

# **SRINIVAS UNIVERSITY**

# **6.2.2** Institution Implements e-governance in its operations

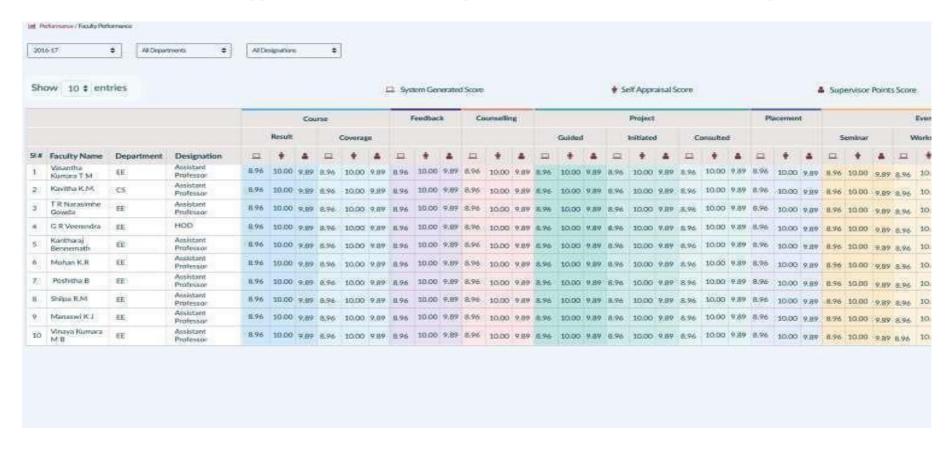
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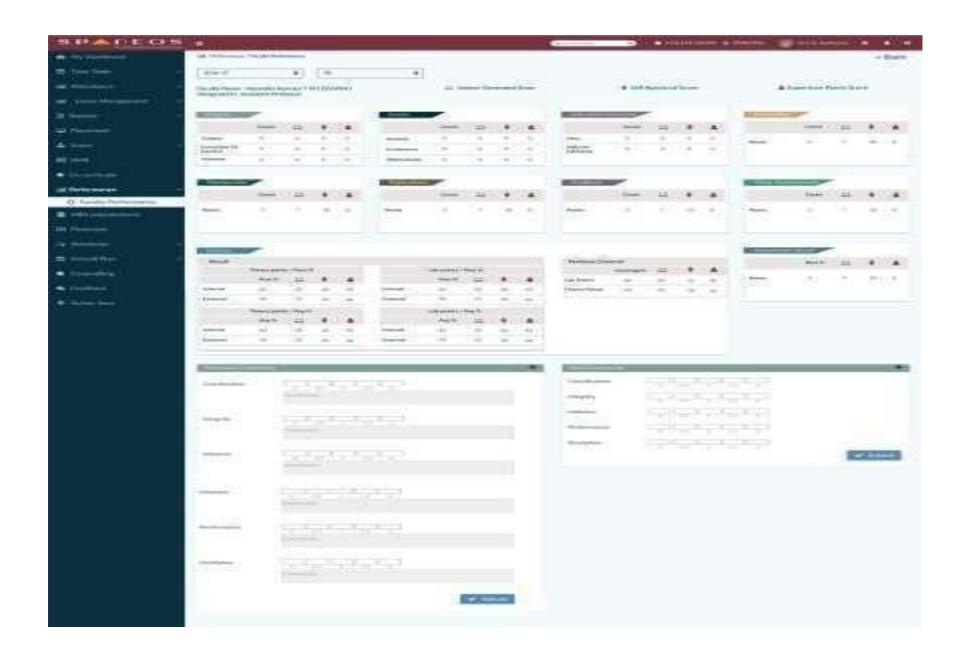
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# 1.Administration – Faculty Performance Appraisal

### **Faculty Appraisal Management System**

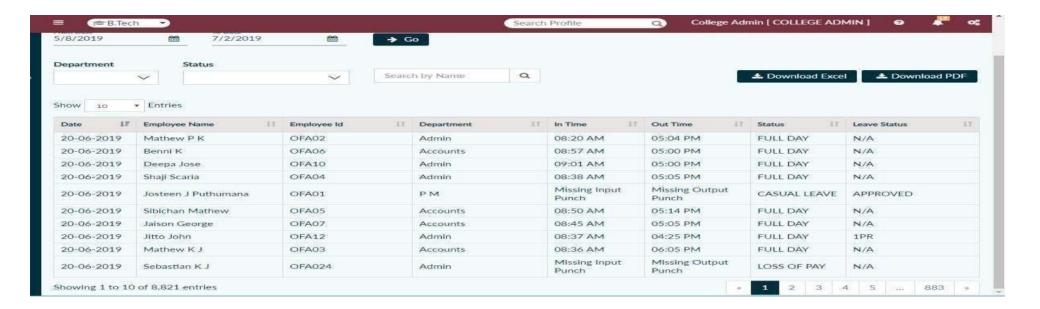
The faculty performance appraisal module provides comprehensive and real-time scores for every individual to monitor their own performance. With over 25 attributes on which every faculty can be measured, the institute canconfigure the system differently at an individual level. Authorities can view real-time reports such compliance of alldaily activities by every faculty and others. The system provides multiple scores for every faculty using which appraisal, salary revision and promotions become hassle free and transparent.





