



Amala
COLLEGE OF NURSING
ACCREDITED BY NAAC WITH A GRADE

AMALA COLLEGE OF NURSING

AQAR (2022-2023)



CRITERION 6 – Governance, Leadership and Management

Key Indicator 6.2– Strategy Development and Deployment

Metric No. 6.2.2 Implementation of e-governance in areas of operation

SUBMITTED TO



National Assessment and Accreditation Council

EDUSOFT MANUAL AND ERP DOCUMENT

COMPLETE EDUCATION SUITE

For Schools, Colleges, and Medical Education Institutions.



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ADMISSION MANAGEMENT

Pre-Admission: Online admission forms | Auto import student details from excel sheets | Temporary login to candidates for uploading their qualification credentials

Post-Admission: Roll no. generation | Hostel & transport allocation | Course allocation | Credentials storage facility | ID card / library card generation



FEES MANAGEMENT

Fee master | Fee categories | Scholarship master | Online /offline fees collection | Concessions | Hostel fees | Transport fees | Mess fees | Miscellaneous fees | Late fees | Refunds & settlements | Fines | Collection forecasts & reports | Receipts | Regular SMS & email alerts on dues, payments & receipts



HOSTEL MANAGEMENT

Category wise rooms / bed allocations | Check-in / check- out | Hostel attendance reports | Disciplinary log maintenance | Mess management | Daily attendance | Alerts, notices & reports



TRANSPORT MANAGEMENT

Route management | Distance / Area based fees setup | Bus schedule | Fee collection | User lists & reports | Vehicle management | Driver information | Vehicle allocation



STANDARD SETUP

School details on all dashboards | Maintain address, contact number & email id records | Single / Multiple Schools / Courses setup | Department wise setup | Faculty / Non-teaching staffs – department wise setup



DESIGNATION / HIERARCHY & **ROLE MANAGEMENT**

Organizational chart for hierarchical & designation setup | Rights & privileges management | Administrator to set role access rights based on designation and campus process department workflow | A secure login and password-based dashboard access for management, principal, HOD's, faculties, non-teaching staffs, students & parents



CLASSROOM & STUDENT GROUPS **MANAGEMENT**

Classroom master setup | Integration of lecture hall, seminar hall & lab with student / faculty online attendance module



MASTER / STANDARD **TIME TABLE MANAGEMENT**

Master timetable setup | Department | Classroom | Period / Extra classes | Break | Faculty / substitute faculty allocation integrated with dashboards of key stakeholders | Reports on year / college and theory / practical / clinical postings



FACULTY ALLOCATION / SESSIONS **HANDLING**

Allocate faculties subject wise | Time table wise | Substitute faculty allocation | Approval of absence session | Non-handled sessions reporting



SYLLABUS & TEACHING **SCHEDULE MANAGEMENT**

Subject master setup | Theory, practical & clinical setup | Teaching schedule management course wise / semester wise / year wise / department wise | Syllabus coverage reports



STUDENT & EMPLOYEE **ATTENDANCE MANAGEMENT**

Theory & practical attendance | Real time class reports on a daily, weekly, monthly, semester & yearly basis | Cumulative clinical attendance | Interns & PG attendance | SMS & email alerts on attendance / shortfall to stakeholders | Real time reports for all stakeholders



STUDENT & EMPLOYEE LEAVE MANAGEMENT

Data input for facilitating HR MIS and Payroll | Status updates & archives on relevant stakeholder dashboards | Online facility for employee leave application and approvals | Status updated on respective dashboards



ACADEMIC & HOLIDAY CALENDAR

Academic year start & end dates | Semester / yearly assignments | Regular / odd batch creation | School timings & working days setup | Annual academic holidays setup | SMS & email alerts facility for announcing other holidays course / year / semester wise to all stakeholders



EXAM SCHEDULES & RESULTS MANAGEMENT

Timetable setup | Practical exam setup | Internals / School exam setup | Result classification | Saving internal marks | Uploading mark sheets | Percentile | Ranking | Facility to publish results on student / parent dashboards & via SMS / email



EXAM ELIGIBILITY & FEES MANAGEMENT

Student screening based on exam eligibility criteria - attendance | Earlier semester / year result | Fees payment & more | Exam fees collection department wise / course wise / subject wise / semester wise / year wise appropriately | Exam re-appearance fees | Hall ticket issuance



STUDENTS INFORMATION RECORD SYSTEM (SIRS)

