



**WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION
VIDYASAGAR BHAVAN
9/2, BLOCK-DJ, SECTOR-II, SALT LAKE
KOLKATA – 700091**

No. : L/PR/198/2023

Date: 07/11/2023

Instructions for H.S. Practical & Project Examinations, 2024

- Higher Secondary Practical Examination, 2024 will commence from **01/12/2023 and will continue till 15/12/2023**. Council will distribute the blank answer scripts (04 leaves & 02 leaves) & question papers among the schools from the predetermined distribution centres (camps) to be held **on 29/11/2023**.
- Each school will conduct the practical examinations, including the Music (MUSC) and Health & Physical Education (PHED) as permitted by the Council. Only the teacher of the concerned subject will conduct the practical examination.
- If there is no teacher for any subject in the school at that time, then a teacher from the neighbouring school can be appointed for the practical examination. However, permission of the concerned Regional Office of Council for this purpose is to be taken by producing the consent of the subject teacher and “no objection” of the Head of the Institution of the concerned school.
- A candidate who has already passed the practical examination in the previous year need not require to appear in practical examination once again.
- Signature of the concerned examiner on the practical answer script is mandatory after evaluation.
- **The evaluated practical answer scripts need not be submitted to the Council at this stage. However, it should be kept in the safe custody of the concerned Head of the Institution according to the registration number till receiving any instruction from Council. The answer scripts will be collected by the Council as and when required.**
- After conducting the examination, practical marks has to be submitted to the Council **through online mode within 04/12/2023 to 31/12/2023** as per previous notification of Council.
- The **Project Marks** of the students has also to be submitted to the Council **through online mode** only within **the above mentioned time period**.

- **As informed, this year the method of submission of Practical & Project marks is quite different and it will be received through online process. Every school has to visit the Council Online Portal and submit the practical & project marks of the students by using the given user id & password. A guideline in this respect is attached herewith for ready reference.**
- **Please note that the schools do not need to come to the Council further to submit the hard copy of practical & project marks this year. But every Head of the Institution/Examiner must be very careful while uploading practical /project marks through the online portal.**
- **At the time of marks entry, school will be allowed to enter maximum 02 digit number or “AB” i.e. absent.**
- **For any query related to the Higher Secondary Practical & Project Examination, 2024 and online marks submission, Heads of the Institutions are requested to contact the concerned Regional Office of the Council within the office hours.**



(Dr. Chiranjib Bhattacharjee)

President

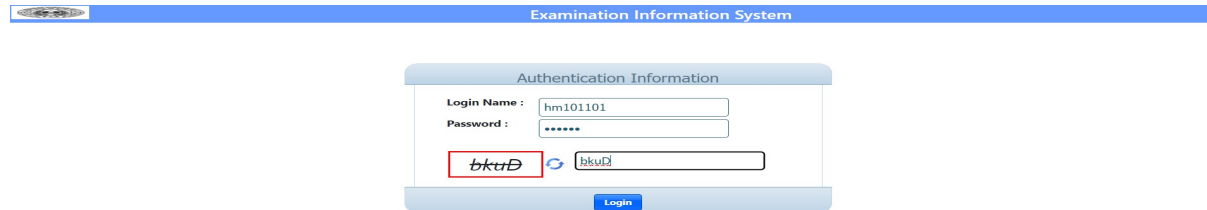
W.B. Council of H.S. Education

User Manual for Entry of Project & Practical Marks of Higher Secondary Examination

Operational Guidelines for the Institution's User

- Step 1: Enter the **URL – http://wbchseexam.wb.gov.in/exisMarks** the web browser.
- Step 2: Enter the default User ID and Password as indicated in the below shown screenshot.

