CBSE CCE Software

Version: 14.3

CBSE CCE Software REG: Separate Assessment pattern for Primary Classes and Secondary Classes.

CBSE CCE Software UNI: Assessment Pattern of Primary Classes on the Pattern Similar to Secondary Classes.

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Why this software....?

Are you and your teachers spending lots of their valuable time on preparation of CCE result?

Are teachers finding it difficult to calculate and convert marks and grades as per CCE Guidelines?

Are you putting lots of energy and time on training the teachers – how to prepare CCE report cards?

Are teachers committing lots of mistakes in manual calculations and conversion?

Is your school still giving traditional & hand written Report Cards to parents?

Do you fade up with costly and complex software available in the market for CCE result preparation?

netbit has the

Salient Features of CBSE CCE Software

Simple and Easy GUI
The visual design of the software is so simple and easy that a person with basic knowledge of computer can understand how to operate the software.

No Chance of Error
Software will not accept invalid data at the time of data entry itself. Entire calculation and conversion of marks to grades are automatic which leave no chance of error.

Customization of Application
Various components needed for the CCE result preparation can be customized in the software viz. Grade Range, Maximum Marks for tests and assessments etc.

Automated Report Card Generation
Most of the schools are using some Excel Worksheet. In these worksheets, data entry, navigation from one component to another, printing report card etc are very difficult. CBSE CCE Software offers best solution for printing Report Cards and Mark/Grade Slips.

Use & ENJOY

Result Analysis
As a head of the institution you may need to analyze the result of a particular class e.g. how many students have secured A1 grade in Hindi and so on. This kind of result analysis can be performed in a single click.

Easy to Install and Use
It does not require any installation. Simply unzip the folder in a desired folder and run the exe file "**CBSE CCE Software**". However, in some computer you many encounter error message due to absence of few DLL and OCX file. In that case install "**netbit Essential.exe**" in your computer.

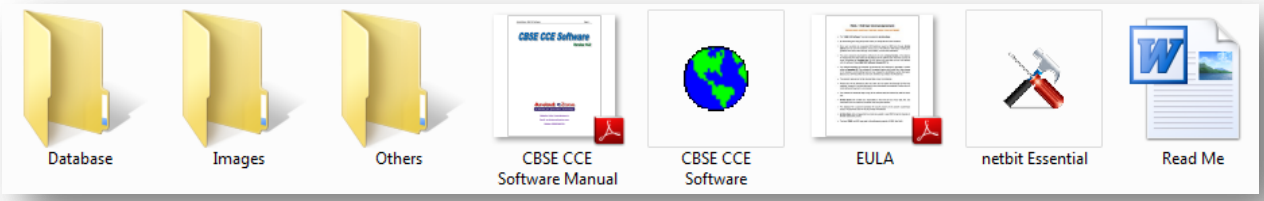
Report Card / Documents in Word Format
CBSE CCE Software generate Report Cards and Mark / Grade Slip and other relevant documents in Microsoft Word format which gives freedom to user to modify information as per their wish.

How to use ....?

Users are advised to download and use the DEMO version [software without Product Key work as demo version] first and explore the various features of the software. In the DEMO version few hypothetical data [Class 2-A, 6-A and 10-A] has been entered so that a user can understand the software. A DEMO Version means the software with invalid "Product Key" or without "Product Key". When you entered a valid "**Product Key**", your copy of software automatically become **Full Version**.

After exploring all its features and components if you find this software suitable for your need then you can go for purchase of "**Product Key**" from us to make your software valid and FULL Version. If you find this software not suitable then immediately remove / uninstall this software from your computer.

When you download this software from our website, a zipped file will be downloaded. Unzip it [you can use WinRAR.exe to unzip]. Inside the folder you will see the following files and folders.



Double Click on "**CBSE CCE Software.exe**" to start the software. Login as Administrator [Administrator Password: **admin**, User Password: **user**] and explore the software. If you see any "**Class not registered error**" then install **netbit Essential.exe** in your computer. [Please read instruction how to install netbit Essential.exe.]

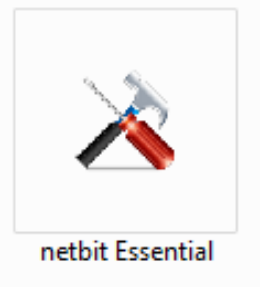
Default Passwords:

Administrator: **admin** User: **user**

[Note: These passwords can be changed by the users]

Install netbit Essential

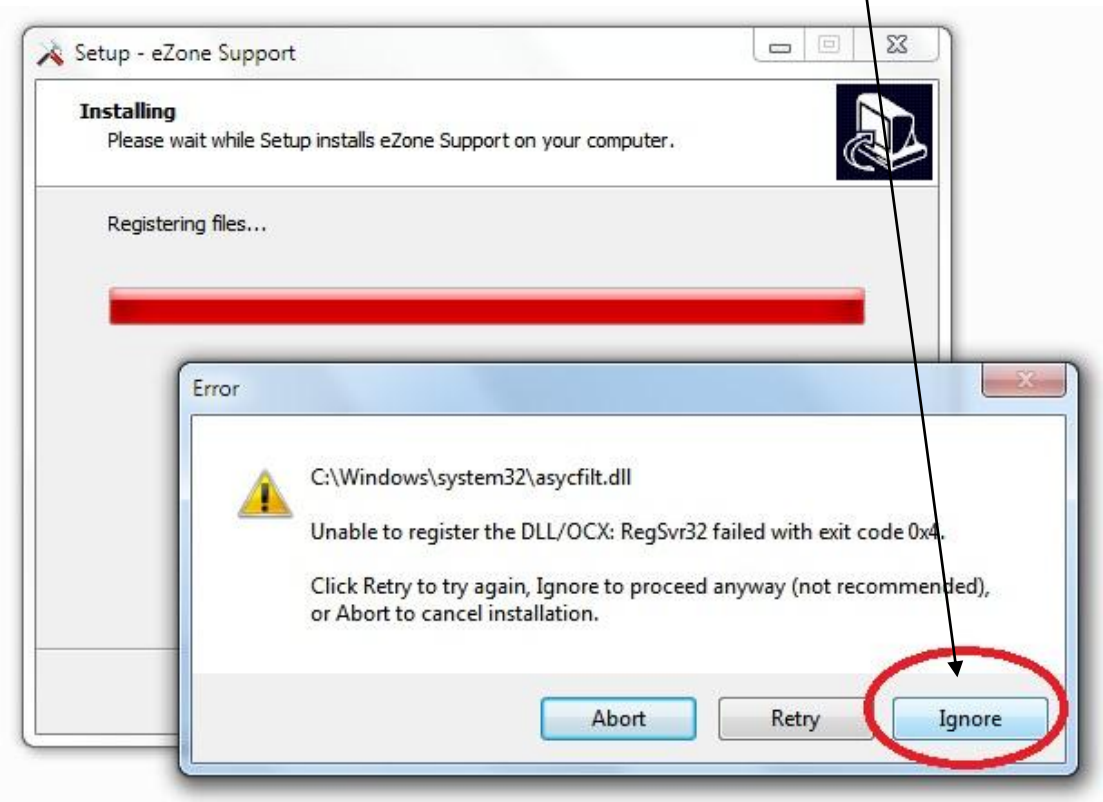
CBSE CCE software has been developed on Visual Basic 6 platform. It uses Microsoft Access 2003 database. While developing the software few DLL, OCX files were used which may not be present in your system. In that case, CBSE CCE Software will not run properly and it will give an error – "**Class not registered**".



To solve this problem you have to install and register DLL and OCX files by the following method.

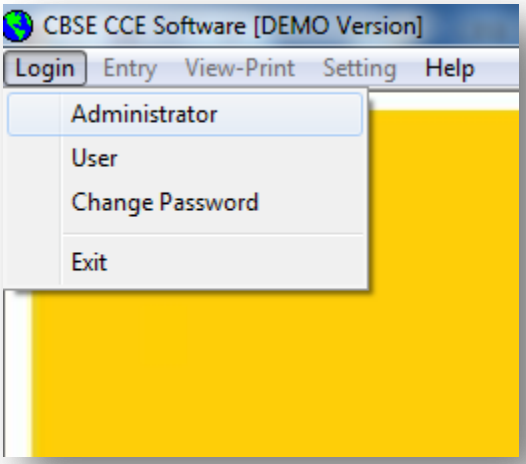
Double click "**netbit Essential.exe** to run the setup and follow the screen instruction.While setup if you get any error message, then please click on **ignore** all the times to complete the installation.

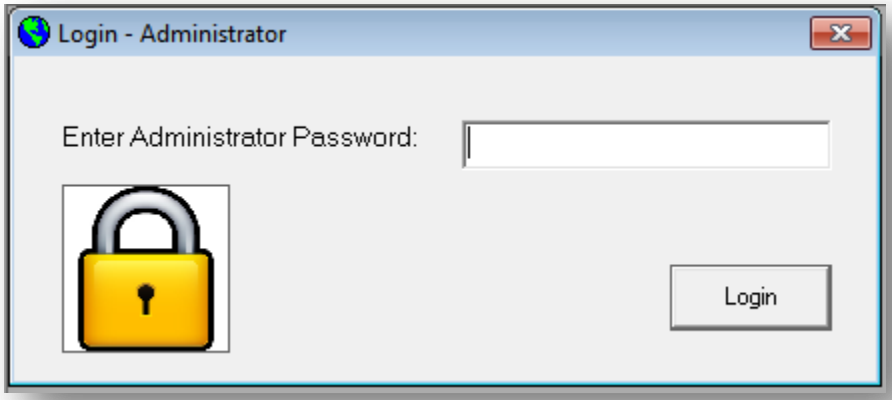
Now you can use **CBSE CCE Software.**



Login and Starting the Software

- Click on "**Login > Administrator**"
- Enter default administrative password: **admin**
- It will now enable the entire menu. It will give full access to all features of the software.
- For users, password is: **user**
- Password for administrator and user can be changed by the Administrator at any time.

