



K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION

ERP Document

2020

Enterprise Resource planning (ERP)

Enterprise resource planning (ERP) is business process management software that allows K.R. Mangalam University to use a system of integrated applications to manage the business and automate all the activities with respect to Academic, Administrative and other tasks in the university.

1.1 Developer details

UNISOFT the in-house developed ERP software was implemented in

Campus Management System (UNISOFT)

Unisoft is campus management system covering all academic administration related processes from admissions to alumni.

1.2 Features of Unisoft

- Admission Management System
 - Fee Module
 - Hostel Management System
 - Enrolments, Registration and Re Registration
 - Timetable and Attendance
 - Learning Management System
 - Email accounts for students
 - Faculty Feedback
 - Calendar, Notices and events
 - Exam Results
-

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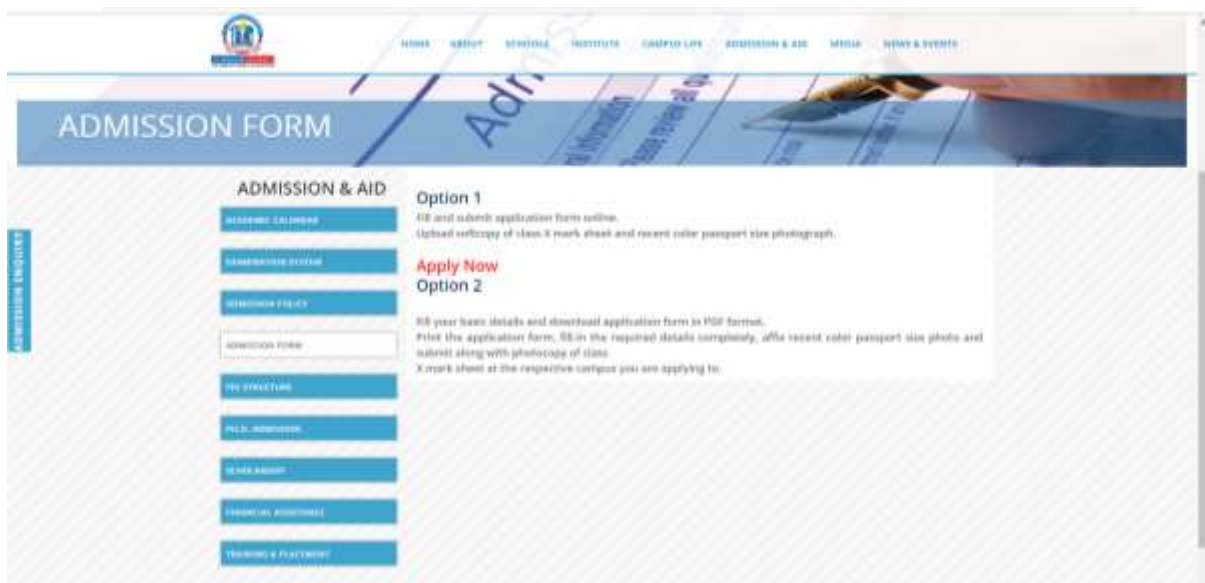
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1. Admission

The admission team gets enquiry from different platforms like University Visits, website, News Paper, Social Media, TV, etc. After getting these enquiries they add them into their Unisoft portal. After adding it they import enquiry from Microsoft excel and gets in touch with the enquiries, adding remarks if the candidate is interested. Once the interested candidates confirm, the team proceeds towards registration.

Enquiry

The admission team gets enquiry from different platforms like University Visits, website, News Paper, Social Media, TV, etc. After getting these enquiries they add them into their Unisoft portal.



Follow-ups Feedback and Reminders

After adding it they import enquiry from Microsoft excel and gets in touch with the enquiries, adding remarks if the candidate is interested. Once the interested candidates confirm, the team proceeds towards registration.

Prospectus Sale

Every school has its own prospectus describe course details followed by evaluation criteria. The team can send prospectus to the concerned student through the unisoft portal.

Admission or Registration

All kinds of admission and registration process is completed by the team though its online unisoft portal by filling up details of the students.

Reports

Once the admission and registration is completed a report can be generated through this portal.

2. Accounts

- a. Fee Structure
- b. Fee receipt
- c. Online fee payment
- d. Reports

Unisoft module for accounts covers the different aspects of accounting processes and ensures that organisation's accounts are accurate and consistent. It is an Internet or Intranet enabled application

Fee Structure

Unisoft contains all the details related to fee structure of each programme. A student pays fees through Unisoft and corresponding Receipt Voucher is generated.

