



# Institution Automation System

## Major Modules & Key features

### A. Students Information

- Students enquiry detail & Student Registration Details
- Number of students enrolled for demo classes
- Student complete registration & personal detail with photograph (all who enrolled)
- List of all students who were not enrolled with reason
- Daily attendance of students through Bio-matric (using card system)
- Batch wise/class wise attendance register
- Individual student login system where student can view all current activities of Institute.
- Message alert can be sent to all absent students at time
- Students can be searched out using various options like ID Number, Name, Fathers Name, Class and school etc. (*For quick search barcode or QR code can be used*)
- Birthday reminder of the students
- Students ID Cards with QR/Bar code for quick search
- Message alert system can be used as per required for giving information to students.

### B. Fee Collection Module

- Daily/Monthly Fee collection entry (offline/online)
- Scholarship details given to the student according to Institute
- Daily or Monthly defaulters list, it can be categorized by Class or school.
- Alert message send to all defaulter students
- Splash Screen showing daily defaulter list when system is on.
- If student fee is delayed than it should automatically transfer to the particular scheme.

### C. Test Series Details

- Student wise marks scored in a test
- Printing of Mark sheet class wise
- Individual mark sheet as per format
- View Class wise topper or subject wise



## **D. Library Management System**

- Book Detail entry
- Educational CDs Detail entry
- All Paid members details
- Book Issue and Return details (only for paid members)
- Issue Register
- Splash screen to view books which going to return today
- Searching Book by Title, Author, ISBN, Code Number etc.
- Late fine calculation

## **E. Staff Details**

- Complete Staff detail personal and educational can be record along with photograph.
- Staff Documents like ID Prof, Certificates can scanned and load along with their database.
- All staff details can be view category wise like Teaching & Non- Teaching staff
- Staff attendance through Bio-Matric using thumb impression
- Staff Salary calculation and generating payment receipt.
- Attendance Register of staff according to bio-matric
- Message alert can be given to staff when required

## **F. Accounts Details**

- Creating major A/c heads
- Creating sub heads as per required
- Daily expenses entry head wise
- Monthly/yearly Receipt and expenses report
- Profit and Loss Report

## **G. Administrative Panel**

- Making users
- Making / Changing course details, fee and duration
- Making change in the scholarship, students fee, staff salary and other rules and regulation as per.
- Viewing users login and logout details
- Changing password
- Through Admin log in complete information can be viewed on a figure tip.

## **H. Utilities**



- Database backup facility in case of system crash
- Database can be easily backed up in pen drive, CD or external drives
- Calculator
- Printing blank Letter pad
- Help about the software which will include proper guideline how to operate the system.

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