

AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society) Amala Nagar P.O., Thrissur-680 555, Kerala, India. Website: <u>www.amalanursingcollege.org</u>

FIRST CYCLE NAAC ACCREDITATION 2022

CRITERION 6

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.2. Strategy Development and Deployment

6.2.2 Medical Education Suite - ERP

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



2021

Medical Education Suite



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6/15/202





Admission Management

Pre-admission : Online admission forms | Auto import student details from amcsfnck.com |

Temporary login to candidates for uploading their quali cation 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 | One time / installation payment | Concessions | Hostel fees | Transport fees | Mess fees | Miscellaneous fees | Late fees | Refunds & settlements | Fines | Student ledgers | 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



University / College / Course / Department Setup

University details on all dashboards | Maintain address, contact number & email id records | Single / Multiple colleges / Courses setup | Department wise / course wise / subject wise setup | Faculty / Non-teaching staffs – department wise setup | Intra / inter department and inter college communication of amcsfnck colleges and amcsfnck.com



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 | Course / semester / year wise classroom grouping | Students grouping- theory, practical & clinical



Master / Departmental Time Table Management



Master timetable setup | Department | Classroom | Period / Extra classes | Break | Intern posting management | PG posting | 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 abeyance 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 | College timings & working days setup | Annual academic holidays setup | SMS & email alerts facility for announcing other holidays course / year / semester wise to all stakeholders



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



Exam Schedules & Results Management

Course | Semester | Year wise theory exam schedule/ timetable setup | Practical exam setup | Internals / university 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





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. Managment– circulars, faculty– mock papers, Students– assignments, Parents– medicalcertificate)



SMS / Email Alerts and 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 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 university



