

#### 2.5.4: Status of automation of Examination division along with approved Examination Manual

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## ***2.5.4: Status of automation of Examination division along with approved Examination Manual***

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### Content

- Current Manual of examination automation system

## 1.0 Introduction: Examination Department

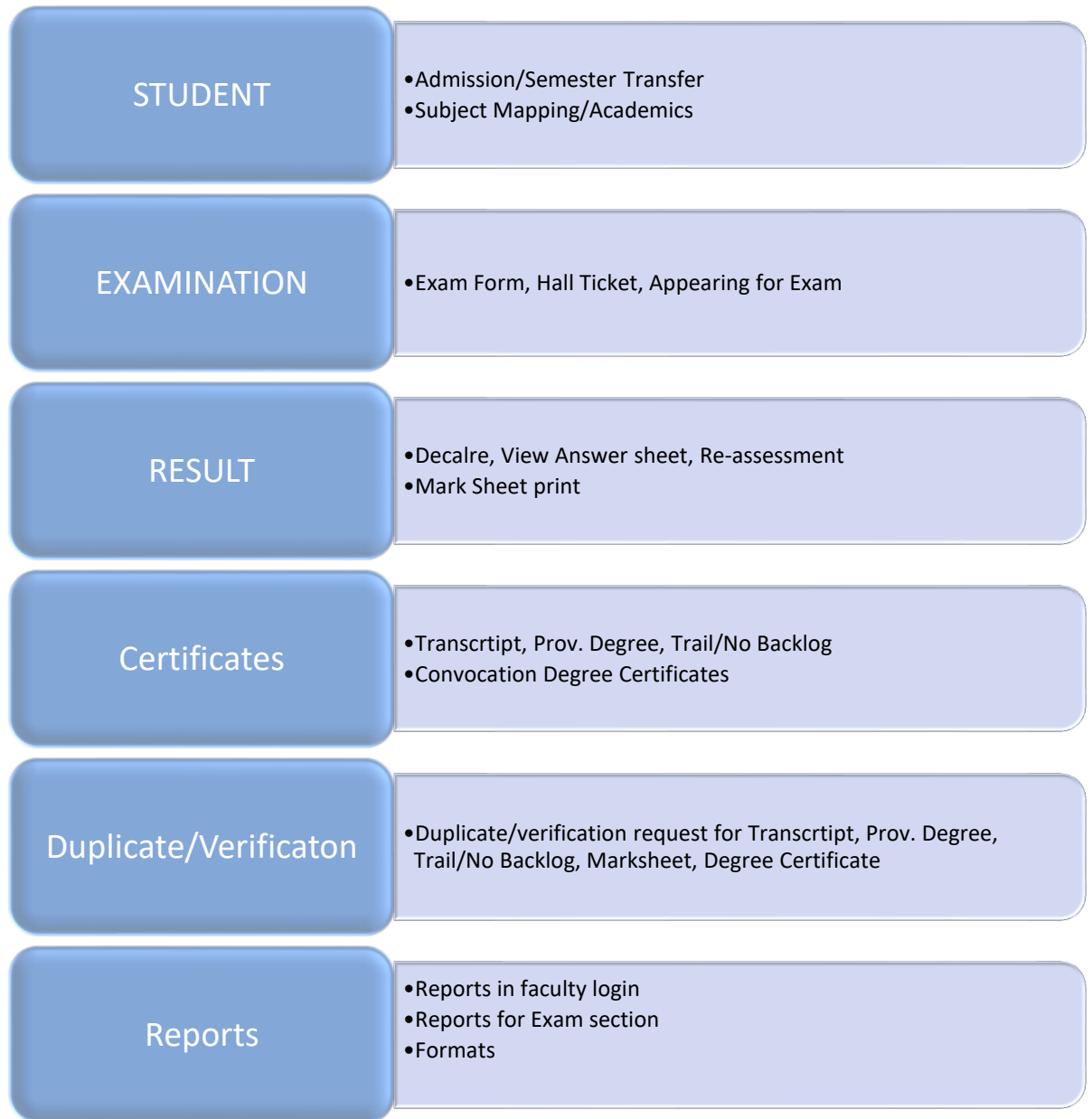
University examination department manages examination work and conduct that has to be executed before the start of the examination process. Examination related arrangements like time-table, hall tickets, allotments and attendance sheets, post exam works like marks entry, scanning, assessment, report generation, result, issue of various certificates, convocation.

## 2.0 Operating System

Pre-requisite	Pre-Process	Ongoing Process	Post Process
Academic Calendar	Schedule at a glance: Exam form and Exam Dates declaration	Marks Entry for Department level evaluation components	UFM Hearing
Student Mapping			Marks Collect, Result Transfer & Generate
Subject/Teaching Scheme mapping	Detailed Schedule Declaration: Create & Exam Orders	Block Collection, File of UFM and other cases observed, Absent entry and other procedure	Result Declare
Faculty mapping			Reassessment & Other Queries
	Block Generation & Hall Ticket	Assessment Allocation and Follow up of	Print out of Mark sheet, Transcript & Prov. Degree & Convocation
	Location Assign & Supervisor Duty Allocation	Assessment pending & Result generate of assessed answer sheet	
	Print out of Exam Materials		
	Question Paper Selection & Question Entry		

Convocation	Other Services	Reports/Modules
Pass out students Register	Issue of Various certificates as on when requested by students such as....	Student Grade History
Convocation Registration		Faculty login Reports & Exam Section Reports
Degree Certificate & Folders, Gold Medalist	Provisional Mark sheet, Extra transcript, trail/backlog certificate	Examination Rules/Guidelines
List out in Present & in Absentia students	Attestation of mark sheet, transcript, prov. degree/degree certificate, teaching scheme, syllabus	University Transfer/IEP students
Post for in Absentia student	Duplicate mark sheet/certificate requests.	NAD Portal

## 3.0 Process-flow/Flow-chart



## 4.0 Academic Calendar

Every Semester Academic Calendar and proposed exam start date will be provided from registrar office.

## 5.0 Rubrics Planning & Marks Entry

Previously Rubrics planning was done only for CSE Component of the subject.

Faculty member can plan Rubrics for any component i.e. ESE, IA, CSE, TW, VIVA for department level evaluation subjects. Exam Section shall not conduct evaluation for such subjects.

On the basis of Academic Calendar Rubrics marks component planning has to decide by respective subject faculties and same has to enter online and has to enter marks as per planned dates.

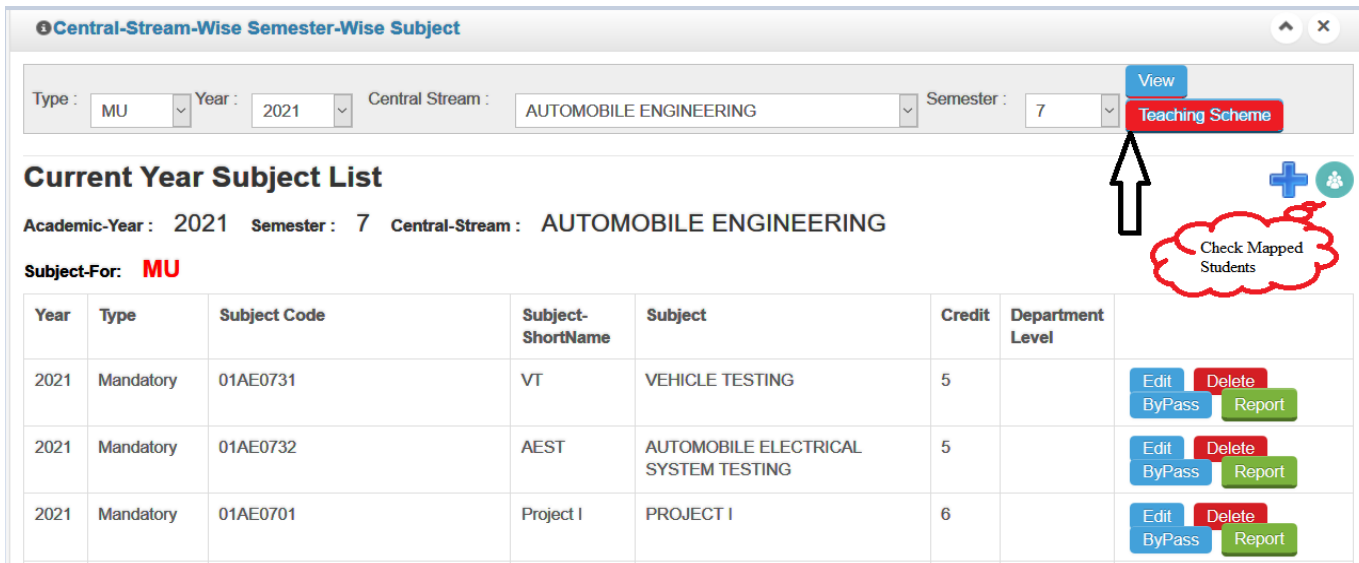
Exam Section will inform dates for online entry of planning to all faculties by an email. Most probably dates should be within 15/20 days from academic start, which include first week for subject allocation, subject & teaching scheme mapping by respective department.

Sample Schedule format: (scheduled to be prepare for all courses)

### Academic Rubrics Planning – 2019-20(ODD Term)

Institute	Course	Sem/ Year	Rubrics Planning End Dt.	Last Rubrics Marks Entry Dt.	Term End
MU-FOT	B.Tech	III	22-Jun-19	28-Sep-19	30-Sep-19
	B.Tech	V	22-Jun-19	28-Sep-19	30-Sep-19
	B.Tech	VIII	22-Jun-19	28-Sep-19	30-Sep-19
	M.Tech	III	22-Jun-19	28-Sep-19	30-Sep-19

Define Department Level Subject: From Time Table Coordinator/ Subject Mapping Faculty Login  
 - Menu: Central-Stream-Wise Semester-Wise Subject



**Central-Stream-Wise Semester-Wise Subject**

Type : MU Year : 2021 Central Stream : AUTOMOBILE ENGINEERING Semester : 7 [View Teaching Scheme](#)

**Current Year Subject List**  
 Academic-Year : 2021 Semester : 7 Central-Stream : AUTOMOBILE ENGINEERING  
 Subject-For: **MU**

Year	Type	Subject Code	Subject-ShortName	Subject	Credit	Department Level
2021	Mandatory	01AE0731	VT	VEHICLE TESTING	5	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">ByPass</a> <a href="#">Report</a>
2021	Mandatory	01AE0732	AEST	AUTOMOBILE ELECTRICAL SYSTEM TESTING	5	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">ByPass</a> <a href="#">Report</a>
2021	Mandatory	01AE0701	Project I	PROJECT I	6	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">ByPass</a> <a href="#">Report</a>

- Click on Edit for subject in which Dept/Canvas/Other LMS applicable for evaluation

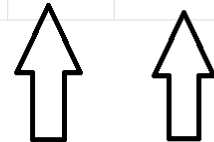
## Current Year Subject List +

Academic-Year : 2021 Semester : 7 Central-Stream : AUTOMOBILE ENGINEERING

Subject-For: **MU**

Year	Type	Subject Code	Subject-ShortName	Subject	Credit	Department Level	
2021	Mandat	01AE0731 VT([3124])	VT	VEHICLE TESTING	5	<input checked="" type="checkbox"/>	<input type="button" value="Update"/> <input type="button" value="Cancel"/>

Tick Mark Department Level and Update it before 31-July-2020



### 5.1 Planning Open by Exam Section:

Login- Academic- Academic Preparation Duration- Add Duration (add date as declared by an email)

**Rubrics Planning**

Academic Year <input type="text" value="1920"/>	Department <input type="text" value="AGRICULTURE"/>
Stream <input type="checkbox"/> Select All <input type="text"/>	Semester <input type="text"/>
From Date <input type="text"/>	To Date <input type="text"/>
Remarks <input style="width: 100%; height: 40px;" type="text"/>	
<input type="button" value="Add"/>	

If any faculty has not planned or any faculty has to edit planning or forgot to enter marks during prescribed time limit at that time an email request with CC to HOD/Dean is required to re-open it.

### 5.2 Faculty Login Planning Entry:

Login-ACADEMIC-MU-CSE Rubrics Planning (mapped subject will be showing, click on subject name and add planning)

Academic Year:  Semester:

Department:

Employee:

Lecture-Type:

[View](#) [View All Rubrics](#)

Subject	Stream	Semester	Class	Report
<a href="#">ALTERNATIVE FUELS AND POWER SYSTEMS ( 01AE0505)</a>	AUTO-FOT1 (MU)	Sem-5	TH1	<a href="#">Detail Report</a> <a href="#">Summary Report</a>
<a href="#">ALTERNATIVE FUELS AND ENERGY SYSTEMS ( 09AE0504)</a>	AUTO-DIPLO	Sem-5	DH1	<a href="#">Detail Report</a> <a href="#">Summary Report</a>
<a href="#">VEHICLE TESTING ( 01AE0731)</a>	AUTO-FOT1 (MU)	Sem-7	TH1	<a href="#">Detail Report</a> <a href="#">Summary Report</a>
<a href="#">RAPID CASTING - I ( 01ME0703)</a>	ME-FOT1 (MU)	Sem-7	TA1	<a href="#">Detail Report</a> <a href="#">Summary Report</a>

- Respective Subject faculties have to enter all components marks as per planning date.

Followings are required to add:

-Topic/Question of Rubrics with applicable CO mapping (i.e. if assignment is rubric then details of questions asked in assignment)

Add Planning Entry- can select rubrics as per choice, marks and planning From Date and To Date (before term end)

## ENGINEERING DRAWING ( 01ME0103 ) | ( Sem-1 ) | ( Class-TP1 )

Rubrics:  Total Marks:  From Date:  To Date:

### Remarks

Sheet 01:-Practice Sheet

### Exam Type

- Select--
- MU FINAL EXAM
- MU- CSE (Internal)
- MU- TW (Term work)
- MU- Viva (Practical Viva)
- MU-IA

[Save](#)

[Clear](#)

2019	2019	Topic/Question	Marks	Doc /

After Entry List will show as per below, click on Student List during planned date and marks entry can be done.

## BFSI-BANKING & INSURANCE ( 03BM0328) | ( Sem-3 ) | ( Class-A )

Add From Regular System Add

Note : You can not upload/modify any question, marks or document if button not visible. For more detail please contact exam section

Exam Type	Rubrics	Remarks	Total Marks	From Date	To Date				
<input type="checkbox"/> MU- CSE	Assignment (BB&I)	assignment	20.0	03 Aug 2020	30 Oct 2020	Edit	Add Topic/Question	Question Wise Marks	Upload Evidence doc / Download doc
<input type="checkbox"/> MU-IA	Projects (BB&I)	A Project on Banking and...	30.0	03 Aug 2020	31 Oct 2020	Edit	Add Topic/Question	Question Wise Marks	Upload Evidence doc / Download doc

Employee To Transfer

### Add Topic/Question

FileUpload  No file selected.

QuestionNo	Question	Total Marks	Course Out Comes
1	<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>
2	<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>

Enter Question Wise Marks during planning date: Download Excel Format and Student Data, enter marks in excel and import the same.

### Question Wise Marks

Format

FileUpload  No file selected.

Upload Evidence Document: Upload scanned PDF evidence documents for the same rubrics

### Upload Evidence Document

No file selected.



VIEW REPORT (Report export options in PDF and Excel)

## Rubrics Report

Year : 2021

Stream : AUTOMOBILE ENGINEERING-FOT1 (MU)

Subject : ALTERNATIVE FUELS AND POWER SYSTEMS (01AE0505)

Sem : 5                      Class : TH1

### MU- CSE (Internal)

Enroll No	Student Name	MR. NIKUNJ RAMESHKUMAR MAHETA (1122)			Final Total
		MCQ Based Quizzes - MCQ Based Quiz	Presentations - Presentation	Total	
		Total (10.0)	Total (10.0)		
91800107001	MEET AGRAVAT	8	9	17	17
91800107002	SIDDHARTH SIDDHAPURA	0	10	10	10
91800107003	DHAVAL LAKHATARIYA	8	8	16	16
91800107004	DEV THACKER	8	9	17	17
91800107005	DDMCE DATEI	7	8	15	15

After Term End when soft copy of marks received to exam section, Rubrics marks to be transfer to Result data as per respective subject teaching scheme marks.

During semester if any change in faculty for that subject, rubrics can be transferred by exam after receiving request. Same menu Login-ACADEMIC-MU-CSE Rubrics Planning. Exam Section can check all faculties' rubrics planned.

#### MU- CSE Rubrics Planning

#### APPLIED PHYSICS ( 09GS1101 ) | ( Sem-2 ) | ( Class-DC3 )

Rubrics	Remarks	Total Marks	From Date	To Date	
<input checked="" type="checkbox"/> Class Test (AP)	Unit-1, 2 and 4	10.0	10 Feb 2020	11 Apr 2020	<a href="#">Edit</a>
<input checked="" type="checkbox"/> Assignment (AP)	All Assignments	10.0	09 Mar 2020	11 Apr 2020	<a href="#">Edit</a>

Employee To Transfer

SAROJ CHIMANBHAI HUDDA ( 819 )

Transfer

## 6.0 Schedules at a Glance

### 6.1 Prepare schedule for Exam Form Dates

Common Dates for all remedial semester remedial exam forms

For Regular Exam: Keep accordingly that Exam form starts/transfer before 10-15 days of term end

### 6.2 Prepare Exam Schedule at a Glance

Provide Semester wise Tentative Examination Start and End Date

For Theory (start dates as per academic calendar)

For Practical (in last week of Term End)

Sample format: (scheduled to be prepare for all courses)

#### WINTER-2019 Examination Tentative Schedule at a Glance

##### REGULAR & REMEDIAL

Sr. No.	Institute	Course	Sem./ Year	THEROY			Practical Exam Schedule Date Department Level	
				Academic End	Exam Start Date	Exam End Date	Exam Start Date	Exam End Date
1	MU-FOT	B.Tech	1 & 2	23-Nov-19	02-Dec-19	17-Dec-19	15-Nov-19	22-Nov-19
2		B.Tech	3 & 4	30-Sep-19	09-Oct-19	25-Oct-19	23-Sep-19	30-Sep-19
3		B.Tech	5 & 6	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
4		B.Tech	7 & 8	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
5		M.Tech	1 & 2	14-Dec-19	23-Dec-19	07-Jan-20	06-Dec-19	13-Dec-19
6		M.Tech	3 & 4	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
7	MU-FOS	B.Sc.	1 & 2	23-Nov-19	02-Dec-19	17-Dec-19	15-Nov-19	22-Nov-19
8		B.Sc.	3 & 4	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
9		B.Sc.	5	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
10		B.Sc.	6	NA	15-Jul-19	20-Jul-19	15-Jul-19	20-Jul-19
11		M.Sc.	1 & 2	23-Nov-19	02-Dec-19	17-Dec-19	15-Nov-19	22-Nov-19
12		M.Sc.	3	30-Sep-19	09-Oct-19	24-Oct-19	23-Sep-19	30-Sep-19
13		M.Sc.	4	NA	15-Jul-19	20-Jul-19	15-Jul-19	20-Jul-19

**Note:** Detailed subject wise Theory Exam schedule will be available in Student Login: "Exam Menu-Upcoming Exam" before one week of starting date.

- Both above schedules are to be send to respective principal/dean/head for verification
  - Schedule at Glance should be presented to Academic Council
- After making correction if any received; make announcement of both schedules to faculties (email) and students (login)

## 6.3 Prepare Marks Entry Schedule

- Prepare marks entry schedule for exam components like IA, TW, VIVA, ESE (dept. level) in excel and circulate all faculty members with guidelines. For Viva dates should be last week of Term End. For other components from last week of term end to day before theory exam start.

Sample format: (scheduled to be prepare for all courses)

### Winter-2018 Examination REGULAR & REMEDIAL Marks Entry As per Applicable

On-line marks entry for MU Courses Winter-2018 Examination is scheduled as follow. All Department heads are informed to strictly follow this schedule for entering marks and Submission of Hard Copy of File.

All respective faculties are informed to take print out of entered marks same day. After last date link will be deactivated. Refer Instructions mentioned in email.

Sr. No.	Institute	Course	Sem./ Year	Practical Exam Schedule Department Level & Marks Entry Date		Marks Entry Date for IA, TW		Last Date for Submission of File/CD (as per sequence prescribed)
				Start Date	Exam Date	Entry Start Date	Entry End Date	
1	MU-FOT	B.Tech	I	29-Nov-18	05-Dec-18	29-Nov-18	05-Dec-18	08-Dec-18
2		B.Tech	II					
3		B.Tech	III	29-Sep-18	05-Oct-18	29-Sep-18	05-Oct-18	08-Oct-18
4		B.Tech	IV					
5		B.Tech	V	29-Sep-18	05-Oct-18	29-Sep-18	05-Oct-18	08-Oct-18
6		M.Tech	I	29-Nov-18	05-Dec-18	29-Nov-18	05-Dec-18	08-Dec-18
7		M.Tech	III	29-Sep-18	05-Oct-18	29-Sep-18	05-Oct-18	08-Oct-18

## 7.0 Exam Forms

### 7.1 Activate Exam Forms

Work Space- Exam- Exam Admin Panel- Exam Form Fill Up

Select Year, Dept., Semester, Exam Type, Session, view-enter details and SAVE

Exam Admin Panel

For:

Academic Year:  Department:

Type:

Semester:  Exam Type:  Win / Sum:

Apply To All

From:  To:  Last Date:  Amount:  Late Amount:

	Academic Year	Stream	Semester	From-Date	To-Date	Amount	Late Amount	Last-Date	
1	1920	B.B.A	1	08-11-2019	15-11-2019	750	500	21-11-2019	<input type="button" value="Update"/>
2	1920	B.B.A (FM)	1	08-11-2019	15-11-2019	750	500	21-11-2019	<input type="button" value="Update"/>
3	1920	B.B.A. (HONS.)	1	08-11-2019	15-11-2019	750	500	21-11-2019	<input type="button" value="Update"/>
4	1920	SI-B.B.A	1	21-11-2019	28-11-2019	750	50	30-11-2019	<input type="button" value="Update"/>

### 7.2 Block Students

Respective Department will send an email before starting of exam from regarding students to be detain due to attendance, same will be block by exam section so such student will not able to fill exam form

Login- Academic- Exam Student Not Allow- Select details and add enrollment numbers of students to be block before starting of exam form

**Exam Student Not Allow**

Academic Year :  Semester :  Exam Type :  Part :

Enrollment No :

Fee (Rs.) :  Late Fee (Rs.) :  Last Date :

Only Block   
  ByPass TutitionFees   
  ByPass ExamFees

### 7.3 SMS Intimation

Send a message intimation to student and parents by send sending details to student section on the exam from starting date.

## REMEDIAL EXAM FORM SMS:

“Student having backlog in any exam component of Previous Semesters Subjects is informed to register online for Remedial Exam as per fail in respective component and pay fees during 26-Aug to 31-Aug-2019. Login-Exam-MU REMEDIAL EXAM REGISTRATION. Refer Notice uploaded in login for more details.”

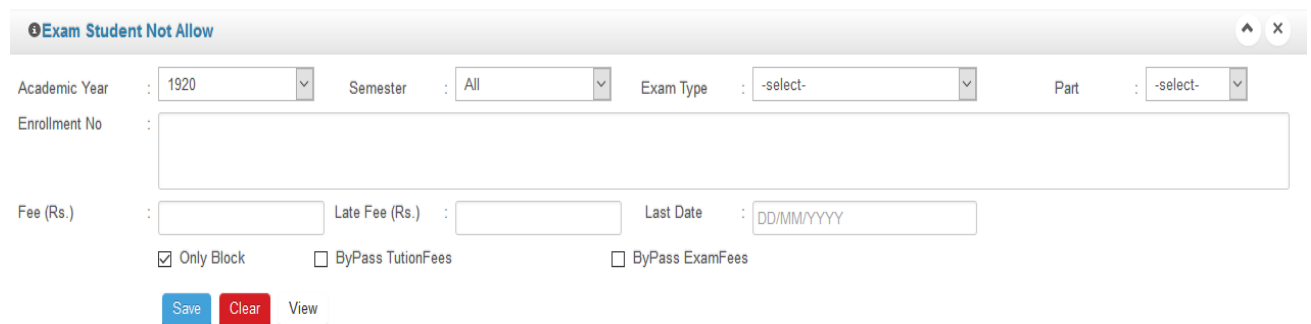
## REGULAR EXAM FORM SMS:

"Students are informed to register online for Regular Semester Exam and pay exam fees during 11 to 16-NOV-2019 and with late fees up to 20-NOV-2019. Login-Exam Menu-MU final Exam Registration. After registration pay fees. Contact HOD for more details."

### 7.4 Late Exam Forms with Penalty

An application with HOD recommendation is required once exam form dates are over.

Login- Academic- Exam Student Not Allow- Select details and add enrollment numbers of students to be allow with late fees and exam form open date. Student will able fill exam form and pay fees on entered date.



**Exam Student Not Allow**

Academic Year : 1920 Semester : All Exam Type : -select- Part : -select-

Enrollment No :

Fee (Rs.) : Late Fee (Rs.) : Last Date : DD/MM/YYYY

Only Block  ByPass TutionFees  ByPass ExamFees

[Save](#) [Clear](#) [View](#)

### 6.1 Student Login Process for Exam Form

- Login- Exam- Click on Final Remedial Exam Registration or Final Exam Registration
- Student can verify details and if any correction can contact respective head.
- If not any correction can submit exam form and pay fees online/offline during date provided in schedule.