Fee Receipt

Receipts of fees deposited by students is generated and maintained through this module and a record

Online Fee Payment

Student can also pay online fee on Unisoft. It supports all kinds of payments net like banking/credit card/debit card. All dues and fines are reflected in Unisoft including library dues, lab dues, hostel dues, transport fee etc. It is one stop solution for all kinds of payments.

Reports

All kinds of reports related to fees are generated through this module. In case of any failure or delay in the payment it can send SMS as reminders.

3. Registrar Office/Administration

Unisoft provides the Registrar office component which helps in Student's Data Management. All the essential records of students are maintained in this module which eases facility of contacting students via emails and SMS. It has capacity to send group emails and SMS.

Administration

Under this module the registrar office can register students, create a list of pass out students, create student document list, generate student ID cards, map and un-map courses for faculty members and generate attendance report. The student's attendance is regularly monitored by the office and parents/guardians are sent messages in case the students miss attending classes.

Students Detail

Student profile editing in case of change of address or phone numbers, documents submitted to the University, cases of withdrawal/re-registration, course transfer and general admission number is maintained by the office under this component.

Utility

This module assists in sending SMS and Email to all the students of the University in case of any immediate and urgent information to be circulated by the office.

Hostel

This sub module helps administrative department in maintaining hostel records. This module helps in allocating hostel room to the students, keeping record of vacant rooms and can generate report of hostel occupancy. The administrative team can also see status of hostel fees paid or pending of the student.

Transport

Application for Transport

Students choose their route, stop and semester from the dropdown list and update pickup point in the location column. Once the form is filled they click on accept and submit the form.

Approval of transport application

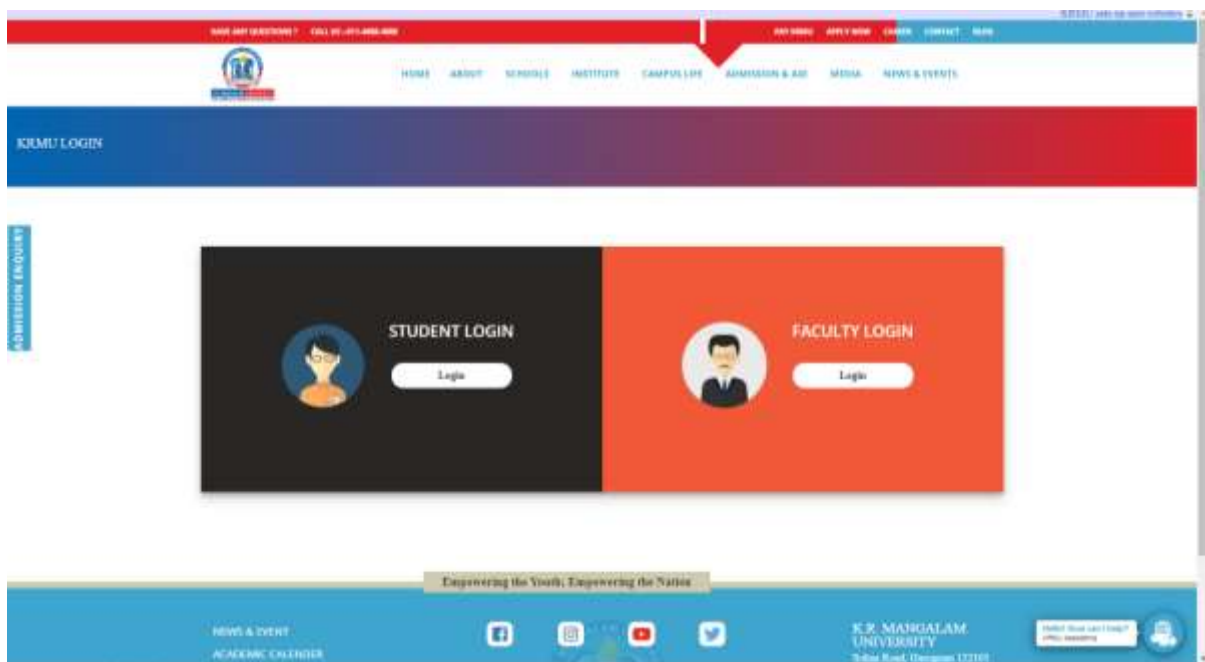
The transport in-charge can search the student roll number and approve the transport application form if all information is correctly filled by student or else can reject the application. Transport In charge can edit information filled by students in case of incorrect information

4. Faculty Portal

- a) Attendance
- b) LMS

- c) Timetable
- d) Reports
- e) Internal/ External Marks Entry
- f) Electives
- g) Value Added Courses
- h) Faculty Adjustment
- i) Lab Groups
- j) Mentor Details
- k) Circulars
- l) Biometric Attendance

UNISOFT facilitates uninterrupted communication between teachers, students and parents. Smooth communication ensures free flow of information regarding academics. The sub modules under Faculty module are as follows:



Attendance

It is updated by faculty members on a daily basis and is visible in student's portal.