# **Administration – Leave Management System & Biometric**

Leave Management System The extensive and generic Leave Management system allows the institute to create and specify rules for any type of leave for every category of employee. Leave approval flow too can be configured based on the rules defined by the institute. Faculties going on leave can transfer their classes to other faculties who are free. With an add-on option to integrate with an existing biometric attendance system, employee leave report for salary processing can be obtained with a click of a button.



# **Complaint Management**

# Dhi features - 5

Grievance Management System	The grievance management system allows students and others to post grievances anonymously about any pre-defined topic. Specific employees can be configured to handle grievances of specific topics and resolutions can be updated.		
Hostel	The integrated hostel module provides complete overview of the facilities provided in every room of every hostel. Once configured, rooms can either be manually allotted or automatically allotted to students on a first come first basis. Mess bill calculation, fines and student's service request are some of the key features. Gate pass for students wishing to out of the hostel on holidays and vacations can be configured based on the needs of the institute.		
Alerts/Notifications & Notice Board	Across the system, notification and alerts can be sent via 3 ways. Push notifications, SMS and emails. A separate Open Notice Board for institute/department level communications is available in every role's dashboard.		
Reports	More than 40 reports are generated at real time. Course-file for teaching faculties being one among them, contains every academic information from start to finish of the term for all subjects the faculties handle. The file contains the complete Lesson plan, TT, CO-PO mapping, feedback reports, IA scores and averages of all students etc.		

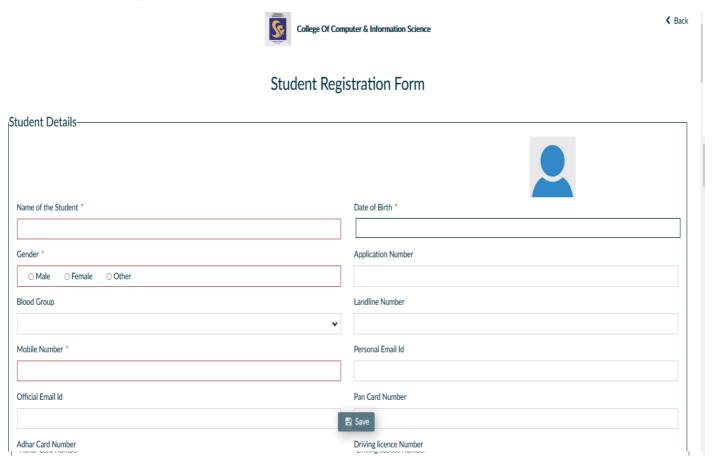
# 2. Finance – Fee collection & Tracking

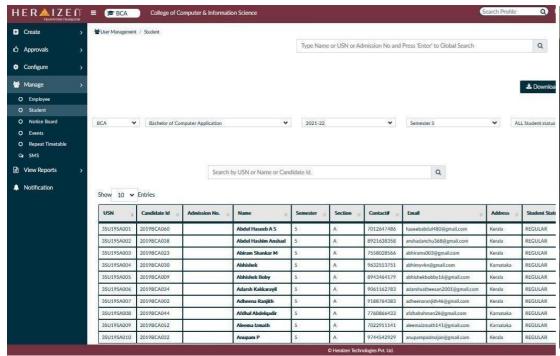
The integrated fee module can be used to track every single transaction of every student of every term. Intensive reports on the dashboard will help the accounts department to track fees, scholarship etc. irrespective of the mode of payment. Fee structure and fee receipt templates can be configured based on the institute's needs. Reminders can be sent to students/parents regarding the payment of fees with a click of a button. Defaulters report can be generated atany point. The generic design of the module makes it easy to integrate with any payment gateway with little effort. Offline integration with tally can be done for financial data.

