

<u>UPLOAD / SELECT PARTICIPANT LIST</u>

FROM MASTER BATCH



Before uploading Participant list please ensure the **Master Batch** and **Semester Training Planner** are completed.

Login to spoken-tutorial.org with the Username and Password.

Click here for Master Batch: http://spoken-tutorial.org/software-training/student-batch

Click here for STP: http://spoken-tutorial.org/software-training/training-planner/

Faculty Coordinator will have the "Select All" option on the Participant name and Select Language category.

SAMPLE PARTICIPANT LIST:

	First Name	Last Name	Email ID	Gender	Preferred Language
√	DIANA	LOW	dianaly3129@gmail.com	Female	English
√	MINAKSHI	SOLANKI	minakshi.solanki 84@gmail.c	om Female	English