

KA NNUR UNIVERSITY

ONLINE INTERNAL MARK ENTRY SYSTEM

(Guidelines)

General

- 1) Internal Mark once submitted **shall not be revised** .
- 2) **All students on the roll right from beginning of the semester** are to be covered(internal Mark of those who have discontinued are also to be recorded.

I.A. mark entry Process At a glance

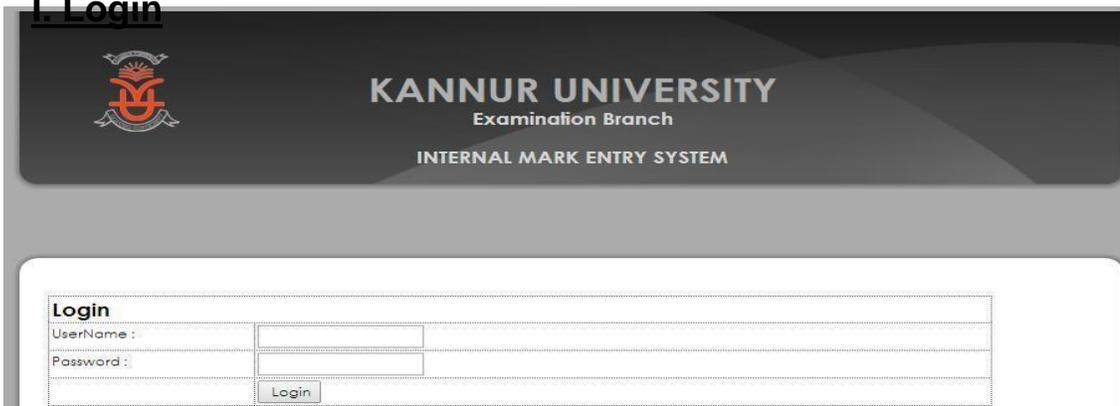
(Existing users can use their present username and password to login)

1. For adding new users, Login using the *username* and *password* allotted to the **college**
2. Add new user as Teacher / Head of the Department.
3. Login using using the user id and password.
4. Select Examination.
5. Select Course.
6. Enter internal marks by the Teacher
7. Take Institutional copy, publish it on the notice board and keep it at the college.
8. Rectify discrepancies/redress grievance of the students , if any
9. Verify and approve the internal marks by the HoD.
10. Take Final printout of Internal Mark sheet, that is, the University copy.
11. Obtain Signature of the students on the University copy.
12. The teacher sign the university copy .
13. The HOD sign the University copy, affix department seal and submit to the principal for onward transmission to the University.
14. Principal forwards the University Copy to **“The Controller of Examinations”** with covering letter so as to reach the university before the last date.

Steps

Select the link **“Second Semester Online Internal Mark Entry”** on the Kannur University website. Then you get a Login window as shown below.

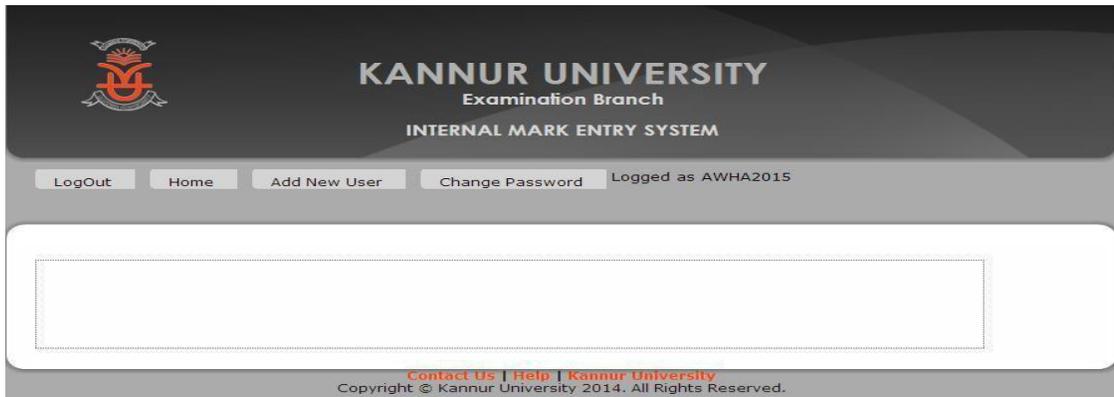
I. Login



Login	
UserName :	<input type="text"/>
Password :	<input type="password"/>
	<input type="button" value="Login"/>

2. Enter the username and password of the **College** provided by the University and click **Login** button. Then you get the screen shown below.

II. Register as a Teacher/ HoD (for New Users)



3. Select “Add New User” menu to register as **Teacher** (for Internal Mark Entry) . **HoD** (For Verification of Internal Mark) select **Add New User** button.

Fill up all the columns carefully. Avoid special characters like @, ., & * % ! \$ # ... etc. in the **Username** . While entering the password please use **alphanumeric characters** and click **CREATE USER** button.

Status:	SELECT ▼
Enter Name:	<input type="text"/>
Select Department Name	--- SELECT --- ▼
Enter Contact Number:	<input type="text"/>
Enter Email ID:	<input type="text"/>
Username:	<input type="text"/>
Password:	<input type="password"/>
Retype Password:	<input type="password"/>
<input type="button" value="CREATE USER"/>	

III. Change of password-for College/HOD/Teacher (Optional For Existing Users)

To change your existing password, if needed, select “**Change Password**” menu and give your existing username and password. Enter New password and re-enter the same password in **confirmation box** and click **Submit** button.

Home	Profile	Change pasword	Users	Logout	Logged as: soumyasreedhar
----------------------	-------------------------	--------------------------------	-----------------------	------------------------	---------------------------

CHANGE PASSWORD	
UserName :	<input type="text" value="soumyasreedhar"/>
Enter Old Password :	<input type="password"/>
Enter New Password :	<input type="password"/>
Confirm New Password :	<input type="password"/>
<input type="button" value="submit"/>	

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Change Profile Details (Optional For Existing Users)

To change your profile, if needed, click the **Edit Profile**.