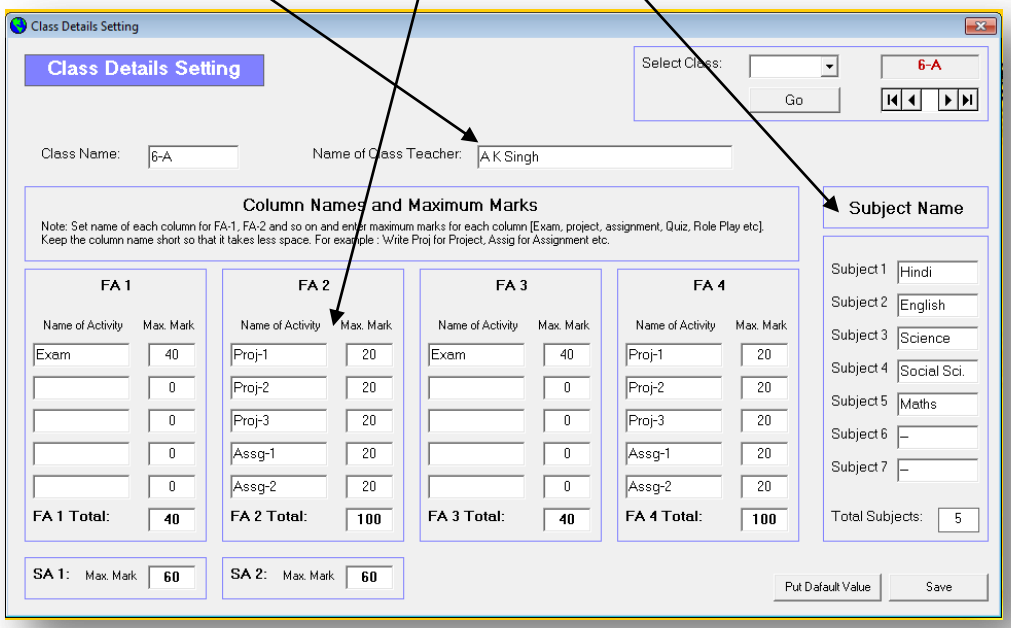




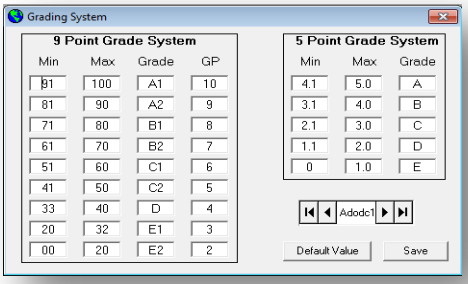
Settings : Giving Basic Information

Before entering the marks of students for various assessments, you must provide few important information to the software. Go to **Settings** menu and then:

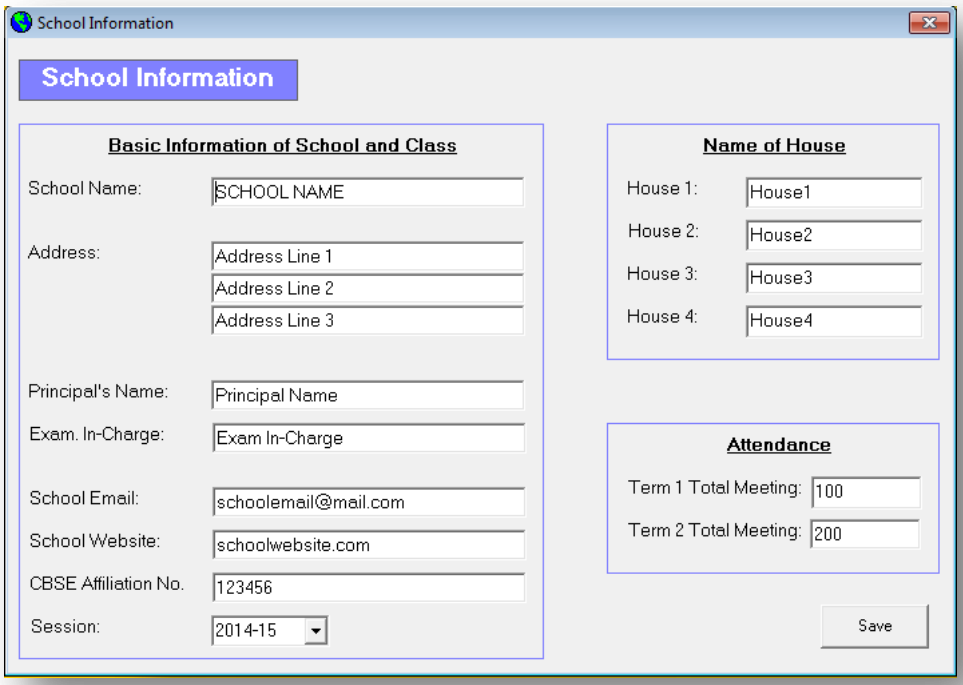
Class Details: Enter the name of subjects of a particular class. Generally there will be five subjects. Enter them in proper sequence. You can enter maximum of 7 subjects. If there are five subjects only, leave the last 2 boxes blank and click on **Save.** Then enter the name and column title for FAs and their **Maximum Marks** in appropriate textbox and save it. Also enter the name of **Class Teacher**.



Grade and Value Points: Generally, you don't need to modify the grade range and value points. These figures are as per CBSE CCE Guidelines. You are advised not to change the values.



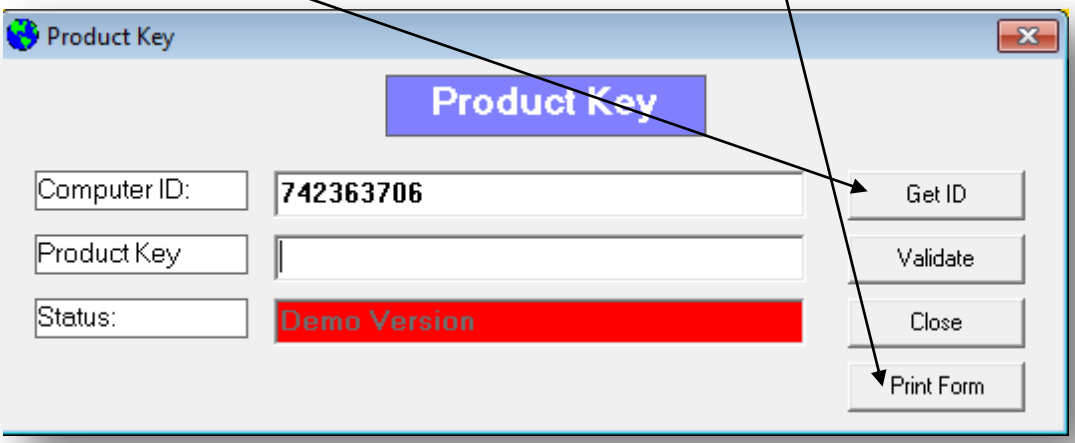
School Information: These are vital information as it will be printed on the Report Card and Mark & Grade Slips. Enter all the details such as Name of School, name of Principal, Name of House and Session etc.



Product Key

This software will run properly and with full features only when you have entered a valid **Product Key** and you have validated your software. After validation your copy of software will run as "**Full Version**". Running software with incorrect Product Key or without Product Key will disable few very important features [conversion of marks and grade and printing report cards] and your copy of software will work as DEMO Version.

To get a Product Key, go **Settings > Product Key**. You will see following screen. Now click on **Get ID** to get you computer ID and then click on **Print Form**. A form in word format will be printed, fill in the details and send to us by mail.

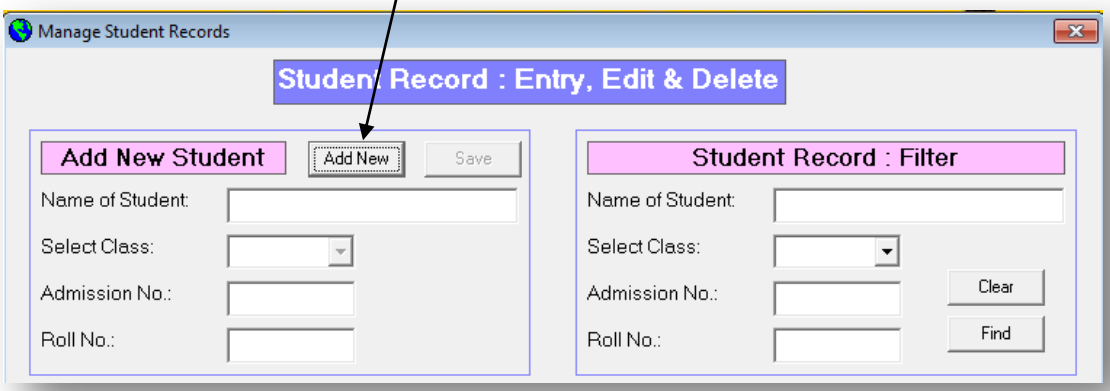


A Product Key will be sent to you through email. Enter that key in the **Product Key** column and then click on **Validate**. You will see Status as "Full Version" with green background.

Manage Student Records

Once your are finish with giving basic details of class, school, subject name and Product Key now you can start data entry. First of all you have to enter the few basic details of all students of a class namely Name, Class, Roll and Admission Number. Please be very careful while make entry as these information are very important.

Add New Student: Click on "**Add New**" and then enter the details of student and then click on "**Save**" button.



