



Examination Branch

College Portal

Note : In this document College / PG Departments are referred as “College”

Minimum infrastructure required to start


- Desktop / Laptop computer with recent configuration
- Broadband internet
- Laser printer
- UPS

How to start?

- Open internet browser – such as Mozilla Firefox, Chrome. We recommend Mozilla Firefox for better performance.
- Type www.gug.ac.in in the address bar of the browser.
- Click on **Exams** and click on **College Portal**
- **To Login directly type**
oasis.logisys.org/gug
- Click on College Portal
- Login screen will be displayed as shown below.

UNIVERSITY NAME WILL APPEAR HERE

Welcome to Online Admission and Student Information System



Login

College Code

User Name

Password

Sign In

Click here to Download : [Mozilla FireFox](#) [Chrome](#) [Oasis User Manual](#)

29/10/2018 7:00:01 P.M.

- Enter college code, user name and the password. By default, the username will be “admin” and the password will be the combination of college code + username i.e. for the college code 1001, password will be admin1001
- The college administrator (admin user) can create more users within the college and assign different access rights according to the needs.
- Upon Successful login, for the first login, system will display the screen in which college needs to update the communication details and change the password.



Examination Branch

- Upon submission Main screen / Dash board will be displayed as shown below

The screenshot displays the main interface of the Gulbarga University Examination Branch system. At the top, there is a header with the university's logo on the left, the text "UNIVERSITY NAME WILL APPEAR HERE" in the center, and navigation links "Welcome Demo", "Home", and "Logout" on the right. Below the header, there are several tabs: "Masters", "Before Exam", "Practical Marks", "During Exam", and "Utility". A dropdown menu for "101-College Name Will Appear Here, Town" is also visible. The main content area is divided into two columns. The left column contains a "Notice Board" section with three bullet points: "Important Note: create new user for valid person only.", "Last Date for Online Submission of I.A. Marks (U.G.): 05.05.2018", and "Last Date for Online Submission of I.A. Marks (P.G.): 10.05.2018". The right column contains a "Message Board" section with "Contact Details:-" (8888899999, 9999988888) and a green text box stating "Send a hard copy of the admission list/candidate list/IA marks list/practical marks list to the university after filling all the details". At the bottom left, the date "29/10/2018" is shown, and at the bottom right, the time "7:03:44 P.M." is displayed. A blue button labeled "I Need Help" is located at the bottom right of the dashboard.

- In the main screen "Notice Board" section, any notifications sent from University will be displayed.
- Colleges are provided with almost instant query / grievance sending facility. Click on "I NEED HELP" and send the query details.
- In order to select the courses offered by the college, go to Masters → Degree Selection and press tab to display the courses offered by the University. Select the courses offered by your college and click "Save" (One time selection) to enable the courses in other transaction screens.
- In the same manner combinations offered by the college can be selected in the option Masters → Combination Selection
- Colleges can print the list of subjects under each course in Masters → Subject Screen



Examination Branch

Exam Application Form

Eligibility, Concession and Block Hall Ticket

As the students are going to apply directly for the examination through online, college needs to update whether the student is eligible for filling the examination application form and eligible for fee concession. Students who are not eligible to apply for examination can be blocked and students who are eligible to get concession in fee payment can be identified. Also, College can block students in downloading the hall ticket for various reasons from student portal and can download the hall ticket from college portal. **Upon above given updation only student can able to fill the exam application form online.**

To make the above mentioned updates, go to Before Exam→Exam Application Form→Eligibility, Concession and Block Hall Ticket screen to do the said tasks.

