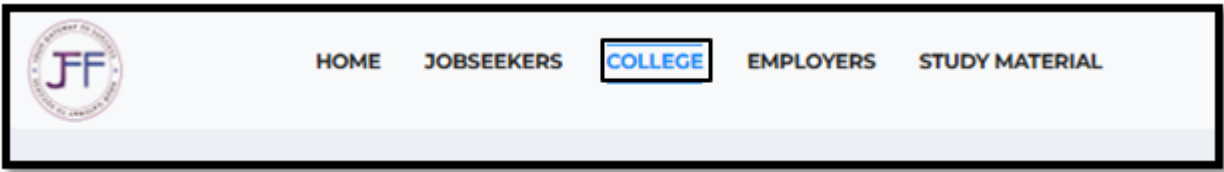
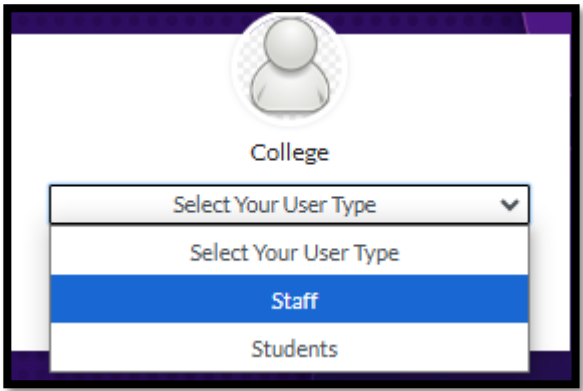


❖ **LOG IN TO AN ACCOUNT:**

- To access your account, click on the link : <https://www.jobforfreshers.net/usertype.php>
- Click on the **College** button.



- Select **Staff** and then click on the **Submit** button.



- Enter your email address and password, then select **Sign In** button.

A screenshot of a login form titled 'Login To Your Account' in a blue header. Below the header are two input fields: 'Email Address' with the placeholder text 'Enter Email', and 'Password' with the placeholder text 'Password'. At the bottom of the form are two buttons: a green 'SIGN IN' button and a red 'Cancel' button. Below the buttons are two links: 'Forgot Your Password' and 'You Don't Have An Account? Sign Up Now'.

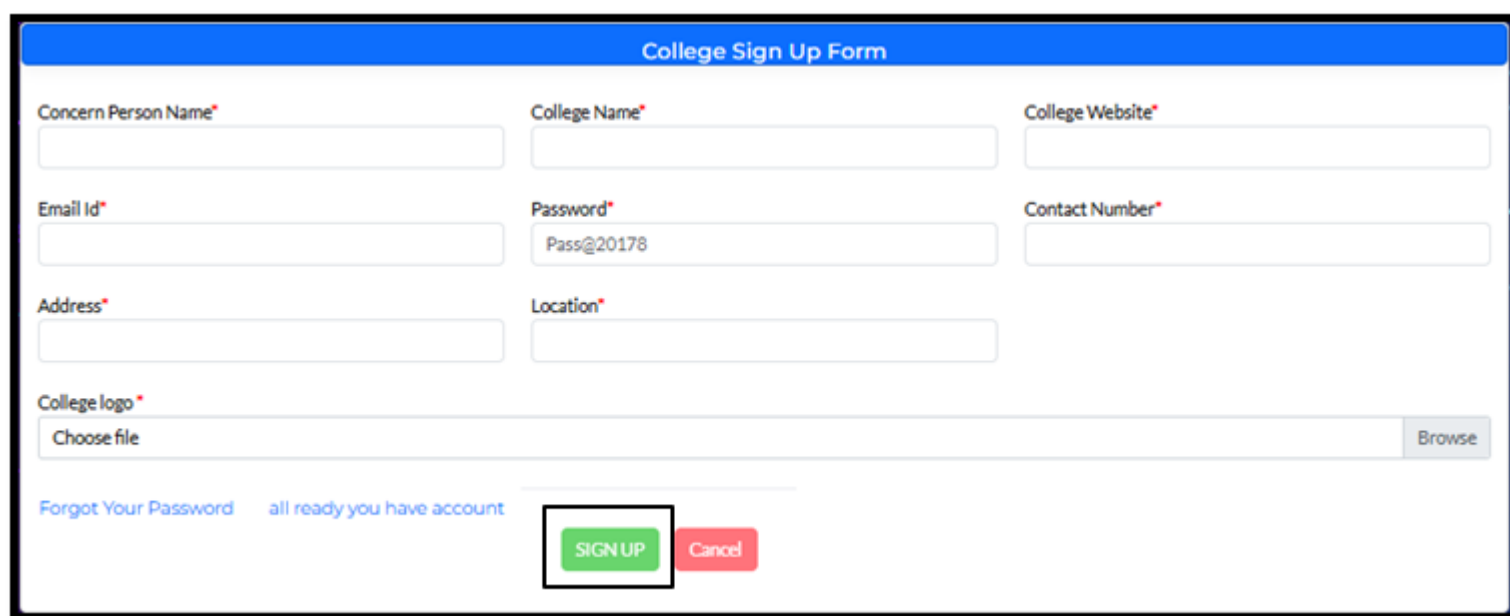
- You will be redirected to your dashboard page.
- If you don't have an account, click on **Don't Have an Account? Sign Up Now**.

A screenshot of the same login form as above. A black rectangular box is drawn around the link 'You Don't Have An Account? Sign Up Now' at the bottom right of the form.

- Enter the following details:

- Concern Person Name
- College Name
- College Website
- Email ID
- Password
- Contact Number
- Address
- Location
- College Logo

Note: All fields are required. Once completed, click on the **Sign Up** button.



College Sign Up Form

Concern Person Name*

College Name*

College Website*

Email Id*

Password*

Contact Number*

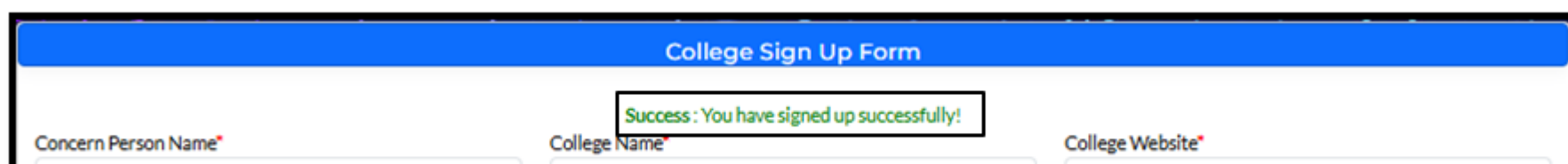
Address*

Location*

College logo*

[Forgot Your Password](#) [all ready you have account](#)

- A confirmation message will appear, indicating that **you have successfully signed in** to your account.



College Sign Up Form

Success: You have signed up successfully!

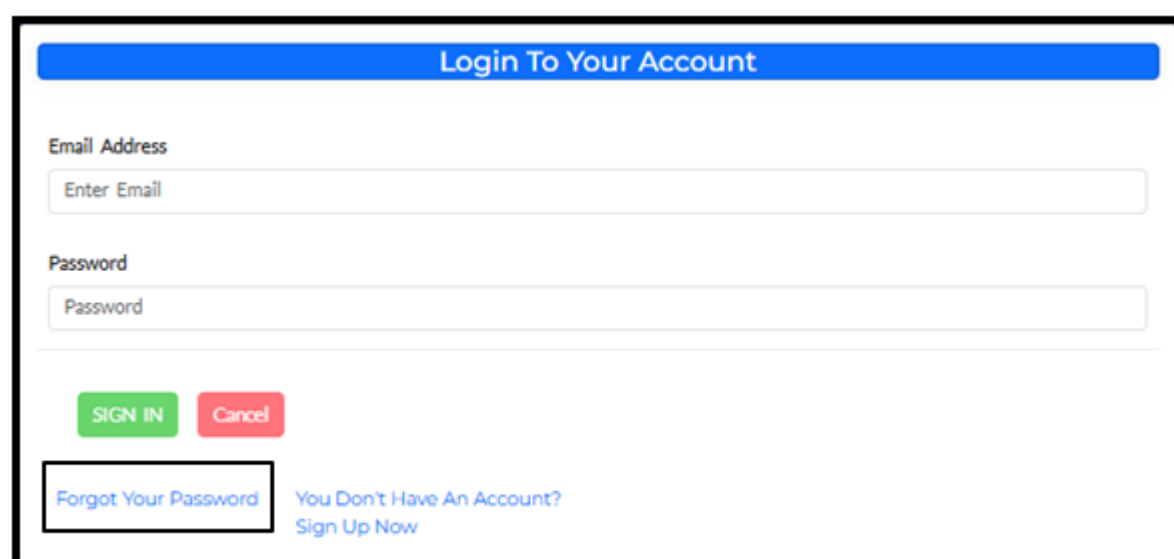
Concern Person Name*

College Name*

College Website*

Note: Once the admin activates your account, you will receive an email notification. Only then will you be able to log in.

- If you've forgotten your password, click on the **Forgot Your Password** button.



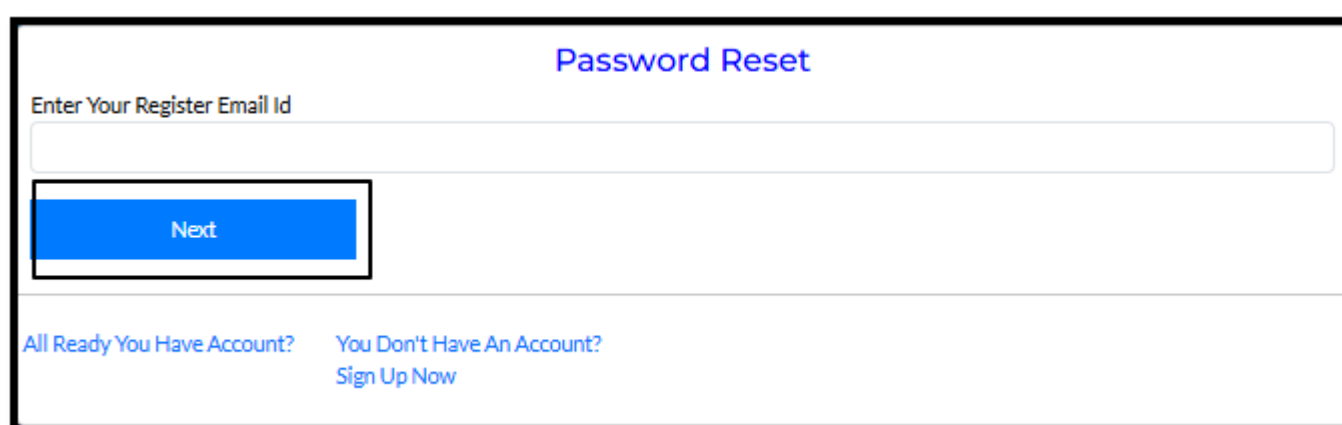
Login To Your Account

Email Address

Password

[You Don't Have An Account? Sign Up Now](#)

- Enter the email ID you used to create your account, then click on the **Next** button.

