

INSTRUCTIONS FOR FACULTY

USER MANUAL



CENTRE FOR PROFESSIONAL STUDIES

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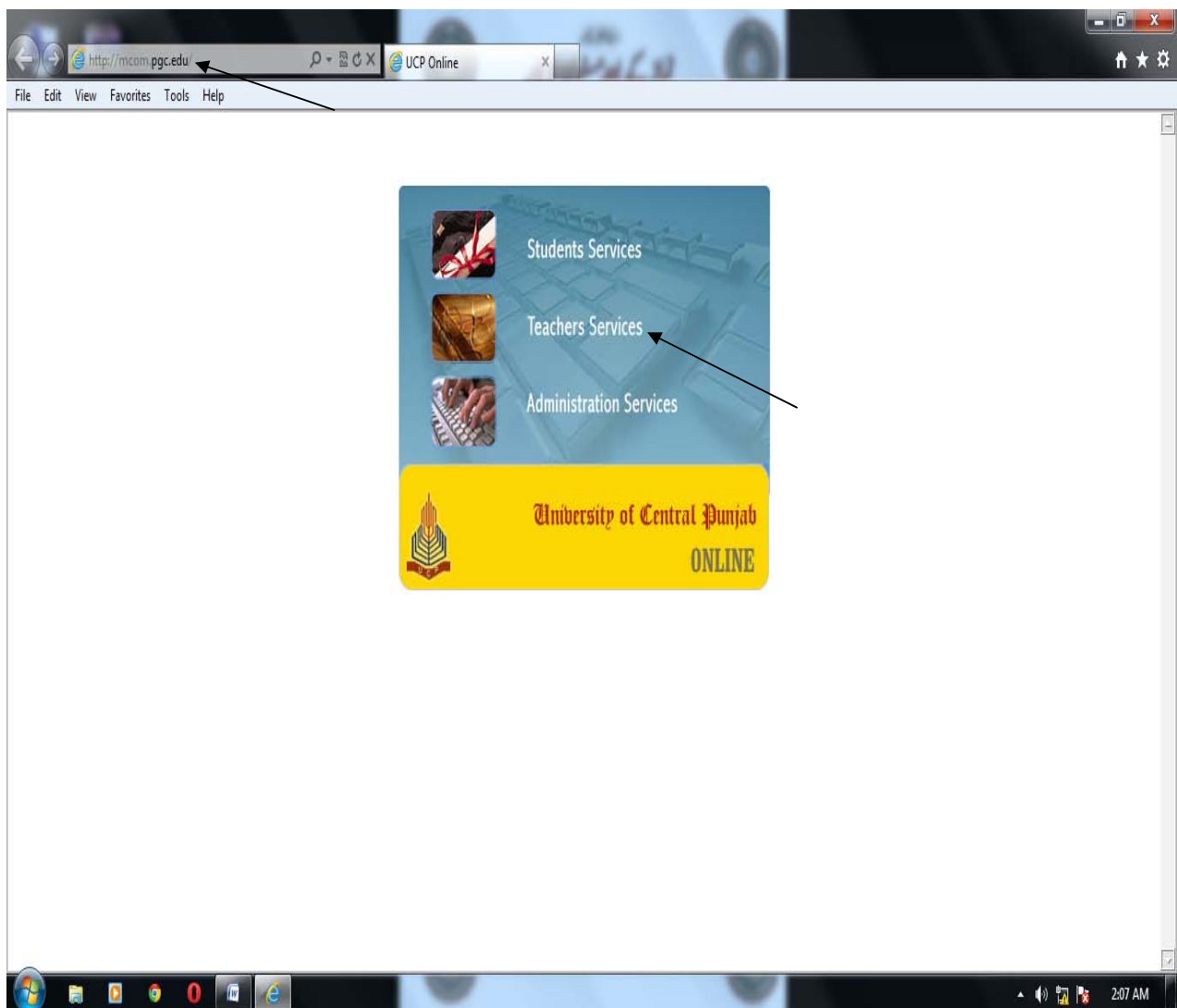
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PORTAL MANUAL

Getting Started

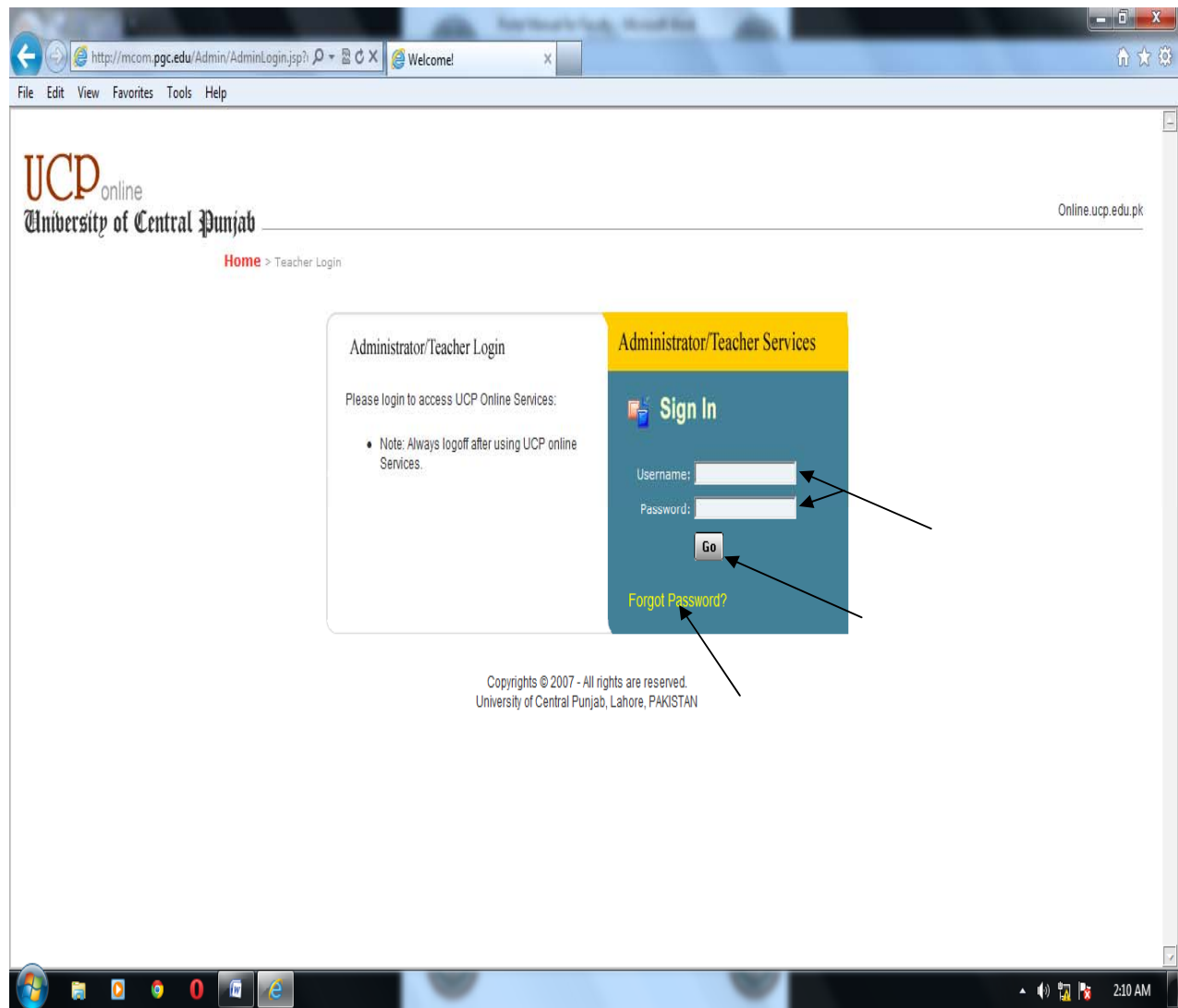
The procedure to operate your online portal is explained below in the following steps.


- ❖ Click on the [Internet Explorer](#) 
- ❖ Type in the URL: mcom.pgc.edu in the address bar. The following screen will appear.



