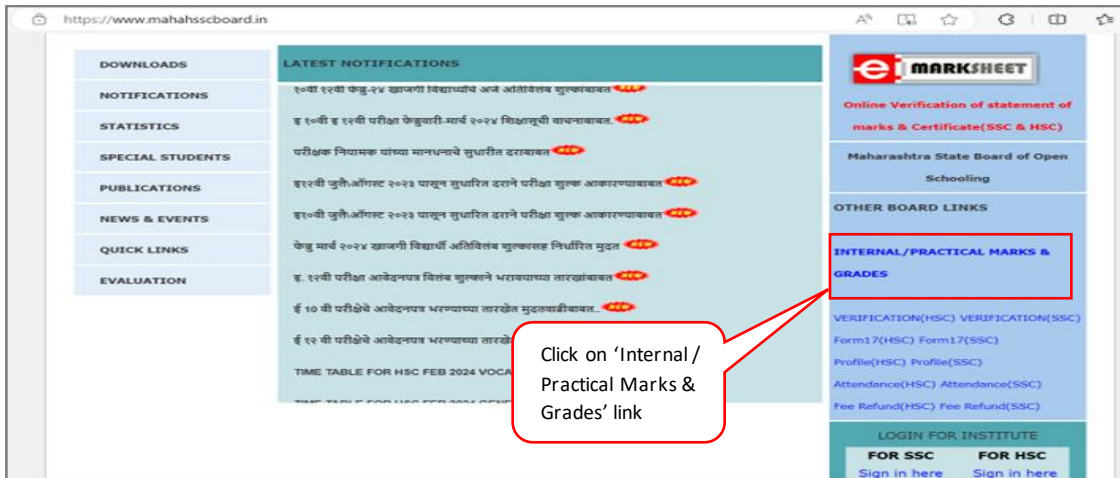


# User Manual

## Internal Assessment Marks Entry Module

Open the website of the state board ([mahahsscboard.in](https://mahahsscboard.in)) and click on the “Internal / Practical Marks & Grades” link to access the Internal Assessment marks entry module, which is available on the right side of the home page of the State Boards official website.

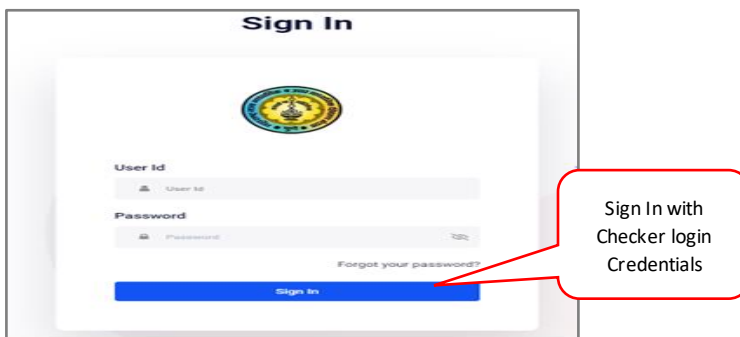


## Login to the Pre-Examination Web Portal

After clicking on the link, a login page will be opened. Users are required to enter their login id and password. Schools / Junior Colleges can use their existing user id and password of current application forms system.

Please note that, login of school / junior colleges can be used by the respective Headmaster / Principal. This login will be used as “**Checker**” login for various activities to be performed in the system.

Based on the type of the users, system will provide the various menus / options which can be used by the users.



If school / junior colleges are logging-in first time in this system, then you are required to submit your valid "Mobile Number and Email id". Kindly enter the valid mobile number and email id. Once the valid mobile number and email id is entered, system will send separate One Time Password (OTP) to mobile number and email id. Users are required to enter the respective OTP to validate the entered mobile number and email id.

## New User Creation (i.e., Maker user)

After login from Checker user (i.e., Principal or Headmaster), checker is required to create some maker user (may be teacher or clerk) for the entry of internal assessment marks. In this system, Maker user are required to enter the marks and sent to checker user. Checker users are required to verify / update the marks entered by the maker user and submit to the Divisional Board.

To create the maker user, click on Admin menu (available on left side of the screen) and select 'Users'. On right side, list of all the existing user (if already created) will be displayed.

Click on "Add New User" button to add new user.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - (J2501003\_1)

USER MASTER  
User Information

Search

Add New User

Click on 'Add New User'