## Examination Form

Registration Successfully. Pay Your Exam Fees. You can download hall ticket before 2 days of exam date. [Exam -> Upcoming exam / Hall ticket]


Student Detail		MU FINAL EXAM	
Student Name	: PRIYANSHU JITENDRABHAI PITHVA	Gr. No.	: 108490
Enrollment No.	: 91901263086	Roll No.	: 91901263086
Current Year	: 1920	Stream	: B.PHARM
Current Sem.	: 1	Class	: A
Mobile No.	: 9328500755	Email Id	: priyanshu.pithva108490@marwadiuniversity.ac.in

Sr.No.	Semester	Subject	Short Name	Subject-Code	Is Register ?
1	Sem - 1	COMMUNICATION SKILLS	CS	13CS0105	Yes
2	Sem - 1	REMEDIAL MATHEMATICS	RM	13MA0101	Yes
3	Sem - 1	HUMAN ANATOMY AND PHYSIOLOGY-I	HAP-I	13PH0101	Yes
4	Sem - 1	PHARMACEUTICAL ANALYSIS-I	PA-I	13PH0102	Yes
5	Sem - 1	PHARMACEUTICS- I	PCE-I	13PH0103	Yes
6	Sem - 1	PHARMACEUTICAL INORGANIC CHEMISTRY	PIC	13PH0104	Yes


Rs. 1250

## Semester Registration Process



01 Basic Details
02 Mandatory Subjects
03 Domain Elective Subjects
04 Open Elective Subjects
05 Payment

01 Basic Details
02 Mandatory Subjects
03 Domain Elective Subjects
04 Open Elective Subjects
05 Payment



**Student Name**

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Current Semester 5

Stream ME0236A

Department Engineering

Mobile No. 12345 67890

CONFIRM & NEXT

**Select Subjects**

Set Priority	Code	Subject Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream
<input type="checkbox"/>	1236	Subject Full Name	Stream

**Selected Subjects**

Set Priority	Code	Subject Name	Stream
<input checked="" type="checkbox"/>	1236	Subject Full Name	Stream
<input checked="" type="checkbox"/>	1236	Subject Full Name	Stream

CONFIRM & NEXT

## 8.0 Exam Schedule

Sequence: From Higher to Lower semester

### 8.1 Preparation & Announcement (at least before 25 days of starting of exam)

- Ask respective departments for NO EXAM subject (subjects which have ESE components but exam is to be conduct by respective department)
- Prepare remedial and regular exam schedule in excel from teaching scheme mapped
- Send detailed schedule to respective HOD for verification
- Make necessary changes/corrections if any and then announcement to staff (email) and student (login)

### 8.2 Create & Orders (at least before 15 days of starting of exam)

- Create exam Department wise and semester wise Regular & Remedial
- Login-Academic- Create Exam (CS wise)
- Select required details and click on Get Paper Setter from mapping. (If required paper setters not found than ask respective head to provide details by an email)
- Enter dates and other details for the subjects mentioned in schedule, save and Send Email for paper upload.
- An auto generated email will be send to faculty members for uploading question paper.
- Common guidelines to be email to all faculties regarding how to upload paper and answer key.

University:  Exam Year:  Stream:  Semester:   
 Exam Type:  Win / Sum:

Subject	Date Of Exam	Time	Total Marks	Minimum Marks	Paper Setter	
RWB [04SL0102] B.B.A, B.B.A - EVE	<input type="text"/>	From <input type="text"/> - To <input type="text"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>		
SPS [04SL0103] B.B.A, B.B.A - EVE	<input type="text"/>	From <input type="text"/> - To <input type="text"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>		
MB [04BB0106] B.B.A, B.B.A - EVE	<input type="text" value="02/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	1621,674	
PM [04LS1102] B.B.A, B.B.A - EVE	<input type="text" value="06/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	173,1927,1949	
ME [04LS1103] B.B.A, B.B.A - EVE	<input type="text" value="09/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	1622,1933,99938	
CE [04LS1107] B.B.A, B.B.A - EVE	<input type="text" value="13/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	1544,1795,205	
BOS [04LS1104] B.B.A, B.B.A - EVE	<input type="text" value="04/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	1899,1912,1973	
FA [04LS1105] B.B.A, B.B.A - EVE	<input type="text" value="11/12/2019"/>	<input type="text" value="02:00 PM"/> - <input type="text" value="05:00 PM"/>	<input type="text" value="100"/>	<input type="text" value="35"/>	1935,1977,99947	
CRP [04CR1101] B.B.A, B.B.A - EVE	<input type="text"/>	From <input type="text"/> - To <input type="text"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>		

## 8.3 Paper & Answer key upload

- Sample of Auto generated email

Upload MU FINAL EXAM Question Paper - ('ED [01ME0103]') >

**Paper Upload** <academic@marwadieducation.edu.in>  
to nikhil.chotai



Dear Colleagues,

You are appointed as a paper setter for **MU FINAL EXAM**.

- Department : ENGINEERING
- Sub : ED [01ME0103]
- Semester : 1
- Kindly Upload Question Paper in PDF format only before : 29/11/2019
- Steps for Uploading Question Paper.

**Employee Login > Academic > Upload Exam Paper**  
(There will be link for Uploading Que. Paper) (Upload Que. Paper in All links displaying in your Login)

- Question paper should be in the Same format as per the sample copy provided.
- It is compulsory to upload Answer Key with Proper Que. wise/Point wise Marking Scheme.
- Do not send question paper by email / hard copy to anyone.

Thanking You  
Exam Section  
MEFGI

Kindly ignore this email if you have already uploaded Que. Paper.

- Faculty Login Steps: Login- Academic-Upload Exam Paper
- List will show for paper upload
- First Faculty has to Click on CO Mapping and enter question paper structure along with CO and Bloom's mapping.

### Subject

<b>BES</b> 01EN0101	MU FINAL EXAM	Date Of Exam : 16/12/2019 Paper Upload Last Date : <b>09/12/2019</b>	<a href="#">View Details</a>	<a href="#">Que. Paper</a>	<a href="#">Answer Key</a>	<a href="#">CO Mapping</a>
<b>Stream</b>	<b>Date Of Exam</b>	<b>From Time</b>	<b>To Time</b>			
AUTO-FOT1 (MU)	16/12/2019	2:00PM	5:00PM			

Subject : BES Exam : MU FINAL EXAM

Total Marks : 0 / 100

Question No.	Option	Main / OR	Marks	Course Outcomes	Blooms Taxonomy	OptionRef
1	A	Main		(Select)	(Select)	<a href="#">Add</a>

- After that faculty can upload PDF file of question paper and answer key by clicking on respective tabs.



## 9.0 Block Generation & Hall Ticket

### 9.1 Create Block & Hall Ticket

- Once Exam form dates over create exam block (before 7 days of exam starting)
- Once Blocks are created, hall ticket for the same will be shown to student login with block numbers
- Create Block: Work space- Exam – Create Exam Block Date wise
- Select Details, Subject Details will be display with student. Click on Create Block. Default setting is “30” student per block of same subject code.

**Create Exam Block**

Department: B.Sc. University: MU Semester: 6 Date Of Exam: 15/07/2019 View

Fail / Absent Transfer Fail / Absent / Detain Transfer Per Block Student: 30 Student Type: All Student Create Block Save Location

Subject	Exam Type	Subject Code	Total Student	Select	Block Created	Block No	Total In Block	Location	
AIIC	MU FINAL EXAM - REMEDIAL	02CY0351	11	<input type="checkbox"/>	Yes	1	11	MB414	Delete
FT	MU FINAL EXAM - REMEDIAL	02MB0351	1	<input type="checkbox"/>	Yes	2	1	MB414	Delete

### 9.2 Late Exam form students

- If any student requests for exam from after creation of blocks. Allow as per point no.7.4. Once student register for exam form and pay fees create student wise block.
- Work space- Exam- Exam Student
- Enter Enrollment number- Select Exam and Create Block

Get Data Save Create Block Select Exam: MU FINAL EXAM Create Block

Enrollment No.	Roll No.	Sem	Exam Type	Dep...	Subject Short Name	Subject	Subject Code	Ac... Ye...	Stre...	DateOfEx...	QR Code	Block No	
91800105036			mu										
<input type="checkbox"/>	91800105036	91800105036	3	MU FINAL	ENGI...	BPD	BUILDING ...	01CI0302	1920	CIV...	19/10/2019	t106111x2611...	4
<input type="checkbox"/>	91800105036	91800105036	3	MU FINAL	ENGI...	MOS	MECHANIC...	01CI0301	1920	CIV...	17/10/2019	t106111x2611...	4
<input type="checkbox"/>	91800105036	91800105036	3	MU FINAL	ENGI...	FM	FLUID MEC...	01CI0304	1920	CIV...	15/10/2019	t106111x2611...	5
<input type="checkbox"/>	91800105036	91800105036	3	MU FINAL	ENGI...	SUR	SURVEYING	01CI0303	1920	CIV...	12/10/2019	t106111x2611...	19
<input type="checkbox"/>	91800105036	91800105036	3	MU FINAL	ENGI...	ADE	APPLIED DI...	01MA0301	1920	CIV...	10/10/2019	t106111x2612...	22

### 9.3 Remove blocks

- If any department requests to COE for not allowing any student in exam, but has filled exam forms and blocks are created than remove blocks so student
- Workspace- Exam- Exam Student
- Enter Enrollment number- Get Data- filter exam type and click on blocks at ‘IS Delete’ and SAVE.
- Deleted block will highlighted in red and student will not able to show block details in login

Get Data Save Create Block Select Exam: MU FINAL EXAM Create Block

Enrollment No.	Roll No.	Sem	Exam Type	Dep...	Subject Short Name	Subject	Subject Code	Ac... Ye...	Stre...	
91800105036			mu FINAL							
<input checked="" type="checkbox"/>	91800105036	91800105036	2	MU FINAL REME...	ENGI...	CP	COMPUTER...	01CE0101	1920	CIV...

## 9.4 Student Login Display

Student Login: LOGIN: EXAM: Upcoming Exam

### Up-Coming Examination

**Your Hall Ticket**

1 MU FINAL EXAM - REMEDIAL  
Sem - 6

Subject	Date & Time	Location	Exam
AIIC 02CY0351	15-07-2019 10:30AM : 1:30PM	MB414 Block No. 1	MU FINAL EXAM - REMEDIAL
			<div style="display: flex; justify-content: space-around; gap: 5px;"> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">SYLLABUS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">PAPER SET</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">NOTES</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">TIPS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">REGISTER</span> </div>
AOC 02CY0352	16-07-2019 10:30AM : 1:30PM	MB414 Block No. 1	MU FINAL EXAM - REMEDIAL
			<div style="display: flex; justify-content: space-around; gap: 5px;"> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">SYLLABUS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">PAPER SET</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">NOTES</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">TIPS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">REGISTER</span> </div>
AST 02CY0354	18-07-2019 10:30AM : 1:30PM	MB414 Block No. 1	MU FINAL EXAM - REMEDIAL
			<div style="display: flex; justify-content: space-around; gap: 5px;"> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">SYLLABUS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">PAPER SET</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">NOTES</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">TIPS</span> <span style="background-color: #f44336; color: white; padding: 5px 10px; border-radius: 5px;">REGISTER</span> </div>

Student Can check subject wise Exam Location and can download hall tickets.

## 10.0 Location Assign and Supervisor Duty Allocation

### 10.1 Selection of location and online Entry

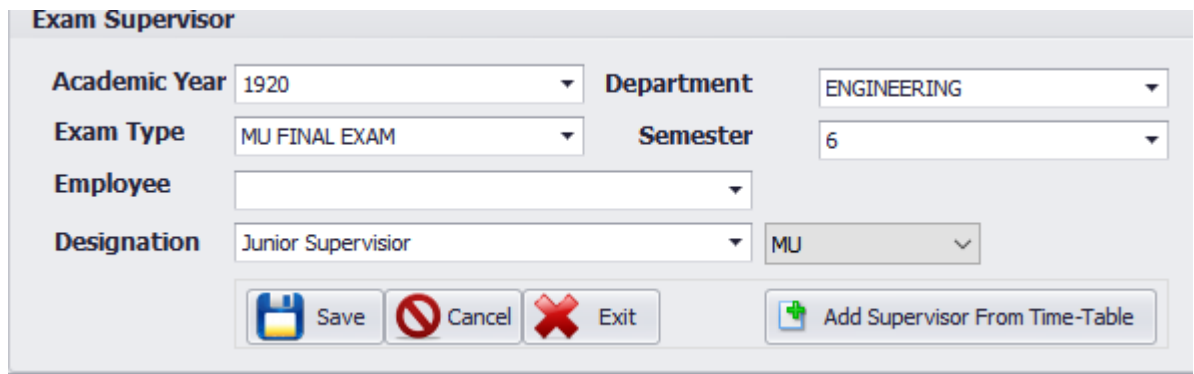
- Check required number of location from number of blocks created
- Check academic time tables for available location and prepare list
- Enter online location from Block Create Menu and Save. Same will be display to student login-upcoming exam.

### 10.2 Information to respective departments

- Send an email containing location details with date and time to...
  - Department time table coordinators: for regular teaching arrangement if any location clashes,
  - Housekeeping department: for opening location before 30 minutes of exam start
  - ICT department: for recording of exam

### 10.3 Supervisor allocation and email

- Supervisor allocation can be done once location entries are completed
- Supervisor Names:
  - Work space- Exam- Exam Supervisor- Select Exam Details
  - Click on Add Supervisor from Time Table or can be added manually as per requirement- if not found sufficient numbers.



**Exam Supervisor**

Academic Year: 1920 Department: ENGINEERING

Exam Type: MU FINAL EXAM Semester: 6

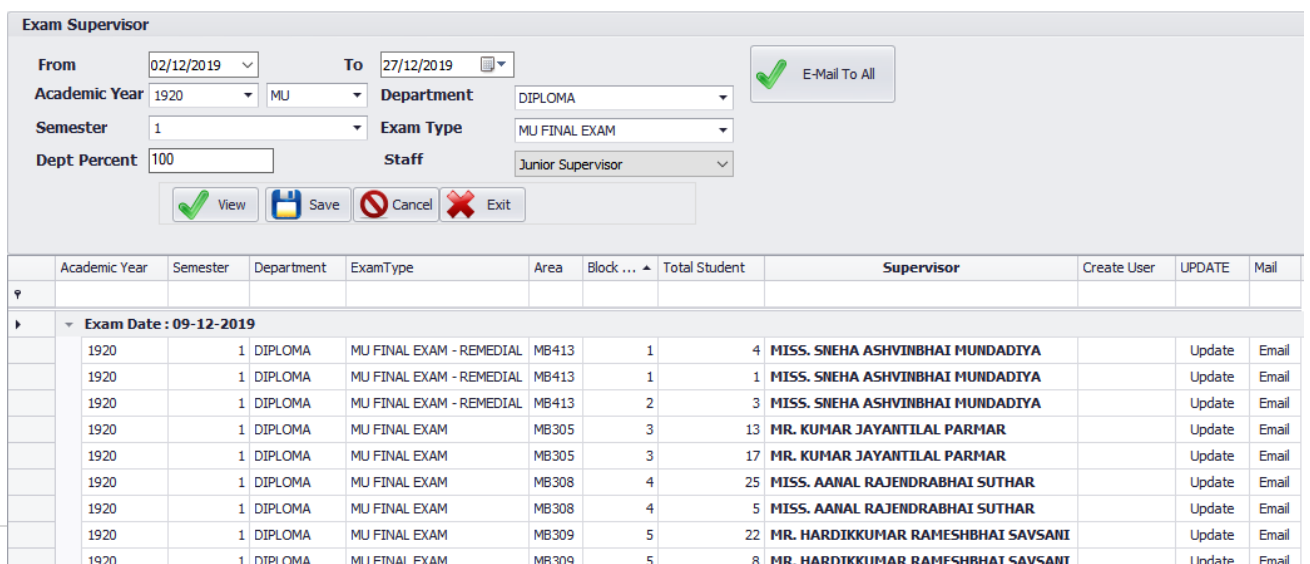
Employee: [Empty]

Designation: Junior Supervisor MU

Buttons: Save, Cancel, Exit, Add Supervisor From Time-Table

- Supervisor Duty Allocation:

Work space- Exam- Exam Supervisor Allocation- Select Exam Date & other Details  
Click on View: Blank details with block number and location will display



**Exam Supervisor**

From: 02/12/2019 To: 27/12/2019 E-Mail To All

Academic Year: 1920 MU Department: DIPLOMA

Semester: 1 Exam Type: MU FINAL EXAM

Dept Percent: 100 Staff: Junior Supervisor

Buttons: View, Save, Cancel, Exit


Academic Year	Semester	Department	ExamType	Area	Block ...	Total Student	Supervisor	Create User	UPDATE	Mail
Exam Date : 09-12-2019										
1920	1	DIPLOMA	MU FINAL EXAM - REMEDIAL	MB413	1	4	MISS. SNEHA ASHVINBHAI MUNDADIYA		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM - REMEDIAL	MB413	1	1	MISS. SNEHA ASHVINBHAI MUNDADIYA		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM - REMEDIAL	MB413	2	3	MISS. SNEHA ASHVINBHAI MUNDADIYA		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB305	3	13	MR. KUMAR JAYANTILAL PARMAR		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB305	3	17	MR. KUMAR JAYANTILAL PARMAR		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB308	4	25	MISS. AANAL RAJENDRABHAI SUTHAR		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB308	4	5	MISS. AANAL RAJENDRABHAI SUTHAR		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB309	5	22	MR. HARDIKKUMAR RAMESHBHAI SAVSANI		Update	Email
1920	1	DIPLOMA	MU FINAL EXAM	MB309	5	8	MR. HARDIKKUMAR RAMESHBHAI SAVSANI		Update	Email

Click on SAVE: Automatic supervision duty allocation will be done from names already entered.

Click on Email to All: An auto generated email will be send to respective faculties

If there is any error or update in allocation, can update individual date and supervision duty and click on email for individual duty.

- Supervision Duty Email Sample:



Dear Colleagues,

You are appointed as a Jr. Supervisor in MU FINAL EXAM of DIPLOMA for the following days.

**MR. KUMAR JAYANTILAL PARMAR**

Exam Time Table Schedule						
Exam Date	From Time	To Time	Block	Area	Sem	Total Students
09/12/2019	2:00PM	5:00PM	3,3	MB305	1	30
11/12/2019	2:00PM	5:00PM	4	MB303	1	30
13/12/2019	2:00PM	5:00PM	6	MB302	1	7
16/12/2019	2:00PM	5:00PM	3	MA402	1	30

You are hereby instructed to present at Exam Centre (GTU room) 30 minutes before the commencement of examination and report to the respective Chief- Senior Supervisor.


If you are unable to take supervision on specified date than kindly contact the Chief-Senior Supervisor and provide alternative name through your Head of the Dept. before one day of Exam Date.

You must follow all Instructions which are given by Exam Coordinator / Exam Section.

For any Query / Clashes in Supervision duty kindly contact your respective Head Of Department.

Thanks

Exam Section


**Marwadi**  
University

Rajkot - Morbi Highway, At: Gauridad, Rajkot- 360003.  
 Tel. +91-281-2924155/56 | Cell : +91 97277 24661/62/63/64/65/66  
 Email: [info@marwadieducation.edu.in](mailto:info@marwadieducation.edu.in) | [www.marwadieducation.edu.in](http://www.marwadieducation.edu.in)

- A common email is to be sent to all faculties every year regarding general guidelines supervision duty.

## 11.0 Printout of Exam Materials

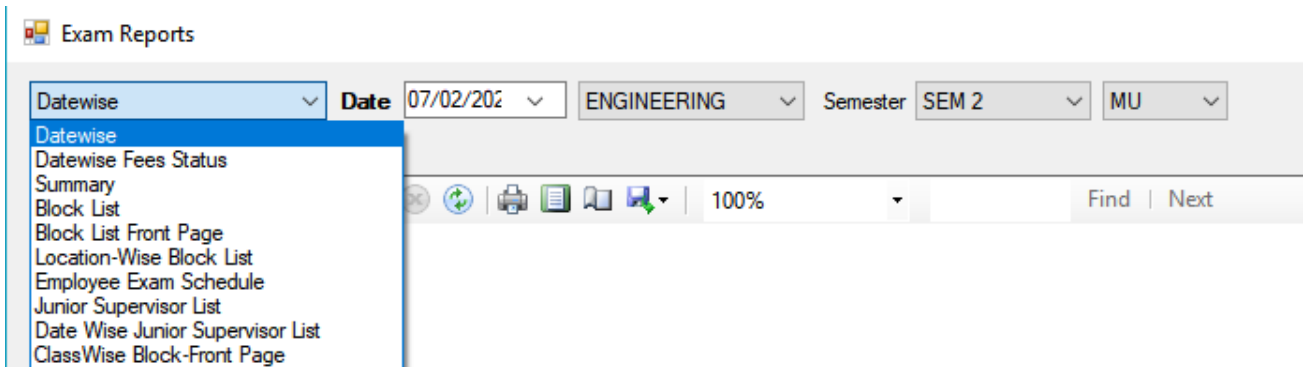
### 11.1 Stationary Arrangements

- Every year after completion of admission process, exam section is required to send details to store department for approx. stationary required such as Main Answer sheets, Supplementary, pages, green covers etc.
- Put online indent for the same prior to semester examination and collect it from store department

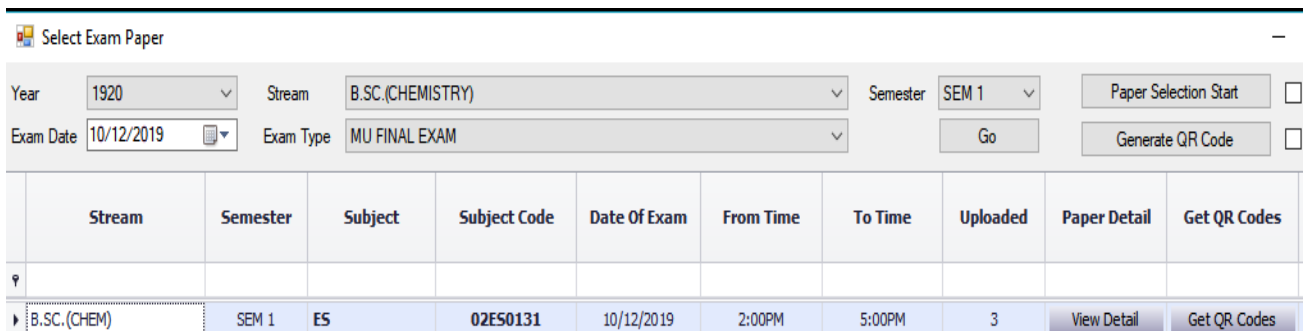
### 11.2 Printouts

- Take printout of various reports date wise to be used during exam such as
  - Block Summary
  - Attendance sheet
  - QR Code
  - Block list front page (page to be paste on green cover)
  - Supervisor sign sheet

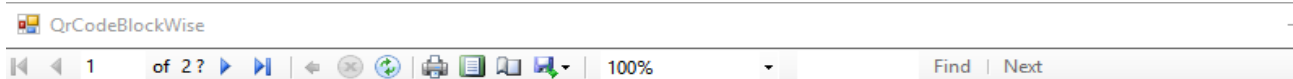
Reports: Workspace- Exam – Exam Reports- Report-date and exam details and can be print



QR Code: Workspace- Exam – Select Exam paper- Select Exam Course and Details- Click on generate QR Code (separate for reg & rem exam)



Click on Get QR Code and print out the same.



## MARWADI EDUCATION FOUNDATION'S GROUP OF INSTITUTIONS

Subject : ENVIRONMENTAL STUDIES (02ES0131)

Exam Date : 10/12/2019

Stream : B.SC.(CHEMISTRY)

Semester : 1

Block No. : 1

Location : MA402

91900211001

t 106464 x 27206



91900211002

t 106481 x 27206



91900211005

t 106503 x 27206



### 11.3 Handover to exam coordinators

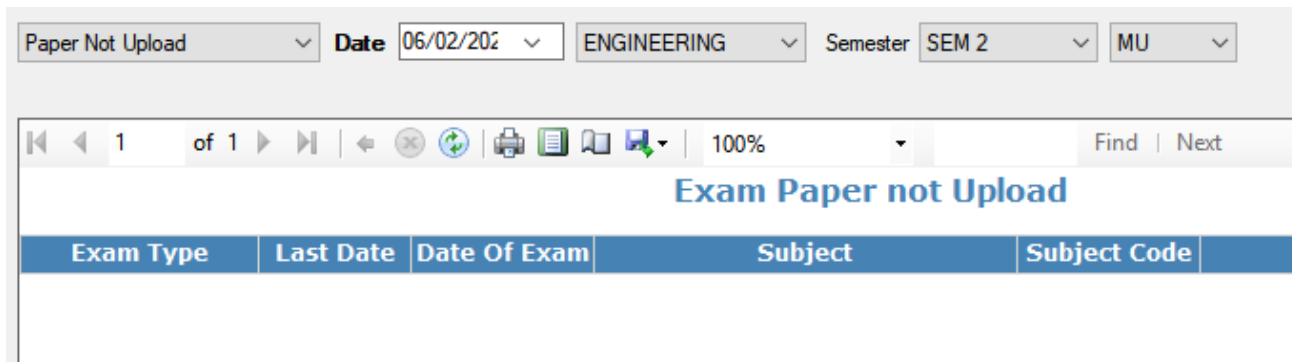
Handover these all materials before 2 days of exam starting along with blank reports like Strong Room Report, Block Bio-break, Absent/Present summary, Answer sheet usage summary reports, Duty summary reports.

Same has to be submit back at exam section after completion of exam on daily basis along with Answer sheets block wise in green envelopes.

## 12.0 Question Paper Selection & Question Paper Entry

### 12.1 Question Paper Upload Verification

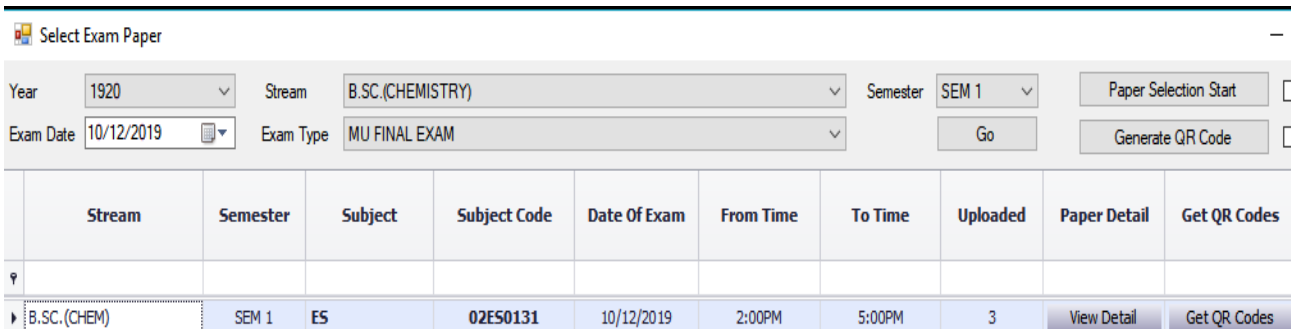
- Verify question paper are uploaded in before 7 days of exam date  
Workspace- Exam- Exam Reports- Paper Not Upload and other exam details  
List will be display only for the pending papers in which uploading time limit has passed.



