pending marks card only?** : Select for pending marks cards.
- **Register no.** : Enter register no, maximum length 8.
- **Student name** : Student name will be displayed.
- **Reason for reprinting** : Enter remarks for reprinting.
- **M/c no. (old)** : Enter old marks card number, maximum length 8.
- **M/c no. (new)** : New marks card number will be displayed after marks card printing.

RESULT CANCELLATION (SUBJECTWISE)

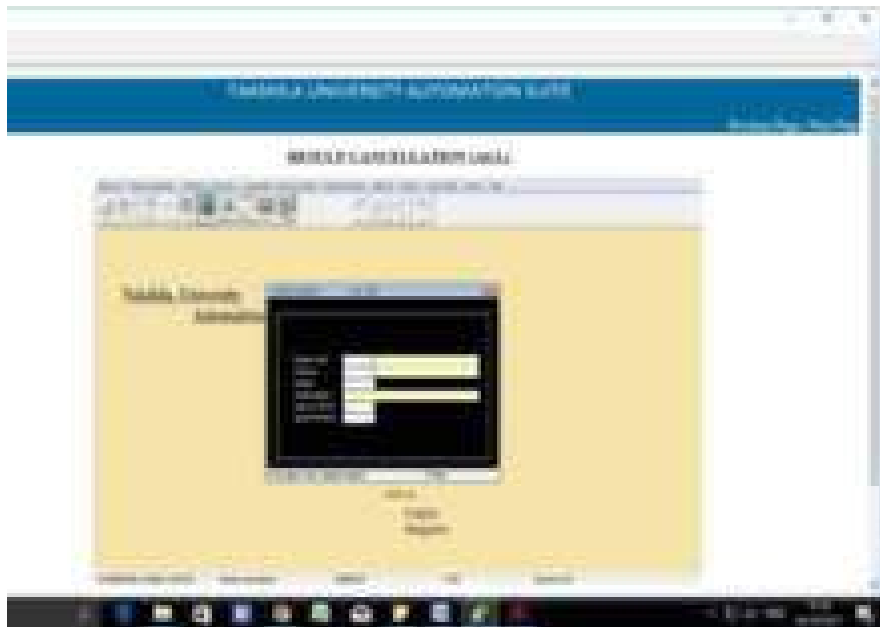


This screen is used to cancel the result for a given subject. During cancellation Takshila will capture the cancelled information for future reference.

- **Degree code** : Enter degree code, Maximum length 5.
- **Exam no.** : Enter exam number, maximum length 1.
- **Doc no.** : Enter document no., maximum length 8.
- **Pending marks card only?** : Select for pending issues only.
- **Roll no.:** Enter roll no, maximum length 8.
- **M/c no.(old)** : Enter old marks card number, maximum length 8.
- **Corr type** : Enter correction type (AC-absent correction, RT-retotaling, RM-result modification).
- **Sub code** : Enter subject code, maximum length 5.
- **Code number** : Answerbook code number will be displayed.

- **M/c no. (new) :** New marks card number will be displayed.
- **Effectuated date :** Effectuated date will be displayed.

RESULT CANCELLATION (ALL)



- **Degree code:** Enter Degree code, Maximum length 5.
- **Exam no. :** Enter Exam number, maximum length 1.
- **Roll no. :** Enter roll no , maximum length 8.
- **Type (C/N/A) :** Enter cancellation type (C- coded, N- non coded, A- all), maximum length 1.
- **Spool file name :** Enter spool name, maximum length 8.

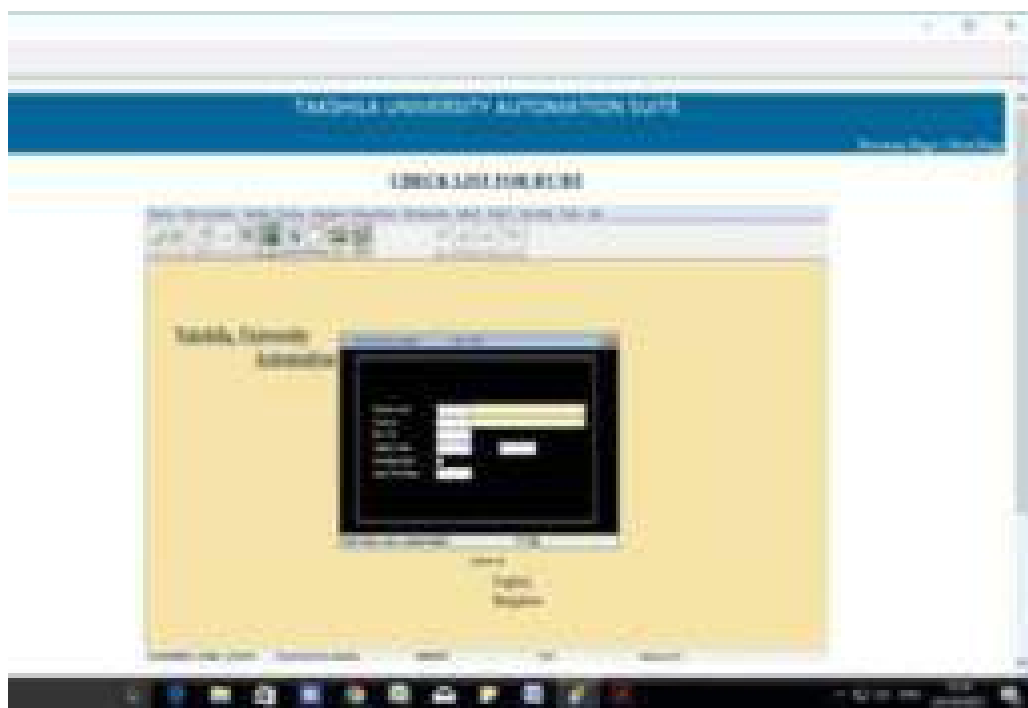
CODE LIST FOR RV/RT



This screen is used print the code list for revaluation or retotalling. Once the result is cancelled for RV / RT, coded details will printed in this options against the result cancelled students. Using this list user can able pick the answer books for RV / RT.

- **Degree code:** Enter Degree code, Maximum length 5.
- **Exam no. :** Enter Exam number, maximum length 1.
- **RV / RT :** Enter modification code : RV / RT.
- **Subject code :** Enter starting subject code, maximum length 5.
- **Subject code :** Enter ending subject code, maximum length 5.
- **Pending only? :** Select for pending case only.
- **RV / RT marks pending only? :** Select for RV/RT marks pending cases.
- **Spool file name :** Enter spool file name, maximum length 8.

