

# MANUAL OF AUTOMATED EXAMINATION SYSTEM



Controller of Examinations
REVA University

Rukmini Knowledge Park, Kattigenahalli, Yelahanka, Bengaluru - 560064.



The examination management system is broadly classified into six major heads.

- 1. References
- 2. Before examination
- 3. Tabulation/Decoding
- 4. Computation/Closing of Examination
- 5. After examination
- 6. Utilities

#### 1. REFERENCES:

The heading references include modules relating to various tasks. These tasks are: Degree (program defining), subject assigning, subject listing, and subject mapping and student master. Each one of these is explained below.



# 1.1. Degree(Program Defining)

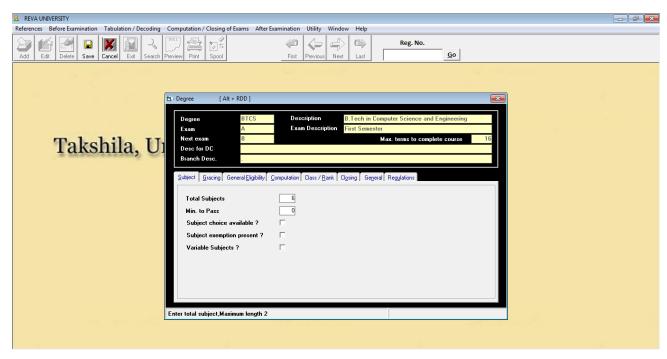
Here the complete details of programs and Courses under each program offered by the University are entered. The rules and regulations of programs / courses offered by university are customized. It is one time activity. Following are the modules under this head.

- a) Subject
- b) Gracing
- c) General Eligibility
- d) Computation
- e) Class/Rank
- f) Closing
- g) General
- h) Regulations



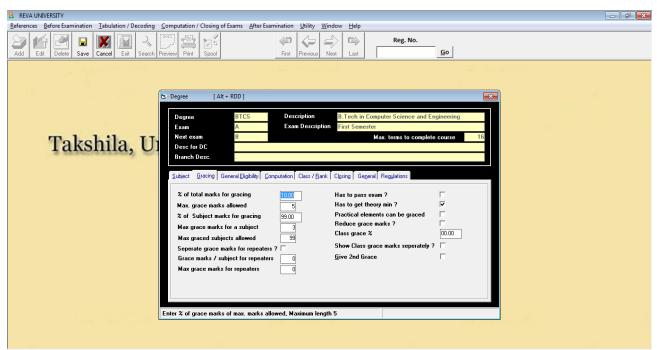
#### 1.1(a). Subject Modules:

The subject module contains total number of courses offered in each program. It also contains the duration of the program, subject choices available, subject exemptions and variable subjects.



# 1.1(b). Gracing Module:

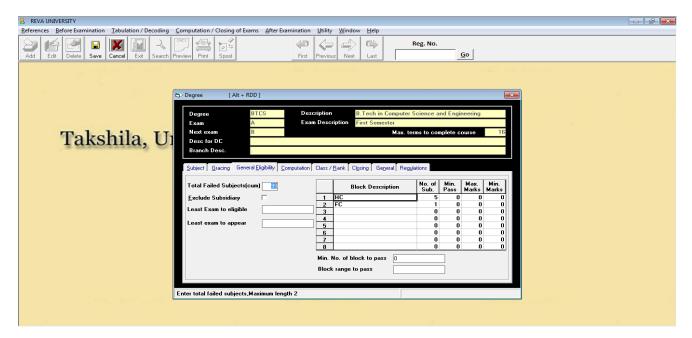
The gracing policies are defined under this module.





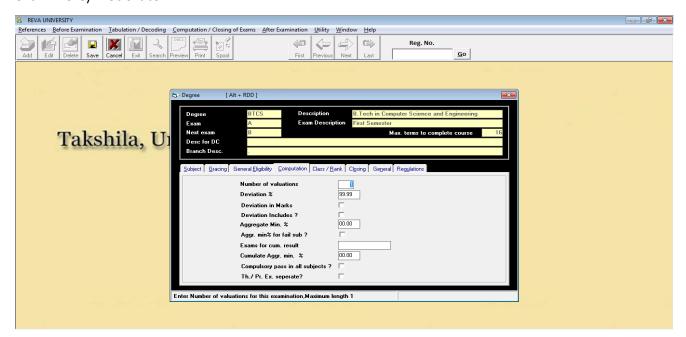
#### 1.1(c). General Eligbility Module:

The specification of the subjects are assigned in the below module. The number of different type of courses, viz., Hardcore, Softcore, Electives etc., are specified along with the maximum and minimum marks carried.



#### 1.1(d). Computation Module:

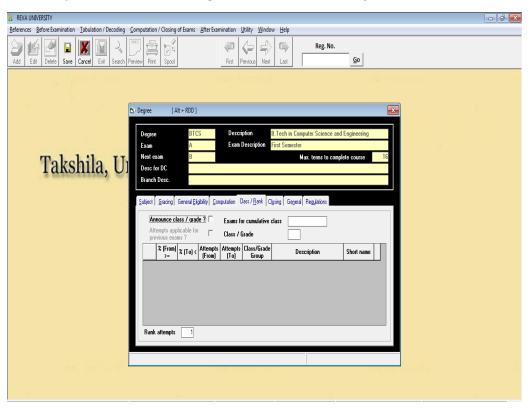
The module contains entries to enter marks being awarded by the first and second examiners/moderators and also the marks awarded at the time of challenge valuation. It generates automatically reports relating to the deviations in the marks awarded by more than one examiners/moderator.





# 1.1(e). Class/Rank Module:

The class/grade rating is defined under this module. The marks secured by each candidate of each of the program are entered in this module. After entering the marks of all the courses the respective candidate has secured, the reports regarding total marks secured for each candidate, the class/distinction etc., are generated automatically from this module.