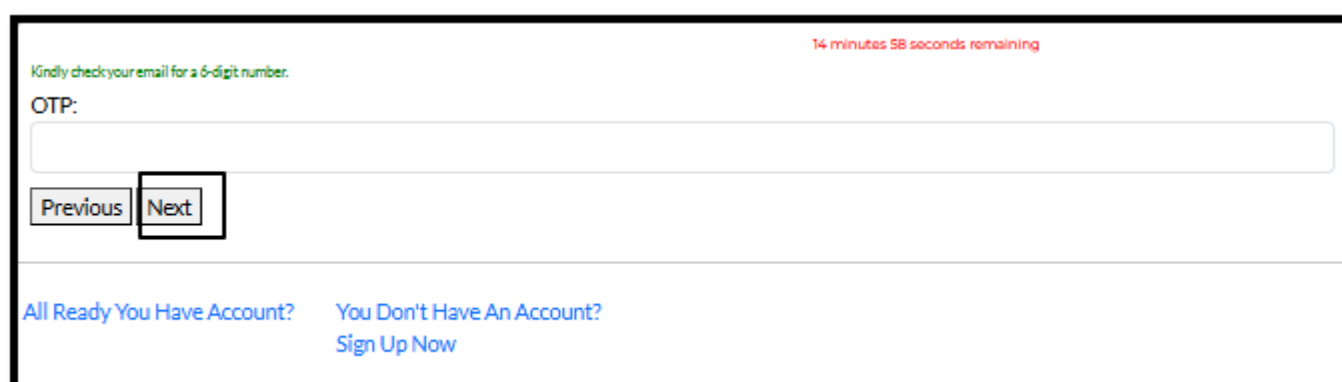


Password Reset

Enter Your Register Email Id

[All Ready You Have Account?](#) [You Don't Have An Account? Sign Up Now](#)

- Enter the OTP sent to your email ID, then click on the **Next** button.



Kindly check your email for a 6-digit number. 14 minutes 58 seconds remaining

OTP:

[All Ready You Have Account?](#) [You Don't Have An Account? Sign Up Now](#)

- Enter your new password and confirm it, then click on the **Submit** button.

Set Password

Password must be at least 8 characters.

New password:

conform password:

Previous
Submit

[All Ready You Have Account?](#)
[You Don't Have An Account?
Sign Up Now](#)

- Enter your login details, and you will be redirected to the dashboard page.

❖ MANAGE DEGREE:

In this section, you can add a degree, as well as edit or delete it as needed.

- Click on the **Manage Degree** button.

- Enter the degree, then click on the **Add** button.

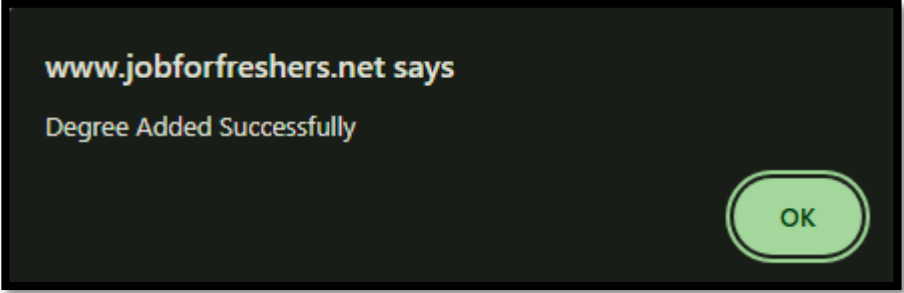
Add New Degree

Add degree

Bachelor Engineering

Add

➤ A **Degree added successfully** message will appear.



➤ The listed degrees will be displayed below.

Degree list

Show

10

 entries

Search:

#	Title	Created On	Update On	Action
1	Bachelor of English	November 8th, 2024 at 03:07 PM		<div>Delete</div> <div>Edit</div>
2	Bachelor of Maths	November 8th, 2024 at 03:08 PM		<div>Delete</div> <div>Edit</div>
3	Bachelor of Tamil	November 8th, 2024 at 03:08 PM		<div>Delete</div> <div>Edit</div>

Showing 1 to 3 of 3 entries

Previous

1

Next

➤ Click on the **Edit** button if you need to edit the degree name. After making the changes, click on the **Update** button.

Degree list

Show

10

 entries

Search:

#	Title	Created On	Update On	Action
1	Bachelor of English	November 8th, 2024 at 03:07 PM		<div>Delete</div> <div>Edit</div>
2	Bachelor of Maths	November 8th, 2024 at 03:08 PM		<div>Delete</div> <div>Edit</div>
3	Bachelor of Tamil	November 8th, 2024 at 03:08 PM		<div>Delete</div> <div>Edit</div>

Showing 1 to 3 of 3 entries

Previous

1

Next

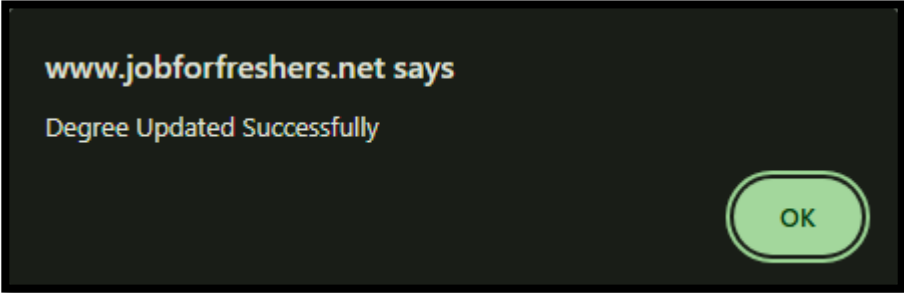
Edit Degree

Degree Name

Bachelor of English

Update

➤ A **Degree updated successfully** message will appear.



➤ If you need to delete the degree, click on the **Delete** button.

Degree list

Show 10 entries

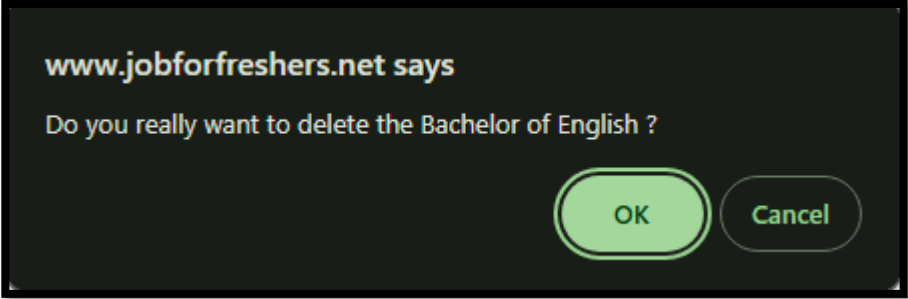
Search:

#	Title	Created On	Update On	Action
1	Bachelor of English	November 8th, 2024 at 03:07 PM		<div>DeleteEdit</div>
2	Bachelor of Maths	November 8th, 2024 at 03:08 PM		<div>DeleteEdit</div>
3	Bachelor of Tamil	November 8th, 2024 at 03:08 PM		<div>DeleteEdit</div>

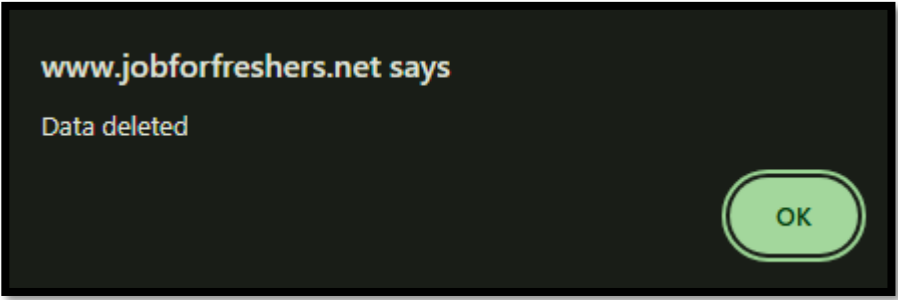
Showing 1 to 3 of 3 entries

Previous1Next

- A confirmation message will appear asking if you really want to delete the degree. Click on the **Ok** button to proceed.



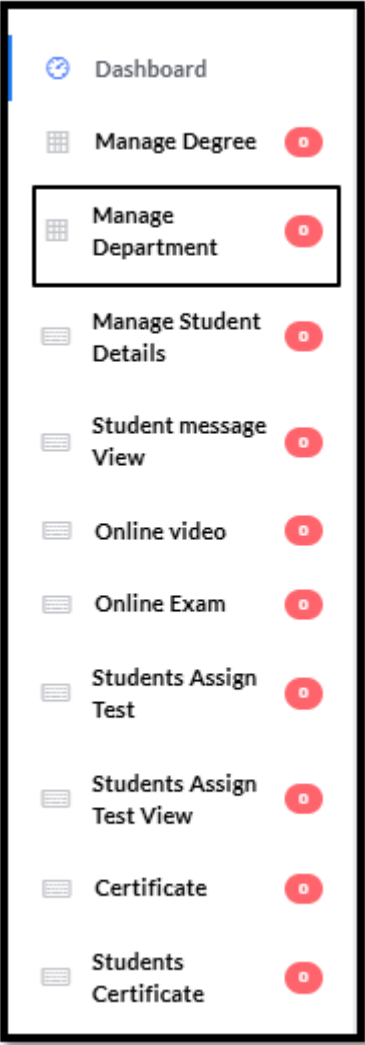
- A **Data deleted successfully** message will appear.