- Ask faculty to report COE and extend date as per instruction for the same.

### 12.2 Question Paper Selection & Print

For selection Workspace- Exam – Select Exam paper- Select Exam Course and Details- Click on Paper Selection Start (common selection for same subject code in multiple branch or remedial)



Stream	Semester	Subject	Subject Code	Date Of Exam	From Time	To Time	Uploaded	Paper Detail	Get QR Codes
B.SC.(CHEM)	SEM 1	E5	02E50131	10/12/2019	2:00PM	5:00PM	3	View Detail	Get QR Codes

External link provided to COE for downloading question paper.

It is advisable to download papers before one day of exam.

Select Exam Date and list of papers selected will be display. Verify with exam schedule that all question papers are selected.

Click on Download, an OTP will be sent to COE and after entry of OTP, a pdf file of question paper will open.

Verify details like subject name, code and date. If any correction make it after taking concern from COE.

Print it and make a sealed envelope course wise for particular exam date. It will be in custody of COE. Handover to exam coordinator on exam day before 2 hours of exam and process of printing will be proceed.

## Paper Download

Exam Date :  [View](#)

Subject			
Department : LLM Subject : CRIMINOLOGY AND CRIMINAL JUSTICE ADMINISTRATION CCJA Code : 10LM0201 Faculty : DR. NONGTHOMBAM BANGKIM SINGH Mobile No : 9099857511	Semester 2	Exam MU FINAL EXAM	<a href="#">Download</a>
Department : MBA Subject : PRINCIPLES OF MANAGEMENT POM Code : 03BM0115 Faculty : DR. DARSHANA VAIBHAV VITHALANI Mobile No : 7801888246	Semester 1	Exam MU FINAL EXAM	<a href="#">Download</a>

### 12.3 Correction in Question Paper

During Question Paper selection if any common error found like error in Subject name, code and date. It is advised to correct with concern of COE.

During Exam if any query raised by student such as missing data, wrong data etc. respective exam coordinators has to report COE and exam section will provide details of Paper setter.

If paper setter found that correction is required in paper than a written application is to be given for the same and necessary correction has to announce in every blocks by exam coordinators.

Same application and marking on question is to be submit at exam section after completion of exam.

### 12.4 Question Paper Entry & Answer key download

On exam day during last half an hour exam section can download Question Paper and answer key.

Work Space-Exam-Exam Paper Details- Filter Date and Exam Type.

Selected question papers are highlighted in green color. Click on Subject Code

Left Mouse Click- Question Paper Download

Right Mouse Click- Answer Key Download

If click on PAPER or ANS KEY it will remove. (Option required if someone has uploaded wrong file and come to exam section for request to re-upload.)

#### Exam Paper Detail

Academic Year <input type="text" value="1920"/>													
	Depart...	Acade... Year	Stream	Sem	Exam Type	Subject Short...	Subject	Subject Code	DateOfExam	Faculty	Emp Code	Remove	Remove
▼					MU fin								
	LLM	1920	LLM	2	MU FINAL EXAM	ICL	INTERNAT...	10LM0204	27/01/2020	DR. RAHUL JAIRAM ...	1647	Paper	Ans Key
	LLM	1920	LLM	2	MU FINAL EXAM	ICL	INTERNAT...	10LM0204	27/01/2020	MR. NAIMISH VALLA...	434	Paper	Ans Key
	LLM	1920	LLM	2	MU FINAL EXAM	CJHR	CRIMINAL ...	10LM0203	24/01/2020	DR. RHISHIKESH NA...	1536	Paper	Ans Key
	LLM	1920	LLM	2	MU FINAL EXAM	Vict	VICTIMOL...	10LM0202	22/01/2020	DR. RACHANA CHO...	1902	Paper	Ans Key
	MBA	1920	MBA-FOBM...	2	MU FINAL EXAM - REM...	BA	BUSINESS ...	03BM0214	22/01/2020	MR. MITESH PIYUSH ...	1795	Paper	Ans Key
	MBA	1920	MBA-FOBM...	2	MU FINAL EXAM - REM...	OR	OPERATIO...	03BM0207	21/01/2020	MR. YASHESH ISHVA...	674	Paper	Ans Key
	MBA	1920	MBA-FOBM...	2	MU FINAL EXAM - REM...	QTFDM	QUANTITA...	03BM0213	21/01/2020	MR. YASHESH ISHVA...	674	Paper	Ans Key
	LLM	1920	LLM	2	MU FINAL EXAM	CCJA	CRIMINOL...	10LM0201	20/01/2020	DR. NONGTHOMBAM...	1690	Paper	Ans Key



After downloading Question Paper is to be email to all exam staff.  
 Exam Department has to enter every question in system, so during assessment faculty member can check question by just click on Question number. (so no need to change screens during assessment)  
 Login- Academic-Question Paper  
 Select exam date and Subject

**Manage Question Paper**

**Exam Date & Subject**

Exam Date:  Subject:

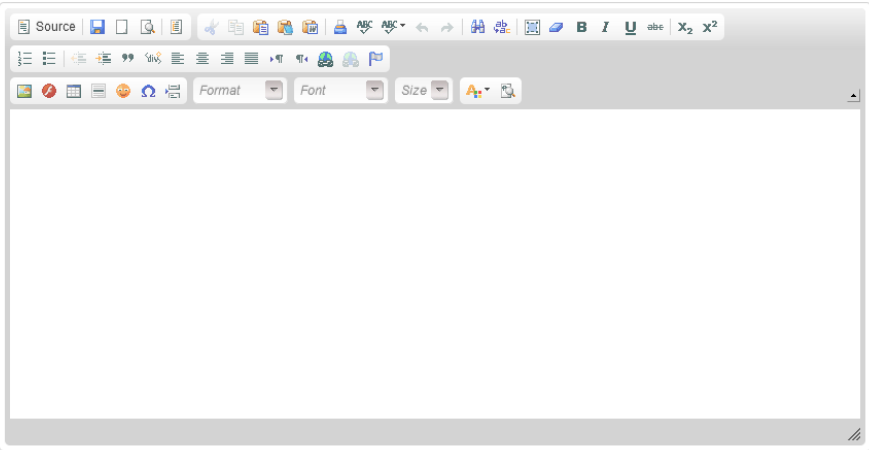
CRIMINOLOGY AND CRIMINAL JUSTICE ADMINISTRATION - 10LM0201  
 PRINCIPLES OF MANAGEMENT - 03BM0115

Select Question number and enter marks and other details.  
 Type Question/Copy-paste and save question wise.  
 At side menu structure will be shown to very total and question wise marks.

**Add Question Detail**

Que. No:  Que. Option:  Marks:  IsMain:  Option Ref:  A  B  C  D  E  F  G

Text :



Q No.	A	B	C	D	Total
1	5	5	5	5	20
2	10	10			20
or	10	10			20
3	10	10			20
or	10	10			20
4	20	20			40
<b>Total Marks :</b>					<b>100</b>

Course Outcomes  Blooms Taxonomy

Entered Questions will be display at same screen below.

**Question Detail**

No	Option	Marks	Option Ref	Question	Actions
1	A	5	A	Thorsten Sellin's culture conflict theory	<input type="button" value="EDIT"/> <input type="button" value="DELETE"/>
	B	5	B	Vold's group conflict theory	<input type="button" value="EDIT"/> <input type="button" value="DELETE"/>
	C	5	C	Quinney's social reality theory of crime	<input type="button" value="EDIT"/> <input type="button" value="DELETE"/>
	D	5	D	Turk's criminality theory	<input type="button" value="EDIT"/> <input type="button" value="DELETE"/>

## 13.0 Marks Entry for Department level Evaluation components

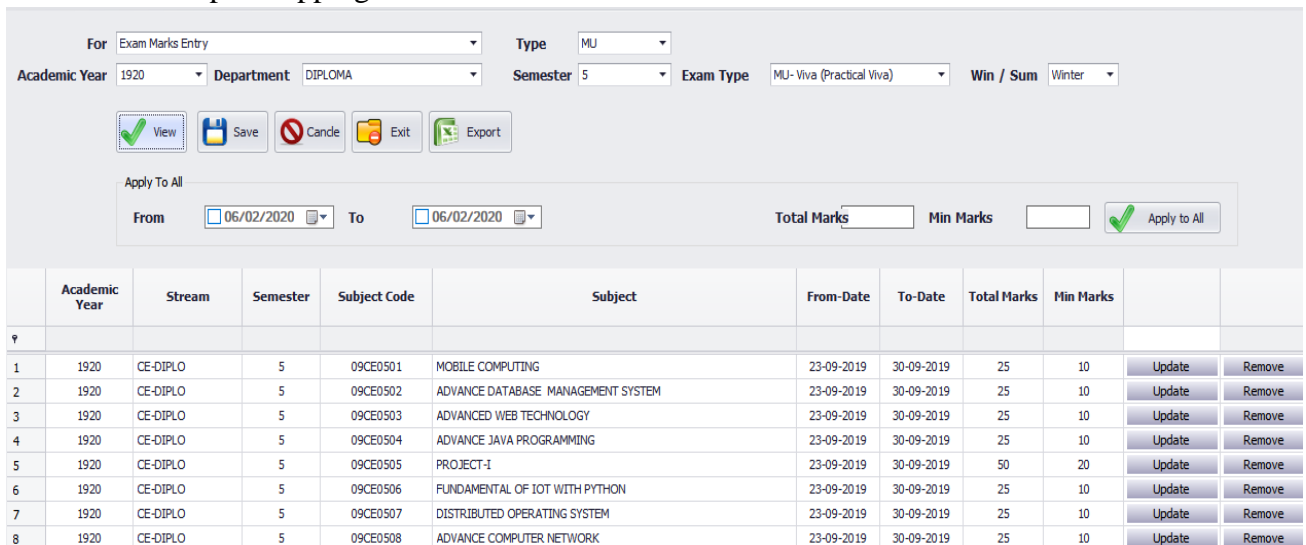
### 13.1 Activate Marks Entry

- Activate marks entry portal as per scheduled (point no 6.3)
- Regular Marks Entry

Workspace- Exam – Exam Admin Panel- Select **Exam Marks Entry** and other details.

Select from & to Date, enter marks and apply all (if common marks) or update individual subject wise marks and save.

Marks entry will open in faculty login exam component (IA, TW, VIVA, ESE) wise as per mapping.



The screenshot shows the 'Exam Marks Entry' interface. At the top, there are dropdown menus for 'For' (Exam Marks Entry), 'Type' (MU), 'Academic Year' (1920), 'Department' (DIPLOMA), 'Semester' (5), 'Exam Type' (MU- Viva (Practical Viva)), and 'Win / Sum' (Winter). Below these are buttons for View, Save, Cancel, Exit, and Export. An 'Apply To All' section includes 'From' and 'To' date pickers (both set to 06/02/2020), 'Total Marks' and 'Min Marks' input fields, and an 'Apply to All' button with a green checkmark. The main table lists subjects with columns for Academic Year, Stream, Semester, Subject Code, Subject, From-Date, To-Date, Total Marks, Min Marks, and actions (Update, Remove).

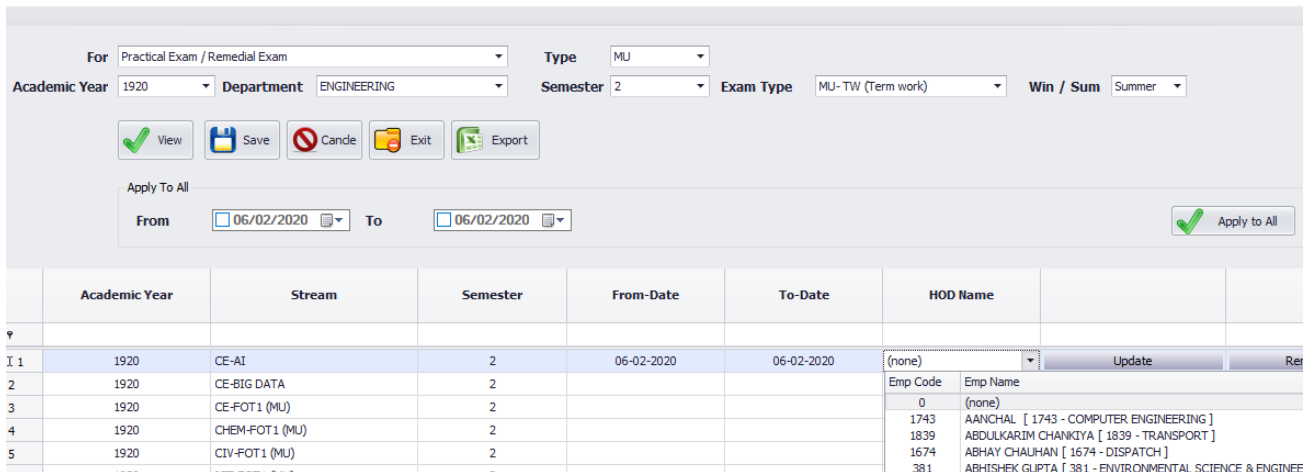
	Academic Year	Stream	Semester	Subject Code	Subject	From-Date	To-Date	Total Marks	Min Marks		
1	1920	CE-DIPLO	5	09CE0501	MOBILE COMPUTING	23-09-2019	30-09-2019	25	10	Update	Remove
2	1920	CE-DIPLO	5	09CE0502	ADVANCE DATABASE MANAGEMENT SYSTEM	23-09-2019	30-09-2019	25	10	Update	Remove
3	1920	CE-DIPLO	5	09CE0503	ADVANCED WEB TECHNOLOGY	23-09-2019	30-09-2019	25	10	Update	Remove
4	1920	CE-DIPLO	5	09CE0504	ADVANCE JAVA PROGRAMMING	23-09-2019	30-09-2019	25	10	Update	Remove
5	1920	CE-DIPLO	5	09CE0505	PROJECT-I	23-09-2019	30-09-2019	50	20	Update	Remove
6	1920	CE-DIPLO	5	09CE0506	FUNDAMENTAL OF IOT WITH PYTHON	23-09-2019	30-09-2019	25	10	Update	Remove
7	1920	CE-DIPLO	5	09CE0507	DISTRIBUTED OPERATING SYSTEM	23-09-2019	30-09-2019	25	10	Update	Remove
8	1920	CE-DIPLO	5	09CE0508	ADVANCE COMPUTER NETWORK	23-09-2019	30-09-2019	25	10	Update	Remove

- Remedial Marks Entry/External Examiner

Workspace- Exam – Exam Admin Panel- Select **Practical Exam/Remedial Exam** and other details.

Select from & to Date to activate entry in HOD login. (Before 2 days of marks entry start so HOD can assign faculty and inform to enter marks. As in remedial there will not any mapping HOD can assign exam wise coordinator as required)

Enter HOD name. HOD will able to enter faculty name during mentioned date.



The screenshot shows the 'Practical Exam / Remedial Exam' interface. At the top, there are dropdown menus for 'For' (Practical Exam / Remedial Exam), 'Type' (MU), 'Academic Year' (1920), 'Department' (ENGINEERING), 'Semester' (2), 'Exam Type' (MU- TW (Term work)), and 'Win / Sum' (Summer). Below these are buttons for View, Save, Cancel, Exit, and Export. An 'Apply To All' section includes 'From' and 'To' date pickers (both set to 06/02/2020) and an 'Apply to All' button with a green checkmark. The main table lists exam entries with columns for Academic Year, Stream, Semester, From-Date, To-Date, HOD Name, and actions (Update, Remove). A dropdown menu for HOD Name is open, showing a list of faculty members with their Emp Codes and Names.

	Academic Year	Stream	Semester	From-Date	To-Date	HOD Name		
I 1	1920	CE-AI	2	06-02-2020	06-02-2020	(none)	Update	Re
2	1920	CE-BIG DATA	2			Emp Code	Emp Name	
3	1920	CE-FOT1 (MU)	2			0	(none)	
4	1920	CHEM-FOT1 (MU)	2			1743	AANCHAL [ 1743 - COMPUTER ENGINEERING ]	
5	1920	CIV-FOT1 (MU)	2			1839	ABDULKARIM CHANKIYA [ 1839 - TRANSPORT ]	
						1674	ABHAY CHAUHAN [ 1674 - DISPATCH ]	
						381	ABHISHEK GUPTA [ 381 - ENVIRONMENTAL SCIENCE & ENGINEE	

Remedial students list is to be provide to all HODs well in advance by an email just after completion of remedial exam form filling procedure. So department can conduct exams during academics and only have to enter marks as per provided schedule.

### 13.2 Process for HOD & Faculty Login

- **For HOD Login** (Activate before 2 days of marks entry)

Login- Academic- Exam Employee Name

HOD will get list of subjects opened in login with last date of mark entry

Academic Year	Stream	Semester	Exam		Subject	Subject Code	Last Date	
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	MAVC	01MA1151	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	CP	01CE0101	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	BEE	01EC0101	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	BES	01EN0101	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	PYH	01GS0101	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	DE	01EC0102	06/02/2020	<a href="#">Examiner Detail (0)</a>
1920	CE-AI	2	MU- Viva (Practical Viva)	Summer	VE	01CR0103	06/02/2020	<a href="#">Examiner Detail (0)</a>

Click on Examiner Details

**Subject : MAVC (01MA1151) , Exam : MU- Viva (Practical Viva)**

[Add External Faculty](#)

Class	Date	Total Marks	Min Marks	Employee	
TP1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Select Employee"/>	<a href="#">Save</a>
Last Date : 06/02/2020					

Enter marks entry date, marks details, employee name and save. An employee will be able to enter marks on the date entered by HOD.

- **Process for Faculty Marks Entry:**

Activate as per schedule entered by exam section or name entered by HOD

Login- Academic- MU Exam Marks Entry

Faculty will get list of subjects assigned for marks entry

Academic Year	Stream	Semester	Class	Subject	Exam	Last Date	
1920	CE-BIG DATA <b>MU</b>	2	TP1	MAVC (01MA1151)	MU- TW (Term work) - Summer	06/02/2020	<a href="#">Get Student</a> <a href="#">Print</a>

By click on Print faculty can take blank mark sheet and copy of attendance sheet.

By click on Get student; marks entry will open

0 Marks Entry ( Subject : MAVC , Sem : 2 , Exam : MU- TW (Term work)-Summer )

Note : For Absent Student Enter [-1] Marks Or Tick [✓] on Absent.

Sr.No.	Enrollment No.	Roll.No.	Student Name	Min Marks	Total Marks	Status	
1	91900150001	91900150001	AYUSH RAKESH TAHILIANI	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
2	91900150002	91900150002	MANAV SHITALKUMAR GATHANI	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
3	91900150003	91900150003	ANUJ KIRANBHAI BAROCHIA	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
4	91900150004	91900150004	RIDDHI CHETANBHAI SHAH	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
5	91900150005	91900150005	VIDHI KIRITBHAI PARIKH	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
6	91900150006	91900150006	YASHRAJSINGH SURENDRASINGH JADEJA	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
7	91900150007	91900150007	JASH VITTHALBHAI VIRANI	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
8	91900150008	91900150008	MANSI DIPAKBHAI PAIDA	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
9	91900150009	91900150009	NIKITA JAVAHARBHAI DAREDI	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
10	91900150010	91900150010	ROHAN KISHORBHAI CHORADA	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
11	91900150011	91900150011	BIPIN JENTIBHAI KANTARIYA	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>
12	91900150012	91900150012	MANTHAN RAJESHKUMAR JASANI	12	<input type="text"/> / 30 <input type="checkbox"/> Absent ?	-	<a href="#">Save</a>

[Save All](#)

Faculty can Save individual students marks or can “save all” after all students marks. Status of Pass/Fail/Absent will be display for reference. After entry close this box and click on “Print” at subject list screen and faculty can download copy (PDF) of marks entered.


0

Report Type:  [View](#)

1 of 1 [Export](#)

Select a format

Print Date : 06/02/2020 04:31 PM

 **Marwadi University**

Date : 06/02/2020, Year : 1920 (Summer) Stream : CE-BIG DATA, Sem - 2, Class : TP1  
 Exam : MU- TW (Term work) Subject : MATRIX ALGEBRA AND VECTOR CALCULUS - 01MA1151

Sr.	Enroll.No.	Student Name	Passing Marks	Total Marks	Marks
1	91900150001	AYUSH RAKESH TAHILIANI	12	30	
2	91900150002	MANAV SHITALKUMAR GATHANI	12	30	
3	91900150003	ANUJ KIRANBHAI BAROCHIA	12	30	
4	91900150004	RIDDHI CHETANBHAI SHAH	12	30	
5	91900150005	VIDHI KIRITBHAI PARIKH	12	30	
6	91900150006	YASHRAJSINGH SURENDRASINGH JADEJA	12	30	
7	91900150007	JASH VITTHALBHAI VIRANI	12	30	

### 13.3 Submission of marks at exam section

- After marks entry faculty has to submit soft Pdf file after final marks entry along with CSE-Rubrics report (point 5.2) to respective HOD/Coordinator.
- If any faculty missed deadline or forgot to download copy; can request by an email to exam section with concern/cc mark to HOD/Dean. Exam section will extend date from admin panel for a day to update.
- Hard copy of attendance sheet/ hand written & final mark sheet should be submit to respective Head. If required exam section will ask for the same whenever required.
- HODs are required to submit Branch wise subject wise FOLDER- PDF files of all marks entered in CD to exam section along with summary sheet containing subject details of marks entered as per last date mentioned in schedule.

Sample format for summary sheet:

- **Marks submission summary**

<b>Exam: Winter/Summer:</b>	WINTER/ SUMMER	<b>Year:</b>	2019
<b>Regular/ Remedial</b>	Regular/ Remedial	<b>Semester</b>	
<b>Institute Name</b>			
<b>Course Name</b>			
<b>Stream/Branch Name</b>		<b>Division</b>	

(Mention "YES" for Pdf submitted, Mention "NA" for Not applicable as per teaching scheme)

Sr. No	Subject Name	Sub. Code	Faculty Name	IA	CSE	TW	Pr./ Viva	ESE	Remarks
1									
2									
3									
4									
5									
6									
7									

## 14.0 Block Collection and other procedure

Daily process after examination

### 14.1 Collect Blocks, Attendance sheet, Absent/Present Summary

- After completion of exam collect exam blocks, attendance sheet, absent/present reports from exam coordinators.
- File attendance sheets & absent/present summary in course wise-semester wise file

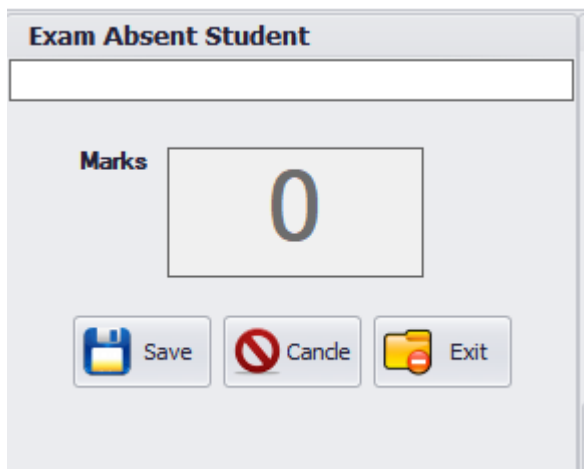
### 14.2 File of UFM and Other cases observed

- Keep separate files for UFM Case observe
- Keep separate files for Question Paper correction applications

### 14.3 Gun Absent Students QR Code

- Gun Absent student QR codes pasted back side of attendance sheet.

Workspace-Exam- Exam absent Student- Gun QR Code and save

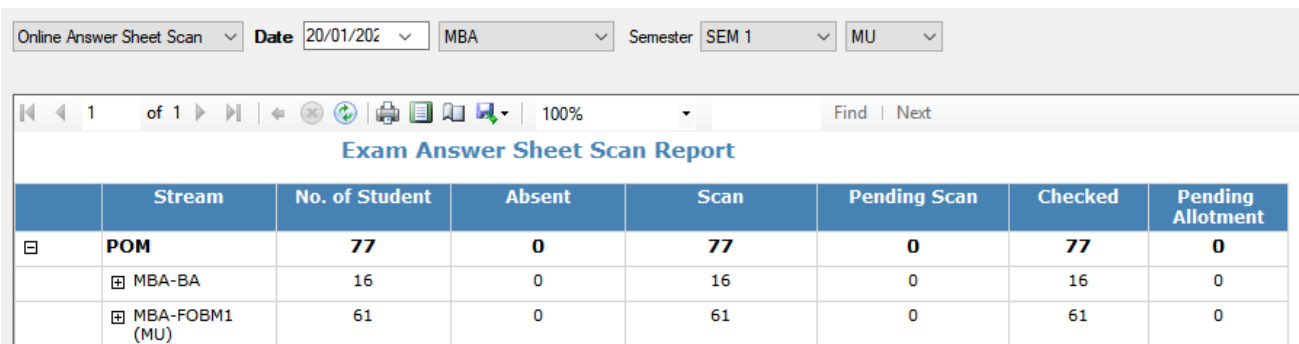


The screenshot shows a web form titled "Exam Absent Student". It has a text input field at the top. Below it, the label "Marks" is followed by a large display box containing the number "0". At the bottom, there are three buttons: "Save" (with a floppy disk icon), "Cancel" (with a red circle and slash icon), and "Exit" (with a folder icon).

