Software Requirement Document

The Software Requirements Specification(SRS) is one of the first phases of system development. This phase results in the Software Requirements Specification(SRS) document, which must contain a complete, concise, high-quality description of the system being considered.

Sustainable Outreach And Universal Leadership (SOUL) Limited

Table of Content

Introduction

A. Purpose

This document covers all the functional requirements of the Education module of ERP Product.
The ERP Education module helps in organizing the entire education set-up, such as Student Database, Fee Structure, Staffing Information, Courses, Curriculum, Assessment and Result Declaration

B. Scope

The scope of product has been classified into three sub modules:

i) Admission

This module handles the entire Admission Process of Students. It helps the organization to manage the new student application forms, approval of student applications, student admission, managing student admission fee structures

ii) Academics

This module is used for Time Table Management, Lesson Plans, Attendance Management

iii) Examination

In this module, assessment procedure is defined to evaluate the student's curricular performance in a period. Based on the performance of the student in the assessment, Assessment results can be created for a student.

C. Definition, Acronyms and Abbreviations

The following table explains the terms and abbreviations used in the document:

Abbreviation	Description
SRS	Software Requirements Specification

D. Glossary

The glossary defines the key terms and concepts mentioned and used in this SRS:

Word	Explanation
SRS	Software Requirements Specification

E. User Profiles

This describes the different types of readers that the document is intended for, such as developers, project managers, users, testers, and documentation writers

F. Functional Requirements

This section describes the main functional requirements of the Education module of Campus Management Application

Examination

1. Master Screens

The Examination Masters consists of transactions which would allow user to determine and set the values for the Examination Module to process easily. The transactions in Examination Master consists of:
a. Exam Type
b. Assessment Criteria
c. Grading Scale
d. Student Exam Block Criteria

1.1 Exam Type

● The Exam Type allows user to create and set values for a particular Exam Declaration which shall be beneficial to determine the type of examinations that are being conducted and can be evaluated on the basis of it. For example, an Exam Declaration can be classified as Mid Term Examination or End Term Examination.

● To access Exam Type list, User will go to:

Home > Examination > Examination Master > Exam Type

UI Fields

The "Exam Type" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Type	Text Field	User Input	
Description	Small Text Field	User Input	

Exam Type Creation

1. User will login
2. User will click "Examination" module on the left sidebar in the home screen
3. User will click on "Add Exam Type" Button.
4. Next user will enter the Type and Description.
5. User will click Save and the record will be saved.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
2	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA

| 3 | Education Examination Head | Yes | Yes | Yes | Yes | Yes | NA | NA | NA |

1.2 Assessment Criteria

The Assessment Criteria various components of Continuous Evaluation on the basis of which evaluation shall be conducted. Also, multiple Assessment Criteria can be grouped together under Assessment Criteria Group as well as Maximum Credit can be allotted to them. It can also be linked with Exam Declaration if required. For example, Assessment Criteria can be specified as Mid Term, Practical, End Term, Quiz, Viva, etc.

To access Assessment Criteria list, User will go to:

Home > Examination > Examination Master > Assessment

UI Fields

The "Assessment Criteria" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Assessment Criteria	Text Field	User Input	Y
Assessment Criteria Group	Link Field	Fetched from Assessment Criteria Group master screen	
Maximum Credit	Int Field	Numeric Value	
Description	Small Text Field	User Input	

Assessment Criteria Creation
1. User will go to Assessment Criteria.
2. User will click on "Add Assessment Criteria" button.
3. Next user will enter the Type and Description.
4. User will click Save and the record will be saved.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Instructor	Yes	Yes	No	No	No	NA	NA	NA
2	Examination Management Group	Yes	Yes	Yes	No	No	NA	NA	NA
3	Academics User	No	Yes	Yes	Yes	Yes	NA	NA	NA
4	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

5	Education Examination Head	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

1.3 Grading Scale

Under Grading Scale, user can define the threshold for the different grades obtained by the students, based on their scores in the assessment. For example, students obtaining a score of 90% and above would be graded as A+, students obtaining a score of 80% and above would be graded A- and so on.

To access Assessment Criteria list, User will go to:

Home > Examination > Examination Master > Grading Scale

UI Fields

The "Grading Scale" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Grading Scale Name	Text Field	User Input	Y
Grading Scale Intervals			
Interval	Label		
Grading Scale Interval	Child Table	User Input	
Description	Small Text Field	User Input	

Grading Scale Interval			
Field Label	**Field Type**	**Validation**	**Mandatory**
Grade Code	Text Field	User Input	Y
Grade Point	Text Field	User Input	Y
Threshold	Numeric Field	User Input	Y
Result	Drop Down	PASS FAIL	

Grading Scale Creation
1. User will go to Grading Scale.
2. User will click on "Add Grading Scale" button.

3. Next user will enter the Grading Scale Name, add rows with appropriate data in Grading Scale Interval table and Description.
4. User will click Save and the record will be saved.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Academics User	No	Yes	Yes	Yes	Yes	Yes	Yes	No

1.4 Student Exam Block Criteria

The Student Exam Block Criteria is used to create various criteria based on which students are blocked from applying for an exam declaration. For example, Attendance and Fees can be used as Student Exam Block Criteria for an Exam Declaration.

To access Assessment Criteria list, User will go to:

Home > Examination > Examination Master > Student Exam Block Criteria

UI Fields

The "Student Exam Block Criteria" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Criteria Name	Text Field	User Input	

Student Exam Block Criteria Creation
1. User will go to Student Exam Block Criteria.
2. User will click on "Add Student Exam Block Criteria" button.
3. Next user will enter the Criteria Name.
4. User will click Save and the record will be saved.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

| 3 | Education Administrator | Yes | Yes | Yes | Yes | Yes | NA | NA | NA |

2. Transactional Screens

2.1 Exam Declaration

The Exam Declaration will allow user to declare an exam for various programs in accordance with the 'Academic Calendar' template which was used during the start of each session.

To access the Exam Declaration Process, User will go to:

Home > Examination > Examination>Exam Declaration

UI Fields

The "Exam Declaration" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Exam Type	Link Field	Fetched from Exam Type master screen	
Exam Name	Text Field	User Input	Y
Disabled	Checkbox	User Input	
Is Application Required	Checkbox	User Input	
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Exam Declaration Date	Date picker	User Input	
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Exam Category	Drop down	Regular Re-Exam	
Application Form Start Date	Date picker	User Input	
Application Form End Date	Date picker	User Input	
Exam Start Date	Date picker	User Input	Y
Exam End Date	Date picker	User Input	Y
Admit Card Issue Date	Date picker	User Input	
Block List Display Date	Date picker	User Input	
Program Grade	Link	Fetched from Program Grades master screen	Y
Exam Program	Link	Fetched from	Y

		Programs master screen	
Semesters	Table	Child table: Examination Semester	Y
Get Courses	Button		
Courses Offered	Table	Child table: Exam Courses	Y
Eligibility Details			
Minimum Attendance Criteria	Float field	User Input	Y
Certificate Creation Status	Drop down	In Process Failed Successful	
Get Students	Button		
Total Enrolled Student	Int field	User Input	
Students	Table	Child table: Students	
Fees Status	Drop down	Full Paid More than 50% Allow all	Y
Exam Fees			
Exam Fees Applicable	Drop down	YES NO	
Fee Structure	Table	Child table: Exam Declaration Fee Item	