ATTENDANCE- ADD ATTENDANCE- SELECT COURSE TITLE- UPLOAD ATTENDANCE

Timetable

After completion of creating timetable by timetable in charges from each school they upload their respective school time table and is visible on all concerned teacher's and student's portal.

Approve Marks Form

Select	Degree Name	Semester	Semester	Course Code	Course Title	Group Name
[X]	B.Sc. PG Chem	201718	Semester-III	BD0304	ORGANIC CHEMISTRY-III	B.Sc. PG Chem Group I

S. No.	Roll No.	Name	Semester	Maximum Marks	Marks Obtained
1	1501100001	ADARSH KATARA	Semester-III	10.00	5.00
2	1501100002	PRITHVIKA	Semester-III	10.00	0.00
3	1501100003	DIYKA	Semester-III	10.00	0.00
4	1501100004	HEMA SACHITHA	Semester-III	10.00	0.00
5	1501100005	KOMAL RAJAZ	Semester-III	10.00	4.00
6	1501100006	NEHA J.	Semester-III	10.00	0.00
7	1501100007	RAJEEV	Semester-III	10.00	7.00
8	1501100008	NETTA NICHU	Semester-III	10.00	1.00
9	1501100009	DANISH JODHA	Semester-III	10.00	5.00
10	1501100010	ANSHUVEER INDAV	Semester-III	10.00	0.00
11	1501100011	P. MANUJAN ALWAR	Semester-III	10.00	5.50
12	1501100012	PUNJEE BHARADWAJ	Semester-III	10.00	5.00
13	1501100013	BOHAR RAJANV	Semester-III	10.00	3.00
14	1501100014	SHREYA	Semester-III	10.00	5.00
15	1501100015	SHAKU KUBRA	Semester-III	10.00	0.00
16	1501100016	RAHAF	Semester-III	10.00	1.50
17	1501100017	KARTIK SINGH	Semester-III	10.00	7.00
18	1501100018	SHARDA MITHA	Semester-III	10.00	7.00
19	1501100019	SHRUTI INDAV	Semester-III	10.00	0.00
20	1501100020	HEENA SARAF	Semester-III	10.00	0.00
21	1501100021	GALPANA	Semester-III	10.00	0.00
22	1501100022	SHARDA GATGE	Semester-III	10.00	0.00

LMS

All kind of assignments and projects are posted on the LMS portal and can be accessed by the students.

Internal/ External Marks Entry

Faculty members can upload the internal/ external marks which are also accessible through the examination portal.

Electives

All the electives offered by different school are uploaded on the Unisoft portal so that students can see the pool of electives and choose accordingly.

Value Added Courses

Students can choose the value-added courses from the pool of courses uploaded on the Unisoft

Lab Groups

Every lab group consists of definite number of students allotted by the Dean of the respective schools. The allotment is done through the Unisoft portal.

Mentor Details

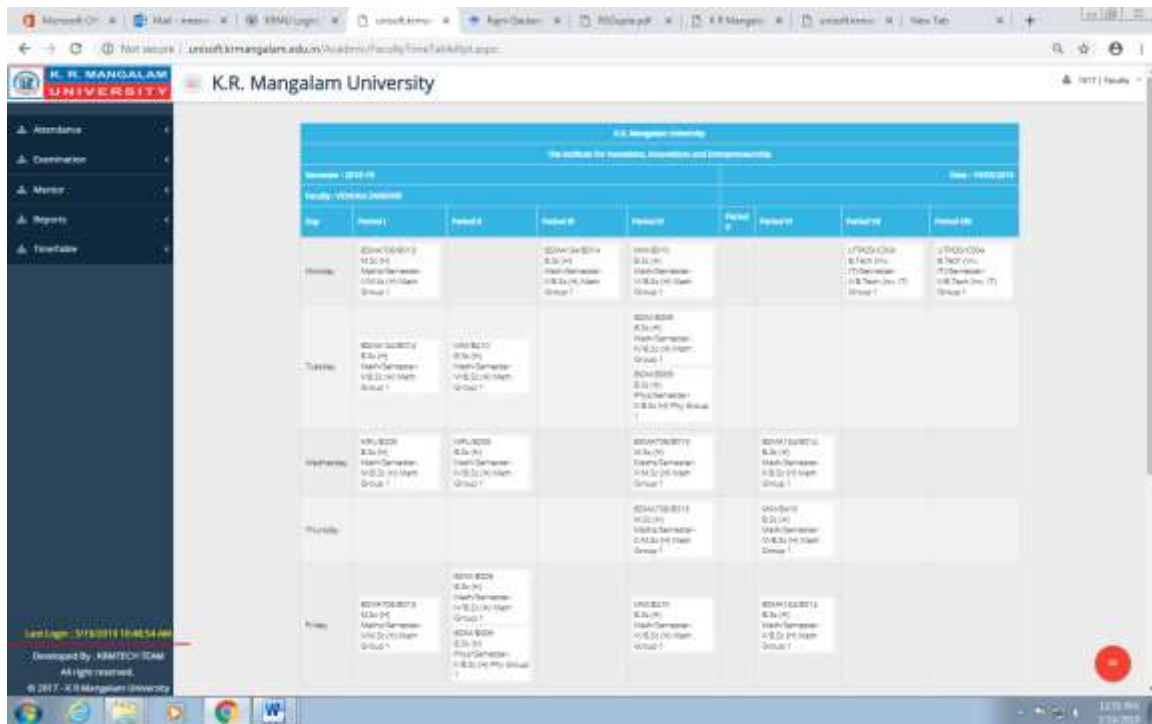
All the Mentors can access information regarding their mentees contact numbers, status of attendance and send messages through Unisoft under the category (Mentor)

