

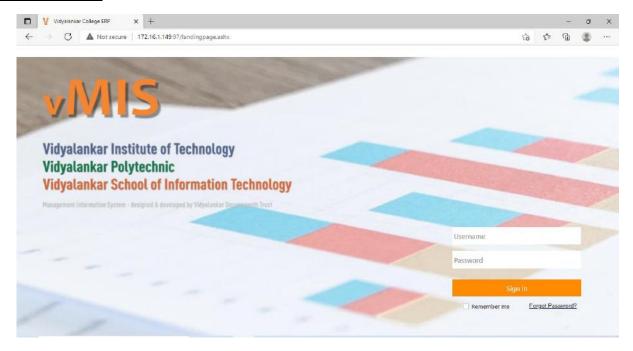
### Implementation of e-governance in areas of operation

- 1. Administration
- 2. Finance and Accounts
- 3. Student Admission and Support
- 4. Examination

#### **Planning and Development**

Today educational institution is not limited to imparting education alone, but it is adapting latest trends in IT for improving the quality of education and handling various activities of the Institute including planning. — ERP displays Activity Calendar for entire Academic Year on dashboard itself which also highlights the activity along with the activity in charge's name - ERP allows to feed information of any guest visiting the campus for any event in advance thus notification also goes to security admin - It can also be used to report systems admin for any technical queries related to ERP. Institute maintains its website https://vsit.edu.in in to communicate its philosophy and updates to external stakeholders.

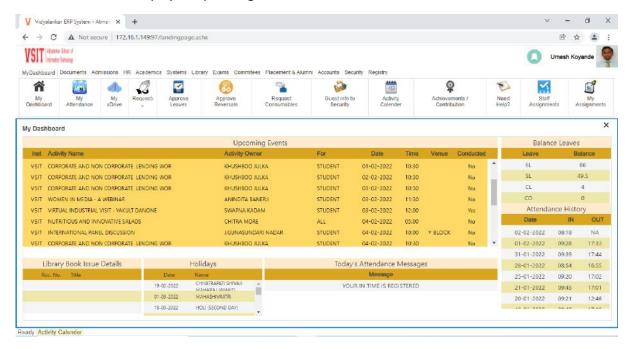
#### **vMIS Landing Page**





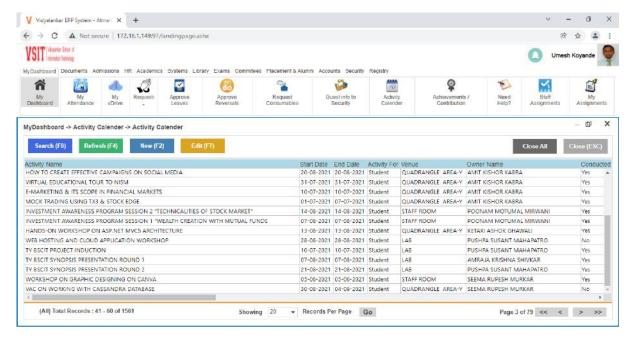
#### **Activity Dashboard**

This tab display all upcoming activities



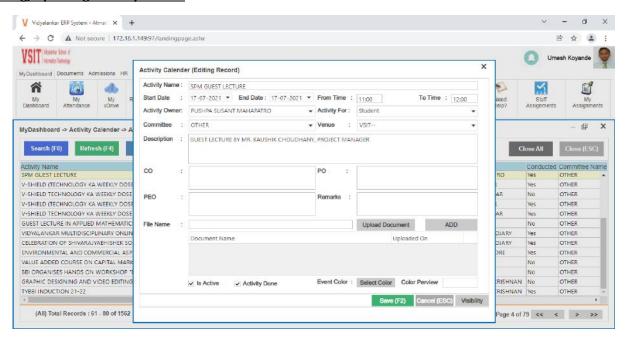
#### **Activity Calendar**

> This tab appears on Dashboard. Here you can update details about an activity



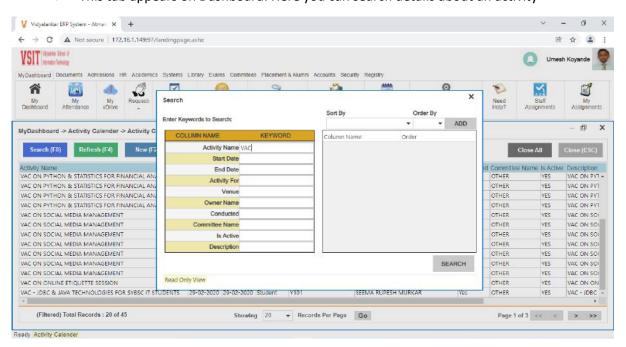


#### **Adding/Updating Activity Details**



#### **Search Activity Details**

This tab appears on Dashboard. Here you can search details about an activity



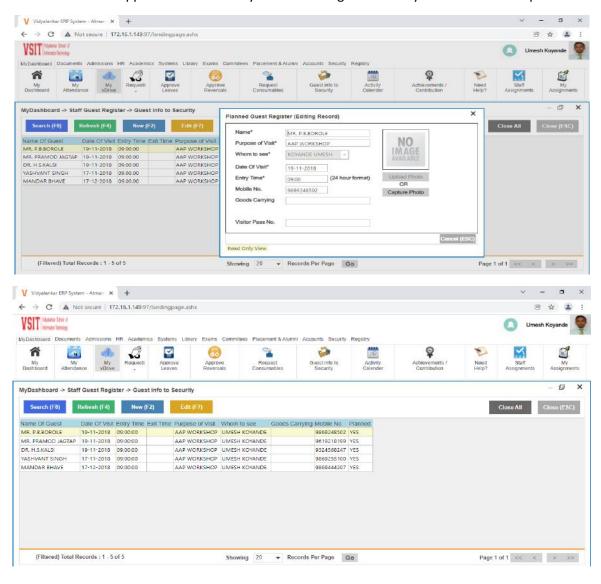
Criteria VI – Governance, Leadership and Management





#### **Guest Info to Security**

> This tab appears under security module. Using this security admin can create pass for visitors.

