



# Newman College

Affiliated to Mahatma Gandhi University

Reaccredited by NAAC with A grade (Cycle 3, CGPA 3.32)

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# Criterion VI Governance, Leadership and Management



6.2

Strategy Development and Deployment

6.2.2

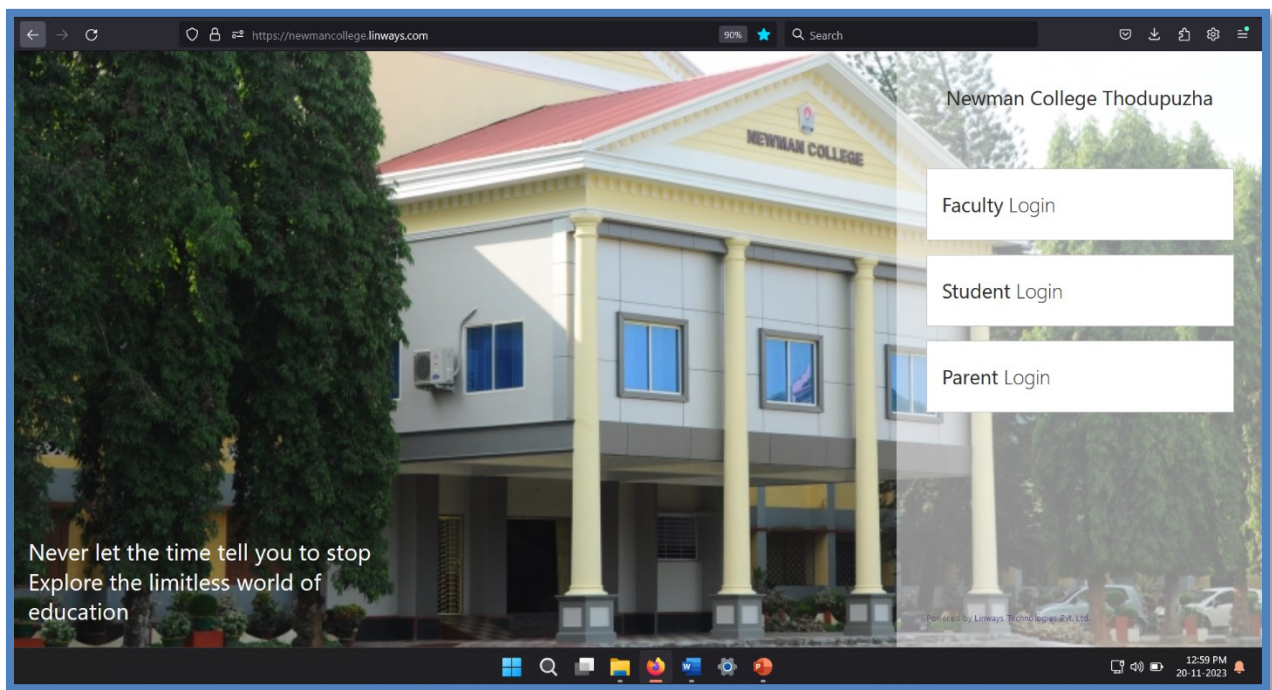
ERP Document

Submitted to



National Assessment and Accreditation Council

# THE ENTERPRISE RESOURCE PLANNING (ERP) OF NEWMAN COLLEGE



<https://newmancollege.linways.com/>

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### 4. [PARENT MODULE](#)

The Enterprise Resource Planning (ERP) of Newman College Thodupuzha was started to assist the students, faculty, staff, and other members of the college. The ERP comprises different portals developed and managed by the LINWAYS technologies Pvt. limited. It comprises of the modules ACADEMIC ADMIN, PRINCIPAL, HOD, ADMISSION, and EXAT NAAC module, FACULTY PORTAL, STUDENT PORTAL and PARENT PORTAL that enable the smooth functioning of all the academic and administrative activities of the College. The institution used LINWAYS MIS version three till academic year 2023-24. The college stepped up to version 4 entirely by 2023 although the admission module of version 4 was already in use.

### **1. ADMINISTRATIVE MODULES OF THE SOFTWARE**

#### **A. ACADEMIC ADMIN**

#### **C. PRINCIPAL**

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### **2 . FACULTY PORTAL**

### **3. STUDENT PORTAL**

### **4. PARENT PORTAL**

### **LINWAYS AMS FEATURES/HIGHLIGHTS**

- Class Management: Each subject is a community and teacher is its moderator
- Student Management: Student's branch assign and status reports
- Lesson Planner: Proposed plan & Actual Plan
- Exam Management: Manage Exams , Track student's progress and exam reports
- Virtual learning: Upload course material( PPT, PDF, DOC, TXT, XLS formats)
- Online Communication with push notification:
- OBE: PO- CO Mapping and attainment reports



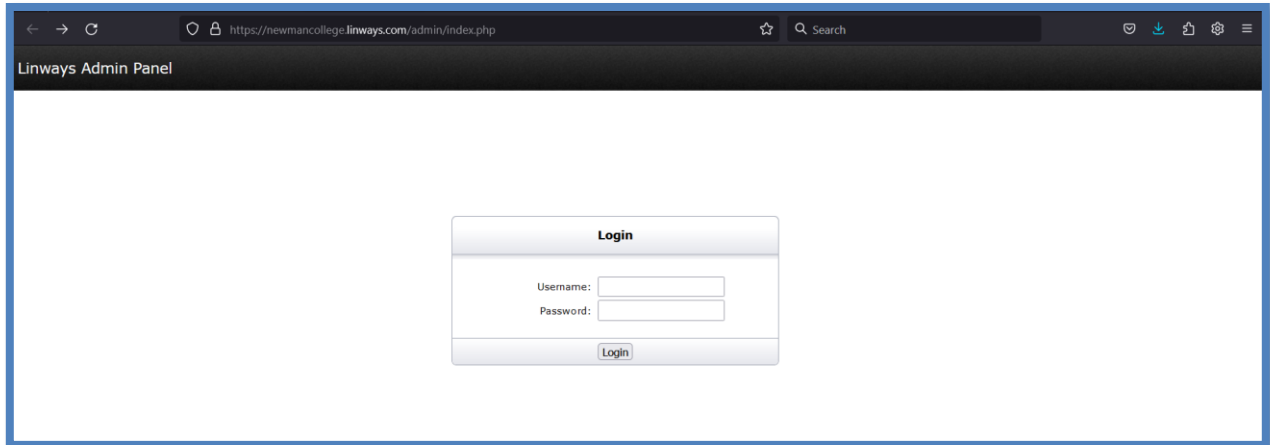
## Home Page of LINWAYS

The Administrator Portal is accessed by a limited number of specially designated administrative members of the Management i.e., System admin, Principal and other officers who were assigned to perform specified tasks on behalf of principal and or Admin. The Administrator's Portal provides access to the following: Admission details, applicants profile, student profile, allotment list, rank list, category wise admission details, class setting details, subject allocation details, Class details, subject details, internal and external Mark details, rules setting portal, update process, certificate publishing and printing details, grace mark settings, department details, staff details, timetable, attendance details of classes taken, etc. The administrator can view and access all the information transacted through the software.

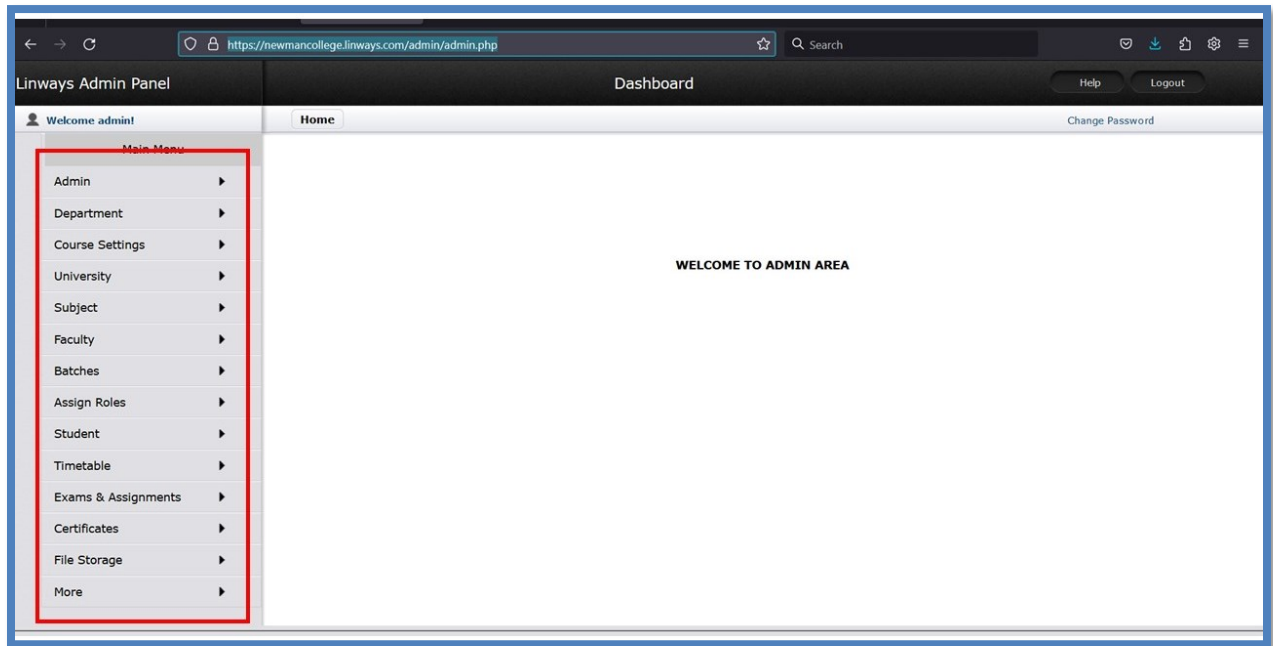
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## ADMIN MODULE

The LINWAYS admin module of newman college can be accessed through the link <https://newmancollege.linways.com/admin/admin.php>.



**Login page of admin module**



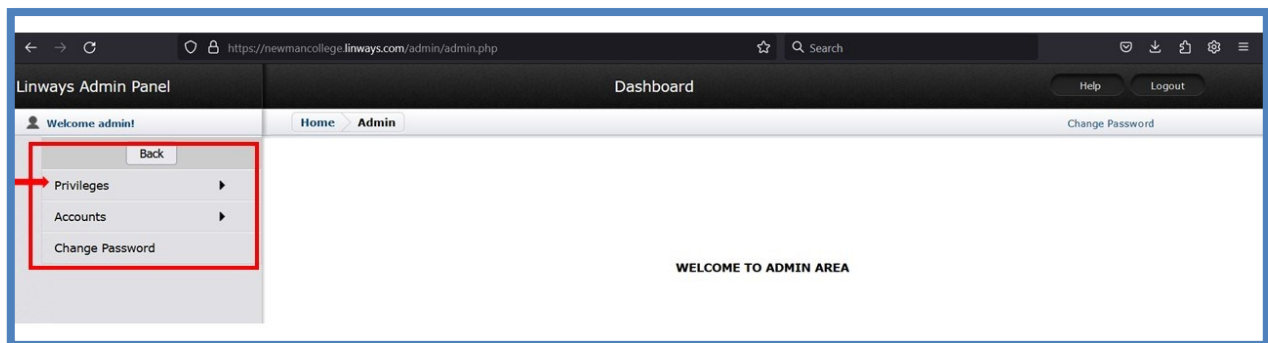
**Home Page of admin module**

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The features associated with admin profile are accessible through the tabs, ADMIN, DEPARTMENT, COURSE SETTINGS, SUBJECT, FACULTY, BATCHES, ASSIGNED ROLES, STUDENT, TIMETABLE, EXAMS AND ASSIGNMENTS, CERTIFICATES etc.

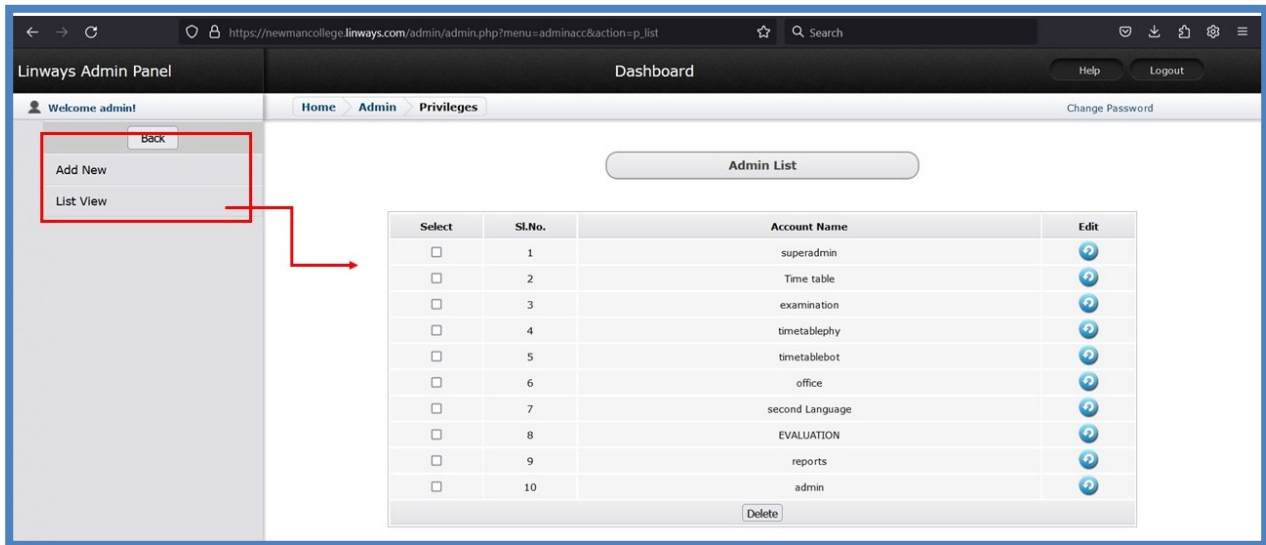
## 1. ADMIN

On clicking on the 'admin' tab the system admin will be directed to a page where he can interest certain privileges for the smooth functioning of academic and administrative matters to other faculties or staff. This helps decentralization of the responsibilities as well as efficient management of the process. For example, if a faculty is assigned with the privilege of timetable, he can access that particular admin area alone and manage the requisites. The other privileges of the system admin will not be available for that particular faculty. The account section enables the admin to create the accounts of the persons to which privileges are to be assigned.

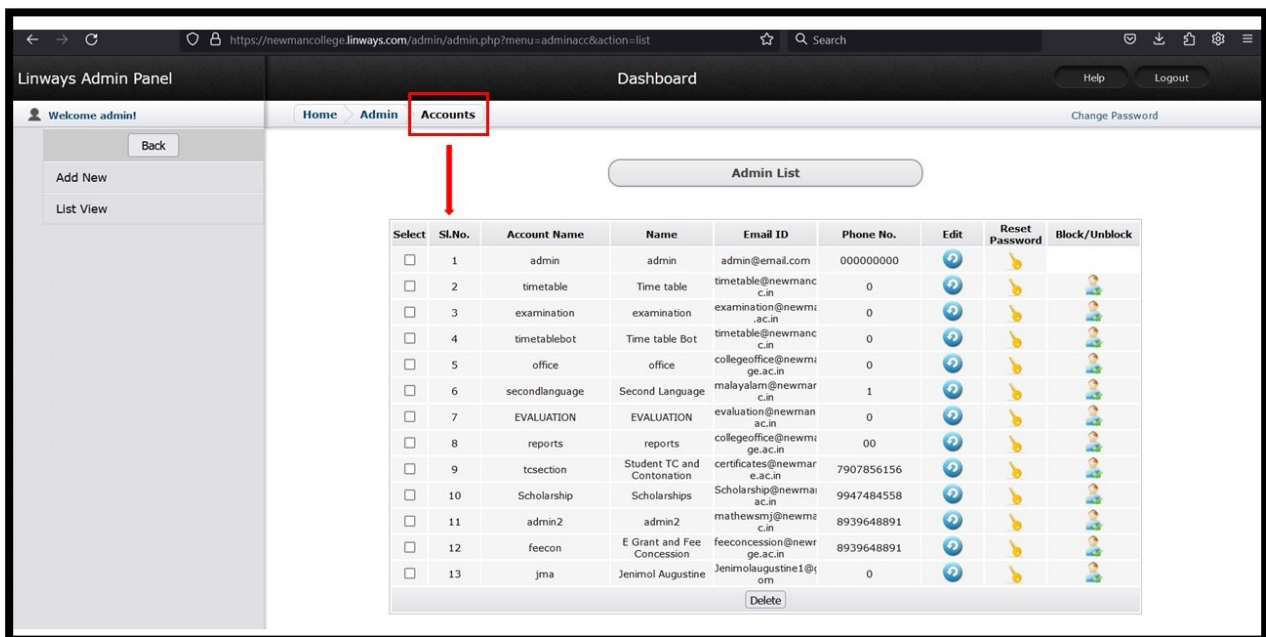


**Options associated with 'admin' tab in ADMIN profile**





List of privileges assigned by the system admin

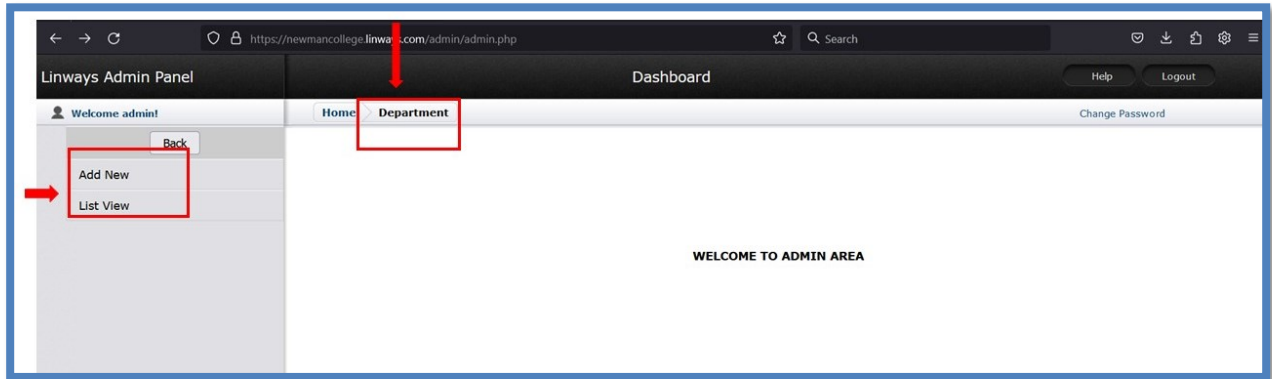


List of accounts for the privileges assigned by the system admin

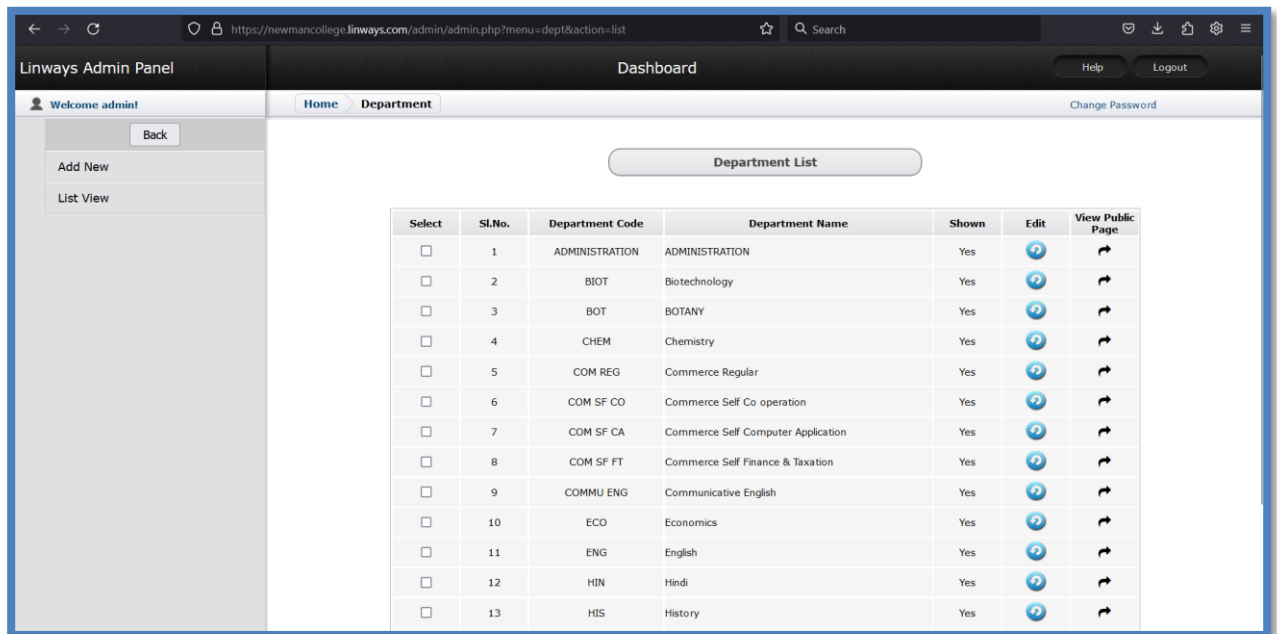
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## 2. DEPARTMENT

This feature enables the admin to create accounts for various departments in the college. Later the affiliation of various students and faculty can be assigned to these departments.



Home page of 'Department' tab of ADMIN AREA

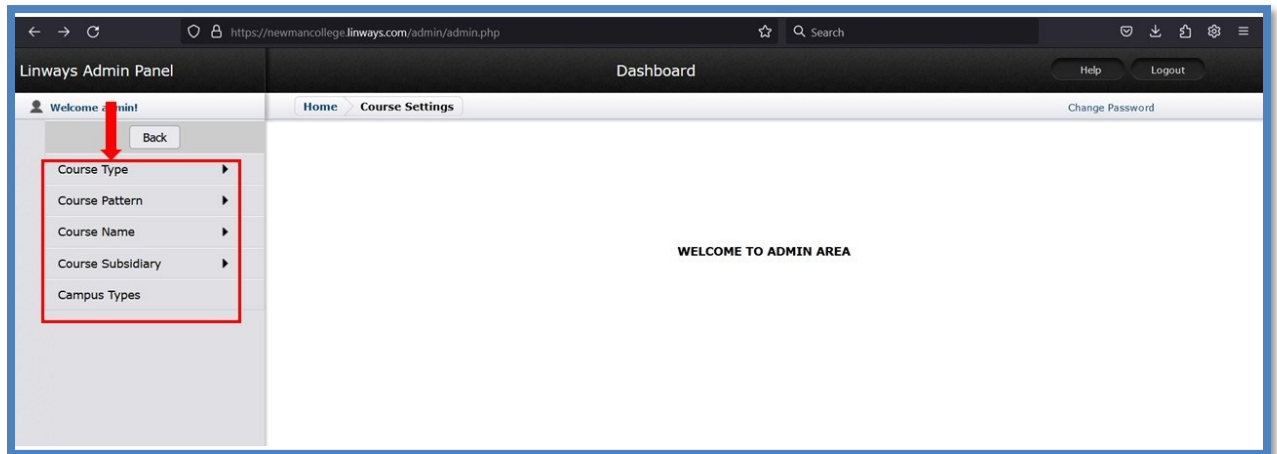


List various departments created in LINWAYS by ADMIN

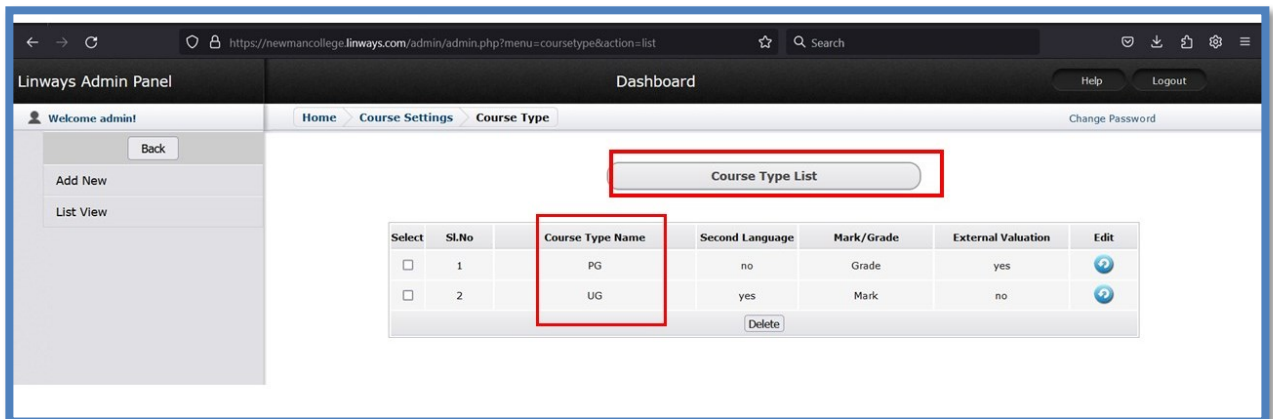
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### 3. COURSE SETTINGS

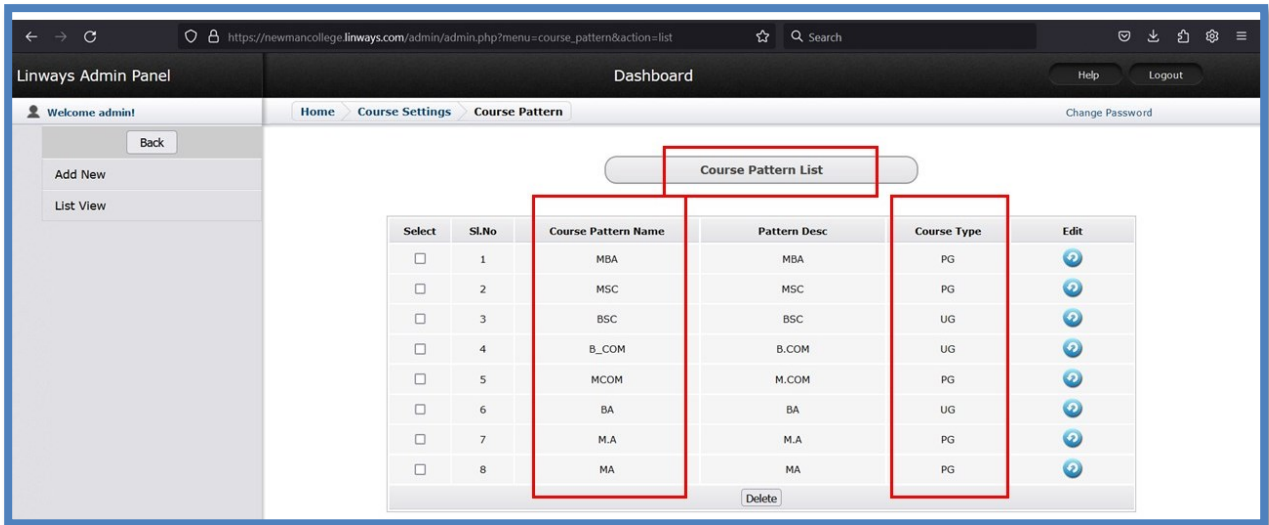
This feature allows the admin to create various course types in the college [Postgraduate (PG)/ Under graduate (UG)], the pattern of course followed under these course types [different programmes], the name of that particular courses, and the details of the subsidiary subjects taught for these particular courses.



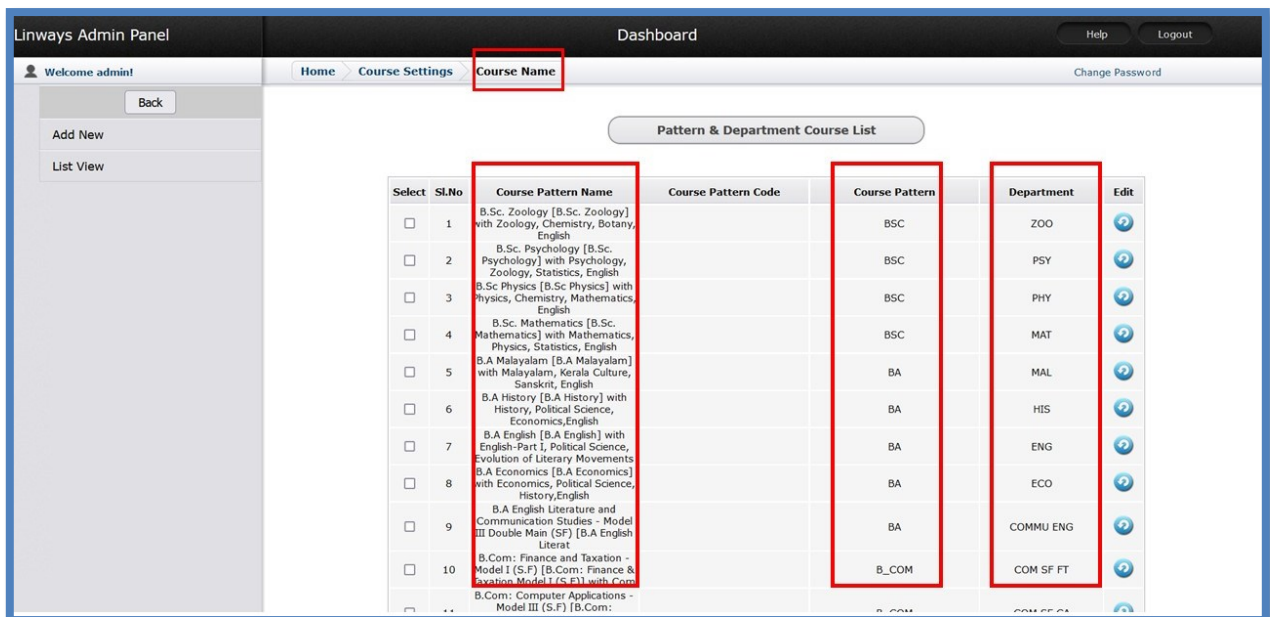
Home page of 'Course settings' tab of ADMIN AREA



'Course Type list' under course settings



**‘Course pattern’ list under course settings**



**‘Course Name’ list under course settings**

The screenshot shows the 'Subsidiary Course List' in the Linways Admin Panel. The table contains the following data:

Select	Sl.No	Course Pattern Name	Subsidiary Course Name	Edit
<input type="checkbox"/>	1	B.A Economics	Economics, Political Science, History,English	
<input type="checkbox"/>	2	B.A History	History, Political Science, Economics,English	
<input type="checkbox"/>	3	B.A English Literature & Communication Studies - Model III Double Main (SF)	Literature and Communication Studies, English	
<input type="checkbox"/>	4	B.A Malayalam	Malayalam, Kerala Culture, Sanskrit, English	
<input type="checkbox"/>	5	B.Sc. Chemistry	Chemistry, Physics, Mathematics, English	
<input type="checkbox"/>	6	B.Sc. Mathematics	Mathematics, Physics, Statistics, English	
<input type="checkbox"/>	7	B.Sc Physics	Physics, Chemistry, Mathematics, English	
<input type="checkbox"/>	8	B.Sc. Psychology	Psychology, Zoology, Statistics, English	
<input type="checkbox"/>	9	B.Sc. Zoology	Zoology, Chemistry, Botany, English	
<input type="checkbox"/>	10	B.Com : Finance & Taxation	Commerce, Finance, Taxation, English	
<input type="checkbox"/>	11	B.Com: Finance & Taxation - Model I (S.F)	Commerce, Finance, Taxation, English	
<input type="checkbox"/>	12	B.Com: Co-operation - Model I (S.F)	Commerce, Business Studies, Accountancy, English	

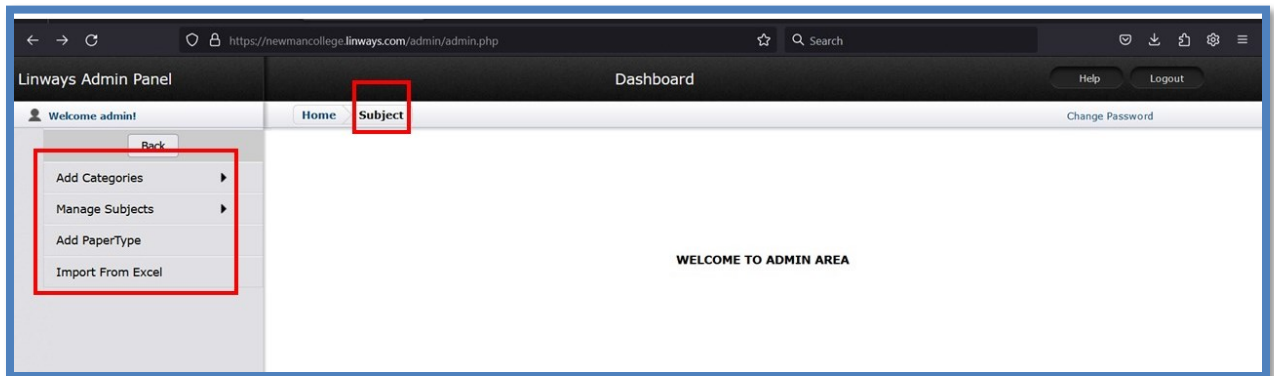
‘Subsidiary Course Name’ list under course settings

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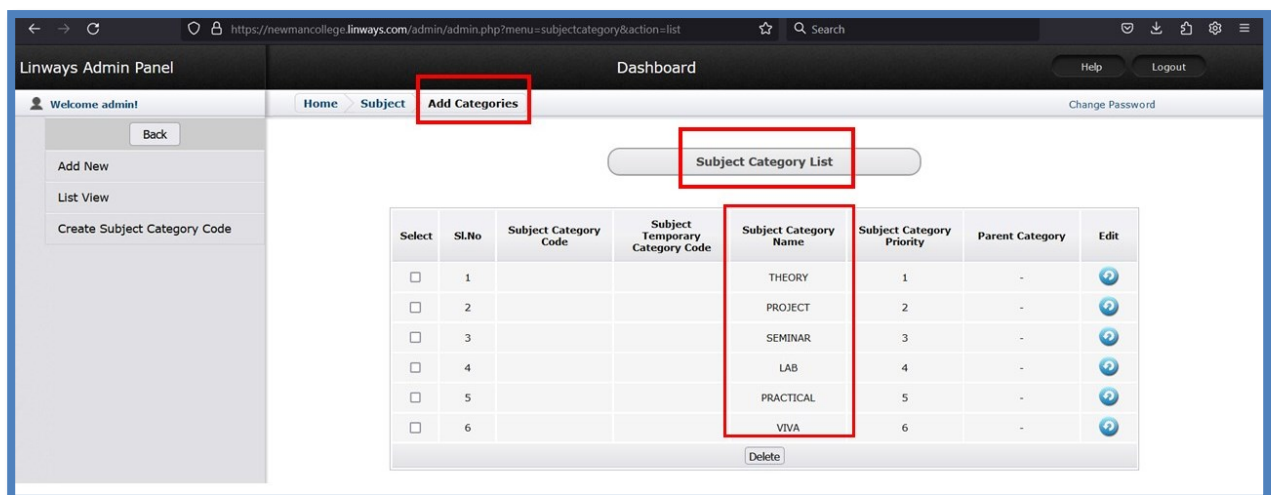
#### 4. SUBJECT

This feature allows the admin to create the various subjects taught in the college by various departments.



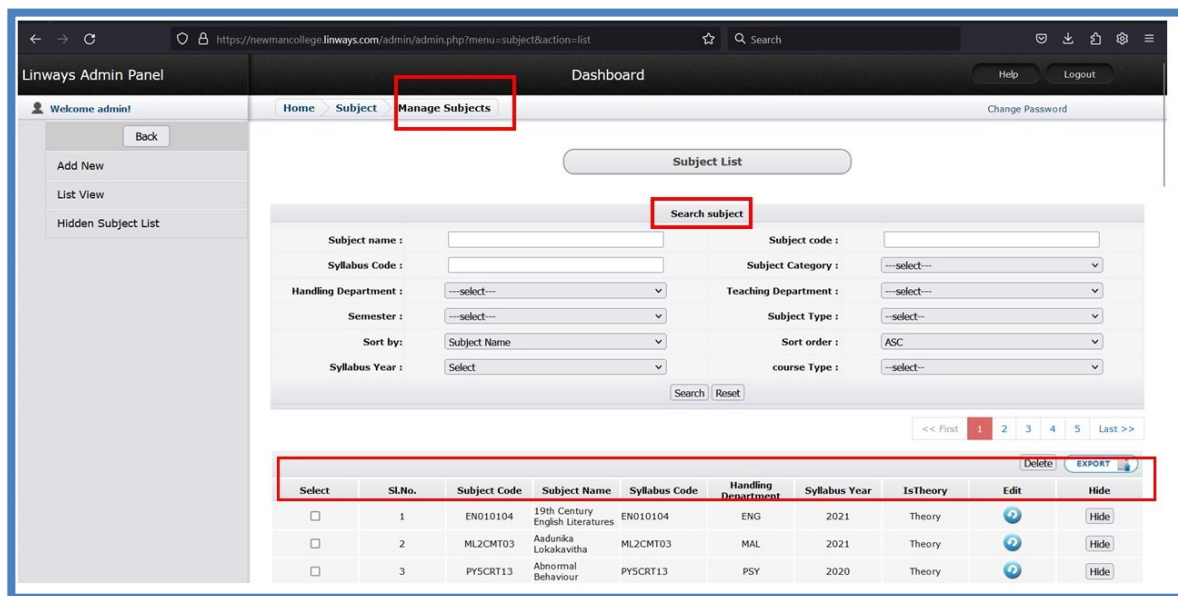
**Home page of 'Subject' tab of ADMIN AREA**

The first option is to add the subject categories. Here the admin should specify whether the subject belong to theory practical etc he should include all the options according to which university and semester exams will be carried out with respect to the syllabus of each programme.

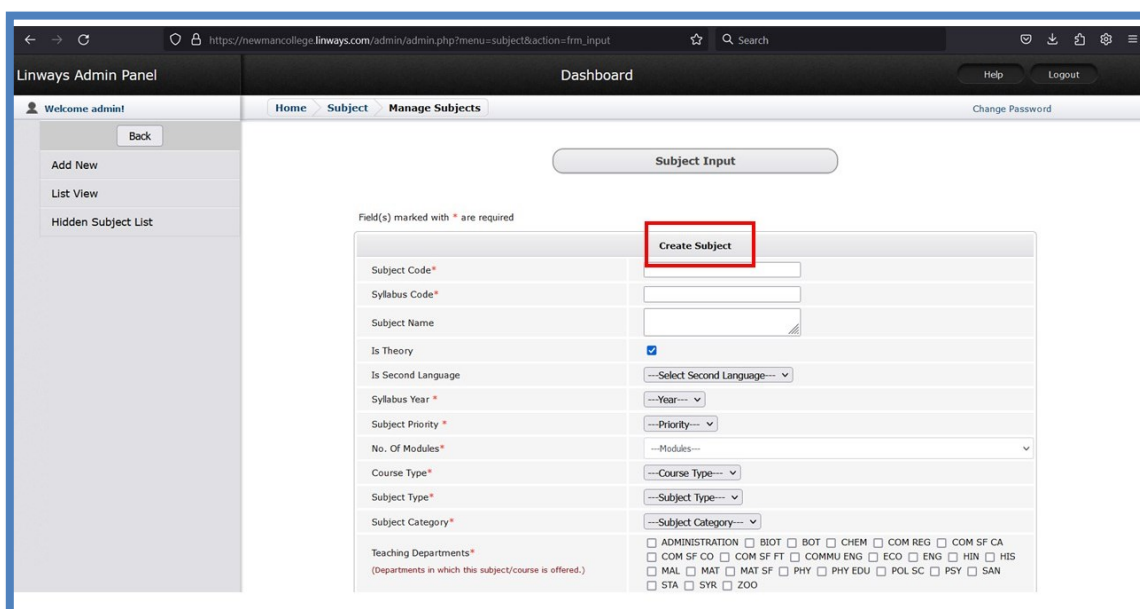


**'Subject category' list of 'Add categories' feature under 'Subject' tab of ADMIN**

Once the subject categories are created the ADMIN can move on to the manage sub subjects feature which allows him him to add different subjects into the Liways list or to find a particular subject already added and edit it if needed.



**Subjects list and ‘Search Subject’ option in ‘Manage subjects’ feature under ‘Subject’ tab of ADMIN module**

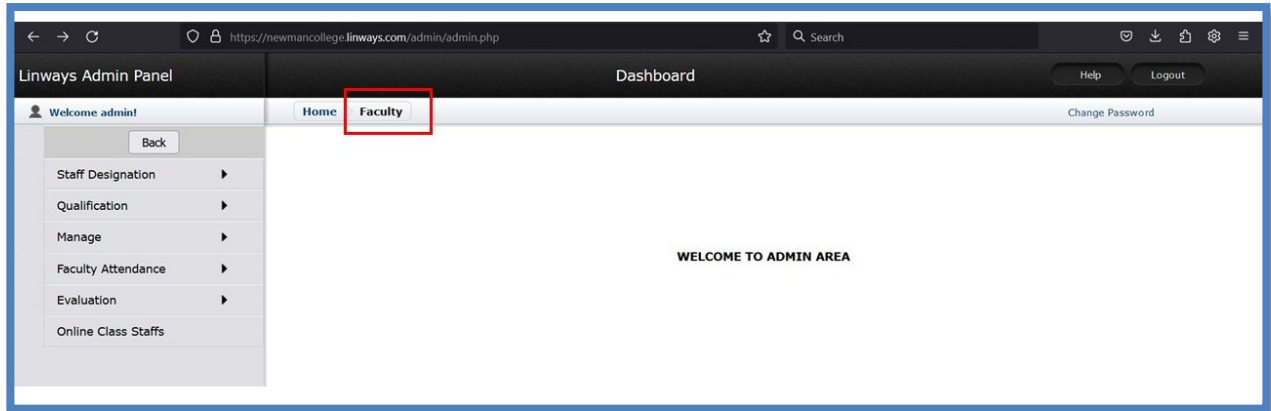


**‘Create Subject’ option of ‘Manage subjects’ feature under ‘Subject’ tab of ADMIN**

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## 5. FACULTY

Faculty tab under the ADMIN area contains several options out of which the manage option and the evaluation option are quite important.

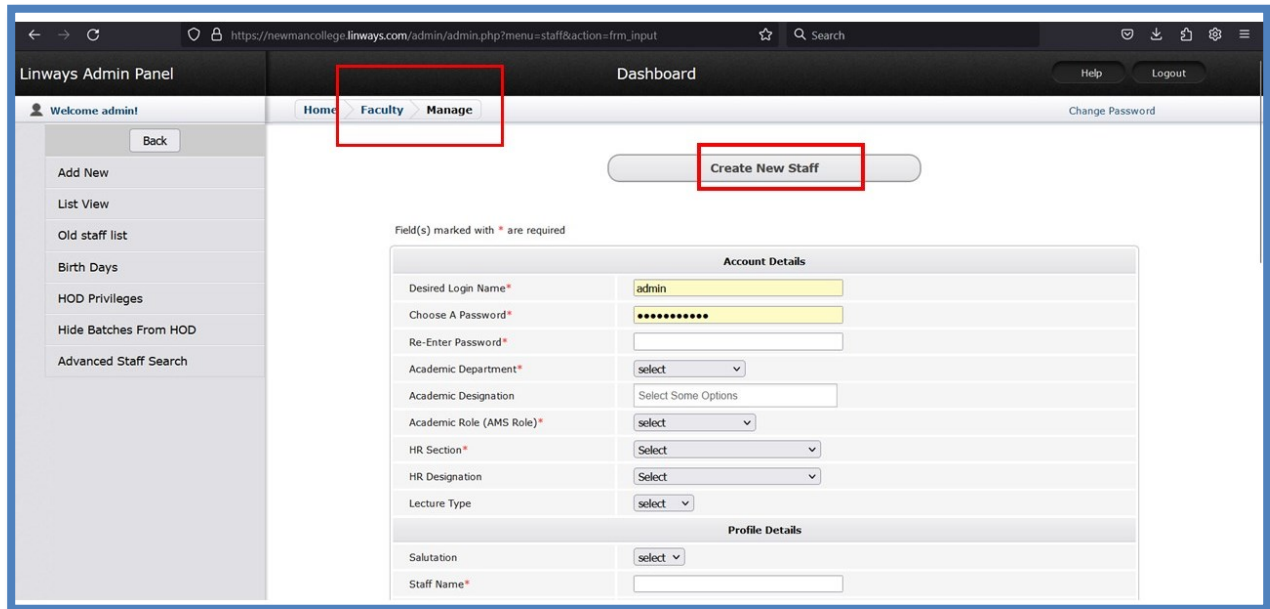


### Home page of ‘Faculty’ tab of ADMIN AREA

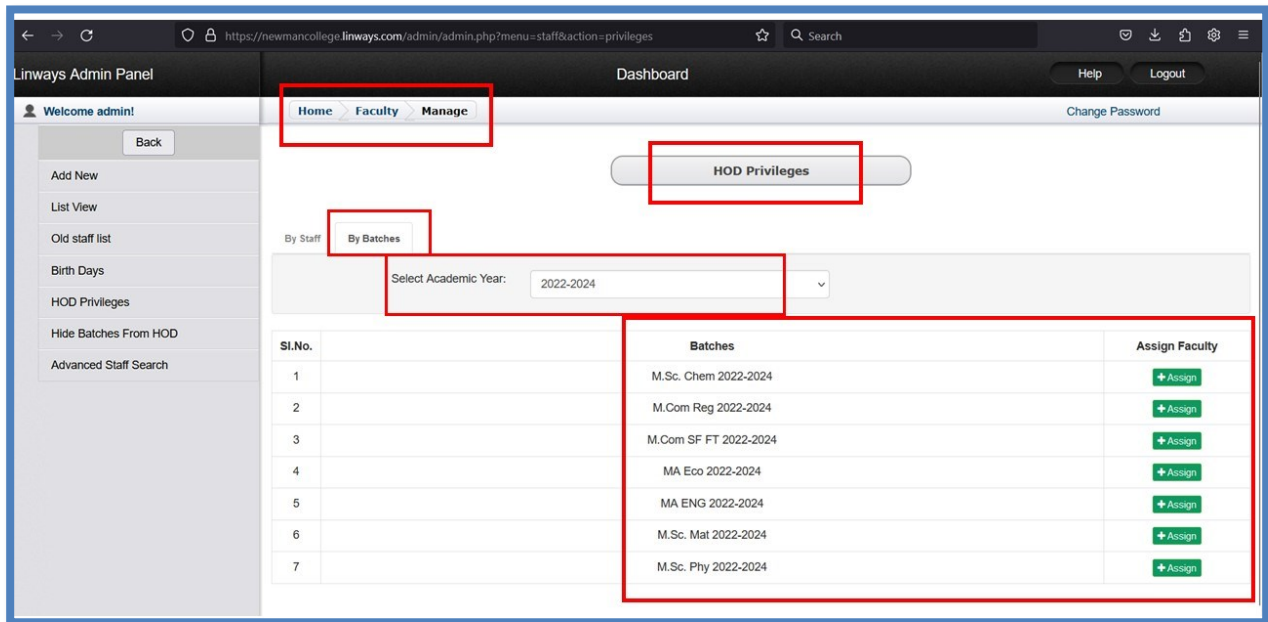
This ‘Manage’ option permits the ADMIN to add faculties into the Linways Management System so that they can be assigned different duties or they can be later assigned as the teachers of particular subjects.

A new staff account can be created using the ‘manage’ option under the faculty tab and clicking on the ‘add new’ button. The admin can create a particular login name and a password for the faculty and under his details to create the faculty account. Later this log in credentials can be provided to the faculty for him to access his faculty account.

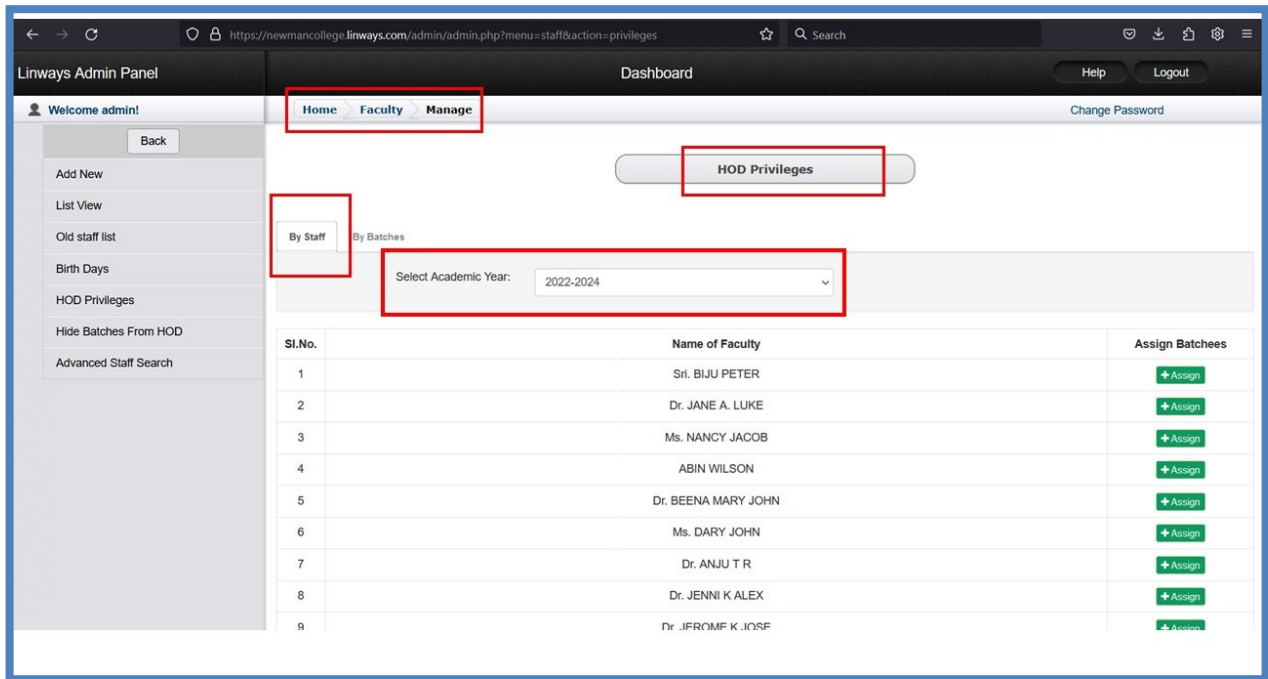
The manage feature under the faculty also allows the admin to assign HOD privileges for a particular faculty. This can be done in two ways. The first method is to specify the academic year and obtain the list of all the faculties he has already added and assign him as the HOD for the particular batches from the batch list. The second method admin can list out all the batches he has already created and then assign a particular faculty from the faculty list as their HOD.



**Creating New staff account through the 'Add new' option in Manage feature under the Faculty tab in ADMIN AREA**

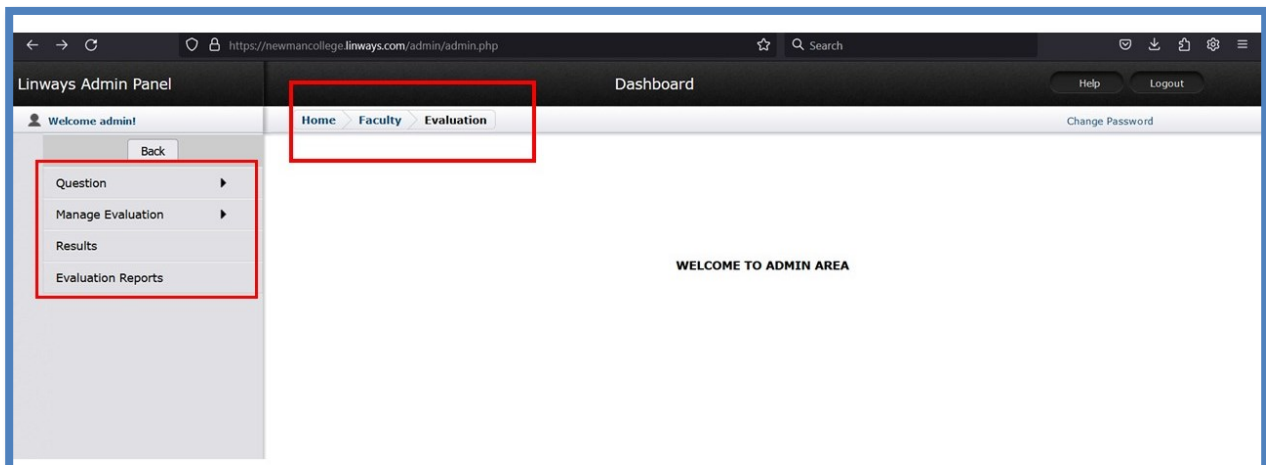


**Assigning 'HOD Privileges' New' through the 'HOD Privileges' option in Manage feature under the Faculty tab in ADMIN AREA (By batches method)**



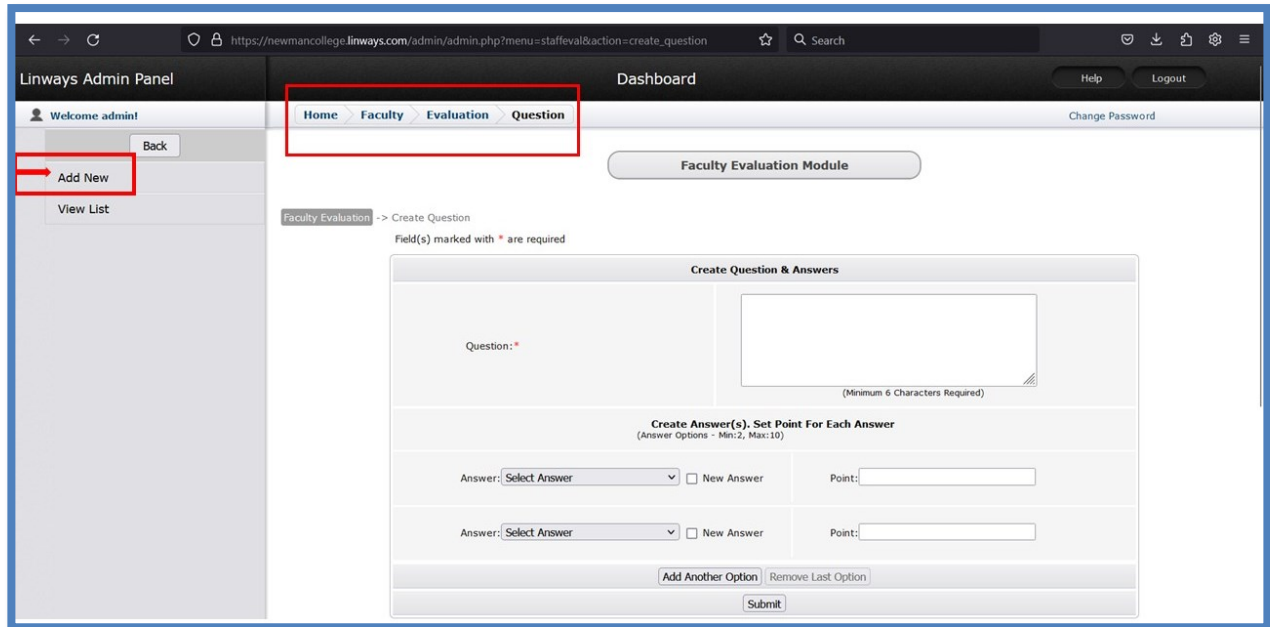
**Assigning ‘HOD Privileges’New’ through the ‘HOD Privileges’ option in Manage feature under the Faculty tab in ADMIN AREA (By staff method)**

The evaluation feature under the faculty tab provides the option to conduct faculty evaluation among the students with respect to criteria set by the admin. The admin can create questions for evaluation. The students will be intimidated of the evaluation notification on their login page through which they can participate in the evaluation.