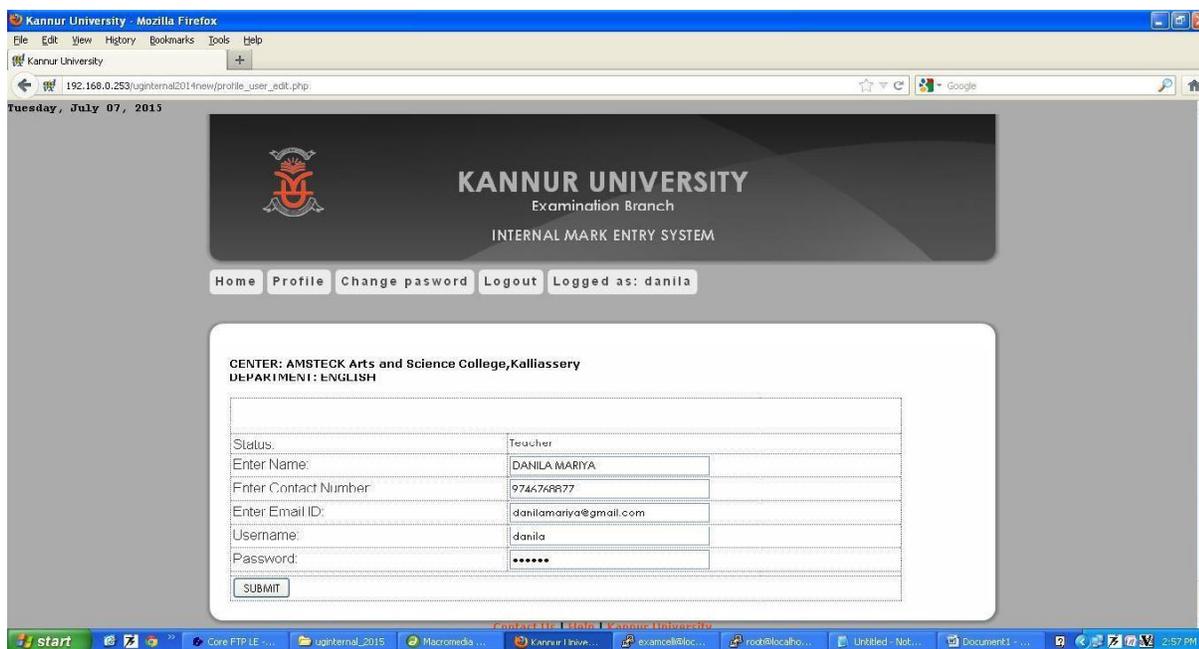


The screenshot shows a web interface with a navigation bar at the top containing buttons for Home, Profile, Change password, Users, Logout, and Logged as: soumyasreedhar. Below the navigation bar is a white box with a table titled "MY PROFILE".

MY PROFILE	
Name	soumyasreedhar
Contact No	8129611691
Email	soumyat24@gmail.com
Department	COMPUTER SCIENCE
EDIT PROFILE	CHANGE USER STATUS
* Note: User Status Change allows only once...	

At the bottom of the page, there are links for [Contact Us](#), [Help](#), and [Kannur University](#), followed by the copyright notice: Copyright © Kannur University 2014. All Rights Reserved.

Then you get the following window.



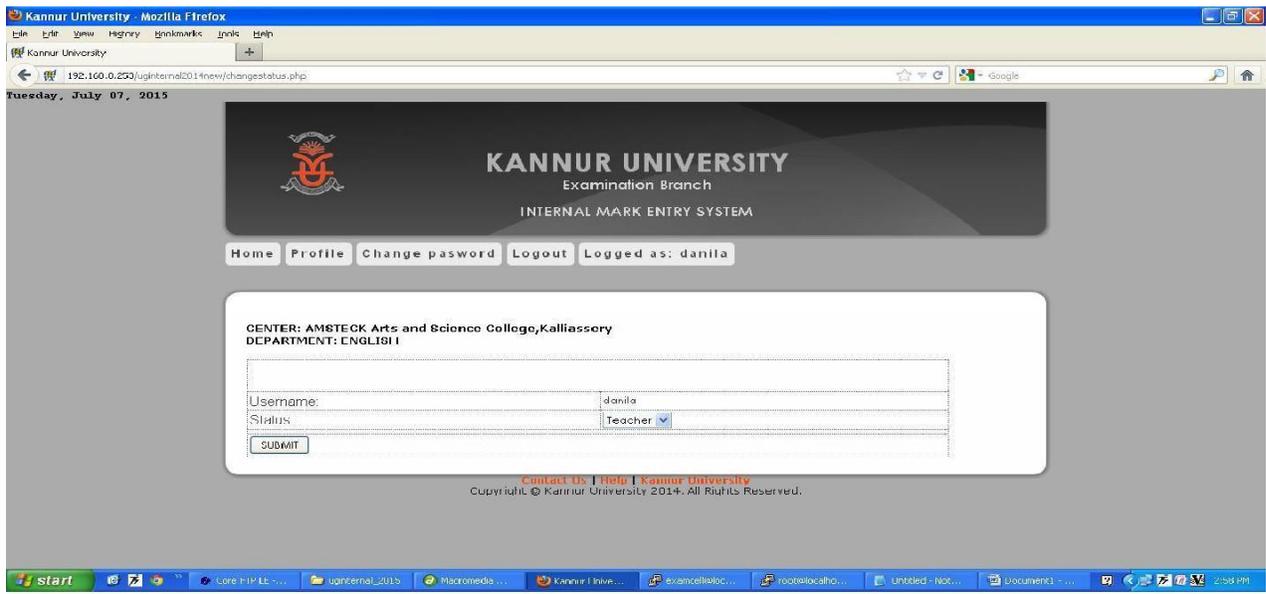
The screenshot shows a web browser window displaying the Kannur University Internal Mark Entry System. The page header includes the university logo and name, "KANNUR UNIVERSITY Examination Branch INTERNAL MARK ENTRY SYSTEM". The navigation bar shows buttons for Home, Profile, Change password, Logout, and Logged as: danila. The main content area displays the user's current profile information:

CENTER: AMSTECK Arts and Science College, Kalliassery
DEPARTMENT: ENGLISH

Status:	Teacher
Enter Name:	DANILA MARIYA
Enter Contact Number	9746768877
Enter Email ID:	danilamariya@gmail.com
Username:	danila
Password:	*****
<input type="button" value="SUBMIT"/>	

The browser window title is "Kannur University - Mozilla Firefox" and the address bar shows the URL "192.168.0.253/uginternal2014new/profile_user_edit.php". The date "Tuesday, July 07, 2015" is displayed on the left side of the page.