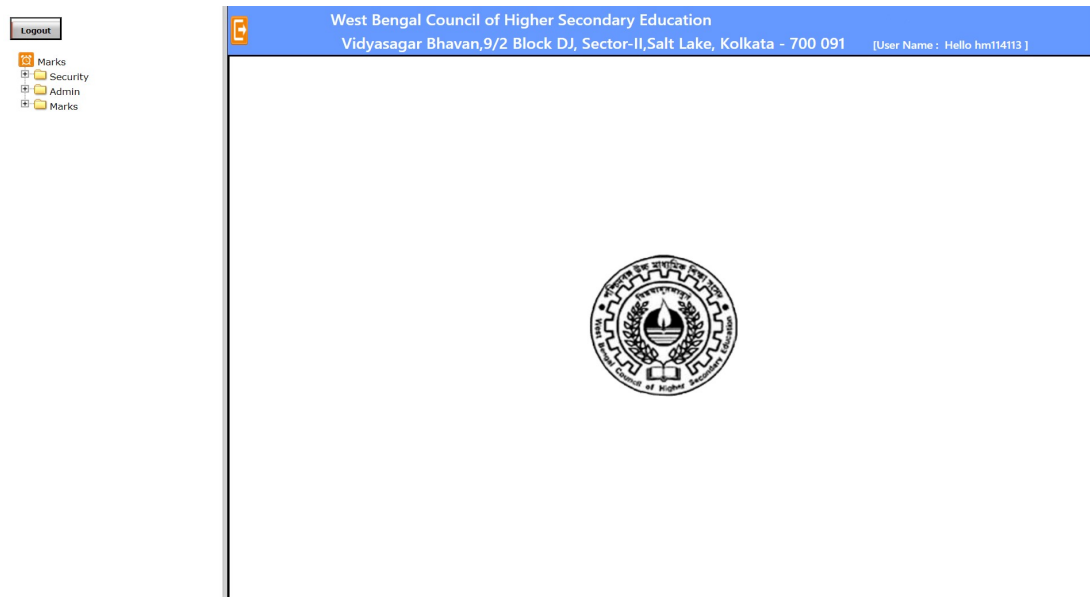
On entering the User ID and default Password, Institution's User have to set a new Password for one time only.



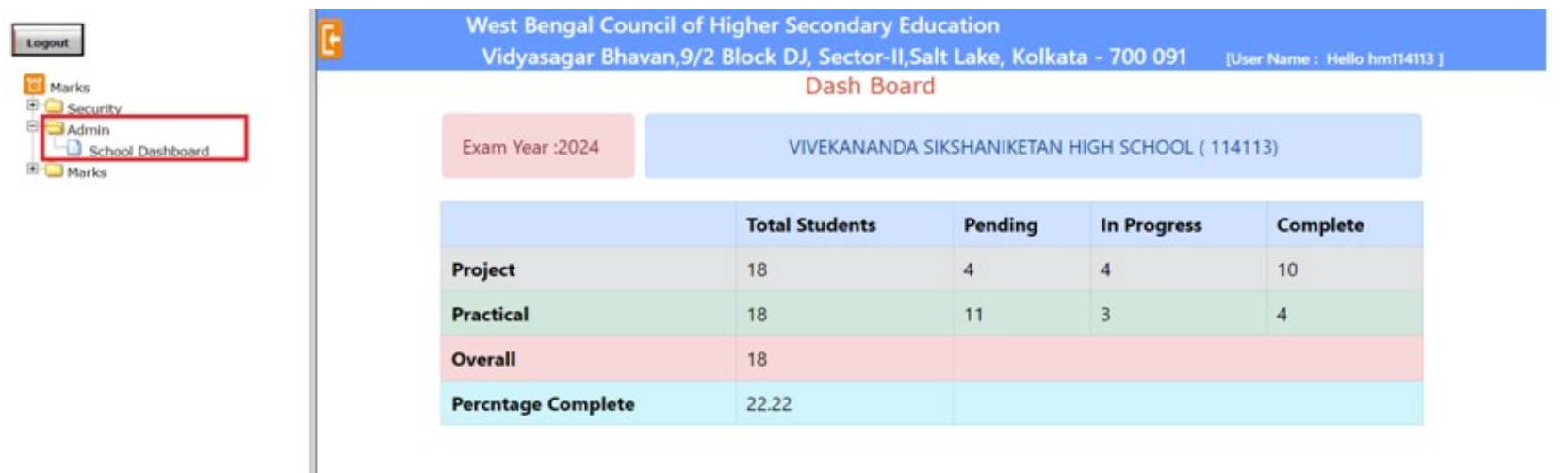
On entering the User ID and default Password, Institution's User have to set a new Password for one time only. After setting up the new password user have to logged in again.



Once logged In- Institution's User will be able to see the Screen



To view the Dashboard (in details) under Admin Menu bar click on "School Dashboard".