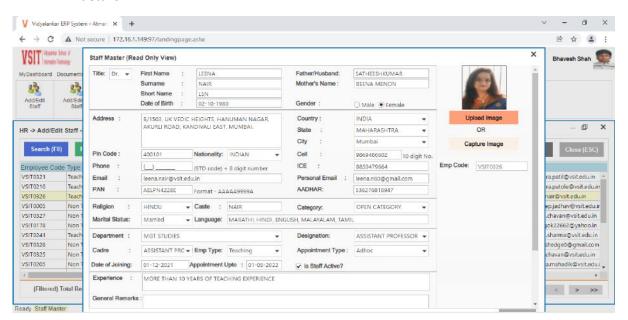


#### 1. Administration

E Governance are implemented in following areas: Leave Management: Leave applications, approvals and management is automated through V-MIS. Official Email id is provided to each staff and students to reduce use of paper and for better communication. Admission: All details of admissions can be fed on the vMIS. It consists of various activities such as form filling, merit list generation, marks and document verification, branch counselling, provisional admission, and admission confirmation Examination: ERP helps to create student details for examination registration like, Students data entry, Exam Seat Allotment and Subject-wise registration of students. Important communications and policy decisions are conveyed to concerned stakeholders through emails and by displaying on the college website. Academic administration handled through LMS Office 365 for Official communication. Online Preparation of AQAR Report.

#### Add/Edit Staff

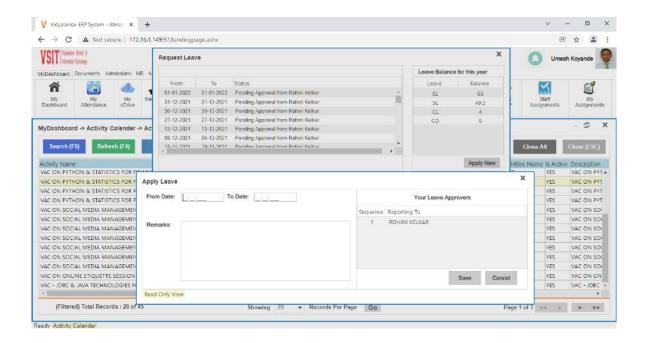
> This tab appears under about me. Using this staff can edit their personal and professional details



#### **Request Leave**

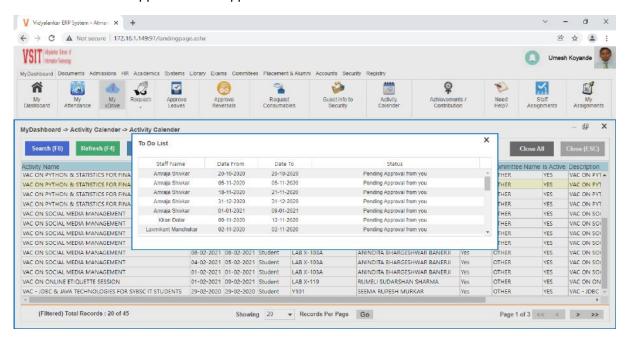
This tab appears under Request tab. Using this staff can apply for leaves.





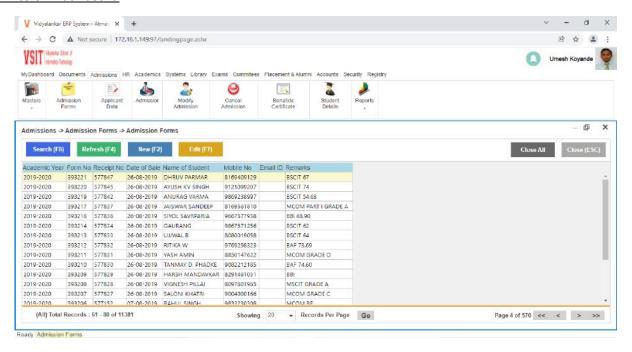
#### **Leave Approval**

> This tab appears under Approve Leaves.



