

# Examination Automation System

USER MANUAL



(deemed to be

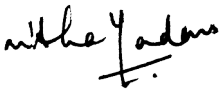
**IIS**  
**UNIVERSITY)**  
**JAIPUR**

*Atul Yadav*

**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

## Table of Content

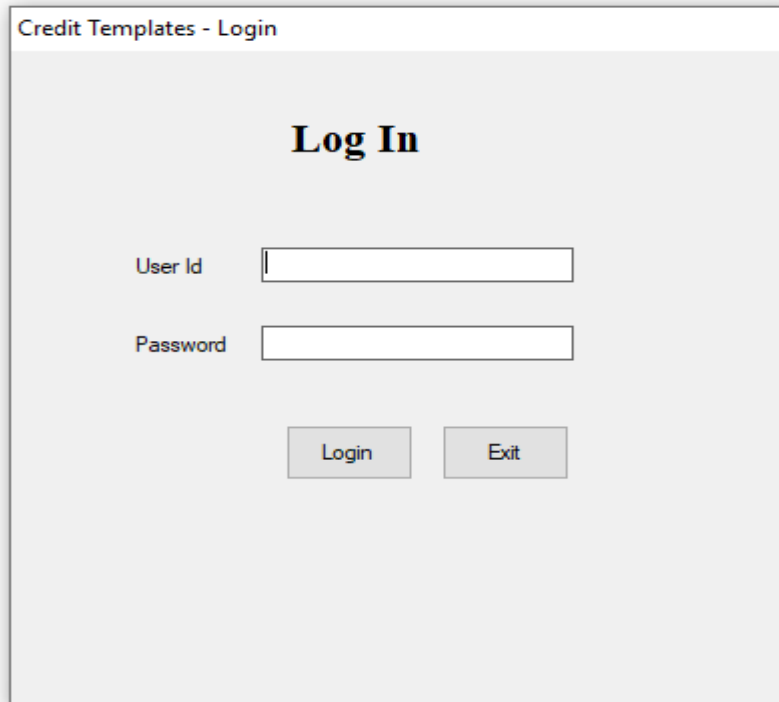
Sr. No.	Content	Page No.
1	Hardware & Software Details	3
2	Credit Template	4
3	Document Repository	6
4	Online Examination Form	8
5	Timetable Preparation	9
6	Admit Card	10
7	Filling Continuous Assessment Record (Yellow Booklet)	11
8	Exam Data Entry	12
9	Student Attendance and Seating Arrangement Preparation	12
10	Intranet based Online Exam	15
11	COVER WRITING OF QUESTION PAPER	17
12	ABSENT STUDENT ENTRY	17
13	INVIGILATION DUTIES	17
14	CENTRAL EVALUATION	17
15	RESULT PREPARATION AND DECLARATION	18
16	Intranet based Research Entrance Test (RET)	20
17	Internet based Online Exam	22
18	Result Analysis	26
19	National Academic Depository	26

  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

## CREDIT TEMPLATE

Credit Template software has been built in house using Visual Studio as front end and SQL Server as back end. It is a desktop based application. It helps in managing credit template centrally; such that any change is updated at all levels; thereby avoiding duplication of work. Following is the guide to use the application.

1. Enter Login details.



Credit Templates - Login

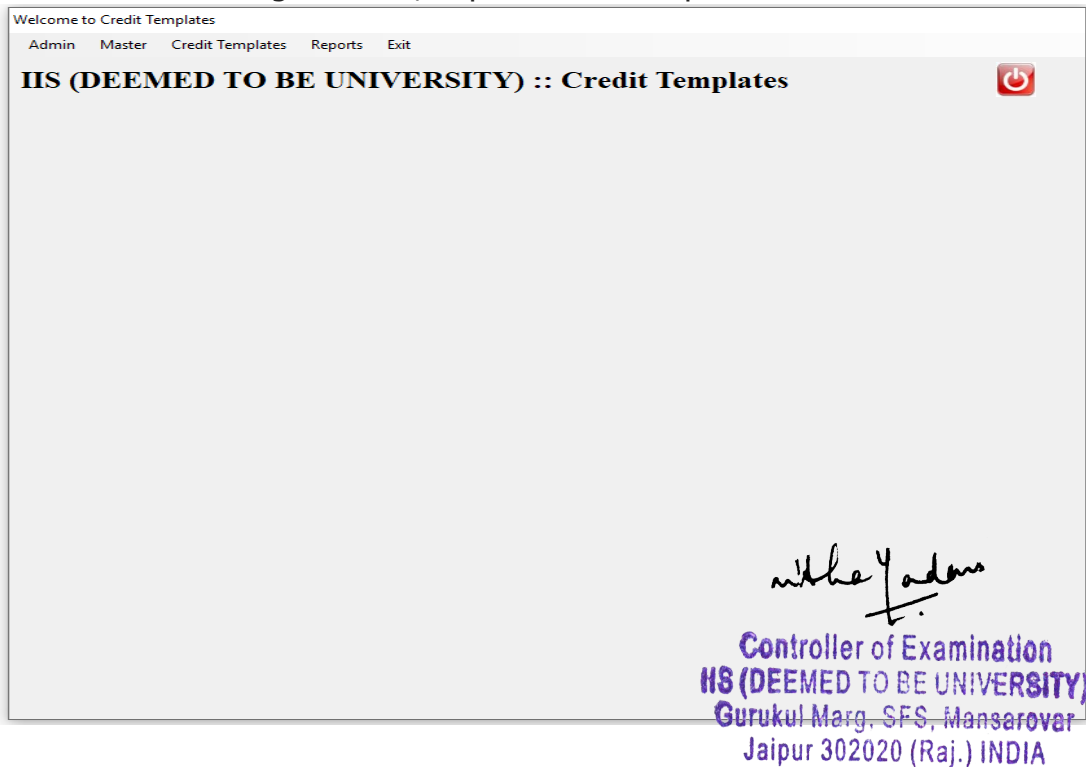
**Log In**

User Id

Password

Login Exit

2. Master tab to manage classes, departments and password.



Welcome to Credit Templates

Admin Master Credit Templates Reports Exit

**IIS (DEEMED TO BE UNIVERSITY) :: Credit Templates**

Controller of Examination  
**IIS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

3. To fill latest credit template or to edit earlier one, click on credit template tab. A pop up window opens.

Welcome to Credit Templates

Admin Credit Templates

IIS (

Select Options

Class

Department  Semester

	Paper Code	Paper Title	Common With	Type of Paper	Contact Hours Per Semester	Contact Hours Per Week	Credits	Max Marks
▶	SOC 101	INTRODUCTION TO SOCIOLOGY	<input type="button" value="SELECT"/>	THEORY	45	3	3	100
	SOC 102	STRUCTURE OF INDIAN SOCI...	<input type="button" value="SELECT"/>	THEORY	45	3	3	100
	SOC 103	PROJECT	<input type="button" value="SELECT"/>	PRACTICAL	30	2	2	100

Comments (IF NOTHING THEN TYPE NIL)

Options

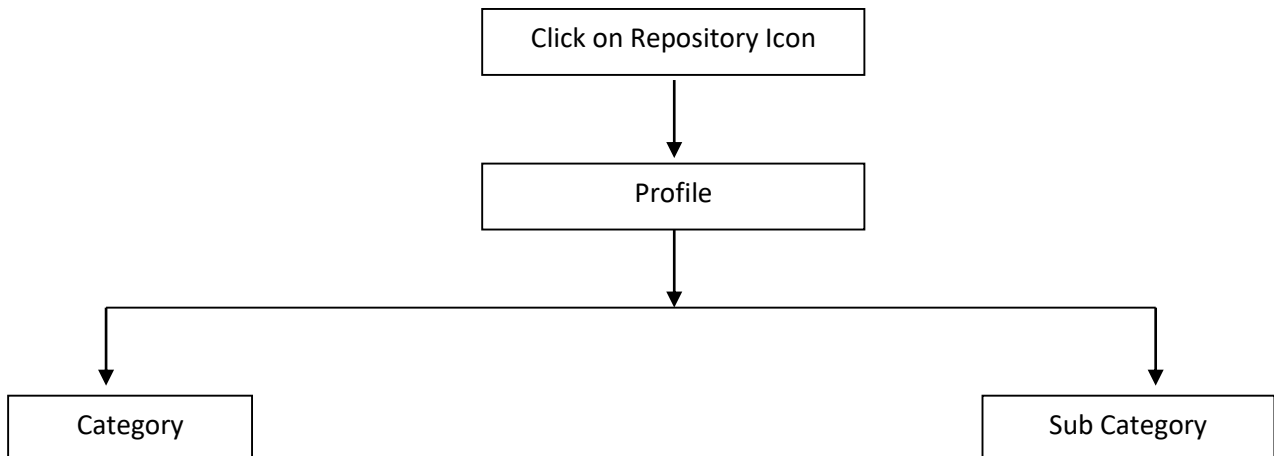
4. Once the task is completed, report can be downloaded to verify entries by clicking on reports tab.

*At the Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

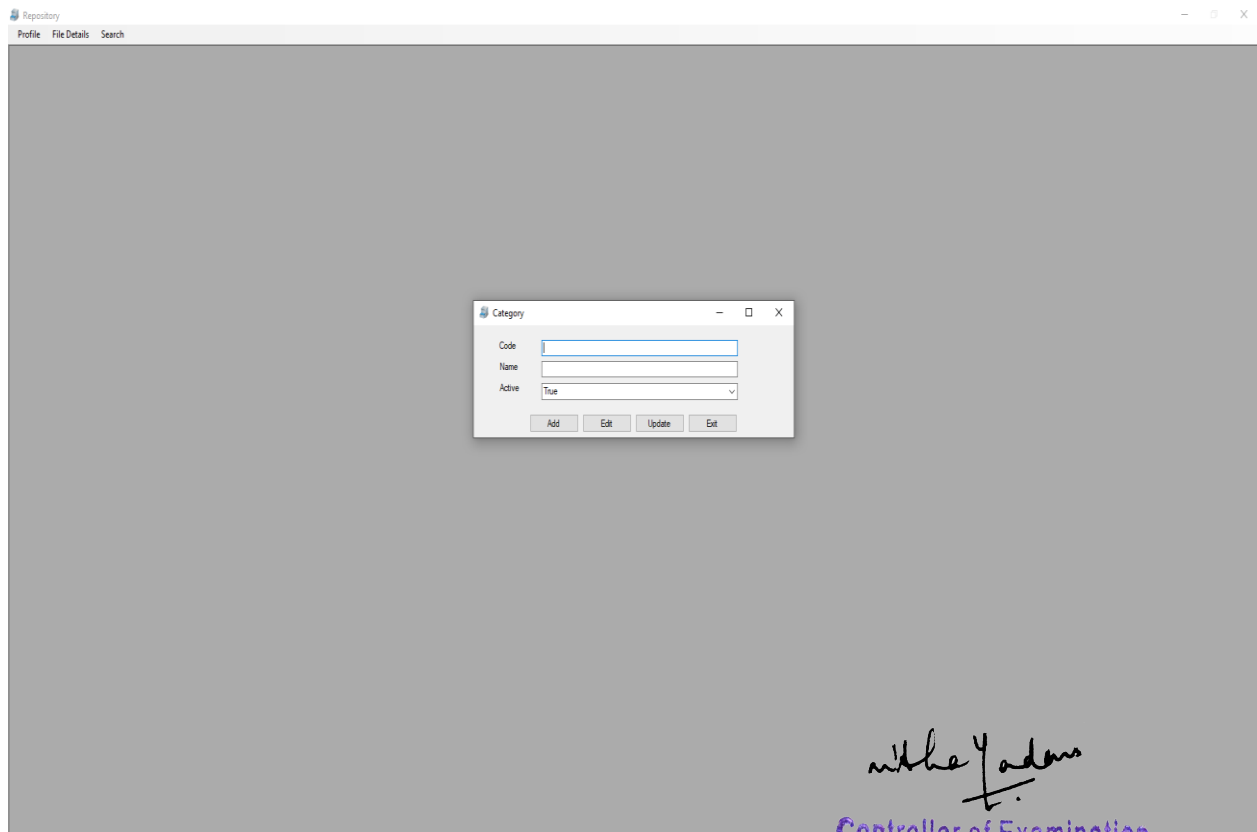
## DOCUMENT REPOSITORY (Applications/Note Sheets/etc)

