



SES Training

Schedule Exams

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04-12-03: Prepare Examination Schedule

Let us understand the purpose of this activity

Examination Schedule means defining the dates of various Examinations and Evaluations to be held in school. Defining a simple Exam schedule (Sitting Details, Date from and Date to) is mandatory to proceed with Exam Result Entry

We can further define activities under examination schedule like define the rooms in which students would sit for an exam, the exam invigilators, date sheet, etc. These activities are optional steps to proceed with Exam Result Entry

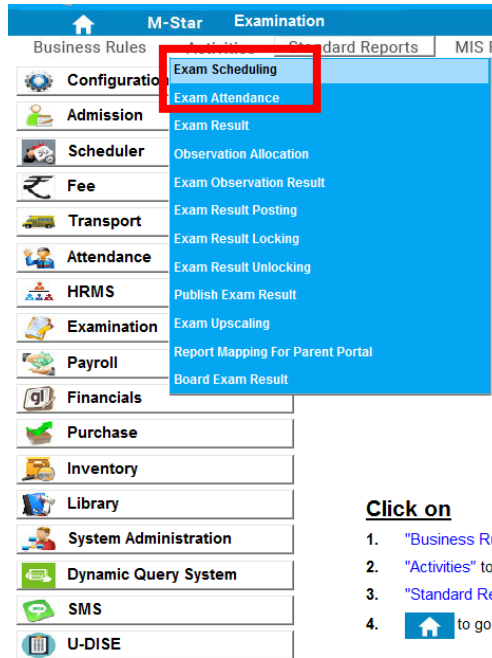
We also need to ensure that the Start Dates for multiple exams should not overlap, i.e. when the exam date for one exam finishes, then only the next exam date should start.


Important Points:

- 1. Before we define the exam schedule we need to ensure that we have saved the rules for the various exams for all the class sections in the school.**
- 2. Defining Exam Schedule for every exam (Academic and Non-Academic) is mandatory even if there is no fixed schedule for an exam.**
- 3. Exam Scheduling is defined for a class and becomes applicable for all sections of the class**
- 4. By default this screen is not accessible by Class Teachers and Subject Teachers**

Now, let us begin this activity


1. We are already in Examination module.
2. Now let us go to button 'Activities' on the top of the screen.
3. Select screen 'Exam Scheduling' from the list as shown below.





Examination

Click on

1. "Business Rules" to define Rules for the Module.
2. "Activities" to enter Transactional data.
3. "Standard Reports" or "MIS Reports" or "Analysis Reports" to generate various type of Reports.
4.  to go back to Homepage.

4. Once we click on 'Exam Scheduling', below shown screen would appear.

M-Star Examination
PARAMHANS PRASAD YADAV (PRINCIPAL)

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling
Save View Delete Clear Exit

Academic Year : Session : Exam Desc. :

Max Sitting/ Day : Date From : Date To : Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To

Add
Delete
Save

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

Add Delete Save

Allocate Subject

Class Section	Subjects

Add
Delete
Save

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5. Select the 'Academic Year' and 'Session'
6. Let us select 'Session' from the dropdown list. We will select the session for which exam schedule is being prepared.
7. Now we will click on "Exam Desc." And the list of all Examinations (Academic and Non-Academic) for which exam rules have been saved gets displayed
8. Select the exam name from the list for which scheduling is to be done.
9. In box 'Max Sitting / Day' we will enter the number of exams that would get conducted in a day for the selected session. e.g. 1, 2.
10. In box "Date From" enter the start date of selected exam period.
11. In box "Date To" enter the last date of the selected exam period.
12. Now we will click anywhere in the grid 'Sitting Details'
13. On doing so, the grid gets displayed with sitting details automatically based on the number of sittings entered.
 - a. If we enter '1' as 'Max Sitting / Day' for any exam, then it will assign 1 date each for each subject as allocated to the class. E.g. if a class has 12 subjects

(main and sub-subjects) then 12 continuous dates/days will be assigned. This means that the exam schedule will be spread across 12 days

- b. If we enter '5' as 'Max Sitting / Day' for any exam, then it will assign 1 date for 5 subjects as allocated to the class. E.g. if a class has 12 subjects (main and sub-subjects) then within 3 continuous dates the exam schedule will get accommodated.

