

MANUAL OF EXAMINATION AUTOMATION SYSTEM

தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
Tamil Nadu Open University

577, ANNASALAI, SAIDAPET, Chennai – 600 015

2021 - 2022

TAMIL NADU OPEN UNIVERSITY

MANUAL OF EXAMINATION

AUTOMATION SYSTEM



Registrar

Tamil Nadu Open University

No.577, Anna Salai,
Saidapet, Chennai-600 015.

MANUAL OF EXAMINATION AUTOMATION SYSTEM

C O N T E N T S

S.NO.	PARTICULARS	PAGE NOS.
I	OPERATING MODULES OF END TO END INTEGRATION SYSTEM	2-6
1.	Programme and Subject Master Set up	2
2.	Examination set up along with Scheduling time -table	2
3.	Examination Fee Configuration	2
4.	Eligibility	2
5.	Online Fee Collection through Portal or Mobile App	2
6.	Examination Centre allocation as per the student choice	3
7.	Download Hall Ticket through Portal	3
8.	Examination Question Paper Setting and Printing	3
9.	Examination Centre Student Strength QP Count	3
10.	Seating Arrangement / Hall Plan	3
11.	Attendance Sheet Preparation and Malpractice	4
12.	Evaluation of Answer Scripts by following OMR Barcode system	4
13.	Grace Marks Calculation	4
14.	Revaluation Application	4
15.	Retotalling	5
16.	Online Results Publication	5
17.	Salient Features of Results	5
18.	Multiple Assessment Module	5
19.	In-House/ Printing of Tabulated Mark Results (TMR) / Cumulative Tabulated Mark Results (CTMR) and Certificates	6
20.	Online Verification	6
21.	Management Information System (MIS) Reports	6
II.	SCREENSHOTS OF THE SOFTWARE USED FOR EXAMINATION MODULES	7-27
1.	Admin Perspective (Admin Module)	7-21
2.	Student Login (Student Module)	22-27

தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

Tamil Nadu Open University

MANUAL OF EXAMINATION AUTOMATION SYSTEM

Prelude

Examination Automation System is fashioned to allow the learners to access all necessary information in a speedy and accurate way for all Examinations such as Assessment, Aggregate formula, Marks, CGPA etc. Examination automation system involves various processes including Examination announcement, Time Table, Question Paper Setting, Examination Fee portal Configuration, Eligibility of Students to appear for Examinations, Online Fee Collection for Registration of Candidates for Examinations, Examination Centre Configuration according to the choice of the Candidates, Hall Ticket Generation, Uploading Hall Ticket in the Portal to download by the candidate, Centre wise Student Strength, QP Count, Attendance Sheet Preparation, OMR Process for Coding and Decoding of Answer Scripts, Evaluation Offline/Online, Marks Uploading, Grace Marks Calculation, Result Processing, Publication of Results through online, Registration for Revaluation, Revaluation Process, Printing of Certificates, Online Verification of Certificates, Award of Rank, Providing Management Information System (MIS) Reports for the stackholders like UGC, DEB, AIU, AISHE, GOVT. etc. In toto, Examination automation system covers entire process form examination announcement to publish result and produce certificates.

1. Salient Features

- a. The various activities are described in Examination module as Pre-Examination activity, during Examination Activity, Post Examination activity, Graduation and further follow up activities.
- b. Pre-Examination activities are the list of activities which are to be performed before starting the Examination.
- c. During examination activities are the list of activities that need to be performed at the time of conducting examination.
- d. Post Examination activities are the list of activities to be performed after Examination completion.
- e. Graduation activities are the list of activities performed for student graduation including Award of Ranks in the Convocation.
- f. Follow Up Activities like issuing Genuinity Certificate, Person Studied in Tamil Medium (PSTM) Certificate, Transcript etc.

I OPERATING MODULES OF END TO END INTEGRATION SYSTEM

1. Programme and Subject Master Set up

- a. Subject Master is prepared for each programme of study and course for each batch of Admission Cycle.
- b. Various details of subjects such as Subject Type, Subject Name, Subject Code, Minimum and Maximum Marks, Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) are captured.
- c. System will not allow modifying the subject details once the Examination setting has been done for the selected subjects.

2. Examination set up along with Scheduling time -table

- b. Defining Examination time-table by considering the programme of study and course details.
- c. Maximum and Minimum marks for Theory and Practical are specified.
- d. Defining the pattern whether Semester or Non-Semester.

3. Examination Fee Configuration

- e. Defining fee for each course subject for an Examination.
- f. Option for different fee to Theory and practical subject.
- g. Providing facility to capture different fee for regular and arrear subjects.
- h. Option to pay Application Fee, Statement of Marks Fee etc.
- i. Creating option to capture revaluation fee.

4. Eligibility

- j. Checking the eligibility of the candidates, according to the regulation to appear for Examination.
- k. After checking the eligibility, the Examination fee for the student is enabled.