Format to be followed:

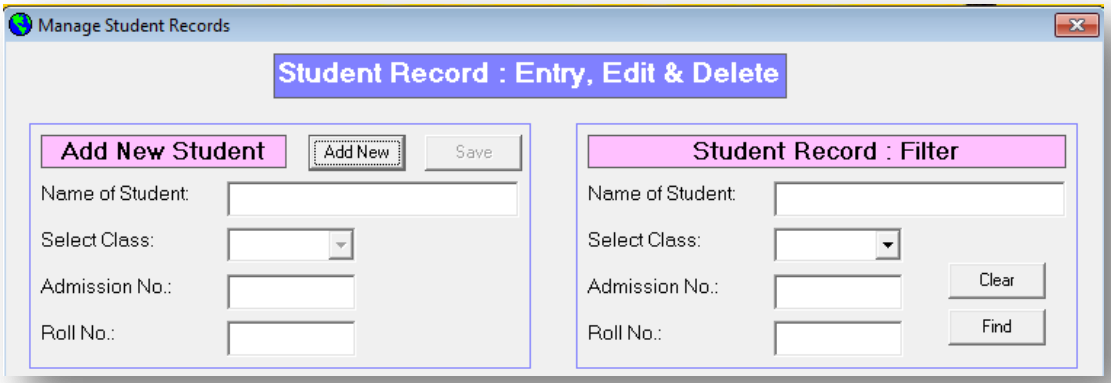
Name of Student: Type the name [A-Z, a-z, 0-9]

Select Class: Select Class from the list. [Don't enter from your own, select from the list].

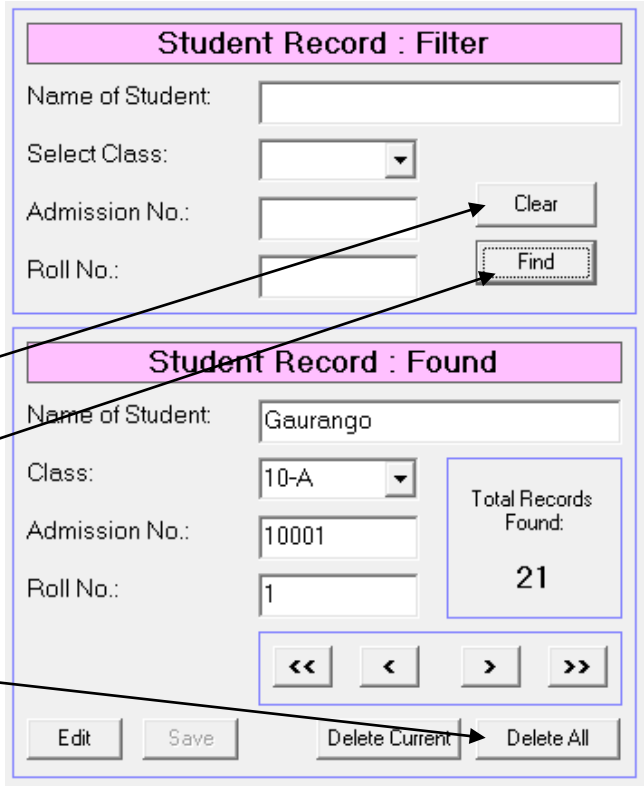
Admission No: Enter only numerals [No text like a, b, c … or space]

Roll No.: Enter only numerals [No text like a, b, c … or space]

Filter / Find Record on Certain Criteria: If you need to filter the record to edit or delete a record or a group of record then you should enter the filter criteria. For example, if you enter 'kumar' in the 'Name of Student' column, it will show all records where name contain 'kumar' word. If you select Class 6-A from the list and click on **Find** then it will show all students from Class 6-A.



The filtered / found records will be shown like this. Where you can edit a record [you cannot edit Admission Number] like Name of Student, Roll, Class etc.

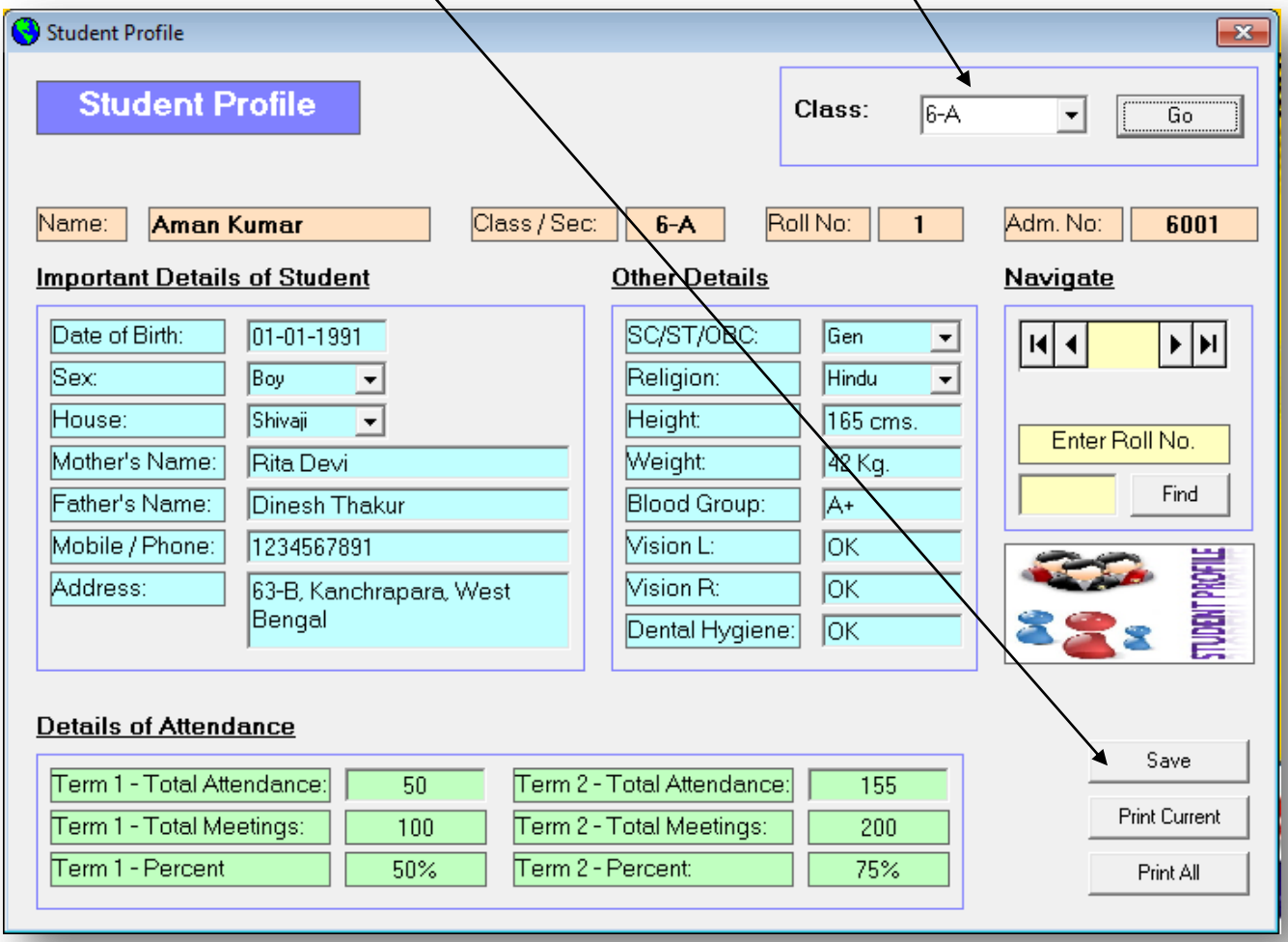


How to Make Software Ready for Fresh Entry

When you enter a valid Product Key your copy of software becomes "**Full Version**" and now you need to delete the hypothetical data present in the software. To delete all the records from the database, click on "**Clear**" and then "**Find**". It will show all records in the database. Now click on the button "**Delete All**".

Student Profile

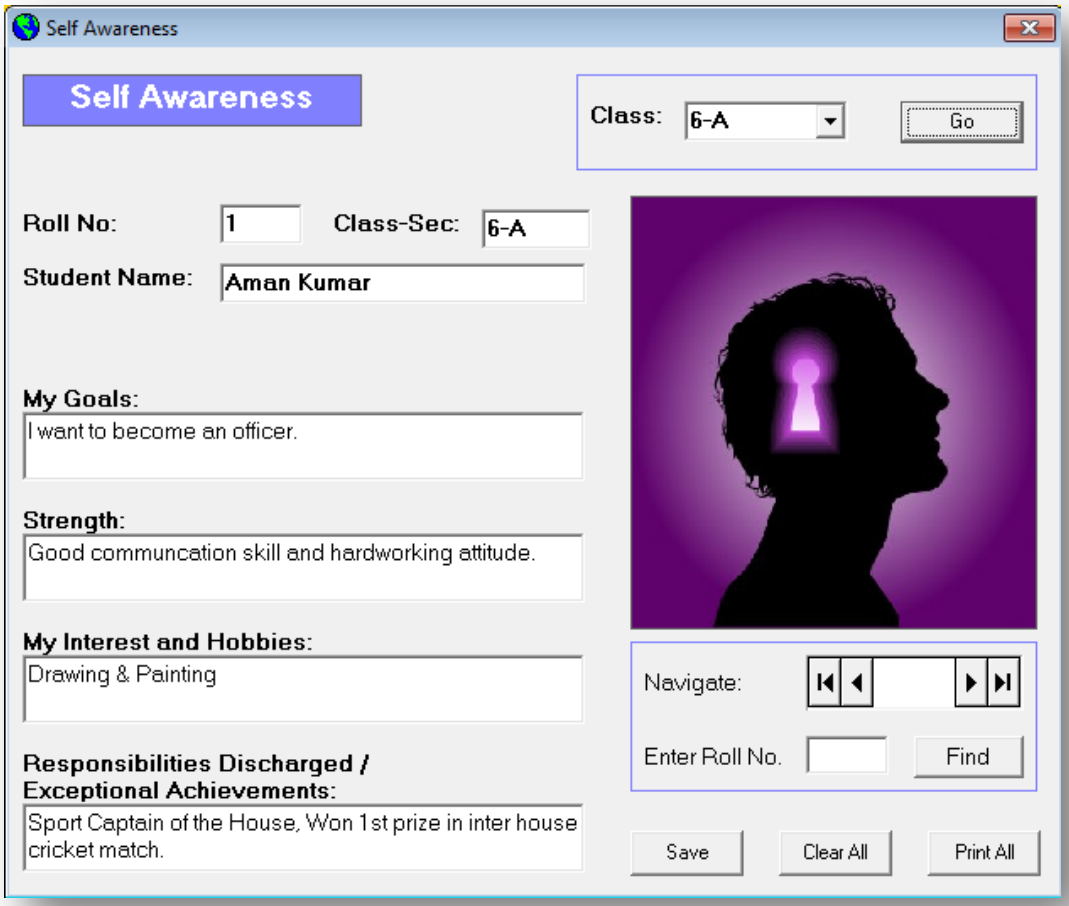
In the beginning of the academic session, you have to enter the details of students of your class. For this go to "**Entry > Student Profile**". Select the class for which you want to make entry. You will see the following screen. Here you can enter or select with mouse the details of students. Click on "**Save**" after every entry.



