

## OFFICE OF THE REGISTRAR

Department of Information Techonology Navsari Agricultural University

YEARS OF CELEBRATING THE MANATMA

Eru Char Rasta, Dandi Road, Navsari - 396450

Dr. H. R. PANDYA I/C REGISTRAR and Controlling Officer (IT)

OW.No. NAU/REG/IT/118/2020

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Dt. 13/08/2020

### **CIRCULAR**

All the Deans/Principals/Unit heads/Faculty/Staffs and students of NAU are informed that Department of Information Technology has implemented the new features of E-learning facility in NAU E-class portal. Using that e-facility, faculties and students can get the benefit of subjective Exam. Guidelines for the same is attached herewith.

All Deans, Principals and unit heads are requested to inform their respective staff and students to refer the guidelines.

Any faculty and/or student should feel free to contact ITCell through email on itcell@nau.in , if find any difficulty or need support.

I/C. Registrar and Controlling Officer IT
Navsari Agricultural University
Navsari

#### **User Guideline for STAFF Portal**

1. Web View. (www.nau.in -> click on NAU E-Class into browser)





































2. Staff Login Page. click on  $\rightarrow$  Staff Login Link



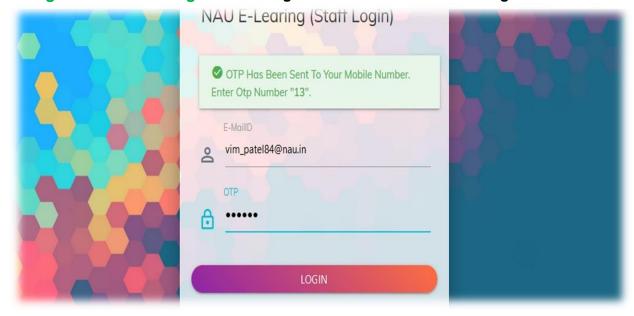
Home Student Login



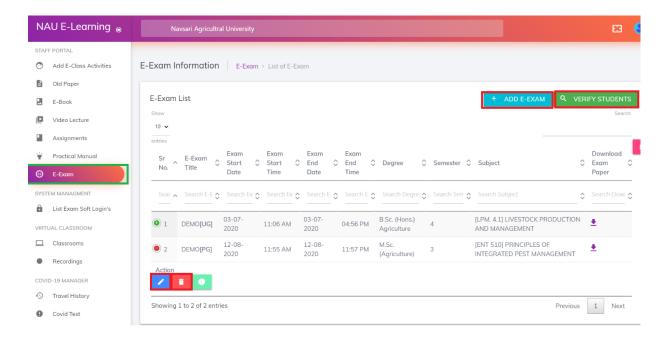
Welcome to NAU-StreamAce



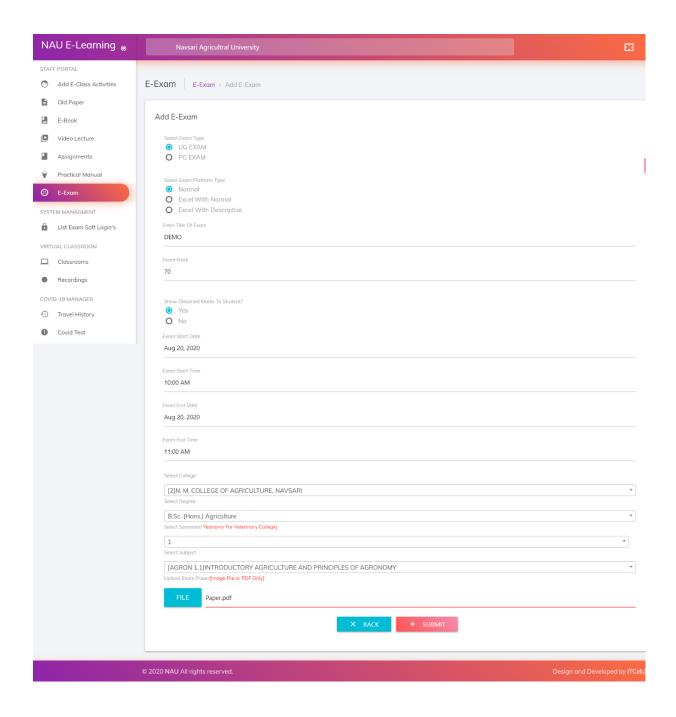
3. Login information Page. Fill the Login information and click on Login button.