Semesters			
Field Label	**Field Type**	**Validation**	**Mandatory**
Semester	Link Field	Fetched from Semester master screen	Y

Courses Offered			
Field Label	**Field Type**	**Validation**	**Mandatory**
Courses	Link Field	Fetched from Course master screen	Y
Course Name	Text field	Auto fetch based on Courses	
Course Code	Text field	Auto fetch based on Courses	
Semester	Link Field	Fetched from Program master screen	
Examination Date	Date picker	User Input	Y
From Time	Time	User Input	Y
To Time	Time	User Input	Y
Total Duration (in Hours)	Time	User Input	

Students			
Field Label	**Field Type**	**Validation**	**Mandatory**
Student	Text Field	Auto fetch based on "Get student" Button	
Student Name	Text Field	Auto fetch based on "Get student" Button	
Roll No	Text Field	Auto fetch based on "Get student" Button	
Registration Number	Text Field	Auto fetch based on "Get student" Button	

Fee Structure			
Field Label	**Field Type**	**Validation**	**Mandatory**
Student Category	Link Field	Fetched from Student Category master screen	Y
Fee Structure	Link Field	Fetched from Fee Structure master screen	
Amount	Currency Field	Currency	
Due Date	Date picker		Y

The Exam Declaration can be declared with or without the requirement of an Exam Application.

Prerequisites
The system should have records of Academic Calendar, Program and Academic Year.

Exam Declaration Creation
1. User will add Exam Declaration: Enter the Exam Type, Exam Name, Academic Year, Academic Term.
2. If Exam Application is required, then user will mark the checkbox: Enter Application Form Start Date, Application Form End Date
3. User will select and add the Exam Start Date.
4. User will select and add the Exam End Date.
5. User will select and add the Block List Display Date.
6. User will select and add the Admit Card Issue Date.
7. User will select and add the Exam Program.
8. User will semesters related to the selected Exam Program will be displayed on the drop-down list.
9. User will click on Get Courses.
10. Courses Offered Table:
    a. Courses from the semesters selected are auto populated in the table.
    b. Select and the Examination Date
    c. Change the "From Time" and "To Time" to your desirable schedule.
    d. Total duration (in Hours) will be auto generated.
11. User will select and enter the eligibility details:
    a. Select and add Minimum Attendance Criteria
    b. Select the Fee Status from the list of drop-down options
12. User will select and add Exam Fees:
    i. Select and add Exam Fees if applicable-If Yes, user will select and add various fee structures along with due date in the fee structure table according to Student Category.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Student	Yes	Yes	No	No	No	No	No	No
2	Instructor	No	Yes	No	No	No	No	No	No
3	System Manager	No	Yes	Yes	Yes	Yes	No	No	No
4	Examination Management Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
6	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

2.2 Exam Application

The Exam Application will allow user to apply for an exam that has been declared for a particular program with accordance to the 'Academic Calendar' template which was used during the start of each session.

To access the Exam Application Process, User will go to:

Home > Examination > Examination>Exam Application

UI Fields

The "Exam Application" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Application Date	Date	Today's date is fetched	
Student	Link Field	Fetched from Studentmaster screen	Y
Application Status	Drop down	Applied Approved Rejected	
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	

		Auto fetch based on Student	
Registration Number	Text Field		
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	Y
Program Academic Year	Link Field	Fetched from Academic Year master screen	
Academic Term	Link Field	Fetched from Academic Term master screen	
Exam Fee	Currency field	Auto Fetched	
Current Program	Link Field	Fetched from Programs master screen	
Semesters	Table	Child Table: Examination Semester	
Exam Application Courses	Table	Child Table: Exam Application Courses	

Semesters			
Field Label	**Field Type**	**Validation**	**Mandatory**
Semester	Link field	Fetched from Program master screen	

Exam Application Courses			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course Code	Text Field		
Course Name	Text Field		
Course	Link field	Fetched from Course master screen	
Semester	Link field	Fetched from Program master screen	

Prerequisites
The system should have records of Exam Declaration.

Exam Application Creation
1. User will add Exam Application: The current date is auto fixed and cannot be changed.
2. User will select and Add Student
3. Student Name is automatically reflected in the field below.
4. User will select and add the Exam Declaration for which the student is applying.
5. Data is auto fetched for:
    a. Program Academic Year
    b. Academic term
    c. Exam Fees
6. User will click the Save button.
7. Current Academic Courses will be automatically fetched.

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Head	Yes	Yes	Yes	Yes	No	No	No	No
2	Student	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Examination Management Group	No	Yes	No	No	No	No	No	No
4	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	System Manager	No	Yes	Yes	Yes	Yes	Yes	No	No

2.3 Exam Paper Setting

The Exam Paper Setting is used to prepare paper setting schedules and plan for paper setters and moderators for a particular exam declaration.

To access the Exam Paper Setting, User will go to:

Home > Examination > Examination> Exam Paper

UI Fields

The "Exam Paper Setting" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Posting Date	Date	Today's date is fetched	
Exam Evaluation Plan	Link Field	Fetched from Exam Assessment Plan master screen	Y

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Programs	Link Field	Fetched from Programs master screen	
Semester	Link Field	Fetched from Program master screen	
Course	Link Field	Fetched from Course master screen	Y
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Examiner	Link Field	Fetched from Instructor master screen	
Examiner Name	Text Field	Auto fetch based on Instructor	
Moderator Name	Link Field	Fetched from Instructor master screen	
Schedule			
Schedule Date	Date picker	User Input	
From Time	Time picker	User Input	
To Time	Time picker	User Input	
Paper copy	Attachment Button	User Input	Y
Assessment Plan Criteria	Table	Child Table: Assessment Plan Criteria	

Assessment Plan Criteria			
Field Label	**Field Type**	**Validation**	**Mandatory**
Assessment Criteria	Link Field	Fetched from Assessment Criteria master screen	
Maximum Score	Numeric Field		

Prerequisites
The system should have records of Exam Evaluation Plan and Exam Declaration

**Note: The Exam Paper Setting is already created as a draft when Exam Evaluation Plan is submitted. The Paper Setter has to only attach the exam paper set for that particular exam declaration and then approved by the Moderator if any. **

Exam Paper Setting Creation

1. User will select and add Exam Paper Setting:
2. User will select and add Exam Evaluation Plan, Academic year, Academic Term.
3. User will select and add Course
4. User will select the Examiner from the drop-down menu and then the Moderator Name.
5. User will select the Schedule Date: Select "From Time" & "To time".
6. User will click on the attach button and attach the paper copy.
7. User will click the save button

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
2	System Manager	No	Yes	Yes	Yes	Yes	No	No	No
3	Examination Management Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	Instructor	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
6	Moderator	Yes	Yes	Yes	No	No	Yes	Yes	No

2.4 Exam Block List

The Exam Block List displays the list of students that are blocked from applying for a particular Exam Declaration as they are not being able to clear the eligibility exam criteria.