To enter the Project Marks Student wise click on “Studentwise Proj Marks” to get the list of registered Student

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Class XII Project Entry Search

Exam Year : 2024 Institute Code : 114113

Regn No.	Name	Guardian Name	Status	Action
2221128401	ROUNAK GHOSH	SUJIT GHOSH	In Progress	Marks
2222134116	AMBIKA SAREN	SUBORDHAN SAREN	In Progress	Marks
2222134118	RUPKATHA GHOSH	DIBYENDU GHOSH	Pending	Marks
2222134119	SATHI MANDAL	BISWAJIT MANDAL	Pending	Marks
2222134120	SNEHA CHATTERJEE	GURUDAS CHATTERJEE	In Progress	Marks
2222134121	SNEHA CHOUDHURY	RAMKRISHNA CHOUDHURY	Pending	Marks
2222134122	SNEHA NANDI	BABLU NANDI	Pending	Marks
2222134123	SAYANTANI ROY	SHYAMAL KUMAR ROY	In Progress	Marks

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To enter the Project Marks click on “Marks”. A Popup window appear will for entry.

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Class XII Project Entry Search

Exam Year : 2024 Institute Code : 114113 Institute Name : VIVEKANANDA SIRSHANIKETAN HIC

Class XII Project Marks Entry

Regn No : 2221128401

Name : ROUNAK GHOSH

Subject Code	Subject Name	Full Marks	Subject Marks
BNGA	BENGALI (A)	20	20
ENGB	ENGLISH (B)	20	
MATH	MATHEMATICS	20	

Save

To enter marks subject wise for Project click on “Subjectwise Proj Marks”

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan,9/2 Block DJ, Sector-II,Salt Lake, Kolkata - 700 091

[Data Base Name : wbhsmarks]
[User Name : Hello hm114251]

Class XII Project Entry

Exam Year : 2024 Institute Code : 114251 Name : MANDALKULI RAJLAKSHMI GIRLS HIGH SCHOOL (H.S.)

Subject Code : BNGA Subject Name : BENGALI (A)

Regn No.	Name	CAT	Full Marks	Subject Marks
Apply Filter	Apply Filter			
2222142685	JAYANTI MURMU		20	
2222142686	JHUMA PAL		20	
2222142687	KABITA TUDU		20	
2222142688	MAIMONI HEMBRAM		20	
2222142689	NILMONI MURMU		20	
2222142690	PRATIMA HEMBRAM		20	
2222142691	SABITA MANDI		20	
2222142692	SUMITA SARDAR		20	

To enter the Practical Marks Student wise click on “Studentwise Prac Marks” to get the list of registered Student

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan,9/2 Block DJ, Sector-II,Salt Lake, Kolkata - 700 091

[User Name : Hello hm114113]

Class XII Practical Entry Search

Exam Year : 2024 Institute Code : 114113

Regn No.	Name	Guardian Name	Status	Action
Apply Filter	Apply Filter	Apply Filter	Apply Filter	
2201123837	DEBJIT KHAN	SWAPAN KUMAR KHAN	In Progress	Marks
2221128397	ABHIJIT TUDU	SUSIL KR TUDU	In Progress	Marks
2221128398	ARNAB ROY	CHAYAN ROY	In Progress	Marks
2221128399	RJU KAR	PRASANTA KUMAR KAR	Pending	Marks
2221128401	ROUNAK GHOSH	SUJIT GHOSH	Pending	Marks
2222134115	ANKITA BERA	TANMAY BERA	Pending	Marks
2222134116	AMBIKA SAREN	SUBORDHAN SAREN	Pending	Marks
2222134117	NILANJANA KAR	DILIP KUMAR KAR	Pending	Marks
2222134118	RUPKATHA GHOSH	DIBYENDU GHOSH	Pending	Marks
2222134119	SATHI MANDAL	BISWAJIT MANDAL	Pending	Marks
2222134120	SNEHA CHATTERJEE	GURUDAS CHATTERJEE	Pending	Marks
2222134121	SNEHA CHOUDHURY	RAMKRISHNA CHOUDHURY	Pending	Marks
2222134122	SNEHA NANDI	BABLU NANDI	Pending	Marks
2222134123	SAYANTANI ROY	SHYAMAL KUMAR ROY	Pending	Marks

To enter the Practical Marks click on **“Marks”**. A Popup window appear will for entry.

