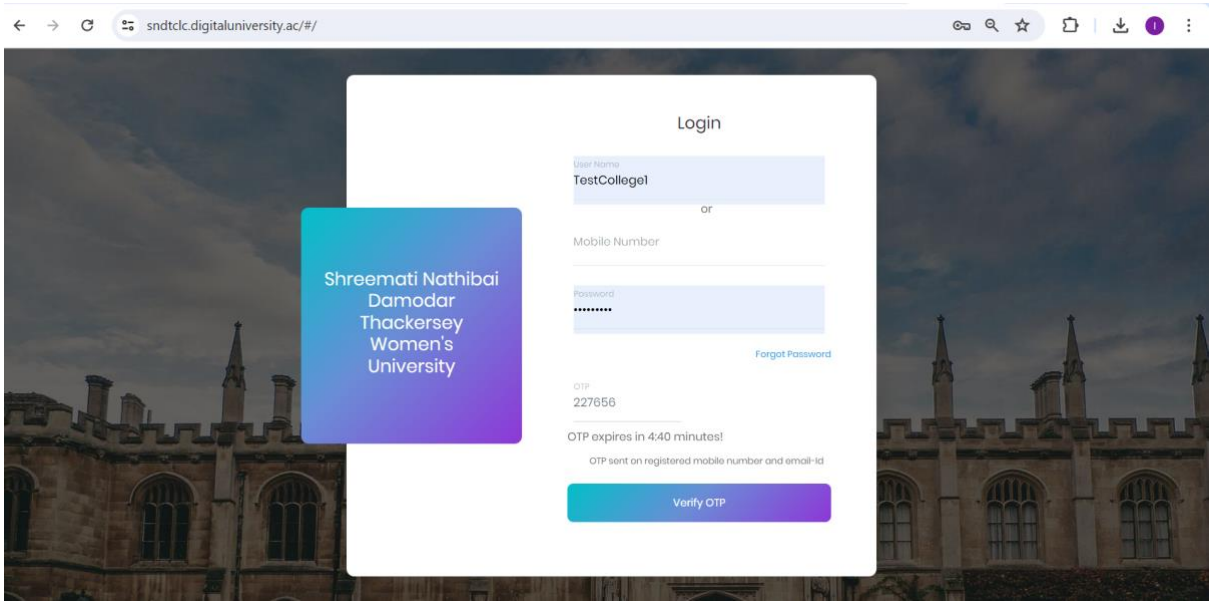
Add on Credits Entry User Manual

Important instructions to add “add on Credits” as follows.

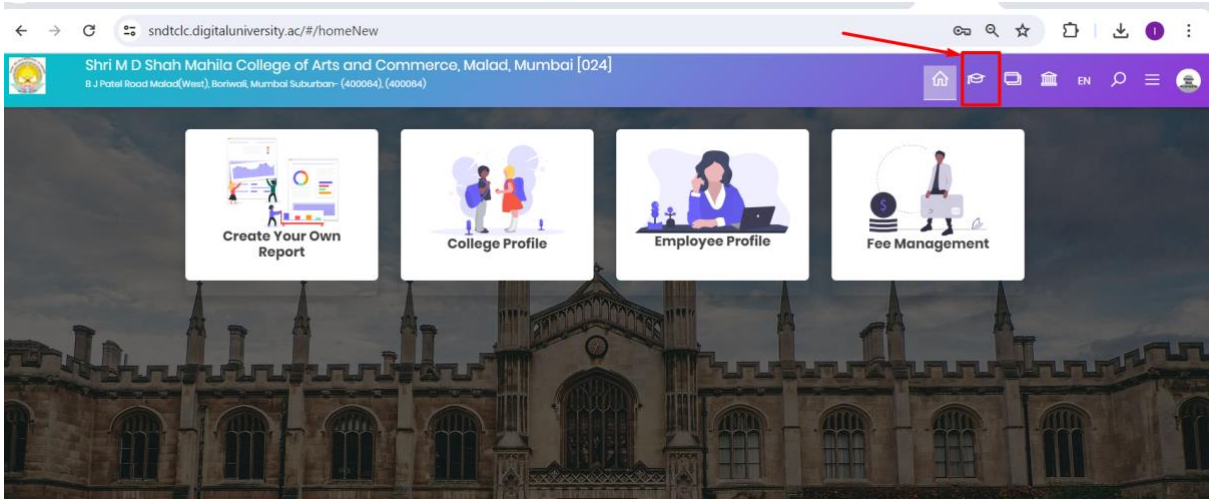
1. College allows to enter only 2 credits per Semester for each student.