5. Online Fee Collection through Portal or Mobile App

- l. Student can pay the Examination fee online in Web portal / Mobile App.
- m. Student has to pay fees for regular subjects.
- n. If student has multiple Arrears, student can opt to pay arrears subject Examination fee for all arrear subjects or selected arrear subjects.
- o. Once the fee is paid for the Examination, receipt for fee payment is generated and

shown in Mobile app or Portal.

6. Examination Centre allocation as per the student choice

- a. By analyzing the student's enrollment for regular and arrear subjects, the Examination centres are assigned.
- b. Examination centers are assigned based on the number of students registered for the Examination, capacity of the examination centre, proximity and location.
- c. Provision is created for Examination centres at Learning Support Centers/ Affiliated colleges.

7. Download Hall Ticket through Portal

- p. Once the Examination centre is allocated, hall ticket be generated for the student.
- q. Hall Ticket has the details of Enrolment number, Name, Photograph, Examination Centre name, Examination centre Code, enrolled regular subjects, arrear Subjects and its timetable.
- r. Candidates can download the Hall Tickets through the Portal/Mobile app.
- s. Hall tickets can be printed in bulk for the disbursal along with the address label, if require.
- t. Option is available to capture the courier tracking ID of the sent hall ticket.
- u. Student can be able to track the hall ticket delivery by using the courier tracking ID.

8. Examination Question Paper Setting and Printing

- v. Question papers for the enrolled subjects are prepared with the help of internal faculty and external subject experts.
- w. Necessary report is prepared to know the subject wise enrolled student count for regular and arrear subjects.
- x. Based on the count of enrolled students count for the respective subjects, the question papers are printed and kept ready for Printing.

9. Examination Centre Student Strength QP Count

- a. Necessary report is prepared regarding the centre wise subject registered student.
- y. Based on the centre wise report, the question paper bundles are dispatched to respective Examination centres.

10. Seating Arrangement / Hall Plan

- a. Based on the count of registered students and room size, the seating arrangement are

- planned.
- b. Hall in charge for each room i.e., external Examiners/Invigilators be prepared for each examination centre.

11. Attendance Sheet Preparation and Malpractice

- a. Attendance sheet for marking the attendance is prepared.
- b. Facility is created to record Malpractice details.

12. Evaluation of Answer Scripts by following OMR Barcode system

- a. Once the Examination is over, OMRs of Answer sheets are scanned for dummy number against the register number through OMR Barcode system.
- b. Answer sheet with dummy number section is provided to Evaluators.
- c. Evaluators enter the marks against the dummy numbered Answer Scripts.
- d. OMR part is scanned to get marks for the Bar Code Dummy Number.
- e. Both parts of the scanned OMR are processed for Decoding.
- f. Internal marks are uploaded and integrated to process the results of the candidates.

13. Grace Marks Calculation

- a. Necessary reports are prepared to arrive the students pass percentage based on marks.
- b. System is created to auto calculate the percentage by providing grace mark.
- c. Once the grace marks are finalized by the Competent Authorities it is updated to process the result.
- d. After the process of result, results are declared/ published through Portal / Mobile App.

14. Revaluation Application

- a. Student can apply for revaluation by paying the revaluation fee for the selected subjects.
- b. Provision is given for payment of fee for revaluation online and to get receipt for payment confirmation.
- c. Revaluation request is going to the COE section for processing.
- d. University will check and assign Evaluators for Revaluation.
- e. If there is a change in marks, Evaluators will update the results against the subjects.
- f. If there is any change in marks after Revaluation, the same will be notified to student in their result summary section.

15. Retotalling

- z. Student can apply for retotalling of answer scripts related to subjects written through portal.
- aa. Change / No Change in retotalling process is updated to the student and published in Web Portal / Mobile App.

16. Online Results Publication

- a. COE designates admin or staff to upload internal as well as University Term End Examination results in a bulk way as soon as they are ready to publish.
- b. Students can view the results in Web Portal and Mobile App.

17. Salient Features of Results

- a. Staff can enter the internal and external marks.
- b. External marks are entered against the dummy number.
- c. After the grace mark calculation, the results will be published.
- d. There are four types of colour clarification in result posting

Red	Marks are not entered
Purple	Marks are entered partially
Olive green	Marks are entered but not published
Green	Marks are published

- e. Once the results are published, students can view their result details in mobile app and web portal.
- f. Push notification alert will be sent to respective target programme users after the result publication.
- g. Option to export to excel format and print of result details is available for student in web portal.

18. Multiple Assessment Module

1. This module is helpful for multiple assessments for a subject.
2. Various assessments based on Weightage of the following components like Workbook, Assignment, Project, Attendance etc., are made.
3. Based on the calculation the final score and Grade is calculated for a Subject.