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



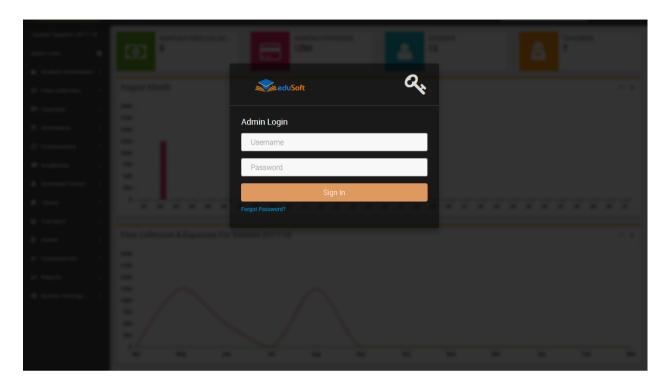
Alumni Management

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

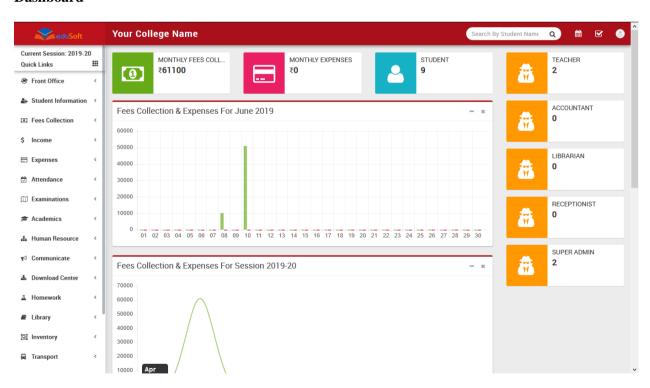


Screenshots

Admin Login

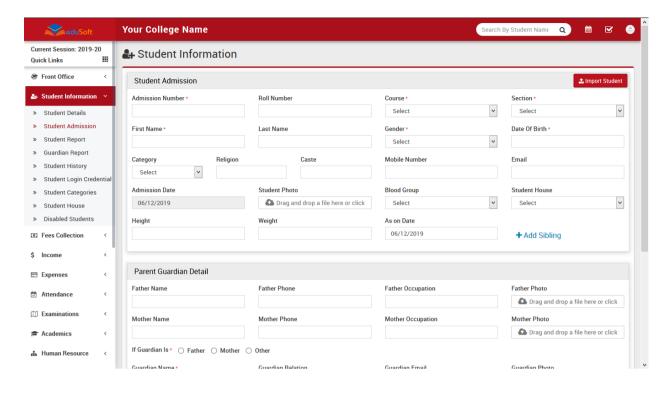


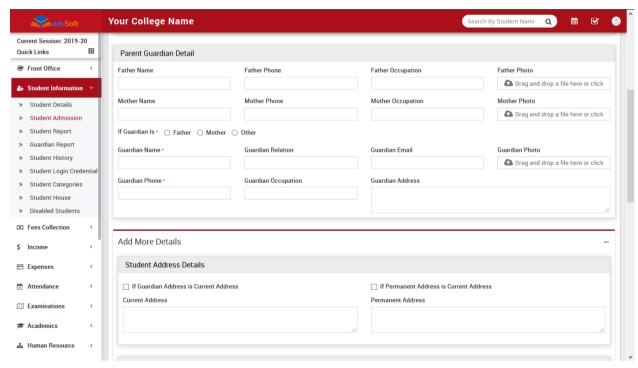
