

KANNUR UNIVERSITY

INTERNAL MARK ENTRY SYSTEM FOR B. Ed.

(Guidelines)

User Accounts

There are two types of users Principal and Teacher

1) Principal

After logging in using the user name and password of Principal , Principal can add new teacher accounts . Principal can verify/edit the marks entered by the teacher and can take the printout , which shall be sent to the Controller of Examinations..

2) Teacher.

Teacher account is to be created by the Principal concerned. After logging in using the user name and password of the teacher, teacher can enter (can edit if necessary) the internal marks . Editing will not be possible by the teacher once the internal marks are verified by the Principal.

Internal Mark Entry

1. Login using the user id and password.
2. Select Programme
3. Select Course.
4. Before entering internal marks, it should be ensured by the Principal that the internal marks are awarded and finalised as per regulation.
5. Enter internal marks by the Teacher
6. Verify the internal marks by the Principal.
7. Take printout of the online internal mark

The printout of the online internal mark signed by the teacher concerned and the Principal need be sent to the University. (At this stage , signature of the students is not mandatory)

The printout of the online internal mark after obtaining the signature of the students concerned , signed by the Teacher concerned and Principal , along with all the records connected with the award of internal marks as per regulations shall be kept in the college/centre and shall be made available to the Controller of Examinations for verification as and when required.

Steps

I. Login

INTERNAL MARK ENTRY SYSTEM for IV SEM	
Login Here	
UserName :	<input type="text"/>
Password :	<input type="password"/>
	<input type="button" value="Login"/> Forgot Password
Lastdate :	

2. Enter the user name and password of the user concerned (Principal / Teacher) .
3. Principal can add new teacher accounts after logging on using Principal's user id and password.
4. Teacher can enter internal marks after logging on using user id and password.

II. INTERNAL MARK ENTRY

Log on to software using username and password of the teacher
Select the programme and click submit button.

Programs	Profile	Change pasword	Add Teacher	Users	Logout
Select Program	<input type="button" value="SUBMIT"/>	<ul style="list-style-type: none">B.Ed.(Physical Science) ▾B.Ed.(English)B.Ed.(Physical Science)B.Ed.(Social Science)B.Ed.(Mathematics)			

The System will show the courses (papers) of the programme

Select the course (paper) for which you want to enter the internal marks and click
SUBMIT

[Programs](#)
[Profile](#)
[Change password](#)
[Add Teacher](#)
[Users](#)
[Logout](#)

PROGRAMME: B.Ed.(Physical Science)
EXAM: IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018
CENTER: JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR

Select Paper

- BEDE401.2 Health and Physical Education
- BEDE401.2 Health and Physical Education
- BEDC403 Creating an Inclusive School**
- BEDC402 Knowledge and Curriculum-Part II
- EPC04 Understanding the Self

You will get an internal mark entry page as shown below.

[Programs](#)
[Profile](#)
[Change password](#)
[Add Teacher](#)
[Users](#)
[Logout](#)

CENTER: JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR
PROGRAMME: B.Ed.(Physical Science)
EXAM: IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018
SUBJECT: BEDC403 Creating an Inclusive School

Sl No	Register No	Name	Mark Entry
1	JB16EDPS01	DOMINIC SAVIO JOSEPH	addmark
2	JB16EDPS02	SUDEEP R NAMBIAR	addmark
3	JB16EDPS03	ANUSREE K B	addmark
4	JB16EDPS04	ASHA K	addmark

Click on the link “**addmarks**”, then you will get another window for adding internal marks of that particular student.

Enter the marks against the **Register Number** of the student with utmost care. Enter 'A' for Absent. (Ensure that the semester , programme and course are correct.)

Programs	Profile	Change pasword	Add Teacher	Users	Logout
CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR PROGRAMME:B.Ed.(Physical Science) EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018 SUBJECT: BEDC403 Creating an Inclusive School					
Regno	JB16EDPS01				
Total IA Mark (10)	<input type="text"/>	A : Absent			
					Submit

Click **SUBMIT** button to save the marks entered.

Then following window appears with the message "**Internal Marks Entered Successfully**"

Programs	Profile	Change pasword	Add Teacher	Users	Logout
CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR PROGRAMME:B.Ed.(Physical Science) EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018 SUBJECT: BEDC403 Creating an Inclusive School					
Sl No	Register No	Name	Mark Entry		
Internal Marks Already entered (Not Verified By Principal/Director)					
VIEW					

Click on View button to preview the C E. marks entered by the teacher and can edit the marks entered, if required.

Sample Screen Shot

Programs	Profile	Change pasword	Add Teacher	Users	Logout	L
CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR						
PROGRAMME: B.Ed.(Physical Science)						
EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018						
SUBJECT: BEDC403 Creating an Inclusive School						
Sl No	Register No	Name	Total Mark in Rounded(0.0-10)	Edit		
1	JB16EDPS01	DOMINIC SAVIO JOSEPH	5	edit		
2	JB16EDPS02	SUDEEP R NAMBIAR	5	edit		

Edit internal Mark Entries

(**Internal marks can be edited by the teacher concerned until it is verified by the Principal.**)

For editing logon to the software. Select Programme and Course. Click View Button, it will display the internal marks and you can use the edit button to edit the marks. After editing is complete click proceed button and you can preview the marks entered.