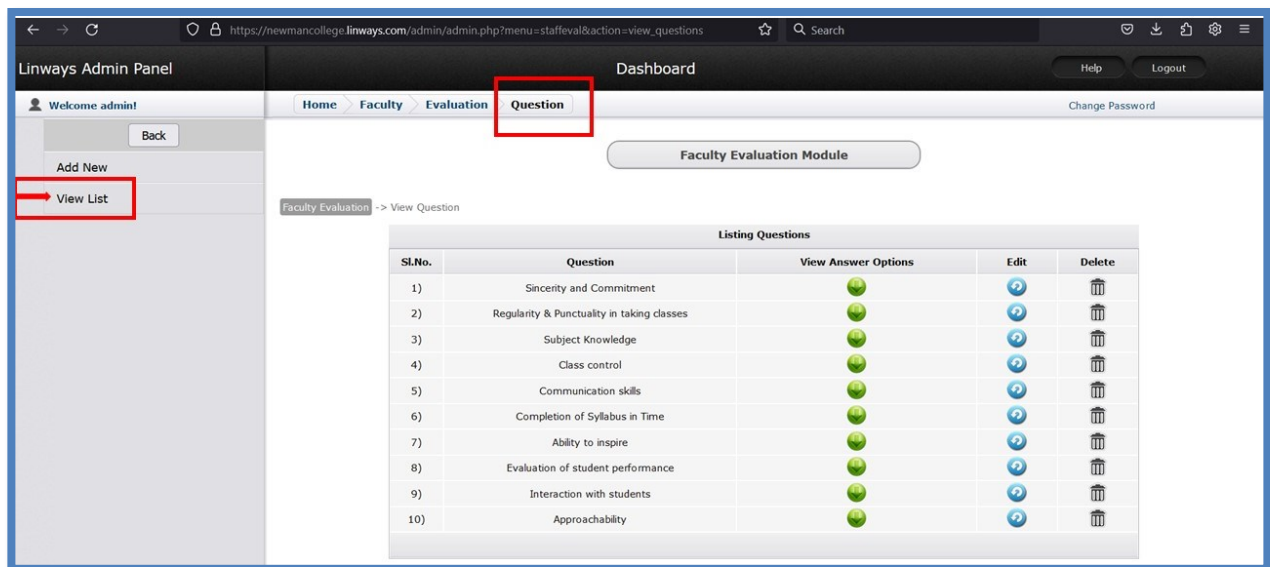


**Home page of ‘Evaluation’ feature under Faculty tab of ADMIN AREA**





**Creating Questions for faculty evaluation through the ‘Add new’ option in ‘Question’ section under the ‘Evaluation’ feature in the ‘faculty’ tab in ADMIN AREA**



**Viewing the already created questions for faculty evaluation through the ‘View List’ option in ‘Question’ section in the Evaluation feature under the ‘faculty’ tab in ADMIN AREA**

Linways Admin Panel | Dashboard | Welcome admin! | Home > Faculty > Evaluation | Change Password

Faculty Evaluation Module

Faculty Evaluation -> Evaluation List

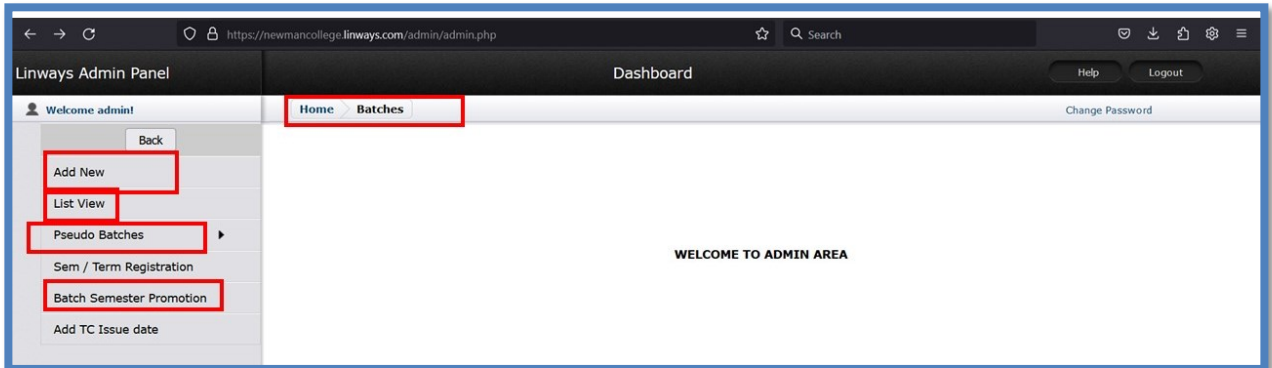
Listing Tests/Evaluations			
SLNo.	Evaluation Name	Batches Attended	Details
1	FACULTY EVALUATION 2021-22 EVEN SEM	53	
2	FACULTY EVALUATION 2022-23 ODD SEM	59	
3	Even Sem 2022-2023	28	

**Results of faculty evaluation**

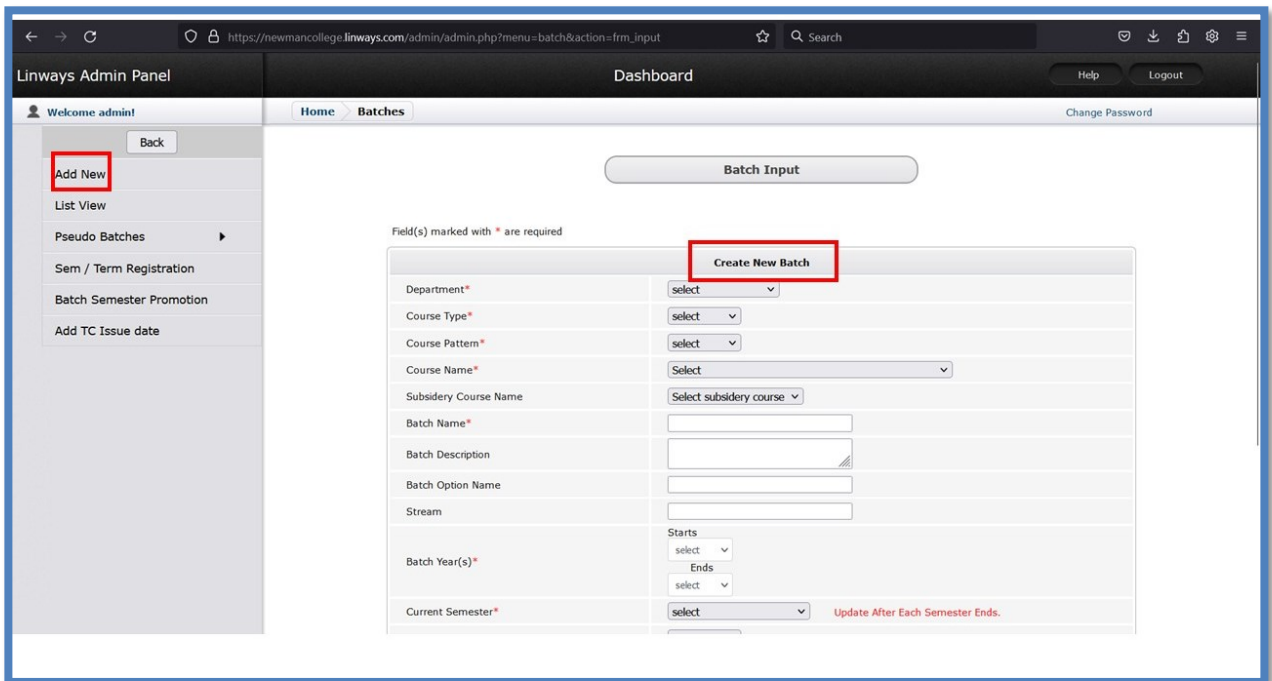
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## 6. BATCHES

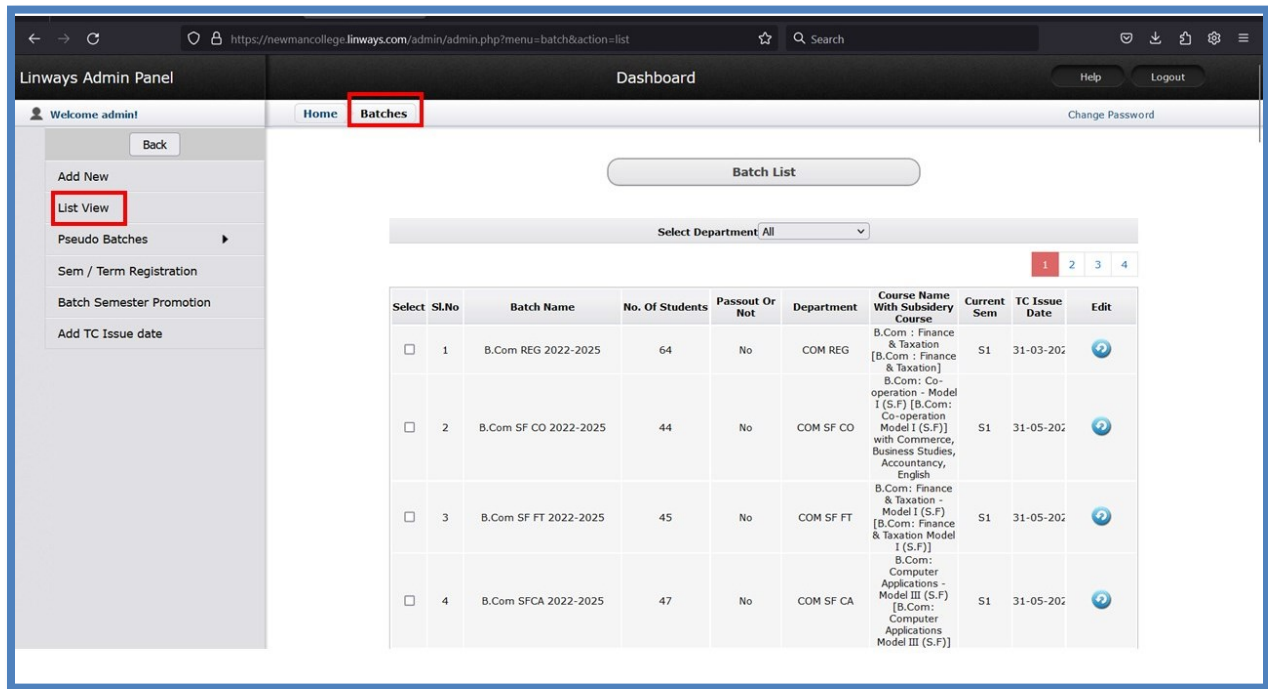
This option gives the admin the prerequisites to create different batches in the LMS. The admin can add new batches, create pseudo subjects and more importantly, can promote these batches to the next semester using the features provided under this tab.



Home Page of 'Batches' tab under ADMIN AREA

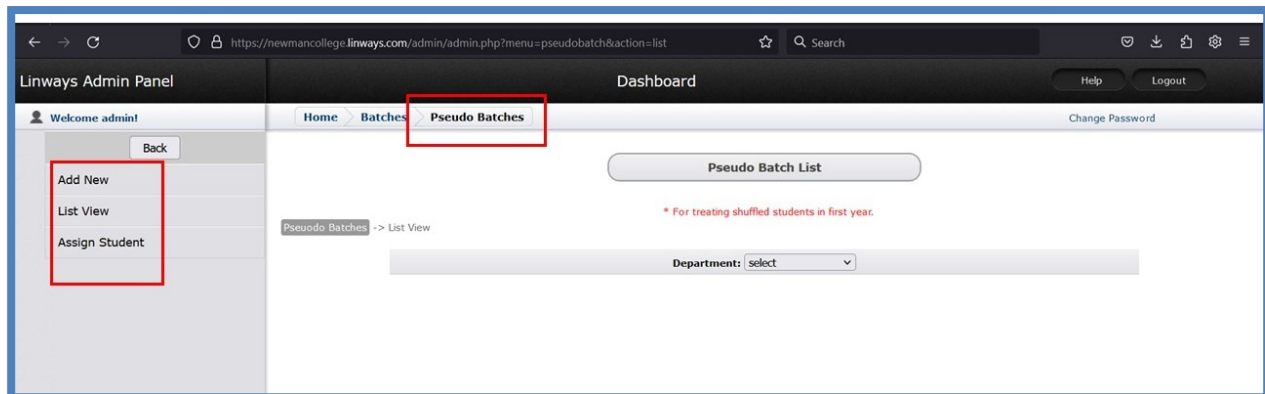


Option to create a new batch in the 'Batches' tab under ADMIN AREA

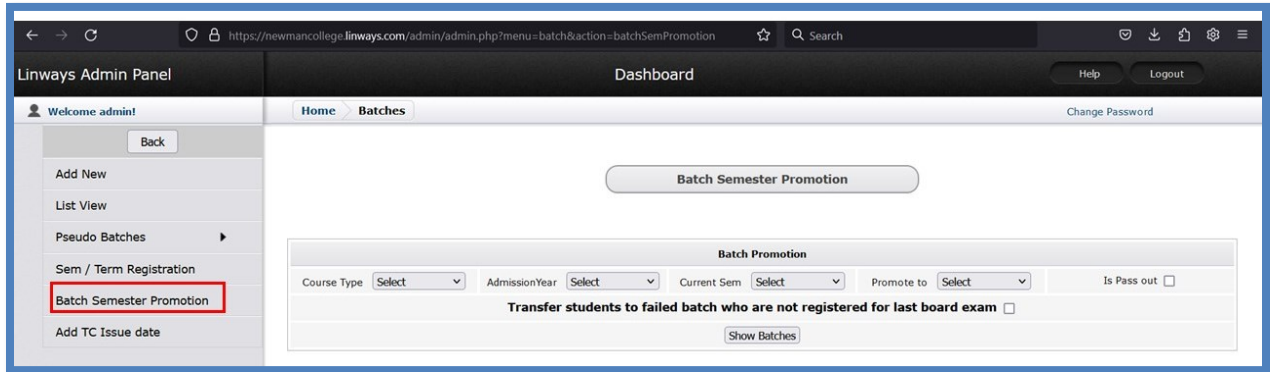


**‘List view’ of different batches created by the ADMIN**

‘Pseudo batches’ option is an important feature under ‘batches’ tab in the ADMIN AREA. This facilitates the ADMIN to create batches including students pursuing different programmes.



**‘Pseudo batches’ option under ‘Batches’ Tab in ADMIN AREA**



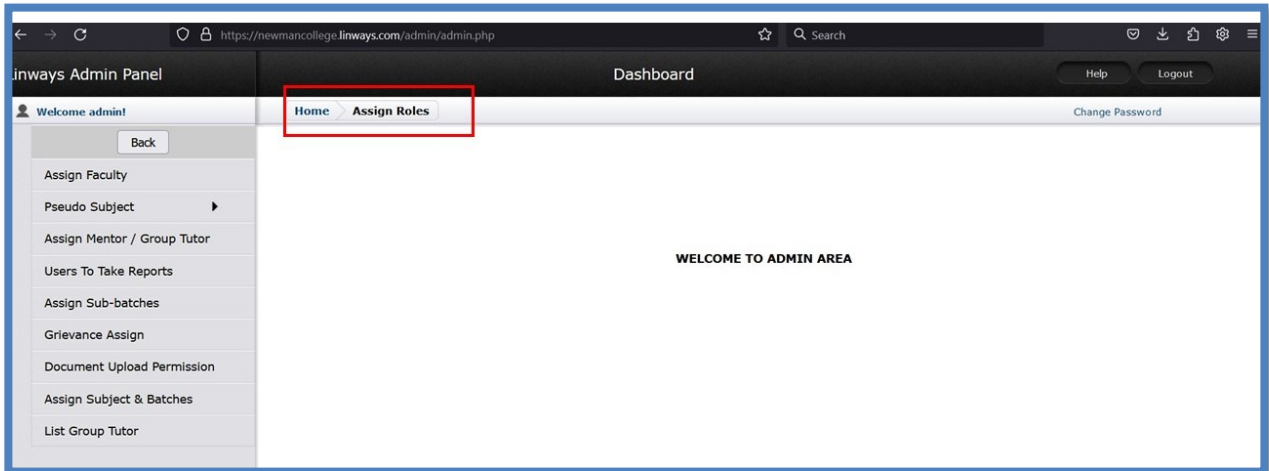
**Option to promote a batch available under ‘batches’ tan in ADMIN AREA**

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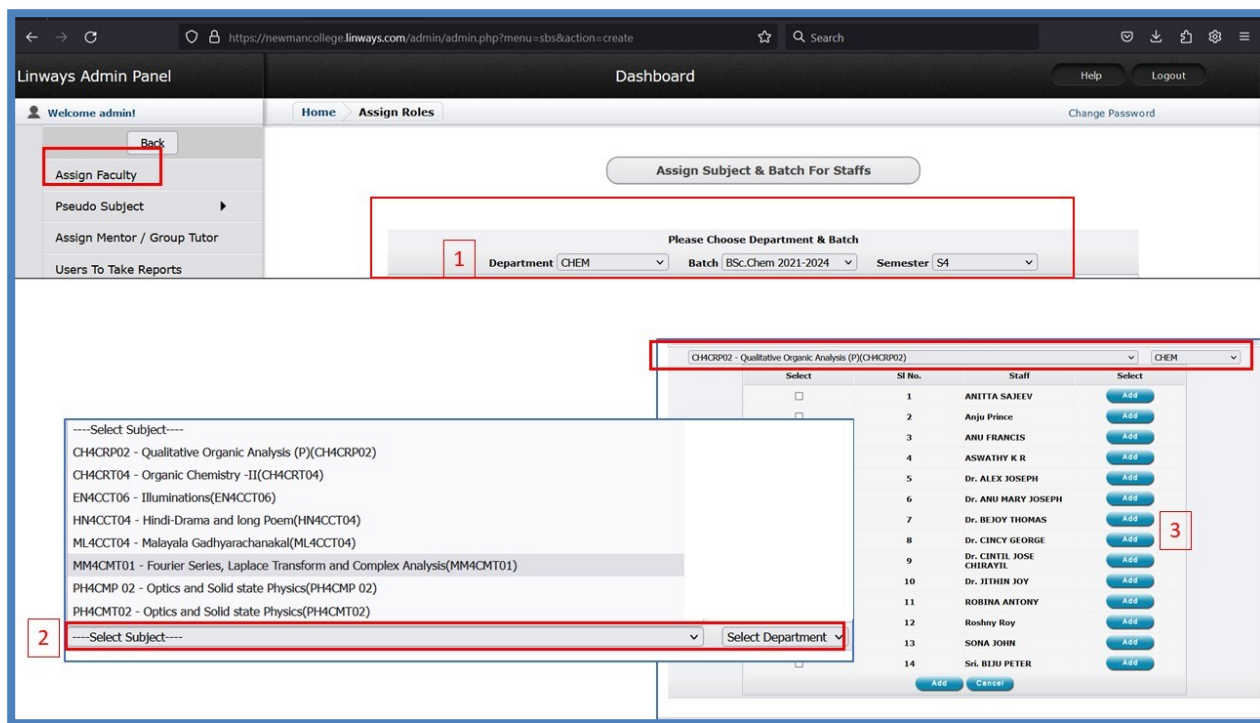
## 7. ASSIGNED ROLES

This feature enables the admin to assign the respective teachers to the respective subjects to the respective batches. The option to assign tutors to the batches are also available here.



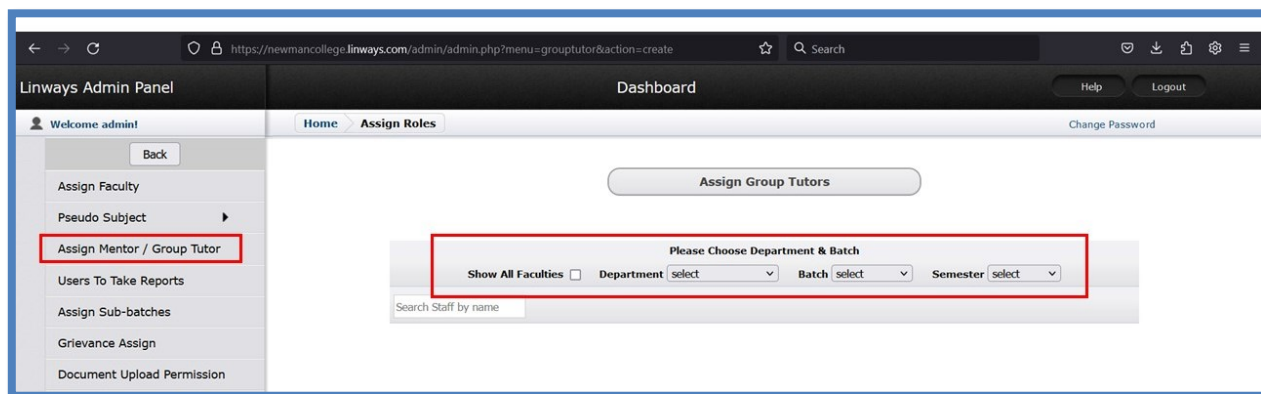
**Home page of the ‘Assigned Roles’ tab under ADMIN profile**

In order to assign the faculty to a particular subject the admin should first select the batch for which the teacher is to be assigned later he has to choose the subject for which the faculty is to be assigned and the department handling that particular subject. On making these selections a list will pop up enlisting the names of the different faculties under that department. The admin can choose the respective faculty and assign him to that particular subject for the particular batch. This segment also provides the admin the facility to directly enlist a faculty to the grievance cell.

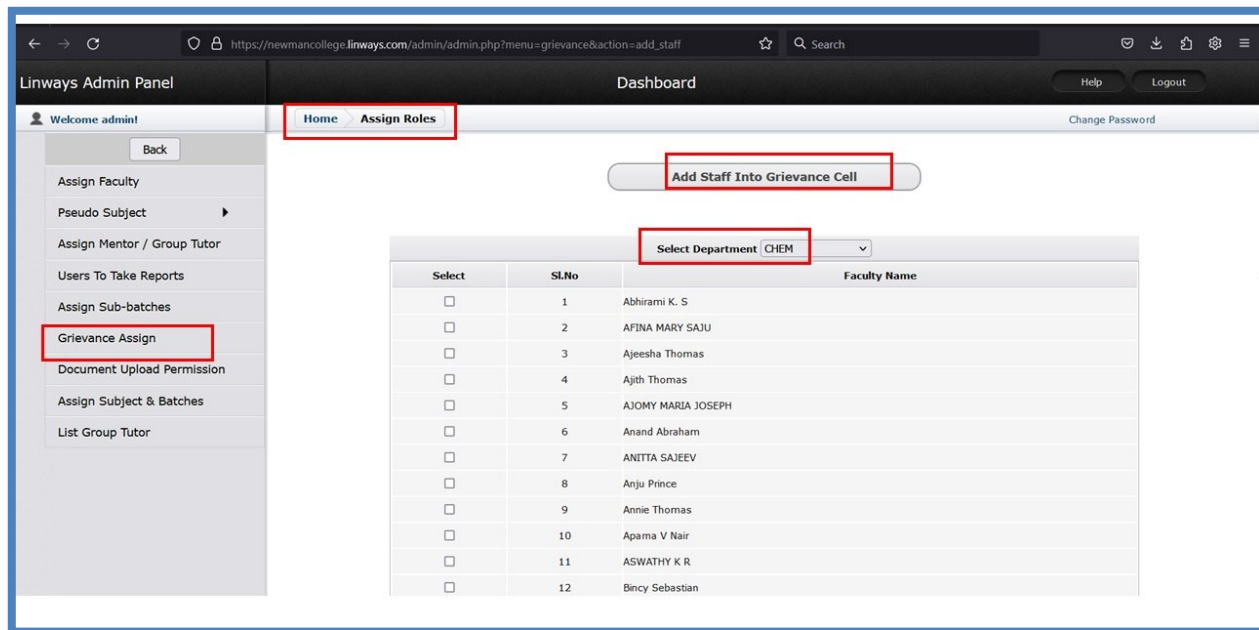


## Steps to assign a faculty to a subject for a batch

In order to assign a tutor for a batch the admin should select the assignment or group tutor button under the assigned role tab this will lead to a page where the admin can further select the faculty, followed by the department, batch and the semester for which he wanted to assign the particular faculty as the tutor.



## Option to assign a tutor for a batch



### Option to add a faculty to Grievance cell

Another option available is to assign a particular faculty as the teacher in charge for a particular subject he is handling for a particular batch among the many faculties who might be teaching that particular subject for that particular batch. In such a case, that particular faculty will be responsible to generate the subject wise form a for that particular subject of that particular batch.

In order to assign a particular faculty as the teacher- in- charge for a particular subject for a batch the ADMIN should first select the ‘assign subjects and batches’ option under the ‘assigned role’ tab in the ADMIN profile. Then he should select the faculty he wants to assign as the teacher-in -charge for a particular subject. On selecting the faculty and his department, the list of subjects taught by him for different batches will be automatically listed. From that particular list the ADMIN can assign his choice of batch to the selected faculty.

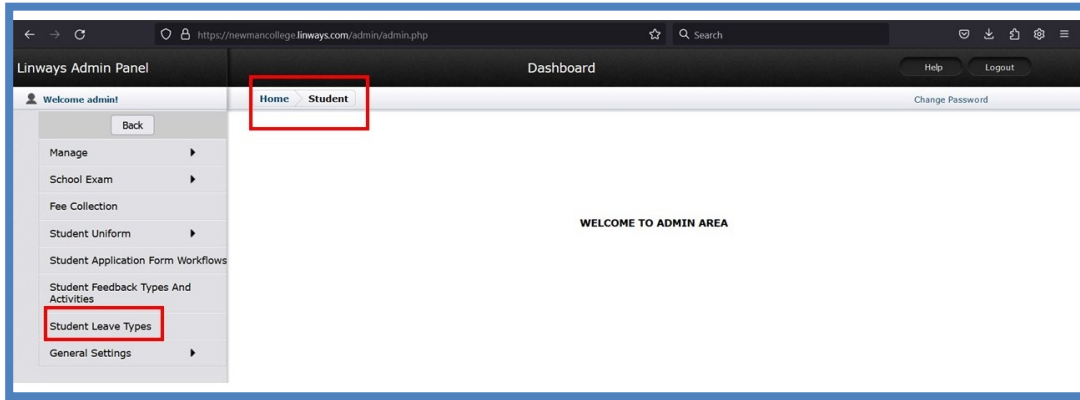
The screenshot displays the 'Linways Admin Panel' interface. The top navigation bar includes 'Home' and 'Assign Roles'. The left sidebar contains a menu with 'Assign Subject & Batches' highlighted. The main content area is titled 'Assign Subject & Batch For Staffs' and features a search form with 'Department parent' (CHEM) and 'Staff' (Dr. ANU MARY JOSEPH) fields. Below the search form, a table lists assigned subjects, including '# 1. BC03CAB01 - BIOCHEMISTRY-ENZYMOLGY&AMP; METABOLISM' and '# 2. BC4CMT04 - NUTRITIONAL AND CLINICAL BIOCHEMISTRY'. A red box highlights the 'Assigned Batches' and 'Assign Batches' buttons for the first subject.

**Assigning a faculty as the teacher-in -charge for a batch**

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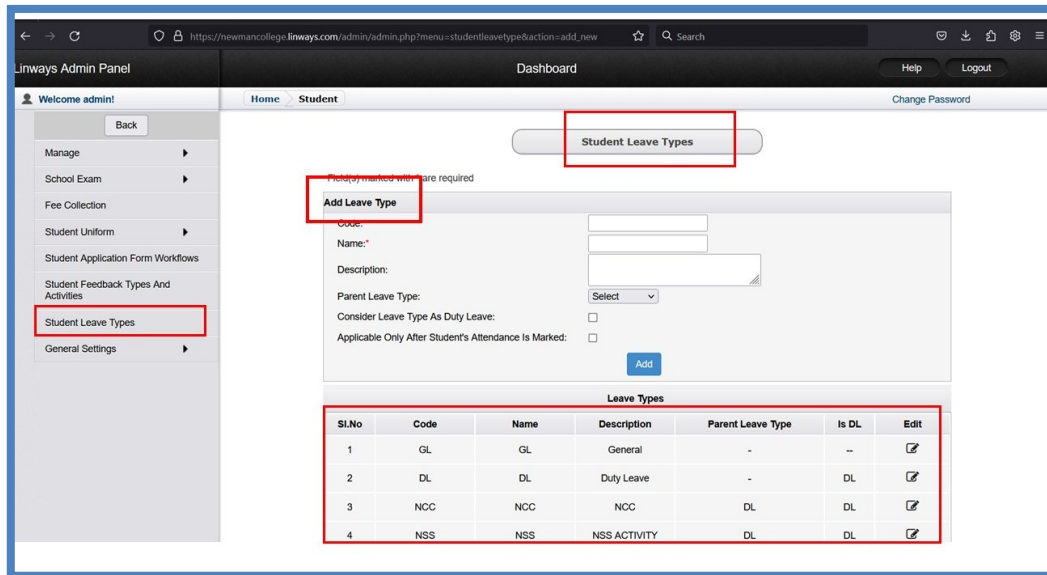
## 8. STUDENT

This feature assists the admin to create the leave types for which the students can avail duty leave.



Home page of 'Student' Tab under ADMIN module

To define the types of duties which students can avail the atmosphere should select student leave types tab in the student section of the admin portal. Then he can add the leave type by filling-in, the necessary details. The list of duty lived types already created can also be viewed in the page.

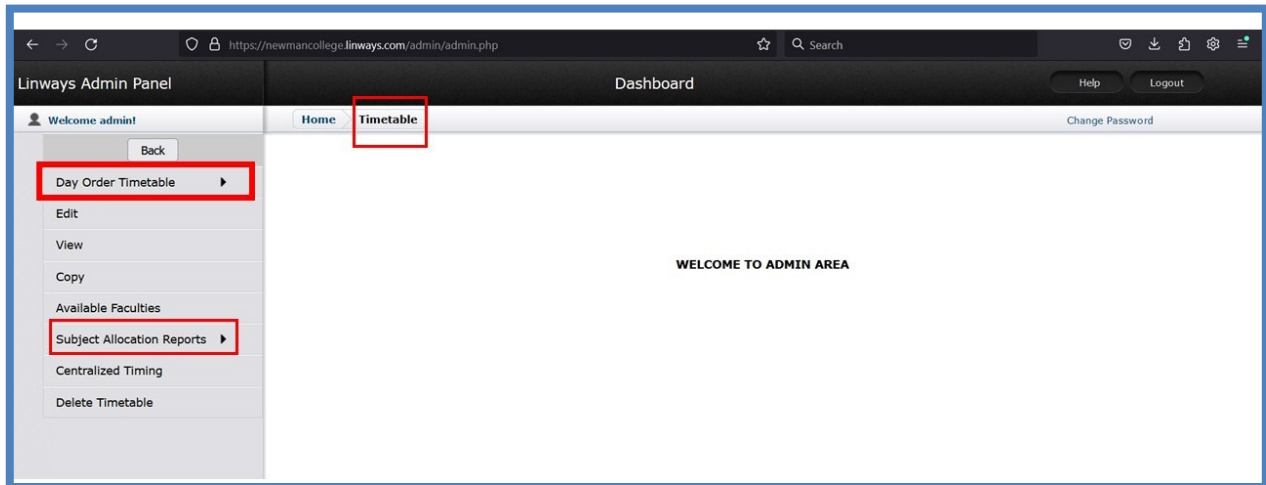


Option to define the types of duty leaves students can avail

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## 9. TIMETABLE

This tab allows the ADMIN to create master timetable for different batches, edit it, delete it etc. The feature old song provides the option to obtain subject consolidated allocation reports for the various departments in the college.



### Home page of 'Time table' tab of ADMIN module

This section assists the ADMIN to create the master timetable for all the batches in the college. To create day-order timetable for a particular batch the ADMIN should select the batch first. On doing so, he will be directed to a template in which the list of all the faculties teaching that batch of students will be marked against each hour of the day. The faculty can create the time table by selecting the faculty who is teaching that batch in that particular hour for each day and for each hour. Thus, the timetable can be compiled.

This section also gives the opportunity to obtain a consolidated report of the list of faculties teaching the students of a particular department. The list is in such a way that the teachers teaching a particular subject of a batch will be listed against the subject. This option comes under the subject allocation feature of the timetable top in the ADMIN module.

Assigning day-order timetable for a batch

PG		
M.Sc. Chem 2022-2024, Semester S1		
CLASS IN CHARGE :		Year/Sem : 1st / S1
SL.No	Subject Code/ Subject Name	Name Of The Faculty
<b>PRACTICAL</b>		
1	CH 50 0206 Organic Chemistry Practical-1	Anju Prince(CHEM),Dr. CINTIL JOSE CHIRAYIL(CHEM)
2	CH 50 0205 Inorganic Chemistry Practical-1	Dr. ANU MARY JOSEPH(CHEM)
3	CH 50 0207 Physical Chemistry Practical-1	Dr. BEJOY THOMAS(CHEM)
<b>THEORY</b>		
1	CH500102 Structural & Molecular Organic Chemistry	Sri. BIJU PETER(CHEM),Dr. ALEX JOSEPH(CHEM),Dr. BEJOY THOMAS(CHEM),Roshny Roy(CHEM)
2	CH500103 Quantum Chemistry and Group Theory	Dr. CINCY GEORGE(CHEM),Dr. ANU MARY JOSEPH(CHEM)
3	CH500104 Thermodynamics, Kinetic Theory and Statistical Thermodynamics	ASWATHY K R(CHEM),Roshny Roy (CHEM),ANITTA SAJEEV(CHEM),SONA JOHN(CHEM)
4	CH500101 Organometallics & Nuclear Chemistry	Dr. CINTIL JOSE CHIRAYIL(CHEM),SONA JOHN(CHEM),ASWATHY K R(CHEM),Anju Prince(CHEM),Dr. JITHIN JOY(CHEM),ANITTA

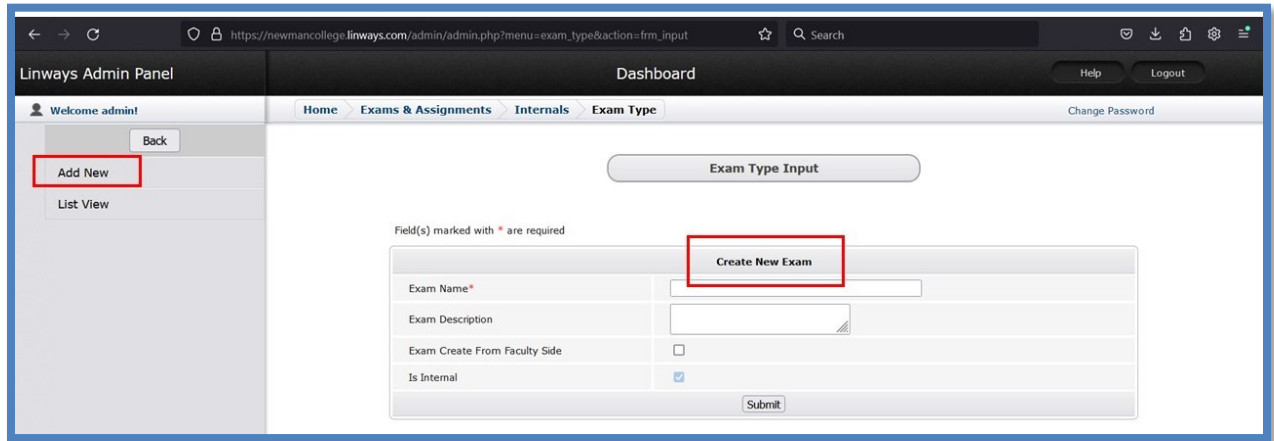
Consolidated report of each subject against the teaching faculty for a department

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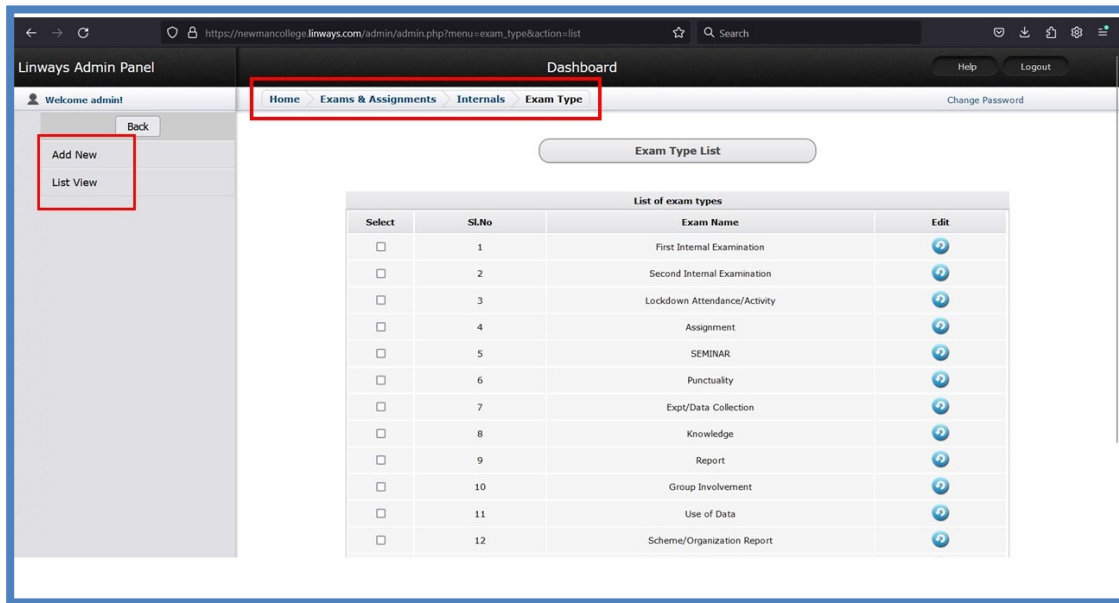


## 10. EXAMS AND ASSIGNMENTS

The admin can create the Exam types using the ‘exam type’ button in the ‘Internals’ section of ‘exams and assignments’ tab of the admin module. The ‘exam types’ so generated corresponds to the components of internal marks for all the batches of the college as specified by the university.

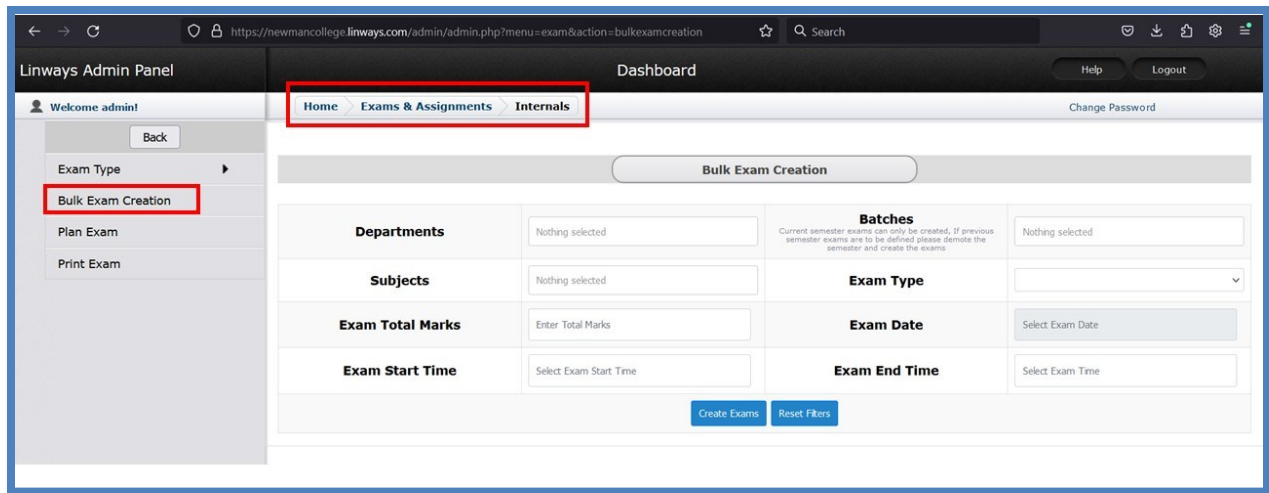


Option to create ‘exam types’ components for internal evaluation



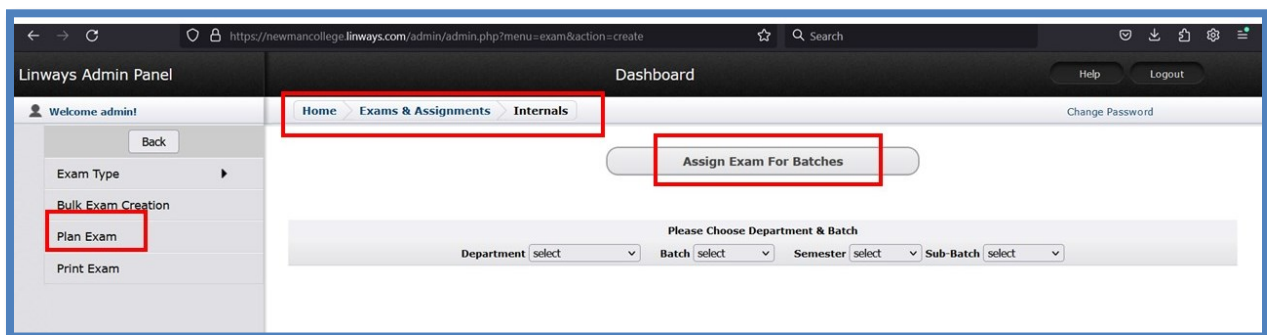
Option to view the created ‘exam types’ components for internal evaluation

If several batches have same components for internal evaluation the admin can assign the same to these batches in a single step using bulk exam creation feature. Here, the admin should specify the departments, batches and subjects along with the exam types that should be assigned and click the create exam button.



## Option to assign 'exam types' for several batches at a time through 'Bulk Exam Creation' feature

Such exams can be created for individual batches using plan exam option available under the 'Internals' feature.

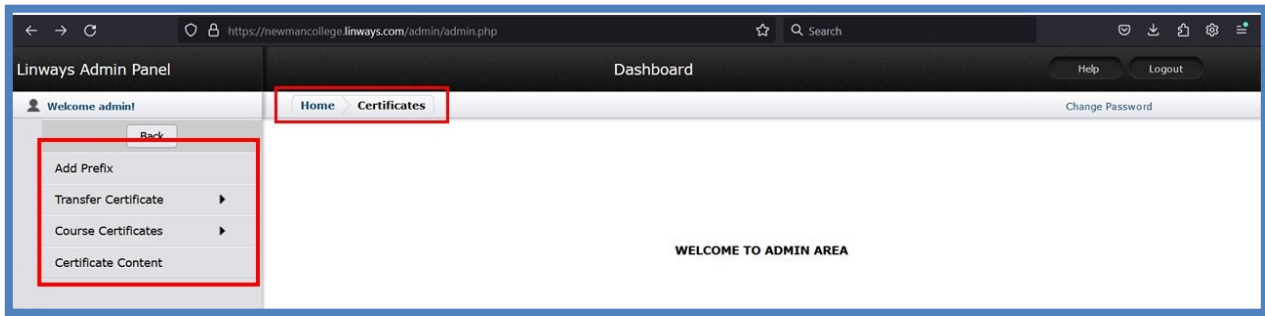


## Assigning exam for a particular batch

[Back](#)

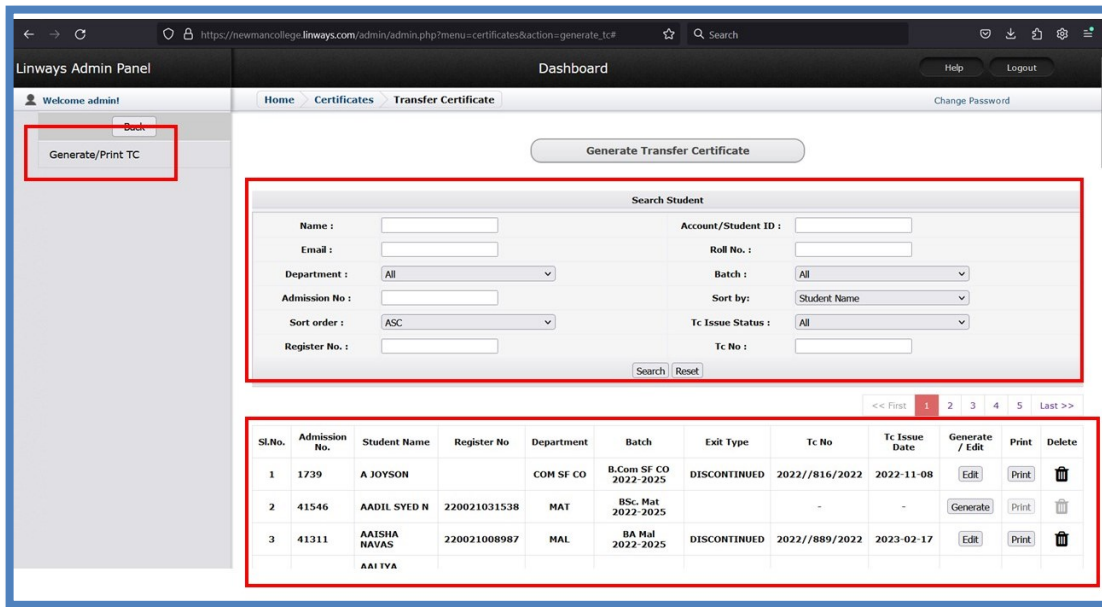
### 11. CERTIFICATES

This feature permits the admin or the privileged administrative staff to issue various certificates to the students. The content for the certificates can be loaded to the Linux through the create content button whereas transfer certificate code certificate etc. can be generated through accessing the respective sections.



Home page of 'certificates' tab under ADMIN module

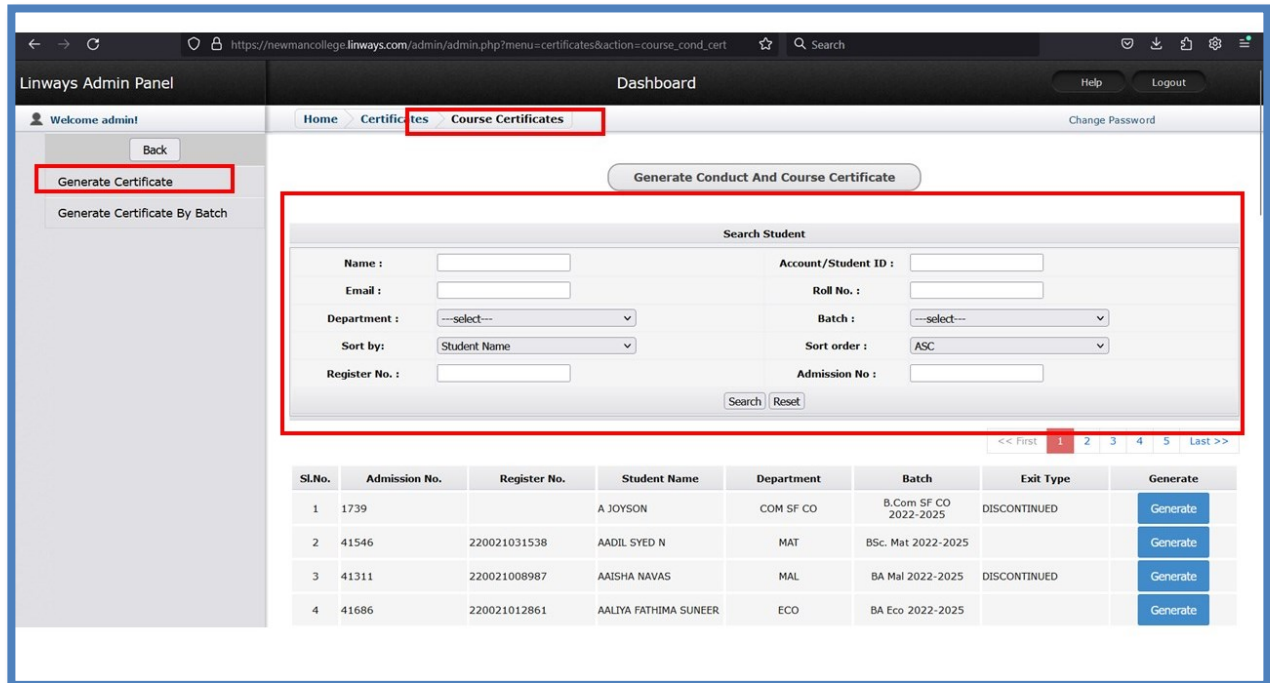
Transfer certificate of a student can be generated by clicking on the 'transfer certificate' button under the 'certificates' tab and filling in the details of the students whose transfer certificate is to



issued.

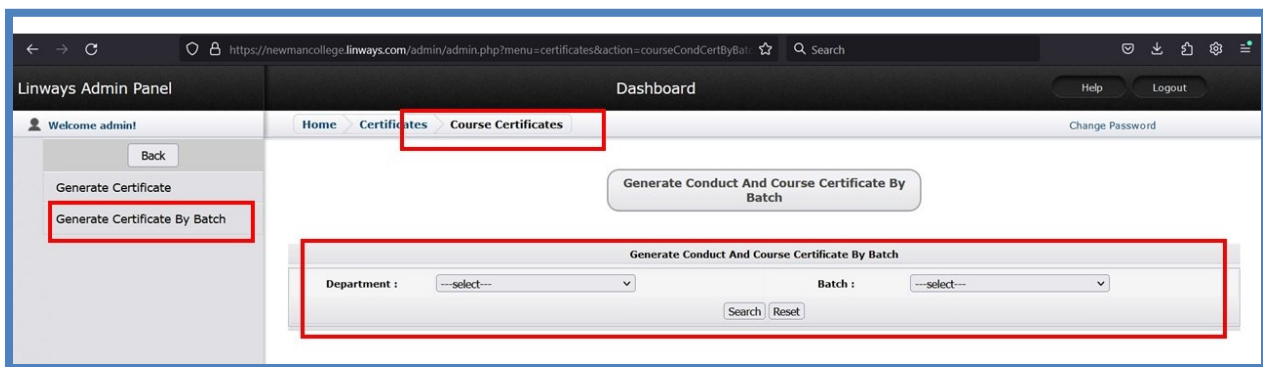
Generating transfer certificate of a student

Course certificate for a student can also be generated likewise through the ‘generate course certificate’ button



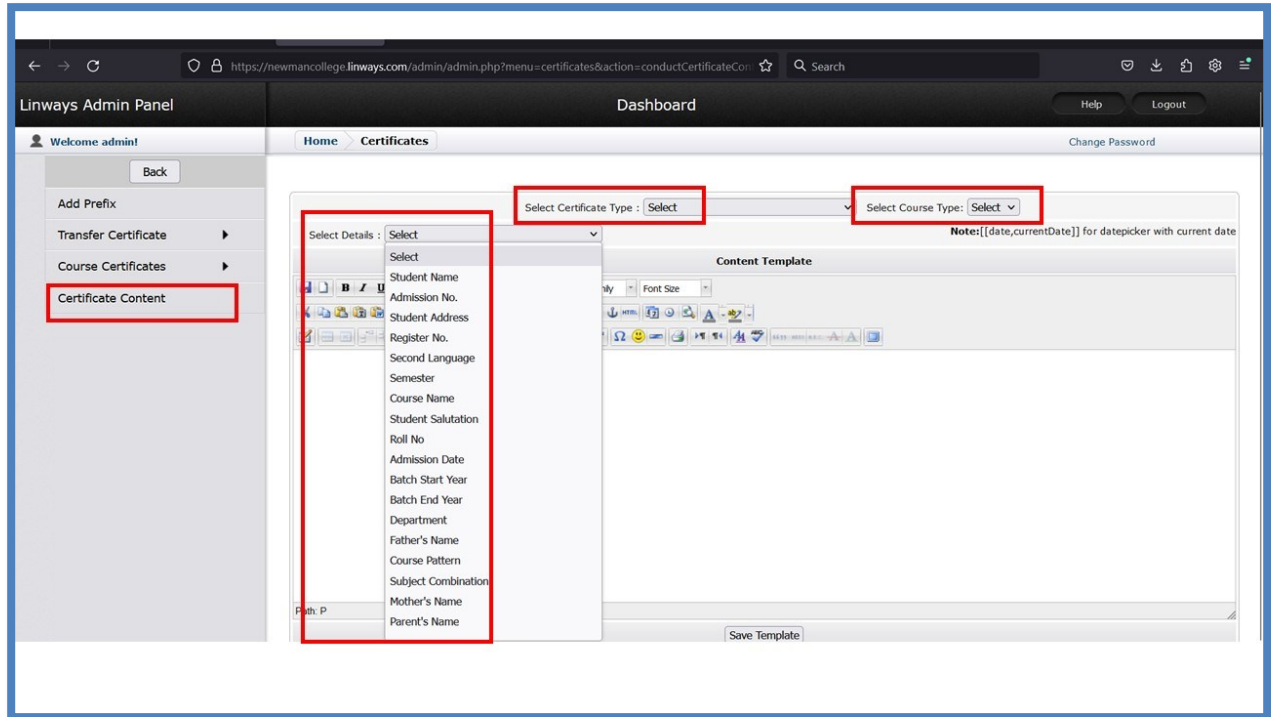
### Generating course certificate of a student

Course certificate for a all students of a batch can be generated together through the ‘generate certificate by batch’ option under ‘course certificate’ feature.



### Generating course certificate of a batch

The template for the certificates can be created through the 'certificates content' feature available under the 'certificates' tab. Here, the ADMIN should give the inputs such as certificate type, course type, and other student details along with the certificate content in the respective areas to create the template.

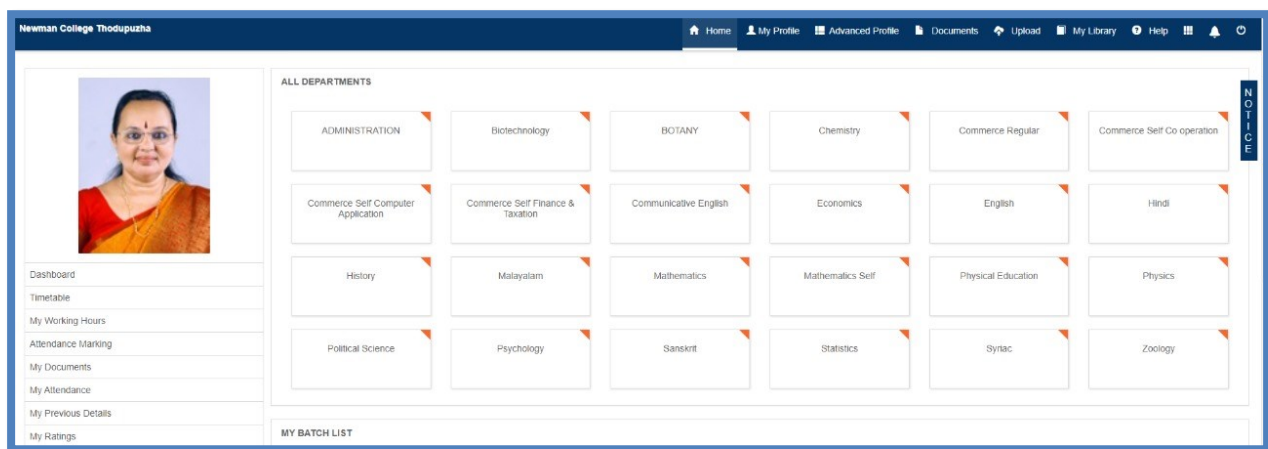


**Option to create template for certificates**

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## PRINCIPAL MODULE

The Principal’s Portal displays the user management portal that provides access to details of admission, students profile, academic details of the students, achievements and mischievous activities if any, attendance of Students, timetable of individual staff and class, semester wise mark details, Department details, faculty evaluation report. The User Management Page of the Principal leads to diverse sub-sections such as Student, Admission, Programmes and Faculty. Principal can view the staff details and the Department details through the report and accept/reject different applications. Principal can view the Faculty evaluation report and student’s feedback. Principal can view all the reports pertaining to the ERP solution. This section provides the detailed timetable of the individual staff members of all the Departments. Faculty, students, and principal can access and view class timetables. This page gives information on the various courses offered by the Department in each semester, duration, and year of introduction of each course. It also gives options for the addition or deletion of courses. Subject Entry option provides information about the name of the course, course code, semester, index order, part type, credits, and short form of the subject. Software admin and controller of examination have the facility to add the course.