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Class XII Practical Entry Search

Exam Year : 2024 Institute Code : 114113 Institute Name : VIVEKANANDA SIKSHANKETAN HIG

Regn No. | Name | Full Marks | Subject Marks | Action

Regn No.	Name	Full Marks	Subject Marks	Action
2201123837				Marks
2221128397				Marks
2221128398				Marks
2221128399				Marks
2221128401				Marks
2222134113				Marks
2222134116				Marks
2222134117				Marks
2222134118				Marks
2222134119				Marks
2222134120	SNEHA CHATTERJEE	GURUDAS CHATTERJEE		Marks
2222134121	SNEHA CHOUDHURY	RAMKRISHNA CHOUDHURY		Marks
2222134122	SNEHA NANDI	BABLU NANDI		Marks
2222134123	SAYANTANI ROY	SHYAMAL KUMAR ROY		Marks

Class XII Practical Marks Entry

Regn No : 2221128401
Name : ROUNAK GHOSH

Subject Code	Subject Name	Full Marks	Subject Marks
CHEM	CHEMISTRY	30	30
COMS	COMPUTER SCIENCE	30	30
PHYS	PHYSICS	30	

Save

To enter the Practical Marks Subject wise click on **“Subjectwise Prac Marks”** to get the list of registered Student

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Class XII Practical Entry

Exam Year : 2024 Subject Code : CHEM Subject Name : CHEMISTRY

Regn No.	Name	Full Marks	Subject Marks
2201123837	DEBJIT KHAN	30	30
2221128397	ABHIJIT TUDU	30	AB
2221128398	ARNAB ROY	30	
2221128399	RIJU KAR	30	
2221128401	ROUNAK GHOSH	30	
2222134115	ANKITA BERA	30	
2222134116	AMBIKA SAREN	30	
2222134117	NILANJANA KAR	30	
2222134118	RUPKATHA GHOSH	30	
2222134119	SATHI MANDAL	30	
2222134120	SNEHA CHATTERJEE	30	
2222134121	SNEHA CHOUDHURY	30	
2222134122	SNEHA NANDI	30	
2222134123	SAYANTANI ROY	30	

Save

To save Students details, after entering the Project/Practical Marks click on 'Save'. **Wrongly** entered marks can change here by the HOI. A check box is given in each row. User have to select the row he/she wants to modify and then he/she can modify that particular record. To submit Students details, after saving the Project/Practical Marks click on 'Submit'. After clicking on Submit button a message will appear for confirmation. Once Final submit done it can't be edited.

- Logout
- Marks
 - Security
 - Admin
 - Marks
 - Studentwise Proj Marks
 - Subjectwise Proj Marks
 - Studentwise Prac Marks
 - Subjectwise Prac Marks
 - Modify/Submit Proj/Prac Marks**
 - Proj/Prac Final Report
 - View Project Marks
 - View Practical Marks
 - New Student

West Bengal Council of Higher Secondary Education
 Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm14113]

Modify/Submit Class XII Project/Practical Marks

Exam Year : Institute Code : Name :

Regn No.	Name	Cat	Lang 1	Marks Lang 1	Lang 2	Marks Lang 2	Elec1	Marks Elec1	Elec2	Marks Elec2	Elec3	Marks Elec3	Optn	Marks Optn	
Filter	<input type="text" value="Filter"/>														
<input type="checkbox"/>	2201123837 DEBJIT KHAN		BNGA	20	ENGB	20	CHEM	30	MATH	20	PHYS	28	BIOS	30	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2202225316 DEBIKA KORA		BNGA	20	ENGB	20	BIOS	AB	GEGR	AB	NUTN	AB			<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128397 ABHJIT TUDU		BNGA	AB	ENGB	AB	BIOS	29	CHEM	AB	PHYS	25	MATH	AB	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128398 ARNAB ROY		BNGA	20	ENGB	20	CHEM	29	MATH	20	PHYS	23	BIOS	AB	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128399 RIJU KAR		HINA	AB	ENGB	20	CHEM	28	MATH	AB	PHYS	29	BIOS	29	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128400 SOUMYADEEP BANERJEE		BNGA	18	ENGB	10	BIOS	10	GEGR	10	NUTN	10			<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128401 ROUNAK GHOSH		BNGA	20	ENGB	20	CHEM	28	MATH	AB	PHYS	30	COMS	29	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2221128466 SK ATABUL RAHAMAN		BNGA		ENGB		HIST		PHIL		SNSK		PHED		<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134115 ANKITA BERA		HINA	20	ENGB	19	BIOS	30	CHEM	25	NUTN	25	COMA	29	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134116 AMBIKA SAREN		BNGA	20	ENGB	20	CHEM	29	MATH	20	PHYS	28	BIOS	30	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134117 NILANJANA KAR		BNGA	20	ENGB	20	CHEM	30	MATH	20	PHYS	30	BIOS	30	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134118 RUPKATHA GHOSH		BNGA	20	ENGB	20	BIOS	30	CHEM	29	PHYS	30	MATH	20	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134119 SATHI MANDAL		BNGA	20	ENGB	20	BIOS	30	CHEM	30	PHYS	29	MATH	20	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134120 SNEHA CHATTERJEE		HINA	19	ENGB	20	CHEM	30	MATH	20	PHYS	30	BIOS	23	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134121 SNEHA CHOUDHURY		BNGA	20	ENGB	19	BIOS	30	CHEM	29	PHYS	29	MATH	20	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134122 SNEHA NANDI		BNGA	18	ENGB	19	CHEM	29	MATH	20	PHYS	30	BIOS	30	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134123 SAYANTANI ROY		BNGA	18	ENGB	19	CHEM	30	MATH	20	PHYS	29	COMS	30	<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134124 KANKANA MUKHERJEE		BNGA	19	ENGB	20	COMA	30	GEGR	32	NUTN	31			<input type="button" value="AIAB"/>
<input type="checkbox"/>	2222134125 TANDREYEE MUKHERJEE		HINA	23	ENGB	19	COMA	28	GEGR	27	NUTN	29			<input type="button" value="AIAB"/>

