Misc Confgurations

Practicals - Adding New Practical in Master

Any KV Admin can add new practical that is not listed in the system. However, the entry needs to be approved by moderators before it can be used by any KV. A practical added in the system and approved by the moderator can be used by all KVs in the portal.

The following information needs to be provided for adding a practical in the system.

1. Class - If a practical is applicable in more than 1 class, (say XI and XII), it needs to be added separately as 2 different entries for both classes.

2. Subject - Subject needs to be selected from the list of subjects available. Only scoring subjects are listed.

3. Type - One of Practical/Project/Activity should be selected.

4. Short Code - A 6 Digit Code should be assigned to the practical. This code will be displyed in reports. The code should be unique in the system for that particluar class.

5. Title - A title within 50 Characters should be provided. This will be the common name of the practical.

6. Description - Detailed description of the Practical. It should elaborate the practical to avoid any ambiguity.

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