



CAPTURING PRACTICAL SCORES AND PROJECT SCORES ONLINE BY COLLEGES

USER MANUAL, VERSION 1.0

UNIVERSITY OF MYSORE

EXAMINATION DEPARTMENT INITIATIVE

COVID 19 necessitates innovative solutions to meet examination related requirements to ensure timely declaration of results. Towards this objective, the Examination Department is pleased to provide an online provision to Colleges to manage Practical Examinations online.

Colleges have the flexibility of creating batches, subject wise for a particular Stream/Exam on a given day/session. Thereafter when the Practical are conducted, Examiners may key in the data maintaining the confidentiality and security requirements of the process. As a precautionary measure, Colleges are also requested to follow the current norm of submitting details in hard copies too.

These are the main stages for capturing Practical and Project Scores:

- **Colleges will as per the set dates and time, create batches of students for a particular subject.**
- **Examiner details will be filled in by the Colleges.**
- **On the day of the exam, Examiner will key in the scores securely and lock the scores.**
- **A print out of the same would be taken, signed and submitted to the University as per the current process.**
- **Likewise project scores too would be captured by the Examiners.**

FOR CREATING BATCHES FOR CONDUCTING PRACTICALS BY COLLEGES

Step 1: Please click on the link: <http://uomexam.com/college/Login.aspx>

College Portal


University Of Mysore

User Name

Password

Note: The User Name is College Code(for example - 7777) & Password is exam+College Code(i.e, exam7777).
Please Change Your Password after Logging in the First Time.

Step 2: Enter User Name & Password then click on the ‘Submit’ button.

College Portal


University Of Mysore

User Name

Password

Note: The User Name is College Code(for example - 7777) & Password is exam+College Code(i.e, exam7777).
Please Change Your Password after Logging in the First Time.

Login Error-Incorrect Password or User Name. Kindly check with the College Principal for access related details.

College Portal

University Of Mysore

User Name

Password

Incorrect Username or Password

Note: The User Name is College Code(for example - 7777) & Password is exam+College Code(i.e, exam7777).
Please Change Your Password after Logging in the First Time.

Step 3: On the landing page, select the option 'Practical'

Student Detail Exam IA/PR Awards Entry Reports Examcenter Security Practical Welcome

User Profile

Principal Detail

First Contact Person Detail

Second Contact Person Detail

TOWARDS THE FIRST STEP OF CREATING BATCHES WITH LIMITED AND CUSTOMIZED NUMBER OF STUDENTS BY COLLEGES

Step 4: Click on ' Practical' tab and it will lead to 'Practical Batch' page

Practical Batch

Exam Name: APPL 2022

College: SDA-HANMADU'S ARTS & COMMERCE COLLEGE FOR WOMEN

Course: M.B.B.S. Semester: 1st Sem.

Paper Name: 1st Sem. Practical Condition Name: 1st Sem.

Batch Name: Search Name Date: 30/09/2022

From Time: 00:00 AM PM To Time: 00:00 AM PM

Ext. Media No. Search Ext. No. Ext. Email ID: Search Email ID

Internal Evaluator: Internal Evaluator Institution Name: SDA-HANMADU'S ARTS & COMMERCE

Batch Strength: Search Strength

Create Batch CREATE

Batch: Search Batch

Checked @ 1st Batch 1000

Step 6: After that Select the Course & Semester.

Practical Batch

Exam Name	<input type="text" value="APR 2020"/>		
College	<input type="text" value="1004 - MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN"/>		
Course	<input type="text" value="BASS - B.A"/>	Semester	<input type="text" value="F"/>
Paper Name	<input type="text" value="---Select---"/>	Candidate Wise	<input type="text" value="F"/>
Batch Name	<input type="text" value="Batch Name"/>	<input type="button" value="NEW"/>	Date <input type="text" value="(dd/mm/yyyy)"/>

Step 7: Next Select the Paper Name.

Practical Batch

Exam Name	<input type="text" value="APR 2020"/>		
College	<input type="text" value="1004 - MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN"/>		
Course	<input type="text" value="BASS - B.A"/>	Semester	<input type="text" value="F"/>
Paper Name	<input type="text" value="---Select---"/>	Candidate Wise	<input type="text" value="Reg. No."/>
Batch Name	<input type="text" value="Batch Name"/>	<input type="button" value="NEW"/>	Date <input type="text" value="(dd/mm/yyyy)"/>

Step 8: Select appropriate Paper Name.

