



**Tamil Nadu
e-Governance Agency**



**Tamil Nadu Skill
Development Corporation**

User Manual – Assessor Portal and App

Version 1.0

This is the initial version of user manual. Based on the changes on the software, manual will be updated accordingly.



User Manual – Assessor Portal and App

Contents

Introduction	3
Assessor Mobile App	3
Login	3
Forgot Username	4
Forgot Password	4
Dashboard	4
Batches Assigned	7
Start Assessment	9
Assessment Photos Capture	10
Pause Assessment	10
Resume Assessment	10
End Assessment	10
Update Marks	11
View Cancelled Batch	14
Assessor Portal	15
Assessor Login	16
Forgot Username	17
Forgot Password	17
Assessor Dashboard	18
Assessor Profile	18
Assessment Data Update	19
Pending Assessment Batches	19
Update Assessment Details	20
Note:	21
Assessment Completed	21
Change Password	22
Logout	23
Support	23



User Manual – Assessor Portal and App

Introduction

Assessor app or portal is for Assessor's to conduct the assessment of TNSDC schemes. Assessor has first login to Assessor App and on the day of assessment, Assessor should go to training centre location and click on Start Assessment to capture four photographs of Assessment. Marks upload can be either done in Mobile app or portal.

Assessor Mobile App

Assessor can download mobile app from google play store

Login

Assessor can login through assessor mobile app to view all the batches assigned for assessment.

Screen:

Assessor Login

Username [Forgot Username?](#)

Password [Forgot Password?](#)

[LOGIN](#)

Note:

1. If you are SSC affiliated assessor, then Assessor Registration will be done by Sector Skill Council (SSC)
2. If you are SCVT affiliated assessor, then Assessor Registration can be done on your own or State Council of Vocational Training (SCVT) will register you.

Details:

Field	Description
Username	Username of Assessor shared by TNSDC
Password	Assessor user should enter his/her password
Captcha	Assessor user to enter captcha details
Forgot Username	Assessor user can click on Forgot Username to retrieve the password
Forgot Password	Assessor user can click on Forgot Password to retrieve the password



User Manual – Assessor Portal and App

Forgot Username

Assessor can click on forgot username link to retrieve username. Assessor should enter his/ her mobile number provided during registration.

Screen:

Forgot Password

Assessor can click on forgot password link to retrieve password. User must enter the username and mobile number provided during registration. Temporary Password will be sent to Assessor's mobile number.

Screen:

Dashboard

Assessor can view the batch details in below dashboard

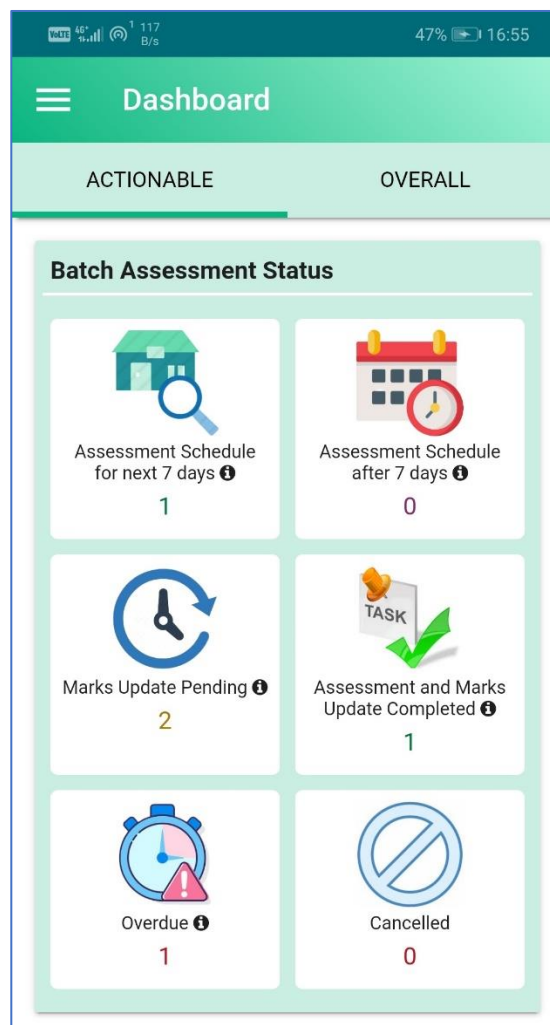
1. Assessment Schedule for next 7 days – Displays all the batches that are assigned to Assessor and Assessment is scheduled in next 7 days
2. Assessment Schedule after 7 days - Displays all the batches that are assigned to Assessor and Assessment is scheduled after 7 days



