

I.K Gujral Punjab Technical University Jalandhar, Kapurthala

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Estd. Under Punjab Technical University
Act. 1996 (Punjab Act No.1 of 1997)
Jalandhar Kapurthala Highway,
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ERP Document

The job will involve following work

(A) under web-based online Module

1. Creating of Logins of new students and continuation of old logins.
2. Online submission of Examination Forms of Regular and reappear students
3. Issuing of online Admit Card as per University format
4. Creation of Examination Centres.
5. Creation of Logins for Superintendent, Observers, Flying Squad
6. Online submission of Daily Report by Superintendents, Observers, Flying Squads.
7. Online submission of Absentee, Detained students, and Damage/Missing Answer Books etc.
8. Online submission of UMC(Unfair Means Cases) of students.
9. Online Secrecy Memo for dispatch of Answer Books
10. Online Cut-list for Examination Centres.
11. Online filling of Internal Awards of Regular & Reappear students and Printing Reports as per University Format.
12. Online filling of External Practical Awards of Performa and Printing Reports as per University Format.
13. Online Re-evaluation Forms.
14. Assignment/work related to the above job as per requirement of Examination branch should be done.
15. Delivery of letters, Results and other documents to students, Faculty Members and Institutes through their logins.

(B) Offline Module for setup of EDP cell requires the following facility in system for compilation and process of results.

- Master of Branch, Semester and Subjects.
- Creation of Schemes as per Board/University Norms.
- **Regular Results:**
- Facility of Filling of Examination form, from the online data by importing with excel files.
- Importing of Data of Examination forms with excel files.
- Uploading of absentee, UMC and Detainee by importing in excel files.
- Uploading of external theory awards by importing with excel files.
- Facility of pending awards by exporting in excels files.
- Facility to control/upheld of UMC results as per UMC regulations of the university.
- Auto facility of award of normal and adhoc grace marks as per norms of the University.
- Dropping facility in the system for in eligible students.
- Compilation of final results as per regulation of the University.
- Exporting of results for uploading of results on University website.