To access the Student Exam Block List Process, User will go to:

Home > Examination > Examination> Exam Block List

UI Fields

The "Exam Block List" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Program Grade	Link Field	Fetched from	

		Program Grades master screen	
Program of Exam	Link Field	Fetched from Programs master screen	Y
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	
Semester	Link Field	Fetched from Program master screen	
Send Notification	Check Box	User Input	Y
Student Block Item	Table	Child Table: Student Block Item	

Student Block Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Criteria	Link Field	Fetched from Student Exam Block Criteria master screen	Y
Roll No	Text Field	Auto fetch based on Student	

Student Exam Block List Creation
1. User will add Student Exam Block List: Select and add Program of Exam
2. User will select and add Exam Declaration
3. Semester is auto fetched
4. User will select and add row in Student Block Item:
    a. Enter Student ID
    b. Student Name is auto fetched
    c. Select and add criteria
5. Select Save button

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	System Manager	No	Yes	Yes	Yes	Yes	No	No	No

2.5 Admit Card

The Admit Card process is used to download the admit card after the exam application has been applied for the particular exam declaration.

To access the Admit Card Process, User will go to:

Home > Education > Examination> Admit Card

UI Fields

The "Student Admit Card" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Enrollment No.	Link Field	Fetched from Program Enrollment master screen	Y
Student Roll No	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Program Enrollment	y
Roll No	Text Field	Auto fetch based on Program Enrollment	
Father's Name	Text Field		
Current Program	Link Field	Fetched from Programs master screen	Y
Permanant Registration Number	Text Field	Auto fetch based on Program Enrollment	
Photo	Attachment Button	Auto fetch based on Student	
Academic Year	Link Field	Fetched from Academic Year master screen	
Academic Year	Text Field	Auto fetch based on Program Enrollment	
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Courses Offered			

Courses	Table	Child Table: Admit Card Course	
Signature of Principal	Attachment Image Button	User Input	
Examiner Signature			
Signature			

Admit Card Course			
Field Label	**Field Type**	**Validation**	**Mandatory**
Courses	Link Field	Fetched from Academic Year master screen	Y
Course Name	Text Field		
Course Code	Text Field		
Semester	Link Field	Fetched from Academic Year master screen	
Examination Date	Date picker		Y
From Time	Time picker		Y
To Time	Time picker		Y
Total Duration (in Hours)	Time picker		
Invigilator Sign	Text Field		

Prerequisites

The system should have records of Exam Declaration, Exam Application, Eligibility Criteria and Admit Card Issue Date.

Admit Card Creation

1. User will select and add Student Admit Card
2. User will select and Add Registration No
3. All other fields are auto fetched accordingly
4. User will click the Save button

Other Features

1. The Admit card can be view in print form and downloaded.
2. The admit card contains information regarding the exam schedule.
3. It also contains photo of the student.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
2	Examination Management Group	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
3	Instructor	No	Yes	No	No	No	NA	NA	NA
4	Student	Yes	Yes	No	No	No	NA	NA	NA

| 5 | System Manager | No | Yes | Yes | Yes | Yes | NA | NA | NA |
| 6 | Education Examination Head | Yes | Yes | Yes | Yes | Yes | NA | NA | NA |

2.6 Post Exam Declaration

There are some processes that need to be available with the students as well as the institute be it before result declaration or post examination, in order to give a fair chance to students, this screen aims to assist students if they have any doubts about the marks that they have secured and the results that are published.

The post exam declaration consists of 2 declarations that are mostly made open for students to apply:
1. Photocopy Application
2. Re-evaluation Application

To access the Post Exam Declaration Process, User will go to:

Home > Examination > Examination> Post Exam Declaration

UI Fields

The "Post Exam Declaration" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Posting Date	Date	Today's date is fetched	
Start Date	Date Picker	User Input	Y
End Date	Date Picker	User Input	y
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	Y
Exam Name	Text Field	Auto fetch based on Exam Declaration	
Fees Applicable	Drop Down	YES NO	Y
Fee Structure	Table	Child Table: Exam Declaration Fee Item	

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Exam Declaration Fee Item			
Field Label	Field Type	Validation	Mandatory
Student Category	Link Field	Fetched from Student Category master screen	Y
Fee Structure	Link Field	Fetched from Fee Structure master screen	
Amount	Currency Field	Currency	
Due Date	Date picker		Y

Prerequisites
The system should have records of Exam Declaration and Fees Applicable.

Post Exam Declaration Creation
1. User will select and Post Exam Declaration
2. User will select and add Start Date.
3. User will select and add End Date
4. User will select and add Exam Declaration for which Post Exam Declaration is being issued.
5. User will select if Fees Applicable,
    i. Select and add Fee Structure.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
2	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
3	Student	Yes	Yes	No	No	No	NA	NA	NA

2.7 Photocopy Application

After a post-exam declaration, if the student wants to view his exam answer sheet, then they apply to photocopy application. The exam section attaches the copy of the student's scanned answer sheet which is accessible from the student ID. Through this process, the student can raise any issues regarding his evaluation of the answer sheet by the faculty/instructor.

To access the Photocopy Application, User will go to:

Home > Examination Module > Examination> Photocopy Application

UI Fields

The "Photocopy Application" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Application Date	Date	Today's date is fetched	
Status	Drop down	Draft Submitted Photocopy Uploaded Cancelled	
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Registration Number	Text Field	Auto fetch based on Student	
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	Y
Exam Name	Text Field	Auto fetch based on Exam Declaration	
Post Exam Declaration	Link Field	Fetched from Post Exam Declaration master screen	Y
Photocopy Item	Table	Child Table: Photocopy Item	Y
Total Fees	Currency Field		

Photocopy Item

Field Label	Field Type	Validation	Mandatory
Course	Link Field	Fetched from Post Course master screen	
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Photocopy	Attach button		

Prerequisites

The system should have records of Exam Declaration, Post Exam Declaration and Fees Applicable.

Photocopy Application Creation

1. User will select and add Photocopy Application
2. User will select and add Student Name
3. User will select and add Exam Declaration
4. User will select and add Post Exam Declaration
5. User will select Photocopy Item:
    a. Select and add Course Name from the list of courses for which Post Exam Declaration is issued.
    b. Select attach button and upload photocopy.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	System Manager	No	Yes	Yes	Yes	Yes	No	No	No
3	Student(Only if creator)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Student(After Submission)	No	Yes	No	No	No	NA	No	No

2.8 Reevaluation Application

After a post-exam declaration, if the student wants to have his answer sheet re-counted for the marks he has been assigned, then he applies for the revaluation application. The re- counted score is placed at the disposal of the student after the revaluation by the Exam section but the scanned copy for the answer sheet is not accessible at the student ID.

To access the Reevaluation Application, User will go to:

Home >Education > Examination> Reevaluation Application

UI Fields

The "Reevaluation Application" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Application Date	Date	Today's date is fetched	
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Registration Number	Text Field	Auto fetch based on Student	
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	Y
Exam Name	Text Field	Auto fetch based on Exam Declaration	
Post Exam Declaration	Link Field	Fetched from Post Exam Declaration master screen	Y
Photocopy Item	Table	Child Table: Photocopy Item	
Total Fees Payable	Currency Field		

Photocopy Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course	Link Field	Fetched from Post Course master screen	
Course Code	Text Field	Auto fetch based on Course	

Course Name	Text Field	Auto fetch based on Course	
Photocopy	Attach button		

Prerequisites
The system should have records of Exam Declaration, Post Exam Declaration and Fees Applicable.