	--Select--		
	F25 -04-(REPORT)- ANTHROPOLOGY (<09-10)(ANTH8)		
	F26 -04-(ENTREPRENEURSHP)- ARCHAEOLOGY AND MUSEOLOGY(A&MU8)		
	F28 -04-(PRACTICAL)- COMMUNICATION AND JOURN.(JOUR7)		
	F28 -06-(PRACTICAL)- COMMUNICATION AND JOURN.(JOUR7)		
	F29 -04-(PRACTICAL)- COMPUTER PRACTICE(CPPR7)		
	F29 -06-(PRACTICAL)- COMPUTER PRACTICE(CPPR7)		
Exam Name	F33 -04-(PRACTICAL)- CRIM. AND FOR.SC(<10-11)(CRIM7)		
	F44 -04-(PRACTICAL)- FAMILY RESOURCE MANAGEMT.(FRM-7)		
	F44 -06-(PROJECT)- FAMILY RESOURCE MANAGEMT.(FRM-7)		
College	F45 -04-(PRACTICAL)- FOLKLORE(FOLK8)		
	F45 -08-(PROJECT)- FOLKLORE(FOLK8)		
	F46 -07-(PRACTICAL)- FUNCTIONAL ENGLISH(FUNE8)		
	F46 -08-(PRACTICAL)- FUNCTIONAL ENGLISH(FUNE8)		
	F46 -09-(PRACTICAL)- FUNCTIONAL ENGLISH(FUNE8)		
Course	F47 -04-(PRACTICAL)- GEOGRAPHY(GEOG7)		
	F47 -06-(PRACTICAL)- GEOGRAPHY(GEOG7)		
	F48 -04-(PRACTICAL)- GEOGRAPHY(GEOG7)		
	F48 -06-(PRACTICAL)- GEOGRAPHY(GEOG7)		
	F49 -04-(PRACTICAL)- GEOGRAPHY(GEOG7)		
Paper Name	---Select---	Candidate Wise	Reg. No.
Batch Name	Batch Name	NEW	Date (dd/mm/yyyy)

Step 9: Click on “New” (to create a new batch)

Course	BASS - B.A	Semester	F	
Paper Name	F47 -04-(PRACTICAL)- GEOGRAPHY(GE)	Candidate Wise	Reg. No.	
Batch Name	F001	NEW	Date	(dd/mm/yyyy)
From Time	00:00 AM:PM	To Time	00:00 AM:PM	
Ext Mobile No	Search Ext Mob.N	Eval Email ID	Ext EmailID	

Step 10: Fill required details.

Batch Name	F001	NEW	Date	21/08/2020
From Time	10:00 AM	To Time	10:30 AM	
Ext Mobile No	9035213639	Eval Email ID	BKDINESHA15@GMAIL.COM	
External Evaluator	DINESHA	1001 - MAHARAJA'S COLLI	ExtCollegename	
Int Mobile No	9035213639	Int Email ID	BKDINESHA15@GMAIL.COM	
Internal Evaluator	SATHISH	1004 - MAHARANI'S ARTS & COMMERCE COLLEGE FI		
Batch Strength	20			
Create Batch		CREATE		

Step 11: Click on “Create”.

External Evaluator: DINESHA, 1001 - MAHARAJA'S COLLE, ExtCollegename

Int Mobile No: 9035213639, Int Email ID: BKDINESHA15@GMAIL.COM

Internal Evaluator: SATHISH, 1004 - MAHARANI'S ARTS & COMMERCE COLLEGE FC

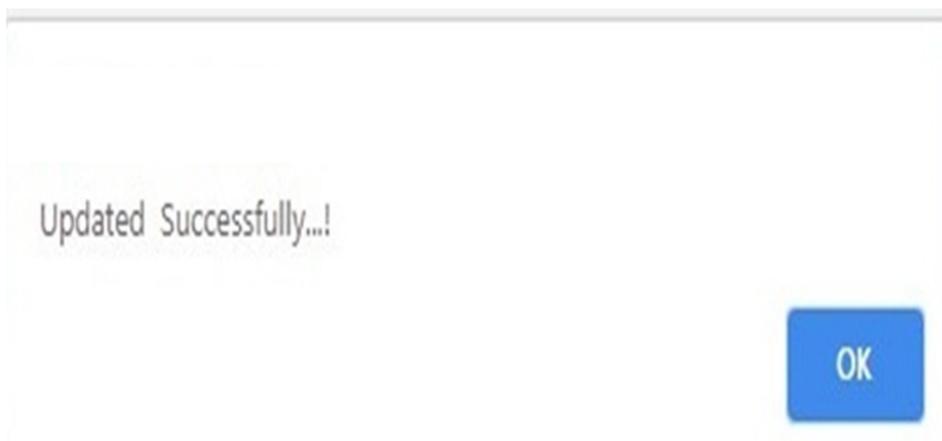
Batch Strength: 20

Create Batch: **CREATE**

Batch: ---No Records---

Mapped Un Mapped **LOAD**

Step 12: Date will be updated and ‘updated successfully’ message will be displayed to reconfirm new batch has been created. To complete the process, click on ‘OK’.