**Home Page of Principal Module**

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## **ADMISSION MODULE**

Merit based admission process is carried out through MG universities CAP mechanism. In the college level the allotted students are admitted through the version 4 of Linways MIS. Admission proceeds in six stages.

Stage I: First verification officer

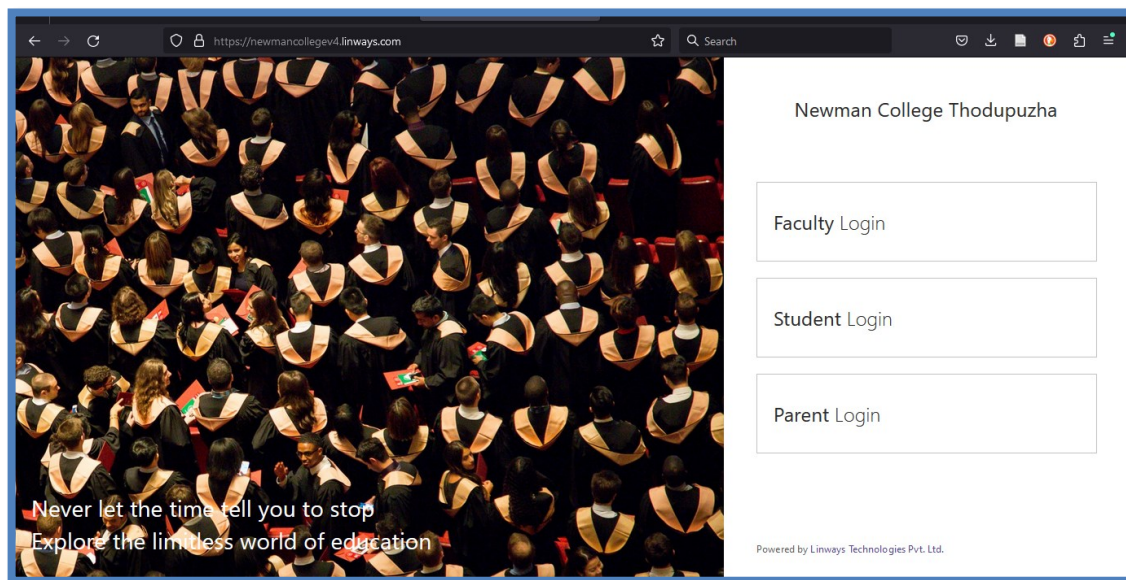
Stage II: Second verification officer

Stage III: E grants

Stage IV: Fees

Stage V: Admitting stage

Stage VI: Admitted stage



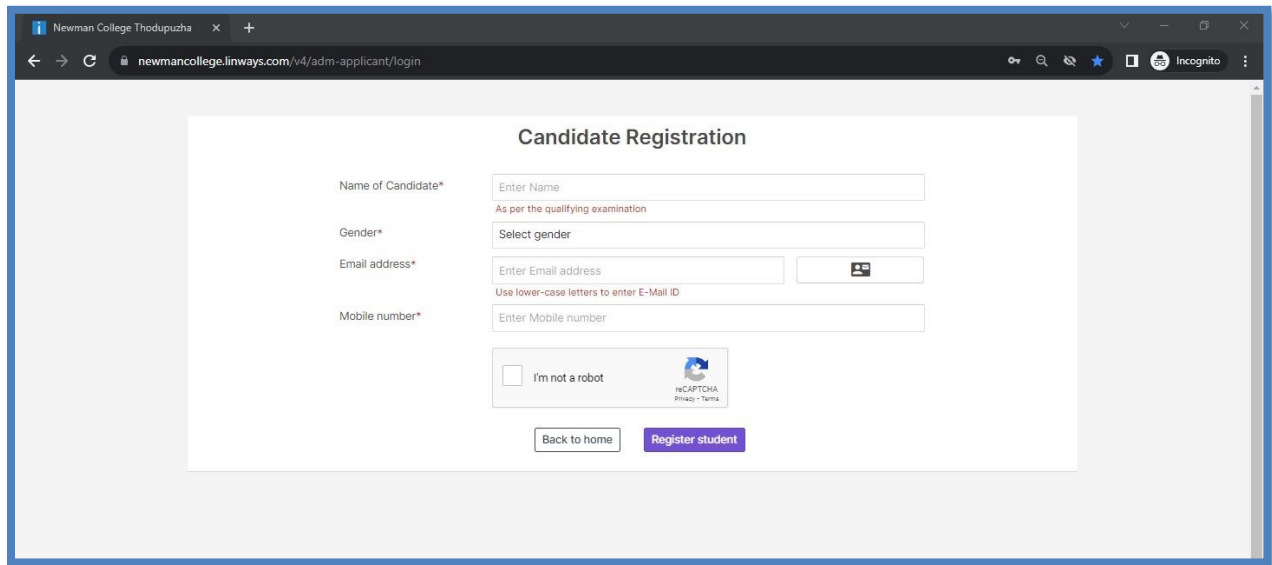
**Login page of admission module**

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## 1) Student login

Here the eligible allotted students will be provided the link to create an account and log in to the MIS data entry module to furnish all the personal details, academic details and financial details that would be needed for their period of study at the college.



The screenshot shows a web browser window with the URL [newmancollege.linways.com/v4/adm-applicant/login](http://newmancollege.linways.com/v4/adm-applicant/login). The page title is "Candidate Registration". The form includes the following fields and elements:

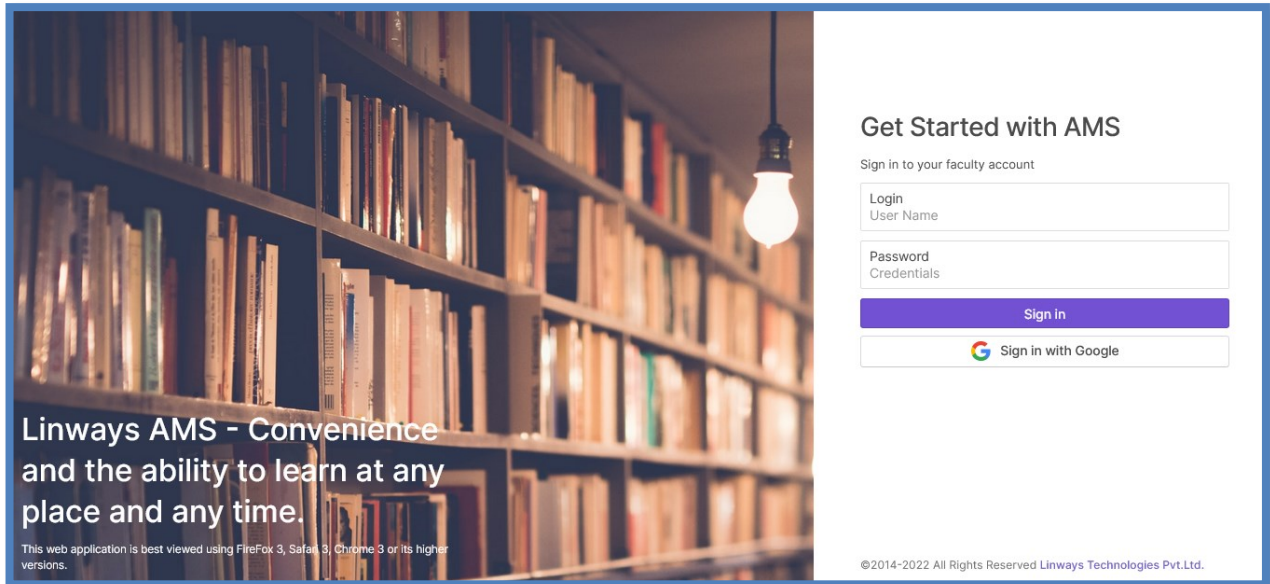
- Name of Candidate\***: Input field with placeholder "Enter Name" and a note "As per the qualifying examination".
- Gender\***: Input field with placeholder "Select gender".
- Email address\***: Input field with placeholder "Enter Email address" and a note "Use lower-case letters to enter E-Mail ID".
- Mobile number\***: Input field with placeholder "Enter Mobile number".
- Security**: A checkbox labeled "I'm not a robot" next to a CAPTCHA logo and "RECAPTCHA Privacy - Terms" link.
- Navigation**: Two buttons at the bottom: "Back to home" and "Register student".

**Candidate registration page of AMS**

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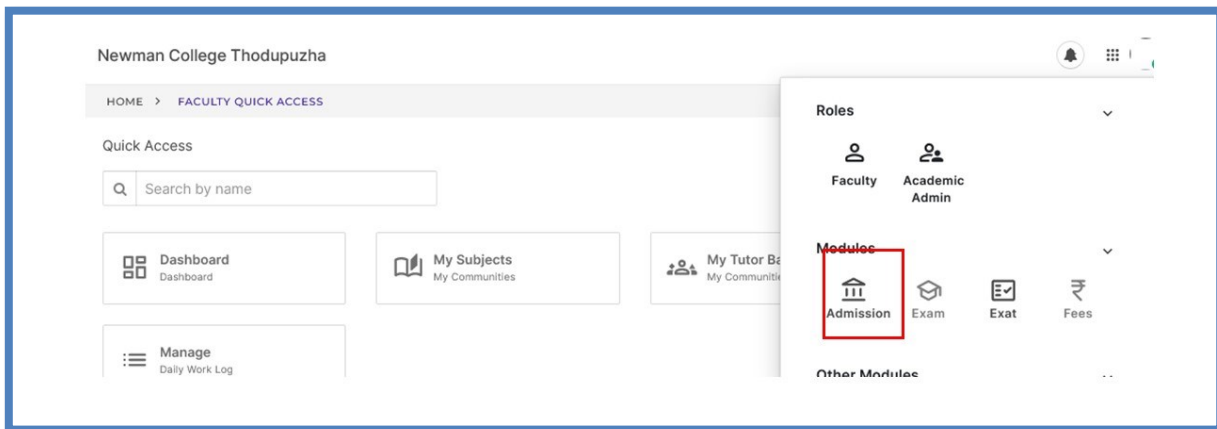
## 2) Faculty Login

When the student submits the required data, it will be automatically loaded to the next stage – Verification officer who is a faculty member. One or two faculty members from each department will be designated as verification officers who will login using the Faculty LOGIN option in home page and verify the data entered by the student in the presence of the student.



### Faculty login page to access admission module

Once logged in, the faculty will choose the admission module where he can see the dashboard that shows the details pertaining to summary of admission process such as Total Applications, total Applications (Application Fee Paid), Total Applications (Application Fee Not Paid), Total Admitted Students etc

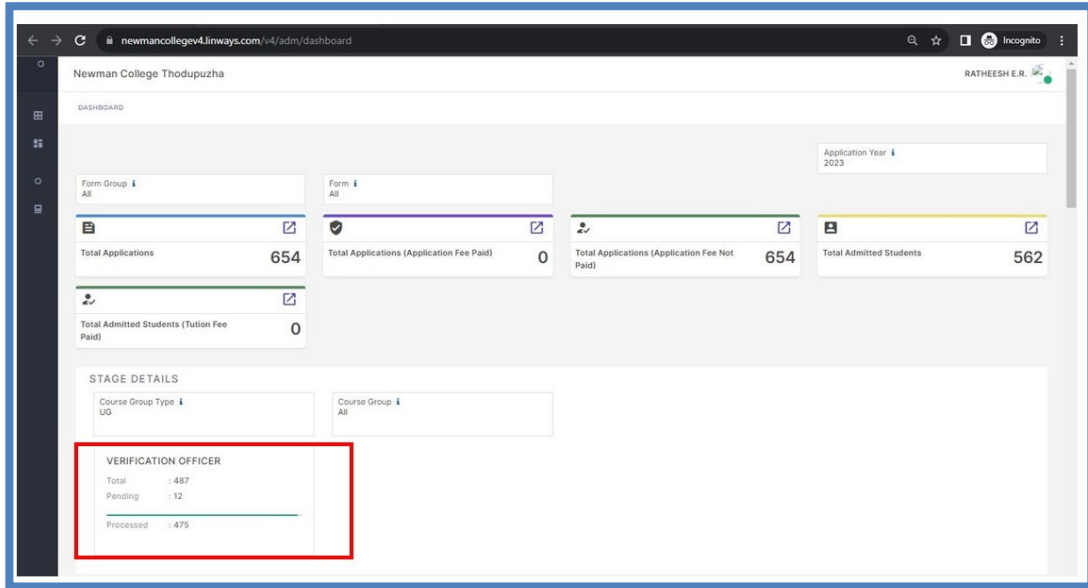


**Accessing admission module from faculty home page**

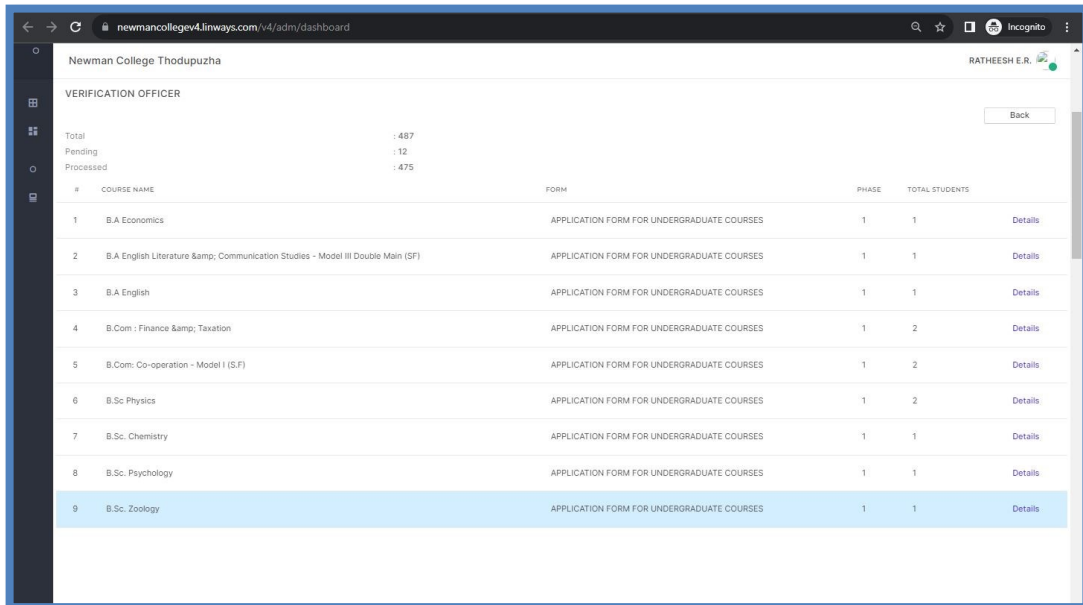
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**2.1. Stage I: First verification officer**

The faculty designated as the verification officer can choose Course group type (UG/PG) and then click on the verification officer tile he will be redirected to the list of departments from which he can choose his department and select the particular student and verify his data.

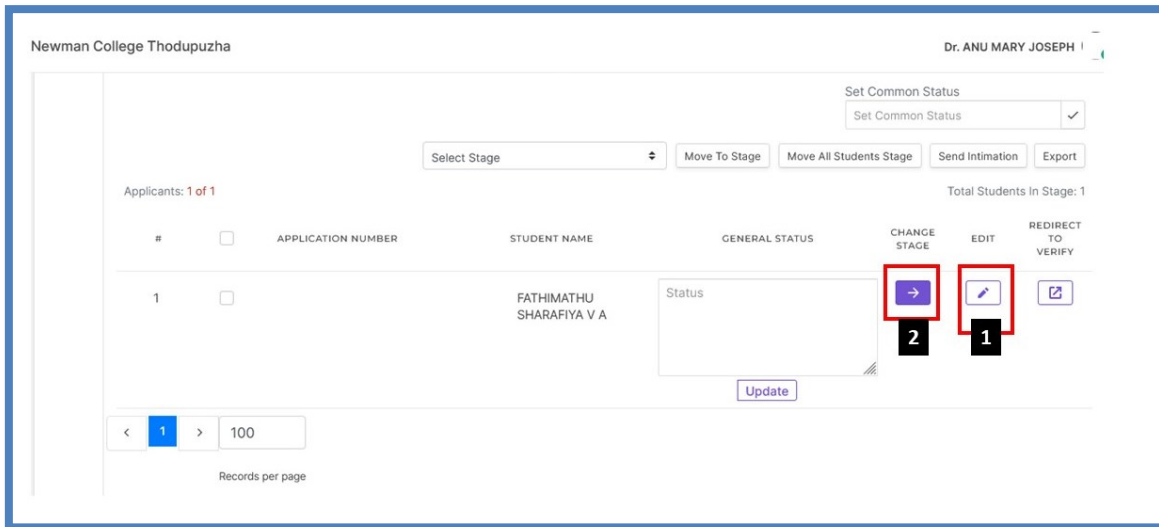


**Verification officer tab in the admission module of the faculty**



**The list of departments from which the verification officer can choose the candidates of his department**

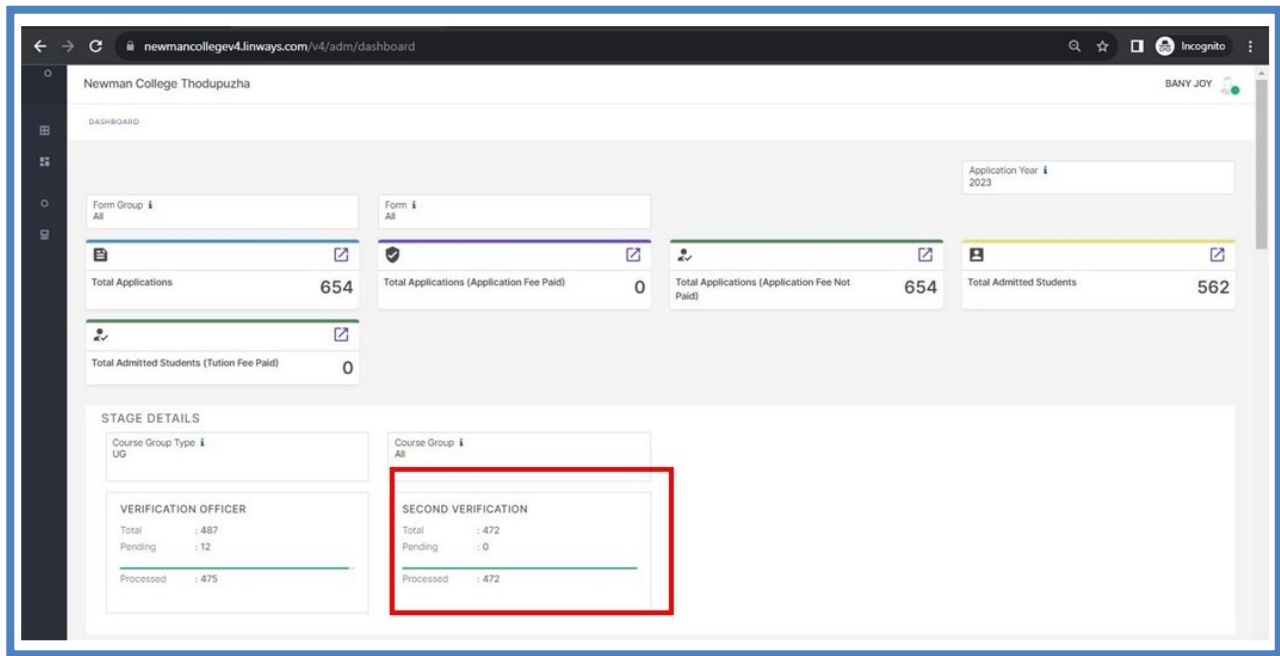
The faculty can use the edit button to check the student details and after necessary corrections if needed and proceed to the final submission. After that he can click on the change stage button so that the data will now move to the second verification officer stage.



**Edit and change stage option for first verification officer**

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Stage II: Second verification officer



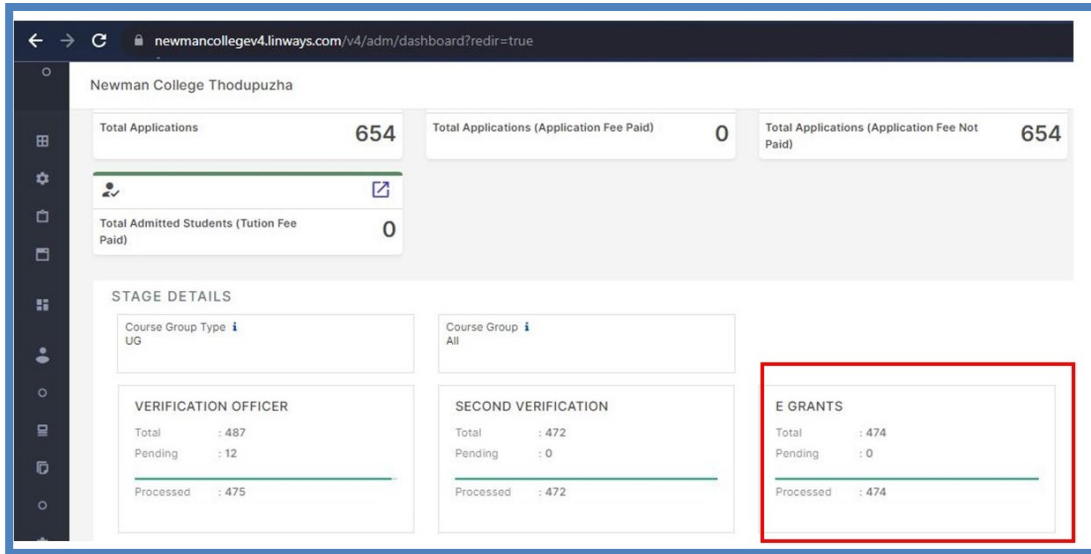
Second verification officer stage of admission module

When the faculty assigned as second verification officer log in to his LinWays version 4 account and select admission module this is how his screen looks like. He can now click on the second verification officer tile after choosing Course group type (UG/PG) and will be redirected to the list of departments in his sage. He can now choose the respective department of the concerned student and select his application, verify and take a print out of the data. He will then click the change stage button so that the student will be now redirected to the administration section where he can make the fee payments.

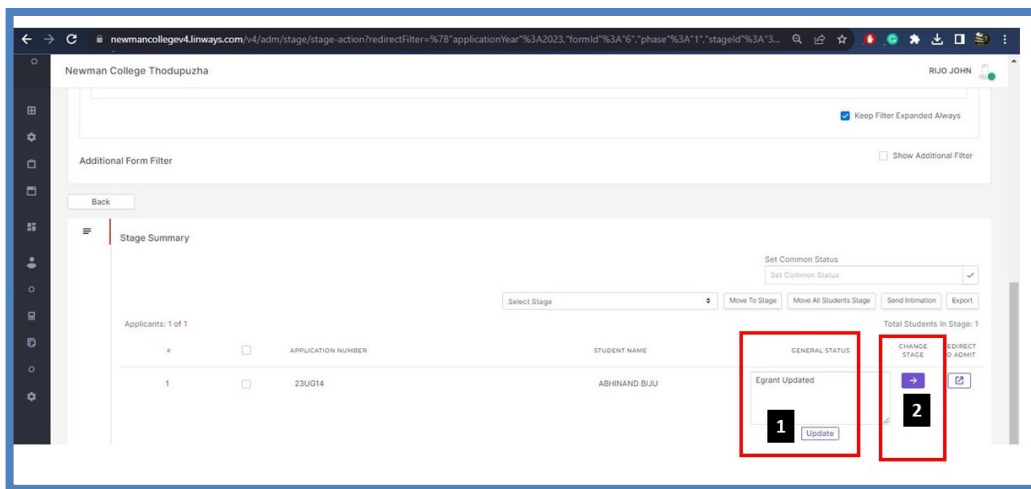
[Back](#)

**Stage III: E grants**

The administrative officer dealing with the e-grants will verify the details claimed by the student and check for the availability of e-grants / scholarships/ fee concessions and enter the details so that the exact amount he has to pay at the time of admissions will be available for the next stage. This will also eliminate the necessity of students to further exert themselves to avail the grants and scholarships.



**E-grants stage of admission module of Linways AMS**



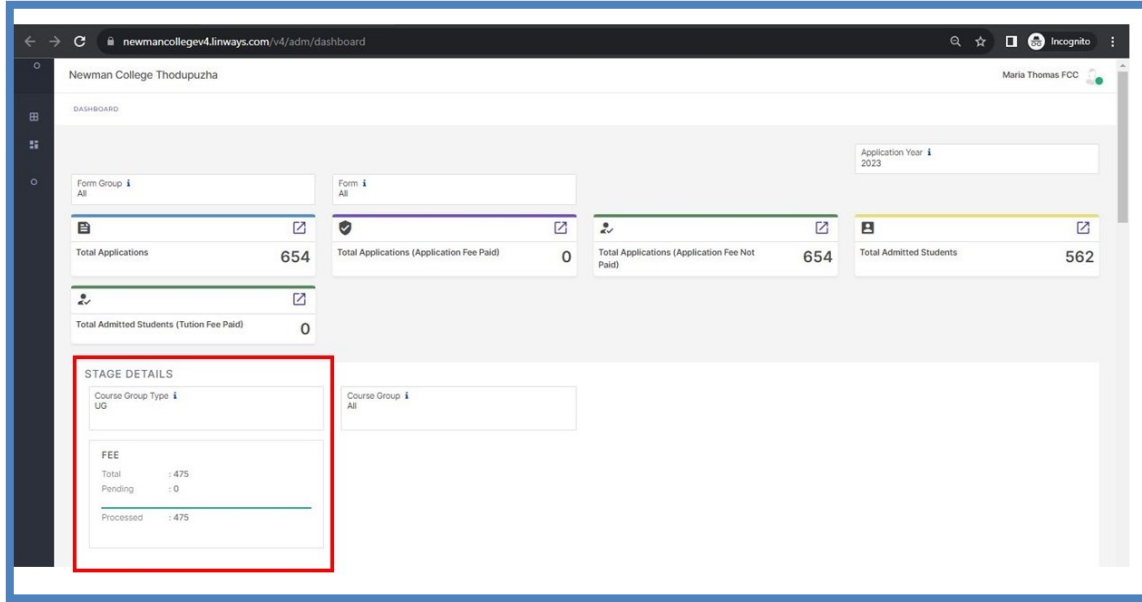
**Remarks column updated as ‘E-grants updated’ before stage change**

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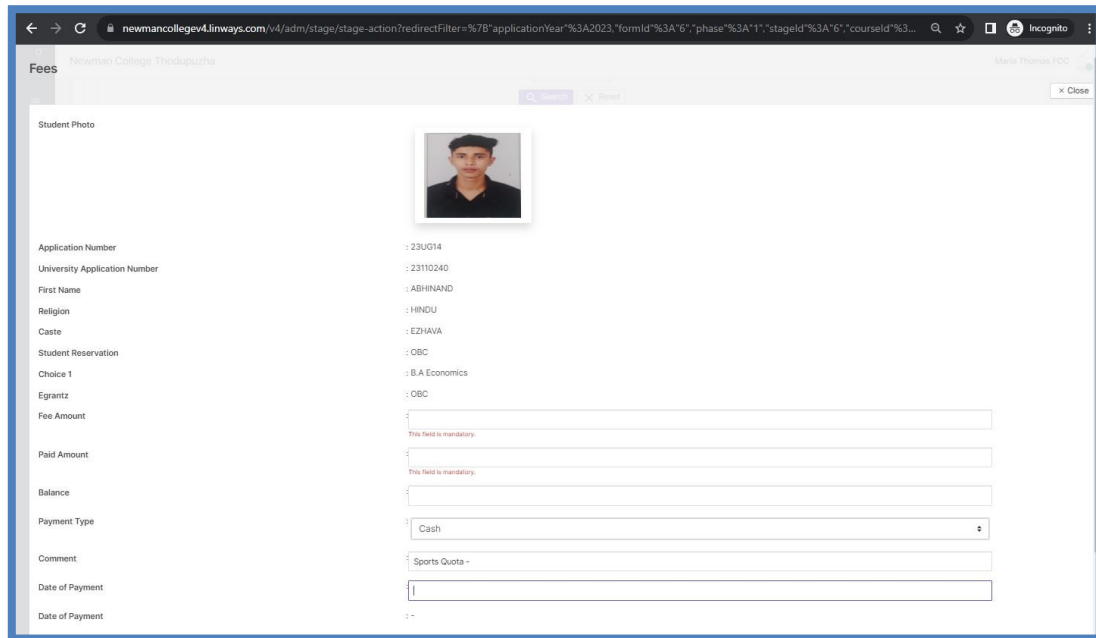


**Stage IV: Fees**

Here the student will be directed to pay the required amount. Then he will be directed to the next stage which is admitting stage.



**Fees stage of admission module**



**Student page visible to officer at 'fees' stage for assigning fee amount**

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**Stage V: Admitting stage**

This is a transition state to ensure the smooth conduct of the admission process so that the admission numbers issued will be chronological and free of error.

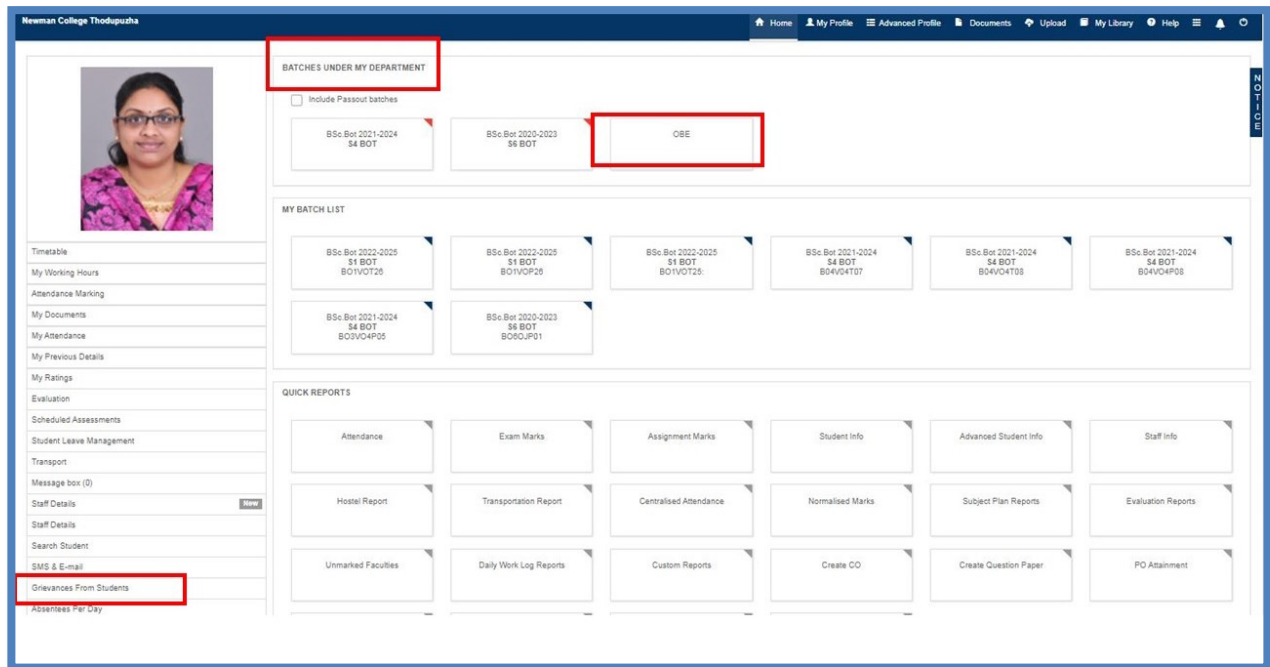
**Stage VI: Admitted stage**

This is the final stage where all the processes are finished and the student is now officially admitted to the college mainstream.

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## HOD MODULE

The HOD module has all the features of faculty module with some additional features. The head of the department can access will have access to all the batches taught by the faculty under the department. He can view the details pertaining to all those batches and oversee the academic activities undertaken by the department. The department head also have an option to view the grievance messages from the students. The faculty portal doesn't have such an option. The OBE settings for the head of the department includes the option to define the programme outcomes (PO) for the programmes conducted by his department



### Home Page of HOD profile

Other main features include

**Staff Details:** Details of staffs who belongs to the corresponding department will be available in staff details.

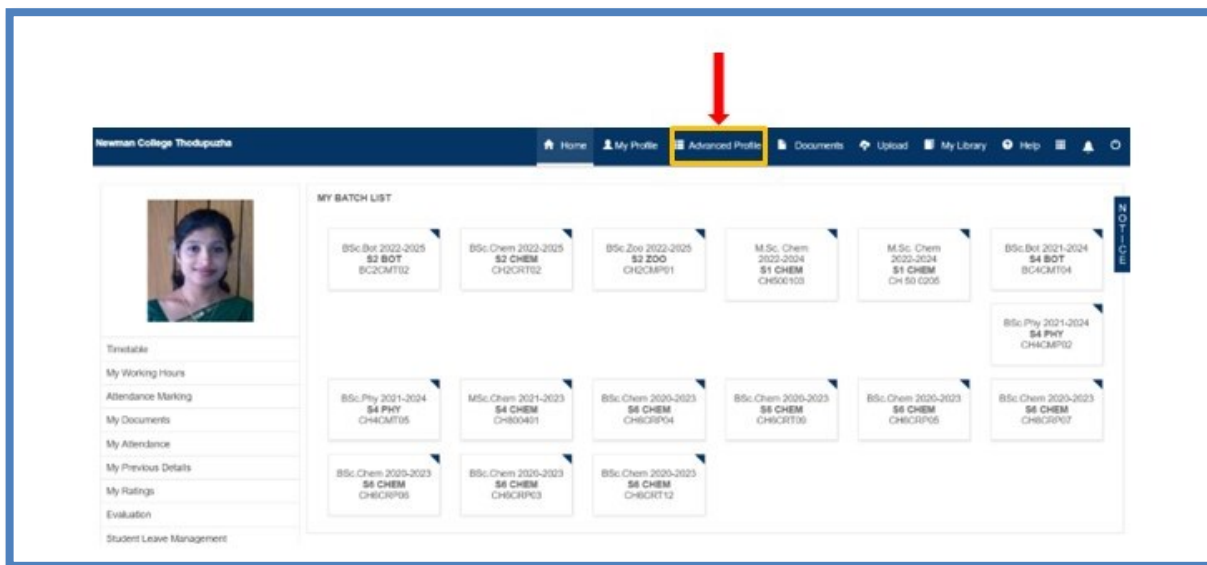
**Time table:** HOD can view his individual time table as we well as the Batch time table.

**Approving A and B Forms of the department:** HOD has the provision to approve the internal marks under his department after which the faculty can take the print out and submit to the exam office.

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**ExAT NAAC MODULE**

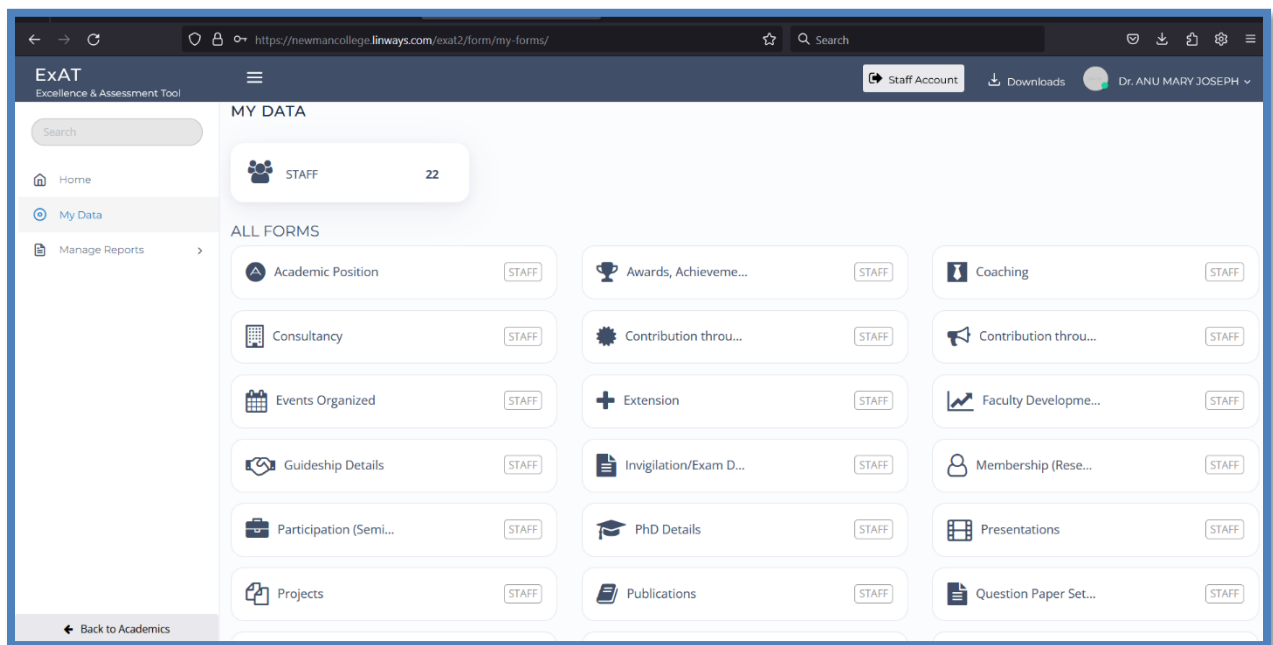
This module assists in collection and compilation of data required under various NAAC criteria. Also, this module facilitates and promotes proper documentation of all activities conducted in the college and undertaken by the faculty. This module facilitates compilation data in different ways. The profile is accessed through the advanced profile tab available in faculty home page.

**Advanced profile tab in faculty home page to access ExAT module**

The ExAT NAAC module lets the faculty to organize and store all the details pertaining to him/her. Under my data section, the faculty can organize his data under the following heads.

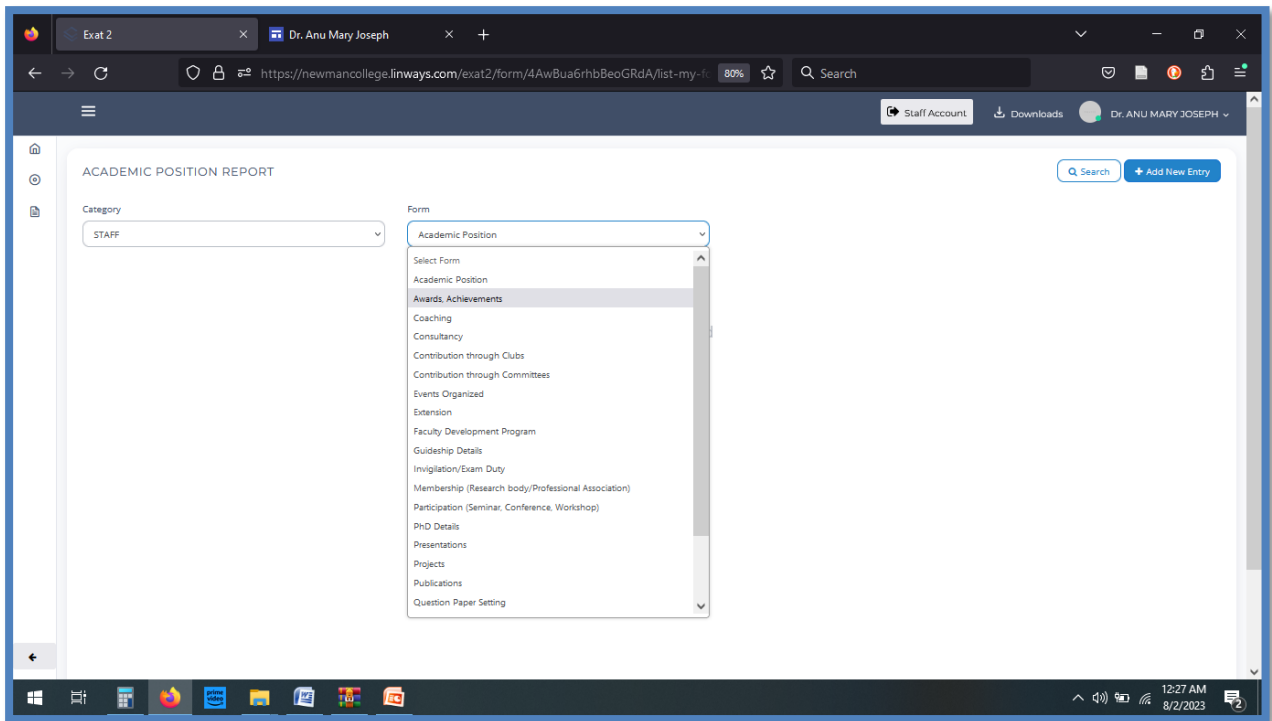
- Academic position
- Awards achievements
- Coaching
- Consultancy
- Contribution through clubs
- Contribution through committees
- Events organized
- Extension
- Faculty development program

- Guide ship details
- Invigilation / Exam Duty
- Membership in professional Body
- Participation in seminars conferences workshops
- PhD details
- Presentations
- Projects
- Publications
- Question paper setting
- Remedial classes taken
- Resource persons
- Teaching innovations
- Valuation duty



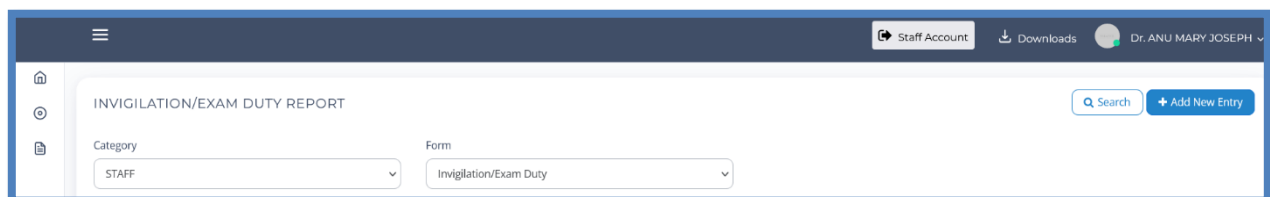
**Home Page of ExAT module**

On clicking the tiles corresponding to each tile from the home page of ExAt module or by choosing the category from the dropdown window, the faculty can add various data.



**Dropdown list to categorize faculty details**

The faculty can choose the category under which he/she wants to enter a new data. The faculty can use the add new entry button to enter the data. After making the details of the event the faculty can upload the relevant certificate/ document of proof and click the submit button. The rfaculty can repeat the process if there are multiple entries to be made.



**Add New Entry tab to enter data in ExAT module**



**Data submission portal in ExAT module**

The data once entered will be stored in the LMS from which it can be accessed whenever required. The whole list of entries under one category will be listed together from which we can access a single data or multiple data at any time. The hyperlink to the certificates enable the faculty/admin to access the certificates/accompanying data any time. The data can be obtained in excel format as well.

#	Name of Faculty	Department	Name of Committee	Role	Start Date	End Date	Any other information	Upload Docs	Actions
1	Dr. ANU MARY JOSEPH	CHEM	Innovation Cell	Nodal Officer	01-10-2021	30-09-2022	--	Screenshot 2022-11-11 at 20:57:08 ARIIA A Ranking of Institution Innovation Achievements.png	Actions
2	Dr. ANU MARY JOSEPH	CHEM	Admission Committee	Joint Coordinator	01-07-2022	01-11-2022	--	--	Actions
3	Dr. ANU MARY JOSEPH	CHEM	Admission Committee	Member	01-07-2021	01-02-2022	--	--	Actions

**The listed report of Committees attended by a faculty**


# NEWMAN COLLEGE

FACULTY DEVELOPMENT PROGRAM REPORT

Category: STAFF Form: Faculty Development Program

#	Name of Faculty	Department	Select Programme	Level	Organized by	Place	Start Date	End Date	Actions
1	Dr. ANU MARY JOSEPH	CHEM	Online Course/Lecture ...	State	Kerala State Higher Edu...	--	08-08-2022	14-08-2022	Actions
2	Dr. ANU MARY JOSEPH	CHEM	Online Course/Lecture ...	National	MoE's Innovation Cell a...	--	17-09-2022	24-09-2022	Actions
3	Dr. ANU MARY JOSEPH	CHEM	Refresher(HRDC)	National	Teaching Learning Cent...	--	21-06-2022	05-07-2022	Actions
4	Dr. ANU MARY JOSEPH	CHEM	Short Term Program	National	TERESIAN TEACHING LE...	--	02-09-2020	06-09-2020	Actions
5	Dr. ANU MARY JOSEPH	CHEM	Short Term Program	National	Guru Angad Dev Teachi...	--	03-11-2020	09-11-2020	Actions
6	Dr. ANU MARY JOSEPH	CHEM	Refresher(HRDC)	National	S.G.T.B. Khalsa College, ...	--	01-12-2020	31-03-2021	Actions
7	Dr. ANU MARY JOSEPH	CHEM	Refresher(HRDC)	National	Smt. Radhadevi Goenka...	--	22-06-2021	06-07-2021	Actions
8	Dr. ANU MARY JOSEPH	CHEM	Orientation (HRDC)	National	Teaching learning Centr...	--	04-06-2020	01-07-2021	Actions

The listed report of FDPs attended by a faculty



**Newman College Thodupuzha**  
(Affiliated to Mahathma Gandhi University, Kottayam)

Faculty Development Program Report

Sl. No.	Name of Faculty	Department	Select Programme	Level	Organized by	Place	Start Date	End Date	Any Other Information	Certificate Upload	Title of the program	Data Entered By	Date Entered
1	Dr. ANU MARY JOSEPH	CHEM	Online Course/Lecture Series	State	Kerala State Higher Education Council	--	08-08-22	14-08-2022	--	<a href="#">WhatsApp Image 2023-06-05 at 12:00:49 PM.jpeg</a>	--	Dr. ANU MARY JOSEPH	06-06-2023
2	Dr. ANU MARY JOSEPH	CHEM	Online Course/Lecture Series	National	MoE's Innovation Cell and AICTE	--	17-09-22	24-09-2022	--	<a href="#">JA Online Training Certificate-1.pdf</a>	innovation ambassador training (Foundation level)	Dr. ANU MARY JOSEPH	05-04-2023
3	Dr. ANU MARY JOSEPH	CHEM	Refresher(HRDC)	National	Teaching Learning Centre, Ramanujan College University of Delhi in collaboration with NEWMAN COLLEGE	--	21-06-22	05-07-2022	--	<a href="#">fdp ARM JUNE 2022.pdf</a>	ONLINE TWO - WEEK INTERDISCIPLINARY REFRESHER COURSE in "ADVANCED RESEARCH METHODOLOGY"	Dr. ANU MARY JOSEPH	15-07-2022
4	Dr. ANU MARY JOSEPH	CHEM	Short Term Program	National	TERESIAN TEACHING LEARNING CENTRE (An IQAC Initiative) & DEPARTMENT OF CHEMISTRY AND CENTRE FOR	--	02-09-20	06-09-2020	--	<a href="#">FDP- ICT Tools.pdf</a>	ICT TOOLS IN TEACHING CHEMISTRY	Dr. ANU MARY JOSEPH	15-07-2022

The Data from ExAT module exported as a PDF document

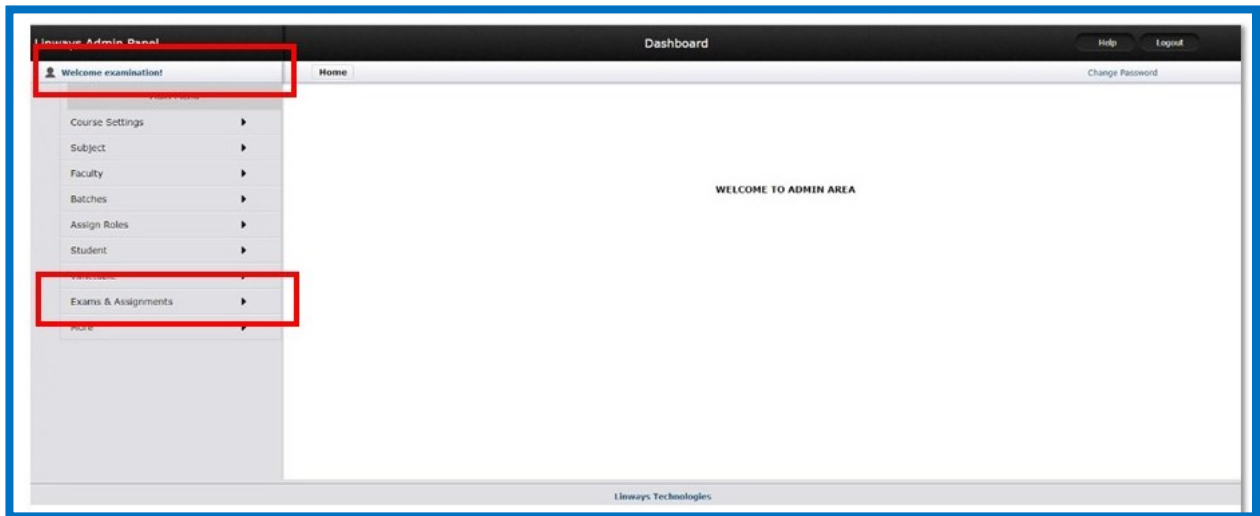
Sl. No.	Name of F	Departme	Select Pro	Level	Organized Place	Start Date	End Date	Any Other	Certificate Title of the Data	Enter Date Entered
1	Dr. ANU M	CHEM	Online Co	State	Kerala Stat	08-08-202	14-08-202	--	WhatsApp	Dr. ANU M 06-06-2023
2	Dr. ANU M	CHEM	Online Co	National	MoE's Inn	17-09-202	24-09-202	--	IA Online	innovation Dr. ANU M 05-04-2023
3	Dr. ANU M	CHEM	Refresher	( National	Teaching L	21-06-202	05-07-202	--	fdp ARM JI	ONLINE T Dr. ANU M 15-07-2022
4	Dr. ANU M	CHEM	Short Tern	National	TERESIAN	02-09-202	06-09-202	--	FDP- ICT T	ICT TOOLS Dr. ANU M 15-07-2022
5	Dr. ANU M	CHEM	Short Tern	National	Guru Anga	03-11-202	09-11-202	--	GAD-TLC	One Week Dr. ANU M 15-07-2022
6	Dr. ANU M	CHEM	Refresher	( National	S.G.T.B. Kl	01-12-202	31-03-202	--	ARPIT cert	Online Ref Dr. ANU M 15-07-2022
7	Dr. ANU M	CHEM	Refresher	( National	Smt. Radh	22-06-202	06-07-202	--	GAD-TLC	NATIONAL Dr. ANU M 15-07-2022
8	Dr. ANU M	CHEM	Orientatio	National	Teaching k	04-06-202	01-07-202	--	fdp.pdf	4-Week In Dr. ANU M 15-07-2022

The Data from ExAT module exported as an Excel file

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## EXAMS

The chief superintendent of exams manages this profile through which he is assigned the privileges regarding the internal exams of the college. This profile is granted the privileges associated with Exams and Assignments section of the ADMIN profile.