Leaves

The number of leaves applied, and the status of leave approval is visible on the Unisoft portal for all faculty members.

Faculty Adjustment

Faculty members can apply for leaves on line and can assign adjustments which are visible to the allotted faculty and the authorities approving leaves.



Circulars

Any important notices and placement information is also uploaded on the Unisoft portal so that the information reaches all faculty members

Biometric Attendance

Biometric devices ensure accurate attendance information that can be made available online and reflects the punctuality of faculty and students. It facilitates the Accounts department and HR department etc. to share faculty attendance information comfortably. This attendance is also reflected in the JNTUH Academic Audit Cell portal and keeps the attendance information transparent to the office of JNTUH Academic Audit Cell.

Microsoft Office Word - MSU - Home - MSU Login - www.krmte.edu - K.R. Mangalam University - Home

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K.R. MANGALAM UNIVERSITY K.R. Mangalam University 1017 Faculty

Student Status Report

Search Status:

S.No.	Year	Roll No.	Student Name	Degree	Semester	Matric No.	Status	Start Date	Group	Master
1	2018	1802110001	AMARDEEP	B.Sc. 3rd Year	Semester-0	881208792	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
2	2018	1802110002	DANISH KUMAR	B.Sc. 3rd Year	Semester-0	881928183	Registered	12 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
3	2018	1802110003	GOURAV KUMAR SINGH	B.Sc. 3rd Year	Semester-0	880076494	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
4	2018	1802110004	MANISH KUMAR	B.Sc. 3rd Year	Semester-0	880074048	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
5	2018	1802110005	PIYUSHI GUPTA	B.Sc. 3rd Year	Semester-0	879888772	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
6	2018	1802110006	PRINIA	B.Sc. 3rd Year	Semester-0	1071023423	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
7	2018	1802110007	SANJANA	B.Sc. 3rd Year	Semester-0	880780058	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
8	2018	1802110008	SARANYA	B.Sc. 3rd Year	Semester-0	881225064	Registered	10 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
9	2018	1802110009	ARUN KANISHK	B.Sc. 3rd Year	Semester-0	881228688	Registered	11 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
10	2018	1802110010	DEVINA	B.Sc. 3rd Year	Semester-0	701103820	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
11	2018	1802110011	POOJA KUMAR	B.Sc. 3rd Year	Semester-0	790817042	Registered	08 Jan 2019	B.Sc. 3rd Year Group 1	VENUKA SANCHER
12	2015	1502110001	SHRIGANESH PILLAI	B.Sc. 3rd Year	NA	881234823	PassOut			VENUKA SANCHER
13	2015	1502110002	AARSHI KHANU	B.Sc. 3rd Year	NA	889158813	PassOut			VENUKA SANCHER
14	2015	1502110003	DEEPIKA YADAV	B.Sc. 3rd Year	NA	874294782	PassOut			VENUKA SANCHER
15	2015	1502110004	AKASH TEWARIK	B.Sc. 3rd Year	NA	881888718	PassOut			VENUKA SANCHER
16	2015	1502110005	MEENKA YADAV	B.Sc. 3rd Year	NA	887390332	PassOut			VENUKA SANCHER
17	2015	1502110006	IRAWATI	B.Sc. 3rd Year	NA	881891388	PassOut			VENUKA SANCHER
18	2015	1502110007	ABHIRAM NAGAR	B.Sc. 3rd Year	NA	888188887	PassOut			VENUKA SANCHER
19	2015	1502110008	ANJALI	B.Sc. 3rd Year	NA	880888018	PassOut			VENUKA SANCHER
20	2015	1502110009	NEHA	B.Sc. 3rd Year	NA	881259118	PassOut			VENUKA SANCHER
21	2015	1502110010	DIPTI YADAV	B.Sc. 3rd Year	NA	887101423	Degree Withdrawn			VENUKA SANCHER
22	2015	1502110011	SRINILAYI HARIBHASKAR BABU	B.Sc. 3rd Year	NA	881377888	PassOut			VENUKA SANCHER