Examination Cell has developed an in house document repository using Visual Studio for front end and SQL Server for back end. It helps in organizing different documents so that documents can be searched easily reducing manual efforts. Right now, it is in beta version.

### Flow Chart

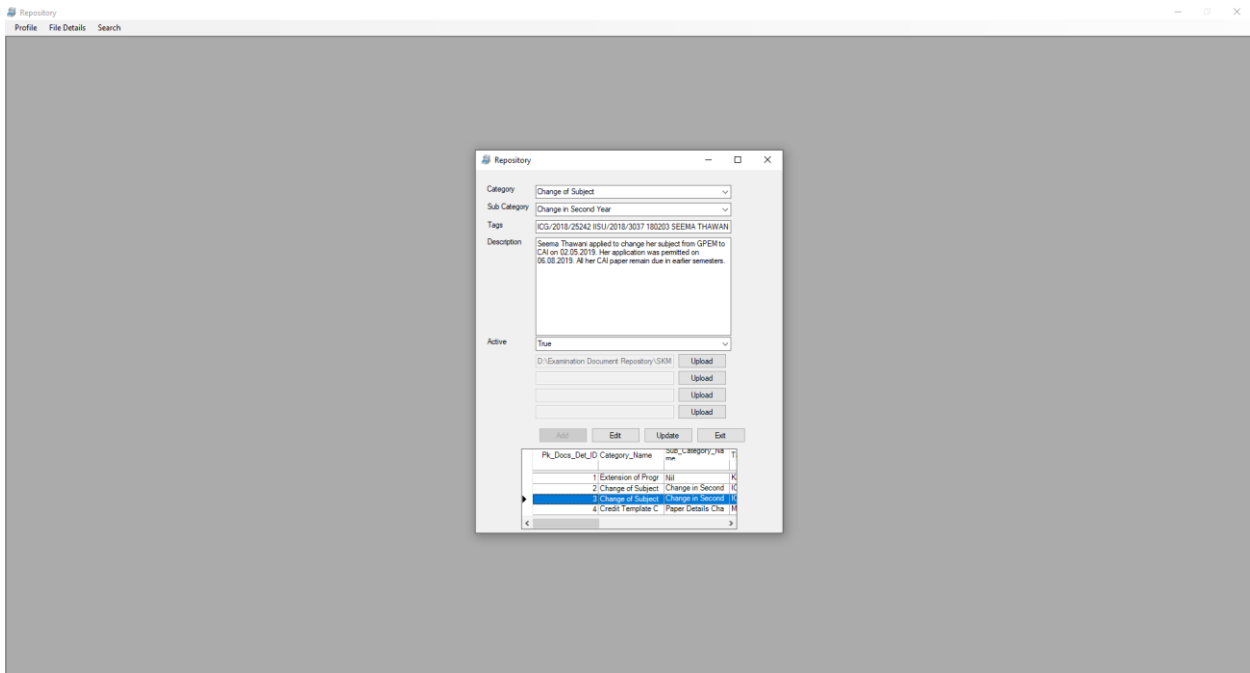


A pop window opens where entries can be created or existing entries can be edited.

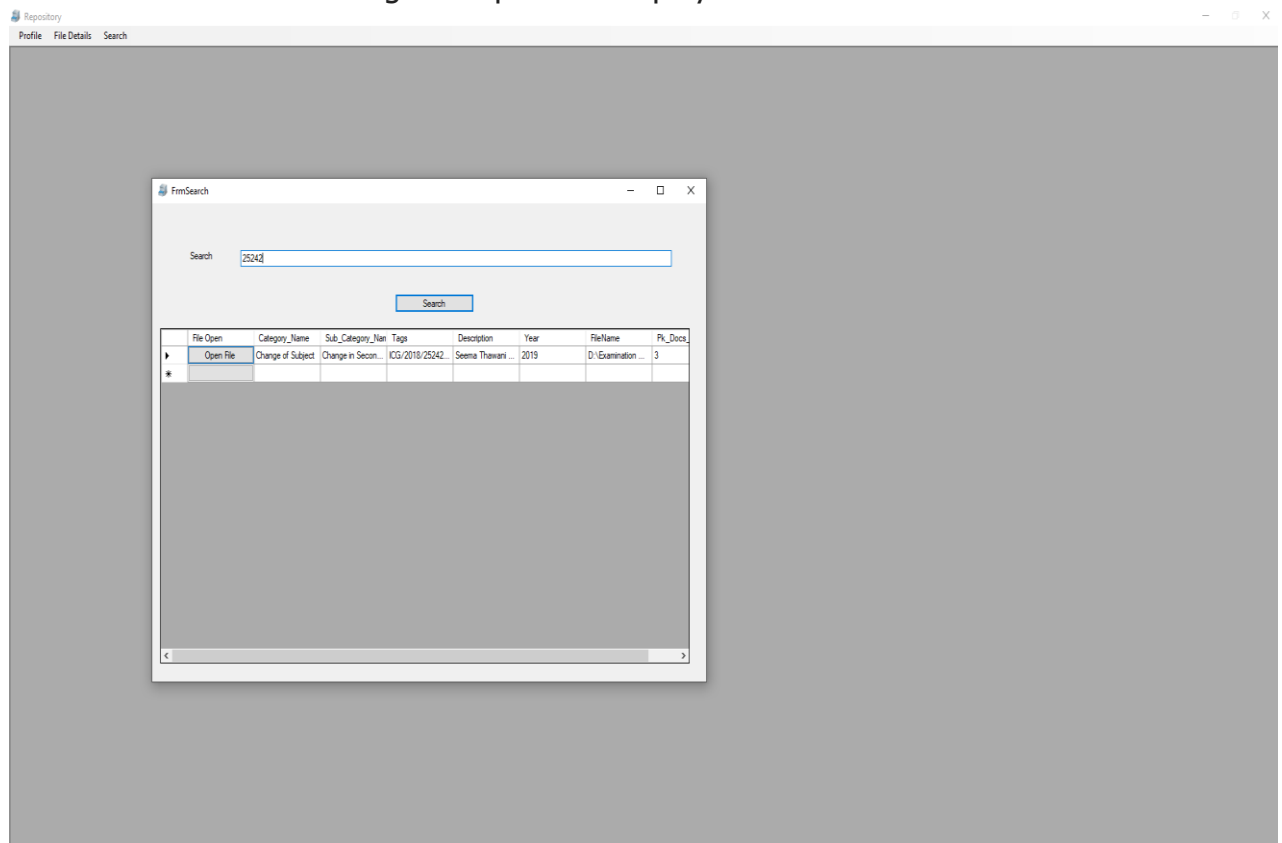


*Abhe Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

To add or edit any document click file details, a pop up window opens



Any document can be searched by clicking on search tab. A new window opens and it searches the file based on given input and displays the same.



*with the Yodans*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

## ONLINE EXAMINATION FORMS

Students' examination forms go live on university portal ([metacampus.iisuniv.ac.in](https://metacampus.iisuniv.ac.in)) where students can see their forms and pay respective fee online through payment gateway. Once the fee is paid, the status of the student changes to 'submitted'. A hard copy of the examination form is submitted to the mentor guardians by students. Admin can manage and see all students via same portal.

## EXAMINATION FORM OF STUDENT

**Metacampus** | <https://metacampus.iisuniv.ac.in/client/index-ace.html#/student-examination>

**Examination Form**

**IIS (Deemed to be University)**  
AN ISO 9001:2015 CERTIFIED ORGANIZATION

PROGRAMME : BA FORM STATUS : Submitted & Fee Paid ROLL NO. 180001

SEMESTER-END EXAMINATION  
 APRIL 2020

Name: AADYA SHARMA  
 Father's Name: NEEHAJ ARORA  
 Mother's Name: SMITA ARORA  
 Admission no.: ICG/2018/25674  
 IISU Enroll. No.: IISU/2018/2001  
 Category: REGULAR  
 Semester: IV

Kindly permit me to appear in the following papers : C.A. and SE (Regular/Due) Examination of Semester(IV) **REGULAR**

Code	Title
ECO401	MICROECONOMICS II
ECO402	STATISTICAL METHODS
ECO403	PROJECT
GEO401	GEOGRAPHY OF INDIA-II
GEO402	ENVIRONMENTAL GEOGRAPHY
GEO403	PRACTICAL
HIS401	HISTORY OF MUGHAL INDIA (1526-1760)
HIS402	HERITAGE OF INDIA
HIS403	PROJECT
Code	Title
FES400	ENVIRONMENTAL CONSERVATION
RT400	INFORMATION TECHNOLOGY
Examination Fee Structure	CA -Sem. End Due (Per Paper) Improvement (Per Paper)
UG	Rs. 500/- Rs. 500/-