You can take printout in word format of the details of individual student or all the students of a class. Few columns will be invisible when you select Class form 1 to 5 as they are not required.

Self Awareness

The information to be entered in this form may be collected from the students. Enter them in the proper columns. For this go to: **Entry > Self Awareness**. Enter the details collected from the students of a class. After every entry you must click on **Save** button.

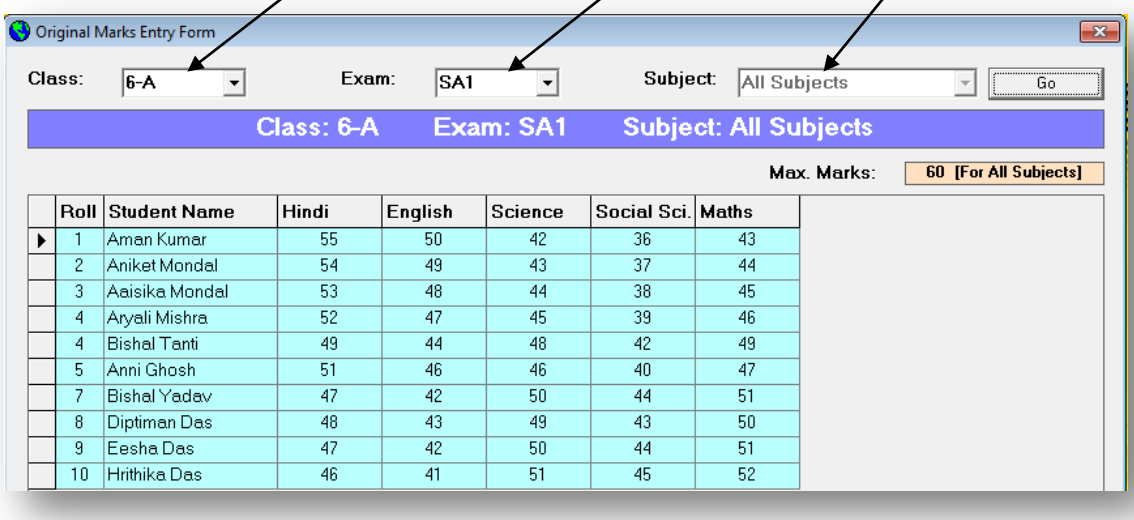


Assessment Marks [Class 6-10]

This window can be used to enter marks for various subject and for various assessment e.g. FA-1, FA-2 and so on. Go to:

Entry > Secondary Section [6-10] > Main Subject Marks Entry

Following window will appear. Select **Class**, and then select **Exam** and **Subject**. Now click on "**Go**" button.



Roll	Student Name	Hindi	English	Science	Social Sci.	Maths
1	Aman Kumar	55	50	42	36	43
2	Aniket Mondal	54	49	43	37	44
3	Aaisika Mondal	53	48	44	38	45
4	Aryali Mishra	52	47	45	39	46
4	Bishal Tanti	49	44	48	42	49
5	Anni Ghosh	51	46	46	40	47
7	Bishal Yadav	47	42	50	44	51
8	Diptiman Das	48	43	49	43	50
9	Eesha Das	47	42	50	44	51
10	Hrithika Das	46	41	51	45	52

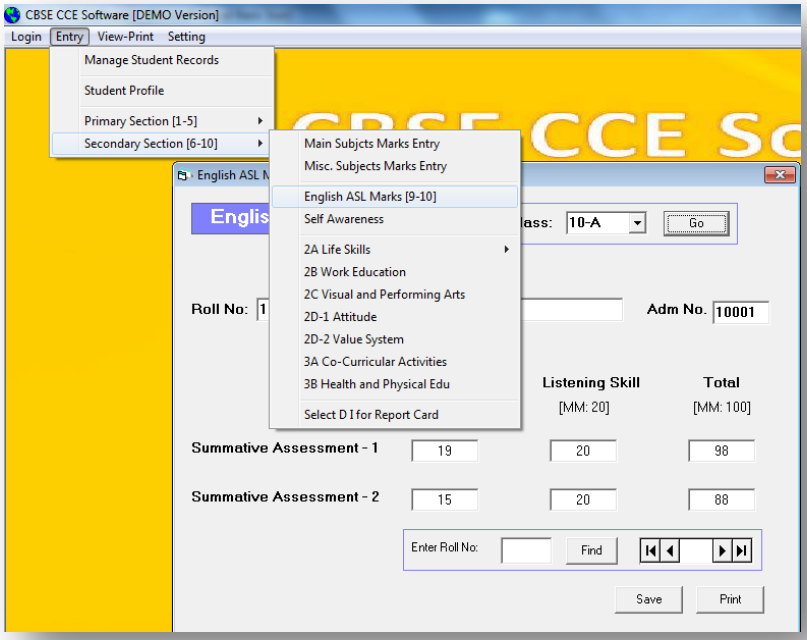
Marks are saved automatically. Marks are entered for all students you can click on "**Update Database**" to convert marks into grades. But there is **NO NEED** to click "**Update Database**" button ever time. When you are going to take print out of report cards or grade slips you must click on "Update Database" once so that grades are also changed if you have modified any marks afterwards.

ASL English Marks

CBSE has introduced Assessment in Speaking and Listening [ASL] in English. The grade for ASL needs to be reflected on the Report Card. CBSE CCE Software has ability to accept marks for ASL and perform all necessary calculation as per CBSE latest circular and print the grade on the Report Card.

How to Enter ASL Marks in English……?

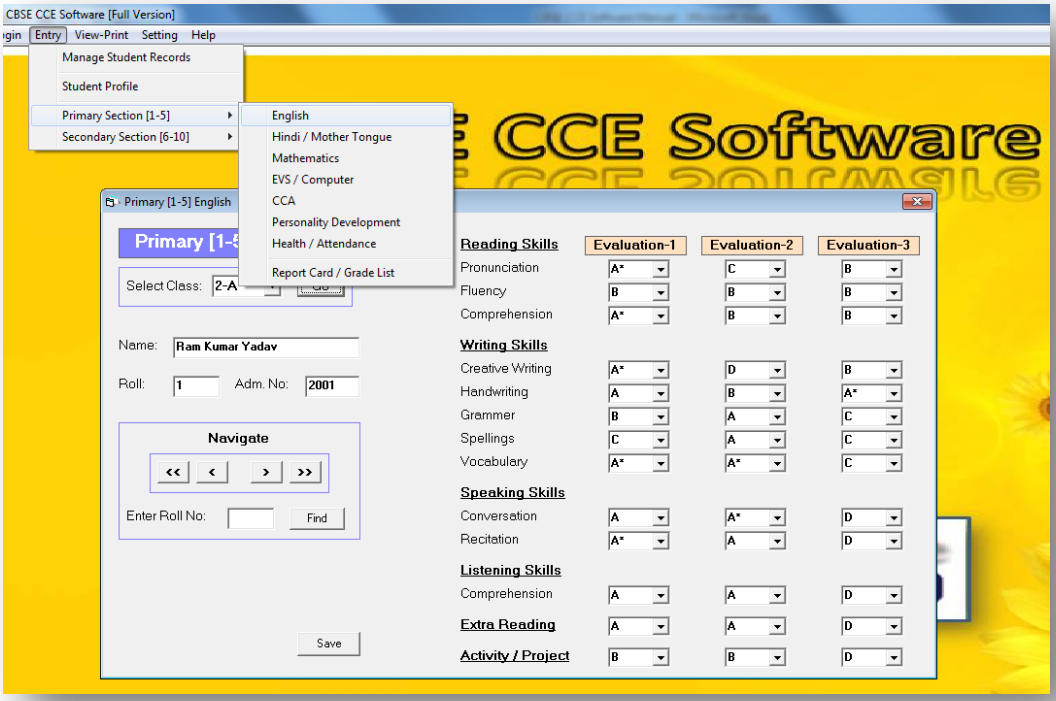
Go to Entry > Secondary Section [6-10] > English ASL Marks [9-10]



After making entry of marks always click on save button to save the record. You can also take print out of ASL Marks of the entire class in tabular form. Just click on Print.