19. In-House/ Printing of Tabulated Mark Results (TMR) / Cumulative Tabulated Mark Results (CTMR) and Certificates

- a. Printing of Marks Sheets
- b. Printing of Tabulated Mark Results
- c. Printing of Cumulative Tabulated Mark Results
- d. Printing of Consolidated Mark Statements
- e. Printing of Course Completion Certificates
- f. Printing of Provisional Certificates
- g. Printing of Degree / Diploma Certificates
- h. Printing of Rank Certificates

20. Online Verification

- a. Verification of Statement of Marks and Other Certificates through online
- b. Verification of Genuity Certificates
- c. Transcripts Verification through online

21. Management Information System (MIS) Reports

- a. Providing MIS Reports to the stack holders such as UGC, DEB, AIU, AISHE, Govt. of Tamil Nadu, Govt. of India.
 - b. MIS Reports for Result Analysis
 - c. MIS Reports of Annual Reports and other requirement of the University.
- 

II. Screenshots of the Software used for Examination Modules

ADMIN PERSPECTIVE (ADMIN MODULE)

1. Log in through the portal link : <https://tnouportal.in/>
2. Use log in credentials (user id and password)
3. click “ ACADEMIC “ – Then click “ EXAM SECTION”. The flowing screen and menu will be listed related examnation process.

1: MANAGE COURSE MASTER

Course Master Page – To Create new course details (or) edit the existing course details.

★
MANAGE COURSE MASTER
☰

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

[Create Course Master](#)

SEARCH COURSE
✖

Course Name:

Is Internal: Yes No Both

Amount:

Course Code:

Subject Type:

Course Mode: Practical Project Theory Theory-Project

NO. OF DETAILS FOUND :4688

Course Name	Course Code	Is Internal	Course Mode	Amount	Delete
PLANT DIVERSITY - I	BBOTS-11	No	Theory	125.00	
PLANT DIVERSITY - II	BBOTS-21	No	Theory	125.00	
MOLECULAR BIOLOGY AND GENETIC ENGINEERING	BBOTS-52	No	Theory	125.00	
-----	----	--	- - -	----	

2. MANAGE EXAMS

Manage Exam Page to Create the Exam name and its respective academic or calendar year details for the exam to be conducted.

MANAGE EXAMS Create Exams

SEARCH EXAMS

Period :

Exam Name :

YOUR SEARCH RESULTED 3 RECORDS.

Exam Name	AcademicYear Id	Exam Number	Display Order	Delete
Dec 2013 Examination	CY 2013	1213	2	
Dec 2014 Examination	CY 2014	1214	2	
July 2022 Examination	CY 2022	2206	1	

3. MANAGE EXAM CITY

Manage Exam City Page – To create the city details where the exam will be conducted.

MANAGE EXAM CENTRE v

★

Manage Course Master	Manage Exams	Manage Exam City
Manage Exam Arrears	Manage Exam Timetable	Manage Exam Centre
Manage Exam Centre Allocation	Exam Nominal Roll	Exam Attendance Sheet
Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload
Internal Marks - Upload	Grace Mark Calculation	Grace Mark - Upload
Result Publication	Revaluation Mark Entry	Revaluation Result Publish
Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate
Provisional Certificate	Rank Certificate	Reports

Create Manage ExamCentre

SEARCH

Exam :

State :

Mode : Theory Practical Both

Exam City :

Capacity :

Status : Active Inactive

4. MANAGE EXAM ARREARS

Manage Exam Arrears Page–student arrear details will be displayed program wise.

☆
☰
MANAGE EXAM ARREARS

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

SEARCH

First Name	Gender	<input type="radio"/> Male <input type="radio"/> Female <input checked="" type="radio"/> Both	
Enrollment No	Program Code	Select a ProgramCode	
Email ID	Mobile Number		
<input type="button" value="Clear"/> <input type="button" value="Search"/>			

5. MANAGE EXAM TIME -TABLE

Manage Time Table – Exam Time Table creation page.

MANAGE EXAM TIME TABLE

SEARCH
* INDICATES MANDATORY FIELDS.

* Exam Name: Select a Exam	Course Mode: Select a Course Mode
Course Name: Select a Course Name	Course Code:
<input type="button" value="Clear"/> <input type="button" value="Search"/>	



MANAGE EXAM CENTRE



Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

Create Manage ExamCentre

SEARCH

Exam: Exam City:

State: Capacity:

Mode: Theory Pratical Both Status: Active IsActive

6. MANAGE EXAM CENTRE ALLOCATION

Exam centre allocation for student's page.



MANAGE EXAM CENTRE ALLOCATION

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

ASSIGN EXAM CENTRE SEARCH

* Exam: Student Batch From: TO:

*Applied Exam City: Enrolment Number:

Assigned Exam City: Exam Centre:

Program Category: Program:

Assign Status: Page Size:

*Course Mode: Theory Pratical

7. EXAM ATTENDANCE SHEET

Exam attendance sheet printing page

EXAM ATTENDANCE SHEET

* INDICATES MANDATORY FIELDS.

SEARCH

*Period: AY 2022-23

*Exam Centre City: -----Select-----

*Exam Centre: -----

Centre Code: -----



தமிழ்நாடு திறந்ததலைப் பல்கலைக்கழகம்
TAMIL NADU OPEN UNIVERSITY
 (A State Open University Established by Government of Tamil Nadu & Recognized by UGC & DRB;
 Member in Exam Association of Open Universities, and Association of Commonwealth Universities)
 577-Anna Salai, Saidapet, Chennai - 600 015.