User Manual – Assessor Portal and App

3. Marks Update Pending - Displays all the batches that are assigned to Assessor whose Assessment Photographs has been captured by Assessor, but marks update is not done.
4. Assessment and Marks Update Completed - Displays all the batches that are assigned to Assessor whose Assessment Photographs has been captured by Assessor and marks update is done by Assessor.
5. Overdue – Displays all the batches whose assessment date is elapsed.
6. Cancelled – Displays all the batches that are cancelled by Assessment Agency/ State Council of Vocational Training.

Screen:

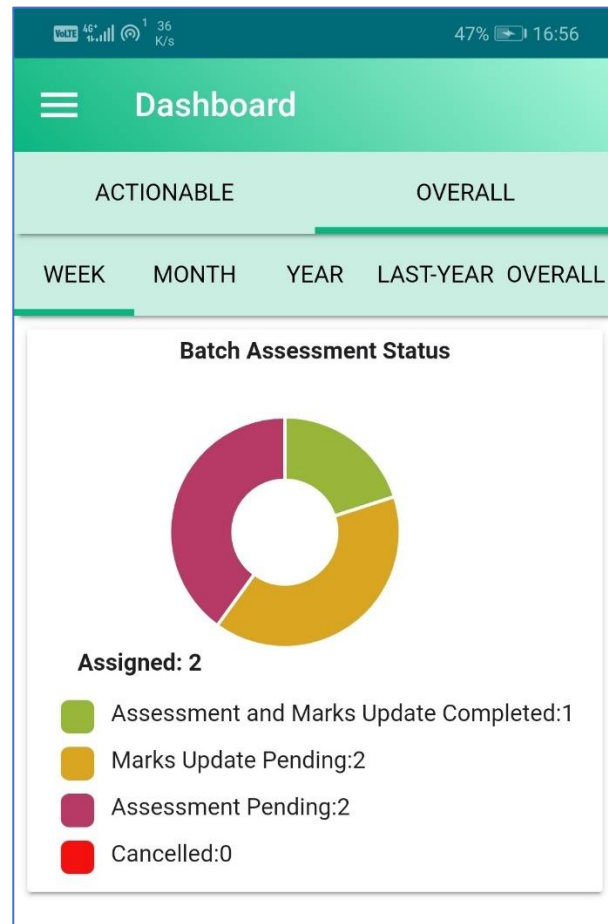


Overall tab displays weekly, monthly, yearly status of assessment



User Manual – Assessor Portal and App

Screen:



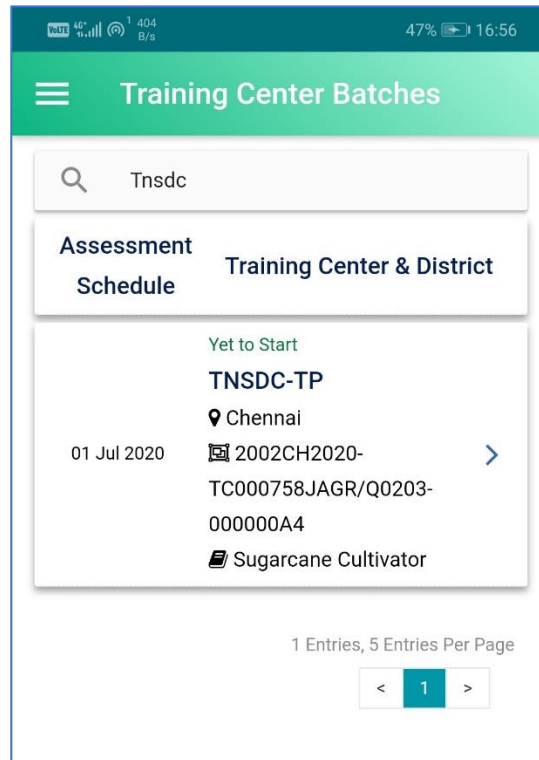


User Manual – Assessor Portal and App

Batches Assigned

All the batches assigned for assessment will be displayed in Assessment Schedule for next 7 days, Assessment Schedule after 7 days, Marks update pending and Overdue batches in dashboard. Assessor can click any of the option to view batch details.

