# Annexure-1

College Management System Requirements

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# Introduction

The College Management System has the following stakeholders:

- 1. Directorate of Higher and Technical Education
- 2. Principal
- 3. Head of Departments
- 4. Teaching Faculty
- 5. Retired Faculty
- 6. Students
- 7. Parents
- 8. Nodal Officers of Colleges
- 9. Examination Cell
- 10. Training and Placement Cell
- 11. Industry
- 12. Alumni
- 13. Expert Module for Subjects

An internal communication system, and login facility, has to be incorporated for all the stakeholders. The reports generated should have a print, and export to Word/Excel/Pdf facility available for all the stake holders. Apart from the reports that have already been specified, and when the Directorate requires a reporting system, the same will have to be added from time to time following the report system that has been prepared for Principal/Faculty/Students.

Faculty Module

## FACULTY

	lemic Calendar cum Daily Planner	2.	Subject Allocation
	Jpdate Calendar		
	table	~	
4. Prof		5.	Request for Free/Released
	<u>PersonalDetails</u>		periods or class beyond
	EducationalDetails		working hours/holidays
	Experience		5.1 <u>Allotment of</u>
	.3.1 <u>Academic Experience</u>		Free/Released period
	.3.2 <u>AdministrativeExperience</u>		5.2 <u>Allotment of Class</u>
	.3.3 Industry Experience		beyond working hours
	Research		5.3 <u>Release of regular period</u>
	.4.1 <u>Projects</u>		
	.4.2 <u>Guidance</u>		
	.4.3 <u>Patents</u>		
	Publications		
	.5.1 Papers		
	.5.2 Books		
	.5.3 <u>Chapters in Books</u>		
	.5.4 <u>Articles</u>		
	.5.5 <u>Reviews</u>		
	nvited Lectures / Papers Presented		
	Ionours, Awards and Fellowships		
	<u>Aemberships</u>		
4.9	raining Programs Attended		
6 App	y Permission for Academic, Co-	7	Record of Daily Teaching
• •	icular, Extra-Curricular or Non-	/.	works / Activities
	lemic Activities		7.1 <u>Teaching Plan</u>
	Permission for Remedial Class		7.2 Class Attendance
	Permission for Career Counselling		7.3 Record of Classes Taken
	Permission forStudy Visits		7.4 Revise / Modify / Update
	ermission for Seminars / Workshops		Class Attendance
-	Permission for Sports Activities		
-	Permission for Cultural Activities		
	Permission for NCC Activities		
	Permission for NSS Activities		
	rd of Other works / Activities	9.	Record of Exam Related
8.1	Remedial Classes		Activities
8.2	Career Counselling		9.1 Question Paper Setting
	tudy Visits		9.2 Invigilation
	eminar / Workshops		9.3 Evaluation
	ports Activities		9.4 Practical / Viva
	Cultural Activities		9.5 Continuous Internal
	ICC Activities		Assessment
	<b>ISSActivities</b>		
-	rd of Assigned Tasks and Their	11	Record of meetings
Prog	1035		

12. <u>Preparation / Updating/ Posting of</u> Teaching Material / Content	13. <u>Mentor System</u>
	14. Leave Management 14.1 <u>Apply leave / cancel</u> <u>leave / joining report</u> 14.2 <u>Apply permission to</u> <u>leave campus / cancel</u> <u>permission to leave</u> campus
15. Dashboard 15.1 Upcoming Events 15.2 Status Tracker	
16. Question Paper         18. <u>Important Links</u>	17. Live Class Room Link           19.Online Exam

		D	ISPLAY PA	NEL (upda	te calendar)		
	<< < >			1gust 2020			eek Day
	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	26	27	28	29	30	31	1
	2	3	4	5	6	7	8
	9	10	11		13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31	1	2	3	4	5

#### Home/stakeholders/faculty/update calendar

- 1. When any date is clicked, it will open event input form
- 2. Background colour and their meaning:
  - 1. Blue: Instructional day
  - 2. Green: Non-Instructional day
  - 3. Red: Public holiday
  - 4. Orange: Vacation
- 3. Each coloured strip represents a type of event

# EVENT INPUT FORM for DISPLAY PANEL (update calendar)

Type of the Event :select	
Event Title:	Select Colour: (colour picker)
From: Click here to enter a date.	To:Click here to enter a date.
Radio buttons for public / private	
	SAVE
Instructions:	

Instructions:

1. Event title and select colour are enabled only when type of the event is others.

2. Default radio button is private.

3. Public events are only propagated

#### Home/stakeholders/faculty/subject allocation

DISPLAY PANEL (subjectallocation)								
Academic year: select			Semester	: select				
	S.	Subject	Subject	Hours per				
	No. Code			week				
The subjects allotted to the	e facult	ty during the c	urrent sem	ester are display	yed by default.			

# Home/stakeholders/faculty/time table

	DISPLAY PANEL(Time table)							
Academic Ye	ar: select		Semester: select					
	1	2	3	4	5	6	7	
Monday	Batch code Subject name Roomnumber	Batch code Subject name Room number			Batch code Subject name Room number	Batch code Subject name Room number		
Tuesday	Batch code Subject name Room number					Batch code Subject name Room number		
Wednesda	y Batch code Subject name Room number		Batch code Subject name Room number	Batch code Subject name Room number		Batch code Subject name Room number		
Thursday	Batch code Subject name Room number	Batch code Subject name Room number			Batch code Subject name Room number	Batch code Subject name Room number		
Friday			Batch code Subject name Room number	Batch code Subject name Room number				

Home/stakeholders/faculty/profile/personal details

INPUT cum EDIT P	ANEL(personal details)							
Faculty Code: (auto fetch)								
Title :select	Name:(in caps)							
<b>DOB:</b> Click here to enter a date.	Gender :select							
Mobile No:	Phone No:							
email:	Residential address:							
Community :select	Religion :select							
Blood group :select	Mother Tongue:							
Aadhar:	PAN:							
PWD :select	Marital status :select							
Spouse Name:	Spouse       Employment       Details:							
Number of								
Name of child	DOB of child: Click here to enter a date.							
	SAVE							
Depending on the number of children, p and dob details.	Depending on the number of children, provision to be made for entering their name and dob details.							

+home/stakeholders/faculty/profile/educational details

LIST PANEL (educational details)										
Qualification / Name of the degree	Specialization	Name of the University /Board	Month	Year	percentage	Grade	Distinctions	List of uploaded documents with link	Status	Actions
										EDIT DELETE
ADD										

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR ADD AND EDIT IN LI	INPUT FORM FOR ADD AND EDIT IN LIST PANEL (educational details)						
Qualification / Name of the degree : select	Specialization:						
Name of the University / Board : select							
Month: select	Year: select						
Percentage:	Grade: select						
Distinctions:							
UPLOAD upload supporting documents, if any							
SAVE	SUBMIT						

LIST PANEL (qualifying exams)								
Name of the Conducting body Month Year Marks scored	Total marks Percentage /Percentile Grade	List of uploadeddocume       Status						
		EDIT DELETE						

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR A	INPUT FORM FOR ADD AND EDIT IN LIST PANEL (qualifying exams)					
Name of the		Conducting body:				
examination:						
Month: select		Year: select				
Marks scored:		Total Marks:				
Grade: select		Percentage /				
		Percentile:				
UPLOAD upload sup	UPLOAD upload supporting documents, if any					
	SAVE SUBMIT					

+home/stakeholders/faculty/profile/experience/academic

LIST PANEL (academic)											
				Dura	ation	Experience			×		Actions
Organization Designation Affiliating Ilniversity / Board India / Abroad	ö	From	To	Years	Months	Days	List of unloadeddocuments Status				
											EDIT DELETE
ADD											

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR ADD AND ED	11 INLIST FAINEL (academic)				
organization : select organization	designation : select designation				
Affiliating university : select university / board	India / Abroad :select				
From: Click here to enter a date.	To: Click here to enter a date.				
UPLOAD upload supporting documents	s, if any				
SAVE	SUBMIT				

#### home/stakeholders/faculty/profile/experience/administrative

LIST PANEL (Administrative Experience)											
				Durat	ion	Experience					Actions
Organization	Designation	Brief description of duties	India / Abroad	From	To	Years	Months	Days	List of uploaded documents with link	Status	
											<b>EDIT DELETE</b>

#### ADD

Instructions:

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

# INPUT FORM FOR ADD AND EDIT IN LIST PANEL (Administrative Experience) organization : select organization Designation : select designation Brief description \_\_\_\_\_\_\_ India / Abroad : select place of duties: From: Click here to enter a date. C UPLOAD upload supporting documents, if any SAVE SUBMIT

#### home/stakeholders/faculty/profile/experience/industry

	LIST PANEL (industry experience)								
		Dura	tion	Expe	erienc	e			Actions
Organization Designation Brief description of duties	India / Abroad	From	То	Years	Months	Days	List of uploaded documents with link	Status	
									EDIT DELETE
ADD									

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM	I FOR ADD AND EDIT	IN LIST PANEL (industry experience)						
organization :		designation:						
Brief description		India / Abroad : select place						
of duties:								
From: Click here to enter a	date.	To: Click here to enter a date.						
UPLOAD upload supp	orting documents, if any							
	SAVE	SUBMIT						

#### home/stakeholders/faculty/profile/research/projects

	LIST PANEL (projects)											
	Details of the client Details of project Nature of the project Type of the outcome of the project Amount				India / Abroad	Dura	oL oL	Status of the project	List of uploaded documents with link	Status	Actions	
												EDIT DELETE
Α	DD											

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled

INPUT FORM FOR ADD ANI	D EDIT IN LIST PANEL (projects)				
Details of the	Details of the project:				
Nature of the project:nature of the project	Outcome :outcome				
From: Click here to enter a date.	To: Click here to enter a date.				
India / Abroad : select place	Amount:				
Status of the project : Status					
From: Click here to enter a date.	To: Click here to enter a date.				
UPLOAD upload supporting docu	ments, if any				
SAV	E SUBMIT				

home/stakeholders/faculty/profile/research/guidance

				]	LIST PA	ANEL (	guidanc	ce)		
Name of the research programme	Name of the university	subject	Title of the research work	Name of the research scholar	Year of registration	Year of completion	Status of the research	List of uploaded documents with link	Status	Actions
										EDIT DELETE UPDATE STATUS

#### ADD

Instructions:

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED.
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled and research status button is added.
- 7. UPDATE STATUScan be used to update the status of research

8. Whenever research status is updated and saved but not submitted the status is RESEARCH STATUS IS UPDATED BUT NOT SUBMITTED.

9. Whenever research status is updated and submitted the status is RESEARCH STATUS IS UPDATED AND SUBMITTED.

INPUT FORM FOR ADD AND	EDIT IN LIST PANEL (guidance)								
Name of the Research Programme :select	Affiliating University :select								
Subject:	Title of the research work:								
Name of the research	Year of registration:								
Year of completion:	Status of the research :select								
UPLOAD upload supporting documents, if any									
SAVE	SUBMIT								

INPUT FORM FOR UPDATE ST.	ATUS IN LIST PANEL (guidance)							
Name of the Research Programme :select	Affiliating University :select							
Subject: (auto fetch)	Title of the research work: (editable anytime)							
Name of the research scholar: (auto fetch)	Year of registration: (auto fetch)							
Year of completion:	Status of the research :select							
UPLOAD upload supporting documents, if any								
SAVE SUBMIT								

+home/stakeholders/faculty/profile/research/patents

				LIST PA	NEL (pat	ents)	
Name of the patent	Description of the patent	Registering Agency	ID Number	Date of Registration	List of uploadeddocuments with link	Status	Actions
							EDIT DELETE



- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Principal for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPU'	Γ FORM FOR LIST PAN	NEL (patents)	
Name of the patent		Description the patent	
Registering Agency		ID number	
Date of registration: Click	k here to enter a date.		
UPLOAD upload su			
	SAVE	SUBMIT	

#### home/stakeholders/faculty/profile/publications/paper publication

						L	IST	PANI	EL (p	aperpu	iblicat	ion)				
								page	ès			ments		Actions		
Title of the paper	List of authors	Type of author-ship	Name of the journal	Type of journal	Year	Vol. No.	Issue No.	From	To	ISSN/ ISBN	Impact factor	List of uploaded documents with link	Status			
														EDIT	DELETE	

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT F	ORM FOR LIST PANEL	(paper public	cation)	
Title of the paper:		List of autho	ors:	
Type of Authorship :sel	lect	Name of the journal:		
Type of journal :select		Year:		
Vol. No.:		Issue No.:		
pages from:		pages to:		
ISSN / ISBN:		Impact Facto	or:	
UPLOAD upload su	pporting documents, if a	ny		
	SAVE	SUBMIT		

#### home/stakeholders/faculty/profile/publications/books

					LI	ST PA	NEL (I	books)			
Title of the book	List of authors	Type of author-ship	Type of book	Publisher details	Status of publication	Year	Vol. No.	Issue No.	ISSN/ ISBN	Status	Actions
											EDIT DELETE

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

	INPUT FO	ORM FOR LIST PANEL (	books)								
Title of the l	oook:	List of authors:									
Type of Aut	horship :select	Type of book :	select								
Publisher de	tails:	Status of public	cation :select								
Year:		Vol. No.:									
Issue No.:		ISSN / ISBN:									
UPLOAD	UPLOAD upload supporting documents, if any										
		SAVE SUBMIT									

LIST PANEL (chapters in books) Actions Status of publication dammanta with link Type of authorship Title of the chapter Publisher details List of uploaded List of authors Type of book **ISSN/ISBN** Issue No. Name of Vol. No. بلمصط مطع Status Year EDIT DELETE

home/stakeholders/faculty/profile/publications/chapters in books

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

11	NPUT FORM FOR LIST	PANEL (chapters in book	cs)								
		1									
Title of the chapter:		List of authors:									
	1 .										
Type of Authorship :se	elect										
Name of the book:		Type of book :select									
Ivalle of the book.		Type of book .select									
Publisher details:											
		Status of publication :sel	lect								
Year:		Vol. No.:									
Issue No.:		ISSN / ISBN:									
upload s	UPLOAD upload supporting documents, if any										
	SAVE	SUBMIT									

#### home/stakeholders/faculty/profile/publications/articles

						LIS	ST PA	NEL	(articl	es)		
Title of the article	List of authors	Type of authorship	Name of the	Type of	Year	Vol. No.	Issue No.	page	To	List of uploaded documents with link	Status	Actions
												EDIT DELETE

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR	LIST PANEL (articles)								
Title of the article:	List of authors:								
Type of Authorship :select	Name of the								
	newspaper / magazine: Year:								
Type of newspaper/magazine :select	i ear:								
Vol. No.:	Issue No.:								
pages from:	pages to:								
UPLOAD upload supporting documents, if any									
SAVE	SUBMIT								

#### home/stakeholders/faculty/profile/publications/review

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

Title of the paper:       List of authors:         Type of Authorship :select       Name of the newspaper / magazine         Type of newspaper/magazine :select       Year:         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any	INPU	JT FORM FOR LIST PA	ANEL (review	v)
Type of Authorship :select       Name of the newspaper / magazine         Type of newspaper/magazine :select       Year:         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any				
Type of newspaper/magazine :select       Year:         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any	Title of the paper:		List of auth	ors:
Type of newspaper/magazine :select       Year:         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any				
Type of newspaper/magazine :select       I with the select         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any	Type of Authorship :se	lect	Name of the	e newspaper / magazine:
Type of newspaper/magazine :select       I with the select         Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any			[	
Vol. No.:       Issue No.:         pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any	Type of newspaper/ma	azina :salact	Year:	
pages from:       pages to:         ISSN / ISBN:       Impact Factor:         UPLOAD       upload supporting documents, if any	Type of newspaper/ma			
ISSN / ISBN: Impact Factor:	Vol. No.:		Issue No.:	
ISSN / ISBN: Impact Factor:				
UPLOAD upload supporting documents, if any	pages from:		pages to:	
UPLOAD upload supporting documents, if any				
	ISSN / ISBN:		Impact Fact	tor:
SAVE SUDMIT	UPLOAD upload s	upporting documents, if a	any	
		SAVE	SUBMIT	

home/stakeholders/faculty/profile/invited lectures and papers presented

### LIST PANEL (invited lectures and papers presented)

Title of the lecture /paper presented	Type	Name of the event/conference	Date	Level of the event/conference	List of uploaded documents with link	Status	Actions
							EDIT DELETE

ADD Instructions:

1. The default list is all entries with pagination.

- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.

5. On approval / non approval, the status is APPROVED / NOT APPROVED

6. On APPROVED status, EDIT and DELETE buttons should be disabled.

#### INPUT FORM FOR LIST PANEL (invited lectures and papers presented)

Title of the lecture/paper presented:	T	ype of the event :select								
Name of the event/	D	ate:Click here to enter a date.								
Level of the event :select										
UPLOAD upload supporting documents, if any										

home/stakeholders/faculty/profile/honours awards fellowships

			LIS	T PANE	EL (hono	ours awa	rds fello	wships)	
Name of the award /	Award or Fellowship	Elected or Honorary	Year of Award or Fellowship	Level	Details of recognition	Monetary component	List of uploaded documents with link	Status	Actions
									EDIT DELETE

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR LIST PANE	L (honours awards fellowships)						
Name of the award / fellowship:	Award or fellowship:select						
Elected/Honorary : select	Year:						
Level :select	Details of						
Monetary component:							
UPLOAD upload supporting documer	UPLOAD upload supporting documents, if any						
SAVE	SUBMIT						

#### home/stakeholders/faculty/profile/memberships

LIST PANEL (memberships)									
Name of the professional body	Type of membership	Level	Starting date of membership	Ending date of membership	List of uploaded documents with link	Status	Actions		
							EDIT	DELETE	

#### ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPUT FORM FOR LIST PANEL (memberships)					
Name of the professional body:	Type of membership:select				
Level :select					
Starting date : Click here to enter a date.	Ending date : Click here to enter a date.				
UPLOAD upload supporting documents, if any					
SAVE	SUBMIT				

#### home/stakeholders/faculty/profile/training programs attended

LIST PANEL (training programs attended)									
Type of the Program	Title of the Program	Date	To	Conducting Agency	Sponsoring Agency	List of uploaded documents with	Status	Actions	
								EDIT DELETE	

#### ADD

Instructions:

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the HOD for approval / non approval
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

# INPUT FORM FOR LIST PANEL (training programs attended)

Type of program:select	Title of the program:					
Date From: Click here to enter a date.	Date To :Click here to enter a date.					
ConductingAgency:	Sponsoring Agency:					
UPLOAD upload supporting documents, if any						

# Home/stakeholders/faculty/free period

	1	2	3	4	5	6	7
Today Date (T)	1 Clubbed class batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code /         subject         name/         faculty         name/         subject         name/         faculty         name/         faculty         name/         faculty         name/         faculty         name/         room         number	J       butch code / subject       name/ faculty       name / room       batch code / subject       name/ faculty       name / room       number	4 batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject         name/ faculty         name/ faculty         name/ room         batch code / subject         batch code / faculty         name/ faculty         name/ faculty         name/ faculty         name/ faculty         name/ faculty         name/ room         batch code / subject         name/ faculty         name/ room         name/ room         name/ room         name/ room	O Clubbed class batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	Clubbed class batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number
Tomorrow Date (T+1)	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number batch code / subject name/ faculty name / room number
Day After Tomorrow Date (T+2)	HOLIDAY						
2 Days After Tomorrow Date (T+3)	batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number		batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number

batch code / subject name/ faculty name / room number		batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number	batch code / subject name/ faculty name / room number
--	--	---	---	--	--

Instructions:

- 1. More than one box joined together represents a clubbed class
- 2. Back ground Colour scheme and their meaning:
  - 1. Black: Regular class as per time table of the faculty
  - 2. Green: The free period is not yet allotted by HOD. It can be requested for allotment.
  - 3. Yellow: The free period has been requested for allotment by this faculty also and is yet to be allotted by HOD
  - 4. Blue: The free period is allotted to this faculty and hence can't be requested for allotment by anyone.
  - 5. Red: The free period is allotted by HOD to some other faculty and hence can't be requested for allotment by anyone.
  - 6. White: Clubbed class
- 3. Clicks and Action Forms
  - 1. Green: Allotment Request Form
  - 2. Yellow: Request Cancellation Form
  - 3. Blue: Allotment Cancellation Form
  - 4. Other colours: Not Clickable

4. A faculty can request for more than two free periods during the same slot. Either only one free period or a clubbed period can be allotted

- 5. Hover Messages (Chat Bubbles)
  - 1. Green and Yellow: Should list all the faculty who have requested this class
  - 2. Other Colours: Nothing

#### ALLOTMENT REQUEST FORM FOR DISPLY PANEL (free period pool)

Date: (auto fetch)	Course: (auto fetch)				
Batch: (auto fetch)	Period Number: (auto fetch)				
Subject: (auto fetch)	Faculty as per time table: (auto fetch)				
Time From: (auto fetch)	Time To: (auto fetch)				
Topic:	Concepts to be covered:				
SUBMIT					

#### REQUEST CANCELLATION FORM FOR DISPLY PANEL (free period pool)

Date: (auto fetch)	Course: (auto fetch)
Batch: (auto fetch)	Period Number: (auto fetch)
Subject: (auto fetch)	Faculty as per time table: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)
Topic: (auto fetch)	Concepts to be covered: (auto fetch)

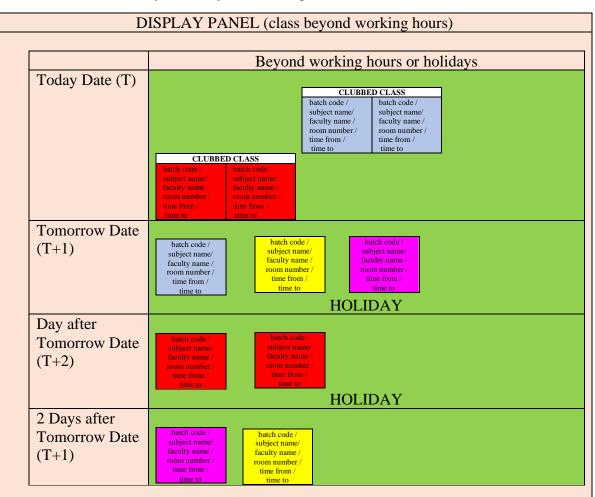
#### CANCEL

Instructions:

1. This form is auto approved. Once submitted the request is cancelled automatically and the free period turns green

## ALLOTMENT CANCELLATION FORM FOR DISPLY PANEL (free period pool)

Date: (auto fetch)	Course: (auto fetch)				
Batch: (auto fetch)	Period Number: (auto fetch)				
Subject: (auto fetch)	Faculty as per time table: (auto fetch)				
Time From: (auto fetch)	Time To: (auto fetch)				
Topic: (auto fetch)Concepts to be covered: (auto fetch)					
CANCEL					



Home/stakeholders/faculty/class beyond working hours

- 1. More than one box represents a clubbed class
- 2. Back ground Colour scheme and their meaning:
  - 1. Green: Represents beyond working hours and holidays.
  - 2. Yellow: A class beyond working hours or on holiday has been requested by this faculty and is yet to be allotted by HOD.
  - 3. Purple: A class beyond working hours or on holiday has been requested by some other faculty and is yet to be allotted by HOD.
  - 4. Blue: A class beyond working hours or on holiday is allotted to this faculty.
  - 5. Red: A class beyond working hours or on holiday is allotted to some other faculty.
  - 6. White: Aclubbed class
- 3. Clicks and Action Forms
  - 1. Green: Allotment Request Form
  - 2. Yellow: Request Cancellation Form
  - 3. Blue: Allotment Cancellation Form
  - 4. Other Colours: Not Clickable
- 4. A faculty can request for more than two classes or a clubbed class beyond working hours or on a holiday.
- 5. Hover Messages (Chat Bubbles)
  - 1. All Colours: Nothing

Date: (auto fetch)	Check Boxes for all the batches handled by the faculty followed by other batches of the department
Subject: select	
Time From: Click here to enter a date.	Time To :Click here to enter a date.
Topic:	Concepts to be covered:

#### REQUEST CANCELLATION FORM FOR DISPLY PANEL (class beyond working hours)

Date: (auto fetch)	Batch(s): (auto fetch)	
Subject: (auto fetch)		
Time From: (auto fetch)	Time To : (auto fetch)	
Topic: (auto fetch)	Concepts to be	
	covered: (auto fetch)	

CANCEL

Instructions:

1. This form is auto approved. Once submitted the request is cancelled automatically and the yellow box is removed

#### ALLOTMENT CANCELLATION FORM FOR DISPLY PANEL (class beyond working hours)

Date: (auto fetch)	Batch(s): (auto fetch)				
Subject: (auto fetch)					
Time From: (auto fetch)	Time To : (auto fetch)				
Topic: (auto fetch)	Concepts to be				
covered: (auto fetch)					
CANCEL					

DISPLAY PANEL (release regular periods)											
			<u></u>	(	<u> </u>	~/					
	1	2	3	4	5	6	7				
Today date T	batch code / subject name/ room number						batch code / subject name/ room number				
Tomorrow date HOLIDAY T+1											
Day after tomorrow date T+2		batch code / subject name/ room number		batch code / subject name/ room number		batch code / subject name/ room number	batch code / subject name/ room number				
2 days after tomorrow date T+3	batch code / subject name/ room number			batch code / subject name/ room number	batch code / subject name/ room number		batch code / subject name/ room number				
T+3 days 2. Backgrou 1. Black 2. Yello the H 3. Red: 3. Clicks an 1. Black 2. Yello	ind Colour : Regular of w: Request OD. Request to d Action F : Release I w: Request	scheme an class as per t to release release the	d the time the p perio	ir meaning: table of the period is sub od is submi	e faculty omitted and	d during T, T is yet to be approved by	approved by				

Home/stakeholders/faculty/release regular period

# RELEASE REQUEST FORM FOR DISPLY PANEL (release regular periods) Date: (auto fetch) Course: (auto fetch) Batch: (auto fetch) Period Number: (auto fetch) Subject: (auto fetch) Reasons for release: Time From: (auto fetch) Time To: (auto fetch) SUBMIT

### REQUEST CANCELLATION FORM FOR DISPLY PANEL (release allotted periods)

Date: (auto fetch)	Course: (auto fetch)
Batch: (auto fetch)	Period Number: (auto fetch)
Subject: (auto fetch)	Reasons for release: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)

# CANCEL

Instructions:

1. This form is auto approved. Once submitted the request is cancelled automatically and the regular class turns black

RELEASE CANCELLATION FORM FOR DISPLY PANEL (release allotted periods)						
Date: (auto fetch)	Course: (auto fetch)					
Batch: (auto fetch)	Period Number: (auto fetch)					
Subject: (auto fetch)	Reasons for release: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
	CANCEL					

#### +home/stakeholders/faculty/permissions /remedial classes

							LIST	PAN	EL (re	medial	class	es)		
Fr	om: C	lick h	ere t	o ent	ter a d	ate.	To: Cl	ick he	re to e	nter a d	ate.			Search Panel
	Permission number	Date	From		Venue	Topic	Concepts to be covered	Role played	Brief description of the role	Expected number of students	Expected Expenditure	List of uploaded	Status	Actions
	Pe	Dŝ	Fr	To	Ve	Τc	Ŭ	Rc	Brie role	Ex	Ex	Li	St	
														EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is APPROVED / NOT APPROVED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. After record of remedial class is submitted, the status is changed to COMPLETED and the entry is not displayed.

Date: Click here to enter a date.	Venue:
From: Enter starting time	To: Enter ending time
Topic:	Concepts to be covered:
Role played : select	Brief description of role:
Excepted number of students:	Expected expenditure:
UPLOAD Invitation letters, repor	ts ets., can be uploaded

#### +home/stakeholders/faculty/permissions/career counselling

	LIST PANEL (career counselling)																
Fre	From: Click here to enter a date.						То	To: Click here to enter a date.							Search Panel		
		Da	ite	Tin	ne					50				S		Actions	
	Permission number	From	To	From	To	Conducting agency	Venue	Topic	Concepts to be covered	Conducting or Participating	Individual or team	Team members	Expected expenditure	List of uploaded document	Status		
																EDIT DELETE	

#### APPLY

Instructions:

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of career counselling is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section.

INPLIT FORM for ADD and FDIT buttons in LIST PANEL (career counselling)

INTO T FORM for ADD and EDIT buttons in EIST TANEL(career counsening)											
Date From: Click here to enter a date.	Date To: Click here to enter a date.										
Time From: Enter starting time	Time To: Enter ending time										
1 /* A	X7										
conducting Agency:	Venue:										
Topic :	Concepts to be										
	covered:										
Conducting or Participating : select	Individual or team : select										
ADD TEAM MEMBERS											
Expected Expenditure											

UPLOAD Invitation letters, reports ets., can be uploaded

SAVE SUBMIT

Instructions:

1. Only when a team is either conducting or participating, 'Add Team members' button is enabled

#### INPUT FORM for ADD MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(career counselling)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	<b>→</b>	Team members
	<del>&lt;</del>	

#### +home/stakeholders/faculty/permissions /study visits

							L	IST PA	ANEL	(study	y visits	)	
Fre	From: Click here to enter a date. To: Click here to enter a date.								Search Panel				
		Da	ate	Tin	ne								Actions
	Permission number	From	To	From	To	Place of visit	Purpose of visit	Conducting or Particinating	Individual or team	Team members	Expected expenditure	List of uploaded document s with link	EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of study visit is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section.

INPUT FO	RM for ADD and EDIT	outtons in LIST PANEL(study visits)	
			_
Date From: Click here to	o enter a date.	Date To: Click here to enter a date.	
Time From: Enter starting	ng time	Time To: Enter ending time	
Place of visit:			
Purpose of visit :			
Conducting or Participat	ting : select	Individual or team : select	
ADD TEAM MEMB	IERS		

Expected Expenditure:	
UPLOAD Invitation letters, reports ets., can be uploaded	
SAVE SUBMIT	
Instructions:	
1. Only when a team is either conducting or participating, 'Add Team members' button is	

1. Only who enabled

#### INPUT FORM for ADD MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(study visit)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	→ ←	Team members
	SAVE	

#### +home/stakeholders/faculty/permissions/seminar workshop

								LI	ST F	PAN	EL (	(sem	inar	WOI	rksh	op)			
Fre	om: C	lick	here	to e	nter	a dat	e.		To	<b>b:</b> C	lick	here	to e	nter	a da	ate.			Search Panel
		Da	ate	Tiı	me												s		Actions
	Permission number	From	To	From	To	Type of program	Conducting Agency	venue	Topic	Level	Sponsoring Agency	Conducting or Participating	Individual or team	participants	Team members	Expected expenditure	List of uploaded document	Status	
																			EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of seminar / workshop is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section.

<b>INPUT FORM</b>	for ADD and EDIT	buttons in LIST PANEL	(seminar workshop)
In the C I I Older I			beinnar () ornor)

Date From: Click here to enter a date.	Date To: Click here to enter a date.						
Time From: Enter starting time	Time To: Enter ending time						
Type of programme : select	Conducting Agency:						
Venue:	Торіс						
Level : select	Sponsoring agency : select						
Conducting or Participating : select	Individual or team : select						
participants : select							
ADD TEAM MEMBERS							
Expected Expenditure							
UPLOAD Invitation letters, reports ets., car	1 be uploaded						
SAVE SUBMIT							
Instructions:							
1 Only when a team is either conducting	or participating 'Add Team members' button is						

1. Only when a team is either conducting or participating, 'Add Team members' button is enabled

#### INPUT FORM for ADD TEAM MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(seminar workshop)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	<b>→</b> ←	Team members
	SAVE	

#### +home/stakeholders/faculty/permissions/sports games activities

							LI	ST P	ANI	EL (s	ports	gam	nes ac	ctivit	ies)			
Fre	om: C	lick	here	to er	nter a	ı date	. ]	To: Click here to enter a date.								Search Panel		
		Da	ate	Tiı	me												Actions	
															th			
															wi			
											gu				List of uploaded document s with			
											atiı				ner			
						~					Conducting or Participating			Ire	cur			
	oer					Agency		nt		Agency	arti	ш		Expected expenditure	do			
	number					gei		event		gei	r P	or team	rs	enc	led			
										,	ю Ю	or	lbe	dx	oad			
	Permission					Conducting		of the		Sponsoring	ting	ıal	Team members	d e	ıple			
	iss	_		_		luci	c)	e 0	_	sor	luci	Individual	u n	cte	of t	$\mathbf{s}$		
	srm	From	•	From	•	puc	venue	Name	Level	uou	pud	div	an	tpe	st c	Status		
	Pe	Fr	To	Fr	То	ŭ	ve	Ň	Le	Sp	ŭ	In	Te	Ey	Li	St		
																	EDIT DELETE	

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of sports activity is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section.

INPUT FORM for ADD	and EDIT buttons in LIS	T PANEL(sp	oorts games activities)						
Date From: Click here to each	nter a date.	Date To: Click here to enter a date.							
Time From: Enter starting	time	Time To: Enter ending time							
Conducting Agency:		Venue:							
Name of the event									
Event Level : select		Sponsoring agency :							
Conducting or Participating	g : select	Individual or team : Team							
ADD TEAM MEMBEI	RS								
Expected Expenditure :									
UPLOAD Invitation let	UPLOAD Invitation letters, reports ets., can be uploaded								
SAVE SUBMIT									
Instructions:									
1 0.1	1. Only when a toom is either an dusting an maticipating 'Add Toom membran' but								

1. Only when a team is either conducting or participating, 'Add Team members' butto enabled

#### INPUT FORM for ADD TEAM MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(sports gamesactivities)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	<b>→</b> €	Team members
	SAVE	

#### +home/stakeholders/faculty/permissions/culturalactivities

								Ι	JIST	PAN	NEL	(cult	tural	activ	ities	)	
Fr	om: C	lick l	here t	o ent	er a c	late.			To:	Click	k her	e to	entei	r a da	ate.		Search Panel
		Da	ate	Ti	me												Actions
	Permissions number	From	To	From	To	Conducting Agency	venue	Name of the event	Level	Sponsoring Agency	Conducting or	Individual or team	Team members	Expected expenditure	List of uploaded	Status	
																	EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of cultural activities submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section

INPUT FORM	for ADD and EDIT but	tons in LIST PANEL(cul	tural activities)					
Date From: Click here to	enter a date.	Date To: Click here to enter a date.						
Time From: Enter starting	g time	Time To: Enter ending time						
Conducting Agency:		Venue:						
Name of the event								
Event Level : select		Sponsoring agency :						
Conducting or Participatin	ng : select	Individual or team : Te	eam					
ADD TEAM MEMBE	ERS							

Expected Expenditure	
UPLOAD Invitation letters, reports ets., can be uploaded	
SAVE SUBMIT	
Instructions:	
1. Only when a team is either conducting or participating, 'Add Team members' button is	

enabled

#### INPUT FORM for ADD TEAM MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(culturalactivities)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	→	Team members
	SAVE	

#### +home/stakeholders/faculty/permissions/NCCactivities

								LI	ST PA	ANEL	L (NC	C acti	ivities	5)				
Fre	om: C	lick h	ere to	enter	r a da	te.	T	o: Cli	ck he	re to	enter	a date	2.				Sea	arch Panel
				-		-				-								
		Da	ate	Ti	me	~		<b>.</b>								-		Actions
	Permission number	From	To	From	To	Conducting Agency	Name of the	Brief description of	Venue	Level	Sponsoring Agency	Conducting or	Individual or team	Team members	Expected	List of uploaded	Status	
																		EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of NCC activity is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section

INPUT FORM for ADD and EDIT	S buttons in LIST PANEL(NCC activities)
Date From: Click here to enter a date.	Date To: Click here to enter a date.
Time From: Enter starting time	Time To: Enter ending time
Conducting Agency:	Name of the Programme/Training : select
Brief description	Venue:
Level : select	Sponsoring Agency : select
Conducting or Participating : select	Individual or team : Team
ADD TEAM MEMBERS	
Expected	
UPLOAD Invitation letters, reports ets., ca	an be uploaded
SAVE	E SUBMIT
Instructions: 1. Only when a team is either conducting	g or participating, 'Add Team members' button is

enabled

# INPUT FORM for ADD TEAM MEMBERS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(NCC activities)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	→ €	Team members
	SAVE	

#### +home/stakeholders/faculty/permissions/NSS activities

								L	IST F	PANE	L (NS	SS act	ivitie	s)				
Fro	m: C	lick h	ere to	enter	r a da	te.		To: C	Click l	here to	o ente	er a da	ate.				S	Search Panel
		Da	ite	Ti	me													Actions
	Permission number	From	To	From	To	Conducting Agency	Name of the program	Brief description of the	Venue	Level	Sponsoring Agency	Conducting or	Individual or team	Team members	Expected expenditure	List of uploaded	Status	
																		EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. Depending on HOD actions the status is PERMISSION GRANTED / PERMISSION NOT GRANTED / CANCELLED and EDIT and DELETE buttons are disabled.
- 5. Entries with PERMISSIN NOT GRANTED or CANCELLED should not be displayed after the expiry of the date.
- 6. After record of NSS activity is submitted and approved by HOD, the status is changed to COMPLETED and the entry is not displayed.
- 7. Entries with COMPLETED / PERMISSION NOT GRANTED / CANCELLED are displayed in the REPORTS section

INPUT FORM for ADD and EDIT buttons in	LIST PANEL(NSS activities)
Date From: Click here to enter a date.	Date To: Click here to enter a date.
Time From: Enter starting time	Time To: Enter ending time
Conducting Agency:	Name of the Programme/Training : so
Brief description of the program	Venue:
Level : select	Sponsoring Agency : select
Conducting or Participating : select	Individual or team : Team
ADD TEAM MEMBERS	
Expected Expenditure	
UPLOAD Invitation letters, reports ets., can b	be uploaded
SAVE	SUBMIT
Instructions:	
1. Only when a team is either conducting or enabled	participating, 'Add Team members' b

INPUT FORM for ADD TEAM MEMBERS button in INPUT FORM for ADD and EDIT buttons in
LIST PANEL(NSS activities)

Department: select (and / or ) Excel upload		
Display the names of all faculty in the selected department / excel upload		The names of the team members should be moved to this box
List of all faculty	→ ←	Team members
	SAVE	

			AY PANI		ing pian	)				
	1	2	3	4	5	6	7	Beyond Workin Hours		
Today date T	batch code / subject name/room number		batch code / subject name/room number		CLUBBED CLASS batch code / subject name'room time from/ time to batch code / subject name'room number/ time from/ time from/ time from/		batch code / subject name/room number	batch code / subject name/ room number/ time from/ time to		
Tomorrow		<u> </u>						<u> </u>		
date T+1	COMBIN batch code / subject name/ room number/ time from/ time to	ED CLASS batch code / subject name/ room number/ time from/ time to		НО	LIDAY					
Dav after				по	LIDAT					
Day after tomorrow date T+2 HOLIDAY										
2 days after										
tomorrow date T+3	batch code / subject name/ room number			batch code / subject name/room number	batch code / subject name/room number		batch code / subject name/ room number	batch code / subject name/ room number		
3 days after tomorrow		batch code / subject name/ room number		batch code / subject name/ room number		batch code / subject name/ room number	batch code / subject name/ room number			
date T+4		number		number		indilioci	number			
4 days after tomorrow date T+5			batch code / subject name/ room number		batch code / subject name/room number		batch code / subject name/room number			
5 days after										
tomorrow date T+6		batch code / subject name/room number	batch code / subject name/room number	batch code / subject name/room number						
6 days after tomorrow date T+7	batch code / subject name/ room number						batch code / subject name/ room number			
7 days after										
tomorrow				но	LIDAY					
date T+8										
8 days after tomorrow				НО	LIDAY					
date T+9 9 days after										
tomorrow	batch code / subject name/ room			batch code / subject name/room	batch code / subject name/room		batch code / subject name/ room			
date T+10	name/ room number			name/ room number	name/ room number		name/ room number			
10 days after		batch code /		batch code /		batch code /	batch code /			
tomorrow date T+11		subject name/ room number		subject name/room number		subject name/room number	subject name/ room number			

# +home/stakeholders/faculty/daily teaching work/teaching plan

11 days after tomorrow date T+12			batch code / subject name/room number		batch code / subject name/room number	batch code / subject name/ room number	
12 days after tomorrow date T+13		batch code / subject name/room number	batch code / subject name/room number	batch code / subject name/room number			
13 days after tomorrow date T+14	batch code / subject name/ room number					batch code / subject name/room number	

- 1. Allotted free periods and classes beyond working hours or in holidays are also displayed along with regular classes either clubbed or not during T, T+1, T+2 and T+3 days. Teaching plan is enabled from T to T+14 days.
- 2. Colour scheme and their meaning:
  - 1. Black Background: Regular class as per time table of the faculty
  - 2. Blue Background: A free period or class beyond working hours allotted to this faculty.
  - 3. Top White Strip: A clubbed class.
  - 4. Bottom Green Strip: Teaching plan prepared.
  - 5. Bottom Red Strip: Teaching plan not prepared (default)
- 3. Clicks and Action Forms
  - 1. Black and Blue: Teaching Plan Save Form

TEACHING PLAN SAVE FORM FOR DISPLAY PANEL (teaching plan)						
Date: (auto fetch)	Period No.: (auto fetch)					
Subject: (auto Fetch)	Batch: (auto fetch)					
Toriot	Concepts to be accurate					
Topic:	Concepts to be covered:					
UPLOAD Upload the teaching plan on	ly. Do not upload teaching material.					
SA	VE					
Instructions:						
1. The entry should be made within 15 days						
2. If T is today, only T, T+1, T+14 dat						
the class is to be held and the remaining da						
• • •	ne table for the date on which the class is to					
held should be displayed in the period num						
4. Continuous periods of a batch should be	displayed as a single item.					