Sl. No.	Reg. No.	Student Name	Block Eligibility Select All	Concession Fee Applicable	Block Hall Ticket	Remarks
1	A0625001	ANASUYA J	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
2	A0625002	ANITHA	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
3	A0625004	ANJANEYA K	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
4	A0625005	ANNAPPANAIAK	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
5	A0625007	ARUNA KUMARI MS	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
6	A0625008	ARUNAKUMAR K	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
7	A0625011	ASHOK KS	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
8	A0625013	BASAPPAIAH VS	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
9	A0625014	BASAVARAJA B	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
10	A0625016	BASAVARAJAPPA M	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks
11	A0625017	BENAVANATK	<input type="checkbox"/> Blocked	<input type="checkbox"/>	<input type="checkbox"/>	Remarks

- Select the degree, semester and click on “Go” button to display the list of students.
- Identify the student and select the required check box and click on save
- Upon updating the details student can fill the form before the last date.
- After the last date is over, college needs to print the candidate list and submit to the University.
- Candidate list can be printed from Before Exam→Exam Application Form→Candidate List



Examination Branch

Room Allotment

College can prepare for the examination through Room Allotment module. Through this module, students can be allotted to the rooms based on the room capacity. After the room allotment is done, college can print roomwise register number list to display on notice board, can print invigilator's dairy and the qp indent required.

- Go to Before Exam→Room Allotment→Room creation to create and update the room capacity on one time basis.
- Go to Before Exam→Room Allotment→Room Allotment to allot the students

IA Marks Entry

- Click on “Before Exam→I.A Marks”
- Select **I.A. (Theory)** to enter the IA marks for theory papers or select **I.A. (Practical)** to enter the IA marks for practical paper
- Select degree, exam, subject by pressing F1 key. Click on “Go” to display the students under selected subject.
- Enter the marks against the students and click “Save”. Enter “-2” if the student is absent for the subject.
- Click on “Before exam→Marks List (Subjectwise) to print the marks check list for the verification purpose with original handwritten marks list. Make the corrections if any by repeating the above steps.
- On confirmation of the accuracy, the subject has to be frozen by clicking on “Before Exam→Subjectwise Freezing” and final printout has to be taken. Modification is not possible after the marks is frozen.
- Click on “Before Exam→Marks List (Studentwise)” to print the marks list Studentwise. Display the marks list on notice board and take the students signature before submitting to the University.

UNIVERSITY NAME WILL APPEAR HERE

101-College Name Will Appear Here , Town

Masters Before Exam Practical Marks During Exam Utility

Mark Entry Subjectwise 1 Save | Clear | Exit

Mark Entry Subject Wise

Category: I.A. (Theory)

Degree Code: BCOM4 B.Com.

Exam: A I SEMESTER

Subject: A411 FUNDAMENTALS OF FINANCIAL ACCOUNTING I.A.

Short Name: BEGIA

Reg.Range : B/W 0 -- ZZZZZZZ Section : Go

Max Mark : 60

Sl. No.	Reg No	Student Name	Marks	Ab/Pr
1	C1326022	BASAVANAGOWDA RG	10	P
2	C1326024	BASAVARAJ C J	-2	A
3	C1326028	CHAITRA M	10	P
4	C1326045	GURUNAİK	20	P
5	C1326047	JAFFAR SADIQ	19	P
6	C1326049	JNANESHWARI AP	-1	
7	C1326051	JYOTHI N	-1	
8	C1326052	JYOTHI P	-1	
9	C1326058	KOTRESHA E	-1	
10	C1326061	LATHA P M	-1	
11	C1326062	MADHU MS	-1	
12	C1326066	MAHESHA C	-1	
13	C1326073	MANJU P	-1	
14	C1326075	MANJUNATHA M	-1	
15	C1326076	MANOJ P	-1	
16	C1326079	NAGARATNA M N	-1	
17	C1326098	PUSHPA H N	-1	
18	C1326115	SANTHU KG	-1	

I Need Help



Examination Branch

Practical Marks Entry

- Practical centers are required to create batches on their own.
- Select the degree, exam, subject by pressing F1 key and select the Reg. No. range. Students eligible under this category will be displayed as shown below.

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Welcome Demo Home | Logout

101-College Name Will Appear Here , Town

Masters Before Exam Practical Marks During Exam Utility

Batch Preparation Work Sheet | Batch Report | Clear | Save

Degree : BCOM4 B.Com.