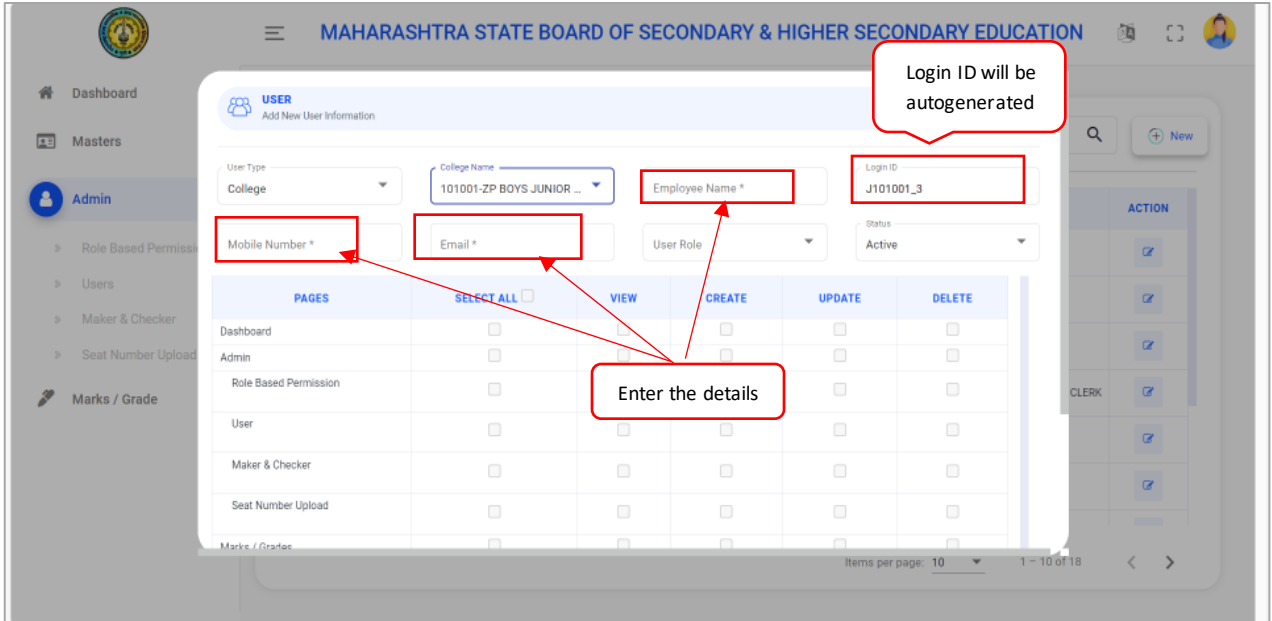
Inside 'Admin' menu click on 'Users' sub-menu

USER TYPE	INSTITUTE	USER NAME	MOBILE NUMBER	EMAIL	ROLE	ACTION
College	SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON	TEST THREE	9176998157	rupeshirabatti@gmail.com	TEACHER	<a href="#">✎</a>
College	SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON	Test Two	9176998157	rupeshirabatti@gmail.com	TEACHER	<a href="#">✎</a>
College	SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON	Test One	9176998157	rupeshirabatti@gmail.com	Principal	<a href="#">✎</a>

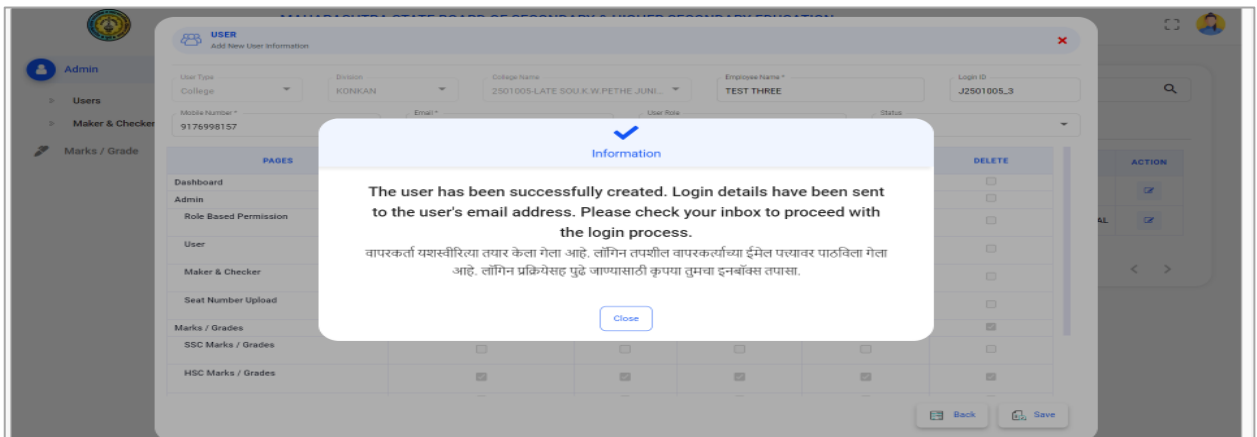
Items per page: 10 1 - 3 of 3

On user creation page, Checker is required to enter required details of maker users such as name of the teacher / clerk in the Employee Name field, valid Mobile Number and Email id of the user and User role. User role can be a teacher or clerk. User type and college name will be displayed by default based on your login details.

Login Id for this newly created user will be autogenerated based on the type of the school / junior college. User Id is generally the index number of the school / junior college and the number of users created so far under the respective school / junior college.



Once the required information is filled, click on “Save” button available on the bottom of the page. Below message will appear, which indicates that the User is created successfully.



The maker user will receive a temporary password on the provided mobile number and email id.

## Creation of Maker & Checker workflow

Once the maker user is created successfully, now the checker is required to create the maker-checker workflow.

To create the maker-checker workflow, go to 'Admin' menu and click on 'Maker & Checker' sub menu.

On the maker & checker page, checker name will be selected by default, which is name of the HM / Principal of the school / junior college.