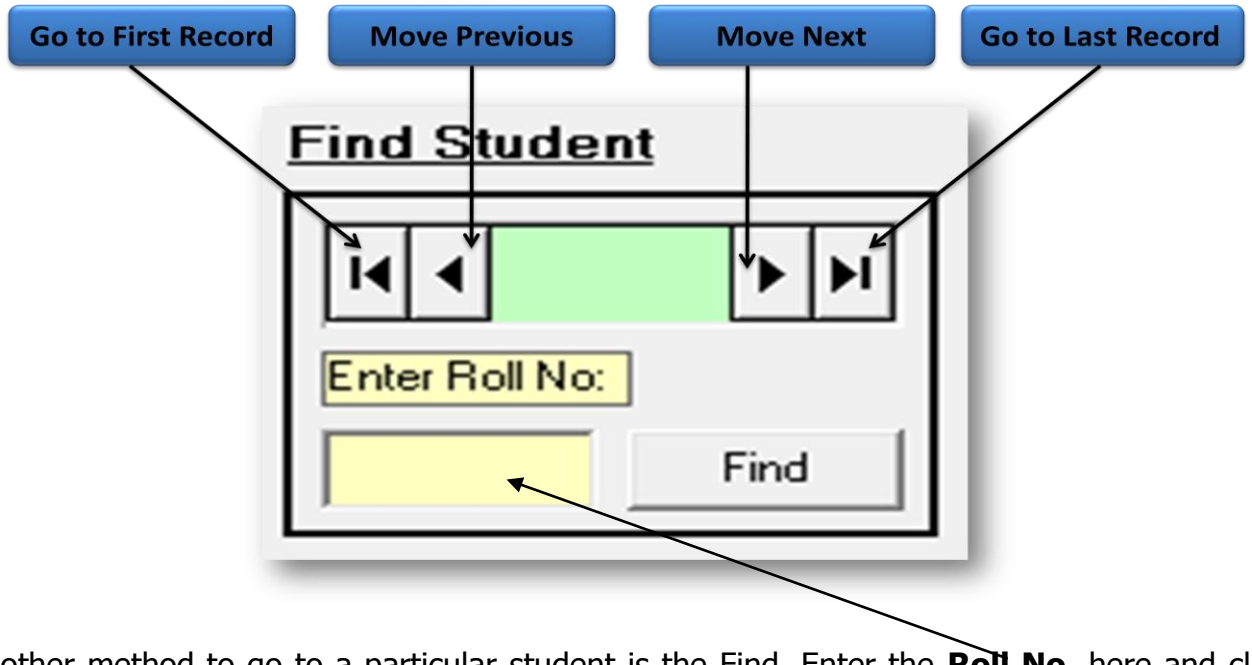
Assessment Grade [Class 1-5]

This window can be used to enter grades for various subjects and for three evaluations of Primary Section. Go to: Entry > Primary Section [1-5] > English. After selecting the appropriate grades click on Save button every time. Same process can be followed for entering grades for Hindi, CCA, Computer, EVS, Maths etc.



How to Navigate or Find....?

To move from one record to another follow this method. In every window you can see following tool "**Find Student**". Enter roll no. and click on "Find" to go to a particular record or use Navigator.

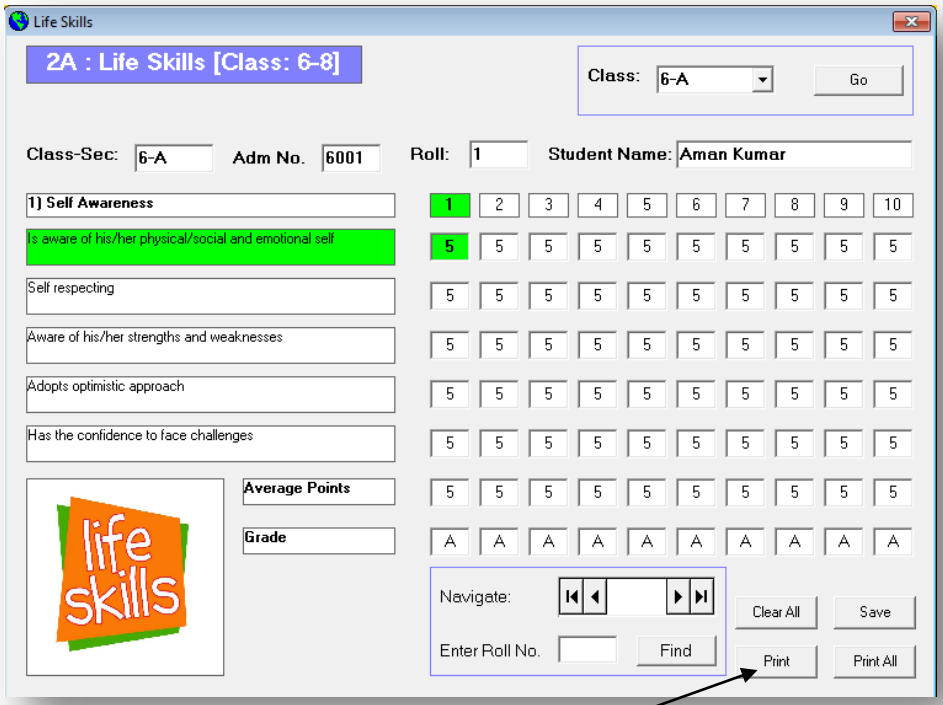


Another method to go to a particular student is the Find. Enter the **Roll No.** here and click on **Find** button.

Marks for Co-Scholastic Area : Life Skills etc.

There are various components under co-scholastic areas viz: Life Skills, Work Education, Visual and Performing Arts and so on. To enter marks for Life Skills go to **Entry > Life Skills**. Follow the same method for other components also e.g. Work Education, Attitude, Values etc.

Enter marks out of 5 for each areas e.g. Self Awareness, Problem Solving, Creative Thinking etc. Click on **Save** button after finishing the entry of every record.

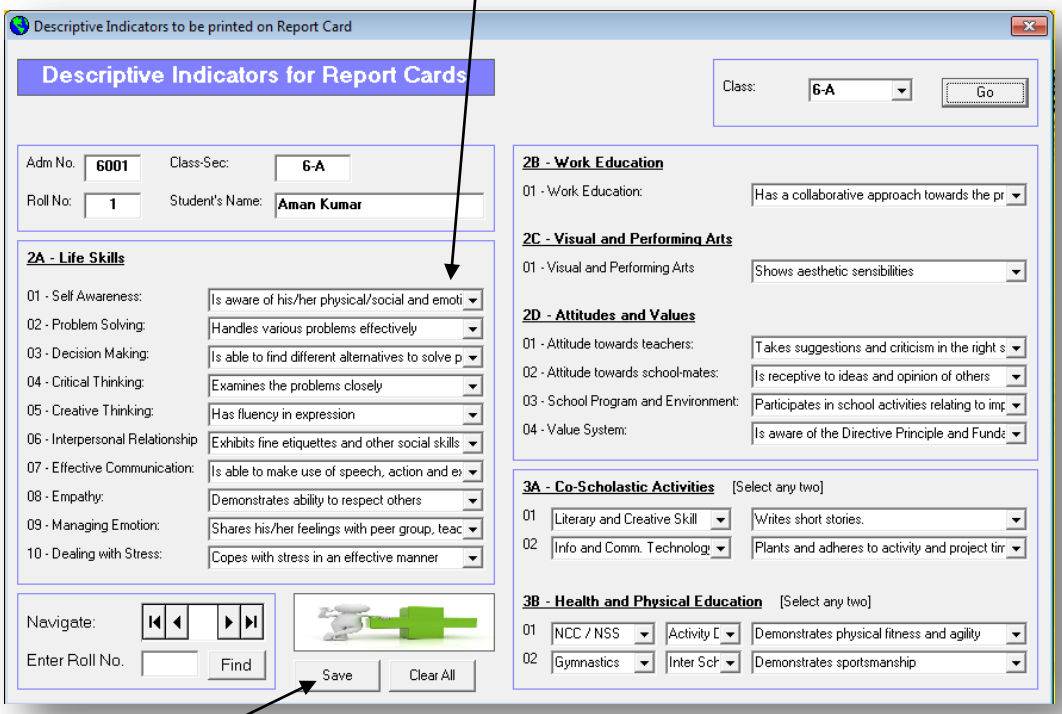


If you want to take a print out of the Descriptive Indicator and marks entered for a students or all students click on **Print**.

Grades to be Printed on Report Card

Once you have entered the marks of all assessment and marks for all components of co-scholastic areas, now you have to select Descriptive Indicators suitable for the students. These descriptive indicators will be printed on the Report Card. You just need to select the appropriate indicator from the **drop down menu**. There is no need of typing. It saves lots of time and energy.