## ADMIN PANEL TO VIEW STUDENT DETAILS

**Metacampus** | <https://metacampus.iisuniv.ac.in/client/index-ace.html#/student-examination>

**IIS (Deemed to be University)** | ADMIN | 2019-2020 | EVEN SEMESTER | Welcome, Admin

**Student Examination**

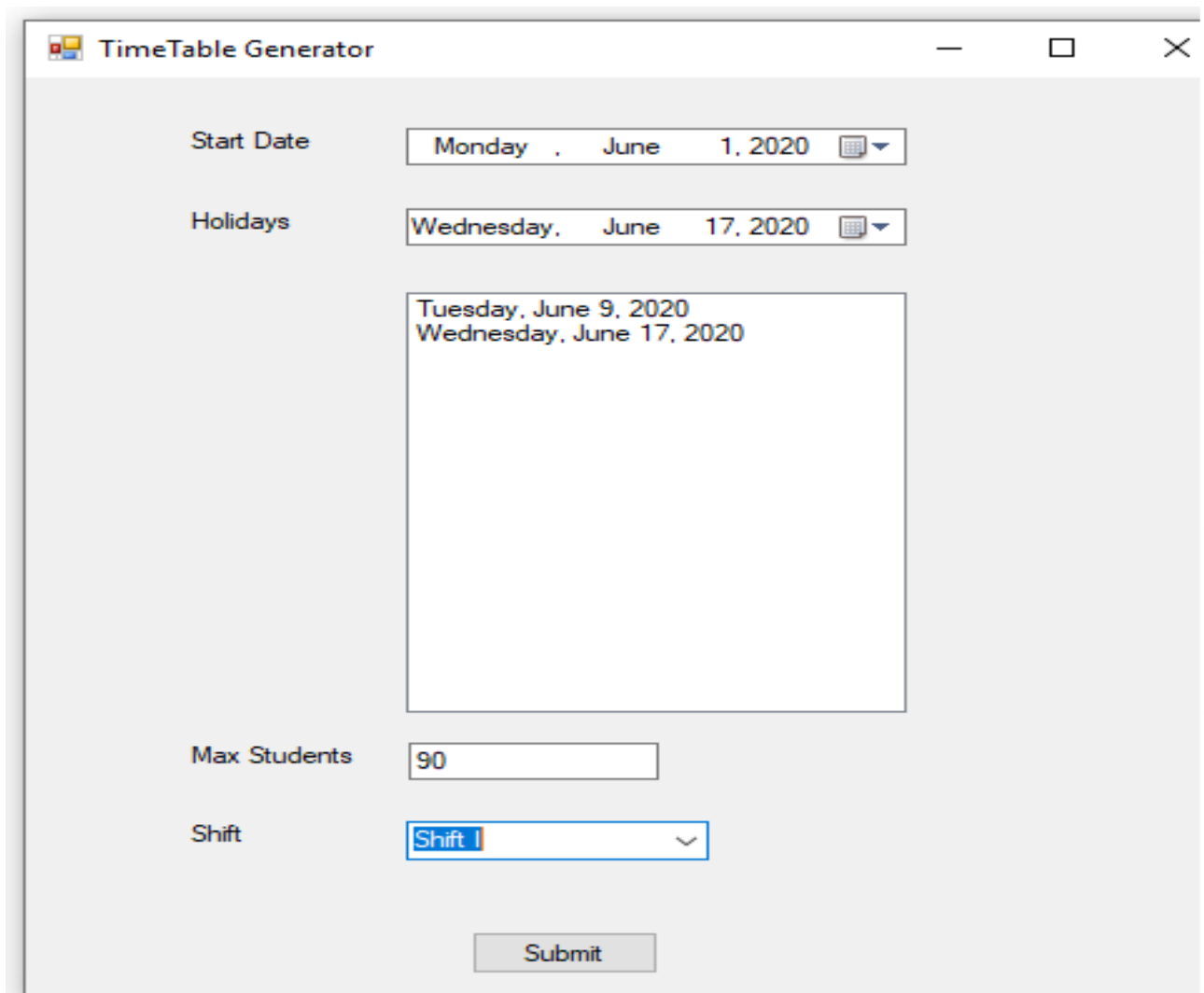
S.No.	Admission Number	Student Name	Enrollment Number	Submission Status	Fee Status	Block Status	Actions
1	ICG/2018/25674	AADYA SHARMA	IISU/2018/2001	Submitted	Paid	Unblocked	[Icons]
2	ICG/2017/23735	AAIRA CHOUDHARY	IISU/2017/1400	Submitted	Paid	Unblocked	[Icons]
3	ICG/2017/24212	AAKANKSHA	IISU/2017/2387	Submitted	Paid	Unblocked	[Icons]
4	ICG/2017/23378	AAKANKSHA MAHARS...	IISU/2017/2021	Submitted	Paid	Unblocked	[Icons]
5	ICG/2017/23605	AAKANKSHA MEENA	IISU/2017/2396	Submitted	Paid	Unblocked	[Icons]
6	ICG/2018/24868	AAKANKSHA MOOND	IISU/2018/2415	Submitted	Paid	Unblocked	[Icons]
7	ICG/2018/24901	AAKANSHA MATHUR	IISU/2018/3233	Submitted	Paid	Unblocked	[Icons]
8	IISU/2019/ADM/30056	AAKANSHA NATHAWAT	IISU/2019/1991	Submitted	Paid	Unblocked	[Icons]
9	IISU/2019/ADM/30257	AAKANSHA RANAWAT	IISU/2019/1297	Submitted	Paid	Unblocked	[Icons]
10	ICG/2017/23909	AAKRITI SHARMA	IISU/2017/2272	Submitted	Paid	Unblocked	[Icons]
11	ICG/2018/26038	AAKSHI AHUJA	IISU/2018/3049	Submitted	Paid	Unblocked	[Icons]
12	ICG/2018/26007	AALISHA AGRAWAL	IISU/2018/4001	Submitted	Paid	Unblocked	[Icons]
13	IISU/2019/ADM/31184	AALIYA KHAN	IISU/2019/1890	Submitted	Paid	Unblocked	[Icons]
14	ICG/2018/26112	AALIYA SETH	IISU/2018/2371	Submitted	Paid	Unblocked	[Icons]

*At the Yadava*  
**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
 Gurukul Marg, SFS, Mansarovar  
 Jaipur 302020 (Raj.) INDIA

## TIMETABLE PREPARATION

Examination Cell has developed in house Timetable Generator. It is a desktop-based application developed in Visual Studio and SQL Server. It requires students' paper code wise list as an input and based on certain criteria like maximum strength and duration of exam, it prepares seamless timetable. Any modification, at a later stage is done manually. Date wise timetable is published on University website and is given to concerned department and conduction team Using SQL SERVER.

## TIME TABLE APPLICATION



The screenshot shows a desktop application window titled "TimeTable Generator". The interface includes the following fields and controls:

- Start Date:** A date picker set to "Monday, June 1, 2020".
- Holidays:** A date picker set to "Wednesday, June 17, 2020".
- Holiday List:** A text area containing "Tuesday, June 9, 2020" and "Wednesday, June 17, 2020".
- Max Students:** A text input field containing the number "90".
- Shift:** A dropdown menu currently showing "Shift I".
- Submit:** A button at the bottom of the form.

*with the Yodans*



**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA




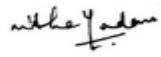
# ADMIT CARD

Students' admit cards are made available on university portal ([metacampus.iisuniv.ac.in](https://metacampus.iisuniv.ac.in)) where students can check and download their admit cards. Admin can manage and see all students via same portal.

## ADMIT CARD

		<b>ADMIT CARD</b> SEMESTER END EXAMINATION APRIL-2020					
PROGRAMME: BA		ROLL NO. 180001					
Name: AADYA SHARMA Father's Name: NEERAJ ARORA Mother's Name: SMITA ARORA Admission No.: ICG/2018/25674 IIS Enrol.No.: IISU/2018/2001 Category: Regular							
<b>Examination Program For Subject(s)/Paper(s) in which registered</b>							
REGULAR PAPER				DUE PAPER			
Code	Title	Date	Time	Code	Title	Date	Time
HIS001	HISTORY OF MODERN INDIA (1750-1780)	-	-				
ED0003	PRACTICAL	-	-				
ED0005	PROJECT	-	-				
HIS002	PROJECT	07-12-19	-				
ED0001	GEOGRAPHY OF INDIA-I	13-06-00	10:00 am to 1:00 pm				
ED0002	ENVIRONMENTAL GEOGRAPHY	13-06-00	10:00 am to 1:00 pm				
ED0004	ENVIRONMENTAL CONSERVATION	13-06-00	10:00 am to 1:00 pm				
HIS003	HERITAGE OF INDIA	13-06-00	-				
ED0006	INFORMATION TECHNOLOGY	20-06-00	10:00 am to 1:00 pm				
ED0007	MICROECONOMICS II	20-06-00	10:00 am to 1:00 pm				
ED0008	STATISTICAL METHODS	20-06-00	10:00 am to 1:00 pm				

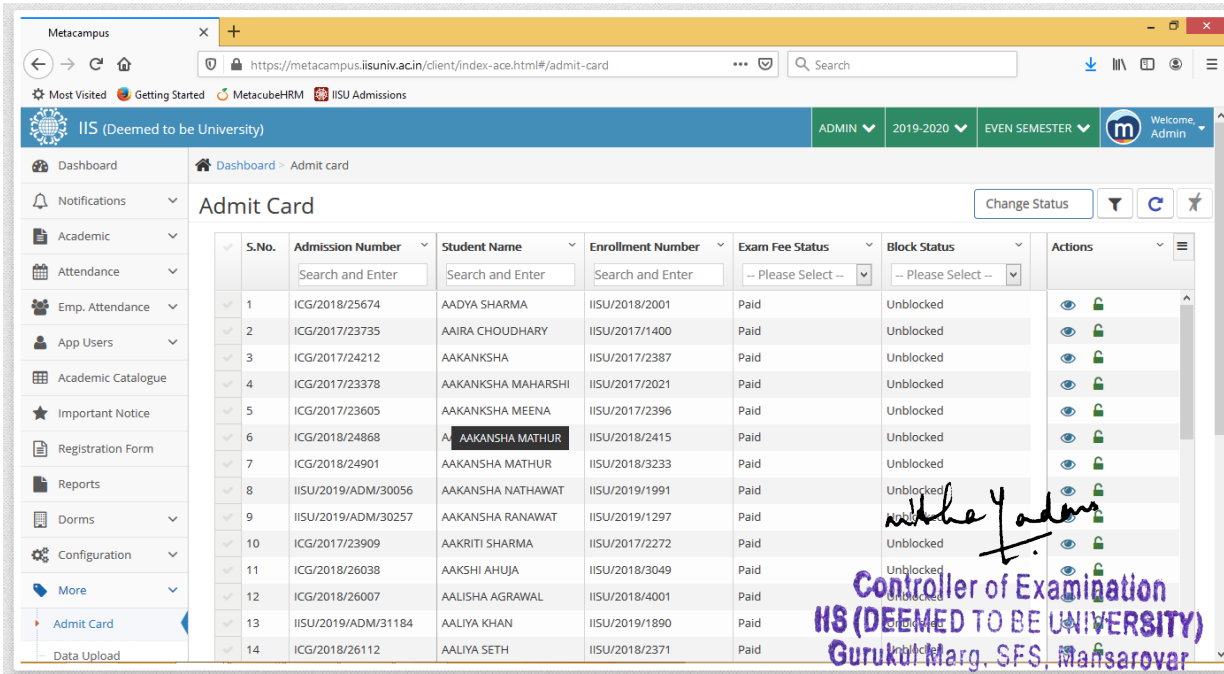
\* All Practical and online Examinations will be conducted during University hours on the dates specified in the Examination Schedule. All details in the admit card are correct.

