GRIFFIN COLLEGE LONDON
(INTERNATIONAL EXAMINATION BOARD)

User manual – GCL

(griffincollege.org.uk)

Web Portal

Table of contents

1. Introduction

Griffin College London is a leading Exam board and independent education non-profit organization that has been providing assessments with the vision to support Communities and encourage social cohesion in the Academic, Language and Performing Arts sectors. Griffin College London trusts that compelling informative and performance abilities are life- improving, know no bounds, and should be within reach of us all. It exists to advance and cultivate the most ideal communicative and performance skills, and aptitudes through Examinations, content, and training which is imaginative, individual, and bona fide.
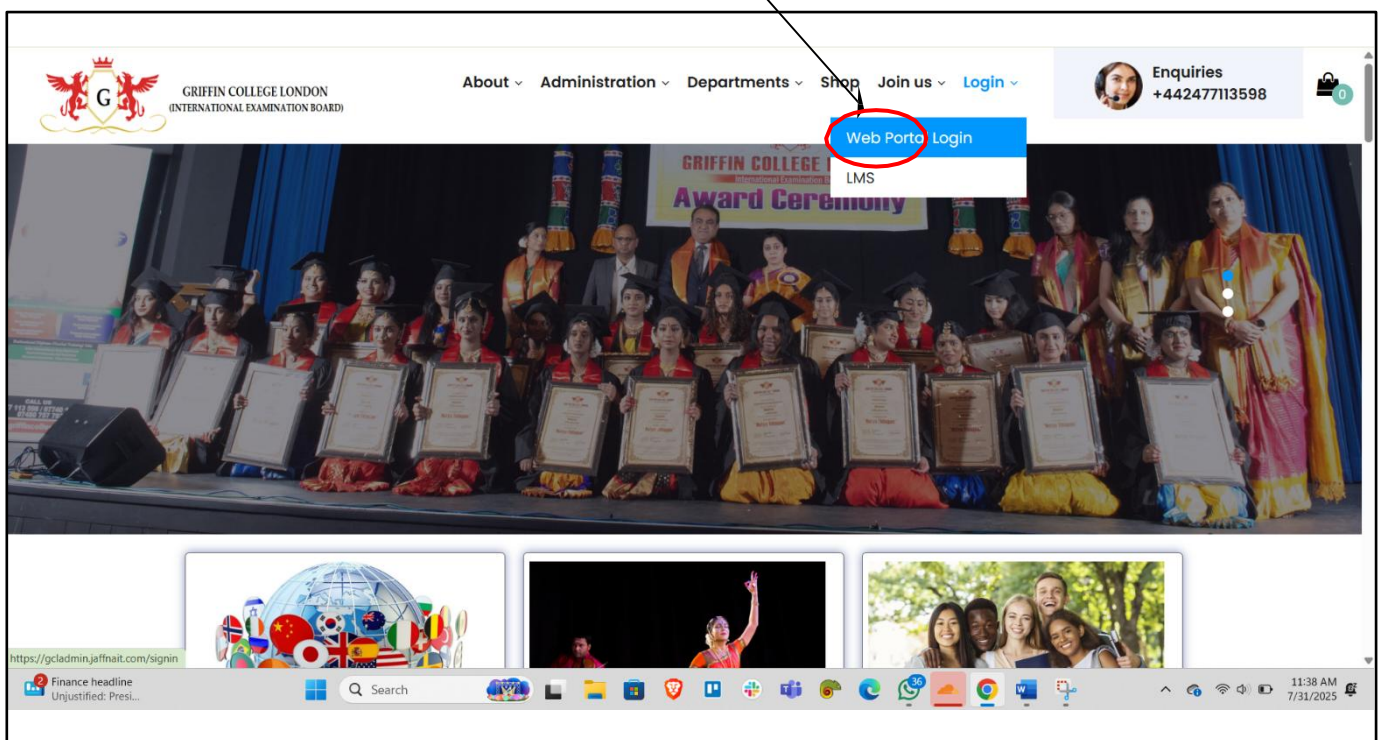
This user manual will take you through the many useful features and functions of Griffin College London website and app also it serves as a reference guide for working with your Griffin College London app and website. The manual is split into two parts. This section (Web Portal) explains the features and functionality of the application in its website version.
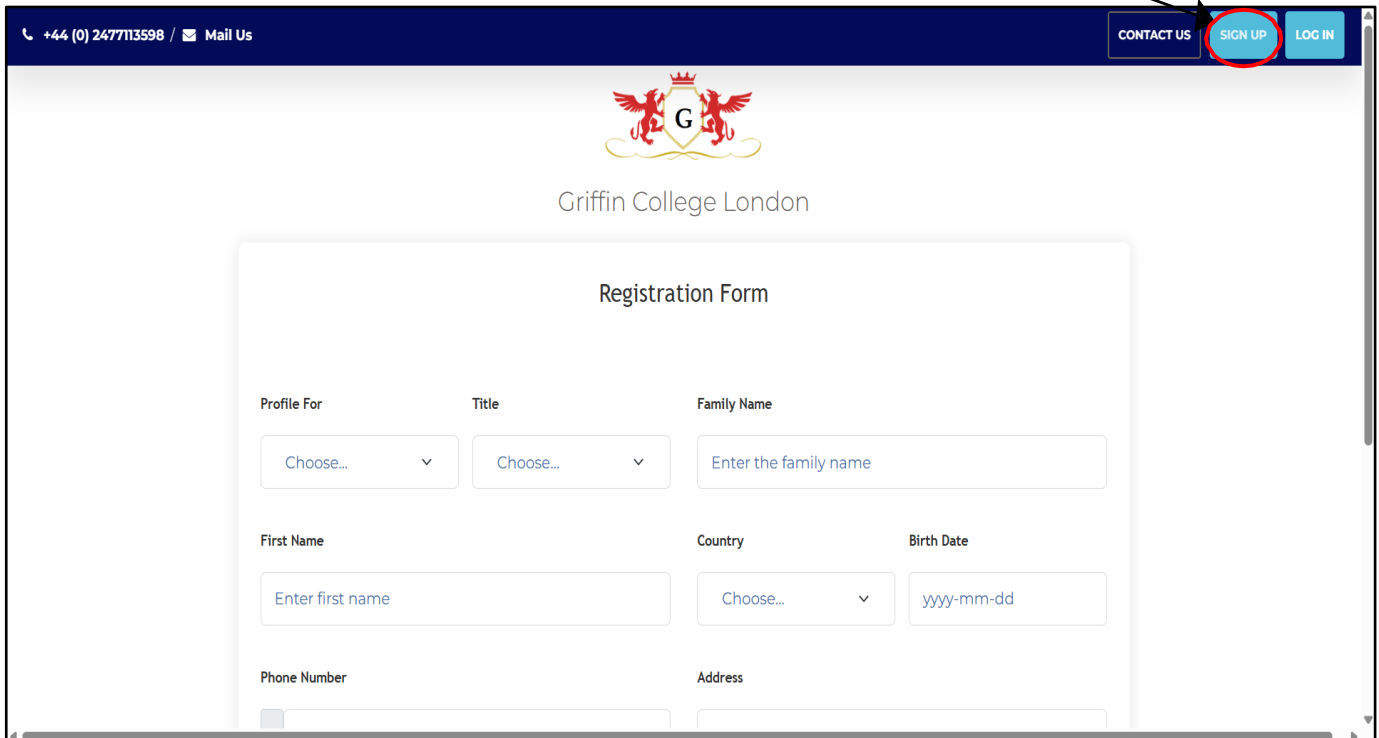
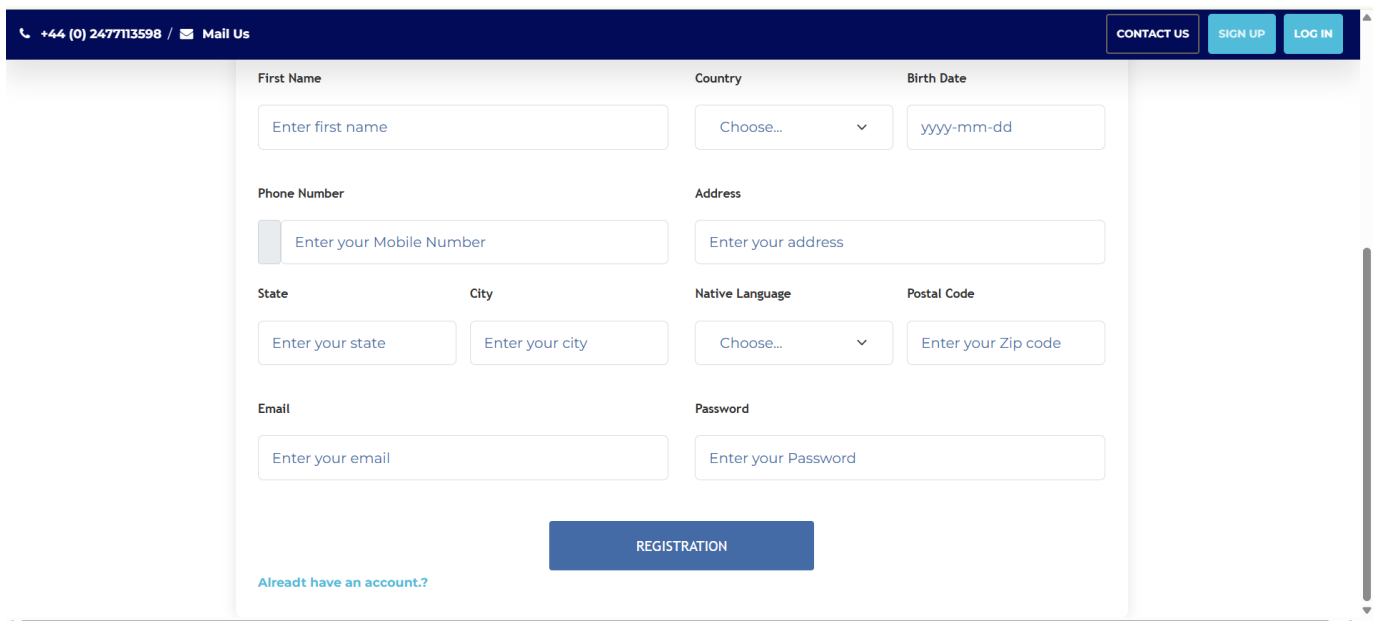# 1.Desktop

1.1. **User (Student)**

2.1.1   HOW TO REGISTER?

1 1 - Visit to the GCL website - https://griffincollege.org.uk/
2 - Click Login button
3 – Click Web Portal Login

4 - Click On "Signup"

CONTACT US   SIGN UP   LOG IN

Griffin College London

Registration Form

Profile For

Choose...

Title

Choose...

Family Name

Enter the family name

First Name

Enter first name

Country

Choose...

Birth Date

yyyy-mm-dd

Phone Number

Address

📞 +44 (0) 2477113598 / ✉ Mail Us   CONTACT US   SIGN UP   LOG IN

First Name

Enter first name

Country

Choose...

Birth Date

yyyy-mm-dd

Phone Number

Enter your Mobile Number

Address

Enter your address

State

Enter your state

City

Enter your city

Native Language

Choose...

Postal Code

Enter your Zip code

Email

Enter your email

Password

Enter your Password

REGISTRATION

Alreadt have an account.?

3

(2) Fill basic details in the Registration form

Select User type

Profile For *
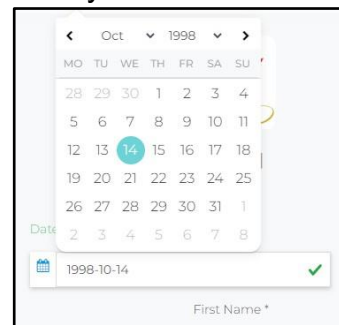
Select one
- Select one
- Student
- Teacher
- Examiner

Set your date of birth

< Oct ∨ 1998 ∨ >

MO	TU	WE	TH	FR	SA	SU
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8
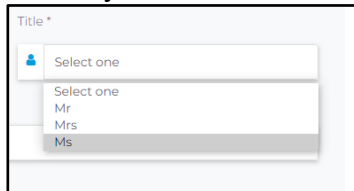
1998-10-14 ✓

First Name *

Select your title

Title *

Select one
- Select one
- Mr
- Mrs
- Ms

Give your Family name

Family Name

Enter the family name

Give your First name
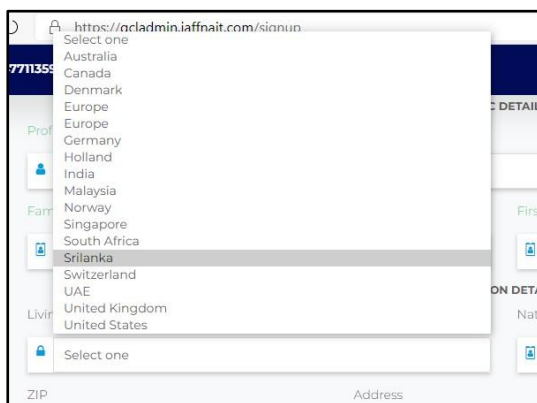
First Name

Enter first name

(3) Fill location details in the Registration form

Select your country

https://gcladmin.iaffnait.com/signup

- Select one
- Australia
- Canada
- Denmark
- Europe
- Europe
- Germany
- Holland
- India
- Malaysia
- Norway
- Singapore
- South Africa
- Srilanka
- Switzerland
- UAE
- United Kingdom
- United States
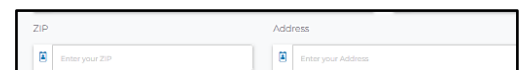
Select one

ZIP   Address

Give your ZIP code and address

ZIP	Address
Enter your ZIP	Enter your Address

(4) Fill security credentials in the Registration form

Select your native language

Native Language

Select one
- Select one
- Tamil
- English
- Hindi
- Malayalam
- Telugu

(5) Fill security credentials in the Registration form

Give your mobile number

Give your Address

Give postal code

Phone Number		Address	
+94	769460586 ✓	no 23, taxila placecolombo 5	
State	**City**	**Native Language**	**Postal Code**
colombo ✓	kirulapana	Tamil ✓ ⌄	001
Email		**Password**	
mkirushaa99@gmail.com		.... ✓	
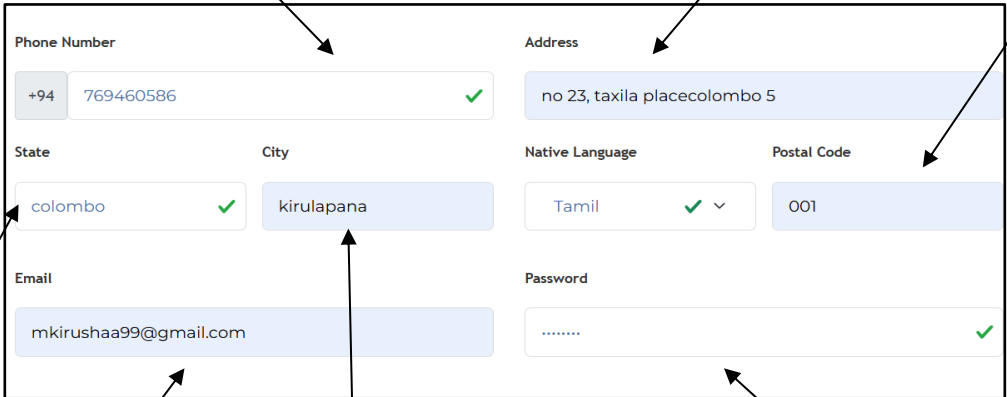
Give your state

Give Email ID

Give a password

Give city Name

After filled all details in the Registration form Click "REGISTER"

6 After you Click Register, a Verification OTP will be sent to your Email ID that you gave in the registration form.

> **Hi kirusha test,**
>
> We are pleased to inform you that your account has been successfully activated by the administrator.
>
> You may now log in to the system using the following GCL Number:
>
> • **GCLSL00003**
>
> Login to Your Dashboard
>
> *Please keep this information secure.*
>
> If you encounter any issues during login, feel free to contact our support team.
>
> Welcome to Griffin College London!
>
> Best regards,
> **Griffin College London**

6 2.1.2 HOW TO LOGIN?