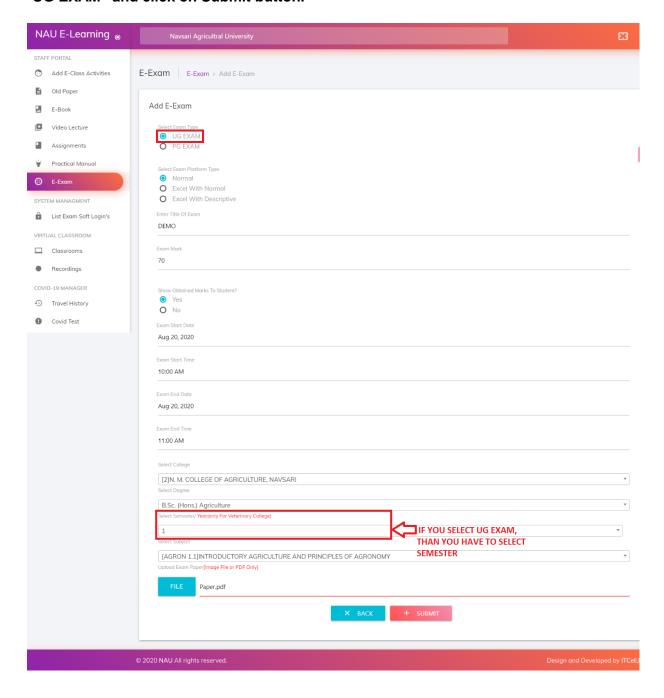
4. E-Exam Page: Click on the E-Exam link from the staff portal menu on the left pane. Click on ADD E-Exam button to add your e-exam and to verify students click on VERIFY STUDENTS button. You can also edit and delete the e-exam by clicking on Edit & Delete button.



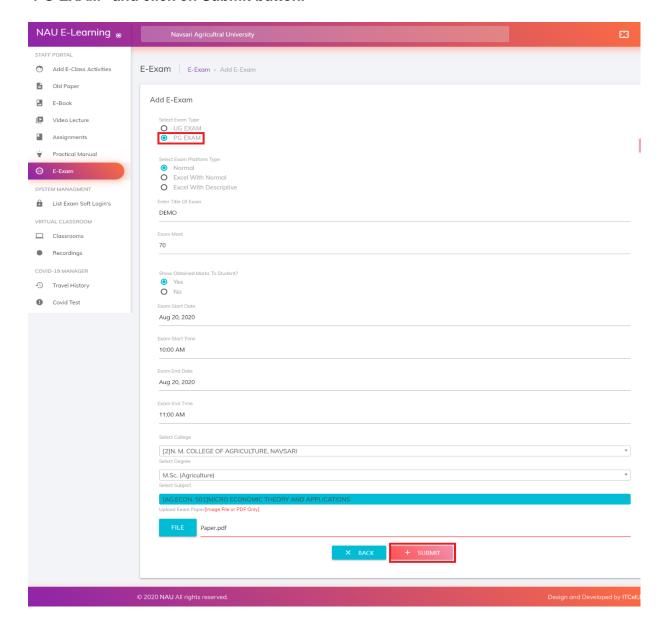
5. Add E-Exam Page: After clicking on AD Fill the E-Exam information and click on Submit button.



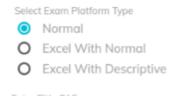
6. Add E-Exam Page (UG Exam): Fill the E-Exam information and select exam type "UG EXAM" and click on Submit button.



