## ERP DOCUMENT

Enterprise Resource Planning (ERP) has to be utilized by the institution for a smooth and better functioning with a centralized and integrated automation system. The institution has to manage the data of the stakeholders and also the issue related to administration, admissions, accounts, library, examination and transport by utilizing the ERP software.

ERP unifies many functional areas of the institution that have many sub functions related to stakeholders. Based on the organization grading rights are assigned to exercise and execute day to day activities with the centralized automation database of the ERP system the data will be retrieved more easily and precisely and the data extracted can be utilized for preparing and analyzing the reports.as long as the vendor provides assistance to the software utilization and maintenance, the ERP will be an excellent tool to manage the activities of the institution.

The institution purchased automation package from **Hirotolnd: College management software** in the year 2023. This software fulfills all the requirements needed for our institution which includes, administration, admission, and student details, library, finance and examination activities of undergraduate and postgraduate programs.

The features of software are:

1. Front office

2. Student Information

3. Fee Collection

4. Income and Expenditure

5. Staff details

6. Attendance

7. Academics

8. Examinations

9. Library
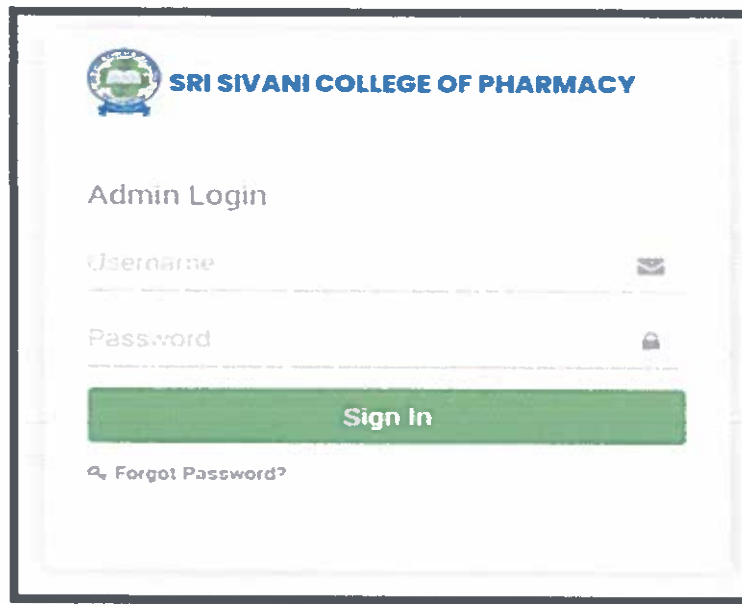
Screenshot of college login screen
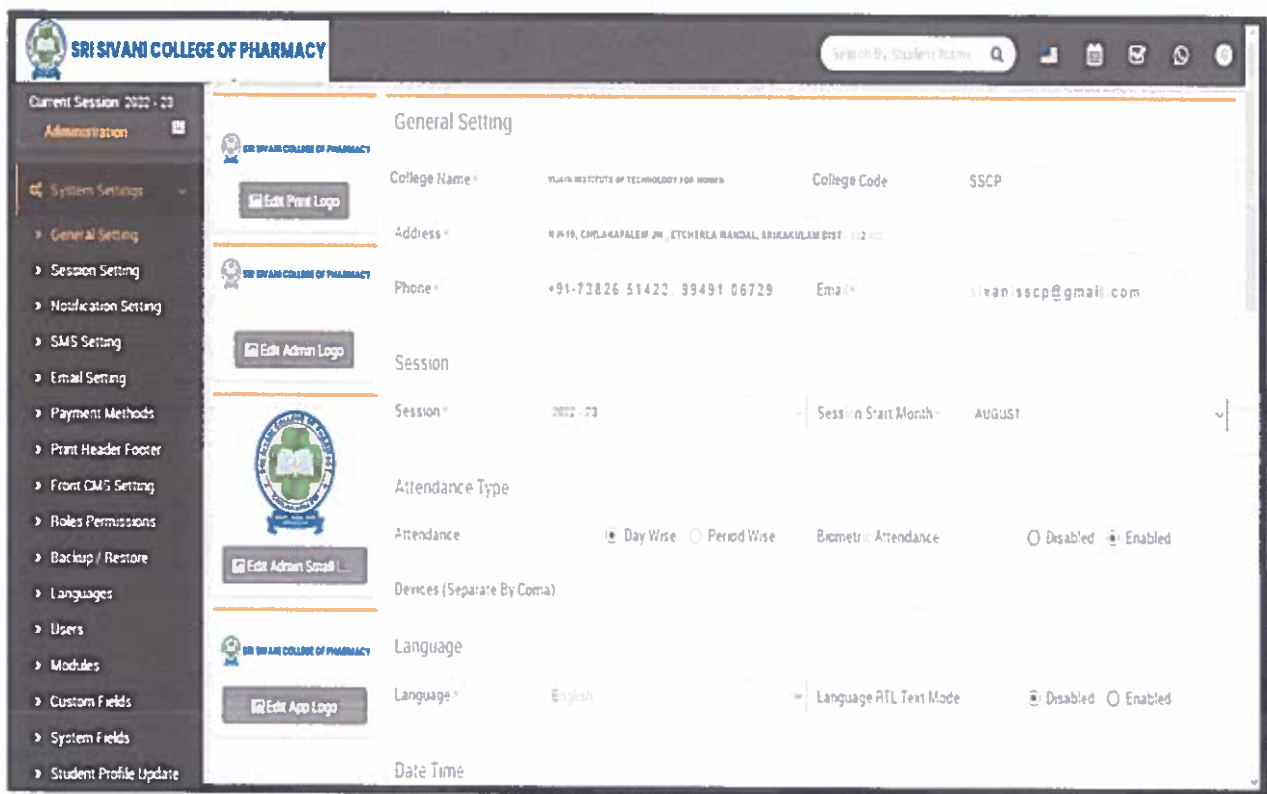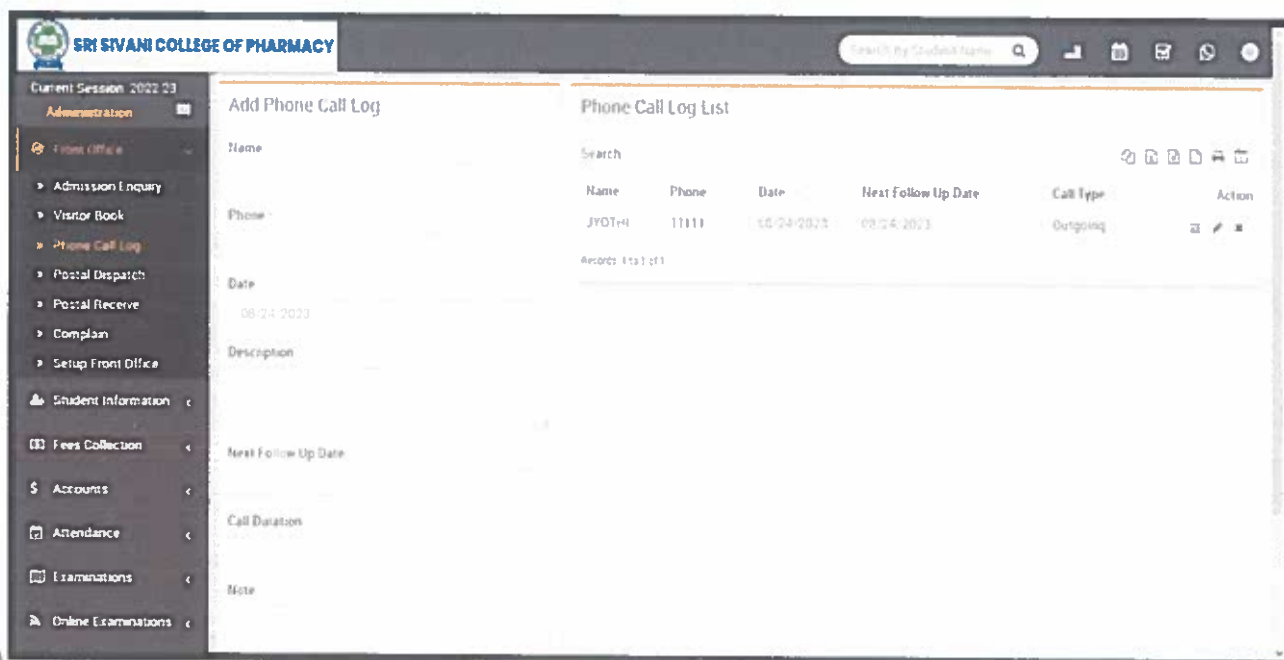