Step 13: On the day of the Practical Exam, select the appropriate Batch.

Int Mobile No Int Email ID

Internal Evaluator

Batch Strength

Create Batch

Batch

Mapped Un Mapped

Step 14: Click on 'Mapped' option & then Click on 'Load' Option.

Create Batch

Batch

Mapped Un Mapped

Subject Paper Name :- PRACTICAL - GEOGRAPHY

Reg No.	StudentID	Name	Select <input type="checkbox"/>
L1715116	17062766	AMBIKA N	<input type="checkbox"/>
L1715117	17062767	AMBIKA R	<input type="checkbox"/>
L1715126	17062776	ANITHA B	<input type="checkbox"/>
L1715131	17062781	ANITHA R	<input type="checkbox"/>
L1715133	17062783	ANITHA S P	<input type="checkbox"/>

Step 15: After student details are loaded, click on select to select all (remove the tick to deselect if required).

Reg No.	StudentID	Name	Select <input checked="" type="checkbox"/>
L1715116	17062766	AMBIKA N	<input checked="" type="checkbox"/>
L1715117	17062767	AMBIKA R	<input checked="" type="checkbox"/>
L1715126	17062776	ANITHA B	<input checked="" type="checkbox"/>
L1715131	17062781	ANITHA R	<input checked="" type="checkbox"/>
L1715133	17062783	ANITHA S P	<input checked="" type="checkbox"/>
L1715137	17062787	ANJALI A M	<input checked="" type="checkbox"/>
L1715138	17062788	ANJALI G	<input checked="" type="checkbox"/>
L1715145	17062795	ANJU T	<input checked="" type="checkbox"/>
L1715149	17062799	ANUSHA A S	<input checked="" type="checkbox"/>
L1715152	17062802	ANUSHA C S	<input checked="" type="checkbox"/>
L1715153	17062803	ANUSHA H M	<input checked="" type="checkbox"/>
L1715181	17062831	ASHA	<input checked="" type="checkbox"/>

Step 16: Select Update option.

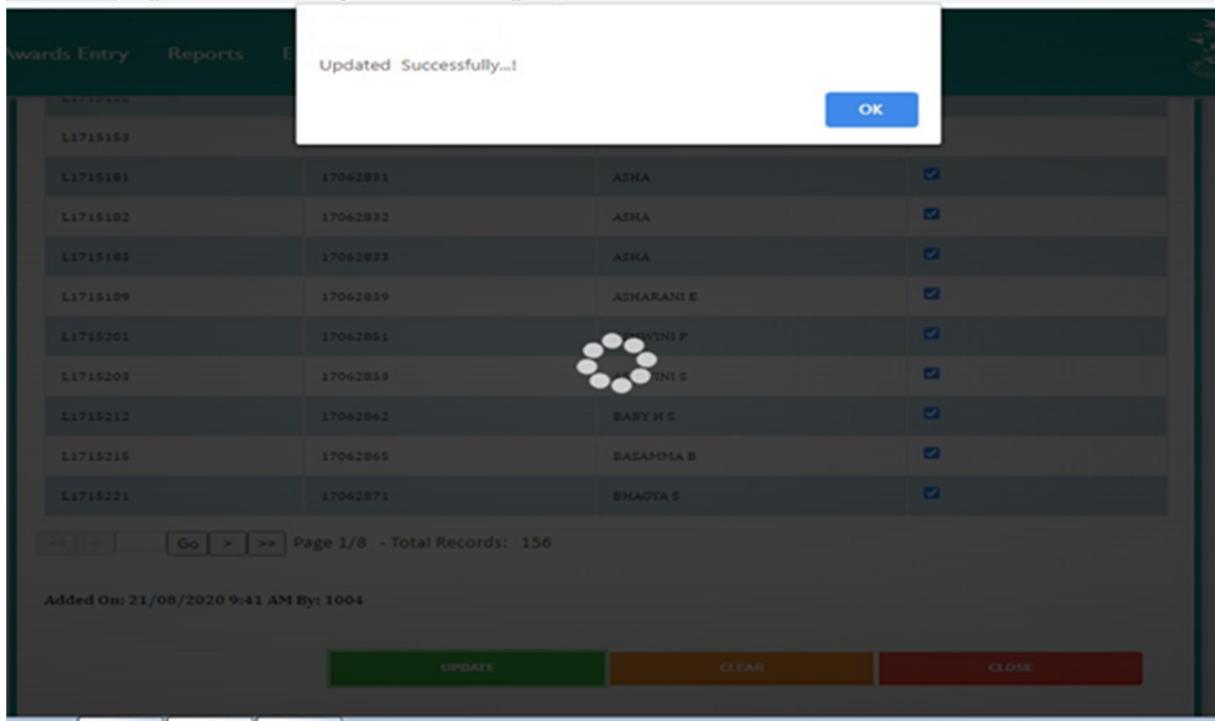
L1715181	17062831	ASHA	<input checked="" type="checkbox"/>
L1715182	17062832	ASHA	<input checked="" type="checkbox"/>
L1715183	17062833	ASHA	<input checked="" type="checkbox"/>
L1715189	17062839	ASHARANI E	<input checked="" type="checkbox"/>
L1715201	17062851	ASHWINI P	<input checked="" type="checkbox"/>
L1715203	17062853	ASHWINI S	<input checked="" type="checkbox"/>
L1715212	17062862	BABY H S	<input checked="" type="checkbox"/>
L1715215	17062865	BASAMMA B	<input checked="" type="checkbox"/>
L1715221	17062871	BHAGYA S	<input checked="" type="checkbox"/>

