# How To Download Student's Report Card

- 1. Login ERP
- 2. Click on Examination Management
- 3. Select Marksheet T2
- 4. Select Class, Batch and Section.
- 5. Select Exam name Term I or Term II

6. Select include marks if you want to print both term report card then select both.

Dashboard		Print M	ark Shee	et								~
Academic Setting	+	Cou	irse	IV	↓ Batch	Fourth	✓ Section	в		, Sort by	RollNo	~
Course Management	nt +	Exa	m (	Torm II	Includ	le POTH	Working	0		Lindate PrintAll	Seard SMS	
Student Managemen	nt +	Nar	ne	Termin	Marks	BOTH	Days	0			a sector description of the	
Fees Management	+					Term I						
Attendance Manager	ement <sub>+</sub>	Print	t Actual	D.	Print G	irade	ho & Print Highest	Show	Form	Select-	- *	
			L MCLUDI									
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Front Desk Managen	ment <sub>+</sub>	Atte	ndance	Attend	lance	Discipline	Marks	Footer Grand Total				
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# 6. Click on Result, Inline Skill and Co-Scholastic and Inline Co-Scho & Discipline

Print N	1ark Shee	t								$\sim$
Co Exa Na	urse am me	IV Term II	<ul> <li>✓ Batch</li> <li>✓ Include Marks</li> </ul>	Fourth	<ul> <li>Section</li> <li>Working Days</li> </ul>	B 0	List	Sort by Jpdate PrintAll	RollNo Send SMS	~
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	Sr No	Reg No	Student Name	WorkingDays	Result	ŀ	Attendance	Remarks		Action
	1	2015208	Akshay Kumar	0.00			0.00	ls a keen learner. up	Keep it	Print
	2	2015097	Arnav Saini	0.00			0.00	Is capable of achi higher grades.	eving	Print

#### 7. select format

Format for Classes I to 10 is Six to eight either class is I or II or III or IV or any other class I to 10 select only Six to Eight format.

Cοι	irse	IV	~	Batch	Fourth	~	Section	в		Sort by	RollNo	
Exa Nai	im me	Term II	*	Include Marks	BOTH	~	Working Days	0	List	Update PrintAll	Send SMS	
Drin Atte	t Actual endance	D Print B Attend	ilank lance	Print Grade	✔ Inline Co-Scl Discipline	ho &	 Print Highest Marks	Sho Foo Gra Tot	Forn ow oter and tal	Six To Ei	ight 🗸	
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	rint Result	Print G Right	rand Total Student N	Show Footer GTotal Seperat	e Co-Scholasti	nd c Result			Attendance	Remarks		Action
	rint Result Sr No 1	Print G Right Reg No 2015208	<b>Student N</b> Akshay Ku	Show Footer GTotal Seperat	WorkingDays	nd c Result			Attendance	Remarks	r.Keep it	Action
	Sr No 1 2	Print G Right 2015208 2015097	<b>Student N</b> Akshay Ku Arnav Sain	Show Footer GTotal Seperat	e VorkingDays	nd c Result			Attendance	Remarks       Is a keen learner up       Is capable of ach higher grades.	.Keep it	Action Print Print

#### 9. For Class XI and XII select XI XII option-2 format

10. Enter the Result and Remarks in the text box and click on update.

11. Click on Print all button if you want to download all report card of class at once.

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Cou	irse	IV	↓ Batch	Fourth	✓ Section B	3 🗸	Sort by RollNo	~
Exa Nar	m ne	Term II	V Include Marks	BOTH	✓ Working Days 0	List	Update PrintAll Send SMS	
D Prin Atte	t Actual ndance	D Print B Attend	Print Grad lank ance	e Inline Co-Sci Discipline	ho & Print Highest Marks	Grand Form	at Six To Eight 🗸	)
Pr	rint Result	Print G Right	rand Total Show Footer GTotal Speer	Inline Skill a co-Scholast	and	Total		
✓Pr	rint Result Sr No	Print G Right	rand Total Show Footer GTotal Seper	ate Co-Scholast	nnd ic Result	Total Attendance	Remarks	Action
Pr	rint Result Sr No 1	Print G Right Reg No 2015208	rand Total Show Footer GTotal Seper Student Name Akshay Kumar	VorkingDays	Result Promoted to Class V	Attendance       0.00	Remarks Congratulations !	Action
	Sr No 1 2	Print G Right Reg No 2015208 2015097	rand Total Show Footer GTotal Seper Student Name Akshay Kumar Arnav Saini	WorkingDays	Result Promoted to Class V Promoted to Class V	Attendance           0.00           0.00	Remarks       Congratulations !       Congratulations !	Action Print Print

## **12.** for single report card click on print button

		Model Town, Panipat-132103 Email: info@mkkschool.com, website: www.mkkschool.com (Session : 2020-21)									Destination		Save as PDF	
		Progress Report									\ \			
Studer	nt's Name	A	kshay	Kumar		Roll	No	1						
Father	's Name	S	andee	p Kumar		Class/Section IV / B Adm. No 2015208					Pages	All		•
Mothe	r's Name	S	uman											
Date o	f Birth	02/08/2011												
Scholastic Area		Term	d.				Term				Pages per sheet	1		-
Subjects	Periodic	Subject	Portfol	io Term	Total	Periodic	Subject	Portfoli	o Term	Tota				
Juspects	(10)	(5)	(5)	(80)	(100)	(10)	(5)	(5)	(80)	(100)				
English	10	4	4	64	82	8	5	5	60	78	Margins	Def	ault	*
Maths	10	4	3	78	95	9	4	3	72	88				
Science	10	4	4	78	96	9	3	3	70	85				
SST	8	4	4	70	86	10	4	4	74	92	Options		Background graphic	s
Health	Elements Art Education and Physical Edu Work Experience	T ication	A A A	A A A	Di	Elema scipline [On a 5-p scal	ents ioint (A-E) gradii [e]	ng .	rmi T	A				
Result: Pro	omoted to Cla Ner	ss V							Ρ	rincipa				
													Adtiv	vate V

### 13. Click on save as PDF.