
User Manual

For

Examination Module

Version 1.0

Bundelkhand University, Jhansi

Submitted By :

Designed & Developed By:



Table of Contents

1. Admin Login	4
2. Dashboard	4
3. Welcome Page	5
4. B.Ed./M.Ed. Form Correction Panel	5
5. Edit Improvement Student Details	6
6. Edit Student Details.....	6
7. Change Back Paper of Student.....	7
8. Reset Student's Form Resubmission.....	7
9. Generate Admit Card	8
10. Tabulation	8
11. Numerical Return Data	9
12. Check List	9
13. Roll List	10
14. Generate Admin Card	10
15. View Registered Student Count	11
16. College Wise Examination Form Filled Status Report.....	11
17. Practical Count of Students.....	12
18. Get Viva Student Count Status.....	12
19. List Of Students Who Have Not Filled Their Examination Form	13
20. Paper Wise Student Count.....	13
21. Set Last Date For Links	14
22. College Link	15

1. Admin Login

- Open <http://ums.bujhansi.org> in a browser in your computer
- Follow the steps as mentioned in the image :



2. Dashboard

- Follow the steps as mentioned in the image :



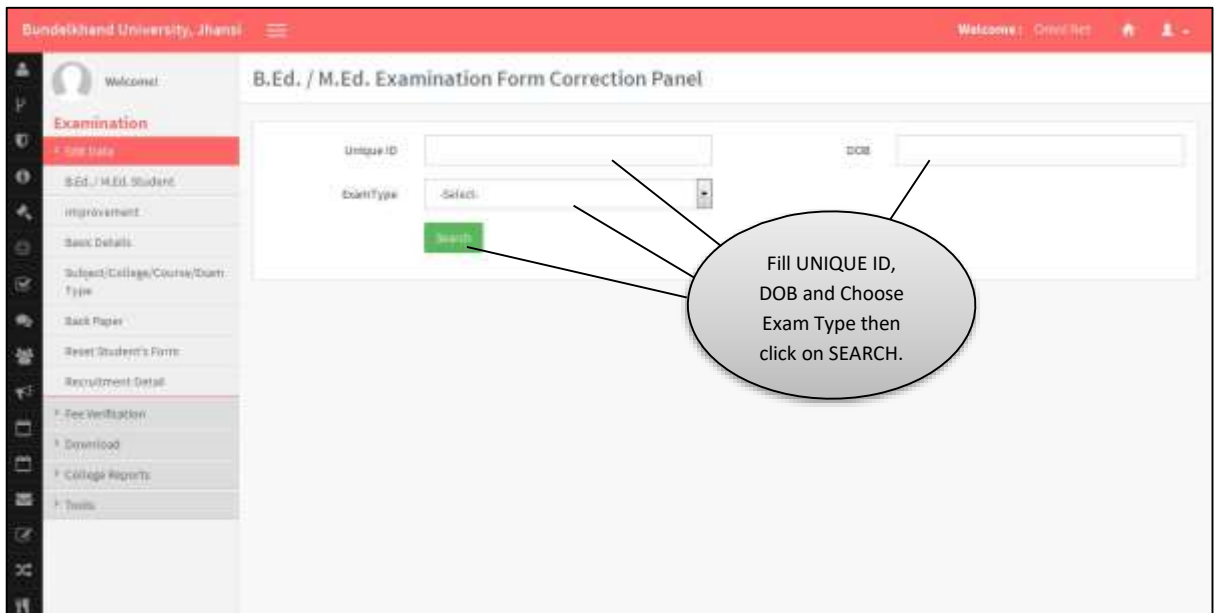
3. Welcome Page

- Follow the steps as mentioned in the image :



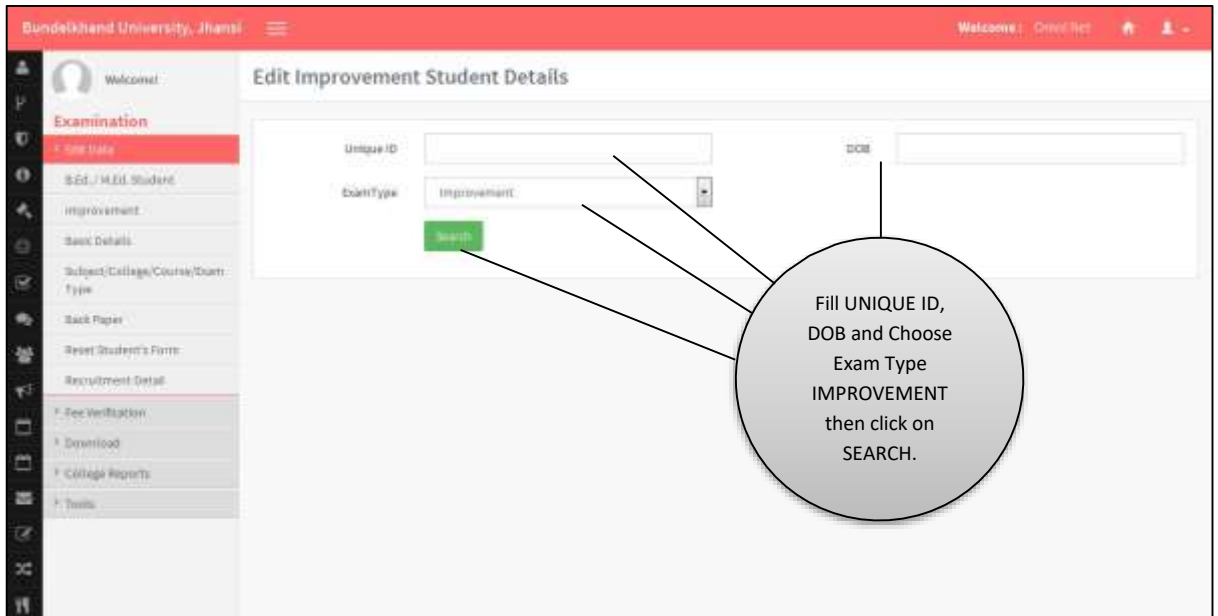
4. B.Ed./M.Ed. Form Correction Panel

- Follow the steps as mentioned in the image :