Select at least one maker by clicking in the check box provided; multiple makers can also be selected. Once, required number of maker users are selected, click on "Save" button to save the maker & checker workflow.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501005 - LATE SOU.K.W.PETHE JUNIOR COLLEGE, MARG TAMHANE - (J2501005\_1)

**MAKER & CHECKER**  
List Of Maker & Checker

Select Activity  
HSC Mark / Grade

**CHECKER**  
Checker Name: TEST ONE  
Checker Login Id: J2501005\_1

**MAKERS LIST**

SELECT	LOGIN ID	NAME
<input type="checkbox"/>	J2501005_3	TEST THREE
<input checked="" type="checkbox"/>	J2501005_2	TEST TWO

Note: At least one maker and one checker is required.

Save

Inside the 'Admin' menu click on 'Maker & Checker'

Select Maker Name from the list

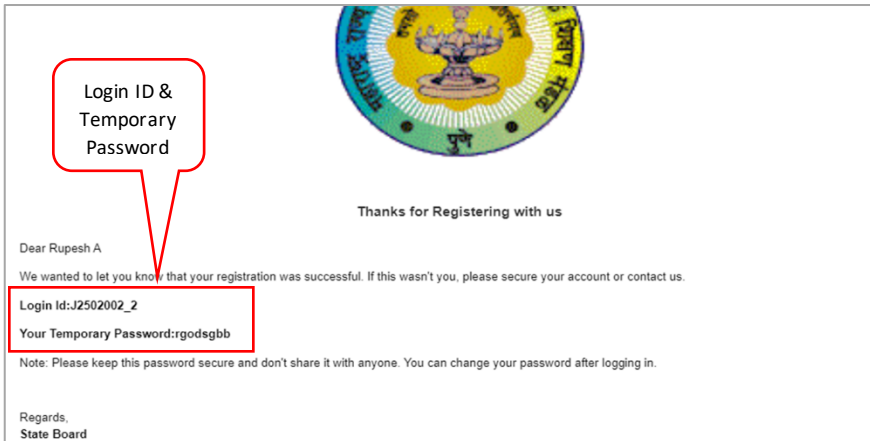
## Marks/ Grade Entry

Maker will receive email and SMS notification (as shown below), where Login Id and Temporary Password (system generated) will be provided. In case the mail is not received, user should also check 'Spam' folder of the mailbox.

The maker user can use these credentials to login into the system.

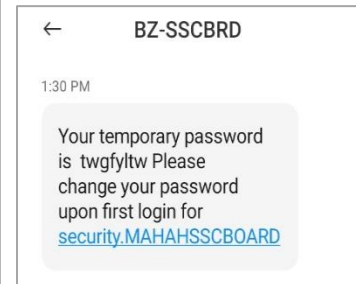
Please note that, maker users are required to change the system generated temporary password upon first time login with personalized, unique, and strong password.

Users are required to change their password regularly.

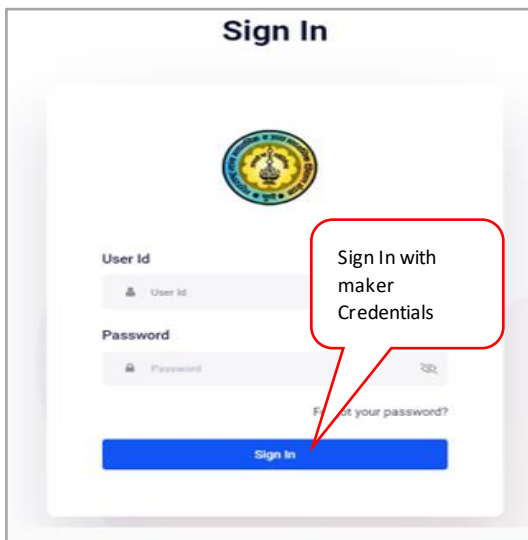


Sample Email

Sample SMS



Maker user can enter these 'User Id' and 'Password' on the login page, as received in the system generated email.



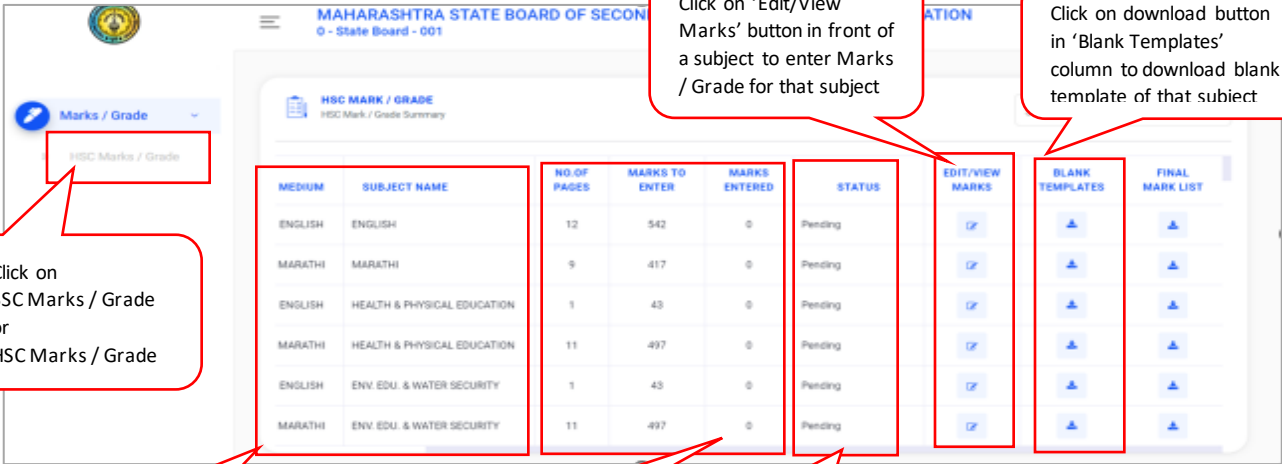
## Internal Assessment Marks Entry Module