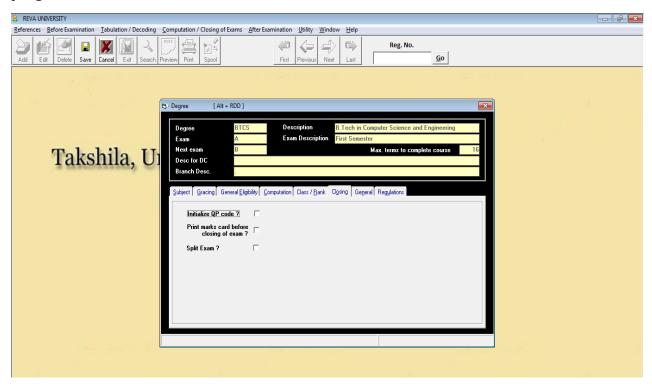


1 0.00 45.00 0.0 F 2 45.00 50.00 5.0 C 3 50.00 55.00 5.5 C+ 4 55.00 60.00 6.0 B 5 60.00 70.00 7.0 B+ 6 70.00 80.00 8.0 A	Grade	Credit Point	To Marks (<)	From Marks (>=)	
3 50.00 55.00 5.5 C+ 4 55.00 60.00 6.0 B 5 60.00 70.00 7.0 B+ 6 70.00 80.00 80.0	F	0.0	45.00	0.00	1
4 55.00 60.00 6.0 B 5 60.00 70.00 7.0 B+ 6 70.00 80.00 8.0 A	С	5.0	50.00	45.00	2
5 60.00 70.00 7.0 B+ 6 70.00 80.00 8.0 A	C+	5.5	55.00	50.00	3
6 70.00 80.00 8.0 A	В	6.0	60.00	55.00	4
	B+	7.0	70.00	60.00	5
- 00.00 00.00	A	8.0	80.00	70.00	6
7 80.00 90.00 9.0 A+	A+	9.0	90.00	80.00	7
8 90.00 999.00 10.0 0	0	10.0	999.00	90.00	8



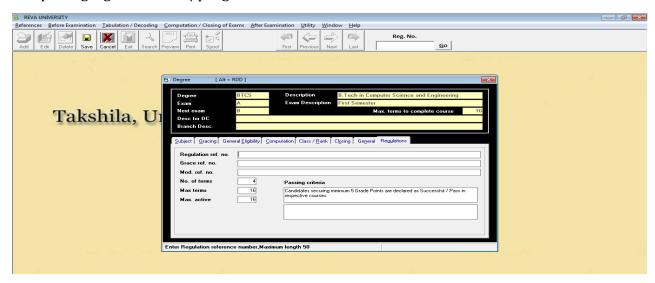
# 1.1(f). Closing Module:

Once the exams are completed and results are declared, the generation of marks sheets, graded cards are printed. The module facilitates printing of graded cards of all candidates of respective programs.



# 1.1(g). Regulation Module:

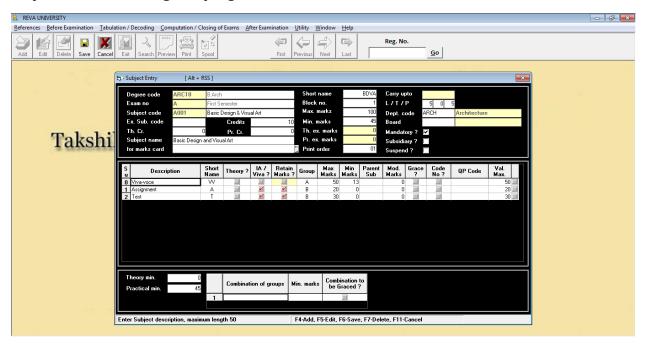
The module provides the status of each candidate about the duration taken to complete a given program/course. It automatically alerts in case of candidate passing the fixed duration in completing a given course/program.





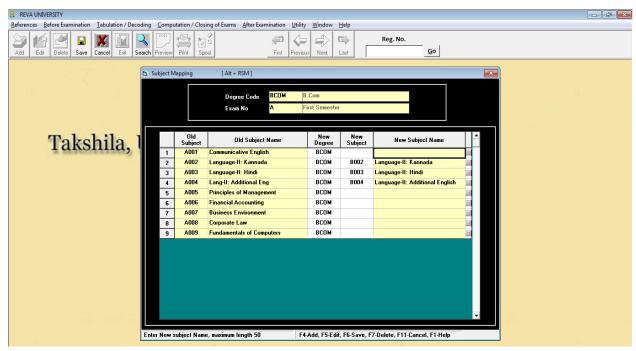
#### 1.2. Subject:

The module provides enteries to enter the marks of different components of IA and SEE of respective course of a given program.



# 1.2(a). SUBJECT MAPPING:

The module contains all the subjects/course titles with code numbers and the nomenclature of the degree with provision to enter any modifications/changes in the subject/course titles.



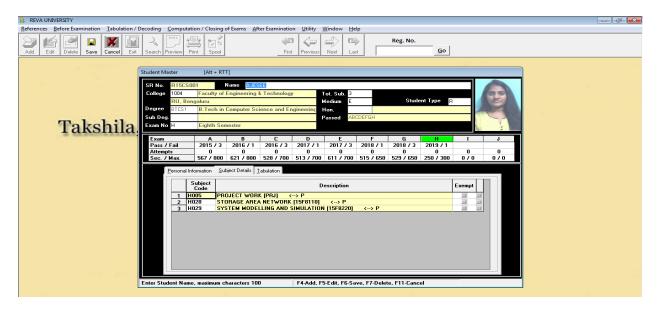


#### 1.2(b). Student:

Here we enter the student's details of all branches in the form, an excel file is created and then imported.

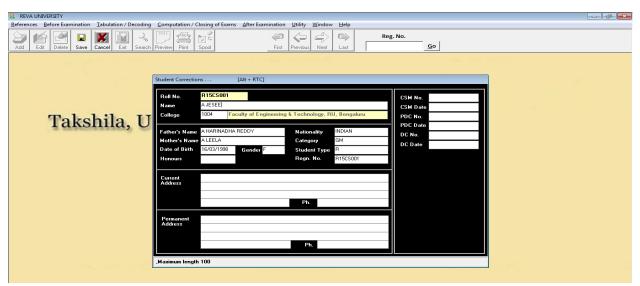
#### 1.3(a). Student Master

The module contains all details about the student including SRN., name of the school, name of the program, semester examination that the student has appeared and the status of marks secured in each course/subject. It also facilitates the number of attempts that a student has taken to pass a given course/subject.