So based on the exam Schedule main dates, we can adjust the value of 'Max Sitting / Day'

14. Following information is displayed in the section 'Sitting Details':

- a. S. No - sequential serial number
- b. Date - Date of the exam
- c. Sitting No. - number of exam sittings being conducted, i.e. number of exams in a day.
- d. Time From and Time From – this gets generated automatically for each sitting of the day by considering the start time of the Session as 'Time From' with duration of each sitting as 1Hr

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

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Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
Max Sitting/Day : 3 Date From : 09/02/2018 Date To : 09/03/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
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Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C
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Class Section	Subjects
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15. Now we click on button 'Applicable Classes' and we will see a small window appears showing list of all classes of the session

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018
 Max Sitting/ Day : 3

Applicable Class(es)
 Select Applicable Class(es)
 I
 II
 III
 IV
 V

Exam Desc. : CYCLE 8-Primary
 Date To : 12/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.
7	11/02/2018	
8	11/02/2018	
9	11/02/2018	
10	12/02/2018	
11	12/02/2018	
12	12/02/2018	

Facility Allocation
 Class Section | Facility | C S

Allocation / Subject Allocation | Define Roll Number Allocation / Invigilator Allocation

Add | Delete | Save

Add | Delete | Save

Add | Delete | Save

Fill for All Sections

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16. We select the class names for the selected Exam is to be scheduled and we click 'Ok' in the window

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling
Save View Delete Clear Exit

Academic Year : 2017-2018
 Max Sitting/ Day : 3

Exam Desc. : CYCLE 8-Primary
 Date To : 12/02/2018 Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.
7	11/02/2018	
8	11/02/2018	
9	11/02/2018	
10	12/02/2018	
11	12/02/2018	
12	12/02/2018	

Applicable Class(es)
 Select Applicable Class(es)
 I
 II
 III
 IV
 V

Facility Allocation
 Class Section | Facility | Clas

Add | Delete | Save

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17. The grid gets populated with exam schedule dates. If the no. of subjects / dates are not within the date range entered by us, then it will give a message that dates could not be accommodated Date range and will fill the dates accordingly
18. Now click on button 'Save' provided in section 'Sitting Details' to save this data and we get the saving confirmation

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : 3 Date From : 09/02/2018 Date To : 12/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
7	11/02/2018	1	07:00:00 AM	09:00:00 AM
8	11/02/2018	2		
9	11/02/2018	3		
10	12/02/2018	1		
11	12/02/2018	2		
12	12/02/2018	3		

Define Roll Number Allocation / Invigilator Allocation

Message Control
 Data has been saved successfully.

Facility Allocation

Class Section	Facility	Class-Sec Strength

Add Delete Save

Fill for All Sections

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19. Now to check the Exam Schedule, we select the exam name again from the list
20. We click on the button 'Existing Exam Dates'

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : Date From : Date To : Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

Class Section	Subjects

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21. A new window will open showing the exam schedule defined as per our steps

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : Date From : Date To : Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
1	09/02/2018	1	09:00 AM	12:00 PM

Examination details are displayed in this grid.

Define Roll Number Allocation / Invigilator Allocation

Class Section	Facility	Class-Sec Strength

Cancel

Class Section	Subjects

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22. We double-click on the Exam schedule and it will display the exam schedule defined for selected Exam.

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Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling

Academic Year : Session : Exam Desc. :

Max Sitting/ Day : Date From : Date To :

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To	
1	09/02/2018	1	7:00:00 AM	8:00:00 AM	<div style="border: 1px solid #ccc; padding: 5px;"> <input type="button" value="Add"/> <input type="button" value="Delete"/> <input type="button" value="Save"/> </div>
2	09/02/2018	2	8:00:00 AM	9:00:00 AM	
3	09/02/2018	3	9:00:00 AM	10:00:00 AM	
4	10/02/2018	1	7:00:00 AM	8:00:00 AM	
5	10/02/2018	2	8:00:00 AM	9:00:00 AM	
6	10/02/2018	3	9:00:00 AM	10:00:00 AM	

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

Allocate Subject

Class Section	Subjects

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23. The above step is required to be done as only then we would be able to do exam result entry.