[Link to exams & assignments section](#)

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## Finance And Accounts

The Finance and Accounts module within an ERP (Enterprise Resource Planning) system serves as a central hub for managing and optimizing financial processes within an organization. This module is designed to streamline and integrate various financial activities, providing a comprehensive solution for financial management. Finance and accounts module can be accessed through the faculty account of Linways AMS. The concerned staff can access the module through his log in credentials

Step 1. Faculty accessing the home page of Linways AMS

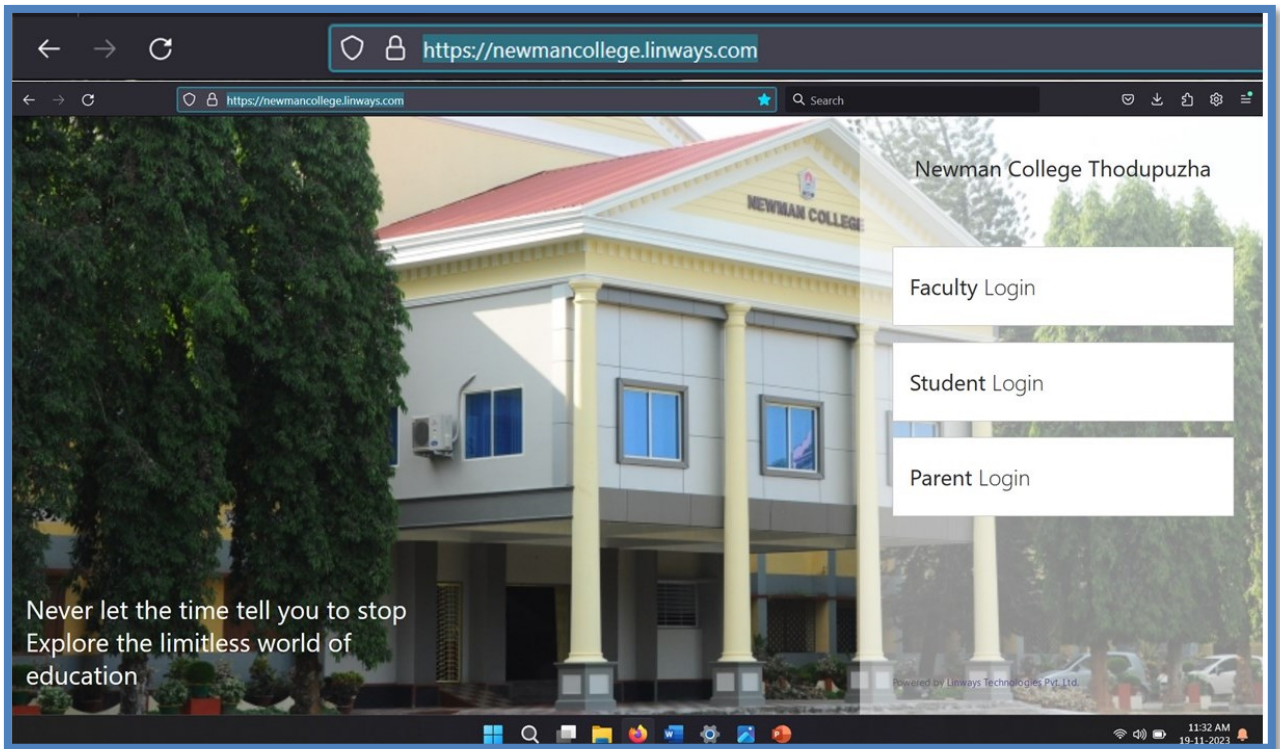
Step 2. Faculty accessing his account through Faculty log in page

Step 3. Faculty selecting the Finance and Accounts module from his home page

Step 4. Accessing the home page of Finance and Accounts module and selecting

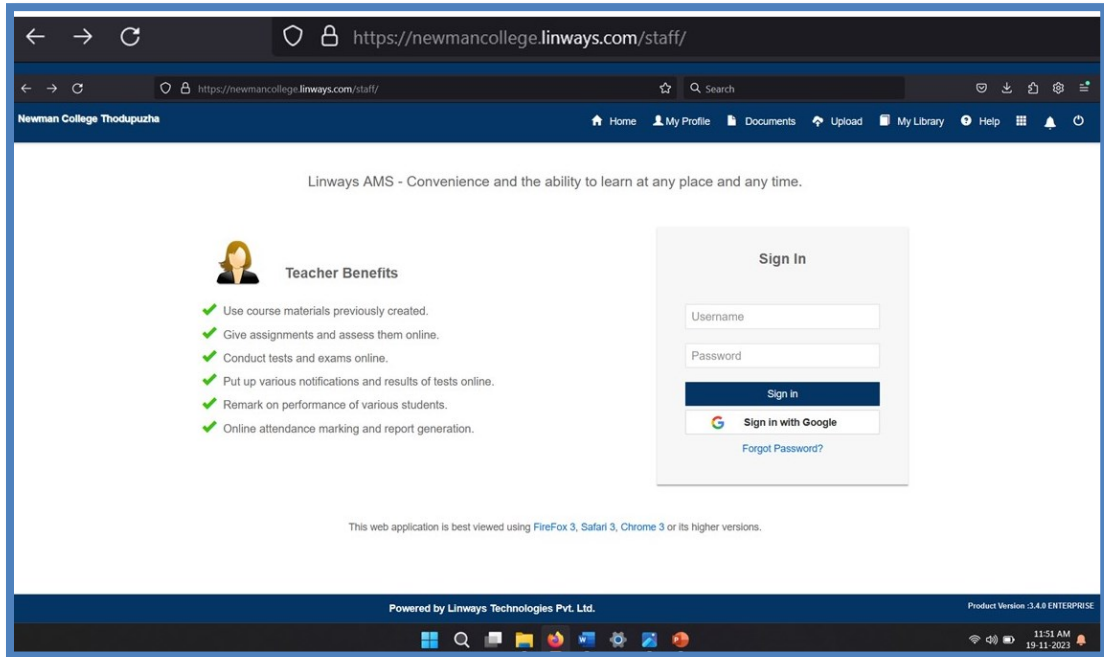
‘#Collect’ tab

Step 5. Entering the student details in under the ‘Student Fees’ tab to proceed to payment



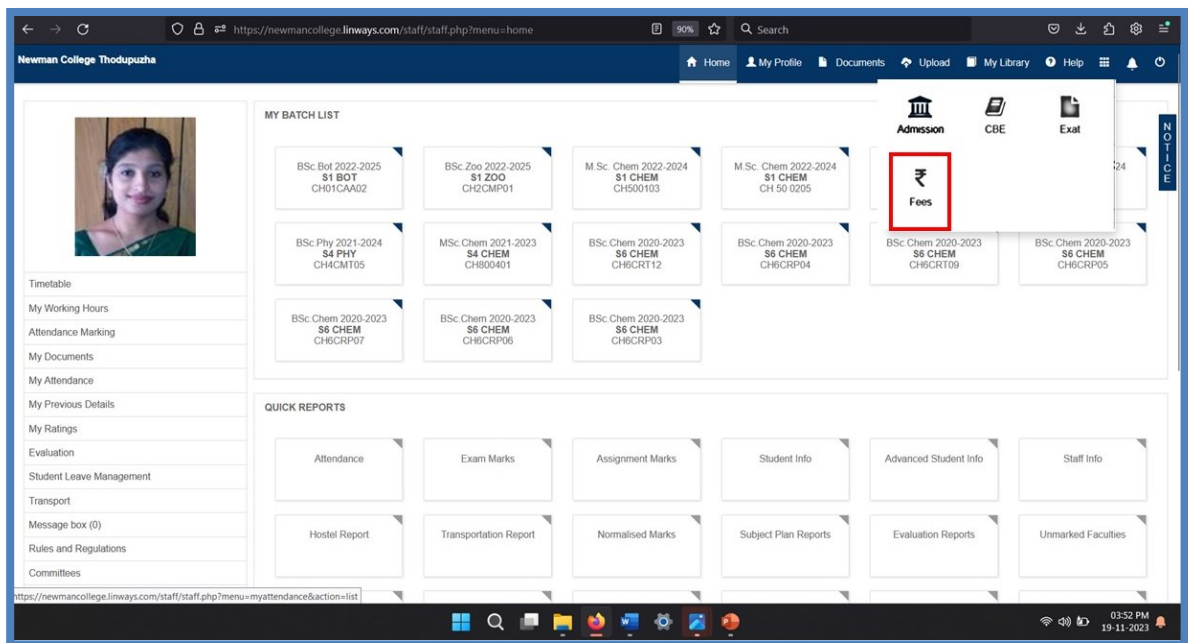
Home page of Linways AMS (<https://newmancollege.linways.com/>)

Step 1. Faculty accessing the home page of Linways AMS



## [Step 2. Faculty logging in to Linways AMS](#)

[\(https://newmancollege.linways.com/student/\)](https://newmancollege.linways.com/student/)



## Step 3. Faculty selecting the Finance and Accounts module from his home page

The screenshot shows the 'Fees' module home page. The sidebar on the left has 'HOME' and '# Collect' tabs highlighted with red boxes. The main content area includes a summary of fees, three charts, and a departmental breakdown.

Metric	Value
Total Assigned	₹ 7.13 Cr
Total Collected	₹ 10.46 Lac
Total Refund	₹ 21.41 Lac

Additional metrics: 735, 22, 12

**PAYMENT MODES**

Mode	Amount (₹)
ONLINE	0
DD	0
CHALLAN	~10 Lac
CASH	~25 Lac
NEFT	~2 Lac
OFFLINE-CHALLAN	0

**COLLECTED FEES**

Month	Amount (₹)
August	0
September	~18 Lac
October	~10 Lac
November	~5 Lac

**DEPARTMENTS**

Department	Amount (₹)
FAILED	~0.5 Cr
DEPT. OF ARTS	~0.5 Cr
DEPT. OF COMPUTER SCIENCE	~5.5 Cr
DIPLOMA COURSES	~0.5 Cr

Step 4. Accessing the home page of Finance and Accounts module and selecting '#Collect' tab



The screenshot displays the 'STUDENT FEE' management interface. The left sidebar contains navigation options like 'Home', 'Collect', 'Wallet', 'Reports', 'Approvals', 'Assign', and 'Settings'. The main area features a 'FILTER STUDENTS' section with dropdown menus for Department (ADMINISTRATION), Batch (TEST BATCH), and Semester (S1). Below this is a search bar with 'Search' and 'Reset' buttons. The 'STUDENT FEES' table lists student records with various fee categories and amounts.

#	Admission No	Student Name	Reg No	Roll No	Tuition fee Priority: 1	OTHER FEES Priority: 1	mess fee Priority: 2	LAB FEE Priority: 2	Coaching charges / DICM Priority: 5
1		Studt1		5000	40000	500	1	15000	10000
2		Studt4		5003	30000	+	25000	15000	10000
3		Studt5		5005	40000	+	25000	15000	10000
4		Studt7		5006	40000	+	25000	15000	10000
5		Studt10		5009	40000	+	20000	15000	10000


Step 5. Entering the student details in under the ‘Student Fees’ tab to proceed to payment

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## **FACULTY MODULE**

Newman College Thodupuzha

Linways AMS - Convenience and the ability to learn at any place and any time.

 **Teacher Benefits**


- ✓ Use course materials previously created.
- ✓ Give assignments and assess them online.
- ✓ Conduct tests and exams online.
- ✓ Put up various notifications and results of tests online.
- ✓ Remark on performance of various students.
- ✓ Online attendance marking and report generation.

**Sign In**

AMJC

•••••

Sign in

 Sign in with Google

[Forgot Password?](#)

This web application is best viewed using [Firefox 3](#), [Safari 3](#), [Chrome 3](#) or its higher versions.

Powered by Linways Technologies Pvt. Ltd. Product Version :3.4.0 ENTERPRISE

### **Faculty login page**

The faculty login allows access for all the faculty of various Departments of the College through individual user ids and passwords. The Dashboard displays search options to obtain the details of students on an individual basis. Faculty can generate reports on their individual timetable, overall class attendance, attendance shortage list, attendance pending and present-day attendance, subject wise attendance report, student's data analytics graph etc. Faculty can mark incidents that can be records of either achievements or disciplinary measures initiated against any student. That will reflect on the student's portal as well as the principal's portal. Teachers also can view co-curricular attendance received to each student and its percentage. Teachers can enter the internal mark as per criteria given by the exam office and take reports and view consolidated internal mark details. The home page of a particular faculty include tabs/ tiles to access several details.

- Faculty profile
- Advanced profile
- Batches

- Student Information
- Student leave management
- OBE Settings
- Subject Planner
- Online class
- Online exam and Assessments
- Polls and survey
- Assignments
- Sessional exams
- Course File settings
- Internals
- Message box
- Internal Assessment
- Course Materials
- Batchwise Reports
  - Attendance reports
  - Assignments
  - Exam
  - Graph
  - Sessional result Analysis
  - Staff activity reports
  - Progress Reports
- Other features
  - Time table
  - My Working Hours
  - Attendance marking
  - My Previous details
  - My Ratings
  - Exam Marks

**MY BATCH LIST**

BSc Bot 2023-2025 S2 BOT BC2CMT02	BSc Chem 2022-2025 S2 CHEM CH2CRT02	BSc Zoo 2022-2025 S2 ZOO CH2CMP01	M.Sc. Chem 2023-2024 S1 CHEM CH 50 0205	M.Sc. Chem 2023-2024 S1 CHEM CH500103	BSc Bot 2021-2024 S4 BOT BC4CMT04
BSc Phy 2021-2024 S4 PHY CH4CMP02	BSc Phy 2021-2024 S4 PHY CH4CMT05	MSc Chem 2021-2023 S4 CHEM CH800401	BSc Chem 2020-2023 S6 CHEM CH6CRP05	BSc Chem 2020-2023 S6 CHEM CH6CMT07	BSc Chem 2020-2023 S6 CHEM CH6CRP06
BSc Chem 2020-2023 S6 CHEM CH6CRP03	BSc Chem 2020-2023 S6 CHEM CH6CRT12	BSc Chem 2020-2023 S6 CHEM CH6CRP04	BSc Chem 2020-2023 S6 CHEM CH6CRT09		

**QUICK REPORTS**

Attendance	Exam Marks	Assignment Marks	Student Info	Advanced Student Info	Staff Info
Hostel Report	Transportation Report	Normalised Marks	Subject Plan Reports	Evaluation Reports	Unmarked Faculties
Daily Work Log Reports	Custom Reports	Create CO	Create Question Paper	PO Attainment	Assessment CO PO Rule Creation
Mark Attendance	Student Placements	Data Import			

Home Page of a Faculty

[Back](#)

## Faculty profile

It includes the details about the faculty like name, department, date of joining, qualification, and other basic data.

**MY PROFILE** VIEW PUBLIC PROFILE

Basic Info About Me

Print Edit

Name : Dr. ANU MARY JOSEPH

Academic Department : CHEM

Academic Designation : Assistant Professor

Academic Role : Faculty

HR Section : Academics

HR Designation : faculty

Qualification	Institute Name	University	Percentage	Year
PhD	Rubber Research Institute of India	Cochin University of Science And Technology	100	2017

Joining Date : 01-02-2019

Gender : Female

Blood Group : O+

Email : dranumaryjoseph@newmancollege.ac.in

Birthday : 28-05-1987

Address : Mananlel House Kattappana South P O Mission Kavala Idukki Dist 685515

Phone : 7356779958

Pan Card Number : BFYPJ6242R

AADHAR Number : 892621672183

Change Password

August 2023

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

more...

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## Faculty Profile

[Back](#)

- **Advanced profile**

This tab leads to the EXAT NACC module where the faculty can organize and store all the activities undertaken by him/her as discussed under ExAT module.

[Link to EXAT NACC module](#)

[Back](#)

- **Access to all the batches taught**

The home page of the faculty bears the tabs to access all classes taught by him/her and the subject he/she teaches under the section ‘My Batch List’.

**The subjects taught by a faculty listed as ‘My Batch List’**

When a faculty access a particular batch from his/her batch list, the home page of that particular batch contains the tabs for the set of actions he/she can do listed out in the side bar.

The screenshot shows the Newman College Thodupuzha student management system. The sidebar on the left contains various navigation options, with 'Student Information' highlighted by a red arrow. The main area displays a 'STUDENT LIST' table with columns for student name, roll number, and student ID.

Student Name	Roll No	Student Id
ABHIRAMI P S	220401	41683
AIDAN KURIAN	220402	41526
ANAMIKA SHINE	220403	41734
ANSHAMOL MATHEW	220404	41684
BHAGYASREE LAKSHMANAN	220405	41320
ESHAN KHAN	220406	41477
FITHA FATHIMA U S	220407	41603
GOPIKA J K	220408	41325
HASNA SULPHIKAR	220409	41604
NANDHANA SURESH	220410	41697
SARANGU SHAJI	220411	41349
ANJANA SASI	220413	41590
ANUPAMA SAJEEVAN	220414	41534
DARSHAN RAJU	220415	41748
DEEPU SHAJI	220416	41524
INDUJA R	220417	41678
LAKSHMI PRABHA P S	220418	41337
NAVYA SAHADEVAN	220419	41460
NAYANA E S	220420	41239

**Actions for a particular batch listed in the sidebar**

[Back](#)



## 1. Student Information

This tab allows the faculty to obtain the details of all students in that batch. The teacher can obtain a printable version of details of all students or even get the details of any particular student.

The screenshot displays the 'Student Information' page for Newman College Thodupuzha. The page title is 'STUDENT LIST' and it indicates there are 19 students in this batch. The list includes the following students:

Name	Roll No.	Student Id.	Reg. No.	Email
ABHIRAMI P S	220401	41683	220021037904	abhiramp80@gmail.com
AIDAN KURIAN	220402	41526	220021037905	aidankurian38@gmail.com
ANAMIKA SHINE	220403	41734	220021037906	anamikaammu2003@gmail.com
ANSHAMOL MATHEW	220404	41684	220021037908	shajipeter09875@gmail.com
BHAGYASREE LAKSHMANAN	220405	41320	220021037910	bhagyasreelakshmanan10@gmail.com
ESHAN KHAN	220406	41477	220021037913	ek82095@gmail.com
FITHA FATHIMA U S	220407	41603	220021037914	fitafathimaus2003@gmail.com
GOPIKA J K	220408	41325	220021037915	gopikajk345@gmail.com
HASNA SULPHIKAR	220409	41604	220021037916	hasnasulphi453@gmail.com
NANDHANA SURESH	220410	41697	220021037919	nandhanasuresh2302@gmail.com
SARANGU SHAJI	220411	41349	220021037922	sarangushaji@gmail.com
ANJANA SASI	220413	41590	220021037907	anjanasasi673@gmail.com
ANUPAMA SAJEEVAN	220414	41534	220021037909	dq394793@gmail.com

**Details of students of a batch taught by a faculty**

# NEWMAN COLLEGE



## Newman College Thodupuzha

(Affiliated to Mahatma Gandhi University, Kottayam)

### STUDENT LIST

Batch: BSc.Bot 2022-2025

Sl.No.	Roll No.	Reg. No.	Student ID	Student Name	Gender	Student Email	Student Phone	Parent Phone	Address
1	220401	220021037904	41683	ABHIRAMI P S	FEMALE	abhiramip80@gmail.com	9605632375	9946147125	PULICKAMURIYIL HOUSE KUZHITHOLU P O KUZHIKKANDAM IDUKKI INDIA IDUKKI 685551 Kerala
2	220402	220021037905	41526	AIDAN KURIAN	MALE	aidankurian38@gmail.com	7558044863	9645558045	MURINGAYIL (H) ARIVILAMCHAL P O KANTHIPPARA RAJAKADU INDIA IDUKKI 685619 Kerala
3	220403	220021037906	41734	ANAMIKA SHINE	FEMALE	anamikaammu2003@gmail.com	8590312225	9447723063	VILAYALIL HOUSE SENAPATHY P O PALLIKKUNNU SENAPATHY INDIA IDUKKI 685619 Kerala
									VILANGUPARAYIL (H) KALAYANTHANI P O

### Direct printable version of student details of a batch

Newman College Thodupuzha (Affiliated to Mahatma Gandhi University, Kottayam) Re-accredited by NAAC with 'A' Grade									
Department:BOT Batch:BSc.Bot 2022-2025 Semester:S2									
Student List									
Sl.No.	Roll No.	Reg. No.	Student ID	Student Name	Gender	Student Email	Student Phone	Parent Phone	Address
1	220401	2.20021E+11	41683	ABHIRAMI P S	FEMALE	abhiramip80@gmail.com	9605632375	9946147125	PULICKAMURIYIL HOUSE, KUZHITHOLU P O, KUZHIKKANDAM, IDUKKI, INDIA, IDUKKI, 685551, Kerala
2	220402	2.20021E+11	41526	AIDAN KURIAN	MALE	aidankurian38@gmail.com	7558044863	9645558045	MURINGAYIL (H), ARIVILAMCHAL P O, KANTHIPPARA, RAJAKADU, INDIA, IDUKKI, 685619, Kerala
3	220403	2.20021E+11	41734	ANAMIKA SHINE	FEMALE	anamikaammu2003@gmail.com	8590312225	9447723063	VILAYALIL HOUSE, SENAPATHY P O, PALLIKKUNNU, SENAPATHY, INDIA, IDUKKI, 685619, Kerala
4	220404	2.20021E+11	41684	ANSHAMOL MATHEW	FEMALE	shajipeter09875@gmail.com	8590795125	9747643988	VILANGUPARAYIL (H), KALAYANTHANI P O, THODUPUZHA, INDIA, IDUKKI, 685588, Kerala
5	220405	2.20021E+11	41320	BHAGYASREE LAKSHMANAN	FEMALE	bhagyasreelakshmanan10@gmail.com	6238450919	9744128093	KUNNUMKAL HOUSE, THUDANGANAD P.O, MUTTOM, THODUPUZHA, INDIA, IDUKKI, 685587, Kerala
6	220406	2.20021E+11	41477	ESHAN KHAN	MALE	ek82095@gmail.com	9447763477	9447613776	ELAMPLASSERIL HOUSE, THODUPUZHA PO, THODUPUZHA, INDIA, IDUKKI, 685584, Kerala
7	220407	2.20021E+11	41603	FITHA FATHIMA U S	FEMALE	fithafathimaus2003@gmail.com	8547606277	9495426793	UKKINIVEETIL (H), KALIYAR P.O, VANNAPPURAM, THODUPUZHA, INDIA, IDUKKI, 685607, Kerala
8	220408	2.20021E+11	41325	GOPIKA J K	FEMALE	gopikajk345@gmail.com	9633183262	7510857147	GOKULAM HOUSE, CHOTTUPARA PO, VANDIPERIYAR, CHOTTUPARA, INDIA, IDUKKI, 685533, Kerala

### Student details exported as an Excel file

Newman College Thodupuzha Home My Profile Advanced Profile Documents Upload My Library Help

Home / BSc.Bot 2022-2025, S2 / ANUPAMA SAJEEVAN / Profile



- Profile**
- Attendance
- Assignment Marks
- Performance
- Performance Graph
- University Results
- Feedbacks And Activities

### ANUPAMA SAJEEVAN'S PROFILE

Previous batch(s) of student	--
Current batch	BSc.Bot 2022-2025 [S2]
Account:	41534
University Reg.No.:	220021037909
Name:	ANUPAMA SAJEEVAN
Admission date:	29-08-2022
Student Email:	dq394793@gmail.com
Birthday:	16-09-2004
Address:	VAZHAYIL (H), ANCHIRI P.O, THALAYANADU, THODUPUZHA, INDIA, IDUKKI, 685585, Kerala
Student Phone (MOB):	9746367856
Parent Phone (MOB):	8281034764
Gender:	FEMALE
SSLC:	96
Plustwo:	72.08
Availed Hostel Facility:	No
Availed Bus Facility:	No
Religion:	HINDU
Category:	--
Mother Tongue:	MALAYALAM
Nationality:	INDIAN
Second language:	MALAYALAM
Extra-Curricular Activities:	--
Father's Name:	SAJEEVAN V G
Father's Occupation:	kuli
Father's Annual Income:	38000
Father's E-mail:	--
Mother's Name:	SHEEJA SAJEEVAN
Mother's Occupation:	House wife
Mother's Annual Income:	38000
Mother's E-mail:	--
Current Address:	VAZHAYIL (H) ANCHIRI P.O THALAYANADU VAZHAYIL (H) ANCHIRI P.O THALAYANADU VAZHAYIL (H) ANCHIRI P.O THALAYANADU THODUPUZHA,Kerala,INDIA 685585
Permanant Address:	VAZHAYIL (H) ANCHIRI P.O THALAYANADU VAZHAYIL (H) ANCHIRI P.O THALAYANADU VAZHAYIL (H) ANCHIRI P.O THALAYANADU THODUPUZHA,Kerala,INDIA 685585

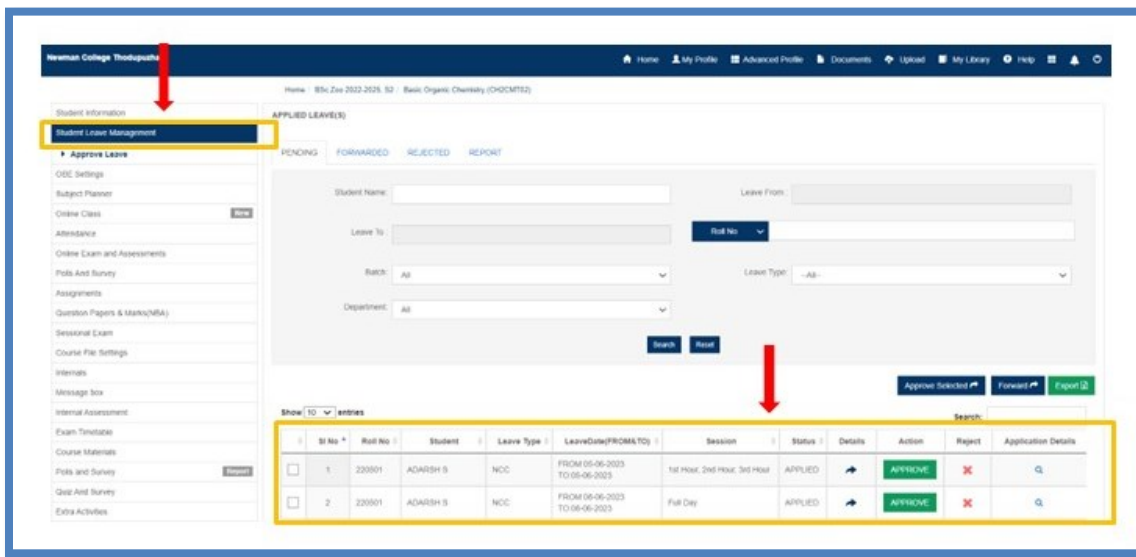
[Print Student Profile](#)

**Details of a student from a particular batch taught by the faculty**

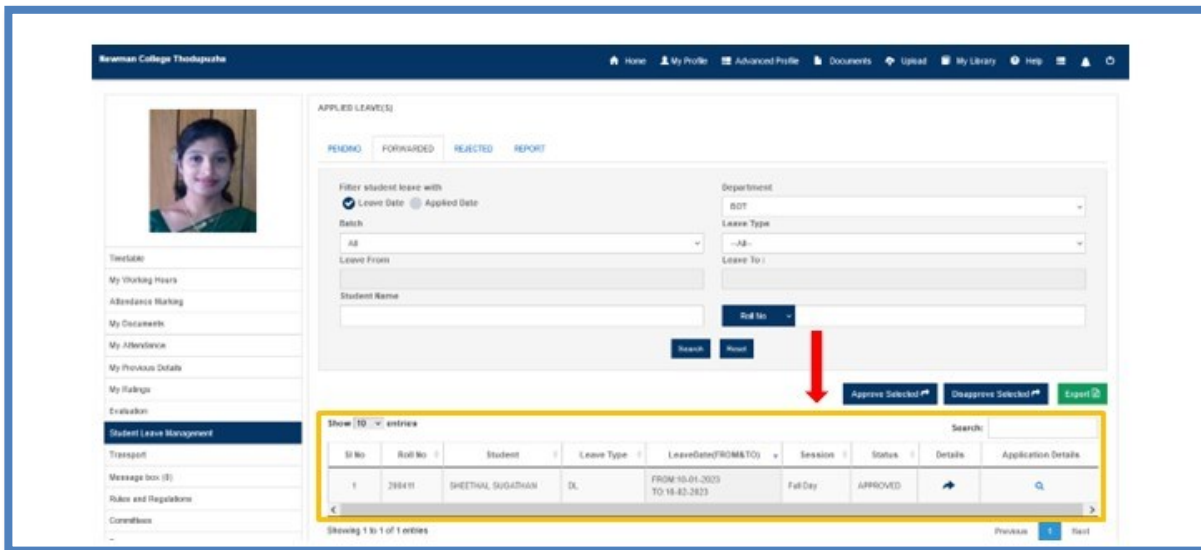
[Back](#)

## 2. Student leave management

Here Faculty can take decision of the leave applications of the students. The pending applications are visible when we click on the tab upon which the faculty can take decision. The faculty can also view the already forwarded and rejected leave applications. Also a report regarding the same can be generated.



Pending leave applications awaiting faculty approval

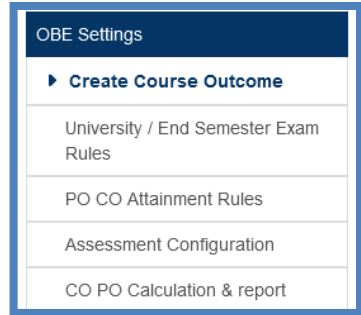


Details of leave applications approved and forwarded by the faculty

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### 3. OBE settings

Here the faculty can create the course outcome and the PO CO attainment rules and obtain the report of the same.



#### Options under OBE settings for faculty

**3.1. Create Course outcome (CO):** The faculty can create the course outcomes for subjects taught by him/her and map it to the programme outcome defined by the HOD for each programme. In order to create CO, the faculty has to click on “define CO button, give CO code, CO description, map it to the PO’s and submit.

**COURSE OUTCOME**

Field(s) marked with \* are required

**CO Code \***

**Course Outcome \***

**CO Description**

**Order No. \***

**Select PO(s) \***

**PO1**   **PO3**   **PO5**

**PO7**   **PO2**   **PO4**

**PO6**   **PSO1**   **PSO2**

Window to define a new CO

Newman College Thodupuzha

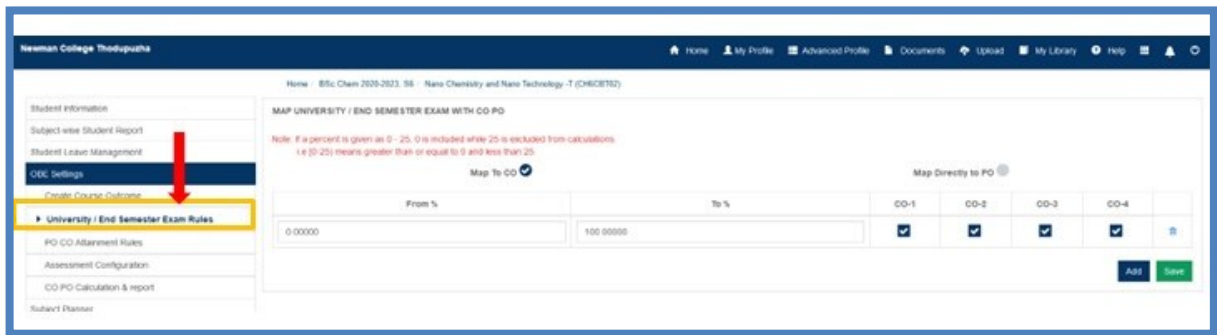
Home / BSc.Bot 2022-2025, S2 / Biochemistry- Biomolecules (T) (BC2CMT02)

**CREATE COURSE OUTCOME** Define CO

Sl No.	Code	Course Outcome	Description	More Details	Edit	Delete
1	CO1	Understand basic concepts of structure and functions of carbohydrates	Understand basic concepts of structure and functions of carbohydrates			
2	CO2	Explain classification of lipids	Explain classification of lipids			
3	CO3	Determine the structural hierarchy of proteins and its evolutionary significance	Determine the structural hierarchy of proteins and its evolutionary significance			
4	CO4	Analyse the importance of Nucleic acids and to interpret their structure and function	Analyse the importance of Nucleic acids and to interpret their structure and function			

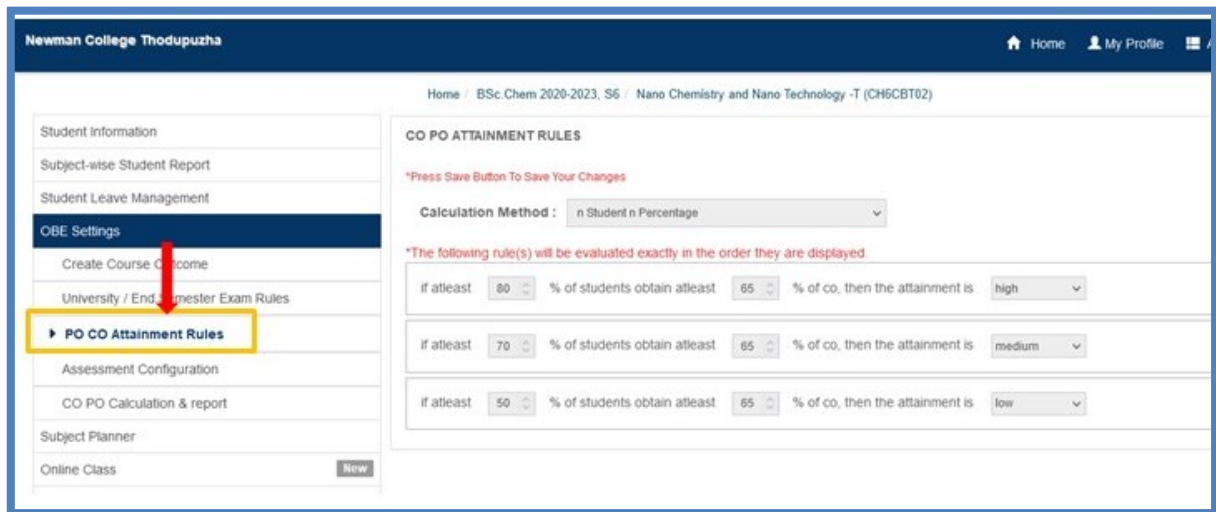
Created COs listed in the home page of 'OBE settings' option

**3.2. University/ End semester Exam Rules:** Here the faculty can define the the university exams results can be aligned with the defines COs



### Defining University/ End semester Exam Rules

**3.3. PO-CO attainment rules:** Here the faculty can set rule to decide how the results of students can be used to quantify its correlation between CO and PO



### Defining CO PO attainment Rules

**3.4. Assessment Configuration:** This feature enables the faculty to define the correlation between CO and PO based on the various assessments. The change tree option will enable the faculty to choose another set of assessment configuration if available.

Newman College Thodupuzha

Home / BSc.Chem 2020-2023, S6 / Nano Chemistry and Nano Technology -T (CH6CBT02)

ASSESSMENT CONFIGURATION

CHEMISTRY [Change Tree](#)

Note: Click on the leaf nodes and assign assessments to it.

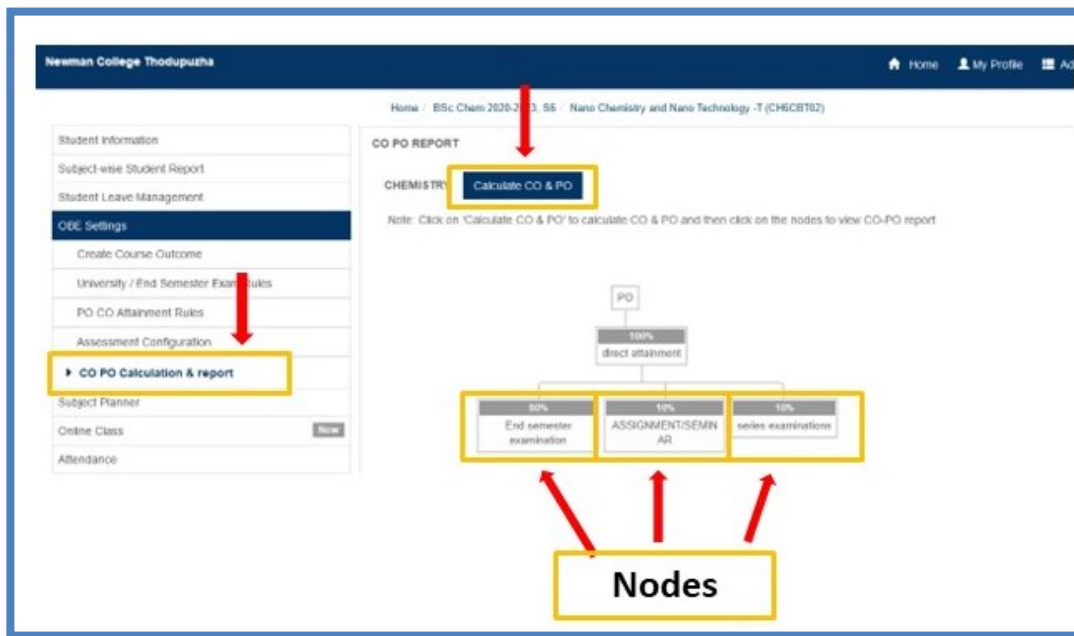
```

graph TD
    PO[PO] --- A["100%  
direct attainment"]
    A --- B["80%  
End semester  
examination"]
    A --- C["10%  
ASSIGNMENT/SEMIN  
AR"]
    A --- D["10%  
series examinations"]
  
```

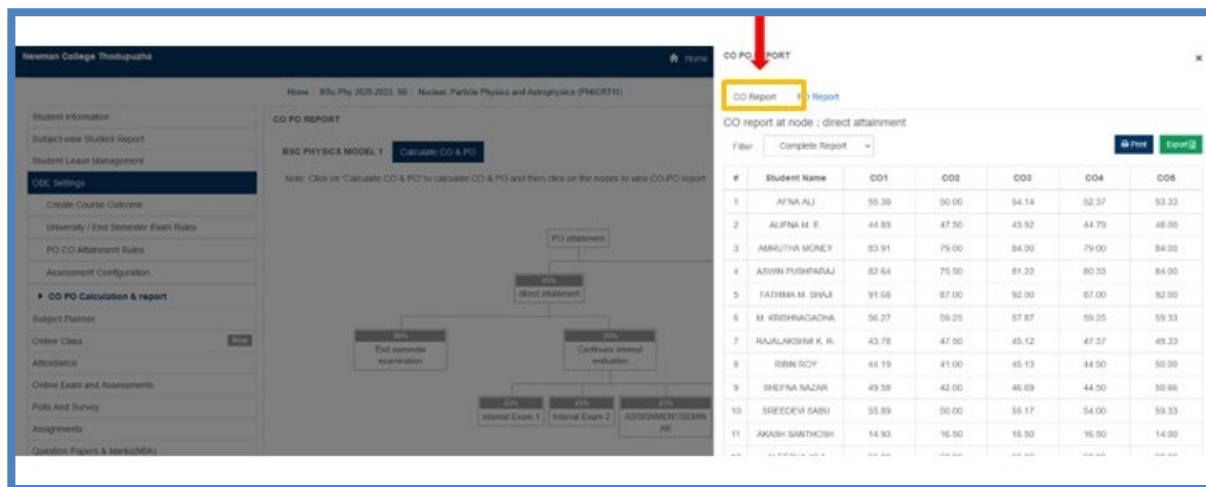
**Option to define the correlation between CO and PO based on the various assessments**

**3.5. CO PO calculation and Report:** When CO PO calculation report key is pressed it will display the assessment configuration tree. There will also be a “calculate CO and PO” tab displayed on the page. CO PO report can be accessed by clicking on the calculate CO and PO tab followed by clicking on the respective node on the tree. This will enable the faculty to obtain the CO report PO report of the whole class per student at that node. The summary of the CO or PO report for the whole class for any node can also be obtained. The report can be directly printed out or can be exported to an Excel as well.





Home page of CO PO calculation report



CO report of each student of a class at a node

**CO PO REPORT**

Home - BSc Phy 2020-2023, 56 - Nuclear, Particle Physics and Astrophysics (PHICRT11)

**CO PO REPORT**

BSC PHYSICS MODEL 1 Calculate CO & PO

Note: Click on 'Calculate CO & PO' to calculate CO & PO and then click on the nodes to view CO/PO report

**PO report at node : direct attainment**

Filter: Complete Report

#	Student Name	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PS01	PS02	PS03	PS04
1	AFWA ALI	54.07	54.84	54.84	54.45	54.04	54.55	54.96	54.65	54.61	54.65	54.96
2	ALFNA M. E	45.14	45.35	45.67	45.19	45.35	45.45	45.63	45.45	45.23	45.19	45.47
3	AMRUTHA MOREY	83.95	83.94	83.94	83.97	83.94	83.95	83.95	83.95	83.95	83.95	83.95
4	ANWIN PUSHPARAJ	81.43	81.47	81.26	81.18	81.47	81.21	81.50	81.21	81.33	81.26	81.11
5	FATHIMA M. SHAH	91.84	91.78	91.78	91.89	91.78	91.84	91.76	91.84	91.84	91.84	91.84
6	M. KRISHNAGACHA	57.76	57.74	57.99	58.05	57.74	58.02	57.73	58.02	57.94	57.93	58.20
7	RAJALAKSHMI K. R.	45.70	45.77	46.03	46.96	45.77	46.04	45.87	46.04	46.07	45.79	46.41
8	REBN ROY	45.57	45.63	45.63	45.88	45.63	45.75	45.72	45.75	46.05	45.52	46.30
9	SHEFNA NAJAR	47.73	48.06	48.06	47.24	48.06	47.65	48.33	47.65	47.53	47.65	47.81
10	BREEDHEVA SARU	55.64	55.77	55.77	55.55	55.77	55.66	55.87	55.66	55.69	55.61	55.72
11	AKASH SANKHOISH	15.98	15.87	15.96	16.18	15.87	16.07	15.83	16.07	16.05	16.03	16.15
12	ALEESHA JOB	66.33	66.32	66.32	66.34	66.32	66.33	66.31	66.33	66.33	66.33	66.34
13	ALTHAF SAQIBER KUSSAB	47.33	47.43	47.61	47.48	47.43	47.34	47.48	47.54	47.49	47.44	47.72
14	...	...	...	...	...	...	...	...	...	...	...	...

**PO report of each student of a class at a node**

**CO PO REPORT**

Home - BSc Phy 2020-2023, 56 - Nuclear, Particle Physics and Astrophysics (PHICRT11)

**CO PO REPORT**

BSC PHYSICS MODEL 1 Calculate CO & PO

Note: Click on 'Calculate CO & PO' to calculate CO & PO and then click on the nodes to view CO/PO report

**CO report at node :**

Filter: Summary

Class Strength	26				
No of student mapped to at least one CO	26				
Course Outcomes addressed	CO1	CO2	CO3	CO4	CO5
No of students with CO value greater than or equal to 50	14	16	14	15	19
Percentage of students with CO value greater than 50	53.85	61.54	53.85	57.69	73.08
Average	57.24	55.39	57.07	56.25	59.05
Attainment Level	1.72	1.66	1.71	1.69	1.77

**Summary CO report of a class at a node**

[Back](#)

#### 4. Subject Planner

Subject planner allows the faculty to plan the semester ahead and constantly supervise and maintain its proper execution throughout the semester. Faculties require to organize their activities for each subject and these plans are recorded in Subject Plan. LINWAYS assist the faculty to do this work simple though few steps. Faculties can create Proposed plans and Actual plans.

##### 4.1. Proposed plans

The Proposed plans can be created either by Table method or by Calendar method

In Table Method

1. Login to Faculty home page > select batch tile
2. Click on Subject Planner tab on the left panel > Proposed plan > Table Method
3. Import from time table > by clicking on this option a row will be displayed, Date and Hour will already be there if timetable is set, you can select the Module, Mode of Instruction, give Topic, Description and Teaching Pedagogy of plans. Click on Save button.
4. If the faculty wants to delete a plan, click on Delete option.
5. Add New > this option will display a row but in that row only date will be selected, you can add hour and other details same as in previous option.
6. The proposed plan date is highlighted in Green color if that date is a holiday.
7. Teacher can Sort the displayed list by date, click on Sort by date.

The screenshot shows a web interface for creating subject plans. At the top left, there is a checkbox labeled 'Holiday' with a red arrow pointing to it. Below this, there are two buttons: 'Import from timetable' and 'Sort by date', both highlighted with a red box. To the right is an 'Add new' button, also highlighted with a red box. The main part of the interface is a table with the following columns: Date, Hour, Module, Topic, Description, Mode of Instruction, Teaching Pedagogy, and two columns for 'Save' and 'Delete' actions. The table contains three rows of data:

Date	Hour	Module	Topic	Description	Mode of Instruction	Teaching Pedagogy	Save	Delete
09-10-2018	1st	1st	introduction	introduction	Lecture	PPT	Save	Delete
07-11-2018	2nd	1st	Introduction to pythagoras	Introduction to pythagoras	Tutorial	class	Save	Delete
23-11-2018	select	select			Tutorial		Save	Delete

#### Creating subject plan: Table method

### In Calendar Method

1. Login to Faculty home page > select batch tile
2. click on Subject Planner tab on the left > Calendar Method
3. Calendar will be shown in the page, to add plan click on a tile, a Create Topic window will be displayed.
4. The selected tile date will be in the date field which can't be edited, the teacher can select the Module, Session
5. (Hour), Mode of Instruction, give Topic, Description and Teaching Pedagogy of plans. There is an option to add course material , select the course material upload and upload the required files (supported formats of files are listed there). Click on Save button
6. The Added proposed plan will be displayed in Blue color tile in Calendar on the specific date.
7. If the teacher want to make any changes in created plans, click on the blue tile, update the details, click on Save.

### **4.2. Actual Plan**

- Login to Faculty home page > select batch tile
- Click on Actual Schedule tab on the left panel > Table Method > Create New
- Select Date and Hour will already be there if timetable is set, you can select the Module, Mode of Instruction, give Topic, Description and Portion Status of plans.
- Teacher can add actual schedule to proposed plan, by selecting the Add to Proposed plan option.
- If the teacher want to upload course materials you can select Course Material Upload.
- After entering all necessary details, click on Save.
- The added actual schedule will be displayed in this page if you have selected Add to proposed plan option.
- The teacher can view proposed plans in a date range, select to and from date, click on View button.
- Click on Print option to take print out of the Actual schedules. If you wan to add remarks then select Show

- Remarks on Export or Print.
- Click on Export to save list into a spreadsheet.

From : 01-11-2017 To : 30-11-2017 [View](#)

Add New Actual Plan : [Create New](#)

Show Remarks on Export or Print [Print](#) [EXPORT](#)

Sl No.	Topic Name	Proposed Plan			Topic Name	Actual Plan			Add/Edit Actual Plan		
		Date	Module	Hour		Date	Status	Hour	Save	Edit	+
1	nghnghm	01-11-2017	4	2	-	01-11-2017	Not Covered	2nd	<a href="#">Save</a>	<a href="#">Edit</a>	<a href="#">+</a>
2	nnhn	02-11-2017	4	3	-	02-11-2017	Not Covered	3rd	<a href="#">Save</a>	<a href="#">Edit</a>	<a href="#">+</a>
3	hrtwh	03-11-2017	3	2	-	03-11-2017	Not Covered	2nd	<a href="#">Save</a>	<a href="#">Edit</a>	<a href="#">+</a>
4	ddedf	04-11-2017	4	3	-	04-11-2017	Not Covered	3rd	<a href="#">Save</a>	<a href="#">Edit</a>	<a href="#">+</a>

Show Remarks on Export or Print [Print](#) [EXPORT](#)

**Actual plan in subject planner**

[Back](#)

## 5. Online Class

live classes through various application can be conducted in MIS. The faculty can select Online Class tile under respective classes and follow the below protocol.

- Create Meeting → Other button.
- Enter Meeting Name, Description, and Time. Student will be able to join the meeting only when the given time is reached.
- Enter the URL of the meeting in URL box provided and click Create button.

The screenshot displays the 'Create Meeting' form within the MIS system. The sidebar on the left shows the 'Online Class' menu item selected. The main form has two radio buttons: 'ZOOM' and 'Other', with 'Other' selected. The form includes the following fields:

- Name\***: Lincays Training
- Description\***: stu3372
- Meeting URL\***: meet.google.com/tek-4fcs-sgy
- Date & Time\***: 07-05-2020 13:55

At the bottom of the form are 'Create' and 'Reset' buttons. Below the form is a 'Meetings' table with the following data:

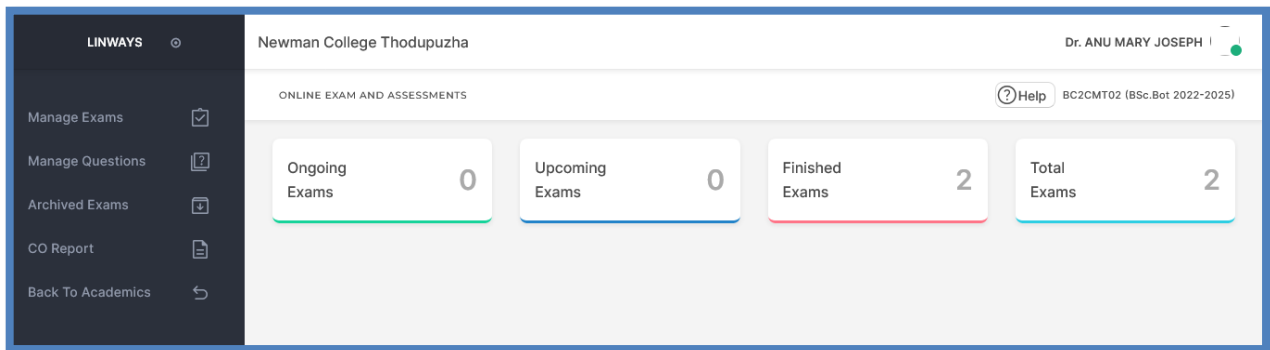
#	Name	Description	Meeting Date	Edit	Delete
1	ONLINE CLASS	This is class is based on the working of SC devices	2020-04-26 12:00:00	<a href="#">Edit</a>	<a href="#">Delete</a>
2	Basics of Electronics	Basics of Electronics	2020-05-06 12:00:00	<a href="#">Edit</a>	<a href="#">Delete</a>
3	Demo	demo	2020-05-10 10:00:00	<a href="#">Edit</a>	<a href="#">Delete</a>

### Scheduling online classes

[Back](#)

## 6. Online Exam & Assessments

This option helps to conduct OBE mapped examinations and assessments either in online or offline mode. The teacher can use ongoing exams tile shown above to get to the “ create exams” tab where he can create/ schedule new online/ offline exam and prepare CO mapped question papers for the same.

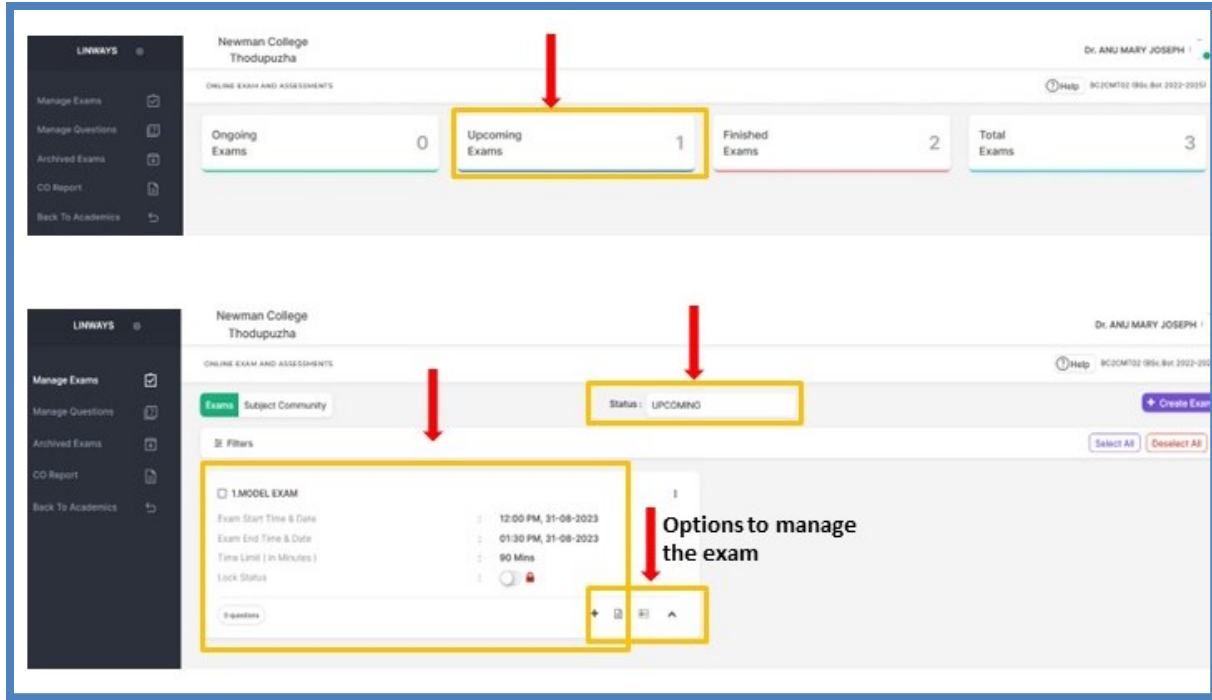


### Online exams and assessment section

Clicking on any of these marked tabs will lead the faculty to access the details pertaining to the marked exam *viz.* ongoing exams upcoming exams finished exams and total exams along with an option to create a new exam.

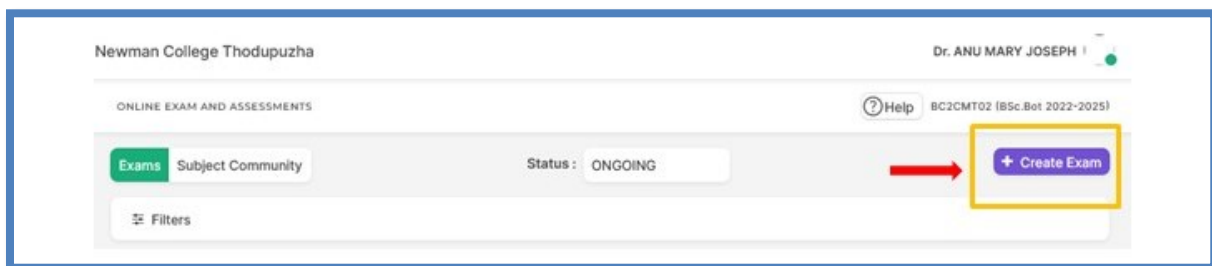
**6.1. Ongoing exams** tab allow us to view the details pertaining to an exam which is scheduled at the time of viewing.

**6.2. Upcoming Exams:** If the faculty click on the upcoming exam tab, it will direct the faculty to the page where she can access an exam which is scheduled for a later day. There he/she can view the exam, the date of exam and manage the settings associated with it such as to edit the question paper, add more questions etc.



**Viewing an upcoming exam and the options associated with it**

**6.3. Create Exam:** The faculty can create a new exam using the create exam button as shown below.



**Window to create new exam**

On clicking on the create exam tab the faculty will be directed to a page where he can create the exam by setting the basic outline of the examination. The basic details necessary to create the exams can be provided in the required spaces.



### Create Exam

Exam Type :

Online Exam
  Offline Exam

Name :

This field is required

Instructions :

↶ ↷ Paragraph ▾
 B I
≡ ≡ ≡ ≡
I<sub>x</sub>
☰ ☷
↶ ↷
Ω
🔄 👁 🗑
🖼 📺 🔗

p
POWERED BY TINY

Exam Start Date/Time :

This field is required

Exam End Date/Time :

This field is required

Time Limit :

Minutes

This field is required

Exam Pass Percentage :

%

No. of questions per page :

This field is required

#### Settings

Randomize Questions
  Shuffle Questions
  Shuffle Answers

Add Question Paper Code

Shows pass/failed with percentage obtained along with the answers chosen by student(Student Side)

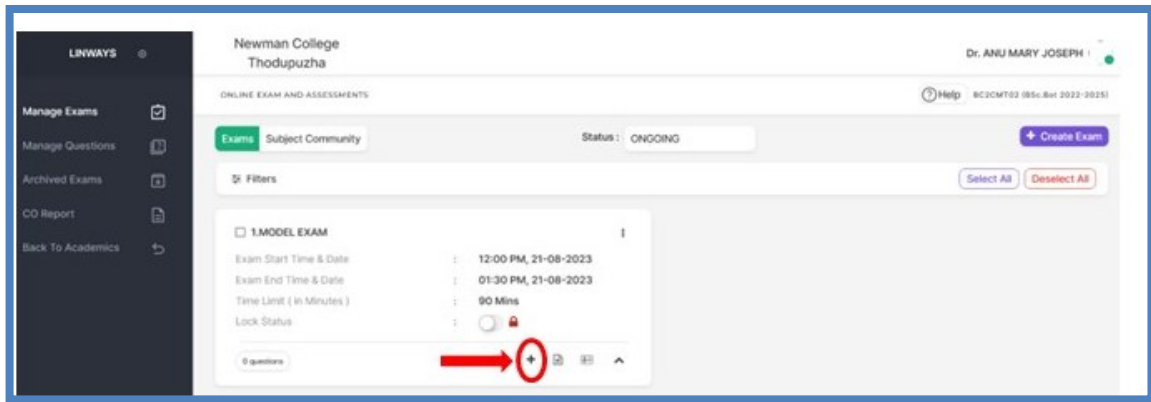
Shows answer options chosen by student(Student Side)

Enable submission of individual answer

Enable mandatory questions

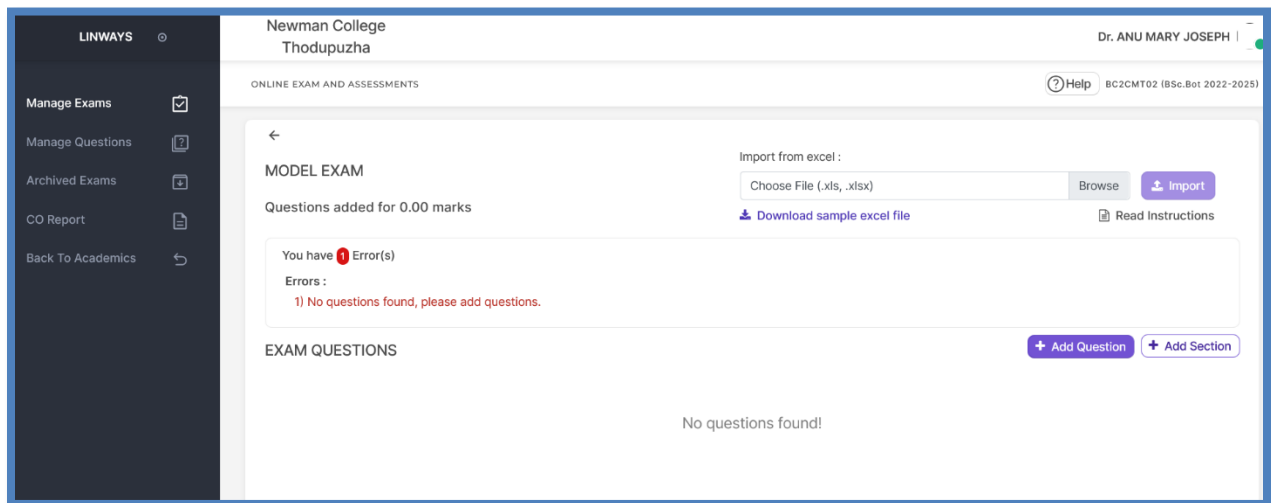
Enable student acknowledgement

**Details to be specified to set the outline of the new exam**



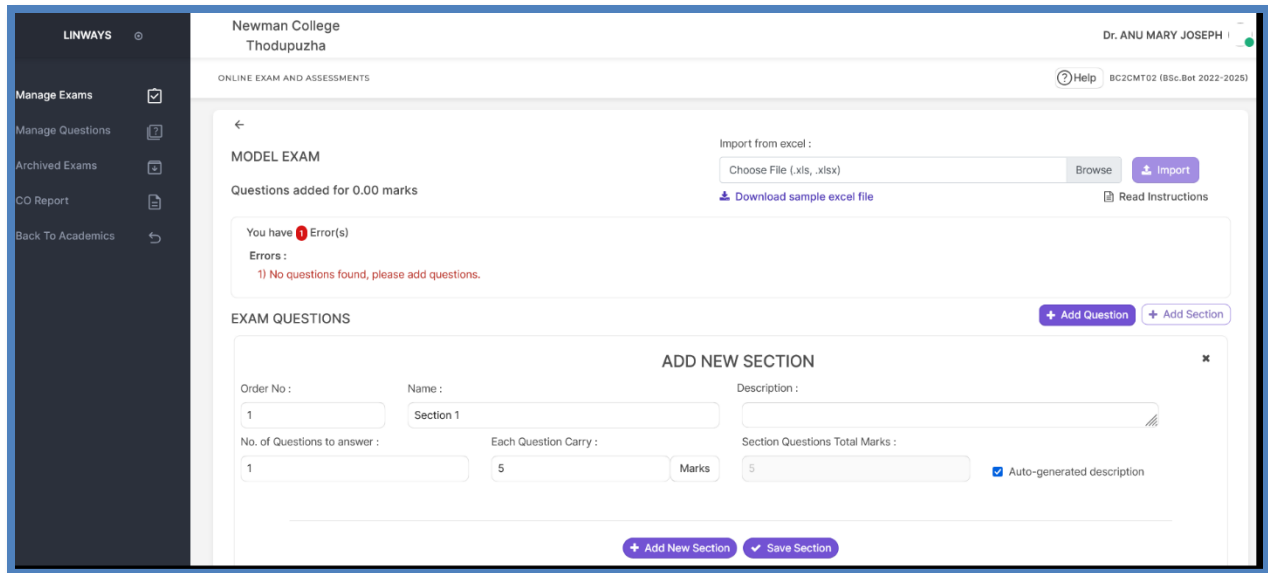
**Created Exam ready for adding questions**

Once an exam is created, we can add CO mapped questions to the exam and print the question paper for offline exams or share it with students for online exams. The questions can be added by moving to the next page by clicking on the “+” icon.