		DISPL	AY PANE	L (Class A	ttendance)	1		
				`	,			
	1	2	3	4	5	6	7	Beyond Workin g Hours
Today date T	batch code / subject name/ room number		batch code / subject name/ room number		CLUBBED CLASS bath-code/ subject name/ room number/ time from/ time to bath-code/ subject name/ room number/ time from/ time from/ time to		batch code / subject name / room number	batch code / subject name/ room number/ time from/ time to
	-			OR	·			
	1	2	3	4	5	6	7	Beyond Workin g Hours
Today date T	Combine batch code / subject name/ room number/ time to	class batch code / subject name/ room number/ time from/ time to		Hol	liday			

#### Home/stakeholders/faculty/daily teaching work/class attendance

- 1. Attendance for a class (regular/free period/clubbed class/class beyond working hours) is enabled from the time beginning of the class till 3 hours after the end of the class.
- 2. When attendance is enabled a class box can be clicked to mark attendance.
- 3. Colour scheme and their meaning:
  - 1. Black Background: Regular class as per time table of the faculty.
  - 2. Blue Background: A free period or class beyond working hours allotted to this faculty.
  - 3. Top White Strip: A clubbed class.
  - 4. Bottom Yellow Strip: Attendance enabled.
  - 5. Bottom Green Strip: Attendance marked.
  - 6. Bottom Red Strip: Attendance not marked.
- 4. Clicks and Action Form:
  - 1. Black and Blue: Attendance Form

ATTENDACE FORM FOR DIS	PLAY PANEL(Class Attendance)
Date: (auto fetch)	Period(s): (auto fetch)
Batch: (auto fetch)	Subject:(auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)

S.No	Name of the student	present	Absent	permission
		SAVE		

Instructions:

•

1. The default attendance is "ATTENDANCE NOT MARKED".

2. Continuous periods of a batch should be displayed as a single item.

	1	2	2	4	-	C	7	Devend
	1	2	3	4	5	6	7	Beyond Working
								Hours
Today date								110010
T	batch code / subject name/room number		batch code / subject name/room number		CLURRED CLASS batch code / subject name/ room number/ batch code / subject name/ room number/		batch code / subject name/room number	batch code / subject name/ room number/ time from/ time to
Yesterday			<u> </u>				<u> </u>	
date	COMBINE batch code / subject name/	D CLASS batch code / subject name/						
T-1	room number/ time from/ time to	room number/ time from/ time to						
			J	HOL	IDAY			
Day before								
yesterday	batch code / subject name/ room number/ time from/							
date	time to							
T-2			Γ	HOL	IDAY	<b></b>	[	
2 days before	batch code /			batch code /	batch code /		batch code /	batch code /
yesterday date	subject name/ room number			subject name/room number	subject name/ room number		subject name/ room number	subject name/ room number/ time from/ time to
T-3								time to
	1							
nstructions:								

#### +home/stakeholders/faculty/daily teaching work/class record

- 2. Colour scheme and their meaning:
  - 1. Black Background: Regular class as per time table of the faculty
  - 2. Blue Background: A free period or class beyond working hours allotted to this faculty.
  - 3. Top White Strip: A clubbed class.
  - 4. Bottom Green Strip:Class record prepared.
  - 5. Bottom Red Strip: Class record not prepared (default).
- 3. Clicks and Action Forms
  - 1. Black and Blue: Class Record Form

Date: (auto fetch) Time From: (auto fetch)	Period Number: (auto fetch) Time To: (auto fetch)						
Batch: (auto fetch)	Subject: (auto fetch)						
Topic:	Concepts covered:						
SA Instruction: 1. Check if attendance is marked or not for	<b>VE</b> the selected class to proceed further.						

	DI	SPLAY	PANEL	(modify	attendanc	ce)		
	1	2	3	4	5	6	7	Beyond Working Hours
Today date T	batch code / subject number number		batch code / subject name/rom number		CLUBBED CLASS batch code / subject name/ room number/ time from/ time to batch code / subject name/ room number/ time from/ time from/ time to		batch code / subject name/room number	batch code / subject name/ room number/ time from/ time to
Yesterday date T-1	COMBIN: batch code / subject name/ room number/ time from/ time to	D CLASS batch code / subject name/ room number/ time from/ time to		HOI	LIDAY	1		1
Day before yesterday date T-2	batch code / subject name/ room number/ time from/ time to			HO	LIDAY			
2 days before yesterday date T-3	batch code / subject name/room number			batch code / subject name/ room number	batch code / subject name/ room number		batch code / subject name/ room number	batch code / subject name/ room number

Home/stakeholders/faculty/daily teaching work/modify attendance

- 1. Allotted free periods and classes beyond working hours or in holidays are also displayed along with regular classes either clubbed or not during T, T-1, T-2 and T-3 days
- 2. Colour scheme and their meaning:
  - 1. Black Background: Regular class as per time table of the faculty
  - 2. Blue Background: A free period or class beyond working hours allotted to this faculty.
  - 3. Top White Strip: A clubbed class.
  - 4. Bottom Green Strip:Attendance marked.
  - 5. Bottom Red Strip: Attendance not marked.
- 3. Clicks and Action Forms
  - 1. Any Background with Bottom Green Strip: Modify Attendance Form
  - 2. Any Background with Bottom Red Strip : Not Clickable

	MOI	DIFY ATTENDANCE FO	ORM FO	OR DISPLA	Y PANEL(n	nodify attendance)
Da	te: (aut	o fetch)				
Batch: (auto fetch)				Subject: (a	auto fetch)	
Timing From: (auto fetch)			Timing To	o: (auto fetch)	)	
				Reasons for	-	
				modificati	ion:	
		Γ				
	S.No	Name of the student	Prese	ent	Absent	permission
				SAVE		
Ins	struction	ns:				
	1. Th	e original record without	modifie	cation shoul	d be maintair	ned for reference

+home/stakeholders/faculty/other works/remedial classes

						TOP		<b>T</b> /	11 1	1	`		
						<u>list i</u>	PANE	L (ren	nedial	classe	es)		
From:	Click he	re to	enter	a date	. To	: Clic	k here	to en	ter a d	ate.		Search Pane	el
		Ti	me			ч		e				Actior	IS
Permission number	Date	From	To	Venue	Topic	Concepts to be covered	Type of role	Brief description of role	Number of students	Amount spent	List of uploaded documents with link	LIDDATE	
												UPDATE	

#### ADD

- 1. The default list should display N most recent entries with pagination.
- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED & REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report, the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section

Approval reference number: select	
Date: (auto fetch)	Venue: (auto fetch)
From: (auto fetch)	To:: (auto fetch)
Topic : (auto fetch)	Concepts to be covered: (auto fetch)
Role played : (auto fetch)	Brief description of role: (auto fetch)
Amount spent if any:	marks:
ADD STUDENTS	UPLOAD Invitation letters, reports ets., can be uploaded

#### 

								LI	ST I	PAN	IEL	(care	eer c	oun	selli	ng)			
From: Click here to enter a date. To: Click here to enter a date.														Search Panel					
		Da	ate	Tir	ne				q				e						Actions
	Permission number	From	To	From	To	Conducting agency	Venue	Topic	Concepts to be covered	Conducting or	Individual or team	Team members	Brief description of role	Remarks	Number of students	Amount spent if any	List of uploaded	Status	
																			UPDATE

#### APPLY

- 1. The default list should display N most recent entries with pagination.
- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED& REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report, the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section

Approval reference number: select								
Date From: (auto fetch)	Date To: (auto fetch)							
Time From: (auto fetch)	Time To: (auto fetch)							
Conducting agency: (auto fetch)	Venue: (auto fetch)							
Topic : (auto fetch)	Concepts covered: (auto fetch)							
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)							
Role:(self / Team Leader / Team	Brief							
member)	description of role:							
Remarks:	Amount spent							
	if any:							
	Invitation letters, repor							
ADD STUDENTS	UPLOAD ets., can be uploaded							
SAVE	SUBMIT							

INPUT FORM for ADD STUDENTS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(career counselling)

Course: select Batch: select (and / or ) Excel upload		
Display the names of all students in the selected batch / excel upload		The names of the participating students should be moved to this box
List of all students	→ ←	List of participants
	SAVE	

	LIST PANEL (study visits)																	
Fre	From: Click here to enter a date. To: Click here to enter a date.														Search Panel			
		Da	ate	Tir	ne												Actions	
	Permission number	From	To	From	To	Place of visit	Purpose of visit	Conducting or	Individual or team	Team members	Brief description of role	Remarks	Number of students	Amount spent if any	List of uploaded	Status		
																	UPDATE	

#### APPLY

- 1. The default list should display N most recent entries with pagination.
- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED & REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report, the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section

Date To: (auto fetch)							
Time To: (auto fetch)							
Purpose of visit : (auto fetch)							
Individual or Team: (auto fetch)							
Brief description of role:							
Amount spentif any:							
UPLOAD Invitation letters, reports ets., can be uploaded							

#### Instructions:

1. 'Add Students' button and Amount spent field are enabled for Team Leader or self and disabled for Team member.

# INPUT FORM for ADD STUDENTS button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(study visits)

Course: select Batch: select (and / or ) Excel upload		
Display the names of all students in the selected batch / excel upload		The names of the participating students should be moved to this box
List of all students	<b>→</b> €	List of participants
	SAVE	

+home/stakeholders/faculty/ot	her works/seminar workshon
Thome/ stakenoiders/ faculty/ of	ner works/semmar workshop

	LIST PANEL (seminar workshop)         From: Click here to enter a date.       To: Click here to enter a date.       Search Panel																				
F	From: Click here to enter a date.													ick	here	e to	ente	Search Panel			
		Da	ate	Ti	me										e						Actions
	Permission number	From	To	From	To	Tvpe of program	Conducting Agency	Venue	Topic	Sponsoring Agency	Level	Conducting or	Individual or team	Team members	Brief description of role	Remarks	Number of participants	Amount spent if any	List of uploaded	Status	
																					UPDATE
						-															
	APP1 struc	tion																	·		
		1.	The	e defa	ault l				-	•		iost		ent	enti			-	-		n.

- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED & REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report, the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section.

INPUT FORM for ADD and EDIT button	ns in LIST PANEL(seminar workshop)									
Approval reference number: select										
Date From: (auto fetch)	Date To: (auto fetch)									
Time From: (auto fetch)	Time To: (auto fetch)									
Type of Program: (auto fetch)	Conducting Agency (auto fetch)									
Level: (auto fetch)	Sponsoring Agency: (auto fetch)									
Venue: (auto fetch)	Topic : (auto fetch)									
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)									
Participants: (students only / faculty only / both / others )										
Role:(self / Team Leader / Team	Brief									
member)	description of role:									
Remarks:	Amount spent if any:									
ADD STUDENTS ADD FACULTY	UPLOAD Invitation letters, reports ets., can be uploaded									
SAVE	SAVE SUBMIT									
Instructions:										
1. 'Add Students' and 'Add faculty' b	outtons and Amount spent field are enabled									
for Team Leader or self and disable	ed for Team member.									
2. 'Add Students' and 'Add faculty' type of participants	buttons are enabled or disabled based on									

	c	. •	•	
tvne	ot	parti	c1r	nan
c, pc	01	puiu	νıμ	un

INPUT FORM for ADD STUDENTS button in INPUT FORM for ADD and EDIT buttons in LIST
PANEL(seminar workshop)

Course: select Batch: select (and / or ) Excel upload		
Display the names of all students in the selected batch / excel upload		The names of the participating students should be moved to this box
List of all students	<b>→</b> €	List of participants
	SAVE	

# INPUT FORM for ADD FACULTY button in INPUT FORM for ADD and EDIT buttons in LIST PANEL(seminar workshop)

List of all faculty	→ ←	List of participants
Display the names of all faculty in the selected department / excel upload		The names of the participating faculty should I moved to this box
Department: select (and / or ) Excel upload		

								LI	ST I	PAN	VEI	L (sp	orts	s ga	mes	s act	ivit	ies)			
Fre	From: Click here to enter a date.																	Search Panel			
											d	date.									
		Da	oto	Ti	me																Actions
		00	aie	111										le		s	ers				Actions
						N			~					fro		ant	inne	N			
	lber					enc		ent	Agency			am		n of		cip	M	fan			
	unu					Age		eve	Age		or	r te;	ers	otio		arti	riz(	nt ij	Idec		
	n r					ng		the		vel	ng	ul oi	dm	crit		of c	of p	spei	oloa		
	ssic					ucti	0	of	ori	Le	ucti	duâ	me	des	rks	er (	er (	unt (	fut		
	Permission number	From	0	From		Conducting Agency	Venue	Name of the event	Sponsoring	Event Level	Conducting or	Individual or team	Team members	Brief description of role	Remarks	Number of participants	Number of prize winners	Amount spent if any	List of uploaded	Status	
	Pe	Fr	То	Ηŗ	To	Ŭ	Ve	Ŋ	Sp	Ev	Ŭ	Inc	Le	Br	Re	Ń	Ñ	AI	Ľ	Sti	
																					UPDATE
A	PPL	Y																			
Ins	truct	ions																			
1110			Гhe c	lefau	ılt lis	st sh	oulc	l di	spla	v N	m	ost r	ecer	nt ei	ntrie	es w	vith	pagi	inat	ion	
									-	-											
	<ol><li>The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED &amp; REPORT NOT SUBMITTED.</li></ol>																				
	,	3. 7	Гhe r	recor	d is	auto	del	etec	l if 1	the	stat	us is	s ch	ang	ed t	o C	AN	CEI	LE	D ł	by HOD.
	4	4. I	f T i	s the	e end	dat	e of	the	acti	vit	y, U	PD	ATI	Ξbu	ittoi	n is	disa	ble	d af	ter	T + 3 days.
		5. (	On sı	ıbmi	issio	n of	the	rep	ort,	the	e sta	tus	is R	EP	OR	ΓS	UB	MIT	ГΤЕ	D.	
	(	5. I	Depe	ndin	g on	HC	DD a	ctic	ons,	the	stat	us i	s Co	OM	PLI	ETE	D	RE	EPO	RT	NOT ACCEPTED.

#### +home/stakeholders/faculty/other works/sports games activities

Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED
 If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section

Annuoval reference number calact									
Approval reference number: select									
Date From: (auto fetch)	Date To: (auto fetch)								
Time From: (auto fetch)	Time To: (auto fetch)								
	Conducting Agency (auto fetch)								
Event Level: (auto fetch)	Sponsoring Agency: (auto fetch)								
Venue: (auto fetch)	Name of the event : (auto fetch)								
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)								
Role:(self / Team Leader / Team	Brief								
member)	description of role:								
Remarks:	Amount spent								
	if any:								
ADD PARTICIPANTS AND PRIZE	UPLOAD Invitation letters, reports								
WINNERS	ets., can be uploaded								
SAVE SUBMIT									
Instructions:									
1. 'Add participants and prize winners' button and Amount spent field are									

INPUT FORM for ADD PARTICIPANTS AND PRIZE WINNERS button in LIST PANEL(sports games activities)

Course: select Batch: select (and / or ) Excel upload Display the names			
of all students in the selected batch / excel upload	Display all the prizes		The names of the participating students shou be moved to this box
LIST OF ALL STUDNTS	LIST OF PRIZES FIRST PLACE SECOND PLACE THIRD PLACE WINNERS RUNNERS FIRST RUNNERS SECOND RUNNERS CERIFICATE OF EXCELLENCE CERTIFICATE OF PARTICIPATION NIL OTHERS	→ €	List of participants and prize winners NAME OF THE POSITION / PRIZE STUDENT
		SAVE	

From:	Clicl	k her	e to	ente	r a da	ate.			11	PAI	NEL	ר (כו <u>(</u>	11111	Т	activ 'o: C nter	Clic	c he		0		S	earch I	Panel
Approval number		ate 0L	From	To Define the second se	Conducting Agency	Venue	Name of the event	Sponsoring Agency	Event Level	Conducting or	Individual or team	Team members	Brief description of role	Remarks	Number of participants	Number of prize winners	Amount spent if anv	List of unloaded	Status		Act	ions	
																				U	<b>DATE</b>		

#### +home/stakeholders/faculty/other works/cultural activities

#### APPLY

- 1. The default list should display N most recent entries with pagination.
- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED & REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report, the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section.

INPUT FORM for ADD and EDIT butto	ms in LIST PANEL(cultural activities)								
Approval reference number: select									
Date From: (auto fetch)	Date To: (auto fetch)								
Time From: (auto fetch)	Time To: (auto fetch)								
	Conducting Agency (auto fetch)								
Event Level: (auto fetch)	Sponsoring Agency: (auto fetch)								
Venue: (auto fetch)	Name of the event : (auto fetch)								
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)								
Role:(self / Team Leader / Team	Brief								
member)	description of role:								
Remarks:	Amount spent								
	if any:								
ADD PARTICIPANTS AND PRIZE WINNERS	UPLOAD Invitation letters, reports ets., can be uploaded								
Instructions:									
1. 'Add participants and prize winners	•								

enabled for Team Leader or self and disabled for Team member.

Course: select Batch: select (and / or ) Excel upload Display the names				
of all students in the selected batch / excel upload	Display all the prizes		The names of the partici be moved to this box	pating students shoul
LIST OF ALL STUDNTS	LIST OF PRIZES FIRST PLACE SECOND PLACE THIRD PLACE WINNERS RUNNERS FIRST RUNNERS SECOND RUNNERS CERIFICATE OF EXCELLENCE CERTIFICATE OF PARTICIPATION NIL OTHERS	→ €	List of participants NAME OF THE STUDENT	and prize winners POSITION / PRIZE

+home/stakeholders/faculty/other works/NCC activities

		LIST PANEL (NC	C activities)	
From: Click here	to enter a date	à.	To: Click here to	Search Panel
			enter a date.	
Date	Time			Actions
Permission number From To	Ασen	or me nroα lescrintion orinα A αen crinα or dual or tean members	Rrief descrintion of role Remarks Numher of narticinants Numher of nrize winners Amount snent if anv I ist of unloaded Status	
				UPDATE

# APPLY

- 1. The default list should display N most recent entries with pagination.
- 2. The record is auto created when the permission is given by HOD and the status is shown as PERMISSION GRANTED & REPORT NOT SUBMITTED.
- 3. The record is auto deleted if the status is changed to CANCELLED by HOD.
- 4. If T is the end date of the activity, UPDATE button is disabled after T + 3 days.
- 5. On submission of the report , the status is REPORT SUBMITTED.
- 6. Depending on HOD actions, the status is COMPLETED / REPORT NOT ACCEPTED.
- 7. If the status is COMPLETED, the entry is not displayed here but it is displayed in the REPORTS section.

INPUT FORM for ADD and EDIT butt	tons in LIST PANEL(NCC activities)					
Approval reference number: select						
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Conducting Agency (auto fetch)	Name of the program (auto fetch)					
Brief description of the program : (auto fetch)	Sponsoring Agency: (auto fetch)					
Level: (auto fetch)	Venue : (auto fetch)_					
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)					
Role:(self / Team Leader / Team	Brief					
member)	description of role:					
Remarks:	Amount spent					
ADD PARTICIPANTS AND PRIZE WINNERS	if any:       Invitation letters, reports         UPLOAD       ets., can be uploaded					
SAVE	SUBMIT					
Instructions: 1. 'Add participants and prize winners enabled for Team Leader or self an	1					

Course: select		activities)	NNERS button in LIST PANEL(NCC
Batch: select (and / or ) Excel upload Display the names of all students in the selected batch / excel upload	Display all the prizes		The names of the participating students should be moved to this box
	LIST OF PRIZES FIRST PLACE SECOND PLACE THIRD PLACE WINNERS RUNNERS FIRST RUNNERS SECOND RUNNERS CERIFICATE OF EXCELLENCE CERTIFICATE OF PARTICIPATION NIL OTHERS	<i>→</i> €	List of participants and prize winners NAME OF THE POSITION / PRIZE STUDENT

## +home/stakeholders/faculty/other works/NSS activities

										LIS	5T I	PAI	NEI	. (N	ISS	act	tivit	ties)	)						
Fro	m: (	Click	c he	re to	ente	er a	date	Э.										To:	Cl	ick	her	e to	Searc	h Panel	
																		ent	er a	da	te.				
		Da	ate	Tiı	me													Ś					Actions		
	Approval number	From		From		Conducting Agency	Name of the program	Brief description of the	Venue	Snonsoring Agency	evel	Conducting or	Individual or team	Team memhers	Brief descrintion of role	Remarks	Number of participants	Number of prize winners	Amount spent if anv	ist of unloaded	Status				
	Al	Fr	$T_{0}$	$\mathbf{Fr}$	To	Ŭ	Ÿ	Br	V	S	I e	Ŭ	In	Ē	Br	Re	Ī	Ź	A1	1.1	$\mathbf{St}$				
																						UPD	ATE		
	PPL																								
Ins	truct			daf	14 1	:	1	.1.1	d:	-1	. NT		~ +					:41-		~ <b>:</b>	~ <b>4</b> : -				
					ult l														-	-			4 - 4 1-		
					ora 19 SSIC								-				-		•		Da	nd the s	status is sh	own as	
												-									БЦ		סו		
															- U							) by HC er T + 3			
					nissi						-												uays.		
									-														ACCEPT	FD	
			-		-																		played in t		
					atus TS s			11 1		ĽD	, u		, intr	y 15	1101	un	spia	iyeu	ne		Jui		played ill t	ne	
				511	-~ 0		• • •																		

INPUT FORM for ADD and EDIT but	tons in LIST PANEL(NSS activities)					
Approval reference number: select						
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Conducting Agency (auto fetch)	Name of the program (auto fetch)					
Brief description of the program :	Sponsoring Agency: (auto fetch)					
(auto fetch)						
Level: (auto fetch)	Venue : (auto fetch)_					
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)					
Role:(self / Team Leader / Team	Brief					
member)	description of role:					
Remarks:	Amount spent					
	if any:					
	UPLOAD Invitation letters, reports ets., can be uploaded					
ADD PARTICIPANTS AND PRIZE WINNERS						
SAVE	SUBMIT					
Instructions:						
1. 'Add participants and prize winner	s' button and Amount spent field are					
enabled for Team Leader or self an	d disabled for Team member.					

INPUT FORM	I for ADD PART	ICIPANTS AND P activiti	RS button in LIS	T PANEL(NSS
Course: select Batch: select (and / or ) Excel upload Display the names of all students in the selected batch	Display all the prizes		The names of the partic be moved to this box	ipating students should
/ excel upload	LIST OF PRIZES FIRST PLACE SECOND PLACE THIRD PLACE WINNERS RUNNERS FIRST RUNNERS SECOND RUNNERS CERIFICATE OF EXCELLENCE CERTIFICATE OF PARTICIPATION NIL OTHERS	÷	List of participants NAME OF THE STUDENT	s and prize winners POSITION / PRIZE
		SAVE		

#### +home/stakeholders/faculty/rae/question paper setting

	LIST PANEL (question paper setting)													
Fre	om: Click	here to	enter	a date.	To: Cli	ck here	to enter	a date.		Search Panel				
		Ti	me							Actions				
	Date	From	To	Batch	Subject	Internal or external	Topics covered	Duration of the exam / test	List of uploaded					
										EDIT DELETE				

## ADD

- The default list should display N most recent entries with pagination.
   EDIT, DELETE buttons are disabled after 3 days of the DATE field in the above table

Date: Click here to enter a date.	Internal or External: select							
From: Enter starting time	To: Enter ending time							
Subject : select	Topic:							
Concepts covered:	ration of exam / test: in hours and minutes							
UPLOAD Question paper and the	e key should be uploaded							
SAVE								

#### +home/stakeholders/faculty/rae/invigilation

	LIST PANEL (invigilation)           From: Click here to enter a date.         To: Click here to enter a date.         Search Panel												
Fro	m: Click h	nere to	enter a		Search Panel								
		1		[									
		Ti	me			st				Actions			
	Date	From	To	Subject	Internal or external	Name of the exam / test	Duration of the exam / test	Number of students	List of uploaded documents with link				
										EDIT DELETE			

# ADD

- 1. The default list should display N most recent entries with pagination.
- 2. EDIT, DELETE buttons are disabled after 3 days of the DATE field in the above table

INPUT FORM FOR LIST PANEL (invigilation)										
Date: Click here to enter a date.	Internal or External: select									
From: Enter starting time	To: Enter ending time									
Subject : select	Name of the exam:									
Number of students:	Duration of exam / test: in hours ar									
UPLOAD Invigilation orders, if any ,should	be uploaded									
SAVE										
Instructions:										
1. The entry should be made within 3 days. After	•									
2. If T is today, except T, T-1, T-2 and T-3 date	s other dates are locked.									

#### +home/stakeholders/faculty/rae/evaluation

	LIST PANEL (evaluation)												
Fro	m: Click l	here to	enter a	date.		Search Panel							
		Ti	me							Actions			
						/ test							
					П	1 / t	exam		link				
					srne	exam	ex	pts	d 1 li				
					or external		the	scripts	List of uploaded documents with				
					or e	the	of	)f	olo ts v				
				t		of	Duration test	<b>_</b>	List of uple documents				
	fe	ш		Subject	Internal	Name	rati t	Number evaluate	t o: cun				
	Date	From	To	Sul	Int	Na	Dur test	Nu evɛ	Lis doc				
										EDIT DELETE			

## ADD

- The default list should display N most recent entries with pagination.
   EDIT, DELETE buttons are disabled after 3 days of the DATE field in the above table.

INPUT FORM FOR LIS	T PANEL (evaluation)										
Date: Click here to enter a date.	Internal or External: select										
From: Enter starting time	To: Enter ending time										
Subject : select	Name of the exam:										
No. of scripts evaluated: select	Duration of exam / test: in hours and minutes										
UPLOAD Evaluation orders, if any ,sh	ould be uploaded										
SAVE											
Instructions:											
1. The entry should be made within 3 days.	After 3 days the dates are locked.										
2. If T is today, except T, T-1, T-2 and T-3	dates other dates are locked.										

#### +home/stakeholders/faculty/rae/practical viva

	LIST PANEL (practical viva)													
Fr	om: Click	here t	o ente	r a date	To:	Click h	ere to e	enter a c	late.		Search Panel			
		T												
		Ti	me			test					Actions			
	Date	From	To	Subject	Internal or external	Name of the exam / te	Practical / Viva	Duration	Number of students examined	List of uploaded documents with link				
											EDIT DELETE			

## ADD

- The default list should display N most recent entries with pagination.
   EDIT, DELETE buttons are disabled after 3 days of the DATE field in the above table

INPUT FORM FOR LIST	PANEL (practical viva)					
Date: Click here to enter a date.	Internal or External: select					
From: Enter starting time	To: Enter ending time					
Subject : select	Name of the exam:					
Viva or practical : select	Is it Assignment					
Duration of practices/viva: in hours and	No. of students examined: select					
minutes						
UPLOAD Practical/Viva orders, if any	y ,should be uploaded					
CA	XII					
SA	VE					
Instructions:						
1. The entry should be made within 3 days	After 3 days the dates are locked.					
2. If T is today, except T, T-1, T-2 and T-	3 dates other dates are locked.					

Home/ stakeholders/faculty/rae/cia

		LISTE	PANEL (cia)						
Subject	Theory / practical	Type and number of Internal Assessments	List of uploaded documents if any	Links					
	Theory	Test - 1		notification , post question paper and key , enter marks, preview					
	Theory	Test - N		notification, post question paper and key , enter marks, preview					
	Theory	Assignment – N		notification, enter marks, preview					
	Theory	Attendance		attendance preview					
	preview consolidated internal marks, generate consolidated internal marks								
	Practical	Practical - 1		enter marks for Practical ,preview					
		ADD							
	preview co	onsolidated internal	marks, generate conso	lidated internal marks					

- 1. Based on the subjects assigned to the faculty and the CIA template attached to the subject, each component should be displayed with links.
- 2. Preview and Generate Consolidated Internal marks links should be given for each subject.
- 3. Notification link is enabled and post question paper and key, Enter marks and preview links are disabled by default.
- 4. Notification link is disabled after expiry of the date of internal test and post question paper and key or Enter marks link as the case may be are enabled.
- 5. Post question paper and key is disabled after3 days from the date of internal test.
- 6. Enter marks is disabled after 15 days from the date of internal test and preview button is enabled.
- 7. Generate Consolidated Internal marks link will be enabled by the nodal officer of the college. Once this link is clicked, all the entries for the subject are not listed. The Consolidated Internal marks for each subject are displayed to the students
- 8. For attendance component, preview button is enabled by default.

INPUT FORM for notification	n link in LIST PANEL (cia)				
Batch: (auto fetched)	Subject: (auto fetch)				
Title of the	scription of the				
Internal Assessment:	Internal Assessment:				
Date of Internal Assessment / Last date					
for submission: Click here to enter a					
date.					
From: Enter starting time	To: Enter ending time				
UPLOAD Relevant material, if any ,s	hould be uploaded				
SA	AVE				
Instructions:					
1. For assignment, from and to time	is not needed,				
C I	ould be available to the concerned students.				

INPUT FORM for post question pa	per and keyin LIST PANEL (cia)								
Batch: (auto fetched)	Subject: (auto fetch)								
Title of the	Description of the								
Internal Assessment: (auto fetched)	Internal Assessment: (auto fetched)								
Date of Internal Assessment / Last date									
for submission: (auto fetched)									
From: (auto fetched)	To: (auto fetched)								
UPLOAD Question paper and key sho									
SA	SAVE								
Instructions:									
1. The entry should be made within After 3 days, the dates are locked	3 days of the Date of Internal Assessment.								
	uld be available to the concerned students.								

Batch: (auto fetched)	Subject: (auto fetch)	Title of the Internal Assessment: (auto fetched)
Reg.No	Name of the student	Marks
List the Registration number (auto fetched)	List the student name (auto fetch)	
the dates are locked.	<b>SAVE</b> le within 15 days of the Date of Internal <i>A</i> ation should be available to the concerned	•

Batch: (auto fetched)	Subject: (auto fetch)	List of experiments Choose an item.					List of experiments Choose an item.						
Reg.No	Name of the student	Marks	Marks	Marks									
List the Registration number (auto fetched)	List the student name (auto fetch)												
				SAVI									
the date 2. Once p	try should b es are locked osted, the ir on the select	d. Iformatio	n should	days of the	e Date of le to the	concer	ned stuc	lents.		-			

From: Click or tap to enter a date. Batch: (auto fetched)	DISPLAY PANEL (attendance To: Click or tap to enter a Subject: (auto fetch)		Search Panel
Reg.No Name of the student	Total hours Taken	Total hours Attendended	Percentage

Home/stakeholders/faculty/assigned tasks

		List of assigned tas	ks	
Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:
Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:		

- 1. Each box represents a task
- 2. Bottom green strip represents % of completion of the task as assessed by the assignor.
- 3. Click on the box to open Task Update Form.

		TASK UP	DATEFORM FOR	DISP	LAY PANEL(assigned ta	asks)		
	Descriptio	n of the task: (a	auto fetch)	Task assigned by: (auto fetch)				
	Date of as	signment: (auto	o fetch)	Last date for comple	tion: (auto fetch)			
	List of facu	ilty to whom ta	isk is assigned: (a	Uploaded document	ts: (auto fetch)			
	fetch)							
				Stat	tus			
	Date	Time	Faculty name	Upd	ating remarks	Uploaded		
						documents		
		<u> </u>						
	Update re	marks: l						
	UPLOA	D Upload do	ocuments, If any					
				SA	VE			
Ins	tructions:							
	1. In the	status box entr	ies made by the	assig	nor are in different co	blour		

#### Home/stakeholders/faculty/meetings

		List of meetings		1
Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close
Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:		

- 2. Click on the box to open Meeting Update Form.
- 3. After the date of marking close the box is deleted.

		MEETING	G UPDATE FORM	FOR	DISI	PLAY PANEL(meeting	gs)			
						Meeting called by: (auto fetch)				
						Time of meeting: (auto fetch)				
	Venue: (auto	fetch)								
	List of faculty fetch)	/ to whom ta	sk is assigned: (a	Uploaded documents: (auto fetch)						
				Stat	tus					
	Date	Date Time Faculty name				ng remarks	Uploaded			
							documents			
	Update rema	arks:								
	UPLOAD	Upload do	ocuments, If any							
				SAV	VE					

# +home/stakeholders/faculty/teaching material

								ching ma		)		
From	m: Clic	k hei	e to e	enter a d	late. T	o: Click	here to e	nter a dat	e.		Search Panel	
	Prepara										Actions	
		tio	on					ior	rial	led ith		
	Time						i	ate	oac w			
	tio				G			esci	, m	upl		
	ara	U		rse	este	ect	S	f de ate	ol	of 1 Ime		
	Preparation Date	From	0	Course	Semester	Subject	Topic	Brief description of material	Type of material	List of uploaded documents with link		
	D	Ľ,	To	С	Ň	Ś	L	o B	Ĺ	ЦdГ		
											<b>EDIT DELETE</b>	
A	DD											
Inst	ruction	s:										
	1. The	e defa	ault li	st shoul	d display	v N most	recent er	ntries with	n pag	ination.		

INPUT FORM FOR LIST	PANEL (teaching material)			
Preparation date: Click here to enter a date.				
From: Enter starting time	To: Enter ending time			
Course :select	Semester :select			
Subject : select	Topic:			
Brief description of material / content:	Type of material: : select			
UPLOAD Upload the teaching material onl	y. Do not upload teaching plan.			
S	AVE			

home/stakeholders/faculty/mentor system

LIST PANEL (mentor system)							
From: Click here to enter a date.				To: (	To: Click here to enter a date.		
Nature of the issue : sel	lect			Sear	ch:		
Reg. no. of the student Name of the student Date	Type of Problem Description of the problem	Progress report	Next date of review	No. of Mentoring sessions conducted	Actions		
					EDIT DELETE REVIEW		

## ADD

- The default list should display N most recent entries with pagination.
   EDIT, DELETE buttons are disabled after 3 days of the DATE field in the above tables

INPUT FORM for ADD and EDIT	buttons in LIST PANEL(mentor system)				
Enter Reg. No.	Name of the student: (auto fetch)				
Date : Click here to enter a date.	Nature of the problem : select				
Description of the					
problem:					
SAVE Instructions:					
1.The entry should be made within 3 da	• •				
2. If T is today, except T, T-1, T-2 and	T-3 dates other dates are locked.				

Reg. No.: (auto fetch)Name of the student: (auto fetch)						
Nature of the problem	: (auto fetch)	Problem: (auto fetch)				
Date : Click here to en	ter a date. Mode of Mentoring : select					
Enter the Progress:	xt Review : Click here to enter a date.					
Instructions: 1. The entry should be made within 3 days. After 3 days the dates are locked. 2. If T is today, except T, T-1, T-2 and T-3 dates other dates are locked.						

+home/stakeholders/faculty/leave management/apply or cancel leave and joining report

		oining report)					
Fı	om: Cli	ck here to er	nter a	To: C	Click here to	o enter a	Search Panel
da	date.			date.			
			Dura	ation	ts		Actions
					ien		
	ve				una		
	lea				doc		
	of I	c			lede nk		
	De C	IOSI	В		t of oad h li	tus	
	Type of Leave	Reason	From	To	List of uploadeddocuments with link	Status	
			_			•1	
							EDIT DELETE
							CANCEL
							JOINING REPORT

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. On approval / non approval, the status is APPROVED / NOT APPROVED
- 5. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 6. On APPROVD status, CANCEL button is enabled.
- 7. If type of leave is not CL, after the expiry of the leave period, CANCEL button is disabled and JOINING REPORT BUTTON is enabled.
- 8. On expiry of leave period or after the joining report is accepted, the status is changed to COMPLETED and the entry is NOT listed.
- 9. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 10. Once request for cancellation is processed the status is changed to FULLY CANCELLED / PARTIALLY CANCELLED.