　　　1.Click on LOGIN

　　　button

1.Select Role

2.Give GCL number

3.Click Login Button

7 You will be directed to the home page of student

2.1.2 HOW TO RESET PASSWORD?

1.Click Forgot Password?

2.The reset form will be displayed.

3.Enter your Email

4.Click Reset Password Button

5.Then you will get verification Number
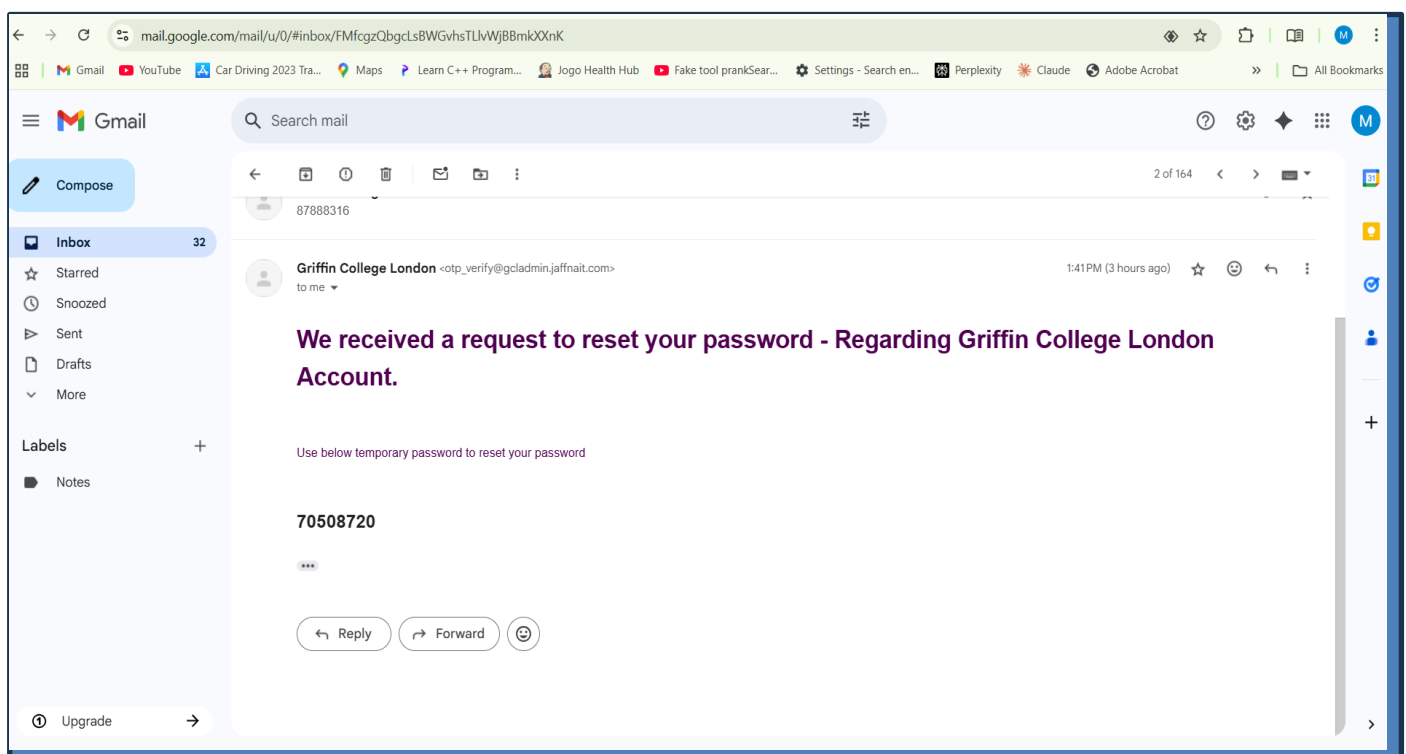
6.After that, please complete the password reset form.

7. Enter the temporary password sent to your Gmail account

8.give your new password

9.click verify Passsword

You can log in again by following these steps:
1. Select the user type
2. Enter the GCL number you received in the email
3. Enter your new password

2.1.4 PROFILE

If you need to change your profile, click the profile icon.
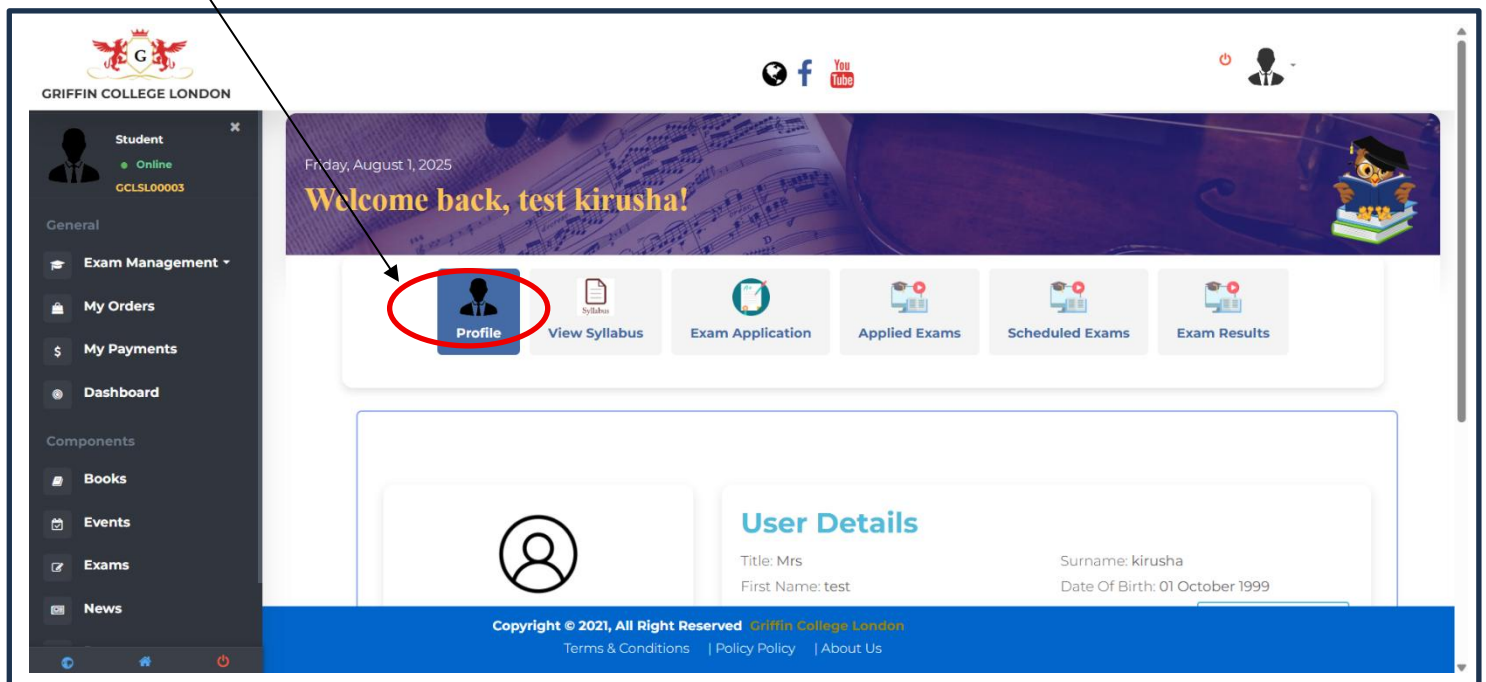
1. Scroll down a little bit