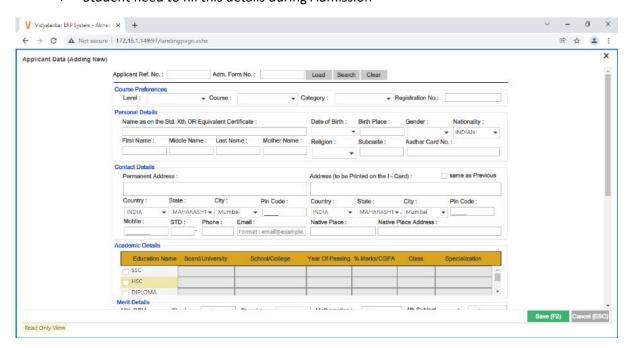


#### **Admission Dashboard**



#### **Admission Form**

> Student need to fill this details during Admission

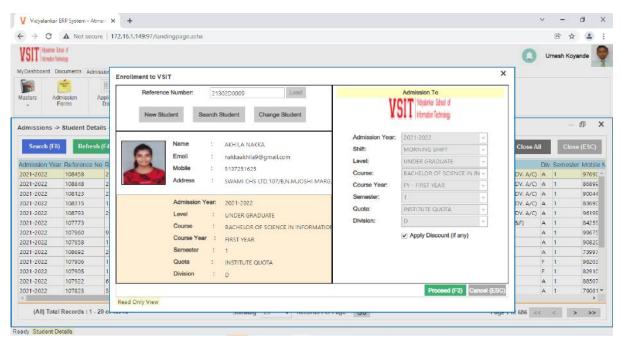




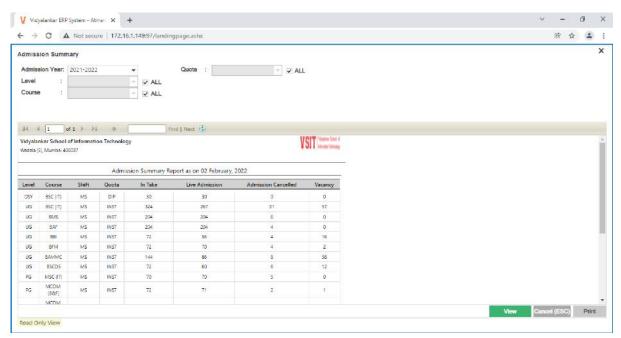


#### **Student Enrolment to VSIT**

> This tab appears under Exam Module

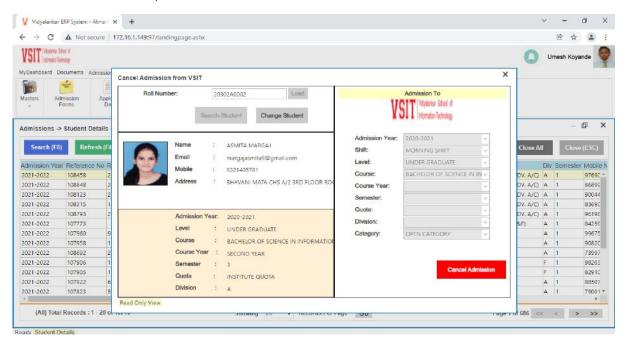


#### **Admission Summary**



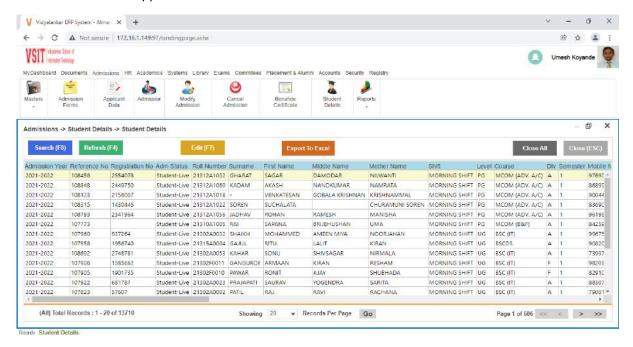
#### **Cancel Admission**

Admin can update the admission status if the student cancel their admission.



#### **Student Details**

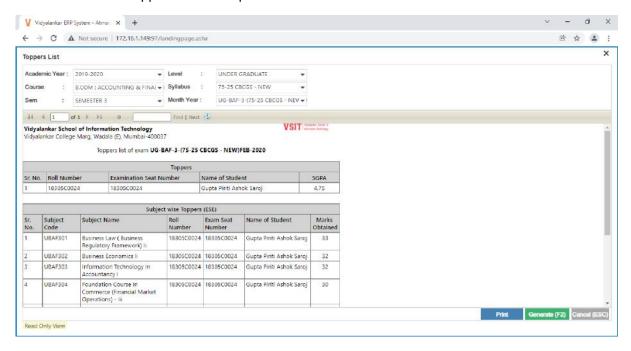
> This tab appears under Admissions.





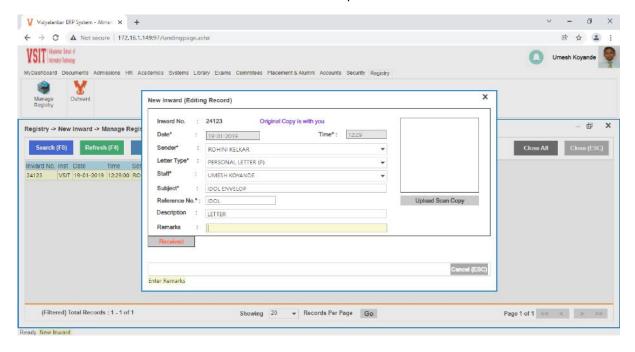
#### **Toppers List**

This tab appears under Reports.



#### **Inward Entry**

This tab is under Registry module. The Department executive can update the inward details in this which will be notified to the concerned person in his dashboard.

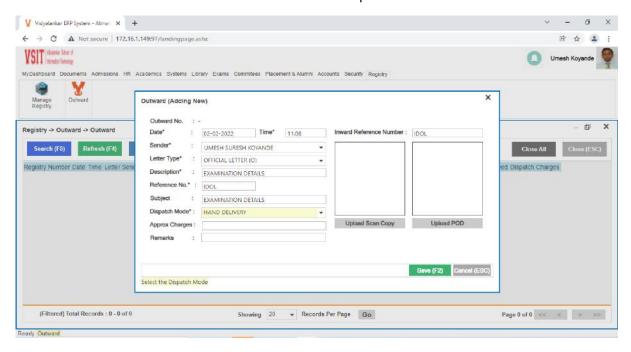


Criteria VI – Governance, Leadership and Management



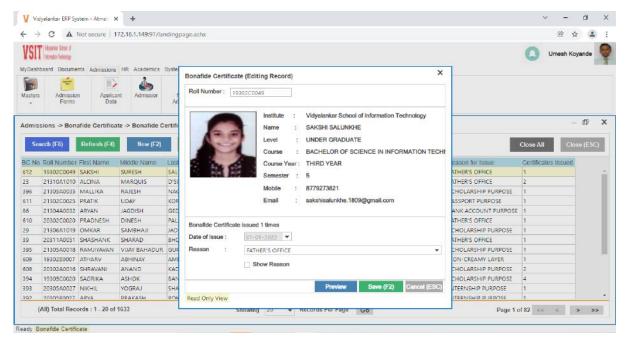
#### **Outward Entry**

This tab is under Registry module. The Department executive can update the outward details in this which will be notified to the concerned person in his dashboard.



#### **Bonafide Certificate**

Click on Admission Module, in that bonafide certificate tab to issue the certificate to eligible student.