SIRS details captured on student profile- Address | Contact no. | Email IDs | Photograph | Past academic & work experience records | Integrated with admission, fees, library, hostel, transport, attendance, exam, result & other modules



EMPLOYEES INFORMATION RECORD SYSTEM (EIRS)

EIRS details captured on faculty / employee profile- Address | Contact no. | Email IDs | Photograph | Past academic & research records | Integration with admission, library, hostel, transport, attendance, HR, leave, payroll & account module



MANAGEMENT INFORMATION SYSTEM (MIS)

Management Information system Integrated access to SIRS | EIRS | Leave & attendance management | Fees management | Information system and reports | Exam & results management | Complaint management | Notices & alerts system | Non-handled / abeyance session reports | Holiday vacation calendar | Approval / decision making and more



NEWS, EVENTS & ANNOUNCEMENTS / E-NOTICE BOARD & GREETINGS

Role based access for news and events creation / upload | Fully integrated with stakeholder dash-boards | Maintenance of archives for all published events | Birthday | Anniversary | Festival greetings to students / faculty / management | Stakeholder dashboard displays students / faculty names / events



DOCUMENT UPLOAD & DOWNLOAD

Elective document archive and management system | Facility to upload & download relevant documents for all stakeholders (eg. Management- circulars, faculty- mock papers, Students- assignments, Parents-medicalcertificate)



SMS / EMAIL ALERTS & WEB MAIL SETUP

Integration with- Attendance | Fees | News & events | Complaint management | Exam & results with SMS / email alerts | Activation & delivery frequency setup for SMS / email Unified campus web mail setup | College domain name specific mail ids for all stakeholders and non-teaching staffs | Web mail integration with stakeholder dashboards



TRANSCRIPT/ PROGRESS REPORT MANAGEMENT

Integration of students performance | Attendance of students Labs | Students overall attendance Integration | Generation of mark sheet on the basis attendance and academic performance | University format transcription | Transcription print & send option | Generate overall transcript for school.



360° FEEDBACK & DISCIPLINARY RECORDS

Parents to Institutions / hostel | Student to faculty | Superior to subordinate | Peer to peer feedback facility & archival | Facility to support analysis of student / faculty performance & more | Track student records for issues like ragging / theft / misbehavior / damages & more | Corrective action plans | Temporary portal access suspension facility



ALUMNI MANAGEMENT

Alumni user profile creation & database management | Interactive discussion forums/ blogging for building virtual community | Information exchange | Career counseling | Donations facility & more



MODULES

- › Multi Branch
- › Behaviour records
- › Two factor authentication
- › Online course
- › Google Meet
- › Zoom
- › Google play
- › Smart school Android



FEATURES

- ▶ State of art student admission form
- ▶ Most powerful fees collection module
- ▶ Most flexible examination module
- ▶ One click attendance
- ▶ Teacher restricted mode
- ▶ Front cms to manage your school website
- ▶ Complete HR module with payroll
- ▶ Front office with student admission lead management
- ▶ Print student certificates, letters and student ID cards in most commanding way
- ▶ Create homework subject wise then evaluate homework for students
- ▶ Student and staff timeline
- ▶ Student history
- ▶ Calender and ToDo list
- ▶ Enable/disable students and staff
- ▶ Feature rich business intelligence reports
- ▶ Full control over staff user roles and permissions
- ▶ Enable /disable modules
- ▶ Maximum features in parent panel for student monitoring
- ▶ One software to track everything in your institution
- ▶ Modern, Responsive and user friendly interface
- ▶ Result oriented features to deliver maximum ROI
- ▶ An enterprise grade build by professionally to achieve high performance
- ▶ You are always with safe hands! Customer friendly and dedicated technical support team

TOP KEY FEATURES



- | | | |
|----------------------------|---------------------------------|----------------------------|
| 1. Student admission | 9. Student categories | 16. Marks grade |
| 2. Promote students | 10. Profile system | 17. class/grade& selection |
| 3. Fees collection | 11. Income & Expense Management | 18. Subject |
| 4. Fees discount | 12. Student attendance | 19. Assign subjects |
| 5. fees/discount allotment | 13. Examination | 20. Class timetable |
| 6. Collect fees | 14. Exam students | 21. Download center |
| 7. Add siblings | 15. Marks register | 22. Library management |
| 8. Search students | | 23. Add books in library |

- 24. Books issue /return
- 25. School transport
- 26. Transport routes
- 27. Hostel
- 28. Communicate
- 29. Student report
- 30. Balance fees report
- 31. Transport report
- 32. Attendance report