V. INTERNAL MARK VERIFICATION (By Principal Only)

Internal marks entered by teachers should be verified by the Principal. For this,

Log on to software using username and password of the **Principal** .

Select the Programme.

Select the course

It will display following screen

[Programs](#)
[Profile](#)
[Change password](#)
[Add Teacher](#)
[Users](#)
[Logout](#)

CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR
PROGRAMME:B.Ed.(Physical Science)
EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018
SUBJECT: BEDC403 Creating an Inclusive School

SI No	Register No	Name	Mark Entry
-------	-------------	------	------------

Internal Marks Already entered (Not Verified By Principal/Director)

[VIEW](#)

Click [VIEW](#) button . It will display the following screen.

Sample Screen Shot

[Programs](#)
[Profile](#)
[Change password](#)
[Add Teacher](#)
[Users](#)
[Logout](#)

Logged as

CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR
PROGRAMME: B.Ed.(Physical Science)
EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018
SUBJECT: BEDC403 Creating an Inclusive School

SI No	Register No	Name	Total Mark in Rounded(0.0-10)	Edit	Verify
1	JB16EDPS01	DOMINIC SAVIO JOSEPH	5	edit	<input checked="" type="checkbox"/>
2	JB16EDPS02	SUDEEP R NAMBIAR	5	edit	<input checked="" type="checkbox"/>
3	JB16EDPS03	ANUSREE K B	5	edit	<input checked="" type="checkbox"/>

17	JB16EDPS17	SRUTHI V K V	5	edit	<input checked="" type="checkbox"/>
18	JB16EDPS18	VEENA N V	4	edit	<input checked="" type="checkbox"/>
19	JB16EDPS19	YASMIN P V	6	edit	<input checked="" type="checkbox"/>

Edit mark, if necessary by clicking [edit](#)

Check the checkbox of each student in the last column (Verify)

After verifying the mark of each student, click the submit button to finalize the process .

Internal Marks can not be edited once it is verified by the Principal.

After SUBMIT the following windows appears.

Sample Screen Shot

Programs Profile Change pasword Add Teacher Users Logout

Logged as:

CENTER:JAYBEES TRAINING COLLEGE OF B Ed KUTTOOR

PROGRAMME:B.Ed.(Physical Science)

EXAM:IV SEMESTER B.Ed PHYSICAL SCIENCE DEGREE EXAMINATION APRIL 2018

SUBJECT: BEDC403 Creating an Inclusive School

Internal Marks Verified Successfully

Sl No	Register No	Name	Total Mark in Rounded(0.0-10)
1	JB16EDPS01	DOMINIC SAVIO JOSEPH	5
2	JB16EDPS02	SUDEEP R NAMBIAR	5
3	JB16EDPS03	ANUSREE K B	5

18	JB16EDPS18	VEENA N V	4
19	JB16EDPS19	YASMIN P V	6

Click print button to internal mark sheet.

Sample Screen Shot



KANNUR UNIVERSITY

INTERNAL MARKS

CENTRE OF EXAMINATION : JAYBEES TRAINING COLLEGE OF B ED KUTTOOR
PROGRAMME: B.Ed.(Physical Science)
NAME OF EXAM : IV SEMESTER B.ED PHYSICAL SCIENCE DEGREE
EXAMINATION APRIL 2018
NAME OF PAPER : BEDC403 CREATING AN INCLUSIVE SCHOOL

SL.NO	REGISTER NUMBER	NAME OF STUDENT	Mark	Signature of Candidate
1	JB16EDPS01	DOMINIC SAVIO JOSEPH	5	
2	JB16EDPS02	SUDEEP R NAMBIAR	5	
3	JB16EDPS03	ANUSREE K B	5	

18	JB16EDPS18	VEENA N V	4	
19	JB16EDPS19	YASMIN P V	6	

	Name	Signature
Prepared by:	Dr. M.V. Vijayakumar (PRINCIPAL/COURSE DIRECTOR)	

I Certify that the internal marks furnished above are correct as per the original documents in this regard kept in the College/Centre which will be made available for verification as and when required by the University..I also certify that the internal marks are awarded as per the regulations.

Verified the internal marks and found correct

Dr. M.V. Vijayakumar
(PRINCIPAL/COURSE DIRECTOR)

Signature of the Principal/ Course Director with Seal

*** Note :** Please submit the printout signed by the teacher concerned and Principal/Course Director to : The Controller of Examination , Kannur University, Thavakkara Campus, Kannur - 670002.
The printout signed by the Teacher concerned , Principal/Course Director and the Students concerned shall be kept in the College/Centre.

PRINT FORM

Print two copies of this marksheet

The printout of the online internal mark signed by the teacher concerned and the Principal need be sent to the University. (At this stage , signature of the students is not mandatory)

The printout of the online internal mark after obtaining the signature of the students concerned , signed by the Teacher concerned and Principal, along with all the records connected with the award of internal marks as per regulations shall be kept in the College/ Center and shall be made available to the Controller of Examinations for verification as and when required.

**Sd/-
Controller of Examinations**