Inside Marks/Grade link from the left-hand side menu, click on 'SSC Marks/Grade' (for Schools) or 'HSC Marks/Grade' (for Junior Colleges) to access the functionality of Marks/Grade entry. On this page maker can see all the subjects in their School/Jr. College for which Marks/Grades need to be entered.

Details of Subjects such as Subject Name & Medium are displayed in first two columns. 'Number of pages' column show the total number pages on which marks/grades need to be entered; total 48 seat numbers are displayed on each page. 'Marks to Enter' column shows the total seat numbers for which marks need to be entered by the maker. 'Marks Entered' column show the total seat numbers for which marks/grade entry is done. 'Status' column will show 'Pending' status when marks/grades entry is yet to be started by the maker.

Blank templates are to be used by the Schools/Jr. Colleges to note down the seat number wise Marks/Grades while conducting internal/ practical/oral examinations. To download Blank Templates of the subjects, click on download button in the 'Blank Templates' column.

Maker has to perform the marks/grades entry task by referring to the seat number wise marks/grades noted down on blank templates while conducting internal/practical/oral examinations. To enter Marks/Grade for a particular subject, maker has to click on 'Edit/View Marks' button provided in front of that subject.



Click on 'Edit/View Marks' button in front of a subject to enter Marks / Grade for that subject

Click on download button in 'Blank Templates' column to download blank template of that subject

Click on SSC Marks / Grade or HSC Marks / Grade

MEDIUM	SUBJECT NAME	NO. OF PAGES	MARKS TO ENTER	MARKS ENTERED	STATUS	EDIT/VIEW MARKS	BLANK TEMPLATES	FINAL MARK LIST
ENGLISH	ENGLISH	12	542	0	Pending	[Edit/View Marks]	[Download]	[Download]
MARATHI	MARATHI	9	417	0	Pending	[Edit/View Marks]	[Download]	[Download]
ENGLISH	HEALTH & PHYSICAL EDUCATION	1	43	0	Pending	[Edit/View Marks]	[Download]	[Download]
MARATHI	HEALTH & PHYSICAL EDUCATION	11	497	0	Pending	[Edit/View Marks]	[Download]	[Download]
ENGLISH	ENV. EDU. & WATER SECURITY	1	43	0	Pending	[Edit/View Marks]	[Download]	[Download]
MARATHI	ENV. EDU. & WATER SECURITY	11	497	0	Pending	[Edit/View Marks]	[Download]	[Download]

Details of Subjects for which marks / grades to be entered will be shown here

Number of pages and total marks to be entered will be shown here

Status will be shown as 'Pending' (before starting Marks / Grade entry process)

Sample Blank Template pdf file is shown below. School/Jr. College need to take printouts of the same to note down the seat number wise marks/grades during internal/practical/oral examinations.



 <b>MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE</b> ORAL/INTERNAL/PRACTICAL MARK LIST IN MARK Entry For The Subject : 013-ENGLISH (MARCH-2024)						
H.S.C EXAM	DIVISION CODE-NAME	JR. COLL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.	
2-HSC	9-KONKAN	2501005	1-ENGLISH	20	00001	
SR.NO.	SEAT NO.	MARKS		SR.NO.	SEAT NO.	MARKS
01	W005228			25	W005252	
02	W005229			26	W005253	
03	W005230			27	W005254	
04	W005231			28	W005255	
05	W005232			29	W005256	
06	W005233			30	W005257	
07	W005234			31	W005258	
08	W005235			32	W005259	
09	W005236			33	W005260	
10	W005237			34	W005261	

Details visible on the Marks / Grade entry page are as shown below

**MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION**  
0 - State Board - 001

**HSC MARKS / GRADE**  
Add HSC Marks / Grade

**MARKS ENTRY FOR THE SUBJECT : 013-ENGLISH (MARCH-2024)**

Total Marks On This Page : 48    Total No.of Absent On This Page : 0    Total No.of Pending Marks On This Page : 48    Total No.Of Errors On This Page : 0

H.S.C EXAM	DIVISION CODE-NAME	SCHOOL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.
2-HSC	1-PUNE	1101001	1-ENGLISH	20	00001

SR.NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS
01	P045310	MARK		
02	P045323	MARK		
03	P045329	MARK		
04	P045337	MARK		
25	P045434	MARK		
26	P045436	MARK		
27	P045440	MARK		
28	P045441	MARK		

Callouts:  
 - Name of subject and Exam session  
 - Details of marks/grades entered on this page  
 - Exam related codes & Marks Out of are displayed  
 - List of pages can be accessed from here

Maker has to enter Marks/Grades in the box provided in front of each seat number by referring the seat number wise marks/grades noted on blank templates during the conduction of internal/practical/oral examinations. Maker has to enter marks/grades without making any mistakes; maker has to ensure correctness of marks/grades entered. 'System Error/Status' column displays any errors/warnings such as error for more than out of marks entered, error for marks/grade entry box left blank, warning for student marked absent, etc.

**MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION**  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - J2501003\_2

**HSC MARKS / GRADE**  
Add HSC Marks / Grade

**MARKS ENTRY FOR THE SUBJECT : 013-ENGLISH (MARCH-2024)**

Total Marks On This Page : 30    Total No.of Absent On This Page : 1    Total No.of Pending Marks On This Page : 0

H.S.C EXAM	DIVISION CODE-NAME	SCHOOL NO.	MEDIUM CODE-NAME	MARKS OUT OF
2-HSC	9-KONKAN	2501003	1-ENGLISH	20

SR.NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS
01	W002918	12		
02	W002920	12		
03	W002921	12		
04	W002922	12		
05	W002926	12		
06	W002927	12		
25	W002952	AA		Warning : Marked As Absent
26	W002954	31	N	Invalid: Marks must be between 00 to 20 or 0
27	W002959	12		
28	W002961	12		
29	W002962	12		
30	W002963	12		

Callouts:  
 - Enter marks against each seat number  
 - 'Tab' and 'Shift + Tab' buttons can be used to move cursor UP and DOWN  
 - System Errors / Status warnings will be shown in this column

Total Marks On This Page : 48    Total No.of Absent On This Page : 0    Total No.of Pending Marks On This Page : 0    Total No.Of Errors On This Page : 0

Note:  
 (1)- "Send For Approval" button will be activated only after marks are entered without any errors.  
 (2)- Marks cannot be changed after sending for checker approval. view only access.

Buttons: Back, Save, Send For Checker Approval

Callout: Click on 'Save' button to save the marks entered on this page



Click on next page number to go to that page and continue the Marks Entry process. Maker should make sure that the 'Green Tick' appears next to the page number, which indicates that the marks entered on that page are without any errors.

H.S.C EXAM	DIVISION CODE-NAME	SCHOOL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.
2-HSC	9-KONKAN	2501003	1-ENGLISH	20	00001 ✓
01	W002841	12	25	W002883	12
02	W002842	12	26	W002884	12
03	W002845	12	27	W002885	12
04	W002846	12	28	W002887	12
05	W002848	12	29	W002888	12
06	W002849	12	30	W002889	12

For the subject where grades need to be entered, maker needs to select the appropriate grade from the dropdown in front of each seat number.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE

HSC MARKS / GRADE  
Add HSC Marks / Grade

GRADE ENTRY

Total Marks On This Page : 48

& PHYSICAL EDUCATION (MARCH-2024)

Valid Marks On This Page : 48

Total No.Of Errors On This Page : 0

H.S.C EXAM	SCHOOL NO.	MEDIUM CODE-NAME	SEAT NO.	GRADE	SYSTEM ERROR/STATUS
2-HSC	2501003	2-MARATHI	00005	VALID GRADE	
01	W002841		W002883		
02	W002842		26	W002884	
03	W002845		27	W002885	
04	W002846		28	W002887	
05	W002848		29	W002888	
06	W002849		30	W002889	

'Send For Checker Approval' button will be activated only after all mark/grade entries have been completed without any errors, click on 'Send For Checker Approval' button to send the Marks Entered of the subject to the Checker. Maker cannot make any changes to the marks entered after the marks are sent to Checker for approval.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - J2501003\_2

HSC MARKS / GRADE  
ADD HSC Marks / Grade

MARKS ENTRY FOR THE SUBJECT : 013-ENGLISH (MARCH-2024)

Total Marks On This Page : 48    Total No.of Absent On This Page : 0    Total No.of Pending Marks On This Page : 0    Total No.Of Errors On This Page : 0

H.S.C EXAM		DIVISION CODE-NAME		SCHOOL NO.		MEDIUM CODE-NAME		MARKS OUT OF		PAGE NO.	
2-HSC		9-KONKAN		2501003		1-ENGLISH		20		1	
SR. NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS		SR. NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS	
01	W002841	12				25	W002883	12			
02	W002842	12				26	W002884	12			
03	W002845	12				27	W002885				
04	W002846	12				28	W002887				
05	W002848	12				29	W002888				
06	W002849	12				30	W002889				

Ensure that all the pages have tick mark before sending for approval to checker

Total Marks On This Page : 47    Total No.of Absent On This Page : 0    Total No.of Pending Marks On This Page : 0    Total No.Of Errors On This Page : 0

Note:  
 (1)- "Send For Approval" button will be activated only after all marks/grades entries have been completed without any error.  
 (2)- Marks cannot be changed after sending for checker approval. View-only access is available.