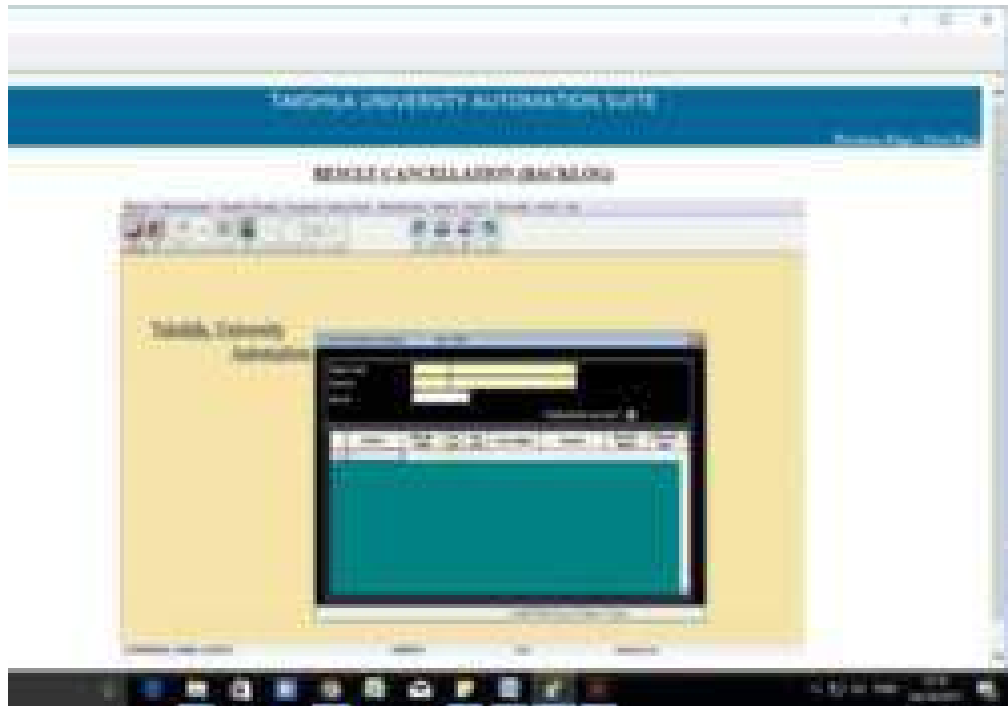
CHECK LIST FOR RV/RT



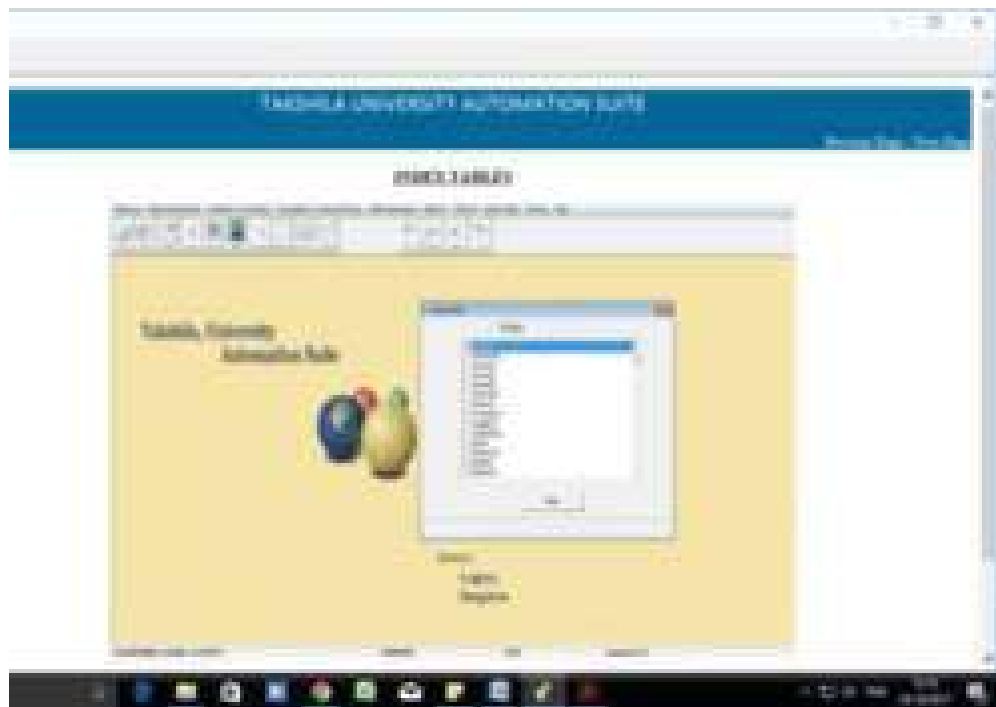
This screen is used to print the code check list for revaluation or retotalling.

- **Degree code :** Enter degree code, Maximum length 5.
- **Exam no. :** Enter Exam number, maximum length 1.
- **RV / RT :** Enter RV / RT.
- **Subject code :** Enter starting subject code, maximum length 5.
- **Subject code :** Enter ending subject code, maximum length 5.
- **Pending only? :** Click or press spacebar for pending case only.
- **Spool file name :** Enter pspool file name, maximum length 8.

RESULT CANCELLATION (BACKLOG)



INDEX TABLES



This option will re arrange or index all the primary key fields in all the tables of selected databases from the list. Hence improve the performance and speed.

- **All tables:** Select check box, if all table will be indexed. (Select the tables in the list separately if indexing is required for the selected tables)
- **Index:** Enter to select index table

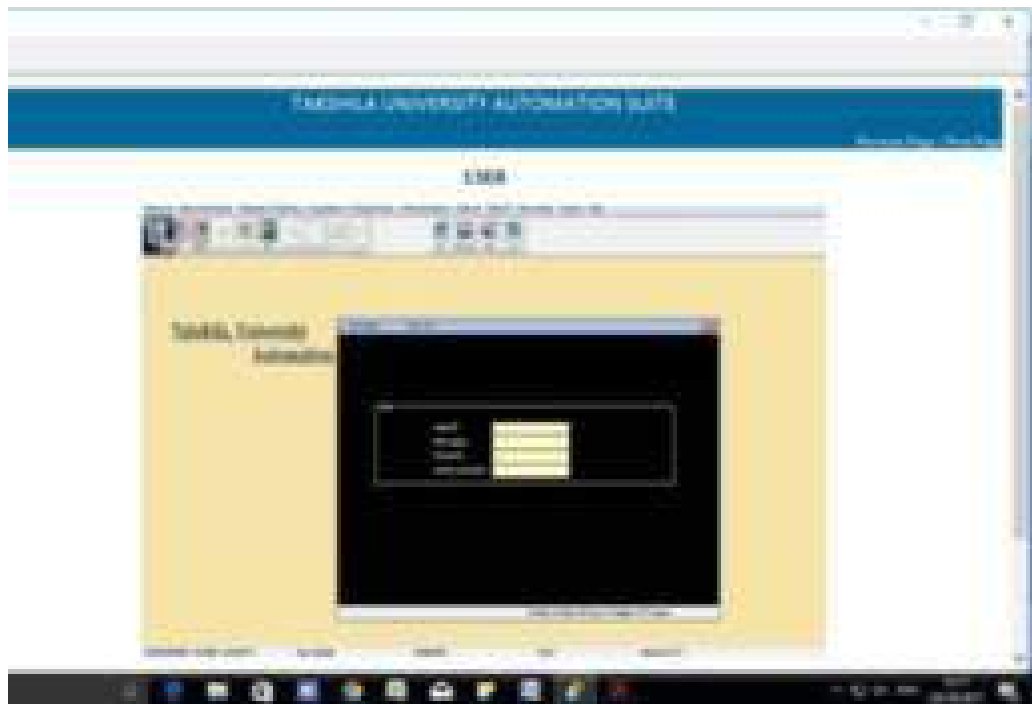
GROUP



This option is used to create the group or to give the access rights for the existing users. We can restrict the user module wise by selecting the options from the available list.