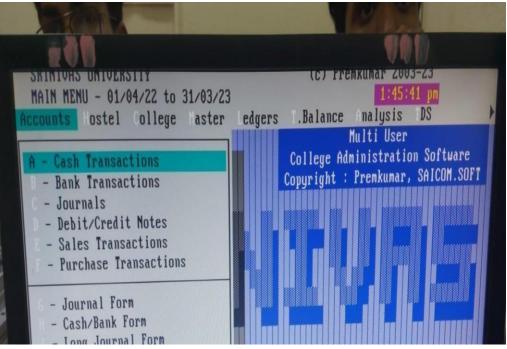


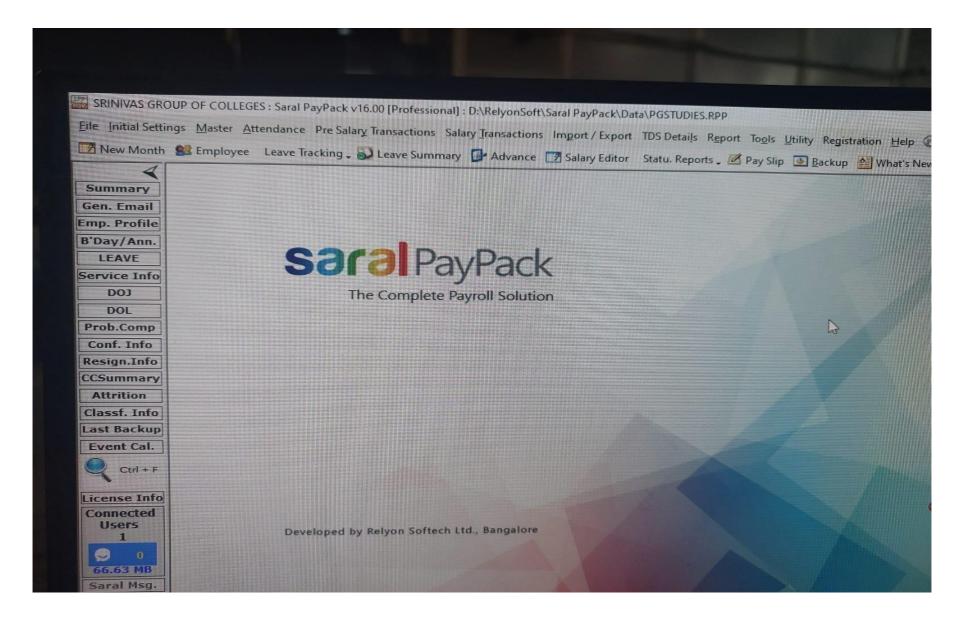
# 3.Student Admission and Registration

**Registration & Profile**Student can Registration form to register in the system using a link provided to them. Student profile management where there isoption to edit any details later and the details of the student also can be downloaded.



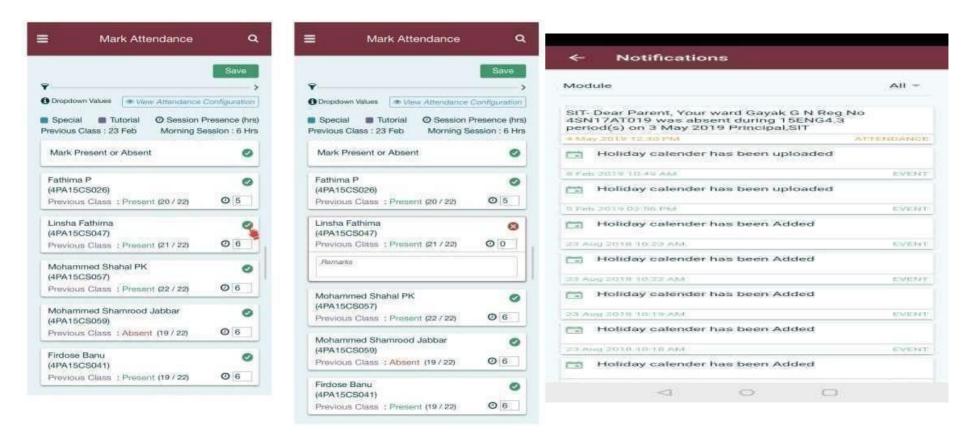






## **Academic Features – Attendance**

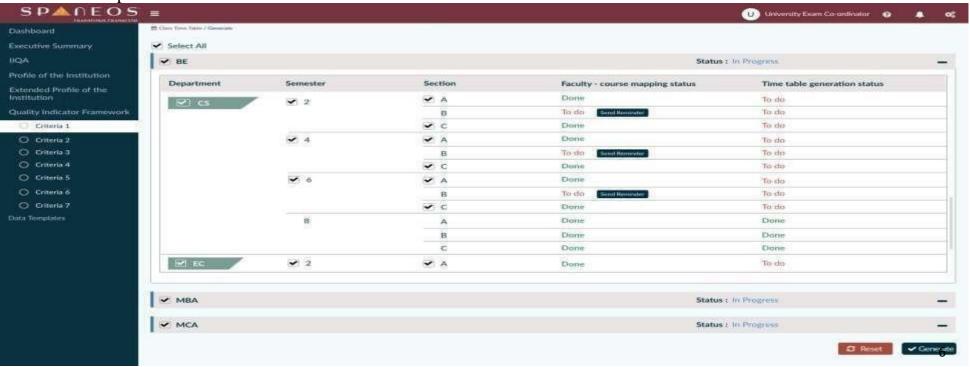
Attendance Marking of attendance, communicating to parents through SMS, Push Notifications and Emails from time to time, viewing different reports and providing attendance for students attending college approved events. All these can be done with a click of a button. Attendance can also be linked or de-linked with Lesson Plan.