### 14.4 Report of answer sheets to be scan

- After absent student entry a report can be get for how many answer sheet is to be scan  
Course wise – date wise- semester wise

Workspace- Exam- Exam Reports- Online Answer sheet Scan



The screenshot shows a web interface for "Exam Answer Sheet Scan Report". At the top, there are filters for "Date" (20/01/202), "MBA", "Semester" (SEM 1), and "MU". Below the filters is a table with the following data:

	Stream	No. of Student	Absent	Scan	Pending Scan	Checked	Pending Allotment
☐	<b>POM</b>	<b>77</b>	<b>0</b>	<b>77</b>	<b>0</b>	<b>77</b>	<b>0</b>
	☐ MBA-BA	16	0	16	0	16	0
	☐ MBA-FOBM1 (MU)	61	0	61	0	61	0

### 14.5 Cutting of Answer sheet and scanning

- Cut the answer sheets block wise from the left side (thread).
- Scan it and put in separate date wise folder.
- Once all answer sheets of same subject code are scanned, verify count as per report, then copy to server link provided by software department.



## 15.0 Allocation and Assessment

### 15.1 Transfer answer sheets to server

- After copy of answer sheets in server link, we need to transfer and allocation process follows

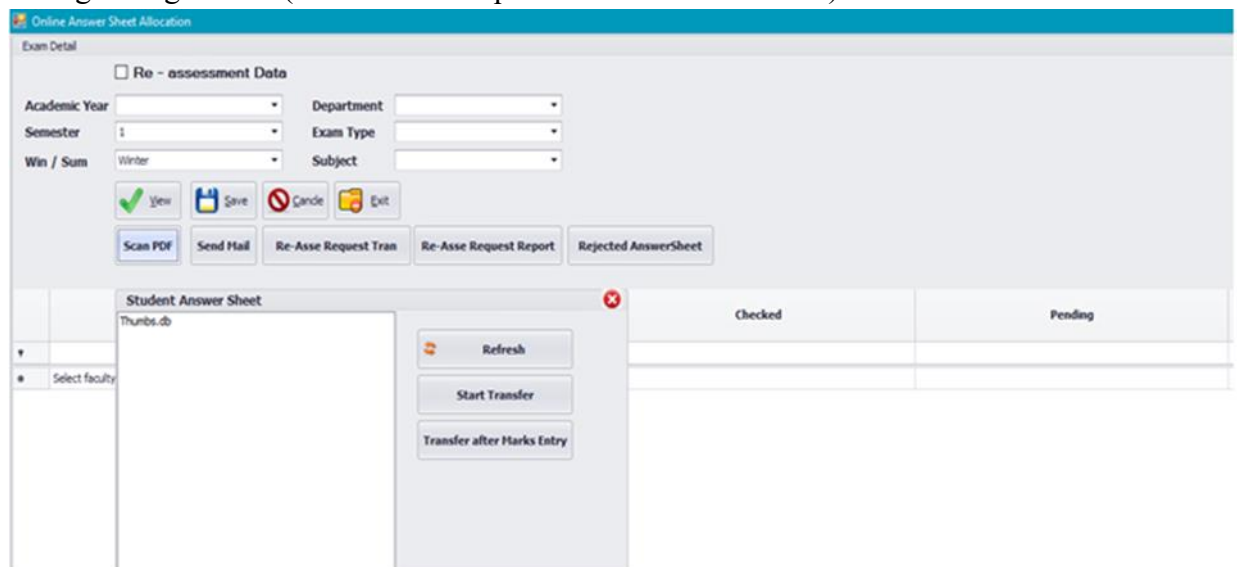
Workspace- Exam- Online Answer sheet Allocation

Click on Scan PDF- a pop up will display with answer sheets. If not showing Click on Refresh.

Click on “Start Transfer”; answer sheet will transferred to server and map with respective subjects.

If there is any error in QR code that answer sheet will not transfer will remain pending at link/drive. Correct it and upload again.

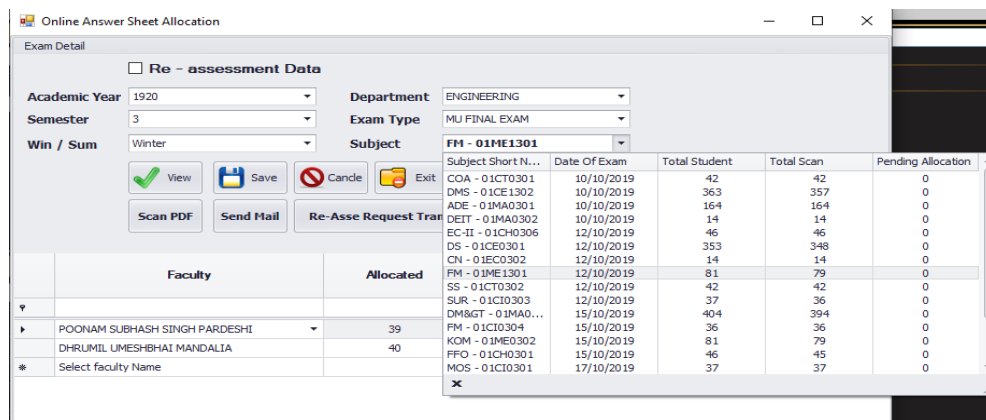
“Transfer after Marks Entry” is for answer sheets which are checked manually and scanning after gunning marks. (This doesn’t require allocation afterwards)



- Once transfer process completed, view report as per point 14.4, if any pending scanning found, click on course and details will be shown which answer sheets are uploaded and which is pending. If any pending update it.

### 15.2 Allocation & Answer key

- After that open same module “online answer sheet allocation”  
Select all details and subject list will display with total number of answer sheets





Select subject- faculty list from mapping will be display.

If name not found (cases like remedial exam) take names from HOD by email.

Enter answer sheets numbers to be distribute to each faculty (equally to all mentioned faculties)

Click on Mail Check box against each examiner and click on send mail.

Online Answer Sheet Allocation

**Exam Detail**

Re - assessment Data

Academic Year: 1920    Department: ENGINEERING

Semester: 3    Exam Type: MU FINAL EXAM

Win / Sum: Winter    Subject: FM - 01ME1301

Faculty	Allocated	Checked	Pending	Mail Check
POONAM SUBHASH SINGH PARDESHI	39	39	0	<input type="checkbox"/>
DHRUMIL UMESHBHAI MANDALIA	40	40	0	<input type="checkbox"/>

An auto generated email/order will be send to faculty members.

Sample Email:

Dear Sir / Madam,

You have been allocated answer sheets of **MBA Semester - 1 MU FINAL EXAM**

Subject : **OB - 03BM0116**

No. of allotted answer sheet : **30**

You are instructed to download the software from the following link:

<http://www.marwadieducation.edu.in/PublicContent/MEFGIPaper.msi>

After downloading the software, you have to enter your Employee Code and Password to login.

Select Semester and Subject Name

Then you will get list of answer sheets allotted to you.

Click on **View** to check the answer sheets one by one and put the marks at the right side of the answer sheets.

You have to put sub Que. wise marks as per Question Paper. Total marks will automatic count.

Click on **Save** after putting marks.

After saving, **Complete** button will be activate at list of answer sheets, where you can Complete the answer sheet after verifying Total.

You are informed to finish the e-Assessment within 1 week of this email. There will be remaining Days will be indicate in front each answer sheet allocated to you.

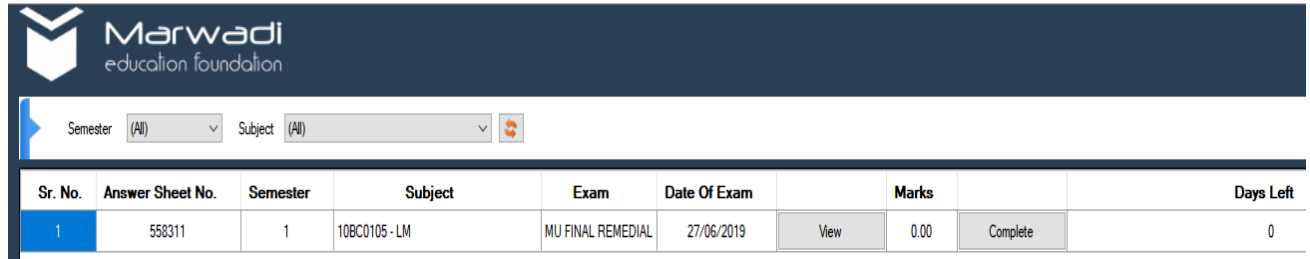
**Exam Section**  
**MEFGI**

**NOTE : THIS IS AUTO GENERATED MAIL. DO NOT REPLY.**

Faculty members can download link for PC module from that email or mobile app “MU Evaluator” for assessment.

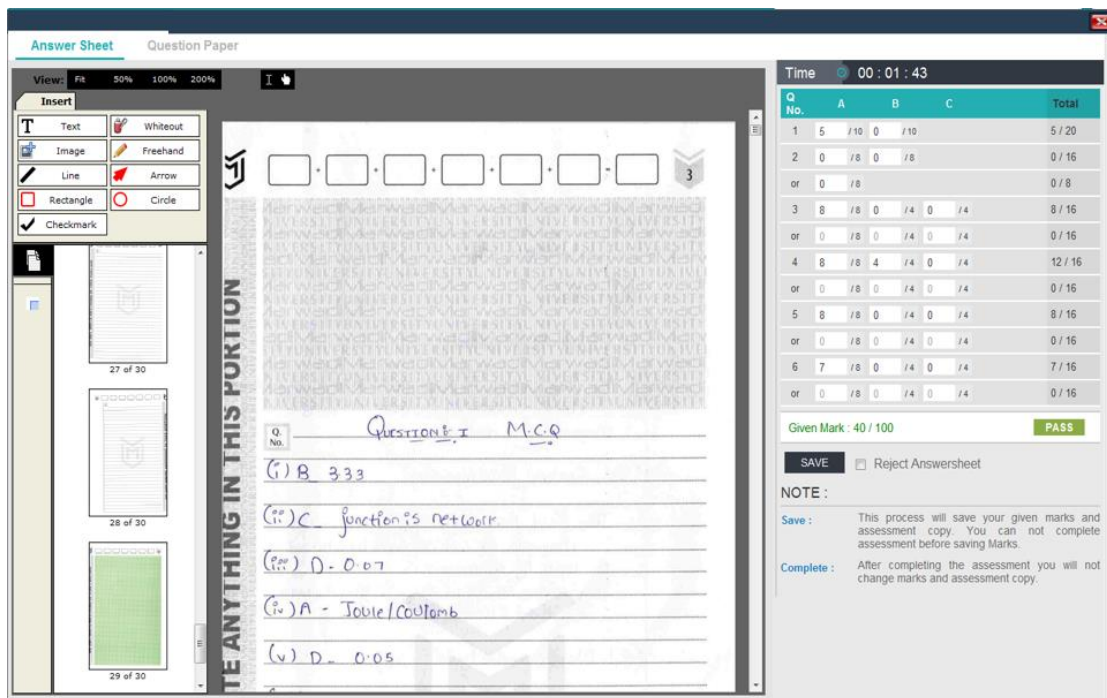
Answer keys to faculty members who have allotted answer sheets for particular exam date shall be available in Emp. Login during assessment days.) Faculty members can start assessment on the basis of this.

### PC Module for Assessment:



Sr. No.	Answer Sheet No.	Semester	Subject	Exam	Date Of Exam	Marks	Complete	Days Left
1	558311	1	10BC0105 - LM	MU FINAL REMEDIAL	27/06/2019	0.00	Complete	0

By click on “VIEW” assessment can be start.



**Answer Sheet** Question Paper

View: Fit 50% 100% 200%

Time: 00 : 01 : 43

**Insert**

- Text, Whiteout, Image, Freehand, Line, Arrow, Rectangle, Circle, Checkmark

**Q No.** QUESTION I M.C.Q

(i) B 333

(ii) C Junction's network

(iii) D - 0.07

(iv) A - Joule/Coulomb

(v) D - 0.05

Q No.	A	B	C	Total		
1	5	/10	0	/10	5 / 20	
2	0	/8	0	/8	0 / 16	
or	0	/8			0 / 8	
3	8	/8	0	/4	0 / 4	8 / 16
or	0	/8	0	/4	0 / 4	0 / 16
4	8	/8	4	/4	0 / 4	12 / 16
or	0	/8	0	/4	0 / 4	0 / 16
5	8	/8	0	/4	0 / 4	8 / 16
or	0	/8	0	/4	0 / 4	0 / 16
6	7	/8	0	/4	0 / 4	7 / 16
or	0	/8	0	/4	0 / 4	0 / 16

Given Mark : 40 / 100 **PASS**

**SAVE**  Reject Answersheet

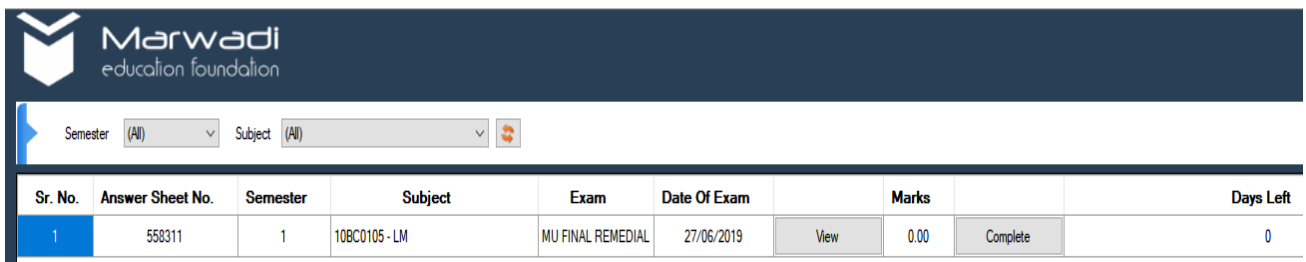
**NOTE :**

**Save :** This process will save your given marks and assessment copy. You can not complete assessment before saving Marks.

**Complete :** After completing the assessment you will not change marks and assessment copy.

“**Question Paper**”- Question paper that subject code will be display. Faculty members can download in pdf also.

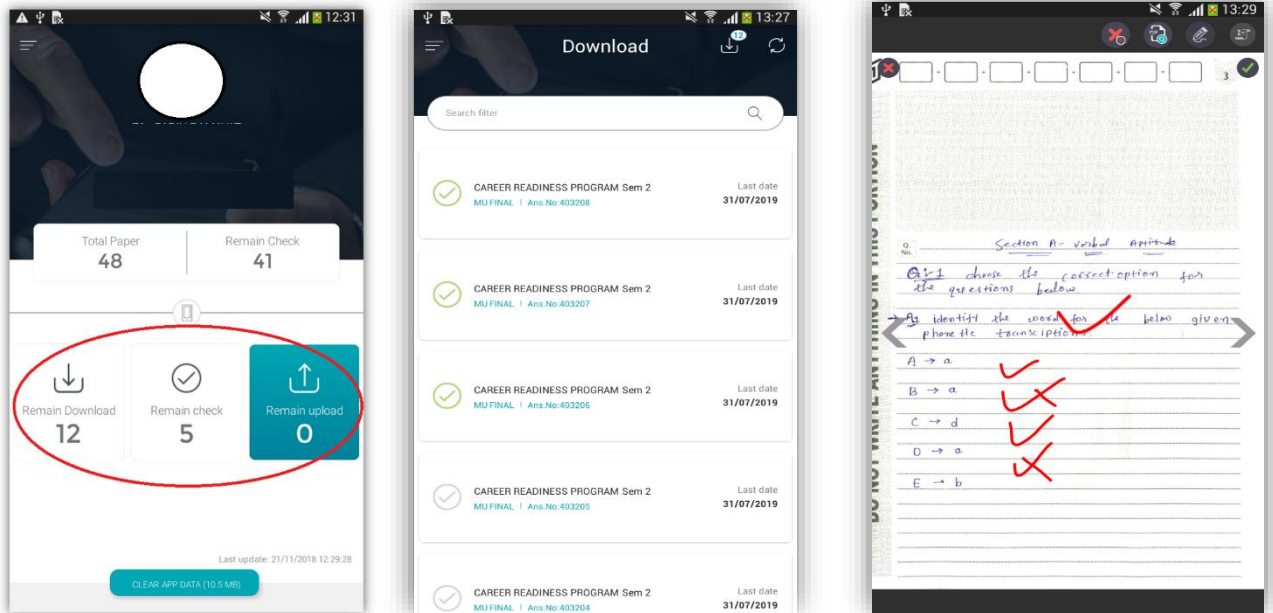
“**SAVE**”- after entering marks of question and will proceed to home screen.



Sr. No.	Answer Sheet No.	Semester	Subject	Exam	Date Of Exam	Marks	Complete	Days Left
1	558311	1	10BC0105 - LM	MU FINAL REMEDIAL	27/06/2019	0.00	Complete	0

Click on “Complete” and that answer sheet will be removed from faculty login and send to result database. (This button will work only if faculty has entered marks in all questions, save and has tick marked on all pages)

## Mobile Assessment: MU Evaluator

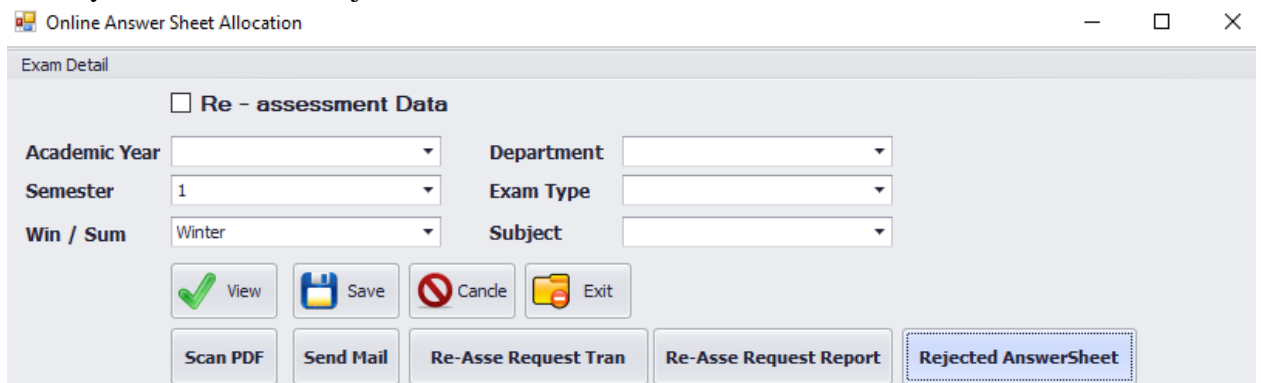


### 15.3 Rejected Answer sheets

- During assessment there is an option of “Reject Answer sheet” (for cases such as page missing, two answer sheets scanned together etc.)
- Faculty member can reject it with remarks.
- Exam section is required to check daily one time for rejected answer sheet manually.

### Workspace- Exam- Online Answer sheet Allocation

Select year and click on Rejected answer sheet.



List of rejected answer sheets will be display with remarks. Correct issues and re-scan answer sheet and replace with uploaded file.

Stream	Sem	Date Of Exam	Block ...	Enrollment No.	Roll No.	Subject	An... Sh... No.	Reject Remarks	QRCode	Faculty		
CIV-DIPLO	6	20/01/2020	2	91700936...	91700936...	SDD-II	63...	error: no document loaded	t103304x...	MR. JAY VIJAYBHAI PANDYA	Replace PDF	Remove
CIV-DIPLO	6	20/01/2020	2	91700936...	91700936...	SDD-II	63...	error: No document loaded	t103557x...	MR. JAY VIJAYBHAI PANDYA	Replace PDF	Remove

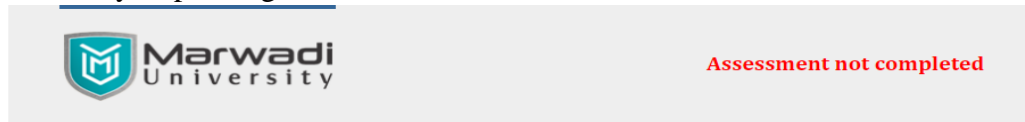
Replace PDF- after re-scanning of that answer sheet.

Remove- if there is no any correction required and give same pdf back to login.

Inform faculty members manually by email for the same that corrections are made and faculty can assess the same.

#### 15.4 Follow up of Pending Assessment

- An auto generated email send to faculty members regarding assessment not completed within time limit i.e.10 days. (regarding report to COE) (answer sheet will no longer assessable to faculty member)
- Summary of pending assessment as on date is also emailed to exam section.



Faculty Name	Subject	Subject Code	Semester	Allocation Date	Last Date	Nos of Pending	Reminder
TEJPAL GODA	FE	2180609	8	24-01-2020	03-02-2020	1	1
NAVJYOTSINH JADEJA	IOTA	2180709	8	24-01-2020	03-02-2020	24	1

- Once faculty member reported to COE an extension is to be given to faculty as per discussed with COE

Workspace- Exam- Answer sheet allocation days

Summary of pending assessment will display.

Answer Sheet Allocation Days									
Emp Code	Faculty	Semester	Subject Code	Subject	Pending Check	Allocation Date	Last Date	Extend Date	
1763	MR. JIGAR KISHORBHAI PANDYA	2	09MA1102	Math-II	1	28-01-2020	07-02-2020		

Extend Date and Save. Faculty member will able to assess answer sheet within time limit extended.

#### 15.5 E-Assessment result generate

- Once assessment for all subjects is completed, marks required to transfer to Final Result.

Workspace-Result-E-assessment Result Generate

Check allocation and checked details.

Click on Result Generate and it will proceed.

(Re-assessment result- is more mid sem exam re-assessment)

Result Generate
— □ ×

**Result Generate**

**Academic Year** 1920 **Department** DIPLOMA **Semester** SEM 5  
**Exam Type** MU FINAL EXAM **Win / Sum** Winter  **Re - assessment Result**

Subject...	Subject	GTU...	Allocation	Checked	Pending...	
▾ E						
▶ IOT	FUNDAMENTAL OF IOT WITH PY...	09CE0506	46	46	0	Result Generate
TMEM	TESTING AND MAINTENANCE O...	09EE0502	6	6	0	Result Generate
QSV	QUANTITY SURVEY AND VALUA...	09CI0502	29	29	0	Result Generate
IE	INDUSTRIAL ENGINEERING	09ME0501	27	27	0	Result Generate
ECTA	ENERGY CONSERVATION TECH...	09EE0506	6	6	0	Result Generate
SDD	STRUCTURE DESIGN & DRAWIN...	09CI0501	29	29	0	Result Generate
UO-IV	UNIT OPERATION - IV	09CH0501	23	23	0	Result Generate
ADMS	ADVANCE DATABASE MANAGE...	09CE0502	46	46	0	Result Generate
SGP	SWITCHGEAR & PROTECTION	09EE0501	6	6	0	Result Generate
PEED	POWER ELECTRONICS AND ELE...	09EE0503	6	6	0	Result Generate

## 16.0 UFM Hearing

### 16.1 UFM Case summary sheet

- Prepare detailed summary in excel of all the UFM cases which are submitted by coordinator daily bases. (Mention detail like exam date, branch of the student, exam semester, subject name & code, enrollment number of student, student name, remark and class location.)
- Collect CCTV footage of respective date and location from ICT department for the verification of UFM if require in scrutiny meeting & hearing.

### 16.2 Scrutiny Meeting/Proposed Punishment

- After completing exam phase or course appoint scrutiny committee as per COE instruction for inspection of UFM case, inform members by email for meeting.
- Scrutiny committee will examine all UFM cases and provide proposed punishment as per UFM Section/Rule.

Sample Scrutiny Report format: (to be prepare individuals student wise)

#### UFM- Inspection Committee Report

Student Name:

Enroll. No.:

Branch:

Exam Semester:

Sub. & Code.

UFM Details:

<b>Committee Observation:</b>
<b>Committee Decision:</b>
<p><b><u>Proposed UFM Section:</u></b></p> <p><b><u>Proposed Punishment/Action:</u></b></p>

Inspection Committee Member (Name & Signature)

1- Name & Signature

2- Name & Signature

3- Name & Signature

4- Name & Signature

### 16.3 Student Letter and Hearing Notification

- After Scrutiny meeting a letter is to be prepare for each student with details of proposed punishment, hearing date and is to send to respective HODs for informing to student.
- Notification/Summary for hearing is to be prepare and same has to be upload in student login-notice.
- A sms is required to be send to student & parent:  
 “Hearing for UFM cases observed during MU Exam Winter-2019 is scheduled on 31-Dec-2019. You are informed to collect letter for the same from your HOD for reporting time and more details.”

Sample UFM Letter format: (to be prepare individuals student wise)

**No: MU/UFM/WIN-19**

**Nov 09, 2019**

**To,**

.....  
 .....

**Sub: Show Cause Notice for unfair means case registered against you during Winter: 2019 Exam**

It has come to the knowledge of the University that during the Semester-3- exam of Subject DMS-01CE1302, you had indulged in unfair means on. The details of the unfair means are as under:

You have been caught by ..... with .....

As per the university UFM norms, following punishment shall be imposed upon you, if ultimately you are found guilty by the Unfair Means Committee.

UFM Section	Proposed Punishment

You are hereby called upon to show cause and informed to remain present personally and submit your explanation before UFM Committee as per below:

**Date:** ..... **Time:**....., **Location:** .....

It may kindly noted that if you do not remain present on the date and time fixed, it will be presumed that you have no response to be given to the present notice and the proceedings would be conducted ex-parte. If you are willing to submit written reply, the same may be submitted on the date fixed here in above.

Controller of Examination

Copy to:

1. Registrar office
2. Dean/ HOD/Dept. Coordinator
3. To student by respective Dept.

Note: Respective Dept. should keep record of UFM related communication with student. If required, UFM committee may ask for such record.

## 16.4 Final Hearing Committee

- A UFM hearing committee is be decided by COE & Registrar and inform members by email for meeting.
- COE and Registrar will also present at hearing with committee members.
- All members will hear students justification, will show supporting documents and will finalize final punishment.

Sample Final UFM Hearing Report Format: (to be prepare individuals student wise)

### Examination Disciplinary Action Committee Report (EDAC)

Student Name:

Enrl. No.:

Branch:

Exam Semester:

Sub. & Code. :

UFM Details:

<b>Observation:</b>
<b>Action:</b>

**HOD**

**Asst. Registrar (Examination)**

**Dean/ Principal**

**Controller of Examination**

## 16.5 Final Punishment Notification

- After completion of hearing a combine notification is to be prepare with details of final punishment. (Hearing date wise).
- Same has to be send to all HODs and is to be upload in student login for information.