Exam : D IV SEMESTER

Subject : D510 THE INDIAN CONSTITUTION Max Mark : 80

Viva Subject : Max Mark :

Roll No. Range : B/W 0 -- ZZZZZZZ Students Count 2 No. of Students Per Batch :

Go

Batch wise Count											
Batch	Count	Batch	Count	Batch	Count	Batch	Count	Batch	Count	Batch	Count
01	1	02	0	03	1	04	0	05	0	06	0
07	0	08	0	09	0	10	0	11	0	12	0

Marks List			
Sl.No.	Reg No	Student Name	Batch
1	C1326040	GANESHA C	03
2	C1326128	SHRUTHI G	01

Work Sheet | Batch Report | Clear | Save

29/10/2018 5:48:31 P.M.


I Need Help

- Enter the batch number against the 1st student. For subsequent students, keep clicking on the Reg. Nos. Batch wise student count is also displayed on the screen. Save the details.
- Goto Batchwise time table to schedule the batchwise time table.
- Batch preparation report can be taken at this stage and can be used to finalize batches.
- Print batchwise student list to display it on the notice board.
- Centers can take a blank batch wise practical marks list for recording the practical / viva-voce marks in the initial stage.
- Marks written on the empty practical marks sheet has to be entered into the system through online mode as shown below



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Welcome Demo Home | Logout



UNIVERSITY NAME WILL APPEAR HERE

Masters

Before Exam

Practical Marks

During Exam

Utility

101-College Name Will Appear Here , Town

Marks Entry/Printing

Save | Clear | Mark Entry Report

Degree : BCOM4 B.Com.

Exam : C III SEMESTER

Subject : C520 ENVIRONMENTAL SCIENCE

Viva Subject :

Batch : 1

Go

Max Mark : 80

Max Mark :

Marks List

Reg No	Student Name	Practical C520
C1401001	AISHWARYA K J	77
C1401002	AISHWARYA R	46
C1401003	AISHWARYA S	-2
C1401005	AKSHATHA S	50
C1401006	AKSHAY M	63
C1401007	AMEER AHMAD R	-2

Save | Clear | Mark Entry Report

29/10/20187:09:30 P.M.

I Need Help

- A checklist / verification marks list is to be taken and cross checked with original handwritten marks list.
- On confirmation of the accuracy, the batch has to be frozen and then final printout has to be taken.

All the three marks sheets are to be sealed on a day to day basis and send to University. All the procedures advised to centers regarding sealing and sending of practical marks list needs to be followed here also.




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Absent Entry

- Click on “During Exam→Absent Entry”
- Select QP code, date and session of examination as shown below and click on “Go”
- Enter the valid register number and press tab to enter the next register number. Click on “Save” to update the details. In the same manner Mal Practice entry can be done from the screen During Exam→Mal Practice Entry

Welcome Demo Home | Logout



UNIVERSITY NAME WILL APPEAR HERE

Masters Before Exam Practical Marks During Exam Utility

101-College Name Will Appear Here , Town

Absent Entry Subjectwise QP Add | Save | Clear

Category : Absent Entry

QP Code : 18141 A41 FUNDAMENTALS OF FINANCIAL ACC

Date: 07/12/2015 Session : AM Go

Reg No	Student Name	Delete
A0016008	DURGI BAI	<input type="checkbox"/>
A0016041	SAVITHA B V	<input type="checkbox"/>
<input type="text"/>		<input type="checkbox"/>

Add | Save | Clear

29/10/2018 6:06:23 P.M.

I Need Help



Examination Branch

Bundle Dispatch Entry

Bundles sending details needs to be entered in the college portal. Go to During Exam→Bundle Dispatch Entry to enter make the entries as shown below

UNIVERSITY NAME WILL APPEAR HERE

101-College Name Will Appear Here , Town

Masters Before Exam Practical Marks During Exam Utility

Bundle Dispatch Save | Print Bundle Packing Sheet | Clear

General

QP Code: 18141 A41 FUNDAMENTALS OF FINANCIAL ACC

Date of Exam: 07/12/2015 Session: AM

No of Bundle: 3 Go

SL No	No. of Scripts	Bundle No.	Delete
1	70	45918	<input type="checkbox"/>
2	74	45919	<input type="checkbox"/>
3	56	50745	<input type="checkbox"/>

Save | Print Bundle Packing Sheet | Clear

29/10/2018 6:06:42 P.M.