TERM END EXAMINATIONS, JULY 2022
ATTENDANCE SHEET

Exam Centre Code : EC-010 Exam Centre : GOVERNMENT ARTS COLLEGE, ARIYALUR
 Exam Date : 27/08/2022 Session : F/N
 Course Code : BBA-31 Course Name : PRODUCTION MANAGEMENT

S.No.	Photo	Enrolment No. & Student Name	Answer Sheet No.	Shade if Absent	Student Signature
1		19116150228 KAVIYA N		(A)	
		Total Present as per this Sheet			
		Total Absent as per this Sheet			
Name & Signature of the Invigilator with Date			Name & Signature of the Chief Superintendent with Date		



தமிழ்நாடு திறந்ததலைப் பல்கலைக்கழகம்
TAMIL NADU OPEN UNIVERSITY
 (A State Open University Established by Government of Tamil Nadu & Recognized by UGC & DRB;
 Member in Exam Association of Open Universities, and Association of Commonwealth Universities)
 577-Anna Salai, Saidapet, Chennai - 600 015.

TERM END EXAMINATIONS, JULY 2022
ATTENDANCE SHEET

Exam Centre Code : EC-010 Exam Centre : GOVERNMENT ARTS COLLEGE, ARIYALUR
 Exam Date : 27/08/2022 Session : F/N
 Course Code : BBAS-12 Course Name : FINANCIAL ACCOUNTING

S.No.	Photo	Enrolment No. & Student Name	Answer Sheet No.	Shade if Absent	Student Signature
1		211116101781 RAJESHWARI R		(A)	
		Total Present as per this Sheet			
		Total Absent as per this Sheet			
Name & Signature of the Invigilator with Date			Name & Signature of the Chief Superintendent with Date		

8. HALL TICKET PRINTING

Students hall ticket printing page from admin log in.

HALL TICKET PRINTING

HALL TICKET SEARCH

* Exam: -----Select-----

Exam City: -----Select-----

Enrolment Number: -----

Program Category: -----Select-----

* Course Mode: Theory Practical

Student Batch From: -----Select----- To: -----Select-----

Exam Centre: -----Select-----

HT Status: -----Select-----

Program: -----

Page Size: -----Select-----

9. MANAGE QP SETTER AND EVALUATORS

Question Paper setter and evaluator's details creation and setting page.

☆
MANAGE QP SETTER AND EVALUATORS
⌵

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

[Create Evaluator Details](#)

SEARCH
⌵

Evaluator Name

Designation: Select a Designation ⌵

Evaluator Type: ⌵

Major: ⌵

TOTAL NUMBER OF RECORDS : 0

10. EXAM CENTER QP DETAILS

CENTRE STUDENT STRENGTH QP COUNT

HALL TICKET SEARCH
⌵

* Exam: -----Select----- ⌵

Program Category: -----Select----- ⌵

Program: ⌵

Exam Centre: -----Select----- ⌵

Seq Number From: To:

Page Size: -----Select----- ⌵

Student Batch From: -----Select----- To: -----Select----- ⌵

Program Type: -----Select----- ⌵

Exam City: -----Select----- ⌵

Study Centre: -----Select----- ⌵

State: TN OS

11. MANAGE EXAM ATTENDANCE

ATTENDANCE

ATTENDANCE SEARCH
⌵

* Exam: -----Select----- ⌵

* Exam Date: ⌵

[Click to Get Exam Subjects](#)

12. STUDENT MALPRACTICE ENTRY

To feed Student Malpractice details through this Page.

STUDENT MALPRACTICE ENTRY

STUDENT MALPRACTICE SEARCH

* Exam Name :Select.....	Period : --- Select ---
Program Category :Select.....	Program :
Program Code :	Exam City : --- Select ExamCityName ---
Exam Centre :	Study Centre : --- Select Study Centre ---
Course Code :	Course : --- Select SubjectName ---
Examination From Date :	Examination To Date :
Student Name :	Enrolment Number :

13. EXTERNAL MARKS – UPLOAD

To upload OMR Scanning output Excel file for Bulk data, for respective exam.

EXTERNAL MARKS - UPLOAD ⌵

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

UPLOAD EXTERNAL MARKS

UPLOAD EXTERNAL MARKS

*Exams :Select.....

*Upload Excel File: No file chosen Download Excel Template: [External Marks.xlsx](#)

14. INTERNAL MARKS – UPLOAD

Internal Mark will be uploaded in Bulk as Excel format. Also bulk upload excel template can be downloaded.

☆ INTERNAL MARKS - UPLOAD ≡

Manage Course Master	Manage Exams	Manage Exam City	Manage Exam Arrears
Manage Exam Timetable	Manage Exam Centre	Manage Exam Centre Allocation	Exam Nominal Roll
Exam Attendance Sheet	Exam Hall Ticket Printing	Manage Qp Setter And Evaluators	Exam Centre Qp Details
Manage Exam Attendance	Exam Malpractice Entry	External Marks - Upload	Internal Marks - Upload
Grace Mark Calculation	Grace Mark - Upload	Result Publication	Revaluation Mark Entry
Revaluation Result Publish	Marks Sheet Printing	Tabulated Marks Records (Tmr)	Consolidated Mark Sheet
Cumulative Tmr	Course Completion Certificate	Degree Certificate	Provisional Certificate
Rank Certificate	Reports		

UPLOAD INTERNAL MARKS

UPLOAD INTERNAL MARKS

* Exams: -----Select-----

* Upload Excel File: Choose file No file chosen [Download Excel Template Internal Marks.xlsx](#)

Clear
Validate Excel
Upload Marks

15. GRACE MARK CALCULATION REPORT

Report for Grace Mark Calculation.