Screen shot of general settings of the college

1. Front office:

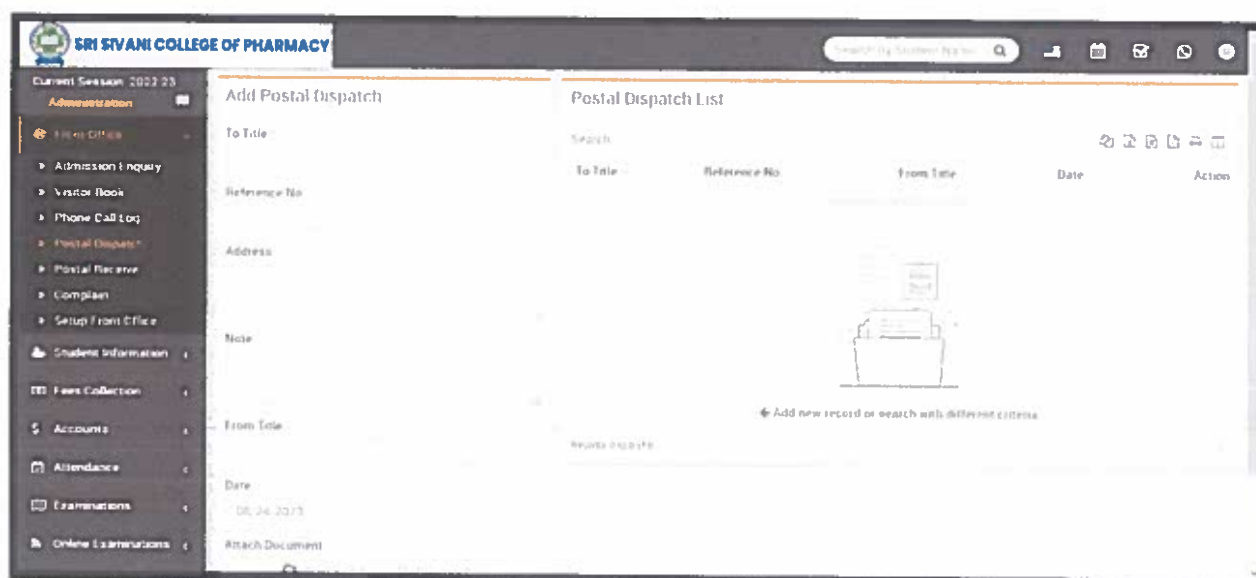| S.NO	Function	Description
01.	Admission Enquiry	For managing all student admission related Leads and enquiries.
02.	Visitor's book	Will keep records of all persons coming in School reception for any purpose
03.	Phone call log	Will keep all records for incoming/outgoing Phone calls from reception
04.	Postal dispatch and Receive	Will keep all records for all postal items dispatched to outside and received from Outside.

