

MARK SHEET SYSTEM

A project based on the practical

Class 11



Submitted To :

SHAHEED SMARAK COLLEGE

Bhakanpur , Shardanagar, Bharatpur Metropolitan City–19,
Chitwan , Bagmati Province, Nepal

Submitted By:

Mr. Sumit Dhakal

Redg No : 773527215

SHAHEED SMARAK COLLEGE

Bhakanpur , Bharatpur Metropolitan City19, Chitwan,
Bagmati Province, Nepal

MARCH 2020

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CERTIFICATE

This is to certify that the project “**MARK SHEET SYSTEM** ”
submitted by **Mr. Sumit Dhakal** has been completed under my
supervision and guidance in practical fulfillment of the
requirement for the project of class 11 of the year 2020

.....
Shiva Prasad Bhandari

(Subject Teacher)

ACKNOWLEDGEMENT

Achieving a tremendous success filed management is due to advancement in information technology (IT). There is number of activities involved in building information system. Project provides me a great pleasure and inspirable situation. We thank pur respected teacher **Mr. Shiva Prasad Bhandari** who kindly support me to bring project into existence.

I also thank to entire friend who help me by providing their valuable time to complete my project.

.....
Mr. Sumit Dhakal

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INTRODUCTION OF MICROSOFT WORD

Ms-Word is robust breakthrough word processing software developed by Microsoft Inc, USA. It's best word processing software because it can do each and every word processing like create documents, edit, format and save, print and so on. It automatically checks grammar, spelling check and also show synonym antonym. Document like newsletters, letter, application, report, thesis, cover pages report, agenda, brochure, articles, books, directories etc. It helps us on every aspect of text document. The extension of MS-Word is .docx.

What are the steps to start Ms-Word?

- Step 1 : Click On Start
- Step 2 : Click On Program
- Step 3 : Click On Ms-Word

Another Way to open Ms-Word

- Step 1 : Click On Start
- Step 2 : Click On Run
- Step 3 : Type WinWord
- Step 4 : Choose Ok

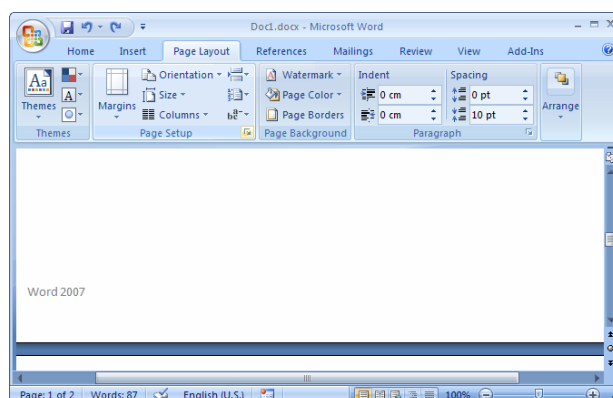


Figure: MS-WORD 2007

Elements of MS-WORD 2007

1. Microsoft Office Logo
2. Quick Access Toolbar
3. Title bar
4. The Ribbon
5. The Ruler
6. Text Area
7. Horizontal and Vertical Scroll Bars
8. Status Bar

FUNCTIONS OF MS-WORD

- File Management
- Formatting
- Editing
- Tools
- Printing

DATA TYPES IN MICROSOFT WORD

- Alphabets
- Numbers
- Characters

MICROSOFT EXCEL (SPREAD SHEET)

Microsoft Excel is a commercial spreadsheet software program by Microsoft Inc. We can perform different kind of input and calculate the data like billing of sales procedure, voucher, salary sheet, income and expenses statements, balance sheet and salary sheet. Mathematical calculation, engineering and scientific, graphic presentation, financial modeling etc. These all calculation only done in rows and column or in sheets. Extension of excel is *.XLSX.

What are the steps to start Ms Excel?

- Step 1 : Click at Start
- Step 2 : Click at Program
- Step 3 : Click on Microsoft Office
- Step 4 : Click on Excel

Another ways to open Ms Excel

- Step 1 : Click at Start
- Step 2 : Click at Run
- Step 3 : Type Excel
- Step 4 : Choose Ok.

Worksheet Using Formula

S.N	Particular	Quantity	Rate	Amount
1	Laptops	10	80000	800000
2	SSD	18	6500	117000
3	Compur	8	135000	1080000
4	Keyboard	24	3300	79200
5	Mouse	27	1755	47385
6	RAM	7	2300	16100
	Total	94	228855	2139685
	Maximum Amount			1080000
	Minimum Amount			16100
	Average Amount			356614.2
	Count			6

Formula Use In Given Excel:

To Amount:

$c2*d2$

To Total:

$=\text{sum}(e2:e7)$

To Maximum:

$=\text{max}(e2:e7)$

To Minimum:

$=\text{min}(e2:e7)$

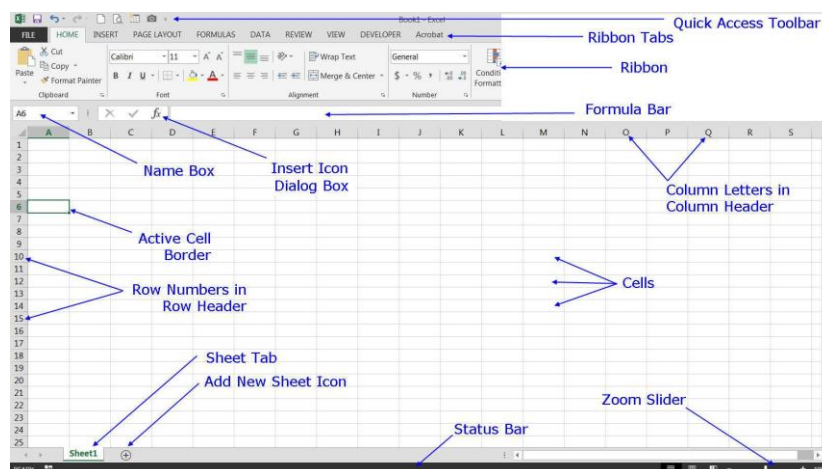
To Average:

$=\text{average}(e2:e7)$

To Count:

$=\text{count}(e2:e7)$

PARTS OF MICROSOFT EXCEL WORK SHEET



INTRODUCTION OF MARK SHEET SYSTEM

Mark sheet is the type of information which is used to show the performance of a student. It shows the ability of student in one place like mark of each subjects, total marks, percentage and grade in one sheet.

Here is an example of mark sheet of students in class 11 terminal examination of Shaheed Smarak College

SHAHEED SMARAK COLLEGE, BAKHANPUR, SHARDANAGAR, CHITWAN, NEPAL

Students Mark Sheet

Mark Sheet Of Class 11										
S.N	Name	English	Nepali	Computer	Business Studies	Account	Total Marks	Percentage	Division	Result
1	Pradeep	60	40	55	50	45	250	50	Second Di	Pass
2	Sagar	55	60	63	55	34	267	53.4	Second Di	Pass
3	Sudir	65	55	52	63	47	282	56.4	Second Di	Pass
4	Ashish	45	50	65	52	22	234	46.8	Second Di	Fail
5	Sandeep	50	47	60	43	18	218	43.6	Third Divi	Fail
6	Sudip	53	58	58	58	33	260	52	Second Di	Pass
7	Bibas	62	53	68	47	42	272	54.4	Second Di	Pass
8	Aakash	58	44	63	52	16	233	46.6	Second Di	Fail

Figure: Mark Sheet In Ms Excel

Formula Used In Mark Sheet

Total Marks (H4): =sum (c4:g4)

Percentage (I4): =h4/5

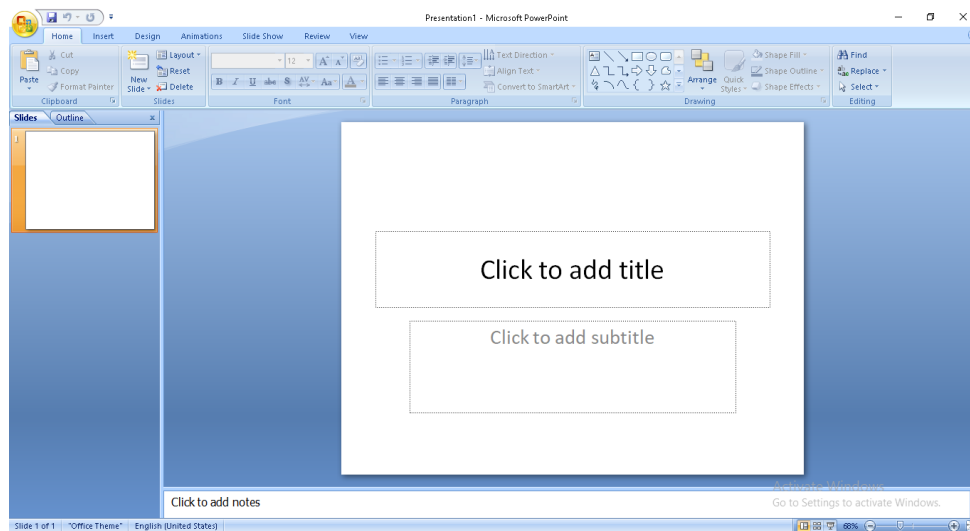
Division (J4): =if(I4>=60,"First Division",
if(and(i4<60,i4>=45),"Second Division", if
(and(i4<45,i4>=32),"Third Division",)))Result
(K4=if(and(c4>=32,
d4>=32,e4>=32,f4>=32,g4>=32),"Pass","Fail"))

Microsoft PowerPoint

Microsoft PowerPoint is a presentation program, which provides the different tools and menu to animate the written text, word, line and paragraph as well different picture. It is created by Robert Gaskins and Dennis Austin on April 20,1987.Now it's in Microsoft corporation using Microsoft Windows. It is written in C# Programming language.

What are the steps to open Microsoft PowerPoint?

- Step 1 : Go to start button
- Step 2 : Click on Microsoft Office
- Step 3 : Click on Microsoft Office PowerPoint



How to create new slide?

- Go to insert menu
- Choose new slide option

The shortcut key equal to ctrl+m

Go give animation to the written object.

The syntax:-

- First of all select the require onject
- Go to slide show menu
- Choose custom animation option
- Then display a dialog box with such information about the different animation ioption.
- Choose required option according to requirements.

Note that we can insert the different sound to the animated objects.

How to present data?

- Go to slide show menu
- Choose view show
OR Press F5

To run the data automatically or on mouse click command, this command we can find into the slide translation option.

Conclusion

I would like to thank you my respective computer teacher **Mr. Shiva Prasad Bhandari** for providing me such opportunity to prepare a project work called “Mark Sheet System” from Microsoft Office Package.

I am thankful to my teacher for his gaudiness to complete this project. His guidelines help me to prepare better project of each content.

Bibliography

The bibliography of this project to **Mr. Shiva Prasad Bhandari** lecture note of computer science, Shaheed Smarak college, bakhanpur, shardanagar, Bharatpur Metropolitan City – 19.

Internet is also an part of this project to complete. And Also text books of computer.

THE END