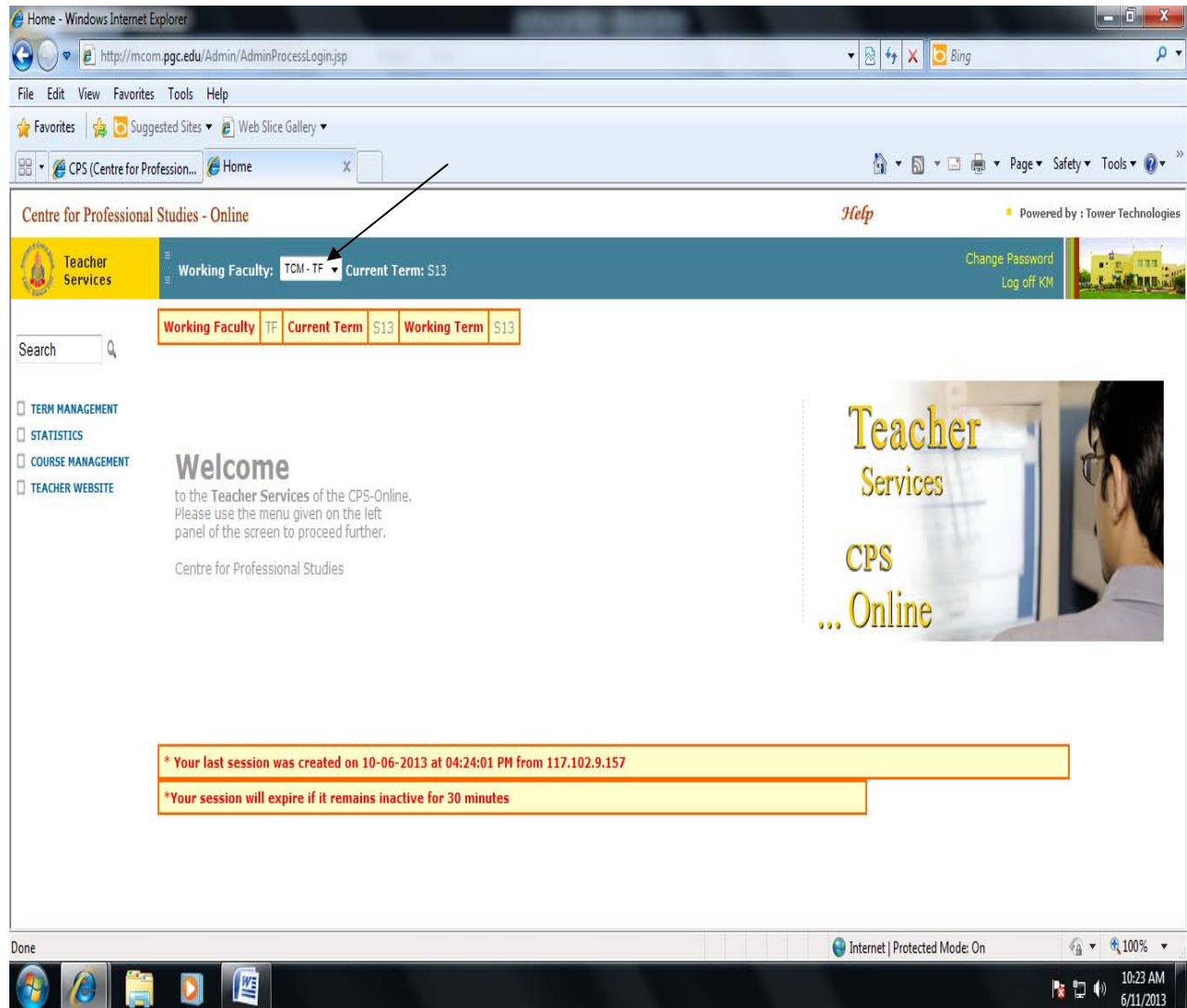
- ❖ Click on the [Teachers Services](#). The following screen will appear.

Logging In to Portal



- ❖ Type the [Username](#) and [Password](#), provided by CPS, in the respective text boxes and press. . The following screen will appear.
- ❖ If you have forgotten your password, type your [Username](#) and click [Forgot Password](#). The new generated password will be sent to the portal manager. You need to put a request through an e-mail to the portal manager to reset your password. The portal manager will then assign a new password and send it back to you in the same day.