Sample UFM Punishment Notification Format:

(Combine for all students who have common hearing date) (A pdf file has be be upload in student login-Notice)



**MU End Sem. Exam UFM Notification:3/WINTER-2019**

**31-Dec-2019**

It is hereby notified for the information of all concerned that the following students of Marwadi University were accused of adopting unfair means in WINTER-2019 University examinations. Based on the recommendation in the meeting of unfair means committee, the following punishment is approved by the competent authority.

Sr. No.	Enroll. No.	Name	Course	Exam Semester	Status during UFM Hearing	Punishment/Action

**Controller of Examination**

**Registrar**

Copy to:

- 1) Ps to Provost for information
- 2) Registrar office for Information.
- 3) Principal/Dean/HOD of respective course for information and necessary action to inform students

## 16.6 Result Update

- During hearing if that course is result declared than student result will be “Withheld” up to hearing. If result not declared than update it before declaration of result.
- Student result is to be update according to punishment imposed.

## 17.0 Marks Collection & Result Generate

### 17.1 Collect Marks

- Exam Section is required to collect marks as deadline prescribed in marks entry schedule (point no.6.3)
- If any pending send reminder by an email to submit.

### 17.2 Result Transfer & Verification

- Once marks collected for Particular course and semester; transfer marks to result panel  
Workspace- Result- MU Result Transfer- Select Details (separate for Reg. & Rem)

**Result Generate**

University: MU  
 Academic Year: 1920 Department: B.Com. Stream: B.COM (HONS.), B....  
 Semester: SEM 5 Exam Type: MU RESULT Win / Sum: Winter

Stream	Code	SUBJECT	Total Stude...	ExamType				
				MU- CSE ...	MU FINA...	MU- TW ...	MU- Viva...	MU-IA
B.COM.	04BC0501	RESEARCH METHODOLOGY	27	27	27	0	0	27
	04BC0502	GST AND ITS PRACTICES	27	27	27	0	0	27
	04BC0503	CORPORATE ACCOUNTING	27	27	27	0	0	27
	04BC0504	BUSINESS ETHICS & CORPORATE GOVERN...	27	27	27	0	0	27
	04BC0505	INCOME TAX- LAW AND PRACTICE-II	27	27	27	0	0	27
	04BC0506	COMPANY LAW	27	27	27	0	0	27
	04BC0507	TALLY ERP 9	27	27	0	0	27	27

Transfer CSE, IA etc. components marks and it will transfer and converted marks according to teaching scheme.

If any student or subject marks pending to enter it will show in “RED” for that component. After click on “RED” highlighted box student details can be found.

Stream	Code	SUBJECT	Total Stude...	MU- CSE (Internal)	MU FINAL EXAM	MU- TW (Term work)	MU- Viva (Practical V...	MU-IA
B.PHARM	13B10101	REMEDIAL BIOLOGY	3	2	2	2	2	2
	13CS0105	COMMUNICATION SKILLS	67	67	67	67	67	67
	13MA0101	REMEDIAL MATHEMATICS	65	64	64	0	0	64
	13PH0101	HUMAN ANATOMY AND PHYSIOLOGY-I	67	67	67	67	67	67
	13PH0102	PHARMACEUTICAL ANALYSIS-I	67	67	67	67	67	67
	13PH0103	PHARMACEUTICS- I	67	67	67	67	67	67
	13PH0104	PHARMACEUTICAL INORGANIC CHEMISTRY	67	67	67	67	67	67

Exam section will inform to respective head for submission of such pending marks within a day and update it.

### 17.3 Result Generate & Verification

- Result can be generated once all marks are found entered for particular course and semester  
Workspace- Result- MU Result Generate- Select Year and Exam Details (separate for Reg. & Rem.)

Exam Result Generate (MU)

Academic Year: 1920 Exam Type: MU RESULT Win / Sum: Winter

Studentwise

Department	Stream	Semester	Generate Date	Declare Date	
MBA					
MBA	MBA - EP	1	03-02-2020	05-02-2020	Result Generate
MBA	MBA-BA	1	03-02-2020	05-02-2020	Result Generate
MBA	MBA-FOBM1 (MU)	1	03-02-2020	05-02-2020	Result Generate
MBA	SI-MBA-FOBM1 (MU)	1	03-02-2020	05-02-2020	Result Generate
MBA	MBA-FOBM1 (MU)	3	01-01-2020	02-01-2020	Result Generate

- Verification

Randomly 4-5 students' result in each course is to be verify:

Result is transferred according Teaching Scheme?

Pass/Fail condition is proper?

Students Grade, SGPA is calculated properly?

Workspace- Result- MU Result- Student wise Declared Result-

Select Year-Course-Semester and Exam Details

(Report of all students of particular course and semester will be generate) -

NTU RESULTS

Studentwise Declared Result

Academic Year: 1920 University: MU  
 Department Id: MBA Stream ID: MBA - EXECUTIVE PROGRAMME  
 Semester ID: SEM 1 ExamType: MU RESULT  
 Part: Winter

View Report

Roll No	Stream	Sem	SGPA Credits	SGPA Grade Points	SGPA	RESULT	CCPA Credits	CCPA Grade Points	CCPA	Subject	Status	Fail Reason	Credits	CSE	IA	ESE	TW	Practical Viva	Total Marks	Obtain Marks	Convert Out Of 100	Grade
91900373001	MBA - EP	SEM-1	15	93	6.20	FAIL	15	93	6.20	EFM (03BM1102)	P		3	18 / 20	28 / 30	27 / 50			100	73	73	A
										SM (03BM0109)	F		3	14 / 20	22 / 30	8 / 50			100	44	44	F
										AFB (03BM2101)	P		3	19 / 20	28 / 30	24 / 50			100	71	71	A
										POM (03BM0115)	P		3	16 / 20	27 / 30	20 / 50			100	63	63	B+
										MSE (03BM0117)	P		3	18 / 20	25 / 30	32 / 50			100	75	75	A

## 18.0 Result Declare

### 18.1 Notification

- After generate and verification of result a notification is to be prepare in excel file containing details of result to be declare for that summary is to be download from Workspace- Result- MU Result- Result Analysis  
Select course-semester and exam details

Result Analysis ▼

---

AcademicYear <span style="float: right;">▼</span>	University <span style="float: right;">▼</span>
Department Id <span style="float: right;">▼</span>	Stream ID <span style="float: right;">▼</span>
Semester ID <span style="float: right;">▼</span>	ExamType <span style="float: right;">▼</span>
Part <span style="float: right;">▼</span>	

---

⏪ ⏩ 2 of 3? ⏪ ⏩ | 
 🔄 🖨 📄 📁 📌 📏 100% ▼

### Stream Wise Over All Result

Stream Name	Total Student	Total Pass	Result
MBA - EP	2	1	50
MBA-BA	16	13	81.25
MBA-FOBM1 (MU)	61	50	81.97
SI-MBA-FOBM1 (MU)	12	10	83.33

A Notification to be prepare in excel and take signatures of COE, Registrar and Provost.



**MARWADI UNIVERSITY**  
(Established under Gujarat Private Universities Act no. 9 of 2016)

### MU RESULT NOTIFICATION:24/Winter-2019

It is hereby declared the result of **LLM Course Sem. 2 REGULAR** exam students of Marwadi University **Winter-2019** examinations today i.e. **Feb. 05, 2020** as per following details and approved by the competent authority

Page 1

#### SEM.1 REGULAR

Stream Name	Total Student	Total Pass	Result
LLM	3	2	66.67

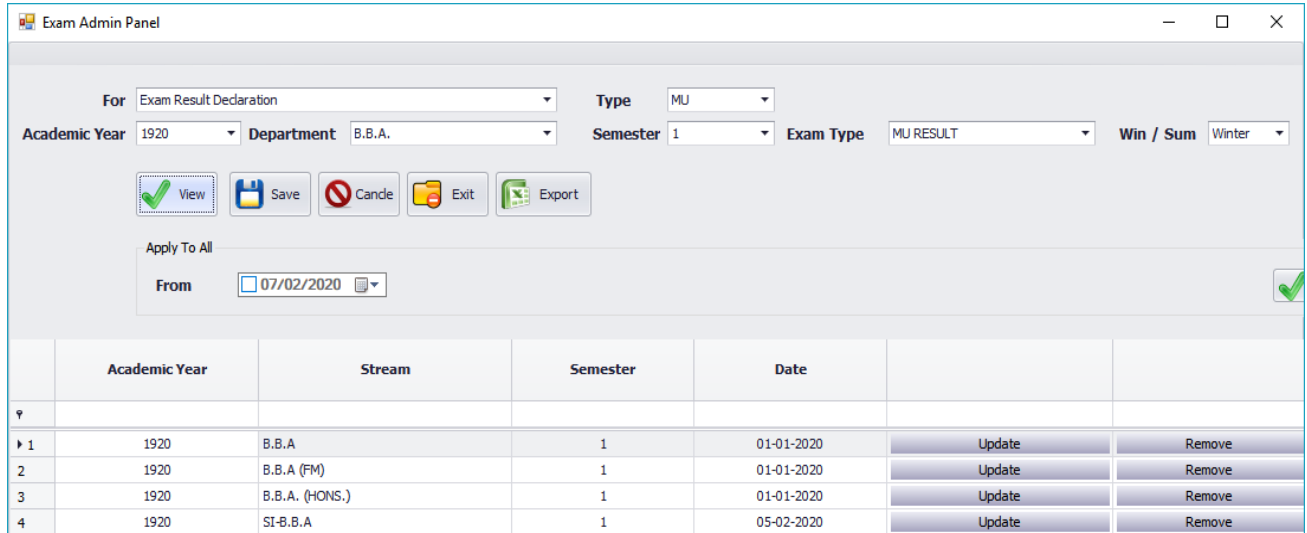
Controller of Examination

Registrar

Provost

## 18.2 Result Declare and Reassessment dates

- After notification, result is to be declare for the course  
 Workspace- Exam- Exam Admin Panel- Exam Result Declaration- Select details  
 Enter course wise date or From Date and apply to all and Save.



The screenshot shows the 'Exam Admin Panel' interface for 'Exam Result Declaration'. It includes filters for Academic Year (1920), Department (B.B.A.), Semester (1), Exam Type (MU RESULT), and Win / Sum (Winter). Below the filters are buttons for View, Save, Cancel, Exit, and Export. An 'Apply To All' section has a 'From' date field set to 07/02/2020. The main table lists exam details with columns for Academic Year, Stream, Semester, Date, and actions (Update, Remove).

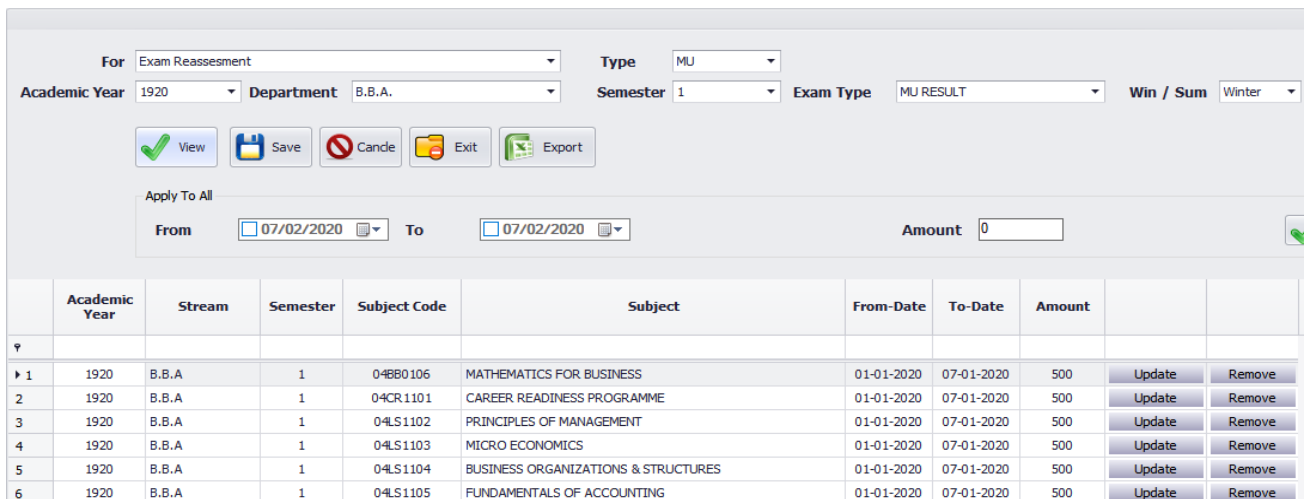
	Academic Year	Stream	Semester	Date		
1	1920	B.B.A	1	01-01-2020	Update	Remove
2	1920	B.B.A (FM)	1	01-01-2020	Update	Remove
3	1920	B.B.A. (HONS.)	1	01-01-2020	Update	Remove
4	1920	SI-B.B.A	1	05-02-2020	Update	Remove

- Reassessment Date

Generally re-assessment timeline is one week

Enter dates: Workspace-Exam- Exam Admin Panel- Exam Reassessment- Select result declared course details

Enter From and To Date. Reassessment fees Rs.500/- per subject, apply to all and save.



The screenshot shows the 'Exam Admin Panel' interface for 'Exam Reassessment'. It includes filters for Academic Year (1920), Department (B.B.A.), Semester (1), Exam Type (MU RESULT), and Win / Sum (Winter). Below the filters are buttons for View, Save, Cancel, Exit, and Export. An 'Apply To All' section has 'From' and 'To' date fields both set to 07/02/2020, and an 'Amount' field set to 0. The main table lists exam details with columns for Academic Year, Stream, Semester, Subject Code, Subject, From-Date, To-Date, Amount, and actions (Update, Remove).

	Academic Year	Stream	Semester	Subject Code	Subject	From-Date	To-Date	Amount		
1	1920	B.B.A	1	04BB0106	MATHEMATICS FOR BUSINESS	01-01-2020	07-01-2020	500	Update	Remove
2	1920	B.B.A	1	04CR1101	CAREER READINESS PROGRAMME	01-01-2020	07-01-2020	500	Update	Remove
3	1920	B.B.A	1	04LS1102	PRINCIPLES OF MANAGEMENT	01-01-2020	07-01-2020	500	Update	Remove
4	1920	B.B.A	1	04LS1103	MICRO ECONOMICS	01-01-2020	07-01-2020	500	Update	Remove
5	1920	B.B.A	1	04LS1104	BUSINESS ORGANIZATIONS & STRUCTURES	01-01-2020	07-01-2020	500	Update	Remove
6	1920	B.B.A	1	04LS1105	FUNDAMENTALS OF ACCOUNTING	01-01-2020	07-01-2020	500	Update	Remove








## 18.3 Student /parent intimation & student login

- A message is to be required to send students and parents regarding result declared and reassessment date by sending an email to student section. CC mark to HOD & Dean of respective department for their information.

- SMS Sample

“LAW Course Sem. 1 & 2 Remedial & Regular exam result declared. Students are informed to Check Login- Exam Menu- MU Result. For Re-assessment apply and pay fees during 10 to 13-July-2019.-Marwadi University”

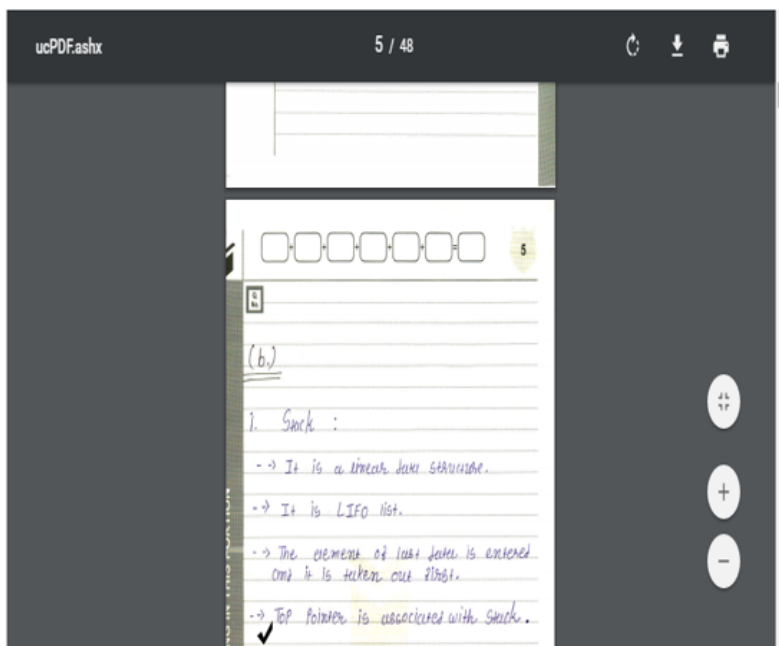
- Student Login Result  
Login- Exam Menu- MU Result- Click on Semester

Subject Code	Subject Name	Credit	Grade	E	I	V	T	Result	Passing Year	Reassessment	Rs. 500	Applied On : 08-02-2019 11:59 PM
 03BM0301	SMM	3	B+	-	-	-	-	Pass	Dec-2018	Applied	Rs. 500	Applied On : 08-02-2019 11:59 PM
03BM0303	SIP	6	B+	-	-	-	-	Pass	Dec-2018			
 03BM0304	IB	3	B	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	Rs. 500	
 03BM0320	IF	3	B	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	Rs. 500	
 03BM0321	IHRM	3	A	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	Rs. 500	
 03BM0325	FHPC	2	B+	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	Rs. 500	
 03BM1319	IM	3	B+	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	Rs. 500	
 03BM0302	LAB	3	F	F	-	-	-	Fail		Applied (No Change)	Rs. 500	Applied On : 06-01-2020 1:33 PM Fees Paid On : 06-01-2020 1:40 PM

Reassessment Date : 02/01/2020 - 08/01/2020

Print - 

- By click on “APPLY FOR REASSESSMENT” with mentioned Reassessment date, student can apply for reassessment and Rs.500 will be due. Student is required to pay fees for the same.
- By click on Print- student can print provisional mark sheet for reference.
- By click on “PDF” symbol with subject code, student can view answer sheet of that subject with marks.



Q.No.	A	B	C	Total
1	8/10	8/10		16/20
2	7/8	2/8		9/16
or	0/8			0/8
3	5/8	3/4	2/4	10/16
or	0/8	0/4	0/4	0/16
4	4/8	2/4	3/4	9/16
or	0/8	0/4	0/4	0/16
5	4/8	2/4	0/4	6/16
or	0/8	0/4	0/4	0/16
6	8/8	1/4	0/4	9/16
or	0/8	0/4	0/4	0/16

Total Marks : 59 / 100

## 19.0 Reassessment and other queries

### 19.1 Reassessment & Procedures

- Once reassessment is completed for particular course & semester, an auto generated email will be received by exam section with details of subjects in which students have applied for reassessment.

#### Reassessment Completed

1 message

Exam <academic@marwadieducation.edu.in>

To: naimish.sangani@marwadieducation.edu.in, kirankumar.rathod@marwadieducation.edu.in

Department	Subject Code	Subject		Exam Type	Semester	Result Date	Last Date	Total
B.Sc.	02CY0101	CHEMISTRY - I	CHEM-I	MU FINAL EXAM	1	31/12/2019	06/01/2020	1
M.Sc.	02MB0403	BIOSTATISTICS AND BIOINFORMATICS	BB	MU FINAL EXAM	1	31/12/2019	06/01/2020	2
M.Sc.	02MB1402	CELL STRUCTURE AND ORGANISATION	CS&O	MU FINAL EXAM	1	31/12/2019	06/01/2020	4
M.Sc.	02MB0404	EVOLUTION AND ECOLOGY	EE	MU FINAL EXAM	1	31/12/2019	06/01/2020	1
M.Sc.	02MB1405	FUNDAMENTAL BIOCHEMISTRY	FB	MU FINAL EXAM	1	31/12/2019	06/01/2020	2
M.Sc.	02CY0406	ORGANIC CHEMISTRY-CONCEPTS AND FUNDAMENTALS	OC-CF	MU FINAL EXAM	1	31/12/2019	06/01/2020	1
DIPLOMA	09GS1101	APPLIED PHYSICS	AP	MU FINAL EXAM	1	31/12/2019	06/01/2020	1
DIPLOMA	09CE1102	BASICS OF WEB DESIGNING	BWD	MU FINAL EXAM	1	31/12/2019	06/01/2020	1

- Answer sheet is to be allocate for Reassessment

Workspace- Exam- Online Answer sheet Allocation (click on Re-Assessment Data)

Exam Detail

**Re - assessment Data**

Academic Year: 1920      Department: DIPLOMA

Semester: 1      Exam Type: MU FINAL EXAM

Win / Sum: Winter      Subject: BWD - 09CE1102

	Faculty	Allocated	Checked	Pending	Ma
▼					
▶	KUMAR JAYANTILAL PARMAR	1	1	0	

Check subject details and number of answer sheets available for reassessment as per email.

If count mismatch click on “Re-asse Request Tran”. (Answer sheet which are not transferred for assessment will now available to allocation)

A fresh answer sheet (with any sign/marks of previous assessment) will allotted to faculty members. A manually email is to be send to faculty for reassessment order indicating reassessment time limit 2 or 3 days depending number of answer sheets.

**By click on Re-Asse Request Report:** a report is generated showing assessment details of that course and semester students; who have applied for re-assessment.

**Reassessment Result-** Verify difference between original marks and reassessment marks. If difference is less/more 10% of total marks than second reassessment is to be done.

Then declare reassessment result as per rule which is near to original marks. If it less than 10% change than “NO CHANGE” otherwise update result.

## Reassessment Report:

Re-Assessment Request

1 of 1 | 100% | Find | Next

### Reassessment Request Report

Stream	Enrollment No.	Student	Subject	Subject Code	Marks	Faculty	Re Ass Marks	ReAss Faculty
B.SC.(PHYSICS)	91900213006	GAUTAM SURESHBHAI PATADIYA	CHEM-I	02CY0101	17	DR. NITIN KUMAR SINGH	18	DR. NITIN KUMAR SINGH
B.SC.(PHYSICS)	91900213006	GAUTAM SURESHBHAI PATADIYA	CHEM-I	02CY0101	17	DR. NITIN KUMAR SINGH	26	DR. SABERA HASAMBHAI BIJANI
B.SC.(PHYSICS)	91900213006	GAUTAM SURESHBHAI PATADIYA	CHEM-I	02CY0101	17	DR. NITIN KUMAR SINGH	30	DR. SABERA HASAMBHAI BIJANI

## Reassessment Result:

After concern with COE on the basis of reassessment report  
 Workspace- Exam- Answer sheet Allocation Employee wise  
 Filter Details of student and subject. Reassessed answer sheet details will be display

Stream	Sem	Subject ShortName	Subject Code	Exam Type	Alloc... Type	EnrollmentNo	RollNo	Faculty Marks	Marks
				Mu Fin	R	91900213006			
B.SC.(PHYSICS)	1	CHEM-I	02CY0101	MU FINAL EXAM	R	91900213006	91900213006	17.50	17
B.SC.(PHYSICS)	1	CHEM-I	02CY0101	MU FINAL EXAM	R	91900213006	91900213006	25.50	17
B.SC.(PHYSICS)	1	CHEM-I	02CY0101	MU FINAL EXAM	R	91900213006	91900213006	30.00	17

Click on “RESULT GENERATE” in front of answer sheet which has approve by COE.

If there is change in result answer sheet will be update in student login, if there is no change that “NO CHANGE” will be display to student beside “APPLY FOR REASSESSMENT”.

Marwadi University  
 Credit : 26 | Grade Point : 158 | SGPA : 6.08

Subject Code	Subject Name	Credit	Grade	E	I	V	T	Result	Passing Year	Reassessment	Rs.	Applied On
03BM0301	SMM	3	B+	-	-	-	-	Pass	Dec-2018	Applied	500	Applied On: 08-02-2019 11:59 PM
03BM0303	SIP	6	B+	-	-	-	-	Pass	Dec-2018			
03BM0304	IB	3	B	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	500	
03BM0320	IF	3	B	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	500	
03BM0321	IHRM	3	A	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	500	
03BM0325	FHPC	2	B+	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	500	
03BM1319	IM	3	B+	-	-	-	-	Pass	Dec-2018	Apply for Reassessment	500	
03BM0302	LAB	3	F	F	-	-	-	Fail		Applied ( No Change )	500	Applied On : 06-01-2020 1:33 PM Fees Paid On : 06-01-2020 1:40 PM

Reassessment Date : 02/01/2020 - 08/01/2020

Print - 

(for manually assessment hide all marks/signs with white stickers, send marks to software department of update if any or “No Change” details.)

Student who have change in result, that student’s result is to be generate individually.  
 Workspace- Result- MU Result Generate- Select Year and Exam Details



Click on “STUDENT WISE”, filter student number and click on “Result Generate”

**Academic Year** 1920 **Exam Type** MU RESULT **Win / Sum** Winter  View

**Studentwise**

StudentWise						
	Department	Stream	GR No.	Semester	Enrollment No.	Student
▼					91900213006	
	B.Sc.	B.SC.(PHYSICS)	107257	1	91900213006	GAUTAM SURESHBHAI PATADIYA

[Result Generate](#)

Student result will be updated with Grade/SGPA changes as applicable.

Refund procedure to be follow by sending details to account section for students who have change in result (after completion of all course reassessment).

### **Student/Parent Update:**

A sms is to be send to student and parent about reassessment result declared.

SMS Sample:

“MBA COURSE SEM.3 EXAM Reassessment result updated. For students having change in result- Grade/Marks is updated to original result. For others “No Change”. -Exam Section”

### 19.2 Other Queries in result

If any other queries received by student/departments such as...

- Page missing in answer sheet/scanning issue
- Other student answer sheet display due to QR code reading issue
- Marks not entered/mistake in marks entered by faculty during marks enter

In such cases a written application with approval of HOD/Dean is to be submit to COE. Necessary procedure of reassessment of answer sheet/update marks is to be follow according to COE instructions and update individual student result and update the same to student and parent by a sms.

## 20.0 Backlog Detain and Revoke

- After completion of all semester results and reassessment procedure list of students who are going to detain (due to numbers of backlog) and who are going to revoke (due to clear of backlogs) is to be prepared.