Steps to add credit entry:

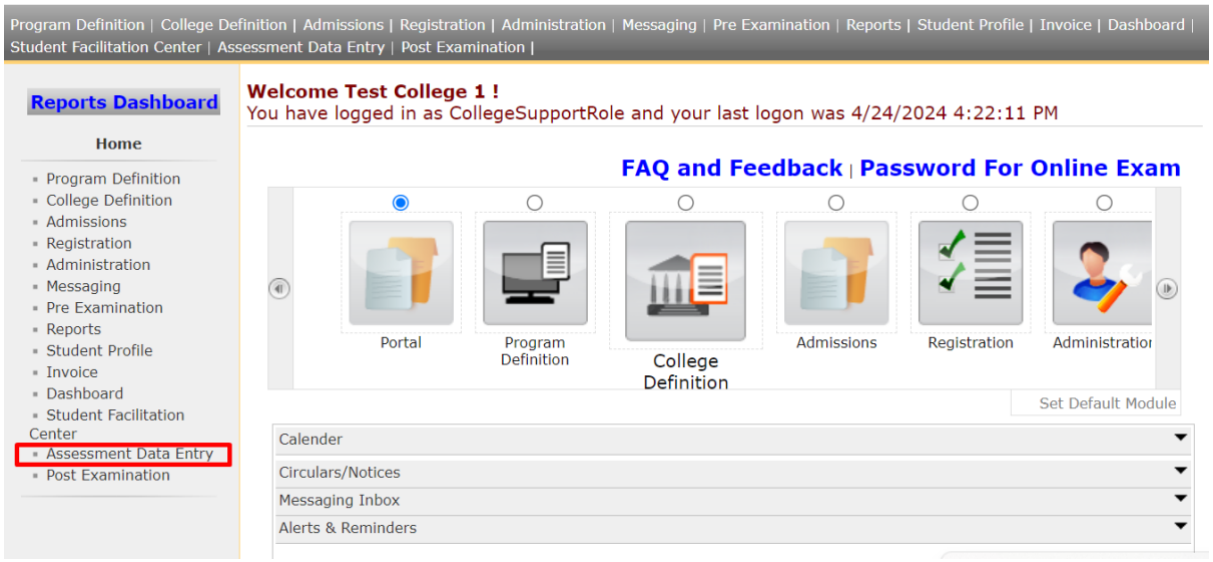
Step 1: College login



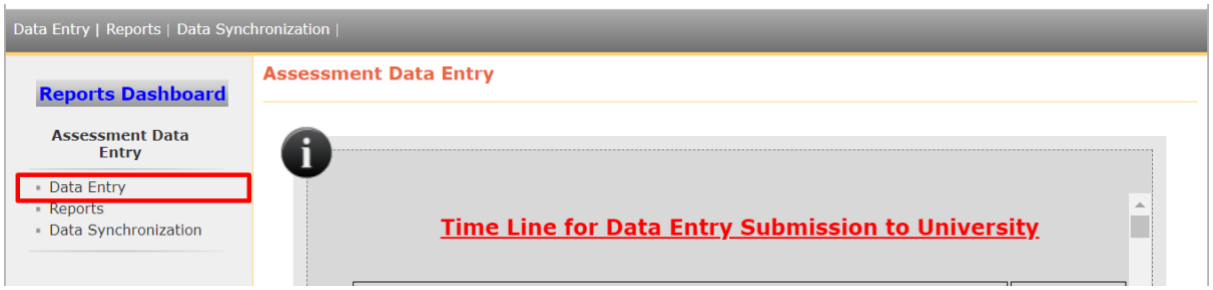
Step 2: Click on Digital University Menu



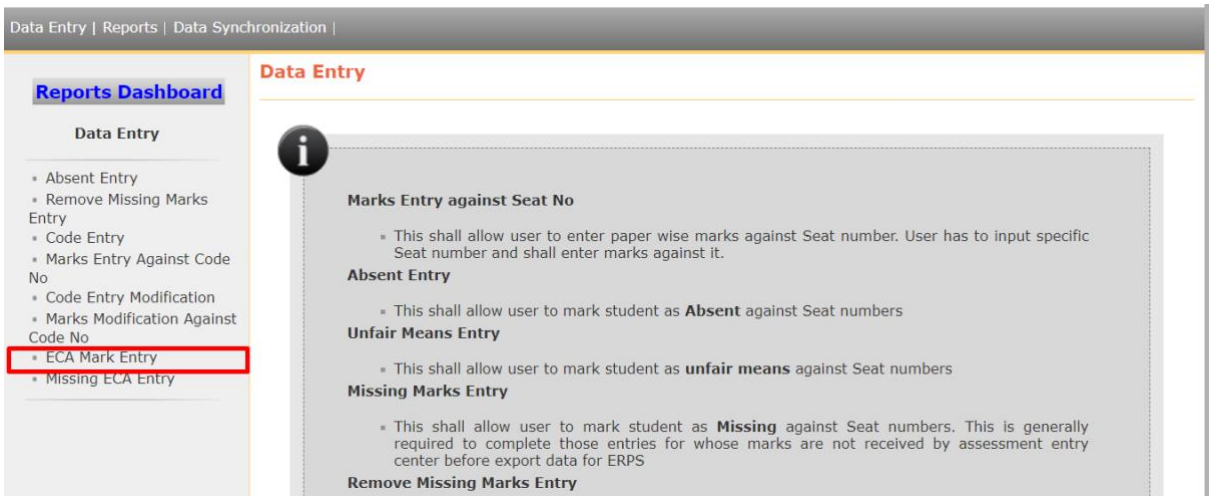
Step 3: Click on Assessment Data Entry menu