Choosing Faculty

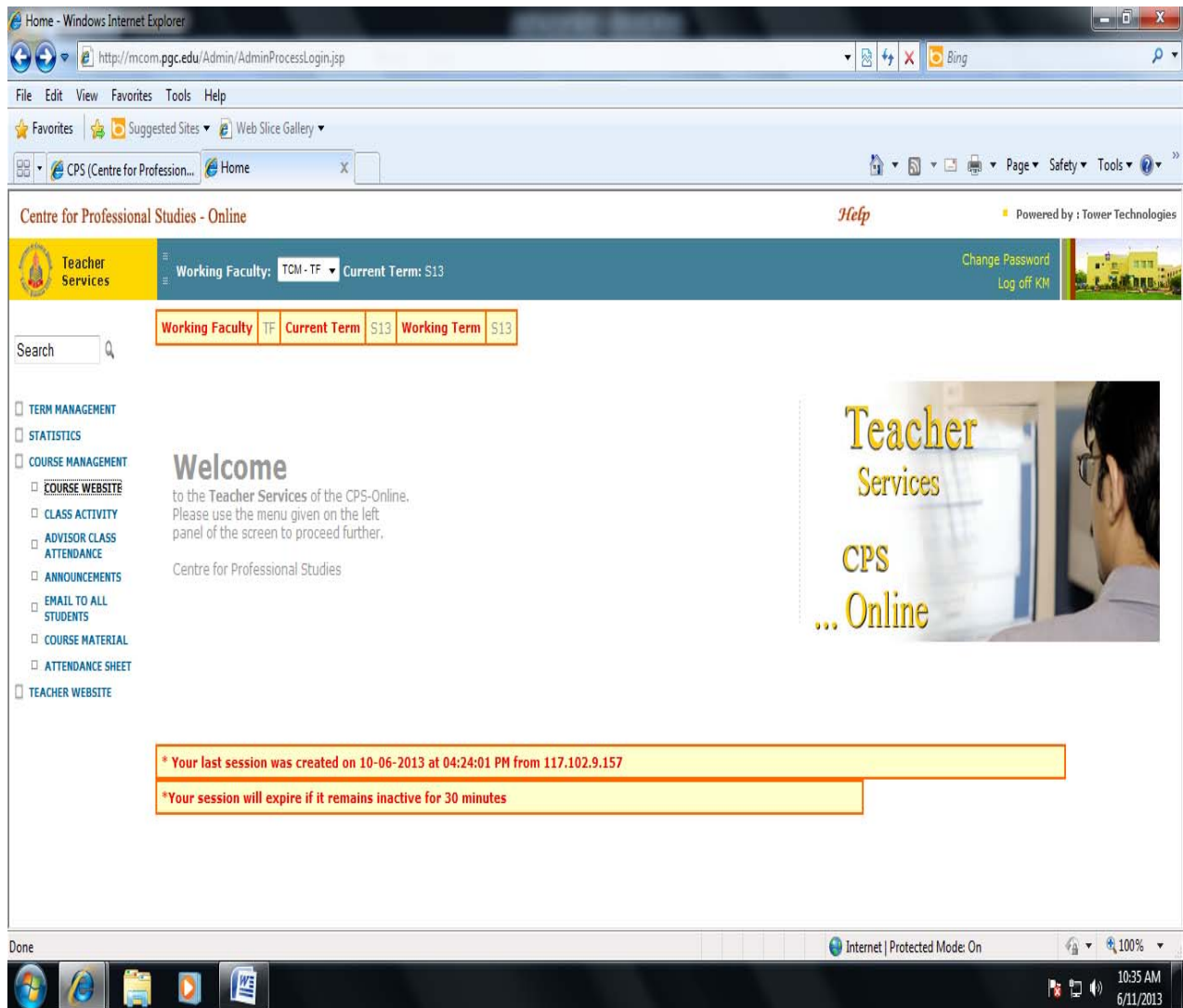


❖ Choose

☞ [FOC](#) for M.Com Courses

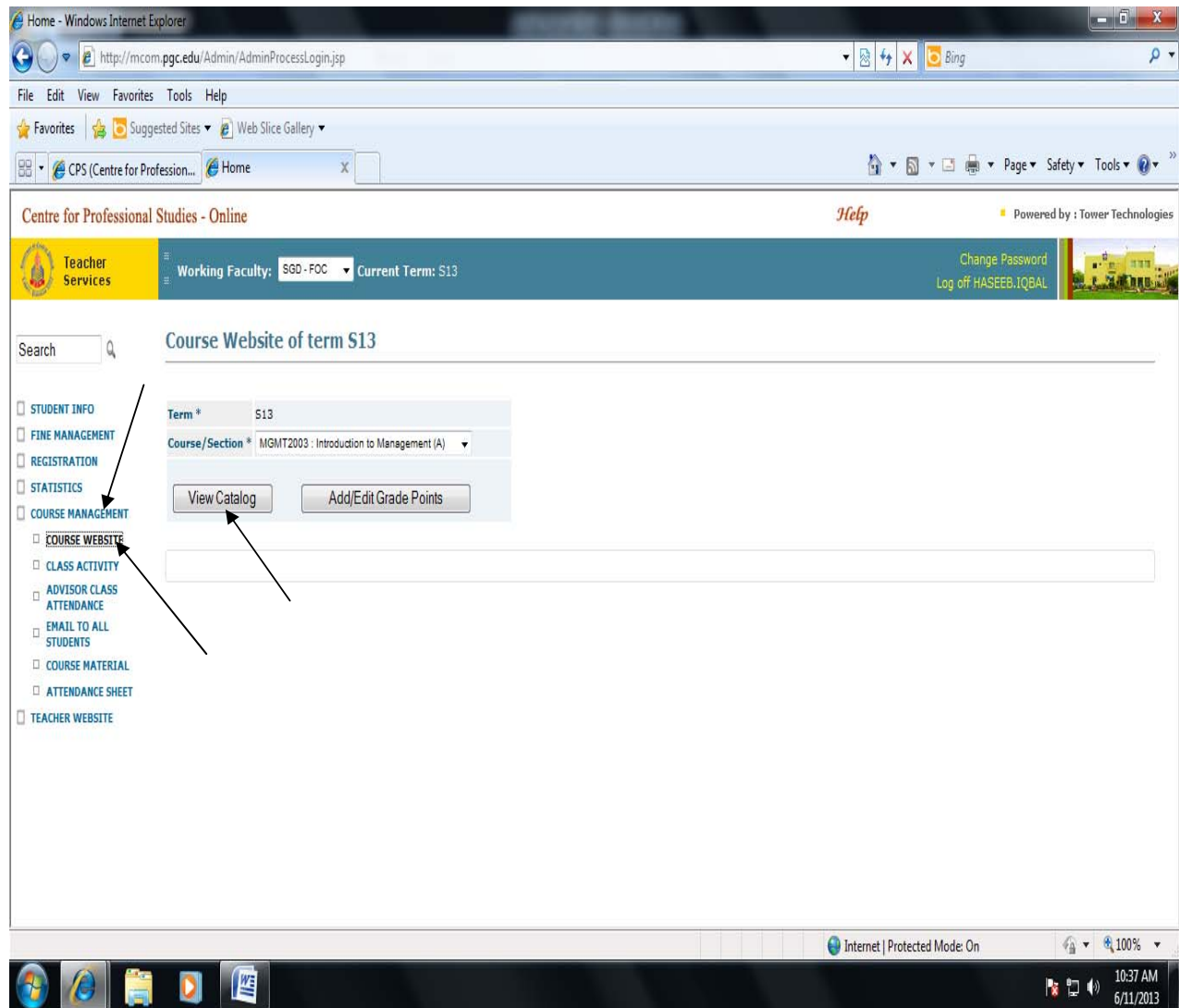
☞ [FOMS](#) for ADP Courses

The following screen will appear.



Course Website

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [COURSE WEBSITE](#) option. The following screen will appear.



- ❖ There are two buttons [View Catalog](#) and [Add/Edit Grade Points](#).
- ❖ To view the contents of course outline, click [View Catalog](#). The following screen will appear.

The fields with * mark are mandatory fields

Course Catalog - Windows Internet Explorer

http://mcom.pgic.edu/Admin/AdminProcessCatalog.jsp

File Edit View Favorites Tools Help


Google Search Share More Sign In

Favorites Suggested Sites Web Slice Gallery

Course Catalog

UCP Online - Course Catalog

Powered by : Tower Technologies



PROF. ABAID ULLAH SHAKIR : [FIN3413] Business Finance (C) Instructor: PROF. ABAID ULLAH SHAKIR

Course Requirements

Student should have personal calculator and Cell phones should be powered off. Eatables are not allowed in the class. The teacher will not tolerate any disruptive behavior in the class.

Course Description

This course begins with the importance of finance, financial markets & institutions, types of financial transactions, and financial statements of a business organization. Then it covers the concept of financial strengths and weaknesses of a firm so the students can understand the business situation at any time in terms of its cash flow position. The concept of time value of money is also introduced to give students awareness of investment and its return after any given time period.

Course Objectives

After studying this course the students should be able to:

This course provides a foundation to help you understand various topics in finance. A variety of learning material and opportunities to practice basic concepts underlie the design of this course. You are encouraged to discover, collaborate and regulate learning at your own pace from multiple sources of information provided. A mix of individual and collaborative work will help you take advantage of peer expertise so as to develop the skill to understand the fundamentals that underlie the field of finance.

Learning Outcomes

After studying this course you should be able to understand: The meaning of finance, its importance in business, and its role in the economy. The concept of time value of money, and its application.

Done Internet | Protected Mode: On 100%

10:23 AM 6/18/2013

Course Catalog - Windows Internet Explorer

http://mcom.pgic.edu/Admin/AdminProcessCatalog.jsp

File Edit View Favorites Tools Help

Google Search Share More » Sign In

Favorites Suggested Sites Web Slice Gallery

Course Catalog

Assessment and Evaluation

Exam Type	Percentage(%)	Consideration
Quiz	15	Take Average of All
Assignments	15	Take Average of All
Mid Term	30	Take Average of All
Final Term	40	Take Average of All