]	INPUT FORM for APPLY and EDIT button LIST PANEL (apply or cancel leave and joining report)						
	Type of Leave : select   Reasons:						
	From: Click here to enter a date.	To: Click here to enter a date.					
	UPLOAD upload documents if any						
	SAVE	SUBMIT					

	INPUT FORM for CANCEL button LIST PANEL (apply or cancel leave and joining report)						
1000							
Type of Leave: (auto fetch)	Reasons for leave: (auto fetch)						
Leave applied From: (auto fetch)	Leave applied From: (auto fetch)						
Reasons for							
Cancellation:							
Cancel From: Click here to enter a date.	Cancel To: Click here to enter a date.						
UPLOAD upload documents if any							
SUB	BMIT						

II	INPUT FORM for JOINING REPORT button LIST PANEL (apply or cancel leave and joining report)						
	Date of Joining : Click here to enter a date.   Joining Report:						
	UPLOAD upload documents if any						
	SUB	MIT					

#### home/stakeholders/faculty/leave management/out of campus

	LIST PANEL (out of campus)							
F	From: Click here to enter a date.				Click her	e to enter a d	late.	Search Panel
	<u>ب</u>			Ti	me	S		Actions
	lbe					ent		
	un					un		
	Permission number					List of uploadeddocuments with link		
	ssio		C.			ledi		
	mis	e	Reason	ш		List of uploadedd with link	sm	
	Per	Date	Rea	From	To	List uplo with	Status	
	_	Ι	Π	Η	L '	I I	•	
								EDIT DELETE

#### APPLY

- 1. Form is submitted to the HOD.
- 2. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 3. On submission, the status is SUBMITTED.
- 4. On approval / non approval, the status is APPROVED / NOT APPROVED
- 5. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 6. On APPROVD status, CANCEL button is enabled.
- 7. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 8. Once request for cancellation is processed the status is changed to FULLY CANCELLED / PARTIALLY CANCELLED.
- 9. After expiry of one hour from the ending time, the status is changed to COMPLETED and the entry is NOT listed

INPUT FORM for APPLY PERMISSION and EDIT button LIST PANEL (out of							
campus)							
Date: Click here to enter a date.   Reasons:							
Time From: Start time.Time To: End time.							
UPLOAD upload documents if any							
SAVE SUBMIT							
Instructions: 1. If T is today, only T, T+1, T+2 and T+3 dates are enabled and other dates are locked							

INPUT FORM for CANCEL butto	on LIST PANEL (out of campus)					
Date : (auto fetch)	Reasons for permission: (auto fetch)					
Permission applied From time: (auto	Permission applied To time: (auto fetch)					
fetch)	remission applied to time. (auto recen)					
Reasons for						
Cancellation:						
Cancel From time : Start time	Cancel To time : End Time					
UPLOAD upload documents if any						
SUB	MIT					

# +home/stakeholders/faculty/Live\_Class\_Room

	LIST PANEL (Live_Class_Room_Links)									
Fro	From: Click here to enter a date. To: Click here to enter a date.									
	Subject	Description	Meeting Title	Meeting Date	Meeting Duration (Minutes)	Meeting URL	Meeting Password (If any)	Action		
								EDIT	DELETE	
A	<b>NDD</b>									

INPUT FORM for ADD and EDIT buttons in LIST PANEL(Live_Class_Room _Links)							
Batch: select							
Description							
Meeting Date Click here to enter a date.							
Meeting URL							
SAVE SUBMIT							

+home/stakeholders/faculty/important\_Links

LIST PANEL (important_Links)								
Subject	Description of	URL	Action					
	Resource							
			EDIT DELETE					
ADD								

INPUT FORM for ADD and EDIT buttons in LIST PANEL(Live_Class_Room _Links)				
Subject: select	Batch: select			
Description of Resource				
SAVE SUBMIT				

+home/stakeholders/faculty/question\_paper

INPUT FORM for ADD and EDIT buttons in LIST PANEL(Question_paper)							
Subject: select	Year of Exam select						
Semester ALL	Academic year: select						
UPLOAD Question Paper	UPLOAD Question Key						
SAVE SUBMIT							
Instruction							
1.Subject is Assigned by Directorate who has been assigned Subject Expert							
2.This Module should be enabled to the	m alone not to all staff						

# Home/stakeholders/faculty/dashboard/timetable

DISPLAY PANEL (faculty time table)								
Academic year: select					Semeste	Semester: select		
Department: select					Name of Faculty: select			
	S.	Day	Period	Tin	ne	Subject	Subject	Batch
	No.		number	From	То	code	name	Code

	DISPLAY PANEL (student timetable)							
Academic year: select			Semester: select					
Course: select			Batch: select					
	-							
	S.	Day	Period	Tir	ne	Subject	Subject	Name of
	No.		number	From	То	code	name	the
								faculty

Home/stakeholders/faculty/dashboard/academic calendar

DISPLAY PANEL (academic calendar)					
Academic year: select			Semester: select		
From :Click here to enter	To :Click here to enter a date.				
S. Date No.		Date	List of events		

Home/stakeholders/Faculty/Online\_Exam

	LISTI	PANEL (Online Exam)		
a Take	exam			El Dastriboard / Tallet
Copy	Excel CSV MDF			Search
=	* Name	Exam Status	Duration	Action
1	ICT Exam - Taken	One Time	10	Take exam
2	Class Test - Exprest	Multiple Time	10	Take exam
3	Quiza Test - Expresit	One Tene	0	Take evan
ă.	Pre Test - Retakan	Mutuple Time	0	Take man
Showing	3 to 4 of 4 entries			Previous 1 Tae
Worl	uction king Demo Model is present in U ://codecanyon.net/item/inilabs-s e Model to be implemented		ress/11630	<u>340</u>

INPUT FORM for Take Exam button LIST PANEL (Online Exam)							
		Pre Test					
QUESTION 1 GE-50 India Wen The World Dialeppetates Of Crickes Defeating Palatas in The Final By 5 Wickstu Wen Wen The Men Of Teamartees?	T Mark	1 2 3 4 5 6 7 8					
		9 10 11 12 13 14 15 16					
agi las		17 18 19 20 21 22 23 24					
		25 26 27 28 29 30 31 32					
INVESTIGATE AND FOR REVEN & NOT RELET		.33 .34 .25 .36 .37 .38 .39 .40					
		41 42 43 44 45 46 47 48					
		-60 -50					
		Summary					
		a Arowerst a Marked					
		0 Net Artowerse SO Recolution					

HOD Module

1. Academic Calendar cum Daily	2. <u>Subject Allocation</u>
Planner	
<u>1.1 Update Calendar</u>	
3. Time table	4. Management of Free/Released
	periods and classes beyond working
	hours
	4.1 <u>Class beyond working</u>
	hours/Free period allotment
	4.2 <u>Release period requests</u>
5. Assign Class In-charge	6. Assign Mentors to Students
7. Process Permission for conduct of	8. Process Permission for participation
Academic, Co-Curricular, Extra-	in Academic, Co-Curricular, Extra-
Curricular or Non-Academic	Curricular or Non-Academic
Activities by faculty	Activities by students
· ·	Activities by students
7.1 Permission for Remedial Class	
7.2 <u>Permission for Career</u>	8.1 Process leave applications
Counselling	submitted by Student
7.3 Permission for Study Visits	8.2 Process cancellation of leave
7.4 Permission for Seminars /	<u>applications</u>
Workshops	8.3
7.5 Permission for Sports Activities	
7.6 Permission for Cultural	
Activities	
7.7 Permission for NCC Activities	
7.8 Permission for NSS Activities	10 1
9. Process Record of Activities	10. Leave management
submitted by faculty	10.1 <u>Apply leave / cancel leave /</u>
9.1 <u>Remedial Classes</u>	joining report for self
9.2 Career Counselling	10.2 <u>Apply for permission to</u>
9.3 <u>Study Visits</u>	<u>leave campus / cancel</u>
9.4 Seminar / Workshops	permission to leave campus for
9.5 Sports Activities	self
9.6 Cultural Activities	10.3 Process leave applications
9.7 NCC Activities	submitted by faculty
9.8 NSSActivities	10.4 Process permission to leave
7.0 INSSACUVILLES	
	campus applications submitted
	by faculty
	10.5 <u>Process cancellation of leave</u>
	<u>applications</u>
	10.6 Process cancellation of
	permission to leave campus
	applications
	10.7 Process joining reports
	submitted by faculty
11 Assignment and Manitoring of	
11. <u>Assignment and Monitoring of</u>	12. <u>Meetings</u>
Tasks	
13. <u>Record of Student Progression</u>	14. <u>Syllabus</u>

15. Reports	16. Dashboard

Home/stakeholders/hod/update calendar

DISPLAY PANEL (update calendar)							
<< < >			ugust 2020			eek Day	
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
26	27	28	29	30	31	1	
2	3	4	5	6	7	8	
9	10	11		13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31	1	2	3	4	5	

- 4. When any date is clicked, it will open event input form
- 5. Background color and their meaning:
  - 5. Blue: Instructional day
  - 6. Green: Non-Instructional day
  - 7. Red: Public holiday
  - 8. Orange: Vacation
- 6. Each colored strip represents a type of event

## EVENT INPUT FORM for DISPLAY PANEL (update calendar)

Type of the Event :select	
Event Title:	Select Color: (color picker)
From: Click here to enter a date.	To:Click here to enter a date.
Radio buttons for public / private	
	SAVE
notructions:	

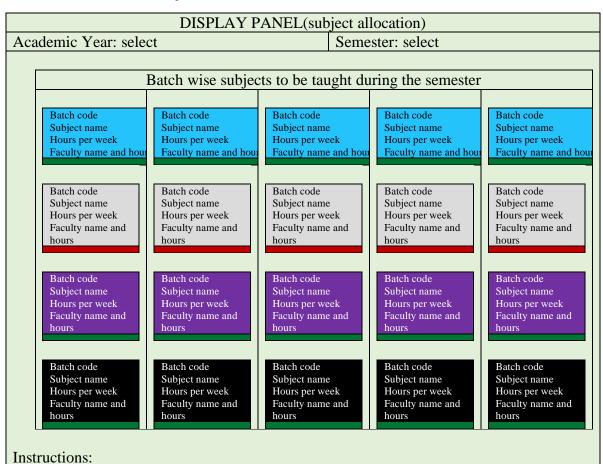
Instructions:

4. Event title and select color are enabled only when type of the event is others.

5. Default radio button is private.

6. Public events are only propagated

Home/stakeholders/hod/subject allocation



- 1. Each color represents a batch
- 2. Red strip at the bottom indicates subject allotment is not complete for that batch
- 3. Green strip at the bottom indicates subject allotment is complete for that batch
- 4. Click a batch to open Subject Allotment Form
- 5. Click ability is enabled by the collage admin

# SUBJECT ALLOTMENT FORM FOR DISPLAY PANEL(subject allotment)

Academic Year: (auto feto	ch)	Semester: (auto fetch)		
Batch: (auto fetch)		Subject Name: (auto fetch)		
No of hours per week for (auto fetch)	this subject:			
Name of the faculty: select	Hours allotted	: select	Total hours for faculty: (auto fetch)	
Name of the faculty: select	Hours allotted	: select	Total hours for faculty: (auto fetch)	
Name of the faculty: select	Hours allotted	: select	Total hours for faculty: (auto fetch)	
	SAV	Έ		

Home/stakeholders/hod/time table

DISPLAY PANEL (time table)							
Academic Ye	ear: select			Seme	ster: select		
	1	2	3	4	5	6	7
Monday	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
Tuesday	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
Wednesday	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name
	Batch	Batch	Batch	Batch	Batch	Batch	Batch
	code	code	code	code	code	code	code
	Subject	Subject	Subject	Subject	Subject	Subject	Subject
	name	name	name	name	name	name	name
	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty	Faculty
	name	name	name	name	name	name	name

|          | Batch   |
|----------|---------|---------|---------|---------|---------|---------|---------|
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
| Thursday | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
| Friday   | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
| Saturday | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |
|          | Faculty |
|          | name    |
|          | Batch   |
|          | code    |
|          | Subject |
|          | name    |

Faculty nameFaculty nameFaculty nameFaculty nameFaculty nameFaculty nameFaculty nameFaculty nameFaculty name
---

- 1. Each color represents a batch.
- Click a cell to open Add Time Table Form
   Click a batch to open Edit/Delete Time Table Form
- 4. Click ability is enabled by the collage admin

Academic Year: (auto fetch)	Semester: (auto fetch)					
Period No. : (auto fetch)	Batch: select					
Subject: selectFaculty Name: (auto fetch)						
SAVE						

ISPLAY PANEL(time table)
Semester: (auto fetch)
Batch: select (auto fetch and editable)
Faculty Name: (auto fetch)
DELETE

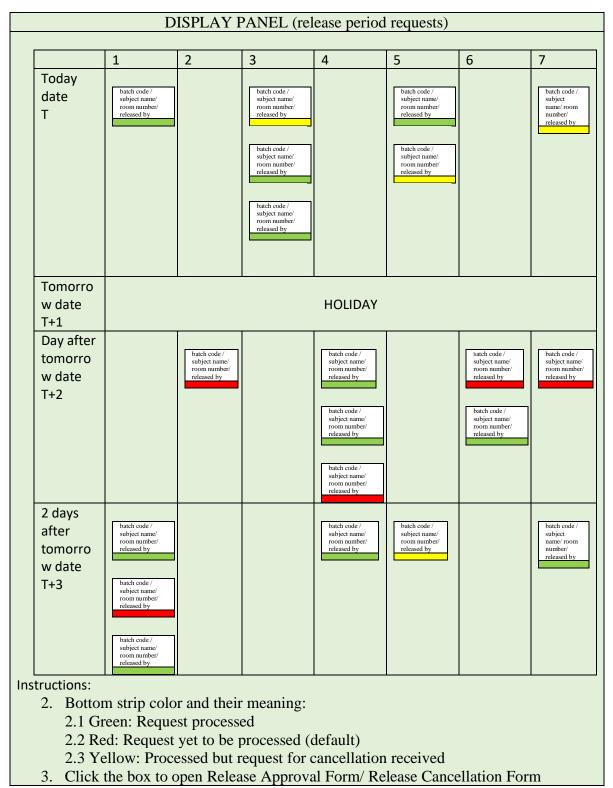
	1	2	3	4	5	6	7	Beyon Worki Hours
Today date T	batch code / subject name/room number/ released by/ allotted to		batch code / subject name room number / released by/ allotted to		CLIBBED CLASS batch code / subject name/ room number/ released by/ albted to batch code / subject name/ room number/ released by/ albted to		butch code / subject name/room number/ released by/ allotted to	batch code / subject name room number time from/ time to/ request by
Tomorrow date T+1	COMBIN batch code / subject name / room number/ time from / time to/ request by	ED CLASS batch code / subject name/ room number/ time from/ time to/ request by		HO				
Day after tomorrow date T+2	HOLIDAY							
2 days after tomorrow date T+3	batch code / subject name/room number/ released by/ allotted to			batch code / subject name/room number/ released by/ allotted to	batch code / subject name/ room number/ released by/ allotted to		batch code / subject name/room number released by/ allotted to	batch code / subject name, room number released by/ allotted to

Home/stakeholders/hod/Free period or extra class management

6. Bottom strip color and their meaning:

- 1.1 Green: Allotted
- 1.2 Red: Yet to be allotted(default)
- 1.3 Yellow: Allotted but request for cancellation received
- 7. Hovering the box will display the list of faculty who are requesting the class for allotment
- 8. Click the box to open allotment form

ALLOTMENT FORM FOR DISPLAY PANEL(Free period or extra class management)					
Date: (auto fetch)	Period no.: (auto fetch)				
Time from : (auto fetch)	Time to: (auto fetch)				
Batch: (auto fetch)	Subject: (auto fetch)				
Released by: (auto fetch)	Requested by: (auto fetch)				
Allot to: select	Combined class: (radio buttons yes or no)				
ALLOT					



## RELEASE APPROVAL FORM FOR DISPLY PANEL (release period requests)

Date: (auto fetch)	Course: (auto fetch)
Batch: (auto fetch)	Period Number: (auto fetch)
Subject: (auto fetch)	Reasons for release: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)

## APPROVED NOT APPROVED

### RELEASE CANCELLATION FORM FOR DISPLY PANEL (release period requests)

Date: (auto fetch)	Course: (auto fetch)
Batch: (auto fetch)	Period Number: (auto fetch)
Subject: (auto fetch)	Reasons for release: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)

### APPROVED NOT APPROVED

#### Home/stakeholder/hod/Assign Class in Charge

DISPLAY PANEL(Assign Class in Charge)									
Academic Year: select Semester: select									
Batche	es to be assigned w	ith the class in c	harges during the se	emester					
Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned					
Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned	Batch code In charges assigned					

Instructions:

- 1. Each box represents a batch
- 2. Red strip at the bottom indicates class in charges is not yet assigned for that batch
- 3. Green strip at the bottom indicates class in charges has been assigned for that batch
- 4. Click a batch to open Class in Charge Assignment Form
- 5. Click ability is enabled by the collage admin

CLASS IN CHARGE ASSIGNEMENT FORM FOR DISPLAY PANEL(Assign Class in Charge)

Academic Year: (auto fetch)	Semester: (auto fetch)
Batch: (auto fetch)	List of all the faculty with checkboxes
ASS	IGN

Home/stakeholders/hod/Assign Mentors

Academic Year:	select		Semeste	er: select	
No. of batches: (	auto fetch)		No. of s	students: (auto fet	ch)
No. faculty: (aut	o fetch)		Student	s per teacher: (au	to fetch)
No. of Students a	assigned to mento	ors:	Percent	age of students as	ssigned to
(auto fetch)			mentors	s: (auto fetch)	
Faculty name No. students assigned	Faculty name No. students assigned	Faculty na	ame nts assigned	Faculty name No. students assigned	Faculty name No. students assi
110. students assigned	110. students assigned	110. studes		Tto: students assigned	Tto: students assi
Faculty name	Faculty name	Faculty na		Faculty name	Faculty name
No. students assigned	No. students assigned	No. stude	nts assigned	No. students assigned	No. students assi
Faculty name	Faculty name	Faculty na	ame	Faculty name	Faculty name
No. students assigned	No. students assigned	No. stude	nts assigned	No. students assigned	No. students assi
Faculty name	Faculty name	Faculty na		Faculty name	Faculty name
No. students assigned	No. students assigned	~	nts assigned	No. students assigned	No. students assi
Faculty name No. students assigned	Faculty name No. students assigned	Faculty na	ame nts assigned	Faculty name No. students assigned	Faculty name No. students assi

- 1. The bottom strip color indicates number of students assigned as a percentage of number of students per teacher. (0% green → 100% red).
- 2. For each faculty there is one box.
- 3. Hovering above the box will display the list of the students assigned
- 4. Click the box to open Student Assignment Form

# STUDENT ASSIGNMENT FORM FOR DISPLAY PANEL(Assign mentors)

Academic Y	ear: (auto fetch)	Semester: (auto fetch)			
Faculty nam	e: (auto fetch)	No. of students already assigned: (auto			
		fetch)			
Excess/Defic	cit: (calculate)				
List of stude	nts already assigned with	Batch: select			
checkboxes		List of students to be assigned with			
		checkboxes			
Checkbox	Name of the student				
		Checkbox Name of the student			
	AS	SIGN			

+home/stakeholders/hod/Permission/remedial classes

LIST PANEL (Remedial Classes)									
Name of theTopicDateTime FromStatusActions									
lty			PIOIII	10					
						PROCESS			
	e of llty		e of Topic Date	e of Topic Date <u>Tir</u> From	e of Topic Date Time From To	e of Topic Date Time Status From To			

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCES	PROCESS FORM FOR LIST PANEL(Remedial Class)								
Date: (Auto Fetch)		Venue: (Auto Fetch)							
From: (Auto Fetch)		To: (Auto Fetch)							
Topic: (Auto Fetch)		Concept to be Covered: (Auto Fetch) Brief Description of Role: (Auto Fetch)							
Role Played: (Auto F	etch)								
Expected Number of	Students : (Auto	Expected Expenditure: (Auto Fetch)							
Fetch)									
Remark:		Action: Cancelled							
	SUBN	1IT							

+home/stakeholders/hod/Permission /careercounseling

LIST PANEL (Career Counseling)									
Name ofTopicDateTimeStatusActions									
the	1		From	То					
Faculty									
						PROCESS			

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL(Career Counseling)						
Date From: (Auto Fetch)	Date To: (Auto Fetch)					
Time From: (Auto Fetch)	Time To: (Auto Fetch)					
Conducting Agency: (Auto Fetch)	Venue: (Auto Fetch) Concepts to be covered: (Auto Fetch)					
Topic: (Auto Fetch)						
Conducting or Participating : (Auto	Individual or team : (Auto Fetch)					
Fetch)						
Expected Expenditure: (Auto Fetch)	Team Members: (Auto Fetch)					
Remark:	Action: select					
SU	BMIT					

+home/stakeholders/hod/Permission /study visit

 LIST PANEL (Study Visit)								
Name ofPlace ofDateTimeStatusActions								
the	Visit		From	То				
Faculty								
						PROCESS		

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL(Study Visit)						
Date From: (Auto Fetch)	Date To: (Auto Fetch)					
Time From: (Auto Fetch)	Time To: (Auto Fetch)					
Place of Visit: (Auto Fetch)	Purpose of visit: (Auto Fetch)					
Conducting or Participating: (Auto Fetch)	Concepts to be covered: (Auto Fetch)					
Conducting or Participating: (Auto Fetch)	Individual or team: (Auto Fetch)					
Expected Expenditure: (Auto Fetch)	Team Members: (Auto Fetch)					
Uploads, if Any (Auto Fetch)						
Remark:	Action: Cancelled					
	1					
SUBN	/IIT					

+home/stakeholders/hod/Permission /seminar workshop

 LIST PANEL (Seminar Workshop)								
Name ofTopicDateTimeStatusActions								
the Faculty	1		From	То				
						PROCESS		

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL(Seminar Workshop)					
Date From: (Auto Fetch )	Date To: (Auto Fetch)				
Time From: (Auto Fetch)	Time To: (Auto Fetch)				
Type of Program: (Auto Fetch)	Conducting Agency (Auto Fetch)				
Level: (Auto Fetch)	Sponsoring Agency: (Auto Fetch)				
Venue: (Auto Fetch)	Topic : (Auto Fetch)				
Conducting or Participating : (Auto	Individual or Team: (Auto Fetch)				
Fetch)					
Participants: (students only / faculty only /	Expected Expenditure: (Auto Fetch)				
both / others )					
Role: (Self / Team Leader / Team	Uploads, if Any: (Auto Fetch)				
Member)					
Remark:	Action: Cancelled				
SUBN	/IIT				

+home/stakeholders/hod/Permission /Sports Activities

 LIST PANEL (Sports Activities)								
Name of         Name of         Date         Time         Status         Actions								
the	the event		From	То				
Faculty								
			PRO					

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST F	PROCESS FORM FOR LIST PANEL(Sports Activities)							
Date From: (Auto Fetch)	Date To: (Auto Fetch)							
Time From: (Auto Fetch)	Time To: (Auto Fetch)							
Name of the event : (Auto Fetch)	Event Level: (Auto Fetch)							
Sponsoring Agency: (Auto Fetch)	Conducting Agency (Auto Fetch)							
Venue: (Auto Fetch)	Conducting or Participating : (Auto							
	Fetch)							
Individual or Team: (Auto Fetch)	Role: (Self / Team Leader / Team							
	Member)							
Uploads, if Any (Auto Fetch)								
Remark:	Action: select							
SUBN	/IIT							

+home/stakeholders/hod/Permission /CulturalActivities

 LIST PANEL (Cultural Activities)							
Name ofDateTimeStatusActions							
the	the event		From	То			
Faculty							
				PROCESS			

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST P	PROCESS FORM FOR LIST PANEL(Cultural Activities)							
Date From: (Auto Fetch)	Date To: (Auto Fetch)							
Time From: (Auto Fetch)	Time To: (Auto Fetch)							
Name of the event : (Auto Fetch)	Event Level: (Auto Fetch)							
Sponsoring Agency: (Auto Fetch)	Conducting Agency (Auto Fetch)							
Venue: (Auto Fetch)	Conducting or Participating : (Auto							
	Fetch)							
Individual or Team: (Auto Fetch)	Role:(Self / Team Leader / Team							
	member)							
Uploads, if Any (Auto Fetch)								
Remark:	Action: select							
SUBN	/IIT							

+home/stakeholders/hod/Permission/NCCactivities

	LIST PANEL (NCC Activities)							
Name of theName of the eventDateTimeStatusActionsFromTo							Actions	
	Faculty						PROCESS	

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PANEL(NCC Activities)
Date From: (Auto Fetch)	Date To: (Auto Fetch)
Time From: (Auto Fetch)	Time To: (Auto Fetch)
Name of the program : (Auto Fetch)	Level: (Auto Fetch)
Conducting Agency: (Auto Fetch)	Sponsoring Agency (Auto Fetch)
Venue: (Auto Fetch)	Brief description of the program :
	(Auto Fetch)
Conducing or Participating: (Auto Fetch)	Individual or Team: (auto fetch)
Role:(Self / Team Leader / Team	Uploads, if Any (Auto Fetch)
member)	
Remark:	Action: select
SUBN	4IT

+home/stakeholders/hod/Permission /NSSactivities

LIST PANEL (NSS Activities)								
Name of	Name ofDateTimeStatusActions							
the	the		From	То				
Faculty	program							
						PROCESS		

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED / CANCELLED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PROCESS FORM FOR LIST PANEL(NSS Activities)					
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Name of the program (auto fetch)	Level: (auto fetch)					
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)					
Venue : (auto fetch)_	Brief description of the program :					
	(auto fetch)					
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)					
Role:(Self / Team Leader / Team	Uploads, if Any (Auto Fetch)					
member)						
Remark:	Action: select					
SUBM	ЛІТ					

+home/stakeholders/hod/Process Record/remedialclass

LIST PANEL (Remedial Class)								
Name of theApproval ReferenceDateTimeStatusActionsToToToToToToToTo								
the	Reference		From	То				
Faculty	Number							
						PROCESS		

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

Date: (auto fetch)	Venue: (auto fetch)					
From: (auto fetch)	To: (auto fetch)					
Topic : (auto fetch)	Concepts to be covered: (auto fetch)					
Role played : (auto fetch)	Brief description of role: (auto fetch)					
Amount spent if any: (auto fetch)	Remarks: (auto fetch)					
List of students: (auto fetch)	Uploads, if Any (auto Fetch)					
Remark by HOD:	Action: Report not accepted					

+home/stakeholders/hod/Process Record/career counseling

 LIST PANEL (career counseling)								
Name ofApprovalDateTimeStatusActions								
the	Reference		From To					
Faculty	Number							
						PROCESS		

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST P	ANEL(career counseling)
Date From: (auto fetch)	Date To: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)
Conducting agency: (auto fetch)	Venue: (auto fetch)
Topic : (auto fetch)	Concepts covered: (auto fetch)
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch)
Remarks: (auto fetch	Amount spent if any: (auto fetch)
List Students(auto fetch)	Uploads, if Any (Auto Fetch)
Remark by HOD:	Action: Report accepted and
	completed
SUBN	AIT

+home/stakeholders/hod/Process Record/study visits

LIST PANEL (study visits)							
Name ofApprovalDateTimeStatusActions							
the	Reference		From	То			
Faculty	Number						
						PROCESS	

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST	T PANEL(study visits)
Date From: (auto fetch)	Date To: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)
Place of visit: (auto fetch)	Purpose of visit : (auto fetch)
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)
Role:(self / Team Leader / Team member)	Brief description of role: : (auto fetch)
Remarks: : (auto fetch)	Amount spent if any: : (auto fetch)
List Students(auto fetch)	Uploads, if Any (Auto Fetch)
Remark by HOD:	Action: select
SUBN	<b>/IIT</b>

+home/stakeholders/hod/Process Record/seminar workshop

LIST PANEL (seminar workshop)								
Name ofApprovalDateTimeStatusActions								
the	Reference		From	То				
Faculty	Number							
						PROCESS		

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST PANEL(seminar workshop)					
Date From: (auto fetch)	Date To: (auto fetch)				
Time From: (auto fetch)	Time To: (auto fetch)				
Type of Program: (auto fetch)	Conducting Agency (auto fetch)				
Level: (auto fetch)	Sponsoring Agency: (auto fetch)				
Venue: (auto fetch)	Topic : (auto fetch)				
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)				
Participants: (students only / faculty only /					
both / others )					
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch)				
Remarks: (auto fetch)	Amount spent if any: (auto fetch)				
List Students(auto fetch)	Uploads, if Any (Auto Fetch)				
Remark by HOD:	Action: select				
SUBN	IIT				

+home/stakeholders/hod/Process Record/sports games activities

LIST PANEL (sports games activities)								
Name ofApprovalDateTimeStatusActions								
the Faculty	Reference Number		From	То				
						PROCESS		

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

Date From: (auto fetch)	Date To: (auto fetch)
Time From: (auto fetch)	Time To: (auto fetch)
Name of the event : (auto fetch)	Event Level: (auto fetch)
Venue: (auto fetch)	
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch
Remarks: (auto fetch)	Amount spent if any: (auto fetch)
List of participants and prize winners:	Uploads, if Any (Auto Fetch)
(auto fetch)	
Remark by HOD:	Action: Report accepted and
· · · · · · · · · · · · · · · · · · ·	completed

+home/stakeholders/hod/Process Record/culturalactivities

LIST PANEL (cultural activities)								
Name ofApprovalDateTimeStatusActions								
the	Reference	Duit	From	То	Diatas			
Faculty	Number					PROCESS		

- 1. Initially, the status is PENDING.
- 2. If the report is not accepted the status is REPORT NOT ACCEPTED
- 3. If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST PANEL(cultural activities)						
 PROCESS FORM FOR LIST P	ANEL(cultural activities)					
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Name of the event : (auto fetch)	Event Level: (auto fetch)					
Venue: (auto fetch)						
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)					
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)					
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch)					
Remarks: (auto fetch)	Amount spent if any: (auto fetch)					
List of participants and prize winners:	Uploads, if Any (Auto Fetch)					
(auto fetch)						
Remark by HOD:	Action: select					
SUBM	ЛІТ					

### +home/stakeholders/hod/Process Record/NCCactivities

LIST PANEL (NCC activities)									
Name of	Name ofApprovalDateTimeStatusActions								
the Faculty	Reference Number		From	То					
						PROCESS			

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST PANEL(NCC activities)						
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Name of the event : (auto fetch)	Event Level: (auto fetch)					
Venue: (auto fetch)						
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch) Individual or Team: (auto fetch) Brief description of role: (auto fetch) Amount spent if any: (auto fetch)					
Conducting or Participating : (auto fetch)						
Role:(self / Team Leader / Team member)						
Remarks: (auto fetch)						
List of participants and prize winners:	Uploads, if Any (Auto Fetch)					
(auto fetch)						
Remark by HOD:	Action: select					
SUBMIT						

+home/stakeholders/hod/Process Record/NSS activities

LIST PANEL (NSS activities)						
Name ofApprovalDateTimeStatusActions					Actions	
the	Reference		From	То		
Faculty	Number					
						PROCESS

- 1. Initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST PANEL(NSS activities)							
Date From: (auto fetch)	Date To: (auto fetch)						
Time From: (auto fetch)	Time To: (auto fetch)						
Name of the event : (auto fetch)	Event Level: (auto fetch)						
Venue: (auto fetch)							
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)						
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)						
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch)						
Remarks: (auto fetch)	Amount spent if any: (auto fetch)						
List of participants and prize winners:	Uploads, if Any (Auto Fetch)						
(auto fetch)							
Remark by HOD:	Action: select						
SUBM	SUBMIT						

+home/stakeholders/hod/leave management/apply or cancel leave and joining report

	LIST PANEL (apply or cancel leave and joining report)						
From: Click here to enter a			To: Click here to enter a		o enter a	Search Panel	
da	date.			date.			
			Dura	ation	ts		Actions
					len		
	ve				un		
	,ea				doc		
	of L	L			edank		
	96 C	SOI	В		c of Dad 1 li	sn	
	Type of Leave	Reason	From	To	List of uploadeddocuments with link	Status	
	L '	Ι	I	L ·	י ר ו		
							EDIT DELETE
							CANCEL
							JOINING REPORT

### APPLY

- 11. Form is submitted to the HOD.
- 12. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 13. On submission, the status is SUBMITTED.
- 14. On approval / non approval, the status is APPROVED / NOT APPROVED
- 15. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 16. On APPROVD status, CANCEL button is enabled.
- 17. If type of leave is not CL, after the expiry of the leave period, CANCEL button is disabled and JOINING REPORT BUTTON is enabled.
- 18. On expiry of leave period or after the joining report is accepted, the status is changed to COMPLETED and the entry is NOT listed.
- 19. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 20. Once request for cancellation is processed the status is changed to FULLY CANCELLED / PARTIALLY CANCELLED.

]	INPUT FORM for APPLY and EDIT button LIST PANEL (apply or cancel leave and joining report)				
	Type of Leave : select	Reasons:			
	From: Click here to enter a date.	To: Click here to enter a date.			
	UPLOAD upload documents if any				
	SAVE	SUBMIT			

INPUT FORM for CANCEL button LIST PANEL (apply or cancel leave and joining report)							
1000							
Type of Leave: (auto fetch)	Reasons for leave: (auto fetch)						
Leave applied From: (auto fetch)	Leave applied From: (auto fetch)						
Reasons for							
Cancellation:							
Cancel From: Click here to enter a date.	Cancel To: Click here to enter a date.						
UPLOAD upload documents if any							
SUBMIT							

II	INPUT FORM for JOINING REPORT button LIST PANEL (apply or cancel leave and joining report)					
	Date of Joining : Click here to enter a date.     Joining Report:					
	UPLOAD upload documents if any					
SUBMIT						

#### home/stakeholders/hod/leave management/out of campus

	LIST PANEL (out of campus)							
F	From: Click here to enter a date.			To: C	Click her	re to enter a d	late.	Search Panel
	r			Ti	me	ts .		Actions
	Permission number	Date	Reason	From	To	List of uploadeddocuments with link	Status	
								EDIT DELETE

#### APPLY

- 10. Form is submitted to the HOD.
- 11. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 12. On submission, the status is SUBMITTED.
- 13. On approval / non approval, the status is APPROVED / NOT APPROVED
- 14. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 15. On APPROVD status, CANCEL button is enabled.
- 16. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 17. Once request for cancellation is processed the status is changed to FULLY CANCELLED / PARTIALLY CANCELLED.
- 18. After expiry of one hour from the ending time, the status is changed to COMPLETED and the entry is NOT listed

INPUT FORM for APPLY PERMISSION and EDIT button LIST PANEL (out of campus)				
Date: Click here to enter a date.	Reasons:			
Time From: Start time.	Time To: End time.			
UPLOAD upload documents if any				
SAVE SUBMIT				
Instructions:				
2. If T is today, only T, T+1, T+2 and T+3 dates are enabled and other dates are				
locked				

INPUT FORM for CANCEL button LIST PANEL (out of campus)						
Date : (auto fetch)	Reasons for permission: (auto fetch)					
Permission applied From time: (auto	Permission applied To time: (auto fetch)					
fetch)						
Reasons for						
Cancellation:						
Cancel From time : Start time	Cancel To time : End Time					
UPLOAD upload documents if any						
SUBMIT						

+home/stakeholders/hod/leave management/process leave application

	LIS	T PANEL (	process leav	e application	on)	
Name of the	Type of Leave	Number of Days	Da From	te To	Status	Actions
Faculty						PROCESS

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED by HOD or Principal the status is updated accordingly and the entry is not listed after the expiry of leave.
- 4. If the leave is APPROVED by Principal or HOD, the concerned faculty's teaching hours should be released and reflected in Free Class automatically

Name of the	Reason for leave: (Auto Fetch)
Faculty: (Auto Fetch)	
From: (Auto Fetch)	To: (Auto Fetch)
Details of leave at Credit: (Auto Fetch)	No.of Days: (auto fetch)
C.L.: (Auto Fetch):	
E.L.: (Auto Fetch):	
SPCL: (Auto Fetch):	
DUTY LEAVE: (Auto Fetch):	
MATERNITY LEAVE: (Auto Fetch):	
CCL: (Auto Fetch):	
PATERNITY LEAVE: (Auto Fetch):	
HPL: (Auto Fetch):	
COMMUTED LEAVE: (Auto Fetch):	
EOL: (Auto Fetch):	
SPL: (Auto Fetch):	
Uploads, if Any (Auto Fetch)	
Remark by HOD:	Action: select

home/stakeholders/hod/leave management/process permission to leave campus

	LIST PA	NEL (proce	ess permissio	on to leave	campus)	
Name of Reason Date Time Status Actions					Actions	
the			From	То		
Faculty						
						PROCESS

- 1. Initially, the status is PENDING.
- If the request is APPROVED / NOT APPROVED by HOD, the status is updated accordingly and the entry is not listed after the expiry of permission

PROCESS FORM FOR LIST PANEL(process permission to leave campus)					
Date : (auto fetch)	Reason for permission: (auto fetch)				
Time From: (auto fetch)	Time To: (auto fetch)				
Uploads, if Any (Auto Fetch)					
Remark:	Action: select				
SUBN	4IT				

+home/stakeholders/hod/leave management/process cancellation of leave application

LIST PANEL (process cancellation of leave application)							
Approval	Name of	Type of	Number	Dat	te	Status	Actions
reference	the	Leave	of Days	From	То		
number	Faculty						
							PROCESS

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL
- 3. If the request is APPROVED by HOD or Principal the status is updated accordingly and the entry is not listed after the expiry of leave.
- 4. If the cancellation of leave is APPROVED by Principal or HOD, the concerned faculty's teaching hours should be restored from free class pool automatically.

Name of the	Reason for leave: (Auto Fetch)
Faculty: (Auto Fetch)	
Leave approved From: (Auto Fetch)	Leave Approved To: (Auto Fetch)
Number of days Leave approved: (auto	Reason for cancellation: (auto fetch)
fetch)	
Leave to be cancelled From: (Auto Fetch)	Leave to be cancelled To: (Auto
	Fetch)
Number of days Leave to be cancelled:	Uploads, if Any (Auto Fetch)
(auto fetch)	
Remark by HOD:	Action: select

home/stakeholders/hod/leave management/process cancellation of permission to leave campus

LIS	T PANEL (p	rocess canc	ellation of p	ermission t	o leave cam	pus)
Name ofReasonDateTimeStatusActions					Actions	
the			From	То		
Faculty						
						PROCESS

Instructions:

- 5. Initially, the status is PENDING.
- 6. If the request is APPROVED / NOT APPROVED by HOD, the status is updated accordingly and the entry is not listed after the expiry of permission

PROCESS FORM FOR LIST PANEL(process cancellation of permission to leave campus)

Name of the faculty (auto fetch)	Date : (auto fetch)		
Reason for permission: (auto fetch)			
Permission given Time From: (auto fetch)	Permission given Time To: (auto fetch)		
Reason for cancellation: (auto fetch)	Uploads, if Any (Auto Fetch)		
Cancellation requested From: (auto fetch)	Cancellation requested To: (auto fetch)		
Remark:	Action: Approved		
SUBN	TIN		

++home/stakeholders/hod/leave management/process joining report

	L	IST PANEL	(process joi	ining repor	t)	
Name of	Type of	Number	Da	te	Status	Actions
the	Leave	of Days	From	То		
Faculty						
						PROCESS

- 1. Initially, the status is PENDING.
- If the request is forwarded to the principal the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is APPROVED / NOT APPROVED by HOD or Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL(process joining report)				
Name of the Faculty: (Auto Fetch)	Reason for leave: (Auto Fetch)			
From: (Auto Fetch)	To: (Auto Fetch)			
Joining report: (auto fetch) Remark by HOD:	No.of Days: (auto fetch) Action: select			
SUBN				

+home/stakeholders/hod/task

	DISPLAY PANEL(tas	ks)
TASK SCF	HEDULE FORM FOR DIS	SPLAY PANEL(tasks)
Description of the Task		
Name of the faculty to whom the	he task is allotted :	
List of all faculty		List of Faculty who have been
	<b>→</b>	selected for the task
	+	
Last Date for Completion of Ta	sk: Click here to enter a da	ate.
UPLOAD Upload attachmen	nt. if anv:	
	SUBMIT	

	TAS	SK UPDATE FORM	FOR	DISPLAY PANEL(tasks	s)	
Descriptio	on of the task:	(auto fetch)		Task assigned by: (auto fetch)		
Date of as	signment: (au	uto fetch)	Last date for compl	etion: (auto fetch)		
List of fac	ulty to whom	task is assigned:	Uploaded documer	nts: (auto fetch)		
(auto fetc	h)					
			Sta	tus		
Date	Time	Faculty name	Upo	lating remarks	Uploaded	
					documents	
Update re	emarks:			Percent of complet	ion: select	
-						
UPLOA		documente Ifan				
	Upload	documents, If any	/			
		SAVE N	<b>IAR</b>	K COMPLETE		
ructions:						
2. In the s	status box en	tries made by the	assig	nor are in different c	olor.	
			-	emoved from the dis		

After the task is marked as complete it is removed from the display panel o faculty and the assignor. +home/stakeholders/hod/Meetings

List of meetings								
Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close: Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:	Description of the meeting: Date: Time: Venue: Called by: Date of minutes issued: Date of marking close:				

- 4. Each box represents a meeting.
- 5. Click on the cell to open Meeting Schedule Form
- 6. Click on the box to open Meeting Update Form.
- 7. After the date of marking close the box is deleted.

