

ERP DOCUMENT

In order to promote e-governance for the smooth functioning of all the academic and administrative activities in all SDM Educational Institutions, SDM Educational Society(R), Ujire, has developed an indigenous ILMS software 'Educational Enterprise Resource Planning and Management System' (EERPMS) with cloud 180 HB in 2004 which is extended to SDM College also. A team of software developers, Engineers and other clerical staff are appointed by the society exclusively for the operation and maintenance of the software in the Software Cell. EERPMS is also available as a mobile application.

E-governance services are made available to all the stakeholders-Management, Staff members, Students and parents, providing electronic information dissemination in a convenient, efficient and transparent manner by various means, such as web-based service delivery, Digital democracy and Establishment of a secure and cooperative interaction.

The college has taken Green Initiative by practicing Paperless Office through EERPMS. All meeting minutes of institutional bodies including Statutory Bodies (except Governing Body and Academic Council) are maintained electronically so that they can be accessed and downloaded anytime.

There are seven different modules in EERPMS as given below:

Administration Module of the EERPMS provides online user management that provides access to the information of the portal by various members of the administration through specific user IDs and passwords. The Admin has all the rights to set, add, edit, update and delete the information of the Portal. The EERPMS facilitates generation of customized reports in various fields.

All sections of the college office such as College Website, Student Applications and Admission, Hostel Admission, Fee payment and Attendance Monitoring, Absentee information to parents through SMS, Schedule meeting and Recording Meeting Minutes, Survey on various aspects, Students' Feedback on Teachers' Performance, Self Appraisal by Staff, Digi locker are managed effectively through EERPMS. There is provision for Alumnae Registration. All stakeholders can register their Grievance and see the development or the process of redressing.



Academic Module provides access to Students Profile, Students' Course Details, Class wise, Combination wise, Subject wise Attendance, Fees Collection and details. There is an option for marking attendance for Multiple Students (Same Course term) who are Present/Absent for all classes between two given dates. This is useful when students go out for sports meets, absent for many days due to some reasons. There is provision to generate reports on hourly, monthly attendance which helps in monitoring shortage of attendance and follow up action.

Question banks (MCQ) prepared by the faculty uploaded to EERPMS facilitate the Exam Office to conduct Online Tests with an option to shuffle questions through EERPMS. Descriptive type question Pares set by the faculty uploaded to EERPMS enables the exam section to generate internal question papers for off line semester end exam written exam also.

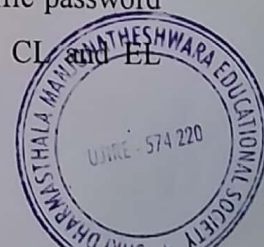
Registrar of Evaluation and limited staff in the Exam Office are authorized to access exam section in the EERPMS to generate question papers, hall tickets, entry marks and generate / delete marks cards, Students' Documents (Degree Certificates, Achievement Certificates, Other documents) are uploaded to Digi locker by the Exam office so that students can download it anytime, anywhere.

The faculty can post their e-contents, lecture notes and e-learning materials which are accessible to students on students' portal. The faculty can also conduct online quizzes and give assignments. The staff and students' activity in terms of Participation in various academic events, Research work, Publications, Research Projects, Awards and Achievements can be entered and customised reports can be generated as and when required.

A Record of Scholarships given to students by different committees or organisations is available. Mapping of students to mentors is also done here.

Students have the access to EERPMS through Student Portal on College Website using specific user ID and Password provided by the college. They can access all study materials uploaded by the faculty, attendance details including library hours, activity details in terms of participation in various competitions, awards won and other achievement details through student portal.

Human Resource Module has Employee Registration and Staff Profile. Basic Informations such as Qualifications, Previous Experience, Languages Known, Achievements, IDs, Status, Job Description are available here. The staff can access this externally by specific password and user id. This enables them to apply for leave on line, access details on CL and EL



availed, Number of library hours attended, Books borrowed from the library, Salary and Increment details, Loans availed and advances details. Payroll generation and management, Service details like superannuation, promotions and increment dates are registered here.

