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 concerened. 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.

<u>Steps</u> I. Login

IN	FERNAL MARK ENTRY SYSTEM for IV SEM				
	Login Here				
UserName :					
Password :					
	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 intternal 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.

Progra	ams Profile Change pasword A	dd Teacher Users Logout
_		l
ſ		
	Select Program	B.Ed.(Physical Science) 🔻
	SLIDAAT	B.Ed. (English) B.Ed. (Physical Science)
	300MIT	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

rograms	Profile	Change	pasword	Add	Teacher	Users	Logout	
BDOCDAM	ME.DEJ	(DL)						
FX0GRAM FX4M·IV S	ME:B.Ea. FMESTEI	(Physical Sc R R Fd PHV	SICAL SCI	ENCE I	FGREE F	XAMINA'	TION APR	IL 2018
CENTER: JA	AYBEES T	RAINING (COLLEGE	OF B Ed	KUTTOO	R	non an	12 2010
Select Pap	er	BED	E401.2 Health	and Phys	ical Educatio	on 🔻		
		BED	E401.2 Health	and Phys	ical Educatio	on		
		BED	C403 Creating	g an Inclu	usive School			
		BED	C402 Knowled	dge and (Curriculum-Po	ort II		
		EPC	04 Understand	dina the S	Self			

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

ograms	s Profile Change	e pasword Add Teacher Users L	ogout
CENTEF PROGRA	R:JAYBEES TRAINING AMME:B.Ed.(Physical V SEMESTER B Ed PE	G COLLEGE OF B Ed KUTTOOR Science) IVSICAL SCIENCE DEGREE EXAMINATIO	N APRIL 2018
SUBJEC	T: BEDC403 Creating a	an Inclusive School	
SUBJEC SI No	T: BEDC403 Creating a Register No	an Inclusive School	Mark Entry
SUBJEC SI No 1	T: BEDC403 Creating a Register No JB16EDPS01	an Inclusive School Name DOMINIC SAVIO JOSEPH	Mark Entry addmark
SUBJEC SI No 1 2	T: BEDC403 Creating a Register No JB16EDPS01 JB16EDPS02	an Inclusive School Name DOMINIC SAVIO JOSEPH SUDEEP R NAMBIAR	Mark Entry addmark addmark
SUBJEC SI No 1 2 3	T: BEDC403 Creating a Register No JB16EDPS01 JB16EDPS02 JB16EDPS03	ANUSREE K B	Mark Entry addmark addmark 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.)

rograms Profile Change paswo	ord Add Teacher Users Logout
CENTER: JAYBEES TRAINING COLLE	GE OF B Ed KUTTOOR
PROGRAMME:B.Ed.(Physical Science)	SCIENCE DECREE EXAMINATION APRIL 2018
PROGRAMME:B.Ed.(Physical Science) EXAM:IV SEMESTER B.Ed PHYSICAL SUBJECT: BEDC403 Creating an Inclusi	SCIENCE DEGREE EXAMINATION APRIL 2018 ve School
PROGRAMME:B.Ed.(Physical Science) EXAM:IV SEMESTER B.Ed PHYSICAL SUBJECT: BEDC403 Creating an Inclusi Regno	SCIENCE DEGREE EXAMINATION APRIL 2018 ve School JB16EDPS01
PROGRAMME:B.Ed.(Physical Science) EXAM:IV SEMESTER B.Ed PHYSICAL SUBJECT: BEDC403 Creating an Inclusi Regno Total IA Mark (10)	A : Absent

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

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

Programs	Profile R:JAYBEES T	Change paswo RAINING COLLE (Physical Science)	GE OF B Ed	Teacher KUTTOO	Users R	Logout	
EXAM:I SUBJEC	V SEMESTER T: BEDC403 (R B.Ed PHYSICAL Creating an Inclusiv	SCIENCE I ve School	DEGREE E	XAMINA	TION APR	IL 2018
SI No	Register No) N	lame				Mark Entry
Inter Princ	nal Ma cipal/D	arks Alrec Director)	ıdy er	ntered	d (No	ot Veri	fied By