MEETING S	CHEDULE FORM	FOR DIS	SPLAY PANEL(Meetings)		
Description of the Meeting					
Date:Click or tap to enter a date	2.	Time:Click or tap to enter a date.			
Venue :					
Name of the faculty to whom	the Meeting is Sch	eduled			
List of all faculty	<b>→</b>		List of Faculty who have been selected for the Meeting		
UPLOAD Upload agenda	or any other referer	nce materi	al		
	SU	BMIT			

	MEETING	G UPDATE FORM	FOR D	SPLAY PANEL(me	etings)	
	<u> </u>	(				
		ng: (auto fetch)		Meeting called by: (auto fetch)		
Date of m	eeting: (auto f	etch)	Т	me of meeting: (a	auto fetch)	
Venue: (a	-					
		ask is assigned:	U	ploaded docume	nts: (auto fetch)	
(auto fetc	n)					
			Statu	S		
Date	Time	Faculty name	Upda	ting remarks	Uploaded	
					documents	
		-				
l Indata ra	marka	F				
Update re	marks:					
UPLOA	D Upload d	ocuments, If any	/			
UPLOA	.D Upload n	ninutes, If any				
			SAV	E		
ructions:			·	·		
1. In the s	status box entr	ies made by the	assigne	or are in different	color.	

2. The meeting box are removed from the display panel of all the faculty and the assignor after one week of the meeting or after one week of uploading the minutes whichever is earlier.

++home/stakeholders/hod/Syllabus

	LIST PANEL (Syllabus)								
	Academic yearSemesterSubjectUploaded SyllabusActions								
					EDIT	DELETE			
A	ADD								

PROCESS FORM FOR EDIT & ADD Button on LIST PANEL(Syllabus)						
Academic year: Even     Semester: select						
Subject: select						
UPLOAD Syllabus						
SUBMIT						

## home/stakeholders/hod/student\_progression

	ere to ente			: Click here	to enter a da	ate. Search Panel
Reg. no. of the student	Name of the student	Higher studies	Actions			
						EDIT DELETE MARK COMPLETED
ADD ruction: status is M	IARKED	СОМ	PLETEI	), it should b	e moved to	Display panel

INPU'	T FORM for ADD and F	DIT student_p	progression button in LI	ST PANEL
Course: select	Batch: selectHigher studiesCompetitive examinationCo & extra curricular ActivatesEmployment	→ €	Higher studies ASSIGN EDIT DELETE Competitive examination ASSIGN	LIST OF ASSIGNED STUDENTS
			EDIT DELETE Co & extra curricular Activates ASSIGN EDIT DELETE	LIST OF ASSIGNED STUDENTS
			Employment ASSIGN EDIT DELETE	LIST OF ASSIGNED STUDENTS
		SAVE		

- Select multiple students and one student\_progression option from the panels on the left.
   When the selection is made it should be moved to the panels on the right side.

Γ	NPUT FORM for ASSIGN & EDIT Higher	studies LIST PANEL (Higher studies )							
	Reg. no. of the student: (Autofech)Name of the Students (Auto Fetch)								
	• U.G. Diploma to U.G. Degree	C U.G. to P.G							
	© P.G. to Ph.D	C Ph.D							
	SUBMIT								

<b>INPUT FORM for ASSIGN &amp; EDIT</b> Competitive examination <b>LIST PANEL</b> (Competitive examination)								
Reg. no. of the student: (Autofech)       Name of the Students (Auto Fetch)								
Name of Exam	Score							
Out of	Percentile							
SU	BMIT							

Ι	INPUT FORM for ASSIGN & EDIT Co & extra curricular Activates LIST PANEL (Co & extra curricular Activates)							
	Reg. no. of the student: (Autofech)Name of the Students (Auto Fetch)							
	Level	Position						
	Remarks	Event						
	Upload: if any							
	SUB	MIT						

<b>INPUT FORM for ASSIGN &amp; EDIT</b> E	Employment LIST PANEL Employment
Reg. no. of the student: (Autofech)	Name of the Students (Auto Fetch)
Name of the Companies	esignation
Package	
Upload: if any	
SUI	BMIT

+home/stakeholders/hod/leave management/students./process leave application

LIST PANEL (process leave application)								
Name of	Type of	Number	Da	te	Status	Actions		
the	Leave	of Days	From					
Student								
PROCESS								

- 1. Initially, the status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by HOD the status is updated accordingly and the entry is not listed after the expiry of leave.
- 3. If the leave is APPROVED by HOD, the concerned student's attendance should be marked as ABSENT

eave: (Auto Fetch)
. 1 \
etch)
ct
e

+home/stakeholders/hod/leave management/students/process cancellation of leave application

	LIST PANEL (process cancellation of leave application)												
Approval	Approval         Name of         Type of         Number         Date         Status         Actions												
reference		Leave	of Days	From	То								
number	Faculty												
							PROCESS						

- 1. Initially, the status is PENDING.
- 2. If the request is APPROVED by HOD the status is updated accordingly and the entry is not listed after the expiry of leave.
- 3. If the cancellation of leave is APPROVED by r HOD, the concerned Students attendance should be restored from Absent.

Name of the	Reason for leave: (Auto Fetch)
Students: (Auto Fetch)	
Leave approved From: (Auto Fetch)	Leave Approved To: (Auto Fetch)
Number of days Leave approved: (auto fetch)	Reason for cancellation: (auto fetch)
Leave to be cancelled From: (Auto Fetch)	Leave to be cancelled To: (Auto Fetch)
Number of days Leave to be cancelled: (auto fetch)	Uploads, if Any (Auto Fetch)
Remark by HOD:	Action: select

Principal Module

PRINCIPAL

19. Academic Calendar cum Daily Planner	2. Institutional Details
1.1 <u>Update Calendar cum Daily Planner</u>	2.1 Institutional Profile
	2.2 Institutional Recognitions
	2.3 Institutional Reports
	2.4 Institutional Course Details
	2.5 Institutional Non-teaching Faculty
	Details
	2.6 Institutional Extension Activities
	2.7 Institutional MOUs
	2.8 Institutional Library Facilities
	2.9 Institutional Infrastructure Facilities
	2.10 Institutional Cells and Nodal Officers
	2.11 Institutional Committees
	2.11 Institutional Committees
3. Process Approvals for Staff Profile	4. Process Report after conduct of Academic,
3.1 Approval for Educational Details	Co-Curricular, Extra-Curricular or Non-
3.2 Approval for Qualifying Examination	Academic Activities by faculty.
3.3 Approval for Academic Experience	4.1 Report for Sports Activities
3.4 Approval for Administrative Experience	4.2 Report for Cultural Activities
3.5 Approval for Industry Experience	4.3 Report for NCC Activities
3.6 Approval for Research Projects	4.4 Report for NSS activities
	4.4 Report for NSS activities
3.7 Approval for Research Guidance	
3.8 Approval for Research Patents	C Descend of Mastings
5 . Leave Management	6. <u>Record of Meetings</u>
5.1 <u>Apply leave / cancel leave / joining report for</u>	
self	
5.2 Process leave applications submitted by HOD	
5.3 Process permission to leave campus	
applications by HODs	
5.4 <u>Process cancellation of leave applications</u>	
submitted by HOD	
5.5 Process cancellation of permission to leave	
campus by HOD	
5.6 Process joining reports submitted by	
HODs	
7. Task Scheduling	
	8. <u>Preparation / Updating/ Posting of</u>
	Teaching Material / Content
6 Academic Performance Indicators	7 Dashboard
	12.1.Upcoming Events
	12.2 Status Tracker
8 Reports	

			DISPL	AY F	PANEL (upo	date calenda	r_cum_daily	y planner)		
1										
<<	<	>				ugust 2020		eek Day		
Sun			Mon		Tue	Wed	Fri	Sat		
	2	26		27	28	29	30	31	1	
		2		3	4	5	6	7	8	
		9		10	11		13	14	15	
		6		17	18	19	20	21	22	
	2	3		24	25	26	27	28	29	
	3	0		31	1	2	3	4	5	

+home/stakeholders/principal/update calendar\_cum\_daily planner

- 7. When any date is clicked, it will open event input form
- 8. Background colour and their meaning:
  - 9. Blue: Instructional day
  - 10. Green: Non-Instructional day
  - 11. Red: Public holiday
  - 12. Orange: Vacation
- 9. Each coloured strip represents a type of event

## EVENT INPUT FORM for DISPLAY PANEL (update\_calendar)

	Type of the Event :select		
	Event Title:		Select Colour: (colour picker)
	From: Click here to enter a date.	To:Click here to enter a date.	
	Radio buttons for public / private		
		SAVE	VE
I	nstructions:		

7. Event title and select colour are enabled only when type of the event is others.

8. Default radio button is private.

9. Public events are only propagated

					LI	ST PA	ANEI	د (inst	itutio	nal_p	rofile	)	
College Code	Address of the Institution	Phone No.	Website	Email Address	Name of the Principal	Type of Institution	Authority	Source of Funding	Date of Establishment	Status of the Institution	Type of Institution (by gender)	Affiliating University /	Actions
													EDIT DELETE

+home/stakeholders/principal/institutional\_profile

INPUT cum EDIT PANI	EL (institutional_profile)
College Code: (Auto Fetch)	Address of the Institution: (Auto Fetch)
Phone No.:	Website:
Email Address:	Name of the
	Principal:
Type of Institution: select	Authority: select
Source of Funding: select	Date of Establishment: Click here to enter
	a date.
Status of the Institution: select	Type of Institution (by gender): select
Affiliating University/Directorate: select	
SAVE	SUBMIT

+home/stakeholders/principal/institutional\_recognitions

			Ι	LIST	PANE	EL (in	stituti	onal_	recogi	nitions)	
hority		Dat Appr	e of coval	Vali Peri	-					ink	Actions
Name of the Authority	Approval Section	Month	Year	From	To	Grade	Grade Point	Cycle	Ranking	List of uploaded documents with link	
											EDIT DI
ADD											

INPUT FORM FOR ADD AND EDIT IN LIST	PANEL (institutional_recognitions)
Name of the Authority : select	Approval Section:
	[Eg. 2(f) /
	12(B) /
	Potential for Excellence]
Approval Month (mm): Click here to enter	Approval Year (yy): Click here to enter
a date.	date.
Validity from (mm/yy): Click here to enter a	Validity to mm/yy: Click here to enter
date.	date.
Grade:	Grade Point:
Cycle: select	
	Ranking:
UPLOAD Upload supporting documents	
SAVE	SUBMIT

 LIST PANEL (institutional\_reports)

 List Panel (institutional\_reports)

 Actions

 Name of the Submission from 2015-2016 till date

 Value of till date
 Vouth

 Abbroval Kear
 Mouth
 Date of till date

 Date of till date
 EDIT
 DELETE

+home/stakeholders/principal/institutional\_reports

ADD

INPUT FORM FOR ADD AND EDIT IN LI	ST PANEL (institutional_reports)
Name of the Accreditation Body: select	Name of the Report: select
Date of Submission (dd/mm/yy): Click here	Approval Year (yy): Click here to enter
to enter a date.	reprovar rear (yy). Check here to end
Upload Supporting Documents	
SAVE	SUBMIT

College Code       Programme Level       Name of the Course       Name of the Course       Name of the Course       Course Code       Academic Year       Academic Year       Permanent Affiliation       (5 years)       Temporary Affiliation       (7 yearly Renewal)       Nume of Instruction       Permanent       To       Sanctioned / Approved Student       Sumutition       No. of Students Admitted       No. of Students Admitted       No       Special Category       Religion       Residential Status						LIST	PAN	IEL (i	nstitu	ition	al_c	ourse/st	tuder	nt_de	tails)	)					
College Code       Programme Level       Name of the Course       Name of the Course       Course Code       Academic Year       Permanent Affiliation       (5 years)       Temporary Affiliation       (7 early Renewal)       Prom       Prom       Prom       No. of Students Admitted       No. of Students Admitted       No. of Students Admitted       No. of Students Admitted       Sanctioned / Approved Student       Strength       No. of Students Admitted       No. of Students Admitted       Special Category       Religion       Religion       Religion       Residential Status								Dat	a for	the l	ast f	five yea	rs	-							
							Duration of	Permanent Affiliation				tudent	I	Gender						Actio	ons
		Π	Name of the Course	Course Code	Permanent Affiliation (5 years)		From	To	Entry Qualification	Medium of Instruction	Course Duration	Sanctioned / Approved Si Strength		М	G	Community	Special Category	Religion			
ADD	A																ED	IT	I	DELET	E

 $+home/stakeholders/principal/institutional\_course/student\_details$ 

College Code: (Auto Fetch)	Programme Level: select
Name of the Course: (Auto Fetch)	Course Code: (Auto Fetch)
Academic Year: select	Status of Affiliation: select
Permanent Affiliation	Permanent Affiliation
from (mm/yy): Click here to enter a date.	to (mm/yy): Click here to enter a date.
Entry Qualification: select	Medium of Instruction: select
Course Duration: select	Sanctioned/Approved
	Student Strength:
No. of Students	Gender: select
Admitted:	
Community: select	Special Category: select
Religion: select	Residential Status: select

				LI	ST P							hing_faculty_details) Year Only	
	Name of the Faculty	Faculty Code	Category	Designation	Male	Female	Highest Qualification	Community	Special Category	Religion	Status of Employment	Actions	
												EDIT DELETE	
AD	D												

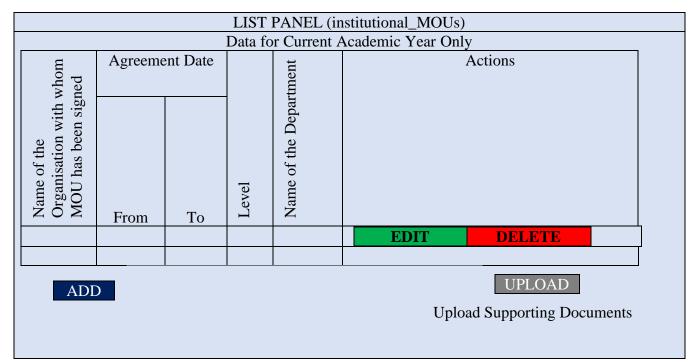
 $+ home/stakeholders/principal/institutional\_non-teaching\_faculty\_details$ 

Name of the Faculty:	Faculty Code: (Auto Fetch)
Category: select	Designation: select designation
Gender: select	Highest Qualification: select
Community: select	Special Category: select
Religion: select	Status of Employment: select

			LIST P	ANEL (ins	titutiona	al_extension_activities)
			D	ata for Cur	rent Aca	ademic Year Only
ivity	Da	te				Actions
Name of the Activity	From	То	Organising Body	No. of students v participated	Awards of Recognition	
						EDIT DELETE
ADI	$\mathbf{D}$					

# +home/stakeholders/principal/institutional\_extension\_activities

INPUT cum EDIT PANEL (institutional_extension_activities)					
Name of the Activity: select					
Date from: Click here to enter a date.	Date to: Click here to enter a date.				
Organising Body: select	No. of Students:				
Awards of Recognition:					
SAVE	SUBMIT				



### +home/stakeholders/principal/institutional\_MOUs

INPUT cum EDIT PANE	L ( institutional_MOUs)
Name of the Organisation: select	
Agreement Date from: Click here to enter a date.	Agreement Date to: Click here to enter a date.
Level: select	Name of the Department: select
SAVE	SUBMIT

## $+home/stakeholders/principal/institutional\_library\_facilities$

				LI	ST P.	ANEL	(insti	tutional_1	ibrary_facil	lities)
						Data	a for t	he last five	e years	
		ies Available	ooks	Total No. of	Journals	of Periodicals	of Magazines	liture on bects)	internet	Actions
College Code	Academic Year	Library Facilities	Total No. of Books	National	International	Total No. of Pe	Total No. of M	Annual Expenditure Library (all aspects)	Bandwidth of Internet Connectivity	
										EDIT DELETE
AD	D									

INPUT cum EDIT PANEL (i	nstitutional_library_facilities)
College Code: (Auto Fetch)	Academic Year: select
Library Facilities Available: select	Total No. of Books:
Type of Journal: select	Total No. of Journals:
Total No. of Periodicals:	Total No. of Magazines:
Bandwidth of Internet	Annual Expenditure
Connectivity: select	on Library:
SAVE	SUBMIT

 LIST PANEL (institutional\_infrastructure\_facilities)

 Infrastructure
 Actions

 Facilities
 Actions

 Unumpers
 Numpers

 Unumpers
 EDIT
 DELETE

 ADD
 ADD

### +home/stakeholders/principal/institutional\_infrastructure\_facilities

INPUT cum EDIT PANEL (institu	itional_infrastructure_facilities)
College Code: (Auto Fetch)	Water Conservation Facilities: select
Infrastructure Facilities: select	Numbers:
SAVE	SUBMIT

	LI	ST PANEL	L (institutional_ Cells_and_Nodal_Officers)	
College Code	Name of the Cell	Name of the Faculty In-charge	Actions	
			EDIT DELETE	
ADD				

Name of the Cell: select		
Name of the faculty to whom	n the task is allotted : se	elect
List of all faculty		List all Cells
	- <b>+</b>	
	SUBMI	r

+home/stakeholders/principal/institutional\_Commitees

LIST PANEL (institutional Committees)	
College Code Name of the Committee Names of the Faculty to whom task is allotted	
EDIT DELETE	
ADD TASK SCHEDULE FORM FOR DISPLAY PANEL (institutional_ cor Name of the Committee: select	nmitees)
Names of the faculty to whom the task is allotted : select	
List of all faculty → ← List all Committee □ □ □ □ □ □ □ □ □	28
SUBMIT	

+home/stakeholders/principal/approval/educational\_details

-		Ι	LIST PAN	IEL (educational_details)
	Name of the Faculty	Name of the Qualifying Degree	Status	Actions
				PROCESS

- 1. Initially status is PENDING.
- If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

	PROCESS FORM FOR LIST PA	NEL (educational_details)
	Name of the Faculty: (Auto Fetch)	
	Qualification / Name of the Degree: (Auto Fetch)	Specialization: (Auto Fetch)
	Name of the University / Board: (Auto Fetch)	
	Month: (Auto Fetch)	Year: (Auto Fetch)
	Percentage: (Auto Fetch)	Grade: (Auto Fetch)
	Distinction: (Auto Fetch)	List of uploaded (Auto Fetch)
	Remark:	Action: select
	SUB	MIT
•		

+home/stakeholders/principal/approval/qualifying\_exams

Name of the Faculty     Name of the Examination       Status     Status
Name of the Faculty Name of the Examination Status
PROCESS

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

	PROCESS FORM FOR LIST PA	NEL (qualifying_exams)
	Name of the Faculty: (Auto Fetch)	Name of the Examination: (Auto Fetch)
	Conducting Body: (Auto Fetch)	
	Month: (Auto Fetch)	Year: (Auto Fetch)
	Marks Scored: (Auto Fetch)	Total Marks: (Auto Fetch)
	Percentage/Percentile: (Auto Fetch)	Grade: (Auto Fetch)
	List of uploaded documents: (Auto Fetch)	
	Remark:	Action: select
	SUB	MIT
•		

+home/stakeholders/principal/approval/experience\_academic

	L	IST PANI	EL (experience_academic)
			Actions
Name of the Faculty	Name of the Organisation	Status	
			PROCESS

- 1. Initially status is PENDING.
- If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

Name of the Faculty: (Auto Fetch)	Organisation: (Auto Fetch)
Designation: (Auto Fetch)	
Affiliating University / Board:	India / Abroad:
Duration from: (Auto Fetch)	Duration to: (Auto Fetch)
Experience: (Auto Fetch)	List of uploaded documents: (Auto Fet
Remark:	Action: select
	SUBMIT

+home/stakeholders/principal/approval/experience\_administrative

		LIS	Γ PANEL	(experience_administrative)
	Name of the Faculty	Name of the Organisation	Status	Actions
				PROCESS
Inc	Fac a	Or£	Sta	PROCESS

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

Name of the Faculty: (Auto Fetch)	Organisation: (Auto Fetch)
Designation: (Auto Fetch)	Brief Description of Duties:
India / Abroad:	
Duration from: (Auto Fetch)	Duration to: (Auto Fetch)
Experience: (Auto Fetch)	List of uploaded documents: (Auto Fetc
Remark:	Action: select
	SUBMIT

+home/stakeholders/principal/approval/research/experience\_industry

LIST PANEL (experience_industry)						
			Actions			
Name of the Faculty	Name of the Organisation	Status				
			PROCESS			

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

Name of the Faculty: (Auto Fetch)	Organisation: (Auto Fetch)		
Designation: (Auto Fetch)	Brief Description of Duties:		
India / Abroad: (Auto Fetch)			
Duration from: (Auto Fetch)	Duration to: (Auto Fetch)		
Experience: (Auto Fetch)	List of uploaded documents: (Auto Fetc		
Remark:	Action: select		
	SUBMIT		

#### +home/stakeholders/principal/approval/research\_projects

 LIST PANEL (research_projects)					
Name of the Faculty	Details of the Client	Details of the Project	Status	Actions	
				PROCESS	

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

Name of the Faculty: (Auto Fetch)	Details of the Client: (Auto Fetch)					
Details of the Project: (Auto Fetch)	Nature of the Project: (Auto Fetch)					
Type of the Outcome of the Project: (Auto Fetch)	Amount: (Auto Fetch)					
India / Abroad: (Auto Fetch)	Status of the Project: (Auto Fetch)					
Duration from: (Auto Fetch)	Duration to: (Auto Fetch) List of uploaded documents: (Auto Fe Action: select					
Experience: (Auto Fetch)						
Remark:						
SUBMIT						

+home/stakeholders/principal/approval/research\_guidance

LIST PANEL (research_guidance)						
Name of the Faculty	Name of the Research Programme	Name of the Research Scholar	Status	Actions		
					PROCESS	
	Name of the Faculty	Name of the       Faculty       Name of the       Research       Programme	f the f the h nme f the h Scholar	f the f the h nme f the h Scholar	t the the h critical and the h c	Name of the Faculty Name of the Research Programme Research Scholar Status Status

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

NEL (research_guidance)					
Name of the Research Programme: (Au Fetch)					
Subject: (Auto Fetch)					
Name of the Research Scholar: (Auto Fetch)					
Year of Completion: (Auto Fetch)					
Action: select					
SUBMIT					

+home/stakeholders/principal/approval/research\_patents

LIST PANEL (research_patents)					
Name of the Faculty	Name of the Patent	Status	Actions		
			PROCESS		
		<u>v</u>	PROCESS		

- 1. Initially status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by the Principal the status is updated accordingly.
- 3. If APPROVED it should go to display panel
- 4. Only PENDING and NOT APPROVED should be displayed in the List Panel.

PROCESS FORM FOR LIST PA	ANEL (research_patents)	
Name of the Faculty: (Auto Fetch)	Name of the Patent: (Auto Fetch)	
Description of the Patent: (Auto Fetch)	Registering Agency: (Auto Fetch)	
ID Number: (Auto Fetch)	Date of Registration: (Auto Fetch)	
Remark:	Action: select	
SUB	BMIT	

#### +home/stakeholders/principal/permission/remedial\_classes

LIST PANEL (remedial_classes)						
Name of	Topic	Date	Tir	ne	Status	Actions
the	-		From	То		
Faculty						
						PROCESS

- 5. If forwarded to Principal, initially the status is PENDING
- 6. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PROCESS FORM FOR LIST PANEL (remedial_class)				
Date: (Auto Fetch)	Venue: (Auto Fetch)				
From: (Auto Fetch)	To: (Auto Fetch)				
Topic: (Auto Fetch)	Concept to be Covered: (Auto Fetch)				
Role Played: (Auto Fetch)	Brief Description of Role: (Auto Fetch)				
Expected Number of Students : (Auto	Expected Expenditure: (Auto Fetch)				
Fetch)					
Remark:	Action: Cancelled				
	-				
SUB	BMIT				

+home/stakeholders/principal/permission /career\_counseling

LIST PANEL (career_counseling)						
Name of	Topic	Date	Tir	ne	Status	Actions
the	_		From	То		
Faculty						
						PROCESS

- 1. If forwarded to Principal, initially the status is PENDING
- 2. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PROCESS FORM FOR LIST PANEL (career_counseling)				
Date from: (Auto Fetch)	Date to: (Auto Fetch)				
Time from: (Auto Fetch)	Time to: (Auto Fetch)				
Conducting Agency: (Auto Fetch)	Venue: (Auto Fetch)				
Topic: (Auto Fetch)	Concepts to be covered: (Auto Fetch)				
Conducting or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)				
Expected Expenditure: (Auto Fetch)	Team Members: (Auto Fetch)				
Remark:	Action: select				
SUB	MIT				

+home/stakeholders/principal/permission /study\_visit

LIST PANEL (study_visit)						
Name of Place of Date Time		ne	Status	Actions		
the	Visit		From	То		
Faculty						
						PROCESS

- If forwarded to Principal, initially the status is PENDING
   If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL (study_visit)					
Date from: (Auto Fetch)	Date to: (Auto Fetch)				
Time from: (Auto Fetch)	Time to: (Auto Fetch)				
Place of Visit: (Auto Fetch)	Purpose of Visit: (Auto Fetch)				
Conducting or Participating: (Auto Fetch)	Concepts to Be Covered: (Auto Fetch)				
Conducting or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)				
Expected Expenditure: (Auto Fetch)	Team Members: (Auto Fetch)				
Uploads, if any (Auto Fetch)					
Remark:	Action: Cancelled				
SUBMIT					

+home/stakeholders/principal/permission/seminar\_workshop

LIST PANEL (seminar_workshop)						
Name ofTopicDateTimeStatusAction					Actions	
ltv	-		From	То		
105						PROCESS
	ne of 1lty	ne of Topic	ne of Topic Date	ne of Topic Date Tin From	ne of Topic Date Time From To	ne of Topic Date Time Status

- 1. If forwarded to Principal, initially the status is PENDING
- 2. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PA	PROCESS FORM FOR LIST PANEL (seminar_workshop)				
Date from: (Auto Fetch )	Date to: (Auto Fetch)				
Time from: (Auto Fetch)	Time to: (Auto Fetch)				
Type of Program: (Auto Fetch)	Conducting Agency (Auto Fetch)				
Level: (Auto Fetch)	Sponsoring Agency: (Auto Fetch)				
Venue: (Auto Fetch)	Topic : (Auto Fetch)				
Conducting or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)				
Participants: (Students only / Faculty only	Expected Expenditure: (Auto Fetch)				
/ Both / Others ) (select box???)					
Role: (Self / Team Leader / Team	Uploads, if Any: (Auto Fetch)				
Member)					
Remark:	Action: Cancelled				
SUB	SUBMIT				

+home/stakeholders/principal/permission/sports\_activities

LIST PANEL (sports_activities)						
Name of	Name of	Date	Time		Status	Actions
the	the Event		From	То		
Faculty						
						PROCESS

- 1. If forwarded to Principal, initially the status is PENDING
- 2. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST F	PROCESS FORM FOR LIST PANEL (sports_activities)					
Date from: (Auto Fetch)	Date to: (Auto Fetch)					
Time from: (Auto Fetch)	Time to: (Auto Fetch)					
Name of the Event : (Auto Fetch)	Event Level: (Auto Fetch)					
Sponsoring Agency: (Auto Fetch)	Conducting Agency (Auto Fetch)					
Venue: (Auto Fetch)	Conducting or Participating : (Auto					
	Fetch)					
Individual or Team: (Auto Fetch)	Role: (Self / Team Leader / Team					
	Member)					
Uploads, if any (Auto Fetch)						
Remark:	Action: select					
SUBN	/IIT					

+home/stakeholders/principal/permission /cultural\_activities

LIST PANEL (cultural_activities)						
Name of	Name of	Date	Tir	ne	Status	Actions
the	the Event		From	То		
Faculty						
						PROCESS

- 1. If forwarded to Principal, initially the status is PENDING
- If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PANEL (cultural_activities)
Date from: (Auto Fetch)	Date to: (Auto Fetch)
Time from: (Auto Fetch)	Time to: (Auto Fetch)
Name of the Event : (Auto Fetch)	Event Level: (Auto Fetch)
Sponsoring Agency: (Auto Fetch)	Conducting Agency (Auto Fetch)
Venue: (Auto Fetch)	Conducting or Participating: (Auto
	Fetch)
Individual or Team: (Auto Fetch)	Role:(Self / Team Leader / Team
	member)
Uploads, if any (Auto Fetch)	
Remark:	Action: select
SU	BMIT

+home/stakeholders/principal/permission/NCC\_activities

LIST PANEL (NCC_activities)						
Name of	Name of	Date	Time		Status	Actions
the Faculty	the event		From	То		
Faculty						
						PROCESS

- 1. If forwarded to Principal, initially the status is PENDING
- 2. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL (NCC_activities)				
Date from: (Auto Fetch)	Date to: (Auto Fetch)			
Time from: (Auto Fetch)	Time to: (Auto Fetch)			
Name of the Program : (Auto Fetch)	Level: (Auto Fetch)			
Conducting Agency: (Auto Fetch)	Sponsoring Agency: (Auto Fetch)			
Venue: (Auto Fetch)	Brief Description of the Program :			
	(Auto Fetch)			
Conducing or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)			
Role:(Self / Team Leader / Team	Uploads, if any (Auto Fetch)			
member)				
Remark:	Action: select			
SUBMIT				

+home/stakeholders/principal/permission /NSS\_activities

LIST PANEL (NSS_activities)						
Name of	Name of	Date	Date Time		Status	Actions
the	the		From	То		
Faculty	Program					
						PROCESS

- 1. If forwarded to Principal, initially the status is PENDING
- 2. If the request is APPROVED / NOT APPROVED / CANCELLED by Principal the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST	PROCESS FORM FOR LIST PANEL (NSS_activities)				
Date from: (Auto Fetch)	Date to: (Auto Fetch)				
Time from: (Auto Fetch)	Time to: (Auto Fetch)				
Name of the Program: (Auto Fetch)	Level: (Auto Fetch)				
Conducting Agency (Auto Fetch)	Sponsoring Agency: (Auto Fetch)				
Venue: (Auto Fetch)	Brief Description of the Program:				
	(Auto Fetch)				
Conducting or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)				
Role:(Self / Team Leader / Team	Uploads, if any (Auto Fetch)				
member)					
Remark:	Action: select				
SUBN	ИГ				

+home/stakeholders/principal/process\_report/sports\_games activities

	LIST PANEL (sports_games activities)					
Name of	Approval	Date	Tir	ne	Status	Actions
the	Reference		From	То		
Faculty	Number					
						PROCESS

- 1. When forwarded to Principal, initially, the status is PENDING.
- 2. If the report is not accepted the status is REPORT NOT ACCEPTED
- 3. If the report is accepted the status is COMPLETED and the entry is not listed.

PROCESS FORM FOR LIST PANEL(sports_games activities)						
Date from: (Auto Fetch)	Date to: (Auto Fetch)					
Time from: (Auto Fetch)	Time to: (Auto Fetch)					
Name of the Event : (Auto Fetch)	Event Level: (Auto Fetch)					
Venue: (Auto Fetch)						
Conducting Agency (Auto Fetch)	Sponsoring Agency: (Auto Fetch)					
Conducting or Participating: (Auto Fetch)	Individual or Team: (Auto Fetch)					
Role:(Self / Team Leader / Team	Brief Description of Role: (Auto Fetc					
member)						
Remarks: (Auto Fetch)	Amount Spent, if any: (Auto Fetch)					
List of Participants and Prize Winners:	Uploads, if any (Auto Fetch)					
(Auto Fetch)						
Remark by	Action: Report accepted and					
Principal:	completed					
SUBN	TIM					

+home/stakeholders/principal/process\_report/cultural\_activities

LIST PANEL (cultural_activities)						
Name of	Approval	Date	Tir	ne	Status	Actions
the	Reference		From	То		
Faculty	Number					
						PROCESS

- 1. When forwarded to Principal, initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPLETED and the entry is not listed.

PROCESS FORM FOR LIST PANEL (cultural_activities)						
Date from: (Auto Fe	etch)	Date to: (Auto Fetch)				
Time from: (Auto F	etch)	Time to: (Auto Fetch)				
Name of the Event:	(Auto Fetch)	Event Level: (Auto Fetch)				
Venue: (Auto Fetch	)					
Conducting Agency	: (Auto Fetch)	Sponsoring Agency: (Auto Fetch)				
Conducting or Partie	cipating: (Auto Fetch	h) Individual or Team: (Auto Fetch)				
Role: (Self / Team I	Leader / Team	Brief Description of the Role: (Auto				
member)		Fetch)				
Remarks: (Auto Fet	ch)	Amount spent, if any: Auto Fetch)				
List of participants a	and prize winners:	Uploads, if any: (Auto Fetch)				
(Auto Fetch)						
Remark by		Action: select				
Principal:						
	SU	JBMIT				

+home/stakeholders/principal/process\_report/NCC\_activities

LIST PANEL (NCC_activities)							
Name of	Approval Reference	Date	Tin	ne	Status	Actions	
the	Reference		From	То			
Faculty	Number						
						PROCESS	

- 1. When forwarded to Principal, initially, the status is PENDING.
- If the report is not accepted the status is REPORT NOT ACCEPTED
   If the report is accepted the status is COMPLETED and the entry is not listed.

PROCESS FORM FOR LIST PANEL (NCC_activities)						
Date From: (auto fetch)	Date To: (auto fetch)					
Time From: (auto fetch)	Time To: (auto fetch)					
Name of the event : (auto fetch)	Event Level: (auto fetch)					
Venue: (auto fetch)						
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)					
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch) Brief description of role: (auto fetch)					
Role:(self / Team Leader / Team member)						
Remarks: (auto fetch)	Amount spent if any: (auto fetch)					
List of participants and prize winners:	Uploads, if Any (Auto Fetch)					
(auto fetch)						
Remark by	Action: select					
Principal:						
SUBN	ЛIТ					

+home/stakeholders/principal/process\_report/NSS\_activities

 LIST PANEL (NSS_activities)						
Name of	Approval	Date	Tir	ne	Status	Actions
the	Reference		From	То		
Faculty	Number					
						PROCESS

- 1. When forwarded to Principal, initially, the status is PENDING.
- 2. If the report is not accepted the status is REPORT NOT ACCEPTED
- 3. If the report is accepted the status is COMPELTED and the entry is not listed.

PROCESS FORM FOR LIST	PROCESS FORM FOR LIST PANEL (NSS_activities)						
Date From: (auto fetch)	Date To: (auto fetch)						
Time From: (auto fetch)	Time To: (auto fetch)						
Name of the event : (auto fetch)	Event Level: (auto fetch)						
Venue: (auto fetch)							
Conducting Agency (auto fetch)	Sponsoring Agency: (auto fetch)						
Conducting or Participating : (auto fetch)	Individual or Team: (auto fetch)						
Role:(self / Team Leader / Team member)	Brief description of role: (auto fetch)						
Remarks: (auto fetch)	Amount spent if any: (auto fetch)						
List of participants and prize winners:	Uploads, if Any (Auto Fetch)						
(auto fetch)							
Remark by D:	Action: select						
SUBM	/IIT						

+home/stakeholders/principal/leave\_management/apply\_or\_cancel\_leave\_and\_ joining\_report

	LIST P	ANEL	(apply_	_or_cancel_	_leave_and_	joining_report)	
	k here to er	iter a		Click here to	o enter a	Search Panel	
date.			date.				
		Dura	tion	nk		Actions	
Type of Leave	Reason	From	To	List of uploaded documents with link	Status		
						EDIT DELETE	
						CANCEL	
						JOINING REPORT	
APPLY Instructions: 21. Form is submitted to the Government Nodal Officer/Director, DHTE. 22. When the input form is saved but not submitted, status is NOT SUBMITTED. 23. On submission, the status is SUBMITTED.							

- 24. On approval / non approval, the status is APPROVED / NOT APPROVED
- 25. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 26. On APPROVED status, CANCEL button is enabled.
- 27. If type of leave is not CL, after the expiry of the leave period, CANCEL button is disabled and JOINING REPORT BUTTON is enabled.
- 28. On expiry of leave period or after the joining report is accepted, the status is changed to COMPLETED and the entry is NOT listed.
- 29. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 30. Once request for cancellation is processed the status is changed to FULLY CANCELLED / PARTIALLY CANCELLED.

INPUT FORM for APPLY and EDIT button LIST PANEL (c)						
Type of Leave : select   Reasons:						
From: Click here to enter a date.	To: Click here to enter a date.					
UPLOAD Upload documents, if any						
SAVE	SUBMIT					

INPUT FORM for CANCEL button LIST PANEL (apply_or_cancel_leave_and_ joining_report)							
Type of Leave: (auto fetch)Reasons for Leave: (auto fetch)							
Leave applied from: (auto fetch)	Leave applied to: (auto fetch)						
Reasons for Cancellation:							
Cancel from: Click here to enter a date.	Cancel to: Click here to enter a date.						
UPLOAD Upload documents, if any							
SUB	MIT						

INPUT FORM for JOINING REPORT button LIST PANEL (apply_or_cancel_leave_and_ joining_report)						
Date of Joining : Click here to enter a date.     Joining Report:						
UPLOAD Upload documents, if any						
SUBMIT						

LIST PANEL (process_leave_application_from_HODs)						
Name of	Type of	Number	Da	te	Status	Actions
the HOD	Leave	of Days	From	То		
						PROCESS

+home/stakeholders/principal/leave\_management/process\_leave\_application\_from\_HODs

- 1. Initially, the status is PENDING.
- 2. If the request is forwarded to the Principal by the HOD for faculty, the status is RECOMMENDED AND FORWARDED TO PRINCIPAL / NOT RECOMMENDED AND FORWARDED TO PRINCIPAL.
- 3. If the request is forwarded to the Principal by the HODs for themselves, the status is SUBMITTED.
- 4. If the request is APPROVED / NOT APPROVED by the Principal, the status is updated accordingly and the entry is not listed after the expiry of leave.
- 5. If the leave is APPROVED by Principal, the concerned HOD's teaching hours should be released and reflected in Free Class automatically

PROCESS FORM FOR LIST PANEL (pro	cess_leave_application_from_HODs)
Name of the HOD: (Auto Fetch)	Reason for Leave: (Auto Fetch)
From: (Auto Fetch)	To: (Auto Fetch)
Details of Leave at Credit: (Auto Fetch)	No. of Days: (Auto Fetch)
C.L.: (Auto Fetch):	
E.L.: (Auto Fetch):	
SPCL: (Auto Fetch):	
DUTY LEAVE: (Auto Fetch):	
MATERNITY LEAVE: (Auto Fetch):	
CCL: (Auto Fetch):	
PATERNITY LEAVE: (Auto Fetch):	
HPL: (Auto Fetch):	
COMMUTED LEAVE: (Auto Fetch):	
EOL: (Auto Fetch):	
SPL: (Auto Fetch):	
Uploads, if any (Auto Fetch)	
Remark by	Action: select
Principal:	
SUBN	MIT

+home/stakeholders/principal/leave\_management/process\_ permission\_to\_leave\_campus\_for\_HODs

LIST PANEL (process_permission_to_leave_campus_for_HODs)						
Name of	Reason	Date	Tir	ne	Status	Actions
the			From	То	1	
Faculty						
						PROCESS

- 1. Initially, the status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by Principal, the status is updated accordingly and the entry is not listed after the expiry of permission

PROC	PROCESS FORM FOR LIST PANEL(process_						
permi	ssion_to_leave_campus_for_HODs)						
D	Date : (Auto Fetch)	Reason for Permission: (Auto Fetch)					
T	Time from: (Auto Fetch)	Time to: (Auto Fetch)					
U	Jploads, if any (Auto Fetch)						
R	lemark:	Action: select					
	SUB	MIT					

 $+home/stakeholders/principal/leave\_management/process\_cancellation\_of\_leave\_application\_for\_HODs$ 

	LIST PANEL (process_cancellation_of_leave_application_for_HODs)							
[	Approval	Name	Type of	Number	Dat	te	Status	Actions
	Reference	of the	Leave	of Days	From	То		
	Number	HOD						
								PROCESS

Instructions:

- 1. Initially, the status is PENDING.
- 2. If the request is APPROVED by the Principal the status is updated accordingly and the entry is not listed after the expiry of leave.
- 3. If the cancellation of leave is APPROVED by the Principal, the concerned HOD's teaching hours should be restored from free class pool automatically.