❖ **MANAGE DEPARTMENT:**

In this section, you can add a department, as well as edit or delete it as needed.

- Click on the **Manage Department** button.



- Select the degree, enter the department name, and then click on the **Add** button.

Add New Department

Select Degree

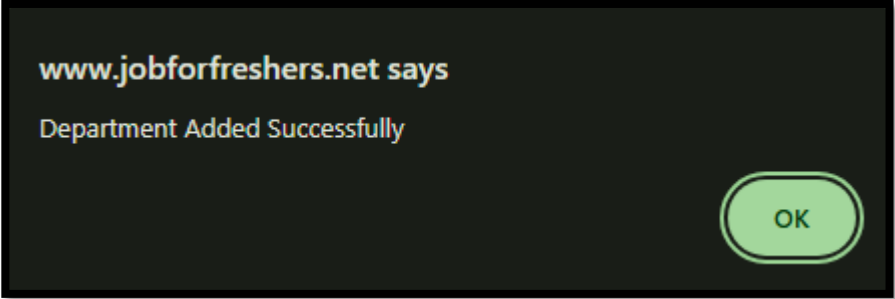
Select

Add department

Electronic & Communication

Add

➤ A **Department added successfully** message will appear.



➤ The listed departments will be displayed below.

Department List

Search:

Showing 1 to 2 of 2 entries

Previous 1 Next

#	Department Name	Degree Name	Action
1	Maths	Bachelor of Maths	<div>Delete Edit</div>
2	Tamil	Bachelor of Tamil	<div>Delete Edit</div>

➤ Click on the **Edit** button if you need to edit the degree name. After making the changes, click on the **Update** button.

Department List

Search:

Showing 1 to 2 of 2 entries

Previous 1 Next

#	Department Name	Degree Name	Action
1	Maths	Bachelor of Maths	<div>Delete Edit</div>
2	Tamil	Bachelor of Tamil	<div>Delete Edit</div>

Edit Department

Select Degree

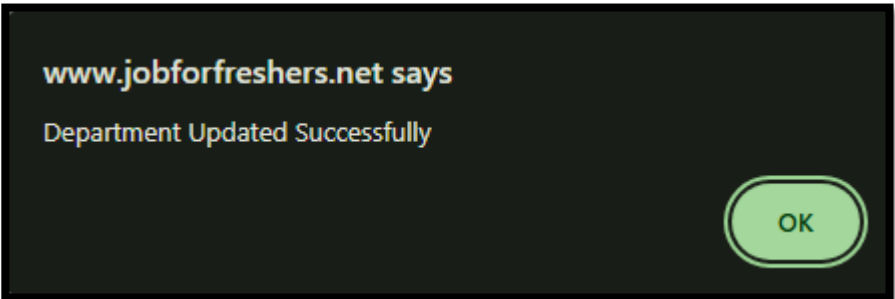
Bachelor of Maths

Department Name

Mathematics

Update

➤ A **Department updated successfully** message will appear.



➤ If you need to delete the degree, click on the **Delete** button.

Department List

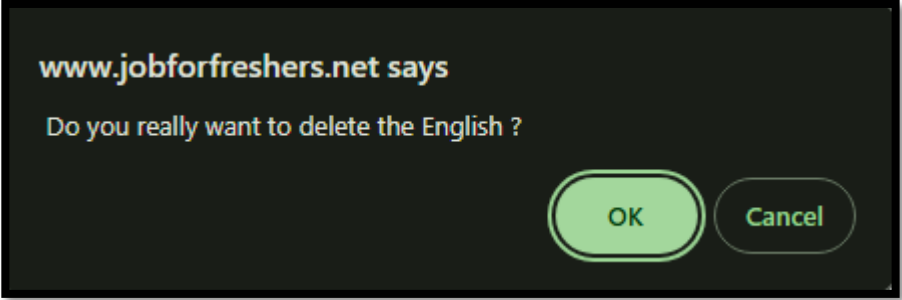
Search:

#	Department Name	Degree Name	Action
1	Maths	Bachelor of Maths	<div>DeleteEdit</div>
2	Tamil	Bachelor of Tamil	<div>DeleteEdit</div>

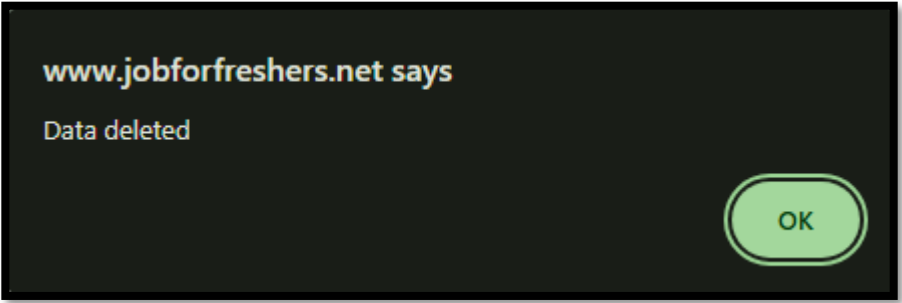
Showing 1 to 2 of 2 entries

Previous1Next

- A confirmation message will appear asking if you really want to delete the degree. Click on the **Ok** button to proceed.



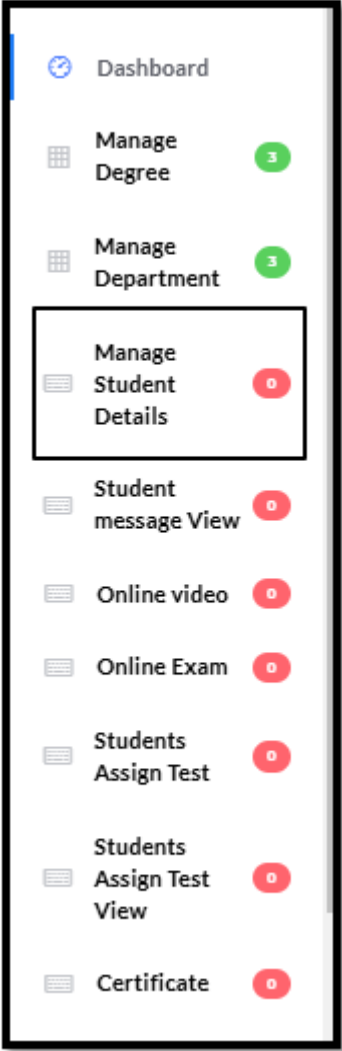
- A **Data deleted successfully** message will appear.



❖ **MANAGE STUDENT DETAILS:**

In this section, you can add student details, including their degree, department, year, batch year, email ID, student name, and contact number.

- Click on the **Manage Student Details** button.



Note: To add student details we have two methods you can choose either one

- **Method: I**

- ✓ Click on the **Add Student Detail** button.

Add Student

Add Student

Add Student Detail
Add Student Detail in Excel

- ✓ Manually fill in all the required details accurately, then click on the **Add** button.

Add New Student

Select Degree*
Select

Select Department*
Select

Year*
Select Year

Student Batch Year*
Student Batch Year

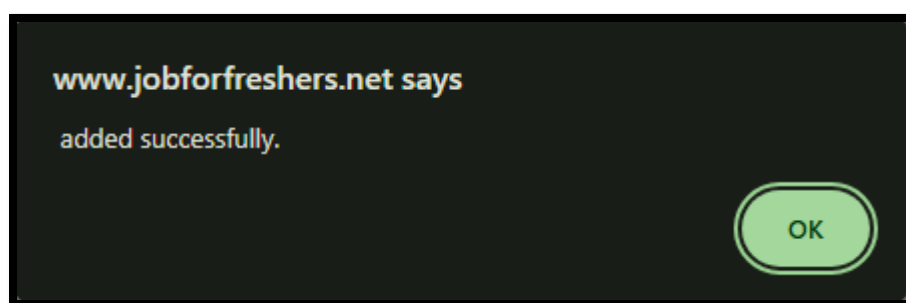
Email Id*
email@gmail.com

Enter Student Name*
Enter the student Name

Contact Number
9807984565

Add

- ✓ A **Student added successfully** message will appear.



➤ Method: II

- ✓ Click on the **Add Student Detail in Excel** button.

Add Student

Add Student

Add Student Detail
Add Student Detail in Excel

- ✓ Select the degree, department, year, batch year, and upload the Excel sheet.

Add New Student

Select Degree*
Select

Select Department*
Select

Student Batch Year*
Student Batch Year

Year*
Select Year

NOTE:
Avoid duplicate emails, do not alter the format provided in the sample document, and please note that the student's contact number is not mandatory.
[sample excel Sheet download...](#)

Select Excel*
Choose file No file chosen

Add

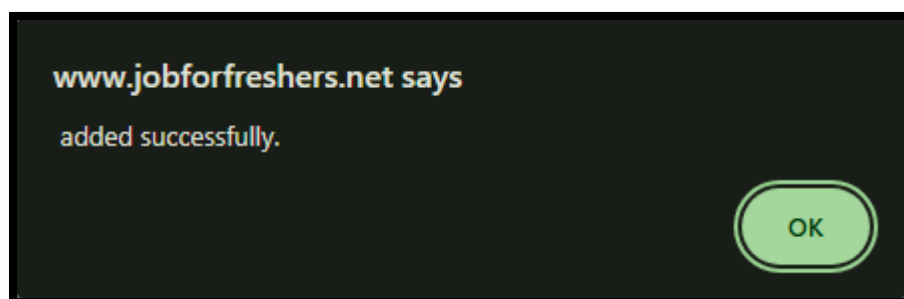
Note: Avoid duplicate emails, do not alter the format provided in the sample document, and please note that the student's contact number is not mandatory.

- ✓ You can also view the sample Excel sheet format by clicking on the **Sample Excel Sheet**.