Click on 'Send for Checker Approval'

Back    Save    Send For Checker Approval

A pop-up message will appear warning maker that no changes can be made once the marks entered for the subject are sent for Checker's approval. Maker should click on 'Yes' if the marks entered are correct or else click on 'No' and edit the marks entered.

18	W002871	11			42	W002907	11		
19	W002873	11			43	W002908	11		
20	<p style="text-align: center;">? Information</p> <p style="text-align: center;">Are you sure you want to submit these Marks / Grade records for approval to the checker?</p> <p style="text-align: center;">Note: लक्षात ठेवा की एकदा मंजूरीसाठी पाठवल्यानंतर, सर्व गुण/श्रेणी केवळ वाचनीय होतील आणि तुम्ही आणखी कोणतेही बदल करू शकणार नाही.</p>								
21									
22									
23									
24									

Click on 'Yes' If marks entered are correct

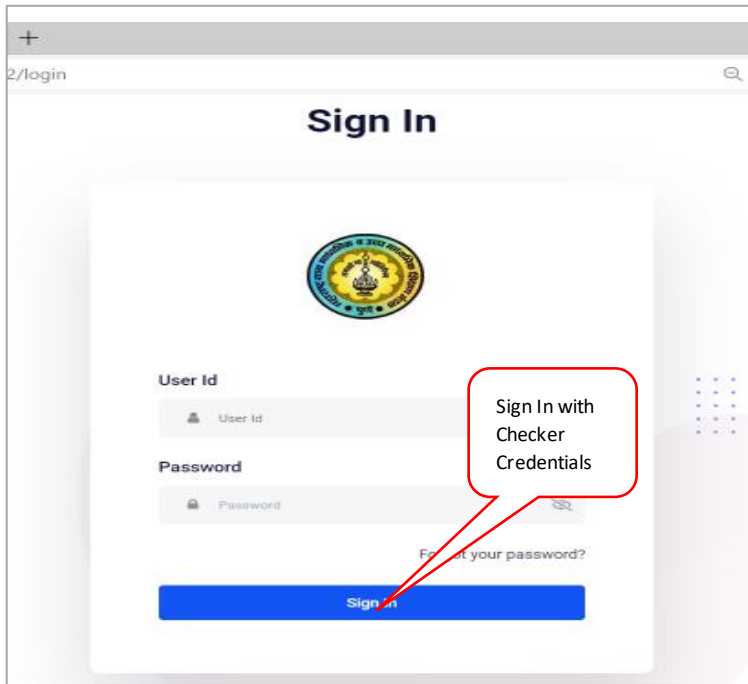
Yes    No

Else, Click on 'No' and edit the marks entered

Note: "Send For Approval" button will be activated only after all mark/grade entries have been completed without any errors.

## Checker Validation and Approval Process

On the login page enter 'User ID' and 'Password' of 'Checker' (Principal/Headmaster) of the School/Junior College



Inside Checker login in HSC Marks / Grade (for colleges) or SSC Marks / Grade (for schools), the status 'Sent for Approval' will be displayed for the subject which is sent by maker for approval of the checker.

Checker needs to click on 'Edit / View Marks' button provided in front of that subject

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - (J2501003\_1)

### HSC MARK / GRADE

HSC Mark / Grade Summary

SUBJECT CODE	PAPER	MEDIUM	SUBJECT NAME	NO. OF PAGES	MARKS TO ENTER	MARKS ENTERED	STAT	EDIT/VIEW MARKS	BLANK TEMPLATES	FINAL MARK LIST
01	3	ENGLISH	ENGLISH	2	78	78	Sent for Approval			
02	3	MARATHI	MARATHI	2	78	0	Pending			
30	-	MARATHI	HEALTH & PHYSICAL EDUCATION	2	78	0	Pending			
31	-	MARATHI	ENV. EDU. & WATER SECURITY	2	78	0	Pending			
40	3	ENGLISH	MATHEMATICS & STATISTICS	2	78	0	Pending			
54	3	ENGLISH	PHYSICS	2	78	0	Pending			
55	3	ENGLISH	CHEMISTRY	2	78	0	Pending			
56	3	ENGLISH	BIOLOGY	2	78	0	Pending			

Note: "Send For Board Approval" button will be activated only after all subject marks/grades have been approved by the checker

Principal / Headmaster, as a checker, shall check marks entered against all the seat numbers for correctness and shall click in the check box provided at the bottom of the page having instruction “All above marks/grades have been validated and approved.” After this checker shall click on the ‘Save’ button

**MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION**  
2501005 - LATE SOU.K.W.PETHE JUNIOR COLLEGE, MARG TAMHANE - (J2501005\_1)

19	W021084	19
20	W021085	19
21	W021086	19
22	W021087	19
23	W021088	19
24	W021089	19

Note: 1. AA = ABSENT 2. HH = HUNDRED MARKS

Total Marks On This Page : 47    Total No. of Absent On This Page : 0    Total No. of Pending Marks On This Page : 0    Total No. Of Errors On This Page : 0

All above marks/grades have been validated and approved.  
Note: (1) Marks cannot be changed after sending for board approval. View-only access is available.