## **Academic Features – Time Table**

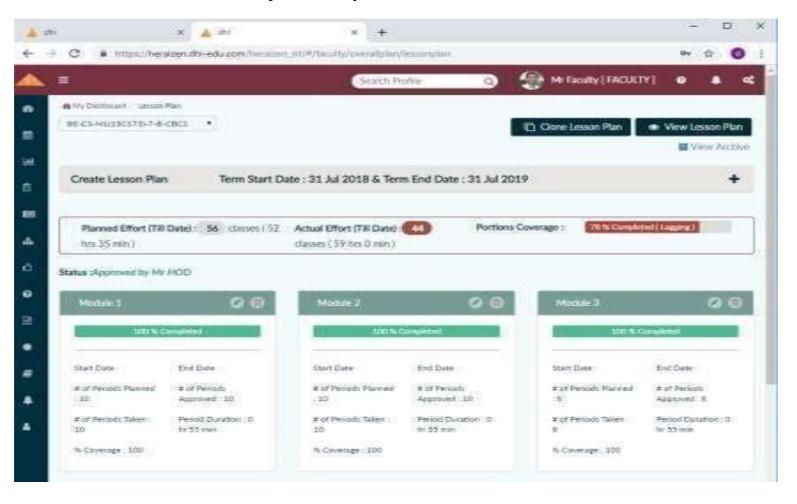
#### Time Table Generation

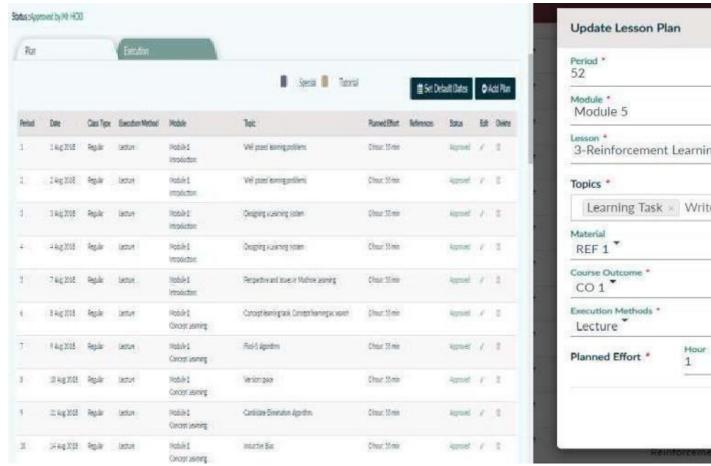
Time Table can be uploaded to the system in two methods. If the TT is already created and available, it can simply be uploaded using a specific template or the In-Built Time Table generator can create the Time Table for the entire institution within a few minutes by providing the constraints. Once created, TT can be viewed either day-wise or date-wise with edit option in both views.

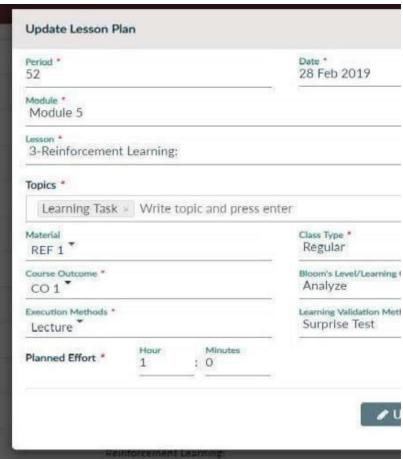


### **Academic Features – Lesson Plan**

Creating of lesson plan at the beginning of the term can be tedious task. The in-built lesson plan generator can create a day-wise plan for every course with a click of a button. This will be in line with the syllabus prescribed by the governing university considering the time table and calendar of events along with the holiday calendar. It can then be edited by the faculty to fit their needs. Once approved, lesson plans will be visible to all stake holders. Therefore, keeping everyone updated and informed. Lesson plan can also be linked or de-linked with Time Table. Lesson plan directly contributes to criteria 2 of NBA.