#### 1.3(b). Student correction:

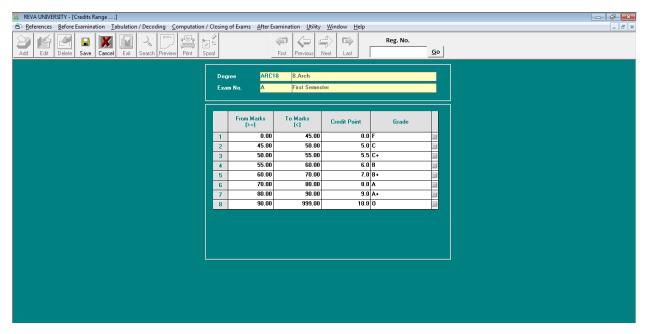
The module facilitates provision for corrections of student information such as name, SRN., degree/semester being studied, marks secured etc.





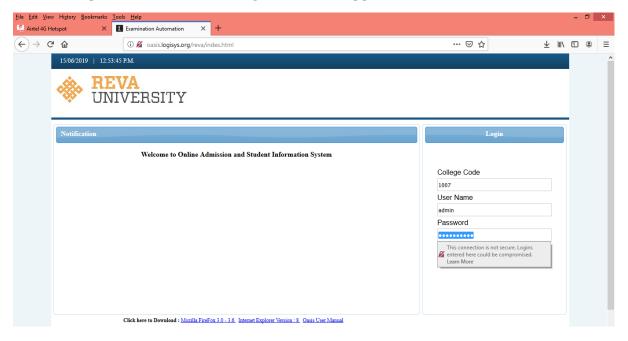
# 1.3. Credit

The module defines the parameters relating to conversion of marks into credit points and grade points.

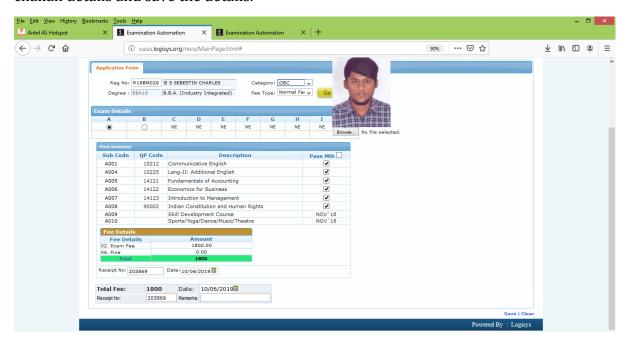




The online platform is used in filling in the exam applications



Once logged in to application form portal. The basic details will be filled such as SRN., degree, exam details (semesters and subjects) for which the candidate will pay a fee and mention the challan details and save the details.

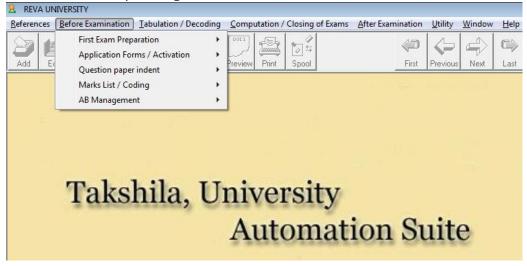




#### 2. Before examination:

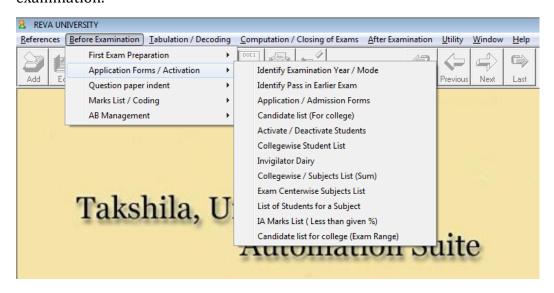
The modules under Before examination are:

- 1. Application Forms/Activation
- 2. Question paper indent
- Marks List/Coding



# 2.1. Application Forms/Activation:

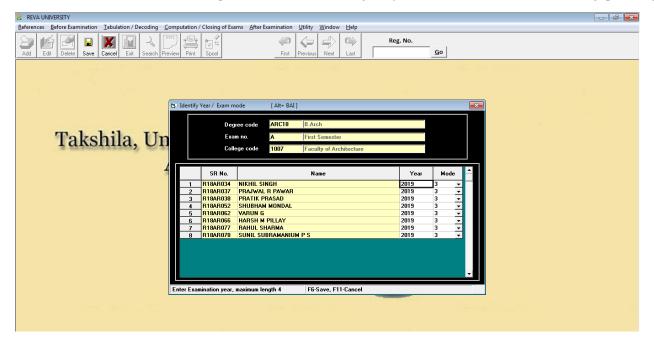
This module contains descriptors relating to application forms. It contains dropdown menu to activate/enable the concerned menu as and when required before commencement of the examination.





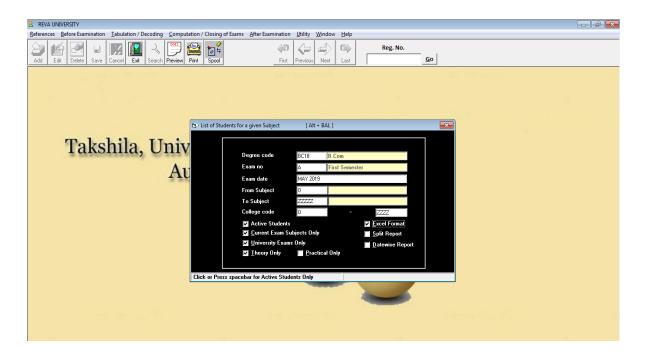
#### 2.1(a). Identify Year/Exam mode:

This sub module is where we get to know in which year/mode the candidate currently pursing.



# 2.1(b). List of students for given subject:

This sub module generates an excel format list of an active candidates applied for particular subject in the field mentioned. Display eligible candidates for preparation of batches for practical exam and generate A-Form and B-Form.