To submit Students details, after saving the Project/Practical Marks click on 'Submit'. After clicking on Submit button a message will appear for confirmation.

Logout

- Marks
 - Security
 - Admin
 - Marks
 - Studentwise Proj Marks
 - Subjectwise Proj Marks
 - Studentwise Prac Marks
 - Subjectwise Prac Marks
 - Submit Proj/Prac Marks**
 - Proj/Prac Final Report
 - View Project Marks
 - View Practical Marks
 - New Student

West Vidya

10.10.11.101:8080 says

Once Submitted, you wont be able to make any changes. Are you sure?

OK Cancel

Location
Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Practical Marks

Data Saved Successfully.

Exam Year : Institute Code : Name :

Regn No.	Name	Lang1	Marks Lang1	Lang2	Marks Lang2	Elec1	Marks Elec1	Elec2	Marks Elec2	Elec3	Marks Elec3	Optn	Marks Optn		
Filter	Filter														
<input type="checkbox"/>	2201123837	DEBJIT KHAN	BNGA	20	ENGB	20	CHEM	30	MATH	20	PHYS	28	BIOS	30	AIAB
<input type="checkbox"/>	2202225316	DEBIKA KORA	BNGA	20	ENGB	20	BIOS	AB	GEGR	AB	NUTN	AB			AIAB
<input type="checkbox"/>	2221128397	ABHIJIT TUDU	BNGA	AB	ENGB	AB	BIOS	29	CHEM	AB	PHYS	25	MATH	AB	AIAB
<input type="checkbox"/>	2221128398	ARNAB ROY	BNGA	20	ENGB	20	CHEM	29	MATH	20	PHYS	23	BIOS	AB	AIAB
<input type="checkbox"/>	2221128399	RIJU KAR	HINA	AB	ENGB	20	CHEM	28	MATH	AB	PHYS	29	BIOS	29	AIAB
<input type="checkbox"/>	2221128400	SOUMYADEEP BANERJEE	BNGA	18	ENGB	10	BIOS	10	GEGR	10	NUTN	10			AIAB
<input type="checkbox"/>	2221128401	ROUNAK GHOSH	BNGA	20	ENGB	20	CHEM	28	MATH	AB	PHYS	30	COMS	29	AIAB
<input type="checkbox"/>	2222134115	ANKITA BERA	HINA	20	ENGB	19	BIOS	30	CHEM	25	NUTN	25	COMA	29	AIAB
<input type="checkbox"/>	2222134116	AMBIKA SAREN	BNGA	20	ENGB	20	CHEM	29	MATH	20	PHYS	28	BIOS	30	AIAB
<input type="checkbox"/>	2222134117	NILANJANA KAR	BNGA	20	ENGB	20	CHEM	30	MATH	20	PHYS	30	BIOS	30	AIAB
<input type="checkbox"/>	2222134118	RUPKATHA GHOSH	BNGA	20	ENGB	20	BIOS	30	CHEM	29	PHYS	30	MATH	20	AIAB
<input type="checkbox"/>	2222134119	SATHI MANDAL	BNGA	20	ENGB	20	BIOS	30	CHEM	30	PHYS	29	MATH	20	AIAB
<input type="checkbox"/>	2222134120	SNEHA CHATTERJEE	HINA	19	ENGB	20	CHEM	30	MATH	20	PHYS	30	BIOS	23	AIAB
<input type="checkbox"/>	2222134121	SNEHA CHOUDHURY	BNGA	20	ENGB	19	BIOS	30	CHEM	29	PHYS	29	MATH	20	AIAB
<input type="checkbox"/>	2222134122	SNEHA NANDI	BNGA	18	ENGB	19	CHEM	29	MATH	20	PHYS	30	BIOS	30	AIAB
<input type="checkbox"/>	2222134123	SAYANTANI ROY	BNGA	18	ENGB	19	CHEM	30	MATH	20	PHYS	29	COMS	30	AIAB
<input type="checkbox"/>	2222134124	KANKANA MUKHERJEE	BNGA	19	ENGB	20	COMA	30	GEGR	32	NUTN	31			AIAB
<input type="checkbox"/>	2222134125	TANDREYEE MUKHERJEE	HINA	23	ENGB	19	COMA	28	GEGR	27	NUTN	29			AIAB