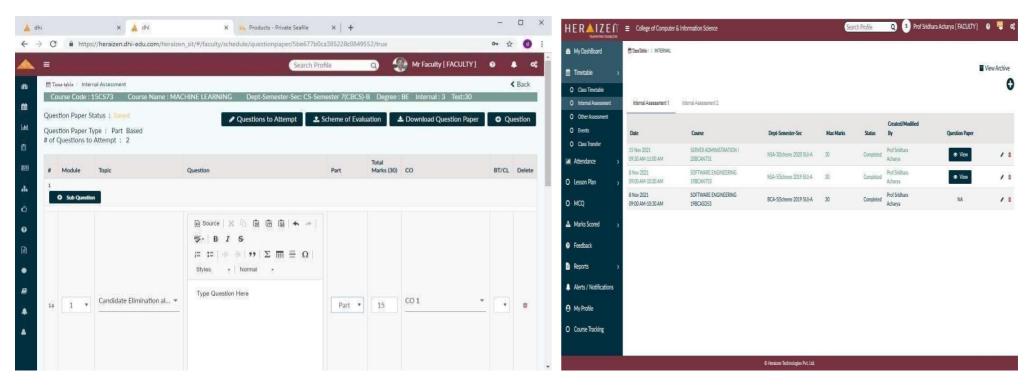


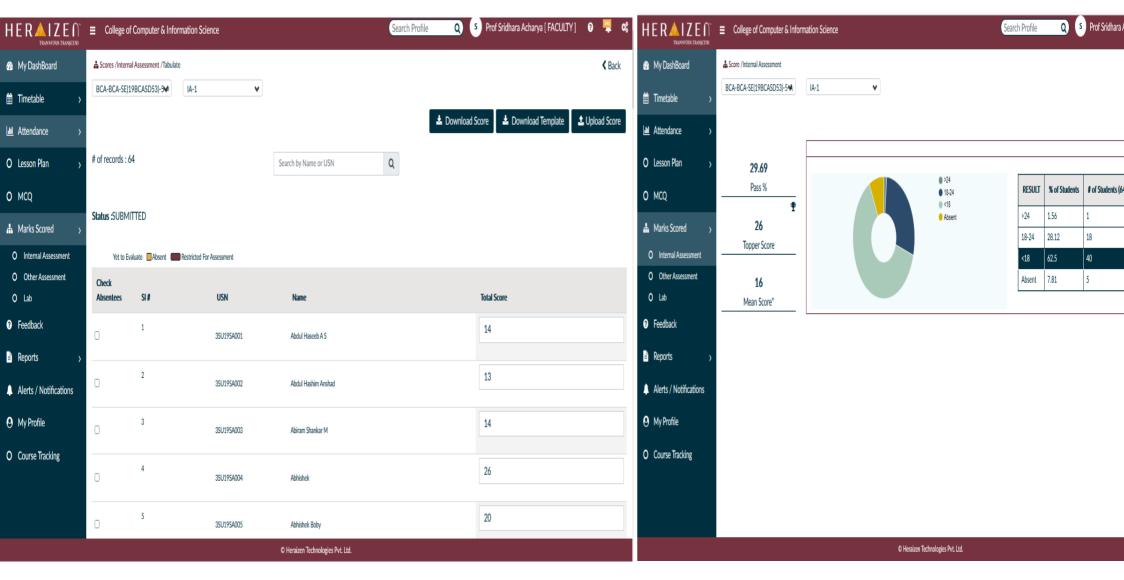




## **Academic Features – Internal Assessment and Tabulation**

**Internal Assessment** From creation of Question papers, getting approvals from internal committees, downloading in the required format, tabulating marks at question level for each student, etc. all these activities which are required for CO attainment calculation can be done easily and quickly along with graphical analysis of results. Other assessments like quiz, unit test, etc. can be published as additional learning evaluation methods. IA can be configured to suit the needs of the institute. IA directly contributes to criteria 3 of NBA.

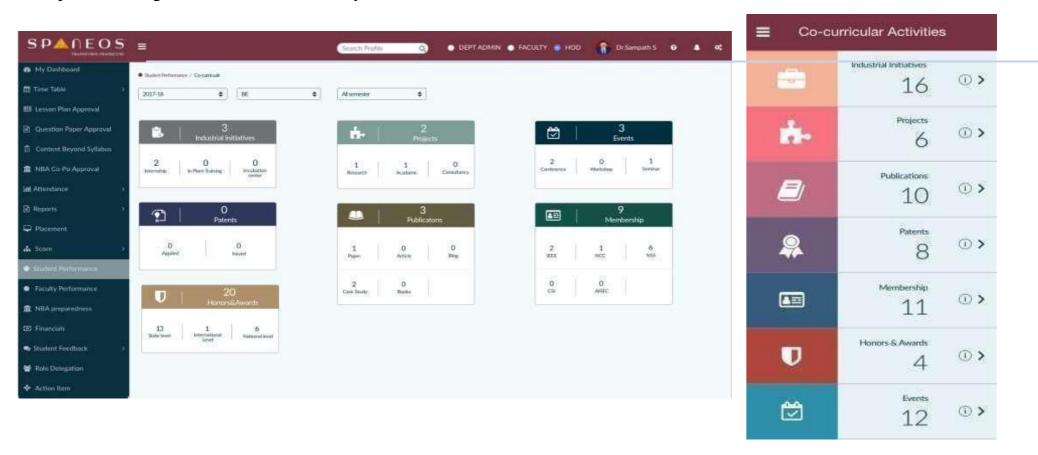




### **Academic Features – Cocurricular Activities**

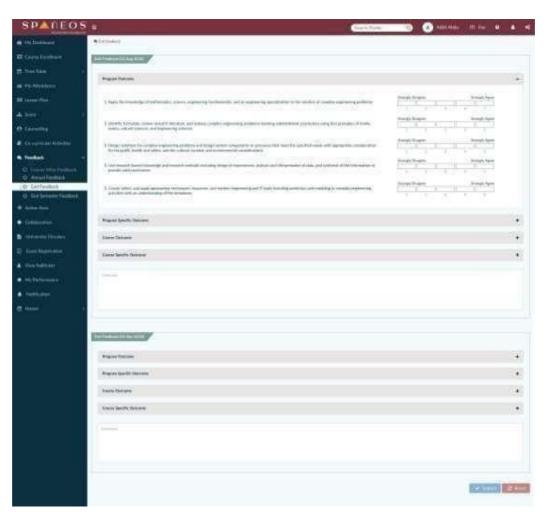
**Co-curricular Activities** 

Different types of activities such as events (workshop, seminar, conference), projects, industrial interaction (Signing MOU, Lab setups, student visits), Publications, patents, awards, Memberships can be added and tracked. Reports can be generated. All these directly contribute to criteria 5 of NBA.