## PROCESS FORM FOR LIST PANEL

(process\_cancellation\_of\_leave\_application\_for\_HODs)

Name of the	Reason for Leave: (Auto Fetch)
HOD: (Auto Fetch)	
Leave Approved from: (Auto Fetch)	Leave approved to: (Auto Fetch)
Number of Days Leave Approved: (Auto	Reason for Cancellation: (Auto Fetch)
Fetch)	
Leave to be Cancelled from: (Auto Fetch)	Leave to be Cancelled to: (Auto Fetch)
Number of Days Leave to be Cancelled:	Uploads, if any (Auto Fetch)
(auto fetch)	
Remark by	Action: select
Principal:	
SUBN	AIT

+home/stakeholders/principal/leave\_management/process\_cancellation\_of\_permission\_to\_le ave\_campus\_by\_HOD

LIST PANEL (process_cancellation_of_permission_to_leave_campus_by_HOD)						
Name of	Reason	Date	Tin	ne	Status	Actions
the HOD			From	То		
						PROCESS

- 1. Initially, the status is PENDING.
- 2. If the request is APPROVED / NOT APPROVED by Principal, the status is updated accordingly and the entry is not listed after the expiry of permission

PROCESS FORM FOR LIST PANEL (process_cancellation_of_permission_to_leave_campus_by_HOD)					
Name of the HOD: (Auto Fetch)	Date : (Auto Fetch)				
Reason for Permission: (Auto Fetch)					
Permission Given Time from: (Auto	Permission Given Time to: (Auto				
Fetch)	Fetch)				
Reason for Cancellation: (Auto Fetch)	Uploads, if any (Auto Fetch)				
Cancellation Requested from: (Auto	Cancellation Requested to: (Auto				
Fetch)	Fetch)				
Remark by the	Action: Approved				
Principal:					
SUBMIT					

+home/stakeholders/principal/leave\_management/process\_joining\_report

LIST PANEL (process_joining_report)						
Name of	Type of	Number	Da	te	Status	Actions
the HOD	Leave	of Days	From	То		
						PROCESS

- 1. Initially, the status is PENDING.
  - 2. If the request is APPROVED / NOT APPROVED by the Principal, the status is updated accordingly and the entry is not listed.

PROCESS FORM FOR LIST PANEL (process_joining_report)						
Name of the Faculty: (Auto Fetch)	Reason for Leave: (Auto Fetch)					
From: (Auto Fetch)	To: (Auto Fetch)					
Joining Report: (Auto Fetch)	No. of Days: (Auto Fetch)					
Remark by	Action: select					
Principal:						
S	UBMIT					

+home/stakeholders/principal/Meetings

10. Click on the box to open Meeting Update Form. 11. After the date of marking close the box is deleted.

MEETING SCHEDULE FORM FOR DISPLAY PANEL(Meetings)					
Description of the Meeting:					
Date:Click or tap to enter a date.	T	ime:Click or tap to enter a date.			
Venue :					
Name of the faculty to whom the	Meeting is Schedu	ıled			
List of all faculty	<b>→</b>	List of Faculty who have been selected for the Meeting			
	+				
UPLOAD Upload agenda or a	ny other reference	material			
	SUBN	IT			

	ME	ETING UP	DATE FORM	FOF	R DISPLAY PANEL(r	meetings)
	Description	of the meet	ting: (auto fetch	1)	Meeting called by: (a	uto fetch)
Description of the meeting: (auto fetch)Meeting called by: (auDate of meeting: (auto fetch)Time of meeting: (autoVenue: (auto fetch)Time of meeting: (auto					to fetch)	
List of faculty to whom task is assigned: Uploaded documents: (auto fetch) (auto fetch)						
		•	ı task is assigne	ed:	Uploaded documents	: (auto fetch)
				Sta	atus	
	Date	Time	Faculty	Up	dating remarks	Uploaded
			name			documents
	Update rem	arks:				
	UPLOAD	Upload d	locuments, If a	ny		
	UPLOAD	Upload r	ninutes, If any			
				SA	VE	
Ins	tructions:					

- 3. In the status box entries made by the assignor are in different colour.
- 4. The meeting box are removed from the display panel of all the faculty and the assignor after one week of the meeting or after one week of uploading the minutes whichever is earlier.

+home/stakeholders/principal/task\_scheduling

	DISPLAY I	PANEL (tasks_sch	neduling)	
		List of Tasks		
Description of the task: Assigned by: Date of assignment: Last date for completion:				
Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:	Description of the task: Assigned by: Date of assignment: Last date for completion:		

- 8. Each box represents a task
- 9. Bottom green strip represents % of completion of the task as assessed by the assignor.
- 10. Click on the cell to open Task Schedule Form
- 11. Click on the box to open Task Update Form.

TASK SCHEDULE FORM FOR D	DISPLAY PANEL (task_scheduling)
Description of the Task:	
Name of the Faculty to whom the Task is Allo	otted :
List of all faculty →	List of Faculty who have been selected for the task
Last Date for Completion of Task: Click here	to enter a date.
UPLOAD Upload Attachment, if any:	
SUBM	ПТ

Descriptior	n of the Task	: (Auto Fetch)	Task Assigned by: (A	Task Assigned by: (Auto Fetch)		
Date of As	signment: (A	uto Fetch)	Last Date for Compl	Last Date for Completion: (Auto Fetc		
List of Fac	ulty to whon	n Task is	Uploaded Document	nts: (Auto Fetch)		
Assigned: (	(Auto Fetch)	1				
	-		Status			
Date	Time	Faculty	Updating remarks	Uploaded		
		name		documents		
Update Rei	narks:		Percent of Completi	on: select		
UPLOAD						
ULUAD	Upload I	Documents, if an	ny			
		SAVE	MARK			
			COMPLETED			

5. After the task is marked as COMPLETED it is removed from the display panel of all the faculty and the assignor.

Students Module

1. <u>Academic Calendar</u>	<ul> <li>2. Profile <ul> <li>a. <u>PersonalDetails</u></li> <li>b. <u>Educational details</u></li> </ul> </li> </ul>
3. <u>Class Time Tabel</u>	<ul> <li>4. <u>Academic Activity</u></li> <li>a. <u>Subject List</u></li> <li>b. <u>Syllabus</u></li> <li>c. <u>Old Question Paper</u></li> <li>5.</li> </ul>
<ul> <li>6. Attendance</li> <li>a. <u>Consoladiated Attendance</u></li> <li>b. <u>Subject Wise</u></li> </ul>	<ul> <li>7. Exam <ul> <li>a. <u>Continuous Internal</u></li> <li><u>Assessment</u></li> <li>b. <u>Consoladiated CIA</u></li> <li>c. <u>Course Registration</u></li> <li>d. <u>Schedule Exam Dates</u></li> <li>e. <u>Download Hall Ticket</u></li> <li>f. <u>Exam Result</u></li> </ul> </li> </ul>
8. <u>online Exam</u>	9. <u>Study material</u>
10. Fees a. <u>College Tuition</u> b. Exam	11. <u>Mentor System</u>
12. Placement a. <u>Alumni referral</u> b. Placement Officer	13. LeaveManagement a. <u>Apply leave / cancel leave /</u>
14. Live Class Room Links	15. <u>Scholarship</u>
16. Educational Loan	17. Important Links
18. <u>FeedBack</u> a. <u>Faculty,Teaching, Learning</u> <u>and Evaluation</u> b. <u>Facilities and Services of</u> <u>College</u>	18.Dashboard About College

### STUDENT

	D	ISPLAY PA	NEL (upda	te calendar)		
· · · · ·						
<< < >			ugust 2020			eek Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11		13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

#### 2. Home/stakeholders/Student/Academic\_Calendar

- 10. When any date is clicked, it will open event input form
- 11. Background colour and their meaning:
  - 13. Blue: Instructional day
  - 14. Green: Non-Instructional day
  - 15. Red: Public holiday
  - 16. Orange: Vacation
- 12. Each coloured strip represents a type of event

Home/stakeholders/Students/profile/personal\_details

INPUT cum EDIT PAN	NEL(personal details)
Student Code: (auto fetch)	Department : (auto fetch)
Batch: (auto fetch)	Academic Year : (auto fetch)
Title :select	Name:(in caps)
<b>DOB:</b> Click here to enter a date.	Gender :select
Mobile No:	Phone No:
email:	Present
Permanent Address	Mother Tongue
State	Pin Code
Community :select	Religion :select
Blood group :select	PWD :others
Aadhar:	Admission Date
Admission By CENTAC	Father Name
Father Phone	Father Occupation
Father Income	
Mother Name	Mother Phone
Mother	Mother
Occupation	Income of
Number of Sibling: select	Name of
Social Links     Facebook     Twitter	Register Number /Roll
Linkedin	
UPLOAD Students Photo	
SA Depending on the number of Sibling, prov	<b>VE</b> ision to be made for entering their name

Home/stakeholders/Students/profile/Educational\_details

	LIST PANEL (qu	alifying exams)	
Qualification / Name of the degree Specialization Name of the Iniversity / Roard Month of passing Year of passing	percentage Grade Distinctions	Subject Name Marks Scored List of uploaded documents with link	Status
			EDIT DELETE

## ADD

- 1. The default list is all entries with pagination.
- 2. Form is submitted to the Class-incharge for approval / non approval.
- 3. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 4. On submission, the status is SUBMITTED.
- 5. On approval / non approval, the status is APPROVED / NOT APPROVED
- 6. On APPROVED status, EDIT and DELETE buttons should be disabled.

INPLIT FORM FOR	ADD AND EDIT IN LIS	ST PANEL (educat	ional details)
INTOTIORWITOR	ADD AND EDIT IN EL		ional uctaris)
Qualification / Name of	f the degree : select	Specialization:	
	8		
Name of the University	/ Board : select		
Month of Dessinger sol	aat	Voor of Dessing .	calact
Month of Passing: sel	ect	Year of Passing :	select
Percentage:		Grade: select	
r ereentage.		Giudet Sciect	
	r		
Distinctions:			
		ADD SUBJE	CT & MARK
UPLOAD			
upload su	upporting documents, if a	ny	
	SAVE	SUBMIT	

INPUT FORM	I FOR ADD SUBJECT & MARK	KS INPUT PANE	L (qualifying exams)
Subject Name		Marks scored:	
Max Mark		Positional Grade	
	SAVE	SUBMIT	

### Home/stakeholders/Students/timetabel

cademic Yea	ar: select			Academic	Academic Year: select			
			Subject V	Wise: All				
	1	2	3	4	5	6	7	
Monday	Subject name	Subject name	Subject name					
	Staff name	Staff name	Staff name					
	Room number	Room number	Room number					
	Time:	Time:	Time:	Time:	Time:	Time:	Time:	
Tuesday	Subject name	Subject name	Subject name					
	Staff name	Staff name	Staff name					
	Room number	Room number	Room number					
	Time:	Time:	Time:	Time:	Time:	Time:	Time:	
Wednesday	Subject name	Subject name	Subject name					
	Staff name	Staff name	Staff name					
	Room number	Room number	Room number					
	Time:	Time:	Time:	Time:	Time:	Time:	Time:	
Thursday	Subject name	Subject name	Subject name					
	Staff name	Staff name	Staff name					
	Room number	Room number	Room number					
	Time:	Time:	Time:	Time:	Time:	Time:	Time:	
Friday	Subject name	Subject name	Subject name					
	Staff name	Staff name	Staff name					
	Room number	Room number	Room number					
	Time:	Time:	Time:	Time:	Time:	Time:	Time:	

# Home/stakeholders/Students/subject

Academic year: select	DIS	PLAY PANEL (	(subject) Semest	er: sele	ect		
			Marks		Туре		
Subject Code Subject Name Hours per week Credits	Theory/ Pratical Faculty Name	Continuous Assessment	Semester Examination	Total Marks	Mandatory	Eelective Paper	

# Home/stakeholders/Students/subject/ Syllabus

	DISPLAY PANEL	(subject)		
Academic year: Even		Semester	: List all the Semester	
Subject Code	Subject Name		Syllabus	
Instruction				
1.List all the Subject in the Part	cicular Semester			

# Home/stakeholders/Students/subject/ Question\_paper

	]	DISPLAY PANEL	(Que	estion_paper)		
Year of Exam select	et :		C	Course: select		
Semester ALL			A	Academic year	:: select	
Semester	Subject Code	Subject Name	Que	estion Paper	Download	Download
			Cod	le	Question Paper	Answer Key
		•				

	DISPL	AY PANEL	(Consoladia	ated Attend	ance)	
<< < >	> >>	A	ugust 2020		Month W	eek D
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Holiday
2	3	4	5	6	7	
Holiday	Half Day -FN Present	Present Full Day	Present Full Day	Half Day -AN Present	Present Full Day	Special Clas
9	10	11	12	13	14	
Holiday	Present Full Day	Present Full Day	ABSENT FULL DAY	Present Full Day	Present Full Day	Но
16	17	18	19	20	21	
Holiday	Permission For Sports	Present Full Day	Present Full Day	Absent for 2,4 Hour	Present Full Day	Но
23	24	25	26	27	28	
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	ABSENT FULL DAY	Но
30	31	1	2	3	4	
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Present Full Day	He

#### Home/stakeholders/Students/Attendance/Consoladiated Attendance

Total hours Taken \_\_\_\_\_ Month :

Total Hour present\_\_\_\_Month:

Total Hour Absent \_\_\_\_\_Month:

Percenatge of Attendance \_\_\_Month:

Background colour and their meaning:

- 1. Yellow: Half day- Present Either AN/FN
- 2. Green: Present
- 3. Red: Full day Absent

- Blue: Permission
   Viliot: Special Class

Home/stakeholders/Students/ Attendance /Subject\_wise

				DIS	PLAY PANEL(Day	Wise & Subie	ct Wise)			
Acade	mic Y	ear: s	elect		(		: (Auto Feto	ch)		
<	<	>	>>		August		,	Month	Week	Day
	I		1		Subject '	Wise: All			1	1
		1th	Hour	2 <sup>th</sup> Hour	3 <sup>th</sup> Hour	4 <sup>th</sup> Hour	5 <sup>th</sup> Hour	6 <sup>th</sup> Ho	our 7 <sup>t</sup>	<sup>h</sup> Hour
Mono	day	Subje	ct name	Subject name	Subject name	Subject name	Subject name	Subject r	name Sul	bject name
1/08/202	20	PRES	ENT	PRESENT	PRESENT	PRESENT	ABSENT	PRESEN	IT PR	ESENT
Tueso	day	Subje	ct name	Subject name	Subject name	Subject name	Subject name	Subject r	name Sul	bject name
2/08/202	20	PRES	ENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESEN	IT PR	ESENT
Wedr	nesday	Subje	ct name	Subject name	Subject name	Subject name	Subject name	Subject r	name Sul	bject name
3/08/202	20	ABSE	ENT	ABSENT	ABSENT	ABSENT	ABSENT	ABSEN	Г AB	SENT
Thurs	sday	Subje	ct name	Subject name	Subject name	Subject name	Subject name	Subject r	name Sul	bject name
4/08/202	20	Permi	ission	Permission	Permission	Permission	Permission	Permissi	on Per	mission
Frida	у	Subje	ct name	Subject name	Subject name	Subject name	Subject name	Subject r	name Sul	bject name
5/08/202	20	PRES	ENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESEN	IT AB	SENT

Total hours Taken on selected /All Subject : Total Hour present on Selected/All Subject: Total Hour Absent on selected/All subject Percenatge of Attendance on selected/ALL Subject:

Instruction

Background colour and their meaning:

- 1. Yellow: selected period Absent
- 2. Green: Present
- 3. Red: Full day Absent
- 4. Blue: Permission
- 3. On selection of the subject ,only that subject should be dispalyed .

Home/stakeholders/Students/Exam /cia

Subject	Theory / practical	Type and number of Internal Assessments	List of uploaded documents if any	Links
(Autofetch)	Theory	Test		VIEW NOTIFICATION VIEW QUESTION PAPER AND KEY VIEW MARKS
(Autofetch)	Theory	Assignment		VIEW NOTIFICATION VIEW MARKS UPLOAD ASSIGNMENT
(Autofetch)	Practical	Practical -1		VIEW MARKS

		LIST PA	ANEL ( V	view	notification	n )			
Batch: (auto fetched)	Subject: (auto fetch)	Title of the Internal Assessment: :(Auto Fetch)	Description of the Internal Assessment: :(Auto	Fetch)	Date of Internal Assessment / Last date for submission: (Auto	Link To Uploaded document :(Auto Fetch) if any	From: Enter starting time (Auto Fetch)	To: Enter ending time (Auto Fetch)	
	D	ISPLAY PANE	L (post qu	estion	paper and	keyin )			
Batch	: (auto fet	ched)		Subie	ect: (auto fe	etch)			
Title	```	<u>eneu)</u>		Desci	ription of the	he			
		ment: (auto fetch		Intern	nal Assessr	nent: (auto f	fetched)		
		Assessment / La (auto fetched)	ast date						
	(auto feto	· · ·		To: (	auto fetche	d)			
	o fetched) Upload	Question pa	per and k	ey sho	uld be Disp	olayed			

DISPLAY PAI	NEL (marks)
Batch: (auto fetched)	Subject: (auto fetch)
Title of the	Marks : (auto fetch)
Internal Assessment: (auto fetched)	

			DISF	PLAY PA	NEL (pra	actical ma	rks)			
Bat	ch: (auto fe	etched)				Subject:	(auto feto	ch)		
Exp	periment	1	2	3	4	5	6	7	8	9
Ma	rks									
			•			•				

(Continuous Internal Assessment)	
Title of the         Internal Assessment:: (to be fetched)         UPLOAD       Upload documents         SAVE       SUBMIT	

# Home/stakeholders/Students /Exam\_Result

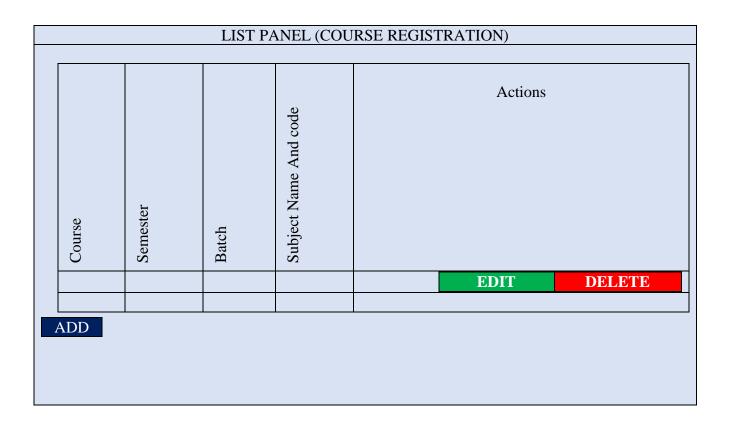
			PANEL (E	Exam Res			
Ac	ademic Year:	select			Semes	ster: ALL	
		DISPLAY P.	ANEL (1 <sup>st</sup> S	Semester	Marks)		
Subject	Continuous	arks Semester Examination	Total Marks Obtained	Min Marks	Max Marks	Grade Point Average (GPA)	Result (Pass/Fail)
(Autofetch)							
		DISPLAY PA	NEL (2 <sup>st</sup> S	emester N	farks)		
Subject	Continuous	arks Semester Examination	Total Marks Obtained	Min Marks	Max Marks		Result (Pass/Fail)
(Autofetch)							
Percentage or o	Grade						

		PANEL (	Consoladiated_CIA	/
	ct : select		Acadeı	nic Year: select
Semes	ster: select			
Subject	Theory /	21	and number of	Total Marks obtained
	practical		nal Assessments	
			Aarks	
(Autofetch)	Theory	Test	· /	
(Autofetch)	Theory	Assig	nment (10)	
(Autofetch)	Theory	Atten	dance (5)	
()				
			Total(25)	
Subject	Theory /	Туре	and number of	Total Marks obtaine
	practical		nal Assessments Jarks	
(Autofetch)	Theory	Test	(10)	
(Autofetch)	Theory	Assig	gnment (10)	
(Autofetch)	Theory	Atten	dance (5)	
· · · · ·				
			Total(25)	
Subject Theory /		21	and number of	Total Marks obtained
2 40 5000		Interr	nal Assessments	
2 40 5000	practical		Aarks	
(Autofetch)	practical	and N		
	-	and M Expe	Aarks	

#### Instruction

1.Based on CIA template in Nodel Office assigned to Each Subject intermal Marks are calculated for each Theory and pratical subject's and dispalyed in the Above Tabel

### Home/stakeholders/Students /Exam /course\_registration



Course :select	Semester :select
Batch: select	
Subject Name and Code	

- 1. All current semester papers should be displayed
- 2. For those students with arrears, the current semester papers together with ONLY arrear papers should be displayed.
- 3. If a student has cleared all the papers in a particular semester and if he attempts to make a selection again in that particular semester, ALL PAPERS CLEARED should be automatically displayed.

Home/stakeholders/Students /Exam/Schedule

DISPLAY PANEL (schedule exam)										
	ter		Academic year	Subject Code	Subject Name	Date of Exam Scheduled	Exam Time:	Session	Uploads	
Course	Semester	Batch	Acade	Subje	Subje	Date Sch	Exa	Se	n	-
										]

# Home/stakeholders/Students /Exam /Download\_HALL\_TICKET

 DISPLAY PANEL(HALL TICKECT)							
Course	Semester	Batch					
			Download HALL TICKET				

Home/stakeholders/Students/Online\_Exam

Take e	xam			🖬 Dastriboard / 🏫
<u>Cupy</u>	Excel CSV PDF			Search
#	* Name	Exam Status	Duration	Action
1	ICT Exam - Taken	One Time	10	Take exa
2	Class Test - Exprest	Multiple Time	10	Take es
¥.	Quiza Test - Expresit	Orie Time	0	Taktuova
ě.	Pre Test - Bztakan	Mutuple Time.	0	Takeress
	to 4 al 4 entries			Previous 1
Vork <u>ttps:/</u>	ction ing Prototype Model is present //codecanyon.net/item/inilabs-sc Model should be implemented		xpress/11630	<u>340</u>

INPUT FORM for Take Exam butt	on LIST	r PANEL (Online Exam)
QUESTION 1 OF 50		Pre Test
India Work the Workd Diversportump Of Dicket Defeating Pakittan In The Final By 8 Wickets/Who Wei, The Mail Of Traintention?	T Mark	1 2 3 4 5 6 7 8
C true C Sector		9 10 11 12 13 14 15 16
C agite		17 18 19 20 21 22 23 24
		25 26 27 28 29 30 31 32
INTEREMENT BARRING REVERING A RECT. FLEAR ANDRER. HINGH		37 34 25 36 37 38 39 40
		41 42 43 44 45 46 47 48
		-49 50
		Summary
		a Arowent a Market
		0 Not Artswered 50 Not Viscosi

# Home/stakeholders/Students/Study\_Material

	LIST PANEL (Study material)								
Fre	m: Click h	ere to enter	a date.	To: Click h	here to enter a date. S			earch Panel	
	Course	Semester	Subject	Topic	Brief description of material	Type of material	List of uploaded documents with link	Actions	
	(Auto fetch)							VIEW	
			1				•		

Subject	Subject Code	Semester	Theory /Practical /Project work	Amount
(Autofetch)			Theory	
			Practical	
	DISPLAY	YPANEL (All A	Arrears Papers)	
Subject	Subject Code	Semester	Theory /Practical /Project work	Amount
(Autofetch)				
			Total Amount	
	DISPLA	AY PANEL (Ez	xtra Amount )	
				Amount
DEGREE CE	ERTIFICATE			
PROVISION	IAL CERTIFICATE			
CONSOLID	ATED GRADE SHE	ET		
GRADESHE	ET			
CONDONA	TION FEE			
			Total Amo	unt
			Total Amo	unt

# Home/stakeholders/Students/mentor system

	L	IST PANEL (mentor	system)	
Fr	om: Click here to enter a date.	To:	Click here	e to enter a date.
	Name of the Mentor	Next date of review		No. of Mentoring sessions conducted
	(Autofetch)			
		Online Paymer	nt	
	Instruction 1.Online Payment to be I Depending on the Last D	-		ollege for a particular Period

Home/stakeholders/Students/Fee/ College\_Tution

#### Home/stakeholders/Students/Placement/alumni referral

			LIST PAN	VEL ( alı	ımni refe	rral)			
Fre	From: Click here to enter a date. To: Click here to enter a date.								
		1	1	1	1	1		1	
	Name of the refernce	Email Id	Name of the Position	Recruiter	No of Vacancies	Skill Set Required	Date & Time of interview	Venue	Advertisment upolad if any
	(Autofetch)								
	struction: is Event shlould	expire Af	fter Date of	interviev	w +3 Da	iys			

#### +home/stakeholders/ Students /leave management/apply\_or\_cancel leave

			LIS	ST PAN	IEL (apply	or cancel le	ave)
F	From: Click here to enter a			To: C	Click here to	o enter a	Search Panel
C	date.			date.			
			Dura	ation	[S		Actions
					len		
	ve				una		
	Type of Leave				List of uploadeddocuments with link		
	of I	E			led nk		
	je (	asol	E		t of oac h li	tus	
	Tyl	Reason	From	To	Lis upl wit	Status	
	-		, ,	-			EDIT DELETE
							CANCEL
							CANCEL

#### APPLY

Instructions:

- 31. Form is submitted to the HOD.
- 32. When the input form is saved but not submitted, status is NOT SUBMITTED.
- 33. On submission, the status is SUBMITTED.
- 34. On approval / non approval, the status is APPROVED / NOT APPROVED
- 35. On APPROVED / NOT APPROVED status, EDIT and DELETE buttons are disabled.
- 36. On APPROVD status, CANCEL button is enabled.
- 37. If type of leave is not CL, after the expiry of the leave period, CANCEL button is disabled.
- 38. If CANCEL request is made, the status remains to be APPROVED until cancellation is processed.
- 39. Once request for cancellation is processed the status is changed to FULLY CANCELLEd.

INPUT FORM for APPLY and EDIT button LIST PANEL (apply or cancel leave)							
Type of Leave : select	Reasons:						
From: Click here to enter a date.	To: Click here to enter a date.						
	•						
UPLOAD upload documents if any							
SAVE	SUBMIT						

INPUT FORM for CANCEL button LIST PANEL (apply or cancel leave and joining report)							
Type of Leave: (auto fetch)       Reasons for leave: (auto fetch)							
Leave applied From: (auto fetch)	Leave applied From: (auto fetch)						
Reasons for							
Cancellation:							
Cancel From: Click here to enter a date.	Cancel To: Click here to enter a date.						
UPLOAD upload documents if any	UPLOAD upload documents if any						
SUB	BMIT						

# +home/stakeholders/ Students /Live\_Class\_Room \_Links

		DIS	PLAY PANI	EL ( Liv	e_Clas	s_Room _Lin	ks)	
Fr	om: Click	here to enter a	date.		To:	Click here to e	enter a date	à /•
		Subject : s	elect			Academic	Year: sele	ct
		Semester: s	select					
	Subject	Description	Meeting Title	Meetii Date	ng	Meeting Duration (Minutes)	Meeting URL	Meeting Password (If any)
	(Autof etch)							

# +home/stakeholders/ Students /Scholarship

m: Click here to	enter a date.	То	: Click here to en	ter a date.
Name of the scheme	Description of the Scheme	Scheme Closing Date	List of uploaded documents with link	Action
(Autofech)				VIEW

1. Scholarship Input to be Given By Nodel Officer of college .on View it can link to external website.

# DISPLAY PANEL (Important\_Links) Academic Year: select Subject : select Semester: select Suject: (AutoFetch) Description of URL URL SI.No Action (AutoFetch) VIEW Suject: (AutoFetch) SI.No Description of URL URL Action VIEW (AutoFetch) Placement: (AutoFetch) SI.No Description of URL URL Action (AutoFetch) VIEW