2. Click the 'Change' button"
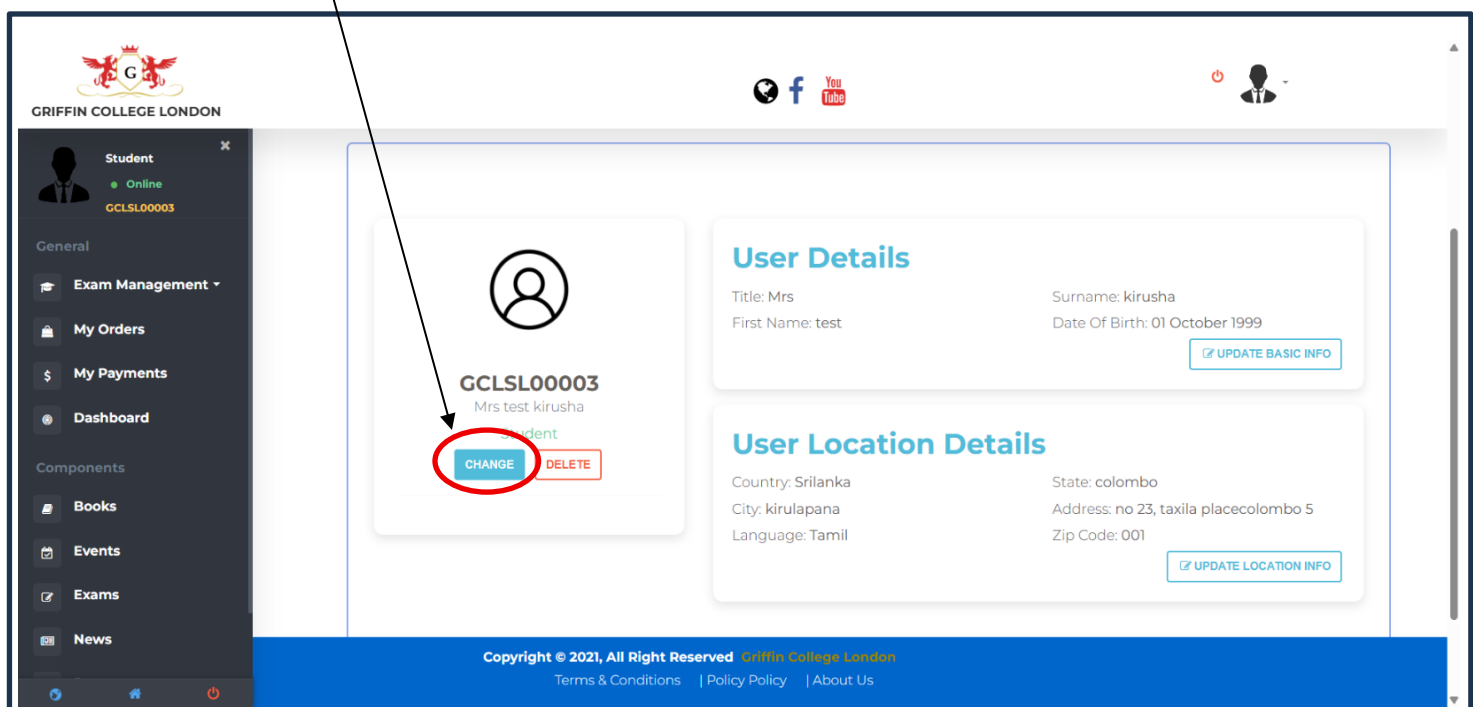
1. Once you click the 'Change' button, the following page will appear
2. Then, click the pen icon to edit
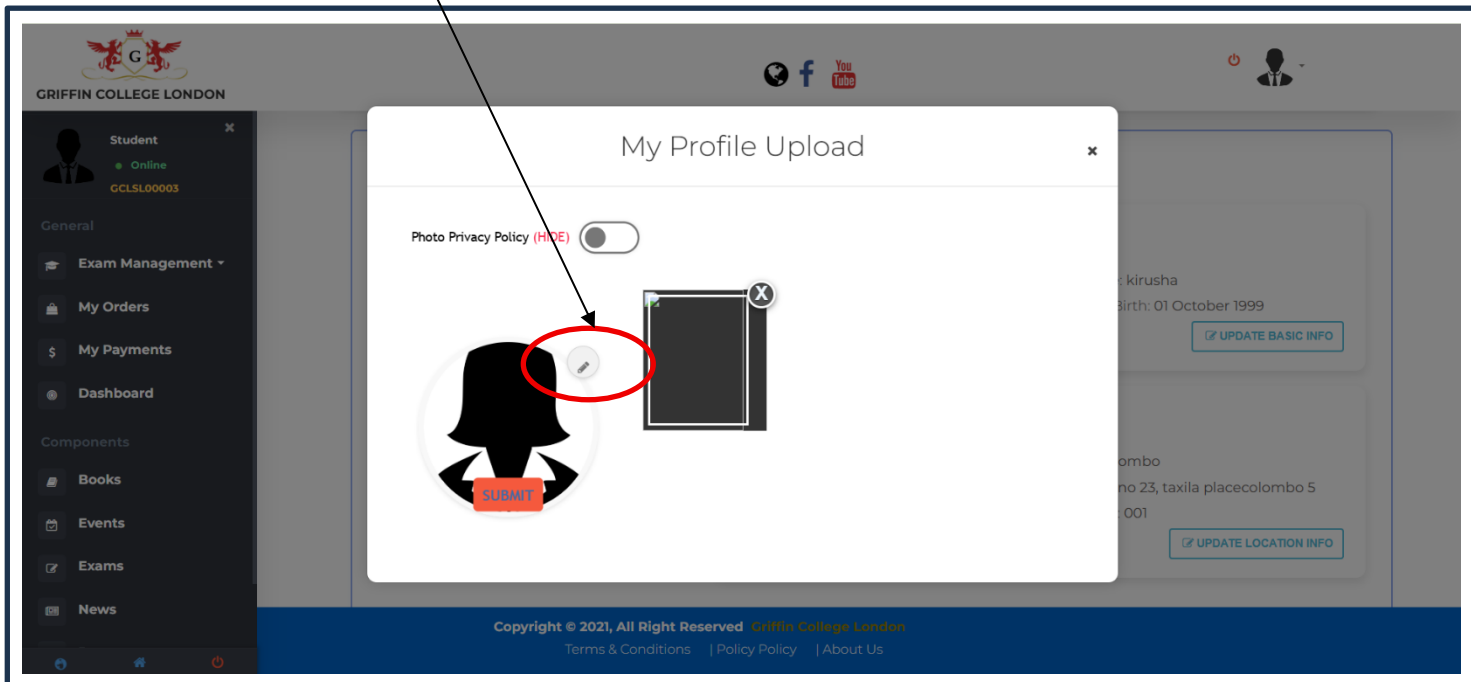
1. Choose your photo
2. Upload it
3. Click the 'Submit' button
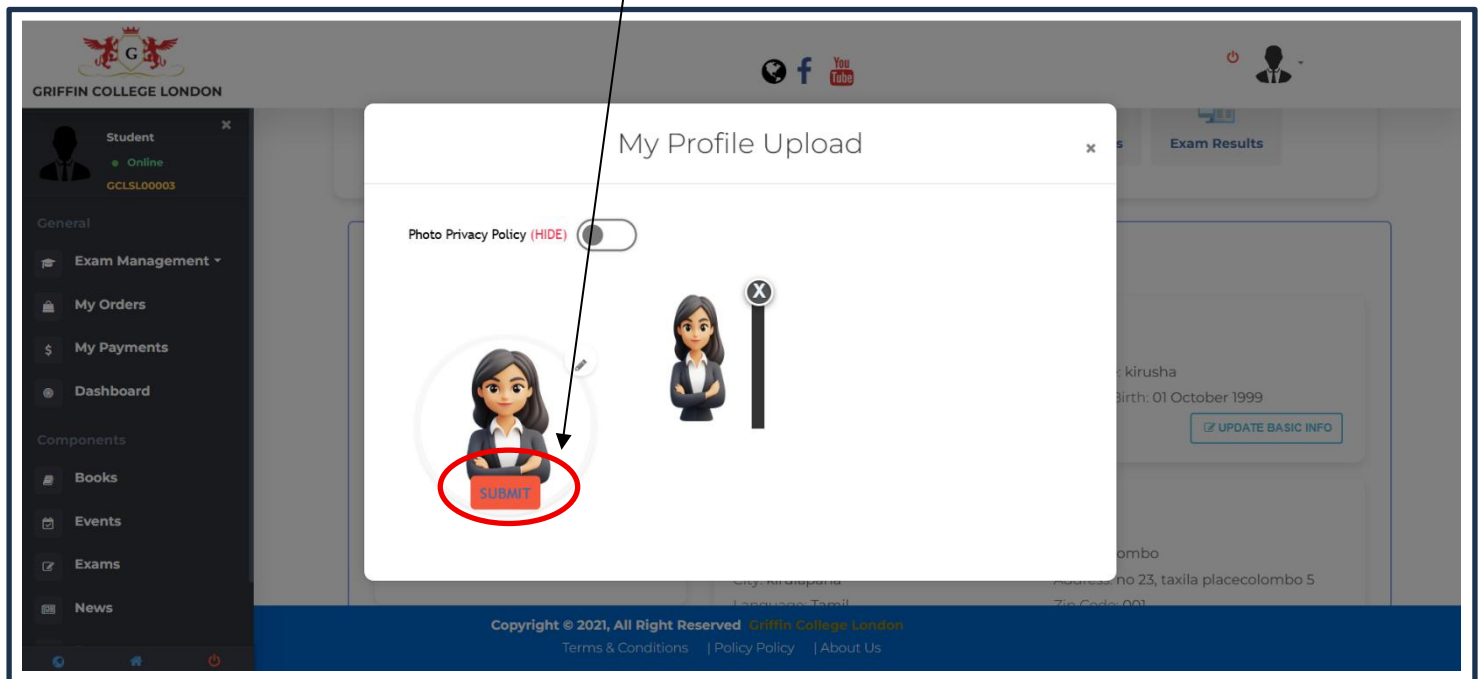
1.You can edit User details here
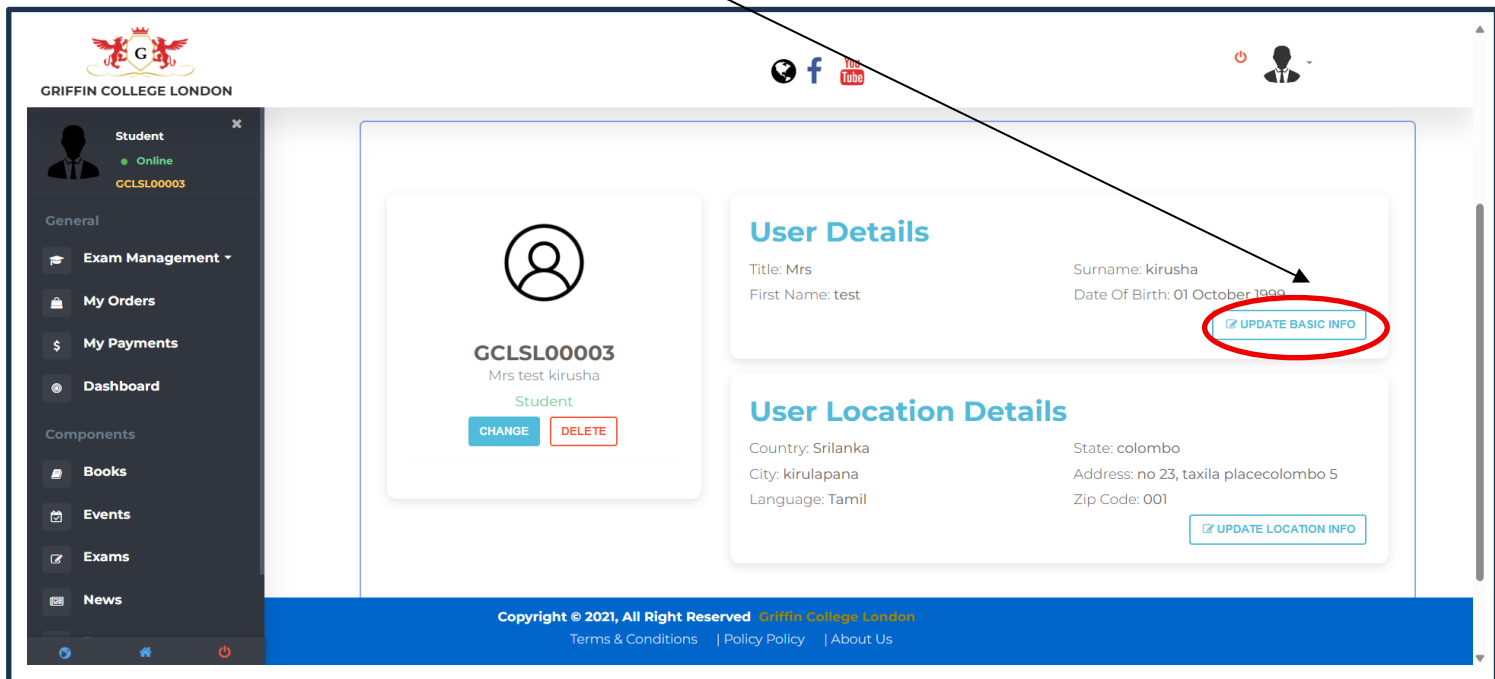
1. Once this step is completed, the form will appear
2. Update your details in the form
3. Click the 'Update' button to save changes
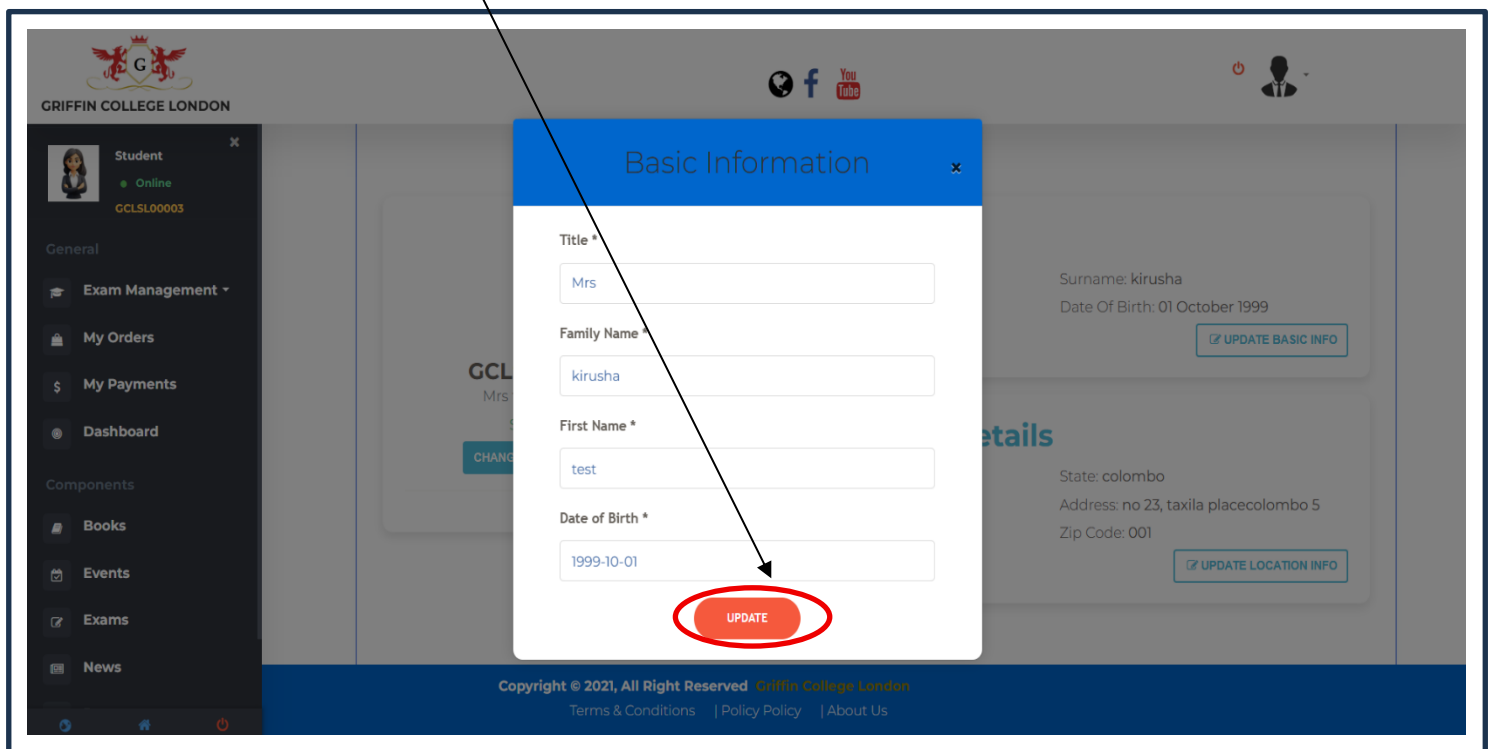
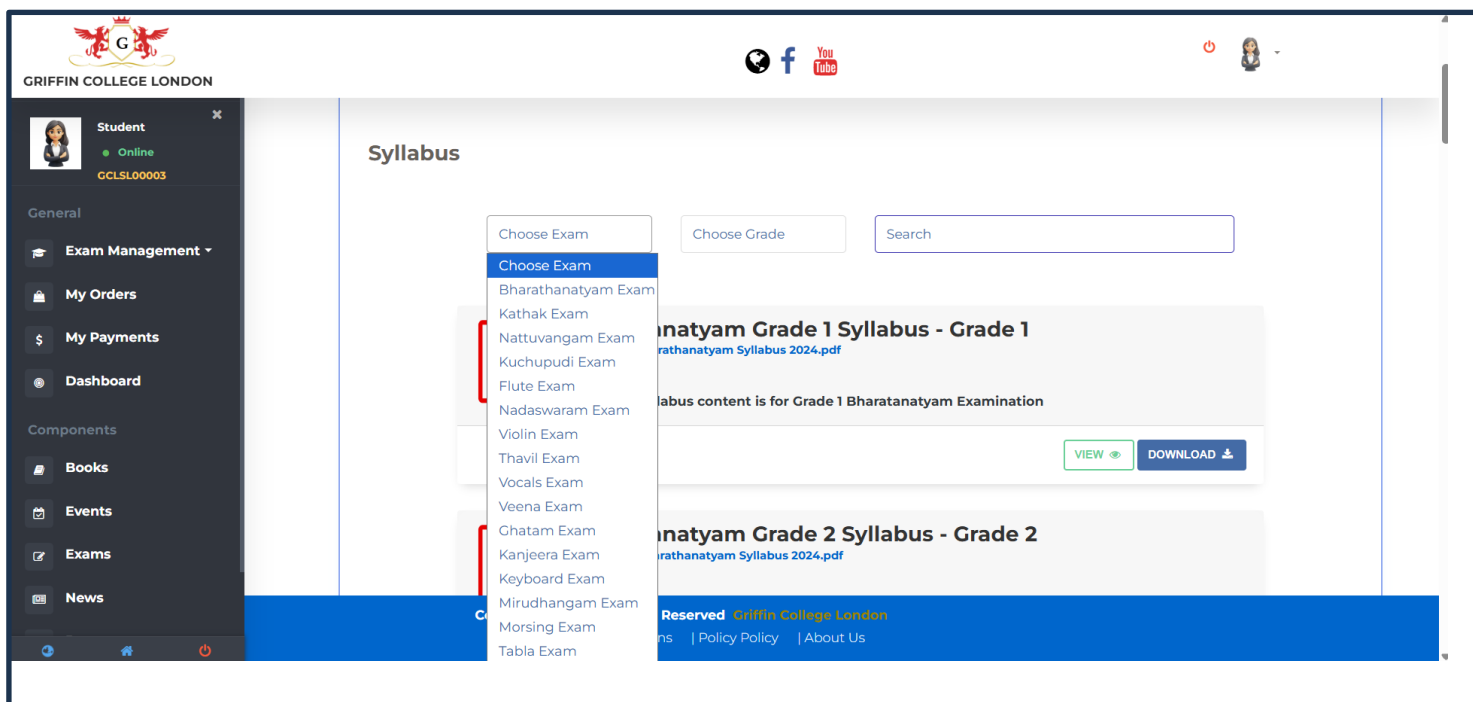1.Here you can edit Location and Language information