Dashboard



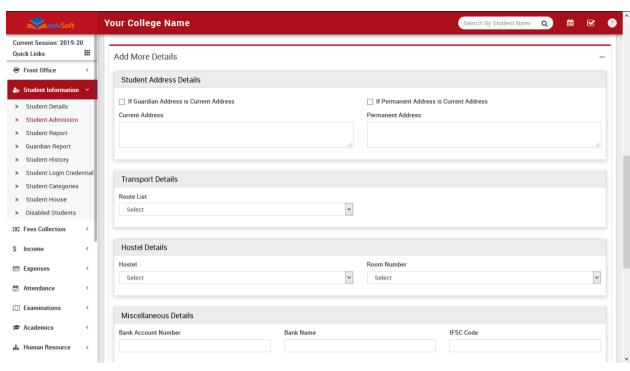


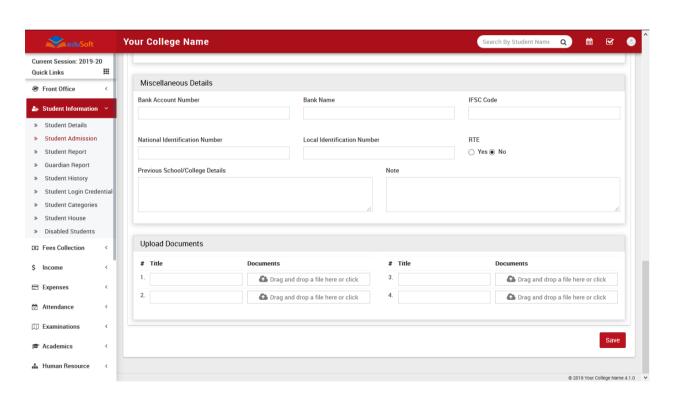
Student Details





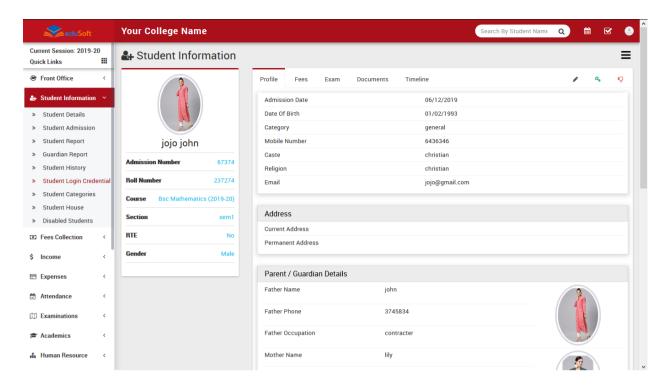


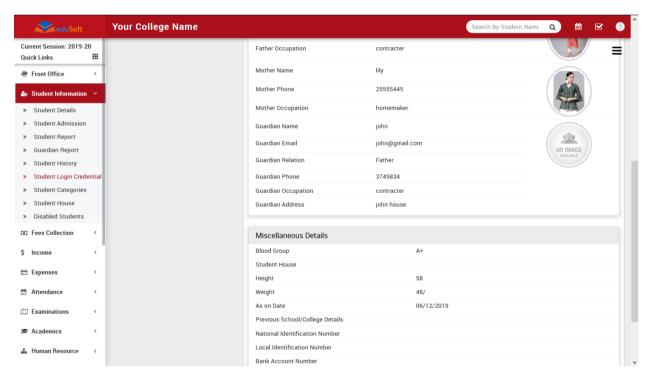






Student Profile

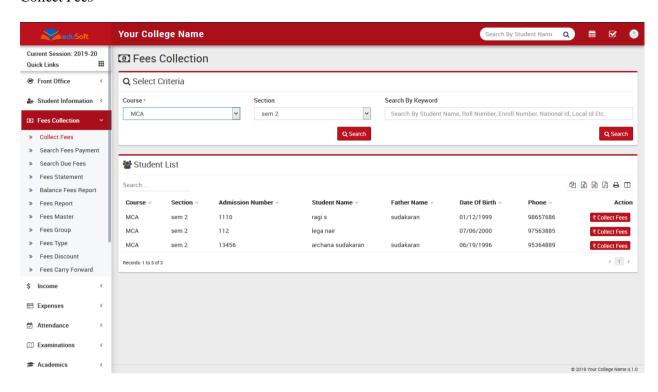