If the status of the user changes from HoD to User or vice-versa , select **status** from “teacher to HoD /HoD to teacher” as the case maybe .This can be done only once.



IV. INTERNAL MARK ENTRY

Log on to software using username and password of the teacher

Select the Name of Examination you want to enter internal marks and click submit button.

The screenshot shows a web browser window with the URL `14.139.185.42/uginternal2015_3rdsem_14admn/homenew.php`. The page header includes the Kannur University logo and the text "KANNUR UNIVERSITY Examination Branch INTERNAL MARK ENTRY SYSTEM". Below the header is a navigation menu with buttons for "Home", "Programs", "Profile", "Change pasword", and "Logout". The user is logged in as "msc". The main content area features a form with a "Select Program" dropdown menu currently set to "ECONOMICS" and a "SUBMIT" button. At the bottom of the page, there is a footer with "Contact Us | Help | Kannur University" and "Copyright © Kannur University 2014. All Rights Reserved." The Windows taskbar at the bottom shows several open applications and the system time as 3:26 PM.

The System will show the various courses (papers) offered at your department in the selected Examination.

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

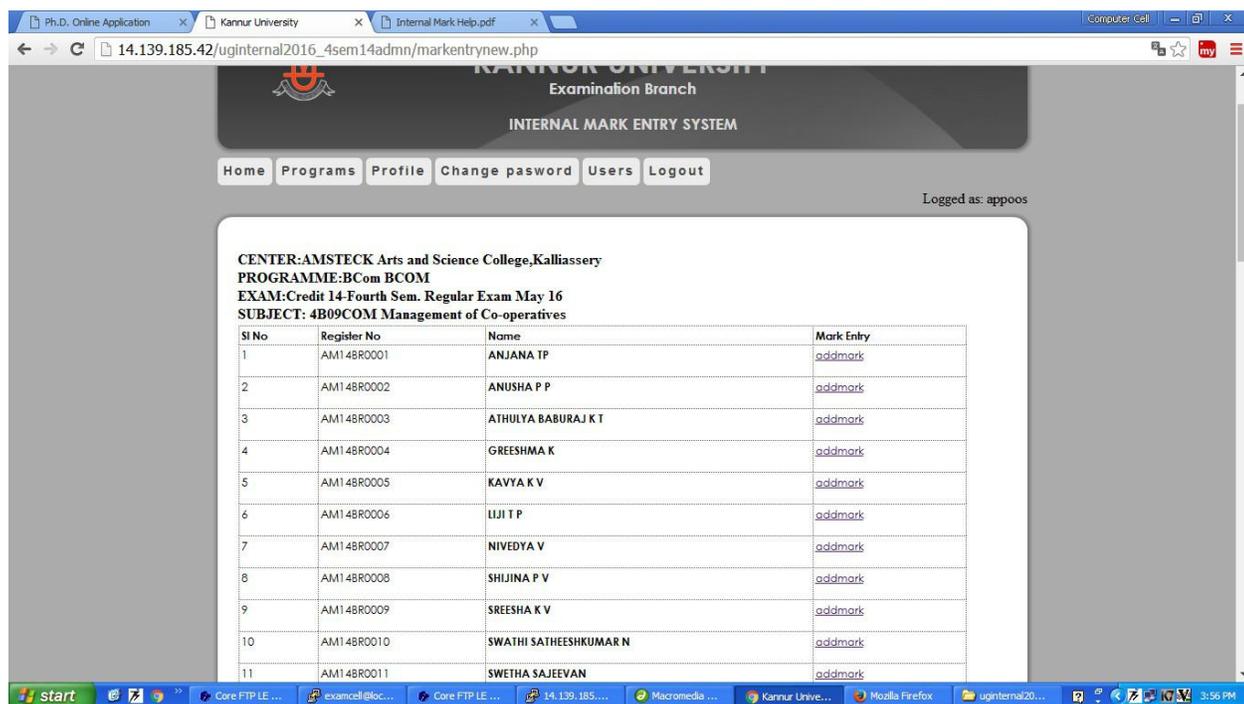


The screenshot shows a web interface for the Internal Mark Entry System. At the top, there are navigation buttons: LogOut, Home, Change Password, and Logged as jayesh. The main content area displays the following information:

PROGRAMME:BAHISTORY
EXAM:First Sem. Regular Exam Nov. 14
CENTER:

Below this information is a large empty text box. Underneath the text box is a "Select Paper" dropdown menu, which currently shows "1.A01 ENG Communicative English I". To the right of the dropdown is a "SUBMIT" button.

You will get an Internal Marks entry page as shown below.



The screenshot shows the Internal Mark Entry System interface for a specific examination. The page header includes the Kannur University logo and the text "KANNUR UNIVERSITY Examination Branch INTERNAL MARK ENTRY SYSTEM". Navigation buttons include Home, Programs, Profile, Change password, Users, and Logout. The user is logged in as "apooos".