Screenshot of Visitors details

Screenshot of phone call log

Screenshot of postal dispatch

2. Student Information

S.No	Function	Description
01.	Student Details	To view the complete profile of the student.
02.	Student Admission	To fill the entire admission details of the admitted student
03.	Online Admission	To get into the institution by filling the online admission
04.	Student Categories	To view the student details according to the category wise
05.	Student House	Also, another type of grouping of students
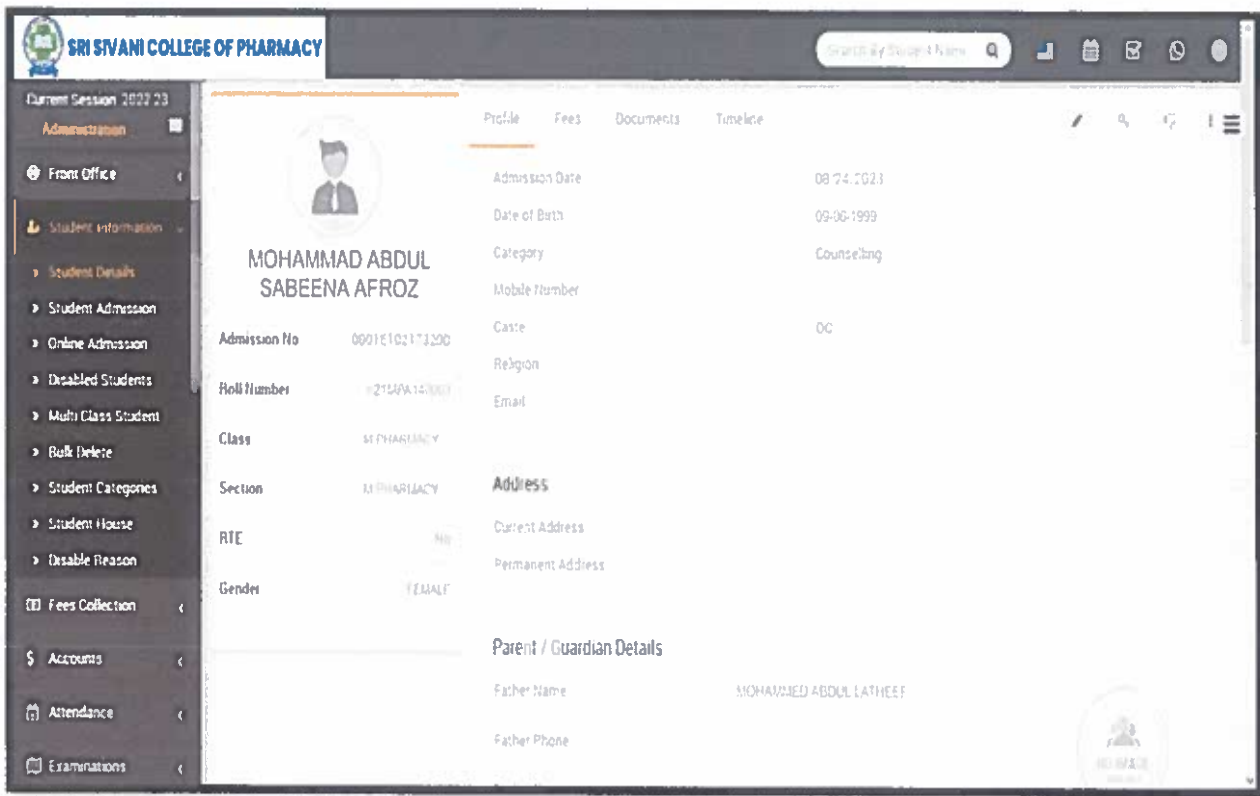
Screenshot of showing the student details
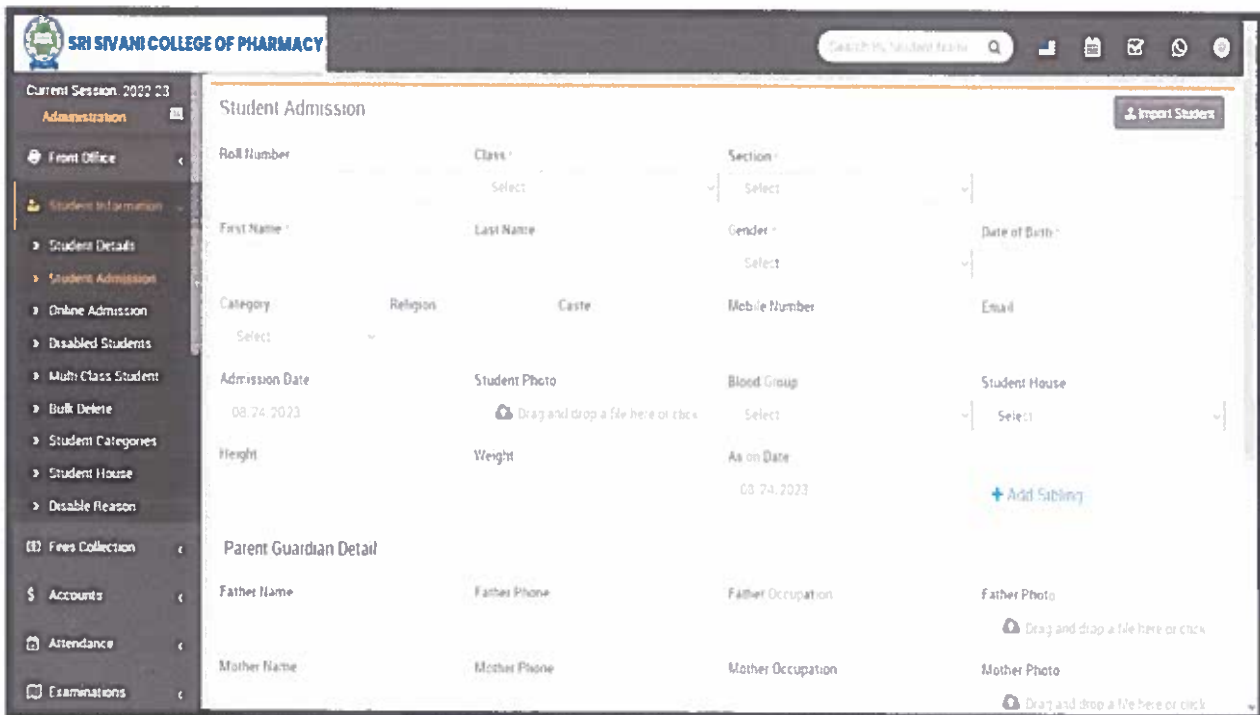
Screenshot showing the student admissions
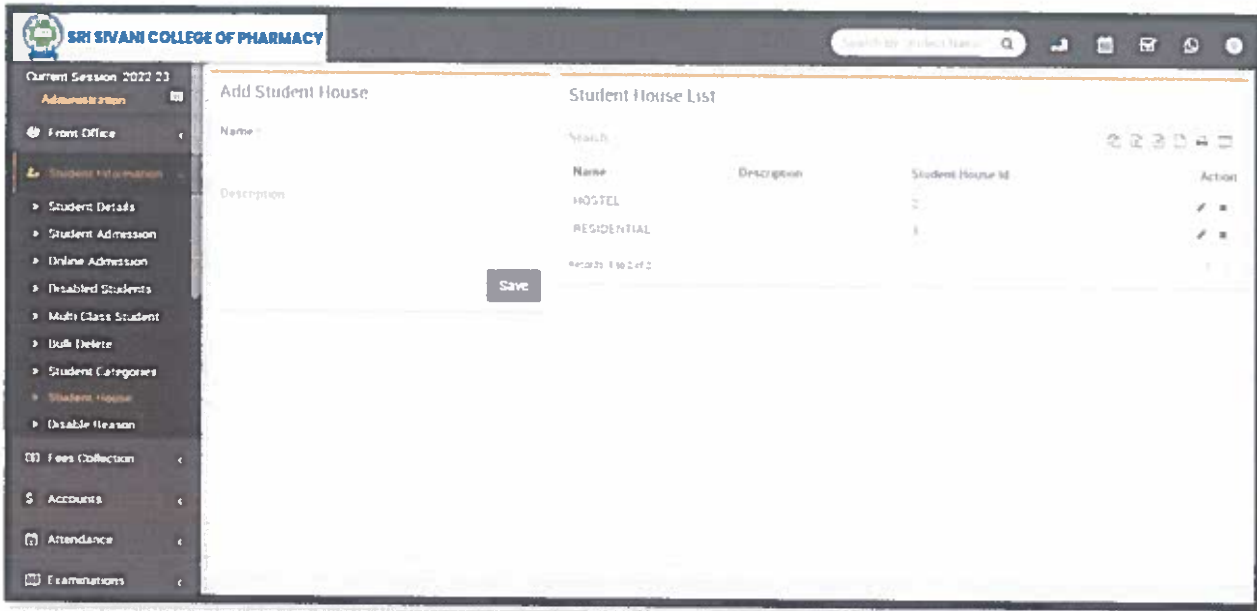
Screenshot showing the student house

3. Fee collection

S.No	Functions	Description
1	Collect fee	Will understand and review various fees reports
2	Fees master	Will help to assign the fees to the students.
3	Fees carry forward	If any student has balance fees in previous session, then it can forward balance fees to current session
4	Fees remainder	For sending fees reminder notifications to guardians

Screenshot represents the fee collection

Current Session 2022-23
Administration

- Front Office
- Student Information
- Fees Collection
  - Collect Fees
  - Search Fees Payment
  - Search Due Fees
  - Fees Master
  - Fees Group
  - Fees Type
  - Fees Discount
  - Fees Carry Forward
  - Fees Reminder
- Accounts
- Attendance
- Examinations