- **User group:** Enter user group, maximum length 15.
- **Avail screen:** Select the menu in available screen.

USER



This option is used to create the new users by identifying levels of the users.

- **Login ID:** Enter user, maximum length 20.
- **User group:** Enter user group, maximum length 15.
- **Password:** Enter password maximum length 25.
- **Confirm password:** Enter confirm password, maximum length 25.

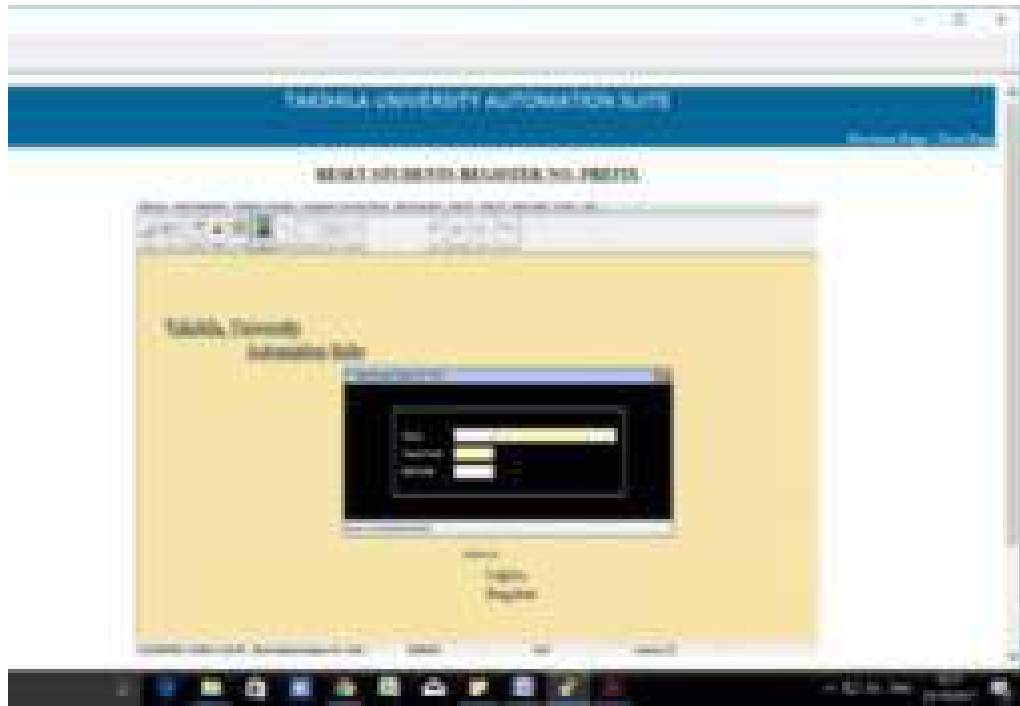
ACTIVE MAIN EXAM



Activate exam option is used to activate the current exam by giving the year / mode for the current exam.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter exam number, maximum length 1.
- **Current exam mode:** Enter Current exam year, maximum length 4/exam mode, maximum length 1.
- **Next exam mode:** Enter next exam year, maximum length 4/exam mode, maximum length 1.
- **Next exam period:** Enter examination period, maximum length 50.

RESET STUDENTS REGISTER NO. PREFIX



This option is used to reset the admission data and the previous prefix information for the register number generation.

- **Degree code:** Enter degree / course, maximum length 8.
- **Current prefix:** Enter current prefix
- **Next prefix:** Enter next prefix, maximum length 4.

TABULATION ERROR LIST



This option will give the error report while doing the marks entry / decoding / absent entry. So that it helps in tracking the wrongly coded subjects details or Inactivated students or Invalid subject details etc.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Spool file name:** Enter spool file name, maximum length 8.

ADD SUBJECTS ELEMENTS IN MARKS



The purpose of the above option is to add any extra subjects or subject elements to the marks table information for the given degree, exam.no and the reg.no. range.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter starting exam number, maximum length 1.
- **Roll no.:** Enter roll number range, maximum length 8.

MARKS ENTRY (BACKLOG)



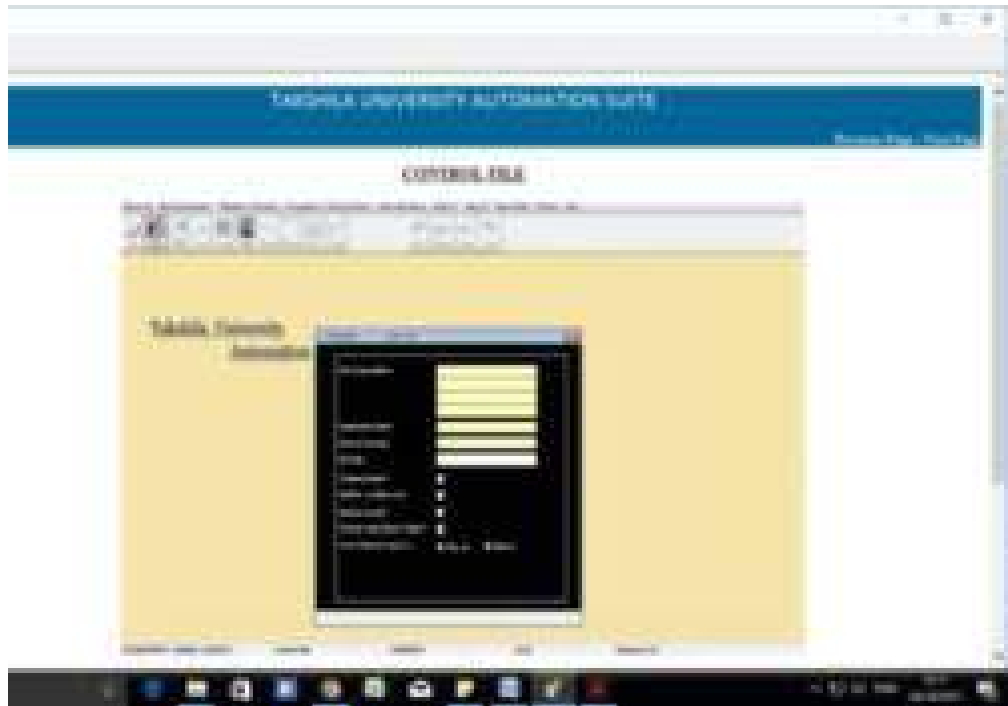
- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter the roll number, maximum length 8.
- **College Code:** Enter the college code.maximum length 4.
- **Grid:**
 - Enter subject code, maximum length 5.
 - Enter obtain max.marks, maximum length 3.
 - Enter obtain marks, maximum length 3.
 - Enter obtain grace marks, maximum length 3.
 - Enter pass in month,(like apr-98).