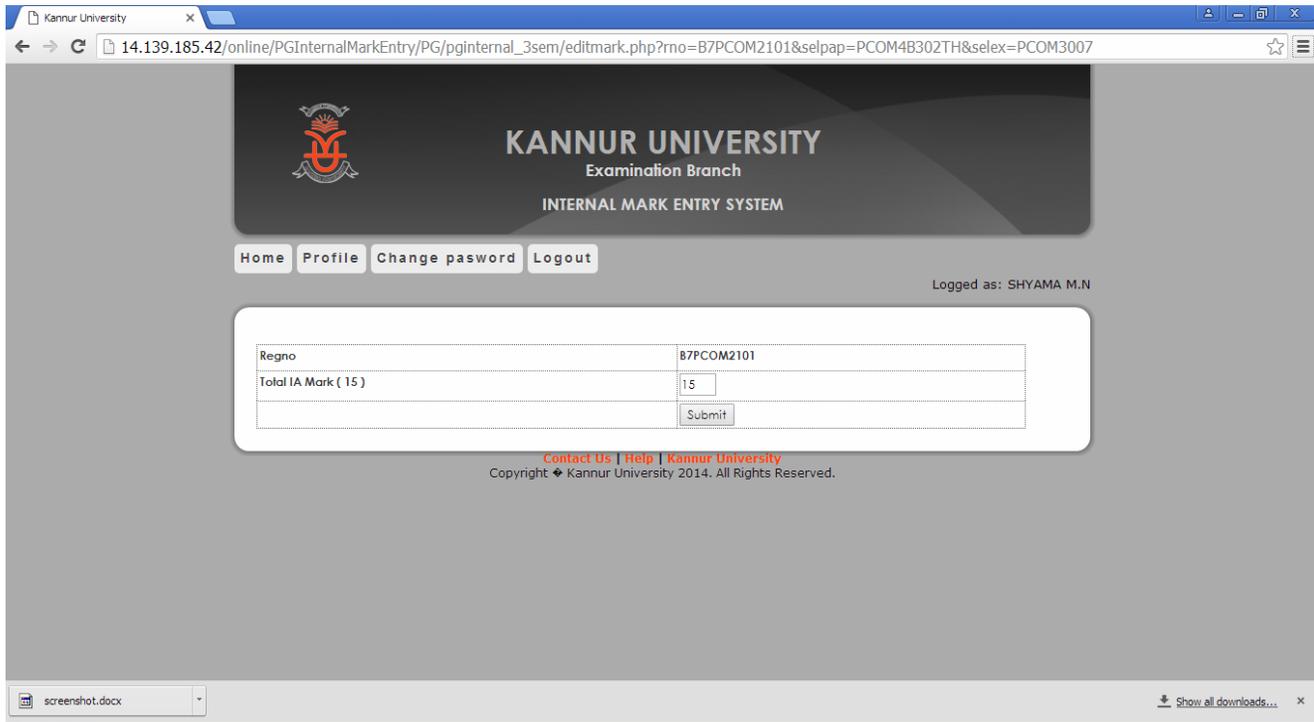
The main content area displays the following information:

CENTER:AMSTECK Arts and Science College,Kalliassery
PROGRAMME:BCom BCOM
EXAM:Credit 14-Fourth Sem. Regular Exam May 16
SUBJECT: 4B09COM Management of Co-operatives

Below this information is a table with 11 rows of student records. Each row contains the SI No, Register No, Name, and Mark Entry (with an "addmark" link).

SI No	Register No	Name	Mark Entry
1	AM14BR0001	ANJANA TP	addmark
2	AM14BR0002	ANUSHA P P	addmark
3	AM14BR0003	ATHULYA BABURAJ K T	addmark
4	AM14BR0004	GREESHMA K	addmark
5	AM14BR0005	KAVYA K V	addmark
6	AM14BR0006	LIJIT P	addmark
7	AM14BR0007	NIVEDIYA V	addmark
8	AM14BR0008	SHIJINA P V	addmark
9	AM14BR0009	SREESHA K V	addmark
10	AM14BR0010	SWATHI SATHEESHKUMAR N	addmark
11	AM14BR0011	SWETHA SAJEEVAN	addmark

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



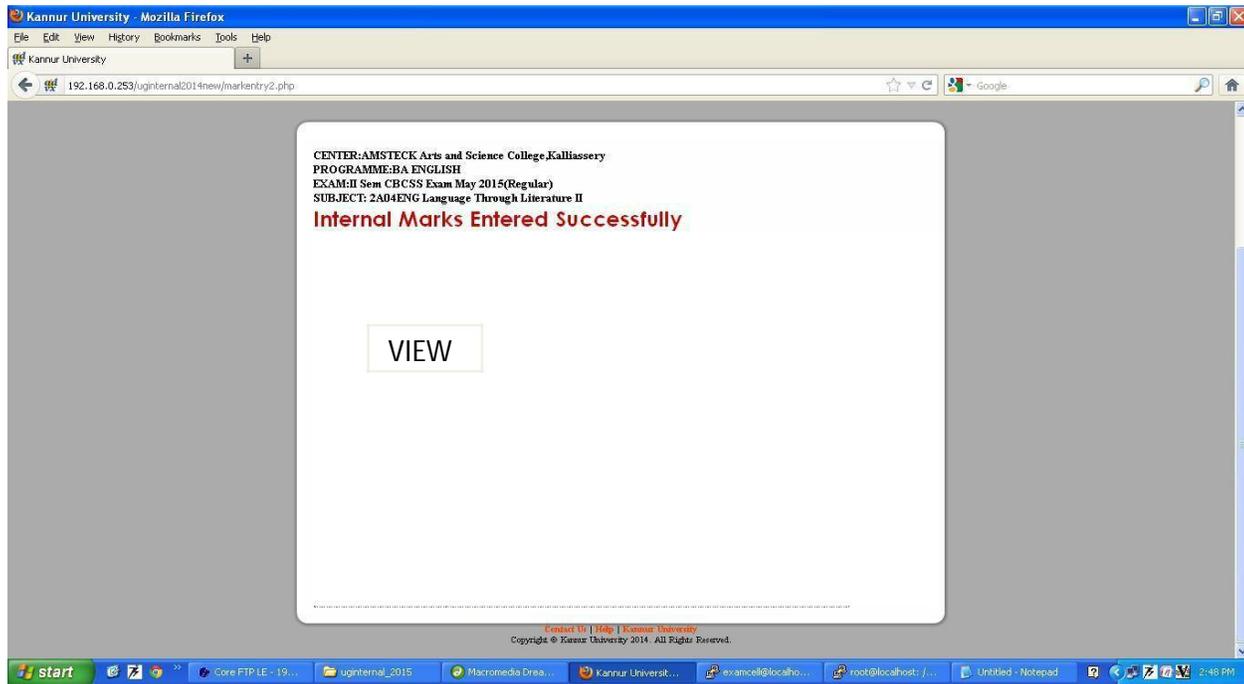
The screenshot shows a web browser window with the URL 14.139.185.42/online/PGInternalMarkEntry/PG/pginternal_3sem/editmark.php?mo=B7PCOM2101&selpap=PCOM4B302TH&selex=PCOM3007. The page header features the Kannur University logo and the text "KANNUR UNIVERSITY Examination Branch INTERNAL MARK ENTRY SYSTEM". Below the header are navigation buttons: Home, Profile, Change password, and Logout. The user is logged in as "SHYAMA M.N". The main content area contains a form with two input fields: "Regno" with the value "B7PCOM2101" and "Total IA Mark (15)" with the value "15". A "Submit" button is located below the form. At the bottom of the page, there are links for "Contact Us" and "Help", and a copyright notice: "Copyright © Kannur University 2014. All Rights Reserved." The browser's download bar at the bottom shows a file named "screenshot.docx" and a "Show all downloads..." link.