#### A-Form



FORM - A

Centre	REVA UNIVERSITY	ASSESSE	Visit Called Control Called Control Called Control
Date	09.11.2018	Time	9.30. a.m. To 12.30. p.m.
Program	B.Com	Semester	=
Course Title	COST ACCOUNTING	Course Code	BCOM16F3200

#### SRN OF THE CANDIDATES PRESENT:

# R16BC140, 142. R16BC038, 101, R17BC001, 002, 003, 004, 005, 007, 008, 009, 012, 013, 014, 015, 016, 017, 018, 020, 022,

023, 024, 025, 026, 027, 028, 030, 031, 032, 033, 034, 036, 038, 041, 042, 043, 044, 045, 046, 047, 048, 049, 051, 052, 053, 055, 056, 058, 059, 061, 062, 063, 064, 065, 066, 067, 068, 069, 070, 071, 072, 073, 074, 075, 076, 077, 078, 079, 080, 082, 083, 084, 085, 086, 087, 088, 090, 092, 093, 094, 095, 096, 097, 098, 099, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 129, 130, 131, 132, 133, 135, 136, 137, 138, 140, 141, 142, 143, 144, 146, 147, 148, 149, 150, 151, 152, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 176, 177, 179, 180, 181, 182, 183, 184, 185, 187, 188, 189, 190, 191, 192, 194, 195, 196, 198, 199, 200, 201, 202, 204, 205, 206, 208.

Total Present: 182

#### SRN OF THE CANDIDATES ABSENT:

R168C029.	
R178C010, 021, 035, 039, 040, 057, 060, 081, 089, 134, 139, 207.	

Total Absent: 13

SRN of the candidates booked under MAL PRACTICE:

Total MPC:

Deputy / Chief Superintendent Signature Date: / /



# B-Form

FORM B

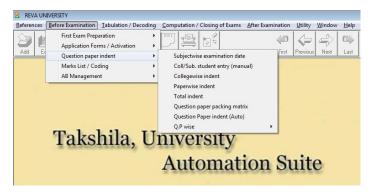


Centre	e / Code	REVA U	NIVERSIT	Y/RU		Room No.	201		
Progra	èm	ACTO / SCY 0000		IGINEERING		Semester	IV.		
Date		18-Jun- 19	Time	9:30 A.M. to 12:	30 P.M.	QP Code	32466		
Course	e Code - Title	BTCE16F4600 - HYDROLOGY AND IRRIGATION ENGINEERING							
SI, No	SAN		Main Ar	nswer Book No.	100000000000000000000000000000000000000	al Answer Book oh sheet No.	Signature of Candidate		
1	8:16CV063	11 11				3			
2	816CV120	ĝ							
3	R16CV252	9 1			1	- 3			
4	8:16CV308	26							
5	R16CV338	85				7			
6	816CV340	17-3			£	Ĭ			
7	R16CV341	SE 1				7			
8	8:16CV387	77-33				- 8			
9	8:16CV388	\$9							
10	8:16CV391	22 3 3				3			
11	R17CV001	8 J.							
12	R17CV002	9:3			1	- 3			
13	8:17CV003	B							
14	R17CV004	33				7			
15	817CV005	9 7			1	- 3			
16	R17CV006	35							
17	8.17CV007	76 33			18	- 8			
18	8:17CV008	89			50.				

SRN (Absentees):	<b>₩</b>	58
to, of Candidates Present	No. of Candidates Absent	

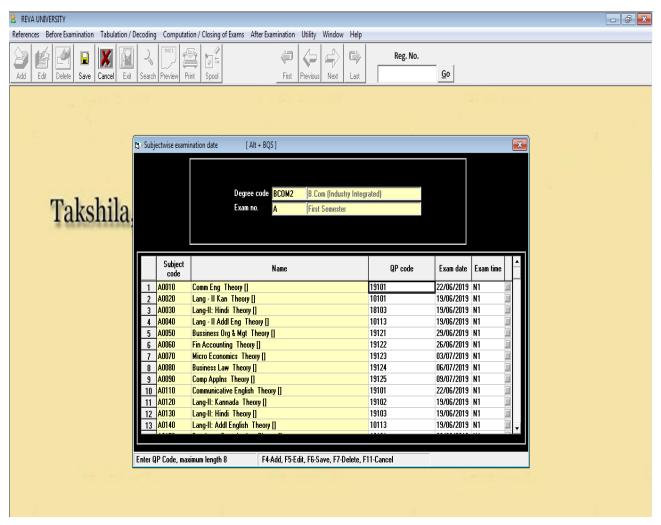


#### 2.3. Question paper indent:



# 2.3(a). Subject wise examination date:

In this sub module the examination dates are entered along with timings and exported to online platform for students to take hall tickets. Schools can download subject wise students appearing list for theory examination.





Once the application is filled similarly the hall ticket can also be generated.

Exam hall ticket sample (online generated)



Rukmini Knowledge Park, Kattigenahalli, Yelahanka, Bengaluru-560 064

#### ADMISSION TICKET FOR EXAMINATION

YEAR & MONTH OF EXAMINATION: MAY 2019

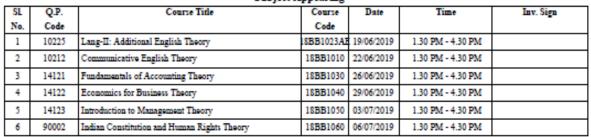
Program : B.B.A. (Industry Integrated)

School : 1002 - Faculty of Commerce & Management, RU, Bengaluru

SRN : R18BM026

: B S SEBESTIN CHARLES Student Name

# Subject Appearing



Certified that this candidate is eligible to appear for the current examination as per the details mentioned above

#### Signature of School Director with Seal & Date

#### Instructions to the Candidates:

- 1. Candidate is advised to check the Course Code & Course Title before answering.

- Invigilator should verify the Course Code& Course Title before signing.
   Candidate is advised to read the instruction given in the Answer Booklet, before answering.
   Time Table printed in the Admission Ticket for Examination is tentative and is given for the information purpose only
- 5. Occupy the seat as per SRN in the examination hall.
- 6. Be present at the examination hall along with ID card and admission ticket at least 15 minutes before the commencement of the examination
- 7. Do not bring written / printed chits, papers, mobile, digital diary, electronic instructions, wrist watches, programmable calculators to the examination hall. If found with the candidate in the examination hall any of these materials / gadgets, the same will be seized and the candidate will be booked under Examination
- 8. Do not write any name, number, identify marks, religious symbols or appeal to the valuers in the answer book, as this will be treated as malpractice.

