



ERP & STUDENTS LIFECYCLE MANAGEMENT

Scope

To define the features and functions of the ERP system together with SLCM function for the control and management. The main digital transformation is done for Students enrollment, Academic management, Learning management control, Service administration, Examination, Hostel Management, Transport management, Notification and alerts. The main objective of the system is to provide a non biased and controlled Academic improvements. And inter maintain the governance and Segregation of duty to meeting the fast changing academic environment.

Background

SGT ERP has been in being developed progressively form 2015 onward. It was developed by a local vendor based in Gurgaon, as identified by then SGT management team.

Development of the ERP has happened module-wise as per the requirements shared by different user groups and Functional experts, at different points of time, without having a holistic view of the academic or administrative processes. Due to this fact log of challenges was being met with and overcome due to the extensive customization and corrections required to meeting the regulatory compliance.

However, with time and as per the direction of the SGT Management, improvisations and customization of all the modules happened. There is a good amount of time spent by various entities and experts to improve this application and to reach to today's level of maturity.

Today, entire student engagement is through the ERP, Student Admission, Fee Payment, Course, Semester & Batch allocation, Class Attendance, Time-table, Date-sheet, Marks Entry, Result Declaration, Promotion to the higher semester, Student Certification etc. all is managed through ERP System.

List of different modules which are in the ERP are depicted in this document with a brief about their functionality.

Student Related Functionality in ERP

The life journey of a prospective student starts from CRM application as a Lead. The respective Tele-counselor/faculty group counselor/face to face counselor will work as the front end counseling partner to the engaging the lead to correct academic course details and path. As per the consultation if the lead decides to proceed with enrolment for academic process, will start with online purchase the prospectus of the courses they would like to join. Once the prospectus is purchased, student is allocated a unique form number by the ERP system. Next step would be that the student submits the documents required for taking the admission. Based on the documents submitted, a student is provided a provisional registration number by the system till he/she submits the semester fee for the course for which admission is granted. Once the semester Fee is received, provisional student becomes the regular student of the university. Each student will have a unique Registration number which will be the identity for the Students life cycle.

STUDENT SECTION

1. PROSPECTUS SALE – An aspiring student has to purchase soft copy of the prospectus from the system after submitting the enquiry form. This is mandatory. Multiple courses prospective can be purchased.



2. UPLOAD SCANNED DOCUMENTS – Aspiring student after the prospectus purchase, uploads necessary documents for the registration purpose.
3. STUDENT REGISTRATION – Provisional Registration Number is generated till the student submits the semester Fee for which he is granted the admission.
4. SEMESTER ALLOCATION & SUBJECT ALLOCATION – Students is allotted the semester and the subjects as per the request of the student at the time of admission.
5. IDENTITY CARD GENERATION AND PRINTING – This is mandatory for all students.
6. BATCH ASSIGNMENT – Student is assigned a Batch.
7. ATTENDANCE REGISTER – student class attendance is captured by the faculty who is assigned the batch.
8. STUDENTS PROMOTION – Students is promoted to the next semester as per the academic process.
9. CHANGE COURSE – students submit the request which systems notifies to the approving authority. Approval workflow is used by the system for approval processes.
10. GRIEVANCE – Student can send his/her grievance to the relevant department to get the resolution.
11. ACADEMIC CALENDAR – Is published for the students by the authorized person.
12. LECTURE SCHEDULE – For a semester within a course is published in the system.
13. HOLIDAY'S – Holiday List is made available for the students in the system.
14. MANAGE LEAVE & LEAVE REQUEST – This is student leave management module.
15. ASSIGNMENT – Students can submit their assignments here.
16. CONTENT LIBRARY – This is a module for concerned role holder / faculty to upload pdf books for students to read.