Criteria VI – Governance, Leadership and Management



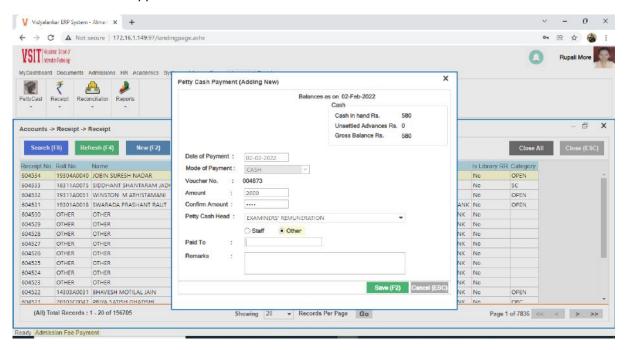


#### 2. Finance and Accounts

All Payments are handled by the integrated V – MIS system. This ERP Module deals with details of all finance related transaction. Major functions provided are: - Configuration of Fees, maintain details of the fees paid by the students, scholarship fees details and Miscellaneous Fees. - Petty Cash management - Generating Receipt as acknowledgement to the fees paid by the fees - Details of block/unblocked bounced cheques are maintained. - Yearly Budget expenditure is tracked. - Vendor Payment details are maintained - Staff Salary Processing - Reconciliation - SW Fee Adjustment - Various account related reports can be generated

#### Petty Cash - Adding new

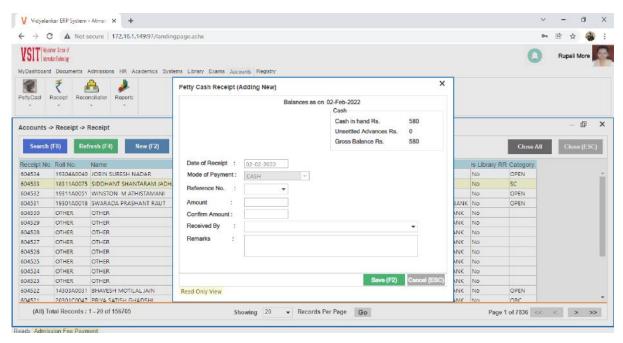
> This tab appears under Accounts Module.



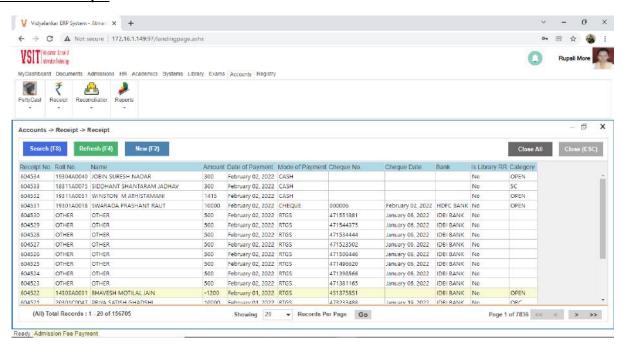


#### **Petty Cash Receipt**

This tab appears under Accounts Module.