Full Signature of Candidate: \_\_\_\_\_  
 Center Superintendent: \_\_\_\_\_  
 Controller of Examinations: \_\_\_\_\_

Note - Please check all details including dates of Exam, and inform the university immediately for correction if any, failing which the candidate shall be responsible. You are informed that you should write your Roll No. on the answer book at the place specified for it. If you write Roll No. at any other place, it will be treated as a case of Unfair Means(U.M.S). -126260722102

## ADMIT CARD ADMIN PORTAL




**Admit Card Admin Portal**

Dashboard > Admit card

Change Status

S.No.	Admission Number	Student Name	Enrollment Number	Exam Fee Status	Block Status	Actions
1	ICG/2018/25674	AADYA SHARMA	IISU/2018/2001	Paid	Unblocked	
2	ICG/2017/23735	AAIRA CHOUDHARY	IISU/2017/1400	Paid	Unblocked	
3	ICG/2017/24212	AAKANKSHA	IISU/2017/2387	Paid	Unblocked	
4	ICG/2017/23378	AAKANKSHA MAHARSHI	IISU/2017/2021	Paid	Unblocked	
5	ICG/2017/23605	AAKANKSHA MEENA	IISU/2017/2396	Paid	Unblocked	
6	ICG/2018/24868	AAKANKSHA MATHUR	IISU/2018/2415	Paid	Unblocked	
7	ICG/2018/24901	AAKANKSHA MATHUR	IISU/2018/3233	Paid	Unblocked	
8	IISU/2019/ADM/30056	AAKANKSHA NATHAWAT	IISU/2019/1991	Paid	Unblocked	
9	IISU/2019/ADM/30257	AAKANKSHA RANAWAT	IISU/2019/1297	Paid	Unblocked	
10	ICG/2017/23909	AAKRITI SHARMA	IISU/2017/2272	Paid	Unblocked	
11	ICG/2018/26038	AAKSHI AHUJA	IISU/2018/3049	Paid	Unblocked	
12	ICG/2018/26007	AALISHA AGRAWAL	IISU/2018/4001	Paid	Unblocked	
13	IISU/2019/ADM/31184	AALIYA KHAN	IISU/2019/1890	Paid	Unblocked	
14	ICG/2018/26112	AALIYA SETH	IISU/2018/2371	Paid	Unblocked	

  
**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

## FILLING CONTINUOUS ASSESSMENT RECORD (YELLOW BOOKLET)

Examination Cell facilitates students to view their continuous assessment (CA) marks so that any grievance/issue related to internal assessment may be rectified immediately. The marks can be viewed by students on their Metacampus account. To fill the yellow booklet, faculties need to login on university portal and click on Academic tab.

Assessment record. →

### PAPER WISE AWARDS TAB (FACULTY)

Sr. No.	Super Class	Paper List	Created by	Last Modifie...	HOD Verifica...	Department	Status	Change Req...	Admin Verifi...	Action
1	BCA 403 (DUE)	BCA 403	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	
2	BCA 406 (DUE)	BCA 406	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	
3	BCA 605 BCA *	BCA 605	PRIYANKA GIA NCHANDANI	NA	Approved		FREEZED	NA	NA	NA
4	BCS 414 BCOM (H)PROF	BCS 414	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	
5	CAI 602 BA/BS C *	CAI 602	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	
6	CBCA 404/BCA *	CBCA 404	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	
7	CBCA 405/BCA *	CBCA 405	NAVNEET SHA RMA	NA	Approved		FREEZED	NA	NA	

### ENTRY OF PAPER CODE WISE MARKS

Sr. No.	Enrollment No.	Roll Number	Student Name	Paper Maximum Marks	CA Test (30)	Grand Total (30)	Verification Status	Action
1	ICG/2015/19119	150903	HARSHITA SHARMA	BCA 403	16	16	NA	
2	ICG/2015/19459	150929	SANSKRITI KUMARI	BCA 403	20	20	NA	

Total Items: 2      Page Size: 50

After completing and saving the entries, the students can view the marks on their dashboard. Any grievance pertaining to that paper may be submitted to the concerned faculty. The CA marks posted by the teachers are approved by the Head of the Department at the final stage.

*Navneet Sharma*  
**HS (DEEMED TO BE UNIVERSITY)**  
 Gurukul Marg, SFS, Mansarovar  
 Jaipur 302020 (Raj.) INDIA

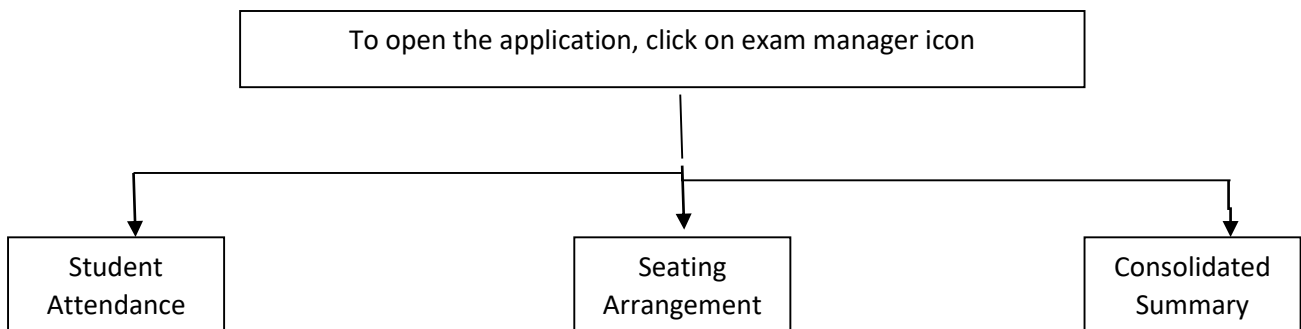
## EXAM DATA ENTRY

Data management and preparation for examination purposes (generating examination forms, admit cards etc.) is done by Metacube on the university portal. The material required for examination conduction like Attendance sheets, OMR for CA & Semester End Examinations, generation of Fictitious roll no. series, result preparation etc has been out sourced to a confidential IT Firm.

### Student Attendance and Seating Arrangement Preparation

Examination cell has developed an in house software using desktop application for student attendance and seating arrangement during CA & Semester End Examination. Software is developed using Visual Studio and SQL Server. The Semester End theory exam attendance sheet is provided by the IT firm and student attendance for CA (Continuous Assessment) and practical exams is generated by the software. Room wise seating arrangement is also generated with the help of software.

### DESKTOP APPLICATION FOR STUDENT ATTENDANCE



To generate attendance sheets click on Exam lists.

*Nithe Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

## POP UP WINDOW TO GENERATE STUDENT ATTENDANCE

The screenshot shows a window titled 'Exam Manager' with a menu bar containing 'Exam Lists', 'Sitting Lists', and 'Summary'. A smaller 'Exam Lists' window is open in the foreground, containing the following fields:

Paper Code	<input type="text"/>
Student Category	Regular
Exam Type	CA
Exam Name	Semester End Examination, A
Paper Type	Theory
Section	Without Section
Batch	No

A 'Submit' button is located at the bottom of the 'Exam Lists' window.

As soon as the requisite entries are filled, the programme will provide the attendance sheet of the required paper code. The programme also generates the marks distribution sheet for Semester End Examination.

## MARKS DISTRIBUTION

The screenshot shows the 'Exam Manager' window with the 'Exam Lists' window open. The 'Exam Lists' window now includes a 'Marks Distribution' section with the following fields:

Paper Code	CHY 202	Marks Distribution	Marks distribution 4 columns including Total
Student Category	Regular	Distribution Header1	CONDUCTION
Exam Type	Semester End	Distribution Marks1	50
Exam Name	Semester End Examination, A	Distribution Header2	FILE
Paper Type	Theory	Distribution Marks2	10
Section	Without Section	Distribution Header3	VIVA-VOCE
Batch	No	Distribution Marks3	10
		Distribution Header4	TOTAL
		Distribution Marks4	70

A 'Submit' button is located at the bottom of the 'Exam Lists' window.

*At the Yadava*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

# SEATING ARRANGEMENT

Exam Manager

Exam Lists Sitting Lists Summary

Sitting Lists

Paper Code: CHY 201

Student Category: Regular

Exam Type: Semester End

Exam Name: Semester End Examination, A

Shift: Shift I

Date: 6/29/2020

Room No: 301

Total Students: 30

Calculate Students

Student Strength: 93

Room Strength

Check Room

Delete

Generate Report

Add

Once entries of all paper codes of a shift are completed a consolidated summary of seating arrangement can also be generated.

## CONSOLIDATED SUMMARY OF SEATING ARRANGEMENT

Exam Manager

Exam Lists Sitting Lists Summary

Summary

Date: 6/29/2020

Shift: Shift I

Exam Name: Semester End Examination, April 2020

Time: 10:00 A.M. to 01:00 P.M.

Generate

*nithe Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

## INTRANET BASED ONLINE EXAM

Examination cell has developed an in house software for intranet based online examination using desktop application. Software has been developed using Visual Studio and SQL Server.

### INSTRUCTIONS FOR ONLINE EXAMS (COVER WRITING)

ICG - Online Exam Instructions

#### INSTRUCTIONS TO THE CANDIDATES FOR ON LINE TESTS

1. The duration of on line examinations is as follows:

- |                        |   |            |
|------------------------|---|------------|
| i) C.A. Tests          | - | 45 Minutes |
| ii) Semester End Tests | - | 90 Minutes |

2. The total number of questions that candidate has to attend are as follows:

- |                        |   |    |
|------------------------|---|----|
| i) C.A. Tests          | - | 15 |
| ii) Semester End Tests | - | 70 |

3. The test has to be completed within the stipulated time.

4. There will be a timer on display of the screen showing the time left to complete the test.

5. The online test may include three types of questions:

- |                   |                        |                    |
|-------------------|------------------------|--------------------|
| i) Objective Type | ii) Fill in the blanks | iii) True or false |
|-------------------|------------------------|--------------------|

6. To Log On for the examination, the student has to type in her ICG Enrollment number. The rest of the details will automatically appear on the monitor. The students are required to check the entries thoroughly.

7. At a time only one question will be displayed on the screen and the next question will be appear only after the question displayed has been attempted. The software is so designed that the candidate can not revert back to the question already attempted for any kind of change. The candidate can login only once.

8. For any kind of query related to the discrepancy in the marks, the candidate must submit an application to the invigilator immediately after the completion of that examination. No applications will be entertained after that day.

9. If due to any technical reasons the test taken by the candidate gets cancelled, she will have to login again. The invigilator will assist in this case.

Start

### LOGIN PROCEDURE

Login

#### Login

Enrollment Number	<input type="text"/>
Roll Number	<input type="text"/>
Name	<input type="text"/>
Class	<input type="text"/>
Semester	<input type="text"/>
Subject	<input type="text"/>
Paper Type	<input type="text"/>

Log In

*with the Y adars*

After filling the enrollment number students need to press "Enter" and rest of the entries will appear automatically. Students need to verify all details and then press login.

