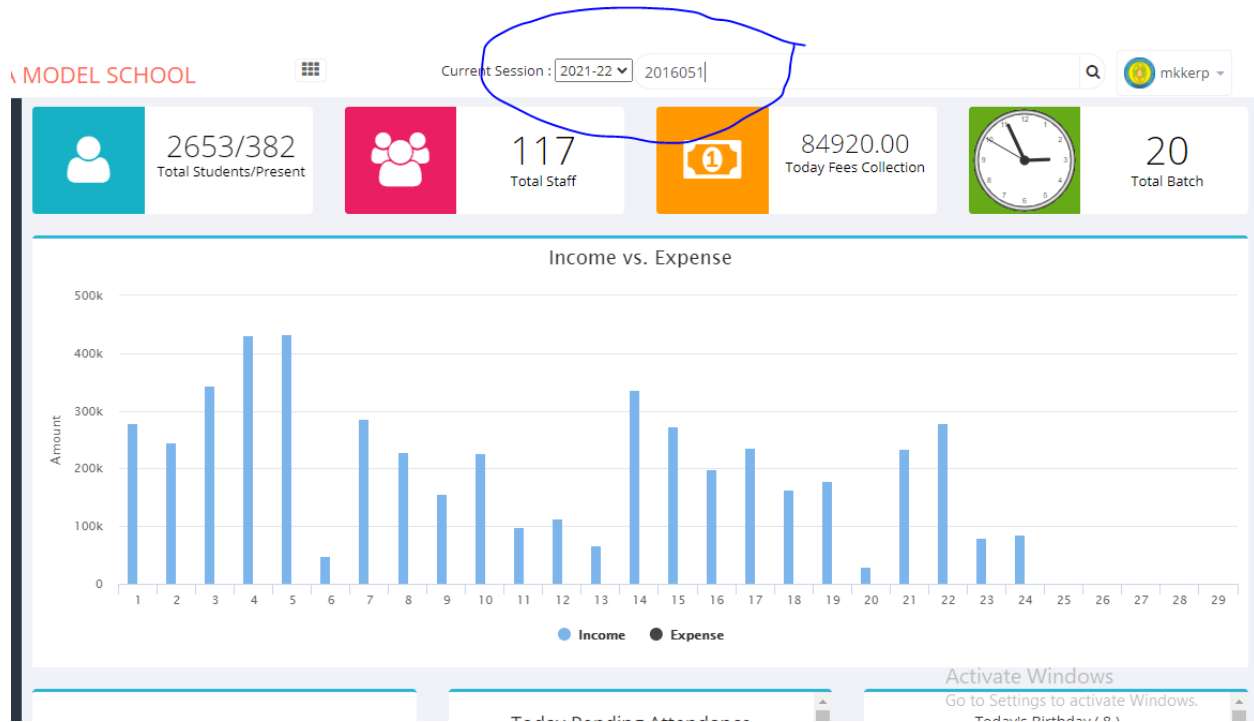


How To Enter PTM Record

1. Login ERP

2. Simple search student by adm no in search box.



3. Click on student profile

The screenshot shows the student search results page. At the top, there are search filters: 'All Students', 'Search By' (Reg No), 'Course' (--Select--), 'Batch', 'Section', 'From Date', 'To Date', 'By Admission Date', and 'Send Sms To Selected'. Below the filters, there is a table with 10 columns: Sr No, Student Name, Reg No, Roll No, CourseName, Section, Mobile, Father Name, Remarks, Image, and Actions. The table contains one entry for a student named Lakshay Luthra. The 'Actions' column for this entry has buttons for 'Edit', 'Profile', 'Admission Form', and 'In-Active'. A watermark 'Activate Windows' is visible at the bottom right.

Sr No	Student Name	Reg No	Roll No	CourseName	Section	Mobile	Father Name	Remarks	Image	Actions
1	Lakshay Luthra	2016051	24	V	B	9728344442	Ashok			Edit Profile Admission Form In-Active

4. Click on PTM Tab

The screenshot displays a user profile for Lakshay Luthra with the following details:

- Roll No : 24
- Email ID :
- Mobile No : 9728344442
- Status : Active (with a Send Sms button)

The navigation menu includes: Academic, Personal, Guardians, Fees, TimeTable, Update Fees, FeesHistory, **PTM** (circled in blue), Sms, Indiscipline, Document, and Transport.

The PTM section contains the following fields and information:

- PTM Date:
- PTM Attend By:
- Remarks:
- Buttons: Add
- Date: 05/06/2021
- Attend By: Mother
- Text: Parents are satisfied

System messages at the bottom right:

- IP Camera14_nvr5 Invalid encryption key. Go to camera interface to modify encryption key and retry.
- Activate Windows: Go to Settings to activate Windows.

The Windows taskbar at the bottom shows the time as 2:56 PM and the language as ENG.

