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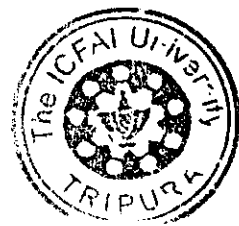
Winnou Systems and Services (P) Limited Level 1 (119), Midtown Building, Rd Number 1, Opp. Jalgam Vengal Rao Park Banjara Hills, Hyderabad Telangana 5000341 GSTIN/UIN: 36AACW6844M2ZR	Invoice No. 3084	Dated 01-Feb-2024
	Buyer's Reference: PO No.	Other References
	Buyer: The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura – 799210 GSTIN: 16AABTT0199E1Z1	

S No.	Description of Services	HSN/SAC	GST	Amount (in Rupees)
1	Advance onEdu monthly subscription charges (Feb 2024) @ Rs. 10 for 5953 students			59,530.00
2	SMS charges (@ 0.13 per SMS sent) for 573 messages			77.36
3	WhatsApp service charges for (Jan – 2024) @ Rs. 6350 per month depending on Euros			6,350.00
4	Stake holder feedback (parent feedback using whatsapp)			35,000.00
				1,00,957.36
		CGST	0%	
		SGST	0%	
		IGST	18	18172.32
Total				₹ 1,19,129.68

HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	1,00,957.36	9%	0.00	9%	0.00	0%	18172.32
Total	₹ 1,00,957.36		₹ 0.00		₹ 0.00		₹ 18,172.32

Tax Amount (in words): Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory

OT
Registrar,
 ICFAI University Tripura
 Kamalghat, Tripura (West)




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Winnou Systems and Services (P) Limited Level 1 (119), Midtown Building, Rd Number 1, Opp. Jalgam Vengal Rao Park Banjara Hills, Hyderabad Telangana 5000341 GSTIN/UIN: 36AAACW6844M2ZR	Invoice No. 3057	Dated 01-Dec-2023
	Buyer's Reference: PO No.	Other References
Buyer: The Registrar The ICFAI University, Tripura Kamaighat, Mohanpur, West Tripura - 799210 GSTIN: 16AABTT0199E1Z1		

S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)
1	Advance onEdu monthly subscription charges (Dec 2023) @ Rs. 10 for 5870 students			58,700.00
2	SMS charges (@ 0.13 per SMS sent) for 15010 messages			2,026.35
3	WhatsApp service charges for (Dec - 2023) @ Rs. 6350 per month depending on Euros			6,350.00
				67,076.35
		CGST	0%	
		SGST	0%	
		IGST	18	12073.74
Total				₹ 79,150.09

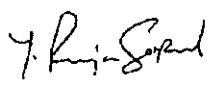
HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	67,076.35	9%	0.00	9%	0.00	0%	12073.74
Total	₹ 67,076.35		₹ 0.00		₹ 0.00		₹ 12,073.74

Tax Amount (in words) : Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory



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Buyer: The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura – 799210 GSTIN: 16AABTT0199E1Z1		Buyer's Reference: PO No.	Other References				
S No.	Description of Services	HSN/SAC	GST	Amount (in Rupees)			
1	Advance onEdu monthly subscription charges (Nov 2023) @ Rs. 10 for 5914 students			59,140.00			
2	SMS charges (@ 0.13 per SMS sent) for 939 messages			126.77			
3	WhatsApp service charges for (Nov – 2023) @ Rs. 6350 per month depending on Euros			6,350.00			
				65,616.77			
		CGST	0%				
		SGST	0%				
		IGST	18				
				11811.02			
Total				₹ 77,427.78			
HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax	Interstate Tax		
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	65,616.77	9%	0.00	9%	0.00	0%	11811.02
Total	₹ 65,616.77		₹ 0.00		₹ 0.00		₹ 11,811.02
Tax Amount (in words) : Fifty Thousand and Four Hundred only		Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305					
Company's PAN : AAACW6844M		for Winnou Systems and Services (P) Ltd  Authorised Signatory					



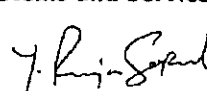
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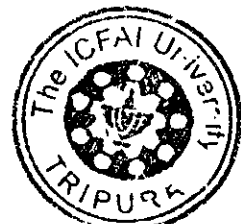
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Winnou Systems and Services (P) Limited Level 1 (119), Midtown Building, Rd Number 1, Opp. Jalgam Vengal Rao Park Banjara Hills, Hyderabad Telangana 5000341 GSTIN/UIN: 36AAACW6844M2ZR	Invoice No. 3028	Dated 01-Oct-2023
	Buyer's Reference: PO No.	Other References
Buyer: The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura – 799210 GSTIN: 16AABTT0199E1ZI		

S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)
1	Advance onEdu monthly subscription charges (Oct 2023) @ Rs. 10 for 5951 students			59,510.00
2	SMS charges (@ 0.13 per SMS sent) for 15915 messages			2,148.53
3	WhatsApp service charges for (Oct – 2023) @ Rs. 6350 per month depending on Euros			6,350.00
				68,008.53
		CGST	0%	
		SGST	0%	
		IGST	18	
				12241.53
Total				₹ 80,250.06


HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	68,008.53	9%	0.00	9%	0.00	0%	12241.53
Total	₹ 68,008.53		₹ 0.00		₹ 0.00		₹ 12,241.53

Tax Amount (in words) : Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory



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Winnou Systems and Services (P) Limited		Invoice No.	Dated				
Level 1 (119), Midtown Building, Rd Number 1, Opp. Jalgam Vengal Rao Park Banjara Hills, Hyderabad Telangana 5000341 GSTIN/UIN: 36AAACW6844M2ZR		3017	01-Sep-2023				
Buyer:		Buyer's Reference:	Other References				
The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura - 799210 GSTIN: 16AABTT0199E1Z1		PO No.					
S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)			
1	Advance onEdu monthly subscription charges (Sep 2023) @ Rs. 10 for 5664 students			56,640.00			
2	SMS charges (@ 0.13 per SMS sent) for 4892 messages			660.42			
3	WhatsApp service charges for (Sep - 2023) @ Rs. 6350 per month depending on Euros			6,350.00			
				63,650.42			
		CGST	0%				
		SGST	0%				
		IGST	18	11457.08			
Total				₹ 75,107.50			
HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	63,650.42	9%	0.00	9%	0.00	0%	11457.08
Total	₹ 63,650.42		₹ 0.00		₹ 0.00		₹ 11,457.08
Tax Amount (In words): Fifty Thousand and Four Hundred only		Company's Bank Details					
Company's PAN: AAACW6844M		Bank Name: ICICI Bank					
		A/c No.: 630505028218					
		Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305					
		for Winnou Systems and Services (P) Ltd					
							
		Authorised Signatory					



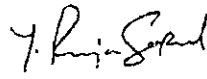
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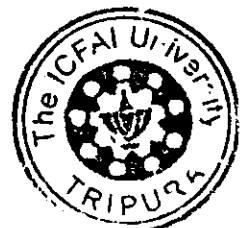
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	Buyer's Reference: PO No.	Other References
	Buyer: The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura – 799210 GSTIN: 16AABT0199E1Z1	

S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)
1	Advance onEdu monthly subscription charges (Aug 2023) @ Rs. 10 for 5578 students			55,780.00
2	SMS charges (@ 0.13 per SMS sent) for 9237 messages			1,247.00
3	WhatsApp service charges for (Aug – 2023) @ Rs. 6350 per month depending on Euros			6,350.00
				63,377.00
		CGST	0%	
		SGST	0%	
		IGST	18	
Total				₹ 74,784.85

HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	63,377.00	9%	0.00	9%	0.00	0%	11407.86
Total	₹ 63,377.00		₹ 0.00		₹ 0.00		₹ 11,407.86

Tax Amount (in words) : Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory



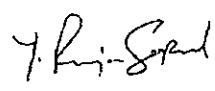
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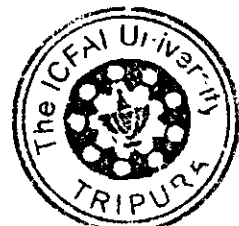
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	Buyer's Reference: PO No.	Other References
	Buyer: The Registrar The ICFAI University, Tripura Kamaighat, Mohanpur, West Tripura – 799210 GSTIN: 16AABT0199E1ZI	

S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)
1	Advance onEdu monthly subscription charges (July 2023) @ Rs. 10 for 7112 students			71,120.00
2	SMS charges (@ 0.13 per SMS sent) for 15445 messages			2,085.08
3	WhatsApp service charges for (July – 2023) @ Rs. 6350 per month depending on Euros			6,350.00
				79,555.08
		CGST	0%	
		SGST	0%	
		IGST	18	
				14319.91
Total				₹ 93,874.99

HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	79,555.08	9%	0.00	9%	0.00	0%	14319.91
Total	₹ 79,555.08		₹ 0.00		₹ 0.00		₹ 14,319.91

Tax Amount (In words) : Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory




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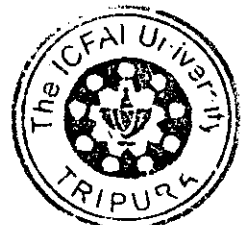
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	Buyer's Reference: PO No.	Other References
Buyer: The Registrar The ICFAI University, Tripura Kamalghat, Mohanpur, West Tripura – 799210 GSTIN: 16AABTT0199E12I		

S No.	Description of Services	HSN/SAC	GST	Amount (In Rupees)
1	Customisation of Admission Portal (new UI)			1,26,500.00
				1,26,500.00
		CGST	0%	
		SGST	0%	
		IGST	18	
				22770.00
Total				₹ 1,49,270.00

HSN/SAC	Taxable Value (Rs)	Central Tax		State Tax		Interstate Tax	
		Rate	Amount (Rs)	Rate	Amount (Rs)	Rate	Amount (Rs)
998314	1,26,500.00	9%	0.00	9%	0.00	0%	22770.00
Total	₹ 1,26,500.00		₹ 0.00		₹ 0.00		₹ 22,770.00

Tax Amount (In words) : Fifty Thousand and Four Hundred only	Company's Bank Details Bank Name : ICICI Bank A/c No.: 630505028218 Branch & IFSC Code: Himayathnagar, Hyderabad & ICIC0006305
Company's PAN : AAACW6844M	for Winnou Systems and Services (P) Ltd  Authorised Signatory



onEdu

Makes you perform better



User Manual v 1.0

Dated: February 25, 2021

Winnou Systems and Services (P) Ltd.
www.winnou.com

Confidential document intended for the users of onEdu, IITM, Tripura
Kamalghat, Tripura (West).

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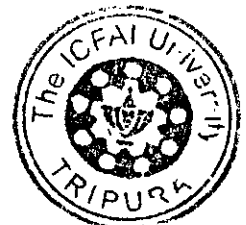
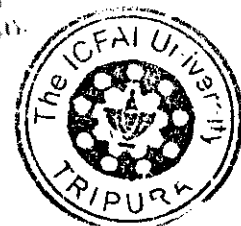


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02H

ICFAI University
Tripura
Kanchanpura (West)



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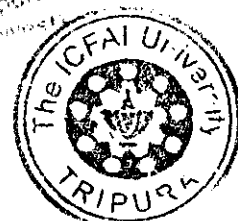
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The ICFAI University
ICFAI University, Tripura
at Jighat, Tripura (West)



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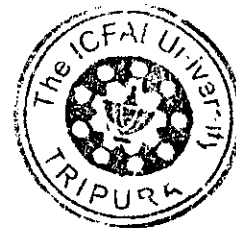
QTH

REGISTRAR,
ICFAI UNIVERSITY, Tripura
Mishra, Tripura Campus



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(Handwritten Signature)
 The ICFAI University
 Tripura
 Kailashpat, Tripura (West)



Introduction

onEdu is comprehensive solution for management of educational institutes. It is a complete framework of over 30 different plug & play modules that string together feature sets required for managing all facets of management of Universities, Colleges and Schools.

The entire life cycle of a student, beginning from pre-admissions marketing to becoming an alumni and all the administrative functions in-between can be handled by onEdu. When used effectively, onEdu becomes the Central Nervous System of your institution, efficiently managing information and its dissemination between various stakeholders. At the same time it also ensures privacy and security of data.

onEdu is more than a standard ERP and a CRM solution for the education sector. The value of an automated solution such as onEdu is not in terms of its ability to store information and provide on demand reports. It is in its ability to track the trends in behavior and performance of individual student or faculty and pro-actively alert the management on any deviation in the trend.

Corrective measures can be taken up based on these alerts, before an undesired trend results in an unforeseen event. After all, when you are managing an institute with thousands of students, it would help to have a system that lets you, the management, focus on the few critical areas that need attention.

This documentation is intended for users of onEdu.

02H
Director,
The ICFAI University
Tripura



Login

onEdu features can only be accessed by logged in users. You will be first prompted to login once you go to your college/University's onEdu page.

No login yet?

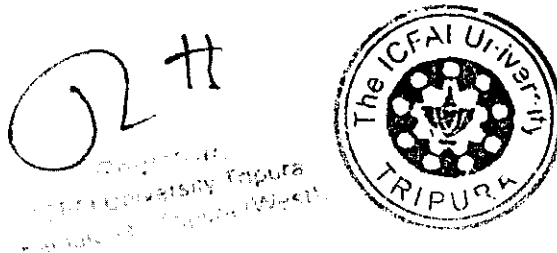
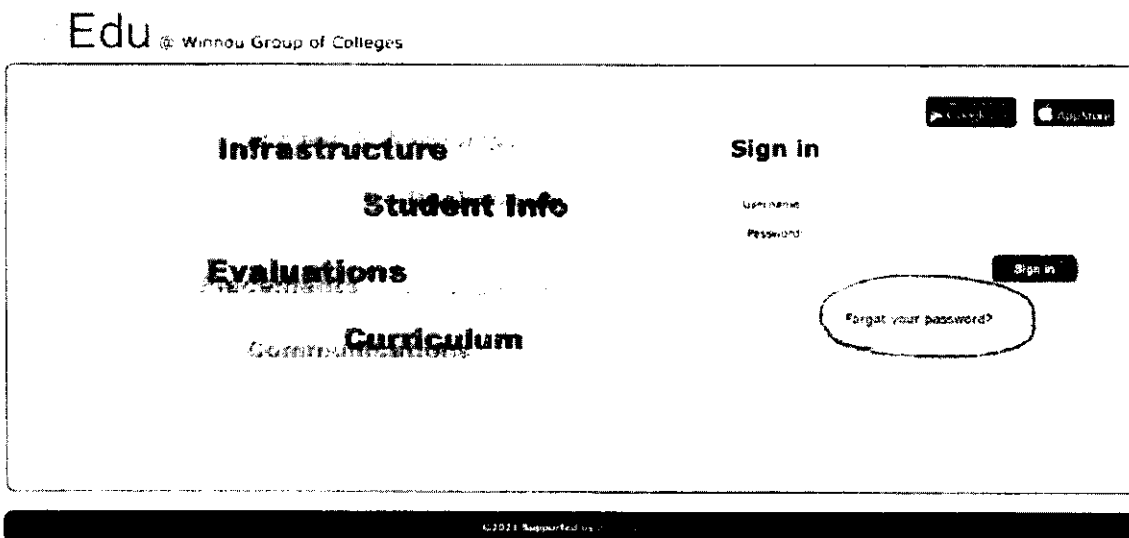
If you have not received your login yet and your college is on onEdu, please get in touch with your college administrator. Logins are available for every student and parent at institutions using onEdu. Possible reasons you may have missed your login:

1. Your contact details (phone number/email) are not correct in onEdu
2. Your college has chosen not to share login with you!

Your college administrator will be able to help you.

Forgot password?

Sometimes it happens to be best of us. Or you are one of those that has saved your login in your personal laptop browser and taken it for granted till now, only to find that you now have to access onEdu from another computer. Don't fret. It is easy to reset your password. Just click the Forgot password link below the login screen and follow the instructions in the next page.



Master Data

This section of the document details the settings that are available to system administrators of onEdu.

onEdu is a comprehensive campus management solution for Institutes of higher education. It is also built to flexibly handle many different types of requirements and a variety of processes. This flexibility is based on configurations and setups defined in the Master Data section of onEdu.

Batches

Definition

A Batch in onEdu is a section with a definite start and end date. For example, if there is a section named CSE IV Sem 1 A, a batch would represent this section for a particular academic year with dates for example, start date June 1 2020, and end date of Dec 21 2020.

View Batches

Menu Navigation: Master Data – View Batches (or Manage Batches)

Search Criteria: Batches can be searched for using the following criteria:

1. School (in case the instance has multiple schools such as a University instance)
2. Department
3. Program
4. Section
5. Batch Year*
6. From Date
7. Classwork Start Date
8. Classwork End Date
9. To Date

* marked fields are mandatory

Search Results are displayed in a table with the following columns.

1. S.No
2. School (only available in case of an instance with multiple schools)
3. Department
4. Section
5. Regulation
6. From Date
7. Classwork Start Date
8. Classwork End Date
9. To Date
10. Payment config



You are here: Master Data > Manage Batches

Search Criteria [Create New](#)

College: From Date: Department: Classroom Start Date: Program: Classroom End Date: Section: To Date: Batch Year: Regulation:

SEARCH RESULTS

Department	Section	Regulation	From Date	Classroom Start Date	Classroom End Date	To Date	Batch Year	Options
CSE WGCC	CSE II Year Sem 1	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit
CSE WGCC	CSE II Year Sem 2	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit
CSE WGCC	CSE II Year Sem 1	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit
CSE WGCC	CSE II Year Sem 2	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit
CSE WGCC	CSE II Year Sem 1	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit
CSE WGCC	CSE II Year Sem 2	A14	22-01-2020	22-01-2020	31-12-2020	31-12-2020	2019-2020	Edit

Create Batches

Batches can be created by clicking on **Create New** Button

Multiple batches can be created at once as long as they have the same start and end dates and belong to the same department.

Select the college/school, department, program, regulation and batch year. Batches that are yet to be defined will be displayed below automatically. Start and End dates will default to the current date, they should be changed to the dates that you want.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | [User Name] | Log Out

Dashboard | Master Data | Manage Batches | Add Batch | Edit Batch | Delete Batch | Batch Details | Batch History | Batch Settings | Batch Reports | Batch Audit | Batch Logs

You are here: Master Data > Manage Batches

Create Batch

College: Department: Program: Regulation: Batch Year:

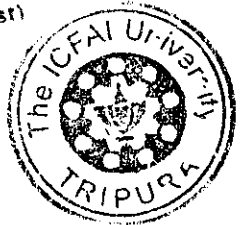
From Date: Classroom Start Date: Classroom End Date: To Date:

Section:

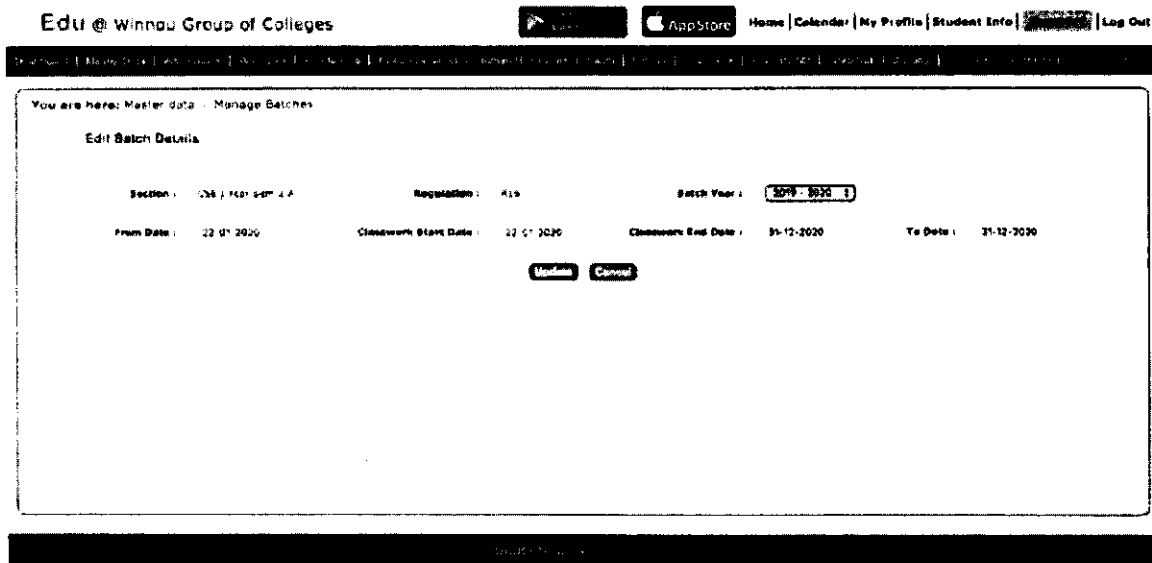
Edit Batches

Batches can be edited by clicking on **Edit** option in Manage batches. Start and end dates as well

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Registrar,
ICFAI University Tripura
Kamalghat, Tripura (West)



as batch year can be changed,



Delete Batches

Batches can be deleted until no child records are created. Child records can be scheme of instructions, students being promoted to batches etc.

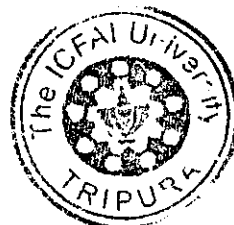
Manage Departments and Sections

This screen allows a system administrator to create new departments. By default, Winnou team defines all your departments and sections as part of the implementation process. But in case you have new departments that you would like to create, or new sections that you want to create then this screen can be used for the purpose.

View Departments

Menu Navigation: Master Data -- Manage Departments and Sections

Registration
ICFAI University Tripura
Kamalghat, Tripura (West)





Home | Calendar | My Profile | Student Info | **Departments** | Log Out

You are here: Master Data > Manage Departments and sections

Search Criteria

Department: Section:

School Name:

Search Results

S.No	School Name	Department	Display Name	Code
1	Winnou Engineering College	Department of Engineering	Eng	1
2	Winnou Engineering College	Art	Art	001
3	Winnou Engineering College	Text Department	Text Department	001
4	Winnou Engineering College	Civil Engineering	CE	2
5	Winnou Engineering College	Electrical and Electronics Engineering	ESE	3
6	Winnou Engineering College	Electrical and Communication Engineering	ECE	4
7	Winnou Engineering College	Mechanical Engineering	ME	5
8	Winnou Engineering College	Instrumentation Engineering	IT	6
9	Winnou Engineering College	Business Administration	Management	7
10	Winnou Engineering College	Science	Science	8
11	Winnou Engineering College	Computer Science	Computer Science	9
12	Winnou Engineering College	Arts	Arts	003
13	Winnou Engineering College	Pharmacy	Pharmacy	10
14	Winnou Engineering College	Arts and Design	Arts & Design	10

Create Departments

Departments can be created by clicking on **Create New** button.

Edit Departments

There is no edit possibility for Departments.

Delete Departments

There is no delete possibility for Departments.

Manage Subjects

View Subjects

Menu Navigation: Master Data → View Subjects (or Manage Subjects)

Search Criteria: Subjects can be searched for using the following criteria:

1. Academic Department
2. Program
3. Regulation
4. Elective
5. Subject Type
6. Subject
7. Short Code
8. Code
9. Credits

Search Results displays all the Search Criteria's in a table along with the following columns

1. Internal Max Marks

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2. External Max Marks
3. No. of Sessions
4. Option(Which includes Edit, Delete and Publish/Unpublish Buttons)

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Master Data > Manage Subjects

Search Criteria

College: All | Academic Department: All | Program: All | Regulation: All | Faculty: None | Status: All

Subject Type: All | Subject: | Short Code: | Code: | Credits: | Create New

Search

Search Results

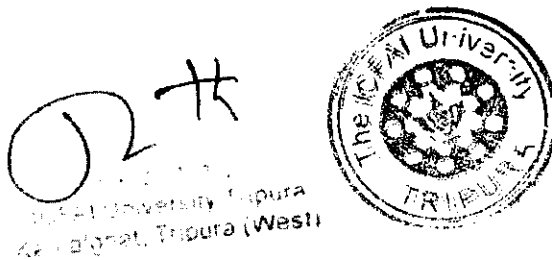
S.No	Academic Department	Program	Code	Short Code	Subject	Subject Type	Session	Credits	Regulation	No. of Sessions	Regulation	Status	Created By	Created On	Modified By	Modified On	Options
1	OS	OS	OS001	OS001	ADVANCED ENGLISH	Theory	2	25	15	6	OS	Published	2020-01-11	12-30-20			Edit Unpublish
2	OS	OS	OS002	OS002	Artificial Intelligence	Theory	1	20	15	6	OS	Published	2020-01-11	12-30-20			Edit Unpublish
3	OS	OS	OS003	OS003	Advanced Java	Theory	1	15	15	4	OS	Published	2020-01-11	12-30-20			Edit Unpublish
4	OS	OS	OS004	OS004	BASIC ELECTRICAL & ELECTRONICS ENGINEERING	Theory	4	21	15	100	OS	Published	2020-01-11	12-30-20			Edit Unpublish

Create Subjects

Subjects can be added or created by clicking on **Create New Button**.