# **Academic Features – Student feedback**

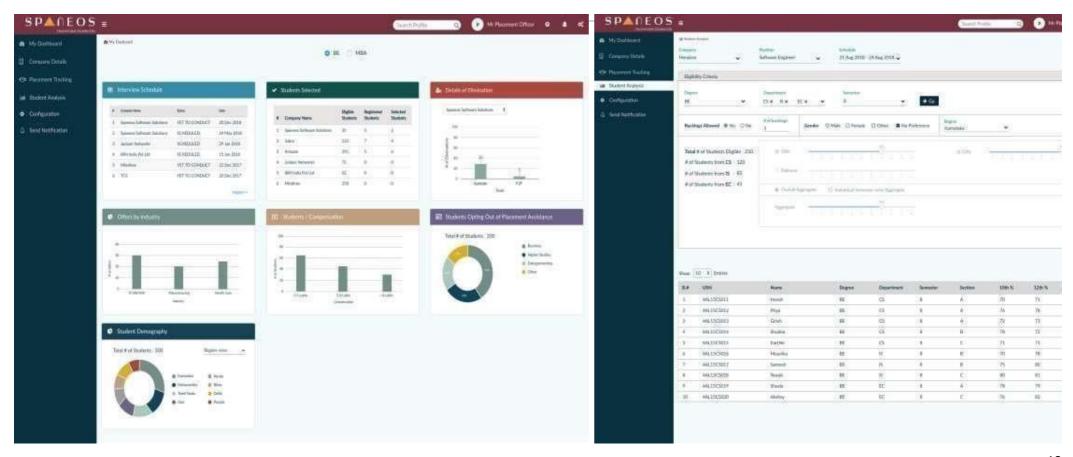
**Feedback** Be it a course level feedback or a feedback on infrastructure of the institute, the system allows the institute to configure any kind of feedback with custom categories, questions, feedback scale and the flexibility to trigger it for a fixed time frame. Student can also provide feedback anonymously. Feedback contributes to criteria 3 of NBA.





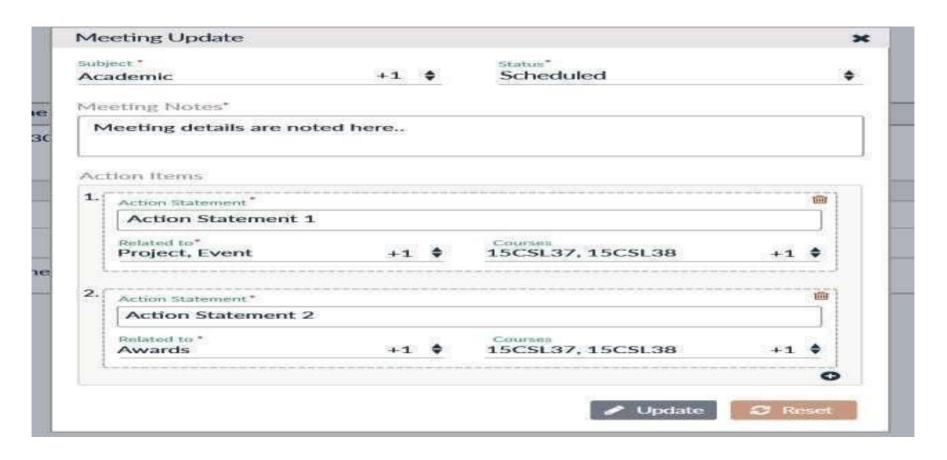
### **Academic Features – Placement**

**Placement** Starting from downloading the eligibility list based on the criteria set by the visiting company in an excel that can be sent to the HR of the company to track student's performance in every round of interview to sending notifications and more. The integrated placement module can relieve most of the administrative tasks allowing the placement department to concentrate on bringing in more opportunities for the students. Placement results contribute to criteria 5 of NBA.



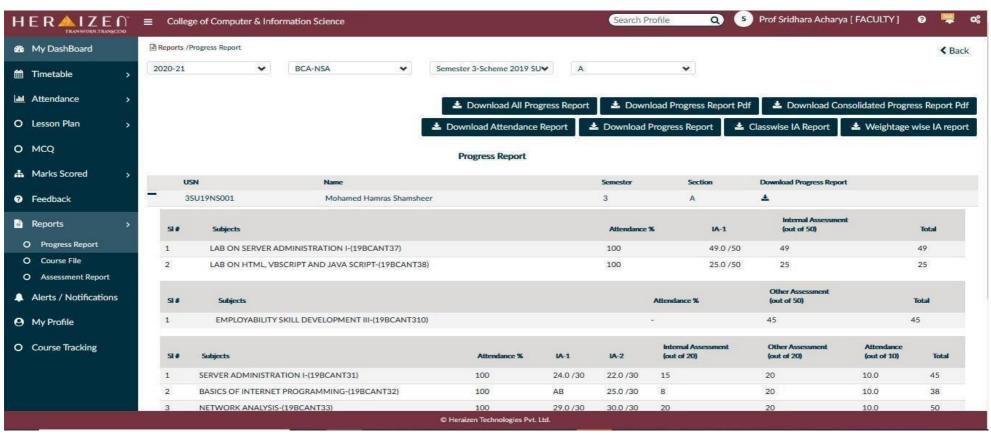
# **Academic Features – Counselling**

Counselling Faculty student relationship is a key factor for students to performwell. This can be achieved through the counselling program. The software allows for mapping of specific number of students to a faculty for all mentoring purposes. Mentors can then schedule meetings with students on specific topics and update progress for future reference.