STUDENT ACCOUNTING

This section allow student to submit their semester fee online or at the respective Fee counter. Based on the selection criteria, some can be entitled for scholarship also. Students, who want to withdraw from their course are given the Fee refund as per the policy. Similarly, at the time of certification, no dues etc. facility is also provided by the system. Various modules which are enabling all student Fee related functionality are,

17. FEE TEMPLATES
18. FEE HEADS
19. FEE SUBMISSION
20. LATE FEE
21. RECONCILITATION
22. UPLOAD SCHOLARSHIP/WAIVER LIST
23. APPROVED WAIVER



24. APPROVED SCHOLARSHIP
25. FEE REFUND
26. HOSTEL FULL AND FINAL
27. FULL AND FINAL
28. NO DUES

STUDENT EXAMINATION

As a part of the learning management for the specific course /program the system is having features of vetting the eligibility of student to pursue to respective subject exam for earning necessary credits /Marks/ Grades. System is enabled to make the system settings for the examination at the beginning of an academic cycle. According to the Exams conducted by the COE, the respective student is awarded attendance and marks as per the evaluation control mechanism. All data pertaining the marks awarding,attendance,examiner,evaluation, result publishing.etc. are processed via ERP system . According to the system setup of passing criteria and Grace control the system automatically calculates the Result sheets. The major functionality enabled in system for various control of Examination module are defined as below.

29. EXAMINATION SCHEME – system calculates weightage for different types of tests (theory & Practical) based on the examination scheme put by the concerned authority in the system.
30. EXAMS FEE
31. GRADE MASTER
32. EXAMINATION SCHEDULE&DATE SHEET
33. EXAMINATION FORM
34. STUDENT ELIGIBILITY CRITERIA
35. EXAM ATTENDANCE
36. ASSIGN EXAMINER
37. ASSIGN EVALUATOR
38. AWARD ENTRY(EXAMINER)
39. AWARD ENTRY(FACULTY)
40. RESULTS
 1. RESULT REMARKS
 2. SECRET CODE REPORT
 3. PASS PERCENTAGE REPORT
 4. DATE SHEET REPORT
 5. ADHOC GRACE
 6. SIMPLE GRACE
 7. RESULT REVALUATION APPROVAL
 8. EXAMINATION CONTROLLER SIGNATURE
 9. PRINTING AND SCANNING
 - Degree Printing
 - DMC Printing
 - Records
 - Result Sheet Report
 - Result Gazette

STUDENT HOSTEL MANAGEMENT



As a part of facility services provided to students there is on campus residing. System is enabled to accept request from the students who want to avail the hostel facility, approve the request and grant them the facility. Once the student is provided the hostel, his fee head automatically takes the hostel fee charges in the student account. Various functionalities which manage the complete hostel system are,

41. HOSTEL
42. ROOMS
43. STUDENT ROOM REQUEST
44. HOSTEL REQUEST APPROVAL
45. HOSTEL ALLOTMENT
46. HOSTEL ALLOTMENT APPROVAL
47. ROOM ALLOTMENT
48. ROOM TRANSFER MOVEMENT
49. HOSTEL MOVEMENT INFO
50. METER READING
51. MESS VOUCHERS
52. MESS STAFF ATTENDANCE
53. ACTIVITY MASTER
54. HOSTEL LOCAL STORE
55. HOSTEL STORE TRANSACTIONAL
56. HOSTEL ATTENDANCE
57. MESS MANAGEMENT
58. Manual Attendance
59. Voucher Based Attendance
60. Barcode Attendance
61. STUDENT TRACKING
62. ALERT HOSTEL USER
63. ROOM TRANSPORT CHARGES
64. HOSTEL CHARGES
65. HOSTEL SURRENDER REQUEST
66. REQUEST GATE PASS
67. GATE PASS REQUEST
68. SECURITY GATE PASS
69. STUDENT BALANCE TRACKING
70. APPROVE SURRENDER REQUEST

STUDENT TRANSPORT

Similar like hostel as a facility service, students have the possibility to opt for Transport servicers. System is enabled to accept request from the students who want to avail the transport facility, approve the request and grant them the facility. Once the student is provided the transport, his fee head automatically takes the transport fee charges in the student account. Various functionalities which manage the complete transport system are listed as below