Enter the marks against the **Register Number** of the student with utmost care in the respective columns for Attendance, Assignment/Seminar/Viva/Lab/ Record Marks and Internal Test. Enter 'A' for Absent. ***The total mark will be displayed automatically.***

(Ensure that the semester , programme and course are correct.)

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

Then following window appears with the message “**Internal Mark Entered Successfully**”



Click on View button you can see all the candidte's marks....

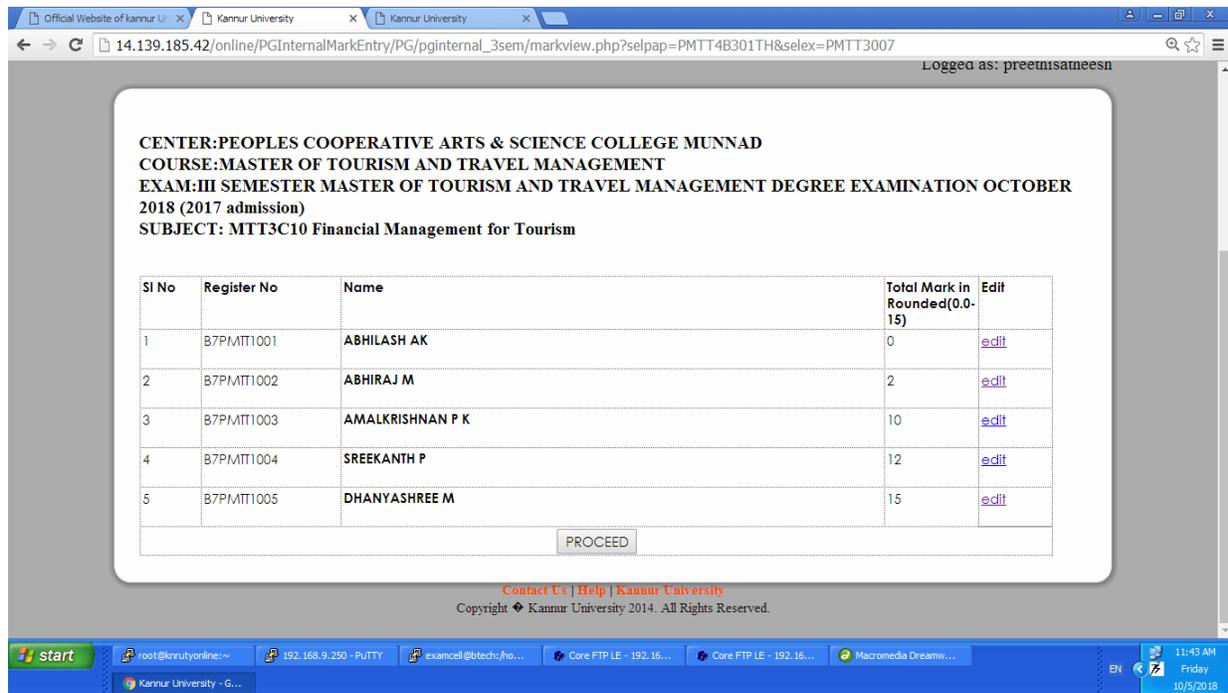
Edit Internal Mark Entries

For editing, **if needed:**

click **Edit** button

The following window appears.

click the **Edit** link appearing on the right side of the webpage to change internal mark of the particular student.



Official Website of Kannur University | Kannur University | Kannur University

14.139.185.42/online/PGInternalMarkEntry/PG/pginternal_3sem/markview.php?selpap=PMTT4B301TH&selex=PMTT3007

Logged as: preetimsameesn

CENTER:PEOPLES COOPERATIVE ARTS & SCIENCE COLLEGE MUNNAD
COURSE:MASTER OF TOURISM AND TRAVEL MANAGEMENT
EXAM:III SEMESTER MASTER OF TOURISM AND TRAVEL MANAGEMENT DEGREE EXAMINATION OCTOBER 2018 (2017 admission)
SUBJECT: MTT3C10 Financial Management for Tourism

Sl No	Register No	Name	Total Mark in Rounded(0.0-15)	Edit
1	B7P/MTT1001	ABHILASH AK	0	edit
2	B7P/MTT1002	ABHIRAJ M	2	edit
3	B7P/MTT1003	AMALKRISHNAN P K	10	edit
4	B7P/MTT1004	SREEKANTH P	12	edit
5	B7P/MTT1005	DHANYASHREE M	15	edit