1. Once this step is completed, the form will appear
2. Update your details in the form
3. Click the 'Update' button to save changes

2.1.5 SYLLABUS

1.Click on view syllabus button
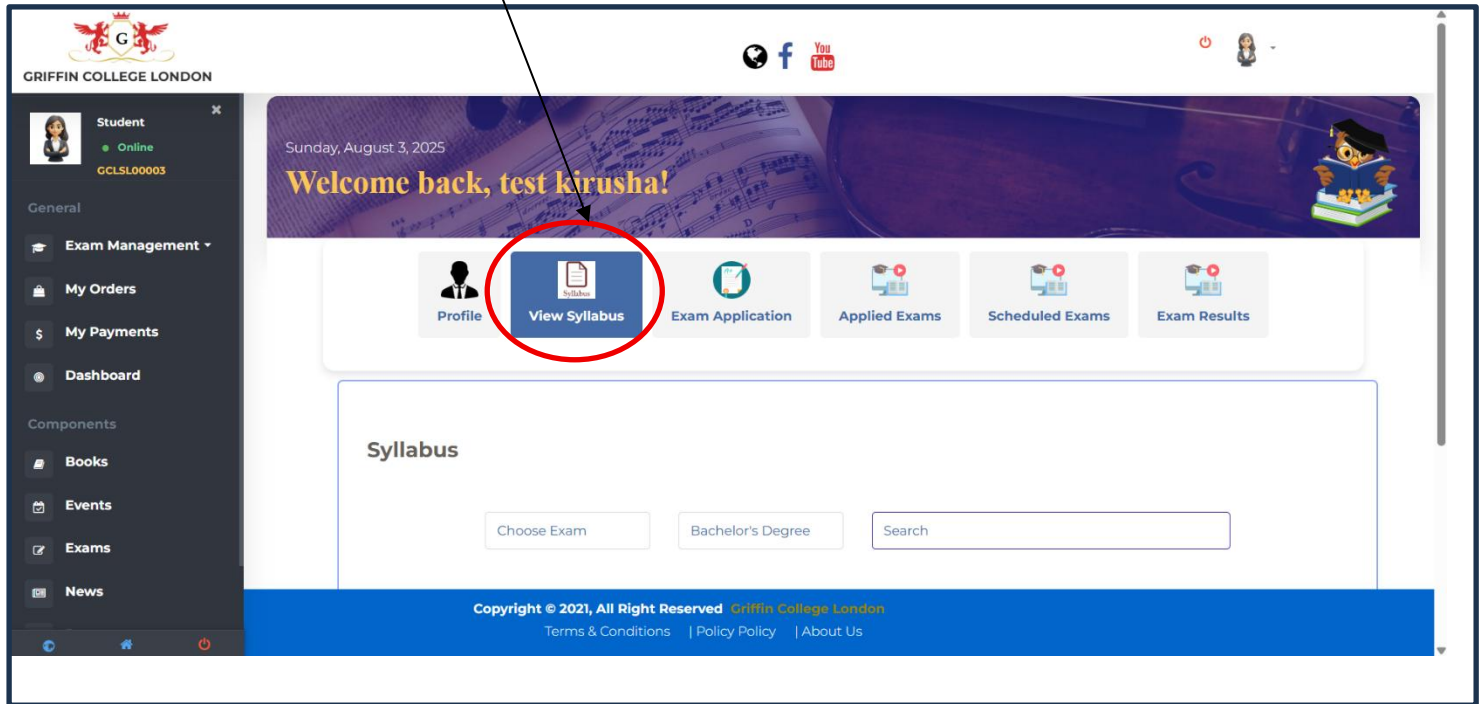
2.Choose Exam

2.Choose Grade

Syllabus

| Kuchupudi Exam | Grade 4 | Search |

Choose Grade
Grade 1
Grade 2
Grade 3
Grade 4
Grade 5
Grade 6
Grade 7
Grade 8
Performance Diploma
Professional Diploma
Bachelor's Degree
Pre Grade
Pregrade
Beginner
Preliminary
Intermediate

To Display
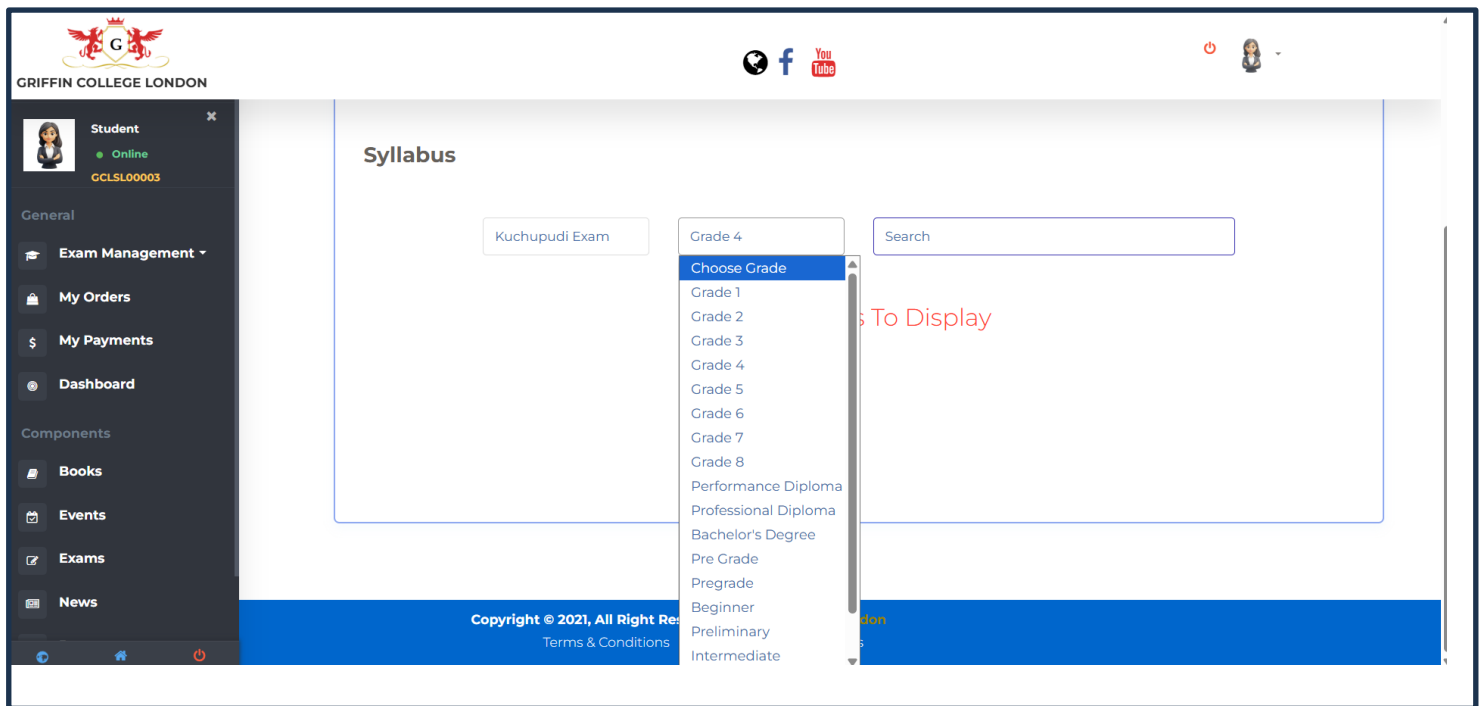
1.If you're giving instructions
2. After clicking Search, the matching items will appear.
3.if you want to Download click "Download".
4.if you want to see click "view".

Bharathanatyam Grade 1 Syllabus - Grade 1
GCL Grade 1 Bharathanatyam Syllabus 2024.pdf
⏱ 60 Hours
This syllabus content is for Grade 1 Bharatanatyam Examination
VIEW 👁   DOWNLOAD ⬇

Bharathanatyam Grade 2 Syllabus - Grade 2
GCL Grade 2 Bharathanatyam Syllabus 2024.pdf
⏱ 60 Hours
This syllabus is for Grade 2 Bharatanatyam Examination
VIEW 👁   DOWNLOAD ⬇

Bharathanatyam Grade 3 Syllabus - Grade 3
GCL Grade 3 Bharathanatyam Syllabus 2024.pdf

2.1.6 EXAM APPLICATION

1.click Exam Application

2.fill this form

Give your Student Number

Select Exam Type

Select your Grade

If you want to Add another exam, click add here
This form is designed for gurus. Those who have applied can use it.
       1. Enter your details in the fields.
       2. Click on the Next button to continue.

Guru Registration

Guru Name

Exam Type

Enter Requirements

Exam Year

2.The next page will be displayed after this step.
This page will display your personal information.