PASS POSTING (ROLL. NO.)



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter starting and ending roll no. maximum length 8.
- **Spool File Name:** Enter spool file name, maximum length 8.

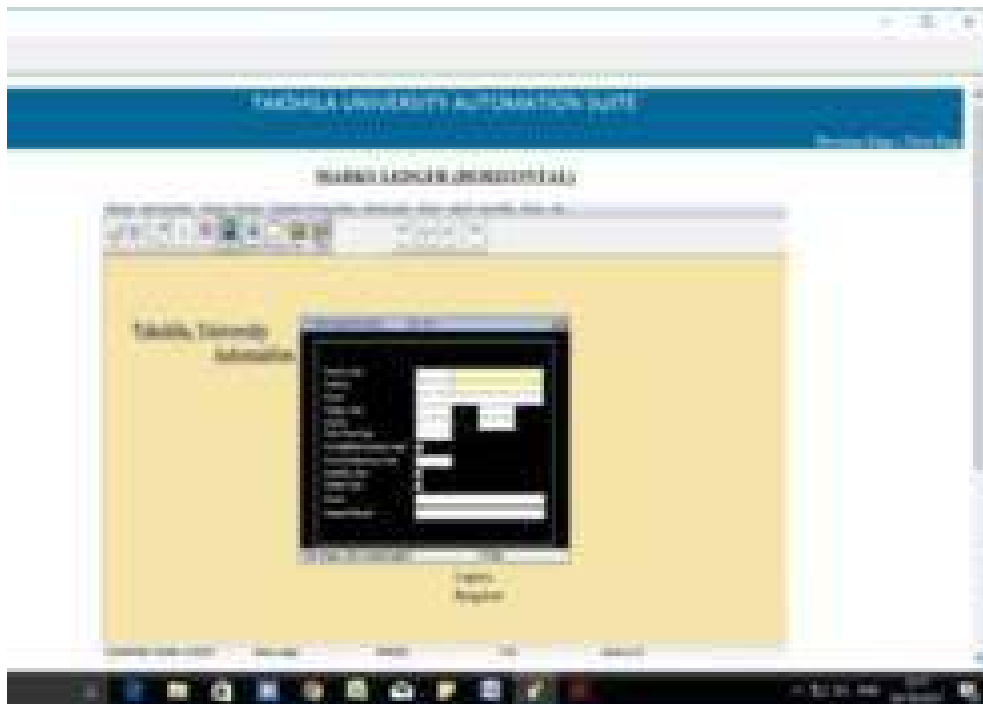
CONTROL FILE



The above option is used to set the details like examination head, address of the university, Student directory. So that it will reflect the above details in all the reports. Better set the student directory to 'EXAM' in all the database so that you will get the updated information in all the database.

- **University address:** Enter university address, maximum length 25*4.
- **Examination head:** Enter examination head name, maximum length 30.
- **Student directory:** Enter student directory, maximum length 25.
- **DB Path:** Enter database path, maximum length 100.
- **Standard name? :** Select check box if standardname is required.
- **Roll no. in alpha. ord. :** Select check box if roll number generation requires alphabetic order.
- **Multiple faculty? :** Select check box if multiple faculty are required..
- **Preview using report viewer? :** Select check box if preview using report viewer required..
- **To be shown in report as:** Select required option.

MARKS LEDGER (HORIZONTAL)



It is same as the mark register but you will get the report in detail horizontally.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Period:** Enter exam period.
- **College code:** Enter starting and ending college code, maximum length 4.
- **Roll no. :** Enter starting and ending roll no, maximum length 8.
- **Enter start page:** Enter starting page number, maximum length 100.
- **For withheld student only? :** Select check box if withheld student is required..
- **Result modification code:** Enter result modification code like RV/RT etc.,
- **Enroll no. only:** Select Checkbox if enroll numbers are required.
- **College copy:** Select Checkbox if college copy is required.
- **Header:** Enter haeder type.
- **Signing authority:** Enter the signing authority.

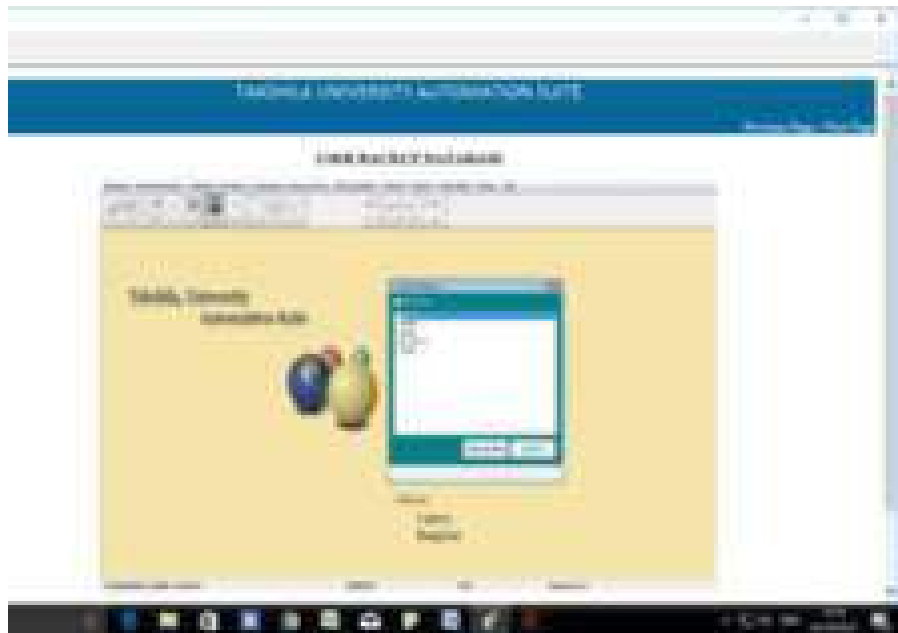
GRADE DESCRIPTION ENTRY



This option is used to enter the description for the grades.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Grade -1 :** Enter grade-1 subject description, maximum length 60.
- **Grade -2 :** Enter grade-2 subject description, maximum length 60.
- **Grade -3 :** Enter grade-3 subject description, maximum length 60.

USER BACKUP DATABASE



This option will help you to take the backup of the selected database from the list of databases.

- **All databases:** Select check box if database is required.

EXCESS SUBJECT LIST



It will give you the report of the excess subjects identified to the students.

- **Starting roll no. :** Enter starting roll number, maximum length 8.
- **Ending roll no. :** Enter starting roll number, maximum length 8.
- **Spool file name :** Enter spool file name, maximum length 8.