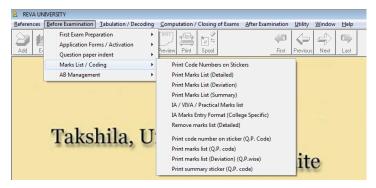
Registrar (Evaluation)

Signature of the Candidate with date



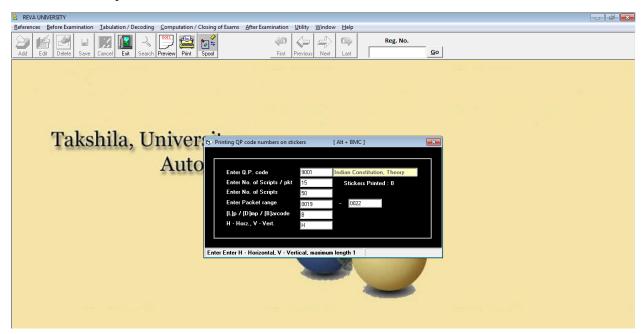
# 2.4. Marks List/Coding:

This module allows user to all the printing options required for coding stickers and mark list such as: print code numbers on stickers, print marks list.



#### 2.4(a). Print code number on sticker:

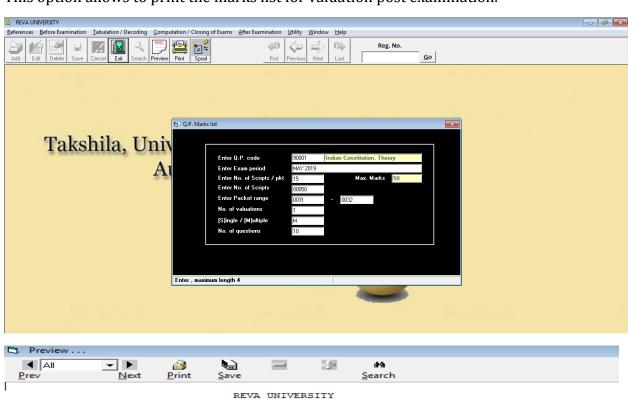
This option allows to print the barcode stickers for coding of answer scripts based on QP code and number of presents.

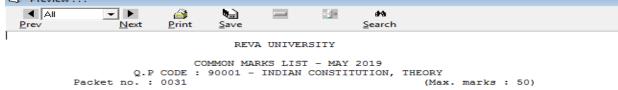




# 2.4(b). Print mark list:

This option allows to print the marks list for valuation post examination.



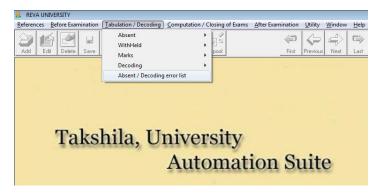


	Packet no. :	003	1			TNDT	AN CO	JNSI	.101.			(Max. n	marks : 50)
S1.	Code number	  01	I 102	103	I 104				80	09	  10	Tot  Marks	Marks     in Words
i 01	90001-0031-01	i	i	i	i	i	i	i i			i	i	i i
02	90001-0031-02	i	i	i	i	i	i				i	i	i i
03	90001-0031-03	i i	i i	i	i	i .	i	i i			i	i	i i
04	90001-0031-04	i	i	i	i	i	i				i	i	i i
05	90001-0031-05	i	i	i	i	i	i				i	i	i i
06	90001-0031-06	i	i	i	i	i	i	i i			i	i	i i
07	90001-0031-07	i	i	i	i	i	i				i	i	i i
. 08	90001-0031-08	i	i	i	i	i	i	i		i	i	i	i i
09	90001-0031-09	i	i	i	i	i	i				i	i	i i
1 10	90001-0031-10	i	i i	i	i	i	i	i i			i	i	i i
11		i	i	i	i	i	i				i	i	i i
12	•	i	i	i	i	i	i	i			i	i	i i
13	•	i	i	i	i	i	i	i		i	i	i	i i
14	90001-0031-14	i	i	i	i	i	i						
15	90001-0031-15	i	i	i	i	i	i	i			I	l	
	of The Valuer :					Na S:	ame d ignat	of th					



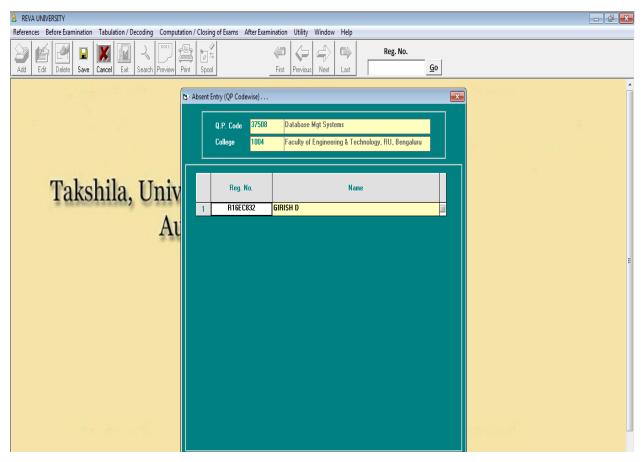
# 3. Tabulation/Decoding:

This module is for entries such as: absent, withheld, marks and decoding.



