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FOR EDUCATION SECTOR

Lecture Attendance Marking System for Virtual Lectures

- First Log in to LMS.
- Go to Services -> Attendance.



- You can see attendance report as below.
- Click the **Class** button of the corresponding **year and month** you want to mark attendance of. Here we selected August 2020.

Attendance Report

LMS Interactions

Year	Month	From	Upto	Hours	Lecture	Subject	Classes
2020	August	2020-08-01 00:00:00	2020-08-31 23:59:59	View	View	View	Class
2020	July	2020-07-01 00:00:00	2020-07-31 23:59:59	View	View	View	Class
2020	June	2020-06-01 00:00:00	2020-06-30 23:59:59	View	View	View	Class
2020	Мау	2020-05-01 00:00:00	2020-05-31 23:59:59	View	View	View	Class
2020	April	2020-04-01 00:00:00	2020-04-30 23:59:59	View	View	View	Class
2020	March	2020-03-01 00:00:00	2020-03-31 23:59:59	View	View	View	Class
2020	February	2020-02-01 00:00:00	2020-02-29 23:59:59	View	View	View	Class
2020	January	2020-01-01 00:00:00	2020-01-31 23:59:59	View	View	View	Class
2019	October	2019-10-01 00:00:00	2019-10-31 23:59:59	View	View	View	Class
2019	July	2019-07-01 00:00:00	2019-07-31 23:59:59	View	View	View	Class
2019	May	2019-05-01 00:00:00	2019-05-31 23:59:59	View	View	View	Class

- After clicking class button you can see the below window.
- You must select the corresponding date. Here we selected 11.

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• Enter correct details regarding the lecture and save.

Attendance Report

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Notes:

- Virtual class room support maximum of 100 users & do not support combined classes.
- Leave Blank for Video Conferencing URL
- Please use the latest updated browser for Virtual Classroom
- From and Up to must have a difference between 1 to 4 hours
- Sessions cannot overlap between other lecturers for the same batch.
- Total hours must be less than 4.5 hours.
- There should be a gap of at least 1/2 an hour between sessions.
- System will monitor student and teacher both where in the LMS at each half an hour.
- Final decision for payment is done by admin division.
- Then new virtual lecture will appear on top of the relevant subject page.



• After the session you can find the recorded video here. It will take about 4 hours for the video to appear here.



DO NOT DELETE the Virtual Classroom activity under any circumstances.

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- The recording is only here for two days.
- Playback video contain everything but if the video is downloaded it does not contain shared slides or shared screens.

END THE RECORDING SESSION ONCE THE LECTURE IS FINISHED

Click on the 3 dot Settings Drop Down Menu & Select END MEETING.

MESSAGES	< Public Chat	:	< Virtual Classroom HNDNE19.2F/CO	Start recording	
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MESSAGES	ç Public Chat	KA Virtual Classroom HNDNE19.27/CO	(Start recording :
NOTES Shared Notes USERS (1)	Virtual Classroom for Network Programming Design (HNDNE19.2F/CD) This session may be recorded. This server is running BigBlueButton.	NIBM WORLD	CHAT Send public & private messages. WEBCAMS Hold visual meetings. AUDIO Communicate using high quality
		End meeting × Are you sure you want to end this meeting for everyone (all users will be disconnected)? Tra No WELCOME TO NIBM WORLL WIDE BLENDED LEARNING LATFORM	EMOJIS Express yourself to others. Express yourself to others. BREAKOUT ROOMS Group users into breakout room for team collaboration. Poll your users anytime. Share your screen. Share your screen. WHITEBOARD WHITEBOARD
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• After that Select Yes from the Pop Up Window as shown in the above picture.

ALERT!

PLEASE END THE MEETING ONCE YOU HAVE FINISHED A SESSION OTHERWISE THE ONGOING LECTURE RECORDING WILL NOT BE UPLOADED TO THE LMS.

(RECENTLY MANY STUDENTS HAVE COMPLAINED REGARDING SESSIONS NOT BEEN AVAILABLE ON VIRTUAL CLASSROOM RECORDINGS)

Note – Virtual Classroom Recordings will only last for 02 days. Then they will be automatically deleted.

For fursther information and issues contact Mr. Ramesh 076 649 7663