I Need Help

Select the QP code, date of exam and enter the number of bundles and click on “Go”. Number of rows will be displayed to enter the scripts per bundle. Enter the details and click on “Save” to update the details.

After updating Absentees, Malpractice and Bundle dispatch details, consolidated daily report can be generated from the system Goto During Exam→Daily Report to print the report. College needs to send the report to University along with the bundles

Utilities

Following utilities are available in the college portal

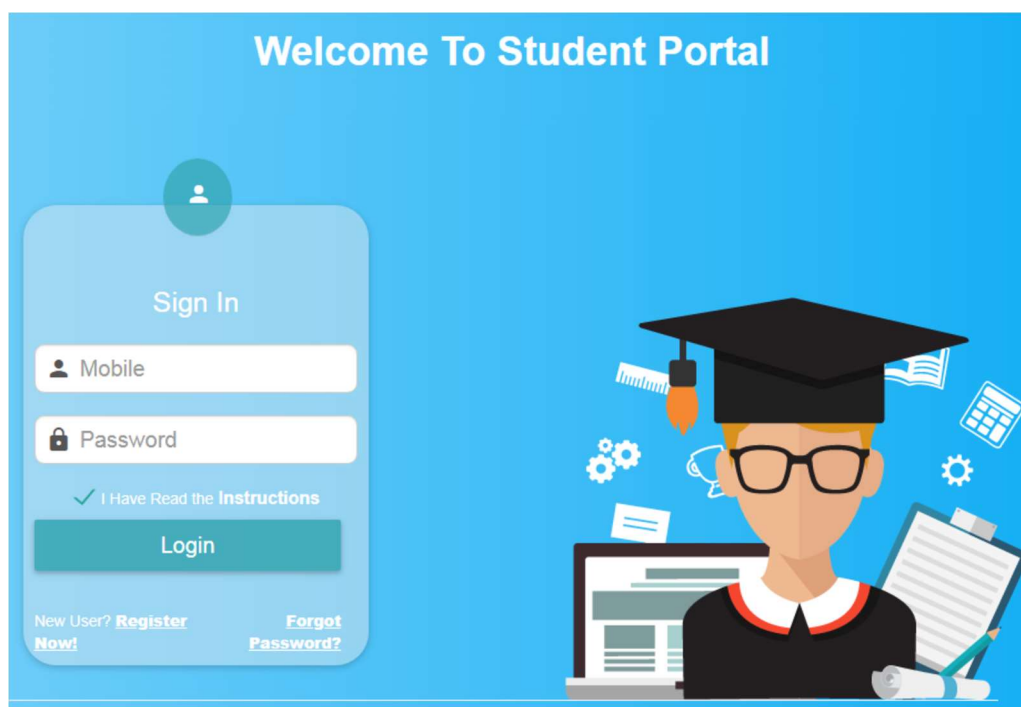
- Change Password
With this option users can change the password.
 - User Setup
With this option admin can create any number of users depending on the requirement.
 - User Rights
With this option admin can give screenwise rights to the users.
 - Userwise subject identification
With this option users can be identified with the subjects for IA and practical marks entry.
- Many more information exists in the college portal which will be explained during the workshop.



Student Portal

How to start?

- Open internet browser – such as Mozilla Firefox, Chrome. We recommend Mozilla Firefox for better performance.
- Type www.gug.ac.in in the address bar of the browser.
- Click on **Exams** and click on **Student Portal**
- **To Login directly type studentportal.universitiesolutions.in**
- Login screen will be displayed as shown below.




- For the first time student needs to register for the student portal through register number.
- Click on “Register Now” to register.
- Select the State, University and enter the register number. Click on “Validate” to check for valid register number.
- Enter the mobile number, email id, date of birth and parent /guardian’s mobile number. Click on send OTP to receive the OTP on mobile as well as on email.
- Enter the mobile OTP and email OTP and click on “Signup” to register.
- Upon successful registration, login with mobile number and the password. The main screen will be displayed as shown below. In the main screen student profile and the subject details will be displayed.