Update Exam Schedule and Sitting Details

We can update the sitting details in Exam Schedule if additional Dates have been saved or if we want to add a new date as per our exam schedule. We can Add new Dates, We can delete existing Dates and we can Change the Existing Schedule

Let us see the steps:

1. We select the Exam Name for which we want to update the schedule
2. We click on button 'Existing Exam dates' and it displays the defined schedule of the Exam

The screenshot shows the 'Exam Scheduling' interface. At the top, there are navigation tabs: Business Rules, Activities, Standard Reports, MIS Reports, Analysis Reports, Predictive Analysis, and Corrective Analysis. The user is logged in as PARAMHANS PRASAD YADAV (PRINCIPAL). The 'Exam Scheduling' section includes fields for Academic Year (2017-2018), Session (Primary), Exam Desc. (CYCLE 8-Primary), Max Sitting/Day, Date From, and Date To. A red box highlights the 'Existing Exam Dates' button. Below this, a table displays the exam schedule:

Exam Description	Date From	Date To
CYCLE 8-Primary	09/02/2018	12/02/2018

A tooltip over the table entry reads: 'Examination details are displayed in this grid.' Below the table, there are buttons for 'Add', 'Delete', and 'Save'. The interface also includes sections for 'Sitting Details' and 'Facility Allocation'.

3. We double-click on the schedule of the Exam and the detailed schedule gets displayed in the main screen

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Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling
Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary

Max Sitting/Day : 3 Date From : 09/02/2018 Date To : 12/02/2018 Existing Exam Dates

Applicable Class(es)

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To
1	09/02/2018	1	7:00:00 AM	8:00:00 AM
2	09/02/2018	2	8:00:00 AM	9:00:00 AM
3	09/02/2018	3	9:00:00 AM	10:00:00 AM
4	10/02/2018	1	7:00:00 AM	8:00:00 AM
5	10/02/2018	2	8:00:00 AM	9:00:00 AM
6	10/02/2018	3	9:00:00 AM	10:00:00 AM

Add Delete Save

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

09/02/2018 - 1 st Sitting
09/02/2018 - 2 nd Sitting
09/02/2018 - 3 rd Sitting
10/02/2018 - 1 st Sitting
10/02/2018 - 2 nd Sitting

Add Delete Save

Allocate Subject

Class Section	Subjects

Add Delete Save

Fill for All Sections

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Change Specific Sitting Dates

- a. If we need to change specific dates in the sitting details, then under section 'Sitting Details' click on box under column 'Date' to change the date.

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Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling
Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary

Max Sitting/Day : 3 Date From : 09/02/2018 Date To : 12/02/2018 Existing Exam Dates

Applicable Class(es)

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To
1	09/02/2018	1	7:00:00 AM	8:00:00 AM
2		2	8:00:00 AM	9:00:00 AM
3	09/02/2018	3	9:00:00 AM	10:00:00 AM
4	10/02/2018	1	7:00:00 AM	8:00:00 AM
5	10/02/2018	2	8:00:00 AM	9:00:00 AM
6	10/02/2018	3	9:00:00 AM	10:00:00 AM

Add Delete Save

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

09/02/2018 - 1 st Sitting
09/02/2018 - 2 nd Sitting
09/02/2018 - 3 rd Sitting
10/02/2018 - 1 st Sitting
10/02/2018 - 2 nd Sitting

Add Delete Save

Allocate Subject

Class Section	Subjects

Add Delete Save

Fill for All Sections

ACADEMIC YEAR: 2017-2018
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Change Start or End Date of Exam Schedule

- b. If we want to change the overall Exam Schedule (Date From and/or Date To)
 - i. We enter the new dates in fields 'Date From' and 'Date To' and we click in the grid

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : 3 Date From : 02/02/2018 Date To : 15/02/2018 Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To
1	09/02/2018		7:00:00 AM	8:00:00 AM
2	09/02/2018	2	8:00:00 AM	9:00:00 AM
3	09/02/2018	3	9:00:00 AM	10:00:00 AM
4	10/02/2018	1	7:00:00 AM	8:00:00 AM
5	10/02/2018	2	8:00:00 AM	9:00:00 AM
6	10/02/2018	3	9:00:00 AM	10:00:00 AM

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

Allocate Subject

Class Section	Subjects

Add Delete Save Fill for All Sections

ACADEMIC YEAR: 2017-2018

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ii. We get a message for refreshing the grid and w click on 'Yes'