Login- Report- Stream wise Result Data- Backlog List- Year and Stream

**Student Result Details**

Report Type: Back Log List | Academic Year: 1920 | Stream: AGRI-ENG;APP ART;ARCH(MU);ARCH | Central Stream: APPLIED ARTS;ARCHITECTURE;AUTOMOBILE ENGINEERING;AUTOMOBILE E

View Report | Clear

1 of 4 | Select a format | Export

### MU Backlog Suspend / Revoke

GR. No.	Enrollment No	Student Name	Department	Stream	Semester	Admission Year	Running Year	Total Back Log	Type	Suspend Type
104821	91800565005	ZALA GAJENDRASINH SUKHDEVSINH	COMPUTER SCIENCE	CYB SEC LAW	4	1819	1920	7	Suspend	
105330	91800323074	KRUPALIBEN MAHESHBHAI RAJKOTIYA	MBA	MBA-FOBM1 (MU)	4	1819	1920	8	Suspend	
12172	91640629004	DHARMESH KANUBHAI CHOVIYA	ARCHITECTURE	ARCH(MU)	10	1516	1920	0	Revoke	BACKLOG DETAIN
12182	91640629009	PIYUSHKUMAR HARSHADBHAI SOJITRA	ARCHITECTURE	ARCH(MU)	10	1516	1920	0	Revoke	BACKLOG DETAIN
12217	91640629016	JENIL ISHWARBHAI KAILA	ARCHITECTURE	ARCH(MU)	10	1516	1920	0	Revoke	BACKLOG DETAIN

- Download report course wise and send to respective department for further procedure of informing student and parent.
- Same time also send list to student section to update student status.
- Backlogs for detention: For the student detention of various courses the maximum backlogs a student can carry will be equal to Five (5) at any point of time. Students previous semester backlogs will not count for detain.

## 21.0 Printout of mark sheet, transcript and Provisional degree

### 21.1 Printout of mark sheet

- After completion of reassessment process mark sheet printout process takes place.
- Sequence to be follow higher to lower semester.
- We are printing mark sheet yearly basis, Combine mark sheet for every year (two semesters)
- Also plan to print for remedial in case of Pass out students
- Calculate approx. student appeared for exam and put online Pre-approval/PR process for the same well in advance for the same.

#### Result Data

-Result data is need to be download in excel file and request to send to service provider by email form Officer/Assistant Registrar of exam section.

Workspace-Result-MU Result Printing- Select Year

Result which are pending for print will be display.

Exam Result Generate (MU)

Academic Year: 1920  Studentwise

	Department	Stream	Semester		
Pending	ARCHITECTURE	ARCH(MU)	1	Verify Excel	Add To Print
Pending	ARCHITECTURE	ARCH(MU)	2	Verify Excel	Add To Print
Pending	ARCHITECTURE	ARCH(MU)	3	Verify Excel	Add To Print
Pending	ARCHITECTURE	ARCH(MU)	4	Verify Excel	Add To Print
Pending	ARCHITECTURE	ARCH(MU)	5	Verify Excel	Add To Print
Pending	ARCHITECTURE	ARCH(MU)	6	Verify Excel	Add To Print

Click on Verify Excel and save that excel file. Verify randomly result few students.

Click on Add to Print- So Pending status will be remove from that course.

That particular course details be transferred to below screen of the same module and a lot number will be generated for the same.

All details such as Number of answer sheets, who have created, date, print pending, issue pending will be display.

Departm...	Stream	Semester	Lot Number	Cr By	Cr Date		Verified By	Verified Date	Total Res...	Print Pending	Issue Pending	
arc												
ARCHITECTURE	ARCH(MU)	2	174	MR. KIRANKUM...	10-07-2019	Ex	Verify	MR. KIRANKUMAR...	24-07-2019	23	0	0
ARCHITECTURE	ARCH(MU)	4	175	MR. KIRANKUM...	10-07-2019	Ex	Verify	MR. KIRANKUMAR...	24-07-2019	33	0	2
ARCHITECTURE	ARCH(MU)	6	176	MR. KIRANKUM...	10-07-2019	Ex	Verify	MR. KIRANKUMAR...	24-07-2019	41	0	6
ARCHITECTURE	ARCH(MU)	1	196	MR. KIRANKUM...	11-07-2019	Ex	Verify	MR. KIRANKUMAR...	11-07-2019	4	1	1
ARCHITECTURE	ARCH(MU)	8	199	MR. KIRANKUM...	11-07-2019	Ex	Verify	MR. KIRANKUMAR...	24-07-2019	34	0	3
ARCHITECTURE	ARCH(MU)	3	200	MR. KIRANKUM...	25-07-2019	Ex	Verify	MR. KIRANKUMAR...	08-11-2019	1	0	1
ARCHITECTURE	ARCH(MU)	3	201	MR. KIRANKUM...	25-07-2019	Ex	Verify	MR. KIRANKUMAR...	08-11-2019	1	1	1

-An approval copy of mark sheet will be send by service provider. Same has to be verified by exam section. Once verified and found corrected to grant for final print.

Click on “Verify” for our record purpose.

-After receiving final print of mark sheet, handover to student section along with students details to scan and issue to student.

- Once student section scan mark sheet and upload in our data base “Print Pending” data will update.

- “Issue Pending” data will update on the basis of students collecting mark sheets.

## 21.2 Printout of Transcript and provisional degree

- Every Year University is providing Transcript and provisional degree to pass out student.
- For that blank format is prescribed and is be print by service provider.
- Exam Section is required to maintain stock for the same, if required necessary Pre-approval/PR process is to be follow.

### Generate Data

Workspace-Result-MU Transcript/Provisional Print

Select Year- Course- Document Type (Transcript or Provisional) - Pending Print and click on Generate. (if select Already Print- already generated data will display)

Transcript and Provisional Print data will be generated for pass out students. Randomly verify with students result.

**Result Generate**

Academic Year: 1920 | Department: B.B.A. | Document: PROVISIONAL | Status: ALREADY PRINT

Convocation Date: 08-02-2020 |  Apply All |  Save

GR. No.	Student	Enrollment No.	College	Provisional SR	Prov. Print	Conv Date	Degree Cer.	Con Update
100176	MEET VIPULBHAI BOSAMIA	91600424063	FACULTY OF LIBERAL S...	0726	20-01-2020			<input type="button" value="Con Update"/>
100283	DARSHAN AMRUTLAL KACHA	91600425029	FACULTY OF LIBERAL S...	0727	20-01-2020			<input type="button" value="Con Update"/>
101229	DWIJA JANI	91600425095	FACULTY OF LIBERAL S...	0728	20-01-2020			<input type="button" value="Con Update"/>

Enter Prov. Print Date and click on Print Report and take print on Provisional Degree and transcripts.

After print update SR numbers from provision degree. Report for the same can be downloaded in excel by click at “Provisional/Transcript”.

Convocation Date and Degree Certificate No is required to update after convocation of that particular batch.

## 22.0 Convocation

### 22.1 Pass out student register

- Every year pass out student report is to be generated from the module of provisional degree print.

Workspace-Result-MU Transcript/Provisional Print

Select Year- Course- click at “Provisional/Transcript”. Gold Medalist List

Excel report can be export and same has to present at Academic Council.

After approval Register is to make by taking print out of pass out students and summary of the same.

On the convocation the register is to signed by Provost, Vice-president and President.

### 22.2 Gold Medalist

- Gold Medalist is to be prepare on the basis of students cleared course without any backlog in any semester.
- List of students can be downloaded from Login- Report-Stream wise Result Data- Gold List List of students will display with rank on the basis of CGPA.

**Student Result Details**

Report Type:  Academic Year:  Stream:  Central Stream:

1 of 6

**Student Gold Medalist (Only MU Students)**  
Academic Year : 1819

B.B.A.							
Stream	GR. No.	Student	Enrollment No	Roll No	CGPA	Rank	Admission Quota
B.B.A	100194	PURVA LALITKUMAR KALARIYA	91600424152	91600424152	8.67	1	Open-General
B.B.A	101350	AARSHNA FARIDBHAI VASAYA	91600424203	91600424203	8.63	2	Open-General
B.B.A	100954	KAJAL SUDHIR MATTA	91600424154	91600424154	8.56	3	Open-General
B.B.A	100514	KAISHAVI BHARATBHAI RACHCHH	91600424168	91600424168	8.4	4	Open-General
B.B.A	100103	HARPALSINH KIRITSINH JADEJA	91600424036	91600424036	8.33	5	Open-General
B.B.A	100119	PRUTHVI BHAVESH BHOJANI	91600424028	91600424028	8.04	6	Open-General
B.B.A	100158	KEVIN HITESHBHAI PATIRA	91600424081	91600424081	7.79	7	Open-General
B.B.A	100502	MEGHNA MITESHBHAI RACHCHH	91600424162	91600424162	7.73	8	Open-General
B.B.A	100432	AJAYSINH DILIPSINH JADEJA	91600424112	91600424112	7.67	9	Open-General
B.B.A	100238	MANALI PRAKASHBHAI HIRANI	91600424137	91600424137	7.63	10	Open-General

Student who has highest CGPA will be eligible for gold medal. List is to be present at Academic Council and is to be approved.

Separate “FIRST RANK” certificate is to be given to such student at the time of convocation.

Note: For all Courses, where duration of the course is more than 2 years, the degree shall be awarded to the student on the basis of CGPA (Cumulative Grade Point Average) of last four semester’s performance in the exams.

### 22.3 Convocation Registration and process

- Once Convocation Date, Guidelines, Gold Medalist, Schedule are finalized and approved by Provost & Academic council; convocation registration process is to started.
- All details Convocation Date, Guidelines, Gold Medalist, Schedule are to be upload on website. <http://convocation.marwadiuniversity.ac.in/>

- SMS is to be sent to eligible students and parents for their registration. In which they are supposed to provide their UID details, latest passport photograph, updated communication details, concern of receiving degree in Present or in Absentia and pay requisite fees.
- Same eligible student details is also to be provided to respective heads, so they can take follow up.

#### 22.4 Degree Certificate and Folder Printing

- Degree certificate design is to present at Academic Council for suggestion if any.
- After online approval of PR proceed for printing of Degree certificate on the basis of pass out student's reports.
- Approval copy of Degree certificate is to verified by respective departments.
- After verification final printing is to be proceed.

#### 22.5 List out In Present and In Absentia Students

- Once Degree Certificates are received from service provider. It should be separated in categories of students who have applied in Present and in Absentia.
- Same has to send to student section, so it will be scanned for our records.
- Students who have applied in Present are to be arrange department wise and enrollment no wise.

#### 22.6 Convocation Day

- On convocation day present students' registration is to take care by respective departments.
- Final present student details is provided to exam section and final present list will be prepared and same will be provided to Heads and Deans on stage.
- Only present students degree certificates are to arrange on stage according sequence finalize in convocation guidelines.
- Once Degrees are announced, after completion of convocation student section staff and respective departments will coordinate distribution of degree certificates.

#### 22.7 Post Degree Certificates of In Absentia Students

- For students who have applied in Absentia and who were not able to present on Convocation Day; exam section will proceed REG.AD.POST on the address provided during convocation registration process.
- If any students has not registered/not paid fees: such certificates are handover to student section. So whenever students come for degree in future it will be issued after collecting requisite fees.

## 23.0 Other Services


### 23.1 Issue of various certificates

- After completion or during study students required various certificates.
- For that student are required to fill application at student section and pay requisite fees.
- Student section will forward application to concern department and documents are to be issued.
- Exam Section can generate various reports from  
Login-Report-MU Result Analysis- select reports as required

**Provisional Mark Sheet-** select MU Result and select semester and enter GR No.

If student required mark sheet after result of one semester or before final printing.

This is to be signed and stamped by COE/Registrar.


 Mu Student Result Analysis

**Semester**
**Gr No**

SEM 2 
102525

---

1 of 1
Select a format


**Marwadi**  
University

Established by : Gujarat Private University Act : 9/2016  
Rajkot-Morbi Highway, Rajkot-360003. Gujarat.

### Statement of Grades


<b>Student Name :</b>	KHUSHI DIVYESH DALAL	<b>GR. No. :</b>	102525	
<b>Course Name :</b>	B.B.A.			
<b>College :</b>	MARWADI UNIVERSITY - FACULTY OF LIBERAL STUDIES - SHIFT 1			
<b>Enrollment No :</b>	91700424253	<b>Examination Centre</b> Marwadi University		
Subject Code	Subject Name	Credit	Grade	Passing Year
<b>Semester - 1</b>				
04CR0101	CAREER READINESS PROGRAMME	2	B	Dec-2017
04LS1102	PRINCIPLES OF MANAGEMENT	4	C	Dec-2017
04LS1103	MICRO ECONOMICS	4	C	Dec-2017
04LS1104	BUSINESS ORGANIZATIONS & STRUCTURES	4	B	Apr-2018
04LS1105	FUNDAMENTALS OF ACCOUNTING	4	C	Apr-2019
04LS1107	COMPUTER ESSENTIALS	4	C	Apr-2018
04SL0103	SPEAKING & PRESENTATION SKILLS	2	B	Dec-2017

**Trail/ Backlog Certificate-** select MU Trail Certificate/Transcripts-

Select Trial & Enter GR No.

Certificate of student with exam appeared details will be generated.

Need to print out and to be signed & stamped by COE/Registrar.

 Mu All Result Student Wise

Trial / Transcripts

---

1 of 2
Select a format

**MU/BACKLOG-ATTEMPT/2020** **Date : 08-Feb-2020**

**TO WHOM IT MAY CONCERN**

This is to certify that **DWIJA JANI (Enrl. No. 91600425095 & Gr. No. 101229)** student of

**BACHELOR OF BUSINESS ADMINISTRATION (HONS.)** at **FACULTY OF LIBERAL**

**STUDIES** has passed this course in Dec-2019.

The details of number of attempts taken to pass each semester is mentioned below:

Semester	No. of Attempts	Last Exam Passing Year
1	3	Dec-2017
2	6	Dec-2019
3	3	Oct-2018
4	2	Oct-2018
5	2	Apr-2019
6	1	Apr-2019

**Transcripts -** select MU Trail Certificate/Transcripts

Select Transcripts & Enter GR No.

If pass out student then already generated transcript will be display, print on Transcript format.


If current studying student then transcript will generate as on date student's result.

Need to print out and to be signed & stamped by COE/Registrar.



Trial / Transcripts  Gr No  [View Report](#)

1 of 1  [Export](#)

TRANSCRIPT for BACHELOR OF BUSINESS ADMINISTRATION (HONS.)							
ENROL NO : 91600425095				NAME : DWLIJA JANI			
COLLEGE / DEPARTMENT : FACULTY OF LIBERAL STUDIES							
ADMISSION YEAR : 1617				GR NO : 101229			
							
Sub.Code	Subject Name	CR	GR	Sub.Code	Subject Name	CR	GR
Semester : 1		SGPA : 6.00		Credits : 24		Year : Dec-2017	
04LS0101	COMMUNICATION SKILLS-I	4	B	04LS0102	PRINCIPLES OF MANAGEMENT	4	B
04LS0103	MICRO ECONOMICS	4	B+	04LS0104	BUSINESS ORGANIZATIONS & STRUCTURES	4	B
04LS0105	FUNDAMENTALS OF ACCOUNTING	4	B	04LS0106	BUSINESS MATHEMATICS	4	C
Semester : 2		SGPA : 6.40		Credits : 30		Year : Dec-2019	
04LS0201	COMMUNICATION SKILLS-II	4	B+	04LS0202	COST ACCOUNTING	4	B
04LS0203	MACRO ECONOMICS	4	B+	04LS0204	ORGANIZATIONAL BEHAVIOUR	4	B
04LS0205	STATISTICS IN BUSINESS	4	B	04LS0206	E-COMMERCE	4	B
04LS0210	CAREER READINESS PROGRAM	2	A	04LS0211	TALLY 9.0	4	B
Semester : 3		SGPA : 5.72		Credits : 29		Year : Oct-2018	
04BB0301	MARKETING MANAGEMENT	4	B	04BB0302	HUMAN RESOURCE MANAGEMENT	4	B
04BB0303	BUSINESS ENVIRONMENT	4	B	04BB0304	RESEARCH METHODOLOGY	4	D
04BB0305	FINANCIAL MANAGEMENT	4	C	04BB0306	BUSINESS LAWS	4	B
04BB0307	FUNDAMENTALS OF DIGITAL MARKETING	2	C	04BH0301	ADVANCE EXCEL	3	A
Semester : 4		SGPA : 5.52		Credits : 29		Year : Oct-2018	
04BB0401	PRODUCTION & OPERATIONS MANAGEMENT	4	C	04BB0402	MANAGEMENT INFORMATION SYSTEM	4	C
04BB0403	INCOME TAX – LAW AND PRACTICE	4	B	04BB0404	INDIAN FINANCIAL SYSTEM	4	C
04BB0405	ENTREPRENEURSHIP	4	C	04BB0406	MANAGEMENT OF SERVICES	4	B
04BB0407	BASICS OF FRENCH LANGUAGE	2	B+	04BH0401	LOGISTICS MANAGEMENT	3	B
Semester : 5		SGPA : 6.68		Credits : 31		Year : Apr-2019	
04BB0501	OPERATIONS RESEARCH	4	B	04BB0502	STRATEGIC MANAGEMENT	4	B
04BB0503	PROJECT MANAGEMENT	4	B	04BB0504	BRAND INDIA : FROM LOCAL TO GLOBAL	2	A
04BB0506	INTERNSHIP	4	A	04BB0509	CONSUMER BEHAVIOUR	4	B
04BB0510	RETAIL MARKETING	4	B+	04BH0502	SALES & MARKETING	3	B+
04CR0501	CAREER READINESS PROGRAM	2	B+				

- Following certificate are no need to provide separately as details are already mentioned in either Mark Sheet or Transcript  
CGPA to Percentage Conversion and class obtained  
Medium Instructions- ENGLISH

### 23.2 Attestation of various documents

- If students is applying for further study or joining any organization and request comes from student/organization for verification/attestation of documents
- Mark Sheet/Degree/Transcript or etc certificates issued  
Student section can directly verify it with our scanned database and authenticate it.
- Teaching Scheme/Syllabus  
Student section can download it online on the basis of subject mentioned in student mark sheet/transcript.  
Detailed syllabus/teaching scheme can be verified with the help of respective department Head and registrar office personal handling syllabus/bos files.

### 23.3 Fees for Documents

- At present following fees are to charge from students for various documents:
- Issue time mentioned is indicative, most of documents are to be issued on same day (except those which are printing outside)
- Charges for Issue of documents:

Details	Document/Fees	Instructions
Transcript	Rs.200/- first copy & Rs.50/- for each extra copy	Will be issued within 5 working days
Trail/Backlog Certificate	Rs.50/-	
Migration Certificate	Rs.100/-	
Duplicate Prov. Degree Certificate	Rs.100/- for each Student Affidavit on Rs.20 Stamp paper with reason required	Will be issued within 30 working days
Duplicate Grade Card of Sem./Year		
Duplicate Degree Certificate		

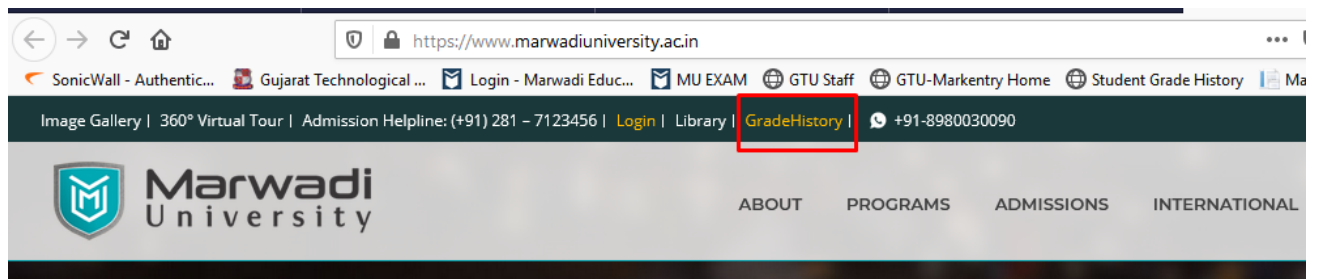
- Charges for Attestation/Verification of Documents

Details	Fees	Document to be enclose/ Instructions
Grade Card/ Mark Sheet/ Transcript	Rs.50/- per copy	Enclose required no. of photo copies of document to be attested.  Issued within 5 working days
Provisional Certificate	Rs.100/- per copy	
Degree Certificate	Rs.200/- per copy	
Teaching Scheme	Rs.100/- per copy (all semesters)	
Detailed Syllabus	Rs.200/- per copy (all semesters)	

## 24.0 Reports/Modules

### 24.1 Student result verification open for all

- If any organization/student/person wants to verify student result, it can be checked online on Marwadi University website- Grade History by entering student's enrollment number.  
<http://gradehistory.marwadiuniversity.ac.in/>



Roll/Enrollment No :

I'm not a robot

reCAPTCHA  
Privacy - Terms

[VIEW](#) [PRINT](#)

[SYSTEM OF EVALUATION](#)

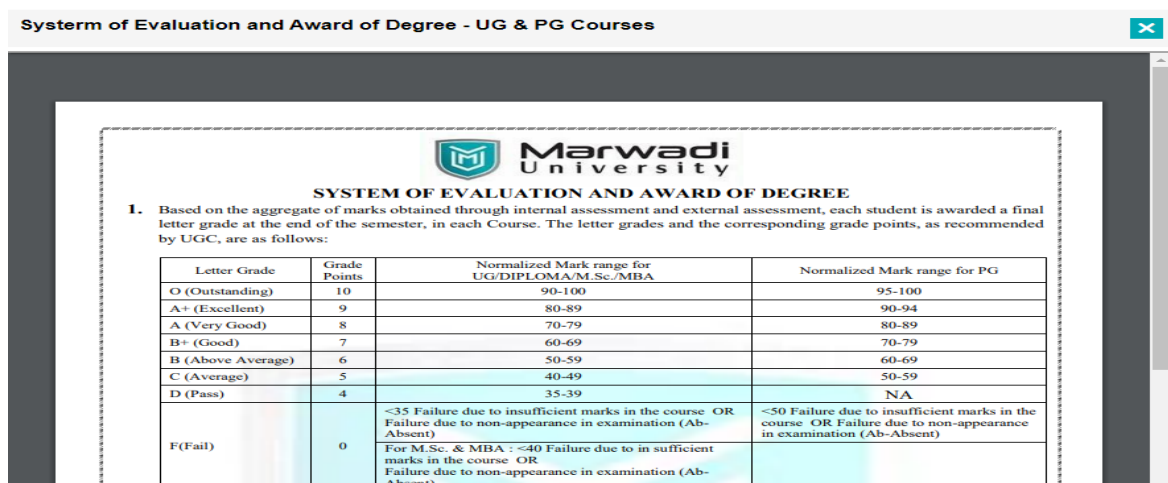
<b>Student Name :</b> KULDIP JITENDRABHAI RADIA	<b>Course Name :</b> BACHELOR OF BUSINESS ADMINISTRATION
<b>College :</b> FACULTY OF LIBERAL STUDIES	<b>Enrollment No :</b> 91800424014
<b>Examination Centre :</b> Marwadi University	<b>GR. No. :</b> 104058
<b>Last 4 Sem CGPA :</b> 2.15	<b>CGPA :</b> 1.89
<b>Passing Year :</b>	

SEMESTER	SEM 1	SEM 2	SEM 3
BACKLOG	5	4	4

Subject Code	Subject Name	Credit	Grade	Passing Year
<b>SEMESTER 1</b>				
04CR1101	CAREER READINESS PROGRAMME	2	B+	Nov-2018
04LS1102	PRINCIPLES OF MANAGEMENT	4	F	
04LS1103	MICRO ECONOMICS	4	F	
04LS1104	BUSINESS ORGANIZATIONS & STRUCTURES	4	F	
04LS1105	FUNDAMENTALS OF ACCOUNTING	4	F	
04LS1107	COMPUTER ESSENTIALS	4	F	
04SL0103	SPEAKING & PRESENTATION SKILLS	2	B+	Nov-2018

- This report can be printed and system of evaluation is also visible for getting idea of Grade, SGPA/CGPA calculation and % obtained.

**System of Evaluation and Award of Degree - UG & PG Courses**



**Marwadi University**

**SYSTEM OF EVALUATION AND AWARD OF DEGREE**

1. Based on the aggregate of marks obtained through internal assessment and external assessment, each student is awarded a final letter grade at the end of the semester, in each Course. The letter grades and the corresponding grade points, as recommended by UGC, are as follows:

Letter Grade	Grade Points	Normalized Mark range for UG/DIPLOMA/M.Sc./MBA	Normalized Mark range for PG
O (Outstanding)	10	90-100	95-100
A+ (Excellent)	9	80-89	90-94
A (Very Good)	8	70-79	80-89
B+ (Good)	7	60-69	70-79
B (Above Average)	6	50-59	60-69
C (Average)	5	40-49	50-59
D (Pass)	4	35-39	NA
F (Fail)	0	<35 Failure due to insufficient marks in the course OR Failure due to non-appearance in examination (Ab-Absent) For M.Sc. & MBA : <40 Failure due to insufficient marks in the course OR Failure due to non-appearance in examination (Ab-Absent)	<50 Failure due to insufficient marks in the course OR Failure due to non-appearance in examination (Ab-Absent)

## 24.2 Faculty login reports


Various reports are available in faculty login

### - Result Analysis

Login- Report- MU Result Analysis- MU Student Result analysis- select course and exam details

In single excel file various reports are available like- Overall Result, Subject wise result, subject wise grade, pass/fail, subject wise top 10 students and course wise top 10 students.

