# **Student Registration**

(User Manual)

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All Principals of each college can login by entering their username and password.

## 2. Student Registration

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Student Department Happy Neur Year ! 2013	.S.STEPHEN AMBROSE (Principal-Nehru College of Pharmacy, Thiruxilwamala) 466 - F6, SARADA NAGAR,KANIYANKULAM PARAYADI,PARVATHIPURAM,NAGARCOIL - 3,TAMILNADU Phone:09994636641 Mobile:09995031524 s.amBrose@ymail.com		
	Change password		

For registering new students take sub menu "Student" form main menu "Master". Menu contains 7 tabs. First shows students that we already registered.

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2	ANN JOSE		M Pharm - Pharmaceutics	201111455	103270051	2010	
3	ANU PRIYA		M Pharm - Pharmaceutics	201111505	103270052	2010	
4	DHANYA.K.T		M Pharm - Pharmaceutics	201111694	103270053	2010	
5	INDRAJEET RAVI MENON		M Pharm - Pharmaceutics	201112412	103270054	2010	
6	JINY GEORGE		M Pharm - Pharmaceutics	201111462	103270055	2010	
7	MILLER.P.OZA		M Pharm - Pharmaceutics	201112119	103270056	2010	
8	MITHA ANN THAMPY		M Pharm - Pharmaceutics	201111443	103270057	2010	
9	NEETHU.K.S		M Pharm - Pharmaceutics	201111415	103270058	2010	
10	NIMISHA KRISHNAN		M Pharm - Pharmaceutics	201111526	103270059	2010	
		Showing 1 to 10 o	f 130 entries			Previou	a Next

This tab for listing all students that we already entered .We can filter student details by *admission year, course level, course name* and also by *student name*. Another option to filter students list by entering key value in the *search text box*.

## b) Basic Entry

a) <u>View</u>

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* Mandatory Fields		
Basic Details		
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	Search	
Show 10   entries  Silto. A Name  Course  Course	© DOB © Sex © Category © Action	
No data available in table		
Showing 0 to 0 of 0 entries		< Previous Next 🕨

This tab for Add /Edit basic details of Students of current year .For adding new student, enter basic details shown in the form. Fields with \* marking means they are mandatory fields.

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After saving message shows Temporary Student ID and also shows that details in the below list. Each Student can login using these ID and their date of birth (initially password set as Temporary ID itself) through the site" <u>http://117.211.112.130/student</u>". Also they can add/change all details excluding basic entry.

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When we want to edit any entry click "Edit" button of corresponding student record. Then already entered details filled in the above form and we can edit those details. In editing mode have one extra link "Reset Password "for resetting the password of selected student. For reset password, click "Reset Password "link and message shows current password. Also can delete any entry by clicking "Delete" button of corresponding record. One more link is there "Download Admission List". Using this link we can download all students details in the current year.

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## c) <u>Personal</u>

This menu used for adding personal details of all students in the college. We can filter students by *admission year, course level, course name* and also by *student name*. Adding personal details we must select any student from student name list box and enter corresponding data (already entered details will shows in the corresponding fields, we can change that values also), then save it by clicking "save "button. Personal details tab have one extra link "Reset Password "for resetting the password of selected student. For reset password, click "Reset Password "link and message shows current password.

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4	Save	Ŧ

#### d) Manage Photo

This menu used for adding or changing profile photo of each student in the college. We can filter students by *admission year, course level, course name* and also by *student name*. Select any student from the list and click file browse button, select an image and click **"Upload**" button to save. If already saved then image shows in the default image location.

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## e) Entrance Exam

This menu used for entering entrance exam details. We can filter students by *admission year, course level, course name* and also by *student name*. Select any student from the select box. Enter exam details. Fields with \* are mandatory. Then save that detail. When we select any student from the list which have already saved, that details will shows in the corresponding fields, we can change that values also.

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### f) Qualifying Exam

This menu used for entering qualifying exam details. We can filter students by *admission year, course level, course name* and also by *student name*. Select any student from the select box. Enter Qualifying exam details. Fields with \* are mandatory. Then save that detail. When we select any student from the list which have already saved ,that details will shows in the corresponding fields, we can change that values also.

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## g) <u>Other</u>

This menu used for entering other details such as certificate details(Migration, Equivalance,Other Relevant details) and Internship Details. We can filter students by *admission year, course level, course name* and also by *student name*. Select any student from the select box. Enter other details if any. Fields with \* are mandatory. Then save that detail. When we select any student from the list which have already saved, that details will shows in the corresponding fields, we can change that values also.

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