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : 3 Date From : 02/02/2018 Date To : 15/02/2018 Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To
1	09/02/2018		7:00:00 AM	8:00:00 AM
2	09/02/2018	2	8:00:00 AM	9:00:00 AM
3	09/02/2018	3	9:00:00 AM	10:00:00 AM
4	10/02/2018	1	7:00:00 AM	8:00:00 AM
5	10/02/2018	2	8:00:00 AM	9:00:00 AM
6	10/02/2018	3	9:00:00 AM	10:00:00 AM

Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength

Allocate Subject

Class Section	Subjects

Add Delete Save Fill for All Sections

CRITICAL Message Control
 Do you want to refresh the sitting details grid?
 Yes No Cancel

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- iii. Based on the dates entered by us, the exam schedule dates get updated. And we can further update the Dates or click on 'Save' button next to the grid.

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Business Rules | Activities | Standard Reports | MIS Reports | Analysis Reports | Predictive Analysis | Corrective Analysis
Save | View | Delete | Clear | Exit

Exam Scheduling

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary

Max Sitting/ Day : 3 Date From : 02/02/2018 Date To : 05/02/2018 Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To	
7	04/02/2018	1	07:00:00 AM	08:00:00 AM	<input type="button" value="Add"/> <input type="button" value="Delete"/> <input type="button" value="Save"/>
8	04/02/2018	2	08:00:00 AM	09:00:00 AM	
9	04/02/2018	3	09:00:00 AM	10:00:00 AM	
10	05/02/2018	1	07:00:00 AM	08:00:00 AM	<input type="button" value="Add"/> <input type="button" value="Delete"/> <input type="button" value="Save"/>
11	05/02/2018	2	08:00:00 AM	09:00:00 AM	
12	05/02/2018	3	09:00:00 AM	10:00:00 AM	

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

09/02/2018 - 1 st Sitting
 09/02/2018 - 2 nd Sitting
 09/02/2018 - 3 rd Sitting
 10/02/2018 - 1 st Sitting
 10/02/2018 - 2 nd Sitting

Allocate Subject

Class Section	Subjects

ACADEMIC YEAR: 2017-2018
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Delete Specific Sitting Dates

- c. If we want to delete any specific date, we click on the row of the date and click on button 'Delete' available next to grid

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/Day : 3 Date From : 02/02/2018 Date To : 05/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
7	04/02/2018	1	07:00:00 AM	08:00:00 AM
8	04/02/2018	2	08:00:00 AM	09:00:00 AM
9	04/02/2018	3	09:00:00 AM	10:00:00 AM
10	05/02/2018	1	07:00:00 AM	08:00:00 AM
11	05/02/2018	2	08:00:00 AM	09:00:00 AM
12	05/02/2018	3	09:00:00 AM	10:00:00 AM

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

09/02/2018 - 1 st Sitting
09/02/2018 - 2 nd Sitting
09/02/2018 - 3 rd Sitting
10/02/2018 - 1 st Sitting
10/02/2018 - 2 nd Sitting

Add Delete Save

Allocate Subject

Class Section	Subjects

Add Delete Save

Fill for All Sections

ACADEMIC YEAR: 2017-2018 Powered by MGRM

- i. We get message for confirming Deletion and we click on 'Yes' to conform Deletion

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/Day : 3 Date From : 02/02/2018 Date To : 05/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
7	04/02/2018	1	07:00:00 AM	08:00:00 AM
8	04/02/2018	2		
9	04/02/2018	3		
10	05/02/2018	1		
11	05/02/2018	2		
12	05/02/2018	3		

CRITICAL Message Control

Are you sure, you want to delete the Data?

Yes No Cancel

Define Roll Number Allocation / Invigilator Allocation

Define Facility Allocation / Subject Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength

09/02/2018 - 1 st Sitting
09/02/2018 - 2 nd Sitting
09/02/2018 - 3 rd Sitting
10/02/2018 - 1 st Sitting
10/02/2018 - 2 nd Sitting

Add Delete Save

Fill for All Sections

ACADEMIC YEAR: 2017-2018

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ii. We will see that the selected row get highlighted

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/Day : 3 Date From : 02/02/2018 Date To : 05/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To
7	04/02/2018	1	07:00:00 AM	08:00:00 AM
8	04/02/2018	2	08:00:00 AM	09:00:00 AM
9	04/02/2018	3	09:00:00 AM	10:00:00 AM
10	05/02/2018	1	07:00:00 AM	08:00:00 AM
11	05/02/2018	2	08:00:00 AM	09:00:00 AM
12	05/02/2018	3	09:00:00 AM	10:00:00 AM