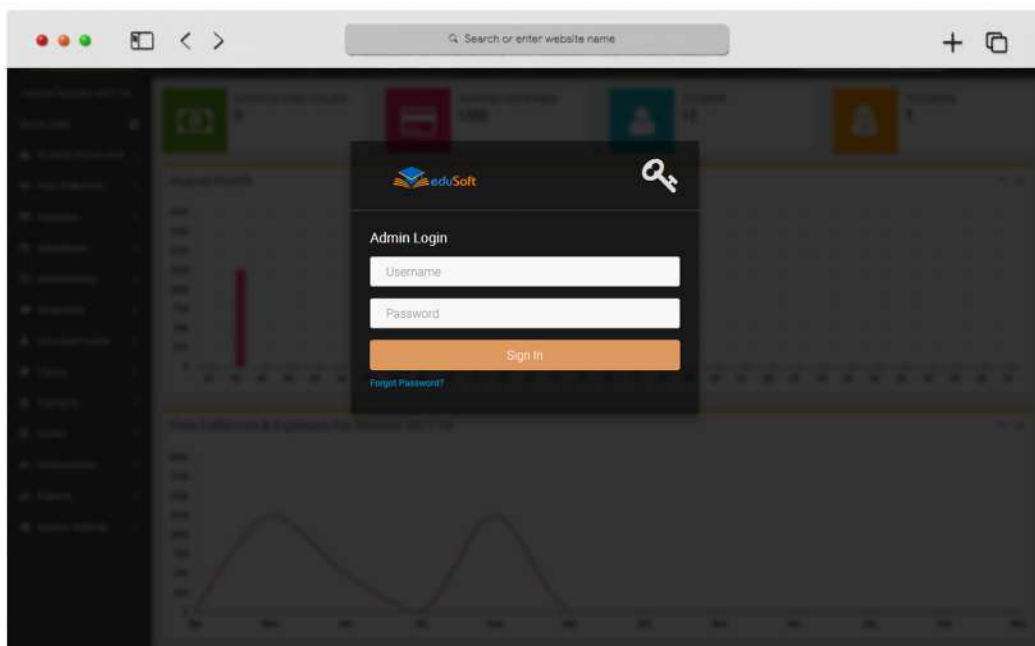
- 33. Exam marks report
- 34. General settings
- 35. Academic session
- 36. SMS gateways
- 37. Email engines
- 38. Internet payment gateways
- 39. Backup and restore
- 40. Multiple language



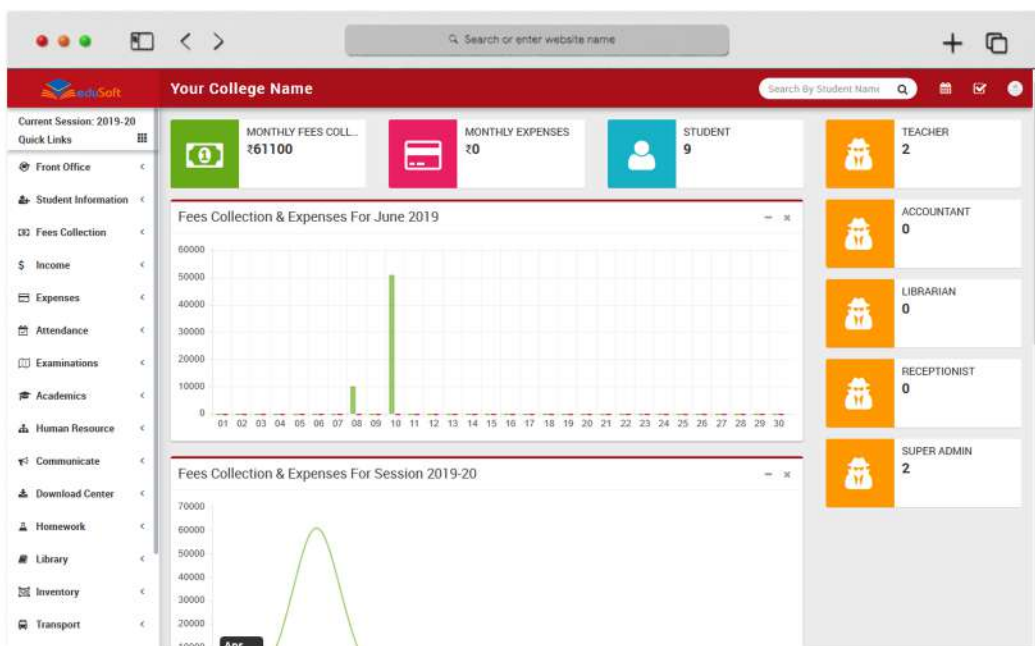
- 41. RTL
- 42. beautiful&informative dashboard
- 43. Parent monitoring
- 44. Regular fee updates
- 45. Responsive user interface
- 46. Export data
- 47. 6 user roles with 6 different panels
- 48. Internal messaging
- 49. Print records