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5. Examination Portal

- Exam Analysis
- Admit Card
- Results Print
- Reports – Subject Wise, Faculty Wise, Course
- Course Structure
- Individual Result
- Reappear Approval
- Marks Editing
- Result Generate
- Result Declaration/Hold
- Exam Mapping

Examination Module assists examination department to upload and analyze all kinds of examination related information.

Exam Analysis

This module enables users to analyze results of various exams conducted by the University.

Admit Card

Identity cards in the form of admit cards are issued to the students through this module.

Results Print

Printing of results in the required format is done with the help of this module.

Reports

Various reports regarding subject- wise analysis, concerned faculty analysis and course wise analysis is generated by this module.

Course Structure

The University is conducting innumerable number of courses under its aegis. This module aids in storing information regarding various course structures provided by each school which is in accordance with the various governing councils.

Individual Result

Result of individual students can be generated through this module.

Reappear Approval

In cases of re appearance, with the support of this module users can take decisions regarding the eligibility of candidates for Re-appear examination.

Marks Editing

Editing required in cases of marks entry can be done through this module.

Result Generate

Generating results for all the prescribed courses is done through this module.

Result Declaration/Hold

In case of results to be withheld this module provides assistance for the same.

Exam Mapping

All kinds of exam mapping according to the guidelines of various councils/ statutory bodies are created with the help of this module.

6. Students Portal

Attendance and Examination

Students can follow their attendance for each subject to avoid cases of lack of attendance. They can track the details of examinations both internal and external and browse the examination results in a convenient way provided in the form of links.

Course Registration

Students can register themselves through Unisoft by selecting the subjects under each course for each semester.

Faculty Members

The faculty members teaching various subjects in a particular course are visible in the students' Unisoft account and they can directly reach them through SMS option given in the portal.

Ledger

The students can get information about any previous monetary transaction made to accounts department including receipt number, payment type, bank name and cheque number.

Assignment

Students can access all assignments posted by faculty members on their Unisoft account. Assignments are visible with subject code, subject name, title of assignment and date of uploading it. Students can download assignments from their portal and submit to the concerned faculty member.

Internship and Placement form

Students have a section on internship and placement forms in their Unisoft portal wherein the type of Internship they are interested to do has to be selected. The placement form requires students to agree /disagree for placement opportunities and on agreement they are supposed to upload their resumes. Students also select the type of sector (Public Private or Government) they want to work with.

Faculty Feedback

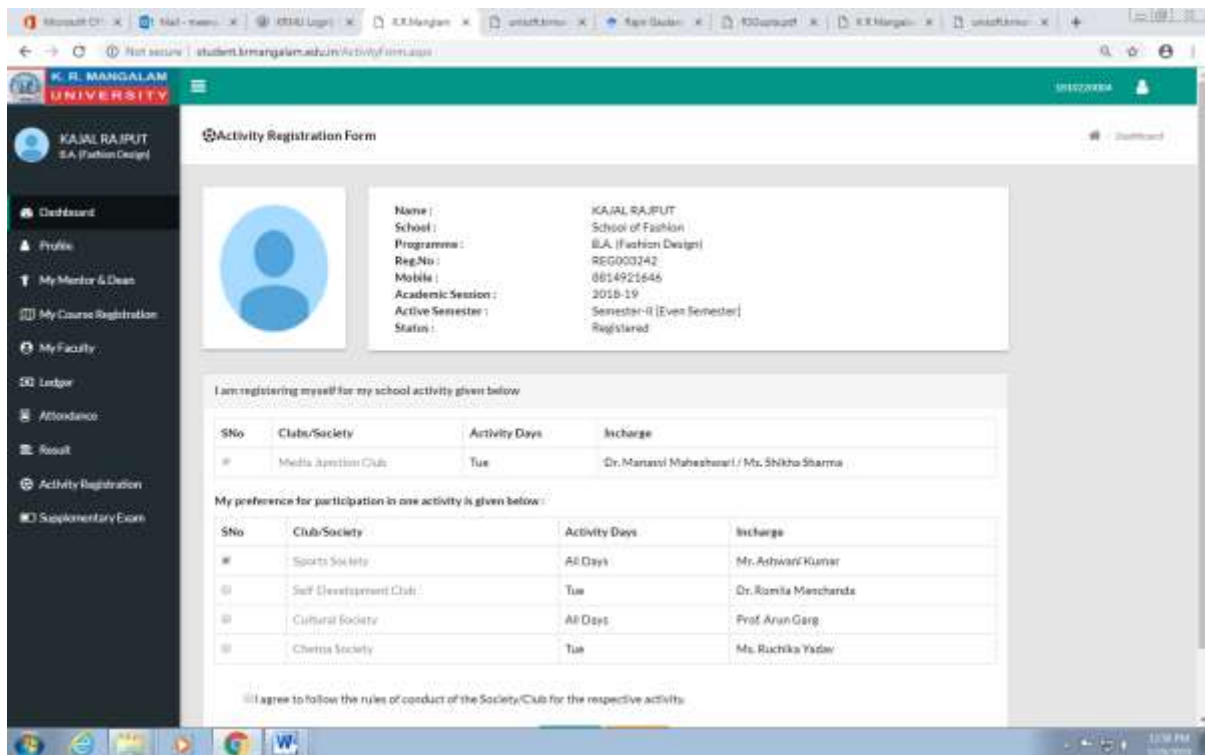
Students can give feedback to individual faculty members teaching various courses prescribed in their curriculum majorly under the parameters of subject knowledge, communication skills, class management, punctuality and participation in the lectures.