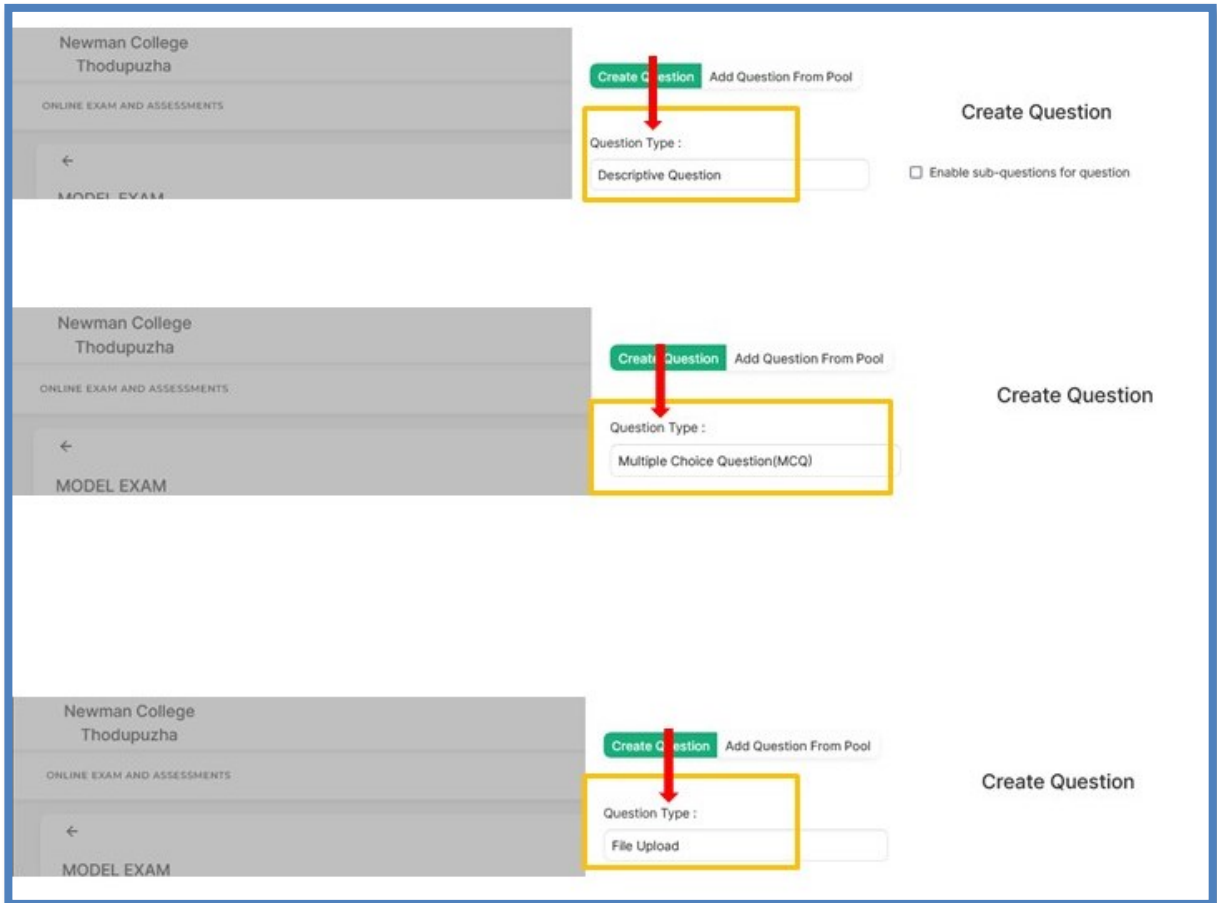
**Option for adding questions**

In the subsequent page the faculty is provided with options to structure his/her question paper and questions under different sections accordingly using “Add questions” and “Add Section” tabs.



### Creating a section in a question paper

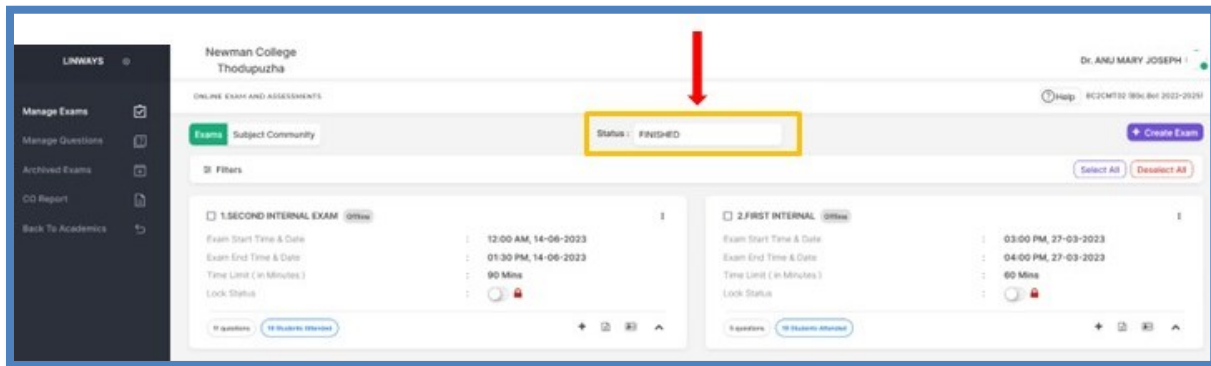
Once the sections are created the faculty can add questions in the specified sections. While creating questions, the LMS lets the faculty to place it in different sections according to his choice. Also, the faculty can mark the various questions to the predefined COs. The faculty is required to add new questions based on Bloom’s taxonomy and specify the level of question according to the taxonomy. The faculty can also add questions from the question pool if the pool is already created. The win the LMS provides options to create multiple choice questions, descriptive questions, or file upload type questions according to the requirements. The faculty can make use of any of these options as he desires. In the descriptive question section it is also possible to add sub questions if needed.



**Options to add different types of questions in the question paper while creating exams**

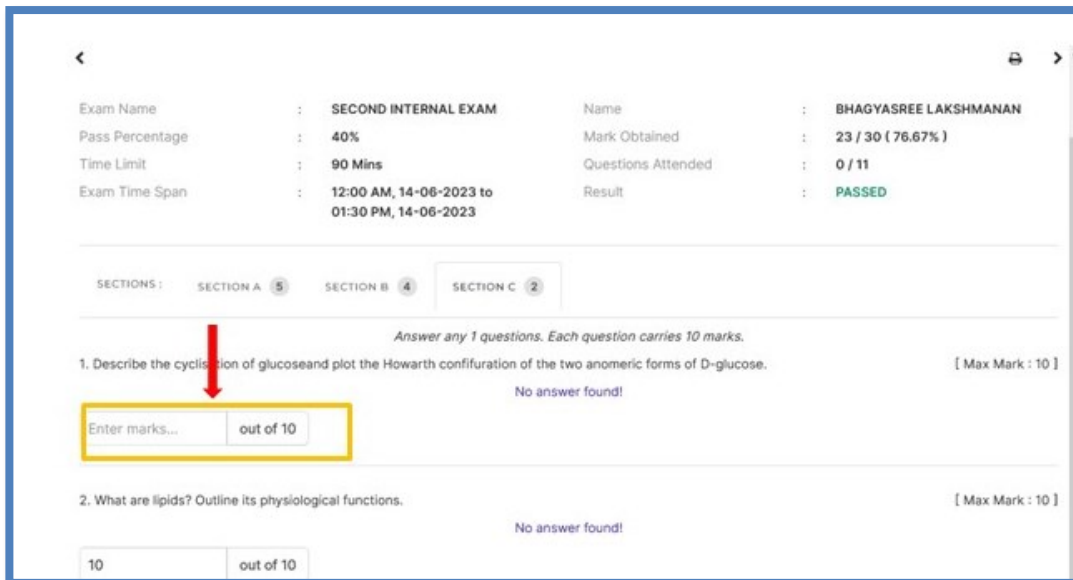


**6.4. Finished exams:** Finished exams tab will let the faculty do access a finished exam and obtain the details and results associated with it. On clicking the finished exams tile the teacher can access the older exams. He can view questions, Add marks to the questions (in case of offline exams) and obtain the consolidated marks. This marks can be directly fetched to prepare the internal mark entry portal to prepare A and B forms. The results can also be exported to excel or printed out directly.



**Accessing the finished exams**

The faculty can end the marks after valuing the answer scripts directly exist stage question or using a spreadsheet.



**Direct Mark entry against each question for each student**

# NEWMAN COLLEGE

#	Name	RegNo	Q1 (1.00)	Q2 (1.00)	Q3 (1.00)	Q4 (1.00)	Q5 (1.00)	Q6 (5.00)	Q7 (5.00)	Q8 (5.00)	Q9 (5.00)	Q10 (10.00)	Q11 (10.00)
1	ABHIRAM	220021037											
2	AIDAN KU	220021037											
3	ANAMIKA	220021037											
4	ANSHAMC	220021037											
5	BHAGYASI	220021037											
6	ESHAN KH	220021037											
7	FITHA FAT	220021037											
8	GOPIKA J	220021037											
9	HASNA SU	220021037											
10	NANDHAN	220021037											
11	SARANGU	220021037											
12	ANJANA S	220021037											
13	ANUPAMA	220021037											
14	DARSHAN	220021037											
15	DEEPU SH	220021037											
16	INDUJA R	220021037											
17	LAKSHMI	220021037											
18	NAVYA SA	220021037											
19	NAYANA E	220021037											
20	NAYANA E	220021037											
21													

Sample excel sheet for question wise mark entry generated by AMS corresponding to the question

Newman College Thodupuzha  
(Affiliated to Mahathma Gandhi University, Kottayam)  
SECOND INTERNAL EXAM

Result Consolidated Result

Sample Choose File (.xls, .xlsx) Browse Import

Instructions

#	ROLL NO	REGNO	NAME	MARKS	%	STATUS	VIEW ANSWERS
1	220401	220021037904	ABHIRAMI P S	2.5 / 10.00	41.67%	PASSED	View Answers
2	220402	220021037905	AIDAN KURIAN	6 / 10.00	20%	FAILED	View Answers

Details of Marks displayed against each student

# NEWMAN COLLEGE

#	Roll No	RegNo	Name	Attendance	Marks	%	Status
1	220401	220021037904	ABHIRAMI P S	PRESENT	12.5	41.67%	PASSED
2	220402	220021037905	AIDAN KURIAN	PRESENT	6	20%	FAILED
3	220403	220021037906	ANAMIKA SHINE	PRESENT	23	76.67%	PASSED
4	220404	220021037908	ANSHAMOL MATHEW	PRESENT	17	56.67%	PASSED
5	220405	220021037910	BHAGYASREE LAKSHMANAN	PRESENT	23	76.67%	PASSED
6	220406	220021037913	ESHAN KHAN	PRESENT	20	66.67%	PASSED
7	220407	220021037914	FITHA FATHIMA U S	PRESENT	11.5	38.33%	FAILED
8	220408	220021037915	GOPIKA J K	PRESENT	23	76.67%	PASSED
9	220409	220021037916	HASNA SULPHIKAR	PRESENT	10	33.33%	FAILED
10	220410	220021037919	NANDHANA SURESH	PRESENT	16	53.33%	PASSED
11	220411	220021037922	SARANGU SHAJI	PRESENT	19	63.33%	PASSED
12	220413	220021037907	ANJANA SASI	PRESENT	17	56.67%	PASSED

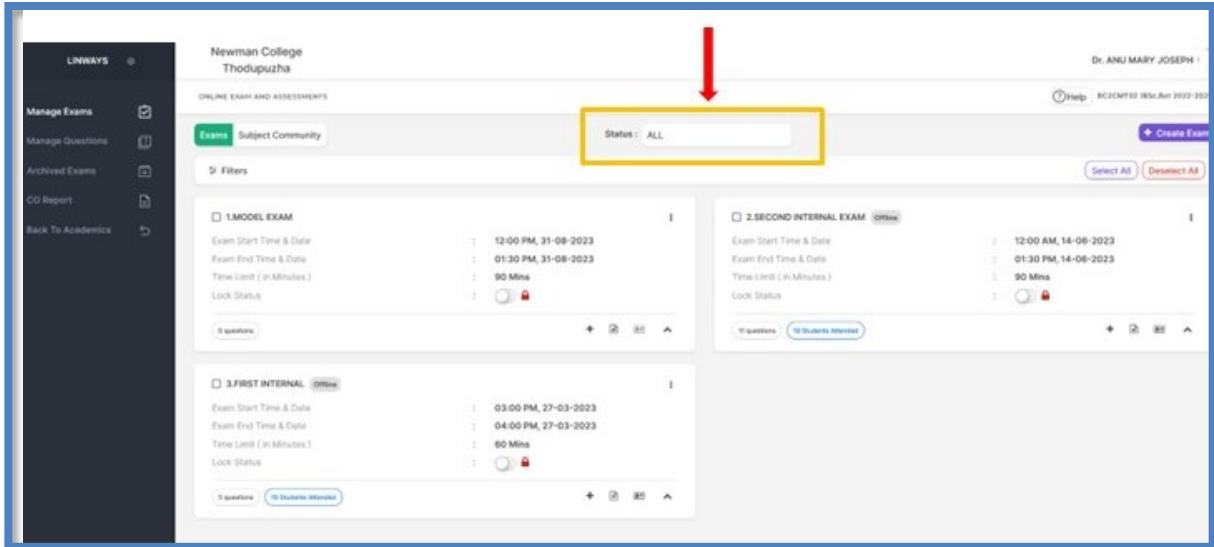
Marks exported to excel

#	Roll No	RegNo	Name	Attendance	Marks	%	Status
1	220401	220021037904	ABHIRAMI P S	PRESENT	12.5	41.67%	PASSED
2	220402	220021037905	AIDAN KURIAN	PRESENT	6	20%	FAILED
3	220403	220021037906	ANAMIKA SHINE	PRESENT	23	76.67%	PASSED
4	220404	220021037908	ANSHAMOL MATHEW	PRESENT	17	56.67%	PASSED
5	220405	220021037910	BHAGYASREE LAKSHMANAN	PRESENT	23	76.67%	PASSED
6	220406	220021037913	ESHAN KHAN	PRESENT	20	66.67%	PASSED

Mark list directly obtained in PDF format for print

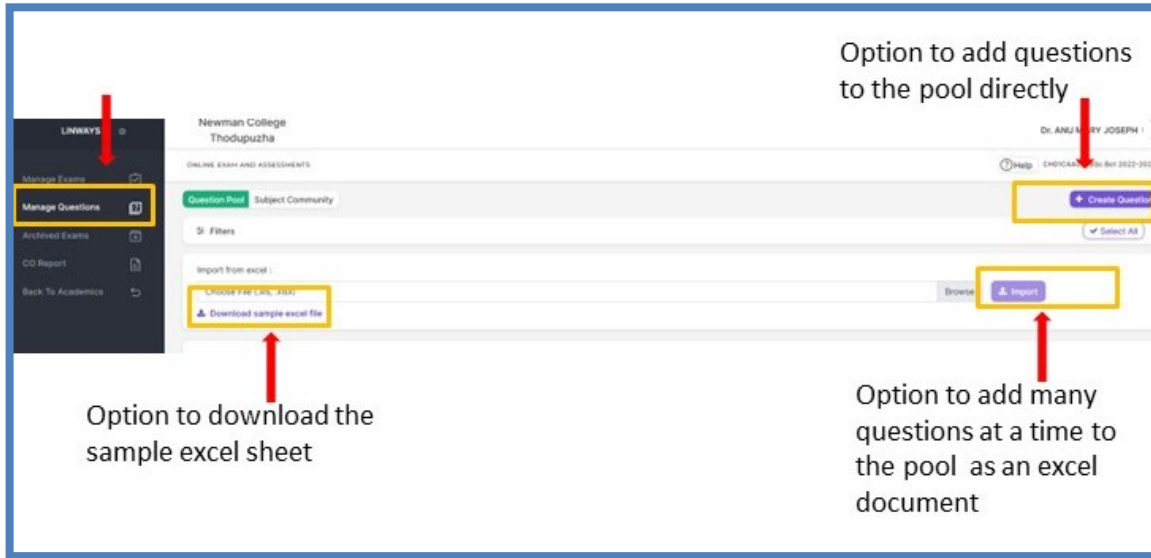


**6.5. Total exams:** This tab permits the faculty to view and answers all the exams created by him for that batch at once. The faculty can click on the particular exam’s details he wants to fetch and access it directly.

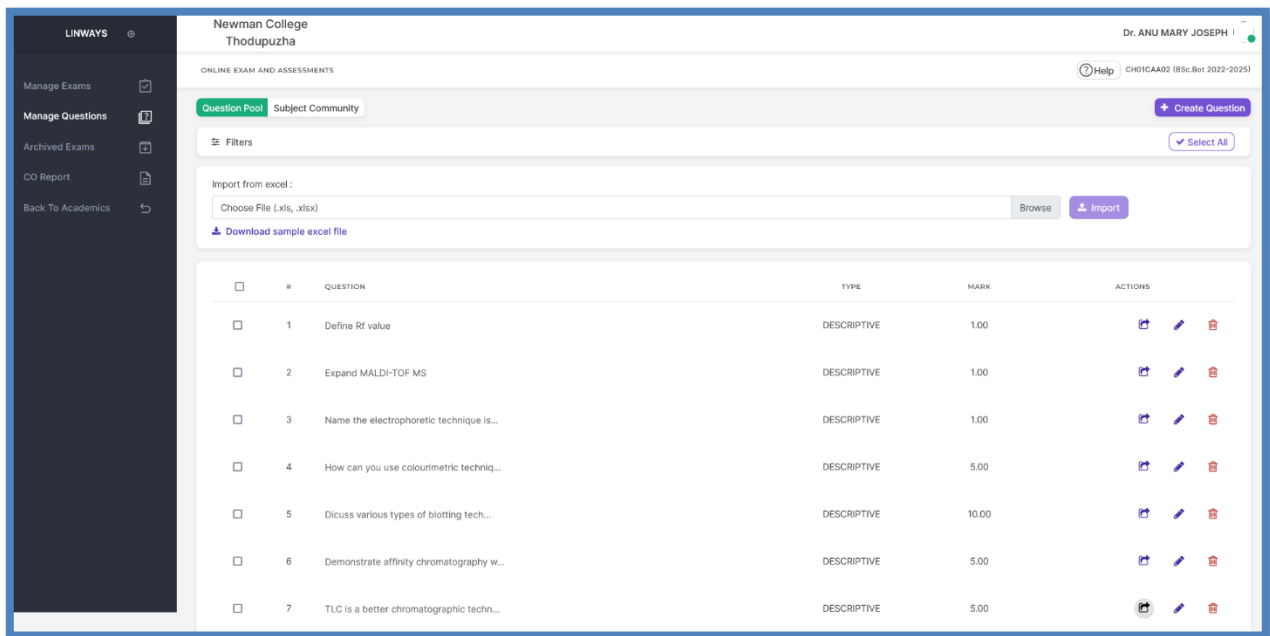


**Accessing all the exams at once through “Total exams tab”**

**6.6. Manage Questions:** This tab seen on the left side left panel of the home page of exams and assessment section will enable the facility to create a question in advance so that he or she can use them while preparing question papers for the exams he will be creating for that particular batch. The questions can be added directly one by one or the faculty can download assemble Excel sheet onto which he can directly add all the questions one by one and then upload the Excel sheet enabling one time upload of all the questions together in a single click. Creating questions for the question pool Follows the same procedure as while adding questions for the excerpts discussed under section 7.3



**Creating question pool through “Manage Questions” tab**



**Questions in created question pool**

**6.7. Archived Exams:** The archived exam staff enable the faculty to access the older exams which he has archived.

**6.8. CO Report:** This tab provides the per cent attainment of Course objectives report of the finished examinations per student based on the score secured by him/her.

The screenshot shows a web interface for Newman College, Thodupuzha. The user is logged in as Dr. ANU MARY JOSEPH. The page title is 'ONLINE EXAM AND ASSESSMENTS'. The main content is a 'CO REPORT' table for 'FIRST INTERNAL EXAMINATIONS'. The table has columns for SL NO, ROLL NO, NAME, MARKS AWARDED (MAX-MARK(30)), and CO-ATTAINMENT (CO1(%), CO2(%), CO 3(%), CO 4(%)).

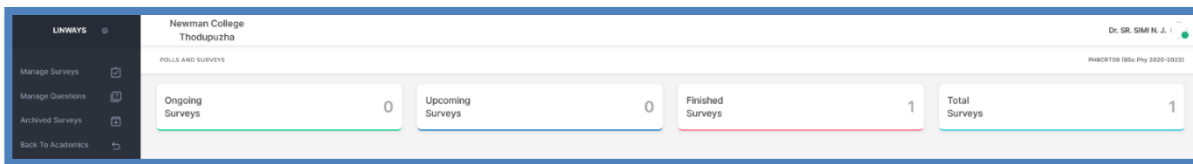
SL NO	ROLL NO	NAME	FIRST INTERNAL EXAMINATIONS				
			MARKS AWARDED	CO-ATTAINMENT			
			MAX-MARK(30)	CO1(%)	CO2(%)	CO 3(%)	CO 4(%)
1	220401	ABHIRAMI P S	28	66.67		100	50
2	220402	AIDAN KURIAN	11	20		33.33	53.33
3	220403	ANAMIKA SHINE	24	20		100	100
4	220404	ANSHAMOL MATHEW	10			40	50
5	220405	BHAGYASREE LAKSHMANAN	26	90		75	100
6	220406	ESHAN KHAN	23	80		75	86.67
7	220407	FITHA FATHIMA U S	20.5	36.67		100	25
8	220408	GOPIKA J K	28	75		75	100
9	220409	MAGMA SUDHIKAR	27	20.00		100	50

**Percent attainment of CO report**

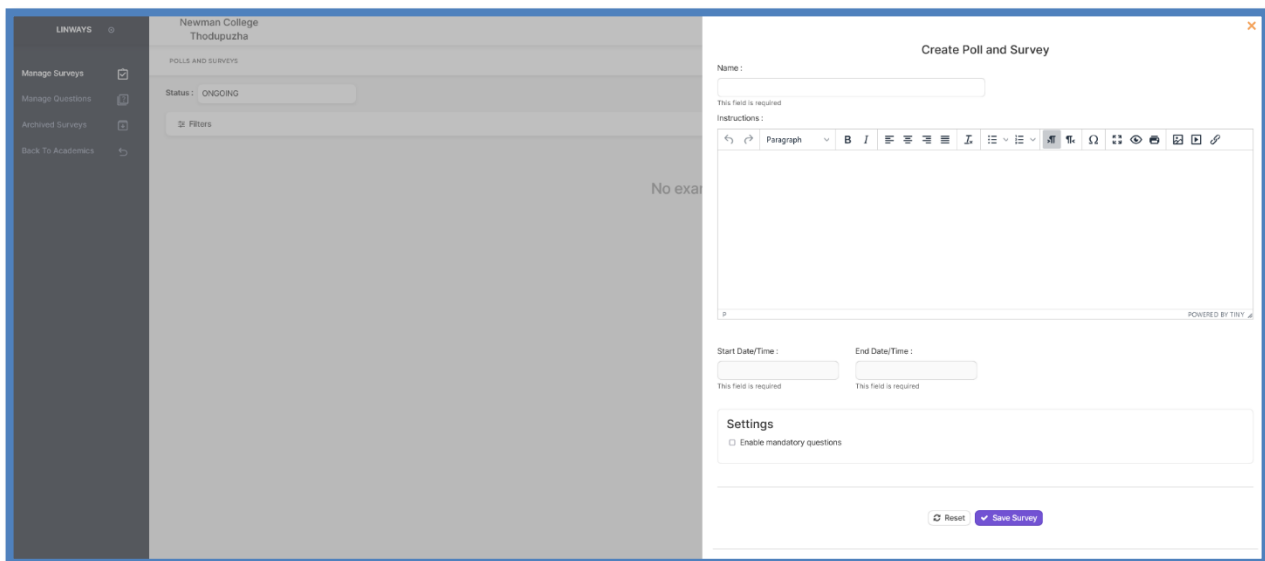
[Back](#)

## 7. Polls and surveys

This segment allows the faculty to conduct different polls and surveys for the students. The main features under this section are ongoing surveys, upcoming surveys, finished surveys, total surveys, and the options to manage service to manage questions to access. The features of this section are very familiar similar to exams and assessment section. Ask in the case of exams and assessment section a new survey can be created after clicking on any of the tabs which will lead to create board and survey option.



Home page of the section “Polls and Surveys”

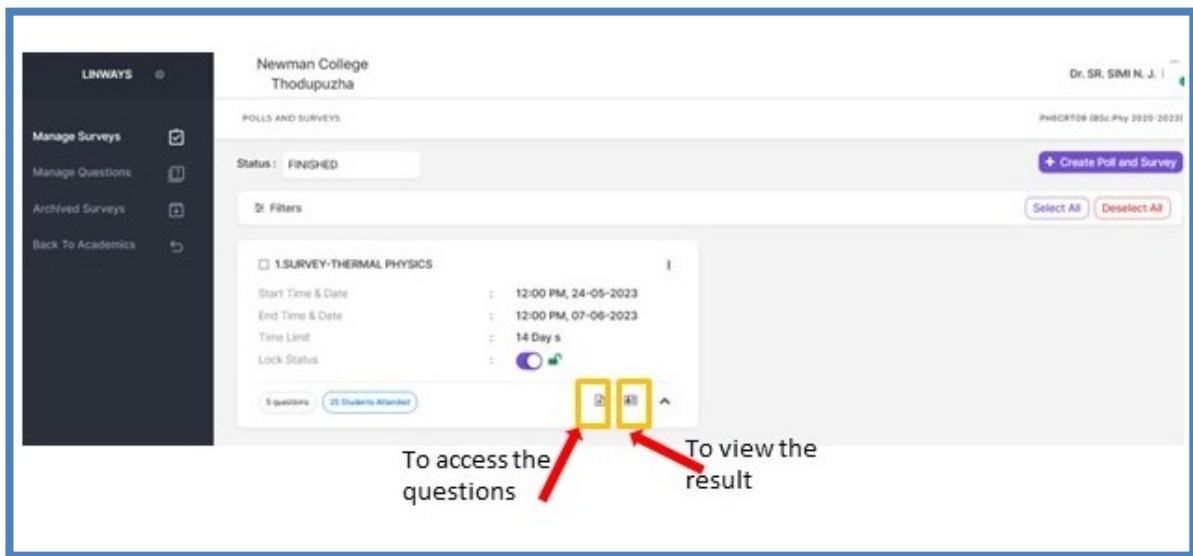


Creating a new survey/poll

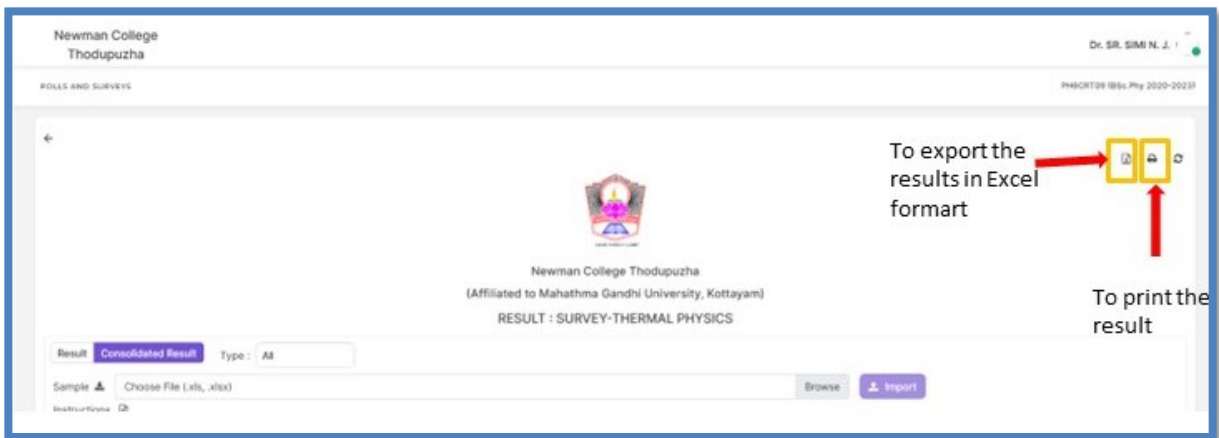
**7.1.Ongoing surveys:** This feature permits the faculty to get the details about service which are taking place at the time of inspection.

**7.2.Upcoming surveys:** This option provides the faculty a chance to review the upcoming surveys which he had already prepared and he will also be able to make changes to the surveys.

**7.3.Finished surveys:** This section lists out the finished service. The faculty can also access the finished surveys and access the results and the questions associated with it.



**Finished survey**



**Options to extract the results of a survey**

Newman College Thodupuzha  
(Affiliated to Mahatma Gandhi University, Kottayam)  
SURVEY-THERMAL PHYSICS

QUESTIONS

- To what extent the programme encouraged you to apply your knowledge and skills in real-life situations? [ Mark : 4 ] ( CO : CO1 )
  - a) 90-100% ( Mark : 4 )
  - b) 80-90% ( Mark : 3 )
  - c) 60-80% ( Mark : 2 )
  - d) 40-60% ( Mark : 1 )
- How well did the programme foster collaboration and teamwork among students? [ Mark : 3 ] ( CO : CO2 )
  - a) Very often ( Mark : 3 )
  - b) Often ( Mark : 2 )
  - c) Sometimes ( Mark : 1 )
- Did the program include discussions or assignments that required you to recognize different value systems, including your own? [ Mark : 1 ] ( CO : CO3 )
  - a) Yes ( Mark : 1 )
  - b) No ( Mark : 0 )
- Did the program cover environmental contexts and sustainable development in your coursework? [ Mark : 1 ] ( CO : CO4 )
  - a) Yes ( Mark : 1 )
  - b) No ( Mark : 0 )
- Did the Physics UG programme encourage you to apply your knowledge and skills in real-life situations? [ Mark : 1 ] ( CO : CO5 )
  - a) Yes ( Mark : 1 )
  - b) No ( Mark : 0 )

**Accessing the questions of a finished survey**

Newman College Thodupuzha  
(Affiliated to Mahatma Gandhi University, Kottayam)  
RESULT : SURVEY-THERMAL PHYSICS

Result Consolidated Result Type: All

Sample Choose File (xls, xlsx) Browse Import

Instructions

#	NAME	QUESTIONS ATTENDED	VIEW RESPONSES
1	AFNA ALI	5/5	<a href="#">View Responses</a>
2	ALFNA M. E.	5/5	<a href="#">View Responses</a>
3	AMRUTHA MONEY	5/5	<a href="#">View Responses</a>
4	ADWIN PUSHPARAJ	5/5	<a href="#">View Responses</a>
5	FATHIMA M. SHAJI	5/5	<a href="#">View Responses</a>
6	M. KRISHNAGADHA	5/5	<a href="#">View Responses</a>
7	RAJALAKSHMI K. R.	5/5	<a href="#">View Responses</a>

**Results of a finished survey**

Newman College Thodupuzha  
(Affiliated to Mahatma Gandhi University, Kottayam)  
RESULT : SURVEY-THERMAL PHYSICS

#	NAME	Q1 (4)	Q2 (3)	Q3 (1)	Q4 (1)	Q5 (1)	QUESTIONS ATTENDED	VIEW RESPONSES
1	AFNA ALI	4	3	1	1	1	5 / 5	<a href="#">View Responses</a>
2	ALIFNA M. E.	3	2	*	*	*	5 / 5	<a href="#">View Responses</a>
3	AMRUTHA MONEY	3	3	1	1	1	5 / 5	<a href="#">View Responses</a>

**Consolidated results of a finished survey**

**Responses**

SURVEY/POLL : SURVEY-THERMAL PHYSICS Name : AFNA ALI  
 Time Limit : 20160 Mins Questions Attended : 5 / 5  
 Time Span : 12:00 PM, 24-05-2023 to 12:00 PM, 07-06-2023

- To what extent the programme encouraged you to apply your knowledge and skills in real-life situations? [Max Mark : 4]  
 a) 90-100%  b) 80-90%  
 c) 60-80%  d) 40-60%
- How well did the programme foster collaboration and teamwork among students? [Max Mark : 3]  
 a) Very often  b) Often  
 c) Sometimes
- Did the program include discussions or assignments that required you to recognize different value systems, including your own? [Max Mark : 1]  
 a) Yes  b) No
- Did the program cover environmental contexts and sustainable development in your coursework? [Max Mark : 1]  
 a) Yes  b) No
- Did the Physics UG programme encourage you to apply your knowledge and skills in real-life situations? [Max Mark : 1]  
 a) Yes  b) No

**Responses of a student accessed through “view responses” option**


Newman College Thodupuzha  
(Affiliated to Mahatma Gandhi University, Kottayam)  
SURVEY-THERMAL PHYSICS  
Start Date/Time : 12:00 PM, 24-05-2023 End Date/Time : 12:00 PM, 07-06-2023  
Time Limit ( in Minutes ) : 20160 Mins  
All Student List

#	Name	Q1 (4)	Q2 (3)	Q3 (1)	Q4 (1)	Q5 (1)	stions Attended
1	AFNA ALI	4	3	1	1	1	5 / 5
2	ALIFNA M.	3	2	*	*	*	5 / 5
3	AMRUTHA	3	3	1	1	1	5 / 5
4	ASWIN PU	3	3	1	1	1	5 / 5
5	FATHIMA T	3	2	1	1	1	5 / 5
6	M. KRISHN	4	3	1	1	1	5 / 5
7	RAJALAKSH	4	3	1	1	1	5 / 5
8	RIBIN ROY	4	3	1	1	1	5 / 5
9	SHEFNA N.	1	1	*	*	*	5 / 5
10	SREEDEVI	4	3	1	1	1	5 / 5
11	AKASH SAM	*	*	*	*	*	0 / 5
12	ALEESHA J	3	2	1	1	1	5 / 5
13	ALTHAF SA	4	3	1	1	1	5 / 5
14	AMRITHA	4	3	1	1	1	5 / 5
15	ANANDHU	4	3	1	1	1	5 / 5
16	ANUJA M	4	3	1	1	1	5 / 5
17	ARUN GOV	3	2	1	1	1	5 / 5
18	ASWIN VIJ	4	3	1	1	1	5 / 5

**Results of a survey obtained as an excel file**



https://newmancollege.linways.com/onlineexam/exam/view-result/

  
**Newman College Thodupuzha**  
 (Affiliated to Mahatma Gandhi University, Kottayam)  
**SURVEY-THERMAL PHYSICS**  
 Start Date/Time : 12:00 PM, 24-05-2023  
 End Date/Time : 12:00 PM, 07-06-2023  
 Time Limit ( in Minutes ) : 20160 Mins

All Student List

#	Name	Q1 (4)	Q2 (3)	Q3 (1)	Q4 (1)	Q5 (1)	Questions Attended
1	AFNA ALI	4	3	1	1	1	5 / 5
2	ALIFNA M. E.	3	2	*	*	*	5 / 5
3	AMRUTHA MONEY	3	3	1	1	1	5 / 5
4	ASWIN PUSHPARAJ	3	3	1	1	1	5 / 5
5	FATHIMA M. SHAJI	3	2	1	1	1	5 / 5
6	M. KRISHNAGADHA	4	3	1	1	1	5 / 5
7	RAJALAKSHMI K. R.	4	3	1	1	1	5 / 5
8	RIBIN ROY	4	3	1	1	1	5 / 5
9	SHEFNA NAZAR	1	1	*	*	*	5 / 5
10	SREEDEVI SABU	4	3	1	1	1	5 / 5
11	AKASH SANTHOSH	*	*	*	*	*	0 / 5
12	ALEESHA JOJI	3	2	1	1	1	5 / 5
13	ALTHAF SAKKEER HUSSAIN	4	3	1	1	1	5 / 5
14	AMRITHA S.	4	3	1	1	1	5 / 5
15	ANANDHU SAJEEV	4	3	1	1	1	5 / 5
16	ANUJA M S	4	3	1	1	1	5 / 5
17	ARUN GOVIND	3	2	1	1	1	5 / 5
18	ASWIN VIJU	4	3	1	1	1	5 / 5
19	BISMI BASHEER	4	3	1	1	1	5 / 5
20	JETEENA JOSEPH	4	3	1	1	1	5 / 5

26-08-2023, 03:19 pm

**Print** 2 sheets of paper

Destination

Orientation

Pages

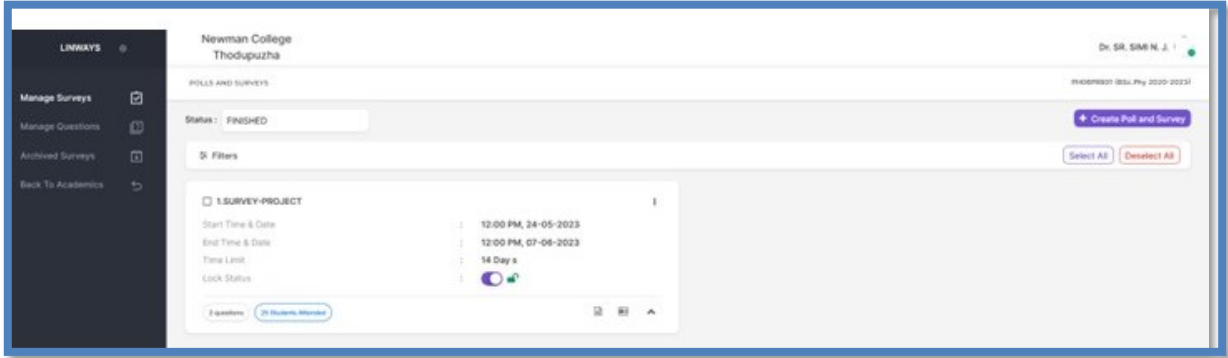
Color mode

More settings

### Option to print the results of a survey directly or to save it as a pdf

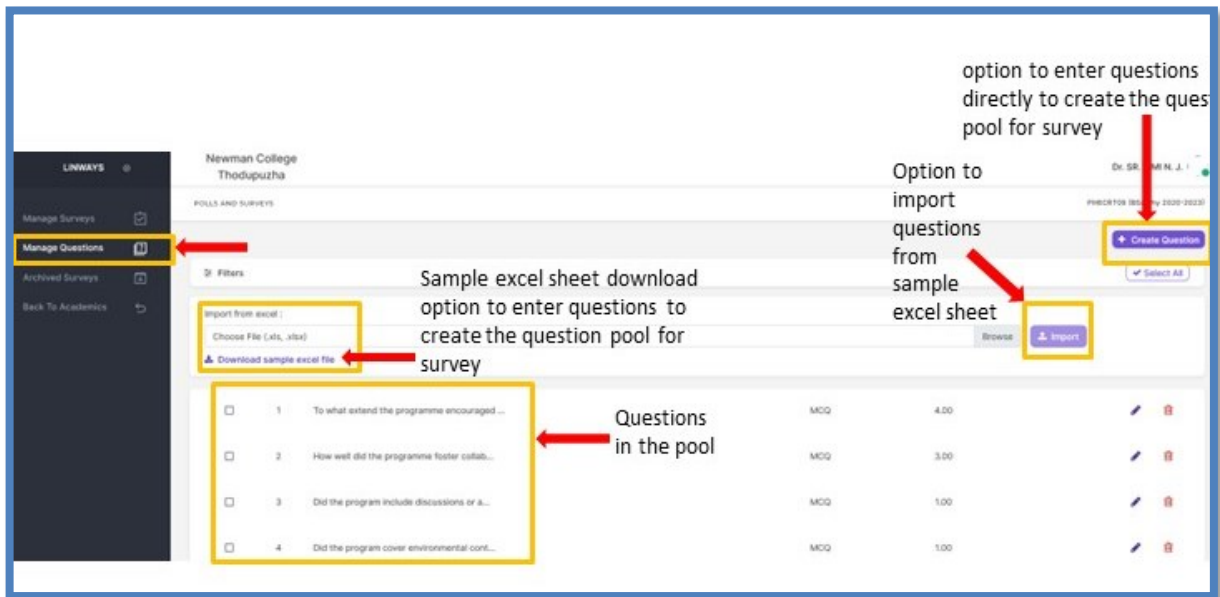
**7.4.Total surveys:** On choosing the total survey of tab the faculty can view all the surveys created by him namely finished, upcoming and ongoing.

**7.5.Manage surveys:** On clicking on manage survey tab the faculty can view a list of surveys created by him. The faculty can access the surveys and take necessary actions.



**Accessing the surveys through ‘Manage Surveys’ tab**

**7.6. Manage Questions:** This tab leads us to the option where the faculty can add questions for the poll through different options. He can include questions using the sample spreadsheet or directly. He can also edit the previously added questions or delete them here.

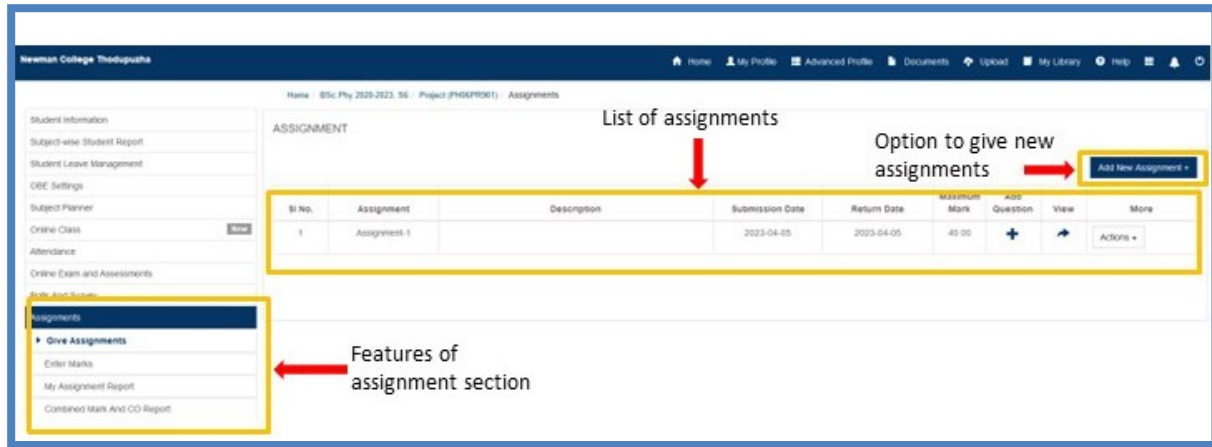


**Features of “Manage questions” tab**

**7.7. Archived surveys:** This option lists the star rays archived by the faculty. He can access them and edit them for the results or questions in any later stage using this tab.

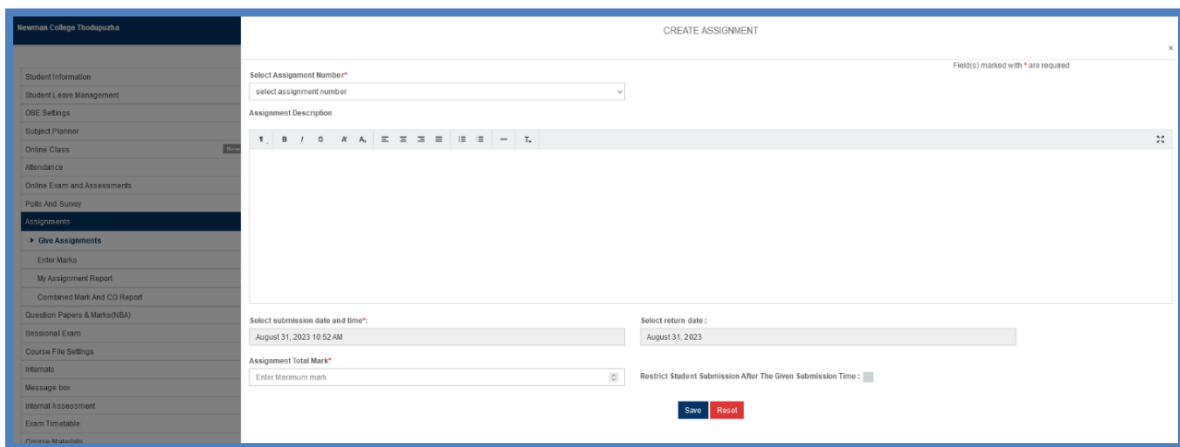
[Back](#)

**8. Assignments:** This option lets the faculty to give assignments to the students evaluate them online and give marks to them the faculty can give CO marked assignments and the results of the assignment can be directly incorporated into the A and B forms for end semester examination. When we click on the assignment tab the faculty will be directed to a page That displays the already given assignments, Option to give new assignment. The features under this section are Give assignments, Enter marks, My assignment report and Combined marks and CO report.



**The Home page of Assignments Tab**

**8.1. Give assignments:** The faculty can gain assignments today students using this option. In order to give an assignment, the facility has to create an assignment specifying the assignment number, required instructions, time frame for submission and the marks.



**Page to create a new assignment**

Once the assignment is created, the faculty has to select the assignment number and add the specific questions which the students should answer in the assignment. He can also map the assignment to respective course objectives and then save it. The faculty can add any number of questions and distribute the total marks of the assignment in between these questions.

**ASSIGNMENT 2 - ADD QUESTIONS**  
MAXIMUM MARK - 2.00

**Question**

Submit the Numerical problems based on colligative properties

**Mark\*** **Blooms level (complexity and specificity of question)**

**Map question to course outcomes**

CO1 CO2 CO3 CO4

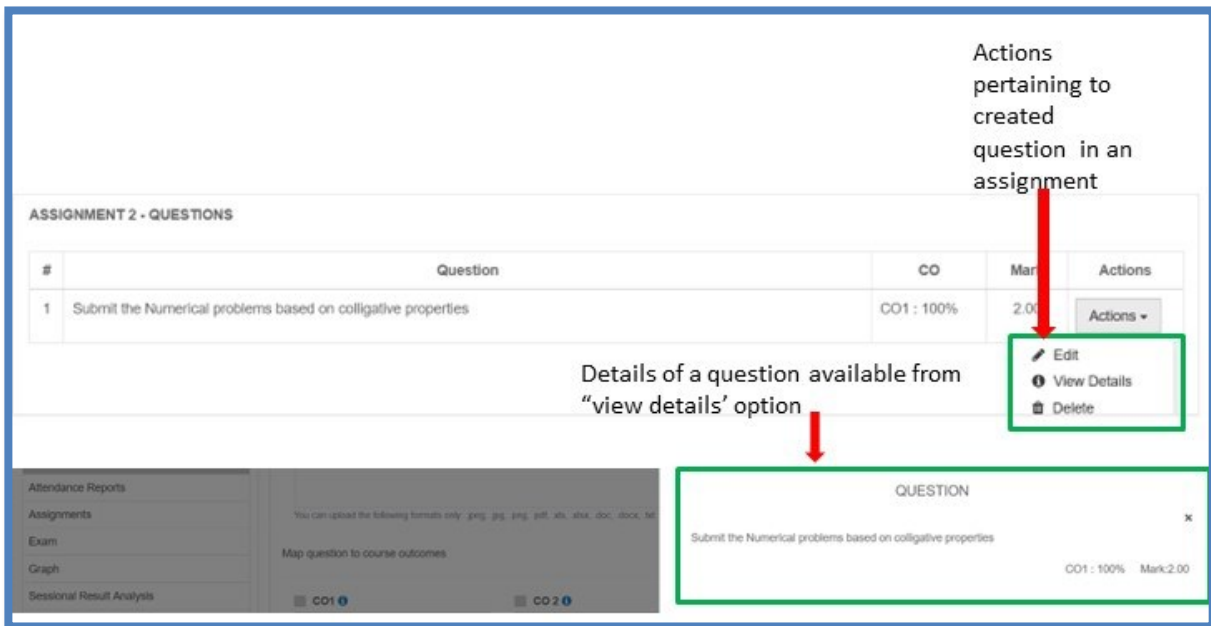
**View of saved question in an assignment**

**Actions pertaining to created question in an assignment**

#	Question	CO	Mark	Actions
1	Submit the Numerical problems based on colligative properties	CO1 : 100%	2.00	Actions

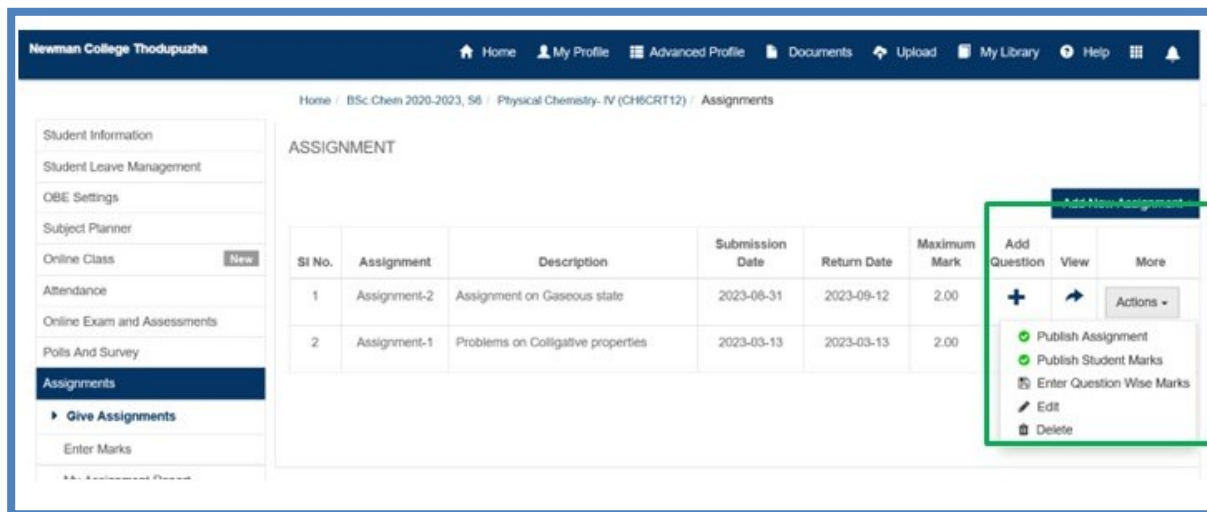
**Adding questions in an assignment**

The details pertaining to the saved assignment is immediately visible to the faculty where he/she can perform a number of actions such as edit, view detail or delete the assignment all of which are available in a pop up window on clicking on the “actions” tab.. The edit option leads the faculty to the same page where he has already created the particular assignment and he/ she can modify the assignment as if he is creating it for the first time.



### Actions for created questions in an assignment

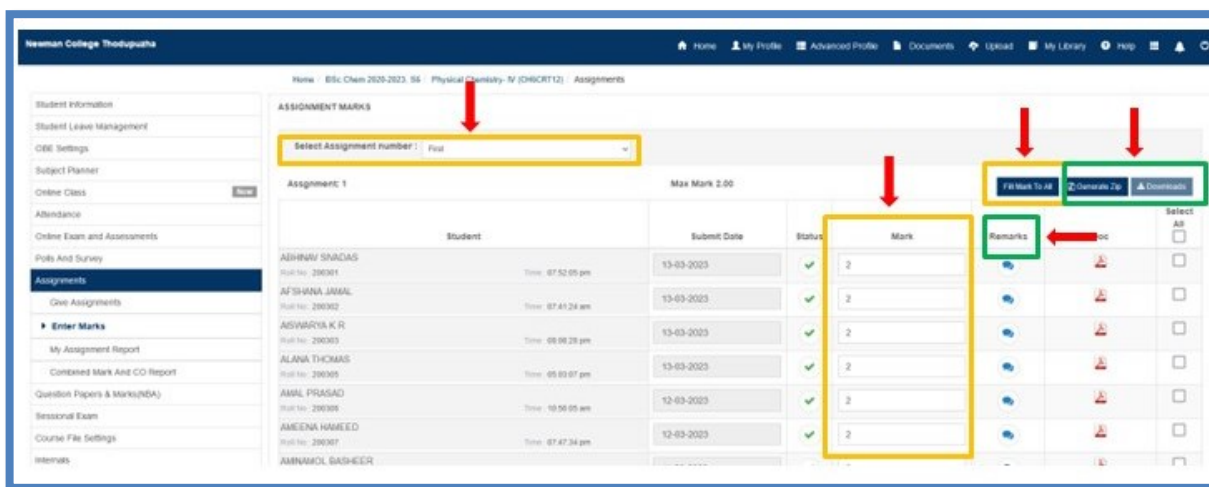
Once the questions are added and the faculty had said his assignment the homepage of the assignment tab will contain the assignment listed over there. On the home page the faculty is provided with options to further edit the assignment or delete it or add new questions etc. For the new assignments created there will be two unearthed options namely publish the assignments and publish student marks along with the other options. The assignment will be visible in student sites once the faculty publish the assignment. Once the faculty publish the assignment, the student will get the intimation and he can submit the assignment understanding the requirements and within the time frame mentioned. Similarly once the students have submitted their assignments the faculty can evaluate them and give marks to the assignments and he can publish them so that the students can view the marks awarded to their assignments.