- 50. Home work document
- 51. Chart & graph analysis in fees
- 52. Exam marks management
- 53. Aesthetically designed UI
- 54. Accounting
- 55. Codeigniter framework
- 56. Developer support ready
- 57. Easy customization
- 58. Best quality with dedicated support

SCREENSHOTS



Admin Login



Dashboard

Student Details

Student Information

Student Admission

Admission Number * Roll Number Course * Section *

First Name * Last Name Gender * Date Of Birth *

Category Religion Caste Mobile Number Email

Admission Date Student Photo Blood Group Student House

Height Weight As on Date

Parent Guardian Detail

Father Name Father Phone Father Occupation Father Photo

Mother Name Mother Phone Mother Occupation Mother Photo

If Guardian is * ☐ Father ☐ Mother ☐ Other

Guardian Name * Guardian Relation Guardian Email Guardian Photo

Guardian Phone * Guardian Occupation Guardian Address

Add More Details

Student Address Details

☐ If Guardian Address is Current Address ☐ If Permanent Address is Current Address

Current Address Permanent Address

The screenshot displays the SIS web application. At the top, there's a navigation bar with the college name "Your College Name" and a search bar labeled "Search By Student Name". A sidebar on the left lists various modules: Current Session: 2019-20, Quick Links, Front Office, Student Information (selected), Fees Collection, Income, Expenses, Attendance, Examinations, Academics, and Human Resource. The main area shows the "Add More Details" form, which includes sections for Student Address Details, Transport Details, Hostel Details, and Miscellaneous Details.

Add More Details

Student Address Details
☐ If Guardian Address is Current Address
☐ If Permanent Address is Current Address
Current Address
Permanent Address

Transport Details
Route List
Select

Hostel Details
Hostel Room Number
Select Select

Miscellaneous Details
Bank Account Number Bank Name IFSC Code

The screenshot shows a web application for a college named "Your College Name". The top navigation bar includes a search box for student names and icons for home, notifications, and user profile. A left sidebar lists various modules like Fees Collection, Income, Expenses, Attendance, Examinations, Academics, and Human Resource. The main area displays the "Student Details" form, which includes fields for Bank Account Number, Bank Name, IFSC Code, National Identification Number, Local Identification Number, RTE status, Previous School/College Details, and a Note field. There is also an "Upload Documents" section with four slots for document uploads.

#	Title	Documents	#	Title	Documents
1.	<input type="text"/>	Drag and drop a file here or click	3.	<input type="text"/>	Drag and drop a file here or click
2.	<input type="text"/>	Drag and drop a file here or click	4.	<input type="text"/>	Drag and drop a file here or click

Save

Student Profile

Current Session: 2019-20
Quick Links

Front Office

Student Information

- Student Details
- Student Admission
- Student Report
- Guardian Report
- Student History
- Student Login Credential
- Student Categories
- Student House
- Disabled Students

Fees Collection

Income

Expenses

Attendance

Examinations

Academics

Human Resource

Search by Student Name

Student Information

jojo john

Admission Number 67374

Roll Number 237274

Course Bsc Mathematics (2019-20)

Section sem1

RTE No

Gender Male

Profile Fees Exam Documents Timeline

Admission Date 06/12/2019

Date Of Birth 01/02/1993

Category general

Mobile Number 6436346

Caste christian

Religion christian

Email jojo@gmail.com

Address

Current Address

Permanent Address

Parent / Guardian Details

Father Name john

Father Phone 3745834

Father Occupation contractor

Mother Name lily

Current Session: 2019-20
Quick Links

Front Office

Student Information

- Student Details
- Student Admission
- Student Report
- Guardian Report
- Student History
- Student Login Credential
- Student Categories
- Student House
- Disabled Students