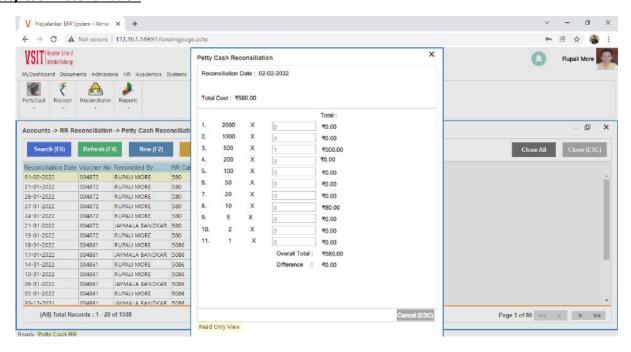


#### **Transaction Receipts**

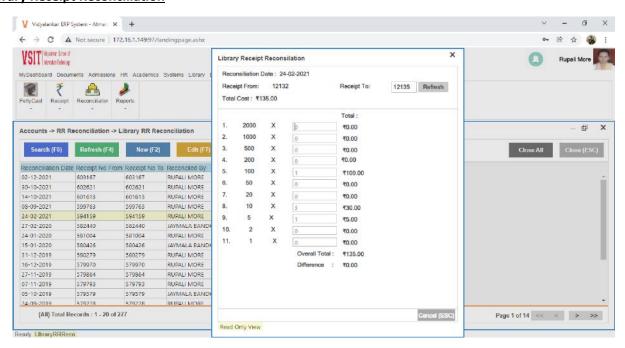




#### **Petty Cash Reconciliation**

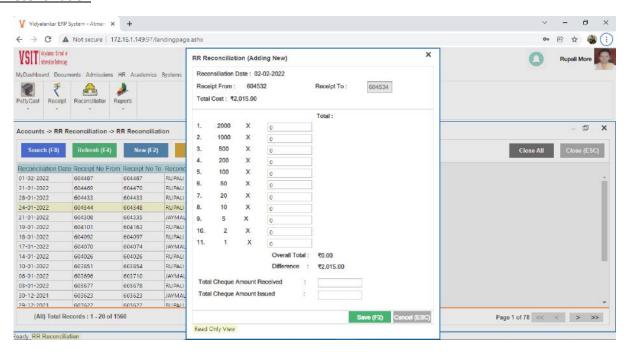


#### **Library Receipt Reconciliation**



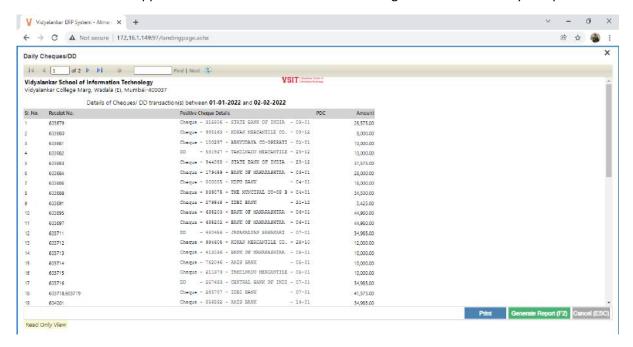


#### **RR Reconciliation**



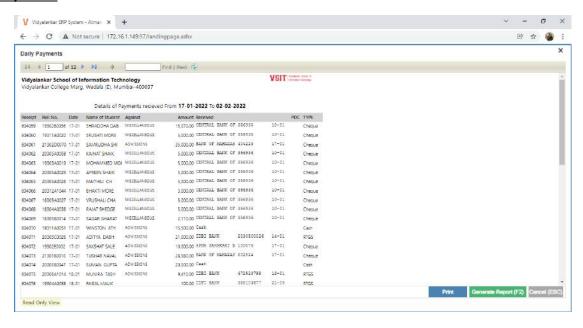
#### **Daily Cheques**

> This tab appears under Accounts head. It is used to get the details of daily cheques.



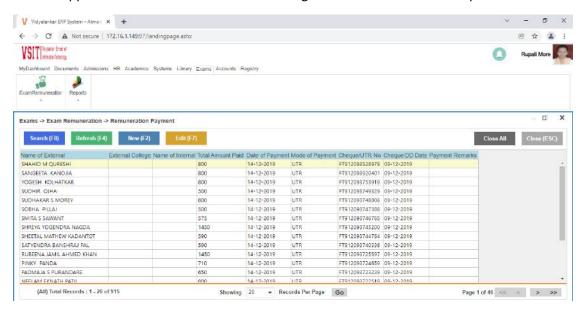


#### **Daily Payments**

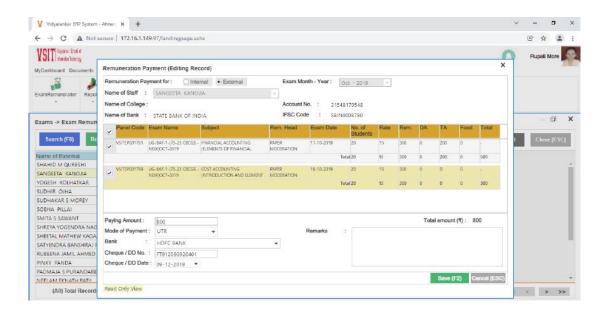


#### **Exam Remuneration Payment**

This tab appears under Exams head. It is used to get the details of exam fees paid.







#### **Petty cash transaction**

This tab appears under the Account Tab. It is used to get complete transaction summary of Petty Cash.

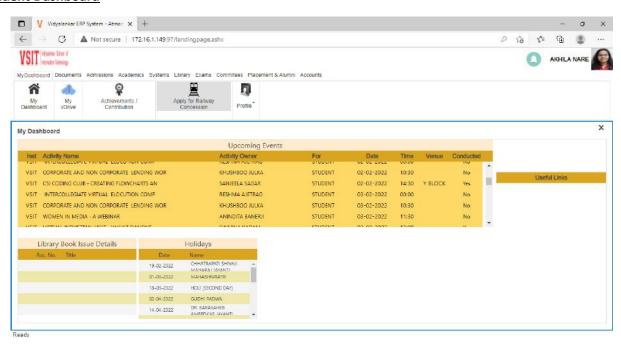




#### 3. Student Admission and Support

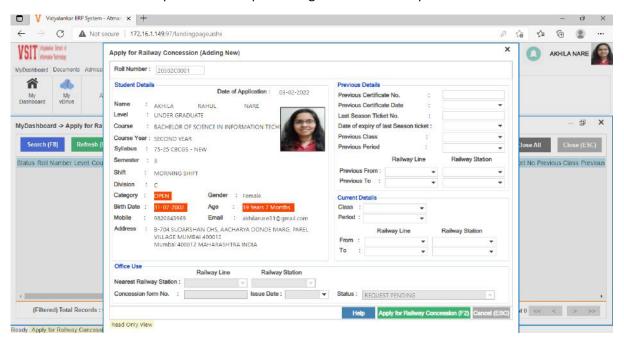
This module supports in maintain all the information of admitted students. Using this module office staff can - Configure Intake of Students like Govt. quota and other reservations. Maintaining student's data - Modification of Admission category - Cancelation of Admission - ID card allotment Along with maintaining information of students ERP also provides many functionalities to extend support to the student by - Mapping of Student-Syllabus (for the purpose of identification of student from old or new syllabus batch) - Transcript processing - Lock/Unlock Marks Entry and result processing.

#### **Student Dashboard**



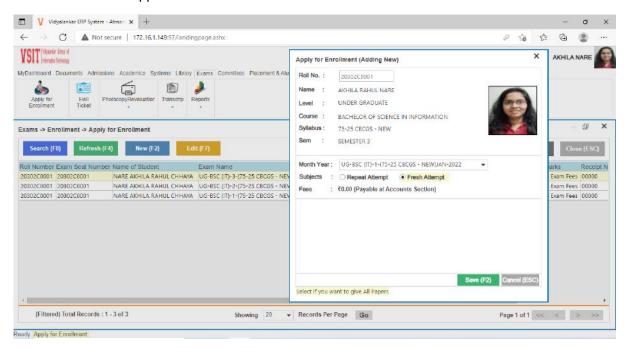
#### **Issue Railway Concession**

Students will first apply for Railway Concession using their credential and the department executive can process the request using this tab which is present in Admission module