1	#	Student Name	Email Id	Contact Number
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

Note: Do not alter the format provided in the sample document.

- ✓ Once everything is done, click on the **Add** button.
- ✓ A **Student added successfully** message will appear.



- The uploaded student details will be displayed below in a table format.

Student list									
Show 10 entries		Search: <input type="text"/>							
#	Name	Student batch	Degree	Depratemnt	Year	Email id	Email Send	Action	
1	Aadhi	2024	Bachelor of English	English	3Year	aadhijz92@gmail.com	Mail send	Edit	
2	Adithan	2022	Bachelor of English	English	2Year	alvinbaker401@gmail.com	Mail send	Edit	
3		2024	Bachelor of English	English	1Year		Mail sending	Edit	
4	Adhi	2024	Bachelor of English	English	1Year	adhi123@gmail.com	Mail sending	Edit	
5	Anish	2024	Bachelor of English	English	1Year	anish123@gmail.com	Mail sending	Edit	

- Once the students are added, they will receive an email notifying them that they have been added to this website.
- If you want to edit any of the student details, click on the **Edit** button.

Student list									
Show 10 entries		Search: <input type="text"/>							
#	Name	Student batch	Degree	Depratemnt	Year	Email id	Email Send	Action	
1	Aadhi	2024	Bachelor of English	English	3Year	aadhijz92@gmail.com	Mail send	Edit	

➤ Enter the details you need to edit, then click on the **Update** button.

Edit Student Details

Select Degree*

Bachelor of English

Select Department*

English

Enter Student Name*

Aadhi

Student Batch Year*

2024

Year*

3Year

Email Id*

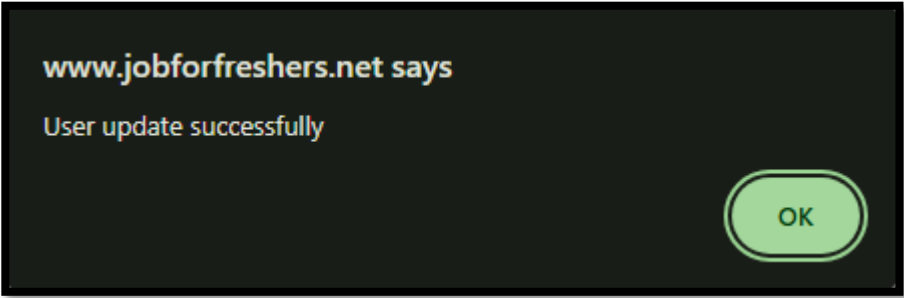
aadhijz92@gmail.com

Contact Number

9089090921

Update

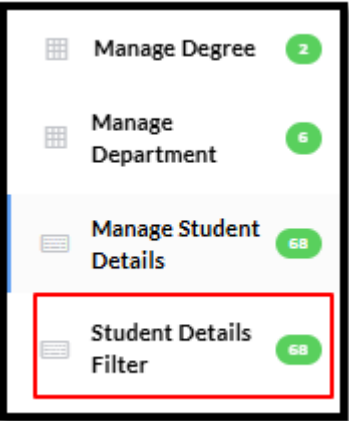
➤ A **User data updated successfully** message will appear.



❖ **STUDENT DETAILS FILTER:**

In this section you can view the list of students by filtering them by the degree and the department.

➤ Click on the **Student Details Filter** button.



➤ Select the appropriate degree, department, year, and student batch year to filter the students you need to view the list for.

Select Student Details

DEGREE

Select

DEPERTMENT

Select

YEAR

Select Year

Student Batch Year

Student Batch Year

Reset

➤ The selected student list will display based on the filters you applied.

Select Student Details

DEGREE

Testing

DEPERTMENT

Testing department

YEAR

1 Year

Student Batch Year

2024

Reset

Select Students

Show 50 entries

Search:

#	Name	Degree	Deperment	Year	Student batch	Action
1	Test1	Testing	Testing department	1Year	2024	Edit
2	test2	Testing	Testing department	1Year	2024	Edit
3	test3	Testing	Testing department	1Year	2024	Edit
4	test4	Testing	Testing department	1Year	2024	Edit
5	test5	Testing	Testing department	1Year	2024	Edit

➤ If you want to edit the student details, click on the **Edit** button.

Select Students						
Show 50 entries		Search:				
#	Name	Degree	Deperment	Year	Student batch	Action
1	Test1	Testing	Testing department	1Year	2024	Edit
2	test2	Testing	Testing department	1Year	2024	Edit
3	test3	Testing	Testing department	1Year	2024	Edit
4	test4	Testing	Testing department	1Year	2024	Edit
5	test5	Testing	Testing department	1Year	2024	Edit

➤ Edit the necessary details, then click on the **Update** button.

Edit Student Details

Select Degree*

Testing

Select Department*

Testing department

Enter Student Name*

Test1

Student Batch Year*

2024

Year*

1Year

Email Id*

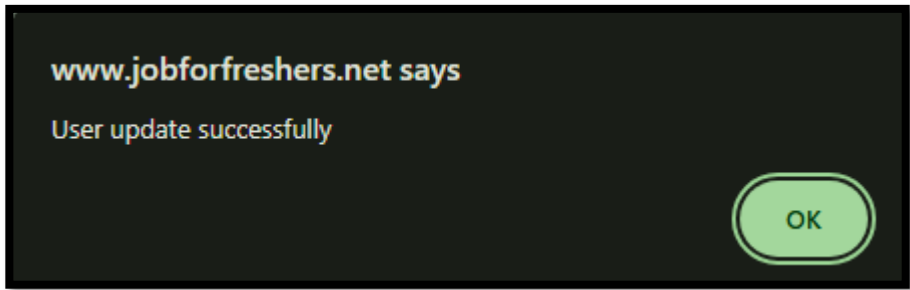
test1@gmail.com

Contact Number

5676554554

Update

➤ A **User updated successfully** message will appear.

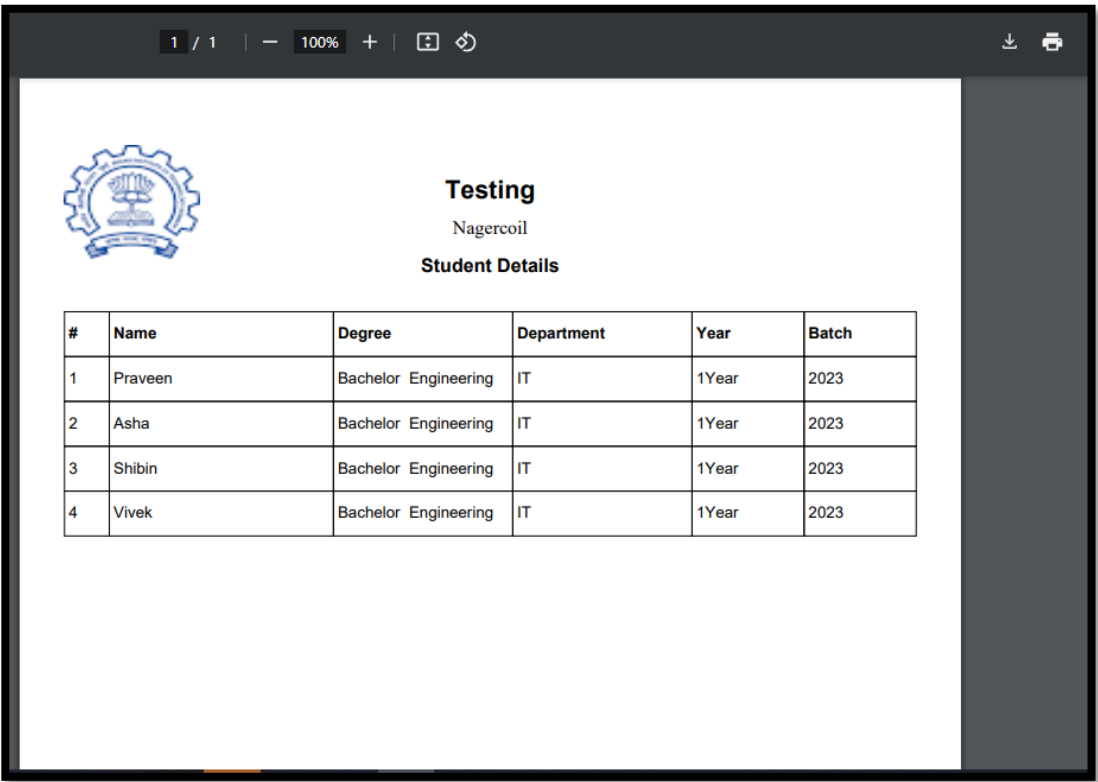


➤ If you want to print the student details, click on the **Print** button.

Showing 1 to 8 of 8 entries

Print

➤ The print preview will display.