Page 1/8 - Total Records: 156

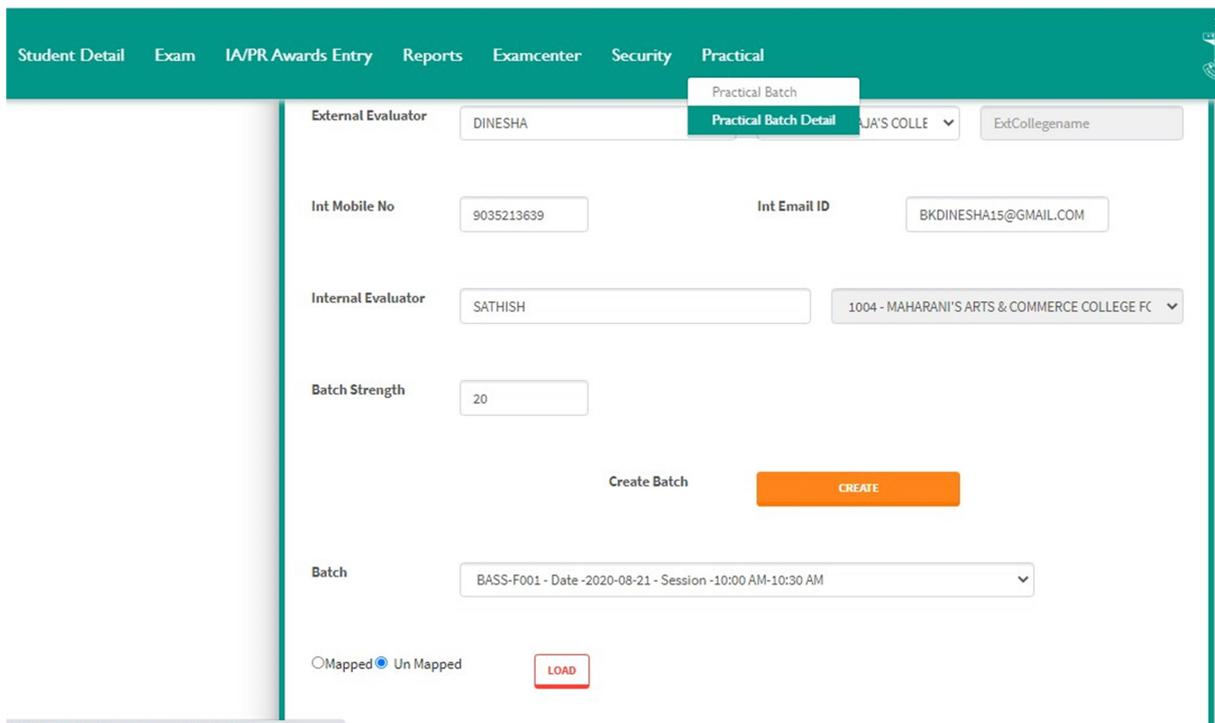
Added On: 21/08/2020 9:41 AM By: 1004

UPDATE
CLEAR
CLOSE

Step 17: Updated message will be displayed.



Step 18: Click on “Practical” from that Select “Practical Batch Detail” option to view the Practical Batch Details.



Step 19: Click on the “Practical Batch Detail”.