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

Sample Screen Shot

ogram	s Profile Cha	nge pasword Add Teacher Us	ers Logout	
_				_
ENTE	R:JAYBEES TRAIN	ING COLLEGE OF B Ed KUTTOOR		
ENTEI PROGR	R:JAYBEES TRAIN AMME: B.Ed.(Phys	ING COLLEGE OF B Ed KUTTOOR ical Science)		
CENTER PROGR EXAM:I	R:JAYBEES TRAIN AMME: B.Ed.(Phys IV SEMESTER B.Ed	ING COLLEGE OF B Ed KUTTOOR ical Science) d PHYSICAL SCIENCE DEGREE EXAM	INATION APRIL 2018	
CENTEI PROGR EXAM:I SUBJEC	R:JAYBEES TRAIN AMME: B.Ed.(Phys IV SEMESTER B.Ed T: BEDC403 Creati	ING COLLEGE OF B Ed KUTTOOR ical Science) d PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School	INATION APRIL 2018	
CENTEI PROGR EXAM:I SUBJEC SI No	R:JAYBEES TRAIN AMME: B.Ed.(Phys IV SEMESTER B.Ed T: BEDC403 Creati Register No	ING COLLEGE OF B Ed KUTTOOR ical Science) d PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School Name	INATION APRIL 2018 Total Mark in Rounded(0.0-10)	Edit
CENTEI PROGR EXAM:I SUBJEC SI No	R:JAYBEES TRAIN AMME: B.Ed.(Phys IV SEMESTER B.Ed T: BEDC403 Creati Register No JB16EDPS01	ING COLLEGE OF B Ed KUTTOOR ical Science) d PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School Name DOMINIC SAVIO JOSEPH	INATION APRIL 2018 Total Mark in Rounded(0.0-10) 5	Edit 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 maks and you can use the edit button to edit the marks. After editing is complete click proceed button and you can priview 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



Click <u>VIEW</u> button . It will display the following screen.

Sample Screen Shot

ograms	Profile Cha	nge pasword Add Teacher Use	ers Logout		
					Logged
TNTER	LAVREES TRAIN	INC COLLEGE OF BEJ KUTTOOR			
POCD	MME. DEJ (Dhua	ind COLLEGE OF B Ed KUTTOOK			
ROGRA	AMME: B.Ed.(Phys	Ical Science)			
VAM.D	V SEMESTED D F	DUVSICAL SCIENCE DECREE EVAM	INATION APPH 2018		
EXAM:F SUBJEC	V SEMESTER B.Ed T: BEDC403 Creati	d PHYSICAL SCIENCE DEGREE EXAM	INATION APRIL 2018		
EXAM:F SUBJEC SI No	V SEMESTER B.Ed T: BEDC403 Creati Register No	a PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School Name	Total Mark in Rounded(0.0-10)	Edit	Verify
EXAM:F SUBJEC' SI No	V SEMESTER B.Ed T: BEDC403 Creati Register No JB16EDPS01	A PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School Name DOMINIC SAVIO JOSEPH	Total Mark in Rounded(0.0-10) 5	Edit edit	Verify
EXAM:F SUBJEC' SI No 1 2	V SEMESTER B.Ed T: BEDC403 Creati Register No JB16EDPS01 JB16EDPS02	A PHYSICAL SCIENCE DEGREE EXAM ing an Inclusive School Name DOMINIC SAVIO JOSEPH SUDEEP R NAMBIAR	INATION APRIL 2018 Total Mark in Rounded(0.0-10) 5 5	Edit edit edit	Verify V

17	JB16EDPS17	SRUTHI V K V	5	<u>edit</u>	
18	JB16EDPS18	VEENA N V	4	<u>edit</u>	
19	JB16EDPS19	YASMIN P V	6	<u>edit</u>	
SUBMIT		-			

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 Pro	file Change paswo	d 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

SI 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
:	print			

Click print button to internal mark sheet. Sample Screen Shot



KANNUR UNIVERSITY

INTERNAL MARKS

CENTRE OF EXAMINATION : PROGRAMME:

NAME OF EXAM :

NAME OF PAPER :

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