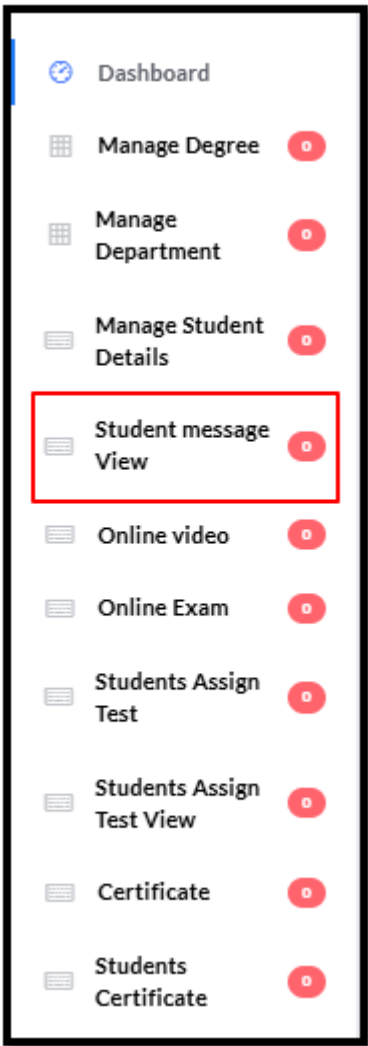


#	Name	Degree	Department	Year	Batch
1	Praveen	Bachelor Engineering	IT	1Year	2023
2	Asha	Bachelor Engineering	IT	1Year	2023
3	Shibin	Bachelor Engineering	IT	1Year	2023
4	Vivek	Bachelor Engineering	IT	1Year	2023

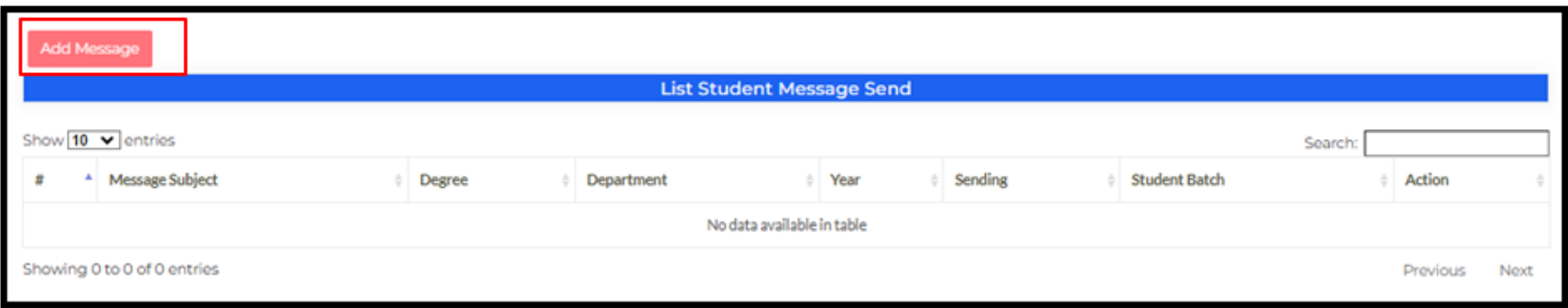
❖ **STUDENT MESSAGE VIEW:**

In this section, you can send a message to students via email. You can choose to send it to individual students or to a specific department.

➤ Click on the **Student Message View** button.



➤ Click on the **Add Message** button to create a message for the students.



Add Message

List Student Message Send

Show 10 entries

Search:

#	Message Subject	Degree	Department	Year	Sending	Student Batch	Action
No data available in table							

Showing 0 to 0 of 0 entries

Previous Next

➤ Select the degree, department, year, and batch year. The list of students will display based on these selections.

Select Students Send Message

DEGREE

Select

DEPERTMENT

Select

YEAR

Select Year

Student Batch Year

Student Batch Year

Reset

- If your selection is incorrect, click on the **Reset** button to start over and make your selections again.
- Enter a subject for your message, then type the message content. To send it to all students in the selected department, click on the **Select All Students** button. To send it to specific students, select the checkbox next to each student's name.

Subject*

Message*

Enter the Message here

☐ Select All Students

Select Students

Show 10 entries

Search:

#	Name	Degree	Deperment	Year	Student_batch
1	<input type="checkbox"/> Praveen	Bachelor Engineering	IT	1Year	2023
2	<input type="checkbox"/> Asha	Bachelor Engineering	IT	1Year	2023
3	<input type="checkbox"/> Shubin	Bachelor Engineering	IT	1Year	2023
4	<input type="checkbox"/> Vivek	Bachelor Engineering	IT	1Year	2023

Showing 1 to 4 of 4 entries

Previous 1 Next

Send

- Once done, click on the **Send** button, and the message will be sent to their email.

Show 10 entries

Search:

#	Name	Degree	Deperment	Year	Student_batch
1	<input type="checkbox"/> Praveen	Bachelor Engineering	IT	1Year	2023
2	<input type="checkbox"/> Asha	Bachelor Engineering	IT	1Year	2023
3	<input type="checkbox"/> Shubin	Bachelor Engineering	IT	1Year	2023
4	<input type="checkbox"/> Vivek	Bachelor Engineering	IT	1Year	2023

Showing 1 to 4 of 4 entries

Previous 1 Next

Send

- You can view the details by clicking on the **View Details** button.

Add Message

List Student Message Send

Show 10 entries

Search:

#	Message Subject	Degree	Department	Year	Sending	Student Batch	Action
1	Workdone	Bachelor of English	English	1Year	2024-11-09 13:53:45	2024	View Details

Showing 1 to 1 of 1 entries

Previous 1 Next

- You can view the message details, including the list of students to whom the message was sent.

Message Details

Subject:

Workdone

Message:

Please complete it without fail

Date: November 9th, 2024 at 01:53 PM

Degree Details

Degree: Bachelor of English

Department: English

Year: 1Year

Student batch: 2024

Student Details*

SI No	Student Name	Email Addresses
1	Adhi	adhi123@gmail.com

❖ **ONLINE VIDEO:**

In this section, you can create an online meeting with the students.

- Click on the **Online Video** button to create a meeting.

Dashboard

Manage Degree 3

Manage Department 3

Manage Student Details 0

Student message View 0

Online video 0

Online Exam 0

Students Assign Test 0

Students Assign Test View 0

Certificate 0

- Select the Degree, Department, Year, and Batch Year. The Meeting ID will be created automatically. Enter the message, and once done, click on the **Submit** button.

Create Meeting

Select Degree*

Select

Select Department*

Select

Year*

Select Year

Student Batch Year*

Student Batch Year

Meeting ID

104398

Meeting Date

dd/mm/yyyy --:-- --

Message

Submit

- A **Meeting created successfully** message will appear.

www.jobforfreshers.net says

Meeting update successfully!

OK

- The created meeting list will be displayed. Click on the **Start** button to begin the meeting.

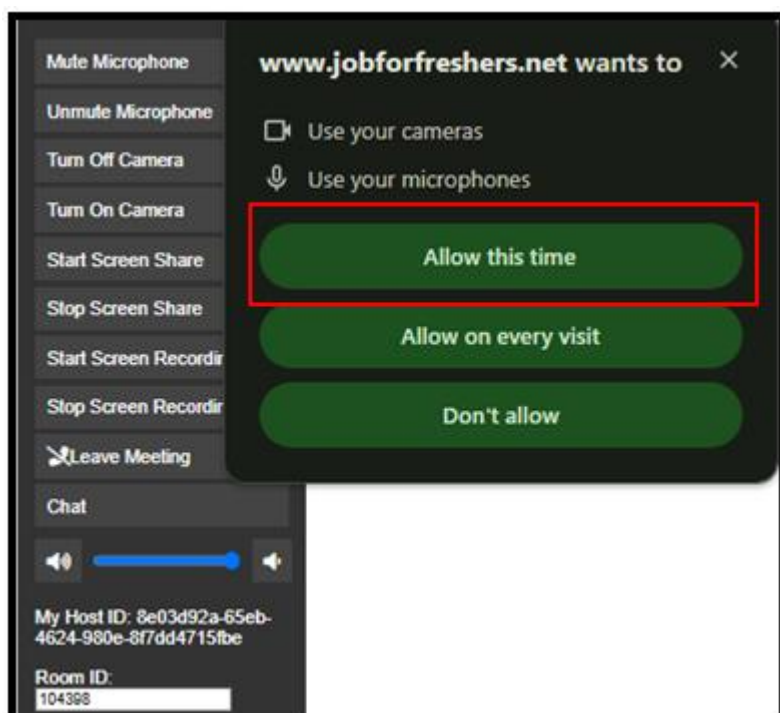
[Meeting List](#)

Show **10** entries Search:

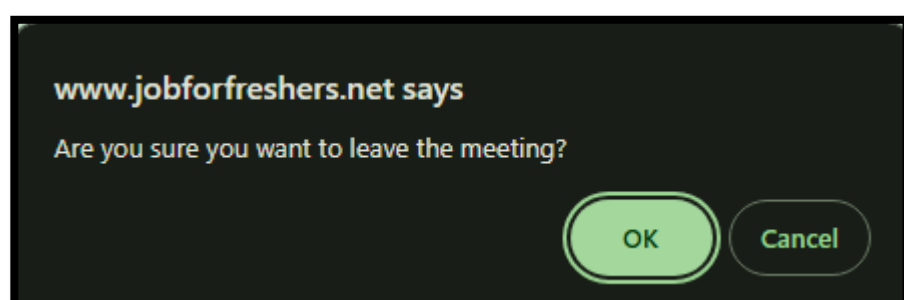
#	Meeting Title	Meeting Date & Time	Degree	Department	Year	Student batch	Action
1	Join this meeting	2024-11-10T14:54	Bachelor of English	English	1Year	2024	<div>start</div> <div>close</div>

Showing 1 to 1 of 1 entries Previous **1** Next

- Click on the **Allow this time** button. The meeting will start.



- If you want to leave the meeting, click on the **Leave Meeting** button.
- A confirmation message will appear asking if you want to leave the meeting. If you wish to leave, click on the **Ok** button. The meeting will be left.



- If you want to close the meeting, simply click on the **Close** button.

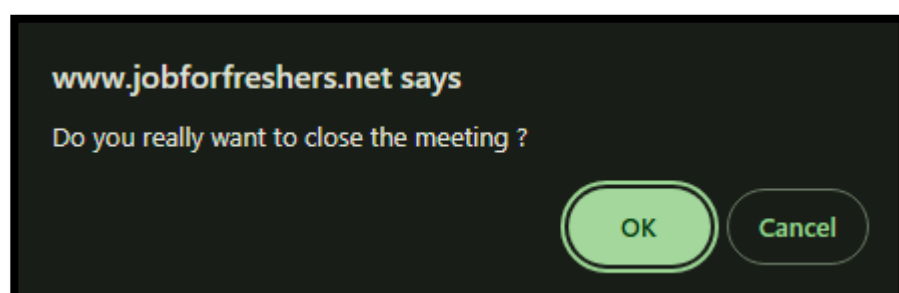
[Meeting List](#)

Show **10** entries Search:

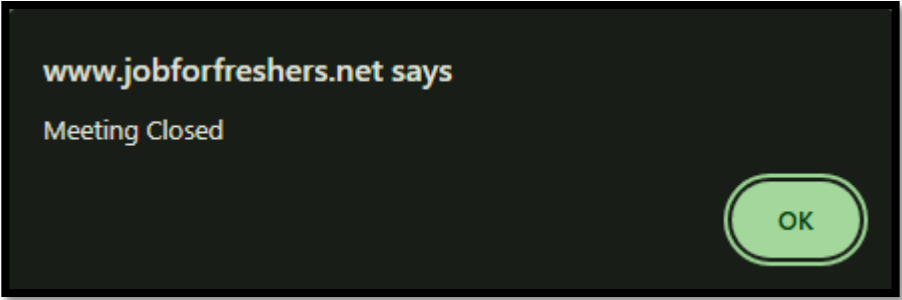
#	Meeting Title	Meeting Date & Time	Degree	Department	Year	Student batch	Action
1	Join this meeting	2024-11-10T14:54	Bachelor of English	English	1Year	2024	<div>start</div> <div>close</div>

Showing 1 to 1 of 1 entries Previous **1** Next

- A confirmation message will appear asking if you want to close the meeting. Click on the **Ok** button to proceed.



