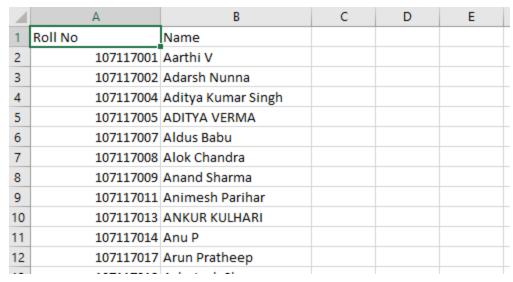
Initial Setup

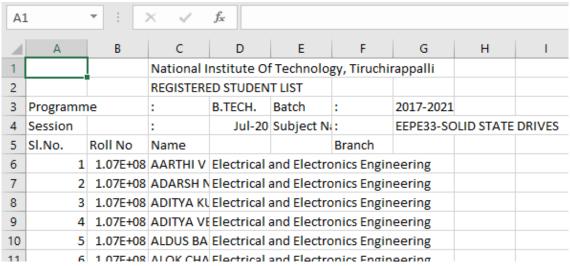
- 1. The exe file needs to be present in the same folder that has attendance sheet(in csv format).
- 2. Setting up student list
 - a. The folder also needs to have the list of students for the course with names same as attendance sheet.
 - b. Student's list should be saved with name as **StudentList** in .csv format only.
 - c. The StudentList file when opened in excel should look like below.



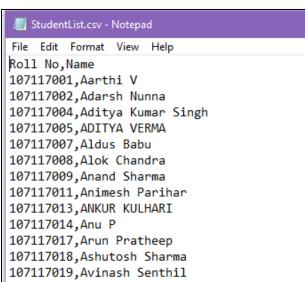
- d. The process to create such a csv can be found here.
- 3. After step 1 and 2 the folder must look like below.
- 4. Share Home 5. → Y This PC → Ashutosh (A:) → sdfbn ∨ ბ Ouick access Desktop Downloads 📤 Google Drive App Usage.pdf StudentList.csv Documents Pictures attendance Attendance_app sdfbn SSD Creative Cloud Files

Converting student list pdf to csv

- 1. Download the student list from mis
- 2. Go to https://www.zamzar.com/convert/pdf-to-csv/ and upload the pdf
- 3. After downloading the converted csv, open it in excel, this might look something similar to below photo.



- 4. Now, format the file
 - a. Delete the row 1 to 4(in reference to above image)
 - b. Delete Colomn A
 - c. Right click on coloumn C and D and choose Clear Contents.
- 5. Once done save the file with name **StudentList** in **CSV** format.
- **6.** To verfiy if the file is properly stored, open the file in text editor, the content will be in a similar fashion as below



- **7.** Here first row should have roll no and name.
- **8.** Second row onwards roll no. and name **must** be separated by comma.
- **9.** Please ensure there is no comma at the end of each line and no line is empty, step 4 can followed to correct this issue.