#### **Apply for Enrollment**

> This tab appears under Exam Module

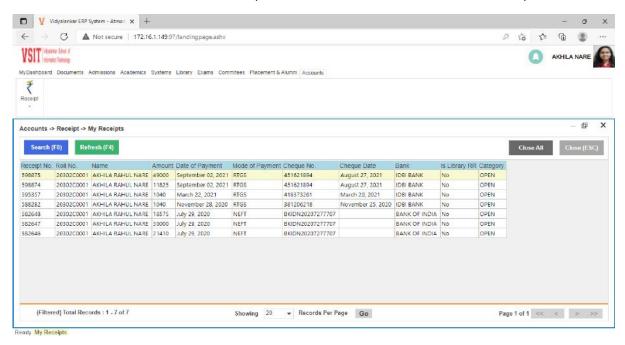


Criteria VI – Governance, Leadership and Management



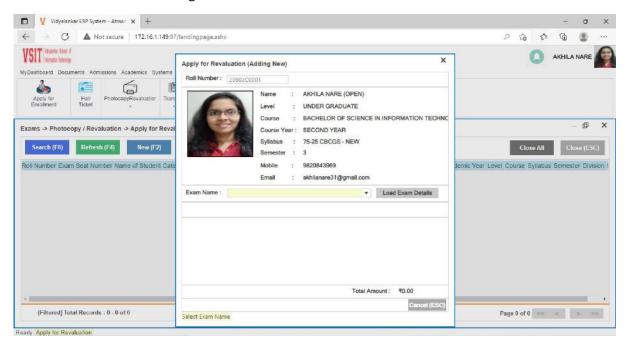
#### **Fee Receipts**

This tab is under Accounts department. In this Students can see their receipts



#### **Apply Photocopy/Revaluation**

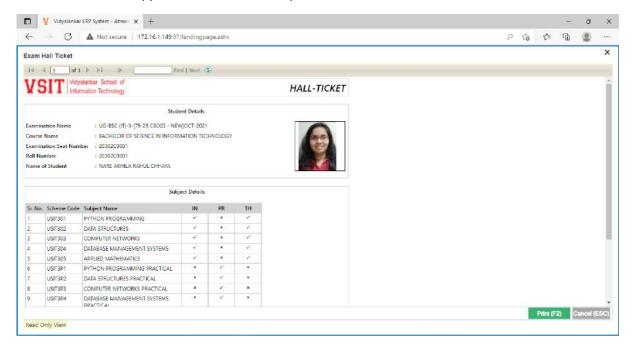
> This tab appears under Exam head of student account. Students can apply for Exam Revaluation through this tab.





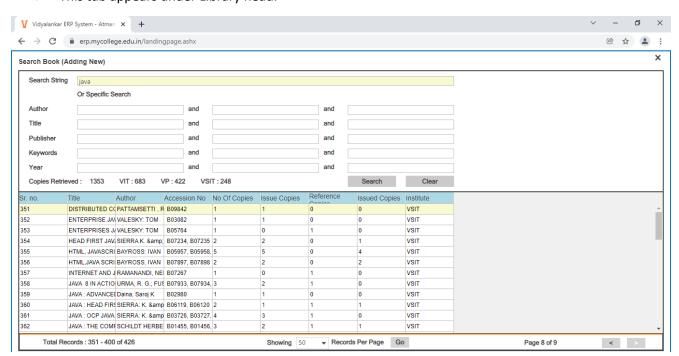
#### **Exam Hall Ticket**

This tab appears under Exams->Report head.



#### **Library - Book Search**

> This tab appears under Library head.



Criteria VI – Governance, Leadership and Management

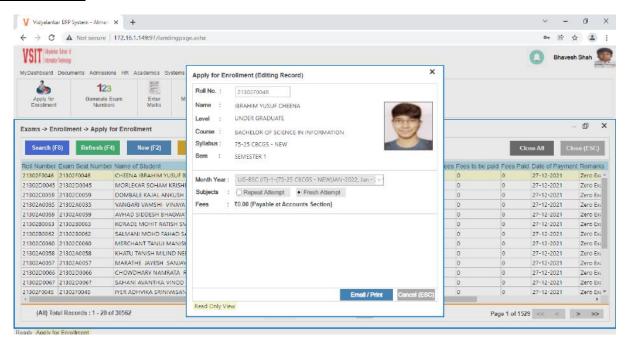




#### 4. Examination

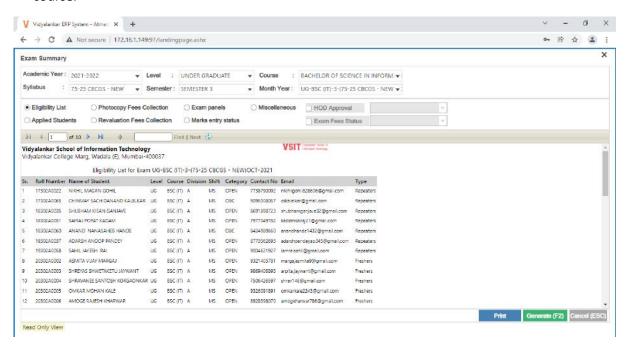
Every education institute organizes assessment / examination to evaluate progress of their Students. The ERP in the Institute facilitates following activities for the smooth conduction of all exam related work. It supports in - Announcement of Examination schedule - Preparing eligibility list of the students - Enrolment of students - Approval by Department: Examination admin will verify the details about Academic Year, level, course, syllabus semester and Month Year of every student and on fulfilling criteria enrollment is approved. - Generate Exam Seat Numbers Hall Tickets – Result preparation and publishing.

#### **Exam Enrolment**



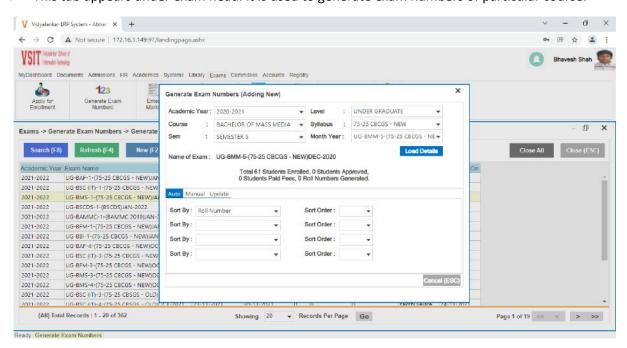
#### **Generate Eligibility List**

This tab appears under exam head. It is used to generate eligibility list of students for a particular course.