Library Module Library management is effectively done using EERPMS. By OPAC one can search books by their title, accession no. author/publisher, subject etc., and reserve books online. Book issue details, Periodicals and Journal subscription order and purchase details, Department wise budgeting options and remaining fund details, Library user's Attendance Monitoring, Calculation of the average and Selection of the Best Library user can be done. Library Stock verification process is made easy.

Hostel Module enables managing Student registration to hostel, Room and Bed allotment, Mess bill generation, Fees collection, Changing Room or bed.

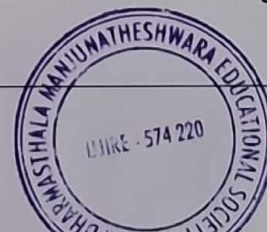
Accounts Module enables Receipts and Payments, Cash Sale and Cash Purchase, Credit Sale and Credit Purchase, Tax etc. There is also provision for Audit comment.

Inventory Module helps in Storage location, Asset Management, Billing and Transfers and stock entry. Updating Opening stock and Material consumption can be done in this module. Stock Register is managed through a model which helps in stock verification also.

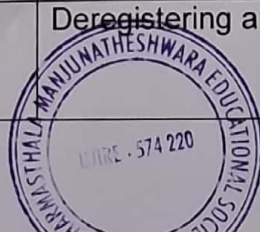


STUDENT ADMISSION AND SUPPORT

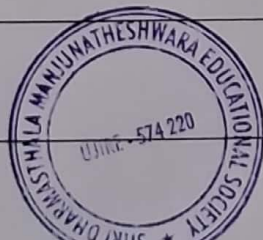
Data Structure	2007	User defined structure for collecting students personal/academic data
Course Chart	2007	Define Course structure
Course Chart - Define/Close Course syllabus	2018	Define Syllabus for a given term
Course Batch & Unit	2007	Define Course Batch (Academic year) and terms (Unit) under it
Course Batch Category	2007	Define Student's Categories which will be admitted for that batch
Course Batch Unit details	2007	Mapping Syllabus that was defined in Course Chart
Course Batch Subdivision	2007	Creating Subdivisions
Subject Definition	2007	Defining Subjects and mapping them to Course terms
Applicant Registration, Provisional Admission, Student Registration	2007	Inputting Applicant details making provisional admission for shortlisted students and finally registering confirmed students
Single Step Student Registration	2020	One interface for inputting all the above-mentioned steps
Upload Student Photo	2017	Attaching students Photo to their profile
Allot Division, allot subject, Allot Roll No. Allot sub division	2007	Allotment of Division, Sub Div Roll numbers and Optional Subjects to Students
Fee Billing & Collection	2009	Fee Billing & Collection
Mass Demand	2009	Raising Fee Demand
Fee Collection - Other charges(payment/ collection)	2018	Collection and payment of other charges



Multi Students Receipt	2018	Interface to enter receipts received from Banks (Payment made at Banks/Online payment)
Multi Students Receipt Uploading MIS (Bank Statement)	2019	Additional feature for uploading MIS received from Banks
Multi Students JV	2018	Option to make JVs against a Students
Timetable, Class wise attendance	2008	Defining Timetable based on the themes. Marking Students attendance where SMS will be sent to parents whose ward was absent for the class.
Mass Attendance	2011	Option for marking attendance for Multiple Students (Same Course term) who are Present/Absent for all classes between two given dates. Useful when students go out for sports meet, absent for many days due to some reasons etc
Teacher Lesson Plan	2020	Creating Lesson Plan for the Academic year by the Faculty
Send Absenteeism SMS	2018	Sending message to student's parents who were absent for the given day
Student Promotion, Promotional Transfer, Course Batch & course Transfer	2009	Promote/Transfer students to next term or different Course
Student Category Change	2009	Change student's category
Awards / Recognitions and Grants	2020	Defining Awards, Recognitions and Grants that were received by the Institution or Faculties
Students Scholarships	2020	Record Scholarships given to students by different committees or organizations
Learning Notes	2018	Feature to upload text/AV for the syllabus which is available for the students to refer in Students Space
Map Template & Course Batch	2009	Mapping of Fee structure to Course batch Category (Category wise fee structure)
CB Unit completion / activation (Multi Unit active options)	2016	Introduced option to have multiple units of different batches to be active simultaneously (Terms belonging to different Batches can conduct classes at the same time)
Student Deregistration & re Registration	2008	Deregistering a student if course is discontinued.



