


How to customize Study Cum Conduct Certificate : studyCumConductCertificate.odt ?

Editing the Study or Conduct Certificate is so easy with School Admin.

An example of Study Certificate generated by School Admin is as shown below

	<p>COLORS HIGH SCHOOL DAIRY COLONY, DELHI</p>
<p><u>STUDY CERTIFICATE</u></p>	
<p>This is to certify that RUHI BALLAH D/o RAMAN BALLAH & ISHITHA IYER studied from I std to X std in our Institution during the year 2006-2007 to 2016-2017 and her Date of birth is 24/11/2000 as per the Institution records.</p>	
<p>During this period her character and conduct was satisfactory.</p>	
<p>The above details are true and correct to the best of my knowledge.</p>	
<p>Signature</p>	

The ODT for Study Cum Conduct Certificate is : [studyCumConductCertificate.odt](#) and it is as shown below.

School Logo Update	\$SCHOOLNAME
	\$SCHOOLADDRESS, \$SCHOOLCITY \$SCHOOLZIP
<u>STUDY CERTIFICATE</u>	
<p>This is to certify that \$firstName \$lastName \$sodo \$fatherName & \$motherName studied from \$joiningGrade std to \$grade std in our Institution during the year \$joiningYear to \$academicYear and \$his/her Date of birth is \$dob as per the Institution records.</p> <p>During this period \$his/her character and conduct was satisfactory.</p> <p>The above details are true and correct to the best of my knowledge.</p>	
<div style="text-align: right;">Signature </div>	

> The variables in Red with the '\$' symbol are not editable.

> They have a pre-defined meaning as they fetch the relevant data from the software to be displayed in the certificate.

> You can use or insert these variables in the relevant places depending on the content you customize in the study certificate.

i To know more on basic steps in customizing reports visit [Customizing Reports](#)

School Logo Update	\$SCHOOLNAME
	\$SCHOOLADDRESS, \$SCHOOLCITY \$SCHOOLZIP
<u>STUDY CERTIFICATE</u>	
<p>This is to certify that \$firstName \$lastName \$sodo \$fatherName & \$motherName studied from \$joiningGrade std to \$grade std in our Institution during the year \$joiningYear to \$academicYear and \$hisher Date of birth is \$dob as per the Institution records.</p> <p>During this period \$hisher character and conduct was satisfactory.</p> <p>The above details are true and correct to the best of my knowledge.</p>	
<div style="text-align: right;">Signature </div>	

[Variables that can be used in the study certificate as shown below.](#)

\$studentNo == Student Number

\$firstName == First Name of student

\$lastName == Last Name of student

\$grade == Class

\$conduct == Character and Conduct

\$academicYear == Academic Year

\$dob == Date of Birth