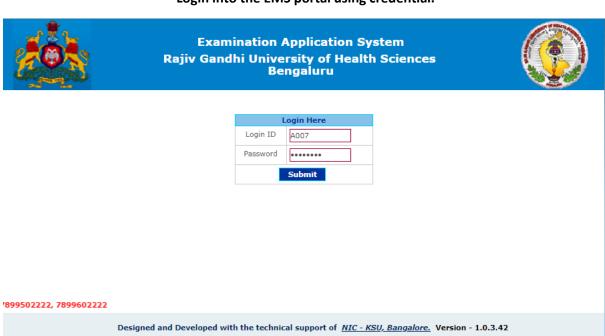
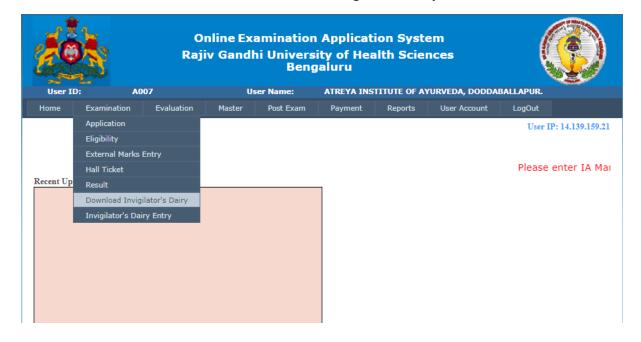
## **User Manual for Invigilator's Dairy Entry at Theory Exam Centres**

#### Login into the EMS portal using credential.

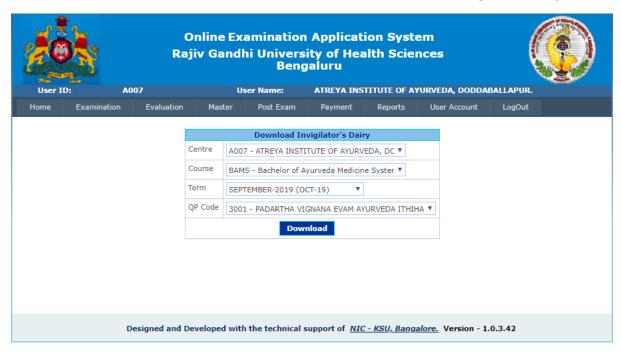


#### Download the Invigilators Dairy for seat arrangement by going

#### "Examination → Download Invigilator's Dairy" menu



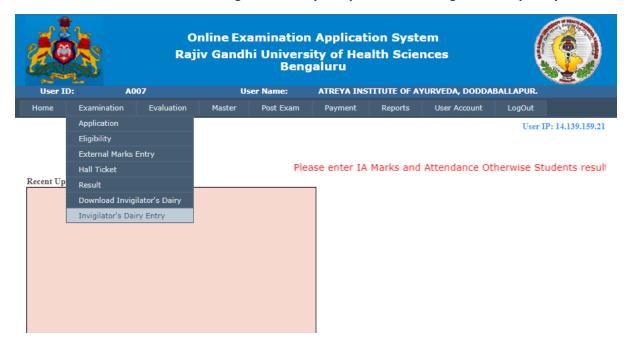
#### Course, Term and QP Code need to be selected to download the invigilator's dairy



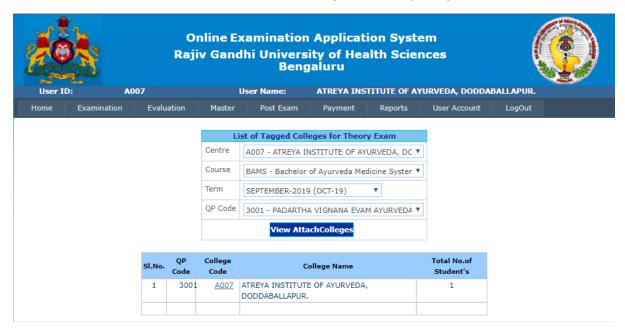
## Invigilators Dairy Downloaded Report (before Answer Booklet Number entry)

Registrar(Evalua	tion)				Ph:080- Fax:269	26961930 961931
			Invigilator	's Dairy		
Q.P Code No: 30					Center	Code : A007
Examination Cent	re : ATREYA INS	STITUTE OF AY	URVEDA, DODDA	BALLAPUR.		
Date of Examinati			Time : 09-00	AM to 12-00	PM Faculty	: ISMH
Course : BAMS - I RS5) Name of the Invig		L BAMS	Subject : PAL	DARTHA VIGI	NANA EVAM AYURVE	EDA ITHIHAS - TP1
I. Reg. No. of o. Candidadte		Student	Name		SI. No. of Answer Book	Signature of Candidate
College: A007 - AT	REYA INSTITU	JTE OF AYU	RVEDA, DODD	ABALLAPUR	₹.	
1 16A6608	BAIRAJU VIS	HNU				
No. of Students A No. of Students A No. of Books issu No. of Books used Remarks / Mal-Pr Signatureof the In	bsent : ed : I : actice cases if :	any: Yes	No. of answer b No. of Additiona No. of Additiona No. of Additiona	l Books Issu I Books Use	ed:	e chief superitendent : egistrar (Evaluation)

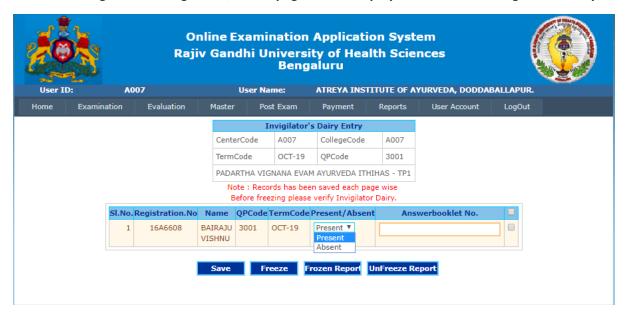
#### Go to "Examination → Invigilator's Dairy Entry" Menu For Invigilator Dairy Entry



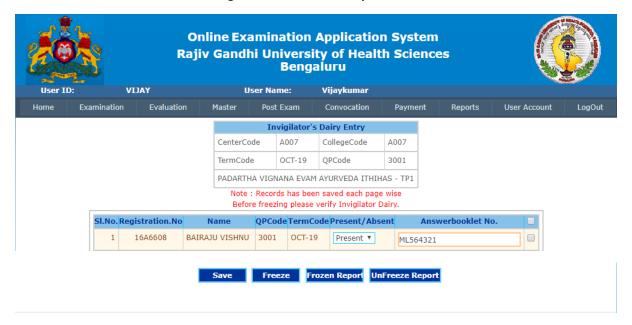
On selection of Course, Term and QP Code for the Centre, attached colleges list will be displayed with total number of students, which are going to appear. Click on the College code, displayed in the table, to enter the Invigilator's Dairy Entry.



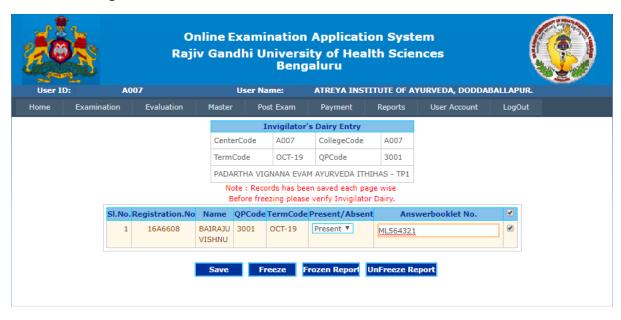
After clicking on the college code, below page will be displayed to enter the Invigilator's Dairy.

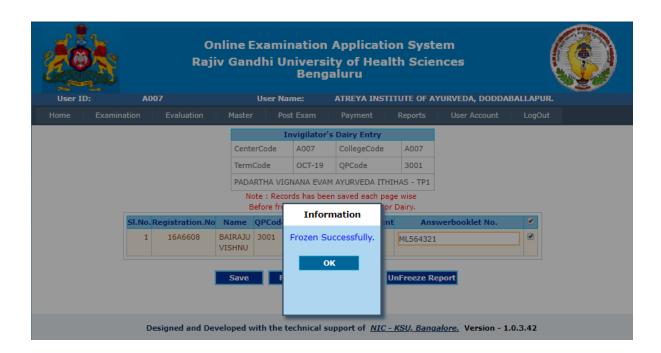


Enter the Answer booklet Number and Present/Absent status against the each registration number, and click on "SAVE" button. After saving the records, download the Unfreeze Report by clicking on the "Unfreeze Report" button.



After verifying the Answer Booklet numbers, click on the check box which is displayed against the registration numbers and click on "Freeze" button for final submission.





### After final submission, download the Freeze copy of Invigilator's Dairy

	dhi University of He 4th 'T' Block Jayanagar,			ka	
Registrar(Evaluation)		Ph:080-26961930 Fax:26961931			
	Invigilator's Dairy - Freezeo	Copy			
Q.P Code No : 3001		Cent	ter Code : A00	07	
Examination Centre : ATREYA INSTIT	UTE OF AYURVEDA, DODDABAL	LAPUR.			
Date of Examination : 30/09/2019	Time: 09-00 AM to 1:	2-00 PM Facu	ulty: ISMH		
Course : BAMS - I PROFESSIONAL BAMS (RS5)	Subject : PADARTHA	VIGNANA EVAM AYU	RVEDA ITHIHA	AS - TP1	
Name of the Invigilator : SI. Reg. No. of No. Candidadte	Student Name	SI. No. of Answer Book	P-Present/ A- Absent	Signature of Candidate	
college: A007 - ATREYA INSTITUTE (	OF AYURVEDA, DODDABALLA		N- Adsent	Candidate	
1 16A6608 BAIRAJU VISHNU	or montest, societates	ML564321	P		
No. of Students Assigned: No. of Students Absent: No. of Books issued: No. of Books used: Remarks / Mal-Practice cases if any: Signature of the Inviolator		ssued : Used : Furnish details to	o Registrar (E	valuation)	
No. of Students Absent: No. of Books issued: No. of Books used: Remarks / Mal-Practice cases if any: Signatureof the Invigilator  Note: 1, Separate Inviol	No. of Additional Books I No. of Additional Books I	Furnish details to Signature of the Name:	o Registrar (E: Room Superit	valuation)	

# **THANK YOU**