

BANGLAR SHIKSHA

School Management System

School Education Department

Government of West Bengal

SCHOOL MANAGEMENT SYSTEM (SMS)

HOI/TEACHER USER MANUAL FOR MARKS ENTRY

Prerequisite

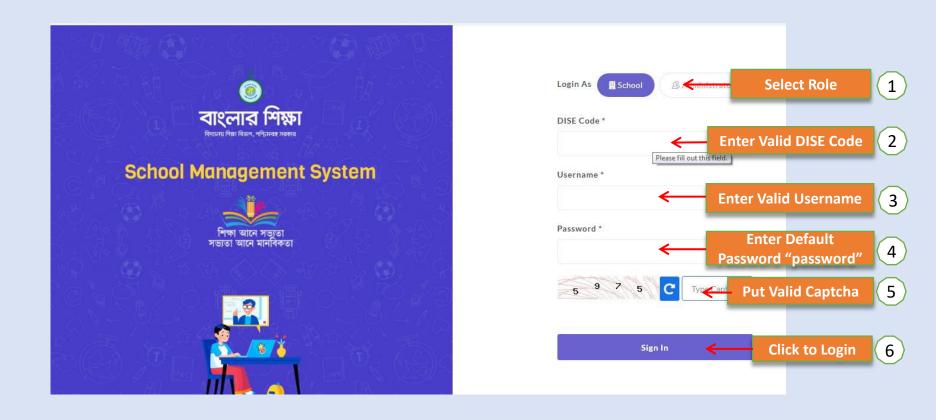
- Please check the medium(s), which is/are showing in **Medium** dropdown in **Marks Entry** page from **Hol** login.
- If there is/are any improper medium(s), please select that/those medium(s) (one by one) and then select the class, section, subject (any) and click on **Search** button; student's/students' name will be available in list against the particular medium.
- Please change the medium of instruction of the student(s) concerned from e-Portal (through 'Update Student's Basic Details' / 'Student's Profile Edit / Download' sub-menu under 'Student Management' menu in Hol login)
- Then click on 'Update Student Details' to synchronize students' information in SMS Portal. If required data is updated in e-Portal, that would also be updated in SMS Portal in this way.

LOGIN SCREEN

HOI / Teacher can login from here

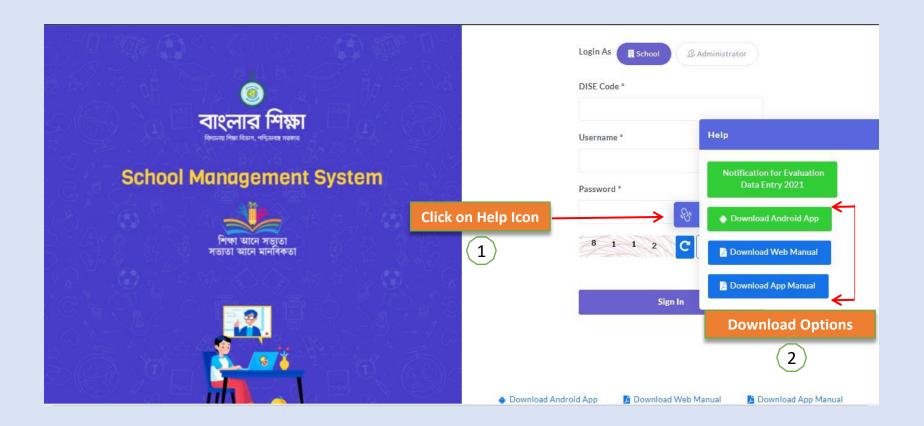
(URL: https://school.banglarshiksha.gov.in/sms/)

Note: Secondary and Primary teacher should apply 'S' and 'P' respectively as prefix before their Unique Employee Code as Username.



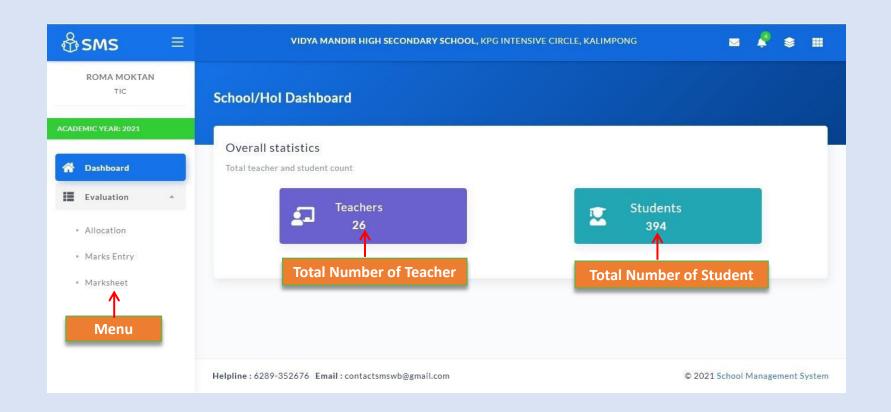
DOWNLOAD OPTIONS

HOI/Teacher can download User Manual for entry of evaluation data 2021 in the web as well as in Android Mobile App and view Notification by clicking on help icon present in login page