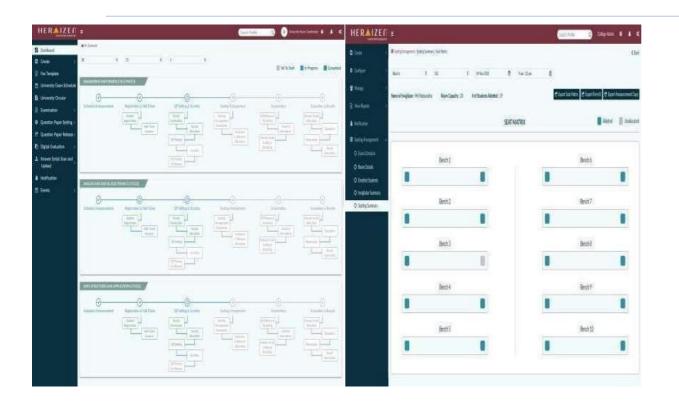
# **Academic Features – Progress Report**

**Progress Report** Progress Report can be downloaded class wise in a form of pdf or excel or it can be even downloaded at student level where it gives the result of each student aggregate marks calculated as per configuration done by the Department.



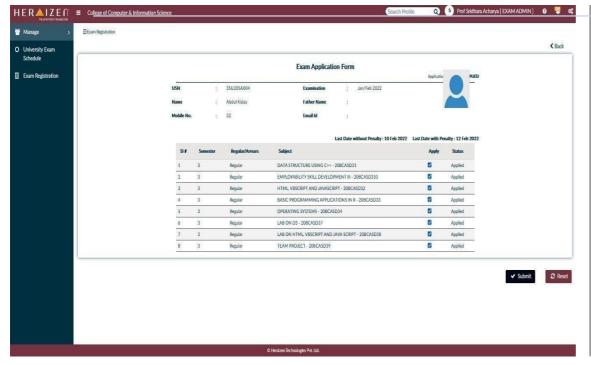
## **4.Examination Features**

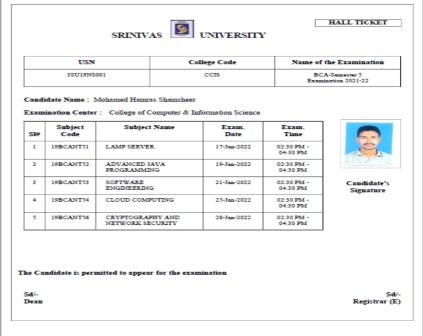
**Examination Module**Be it an affiliated institute, an autonomous college or a private university. The integrated examination module comprehensively covers every step of conducting an exam. Processing the student eligibility list based criterion configured by the institute, allowing students to register for exams, issuing of hall tickets, setting and scrutinization of multiple question papers, automatically generate seating arrangements and invigilator allocation, capturing student attendance, answer script packeting, evaluation and moderation, tabulation and automatically calculating results based onthe rules of the university/institute, our system will reduce administrative work to large extent making conduction of examinations easy and efficient