Students Documents (Degree Certificates, Achievement Certificates, Other documents)	2020	Uploading Documents to Students Profile which will be available to students in Digi Lock
Students Attendance Credits	2014	Allotting credits to students who were absent as they were attending/participating in some event
Student Event Cancellation	2014	Students each activity (Academic activity like admission, promotion, allotment of division etc) is recorded and incase it must be reversed it can be done by cancelling the event
Faculty Attendance Credit	2020	Credits given to faculties who were not able to take classes as they were out on duty
Alumni Registration	2017	Registering Alumni
Alumni Registration: Confirm Online Registration & Alumni registration for old students up to 2009	2018	Confirming Alumni who registered online
SDM DG Lock	2020	A feature where all documents and Marks card are uploaded into students' profile and can be viewed in Students Space. It can be shared to other for viewing purpose
E- Magazine	2020	College Magazine is made available to students in Students Space.
Student Details Search	2018	Options to search student details by roll no, name, parent mobile no, student mobile no, course batch
Student Profile	2010	Students can get following details: Bio Data, Class/Session Attendance, Examination, Library Book Lending, Library Attendance, Financial Ledger, Activity, System Events using the external login facility provided in the college website
Student Chart	2018	Has two panels. Left panel contains course chart, right panel displays student list against the course chart division selected in left panel
Timetable Schedule (Full)	2010	Grid having time and room will be displayed for a given timetable theme and CB division
Timetable list	2010	List of classes with time, room, subject and teacher for a given date range
Student Fee Bill	2010	Category, Fee Rate, Billable, Billed, Balance columns in the report for a given accounting unit, course, course batch unit
Calendar	2010	Full month expansion of a given month having date, day, day type and description



Class Wise Attendance Details	2009	Full details of each class conducted for a given theme, date, schedule type, course, batch, unit, faculty and subject
Class list report	2018	List of students with their Roll No, Name, Course Term, Division will be displayed with corresponding attended class details for a given theme, date, schedule type, course, batch, unit, faculty and subject
Teacher Scheduled Vs Actuals	2015	Name, Scheduled, Conducted Not Conducted, Not Marked, Extra Classes of a given date range n given faculty will be displayed
Student vs Subjects	2015	Grid report (subjects' columns with students as the first columns. Subjects opted by students are tick marked)
Transfer Certificate	2019	Facility to generate TC instantly with proper backup and option to issue duplicate copy if needed
Bonafide certificate	2019	Facility to generate the certificate for currently studying students instantly with proper backup and option to issue duplicate copy if needed
Student applicants list	2010	List of applicants applied for a given course
Students registered list	2010	List of students registered for a given course
Students course batch category wise list	2010	List of students having relevant details for a given course batch category such as 2A,2B etc.
Mentor wise student list	2018	List of students for a given mentor
Student class absentee list	2010	List of absentee details for a given course batch unit
Student account financial info	2008	Financial transaction related details of all students in each unit
Student attendance list (subject wise)	2007	Present, Absent, Credit, Percentage details of a given set of subjects. Date filter, class filter and other display related filters also provided
Student attendance list (session wise)	2010	Present, Absent, Credit, Percentage details. Date filter, class filter and other display related filters also provided
Students Address List	2008	List of addresses for a given course, course batch and course batch category



Student Event Details	2008	System logs of a student's events from admission to completion of a course
Hostel Student Attendance	2018	List of students absent in a hostel for a given date
Daily Fee Collection	2009	Displays list of students having fees paid for the given date
Student admission form	2024	
Student scholarship	2021	
Awards/recognition & Grants	2021	
Memorandum of understanding	2021	