Go to **Entry > Select DI for Report Card**

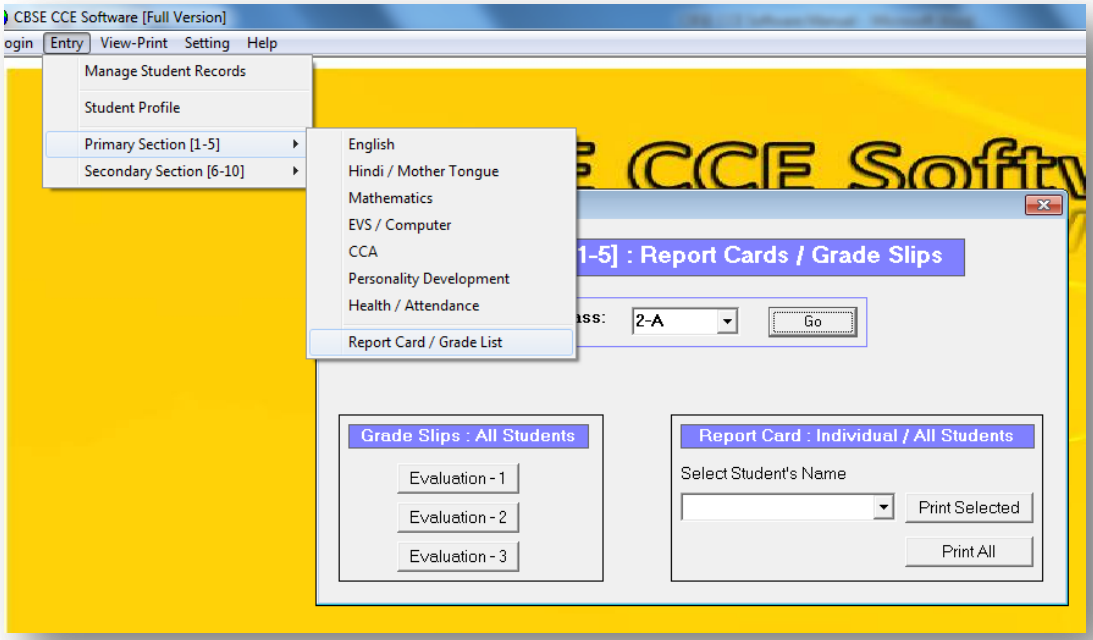


Click on **Save** button when you finish selection of DI of a student.

Report Cards for Primary Section

To print Report Cards and Grade Slips for Primary Classes, go to:

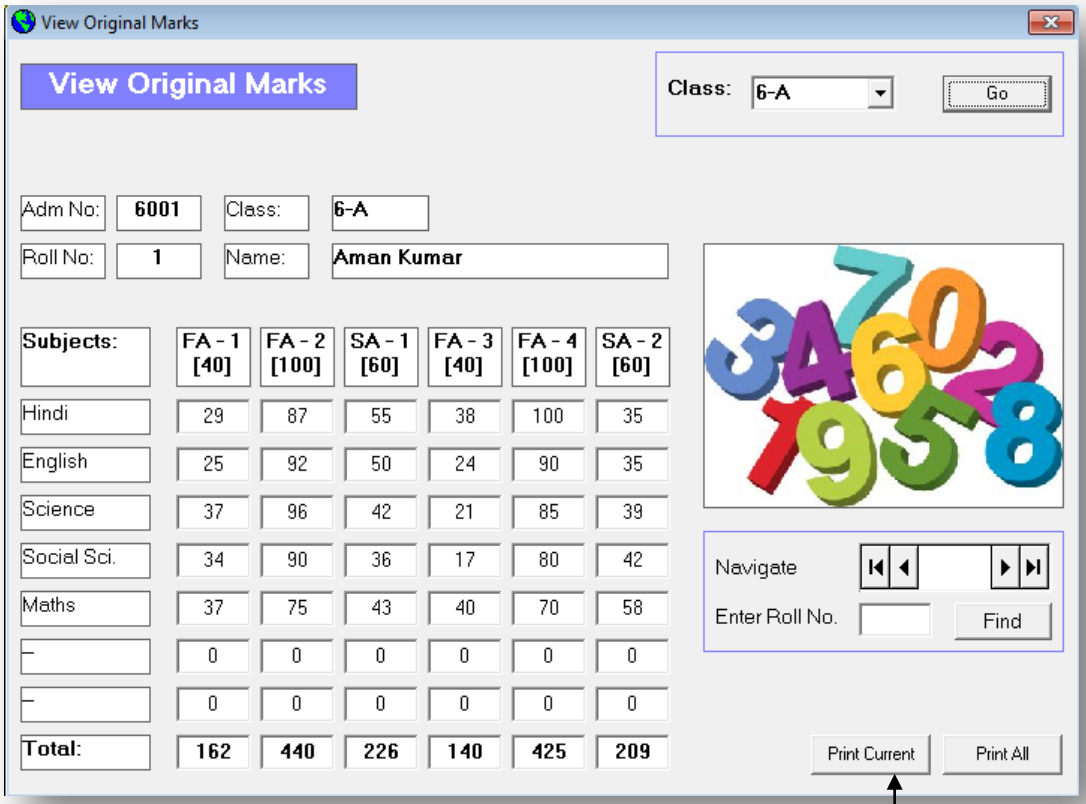
Entry > Primary Section [1-5] > Report Card / Grade List



Here, you can take print of Evaluation 1 to 3 for all students and also you can print Report Cards for individual students or all students together.

View Original Marks

This window will show you original marks secured by the students.

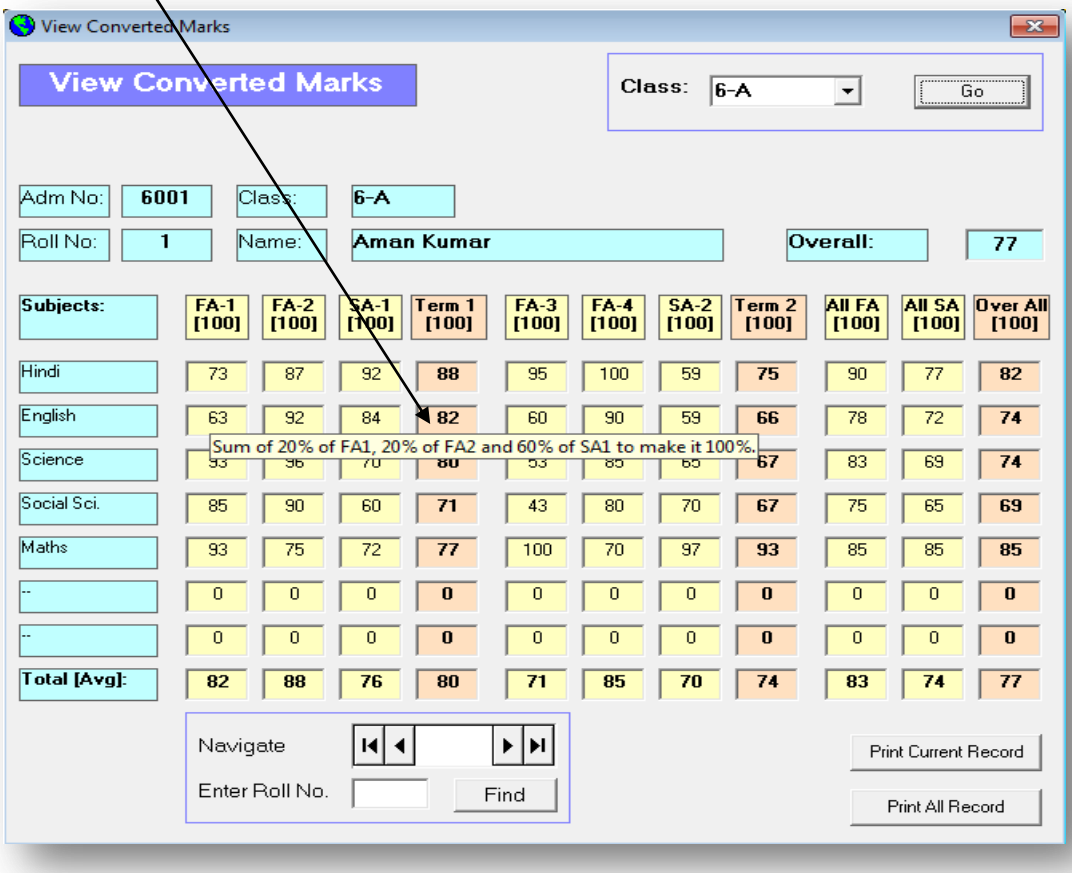


To take print out of current student shown in the form click on "**Print Current**", for all, click on "**Print All**".

View Converted Marks

Go to **View-Print >Converted Marks**

Here you can see converted marks from the original marks entered. How these have been converted can be seen by bringing the mouse over the **Term-1, Term-2** and **Over All** columns [Orange Colour]



Subjects:	FA-1 [100]	FA-2 [100]	SA-1 [100]	Term 1 [100]	FA-3 [100]	FA-4 [100]	SA-2 [100]	Term 2 [100]	All FA [100]	All SA [100]	Over All [100]
Hindi	73	87	92	88	95	100	59	75	90	77	82
English	63	92	84	82	60	90	59	66	78	72	74
Science	93	96	70	80	53	85	65	67	83	69	74
Social Sci.	85	90	60	71	43	80	70	67	75	65	69
Maths	93	75	72	77	100	70	97	93	85	85	85
--	0	0	0	0	0	0	0	0	0	0	0
--	0	0	0	0	0	0	0	0	0	0	0
Total [Avg]:	82	88	76	80	71	85	70	74	83	74	77

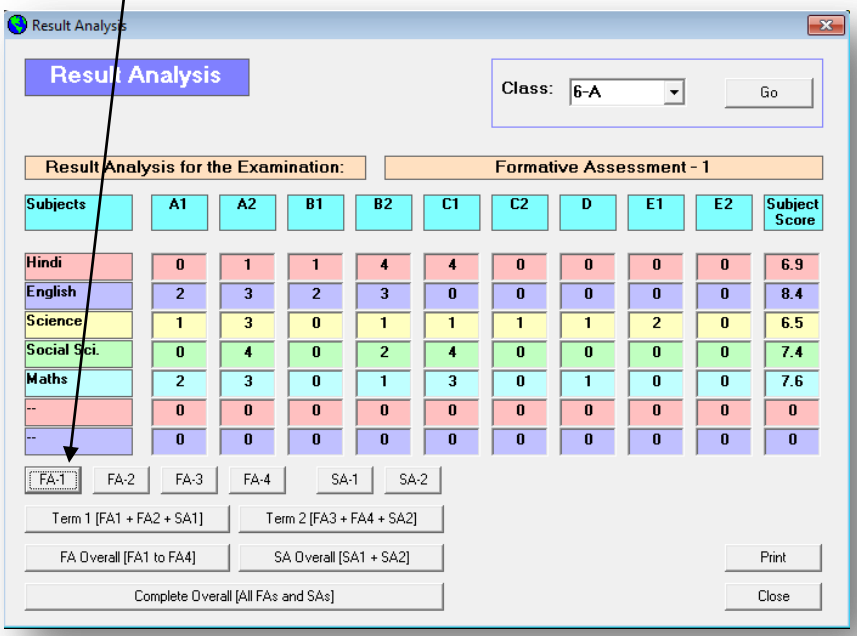
Similarly converted grades can be seen.