Mandatory fields to be defined are:

1. Academic department: The department that offers this subject
2. Regulation: A code that signifies the regulation. A regulation is a set of subjects that are part of the syllabus or course work required to complete a program for a batch starting in a particular year.
3. Subject Name: Name as will be displayed to the end users
4. Subject Type: Theory, Lab or Project
5. Code: Subject code that will be used by all departments internally and officially to designate this subject.
6. Short Code; Short code for the subject as will be referred informally (for example OS for Operating Systems)
7. Subject Credits: Number of credits to be awarded to students
8. Number of Sessions: As the name indicates.



Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Master Data > Manage Subjects

Add Subject Create One More

Academic Department:

Program:

Regulation:

Section:

Subject Type:

Elective:

Code:

Short Code:

Subject Credits:

Internal Max:

External Max:

Number of Sessions:

Edit Subjects

Subjects can be edited by clicking on **Edit** button available in Option column. Bear in mind however that changes to the master subject data can have wide ranging impact across the application. For example, changing the Number of Credits could impact the CGPA and GPA of students that have already taken this subject and have been awarded grades.

Whenever a subject needs to be changed, please evaluate the changes for wider impact and consider creating the subject again with a new regulation so as to not disturb the data that is already in the system.

Delete Subjects

Subjects can be deleted by clicking on **Delete** button available in Option column. Subjects can only be deleted when there are no child records created for this, for example, the subject being added on a Scheme of Instructions etc.

Scheme of Instructions

This is where Batches, Subjects and Faculty come together.

View Scheme of Instructions

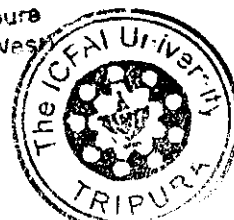
Menu Navigation: Master Data – Scheme of Instructions

Search Criteria: In order to choose whether batches are mapped with the particular subjects and respective faculty, use the following search criteria

1. Department*
2. Program*
3. Section*
4. Batch Year*

Search Results will navigate to the other screen which includes the following

Dr. Th
Registrar,
ICFAI University Tripura
Kanchaghat, Tripura (West)



1. Academic Department*
2. Subject*
3. Subject Code
4. Faculty Department
5. Faculty
6. Internal Max*
7. External Max*
8. No.of Sessions*
9. Add to Attendance%*

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | [User] | Log Out

You are here: Master Data > Scheme of Instructions

(CSE-WGCEC) CSE R Year Sem 2 (22-01-2020 - 31-12-2020)

Academic Department: CSE-WGCEC
 Subject: [Select]
 Subject Code: [Select]
 Faculty Department: CSE-WGCEC
 Faculty: [Select]
 Internal Max: [Select]
 External Max: [Select]
 No of Sessions: [Select]
 Add to Attendance %: Yes

[Assign] [Cancel]

SNo	Subject Code	Subject Dept	Subject	Faculty	Int Max	Ext Max	Add to Attendance %	No of Sessions	Option
THEORY									
1	221AK	CSE	BASIC ELECTRONICS ENGINEERING	[Assign>Show]	25	75	Yes	40	[Edit]
2	201S	CSECAPC	Computer Design	[Assign>Show]	25	75	Yes	40	[Edit]

Create Scheme of Instructions

Scheme of Instructions are created after choosing all the above columns(i.e.. from Search Results screen) and then clicking on assign button.

Scheme of Instructions can also be created by directly copying the subjects that were assigned to the previous batch of the same section by clicking on **Copy** button available on the same screen.

Note: If there is Regulation mismatch, cannot copy the scheme of instructions of previous batch to the newly created batch.

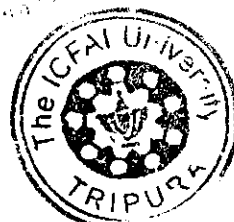
- Once the Subjects and faculty are mapped, you can view them below the screen.
- You can add more than one faculty to the same Subject.

Edit

Scheme of Instructions can be edited by clicking on Edit button. Changes that can be done on Scheme of Instructions are:

1. Changes to internal and external marks
2. Add to attendance %
3. Number of sessions
4. Faculty changes

0275
 Registrar,
 ICFAI University Tripura
 Waranighat, Durgam, Agartala





You are here: Master data > Scheme of Instructions

Edit CSE II Year Sem 2

Subject Code	Subject Desc	Subject	Faculty	Int Hrs	Ext Hrs	Add to Attendance %	No of Sections	Option
12345	CSE	Basic Electronics & Computer Graphics	Arjun Saha	20	10	Yes	40	Alternative etc.

[Update](#) [Cancel](#)

Delete

Scheme of Instructions can be deleted by clicking on Delete button. Subjects can only be deleted from the scheme when it has no child records yet, for example, a timetable for the scheme, or attendance entries for the subject/section for the current term etc.

Manage Lab Batches

For Labs or Projects, where the entire class strength cannot be accommodated in the lab at the same time, different batches are created such as Batch 1, Batch 2..., Batch n. Each batch may have the class at a different time by a different faculty.

View Lab Batches

Menu Navigation: Master Data – Manage Lab Batches(or View Lab Batches)

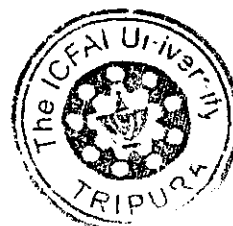
Search Criteria: In order to assign students to a particular batch, search the students for the following

1. Department
2. Program
3. Section*
4. Subject Type

Search criteria will result with the following columns

1. S.No
2. Section
3. Subject
4. Option(which includes assign button)

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Create Lab Batches

Batches can be created by clicking on assign button of respective Section and Subject, choose the no. of batches you want to create

Edit Lab Batches

Batches can be edited by clicking on Edit button

Delete Lab Batches

There is no possibility of deleting the Lab Batches

Manage Timetable

This screen allows the user to create Time Table for all the Section. The first time a timetable is created for a section, a structure has to be assigned. Timetable structure is a definition of start and end time of classes, number of periods per day along with default time span for each period.

Once a structure is assigned to a section, it cannot be changed. Please get in touch with your onEdu support team in case such a situation arises.

View Time Table

Menu Navigation: Master Data → Manage Time Table

Search Criteria: In order to view the Timetable for a particular section, search for the following

1. Department
2. Program
3. Section
4. Semester

Search criteria will result the following columns

1. S.No
2. Section
3. No.of Hours
4. Time(From Time-To Time)
5. Option(view, Publish/Unpublish)

Create Timetable

Timetable can be created by clicking on **Create New** button

Edit Timetable

Timetable cannot be edited but subject can be edited by clicking on **edit** button present on each subject after viewing the Timetable of each section



You are here: Master data > Manage Time Table

B.A. B.P.S.M 3rd Year Sem 1 (21-07-2020 - 31-03-2021) Date: 25/02/2021

Time Slot	09:15 - 10:05	10:05 - 10:55	10:55 - 11:45	11:45 - 12:35	12:35 - 13:25	13:25 - 14:15	14:15 - 15:05	15:05 - 15:55	15:55 - 16:45	16:45 - 17:35
Mon, 22nd Feb	INTERNATIONAL RELATIONS (Public) (101) - Degree Batch F, M	COMMUNITY OUTREACH (Public) (102) - Degree Batch F, M	PENINSULAR POLITICS (Public) (103) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (104) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (105) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (106) - Degree Batch F, M	ADVANCED INTERNATIONAL RELATIONS (Public) (107) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (108) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (109) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (110) - Degree Batch F, M
Tue, 23rd Feb	PENINSULAR POLITICS (Public) (103) - Degree Batch F, M	ADVANCED INTERNATIONAL RELATIONS (Public) (107) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (104) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (105) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (106) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (108) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (109) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (110) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (111) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (112) - Degree Batch F, M
Wed, 24th Feb	INTERNATIONAL RELATIONS (Public) (101) - Degree Batch F, M	COMMUNITY OUTREACH (Public) (102) - Degree Batch F, M	PENINSULAR POLITICS (Public) (103) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (104) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (105) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (106) - Degree Batch F, M	ADVANCED INTERNATIONAL RELATIONS (Public) (107) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (108) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (109) - Degree Batch F, M	INTERNATIONAL RELATIONS (Public) (110) - Degree Batch F, M

Delete Timetable

Timetable cannot be deleted but subject can be deleted by clicking on **delete** button present on each subject after viewing the Timetable of each section

Manage Combine Classes

It is a common occurrence to combine several different sections into a single class for logistical reasons. For example, a language class that is common for multiple sections. When such a combination has more than the strength that can be accommodated in a single classroom, it is also possible that the combined class may be split into batches - each batch having the same class at a different time or taken by a different faculty (even at the same time).

It is possible to handle such scenarios in onEdu with appropriate planning and configuration.

Menu Navigation: Master Data-->Manage Combined classes(or View Combined Classes)

Search Criteria: Combined classes can be Searched for the following criteria

1. Department
2. Program
3. Subject types
4. Batch Year

Search criteria results the following columns

1. S.No
2. Subject
3. Section
4. No.of batches
5. Option(Edit)

All subjects that are common between two or more sections are displayed in a single row. In the Section column, the list of sections along with the number of students that have opted for this subject are displayed.

(Handwritten Signature)
K. K. A. University, Tripura
Kamalghat, Tripura (West)



You can define the number of batches you would like to create for the combined class. In case you do not want to create a combined class, leave the number of batches value as 0.

Manage Rooms

This screen allows user to search for particular room

View Rooms

Menu Navigation: Master Data → Manage Rooms

Search Criteria: Rooms can be searched for the following criteria

1. Building Name
2. Room Number
3. RF
4. ID Code
5. Status

Search results will display the following columns

1. S.No
2. Building Name
3. Room Number
4. Room Name
5. RF Id Code
6. RF ID IP No
7. Capacity
8. Exam Seating Capacity
9. Room Type
10. Status
11. Option(Edi/Delete)

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Master Data > Manage Rooms

Search Criteria

Building Name: Room Number: RF ID Code:

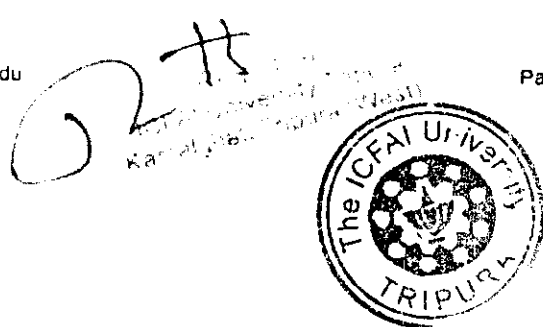
Status:

Search

Create New

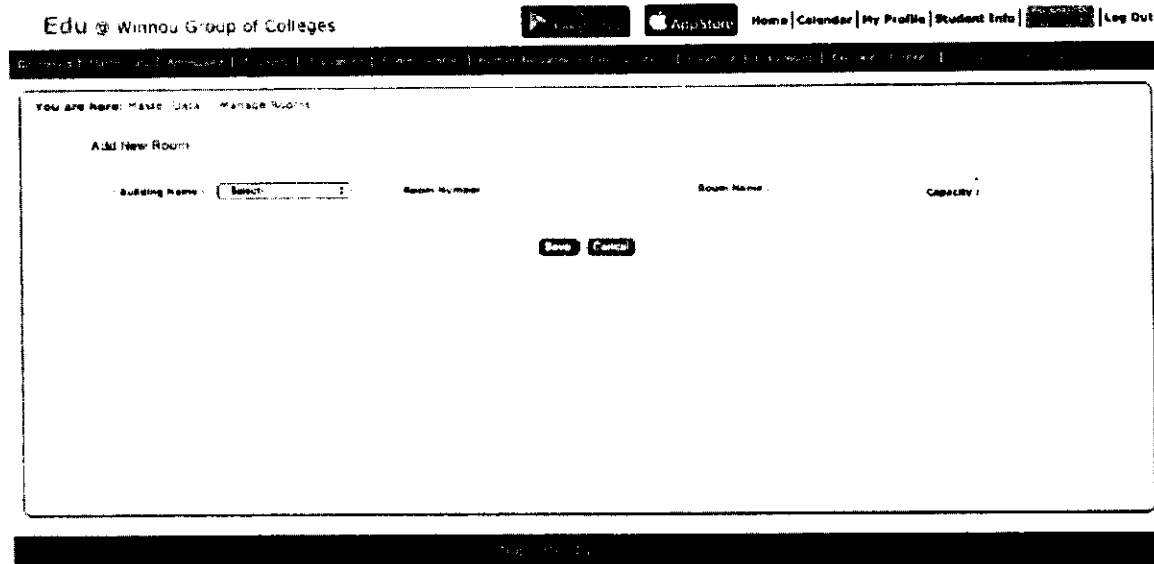
Search Results

S.No	Building Name	Room Number	Room Name	Capacity	Status	Option
1	Building A	101	Room 101	50	Active	InActive Edit Delete
2	Building A	102	Room 102	50	Active	InActive Edit Delete
3	Building A	103	Room 103	50	Active	InActive Edit Delete
4	Building A	104	Room 104	50	Active	InActive Edit Delete
5	Building A	105	Room 105	50	Active	InActive Edit Delete
6	Building A	106	Room 106	50	Active	InActive Edit Delete
7	Building A	107	Room 107	50	Active	InActive Edit Delete
8	Building A	108	Room 108	50	Active	InActive Edit Delete
9	Building A	109	Room 109	50	Active	InActive Edit Delete



Create Room

Room can be created by clicking **Create New** button



Edit Room

Room can be edited by clicking on **Edit** button available in Option column

Delete Room

Room can be deleted by clicking on **Delete** button available in Option column

Role permissions

Access to features in onEdu is based on a role that is assigned to the user. A user may be assigned multiple roles, in which case, the combination of all permissions assigned to all the roles of the user will be applied.

View Role permissions

Menu Navigation: Manage Data → Role Permissions

By selecting the role and clicking on View button, will list out all the menus that are assigned to that role

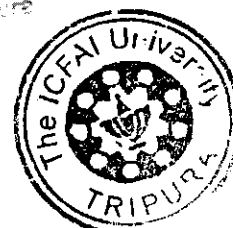
Create

New permissions can be assigned to the role, by using the update option.

Edit

User can edit the role permissions by clicking on update button. Existing feature access can be removed and new permissions can be given to access other features using this screen.

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Registrar,
University of Tripura



You are here: Master data - Role Permissions

Add Permissions for System Admin
College : Winnou Business School

S.No	Name
1	Academics
2	Accounts
3	Admin
4	Admission
5	Attendance
6	Classroom
7	Classroom Details
8	Classroom Schedules
9	Classroom Students List
10	Classroom Teacher Requests
11	Classroom Teacher Schedules
12	Classroom Teacher Timetable
13	Classroom Timetable
14	Classroom Timetable Details
15	Classroom Timetable Schedules
16	Classroom Timetable Students List
17	Classroom Timetable Teacher Requests
18	Classroom Timetable Teacher Schedules
19	Classroom Timetable Timetable
20	Classroom Timetable Timetable Details
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94	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Students List
95	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Teacher Requests
96	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Teacher Schedules
97	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable
98	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Details
99	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Schedules
100	Classroom Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Timetable Students List

Delete

Existing permissions can be removed using the Update option.

Upload Subjects

Master subject list can be uploaded from a spreadsheet. This feature is usually used during the initial implementation of onEdu. However, it may also be useful when regulations change and all the subjects would have to be uploaded again for the new regulation.

Upload Schemes

While Scheme of Instruction can be defined one section at a time, it also be uploaded in bulk in case the schemes are available in a spreadsheet in the required format. This feature is used extensively during the initial implementation phase.

Upload Timetable

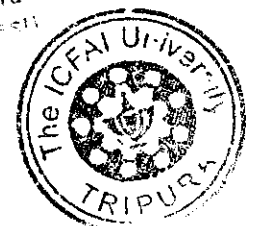
This screen allows user to upload the Timetable in the excel format by specifying Timetable Start Date and Timetable End Date .

For reference, screens allows to download the excel format by clicking on **Download Sample XLS**

By Default, the screen shows list of all the uploaded files with the following columns

1. S.No
2. File Name
3. Created By
4. Created On
5. Options(which include Success/ Failure)

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You are here: Master data > Upload Timetable

Upload Timetable View Courses Download Sample PLS

From Date : Classwork Start Date : Classwork End Date : To Date :

File To Upload : Choose File To Upload

Manage Fees Dues

Students have to pay the fees listed in this screen (as active) before they can register for courses. Exception cases can be handled by defining the Roles that can approve students that flout this rule.

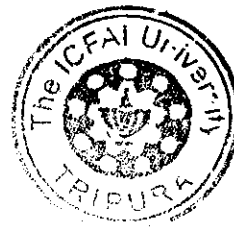
View Due List

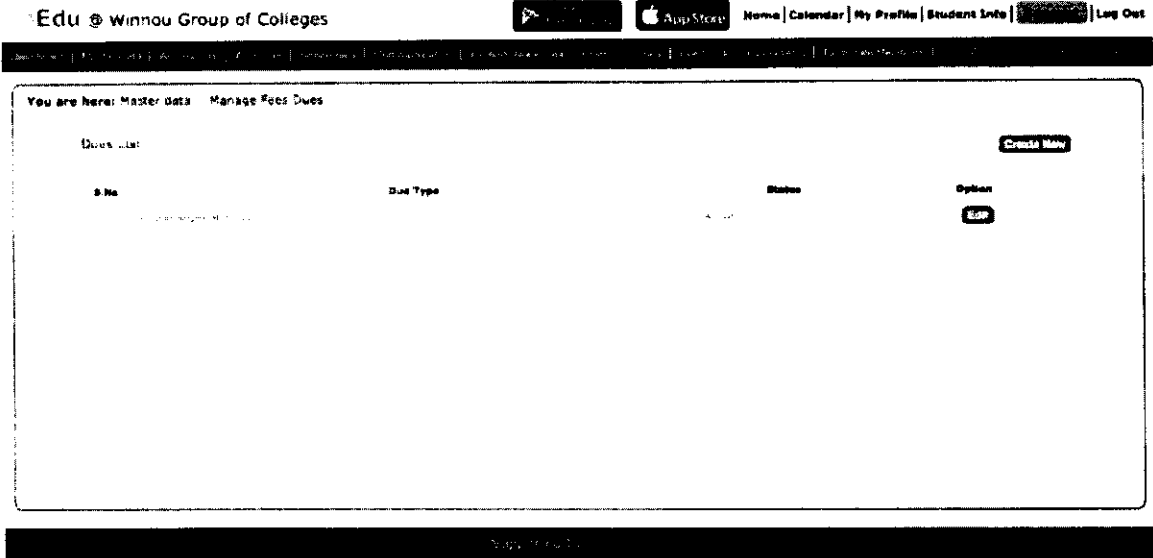
Menu Navigation: Master Data – Manage Fees Dues

This screen displays all the **Dues List** with the following columns

- 1. S.No
- 2. Due Type
- 3. Status
- 4. Option


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When a fee type is listed as active, then it has to be paid by the student before they can register for courses for the term.

Create Due List

New types of fees can be added to the list of fees that the student has to pay before they are allowed to register for courses.

Edit Due List

Due List can be edited by clicking on Edit button available in Option column

Delete Due List

There is no possibility to delete Due List. Fees can however be made inactive and then the students can continue to register for courses even without paying this fee.

Assign Fees Dues to Roles

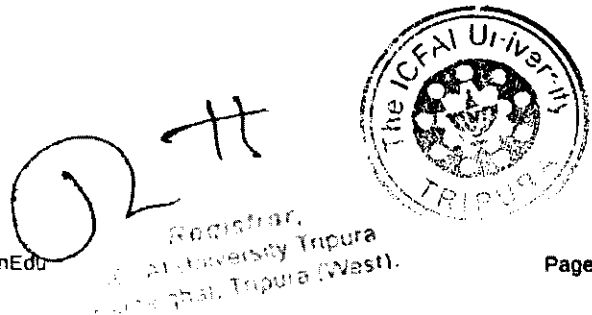
View

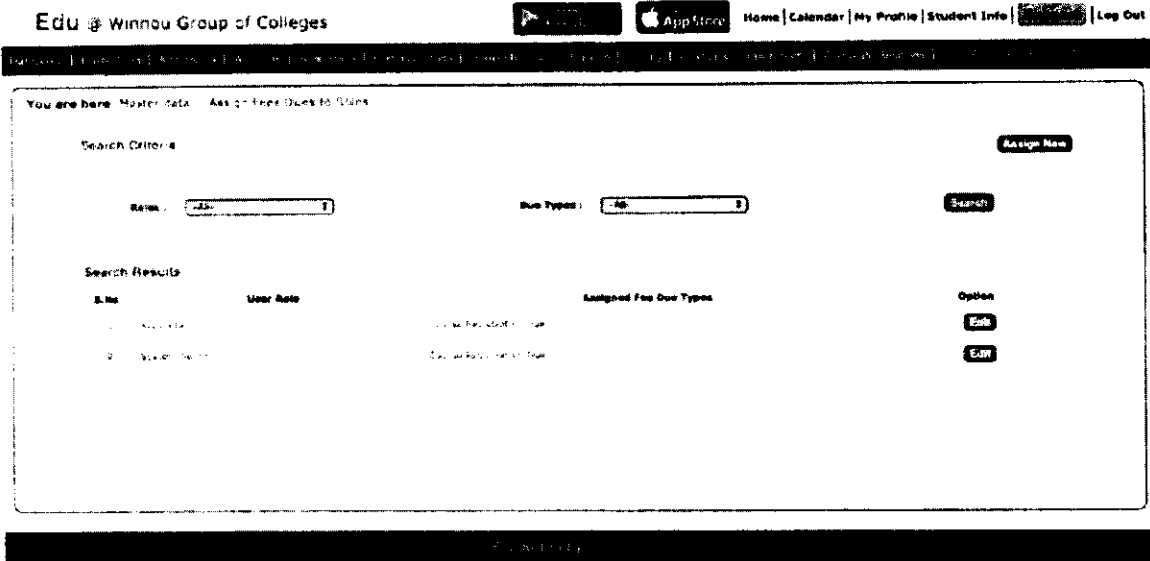
Menu Navigation: Master Data – Assign Fees Dues To Roles

This screen allows user to search for Due Type Assigned to which Roles and vice versa

Search criteria results the following columns

1. S.No
2. User Role
3. Assigned Fee Due Types
4. Option(Edit)





Create or Assign Fees Due Type to Roles

Fees Dues can be assigned to Roles by clicking on **Assign New** button. Typically System Administrator role will have access to approve fees due, so specific students can continue to register for courses.

Admissions

College and University level admission records are maintained here. While online admissions portal is a separate module that is tightly integrated with onEdu, admissions records are also maintained in onEdu.

The online admissions portal functionality is out of scope of this document. If online admissions portal is implemented, admitted students information is transferred to onEdu and made available here in this module.

Admission Form

Menu Navigation: Admissions – Admission Form

Admissions form in onEdu is a configurable screen. This form can be configured at instance level allowing each college and University to customise this form to their requirement. For example, a PG institute may include Bachelors academic records in their admission form, but a purely Bachelors degree granting institution may chose to ignore these details as their applicants will be primarily high school graduating students.

By default, onEdu comes with a configured application form. During implementation, onEdu and the admissions team at the institution will review the requirements and then configure the screen to suit the needs. The admissions team should ensure that their application forms are in alignment with the admission form defined here.

Applicant information submitted by the students can be captured into onEdu using this admission form. This can be done by either:

1. College staff taking ownership to transfer information from physical application forms into this screen. (tedious process)
2. Use uploadstudents feature to upload a limited set of information for a large number of students

(just the mandatory information to created a login). Then allow the students to login and change/update their information in the admissions form. On a regular basis, the information in this screen is only displayed to the students, but where required, edit permission can be given to students to edit their own information for a limited time period.

The configuration can only be done by onEdu team with backend database access. Changes to an existing admission form can also be done by onEdu support team. Please contact onEdu support team.