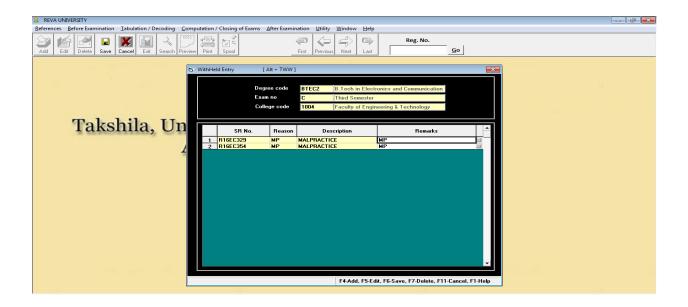
#### 3.1. Absent:

On the day of examination, absent and malpractice details are updated

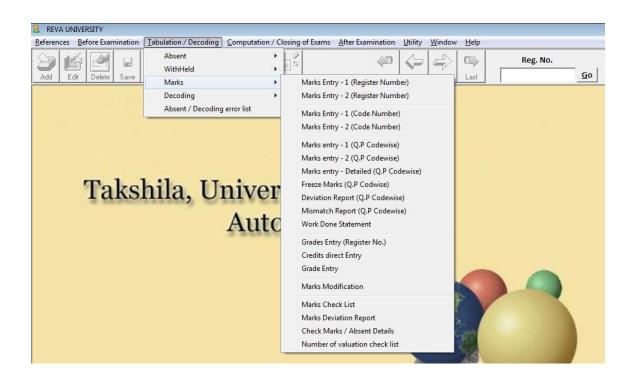




#### 3.2. Withheld:



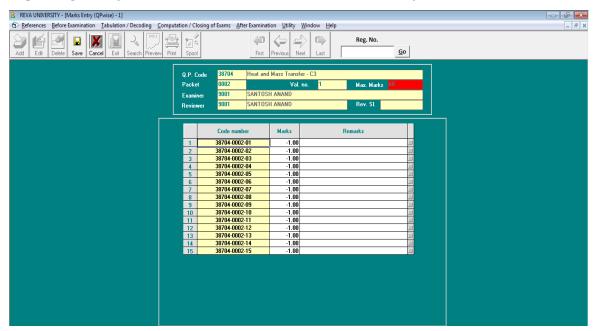
#### 3.3. Marks:



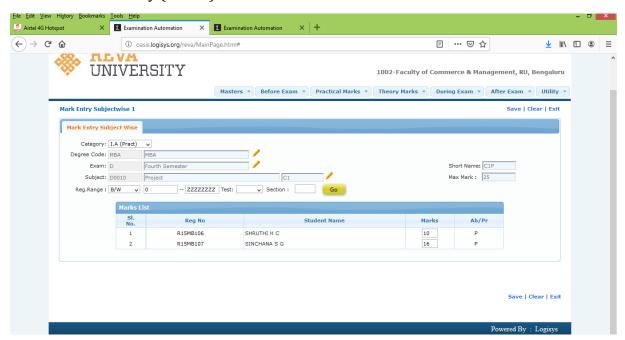


# 3.3(a). Marks Entry:

Capturing theory marks at examination centers immediately after the valuation



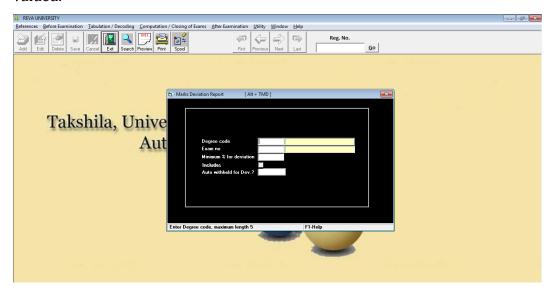
# Practical marks entry (online):





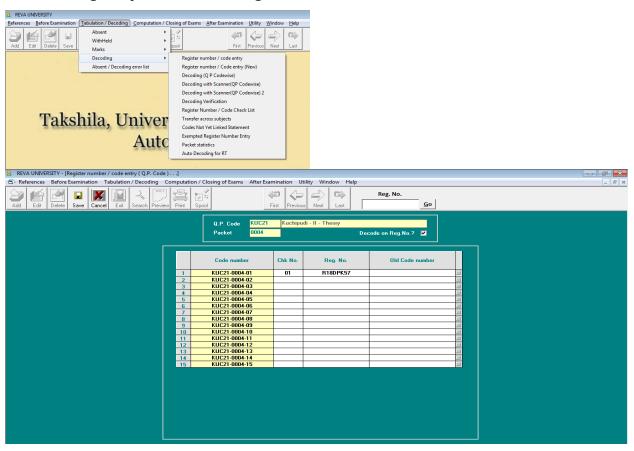
# 3.3(b). Deviation Report:

Generation of deviation report in case of multiple valuations and getting such answer scripts valued.



# 3.4. Decoding:

The module give options for decoding of coded cards.

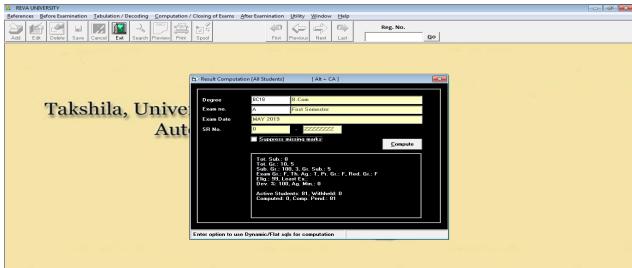




# 4. Computation/Closing of Examination:

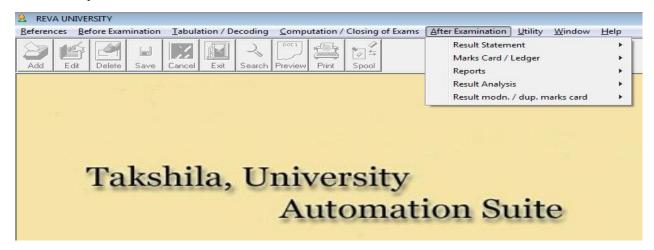
The module is used for result computation and closing of exams.





#### 5. POST EXAMINATION:

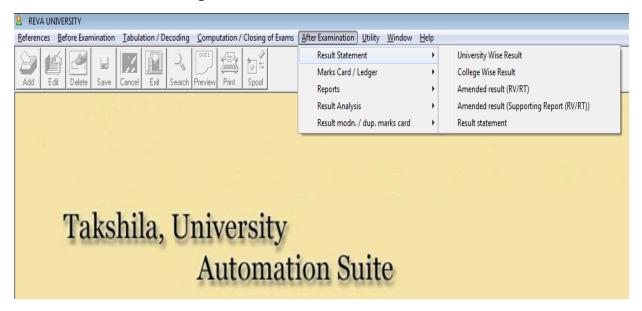
The module which is allows the user to generate result statement, mark card/ledger, reports, result analysis and cancellation of marks card and result withdrawal





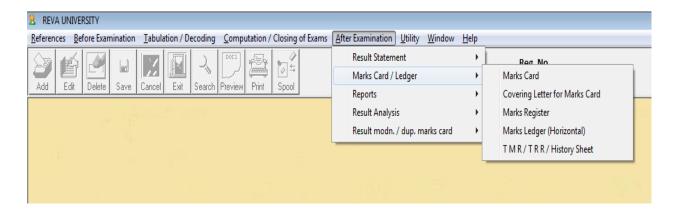
#### 5.1. Result statement

The module allows user to generate results statements.



