## MUHS ONLINE ENTRY OF PRACTICAL EXAM MARKS

### REQUIREMENTS

- Computer
- Internet connection
- Laser printer

### Troubleshooting

- 1. Internet connection not working:
  - Wait for internet connection or contact college office
- 2. Internet connection drops in between
  - Wait for restoration of the internet connection

### STEP 1

Login to <u>www.practical.muhs.edu.in</u>

### Troubleshooting

Server Error / Server overload:

Reconnect after 15 minutes



#### Maharashtra University of Health Sciences, Nashik



Important Message

Download AnyDesk - Remote Desktop Software and Remote Desktop Connection Click here to Download

#### Exam Quick Links:



## STEP 2

### Enter Convenor's MUHS login and password Troubleshooting

Forgot convenor's login and password:

- 1. Click on "Forgot username / password"
- 2. Enter convenor's registered mobile number or convenor's registered email id
- 3. The username and password will be received on convenor's mobile no. and email id



#### Maharashtra University of Health Sciences, Nashik



Theory Exam Time Table

Verify OTP

Cancel and Sign-in with different user...

Activate Windows

Go to PC settings to activate Windows

P
 면 (0)



## Step 3

• Verify OTP received on convenor's registered mobile number and registered email id

### Troubleshooting

OTP not received:

- Wait for 5 minutes and relogin
- If still not received, contact:
  - FOR UG MEDICAL: (0253) 2539216,2539138; ugexammedical@muhs.ac.in
  - FOR PG MEDICAL DIPLOMA : (0253) 2539252, 2539258; pgexammedical@muhs.ac.in
  - FOR DMLT: (0253) 2539259; pgexammed2@muhs.ac.in



#### Welcome

This Practical Exam Portal is created for Practical Examination related online Works to facilitate Go to PC settings to activate Windows.





## Step 4

- Click on 'Practical Marks"
- On the drop down click on "Online Practical Marks Entry"

### Troubleshooting

For any problem, contact:

- FOR UG MEDICAL: (0253) 2539216,2539138;
   ugexammedical@muhs.ac.in
- FOR PG MEDICAL DIPLOMA : (0253) 2539252,
   2539258; pgexammedical@muhs.ac.in
- FOR DMLT: (0253) 2539259;
   pgexammed2@muhs.ac.in



#### Welcome

This Practical Exam Portal is created for Practical Examination related online Works to facilitate Go to PC settings to activate Windows.

# Step 5

- Authenticate with Dean's login credentials
- For Dean's login credentials, please contact:
  - Coordinator: <u>ksk@kem.edu</u>, 9820432279
  - College office: Intercom no. 7434 for UG
  - College office: Intercom no. 7879 or 7565 for PG

#### Troubleshooting

For any problem, contact:

- FOR UG MEDICAL: (0253) 2539216,2539138; ugexammedical@muhs.ac.in
- FOR PG MEDICAL DIPLOMA : (0253) 2539252,
   2539258; pgexammedical@muhs.ac.in
- FOR DMLT: (0253) 2539259;
   pgexammed2@muhs.ac.in



Activate Windows Go to PC settings to activate Windows.

Design: Ratnakar Kale, MUHS, Nashik Contents Provided by: Exam Dept Email: online[at]muhs[dot]ac[dot]in Call: (0253) 2539289/265/250



▲ 🖿 🖫 🕪 12:01 PM 1/25/201

### Step 6 onwards...

- Click on today's date (Entry of marks must be done on the same day)
- Select students' seat no. from drop down
- Select Present / Absent from drop down
- Enter marks
- Click on Save or press "Enter" on the keyboard to continue
- After completing the entry of one student, select seat no of the next student from drop down
- Enter marks of all the students assessed on the day

### After entry of marks.....

- Click on "Preview Marklist"
- Click on "Open Preview Marklist"
- Verify entry of marks (On screen or take print out using CTRL + P option)
- If all marks entry are correct...
  - Click "Submit Final Marklist"
  - Click "Accept and Continue"
- Take two print outs of final Marklist and take all examiners' signature on both
  - One copy (with attendance sheet) to the Dean
  - One copy (with attendance sheet) to be hand delivered to MUHS

### Troubleshooting

For any problem, contact:

- FOR UG MEDICAL: (0253) 2539216,2539138;
   ugexammedical@muhs.ac.in
- FOR PG MEDICAL DIPLOMA : (0253) 2539252,
   2539258; pgexammedical@muhs.ac.in
- FOR DMLT: (0253) 2539259;
   pgexammed2@muhs.ac.in