Allot Roll Numbers

Menu Navigation: Admissions – Allot Roll Numbers

This feature allows an Institution to allocate permanent roll numbers (or hall ticket numbers, or student ID numbers) to students. Prior to this allotment, students are usually referred to by their admission application form number. Many institutions prefer to allot roll numbers based on their criteria such as a) intelligent roll numbers that indicate the year of admission, department and a serial number b) the alphabetical order, sorted by student name

Careful! When a student's rollnumber is changed using this screen, their login name will be changed as well. Students can be intimated about their new logins using the SMS feature.

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Home | Calendar | My Profile | Student Info | Log Out

Home | Admissions | Allot Roll Numbers | Student List of PGP 1 Year Sem: 2

You are here: Admissions > Allot Roll Numbers

Student List of PGP 1 Year Sem: 2

Seq	Roll No.	Student Name	Permanent Roll No.
1	WNN20141	PULUJABAI	
2	WNN20142	BAJAJAN KUSUMAMBA BAJAJAN	
3	WNN20143	PREETI BARI	
4	WNN20144	ABDULLAH AHMED ALI SHEEP ALI KARAL	
5	WNN20145	RAJESH KUMAR	
6	WNN20146	BIJAY KUMAR	
7	WNN20147	SHRUTI DEBESA MAHANTA	
8	WNN20148	RAJESH KUMAR	
9	WNN20149	SURANJANA BANERJEE	
10	WNN20150	SHREYANSH	
11	WNN20151	SHEEBAK TANK	
12	WNN20152	CHINMAY	
13	WNN20153	MAHESH KUMAR	
14	WNN20154	ANURAG KUMAR	
15	WNN20155	ANURAG KUMAR	
16	WNN20156	NITIN KUMAR	
17	WNN20157	UMA HARI SWAGAT KUMAR	

Roll numbers can be allotted one student at a time manually, or automatically assigned. To allot automated roll numbers, you can choose to enter a prefix and a beginning sequence number and click Apply button. Roll numbers for the selected section are automatically calculated based on the prefix and sequence number and pre-filled for every student in the section. If you are satisfied with the numbers allotted, you may save the information by clicking on Save button at the bottom of the screen.

Upload Students

Menu Navigation: Admissions – Upload Students

An excel sheet with a list of students in predetermined format can be uploaded to onEdu using this feature. The basic mandatory fields are included (admission number, student name, gender and father name) so that student records can be created. In addition, optional fields that can be uploaded here are



- student phone
- student email
- parent phone
- parent email
- join date (specific to each student)

The excel format required can be downloaded from this screen.

Students can be uploaded for any section that is currently active. Once the section is selected, enter a joining date to be used for all the students in the list. The join date can be later changed for individual students as necessary.

Edu @ Winnou Group of Colleges

You are here: Admissions > Student Upload

Upload Students

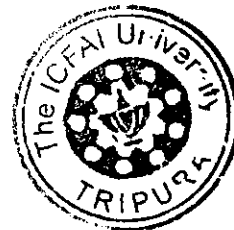
Department: [Select] Program: [Select] Section: [Select] Date Of Admission: [Select]

Download Sample XLS

Upload XLS File: [Choose File] [Upload]

After uploading the excel sheet with data, an intermediate screen to review the data being uploaded will be displayed. You will be able to review the information and then confirm or revert back the upload.

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Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions -> Student Upload

Review and Confirm to Save

Uploading student list to EDU Year Sem 1 (24-02-2021 to 31-05-2021)

S.No	Roll No.	Student Name	Gender	Father Name	Student Mobile	Parent Mobile	Student Email	Parent Email	Join Date
1	W12001001	Aranya Khatun	Female	Harish Khatun	9856123456	9856123456			24-02-2021
2	W12001002	Aranya Khatun	Female	Harish Khatun	9856123456	9856123456			24-02-2021
3	W12001003	Aranya Khatun	Female	Harish Khatun	9856123456	9856123456			24-02-2021
4	W12001004	Aranya Khatun	Female	Harish Khatun	9856123456	9856123456			24-02-2021
5	W12001005	Aranya Khatun	Female	Harish Khatun	9856123456	9856123456			24-02-2021

Done Cancel

Move to Alumni

Menu Navigation: Admissions -> Move to Alumni

Students that have graduated and do not need an active login into the system as a student can be moved to an alumni role.

Alumni can continue to login to the system, but they will have limited access to onEdu that is specific to their role.

Within onEdu, the college can maintain the contact details of alumni and keep it updated for future communication purposes.

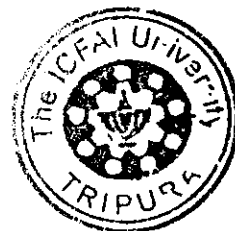
View Admissions

Menu Navigation: Admissions -> View Admissions

The list of students admitted to a program and academic year can always be looked up using this feature. You can search by School, Department, Program, Section and Batch Year.

A list of students admitted to your Institution for the search criteria is displayed as displayed in the screenshot below.

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You are here: Admissions > View Admissions

List of Students of Fashion Design program for 2020-2021

Sl.No	Roll No.	Student Name	Option
1	WIN2021001	Soumit Karmali	View Edit
2	WIN2021002	Varsha T	View Edit
3	WIN2021003	Arpita K	View Edit
4	WIN2021004	Chinmay S	View Edit
5	WIN2021005	Manoj Nathana	View Edit

[Back](#)

You can further view or edit the details in the admission form for each student. Edit permission is only available for system administrator role, or in specific cases given to students for a limited period of time to update their details. Please get in touch with your onEdu support team in case you would like to give this ability to update to students. It is turned off by default to ensure sanctity of the information as submitted in the admission application form.

Admission Details

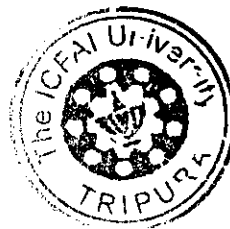
Student Contact Changes

Menu Navigation: Admissions – Student Contact Changes

Student contact details (such as student phone and email and parent phone and email) can be changed in onEdu at any time by the appropriate role. You can also search for a list of students in a section that do not have any of the above contact information.

On the search results page, you can choose to update one student at a time, or all students at the same time. You can also print or export the information into an excel sheet for further follow up with the students.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions > Student Contact Changes

Students list of (Arts & Design-WOCPDC) PD: Year Sem I

S.No	Roll No.	Student Name	Father Name	Mobile No.	Parent Mobile No.	Student E-Mail ID	Parent E-Mail ID	Option
1	W1N201001	Suresh Kumar	Ramesh Kumar					Update
2	W1N201002	Ujjwal	Ramesh					Edit
3	W1N201003	Ujjwal	Ramesh					Print
4	W1N201004	Ujjwal	Ramesh					Edit
5	W1N201005	Harish Mahanta	Ramesh					Print

Back

Readmit Students

Menu Navigation: Admissions – Readmit Students

Students detained earlier can be readmitted back to your Institution into any section. You can choose to search by a rollnumber or a student name, or perform a blind search for all detained students.

For each student to be readmitted, select a section to readmit to, and then save the information by clicking on the Readmit button.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions > Readmissions

Search Criteria

Roll No. : Name : Search

Search Results

S.No	Roll No.	Student Name	Detained In	Status	Readmit to	Readmit Date	Option
1	W1N201001	Suresh Kumar	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
2	W1N201002	Ujjwal	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
3	W1N201003	Ujjwal	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
4	W1N201004	Ujjwal	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
5	W1N201005	Harish Mahanta	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
6	W1N201006	NAGAR SHYAM NARAYAN	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
7	W1N201007	AYUSH KUMAR	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
8	W1N201008	ANURAG KUMAR	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
9	W1N201009	RANJAN KUMAR	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
10	W1N201010	ANURAG KUMAR	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit
11	W1N201011	ANURAG KUMAR	B Sc. B. A. C. I Year A (22-01-2020 to 31-06-2020)	Detained (Shortfall attendance)	Select Batch	24-02-2021	Readmit

Readmitted students become active and their updated status is visible in Student Info section immediately. They are also allowed to register for courses and attend classes in the section that they have been readmitted to.

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Student Certificates

Menu Navigation: Admission – Student Certificates

This screen allows to digitally upload student certificate into the system for your future purposes. You can also print the list of certificates added against a student.

Search Criteria: List of students can be searched for using the following criteria:

1. Department
2. Program
3. Section
4. Roll Number

Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Student Name
4. Section
5. Certificate Deposited

Academics

Edit Student Admit Date

Menu Navigation: Admissions – Edit Student Admit Date

Student join date is used in calculating attendance. Classes conducted only after the join date are used in calculating the student attendance percentages, that are used eventually in other areas of application such as determining eligibility for exam etc.

This screen here can be used to change the join date for a single student or for all students of a term.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions > Edit Attendance Join Date

Edit Attendance Join Date of FD I Year Sem I

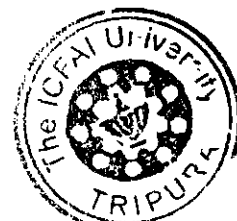
Department: Program: Section:

Check All	S.No	Roll No.	Name	Date of Join	Action
<input type="checkbox"/>	1	WIN201306	SARITA	14/02/21	<input type="button" value="Edit"/>
<input type="checkbox"/>	2	WIN201307	ARSHITH	14/02/21	<input type="button" value="Edit"/>
<input type="checkbox"/>	3	WIN201308	PRANAV	14/02/21	<input type="button" value="Edit"/>
<input type="checkbox"/>	4	WIN201309	MANU MEENA	14/02/21	<input type="button" value="Edit"/>

Date of Join

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Discontinue Students

Menu Navigation: Admissions → Discontinue Students

When students drop out, or transfer out of your institution permanently, you can use this feature to mark them as discontinued. Discontinued students will become inactive and lose their login to onEdu. They will also not be eligible for library book transactions, class attendance, placements and other areas of onEdu.

However, discontinued students can continue to pay any pending fees and they will show up in fee due report in case they have any pending fee.

Students can be discontinued one student at a time.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | **Discontinue** | Log Out

You are here: Admissions → Discontinue Students

Search Criteria

Roll Number: WIN2021001 Name: Search

Search Results

Sl.No	Roll No	Student Name	Department	Current Status	Status	Remarks	Discontinue Date
1	WIN2021001	Sanku Raju	Art & Design - WAKFDC	EE (Last Term) (24-02-2021 to 31-01-2021)	Discontinue	Volume of attendance: 2021-02-14	

Section Transfer

Menu Navigation: Admissions → Section Transfer

Students can be transferred from one section to another within the same department and year. A student from CSE IV year Sem 1 A can be transferred to CSE IV year Sem 1 B. They cannot be transferred to other terms.

In case you would like to promote or detain a student, there are specific features developed for that.

Detain Students

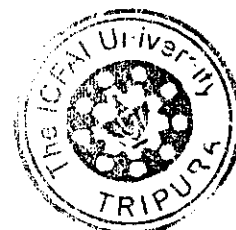
Menu Navigation: Admissions → Detain Students

Students can be detained in a term for

1. shortage of attendance
2. shortage of credits

There is no automated detention of students in onEdu. Each Institution based on their detention rules will have to manually identify the students to be detained and use this screen to detain the students.

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You are here: Admissions - Student Detention

Search Criteria

Roll Number : Name :

Search Results

S.No	Roll No	Student Name	Current Status	Details to	Details Reason	Action
1	WOC2021001	JANUJIT	FD (Year Sem 1) (WOCFC)	<input type="button" value="Select Status"/>	<input type="button" value="Details Reason"/>	<input type="button" value="Action"/>

Detained students can later on be readmitted to make them active again.


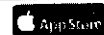

Download Student Info

Menu Navigation: Admissions -> Download Student Info

Institutions require student admission application information for a variety of internal and external purposes. All information on the application form is available for download on this screen.

You can select the fields that you would like to download for a given section or department or school. Admission year is a mandatory field on this screen, and at least one or more sections has to be selected to download the information.

Each field selected will be presented as a column in the downloaded excel sheet, with one row per student.

Edu @ Winnou Group of Colleges   Home | Calendar | My Profile | Student Info |  | Log Out

You are here: Admissions - Download Student Info

Search Criteria

College: Program: Department: Admission Year: Section:

Akaar Card Number

Name of the father/guardian

Name of the mother

Father Qualification

Occupation of the father/guardian

Annual income of the father/guardian (in INR)

Occupation of the mother

Annual income of the mother (in INR)

Place of birth of the candidate

Area of the candidate

Mother Tongue

Gender

Marital Status

Nationality

Religion

Category

Caste

Caste Name

Religion

Scholarship Eligibility

Roll Number

Date of Admission

Admission Number

Name of Admission

Bureau


Name of the Candidate

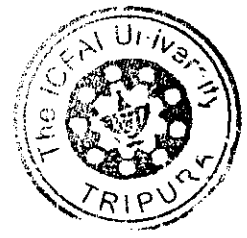
Date of Birth

Date of Birth (in month)

Reservation Status

Total/Obtainable Marks


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Amalghat, Tripura (West)



Promote Students

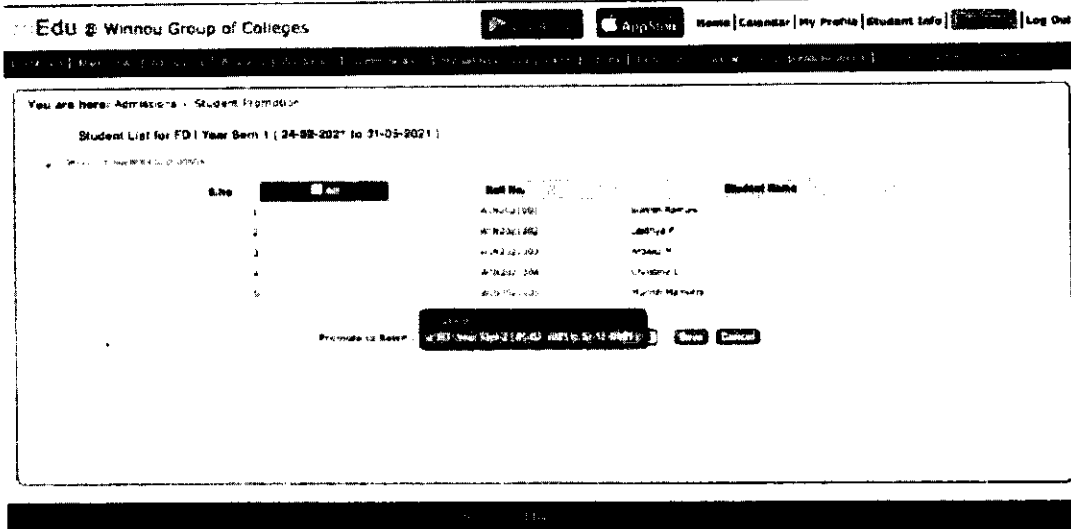
Menu Navigation: Admissions – Promote Students

At the end of a term, students have to be promoted to the next term if they qualify for promotion. Else, they can be detained using the Detain Students feature.

Students are promoted by selecting the current section they belong to. The list of students in that section is displayed and by default all the students are pre-selected for promoting. Any student not eligible for promotion can be unselected on this screen.

You will also be able to select the next term and section that the selected students have to be promoted to. The start and end dates for each eligible batch are displayed in the dropdown so as to aid in selecting the right batch.

This is a powerful feature that needs to be handled with responsibility.



Student Suspension

Menu Navigation: Admissions – Student Suspension

Students can be temporarily suspended for various reasons in onEdu. Either roll number or student name can be used to search for the student.

Start date and end date of suspension can be given. In addition, a reason category can be assigned and text input can be given to further comment on the reason for suspension.

To add more categories for suspension reasons, please get in touch with your onEdu support team.

Edu @ Winnou Group of Colleges Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions - Student Suspension

Search Criteria

Roll Number: Search

Search Results

S.No	Roll No	Student Name	Enrollm	Status	From Date	To Date	Category	Reason	Option
1	WNR002	SAHIL K...	24-02-2021	Active	24-02-2021	30-11-2021			Suspend

Free Filter
Drop Down
Clear

Change Student Course

Menu Navigation: Admissions – Change Student Course

Students can choose to change programs either in their 1st year immediately after admission, or further along in their course work. onEdu provides ability to handle such situations.

You would search for a student and then select the course that you would like them to be transferred to and save the record. This is a powerful feature that impacts the student records in multiple ways, including fee dues.

At present, fees for the new program is not automatically applied to the student. Please get in touch with your onEdu support team to update fee records for course transferred students.

Edu @ Winnou Group of Colleges Home | Calendar | My Profile | Student Info | Log Out

You are here: Admissions - Change Student Course

Student List for (Ans & Design-WGCFCDC) ED 1 year Sem 1 (24-02-2021 to 31-05-2021)

Note - Select the students to Transfer

S.No	Roll No	Student Name	Enrolling Date
1	WNR001001	Sahil Kumar	24-02-2021
2	WNR001002	Ladika P	24-02-2021
3	WNR001003	Akshay P	24-02-2021
4	WNR001004	Ujjwal K	24-02-2021
5	WNR001005	Harsh Mehta	24-02-2021

Transfer to Batch: Save Cancel

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Reports

Discontinued Students

Menu Navigation: Admissions – Discontinued Students

A list of discontinued students can be generated in onEdu. You can filter the results based on batch year, school, department and program.

You are here: Admissions > Discontinue Students Report

Discontinued Students List

Academic Year: College: Department: Program:

Search Results

S.No	Roll No	Student Name	Department	Discontinued Reason	Academic Year	Remarks	Discontinued Date	Status
1	[REDACTED]	[REDACTED]	Arts & Science (BSC/BA)	[REDACTED]	2020-2021	Shortage of attendance	24-07-2021	Discontinued

The generated list can be either printed or exported to excel based on need.

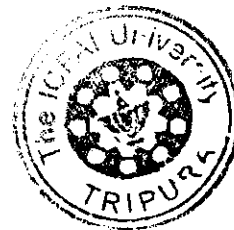
Total Student Count

Menu Navigation: Admissions – Total Student Count

The total student count report is a useful feature to review the student count active in the Institution at any point. It is a drill down report that provides summary level information at a school level, which can be drilled down to department, program, year and section level counts.

No input filters are available here.


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You are here: Admissions - Total Student Count

Total Student Count: 34

Total Active Student Count: 34

Winnou Business School: 30

S.No	Department	Year	Subsection	No. of Students
1	Management - BBA	1	A	30
Total				30

Winnou Fashion Designing College: 4

S.No	Department	Year	Subsection	No. of Students
1	Art & Design - Fashion Design	1	A	4
Total				4

Total: 34

The generated list can be printed or exported to a spreadsheet for further analysis.

Detained Students List

Menu Navigation: Admissions - Detained Students List

This report generates a list of all detained students. An SMS can be triggered from this screen to inform the detained students of any updates in readmit process or dates.

You are here: Admissions - Student Detention List

List of Current Detained Students

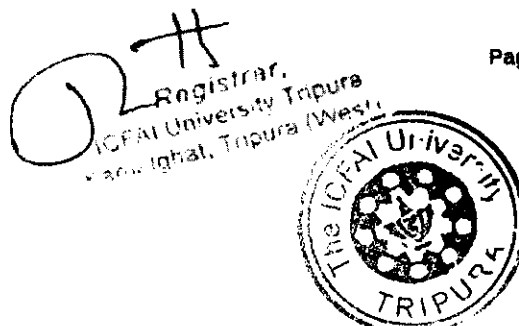
Academic Year:

S.No	S.No	Name	Section	Detained Due to	Profile
26	WIN22244	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
27	WIN22245	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
28	WIN22246	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
29	WIN22247	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
30	WIN22248	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
31	WIN22249	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
32	WIN22250	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
33	WIN22251	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
34	WIN22252	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996
35	WIN22253	SHYAMJI NEWTON	B.Sc. B.C.C. Year - A (22-01-2020 - 20-06-2020)	Shortage of Attendance	233457996



SMS can only be sent to students that have a mobile number associated with their contact details.

Student Suspension Report

Menu Navigation: Admissions - Student Suspension Report



This report generates a list of students that are suspended for a college/school and batch year.

Edu @ Winnou Group of Colleges  Home | Calendar | My Profile | Student Info |  | Log Out

You are here: Admissions > Student Suspension Report

Search Criteria

College: Academic Year:

Search Results

S.No	Roll No	Name	Section	Suspended From	Suspended To	Category	Reason	Current Status	Remark
1	AI022102	Suspended	

The list can be printed or exported to a spreadsheet for further analysis.

Admission Register

Menu Navigation: Admissions – Admission Register

This is a standard report available in onEdu to extract admission information for a school, department, program and batch year.

A similar and more versatile report would be the 'Download Student Info' report that is also available in onEdu.

This report may be discontinued in future versions of onEdu.

Download Student Photos

Menu Navigation: Admissions – Download Student Photos

Student photos can be downloaded as a zip file. When unzipped, each student's photo is available as an individual file identified by their roll number as the file name.

Fee Setup

Definition

Fee setup in onEdu can be configured in multiple ways depending on the kind of requirement is needed for a particular college or a University. You can set it up like a full program fee in one go or it allows you to edit and add the fees for each semester/years at a university and a college level.

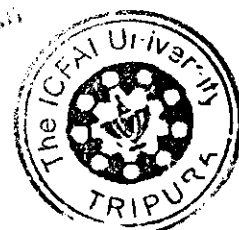
Create Fee Category

Menu Navigation: Accounts – Create New

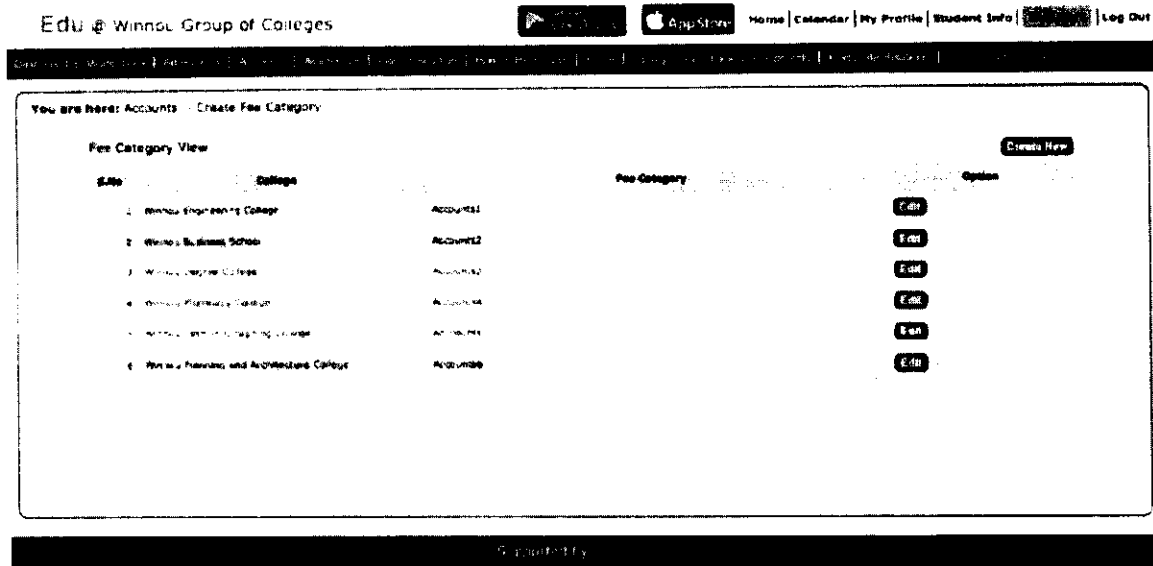
Using this you can define the 'Fee Category' based on your requirement like which fee types data to be populated in that particular fee category.

Create new will help you to select a particular college and add an associated fee category to it.

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Winnou Group of Colleges
Winnou Group of Colleges



This will allow you to filter the data in most of the account related reports.



Create Fee Types

Menu Navigation: Accounts – Create New or (Create Fee Types)

Create Fee Types: Using this feature you can add multiple fee types running at your college or a University. This also allow you to mark various links associated to a particular fee type like Admission Type, Scholarship Type, Refunded Type and Deposit Type.

Each fee type has a functionality to it as described below:

Admission Type: This fee will be associated with the admission instance which is built on top on onEdu, it allows you to view the admission fee data in both the instance parallel.

Scholarship Type: By selecting this option for a fee type which means this fees has a scholarship associated with it, any student who is getting a scholarship from government or University will be given as a waiver in the system. This will help the management to track the awarded scholarship to students on real time.

Refunded Type: This feature allows you to collect the security deposit types of fees (caution Deposit) into the system. You can view the data on real time and refund back the amount to student based on refund process.

Deposit Type: You can transfer the security deposit in case the student wants to peruse the higher education or change the school within the university.

