

**CHOWGULE COLLEGE OF ARTS AND SCIENCE,  
AUTONOMOUS  
GOGOL, MARGAO GOA**

**(EXAM MODULE) DESCRIPTION:**

Exam Module is one of the important modules of any autonomous college. A complete and customized solution for all the examination related work. Our exam module can illustrate the complete flow of the examination process and get better insight of examination related work in our college. It maintains the student details, exams details, exam wise fee details, course details, exam scheduling etc. Exam module software includes the student details and result generation.

**Working Procedure of Examination system**

Examination system process starts with collecting data from the IT department of our college.

**Role of IT department**

Student enrolls in a particular course by submitting his online application. Each student has to submit his online form after the course is advertised in the daily local newspaper/online advertisement within the last date of enrollment mentioned. Online link for student enrollment is available on the website for the given period. Students enroll for a particular course of their selection by visiting the link and filling in the particulars required. A unique pin gets generated for every student after successful submission of the enrollment form.

Student submits the printed enrollment form to the college office counselor. Upon verifying the documents and the enrollment form, the counselor approves the student for a particular course. Every student has to pay the course fees to the college through the payment modes offered by the college. Upon successful payment a student gets registered to a particular course.

Once the student gets registered for a particular course his details fed to the database are taken and an MS-Excel worksheet is generated course wise for all the student information.

The MS-Excel worksheet generated is then transferred to the examination module which is separately operated by the examination cell. From here the role of IT department ends.

**Role of Examination Department**

MS-Excel worksheet submitted by the IT Department is imported into the examination automated module. Student details get stored in the database for further use.

Each course offered by the college has two types of assessment.

1. Continuous Semester Assessment (CA)
2. Semester End Examination assessment (SEE)

Each student compulsorily has to answer both types of assessment, failure to which student will not be issued his certificate.

After successful completion of all the continuous semester assessment, every subject teacher submits the handwritten CA marksheet to the examination cell. The details of CA marks entry are then fed in the software.

Examination department schedules the end semester exam time-table for every semester for all the different courses offered by the college. It is then displayed on the notice board for the students.

The details of the time-table are fed to the block/block supervisor allotment software. The classrooms (block) availability and capacity is entered in the software. This software will generate the required blocks for every subject on a particular day for the different sessions (morning/afternoon). Every block is assigned the list of students for a particular session. Depending on the number of blocks generated, the block supervisors are allotted by the examination committee. The block supervisors chart is then prepared by the examination committee and is displayed for the teachers in the examination room and also distributed to the teachers (respective supervision date and session). Each teacher has to be present 30 minutes before the commencement of the examination time for their respective supervision sessions. The block allotment and list of students allotted to a particular block answering the subject are printed and given to the concerned person on the respective exam day before the session.

After successful completion of the semester end assessment, every subject teacher submits his/her marksheet to the examination cell within 10 days from the conduct of examination in the concerned subject. The details are then fed in the software.

After every subject mark is entered, the examination software generates the results. The result generated can be viewed student-wise, course-wise, subject-wise. The passing percentage of students in the respective course also gets generated. Marksheet gets generated for every student successfully and is then printed.

Every failed student has to answer the repeat SEE as and when announced and conducted by the college. Every academic year will have a repeat examination after the declaration of even semester results.

Exam Module consist of the following tasks:

1. Student data transfer
2. Exam schedule
3. Block supervisor/classroom allotment

4. Marks data entry
5. Result generation
6. Marksheet print
7. Repeat examination

# FLOW DIAGRAM

Note : 1 – success , 0 – fail , 2 - repeat