Examination Branch

003 - UNIVERSITY NAME WILL APPEAR HERE



YATHISHA M
ED150499
[BED1] BACHELOR OF EDUC...

- Profile
- Attendance
- IA Marks
- Exam Application
- Exam Time Table
- Download Hall Ticket
- Practical Time Table

Powered By Logisys

[SignOut](#)

Student Profile


Student Name	: YATHISHA M
Register number	: ED150499
Mobile Number	: 9845532688
Email Id	: yathish@gmail.com
Father / Guardian Name	: MANJAPPA M S
Father / Guardian Mobile	: 8277684424
College	: RAJIV GANDHI EDUCATION COLLEGE, BHADRAVATHI [E032]

BACHELOR OF EDUCATION - NOV / DEC 2018 Examination Subjects

Sl. No.	Subject Code	Semester	Subject Name
1	A03	I Sem	INSTRUCTIONAL TECHNOLOGY
2	A04	I Sem	INFORMATION AND COMMUNICATION
3	B01	II Sem	EDUCATION AND SOCIAL CONCERNS
4	B02	II Sem	PSYCHOLOGY OF LEARNING PROCESS
5	B03	II Sem	EDUCATIONAL ADMINISTRATION
6	B15	II Sem	C.C.M. - PHYSICS
7	B18	II Sem	C.C.M. - MATHEMATICS

Exam Application Form

As said earlier, student can apply for examination through student portal. Click on “Exam application” to apply. Following screen will be displayed.



YATHISHA M
ED150499
[BED1] BACHELOR OF EDUC...

- IA Marks
- Exam Application
- Exam Time Table
- Download Hall Ticket
- Practical Time Table
- Results
- Help Desk

Powered By Logisys

[SignOut](#)

Guidelines for Students Exam Details Your Applications

Reg. No. : ED150499

Name of the Student : YATHISHA M

Category : IIIB

Fee Type : Normal Fee

Exam Details

A	B	C	D	E	F	G	H	I	J
		NE	NE	NE	NE			NE	NE
0	2095								

II SEMESTER

Sub Code	QP Code	Description	Pass Mth
B01	29426	EDUCATION AND SOCIAL CONCERNS	<input checked="" type="checkbox"/>
B02	29427	PSYCHOLOGY OF LEARNING PROCESS	<input checked="" type="checkbox"/>
B03	29428	EDUCATIONAL ADMINISTRATION	<input checked="" type="checkbox"/>
B15	29433	C.C.M. - PHYSICS	<input checked="" type="checkbox"/>
B18	29436	C.C.M. - MATHEMATICS	<input checked="" type="checkbox"/>
B18	29447	ELEC. - POPULATION EDUCATION	<input checked="" type="checkbox"/>
B55		TEACHING PRACTICE - PHYSICS	<input checked="" type="checkbox"/>
B58		TEACHING PRACTICE - MATHEMATICS	<input checked="" type="checkbox"/>

Fee Details

Fee Details	Amount
02 EXAM FEE	600
03 MARKS CARD	145
04 P.P.C. Fee	270
06 Convocation Fee	520
08 FINE	500
Total	2095

Total Fee: 2095

Mobile : 9741089633

Payment Type: DEPARTMENT OF POST [Submit](#)

- Select the semester to display the subjects taken by the student and select the subjects opted.
- In case of no selection is given and “Blocked” message is displayed below the semester, please contact your concerned college for details.
- Upon selection of subjects, system will display the fee to be paid headwise as well as the total.
- Select the mode of payment and click on “Submit” button to apply.
- An application number will be generated and asks for printing of exam application form.



Examination Branch

- In case of Debit Card / Credit Card / Net Banking selection, student need to make the payment directly. In case of Post Office challan, student need to print the challan and make the payment at nearest post office.
- Print the application form and keep it for future reference.
- Hall ticket can be printed after the student receives intimation from the University.
- In case of any clarifications / queries, click on "I NEED HELP" and send the issue details. Your query will be answered and reply will be sent to your email id.