6.2.3 ERP (Enterprise Resource Planning) Document

Enterprise resource planning (ERP) is a business process management protocol that allows Govt. College Khertha to use a system of integrated applications to manage and automate all the activities concerning Academic, Administrative, and other tasks in the college.

It is done with support from different resources like our own website, university website, state govt. website and free software available on the internet.

Implementation of ERP in Academic Process

1. The following areas of the Teaching-Learning process were taken for partial automation. (Staff & Student)

• Pedagogical Syllabus, lesson plan, planning of teaching hours, teaching methods and aids, Student database and creation of learning resources)

• Student Attendance (Daily attendance, weekly attendance, and master attendance for monitoring the student performance)

• Student support activities (internal mark entry, compilation, and conversion of internal marks, log in Email creation, online fee payment, choice of open elective and feedback system, development of student Andriod App)

• Staff support activities (creation of database, staff personal/official portal, attendance, MIS - staff android app, MIS linked to salary and compensation, leave entry, payroll connectivity, and performance appraisal)

• Administrative Area (Admission, Enquiry, Selling/Processing of application, student database, Transfer certificate, Project Bonafide certificates etc.)

• Finance area - Accounting and report generation, payroll, online fee payment, mobilization of funds using ERP

2. Partial Automation of Library Services (https://gckhertha.librarika.com)

3. Partial Automation of Office and Administration (Generation of various reports, Payroll, Fee, Exam, Admission, etc.)

ERP Documents and screenshots are classified as follows:

• Academic

• Administration

• Faculty / Staff information

• Examination management

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- Finance / HR /

- Library Services

Academic

- Admission

- Student Information System

- Learning Management

- Examination Management

- Automated Online Examination – Online Test

- Admin Module – System Administration

- Staff Information

- Facility Management

- Notice Board – e-Notice / e-Communication / e-circular

- Student Feedback

- Human Resources

- Fee Management

Admission

- Temporary Logins for Student Details entry

- Institution Brochure and Application Form distribution details

- Automated application forms

Automated Reports on admission inquiries

- Course Wise Applied List • State Wise Report

- City and Course Choice

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- Applicant Status

- Daily Admission Report

- Admission Register Report

- Course Allotment Report -SMS & email alerts on specific events -Payment gateway integration -Pre Admission Enquiry -Verification of admission criteria

Student Application Information

Updation /Import of shortlisted Student Data into database along with

- Course applied

- Gender Data

- State

- Nationality

- Qualification

- Category (Gen/SC/ST etc.)

- Postal Address

Pedagogy (learning Management)

- Course, subjects, batches, etc. can be added, edited, removed, etc. as per institutional need –

- Approved Syllabi are uploaded by each faculty to view and verify online.

- Defining Learning pedagogy like CO & LO and mapping of PO with CO is done.

- Project and Assignments are assigned by faculty and the same can be intimated to the students.

- Date of submission of assignments is defined by the faculty

- Evaluation and marks submission is done using MIS

- Timetables is prepared & viewed for each elective subject and student group

- Event Creation &management.

- Lesson Plan is prepared for each subject

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- Remedial Classes & counseling with analysis and graphical tools.

- Study Materials are circulated for flipping classrooms, during study, poststudy.

- Advanced Archiving Options of and retrieval of uploaded subject materials.

Class Room Management

- Administrative user options

- By Google fundamental workspace for education

Examination Management User Login with specific rights:

- Generate Exam Application form for downloading

- Issuance of Hall ticket with downloading option

- Enter examination attendance

- Conduct of Examination

- Enter Grade

- Generate Results

- Promote and Demote Student

- Semester Wise Student Performance

- Exam fee applied Report

- Exam fee Paid and pending student details Report

- Session wise Exam Time Table

- Overall Exam time Table

- Exam Absentees Report Arrangement Board Copy

- Exam Room Allotment Details

- Exam hall Ticket

- Student Status Report

Exam attendance

- Exam attendance summary

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- Semester Exam absentees Report

- Consolidated Exam absentees Report

- Consolidated Practical Exam absentees report Internal marks

- Internal Mark Report •

Mark Sheets

- Semester Marksheet

- Duplicate Semester Mark Sheet

- Consolidated Mark Sheet

- Duplicate Consolidated Marksheet

- University Formats

- Tabulation of grade list

- Printing of mark sheet, MIS report - Publishing of result on the web

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College website displaying all information

STUDENT ADMISSION

Admission form

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Student Corner

College online marks entry dashboard

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LIBRARY

Library management system

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Catalog Items

Categories

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Learning management system

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