Mu Student Result Analysis Close


Mu Student Result Analysis

Year	University	Department	Stream	Sem	Exam Type	Part
1920	MU	B.C.A.	B.C.A.	SEM 5	MU RESULT	Winter
<input type="button" value="View Report"/> <input type="button" value="CLEAR"/>						

1 of 12
Select a format
Export

**Subject - Grade Wise Student Count**


	A	A+	B	B+	C	D	F	O	S	Total
AJ ( 05BC0501 )	10	1	20	8	11	2	14	0	0	66
FON ( 05BC0502 )	8	8	21	17	9	0	3	0	0	66
OODAD ( 05BC0503 )	7	4	22	11	8	0	13	1	0	66
WADUP ( 05BC0504 )	9	6	15	12	12	0	12	0	0	66
L&IR ( 05BC0505 )	0	0	0	0	0	0	0	0	66	66
S&Y ( 05BC0506 )	0	0	0	0	0	0	0	0	66	66
OW-5 ( 05BC0507 )	23	18	7	8	3	0	1	6	0	66
<b>Total</b>										<b>462</b>

### - Stream wise Student Result

Login- Report- MU Result Analysis- MU Result Declared Stream wise- select course and exam details

Faculty can find all students all subject wise grade, pass/fail details. (Export in excel)

Mu Result Declared Stream Wise Close


Mu Student Result Declared Stream Wise

Year	University	Department	Stream	Sem	Exam Type	Part
1920	MU	COMPUTER SC	CYBER SECURITY A	SEM 1	MU RESULT	Winter
<input type="button" value="View Report"/> <input type="button" value="CLEAR"/>						

1 of 1
Select a format
Export

Student Info				( 05MS0104 ) L&IR						( 05MS0105 ) SY						
Student Name	Roll No	Stream	Sem	Class	Fail Reason	Grade	E	I	V	T	Fail Reason	Grade	E	I	V	T
DIVYESH UKABHAI BAMROTIYA	91900565002	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-
CHETAN SINGH PUROHIT	91900565007	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-
SPANDAN VIRENDRA DHOLAKIA	91900565006	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-
MILAN RAMESH GOPANI	91900565003	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-
KRUNALKUMAR JAYSUKHBHAI PATEL	91900565004	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-
MAULIK KASHYAPNATH UPADHYAY	91900565005	CYB SEC LAW	SEM-1	A		S	-	-	-	-		S	-	-	-	-

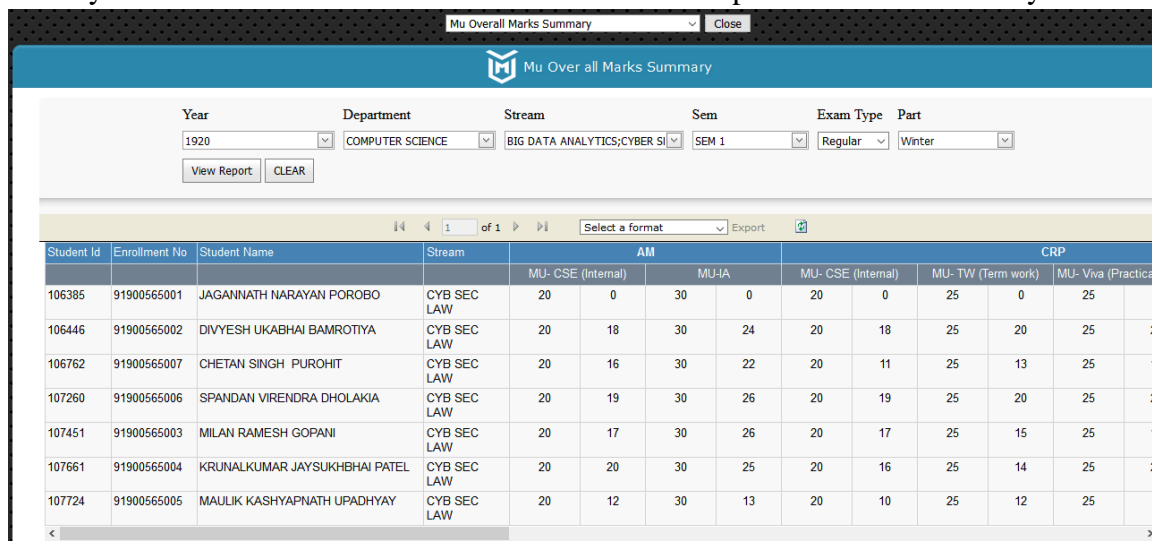
	5	83.33 %
	1	16.67 %
<b>Student</b>	<b>6</b>	

L&IR	05MS0104	0	False
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## - Marks summary

Login- Report- MU Result Analysis- MU overall marks summary- select course and exam details

Faculty member can check details of students mark except End Semester Theory Exam.

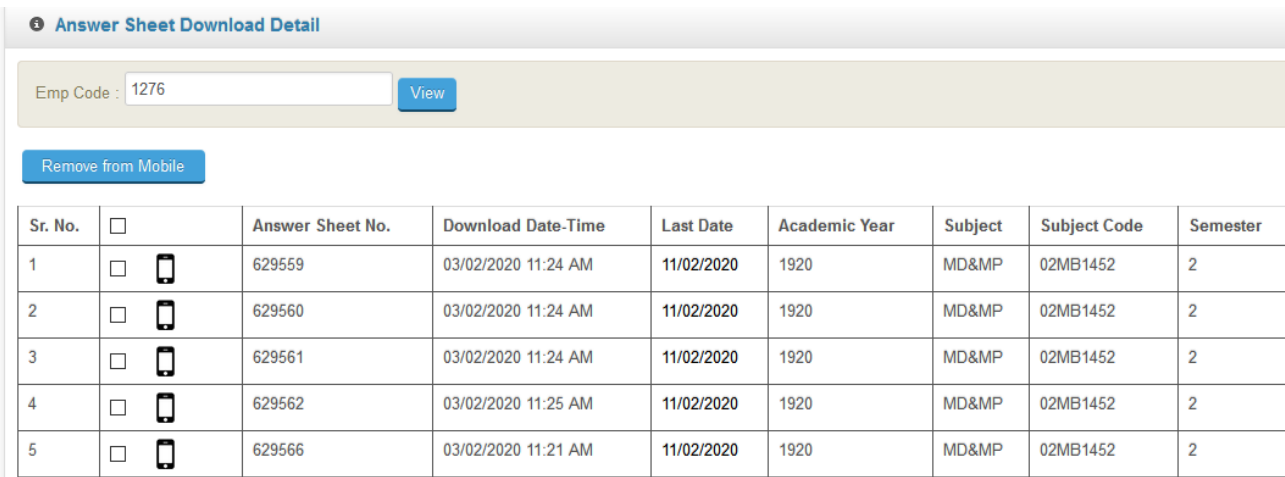


Student Id	Enrollment No	Student Name	Stream	AM				CRP					
				MU- CSE (Internal)		MU-IA		MU- CSE (Internal)		MU- TW (Term work)		MU- Viva (Practical)	
106385	91900565001	JAGANNATH NARAYAN POROBO	CYB SEC LAW	20	0	30	0	20	0	25	0	25	0
106446	91900565002	DIVYESH UKABHAI BAMROTIYA	CYB SEC LAW	20	18	30	24	20	18	25	20	25	2
106762	91900565007	CHETAN SINGH PUROHIT	CYB SEC LAW	20	16	30	22	20	11	25	13	25	1
107260	91900565006	SPANDAN VIRENDRA DHOLAKIA	CYB SEC LAW	20	19	30	26	20	19	25	20	25	2
107451	91900565003	MILAN RAMESH GOPANI	CYB SEC LAW	20	17	30	26	20	17	25	15	25	1
107661	91900565004	KRUNALKUMAR JAYSUKHEBHAI PATEL	CYB SEC LAW	20	20	30	25	20	16	25	14	25	2
107724	91900565005	MAULIK KASHYAPNATH UPADHYAY	CYB SEC LAW	20	12	30	13	20	10	25	12	25	1

## - Mobile Answer sheet Report

Login- Report- Answer sheet marks (individual faculty can check his/her own report only)

Can check details of answer sheet downloaded and pending check. If there is any error in downloaded answer sheet/not proper downloaded then select than answer sheet and click on “Remove from Mobile”



Sr. No.	<input type="checkbox"/>	Answer Sheet No.	Download Date-Time	Last Date	Academic Year	Subject	Subject Code	Semester
1	<input type="checkbox"/>	629559	03/02/2020 11:24 AM	11/02/2020	1920	MD&MP	02MB1452	2
2	<input type="checkbox"/>	629560	03/02/2020 11:24 AM	11/02/2020	1920	MD&MP	02MB1452	2
3	<input type="checkbox"/>	629561	03/02/2020 11:24 AM	11/02/2020	1920	MD&MP	02MB1452	2
4	<input type="checkbox"/>	629562	03/02/2020 11:25 AM	11/02/2020	1920	MD&MP	02MB1452	2
5	<input type="checkbox"/>	629566	03/02/2020 11:21 AM	11/02/2020	1920	MD&MP	02MB1452	2

That answer sheet will be available in pc module or re-download option will be available in mobile.

## - Assessment and Question Paper Uploaded Report


Year wise Question Paper Uploaded and assessment report.

Login- Report- Que. Paper/Answer sheet Report ((individual faculty can check his/her own report only)

HOD can check details of their reports.

**Answer Sheet Marks Detail....**

Academic Year:

Select a format:   

MR. KIRANKUMAR KHIMJIBHAI RATHOD									
Academic Year 08	Semester	Exam Type	Part Name	Subject Code	Subject	Total Que. Paper Alloted	Total Que. Paper Uploaded	Total Answer Sheet Alloted	Total Answersheet Checked
1920	2	MU FINAL EXAM - REMEDIAL	Winter	09CI0201	APPLIED MECHANICS	1	1	0	0
1920	2	MU FINAL EXAM - REMEDIAL	Winter	09EE0201	AC CIRCUIT	1	1	0	0
1920	2	MU FINAL EXAM - REMEDIAL	Winter	09MA0201	MATHEMATICS-II	1	1	0	0
1920	3	MU FINAL EXAM - REMEDIAL	Winter	09CE0301	OBJECT ORIENTED PROGRAMMING WITH C++	1	1	0	0
1920	3	MU FINAL EXAM - REMEDIAL	Winter	09CE0302	DATABASE MANAGEMENT SYSTEM	1	1	0	0
1920	3	MU FINAL EXAM - REMEDIAL	Winter	09CE0303	DATA STRUCTURE	1	1	0	0
1920	3	MU FINAL EXAM - REMEDIAL	Winter	09CI0301	HYDRAULICS	1	1	0	0
1920	3	MU FINAL EXAM - REMEDIAL	Winter	09CI0302	MECHANICS OF STRUCTURE-1	1	1	0	0

## - Previous Year Question Paper

Login-Academic- Previous Year Question Paper

Institute and Year wise question paper display:

1819 - Winter
1819 - Summer
1718 - Winter
1718 - Summer
1617 - Winter
1617 - Summer

## 1819 - Winter

MU - FACULTY OF TECHNOLOGY
FACULTY OF SCIENCE
MU - FACULTY OF BUSINESS MANAGEMENT
MU - FACULTY OF LIBERAL STUDIES
MU - FACULTY OF COMPUTER APPLICATIONS
DIPLOMA STUDIES
FACULTY OF LAW
MEFGI - FACULTY OF PHARMACY
FACULTY OF AGRICULTURE SCIENCE

## 24.3 Exam Section Login Reports

All reports which are open for faculty as per point 24.2 are available with exam section. In addition to that few reports are with exam section only.

### - Rubrics Planning Report

Login- Report- Rubrics Planning Report- Enter Course-Semester Details and Submit Summary of Rubrics planned by faculty members in that stream will be display

Year

Department

Stream

Semester

Enrollment No.

1 of 1 Select a format Export

#### Rubric Summary

Year	University	Stream	Sem	Class	Subject	Subject Code	T/L	First Marks Entry	Last Marks Entry	Emp Name
1920	MU	B.C.A.	2	A	EFW	05SL0152	T	03/02/2020	11/04/2020	DR. VIPUL RAJENDRABHAI SOLANKI
1920	MU	B.C.A.	2	A	ETM	05SL0153	T	13/01/2020	30/04/2020	MR. ASHOK PRAVINBHAI PANDYA
1920	MU	B.C.A.	2	A	CONM	05BC1201	T	26/12/2019	11/04/2020	MISS. KESHAVI PARESHKUMAR MEHTA
1920	MU	B.C.A.	2	A	SAD	05BC1202	T	26/12/2019	11/04/2020	MISS. HIRAL KUNJAVIHARIBHAI THAKAR
1920	MU	B.C.A.	2	A	PIC2	05BC1203	T	26/12/2019	11/04/2020	MR. JITESH PRAFULBHAI SOLANKI
1920	MU	B.C.A.	2	A	DBMS1	05BC1204	T	26/12/2019	11/04/2020	DR. JAYPALSINH ASHWINSINH GOHIL
1920	MU	B.C.A.	2	B	EFW	05SL0152	T	03/02/2020	11/04/2020	DR. VIPUL RAJENDRABHAI SOLANKI
1920	MU	B.C.A.	2	B	ETM	05SL0153	T	13/01/2020	30/04/2020	MR. ASHOK PRAVINBHAI PANDYA
1920	MU	B.C.A.	2	B	CONM	05BC1201	T	26/12/2019	11/04/2020	MISS. PAYAL HITESHBHAI GADHIYA
1920	MU	B.C.A.	2	B	SAD	05BC1202	T	26/12/2019	11/04/2020	DR. BRIJESH RAMNIKAL JAJAL
1920	MU	B.C.A.	2	B	PIC2	05BC1203	T	26/12/2019	11/04/2020	MISS. HIRAL KUNJAVIHARIBHAI THAKAR
1920	MU	B.C.A.	2	B	DBMS1	05BC1204	T	26/12/2019	11/04/2020	MR. AMIT MAHENDRASINH GOHEL

If entering Enrollment No of student and then submit; individual student's rubrics marks will be display subject wise and faculty wise.

Enrollment No.

1 of 1 Select a format Export

#### ics Marks

106482	Name SALONI PARESH HARIA						Enrollment No. 91900425015					
Stream	Academic Year	Semester	Class	Theory / Lab	From Date	To Date	Subject Code	Subject	Rubrics Name	Total Marks	Obtained Marks	Entered By
B.B.A. (HONS.)	1920	2	A	T	07/01/2020	25/01/2020	04LS0212	AS	Presentations	10.0	10.00	MISS. PRACHI BIPINBHAI GADHIYA

## - Admission Batch wise Result Report

Login- Report- Stream wise Result Data- Result Report- Select Admission Year and stream Summary of that batch will be display.

**Student Result Details**

Report Type:  Academic Year:  Stream:  Central Stream:

1 of 1

**Academic Year : 1920 Stream : SI-ELE-FOT1 (MU)**

GR. No.	Name	Course	Enroll No	Stream	Total Credit	Earned Grade Point	CGPA	Total Backlog	Year of Passing
108073	BEWKETU LIKNAW KEHALI	ENGINEERING	91900106001	SI-ELE-FOT1 (MU)	19	171	9.00	0	Jan-2020
108195	JOHN FRANK MADUGA	ENGINEERING	91900106002	SI-ELE-FOT1 (MU)	19	175	9.21	0	Jan-2020
108234	MHRET ALEMAYO HAILU	ENGINEERING	91900106003	SI-ELE-FOT1 (MU)	19	171	9.00	0	Jan-2020
108235	HAGOS LEMLEM SHIFARE	ENGINEERING	91900106004	SI-ELE-FOT1 (MU)	19	180	9.47	0	Jan-2020
108320	ASCHALEW ALEMNEH BOGALE	ENGINEERING	91900106005	SI-ELE-FOT1 (MU)	19	176	9.26	0	Jan-2020
108325	MULUALEM DERESO AYENA	ENGINEERING	91900106006	SI-ELE-FOT1 (MU)	19	175	9.21	0	Jan-2020
108417	NESRU ABBAGIDI ABBAMILKI	ENGINEERING	91900106007	SI-ELE-FOT1 (MU)	19	173	9.11	0	Jan-2020
108420	MOTUMA KEBEDE NUGUSE	ENGINEERING	91900106008	SI-ELE-FOT1 (MU)	19	182	9.58	0	Jan-2020
108493	SHUKO SINYANGWE	ENGINEERING	91900106009	SI-ELE-FOT1 (MU)	19	153	8.05	0	Jan-2020
108761	CHARLES KIPKEMOI	ENGINEERING	91900106010	SI-ELE-FOT1 (MU)	19	149	7.84	0	Jan-2020
108783	ISMAIL KIZITO	ENGINEERING	91900106011	SI-ELE-FOT1 (MU)	19	150	7.89	0	Jan-2020
108826	JEAN PIERRE BYIRINGIRO	ENGINEERING	91900106012	SI-ELE-FOT1 (MU)	19	140	7.37	0	Jan-2020
108837	JOSHUA SULEIMANI MAJINDO	ENGINEERING	91900106013	SI-ELE-FOT1 (MU)	19	154	8.11	0	Jan-2020
108863	ADDISU ACHAMYELEH TAREKEGN	ENGINEERING	91900106014	SI-ELE-FOT1 (MU)	19	153	8.05	0	Jan-2020

## - Student wise all exam Result Report

Login- Report- MU Result analysis- MU All Result Student wise- Enter GR NO and View

**MU All Result Student Wise**

Gr No:

24.4

1 of 2

GR	Roll No	Student Name	Course	Cancel Status	Suspend Status
100932	91600209046	VAISHALI RAMDEBHAI BARIYA	B.SC (MICRO)		

**MU RESULT - Winter - Dec-2016**

Sem	SGPA Credit	SGPA Grade Points	SGPA	RESULT	CGPA Credits	CGPA Grade Points	CGPA	Subject	Status	Fail Reason	Credits	CSE	1A	ESE	TW	Practical Viva	Total Marks	Ob/ Mu	
SEM-1	23	167	7.26	PASS	23	167	7.26	CHEM-I ( 02CY0101 )	P		5	18 / 20	22 / 30	38 / 50	25 / 25	23 / 25	150	1	
								Phy - 1 ( 02PY0131 )	P		4	13 / 20	16 / 30	19 / 50	16 / 25	20 / 25	150	8	
								Eng - 1 ( 02SL0101 )	P		4	18 / 20	21 / 30	27 / 50				100	6
								IM ( 02MB0101 )	P		5	15 / 20	23 / 30	35 / 50	16 / 25	18 / 25	150	1	
								BTM ( 02MB0102 )	P		5	14 / 20	14 / 30	18 / 50	18 / 25	20 / 25	150	8	


Student's all regular & remedial exam results details will be available.

## - Student Semester wise Mark sheet with marks

Login- Report- MU Result analysis- MU Result/Marks Student wise with marks- Enter Semester- GR NO and View



Student's semester wise marks will be available in mark sheet format.


**Marwadi University**  
Established by : Gujarat Private University Act : 9/2016  
Rajkot-Morbi Highway, Rajkot-360003, Gujarat.

### Statement of Grades

<b>Student Name :</b>	KHUSHI DIVYESH DALAL	<b>GR. No. :</b>	102525
<b>Course Name :</b>	B.B.A.		
<b>College :</b>	MARWADI UNIVERSITY - FACULTY OF LIBERAL STUDIES - SHIFT 1		
<b>Enrollment No. :</b>	91700424253	<b>Examination Centre</b>	Marwadi University


Subject Code	Subject Name	CSE		IA		ESE		TW		VIVA		Total Marks	Obt. Marks	Out of 100	Points	Credit	Grade	Passing Year
		Total	Obt.	Total	Obt.	Total	Obt.	Total	Obt.									
<b>Semester - 1</b>																		
04CR0101	CAREER READINESS PROGRAMME					50	26					50	26	52	6	2	B	Dec-2017
04LS1102	PRINCIPLES OF MANAGEMENT	20	15	30	12	50	21					100	48	48	5	4	C	Dec-2017
04LS1103	MICRO ECONOMICS	20	7	30	16	50	21					100	44	44	5	4	C	Dec-2017
04LS1104	BUSINESS ORGANIZATIONS & STRUCTURES	20	19	30	16	50	21					100	56	56	6	4	B	Apr-2018
04LS1105	FUNDAMENTALS OF ACCOUNTING	20	15	30	3	50	24					100	42	42	5	4	C	Apr-2019
04LS1107	COMPUTER ESSENTIALS	20	16	30	11	50	19					100	46	46	5	4	C	Apr-2018
04SL0103	SPEAKING & PRESENTATION SKILLS	20	8	30	12			25	10	25	20	100	50	50	6	2	B	Dec-2017
<b>Result :</b>	<b>SGPA : 5.33</b>	<b>120</b>	<b>80</b>	<b>180</b>	<b>70</b>	<b>300</b>	<b>132</b>	<b>25</b>	<b>10</b>	<b>25</b>	<b>20</b>	<b>650</b>	<b>312</b>	<b>338</b>		<b>24</b>	<b>PASS</b>	<b>Apr-2019</b>

As Marwadi University is following grade system; marks are not to be provided to students or elsewhere.

- **International Students Result Report (admission batch year)**

Login- Report- MU Result analysis- International Students Result Admission Year wise  
Select details as required: A common excel summary of all semester will be display

By click on “Download Result” pdfs of mark sheet for selected student can be downloaded.


**International Students Result Admissions Year Wise**

Year	University	Department	Stream	Country
1920	MU	B.Sc.	SI-B.SC.(MATH)	SUDAN;MAUR
<input type="button" value="View Report"/> <input type="button" value="CLEAR"/> <input type="button" value="Download Result"/>				

---

International Students Result Admissions Year Wise												Sem - 1		
Admission Year	Admission Quta	Country	GR. No.	Enroll No	Name	Course	Stream	Current Semester	Current Status	Credit	SGPA	Backlog	Year of Passing	
1920	SII - OPEN	ZAMBIA	108876	91900212012	EDDIE TEMBO	B.Sc.	SI-B.SC.(MATHS)	2		22	8.23	0	Dec-2019	
1920	SII - OPEN	ZAMBIA	108877	91900212013	MBOLOLWA LIKANDO	B.Sc.	SI-B.SC.(MATHS)	2		22	7.00	0	Dec-2019	

- **International Students Result Report (exam year)**

Login- Report- MU Result analysis- International Students Result Admission Year wise  
Select details as required: A common excel summary of students appeared in

Regular/Remedial Exam in that exam session will display.

Result data will display for particular selected semester only.

By click on “Download Result” pdfs of mark sheet for selected student can be downloaded.

International Students Result Exam Year Wise												
Year	University	Department	Stream	Sem	Part	Country						
1920	MU	B.Sc.	B.SC.(BIOCHE)	SEM 1	Winter	SUDAN;MAUR						
							<input type="button" value="View Report"/>	<input type="button" value="CLEAR"/>	<input type="button" value="Download Result"/>			
<div style="text-align: right;"> <input type="button" value="Export"/> </div>												
International Students Result Exam Year Wise												FINAL RESU
Admission Year	Admission Quota	Country Name	Gr No	Student Name	Roll No	Stream	Sem	Class	Exam Type	No. of Backlog	SGPA	Result
1920	Open-General	INDIA	106416	PRIYA RAMESHBHAI SOLANKI	91900209001	B.SC.(MICRO)	SEM-1	SA1	MU RESULT	0	7.91	PASS
1920	Open-General	INDIA	106422	ANUSHA ANAND CHAVADA	91900209002	B.SC.(MICRO)	SEM-1	SA1	MU RESULT	2	3.05	FAIL
1920	Open-General	INDIA	106436	HARDIK RAMDUTTI	91900212001	B.SC.(MATHS)	SEM-1	SD1	MU RESULT	0	8.32	PASS
1920	Open-General	INDIA	106464	TAPAN YASHVINBHAI MADHAK	91900211001	B.SC.(CHEM)	SEM-1	SC1	MU RESULT	0	6.57	PASS
1920	Open-General	INDIA	106479	NANDANI JAMANBHAI DUDHAGARA	91900209003	B.SC.(MICRO)	SEM-1	SA1	MU RESULT	3	2.14	FAIL
1920	Open-General	INDIA	106481	MONISH MAHAMADHANIF BADI	91900211002	B.SC.(CHEM)	SEM-1	SC1	MU RESULT	0	7.29	PASS
1920	Open-General	INDIA	106484	KHUSHI DIVYESHBHAI PARMAR	91900209004	B.SC.(MICRO)	SEM-1	SA1	MU RESULT	0	8.59	PASS
1920	Open-General	INDIA	106501	JAHNVIBA JAYDIPSINH ZALA	91900213001	B.SC.(PHYSICS)	SEM-1	SE1	MU RESULT	0	8.86	PASS
1920	Open-General	INDIA	106503	DEEP SHAILESHBHAI MUNDADIYA	91900211005	B.SC.(CHEM)	SEM-1	SC1	MU RESULT	4	0.76	FAIL
1920	Open-General	INDIA	106535	MEET RAMJIBHAI GHODASARA	91900213002	B.SC.(PHYSICS)	SEM-1	SE1	MU RESULT	0	7.59	PASS
1920	Open-General	INDIA	106538	NIDHIBEN SHAILESHBHAI GONDALIYA	91900209005	B.SC.(MICRO)	SEM-1	SA1	MU RESULT	4	0.55	FAIL
1920	Open-General	INDIA	106541	DARSHAN RAJESHBHAI KATRODIA	91900213003	B.SC.(PHYSICS)	SEM-1	SE1	MU RESULT	0	8.27	PASS

## 24.4 Document Upload Module

- Documents like UFM file and Faculty Negligence reports are scanned after completion of particular exam session is uploaded in login portal for exam section reference so in future it can be downloaded without finding in files.

Login- Academic- Document Upload- Select Employee/Student

Search Emp. Code/Student Enroll No., Enter Remarks: Details for document and upload it.