Revaluation Application Creation
1. User will select and add Reevaluation Application
2. User will select and add Student Name
3. User will select and add Exam Declaration
4. User will select and Post Exam Declaration
5. User will select Photocopy Item:
    a. Select and add Course Name from the list of courses for which Post Exam Declaration is issued.
    b. Select attach button and upload photocopy

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Student	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	System Manager	No	Yes	Yes	Yes	Yes	No	No	No

2.9 Exam Evaluation Plan

An Exam Evaluation Plan is a schedule to conduct the examination/assessment of a particular course for a group of students studying that course in an on-going academic term.

To access the Exam Evaluation Plan, User will go to:

Home > Examination > Evaluation > Exam Evaluation Plan

UI Fields

The "Exam Evaluation Plan" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	Y
Grading Scale	Link Field	Fetched from Grading Scale master screen	Y
Assessment Criteria	Link Field	Fetched from Assessment Criteria	Y

		master screen	
Programs	Link Field	Fetched from Programs master screen	Y
Semester	Link Field	Fetched from Program master screen	Y
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Class Room	Link Field	Fetched from Room master screen	
Evaluate			
Exam Assessment Plan Item	Table	Child Table: Course Assessment Plan Item	Y
Schedule			
Paper Setting Start Date	Date Picker	User Input	Y
Paper Setting End Date	Date Picker	User Input	Y
Paper Setter List	Table	Child Table: moderator List	
Moderator List	Table	Child Table: Exam Assessment Plan	

Exam Assessment Plan Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course	Link Field	Fetched from Course master screen	Y
Course Name	Text Field	Auto fetch based on Course	
Course Code	Text Field	Auto fetch based on Course	
Passing Marks	Numeric Field		
Total Marks	Numeric Field		Y
Total Credit	Numeric Field		Y

Paper Setter List			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course	Link Field	Fetched from Course master screen	Y
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Paper Setter	Link Field	Fetched from	Y

Field Label	Field Type	Validation	Mandatory
		Instructor master screen	
Full Name	Text Field	Auto fetch based on Paper Setter	
No of Sets	Numeric Field		Y

Moderator List			
Field Label	Field Type	Validation	Mandatory
Course	Link Field	Fetched from Course master screen	Y
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Moderator	Link Field	Fetched from Instructor master screen	Y
Moderator Name	Text Field	Auto fetch based on Moderator	

Prerequisites

Before creating an Exam Evaluation Plan, it is advisable that you create records of Student Group (Based on Exam Declaration), Course, Program, Evaluation Group and Grading Scale.

Exam Evaluation Plan Creation

1. User will go to the Exam Evaluation Plan list and click on New.
2. User will select the Exam Declaration for which you want to conduct the evaluation plan.
3. User will select the Academic Year, Academic Term, Grading Scale, Assessment Criteria for which you are conducting the evaluation plan.
4. The courses for which the exam declaration has been made, gets auto fetched in the "Evaluate" table along with passing marks and total marks.
5. User will select the Paper Setting Start Date and Paper Setting End Date.
6. User will select the faculties in the Examiners List and select the courses which are present in their respective Instructor Log.
7. User will select the faculties as Moderators along with the courses specified to them.
8. User will click Save button
9. Once you save the Exam Evaluation Plan, the Exam Paper Setting would automatically be created for the evaluation which needs to be verified and submitted.
10. Submitted.

Features

Exam Schedule-

1. Schedule Date: Enter the date on which the evaluation is to be conducted.
2. From Time: Enter the start date for the evaluation.
3. To Time: Enter the end time for the evaluation.
4. Room: Select the room in which the evaluation would be conducted.
5. Examiner: Add the name of the Examining Instructor for this assessment.
6. Supervisor: Add the name of the Supervising Instructor for this assessment.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend

1	Instructor	Yes	Yes	No	No	No	No	No	No
2	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Academics User	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

2.10 Criteria Wise Evaluation

Criteria Wise Evaluation allows us to create an evaluation for a particular assessment criterion in a course for a student enrolled in that course.

To access the Criteria Wise Evaluation, User will go to:

UI Fields

The "Criteria Wise Evaluation" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Registration Number	Text Field	Auto fetch based on Student	
Academic Year	Link Field	Fetched from	Y

		Academic Year master screen	
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Course	Link Field	Fetched from Course master screen	Y
Course Name	Text Field	Auto fetch based on Course	
Assessment Criteria	Link Field	Fetched from Assessment Criteria master screen	Y
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	
Program Grade	Link Field	Fetched from Program Grades master screen	
Programs	Link Field	Fetched from Programs master screen	
Semester	Link Field	Fetched from Program master screen	
Exam Assessment Plan	Link Field	Fetched from Exam Assessment Plan master screen	
Earned Marks	Float		
Total Marks	Float		

Prerequisites

Before creating Criteria-wise Evaluation, it is advisable that user creates the record of Exam Declaration, Course, Assessment Criteria, Exam Evaluation Plan and Grading Scale.

Criteria-wise Evaluation Creation

1. User will go to Criteria Wise Evaluation; Select and add Criteria Wise Evaluation.
2. User will select and enter the Student Name
3. User will select and enter Academic Year and Academic Term
4. User will select the Course from the drop-down list.
5. User will select and add Assessment Criteria.
6. User will select and add Exam Declaration and Exam Evaluation Plan if any.
7. User will click Save button.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Instructor	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Examination Management Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

| 4 | Education Examination Head | Yes | Yes | Yes | Yes | No | No | No | No |
| 5 | System Manager | No | Yes | Yes | Yes | Yes | No | No | No |

2.11 Continuous Evaluation

Continuous Evaluation is used to assess the Assessment Criteria done for a course for an individual student.

To go to Continuous Evaluation, User will go to:

Home > Examination > Evaluation > Continuous Evaluation

UI Fields

The "Continuous Evaluation" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Course	Link Field	Fetched from Course master screen	Y
Roll No	Text Field	Auto fetch based on Student	
Registration Number	Text Field	Auto fetch based on Student	
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Assessment Criteria	Link Field	Fetched from Assessment Criteria master screen	Y
Academic Year	Link Field	Fetched from Academic Year	Y

		master screen	
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Get Assessments	Button	User Input	
Final Credit Item	Table	Child Table: Final Credit Item	Y
Grace Marks	Float	Fetched from Program Grades master screen	
Earned Credits	Float	Fetched from Programs master screen	
Total Credits	Float	Fetched from Program master screen	
Weightage Marks	Float	Fetched from Exam Assessment Plan master screen	
Final Marks	Float		Y
Out of Marks	Float		

Final Credit Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course Assessment	Link Field	Fetched from Course Assessment master screen	
Earned Marks	Float		
Grace Marks	Float		
Total Marks	Float		

Prerequisites
Before creating Continuous Evaluation, it is advisable that user creates the record of Criteria wise Evaluation.

