






Bulk Upload Students


GUIDELINE AND TUTORIAL

Bulk Upload Students

 PandaEducation

 I want to register competition!


 Account Login



PANDA
EDUCATION GROUP
P.E.G

Email Address

Password

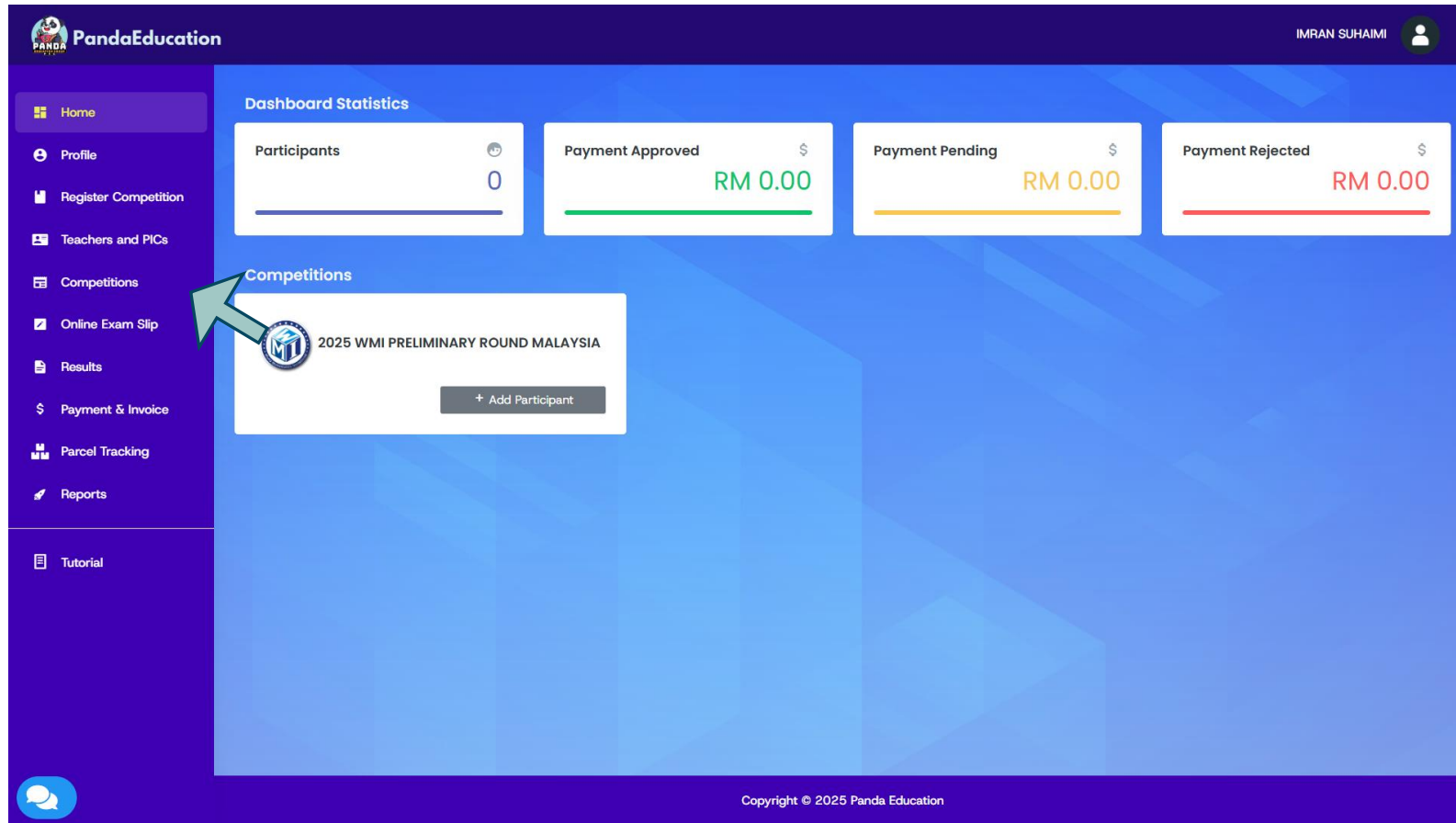


[→ Account Login](#)

[Forgot password](#)