CHANGE YEAR / EXAM MODE

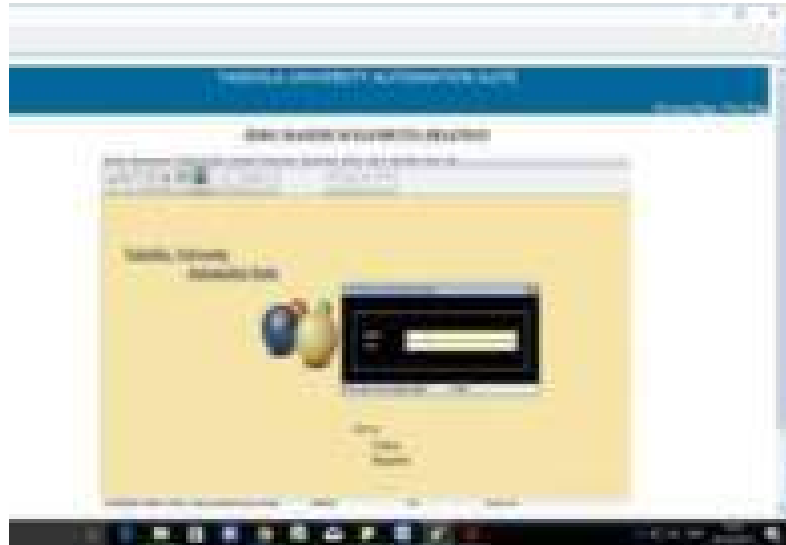


This option will let you to do the modification of the year / mode which was already activated.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter exam number, maximum length 1.

- **College code:** Enter college code, maximum length 4.
- **Roll no.:** Enter the starting and ending roll number, maximum length 8.
- **Year / exam mode:** Enter the exam year, maximum length 4/ enter exam mode, maximum length 1.
- **Backup database:** Enter backup database, maximum length 100.

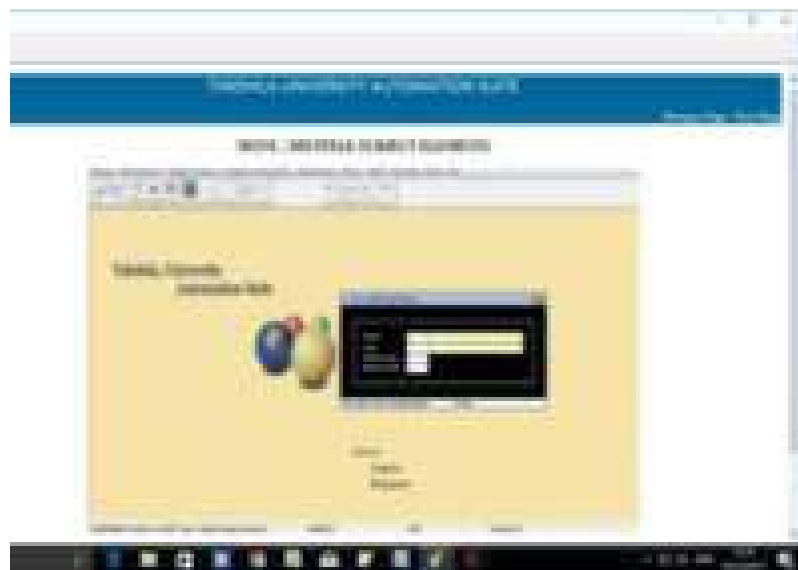
ZERO MAXIMUM ELEMENTS DELETION



This option will remove the zero max subject elements from the subject master.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter starting exam number, maximum length 1.

MOVE / SHUFFLE SUBJECT ELEMENTS



- **Degree code :** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Old sub. code:** Enter old subject code, maximum length 5.

- **New sub. code:** Enter new subject code, maximum length 5.

RESET PARENT SUBJECT



Used to reset the parent subject code for the given degree and exam no.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.

IA MARKS FROM PREVIOUS EXAM



This will get the IA marks for all the students for a given degree, examno from the given previous databases.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter starting exam number, maximum length 1.
- **Prv. exam Db:** Enter previous exam Db

MC NO. OF RESULT NOT COMPUTED STUDENTS



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter starting exam number, maximum length 1.

RESET MARKS CARD NUMBER

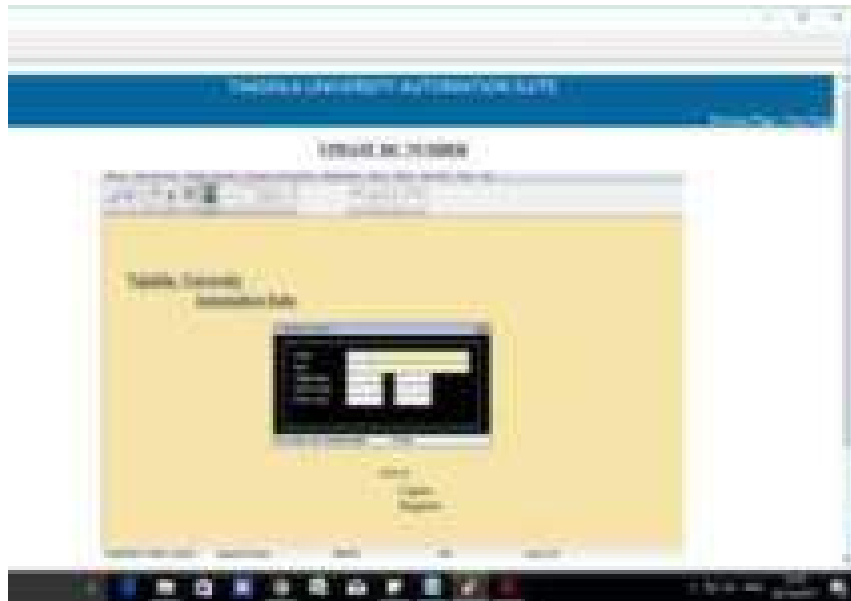


Marks card no which was already It is used to reset the printed.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter starting exam number, maximum length 1.

- **College range:** Enter starting and ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no. and ending roll no., maximum length 8.
- **MC no. range:** Enter starting markscard number, maximum length 8.
- **Reset freezed flag:** Select if data needs to unfreezed.

UPDATE MC NUMBER



This option will update or shift the MC number for the given degree, examno and college, reg. no. range.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting and ending college code, maximum marks 4.
- **Roll no. :** Enter the roll number (starting roll number 00 to end roll number ZZ).
- **MC no. range:** Enter starting markscard no., maximum length 8.