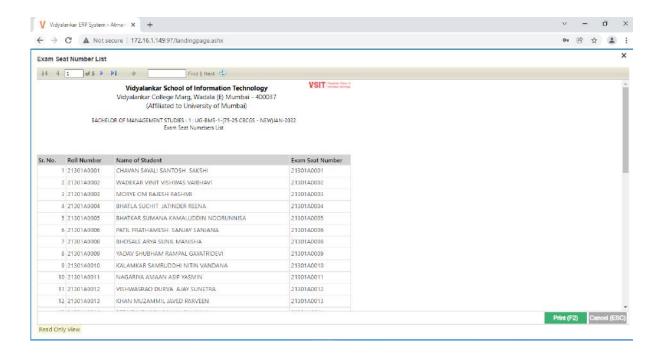
#### **Generate Exam Numbers**

> This tab appears under exam head. It is used to generate exam numbers of particular course.



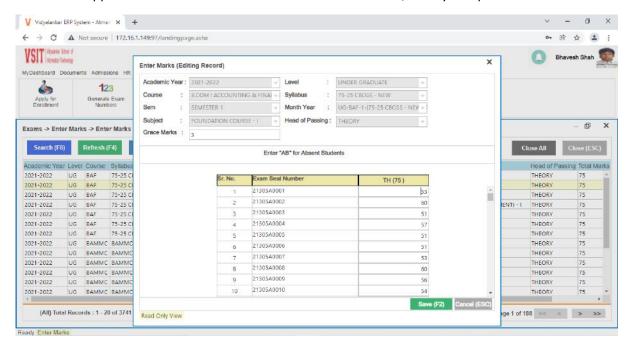
Criteria VI – Governance, Leadership and Management





#### **Marks Entry**

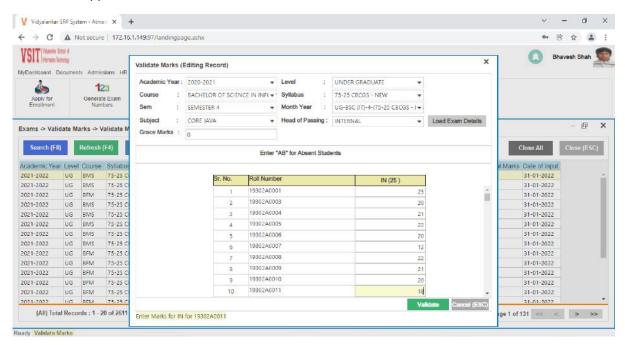
> This tab appears under exam head. It is used to enter internal, theory and practical marks course wise.





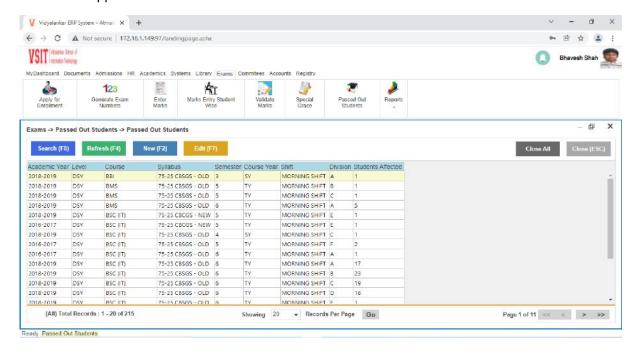
#### **Marks Validation**

This tab appears under exam head. It is used to validated entered marks.



#### **Passed Out Students Data**

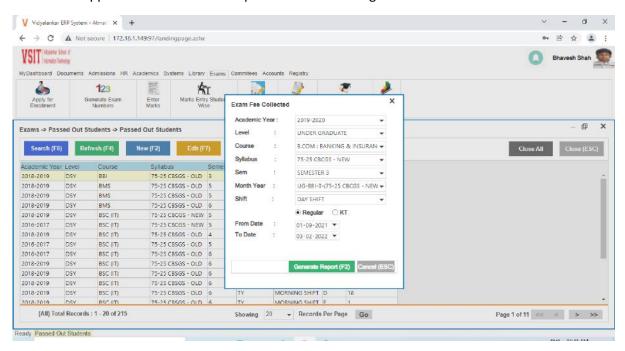
This tab appears under exam head.





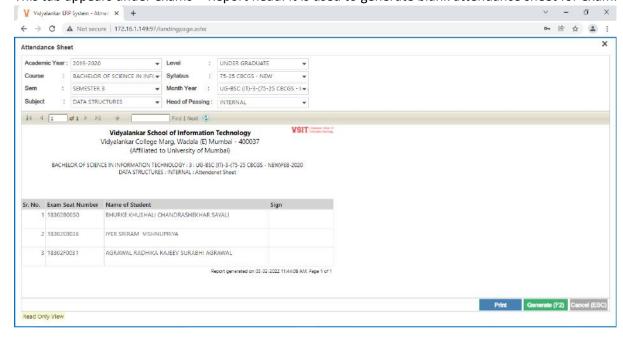
#### **Exam Fee Collection Report**

> This tab appears under Exams -> Report head. It used to generate Exam Fee Collection Details.