Fees Collection

Income

Expenses

Attendance

Examinations

Academics

Human Resource

Search by Student Name

Father Occupation contractor

Mother Name lily

Mother Phone 2555445

Mother Occupation homemaker

Guardian Name john

Guardian Email john@gmail.com

Guardian Relation Father

Guardian Phone 3745834

Guardian Occupation contractor

Guardian Address john house

Miscellaneous Details

Blood Group A+

Student House

Height 58

Weight 48/

As on Date 06/12/2019

Previous School/College Details

National Identification Number

Local Identification Number

Bank Account Number

Fees Collection

Collect Fees

Search or enter website name

eduSoft

Your College Name

Search By Student Name

Current Session: 2019-20

Quick Links

Front Office

Student Information

Fees Collection

Collect Fees

Search Fees Payment

Search Due Fees

Fees Statement

Balance Fees Report

Fees Report

Fees Master

Fees Group

Fees Type

Fees Discount

Fees Carry Forward

Income

Expenses

Attendance

Examinations

Academics

Select Criteria

Course: MCA

Section: sem 2

Search By Keyword

Search By Student Name, Roll Number, Enroll Number, National Id, Local Id Etc.

Search

Student List

Search...

Course	Section	Admission Number	Student Name	Father Name	Date Of Birth	Phone	Action
MCA	sem 2	1110	ragi s.	sudakaran	01/12/1999	98657686	Collect Fees
MCA	sem 2	112	lega nair		07/06/2000	97563885	Collect Fees
MCA	sem 2	13456	archana sudakaran	sudakaran	06/19/1996	95364889	Collect Fees

Records: 1 to 3 of 3

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Search or enter website name

eduSoft

Your College Name

Search By Student Name

Current Session: 2019-20

Quick Links

Front Office

Student Information

Fees Collection

Collect Fees

Search Fees Payment

Search Due Fees

Fees Statement

Balance Fees Report

Fees Report

Fees Master

Fees Group

Fees Type

Fees Discount

Fees Carry Forward

Income

Expenses

Attendance

Examinations

Academics

Student Fees

Print Selected

Date: 06/12/2019

#	Fees Group	Fees Code	Due Date	Status	Amount (₹)	Payment Id	Mode	Date	Discount (₹)	Fine (₹)	Paid (₹)	Balance (₹)	Action
1	Balance Master	Previous Session Balance	06/09/2019	Unpaid	100.00				0.00	0.00	0.00	100.00	+
Grand Total					₹100.00				₹0.00	₹0.00	₹0.00	₹100.00	

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Balance Master: Previous Session Balance

Date: 06/12/2019

Amount: 100

Discount Group: Select

Discount*: 0 Fine*: 0

Payment Mode: ☒ Cash ☐ Cheque ☐ DD

Note: Full settlement

Buttons: Cancel, Collect Fees

Fees Report

Fees Collection

Select Criteria

Course: MCA Section: sem 2

Search

Student Fees Report

Search...

Student Name	Admission Number	Roll Number	Father Name	Total Fees (₹)	Discount (₹)	Fine (₹)	Paid Fees (₹)	Balance (₹)
ragi s	1110	2	sudakaran	10000.00	0.00	0.00	10000.00	0.00
lega nair	112	23	sudakaran	10100.00	0.00	0.00	100.00	10000.00
archana sudakaran	13456	25	sudakaran	xxx	N/A	xxx	xxx	xxx
Grand Total				₹20100.00	₹0.00	₹0.00	₹10100.00	₹10000.00

Exam Schedules

Current Session: 2019-20
Quick Links

- Front Office
- Student Information
- Fees Collection
- Income
- Expenses
- Attendance
- Examinations**
 - Exam List
 - Exam Schedule
 - Marks Register
 - Marks Grade
- Academics
- Human Resource
- Communicate
- Download Center
- Homework
- Library

Examinations

Select Criteria

Course: MCA Section: sem1

Search

Exam List

Search

#	Exam	Action
1.	first internal exam	View

Records: 1 to 1 of 1

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Exam first internal exam

Course: MCA(sem1)

Search

Subject	Date	Start Time	End Time	Room	Full Marks	Passing Marks
JAVA (Pr)	06/07/2019	12:00 AM	11:30 AM	14	80	25
oops (Th)	06/05/2019	12:00 AM	11:30 AM	12	80	25

Records: 1 to 2 of 2

Cancel

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Timetable

Add Timetable

The screenshot shows the 'Academics' section of the software. Under the 'Timetable' sub-section, there is a form to add a new timetable entry. The form includes a 'Select Criteria' section with dropdowns for 'Course' (MCA), 'Section' (sem1), and 'Subject' (JAVA (Practical)). Below this is a table with columns for 'Day', 'Start Time', 'End Time', and 'Room Number'. The 'Monday' row is pre-filled with '10:00 AM', '12:01 PM', and '10'. The other days (Tuesday through Sunday) have empty fields for 'Start Time', 'End Time', and 'Room Number'.