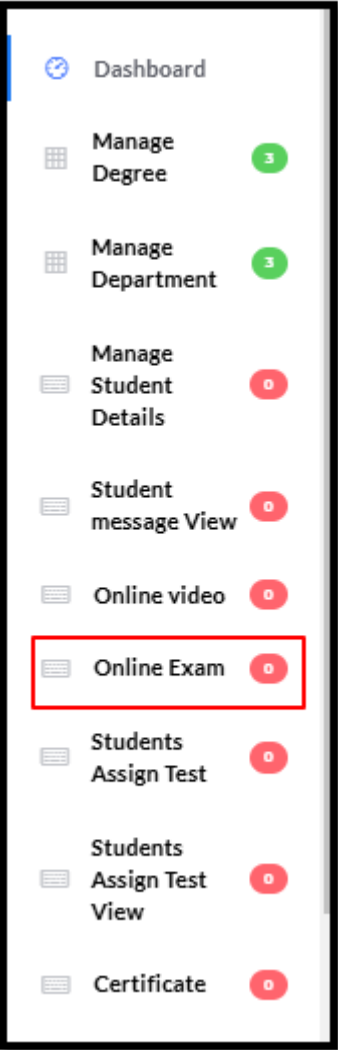
- A **Meeting closed successfully** message will appear.



❖ **ONLINE EXAM:**

In this section, you can conduct exams for the students.

- Click on the **Online Exam** button to create an exam.



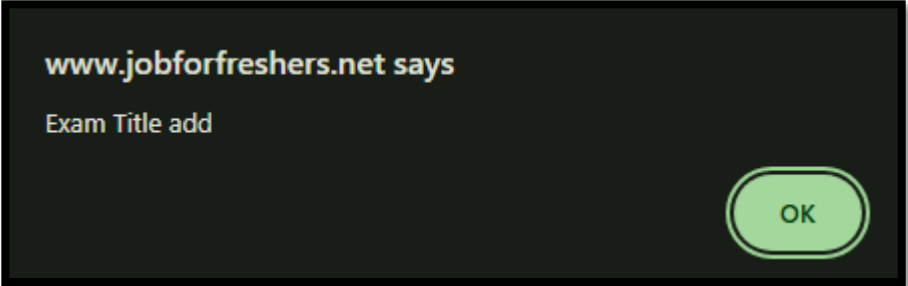
- Enter the exam title and click on the **Add** button to create the exam title.

Add Exam title

Title

Add

- A **Title created successfully** message will appear.



- The exam list will be displayed.

Online Exam Title list

Show 10 entries

Search:

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	<div>DeleteEditAdd</div>

Showing 1 to 1 of 1 entries

Previous

1

Next

➤ If you want to delete the exam, simply click on the **Delete** button.

Online Exam Title list

Show 10 entries

Search:

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	Delete Edit Add

Showing 1 to 1 of 1 entries

Previous 1 Next

➤ A confirmation message will appear asking if you want to delete the exam. Click **Ok** to proceed.

www.jobforfreshers.net says

Do you really want to Exam Delete ?

OK Cancel

➤ A **Data deleted successfully** message will appear.

www.jobforfreshers.net says

Data deleted

OK

➤ If you need to edit, simply click on the **Edit** button.

Online Exam Title list

Show 10 entries

Search:

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	Delete Edit Add

Showing 1 to 1 of 1 entries

Previous 1 Next

➤ Edit the title, then click on the **Update** button.

Edit Exam Title

Title

Exam

Update

➤ The data will be updated successfully.

➤ Then click on the **Add** button to add a question for this exam.

Online Exam Title list

Show 10 entries

Search:

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	Delete Edit Add

Showing 1 to 1 of 1 entries

Previous 1 Next

Note: To add a question, we have two methods; you can choose either one.

Method:I

- ✓ Click **Add New Question in Excel format**.

Manage Question

[Add New Question In Excel Format](#)
[Add New Question](#)

Question (Total marks: , Exam Time: , Total Question:)

Show 10 entries

Search:

#	Question	View	Action
No data available in table			

Showing 0 to 0 of 0 entries

[Previous](#)
[Next](#)

- ✓ Select the Excel sheet that meets the required conditions (up to 20 questions, no commas or quotation marks). Once you've chosen, click **Add** to proceed.
- ✓ You can check by using the sample document.

Add Exam Category

Title

round3

Choose Excel Sheet

Choose file No file chosen

Note:

Note:(Fill in the Excel sheet with up to 20 questions. Avoid using commas or quotation marks. The format of the sheet will stay the same. Click here to download an sample.[sample excel Sheet download...](#))

Add

- ✓ After you upload the file, a **message will appear** at the top of the screen

Success : Question Added Successfully

Add Exam Category

Title

Exam

Choose Excel Sheet

Choose File No file chosen

Note

Excel sheet max 20 questions entered, no user comma & quotation marks; there is no change in the Excel sheet format. Download an example Excel sheet by clicking [here](#)[sample excel Sheet download...](#)

Add

- ✓ You can see the questions that you’ve added by selecting the **Add** button.

Online Exam Title list					
Show 10 entries		Search: <input style="width: 100px;" type="text"/>			
#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	<div> <div>Delete</div> <div>Edit</div> <div style="border: 1px solid red; padding: 2px 5px;">Add</div> </div>
Showing 1 to 1 of 1 entries					
		<div> Previous 1 Next </div>			

Method: II

- ✓ Click on **Add New Question**.

Add New Question in Excel Format

Add New Question

Manage Question

Question (Total marks: , Exam Time: , Total Question:)

Search:

Show 10 entries

#	Question	Action
No data available in table		

Showing 0 to 0 of 0 entries

PreviousNext

- ✓ Simply enter your question manually by selecting the heading. Allocate time for the question, and input both the question and its answer in the appropriate fields.

Add Question & Answer

Select heading *

Exam 4

Time*(minutes)

30

Enter Question *

What is PHP most used for?

Enter Correct Answer *

What is PHP most used for?

Answer 1:

Answer

Answer 2:

Answer

Answer 3:

Answer

Answer 4:

Answer

Add

- ✓ Click on the **Add** button your question will be added
- ✓ By clicking the **Add** button, you can **edit**, **delete**, or add more questions to your exam.

Manage Question

Question (Total marks: 1 , Exam Time: 1 , Total Question: 1)

Search:

Show 10 entries

#	Question	Action
1	What is PHP most used for	<div>DeleteEdit</div>
2		<div>add</div>
3		<div>add</div>
4		<div>add</div>
5		<div>add</div>

Note: Please follow one of the methods to add questions

- If you want to add more exams, simply provide the title and click the **Add** button. Then, follow the same steps to add questions.

Add Exam Title

Title*

Exam 4

Add

➤ To view your questions, simply select the **Add** button.

Online Exam Title list

Search:

Show 10 entries

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	Delete Edit Add

Showing 1 to 1 of 1 entries

Previous1Next

➤ Your question will appear. If you want to edit, delete, or add, you can click the appropriate button to proceed.

Manage Question

Question (Total marks: 20 , Exam Time: 30 , Total Question: 20)

Search:

Show 10 entries

#	Question	Action
1	What is the capital of Australia?	Delete Edit
2	Who painted the Mona Lisa?	Delete Edit
3	What is the largest ocean in the world?	Delete Edit
4	Which planet is known as the "Red Planet"?	Delete Edit
5	Who wrote the play "Romeo and Juliet"?	Delete Edit

➤ Click on the **Inactive** button to activate the exam, allowing students to view and attend it.

Online Exam Title list

Search:

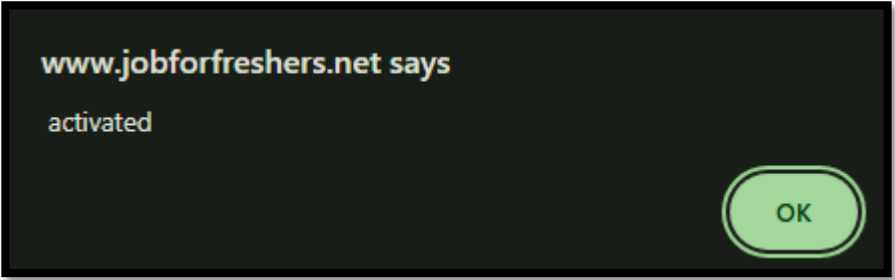
Show 10 entries

#	Title	created on	update on	Status	Action
1	Exam	November 9th, 2024 at 04:19 PM		Inactive	Delete Edit Add

Showing 1 to 1 of 1 entries

Previous1Next

➤ An **Activated successfully** message will appear.



To preview the question:

➤ Click on the **Add** button for which exam you need to preview.

Online Exam Title list

Search:

Show 10 entries	#	Title	created on	update on	Status	Action
	1	Exam	November 9th, 2024 at 04:19 PM		Inactive	<div>DeleteEditAdd</div>

Showing 1 to 1 of 1 entries

Previous1Next

➤ Click on the **View** button to preview the questions.

Manage Question

Question (Total marks: 20 , Exam Time: 30 , Total Question: 20)

Search:

Show 10 entries	#	Question	Action
	1	What is the capital of Australia?	<div>DeleteEdit</div>
	2	Who painted the Mona Lisa?	<div>DeleteEdit</div>

➤ Your exam question paper will be displayed.