Search Results are displayed in a table with the following columns.

1. S.No
2. Fee type
3. Fee Category
4. Scholarship Type
5. Admission Type
6. Refundable Type
7. Deposit Type



Accounting | Accounts | Fee Types | Add New Fee Type | Edit Fee Type | Delete Fee Type | [User Name] | Log Out

You are here: Accounts - Create Fee Types

Fee Type View

S.No	Fee Type	Fee Category	Scholarship Type	Admission Type	Refundable Type	Payment Type	Option
1	Admission Fee	Accounting - WGCEB	No	No	No	No	[Edit]
2	Admission Fee	Accounting - WGCEB	No	No	No	No	[Edit]
3	Admission Fee	Accounting - WGCEB	No	No	No	No	[Edit] [Delete]
4	Transportation Fee	Accounting - WGCEB	No	No	No	No	[Edit] [Delete]
5	Caution Deposit	Accounting - WGCEB	No	No	No	No	[Edit]
6	Tuition Fee	Accounting - WGCEB	No	No	No	No	[Edit]
7	Admission Fee	Accounting - WGCEB	No	No	No	No	[Edit]
8	hostel Fee	Accounting - WGCEB	No	No	No	No	[Edit] [Delete]
9	Caution Deposit	Accounting - WGCEB	No	No	No	No	[Edit] [Delete]
10	Admission Fee	Accounting - WGCEB	No	No	No	No	[Edit] [Delete]
11	Tuition Fee	Accounting - WGCEB	No	No	No	No	[Edit]
12	hostel Fee	Accounting - WGCEB	No	No	No	No	[Edit]
13	Caution Deposit	Accounting - WGCEB	No	No	No	No	[Edit]
14	Transportation Fee	Accounting - WGCEB	No	No	No	No	[Edit]

Assign Installments

Assign Installment: Accounts – Assign Installment

Create new button will help you to assign the number of installment associate with that particular fee type for that college based on the fee category. For example 'Admission Fee' is collected only once but 'Program Fee' is collected in installments for each sem sometimes in a year so this allows you to define it based on your needs.



Accounting | Accounts | Assign Installments | Add New Installment | Edit Installment | Delete Installment | [User Name] | Log Out

You are here: Accounts - Assign Installments

Fee Installment View

S.No	Category	Program	Fee Type	Installments
1	Accounting - WGCEB	B.A.P	Admission Fee	1
2	Accounting - WGCEB	B.A.P	Caution Deposit	1
3	Accounting - WGCEB	B.A.P	hostel Fee	1
4	Accounting - WGCEB	B.A.P	Transportation Fee	1
5	Accounting - WGCEB	B.A.P	Tuition Fee	1
6	Accounting - WGCEB	B.A.P	Admission Fee	1
7	Accounting - WGCEB	B.A.P	Admission Fee	1
8	Accounting - WGCEB	B.A.P	Caution Deposit	1
9	Accounting - WGCEB	B.A.P	Caution Deposit	1
10	Accounting - WGCEB	B.A.P	hostel Fee	1
11	Accounting - WGCEB	B.A.P	hostel Fee	1
12	Accounting - WGCEB	B.A.P	hostel Fee	1
13	Accounting - WGCEB	B.A.P	Tuition Fee	1
14	Accounting - WGCEB	B.A.P	Tuition Fee	1
15	Accounting - WGCEB	B.A.P	Admission Fee	1
16	Accounting - WGCEB	B.A.P	Admission Fee	1
17	Accounting - WGCEB	B.A.P	Admission Fee	1
18	Accounting - WGCEB	B.A.P	Caution Deposit	1
19	Accounting - WGCEB	B.A.P	Caution Deposit	1
20	Accounting - WGCEB	B.A.P	Caution Deposit	1
21	Accounting - WGCEB	B.A.P	Caution Deposit	1

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Create Fee Structure

This screens allow the accounts team to create fee structure. By default, winnou team defines all your fee structures and assign it to students as a part on implementation process. But for the new admitted students this screen will help you to create new fee structures.

Menu Navigation: Accounts → Create Fee Structure

Create new helps you to create new fee structures at a program level.You need to select/add the below feature while create a fee structure and most of them are mandate fields.

1. Program*
2. Fee Structure Name*
3. Batch Year*
4. Quota*
5. Currency Mode*
6. Edit by*
7. Show for all batches
8. Installment amount and due date

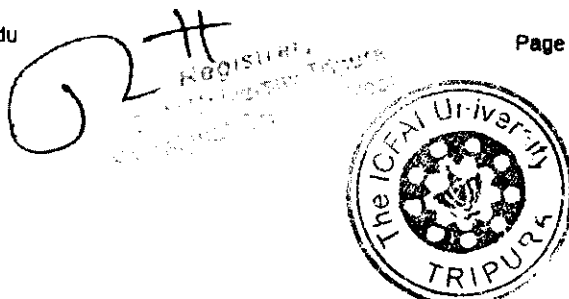
Assign Fee To Students

Menu Navigation: Accounts → Assign Fee to Students

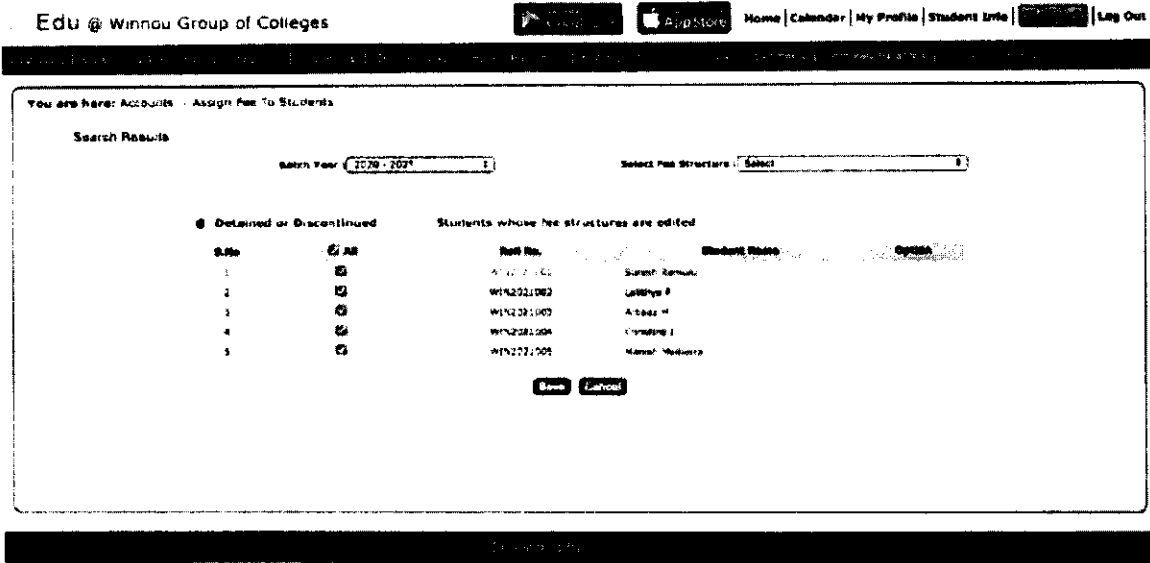
This screens helps you to assign associated fee structures to students at a section level. You need to select the following data in order to assign the fee structures to students.

1. Department
2. Program
3. Section
4. Batch Year

Based on the above selected data you will get the students list and new fee structure. Now you can assign the fee structure to selected students at one go or one at a time. This screen also gives you an option to view, delete or edit the assigned fee structure at a individual student level.



Note: The edit of fees will be available to user based on the permission given by the accounts team at the time of creating the fee structure. For a security purpose we do maintain the security logs for all the edit happening in the individual fee structures.



Fee Payment

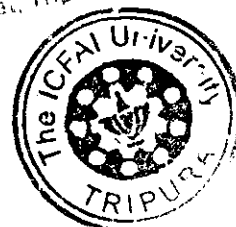
Definition

onEdu makes it so easy when it comes to fee payments either by staff or by students. onEdu gives both the features to clients the university can collect the fee using manual process or power to the student by making it online. Today, our mobile app is the easiest way to make the payment and download the receipt by users.

Fee Payment View

Menu Navigation: Accounts – Fee Payment View

This screen helps the user to see the entire fee payment details of the student and this screen is available for view purpose to these roles management, parent and the student. We can see the students payment pattern and due details with fee receipts as well.



You are here: ACCOUNTS > Fee Payments View

Fee payment details of Latithya P (2020-2021)

Name: Latithya P
Roll No: 19020001
Section: 1911001 (Sec 1)

Father's Name: Father 1
Address:

Details

Fee Type	Installment 1			Installment 2			Installment 3			Installment 4		
	Fee Amount	Due Amount	Due Date	Fee Amount	Due Amount	Due Date	Fee Amount	Due Amount	Due Date	Fee Amount	Due Amount	Due Date
Admission Fee	Rs. 100000	Rs. 100000	02-01-2020									
Tuition Fee	Rs. 450000	Rs. 450000	23-01-2020	Rs. 450000	Rs. 450000	13-06-2020	Rs. 450000	Rs. 450000	13-10-2019	Rs. 450000	Rs. 450000	13-02-2020
Hostel Fee	Rs. 200000	Rs. 200000	02-01-2020									
Total Due		Rs. 700000			Rs. 450000		Rs. 450000		Rs. 450000		Rs. 450000	

Back

Delayed Fee Payments

Menu Navigation: Accounts – Delayed Fee Payment

This feature helps you to verify the student online payment transaction status, and also allows you to manually run the query for clearing all delayed transactions, if any.

Search Results are displayed in a table with the following columns.

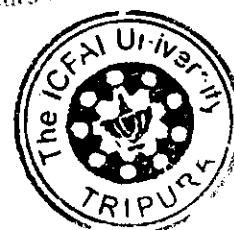
1. S.No
2. Roll Number
3. Name
4. Date
5. Amount
6. Transaction ID
7. Description

Fee Payment Upload

Menu Navigation: Accounts – Fee Payments Upload

This screen allows the accounts team to upload the previous semester fee receipts into the system. By default, winnou team will upload all the previous receipts into the system at the time of implementation process.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Fee Payments Upload

Fee Payments Upload

College list: [Select]

Upload RLB File: Choose File [No file selected]

Upload

Upload Log Download Sample File

Manage Scholarships/Faculty Waiver

Menu Navigation: Accounts – Manage Scholarships/Faculty Waiver

This feature allows you to award student scholarship and faculty waiver.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Manage Scholarships > Manage Scholarships

Manage Scholarships

Roll No: [Text]

Waiver Type: [Select]

Scholarship Date: [Text]

Amount: [Text]

Comments: [Text]

Save Cancel

Edit Fee Collection Data

Menu Navigation: Accounts – Edit Fee Collection Data

This feature is specially used to edit/update the previous year accounts records in order to correct the receipts data. This also maintain the user log records in case have edited/updated any record.

Search Criteria: Student payments records can be search by using following filter

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1. Batch Year
2. College
3. Department
4. Program
5. Section
6. Fee Category
7. Fee Type
8. From Date
9. To Date
10. Roll Number
11. Name
12. Receipt

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Edit Fee Collection Data

Search Criteria

Batch Year: [dropdown] College: [dropdown] Department: [dropdown] Program: [dropdown]
 Section: [dropdown] Fee Category: [dropdown] Fee Type: [dropdown] From Date: 01-11-2010
 To Date: 31-03-2021 Roll Number: [input] Name: [input] Receipts: [input]
 Lateral entry Regular

Search Results

Selected / Deselected / Lateral Entry

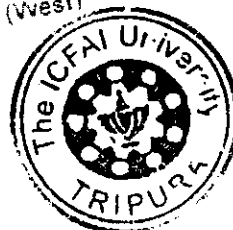
Sl No	Batch	Department	Program	Section	Batch	Admission No	Roll No.	Student Name	Batch	Year	Transportation Fee	Tuition Fee	Other Fee	Payment Type	Paid Date	IBB No / Transaction No	IBB Date / Receipt Date	Fee Amount	Transaction Date	Batch	Receipt No	Receipt Date		
1	18	AI	B.Tech	18	18	18	18	18	18	2018	18	18	18	Direct Fee	18	18	18	18	18	18	18	18	18	
											Rs. 20	Rs. 10	Rs. 20											
											Total	Rs. 20	Rs. 10	Rs. 20										

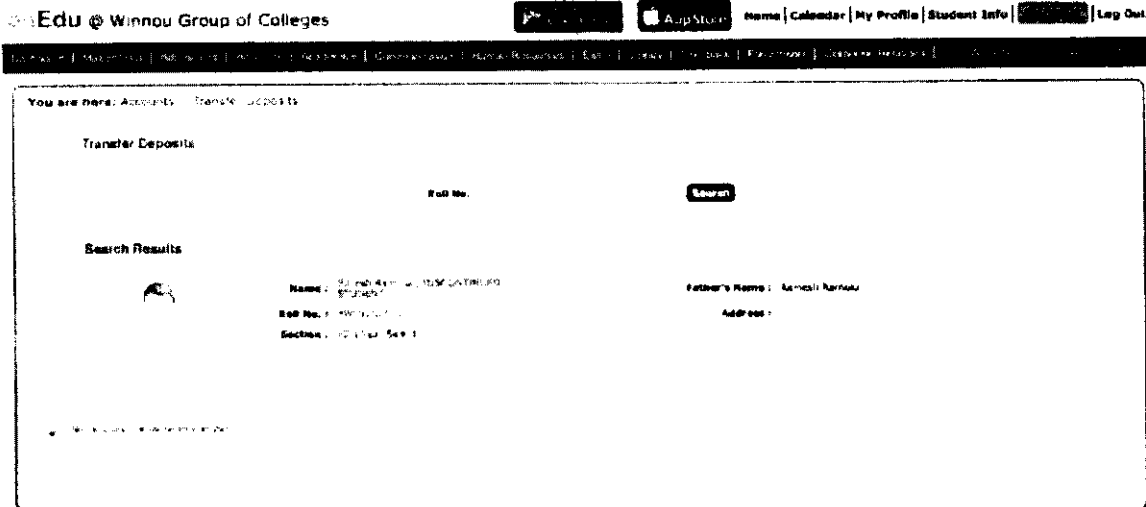
Transfer Deposits

Menu Navigation: Accounts – Transfer Deposit

This screen helps in transferring the student security deposit in case the student wish to change the school or education stream. Only the fee types which are added a 'Deposit' flag in 'Create Fee Types'screen will be considered here. This is only access by accounts team.

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Reports

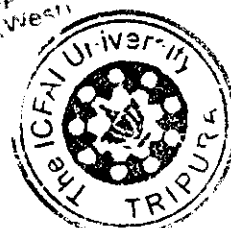
Definition onEdu offers a variety of reports to the University Management and most of the reports can be easily shared for internal as well as external auditing purposes. All the reports can be enabled and disabled as per your need based on roll.

All the reports can be easily printed or download in an excel format for record purpose.

Fee Duplicate Receipt

Menu Navigation: Accounts → Fee Duplicate Receipt

This screen allows the accounts team to issue duplicate certificates to students and parent in case they want it. You can simple search with the student roll number or student name to fetch the details.



You are here: Accounts > Duplicate Receipt

Search Criteria

Section: Roll No: Student Name:

Duplicate receipt(s) of paid fee for Lalithya P

Roll No: W19ACU10017
Name: Lalithya P
Father Name: Mithun J
Section: 4D (Year Sem 1)
Caste: Address:

S.No	Payment Date & Day	Amount Due	Details	Amount	Option
1	24/07/2019 (Wednesday)	WGC 2019/2020/19	1. Admission Fee 2. Tuition Fee 3. Mess Fee	Rs. 100000 Rs. 100000 Rs. 50000	<input type="button" value="Print"/>
Grand Total			Total	Rs. 250000	

Payment Mode: Cash Comment: Initial fee

Fee Due Report

Menu Navigation: Accounts – Fee Due Report

This is one of the most important report in onEdu today, which help the accounts and management team to see the fee defaulters in real time. It also allows you to filter the report with following options:

1. College
2. Department
3. Program
4. Section
5. Fee Category
6. Installment
7. Fee Type
8. Date
9. Quota

You can also send SMS alerts to all fee defaulters with their actual fee due data.

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You are here: Accounts > Fee Due Report

Search Criteria

College: Department: Program: Section:

Fee Category: Department: Fee Type: Date: 24-01-2021

Quote: Description:

Search Results

Sample Data: View Details | Refresh | Export to Excel | Print | Download | Add | Remove | Filter

Note: This report is generated for the system, with no manual intervention.

S.No	Roll No.	Student Name	Department	Program	Quote	Batch	Admission Fee (Rs.)	hostel Fee (Rs.)	Transportation Fee (Rs.)	Tuition Fee (Rs.)	Total (Rs.)
1	W2421301	SINHAJAL DEVI	A&B Design	Fashion Design	Commerce	2017-18	NA	NA	NA	100000	100000
2	W2421302	VASUDEV	A&B Design	Fashion Design	Commerce	2017-18	NA	NA	NA	100000	100000
3	W2421303	JAYALAKSHMI	A&B Design	Fashion Design	Commerce	2017-18	NA	NA	NA	100000	100000
4	W2421304	P. RAJANI	A&B Design	Fashion Design	Commerce	2017-18	NA	NA	NA	100000	100000
5	W2421305	ELANI S	A&B Design	Fashion Design	Commerce	2017-18	NA	NA	NA	100000	100000

Collection Report

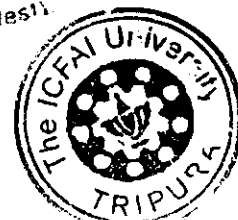
Menu Navigation: Accounts – Collection Report

This report helps you to view all the collected fees in the system. It has various feature like you can view by account category wise collection, fee type wise collection, student category wise collection and users who have collected the fees. It has verity of search filter which give you the real data for your better analysis.

Following are the search filters:

1. Batch Year
2. College
3. Department
4. Program
5. Section
6. Fee Category
7. Fee Type
8. Roll Number
9. Name
10. From Date
11. To Date
12. Student Category
13. Collected by
14. Admission Number
15. Payment Type

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 -alghat, Tripura (West)



You are here: Accounts > Collection Report

Search Criteria

Batch Year: [All] College: [All] Department: [All] Program: [All]

Section: [All] Fee Category: ACCOUNTS ACCOUNTS ACCOUNTS Fee Type: Admission Fee (ACCOUNTS) CASH DEPOSIT (ACCOUNTS) Hostel Fee (ACCOUNTS) Roll No.: [All]

Name: [All] From Date: 01-11-2020 To Date: 24-02-2021 Student Category: [Select]

Collected By: [All] Admission No.: [All] Payment Type: [All] Lateral Entry

Regular

Search

Search Results

Collection Summary

Admission Fee	Rs. 10000	Hostel Fee	Rs. 10000	Transportation Fee	Rs. 70	Tuition Fee	Rs. 18000
Total : Rs. 32070							

* Debarred / Discontinued - Lateral Entry

S.No	Admission No.	Roll No.	Department	Program	Section	Batch	Fee Category	Fee Type	Payment Type	Roll No.	Hostel No.	DOB	Gender	DOB	DOB	DOB	DOB	DOB	DOB
------	---------------	----------	------------	---------	---------	-------	--------------	----------	--------------	----------	------------	-----	--------	-----	-----	-----	-----	-----	-----

Fee Summary Report

Menu Navigation: Accounts – Fee Summary Report

This report was specially developed for reconciliation the records with the bank payment gateway reports. You can view this report in two different aspects one at a summary level and second at a detailed level. At summary level you can view the collection at a program level where in detailed level you can see individual student payment with all the necessary data.

A verity of search filter options are available to fetch the data in real time.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Fee Summary Report

Search Criteria

Summary Report Transactional Report

Batch Year: [All] College: [All] Department: [All] Program: [All]

Section: [All] Fee Category: [Select] Fee Type: [Select] From Date: 24-02-2021

To Date: 24-02-2021 Roll Number: [All] Name: [All] Receipt: [All]

Lateral Entry Regular

Search

Search Results

* Debarred / Discontinued - Lateral Entry

S.No	Department	Program	Section	No. of students	Admission Fee	Hostel Fee	Tuition Fee	Total
1	Arts and Design	Fashion Design	FD1 (Fashion Design)	1	Rs. 10000	Rs. 10000	Rs. 18000	Rs. 32000
Total				1	Rs. 10000	Rs. 10000	Rs. 18000	Rs. 32000

Collection Report Day Wise

Menu Navigation: Accounts – Collection Report Day Wise

Confidential document intended for the users of onEdu

Handwritten signature and stamp of The ICFAI University, Tripura. Includes page number "Page 47 of 97".

This reports helps you to view the collected data day wise. You will get to see the collection data in a summary format against all the fee types. Like other report this also gives you a verity of search filter for better analysis.

1. Batch Year
2. College
3. Department
4. Program
5. Section
6. Fee Category
7. Fee Type
8. From Date
9. To Date
10. Payment Type

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Collection Report Day Wise

Search Criteria

Batch Year: [All] College: [All] Department: [All] Program: [All]

Section/Section: [All] Fee Category: Select = Fee Type: Select = From Date: 24-02-2021

To Date: 24-02-2021 Payment Type: [All] Lateral Entry Regular

Search

Search Results

S.No	Date	Admission Fee	Accountant Medical Fee	Tuition Fee	Total	Payment Type
1	24-02-2021	Rs. 10000	Rs. 5000	Rs. 5000	Rs. 20000	Regular

Total : Rs. 20000

Process Refund

Menu Navigation: Accounts → Process Refund

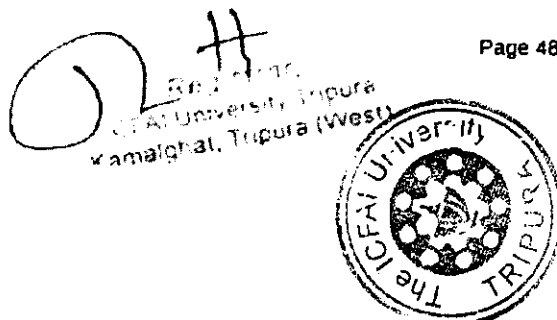
Process refund helps you to refund the fees collect from student at the time of admission. It helps you to search the student with college, section and roll number, you also have an option to see the status of student for whom the fees is not assigned and at the same time you get the list of student who have been given refund.

It is very simple to initiate a refund, you just have to search a student who have paid the fees and the click on refund this will take you to a transaction screen where you need to enter the refund amount, comments and select the payment mode, that's it. The refund details will be available in all the relevant areas and also at student and parent logins.

Fee Summary Installments

Menu Navigation: Accounts → Fee Summary Installments

This report is specially developed for ICAFI University, In addition to regular 'Fee Summary Report' it also allows you to view the program fee paid by student for all the semester.



Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts - Fee Summary Installments

Search Criteria

Batch Year: College: Department: Program:

Section: Fee Category: Fee Type: From Date: 24-07-2021

To Date: 14-02-2021 Roll Number: Name: Lateral Entry

Regular Show Installments

Search Results

S.No	Admission No.	Roll No.	Student Name	Department	Program	Roll No.	No. of Students	Admission Fee	hostel Fee	Tuition Fee	Total
1				App and Design	Fash an Design	FD1 Year Sem 1	1	Rs. 12000	Rs. 5000	Rs. 130000	Rs. 130000

Component wise Fee Due Status

Menu Navigation: Master Data → Component Wise Fee Due Status

There are two different views of this report one is 'With receivable' and the other 'without receivable'. When selecting 'With Receivable' option it give you the paid transaction details against the assigned fees and when trying with 'Without receivable' option it gives you the paid transaction details for all the installments of program fees assigned to student.