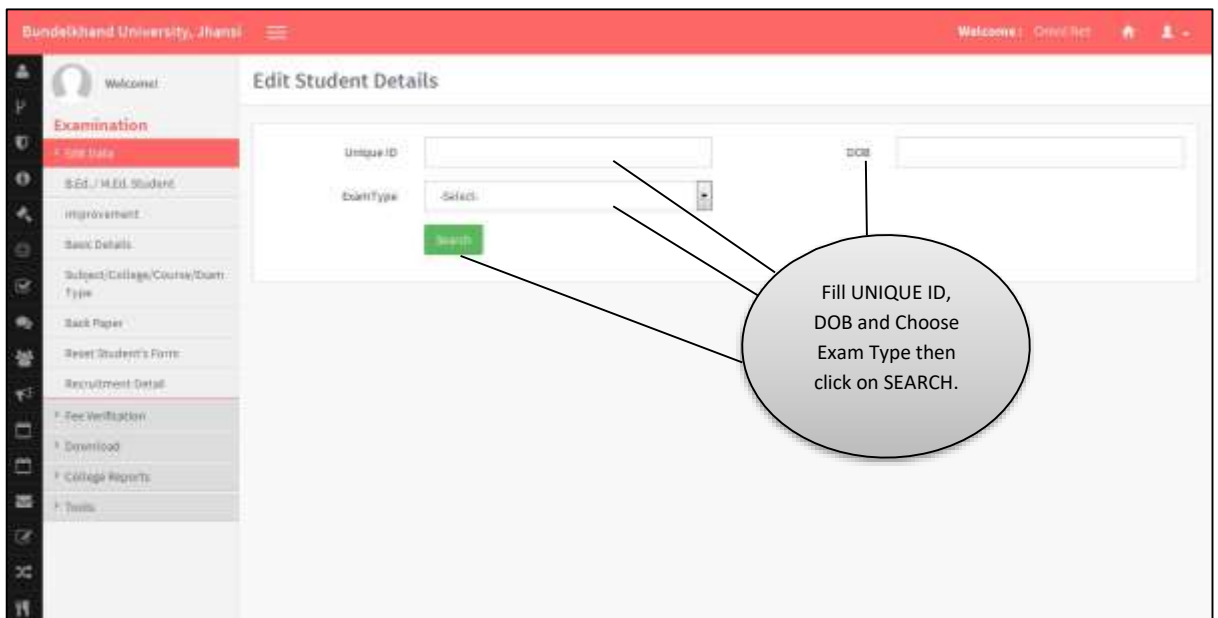
5. Edit Improvement Student Details

- Follow the steps as mentioned in the image



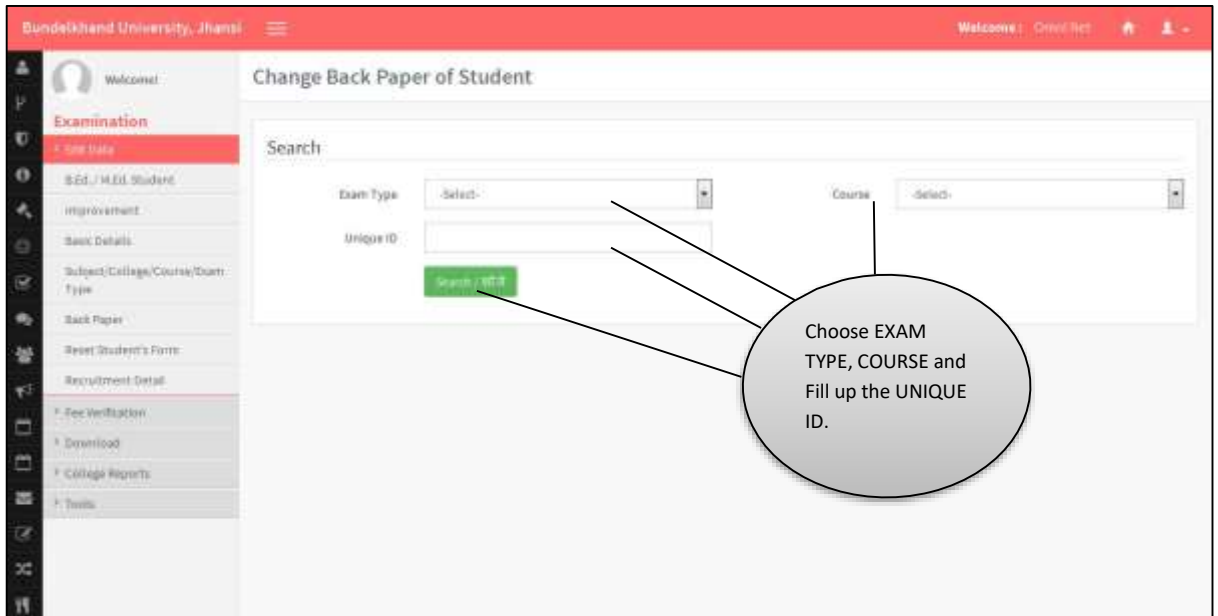
6. Edit Student Details

- Follow the steps as mentioned in the image:



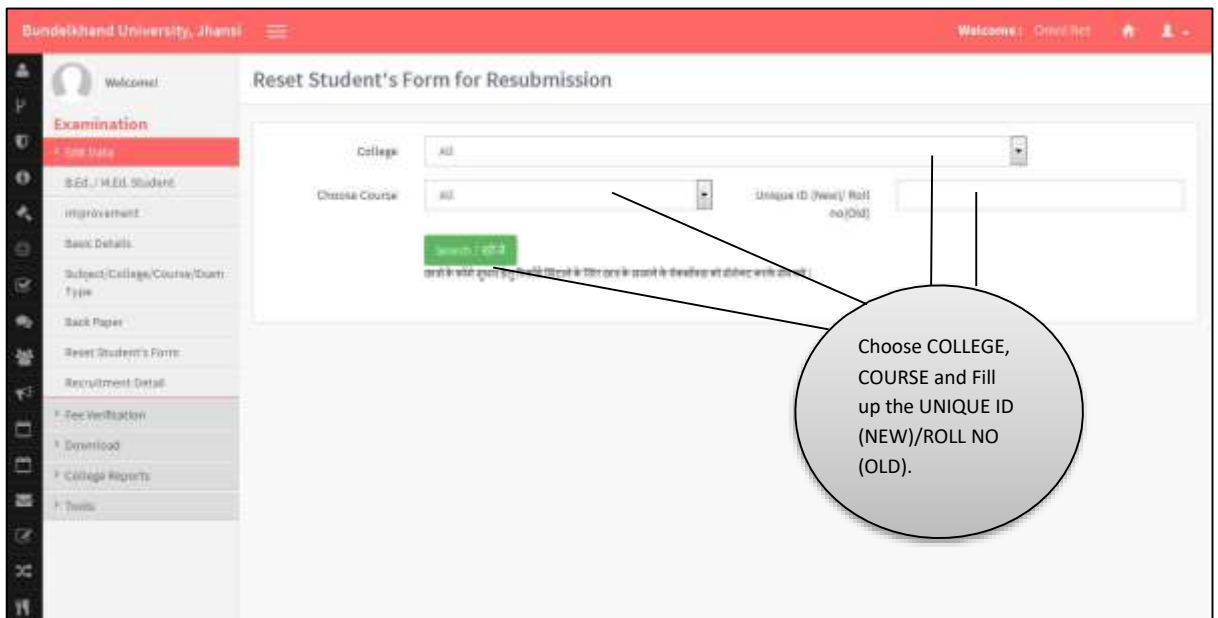
7. Change Back Paper of Student

- Follow the instructions as mentioned in image :



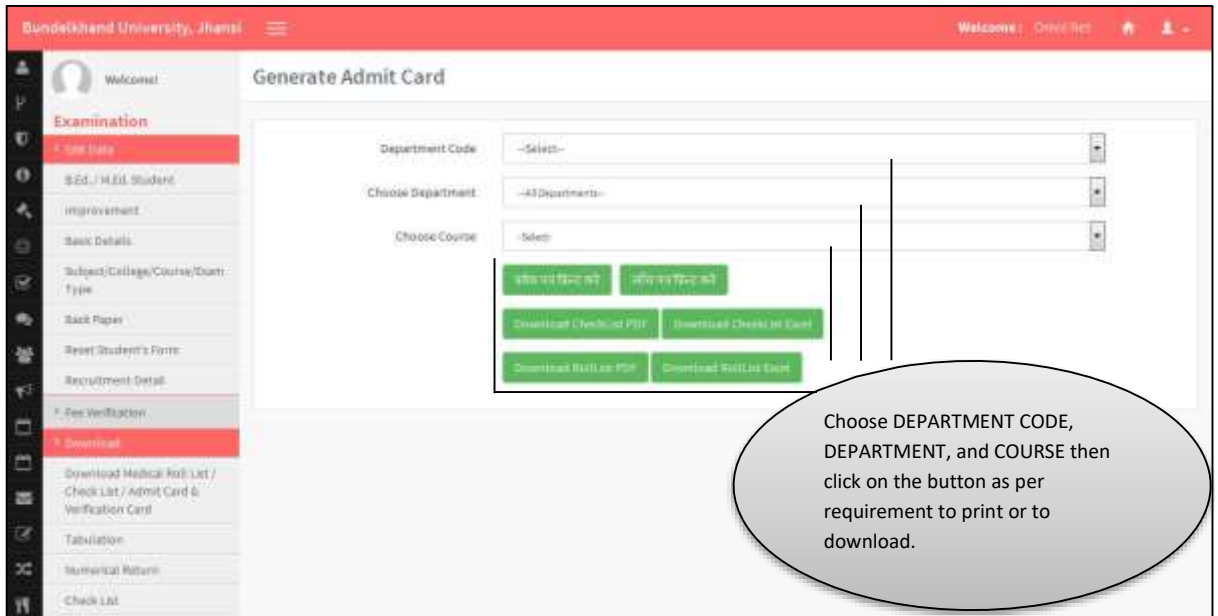
8. Reset Student's Form Resubmission

- Follow the instructions as mentioned in image:



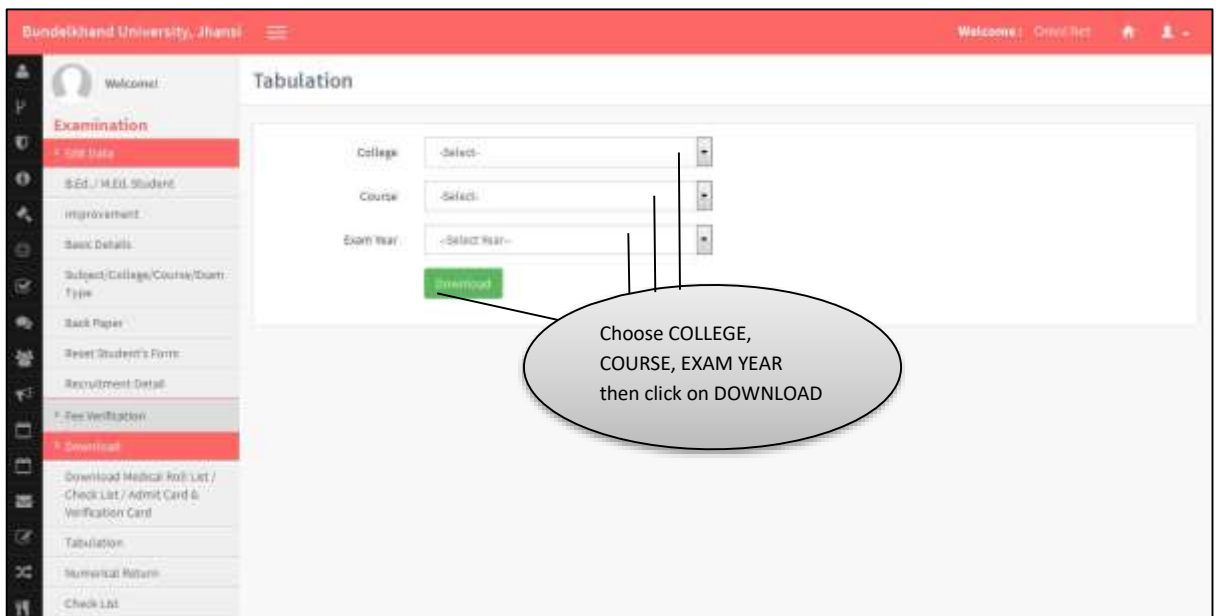
9. Generate Admit Card

- Follow the instruction as mentioned in image:



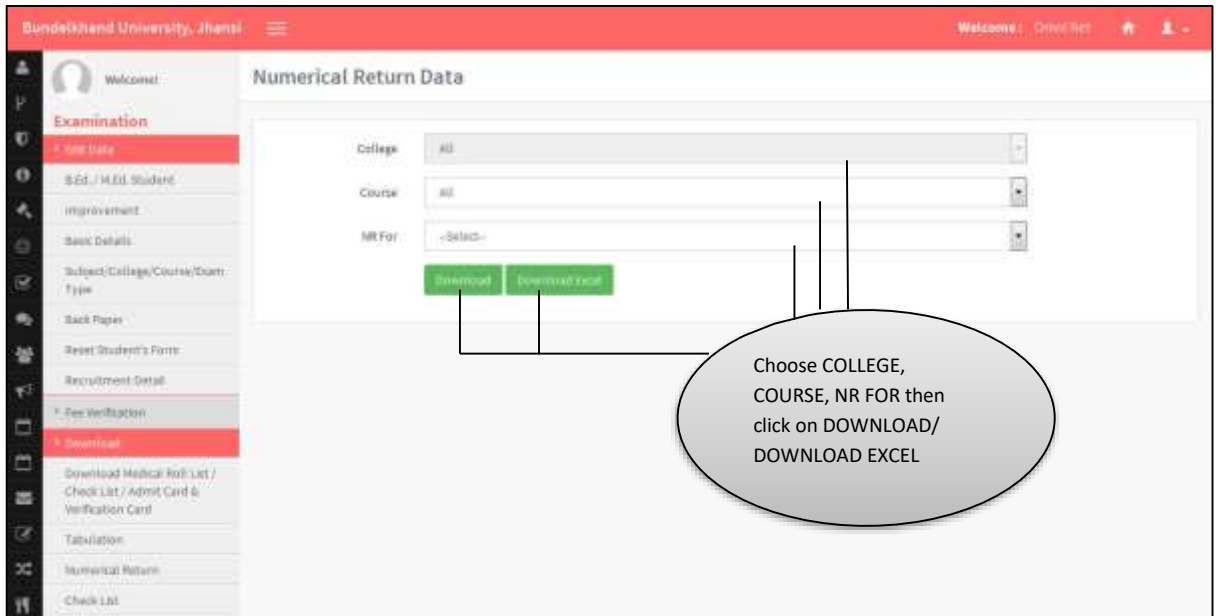
10. Tabulation

- Follow the instructions as mentioned in images:



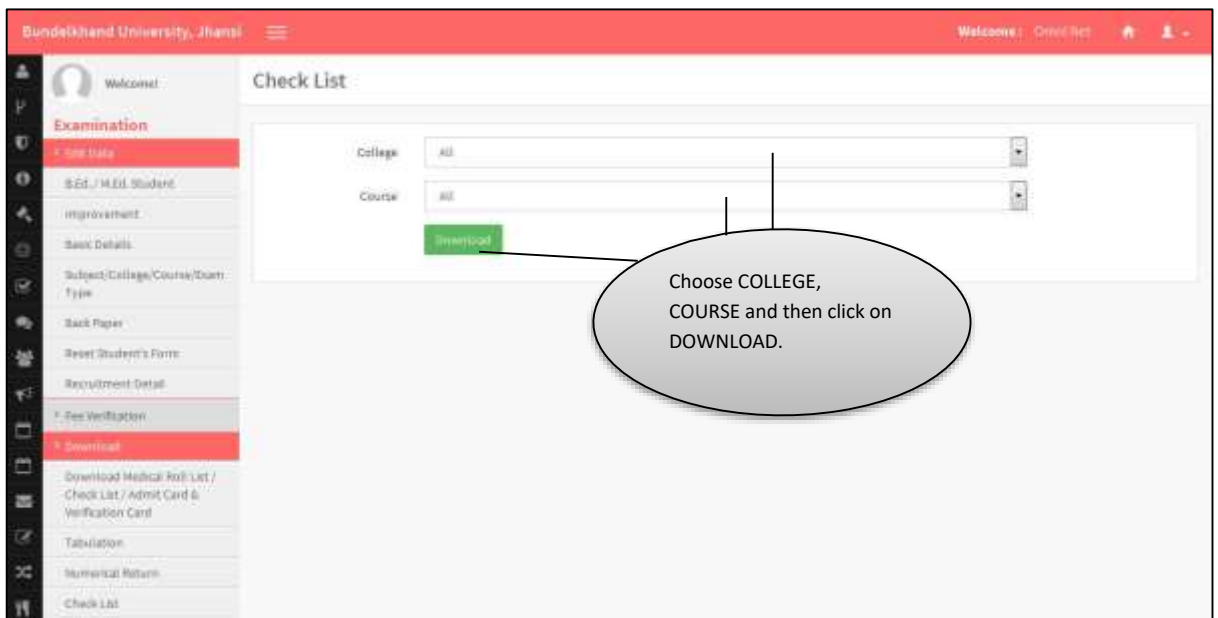
11. Numerical Return Data

- Follow the instruction as mentioned in image:



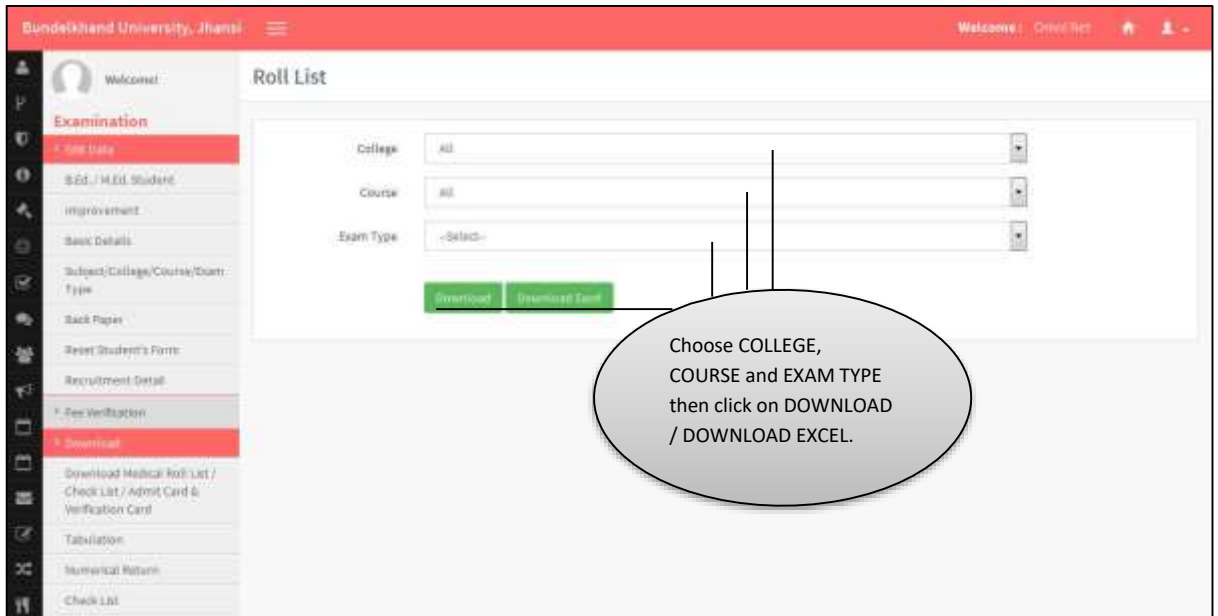
12. Check List

- Follow the instructions as mentioned in image:



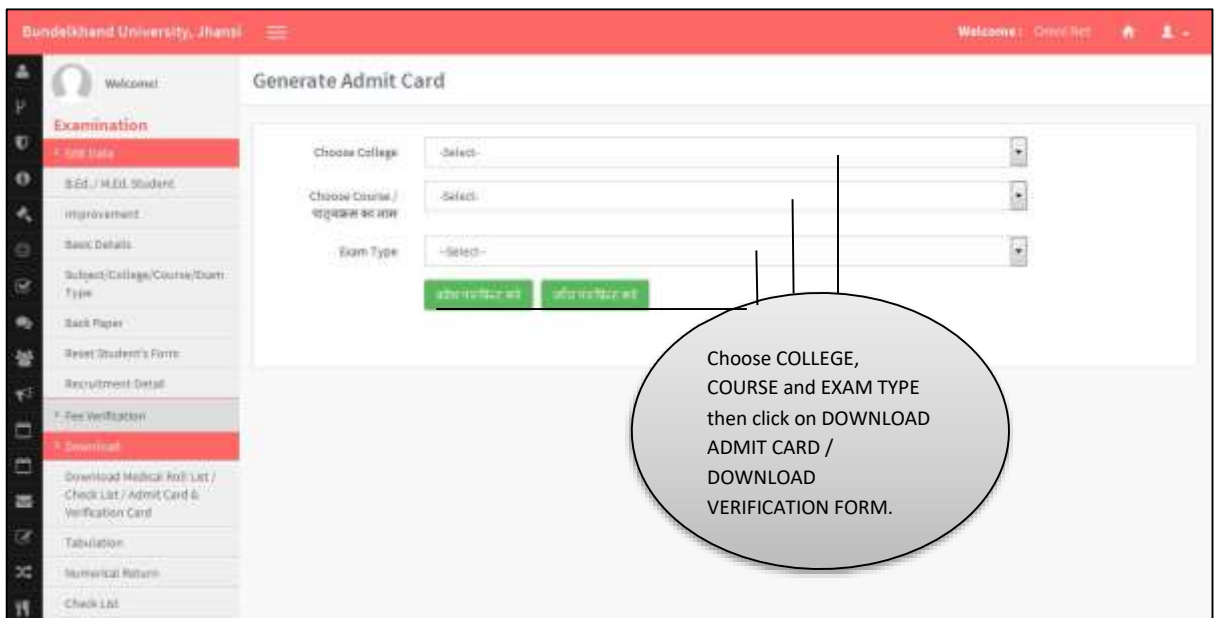
13. Roll List

- Follow the instructions as mentioned in image:



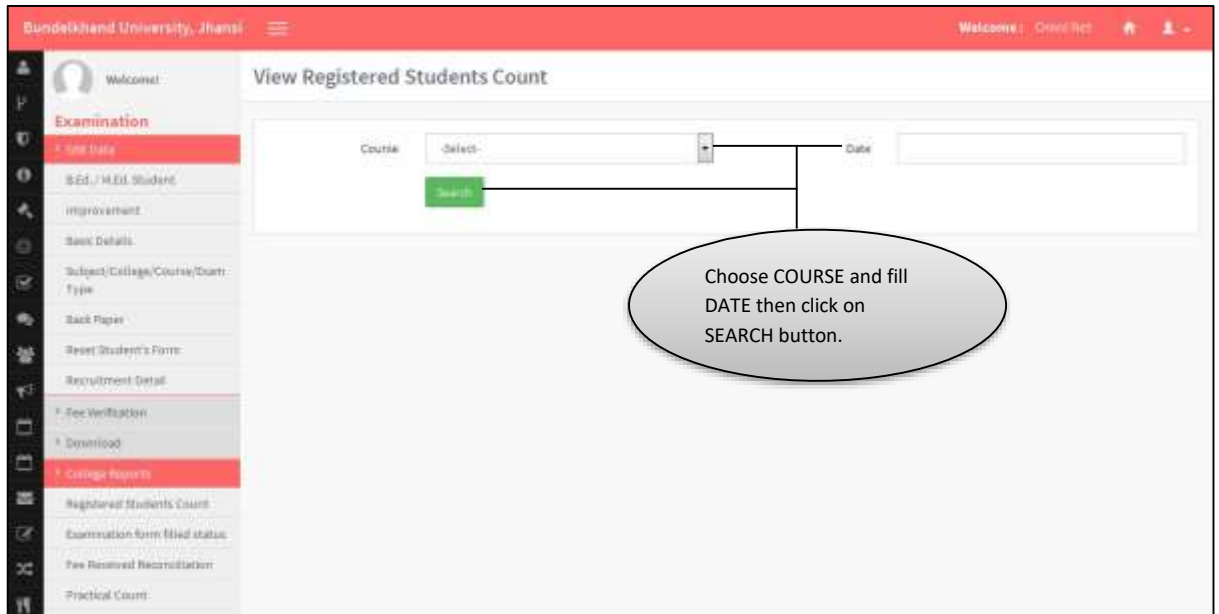
14. Generate Admin Card

- Follow the instruction as mentioned in image:



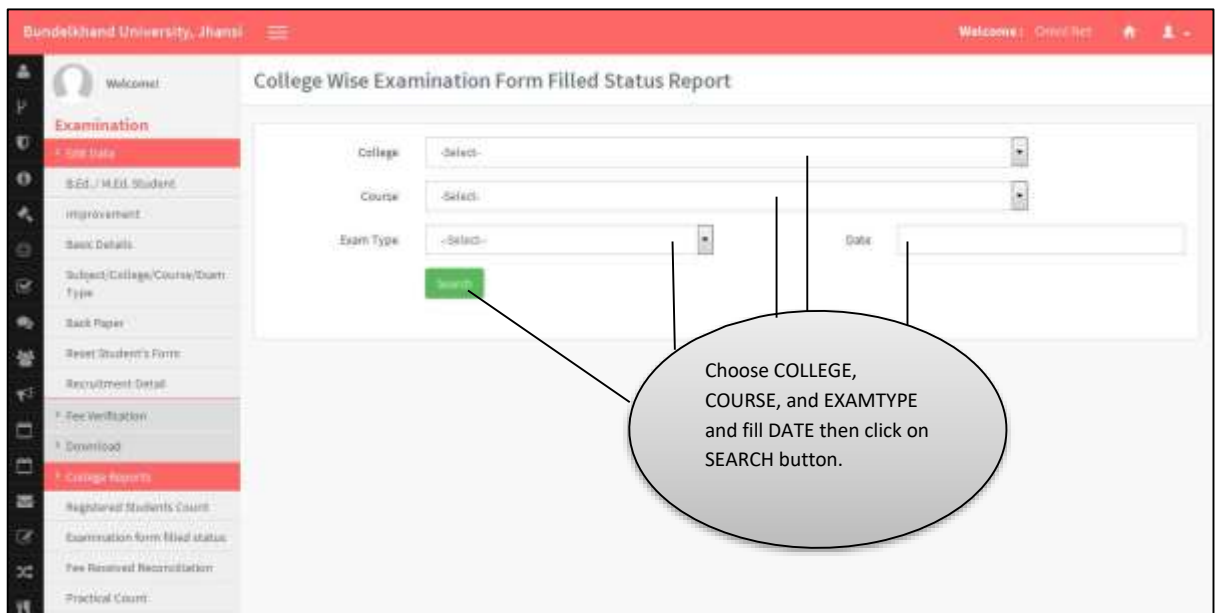
15. View Registered Student Count

- Follow the instructions as mentioned in image:



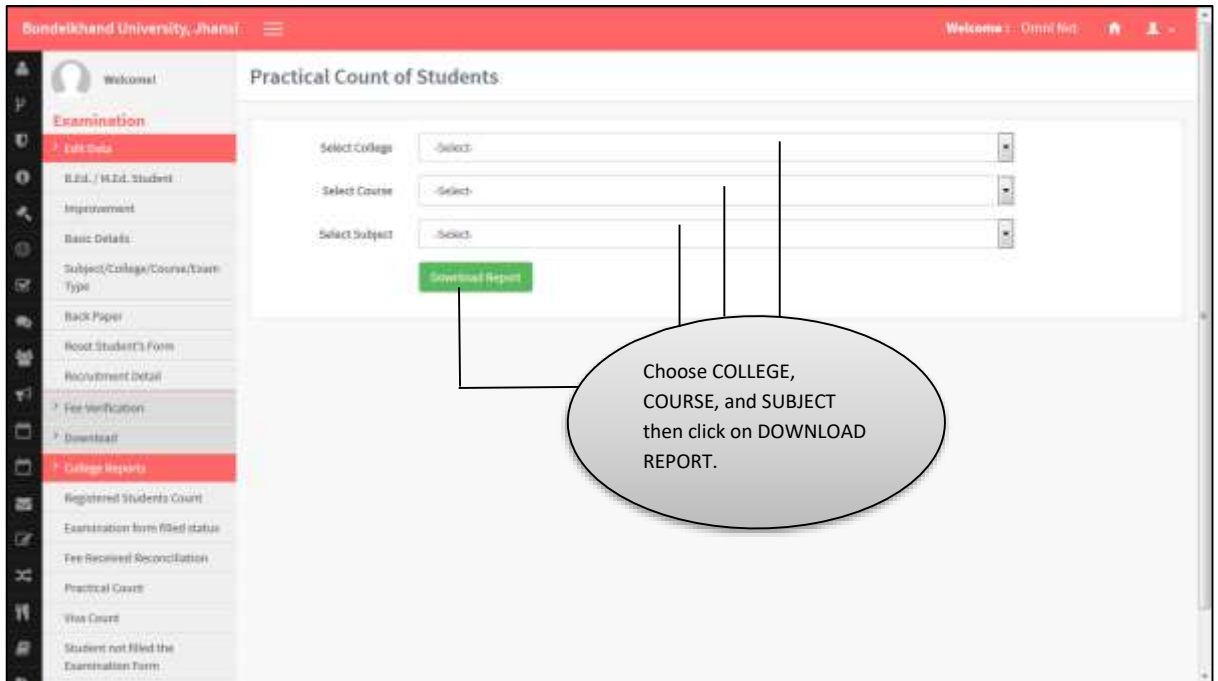
16. College Wise Examination Form Filled Status Report