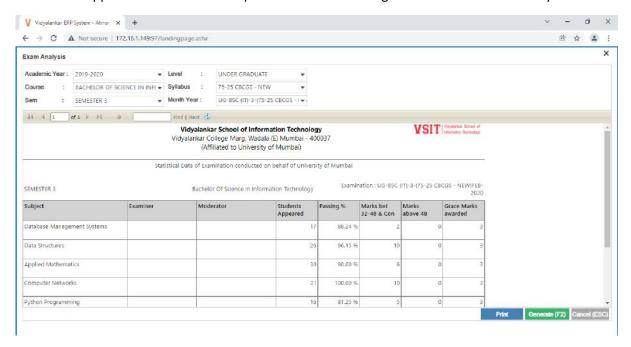
#### **Exam Attendance**

> This tab appears under exams ->Report head. It is used to generate blank attendance sheet for exam.



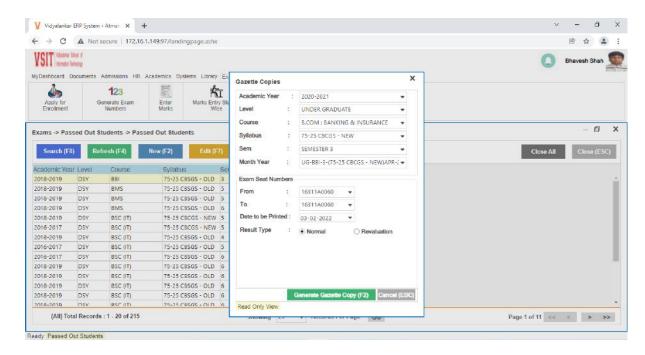
#### **Result Analysis**

> This tab appears under exams -> Report head. It is used to get Course wise Result Analysis.

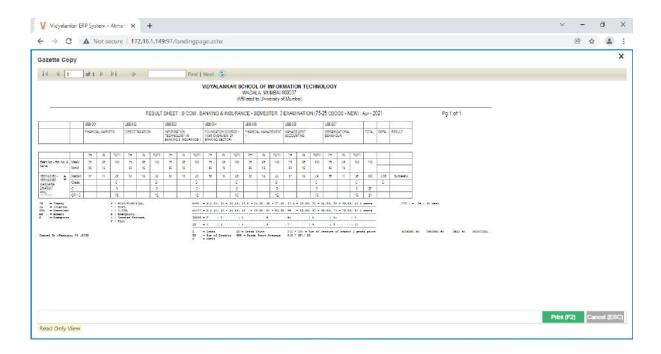


#### **Exam Gazette Copy**

This tab appears under exams ->Report head.

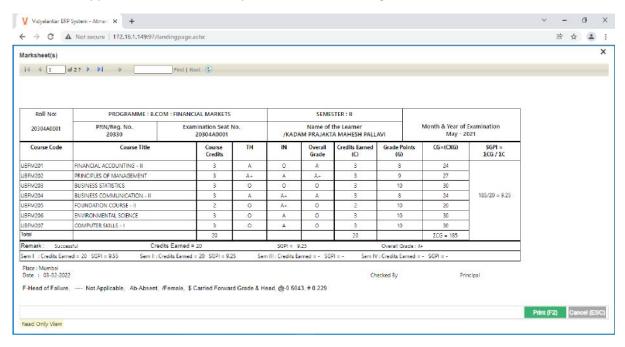




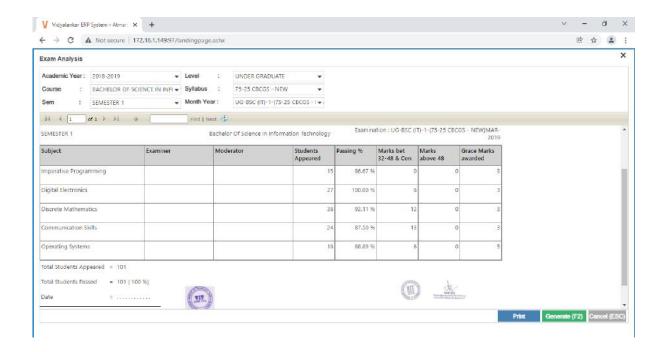


#### **Generate Marksheet**

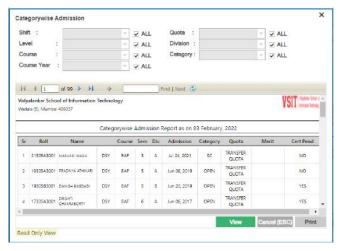
> This tab appears under exams ->Report head. It is used to generate mark sheet of individual students.



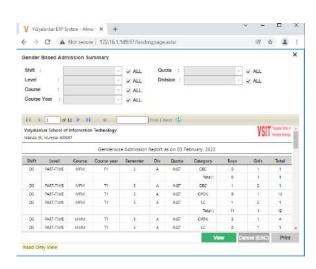




#### **Report Gallery**



Catergorywise Admission

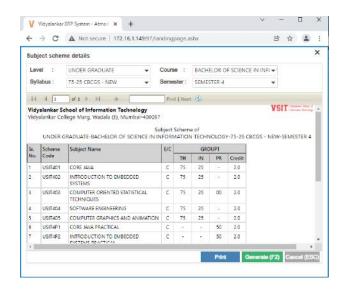


**Gender Based Admission Summary** 

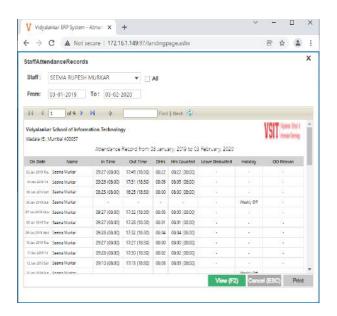




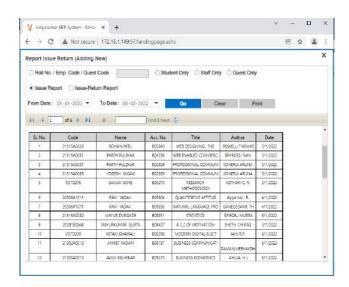
**Temporary I-Card** 



**Subject Scheme** 



**Staff Attendance** 



**Book Issue Report**