Calendar of Activities

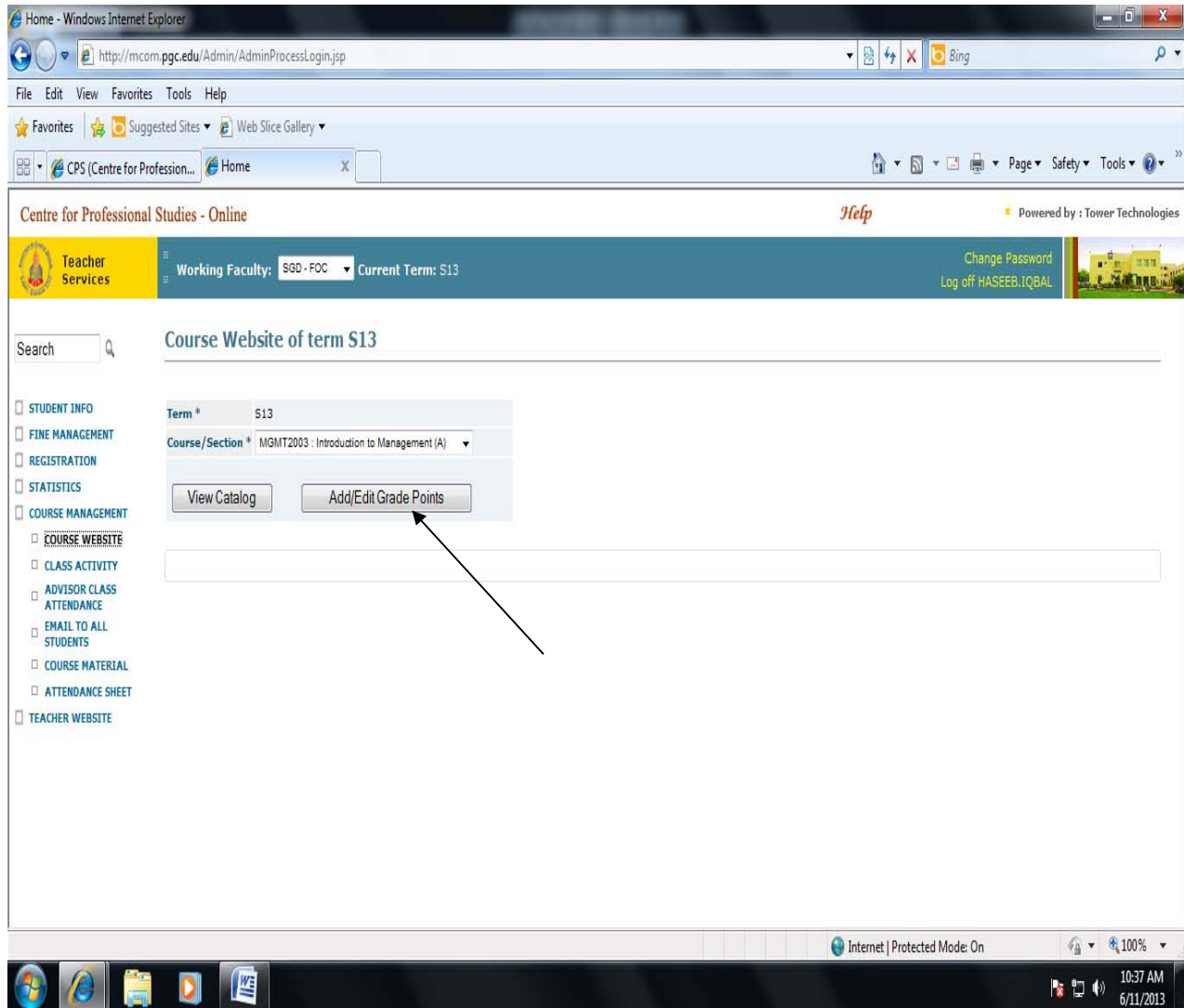
Week	Contents	Tasks/Activities
1	An overview of financial management & Introduction & Forms of business organization & Stock prices and shareholder value & Important business trends & Business ethics	
2	An overview of financial management & Stock prices and shareholder value & Important business trends & Business ethics	Assignment-1
3	Financial Markets and Institutions & The capital allocation process & Financial markets & Financial institutions	
4	Financial Markets and Institutions & The stock market & Over the Counter market	Quiz-1
5	Financial statements, cash flow and taxes & Financial statements and reports & Balance sheet and income statements & Statement of cash flows	
6	Financial statements, cash flow and taxes & Statement of stockholder's equity & Income taxes	Assignment-2
7	Analysis of financial statements & Ratio analysis & Liquidity ratios & Asset management ratios & Debt management ratios	
8	Analysis of financial statements & Profitability ratios & Market value ratios & Benchmarking	Quiz-2
9	MID TERM	
10	Interest rates & The cost of money & Interest rate levels & Determinants of market interest rates	
11	Interest Rates & Structure of interest rates & Yield curve & Influence of macro-economic factors on interest rate level & Interest rate and business decisions	Assignment-3
12	Time value of money & Timelines & Future and present values & Finding the interest rate	Assignment-3

Done Internet | Protected Mode: On 100%

10:24 AM 6/18/2013

Grade Points Entry

- ❖ To set grade points, click [Add/Edit Grade Points](#).



The following screen will appear.

Home x Admin Section Managem x ACCT4163 : Financial Man x ACCT4163 : Financial Man x

mcom.pgc.edu/Admin/AdminProcessCatalog.jsp

GRADE POINTS

ACCT4163 : Financial Management (A)

Exam Type * Assignments

Percentage * %

Average All ☒

Consider Top ☐

Add

Assessment and Evaluation

Exam Type	Percentage(%)	Consideration	Options
Quiz	20	Take Average of All	Edit Delete
Assignments	20	Take Average of All	Edit Delete
Mid Term	30	Take Average of All	Edit Delete
Final Term	30	Take Average of All	Edit Delete

Total Percentage: 100%

Close

❖ To Enter the percentage of the respective assessment and evaluation;

- ☞ Select [Exam Type](#) from the drop down menu. The [Exam Type](#) includes 'Quiz', 'Assignments', 'Mid Term' and 'Final Term'.
- ☞ Enter [Percentage](#) for the respective exam type.
- ☞ Select option [Average All](#) if average marks of all the Quiz/Assignments are to be included in final result.
- ☞ Select option [Consider Top](#) if average marks of the best scored Quiz/Assignments is to be included in final result.
- ❖ To change the percentage of the respective assessment and evaluation, click [Edit](#) option
- ❖ To delete the percentage of the respective assessment and evaluation, click [Delete](#) option

Class Activity


- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [CLASS ACTIVITY](#) option. The following screen will appear.

The screenshot shows a web browser window displaying the 'Centre for Professional Studies - Online' system. The interface includes a navigation menu on the left with options like STUDENT INFO, FINE MANAGEMENT, REGISTRATION, STATISTICS, and COURSE MANAGEMENT. Under COURSE MANAGEMENT, the 'CLASS ACTIVITY' option is highlighted. The main content area is titled 'Section Management' and shows details for 'MGMT2003 : Introduction to Management (A)'. It includes fields for Term, Course/Section, Options, Title, Date, Total Marks, Last Date, and Description. Below these fields, there are tabs for Assignments, Mid Term, Project-Presentation, Quiz, and Lecture. A table at the bottom lists activities with columns for Date, Title, Total Marks, Last Date, and Options Status. The table shows one entry for 'assignments 1' on '20-03-2013' with '11' total marks and a status of 'Approved'.

Date	Title	Total Marks	Last Date	Options Status
20-03-2013	assignments 1	11		Result Approved

The class activity comprises of Assignments, Mid Term, Quiz, Lectures and other activities. The teacher enters every activity done in the class that keeps track of what has been performed in the whole semester.

❖ To Enter the class activity;

- ☞ The [Course/Section](#) drop down menu shows only the course(s) and section(s) of respective teacher. In case of more than one course, select the desired course of which class activity is to be entered.
- ☞ Select activity to be entered from [Options](#) drop down menu. The respective title will automatically appear in the [Title](#) textbox.
- ☞ Select [Date](#) and [Last Date](#) (if required) from Month Viewer  .
- ☞ Enter [Total Marks](#) for the activity other than 'Lecture'.
- ☞ Enter [Description](#) to explain the respective activity.
- ☞ Click [Add](#) button. If the tab of that activity exists, the activity will appear in the list under that tab. Otherwise, a new tab showing activity name as caption will appear.
- ☞ Click on the [Result](#) link. The following screen will appear.

Centre for Professional Studies - Online

Administrator Services

Working Faculty: OKR-FOC Current Term: S13

Change Password Log off SHANDANA.NAWAZ

Search

34	O1F12MCOM0112	KAMRAN USMAN	9
35	O1F12MCOM0121	Naeem Akram	5
36	O1F12MCOM0122	Muhammad Arshad	7
37	O1F12MCOM0124	Waheed Ashraf	8
38	O1F12MCOM0125	Haroon	6
39	O1F12MCOM0126	MUHAMMAD HAIDER HUSSAIN	7
40	O1F12MCOM0127	Zahid Hussain	8
41	O1F12MCOM0128	Saleh Abdullah	6
42	O1F12MCOM0129	Hammad Ashiq	9
43	O1F12MCOM0130	Sajjad Haider Jatoti	4
44	O1F12MCOM0131	Muhtasham Ali	8
45	O1F12MCOM0132	RASHID MEHMOOD	9
46	O1F12MCOM0133	MAZHAR ANSAR	7