Screen:








User Manual – Assessor Portal and App

Batch Details

TNSDC-TP
Chennai

 **NAVIGATE**



 Main Street, , Chennai, Tamil Nadu
- 534111

View Batch Details ^

Batch Name
2002CH2020-TC000758JAGR/Q0203-000000A6

Start Date
06-Jul-2020



End Date
03-Aug-2020

Full / Part Time
Full Time

Batch Start Time
16:47:00

Batch End Time
00:47:00

Govt. Order No
NA

 **Back**  **Start**

Assessor can click on Start Assessment

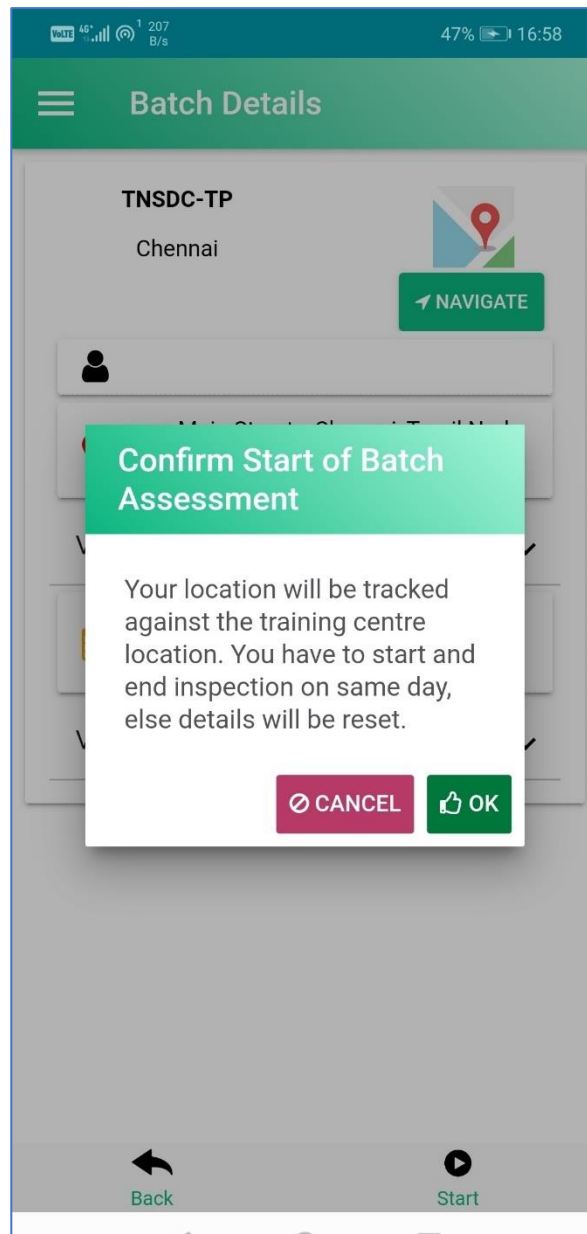


User Manual – Assessor Portal and App

Start Assessment

Assessor should be in training centre location to start the assessment. On click of Start Assessment, Assessor's geo location will be captured

Screen:



Note: If assessment date is future date, then assessor cannot start assessment



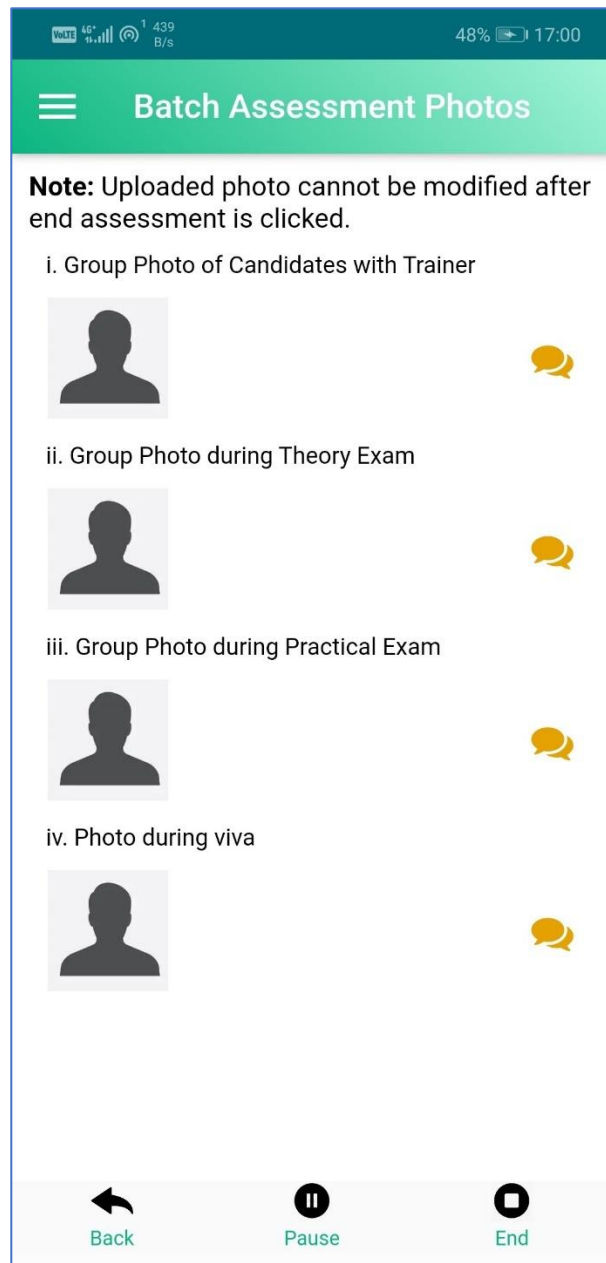
User Manual – Assessor Portal and App

Assessment Photos Capture

Assessor should capture photos of training centre.

Note: Only photo capture feature is available, and Assessor cannot upload photos from gallery.

Screen:



Pause Assessment

Assessor should be in training centre location to pause the Assessment.

Resume Assessment

Assessor should be training centre location to resume the Assessment.

End Assessment

Assessor should be training centre location to end the Assessment. Once assessment is ended, assessor will not be allowed to modify photos.



User Manual – Assessor Portal and App


Update Marks


Assessor can update the marks once photos are captured. Assessor can update marks either in TC location or offline. Assessment marks can be updated in Assessor app or Assessor portal.


Screen:

Batch Details

TNSDC-TP
Chennai

 **NAVIGATE**



 Main Street, , Chennai, Tamil Nadu
- 534111

View Batch Details ^

Batch Name
2002CH2020-TC000758JAGR/Q0203-000000A4

Start Date
06-Jul-2020



End Date
03-Aug-2020

Full / Part Time
Full Time

Batch Start Time
16:47:00

Batch End Time
00:47:00

Govt. Order No
NA

 **Back**  **Update Marks**



User Manual – Assessor Portal and App

First candidate's attendance should be captured. It can be done only for candidates who are eligible for assessment.

Note:

1. Candidate whose attendance is greater than or equal to 80% are eligible for assessment
2. Candidates with attendance less than 80% or dropout candidates are not eligible for assessment.

Candidate Marks Update

Eligible for Assessments - 1
i.e. Attendance \geq 70%

Present - 1 **Absent - 0**

Attendance	Candidate	Status
	S Rohith Rao AR2020M-C0007CA XXXX-XXXX-1111 Percentage - 0	

Not Eligible for Assessments - 0
i.e. Attendance $<$ 70% or Dropout

Back **Save Attendance** **Submit**

On click of arrow mark, Assessor will be allowed to update Assessment marks NOS wise.



User Manual – Assessor Portal and App

- Assessor can click on Reset to clear all the marks
- Assessor can use Previous/ Next to navigate to different candidates
- Assessor can click on 'Save' to save marks entered
- Assessor can click on 'Candidate List' to view all the candidates.

4G+ 1 0 K/s 48% 17:05

≡

Marks Update

S Rohith Rao - AR2020M-C0007CA

Total - NA / 600

Percentage - NA

NOS / Course Details ⓘ	Theory Marks	Practical Marks
1. Integrated Pest And Disease Management In Field Crops Core NOS	<input type="text"/> / 45	<input type="text"/> / 45
2. Irrigation Management For Field Crops Non-Core NOS	<input type="text"/> / 30	<input type="text"/> / 30
3. Curb Weed In Field Crops Non-Core NOS	<input type="text"/> / 30	<input type="text"/> / 30
4. Macro And Micro Nutrient Management For Field Crops Core NOS	<input type="text"/> / 45	<input type="text"/> / 45
5. Basic Farm Management Core NOS	<input type="text"/> / 16	<input type="text"/> / 14
6. Assimilating Market Information Core NOS	<input type="text"/> / 14	<input type="text"/> / 16
7. Manage Harvest And Post Harvest In Sugarcane Cultivation Core NOS	<input type="text"/> / 45	<input type="text"/> / 45
8. Manage Ratoon In Sugarcane Cultivation Non-Core NOS	<input type="text"/> / 15	<input type="text"/> / 15
9. Maintain Health & Safety At The Workplace Non-Core NOS	<input type="text"/> / 15	<input type="text"/> / 15
10. Prepare And Plant Setts Non-Core NOS	<input type="text"/> / 30	<input type="text"/> / 30

