

# **UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA**

Techno City, Khanapara, Kling Road, Baridua, 9th Mile, Ri-Bhoi, Meghalaya





## Office of the Controller of Examinations & Admissions

## UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA

## Manual

(USTM Exam Automation System)

Techno-City, Kling Road, Baridua, Ri-Bhoi, Meghalaya-793101

## **Table of Content**

- 1. Role and Responsibilities of users
- 2. Entry and Update of All Data
- 3. User Management
- 4. Students' Clearance& Registration for Examination
- 5. Assign Examination (Pre and Post Examination Functions)
- 6. Final Report





### **1.** Role and Responsibilities of the User:

Sl. No.	User	Functions	Responsibilities
1.	Admin	Update the detail of all the	Provide User ID and Password to all
	(Employees of Exam	programs, student and faculty	other user (Faculties and Students)
	Branch and Accounts)	lists	
		Time Table Preparation	
		Sit Planning	
		Processing of Q. Papers	
		Clearance to Students	Unblock user ID for Cleared
			students
		Verification of Registered	Unblock the generation of E-Admit
		Students	Card
		Processing of Result Report	Creating of Mark foils, tabulation
			sheets and final result report
2.	Faculty	Submission of Question papers,	Creating of Mark foils
		Semester Examination Marks	
3	Students	Online Registration for End	Generate the E-Admit Card
		Semester Examination	

## <u>The Home Page</u>

OME	
	enumed by Conciliance at Table 10.5
Dashboard	hometer ng renamingan i ken ka ka ka
MASTER	
Registration	
🖉 Update 🧧 🦻	
≣ List 🛛 📵 >	
MANAGEMENT	
🕼 Assign Exam 📃 >	
19 Marks	
③ Clearance 33 >	
Verification	
🕯 Invigilator 📑 >	
Time Table	
ALLOCATION	
🕸 Master 📑 >	
🔝 Allotment 🚺 >	
🖺 Report 🧰 >	
REPORT	
Export And Print 5	

#### 2. Entry and Update of All Data

#### ➤ Admin Log in → Dashboard → Master Entry

Admin will enter detail data regarding Session, Schools, Departments, Programs, Course, Semester, Students, Batch and Faculty under each and every schools.

- Admin can update data regarding Session, Schools, Departments, Programs, Course, Semester, Students, Batch and Faculty under each and every schools.
- All the data will be generated under the lists (*the link given*)

, / (		incipat, channabernolgin		~ ~ ~
🛞 USTA	I EMS	<b>H</b>		🔓 Arimeth
OME		Add Student		Mattar > Registration >
Dashboard				
ASTER				
Registration	•••	Select Batch *	Belect Betch	
School		Select School *	Beinst Bishool	
Department		False Presentation 5	Parent Parentinest	
Program		autors expansion		
Course		Select Program *	Belect Program	
Student		Roll No.*	Enter rol no	Search
Batch		Name of the Student *	Enter Prst neme.	Enter last name.
Update	•	Mobile No *	Enter 10-diali mosile no for sendino BMB.	
List	•			
NAGEMENT		ATTACTOR (%)	Enter enrolment no	
Assign Exam	2 >			
Marke			The band of the state of the st	- unit with
Verification			cipation income become	
Invigilator				
Time Table	<b>63</b> >			
OCATION				
Master	<b>63</b> >			Dros invest here at investo
Allotment	•			
Report				
DRT				
Export And Print	53 >			
MANAGEMENT				
Group	•			
User	<b>S</b> >	Manufacture & Parameters a		

#### 3. User Management:

➢ Admin→User management → New User Entry/User Update/Lists

	ps.//exam.	istin.org.in				ч ч
🚯 USTM E	MS	=				😤 Animesh G
Assign Exam	2 >					
Marks	1 >	New User	Entry			User Management > User
Clearance	<b>3</b> >					
Verification	2 >					
Invigilator	3 >	List of Gro	oup		New User inform	ation
Time Table	2 >		Group	Action	Group name *	
CATION				_	Group name	Select group.
Master	3 >	1	Data Entry		Department *	Authority
Allotment	<b>1</b> >	2	Admin		Name *	Enter user first name Enter user last name
Report	<u> </u>	3	Department		and the second se	
DRT				_	Mobile no -	Enter 10-digit mobile no
Export And Print	5 >				Login username *	Enter username for login
MANAGEMENT						Submit
Group	5 >					
User	<b>S</b> ~					
New User						
User List						
User Update						
User Password Restore						

*	Admi and s	n will unblock rudents for their	the user ID	and def purpose	ault password s.	d to the othe	er users like	faculties
*	Admi	n can edit and	update new i	nforma	tion regarding	g other users	in update li	nk
*	The d User	etail list of all Management	the users wi	ll appea	r on clicking	the link "L	ists" given u	under the
4. Stuc	ients	Clearance	and Reg	istrat	ion for Ex	kaminati	on:	
≻ Mana	gemen	t <i>→</i> Clear	ance ——	$\rightarrow Ac$	counts/Atten	dance/Exam	Fee ——	$\rightarrow$
	а г						•.	
	Exan	ination Regist	ration ——	$\rightarrow$ Fe	e payment —	→ e-Adn	nit	
EMS   University	of Science and T	× +	19 A.	1000	01	The second	100	<u> </u>
← → C 🔒	https://exam.	ustm.org.in						९ ☆ ः
🛞 USTN	MEMS	=						👫 Animesh Gogoi
HOME		Assounts Clearance F	on Evons				Manage	ment > Exam > Accounts Clearance
🚳 Dashboard		Accounts Clearance I	OF EXAM					
MASTER								_
+ Registration	• >		-					
🖉 Update	<u> </u>		Search					
List	8 >		Select Batch *		Select Batch			
MANAGEMENT			Select School *		Select School	•		
🖉 Assign Exam	2. >		Select Department *		Select Department	•		
19 Marks	1 >		Select Program *		Select Program	÷		
Accounts Clearance	e Entry		Check status *		Enabled		Search	
Attendance Clearar	nce Entry		Search Reference *		Course Information		Search	
Exam Fee Clearanc	e Entry				Search information		acorci	
Verification	2 >							
a Invigilator	3 >							
m Time Table	2 >	List of Student						
ALLOCATION								
W Martar		# Date Time	Status	Picture	Name	Roll No	Enrollment No	Action

- Students will log in to get their clearance regarding Semester fee payment and Attendance to register for the end semester examination.
- Students having all the clearance can register for the end semester examination by filling up and submission the online form along with the required examination fee by online payment through the given link.
- The admin will then verify the submitted form only in presence of students within the campus and allowed to generate the e-Hall Ticket.

- > C	https://e	xam.ustm.org.in						Q ☆ ♡
🚸 ustm	EMS							👫 Animesh Gogoi
Registration Update		Hall Ticket Generation a	and Print				Management > Ex	cam > Hall Ticket Generation and Pric
List	•							
NAGEMENT Assign Exam	2 >		Search					
Marks	■ >		Select Batch *		Select Batch	*		
Clearance	<b>1</b>		Select School *		Select School	Ŧ		
Verification			Select Department *		Select Department	Ŧ		
Time Table	•		Select Program *		Select Program	*		
DCATION			Select Semester *		Select Semester	•		
Master	•		Select Session *		Select Session	•		
Allotment	<b>1</b>		Select Exam Attempt *		Select Exam Attempt	•		
Report ORT			Search Reference *		Search information		Search	
Result Processing An IA Mark Foil Generat	d Print 😒 🛩 e & Print							
Semester Mark Foil G Hall Ticket Generate Exam ID Report	Senerate & Print And Print	List of Student						
Mark Tabulation She	et And Result Pro	# Date Time	Status	Picture	Name	Roll No	Enrollment No	Action

#### 5. Assign Examination:

In assign examination there are two categories of functions carried out viz. (1) Pre examinations and (2) Post examinations. In Pre examination, functions like time table preparations, sit planning, question paper printing and invigilation allotment has done, whereas under the Post examination, marks entry, tabulation preparation and final result report preparation done.

#### 1. Pre Examination:

> Faculty -> Assign Examination -> Question paper -> Report & Print

USTM EMS	=				Animesh dog
E	These Table				Management > Time Table > A
Dashboard	Time Table				
TER					
lodate		Select Session *	Calart Sarsion		
ist 🚺		Select School *	Salact School		
AGEMENT		Select Denartment *	Select Denotment		
ssign Exam	×	Select Program *	Select Program		
larks 💷		Select Semester *	Select Semester	•	
erification		Select Course *	Select Course	•	
wigilator 🔳	•	Enter Date *	dd-mm-vvvv		
me Table	e.	Enter Remarks *			
ATION					
laster				Process	
eport 📧					
т		Subject List			
kport And Print	e.				
MANAGEMENT		# Name	Code Remarks	Action	
<ul> <li>Admin y both und</li> <li>Similarl postgrad IDs and</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise se in for the students wise by assigning th	or each and ev parately. of both under teir Roll Nos./	rery course of rgraduate and / Examination
<ul> <li>Admin y both und</li> <li>Similarl postgrac IDs and</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise se in for the students wise by assigning th	or each and ev parately. of both under reir Roll Nos./	rery course of rgraduate and Examination
<ul> <li>Admin y both und</li> <li>Similarl postgrac IDs and</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise se in for the students wise by assigning th	or each and ev parately. of both under teir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin so both und both und</li> <li>Similarl postgrace IDs and</li> <li>EMS[University of Science as</li> <li>C ● https://es</li> <li>WISTMEMS</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise se in for the students wise by assigning th	or each and ev parately. of both under reir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin Solution</li> <li>Similarli postgrace and IDs and</li> <li>EMS   University of Science and → C ● https://ex</li> <li>USTMEMS</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise set in for the students wise by assigning th	or each and ev parately. of both under teir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin y both und both und both und both und postgrace IDs and</li> <li>Market S   University of Science at ⇒ C ● https://es</li> <li>USTM EMS</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s anustm.org.in =	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for tims semester wise se in for the students wise by assigning th	or each and ev parately. of both under reir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin so both und both und both und softward postgrace IDs and</li> <li>Market Signation Constraints of the softward sof</li></ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s d × G Gmal amustm.org.in = Allotment of Room a	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for ums semester wise se un for the students wise by assigning th	or each and ev parately. of both under reir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin y both und both und</li> <li>Similarl postgrac IDs and</li> <li>C ● https://e</li> <li>C ● https://e</li> <li>sthoard</li> <li>a</li> <li>a</li> <li>gatation</li> <li>a</li> <li>a</li> </ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s amustm.org.in = Allotment of Room a Search	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for ums semester wise se un for the students wise by assigning th	or each and ev parately. of both under heir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin Solution</li> <li>Similarli postgrace all postgr</li></ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s an x G Gmail amustm.org.in = Allotment of Room a Search Creck Block.*	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks. × • and Print	ning date and time for ums semester wise se un for the students wise by assigning th	or each and ev parately. of both under teir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin y both und both und both und both und postgrac IDs and IDs and</li> <li>C ● https://ez</li> <li>C ● https://ez</li> <li>gistration □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □</li></ul>	will prepare the lergraduate and y admin will p luate programs Room No. of s C G mail amustm.org.in Allotment of Room a Search Creck Block * Creck Status *	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks.	ning date and time for ums semester wise se un for the students wise by assigning the section Seet Seat Position	or each and ev parately. of both under their Roll Nos./	very course of rgraduate and / Examination
Admin y both und both und both und both und both und postgrac in the postg	will prepare the lergraduate and y admin will p luate programs Room No. of s amustm.org.in E Allotment of Room a Search Creck Block* Creck status* Search Reference*	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks. × • md Print Select Block • Enabled • Type information	ning date and time for ums semester wise se un for the students wise by assigning the seet Seat Category Sect Seat Category Sect Seat Poston	or each and ev parately. of both under reir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin S both und both und</li> <li>Similarl postgrac IDs and</li> <li>C ● https://e</li> <li>C ● https://e</li> <li>State</li> <li>C ● https://e</li> <li>State</li> <li>C ● a https://e</li> <li>C ● a ht</li></ul>	will prepare the dergraduate and y admin will p huate programs Room No. of s am.ustm.org.in E Allotment of Room a <u>Search</u> Check Block* Check status* Search Reference*	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks. × + Ind Print Select Block • Type information	ning date and time for ums semester wise se un for the students wise by assigning the section (Seath (Seath) (	or each and ev parately. of both under reir Roll Nos./	very course of rgraduate and ( Examination
<ul> <li>Admin y both und both und</li> <li>Similarl postgrac IDs and</li> <li>C          <ul> <li>https://et</li> <li>gata</li> </ul> </li> </ul>	will prepare the dergraduate and y admin will p luate programs Room No. of s amustm.org.in Allotment of Room a <u>Search</u> Creck status* Search Reference*	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks. x	ning date and time for ums semester wise se un for the students wise by assigning the seath seath Select Batch Deta school & Departme	or each and ev parately. of both under heir Roll Nos./	very course of rgraduate and / Examination
<ul> <li>Admin y both und both und</li> <li>Similarl postgrac IDs and</li> <li>C ● https://e</li> <li>C ● https://e</li> <li>Sthoard</li> <li>a</li> <li>a</li> <li>c</li> <lic< li=""> <lic< li=""> <lic< li=""></lic<></lic<></lic<></ul>	will prepare the dergraduate and y admin will j luate programs Room No. of s Commutation of Room a Search Check Block * Check status * Search Reference *	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks. X (+) and Print Select Block • Enabled • Type information	ning date and time for ums semester wise se un for the students wise by assigning th seath seath Select Batch Deta School & Departme School & Departme	or each and ev parately. of both under heir Roll Nos./	Very course of  rgraduate and / Examination  Carter Content > Alocted and Alocation > Aloctment > Aloct and F  Carter Content = Aloct and F  Carter Content
<ul> <li>Admin y both und both und</li> <li>Similarl postgrac IDs and</li> <li>C ● https://ei</li> <li>C ● https://ei</li> <li>t =</li></ul>	will prepare the dergraduate and y admin will j luate programs Room No. of s Communication and amustm.org.in	e time table by assign I postgraduate progra prepare the seat pla separately semester elected blocks. × • md Print Seet Block • Type information	ning date and time for ums semester wise se un for the students wise by assigning th seath	or each and ev parately. of both under heir Roll Nos./	Very course of  rgraduate and (Examination  Carter Allocation > Allothert > Allot and F  Allocation > Allothert > Allot and F  Select Department  Select Semester  Semester Semester  Semester  Semester Semester  Semester Semester Semester Semester Semester Semester Semester Semester Semester Semester Semest
<ul> <li>Admin y both und both und</li> <li>Similarl postgrac IDs and</li> <li>C ● https://ez</li> <li>C ● https://ez</li> <li>C ● https://ez</li> <li>StrutEMS</li> <li>C ● attraction</li> <li></li></ul>	will prepare the dergraduate and y admin will luate programs Room No. of s d × G Gmail am.ustm.org.in = Allotment of Room a Check Block* Check Block* Check Block* Check Status* Search Reference*	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks. × • and Print Set Elock • Type information	ning date and time for ums semester wise se un for the students wise by assigning the section search Action Room No :- seet Seat Category Select Batch Deta School & Departme Program & Semeste	or each and ever parately.	Very course of  rgraduate and / Examination
Admin y both und both und postgrac IDs and IDs and > C      https://er spostgrac IDs and > C      https://er spostgrac IDs and > C      https://er spostgrac IDs and IDs and I	will prepare the dergraduate and y admin will luate programs Room No. of s d × G Gmail am.ustm.org.in = Allotment of Room a Geek Block * Oreck Status * Search Oreck status * Search Reference *	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks. * • • and Print Seet Block • Type information Seat • Capacity Column Row 2 3 6 26	ning date and time for ums semester wise se un for the students wise by assigning the search search Action Action	or each and ev parately. of both under reir Roll Nos./	Very course of  rgraduate and  / Examination
Admin y both und	will prepare the dergraduate and y admin will huate programs Room No. of s Commutation amustm.org.in Allotment of Room a Creck Block* Creck status* Search Reference*	e time table by assign l postgraduate progra prepare the seat pla separately semester elected blocks. seet Block Seat Seat Capacity Column Row 2 3 6 36 2 4 8 64	ning date and time for ums semester wise set un for the students wise by assigning th Seet Set Category Seet Set Category Seet Set Category Seet Set Poston Set Set Category Seet Set Poston Action	or each and ev parately. of both under neir Roll Nos./	Very course of  rgraduate and / Examination
<ul> <li>Admin Soboth under both under</li></ul>	will prepare the dergraduate and y admin will luate programs Room No. of s Commute anustm.org.in Allotment of Room a Search Check Block * Check status * Search Reference * Block Name 1 C C-303 2 C C-305 3 C D-406	e time table by assign postgraduate progra separately semester elected blocks. and Print Seet Seet Seet Capacity Column Row Column Row Column Row Column Row Column Row Column Row Column Row Capacity Column Row Column Column Row Column C	ning date and time for ums semester wise se un for the students wise by assigning the seath seath Action Action Action Check bar Session	or each and ev parately. of both under heir Roll Nos./	Very course of  rgraduate and / Examination
Admin y both und both und soft und postgrac IDs and IDs an	will prepare the dergraduate and y admin will tuate programs Room No. of s C G Gmail amustm.org.in Allotment of Room a Search Check Block * Check Status * Search Reference * Block Name 1 C C-303 2 C C-305 3 C D-408	e time table by assign postgraduate progra separately semester elected blocks.	ning date and time for ums semester wise se un for the students wise by assigning th seath set Set Category Select Set Category Select Set Category Select Set Category Select Set Positon Select Bath Deta School & Departmer Action Action Check Baam Session Check Allocation Set	or each and exparately. of both under heir Roll Nos./ Cdd Section * Cdd Section * Select Position IIS tt* Select Batch tt* Select Program * Select Session sion * Select Allocation Se	Very course of  rgraduate and / Examination

) EMS   University o	of Science and T	× (+)	-	and the second of the second second	and have been seen as		
> C	https://exam.u	istm.org.in					९ ☆ ः
USTMEMS	=						🖁 Animeth G
hboard	Exam ID Print						Report > Report and Print > Exam 1
gistration 🔲 🔾	×						
ani 💶 >	Search			2019			r I
MENT	Select School *			BIOLDGICAL SCIENCES			
n tsam 🔛 ? ci 🔲 ?	Select Department *     Select Program *			BOTANY M.B. BOTANY			
ance	Select Semester *			1			
plator 🔹	Select Session*			2019-20			
172040 Table	Search Reference *	2	4	Reputer Search Information			Search
ter	×						
м 🚺 対	) List						
urt And Print 💽 🔾	> Depart to share	most to mu. Deport to bit					
	UNIVERS	ITY OF SCIENCE AND TE	ECHNOLOGY, MEGHALAYA	1			
<b>53</b> >	Bchool > Department >	TECHNO-CELL DEMUG, 201 MINL, re-serve	21. Meghalaya- 735107 BIOLOGICAL BOIENGE BOTAN M.B.C. BOTAN				
	Semester > Betch >		2019-2				
	Exam :- Exam :- BUNO	NAME ROLLING	Regula ENROLLMENT NO ADMIT BLINO EXAMI ID ADDES 120100				
	2 MONJIT BO 2 NOBOMET 4 BURHMID	TA BARtivan evi simmetrivati- 2RA 2015/M88/0002 P THA HAJONO 2015/M88/0002 P 2019/M88/0002 P	GG2059000544         Chure           GG20590005295         275055         1521000           GG20190005291         275060         152100           GG20190005291         275060         152100				
	5 BARCHAR 6 ANUBKAR	DUTTA exit sense sust- ANI BORAH 2015/MBB/2005 P ARUAH 2015/MBB/2006 P	G(2015)0025316         P2xm1           G(2015)0025317         275062         152100           G(2015)0025318         275062         152100           G(2015)0025318         275062         152100				
	8 PARICEH	SSAIN 2012/MOD-2007	10/2019/0005565 2/2004 Fax rout	4			
After facul	r the s	eat plan the me for requir	admin will ed date and ti	prepare the in me for selected	vigilation dut	y lists by ass ected blocks.	igning the
<ul> <li>After facul</li> <li>EMSTUDIVERSITY of</li> </ul>	er the s lty's nat	eat plan the me for requir	admin will red date and ti	prepare the in me for selected	vigilation dut 1 rooms of sele	y lists by ass ected blocks.	igning the
<ul> <li>After facul</li> <li>EMS   University of Content of Content of Content</li></ul>	er the s lty's na	eat plan the me for requir	admin will red date and ti	prepare the in me for selected	vigilation dut 1 rooms of sele	y lists by ass ected blocks.	igning the
<ul> <li>Afte facul</li> <li>EMS   University of → C ■</li> </ul>	er the s lty's na.	eat plan the me for requir × G Gmail	admin will red date and ti	prepare the in me for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	igning the
<ul> <li>★ After facul</li> <li>EMS   University of the constraint of the c</li></ul>	er the s lty's na of Science and 1 https://exam.u EMS	eat plan the me for requir × G Gmail	admin will red date and ti	prepare the in ime for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	igning the • • • • • • •
<ul> <li>After facul</li> <li>EMS   University of a constraint of a c</li></ul>	er the s lty's na of Science and 1: https://exam.u 'EMS	eat plan the me for requir × G Gmail Istm.org.in	admin will red date and ti × +	prepare the in ime for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	signing the
<ul> <li>Afte facul</li> <li>EMS   University of</li> <li>→ C </li> <li>USTM</li> <li>E</li> <li>2ssthooard</li> </ul>	r the s lty's na of Science and T : https://exam.u EMS	eat plan the me for requir × G Gmail stm.org.in =	admin will red date and ti × +	prepare the in ime for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	signing the
<ul> <li>Afte facu.</li> <li>EMS   University of → C          <ul> <li>USTM</li> <li>USTM</li> </ul> </li> <li>E</li> <li>Dashboard</li> <li>ER</li> </ul>	r the s lty's na of Science and T https://exam.u EMS	eat plan the me for requir × G Gmail stm.org.in =	admin will red date and ti × +	prepare the in ime for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	signing the
<ul> <li>Afte facu.</li> <li>EMS   University of → C          <ul> <li>Total and the second secon</li></ul></li></ul>	er the s lty's na of Science and T : https://exam.u EMS =	eat plan the me for requir × G Gmail stm.org.in =	admin will red date and ti × +	prepare the in ime for selected	vigilation dut l rooms of sele	y lists by ass ected blocks.	signing the
<ul> <li>Afte facu.</li> <li>EMS   University of → C          <ul> <li>WSTM</li> <li>USTM</li> <li>USTM</li> </ul> </li> <li>Bashboard</li> <li>rea</li> <li>kegistration</li> <li>Jpdate</li> </ul>	er the s lty's na of Science and T : https://exam.u EMS = Ir	eat plan the me for requir × G Gmail stm.org.in = vigilator Managements Search	admin will red date and ti × +	prepare the in ime for selected	vigilation dut l rooms of sele	ay lists by ass ected blocks.	igning the
Afte facu: EMS   University of C     O	er the s lty's na of Science and T ; https://exam.u EMIS = Ir	eat plan the me for requir × G Gmail stm.org.in ≡ vigilator Managemon Search Creck status *	admin will red date and ti × +	prepare the in ime for selected	vigilation dut 1 rooms of sele	ay lists by ass ected blocks.	Signing the
Afte facu EMS   University c C C C C C C C C C	er the s lty's na of Science and C https://exam.u EMS I I I	eat plan the me for requir x G Gmail stm.org.in E tvigilator Managem Search Creck status * Search Reference *	admin will red date and ti × +	prepare the in ime for selected	vigilation dut 1 rooms of sele	ay lists by ass ected blocks.	Signing the
Afte facu EMS   University of P C C C C C C C C C	er the s lty's na of Science and C https://exam.u	eat plan the me for requir x G Gmail stm.org.in E vigilator Managem Search Creck status * Search Reference *	admin will red date and ti × •	prepare the in ime for selected	vigilation dut 1 rooms of sele	ay lists by ass ected blocks.	Signing the
Afte facu EMS   University c C C C C C C C C C	er the s lty's na of Science and T https://exam.u IEMIS : Ir	eat plan the me for requir x G Gmail stm.org.in ≡ vvigilator Managem Search Creck status * Search Reference *	admin will red date and ti × •	prepare the in ime for selected	vigilation dut 1 rooms of sele	ay lists by ass ected blocks.	signing the
<ul> <li>Afte facu</li> <li>EMS   University of a cu</li> <li>C <ul> <li>C <ul> <li>WINNERSITY</li> <li>USTM</li> </ul> </li> <li>Dashboard</li> <li>TER</li> <li>Registration</li> <li>Update</li> <li>List</li> <li>AGEMENT</li> <li>Assign Exam</li> <li>Marks</li> <li>Clearance</li> </ul></li></ul>	er the s lty's na.	eat plan the me for requir  x G Gmail  tstm.org.in  Search Creck status * Search Reference *  List of Invigillator	admin will red date and ti × •	prepare the in ime for selected	Registration of Invigi Name of Invigilator *	ay lists by ass ected blocks.	signing the
Afte facu EMS   University of C C C C C C C C C	er the s lty's na.	eat plan the me for requir x G Gmail istm.org.in Search Creck status * Search Reference *	admin will red date and ti × •	prepare the in ime for selected	Registration of Invigi Name of Invigilator *	ay lists by ass ected blocks.	signing the
Afte facu EMS   University of C C C C C C C C C	er the s lty's na.		admin will red date and ti × •	prepare the in ime for selected	Registration of Invigi Name of Invigilator *	ay lists by ass ected blocks.	signing the
<ul> <li>Afte facu</li> <li>EMS   University of</li> <li>C </li> <li>C </li> <li>C </li> <li>USTM</li> <li>USTM</li> <li>Dashboard</li> <li>TER</li> <li>Registration</li> <li>Update</li> <li>Ust</li> <li>Marks</li> <li>Dearance</li> <li>verification</li> <li>mvigilator</li> <li>Ime Table</li> </ul>	er the s lty's na of Science and https://exam.u IEMS Ir I 2 > I		admin will red date and ti x • •	prepare the in ime for selected	Registration of Invigi Name of Invigilator *	e entered the information correctly and	signing the
<ul> <li>Afte facu</li> <li>EMS   University of facu</li> <li>C <ul> <li>C <ul> <li>C <ul> <li>WINNERSITY</li> <li>UNIVERSITY</li> <li>Assign Exam</li> <li>Marks</li> <li>Clearance</li> <li>Verification</li> <li>Invigilator</li> <li>TIME Table</li> <li>CATTON</li> </ul> </li> </ul> </li> </ul></li></ul>	er the s Ity's na of Science and https://exam.u IEMS Ir I I I I I I I I I I I I I		admin will red date and ti red date and ti × • ent Master	prepare the in ime for selected	Registration of Invigi Name of Invigilator *	e entered the information correctly and	signing the
Afte facu EMS   University of C     C     C     Deshboard USTM Registration Update List VAGEMENT Assign Dam Marks Clearance Verification Invigilator Time Table > CATION Master	er the s Ity's na of Science and C https://exam.u IEMS : Ir C C C C C C C C C C C C C	eat plan the me for requir x G Gmail stm.org.in Search Check status * Search Check status * Search Reference * List of Invigilator # Name 1 MS_JYOTIHATI E 2 MR SAMSUL ISL	admin will red date and ti red date and ti ent Master	prepare the in time for selected	Registration of Invigi Name of Invigilator *	e entered the information correctly and	signing the

The same way faculties will log in to submit their respective question papers for their respective courses of concerned semesters by clicking the link provided under assign examination

MS SALMA SABNAM

MS BIDISHA SARMA

🛓 Export And Print

USER M

A

✤ After final submission of all the required data under the link "report" all the data will be generated as per requirement and can be printed the same for filing and for further use.



Ab

Ab

#### 6. Processing and Printing of Tabulation Sheets:

Along with the mark foils the overall tabulation sheets will be generated semester wise for each and every course and the same can be downloaded and printed for verification. On finding any anomalies in marks entry, the corrected marks can be entered by repeating the process from the link "Marks obtained entry" and new tabulation can be generated.

#### 7. Processing and Printing of Final Result Sheets:

From the Tabulation sheets automatically result sheets will be generated semester wise for each and every course and hence result will be ready to declare.

#### 8. Declaration of Result:

Semester wise for each and every course result has been declared by notification through departmental notice boards and university website. An online link has also been given for students to search their result and download the e-grade sheets.

#### 9. Online Result & Printing of e-Grade Sheets:

Students can log in to search their result online and to download their respective egrade sheets of their concerned semester through the link given.

#### **10. Processing and Printing of Final Grade Sheets:**

The final grade sheets will be printed and delivered to the students officially with seal and signature of the Controller of Examinations.

\*\*\*\*\*\*

## Campus

Techno City, Khanapara, Kling Road, Baridua 9th Mile, Ri-Bhoi, Meghalaya-793101 Ph. 0361-2895030/ 07002303751/ 098540-23060 E-mail : ustm2011@gmail.com Web : www.ustm.ac.in