Option to publish the created assignment

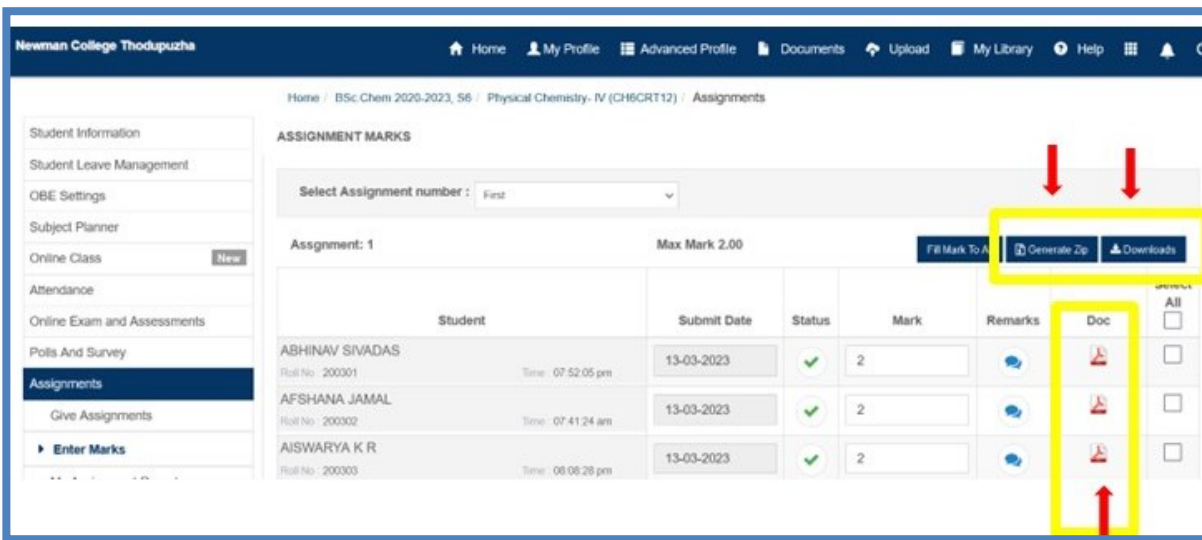
## 8.2. Enter marks

Mark entry process for assignments is much similar to the mark entry process for online exams and assessments previously discussed. The faculty should select the assignment number which will display the list of students to whom he should give the marks. He can award the marks to each student against the name. Also the marks can be directly printed out or saved in pdf format or exported as an excel document.



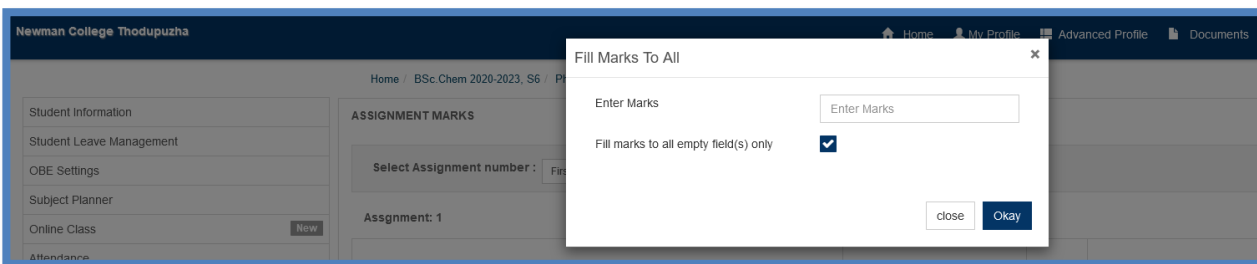
Awarding marks for an assignment

The faculty can download all the submitted assignments as a zip file to evaluate them using the “create zip” and “download” tabs or he can view the assignments uploaded by individual students by clicking on the pdf icon against each student.



## Options to view the submitted assignments for evaluation

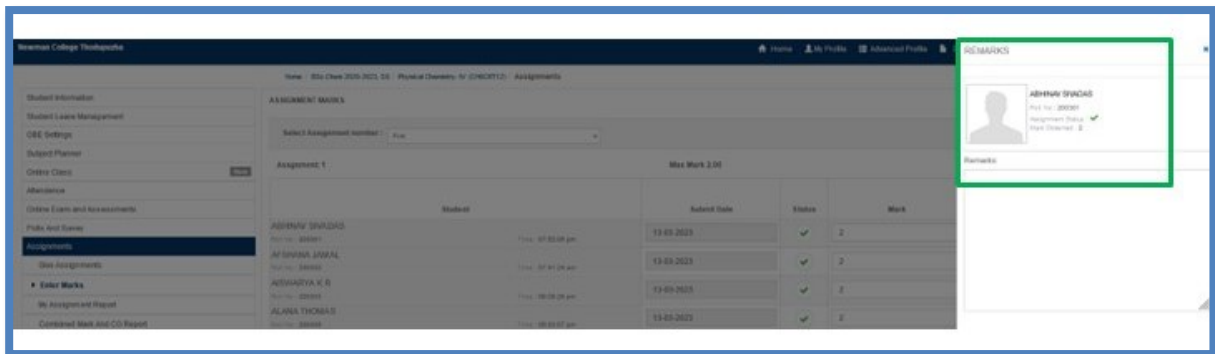
If the faculty wishes to give same marks to majority of students, he can choose another option. He can choose the “fill marks to all” tab which will pop up a window where he can specify the marks that is to be given and click “okay”.



## “Fill Marks to All” option for awarding marks to the assignment

This section also allows the faculty to give comments to the submitted assignment against each student using the “Remarks” tab. The faculty can add comments to individual student

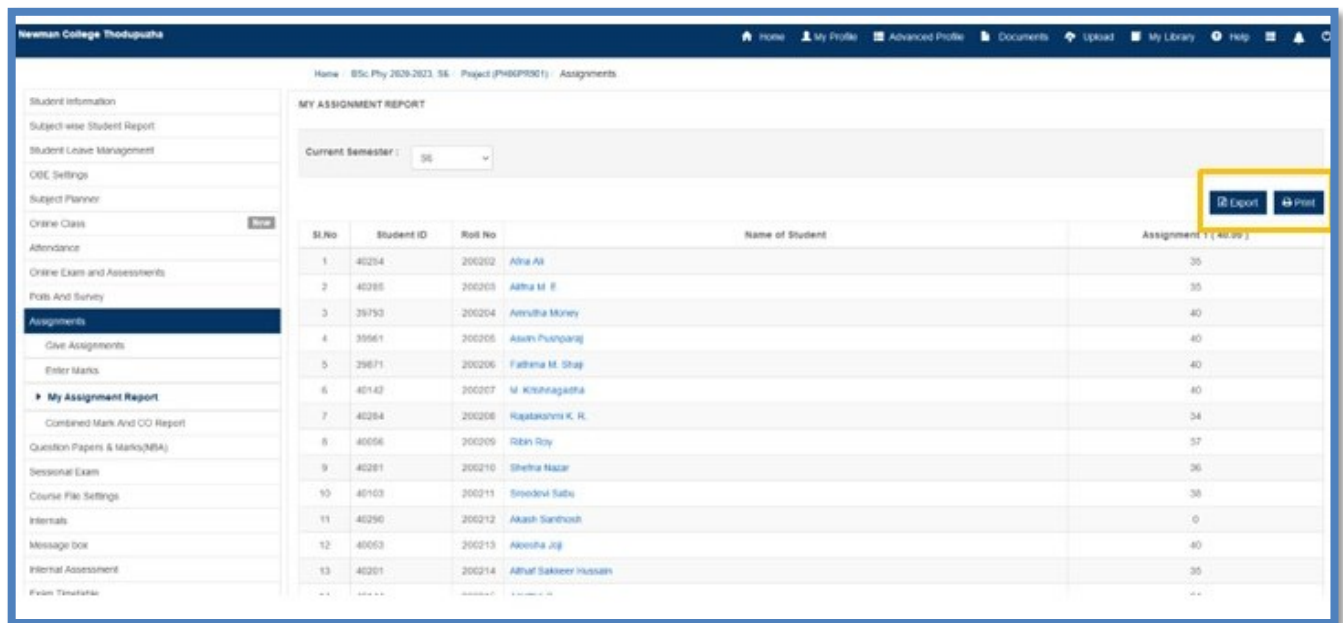
in the pop-up window that appears when he clicks on the icon in the remark column against that particular student.



Option to give personalized comments to the submitted assignment

### 8.3. My assignment reports:

This feature permits the faculty to view the result of the assignment, to print it, or to export the data in excel format.



“My assignment report” feature



### 8.4. Combined marks and CO report

This section allows the faculty to obtain the marks secured by the students and CO attainment percentage simultaneously.

Home / BSc.Bot 2022-2025, S1 / Elementary Biochemistry (CH01CA02) / Assignments

ASSIGNMENT REPORT

Check this to Include Mark Details:  and Course Outcome:  Export

Sl.No	Roll No	Name	Assignment-1					Assignment-2				
			Marks Awarded		CO-Attainment			Marks Awarded		CO-Attainment		
			Max-mark(10.00)	CO1(%)	CO2(%)	CO3(%)	CO4(%)	Max-mark(2.00)	CO1(%)	CO2(%)	CO3(%)	CO4(%)
1	220401	ABHIRAMI P S	*	*	*	*	*	2				100
2	220402	AIDAN KURIAN	*	*	*	*	*	2				100
3	220403	ANAMIKA SHINE	*	*	*	*	*	2				100
4	220404	ANSHAMOL MATHEW	*	*	*	*	*	2				100
5	220405	BHAGYASREE LAKSHMANAN	*	*	*	*	*	2				100
6	220406	ESHAN KHAN	*	*	*	*	*	2				100
7	220407	FITHA FATHIMA U S	*	*	*	*	*	2				100
8	220408	GOPIKA J K	*	*	*	*	*	2				100
9	220409	HASNA SULPHIKAR	*	*	*	*	*	2				100

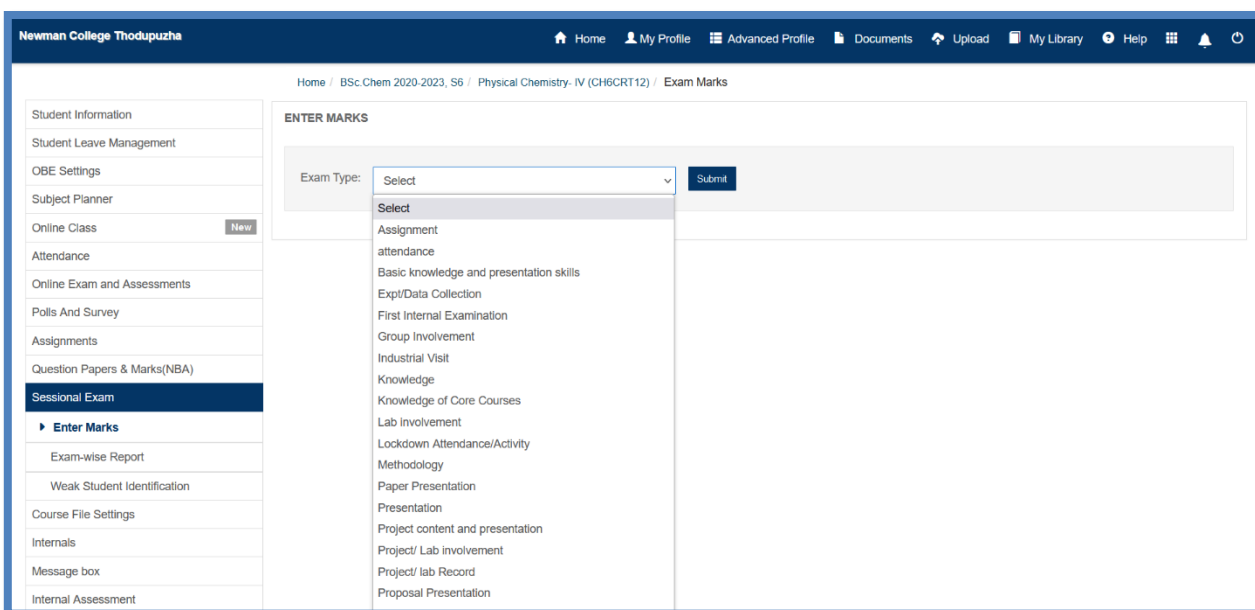
Combined marks and CO report for assignment

[Back](#)

**9. Sessional Exam:** This section facilitates the internal mark entry of students to generate A and B forms to be submitted to the university for end semester exams.

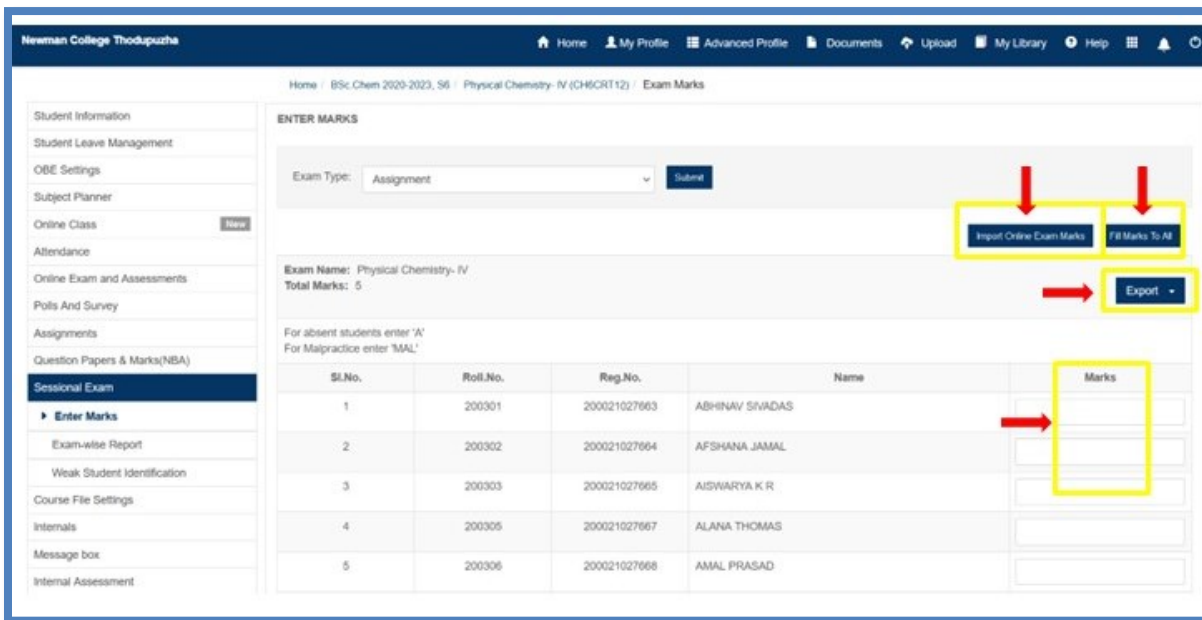
**9.1. Enter Marks:**

Here, the faculty should select the category of exam to which the internal marks should be awarded to the students. The “Exam type” would have already been assigned to the particular subject according to university regulations by the ADMIN. The faculty can award internal marks to that particular categories only which have been assigned to the subject.



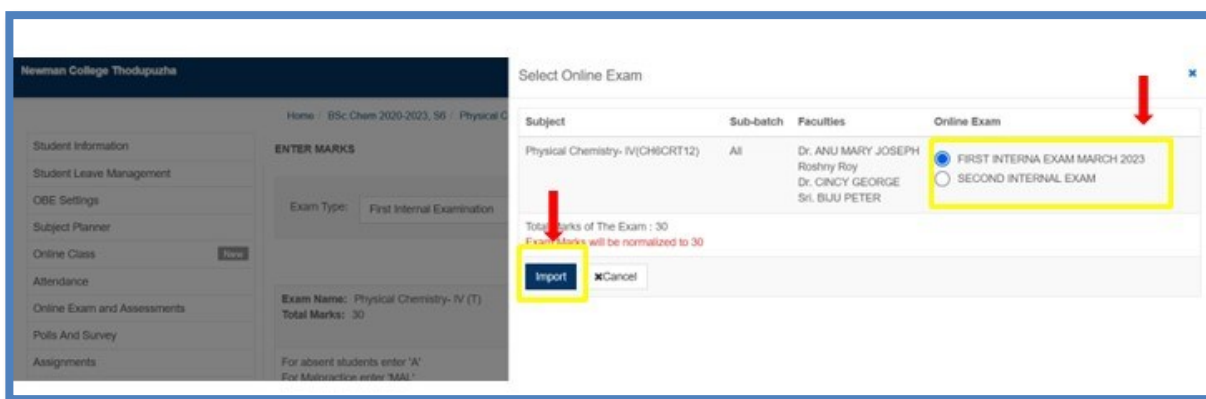
**“Enter Marks” section of “Sessional Exam” feature**

For example, if the faculty wants to award internal marks for assignments, he can avail any of the three options namely “import online exam marks”, “fill marks to all” or “awarding marks against individual students. If the assignments were evaluated using the “Assignments” feature described previously, the faculty can import the marks directly from it using the “import online exam marks” tab. “Fill marks to all” feature is just as described under assignment section.



**Options for awarding internal marks**

The process of importing online exam marks is outlined taking the internal mark entry of first internal exam for a particular subject. When the faculty clicks in the “import online exam marks” tab, a pop up window will appear listing out all the online exams conducted for the particular subject by the faculty. The faculty can select the exam of interest and click on “import” tab.



**“Import online exam marks” feature**

**12.2 Exam-wise report:** This will give the consolidated report of the internal marks components per semester. The report will offer a preview of the internal marks before finalizing the same to generate A and B forms.

Home / BSc Chem 2020-2023, S6 / Physical Chemistry Practical (CH6CRP05) / Exam Marks

Set cutoff:  %

RollNo	Reg. No.	Name of student	First Internal Examination(40)	Second Internal Examination(40)	Assignment(5)	Record(4)	attendance(2)	Test Paper(4)
200301	200021027663	ABHINAV SIVADAS	--	--	--	4	2	4
200302	200021027664	AFSHANA JAMAL	--	--	--	4	2	4
200303	200021027665	AISWARYA K R	--	--	--	4	2	4
200305	200021027667	ALANA THOMAS	--	--	--	4	2	4
200306	200021027668	AMAL PRASAD	--	--	--	4	2	4
200307	200021027669	AMEENA HAMEED	--	--	--	4	2	4
200308	200021027670	AMINAMOL BASHEER	--	--	--	4	2	4
200309	200021027671	ANU RAMACHANDRAN	--	--	--	4	2	4

**Exam-wise Report for a particular subject**

[Back](#)

## 10. Course File Settings

A course file is essentially a document that includes all the necessary details regarding the batch, assessment, and overall outcomes of the course. It is very much recommended that each faculty should keep a course file for the subjects he teaches. Linways Academic Management System (AMS), as it already will have most of the information of the course and students, will let faculties generate a course file with all the necessary details with a single click. Instead of spending hours on gathering and processing data, the faculties can print out a custom-tailored course file within seconds.

Once the faculty is inside the batch, he can find the course file settings right there on the side menu on the left. All he has to do is click on that, select the details he wants in the course file and click on the course file button down below. Linways have also included options to add details like course objective, course outcomes, syllabus etc. just so that the faculty don't have to go anywhere else if he forgot to include those details already. The faculty can save the pdf format or choose to print it at his convenience.

The screenshot displays the 'COURSE FILE (NEW)' configuration page in the Newman College LMS. The interface is divided into several sections:

- Left Sidebar:** A navigation menu with categories like 'Student Information', 'Attendance', 'Assignments', and 'BATCH WISE REPORTS'. The 'Course File Settings' section is highlighted with a red box, containing options such as 'Add Course Objective', 'Add Course file Objectives/ File Upload', 'Time Table Settings', 'Add Syllabus', and 'Add Course Outcomes'.
- Central Preview Area:** Shows the Newman College Thodupuzha logo and name, with the text '(Affiliated to Mahatma Gandhi University, Kottayam)'. A 'Print' button is visible in the top right corner of this area.
- Right Panel:** A configuration area with a list of settings to be ordered. A red box highlights the following checked items: 'Special events', 'Special events with holiday', 'First Internal Examination(30)', 'Second Internal Examination(30)', 'Assignment(2)', and 'Attendance(3)'. Below this, there are sections for 'Assignments' (Assignment 1, 2, 3), 'Marks For Assignments', 'Normalised Marks', 'Course Plan', 'Schedule Of Works', 'Batch Timetable', and 'timetable date'. At the bottom right, there are fields for 'Title For Signature', 'HoD Signature', 'Show HoD Signature', 'Evaluation Report', and 'Detailed Normalized Marks'.

## Creating Course file for a batch

**Newman College Thodupuzha**

**(Affiliated to Mahathma Gandhi University, Kottayam)**



**Course File**

**ON**

**Methodology and Perspectives of Physics**

**PH1CRT01**

**[SEMESTER(S1) Physics]**

**COURSE FILE**

**BY**

**Dr. SR. SIMI N. J. - Assistant Professor**

NAME OF STAFF	Dr. SR. SIMI N. J.
COURSE NAME	Methodology and Perspectives of Physics
COURSE CODE	PH1CRT01
TEACHING SCHEME	
CREDITS	0
COURSE SYLLABUS CODE	PH1CRT01
SEMESTER	S1
BRANCH	Physics
STREAM	
BATCH	2022 - 2025
ACADEMIC YEAR	2022 - 2022

**Front page of the course file created**

Subsequent pages will contain the details as chosen by the faculty

Syllabus

**Semester-I**

Core Course: I

Credit %u2013 2 (36 hours)

PHICRT01: METHODOLOGY AND PERSPECTIVES OF PHYSICS

**Module I**

Concepts and Development Physics:

(8hours)

Development of physics in the last century and the birth of new scientific concepts with reference to scientific contributions of Galileo, Newton, Einstein, J J Thomson, Curies, Rayleigh, Max Plank, Heisenberg and Schrodinger (qualitative understanding). Contributions of Indian physicists -C V Raman, H J Babha, J C Bose, S N Bose, M Saha, S Chandrasekhar, Vikram Sarabhai, (Topics in this part require qualitative study only )

References:

1. Feynman lectures of Physics
2. Concepts of Modern Physics: ArtherBeisser,
3. Modern Physics: Kenneth Krane
4. Modern Physics: R Murugesan
5. [https://www.nobelprize.org/nobel\\_prizes/physics/laureates/](https://www.nobelprize.org/nobel_prizes/physics/laureates/)

**Module II**

(18 hours)

Number systems- Decimal, hexadecimal and Binary: Conversions, Binary arithmetic addition, subtraction and multiplication. %u2019s and %u2019s complement subtraction %u2013signed binary numbers. Signed binary arithmetic, BCD code, ASCII code, Significance of binary number system in digital electronics, microprocessors and in computers,

Introductory Vector Analysis - Applications of vectors in Physics. Differential and integral vector calculus: %u2013 The operator %uF0D1- physical significance of Gradient, Divergence and Curl, Line integral surface integral and volume integral of vectors

Co-ordinate systems:Cartesian Co-ordinate system, plane polar and spherical polar coordinates, cylindricalcoordinates (Basic ideas with examples in physics),

References:

6. Introduction to Electrodynamics, David J. Griffiths, Prentice Hall India Pvt. Ltd., Chapter 1

**Representative sample of the details in a course file of a particular subject for a particular batch**



8. University Physics, Roger A Freedman, Hugh D Young 14th edition
9. Digital electronics: Albert Paul Malvino
10. Digital logic and computer design %u2013 M. Morris Mano, PHL.

**Module III**

Experimental methods and error analysis

(10 hrs)

Experimental methods, least count of instruments, Instruments for measuring mass, length, time, angle, current, voltage. Fundamental units. Precision and accuracy of measurements, source of error in measurements, necessity of estimating errors, types of errors, reading error of instrument, calibration error, random error, systematic error, significant digits, order of magnitude and rounding of numbers, rounding error, absolute and relative errors. Errors of computation- addition, subtraction, multiplication, division, error in power and roots, Propagation of errors, analysis of data, standard deviation, calculation of mean value.

References:

1. Text book: Advanced course in Practical Physics by D Chattopadhyay- Chapter-1
2. Practical Physics, G L Squires, Third edn. Cambridge University Press.
3. The theory of Errors in Physical Measurements- J C Pal- New Central Book Agency- 2010

**Course Outcome**

**Core Course 1- Methodology & perspectives of Physics (PHICRT01)**

- CO1 - Acquire an overview on the inspiring history in the development of physics.
- CO2 - Solve problems related to different number systems, vector and coordinate systems.
- CO3 - Distinguish different types of errors and calculate errors in different measurements.
- CO4 - Attain knowledge on the importance of care to be taken while doing experiment and distinguish different types of errors that can be involved in the experiment.
- CO5 - Analysis of data using simple statistical techniques.

**Representative sample of the details in a course file of a particular subject for a particular batch**

**Student's List**

Roll No	Student ID	University Reg. No	Admission No	Student Name
220201	41594	220021034066	41594	ABHINAV JAYESH
220202	41256	220021034067	41256	AIRIN C JOMON
220203	41419	220021034070	41419	ATHULYA BIJU
220204	41641	220021034074	41641	GANGAMOLA R
220205	41706	220021034076	41706	HIZANAFATHIMA E A
220206	41384	220021034078	41384	MALAVIKA SURESH
220207	41213	220021034079	41213	MANIKANDAN V M
220208	41559	220021034081	41559	MUHASINA SIRAJ
220209	41656	220021034082	41656	SNEHA GOVINDAN
220210	41464	220021034084	41464	VIJAY ANIL
220211	41351	220021034065	41351	ABEY ANTO
220212	41653	220021034068	41653	ALAN K CYRIL
220213	41597	220021034069	41597	ARJUN P J
220214	41212	220021034071	41212	AUSTIN JOSE
220215	41513	220021034072	41513	BHARATHCHANDRAN C
220216	41698	220021034073	41698	FIRDOUSE MUHAMMED
220217	41319	220021034075	41319	GIFTY FRANCIS
220218	41357	220021034077	41357	JOAN JAISON
220221	41423	220021034083	41423	STEBIN BABU

**Internal Exam Marks**

Roll No	Student ID	Name of student	First Internal Examination[30]	Second Internal Examination[30]	attendance[5]
220201	41594	ABHINAV JAYESH	12.5	25	5
220202	41256	AIRIN C JOMON	19.5	29	5
220203	41419	ATHULYA BIJU	24.5	17.5	5
220204	41641	GANGAMOLA R	11.5	23.5	5
220205	41706	HIZANAFATHIMA E A	12.5	12	5
220206	41384	MALAVIKA SURESH	15.5	19.5	5
220207	41213	MANIKANDAN V M	30	30	5
220208	41559	MUHASINA SIRAJ	27	18	5
220209	41656	SNEHA GOVINDAN	18	19.5	5
220210	41464	VIJAY ANIL	18.5	15	4
220211	41351	ABEY ANTO	23.5	25.5	5
220212	41653	ALAN K CYRIL	11	19.5	5
220213	41597	ARJUN P J	23.5	19	5
220214	41212	AUSTIN JOSE	29.5	30	5
220215	41513	BHARATHCHANDRAN C	17.5	17.5	5
220216	41698	FIRDOUSE MUHAMMED	14.5	19	5
220217	41319	GIFTY FRANCIS	30	30	5
220218	41357	JOAN JAISON	24.5	14.5	5
220221	41423	STEBIN BABU	12.5	15.5	5

**Representative sample of the details in a course file of a particular subject for a particular batch**

[Back](#)

## 11. Internals:

This feature enables the generation of A forms of each subject by the faculty-in-charge.

**11.1. Define Rule:** Here the faculty can define the rules according to which the internal marks entered by him should be used to generate A- forms adhering to university regulations.

The screenshot displays the 'Define Rule' interface for setting up internal marks. It features a sidebar on the left with a menu where 'Internals' is selected, and 'Define Rule' is the active sub-option. The main area is titled 'DEFINE RULE' and is divided into three sections for different exam groups. Each section includes a dropdown for 'Select exams for group', a numeric input for 'Marks per exam', a text input for 'Label', a dropdown for 'Mark selection method', and a numeric input for 'Select Best'. Below each section are checkboxes for 'All fields are mandatory' and 'Enable Mark Range'. At the bottom of the form, there are buttons for 'Create new exam group' and 'Remove exam group', a checkbox for 'Do you want to include attendance mark?', and a 'Submit' button.

“Define rule” section under “internals” feature

## 11.2. Generate internal marks

Once the rules for internal marks are defined, the faculty can use this tab to generate internal marks which will appear as shown in the figure.

Newman College Thodupuzha

[Home](#) [My Profile](#) [Advanced Profile](#) [Documents](#) [Upload](#) [My Library](#) [Help](#)

Home / BSc Chem 2020-2023, S6 / Physical Chemistry- IV (CH6CRT12) / Auto Normalize

- Student Information
- Student Leave Management
- OBE Settings
- Subject Planner
- Online Class New
- Attendance
- Online Exam and Assessments
- Polls And Survey
- Assignments
- Question Papers & Marks(NBA)
- Sessional Exam
- Course File Settings
- Internals
- Define Rule
- Generate Internal Marks
- Finalize Internal
- List Marks

GENERATE INTERNAL MARKS

Set cutoff :  % Search

Export

Roll No.	Reg No.	Name	Test Paper 1(4)	Test Paper 2(4)	Attendance(5)	Assignment(2)	Total
200301	200021027863	Abhinav Sivadas	0.13	3.73	3	2	8.87
200302	200021027864	Alshana Jamal	2.53	3.47	5	2	13
200303	200021027865	Aiswarya K R	1	2.93	5	2	10.93
200305	200021027867	Alana Thomas	2	3.47	4	2	11.47
200306	200021027868	Amal Prasad	0	3.47	5	2	10.47
200307	200021027869	Ameena Hameed	1.2	2.93	5	2	11.13
200308	200021027870	Aminamol Basheer	0.73	3.47	5	2	11.2
200309	200021027871	Anu Ramachandran	3.87	4	5	2	14.87
200310	200021027872	Arya Unnikrishnan	1.6	2.67	0	2	6.27

### Internal marks generated according to the rules defined by the faculty

**11.3. Finalize Internal:** This option ensures that the generated internal marks are rounded off to the immediate whole number when it appears in the A-form. When the faculty access the finalize internal section, he can see a table as shown in figure with three columns. The first column bears the total auto normalized marks observed in the internal marks generated previously (bearing decimals). Second column shows the decimal points which will be rounded off to the nearest whole number. Third column shows the whole number value after rounding off the decimal. There is a box on the top of the third column which when checked and clicked the submit button below will finalize the normalized marks. This will ensure that the normalized marks will only be exported to the A and B forms.

Home | BSc Chem 2020-2023, S6 | Physical Chemistry- IV (CH50RT12) | Normalization

Student Information  
Student Leave Management  
OBE Settings  
Subject Planner  
Online Class **New**  
Attendance  
Online Exam and Assessments  
Polls And Survey  
Assignments  
Question Papers & Marks(NBA)  
Sessional Exam  
Course File Settings  
**Internals**  
Define Rule  
Generate Internal Marks  
Finalize Internal  
List Marks

**FINALIZE INTERNAL MARKS** Finalize Marks To All

Roll No	Students	Auto-normalised Marks	Add Marks	Normalised Marks Round Mark <input checked="" type="checkbox"/>	Class Average
200301	Abhinav Sivadas	8.87	0.13	9	Class Avg 11.3
200302	Abshana Jamal	13	0	13	
200303	Aiswarya K R	10.93	0.07	11	
200305	Alana Thomas	11.47	-0.47	11	
200306	Amal Prasad	10.47	-0.47	10	
200307	Ameena Hameed	11.13	-0.13	11	
200308	Aminamol Basheer	11.2	-0.2	11	
200309	Anu Ramachandran	14.87	0.13	15	
200310	Arya Unnikrishnan	6.27	-0.27	6	
200329	Anna Joshy	10.87	0.13	11	
200330	Ashkar Faisal	8.6	0.4	9	
200331	Bismiyya Ummer	10.73	0.27	11	
200332	Farzeena Ashraf	12.6	0.4	13	
200333	Fathima Sajana	11.4	-0.4	11	
200334	Midhun Paul Varghese	10.73	0.27	11	
200335	Noorin Navas	11.67	0.33	12	
200336	Safvana Fathima	12.67	0.33	13	
200337	Shoun Paul	12.07	-0.07	12	
200338	Snehamol Sahajan	14.4	-0.4	14	
200339	Sreelakshmi C	7.67	0.33	8	

**Submit**

**“Finalize internals” option under Internals feature**

**11.4. List marks**

This option facilitates the faculty to view the normalized internal marks in different patterns. The faculty can have the summary view, and detailed view of the marks. The faculty can export the data as excel document, save as pdf or take a print-out directly. In the summary view segment the faculty can obtain the total marks alone or he can include the internal marks components using the check boxes available on the top of the list.

Home / BSc.Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Normalization

**NORMALIZED INTERNAL MARKS**

Summary Detailed

Show Mark Split up  Attendance

Roll No	Reg No	Student	Marks
220401	220021037904	ABHIRAM P S	14
220402	220021037905	AIDAN KURIAN	10
220403	220021037906	ANAMIKA SHINE	14
220404	220021037908	ANSHAMOL MATHEW	9
220405	220021037910	BHAGYASREE LAKSHMANAN	14
220406	220021037913	ESHAN KHAN	13
220407	220021037914	FITHA FATHIMA U S	12
220408	220021037915	GOPIKA J K	13
220409	220021037916	HASNA SULPHIKAR	14
220410	220021037919	NANDHANA SURESH	12

**Summary view of normalized internal marks**

Detailed mark's view segment shows the detailed report of finalized internal marks of that subject.

Home / BSc.Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Normalization

**NORMALIZED INTERNAL MARKS**

Summary Detailed

Export

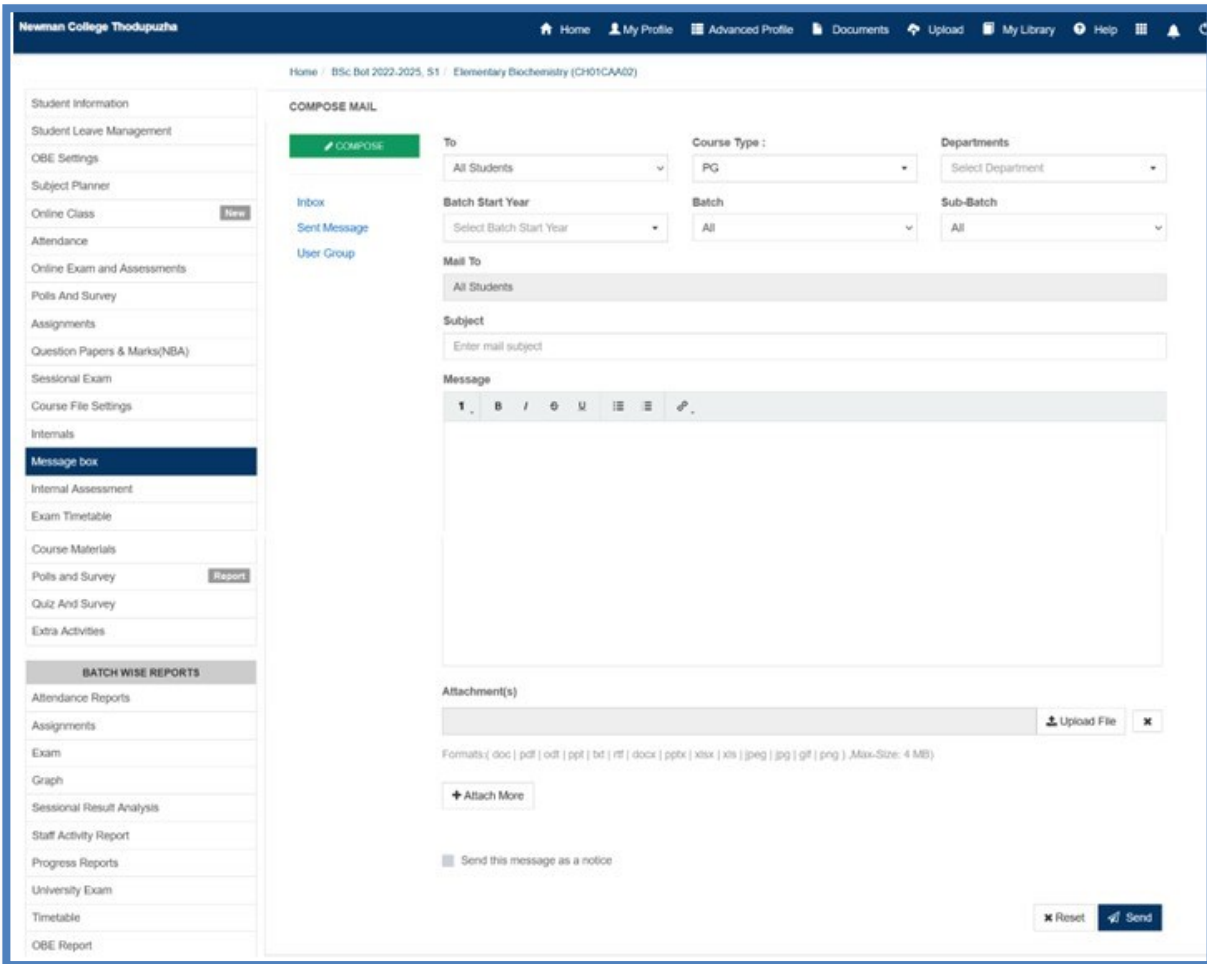
Roll No.	Reg No.	Name	Test Paper 1(4)	Test Paper 2(4)	Attendance(5)	Assignment(2)	Grace Marks	Total	Attendance (%) <input type="checkbox"/>
220401	220021037904	Abhirami P S	3.73	3.33	5	2	-0.07	14	100
220402	220021037905	Aidan Kurian	1.47	1.87	4	2	-0.33	10	100
220403	220021037906	Anamika Shine	3.2	3.47	5	2	0.33	14	97
220404	220021037908	Anshamol Mathew	1.33	1.33	5	1.4	-0.07	9	100
220405	220021037910	Bhagyasree Lakshmanan	3.47	3.07	5	2	0.47	14	100
220406	220021037913	Eshan Khan	3.07	3.2	5	2	-0.27	13	100
220407	220021037914	Fitha Fathima U S	2.8	2.13	5	2	0.07	12	94
220408	220021037915	Gopika J K	3.73	2.53	5	2	-0.27	13	97
220409	220021037916	Hasna Sulphikar	3.6	3.87	5	2	-0.47	14	100

**Detailed view of normalized internal marks**

[Back](#)

**12. Message Box:**

This option lets the faculty to send a message to a class group or any student individually via e mail.

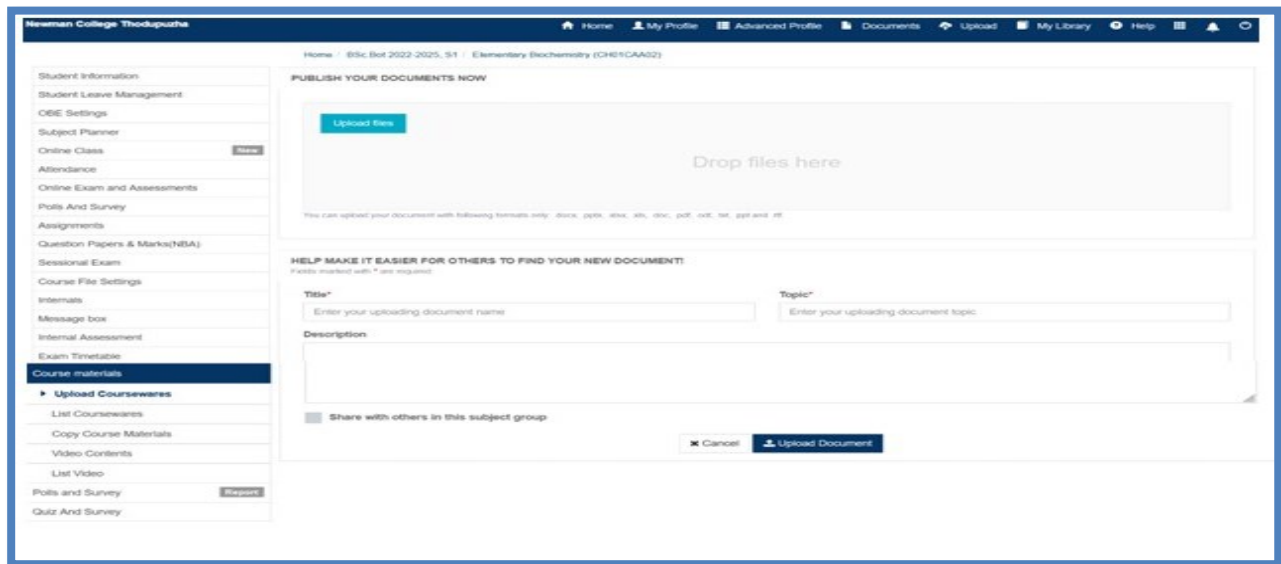


**Message box feature in LMS**

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**13. Course Materials:** This feature allows the faculty to share academic documents such as notes, presentations, videos etc. the faculty and the student can access the uploaded data any time. The faculty can edit or delete the uploaded course materials any time.

**13.1. Upload courseware:** This option allows the faculty to upload a course material for the students of a particular batch. Here the faculty can upload his document with following **formats only: .docx, .pptx, .xlsx, .xls, .doc, .pdf, .odt, .txt, .ppt and .rtf**

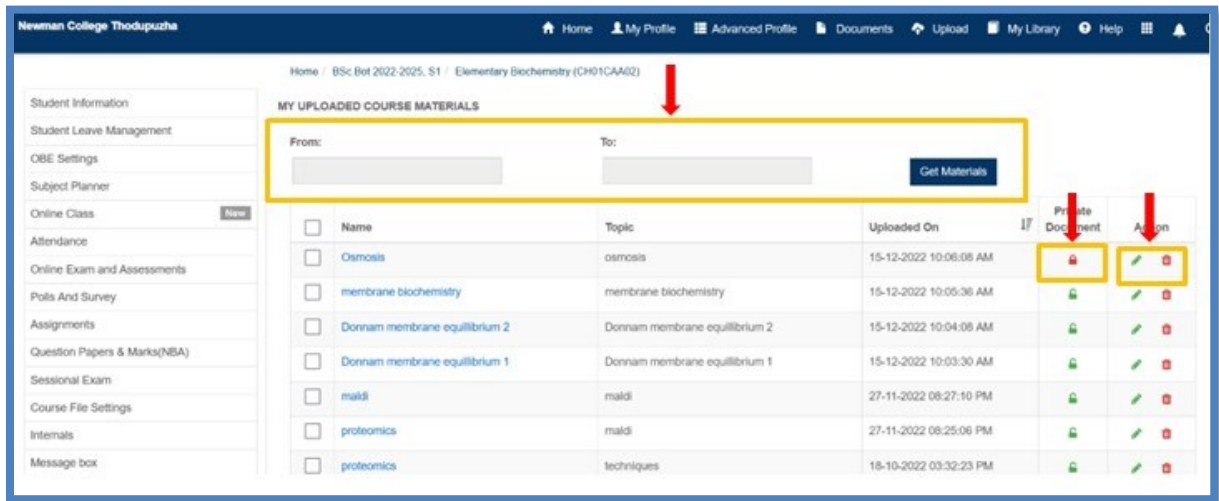


**Option to uploading courseware**

**13.2. List courseware:**

This option enables the faculty to view all the uploaded courseware as a list. The faculty can also select a particular set of documents by specifying the time period of document upload. There is a provision to keep any uploaded document as private document by keeping it locked. Edit and delete options are also available here.

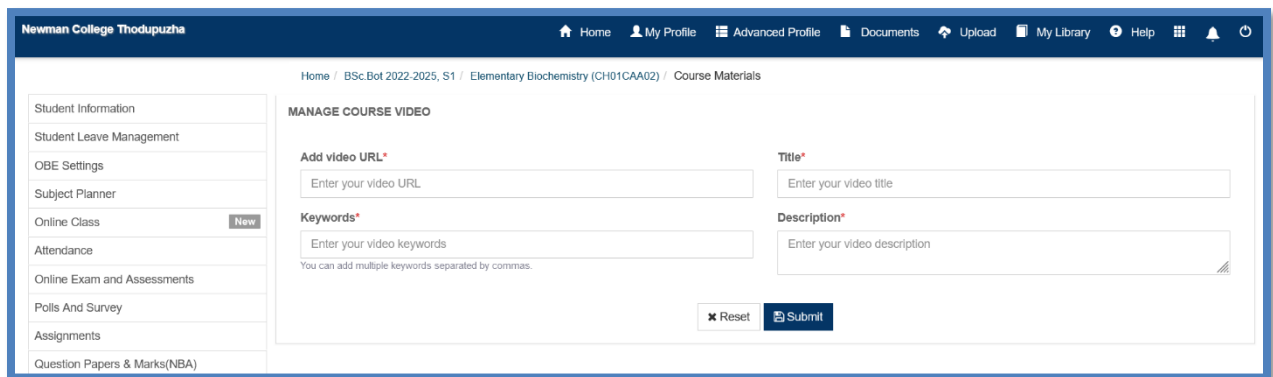




## List courseware

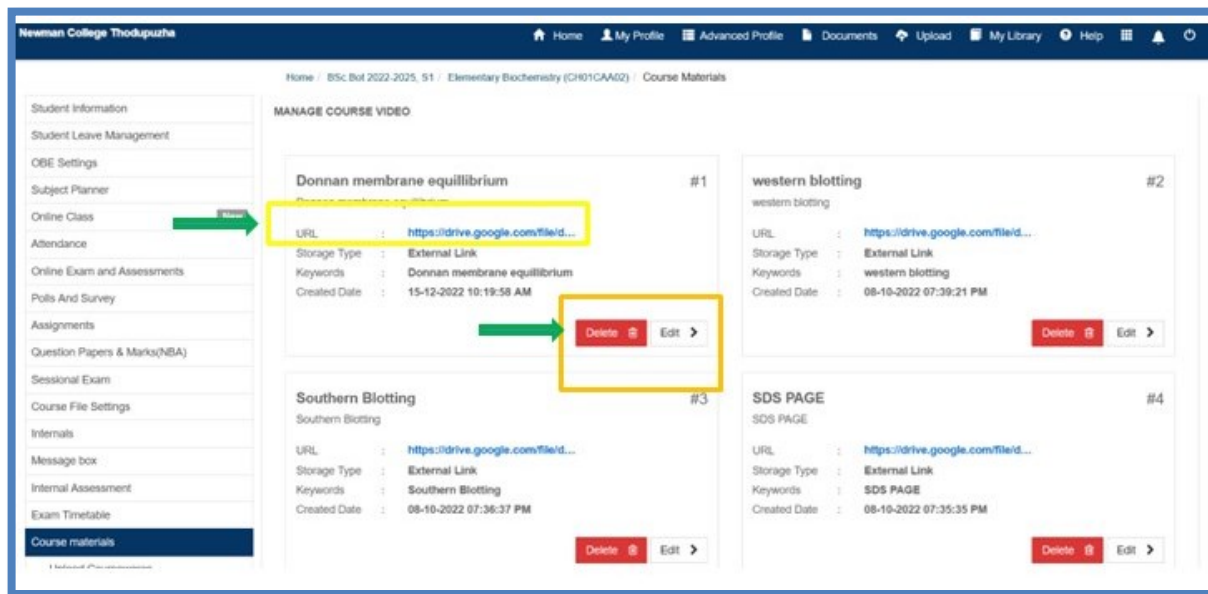
### 13.3. Video contents:

This section allows the faculty to upload video contents as course materials. The faculty should paste the URL of the respective video in the space provided and fill in the mandatory field and click submit button to save the content.



## Window to upload video contents

**13.4. List video:** The uploaded video contents will be listed in this section. The faculty has the provision to edit or delete the contents. The contents can be accessed by clicking on the URL listed with the courseware details.



**Courseware videos uploaded in a for a subject viewed as a list**

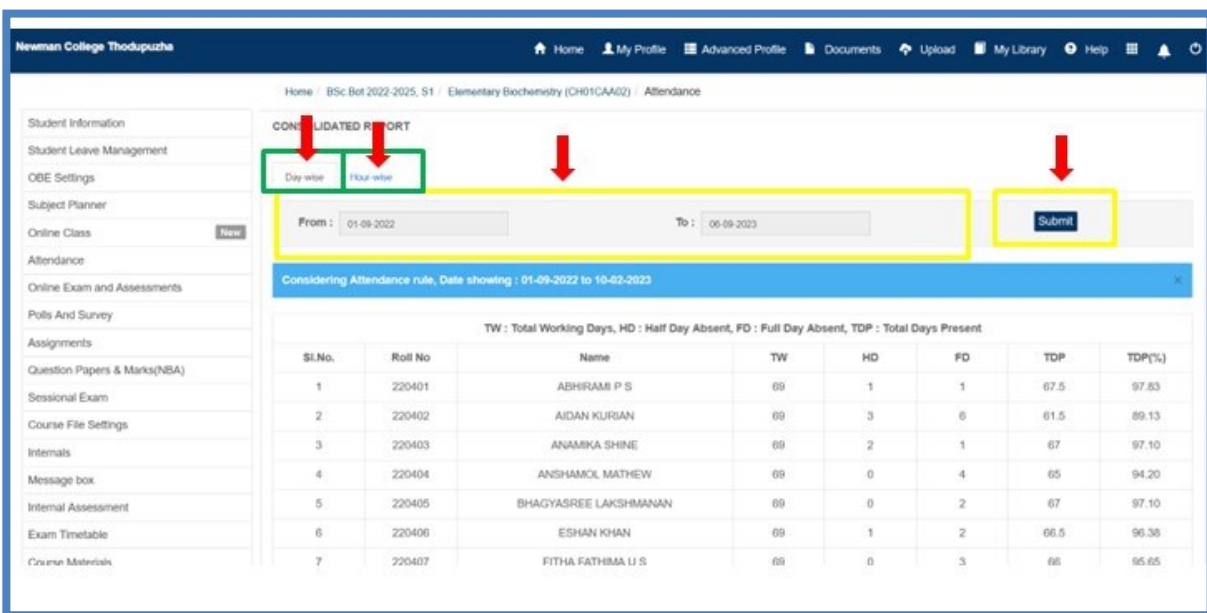
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**14. Batch wise reports**

**14.1. Attendance Reports:** This feature allows the faculty to access the attendance details of a particular batch of students. this section offers different types of attendance reports such as discussed below.

**14.1.1. Consolidated report (Aggr.)**

This option permits the faculty to get the consolidated attendance report onb the batch during any specified period. The faculty can specify the period for which he wishes to obtain the consolidated attendance report of the batch and click submit this will generate the consolidated attendance report for the requested Time duration. Options are available to obtain the day wise attendance or the hour wise attendance.



**Option to get consolidated attendance report of a batch (Day wise)**

Home / BSc Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Attendance

CONSOLIDATED REPORT

Day-wise Hour-wise

From : 03-01-2022 To : 31-03-2023

Considering Attendance rule, Date showing : 01-09-2022 to 10-02-2023

TH : Total Hours, AH : Attended Hours, DL : Duty Leave

Sl.No.	Roll No	Name	TH	AH	DL	AH+DL	AH(%)	AH+DL(%)
1	220401	ABHIRAMI P S	168	153	9	162	91.07	96.43
2	220402	AIDAN KURIAN	168	132	12	144	78.57	85.71
3	220403	ANAMIKA SHINE	168	163	0	163	97.02	97.02
4	220404	ANSHAMOL MATHEW	168	150	5	155	89.29	92.26
5	220405	BHAGYASREE LAKSHMANAN	168	161	0	161	95.83	95.83
6	220406	ESHAN KHAN	168	160	0	160	95.24	95.24
7	220407	FITHA FATHIMA U S	168	160	0	160	95.24	95.24
8	220408	GOPIKA J K	168	148	0	148	88.10	88.10

## Consolidated attendance report of a batch (Hour wise)

### 14.1.2. Consolidated report (Monthly)

This feature helps the faculty to obtain the consolidated attendance report of a batch with respect to any month. As in the previous case the facility can give the inputs of the period for which a attendance reports are needed and click the submit button. The attendance report will be generated in which mantra wise monthly attendance details will be given along with the aggregate attendance details corresponding to the requested time duration. The provisions to obtain day wise or hour wise attendance report are available here also.

Home / BSc Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Attendance

CONSOLIDATED REPORT

Day-wise Hour-wise

From : 02-01-2023 To : 31-03-2023 Submit

TW: Total Working Days HD: Half Day Absent FD: Full Day Absent TDP: Total Days Present Using Batch Attendance Rule

Sl.No.	Roll No	Name	Jan - 2023			Feb - 2023			Mar - 2023			Aggregate		
			TW	TDP	TDP(%)	TW	TDP	TDP(%)	TW	TDP	TDP(%)	TW	TDP	TDP(%)
1	220401	ABHIRAMI P S	12	12	100	7	7	100	1	1	100	20	20	100.00
2	220402	AIDAN KURIAN	12	9.5	79.17	7	7	100	1	1	100	20	17.5	87.50
3	220403	ANAMIKA SHINE	12	11.5	95.83	7	4.5	64.29	1	1	100	20	17	85.00
4	220404	ANSHAMOL MATHEW	12	12	100	7	7	100	1	1	100	20	20	100.00
5	220405	BHAGYASREE LAKSHMANAN	12	11	91.67	7	7	100	1	1	100	20	19	95.00
6	220406	ESHAN KHAN	12	12	100	7	7	100	1	1	100	20	20	100.00
7	220407	FITHA FATHIMA U S	12	11	91.67	7	7	100	1	1	100	20	19	95.00
8	220408	GOPIKA J K	12	7.5	62.5	7	7	100	1	1	100	20	15.5	77.50

**Consolidated monthly attendance report of a batch (Day wise)**

Home / BSc Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Attendance

CONSOLIDATED REPORT

Day-wise Hour-wise

From : 02-01-2023 To : 31-03-2023 Submit

TH: Total Hours AH: Attended Hours DL: Duty Leave

Sl.No.	Roll No	Name	Jan - 2023					Feb - 2023					Mar - 2023					Aggregate			
			TH	AH	DL	AH(%)	AH+DL(%)	TH	AH	DL	AH(%)	AH+DL(%)	TH	AH	DL	AH(%)	AH+DL(%)	TH	AH	DL	AH(%)
1	220401	ABHIRAMI P S	55	44	9	80.00	96.36	33	31	1	93.94	96.97	19	18	0	94.74	94.74	107	93	10	86.92
2	220402	AIDAN KURIAN	55	36	9	65.45	81.82	33	32	1	96.97	100.00	19	17	0	89.47	89.47	107	85	10	79.44
3	220403	ANAMIKA SHINE	55	53	0	96.36	96.36	33	24	0	72.73	72.73	19	19	0	100.00	100.00	107	96	0	89.72
4	220404	ANSHAMOL MATHEW	55	46	8	83.64	98.18	33	26	5	78.79	93.94	19	17	0	89.47	89.47	107	89	13	83.18
5	220405	BHAGYASREE	55	51	0	92.73	92.73	33	33	0	100.00	100.00	19	15	0	78.95	78.95	107	99	0	92.52

**Consolidated monthly attendance report of a batch (Hour wise)**

### 14.1.3. Day wise report

This feature enabled the faculty to obtain the attendance details of a batch with respect to any date. All he has to do is to enter the date for which the attendance is required and click submit this will give the attendance details of each student of that batch on that particular date. DL will be marked against the students who have avoid duty leave on any grounds during that particular hour. A will be marked in red to denote the absence of a student in a particular hour and P will be marked in green to indicate that the student is present in that particular hour.

Sl.No	Roll No	Name	Hour 1	Hour 2	Hour 3	Hour 4	Hour 5
1	220401	ABHIRAMI P S	DL	*	DL	DL	*
2	220402	AIDAN KURIAN	DL	*	DL	DL	*
3	220403	ANAMKA SHINE	P	*	P	P	*
4	220404	ANSHAMOL MATHEW	P	*	P	P	*
5	220405	BHAGYASREE LAKSHMANAN	A	*	P	A	*
6	220406	ESHAN KHAN	P	*	P	P	*
7	220407	FITHA FATHIMA U S	P	*	P	P	*

**Day wise attendance report of a batch on a particular date**

### 14.1.4. Week wise report

This feature facilitates the faculty to obtain the attendance pertaining to a batch during a particular week. The Faculty can give any date belonging to that particular week for which the attendance report is needed and click view button. This will generate the otherwise attendance report pertaining to the five working days of that week. The total number of absent hours per student will also be listed as the last column of the report. The report can be directly printed, saved as pdf or exported to the Excel format.