Class	Section	Category	Gender	RTE
CIVIL	BE	Select	Select	Select

Q Search

Assign Fees Group

Mgt		All	Roll Number	Student Name	Class	Father Name	Category	Gender
1	R73000.00		Y21BPH14001	BATTULA SAMANVITHA	CIVIL	B SRINIVASA REDDY	Counseling	FEMALE
			Y21BPH140002	DEVANABOYINA DEEPIKA	CIVIL	D POTHU RAJU	Spot	FEMALE
			Y21BPH140003	GADDIPATI INDRA VARMA	CIVIL	G RAMA KRISHNA	Mgt	FEMALE
			Y21BPH140004	KANKI VAMSI	CIVIL	KANKI YESURATNAM	Counseling	MALE
			Y21BPH140005	KORADA AKHILA	CIVIL	KORADA GOVINDA RAO	Mgt	MALE
			Y21BPH140006	LODAGALA DEEPAK SAI	CIVIL	L MURALI KRISHNA	Mgt	MALE
			Y21BPH140007	MANDA SASI	CSE	M RAM REDDY	Counseling	FEMALE
			Y21BPH140008	MOHAMMAD IMRAN	CIVIL	MOHAMMAD USMAN	Mgt	MALE
			Y21BPH140009	PALLE MARY SARALA	CIVIL	PALLE RAMU	Mgt	FEMALE

Screenshot represents the fee master

Current Session 2022-23
Administration

- Front Office
- Student Information
- Fees Collection
  - Collect Fees
  - Search Fees Payment
  - Search Due Fees
  - Fees Master
  - Fees Group
  - Fees Type
  - Fees Discount
  - Fees Carry Forward
  - Fees Reminder
- Accounts
- Attendance
- Examinations

Select Criteria

Class	Section	Category	Gender	RTE
Select	Select	Select	Select	Select

Q Search

Screenshot represents the fee carry forward section
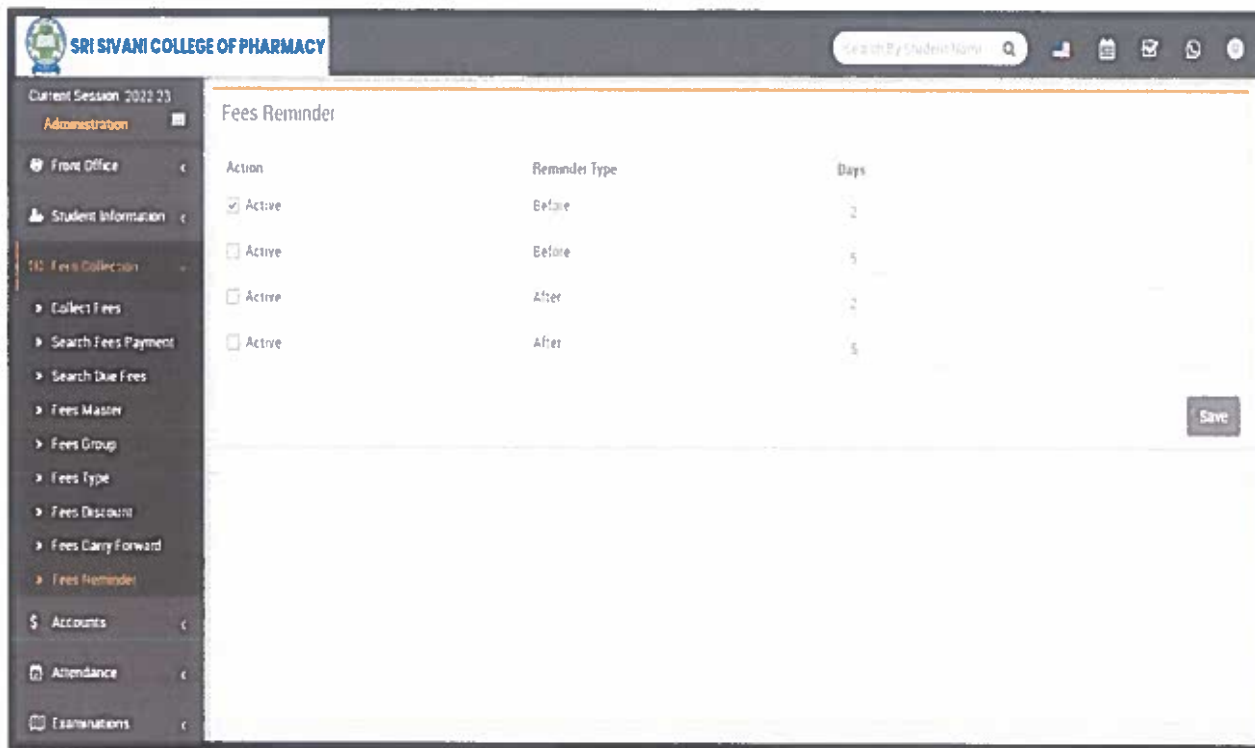
Screenshot represents the fee reminder section