This report shows multiple installments of program fees paid by student based on date selection.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts - Component Wise Fee Due Status

Search Criteria

With Receivable Without Receivable

College: Department: Program: Section:

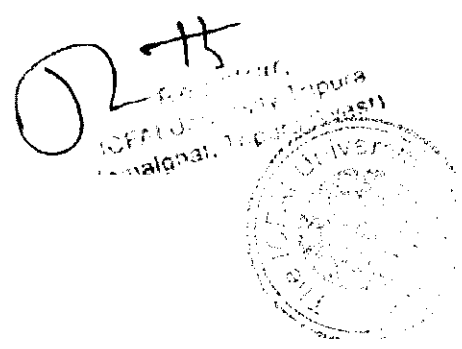
From Date: 24-07-2021 To Date: 14-02-2021

Search Results

S.No	Program	Batch	Roll No.	Student Name	Admission Fee	Received	hostel Fee	Tuition Fee	Total	
1	Fash an Design	2020-21	91N201002	LABDINA P	12000	5000	130000		130000	
						Total Received:	200000			

Program-Batch wise Fee Due Status

Menu Navigation: Accounts → Program-Batch wise Fee Due Status



This reports gives you an option view the student dues at a summary level based on their course duration. It helps the colleges to know how much dues are their at a program level in compare to previous years.

onEdu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Accounts > Program > Batch > Fee Due Status

Search Criteria

School: [Select] Department: [Select] Program: [Select] From Date: 01-12-2020 To Date: 24-02-2021

Latest Regular Discontinued

[Search]

Search Criteria		Batch	No. of Students	Receivable	Received	Balance Due
S.No.	Program					
1	B.A. 1 SEM	2018-19	20	1275000	10	126970
			Total:	1275000	10	126970

Fee Receipts Track

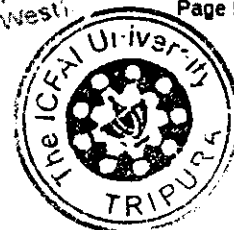
Menu Navigation: Accounts – Fee Receipts Track

This report helps you to track all the receipts generated in the system in a detailed format. It also allows you to search the data with the following filters:

1. College
2. Department
3. Program
4. Section
5. Roll Number
6. Name
7. From Date
8. To Date
9. Receipt Number

Handwritten signature

Registrar,
ICFAI University Tripura
Kailashghat, Tripura (West)



You are here: Accounts > Fee Receipts Track

Fee Receipts Track

College: Department: Program: Section:

Receipt No: _____ Name: _____ From Date: 01-11-2020 To Date: 24-02-2021

Receipt No: _____

Search Results

S.No	Receipt No	Department	Program	Section	Roll No.	Student Name	Paid Date	Amount	Remarks	Status
1	WGC00211000018	Art & Design	Art & Design	101	W12221012	JANVI P	24-02-2021	Rs. 230000	Initial fee	Active
2	WGC00211000015	Art	B.A. POLY	101	W12221010	ANITA SHAI	21-12-2020	Rs. 20	Test fee	Active

Collection Summary Report

Menu Navigation: Master Data – Collection Summary Report

This report helps you to view the fee collection data for current and previous academic year wise. Easier way to compare the collections happening in the current day with previous year.

Alerts

Send SMS

Menu Navigation: Communication – Alerts – Send SMS

onEdu is integrated with SMS gateways and can be used to push alerts to students, staff and parents. Open text SMS can be sent at present, but this may be discontinued in the near future based on TRAI govt regulations.

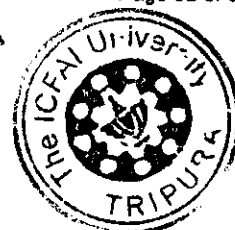
Else, templates can be setup and approved by TRAI for use on a regular basis.

Open Text SMS : Select the filter criteria to list the users that should get this SMS alert. You can use the following criteria.

1. College
2. Department
3. Program
4. To (Role)

You can then choose to select either all the users that meet the filter criteria by 'select all' or choose one or more of the users manually.

Handwritten signature
Registrar,
ICFAI University Tripura
Kanchaighat, Tripura (West)





You are here: Communication - Send SMS

Send SMS

Note: SMS cannot be sent for the users with invalid mobile number.

Open Text SMS Template SMS

College: **Winnou Fashion** Department: **Arts & Design** Program: **Fashion Design** To: **Students**

Section: All (Near None)

Details: **Class All**
 WIN2021002 - Lakshya P. WIN2021003 - Arushi M. WIN2021004 - Chaitanya L.
 WIN2021005 - Manish Bhattacharya

Message:

120 Characters left

Send

Template SMS : This will become the norm going forward as TRAI tightens the regulations in sending open text SMS. The selection criteria is the same as above.

Along with the results, the available and active templates are returned. You can only select one of the templates available there for an SMS. Template message may contain variables that can be used to tailor the message for specific situations. For example, see the screenshot below.



You are here: Communication - Send SMS

Send SMS

Note: SMS cannot be sent for the users with invalid mobile number.

Open Text SMS Template SMS

College: **Winnou Fashion** Department: **Arts & Design** Program: **Fashion Design** To: **Students**

Section: All (Near None)

Details: **Class All**
 WIN2021002 - Lakshya P. WIN2021003 - Arushi M. WIN2021004 - Chaitanya L.
 WIN2021005 - Manish Bhattacharya

Message:

120 Characters left

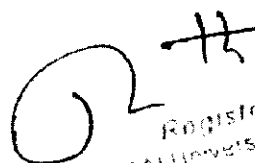
Send

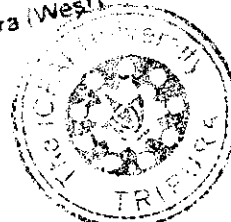
Manage Circulars

Menu Navigation: Communication - Alerts - Manage Circulars

Circulars can be sent to various stakeholders in onEdu.

onEdu allows search of previous circulars by the following criteria:


 Registrar,
 ICFAI University Tripura
 - Palchat, Tripura (West)



1. From Date
2. To Date

Circulars that meet the search criteria are returned in the results.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Life | Log Out

You are here: Communication > Alerts > Manage Circulars

Search Criteria Add New

Created From Date: 01-09-2018 Created To Date: 24-02-2021 Search

Search Result

SNo	Title	Published	Published for	Published by	Created on	Options
1	The Success of a Kid	Across the Institute		Kejagebor	24-02-2021 06:15 PM	Delete
2	Guest Lecture	Across the Institute		Principal Office	24-01-2020 09:09 PM	Delete

Each one can be further clicked through to view the details, or unpublished or deleted.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

Guest Lecture

Dear Student,

Greetings

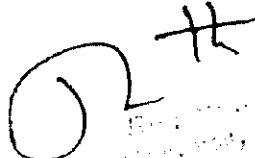
We are happy to inform you that Mr. Harvard Gardner, Head of Multiple Intelligence at Oxford University will address the PGDM & MCOM students on 27th January 2020 at 08:00am on "Multiple Intelligence".

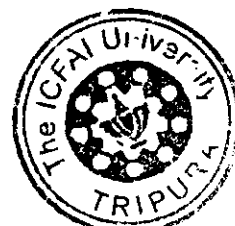
Students should come with ID card and book.

Note: Parents officials are required to wait outside the students.

Close

New circulars can be created in onEdu. The following screen shows the detail required in creating a new circular.


 The ICFAI University, Tripura
 Kanchanjyoti, Tripura (West).



You are here: Communication - Alerts - Manage Circulars

Add Circular

Title:

Published by:

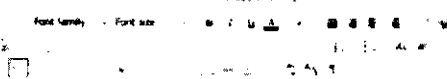
Start Publishing: 24-02-2021

Finish Publishing: Never

Publish: No Yes

(Type Editor)

Font family: Font size:



Words: 0

Once the message has been drafted, it can then be sent to selected users in onEdu. See screen shot below.

You are here: Communication - Alerts - Manage Circulars

Preview Circulars

Title:

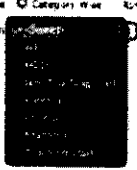
Published by:

Start Publishing: 24-02-2021

Finish Publishing: Never

Message: Some Auto. Note for Office staff

Alert Type: Category Wise Time Wise

Notes: 

Reset Password

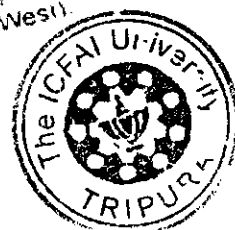
Menu Navigation: Communication -> Alerts -> Reset Password

Password of any user can be reset by the administrator role, as long as the user has a valid mobile phone number. Passwords that have been reset are automatically generated as six digit numbers and sent by SMS to the mobile phone associated with the user.

Users can be selected by using the following filter criteria:

1. College


Registrar,
ICFAI University Tripura
Kamaighat, Tripura (West).



2. Department
3. Program
4. Section
5. To (Role)

Once the above filter criteria is selected, administrator can choose to select one or more or all users that meet the filter criteria and reset the password.

Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | | Log Out

You are here: Communication > Reset Password

Reset Password
Note: Password can't be reset for the users with multiple accounts.

College: Department: Program: Section:

To:

Reset password for:

Check All
 All (In Progress) (Success) (Failure)
 All (In Progress) (Success) (Failure)

Reports

SMS Sent Report

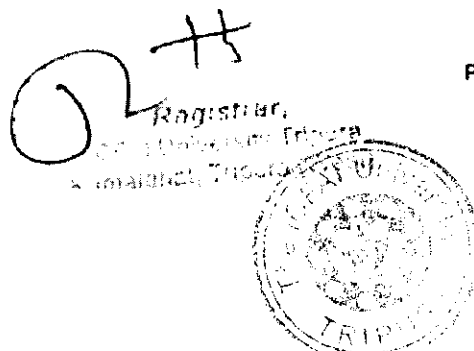
Menu Navigation: Communication – Reports – SMS Sent Report

This report lists the SMS that have been sent out of onEdu. SMS report can be run using the following search criteria:

1. Recipient ID (login username of the user)
2. Name
3. Mobile Number
4. Status (In Progress, Successful, Failure)
5. Department
6. Section
7. From Date
8. To Date

Search results are displayed in a tabular report with the following columns.

1. S.No
2. Date and Time
3. Recipient ID
4. Name
5. Mobile



- 6. Message
- 7. Status
- 8. Credits
- 9. Sent by



You are here: Communication - SMS Sent Report

Search Criteria

Recipient ID: Name: Mobile No.: Status:

Department: Section: From Date: 01-09-2021 To Date: 31-02-2021

Note: I need refresh the report every 10 mins. please wait for the next status

Search Results

S.No.	Date	Recipient ID	Name	Mobile	Message	Status	Total Credits : 18	Sent by
1	27-02-2021 11:30	901320216	Shreya Ghant	1361927734	Dear Shreya Ghant, Please login at https://winou.onedu.net with user name: WINOU00010 and password: 13601710 to access onEdu.	Message Sent	1	Web @Winnou@WGCDC
2	30-12-2020 12:51	WIN10541	Pranab	9122302138	Dear Pranab, Please login at https://winou.onedu.net with user name: WIN10541 and password: 11784487 to access onEdu.	Message Sent	1	App@winou@WGCDC
3	30-12-2020 11:41	901320216	Shreya Ghant	1361927734	Dear Shreya Ghant, Please login at https://winou.onedu.net with user name: WINOU00010 and password: 13601710 to access onEdu.	Message Sent	1	App@winou@WGCDC
4	30-12-2020 10:38	9008410501	Anusha B	9908410502	Dear Anusha B, You are trying to login in onEdu app. OTP: 1171200. DO NOT SHARE IT WITH ANYONE.	Message Sent	1	Anusha B
5	30-12-2020 11:35	9008410501	Anusha B	9908410502	Dear Anusha B, You are trying to login in onEdu app. OTP: 1171200. DO NOT SHARE IT WITH ANYONE.	Message Sent	1	Anusha B
6	30-12-2020 09:13	901320216	Shreya Ghant	1361927734	Dear Shreya Ghant, Please login at https://winou.onedu.net with user name: WINOU00010 and password: 13601710 to access onEdu.	Message Sent	1	App@winou@WGCDC

Grievance Cell

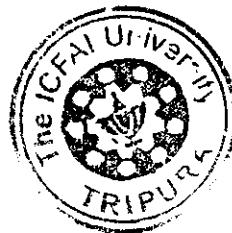
Grievance Cell

Menu Navigation: Communication – Grievance Cell

A grievance can be entered by any stakeholder. It is automatically sent to the grievance cell members that have been setup earlier.

A grievance is just a short and quick text that can be entered into an text area in the web application of onEdu.

Handwritten signature
 ICFAI University Tripura
 Kamalghat, Tripura (Wash)





You are here: Communications > Grievance Cell

Add Grievance

Save Cancel

Staff

Staff Profile

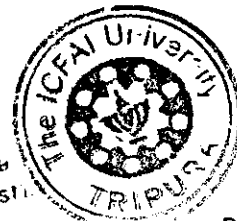
Menu Navigation: Human Resources – Staff – View Staff Profile(or Manage Staff Profile)

A comprehensive profile of teaching faculty can be prepared here. The data collected in the profile is as per NBA and NAAC requirements.

There are multiple areas in staff profile that can be updated by the staff themselves. The broad areas of information collected are:

1. **Personal Details:** This includes contact addresses, phone numbers, email addresses. Staff photo can also be uploaded in this section. This section can be edited by the staff members.
2. **Education Details:** Past education record can be captured here include SSC, 12th/Diploma, Undergraduate degree, Post-graduate degree and Ph.D. Certifications, if any, can also be added here. This section can be edited by the staff members.
3. **Experience Details:** Past work experience can be captured here. There is no limit on the number of jobs that can be added. This section can be edited by the staff members.
4. **Research Publications:** Papers presented, Journals published and Conference papers can be listed in this section. This section can be edited by the staff members.
5. **Salary Details:** This section is populated from the HR record and is for read only access to staff. They cannot edit this information.

OH



Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Support | Log Out

You are here: Human Resources > Manage Staff Profile

Staff Profile

Personal Details

Education Details

Experience Details

Religious Preferences


Salary Details

Personal Details

Name: Rajendra Kumar Employee ID: WUWKAU002

Designation: Faculty (Teaching) Department: CSE

Name: Rajendra Kumar

Date of Joining: Date of Birth: 

Place of Birth: Gender:

Father Name: Dr. Mother Name:

Religion:

Comm:

Marital Status:

Is Physically Handicapped: Priority Indicator:

Manage Staff

Menu Navigation: Human Resources – Staff – Manage Staff

This is the feature that enables college HR staff to manage staff records. When new employees (both teaching and non-teaching staff) join your institution, this is the place to add them into onEdu. Similarly, when an employee leaves the organisation, then their record has to be updated here to mark them as inactive. There is no ability to delete an employee record.

Several important parts of the employee record are maintained here:

1. Title and Department
2. Leave reviewer and approver
3. Online classes id (either zoom or google meet ids, only in case of teaching staff)
4. Certificates submitted by the staff when they joined the institution

Employee ID defined in this form becomes the login username for a staff member. When a new staff member is created, an SMS and email containing their login credentials are sent to the defined phone and email address.

Handwritten signature
 Registrar,
 The ICFAI University Tripura
 Khatibpatti, The Hail, West



Edu @ Winnou Group of Colleges

Home | Calendar | My Profile | Student Info | Log Out

You are here: Human Resources - Manage Staff

Add Staff

Personal Details

* College Name: Winnou Group of Colleges

* Name: _____ * Employee ID: _____ * Biometric ID: _____

* Username: _____ * Gender: Male Female

* Father's name: _____ Bank A/c No. _____

Date of Birth: _____ Date of joining: _____ Upload Photo:

Aadhar Card No. _____ PAN: _____ UAN: _____

ESI: _____ PF: _____

Academic Profile

* Staff Category: Teaching Non-Teaching

Designation: Professor Associate Professor Assistant Professor

Academic Department: CGA Management Science Pharmacy

Arts & Language Health & Physical Education IT Education

Staff Upload

Menu Navigation: Human Resources – Staff – Staff Upload

When a number of staff members are to be created in bulk at the same time, onEdu has a pre-built feature to upload staff from a spreadsheet.

A sample download is provided on this screen that defines the information template - the mandatory fields required in onEdu along with other information that can be uploaded.

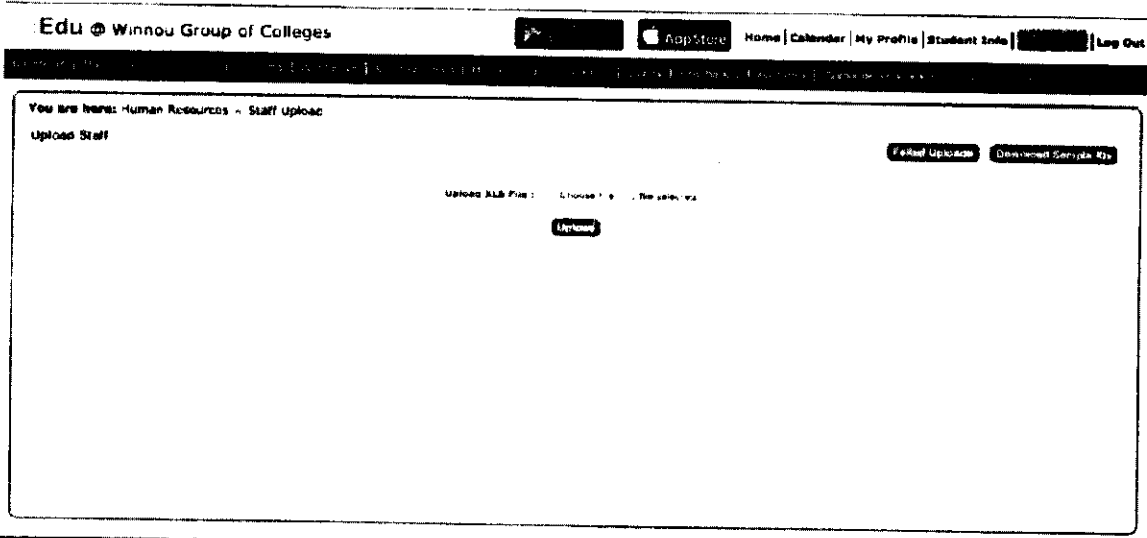
The mandatory fields required in upload are:

1. Name
2. College/School
3. Department
4. Employee ID
5. Title (Mr/Mrs/Dr)
6. First Name
7. Gender
8. Appointment Type (Regular/Adhoc)
9. Date of joining
10. Teaching or Non-teaching staff

When uploaded, a message displays the number of records successfully uploaded and the total number of records in the file. In case there are any errors in the upload, you can click on 'Failed Records' button to download the list of failed records. Each record will have a comprehensive list of data validations that failed so as to guide you to correct the information and upload again.

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ICFAI University Tripura
Kamlaighat, Tripura (West)



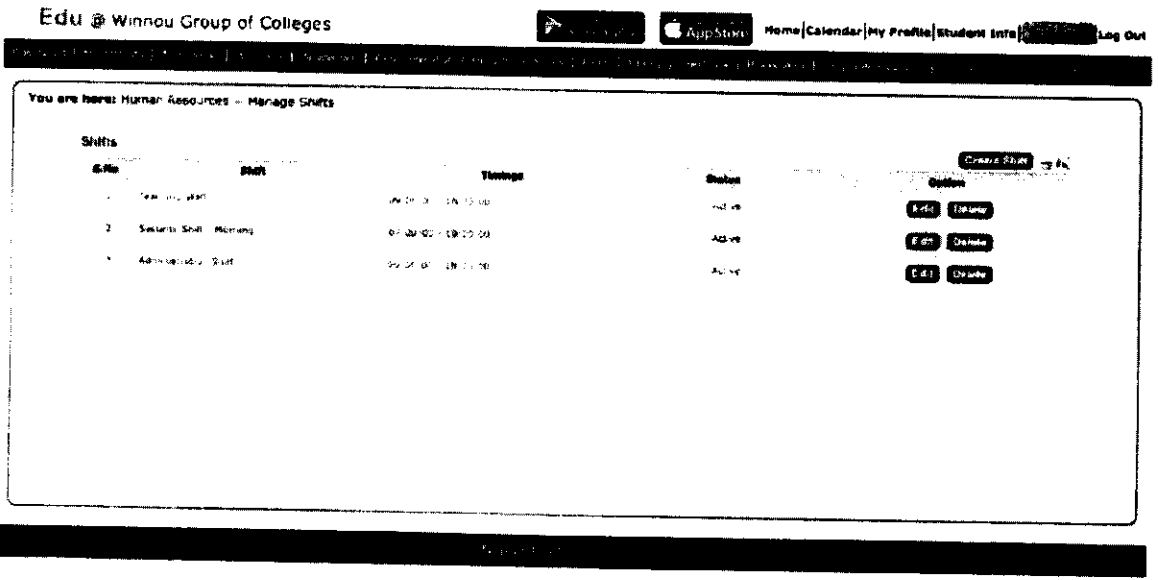


Manage Shifts

Menu Navigation: Human Resources – Staff – Manage Shifts

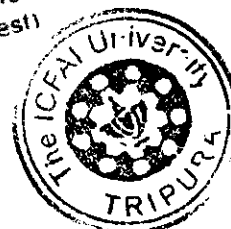
onEdu has an integrated biometric attendance system. A pre-requisite for this system, is the definition of shifts (with start and end time for each shift) and assigning it to staff members. All staff members should be assigned a shift.

More than likely, an institution may require more than one shift. While teaching staff may all have a single shift, non-teaching staff especially housekeeping/janitorial and security staff may have staggered or multiple shifts.



A shift name, start time and end time are required to define a shift. Shifts can be either activated or inactivated for use on this screen.

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Registrar,
ICFAI University Tripura
Bamalgat, Tripura (West)



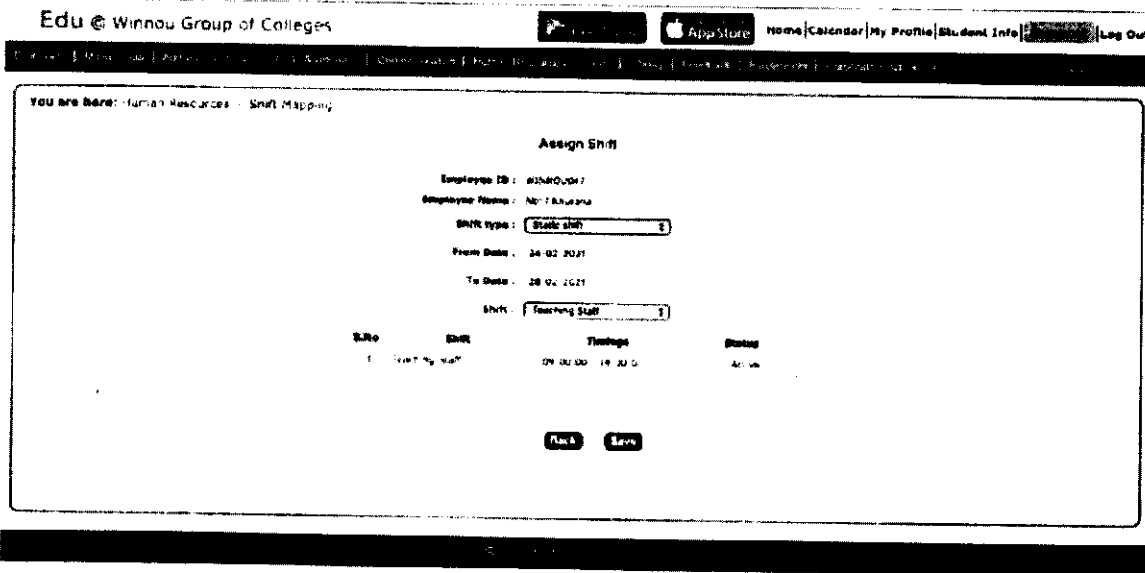
Shift Mapping

Menu Navigation: Human Resources – Staff – Shift Mapping

Defined shifts can be mapped to individual staff members. A staff member can be associated with multiple shifts on a given day - the last associated shift for a given day will be used for calculating their attendance from biometric scans.

For example, a staff member may have a regular 9am - 4pm shift regularly, but for a special occasion such as an Independence Day or college festival day, they may be associated for one or more days with another shift.

When mapping a shift to a staff member, you are required to define the start and end dates.



Leave Management

Leave Types

Menu Navigation: Human Resources – Leave Management – Leave Types

Multiple leave types can be defined in onEdu as required. Leave types are then combined to form leave structures that are then assigned to individual users.

OT
Registrar,
ICFAI University Tripura
Kamalghat, Tripura (West).