3.Once this is done, you can make the payment here.
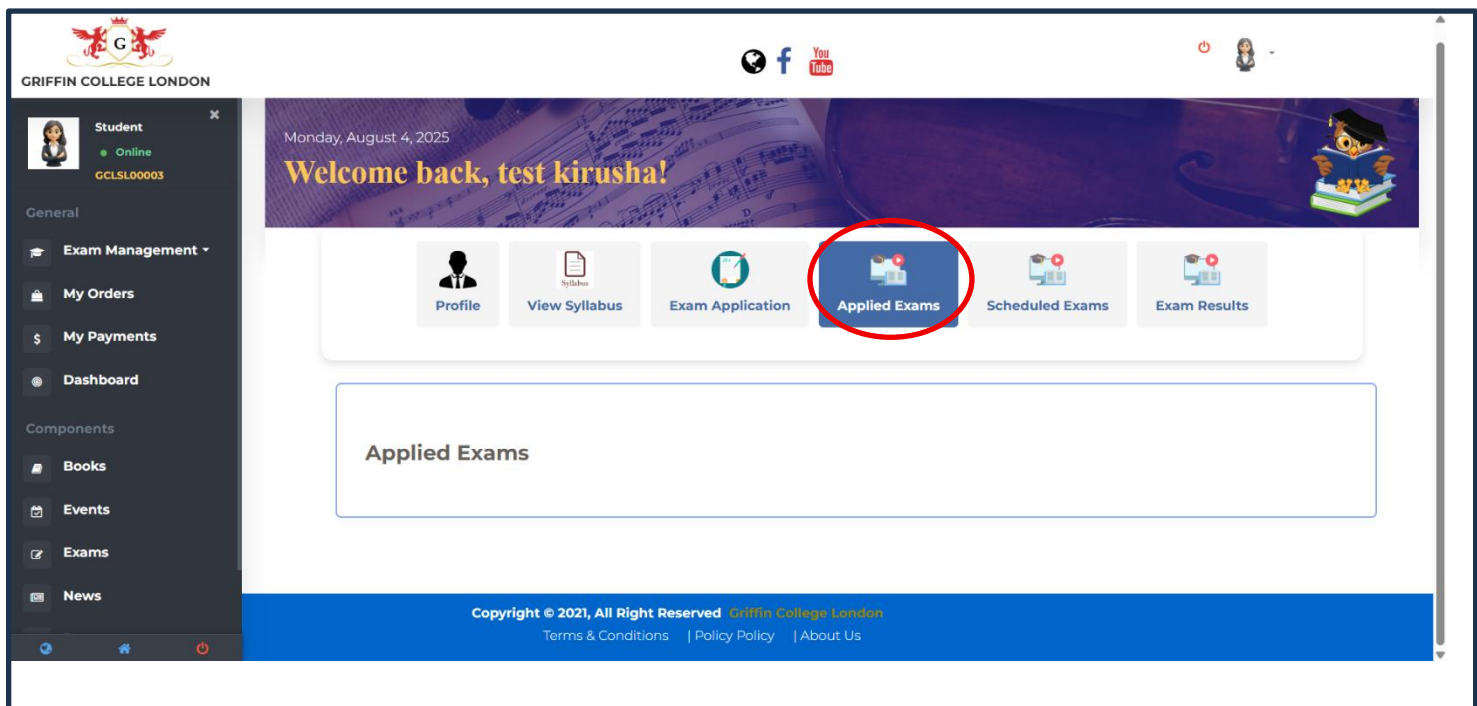"You can return to the previous page from here.
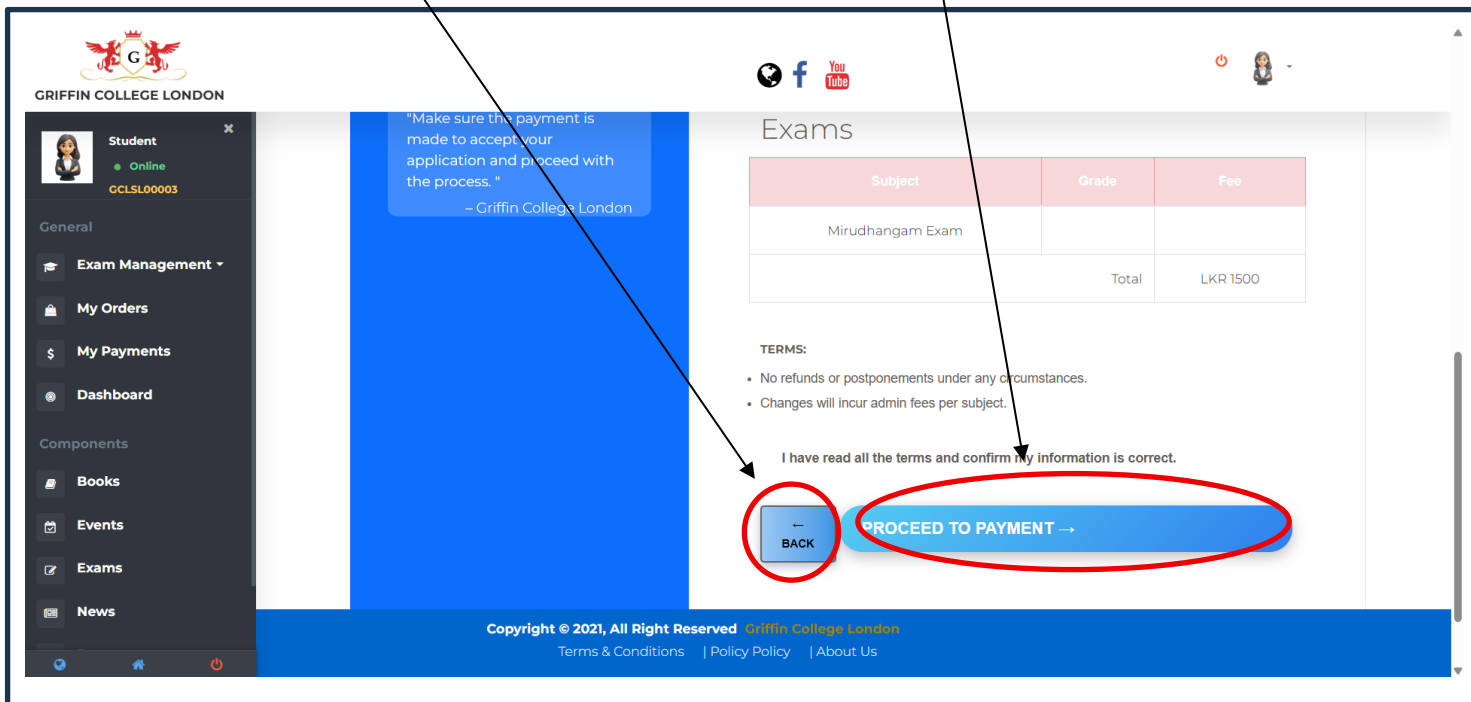
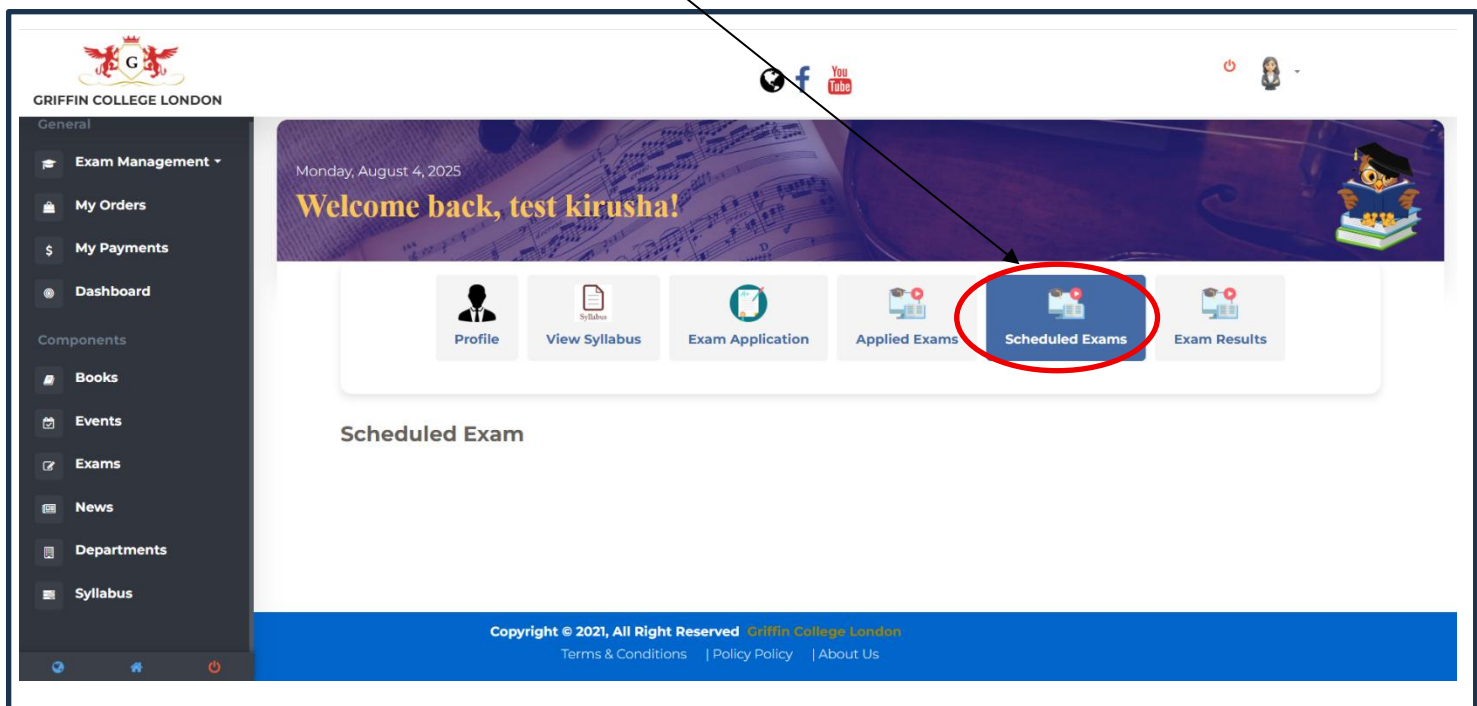4. After the process is finished, this page will appear with a success message.
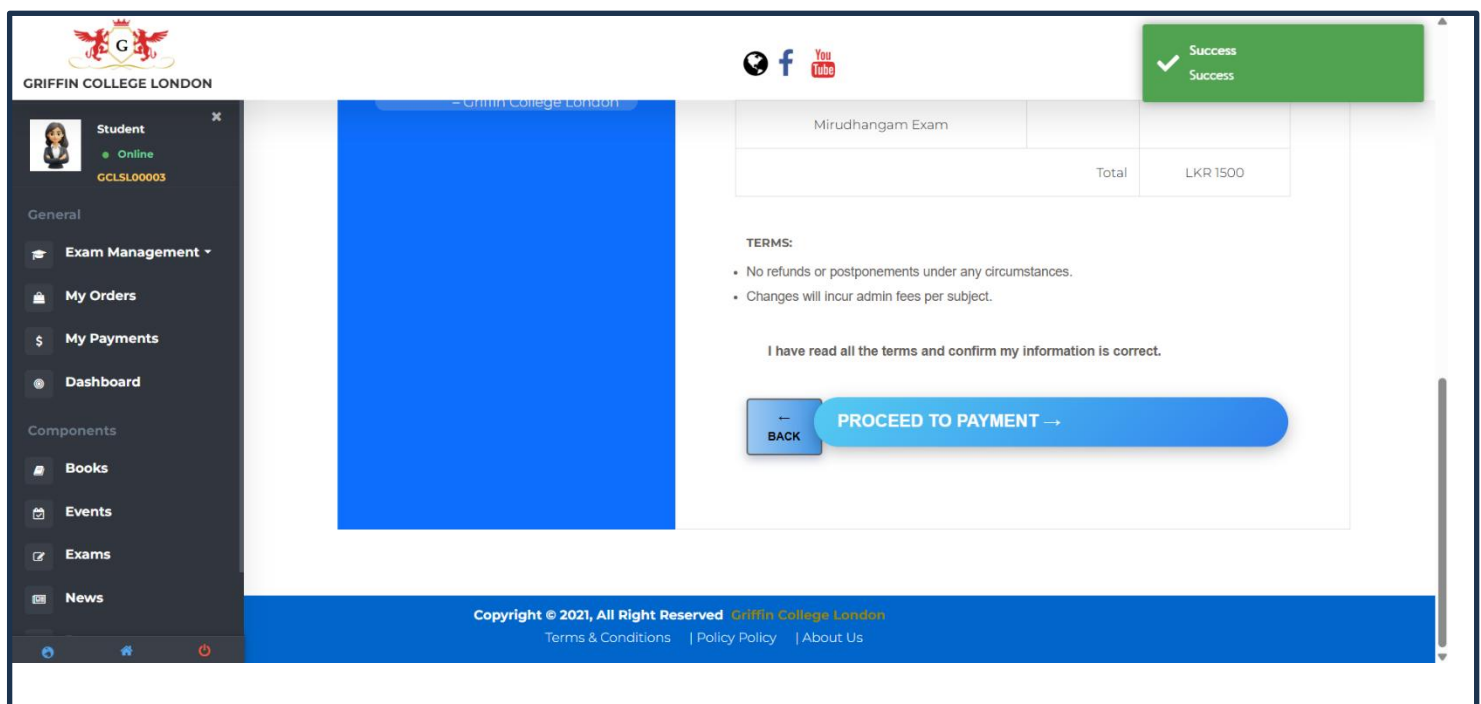
2.1.7 APPLIED EXAMS
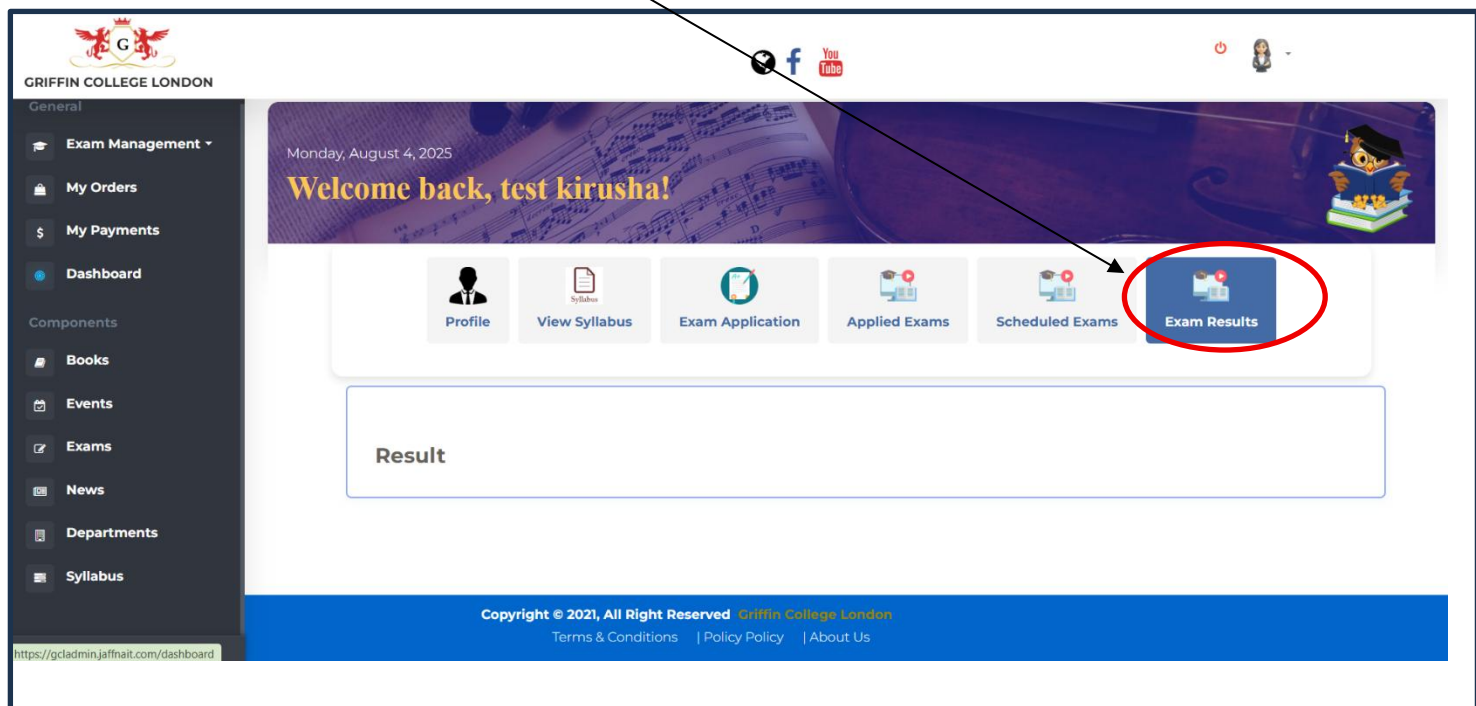
1.You can view your applied examination here.

