



How to Login: Admin Login

Step 1: Launching the Browser

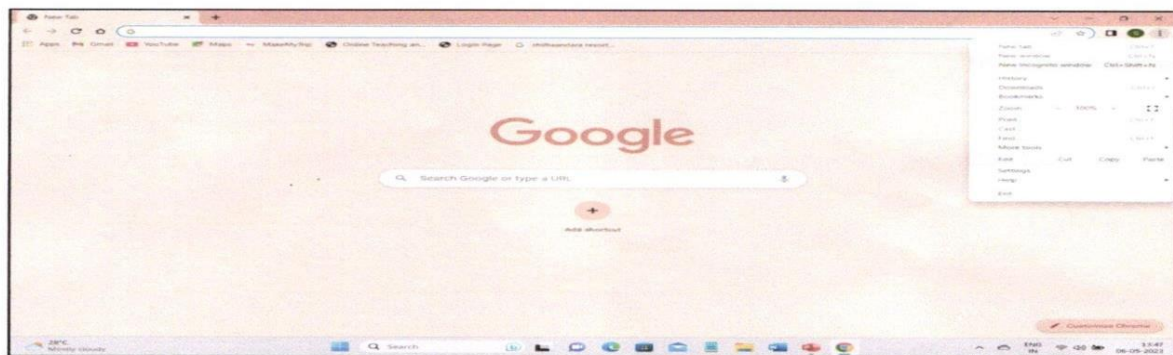
- Open any web browser on your computer or laptop. For example, Google Chrome, Mozilla Firefox, etc.

Step 2: Opening a New Incognito Window

- Locate the right corner of the browser window
- Click on the three vertical dots (:) or horizontal lines (≡) icon at the corner.
- This will open a drop-down menu.


In Google Chrome:

1. Click on the three vertical dots (:) at the top-right corner.
2. From the drop-down menu, select "New Incognito Window." Alternatively, you can use the keyboard shortcut Ctrl+Shift+N.



Step 3: Accessing the Epaathsala login page



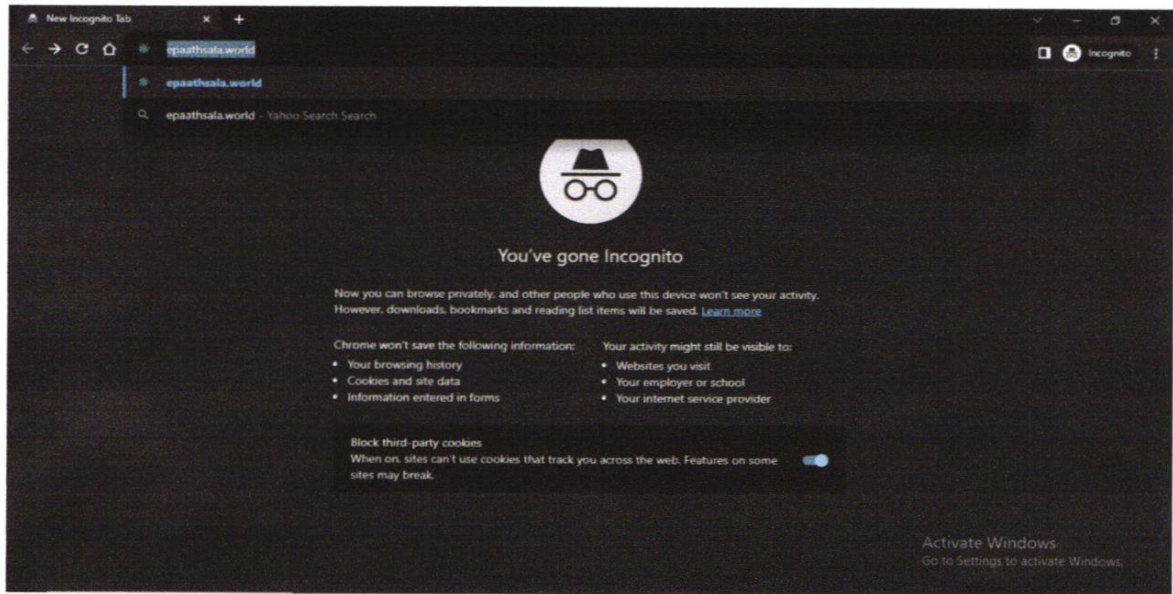

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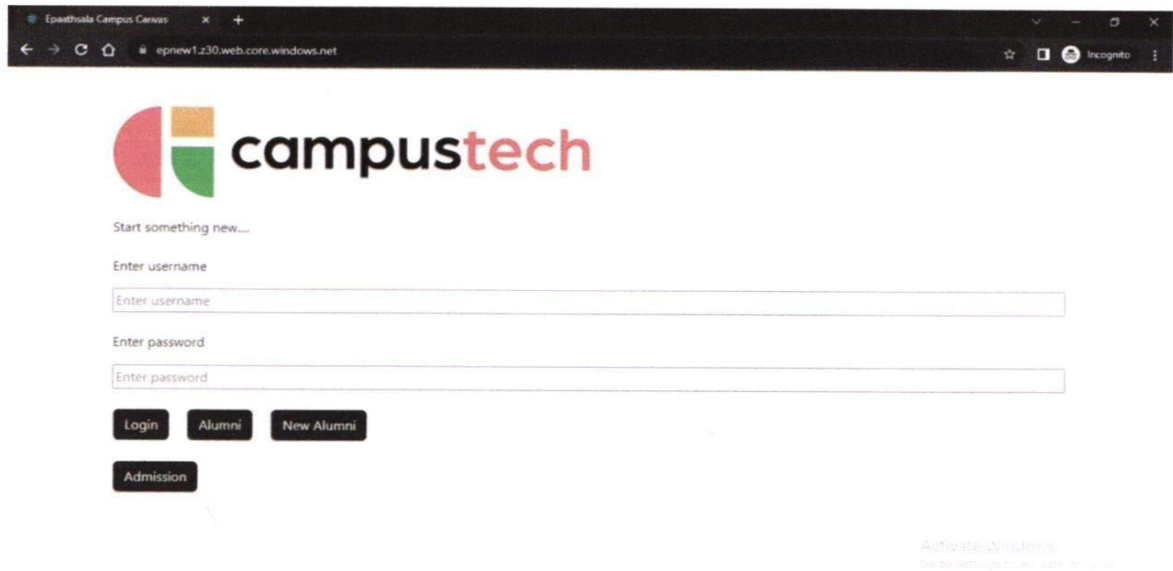
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An ISO 9001:2008 Certified Institute