Continuous Evaluation Creation
1. User will go to Continuous Evaluation; Select and add Continuous Evaluation.
2. User will select and enter the Student Name
3. User will select the Course from the drop down list.
4. User will select and add Assessment Criteria.
5. User will select Get Assessments.
6. The Assessment Criteria for that particular course is auto fetched.
7. User will enter Grace Marks if required.
8. User will Earned Credits and Weightage Marks is auto fetched.
9. User will enter the Final Marks after any revision.
10. User will click Save button.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
2	Examination Management Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Instructor	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	System Manager	No	Yes	Yes	Yes	Yes	No	No	No
5	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

2.12 Final Exam Result

Final Exam Result is used to evaluate the final assessment of a student for a particular semester.

To go to the Final Exam Result, User will go to:

Home > Examination > Evaluation > Final Exam Result

Add Row

Summary

Comment

Credit Point

SGPA in to Credit Point

UI Fields

The "Final Exam Result" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Programs	Link Field	Fetched from Programs master screen	
Semester	Link Field	Fetched from Program master screen	
Course	Link Field	Fetched from Course master screen	
Academic Year	Link Field	Fetched from Academic Year master screen	
Academic Term	Link Field	Fetched from Academic Term master screen	
Status	Drop down	Update	
Student	Link Field	Fetched from student master screen	
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Registration Number	Text Field	Auto fetch based on Student	
Student Group	Link Field	Fetched from Student Group master screen	
Assessment Group	Link Field	Fetched from Assessment Group master screen	
Grading Scale	Link Field	Fetched from Grading Scale master screen	
Assessment Status	Text Field		
Result			
Get Result	Button	User Input	

Assessment Result Item	Table	Child Table: Assessment Result Item	
Evaluation Result Item	Table	Child Table: Evaluation Result Item	
Semesters SGPA	Table	Child Table: Previous Semester SGPA	
SGPA	Float		
Result	Text Field		
Grade	Text Field		
Overall CGPA	Float		
Summary			
Comment	Small Text Field		
Credit Point	Float		
SGPA in to Credit Point	Text Field		

Assessment Result Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course	Link Field	Fetched from Course master screen	Y
Assessment Criteria	Link Field	Fetched from Assessment Criteria master screen	
Earned CR	Float		
Total CR	Float		
Earned Marks	Float		
Total Marks	Float		
Grade	Text Field		
Result	Drop down	P F	

Evaluation Result Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Course	Link Field	Fetched from Course master screen	Y
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Earned CR	Float		
Total CR	Text Field		
Earned Marks	Text Field		
Total Marks	Text Field		

Grade	Text Field		
Result	Drop down	P F	

Previous Semester SGPA			
Field Label	**Field Type**	**Validation**	**Mandatory**
Semester	Link Field	Fetched from Program master screen	
Semester Order	Drop down	1ST SEM 2ND SEM 3RD SEM 4TH SEM 5TH SEM 6TH SEM 7TH SEM 8TH SEM 9TH SEM 10TH SEM	
SGPA	Float		
Semester Number	Numeric Field		

Prerequisites

Before creating Final Exam Result, it is advisable to create the record of Criteria wise Evaluation and Continuous Evaluation.

Final Exam Result Creation

1. User will go to Final Exam Result; Select and add Final Exam Result.
2. User will Select and enter the Student Name
3. All the information required is auto fetched.
4. User will select and add Grading Scale.
5. User will click on Get Result button.
6. The Assessment Result items for that particular student is auto fetched.
7. The Evaluation Result item is also auto fetched and calculated on the basis of grading scale.
8. The SGPA, Result and Grade is also calculated and automatically fetched.
9. User will Submit and Save the Final Exam Result.
10. The final exam result is declared for a particular student.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Academics User	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	Student	Yes	Yes	No	No	No	No	No	No

2.13 Leaving Certificate

Leaving Certificate is issued when the students have completed their programs. In the ERP the leaving certificate is issued when their Assessment Status is complete. It is a certificate showing a person has completed his or her time at school, sometimes requiring the passing of an exam or exams.

To go to Leaving Certificate, User will go to:

Home > Examination > Transcripts > Leaving Certificate

UI Fields

The "Leaving Certificate" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from Student master screen	Y
Name of the Student :	Text Field	Auto fetch based on Student	

Roll No	Text Field	Auto fetch based on Student	
Mother's Name	Text Field	Auto fetch based on Student	
Father's Name	Text Field	Auto fetch based on Student	
Permanent Address			
Village :	Text Field	Auto fetch based on Student	
Police Station :	Text Field	Auto fetch based on Student	
Post Office :	Text Field	Auto fetch based on Student	
District :	Text Field	Auto fetch based on Student	
Pincode	Text Field	Auto fetch based on Student	
Date of Admission	Text Field		
Date of Birth	Date		
Date of Leaving the School :	Text Field		
Class in which she/he was reading	Link Field		
Character	Text Field		
Whether he/she has passed the Annual Examination	Drop Down	Yes No	
Date	Date Picker	User Input	
Registrar Signature	Attach Image	User Input	

Prerequisites
The Student should have completed his/her respective program.

Leaving Certificate Creation
1. User will go to Leaving Certificate; Add Leaving Certificate
2. User will select and enter Student Name.
3. The details related to Student is auto fetched.
4. User will select and add Character details.
5. User will select and add Annual Exam.
6. User will select and add Reason for Leaving the College.
7. User will click Save button.
8. User will select the Print icon.
9. Change the standard form to Leaving Certificate

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Administrator	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2	System Manager	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	Education Examination Head	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

4	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

2.14 Provisional Certificate

Provisional Certificate is issued in order to make sure that the student is not deprived of any future opportunities in the form of a job or higher education. It helps the college administration in keeping a record of students who have passed from the university.

To go to Provisional Certificate, User will go to:

Home > Examination > Transcripts > Provisional Certificate

UI Fields

The "Provisional Certificate" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Permanent Registration Number	Text Field	Auto fetch based on Student	Y
Date	Date	Today's date is fetched	Y
Programs	Link Field	Fetched from Programs master screen	Y
Place	Text Field		
Name Of Degree	Text Field		

Provisional Certificate Creation
1. User will go to Provisional Certificate; Add Provisional Certificate
2. User will select and enter Student Name

3. The related details to Student are auto fetched.
4. User will select and add Place.
5. User will select and add Name of Degree.
6. User will click Save button.
7. User will select the Print icon.
8. Change the standard form to Provisional Certificate.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

2.15 Migration Certificate

Migration Certificate is a document issued by the concerned University or Board in which one studies. It helps in getting admission to another institution or any education board and it is issued at the completion of the course along with other necessary documents.

To go to Migration Certificate, User will go to:

Home > Examination > Transcripts > Migration Certificate

UI Fields

The "Migration Certificate" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Permanent Registration Number	Text Field	Auto fetch based on Student	
Programs	Link Field	Fetched from Programs master screen	

		Fetched from Academic Year master screen	
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Academic Session	Text Field		
Resistrar Signature	Attach Image	User Input	

Migration Certificate Creation
1. User will go to Migration Certificate; Add Migration Certificate.
2. User will select and enter Student Name
3. The related details of the Student are auto fetched.
4. User will Select and add Place.
5. User will select and add Name of Degree.
6. User will click Save button.
7. User will select the Print icon.
8. Change the standard form to Migration Certificate.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
2	Education Examination Head	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
3	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
4	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

2.16 Conduct Certificate

A Conduct Certificate specifies the behavior of an individual during a period of time, in an official place. It is also sometimes referred to as a character certificate. A conduct certificate is given to a student when he wants to get admission in another institute or in case of transfer.