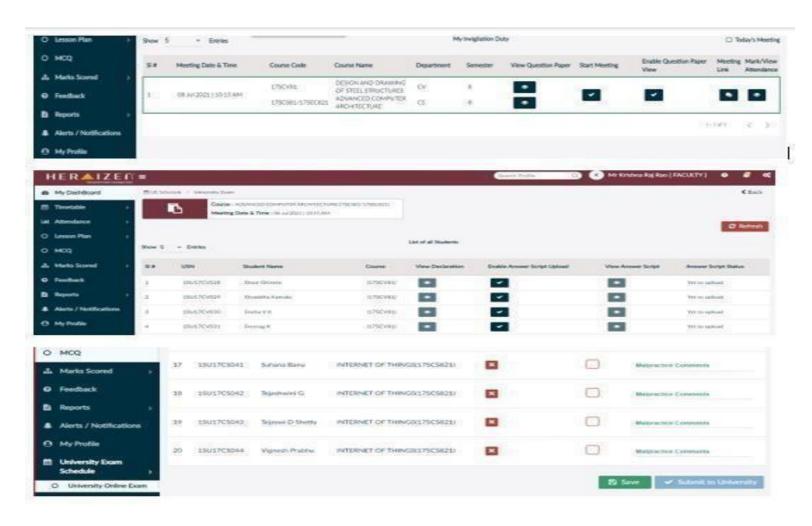


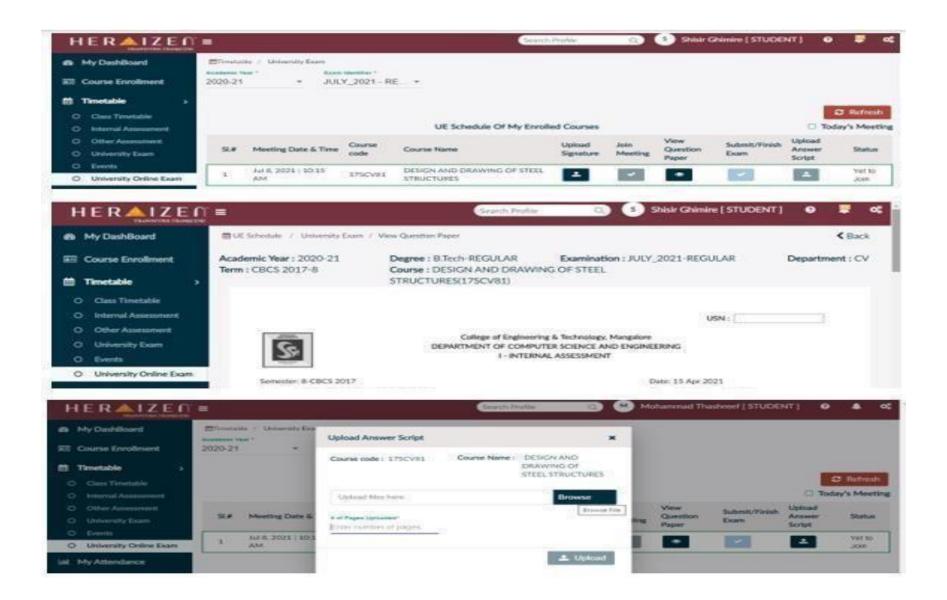
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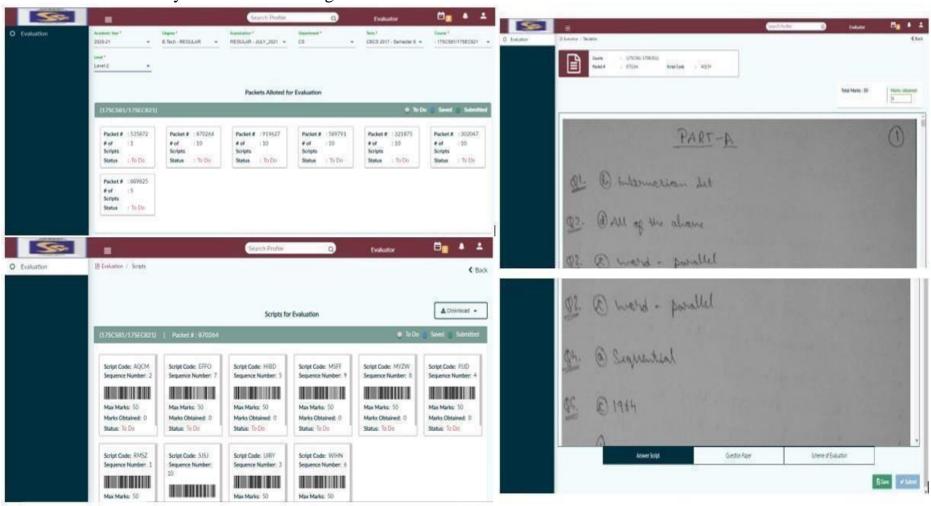
**Online Exam** Provision to conduct online exam which can be integrated with platforms like Zoom, Moxtra for video monitoring purpose. Students start the exam by uploading the declaration, views the QP and upload the answer scripts, while invigilator enables QP view to the students and enables the Answer script upload and approves the Answer script and at the marks the student attendance.



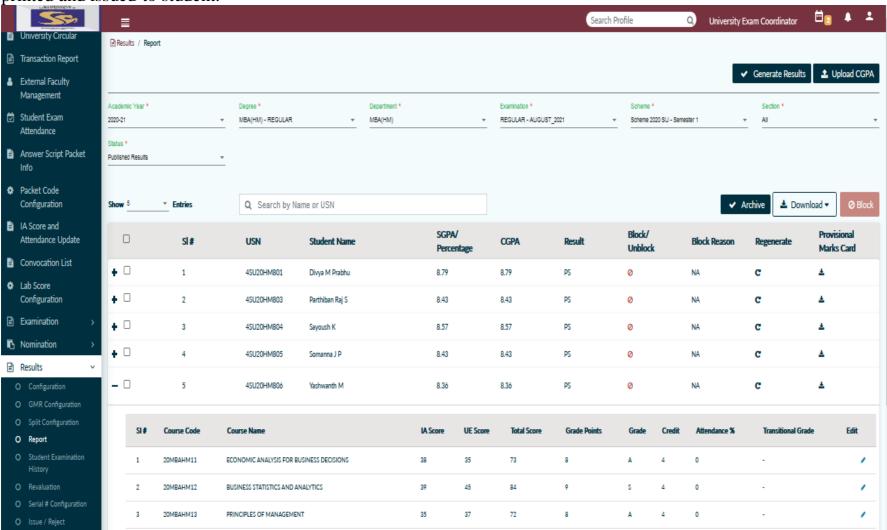


### **Digital Evaluation**

Nominated Evaluator will evaluate the scripts. This scripts are available in the packets and tabulates the marks. Each scripts are coded automatically based on the configuration.



**Result Publish** University Exam Coordinator will generate and publish the result after the completion of the evaluation. The result can view student login and provisional marks card can be downloaded. Finally Grade card can be downloaded, printed and issued to student.





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#### GRADE REPORT

Branch/Specialization: Bachelor of Hotel Management & Semester: VIII
Catering Technology

Month & Year of Exam: August 2021

Cumulative Grade Point Average (CGPA)

Sr. No.	Subject Code	Courses Registered	Credits	Grade	Grade Point	
1	17/9054/91	CULDIARY MANAGEMENT		5	9.0	
2	17/HM4/82	HOSPITALITY MARKETING - VIII		.0	10.0	
3	17/8564/83	HUMAN RESOURCE MANAGEMENT	+	- 5	9.0	
4	17/90564/84	ENTREPRENEURINE DEVELOPMENT A BUSDIESS STRATEGIES	*	0	10.0	
38	17/8M4/85C	CULDIARY MANAGEMENT PRACTICAL	2	c	6.0	
6	17/8564/86	MINI PROJECT IN THE AREA OF SPECIALIZATION	*	D	5.0	
emester R	evult		Par	15	701	
mester Grade Point Average (SGPA)		r (SGPA)	8.08			