Student admit card and Result

Students can access and download admit cards directly from their Unisoft account. They can get information regarding their grades, total credit point earned and SGPA from the Result section displayed in their Unisoft portal.

Activity Registration

Students can register themselves for various clubs/ societies in the University by filling up activity registration forms. The registration forms will also state the day allotted for that club/society.



Alumni Feedback

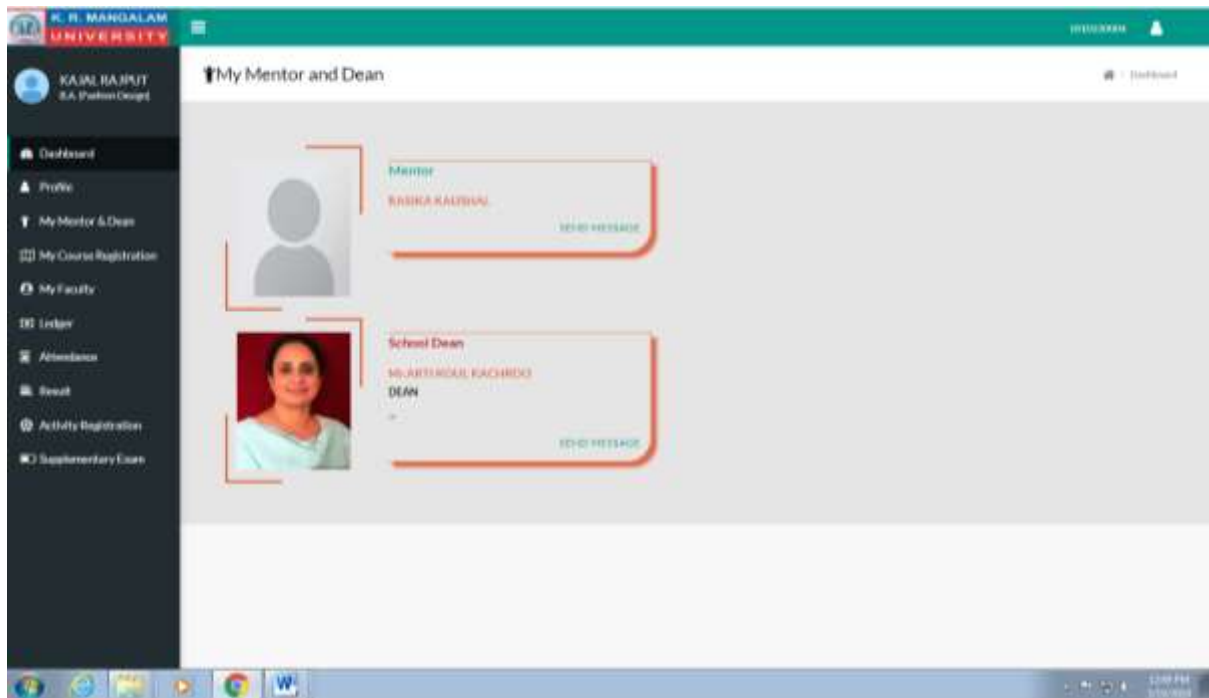
Final year students can fill up the Alumni feedback form and they become a part of our Alumni Association for all kinds of future associations and collaborations. The University continuously strives towards developing the curriculum on the basis of industry requirements and our alumni association plays a significant role in it.

Reappear Registration

In case of appearing for any re appear examinations students can directly fill up forms from their Unisoft accounts.