5. Select PTM Date, PTM Attend By and Enter remarks and Click on ADD.

6. Click on Result, Inline Skill and Co-Scholastic and Inline Co-Scho & Discipline

Course IV **Batch** Fourth **Section** B **Sort by** RollNo
Exam Name Term II **Include Marks** BOTH **Working Days** 0

Print Actual Attendance
 Print Blank Attendance
 Print Grade
 Inline Co-Scho & Discipline
 Print Highest Marks
 Show Footer Grand Total
 Format --Select--

Print Result
 Print Grand Total Right
 Show Footer GTotal Seperate
 Inline Skill and Co-Scholastic

<input type="checkbox"/>	Sr No	Reg No	Student Name	WorkingDays	Result	Attendance	Remarks	Action
<input type="checkbox"/>	1	2015208	Akshay Kumar	0.00		0.00	Is a keen learner.Keep it up	<input type="button" value="Print"/>
<input type="checkbox"/>	2	2015097	Arnav Saini	0.00		0.00	Is capable of achieving higher grades.	<input type="button" value="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.

Course IV **Batch** Fourth **Section** B **Sort by** RollNo
Exam Name Term II **Include Marks** BOTH **Working Days** 0

Print Actual Attendance
 Print Blank Attendance
 Print Grade
 Inline Co-Scho & Discipline
 Print Highest Marks
 Show Footer Grand Total
 Format Six To Eight

Print Result
 Print Grand Total Right
 Show Footer GTotal Seperate
 Inline Skill and Co-Scholastic

<input type="checkbox"/>	Sr No	Reg No	Student Name	WorkingDays	Result	Attendance	Remarks	Action
<input type="checkbox"/>	1	2015208	Akshay Kumar	0.00		0.00	Is a keen learner.Keep it up	<input type="button" value="Print"/>
<input type="checkbox"/>	2	2015097	Arnav Saini	0.00		0.00	Is capable of achieving higher grades.	<input type="button" value="Print"/>
<input type="checkbox"/>	3	2015085	Laksh Arora	0.00		0.00	Can perform much better.	<input type="button" value="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.

Print All Report Sheet

Course: IV Batch: Fourth Section: B Sort by: RollNo

Exam Name: Term II Include Marks: BOTH Working Days: 0

List Update **PrintAll** Send SMS

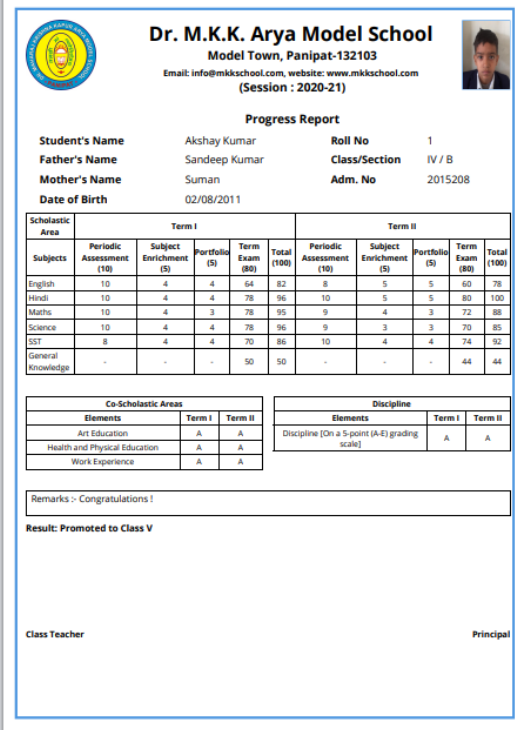
Print Actual Attendance
 Print Blank Attendance
 Print Grade
 Inline Co-Scho & Discipline
 Print Highest Marks
 Show Footer Grand Total

Print Result
 Print Grand Total Right
 Show Footer GTotal Seperate
 Inline Skill and Co-Scholastic

Format: Six To Eight

Sr No	Reg No	Student Name	WorkingDays	Result	Attendance	Remarks	Action
1	2015208	Akshay Kumar	0.00	Promoted to Class V	0.00	Congratulations !	Print
2	2015097	Arnav Saini	0.00	Promoted to Class V	0.00	Congratulations !	Print
3	2015085	Laksh Arora	0.00	Promoted to Class V	0.00	Congratulations !	Print

12. for single report card click on print button



Dr. M.K.K. Arya Model School
Model Town, Panipat-132103
Email: info@mkkkschool.com, website: www.mkkkschool.com
(Session : 2020-21)

Progress Report

Student's Name: Akshay Kumar Roll No: 1
Father's Name: Sandeep Kumar Class/Section: IV / B
Mother's Name: Suman Adm. No: 2015208
Date of Birth: 02/08/2011

Scholastic Area	Term I				Term II			
	Periodic Assessment (10)	Subject Enrichment (5)	Portfolio (5)	Term Exam (80)	Periodic Assessment (10)	Subject Enrichment (5)	Portfolio (5)	Term Exam (80)
English	10	4	4	64	8	5	5	60
Hindi	10	4	4	78	10	5	5	80
Maths	10	4	3	78	9	4	3	72
Science	10	4	4	78	9	3	3	70
SST	8	4	4	70	10	4	4	74
General Knowledge	-	-	-	50	50	-	-	44

Co-Scholastic Areas: Art Education (A, A), Health and Physical Education (A, A), Work Experience (A, A)

Discipline: Discipline (On a 5-point (A-E) grading scale) (A, A)

Remarks: Congratulations !

Result: Promoted to Class V

Class Teacher: _____ Principal: _____

Print 1 page

Destination: **Save as PDF**

Pages: All

Pages per sheet: 1

Margins: Default

Options: Background graphics

Save Cancel

13. Click on save as PDF.