PREVIEW

Exam

1.What is the capital of Australia?

☐ Sydney

☐ Melbourne

☒ Canberra

☐ Perth

2.Who painted the Mona Lisa?

☐ Vincent van Gogh

☐ Pablo Picasso

☒ Leonardo da Vinci

☐ Michelangelo

3.What is the largest ocean in the world?

☐ Atlantic Ocean

☐ Indian Ocean

☐ Arctic Ocean

☒ Pacific Ocean

➤ If you want to edit the question, click on the **Edit** button.

Manage Question

Question (Total marks: 20 , Exam Time: 30 , Total Question: 20)

Search:

Show 10 entries	#	Question	Action
	1	What is the capital of Australia?	<div>DeleteEdit</div>
	2	Who painted the Mona Lisa?	<div>DeleteEdit</div>

➤ Modify the question and answer as needed, then click on the **Update** button to save your changes.

Edit Question & Answer

Select heading *

Online Exam

Time*

30

Total Question*

20

Update Question *

What is the capital of Australia?

Update Correct Answer *

Canberra

Sydney

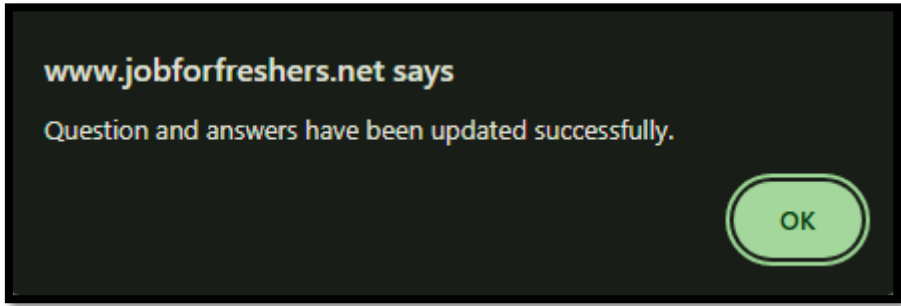
Melbourne

Canberra

Perth

Update

➤ Question and answer updated successfully message will appear.



➤ If you want to delete the question, click on the **Delete** button.

Manage Question

Question (Total marks: 20 , Exam Time: 30 , Total Question: 20)

Show 10 entries

Search:

#	Question	Action
1	What is the capital of Australia?	<div>DeleteEdit</div>
2	Who painted the Mona Lisa?	<div>DeleteEdit</div>

➤ To permanently delete the question and answer, click on the **Delete Question & Answer** button.

Delete Question & Answer

Select heading *

Online Exam

Time*

30

Enter Question *

Who painted the Mona Lisa?

Enter Correct Answer *

Leonardo da Vinci

Vincent van Gogh

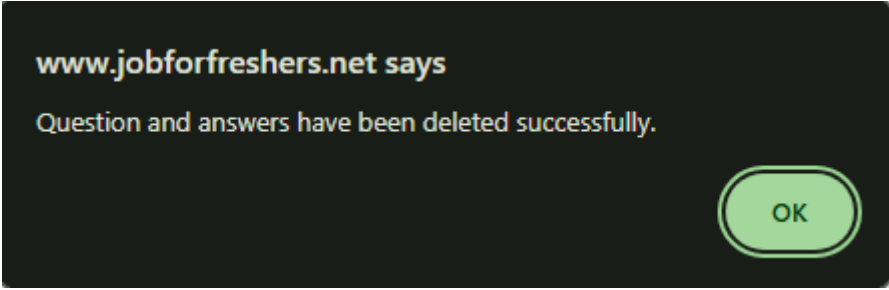
Pablo Picasso

Leonardo da Vinci

Michelangelo

Delete Question & Answer

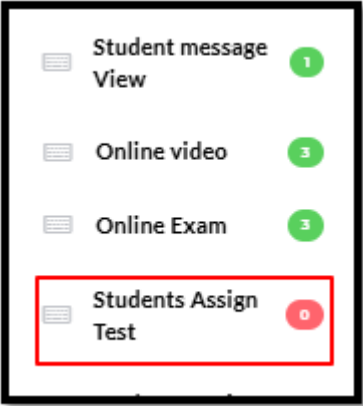
➤ A Question and answer deleted successfully message will appear.



❖ **STUDENT ASSIGN TEST:**

In this section, you can assign the exam to the students that you have created.

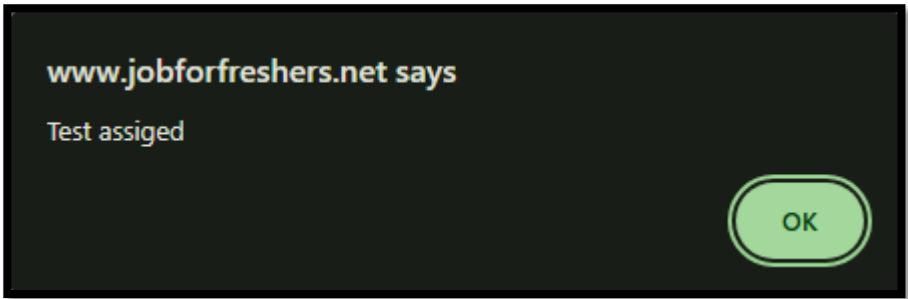
- Click on the **Students Assign Test** button.



- Select the appropriate details of the students, such as degree, department, and batch year.

- The table with the student details and exam details will appear. Select the questions you wish to assign, along with the **date**, **maximum passing percentage**, and any additional options like **video recording** and **screen recording**. You can assign the exam to all students by clicking the **Select All** button, or if you want to assign it to **specific students**, select the **checkbox** next to their names.

- Once done, click on the **Add** button. A **Test assigned successfully** message will appear.

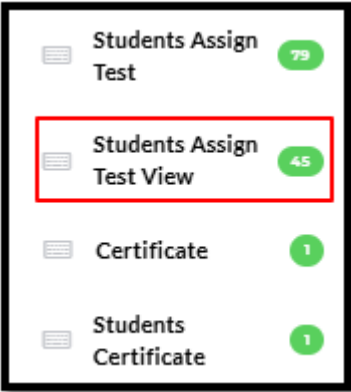


- Once the staff assigns the exam to the students, they will receive an email notification about it

❖ **STUDENT ASSIGN TEST VIEW:**

In this section, you can view the list of assigned exams along with the details, including the email sent regarding the exam. If the student has attended the exam, you can also see their marks and the date they attended the exam.

- Click on the **Student Assign Test View** button.



- The full details of the exam will be displayed here.

Online Exam assign list													
Show 10 entries		Search: <input type="text"/>											
#	Student Name	Degree	Department	Year	Student batch	Exam Title	Mail Send	Expired Date	Exam Assign Date	Exam attend Date	Mark	Mark percentage	
1	Sudha	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM	October 30th, 2024 at 11:33 AM	9	45%	
2	Raja	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM			N/A	
3	Abilash	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM			N/A	
4	Anchu	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM			N/A	
5	Ajish	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM			N/A	
6	Jenitha	Bachelor Engineering	Testing	1Year		Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM	October 30th, 2024 at 11:38 AM		N/A	
7	Sabintha	Bachelor Engineering	Testing	1Year	2024	Exam1	Mail send	November 2nd, 2024	October 30th, 2024 at 10:32 AM	October 30th, 2024 at 11:30 AM	8	40%	

- Click on the **Plus symbol** button to view the exam details.


Show 10 entries			
#	Student Name	Degree	Department
1	Sudha	Bachelor Engineering	Testing

- Click on the **View Details** button to see the complete details of the exam and the student.

Show 10 entries			
#	Student Name	Degree	Department
1	Sudha	Bachelor Engineering	Testing
unanswer 0			
Action		View Details	


- If you wish to add any remarks for the exam, enter them and click on the **Add** button once you're done.

Student Details



Name:Sudha
Mobile: 9121234500
Email:sudha@gmail.com
Degree:Bachelor Engineering
Department:Testing
Year:1Year
Student batch:
Staff Name:sahaya

Exam assing details

Assign:October 30th, 2024 at 10:32 AM
Expaiire Date: November 2nd, 2024 
Screen Recording: Enable
Video Recording: Enable
Exam Title:Exam1
Total mark:20
Total Question:20
Time:20Mins
Need Get percentage:20%

Remark*

No remark available

Add

view video

view exam sheet

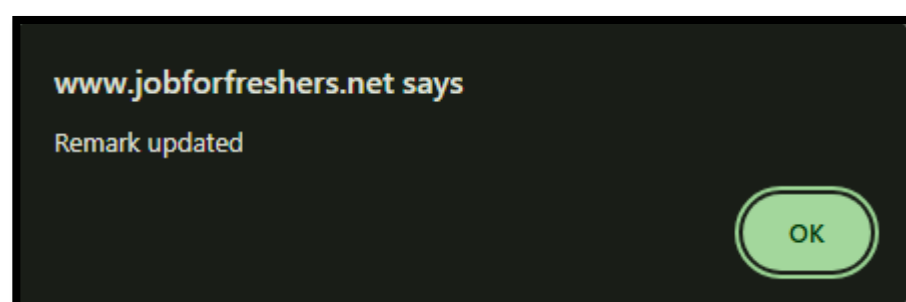
Reset

Delete

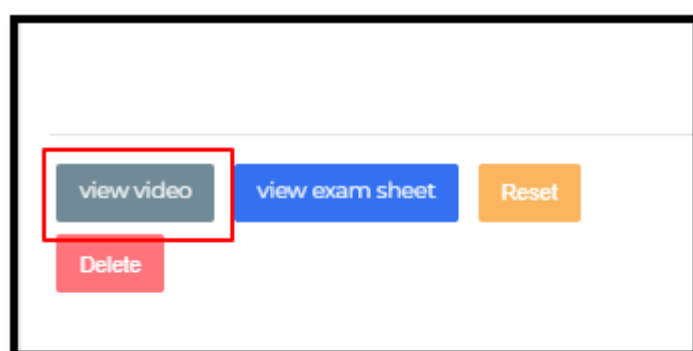
Student Mark Details

Exam.Attd Date: October 30th, 2024 at 11:33 AM
Exam Mark:9
Non atted Question:0
Exam Mark Presentage: 45%
Note: Video automatically deleted on November 9th, 2024 at 11:33 AM
Remark Date:
Remark:No remark available

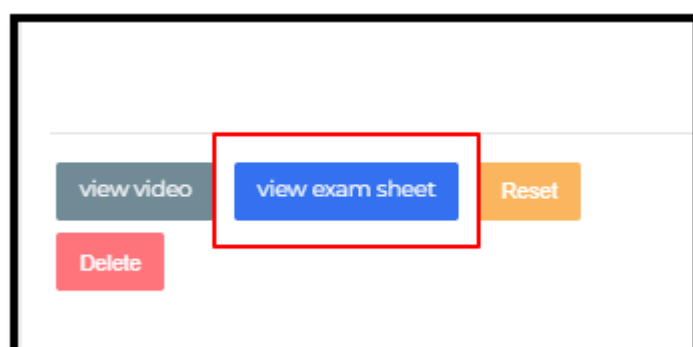
- Remark updated successfully.



