

Manual of
Examination
Automation System

Examination
Management System
(EMS)



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> AKS UNIVERSITY SATNA (M.P.)



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REGISTRAR AKS UNIVERSITY SATNA (M.P.)

1.0 Introduction:

Since its inception, the Examination Section of AKS University has been fully automated to ensure transparency, accuracy, and efficient handling of large volumes of data. The university has developed in-house software that automates the entire examination process. The Examination Management System is now fully operational, streamlining all examination-related tasks. This comprehensive, customized software solution covers all aspects of examination and result management, featuring user-friendly menus that enable easy generation of various reports, ensuring a seamless and efficient workflow.

The Examination Manager Module is a key component of the Examination Management System at AKS University. It is designed to streamline and simplify the examination process, providing comprehensive tools for managing all stages of examination planning, execution, and result processing. This module automates critical tasks such as scheduling exams, filling examination forms, generating hall tickets, processing results, and publication of results, as well as generating grade sheets, PDC, transcripts, and degree certificates.

The Examination Management System (EMS) at AKS University is a comprehensive, fully automated, and integrated solution designed to efficiently and accurately handle all phases of the examination process. From the initial pre-examination setup to the final declaration of results and issuance of certificates, the system ensures a streamlined workflow with enhanced security measures. Running both on the web and through a Local Area Network (LAN) for highly confidential operations, the EMS offers robust management of all examination-related tasks.

2.0 Key Features of the Examination Management System EMS

2.1. Examination Conduction-

The EMS simplifies and automates the various tasks involved in conducting exams:

• Exam Form Date Setting:

The system allows the CoE office to set deadlines for exam form submissions.

• Exam Form Acceptance:

Student exam forms are processed and accepted through the system once submitted.

• Roll Number Generation:

Unique roll numbers are generated for students, facilitating smooth identification during exams.

• Exam Timetable Generation:

A programme-wise timetable is created and published

• Exam Superintendent Allotment:

The system assigns examination superintendents based on the exam schedule.

• Absentees & UFM Entry:

During the exam, data of absentee students and Unfair Means (UFM) are recorded in real time.

2.2. Result Preparation-

The EMS manages the entire result preparation process efficiently, reducing errors and ensuring accuracy:

• Marks Entry:

Marks are entered through automated systems and saved securely.

• Marks Verification:

The system verifies the accuracy of marks, ensuring consistency before final processing.

• TR Generation:

Tabulation Registers (TR) are generated automatically.

• Result Publish:

Results are processed and published online, making them easily accessible to students through secure portals.

2.3. Marksheet and Degree Management-

The EMS also supports the generation of official documents:

• Marksheet/Grade Sheet Printing:

Detailed Grade Sheet/ Marksheets are printed through the system once results are published.

• Transcript Printing:

Transcripts are printed through the system once the results are published.

• Provisional Degree Printing:

The system generates provisional degrees for students awaiting their final certification.

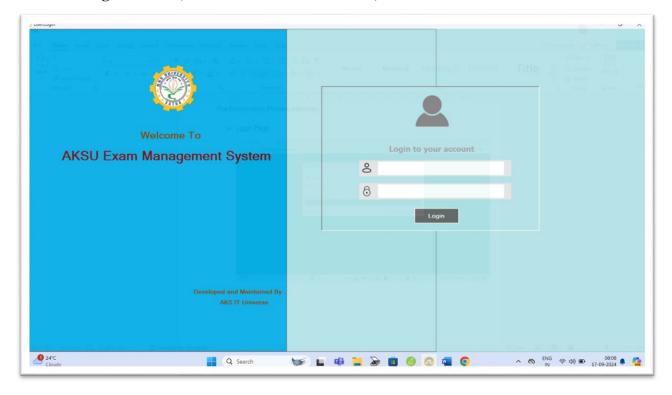
• Degree Printing:

Once all academic requirements are met, the EMS handles the generation and printing of final degree certificates.

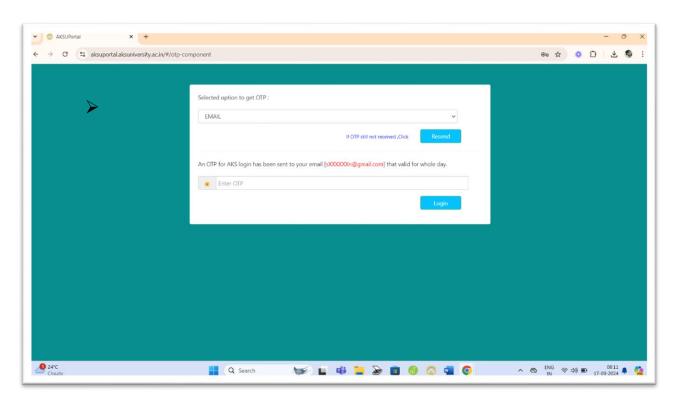
The Examination Management System at AKS University ensures a secure, efficient, and transparent examination process, contributing to the university's commitment to academic integrity and operational excellence.