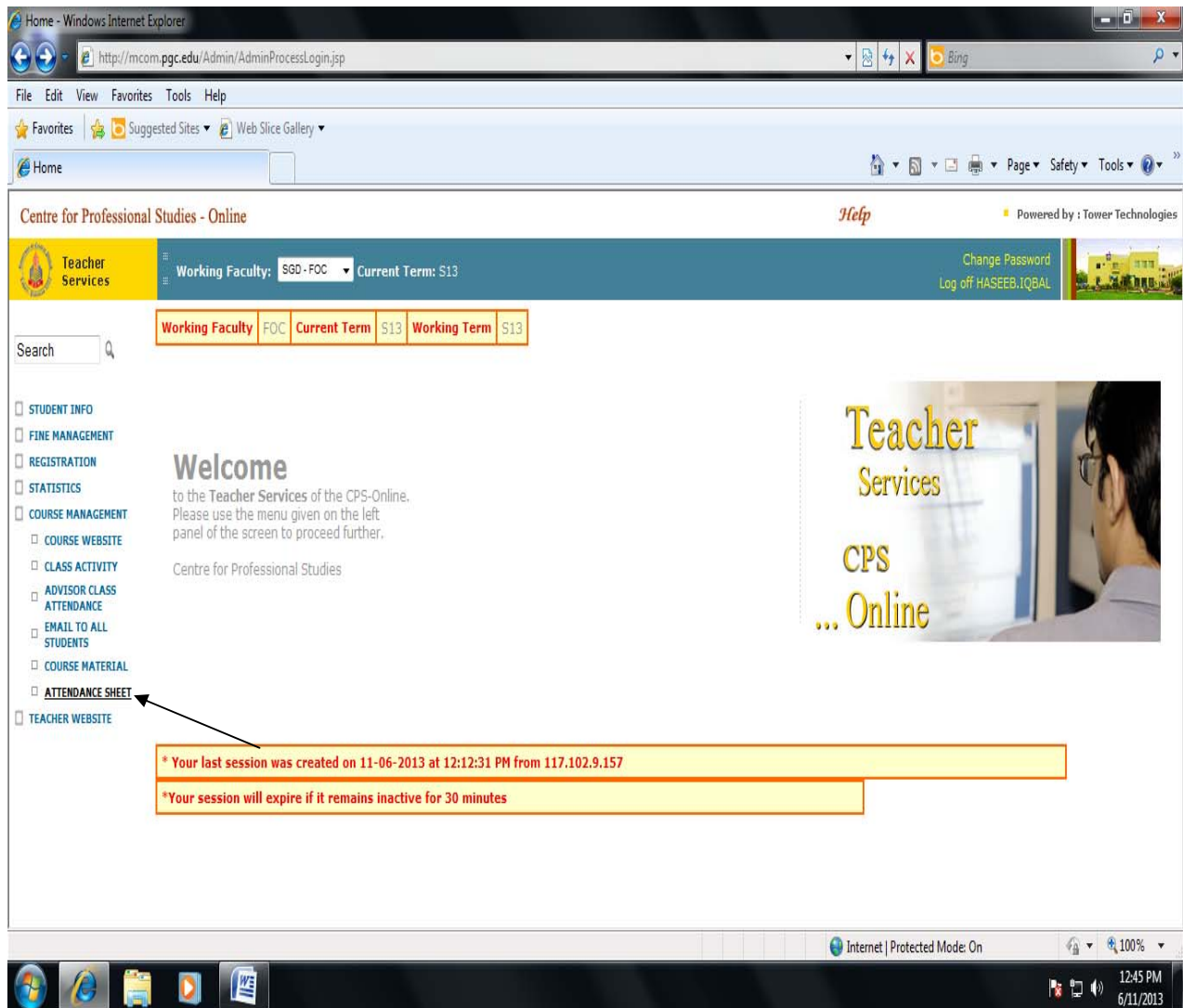
Total: 46

Cancel Submit for Approval

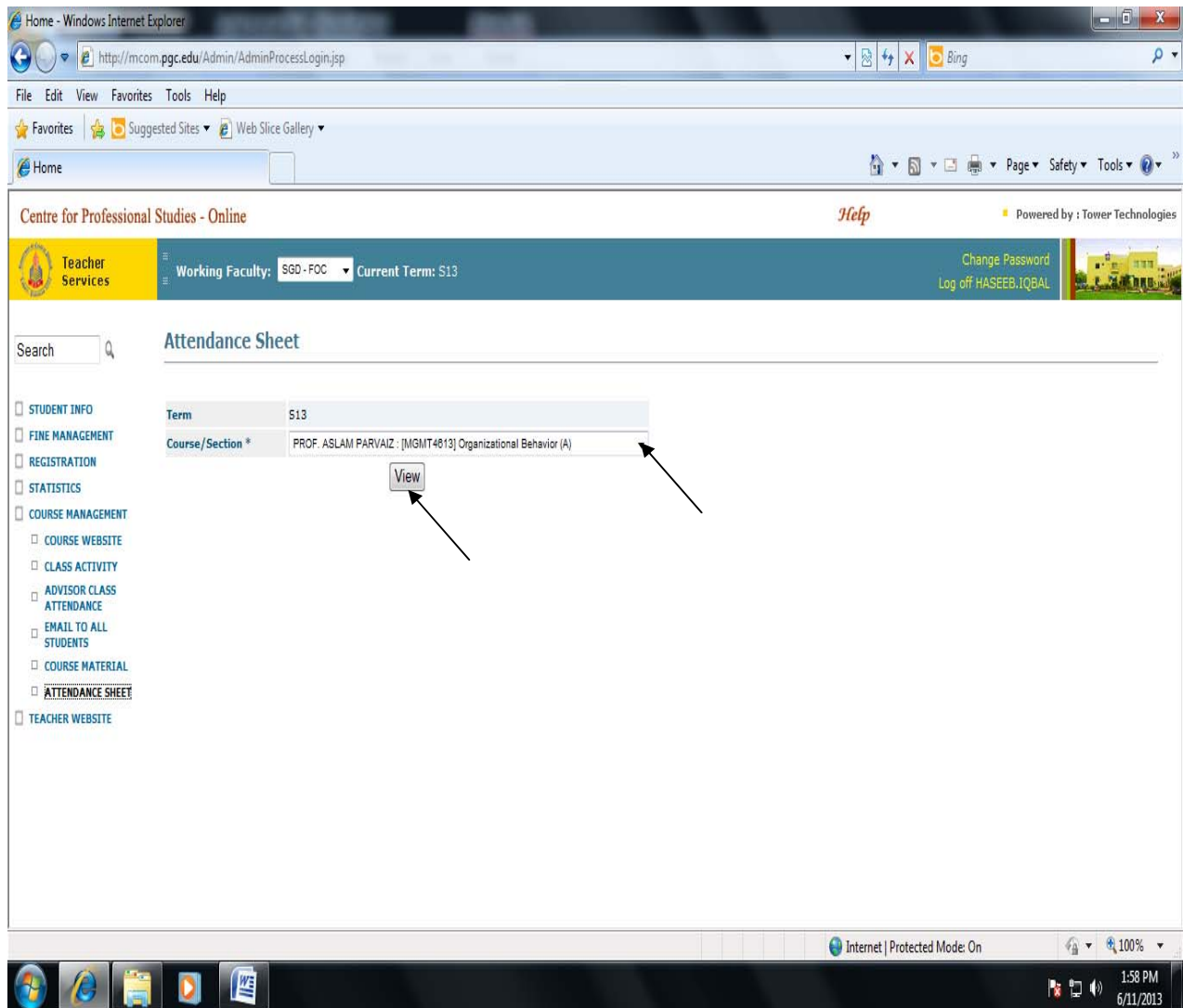
- ☞ Enter Obtained Marks of all students for the activity other than 'Lecture'.
- ☞ For 'Lecture', there are three links in the option pane.
 - Edit allows change of Title, Date and Description of the respective lecture.
 - File allows uploading of course material.
 - Delete removes the entry from the list under the tab.
- ☞ Click Submit for Approval. The respective activity will be approved.

Class Attendance

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [ATTENDANCE SHEET](#) option.



The following screen will appear.



- ❖ Select the [Course/Section](#) from the drop down menu.
- ❖ Click [View](#) button. The following screen will appear.


Centre for Professional Studies - Online Help Powered by : Tower Technologies

Administrator Services Working Faculty: MZO - FOMS Current Term: S13 Change Password
Log off SHANDANA.NAWAZ

Search

- ☐ TERM MANAGEMENT
- ☐ STUDENT INFO
- ☐ REGISTRATION
- ☐ STATISTICS
- ☐ ATTENDANCE MANAGEMENT
- ☐ COURSE MANAGEMENT
 - ☐ COURSE WEBSITE
 - ☐ CLASS ACTIVITY
 - ☐ ADD/EDIT CATALOG
 - ☐ CLASS ACTIVITY REPORT
 - ☐ ANNOUNCEMENTS
 - ☐ COURSE WEBSITE REPORT
 - ☐ EMAIL TO ALL STUDENTS
 - ☐ CLASS ACTIVITY APPROVAL
 - ☐ ATTENDANCE SHEET

Signature field(s) detected. Open Sign Pane



Punjab College of Commerce

(Incorporated by Ordinance No. XXIV of 2002 promulgated by Government of Pakistan)

ATTENDANCE SHEET

Date: 30 July 2013

Course Code: ENG2633 Section: A

Course Title: Communication Skills

Classes

Regular: 35

Makeup: 0

Total: 35

Unheld: -3

1- Student listed only in this sheet should be allowed to attend the class.