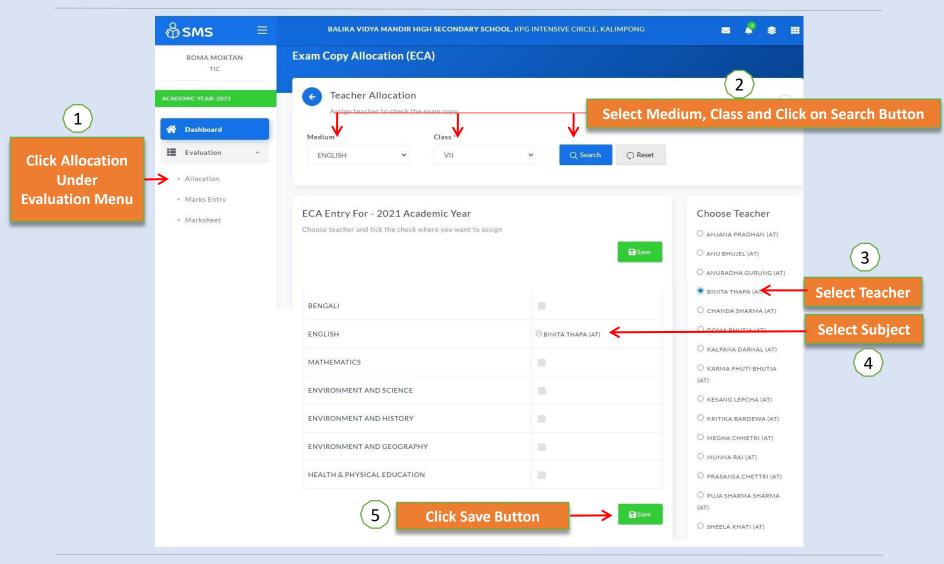
SCHOOL/HOI DASHBOARD SCREEN

After login, Dashboard page will appear. User name, school name, menu, teacher and student information will be available in dashboard page



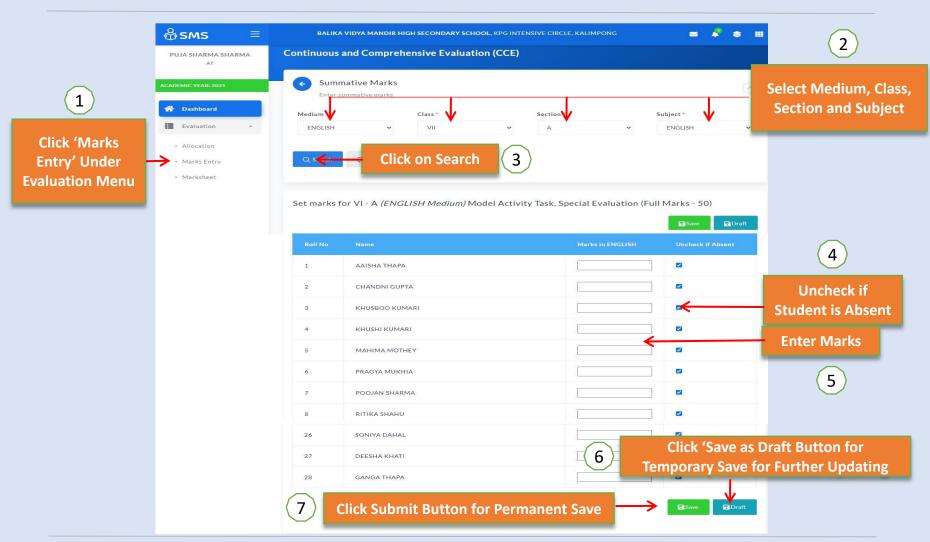
EXAM. COPY ALLOCATION (ECA) FROM HOI LOGIN

HOI can allocate exam. copy to any particular teacher for particular class, section and subject. Single teacher can be assigned for multiple class, section and subject.