#### +home/stakeholders/ Students /Important\_Links

### +home/stakeholders/ Students /Educational\_Loan

	DIS	PLAY PANEL (Ed	· · · · · ·									
Loan Details: (AutoFetch)												
Name of	Description	Bank Name	List of uploaded	Action								
the Loan	of the		documents with									
scheme	Scheme		link									
(Autofech)				VIEW								
````												

Instruction

1. Loan Details Input to be Given By Nodel Officer of college .on View it can link to external website.

# +home/stakeholders/ Students / FeedBack/Faculty\_Teaching\_Learning\_Evaluation

vame (	of the Faculty :select Ba	atch : (auto	rete	cn)					
Course	: (auto fetch) Se	mester : (aut	o f	etc	h)				
	estionnaire is intended to collect information	<b>`</b>			/	fac	tio	n towa	ard
•	teaching, learning and evaluation. The i	-	•						
onfide	ntial and will be used as important fe	edback for q	ual	ity	im	pr	ove	ement	of
rogran	nme of studies/institution.								
Directio	ons:								
For each	item please indicate your level of satisfaction with	the following st	aton	nont	by	ch	noci		
	between 1 and 5.	the following st	ater	ICIII	by	CIN	0031	ng ш	
	strongly disagree, 2 - disagree, 3 – neither agree nor d	isaaroo 4 - aaro	5	etr	000	ly a	aro	<b>a</b> )	
122	aching, Learning and Evaluation:	13ayiee, 4 - ayie	1	1	3	4	5	ej	
	The teacher completes the entire syllabus in time	<	1	-	J		5		
	The teacher discusses topics and interact in the c		<u>.</u>		<u>)</u>	2 2	- 31		
	The teacher communicates clearly and inspires me		0	<del>(</del> (	) –	<u>8 8</u>	ŝ.		
	The teacher is punctual in the class.	by his teaching.	9e	8	e	0—9.			
	The teacher comes well prepared for the class.		-	<u>s :</u>	<u></u>	2 2	- 21		
	The teacher encourages participation and discuss	on in class	ŝ.	÷	-	<del>( 6</del>	- 3		
	The teacher uses modern teaching aids, handouts	CALL ROOM CONTRACTORS	se -	8 - 3	2	8-2	- 22		
<i>'</i> .	references, power point presentation, web-resour								
8.	The teacher's attitude towards the students is frie		<del>6</del> -	<del>6 (</del>	)	<del>8 3</del>	- 51		
	The teacher is available and accessible in the Dep		se	8-3	a – 1	8-9			
-	. The evaluation process is fair and unbiased.		37	×	<u>.</u>	3_22			
	. Regular and timely feedback is given on our perfo	rmance.	8	16 - 1	2	<del>8 6</del>	- 3		
	. Periodical assessments are conducted as per sche		2		8 	8 8	ė		
	. I have learnt and understood the subject material					<u> 2</u>			
	er comments:		<u>.</u>	<u> </u>			- 22		

# +home/stakeholders/ Students / FeedBack/Facilities\_and \_Services of College

This qu facilitie The info feedbac	: (auto fetch) Semester : (auto fetch) estionnaire is intended to collect information relating to your s s and services provided for creating conducive atmosphere for ter- ormation provided by you will be kept confidential and will be				
facilities The info feedbac	s and services provided for creating conducive atmosphere for tea				
The info feedbac		achi	fact	ion t	ow
feedbad	prmation provided by you will be kept confidential and will be		_		
			ed a	s im	por
	ck for quality improvement of the programme of studies/institution	on.			
D	irections:				
Fo	or each item please indicate your level of satisfaction with the following s	tater	ment	by cł	100
а	score between 1 and 5.				
	(1 - strongly disagree, 2 - disagree, 3 - not sure, 4 - agree, 5 - str	ongl	y agr	ee)	
22 - 14	Statement	1	2	3	4
1.	The prescribed books/reading materials are available in the library/ seminar.				
2.	Reading room and common room are available in the faculty/college building.	č			
3.	Available reading space in library/seminar is satisfactory.				$\square$
4.	The library/seminar staff are cooperative and helpful.	<i>с</i>	8-3	2 - 5	
5.	Photocopying facility in the library/Department is available and satisfactory.	9			
6.	Internet facilities are available in the department.	ë. G		. 1	
7.	Online educational resources are available and accessible.	87 87		. 0	
1.000	The office staff in the department are helpful.	ŝ	<u></u>		
2.5	Results and attendance records are displayed on time				
	<ol> <li>Toilets/washrooms are hygienic and properly maintained.</li> </ol>	с Э			
	. Clean drinking water is available in the department and on the campus.				L_
	2. Grievances/problems are redressed/solved well in time.	8			-
13	<ol> <li>The functioning of the placement cell(s) in the university/department is satisfactory.</li> </ol>				
1/	Equipment in the lab(s) are in working condition.	2	<u>s</u> (	1 2	-
	. The campus is green and eco friendly.	9 <u> </u>	8 3	8 2	-
		o	8 - 3	2 8	
	The buildings/classrooms are accessible to differently abled persons.			<u>s</u> s	-
16	The buildings/classrooms are accessible to differently abled persons. The classrooms are clean and well maintained.	8	r		
16 17	The buildings/classrooms are accessible to differently abled persons.     The classrooms are clean and well maintained.     The campus has adequate power supply.	K K		<del>1</del> 7	-

Parents Module

19. <u>Academic Calendar</u>	20. Students Profile
	a. PersonalDetails
21. Class Time Tabel	22. <u>Subject /Faculty List</u>
	22. <u>Subject/Fuddity_East</u>
23. Attendance	24. Exam
a. Consoladiated Attendance	a. Continuous Internal
b. Subject Wise	Assessment
	b. Consoladiated CIA
	c. <u>Exam Result</u>
	25. <u>Study material</u>
26. Fees	27. Mentor System
a. <u>College Tution</u>	
b. Exam	
28. Placement	
a. Alumni referral	
b. Placement Officer	
	29. <u>Scholarship</u>
30. Educational Loan	31. Important Links
	18.Dashboard
	About College
	Notification

#### PARENTS

	D	ISPLAY PA	NEL (updat	te calendar)		
· · · · · ·						
<< < >			ugust 2020			eek Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11		13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

#### 4. Home/stakeholders/Student/Academic\_Calendar

Instructions:

- 13. When any date is clicked, it will open event input form
- 14. Background colour and their meaning:
  - 17. Blue: Instructional day
  - 18. Green: Non-Instructional day
  - 19. Red: Public holiday
  - 20. Orange: Vacation
- 15. Each coloured strip represents a type of event

Home/stakeholders/Students/profile/personal\_details

Student Code: (auto fetch)	Department : (auto fetch)
Batch: (auto fetch)	Academic Year : (auto fetch)
Title :select	Name:(in caps)
<b>DOB:</b> Click here to enter a date.	Gender : (auto fetch)
Mobile No: (auto fetch)	Phone No: (auto fetch)
email: (auto fetch)	Present Address: (auto fetch)
Permanent Address (auto fetch)	Mother Tongue (auto fetch)
State (auto fetch)	Pin Code (auto fetch)
Community : (auto fetch)	Religion : (auto fetch)
Blood group : (auto fetch)	PWD : (auto fetch)
Aadhar: (auto fetch)	Admission Date : (auto fetch)
Admission By (auto fetch)	Father Name : (auto fetch)
Father Phone (auto fetch)	Father Occupation : (auto fetch)
Father Income (auto fetch)	
Mother Name (auto fetch)	Mother Phone : (auto fetch)
Mother Occupation (auto fetch)	Mother Income (auto fetch)
Number of Sibling: (auto fetch)	Name of Sibling (auto fetch)
Social Links	
Facebook (auto fetch) Twitter(auto fetch)	Register Number (auto fetch)
Linkedin (auto fetch)	/Roll

cademic Ye	ar: (Auto Fe	etch)		Semester:	(Auto Fetch	)	
			Subject V	Vise: All			
	ſ	1	1				1
	1	2	3	4	5	6	7
Monday	Subject name						
	Staff name						
	Room number						
	Time:						
Tuesday	Subject name						
	Staff name						
	Room number						
	Time:						
Wednesday	Subject name						
	Staff name						
	Room number						
	Time:						
Thursday	Subject name						
	Staff name						
	Room number						
	Time:						
Friday	Subject name						
	Staff name						
	Room number						
	Time:						

### Home/stakeholders/Students/subject

A	cademic	e year: (	Auto F	Fetch)		DI	SPLAY PANEL	-	-	uto Fetcl	ı)	
							٩	Marks		Туре		
	Subject Code	Subject Name	Hours per week	Credits	Theory/ Pratical	Faculty Name	Continuous Assessment	Semester Examination	Total Marks	Mandatory	Eelective Paper	Syllabus
									-			

The subjects allotted to the faculty during the current semester are displayed by default.

<< < >	> >>	A	ugust 2020		Month W	veek Da
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Holiday
2	3	4	5	6	7	
Holiday	Half Day -FN Present	Present Full Day	Present Full Day	Half Day -AN Present	Present Full Day	Special Class
9	10	11	12	13	14	1
Holiday	Present Full Day	Present Full Day	ABSENT FULL DAY	Present Full Day	Present Full Day	Holid
16	17	18	19	20	21	2
Holiday	Permission For Sports	Present Full Day	Present Full Day	Absent for 2,4 Hour	Present Full Day	Holic
23	24	25	26	27	28	2
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	ABSENT FULL DAY	Holid
30	31	1	2	3	4	
Holiday	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Present Full Day	Holic

Home/stakeholders/Students/Attendance/Consoladiated Attendance

Total hours Taken \_\_\_\_\_ Month : Total Hour present\_\_\_\_\_Month: Total Hour Absent \_\_\_\_\_Month: Percenatge of Attendance \_\_Month:

Background colour and their meaning:

- 6. Yellow: Half day- Present Either AN/FN
- 7. Green: Present
- 8. Red: Full day Absent
- 9. Blue: Permission
- 10. Viliot: Special Class

#### Home/stakeholders/Students/ Attendance /Subject\_wise

				DISPL	AY PANEL(Day	Wise & Subje	ct Wise)				
Academic Year: (Auto Fetch) Semester: (Auto Fetch)											
<	< <		> >> August 2020					Month	Week	Day	
					Subject	Wise: All					
		1th H	Hour	2 <sup>th</sup> Hour	3 <sup>th</sup> Hour	4 <sup>th</sup> Hour	5 <sup>th</sup> Hour	6 <sup>th</sup> Ho	our 7 <sup>th</sup>	' Hour	
Monday		Subject name		Subject name	Subject name	Subject name	Subject name	Subject r	ame Sut	Subject name	
1/08/2020		PRESENT		PRESENT	PRESENT	PRESENT	ABSENT	PRESEN	T PR	PRESENT	
Tuesday		Subject name		Subject name	Subject name	Subject name	Subject name	Subject r	ame Sut	oject name	
2/08/2020		PRESENT		PRESENT	PRESENT	PRESENT	PRESENT	PRESEN	T PR	ESENT	
Wednesday		Subject name		Subject name	name Subject name Subject name Subject name Subject name		name Sut	oject name			
3/08/2020		ABSENT		ABSENT	ABSENT	ABSENT	ABSENT	ABSENT		ABSENT	
Thursday		Subject name		Subject name	Subject name	Subject name	Subject name	Subject r	ame Sut	oject name	
4/08/2020		Permission		Permission	Permission	Permission	Permission	Permissi	on Per	mission	
Friday		Subject name		Subject name	Subject name	Subject name	Subject name	Subject r	name Sut	oject name	
5/08/2020 PRESE		ENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESEN	T AB	SENT		

Total hours Taken on selected /All Subject : Total Hour present on Selected/All Subject: Total Hour Absent on selected/All subject Percenatge of Attendance on selected/ALL Subject:

#### Instruction

Background colour and their meaning:

- 5. Yellow: selected period Absent
- 6. Green: Present
- 7. Red: Full day Absent
- 8. Blue: Permission
- 5. On selection of the subject ,only that subject should be dispalyed .

Home/stakeholders/Students/ Exam /cia

		LISTPA	NEL (cia)	
Subject	Theory / practical	Type and number of Internal Assessments	List of uploaded documents if any	Links
(Autofetch)	Theory	Test		VIEW NOTIFICATION VIEW QUESTION PAPER AND KEY VIEW MARKS
(Autofetch)	Theory	Assignment		VIEW NOTIFICATION VIEW MARKS
(Autofetch)	Practical	Practical -1		VIEW MARKS
Instruction: Upload to be	Disabled f	for the Parents		

	LIST PANEL (view notification)									
	Batch: (auto fetched)	Subject: (auto fetch)	Title of the Internal Assessment: :(Auto Fetch)	Description of the Internal Assessment: :(Auto	Fetch)	Date of Internal Assessment / Last date for submission: (Auto	Link To Uploaded document :(Auto Fetch) if any	From: Enter starting time (Auto Fetch)	To: Enter ending time (Auto Fetch)	
		D	ISPLAY PANE	L (post qu	estion	paper and	keyin )			
				<b>T</b>			•			
		: (auto fet	ched)		•	ect: (auto fe				
	Title of Intern		ment: (auto fetch	ed)	Description of the Internal Assessment: (auto fetched)					
	-		,	,	men	141 (1550551)	itent. (auto)			
	Date of Internal Assessment / Last date for submission: (auto fetched)									
From: (auto fetched) To: (auto fetched)						d)				
	(auto fetched) Upload Question paper and key should be Displayed									

DISPLAY PANEL (marks)							
Batch: (auto fetched)	Subject: (auto fetch)						
Title of the	Marks : (auto fetch)						
Internal Assessment: (auto fetched)							

DISPLAY PANEL (partical marks)									
Batch: (auto fetched)						Subject: (auto fetch)			
Expirement	1	2	3	4	5	6	7	8	9
Marks									

## Home/stakeholders/Students /Exam\_Result

	DISPLAY PANEL (1 <sup>st</sup> Semester Marks)									
Subject	Ma	arks	Total Marks	Min	Max Marks	Result				
-	Continuous	Semester	Obtained	Marks		(Pass/Fail)				
	Assessment	Examination								
(Autofetch)										
L										
Percentage or (	Percentage or Grade									
r creentage of v										

DISPLAY PANEL (2 <sup>st</sup> Semester Marks)									
Subject	Ma	arks	Total Marks	Min	Max Marks	Result			
	Continuous	Semester	Obtained	Marks		(Pass/Fail)			
	Assessment	Examination							
(Autofetch)									
Percentage or (	ercentage or Grade								
0									

Subject	Theory / practical	Type and number of Internal Assessments and Marks	Total Marks obtained
(Autofetch)	Theory	Test (10)	
(Autofetch)	Theory	Assignment (10)	
(Autofetch)	Theory	Attendance (5)	
		Total(25)	
Subject	Theory / practical	Type and number of Internal Assessments and Marks	Total Marks obtained
$(\Lambda_{a}, f_{a}, f_{a}, f_{a})$	TT1		

	practical	Internal Assessments	
		and Marks	
(Autofetch)	Theory	Test (10)	
(Autofetch)	Theory	Assignment (10)	
(Autofetch)	Theory	Attendance (5)	
		Total(25)	

Subject	Theory / practical	Type and number of Internal Assessments and Marks	Total Marks obtained
(Autofetch)	practical	Experiments (20)	
(Autofetch)	practical	Attendance (5)	
		Total(25)	

#### Instruction

1.Based on CIA template in Nodel Office assigned to Each Subject intermal Marks are calculated for each Theory and pratical subject's and dispalyed in the Above Tabel

# Home/stakeholders/Students/Study\_Material

	LIST PANEL (Study material)									
Fro	From: Click here to enter a date. To: Click here to enter a date. Search Panel									
	r				-					
	Course	Semester	Subject	Topic	Brief description of material	Type of material	List of uploaded documents with link	Actions		
	(Auto fetch)							VIEW		
		<u>.</u>								

# Home/stakeholders/Students/Exam/ Exam\_Fees

	LIST PANEL (Exam Fees)									
La	Last Date of Exam Fees Collection (Auto Fetch)									
	Course	Description	Subject	Amount						
	(Autofetch)									
			Total Amount							
	· · ·		Payment I Officer of college for a Collection	a particular Period						

# Home/stakeholders/Students/Fee/ College\_Tution

La	Last Date of Tution_fees Collection (Auto Fetch)								
	Course	Description	Amount						
	(Autofetch)								
		Total							
		Online Payment							
	Instruction 1.Online Payment to be Enabled By Nodel Officer of college for a particular Period Depending on the Last Date of Fees Collection								

## Home/stakeholders/Students/mentor system

LIST PANEL (mentor system)										
From: Click here to enter a da	te.	To: Click here to enter a date.								
Name of the Mentor	Next date of re	eview No. of Mentoring sessions conducted								
(Autofetch)										

#### Home/stakeholders/Students/Placement/alumni referral

	LIST PANEL ( alumni referral)										
Fre	From: Click here to enter a date.To: Click here to enter a date.										
	Name of the refernce	Email Id	Name of the Position	Recruiter	No of Vacancies	Skill Set Required	Date & Time of interview	Venue	Advertisment upolad if any		
	(Autofetch)										
	Instruction: This Event shlould expire After Date of interview +3 Days										

+home/stakeholders/ Students /Scholarship

DISPLAY PANEL (Scholarship)											
From: Click here to enter	a date.	To: Click here to	To: Click here to enter a date.								
Scholarship Details											
	-	I									
Name of the scheme	Description of	Scheme Closing	Action								
	the Scheme	Date									
$(\mathbf{A}_{1}, \mathbf{f}_{2}, \mathbf{f}_{2}, \mathbf{h}_{2})$											
(Autofech)			VIEW								
Instruction											
	it to be Given By Nod	el Officer of college .on	View it can link to external								
website.											

+home/stakeholders/ Students /Important\_Links

DISPLAY PANEL (Important_Links) Suject: (AutoFetch)											
Sl.No	Description of URL	URL	Action								
(AutoFetch)			VIEW								
SI.No	Description of URL	Suject: (AutoFe URL	Action								
(AutoFetch)			VIEW								
SI.No		acement: (Autol URL	Fetch) Action								
	Description of URL	UKL	VIEW								
(AutoFetch)											

## +home/stakeholders/ Students /Educational\_Loan

	DIS	PLAY PANEL ()									
	Ec	ducational Loan									
Loan Details: (AutoFetch)											
SI.No	Bank NAme	Educational	Application Form								
1		Loan Scheme	×////	4							
1	Allahabad Bank		VIEW								
				-							
				-							
Instruction											
1. Loan Detai	$\mathrm{ls}$ Input to be Given By No	odel Officer of college	on View it can link to external web	osite.							

Retired Faculty Module 265

#### **RETIRED FACULTY**

+home/stakeholders/retired\_faculty/academic\_profile

Name of the Faculty       Name of the Faculty         Name of the Faculty       Month and Year of Joining         Government Service       Month and Year of Joining         Month and Year of Superannation       Months         Month and Year of Superannation       Days         Days       Days         Month and Year of Superannation       Days         Months       Areas of         Months       Days         Months       Months         Months       Months		LIST PANEL (academic_profile)												
Name of the Faculty Month and Year of Government Servic Month and Year of Months Months Months Months Area of Expertise Highest Qualificatio Kind of Service wil Kind of Service will Contact Details		50	nnuation	Year	rs of		ation				assed	extend		Actions
	Name of the Faculty	Month and Year of Joining Government Service	Month and Year of Supera	Days	Months	Years		Discipline	Area of Expertise	Highest Qualification	Examination	Kind of Service willing to	Contact Details	
														EDIT DELETE

INPUT cum EDIT PANEL (academic_ profile)								
Name of the Faculty:	Month and Year of Joining Government							
	Service: Click here to enter a date.							
Month and Year of	Total Number of Years of Experience:							
Superannuation: Click here to enter a date.	(dd/mm/yy):							
Designation on								
Superannuation:select	Discipline:							
Area of Expertise:	Highest Qualification: select							
Qualifying Examination Passed: select	Kind of service willing to extend:							
Contact Details:								
SAVE	SUBMIT							

# **Examination Cell**

#### Examination Cell

1. <u>Course-Enabled Module</u>	2. <u>Student- Course Registration</u>
3. Student Semester Mark Entry	4. <u>Exam Schedule</u>
5. <u>Exam Payment Fees</u>	6. <u>Hall Ticket Generation</u>
7List Passed and Arrear Students	

## +home/Examination/Enable\_Module

Name :	Actions:				
Enable Course Registration Module For Students	select				
Generate Hall Ticket	select				
1. This module should be pushed to the Stud	lents Module as and when the student enables his				

# +home/Examination/Student \_Course \_Registration

		List PANEL (Student	_Course_Registration)							
Α	cademic Year: select		Semester: List all the Semester							
В	atch: select		Subject: select							
_										
	Reg. No.	Name	Actions							
	(Autofetch)	(Autofetch)	EDIT DELETE							
	ADD									
		ts who have registered for th								
	2. If a student is left out, the Nodal Officer should use the option to add the students									

Academic Year: select	Course: select	Batch select : select
Reg.No.	Name of the Student:	
List the Registration numbers:	List the Students Names: (Auto	Check Box to Add
(Auto Fetch)	Fetch)	the Students
	SAVE	

+

## home/ Examination/student\_semester\_mark\_entry

			List	PANEL (s	tuder	nt_sem	ester_	_mark_	_entry	')						
	ic Year: s						Seme	ester:	select							
Batch se	elect : sele									U	PLOA	<b>DEXCEL</b>	FILE			
		Enter GF	PA Computation	on												
	Enter Marks To Grade Conversion									En	ter C	GPA Compu	utation			
	MARK ENTRY PANEL (1 <sup>st</sup> Semester Marks)															
Reg. No.	Name	Semester				List all	l the S	Subjec	cts			Result	Semester Grade Point Average (CGPA)			
				S1	S2	<b>S</b> 3		S4	S5	S6	<b>S</b> 7					
			Continuous Assessment	(Auto Fetch)	(Auto Fetch)	(Auto Fetch)		(Auto Fetch)	(Auto Fetch)	(Auto Fetch)	(Auto Fetch)					
		т	Semester Examination													
		I	Total Marks Obtained									(Auto Populate)				
						Min. Marks Max. Marks										
(Auto Fetch)											Grade Point Average (GPA) or Percentage					
	(Auto Fetch)					List all	l the S	Subjec	cts			Results	Semester Grade Point Average (CGPA)			
				<b>S</b> 1	S2	<b>S</b> 3		<b>S</b> 4	S5	S6	<b>S</b> 7					
		п	Continuous Assessment	Auto Fetch)	Auto Fetch)	(Auto Fetch)		Auto Fetch)	(Auto Fetch)	(Auto Fetch)	(Auto Fetch)	(Auto Populate)				
			Semester Examination					3			3					
			Total Marks Obtained													
			Min Marks													

	Max Marks						
	Grade Point						
	Average						
	(GPA) or						
	Average (GPA) or Percentage						
 •		•					

#### OVERALL CGPA OVERALL PERCENTAGE

1. There should be an option to Upload Marks in Excel File for Batch Processing

#### +home/ Examination /Schedule

	DISPLAY PANEL (schedule_exam)										
	Course	Semester	Batch	Academic year	Subject Code	Subject Name	Date of Exam Scheduled	Exam Time	Session	Uploads	Actions          EDIT       DELETE         Push to Students
ADD											

INPUT FORM FOR ADD AND EDIT	IN LIST PANEL (schedule_exam)								
Course: select	Academic year: select								
Semester ALL	Subject Name:								
Subject Code	Batch :select								
Date of Exam Scheduled:Click here to enter a	Exam Time :								
date.									
Session: select									
UPLOAD Upload supporting documents, i	UPLOAD Upload supporting documents, if any								
SAVE	SUBMIT								

#### +home/Examination /Fees

						DISP	LAY I	PANE	L (exa	amination_1	fees)		
	Course	Semester	Batch	Academic year	Theory Subjects Fee	Practical Subject Fee	Project Fee Amount	Name of the Examination and Fee	Amount	Name of the Examination and Fee Amount	Actions		
											EDITDELETEPush to Students		
	ADD INP	PUT F	ORM	FOR	ADD	AND	) EDI	ΓINL	IST P	PANEL (exa	amination_fees)		
<u> </u>		1 4							1	•	1 /		
Cou	rse: se	elect						A	cade	mic year: se	elect		
Sem	emester: ALL							В	atch	:select			
The Fee	Theory Subjects								Practical Subject				
		ee Am	nount:						Fees: ADD OTHER FEES				
							SAV	E S	SUBN	/IIT			

INPU	UT FORM FOR ADD O	THE	R FEES (examination_	fees)
Name of the Examination Fee:			Fee Amount:	
Name of the Examination Fee:			Fee Amount:	
Name of the Examination Fee:			Fee Amount:	
Name of the Examination Fee:			Fee Amount:	
Name of the Examination Fee:			Fee Amount:	
Name of the Examination Fee:			Fee Amount:	
		SA	<b>VE</b>	

					Actions
Course	Semester	Batch	Academic Year	Generated Hall Ticket View	
					EDITDELETEPush Hall Ticket To Students
ADD					

Auto fetch Schedule

Course: select	Academic ye	cademic year: select								
Semester: ALL	Batch :select	atch :select								
		GENERATE HALL TICKET								
Reg. No.	Student Name	List of Subjects Registered and Paid for	List of Arrears	List Attendance Shortage						
(Auto Fetch)	(Auto Fetch)	(Auto Fetch)	(Auto Fetch)	(Auto Fetch)						
SAVE         SUBMIT           1. On selection of radio button Hall ticket should be generated										

DISPLAY PANEL	(HALL_TICKET)	
REG.NO.:	BATCH CODE:	
NAME :	РНОТО	
SUBJECT & SCHEDULE(AUTOFETCHED)		

## +home/Examination/Passed\_and\_Arrear\_Students

LIST PANEL (passe	d_and_arrear_students)
Academic Year: select	Semester: ALL
Batch select : select	Subject: select
List Students: select	List of students with Arrears: select
Reg. No.	Name (Autofetch)
1	

Expert Module for Subjects

Need to Implement the forum for Subject Experts

Working Demo Model URL

https://www.phpbb.com/demo/

The same can be implemented with Subject Experts as Moderators

Training Placement Module

20. Academic Calendar cum Daily Planner	
1.1 <u>Update Calendar</u>	
21. Criteria For Determining Eligibility	22. Company Details
23. <u>Placement_Statistics</u>	24. Company wise Placement
25. Compan- wise Internships	26. Internship Statistics
27. <u>Online Test</u> s	
28. Dashboard	
1. Total Companies Visited	
2. <u>Packages Offered</u>	
3. <u>Packages Breakup</u>	
4. <u>Company Wise Breakup</u>	
<u>5.Internships</u>	

## +home/stakeholders/tnp/update\_calendar

	DI	SPLAY PA	NEL (updat	e_calendar)		
· · · · · ·						
<< < >			ugust 2020		eek Day	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	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

#### Instructions:

- 16. When any date is clicked, it will open event input form
- 17. Background color and their meaning:
  - 21. Blue: Instructional day
  - 22. Green: Non-Instructional day
  - 23. Red: Public holiday
  - 24. Orange: Vacation
- 18. Each colored strip represents a type of event

#### 

12. Public events are only propagated

## +home/stakeholders/tnp/criteria\_condition

				L	ST PAN	EL (crite	ria_condition)		
Fre	om: Click	there to e	nter a da	te. To	Click he	ere to ent	er a date.	Search Panel	
	Date	Lom		Name of the Company	Criteria Condition	List of uploaded document s with link		Actions	
	I					I	STUDE ATT	DELETE CESS CRITERIA ENTS WILLING TO END COMPANY VIEW/INTERNSHIP	
	ADD								

+Home/stakeholders/tnp/Criteria\_for\_determining\_eligibility

INPUT FORM FOR ADD AND EDIT BUTTONS IN LIST PANEL(criteria_condition)	
<b>Date</b> : Click here to enter a date.	Venu
Time From: Enter starting time	Time To: Enter ending time
Name of the Company	ADD CONDITION
SAVE SUBMIT	

#### INPUT FORM FOR ADD CONDITION BUTTON IN LIST PANEL (criteria\_condition) Course: select Batch: select LIST ALL **CRITERIA CONDITION STUDENTS** 10 PERCENT CUT OFF 60 12 PERCENT 60 CUT OFF **₩** UG PERCENT AGE CUT OFF 60 ✓ PG PERCENT AGE CUT OFF 50 Number of Arrears select Allowed SAVE SUBMIT

	Criteria Condition			
Name of the Students	Course	Batch		
Remarks	Name of the	e Company (Auto fetch)		
	Name of the North			
Remarks ARE YOU INTERESTED YES				
ARE YOU INTERESTED	TO SEEK A POSITION IN THI			

#### INPUT FORM FOR STUDENTS WILLING TO ATTEND COMPANY BUTTON IN LIST PANEL (criteria\_condition )

List all students -Interested to seek a position in this company (Feed back got from Students Dashboard)								
Name of the Students	Course	Batch						

# +Home/stakeholders/tnp/Company\_details

										y_details	)			
From	n: Clic	k here to	o enter a	date.	To: (	Click l	here t	o ente	er a da	nte.	_	Search l	Panel	
	Name	Type of Company	Highest Salary Package	Minimum Salary Package	Cont act Person	Email id	Website Address	Remarks	Brief Description of the	Uploads, if any	A	Actions		
А	ADD											DELETE		
		0	INPU Name of company Highest S	the		ADD A	AND	EDIT		Type of	IEL (comp f Company Core comp m Salary	Software co	-	
		I	Package Conatct P Website A	Person	s :					Package Email ic Remarks	: 1:			
		I		the El selectio		Cours	e,		ata if					
				0	pload sup	porun	ig uo		AVE	SUBM	IIT			

# +home/stakeholders/tnp/Placement\_statistics

Courseselect	Batchselect
Academic Year: select	Semester: select
Total Students :(Auto fetch )	No. of students opted for Higher Studies:
Total Eligible	Total Eligible students ( Girls):
Total Students Placed (Boys):	Total Students Placed (Girls):
Yet to be placed (Boys):	Yet to be placed: (Girls)
TOTAL RECRUITERS	Total I.T companies
Total CORE companies visted	Total Other Companies Visited
Highest Salary Package	Min Salary
Avg salary Package	Placement Pertcentage (Auto Calculate
UPLOAD upload supporting docu	iments, if any

## +home/stakeholders/tnp/Company wise Placement

	LIST PANEL (Company wise Placement)								
From	om: Click here to enter a date. To: Click here to enter a date.							Search Panel	
								Actions	
	Course	Batch	Academic Year	Company name	Total No. of Candidates Registered	Total No of candidates Appeared	Total No of Candidates Selected		
								EDIT DELETE	
I	ADD								

# INPUT FORM FOR ADD CRITERIA CONDITION IN LIST PANEL ( Company-wise\_placement)

Course: select	Academic Year: select	
Batch: select	List companies select	Total No of candidates selected in Each Company
LIST ALL STUDENTS	List companies       particular         Lotal No candidates Registered       Total No candidates Apperared         Lotal No candidates Voltante       Image: Company of the second	Company NameLIST OF ASSIGNED STUDENTSASSIGN EDIT DELETE
	SA	Γ

<b>INPUT FORMFOR ASSIGN &amp; EDITBUTTON IN LIST PANEL</b> (COMPANY WISE PLACEMENT)										
Reg. no. of the student: (Autofech)	Name of the Students (Auto Fetch)									
Name of the Companies (Autofech)	Designation									
Salary Package										
Upload: if any										
SUB	MIT									

## +home/stakeholders/tnp/Company- wise\_internships

	Course	Batch	Academic Year	Company name	Total No of Candidates Registered	Total No of candidates Selected	Actions          EDIT       DELETE
ł	ADD						

Course: select	Academic Year:			
	select			
Batch: select	List Companies select		Total No. of Candi each Company	dates selected in
LIST ALL	List	]	Company Name	LIST OF ASSIGNED
STUDENTS	Companies	S	ASSIGN EDIT DELETE	STUDENTS
		Fotal No. of Candidates Registered	Company Name	Total No: LIST OF
		Total No. of Registered	ASSIGN EDIT DELETE	ASSIGNED STUDENTS
		To		Total No.
			Company Name ASSIGN EDIT DELETE	LIST OF ASSIGNED STUDENTS
				LIST OF
			Company Name ASSIGN EDIT DELETE	ASSIGNED STUDENTS

#### INPUT FORM FOR ASSIGN & EDIT BUTTON IN LIST PANEL (Company-wise\_ internships)

Reg. No. of the student: (Autofech)	Name of the Students: (Auto Fetch)									
Name of the Companies: (Autofech)										
From: Click here to enter a date.	To: Click here to enter a date.									
Stipend Package										
SUBMIT										

# +home/stakeholders/tnp/internship\_statistics

						LI	ST PA	<b>NE</b>	L inter	nship _	_statis	stics)	
From	<b>To:</b> Click here to enter a date.								Search Panel				
				T							•		
	Course	Batch	Academic Year	Semester	Total Students	Total internship Offered	Total Candidates Registered	Total Candidates Selected	Highest Stipend	Minimum stipend	Maximum Duration	Minimum Duration	Actions
													EDIT DELET E
P	ADD												

Course select	Batch select
Academic Year: select	Semester: select
Total Students :(Auto fetch )	Total Internships offered:
Total Candidates registered :	Total Candidates
Maximum stipend:	Minimum
Maxium Duration :	Minimum     Duration :
UPLOAD upload supporting docume	ents, if any

# +home/stakeholders/tnp/companies\_visited

DISPLAY PANEL (companies_visited)						
Academic year:	Academic year: select			Course: select		
	S. No.	Core Companies	I.T. Companie	s Other Companies	Total Number of Companies Visited	

## +home/stakeholders/tnp/Packages\_Offered

DISPLAY PANEL (Packages_Offered)						
Academic year: select	Cours	se: select				
Packages Offered		Number of Companies	Number od students Placed			
Above Rs 20 Lakes P.A						
Above Rs 10 Lakes P.A						
Between Rs 5-10 Lakes P.A						
Less Than 5 Lakes P.A						

## +home/stakeholders/tnp/Packages\_Breakup

	DISPLAY PANEL	(Packa	ages_Breakup)		
Academic	Academic year: select		Course: select		
	Packages Breakup		Amount in Rs.		
	Highest Package				
	Averages Package				
	Lowest Package				

+home/stakeholders/tnp/Company\_Wise\_Breakup

	DIS	PLAY PANEL (	(Company_W	ise_Breakup)	
Academic year:	select				
Company	Total				
	Course-1 (CSE)	Course-2 (ECE)	Couse-3 (EEE)	Course-4 (Mech)	Placed
TCS	12	15	21	45	113

+home/stakeholders/tnp/Internships

		DISPLAT	PANEL (Interr	isnips)	
Academic year	: select				
Company		List all the	e Course in the	e College	Total
	Course-1 (CSE)	Course-2 (ECE)	Couse-3 (EEE)	Course-4 (Mech)	Internships Attended
Wipro	12	15	21	45	113

+Home/stakeholders/tnp/Online Exam

- For the Online Exam Module a provision for a Question Bank (Category-wise, for eg., Aptitude, Reasoning, English grammar, etc., with levels of difficulty, for eg., Easy, Average, Difficult). should be made available.
- The faculty should have the facility to import the questions from Excel
- The Training and Placement Officer and all the faculty should be able to access this question bank, choose the required questions and customize the questions from the various categories and push the prepared question paper to those students who are taking up the exam.
- Any faculty can add material to the question bank but it can be posted only after it is approved by the Moderator.
- Once the exam has been conducted, the results should be made available to the staff who conducted the exam and a result analysis report should be generated.
- Facility to schedule the exam with date and time should be made available. Once the mentioned time has lapsed, the system should automatically disable anyone from accessing the question paper.
- This module should also be incorporated into the Mobile application.

# **ALUMNI Module**

# Content

Alumni	Alumni Admin
1. <u>Alumni Login Page</u>	1.Alumni Admin Login Page
2. <u>Personal Details</u>	2.Registration Approval
3. <u>Financial Contribution</u>	3. Job Referral & Notification
4. <u>My Batch mates</u>	<u>4.Events</u>
5. <u>Events</u>	<u>5. Gallary</u>
6. <u>My Success Story</u>	<u>6. My Success Story</u>
7. Job Referral & Notification	7. Feedback
8. <u>Feedback</u>	8. Distinguished Alumni
9. Distinguished Alumni	9. Alumni Contribution
10. <u>News &amp; Updates</u>	10. News & Update

# Alumni

#### Alumni/Login Page

	Join Now
Sign In	Name Contraction
	Institution 💿
	Course (sectore v)
Emial / User id Discis a last field.	Year of Education
Password This is a test field.	Gets approval Nom Admin Researcher
	Phone Technology
	Upload Provisional / Degree Certificate /
Login	TC
	Create an Account

COLLEGE MANAGEMENT SYSTEM	)
Personal Details My Batchmates Alumni Contribution Events	
My Success Story Job Referral & Notification Feedback	
Distinguished Alumni News & Updates	

#### Alumni/Personal Details

← васк	COLLEGE MANAGE	MENT SYSTEM	•
	Personal De	etails	
Name	This is a text field.		
Date of Birth	🛱 15. 10. 2019 🗸	Email ID	This is a text field.
Occupation	Occupation	Linkedin ID	This is a text field.
Address	This is a text field.	Facebook ID	This is a text field.
PIN State	This is a text field.	Twitter ID	This is a text Field.
Country	This is a text field.		
Mobile	This is a text field.		
Blood Group	Dropdown		
	Submit		
	Submit		

Alumni/My Batch mates

	COLLEGE MANAGEMENT SYSTEM		0
	My Batchmates		
Batch of (Vear ~)			
Batch of Vear ~			
Name     Details		Chat	
Name     Details		Chat	
Name     Details		Chat	
	Virtual Meet Link	Alumni Admin Approval	

#### Alumni/financial Contribution

← BACK	COLLEGE MA	NAGEMENT SYSTEM		(	)	
	Finan	cial Contribution				
A shout out to our alumni for assista to donate towards:	nce for a few causes. I	Kindly indicate if yo	u would like			
Needs of College	Estimated Amount	Contribute Before	Online Payment	Admin Alumni		
1.New Academic Block	1 Lakh	25-12-2020	Make a Contribution	Institution		
			Make a Contribution			
			Make a Contribution			
Are you celebrating a special occasion? Would you like to make it a memorable one by donating for a cause? Please to your Alma Mater.						
Are you willing to be a Select	Acad ~	emic Contribution				

Alumni/Events

Events								
S No	Name of the Event	DD/MM/YY	Venue	Gallery	Reports			

Alumni/My success Story

(+ 1+4)	COLLEGE MANAGEMENT SYSTEM	•
	My Success Story (Blog Interface)	
	(teog interace)	
Title	Thus is a base field.	
Story	This is a test field.	
	Putrlich	

Alumni/Job Referral & Notification

(+ max)

COLLEGE MANAGEMENT SYSTEM



#### Job Referral & Notification

dit.	5,740	Name of the Refercal	Email	Name of the Position	Recruiter	No. of Vacancies	Skill Set Regiared	Dutte & Time	Venue	Adventsement,	Bubmit
											<b></b>

+

#### Alumni/Feedback

C BACK	COLLEGE MANAGEMENT SYSTEM	•
	Feedback	
	Feedback or Suggestion	
	This is a text field.	
	Submit	

Alumni/Distinguished Alumni

		Distinguished Alumni		
	Name Department Batch Position		Name Department Batch Position	
	Brief Write Up		Brief Write Up	
6	Name Department Batch Position		Name Department Batch Position	

Alumni/News & Updates

( MCK



## News & Updates

S.No.	Title	Content
1		
2		
3		

### Alumni Admin

Alumni Admin/Login Page

	COLLEGE MANAGEMENT SYSTEM	(
Registration Approval	Job Referral & Notification	Events
Gallery	My Success Story	Feedback
Distinguished Alumni	Alumni Contribution Form	News & Updates

#### Alumni Admin/Registration Approval

	Registration Approval								
SAL/	S.No	Name	Course	Year of Edn.	Email	Phone No.	Uploaded Certificate	Approve	Submi
								Yes O No O	(futerit )
								Yes O No O	Submit .
								Yes O No O	(Submit

#### Alumni Admin/Job Referral & Notification

	(	Job Re	eferral & N	lotification	)					
errai Errai	Name of the Postion	Persouter	No. of Vacancies	Inter the the guind	Date & Tree	Venue	Advertisement	Approved		listent
								Concern to the formula them to have been to make them	0	
								Protein al Compre Post of Industrial Compre Com	0	
								Pair II, et compe Pair II, et compe Pair II, et compe	0	-
	STOR REPORT	In Internet Name of the Postson	Inna Email Mathe of the Publich Pressure	Immil Emmil Marke of the Publicer - Petruster, two or vacances	Innal Errari Name of the Poston Pestuate on of Vacances. But Set Requires	Internal Name of the Position ( Persuant) on unsuccodes: International Date is three	erran Birnart Matrie of the Proofson Presouter No. 10 Matcholes Biald Set Request Date & Time Measure A Set	Internal Matrix of the Postdon (Pestador) 50 of Vacancies (MM Bet Regards) Care & Time (Venue) Addressment Internal Matrix of the Postdon (Pestador) 50 of Vacancies (MM Bet Regards) Care & Time (Venue) Addressment Internal Matrix of the Postdon (Pestador) 50 of Vacancies (MM Bet Regards) (Part & Pestador) (Pestador)	Compared and a second and a sec	Compared to a compare of the compare of the compare of the compared to a compare of the compare

#### Alumni Admin/Events

East) Delete	S.No.	Name of the Event	Date & Time	Venue	Galkry	Report	Publish		
		len v	<b>m</b>	1111 ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	(146)	( Igned	Submit		
0							Submit		
							(Suternit)		

#### Alumni Admin/Gallery

e sace de la constante	COLLEGE MANAGEMENT SYSTEM	t.	
	Gallery		
Defete S.No. Title	Photo Description	Upload	Submit
0		(C))))	Citer
O.			
+			

#### Alumni Admin/My Success Story



÷

#### Alumni Admin/Feedback

			Feedback			
Edd / Delete	S.No	Name	Feedback	View	Delete	Submit
0				Ver -	1. page /	(Salent)
Ó				- Yer	-	(Saderat
Q				Tem	Debre	(Sater)
÷						

## Alumni Admin/Distinguished Alumni

BAGK			COMING	E MANAGEMEN	Setting and the		
Distinguished Alumni							
Edit / Delete	S.No	Photo	Batch	Department	Position	Brief Write Up	Approval
							Publish
							Publish
							Publish
							Publish
							Publish
							Publish
							Publish

## Alumni Admin/Alumni Contribution

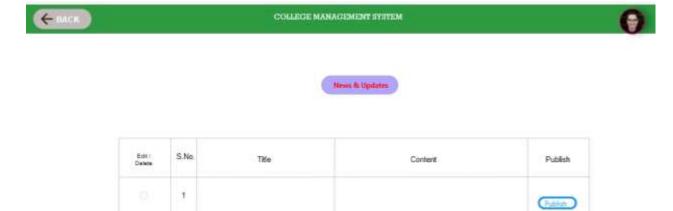
		Admin Alumni Cor	ntribution	
Edi	t / Delete	Needs of College	Estimated Amount	Contribute Before
	Ø	1.New Academic Block	1 Lakh	25-12-2020
	+	Academic Con	tribution	

#### Alumni Admin/News & Update

2

3

+



Patien

Pahish

Nodal Officer of College

1. Academic Calendar cum Daily	2. CIA Templates and Components
Planner	2.1 Attendance Component (Slab Method)
1.1 Colour Scheme for Type of	2.2 Attendance Component (Percentage
<u>Days</u>	Conversion Method)
1.2 <u>Types of Events</u>	2.3 Direct Marks Component
1.3 Initial Calendar for Semester	2.4 Test Component (Average)
/ Academic Year	2.5 Test Component (Best of)
1.4 Update Calendar	2.6 Seminar-Assignment Component
	(Average)
	2.7 Seminar-Assignment Component (Best
	<u>of)</u>
	2.8 Regular Practical Component
	2.9 Generic Component
	2.10 <u>Components</u>
	2.11 <u>Templates</u>
3. <u>Scholarship</u>	4. Education Loan

+home/stakeholders/noc/set\_colour\_scheme

1. Instructional Day	: Select Colour: (color picker)