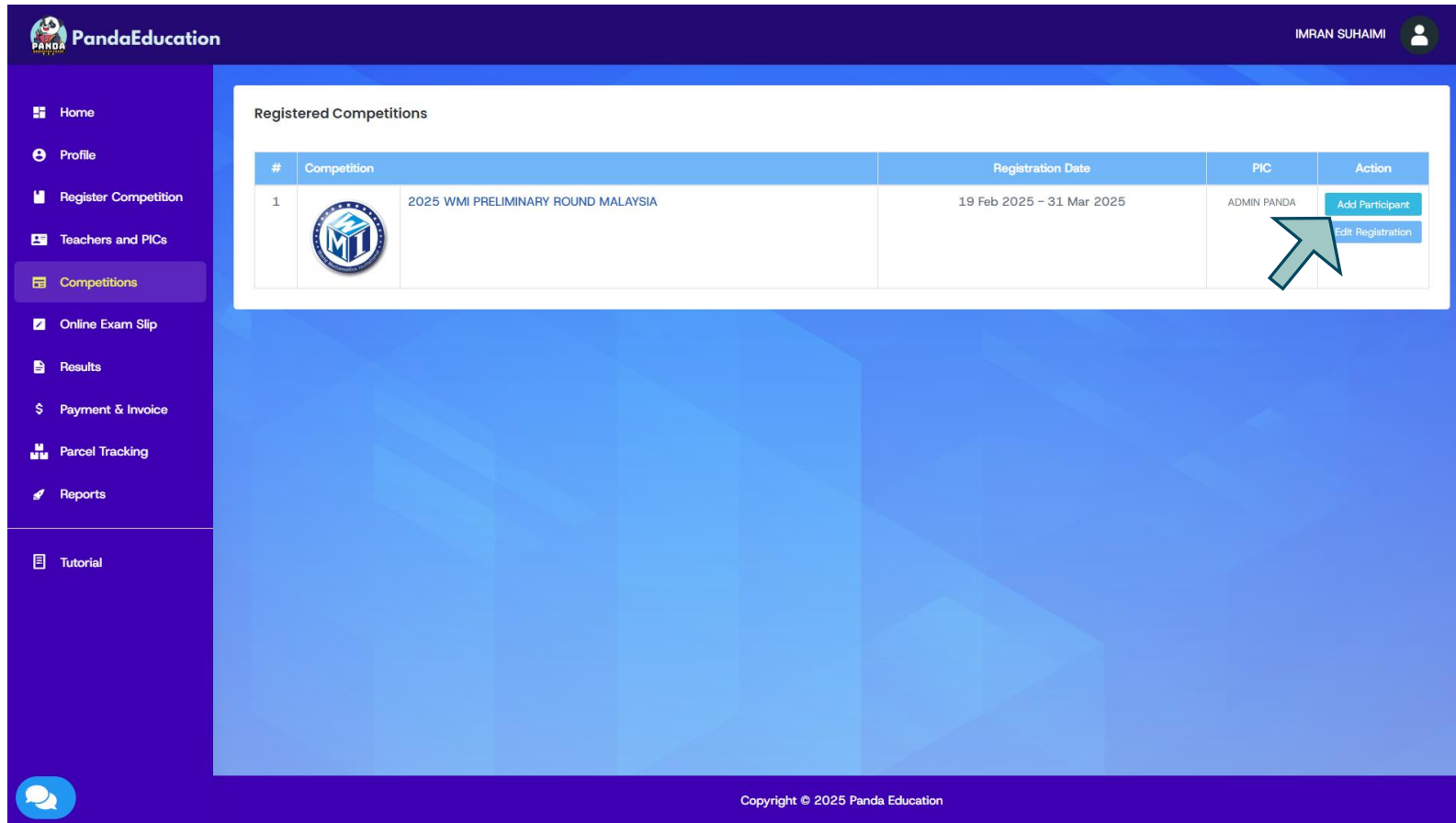
Log in to your account.

Bulk Upload Students




Click 'Competitions' at the sidebar.

Bulk Upload Students



The screenshot shows the PandaEducation dashboard. The top header includes the PandaEducation logo and the user name IMRAN SUHAIMI. The left sidebar contains navigation links: Home, Profile, Register Competition, Teachers and PICs, Competitions (highlighted), Online Exam Slip, Results, Payment & Invoice, Parcel Tracking, Reports, and Tutorial. The main content area displays a table titled 'Registered Competitions'.