4. Income and Expenditure

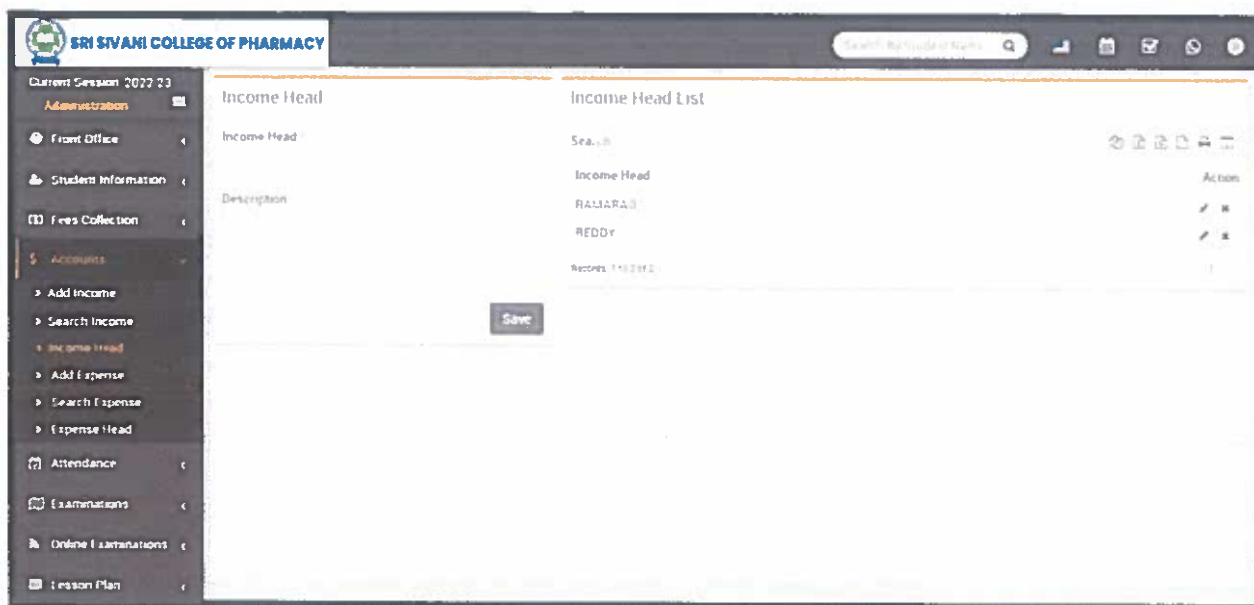| S.No	Function	Description
1	Add income	We can add the income details to the institute
2	Search income	Will get the list of all incomes related your search criteria
3	Income head	We will add our daily/monthly incomes then we will search our income.
4	Add expense	We can add the expense details to the institute
5	Search income	We get the list of all expenses related to your search criteria
6	Income head	We will add our daily/monthly expenses then we will search our expenses

Screenshot represents the income head
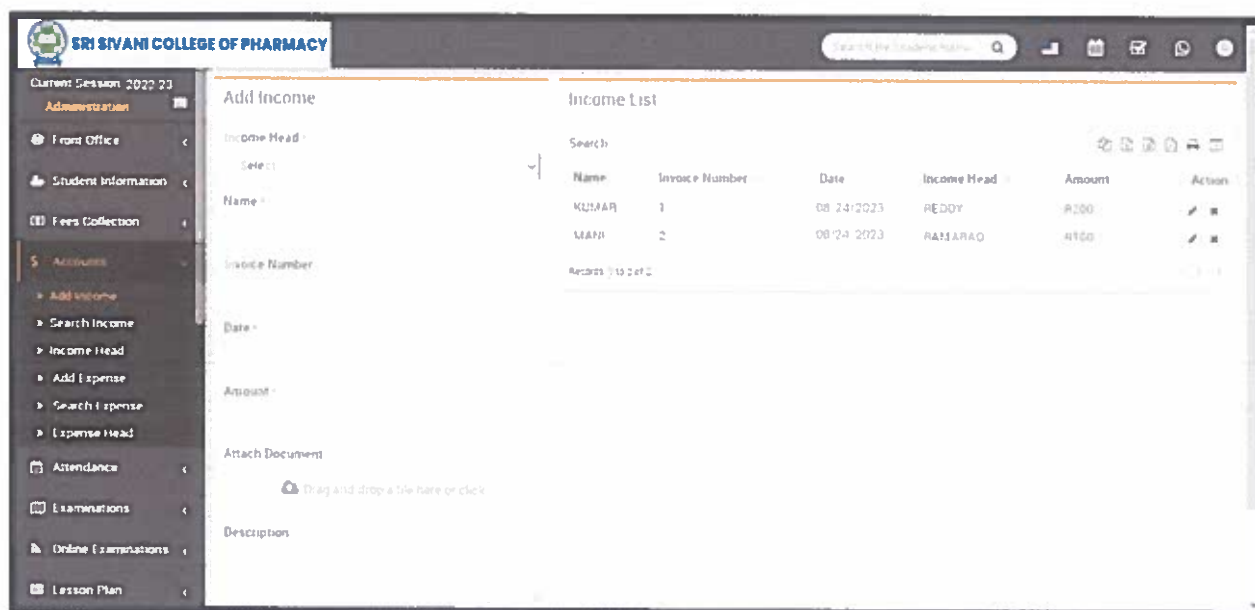
Screenshot represents the add income