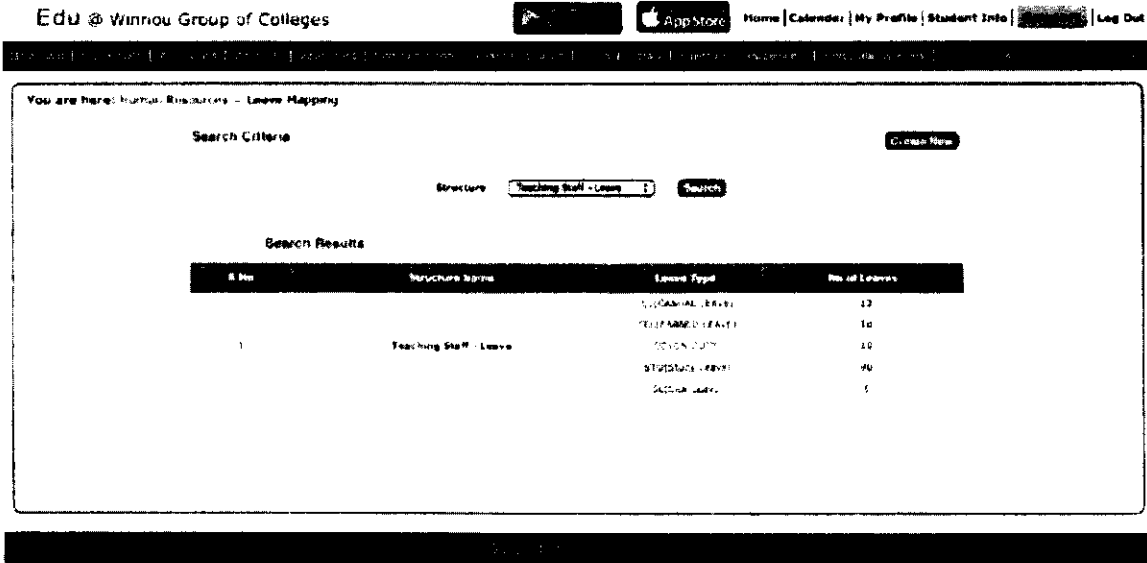




Leave Mapping

Menu Navigation: Human Resources – Leave Management – Leave Mapping

Leave types and number of leaves available together form a leave structure. A leave structure may have one or more leave types defined against it.



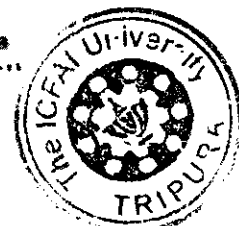
Leave structures can be edited unless they are already assigned to a staff member.

Upload Leave Transactions

Menu Navigation: Human Resources – Leave Management – Upload Leave Transactions

This is an easy way to get started with using leave module in onEdu. If you already have the existing leave balances for each staff member in a spreadsheet, you may use this information and

[Handwritten Signature]
Registrar,
ICFAI University Tripura



upload it into onEdu directly.
Like in other upload data screens, a spreadsheet format is available on this screen as a guide to format the data for upload.

Leave Application

Menu Navigation: Human Resources → Leave Management → Leave Application

Staff members can apply for leaves anytime, anywhere. Before they apply the leave, they can view their leave balance and choose the most appropriate leave type to use for their purpose.

Leave Summary - From Jan 2021

Type of Leave	Leave Balance	No of Leaves Used YTD
CASUAL LEAVE	12	0
LEARNED LEAVE	10	0
ON-DUTY	5	0
SUBSTITUTE LEAVE	1	0
Total	28	0

Leave Application

Leave Type: **CASUAL LEAVE** (1)

No of Days: **0** (2)

From: **28-01-2021** To: **16-02-2021**

Submit

Leave Approval

Menu Navigation: Human Resources → Leave Management → Leave Approval

Staff leave is automatically routed to the reviewer for review and then further to the leave approver for approval. When the leave is approved, it is deducted from the available leaves for the leave type for the staff member.

Leave approvers and reviewers can choose to request more information and/or reject the leave application.

Approved leave is automatically adjusted for the day when no biometric scans are available, and will also be visible on the Payroll report.

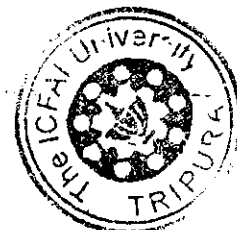
Reports

Last Login

Menu Navigation: Human Resources → Reports → Last Login

Last login report provides the login activity for any user on onEdu. This can be used for system audit and tracking of employees / staff by their managers.

Along with the last logged in time, the report displays the number of times the staff member has logged in during the specified time period.



Rajagopal Winnou@WGC, Dates between 01-02-2021 and 24-02-2021

S.No	IP Address	Logged in at	Logged out at	Time Spent
1	104.243.78.101	2021-02-24 12:13:23		
2	101.214.151.122	2021-02-24 11:40:11		
3	134.122.77.101	2021-02-24 12:03:04		
4	174.127.42.101	2021-02-24 10:35:02		
5	103.214.151.122	2021-02-24 11:40:00		
6	19.324.152.194	2021-02-24 16:48:51		
7	174.127.42.101	2021-02-24 12:28:59		
8	144.202.96.101	2021-02-24 12:28:21		

This information can be printed or exported to a spreadsheet for further analysis.

View Leave History

Login Details


Menu Navigation: Human Resources → Reports → Login Details

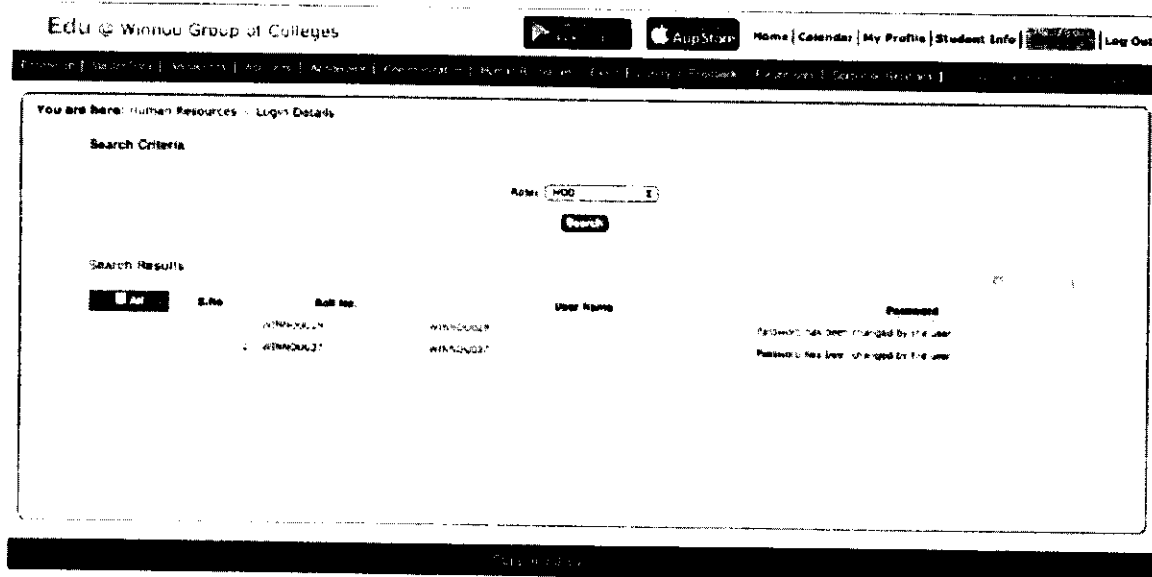
This feature allows system administrators to review the default login credentials of a user. In case the user has already changed their login password, the same is not visible anymore to the system administrator also. The only way to recover access would be to reset the password in onEdu.

This screen also allows system administrators to send personalised SMS to individual users that have not yet changed their login password. The feature comes in handy, when a system administrator has created bulk users at once (such as bulk upload of staff members, or students) and want to share the login credentials with the new users.

Q275

Registrar,
ICFAI University Tripura
Kamalghat, Tripura (West)





Employee Check-in Check-out

Menu Navigation: Human Resources → Reports → Employee Check-in Check-out

This report displays the daily check-in and check-out timings of staff members. It also allows for easy comparison with their shift timing that is associated for the day.

Biometric scan information has to be integrated into onEdu. If your institution wants to do this, and is not enabled yet, please get in touch with your onEdu support team.

This is a view only report.

My Check-in Check-out

Menu Navigation: Human Resources → Reports → My Check-in Check-out

Every staff member may review their check-in and check-out timings for past days and weeks. onEdu keeps records of the scan information until it is archived on purpose and by request.

Biometric Exception Handling

Menu Navigation: Human Resources → Reports → Biometric Exception Handling

Exceptions generated during the process of marking attendance using biometric scans is reported on this screen. Several types of exceptions can occur including

- single scan exception
- no scans for the day exception
- late entry or early check out scan

These and several other types of exceptions are handled as per the rules of the institution and automatic leave deductions are applied. When staff members come by for clarification regarding their leave deductions, this screen will help view all the information on a single page and provide the necessary clarifications.

[Handwritten Signature]
 Dr. H. K. Singh
 Chairman, Tripura
 Karmajal, Tripura



View Staff Biometric Attendance

Menu Navigation: Human Resources – Reports – View Staff Biometric Attendance

This is an attendance report generated in onEdu.

Search criteria for this report is:

1. College
2. Department
3. Designation
4. Employee Name
5. Employee ID
6. Shift
7. From Date
8. To Date
9. Status (All, Present, Marked as Late Entry, Marked as Early Checkout, Absent)

The report returned is a tabular report that has the following columns

1. S.No
2. Date
3. Employee ID
4. Employee Name
5. Shift Start Time / Check in Time
6. Shift End Time / Check out Time
7. Leave Type (applied leave for the day)
8. Leave Status (status of leave applied for the day, pending/approved)
9. History (displays a View link that shows the previous late checkin or early checkouts)
10. Status

Payroll Report

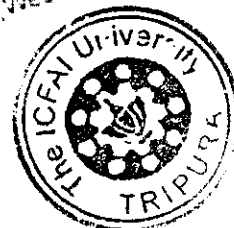
Menu Navigation: Human Resources – Reports – Payroll Report

Payroll report can be run with the following search criteria.

1. College/School
2. Department
3. From Date
4. To Date
5. Staff Type
6. Show detail (yes/no)

Payroll report has the following columns returned.

1. S.No
2. Employee ID
3. Employee Name
4. Designation
5. School
6. Department
7. A column for each day in the date range selected above. Data in these columns depends on the section for detail required. When detail is selected, PR/AB status, checkin time, checkout time, hours worked.



8. Total Days
9. Working Days
10. Days Present
11. Days Absent
12. Loss of Pay days
13. Paid Days

This report can be printed or exported to a spreadsheet for further analysis.

Certificates

Student request for multiple certificate in the University and when all the data is available then it becomes easier to print using application like onEdu. onEdu has a flexibility and freedom for users to define their own certificate formats in the application.

Certificate Report

Menu Navigation: Exams – Certificate Report

This report helps the process owner to view the certificates issued to student on a daily basis. Ability to view reports for multiple certificates configured in the system by user details. You can also track and monitor the staff issuing these certificates to students. Following are the filters for search criteria:

1. Certificate Name
2. Department
3. Program
4. Section
5. Batch Year
6. From Date
7. To Date
8. ID Number

Edu @ Winnou Fashion Designing College Home | Calendar | My Profile | Student Info | Log Out

You are here: Certificates - Certificate Report

Search Criteria

Certificate: Program: Section: Batch Year:

From Date: 25-02-2021 To Date: 25-02-2021 Id No:

Search results

S.No	Certificate No	Id Number	Name	Section / Department	Certificate Name	Issued	Issued Date	Issued By
1	WDDPDC/001	WDDPDC/001	LEADERS	FOR THE YEAR 2021-2022	LEADERS CERTIFICATE		25-02-2021	WDDPDC/001@WDDPDC

[Handwritten Signature]
 Registrar,
 ICFAI University Tripura
 Kamalghat, Tripura (West)



Edit Certificate Setup

Menu Navigation: Exams – Edit Certificate Setup

This screen allows you to edit the certificate at any given point of time. You can design and customise the certificate details as per your needs. By adding predefined fields, you can ensure certificates generated are always correct as per your database. There are multiple features can be configured in the certificates, such as available for alumni or current students, auto generating of certificate series number, college logo watermark image, QR code etc.

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You are here: Certificates > Edit Certificate Setup

Edit Certificate Setup

Instructions to be followed while the certificate setup

1. Setup the header by taking the labels from the editor.
2. Setup the body content by taking the labels from the editor.
3. Test alignment labels need to be known before starting certificate setup.

Certificate(s)

- Sample Certificate
- Custom Certificate
- Study Certificate

Course Completion

- Transition Certificate
- Study Completion Certificate

Header

Group Labels

Font family Font size

WINNOU FASHION DESIGNING COLLEGE
 (Approved by AICTE, New Delhi, Affiliated to JNTUA, Anantapuramu)
 Winnou Systems and Services (P) Ltd. 1st Floor, 5-10-188/1,
 Hillfort Road, Adarsh Nagar, Hyderabad - 500 004 INDIA
 e mail: info@winnou.com, website: www.winnou.com
 Phone (a): +91-40-2326-4404

winnoou.
software on tap

Page 1

Words 31

Drag & drop the tags available:

- @roll@
- @date@
- @course@
- @branch@
- @course@
- @branch@
- @year@
- @semester@
- @enrollment@
- @student@
- @teacher@
- @institute@
- @address@
- @city@
- @state@
- @pincode@
- @country@
- @phone@
- @email@
- @qr@
- @watermark@
- @logo@
- @signature@
- @stamp@
- @text@
- @image@
- @table@
- @form@
- @checkbox@
- @radio@
- @input@
- @button@
- @link@
- @a@
- @b@
- @i@
- @u@
- @hr@
- @br@
- @p@
- @div@
- @div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto; text-align: center;">
 WINNOU FASHION DESIGNING COLLEGE
 (Approved by AICTE, New Delhi, Affiliated to JNTUA, Anantapuramu)
 Winnou Systems and Services (P) Ltd. 1st Floor, 5-10-188/1,
 Hillfort Road, Adarsh Nagar, Hyderabad - 500 004 INDIA
 e mail: info@winnou.com, website: www.winnou.com
 Phone (a): +91-40-2326-4404

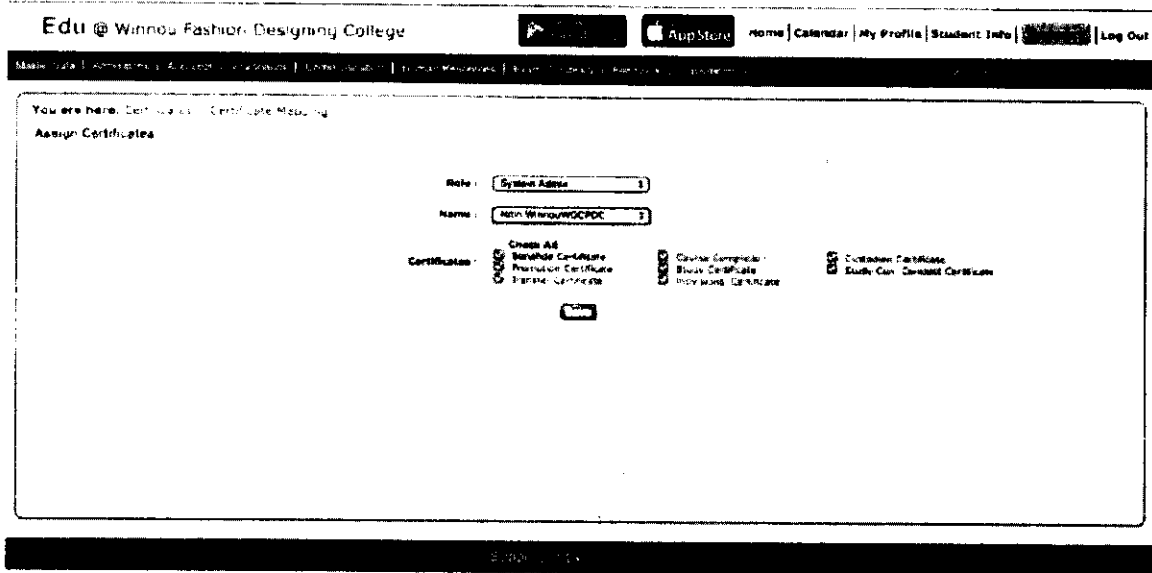
Certificate Mapping

Menu Navigation: Exams – Certificate Mapping

This feature allows you to assign the certificates access to user roles. Only those users who are given permission will be able to access the certificates screens.

AK
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 ICFAI University Tripura
 Imphal, Tripura (West)





Certificate Setup

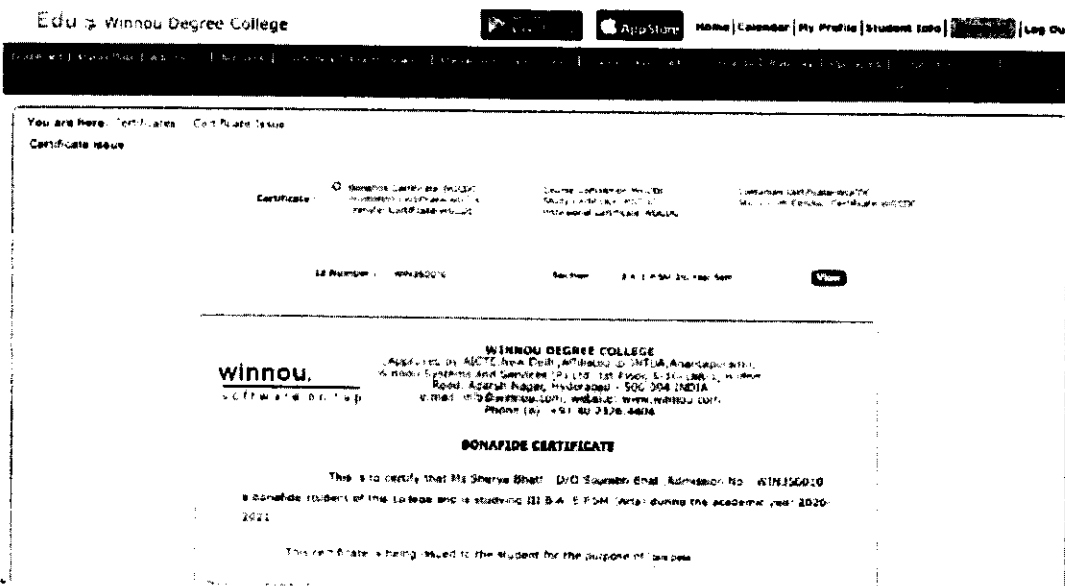
Menu Navigation: Exams → Certificate Set up

This feature allows the certificate process owner to set up a new certificate in the system. By default, winnou team defines applicable certificates as a part of implementation process. But in case you need to make any further changes to it you have ability to do so. This is a similar screen as 'Edit Certificate Setup'.

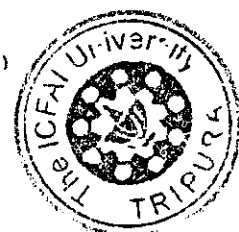
Certificate Issue

Menu Navigation: Exams → Certificate Issue

This screen is to issue the various certificate define in the system by simple adding a roll number. Multiple users can issue the certificate parallel.



[Handwritten Signature]
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Kamalghat, Tripura (West)



Online Exam

The easiest way for conducting exams is using online exam. onEdu gives you multiple variants in defining the exams like MCQ, Short Answers, Paragraphs and Fill in the Blanks. The results are generated on real time and the freedom in configuring the exams in multiple ways is too easy. Why wait, let's start.

Upload Questions

Menu Navigation: Online Exam – Upload Questions

This screen allows you to add questions and answers keys for a exam. And you can define multiple types of questions such as MCQ, Fill in the Blanks, Short Answers etc..

Edu @ Winnou Degree College Home | Calendar | My Profile | Student Info | **Logout**

You are here: Online Exam - Upload Questions


Subject: Category:

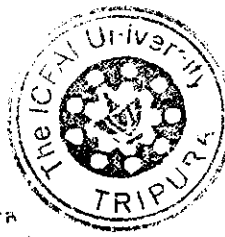
Grid	Question Type	Question	Comment	Option1	Option2	Option3	Option4	Option5	Answer	Marks	Display Order	Difficulty Level (1,2,3,....)
1		What does star do?		Dance	Twinkle	Run	Sleep		2	1	1	<input type="text" value="1"/>
2												

Upload Questions(Excel)

Menu Navigation: Online Exam – Upload Questions Excel

This screen allows you to upload the question into onEdu in one go. The upload excel format is available in the screen which can be used to add data and the same file can be uploaded into the system.


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You are here: Online Exam > Upload Questions

Upload Questions Download Sample File

Subject:

Category:

Exam File:
Maximum file size: 10 MB

Manage Questions

Menu Navigation: Online Exam -- Manage Questions

This screen allows you to view the questions set uploaded/added for a particular exam. Also you can edit the questions here in case you want to make any changes.

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You are here: Exam > Manage Questions

Search Criteria

Subject: Category: Difficulty Level:

Search Results

1) Who coined the term 'expressed emotion'?

1. J. Cooper
2. R. D. Ashby
3. Thomas and Murray
4. Eysenck

Category: Sustained Exam Answer: 3 Marks: 1 Displayorder: 1 Difficulty Level: 1

2) Which of the following is a popular response on the Rorschach Inkblot Test?

1. Filled in Card I
2. Filled in Card II
3. Two human figures on Card III
4. Red on Card II

Category: Sustained Exam Answer: 3 Marks: 1 Displayorder: 2 Difficulty Level: 1

Blue Print Settings

Menu Navigation: Online Exam -- Blue Print Setting

All the setting for the question paper to be taken care here. This gives you lot of options to configure the exams based on your requirements. Following are the setting that you should be aware of before configuring the blue print.



1. Show Timer (show/hide)
2. Reattempt Questions (yes/no)
3. Questions Order (Sequential/Random)
4. Score (show/hide)
5. Negative Marking (yes/no)
6. Show marks for each questions (yes/no)
7. Answer Sheet (yes/no)
8. Difficulty level of questions
9. Number of question for this exam schedule

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You are here: Exam > Blue Print Settings

Add Blue Print

Blue Print Name: _____ Duration:

S.No	Subject	Category	Difficulty Level	No. of Questions	Option
1	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>		
2	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>		
3	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>		
4	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>		
5	<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>		<input type="button" value="Add More"/>

View Blue Print

Timer: Show Hide

Reattempt Questions: Yes No

Questions Order: Sequential Random

Score: Show Hide

Negative Marking: Yes No

Show marks for each question: Yes No

Answer Sheet: Yes No

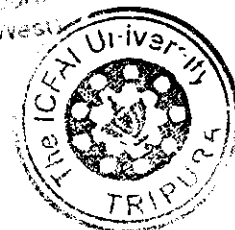
View Blue Print

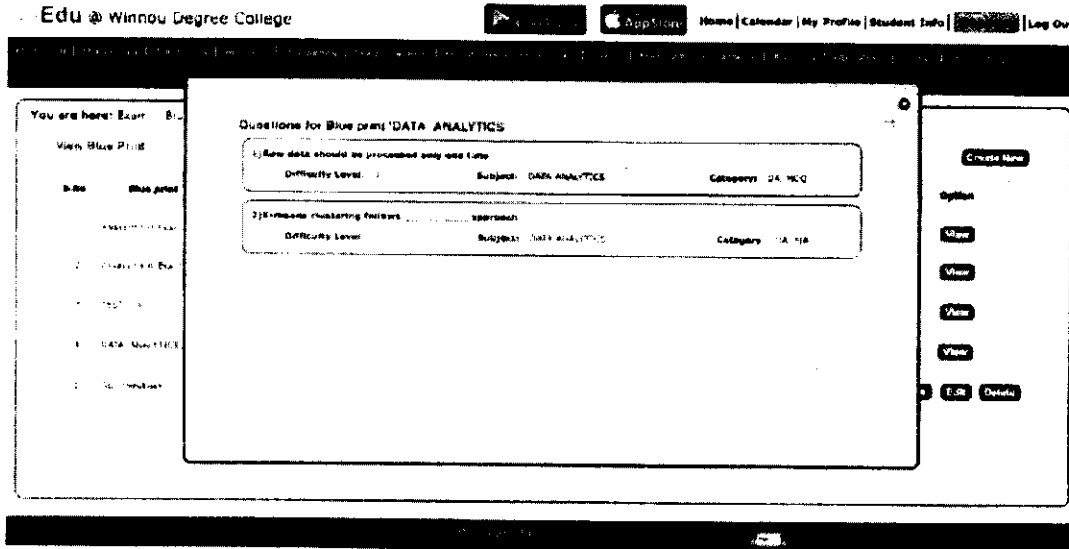
Menu Navigation: Online Exam → View Blue Print

This screen allows you to view the added blue prints in the system. You can also view, edit and delete the blue print based on their status. This screen allows you to edit before the exam is taken by a student.