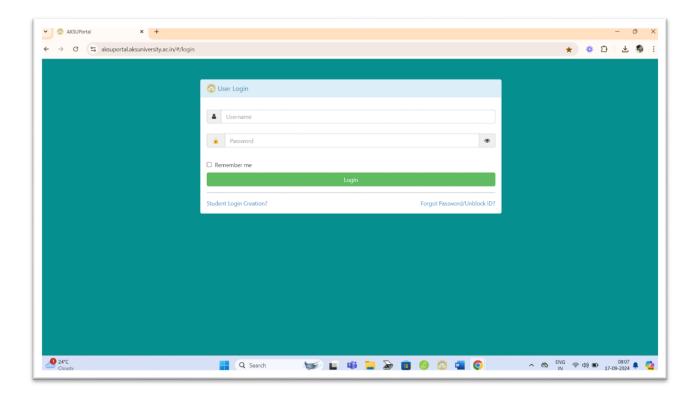
3.0 Screen Shorts of the EMS

- * Pre-Examination Process Screenshots-
- **Login Screen (Admin/Examination Officer):**

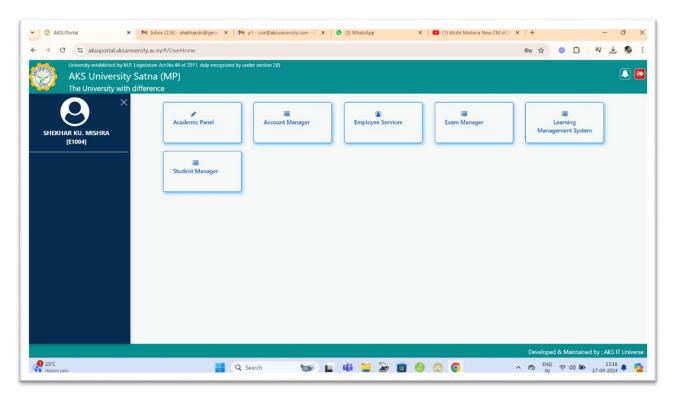


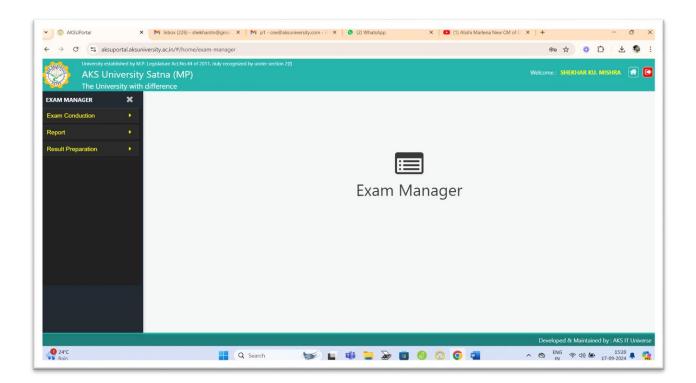
> OTP Verification-



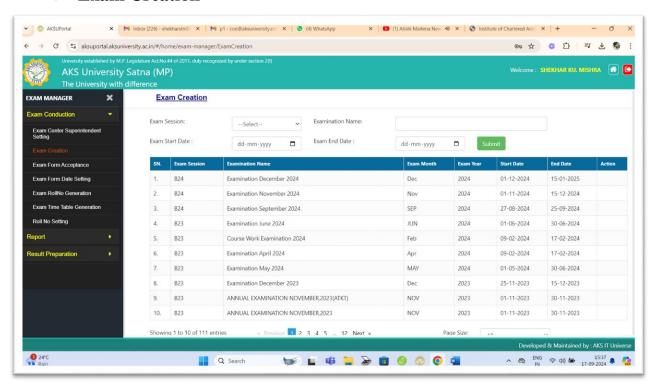


> Dashboard

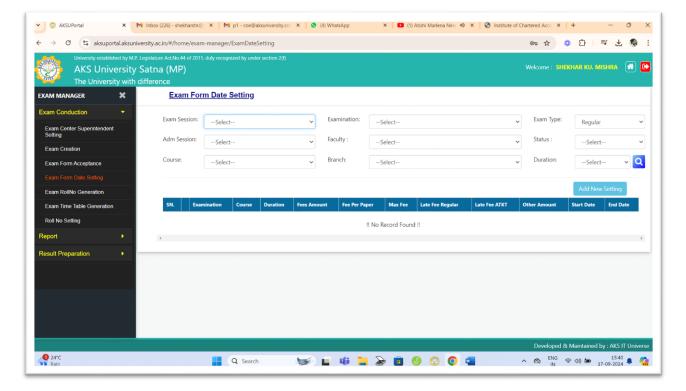