5. Attendance:

S. No	Function	Description
1	Students attendance	To enter the attendance and to calculate the day and monthly reports of the attendance.
2	Approve leave	You can see leave request submitted by student to approve or add leaves for students.
3	Attendance by date	To check attendance for a particular date selected.
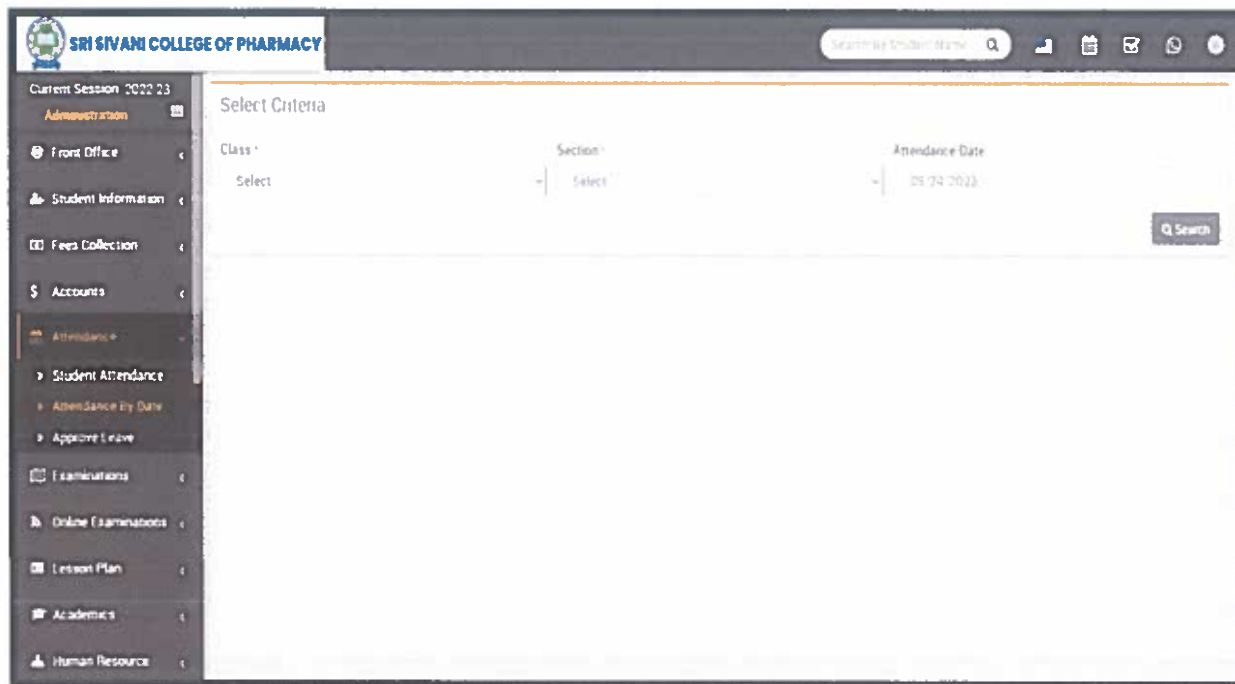
Screenshot represents the student attendance

6. Examinations:

S. No	Function	Description
1	Exam group	To check the examination list
2	Exam results	To check the results of the examinations
3	Design admit card	To generate the admit card
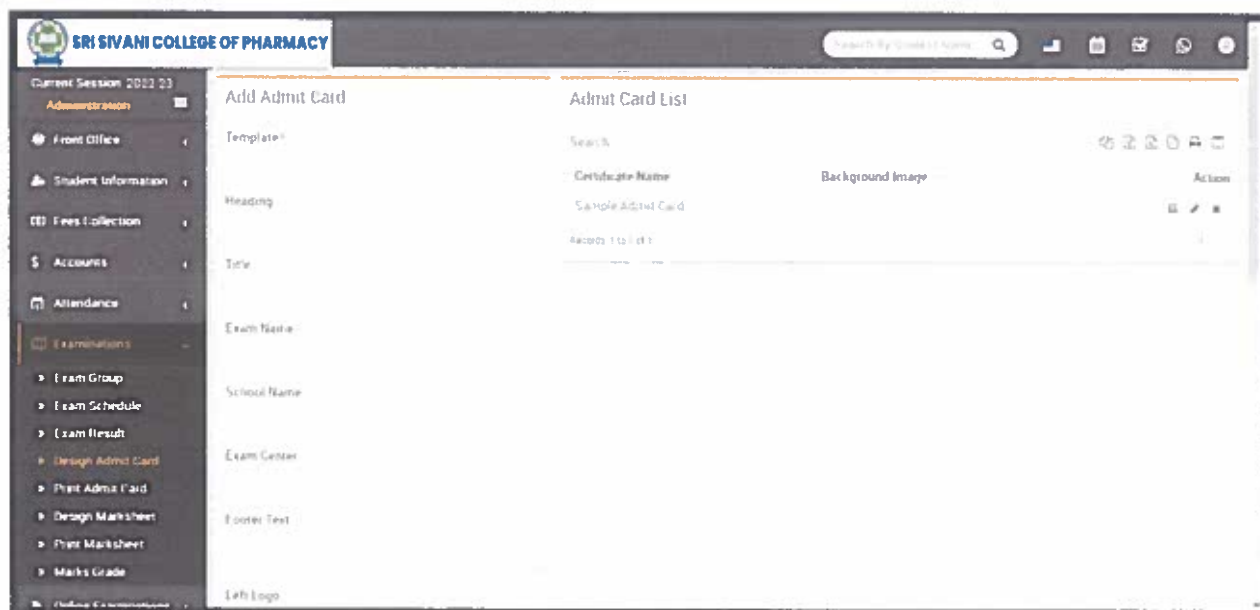
Screenshot showing the generation of admit card