2.1.8 SCHEDULED EXAMS

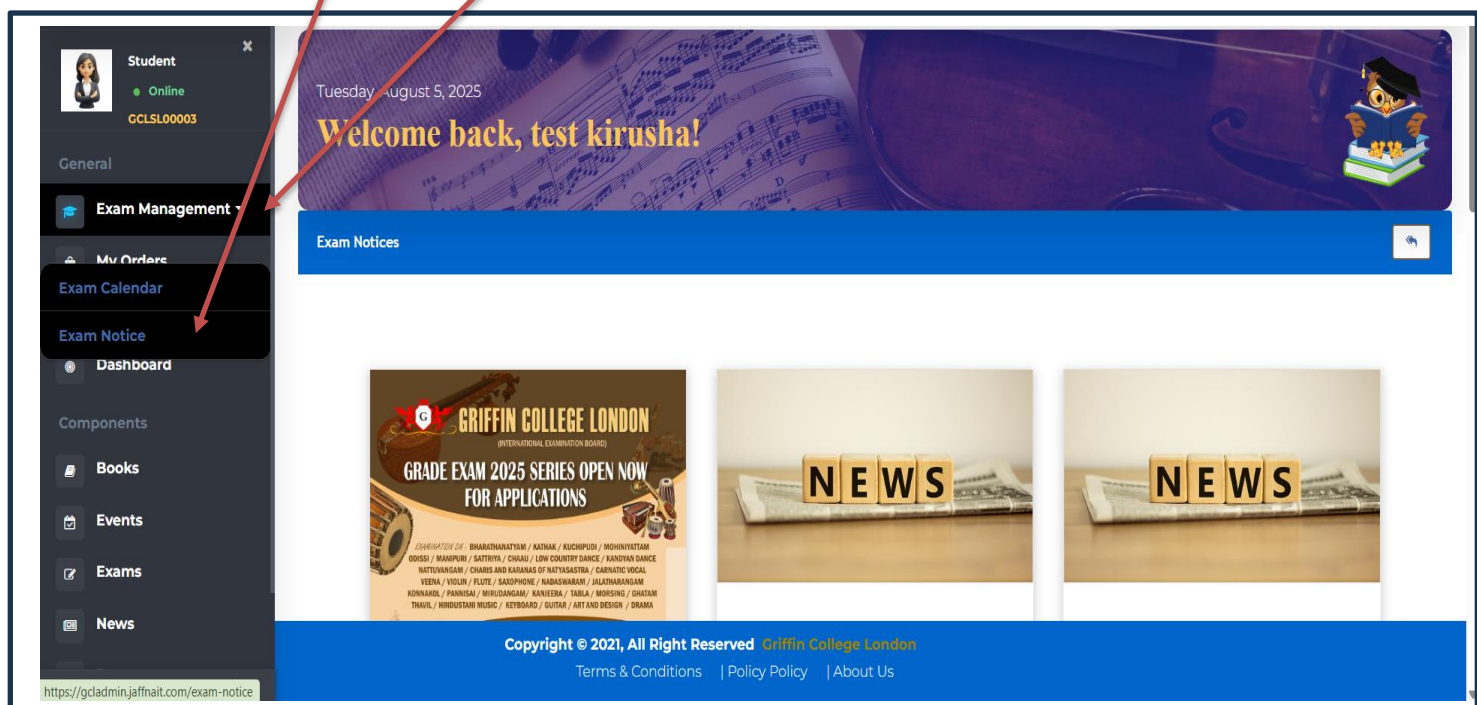1.Select 'scheduled Exam' to view scheduled Exam.

2.1.9 EXAMS RESULTS

1. Select 'Exam Result' to view your results
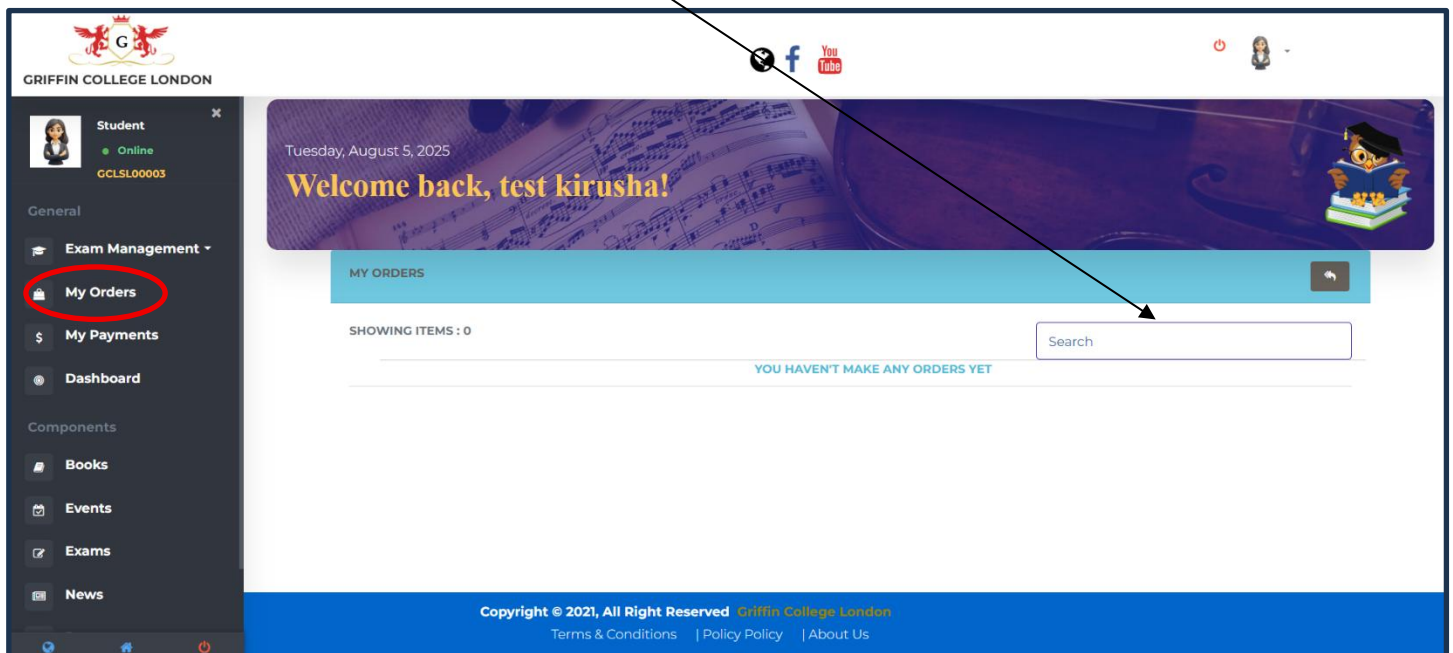

2.1.10 EXAMS NOTICE

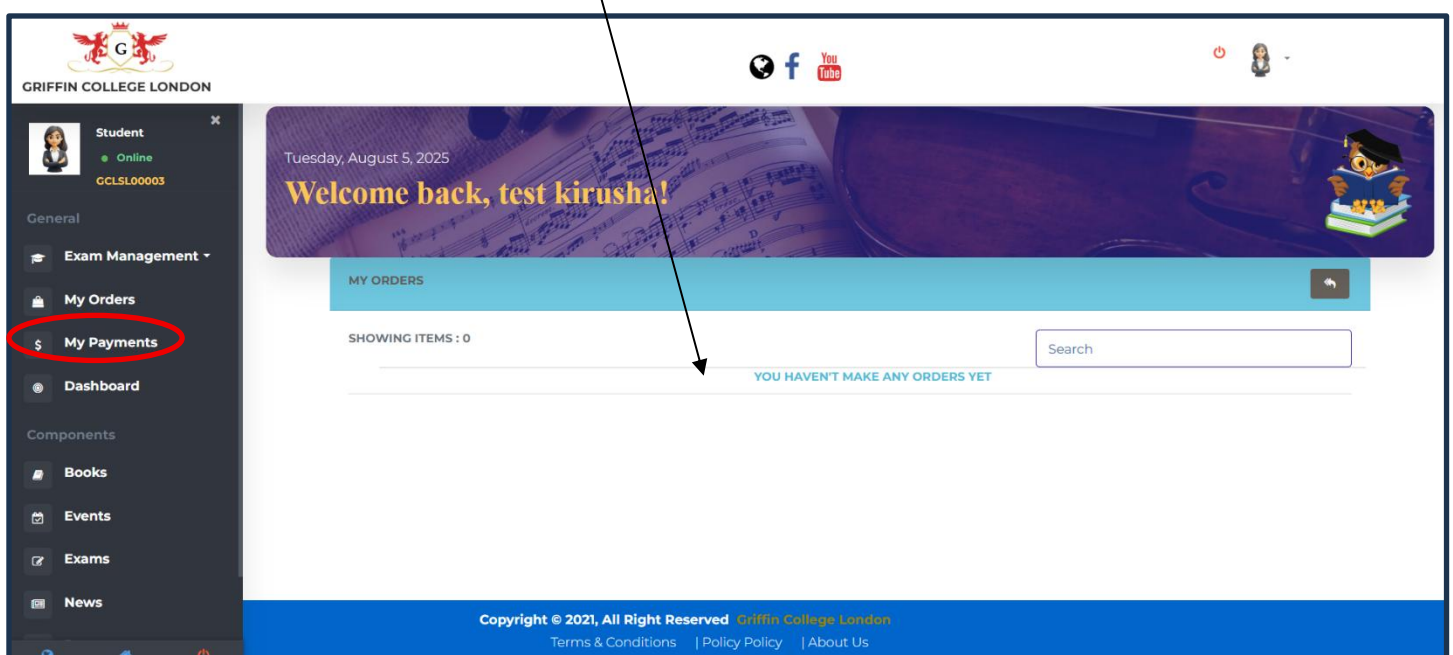1. Click "Exam Management" on the sidebar.
2. Click on "Exam Notice".

2.1.11 ORDER

1.Click "Exam Management" on the sidebar.

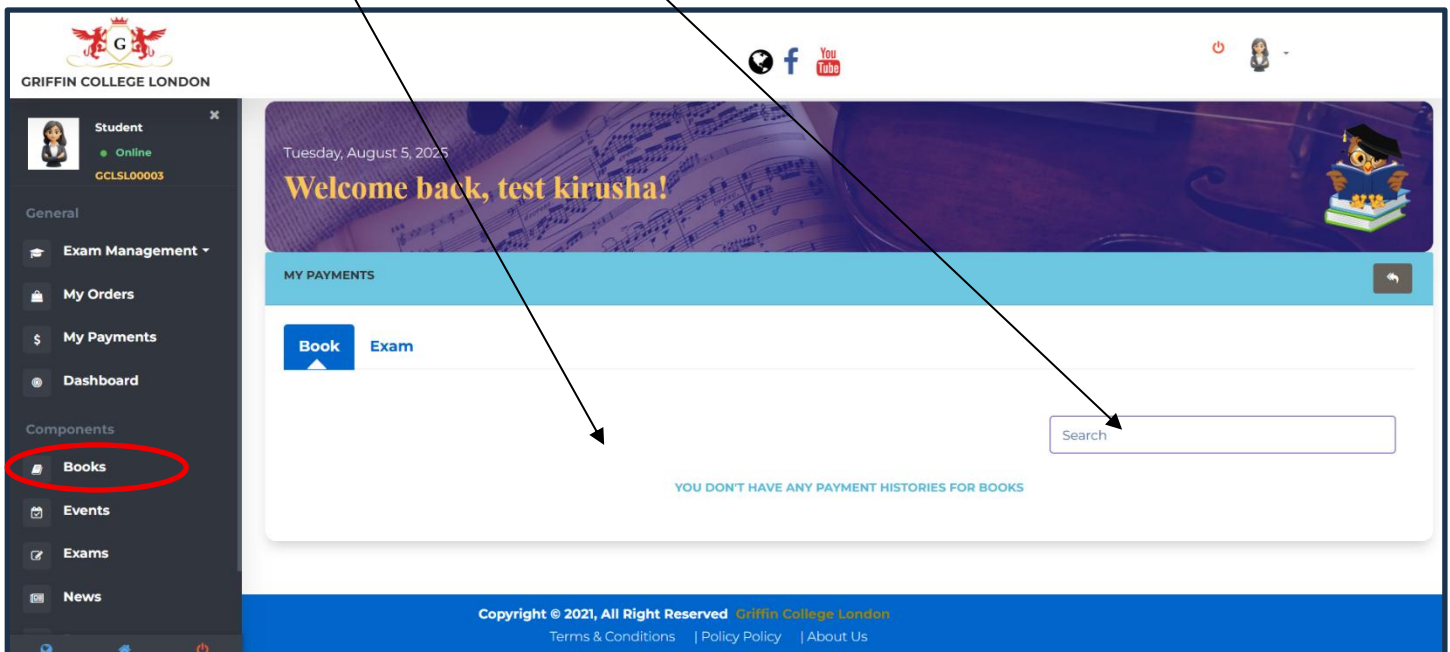2.You can search here to display items.

2.1.12 PAYMENT

1. You can search **payment details** here.
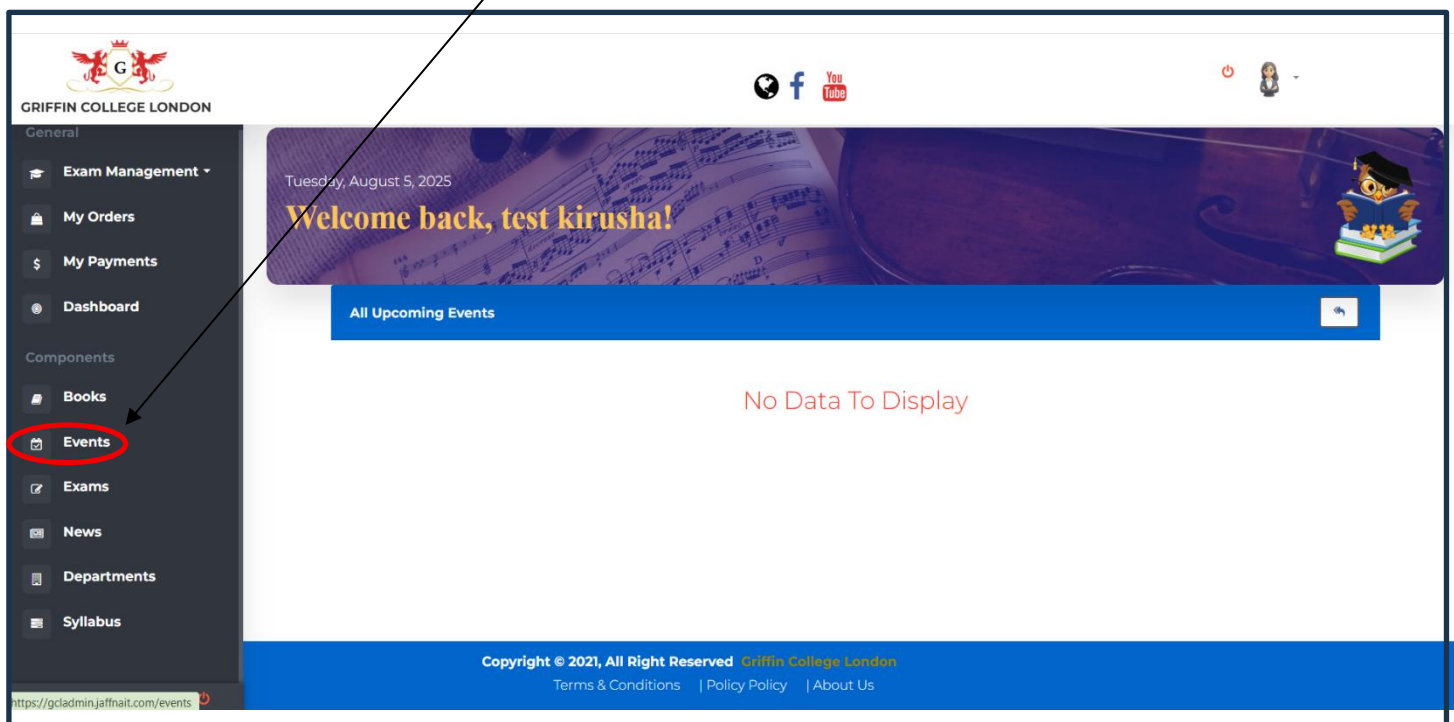2. You can search **payment history** here.