2. Non-Instructional	Day : Select Colour: (color picker)
3. Public Holiday	: Select Colour: (color picker)
4. Vacation	: Select Colour: (color picker)
	SAVE

## +home/stakeholders/noc/types\_of\_events

Type of Event	Colour	A
Theory Exam Day		EDIT
Practical Exam Day		
Admission Day		
Induction Day		
Sports Day		
Cultural Day		
College Day		
Graduation Day		
Literary Day		

INPUT FORM	or ADD and EDIT butto	on in LIST PANEL (types_of_events)			
Type of the Event :		Select Colour: (colour picker)			
SAVE					

	D	ISPLAY PA	ANEL (initia	l_calendar)		
<< < >			ugust 2020			eek Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	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

+home/stakeholders/noc/initial\_calendar

Instructions:

- When any date is clicked, it will open the type of day form.
   Background color and their meanings:
  - - a. Blue: Instructional day
    - b. Green: Non-Instructional day
    - c. Red: Public holidayd. Orange: Vacation

TYPE OF DAY FORM for	r DISPLAY PANEL (initial_calendar)
Type of the Day :select	
From: Click here to enter a date.	To:Click here to enter a date.
	SAVE

#### +home/stakeholders/noc/update\_calendar

	DI	SPLAY PA	NEL (updat	e_calendar)		
<u> </u>						
<< < >			ugust 2020	<b>T</b> 1		eek Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11		13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

#### Instructions:

- 19. When any date is clicked, it will open an event input form
- 20. Background color and their meanings:
  - 25. Blue: Instructional day
  - 26. Green: Non-Instructional day
  - 27. Red: Public holiday
  - 28. Orange: Vacation
- 21. Each colored strip represents a type of event

EVENT INPUT FORM for DISPL	AY PANEL (update_calendar)
Type of the Event :select	
Event Title:	Select Color: (colour picker)
From: Click here to enter a date.	To:Click here to enter a date.
Radio buttons for public / private ????	
SAV	E
Instructions:	
13. Event title and select colour are enabled	only when Type of event is OTHERS.
14. Default radio button is private.	
15. Public events are only propagated	

+home/stakeholders/noc/attendance\_component (slab method)

INPUT FOR	RM FOR ATTENDANC	E COMPONENT(Slab method)
Name of the		Converted Marks of the Component :select
Links: preview Method of evaluation:	slab method	
Add Slabs		
		SUBMIT

INPUT FORM	FOR Add Slabs button
Less than or equal to :	Greater than:
Marks to be awarded :	
Add one more slab	
	SUBMIT
Instructions:	
1. Marks are awarded based on percentage o	f attendance corresponding to a slab.

+home/stakeholders/noc/Attendance Component (percentage conversion method)

INPUT FORM FOR ATTENDAN	CE COMPONENT(percentage conversion method)
Nome of the common anti-	Converted Marks of the Component :select
Name of the component:	
Links: preview	
Method of evaluation:	
Percentage conversion method	
Marks are awarded based on pe	SUBMIT ercentage of attendance.
L	

 $+ home/stakeholders/noc/Direct\_Marks\_Component$ 

	INPUT FORM FOR DIRECT MARKS COMPONENT					
N	Name of the Component					
Co	omponent:		:select			
Liı	Links: Notification, Enter Marks					
Т	SUBMIT           This component can be used for any single time assessment.					
	This component can be used for any single time assessment.					

+home/stakeholders/noc/Test\_Component (Average)

INPUT FORM FOR TEST COMPONENT (Average)				
Name of the		Converted marks of the component		
component:		:select		
Links: Notification, post question paper and				
key, Enter Marks				
Total number of Asses	sments :select	Duration of each Assessment :		
Maximum marks of ea	ch Assessment			
	SUBMI	T		

Home/stakeholders/noc/Test\_Component (Best of)

INPUT FORM FOR TEST COMPONENT (Best of)			
Name of the	Converted marks of the component		
component:	:select		
Links: Notification, post question paper and			
key, Enter Marks			
Total number of assessments :select	Total number of Assessments for		
	consideration:select		
Duration of each assessment :	Maximum marks of each assessment:		
	•		
SUB	MIT		

+home/stakeholders/noc/Seminar-Assignment\_Component (Average)

Name of the	Converted marks of the component
component:	:select
inks: Notification, Enter Marks	
Total number of assessments :select	Duration of each assessment :
Maximum marks of each assessment:	
SU	JBMIT

#### +home/stakeholders/noc/Seminar-Assignment Component (Best of)

 INPUT FORM FOR SEMINAR-ASSIGNMENT COMPONENT (Best of)				
Name of the component: Links: Notification, Enter Marks	Converted marks of the component :select			
Total number of assessments :select     Total number of assessments for consideration:select				
Duration of each assessment :	Maximum marks of each assessment:			

SUBMIT

+home/stakeholders/noc/Regular\_Practical\_Component

Name of the	Converted marks of the component			
component:	:select			
Links: ADD button				
Duration of each assessment :	Maximum marks of each assessment			
	SUBMIT			
Add button should generate a new practical with enter marks link.				
6 1				

+home/stakeholders/noc/generic\_component

		INPUT FORM FOR GEN	ERIC COMPONENT
	Name of the		Converted marks of the component
	component:		:select
	Method of evaluation :select Total number of assessments :select		
			Total number of assessments for
	Duration of each assessment : Add slabs button if method of evaluation is slab method		consideration:select
			Maximum marks of each assessment
		SUB	MIT

+home/stakeholders/noc/components

- т					
	Гype of the	Name of the	Total Marks of the	Actions	
0	Component	Component	Component	ACTIONS	
				EDIT DELETE	
L					
Selec	Select Type of the Component :select Add New Component				

+home/stakeholders/noc/templates

	LIST PANEL (Templates)						
	Name of the	Total Marks of the	Components of the	Actions			
	Template	Template	Template				
				EDIT DELETE			
A	DD						

INPUT FOF CIA template [ name	RM FOR ADE	D and EDIT but	tons in LIST PA CIA Total Mai components)	rks : (auto f	 ed adding
List of all the Comp Component Name of the Component	Marks of the Component		→ <del>`</del>	List of Se Compone U Combonent Combonent	Marks of the Component
		SA	VE		

+home/stakeholders/noc/scholarships

	LIST PANEL (Scholarships)         From: Click here to enter a date.       To: Click here to enter a date.       Search Panel									
From: Click here to enter a date	Search Panel									
Name of Scheme Descript Scheme	Scheme Closing Date List of uploaded documents with link	Amount per head No. of Beneficiaries	Action							
(Autofetch)			EDIT DELETE							

# ADD

Instructions:

Name of the Scheme	Description of the Scheme:								
Scheme Closing Date: Click here to enter a	Amount per head:								
date.									
No. of Beneficiaries:									
UPLOAD Upload documents, (if any)									

## +home/stakeholders/noc/education\_loan\_details

		L	IST PANEL (e	ducation_loan_details	s)				
Fre	om: Click here to er	Search Panel							
	Name of the Loan scheme	Description of the Scheme	Bank Name	List of uploaded documents	Action				
					EDIT DELETE				

## ADD

Instructions:

INPUT FORM FOR ADD and EDIT Button (education_loan_details)	
Name of the Loan Scheme:   Description of the	
Scheme:	
Bank Name:	
UPLOAD Upload documents, (if any)	
SAVE	

## +home/stakeholders/noc/college\_fees

					L	IST PA	NEL (college_	fees)		
Fre	From: Click here to enter a date. To: Click here to enter a date. Search Panel									Search Panel
	Course	Batch	Nature of Fee	Amount in Rs.	Total Amount	Remarks, if any	List of uploaded documents with link	Payme Active		Action
								From	To	ENABEL PAYMENT LINK EDIT DELETE
			•				L	I		·

## ADD

Instructions:

	INPUT FORM FOR ADD AND EDIT IN	N LIST PANEL (college_fees)
	Course:select	Batch: select
	ADD FEE	
	Total Amount :(Auto calculate)	Last Date of Fee Payment
		: Click here to enter a date.
	Remarks, if any	
·		
	UPLOAD Upload supporting documents, if	any
	SAVE S	SUBMIT

INPUT I	FORM FOR ADD FEE INP	UT PANEL (co	llege_fees)
Nature of Fee:		Amount in Rs.:	
	SAVE S	SUBMIT	

INPUT FORM FOR PAYMENT LINK INPUT PANEL (college_fees)									
From: Click here to enter a date.	From: Click here to enter a date.								
SAVE	SUBMIT								

Nodal Officer of DHTE

5. <u>College</u>	6. <u>Principles</u>
3. Departments	4. <u>Courses</u>
5. <u>Subjects</u>	6. <u>Subjects Experts</u>
7. <u>Committees</u>	

## +home/stakeholders/noc/College

	LIST PANEL (College)												
From	From: Click here to enter a date.To: Click here to enter a date.Search Panel												
	College Code	College Name	Address	Phone Number		Email	Website	Year of Starting		Acti	on		
										E	DIT	DELETE	

## ADD

Instructions:

	INPUT FORM FOR LIST PANEL (Scholarship)									
Colleges		College Code								
		:								
Address		Phone Number:								
Email:		Website								
Year of Starting	click here to enter a date.									
	5.	AVE								

+home/stakeholders/noc/Principles

	LIST PANEL (Principles)										
Fron	From: Click here to enter a date.To: Click here to enter a date.Search Panel										
	College Code	College Name	Principle Name	Phone Number		Email	From	To	Act	ion	
									ŀ	EDIT	DELETE
A	DD										

### Instructions:

Colleges Code:	College Name:
Principle Name:	Phone Number:
Email:	
From: Click here to enter a date.	To: Click here to enter a date.

#### +home/stakeholders/noc/Departments

	LIST PANEL (Departments)								
From	From: Click here to enter a date.			To: Click here to enter a date.	Search Panel				
	Department Code	Department Name	Colleges where the department is available with year of starting		Actio	on			
					EI	DIT	DELETE		

## ADD

Instructions:

INPUT FORM FOR LIST PANEL (Scholarship)								
Department Code		Department Name:						
Principle Name:		Phone Number:						
Colleges where the de year of starting:	epartment is available with							
	SA	VE						

### +home/stakeholders/noc/Courses

	LIST PANEL (Courses)							
From	From: Click here to enter a date. To: Click here to enter a date. Search Panel							
From	n: Click he	name of Degree	becialization	Number of Semesters		Action Acting		
						EDIT DELETE		

## ADD

Instructions:

INPUT FORM FOR LIST PANEL (Scholarship)								
Course Code		Name of Degree						
Specialization		Number of Semester	S					
Colleges where the cou	rse is available with year							
of starting:								
	SA	VE						

#### +home/stakeholders/noc/Subjects

	LIST PANEL (Subjects)								
						enter a date.	Search Panel		
	Semester Number	Subject Code	Subject Name	Academic Year		Action			
						EDIT	DELETE		

## ADD

#### Instructions:

INPUT FORM FOR LIST PANEL (Scholarship)							
Semester Number		Subject Code					
Principle Name:		Phone Number:					
Subject Name		Academic Year Click here to enter a date.					
SAVE							

+home/stakeholders/noc/Subjects Experts

	LIST PANEL (Subjects Experts)										
From	From: Click here to enter a date.To: Click here to enter a date.Search Panel									1	
	Subject Code	Name of the Subject	Expect Name	Phone Number	Email	From	To	Act	ion		
								I	DIT	DELETE	

## ADD

Instructions:

INPUT FORM FOR LIST PANEL (Scholarship)							
Subject Code	Name of the Subject						
Expect Name	Phone Number:						
Email:							
From: Click here to enter a date.	To: Click here to enter a date.						

### +home/stakeholders/noc/Committees

	LIST PANEL (Committees)								
From	From: Click here to enter a date. To			To: Click	k here to enter a date.	Search Panel			
					Action				
	e	uo							
	of tl tte	siti	a)						
	imi	od	0SO						
	Name of the Committee	Composition	Purpose						
	ZU	0	4						
					EDIT	DELETE			

# ADD

### Instructions:

INPUT FORM FOR LIST PANEL (Scholarship)									
Name of the Committee		Composition							
Principle Name:		Phone Number:							
Purpose									
	SAVE								

Industry Module

BUILDING INDUSTRY REPOSITORY	2. BUILDING FACULTY SKILLS REPOSITORY
3. INSTITUTE SPOC	VIEWING DETAILS OF INDUSTRY FROM
	STUDENT DASHBOARD
5. MESSAGING SYSTEM (INTERACTION AMONG	MEMORANDUM OF UNDERSTANDING (
ALL STAKE HOLDERS VIZ., SPOC INDUSTRY,	RECORD MAINTENANCE)
SPOC INSTITUTE, FACULTY, TAP OFFICER,	
STUDENTS)	
7. INCUBATION DETAILS (RECORD	Report
MAINTENANCE)	

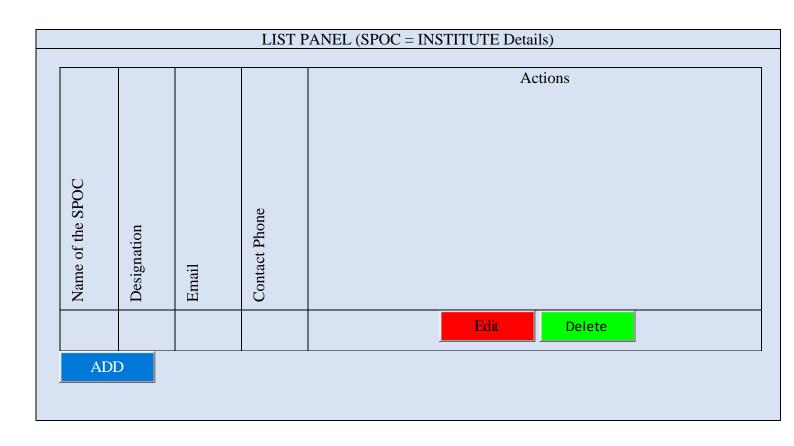
#### 1. BUILDING INDUSTRY REPOSITORY

INPUT FORM FOR Industry Details					
Name of the Company:	Nature of Business:				
Type of Company: Choose an item.	Address:				
Category: Choose an item.	Website:				
District:	Email ID:				
State:	Contact Phone:				
SPOC Name:	SPOC Email ID:				
SPOC Contact Phone:	Pvt Prop Partnership Public:				
Product/service:	Nature of business:				
Full address:	District:				
Website:	Email ID:				
Phone No:	SPOC name:				
SPOC Email ID:	SPOC Phone:				
	SPOC Phone.				
Save					
	Acti				
Name of the Type of Company Category Nature of business Address Address District State State Email ID Email ID Contact Phone SPOC Name	SPOC Contact Pvt Prop Partnersh Product/Service Nature of business Full Address Full Address District Website Email ID Phone No SPOC Name, suo				
Name of theType of CompCategoryCategoryNature of busiAddressAddressDistrictDistrictBrateWebsiteWebsiteContact PhoneSPOC NameSPOC Email	SPOC Contact Pvt Prop Partn Product/Servic Nature of busii Full Address District Website Email ID Phone No SPOC Name,				
Name of Type of C Category Nature of Address District State Email ID Contact P SPOC Na	SPOC Co Pvt Prop J Product/S Nature of Full Addr District Website Email ID Phone No SPOC Na				
Name Type Categ Categ Addr Natur Distri Distri Emai Emai State Conts SPOC	SPC Protection SPC				
	Edit				
ADD					

#### 2. BUILDING FACULTY SKILLS REPOSITORY (AUQQ

DISPLAY PANEL (Faculty Details)		
Name of the Faculty: AutoFetch	Area of expertise: AutoFetch	
Designation: AutoFetch	Consulting Domains: AutoFetch	
Skill training Domain (Skill development for industry personnel): AutoFetch		
Instruction: Faculty details are automatically Fetched form Faculty database		

#### 3. INSTITUTE SPOC



INPUT FORM FOR SPOC (INSTITUTE) DETAILS				
Name of the SPOC:	Designation:			
Email:	Contact Phone:			
Save				

#### 4. VIEWING DETAILS OF INDUSTRY FROM STUDENT DASHBOARD

DISPLAY PANEL (Industry Details) Form Student Dashboard				
Name the Company: AutoFetch	District: AutoFetch	SPOC Name: AutoFetch		
Type of Company: AutoFetch	State: AutoFetch	SPOC Email: AutoFetch		
Category: AutoFetch	Website: AutoFetch	SPOC Contact Phone: AutoFetch		
Nature of business: AutoFetch	Email ID: AutoFetch	Pvt Prop Partnership Public: AutoFetch		
Address: AutoFetch	Contact Phone: AutoFetch	Product/Service: AutoFetch		
Nature of business: AutoFetch	District: AutoFetch	Website: AutoFetch		
Full Address: AutoFetch	Email ID: AutoFetch	Phone No: AutoFetch		
SPOC Email ID: AutoFetch	SPOC Name: AutoFetch			
SPOC Phone: AutoFetch		-		
Instruction:				
In student dashboard click industry details button				

5. MESSAGING SYSTEM (INTERACTION AMONG ALL STAKE HOLDERS VIZ., SPOC INDUSTRY, SPOC INSTITUTE, FACULTY, TAP OFFICER, STUDENTS)

# COMMUNICATION MESSAGING SYSTEM PROTOCOL

SPOC TO ALL/SPECIFIC FACULTY MEMBERS

INDUSTRY SPOC /OTHERS TO INSTIUTE SPOC

INSTITUTE SPOC TO INSTITUTE TAP OFFICER

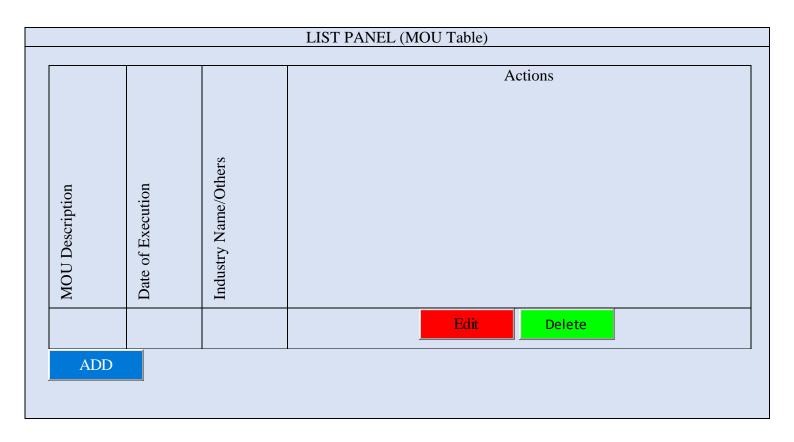
COMMUNICATION AMONG ALL INSTIUTE SPOC IN THE STATE

FOR STUDENTS INTERFACE IS ONLY THROUGH TAP OFFICER

From: Institute SPOC	To: Industry SPOC
Type of Message: Choose an item.	

From: Industry SPOC	To: Institute SPOC
Type of Message: Choose an item.	

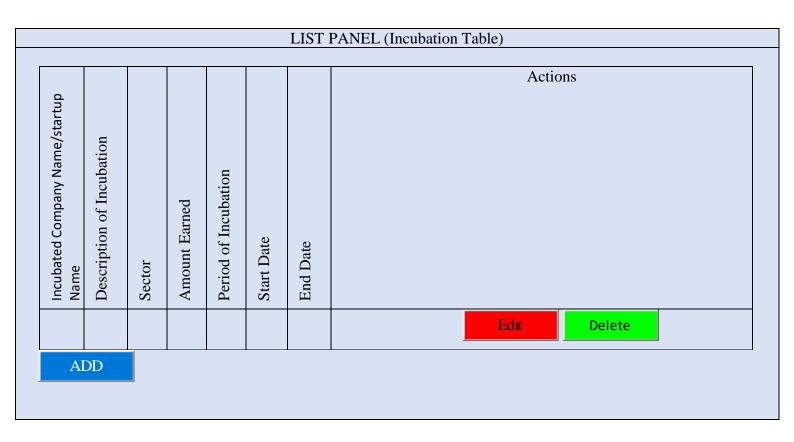
### 6. MEMORANDUM OF UNDERSTADING (RECORD MAINTENANCE)



MOU Description:       Date of Execution: Click or tap to enter a date.         Industry Name/Others:       Industry Name/Others:	INPUT FORM FOR MOU Table		
Industry Name/Others:	MOU Description:		
	Industry Name/Others:		
Save		Save	nit

DISPLAY PANEL (MOU Table)		
MOU Description: AutoFetch	Date of Execution: AutoFetch	
Industry Name/Others: AutoFetch		

### 7. INCUBATION DETAILS (RECORD MAINTENANCE)



INPUT FORM FOR Incubation Table			
Incubated Company Name/startup Name:	Description of Incubation:	Sector:	Amount Earned:
Period of Incubation:	Start Date:Click or tap to enter a date.	End Date:Click or tap to enter a date.	
Save Submit			

DISPLAY PANEL (INCUBATION Table)		
Incubated Company	Description of Incubation:	Sector: AutoFetch
Name/startup Name:	AutoFetch	
AutoFetch		
Amount Earned: AutoFetch	Period of Incubation: AutoFetch	
Start Date: AutoFetch	End Date: AutoFetch	
		-

#### REPORTING

### BUILDING INDUSTRY REPOSITORY

	VIEW
Name of the Department:	
No. of Companies tied up with:	
SPOC Name:	
SPOC Name.	
No. of Students involved:	

#### **SPOC DETAILS**

VIEW

No. of Faculty acting as SPOCs:

Consolidated List of SPOCs Name and Department-wise:

### **MOU DETAILS**

VIEW
No. of Institutional MOUs:
No. of Departmental MOUs:

### **MOU RENEWALS**

REMIND	DER
Name of the MOU:	
Validity Expiry Date:	

### INCUBATION/START UP COMPANY DETAILS

VIEW
No. of Incubation Companies/Start Ups:
Total Value of all the Projects:

### INCUBATION/START UPS COMPLETION DETAILS

REMINDER

Name of the Incubation Company/Start Up:

Project End Date:

Value of the Project:

Period of Extension Granted if any:

Faculty Report Module

Dynamic -Faculty Details Reports		
Report on Faculty profile & Educational	Report on Academic / Industry/ Research	
Densed on Dense within (in the start of the start)	Projects/ Guidance/ patents	
<u>Report on - Paper publication/ /books / chapters</u>	<u>Report on -Invited lectures and papers</u>	
in books/ articles	presented/honours awards fellowships/ membership	
Report on -Training programs attended	Report on class record	
Report on -Remedial classes/ career counselling	Report on Study visits/ Seminar workshop	
Report on - sports games activities / cultural	Report on -NCC / NSS activities	
activities		
Report on -Assigned tasks	Report on Meetings	
Report on - Teaching material	Report on -Mentor system	
Report on - Leave and joining	Report on Result Analysis	

Faculty Details Reports		
Overall Faculty Details	Department-wise Faculty Details	
Papers Published	Books Published	
Chapters in Books Published	Articles Published	
Reviews Published	Invited Lectures and Papers Published	
Honours, Awards, Fellowships	Memberships	
Training Programmes Attended	Research Projects	
Research Guidance	Research Patents	
Seminars, Workshops, Conferences,	Seminars, Workshops, Conferences,	
Webinars Conducted	Webinars Attended	
Faculty Leave Management	. Faculty Permission to Leave Campus	
Faculty Timetable		

Students Details Reports		
Overall Enrolment Details	Department-wise Results	
<u>Scholarships</u>	Career Counselling	
Study Visits	Sports Activities	
Sports Awards/Medals	Cultural Activities	
Cultural Awards/Medals	Qualifying Examination Details	
<u>Placement</u>	Progression to Higher Education	
NCC Activities	NSS Activities	

Diploma Collage -Students Special Reports		
Diploma-Subject Log	Diploma College -Attendance Format	
Diploma College -CIA -Format -1	Diploma College -CIA -Format -2	

Department: select	Select Field for Reports
NameDOBGender :selectMobile No:Phone Noemail:Residential addressCommunity :selectReligion :selectBlood group :selectMother TongueAadharPANPWD :selectMarital status :selectSpouse NameSpouse Employment DetailsNumber of childrenQualification / Name of the degree :selectName of the University / Board :selectMonth of Passing:Year of Passing:PercentageGrade: select	List of Fields
Distinctions Sort By select	

Course: select Department: select		Select Field for Reports
separation. server		
Name of the Staff select	+	List of Fields
Organization	-	
designation : select designation	÷	
Affiliating university : select		
university / board		
India / Abroad : select		
Total Duration		
Total Academic Experience		
Details of the client		
Details of the project		
Total Amount of Project		
Status of the project : Status		
Name of the Research Programme :		
select		
Research Affiliating University		
:select		
Subject of Research		
Title of the research work:		
Name of the research scholar:		
Total Number of Research Project		
Done		
Year of registration of Research		
Year of completion of Research		
Total Number of Research Guided		
Status of the research : select		
Name of the patent		
Description of the patent		
Registering Agency of patent		
Patent ID number		
Date of registration of patent		
Total Number of Patent Register		
Date From 8/31/2020 To 9/9/2020		
Sort By select		

Report on Paper pul	blication//books/chapters	in books/ articles/	
Course: select		Select Field for Reports	
Department: select		1	
		Select Field for Reports	
Article YearArticle Vol. NoArticle Issue NoArticle pages Number			
Total Number of Article PublishedSort By selectDate From 8/31/2020 To 9/9/2020			
	Generate Report		

ourse: select	Select Field for Reports
epartment: select	1
Name of the Staff select   Title of the lecture/paper presented   Type of the event :select   Name of the event/conference:   Date of Conference   Level of the event :select   Total Number of Conference Atten   rended   Name of the award /   fellowship:   Award or fellowship:select   Elected/Honorary : select   Year of honours awards fellowships   Level honours awards fellowships:   select   Details of recognition of honours   awards fellowships   Monetary component of honours awards   awards fellowships   Total Number of honours awards   fellowships   Area of the professional body   Type of membership:select	List of Fields
Level of membership :select	
Starting date of membership	
Ending date of membership	
Sort By select Date From 8/31/2020 To 9/9/2020	

Report of	on - Training programs atte	nded
Course: select Department: select		Select Field for Reports
Name of the Staff selectType of program:selectTitle of the programDate From 8/31/2020 To 9/9/2020Conducting Agency:Sponsoring AgencyTotal number of Training programattendedSort By select	→ ←	List of Fields
	Generate Report	

	Report on - class record		
Course: select Department: select Name of the Staff select Semester : select Subject : select Academic year select	→ ←	Select Field for Reports           List of Fields	
Year : selectYear : selectPeriod NumberDate From 8/31/2020 To 9/9/2020TopicConcepts coveredBatch NameSort By select			
	Generate Report		

~	
Course: select	Select Field for Reports
Department: select	
Name of the Staff selectRemedial classes PermissionnumberRemedial classes VenueRemedial classes TopicRemedial classes From –To DateDateRemedial classes From –To DateTimeRemedial classes Concepts coveredTotal Number of students attendedthe Remedial classesAmount spent on Remedial classesTotal Number of RemedialConductedcareer counselling Permissionnumbercareer counselling From –To DateTimecareer counselling ConductingAgency namecareer counselling Venue:career counselling Topiccareer counsellingTotal Number of students attendedthe career counsellingTotal Number of career counsellingConductedTeam members of careercounsellingRemarksBrief description of role :Sort By selectDate From 8/31/2020 To 9/9/2020	→       List of Fields         ←       □

Course: select		Select Field for Reports
Department: select		
Name of the Staff select Approval reference number Study	→ ←	List of Fields
Visit Place of visit Purpose of visit	<b>x</b>	
Amount spent on Study Visit if any study visits From – To Date study visits From - To Time		
Approval reference number Total Number of Study Tour Visited		
Type of programme : select		
seminar Conducting Agency seminar Venue:		
seminar Topic seminar Level : select		
seminar Sponsoring agency : select		
seminar participants : select		
seminar Conducting or Participating : select		
Amount spent on seminar workshop		
Total Number of Seminar Conducted Remarks		
Brief description of role : Sort By select		

Course: select	Select Field for Reports
Department: select	
Approval reference number sports games activities Conducting Agency Venue: Event Level : select Sponsoring agency of Sports Events Conducting or Participating : select	<ul> <li>→ List of Fields</li> <li>←</li> </ul>
Individual or team : Team	
Amount spent on sports games activities	
Total Number of sports games activities Conducted	
PARTICIPANTS AND PRIZE WINNERS select	
List of participants	
study visits From –To Date Approval reference number cultural activities	
Sponsoring agency of cultural activities	
Amount spent on cultural activities Cultural Events From -To Date	
Total Number of cultural activities Conducted	
Remarks Brief description of role :	
Sort By select	
Date From 8/31/2020 To 9/9/2020	

Course: select		Select Field for Reports
Department: select		Select Field for Reports
Approval reference number NCCNCC Date From 9/10/2020 To9/10/2020Time From: Enter starting timeTime To: Enter ending timeConducting AgencyName of the Programme/Training : selectBrief description of the program Venue: NCC Level : selectSponsoring Agency: selectConducting or Participating: select	<b>→</b> €	List of Fields
Individual or team : Team		
Amount spent on NCC activities		
List of participants		
Approval reference number NSS		
Name of the Programme/Training Nss : select		
Brief description of the program		
Nss Level : select		
Sponsoring Agency : select		
Conducting or Participating : select		
Individual or team : Team		
Amount spent on NSS activities		
Remarks		
Brief description of role:		
Sort By select		
Date From 8/31/2020 To 9/9/2020		

	Report on Assigned tasks		
Course: select Department: select		Select Field for Reports	
Description of the taskTask assigned by:Date of assignmentLast date for completionList of faculty to whom task is assignedUpdating remarksLast date for completionSort By selectDate From 8/31/2020 To 9/9/2020	→	List of Fields	
	Generate Report		

	Report on - Meetings		
Course: select Department: select		Select Field for Reports	
Name of the Staff selectDescription of the meetingMeeting called by:Date of meeting:Time of meetingVenue:Last date for completionSort By selectDate From 8/31/2020 To 9/9/2020	→ ←	List of Fields	
	Generate Report		

Re	port on - Teaching material		
Course: select Department: select		Select Field for Reports	
Preparation date: Click here to enter a date.Name of the Staff selectCourse : selectSemester : selectSubject : select	→ ←	List of Fields	
Topic:Brief description of material / contentType of material: : selectSort By selectDate From 8/31/2020 To 9/9/2020			
	Generate Report		

R	Report on - Mentor system		
Course: select Department: select		Select Field for Reports	
Nature of the issue : selectName of the Staff selectDescription of the problemName of the studentMode of Mentoring : selectEnter the ProgressNext ReviewSort By selectDate From 8/31/2020 To 9/9/2020	<b>→</b> €	List of Fields	
	Generate Report		

Re	port on - Leave and joining	5
Course: select Department: select		Select Field for Reports
Type of Leave : ELName of the Staff selectReasons:Leave applied FromLeave applied ToCancel FromCancel FromCancel ToReasons for CancellationDate of JoiningJoining ReportSort By selectDate From 8/31/2020 To 9/9/2020	* *	List of Fields
	Generate Report	

	Report on Result Analysis	 
Course: select Semester : All semster Faculty : All Faculty Year: Current Year		
	Generate Report	
Instruction Given the Format Below		

## College INDIRA GANDHI POLYTECHNIC COLLEGE, MAHE

### **RESULT ANALYSIS 2016-17**

College	INDIRA GANDHI POLYTECHNIC COLLEGE, M	AHE				RESULT	ANAL	YSIS 2016-	1/
			No. of	Students	No	. of studen	ts passed	ł	No. of
Semester	Name of the Paper	Teacher Handled	on roll	appeared for Exam	Distinction	I Class	II Class	Others	students failed
	Basics of Electrical & Electronics Engg.								
	Operating Systems								
	C Programming								
III sem	Electrical & Electronics Engineering Practical								
	Linux Practical								
	C Programming Practical								
	Computer Applications Practical								
	Computer Architecture								
	Computer Networks & Security								
	OOPs with Java								
IV sem	Data Structures using C								
	Java Programming Practical								
	Data Structures using C Practical								
	Life & Employability skill Practical								
	Web Programming								
	Relational Data Base Management Systems								
	. Net Programming								
V sem	Software Engineering								
	Web Programming Practical								
	Relational Data Base & Management Systems Practical								
	. Net Programming Practical								
	Computer Hardware & Servicing								
	Mobile Computing								
	Multimedia Systems								
VI sem	Computer Servicing & Network Practical								
	System Administration Practical								
	Multimedia Systems								
	Project Work								

							I	REPO	ORT	PAN	NEL	(ove	rall_	deta	ils)									
From: C	lick	her	e to	ent	er a	date	2.	To:	Clie	ck ł	nere	to e	enter	r a d	late.					S	earc	ch P	anel	[
	1								or Cu	rren				ear (			1							
E E			Gender			Status of nployment			Community			Special Category			Religion									
Category of Staff	Total Number	Ph.D.	Qualifying Exam	Male	Female	Permanent	Contract	Service Placement	Sparing of Service	Deputation	General	SC/ST	OBC	MBC	Visual	Hearing	Orthopaedic	Hindu	Christian	Muslim	Jain	Buddhist	Sikh	
Teaching																								
Professor																								
Associate Professor																								
Asst.Prof.																								
Reader																								
Selection Gr. Lecturer																								
Lecturer																								
Other																								

## +home/stakeholders/report/faculty/overall\_details

\*Status of Employment should be added in the Faculty Profile

				REPOF	RT PAN	EL (dep	artmen-	wise_deta	ails)		
From: Cli	ck here to en	ter a o	date.	To:	Click I	here to	enter a	ı date.		Searcl	n Panel
	Name of the Department	Name of the Faculty	Faculty Code	Designation	Status of Employment	Highest Qualification	Qualifying Examination – NET, SLET, etc	Gender K	Gen OBC Community Etc.	Visual Special Orthopaedi Category c, Etc.	Hindu, Religion Muslim, Christian, etc.
	History										
	W										
	Х										
	Y										
	Ζ										
	English										
	W										
	Х										
	Y										
	Ζ										

## +home/stakeholders/report/faculty/department\_wise\_details

## +home/stakeholders/report/faculty/publications\_papers

				RE	PORT PA	ANEL	(papers	)					
From: C	lick here	to enter	r a date.		To: Clicl	k here t	to enter	a dat	е.		Searcl	h Pane	el
	Pages												
	0				0	ırna						<u>ب</u>	
	of the	ent	the	uip	the	Jou			·		3N	ctoi	
	e of	rtm	of 1	of orsl	e of al	of		No.	No		ISI	t fa	
	Name Staff	Department	Title of the Paper	Type of Authorship	Name of the Journal	Type of Journal	Year	Vol. No.	Issue No	From To	ISSN/ ISBN	Impact factor	
	St St	Ď	Ti Pa	T. Ai	Ω o	Ľ.	Y	Ň	Is	Frc To	ISS	ImJ	

+home/stakeholders/report/faculty/publications\_books

					REP	ORT	PANEL (	books)						
From:	Click h	ere to	enter a	a date.	To: Cli	ck hei	re to enter	a date.			Searc	ch Pane	1	
	Name of the Staff	Department	Title of the book	List of Authors	Type of Authorship	Type of Book	Publisher Details	Status of publication	Year of publication	Vol. No.	Issue No.	ISSN/ ISBN		

	REPORT PANEL (chapters_in_books)													
From:	Click he	ere to	enter a	date.	To: Clic	k here to	o ente	er a date	•		Sear	ch Pan	el	
														1
	Name of the Staff	Department	Title of the chapter	List of Authors	Type of Authorship	Name of the book	Type of Book	Publisher Details	Status of publication	Year of publication	Vol. No.	Issue No.	ISSN/ ISBN	-

## $+home/stakeholders/report/faculty/publications/chapters\_in\_books$

+home/stakeholders/report/faculty/p	ublications articles
inome, stakenoiders, report, racarty, p	

REPORT PANEL (article)											
From: Click here to enter a date.				To: Click here to enter a date.				Search Panel			
of the	ent	he		.di	the er/	uc			Page N	los.	
4)	Department	Title of the article	List of Authors	Type of Authorship	Name of the newspaper/ magazine	Date and Year of publication	Vol. No.	Issue No.	From	То	
Name Staff	Dep	Title o article	List of Author	Typ Aut	Nar new mag	Dat Yea pub	Vol	Issu			

## +home/stakeholders/report/faculty/publications\_review

REPORT PANEL (review)													
From: Click here to enter a date. To: Click here to enter a date.										Search Panel			
0					0				7	Page N	los.		
of the	Department	the		hin	Name of the newspaper/ journal	1 ion			ISSN/ ISBN				
e of	urtm	of	ors	ors <sup>1</sup>	pap pap	and of cat	No	ž	SI /I	From	То	or ct	
Name Staff	eba	Title of the paper	List of Authors	Type of Authorshin	Name of th newspaper/ journal	Date and Year of publication	Vol. No.	Issue No.	SN			Impact Factor	
S N	D	D.	L	T		D Y I	>	Is	IS			Ir F:	
					_								

## +home/stakeholders/report/faculty/invited\_lectures\_and\_ papers\_presented

REPORT PANEL (invited_lectures_and_ papers_presented)										
From: Click here to enter a date.To: Click here to enter a date.Search Panel										
Name of the Staff	Department	Title of the lecture / paper presented	Type of Event	Name of the event / conference	Lom Hrom		Level of the event / conference			

	REPORT PANEL (honours_awards_fellowships)												
F	From: Click here to enter a date. To: Click here to enter a date. Search Panel												
	Name of the Staff	Department	Name of the award /	fellowship	Award or Fellowship	Year of	Award or Fellowship	Level	Details of Recognition				

# +home/stakeholders/report/faculty/honours\_awards\_fellowships

# +home/stakeholders/report/faculty/memberships

		REPO	ORT PANEL	(member	rships)					
From: Click here	e to enter	a date.	To: Click h	ere to en	ter a dat	te.	Se	arch Panel		
	Name of the Staff	Department	Name of the professional body	Type of Membership	Level	Starting date of membership	Ending date of membership			
								-		

	REPORT PANEL (training_programmes_attended)											
From: Click here t	to enter a	date.	To: Click h	nere to ente	er a dat	e.		Search Pane	el			
Г									1			
	Je	It	e	0 0	Date		ad	50				
	of the	mer	f	Title of the programme			ctin v	vring V				
	me e ff	Department Type of Programme		gra gra			Conducting Agency	Sponsoring Agency				
	Name Staff	DeJ	Tyj Pro	Titl pro	From	To	Coi Ag	Spc Ag				
-												
-												

# +home/stakeholders/report/faculty/training\_programmmes\_attended

# +home/stakeholders/report/faculty/research\_projects

	REPORT PANEL (research_projects)												
From	From: Click here to enter a date. To: Click here to enter a date. Search Panel												
	Name of the Staff	Department	Details of the client	Details of Project	Project	Type of the outcome of the project	Amount	India / Abroad	Dura Hori	tion E	Status of the project		
												-	

# +home/stakeholders/report/faculty/research\_guidance

			RE	PORT PA	ANEL	(researc	h_guidanc	e)				
From	From: Click here to enter a date.       To: Click here to enter a date.       Search Panel											
	Name of the Staff Department Department Name of the research programme Name of the University Subject Title of the research work Name of the research scholar registration Year of registration Status of the research									Status of the research		

## $+ home/stakeholders/report/research\_patents$

	REPORT PANEL (research_patents)											
From: Click here	to enter a da	ite.	To: Click h	ere to enter	a date.		Searc	ch Panel				
Nomo of tho	Staff Denartment		Name of the patent	Description of the patent	Registering Agency	ID Number	Date of Registration					

+home/stakeholders/repo	ort/faculty/seminars_	_workshops_	_conferences_	_webinars_	conducted

	REPORT PANEL (seminars_workshops_conferences_webinars_conducted)													
From	From: Click here to enter a date. To: Click here to enter a date. Search Panel													
	Date ut fl or the floor of the													
	Type of Programme	Conducting Agency / Department / Individual	Sponsoring Agency	Level	Venue	Topic	Individual Team	No. of Participants	From	То				

<b>REPORT PANEL</b> (sem	ninars_workshops_conferences	_webinars_attended)
From: Click here to enter a date.	To: Click here to enter a date	e. Search Panel
Name of the     Staff       Staff     Department       Type of     Programme	Topic of the Event       Event       Event       Agency       Agency       Agency       Agency	Date of the Programme         From       To         From       Understand         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme       Image: Constraint of the programme         Image: Constraint of the programme <t< td=""></t<>

+home/stakeholders/report/faculty/leave\_management/apply\_or\_cancel\_leave\_and\_

joining\_report

	REPORT PANEL (faculty_leave_management/apply_or_cancel_leave_and_ joining_report)											
From: Click here to enter a date. To: Click here to enter a date. Search Panel												
and and and and 												
	Name of the Faculty	Name of the Department	Type of Leave	Reason for Leave	From	То	Availed	Cancelled	Yes	No		

# +home/stakeholders/report/faculty/permission\_to\_leave\_campus

	REPORT PANEL (permission_to_leave_campus)										
From: C	lick here to enter	a date. <b>To:</b> C	lick here to ente	er a date.		Search Panel	-				
	Name of the Faculty	Name of the Department		Date		tion of nission					
					From	То					

# $+ home/stakeholders/report/faculty\_timetable$

	DISPLAY PANEL (faculty time table)												
Academ	Academic year: select Semester: select												
Departn	Department: select Name of Faculty: select												
From	: Click	k here to en	ter a date.	To: Cli	ck here to	o enter a date	2.		Search	Panel			
	S.	Day	Period	Tir	ne	Subject	Subjec	ct	Batch				
	No.		number	From	То	code	name		Code				

	DISPLAY PANEL (student timetable)											
Academ	nic yea	r: select			Semest	ter: select						
Course:	select				Batch:	select						
From	From: Click here to enter a date. To: Click here to enter a date. Search H								Panel			
	S.	Day	Period	Tin	าย	Subject	Subje	ct N	ame of			
	No.		number	From	То	code	name	e tł	ne			
								fa	aculty			

REPORT PANEL (overall_enrolment_details)																	
					n		on			nitted	Gender		Community	Special Category	Religion	Residential Status	
Programme Level	Name of the Course	Course Code	Academic Year (Last 5 years Report)	Status of Affiliation	Duration of Affiliation (From-To)	Entry Qualification	Medium of Instruction	Course Duration	Sanctioned Strength	No. of Students Admitted	М	F	Gen OBC Etc.	Visual Orthopaedic, Etc.	Hindu, Muslim, Christian, etc.	Resident, Non Resident, etc.	
UG	History		2016									<u> </u>					
			2017 2017 - 2018 2018 - 2019 2019 - 2020														
			2020 2020 - 2021														
PG																	
Integrated Course																	

# +home/stakeholders/report/student/overall\_enrolment\_details

	REPORT PANEL (department-wise_results) (Last Five Years Reports to Be Displayed)									
Department	2016-	2016-2017         2017-2018         2018-2019         2		2019-2	2020	2020-2021				
	No. of Students Appeared	No. of Students Passed	No. of Students Appeared	No. of Students Passed	No. of Students Appeared	No. of Students Passed	No. of Students Appeared	No. of Students Passed	No. of Students Appeared	No. of Students Passed
History										
1st Year										
2 <sup>nd</sup> Year										
3 <sup>rd</sup> Year										
English										
1st Year										
2 <sup>nd</sup> Year										
3 <sup>rd</sup> Year										
Eta										
Etc.										
		l								

+home/stakeholders/report/student/department-wise\_results

Academic Year	Name of the Scheme	Amount per head	No. of Beneficiaries
2016-2017			
017-2018			
2018-2019			
2019-2020			
020-2021			

 $+home/stakeholders/principal/report/student/scholarship\_details$ 

# +home/stakeholders//report/student/career\_ counseling

	REPORT PANEL (career_counseling)								
From: Cli	ck here to ent	er a dat	te. To:	Click here	to enter a	a date.		Search Panel	l
	at /			t or Ig	or	~	Da	te	
	Conducting Agency /Department	Venue	Topic	Conducting or Participating	Individual or Team	No. of Participants	From	То	

# +home/stakeholders/report/student/study\_visits

	REPORT PANEL (study_visits)								
From: Click he	ere to enter a	date.	To: Cli	ck here to	o enter a da	te.		Search	Panel
	e t /	Visit	g or Ig	or	6		Da	te	