### User Wise Document Upload

**User**

Employee
  Student

Student 
 Document Type

Remark

**Upload Document**  
 No file chosen

**All Documents**

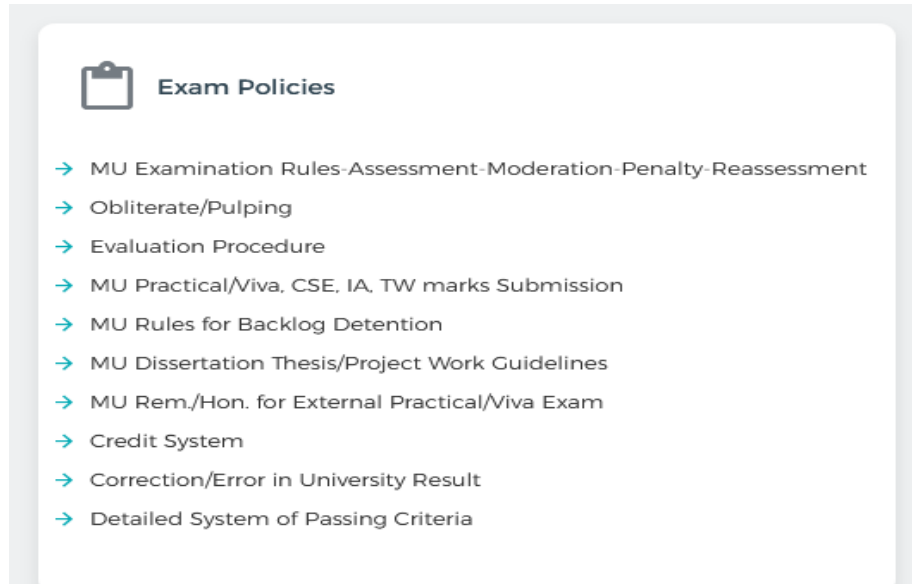
Documents	Remarks
←	

Documents previously uploaded for that student/emp. will be listed at same screen after entering enrollment no/emp. code.

## 24.5 Examination Rules/Guidelines

All common examination rules and guidelines are available in Employee Login as well as student login.

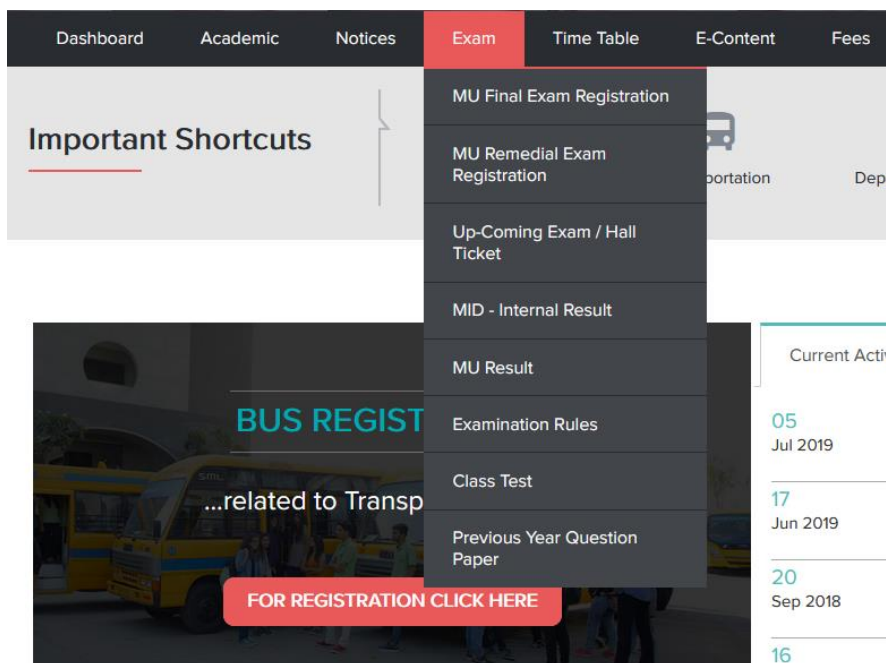
### Employee Login: Home Page- Exam Policies



The screenshot shows a section titled "Exam Policies" with a clipboard icon. Below the title is a list of links:

- MU Examination Rules-Assessment-Moderation-Penalty-Reassessment
- Obliterate/Pulping
- Evaluation Procedure
- MU Practical/Viva, CSE, IA, TW marks Submission
- MU Rules for Backlog Detention
- MU Dissertation Thesis/Project Work Guidelines
- MU Rem./Hon. for External Practical/Viva Exam
- Credit System
- Correction/Error in University Result
- Detailed System of Passing Criteria

### Student Login: Exam Menu-



The screenshot shows the "Exam" menu in a student login interface. The menu items are:

- MU Final Exam Registration
- MU Remedial Exam Registration
- Up-Coming Exam / Hall Ticket
- MID - Internal Result
- MU Result
- Examination Rules
- Class Test
- Previous Year Question Paper

Other visible elements include a navigation bar with "Dashboard", "Academic", "Notices", "Exam", "Time Table", "E-Content", and "Fees". A sidebar on the left shows "Important Shortcuts". A banner for "BUS REGISTRATION" is visible at the bottom, with a red button that says "FOR REGISTRATION CLICK HERE". A calendar on the right shows dates: 05 Jul 2019, 17 Jun 2019, 20 Sep 2018, and 16.

**Student Login:** Exam Menu- Examination Rules

[Dashboard](#) / [Examination Rules](#)

## Examination Rules

<a href="#">Examination Guidelines</a>
<a href="#">Detailed System of Passing Criteria</a>
<a href="#">MU Evaluation System Norms</a>
<a href="#">MU Reassessment Rules</a>
<a href="#">UFM Rules &amp; Penalty</a>
<a href="#">Back log Norms</a>
<a href="#">Obliterate/Pulping</a>
<a href="#">MU Dissertation Thesis/Project Work Guidelines</a>
<a href="#">Correction/Error in University Result</a>

### 24.6 Question Paper Verification

- Every year exam section is required to verify few questions papers randomly, whether it is prepared as per guidelines provided time to time or not.
- A committee is to be appointed by COE/Registrar/Provost.
- Followings are common guidelines to be checked
  - o Question Paper is as per Syllabus or not
  - o All units of Syllabus are covered or not
  - o Is Question paper is drawn as per Bloom's Taxonomy
  - o Level of Question Paper

- Question Bank given or not, if yes how much similarity from Question Bank in Question Paper
  - Comparison with previous year question paper- % similarity of questions repetition
- Recommended: Weight-age as per Bloom's Taxonomy

No.	Que. Level	% of weight-age		
		For Diploma	For UG First & Second Year	For UG 3 <sup>rd</sup> year onward & PG Course all Sem.
1	Remember/Knowledge	40	20	10
2	Understand	40	30	20
3	Apply	10	25	25
4	Analyze	10	15	25
5	Evaluate	--	10	10
6	Higher order Thinking	--	--	10

- Sampler format of Question Paper Verification:

**Question Paper Evaluation Committee Report**

Meeting Date:	Exam:
Course:	Semester:
Sub. & Code.	
<b>Committee Observation:</b>	
<b>Committee Proposed Decision:</b>	

Committee Member (Name & Signature)

1- \_\_\_\_\_ 2- \_\_\_\_\_

3- \_\_\_\_\_ 4- \_\_\_\_\_

- Examiners are to be informed by COE if there is any discrepancy found and instructed to correct in future and follow proper guidelines.

## 25 IEP/ University Transfer students

### 25.1 IEP (International Exchange Program)

- Students who were sent for study at a foreign university during a semester are considered under IEP.
- For such student's respective department head has to provide subject equivalency for Marwadi University subject & foreign university subject.
- After getting result of student from respective foreign university, exam section is required to declare result on the basis of grade received at equivalent subject from foreign university.
- If any subject is not covered/fail at foreign university; student is required to clear that subject at Marwadi University examination.

Sample for Department for submission of equivalency:

#### Credit Transfer for Exchange Program

Student Name & Enroll. No: Hindocha Drashti Jiteshbhai (Enroll No. 91700104084)  
 Course & Branch: Bachelor of Technology (Information Technology)  
 Exchange Program with: University of Pitesti, Romania

Above mentioned student has participated in student exchange program with University of Pitesti (UoP), Romania during his Semester 3 of Bachelor of Technology in Information Technology.

Following is the mapping of subject of Marwadi University with University of Pitesti as provided by respective department.

Marwadi University				University of Pitesti, Romania		
Sr. No.	Sub. Code	Subject Name	Credit	Sr. No.	Subject Name	Credit
1	01CE0401	Operating System	5	1	Operating System in LINUX	4
2	01CE0403	Object Oriented Programming with Java	5	2	Object Oriented Programming in Java	4
3	01CE0301	Data Structure	5	3	Data Structure	4
4	01CE1302	Database Management System	4	4	Introduction to Databases	3
5	01IT0401	Computer Network	5	5	Local Area Networks	4
6	-	-		6	English Language - I	3

Student's Transcript of Records (University of Pitesti, Romania) is attached herewith for reference. Remaining Subject's evaluation has been conducted at Marwadi University.

Student is exempted from following subjects in semester 4 at Marwadi University.

Marwadi University			
Sr. No.	Sub. Code	Subject Name	Credit
1	01CE0401	Operating System	5
2	01CE0403	Object Oriented Programming with Java	5
3	01IT0401	Computer Network	5

## 25.2 University Transfer students

- During semester/year if any students transferred from other university to Marwadi University:

Such student's details will be send to respective head by student section

- Respective department head has to provide subject equivalency for Marwadi University subject & other university subject, required subjects which are not covered and need to be cover at Marwadi University, student's previous result data.
- Copy of the same is to submit at student section/registrar office and exam section.
- After admission separate mapping is to be done by department for that particular student as per subject offered.

Sample for Department for submission of equivalency:

### Credit Transfer: Student from Other University

Below mentioned student has requested to get transfer to Marwadi University as per mentioned details below:

<b>Student Name &amp; Enrollment No.: (of MU)</b>		
<b>Transferred From University :</b>		
<b>Course &amp; Branch Name :</b>		<b>Semester of Admission:</b>

Following is the mapping of subject of Marwadi University semester wise with \_\_\_\_\_ student's previous university name\_\_\_\_\_.

Marwadi University				Previous University					Similarity % with MU subject	Is Exempted from MU- Yes or NO?
Semester__				Semester__						
Sr. No.	Sub. Code	Sub. Name	Credit	Sr. No.	Sub. Code	Sub. Name	Credit	Result Grade		

Student is Exempted from Following Subjects of Marwadi University: (dept. should not map this subject with student)

Sr. No.	Sub. Code	Sub. Name	Semester

Student is required to opt following subjects of Marwadi University: (dept. should map these subject with students in appearing semester)

Sr. No.	Sub. Code	Sub. Name	Appear Semester

**Student's Result of Previous University:** (attach semester wise marksheet copy along with this document attested by student, concern HOD & Dean/Principal)

Semester	Grade Points	Credit	SGPA/SPI	CPI/CGPA	Passing Month-Year

**HOD/ DEPT. COORDINATOR NAME & SIGNATURE:**

**DEAN/PRINCIPAL NAME & SIGNATURE:**

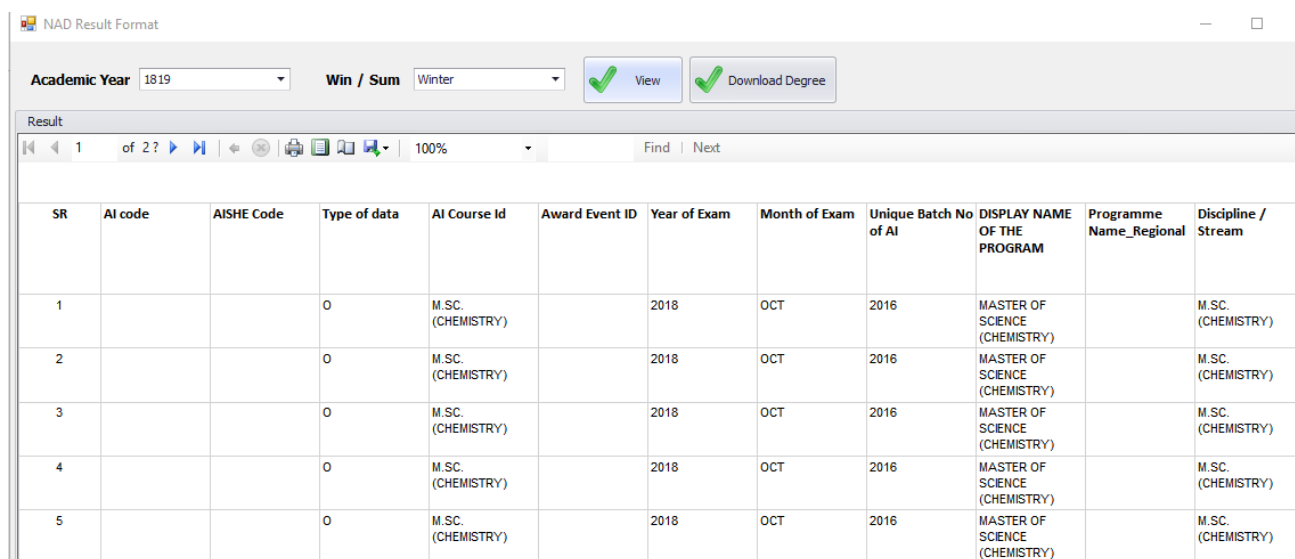


## 26 NAD portal

- National Academic Depository (NAD) is a National System set-up by Ministry of Human Resources Development and University Grants Commission to facilitate Academic Institutions to Digitally, Securely and quickly issue Online Academic Awards to the Students directly in their online NAD Account. The student can access certificate at any time and authorize employers, banks to view and verify the certificates. No more need to carry originals, submit attested photocopies, wait for verification of documents, NAD makes it online now.
- As per UGC norms, university has to upload student's result and degree certificate on NAD portal.
- Separate user IDs are provided for the same. University has to upload data in excel file/templates as per format provided by agency time to time. Verify digitally through their portal/software.
- Official email id to communicate with NSDL is [coe@marwadiuniversity.ac.in](mailto:coe@marwadiuniversity.ac.in) or registrar office/
- Controller of examination is a Nodal officer for the same.

We have created a module in workspace for NAD data. From which we can download year wise pass out students data in excel format which are matching with NAD portal criteria.

### Workspace- Result- NAD Result Format



SR	AI code	AISHE Code	Type of data	AI Course Id	Award Event ID	Year of Exam	Month of Exam	Unique Batch No of AI	DISPLAY NAME OF THE PROGRAM	Programme Name_Regional	Discipline / Stream
1			O	M.SC. (CHEMISTRY)		2018	OCT	2016	MASTER OF SCIENCE (CHEMISTRY)		M.SC. (CHEMISTRY)
2			O	M.SC. (CHEMISTRY)		2018	OCT	2016	MASTER OF SCIENCE (CHEMISTRY)		M.SC. (CHEMISTRY)
3			O	M.SC. (CHEMISTRY)		2018	OCT	2016	MASTER OF SCIENCE (CHEMISTRY)		M.SC. (CHEMISTRY)
4			O	M.SC. (CHEMISTRY)		2018	OCT	2016	MASTER OF SCIENCE (CHEMISTRY)		M.SC. (CHEMISTRY)
5			O	M.SC. (CHEMISTRY)		2018	OCT	2016	MASTER OF SCIENCE (CHEMISTRY)		M.SC. (CHEMISTRY)

That particular pass out student data will be display, scanned degree certificates can be download from click on “Download Degree”.

Enter Data as per NAD format and proceed. During process we may contact on helpline for any assistance.

## 27 Mobile Application for Online Exam

- Due to Covid-19 pandemic and guidelines of UGC, Govt. of Gujarat there is a need to develop application for online/take home examinations.
- A mobile application “MU Exam” developed by software team taking inputs from Exam Section.
- It can conduct MCQ as well as one liner/short answer exam.
- Link for Downloading Mobile Examination Application:

Android: <https://play.google.com/store/apps/details?id=com.mu.muexam>

iOS: <https://apps.apple.com/in/app/mu-exam/id1506383887>

- Video Link for Application Use Demo: <https://bit.ly/2CthD8x>
- Common guidelines shared with students for the same regarding how to use application.

### 27.1 MCQ/Short Answer Question Upload

- Same module for Subject Coordinator- ACADEMIC FILE

Academic File -> Course Mapping ->

**Course Mapping:**

Note: Subject Co-ordinator inputs are based on meeting with subject faculty and prior concern with HOD.

Sr.No.	Central Stream	Semester	Subject	Academic Year	Question	Exam Module Weightage	MCQ Question	Objectives	OutComes	Justifi
1 )	COMPUTER ENGINEERING	SEM 5	MICROPROCESSOR AND INTERFACING ( 2150707 )	1819						

**Add Question in Subject LITERARY ( LTR ) for sem 1**

Exam Type: MID SEMESTER EXAM-I      Question Type: MCQ (60sec)      
Upload Excel File
View Questions

Question : MID SEMESTER EXAM-I

**B I U** MID SEMESTER EXAM-II MU FINAL EXAM MU FINAL EXAM - REMEDIAL

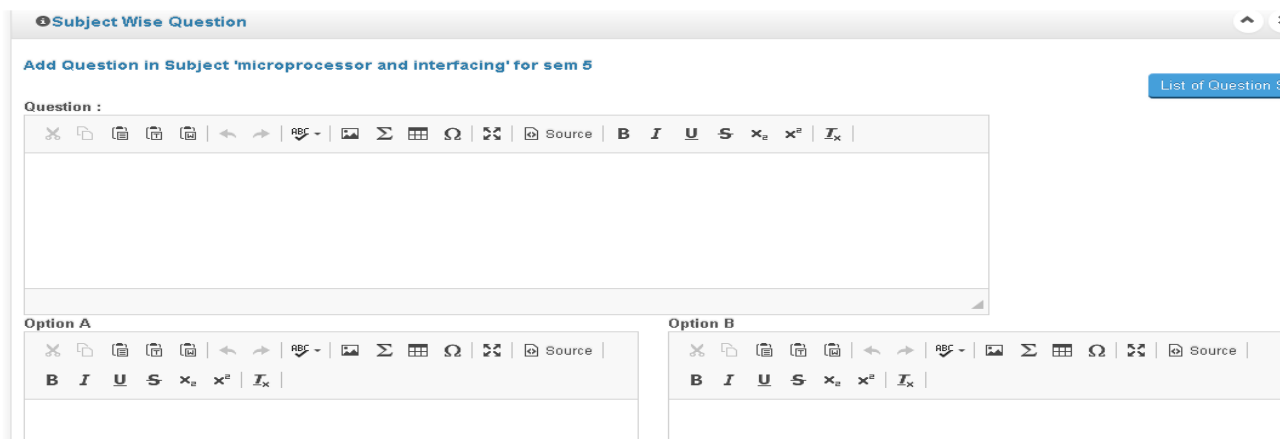
Option A :       Option B :

There are two option

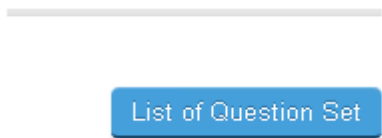
1.) From Excel File



2.) One by One Question upload for diagram-based questions. (Do not use Equation feature ..for equation also upload screenshot)



3.) View of uploaded questions



Assessment of Short Answer Questions:

Exam Section shall send assessment order after completion of exam:

Online Exam Assessment E-Mail

Date Of Exam




Sr.	Date Of Exam	Department	Subject Code	Subject	Semester	Exam Type	Faculty
1	30/11/2020	ARCHITECTURE	AC 406	HUM-IV	4	MU FINAL EXAM - REMEDIAL	
2	30/11/2020	ARCHITECTURE	AC 603	BM&C-VI	6	MU FINAL EXAM - REMEDIAL	
3	30/11/2020	B.B.A.	04LS0202	CA	2	MU FINAL EXAM - REMEDIAL	

Faculty member can assess it from their respective employee login:

### Descriptive Answer Verify

Date Of Exam & Subject

25/06/2020; 10LM0301; S & S

[VIEW QUESTIONS](#)

Date Of Exam & Subject

25/06/2020; 10LM0301; S & S

[VIEW QUESTIONS](#)

Sr.	Question	Action
1	What Is Fine?	<a href="#">VIEW ANSWERS</a>
2	What Is Commutation of sentence of death?	<a href="#">VIEW ANSWERS</a>

### Answer

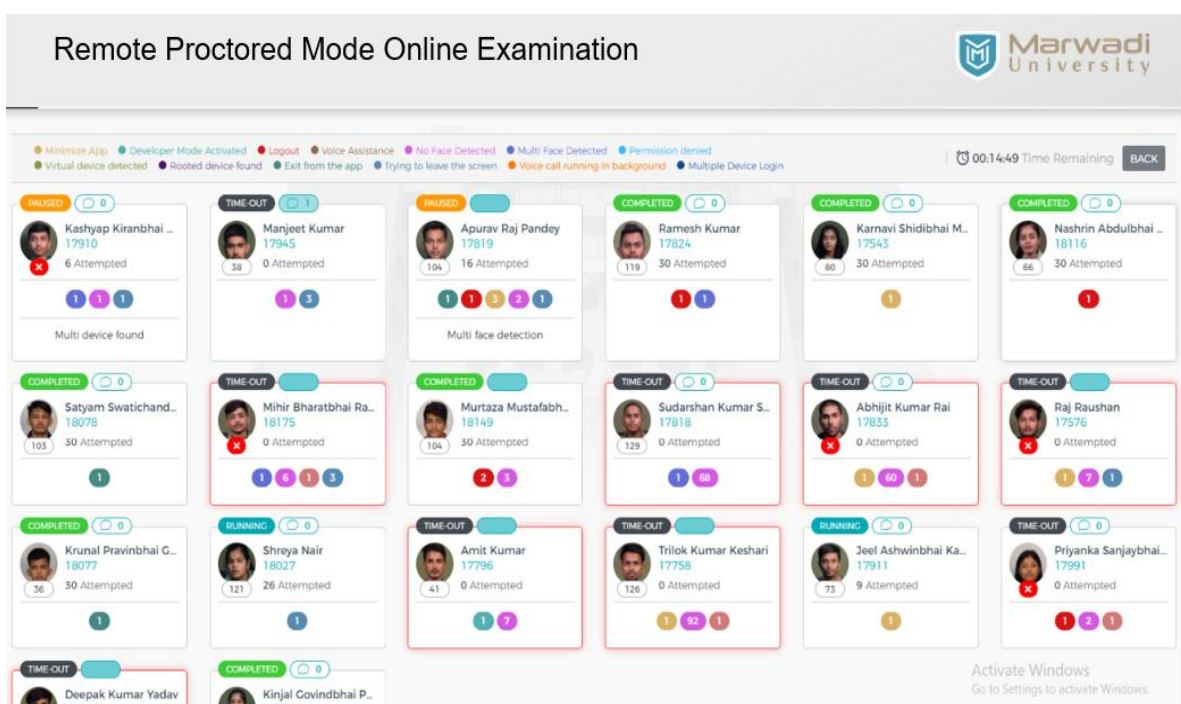
Sr.	Answer	Marks
1	Fine is a punishment to take sum of amount from the offender	<a href="#">1</a> <a href="#">0.5</a> <a href="#">0</a>
2	Is good health and happy and comfortable	<a href="#">1</a> <a href="#">0.5</a> <a href="#">0</a>
3	A fine is money that a court of law pr other authorities decide has to be paid as punishment fpr crime or other offences	<a href="#">1</a> <a href="#">0.5</a> <a href="#">0</a>

## 27.2 Guidelines for Students

### Guidelines for Online Examination

- Regular Exam form entire registration process is required to complete as instructed.
- Link for Downloading Mobile Examination Application:
  - a. Android: <https://play.google.com/store/apps/details?id=com.mu.muexam>
  - b. iOS: <https://apps.apple.com/in/app/mu-exam/id1506383887>
- Video Link for Application Use Demo: <https://bit.ly/2CthD8x>
- Developer Option of device should be OFF before starting of app.
- Access should be granted to all application/permission asked at the time of starting of app/exam.
- Students are advised to check exam schedule well in advance from **student login portal-exam-up-coming exam.**
- Students are informed to login (with enrollment number) in exam application at least 15 minutes before starting of exam time. So, if there is any login issue/forgot password, you can solve this by click on forgot password on student login page.
- Read rules/instructions carefully after login, give confirmation and go to next page.
- **Click on Start Exam as per time mentioned. This button will remain activate during mentioned time duration only.**
- Online examination shall be a composition of MCQs (1 min per Question) and Short/one line answer Questions (2 mins per question)
- During exam students are under surveillance. Do not involve/try to attempt any malpractices or suspicious activities
- **Question answered or skipped once cannot be repeat again. Be careful before answering or skipping Question.**
- **Retake of the exam/Re-Answer of question is not permissible once time is over.**
- Application can work with a single device only. Change of device is not permissible during exam.
- Followings may lead to exam violation:
  - Changing of Device Data/network/state/mode during exam
  - Application minimizes during exam
  - Any suspicious activity found during exam or in application.
- You may find exam time less/vary than display according to your device network connectivity.
- **You may rejoin in app during exam time (if disconnected due to network) and not completed exam. You will not lose questions.**
- The candidate must be following all the rules and regulation of examination and University decision shall be final in any matters.
- Students may contact for online examination on below helpline nos. during exam time.
  - 1) , 2), 3)

Marwadi University



**Remote Proctored Mode Online Examination**

Marwadi University

00:14:49 Time Remaining **BACK**

Student Name	Enrollment No.	Attempts	Status	Reason
Kashyap Kiranbhai ..	17910	6 Attempted	RAISED	Multi device found
Manjeet Kumar	17945	0 Attempted	TIME-OUT	
Apurav Raj Pandey	17819	16 Attempted	RAISED	Multi face detection
Ramesh Kumar	17824	30 Attempted	COMPLETED	
Karnavi Shidibhai M..	17545	30 Attempted	COMPLETED	
Nashrin Abdulbhai ..	18116	30 Attempted	COMPLETED	
Satyam Swatchand..	18078	30 Attempted	COMPLETED	
Mihir Bharatbhai Ra..	18175	0 Attempted	TIME-OUT	
Murtaza Mustafabh..	18149	30 Attempted	COMPLETED	
Sudarshan Kumar S..	17818	0 Attempted	TIME-OUT	
Abhijit Kumar Rai	17835	0 Attempted	TIME-OUT	
Raj Raushan	17876	0 Attempted	TIME-OUT	
Krunal Pravinbhai G..	18077	30 Attempted	COMPLETED	
Shroya Nair	18027	26 Attempted	RUNNING	
Amit Kumar	17796	41 Attempted	TIME-OUT	
Trilok Kumar Keshari	17758	0 Attempted	TIME-OUT	
Jeel Ashwinbhai Ka..	17911	9 Attempted	RUNNING	
Priyanka Sanjaybhai..	17991	0 Attempted	TIME-OUT	
Deepak Kumar Yadav	17756	0 Attempted	TIME-OUT	
Kinjal Govindbhai P..	18045	0 Attempted	COMPLETED	

Activate Windows  
Go to Settings to activate Windows.