To go to Conduct Certificate, User will go to:

Home > Examination > Transcripts > Conduct Certificate

UI Fields

The "Conduct Certificate" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from Student master screen	Y
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
Programs	Link Field	Fetched from Programs master screen	
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Admission Year	Text Field		
Leaving Year	Text Field		
Academic Year Start	Date Picker		
Academic Year End	Date Picker		
Registrar Signature	Attach Image	User Input	
Date	Date	Today's date is fetched	Y

Conduct Certificate Creation
1. User will go to Conduct Certificate; Add Conduct Certificate.
2. User will select and enter Student Name.
3. The related details of the Student are auto fetched.
4. User will select and add Place.
5. User will add name of degree.

6. User will click Save button.
7. User will select the Print icon.
8. Change the standard form to Conduct Certificate.

User Permission Rules:

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
3	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
4	Education Examination Head	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

2.17 Cumulative Marksheet

Cumulative Marksheet is a compilation of all the semesters with their grades in a single certificate. The Cumulative marksheet will have a list of subjects, grades obtained and CGPA (Cumulative Grade Point Average). And also details of students, such as roll number, name, age and date of birth, program enrollment.

To go to Cumulative Marksheet, User will go to:

Home > Examination > Transcripts > Cumulative Marksheet

UI Fields

The "Cumulative Marksheet" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Student	Link Field	Fetched from Student master screen	
Student Name	Text Field	Auto fetch based on Student	
Roll No	Text Field	Auto fetch based on Student	
BRANCH	Text Field		
Registration Number	Text Field	Auto fetch based on Student	
COMPLETED ON	Text Field		
Year of Admission	Link Field	Fetched from Academic Year master screen	
Year of Completion	Link Field	Fetched from Academic Year master screen	
PROGRAMME	Link Field	Fetched from Programs master screen	
School of	Text Field		
SPECIALIZATION	Text Field	Fetched from Academic Year master screen	
Year of Admission	Text Field		
Cumulative Courses Item	Table	Child Table: Cummulative Courses Item	
Cumulative Grades Item	Table	Child Table: Cumulatice Grades Item	
Result			

CGPA	Float		
RESULT	Text Field	User Input	
Total Number of Students	Int Field	Today's date is fetched	
Signature of Examiner	Attach image		

Cummulative Courses Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Programs	Link Field	Fetched from Programs master screen	
Semester	Link Field	Fetched from Program master screen	
Course	Link Field	Fetched from Course master screen	
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
CR	Text Field		
GR	Text Field		

Cumulatice Grades Item			
Field Label	**Field Type**	**Validation**	**Mandatory**
Semester	Link Field	Fetched from Program master screen	
Semester Order	Drop down	1ST SEM 2ND SEM 3RD SEM 4TH SEM 5TH SEM 6TH SEM 7TH SEM 8TH SEM 9TH SEM 10TH SEM	
SGPA	Float		

Cumulative Marksheet Creation
1. User will go to Cumulative Marksheet; Add Cumulative Marksheet.
2. User will select and enter Student Name.
3. The related details of the Student are auto fetched.
4. User will click Save button.
5. User will select the Print icon.
6. Change the standard form to Cumulative Marksheet.
7. Print the Cumulative Marksheet.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Dept	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
2	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
3	Education Examination Head	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

3. Tools

3.1 Criteria Wise Evaluation Tool

Criteria Wise Evaluation Tool helps in entering marks earned by the students in a semester for a particular course and particular assessment criteria.

To go to Criteria Wise Evaluation Tool, User will go to:

Home > Examination > Tools > Criteria Wise Evaluation Tool

Criteria Wise Evaluation Tool • Not Saved   Save

Academic Year *
2023-24

Academic Term *
2023-24 (Sem-1)

Exam Declaration
EX-DEC-00004

Exam Evaluation Plan
EXPLN-00004

Total Students
3

Program Grade *
UnderGraduate

Programs *
BPharma

Semester *
BPharma Semester I

Course *
CRS-00002

Course Code
BPh-1001

Course Name
B.Pharma Course 1

Assessment Criteria *
End Term

UI Fields

The "Criteria Wise Evaluation Tool" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Exam Declaration	Link Field	Fetched from Exam Declaration master screen	
Exam Assessment Plan	Link Field	Fetched from Exam Assessment Plan master screen	
Total Students	Int Field		

Program Grade	Link Field	Fetched from Program Grades master screen	
Programs	Link Field	Fetched from Programs master screen	
Semester	Link Field	Fetched from Program master screen	
Course	Link Field	Fetched from Course master screen	Y
Course Code	Text Field	Auto fetch based on Course	
Course Name	Text Field	Auto fetch based on Course	
Assessment Criteria	Link Field	Fetched from Assessment Criteria master screen	Y
Student Details Data	Table	HTML	

Criteria Wise Evaluation Tool Usage
1. User will go to Criteria Wise Evaluation Tool.
2. User will Select and add Academic Year, Academic Term.
3. User will Select and add Programs, Semesters.
4. User will Select and add Course for which assessment criteria is to be evaluated.
5. User will Select and add Assessment Criteria.
6. If the Assessment Criteria is linked to any exams, then:
    a. User will Select and add Exam Declaration from the drop down list.
    b. User will Select and add Exam Evaluation Plan from the drop down list.
7. The total number of Students along with the Student list is fetched.
8. User will Select and enter the marks for each student in the Earned Marks field.
9. User will click Save button.

The entries for all the Students' Criteria Wise Evaluation is created in the Criteria Wise Evaluation Document which can be verified and finally submitted.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Head	Yes	Yes	Yes	Yes	No	NA	NA	NA
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
3	Academics User	No	Yes	Yes	Yes	No	NA	NA	NA
4	Examination Management Group	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
5	Instructor	Yes	Yes	Yes	Yes	Yes	NA	NA	NA

3.2 Final Result Declaration Tool

Final Result Declaration Tool is used to declare the final exam results for a particular

group/batch of students in a semester.

To go to the Final Result Declaration Tool, User will go to:

Home > Examination > Tools > Final Result Declaration Tool

UI Fields

The "Criteria Wise Evaluation Tool" screen shall consist of the following fields:

Field Label	Field Type	Validation	Mandatory
Program Grade	Link Field	Fetched from Program Grades master screen	Y
Programs	Link Field	Fetched from Programs master screen	Y
Semester	Link Field	Fetched from Program master screen	Y
Grading scale	Link Field	Fetched from Grading Scale master screen	Y
Academic Year	Link Field	Fetched from Academic Year master screen	Y
Academic Term	Link Field	Fetched from Academic Term master screen	Y
Result Creation Status	Drop Down	In Process Failed Successful	
Get Students	Button	User Input	
Total Enrolled Student	Int Field		
Total Students for Result	Int Field		
Result Declaration Student	Table	Child Table: Result Declaration Student	

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Result Declaration Student			
Field Label	**Field Type**	**Validation**	**Mandatory**
Student	Link Field	Fetched from Student master screen	
Student Name	Text Field	Auto fetch based on Student	
Completion Status	Drop down	Completed Pending	
Roll No	Text Field		

Final Result Declaration Tool Usage

1. User will go to Final Result Declaration Tool; Add Final Result Declaration
2. User will select and add Programs.
3. User will select and add Semester.
4. User will select and add Grading Scale.
5. User will select and add Academic Year, Academic Term.
6. User will click"Get Students".
7. Total Enrolled Students is shown in the field.
8. The Result Declaration Student List is auto fetched along with Completion Status/Pending Status.
9. User will click Save button.
10. The draft entries from the Final Result Declaration Tool is created in Final Exam Result.
11. The draft entries are now then verified and submitted.

