

KANNUR UNIVERSITY

INTERNAL MARK ENTRY SYSTEM FOR MCA (Affiliated Colleges & Centres) (Guidelines)

User Accounts

1) Principal/Director/Asst. Director

Initially the Principal/ Director/ Asst. Director registered may login using their registered user id and password and may create following type of user(s) as required.

a) Teacher

Teacher account is to be created by the Principal concerned by providing userid and password. The teacher concerned can logon using this user id and password and can enter the internal marks.

b) HoD

If there is HoD in the college/centre , the Principal/ Director/ Asst. Director may add HoD user . The HoD user shall verify the internal marks entered by the teacher concerned.

If there is no HoD in the college/centre , there is no need to add HoD user and the Principal/ Director or Asst. Director (in case of University Centres) itself can verify the internal marks entered by the teacher concerned.

Internal Mark Entry

1. Login using the user id and password of the teacher.
2. Select Programme
3. Select Course.
4. Before entering internal marks, it should be ensured by the Principal/Director that the internal marks are awarded and finalised as per regulation.
5. Enter internal marks by the Teacher
6. Verify the internal marks by the Principal/ HoD
(If there is HoD in the College/Centre HoD may verify the internal marks by logging in using the userid and password provided for HoD , otherwise Principal/Director/Asst Director can verify the internal marks by logging in using their registered user id and password)

7. Take printout of the online internal mark

The printout of the online internal mark sheet signed by (1.) the teacher concerned, (2.) one who has verified the internal mark (HoD, Principal/Director/ Asst Director) and (3.) The Principal/Director or Assistant Director need be sent to the University. (At this stage , signature of the students is not mandatory)

The printout of the online internal mark after obtaining the signature of the students concerned, the Teacher concerned, *one who has verified the internal mark (HoD, Principal/Director/ Asst Director)* and The Principal/Director or Assistant Director, along with all the records connected with the award of internal marks as per regulations shall be kept in the college/centre and shall be made available to the Controller of Examinations for verification as and when required.

Steps

I. Login

C.A MARK ENTRY SYSTEM for IV SEMESTER MCA	
Login Here	
For online internal mark entry guidelines, click here	
UserName :	<input type="text"/>
Password :	<input type="password"/>
	<input type="button" value="Login"/> Forgot Password
Lastdate :	

2. Enter the user name and password of the user concerned

3. After login, Principal/Director and Asst. Director can add new users of type HoD and Teacher by clicking **Add New User** Button.

While adding a New User, please select the correct status of user (whether HoD or Teacher)

Home	Profile	Add New User	Change password	Logout
Logged as: DR KK MUREALEEDHARAN(PRINCIPAL/DII				
Select Program		MASTER OF COMPUTER APPLICATIONS		
SUBMIT				

4. Teacher can enter internal marks after logging on using their user id and password .

II. INTERNAL MARK ENTRY

Log on to software using username and password of the teacher
Select the programme and click submit button.

Profile	Change password	Logout	Logged as: Swetha(Teacher)
Select Program		MASTER OF COMPUTER APPLICATIONS MASTER OF COMPUTER APPLICATIONS MASTER OF COMPUTER APPLICATIONS (LATERAL ENTRY)	
SUBMIT			

The System will show the courses (papers) of the programme

Home	Profile	Change password	Logout	Logged as: Swetha(Teacher)
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PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
COLLEGE/CENTRE:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA

Select Paper	MCA4C21 System Programming & Compiler Design MCA4C21 System Programming & Compiler Design MCA4P06 Case Study II MCA4C20 Software Engineering
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Select the course (paper) for which you want to enter the internal marks and click SUBMIT

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

Home Profile Change password Logout

Logged as: Swetha(TEACHER)

COLLEGE/CENTRE:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Sl No	Register No	Name	Mark Entry
1	B7GMCA2001	AKSHAY K	addmark
2	B7GMCA2002	GOKUL U K	addmark
3	B7GMCA2003	AATHIRA J NAIR	addmark

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

Home Profile Change password Logout

Logged as: Swetha(T

CENTER:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Regno	B7GMCA2001
Total IA Mark (20)	<input type="text"/>
	<input type="button" value="Submit"/>

Enter the marks against the **Register Number** of the student. Enter ‘A’ for Absent. (Ensure that the semester , programme and course are correct.)

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

After entering the marks of all students following window appears with the message “**Internal Marks Entered**”

COLLEGE/CENTRE:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Sl No	Register No	Name	Mark Entry
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Internal Already entered

VIEW

Click View Button to preview the internal marks entered. Corrections if any can be done at HoD/ Principal / Director level while verifying internal marks. The final marksheet report can only be printed at Hod/Principal/Director level login after verification.

V. INTERNAL MARK VERIFICATION (By HoD/Principal/Direcor/Asst Director Only)

Internal marks entered by teachers should be verified by the HoD/Principal/Director/Asst Director For this,

Log on to software using username and password of the HoD/Principal/Director/Asst Director .

Select the Programme.