Transport

If student wants to avail transport facility, they can fill up a form specifying details of their address. Once the request has been generated it reaches Transport Manger for further action.



7. Placement Management

- a) Mentor
- b) Placement
- c) Reports

Unisoft plays a major role in the process of maintaining data for placement. The various modules under this category are as follows:

Mentor

This module gives an account of the mentors assigned for each semester who can further inform students regarding any placement interviews.

Placement

Under this module the Training and Placement Office can give approval for placements, post jobs, upload information regarding the companies which are associated with the University, provide information regarding the contact person for various companies and details of the interview to be conducted. The information once posted is visible in the Unisoft accounts of the faculty members and students.

Reports

All the students who have been placed and appeared for interviews or if there is non-attendance, reports for the same can be generated through this module.

8. Human Resource Management Solution (HRMS)

The Human Resource (HR) function in most organisations accomplishes various tasks, such as tracking existing employee data, which includes personal employee information, employee skills and capabilities, employee accomplishments, salary break up, attendance management, providing employee benefits and much more.

To reduce the manual workload of these administrative activities, organisations have started to automate many of these processes by introducing specialized Human Resource Management Systems.

Salient Features

Effectively combines Human Resource Management (HRM) and Information Technology by merging HR activities and processes with the information technology.

Transforms HR functions into a strategic-level function and key contributor to an organisation's success.

Manages human resources in an effective way, which is crucial in order to meet the organisation's business goals and objectives

Master Level Data Configuration

Employee Information Management: Employee management or employee information maintenance is one of the key functions of HRM solution. Employee related information, such as personal details, contact details, previous job experience and gratuity or PF nomination details, and so on, are saved as employee records in the solution. This forms as a central repository for all employee information either personal or company specific, which enables the administrator to manage and use it as and when required. This feature also helps to manage the benefits and incentives given to employees, leave and attendance. transfers, deputation, separations and so on.

Leave and Attendance: Leave and Attendance module is used to configure the leave and attendance policies in the organisation. As per the organisation's leave policies, you can create various leave types, which can be availed by the employees. It also includes functionalities which enable the employee to apply for leaves and leave encashment. Attendance management in an organisation includes maintenance of employee shift roster and shift rotation.

9. Library Management

LibSys is an integrated multiuser library management software, that caters to the needs of an advanced library and information professionals. It provides a tree structure system along with Windows-based OPAC.

It runs on various platforms such as WINDOWS (95/98/NT/2000/XP), UNIX (various flavors), LINUXM, etc. Further, it adheres to standards such as MARC and Z39.50 that makes it suitable for cooperative networking and resource sharing.

The KRMU LibSys systems Modules at a glance:

1. Cataloguing System
2. Circulation System
3. Serial System
4. OPAC System

Cataloguing System

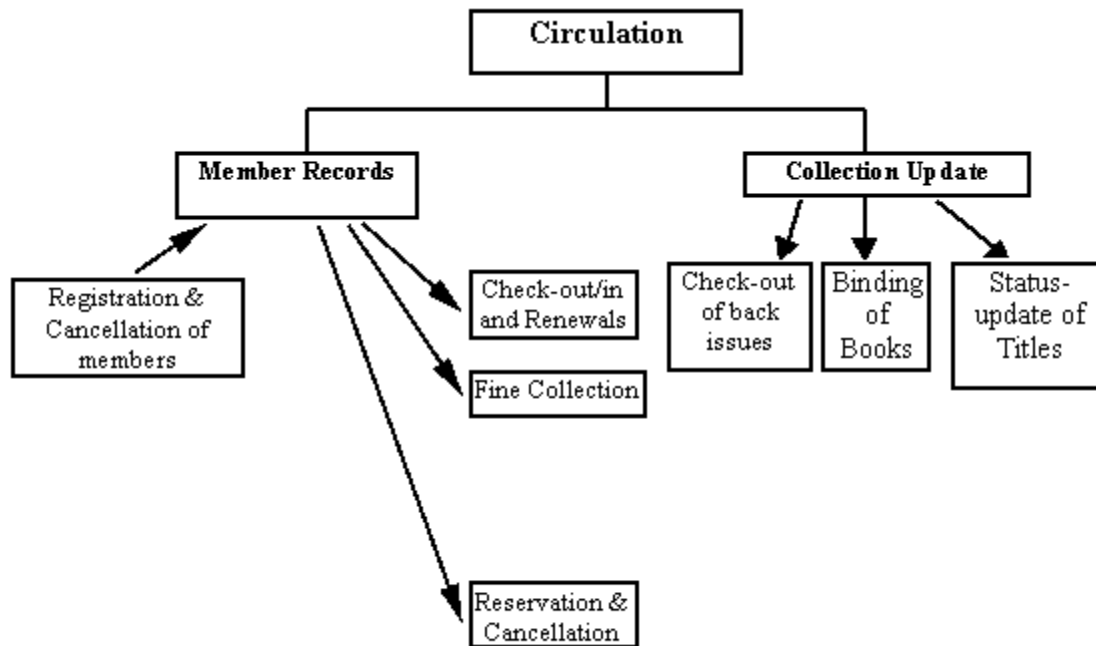
It provides online catalogues in various orders maintained in traditional libraries. Additionally, it makes available instant listings under a variety of searchable fields to suit the requirements of a modern reference centre.