For this go to **View-Print > Scholastic Grades**

Result Analysis

It is very simple to use. Once all marks have been entered properly for a particular assessment, result analysis can be done. Before result analysis you must convert marks and make grades by updating database [Go to menu "**Entry > Assessment Mark**", select Class, Exam, Subject and then click on "**Update Database**" button].

Now go to "**View-Print > Result Analysis**". Following window will be opened. Now simply click on the desired Examination button.

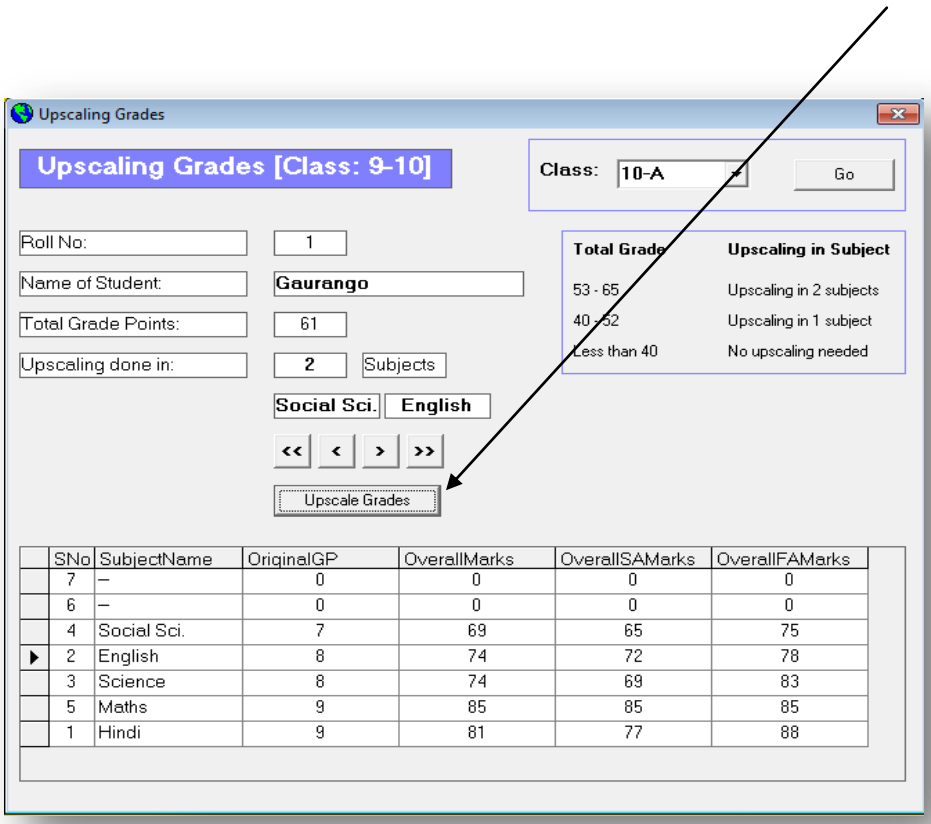


Subject Score

You can see one extra column "**Subject Score**". It multiply A1 grade with 10, A2 with 9, B1 with 8 and so on. Then sum of all points are divided by number of grades. It gives a value between 0-10 which shows the performance of a particular subject.

Up Scaling Grade

Applicable only for class IX an X. Scholastic grades are upscaled by one point on the basis of points scored in co-scholastic areas. CBSE has issued a notification in this regard. Upscaling is a very complex job to be done by a teacher. Here simply click on **Upscale Grades** and you job is done.



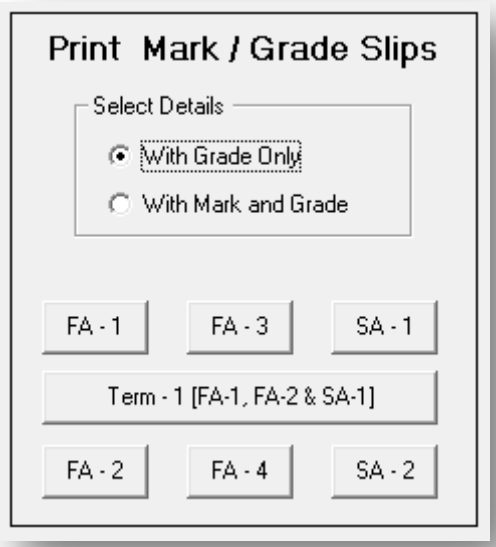
In the above window you can see student "Gaurango" hasTotal Grade Points **61** for co-scholastic areas. As per CBSE CCE rule only two subject need to be upscaled. Now question is which subjects. Subject with lowest grade [E2 and A1 are not upscaled].

You need not to worry simply click on "Upscale Grades" and your job is done. Upscaled grades will be marked with '*' sign and upscaled subject names will also be mentioned in the Report Card.

Report Card / Grade Slip [Class: 6-10]

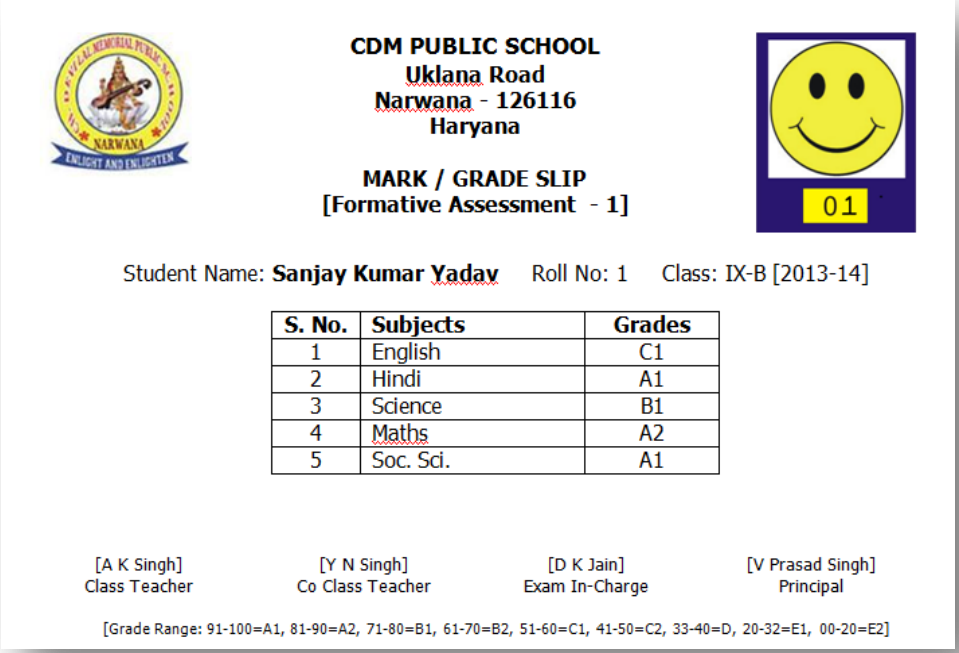
Once an examination is over, say FA-1, you have to provide grade slip [or Marks Slip if you want] to the parents. There is no need of printing Report Cards.

Go to **View-Print > Marks Slip and Report Card**



Click on the desired assessment to take print out. Mark slip of two students will be printed on One A4 Page. Take print out all pages, cut the mark slips and hand over to the students or parents.

See the sample Grade Slip below.



CDM PUBLIC SCHOOL
Uklana Road
Narwana - 126116
Haryana

MARK / GRADE SLIP
[Formative Assessment - 1]

01

Student Name: **Sanjay Kumar Yadav** Roll No: 1 Class: IX-B [2013-14]

S. No.	Subjects	Grades
1	English	C1
2	Hindi	A1
3	Science	B1
4	Maths	A2
5	Soc. Sci.	A1

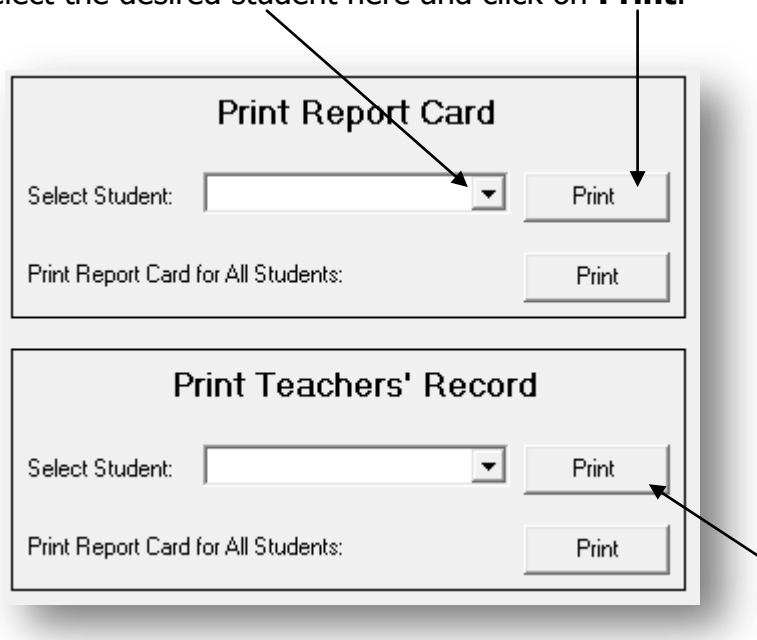
[A K Singh] Class Teacher | [Y N Singh] Co Class Teacher | [D K Jain] Exam In-Charge | [V Prasad Singh] Principal

[Grade Range: 91-100=A1, 81-90=A2, 71-80=B1, 61-70=B2, 51-60=C1, 41-50=C2, 33-40=D, 20-32=E1, 00-20=E2]

How to print Report Card……?