Define Facility Allocation / Subject Allocation

Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

09/02/2018 - 1 st Sitting
09/02/2018 - 2 nd Sitting
09/02/2018 - 3 rd Sitting
10/02/2018 - 1 st Sitting
10/02/2018 - 2 nd Sitting

Add Delete Save

Allocate Subject

Class Section	Subjects

Add Delete Save

Fill for All Sections

ACADEMIC YEAR: 2017-2018

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- iii. We click on 'Save' button next to grid and we get confirmation of deletion and the selected row gets deleted
- iv. We can repeat these steps for other sitting dates if required

Add new Sitting Dates

- d. If we want to 'Add' a new row in the existing sitting details schedule,
 - i. We click on 'Add' button next to the grid and we will a new row gets added

S. No.	Date	Sitting No.	Time From	Time To
7	04/02/2018	1	7:00:00 AM	8:00:00 AM
8	04/02/2018	2	8:00:00 AM	9:00:00 AM
9	04/02/2018	3	9:00:00 AM	10:00:00 AM
10	05/02/2018	1	7:00:00 AM	8:00:00 AM
12				

- ii. We can now enter our details as required in the fields: 'Date' and 'Sitting No.', 'Time From' and 'Time To'

Home **M-Star Examination** PARAMHANS PRASAD YADAV (PRINCIPAL)
 Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : 3 Date From : 02/02/2018 Date To : 06/02/2018 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To		
7	04/02/2018	1	7:00:00 AM	8:00:00 AM		
8	04/02/2018	2	8:00:00 AM	9:00:00 AM		
9	04/02/2018	3	9:00:00 AM	10:00:00 AM		
10	05/02/2018	1	7:00:00 AM	8:00:00 AM		
11	05/02/2018	2	8:00:00 AM	9:00:00 AM		
12	06/02/2018	1	08:00:00 AM	09:00:00 AM		

Define Facility Allocation / Subject Allocation Define Roll Number Allocation / Invigilator Allocation

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

02/02/2018 - 1 st Sitting
02/02/2018 - 2 nd Sitting
02/02/2018 - 3 rd Sitting
03/02/2018 - 1 st Sitting
03/02/2018 - 2 nd Sitting

Add Delete Save

Allocate Subject

Class Section	Subjects

Add Delete Save

Fill for All Sections

ACADEMIC YEAR: 2017-2018

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- iii. If we have added a new date then we will see that the main 'Date To' will show the updated date in the field
- iv. We click on 'Save' next to the grid and we get data saving confirmation
- v. Now when we click on 'Existing Exam Dates' for our exam, the exam schedule shows the updated dates

Home | **M-Star Examination** | PARAMHANS PRASAD YADAV (PRINCIPAL)

Business Rules | Activities | Standard Reports | MIS Reports | Analysis Reports | Predictive Analysis | Corrective Analysis

Exam Scheduling | Save | View | Delete | Clear | Exit

Academic Year : 2017-2018 | Session : Primary | Exam Desc. : CYCLE 8-Primary
 Max Sitting/ Day : | Date From : | Date To : | Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Exam Description	Date From	Date To	
				CYCLE 8-Primary	02/02/2018	06/02/2018	Add Delete Save

Examination details are displayed in this grid.

Define Roll Number Allocation / Invigilator Allocation

Cancel

Add | Delete | Save | Fill for All Sections

ACADEMIC YEAR: 2017-2018

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Delete Exam Schedule

An Exam schedule can only be deleted if there is no Result Entry is there in it.

We can delete an Exam's Schedule completely by following below steps.