- Follow the instructions as mentioned in the image:



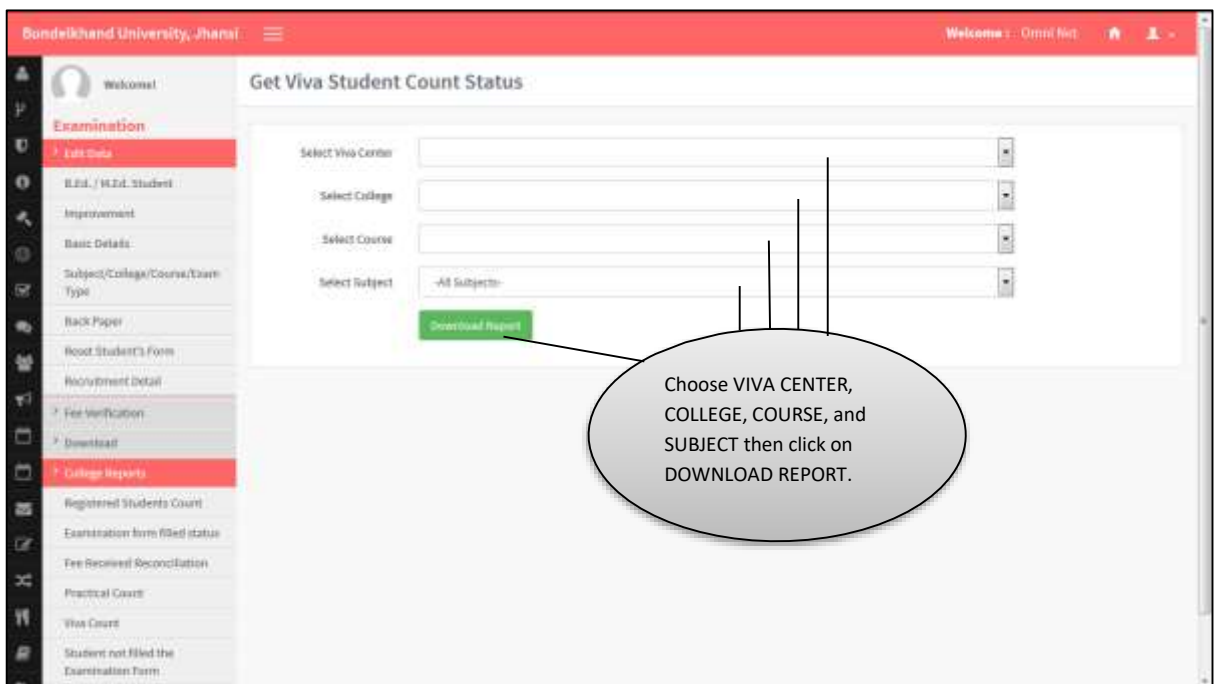
17. Practical Count of Students

- Follow the instructions as mentioned in image:



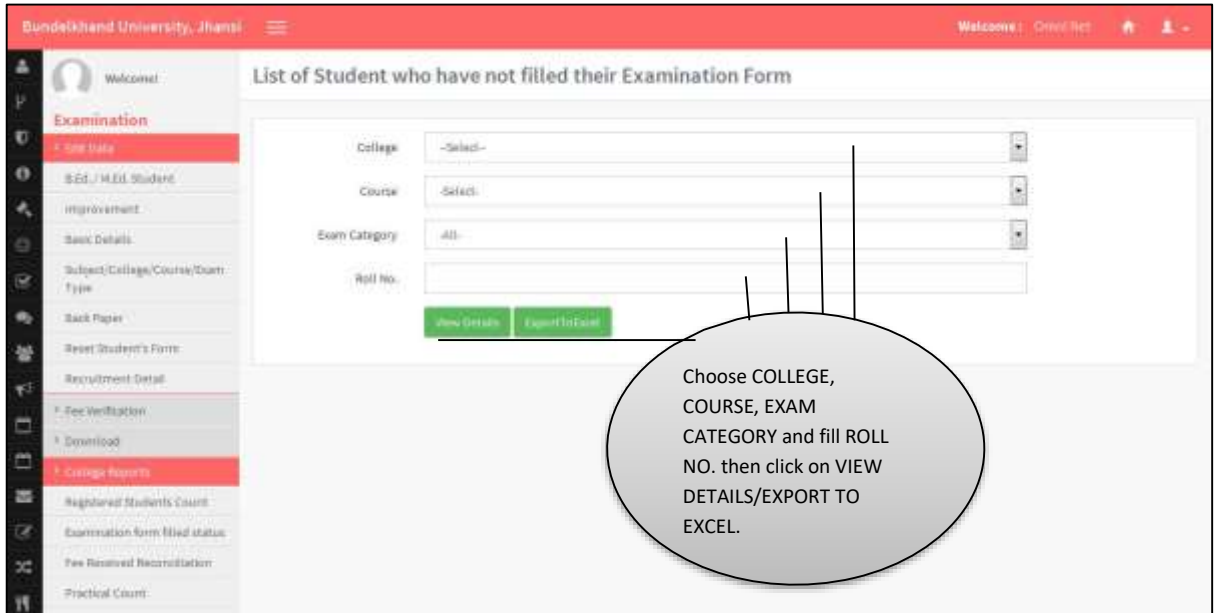
18. Get Viva Student Count Status

- Follow the steps as mentioned in image:



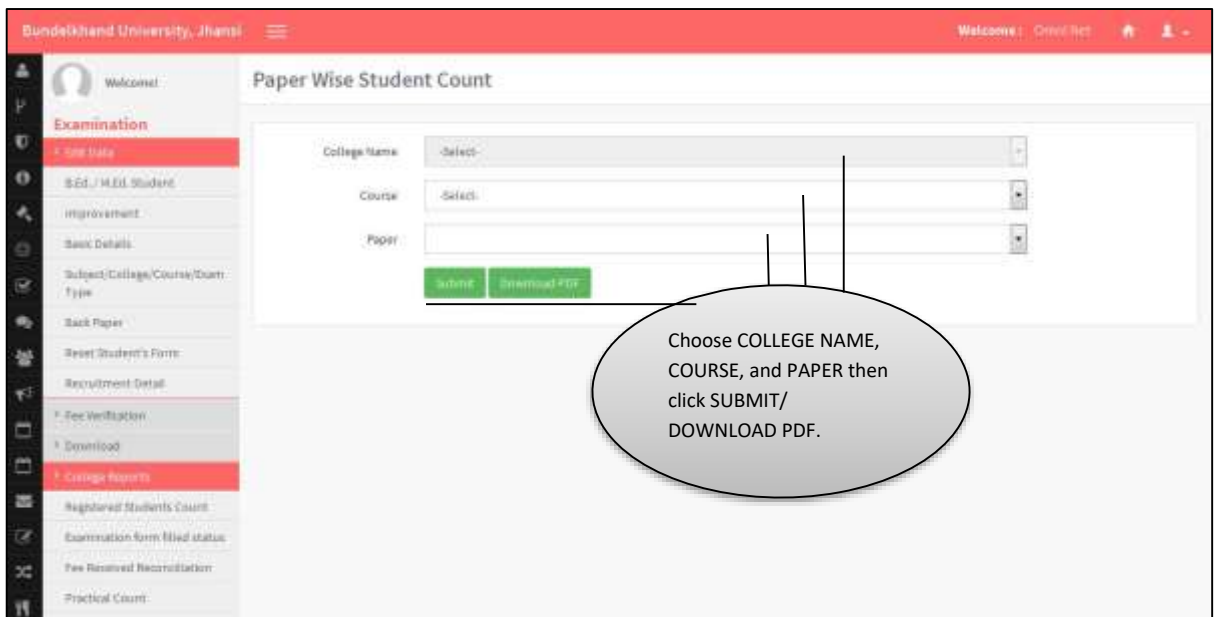
19. List Of Students Who Have Not Filled Their Examination Form

- Follow the instructions as mentioned in the image:



20. Paper Wise Student Count

- Follow the instructions as given in the image:



21. Set Last Date For Links

- Follow the instructions as mentioned in the image:

Choose USER TYPE and then click on SEARCH.

S.No.	Link	Last Date	Start Submission
1	Important letters from University (Last Date: 23/03/2014)	24/01/2014	<input type="checkbox"/>
2	Select SC/ST Students with 0 Examination Fee (Last Date: 23/03/2014)	24/01/2014	<input type="checkbox"/>
3	View/EEB Examination Form Filled Students List (Last Date: 20/04/2015)	20/04/2015	<input type="checkbox"/>
4	View Student Correction Complaints (Last Date: 23/03/2014)	24/01/2014	<input type="checkbox"/>
5	Change Request for First Year Students Name (Last Date: 18/02/2015)	18/02/2015	<input type="checkbox"/>
6	Change Request For Student's Name and School Improvement (Last Date: 23/03/2014)	24/01/2014	<input type="checkbox"/>
7	View/Print Correction Requests (Last Date: 25/03/2015)	26/02/2015	<input type="checkbox"/>
8	Delete Extra Private Students (Last Date: 08/12/2015)	01/12/2015	<input type="checkbox"/>
9	Enter Practical Marks / प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 15/08/2015)	20/08/2015	<input type="checkbox"/>
10	Download External Practical Marks / प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 20/08/2015)	21/08/2015	<input type="checkbox"/>
11	Check List: प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 08/11/2015)	10/11/2015	<input type="checkbox"/>
12	Roll List: प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 08/11/2015)	10/11/2015	<input type="checkbox"/>
13	Download Admit Card and Verification List: प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 08/08/2015)	10/08/2015	<input type="checkbox"/>
14	Enter Viva Marks / प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 14/08/2015)	15/08/2015	<input type="checkbox"/>
15	Download External Viva Marks / प्रयोग प्रश्नों के उत्तरों को दर्ज करें (Last Date: 04/08/2015)	15/08/2015	<input type="checkbox"/>
16	Get Previous Year Tabulation (Last Date: 13/11/2015)	14/11/2015	<input type="checkbox"/>
17	List of Student who have not filled their Examination Form (Last Date: 09/03/2015)	10/03/2015	<input type="checkbox"/>
18	Get Numerical Return (Last Date: 29/03/2015)	01/05/2015	<input type="checkbox"/>
19	View Paper View Students List (Last Date: 28/03/2015)	01/05/2015	<input type="checkbox"/>
20	Set Current Year Tabulation (Last Date: 13/11/2015)	14/11/2015	<input type="checkbox"/>
21	Enter Sectional Marks (Last Date: 15/03/2014)	16/07/2014	<input type="checkbox"/>
22	Generate Semester Admit Card / Verification Card / Check List / Roll List (Last Date: 08/12/2014)	01/12/2014	<input type="checkbox"/>
23	Download Semester Admit Card and Verification List (Last Date: 28/03/2015)	30/08/2015	<input type="checkbox"/>
24	Download Medical Admit Card / Verification Card / Check List / Roll List (Last Date: 29/08/2015)	30/08/2015	<input type="checkbox"/>
25	Download Semester Admit Card and Verification List (Last Date: 28/03/2015)	30/08/2015	<input type="checkbox"/>
26	Download Yearly Admit Card and Verification List (Last Date: 29/08/2015)	30/08/2015	<input type="checkbox"/>
27	Enter Medical Practical Internal Oral Marks (Last Date: 08/11/2015)	10/11/2015	<input type="checkbox"/>
28	Download Medical Practical Internal Oral Marks (Last Date: 08/11/2015)	10/11/2015	<input type="checkbox"/>

Click on START SUBMISSION checkbox then click on SAVE and RESET.

22. College Link

- Follow Link as mentioned in the image:

