



## **User Manual - Linways AMS**

# TABLE OF CONTENTS

## **Student Module**

[Student Calendar](#)

[Regular Time Table](#)

[Subject Communities](#)

[Choice Based Credit System](#)

[Student Fee Management](#)

[Online Class](#)

[Attendance](#)

[Student Performance Info](#)

[Digital Library](#)

[End Semester Exam Registration](#)

[Improvement/ Supplementary Exam Registration](#)

[Exam Revaluation](#)

[Grace Mark Request](#)

[Sem- Term Registration](#)

[Interim Course Survey](#)

[Course Exit Survey](#)

[Grievance Redressal Forum](#)

[Staff / College Evaluation](#)

[Student Leave Management](#)

[Placement Notification and Training](#)

[Message Box and Notice Board](#)

[Push Notification Service](#)

## **Faculty Module**

[Faculty Time Table](#)

[Course and Batch Details](#)

[Outcome Based Education Configuration](#)

[Lesson planner](#)

[Online Class Management](#)

[Attendance Marking and Repeat Generation](#)

[Course Material Distribution](#)

[Assessments](#)

[Assignment](#)

[Sessional/Internal Examination](#)

[Question Paper Generation](#)

[Course File/Course Diary Generation](#)

[Internal Mark Computation and Normalisation](#)

[Custom Report Generator](#)

[Online Examination](#)

[Staff Active Report](#)

[Daily Work Log Submission](#)

[Staff Appraisal](#)

# Student Module Features

## Student Account :

The screenshot displays a student account interface. At the top, a navigation bar includes 'Home', 'My performance', 'Documents', 'My Library', and 'Placements'. A user profile picture is visible on the left. The main area features a 'NOTIFICATIONS' section with 'Assignments 10', 'Announcements', 'From Tutor', and 'Exams 23'. Below this, the batch 'EC2021, S1' is identified, with tabs for 'Calendar', 'Timetable', 'Subjects', and 'Attendance'. A legend defines event categories: Examinations (red), Holidays (green), Assignments (purple), Multiple Events (orange), Special events (brown), and Quizzes (pink). The calendar for July 2021 shows a red event 'Basics in Electrical' on Monday, July 5th, and a yellow event on Wednesday, July 7th. A sidebar on the left lists account features: Profile Settings, My Fees, Attendance, Assignment Mark, My Performance, University Results, Hostel & Transport, Message box (8), Grievance, and Rules and Regulations.

Each student will be given a student account, to which they can log in using the credentials provided by the institution. All the activities that a student requires in their academic duration can be accessed and performed in the student account.

## Student Calendar :

In the student calendar, important events such as examinations, assignment submissions, other academic events, and holidays will be listed.

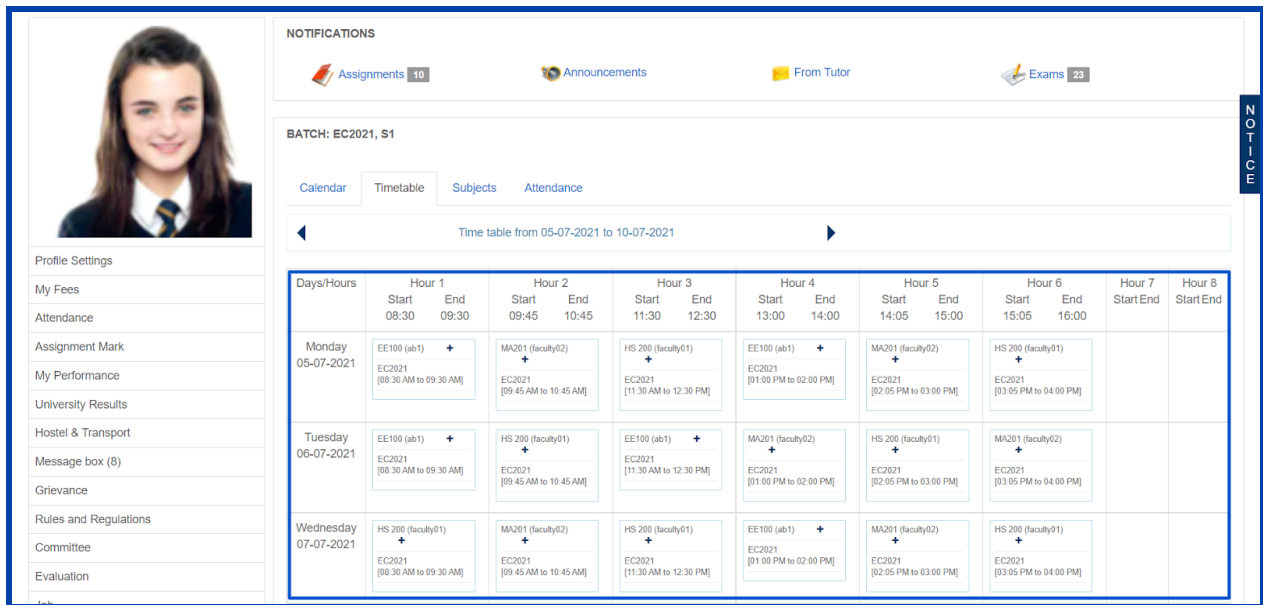
The events shown in the calendar can be declared by faculty or other administrators in the institution.

## Regular Time Table:

In the timetable, regular timetables of each week will be displayed.

On clicking on the play button in the timetable, students can join the online class.

Students also have the option to add short notes and course materials to each hour displayed in the timetable.

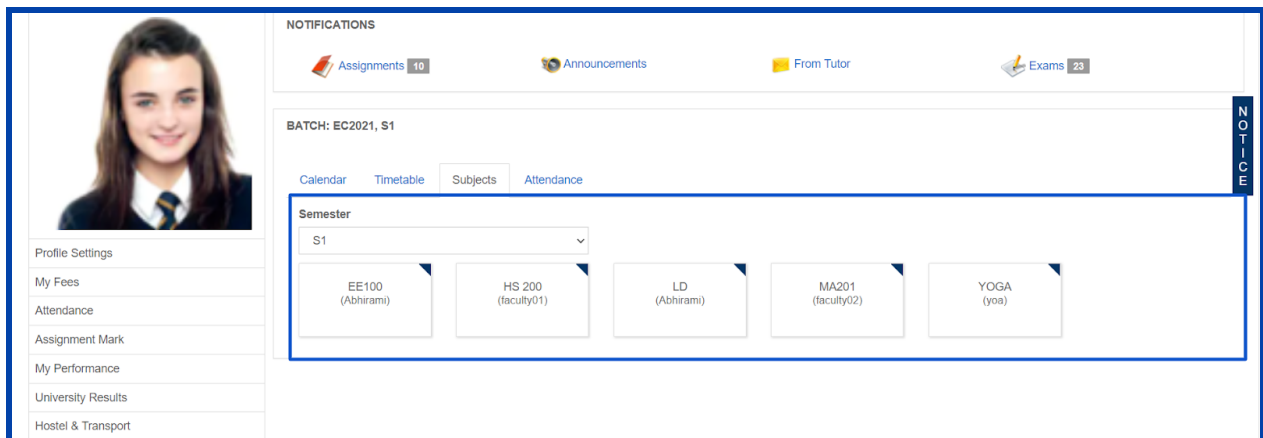


The screenshot displays a student's dashboard with a profile picture on the left and a navigation menu. The main content area shows a notification bar with 10 assignments and 23 exams. Below this, the batch is identified as EC2021, S1. The 'Timetable' tab is active, showing a weekly schedule from 05-07-2021 to 10-07-2021. The timetable is organized into columns for each day and rows for each hour. Each cell contains a subject code and a play button icon.

Days/Hours	Hour 1		Hour 2		Hour 3		Hour 4		Hour 5		Hour 6		Hour 7	Hour 8
	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End		
Monday 05-07-2021	EE100 (ab1) EC2021 [08:30 AM to 09:30 AM]	+	MA201 (faculty02) +	HS 200 (faculty01) +	EC2021 [11:30 AM to 12:30 PM]	EE100 (ab1) EC2021 [01:00 PM to 02:00 PM]	+	MA201 (faculty02) +	EC2021 [02:05 PM to 03:00 PM]	HS 200 (faculty01) +	EC2021 [03:05 PM to 04:00 PM]			
Tuesday 06-07-2021	EE100 (ab1) EC2021 [08:30 AM to 09:30 AM]	+	HS 200 (faculty01) +	EC2021 [09:45 AM to 10:45 AM]	EE100 (ab1) EC2021 [11:30 AM to 12:30 PM]	+	MA201 (faculty02) +	EC2021 [01:00 PM to 02:00 PM]	HS 200 (faculty01) +	EC2021 [02:05 PM to 03:00 PM]	MA201 (faculty02) +			
Wednesday 07-07-2021	HS 200 (faculty01) +	EC2021 [08:30 AM to 09:30 AM]	MA201 (faculty02) +	EC2021 [09:45 AM to 10:45 AM]	HS 200 (faculty01) +	EC2021 [11:30 AM to 12:30 PM]	EE100 (ab1) EC2021 [01:00 PM to 02:00 PM]	+	MA201 (faculty02) +	EC2021 [02:05 PM to 03:00 PM]	HS 200 (faculty01) +	EC2021 [03:05 PM to 04:00 PM]		

## Subject Communities :

Under the subject community tab, all subjects studied by the student will be listed.



The screenshot shows the same student dashboard as above, but with the 'Subjects' tab selected. A dropdown menu shows 'Semester S1'. Below the dropdown, five subject cards are displayed: EE100 (Abhirami), HS 200 (faculty01), LD (Abhirami), MA201 (faculty02), and YOGA (yoga).

Subjects studied in the current semester will be listed by default.

Students also have the option to access subjects of previous semesters as well.

Inside each subject community there will be complete data related to the subject such as:

- Syllabus
- Coverage of Topic
- Course Materials
- Assignment Submission
- Online Examination
- Quiz
- Course Interim Survey
- Assessments and Assessment Marks.

All the contents and assessments related to the subject will be uploaded or initiated by the faculty who is handling the subject.

The screenshot displays the 'SUBJECT PLANNER' interface. On the left, a sidebar menu includes options like Syllabus, Subject Planner (selected), Course materials, Assignments, Exam Marks, Assignment Marks, Online Exam, Polls and Survey (New), Assessment (Beta), and Quiz. The main area shows a calendar for January 2021. A legend indicates coverage status: Not covered (brown), Partially covered (light green), Fully covered (dark green), Important (red outline), and Multiple Topics (orange). The calendar shows topics like 'Elementary concepts of DC', 'Basic Terminology including', 'Capacitors & Inductors', 'Star-delta conversion (resis problems)', and 'KV Law' across various dates. A '+2 more' button is visible on Thursday, Jan 7th.

User Interface of features available in subject community, subject planner displayed.

## Choice Based Credit System:

**OPEN ELECTIVES CBCS 2020-21**  
CBCS

**Elective1**  
You can select one subject from this group.

- ZOOE 4118 A JOURNEY INTO THE ANIMAL WORLD AND HUMAN LIFE 2021 Available (11)
- CHOE 4318 CHEMISTRY OF FOOD PRODUCTION 2021 Available (76)
- BTOE 4118 BIOTECHNOLOGY NOW AND BEYOND 2021 Available (90)
- BOOE 4118 APPLIED BOTANY 2021 Available (86)
- CHOE 4118 COSMETIC CHEMISTRY 2021 Available (48)
- MBOE 4118 MICROBIAL DISEASES: CAUSES, PREVENTION AND CURE 2021 Not Available
- ENVOE 4118 ENVIRONMENTAL AND HEALTH 2021 Available (50)
- CHOE 4218 INDUSTRIAL AND MATERIAL CHEMISTRY 2021 Available (166)

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising a core, elective/minor or skill based courses.

Students can select the subject of their choice during the given period.

Students will be enrolled for the selected course, they can attend the examination and additional credit can be earned.

## Student Fee Management:

Students can make the fee payment from their account, once the fee is assigned to them.

**PAY FEES**

[PAY FEE](#)

[Receipts](#)  
[Wallet](#)  
[View Challans](#)

Note : Please select Fee head(s) to pay your fee(s).

<input checked="" type="checkbox"/>	Fee Head	Fees	Paid	Balance
<input checked="" type="checkbox"/>	Tuition Fee	75000	0	75000
<input checked="" type="checkbox"/>	Admission Fee	500	0	500
	<b>Total</b>	<b>75500</b>	<b>0</b>	<b>75500</b>

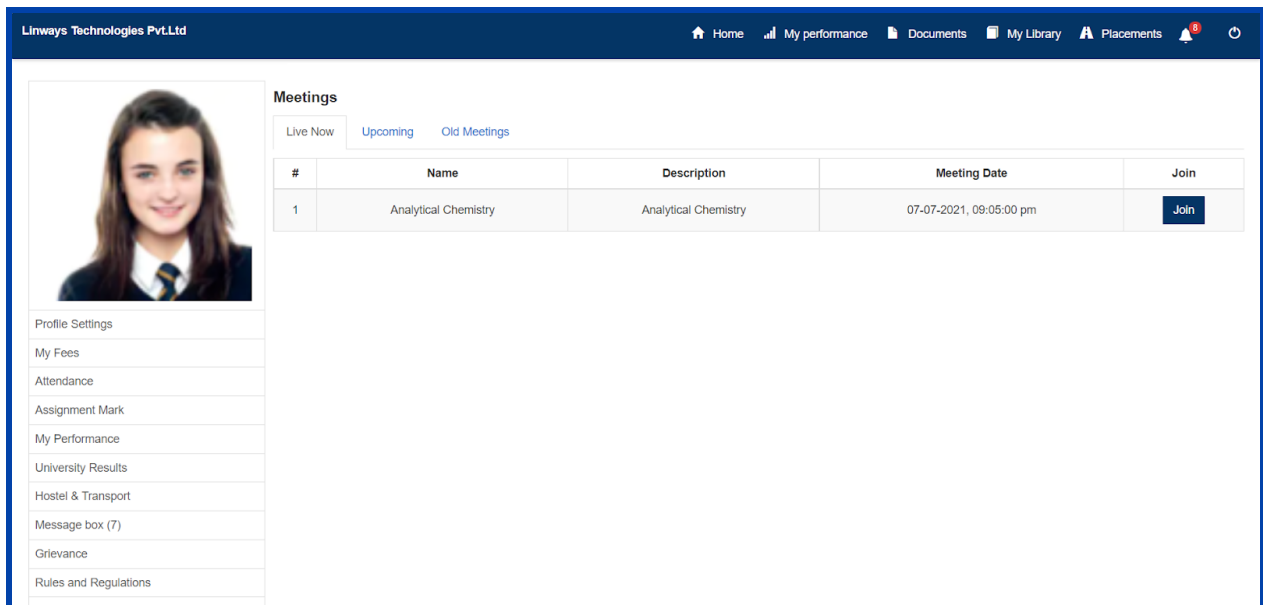
Total amount you are going to pay : ₹ 75500

[Pay Online](#) [Generate Challan](#)

## Online Class :

Online class details will be visible for the students in the timetable as well as in the online meeting option in the left side menu panel.

When the time arrives they can click on the play button and join the meeting. In the online meeting option students can see live,upcoming and old meetings.



Linways Technologies Pvt.Ltd

Home My performance Documents My Library Placements

**Meetings**

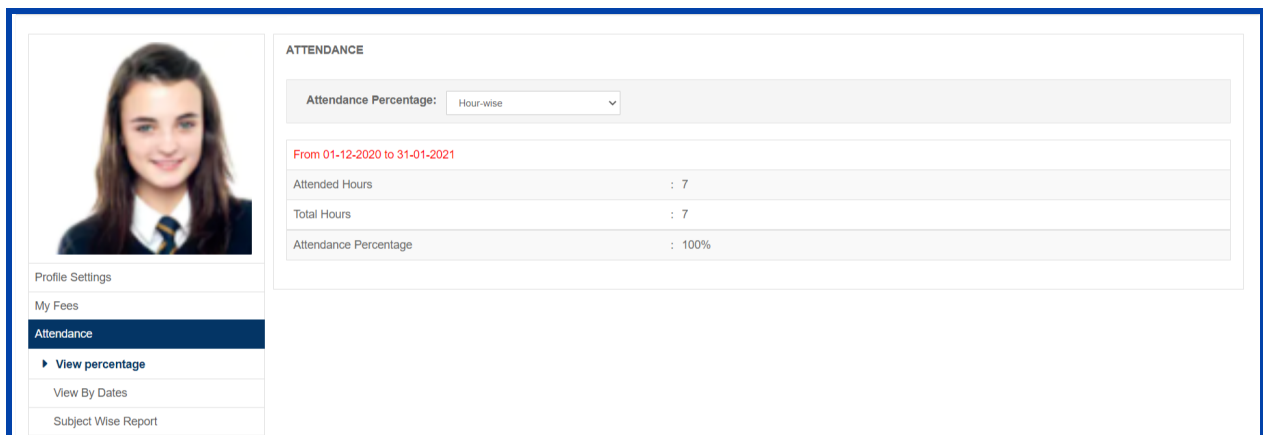
Live Now Upcoming Old Meetings

#	Name	Description	Meeting Date	Join
1	Analytical Chemistry	Analytical Chemistry	07-07-2021, 09:05:00 pm	Join

Profile Settings  
My Fees  
Attendance  
Assignment Mark  
My Performance  
University Results  
Hostel & Transport  
Message box (7)  
Grievance  
Rules and Regulations

## Attendance :

The attendance details and percentage of the students will be visible in the student login so that students can view their attendance subject wise,date wise and overall percentage.



Linways Technologies Pvt.Ltd

Home My performance Documents My Library Placements

**ATTENDANCE**

Attendance Percentage: Hour-wise

From 01-12-2020 to 31-01-2021


Attended Hours	: 7
Total Hours	: 7
Attendance Percentage	: 100%

Profile Settings  
My Fees  
Attendance  
View percentage  
View By Dates  
Subject Wise Report



## End Semester Exam Registration :

When an examination is declared by the examination controller, students can register for the examination from their login using the exam registration option.



Profile Settings  
Attendance  
Choice Based Education  
Assignment Mark  
My Performance  
Sessional Exam Retest Registration  
**Exam Registration**  
Registration  
Seat Arrangement  
Exam Revaluation  
Supplementary / Improvement  
Hostel & Transport  
Message box (0)  
Grievance  
Rules and Regulations  
Committee  
Grace Marks  
Consolidated Certificate  
Special Exam

EXAM REGISTRATION

End Semester Exam 2021

#	Subject Name	Fees
1	CHE2C02 (PHYSICAL CHEMISTRY)	100
2	BOT2B02T (MICROBIOLOGY MYCOLOGY, LICHENOLOGY& PLANT PATHOLOGY)	100
3	ENG2 A03 (WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS)	100
4	ENG2 A04 (ZEITGEIST:- READING ON SOCIETY AND CULTURE)	100
5	ZOL2C02T (ECONOMIC ZOOLOGY)	100
6	HIN2A08(1) (GRAMMER AND TRANSACTION)	100
Total Subject Fees :		600

Other Fees

Sl.no	Fees	Amount
1	Centralised Valuation Camp	
2	Application Fee	
3	Mark List	
4	Provisional Certificate Fee	
5	VivaVoce	
Total Fees :		0

Fine

Sl.no	Fine	Amount
1	Without Fine	0.00
Total Fine :		0

Total amount to pay = 600

[Register](#)


The name of the examination registration will be displayed, students can apply, pay the registration fee online and enroll for the examination.

## Improvement/ Supplementary Exam Registration

Students have the provision to register for improvement / supplementary examination of their choices based on the rules and regulations given by the examination controller.

## Student Performance Info:

In Student performance info examination marks can be viewed, also provisional marks card of End Semester / Supplementary examination can be viewed and downloaded.



Profile Settings  
Attendance  
Choice Based Education  
Assignment Mark  
**My Performance**  
Internal Exam  
▶ Semester End Exam  
Supplementary/Imp Exam  
Sessional Exam Retest Registration  
Exam Registration  
Exam Revaluation  
Supplementary / Improvement

### SEMESTER END EXAM

Select Semester

Course Code	Course Name	Marks Awarded			Max Marks	Credit (C)	Grade Point (G)	Credit Point (C*G)	Course Grade	Status
		IA	ESE	Total						
SDC2ST04(P)	MINI PROJECT	-	95	95	100	4.00	6.0	24	A+	P
SDC2CS04(P)	SQL LAB	20	72	92	100	5.00	6.0	30	A+	P
SDC2CS03	INTRODUCTION TO RDBMS AND SQL	18	65	83	100	4.00	5.0	20	A	P
GEC2MT02	MATHEMATICS FOR DATA SCIENCE II	20	65	85	100	4.00	5.0	20	A	P
GEC2EG02	WAYS WITH WORDS	18	43	61	100	4.00	3.0	12	C	P
GEC2ML02	MALAYALAM BHASHAYUM SAHITHIYAVUM II	18	65	83	100	4.00	5.0	20	A	P
SDC2ST03	PROBABILITY AND RANDOM VARIABLES	20	53	73	100	5.00	4.0	20	B	P

Credit Point of Semester 2 - 146

SGPA = 4.87 Grade : A

[Print Preview](#)

## Digital Library:

A digital library, also called an online library, an internet library, a digital repository, or a digital collection of online resources. The digital library contents can be accessed from the student account.

## Exam Revaluation :

Once the exam results are declared and the revaluation is opened, students can apply for the revaluation / re-totalling, scrutiny from their portal.

## Grace Marks Request:

Students who have participated in various arts, sports or cultural programs can apply for grace marks using the grace marks module and on approval of the examination controller, they can claim the mark.

### **Sem Term Registration:**

Using sem-term registration students can register for the next semester.

Sem term registration option will only be visible in the student login if the registration is opened for that batch.

Here, students have to confirm registration by entering academic details, credit score, activity points, and fees remittance details.

### **Interim Course Survey :**

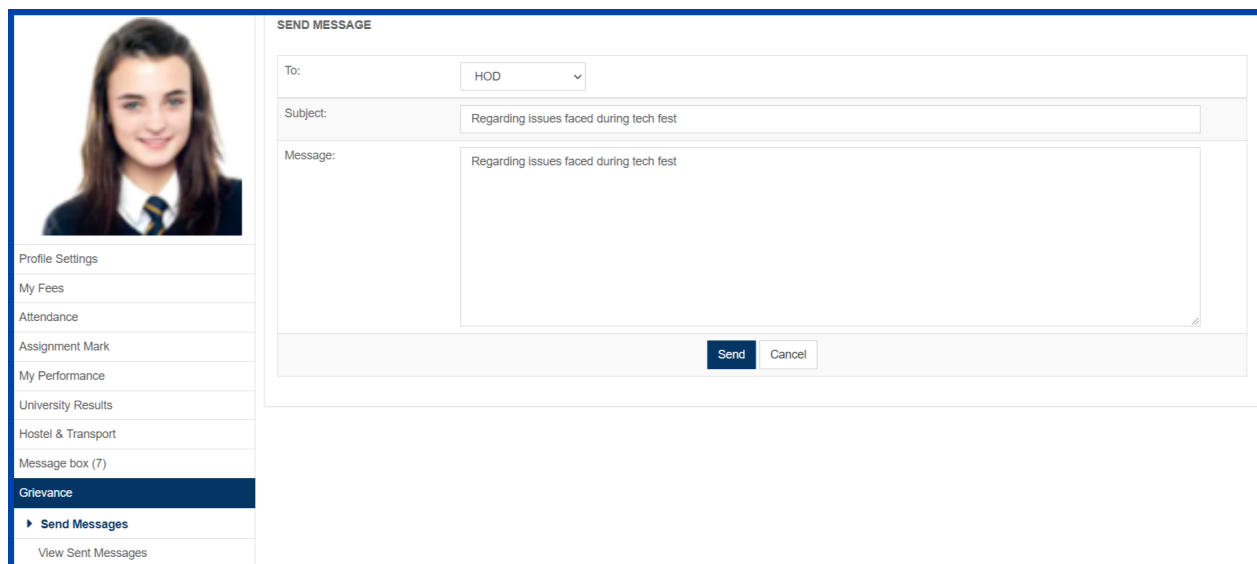
Students have the provision to participate in a course survey which is conducted at regular intervals, to evaluate the course delivery process and to measure the students feedback.

### **Course Exit Survey :**

Using the course exit survey the students who have completed their course are given opportunities to reflect and provide feedback on their own learning. The survey result can be used for measuring the course outcome as well as to implement any improvements required in the course.

## Grievance Redressal Forum :

Students send their grievances to department HOD. HOD forwards it to the staff assigned in the grievance cell. Required action is taken by staff. Action taken status will be visible in HOD login as well as student login.



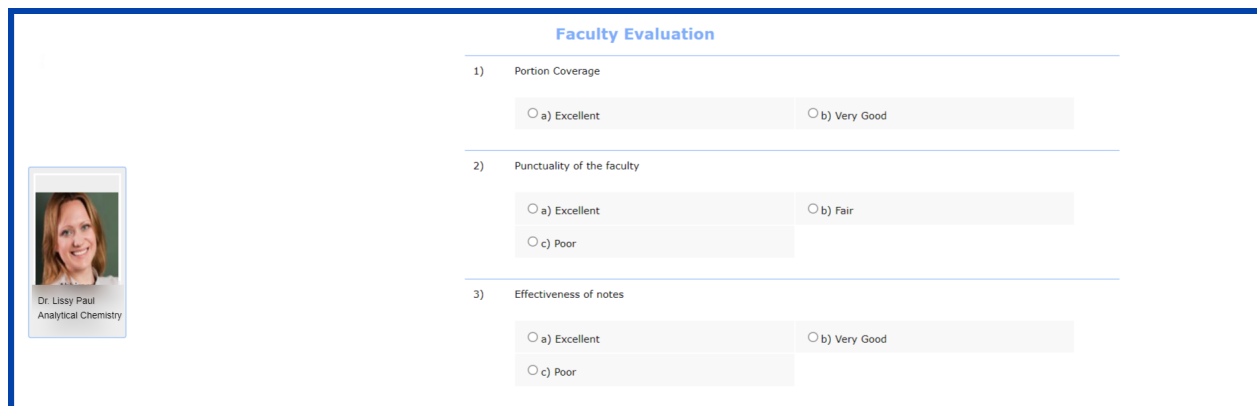
The screenshot shows a student's profile on the left with a navigation menu including Profile Settings, My Fees, Attendance, Assignment Mark, My Performance, University Results, Hostel & Transport, Message box (7), Grievance, Send Messages, and View Sent Messages. The main area is titled 'SEND MESSAGE' and contains a form with the following fields:

- To: HOD (dropdown menu)
- Subject: Regarding issues faced during tech fest
- Message: Regarding issues faced during tech fest

At the bottom of the form are 'Send' and 'Cancel' buttons.

## Staff / College Evaluation and Feedback Collection :

Students can participate in staff evaluation through which they can submit the feedback and rating about the faculty who is handling various courses in their class.



The screenshot shows a 'Faculty Evaluation' form. On the left is a profile card for Dr. Lissy Paul, Analytical Chemistry. The form contains three evaluation questions:

- 1) Portion Coverage
  - a) Excellent
  - b) Very Good
- 2) Punctuality of the faculty
  - a) Excellent
  - b) Fair
  - c) Poor
- 3) Effectiveness of notes
  - a) Excellent
  - b) Very Good
  - c) Poor

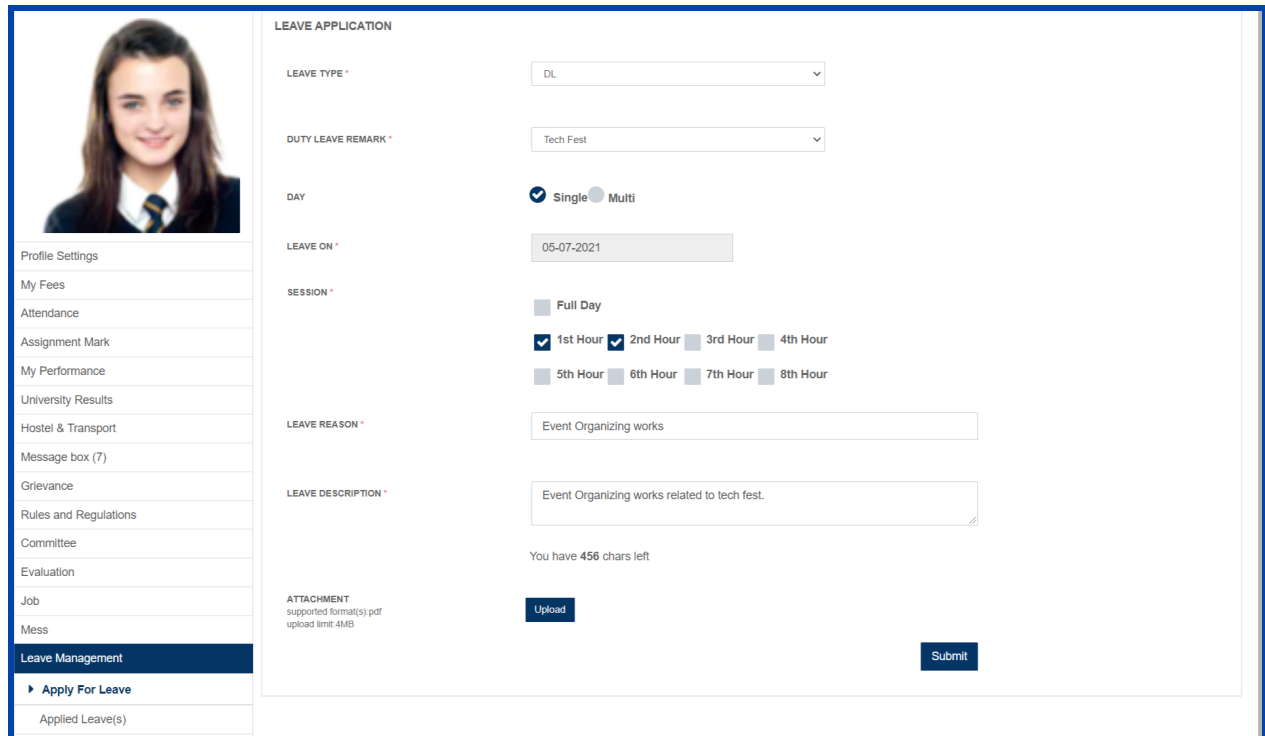
The result evaluation performed by the students can be accessed by the head of the institution.

## Student Leave Management :

In students leave management students can apply for the leave.

Once the leave is sanctioned it will be visible for the students as approved.

Students can also request for duty leave using the Leave Management feature.



The screenshot displays a web interface for a student's leave management. On the left is a vertical navigation menu with a profile picture of a student at the top. The menu items include: Profile Settings, My Fees, Attendance, Assignment Mark, My Performance, University Results, Hostel & Transport, Message box (7), Grievance, Rules and Regulations, Committee, Evaluation, Job, Mess, Leave Management (highlighted), Apply For Leave, and Applied Leave(s). The main content area is titled 'LEAVE APPLICATION' and contains the following fields and options:

- LEAVE TYPE \***: A dropdown menu with 'DL' selected.
- DUTY LEAVE REMARK \***: A dropdown menu with 'Tech Fest' selected.
- DAY**: Radio buttons for 'Single' (selected) and 'Multi'.
- LEAVE ON \***: A date input field showing '05-07-2021'.
- SESSION \***: A grid of checkboxes for 'Full Day', '1st Hour', '2nd Hour', '3rd Hour', '4th Hour', '5th Hour', '6th Hour', '7th Hour', and '8th Hour'. '1st Hour' and '2nd Hour' are checked.
- LEAVE REASON \***: A text input field containing 'Event Organizing works'.
- LEAVE DESCRIPTION \***: A text area containing 'Event Organizing works related to tech fest.' Below the text area, it says 'You have 456 chars left'.
- ATTACHMENT**: A section for uploading files, with supported formats listed as 'pdf' and 'docx', and an 'upload limit: 4MB'. An 'Upload' button is present.
- A 'Submit' button is located at the bottom right of the form.

## Placement Notification and Training :

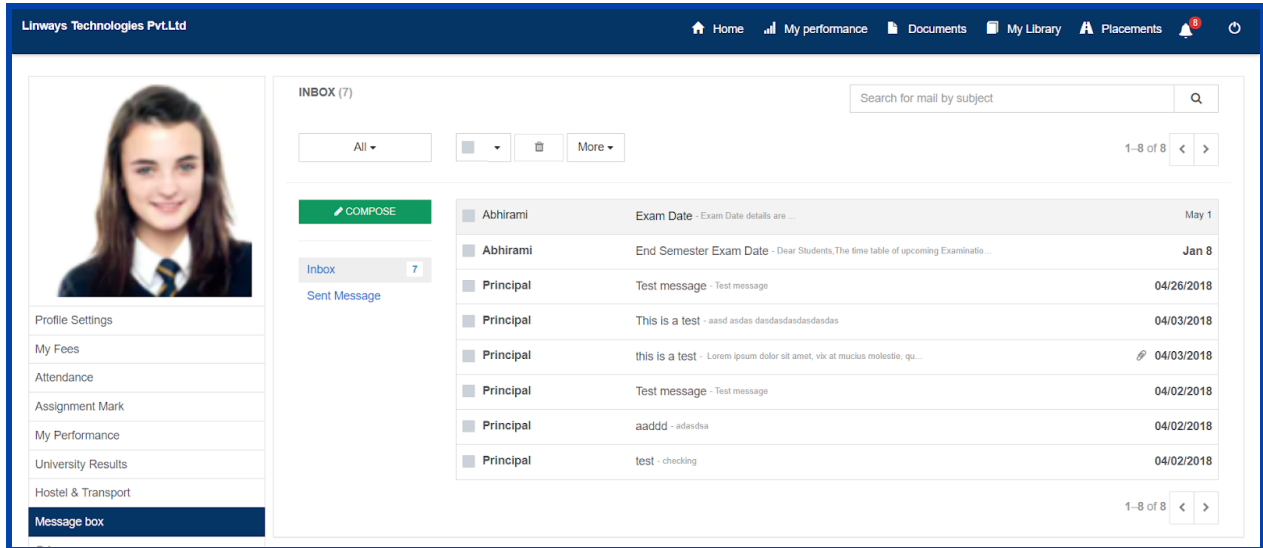
The notification about the upcoming placement activities and the placement training can be notified to the students by the placement officer.

## Push Notification Service :

The student will receive push notifications on their mobile application when important events such as online classes, assignments, exams are created by the faculty.

## Message Box and Notice Board :

In the message box students can compose and receive messages. They can compose messages to students as well as faculty. They can also receive messages from students and faculties which will be visible in their inbox.



The screenshot displays a web application interface for a student's message box. At the top, the header includes the company name 'Linways Technologies Pvt.Ltd' and navigation links for Home, My performance, Documents, My Library, Placements, and a notification bell with 8 alerts. The main content area is divided into a left sidebar and a central inbox.

**Left Sidebar:**

- Profile Settings
- My Fees
- Attendance
- Assignment Mark
- My Performance
- University Results
- Hostel & Transport
- Message box**

**Central Inbox (7):**

Search for mail by subject [Q]

1-8 of 8 < >

Sender	Subject	Date
Abhirami	Exam Date - Exam Date details are ...	May 1
Abhirami	End Semester Exam Date - Dear Students.The time table of upcoming Examinatio...	Jan 8
Principal	Test message - Test message	04/26/2018
Principal	This is a test - aasd asdas dasdasdasdasdasdas	04/03/2018
Principal	this is a test - Lorem ipsum dolor sit amet, vix at muclus molestie, qua...	04/03/2018
Principal	Test message - Test message	04/02/2018
Principal	aaddd - adasdsa	04/02/2018
Principal	test - checking	04/02/2018

1-8 of 8 < >

# Faculty Module Features

## Faculty Time Table :

Hours assigned for faculty on each day will be visible in the timetable.

Days/Hour	Hour1 8:30 AM-9:30 AM	Hour2 9:45 AM-10:45 AM	Hour3 11:30 AM-12:30 PM	Hour4 1:00 PM-2:00 PM	Hour5	Hour6 3:05 PM-4:00 PM	Hour7	Hour8
Day 1 5th July 2021 Monday	Time 8:30 AM - 9:30 AM EE100(EC2021) [Video] [Attendance]			Time 1:00 PM - 2:00 PM EE100(EC2021) [Video] [Attendance]				
Day 2 6th July 2021 Tuesday	Time 8:30 AM - 9:30 AM EE100(EC2021) [Video] [Attendance]		Time 11:30 AM - 12:30 PM EE100(EC2021) [Video] [Attendance]					
Day 3 7th July 2021 Wednesday				Time 1:00 PM - 2:00 PM EE100(EC2021) [Video] [Attendance]				
Day 4 8th July 2021 Thursday	Time 8:30 AM - 9:30 AM EE100(EC2021) [Video] [Attendance]					Time 3:05 PM - 4:00 PM EE100(EC2021) [Video] [Attendance]		

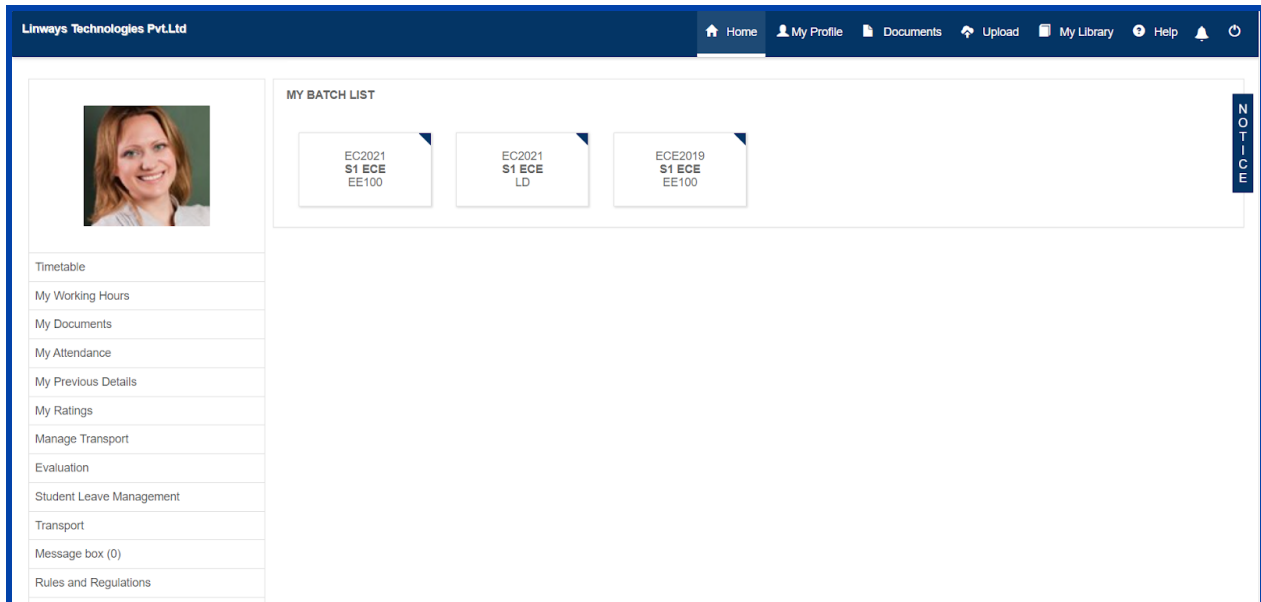
- If the attendance of an hour is not marked, then it will be visible in pink color.
- Faculty can click on the mark attendance option to mark the attendance.
- Once the attendance is marked for an hour then the subject tile will be visible in green color.
- An online class can be scheduled and started using the video button shown on the hour tile.
- Clicking on the play button online classes can be conducted.

## Course and Batch Details :

The faculty dashboard shows a virtual representation of the batches assigned to the faculty.

On clicking a batch data of the students present in the respective can be accessed.

All the academic activities related to the subject can be performed inside the batch file.



The screenshot displays the faculty dashboard for Linways Technologies Pvt.Ltd. The interface includes a navigation bar with options: Home, My Profile, Documents, Upload, My Library, Help, and a notification bell. On the left, there is a profile picture of a woman and a sidebar menu with items: Timetable, My Working Hours, My Documents, My Attendance, My Previous Details, My Ratings, Manage Transport, Evaluation, Student Leave Management, Transport, Message box (0), and Rules and Regulations. The main content area is titled 'MY BATCH LIST' and contains three batch cards: EC2021 S1 ECE EE100, EC2021 S1 ECE LD, and ECE2019 S1 ECE EE100. A vertical 'NOTICE' banner is visible on the right side of the dashboard.

## Outcome-Based Education Configuration:

The configuration related to the outcome-based education starting from Course Outcome Creation to CO- PO matrix can be generated in the faculty account.

### **Create Course Outcome**

Faculty can create course outcomes for their course and can map the course outcomes with the program outcomes defined by the IQAC coordinator or the head of the department.

### **University / End Semester Exam Rule :**

The rules required for generating the CO-PO attainment in university examination can be defined.

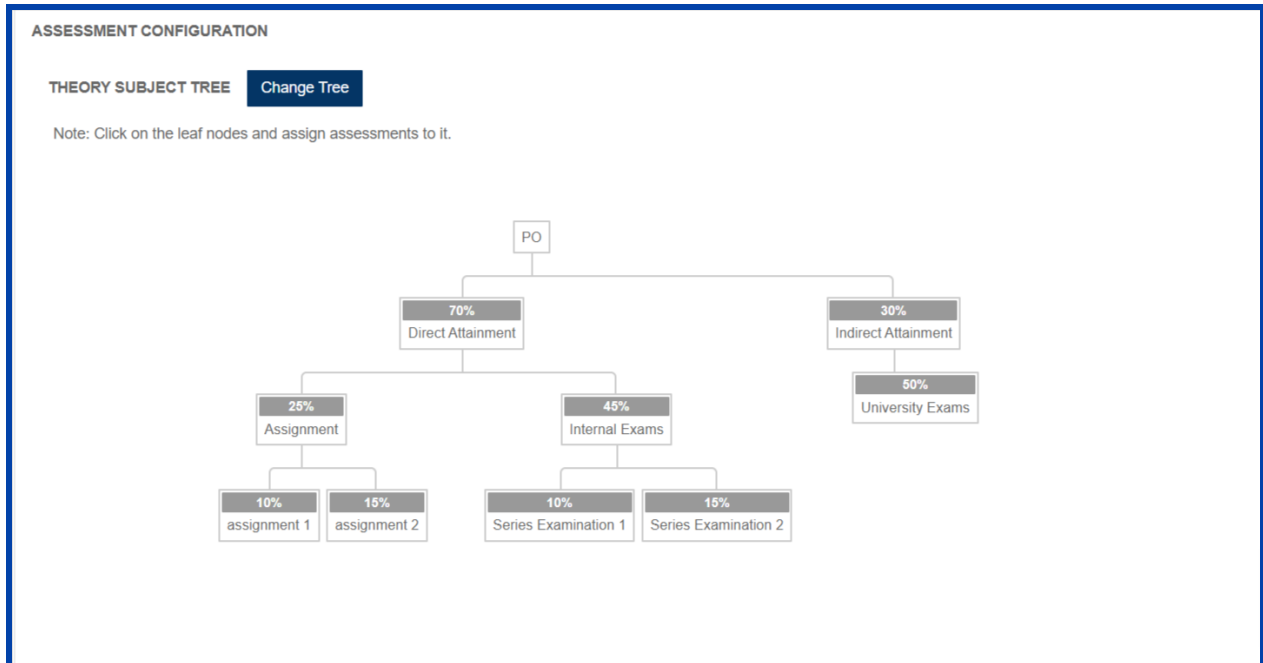


## PO - CO Attainment Rules :

The rules required for generating the CO-PO attainment in internal assessment can be defined.

## Assessment Configuration :

Faculty can map assessment to the assessment tree created , to obtain the CO- PO attainment of the course.



## CO-PO Calculation and Report:

Once the assessments are mapped, the CO-PO calculation report can be generated, using the criteria which we have given.

## Lesson Planner :

A subject planner helps the faculty to plan their portions in a manner where they can easily view, track and manage their portions.

A proposed plan is a plan where the faculty is planning to take a class.

In the actual schedule faculty can update the status of portions covered.

The screenshot displays the 'ACTUAL SUBJECT PLAN' interface. On the left is a sidebar menu with options like 'Student Information', 'OBE Settings', 'Subject Planner', 'Proposed Plan', 'Proposed Plan Report', 'Actual Schedule', 'Actual Plan Report', 'Online Class', 'Attendance', 'Assessment', 'Assignments', 'Question Papers & Marks(NBA)', 'Sessional Exam', 'Course File Settings', 'Internals', 'Message box', 'Internal Assessment', 'Exam Timetable', 'Course Materials', and 'Online Exam'. The main area shows a calendar for January 2021 with two tabs: 'TABLE METHOD' and 'CALENDAR METHOD'. A legend indicates: Proposed Plans (white), Topics not covered (grey), Topics partially covered (blue), Topics fully covered (green), Holiday (light green), and Important (red). A note says 'Click on a topic to edit topics.' The calendar shows topics like 'Elementary', 'Basic Term', 'Current an', 'Capacitors', 'Ohms Law a', 'KV Law', 'Star-delta', 'Business E', 'Node volta', 'Elementary', 'Magnetic C', 'Series and', 'Electromag', 'statically', 'Self-induc', and 'coefficient' with their respective coverage status.

Subject planner added by the faculty will be visible to students and this makes it easier for the students to know the topics.

### Online Class Management:

- Staff can create online classes in the batch timetable with the help of the video button on the subject title.

The screenshot shows the 'TIME TABLE' interface. At the top, it says 'Linways Technologies Pvt.Ltd' and has navigation links for Home, My Profile, Documents, Upload, My Library, Help, and a notification bell. On the left is a sidebar menu with 'Timetable' selected, containing 'My Timetable', 'Batch Timetable', 'My Working Hours', 'My Documents', 'My Attendance', 'My Previous Details', 'My Ratings', 'Evaluation', and 'Leave Management'. The main area shows a 'TIME TABLE' for 'select date: 28-06-2021' with a range from 28-06-2021 to 04-07-2021. The table has columns for 'Days/Hour' and rows for 'Day 1' (28th June 2021, Monday), 'Day 2' (29th June 2021, Tuesday), and 'Day 3' (30th June 2021, Wednesday). The columns represent time slots: 08:30 AM - 09:30 AM(UG), 09:30 AM - 10:30 AM(UG), 10:30 AM - 10:45 AM, 10:45 AM - 11:30 AM(UG), 11:30 AM - 12:30 PM(UG), 12:30 PM - 01:00 PM, 01:00 PM - 01:30 PM(UG), 01:30 PM - 02:30 PM(UG), 02:30 PM - 02:45 PM, 02:45 PM - 03:30 PM(UG), and 03:30 PM - 04:30 PM(UG). Each cell contains a class name (e.g., EE/PE 2018) and a video icon.

- Clicking on the video button, staff can create online classes by providing date and time details.
- Once the online class time reaches, the play button will be visible next to the video button. Clicking on the play button classes can be conducted online.

## Attendance Marking and Report Generation :

Attendance can be marked by clicking on the mark attendance button on the subject tile visible on the timetable.

The hours needed to mark attendance will be visible in pink color.

Clicking on it, the list of students will be visible and attendance can be marked.

Once the attendance is marked it cannot be changed and the tile will be visible in green color.

Student Information

OBE Settings

Subject Planner

Online Class New

**Attendance**

▶ Attendance Marking

My Subject Report

My Subject Report (Hourwise)

Assessment Beta

Assignments

Question Papers & Marks(NBA)

Sessional Exam

Course File Settings

Internals

Message box

Internal Assessment

Exam Timetable

Course Materials

Online Exam

Polls and Survey New

Quiz And Survey

Extra Activities

**BATCH WISE REPORTS**

Attendance Reports

Assignments

Exam

Graph

Sessional Result Analysis

Staff Activity Report

Progress Reports

### ATTENDANCE MARKING

TIMETABLE METHOD MARK / CHECK\_LIST\_METHOD ROLL NO METHOD COPY ATTENDANCE

Date: 2021-07-05

Show all batch tile

Hour 1	Hour 2	Hour 3	Hour 4	Hour 5	Hour 6	Hour 7	Hour 8
EE100 (ab1)			EE100 (ab1)				

Unmarked Hours 105
Marked Hours 9
Suspended Hours 0

Mark All Absent
Confirm
Cancel

Hour : 1, Subject : Basics in Electrical & Electronics Engineering, For All batch

Note: Inorder to credit attendance into your account please confirm by clicking confirm button below.

Roll No.	Name	Attendance	Roll No.	Name	Attendance
01	ELENA	✘	02	ANKITHA	✔
03	SARA	✘	04	SAMA	✔
05	ALAN	✔	06	GEORGE	✔
07	ERIC	✔	08	DENNY	✔
09	JANVI	✔	10	SANDRA	✔
11	ANASWARA	✔	12	JACOB	✔
13	NEHLA	✔	14	JEWEL	✔
15	HELEN	✔			

Mark All Absent
Confirm
Cancel

## Course Material Distribution:

- On the homepage, the batch list of the faculty will be visible.
- Select a batch.
- Once you select the batch in the side menu, the course material option will be visible.
- By selecting the option you can upload the course material.

<input type="checkbox"/>	Name	Topic	Uploaded On	Private Document	Action
<input type="checkbox"/>	s8-ec-nanoelectronics-may-2019	s8-ec-nanoelectronics-may-2019	15-05-2021 02:33:20 PM		
<input type="checkbox"/>	Voltage Regulator Notes	Voltage Regulator Notes	26-02-2021 10:16:19 AM		
<input type="checkbox"/>	Mesh Analysis	Mesh Analysis	08-01-2021 10:54:38 AM		
<input type="checkbox"/>	Nano Electronic Components	Nano Electronic Components	08-01-2021 10:53:46 AM		
<input type="checkbox"/>	Previous QP	Previous QP	08-01-2021 09:35:54 AM		

[Delete Selected](#)

After uploading and unlocking the material, it can be accessed by the students

## Assessments:

- Faculty have the option to create any custom assessments of their choice using the Assessments feature.
- Assessment Name can be given, the workflow can be defined and students can attend the assessment.

## Assignment :

- On the homepage, the batch list of the faculty will be visible.
- Select the batch to give the assignment.
- Once you select it, in the side menu there will be an option for assignments.
- Click on that option and you can add new assignments and questions.
- Once you enable publish assignments it will be visible to students in their login.

Linways Technologies Pvt.Ltd. Home My Profile Documents Upload My Library Help

Home / EC2021, S1 / Basics in Electrical & Electronics Engineering (EE100) / Assignments

ASSIGNMENT

Add New Assignment +

SI No.	Assignment	Description	Submission Date	Return Date	Maximum Mark	Add Question	View	More
1	Assignment-3	Case Study	2021-06-26	2021-06-30	10.00	+	→	Actions -
2	Assignment-2	Outline the principle of an electronic instrumentation system	2020-12-29	2021-12-31	10.00	+		✔ Publish Assignment ✘ Unpublish Student Marks 📄 Enter Question Wise Marks ✎ Edit 🗑 Delete
3	Assignment-1	Cellular Communication Assignment	2020-12-29	2021-12-31	10.00	+		

## Sessional / Internal Examination Creation :

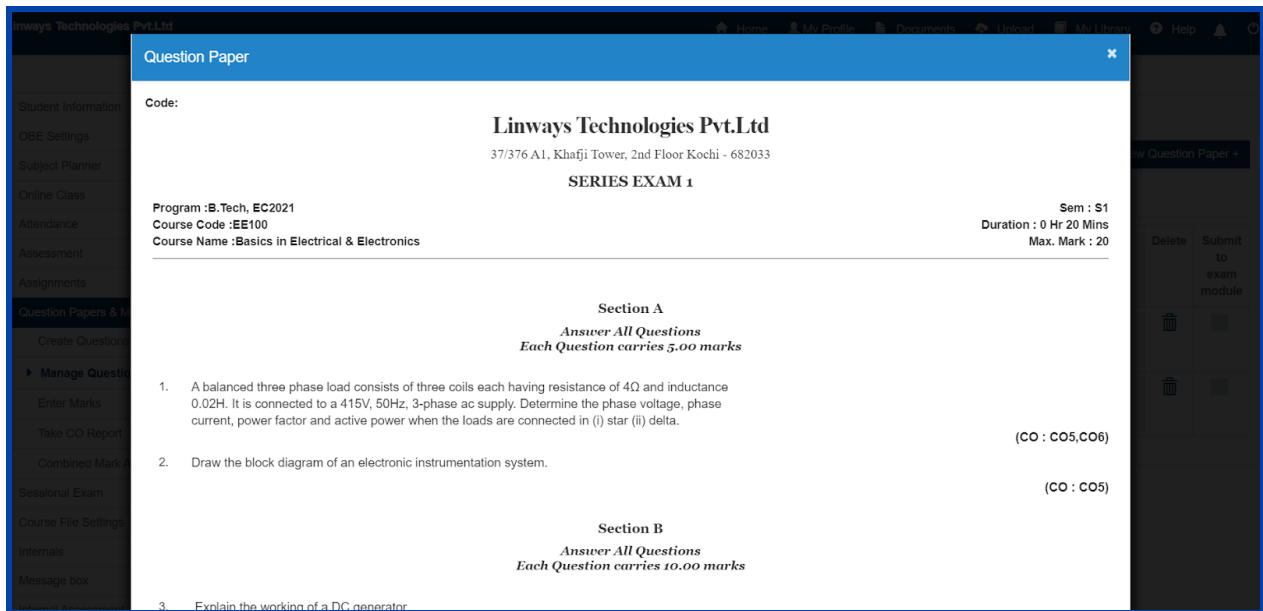
Sessional exams can be created by the faculty using the sessional exam option present inside the batch tile.

Once exams are conducted Marks can be entered and reports can be generated.

## Question Paper Generation:

- Question papers for the sessional examination can be created using the Question Paper and Marks option.
- Questions can be added to the Question Pool.

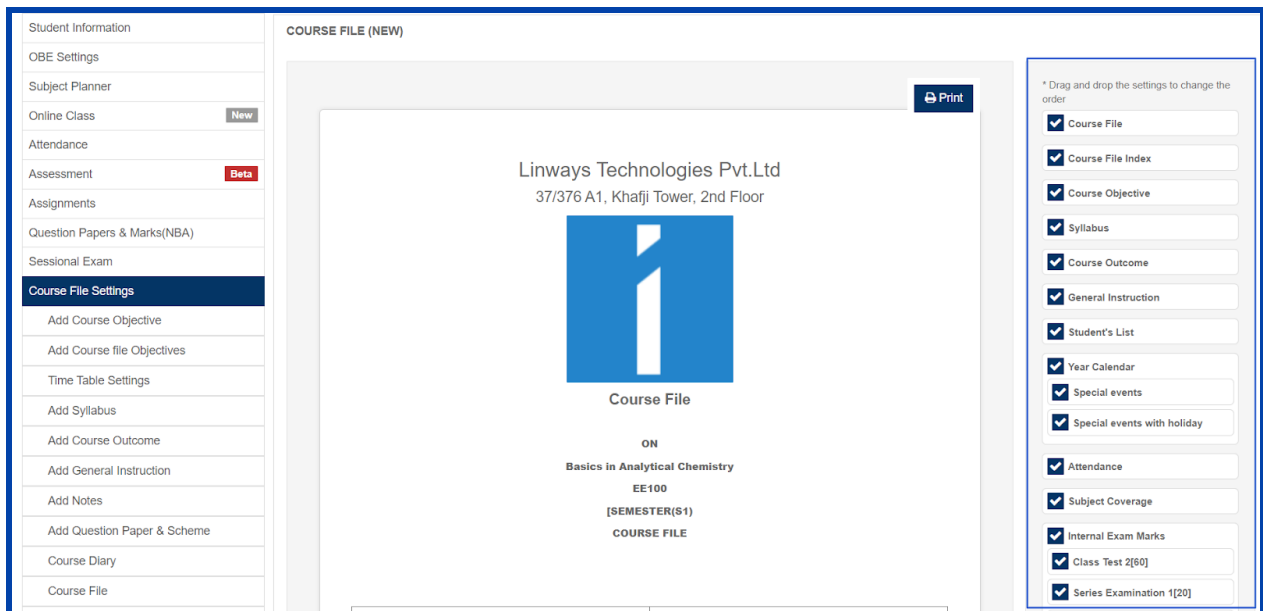
- Question Paper structure can be defined, sections can be created.
- And finally, questions can be added from the question pool.



### Course File / Course Diary Generation:

Staff can create, course file or course auditing report by clicking on the **Course file Settings -> Course diary option.**

From the right toolbar, faculty can select the components that need to be displayed in the course file.



## Internal Mark Computation and Normalisation :

- With the help of the Internals -> Define Rule option the rules for normalizing the internal marks can be defined.

Linways Technologies Pvt.Ltd

Home / EC2021, S1 / Basics in Electrical & Electronics Engineering (EE100) / Auto Normalize

Student Information

OBE Settings

Subject Planner

Online Class New

Attendance

Assessment Beta

Assignments

Question Papers & Marks(NBA)

Sessional Exam

Course File Settings

**Internals**

- Define Rule
- Generate Internal Marks
- Finalize Internal
- List Marks
- Message box
- Internal Assessment
- Exam Timetable

**DEFINE RULE**

Exam

Select exams for group1 :  Marks per exam :  Label:

Mark selection method :  Select :

All fields are mandatory

Enable Mark Range

Select exams for group2 :  Marks per exam :  Label:

Mark selection method :  Select :

All fields are mandatory

Enable Mark Range

- Internals can be generated.

Student Information

OBE Settings

Subject Planner

Online Class New

Attendance

Assessment Beta

Assignments

Question Papers & Marks(NBA)

Sessional Exam

Course File Settings

**Internals**

- Define Rule
- Generate Internal Marks
- Finalize Internal**
- List Marks

**FINALIZE INTERNAL MARKS**

Roll No	Students	Auto-normalised Marks	Add Marks	Normalised Marks Round Mark <input type="checkbox"/>	Class Average
01	Elena	33.5	<input type="text" value="0"/>	33.5	Class Avg. 29.3
02	Ankitha	30.5	<input type="text" value="0"/>	30.5	
03	Sara	28.75	<input type="text" value="0"/>	28.75	
04	Sama	28.25	<input type="text" value="0"/>	28.25	
05	Alan	24.75	<input type="text" value="0"/>	24.75	
06	George	25.75	<input type="text" value="0"/>	25.75	
07	Eric	28.25	<input type="text" value="0"/>	28.25	

- Grace marks can be added.
- Finalized internals can be submitted to the Head of the Department / Examination controller.

## Custom Report Generator:

This is a report generation tool that allows us to generate multiple types of reports as well as print them.

Home / EC2021, S1 / Basics in Electrical & Electronics Engineering (EE100)

PERFORM ASSESSMENT

Select Internal Assessment : Internal Assessment of All Activities

Note : Click on [ + ] to add new column, Click on [ - ] to edit / delete column.

Sl.No.	Roll No.	Name	A Exam 1 (50)	B Exam 2 (20)	C Assignment (10)	D Attendance	E Pen (10)
1	01	Elena	25	18	9	6	
2	02	Ankitha	45	14	9	8	
3	03	Sara	47.5	12	9	8	
4	04	Sama	42.5	14	10	0	
5	05	Alan	37.5	12	6	8	
6	06	George	47.5	12	6	8	
7	07	Eric	42.5	12	0	0	

Field Name: Percentage

Exam  Online Exam  Assignment  Attendance  Formula  Field

Formula:  $((A+B+C+D)/85)*100$   
eg: A+B, (A\*B)C, (A+4)/2, Where A & B are columns.

Total Mark: 100.00

Pass Percentage: 80.00 %

Update Cancel

The name of the report can be given, data fields required in the report can be selected and the report can be generated.

## Online Examination:

- On the homepage, the batch assigned to the faculty will be visible.
- Select the batch to create an online exam.
- Once you select it on the side menu, the online exam option is visible.
- Here, you can create an exam and add questions, time, and date details.
- Types of questions handled in Online Examination are :
  - Multiple-choice Questions
  - Descriptive Type Questions
  - Scan and Upload Answer sheet.
  - Case Study Questions.



On unlocking the exam it will be visible in student login and they can attend the exam.

The screenshot displays a 'QUIZ' management interface. On the left is a sidebar menu with options like 'Student Information', 'OBE Settings', 'Subject Planner', 'Online Class', 'Attendance', 'Assessment', 'Assignments', 'Question Papers & Marks(NBA)', 'Sessional Exam', 'Course File Settings', 'Internals', 'Message box', 'Internal Assessment', 'Exam Timetable', 'Course Materials', 'Online Exam', 'Manage Exam', 'Manage Questions', 'CO Report', 'Polls and Survey', 'Quiz And Survey', 'Extra Activities', 'BATCH WISE REPORTS', 'Attendance Reports', and 'Assignments'. The main area shows a 'Subbatch' dropdown set to 'ALL' and a '+ Create Exam' button. Below are four exam tiles, each with a 'Share' button and a 'Filters' icon. Each tile lists exam details: Exam Start Date/Time, Exam End Date/Time, Time Limit (in Minutes), Pass Percentage, No. Of Questions Per Page, and Lock Status. The total number of questions and total students attended are also shown for each exam.

Exam ID	Exam Name	Start Date/Time	End Date/Time	Time Limit (Mins)	Pass Percentage	No. Of Questions Per Page	Lock Status	Total Questions	Total Students Attended
#1	CLASS TEST 1	12:00 PM, 05-07-2021	01:00 PM, 05-07-2021	30	50%	1	UNLOCKED	6	1
#2	MID TERM TEST	12:00 PM, 14-06-2021	01:00 PM, 23-06-2021	20	-	5	UNLOCKED	1	1
#3	CLASS TEST 2	12:00 PM, 14-06-2021	12:00 PM, 15-06-2021	10	-	10	LOCKED	3	1
#4	CLASS TEST 1	12:00 PM, 24-01-2021	12:00 PM, 30-01-2021	50	50%	-	LOCKED	5	2

Once students have attended the exam, the result can be generated from the examination tile by the faculty.

### Staff Activity Report:

- On the homepage, the batch list of the faculty will be visible.
- Once you select the subject tile in the left side menu option the staff activity menu is visible.
- Select a date range, Click on Generate Option, then the staff activity report can be generated.

## Daily Work Log Submission :

Daily tasks of the faculty can be updated and submitted by the faculty which is visible to HOD and principal.

Linways Technologies Pvt.Ltd. Home My Profile Documents Upload My Library Help

WORKING HOUR DETAILS

REPORT DAILY WORK LOG

06-07-2021

HOUR 1 From: 08:30:AM To: 09:30:AM

Change Time

Batch: EC2021, Subbatch: All, Subject: EE100, Topics covered: Basic Terminology including voltage, current, power, resistance.

HOUR 2

Change Time

Guideship

HOUR 3

Change Time

Project Mentoring

HOUR 4

Change Time

Project Mentoring

HOUR 5

HOUR 6

Timetable

My Working Hours

My Documents

My Attendance

My Previous Details

My Ratings

Manage Transport

Evaluation

Student Leave Management

Transport

Message box (0)

Rules and Regulations

Once the work log is submitted it is verified by HOD. Once it is verified by HOD then it will be approved by principal.

## Staff Appraisal :

Achievements received by faculty are updated in Staff Appraisal which is visible to the IQAC coordinator and the Head of the Department.

Linways Technologies Pvt.Ltd. Home My Profile Documents Upload My Library Help

MANAGE ACHIEVEMENTS

Add New Achievement

Sl. No	Achievement Date	Category	Notes	Status
1	05-05-2021	International Fellowships		approved
2	01-01-2021	International Fellowships		approved

Timetable

My Working Hours

My Documents

My Attendance

My Previous Details

My Ratings

*“Empower every educator with the right technology  
to accelerate learning”*

**linways**  
learn in new ways

**CONTACT US:**

Email: [info@linways.com](mailto:info@linways.com)

Website: [www.linways.com](http://www.linways.com)