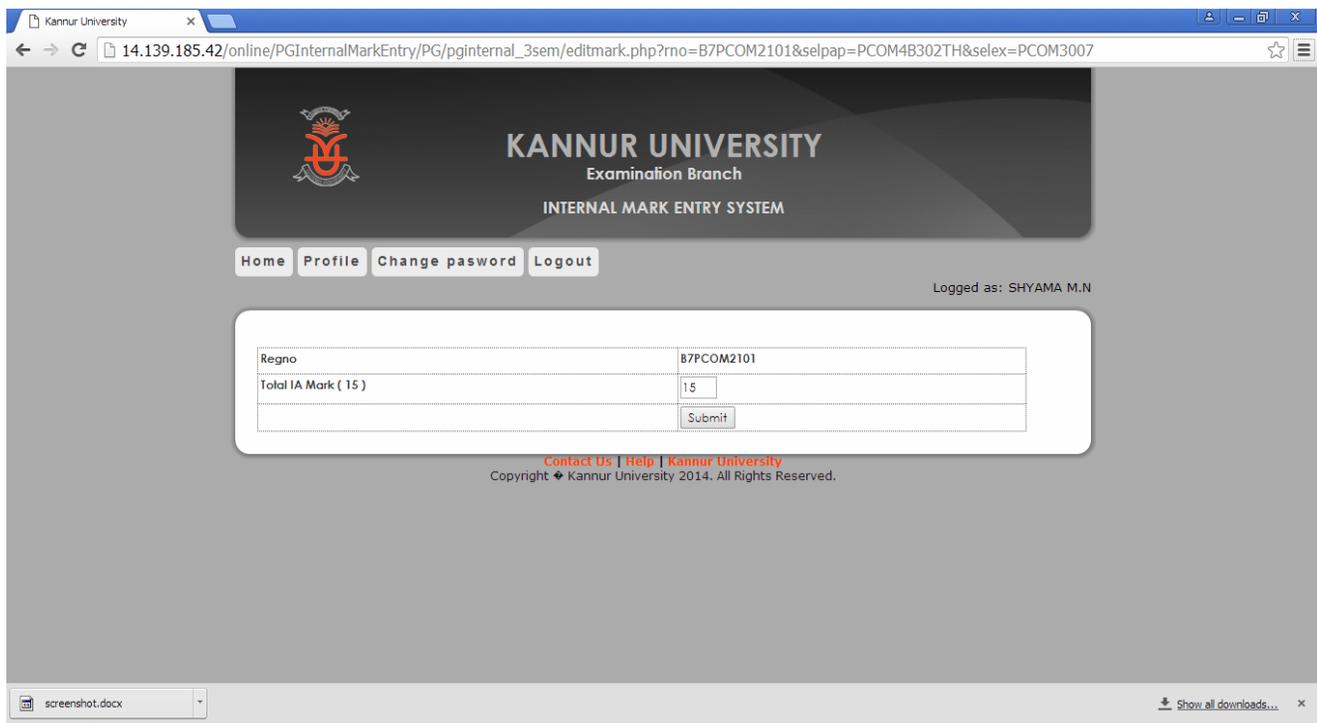
PROCEED

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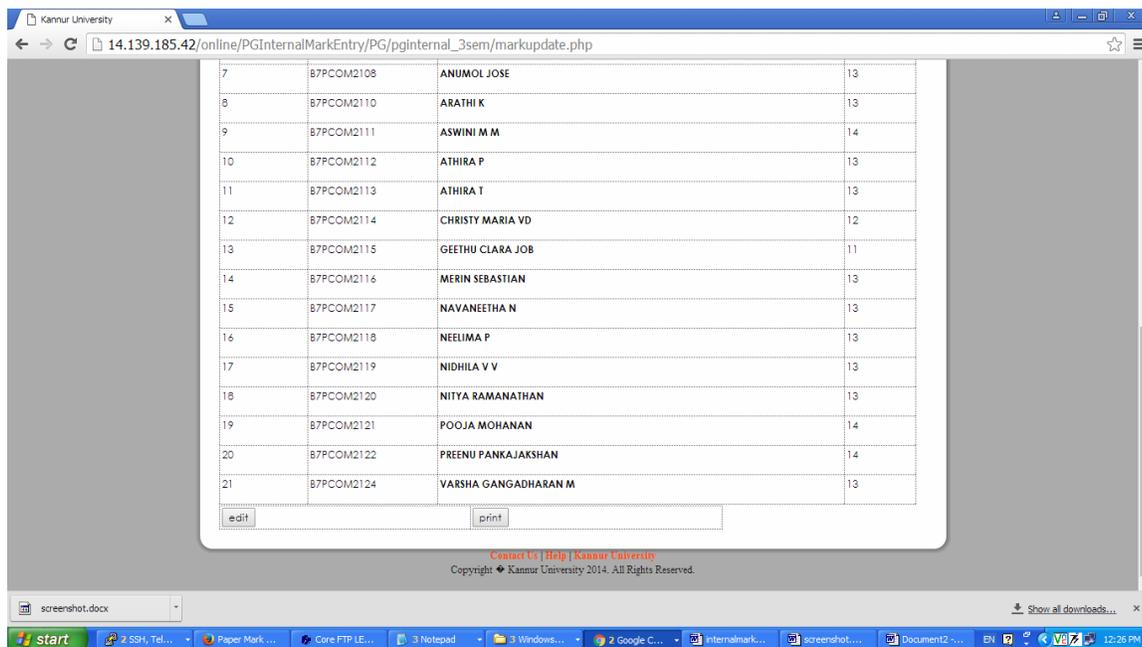
start | root@kannuronline:~ | 192.168.9.250 - PuTTY | examcell@bitech:/ho... | Core FTP LE - 192.16... | Core FTP LE - 192.16... | Macromedia Dreamw... | 11:43 AM Friday 10/5/2018

Then following window appears.

Edit the Entries



Click the **Submit** button
Then appears *“Print”* button (for teachers copy)



Submit Print button to get Provisional copy for teachers as shown below.

KANNUR UNIVERSITY
INTERNAL MARKS (Provisional Copy)

CENTRE OF EXAMINATION : TALLIPARAMBA ARTS & SCIENCE COLLEGE
PROGRAMME : M. Com.
NAME OF EXAM : III SEMESTER M. COM DEGREE EXAMINATION OCTOBER 2018 (2017 ADMISSION)
NAME OF PAPER : COM3C12 CORPORATE ACCOUNTING

SL NO	REGISTER NUMBER	NAME OF STUDENT	Mark	Signature of Candidate
1	B7PCOH2101	ANIL K P	15	
2	B7PCOH2102	EDHARSH K C	12	
3	B7PCOH2104	ANSHAYA N K	14	
4	B7PCOH2105	ANJU JOY	15	
5	B7PCOH2106	ANJU RAJAN	13	
6	B7PCOH2107	ANU MARIA JOSE	12	
7	B7PCOH2108	ANJUL JOSE	13	
8	B7PCOH2110	ARATHI K	13	
9	B7PCOH2111	ASWINI M H	14	
10	B7PCOH2112	ATHIRA P	13	
11	B7PCOH2113	ATHIRA T	13	
12	B7PCOH2114	CHRISTY MARIA VD	12	
13	B7PCOH2115	DEETHU CLARA JOSE	11	
14	B7PCOH2116	DEVIN SEBASTIAN	13	
15	B7PCOH2117	NAVJANETHA N	13	
16	B7PCOH2118	NEELINA P	13	
17	B7PCOH2119	NOHILA V V	13	
18	B7PCOH2120	NTVIA RAHULATHAN	13	
19	B7PCOH2121	POOJA MOHANAN	14	
20	B7PCOH2122	PREETHU RAJUKAKSHAN	14	
21	B7PCOH2124	VARSHA GAJAGADHARAN M	13	

Name: _____ Signature: _____

Prepared by: SHYAMA M. N

Verified by: _____

I hereby declare that all the entries made above are correct to the best of my knowledge and belief.