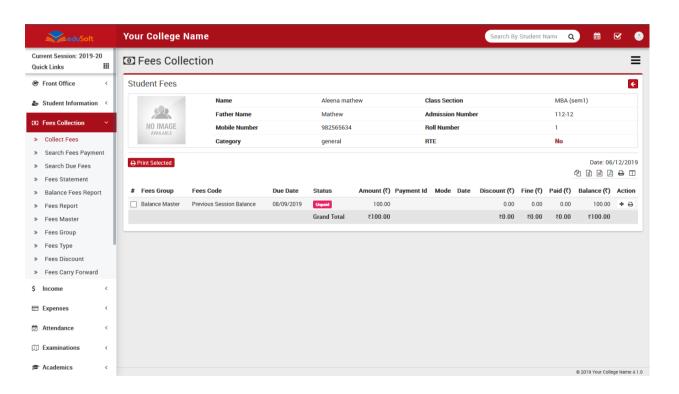




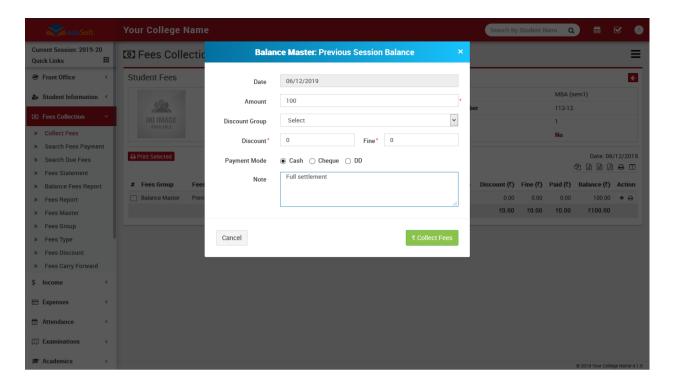
Fees Collection

Collect Fees

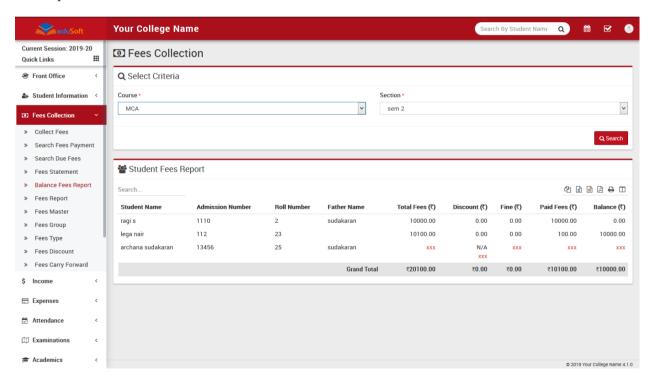






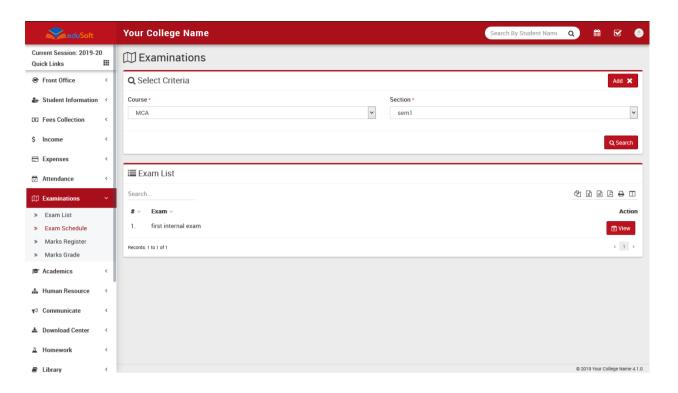


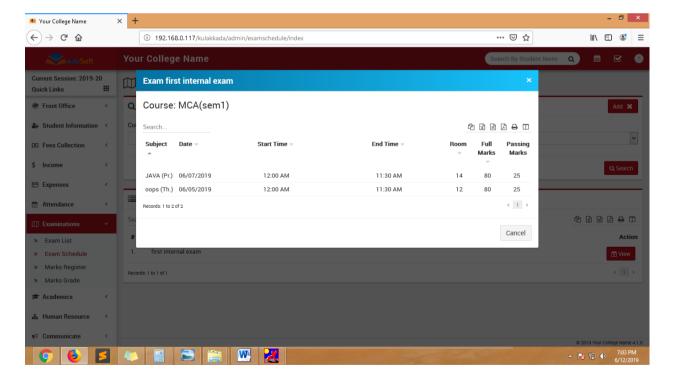
Fees Report





Exam Schedules

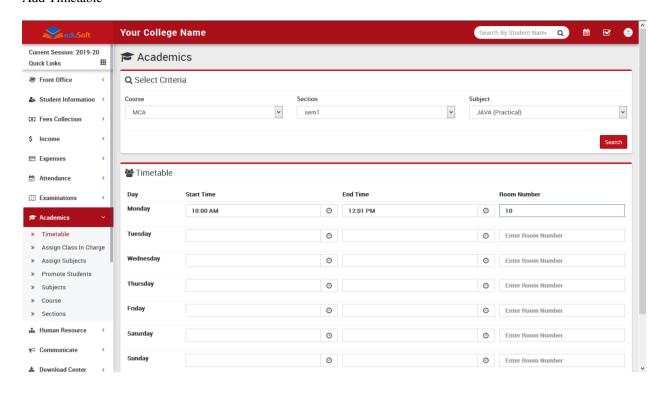