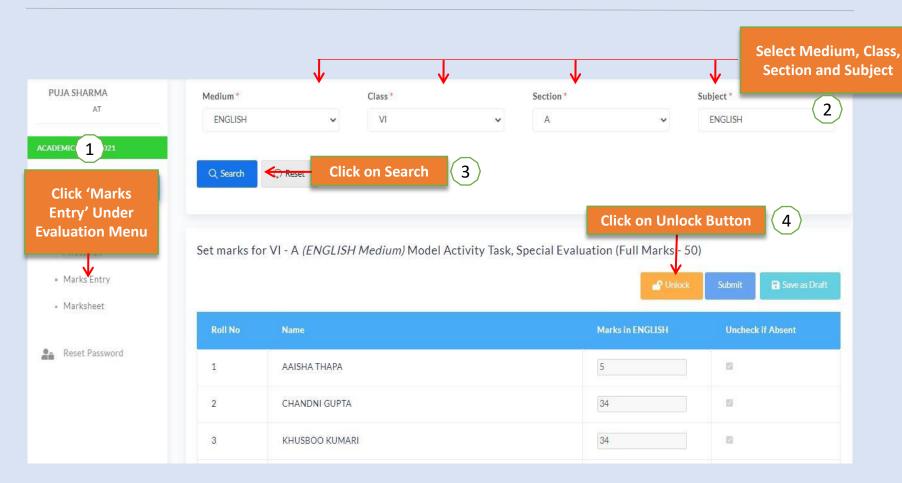
MARKS ENTRY FROM TEACHER LOGIN

Any Teacher who has been assigned through ECA module from the end of the Hol for entering marks for any particular class/section/subject, can do the same for assigned class/ section/ subject. Click 'Submit' button for permanent save and click 'Save as Draft' for further updating.



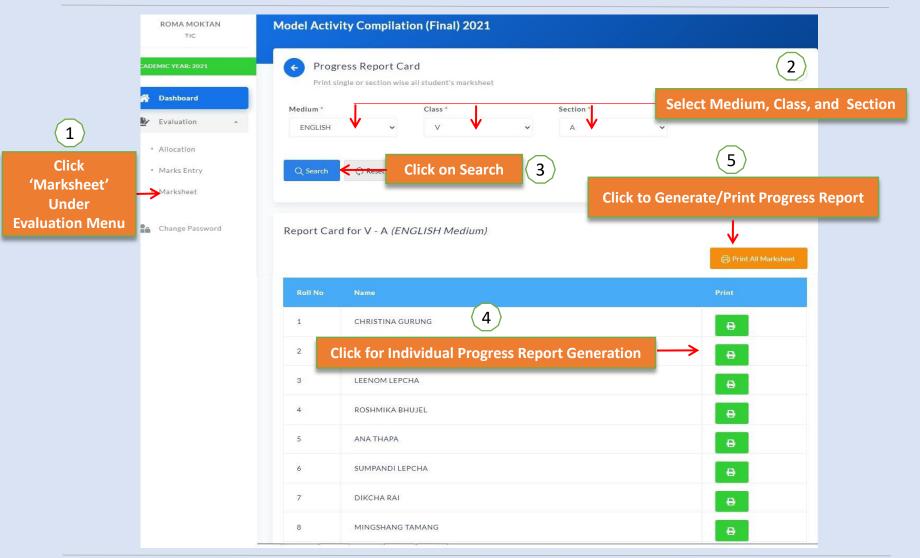
UNLOCK MARKS ENTRY FIELDS FROM HOI LOGIN

Marks entry fields will be locked after submission of the respective data by the assigned teacher. HOI can unlock the marks entry fields by clicking on 'Unlock' button, if required so for any particular subject. After that, concerned assigned teacher will have to edit/update the existing marks from own login and submit the same once again.



PROGRESS REPORT GENERATION FROM HOI LOGIN

Hol can generate and print progress report for individual student as well as all students of a section at a time.



VIEW OF PROGRESS REPORT CARD

BALIKA VIDYA MANDIR HIGH SECONDARY SCHOOL

Circle: Kpg Intensive Circle, District: KALINPONG schoolkpg@gmail.com | 035522607609800150200 Model Activity Task (Final) Evaluation Score Card Academic Session - 2021



Roll No.: 8

ID: 1097782100016

Name of the Student : MINGSHANG BHUJEL Medium : ENGLISH Class : CLASS V (A)

Mother's Name : TARA TAMANG Father's Name : BUDDHA BHUJEL Guardian's Name : BUDDHA BHUJEL (FATHER)

SUBJECT	FULL MARKS	MARKS OBTAINED
BENGALI	40	24
ENGLISH	40	27
MATHEMATICS	40	18
ENVIRONMENTAL STUDIES	40	29
HEALTH & PHYSICAL EDUCATION AND ART EDUCATION	40	28

HEALTH & PHYSICAL EDUCATION AND ART EDUCATION	40	28
ULL MARKS : 200		
OTAL MARKS OBTAINED: 126		
ERCENTAGE: 63		
(Signature of Guardian's) (Signature of Class Teach	er's)	(Signature of Hol.)
Generated from "Banglarshiksha" www.banglarshiksha.gov.in		

Thank You