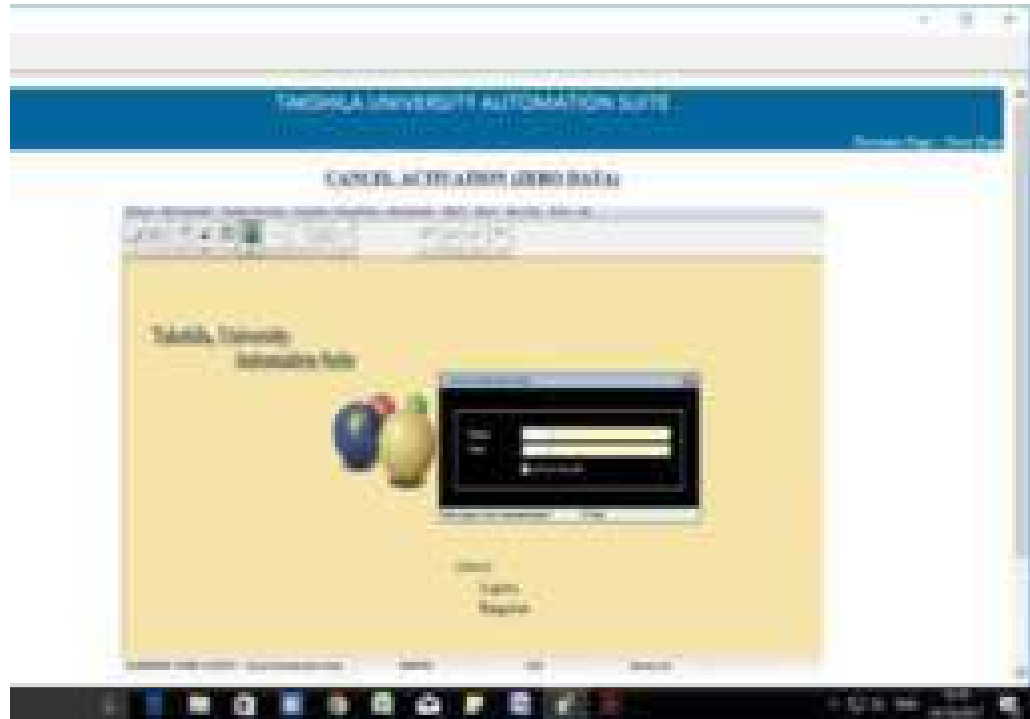
CHANGE SUBJECT TO STUDENTS



This option is used to change the particular subject for the given range of students in a particular degree.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no.:** Enter exam number, maximum length 1.
- **Old subject:** Enter old subject code, maximum length 4.
- **New subject:** Enter new subject code, maximum length 4.
- **Roll no. range:** Enter starting roll number and ending roll number, maximum number 8.
- **Failed subject:** Select check box if failed subject is required..

CANCEL ACTIVATION (ZERO DATA)



This option will inactivate the students who are not having any tabulation information like marks or absent or withheld.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Activate if data exist!! :** Select if activation required for data existence.

CANCEL ACTIVATION (INDIVIDUAL)



This option will inactivate the student for a given reg. no. Individually.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter the roll number, maximum length 8.

PHOTO PASTE FORMAT



This option will generate the format in Microsoft word for the given range of reg. no. and college in a degree with reg. no. to paste the passport size photos.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.

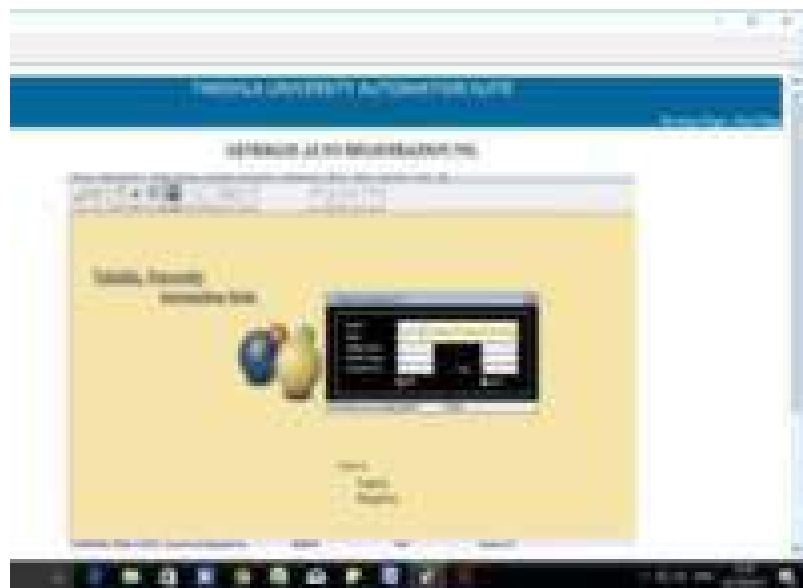
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Skip existing:** If checked then skips for existing records.

MISSING PHOTO REPORT



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.

GENERATE AUTO REGISTRATION NO.



This option will generate the combination wise register no automatically for the given range college and reg. no. Before doing this we have to import the admission details by defining the range for the given combination.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Academic year:** Enter Academic year, maximum length 4.
- **Prefix:** Enter register number prefix, maximum length 1.

REGISTRATION CARD



This option will generate the Registration or ID card for the given range of college and reg. no.

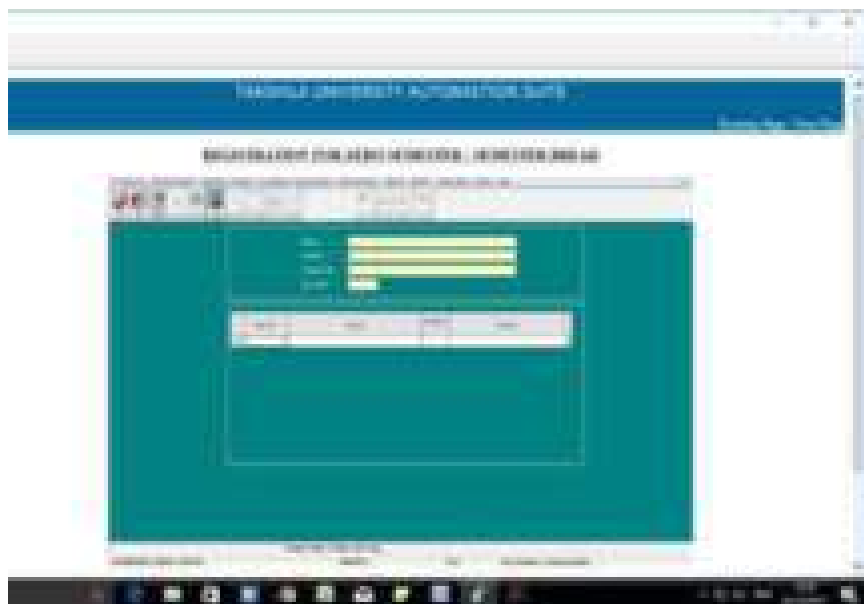
- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Valid upto:** Enter ID card validation date.
- **Print duplicate:** If checked then duplicate ID can print.

RANDOM ROLL NO'S LIST



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **From subject:** Enter starting subject, maximum length 5.
- **To subject:** Enter ending subject, maximum length 5.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Percentage:** Enter percentage of students per subject / code entry.
- **Ignore subjects:** Enter ignore subjects codes.

REGISTRATION FOR ZERO SEMESTER / SEMESTER BREAK



- **Degree:** Degree, press F1 for help, maximum length 5.

- **Exam no. :** Exam no., press F1 for help, maximum length 1.
- **College code:** College code, press F1 for help, maximum length 4.
- **Form type:** Form type, B - semester break, Z - zero semester, press F1 for help, maximum length 1.
- **Reg. no. :** Enter roll no., maximum length 8.