Signature of Principle with College Seal: _____

Note: 1. Please submit this provisional copy to the following address: The Controller of Examination, Kannur University, Thevakkara Campus, Kannur - 670002.

Notify the print out on the notice board.
Rectify discrepancy / redress grievance, if any, of the students.

V. INTERNAL MARK VERIFICATION (By HoD Only)

Internal marks entered by teachers should be verified and approved by the Head of Department before submitting to the University.

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

Select the name of examination.

Select the course (paper) concerned for verification.

Edit if necessary

Check the checkbox of each student and press **verify** button in the last column.

CENTER: TALIPARAMBA ARTS & SCIENCE COLLEGE
PROGRAMME: M.Com.
EXAM: III SEMESTER M.com DEGREE EXAMINATION OCTOBER 2018 (2017 admission)
SUBJECT: COM3C12 Corporate Accounting

Sl No	Register No	Name	Total Mark in Rounded(0.0-15)	Edit	Verify
1	STPCOM/2101	AKHIL K P	15	edit	<input type="checkbox"/>
2	STPCOM/2102	SIDHARDH K C	12	edit	<input type="checkbox"/>
3	STPCOM/2104	AKSHAYA N K	14	edit	<input type="checkbox"/>
4	STPCOM/2105	ANJU JOY	15	edit	<input type="checkbox"/>
5	STPCOM/2106	ANJU RAJAN	10	edit	<input type="checkbox"/>
6	STPCOM/2107	ANN MARIA JOSE	12	edit	<input type="checkbox"/>
7	STPCOM/2108	ANUMOL JOSE	10	edit	<input type="checkbox"/>
8	STPCOM/2110	ARATHI K	10	edit	<input type="checkbox"/>
9	STPCOM/2111	ASWINI M M	14	edit	<input type="checkbox"/>
10	STPCOM/2112	ATHIRA P	10	edit	<input type="checkbox"/>
11	STPCOM/2113	ATHIRA T	10	edit	<input type="checkbox"/>
12	STPCOM/2114	CHRISTY MARIA VD	12	edit	<input type="checkbox"/>
13	STPCOM/2115	GEEETHU CLARA JOB	11	edit	<input type="checkbox"/>
14	STPCOM/2116	MERIN SEBASTIAN	10	edit	<input type="checkbox"/>
15	STPCOM/2117	NAVANEETHA N	10	edit	<input type="checkbox"/>
16	STPCOM/2118	NEELIMA P	10	edit	<input type="checkbox"/>
17	STPCOM/2119	NIDHILA V V	10	edit	<input type="checkbox"/>
18	STPCOM/2120	NITYA RAMANATHAN	10	edit	<input type="checkbox"/>
19	STPCOM/2121	POOJA MOHANAN	14	edit	<input type="checkbox"/>
20	STPCOM/2122	PREENU PANKAJAKSHAN	14	edit	<input type="checkbox"/>
21	STPCOM/2124	VARSHA GANGADHARAN M	10	edit	<input type="checkbox"/>

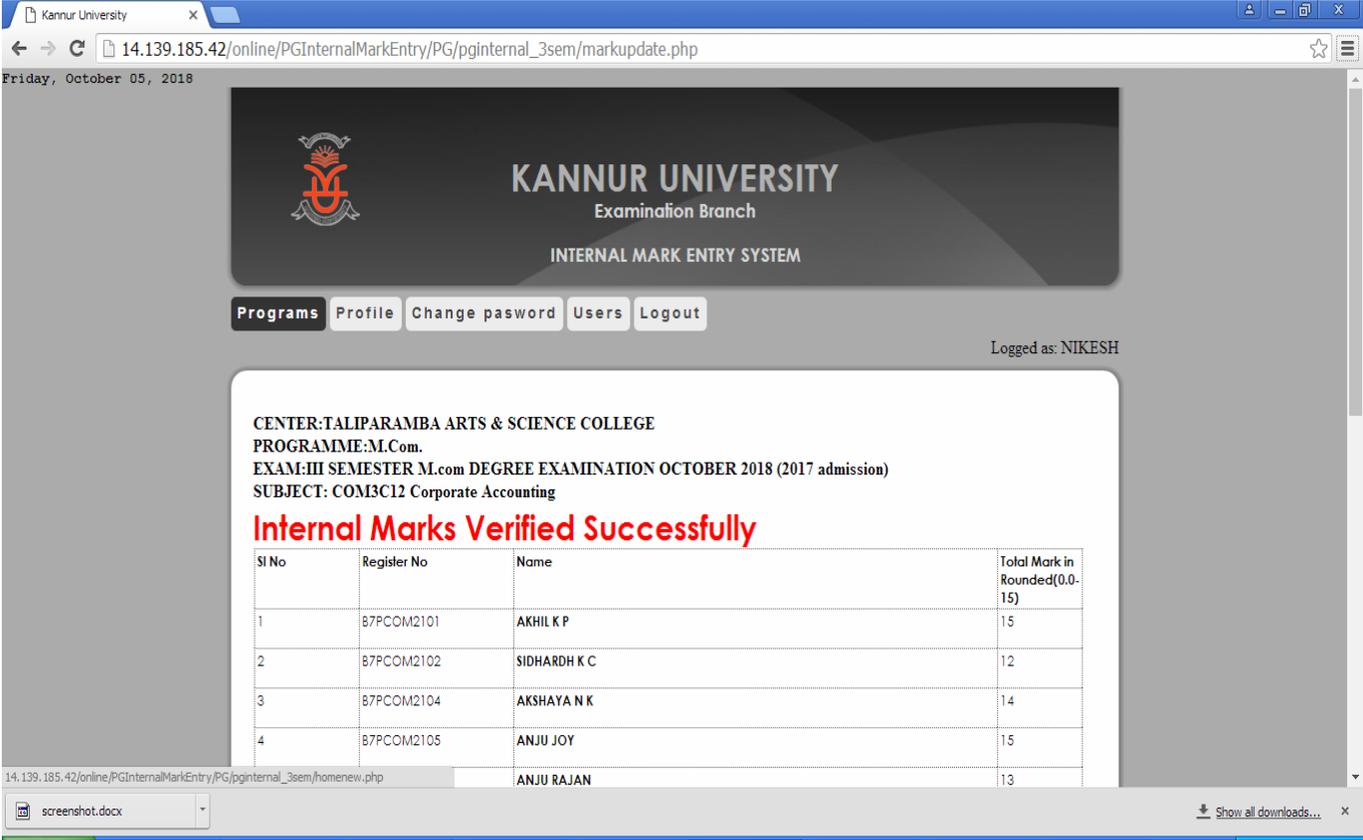
VERIFY

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click **VERIFY** button at the bottom left corner after completing the verification to finalize the internal mark.