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☰

Reset

Previous

Save

Next

Candidate List



User Manual – Assessor Portal and App


View Cancelled Batch


Assessor can view all the batches that cancelled by Assessment Agency/ State Council of Vocational Training.


Screen:


Batch Details

TNSDC-TP
Chennai

 **NAVIGATE**



 Main Street, , Chennai, Tamil Nadu
- 534111

View Batch Details 

Batch Name
2002CH2020-TC000758JAGR/Q0203-000000A6

Start Date
06-Jul-2020


End Date
03-Aug-2020

Full / Part Time
Full Time

Batch Start Time
16:47:00

Batch End Time
00:47:00

Govt. Order No
NA

 **Back**



User Manual – Assessor Portal and App

Assessor Portal

Assessor can access Assessor Portal from TNSDC website.

Option 1:

Click on Assessor under 'Register/ Login' dropdown option.

The screenshot shows the TNSDC website homepage. The header includes the TNSDC logo and the text 'தமிழ்நாடு திறன் மேம்பாட்டுக் கழகம்' and 'TAMIL NADU SKILL DEVELOPMENT CORPORATION'. The navigation menu includes Home, About Us, Schemes, Initiatives, Courses, Training Partners, TN-Skill Registry, Notices, Gallery, TNSkills-2020, and Contact Us. A 'Register / Login' dropdown menu is open, showing options: Candidates/Trainees, Training Partners, Training Centers, SSC / SCVT, Assessment Agency / Assessor (highlighted), TNSDC Login, and TNSDC NRT Login. Below the menu, there is a banner with the text 'Are you a Training Partner interested in Government Scheme based' and statistics: Training Partner 300+, Sector 20+, Job Role 250+, and Skilled Youth 750,000+. A footer notice states: 'About any discrepancies on or before 9th December 2020 at 5.45 PM | Training Partner should complete the TC creation process without any discrepancies on or before 31st December 2020.'

Option 2:

Click on Assessor under 'Register/ Login' option.

The screenshot shows the TNSDC website with the 'REGISTER/LOGIN' section highlighted. The header is the same as the previous screenshot. The 'REGISTER/LOGIN' section includes a list of options: Candidates/Trainees, Training Partners, Training Centers, Employers, SSC / SCVT, Assessment Agency / Assessor (highlighted), and TNSDC Login. Below this, there is a 'Notice Board' section with two notices dated 01 Dec 2020. The first notice states: 'Eol- Training Partner should complete the TP registration process without any discrepancies on or before 9th December 2020 at 5.45 PM'. The second notice states: 'Training Partner should complete the TC creation process without any discrepancies on or before 31st December 2020'. At the bottom, there is a 'SCHEMES' section with icons for PMKVY, SANKALP, Short Term Skill Training, Recognition of Prior Learning, Amma Skill Training and Employability Scheme, and Amma Two Wheeler Repair & Maintenance Training Scheme.



User Manual – Assessor Portal and App

Assessor Login

Assessor can login to Assessor Portal based on login credentials received from TNSDC

Screen:

Note:

3. If you are SSC affiliated assessor, then Assessor Registration will be done by Sector Skill Council (SSC)
4. If you are SCVT affiliated assessor, then Assessor Registration can be done on your own or State Council of Vocational Training (SCVT) will register you.

Details:

Field	Description
Username	Username of Assessor shared by TNSDC
Password	Assessor user should enter his/her password
Captcha	Assessor user to enter captcha details
Forgot Username	Assessor user can click on Forgot Username to retrieve the password
Forgot Password	Assessor user can click on Forgot Password to retrieve the password



User Manual – Assessor Portal and App

Forgot Username

Assessor can click on forgot username link to retrieve username. Assessor should enter his/ her email id.

Screen:

Forgot Password

Assessor can click on forgot password link to retrieve password. User must enter the username. Temporary Password will be sent to Assessor's mobile number.