Practical Batch Detail

Exam Name

APR 2020

College

1004 - MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN

Export to Excel

Export to PDF

Search:

Batch	Stream	Subject	Date	Time	EntBy	SubBy	Eeval	Ieval	Status	Reg.no.
D001	BASS18	PRACTICAL - COMPUTER APPLICATION	11/08/2020 00:00:00	10:40 AM - 11:30 AM	E		Sagar	Sagar Kulkarni	Entered	L1800803- L1801286
F001	BASS	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM			DINESHA	SATHISH	Applied	L1715116- L1715221

Showing 1 to 2 of 2 entries

First

Previous

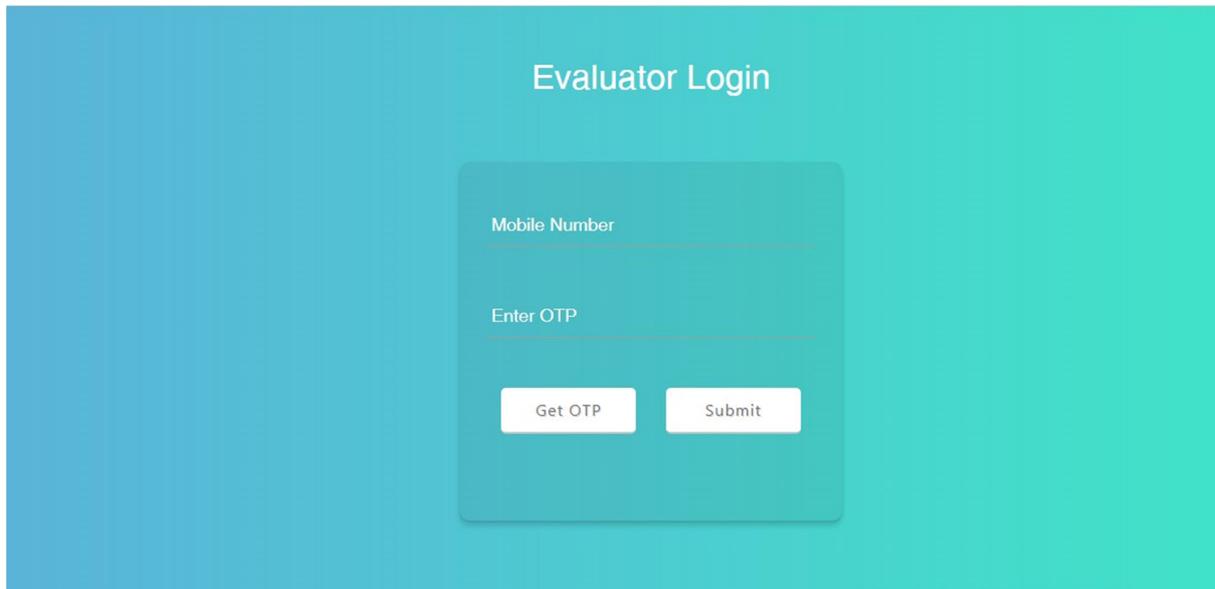
1

Next

Last

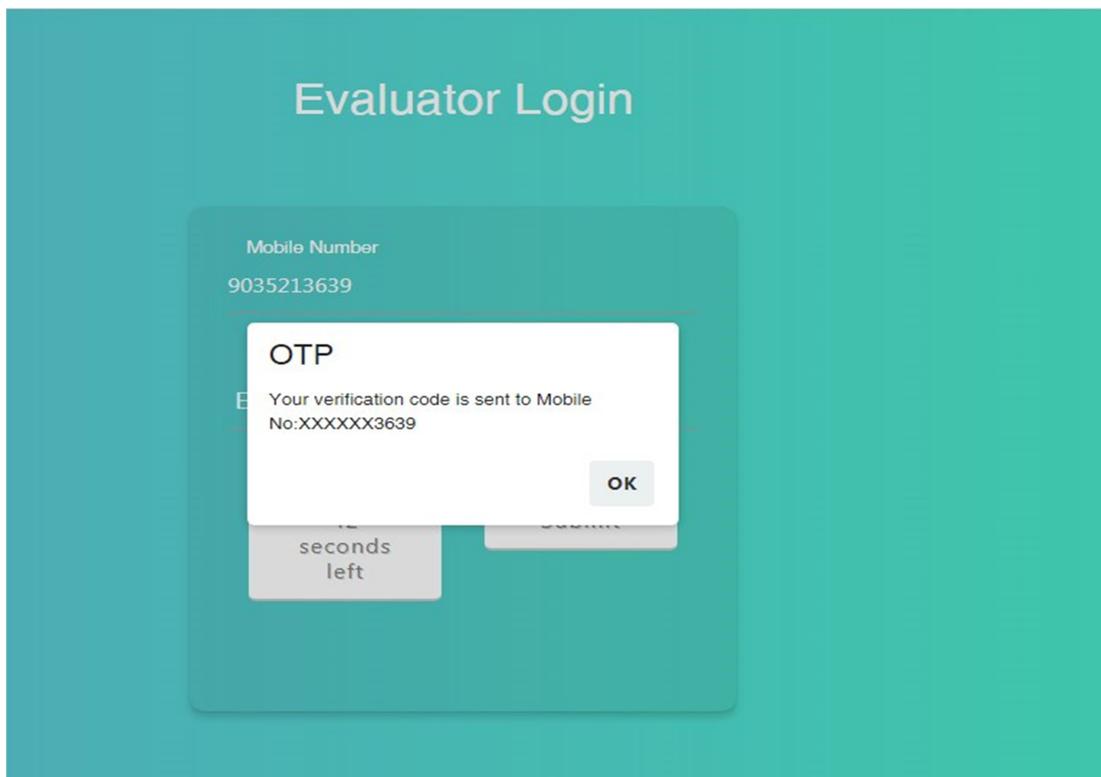
Evaluator Login

Step 20: Please visit the link <http://uomexam.com/preentry/> for Evaluator Login process.



The image shows a teal-colored login form titled "Evaluator Login". It contains two input fields: "Mobile Number" and "Enter OTP". Below the "Enter OTP" field are two buttons: "Get OTP" and "Submit".

Step 21: Click on the “Get OTP” option then enter the OTP, after entering the OTP will get message then click on the OK button.



The image shows the same teal-colored login form as in Step 20. The "Mobile Number" field now contains the text "9035213639". A white modal box is displayed over the form with the title "OTP" and the message "Your verification code is sent to Mobile No:XXXXXX3639". An "OK" button is located in the bottom right corner of the modal box. Below the modal box, a grey button with the text "seconds left" is visible.

Step 22: After click on the OK button Home page will open.



Step 23: Click on the “Practical”.



Step 24: Click on the “Marks Entry”.

Practical Marks Entry

Export to Excel
Export to PDF

Search:

Batch	Exam	College	SubjectCode	Subject	ExamDate	Session	Status
F001	APR 2020	MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN	BASS	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM	Applied

Showing 1 to 1 of 1 entries First Previous 1 Next Last

Pending Records
 Entered Records

Step 25: After Click On the “Marks Entry” Option Practical Marks Entry page will open in that mark on Pending Records.

Practical Marks Entry

Export to Excel
Export to PDF

Search:

Batch	Exam	College	SubjectCode	Subject	ExamDate	Session	Status
F001	APR 2020	MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN	BASS	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM	Applied