GRACE MARK CALCULATION REPORT

SEARCH * INDICATES MANDATORY FIELDS.

* Exam --- Select a Exam ---	Period --- Select a Period ---
Faculty --- Select a Faculty Name ---	School -----
Program Category -----Select-----	Program Name -----
Program Code: -----	Course Code -----
Course Mode --- Select a Course Mode ---	Grace Mark From: ----- To: -----

Clear
Search

16. GRACE MARK UPLOAD

Grace Mark Uploading in Excel.

GRACE MARK UPLOAD

[Sample Grace Mark Templates Grace Mark.xlsx](#)

UPLOAD EXCEL

* Exam: --- Select a Exam ---

* Upload Excel: Choose file No file chosen

Clear
Upload

17. RESULT PUBLISH

For publishing results in Bulk.

RESULT PUBLISH

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Exam -----Select a Exam----- ▼</p> <p>Program Name -----Select----- ▼</p> <p>Course Name -----Select----- ▼</p>	<p>Status Both ▼</p> <p>Program Code <input style="width: 90%;" type="text"/></p> <p>Course Code <input style="width: 90%;" type="text"/></p>
--	---

18. REVALUATION MARKS ENTRY

Revaluation Marks entry page.

REVALUATION MARKS ENTRY

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Exam Name -----Select----- ▼</p> <p>Program Select a Program ▼</p> <p>Course Code <input style="width: 90%;" type="text"/></p> <p>Enrolment Number: <input style="width: 90%;" type="text"/></p>	<p>Period Select a Period ▼</p> <p>Program Code: <input style="width: 90%;" type="text"/></p> <p>Student Name: <input style="width: 90%;" type="text"/></p> <p>Mobile Number: <input style="width: 90%;" type="text"/></p>
---	--

19. REVALUATION RESULT PUBLISH

Revaluation Result Publishing Page.

REVALUATION RESULT PUBLISH

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Exam -----Select a Exam----- ▼</p> <p>Program Name -----Select----- ▼</p> <p>Course Name -----Select----- ▼</p>	<p>Status Both ▼</p> <p>Program Code <input style="width: 90%;" type="text"/></p> <p>Course Code <input style="width: 90%;" type="text"/></p>
--	---

20. MARK STATEMENT

Mark Sheet Printing Page

MARK STATEMENT

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Period: <input type="text" value="Select a Period"/> ▼</p> <p>Program Category: <input type="text"/> ▼</p> <p>Program Code: <input type="text"/></p> <p>Enrolment Number: <input type="text"/></p> <p>Email Id: <input type="text"/></p> <p>Mark Statement Fee Paid: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Both</p>	<p>* Exam Name: <input type="text"/> ▼</p> <p>Program: <input type="text"/> ▼</p> <p>Year/Semester: <input type="text"/> ▼</p> <p>Name: <input type="text"/></p> <p>Mobile Number: <input type="text"/></p> <p>Mark Statement Issued: <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
--	---

21. TABULATED MARK RESULTS

Tabulated Mark Result printing page

TABULATED MARK RESULTS

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Period: <input type="text" value="Select a Period"/> ▼</p> <p>Program Category: <input type="text"/> ▼</p> <p>Program Code: <input type="text"/></p> <p>Enrolment Number: <input type="text"/></p> <p>Email Id: <input type="text"/></p>	<p>* Exam Name: <input type="text"/> ▼</p> <p>Program: <input type="text"/> ▼</p> <p>Year/Semester: <input type="text"/> ▼</p> <p>Name: <input type="text"/></p> <p>Mobile Number: <input type="text"/></p>
---	---

3. CONSOLIDATED MARK STATEMENT

Consolidated Mark Statement printing page

CONSOLIDATED MARK STATEMENT

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Period: <input type="text" value="Select a Period"/> ▼</p> <p>Program: <input type="text"/> ▼</p> <p>Year/Semester: <input type="text"/> ▼</p> <p>Name: <input type="text"/></p> <p>Mobile Number: <input type="text"/></p> <p>Mark Statement Issued: <input type="radio"/> Yes <input checked="" type="radio"/> No</p>	<p>Program Category: <input type="text"/> ▼</p> <p>Program Code: <input type="text"/></p> <p>Enrolment Number: <input type="text"/></p> <p>Email Id: <input type="text"/></p> <p>Mark Statement Fee Paid: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Both</p>
--	--

4. CUMULATIVE TABULATED MARK STATEMENT(C TMR)

Cumulative Mark statement printing page

CUMULATIVE TABULATED MARK STATEMENT(CTMR)

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Period: <input type="text" value="Select a Period"/> ▼</p> <p>Program Category: <input type="text"/> ▼</p> <p>Program Code: <input type="text"/></p> <p>Enrolment Number: <input type="text"/></p> <p>Email Id: <input type="text"/></p>	<p>* Exam Name: <input type="text"/> ▼</p> <p>Program: <input type="text"/> ▼</p> <p>Year/Semester: <input type="text"/> ▼</p> <p>Name: <input type="text"/></p> <p>Mobile Number: <input type="text"/></p>
---	---

5. COURSE COMPLETION CERTIFICATE

Course Completion certificate printing page.