EXAMINATION

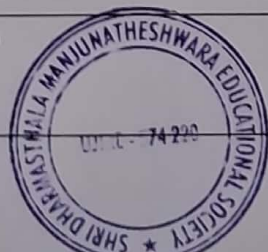
Exam Definition, Exam Subject Definition and Evaluation	2009	Defining Exam, Mapping Courses and Subjects For that exam. Entering of marks scored for each subject.
Some changes (Subject wise question bank, Result published/unpublished, Grace marks)	2015	Creating Question bank for Online Exams. Publishing the results in Students Space. Option to enter Grace marks
Question Paper Creation	2010	Include options like, Shuffling of Questions & Answers, Obtained Marks will be displayed Immediately, Display of All Questions / Single Question at a time, Random/Same Set of Questions.
Question Bank - question types (Category), Map Question Bank, Change Option	2017	Question Bank for Online Exams
Online Exam	2010, 2018(Objective)	Will be taken on Exam Code. For Objective Type, Answers will be Selection (Anyone) and for Subjective Type, Full Answer must be typed and it will be verified by Lecturer later. In both cases, Marks will be updated directly in the database.



Question Paper Creation (Offline)	2018	This is for Offline Exam purpose. (any no. of sets can be created, and one will be selected and copies of that will be given to the students)
Exam Section (registered Users, Multiple Students upload marks card, Reupload marks card, delete marks card)	2020	Register users to upload Question paper, and Marks Card
Statement of marks	2010	Marks list slip intended to give students and parents for a given exam
Hall Ticket	2018	Hall ticket for a given examination
Exam results list	2017	Full list of marks of all students of all subjects for a given exam
Exam absentee list	2010	List of students who have not attended a given exam
Evaluation schedule	2023	Scheduling of Examination
Print exam registration form	2023	Form for exam registration
Exam schedule, room allotment, invigilator allotment & hall ticket generation	2023	

FINANCE AND ACCOUNTS

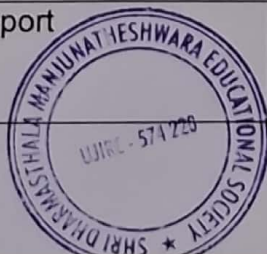
Address	2006	
Masters	2006	
Unit Account Chart (Fin)	2006	
Unit Account Chart (Tax)	2007	
Primary books	2006	



Primary books New version added (extra primary book type added) after GST	2018	
Tax charge profile	2007	
Discount Profile	2016	
External Documents	2006	
External Documents (terms & conditions, Column to print options given)	2015	
Retail Registers	2018	
Cash & Bank, Journal	2007	
Purchase & Sale Order	2010	
Cash Purchase (retail / nonretail)	2017	
Credit Purchase CUM GRN	2017	
Purchase Bill	2010	
Cash Sales (retail / non retail)	2017	
Credit Sales Cun DN	2017	
Credit Sales	2010	
Academic Fee Template	2017	
Audit Comment	2020	



GRN	2010	
Delivery Note (DN)	2011	
Material Consumptions	2011	
Material Transfer	2012	
Material Adjustment	2015	
Material JV	2015	
Stock Entry	2010	
Update opening stock	2012	
Adjust Inventory	2018	
Trial balance	2010	Trial balance of a given accounting unit for a given transaction date range
Balance sheet	2010	Balance sheet of a given accounting unit for a given transaction date range
Profit and loss	2010	Profit and loss of a given accounting unit for a given transaction date range
Financial ledger	2010	Ledger details of a given accounting unit for a given transaction date range and account name
Budget vs actual report	2013	It has proposed, approved and actual amount columns for a given financial year
Comments List	2015	It has various comments such as auditor's remarks, comments targeting certain users etc. Comments type: General, Inspection, Audit, System Generated
Stock Balance Report	2010	Stock balance of a given accounting unit for a given transaction date range



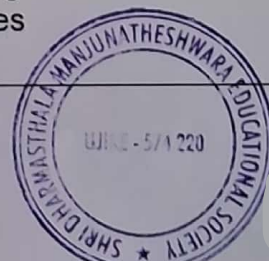
Stock ledger	2010	Ledger details of a given accounting unit for a given transaction date range and Product name wise
--------------	------	--