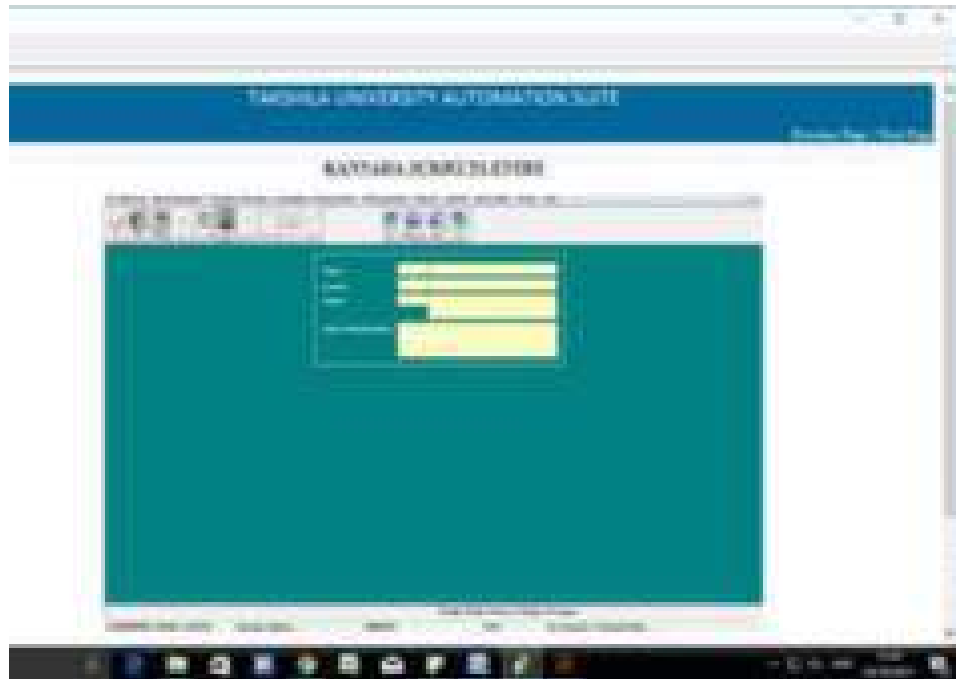
EXPORT WEB HOSTING DATA



This option is used to generate the data for web hosting. It will generate the data for a given degree and semester.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Sub degree:** Enter, maximum length 5.
- **Single updations:** To generate student wise single records for web hosting.
- **Result type:** Enter result type, maximum length 2
- **Common database:** To merge multiple degrees into a single database.

KANNADA SUBJECTS ENTRY



It is used to enter the Kannada titles for a subject against the English titles to be printed in marks cards.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject:** Subject code, maximum length 4.
- **Subject name (kannada):** Degree description in kannada, maximum length 200.

RESULT INTIMATION LETTER



This option is used to generate the result letter to intimate to the colleges along with the revaluation date.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Re-valuation date:** Enter Re-valuation announcement date.

EXPORT MARKS DETAILS



- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **From subject:** Enter old subject, maximum length 4.
- **To subject:** Enter new subject, maximum length 4.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.

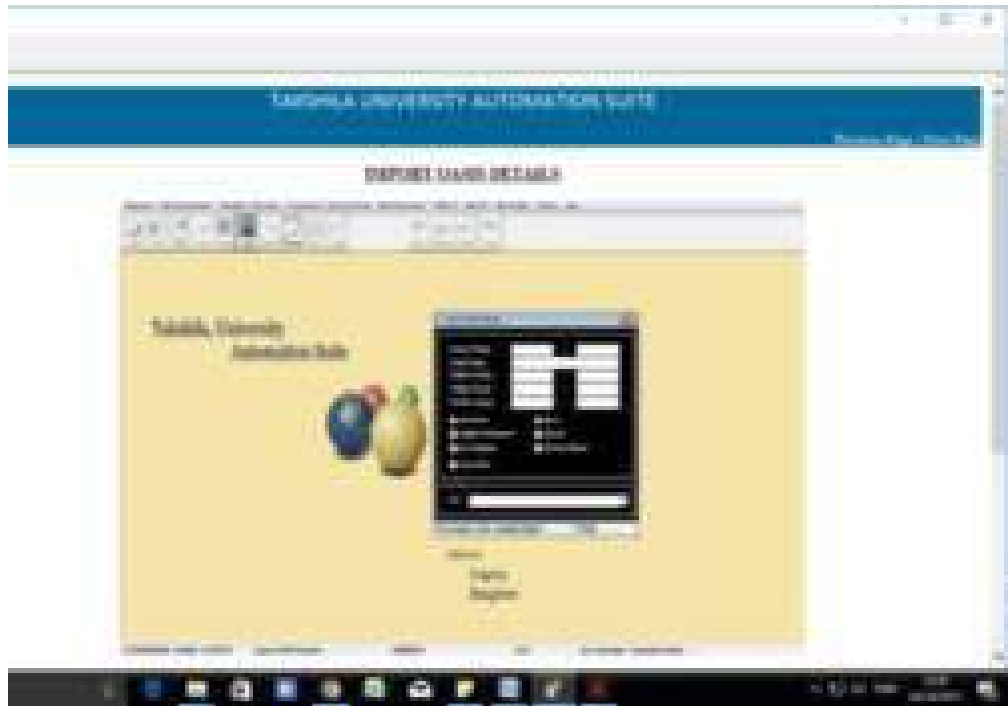
EXPORT OASIS DETAILS



This option is used to export the details to the online software (OASIS) like, student information, degree, subject, exam registration and details to enter the internal and practical marks entry.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject range:** Enter old subject, maximum length 4.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Degree:** If checked then degree details will be uploaded.
- **Subject:** If checked then subject details will be uploaded.
- **College:** If checked then college details will be uploaded.
- **Student:** If checked then student details will be uploaded.
- **Admission updation:** If checked then admission details will be uploaded.
- **Exam registration:** If checked then exam registration details will be uploaded.
- **I.A. marks:** If checked then, details will be uploaded to enter the IA marks.
- **Practical:** If checked then, details will be uploaded to enter practical marks.
- **Re-valuation:** If checked then Re-valuation details will be uploaded.
- **Update only:** If checked then changes will be updated to the online.
- **Remove passed info. :** If checked will remove the passed information details in online.
- **Delete student:** Delete the students details in online which was not in the takshila.
- **Theory center:** If checked then theory center details will be uploaded.

IMPORT OASIS DETAILS



It is used to import the details from online software (OASIS) to the local database takshila like fee paid, subject registered, revaluation, internal and practical and absentee's information.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Subject range:** Enter old subject, maximum length 4.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Activation:** If checked then activation details will be imported.
- **Subject registered:** If checked then subject registered information will be imported.
- **Re-valuation:** If checked then Re-valuation details will be imported.
- **Scan data:** If checked then scan data will be imported.
- **Marks:** If checked then marks details will be imported.
- **Absent:** If checked then absent details will be imported.
- **Practical marks:** If checked then, practical marks details will be imported.