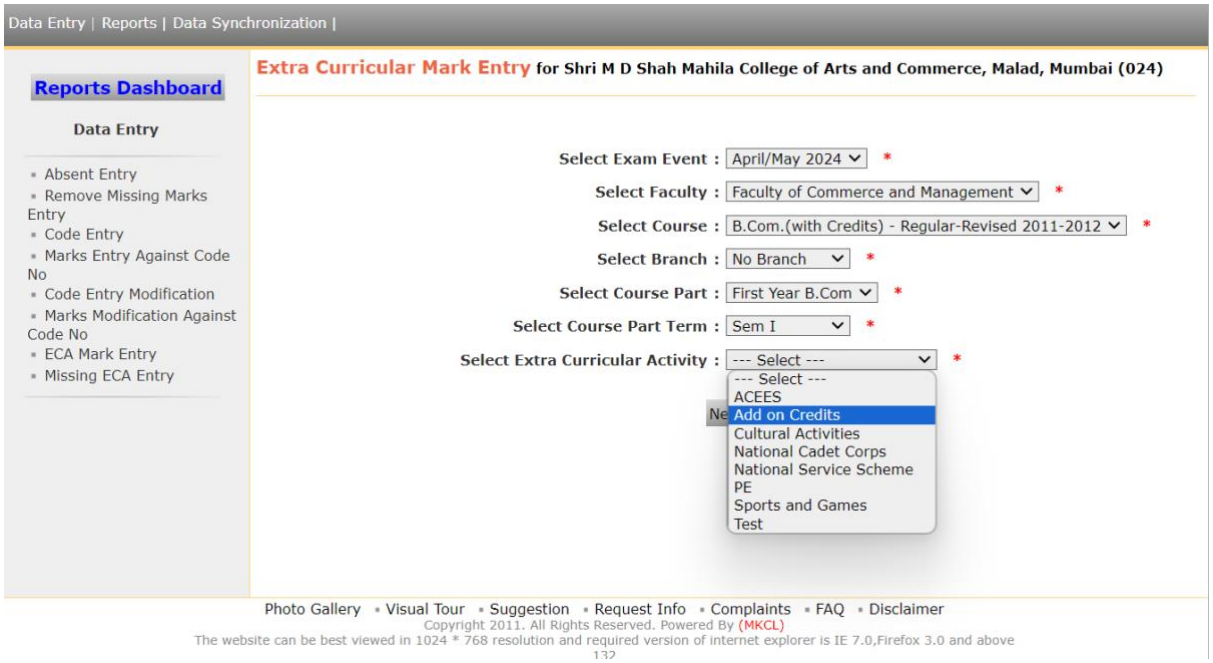
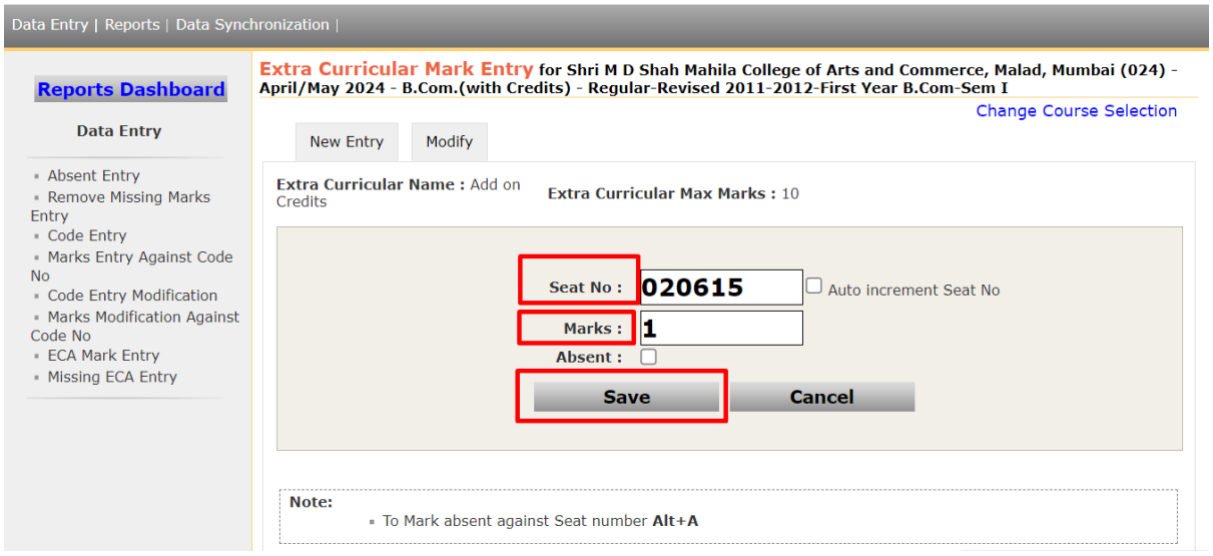
Step 4: Click on Data Entry



Step 5: Click on ECA Mark Entry



Step 6: Load the program for which credits to be entered and click on next



Step 7: Enter the seat number and enter the credits in Marks box and click on save button