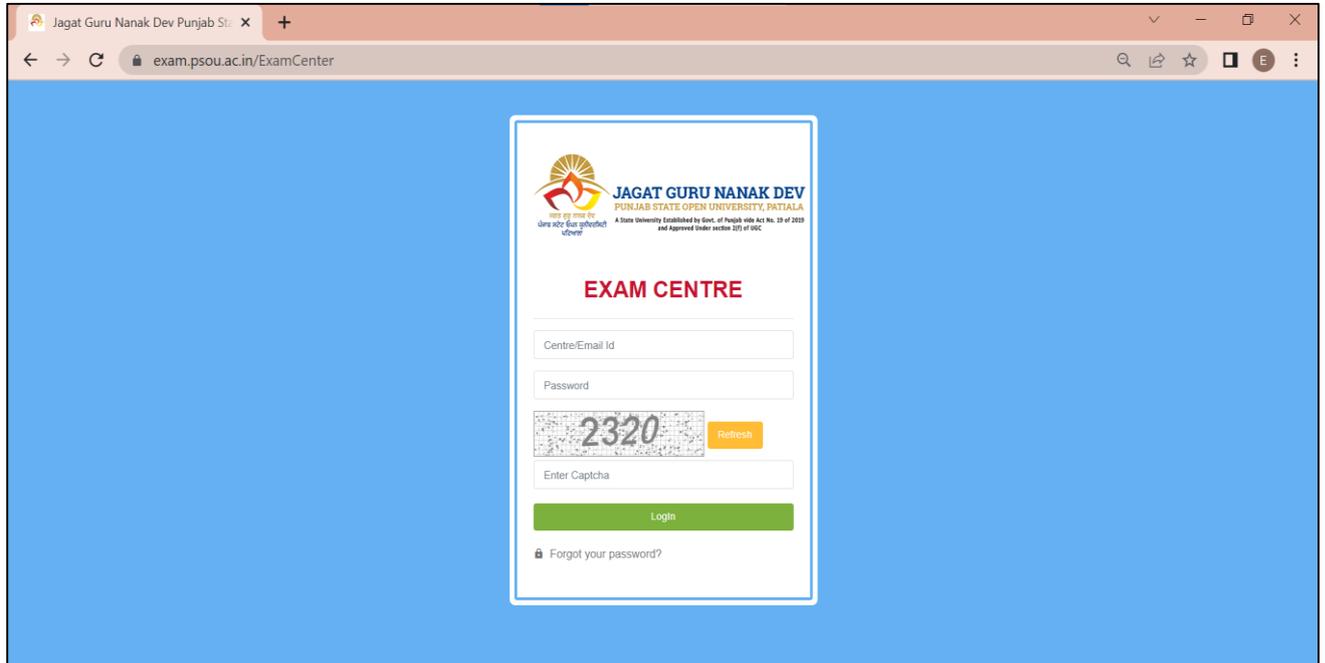


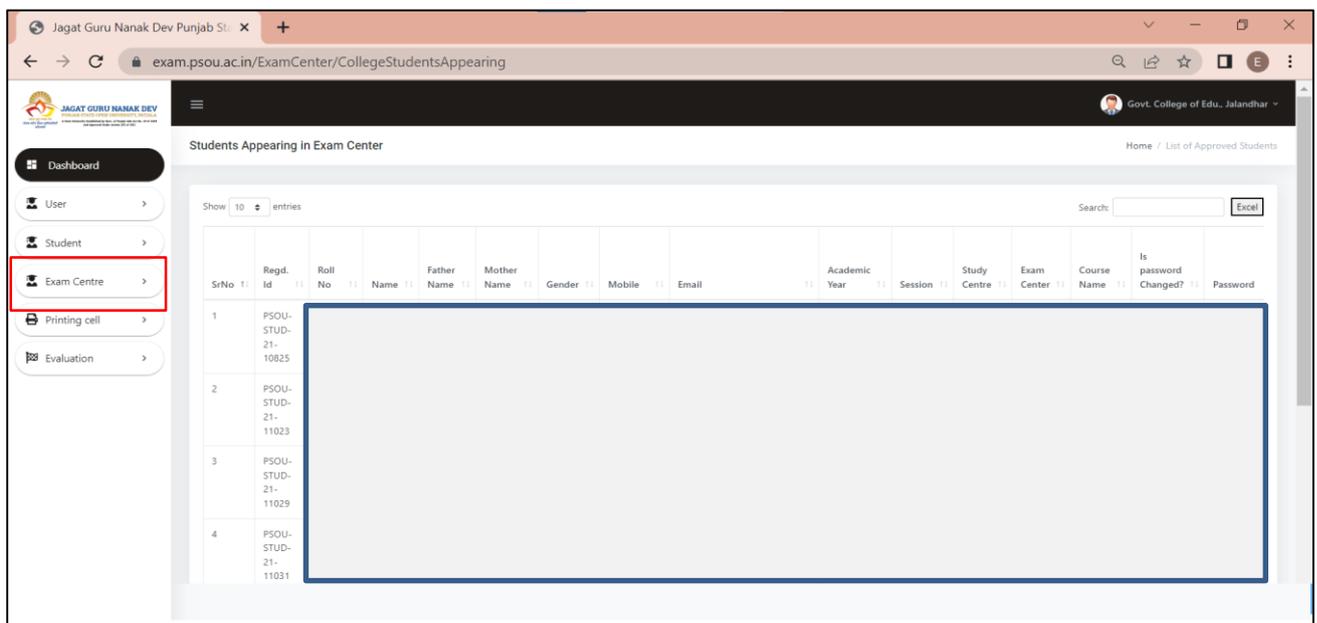
EXAMINATION PORTAL (EXAM CENTRE MODULE) CONDUCT OF EXAMS

1. Open the exam portal using your admission login credentials (Centre Id and Password) -> <https://exam.psou.ac.in/ExamCenter>



2. Click on Exam Centre -> Students Appearing

- a. Exam Centre can see the detail of all students appearing of exam in their exam Centre.



3. Click on Exam Centre -> Programme Allocated

- a. Exam Centre can see the detail of all Programmes exam to be conducted in their centre.

The screenshot shows the 'List of Courses Opted' page. The left sidebar has a red box around the 'Exam Centre' menu, with 'Programme Allocated' selected. The main content area displays a table with the following data:

SrNo	Programme	Total Student	Semester
1	Certificate Course in Organic Farming	50	1
2	Certificate Course in Creative Writing and Content Development	41	1

4. Click on Printing Cell -> Download Question Paper

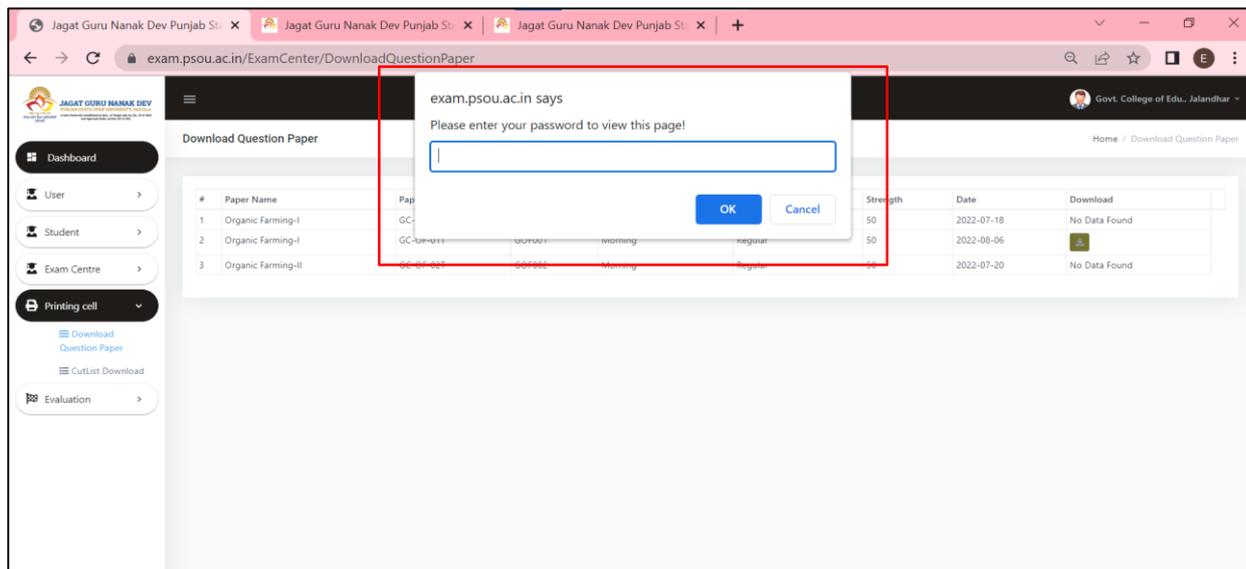
- a. Exam Centre can download the question paper

The screenshot shows the 'Download Question Paper' page. The left sidebar has a red box around the 'Printing cell' menu, with 'Download Question Paper' selected. The main content area displays a table with the following data:

#	Paper Name	Paper Code	Paper Id	Paper Session	Student Type	Strength	Date	Download
1	Organic Farming-I	GC-OF-01T	GOF001	Morning	Regular	50	2022-07-18	No Data Found
2	Organic Farming-I	GC-OF-01T	GOF001	Morning	Regular	50	2022-08-06	
3	Organic Farming-II	GC-OF-02T	GOF002	Morning	Regular	50	2022-07-20	No Data Found

5. Click on Printing Cell -> Download Question Paper

- Enter password to open the question paper received on SMS/Email of Chief Coordinator/Principal



6. Click on Printing Cell -> Cut list Download

- Enter Academic Year, Session, Course, Semester and Paper.
- Click on Generate Cut list.
- It will show you Secrecy memo cum Attendance Sheet for Exam - (Aug-2022).
- Click on print button.