PURGE DATA IN OASIS



This option is used to purge or delete the records in the OASIS online software like admission details, subject details, marks and absentees for a given range of degree, exam, subject, college, revaluation and the year & exam type.

- **Degree range:** Enter degree code, maximum length 5.
- **Exam range:** Enter exam number, maximum length 1.
- **Subject range:** Enter old subject, maximum length 4.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Year / exam type:** Enter year and exam mode.
- **Admission details:** If checked then admission details will be removed from the online for the give year and mode.
- **Activation:** If checked then activation details will be removed from the online for the given year and mode.
- **Subject registered:** If checked then the subject details will be removed.
- **Marks:** If checked then the marks details will be removed.
- **Absent:** If checked then the absent details will be removed.
- **Re-valuation:** If checked then Re-valuation details will be removed.
- **Practical marks:** If checked then, practical marks details will be removed.

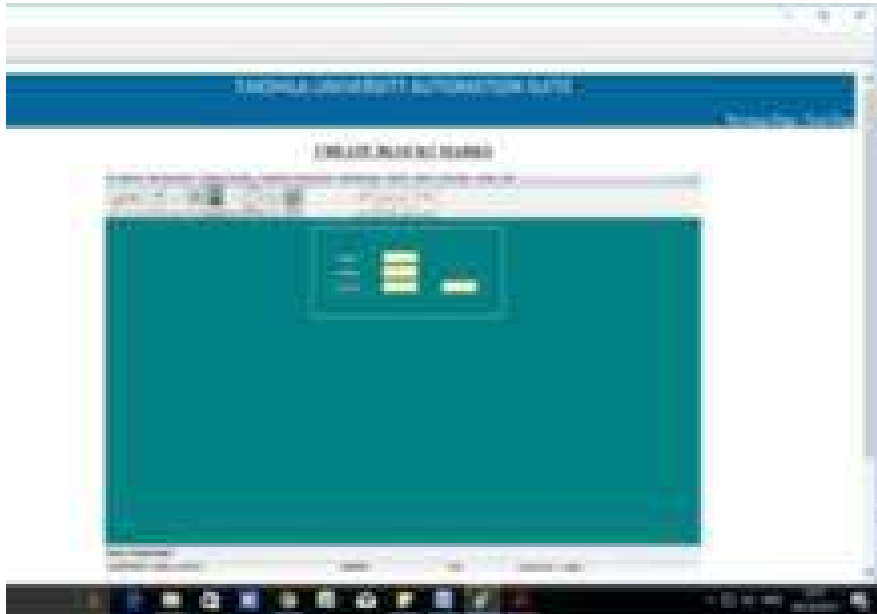
ADD, DELETE, EXEMPT SUBJECTS FOR STUDENTS



This option is used to give or to remove the subject exemption for the given range of college and the reg. no.

- **Degree:** Enter degree code, maximum length 5.
- **Exam:** Enter, maximum length 1.
- **Subject:** Enter, maximum length 4.
- **College range:** Enter starting college code, maximum length 4.
- **College range:** Enter ending college code, maximum length 4.
- **Roll no. range:** Enter starting roll no., maximum length 8.
- **Roll no. range:** Enter ending roll no., maximum length 8.
- **Add exemption:** If checked then the given subject will be exempted for the given range of college and register number.
- **Add subject:** If checked then the subject will be added.
- **Remove exemption:** If checked then the given exemption subject will be removed for the given range of college and register number.
- **Remove subject:** If checked then the subject will be removed.

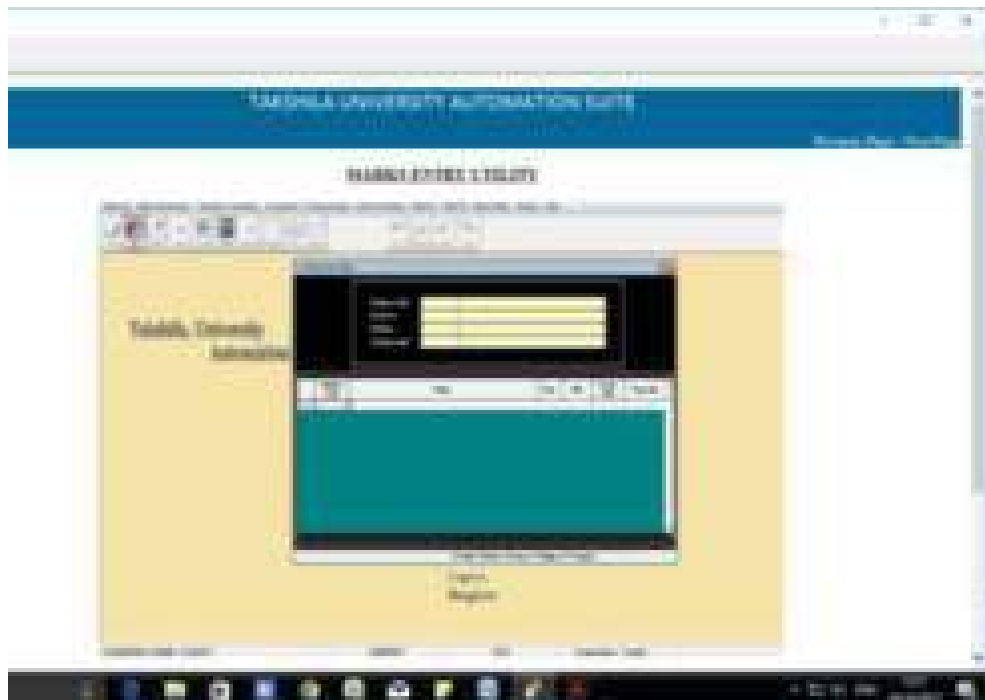
CREATE BLOCK1 MARKS



This option is used to create the block 01 marks. Means if we want to define the class for the languages or for the optional we can create the blocks in the degree master and for those blocks we can declare the class for each block separately.

- **Degree:** Degree, maximum length 5.
- **Exam no. :** Exam number, maximum length 1.
- **Roll no. range:** From reg. no, maximum length 8.
- **Roll no. range:** To reg. no, maximum length 8.

MARKS ENTRY UTILITY



This option is available only for the chief users only. And is used to update any missing in oprevious session's data.

- **Degree code:** Enter degree code, maximum length 5.
- **Exam no. :** Enter exam number, maximum length 1.
- **Roll no. :** Enter roll no., maximum length 8.
- **College code:** Enter college code, maximum length 4.
- **Subject code:** Enter subject code, maximum length 4.
- **Max.:** Enter maximum marks.
- **Obt.:** Enter obtained marks.
- **Grace mark:** Enter grace marks if any.
- **Pass mth:** Enter passing month

QUERY





SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

(A Deemed to be University Declared under Section 3 of UGC Act 1956)

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Examination Reforms

year 1st June 2024 to 31st May 2025
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Sl.No.	Academic Year	Marks Sheet/Degree Certificate	Uploaded Award	Published Award
1	2024-25	Marks Sheet	2166	2166
2	2024-25	Degree Certificate	341	341


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