No marks can be changed by the Teacher or HoD After verification

After submitting the **verify button** the following windows appears.



The screenshot shows a web browser window with the URL `14.139.185.42/online/PGInternalMarkEntry/PG/pginternal_3sem/markupdate.php`. The page header includes the Kannur University logo and the text "KANNUR UNIVERSITY Examination Branch INTERNAL MARK ENTRY SYSTEM". Navigation buttons for "Programs", "Profile", "Change password", "Users", and "Logout" are visible. The user is logged in as "NIKESH".

The main content area displays the following information:

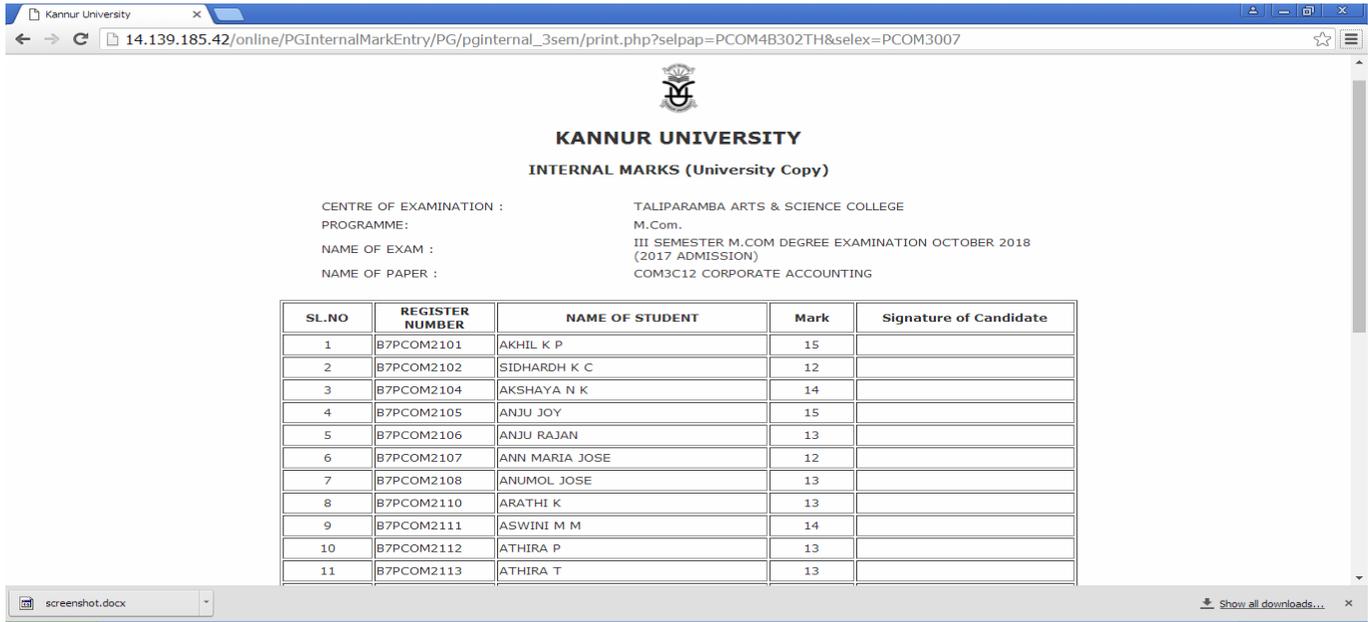
CENTER:TALIPARAMBA ARTS & SCIENCE COLLEGE
PROGRAMME:M.Com.
EXAM:III SEMESTER M.com DEGREE EXAMINATION OCTOBER 2018 (2017 admission)
SUBJECT: COM3C12 Corporate Accounting

Internal Marks Verified Successfully

Sl No	Register No	Name	Total Mark in Rounded(0.0-15)
1	B7PCOM2101	AKHIL K P	15
2	B7PCOM2102	SIDHARDH K C	12
3	B7PCOM2104	AKSHAYA N K	14
4	B7PCOM2105	ANJU JOY	15
		ANJU RAJAN	13

The browser's address bar shows the URL `14.139.185.42/online/PGInternalMarkEntry/PG/pginternal_3sem/homenew.php`. A download bar at the bottom shows a file named "screenshot.docx".

Click print button to get the university copy of printout.
Obtain the signature of the student, teacher and HOD.
Submit to the principal for onward transmission to the university before the last date.
Document the internal assessment mark for further verification, if any.



KANNUR UNIVERSITY
INTERNAL MARKS (University Copy)

CENTRE OF EXAMINATION : TALIPARAMBA ARTS & SCIENCE COLLEGE
PROGRAMME: M.Com.
NAME OF EXAM : III SEMESTER M.COM DEGREE EXAMINATION OCTOBER 2018
(2017 ADMISSION)
NAME OF PAPER : COM3C12 CORPORATE ACCOUNTING

SL.NO	REGISTER NUMBER	NAME OF STUDENT	Mark	Signature of Candidate
1	B7PCOM2101	AKHIL K P	15	
2	B7PCOM2102	SIDHARDH K C	12	
3	B7PCOM2104	AKSHAYA N K	14	
4	B7PCOM2105	ANJU JOY	15	
5	B7PCOM2106	ANJU RAJAN	13	
6	B7PCOM2107	ANN MARIA JOSE	12	
7	B7PCOM2108	ANUMOL JOSE	13	
8	B7PCOM2110	ARATHI K	13	
9	B7PCOM2111	ASWINI M M	14	
10	B7PCOM2112	ATHIRA P	13	
11	B7PCOM2113	ATHIRA T	13	

Forward the Internal Marks with covering letter to :

**The Controller of Examinations
Kannur University
Thavakkara, Kannur
Civil Station P O-670 002**