User Permission Rules

ID	Role	Select	Read	Write	Create	Delete	Submit	Cancel	Amend
1	Education Examination Dept	Yes	Yes	Yes	Yes	No	NA	NA	NA
2	Education Administrator	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
3	Instructor	Yes	Yes	Yes	Yes	No	NA	NA	NA
4	Education Examination Head	Yes	Yes	Yes	Yes	Yes	NA	NA	NA
5	System Manager	No	Yes	Yes	Yes	Yes	NA	NA	NA
6	Examination Management Group	Yes	Yes	Yes	Yes	No	NA	NA	NA

4. Reports

There are two types of reports available on the system:
1. Generic Report: The generic reports are the ones which can be generated for each screen and are by default available for each screen. The report contains data of every field in every record in tabular format.

2. Custom Report: Custom reports are the ones which are developed as per the requirements and contain only the required fields and can be viewed on a dedicated screen like any other transactional screen.

Generic Reports

- Generic reports can be generated by clicking on a button on the top right side next to the refresh button. The default mode of the button is "List view" which can be changed to "Report" on selecting the report option from the drop down. As you can see in the below screenshot for the Instructor screen:
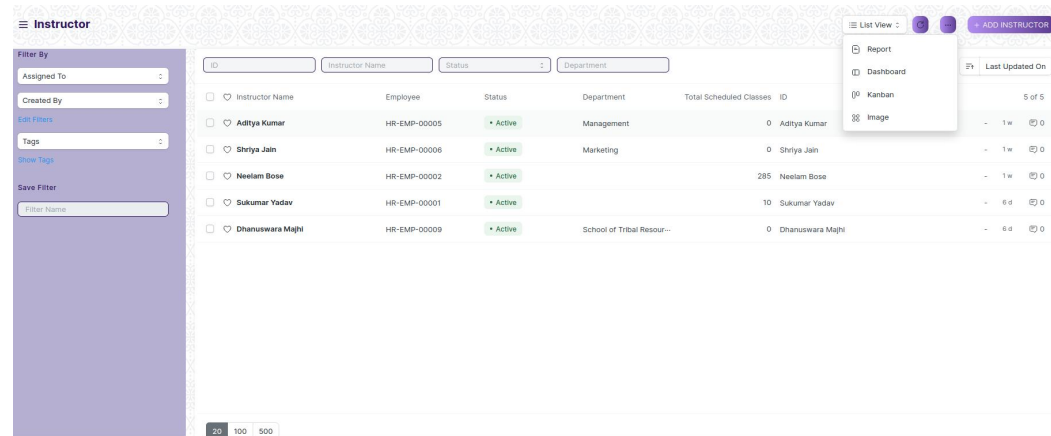
- On clicking the Report option, the data of each record on the screen will be viewed in report form as shown below:

- The user can search for a record as well as filter them on the basis of label name and its corresponding value. The instructions for using these features are elaborated in further details in later section named "Search and Filter feature in List view".

Custom Reports

The custom reports available in this modules are:
1. Course Evaluation Report
2. Course wise Result

4.1 Course Evaluation Report

The Course Evaluation Report displays a summary of information for course evaluation data of a student. The Evaluation Report can be used to derive the reports of evaluation relative to any of the following fields:
1. Student Group

2. Academic Year
3. Academic Term
4. Programs
5. Semester
6. Course
7. Course Evaluation Criteria

To go to Course Evaluation Report, User will go to:

<p style="text-align:center">Home > Examination > Reports > Course Evaluation Report</p>

Course Evaluation Report Creation
1. User will go to Course Evaluation Report
2. User will select and enter Student Group
3. User will select and enter Academic Year, Academic Term
4. User will select and enter Programs
5. User will select and enter Semester
6. User will select and enter Course
7. User will select and enter Course Assessment Criteria.
8. User will click Save button.

Features
The Course Evaluation Report can be generated with respect to any values/fields. In Course Evaluation Report, extra values/fields can also be added to view the report. The Report can be edited, exported and emailed also.

4.2 Course wise Result

The Course Wise Result Report displays a summary of information of students' performance for that particular enrolled course/subject. The Course Wise Result Report can be generated using the values for any of the following fields:
1. Programs
2. Semester
3. Course
4. Academic Term

5. Academic Year
6. Grading Scale

To go to Course Wise Result Report, User will go to:

Home > Examination > Reports > Course Wise Result

| Course Wise Result					↻ ···
Programs	Semester	Course	Academic Year	Academic Term	Grading Scale

Please set filters

Prerequisites
The system should have records of Programs and Academic Year.

Course Wise Result report Creation
1. User will go to Course Wise Result Report
2. User will Select Show Report
3. User will Select and enter Program(mandatory)
4. User will select and enter Semester
5. User will select and enter Course
6. User will select and enter Academic Year(mandatory)
7. User will select and enter Academic Term.
8. User will select and enter Grading Scale.
9. Print or export the generated report.

Search and Filter feature in List view

● After every successful submission/saving of a record, the record can be viewed in list view by selecting the screen name in the respective workspace.

● Further, the user can filter records and even search for a particular record from the list view of any screen.