2- Mark 'A' for absent and 'P' for present.

3- Reason for manual attendance _____

S.No.	New Reg #	Student Name	Missed	Status
1	M3F12ASOC0001	Syed Zaib Ali Naqvi	0	
2	M3F12ASOC0002	Abida Khana	0	
3	M3F12ASOC0003	Aasma Shahidhan	0	

According to the policy, teacher will mark attendance and give it to the Coordinator appointed by the Principal of the respective campus. The Coordinator will then upload the attendance on the portal.



Making an Announcement

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [ANNOUNCEMENTS](#) option.

The screenshot displays the 'mcom.pgc.edu/Admin/AdminProcessLogin.jsp' web page. The header includes 'Centre for Professional Studies - Online', a 'Help' link, and 'Powered by : Tower Technologies'. The main navigation bar shows 'Working Faculty: TCM - TF', 'Current Term: S13', and links for 'Change Password' and 'Log off KM'. A search bar is present, along with filters for 'Working Faculty', 'TF', 'Current Term', 'S13', 'Working Term', and 'S13'. The left sidebar lists various options: TERM MANAGEMENT, STATISTICS, COURSE MANAGEMENT (with sub-options like COURSE WEBSITE, CLASS ACTIVITY, ADVISOR CLASS ATTENDANCE, ANNOUNCEMENTS, EMAIL TO ALL STUDENTS, COURSE MATERIAL, and ATTENDANCE SHEET), and TEACHER WEBSITE. The 'ANNOUNCEMENTS' option is highlighted with a red arrow. The main content area features a 'Welcome' message and a 'Teacher Services CPS ... Online' banner. At the bottom, two yellow boxes provide session information: '* Your last session was created on 08-06-2013 at 10:43:11 AM from 117.102.9.157' and '*Your session will expire if it remains inactive for 30 minutes'. The Windows taskbar at the bottom shows the system clock as 11:23 AM.

The following screen will appear.


Announcements

Course/Section *	AMNA NIAZI : [ENG2013] Business Communication - e (A)
Subject *	<input type="text"/>
Announcement Date *	<input type="text"/> 
Expiry Date	<input type="text"/> 
Announcement *	<input type="text"/>
<input type="button" value="Add"/>	

Announcements					
	Date	Subject	Description	Exp Date	Options
	12-04-2007	Quiz	This quiz is relevant to lecture 1 to lecture 10.	13-04-2007	Edit Delete
NEW!	26-04-2007	Assingment1	New assignment has been uploaded	28-04-2007	Edit Delete

Total: 2



❖ To Enter an announcement;

- ☞ Select the [Course/Section](#) from the drop down menu.
- ☞ Enter [Subject](#) of the announcement.
- ☞ Select [Announcement Date](#) and [Expiry Date](#) (if required) from Month Viewer 
- ☞ Enter [Announcement](#) to be made.
- ☞ Click [Add](#) button. The announcement will appear in the [Announcements](#) list.

Changing an Announcement

- ❖ To change the announcement, click [Edit](#) link in the [Options](#) pane. The following screen will appear. Change the fields as per your requirement and click [Update](#) button.

Edit Section Management

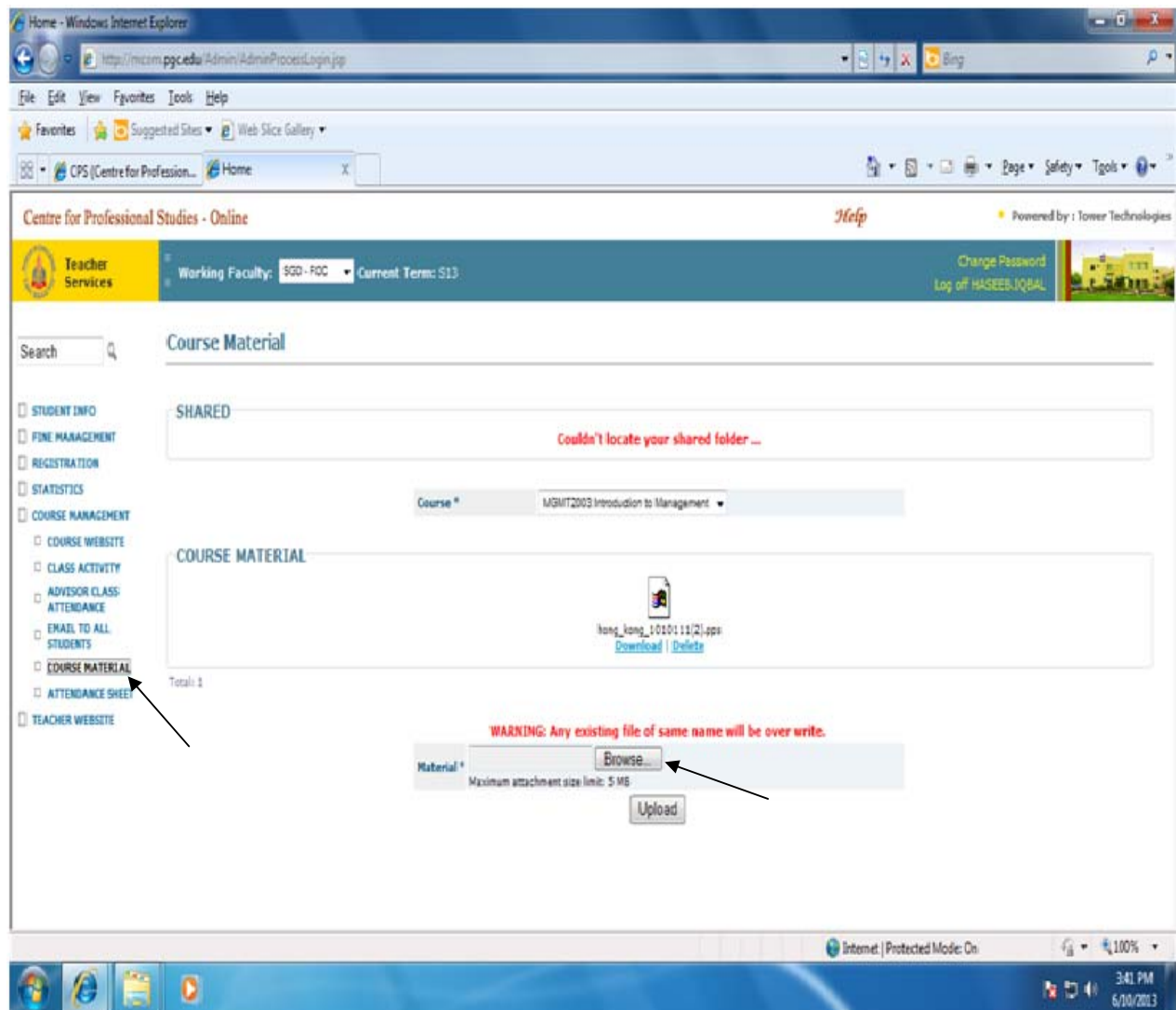
Course/Section	ENG2013 : Business Communication - e (A)	
Subject *	<input type="text" value="Quiz"/>	
Announcement Date *	<input type="text" value="12-04-2007"/>	
Expiry Date	<input type="text" value="13-04-2007"/>	
Announcement *	<input type="text" value="This quiz is relevant to lecture 1 to lecture 10."/>	
<div><input type="button" value="Update"/> <input type="button" value="Cancel"/></div>		

- ❖ To delete the announcement, click [Delete](#) link in the [Options](#) pane.

Uploading Course Material

A file can be loaded against any Lecture, Assignment, Class Presentation, Quiz, Midterm and Final term by clicking the file link.

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [COURSE MATERIAL](#) option. The following screen will appear.



- ❖ In case of more than one course, select respective [*Course/Section*](#) from drop down menu.
- ❖ Click [*Browse*](#) button, **Choose File to Upload** dialogue box will appear.
- ❖ Select the file from location where you saved it and click [*Open*](#).
- ❖ Click [*Upload*](#) button. The file will appear in the [*Course Material*](#) list.

Communication with Students

The *Email to all Students* option sends emails to students who are registered in current semester.

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [EMAIL TO ALL STUDENTS](#) option.