Controller of Examination  
HB (DEEMED TO BE UNIVERSITY)  
Jaipur 302020 (Raj.) INDIA

## FORMAT OF ONLINE QUESTION PAPER

CA Exam

Enrol No. **ICG/2016/20717**  
Class **BVA**  
Test **CA**

Name **RADHA CHAUDHARY**  
Semester **VIII**  
Subject **FEM 600**

Time Left : 45 min

Question Number 1

1. \_\_\_\_\_ is the first component in entrepreneurial process.

- A.  Risk
- B.  Entrepreneur
- C.  Strategy
- D.  Management

Next


Immediately after completion of exam, marks are displayed on the Computer Screen.

## COVER WRITING OF QUESTION PAPER

Examination Cell has outsourced its paper printing work to a confidential printing press. After moderation of question papers, original manuscripts are sent to printing firm. However, all the pre and post paper seating work is computer based using MS Word like preparation of Excel Panel etc.

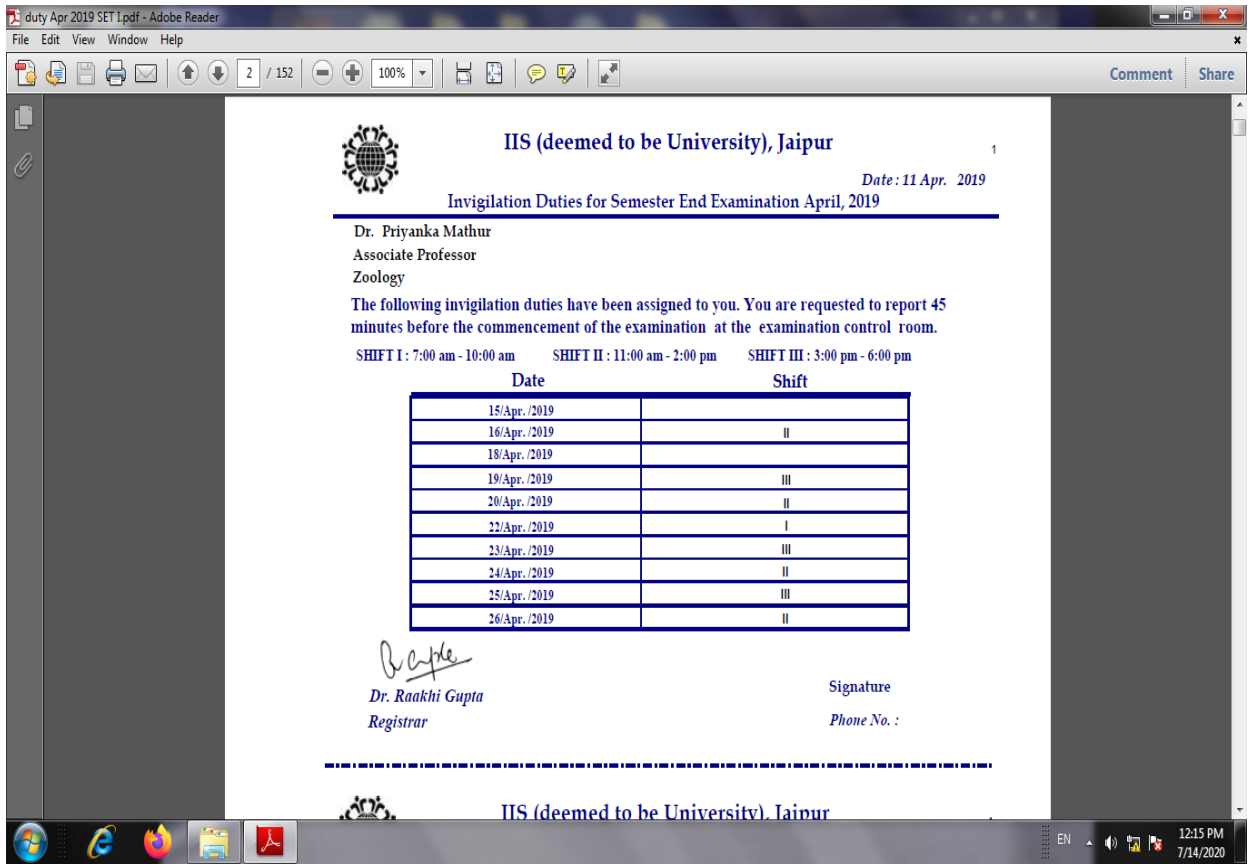
## ABSENT STUDENT ENTRY

Absent student entry is prepared in excel sheet. Later it is conveyed to examination firm for result preparation.

  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

# INVIGILATION DUTIES

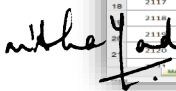
Letter for Invigilation duties is processed in Microsoft Access and same is given to concerned faculty in advance.



# CENTRAL EVALUATION

In central evaluation, Microsoft Excel is used to track record of answer copies and status of assessment. For internal assessment, a letter is mailed to concerning faculty which is prepared using Microsoft Mail Merge utility.

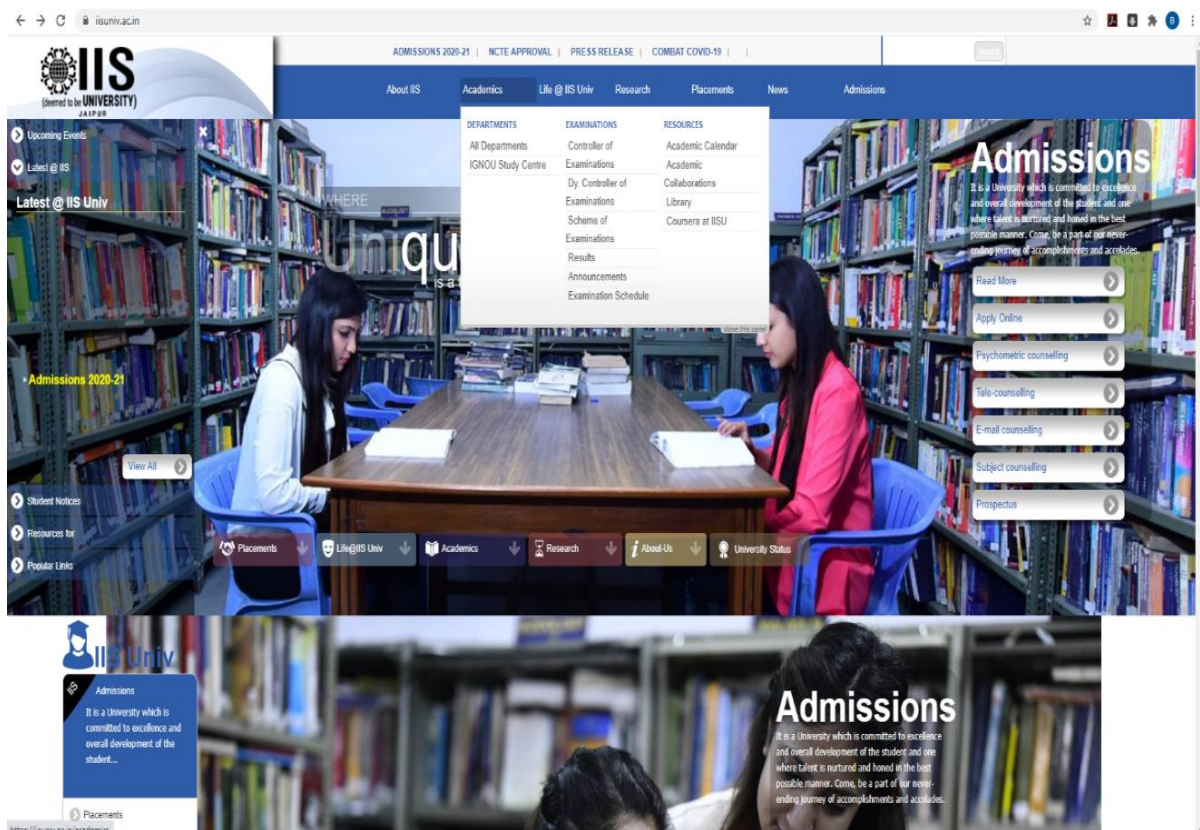
Internal Examiner No.	Date of Exam	Paper Code	Student Strength	Name of Internal Examiner	New Internal Examiner	Date of Issue	Status	Bill Amount	Name of External Examiner	New External Examiner	Date of Issue	Status
2107	22.11.2019	AAF 117	17	SHRUTI RAWAL		25/11/2019	DONE	Y 340	URMIL TALWAR	PRINCE DAWAR	01/12/2019	DONE
2108	6.11.2019	AAF 311	11	ANUSHA BARDIA		13/11/2019	DONE	Y 300	V.K GUPTA		15/11/2019	DONE
2109	8.11.2019	AAF 312	11	ROHIT SINGHAL		28/11/2019	DONE	Y	DEEPAK AGARWAL	P.M. JAIN	14/12/2019	DONE
2110	11.11.2019	AAF 313	11	MAHIMA RAI		14/11/2019	DONE	Y 300	T.N. MATHUR	V.K. GUPTA	16/11/2019	DONE
2111	14.11.2019	AAF 314	11	MITALI GUPTA		18/11/2019	DONE	Y 300	MITALI GUPTA	O.P GUPTA	1/12/2019	DONE
2112	16.11.2019	AAF 315	11	ANKITA CHATURVEDI		18/11/2019	DONE	Y 300	TANSEEF AHMED	A. N. AGARWAL	24/11/2019	DONE
2113	19.11.2019	AAF 316	11	MEENAKSHI ANAND		21/11/2019	DONE	Y 300	MEENAKSHI ANAND	V K GUPTA	01/12/2019	DONE
2114	7.11.2019	AAF 511	18	SHRUTI SHARMA		13/11/2019	DONE	Y 360	JYOTI SONI		23/11/2019	DONE
2115	7.12.2019	AAF 512	18	GAURAV BAGRA		18/12/2019	DONE	Y 360	SAURABH SHARMA		12/12/2019	DONE
2116	13.11.2019	AAF 513	18	MEENAKSHI ANAND		18/11/2019	DONE	Y 360	S.C. BATRA	PRABHU CHOUDHARY	16/11/2019	DONE
2117	15.11.2019	AAF 514	18	SHAFALI MATHUR		18/11/2019	DONE	Y 360	SURBHI SHARMA	R.K. DULAR	9/12/2019	DONE
2118	18.11.2019	AAF 515	18	MEENAKSHI SHARMA	SHWETA GUPTA	20/11/2019	DONE	Y	POORNIMA DHANE	G.K. SRIVASTAVA	5/12/2019	DONE
2119	21.11.2019	AAF 516	18	ANUSHA BARDIA		22/11/2019	DONE	Y 360	SUNIL K. GUPTA	O.P. GUPTA	6/12/2019	DONE
2120	20.11.2019	ABBA 100	144	MONIKA SINGH		25/11/2019	DONE		N.S. KOTHARI	B D SHARMA	01/12/2019	DONE
2121	20.11.2019	ABF 101/BSG	144	KARANPREET KAUR		30/11/2019	DONE		MRISHESH JAIN	R.S. KHANDELWAL	07/12/2019	DONE

  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**



## RESULT PREPARATION AND DECLARATION

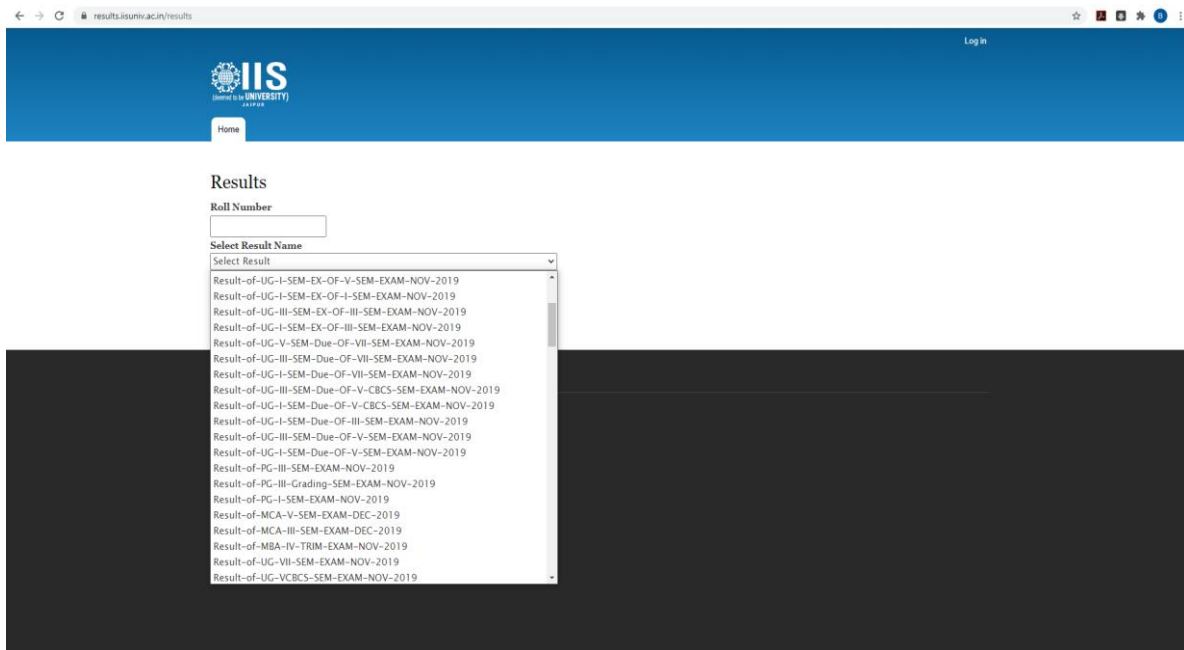
- Marksheets preparation work is outsourced to an IT Firm. Once all exams are completed, examination cell sends all OMR sheets to the confidential computer firm. Firm processes all marks and sends tabulation registers (TR) to verify results. After verification of results, an analysis of results prepared in MS Excel for perusal of the result committee.
- Result is declared and displayed on university website after approval of result committee. Students can check their results by clicking on the university website [www.iisuniv.ac.in](http://www.iisuniv.ac.in) → Examination → Results



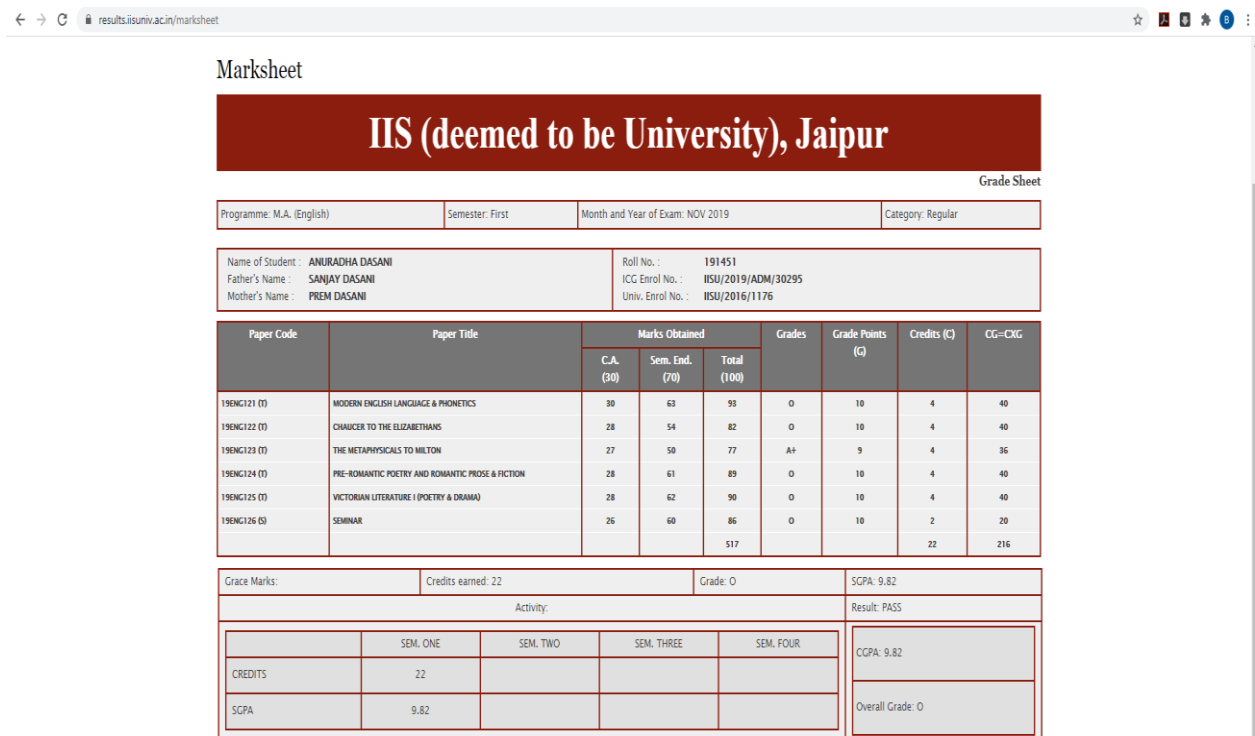
*nithya Yadav*

**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

Students can click the class and fill in the Roll No to see their result.



Mark sheet will be displayed on the screen



\* Represents Fail, G - Grace

\*Disclaimer : \*The result published at the university website is provisional. It is just for immediate information to the examinee. The Marksheet issued by the Examination cell of the IIS (Deemed to be University), Jaipur shall be treated as authentic & final.

*Anil Kumar Yadav*  
**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

# INTRANET BASED RESEARCH ENTRANCE TEST (RET)

Examination cell has developed an in house software using Visual Studio and SQL Server for intranet based Research entrance test (RET). It is a desktop application and is useful in conduction of entrance exam for M.Phil. / Ph.D. aspirants.

## INSTRUCTIONS FOR RET

IIS (Deemed to be University), Jaipur - Online RET Exam Instructions

### INSTRUCTIONS TO CANDIDATES FOR RESEARCH ENTRANCE TEST (RET)

1. The admission to the Ph.D. programme shall be based on the merit of the applicant which shall be determined on the basis of Research Entrance Test (RET), Personal Interview and Academic Record of the candidate.
2. The Research Entrance Test (RET) shall be a Online test conducted at the university campus which shall be of two hours duration carrying 100 marks.
3. There shall be two sections in the question paper i.e. Section A and B.
4. Section A shall consist of 50 multiple choice questions of one marks each. The questions will be of general nature to test the basic knowledge of applicants about Research Methodology, such as their logical and analytical thinking, quantitative ability, language skills, computer awareness etc. The questions shall be common to all applicants appearing in RET from all disciplines except for candidates desirous of seeking admission in subjects related to languages and shall be of the level of a public competitive examination meant for under graduate students.
5. Section B shall consist of 50 multiple choice questions of one marks each. The questions shall be of specialized nature and discipline specific. These questions shall be of post graduate level in the concerned subject. The syllabus of section B shall be the same as the syllabus of UGC/CSIR NET-JRF.
6. For qualifying RET, an applicant shall have to secure a minimum of 50% marks aggregate score of section A and B taken together.
7. There shall be no negative marking in RET. One marks will be awarded for each correct answer. Wrong answers and un-attempted questions will be awarded zero marks.
8. No scrutiny/revaluation of the result of the RET shall be allowed.
9. Total of marks obtained in section A and Section B in the RET shall be taken into consideration for the purpose of merit list against the weightage of RET.

Start

Candidate needs to fill registration number and then press "Enter".

## LOGIN PROCESS

Login

**Login**

Registration Number

Roll Number

Name

Class

Subject

Paper Type

Log In

*nithe Yadav*

Once the candidate enter the registration no., rest of the details are filled in automatically by the programme.

Controller of Examination  
IIS (DEEMED TO BE UNIVERSITY)  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA

# FORMAT OF QUESTION PAPER

RET Exam

Question Number 1

Time Left : 120 min

A research which follows case study method is called:

- A.  diagnostic research
- B.  casual research
- C.  analytical research
- D.  qualitative research

Back

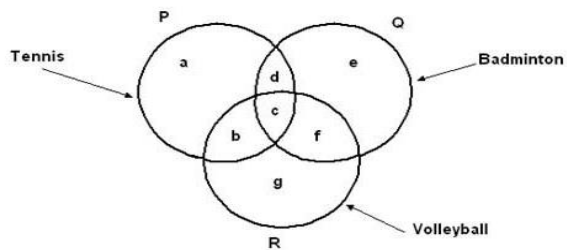
Next

T Exam

Question Number 18

Time Left : 120 min

The figure given below consists of three intersecting circle which represent sets of students who play Tennis, Badminton and Volleyball. Each region in the figure is represented by a small letter.



- A.  b
- B.  d
- C.  a
- D.  c

Back

Next

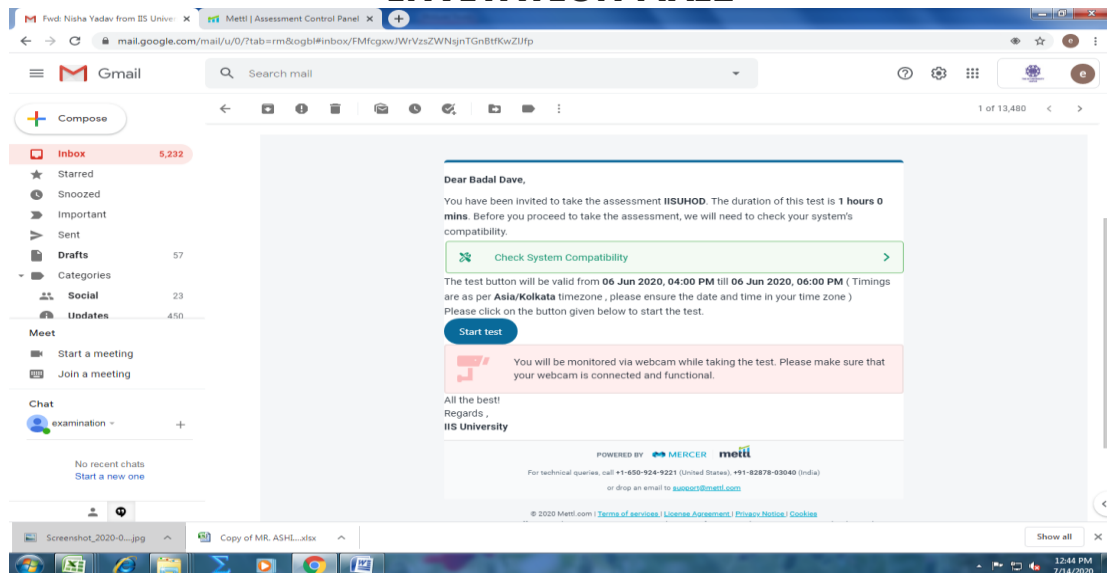
*nithe Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

## INTERNET BASED ONLINE EXAM

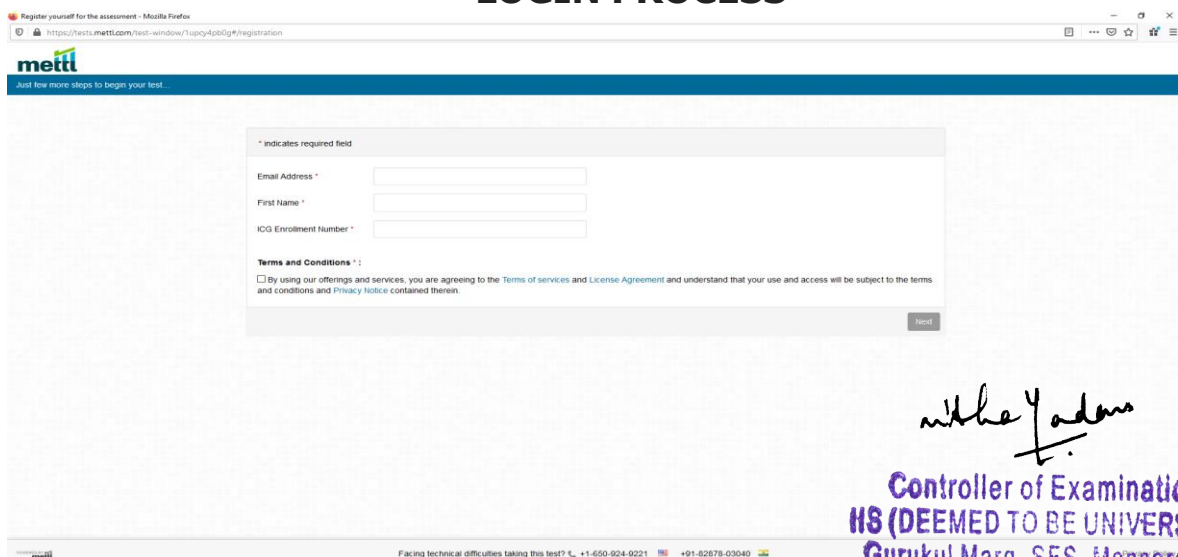
Due to the uncertainty over Covid 19 situation, IIS (Deemed to be University) collaborated with Mercer Mettl, that specialises in conducting remote proctored online exams using Artificial Intelligence (AI). All theory and practical exams for the even semester of 2020 were conducted online through remote proctoring process keeping in mind the safety of students while preserving academic integrity. University used the Mettl platform in SaaS (software as a service) model which runs on AWS cloud platform.

An email was sent one day prior to the exam to students containing the link which is unique for the combination of paper code and student details. All examinees are proctored using AI as well as manual monitoring through virtual classrooms. Students registered for the exam using their email id and enrollment no.

### INVITATION MAIL



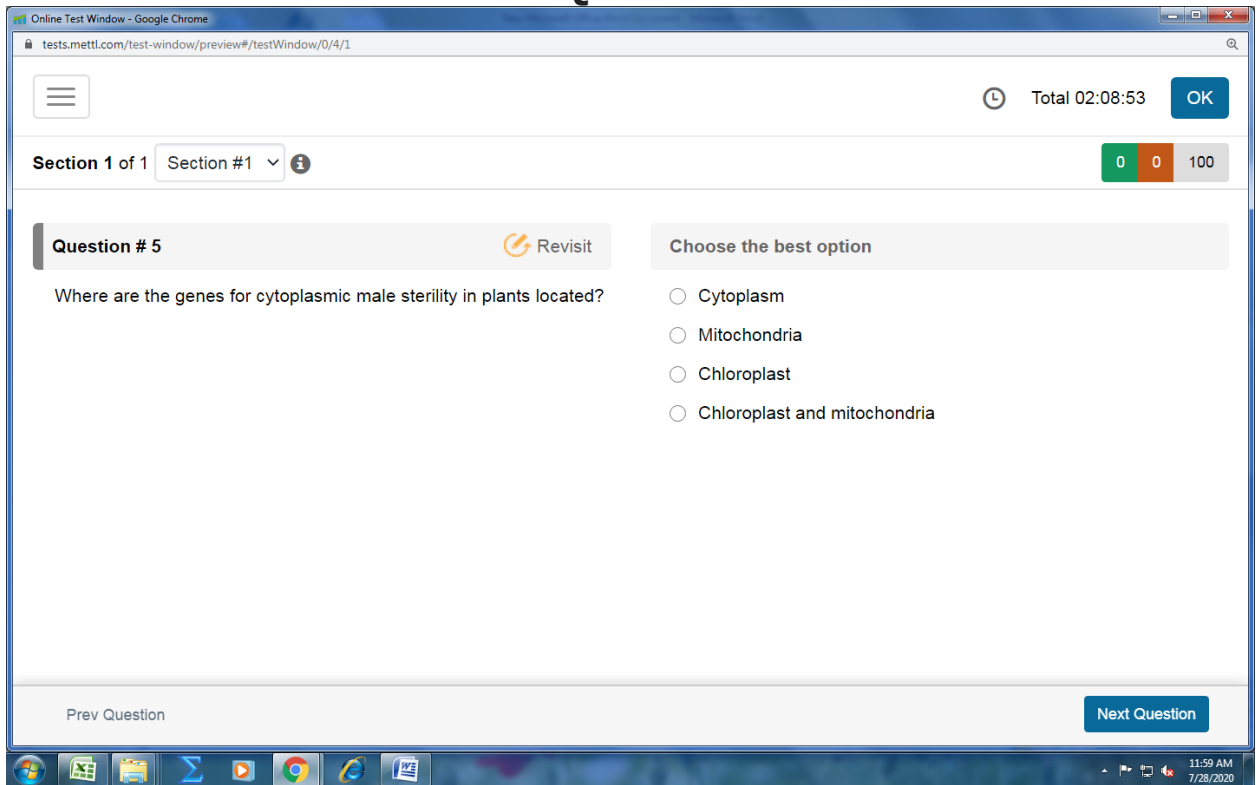
### LOGIN PROCESS



*Nisha Yadav*  
**Controller of Examination**  
**IIS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

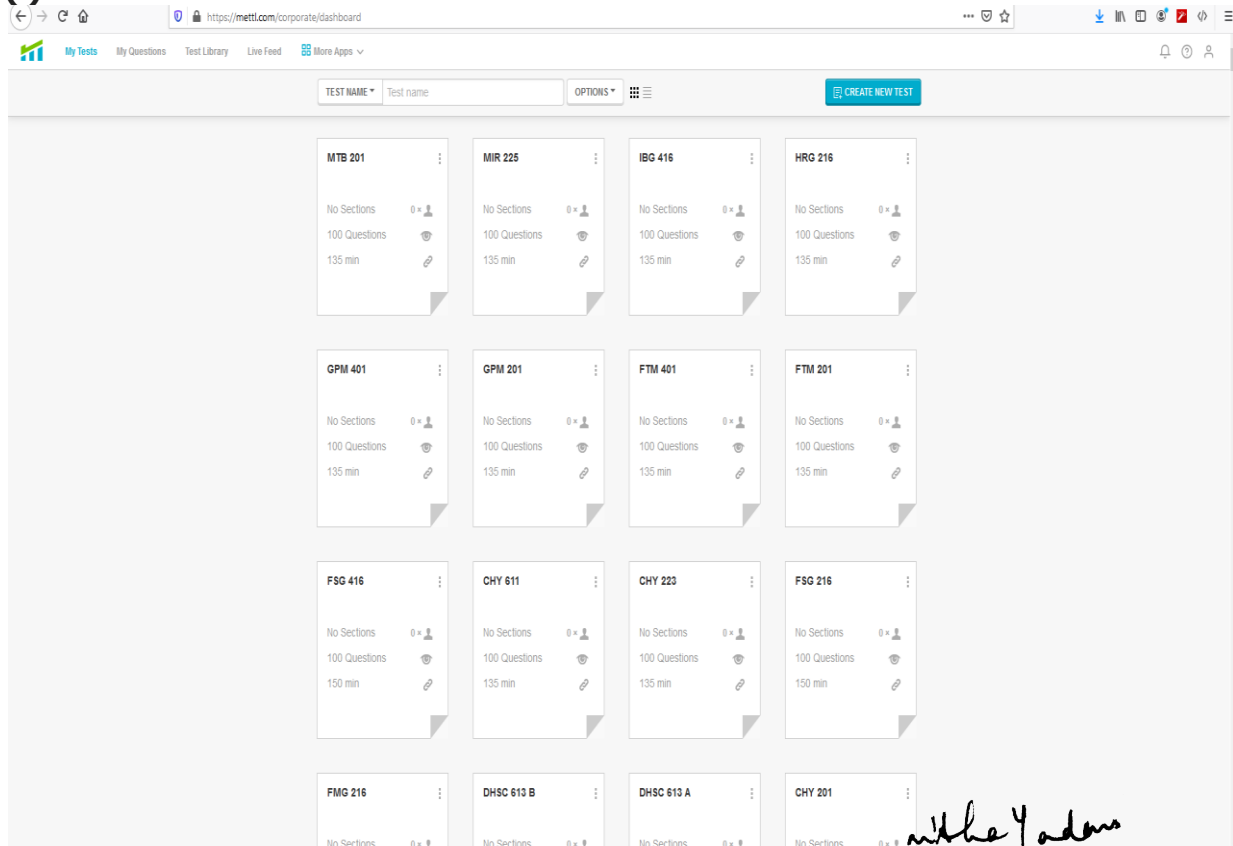
Once the student fills the requisite details, he/she can start the exam.