Screen:



User Manual – Assessor Portal and App

Assessor Dashboard

Soon after Assessor logs in, he/ she will be navigated to dashboard screen.

Screen:

Assessor Profile

Assessor can view their profile details by clicking on their name on top right corner and click on 'My Profile'

Screen:

Note: Assessor profile details can be modified by SSC/ SCVT only.



User Manual – Assessor Portal and App

Assessment Data Update

Assessor can view all the batches that Pending for Assessment and Assessment Completed
Screen:

The screenshot shows the 'ASSESSMENT DATA UPDATE' screen. The header includes the Tamil Nadu Skill Development Corporation logo and name in English and Tamil. The left sidebar has 'Dashboard' and 'Assessment Data Update' options. The main content area has a 'Batch :' dropdown menu with 'Assessment Data Entry Completed' selected. Below the dropdown is a table with the following data:

	JOBROLE	JOBROLE CODE	SCHEME	CANDIDATES CO
2002KA2020-1C000129JAGH/0000001D	Sugarcane Cultivator(Level-4)	AGR/Q0203	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000003D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-00000040	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1

Pending Assessment Batches

Assessor can view all the batches whose assessment is not yet done.

Screen:

The screenshot shows the 'ASSESSMENT DATA UPDATE' screen. The header includes the Tamil Nadu Skill Development Corporation logo and name in English and Tamil. The left sidebar has 'Dashboard' and 'Assessment Data Update' options. The main content area has a 'Batch :' dropdown menu with 'Pending Assessment Batches' selected. Below the dropdown is a table with the following data:

	BATCH NAME	JOBROLE	JOBROLE CODE	SCHEME	CANDIDATES COUNT
<input type="radio"/>	2002ER2020-TC001A16JAGR/Q4301-00000043	Broiler Farm Supervisor(Level-5)	AGR/Q4301	Short Term Training	3

Below the table is a button labeled 'UPDATE ASSESSMENT RESULT'.



User Manual – Assessor Portal and App

Note: Assessor cannot update the marks before assessment date and before uploading Assessment photo in Assessor App. It will throw below error

Screen:

ASSESSMENT DATA UPDATE

Batch : Pending Assessment Batches

2002CH2020-TC0019EEJSSC/Q2212-00000033

2002CH2020-TC0019EEJSSC/Q2212-00000033

UPDATE ASSESSMENT RESULT

Update Assessment Details

Assessor can update assessment details of candidates only if Assessor has captured photographs in Assessor App. Assessor can update NOS wise marks against candidates.

Note:

- Candidate whose attendance is greater than or equal to 80% are eligible for assessment
- Candidates with attendance less than 80% or dropout candidates are not eligible for assessment.

Screen:

UPLOAD CANDIDATE MARKS

Eligible for Assessments 1 Not Eligible for Assessments 0

BATCH : 2002CH2020-TC0019EEJSSC/Q2212-00000033 JOBROLE : Domestic Data Entry Operator SCHEME : Short Term Training

ASSESSMENT DATE : 08/Oct/2020

Training Center : Bharat Computer System TC SPOC : Gothavari Kuzhanthaivel Address : reside,5688,Chennai,Tamil Nadu

Candidate Name	Attendance	Aadhaar Number	Attendance > 80%	Core						Non Core						Total	Percentage
				SSC/N3022 Undertake Data ...		SSC/N9001 Manage Your W ...		SSC/N9003 Maintain A Healt...		SSC/N9003 Maintain A Healt...		SSC/N9003 Maintain A Healt...					
				Theory (35.00)	Practical (85.00)	Theory (12.00)	Practical (28.00)	Theory (10.00)	Practical (30.00)	Theory (10.00)	Practical (30.00)						
B Anusuya CO2020F-C00143E	Present	XXXX XXXX 9824	Yes	35.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	50.00	25.00				

Back Save Submit



User Manual – Assessor Portal and App

← → ↻ c20demoweb1.saas.talismaonline.com/TNSDC_test_prod_Assessor/UpdateCandMarkDetails/UpdateCandMarkDetails?CentreID=5&BatchName=2002CH2020-TC0... ☆ ⓘ ⚙