COURSE COMPLETION CERTIFICATE

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

<p>* Period: <input type="text" value="Select a Period"/> ▼</p> <p>Program: <input type="text"/> ▼</p> <p>Year/Semester: <input type="text"/> ▼</p> <p>Name: <input type="text"/></p> <p>Mobile Number: <input type="text"/></p> <p>Course Completion Issued: <input type="radio"/> Yes <input checked="" type="radio"/> No</p>	<p>Program Category: <input type="text"/> ▼</p> <p>Program Code: <input type="text"/></p> <p>Enrolment Number: <input type="text"/></p> <p>Email Id: <input type="text"/></p> <p>Course Completion Fee Paid: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Both</p>
---	---

6. DEGREE CERTIFICATE

Degree Certificate printing page.

DEGREE CERTIFICATE

SEARCH * INDICATES MANDATORY FIELDS.

* Period: Select a Period <input type="text"/>	Program Category: <input type="text"/>
Program: <input type="text"/>	Program Code: <input type="text"/>
Year/Semester: <input type="text"/>	Enrolment Number: <input type="text"/>
Name: <input type="text"/>	Email Id: <input type="text"/>
Mobile Number: <input type="text"/>	Degree Certificate Fee Paid: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Both
Degree Certificate Issued: <input type="radio"/> Yes <input checked="" type="radio"/> No	

7. PROVISIONAL CERTIFICATE

Provisional Certificate printing page

PROVISIONAL CERTIFICATE

[Back to Admin](#)

SEARCH * INDICATES MANDATORY FIELDS.

* Period: Select a Period <input type="text"/>	Program Category: <input type="text"/>
Program: <input type="text"/>	Year/Semester: <input type="text"/>
Name: <input type="text"/>	Mobile Number: <input type="text"/>
Enrolment Number: <input type="text"/>	Email: <input type="text"/>
Provisional Issued: <input type="radio"/> Yes <input checked="" type="radio"/> No	Provisional Fee Paid: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Both

8. EXAM REGISTRATION REPORT

Report for viewing the exam registration based on Period, Program, Program Category, Subject Name, Exam City

EXAM REGISTRATION REPORT

SEARCH

Report based on: Period Period From: --Select-- To: --Select--

Objective : To get the exam registration details.

9. NOMINAL ROLL

Report to display the Nominal Roll

☆ NOMINAL ROLL ⌵

Exam Registration Report	Nominal Roll	Exam Centre Report	Qp Setter And Evaluator Report
Exam Setting Report	Exam Revaluation Report	Grace Mark Calculation Report	Student Result Analysis
Student Rank Report	Set Up		

SEARCH * INDICATES MANDATORY FIELDS.

*Center Name Select ⌵

10. EXAM CENTER REPORT

Report to view the city where the exam is conducted.

☆ EXAM CENTRE REPORT ⌵

Exam Registration Report	Nominal Roll	Exam Centre Report	Qp Setter And Evaluator Report
Exam Setting Report	Exam Revaluation Report	Grace Mark Calculation Report	Student Result Analysis
Student Rank Report	Set Up		

SEARCH

Exam City <input type="text"/> --- Select Exam City/Name --- ⌵	Centre Name <input type="text"/>
Centre Code <input type="text"/> --- Select Centre Code --- ⌵	Co-Ordinated Name <input type="text"/>
Address <input type="text"/>	Mobile No <input type="text"/>
State Name TAMIL NADU ⌵	District Name <input type="text"/> --- Select a District --- ⌵

11. QP SETTER AND EVALUATOR REPORT

Report to view the details of QP Setter And Evaluator

☆ QP SETTER AND EVALUATOR REPORT ⌵

Exam Registration Report	Nominal Roll	Exam Centre Report	Qp Setter And Evaluator Report
Exam Setting Report	Exam Revaluation Report	Grace Mark Calculation Report	Student Result Analysis
Student Rank Report	Set Up		

SEARCH * INDICATES MANDATORY FIELDS.

* Course Code: <input type="text"/>	Evaluator Name: <input type="text"/>
Evaluator Type <input type="text"/> ⌵	Designation: <input type="text"/> Select a Designation ⌵
Qualification: <input type="text"/>	Major: <input type="text"/> ⌵
Contact Person Name: <input type="text"/>	Type Of Institution: <input type="text"/> ⌵

12. EXAM SETTING REPORT

Report to view the exam setting arrangements.