Day	Start Time	End Time	Room Number
Monday	10:00 AM	12:01 PM	10
Tuesday			Enter Room Number
Wednesday			Enter Room Number
Thursday			Enter Room Number
Friday			Enter Room Number
Saturday			Enter Room Number
Sunday			Enter Room Number

The screenshot shows the 'Academics' section of the software. Under the 'Timetable' sub-section, there is a form to view the timetable. The form includes a 'Select Criteria' section with dropdowns for 'Course' (MCA) and 'Section' (sem1). Below this is a table with columns for 'Subject', 'Monday', 'Tuesday', 'Wednesday', 'Thursday', 'Friday', 'Saturday', and 'Sunday'. The 'Subject' column has two rows: 'oops' and 'JAVA'. The 'Monday' row for 'oops' is pre-filled with '10:00 AM - 12:01 PM' and 'Room Number: 15'. The 'Tuesday' row for 'oops' is pre-filled with '02:00 PM - 03:00 PM' and 'Room Number: 18'. The other days for 'oops' are 'Not Scheduled'. The 'JAVA' row for all days is 'N/A'.

Subject	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
oops	10:00 AM - 12:01 PM Room Number: 15	02:00 PM - 03:00 PM Room Number: 18	Not Scheduled	Not Scheduled	Not Scheduled	Not Scheduled	Not Scheduled
JAVA	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Human Resource

Human Resource

Search By Student Name

Current Session: 2019-20

Quick Links

- Front Office
- Student Information
- Fees Collection
- Income
- Expenses
- Attendance
- Examinations
- Academics
- Human Resource**
 - Staff Directory
 - Staff Attendance
 - Staff Attendance Report
 - Payroll
 - Payroll Report
 - Approve Leave Request
 - Apply Leave
 - Leave Type
 - Department

Select Criteria

Role:

Search By Keyword:

Q Search

Card View | List View

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Staff Attendance

Staff Attendance

Search By Student Name

Current Session: 2019-20

Quick Links

- Front Office
- Student Information
- Fees Collection
- Income
- Expenses
- Attendance
- Examinations
- Academics
- Human Resource**
 - Staff Directory
 - Staff Attendance**
 - Staff Attendance Report
 - Payroll
 - Payroll Report
 - Approve Leave Request
 - Apply Leave
 - Leave Type
 - Department

Select Criteria

Role:

Attendance Date:

Q Search

Staff List

☐ Mark As Holiday

#	Staff ID	Name	Role	Attendance	Note
1	566879	Srilega S	Teacher	<input checked="" type="radio"/> Present <input type="radio"/> Late <input type="radio"/> Absent <input type="radio"/> Half Day	<input type="text"/>
2	2423432	Iega satheesh	Teacher	<input checked="" type="radio"/> Present <input type="radio"/> Late <input type="radio"/> Absent <input type="radio"/> Half Day	<input type="text"/>

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Payroll

Current Session: 2019-20
Quick Links

- Front Office
- Student Information
- Fees Collection
- Income
- Expenses
- Attendance
- Examinations
- Academics
- Human Resource**
 - Staff Directory
 - Staff Attendance
 - Staff Attendance Report
 - Payroll**
 - Payroll Report
 - Approve Leave Request
 - Apply Leave
 - Leave Type
 - Department

Your College Name Search By Student Name

Human Resource

Select Criteria

Role: Teacher Month: February Year: 2019

Q Search

Staff List

Search...

Staff ID	Name	Role	Department	Designation	Phone	Status	Action
566879	Srilega S	Teacher			98234567	Not Generated	Generate Payroll
2423432	Iega satheesh	Teacher	Bsc mathematics	Assistant Professor		Not Generated	Generate Payroll

Records: 1 to 2 of 2

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Library

Current Session: 2019-20
Quick Links

- Front Office
- Student Information
- Fees Collection
- Income
- Expenses
- Attendance
- Examinations
- Academics
- Human Resource
- Communicate
- Download Center
- Homework
- Library**
 - Add Book
 - Book List
 - Issue Return

Your College Name Search By Student Name

Library

Add Book

Book Title: Book Number:

ISBN Number: Publisher:

Author: Subject:

Rack Number: Qty:

Book Price: Post Date:

Description:

Save

192.168.0.117/kulakkada/admin/book9

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