# 5.2. Marks card/Ledger:

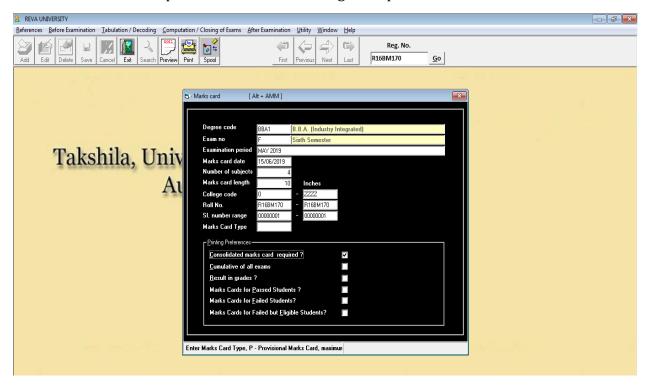
The module give more options for marks card printing, marks register, marks ledger and history sheet.





# 5.2(a). Marks card:

The module is used to print the mark card with given option for consolidate too.



# Grade card (preview):

#### Fourth Semester M.Com June 2019 Examination (CBCS)

Register Number: R17MC001

#### Student Name: ABHIMANYU KUMAR LOVELY

	1	2	5)	-
	6			
В				

SI. No.	Course	Course Type	L:T:P	Cr. <u>Hrs</u>	G.P	C.P	Grade
01	Innovation and Entrepreneurship	HC	2:1:0	3	8.0	24.0	Α
02	Major Project	HC	0:2:6	8	8.0	64.0	Α
03	Strategic Cost Management	sc	3:0:1	4	9.0	36.0	A+
04	Accounting Theory and Standards	sc	3:0:1	4	7.0	28.0	B+
05	International Financial Management	sc	3:0:1	4	9.0	36.0	A+
06	Risk Management and Insurance	sc	3:0:1	4	8.0	32.0	Α
	Current Exam Total			027		220.0	
	Previous Exams Total			070		567.0	
	Grand Total			097		787.0	
+							

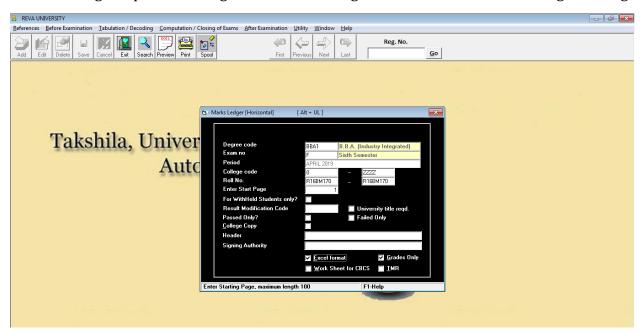
Semester Grade Point Average (S.G.P.A)	8.15
Cumulative Grade Point Average (C.G.P.A)	8.11
Qualitative Index	First Class with Distinction

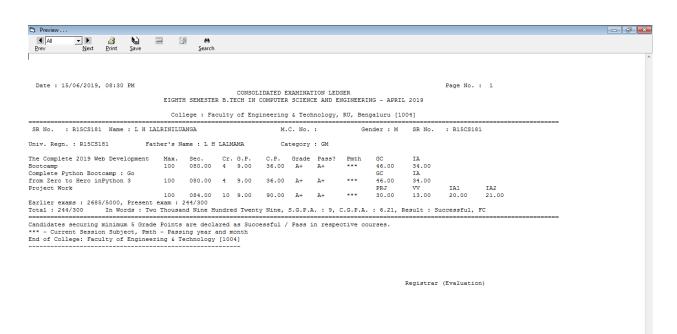
Candidates securing minimum 5 Grade Points are declared as Successful / Pass in respective courses.



# 5.2(b). Marks ledger:

The module gives provision to generate marks ledger in the excel format for the given range.

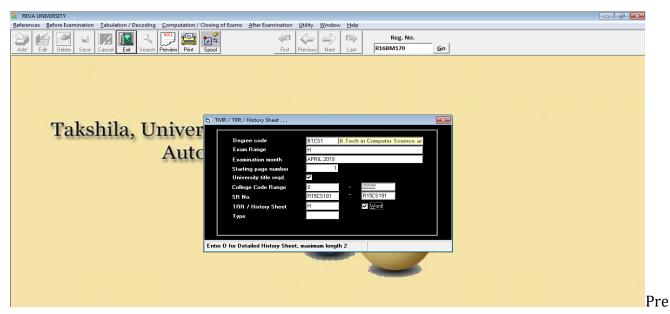






# 5.2(c). History Sheet:

The module gives provision to generate transcripts for the given range.



view of a transcript sample:

# REVA UNIVERSITY PROVISIONAL HISTORY SHEET FOR APRIL 2019 EXAMINATION B. Tech in Civil Engineering College: 1004 - Faculty of Engineering & Technology, RU, Bengaluru SR No.: R15CV027 Name: ASHFAQ UR RAHMAN