Go to **View-Print > Marks Slip and Report Card**

Select the desired student here and click on **Print**.



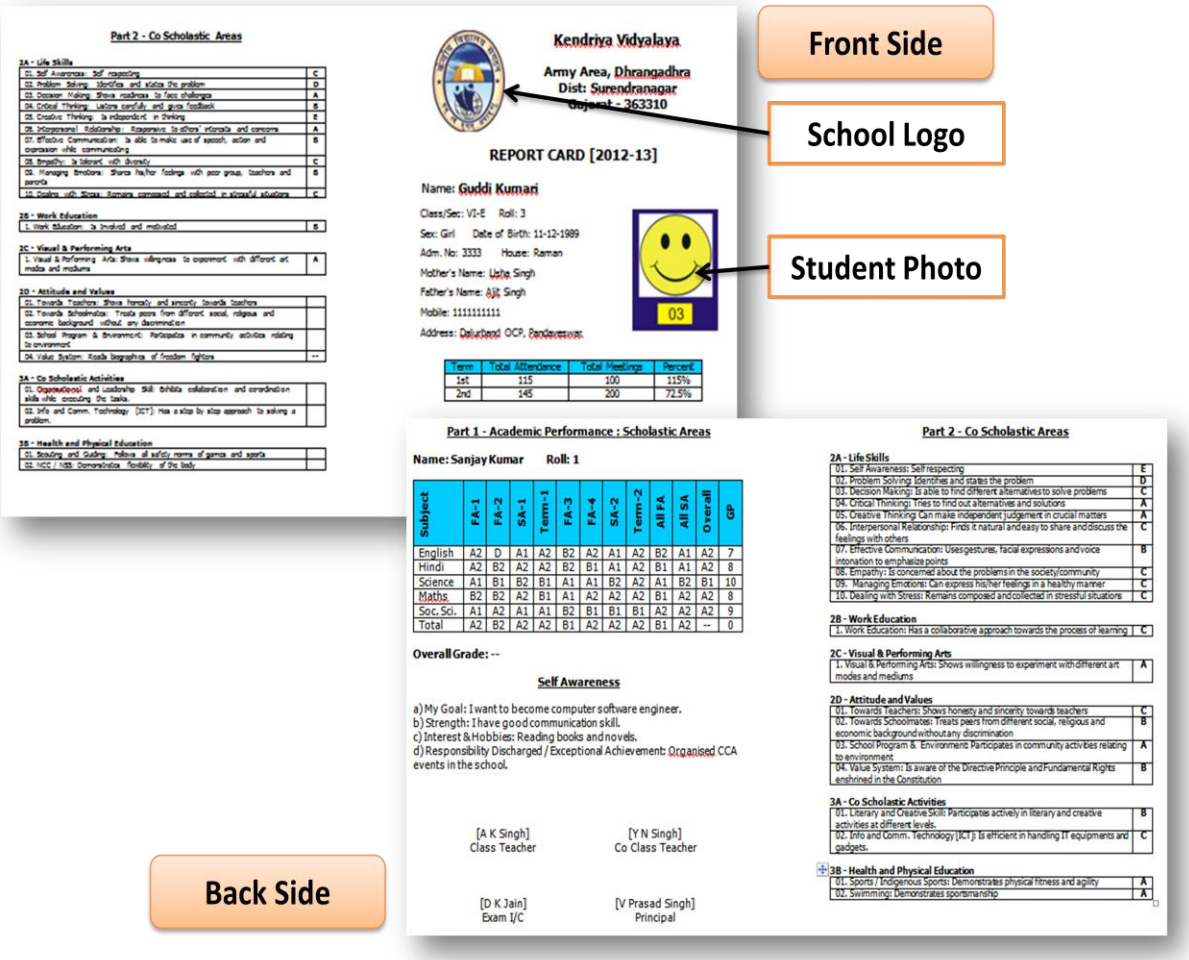
You can also take a Report Card with original marks, converted marks and grade for record which may be submitted to Examination Dept. for future use. For this, click here.

Report Card will be printed on A4 Size paper on both sides. Take printout carefully so that information on both sides of the page belongs to same student.

See sample Report Card on the next page.

[Note: Before taking print out of Report Card or Teacher's Register the database must be updated and Up Scaling [for Class IX and X] must be done]

Sample Report Card [Class 6-8]



Latest CBSE Circular [25% Marks in SAs]

As per the latest **CBSE Circular No.Acad 05/14, dated: 02nd February 2014**, on the subject "**Modification on the design of Performance Profile……**", **Assessment of Speaking and Listening [ASL]** in English has to be reflected on Report Card. If a child has secured less than 25% marks in both the SAs taken together then that subject Overall Grade will be E1@ or E2@. This grade will not be up scaled and the candidate will not be considered qualified.

Our software complies with this which is evident from the example given below. Below is the Teacher's Result Register for a student [Gaurango]. He has secured 20 marks [out of 100] in SA-1, and 17 marks [out of 100] in SA-2 in subject Hindi. Average of 20 and 17 becomes 19 [(20+17)/2 = 19]. 19 mark is less than 25% therefore the Overall Grade for Hindi is 'E2@' and Grade Point is '0'.

Converted Marks [Out of 100]

Name: Gaurango Roll: 1

Subject	FA-1	FA-2	SA-1	Term-1	FA-3	FA-4	SA-2	Term-2	All FA	All SA	Overall
Hindi	63	88	20	43	95	85	17	47	85	20	46
English	63	92	84	82	60	85	59	65	75	72	73
Science	93	96	70	80	53	45	65	59	73	69	70
Social Sci.	85	90	60	71	43	78	70	67	75	65	69
Maths	93	75	72	77	100	88	97	96	90	85	87
Total	80	89	62	71	71	77	62	67	80	63	69

Overall Grade Point: 69

Original Marks Secured

Subject	FA-1 [40]	FA-2 [100]	SA-1 [60]	FA-3 [40]	FA-4 [100]	SA-2 [60]

Part 1 - Academic Performance : Scholastic Areas

Class: 10-A Session: 2014-15

Subject	FA-1	FA-2	SA-1	Term-1	FA-3	FA-4	SA-2	Term-2	All FA	All SA	Overall	GP
Hindi	B2	A2	E2	C2	A1	A2	E2	C2	A2	E2	E2@	0
English	B2	A1	A2	A2	C1	A2	C1	B2	B1	B1	B1	8
Science	A1	A1	B2	B1	C1	C2	B2	C1	B1	B2	B1*	8
Social Sci.	A2	A2	C1	B1	C2	B1	B2	B2	B1	B2	B1*	8
Maths	A1	B1	B1	B1	A1	A2	A1	A1	A2	A2	A2	9
Total	B1	A2	B2	B1	B1	B1	B2	B2	B1	B2	B1	7.6

Grade in Assessment of Speaking and Listening Skills in English (ASL): A1
*Up Scaled in 2 Subject(s) Science Social Sci.
E1@ or E2@ indicates that candidate obtained less than 25% marks in SA.
Overall FA: B1 Overall SA: B2 CGPA: B1 [7.6]

Result [Qualified / EIOP]: EIOP

How to put School Logo....?

Get your school logo in JPG format and make a copy with the name "**School Logo.Jpg**". Please type the name exactly. The image should be of JPG file with 100 X 125 pixel [Width: 1 Inch, Height: 1.25 Inch] size.

Now copy and paste the "School Logo.Jpg" file to **Image** folder of software folder.

You can use Microsoft Office Picture Manager or MSPAINT to resize the school logo file.

How to put Student Photo....?

You can use scanned passport size photo of students or photograph taken from web camera / digital camera. You can use only **JPG** image files. Put all the files into **Image** folder. You have to re-name the file very carefully. Name of photograph of student having Admission Number 6001 will be "**6001.JPG**", for Admission Number 6002, it will be "**6002.JPG**" and so on.

The photo should be of JPG format with 100 X 125 pixel [Width: 1 Inch, Height: 1.25 Inch]

You can use Microsoft Office Picture Manager or MSPAINT to resize the school logo file.

How to use on LAN....?

CBSE CCE Software has ability to accept data from different client PCs at a time. It means many teachers can interact with software at a time sitting on different client PCs. To use this software on LAN, put [install] CBSE CCE Software on the Server [Or any LAN Computer with Shared Drive or Folder].

Example: Suppose you have put **CBSE CCE Software** inside a shared folder called "**CCE SOFT**" on a LAN PC named as "**Admin-PC**" [IP Address: 192.168.0.5]. Now you want to use this software from a client PC called "Dinesh-PC" [IP Address: 192.168.0.9].

Now sit before the Dinesh-PC and press Windows+R to start "Run Command". Type the following in the Run Command and click on OK.

\\Admin-PC\CCE SOFT\CBSE CCE Software

Or

\\192.168.0.5\ CCE SOFT\CBSE CCE Software

You will be able to see all the files inside the CBSE CCE Software folder kept on Admin-PC. Now double click on CBSE CCE Software.exe, log in as Administrator [Password: admin] and use the software.

In case any security warning, consult your Computer Teacher or Network Administrator.

Note: The software available on the website will not work on LAN. If a school wants to use it LAN, the school need to inform us so that modified EXE file is supplied to the school which will work properly on LAN.

Best Wishes

netbit