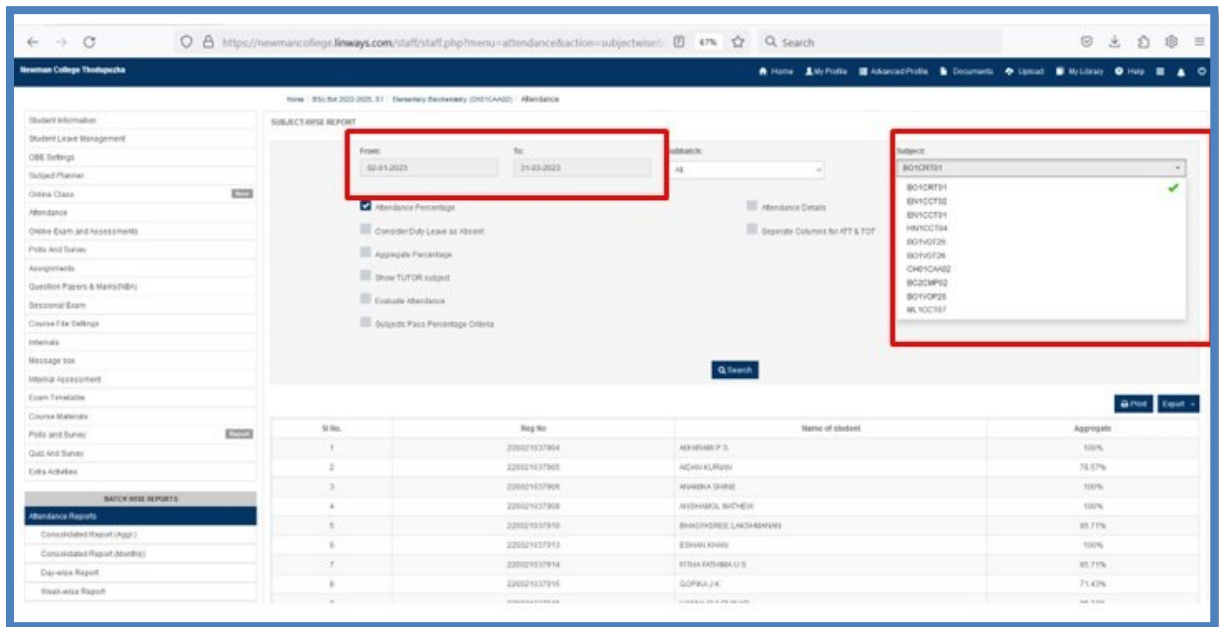
Attendance From 19-12-2022 to 25-12-2022

Sl.No	Roll No	Student Name	Sun 19-12-2022			Tue 20-12-2022			Wed 21-12-2022			Thu 22-12-2022			Fri 23-12-2022			Total Absent
			HS	HQ	HO	HS	HQ	HO	HS	HQ	HO	HS	HQ	HO	HS	HQ	HO	
1	229401	ADHRAM P S	*	*	P	*	*	*	*	*	*	*	*	*	*	*	*	1
2	229402	AIDAN KURAN	*	*	A	A	*	*	*	*	*	DL	DL	*	*	*	*	2
3	229403	ANASHA SHRE	*	*	D	D	*	*	*	*	*	*	*	*	*	*	*	1
4	229404	ANSHAMOL MATHEW	*	*	P	P	*	*	*	*	A	*	A	*	*	*	*	1
5	229405	BHAGYASREE LAKSHMANAN	*	*	P	P	*	*	*	*	*	*	*	*	*	*	*	1
6	229406	ESHAN KHAN	*	*	A	A	*	*	*	*	*	*	*	*	*	*	*	2
7	229407	FITHA FAHIMA U S	*	*	D	D	*	*	*	*	*	*	*	*	*	A	A	2
8	229408	GOPKA J K	*	*	P	P	*	*	*	*	*	*	*	*	*	*	*	1
9	229409	HADNA SULPHIKAR	*	*	D	D	*	*	*	*	*	*	*	*	*	*	*	1
10	229410	HANDHANA SURESH	*	*	D	D	*	*	*	*	*	*	*	*	*	A	*	1
11	229411	SARANIGU SHAJI	*	*	A	A	*	*	*	*	*	*	A	A	*	*	*	1
12	229413	ANJANA SADI	*	*	D	D	*	*	*	*	A	*	A	*	*	*	*	2
13	229414	ANUSHA SACEEVAN	*	*	D	D	*	*	*	*	*	*	*	*	*	*	*	1
14	229415	DARSHAN RAJU	*	*	P	P	*	*	*	*	*	*	*	*	*	*	*	1
15	229416	DEEPU SHAJI	*	*	P	P	*	*	*	*	*	*	*	*	*	*	*	1
16	229417	INDUJA R	*	*	D	D	*	*	*	*	*	*	*	*	*	*	*	1
17	229418	LAKSHMI PRABHA P S	*	*	P	P	*	*	*	*	*	*	*	*	*	*	*	1
18	229419	NARINA SAHADEVAN	*	*	P	P	A	*	*	A	*	*	*	*	*	*	*	2
19	229420	NARVANA E S	*	*	D	D	*	*	*	*	*	*	*	*	*	*	*	1

Week wise attendance report of a batch

### 14.1.5. Subject wise report

This is the feature which allows the faculty to obtain attendance report of the student of any part with respect to any particular subject. In order to obtain the attendance report pertaining to any subject, the faculty should select the time period and the concerned subject. On clicking the search button, the report will be generated which can be printed out saved as pdf or can be exported as an Excel document.



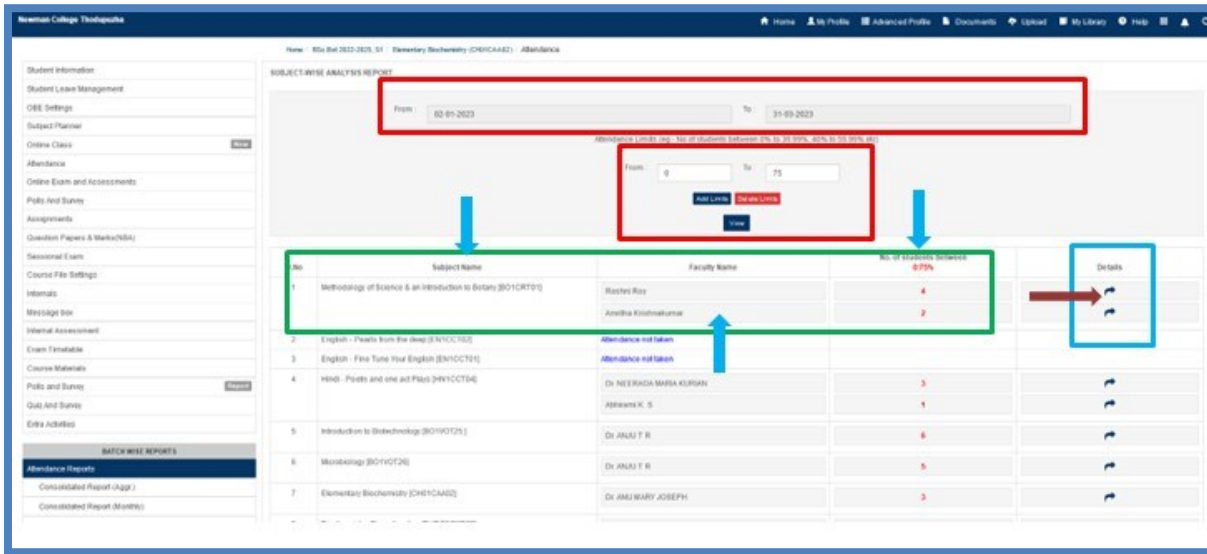
**Subject wise attendance report for a batch**

#### 14.1.6. Subject wise analysis

This Feature permits the facility to obtain the subset wise attendance analysis report. Here here the faculty can choose a particular Time duration for which he wants to make an attendance analysis. This provision helps the faculty to track the students who are irregular with respect to their attendance. The faculty can set limit to the attendance percentage and identify the students who fall short in attendance. The report generated will be of subject wise enabling the faculty to identify if the student is intentionally skipping some particular classes alone.

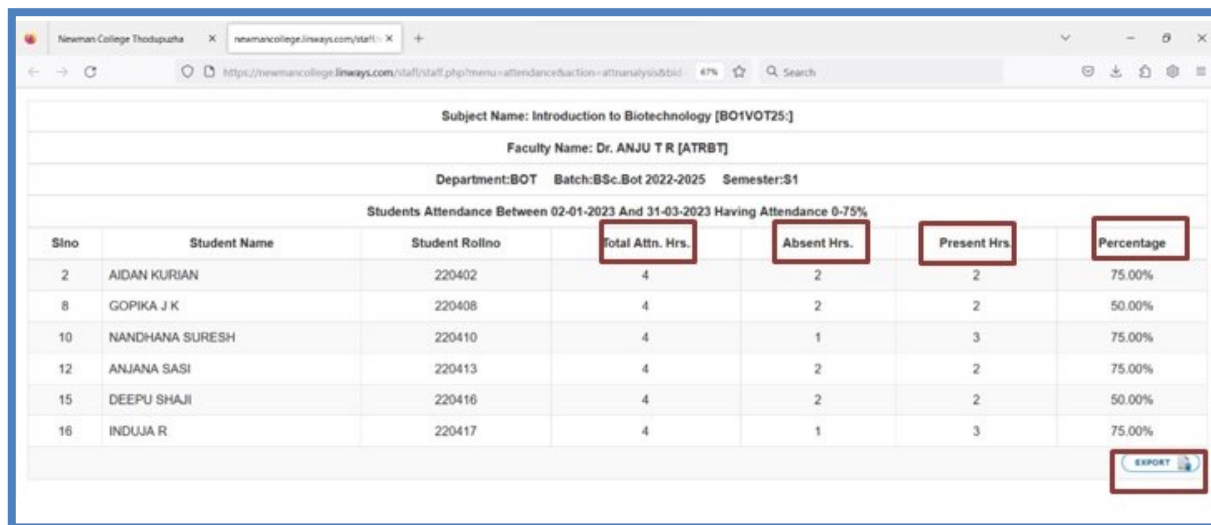
When the faculty clicks on the view button after giving the necessary inputs pertaining to the time duration and the attendance limits a listed report Will be initially generated which will include detail like such as the name of the subjects studied by the batch the Name of the faculty handling that particular subject the number of students belonging to the specified attendance limits and an option to get the details of the students Belonging to that attendance percentage criterion.





**Brief subject wise attendance analysis report of a batch**

When the faculty clicks on the arrow icon in the ‘Details’ column corresponding to a particular subject wise attendance entry made by a faculty, a detailed report including the name of old students having attendance percentage in the specified limits and their correct percentage of attendance will be generated.



**Detailed subject wise attendance analysis report of a batch with respect to a particular faculty**

### 14.1.7. Verify attendance

This feature allows the faculty to verify the attendance entry per hour over a particular time range here the report generated will indicate that they eat and the concerned teachers who have marked the attendance during that hour for that particular batch. The report can be printed or exported to Excel file.

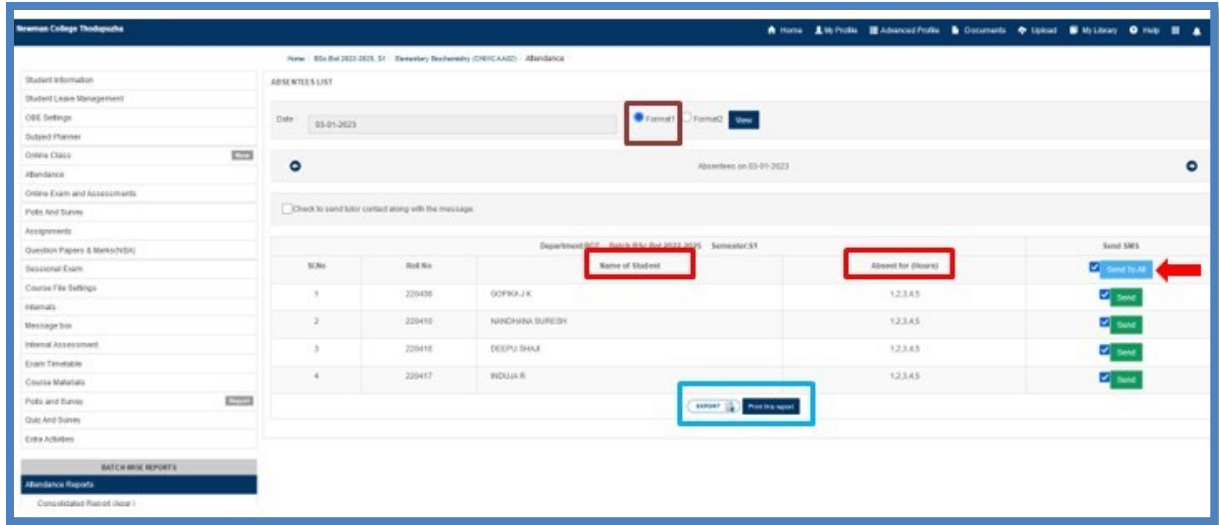
Sl. No	Date	Hour 1	Hour 2	Hour 3	Hour 4	Hour 5
1	03-01-2023	Amritha Krishnakumar	Roshni Roy	Ms. SIBI MOHANAN, Abhirami K. S	Amritha Krishnakumar	Dr. ANJU T R
2	04-01-2023	Dr. ANJU T R	NA	Dr. ANJU T R	Abhirami K. S, Ajeesha Thomas	NA
3	05-01-2023	Ajeesha Thomas, Dr. NEERADA MARIA KURIAN	NA	Dr. ANJU T R	Dr. ANJU T R	NA
4	08-01-2023	Amritha Krishnakumar	Dr. ANJU MARY JOSEPH	Ms. SIBI MOHANAN, Abhirami K. S	Amritha Krishnakumar	NA
5	10-01-2023	Amritha Krishnakumar	NA	NA	Amritha Krishnakumar	NA
6	11-01-2023	Amritha Krishnakumar	Dr. ANJU T R	NA	Dr. ANJU T R	Dr. ANJU T R
7	12-01-2023	Dr. ANJU T R	Dr. ANJU T R	Dr. ANJU T R	Ajeesha Thomas, Abhirami K. S	NA
8	13-01-2023	Ajeesha Thomas, Abhirami K. S	NA	NA	Amritha Krishnakumar	NA
9	15-01-2023	Amritha Krishnakumar	NA	Ms. SIBI MOHANAN, Abhirami K. S	Amritha Krishnakumar	NA
10	17-01-2023	NA	NA	NA	Amritha Krishnakumar	NA
11	18-01-2023	NA	NA	Ms. SIBI MOHANAN, Abhirami K. S	NA	NA
12	23-01-2023	Amritha Krishnakumar	NA	NA	Ajeesha Thomas, Amritha Krishnakumar	NA
13	01-02-2023	Ajeesha Thomas	NA	NA	NA	NA
14	07-02-2023	NA	NA	Ms. SIBI MOHANAN, Abhirami K. S	NA	NA
15	08-02-2023	NA	Roshni Roy	Roshni Roy	NA	NA
16	09-02-2023	NA	NA	Ms. SIBI MOHANAN, Dr. NEERADA MARIA KURIAN	NA	NA
17	10-02-2023	NA	NA	NA	Abhirami K. S	NA
18	16-02-2023	NA	NA	Abhirami K. S, Ms. SIBI MOHANAN	NA	NA
19	20-02-2023	Dr. NEERADA MARIA KURIAN	NA	NA	NA	NA

### Option to verify the attendance entered by various faculty

### 14.1.8. Absentees list

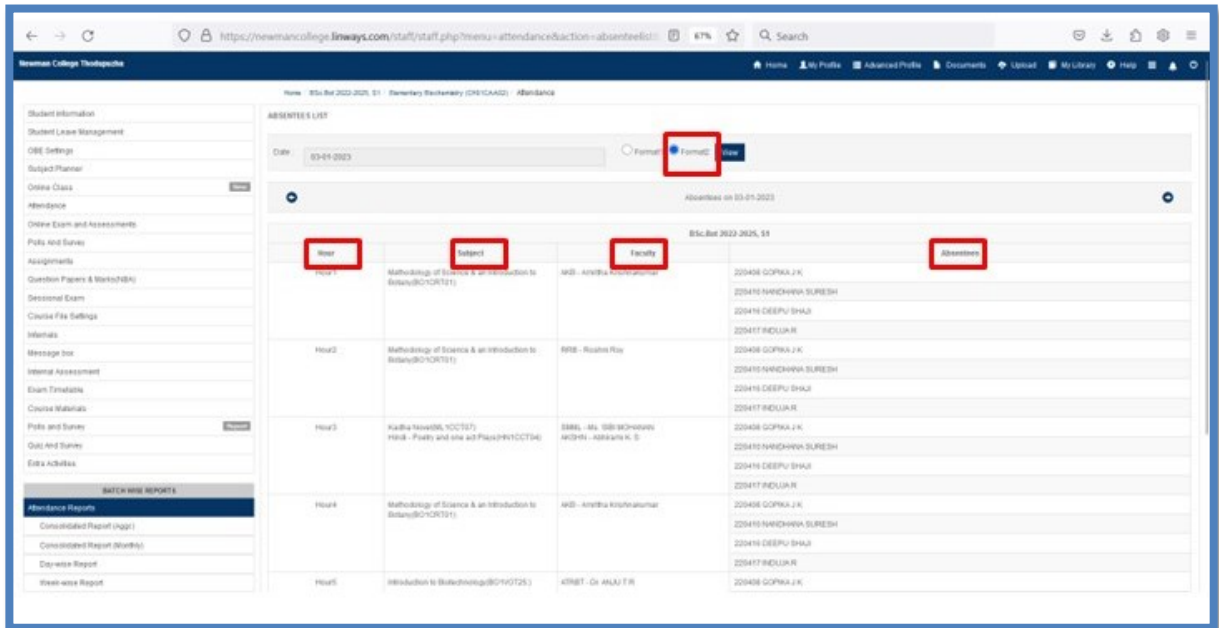
This feature allows the faculty to view a list of students who were absent on a particular date. The list can be viewed in two formats and can be printed or exported into an excel document. In format one view the list of apps and students on a particular date will be given against the number of hours he or she were marked absent on that particular date. There is also an option to send a SMS regarding this absence to all the defaulted students either together or individually.

# NEWMAN COLLEGE



**Format 1 view of absentees list**

In format to view of absentee's list the list of absentees on a particular date is given as a table. The table consists of columns showing details such as the hours of the day the subject taught on that particular hour as per timetable the name of the faculty who entered the attendance for that particular hour and the name of the students who were being marked absent

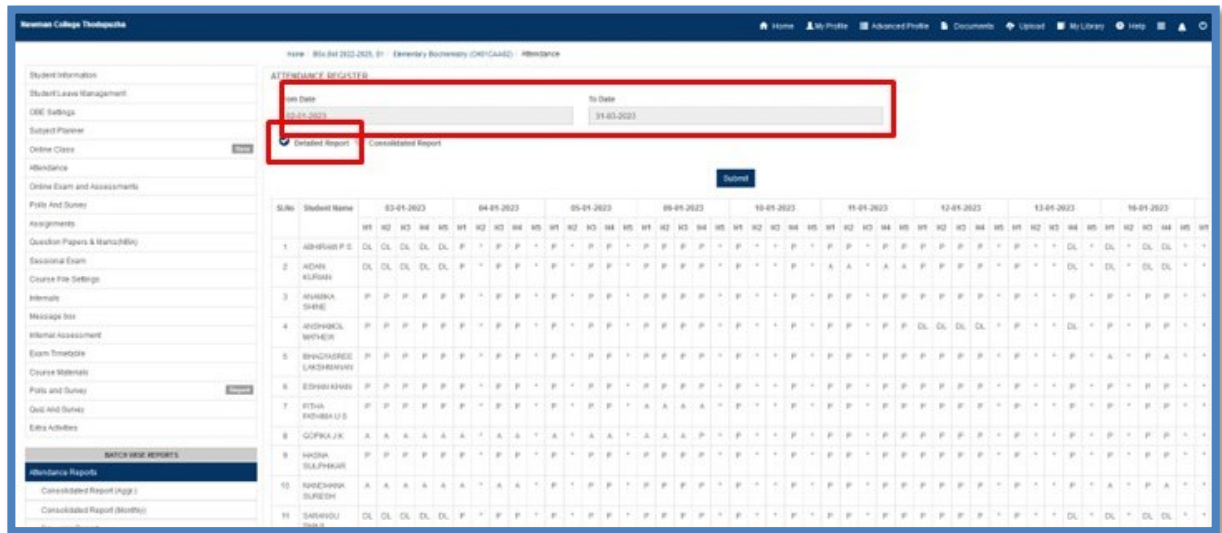


**Format 2 view of absentees list**

**14.1.9. Attendance register**

This feature resembles the attendance register the faculty used to keep to mark the attendance of students as a hard document. The attendance registers which the LMS provide include the facility to obtain the detailed attendance statement of the students of a batch for any time period. The attendance register option provides the detailed as well as consolidated attendance report. The report can be printed or exported as an excel document.

In the detailed attendance report for a particular time period, the hour wise attendance for each day will be marked against each student of a batch.



**Detailed attendance report generated by “Attendance register” feature**

In the consolidated attendance report for a particular time period, the day wise attendance for each date will be marked against each student of a batch.

Newman College Thodupuzha

Home / BSc.Bot 2022-2025, S1 / Elementary Biochemistry (CH1CAA42) / Attendance

ATTENDANCE REGISTER

From Date: 02-01-2023 To Date: 31-03-2023

Detailed Report  Consolidated Report

Submit

Note: A - Absent, P - Present, HD - Half day leave

Sl.No	Student Name	03-01-2023	04-01-2023	05-01-2023	09-01-2023	10-01-2023	11-01-2023	12-01-2023	13-01-2023	16-01-2023	17-01-2023	18-01-2023	23-01-2023	01-02-2023	07-02-2023	08-02-2023	09-02-2023	10-02-2023	16
1	ABHIRAMI P S	P	P	P	P	P	P	P	P	P	P	P	P	*	P	P	P	P	
2	AIDAN KURBAN	P	P	P	P	P	A	P	P	P	P	P	A	*	P	P	P	P	
3	ANABHIKA SHINE	P	P	P	P	P	P	P	P	P	P	P	P	*	P	P	HD	HD	
4	ANSHAMOL MADHEW	P	P	P	P	P	P	P	P	P	P	P	P	*	P	P	P	P	
5	BHAGYASREE LAKSHMANAN	P	P	P	P	P	P	P	P	A	P	P	P	*	P	P	P	P	
6	ESWAN KHAN	P	P	P	P	P	P	P	P	P	P	P	P	*	P	P	P	P	
7	FITHA FATHMA U S	P	P	P	A	P	P	P	P	P	P	P	P	*	P	P	P	P	
8	GOPRIKA J K	A	A	A	HD	P	P	P	P	P	P	HD	P	*	P	P	P	P	
9	HASNA SULPHIKAR	P	P	P	P	P	P	P	P	P	P	P	A	*	P	P	P	P	
10	NANDHANA SURESH	A	A	P	P	P	P	P	P	A	P	P	P	*	P	P	P	P	

BATCH WISE REPORTS

- Attendance Reports
  - Consolidated Report (Aggr)
  - Consolidated Report (Monthly)
  - Day-wise Report

**Consolidated attendance report generated by “Attendance register” feature**

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### 14.2. Assignments

This feature allows the facility to view the status of different assignments given to the particular batch. On selecting the assignment number, the list of all assignments given to that particular batch by the faculty of different subjects are being listed along with the Marx awarded to that particular assignment for each student. The report can be directly printed out or exported to Excel format.

Home : BSc Bot 2022-2025, 51 / Elementary Biochemistry (CH01CAA02) / Assignments

MARK VIEW

Select Assignment number: First

Sl.No	Roll No.	Student ID	Name of student	BO1CRT01 (2.00)	EN1CCT01 (5.00)	HN1CCT04 (5.00)	BO1VOT25: (5.00)	BO1VOT26 (5.00)	CH01CAA02 (10.00)	ML1CCT07 (5.00)
1	220401	41683	ABHIRAM P S	NA	5	5	5	5	10	NA
2	220402	41526	AIDAN KURIAN	NA	5	5	5	5	10	NA
3	220403	41734	ANAMKA SHINE	NA	5	5	5	5	10	NA
4	220404	41684	ANSHAMOL MATHEW	NA	5	5	5	5	7	NA
5	220405	41320	BHAGYASREE LAKSHMANAN	NA	5	5	5	5	10	NA
6	220406	41477	ESHAN KHAN	NA	5	5	5	5	10	NA
7	220407	41603	FITHA FATHIMA U S	NA	5	5	5	5	10	NA
8	220408	41325	GOPIKA J K	NA	5	5	5	5	10	NA
9	220409	41604	HASNA SULPHIKAR	NA	5	5	5	5	10	NA
10	220410	41697	NANDHANA SURESH	NA	5	5	5	5	9	NA
11	220411	41349	SARANJOU SHAJI	NA	5	5	5	5	8	NA

The assignment report of a batch

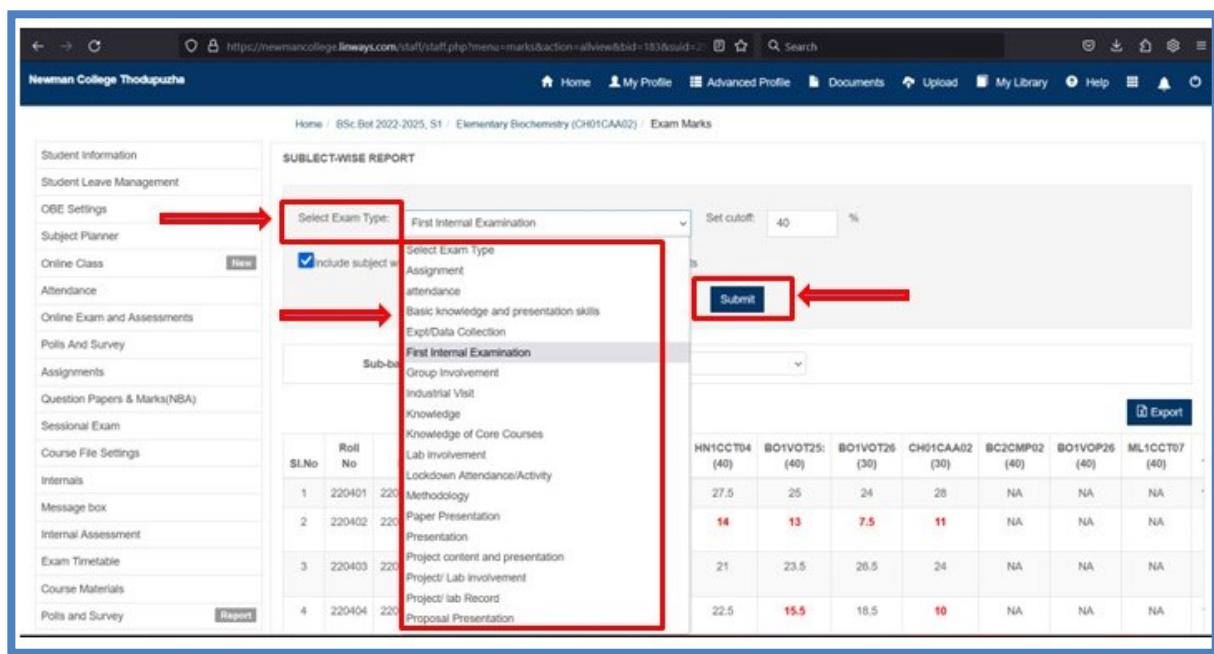
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### 14.3. Exam

This feature helps the faculty to obtain a report of the various components of internal marks of a particular batch with respect to all the subjects in that particular semester. The faculty should first choose the component of internal marks for which he wants to get a report on.

#### 14.3.1. Subject wise Report

On clicking the ‘select exam type’ tab, a drop-down list of various components of internal marks will appear from which he can choose the one he wants to get the report and click on the ‘submit’ button. If he wants an analysis of the internal marks for that particular component, he should cheque on include subject wise analysis option before clicking on the submit button. On doing so the detailed analysis report will also be generated along with the subject wise report and will be available below the subject wise report. Both the reports can be saved or printed or exported to Excel format.



**Steps to obtain the report of various components of internal marks of a batch**

Home / BSc Bot 2022-2025, S1 / Elementary Biochemistry (CH01CAA02) / Exam Marks

**SUBJECT-WISE REPORT**

Select Exam Type: First Internal Examination Set out of: 40 %

Include subject wise result analysis  Consider absentees as failed students

Sub-batch: All

Sl.No	Roll No	Reg No	Student Name	BO1CRT01 (30)	EN1CCT01 (40)	HN1CCT04 (40)	BO1VOT25 (40)	BO1VOT26 (30)	CH01CAA02 (30)	BC2CMP02 (40)	BO1VOP26 (40)	ML1CCT07 (40)
1	220401	220021037904	ABHIRAMI P S	24	26	27.5	25	24	26	NA	NA	NA
2	220402	220021037905	AIDAN KURIAN	11.5	22.5	14	13	7.5	11	NA	NA	NA
3	220403	220021037906	ANAMIKA SHINE	28	29	21	23.5	26.5	24	NA	NA	NA
4	220404	220021037908	ANSHAMOL MATHEW	17.5	27.5	22.5	15.5	18.5	10	NA	NA	NA

**Report of a particular component of internal marks of a batch**

Subject Wise Analysis Report

Sl.No	Subject Code	Subject Name	Subbatch	Handled By	Total No. of Students	No. of Students Appeared	No. of Students Failed	No. of Students Absent	No. of Students Passed	Percentage of Pass
1	BO1CRT01	Methodology of Science & an Introduction to Botany	All	Roshni Roy, Amritha Krishnakumar, Dr. Sr. Mariat George, Rosemary Jose	19	19	4	0	15	78.95%
2	EN1CCT01	English - Fine Tune Your English	All	Dr. JEROME K JOSE, Ms. PRINCY JACOB, Riya Rose George	19	19	2	0	17	89.47%
3	HN1CCT04	Hindi - Poetry and one act Plays	HINDI-SECOND LANGUAGE	Dr. NEERADA MARIA KURIAN, Abhirami K. S	11	11	1	0	10	90.91%
4	BO1VOT25	Introduction to Biotechnology	All	Dr. ANJU T R, Riya Rose George	19	19	6	0	13	68.42%
5	BO1VOT26	Microbiology	All	Dr. ANJU T R, Riya Rose George	19	19	3	0	16	84.21%
6	CH01CAA02	Elementary Biochemistry	All	Dr. ANJ MARY JOSEPH, Dr. BEJOY THOMAS, Roshni Roy, Riya Rose George	19	19	4	0	15	78.95%
7	BC2CMP02	Biochemistry	All	Dr. JITHIN JOY	19	0	0	0	0	0%

**Names of faculty who handle the subject**

**Subjects learnt by the batch**

**Subject wise analysis report of a particular component of internal marks of a batch**



14.3.2. Rank List

Another option available here is to obtain the rank list of a particular batch with respect to any component of internal marks.

The screenshot shows the 'RANK LIST' interface for 'First Internal Examinations'. The 'Set cutoff' is 40. The table below shows the following data:

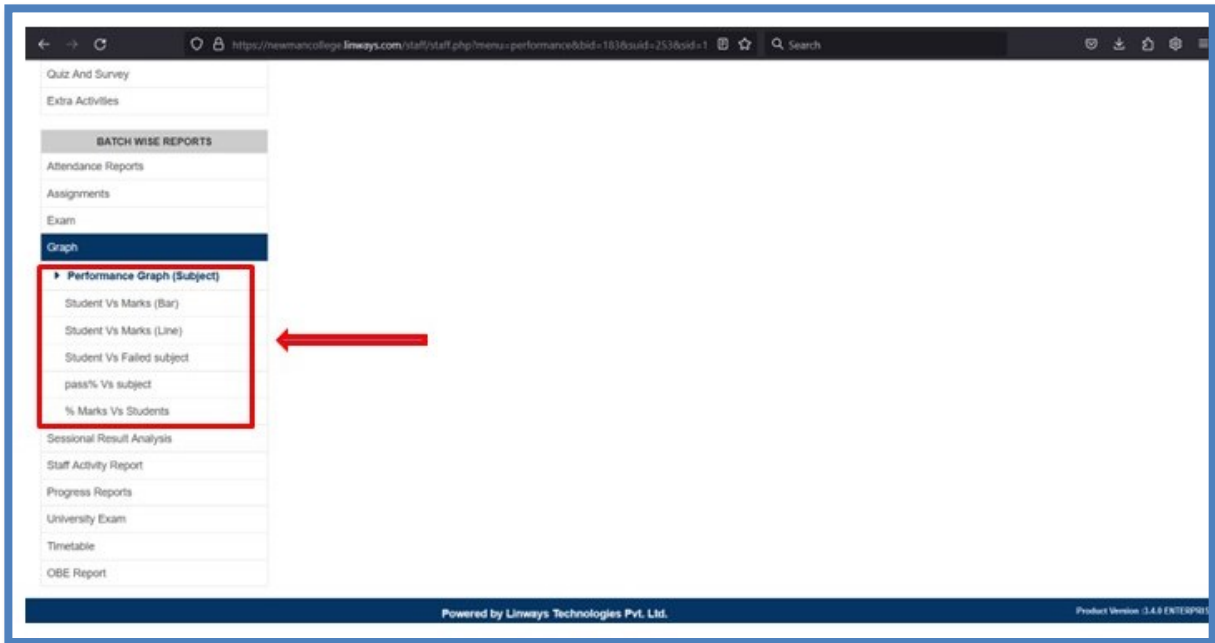
Sl no.	Rank	Name of student	BO1CRT01 (30)	EN1CCT01 (40)	HN1CCT04 (40)	BO1VOT25 (40)	BO1VOT26 (30)	CH01CAA02 (30)	BC2CMP02 (40)	BO1VOP26 (40)	ML1CCT07 (40)	Total
1	5	ABHIRAM P S	24	28	27.5	25	24	28	NA	NA	NA	156.5
2	15	AIDAN KURIAN	11.5	22.5	14	13	7.5	11	NA	NA	NA	79.5
3	7	ANAMIKA SHINE	28	29	21	23.5	26.5	24	NA	NA	NA	152
4	13	ANSHAMOL MATHEW	17.5	27.5	22.5	15.5	18.5	10	NA	NA	NA	111.5
5	3	BHAGYASREE LAKSHMANAN	26.5	25.5	36.5	23	22.5	26	NA	NA	NA	160
6	10	ESHAN KHAN	17	26.5	37	19.5	24.5	23	NA	NA	NA	147.5

Rank list of a particular component of internal marks of a batch

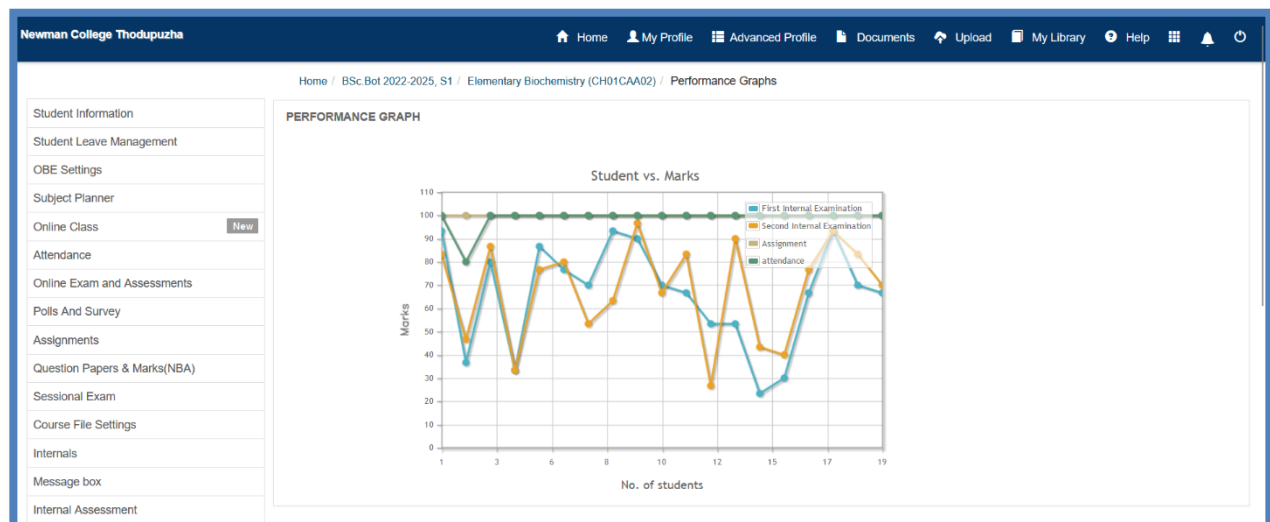
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### 13.4. Graph

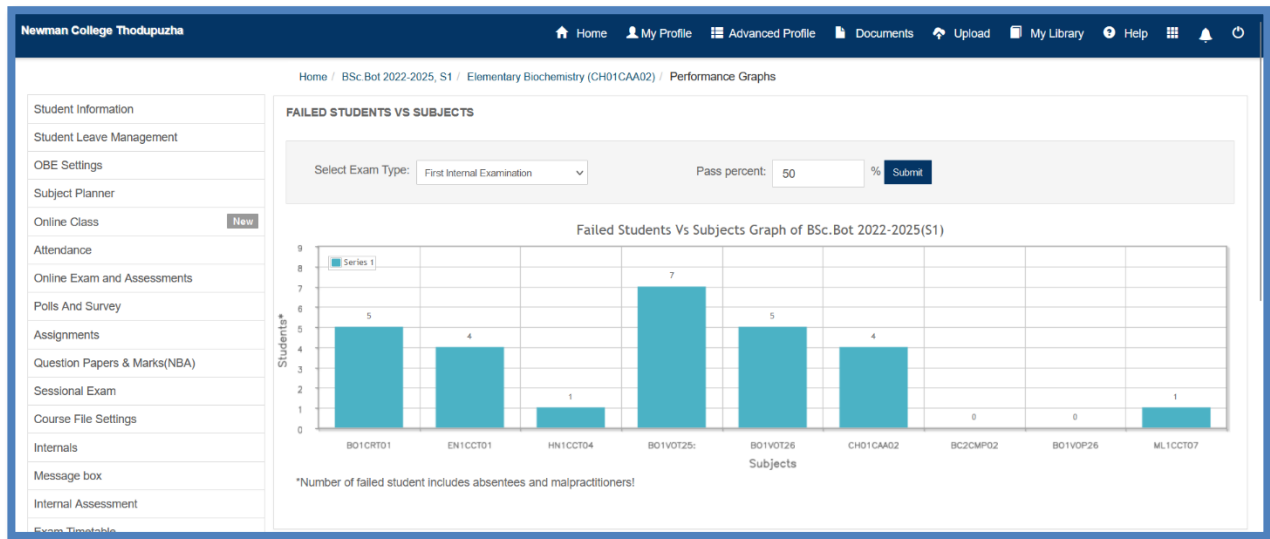
This feature permits the faculty to obtain the result analysis of a batch with respect to various components of internals in the graphical format. Many options are available in the LMS to obtain the result in the graphical format.



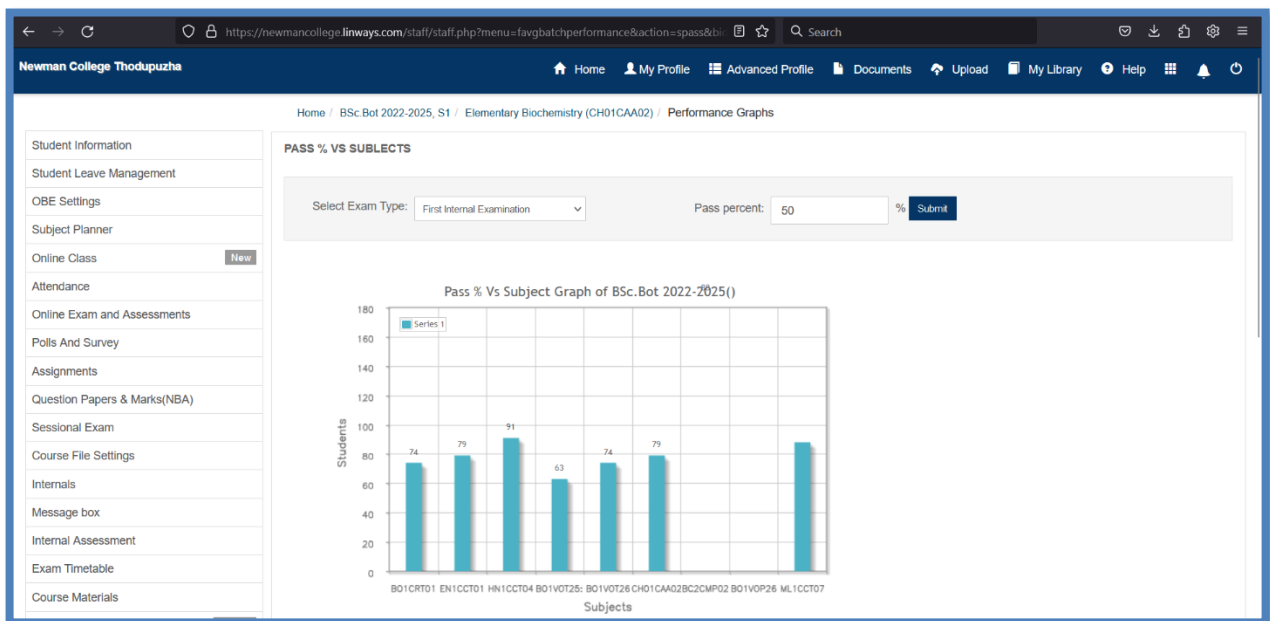
**Different options to get the graphical analysis of internal marks of a batch**



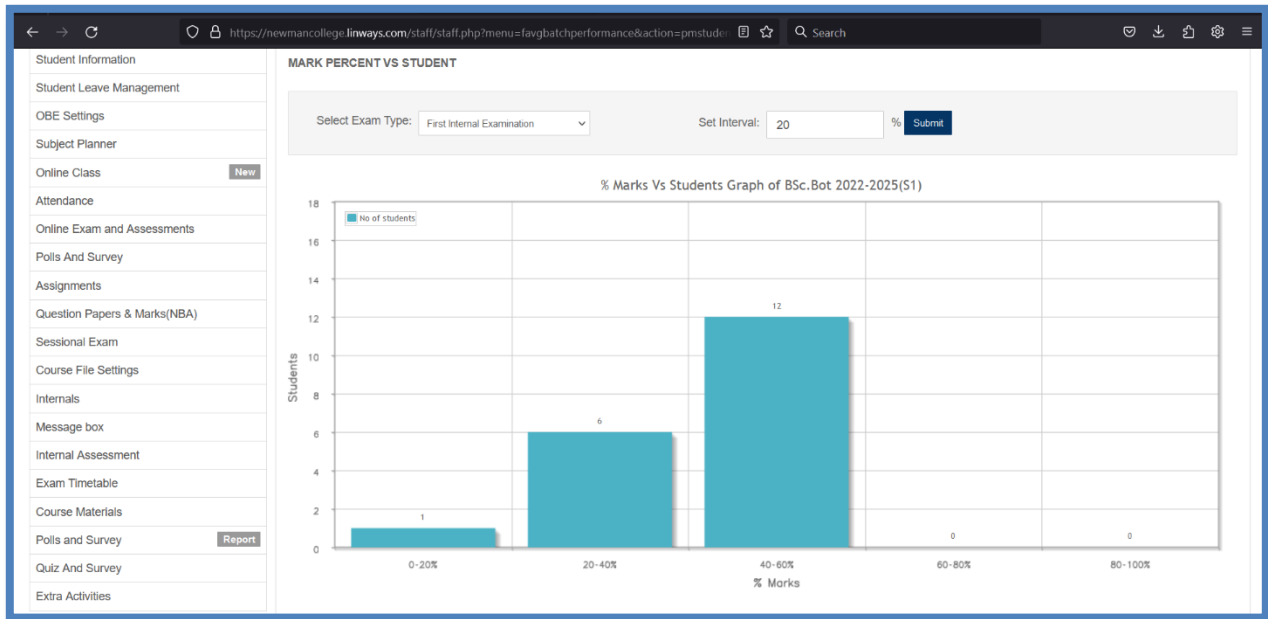
**Performance graph (subject)**



**Failed students Versus Subjects graph for batch for a particular component of internal mark**



**Pass per cent Versus Subjects graph for batch for a particular component of internal mark**

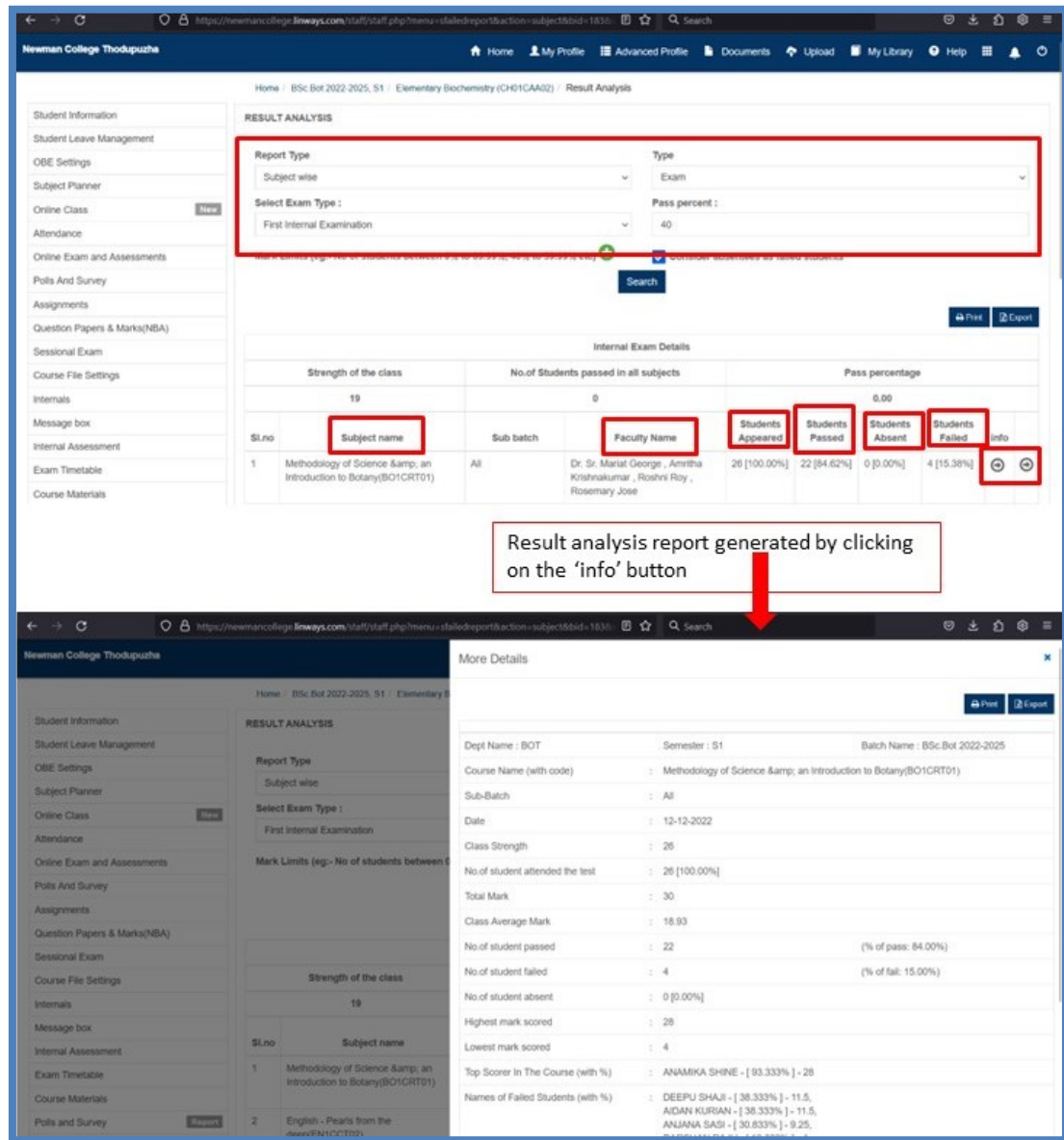


**Per cent marks Versus Students graph for batch for a particular component of internal mark**

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### 13.5. Sessional Result Analysis

This feature permits the faculty to obtain a complete result analysis with respect to any component of the internal marks. The faculty can also obtain the detailed report with respect to any particular component of internal mark in a brief format which can be printed out and kept for future reference as well.



Sessional result analysis Feature of LMS

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### 13.6. Progress Reports

This segment announced the facility to get the progress reports of all the students of a batch with respect to the components of Indian health. Can design the progress report by selecting the components that he wanted to be on the report. The LMS offers three formats for the progress report from which the faculty can choose.

The screenshot displays the 'REPORT FORMAT 1' configuration page in the Newman College LMS. The page is titled 'Progress Report' and is for the 'Elementary Biochemistry (CH01CAA02)' course in the 'BSc Bot 2022-2025, S1' batch. The configuration area includes several sections with checkboxes:


- Select exams to include:** Includes checkboxes for Assignment, attendance, Basic knowledge and presentation skills, Expt/Data Collection, Industrial Visit, Lab involvement, Paper Presentation, Project/ Lab involvement, Punctuality, Relevance of the topic and analysis, Scheme/Organization Report, Test Paper, Viva, First Internal Examination, Knowledge, Lockdown Attendance/Activity, Presentation, Project/ lab Record, Punctuality/Attendance, Relevance of Topic, Second Internal Examination, Topic of Interest, and Written/Lab Tests.
- Select assignments to include:** Includes checkboxes for Assignment 1 and Assignment 2.
- Select subjects to include:** Includes checkboxes for All, Methodology of Science & an Introduction to Botany (BO1CRT01), Biochemistry- Biomolecules (P) (BC2CMP02), English - Pearls from the deep (EN1CCT02), Introduction to Biotechnology (BO1VOT25), Microbiology(P) (BO1VOP26), English - Fine Tune Your English (EN1CCT01), Microbiology (BO1VOT26), Katha Novel (ML1CCT07), Hindi - Poetry and one act Plays (HN1CCT04), and Elementary Biochemistry (CH01CAA02).
- Select Internal Assessment to include:** A dropdown menu set to 'Select'.
- Select items to include:** Includes checkboxes for Name and sign of faculty, Parent's Signature, University Result Analysis, Student Profile Image, Subject Wise Attendance %, Include General Instruction, and Subject Percentage.
- Add faculties info:** A checkbox that is currently unchecked.
- Pass percent:** Set to 50%. There is a checkbox for 'Consider Weighted Average for calculating rank and total percentage' which is also unchecked.
- From:** 01-09-2022 **To:** 17-09-2023. Radio buttons for 'Day Wise' and 'Hour Wise' are present, with 'Hour Wise' selected.
- Select Tutors:** A dropdown menu showing 'Dr. ANJU T R'. A checkbox for 'Consider Rank only for fullpassed students' is checked.

At the bottom of the configuration area, there is a 'Submit' button. Below the configuration area, the progress report is displayed for 'Format 1' for the 'Department: BOT Batch: BSc Bot 2022-2025 Semester: S1'. The report shows the following data:

Progress Report - Format 1							
Department: BOT Batch: BSc Bot 2022-2025 Semester: S1							
TUTOR(s) : Dr. ANJU T R Date : 01-09-2022 To 17-09-2023 Percentage : 50 Type : Hourwise							
Sl.No	Roll.No	Student ID	Name of Student	First Internal Examination	First Internal Examination Rank	Attn. %	Details
1	220401	41683	ABHIRAMI P S	74.52%	5	96.49	<a href="#">Details</a>
2	220402	41526	AIDAN KURIAN	37.86%	No rank	85.96	<a href="#">Details</a>

Options to specify the components for progress card

https://newmancollege.linways.com/staff/staff.php?menu=fprogressreport&action=format1&bid=1838: Search



**Newman College Thodupuzha**  
(Affiliated to Mahatma Gandhi University, Kottayam)  
Re-accredited by NAAC with 'A' Grade

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**S1 - STUDENT PERFORMANCE DATA 01-09-2022 TO 17-09-2023**

Name Of Student	BHAGYASREE LAKSHMANAN	Name of Group Tutor	Dr. ANJU T R
Class/Student ID	S1 BSc. Bot 2022-2025 / 41320	Attendance Percentage	95.91

Subjects	First Internal Examination	Subject Attendance%
HN1CCT04 Hindi - Poetry And One Act Plays	36.5 / 40	97.44
EN1CCT01 English - Fine Tune Your English	25.5 / 40	100
CH01CAA02 Elementary Biochemistry	26 / 30	100
BC2CMP02 Biochemistry- Biomolecules (P)	NA	100
BO1VOT25 Introduction To Biotechnology	23 / 40	94.12
BO1VOT26 Microbiology	22.5 / 30	100
BO1VOP26 Microbiology(P)	NA	100
BO1CRT01 Methodology Of Science & An Introduction To Botany	26.5 / 30	90.57
ML1CCT07 Katha Novel	NA	0
EN1CCT02 English - Pearls From The Deep	NA	0
<b>Total Percentage</b>	76.19	
<b>Rank</b>	3	

**The progress card of a student**

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## Other Options in the home page of faculty

### 1. Timetable

The timetable set for particular faculty for the selected date will be shown here. Here the week to which selected date timetable will be displayed. Here the faculty have the provision to lock/unlock the period. If period is unlocked to all, any of the staff can take the attendance on that particular hour. From the time table you can click on the icon and mark attendance.

### The timetable set for particular faculty

The red tile showing that that attendance entry for that particular hour is assigned to the faculty

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## 2. My Working Hours

By selecting 'From' and 'To' date, the total number of hours for each batch for that particular faculty will be shown. The faculty can also view hour report, planner report and attendance report of students marked by him/her.

The screenshot displays the 'My Working Hours' interface. At the top, there is a navigation bar with 'Home', 'My Profile', 'Documents', 'Upload', 'My Library', 'Help', and a search icon. Below the navigation bar, the user's profile picture is shown on the left. The main content area is titled 'WORKING HOUR DETAILS' and includes a 'REPORT' tab and a 'DAILY WORK LOG' tab. A date range filter is present, with 'From' set to '02-01-2023' and 'To' set to '31-03-2023', followed by a 'Submit' button. Below the filter, there is a 'Daily Work Log' button. On the left side, a sidebar menu contains several options, with 'My Working Hours' highlighted by a red box. The main table displays the following data:

Batch Name	Subject Name	Hours	Hour Report	Planner Report	Attendance Report
BSc.Chem 2020-2023	CH6CRP03	0	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRP04	0	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRP05	1	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRP06	0	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRT12	7	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRT09	6	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Chem 2020-2023	CH6CRP07	0	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>
BSc.Bot 2021-2024	BC4CMT04	1	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>

**Working hours of a faculty during a specified time period**

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### 3. Attendance marking

This tab will enable daily hour wise attendance marking of each class. Faculty can give the details of the batch for which he/she has to mark the attendance to get the list of students in that particular batch. The teacher can mark the attendance of each student and save the attendance.

**Centralised Attendance Marking**

Staff : Dr. ANU MARY JOSEPH | Department : CHEM | Batch : BSc Chem 2020-2023  
 Subject : CH6CRP05 - Physical Chemistry Practical | Sub-batch : Select | Attendance Date : 01-08-2023  
 Hour : 4

Get student List

Cancel Confirm Mark All Absent

Hour : 4. Subject : Physical Chemistry Practical .For All batch  
 Note : Inorder to credit attendance into your account please confirm by clicking confirm button above.