1. To delete an exam schedule, we first have to delete all Exam sitting details in the schedule
2. To delete exam sitting details, please refer to the steps provided in section '**Update Exam Schedule and Sitting Details → Delete Specific Sitting Dates**'
3. After all the sitting details have been deleted then we click on button 'Delete' on top of the screen and we warning message

The screenshot displays the 'Exam Scheduling' interface in the M-Star Examination system. The user is logged in as PARAMIHANS PRASAD YADAV (PRINCIPAL). The interface includes a navigation menu with options like Business Rules, Activities, Standard Reports, MIS Reports, Analysis Reports, Predictive Analysis, and Corrective Analysis. The 'Delete' button is highlighted with a red box. Below the navigation, there are fields for Academic Year (2017-2018), Session (Primary), Exam Desc. (PERIODIC TEST 1-Primary), Max Sitting/Day (1), Date From (09/09/2017), and Date To (10/09/2017). A 'Sitting Details' table is visible, but it is mostly empty. A 'CRITICAL' warning message dialog box is open, stating: 'Exam schedule once deleted cannot be retrieved back. Are you sure, you want to delete exam schedule for the selected exam?'. The 'Yes' button in the dialog is also highlighted with a red box. At the bottom of the interface, it shows 'ACADEMIC YEAR: 2017-2018' and 'Powered by MGRM'.

4. We confirm deletion by clicking 'Yes' and we get confirmation message of its deletion

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling Save View Delete Clear Exit

Academic Year : 2017-2018 Session : Primary Exam Desc. : PERIODIC TEST 1-Primary
 Max Sitting/ Day : 1 Date From : 09/09/2017 Date To : 10/09/2017 Existing Exam Dates

Applicable Class(es)

S. No.	Date	Sitting No.	Time From	Time To	
<div style="border: 1px solid black; padding: 5px;"> <p>MESSAGE</p> <p>Selected exam schedule for the exam 'PERIODIC TEST 1-Primary' has been deleted successfully.</p> <p>OK Cancel</p> </div>					

Define Roll Number Allocation / Invigilator Allocation

Class Section	Facility	Class-Sec Strength	
Add Delete Save			

Fill for All Sections

ACADEMIC YEAR: 2017-2018 Powered by MGRM

- So now when we select the Exam name in the screen, we will NOT see the button 'Existing Exam Dates' enabled for the selected exam as its schedule has been deleted

M-Star Examination
PARAMHANS PRASAD YADAV (PRINCIPAL)

Business Rules Activities Standard Reports MIS Reports Analysis Reports Predictive Analysis Corrective Analysis

Exam Scheduling

Academic Year : 2017-2018 Session : Primary Exam Desc. : PERIODIC TEST Primary

Max Sitting/Day : Date From : Date To : Existing Exam Dates

Sitting Details

S. No.	Date	Sitting No.	Time From	Time To

Facility Allocation

Class Section	Facility	Class-Sec Strength	Available Cap.	Alloted C

Allocate Subject

Class Section	Subjects

Exam Schedule Order

Refer below order of scheduling across various Exams:

Exam Scheduling Order of Session: Primary & Class: I - II

Exam Type	Exam Name	Scheduling Order
Academic	Cycle 1	1
Academic	Cycle 2	2
Academic	Cycle 3	3
Academic	Cycle 4	4
Non Academic	Term I	5
Academic	Cycle 5	6
Academic	Cycle 6	7
Academic	Cycle 7	8
Academic	Cycle 8	9
Non Academic	Term II	10

Exam Scheduling Order of Session: Primary & Class: III - V

Exam Type	Exam Name	Scheduling Order
Academic	Periodic Test 1	1
Academic	Notebook 1	2
Academic	Subject Enrichment 1	3
Academic	Half Yearly	4
Non Academic	Term I	5

Exam Type	Exam Name	Scheduling Order
Academic	Periodic Test 2	6
Academic	Notebook 2	7
Academic	Subject Enrichment 2	8
Academic	Annual Exam	9
Non Academic	Term II	10

Exam Scheduling Order of Session: Secondary & Class: VI-VIII

Exam Type	Exam Name	Scheduling Order
Academic	Periodic Test 1	1
Academic	Notebook 1	2
Academic	Subject Enrichment 1	3
Academic	Half Yearly	4
Non Academic	Term I	5
Academic	Periodic Test 2	6
Academic	Notebook 2	7
Academic	Subject Enrichment 2	8
Academic	Annual Exam	9
Non Academic	Term II	10

Exam Scheduling Order of Session: Secondary & Class: IX-X

Exam Type	Exam Name	Scheduling Order
Academic	Periodic Test 1	1
Academic	Periodic Test 2	2
Academic	Periodic Test 3	3
Academic	Periodic Test	4
Academic	Notebook	5
Academic	Subject Enrichment	6
Academic	Annual Exam	7
Non Academic	Term Final	8