● Lets consider an example. For Instructor screen, following is the list view:
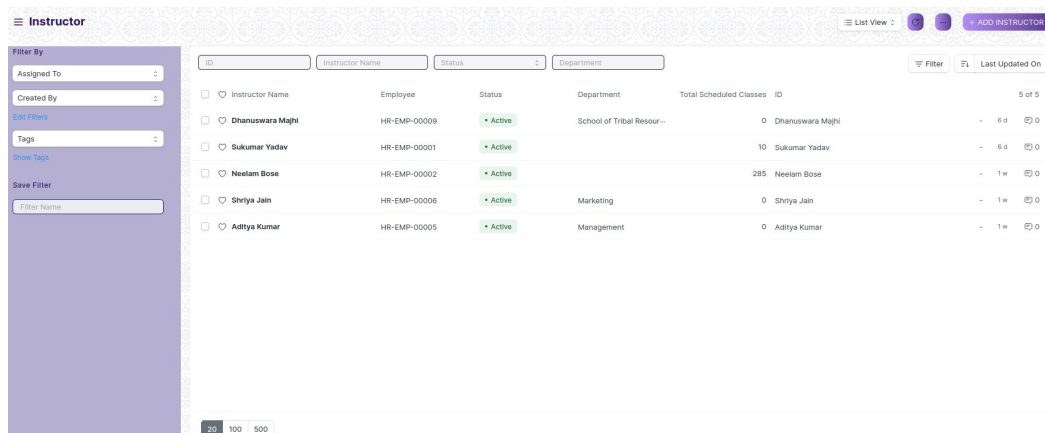
- The user can either search for any particular record on the basis of ID, Instructor Name, Status or Department. Here in the below screen shot we are trying to search for an instructor name- "Shriya Jain"
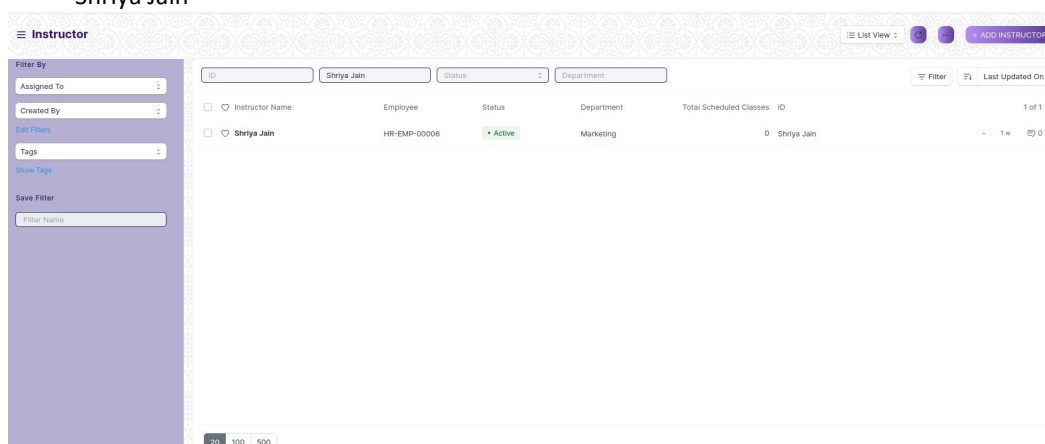

- Similarly, the user can search for any other record using either one field name or multiple field names like- ID, Status or Department.

- Now we will see how the user can filter records using the filter feature in the list view. Below is the screen shot of how we can apply filter:
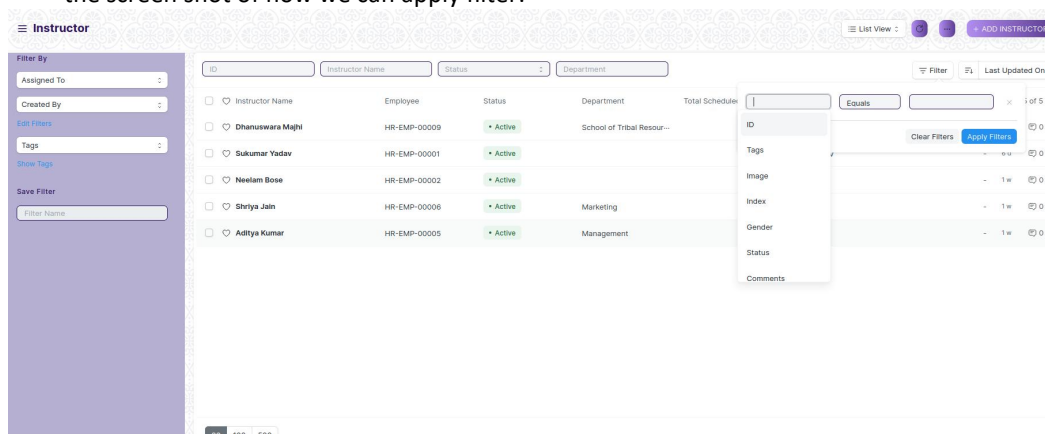
- On clicking the filter button on the top left side of the screen, a window appears which will require 3 things as input that are the label which needs to be filtered, the comparison operator(Eg: Equals, Not Equals, like, etc.) and the corresponding vale on which basis the records should be filtered.

- Now, for example, we want to filter the instructors who taught in the academic year of **2022-23**:
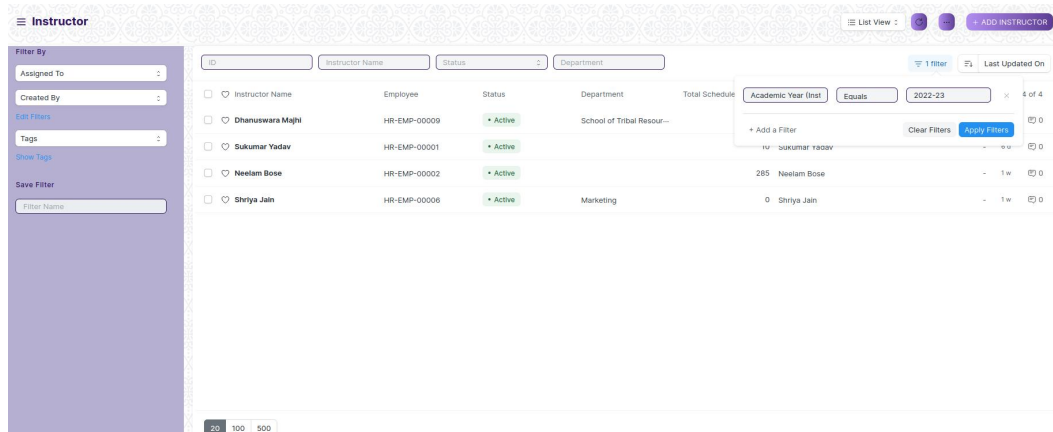
- Also, the user can add multiple filters to further narrow down the records. For example, the user wants to filter records of instructors who taught in **2022-2023** and are **female** instructors. Below is the screen shot of the same:
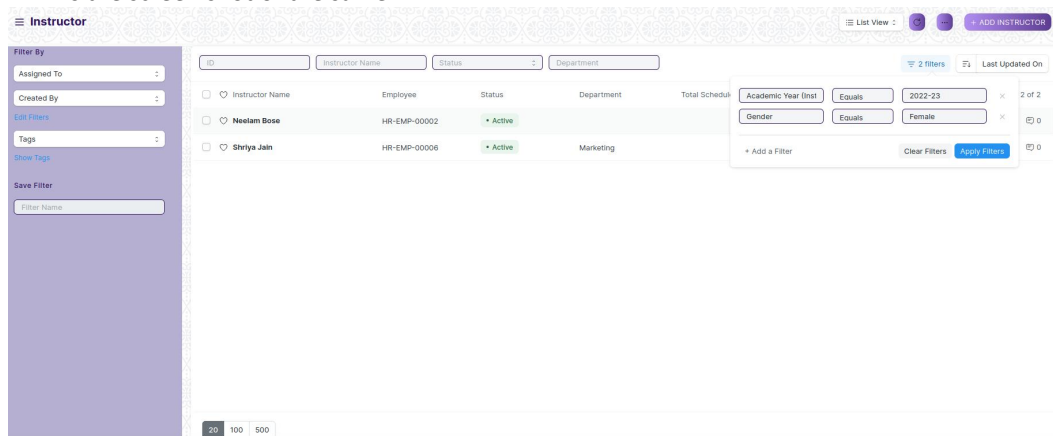
- Finally, if the user wishes to view all the records unfiltered in the list view, they will click on "Clear Filters" which will give the user the records in list view without any filters applied.

- Apart from the search and filter feature, the user can also sort the filtered/unfiltered records in the list view into ascending/descending order by clicking on the button(3 bars and an arrow) right next to the filter button.