☆ **EXAM SETTING REPORT** ∨

Exam Registration Report	Nominal Roll	Exam Centre Report	Qp Setter And Evaluator Report
Exam Setting Report	Exam Revaluation Report	Grace Mark Calculation Report	Student Result Analysis
Student Rank Report	Set Up		

SEARCH * INDICATES MANDATORY FIELDS.

* Period: Select a Period ∨ * Exam: Select a Exam ∨

QP Code: _____ Course: Select a Subject Name ∨

Date Conducted: dd-mm-yyyy Re-Test Date Conducted: dd-mm-yyyy

Clear Search

13. EXAM REVALUATION REPORT

Report to view the exam revaluation process

EXAM REVALUATION REPORT

SEARCH

Period: Select a Academic ∨ * Exam: --- Select BindExam --- ∨

First Name: _____ Enrolment No.: _____

Program Name: _____ ∨ Program Code: _____

Email ID: _____ Mobile Number: _____

Course Name: _____ ∨ Course Code: _____

Course Mode: --- Select Coursemode --- ∨ Course Type: --- Select CourseType --- ∨

Clear Search

14. GRACE MARK CALCULATION REPORT

Report to view the grace mark calculation process

GRACE MARK CALCULATION REPORT

SEARCH * INDICATES MANDATORY FIELDS.

* Exam: --- Select a Exam --- ∨ Period: --- Select a Period --- ∨

Faculty: --- Select a Faculty Name --- ∨ School: _____ ∨

Program Category: -----Select----- ∨ Program Name: _____ ∨

Program Code: _____ Course Code: _____

Course Mode: --- Select a Course Mode --- ∨ Grace Mark: From: _____ To: _____

Clear Search

15. STUDENT RESULT ANALYSIS

Report to analyse the student results.

STUDENT RESULT ANALYSIS

Exam Registration Report	Nominal Roll	Exam Centre Report	Op Setter And Evaluator Report
Exam Setting Report	Exam Revaluation Report	Grace Mark Calculation Report	Student Result Analysis
Student Rank Report	Set Up		

SEARCH *INDICATES MANDATORY FIELDS

*Program <input type="text"/>	*Year/Semester <input type="text"/>
*Student <input type="text"/>	*Subject Type: Scholastic <input type="text"/>
Exams: <input type="text"/>	Result Type: <input type="radio"/> Tabular <input type="radio"/> Graph <input checked="" type="radio"/> Both

Objective : It gives a graphical and tabular presentation of the selected student's performance in all the exams.

STUDENT LOG IN (STUDENT MODULE)

<https://tnouportal.in/Exam.aspx>

The above link will be used for individual student log in.

1: EXAM REGISTRATION:

Using their Enrolment No student log into the portal.

Login Page for Student exam registration.

TAMIL NADU OPEN UNIVERSITY
577-Anna Salai, Saidapet, Chennai - 600 015

TERM END EXAMINATIONS - JULY 2022
EXAM REGISTRATION FORM

Kindly enter the your valid Enrolment number and click on Login

20120550029

Login

Exam Registration for the TERM END EXAMINATIONS - JULY 2022 has been closed

Term End Examination, July 2022 - Time Table

Helpdesk Number: (10 AM to 6 PM) : 044-2439 6661 to 9566610211
WhatsApp : 9246213002 | Email : exam@tnou1@gmail.com

Once they log in exam registration form will be shown, they can check the list of subject they are going to appear and select their electives if applicable. And all the fee details will be shown in the below box.

TERM END EXAMINATIONS - JULY 2022

EXAM REGISTRATION FORM

STUDENT PARTICULARS		* INDICATES MANDATORY FIELDS		
Enrollment No. :	20120650037	Name :	KAVIYARASAN S	
Program :	M.A PUBLIC ADMINISTRATION	Period :	AY 2020	
Exam Name :	July 2022 Examination	*Exam City :	ARIYALUR ▼	
*Mobile Number :	7708746349	Email ID :	KAVIYARASAN@GMAIL.COM	
<small>Provide a valid Mobile number, all the communication related to the examinations will be sent to this mobile number only.</small>				
*Name in Tamil :	<small>உயிர்ப்பெயர் : <input type="text"/> Fill your name in Tamil as per SSLC / HSC transfer certificate</small>			
<small>NOTE : Click on the Google Translate Link to get your name in TAMIL. Copy the Tamil name from Google Translator and Paste in the provided Name in Tamil field.</small>				
CURRENT SUBJECT(S)				
Select your elective course given below				
Select	Course Code	Course Name	Course Type	Fee Amount (in INR)
<input checked="" type="checkbox"/>	MPA-21X	PUBLIC PERSONNEL ADMINISTRATION	Theory	175.00
<input checked="" type="checkbox"/>	MPA-22X	PUBLIC FINANCIAL ADMINISTRATION	Theory	175.00
<input checked="" type="checkbox"/>	MPA-23X	DEVELOPMENT ADMINISTRATION	Theory	175.00
<input checked="" type="checkbox"/>	MPA-24X	ADMINISTRATIVE LAW	Theory	175.00
<input checked="" type="checkbox"/>	MPA-25X	ENVIRONMENTAL ADMINISTRATION	Theory	175.00
Sub Total I				875.00
Fee Category		Fee Amount (in INR)		
APPLICATION & PROCESSING FEE		70.00		
MARK STATEMENT FEE		100.00		
EXAM CENTRE FEE		150.00		
CONSOLIDATED MARK STATEMENT FEE		500.00		
PROVISIONAL CERTIFICATE FEE		250.00		
CONVOCATION FEE		750.00		
Sub Total II				1820.00
Total Fee Amount to be Paid (INR) : 2695.00				
Save & Preview				

After clicking “save and preview” students will be taken to payment page.