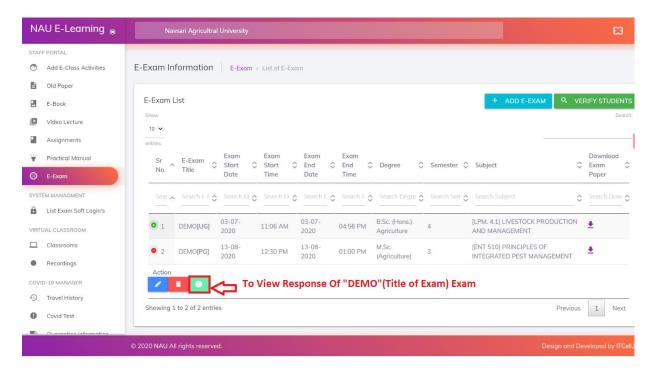
7. Add E-Exam Page (PG Exam): Fill the E-Exam information and select exam type "PG EXAM" and click on Submit button.



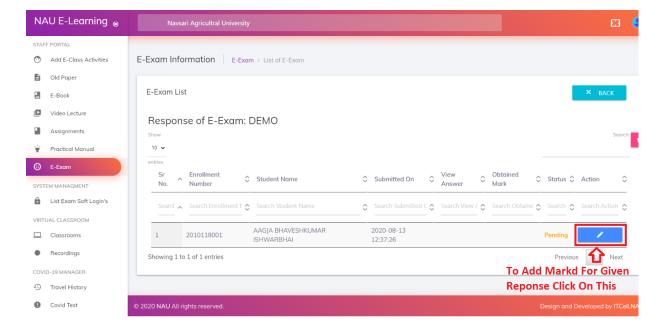
8. Add E-Exam Page (Select Exam Platform Type): There are three type of exam platform "Normal", "Excel With Normal", "Excel With Descriptive".



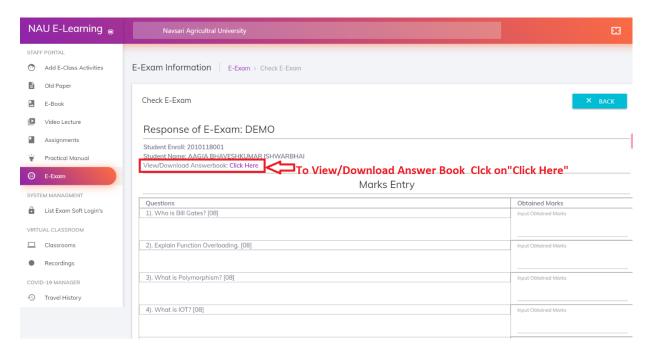
9. View Response of Exams: Click on the button which shown in below Image.



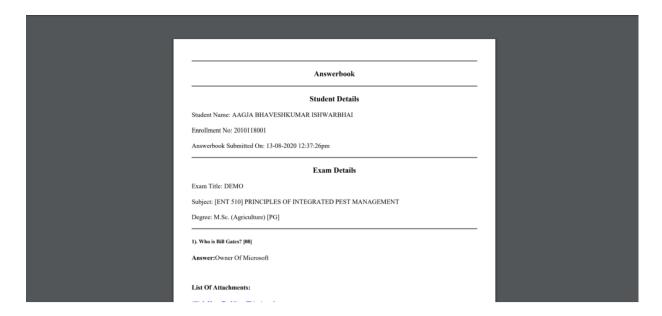
10.List of Response of Exam Page: List of response for Exam. To Add Marks For Particular Student Response Click Button As Shown In Below Image.



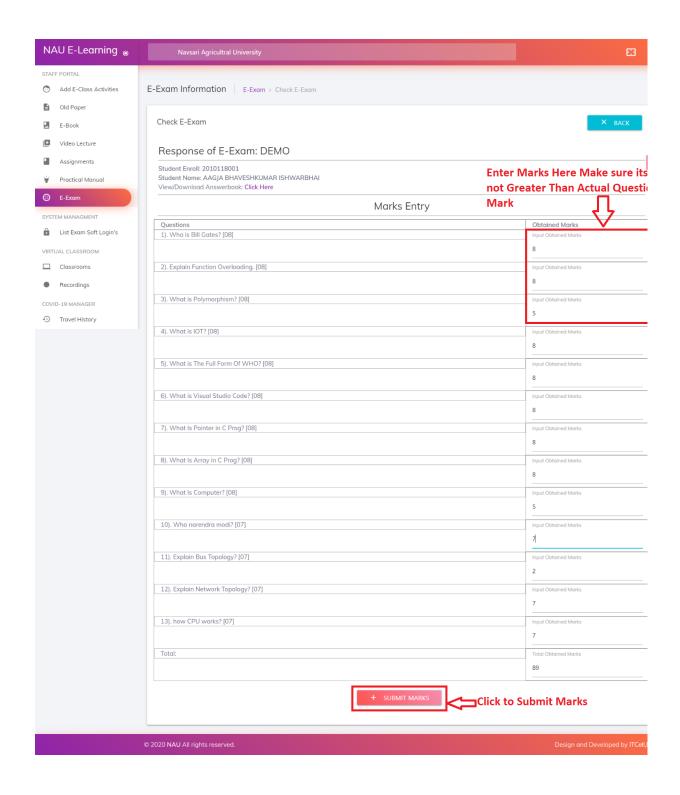
11. View / Download Answer book Page: To View or Download Answer Book Click on Link as Shown in below Image.



