



**CMR College of Engineering & Technology, Hyderabad
(UGC Autonomous)**

**Duties & Responsibilities of Assistant Controller of
Examinations-I**

Systems:

- Student Profiles
- Online registration
- OMR Generation
- Stitching of OMR with answer scripts
- Hall Tickets Generation and Printing
- Results Processing
- Grade Sheets Printing
- Maintenance of hard copies and soft copies.
- And any other work assigned by Chief superintendent or Controller of Examinations