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Kamajhal, Tripura (West)

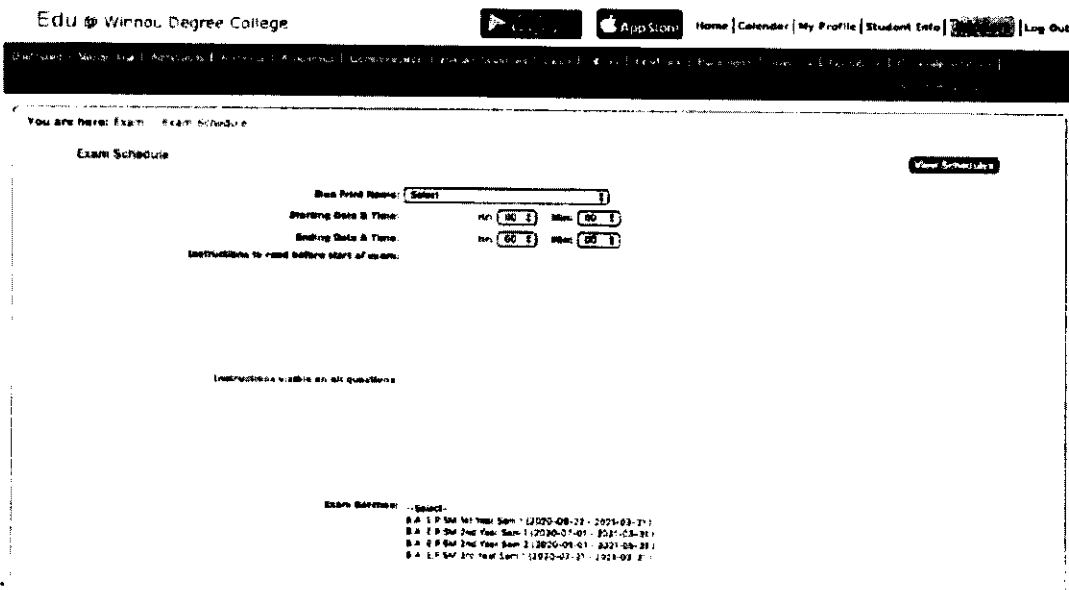




Exam Schedule

Menu Navigation: Online Exam – Exam Schedule

You can navigate to create new button for scheduling the exam. The creating blue print will be available in the dropdown list for your selection and you can choose the start date and time with end date and time, then you can add some instructions for the exam as well as for the questions now you should choose for which all sections you want to schedule the exam for, that's it. The exam is schedule and ready for student to take on..

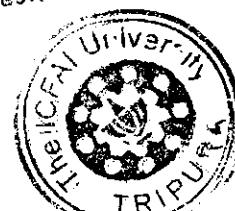


Online Exam

Menu Navigation: Online Exam – Online Exam

This menu is for student, when clicking on 'Online Exam' the will get to see the exam instruction and can choose the exam to start. Once the exam is completed the score and results can be viewed based on the blue print is configured.

[Handwritten Signature]
JICA University Tripura
Kamalghat, Tripura (West)



Evaluation

Using onEdu for your evaluation is the best option, a standard evaluation process will be readily available for you to use but in case you want it to be tailored for your organisation we can help you. Today, many of our college issue Grade sheets, Tabulation Records, Publish results online, rules for updating the records etc.. are taken care by onEdu.

Enter Sessional Marks

Menu Navigation: Exam – Enter Sessional Marks

This screen allows the faculty to enter the sessional marks for his/her teaching subjects only. It's a simple way to enter or upload evaluation marks in the system. You just have to pick your data from dropdown list and that's it.

Here is the Search Criteria for your to enter the sessional marks:

1. Section
2. Subject
3. Elective Batch
4. Entry Type
5. Evaluation
6. Evaluation Type

Edu @ Winnou Degree College

Home | Calendar | My Profile | Student Info | Log Out

You are here: Exam -> Enter Sessional Marks

Upload Sessionals

Section :

Subject :

Entry Type : Individual

Evaluation :

Evaluation Type : Internal Mid Marks Comprehensive

Once the above data it searched, the search result will displayed in a table with the following columns

1. S. No
2. Section
3. Roll Number
4. Student Name
5. Evaluation Type (depending on the selection will be displayed)





You are here: Exam > Edit Session Marks
 Edit Session Marks for B.A. E.PSM 2nd Year, Sem I | ADVANCED INTERNATIONAL RELATIONS (A 1)

Sl.No	Roll Number	Student Name	Marked (/ 20)
1	171215001	Aranya Singhara	18
2	171215002	Aranya Singhara	18
3	171215003	Aranya Singhara	18
4	171215004	Aranya Singhara	18
5	171215005	Aranya Singhara	18
6	171215006	Aranya Singhara	18
7	171215007	Aranya Singhara	18
8	171215008	Aranya Singhara	18
9	171215009	Aranya Singhara	18
10	171215010	Aranya Singhara	18
11	171215011	Aranya Singhara	18
12	171215012	Aranya Singhara	18
13	171215013	Aranya Singhara	18


Manage Final Marks


Menu Navigation: Exam – Manage Final Marks

This allows you to upload/enter the final marks for subject. Course owners have the privilege to upload or enter the results into the system for evaluation. Once the results are uploaded into the system the authorised course HOD's will approve the entered marks by the faculty, and then it will be published for students.

Search Criteria: Subjects can be searched for entering the marks with the following criteria:

1. Batch Year
2. College
3. Department
4. Program
5. Section
6. Exam Type (main/supply)


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You are here: Exam > Manage Final Marks

Batchname Section	2020-2021	2019-2020	2018-2019	2017-2018
Administrative B.Sc B.Z.C I Year Sem 1, B.Sc B.Z.C I Year A, B.Sc B.Z.C I Year B	View	View	View	View
B.Sc B.Z.C II Year A, B.Sc B.Z.C II Year B	View	View	View	View
B.Sc B.Z.C III Year A, B.Sc B.Z.C III Year B	View	View	View	View
Administrative B.Sc B.E I Year Sem 1, B.Sc B.E I Year	View	View	View	View
B.Sc B.E II Year	View	View	View	View
B.Sc B.E III Year	View	View	View	View
B.Sc AN.B.C 1st Year Sem 1 A, B.Sc AN.B.C 1st Year Sem 1 B, B.Sc AN.B.C 1st Year Sem 1 C, B.Sc AN.B.C 1st Year Sem 1 D	View	View	View	View
B.Sc AN.B.C 2nd Year Sem 1	View	View	View	View
B.Sc AN.B.C 3rd Year Sem 1	View	View	View	View
B.Sc AN.Z.C 1st Year Sem 1	View	View	View	View
B.Sc AN.Z.C 2nd Year Sem 1	View	View	View	View
B.Sc AN.Z.C 3rd Year Sem 1	View	View	View	View



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You are here: Exam > Manage Final Marks

Manage Final Marks

[Download Barcode Xls](#)

Batch: B.Sc B.Z.C I Year A (01/21/2020) to 01/2021

Test date:

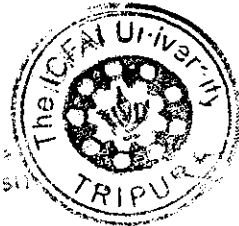
Test type: None

Upload CSV File: Check Fee: No fee selected [\(Click here to Enter Marks\)](#)

Page 1 of 1

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Principal
Kamalganj, Tripura (West)



Hall Ticket Generation

Edu @ Winnou Degree College Home | Calendar | My Profile | Student Life | Log Out

You are here: Exam > Hall Ticket Generation

You are here: Exam > Hall Ticket Generation

Hall Ticket Student List

Exam: BA (H) POLITICAL SCIENCE Examination Name: NP 1721 Month and Year: April 2021

S.No	Roll Number	Student Name	Overall Percentage	Marks to be Added	Attendance to 75	Feedback Status
D	10101010101	ANANTA CHANDRA	80.00	1	80.00 (80.00)	No
E	10101010102	ANANTA CHANDRA	49.00	2	49.00 (49.00)	No
E	10101010103	ANANTA CHANDRA	27.00	1	27.00 (27.00)	No
D	10101010104	ANANTA CHANDRA	79.00	1	79.00 (79.00)	No
E	10101010105	ANANTA CHANDRA	65.00	1	65.00 (65.00)	No
D	10101010106	ANANTA CHANDRA	89.00	2	89.00 (89.00)	No
D	10101010107	ANANTA CHANDRA	71.00	1	71.00 (71.00)	No
E	10101010108	ANANTA CHANDRA	61.00	1	61.00 (61.00)	No

Manage Continuous Evaluation

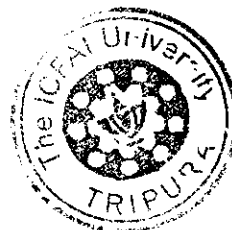
Menu Navigation: Exam → Manage Continuous Evaluation (CE)

This screen allows the teaching staff to create the CE structure for their courses. This is very flexible, a user can define multiple types of evaluation based on his/her needs. A single structure can be used across the college and University.

Add new button allows you to create a new CE structure with the following parameters:

1. Structure Name
2. Weightage
3. Evaluation Name
4. Weightage
5. Number of Evaluation
6. Average of Best
7. Evaluation type (can be created multiple)
8. Marks
9. Maximum Number of Evaluation
10. Final Score Based on (sum of all evaluation)


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You are here: Exam - Manage Continuous Evaluation

Manage Continuous Evaluation - Details Add New

S.No	Structure Name	Weightage	Structure	Options
1
2
3

Assign Continuous Evaluation

Menu Navigation: Exam – Assign Continuous Evaluation

By using 'Add New' button the user to assign the created evaluation structure for their course respectively. You also have an option to edit the CE structure before it is used, if once it is used then you will not be able to edit it further.

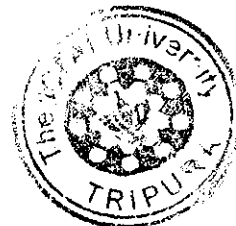
Search Criteria: Search results can be searched by using the following criteria:

1. section selection

Search results are displayed in a table with the following columns.

1. S. No
2. Roll Number
3. Student Name
4. Year and Semester
5. CGPA
6. Overall Credits

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You are here: Exam - Assign Continuous Evaluation

Search Criteria

Batch Year: 2020-2021
 Section: B.A. P.P.S.M. 1st Year Sem I
 Department: Arts
 Subject: AS
 Program: B.A. P.P.S.M.
 Structure: AS

Search Results

S.No	Section	Subject	Structure Name	Option
1	B.A. P.P.S.M. 1st Year Sem I	ADVANCED INDIAN HISTORY (AS)	B.A. P.P.S.M. 1st Year Sem I	Print
2	B.A. P.P.S.M. 1st Year Sem I	INDIAN HISTORY (AS)	B.A. P.P.S.M. 1st Year Sem I	Print
3	B.A. P.P.S.M. 1st Year Sem I	INDIAN HISTORY (AS)	B.A. P.P.S.M. 1st Year Sem I	Print
4	B.A. P.P.S.M. 1st Year Sem I	INDIAN HISTORY (AS)	B.A. P.P.S.M. 1st Year Sem I	Print
5	B.A. P.P.S.M. 1st Year Sem I	INDIAN HISTORY (AS)	B.A. P.P.S.M. 1st Year Sem I	Print
6	B.A. P.P.S.M. 1st Year Sem I	INTERNATIONAL RELATIONS	B.A. P.P.S.M. 1st Year Sem I	Print
7	B.A. P.P.S.M. 1st Year Sem I	TRAINING MODULE LEVEL 1 (AS)	B.A. P.P.S.M. 1st Year Sem I	Print

Reports

Definition

onEdu provides a wide range of reports addressing various analysis to the college management and decision makers. These are based on college data on real time.

Best Sessional Marks

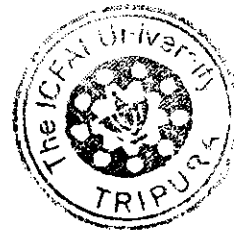
Menu Navigation: Exam -> Best Sessional Marks

This screen allows you to view the sessional marks both section and subject level. You can print and download the data in excel format for your record purpose.

Search Criteria: Sessional results can be searched by using the following criteria:

1. Batch Year*
2. Department*
3. Program*
4. Section*
5. Subject

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 ICFAI University Tripura
 Kamaigri, Tripura (West)



You are here: Exam > View Sessional Marks

Sessional Marks (2020 - 2021)

S.No.	Section	Roll Number	Student Name	ADVANCED INTERNATIONAL RELATIONS (POLIS-3) (Risk-Sharing)		
				SA (20)	CA (20)	Total (40)
1	BA B.A. POLIS-3A	191210001	SARITA SUNDARI	22	18	40
2	BA B.A. POLIS-3A	191210002	...	24	16	40
3	BA B.A. POLIS-3A	191210003	...	26	14	40
4	BA B.A. POLIS-3A	191210004	...	27	13	40
5	BA B.A. POLIS-3A	191210005	...	22	18	40
6	BA B.A. POLIS-3A	191210006	...	20	20	40
7	BA B.A. POLIS-3A	191210007	...	20	20	40
8	BA B.A. POLIS-3A	191210008	...	25	15	40
9	BA B.A. POLIS-3A	191210009	...	22	18	40
10	BA B.A. POLIS-3A	191210010	...	22	18	40
11	BA B.A. POLIS-3A	191210011	...	22	18	40
12	BA B.A. POLIS-3A	191210012	...	22	18	40
13	BA B.A. POLIS-3A	191210013	...	22	18	40
14	BA B.A. POLIS-3A	191210014	...	22	18	40
15	BA B.A. POLIS-3A	191210015	...	22	18	40
16	BA B.A. POLIS-3A	191210016	...	22	18	40

View Sessional Marks

Menu Navigation: Exam – View Sessional Marks

This screen allows you to view the sessional marks both section and subject level. You also have an option to send SMS alerts to parent based on ranking. You can print and download the data in excel format for your record purpose.

Search Criteria: Sessional results can be searched by using the following criteria:

1. Batch Year*
2. Section*
3. Internal
4. Marks Type

You are here: Exam > View Sessional Marks

Sessional Report

Section	Subject Type	Subject Name & Short Code	Faculty	Evaluation							Grand Total	Percentage	Mark		
				Theory	Theory	Theory	Theory	Theory	Theory	Lab					
				INTERNAL	COMPREHENSIVE	INTERNAL	INTERNAL	INTERNAL	INTERNAL	INTERNAL	INTERNAL	INTERNAL			
BA B.A. POLIS-3A	INTERNAL	INTERNAL	INTERNAL	15	15	30	15	15	30	15	15	30	75.00	45	
BA B.A. POLIS-3A	INTERNAL	INTERNAL	INTERNAL	20	20	40	20	20	40	20	20	40	100.00	80	

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TNEA University Tripura
Kamalganj, Tripura (West)



View Final Marks

Menu Navigation: Exam – View Final Marks

This screen allows to view the final marks uploaded across the college and university. Sessional marks are also displayed along with the final marks at a section level.

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You are here: Exam > view Final Marks

Final Marks of B.A. E.PSM 2nd Year Sem 2 | 01-01-2020 to 31-09-2021

Sl.No	Roll Number	Name	POLDS-2		HansDevan-III		EP-1		UGC		SMD-2		PTPR		Grand Total (220)	GPA
			Grade	Grand Total	Grade	Grand Total	Grade	Grand Total	Grade	Grand Total	Grade	Grand Total	Grade	Grand Total		
1	WIN250001	Suafin Bhangarwar														
2	WIN250002	Suma Medhuri														
3	WIN250003	Suresh Shah														
4	WIN250004	Sushil K														
5	WIN250005	Suryap Shah														
6	WIN250006	Sushil War														
7	WIN250007	Sarna														
8	WIN250008	Dr. Fernando														
9	WIN250009	Sanya Ghose														
10	WIN250010	Shreyash	A+	90	A+	40	A	37	C	10	A	45	NC		162/220	7.28
11	WIN250011	Arif Hameed													102/110	0
12	WIN250012	Apurva Kulkarni														
13	WIN250013	Paul Bhambhani														
14	WIN250014	Arushi Ghosh														
15	WIN250015	Nanci Ganes														
16	WIN250016	Ahmed Begam														
17	WIN250017	Arshad Begam														
18	WIN250018	Chandana WADGAON														
19	WIN250019	Shafiq Hussain														
20	WIN250020	Ed Farhat														
21	WIN250021	Jasmit Thapa														
22	WIN250022	Jonathan Khatu														
23	WIN250023	Rishi K. Wadgaonkar														
24	WIN250024	Dipika Halder														
25	WIN250025	Sahana Paul														
26	WIN250026	Jayanta Halder														
27	WIN250027	Jayanta Halder														
28	WIN250028	Jayanta Halder														


Student Backlogs List

Menu Navigation: Exam – Student Backlogs List

This screen allows you to view the list of student having backlogs, you can view the list of student at a section and subject level.

Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Name
4. Backlog Subjects


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Home | My Profile | Student Info | Log Out | Home | My Profile | Student Info | Log Out | Home | My Profile | Student Info | Log Out

You are here: Exam - Student Backlogs List

Student Backlog List Of B.A. E.P.M and year Sem-1

S.No	Roll Number	Name	Exam	Backlog Subjects	Year
1	20212021	ANIL KUMAR	B.A. E.P.M and year Sem-1	ENGLISH INTERNATIONAL RELATIONS PSYCHOLOGY COMMUNICATION SKILLS IN ENGLISH INTRODUCTION TO PUBLIC SPEAKING SOCIAL MANAGEMENT INTERVENTION METHODS PSYCHOLOGICAL TESTING (I)	Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018
2	20212021	THE NAME	B.A. E.P.M and year Sem-1	ENGLISH INTERNATIONAL RELATIONS PSYCHOLOGY COMMUNICATION SKILLS IN ENGLISH INTRODUCTION TO PUBLIC SPEAKING SOCIAL MANAGEMENT INTERVENTION METHODS PSYCHOLOGICAL TESTING (I)	Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018 Dec 2018



Progress Report

Menu Navigation: Exam – Progress Report

This report allows you to view the student progress across the semester till date. You can see it at a individual student level.

Search Criteria: List of students can be searched for using the following criteria:

1. Section
2. Name
3. Roll Number

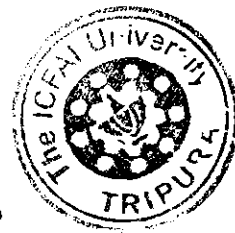
Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Student Name
4. Section



Click on any student to see their progress report.

02/11/2018
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Home | Calendar | My Profile | Student Info | Log Out

You are here: Exam → Progress Report

Seasonal marks of Sharya Bhatt


 NAME: Sharya Bhatt
 Section: B.A. E.P.S.M 3rd year Sem 1
 Roll No: WIN350019
 Father's Name: Souresh Bhatt
 Father Mobile: 9581917758

S.No	Subject	CA - I	EA - I	Internal - I
1	ADVANCED MATHEMATICS - I	70.00	70.00	
2	COMMUNITY DEVELOPMENT			
3	ENVIRONMENTAL SCIENCE			20.00
4	ENGLISH			
5	INTEGRATED PHYSICS			
6	INTEGRATED CHEMISTRY			
Total		70.00	70.00	20.00

Print

Student Academic Report

Menu Navigation: Exam → Student Academic Report


This report allows you to view the student SGPA and Credits accrued semester wise and with overall CGPA aggregate and credits earned. You can print and download the report in excel format for your record purpose.

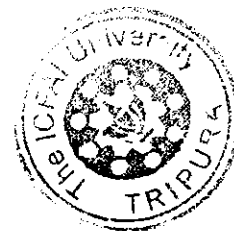
Search Criteria: List of students can be searched for using the following criteria:

1. Section

Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Student Name
4. Academic Year
5. CGPA
6. Credits


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 Kamalgaon, Tripura, West



You are here: Home > My Profile > Exam Summary

Student Academic Record For B.A. E.P.M and Year 1st

Sl.No	Roll Number	Student Name	1 year		2 year		CGPA (Aggregate)	Over all Credits
			I Sem	II Sem	I Sem	II Sem		
1	W1910001	Sudha Bhatnagar						
2	W1910002	Smita Mahanta						
3	W1910003	Sanjib Kumar						
4	W1910004	Soumya K						
5	W1910005	Pratik Kumar						
6	W1910006	Pratik Kumar						
7	W1910007	Pratik Kumar						
8	W1910008	Pratik Kumar						
9	W1910009	Pratik Kumar						
10	W1910010	Pratik Kumar						
11	W1910011	Pratik Kumar	4.0	3.5	4.0	3.5	3.8	12
12	W1910012	Pratik Kumar						
13	W1910013	Pratik Kumar						
14	W1910014	Pratik Kumar						
15	W1910015	Pratik Kumar						
16	W1910016	Pratik Kumar						
17	W1910017	Pratik Kumar						
18	W1910018	Pratik Kumar						
19	W1910019	Pratik Kumar						
20	W1910020	Pratik Kumar						

Online Exam Summary

Menu Navigation: Online Exam -- Online Exam Summary

This report allows you to view the completed exam result in a simple way, you can see the top scorer and list of student based on their score. It also allows you to reset the exam if in case a student exam is submitted for any reason and you can also complete reset the exam as well.

The results can be printed or you can download the results in excel sheet for your record purpose.

You are here: Home > My Profile > Exam Summary

Search Criteria

Exam Name: Status: Roll No:

Search Results

Sl.No	Roll No	Student Name	Current	MaxScore	MarkObtain	Score	Status
1	W1910010	Pratik Kumar	1	1	0	0	Completed
2	W1910011	Pratik Kumar	1	1	0	0	Completed

Performance Report

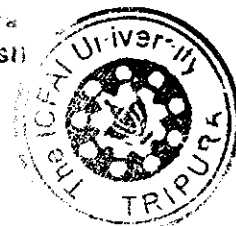
Menu Navigation: Exam -- Performance Report

This report allows you to view the list of students section wise with exam attempted count and average score. You can print and export this report in an excel format for your record purpose.

Search Criteria: List of students can be searched for using the following criteria:

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Kamaighat, Tripura (West)



1. Department
2. Program
3. Section
4. Roll Number

Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Student Name
4. Tests Taken
5. Average Score

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You are here: Exam - Performance Report

Search Criteria

Department: Program: Section: Roll No:

Search Results

S.No	Roll No	Student Name	Tests Taken	Average Score(%)
1	WINN0001	Sarita Burmagata	0	
2	WINN0002	Sarita Burmagata	0	
3	WINN0003	Devi K. Saha	0	
4	WINN0004	Devi K. Saha	0	
5	WINN0005	Devi K. Saha	0	
6	WINN0006	Devi K. Saha	0	
7	WINN0007	Devi K. Saha	0	
8	WINN0008	Devi K. Saha	0	
9	WINN0009	Devi K. Saha	0	
10	WINN0010	Devi K. Saha	0	
11	WINN0011	Devi K. Saha	0	
12	WINN0012	Devi K. Saha	0	
13	WINN0013	Devi K. Saha	0	
14	WINN0014	Devi K. Saha	0	
15	WINN0015	Devi K. Saha	0	
16	WINN0016	Devi K. Saha	0	
17	WINN0017	Devi K. Saha	0	

Grade Sheet

Menu Navigation: Exam → Grade Sheet

This screen allows you to print the student grade sheet for each semester at a individual student level. It gives you the option to be mentioned while printing the grade sheet. It also has digital signature of authorised person of the college and University. A special feature that shows the digital signature in the grade sheet is which user had printed this.

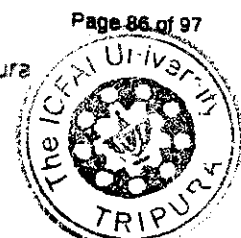
Search Criteria: List of students can be searched for using the following criteria:

1. Batch Year
2. College
3. Department
4. Program
5. Section

Search Results are displayed in a table with the following columns.

1. S.No

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2. Batch Year
3. Section
4. Roll Number
5. Biometric ID
6. Student Name
7. Parent Name
8. Student Mobile Number
9. Parent Mobile Number

Toppers List

Menu Navigation: Exam → Toppers List

This report allows you to view the student who have ranked top. You can filter it based on your need like topper in department, program, section and subject. You can print and export this report in an excel format for your record purpose.

Search Criteria: List of students can be searched for using the following criteria:

1. Batch Year
2. Department
3. Program
4. Semester
5. Section
6. Subject

Search Results are displayed in a table with the following columns.

1. S.No
2. Section Name
3. Roll Number
4. Student Name
5. SGPA
6. Overall Attendance
7. Rank

Student Memos

Menu Navigation: Exam → Student Memos

This screen allows you to print memos for student based on the memo type (Transfer Certificate & Character Certificate). You can add the date of admission and date of leaving and memo issuing date as well before printing it. This can be done at an individual or at overall level.

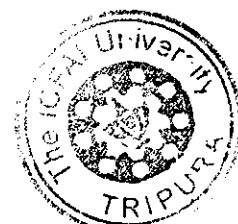
Grade List

Menu Navigation: Exam → Grade List

This report allows you to view the student performance against a subject in internals and externals with grade and grade point calculation. It also shows you the summary count of student based on their grades accrued.