Save
Submit

To view Students, whose Project/Practical Marks entered during a particular period click on “View Project Marks/ Practical Marks” respectively.

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan,9/2 Block DJ, Sector-II,Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

View Project Entry

Exam Year : 2024

Regn No.	Name	Subject	Marks	Entered On	Entered By	Modified On	Modified By
Apply Filter	Apply Filter						
2221128399	RDU KAR	MATH	AB	28/05/2023 10:05:46	admin	14/08/2023 01:19:28	hm114113
2221128400	SOUMYADEEP BANERJEE	ENGB	10	16/08/2023 10:43:31	hm114113		
2222134115	ANKITA BERA	ENGB	19	10/08/2023 11:10:33	hm114113		
2222134115	ANKITA BERA	HINA	20	10/08/2023 11:10:33	hm114113		
2222134117	NILANJANA KAR	BNGA	20	14/08/2023 01:01:15	hm114113		
2222134117	NILANJANA KAR	ENGB	9	14/08/2023 01:01:15	hm114113		
2222134117	NILANJANA KAR	MATH	20	14/08/2023 01:01:15	hm114113		
2222134120	SNEHA CHATTERJEE	HINA	3	09/08/2023 12:56:31	hm114113		
2222134123	SAYANTANI ROY	BNGA	25	16/08/2023 10:19:58	hm114113		
2222134125	TANDREYEE MUKHERJEE	ENGB	19	08/08/2023 12:31:53	hm114113		
2222134125	TANDREYEE MUKHERJEE	HINA	23	08/08/2023 12:31:53	hm114113		

Close

For New Student, Institution’s User click on ‘Insert’ button after entering the Registration No. of particular student under ‘New Student’.

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan,9/2 Block DJ, Sector-II,Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Exam Year : 2024

Regn No (*) 2221128466 Student Name SK ATABUL RAHAMAN

Regn No.	Name	Status
Filter	Filter	
4162200537	SUPARNA MONDAL	PENDING

Insert

On clicking on Insert button Status is showing 'PENDING'

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Data Saved Successfully.

Exam Year : 2024

Regn No (*) Student Name

Insert

Regn No.	Name	Status
Filter	Filter	
2221128466	SK ATABUL RAHAMAN	PENDING
4162200537	SUPARNA MONDAL	PENDING

After necessary approval from respective Region, The Status of the New Student may be shown as 'Allotted'. This also be reflected in 'Studentwise Proj Marks' as well as 'Student wise Prac Marks' menu bar for entry.

West Bengal Council of Higher Secondary Education
Vidyasagar Bhavan, 9/2 Block DJ, Sector-II, Salt Lake, Kolkata - 700 091 [User Name : Hello hm114113]

Exam Year : 2024

Regn No (*) Student Name

Insert

Regn No.	Name	Status
Filter	Filter	
2221128466	SK ATABUL RAHAMAN	ALLOTTED
4162200537	SUPARNA MONDAL	PENDING

***** End *****