The screenshot displays the 'Teacher Services' portal for the Centre for Professional Studies - Online. The browser address bar shows 'mcom.pgc.edu/Admin/AdminProcessLogin.jsp'. The page header includes 'Help' and 'Powered by : Tower Technologies'. The main navigation bar shows 'Working Faculty: TCM - TF' and 'Current Term: S13'. A search bar is present. The left sidebar contains a list of options: TERM MANAGEMENT, STATISTICS, COURSE MANAGEMENT, COURSE WEBSITE, CLASS ACTIVITY, ADVISOR CLASS ATTENDANCE, ANNOUNCEMENTS, EMAIL TO ALL STUDENTS (highlighted with a black arrow), COURSE MATERIAL, ATTENDANCE SHEET, and TEACHER WEBSITE. The main content area features a 'Welcome' message and a 'Teacher Services CPS ... Online' banner. At the bottom, two yellow warning boxes state: '* Your last session was created on 08-06-2013 at 10:43:11 AM from 117.102.9.157' and '*Your session will expire if it remains inactive for 30 minutes'. The Windows taskbar at the bottom shows the system clock as 11:23 AM.

The following screen will appear.

Email to all Students

Course/Section *	ASAD FEROZE : [AUD1333] Auditing Principles and Practices (A)
From *	asadferoze@yahoo.com
Subject *	<input type="text"/>
Message *	<div><div></div><div></div></div>
<div>Send Mail</div>	

Sent Mails	
Date	Subject
Total Sent Mails: 0	

- ❖ In case of more than one course, select [Course/Section](#) drop down menu.
- ❖ Enter [Subject](#) of email and the [Message](#) to be sent.
- ❖ Click [Send Mail](#) button. The Subject of the mail will appear in the [Sent Mails](#) list

Declaring Results

- ❖ From the options given on the left of the screen, click [COURSE MANAGEMENT](#).
- ❖ Click the [CLASS ACTIVITY](#) option. The following screen will appear.

Centre for Professional Studies - Online

Administrator Services

Working Faculty: DSK-FOMS Working Term: S13 Current Term: S13

Change Password Log off CONTROLLER.CPS

Section Management

Search

- TERM MANAGEMENT
- STUDENT INFO
- REGISTRATION
- STATISTICS
- COURSE MANAGEMENT
 - COURSE WEBSITE
 - CLASS ACTIVITY**
 - CLASS ACTIVITY REPORT
 - COURSE WEBSITE REPORT
 - EMAIL TO ALL STUDENTS
 - CLASS ACTIVITY APPROVAL
 - ATTENDANCE SHEET
 - EXAM ATTENDANCE SHEET
 - ATTENDANCE REPORT
- GRADE NOTIFICATION

Term: S13

Course/Section *: PROF. FAISAL IMRAN : [MKTG2003] Fundamentals of Marketing (G) [View Marks Sheet](#)

Options *: —Select Options—

Title *

Date *

Total Marks * (This field is not required for Lecture)

Last Date

Description

[Continue to Result Compilation](#)

[Add](#)

MKTG2003 : Fundamentals of Marketing (G)

[Assignments](#) [Case Study](#) [Final Term](#) [Mid Term](#) [Lecture](#)

Date	Title	Total Marks	Last Date	Options	Status
19-03-2013	assignments 1	25	26-03-2013	Result	Approved
Description: king fisher case study history and development					
09-04-2013	assignments 2	15	09-04-2013	Result	Approved
Description: Assignment					

You can view and save the detailed marks of students by selecting [View Marks Sheet](#). This function can be used anytime throughout the semester. It is advisable that after entering Quiz / Assignment / Mid Term and Final Term, make a backup copy of detailed marks in excel format by clicking on this button.

- ❖ Click the [View Marks Sheet](#) button. The following screen will appear.

Centre for Professional Studies - Online

Administrator Services

Working Faculty: OKR - FOC Working Term: F12 Current Term: S13

Change Password Log off CONTROLLER.CPS

Search

Marks Sheet

Term: F12
Course Code: MIS3663
Course Name: Management Information System
Section: B
Teacher name: PROF. IMRAN AHMAD

Details

S. No.	Reg #	Student Name	Quiz 1	Quiz 2	Assignments 1	Assignments 2	Mid Term 1	Final Term 1	Weighted %	Adj Factor	Inc 1%	Adj %	Grade
Maximum Marks=> 5			5	10	10	30	50						
1	O1F12MCOM0002	MOHAMMAD SOHAIB MUNIR	4.3	4.5	8.0	9.0	24.6	30.0	74.4	0.0	0	74.4	B-
2	O1F12MCOM0003	ARFAN AMJAD	5.0	4.3	8.0	9.0	28.2	41.0	87.3	0.0	0	87.3	A-
3	O1F12MCOM0006	ZAHIR AHMAD	5.0	3.8	9.0	9.0	27.0	39.0	85.0	0.0	1	86.0	A-
4	O1F12MCOM0007	MUHAMMAD AWAIS SHABEER	3.8	3.8	8.0	8.0	25.8	32.0	75.0	0.0	0	75.0	B-
5	O1F12MCOM0008	MUHAMMAD AKRAM	4.8	3.8	8.0	9.0	22.8	36.0	77.2	0.0	0	77.2	B
6	O1F12MCOM0012	ABDUL MANAN	4.8	4.3	9.0	8.0	22.8	30.0	72.9	0.0	0	72.9	B-
7	O1F12MCOM0014	BILAL FARID	5.0	4.5	8.0	9.0	27.0	38.0	83.9	0.0	0	83.9	B+
8	O1F12MCOM0015	ZOHAIB LATIF	4.8	4.0	9.0	9.0	27.6	38.0	84.8	0.0	1	85.8	A-
9	O1F12MCOM0016	MUHAMMAD NABEEL	4.5	4.5	8.0	9.0	25.2	31.0	76.0	0.0	1	77.0	B
10	O1F12MCOM0023	ROHAIL WAHEED	4.3	3.5	9.0	9.0	27.6	36.0	82.2	0.0	0	82.2	B+
11	O1F12MCOM0026	MUHAMMAD ZOHAIB SHAKIL	4.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0.0	Withdrawn
12	O1F12MCOM0031	ARSLAN SHAFIQ	5.0	4.5	9.0	9.0	25.8	39.0	84.5	0.0	0	84.5	B+
13	O1F12MCOM0032	MUHAMMAD FARHAN	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0.0	Withdrawn

View/Download Report in Excel Format

- ❖ Scroll down and Click the [View/Download Report in Excel Format](#) link. The following screen will appear.

Home - Windows Internet Explorer
 http://mcom.pgc.edu/Admin/AdminProcessLogin.jsp

File Edit View Favorites Tools Help

Home

Centre for Professional Studies - Online

Administrator Services

Working Faculty: OKR - FOC Working Term: F12 Current Term: S13

Change Password
Log off CONTROLLER.CPS

Search

TERM MANAGEMENT
 STUDENT INFO
 REGISTRATION
 STATISTICS
 COURSE MANAGEMENT
 COURSE WEBSITE
 CLASS ACTIVITY
 CLASS ACTIVITY REPORT
 COURSE WEBSITE REPORT
 EMAIL TO ALL STUDENTS
 CLASS ACTIVITY APPROVAL
 ATTENDANCE SHEET
 EXAM ATTENDANCE SHEET
 ATTENDANCE REPORT
 GRADE NOTIFICATION

18 O1F12MCOM0041 MU
 19 O1F12MCOM0042 AD
 20 O1F12MCOM0045 AB
 21 O1F12MCOM0046 MU
 22 O1F12MCOM0057 SH
 23 O1F12MCOM0064 MU
 24 O1F12MCOM0068 MU
 25 O1F12MCOM0070 SY
 26 O1F12MCOM0073 SA
 27 O1F12MCOM0076 AS
 28 O1F12MCOM0082 MU
 29 O1F12MCOM0084 IN
 30 O1F12MCOM0085 MU
 31 O1F12MCOM0093 RA
 32 O1F12MCOM0094 MU
 33 O1F12MCOM0100 AB
 34 O1F12MCOM0103 ZE
 35 O1F12MCOM0106 RIZWAN HUSSAIN SHAH 4.0 4.5 8.0 9.0
 36 O1F12MCOM0108 HAFIZ MUHAMMAD SAJID 4.8 4.5 9.0 9.0
 37 O1F12MCOM0109 HAFIZ MUHAMMAD AWAIS MAHRVI 4.8 3.8 9.0 9.0
 38 O1F12MCOM0113 ALI MURTAZA KHAN 4.8 2.5 8.0 8.0
 39 O1F12MCOM0114 MUHAMMAD ZUBAIR SHAHID 5.0 4.3 9.0 8.0
 40 O1F12MCOM0116 WAQAR ASHRAF 4.5 4.0 8.0 9.0
 41 O1F12MCOM0134 SARFARAZ NAZEER 5.0 3.5 8.0 9.0