Checker shall check marks of all seat numbers for correctness (1)

Checker shall click in the check box given to validate and approve the page (2)

Click on 'Save' button (3)

After validating and saving the page by Checker, ‘Page Approved’ message will appear next the page number in the page selection drop down, this message indicates that the marks on the page are checked and validated by the Principal / Headmaster (as a checker).

Checker shall repeat the checking and validation process on next page.

**MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION**  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - (J2501003\_1)

HSC MARKS / GRADE  
Add HSC Marks / Grade

**MARKS ENTRY FOR THE SUBJECT : 013-ENGLISH (MARCH-2024)**

Total Marks On This Page : 48    Total No. of Absent On This Page : 0    Total No. of Pending Marks On This Page : 0

H. S. C EXAM	DIVISION CODE-NAME	SCHOOL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.
2-HSC	9-KONKAN	2501003	1-ENGLISH	20	

SR.NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS
01	W002841	12		
02	W002842	12		
03	W002845	12		
04	W002846	12		
05	W002848	12		
06	W002849	12		

SR.NO.	SEAT NO.	MARKS
25	W002883	12
26	W002884	12
27	W002885	12
28	W002887	12
29	W002888	12
30	W002889	12

Filter: 00001 ✓ Page Approved, 00002 ✓

'Page Approved' message will appear after validating the page (1)

Repeat the validation & approval process on next page (2)

In case if the Principal / Headmaster, as a checker, makes any changes in the marks/grades entered by the maker, then to validate the change in the marks/grades, the checker has to again click in the check box provided at the bottom of the page having instruction “All above marks/grades have been validated and approved.” After this checker shall click on the ‘Save’ button.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501005 - LATE SOU.K.W.PETHE JUNIOR COLLEGE, MARG TAMHANE - (J2501005\_1)

19	W021084	19				43	W021112	19			
20	W021085	19				44	W021113	19			
21	W021086	15				45	W021114	19			
22	W021087	19				46	W021115	19			
23	W021088	19				47	W021119	19			
24	W021089	19									

AA = ABSENT 2. HH = HUNDRED MARKS

Total Marks On This Page : 47    Total No. of Absent On This Page : 0    Total No. of Pending Marks On This Page : 0    Total No. Of Errors On This Page : 0

All above marks  
Note: (1) Marks cannot be  
Checker shall click in the check box given to validate and approve the page  
ly access is available.

Click on 'Save' button

Back Save

When Principal/Headmaster, as a Checker, checks and validates each page in the particular subject, ‘Page Approved’ message will be shown against all the pages in that subject.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - (J2501003\_1)

HSC MARKS / GRADE  
Add HSC Marks / Grade

MARKS ENTRY FOR THE SUBJECT : 013-ENGLISH (MARCH-2024)

Total Marks On This Page : 48    Total No. of Absent On This Page : 0    Total No. of Pending Marks On This Page : 0    Total No. Of Errors On This Page : 0

H. S.C EXAM	DIVISION CODE-NAME	SCHOOL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.
2-HSC	9-KONKAN	2501003	1-ENGLISH	20	

SR.NO.	SEAT NO.	MARKS	VALID	SYSTEM ERROR/STATUS
01	W002841	12		
02	W002842	12		
03	W002845	12		
04	W002846	12		
05	W002848	12		
06	W002849	12		

SR.NO.	SEAT NO.	MARKS
25	W002883	12
26	W002884	12
27	W002885	12
28	W002887	12
29	W002888	12
30	W002889	12

Filter  
00001 Page Approved  
00002 Page Approved

'Page Approved' message will appear against all pages

## Sending All Subjects for Board's Approval

When Principal / Headmaster, as a Checker, checks and validates each page in the subject, the status 'Approved By Checker' will be displayed for the subject.

When all the subjects are approved by the checker, 'Send To Board Approval' button will be activated, by clicking on this button the Principal / Headmaster of the School/Junior College should sent the marks/grades entered, approved and validated for all the subjects to the Board.

The screenshot shows the 'HSC MARK / GRADE' interface. A table lists subjects with columns for Subject Code, Paper, Medium, Subject, Marks to Enter, Marks Entered, and Status. The status for all subjects is 'Approved By Checker'. A 'Send To Board Approval' button is visible at the bottom right. Three callouts provide instructions: 1. 'Approved By Checker' status will appear for the subject validated by Checker. 2. When All the subjects are 'Approved by Checker'. 3. Then, 'Send To Board Approval' button will be activated, Click on this button to Send all subjects for Boards Approval.

SUBJECT CODE	PAPER	MEDIUM	SUBJECT	NO. OF PAGES	MARKS TO ENTER	MARKS ENTERED	STATUS	EDIT / VIEW MARKS	BLANK TEMPLATES	FINAL MARK LIST
01	3	ENGLISH	ENGLISH	2	78	78	Approved By Checker			
02	3	MARATHI	MARATHI	2	78	78	Approved By Checker			
30	-	MARATHI	HEALTH & PHYSICAL EDUCATION	2	78	78	Approved By Checker			
31	-	MARATHI	ENV. EDU. & WATER SECURITY	2	78	78	Approved By Checker			
40	3	ENGLISH	MATHEMATICS & STATISTICS	2	78	78	Approved By Checker			
54	3	ENGLISH	PHYSICS	2	78	78	Approved By Checker			
55	3	ENGLISH	CHEMISTRY	2	78	78	Approved By Checker			
56	3	ENGLISH	BIOLOGY	2	78	78	Approved By Checker			

Note: "Send For Board Approval" button will be activated only after all subject marks/grades have been approved by the checker.