#	Competition	Registration Date	PIC	Action
1	 2025 WMI PRELIMINARY ROUND MALAYSIA	19 Feb 2025 - 31 Mar 2025	ADMIN PANDA	Add Participant Edit Registration

A green arrow points to the 'Add Participant' button in the 'Action' column of the first row.

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Click 'Add Participant' for the competition where you want to add participants.

Bulk Upload Students

The screenshot displays the PandaEducation web application interface. The top navigation bar includes the PandaEducation logo and the user name 'IMRAN SUHAIMI'. The left sidebar contains a menu with options: Home, Profile, Register Competition, Teachers and PICs, Competitions (highlighted), Online Exam Slip, Results, Payment & Invoice, Parcel Tracking, Reports, and Tutorial. The main content area is titled '2025 WMI PRELIMINARY ROUND MALAYSIA' and 'List of Participants'. It features a competition date range of '16 April 2025 - 19 April 2025' and two buttons: 'Bulk Upload' and 'Add Participant'. A green arrow points to the 'Bulk Upload' button. Below the buttons is a table with columns: #, Name, School Name (to be printed), Grade, NRIC/Passport, Category, Status, and Actions. The table currently shows 'No records found!'. At the bottom right of the table area are buttons for 'Extract Report' and 'Proceed to Payment >'. The footer includes a chat icon and the copyright notice 'Copyright © 2025 Panda Education'.

PandaEducation

IMRAN SUHAIMI

2025 WMI PRELIMINARY ROUND MALAYSIA

List of Participants

Competition Date: 16 April 2025 - 19 April 2025

Bulk Upload Add Participant

Search participants...

#	Name	School Name (to be printed)	Grade	NRIC/Passport	Category	Status	Actions
No records found!							

Extract Report Proceed to Payment >

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Click 'Bulk Upload'.

Bulk Upload Students

PandaEducation IMRAN SUHAIMI

Add Participant - Bulk Upload

Step 1

To upload in bulk, please download the file and complete it with students' details. After filling it in, re-upload the file (repeat step 2). Not following the specified format may result in errors when the system reads the provided data.

For grade and year, please follow the academic year.

[Download Format](#)

Step 2

Upload the completed file.

* Your file must be in Microsoft Excel. WPS Office Spreadsheet is not supported.

[Choose File](#) No file chosen

[Cancel](#) [Upload](#)

2025 WMI PRELIM
List of Participants

Competition Date

[Bulk Upload](#)

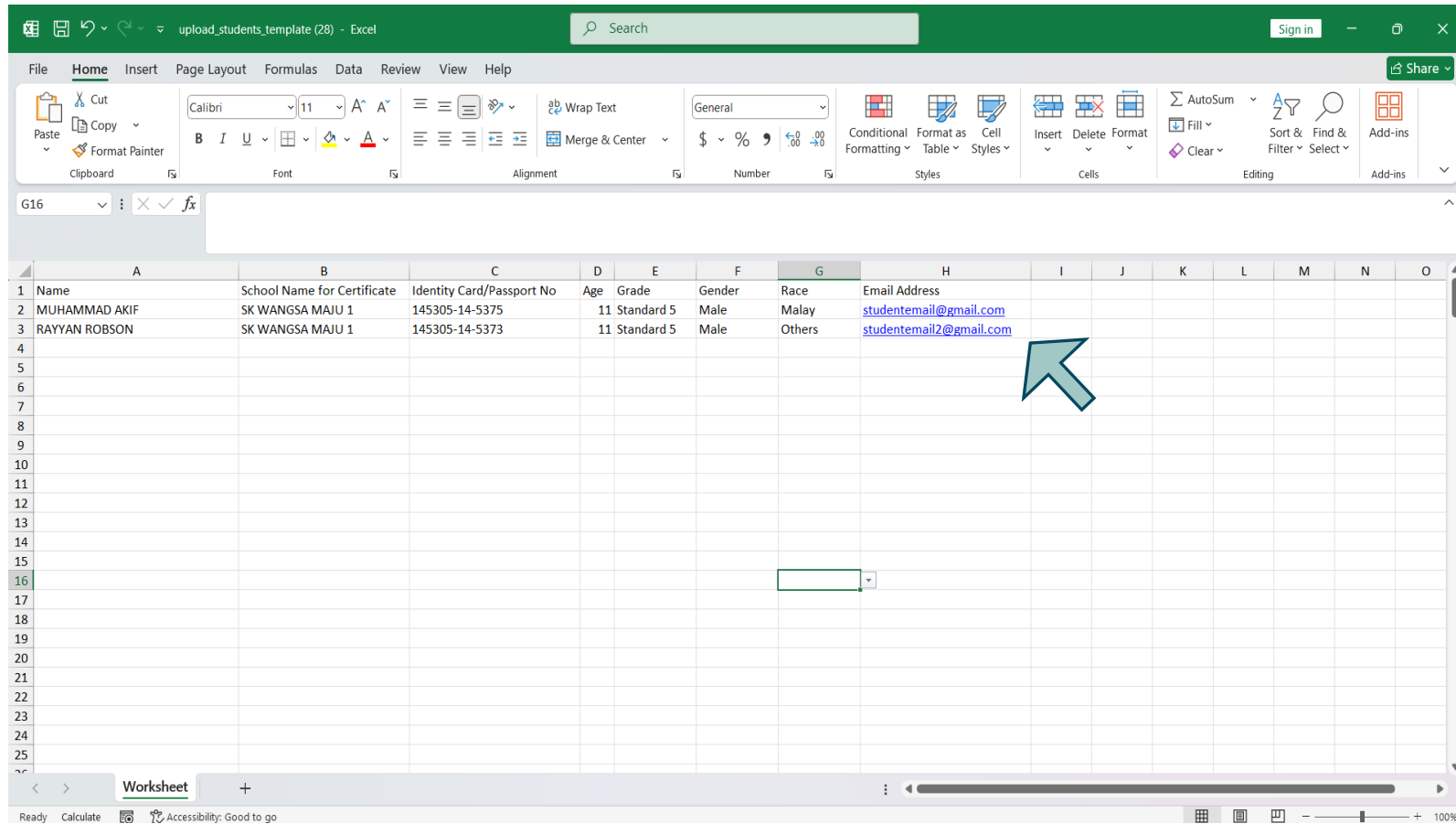
#	Name	Category	Status	Actions
No records found!				