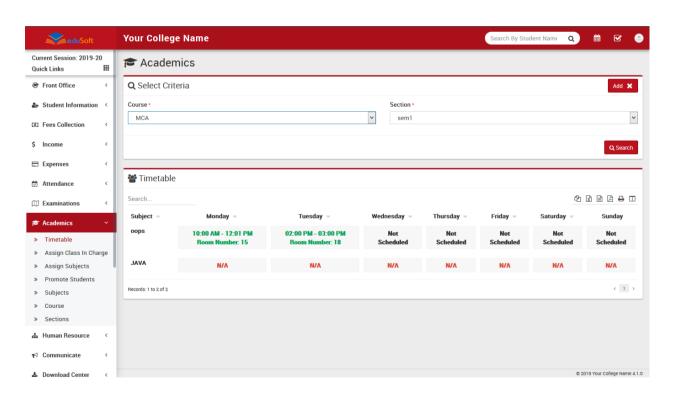




Timetable

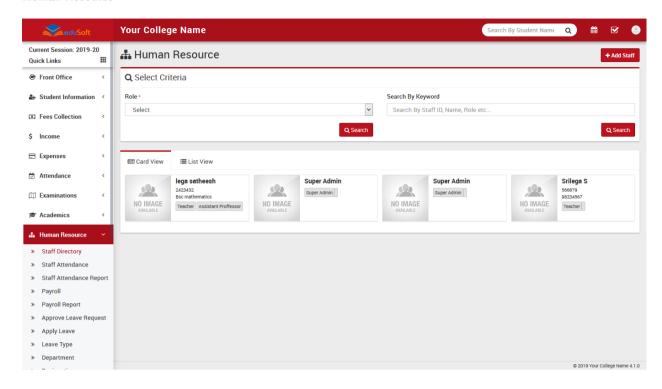
Add Timetable



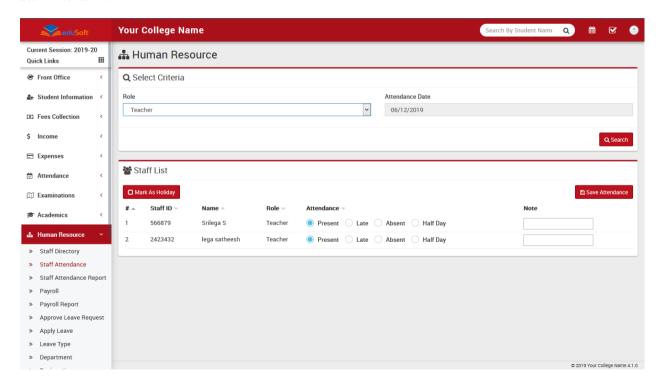




Human Resourse

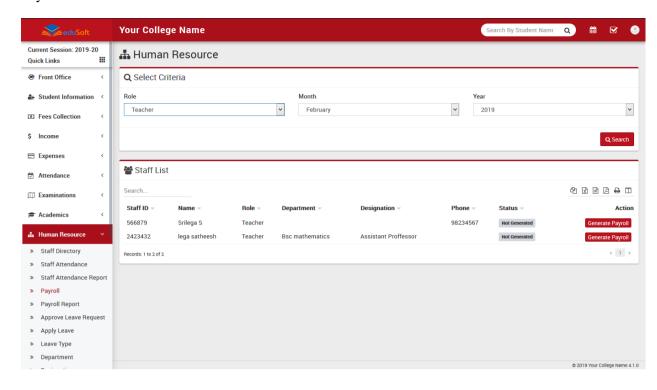


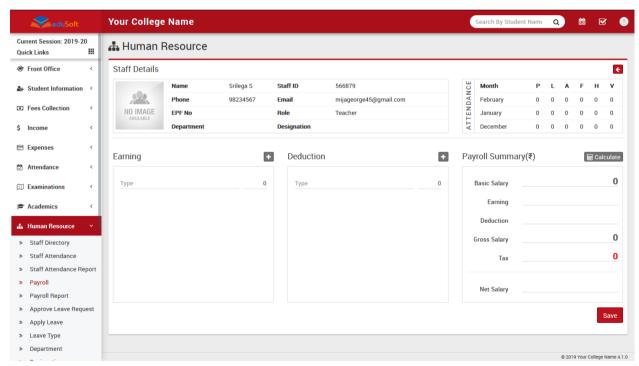
Staff Attendance





Payroll







Library