ADMINISTRATION

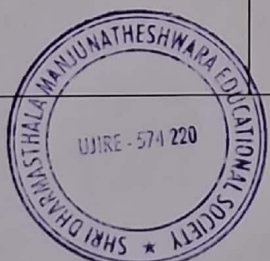
Employee Registration	2012	Registration of Employee with some basic data
Payroll Register	2012	Includes Defining Components with their properties like (link A/c ID, Dependency Type, Percentage/flat for the range of values and formula etc.), each for Plus Side & Minus Side.
Payroll Profile	2012	Mapping Each employee to the Payroll Register and define the salary structure
Calendar	2012	Define calendar
Attendance	2012	Mark Attendance for each day (for single session / more)
Payroll Generation	2012	Generating Salary
Payment	2012	Payment is done for Payroll Generation, Arrears Generation & Leave Encashment
Bank Payment Report	2013	Bank statement which can be sent to Bank
Leave Credits/Debits	2013	Define Credits/Debits to the employee for each Leave Types
Close Profile & Deregister	2013	Close the profile. And De-register the Employee.
Leave	2014	Leave Application, Recommendation & Sanction
Loans/Advances	2015	Make entry of Loans/Advances taken and payment can be made here or deducted through Salary
Arrears Generation	2015	Generating Arrears



Leave Encashment	2015	Same as Payroll Generation. Employees are selected based on the EL encashment rules.
Block / Release Payment	2015	Salary can be generated but here employee(s) can be blocked for payment
Employee Panel	2015	Employee will be selected & different types of Information will be displayed in tabs. (Basic Info, Qualifications, Previous Experience, Languages Known, Achievements, IDs, Status, Job Description, Alerts, Comments, Misc. Info & Employee Profile Report)
Confirmation & Retirement Dates	2017	Define the dates. Based on this report can be generated of different types
Gratuity	2021	Provision is given to make Gratuity Payment.
Employee Confirmation	2021	Employee Confirmation is given. If Not Confirmed, Employee Name will not appear for Salary Generation. For Confirmation, Employee should be registered, Payroll Profile must be created, Job Description should be created & has to upload the joining letter. Then it must be confirmed by the HR Department from Head Office (SDMES), Ujire
Employee Profile	2010	Full details of employees (Personal Info, Qualifications, Prev. Experience, Languages Known, Achievements, IDs, Status, Job Description, Alerts, Comments, Misc. Info, Payroll Profile, Leave Ledger, Loans & Advances, Financial Ledger, Library Attendance, Library Book Lending, Library Book Outstanding, Events, Activities)
Employee Monthly Attendance	2008	Attendance details for a given month
Employee Movement List	2011	Employee position change log report
Employee Chart	2018	Employee details will be displayed for a given employee
Employee Leave Ledger	2010	Leave details of a given employee for a given leave type
Employee outstanding balance	2008	Details of outstanding amount receivable or payable to employees



Activity Register	2011	Create a set of fields for the Register.
Activity	2011	Collecting Information about the Activity
Participant / Group Attach	2011	Attaching Participants (Employee/Student/Other) with the role to the Activity or add as Group with Participants
Award Attachment	2012	Attaching Awards to the Participants
Photo/File Attachment	2011	Attach Photo/Files to the Activity
Activity details report	2017	Activity details containing all fields (Facility provided to create set of templates containing only selected set of fields and display activity details for a given activity template)
Participant wise activity summary	2017	Full details of activity for the given participant
Assessment Question Bank	2010	Create questions
Assessment Definition	2010	Creating a Question Paper
Assessment Question Paper for Faculties / Others	2010	Defining Question Paper (selecting Faculties / others), (On whom the Assessment will be taken)
Assessment Report	2010	Report based on the Assessment with question wise graph and grouped with Departments
Assessment Department wise	2010	Report based on the Assessment for the selected Department
Assessment Summary	2010	Assessment Report for the set of Question papers
Assessment Group Average	2010	Displays the Average of selected Question Papers
Communication Management	2018	Recording Inward/Outward of Letters/Emails. Then work can be assigned to the other members and track is maintained. Filter options are given (status, Date, Party, Subject) for Searching. SMS option is there



Committee	2020	Created Committee & Members attached to it.
Schedule of Meeting	2016	Created before the Meeting. SMS & Email option is there.
Minutes of Meeting	2016	Created after the Meeting. Email option is there and print. (Each Minute point can be link to the Task Module and track the status)
Student Placement	2021	Record details of all placement events that took place in the college campus along with details of the participants.


Secretary
 Shri Dharmasthala Manjunatheshwara
 Educational Society (Regd.)
 UJIRE - 574 240 (D.K.)