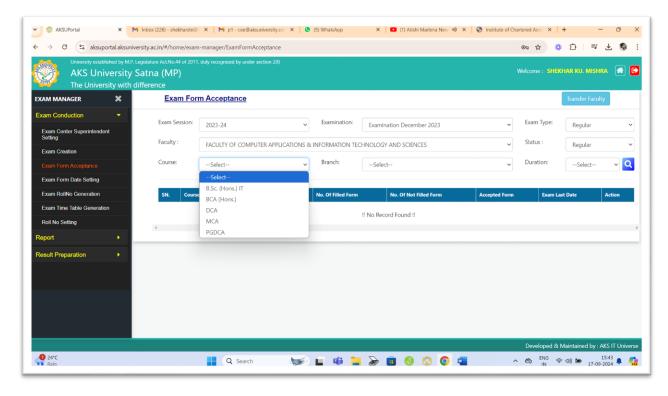
> Exam Creation-



> Exam Form Date Setting-

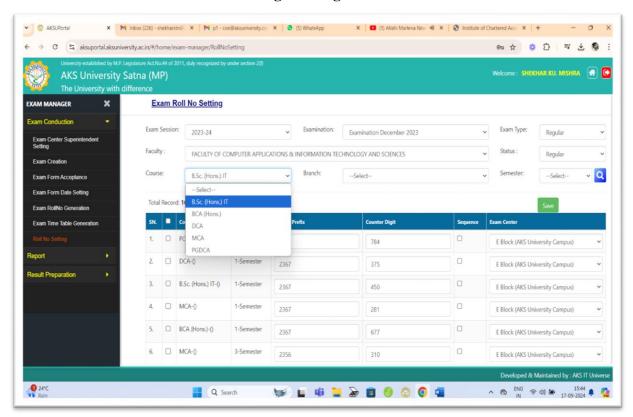


> Exam Form Acceptance-

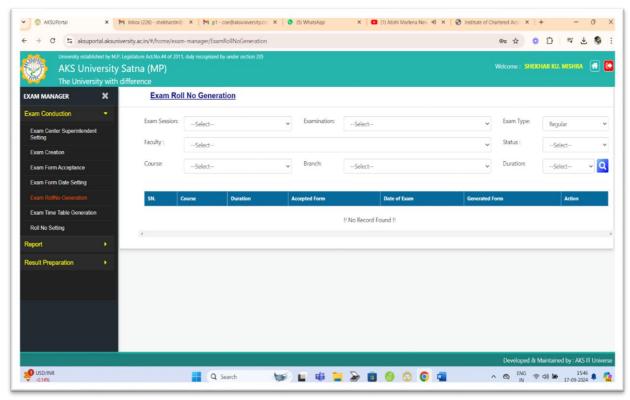


> Roll Number Generation-

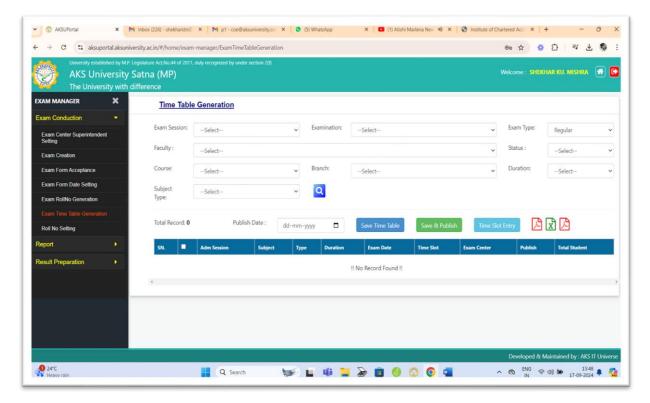
Exam Roll Number Range Setting-



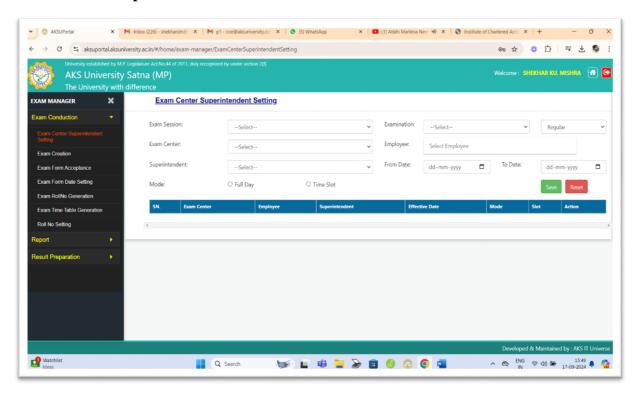
Exam Roll No. Generation and Exam Centre Allotment-