[Extract Report](#) [Proceed to Payment >](#)

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Click 'Download Format' to download the Excel template for adding students.

Bulk Upload Students



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Name	School Name for Certificate	Identity Card/Passport No	Age	Grade	Gender	Race	Email Address							
2	MUHAMMAD AKIF	SK WANGSA MAJU 1	145305-14-5375	11	Standard 5	Male	Malay	studentemail@gmail.com							
3	RAYYAN ROBSON	SK WANGSA MAJU 1	145305-14-5373	11	Standard 5	Male	Others	studentemail2@gmail.com							
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
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17															
18															
19															
20															
21															
22															
23															
24															
25															
26															

Fill in all student details. Each row represents a single student. Save your file.

Bulk Upload Students

PandaEducation

IMRAN SUHAIMI

Add Participant - Bulk Upload

Step 1

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For grade and year, please follow the academic year.

[Download Format](#)

Step 2

Upload the completed file.

* Your file must be in Microsoft Excel. WPS Office Spreadsheet is not supported.

Choose File upload_student_mplate (28).xlsx

[Cancel](#) [Upload](#)

2025 WMI PRELIM

List of Participants

Competition Date

[Bulk Upload](#)


#	Name	Category	Status	Actions
No records found!				

[Extract Report](#) [Proceed to Payment >](#)

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Choose the completed Excel template file and then click 'Upload'

Bulk Upload Students

 PandaEducation

Home

Profile

Register Competition

Teachers and PICs

Competitions

Online Exam Slip


Results


Payment & Invoice

Parcel Tracking

Reports

Tutorial




IMRAN SUHAIMI

2 students successfully added.

2025 WMI PRELIMINARY ROUND MALAYSIA


List of Participants



Competition Date: 16 April 2025 - 19 April 2025

Bulk Upload

Add Participant

Search participants...

<input type="checkbox"/>	#	Name	School Name (to be printed)	Grade	NRIC/Passport	Category	Status	Actions
<input type="checkbox"/>	1	MUHAMMAD AKIF	SK WANGSA MAJU 1	Standard 5	145305-14-5375	PRIMARY	<div>Invoiced</div>	<div>Edit</div> <div>Delete</div>
<input type="checkbox"/>	2	RAYYAN ROBSON	SK WANGSA MAJU 1	Standard 5	145305-14-5373	PRIMARY	<div>Invoiced</div>	<div>Edit</div> <div>Delete</div>

Extract Report

Proceed to Payment >

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Your bulk upload of students can be viewed on this page.