Search Criteria: List of students can be searched for using the following criteria:

1. College
2. Department



3. Program
4. Batch Year
5. Section
6. Exam Type
7. Subject

Search Results are displayed in a table with the following columns.

1. S.No
2. Roll Number
3. Student Name
4. Internals (based on CE structure)
5. External
6. Total
7. Grade
8. Grade Point

Grade Summary

Menu Navigation: Exam → Grade Summary

This report allows you to view the student performance against all the courses applied with the grade and total credits earned.

Search Criteria: List of students can be searched for using the following criteria:

1. Batch Year
2. College
3. Department
4. Program
5. Section

Sessionals Entry Status

Menu Navigation: Exam → Sessional Entry Status

This is a powerful report with plenty of features, it allows you to view the list of subjects across the university for the current and previous semester based on your need for which the sessional marks are entered or not. It also shows you the summary count of subjects marks entered or not along with faculty details. You can send SMS alerts to faculty for who have not yet entered the sessional marks. You can also get the report based on evaluation selection (CE Structure).

Search Criteria: List of students can be searched for using the following criteria:

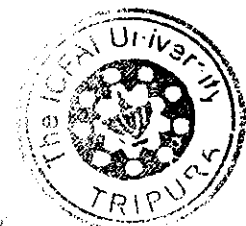
1. College
2. Department
3. Program
4. Batch Year
5. Section
6. Evaluation

Search Results are displayed in a table with the following columns.

1. Section
2. Subject

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3. Faculty
4. Internals (depending on structure)

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You are here: Exam - Sessionals Form - Status

Search Criteria

Department: All | Section: All | Program: AD | Evaluation: All | Batch Year: 2020-2021

Search

Search Result:

B.A. E.P.S.M (CC - Structure)

Internal 1		Comprehensive	
Entered	Not Entered	Entered	Not Entered
1	0	1	0

Question | Subject | Faculty | Check All | Internals | Comprehensive

B.A. E.P.S.M 3rd Year Sem ADVANCED INTERNATIONAL RELATIONS-1 (2020-2021) Internal 1

Setup

This section has the features required to setup feedback and administer it to a set of students. The order of setup is as follows:

1. Setup Categories: Categories help group questions into types
2. Setup Questions: The question bank to be defined with a comprehensive list of questions
3. Setup Options (set): Define the range of options that students can choose from while answering questions
4. Setup Questionnaire: Bring the questions and options together
5. Setup Feedback Schedule: Now define the active terms to administer the questionnaire and the date and time range for it.

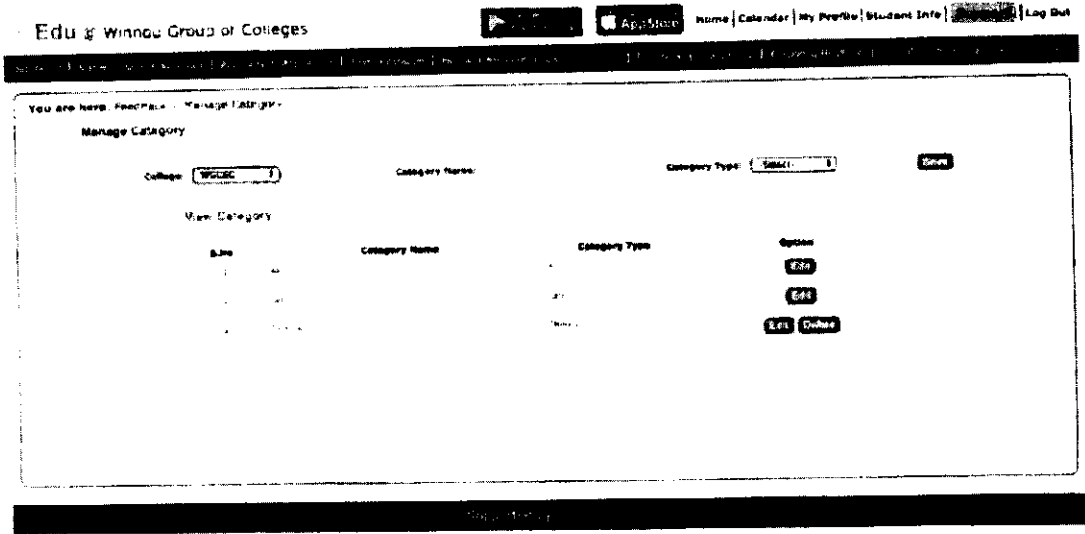
Manage Category

Menu Navigation: Feedback – Setup – Manage Category

Categories help group questions. You can define any number of categories.

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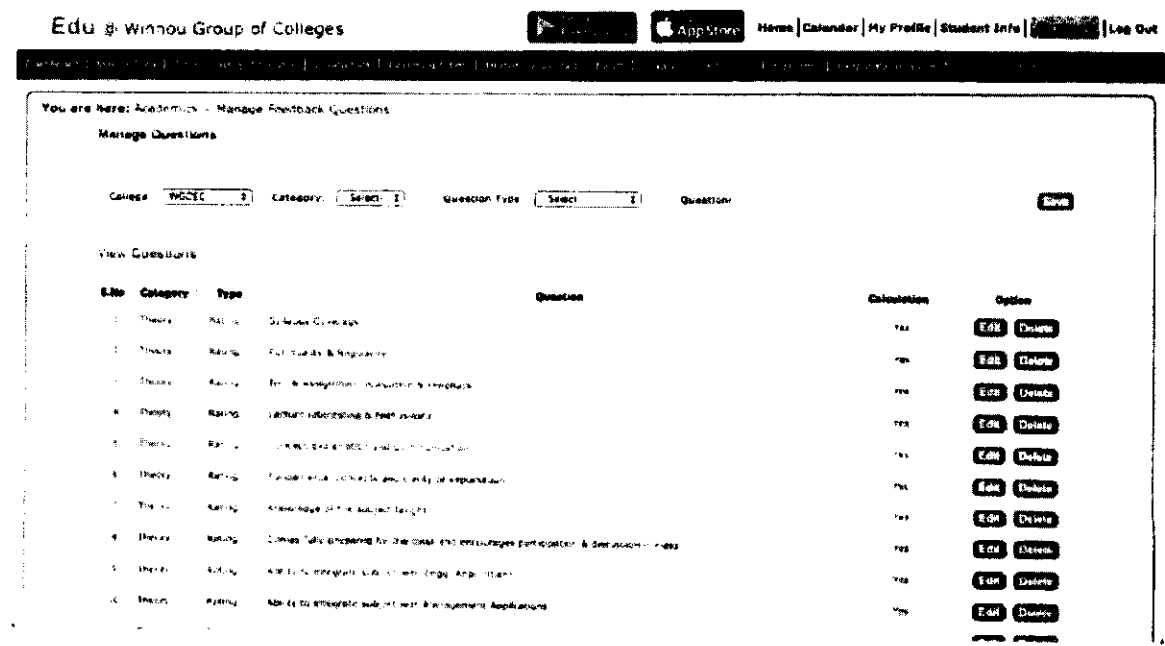




Manage Questions

Menu Navigation: Feedback – Setup – Manage Questions

Define the questions that you would like to administer. Questions defined here can then later be added to the questionnaire.



Manage Options

Menu Navigation: Feedback – Setup – Manage Options

Define the options range that you would make available for students. Options range can be anything you choose. Most common option ranges are 1-5 or 1-10.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Feedback > Manage Options

Manage Options

Message Options

College: WCCS | Option Set: Select | Option Name: | Retry: | Save

View Options

S.No	Option Set	Rating	Option Name	Option
1	Set1	1	Not Satisfactory	Edit Delete
2	Set1	2	Below Average	Edit Delete
3	Set1	3	Average	Edit Delete
4	Set1	4	Good	Edit Delete
5	Set1	5	Excellent	Edit Delete

Manage Feedback Questionnaire

Menu Navigation: Feedback – Setup – Manage Feedback Questionnaire

Questions can be added together to form a questionnaire.

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You are here: feedback > Manage Feedback Questionnaire

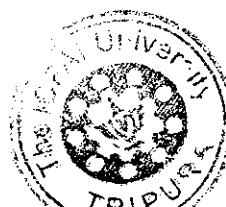
View Questionnaire

Create New

S.No	College	Questionnaire	Option Set	Option
1	WCCS	Feedback for Theory Subjects	Set1	View Edit Delete
2	WCCS	Feedback for Lab Subjects	Set1	View Edit Delete
3	WCCS	Feedback for Theory Subjects	Set1	View
4	WCCS	Feedback for Lab Subjects	Set1	View Edit Delete
5	WCCS	Feedback for Lab Subjects	Set1	View

Defined questionnaires can be reviewed, edited or new questionnaires created as necessary.

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You are here: Feedback > Manage Feedback Questionnaire

View Questionnaire Details

Questionnaire Name: Feedback for Theory Subjects Question Set: 1

Questions

S. No	Category	Question
1	Theory	to share their own
2	Theory	Particulars & regularity
3	Theory	Test & Assignments involving Lab & Fieldwork
4	Theory	Active learning & Formative
5	Theory	Concepts, Explanations and Summative
6	Theory	Fundamental concepts and clarity of explanation
7	Theory	Explanations of the subject taught
8	Theory	Capacity prepared for the Lab and encourage participation & discussion in class
9	Theory	Ability to integrate subject with Engg. Applications
10	Theory	Ability to integrate subject with Management Applications
11	Theory	Availability and approachability of the teacher after the class hours

[Back](#)

Questions can be taken off a questionnaire or new questions added to a questionnaire using the edit feature.

You are here: Feedback > Manage Feedback Questionnaire

Edit Feedback Questionnaire

Questionnaire Name: Feedback for Theory Subjects Question Set: 1

Theory

- Subject Concepts
- Regularity & Frequency
- Test & Assignments involving Lab & Fieldwork
- Active learning & Formative
- Concepts, Explanations and Summative
- Fundamental concepts and clarity of explanation
- Explanations of the subject taught
- Capacity prepared for the Lab and encourage participation & discussion in class
- Ability to integrate subject with Engg. Applications
- Ability to integrate subject with Management Applications
- Availability and approachability of the teacher after the class hours

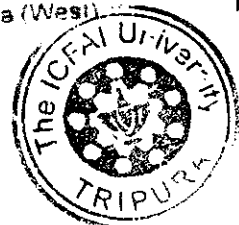
Lab

- Availability and approachability of the teacher after the class hours

Feedback Schedule

Menu Navigation: Feedback → Setup → Feedback Schedule

Feedback Schedules can be setup to administer questionnaires and collect feedback from the students. When defining a new schedule, you give it a name, date range, select the questionnaire to administer and then select the active term students that you would like to participate in the feedback survey.



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Home | Calendar | My Profile | Student Info | Log Out

You are here: Academics > Manage Feedback Schedules

[Create New](#)

Schedule Details

ID	Questionnaire Name	Schedule Name	From Date & Time	To Date & Time	Sections	Published	Comments	Options
1	Test Feedback	Test Feedback	27-09-2021 12:54:34	31-01-2022 12:54:34	<input checked="" type="checkbox"/> Section	Yes	Please have a good internet connection while giving the feedback.	
2	Feedback for Theory Subjects	Mid Semester (March 2020)	23-09-2020 09:54:19	21-09-2020 19:19:19	<input checked="" type="checkbox"/> Section	Yes	Dear Students, You are requested to give all answers and submit the feedback.	
3	Feedback for Theory	Feedback for Theory	24-09-2020 10:11:14	31-09-2020 10:11:14	<input checked="" type="checkbox"/> Section	Yes	Submitting feedback for all the theory subjects.	

While defining the schedule, you can choose to publish the results to the faculty or not. This flag can be updated later to display the results to the faculty.

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Home | Calendar | My Profile | Student Info | Log Out

You are here: Academics > Manage Feedback Schedule

Feedback Schedule

Feedback Name: _____ Questionnaire:

From Date: _____ To Date: _____

Sections: Check All All Theory Sections All Practical Sections All New Sections

Comments: _____

Unpublish to faculty:

Reports

Feedback Dashboard

Menu Navigation: Feedback – Reports – Feedback Dashboard

A very detailed oriented report for the management which displays the complete feedback profile of staff members. Feedbacks are differentiated based on their schedules. Upon viewing the detailed level of a feedback schedule, we get access to feedback data based on sections & subjects.

Feedback score can be differentiated based on the below mentioned scores.

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- Orange - Feedback Score < 60
- Yellow - Feedback Score >= 60 & < 75
- Violet - Feedback Score >= 75 & < 90
- Green - Feedback Score >= 90

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You are here: Academics > Feedback > Feedback Report

Class	Feedback Schedule	Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6	Subject 7
PGDIP II Year Sem 2	24-01-2020 31-01-2020	PGPE-0030 Score: 61.89 (8)	PGPE-0036 Score: 60.84 (8)	PGPE-0038 Score: 68.43 (9)			PGPE-0035 Score: 62.31 (9)	

Class Wise Feedback

Menu Navigation: Feedback – Reports – Class Wise Feedback Report

This report displays feedback data class wise.

Search criteria: Class Wise Feedback can be searched with the following fields

1. Department
2. Program
3. Batch Year
4. Feedback*

Search Results are displayed in a tabular report with the following columns. This report also shows overview of total student on the rolls and how many students gave the feedback.

1. S. No
2. Subject
3. Faculty Name
4. Score
5. No. of Students
6. Percentage



You are here: Academics > Class Wise Feedback Report

Feedback by Students of Rupesh Thakur for PGDM - PGDM II Year Sem 2 - Applied Analytics

Students on rolls: 30 Feedback date: 24-01-2020
Feedback given by: 8 Av. Rating: 81.89 %

S. No	Criteria (Question)	Score	%
1	...	12	87.00
Group B (Score >=60% & Score < 75%)			
S. No	Criteria (Question)	Score	%
1	...	29	72.50
2	...	28	70.00
3	...	28	70.00
4	...	25	62.50
5	...	24	60.00
6	...	23	57.50
Group C (Score < 60%)			
S. No	Criteria (Question)	Score	%
1	...	21	52.50
2	...	19	47.50

Faculty Wise Feedback

Menu Navigation: Feedback – Reports – Faculty Wise Feedback Report

This report displays feedback data faculty wise.

Search criteria: Faculty Wise Feedback can be searched with the following fields

1. Department
2. Faculty*

Search Results are displayed in a tabular report with the following columns.

1. S. No
2. Faculty Name
3. Faculty Department
4. Program
5. Batch
6. Subject Name
7. Feedback Name
8. Date of Feedback
9. Total
10. Percentage
11. Status

The status column has a link which displays the scores of questionnaire feedback.

Class Wise Remarks

Menu Navigation: Feedback – Reports – Class Wise Remarks

This report lists down all the comments that were given in the feedback.

Search criteria: Faculty Wise Feedback can be searched with the following fields

1. Feedback Name*
2. Section
3. Faculty
4. Subject

Search Results are displayed in a tabular report with the following columns.

1. S. No
2. Feedback Name
3. Section
4. Faculty
5. Subject
6. Any other comment

Feedback Not Given

Menu Navigation: Feedback – Reports – Feedback not given

This report displays the list of students who has not submitted the feedback.

Search criteria: Faculty Wise Feedback can be searched with the following fields

1. Feedback Name*
2. Section

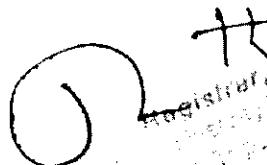
Student Info

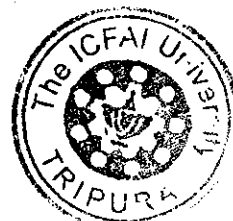
Menu Navigation: Home Screen – Student Info

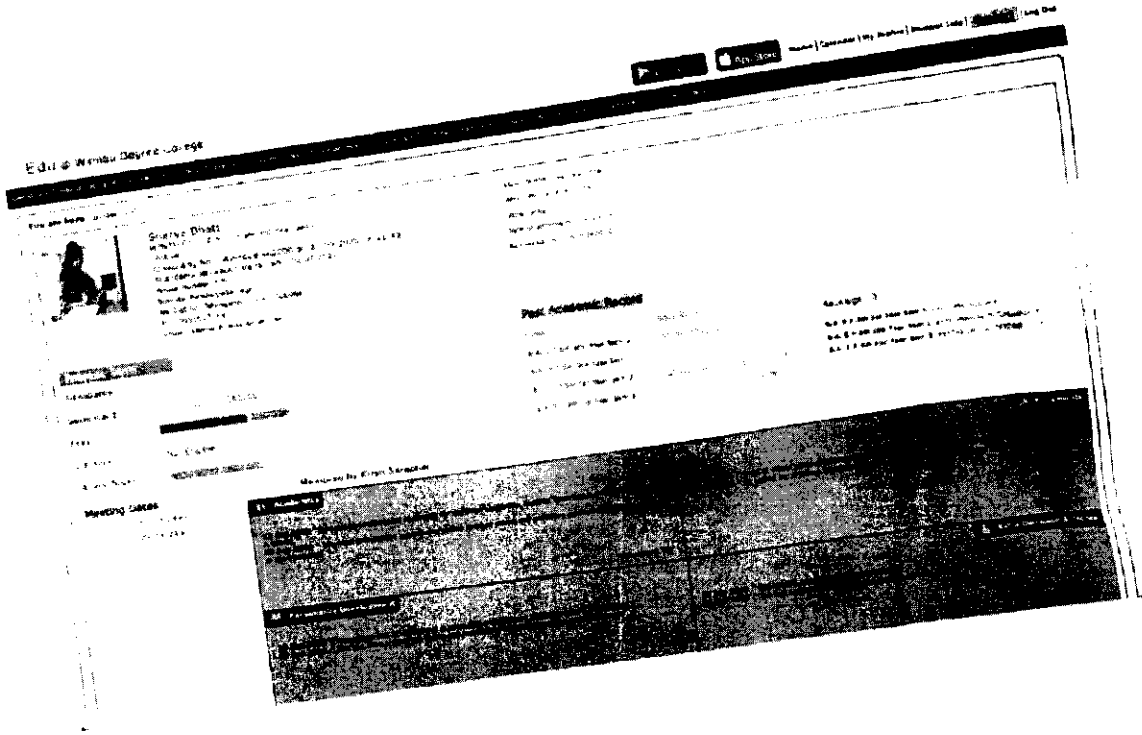
One of the highlights of the system is its 360 degree view of the student. This is where all student related information is brought together to be displayed to parents, faculty and management in a crisp, clear and tabulated screen. It is built as a one stop area to obtain every bit of information about a student right from the date of joining the institution to their last college day.

Here are the listed features of this screen

1. View attendance records of the student – starting with summary information, can be drilled down to the individual class level.
2. View fee payment history and due list
3. View sessional marks not only at a summary level but also at a detailed level.
4. View academic results of all exams conducted till date for the student
5. View any book due at library.
6. View list of failed exams, score for each repetition as well as final passing score
7. View list of current backlogs
8. You can view the mentor comments, and previous and upcoming meetings information.
9. View student eligibility for scholarship



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Tripura





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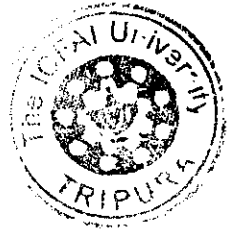


Evaluation of Attainment of Program Outcomes, Course Outcomes, and Learning Outcomes for the Academic Year 2023-24

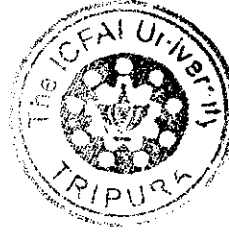
Course Code	Course Title	LPU	Programme Code	Programme	Department	Academic Year
ELC411	Educational Evaluation and Measurement	404	FOE003	M.Ed (Master of Education)	Faculty of Education	2023-24

Type of Evaluation	Item No	Item	BT level	Attained LO (Learning Outcome)	Attained CO (Course Outcome)	Attained PO (Program Outcome)
Midterm	1.	Differentiate between objective and subjective tools of measurement.	Level 2 Understand	Identify the key difference between Objective and Subjective tools of measurement	CO2	PO4
Midterm	2	How the questionnaire is differing from the inventory?	Level 3 Application	Use the proper tool based on the variable and situation	CO2	PO4
Midterm	3	List the statistical operations that can be performed on data measured by an ordinal scale	Level 1 Remember	Recall the possible statistical techniques appropriate for the Level of Measurement	CO1	PO4


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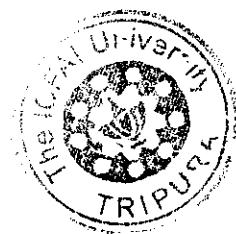
Midterm	4	Explain the concept of an "Achievement Test" in the context of educational assessment. Discuss the key characteristics that differentiate achievement tests from other types of assessments, such as aptitude tests.	Level 2 Understand	Compare and contrast the different types of Test	CO4	PO4
Midterm	5	Discuss the uses and significance of a 'Sociogram' in assessing social interactions within a classroom.	Level 3 Application	Use the appropriate tool to assess social interactions within a classroom	CO2	PO4
Midterm	6	Examine the challenges associated with assessing psychomotor skills in a classroom setting compared to assessing cognitive skills.	Level 5 Evaluation	Judge the practical problems related the assessment of affective and psychomotor domains	CO1	PO4
Midterm	7	Discuss three specific advantages of employing case studies in educational assessments, and provide examples of educational scenarios where this technique is most beneficial.	Level 2 Understand	List the merit and demerits of different tools and techniques	CO2	PO4
Midterm	8	Compare and contrast the use of sociometry with other methods of assessing classroom dynamics, such as observation and	Level 2 and 3 Understand, Application	Use the appropriate tool to assess social interactions within a classroom	CO2	PO4



Midterm	9	self-report surveys. Highlight the unique advantages of employing sociometric measures in educational research and evaluation. Give an example of a research study where sociometry was utilized to gain insights into classroom social structures	Level 2 Understand	Differentiate NRT and CRT	CO1	PO4		
Midterm	10	Illustrate Norm referenced test with an example. How is it different from the Criterion referenced test?	Level 6 Creation	Construct an achievement test	CO3	PO4		
Comprehensive	1	Provide one question for each of the following levels: Knowledge, Comprehension, Application, and Analysis. Explain how each question aligns with its respective cognitive level.	Level 1	Recall the associate theory related to measuring tool	CO2	PO4		
Comprehensive	2	On what psychological theory is the Thematic Apperception Test (TAT) based, and what does it . aim to assess?	Level 4 Analysis	Analyse the variables and identify the proper measuring tools	CO3	PO4		



Comprehensive	3	How does the Inkblot Test's approach to psychological assessment differ from that of structured tests?	Level 3 Application	Use the proper tool based on the variable and situation	CO4	PO4
Comprehensive	4	What are constructed-response items in test development, and how do they differ from other item types?	Level 2 Understanding	Differentiate different types of items based on the response of the subject	CO3	PO4
Comprehensive	5	Calculate the T-score for a score of 67, given that the mean is 65 and the standard deviation is 10	Level 3 Application	Apply the proper statistical equations to solve the educational problems	CO3	PO4
Comprehensive	6	Assess the suitability of multiple-choice items for different levels of learning.	Level 4 Analysis	Differentiate different types of items based on the response of the subject	CO3	PO4
Comprehensive	7	Explain the process of developing constructed-response items for educational assessments	Level 6 Creation	Construct tool for educational measurement	CO3	PO4
Comprehensive	8	Evaluate the impact of true/false items on the assessment of learning outcomes.	Level 5 Evaluate	Judge the merits and demerits of the items based on the context	CO2	PO4
Comprehensive	9	Outline the process for creating matching items	Level 6 Creation	Construct tool for educational measurement	CO3	PO4



Comprehensive	10	that effectively measure knowledge application.	Discuss the steps involved in creating effective selected-response items.	Level2 Understand	Discuss the steps for the construction of the tool	CO3	PO4	
Comprehensive	11	Discuss the role of item analysis in the development of reliable and valid assessment tools, including aspects like item difficulty and item discrimination.	Level2 Understand	Discuss the importance of Item analysis	CO3	PO4		
Comprehensive	12	Enumerate and Explain the steps of Test construction.	Level2 Understand	Enumerate and Explain the steps of Test construction	CO3	PO4		
Comprehensive	13	Evaluate the approaches and complexities in measuring psychological constructs such as attitude, interest, skills, personality, and values.	Level5 Evaluation	Judge the approaches and complexities in measuring psychological constructs such as attitude, interest, skills, personality, and values.	CO4	PO4		