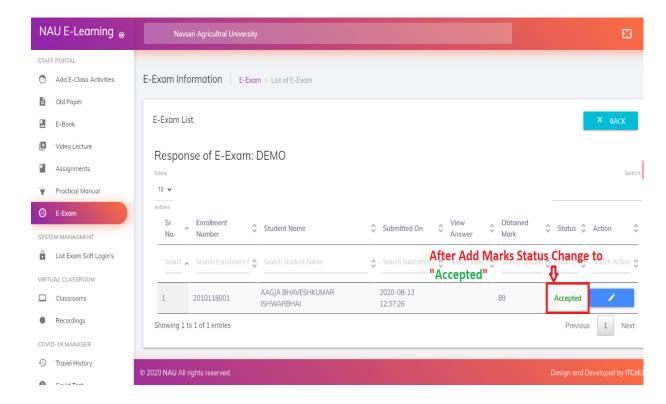
12. View / Download Answer book: View or Download Answer Book submitted by Students.



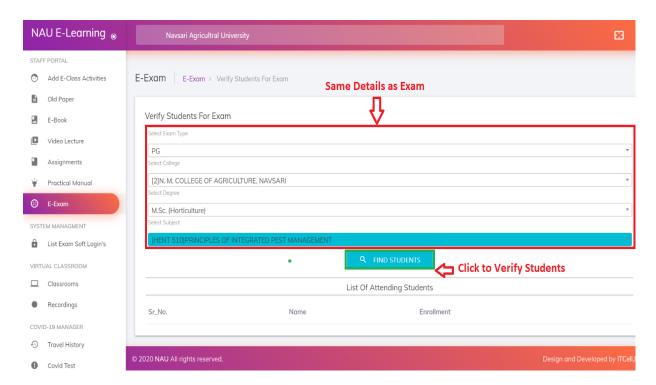
## 13. Add Marks Page: To Fill The in Obtain Marks in Obtain Marks Textbox and to Submit Marks Click on "Submit" Button.



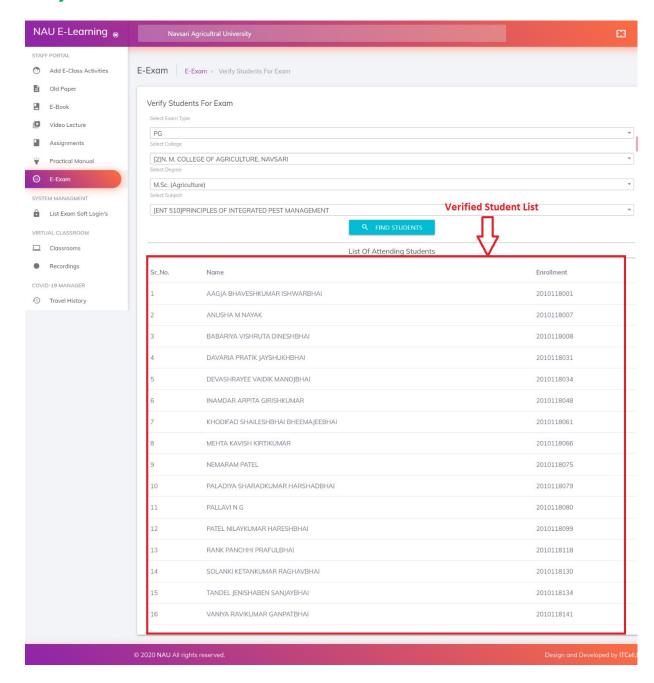
## 14. Response List After Add Exam Marks With Status Page: After Marks is Submitted



