



*Let the mind manage the body
Que l'esprit gère le corps*

Mauritius Examinations Syndicate

PSAC Grade 6 Candidates' entries

Prerequisite

To access and use the online application, the responsible officer (end user) of the schools should be aware of the browser setting for download, that is, the user needs to know or specify the folder where the downloaded files are saved.

System requirement

- *Internet connection*
- *A4 printer*

On accessing the application, the following screen will be displayed.

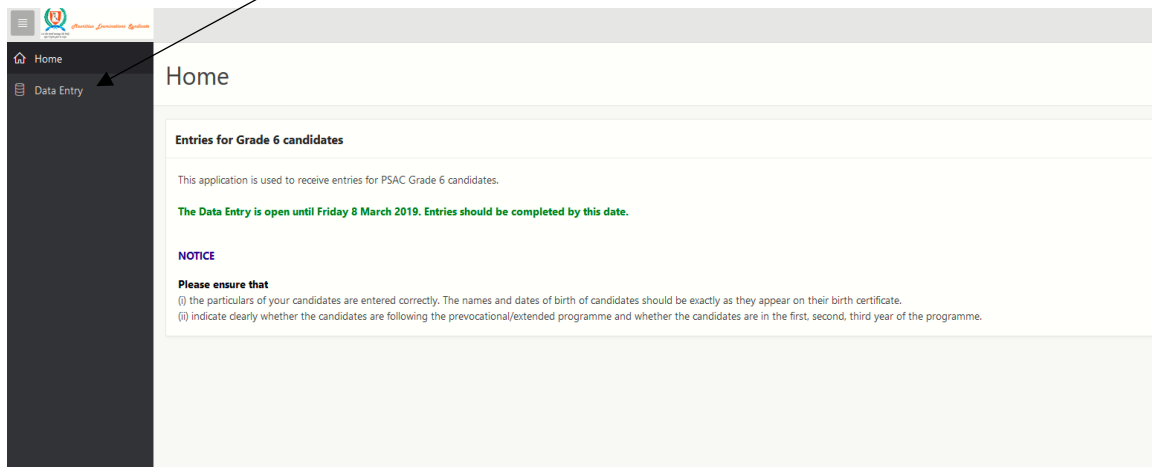
Enter the username and password provided. The username and password should be entered as provided. (Please note that the password is case-sensitive. This means that, for example, typing the letter B is not the same as typing the letter b and will result in your username/password being rejected if you type the wrong one.)

Click on Log In.

The following screen will be displayed. This is the Home page of the application.

All important notices will be available here. You are advised to check the Home page each time you log into the application. Academy2023

For Data Entry, click on 'Data Entry'.



The following 'Data Entry' page will be displayed.

Candidates' Data Entry 9999 MAURITIUS EXAMINATIONS SYNDICATE TESTING

Print Entries << >> Create a New Entry

School

* Surname

* Prenomines

* Gender * Dateofbirth * Nic

* Address Line 1

Address Line 2

Address Line 3

Address Line 4

Home Phone Mobile

Email Address

* Optional Core

* Sitting * Previous CPE/PSAC Qualifications

* In Prevoc/Extended Stream * Prevoc/Extended Year

Cancel Save New Entry

Score	Gender	Name Of Candidates	Dateofbirth
9999	MALE	ISMAËL PANCHDOORY, Roulev	02-MAY-2009
9999	MALE	TR, Tr	01-FEB-2006
9999	MALE	MUTTUR, Nilesk	01-FEB-2002
9999	FEMALE	BEGGOD, Renu	01-FEB-2004

1 - 4

You may insert, delete and amend records using this screen.

To insert a new record

- Click on 'Create a New Entry' at the top of the Screen.
- Input the data. Note that the fields marked with a red asterix are mandatory, that is data should be entered and the field must not be left blank.
- Click on the button 'Save New Entry' to save the record.
- The record of the candidate will now appear as an entry in the right panel.

To delete a record

- Look for the name of the candidate in the right panel.
- Click on the pen in the first column of the candidate's record.
- The record will be displayed in the left panel.
- Click on 'Delete' to remove the record.

To amend a record

- Look for the name of the candidate in the right panel.
- Click on the pen in the first column of the candidate's record.
- The record will be displayed in the left panel.
- Amend the record and click on 'Apply changes'.

Once all entries have been made, a list may be printed for checking purposes. Click on 'Print Entries' found at the top of the screen and download the listing.