- Click on the **View** button to watch the video recording of the student's exam.



- The video will expire 10 days after the student attends the exam.
➤ To view the exam sheet they attended, click on the **View Exam Sheet** button.



- You can view a preview of the answered exam sheet, showing their scores, correct answers, and the date they attended the exam.

PREVIEW

Student Name: Sudha

Unanswered: 0

Total Time: 20Mins

Job seeker Mark: 9

Total Mark: 20

Exam Atted Date: October 30th, 2024 at 11:33 AM

1.What is the capital of Australia?

☐ Sydney

☒ Melbourne

☐ Canberra

☐ Perth

2.Who painted the Mona Lisa?

☐ Vincent van Gogh

☒ Pablo Picasso

☐ Leonardo da Vinci

☐ Michelangelo

3.What is the largest ocean in the world?

☐ Atlantic Ocean

☐ Indian Ocean

☐ Arctic Ocean

☒ Pacific Ocean

4.Which planet is known as the "Red Planet"?

☐ Venus

☒ Mars

☐ Jupiter

➤ If you wish to delete the student’s details, click on the **Delete** button.

view video

view exam sheet

Reset

Delete

➤ The data has been deleted successfully.

www.jobforfreshers.net says

Data deleted111

OK

➤ If you want the students to retake the exam, click on the **Reset** button to allow them to attend the re-exam.

view video

view exam sheet

Reset

Delete

➤ A confirmation message will appear to reset the details. Click on the **Ok** button to proceed.

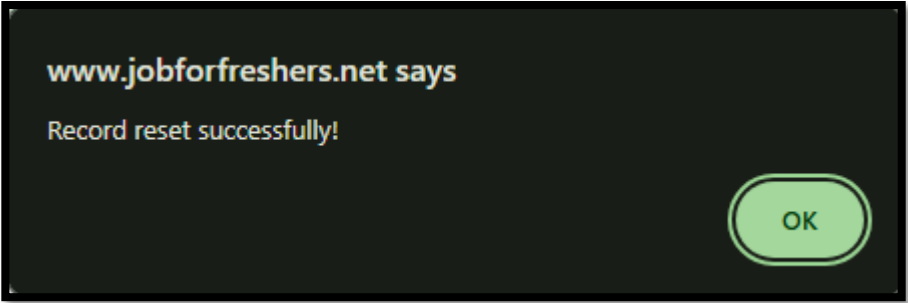
www.jobforfreshers.net says

Do you really wish to reset Anish record?

OK

Cancel

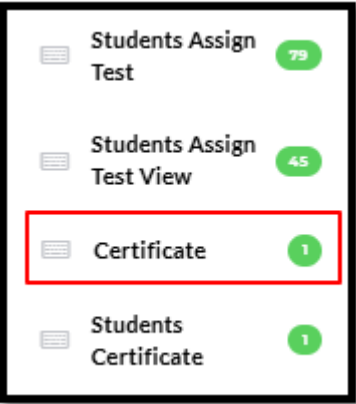
➤ **Reset successfully** message will appear.



❖ **CERTIFICATE:**

In this section, you can issue certificates for the exams you have previously conducted.

- Click on the **Certificate** button to generate a certificate for the students.



- Provide all required details, including the Certificate, Authority Signature, Certificate Name, and Certificate Issue Date, and ensure the certificate fits the specified size (maximum 1000px by 700px). Then, click on the **Add** button.

A form titled "Add New certificate" with a blue header bar. It contains four input fields: "Add certificate" (with a "Choose File" button and "No file chosen" text, and a note "(max size:1000px*700px)"), "Authority signature" (with a "Choose File" button and "No file chosen" text), "Certificate Name" (a text input field), and "Certificate Issue Date" (a date picker showing "dd/mm/yyyy"). At the bottom left, there is a green "Add" button highlighted with a red box.

- You can view the list of added certificates in the table below.

#	certificate	certificate Name	Authority signature	certificate issue date	Action
1		certificate 1		2024-10-25	Delete Edit

Showing 1 to 1 of 1 entries

Previous 1 Next

- Click on the **Edit** button if you need to modify any of the details.

#	certificate	certificate Name	Authority signature	certificate issue date	Action
1		certificate 1		2024-10-25	Delete Edit

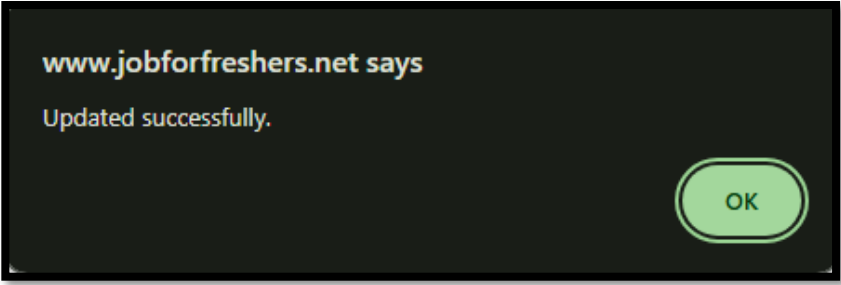
Showing 1 to 1 of 1 entries

Previous 1 Next

- Edit the necessary details, then click on the **Update** button.

A form titled "Edit certificate Details" with a blue header bar. It contains four input fields: "Add certificate" (with a "Choose File" button and "No file chosen" text, and a note "(max size:1000px*700px)"), "Authority signature" (with a "Choose File" button and "No file chosen" text), "Certificate Name" (a text input field containing "certificate 1"), and "Certificate Issue Date" (a date picker showing "25/10/2024"). At the bottom left, there is a green "Update" button highlighted with a red box.

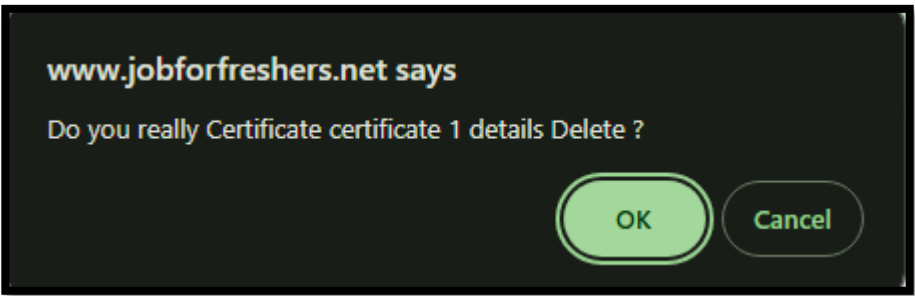
- An **Update successful** message will appear.



➤ If you wish to delete the certificate, click on the **Delete** button.



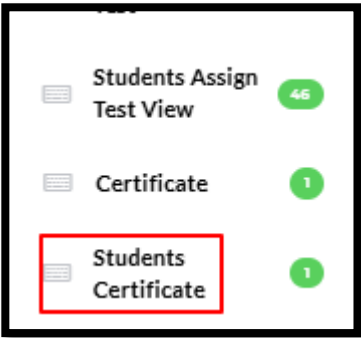
➤ A confirmation message will appear. Click on the **Ok** button to proceed.



❖ **STUDENT CERTIFICATE:**

In this section, you can issue the certificate to students that was previously created.

➤ Click on the **Student Certificate** button.



➤ Select the appropriate degree, department, year, student batch year, and enter the mark category.

Select details

DEGREE
Select

DEPARTMENT
Select

YEAR
Select Year

Student Batch Year
Student Batch Year

Exam Title
Select

Enter Mark
Select Mark

Reset

➤ The selected list of students will display based on your chosen criteria.

Select Certificate*
Select

Select Students

Showing 1 to 1 of 1 entries

#	Name	Degree	Department	Year	Student batch	exam	mark	percentage	action
1	Sabitha	Bachelor Engineering	Testing	1Year	2024	Exam1	8	44.444444444444%	view

Showing 1 to 1 of 1 entries

Previous1Next

- Select the certificate that you need to issue to the student.
- Click on the **View** button to generate the certificate for the selected student.

Select Certificate*

Select

Show 10 entries

Search:

Select Students

#	Name	Degree	Department	Year	Student batch	exam	mark	percentage	action
1	Sabitha	Bachelor Engineering	Testing	1Year	2024	Exam1	8	44.44444444444444%	view

Showing 1 to 1 of 1 entries

Previous

1

Next

- Drag the details and place them on the certificate, then click on the **Print** button.

Sabitha

Bachelor Engineering

Testing

2024-10-25



Print

WINNER CERTIFICATE



Presented to

Name Here

For successfully completed the task

Awarded At

July _____, 20____


Signature

- Click on the **Print** button again, and the certificate will be saved on your desktop.

11/13/24, 12:25 PM

certificate create (.job For Teachers)

WINNER CERTIFICATE



Presented to

Name Here

For successfully completed the task

Awarded At

July _____, 20____

Signature

Print

1 sheet of paper

Destination

Microsoft Print to PDF

Pages

All

Layout

Portrait

Color

Color

More settings

Print

Cancel

