## LOGIN AND PASSWORD FOR TEACHERS

- 1. Contact admin [Exam Incharge] with a request to register you for this web application.
- 2. You full name, designation, subject, class, section, mobile number, email id will be needed at the time of registration.
- 3. When you are registered successfully, default LoginID and Password is generated for class teachers as under:

**Login ID** = Your email **Password** = Your mobile number

- 4. Login using the password and change the password according to your wish. Make a strong password with at least 8 characters including letters, numbers and special characters. Do not share your password with other teachers.
- 5. In case you forget your password, contact Admin and ask to reset your password.
- 6. Please remember that whatever activities are done by you in the software, it is recorded in a log file. Entry of new student, deleting a student, mark entry, etc everything is recorded. Therefore, never do any unauthorized an unwanted activities in the software.

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