Showing 1 to 1 of 1 entries First Previous 1 Next Last

Pending Records
 Entered Records

Reg. No.	Student Id	Name	MaxMarks	ObtainedMarks	Absent
L1715116	17062766	AMBIKA N	40	<input type="text"/>	<input type="checkbox"/>
L1715117	17062767	AMBIKA R	40	<input type="text"/>	<input type="checkbox"/>
L1715126	17062776	ANITHA B	40	<input type="text"/>	<input type="checkbox"/>
L1715131	17062781	ANITHA R	40	<input type="text"/>	<input type="checkbox"/>
L1715133	17062783	ANITHA S P	40	<input type="text"/>	<input type="checkbox"/>
L1715137	17062787	ANJALI A M	40	<input type="text"/>	<input type="checkbox"/>

Step 26: After Click On the “Marks Entry” Option Practical Marks Entry page will open in that mark on Pending Records.

L1715181	17062831	ASHA	40	<input type="text"/>	<input type="checkbox"/>
L1715182	17062832	ASHA	40	<input type="text"/>	<input type="checkbox"/>
L1715183	17062833	ASHA	40	<input type="text"/>	<input type="checkbox"/>
L1715189	17062839	ASHARANI E	40	<input type="text"/>	<input type="checkbox"/>
L1715201	17062851	ASHWINI P	40	<input type="text"/>	<input type="checkbox"/>
L1715203	17062853	ASHWINI S	40	<input type="text"/>	<input type="checkbox"/>
L1715212	17062862	BABY H S	40	<input type="text"/>	<input type="checkbox"/>
L1715215	17062865	BASAMMA B	40	<input type="text"/>	<input type="checkbox"/>
L1715221	17062871	BHAGYA S	40	<input type="text"/>	<input type="checkbox"/>

<< < Go > >> Page 1/1 - Total Records: 20

[UPDATE](#) [CLEAR](#) [CLOSE](#)

Added On: By:

Step 27: After Click On the “Marks Entry” Option Practical Marks Entry page will open in that mark on Entered Records & Enter the marks

Pending Records Entered Records

Reg. No.	Student Id	Name	MaxMarks	ObtainedMarks	Absent
L1715116	17062766	AMBIKA N	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715117	17062767	AMBIKA R	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715126	17062776	ANITHA B	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715131	17062781	ANITHA R	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715133	17062783	ANITHA S P	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715137	17062787	ANJALI A M	40	<input type="text" value="25"/>	<input type="checkbox"/>
L1715138	17062788	ANJALI G	40	<input type="text" value="39"/>	<input type="checkbox"/>

Step 28: Click on the “Update” Option after entering the marks.