Tamilnadu Skill Development Corporation
தமிழ்நாடு திறன் மேம்பாட்டுக்கழகம்

English Assessor

Dashboard

Assessment Data Update

UPLOAD CANDIDATE MARKS

Home > Upload Candidate Marks

Eligible for Assessments 0 Not Eligible for Assessments 1

BATCH : 2002CH2020-TC0019EEJSSC/Q2212-00000033 JOBROLE : Domestic Data Entry Operator SCHEME : Short Term Training
ASSESSMENT DATE : 08/Oct/2020

Candidate Name	Aadhaar Number	Reason
B Anusuya CO2020F-C00143E	XXXX XXXX 9824	Attendance < 70%

← → ↻ c20demoweb1.saas.talismaonline.com/TNSDC_test_prod_Assessor/UpdateCandMarkDetails/UpdateCandMarkDetails?CentreID=5&BatchName=2002CH2020-TC0... ☆ ⓘ ⚙

Tamilnadu Skill Development Corporation
தமிழ்நாடு திறன் மேம்பாட்டுக்கழகம்

English Assessor

Dashboard

Assessment Data Update

UPLOAD CANDIDATE MARKS

Home > Upload Candidate Marks

Eligible for Assessments 1 Not Eligible for Assessments 0

BATCH : 2002CH2020-TC0019EEJSSC/Q2212-00000033 JOBROLE : Domestic Data Entry Operator SCHEME : Short Term Training
ASSESSMENT DATE : 08/Oct/2020

Training Center : Bharat Comput...

Alert

Are you sure you want to submit!

OK Cancel

Address : reside,5688,Chennai,Tamil Nadu

Non Core

SSCN

← → ↻ c20demoweb1.saas.talismaonline.com/TNSDC_test_prod_Assessor/UpdateCandMarkDetails/UpdateCandMarkDetails ☆ ⓘ ⚙

Tamilnadu Skill Development Corporation
தமிழ்நாடு திறன் மேம்பாட்டுக்கழகம்

English Assessor

Dashboard

Assessment Data Update

UPLOAD CANDIDATE MARKS

Home > Upload Candidate Marks

Eligible for Assessments 1 Not Eligible for Assessments 0

BATCH : 2002CH2020-TC0019EEJSSC/Q2212-00000033 JOBROLE : Domestic Data Entry Operator SCHEME : Short Term Training
ASSESSMENT DATE : 08/Oct/2020

Training Center : Bharat Comput...

Alert

Data has been submitted to your Assessment Agency for verification!

OK

Address : reside,5688,Chennai,Tamil Nadu

Non Core

SSCN9001	SSCN9003	Total	Percentage
Manage Your W	Maintain A Heat		
Theory (35.00)	Theory (12.00)	Theory (10.00)	
Practical (05.00)	Practical (28.00)	Practical (30.00)	
35.00	3.00	3.00	3.00
3.00	3.00	3.00	3.00
50.00	25.00		

Note:

1. Once batch is submitted by Assessor, it will be sent to Assessment Agency or State Council of Vocational Training for verification
2. If assessment details are rejected by Assessment Agency or State Council of Vocational Training, then Assessor will be able to update Assessment marks.

Assessment Completed

Once batch is submitted by Assessor, such batches will be visible in Assessment Completed tab.



User Manual – Assessor Portal and App

Screen:

BATCH NAME	JOBROLE	JOBROLE CODE	SCHEME	CANDIDATES CO
2002KA2020-TC000729JAGR/Q0203-0000001D	Sugarcane Cultivator(Level-4)	AGR/Q0203	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000003D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000004D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1

Change Password

Assessor can change password using Change Password option

Screen:

BATCH NAME	JOBROLE	JOBROLE CODE	SCHEME	CANDIDATES CO
2002KA2020-TC000729JAGR/Q0203-0000001D	Sugarcane Cultivator(Level-4)	AGR/Q0203	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000003D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000004D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1

BATCH NAME	JOBROLE	JOBROLE CODE	SCHEME	CANDIDATES CO
2002KA2020-TC000729JAGR/Q0203-0000001D	Sugarcane Cultivator(Level-4)	AGR/Q0203	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000003D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1
2002TH2020-TC0019F1JASC/Q3501-0000004D	Cnc Operator / Machining Technician L3(Level-3)	ASC/Q3501	Short Term Training	1



User Manual – Assessor Portal and App

Logout

Assessor can logout from portal using logout option.

Screen:



Support

Please feel free to contact us:

Email id : support@tnsdc.in

Contact number : 044-22500107

Monday to Friday exclude Government holidays

(Timing 10.00 AM To 5.45 PM)