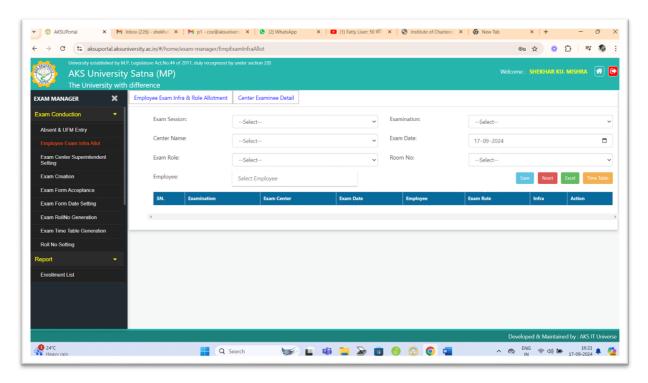
Exam Timetable Generation and Publication-



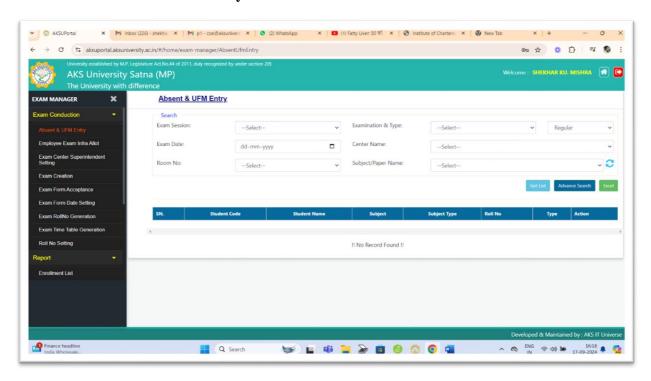
> Exam Superintendent Allotment-



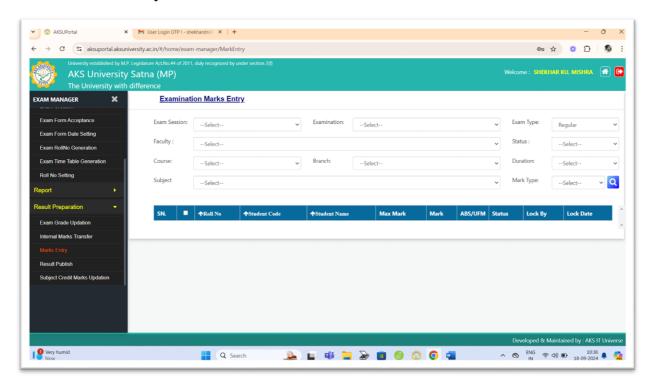
> Exam Infra Allotment-



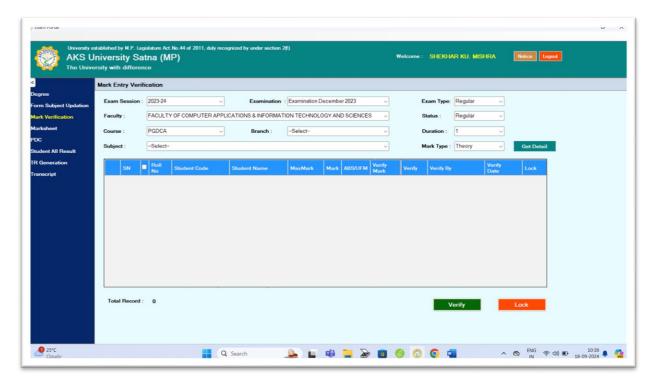
- > Conduction of Examination
- **➤** Absentees & UFM Entry:



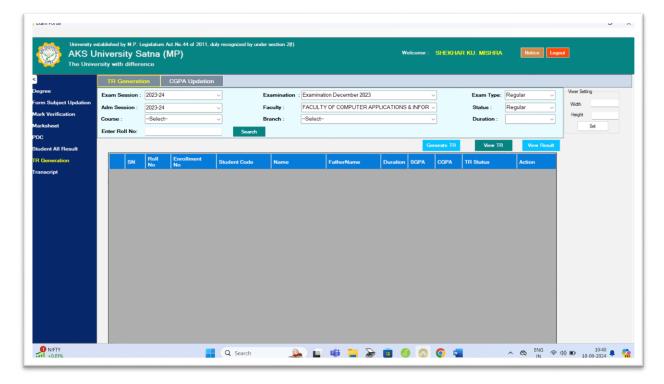
- * Post-Examination Process Screenshots-
- > Marks Entry:



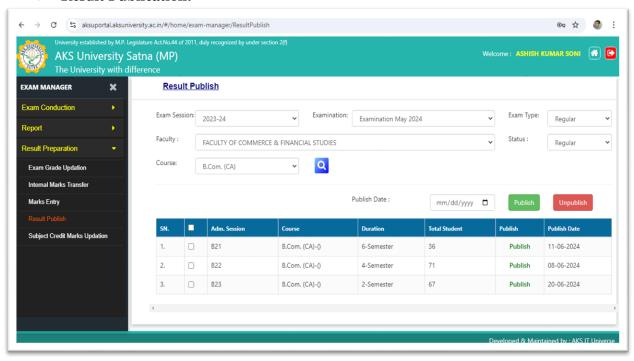
> Marks Verification:



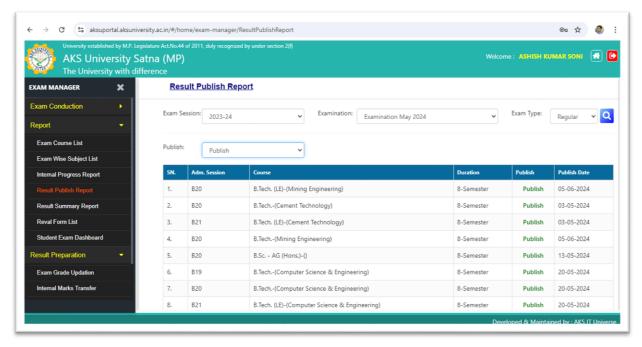
> TR Generation (Tabulation Register):



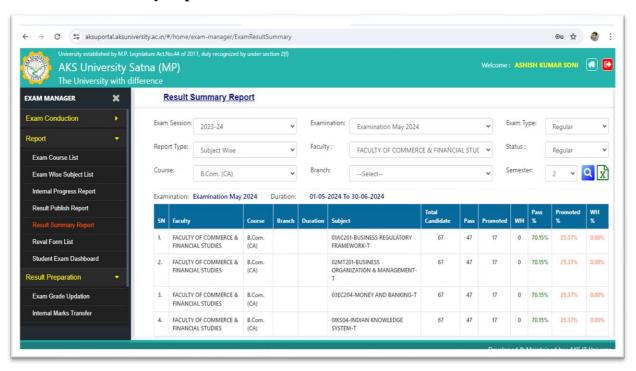
Result Publication:



> Published Result Report

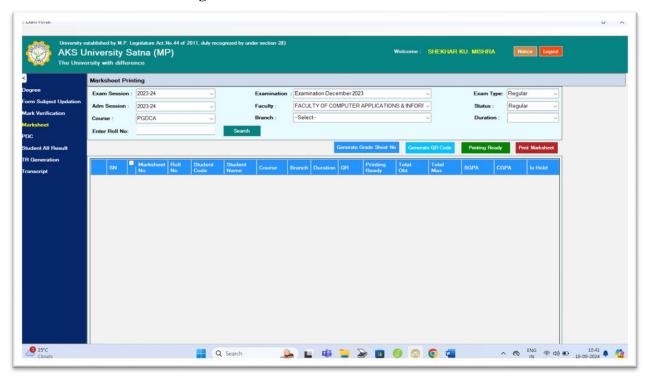


> Result Summary Report

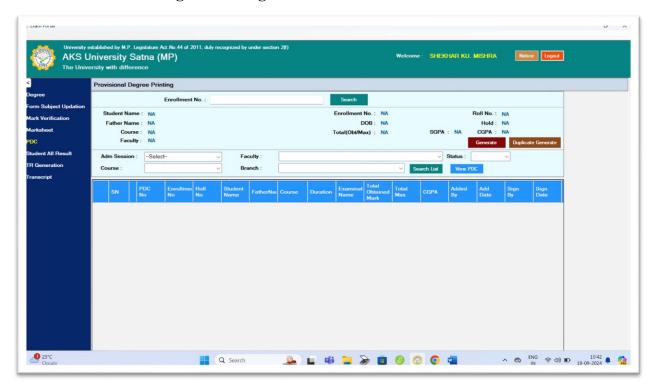


Post-Result Declaration Screenshots-

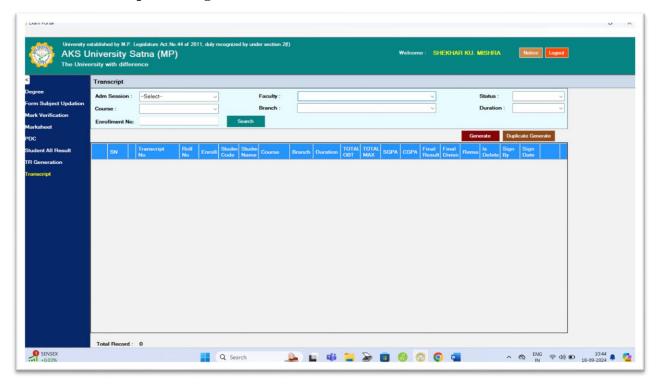
> Marksheet Printing-



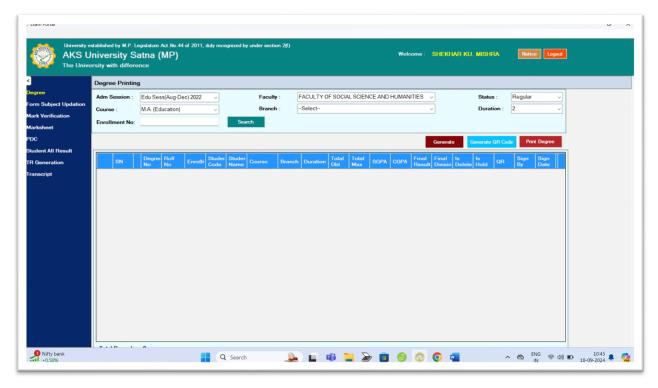
> Provisional Degree Printing-



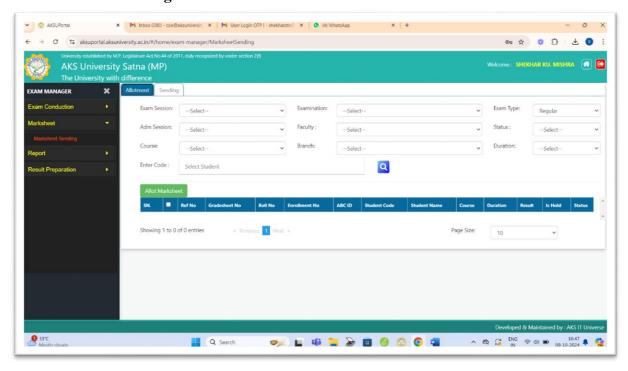
> Transcript Printing-

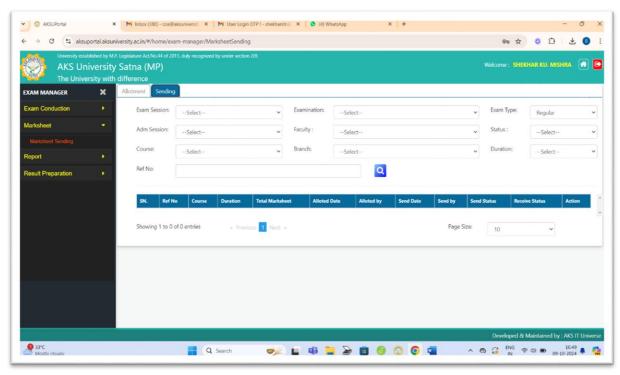


Degree Printing-



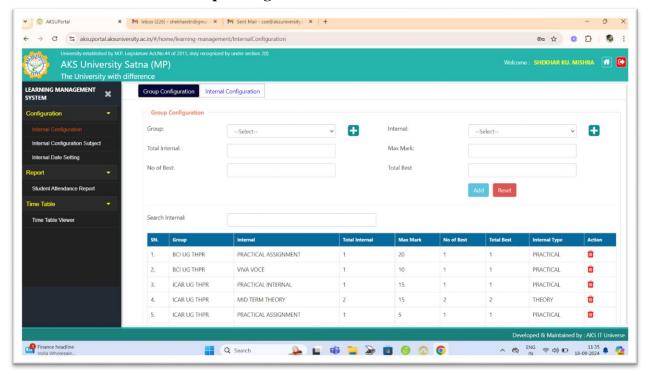
> Marksheet/ Degree Distribution-



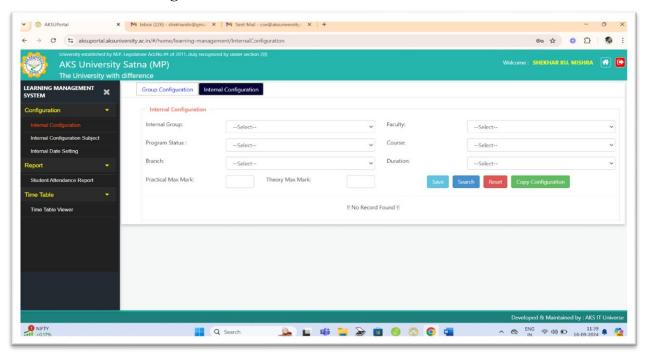


Internal Configuration:

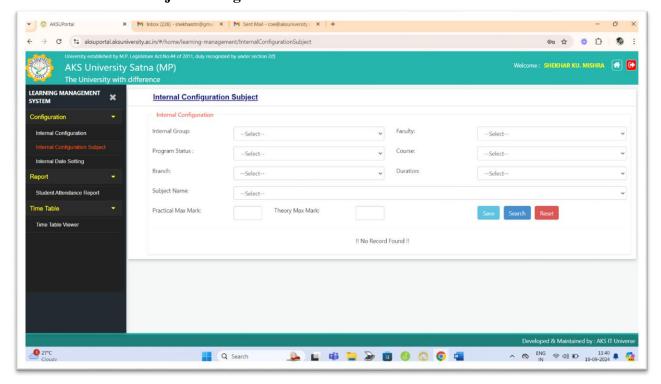
> Internal Group Configuration:



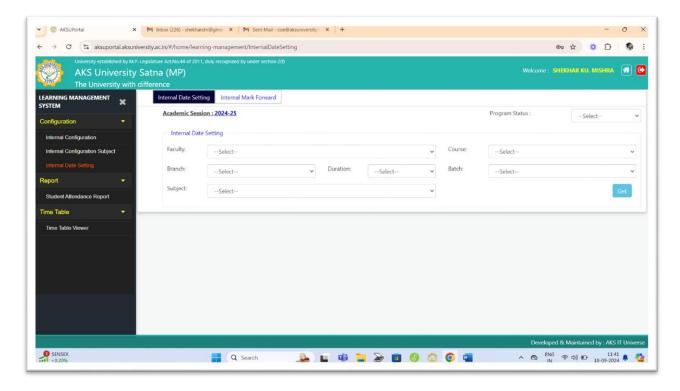
> Internal Configuration:



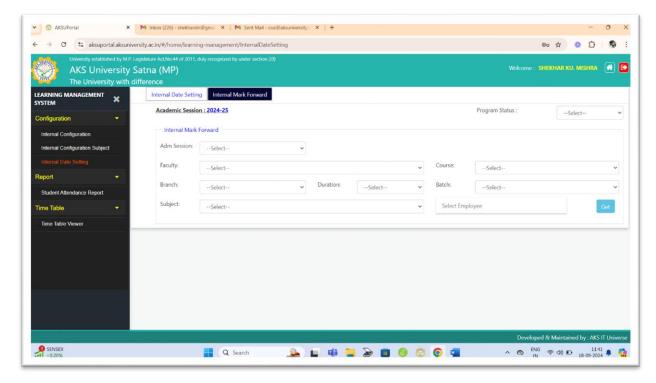
> Internal Subject Configuration:



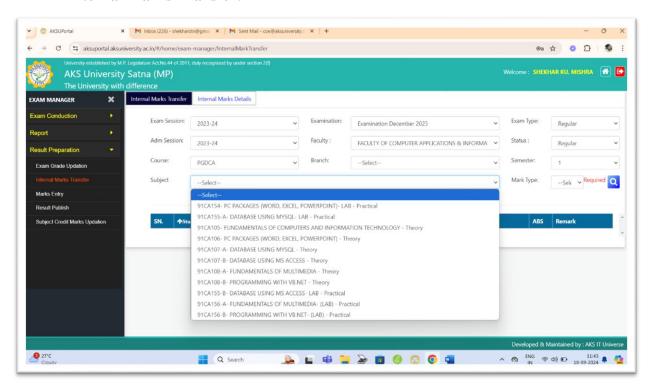
> Internal Examination Date Setting:



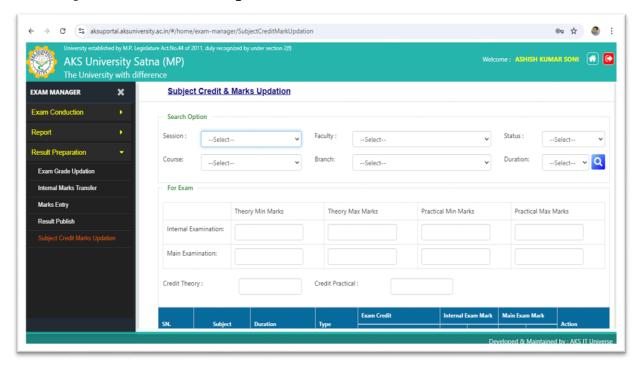
➤ Internal Examination Marks Forwarding:



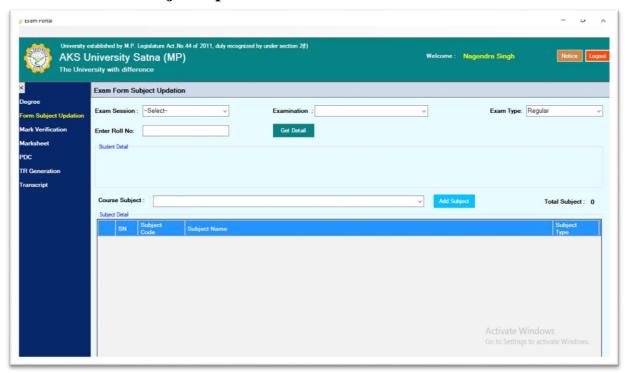
Internal Marks Transfer:



➤ Subject Credit Marks Updation:

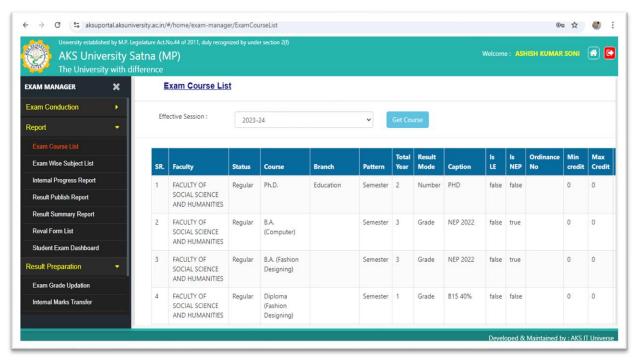


Exam Form Subject Updation:

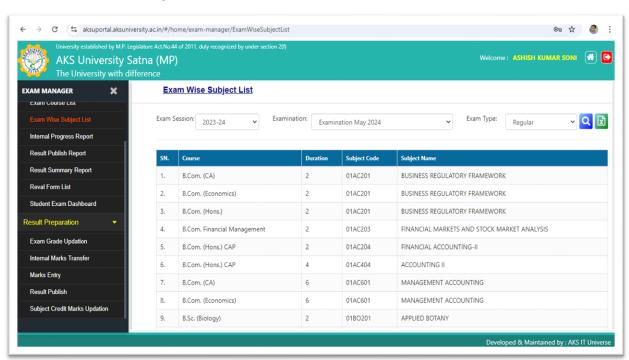


Reports

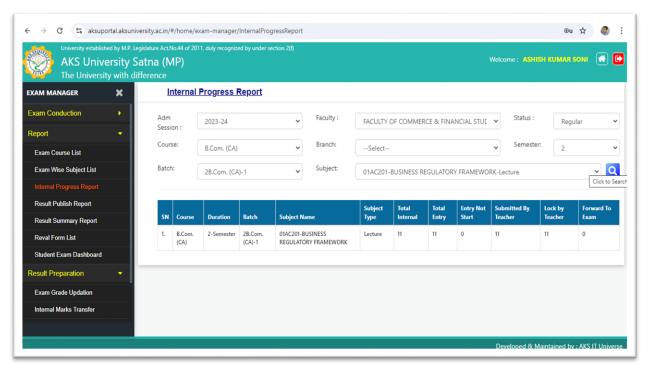
Exam Course:



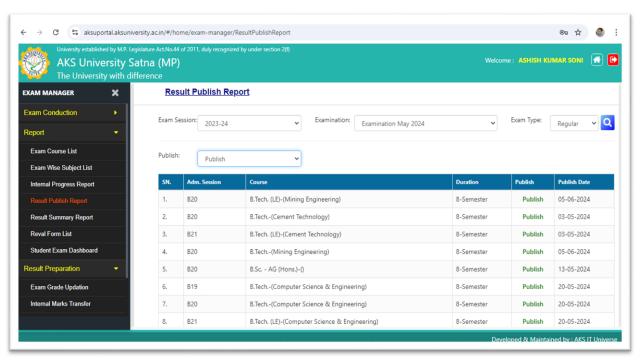
> Exam-wise Subject List:



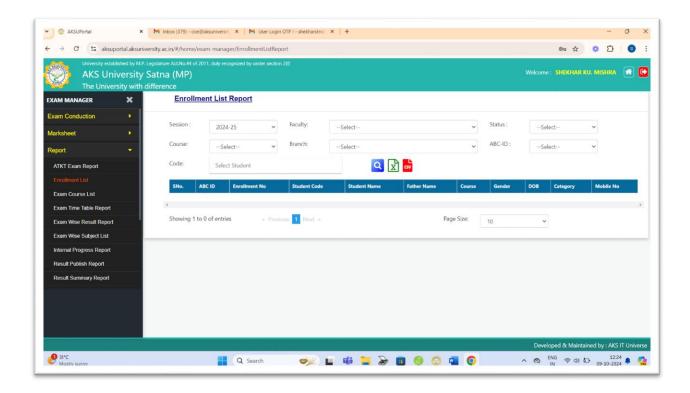
> Internal Progress Report:



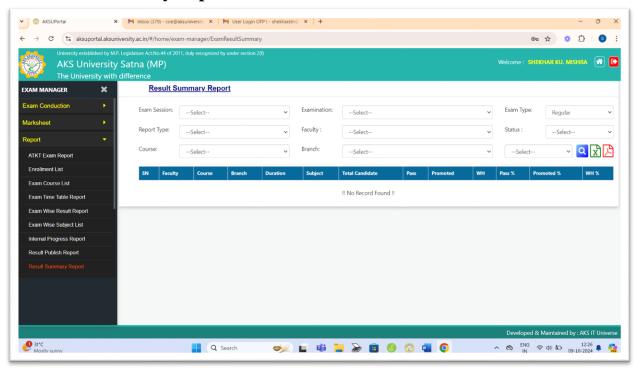
> Result Publish Report:



> Enrolment List Report



> Result Summary Report:



> Student Exam Dashboard: This page is used for the Student Examination Dashboard.