28.2 34.0 81.9 0.0 0 81.9 B+
 29.4 36.0 85.0 0.0 1 86.0 A-
 25.2 39.0 82.7 0.0 0 82.7 B+
 27.0 36.0 81.3 0.0 0 81.3 B+
 27.6 41.0 85.9 0.0 0 85.9 A-
 0.0 Withdrawn
 24.0 26.0 68.6 0.0 0 68.6 C+
 27.0 42.0 86.1 0.0 0 86.1 A-
 27.6 29.0 77.3 0.0 0 77.3 B
 28.2 42.0 89.3 0.0 1 90.3 A
 27.0 37.0 80.6 0.0 0 80.6 B+
 27.6 34.0 82.3 0.0 0 82.3 B+
 25.8 42.0 85.9 0.0 0 85.9 A-
 25.2 35.0 78.7 0.0 0 78.7 B
 26.4 35.0 80.9 0.0 0 80.9 B+
 24.6 31.0 73.5 0.0 0 73.5 B-
 26.4 39.0 82.9 0.0 0 82.9 B+
 24.0 31.0 74.3 0.0 0 74.3 B-
 25.8 36.0 81.9 0.0 0 81.9 B+
 28.8 39.0 86.6 0.0 0 86.6 A-
 21.0 30.0 68.3 0.0 0 68.3 C+
 29.4 39.0 86.9 0.0 0 86.9 A-
 24.0 38.0 79.9 0.0 1 80.9 B+
 21.6 42.0 80.7 0.0 0 80.7 B+

Total: 41

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Marks Sheet

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TERM MANAGEMENT

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COURSE MANAGEMENT

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COURSE MATERIAL

ATTENDANCE SHEET

TEACHER WEBSITE

Term	Course Code	Course Name	Section
F12	ACCT4163	Financial Management	A

Marks Added to All Students: 1.0

Exam Type	Percentage	Total	Held	Included	Consideration
Quiz	20 %	4	4	<input checked="" type="radio"/> Average All <input type="radio"/> Consider Top	Quiz
Assignments	20 %	4	4	<input checked="" type="radio"/> Average All <input type="radio"/> Consider Top	Assignments
Mid Term	30 %	1	1	<input checked="" type="radio"/> Average All <input type="radio"/> Consider Top	Mid Term
Final Term	30 %	1	1	<input checked="" type="radio"/> Average All <input type="radio"/> Consider Top	Final Term

Cancel Apply Changes Submit for Approval

Details


Click to Include/Exclude from grading=>

S. No.	Reg #	Student Name	Quiz 1	Quiz 2	Quiz 3	Quiz 4	Assignments 1	Assignments 2	Assignments 3	Assignments 4	Mid Term 1	Final Term 1	Weighted %	Added to all Stds	Grace 1%	Adj %	Grade
Maximum Marks=>			20	20	20	20	10	10	10	10	100	100					
1	T1F12MCOM0011	test	11.0	12.0	8.0	7.0	8.0	8.0	0.0	7.0	89.0	88.0	80.6	1.0	<input type="checkbox"/>	81.6	B+
2	T1F12MCOM0012	ABDULLAH	12.0	13.0	9.0	8.0	7.0	5.0	7.0	8.0	49.0	78.0	65.6	1.0	<input type="checkbox"/>	66.6	C
3	T1F12MCOM0013	BABAR	15.0	14.0	10.0	9.0	5.0	6.0	8.0	9.0	79.0	86.0	81.0	1.0	<input type="checkbox"/>	82.0	B+
4	T1F12MCOM0014	SANA	16.0	15.0	11.0	10.0	9.0	6.0	5.0	4.0	76.0	85.0	78.8	1.0	<input type="checkbox"/>	79.8	B
5	T1F12MCOM0015	HUMA	17.0	16.0	12.0	11.0	5.0	4.0	3.0	5.0	75.0	56.0	65.8	1.0	<input type="checkbox"/>	66.8	C

- ❖ Enter [Marks Added to All Students](#) if equal marks are to be given to all students.
- ❖ Select option [Average All](#) if average marks of all the Quiz/Assignments are to be included in final result.
- ❖ Select option [Consider Top](#) if average marks of the best scored Quiz/Assignments is to be included in final result.
- ❖ Click [Apply Changes](#) button. The calculations of above mentioned steps will apply and the result will be visible in the [Details](#) list.
- ❖ Click the checkbox/es in the [Click to Include / Exclude from grading](#) pane to include / exclude the respective Quiz, Assignments, Mid Term and Final Term marks in the final grading.
- ❖ Click the [Grace 1%](#) checkbox if instructor wants to improve the grade of an individual student.
- ❖ Click the [Submit for Approval](#) button. The final mark sheet will appear as follows:

http://mcom.pgc.edu/Admin/AdminResultSheet Home Result Sheet

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University of Central Punjab

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N/A

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 E-mail: info@ucp.edu.pk
 Website: www.ucp.edu.pk

Result Sheet

Semester: Spring 2013

Course Code	FIN3413	Section	A
Course Title	Business Finance		
Course Instructor	PROF. MUHAMMAD YAR KHAN		

Sr.No.	Registration No.	Student Name	Letter Grade	Total 100%	Adj %	Final Exam 40.0%	*Mid Term 30.0%	*Term Work 30.0%
1	W1F12MCOM0001	HIRA KHURSHEED	A	92.0	0.0	34.0	28.0	30.0
2	W1F12MCOM0002	Sibgha Sattar	B	78.0	0.0	28.0	25.0	25.0
3	W1F12MCOM0004	Rabia Rafique	B-	74.0	0.0	28.0	21.0	25.0
4	W1F12MCOM0005	Ghazali Arshad	B-	75.5	0.0	26.0	24.5	25.0
5	W1F12MCOM0006	SYEDA SAIRA BATOOL KAZMI	A-	86.0	0.0	33.0	27.5	25.5
6	W1F12MCOM0007	Ehtesham-ul-Haq	A-	86.0	0.0	29.0	27.0	30.0
7	W1F12MCOM0008	Sara Ejaz	A	95.0	0.0	36.0	29.0	30.0
8	W1F12MCOM0009	Babar ali	B	79.0	0.0	31.0	23.0	25.0
9	W1F12MCOM0010	Aroosa kanwal	B+	81.0	0.0	30.0	26.0	25.0
10	W1F12MCOM0011	Mehwish Sagher	C+	68.0	0.0	27.0	16.0	25.0
11	W1F12MCOM0012	Komal Younas	B	76.5	0.0	26.0	25.0	25.5
12	W1F12MCOM0013	Bakhtawar Khalid	B+	83.0	0.0	32.0	26.0	25.0
13	W1F12MCOM0014	Qurat-Ul-Ain Zahoor	C+	68.0	0.0	24.0	19.0	25.0
14	W1F12MCOM0015	Atia Sarwar	B	78.0	0.0	26.0	22.0	30.0
15	W1F12MCOM0016	IRAM HAMEED	A	92.5	0.0	36.0	26.5	30.0
16	W1F12MCOM0017	Adeel Javed	C+	68.0	0.0	25.0	18.0	25.0
17	W1F12MCOM0018	Rabia Zubair	B	79.0	0.0	33.0	20.0	26.0
18	W1F12MCOM0019	Rabia ishfaq	A	93.5	0.0	36.0	27.5	30.0
19	W1F12MCOM0020	Nauman Rashid	B-	76.0	0.0	30.0	21.0	25.0
20	W1F12MCOM0021	Asad Pervez	B-	72.0	0.0	24.0	23.0	25.0
21	W1F12MCOM0022	Tahira Sarwar	A-	89.0	0.0	33.0	26.0	30.0
22	W1F12MCOM0023	M. Adnan	Withdrawn					