7. Academic Modules:

S. No	Functions	Description
1	Class time table	To generate the class time table
2	Promote students	To check the credits and to promote the students
3	Subject group	To allot the subject for teacher.
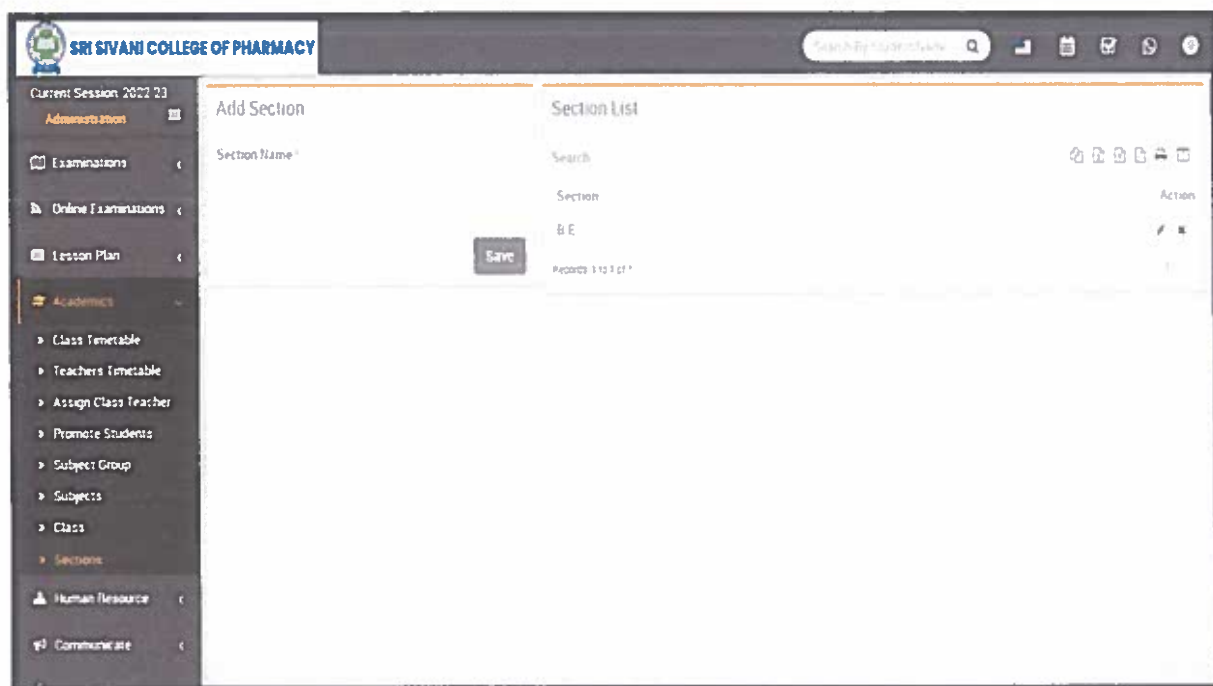
Screenshot represents the academic module

8. Library:

S. No	Functions	Description
01	Book list	To add the book and to check the booklist
02	Issue and return	To enter the details of book issue and returns
03	Add student and staff	To the students and staff.

SRI SIVANI COLLEGE OF PHARMACY

Current Session 2022-23
Administration

- Library
  - Book List
  - Issue Return
  - Add Student
  - Add Staff Member
- Inventory
- Transport
- Hostel
- Certificate
- Front CMS
- Alumni
- Reports
- System Settings

Book List

Search

Book Title	Book Number	ISBN Number	Publisher	Author	Subject	Rack Number	Qty	Available	Book Price	Post Date	Action
A textbook of biotechnology 5ed	17656	978-81-219-2608-9	S CHAND	Dubey	A textbook of biotechnology 5ed	ECE-11	1	1	R599.00	08-24-2023	
Elements of discrete mathematics	17657	978-1-25-900639-5	MC GRAW HILL	D P MAHAPATRA	Elements of discrete mathematics	B2T-A1	1	1	R680.00	08-24-2023	
Waste water treatment	17658	978-81-204-1712-0	OXFORD & IBH PUB	M N RAO	Waste water treatment	CE-5A	10	10	R495.00	08-24-2023	
Database system concepts	17668	007-124476-X	MC GRAW HILL	Silberschatz	Database system concepts	CS-6A	7	7	R1025.00	08-24-2023	
Industrial engineering & management including production management	17675	978-81-933284-6-0	KHANNA PUB	Banga	Industrial engineering & management including production management	ME-13B	5	5	R499.00	08-24-2023	
Fundamentals of data structures in c++	17680	978-81-7371-6058	UNIVERSITIES PRESS	Horowitz	Fundamentals of data structures in c++	CS-9A	10	10	R625.00	08-24-2023	

Screenshot represents the library details

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Sri Sivani College of Pharmacy
Chilakapalem-532 402, Srikakulam Dt.
Affiliated to JNTUG-Vizianagaram Code: DA