## 15. Verify Student Page: To Verify the Student, Fill the same details as exam and Click on "FIND STUDENTS" Button.



#### 16. Verify Student List: Verified Student List.



# Thank You

#### **User Guidelines for Student Portal**

1. Web View. (www.nau.in -> click on NAU E-Class into browser)





































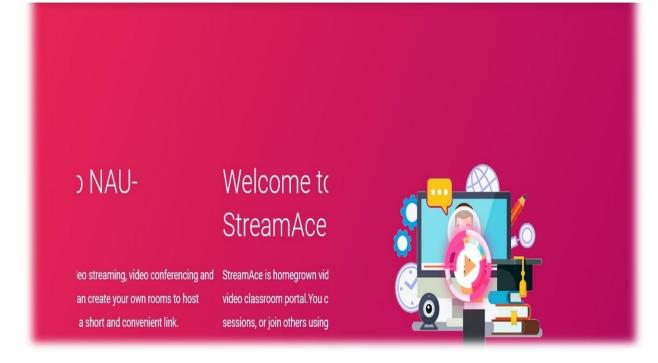
2. Student Login Page. click on → Student Login Link



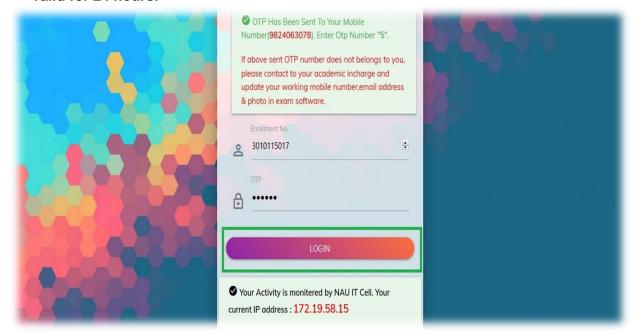
Home



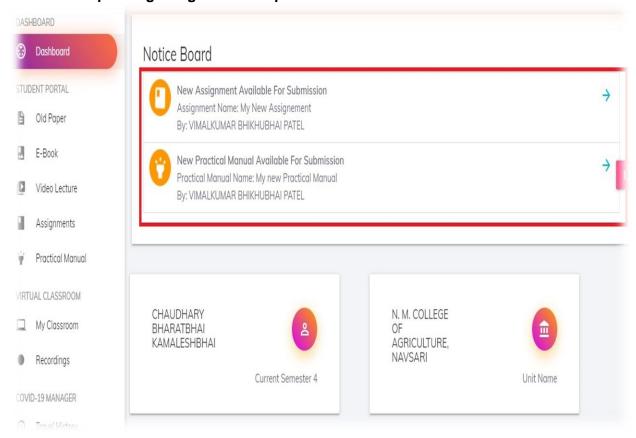
Staff Login



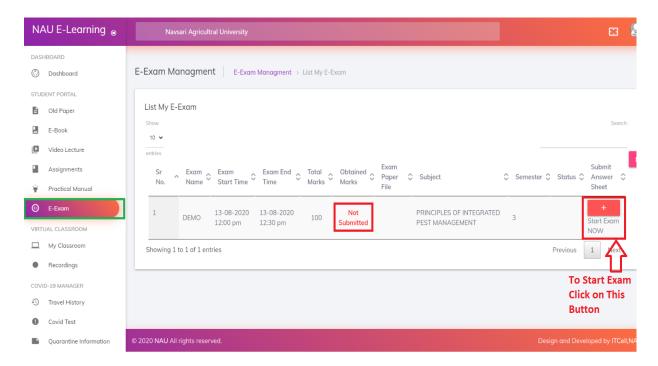
3. Student Login Page for entering OTP. Enter your enrollment no and OTP received on your registered mobile number. Click on login button to login. This OTP will be valid for 24 hours.



