

**दॉ चेंज ट्रस्ट/The Change Trust**  
**नौरंगाबाद, सैफाबाद / Naurangabad, Saifabad - 230138**  
**प्रतापगढ़, उत्तर प्रदेश (भारत)/ Pratapgarh, Utter Pradesh (India)**



**परिपत्र/Circular**

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***Student User Manual***

**Introduction:** -

The Change Trust is a responsible institution which always ready to contribute its valuable and life-changing support to society. We believe that our youths have full potential to change the fate of the home, district, country, and finally the world with suitable guidance. To give full flagged life-changing exposure we are trying to focus on three major pillars of life thus our events are-

1. Curricular upgrader-

Under this, we are organizing multiple sets of exams Offline/Online like Subject Test Exams based on the syllabus of a particular class, Extempore, Essay writing, etc. To know the full set of events kindly visit the event section of our official website.

2. Health booster-

Here we want to focus on the health of particular student thus we are organizing sport events like cricket, kho-kho, or Kabbadi, etc. We are striving to achieve fitness and health consciousness through such events.

3. Know Yourself-

It's our humble effort to make society aware of the word *who I AM*. For achieving this we are organizing Yoga events.

If you are joining our platform as a student, you will be able to participate in any of the events for which you are eligible either free of cost or with a minute nominal charge. This will reduce the boring multi-time registration process.

**How to Join As a Student**

- Go to Trust's official website <https://thechange.org.in>
- Under the *online registration* section click *student registration*, fill the form, and submit that.
- You will get a confirmation mail once the account has been approved by The Change admin.
- Then login with the suitable credentials and enjoy the onboard journey with us.

**Students' Dashboard Functionalities**

The following functionalities have been provided with the student's dashboard.

Contact Us/ संपर्क करें - **Website:-** <http://thechange.org.in> **Tel:-** +91 7897233340

**Email:-** thechange.org.in@gmail.com

## 1. Profile

- This will display complete student-specific information entered during the registration.
- Under this option students can alter their password without any limit on it.
- Students can update their class standards once in an academic year. In special cases, they can request on the official trust mail [thechange.org.in@gmail.com](mailto:thechange.org.in@gmail.com).

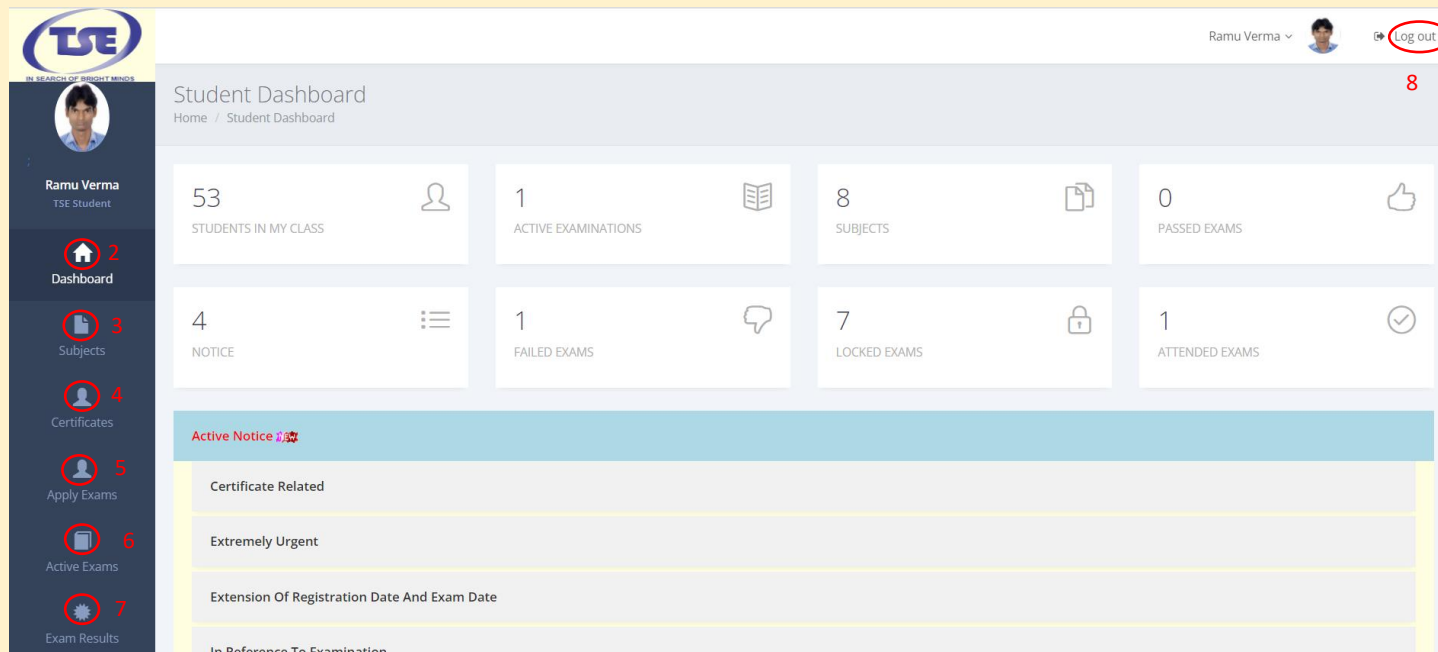


Figure. 1- Student dashboard

## 2. Dashboard

- Dashboard consists of the discrete data relevant to student points of view like students in his class, Active examinations, subjects, etc.
- Students can get quick notifications from the exam controllers' dashboard.

## 3. Subject

- This section displays all the examinations available for the student. This is also helpful to find the active examinations out of all.

## 4. Certificates

- Students can be able to download certificates corresponding to edition of specific exams,
- Students need to enter two parameters ex. Edition name and Exam Name
- This option has been now provided *directly* on the website through edition name, Student First/Last name, and student phone number.

## 5. Apply

- From here students can directly apply for specific exams with a single click. This option is relevant because one who has not applied this option will not be able to appear for the examination organized by the change for closed registrations.

## 6. Active Examination

- This option shows the list of active exams in which students can appear at present.

## 7. Exam Results

- This will show the results of Objective exams in which student had appeared. This is useful to analyze the students after the examination is over.
- This is an automated process and post-completion of the exam this automatically appears.

## 8. Logout

- A Logout is an option, once clicked will log you out from all the sessions.
- This will bring you back to the login page.

Through Proper Channel

  
**Mr. Rama Kant Verma**

President  
The Change Trust

## Circulation Medium-

To the public- Through The change web notice board

CC: CEO -The Change, CFO -The Change