Absentees : 0

Batch : BSc.Chem 2020-2023 - s6 | Student Count : 36

ABHINAV SIVADAS Roll No : 200301	AFSHANA JAMAL Roll No : 200302	AISWARYA K R Roll No : 200303
ALANA THOMAS Roll No : 200305	AMAL PRASAD Roll No : 200306	AMEENA HAMEED Roll No : 200307
AMINAMOL BASHEER Roll No : 200308	ANU RAMACHANDRAN Roll No : 200309	ARYA UNNKRISHNAN Roll No : 200310
ARYA VINEETH Roll No : 200311	ASWIN K S Roll No : 200312	ASWIN T JAYARAM Roll No : 200313
FATHIMA HAMEED Roll No : 200314	FEMI FRANCIS Roll No : 200315	HARIHARAN P. Roll No : 200316
JYOTHIKA VENU Roll No : 200318	KEERTHANA E. B. Roll No : 200319	KRISHNAPRIYA P Roll No : 200320
LIBINA VARKEY Roll No : 200321	SHAHANA V. N. Roll No : 200322	SREERAJ N R Roll No : 200323
ABHIJITH JJI Roll No : 200324	ALEENA SALIM Roll No : 200326	AMEENA SHARAJ Roll No : 200327
ANAH MANO Roll No : 200328	ANNA JOSH Y Roll No : 200329	ASHKAR FAISAL Roll No : 200330
BISMIYA UMMER Roll No : 200331	FARZEENA ASHRAF Roll No : 200332	FATHIMA SAJANA Roll No : 200333
MIDHUN PAUL VARGHESE Roll No : 200334	NOWRIN NAVAS Roll No : 200335	SAFVANA FATHIMA Roll No : 200336
SHOUN PAUL Roll No : 200337	SNEHAMOL SAHAJAN Roll No : 200338	SREELAKSHMI C Roll No : 200339

Calendar: August 2023

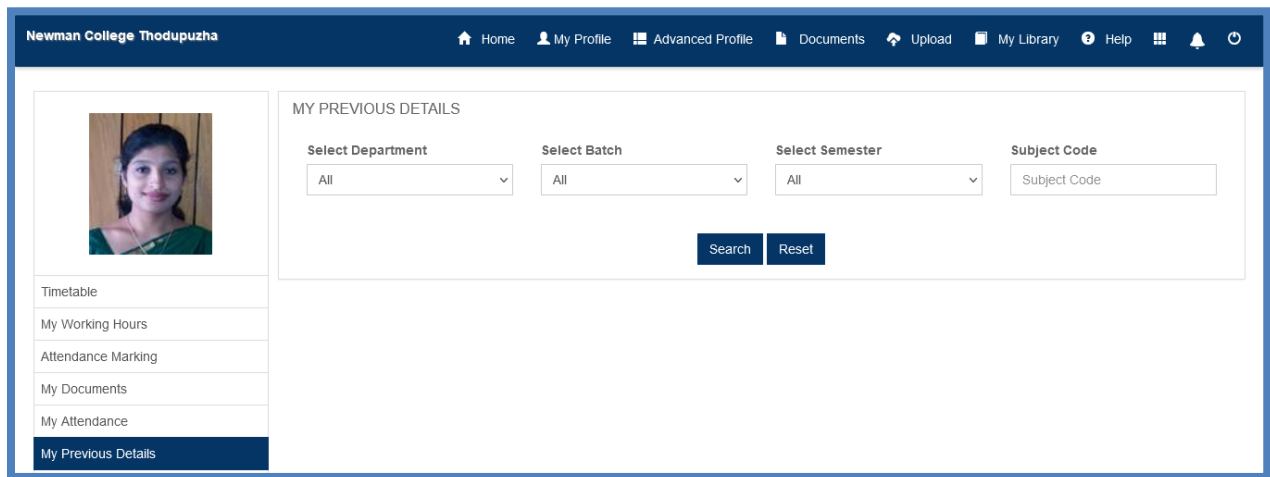
Powered by Linways Technologies Pvt. Ltd. | Product Version 3.4.0 ENTERPRISE

Daily Attendance marking portal for faculty

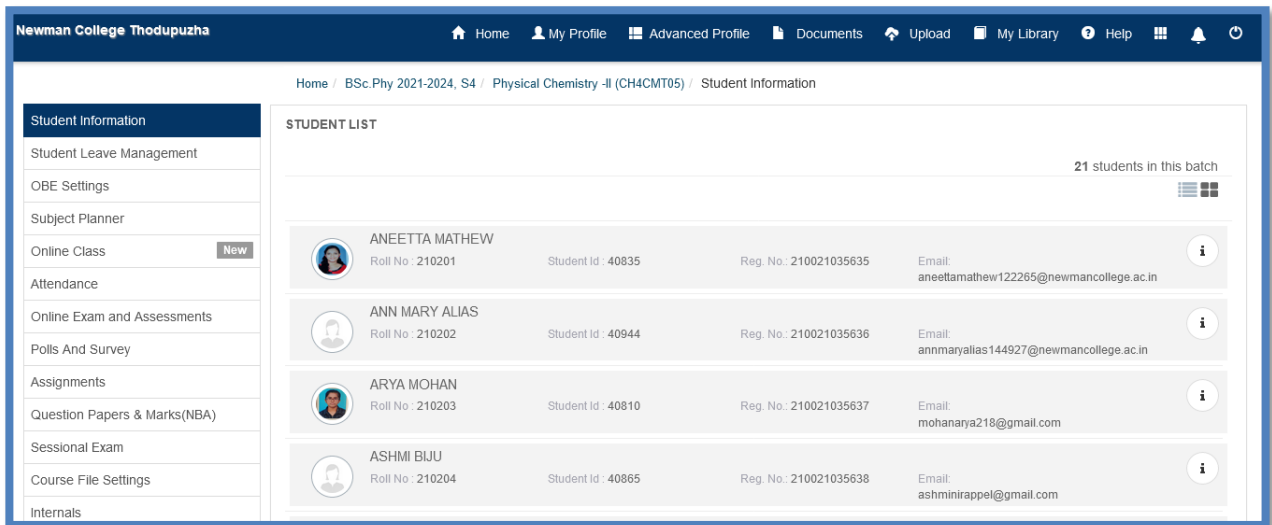
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#### 4. My Previous details

In this section the faculty can obtain the personal details of students of older batches. The list of all students of the requested older batch including basic details like name, roll number, PRN, e mail id will be displayed according to the search command. Student specific details can be further obtained by clicking on the “i” button against each student.



#### Window to obtain details of students of previous batches



#### Student Information of corresponding to the requested older batch



**Profile**

Attendance

Assignment Marks

Performance

Performance Graph

University Results

Feedbacks And Activities

**ANEETTA MATHEW'S PROFILE**

Previous batch(s) of student	--
Current batch	BSc.Phy 2021-2024 [S4]
Account:	40835
University Reg No.:	210021035635
Name:	ANEETTA MATHEW
Admission date:	07-10-2021
Student Email:	aneettamathew122255@newmancollege.ac.in
Birthday:	11-11-2003
Address:	Manayanickal H Kunchithanny
Student Phone (MOB):	9778531933
Parent Phone (MOB):	9656109805
Gender:	FEMALE
SSLC:	
Plustwo:	
Availed Hostel Facility:	No
Availed Bus Facility:	No
Religion:	CHRISTIAN
Category:	Syro Malabar Catholic
Mother Tongue:	--
Nationality:	INDIAN
Second language:	HINDI
Extra-Curricular Activities:	--
Father's Name:	Mathew M K
Father's Occupation:	--
Father's Annual Income:	--
Father's E-mail:	--
Mother's Name:	Anni Mathew
Mother's Occupation:	--
Mother's Annual Income:	--
Mother's E-mail:	--
Current Address:	..
Permanent Address:	..

Print Student Profile

**Detailed profile of student of older batch obtained**

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### 5. My Ratings

This feature allows the faculty to access the teacher evaluation reports of that particular faculty. The evaluation reports of the evaluation done by all batches and all years are available from which he/she can choose the details of any by clicking on the arrow under details column. The per cent distribution of grades given for each category under evaluation and the overall Teaching Effectiveness Index / percentage per batch can be accessed here.

The screenshot shows the faculty portal interface for Newman College Thodupuzha. On the left is a sidebar menu with options like Timetable, My Working Hours, Attendance Marking, My Documents, My Attendance, My Previous Details, My Ratings (highlighted), Evaluation, Student Leave Management, Transport, Message box (0), Rules and Regulations, Committees, Exam, Staff Appraisal, and File Storage. The main content area is titled 'FACULTY EVALUATION RESULTS OF DR. ANU MARY JOSEPH' and contains a table with 15 rows of evaluation data. Each row includes a serial number, evaluation name, batch name, and a details link.

Sl.No.	Evaluation Name	Batch Name	Details
1	FACULTY EVALUATION 2021-22 EVEN SEM	BSc.Zoo 2020-2023	<a href="#">➔</a>
2	FACULTY EVALUATION 2021-22 EVEN SEM	BSc.Bot 2020-2023	<a href="#">➔</a>
3	FACULTY EVALUATION 2021-22 EVEN SEM	BSc.Phy 2020-2023	<a href="#">➔</a>
4	FACULTY EVALUATION 2021-22 EVEN SEM	BSc.Bot 2021-2024	<a href="#">➔</a>
5	FACULTY EVALUATION 2021-22 EVEN SEM	MSc.Chem 2021-2023	<a href="#">➔</a>
6	FACULTY EVALUATION 2021-22 EVEN SEM	MSc.Chem 2020-2022	<a href="#">➔</a>
7	FACULTY EVALUATION 2022-23 ODD SEM	BSc.Chem 2020-2023	<a href="#">➔</a>
8	FACULTY EVALUATION 2022-23 ODD SEM	M.Sc. Chem 2022-2024	<a href="#">➔</a>
9	FACULTY EVALUATION 2022-23 ODD SEM	BSc.Phy 2021-2024	<a href="#">➔</a>
10	FACULTY EVALUATION 2022-23 ODD SEM	BSc.Bot 2021-2024	<a href="#">➔</a>
11	FACULTY EVALUATION 2022-23 ODD SEM	BSc.Bot 2022-2025	<a href="#">➔</a>
12	FACULTY EVALUATION 2022-23 ODD SEM	MSc.Chem 2021-2023	<a href="#">➔</a>
13	Even Sem 2022-2023	BSc.Phy 2021-2024	<a href="#">➔</a>
14	Even Sem 2022-2023	BSc.Bot 2022-2025	<a href="#">➔</a>
15	Even Sem 2022-2023	BSc.Bot 2021-2024	<a href="#">➔</a>

### Teacher evaluation reports

Newman College Thodupuzha

Home | My Profile | Advanced Profile | Documents | Upload | My Library | Help

Home : BSc.Phys 2021-2024 (S4) | Faculty Evaluation

**FACULTY EVALUATION RESULTS**

Format 1

Show Feedback | Export

Evaluation Name : Even Sem 2022-2023  
 Staff Name : Dr. ANU MARY JOSEPH (AMJC)  
 Batch Name : B.Sc.Phys 2021-2024  
 Subject Name : Physical Chemistry - II

Sl.No	Questions	Quality	Point (P)	Votrs (V)
<b>SECTION 1</b>				
1	Approachability	Poor	4	0.00%
		Average	5	0.00%
		Fair	6	0.00%
		Satisfactory	7	0.00%
		Good	8	20.00%
		Very Good	9	20.00%
			Points Gained :	144/16 = 9.00
8	Regularity & Punctuality in taking classes	Average	5	0.00%
		Fair	6	0.00%
		Satisfactory	7	0.67%
		Good	8	6.67%
		Very Good	9	6.67%
		Excellent	10	80.00%
			Points Gained :	143/16 = 8.94
10	Sincerity and Commitment	Poor	4	0.00%
		Average	5	0.00%
		Fair	6	0.00%
		Satisfactory	7	0.00%
		Good	8	20.00%
		Very Good	9	6.67%
			Points Gained :	143/16 = 8.94
<b>Teaching Effectiveness Index</b>				<b>95.47</b>
<b>Total Percentage</b>				<b>95.47%</b>

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Detailed Teacher evaluation reports pertaining to a batch

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**6. Exam Marks**

This section enables the faculty to obtain the subject wise form A to be published in the students group so that the students can verify the internal marks given to them for the particular semester for the particular subject. After the students verify their internal marks in the form A the faculty can proceed to generate the form B of internal marks for a particular batch. This form B has to be forwarded by the principal to the university.

In order to generate form A for a particular subject the faculty should specify the details pertaining to that subject and click the submit button. Further options are available to add the names of the authorities who should sign the form a before publishing it in the student front. If the faculty is satisfied with the generated internal marks in the form A he can click on the export button so that the print table PDF format of the form A will be generated.

**FORM A**

Department\* BOT  
Batch\* BSC.Bot 2022-2025  
Semester\* S2  
Subject\* Biochemistry- Biomolecules (T)  
Subbatch\* All  
Staff List\* Dr. ANU MARY JOSEPH  
HOD List\* Sri. BUJU PETER  
Principal\* Dr. BIJIMOL THOMAS

[Export](#)

**MAHATMA GANDHI UNIVERSITY**  
**INTERNAL ASSESSMENT FOR UG PROGRAMME-CBCS (2022 ADMISSION)**

Center Code : F006      College : Newman College Thodupuzha      Semester : 1 of 2022  
Programme : B.Sc. Botany, Biotechnology and      Course Title : Biochemistry-

Sl.No	Reg No	Name of Candidate	Test Paper 1(4)	Test Paper 2(4)	Attendance(5)	Assignment(2)	Grand Total 15	Remarks
1	220021037904	Abhirami P S	2.8	1.67	5	2	11	
2	220021037905	Aidan Kurian	2.4	0.8	5	2	10	
3	220021037906	Anamika Shine	4	3.07	5	2	14	
4	220021037907	Anjana Sasi	1.8	2.27	5	2	11	
5	220021037908	Anshamol Mathew	1.8	2.27	5	2	11	
6	220021037909	Anupama Sajeewan	3.8	2.87	5	2	14	
7	220021037910	Bhagyasree Lakshmanan	2.8	3.07	5	2	13	
8	220021037911	Darshan Raju	1.8	0.93	5	2	10	
9	220021037912	Deepu Shaji	1.8	0	5	2	9	
10	220021037913	Esham Khan	2.8	2.87	5	2	12	
11	220021037914	Fitha Fathima U S	3.8	1.53	5	2	12	
12	220021037915	Gopika J K	3.8	3.07	5	2	14	
13	220021037916	Hasna Sulphikar	3.8	1.33	5	2	12	
14	220021037917	Induja R	3.6	3.07	5	2	14	
15	220021037918	Lakshmi Prabha P S	3.8	2.53	5	2	13	
16	220021037919	Nandhana Suresh	2.8	2.13	5	2	12	
17	220021037920	Navya Sahadevan	3	2.8	4	2	12	
18	220021037921	Nayana E S	3.4	3.13	5	2	14	
19	220021037922	Sarangu Shaji	2.8	2.53	5	2	12	

Certified that :

- The entries are verified with the records and there is no error or omission.
- These assessments were published and no grievances from the students are pending.

## Generating Form A of a subject





**FORM B**

Department\*: BOT  
 Batch\*: BSc.Bot 2022-2025  
 Semester\*: S2

Staff List\*: Dr. ANU MARY JOSEPH  
 HOD List\*: Sri. BUJU PETER  
 Principal\*: Dr. BIJIMOL THOMAS

**MAHATMA GANDHI UNIVERSITY**  
**INTERNAL ASSESSMENT FOR UG PROGRAMME-CBCS (2022 ADMISSION)**

Center No : F006      College : Newman College Thodupuzha      Semester : 1 of 2022      Programme : B.Sc. Botany, Biot and Biochemistry (Mode

Sl.No	Reg No	Name of Candidate	Common	Common	Common	Core	Complementary	Complementary	Complementary	Core	Complementary	Complement
			EN2CC T93 Issues that Matter (T)	HR2 CC T92 Hindi- Prose & Short stories	MLJCC T08 Karithayam Nadakavum	BO2CR T02 Microbiology, Mycology and Plant Pathology	BO2VO4 T03 Molecular Biology	BO2VO4 T04 Fundamentals of Enzymology	BC2CM T02 Biochemistry- Biomolecules (T)	BO2CRP H1 Microbiology, Mycology and Plant Pathology	BO2VO4 P01 Micro Biology & Fundamentals of Enzymology & Radiobiology	BC2CMP P1 Biochemist Biomolecu (P)
			THEORY	THEORY	THEORY	THEORY	THEORY	THEORY	THEORY	PRACTICAL	PRACTICAL	PRACTIC
			Marks	Marks	Marks	Marks	Marks	Marks	Marks	Marks	Marks	Marks
1	220021037904	ABHIRAMI P S	18	16	*	12	16	13	11	10	10	10
2	220021037905	AIDAN KURIAN	12	13	*	11	14	10	10	10	10	10
3	220021037906	ANAMIKA SHINE	18	18	*	13	19	15	14	10	10	10
4	220021037907	ANJANA SASI	17	*	18	11	13	9	11	10	10	10
5	220021037908	ANSHAMOL MATHEW	16	14	*	12	14	10	11	10	10	10
6	220021037909	ANUPAMA SAJEEVAN	16	*	18	13	16	14	14	10	10	10
7	220021037910	BHAGYASREE LAKSHMANAN	18	18	*	13	16	14	13	10	10	10
8	220021037911	DARSHAN RAJU	11	*	13	8	10	8	10	10	10	10
9	220021037912	DEEPU SHAJI	15	*	15	9	13	10	9	10	10	10
10	220021037913	ESHAN KHAN	18	18	*	12	15	13	12	10	10	10
11	220021037914	FITHA FATHIMA U S	17	17	*	12	14	12	12	10	10	10

**Generating Form B of a batch**

Form B1 (To be submitted to the University)

**MAHATMA GANDHI UNIVERSITY**  
INTERNAL ASSESSMENT FOR UG PROGRAMME-CBCS (2022 ADMISSION)

Center No : F006      College : Newman College Thodupuzha      Semester : I of 2022      Programme : B.Sc. Botany, Biotechnology and Biochemistry (Model -II)

Sl.No	Reg. No	Name of Candidate	Common		Common	Core	Complementary	Complementary	Complementary	Core	Complementary	Complementary	Remarks
			EN2CCT03	HR2 CCT02	ML2CCT08	BO2CR02	BO2VO4T03	BO2VO4T04	BC2CMT02	BO2CRP01	BO2VO4P01	BC2CMP02	
			Issue that Matter (T)	Hindi- Prose & Short stories	Kavithayam Nadakavum	Microbiology, Mycology and Plant Pathology	Molecular Biology	Fundamentals of Enzymology	Biochemistry (T)	Microbiology, Mycology and Plant Pathology	Micro Biology & Fundamentals of Enzymology & Radioisotopy	Biochemistry (P)	
THEORY	THEORY	THEORY	THEORY	THEORY	THEORY	THEORY	THEORY	PRACTICAL	PRACTICAL	PRACTICAL			
1	220021037904	ABHIRAMI P.S	18	16	*	12	16	13	11	10	10	10	
2	220021037905	AIDAN KURIAN	12	13	*	11	14	10	10	10	10	10	
3	220021037906	ANAMIKA SHINE	18	18	*	13	19	15	14	10	10	10	
4	220021037907	ANJANA SASI	17	*	18	11	13	9	11	10	10	10	
5	220021037908	ANSHAMOL MATHEW	16	14	*	12	14	10	11	10	10	10	
6	220021037909	ANUPAMA SAJEEVAN	16	*	18	13	16	14	14	10	10	10	
7	220021037910	BHAGYASREE LAKSHMANAN	18	18	*	13	16	14	13	10	10	10	
8	220021037911	DARSHAN RAJU	11	*	13	8	10	8	10	10	10	10	
9	220021037912	DEEPU SHAJI	15	*	15	9	13	10	9	10	10	10	

Certified that :

- The entries are verified with the records and there is no error or omission.
- These assessments were published and no grievances from the students are pending.

Dr. ANU MARY JOSEPH  
Name and signature of the  
Teacher(s) in Charge

Sri. BIJU PETER  
Name and signature of  
the Head of the  
Department

Dr. Krishnakumar M V  
Name and Signature of the  
General Co-ordinator

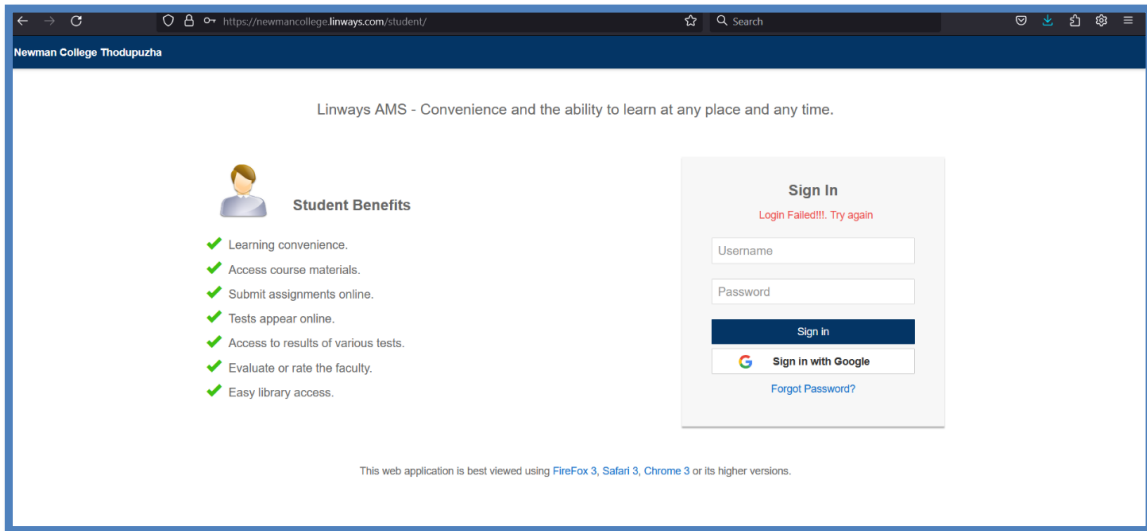
Dr. BIJIMOL THOMAS  
Name and signature of the  
Principal

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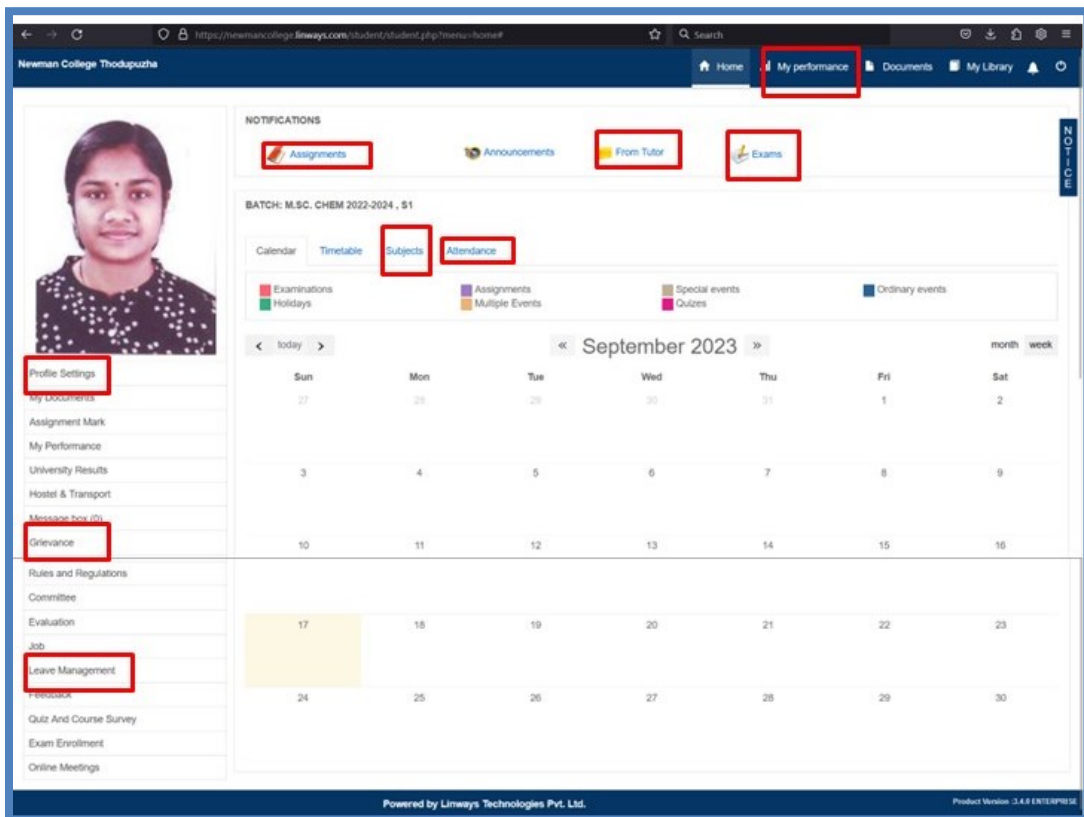
**B-Form for a batch exported to the PDF format (to be forwarded to the University)**

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## STUDENT MODULE



Student login page



Student homepage

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The main features of student profile are listed below

### 1. My Performance

This feature allows the student to view his p-erformance in the internal examinations conducted.

The screenshot displays the 'MY PERFORMANCE' section of a student profile. It includes a sidebar with navigation options, a profile picture, and three performance tables. The 'Assignment' table shows marks for various chemistry practicals and theory exams. The 'attendance' table shows marks for the same subjects. The 'First Internal Examination' table shows marks for practicals and theory exams.

Assignment				
Subject Name	Marks Obtained	Percentage	Class Average	Max Marks
CH 50 0205 Inorganic Chemistry Practical-1	--	0%	0	5
CH 50 0206 Organic Chemistry Practical-1	--	0%	0	5
CH 50 0207 Physical Chemistry Practical-1	--	0%	0	5
CH500101 Organometallics & Nuclear Chemistry	5	100%	5	5
CH500102 Structural & Molecular Organic Chemistry	5	100%	5	5
CH500103 Quantum Chemistry and Group Theory	5	100%	5	5
CH500104 Thermodynamics, Kinetic Theory and Statistical Thermodynamics	5	100%	5	5
<b>Total</b>	<b>20</b>			
<b>Percentage</b>		<b>57.14%</b>		
<b>Weighted Percentage</b>		<b>57.14%</b>		

attendance				
Subject Name	Marks Obtained	Percentage	Class Average	Max Marks
CH 50 0205 Inorganic Chemistry Practical-1	--	0%	0	5
CH 50 0206 Organic Chemistry Practical-1	--	0%	0	5
CH 50 0207 Physical Chemistry Practical-1	--	0%	0	5
CH500101 Organometallics & Nuclear Chemistry	--	0%	0	5
CH500102 Structural & Molecular Organic Chemistry	5	100%	5	5
CH500103 Quantum Chemistry and Group Theory	--	0%	0	5
CH500104 Thermodynamics, Kinetic Theory and Statistical Thermodynamics	--	0%	0	5
<b>Total</b>	<b>5</b>			
<b>Percentage</b>		<b>14.29%</b>		
<b>Weighted Percentage</b>		<b>14.29%</b>		

First Internal Examination				
Subject Name	Marks Obtained	Percentage	Class Average	Max Marks
CH 50 0205 Inorganic Chemistry Practical-1	--	0%	0	40
CH 50 0206 Organic Chemistry Practical-1	--	0%	0	40
CH 50 0207 Physical Chemistry Practical-1	--	0%	0	40
CH500101 Organometallics & Nuclear Chemistry	5	100%	3.8	5
CH500102 Structural & Molecular Organic Chemistry	5	100%	4.27	5
CH500103 Quantum Chemistry and Group Theory	5	100%	5.07	5
CH500104 Thermodynamics, Kinetic Theory and Statistical Thermodynamics	5	100%	5.07	5

Report of student performance in Internal examinations

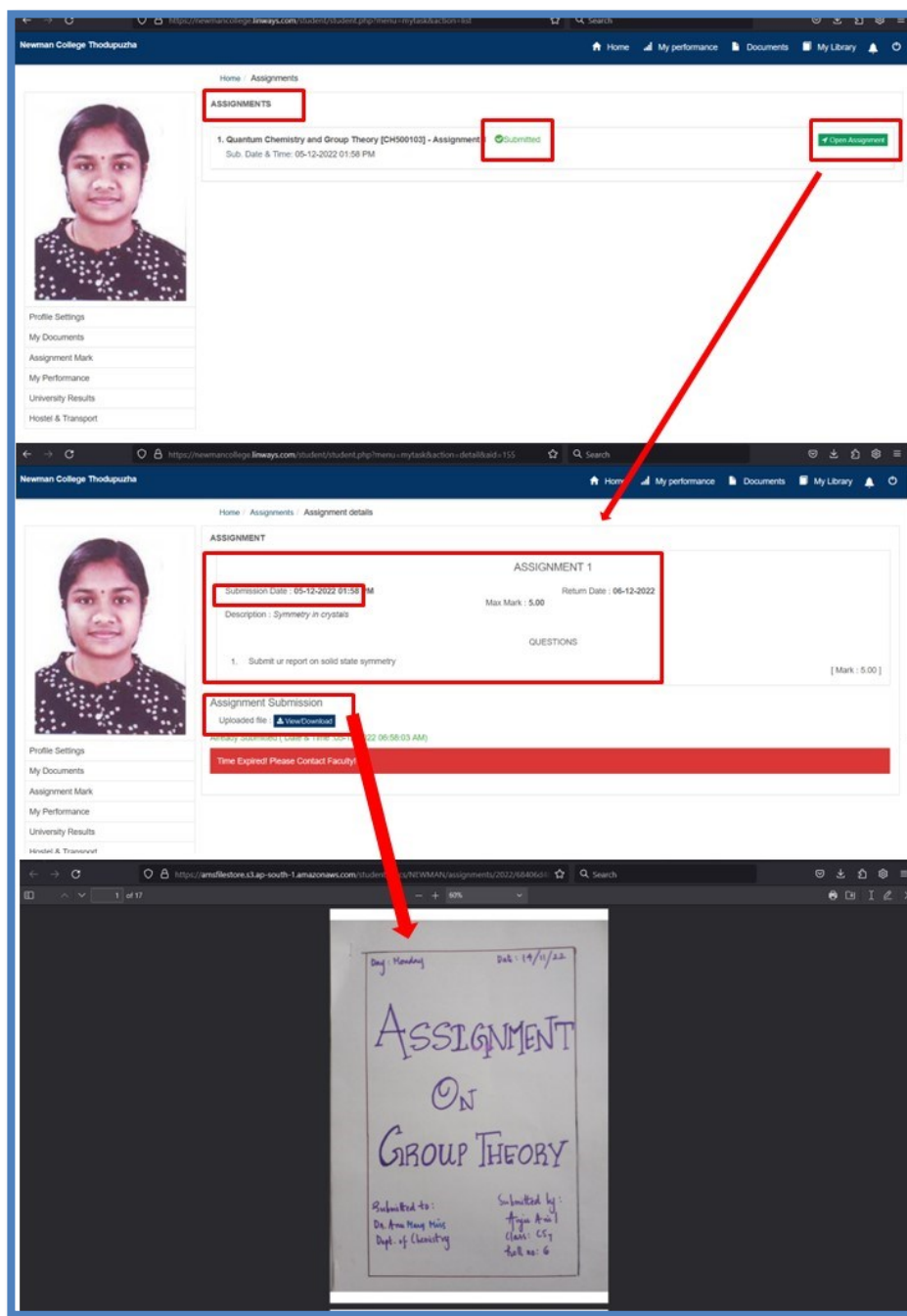
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## **2. Notifications**

This feature intimates the student about the new assignments he has to submit, The exams scheduled, messages from tutor, etc.

### **2.1. Assignments**

The assignment's notification will intimate the student about the new assignments posted by the faculty. This section also halts the information regarding the previous assignments submitted by the student. The student can view the details of the previous assignment and even download thus assignment he has already submitted.

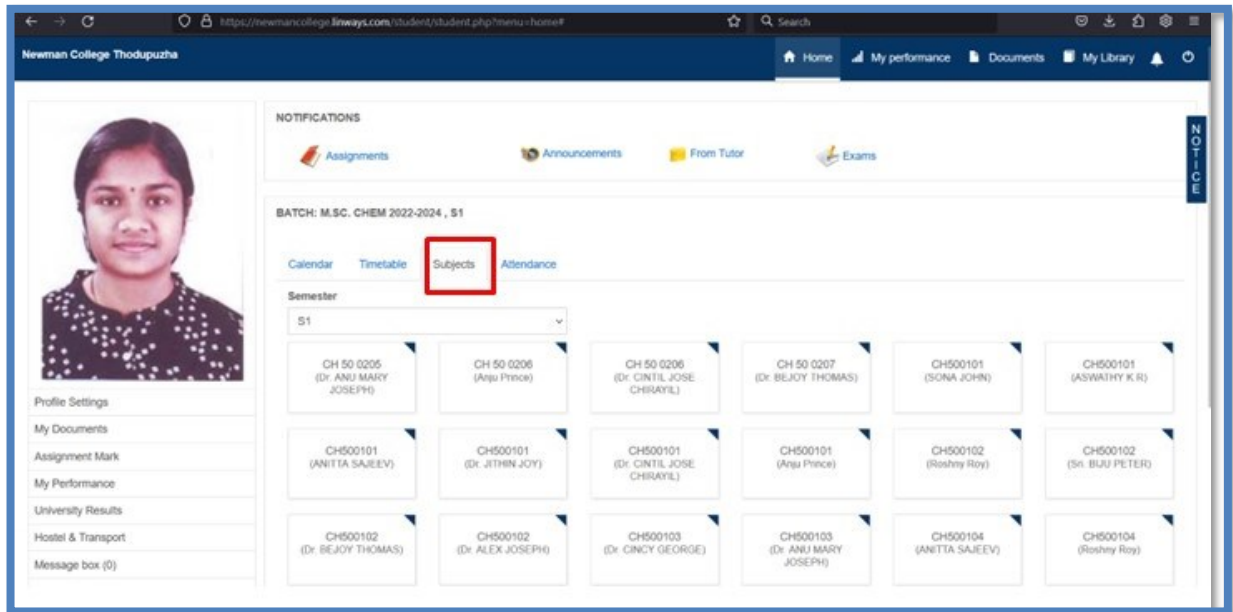


Assignments option in student profile

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### 3. Subjects

This feature permits the student to access the subjects in a particular semester. The list of the faculty engaging the subject is also available.



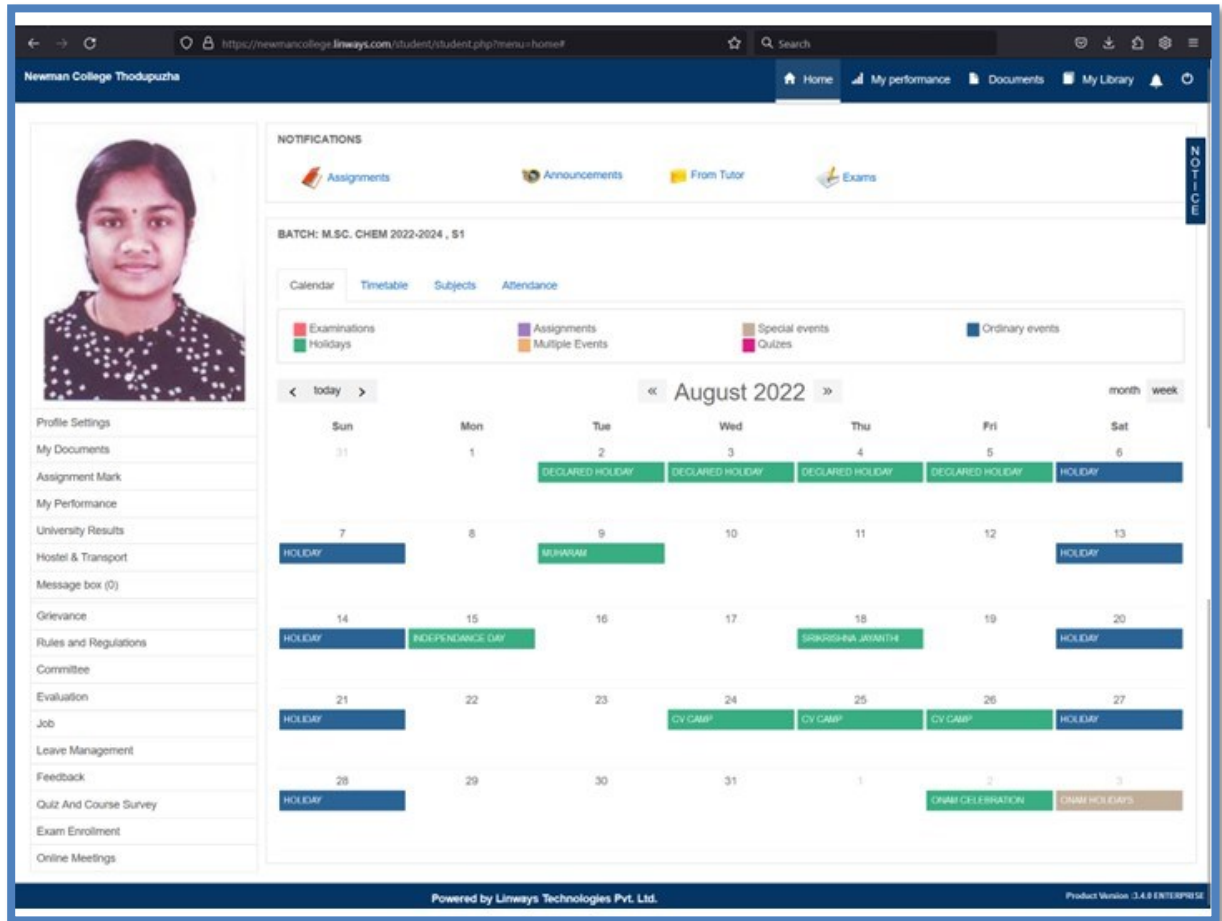
The subjects learned by a student during a particular semester

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#### 4. Calender

The calendar shows the details about each day so that the student can plan things ahead. This exactly a digital version of the college calendar circulated students through handbooks.



Calender from student profile

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#### 4. Attendance

This section presents the subjectwise attendance report of the student it shows the total working hours per subject, the number of hours the student was absent, the number of hours for which he has availed duty leave, his attendance percentage etc.

The screenshot displays a student's profile page on the Newman College website. The page includes a navigation menu at the top with options like Home, My performance, Documents, and My Library. On the left, there is a sidebar with various settings and services. The main content area shows the student's profile picture and a list of notifications. Below this, the 'Attendance' tab is selected and highlighted with a red box. The page displays the student's batch information (M.SC. CHEM 2022-2024, S1) and a 'SUBJECT WISE ATTENDANCE REPORT (HOUR-WISE)'. The report includes a table with columns for Sl No, Subject Name, Number of Attended Hour (Duty Leave Hours Included), Total Hour, Duty Leave Hours, Attendance Percentage, and Attendance Percentage in Class. The table shows data for five subjects and a total row.

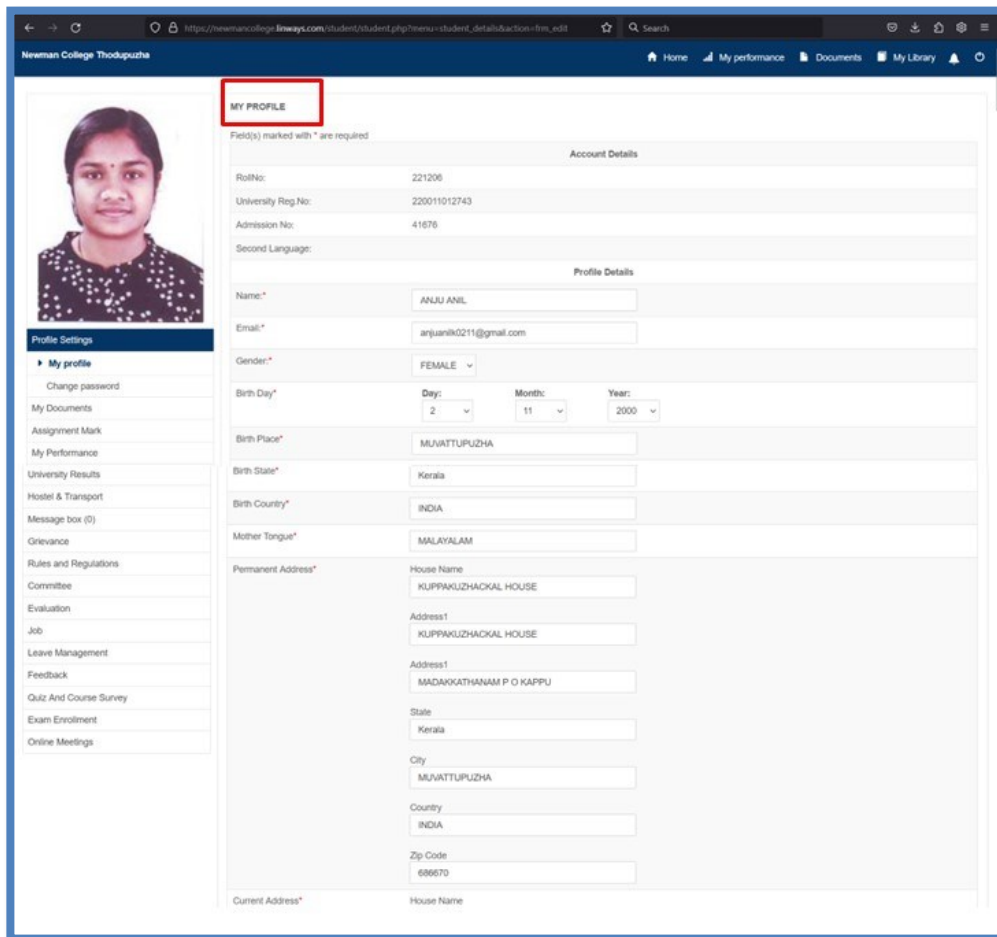
Sl No	Subject Name	Number of Attended Hour (Duty Leave Hours Included)	Total Hour	Duty Leave Hours	Attendance Percentage	Attendance Percentage in Class
1	Inorganic Chemistry Practical-1 (CH 50 0205)	9	9	3	100%	66.67%
2	Organic Chemistry Practical-1 (CH 50 0206)	4	4	0	100%	100%
3	Organometallics & Nuclear Chemistry (CH500101)	21	24	2	87.5%	70.17%
4	Structural & Molecular Organic Chemistry (CH500102)	37	37	0	100%	100%
5	Quantum Chemistry and Group Theory (CH500103)	8	10	1	80%	70%
Total		79	84	6	94.05%	86.9%

Subject wise attendance report of the student

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### 5. Profile settings

This feature holds the personal details family details and the bad data of the students. Data on diverse aspects of the students’ personal and academic profile are displayed on this page. The data includes a name list of students of the various classes of the various programmes of the Department such as UG, PG etc. The particulars of the students of the Aided and Self-Financing streams of the Department can be accessed through the portal. The details can either be accessed in ledger form or can be exported to an Excel form. The page also furnishes details of the students such as name and department number of the student, town/village, name of the parent or guardian, residential address and contact number, date of birth, nationality, religion, caste, community, and email address.

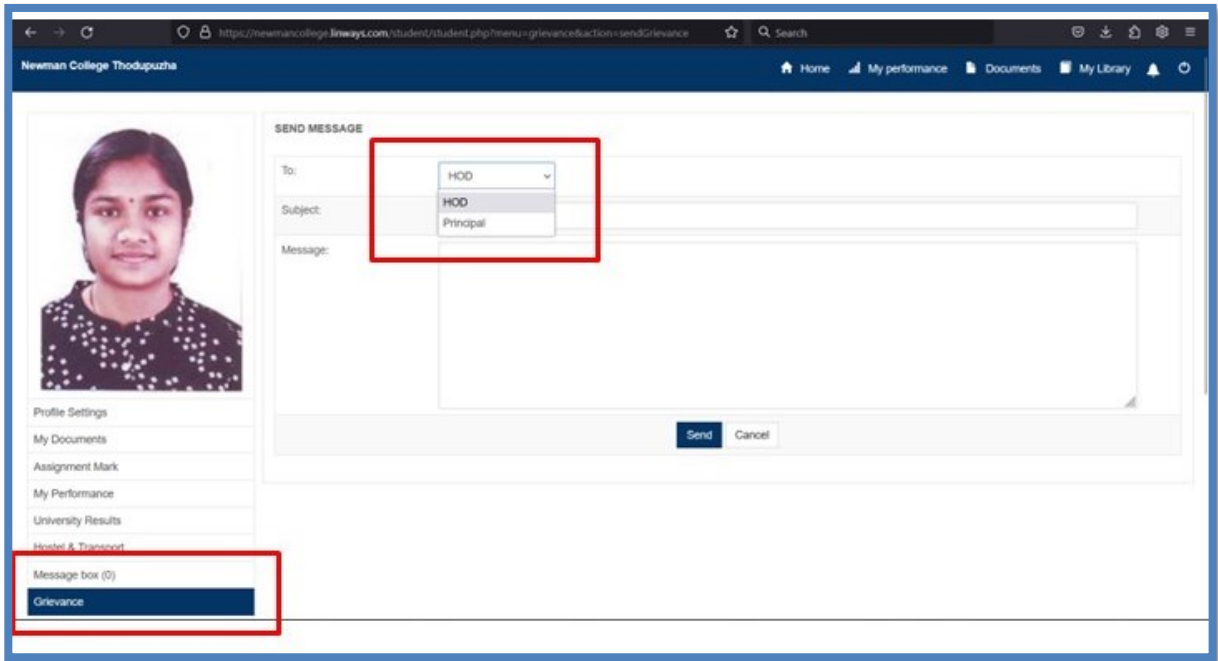


Profile of a student

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## 6. Grievance

This feature permits the student to report his grievance directly to head of the department or principal personally as a message.



**Grievance redressal mechanism for students**

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## 7. Leave management

This feature permits the student to apply for leaves. This is especially useful when the student has to apply for duty leave in case he has missed any classes due to the additional duties assigned to him by the college or the department. The student can also view the previous applications and the action taken on them.

The screenshot displays the 'LEAVE APPLICATION' interface. On the left, a sidebar menu is visible with 'Leave Management' highlighted, containing 'Apply For Leave' and 'Applied Leave(s)'. The main form area includes the following fields:

- LEAVE TYPE:** A dropdown menu with 'Select' as the current value.
- SELECT STAFF:** A dropdown menu with 'Select' as the current value.
- DAY:** Radio buttons for 'Single' (selected) and 'Multi'.
- LEAVE ON:** A 'From Date' input field.
- SESSION:** Checkboxes for '1st Hour', '2nd Hour', '3rd Hour', '4th Hour', and '5th Hour'.
- LEAVE REASON:** A text input field.
- LEAVE DESCRIPTION:** A larger text input field with a character count: 'You have 500 chars left'.
- ATTACHMENT:** A section for uploading files, with a red box around the 'Upload' button. The text below it says 'supported format(s): pdf upload limit: 4MB'.
- Submit:** A button at the bottom right of the form.

At the bottom of the page, it states 'Powered by Linways Technologies Pvt. Ltd.' and 'Product Version: 3.4.0 ENTERPRISE'.

Student leave application format

The image shows two screenshots of the Newman College LInways student portal. The top screenshot displays the 'APPLIED LEAVE(S)' section with a table containing one entry. A red box highlights the 'APPLIED LEAVE(S)' header, and a red arrow points from the 'Details' column of the table to a modal window in the bottom screenshot.

SLNo	Leave Type	Leave Date	Session	Status	Details	Print	Application Details	Cancel
1	DL	FROM : 18-01-2023 TO : 10-02-2023	Full Day	Approved				

The modal window titled 'DL' provides the following details:

- LEAVE TYPE: DL
- LEAVE ON: 18-01-2023 to 10-02-2023
- SESSION: Full Day
- REASON: MG University Kalotsav, Thiruvathira Practice.
- DESCRIPTION: MG University Kalotsav, Thiruvathira Practice.
- ATTACHMENT: --
- ASSIGNED TO: Dr. NEERADA MARIA KURIAN

Previous leave details of a student

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## 8. Online Class

STUDENT can access the online classes here following the below protocol

- Click on the Online Meeting option in the left menu panel. The Live meetings will be listed here.
- Click on the Join button corresponding to the meeting listed.
- Students can also view the Upcoming and Old Meeting by selecting the respective tabs

The screenshot displays the 'Meetings' section of a student portal. On the left is a navigation menu with 'Online Meetings' highlighted. The main area shows a table of meetings under the 'Upcoming' tab.

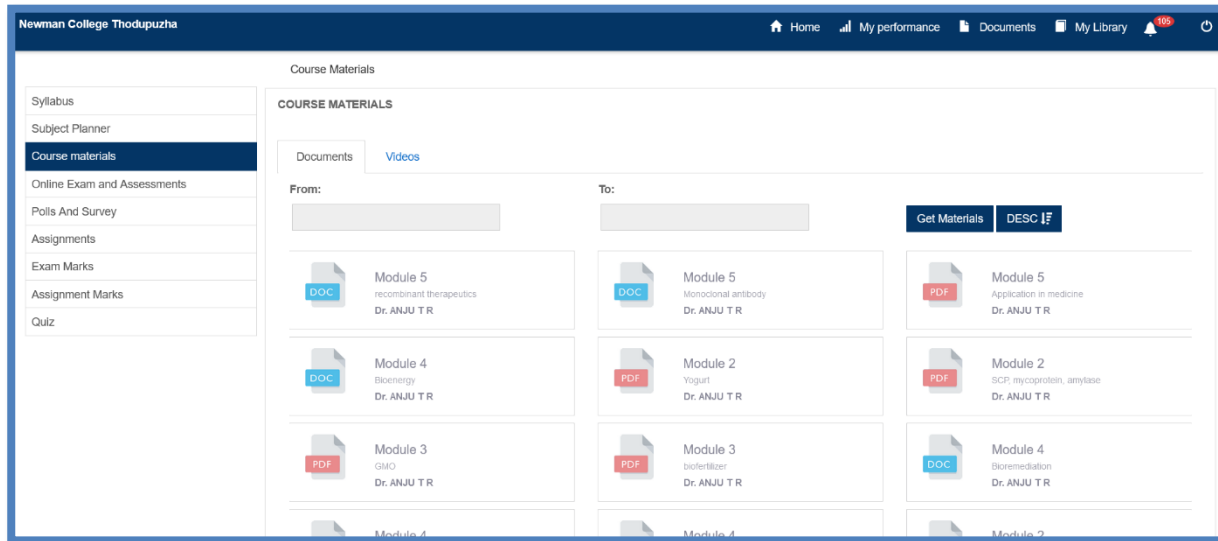
#	Name	Description	Meeting Date	Join
1	Linways Training	staf372	2020-05-07 13:55:00	Join

Accessing the online classes

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## 9. Course materials

The student can access the course materials uploaded by the faculty by clicking on the subject tile for that particular subject from my subjects list and selecting course materials option.



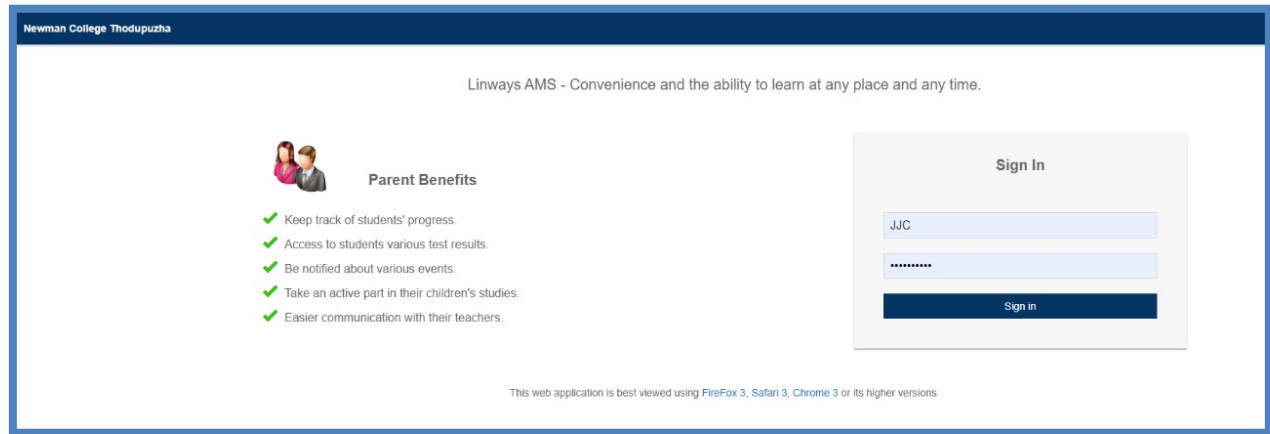
**Accessing the courseware uploaded by the faculty**

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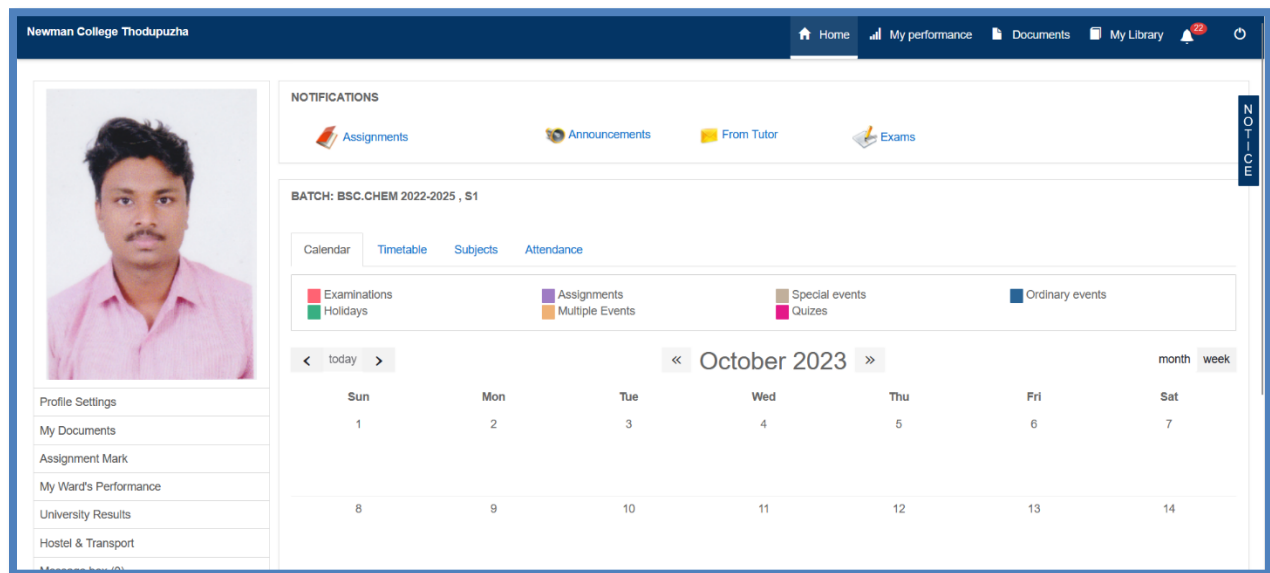


## PARENT MODULE

The AMS also have the facility for the parents to access, their ward's LINWAYS account through personalized login credentials. This enables the parents to keep track of students' progress, access to student's various test results, be notified about various events, easier communication with their teachers and thereby take an active part in their children's studies. Parents have access to all features of the LMS which are available to the students.



**Parent login Page**



**Home page of parent profile**

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