# FORMAT OF QUESTION PAPER



The following are the features of online exams conducted by Mettl:

## (i) ADMIN PANEL



(Admin can click the statistics of students via data analytics)

*Mithe Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

## (ii) DIFFICULTY LEVEL FOR QUESTIONS

Section Name	Skill Name	Source	Level	Q-Type	No. of Questions	Correct Grade	Incorrect Grade	Select Question
Section #1	CHY 603_Unit 1	Self	Easy	MCQ	10 of 12	1	0	0
Section #1	CHY 603_Unit 1	Self	Medium	MCQ	5 of 7	1	0	0
Section #1	CHY 603_Unit 1	Self	Difficult	MCQ	5 of 5	1	0	0
Section #1	CHY 603_Unit 2	Self	Easy	MCQ	10 of 12	1	0	0
Section #1	CHY 603_Unit 2	Self	Medium	MCQ	5 of 6	1	0	0
Section #1	CHY 603_Unit 2	Self	Difficult	MCQ	5 of 6	1	0	0
Section #1	CHY 603_Unit 3	Self	Easy	MCQ	10 of 12	1	0	0
Section #1	CHY 603_Unit 3	Self	Medium	MCQ	5 of 7	1	0	0
Section #1	CHY 603_Unit 3	Self	Difficult	MCQ	5 of 5	1	0	0
Section #1	CHY 603_Unit 4	Self	Easy	MCQ	10 of 12	1	0	0
Section #1	CHY 603_Unit 4	Self	Medium	MCQ	5 of 7	1	0	0
Section #1	CHY 603_Unit 4	Self	Difficult	MCQ	5 of 5	1	0	0
Section #1	CHY 603_Unit 5	Self	Easy	MCQ	10 of 12	1	0	0
Section #1	CHY 603_Unit 5	Self	Medium	MCQ	5 of 7	1	0	0
Section #1	CHY 603_Unit 5	Self	Difficult	MCQ	5 of 5	1	0	0

Tip : Double click on any cell to change its value

## (iii) STUDENT PERFORMANCE

Performance Categories ^ Time Vs Score v Score Distribution v Usage Overview v

FILTERS [Reset All](#) Completed 80 In-Progress 0 Yet to Start 0 Download 1 to 50 of 80

All candidates (80) This section shows candidates who have taken the test.

Name	Test Date	Score	Sectional Details
Priya jangid priyajangid24...	Tue Jun 23 2020	77.00	
Sneha snehasharma...	Tue Jun 23 2020	55.00	
Surabhi tiwari surabhitiwari...	Tue Jun 23 2020	49.00	
Muskaan muskaan229...	Tue Jun 23 2020	78.00	
Sargun sargunkourse...	Tue Jun 23 2020	62.00	

Hello, I'm Tia the Mettl bot. What can I help you with today?

Admin can also proctor the students to avoid undesirable activities malpractices.

*Nisha Yadav*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

# VIRTUAL CLASS ROOM

42 Total Candidates   42 Online   0 Paused   0 Disconnected

View only flagged candidates (31)

0 new candidates awaiting verification

Chat (42)

# STUDENT PROCTORING & WARNING

Riya

LIVEFEED SCREEN   REGISTRATION DETAILS   Time remaining : 81 min

ECO 611

23 Jun, 2020 (IST (1))

- 01:57 pm Candidate test recording started
- 01:34 pm Candidate Looking Away from Screen
- 01:03 pm Candidate gave us right to the following feeds - camera - microphone
- 01:03 pm Candidate started the test

Chat   Pause Test   End Test

0 new candidates awaiting verification

Chat (42)

Marks are sent after completion of the Exam to the IT firm for result processing/preparation.

*with the Yodans*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**



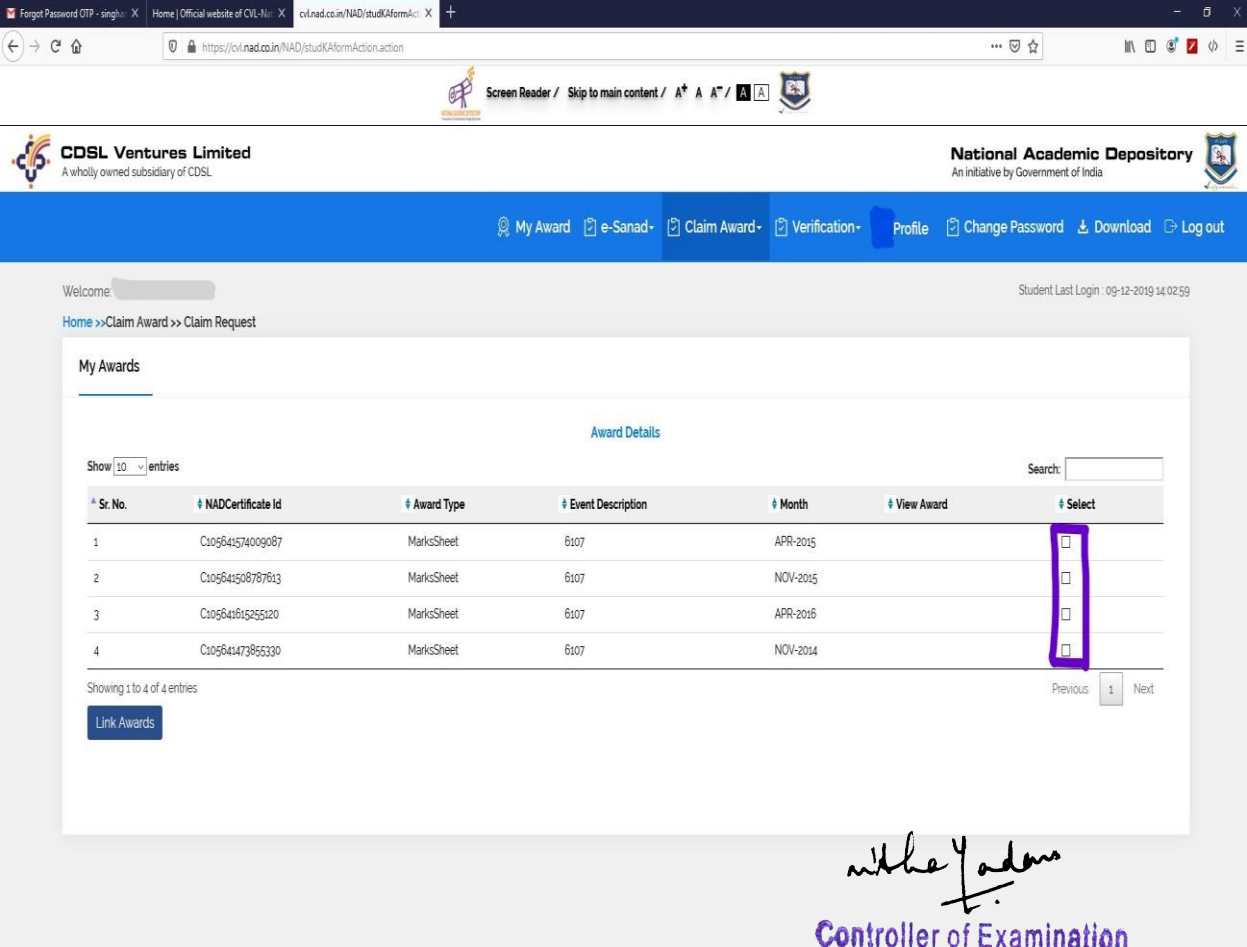
## RESULT ANALYSIS

Examination cell has developed an in house utility software for attainment level/result analysis. Once the result is declared, examination cell imports all results in SQL Server. A report is generated which contains course attainment / programme attainment as well as division / grading bifurcation of students based on the result. The report is handed over to faculty for remedial action, if required.

## NATIONAL ACADEMIC DEPOSITORY

University has signed an MOU with Central Depository Services Limited ("CDSL") for uploading the awards on National Academic Depository (NA), an initiative of Ministry of Human Resource Development (MHRD). More than 40,000 academic records (degree, marksheets etc) have been uploaded till 2020.

Students can get their academic documents uploaded by IIS (Deemed to be University) by entering their usernames and passwords at NAD portal.



The screenshot shows the NAD portal interface. At the top, there is a navigation bar with links for 'My Award', 'e-Sanad', 'Claim Award', 'Verification', 'Profile', 'Change Password', 'Download', and 'Log out'. Below the navigation bar, the user is logged in as 'Welcome: [redacted]' and the last login time is '09-12-2019 14:02:59'. The main content area is titled 'My Awards' and displays a table of award details. The table has columns for 'Sr. No.', 'NAD Certificate Id', 'Award Type', 'Event Description', 'Month', 'View Award', and 'Select'. There are four entries in the table, all of type 'Marksheet' for '6107'. The 'Select' column contains checkboxes, which are highlighted with a red box. Below the table, there is a 'Link Awards' button and a pagination control showing 'Showing 1 to 4 of 4 entries'.

Sr. No.	NAD Certificate Id	Award Type	Event Description	Month	View Award	Select
1	C105641574009087	Marksheet	6107	APR-2015		<input type="checkbox"/>
2	C105641598767613	Marksheet	6107	NOV-2015		<input type="checkbox"/>
3	C105641615255120	Marksheet	6107	APR-2016		<input type="checkbox"/>
4	C105641473855330	Marksheet	6107	NOV-2014		<input type="checkbox"/>

*with the Y adava*  
**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
**Gurukul Marg, SFS, Mansarovar**  
**Jaipur 302020 (Raj.) INDIA**

# EXAMINATION AUTOMATION SYSTEM

## Hardware Details:

### A) Server Details:

- 1) HPE Tower Server ML350 G10  
Intel Xeon-Silver 4110 Processor [2.1 Ghz/ 8 Cores/ 11MB Cache/ 85W]  
HPE ILO 5 ASIC Chipset  
24 DIMM Slots 64 GB [4 nos X 16 GB] DDR4 2666 Mhz RAM  
3nos X HPE 480 GB RI DS SSD  
Open Bay 8SFFF HP Drive Cage  
4nos X 1 Gigabit Ethernet (331i)  
SA P408i-a SR Gen10 Controller [RAID 0,1,5]  
2nos X 800W Power Supplies  
Microsoft Windows Server 2016 Standard Edition

### B) Desktop Details:

12 Desktop computers are used for various examination work.

## Software Details:

University have subscriptions of Microsoft Volume Licensing Service Center (**VLSC**) and Microsoft Developer Network (**MSDN**). Examination Cell are using Visual Studio 2019, 2010, 2008 and SQL Server 2016, 2008 for in house software development. Microsoft office suite is used for day-to-day workings.

Examination Cell has developed some applications in house and some applications are outsourced to IT companies for smooth conduct of Exams.



**Controller of Examination**  
**HS (DEEMED TO BE UNIVERSITY)**  
Gurukul Marg, SFS, Mansarovar  
Jaipur 302020 (Raj.) INDIA