	Name of the Department Faculty	Place of Vi	Conducting ( Participating	Individual o Team	No. of Participants	From		То	

	REPORT PANEL (extra-curricular_sports_activities)										
From: Click he	From: Click here to enter a date.       To: Click here to enter a date.       Search Panel										
	the	vel	ing	ng		ing or ting	al or		D	Date	
	Name of the Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual or Team	From	n	То	
											•

# +home/stakeholders/report /student/extra-curricular\_sports\_activities

+home/stakeholders/report/student/extra-curricular\_sports\_participation/awards/medals

## REPORT PANEL (sports\_awards/medals)

From: Click here to enter a date. To: Click here to enter a date. Search Panel

# +home/stakeholders/report /extra-curricular\_cultural\_activities

	REPORT PANEL (extra-curricular_cultural_activities)										
From: Click he	From: Click here to enter a date.To: Click here to enter a date.Search Panel										
	of the	evel	ing	ing		ing or tting	al or		D	Pate	
	Name of Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual Team	From	m	То	

## +home/stakeholders/report/student/extra-curricular\_culturals\_awards/medals

## REPORT PANEL (culturals\_awards/medals)

From: Click here to enter a date. To: Click here to enter a date. Search Panel

Academic Year	Participation / Prize Winner	Position	Name of the Award / Medal	Level	Individual / Group
2016-2017					
2017-2018					
2018-2019					
2019-2020					
2020-2021					

 $+home/stakeholders/report/student/qualifying\_in\_State\_National\_International\ Level$ 

Examinations

REPO	RT PANEL (qualify	ing_in_State_Nat	ional_Internationa	al Level Examinations)					
From: Click	here to enter a date.	To: Click here	to enter a date.	Search Panel					
	Year	Name of the Qualifying Examination	Level	Number of Students					
	2016-2017								
	2017-2018								
	2018-2019								
	2019-2020				_				
	2020-2021								

+home/stakeholders/report/student/placement\_details

REPORT PANEL (placement_details)										
From: Click here to enter a date.To: Click here to enter a date.Search Panel										
Name of the Institution/Compar	No. of Students ny Placed	Salary Package								
<b>^</b>	• 									
	to enter a date. To: Name of the	to enter a date.To: Click here to enter a daName of theNo. of Students	to enter a date.       To: Click here to enter a date.         Name of the       No. of Students       Salary Package							

+home/stakeholders/report/student/progression\_to\_higher\_studies

	REPOR'	T PANEL (progr	ession_to_higher_st	tudies)	
From: Click h	ere to enter a date.	To: Click here to	enter a date.	Search Panel	
Academic Year	UG Diplomas to UG Degrees	U.G. to P.G.	P.G. to Ph.D.	Ph.D. to Post Doctoral	
2016-2017 2017-2018					
2018-2019 2019-2020					
2020-2021					

# +home/stakeholders/report /student/NCC\_activities

	REPORT PANEL (NCC_activities)												
From: Click here to enter a date. To: Click here to enter a date. Search Panel													
	of the	evel	ing	ing		ing or ating	al or		Date				
	Name of Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting ( Participating	Individual or Team	From	То				
										-			
										-			

# +home/stakeholders/report /student/NSS\_activities

	REPORT PANEL (NSS_activities)											
From: Click here to enter a date. To: Click here to enter a date. Search Panel												
	of the umme	evel	ing	ing		ing or ating	al or		Ι	Date		
	Name of the Programme	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual or Team	Fro	m	То		

# +home/stakeholders/report/Diploma/Subject\_Log

DISPLAY PANEL (Subject LOG)							
Academic year: select		Semester: select					
Subject : select							
From: Click here to enter a date.	To: C	lick here to enter a date.	Search	Panel			

## SUBJECT LOG

			Semester/ Section: Academic Year:								
Date	Period	Particulars of portions covered	Initial	Remarks							

## +home/stakeholders/report/Diploma/Attendance

DISPLAY PANEL (Subject LOG)								
Academic year: select		Semester: select						
Subject : select								
From: Click here to enter a date.	Го: Cl	lick here to enter a date.	Search	Panel				

#### ATTENDANCE

Month and Year: .....

Register No.	Name	Da	ite	1	2	3	4	5	6	7	8	9	10
	Name	Per	iod										

#### PARTICULARS

## Total Working Hours (TWH): .....

#### Cumulative Working Hours (CWH): .....

11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	(H ded	/H ded	. %
																					TWH attended	TWH attended	Cum. %

+

# DISPLAY PANEL (Subject LOG) Academic year: select Semester: select Subject : select Subject : select From: Click here to enter a date. To: Click here to enter a date. Search Panel

home/stakeholders/report/Diploma/CIA

#### BRANCH: .....

## **CONTINUOUS INTERNAL**

#### SUBJECT: .....

		Test-I	Test-I	Model Exam	Assignment - I	Assignment - II	Assignment - III
Register No.	Name of the student	50 marks	50 marks	75 marks	20 marks		

## ASSESSMENTS

## Semester/ Section: .....

Academic year: .....

Seminar- I	Seminar - II	Cumulative Attendance	Attendance marks	Ave of Test-I and Test-II	Model Exam	Assignment	Seminar	Total	Signature of Student
5 Marks	5 Marks	%	5 Marks	5 Marks	5 Marks	5 Marks	5 Marks	25 marks	Signature of Student

DISPLAY PANEL (Subject LOG)								
Academic year: select		Semester: select						
		Subject : select						
From: Click here to enter a date.	To: C	lick here to enter a date.	Search	Panel				

# +home/stakeholders/report/Diploma/CIA -Format-2

## BRANCH: .....

## **CONTINUOUS INTERNAL**

SUBJECT: .....

Register No.	Name of the student	Test-I	Test-I	Model Exam	Assignment - I	Assignment - II	Assignment - III
Register NO.	Name of the student	50 marks	50 marks	75 marks	20 marks	20 marks	20 marks

## ASSESSMENTS

#### Semester/ Section: .....

Academic year: .....

Seminar- I	Seminar - II	Cumulative Attendance	Attendance marks	Best of Test-I and Test-II	Model Exam	Assignment	Seminar	Total	· Signature of Student
5 Marks	5 Marks	%	5 Marks	5 Marks	5 Marks	5 Marks	5 Marks	25 marks	S.B. ature of Student

**Principal Report Module** 

### **REPORTS FOR PRINCIPAL**

<b><u>1. Basic Institutional Details</u></b>	2. Faculty Details
1. Institutional Recognitions	1. Overall Faculty Details
2. Institutional Reports	2. Department-wise Faculty Details
3. Institutional Extension Activities	3. Papers Published
4. Institutional MOUs	4. Books Published
5. Institutional Collaborative Activities	5. Chapters in Books Published
6. Institutional Library Facilities	6. Articles Published
7.Institutional Infrastructure Facilities	7. Reviews Published
8. Institutional Cells and Nodal Officers In-	8. Invited Lectures and Papers Published
charge	9. Honours, Awards, Fellowships
9. Institutional Committees	10. Memberships
	11. Training Programmes Attended
	12. Research Projects
	13. Research Guidance
	14. Research Patents
	15. Seminars, Workshops, Conferences,
	Webinars Conducted
	16. Seminars, Workshops, Conferences,
	Webinars Attended
	17. Faculty Leave Management
	18. Faculty Permission to Leave Campus
	16. Faculty remission to Leave Campus
3. Student Details	4. Alumni
1. Overall Enrolment Details	
2. Department-wise Results	
3. Scholarships	
4. Career Counselling	
5. Study Visits	
6. Sports Activities	
7. Sports Awards/Medals	
8. Cultural Activities	
9. Cultural Awards/Medals	
10. Qualifying Examination Details	
11. Placement	
12. Progression to Higher Education	
13.NCC Activities	
14. NSS Activities	
5. Non-Teaching Faculty Details	
1. Overall Non-teaching Faculty Details	
2. Training Programmes	

ļ	<b><u>1. Basic Institutional Details</u></b>	<b><u>2. Faculty Details</u></b>
	1. Institutional Recognitions	1. Overall Faculty Details
	(By Academic Year)	(By Academic Year)
	2. Institutional Reports	2. Department-wise Faculty Details
	(By Academic Year)	(By Semester)
	3. Institutional Extension Activities	3. Papers Published
	(By Semester)	(By Semester)
	4. Institutional MOUs	4. Books Published
	(By Semester)	(By Semester)
	5. Institutional Collaborative Activities	5. Chapters in Books Published
	(By Semester)	(By Semester)
	6. Institutional Library Facilities	6. Articles Published
	(By Academic Year)	(By Semester)
	7.Institutional Infrastructure Facilities	7. Reviews Published
	(By Academic Year)	(By Semester)
	8. Institutional Cells and Nodal Officers In-	8. Invited Lectures and Papers Published
	Charge	(By Semester)
	(By Semester)	9. Honours, Awards, Fellowships
	9. Institutional Committees	· · · · ·
		(By Semester)
	(By Semester)	10. Memberships
		(By Semester)
		11. Training Programmes Attended
		(By Semester)
		12. Research Projects
		(By Semester)
		13. Research Guidance
		(By Semester)
		14. Research Patents
		(By Semester)
		15. Seminars, Workshops, Conferences,
		Webinars Conducted
		(By Semester)
		16. Seminars, Workshops, Conferences,
		Webinars Attended
		(By Semester)
		17. Faculty Leave Management
		(By Year / Semester / Month / Day)
ļ		18. Faculty Permission to Leave Campus
		(By Month / Day)
ļ		
ļ		
	3. Student Details	4. Alumni
	1. Overall Enrolment Details	(By Academic Year)
	(By Academic Year)	(
	2. Department-wise Results	
	(By Academic Year)	

3. Scholarships	
(By Academic Year)	
4. Career Counselling	
(By Semester)	
5. Study Visits	
(By Semester)	
6. Sports Activities	
(By Semester)	
7. Sports Awards/Medals	
(By Semester)	
8. Cultural Activities	
(By Semester)	
9. Cultural Awards/Medals	
(By Semester)	
10. Qualifying Examination Details	
(By Academic Year)	
11. Placement	
(By Academic Year)	
12. Progression to Higher Education	
(By Academic Year)	
13.NCC Activities	
(By Semester)	
14. NSS Activities	
(By Semester)	
15. Leave Management (Mr. Saravanan has	
prepared)	
(By Year / Semester / Month / Day)	
<ul><li>(Individual / Department-wise)</li></ul>	
5. Non-Teaching Faculty Details	
1. Overall Non-teaching Faculty Details	
(By Academic Year)	
2. Training Programmes	
(By Academic Year)	

+home/stakeholders/principal/report/institution/recognitions

		RE	PORT	PANEL	(recog	gnitions)			
			(last fi	ive year	s)				
Name of the Authority	Approval Section	Appro Month /	oval	Valio		Grade / Grade Point	Cycle	Ranking	
		Month	Year	From	То	Tohn			

+home/stakeholders/principal/report/institution/reports

RI	EPORT P	ANE	L (rep	oorts)		
Name of the Accreditation Body	Name of the Report	Ľ	missic Date mm /		Approval Year	
		Day	Month	Year		

 $+ home/stakeholders/principal/report/institution/extension\_activities$ 

	REPO	ORT ]	PANEL (exte	nsion_activitie	es)	
Name of the Activity	Date From	То	Organising Body	No. of Students who participated	Awards of Recognition	

+home/stakeholders/principal/report/institution/MOUs

	REPORT PANE	L (MOUs)		
Name of the Organisation	Agreement Date From To	Level	Name of the Department	

	RE	PORT PANE	L (library_fac	vilities)	
Items	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Library	Yes / No				
Automation					
e-resources	Yes / No				
Wi-fi bandwidth					
Reading Room	Yes / No				
Book Bank	Yes / No				
Reprography	Yes / No				
Facilities					
Total No. of					
Books					
Total No. of					
Journals					
(National)					
Total No. of					
Journals					
(International)					
Total No. of					
Periodicals					
Total No. of					
Magazines					
Others					
Annual					
Expenditure on					
Library					

 $+ home/stakeholders/principal/report/institution/library\_facilities$ 

+home/stakeholders/principal/report/institution/infrastructure\_facilities

REPORT PANEL (infra	structure_facilities)	
Items	Numbers	
Water Conservation Facilities		1
Rain Water Harvesting		
Borewell		
Open well Recharge		
Tanks and Bunds		
Waste Water Recycling		
Maintenance of Water Bodies		
Others		
Infrastructure Facilities		
Classrooms		
Reading Rooms		
Common Rooms		
Ladies Retiring Rooms		
Counselling Rooms		
Waiting Rooms		
Day Care Centre		
Toilets		
RO Water System		
Sanitary Dispensing Machine		
Incinerator		
Gymnasium		
Indoor Stadium		
Sports Ground		
Ramps		
Lifts		
Others		

Name of the Cell	Name of the Faculty-in-Charge	
Green Club		
Swaach Bharath		
NCC		
NSS		
RRC		
YRC		
PTA		
Alumni		
Rotract		
Culturals		
Book Club		
Movie Club		
NIRF		
IQAC		
AISHE		
Others		

 $+ home/stakeholders/principal/report/institution/cells\_and\_nodal\_officers\_incharge$ 

+ home/stake holders/principal/institution/committees

Name of the Committee	Names of the Faculty to whom the task is allotted
Admission Committee	
Examination Committee	
Library Purchase Committee	
Grievance Committee	
Sexual Harassment Committee	
CENTAC	
Others	

+home/stakeholders/principal/report/institution/collaborative\_activities\_details

Academic Year	Name of the	Collaborating	Receiving or	No. of
	Programme (Faculty	Agencies	Sending	Beneficiaries
	exchange /			
	Student			
	Exchange /			
2016 2015	Internship)			
2016-2017				
2017-2018				
2018-2019				
2019-2020				
2020-2021				

Check if these details are included under faculty and student stakeholder details

									ORT			-												
Category of Staff Leaching Professor				Gender			Sta Emp	atus oloyn			Co	mmu	nity			ecial tegor				Reli	gion			
-	Total Number	Ph.D.	Qualifying Exam	Male	Female	Permanent	Contract	Service Placement	Sparing of Service	Deputation	General	SC/ST	OBC	MBC	Visual	Hearing	Orthopaedic	Hindu	Christian	Muslim	Jain	Buddhist	Sikh	
Teaching																								
Professor																								
Associate Professor Asst.Prof.																								
Reader																								
Selection Gr. Lecturer																								
Lecturer																								
Other																								

+home/stakeholders/principal/report/faculty/overall\_details

\*Status of Employment should be added in the Faculty Profile

			REPOR	T PAN	EL (dep	artmen-	wise_de	ails)						
int ion y v inity														
Department	Faculty			oloyment	ification	kamination – etc	Gender	Community	Special Category	Religion				
Name of the Department	Name of the Faculty	Faculty Code	Designation	Status of Employment	Highest Qualification	Qualifying Examination NET, SLET, etc	M F	Gen OBC Etc.	Visual Orthopaedi c, Etc.	Hindu, Muslim, Christian, etc.				
History														
W														
Х														
Y														
Z														
English														
W														
Х														
Y														
Ζ														

# $+home/stakeholders/principal/report/faculty/department-wise\_details$

				PORT PA									
	(1	ast three	academic	c years 20	)18-20	19_2019	9-202	0_202					
					II I				Pag	ges			
e	t t			e	Jrné							r	
of the	nen	the	ship	if th	Joi		ġ	· ·			BN	acto	
1)	artr	e of er	e of nors	ne o nal	e of	<u> </u>	N	e N	ц		/IS	ct fa	
Name Staff	Department	Title of the Paper	Type of Authorship	Name of the Journal	Type of Journal	Year	Vol. No.	Issue No.	From	To	ISSN/ ISBN	Impact factor	
						,	F			L ·	SI	Ir	

# +home/stakeholders/principal/report/faculty/publications/papers

		(last	three ac			PANEL ( 2018-2019		020 20	)20-202	21)		
Name of the Staff	Department	Title of the book	if ors	Type of Authorship	Type of Book	Publisher Details	Status of Dublication 57	Year of publication		Issue No.	ISSN/ ISBN	

+home/stakeholders/principal/report/faculty/publications/books

			RE	PORT P.	ANEL (	chapt	ers_in_	books)					
		(last t	hree aca	demic y	ears 201	8-20	19_2019	9-2020_2	2020-202	21)			
Name of the Staff	Department	Title of the chapter		Type of Authorship	Name of the book	Type of Book	Publisher [7]	Status of publication	Year of publication	Vol. No.	Issue No.	ISSN/ ISBN	

# +home/stakeholders/principal/report/faculty/publications/chapters\_in\_books

				REPO	RT PANEL (a	rticle)					
		(la	st three ac	ademic ye	ars 2018-2019	_2019-202	20_20	20-202	21)		
of the	nent	of the e	S	f ship	of the aper/ ine	nd tion	ö.	.0	Page N	los.	
Name o Staff	Department	Title of article	List of Authors	Type of Authorship	Name of th newspaper magazine	Date and Year of publication	Vol. No.	Issue No.	From	То	

+ home/stakeholders/principal/report/faculty/publications/articles

+home/stakeholders/principal/report/faculty/publications/review

					REPORT	PANEL (re	eview	)						
(last three academic years 2018-2019_2019-2020_2020-2021)														
Name of the Staff	Department	Title of the paper	List of Authors	Type of Authorship	Name of the newspaper/ journal	Date and Year of publication	Vol. No.	Issue No.	ISSN/ ISBN	Page N From	To	Impact Factor		
													-	
													-	

+home/stakeholders/principal/report/faculty/invited\_lectures\_and\_ papers\_presented

			REPORT PAN	IEL (in	vited_lectures_an	.d_ pape	ers_preser	nted)					
	(last three academic years 2018-2019_2019-2020_2020-2021)												
aff aff of the tence tence													
	Name of the Staff Department Department Tritle of the lecture / paper paper paper paper bresented rype of Event / conference the event / conference the event / conference conference conference conference												

		REPORT PANEL	(honours_awa	ards_fellowship	s)		
	(last	three academic years	<u>s 2018-2019_2</u>	2019-2020_202	0-2021)		
Name of the Staff	Department	Name of the award / fellowship	Award or Fellowship	Year of Award or Fellowship	Level	Details of Recognition	

 $+home/stakeholders/principal/report/faculty/honours\_awards\_fellowships$ 

+ home/stakeholders/principal/report/faculty/memberships

		REP	ORT PANEL	(member	rships)			
	(last	three a	cademic year	s 2018-20	)19_201	9-2020_2	2020-2021)	
	Name of the Staff	Department	Name of the professional body	Type of Membership	Level	Starting date of membership	Ending date of membership	
_								

+home/stakeholders/	principal/re	port/faculty/training	programmmes	attended

	REPOR	RT PANEL	(training_	program	mmes_	_attended)		
(last t		demic year					21)	
Je	ıt	ى ع	0.0	Dat	te	ac	50	
Name of the Staff	Department	Type of Programme	Title of the programme	From	To	Conducting Agency	Sponsoring Agency	

 $+ home/stakeholders/principal/report/faculty/research\_projects$ 

		RE	EPORT	PANEL (	research_p	rojects)					
	(	(last three	acaden	nic years 2	2018-2019	_2019-2	2020_202	0-2021	)		-
Name of the Staff	Department	Details of the client	Details of Project	Nature of the Project	Type of the outcome of the project	Amount	India / Abroad	Dura Mor	tion OL	Status of the project	

# +home/stakeholders/principal/report/faculty/research\_guidance

		RE	PORT PA	ANEL	(researc	h_guidanc	e)			
		(last three	academic	c year	s 2018-2	019_2019	-2020_2	020-2021)		
Name of the Staff	Department	Name of the research programme	Name of the University	Subject	Title of the research work	Name of the research scholar	Year of registration	Year of completion	Status of the research	

+home/stakeholders/principal/report/research\_patents

	REPO	RT PANEL	(research_p	atents)			
(last	three aca	demic year	s 2018-2019	_2019-2	020_202	0-2021)	
Name of the Staff	Department	Name of the patent	Description of the patent	Registering Agency	ID Number	Date of Registration	
							-

	(semin	ars_work				PANEL es_webina	ars_cond	ucted)		
ıme	ing / nent / Ial	ing				ial or	ants	D	ate	
Type of Programme	Conducting Agency / Department Individual	Sponsoring Agency	Level	Venue	Topic	Individual or Team	No. of Participants	From	То	

REI	PORT P	ANEL (sen	ninars wo	orkshops	conference	es webina	rs attende	d)	
		last three a		<b>.</b>					
Name of the Staff	Department	Type of Programme	Topic of the Event	Conducting Agency Agency	Sponsoring Agency Agency	I9-2020_2	Date of the Programmer Programmer Programmer Prometer Programmer Prometer Programmer Prometer	he	

+home/stakeholders/principal/report/faculty/leave\_management/apply\_or\_cancel\_leave\_and\_

joining\_report

	(facult	y_leave_1	REP manageme	ORT PA nt/apply <b>Durati</b>	_or_car	ncel_lea			_report)	
the	the ent	eave	for	Leave	011 01	leave			rt Been	
Name of the Faculty	Name of the Department	Type of Leave	Reason fo Leave	From	То	Availed	Cancelled	Yes	No	

+home/stakeholders/principal/report/faculty/permission\_to\_leave\_campus

	(per	REPORT PA mission_to_leav			
Name of the Faculty	Name of the Department		Date		tion of nission
				From	То

REPORT PANEL (overall_enrolment_details)																	
					on		on			nitted	Gender		Community	Special Category	Religion	Residential Status	
Programme Level	Name of the Course	Course Code	Academic Year	Status of Affiliation	Duration of Affiliation (From-To)	Entry Qualification	Medium of Instruction	Course Duration	Sanctioned Strength	No. of Students Admitted	M	F	Gen OBC Etc.	Visual Orthopaedic, Etc.	Hindu, Muslim, Christian, etc.	Resident, Non,- Resident, etc.	
UG	History		2016														
			2017 2017 - 2018														
			2018 - 2019														
			2019 - 2020 2020														
			- 2021														
PG																	
Integrated Course																	

# +home/stakeholders/principal/report/student/overall\_enrolment\_details

Department	2016-	2017	2017-20	018	2018-2	019	2019-2	2020	2020-2021		
	No. of Students Appeared	No. of Students Passed									
History											
1st Year											
2 <sup>nd</sup> Year											
3 <sup>rd</sup> Year											
English											
1st Year											
2 <sup>nd</sup> Year											
3 <sup>rd</sup> Year											
Etc.											

 $+home/stakeholders/principal/report/student/department-wise\_results$ 

+home/stakeholders/principal/report/student/scholarship\_details

Academic YearName of the SchemeAmount per headNo. of Beneficiarie2016-20172017-20182017-2018	ciaries
2017-2018	
2018-2019	
2019-2020	
2020-2021	

				ORT PAN r_counsel				
Conducting Agency /Department / Faculty	Venue	Topic	Conducting or Participating	Individual or Team	No. of Participants	Da From	te To	
								-

+home/stakeholders/principal/report/student/career\_ counseling

+home/stakeholders/principal/report/student/study\_visits

				T PANEL v_visits)			
le lt /	isit	g or 1g	or	s	Da	te	
Name of the Department Faculty	Place of Visit	Conducting or Participating	Individual or Team	No. of Participants	From	То	

+home/stakeholders/principal/report /student/extra-curricular\_sports\_activities

		(6	extra-cu		ORT PA ar_sport	NEL s_activit	ies)		
of the	evel	ing	ing		ing or tting	al or	Г	Date	
Name of Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual or Team	From	То	

 $+home/stakeholders/principal/report/student/extra-curricular\_sports\_participation/awards/medals$ 

Academic Year	Participation / Prize Winner	Position	Name of the Award / Medal	Level	Individual / Group
2016-2017					
2017-2018					
2018-2019					
2019-2020					
2020-2021					

		(e			ORT PA ar_cultur	NEL al_activi	ities)		
the	evel	ing	ing		ing or ating	al or	Date		
Name of the Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual Team	From	То	

+home/stakeholders/principal/report /extra-curricular\_cultural\_activities

 $+home/stakeholders/principal/report/student/extra-curricular\_culturals\_awards/medals$ 

Academic Year	Participation / Prize Winner	Position	Name of the Award / Medal	Level	Individual / Group
2016-2017					
2017-2018					
2018-2019					
2019-2020					
2020-2021					

 $+home/stakeholders/principal/report/student/qualifying\_in\_State\_National\_International$ 

# Level

# Examinations

Academic	Name of the	Level	Number of
Year	Qualifying Examination		Students
2016-2017			
017-2018			
018-2019			
2019-2020			
2020-2021			

+home/stakeholders/principal/report/student/placement\_details

	REPORT PAI	NEL (placement_deta	ails)	
Academic Year	Name of the Institution/Company	No. of Students Placed	Salary Package	
2016-2017				1
2017-2018				
2018-2019				
2019-2020				
2020-2021				

 $+home/stakeholders/principal/report/student/progression\_to\_higher\_studies$ 

Academic Year	UG Diplomas to UG Degrees	U.G. to P.G.	P.G. to Ph.D.	Ph.D. to Post Doctoral
2016-2017				
2017-2018				
2018-2019				
2019-2020				
2020-2021				

+home/stakeholders/principal/report /student/NCC\_activities

					T PAN				
of the	evel	ing	ing		ing or ating	al or		Date	
Name of Event	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual or Team	From	То	

					T PAN				
f the ume	evel	ing	ing		ing or ating	ial or		Date	
Name of the Programme	Event Level	Conducting Agency	Sponsoring Agency	Venue	Conducting of Participating	Individual or Team	From	То	

+home/stakeholders/principal/report /student/NSS\_activities

+home/stakeholders/principal/report/alumni\_details

Academic Year	No. of Alumni Registered	Alumni Monetary	Other Contributions
		Contributions	
2016-2017			
2017-2018			
2018-2019			
2019-2020			
2020-2021			

							F	REPO	ORT	PAN	VEL	(ove	rall_	deta	ils)									
									or Cu	rren	t Ac	aden	nic Y	ear (										
				Gender			Sta Emp	atus oloyr			Co	mmu	nity			ecial tegor	y			Reli	gion			
Category of Staff	Total Number	Ph.D.	Qualifying Exam	Male	Female	Permanent	Contract	Service Placement	Sparing of Service	Deputation	General	SC/ST	OBC	MBC	Visual	Hearing	Orthopaedic	Hindu	Christian	Muslim	Jain	Buddhist	Sikh	
Non- teaching																								
PED																								
Librarian																								
Asst. Librarian JAO																								
Office Supt.																								
Assistant																								
UDC																								
LDC																								
MTS																								
Sanitary Asst.																								
Security																								
Technica l																								
Lab. Assistant																								
Lab. Attender																								
Other																								

+home/stakeholders/principal/report/non-teaching\_faculty/overall\_details

+home/stakeholders/principal/report/non-teaching\_faculty\_training\_programmes\_details

Academic	Name of the	Organising	No. of
Year	Programme	Agency	Teachers
2016-2017			Attended
2010-2017 2017-2018			
2018-2019			
2019-2020			
2020-2021			

Students Report

Student	s Reports
1 <u>Student Information Report</u> 1 a. Students Profile 1 b. Educational_ details	2. Student Attendance Report 2a. Student Attendance Report -Subject wise 2b. Student Attendance Report -Period wise and Day wise 2c. Student Attendance Report - Consolidated Attendance 2d. Student Attendance Report -Filter by Attendance percentage
3. Continuous Internal Assignment 3a Continuous Internal Assignment (Test) 3B Continuous Internal Assignment (Assignment) 3c. Continuous Internal Assignment (Attendance Mark) 3d Continuous Internal Assignment (Practical Mark)	<b>4. Exam Result</b> 4a Exam Result -consolidated 4b Exam Result -Pass/Fail Filter 4c Exam Result -Custom Input filter
5. Dynamic Report -Students Profile & Academic	6 Dynamic Report on - Semester Exam Result
7. Dynamic Report on - Continuous Internal Assignment CIA Exam	8. Dynamic Report on - Attendance

# **1 Student Information Report**

## 1 a .Students Profile

Select Criteria By

Course |Batch| Gender||Community| Religion| Blood Group| PWD | Admission By| General Search

List the Students Profile Field

### 1 b Educational\_ details

Select Criteria By

Course | Batch | Qualification | Month | Year | Grade | General Search

List the Students Education Details Field

## **2 Student Attendance Report**

#### 2a. Student Attendance Report -Subject wise

Select Criteria By

Academic Year| Course| Batch| Semester |From -To(Date Picker) |Attendance Type ->Present ,Absent, Permission| Subject->All Subject, List All the Subject| General Search

List the Students Attendance, Percentage.

#### 2b. Student Attendance Report -Period wise and Day wise

Select Criteria By

Academic Year| Course| Batch| Semester| From -To(Date Picker) |Attendance Type ->Present ,Absent, Permission| General Search

List the Students Attendance, percentage

# 2c. Student Attendance Report - Consolidated Attendance

Select Criteria By

Academic Year| Course| Batch| Semester |From -To(Date Picker) |Attendance Type ->Present ,Absent, Permission| General Search

List the Students Attendance, percentage

#### 2d. Student Attendance Report -Filter by Attendance percentage

Academic Year Course Batch Semester From -To(Date Picker) Attendance Type ->Present ,Absent, Permission Filter by Custom input Box-> Greater Than, Lesser Than, Greater Than equal, Lesser Than equal to

## 3. Continuous Internal Assignment

#### **3a Continuous Internal Assignment (Test)**

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Subject, List All the Subject| Internal Assessments (Test) Marks| Option field to Filter by Test marks by Custom input Box-> Greater Than, Lesser Than, Greater Than equal, Lesser Than equal to

List the Students Name and CIA fiels

### **3b** Continuous Internal Assignment (Assignment)

Select Criteria by

Academic Year Course Batch Semester Subject->All Subject, List All the Subject Internal Assessments (Assignments) Marks {Option field to Filter Marks by Custom input Box-> Greater Than, Lesser Than, Greater Than equal, Lesser Than equal to

List the Students Name and CIA fields

#### **3c Continuous Internal Assignment (Attendance Mark)**

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Subject, List All the Subject| Attendance Percentage |Marks { Option field to Filter Marks ,Attendance Percentage by Custom input Box-> Greater Than, Lesser Than ,Greater Than equal, Lesser Than equal to

List the Students Name and CIA fields

#### 3d Continuous Internal Assignment (Practical Mark)

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Practical Subject, List All the Practical Subject| Attendance Percentage | Experiment Number | Experiment Marks { Option field to Filter Experiment Marks by Custom input Box-> Greater Than, Lesser Than, Greater Than equal, Lesser Than equal to

List the Students Name and CIA fields

# 4. Exam Result

#### 4a Exam Result -consolidated

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Subject, List All the Subject| General Search

List the Students Name and Exam Result Fields

#### 4b Exam Result -Pass/Fail Filter

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Subject, List All the Subject| Result -> pass, Fail | General Search

List the Students Name and Exam Result Fields

4c Exam Result -Custom Input filter

Select Criteria by

Academic Year |Course |Batch| Semester| Subject->All Subject, List All the Subject| Result |{ Option field Filter by Marks Custom input Box-> Greater Than, Lesser Than ,Greater Than equal, Lesser Than equal to

List the Students Name and Exam Result Fields

Course: select	Select Field for Reports
Batch: select	
DOB:	→
Gender :select	
Mobile No:	<b>+</b>
Phone No:	
email:	
Present Address:	
Permanent Address	
Mother Tongue:	
State :	
Pin Code :	
Community :select	
Religion :select	
Blood group :select	
PWD :others	
Aadhar:	
Admission Date	
Admission By CENTAC	
Father Name :	
Father Phone	
Father Occupation       Father Income	
Mother Name	
Mother Phone	
Mother Occupation	
Mother Income	
Number of Sibling:	
Name of Sibling	
Qualification / Name of the degree :	
select	
Subject	
Name of the University / Board :	
All	
Month of Passing: All	
Year of Passing: All	
Percentage:	
Grade: select	
Mark Scored:	
Filter option >= Than select	
Filter option > 1100 Between	
> 1100	
Car	erate Report

1.		

Course: select	Select Field for Reports
Batch: select	
Semester : select	→ List of Fields
Subject : select	←
Academic year selectYear : selectTotal Number of Student On RollTotal Number of Student Appeared for ExamTotal Number of students AbsentFor ExamPass PercentageFail PercentageOverall PercentageI class >= Than selectII class >= Than selectIII class >= Than selectOdd medal >= Than selectGold medal >= Than selectTotal Semester Mark obtained with Continuous Assessment MarkTotal Semester Mark obtained without Continuous AssessmentMarkGrade Points	
Cumulative Grade Point Average (CGPA) Letter Grade Filter option >= Than select	
Filter option > 1100 Between         > 1100         Sort By select         Average of Marks	

Report on - CIA Exam						
Course: select Batch: select	Select Field for Rep	orts				
Semester : selectSubject : selectAcademic year selectYear: selectAssignment Number selectTest Number selectCumulative AttendanceTest Component(Average)Test Component(Best of)Seminar Number selectSeminar-AssignmentComponent(Average)Seminar-Assignment Component( Best of )Attendance MarkAttendance percentageEach Practical Experiment MarksAverage of Experiment MarksTotal Continuous Assessment MarkFilter option >= Than selectFilter option >= Than selectFilter option >= 1100Sort By selectAverage of Marks	→					
	Generate Report					

Course: select	Salast Field for Deports
	Select Field for Reports
Semester : select Subject : select Subject : select Academic year select Year: select Attendance From 9/10/2020 To 9/9/2020 Total Working Hours From 9/10/2020 Total Cumulative Working Hours From 9/10/2020 To 9/9/2020 Attendance Percentage From 9/10/2020 To 9/9/2020 Cumulative Attendance Percentage From 9/10/2020 To 9/9/2020 Student Name Attendance Type select Total Hours Attended From 9/10/2020 To 9/9/2020 Filter option >= Than select	Select Field for Keports
Filter option > 1100 Between	
> 1100 Sort By select	
	rate Report

Faculty Dashboard

### List All Pending Activities

- 1. Today Class Hour for which Batch
  - 2. Preparation of Teaching Plan Activities -Left out day Reminder
- 3. Attendance for a class is enabled from the time the class starts till 3 hours after the end of the class. Reminder
- 4. Allotment of Free/Released Period -Notification
- 5. Handing a Released Period
- 6. Record of Classes Taken -Reminder
- 7. Task Assigned by HOD -Pending
- 8. Leave Approved

### List the Subjects Handled by Staff

### List the Batches Handled by Staff

### Today Class Hour

Department :Computer Science Time :11 to 12 Period :3

### Student Attendance-Today

Student Batch II Year CSE Department Subject Name C-Programming Total Strength-37 Present -32 Absent 5

### Mentee Assigned

1.

### List of Events

Display Important event In colleges

## Meetings

2

### Assigned Tasks

2.

#### News & Events 1. DISPLAY PANEL (update\_calendar) Week August 2020 << < > >> Month Day Mon Tue Wed Sat Sun Thu Fri

- When any date is clicked, it will open an event input form
   Background colour and their meaning:
- - 1. Blue: Instructional day
  - 2. Green: Non-Instructional day
  - 3. Red: Public holiday
  - 4. Orange: Vacation
- 3. Each coloured strip represents a type of event

HOD Dashboard

#### List All Pending Activities

- 1. Faculty Development Programmes Approval Pending
- 2. Faculty Leave Approvals Pending
- 3. Faculty Permission Approvals Pending
- 4. Faculty Leave Cancellation Approvals Pending
- 5. Free / Released Periods Approvals Pending
- 6. Faculty Event Approvals View
- 7. Faculty Event Reports Approvals Pending

#### List Faculty Attendance- View (Daily Basis / Department-wise)

Date: Name of the Faculty: Full Day / Half-Day: Type of Leave:

# List Faculty Permission-View

(Daily Basis / Department-wise)

Date: Name of the Faculty: Timing: From\_\_\_\_\_To\_\_\_\_\_

#### List All Faculty In-time / Out-time- View (Daily Basis / Department-wise)

Date: Names of Faculty: In-time: Out-time:

#### List Class in-charge - View

(Semester-wise)

Name of the Faculty:

Student Batch: I Year / II Year / III Year

### List Mentor-Mentees - View

(Semester-wise)

Name of the Faculty: List of Mentees:

#### List Student Attendance - View (Daily Basis / Morning Session-Afternoon Session / Department-wise)

Date:

Student Batch: I Year / II Year / III Year Total Strength: No. Absent: Session:

### List Department / Faculty Time Table-

#### View

Department Time Table: Individual Faculty Time-Table (Hour/Batch/Subject):

### List of Events Scheduled- Reminder

(Today / Next Week)

Today: (Today's Date / Name of the Event / Organizing Department/Venue) Next Week's Schedule: (Date / Name of the Event / Organizing Department/Venue):

### List of Meetings Scheduled- Reminder

(Today / Next Week)

Today: (Today's Date / Meeting with Whom / Agenda / Venue) Next Week's Schedule: (Date / Meeting with Whom / Agenda / Venue):

## List of Assignments for Students- View

(Weekly / Monthly) Name of the Faculty: Student Batch: Course Name: Nature of Assignment given for Students: Date on which Assignment was given: Last Date of Submission / Date of Presentation:

### List of Tasks Allotted for Staff- View

(Weekly / Monthly)

Name of the Faculty: Nature of the Task given: Date on which Task was allotted: Status of Task:

#### DISPLAY PANEL (Update\_Calendar) For Events and Meetings

<< <	>	>>		A	ugust 2020		Month W	eek Day
Sun		Mon		Tue	Wed	Thu	Fri	Sat
	26		27	28	29	30	31	1
	2		3	4	5	6	7	8
	9		10	11	12	13	14	15
1	6		17	18	19	20	21	22
2	23		24	25	26	27	28	29
3	30		31	1	2	3	4	5

- 4. When any date is clicked, it will open an event input form
- 5. Background colour and their meaning:
  - 5. Blue: Internal Meetings (Box within box one colour) / External Meetings (Box within box another colour)
  - 6. Green: Events Scheduled within (Box within box one colour) and outside (Box within box another colour) college
  - 7. Red: Public holiday

8. Orange: Vacation

Principal Dashboard

#### List All Pending Activity

- 8. Faculty Academic Certificates Approval -Pending
- 9. Event Approvals Pending
- 10. Faculty Leave Approvals Pending
- 11. HOD Pending Approvals View

# List Faculty Attendance- View

#### (Daily Basis / Department-wise)

Date:

Name of the Department: (List all Departments) Name of the Faculty: Full Day / Half-Day: Type of Leave:

#### List Faculty Permission- View (Daily Basis / Department-wise)

Date:

Name of the Department: (List all Departments) Name of the Faculty: Timing: From\_\_\_\_To\_\_\_\_List

#### List all Faculty In-time / Out-time- View (Daily Basis / Department-wise)

Date: Name of the Department: Names of all Faculty: In-time: Out-time:

List Student Attendance - View (Daily Basis / Morning Session-Afternoon Session / Department-wise) Date:

Name of the Department: Student Batch: I Year / II Year / III Year Total Strength: No. Absent: Session:

## List Department / Faculty Time Table- View

All Department Time Tables:

Individual Faculty Time-Tables (Hour/Batch/Subject):

### List of Events Scheduled- Reminder

(Today / Next Week)

Today: (Today's Date / Name of the Event / Organizing Department/Venue) Next Week's Schedule: (Date / Name of the Event / Organizing Department/Venue):

### List of Meetings Scheduled- Reminder

(Today / Next Week)

Today: (Today's Date / Meeting with Whom / Agenda / Venue) Next Week's Schedule: ( Date / Meeting with Whom / Agenda / Venue):

### List of Tasks Allotted for Staff- View

(Weekly / Monthly)

Name of the Faculty: Nature of the Task given: Date on which Task was Allotted: Status of Task:

### DISPLAY PANEL (Update Calendar)

For Events and Meetings

<< < >	> >>	A	ugust 2020		Month W	eek Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	2	27 28	29	30	31	1
2		3 4	5	6	7	8
9	j	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

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  - 10. Green: Events Scheduled within (Box within box one colour) and outside (Box within box another colour) college
  - 11. Red: Public holiday
  - 12. Orange: Vacation

Students Dashboard

### List All Pending Activity

Assignment Due Date on ......

Attend Online Test

Bring Record Note For Tomorrow's Class

### List the Subjects Handled by Faculty

#### **Class Time-Table**

#### Today's Class Hour

Department :Computer Science Time :11 to 12 Period :3

### Student Attendance-Today

Student Batch II Year CSE Department Subject Name C-Programming Total Strength-37 Present -32 Absent 5

### Mentor Assigned

1. 2.

### List of Event

Display Important event In colleges

Online Test	
1 2. 3.	
Meeting Scheduled	
1. 2. 3.	
News & Events	
1. 2. 3.	
Examination Corner	
1. 2.	
3.	

### **Placement Corner**

2.

3.

### DISPLAY PANEL (update\_calendar)

<< <	>	>>		Aı	1gust 2020		Month W	eek Day
Sun		Mon		Tue	Wed	Thu	Fri	Sat
20	6		27	28	29	30	31	1
	2		3	4	5	6	7	8
9	9		10	11		13	14	15
10	6		17	18	19	20	21	22
2:	3		24	25	26	27	28	29
3(	0		31	1	2	3	4	5

- 8. When any date is clicked, it will open event input form
- 9. Background colour and their meaning:
  - 13. Blue: Instructional day
  - 14. Green: Non-Instructional day
  - 15. Red: Public holiday
  - 16. Orange: Vacation
- 10. Each coloured strip represents a type of event