



Karunya INSTITUTE OF TECHNOLOGY AND SCIENCES

(Declared as Deemed to be University under Sec.3 of the UGC Act, 1956)

A CHRISTIAN MINORITY RESIDENTIAL INSTITUTION


AICTE Approved & NAAC Accredited

EDUSERVE

'Eduserve' an ERP of Karunya Institute of Technology and Sciences manages all Academic, Management and Administrative process of its Stakeholders very efficiently. The ERP is integrated with all the necessary and required entities.

The ERP application and the data is maintained in a highly secured Azure cloud. To ensure the data integrity and data management each user provided with an individual login and password. The access and permissions are managed by roles and necessary role provided to the users according to the organisation's policy.

The ERP application is undergoing necessary changes time to time to cater the organisation's needs and requirements, through an approved change control process.

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SOFTWARE REQUIREMENT FORM		
REQUIREMENT NUMBER: 2021 - 11 KITS/REG/TFMSS/ /2021		
Date: REQUESTOR DETAILS, Karunya Institute of Technology and Sciences, KARUNYA NAGAR, COIMBATORE – 114 Ph. 0422 - 2614334	REQUEST SERIAL NUMBER: SUBMITTED TO: TFMSS, 4 th Floor, COMPUTER TECHNOLOGY CENTRE, KITS CAMPUS, COIMBATORE – 114 Ph.0422-2614500	Filed by TFMSS Team Received by TFMSS Team: Expected date of Delivery:
REASON FOR NEW REQUIREMENT	PRIORITY: LOW <input type="radio"/> MEDIUM <input checked="" type="radio"/> HIGH <input type="radio"/>	
Requestor	Project Manager	Registrar

Modules such as Admin, HR, Students, Academics, Exam, MIS, Finance, Hostel, Transport and Support are in practice as listed below.

Admin Module: This Module is being used to add all the master data based on the necessity to manage all the existing modules in our ERP.

HR Module: This module helps the HR team to maintain the faculty attendance, leave details, Last 10 in/out punches, Salary details (last pay slip details). Review of the job applications submitted by external candidates online through HR portal (Provision given for the HoDs). Biometric status, Leave Process (apply leave, approve leave (by HoDs), cancel leave (by HoDs) and Leave reports. HR process established for annual Increment, reports, salary slips, form 16 and component wise salary details.

Students Module: This module helps the student section to maintain a complete details of all the students studying in the University. Mainly student's personal information, academics (Subject Registration, Attendance, Internal Assessment Marks, Time table, Hall ticket generation, Internal Exam Time table) data, online payment of Fees (Download receipts, overall Fee statement), hostel, leave applications (Personal leave, Medical leave, Hostel leave, Apply for OD), request for Bonafide certificate, hostel room selection, exam Results (Semester results details), non-Academics (Non-academic Club registration) academic and the details of disciplinary actions are being maintained.

Academics Module: This module is being mostly used by the faculty members and students. Master data contains Academic term report, Academic calendars, Subject Registration, CBCS, Attendance (Enter Attendance, Change Attendance, Delete Attendance, Request students OD, Mark OD attendance, Approve Students OD), Attendance Reports (OD Status, Class Name list, Mentor student name list, subject registration report, students attendance report, class attendance report, staff student hourly report, faculty class handled report), Blue book reports (Teaching Plan report, Teaching Plan completion report, Students subject attendance reports, Detailed IA marks, Blue book topics, Lecture topics taken), Internal Assessment (Registration and Marks, Process IA Marks, Internal Marks report), Mentors (Mentee attendance reports, Mentee details, Approve Mentee ODs, ML and Leave, Parents contact information, Subject registered, Internal marks, Students feedback status, Mentor Mentee Meeting data, Mentee time table, Fees dues) and Reports for Faculty (Internal exam time table, Internal exam invigilation), API (Overview, Status view, Journal/conference approval, Projects, Patents, Placement, Lab testing, Projects incubator, achievements, students participation), API report.

Exams Module: This module is being used by COE team for student's time table generation, hall ticketing, seating, and exam attendance for the internal assessment and end semester examination processing, Arrear exam handling and result publishing.

Hostel Module: This module helps the students and Hostel in charge team for Hostel Room selection, Room Transfer, Hostel attendance and leave actions. Complete hostel administration modules for monitoring and control for wardens and SRAs.

Admissions Module: A dedicated Admission candidate portal establishing an E2E process from EOI till the enrollment process.

MIS Module: This module provides required reports and information about Student on Class attendance, Leave Particulars, Fees Due details, Students out of roll details, unmarked attendance by Faculty, Students feedback on faculty, Student feedback on Teaching Learning Process, Hourly feedback on courses etc. to the heads of the department and the senior management.

Fee Module: This module helps the finance team to create Fee demand, students to pay the fee payment online and download receipts for the payment. Highly secured payment gateway enabled from the leading banks to ensure the security and safety payment process on both ends.

Support Module: This module being used by all the users in the Eduserve system. Support tickets for ERP services can be generated and Demo videos of the software also available for all the users. The created tickets assigned to the respective team and the issue will be resolved.

Transport Module: Transport request, Vehicle approval, Transport Cancellation and Transport usage details can be obtained.

The Parents and Students given unique login and password to view the hourly attendance, internal marks, semester results and grades, Mentor details and fee dues.

This Portal is effectively managed and utilized by the Senior Management, Administrators and Controlling officers, Faculty Members, Students and Parents very effectively.