A pop-up message will appear warning Checker that no changes can be made once the marks entered for the subject are sent for Board's approval. Checker should click on 'Yes' if the marks entered are correct or else click on 'No' and edit the marks entered.

The screenshot shows the same 'HSC MARK / GRADE' interface with a confirmation dialog box overlaid. The dialog box asks: 'Are you sure you want to submit these Marks / Grade records for approval to the Board?'. It includes a note in Marathi: 'लक्षात ठेवा की एकदा मंजूरीसाठी पाठवल्यानंतर, सर्व गुण/श्रेणी केवळ वाचनीय होतील आणि तुम्ही आणखी कोणतेही बदल करू शकणार नाही.' There are 'Yes' and 'No' buttons. Two callouts provide instructions: 'Click on 'Yes' If marks entered are correct' and 'Else, Click on 'No' and edit the marks entered'. The 'Send To Board Approval' button is visible at the bottom right.

Note: "Send For Board Approval" button will be activated only after all subject marks/grades have been approved by the checker.

Status of all the subjects will change to 'Sent for Board Approval', when the Checker has sent the marks/grades for Board's approval

After submitting the marks/grades for Board's Approval, Principal/Headmaster should download Final Mark List from the button provided against each subject and should submit the hard copies of the same with signature and school/junior college stamp to the concerned Divisional Board.

MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION  
2501003 - SHIRGAON HIGH SCHOOL & JUNIOR COLLEGE, SHIRGAON - (J2501003\_1)

HSC MARK / GRADE  
HSC Mark / Grade Summary

SUBJECT CODE	PAPER	MEDIUM	SUBJECT NAME	NO. OF PAGES	MARKS TO ENTER	MARKS ENTERED	STATUS	EDIT/VIEW MARKS	BLANK TEMPLATES	FINAL MARK LIST
01	3	ENGLISH	ENGLISH	2	78	78	Sent for Board Approval			
02	3	MARATHI	MARATHI	2	78	78	Sent for Board Approval			
30	-	MARATHI	HEALTH & PHYSICAL EDUCATION	2	78	78	Sent for Board Approval			
31	-	MARATHI	ENV. EDU. & WATER SECURITY	2	78	78	Sent for Board Approval			
40	3	ENGLISH	MATHEMATICS & STATISTICS	2	78	78	Sent for Board Approval			
54	3	ENGLISH	PHYSICS	2	78	78	Sent for Board Approval			
55	3	ENGLISH	CHEMISTRY	2	78	78	Sent for Board Approval			
56	3	ENGLISH	BIOLOGY	2	78	78	Sent for Board Approval			

Note: "Send For Board Approval" button will be activated only after all subject marks/grades have been approved.


Status will change to 'Sent for Board Approval'

Sent for Board Approval

FINAL MARK LIST

Download and submit physical copies of Final Mark List with signature and School/Junior College stamp to concerned Divisional Board

Final Marks List pdf file is as shown below; School/Junior College need to submit the signed and stamped physical copy of the same to the concerned Divisional Board.

 <b>MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE</b> ORAL/INTERNAL/PRACTICAL MARK LIST IN MARK Entry For The Subject : 013-ENGLISH (MARCH-2020)						Final Copy
H.S.C EXAM	DIVISION CODE-NAME	JR.COLL NO.	MEDIUM CODE-NAME	MARKS OUT OF	PAGE NO.	
2-HSC	9-KONKAN	2501003	1-ENGLISH	20	00001	
SR.NO.	SEAT NO.	MARKS	SR.NO.	SEAT NO.	MARKS	
01	W002841	12	25	W002883	12	
02	W002842	12	26	W002884	12	
03	W002845	12	27	W002885	12	
04	W002846	12	28	W002887	12	
05	W002848	12	29	W002888	12	
20	W002874	12	44	W002909	12	
21	W002876	12	45	W002913	12	
22	W002879	12	46	W002915	12	
23	W002880	12	47	W002916	12	
24	W002882	12	48	W002917	12	

Note: 1. AA = ABSENT 2. HH = HUNDRED MARKS

Full Signature & Date Name Sign Date Internal Examiner	Full Signature & Date Name Sign Date External Examiner	Sign Of Head Of Institute With Stamp
--	--	--------------------------------------

Disclaimer: School / Junior colleges should note that, marks for Internal Assessment submitted through Online System shall only be considered for final evaluation.

Wednesday, January 17, 2020 12:28:14 AM GMT+5:30

Disclaimer is provided highlighting that marks / grades submitted online will be considered for final evaluation

Time stamp is provided

School/Jr. College needs to affix Principal/Headmaster signature and School/Jr. College stamp