2.1.13 BOOK

1. You can search here.
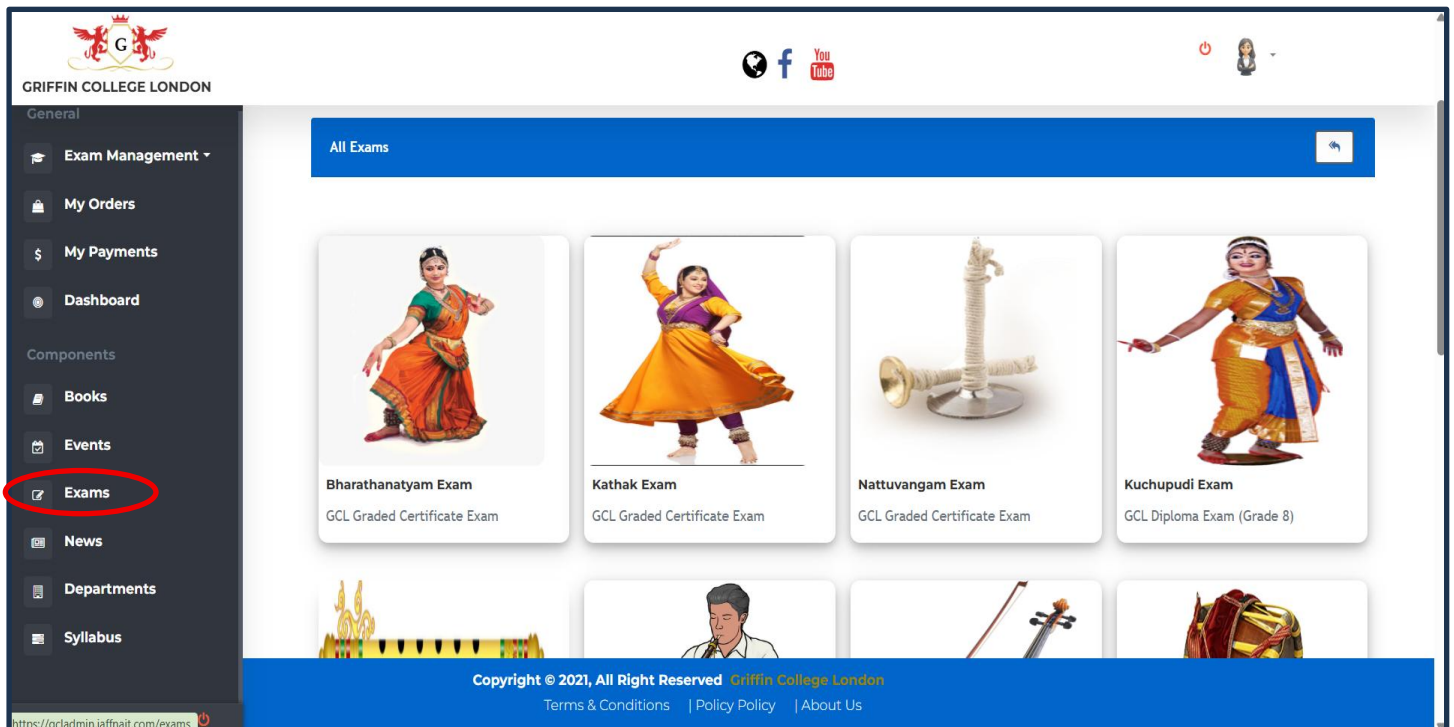2. The total number of books will be shown below.

2.1.14 EVENTS

1. You can search here.

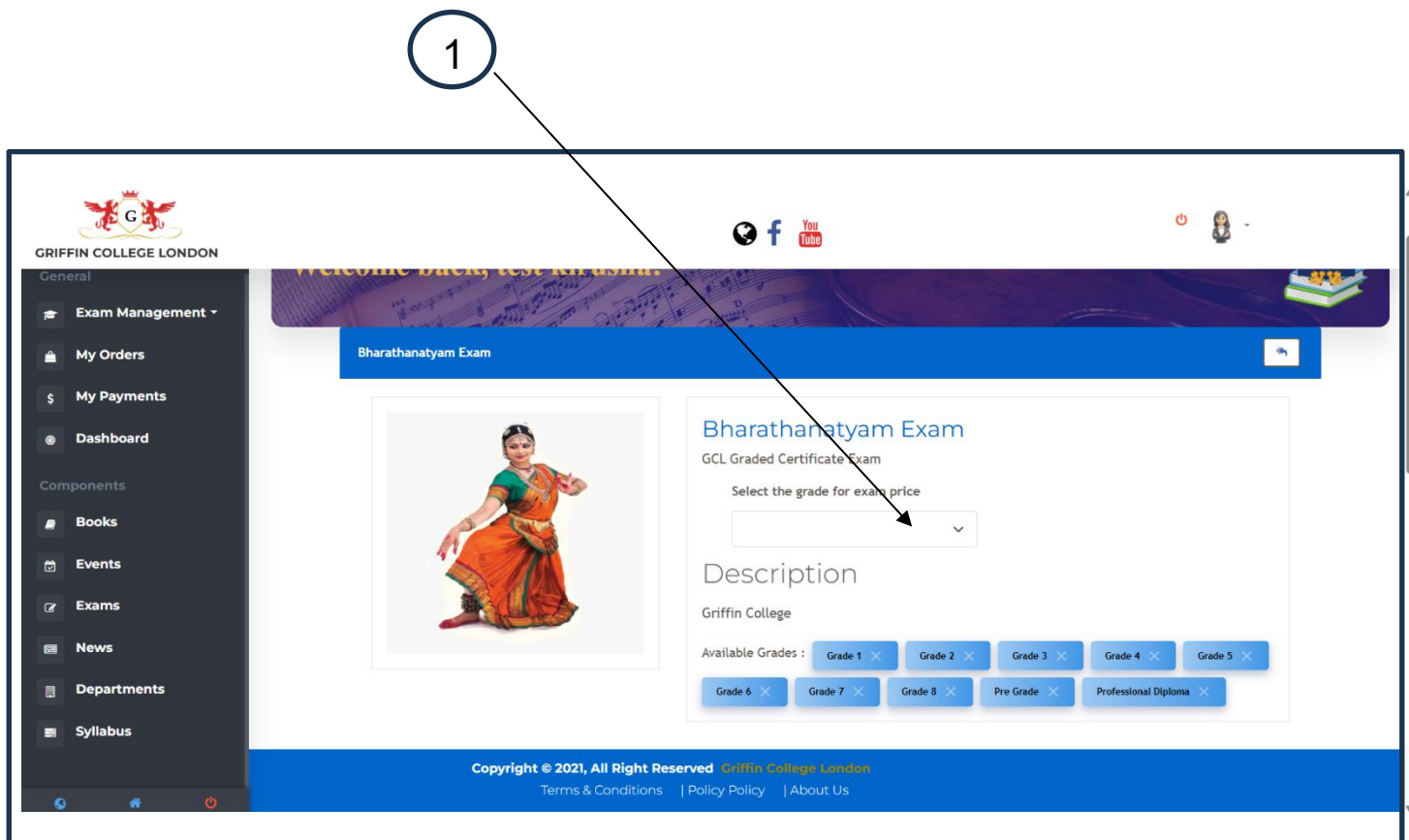2. The total number of books will be shown below.

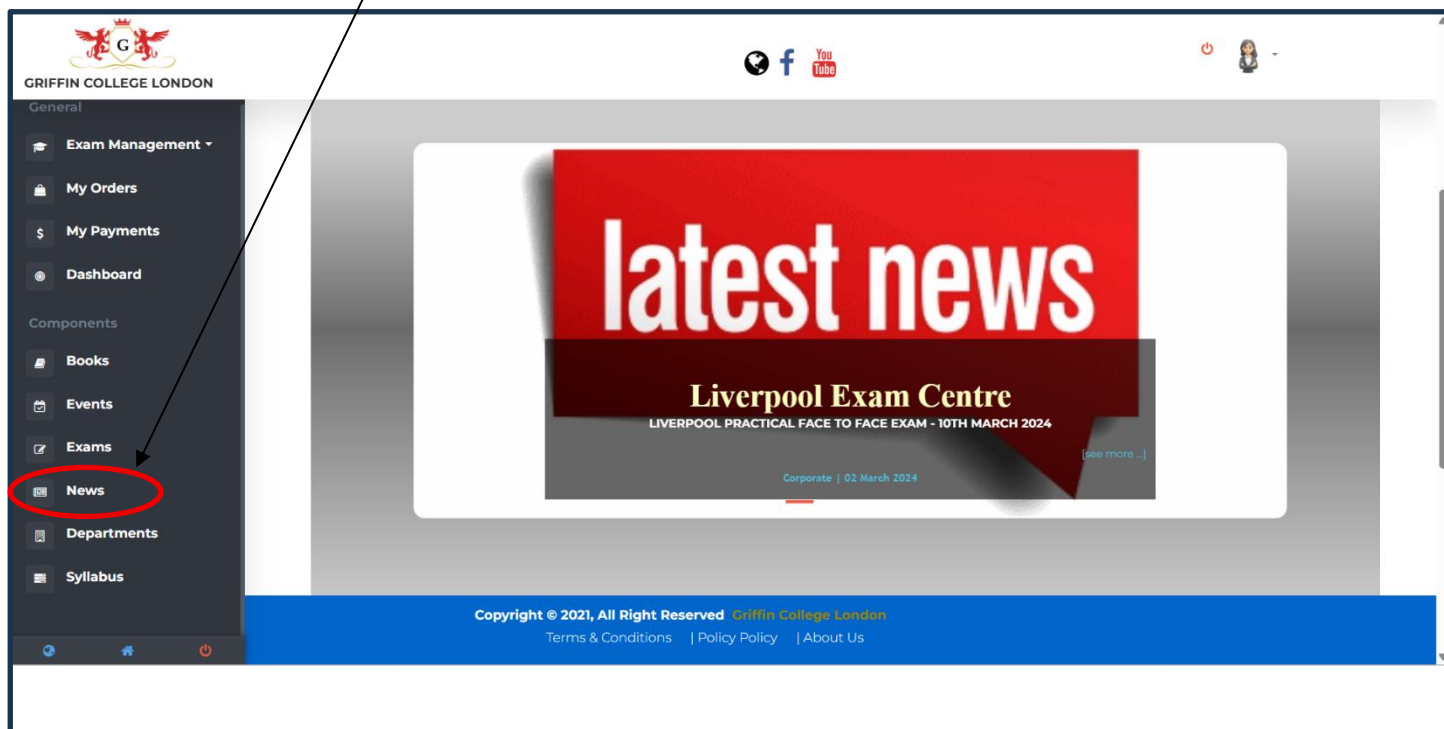1.Click "EXAM" on the sidebar.

2.This page will appear after you click a specific item.