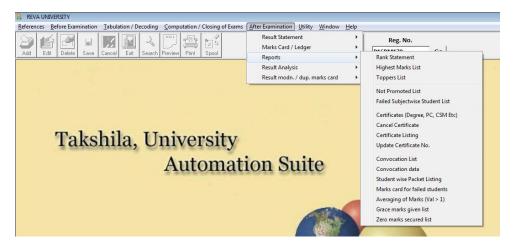
Course Cr. Cr. Course Title Code Hrs. Pts. Pts. Mth. 15F1100 Engineering Mathematics - I 4 5 20 c JUN 18 15F1200 3 DEC'16 **Engineering Chemistry** 15 15F1300 Basic Electronics Engineering Computer Concepts & C Programming 15F1500 **Environmental Sciences** 12 В DEC 15 2 5 10 1 15F1600 Technical Communication & Documentation C DEC'15 1 CAED Computer Aided Engineering Drawing 4 24 B DEC'15 ECL 2 18 A+ 1 Engineering Chemistry Lab 2 5.5 11 C+ Computer Programming Lab 2 20 MAY 16 2 1562200 15 c MAY 16 55 MAY 16 15F2300 Elements of Civil Engineering 16.5 C. 2 15F2400 3 21 MAY'16 **Elements of Mechanical Engineering** 8+ 2 15F2500 3 5.5 16.5 C+ MAY 16 Basic Electrical Engineering 15F2600 12 MAY 16 2 15F2700 Communicative English 2 5.5 11 C+ MAY'16 2 EPL Engineering Physics Lab 3 4 18 A+ MAY 16 Basic Electrical Engineering Lab and Workshop 2 2 MAY 16 15F3100 DEC'16 Engineering Mathematics - III 3 15F3200 Building Materials & Construction Technology 3 24 DEC'16 15F3300 3 24 DEC'16 3 15F3400 Surveying 3 5 15 c DEC 16 3 15F3500 Strength of Materials 24 8 DEC'16 15F3600 15 JUN 17 Fluid Mechanics 14 Total Gr. Pts.: 1289 Total Cr. Hrs : 198

Dealing Asst. S.O. A.R / D.R. / J.R.

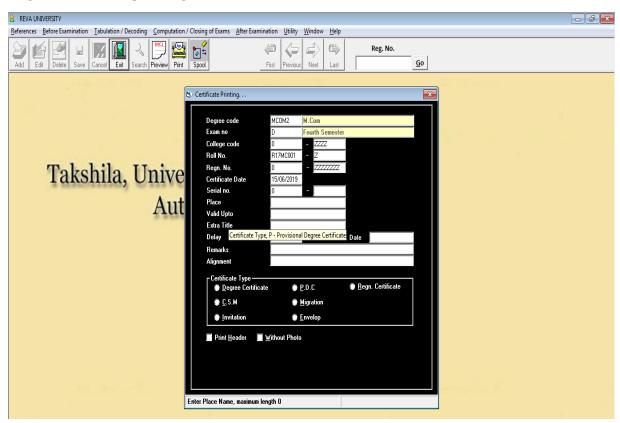


# 5.3. Reports:

This module providing various options for generate reports such as rank statements, highest marks list, toppers list, not promoted list, convocation certificates and list/data eligible for the same.



#### Degree certificate printing:





# Degree certificate (sample):





We, the Visitor, the Pro-Visitor, the Chancellor, the Vice-Chancellor, the Board of Governors and the Academic Council members of the University bereby certify that

# SIDDAVATAM MOHAMMAD MANSOOR AHAMMAD

bas been duly admitted to the Degree of

# Master of Technology

### in Computer Aided Structural Engineering

In recognition of the fulfillment of the requirement

for the said degree in the year 2016 with Register No. R14MCE28

Class: First

Given under the seal of the University



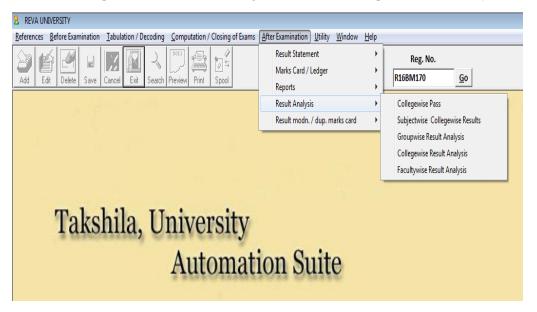
Date: 04-08-2016 Place: Bengaluru

Vice-Chancellor



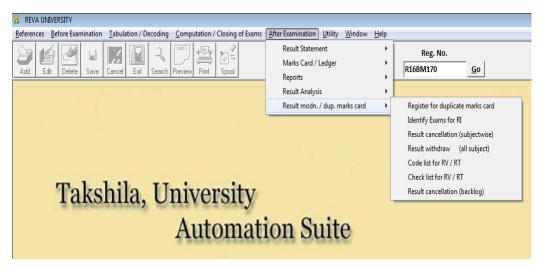
# 5.4. Result Analysis:

This module gives the in detail analysis of result college wise and subject wise.



# 5.5. Result Modification/Duplicate marks card:

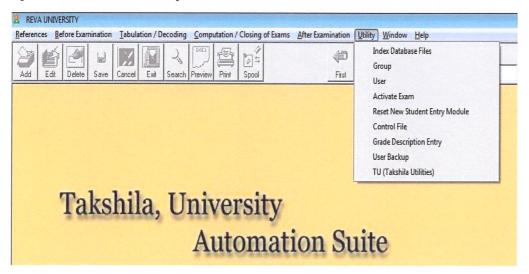
This module allows user to modify the results and issue duplicate marks card, if necessary result cancellation can be done.

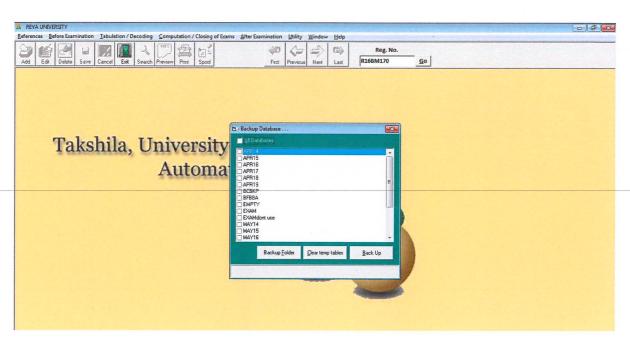




#### 6. Utilities:

This module is used for daily backup of database and Takshila Utilities (TU) is where all the importing and exporting of data happens between online and offline platforms and giving more options for user to modify the data in the software.







Controller of Examinations
REVA University

Rukmini Knowledge Park, Kattigenahalli, Yelahanka, Bengaluru - 560064