TERM END EXAMINATIONS - JULY 2022

EXAM REGISTRATION FORM

Back

Enrollment No. : 20120650037 Name : KAVIYARASAN S
Program : M.A PUBLIC ADMINISTRATION Period : AY 2020
Exam Name : July 2022 Examination Exam City : ARIYALUR
Mobile Number : 7708746349 Email ID : KAVIYARASAN@GMAIL.COM
Name(in Tamil) : கவிيارசன் சீதர்

PREVIEW DETAILS

Sl no	Particulars	Subject Code	Fee Amount (in INR)
1	PUBLIC PERSONNEL ADMINISTRATION	MPA-21X	175.00
2	PUBLIC FINANCIAL ADMINISTRATION	MPA-22X	175.00
3	DEVELOPMENT ADMINISTRATION	MPA-23X	175.00
4	ADMINISTRATIVE LAW	MPA-24X	175.00
5	ENVIRONMENTAL ADMINISTRATION	MPA-25X	175.00
6	APPLICATION & PROCESSING FEE		70.00
7	MARK STATEMENT FEE		100.00
8	EXAM CENTRE FEE		150.00
9	CONSOLIDATED MARK STATEMENT FEE		600.00
10	PROVISIONAL CERTIFICATE FEE		250.00
11	CONVOCATION FEE		750.00
		Grand Total	2695.00

Declaration

- I declare that the above details are correct and I agree to proceed for payment.

Back

Proceed for Online Payment

After clicking declaration check box and proceed to payment and payment gate way will be opened, when they complete the successful fee payment , student can get their auto generated receipt copy immediately.

2: Hall ticket download:

With the same given link student can login and download the hall ticket.

Student use the given link to download their hall ticket after successful completion of fee payment and center selection.

Student Hall Ticket downloading Page

HALL TICKET DETAILS			
City	Centre Name	Theory/Practical	Hall Ticket
CHENNAI	Anna Velankanni Arts & Science College, West	Theory	View
CENTRAL	Saidapet, Chennai - 600 016		

Note: Click on "View" to view the Hall Ticket details for the July 2022 examinations. Kindly contact university examination department for any corrections.

By clicking the “View” button student can see the preview of the hall ticket and print it online.

3. RESULT

Student can check their exam result using their log in link.

EXAMINATION RESULTS

Exam Name July 2022 Examination

Get Results

PRINT

July 2022 Examination - Results

STUDENT NAME : ARAVIND K			ENROLMENT NUMBER : 211111700007		
PROGRAMME : B.A. HUMAN RIGHTS (NON-SEMESTER)			BATCH : AY 2021		
Course Code	Course Name	Internal	External	Total Marks	Result
BHRN-12	HISTORICAL AND SOCIAL MOVEMENTS OF HUMAN RIGHTS IN INDIA	24.00	62.00	86.00	PASS
BFEGN-111	FOUNDATION COURSE IN ENGLISH-I	20.00	68.00	88.00	PASS
BFEGN-11	FOUNDATION COURSE IN ENGLISH-I	18.00	56.00	74.00	PASS
BHRNA-11	INDIAN CONSTITUTION AND HUMAN RIGHTS	21.00	22.00	43.00	RA
BHRN-11	INTRODUCTION TO HUMAN RIGHTS: CONCEPTS AND THEORIES	19.00	25.00	43.00	RA

STUDENT REVALUATION

EXAM RE VALUATION FORM

Exam Name July 2022 Examination

Note: Select the Exam for Apply Revaluation Subjects

STUDENT PARTICULARS		* INDICATES MANDATORY FIELDS	
Enrolment No.	: 211111700007	Name	: ARAVIND K
Program	: B.A. HUMAN RIGHTS (NON-SEMESTER)	Period	: AY 2021
Mobile Number	: 7358214358	Email ID	: ARAVINDCENAARAVIND092@GMAIL.COM
Exam Name	: July 2022 Examination		

REVALUATION APPLIED SUBJECTS DETAILS

Course Code	Course Name	Course Type	Paid Date	Fee Amount (in INR)
BHRN-11	INTRODUCTION TO HUMAN RIGHTS: CONCEPTS AND THEORIES	Theory	30/08/2022	250.00
		Total		250.00

Select your Revaluation course given below

Select	Course Code	Course Name	Course Type	Fee Amount (in INR)
<input type="checkbox"/>	BHRNA-11	INDIAN CONSTITUTION AND HUMAN RIGHTS	Theory	250.00
		Total		0.00



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்
Tamil Nadu Open University

www.tnou.ac.in