L1715153	17062803	ANUSHA H M	40	<input type="text" value="40"/>	<input type="checkbox"/>
L1715181	17062831	ASHA	40	<input type="text" value="40"/>	<input type="checkbox"/>
L1715182	17062832	ASHA	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715183	17062833	ASHA	40	<input type="text" value="-1"/>	<input checked="" type="checkbox"/>
L1715189	17062839	ASHARANI E	40	<input type="text" value="-1"/>	<input checked="" type="checkbox"/>
L1715201	17062851	ASHWINI P	40	<input type="text" value="35"/>	<input type="checkbox"/>
L1715203	17062853	ASHWINI S	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715212	17062862	BABY H S	40	<input type="text" value="30"/>	<input type="checkbox"/>
L1715215	17062865	BASAMMA B	40	<input type="text" value="40"/>	<input type="checkbox"/>
L1715221	17062871	BHAGYA S	40	<input type="text" value="20"/>	<input type="checkbox"/>

Page 1/1 - Total Records: 20

Added On: 19/11/2019 1:04 PM By: Gopesh

Step 29: After Click on the “Update” the Date will be updated successfully by showing this message then click on the OK button.

uomexam.com says

L1715116 - PRACTICAL - (30) Marks Added Successfully

L1715117 - PRACTICAL - (30) Marks Added Successfully

L1715126 - PRACTICAL - (30) Marks Added Successfully

L1715131 - PRACTICAL - (30) Marks Added Successfully

L1715133 - PRACTICAL - (30) Marks Added Successfully

L1715137 - PRACTICAL - (25) Marks Added Successfully

L1715138 - PRACTICAL - (39) Marks Added Successfully

L1715145 - PRACTICAL - (40) Marks Added Successfully

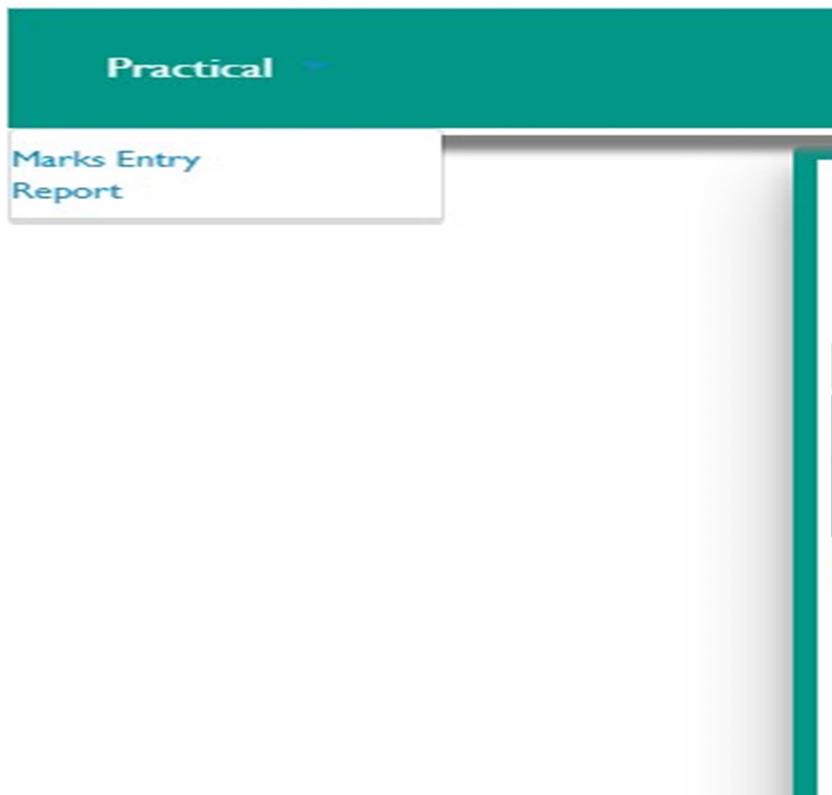
L1715149 - PRACTICAL - (35) Marks Added Successfully

L1715152 - PRACTICAL - (26) Marks Added Successfully

83	ASHA	40	<input type="text" value="40"/>	<input checked="" type="checkbox"/>
89	ASHARANI E	40	<input type="text" value="40"/>	<input checked="" type="checkbox"/>
91	ASHWINI P	40	<input type="text" value="35"/>	<input type="checkbox"/>
93	ASHWINI S	40	<input type="text" value="30"/>	<input type="checkbox"/>
92	BABY H S	40	<input type="text" value="30"/>	<input type="checkbox"/>
95	BASAMMA B	40	<input type="text" value="40"/>	<input type="checkbox"/>
71	BHAGYA S	40	<input type="text" value="20"/>	<input type="checkbox"/>

Page 1/1 - Total Records: 20

Step 30: Click on the “Report”.