Affiliated to MAKAUT, WB
College Code: 264
Ph: 033-2428-3035
E-mail: info@svist.org
Website: www.svims.org



→ Upon typing the following URL, press the ENTER key on your keyboard OR click the GO button to navigate to the Epaathala login page.




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Step 4: Logging in to Epaathsala

- On the Epaathsala login page, you will see a space to enter your credentials.
- Enter your Username in the designated field. For example

Username: admin@svist.org

Start something new...


Enter username
admin@kahantech.in

Enter password

Login Alumni New Alumni
Admission

- On clicking on the Login button, the following page will appear and you have to select Web browser option




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Good evening system SVIST, Kolkata

Select LMS Year


Academic Year
2023-24

Set LMS Year

Next steps

LMS Dashboard Admin Dashboard




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- After downloading the sample file and filling, you have to drop the same excel file in the space given.
- Then you have to click on the “Add files”.

- After adding files, you will get a pop up message of “success”. Click on Ok
- Success message pic




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Adding time table

→ Admin can add the time table for the entire semester using the “add time table multiple weeks” option

→ Admin can add the time table for the entire semester using the “bulk upload excel” option




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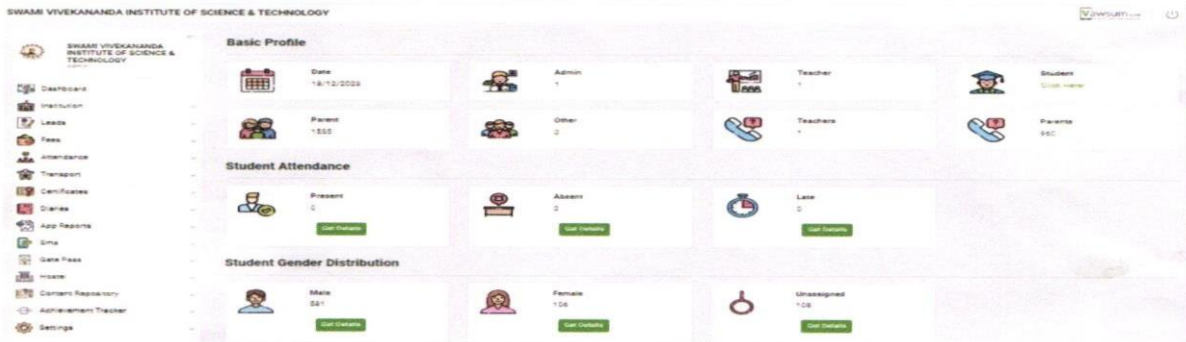
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E-governance : Administration and Finance


1. Dashboard – It contains basic profile of students, parents and teachers. It also includes information of student attendance and gender distribution.



2. Institution : It includes information about students i.e, Name, department, semester, Roll no. and parents information etc.

| Student Name | Class | Roll No. | Sections | Parent Name | Details | Access | Actions |
|-----------------------|----------------|-----------------|------------|--------------------------|-------------|--------|---------|
| ASHUTOSH PRAMANIK | BTECH CIVIL MG | | CP 1ST SEM | SWAPAN PRAMANIK | See Details | Active | 48 CP A |
| MD TOUSIF | BTECH CIVIL MG | 2454790-00007 | CP 1ST SEM | MD Asghar | See Details | Active | 48 CP A |
| RAKIB MONDAL | BTECH CIVIL MG | 2454790-01793 | CP 1ST SEM | RAKIB MONDAL's Parent | See Details | Active | 48 CP A |
| TANMAY GIRI | BTECH CIVIL MG | 2454790-00017 | CP 1ST SEM | Sujit Giri | See Details | Active | 48 CP A |
| ASHUTOSH PRAMANIK | BTECH CIVIL MG | 2454790-00139 | CP 1ST SEM | Jaydeb Pramanik | See Details | Active | 48 CP A |
| MRINMOY PATRA | BTECH CIVIL MG | 2454790-00411 | CP 1ST SEM | BRAJESWAR PATRA | See Details | Active | 48 CP A |
| SUBHADEEP SENAPATI | BTECH CIVIL MG | 2454790-01402 | CP 1ST SEM | LAKHMAN CHANDRA SENAPATI | See Details | Active | 48 CP A |
| SANTOSH KUMAR | BTECH CIVIL MG | 2454790-01408 | CP 1ST SEM | UMESH SINGH | See Details | Active | 48 CP A |
| SHRIH BANU AMIN HAQUE | BTECH CIVIL MG | 2454790-01759 | CP 1ST SEM | AYNUL HAQUE | See Details | Active | 48 CP A |
| MD KAIS ALAM | BTECH CIVIL MG | 212410101310001 | 5th SEM | MD KAIS ALAM's Parent | See Details | Active | 48 CP A |




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