2.1.16 NEWS
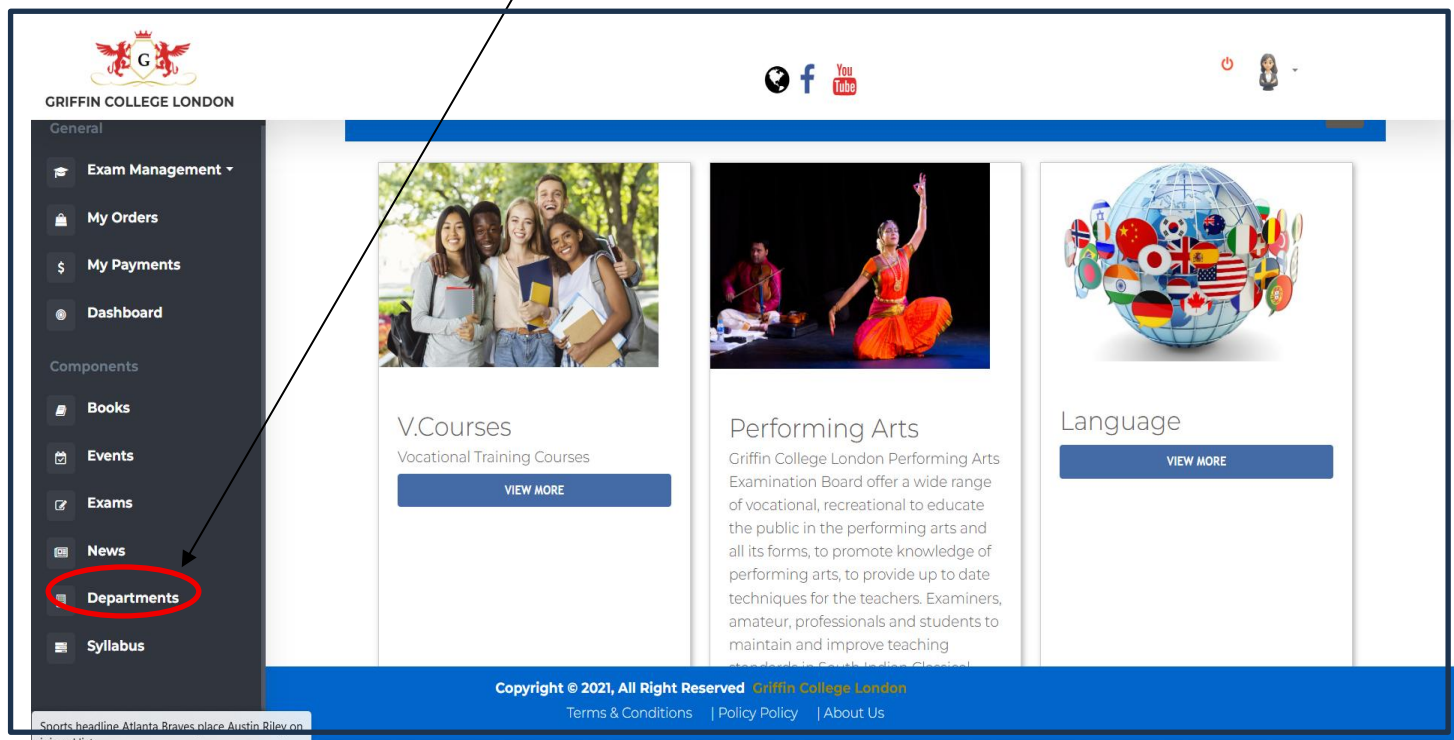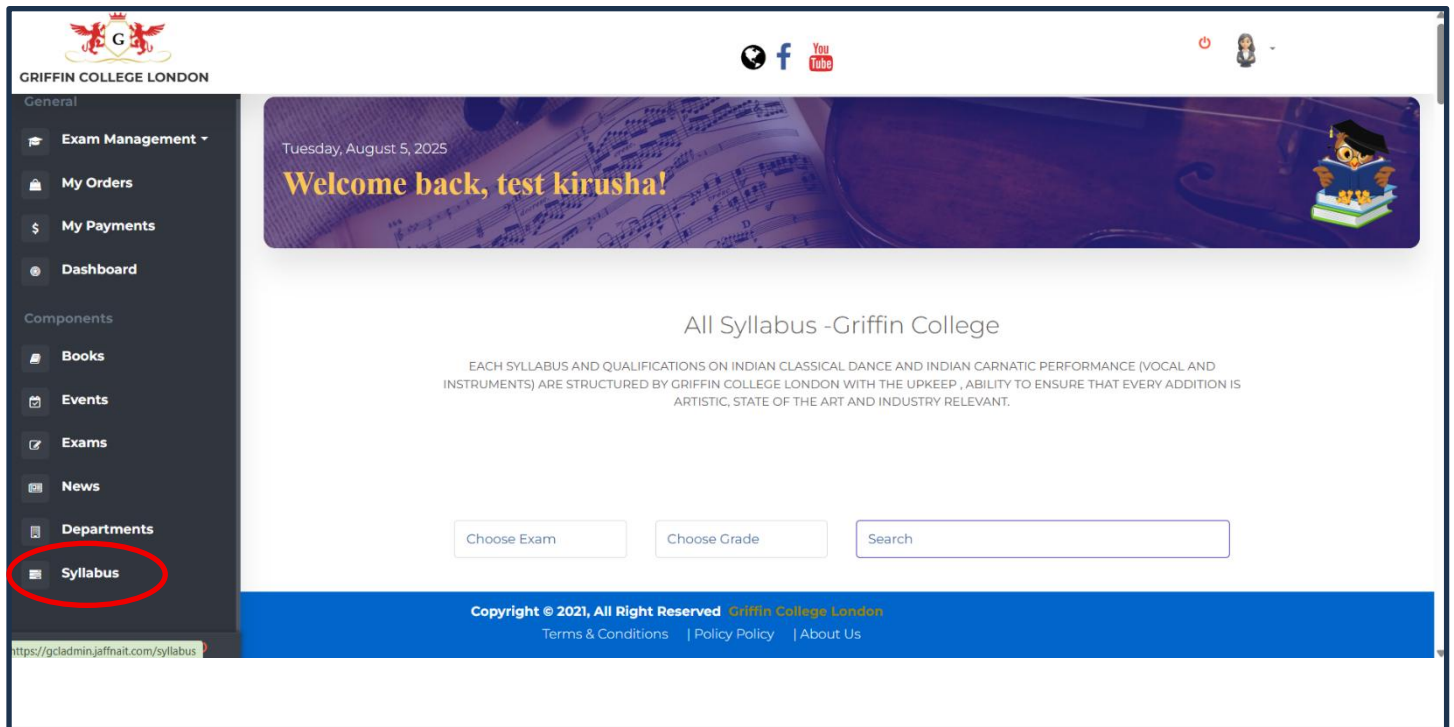
1.Click on "News"

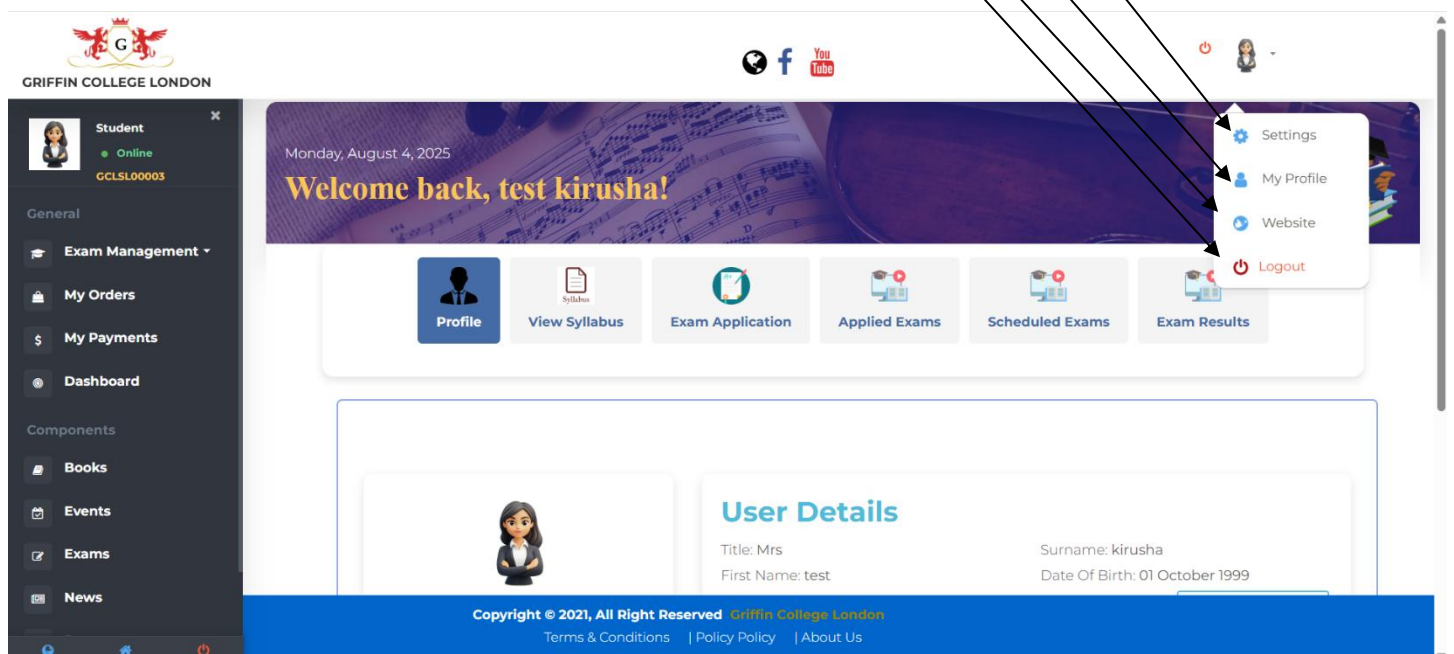## 2.1.17 DEPARTMENTS

1.Click "Department" on side bar

2.1.18 ALL SYLLABUS
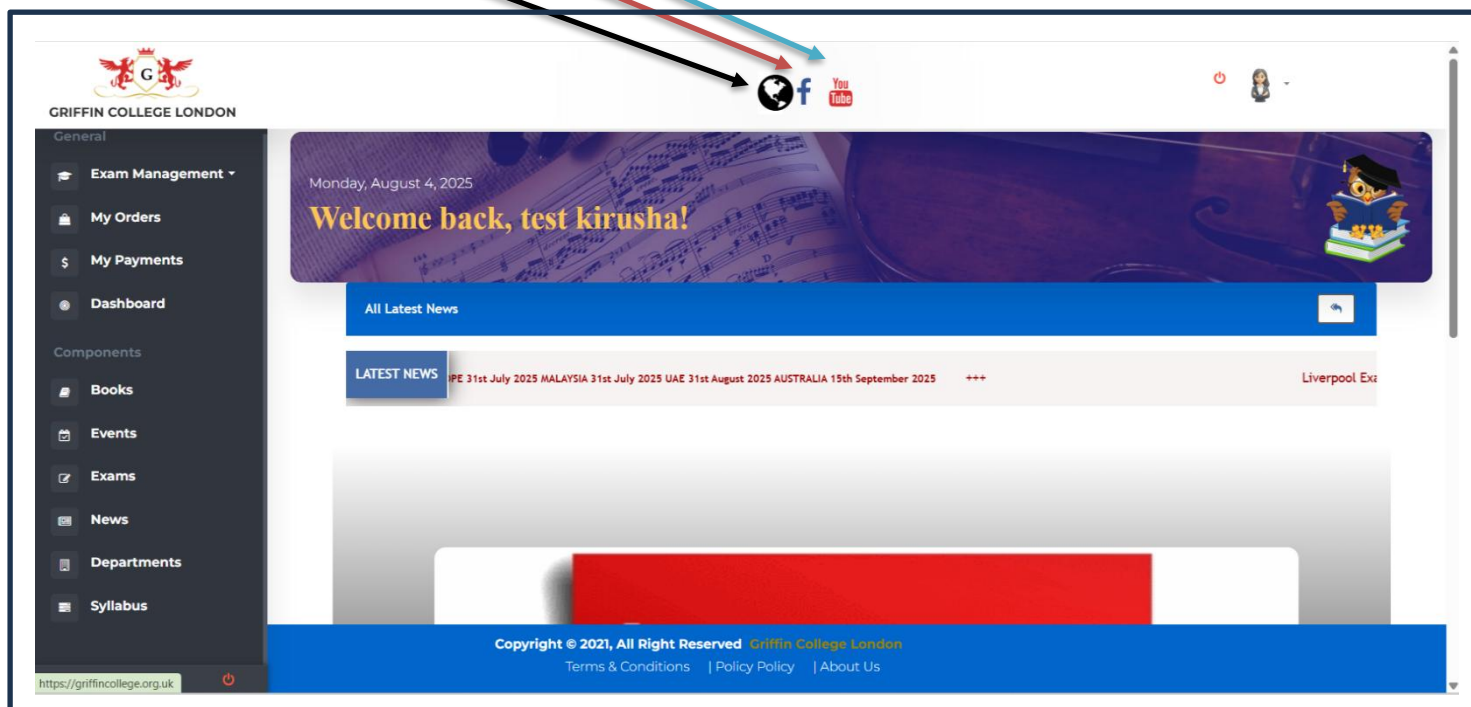
1.Click "syllabus" on side bar

2.1.19 SETTINGS

1 **Click on** " Settings"

2 **Click on** " My Profile"

3 **Click on** "Website"

4 **Click on** "Logout"

2.1.20 TO VISIT THE GRIFFIN COLLEGE LONDON WEBSITE WAYS.
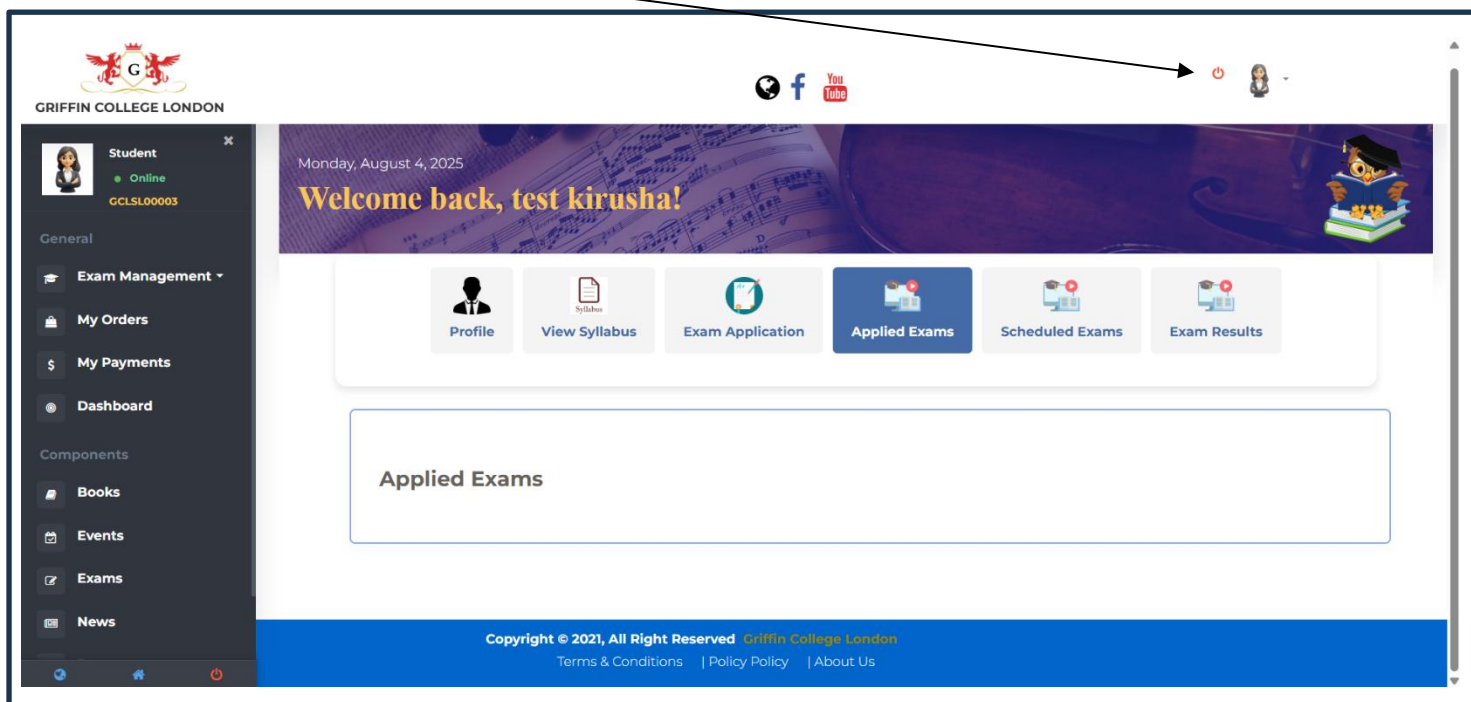
You can access the following platforms from the top menu:
1. YouTube
2. Facebook
3. Official Website: griffincollege.org.uk

2.1.21 LOG OUT

1.click on "Log out" button.

2.1.22 TERM& CONDITION

1.Click on "terms on conditions" 2.policy 3. about us