Select the course

It will display following screen

Click VIEW button . It will display the following screen.

Logged as: DR KK MUREALEEDHARAN(PRINCIPAL/DIRECTOR)

COLLEGE/CENTRE:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Sl No	Register No	Name	Mark Ent
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Internal Marks Already entered (Not Verified By Principal/Assistant Director/HOD)

VIEW

Sample Screen Shot

Logged as: DR KK MUREALEEDHARAN(PRINCIPAL/DIRECTOR/ASST.DIR)

CENTER:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME: MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Sl No	Register No	Name	Total Mark in Rounded(0.0-20)	Edit	Verify
1	B7GMCA2001	AKSHAY K	14	edit	<input type="checkbox"/>
2	B7GMCA2002	GOKUL U K	12	edit	<input type="checkbox"/>
3	B7GMCA2003	AATHIRA J NAIR	A	edit	<input type="checkbox"/>
4	B7GMCA2004	AISHWARYA M	12	edit	<input type="checkbox"/>
5	B7GMCA2005	AISWARYA PREMAN	11	edit	<input type="checkbox"/>
6	B7GMCA2006	ANEESHYA MC	14	edit	<input type="checkbox"/>

SUBMIT

Edit mark, if necessary by clicking edit

Check the checkbox of each student in the last column (Verify)

After verifying the mark of each student, click the submit button to finalize the process .

Internal Marks can not be edited once it is verified by the HoD/Principal/Director/Asst Director.

After SUBMIT the following windows appears.

Sample Screen Shot

Home Profile Add New User Change pasword Logout

Logged as: DR KK MUREALEEDHARAN(PRINCIPAL/DIRECTOR/ASST.DIRECTOR)

CENTER:CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME:MASTER OF COMPUTER APPLICATIONS
EXAM:IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
SUBJECT: MCA4C21 System Programming & Compiler Design

Internal Marks Verified Successfully

Sl No	Register No	Name	Total Mark in Rounded(0.0-20)
1	B7GMCA2001	AKSHAY K	14
2	B7GMCA2002	GOKUL U K	12
3	B7GMCA2003	AATHIRA J NAIR	A

Print

Click print button to internal mark sheet.

Sample Screen Shot

KANNUR UNIVERSITY

INTERNAL MARKS

CENTRE OF EXAMINATION : CHINMAYA INSTITUTE OF TECHNOLOGY, CHALA
PROGRAMME: MASTER OF COMPUTER APPLICATIONS
NAME OF EXAM : IV SEMESTER MCA DEGREE EXAMINATION JULY 2019
NAME OF PAPER : MCA4C21 SYSTEM PROGRAMMING & COMPILER DESIGN

SL.NO	REGISTER NUMBER	NAME OF STUDENT	Mark	Signature of Candidate
1	B7GMCA2001	AKSHAY K	14	
2	B7GMCA2002	GOKUL U K	12	
3	B7GMCA2003	AATHIRA J NAIR	A	
4	B7GMCA2004	AISHWARYA M	12	
5	B7GMCA2005	AISWARYA PREMAN	11	
6	B7GMCA2006	ANEESHYA MC	14	
7	B7GMCA2007	ANUGRAHA K MOHANAN	15	
8	B7GMCA2008	ANUSREE A	16	
9	B7GMCA2009	ABISABA C P	17	
23	B7GMCA2023	THAHANI AYOOB T M	12	
24	B7GMCA2024	VARSHA VENUGOPAL	12	

	Name	Signature
Prepared by:	Swetha (TEACHER)	

Verified the internal marks and found correct

DR KK MUREALEEDHARAN
(PRINCIPAL/DIRECTOR/ASST.DIRECTOR)

I Certify that the internal marks furnished above are correct as per the original documents in this regard kept in the College/Centre which will be made available for verification as and when required by the University.I also certify that the internal marks are awarded as per the regulations.

Signature of the Principal/Director/Assistant Director with Seal

* **Note** : Please submit the printout signed by the teacher concerned,HoD (if exists in the College/Centre) and Principal/Director or Assistant Director to : The Controller of Examination , Kannur University, Thavakkara Campus, Kannur - 670002.

The printout signed by the Teacher concerned , HoD (if exists in the College/Centre), Principal/Director or Assistant Director and the Students concerned shall be kept in the College/Centre.

PRINT FORM

Print two copies of this marksheet

The printout of the online internal mark sheet signed by (1.) the teacher concerned, (2.) one who has verified the internal mark (HoD, Principal/Director/ Asst Director) and (3.) The Principal/Director or Assistant Director need be sent to the University. (At this stage , signature of the students is not mandatory)

The printout of the online internal mark after obtaining the signature of the students concerned, the Teacher concerned, one who has verified the internal mark (HoD, Principal/Director/ Asst Director) and The Principal/Director or Assistant Director, along with all the records connected with the award of internal marks as per regulations shall be kept in the college/centre and shall be made available to the Controller of Examinations for verification as and when required.

**Sd/-
Controller of Examinations**