Step 31: After Click on the “Report” Option Practical Marks Report page will open to view.

Practical Marks Report

Export to Excel Export to PDF Search:

College	Subject	ExamDate	Session	EntBy	SubBy	ExtName	IntName	Status	
MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM	E		DINESHA	SATHISH	Entered	

Showing 1 to 1 of 1 entries First Previous 1 Next Last

Step 32: Click on the Download Symbol.

Practical Marks Report

Export to Excel Export to PDF Search:

College	Subject	ExamDate	Session	EntBy	SubBy	ExtName	IntName	Status	
MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM	E		DINESHA	SATHISH	Entered	 Download

Showing 1 to 1 of 1 entriesFirst Previous 1 Next Last

Step 34: Click on the “Submit” option will show the message.

After Submit you can not Update

Subject : F47-GEOGRAPHY(PRACTICAL) Batch : F001(21/08/2020 10:00 AM to 10:30 AM Total Student : 20 Marks Entered : 20 Present : 18 Absent : 2

SUBMIT VIEW CLOSE

College	Subject	ExamDate	Session	EntBy	SubBy	ExtName	IntName	Status	
MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOMEN	PRACTICAL - GEOGRAPHY	21/08/2020 00:00:00	10:00 AM - 10:30 AM	E		DINESHA	SATHISH	Entered	

Showing 1 to 1 of 1 entries

First Previous 1 Next Last

After click on “SUBMIT”, You cannot modify marks.

Step 32: Click on the “View”.

After Submit you can not Update

Subject : F47-GEOGRAPHY(PRACTICAL) Batch : F001(21/08/2020 10:00 AM to 10:30 AM Total Student : 20 Marks Entered : 20 Present : 18 Absent : 2

SUBMIT VIEW CLOSE

Step 33: After Click on “View” Option Marks List Page will open.



Marks List For Practical Marks Examinations June 2020

College Name : MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOM

College Code : 1004

Course : BASS

Year/Semester : F

Subject : GEOGRAPHY(PRACTICAL-4)

Paper Code No : F47- 4

Batch No : F001

Maximum Marks : 40

Date : 2020-08-21

Session : 10:00 AM - 10:30 AM

Sl No	Register Number	Obt.Marks	Total in Words
1	L1715116	30	THIRTY
2	L1715117	30	THIRTY
3	L1715126	30	THIRTY
4	L1715131	30	THIRTY
5	L1715133	30	THIRTY
6	L1715137	25	TWENTY FIVE
7	L1715138	39	THIRTY NINE
8	L1715145	40	FORTY
9	L1715149	35	THIRTY FIVE
10	L1715152	36	THIRTY SIX
11	L1715153	40	FORTY
12	L1715181	40	FORTY
13	L1715182	30	THIRTY
14	L1715183	AB	ABSENT
15	L1715189	AB	ABSENT
16	L1715201	35	THIRTY FIVE
17	L1715203	30	THIRTY
18	L1715212	30	THIRTY
19	L1715215	40	FORTY
20	L1715221	20	TWENTY

1. Signature of the External Examiner(With Date)

1. Signature of the Internal Examiner(With Date)

Name : DINESHA

Mob. No. : 9035213639

Name : SATHISH

Mob. No. : 9035213639

JL
TR

Step 34: Click on "Close".



Marks List For Practical Marks Examinations June 2020

College Name : MAHARANI'S ARTS & COMMERCE COLLEGE FOR WOM

College Code : 1004

Course : BASS

Year/Semester : F

Subject : GEOGRAPHY(PRACTICAL-4)

Paper Code No : F47- 4

Batch No : F001

Maximum Marks : 40

Date : 2020-08-21

Session : 10:00 AM - 10:30 AM

Sl No	Register Number	Obt.Marks	Total in Words
1	L1715116	30	THIRTY
2	L1715117	30	THIRTY
3	L1715126	30	THIRTY
4	L1715131	30	THIRTY
5	L1715133	30	THIRTY
6	L1715137	25	TWENTY FIVE
7	L1715138	39	THIRTY NINE
8	L1715145	40	FORTY
9	L1715149	35	THIRTY FIVE
10	L1715152	36	THIRTY SIX
11	L1715153	40	FORTY
12	L1715181	40	FORTY
13	L1715182	30	THIRTY
14	L1715183	AB	ABSENT
15	L1715189	AB	ABSENT
16	L1715201	35	THIRTY FIVE
17	L1715203	30	THIRTY
18	L1715212	30	THIRTY

Step 35: Both print and view option are available. Kindly print and submit one copy as required.