Other than data entry facility, the system has the additional facility to accept data in standard machine-readable formats such as CCF (ISO-2709), MARC (ANSI-Z39.x), etc. This makes import/export of bibliographic data in standard exchange formats possible. The system provides facilities to generate bibliographies, current awareness services and selective dissemination of information (SDI). The bibliographic data can be viewed through OPAC accessible throughout the campus.

- Titles In-Process
- Enter Title
- Update Title
- Update Holdings
- Remove Title
- Subjects Updates
- Titles by Accn No.
- Change Accn No.
- Retrospective Conversion
- Change Type of Document
- Accessioning
- Merge Titles
- Authority File

Circulation System

It maintains up-to-date membership records as well as the latest status of the collection meant for circulation. It facilitates printing of bar-coded ID cards, along with an optional facility to attach member's photograph. It performs all the functions related to circulation, providing suitable checks at every stage. It also takes care of infrequent but routine functions such as bindery record management, books on display in the library, latest additions to the library, etc.



The first thing to do before starting the Circulation process is to set up some parameters regarding the members, their check-outs, member category, subjects of SDI, reasons for cancellation of membership or declaring a member delinquent, etc. Following are the functions of the Circulation System:

- Member Records
- Collection Updates
- Front Desk Operations
- Reservation
- Recall/Follow-up
- Enquiries
- Reports
- System Setup
- House Keeping
- Serials circulation
- Fine collection
- Management Reporting
- Member History
- Online Searches

Serial System

It provides control of subscription of periodicals and subsequent monitoring of the scheduled arrival of individual issues. It maintains records of the budget sanctioned for serials under different categories, amounts spent, thus providing complete budgetary control. It also handles serials which are received gratis or in exchange.

The help contents detail the procedure for using the Serial System of LibSys. It covers the following:

- SUBSCRIPTION
- ISSUES MANAGEMENT
- ARTICLES INDEXING
- RECORD KEEPING
- ENQUIRIES
- REPORTS
- SYSTEM SET-UP
- HOUSE-KEEPING
- STOCK VERIFICATION
- CIRCULATION
- UNION CATALOGUE
- ONLINE SEARCHES

ONLINE PUBLIC ACCESS CATALOGUE (OPAC)

As the acronym suggests, it provides an Online Public Access Catalogue. The bibliographic databases can be accessed with printed indexes. The system includes a word-based search facility using Boolean operators that can narrow down a search to meet very specific needs. Additional features of this system are:

- Periodic listing of recent additions to the library;
- Member can check their borrowing history;
- Members can find the materials checked-out to them; and
- Reserve materials that are currently in circulation.

The patrons in the library can search the bibliographic database and find specific information online. The search facility also appraises the user about the availability of each item for circulation, including current status of individual copies of a title and reserve status. The scope of these services includes:

Online Catalogues: The following catalogues are available online:

- Title Catalogue
- Author Catalogue
- Subject Catalogue
- Classified Catalogue
- KWIC Index
- Publisher

- Place of Publication
 - Boolean Searches: The boolean searches can be made on words from any of the bibliographic fields. The use of the logical connectors 'OR', 'AND' and 'AND NOT' is allowed. The search is facilitated by using:
 - Truncation
 - Use of parentheses
 - Proximity connectors (same as provided by 'DIALOG')
 - There is option to conduct searches on specified bibliographic fields or on all the fields. The search can be limited by specific publishing period or/and document type. The search results may either be viewed on screen or printed or saved.
 - Current Serials: To provide online information on holdings of current serials including recent issues received.
 - Recent Additions: To make available new additions to the library, to the patrons.
 - Electronic Mail: To generate E-mail for various notices, SDI, circulars, etc.
 - Multiple Databases: To support the definition of multiple databases based on types of documents for searching in OPAC.
 - Images/Full text Retrievals: Images of full text or specific portion of a document can be browsed in multi-windows interface.
 - Other services from OPAC Client: Updating subject interest profile for SDI by users themselves; request for acquisition of a document; while browsing / searching various catalogues, facility to develop request online for putting a specific title on reserve, etc.
-