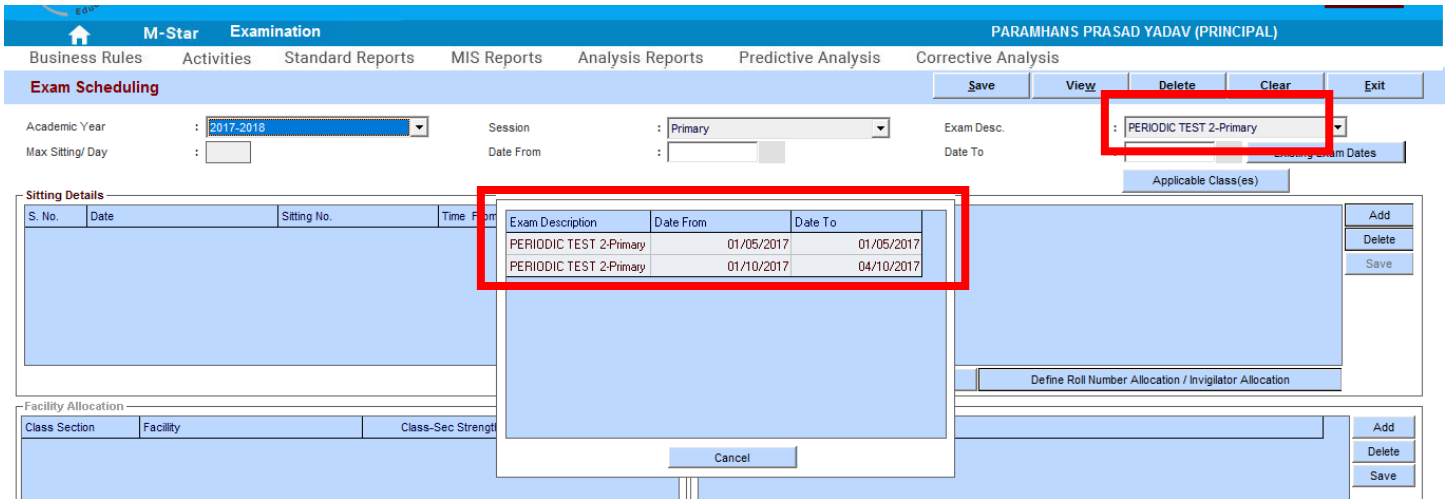
Exam Scheduling Order of Session: Senior Secondary & Class: XI-XII

Exam Type	Exam Name	Scheduling Order
Academic	Periodic Test 1	1
Academic	Half Yearly	2
Academic	Periodic Test 2	3
Non Academic	Term Final	4



Points to Remember

1. *Exam Schedule of every Exam is mandatory to proceed for Result Entry*
2. *Exam Schedule has to be defined for both Academic and Non-Academic Exams*
3. Only those Exams will be visible in Exam Schedule for which Exam Rules have been inherited in any class section for the Session
4. *Eventhough Non-Academic Exams may not be scheduled for specific Dates, still we have to Schedule them. For these exams we can choose any date range which is not overlapping with any Academic Exam Dates and then schedule*
5. *An Exam will be available in Exam Result Entry for only the classes for which Exam schedule has been made applicable while defining its Exam Schedule*
6. If we see multiple schedules for same exam, we must delete one Exam Schedule in order to avoid incorrect Exam Result Entry. Refer below screenshot showing two schedules for one Exam



S. No.	Date	Sitting No.	Time From	Time To

Exam Description	Date From	Date To
PERIODIC TEST 2-Primary	01/05/2017	01/05/2017
PERIODIC TEST 2-Primary	01/10/2017	04/10/2017

7. *Exam Names appear in various screens and Reports in the same order of their exam Schedules (i.e. 'Date From' and 'Date To')*
8. The student attendance in reports gets calculated from 1st April of the Academic Year till the 'Date To' of Exam schedule of the Exam selected in 'Exam To' in the report
9. *Exam Schedule Dates (i.e. 'Date From' and 'Date To') of multiple Exams should NOT be overlapping with each other.*
10. *Exam Schedule of an Exam can be deleted only if Result has not been entered in it*

Training Video Links

S.No	Description	You-tube Link
1.	Training Video – Examination – Exam Scheduling	https://youtu.be/65CE5GKrrroE

*** End of Document ***