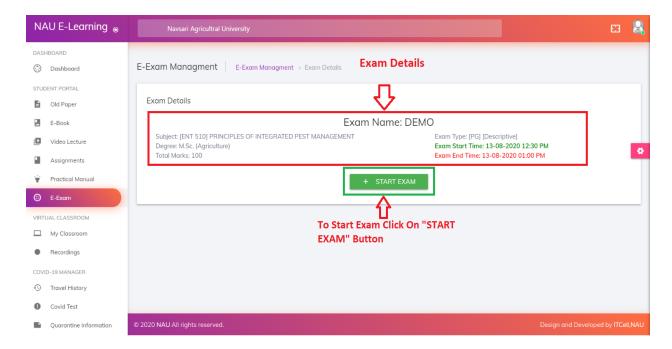
4. Dashboard Page. After logging successfully student dashboard is display which contains pending assignment and practical manual under notice board.



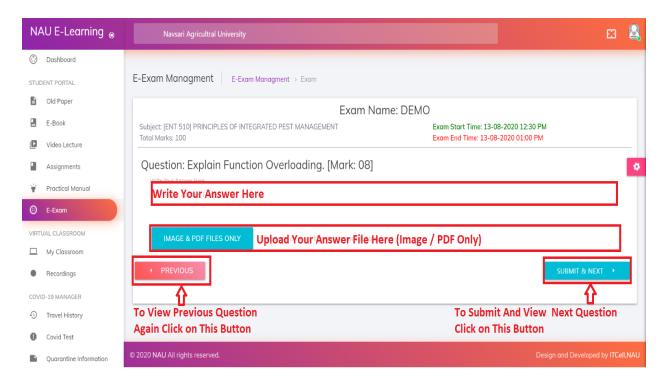
5. E-Exam Page. Select the E-Exam link by clicking on it from the student portal menu on the left pane. List of the Active E-Exam are display. Now click on "Start Exam" button to start Exam.



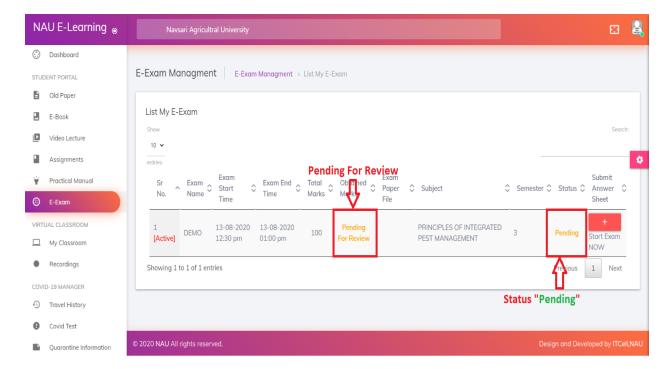
6. Start Exam Page: Check Exam Details (Time, Marks, Subjects, etc.). Now click on "Start Exam" button to Start Exam.



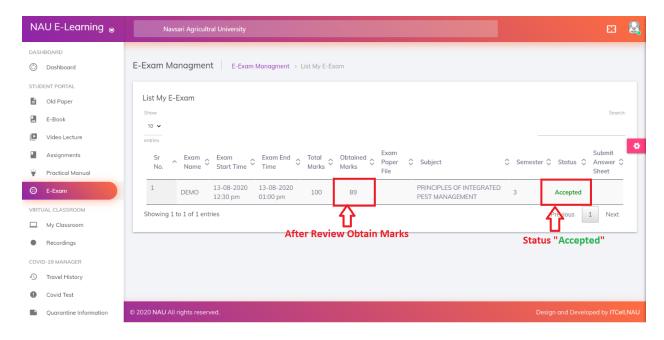
7. Exam Question Page: Write your Answer in answer field as shown below image. Student can also attach their answer with "Image File" or "PDF File". To Submit the Answer And Go to Next Question Click on "SUBMIT & NEXT". To View Previous Question Click on "Previous" Button.



8. E-Exam List Page (Before Review): After Completed the Exam Status is "pending" For Review.



9. E-Exam List Page (After Review): After Reviewed the Exam Status is "Accepted" And View Obtain Marks.



NOTE: There is also another version of exam where you can directly upload your answer sheet in PDF file format.