71. MANAGE ROUTE
72. MANAGE STATION
73. ROUTE AND STATION
74. MANAGE VEHICLE CATEGORY
75. MANAGE VEHICLE
76. ASSIGN VEHICLE
77. MANAGE SCHEDULE
78. VEHICLE READING



79. EXPENSE CATEGORY
80. MANAGE EXPENSE
81. ASSIGN TRANSPORT TO STUDENT
82. BUS PASS & EXPIRY
83. MANAGE VEHICLE MAINTENANCE
84. MANAGE AMBULANCE TYPE
85. MANAGE AMBULANCE BOOKING
86. MANAGE GARAGE
87. MANAGE MAINTENANCE REMINDERS
88. ONLINE BOOKING FORM
89. ALERT USER
90. APPROVE TRANSPORT REQUEST
91. ALLOT VEHICLE
92. TRANSPORT SURRENDER REQUEST
93. FINE
94. TRANSPORT BALANCE TRACKING

ACADEMICS

The Academic Management facilitates to setup the students learning / progression to a specific course or program with proper course structure setup. This module manages course, subjects, session and faculty. Various functionalities provided in this module are,

1. MANAGE FACULTY
2. MANAGE COURSE
3. MANAGE SESSION
4. MANAGE SUBJECTS
5. ASSIGN SUBJECTS
6. MANAGE SUBJECT SUB PARTS

OTHER SETTINGS

7. MANAGE EMAIL TEMPLATES
8. MANAGE FEEDBACK TEMPLATES

EMPLOYEE

All the Employee of the university is being created in ERP which is not for the payroll purpose. Purpose of this module is to manage housekeeping vendor and its employees, and also to provide transport facilities to the regular employees. It does not have any other functionality for the human resource management. This employee master is used to activate the access permission for access to various application and systems

1. EMPLOYEE
2. HOUSE KEEPING
 - House Keeping Vendor
 - House Keeping Employee
 - Housekeeping Employee Attendance
 - Monthly Attendance Report
3. IDENTITY CARD



4. REGISTRAR SIGNATURE
5. MEETING SCHEDULE
6. ASSIGN TRANSPORT TO EMPLOYEE
7. EMPLOYEE TRANSPORT DETAILS
8. APPROVE TRANSPORT FOR EMPLOYEE

Supply chain management

The complete procurement process for the different sub entity under the umbrella of entity is being routed through the SCM Module. The inventory management system, Lean warehouse management, procurement of the material. Control of release process, including source and negotiation process are conducted through the module. Main the warehouse of Dental, General, mess are handled via SCM module.

1. VENDOR MANAGEMENT
2. MEASUREMENT UNIT
3. CONVERSION UNIT
4. ITEM CATEGORY
5. STORE ROOM
6. STORE EMPLOYEE
7. TAX MASTER
8. ITEM MASTER
9. INVENTORY
10. MATERIAL REQUEST
11. ISSUE AND RETURN
12. INDENT REQUEST
13. PURCHASE ORDER
14. RECEIVING
15. INVOICE
16. ITEM TRANSFER
17. APPROVE TRANSFER REQUEST
18. ITEM TRANSFER HISTORY

USER SECURITY

The main purpose of this module is for the segregation of duty and access controlling on different module. The user permissions are created and updated with roles creation against each function /feature of the system

1. MANAGE GROUP
2. MANAGE PERMISSION

REPORTS

There are multiple reports created in system for the purpose of management control, Review and analysis. According to legal compliance requirement ad hoc reports are incorporated to system. As per the Academic development plan and the compliance requirement the extension of report will be added in. The below standard reports are already provisioned in the system for analytical support and controlling.

1. Provisional Registrations
2. Seat Booking Report
3. Refund of Seat Booking



4. Online Interested Candidates
5. Registration Date Wise
6. Registration Status
7. Students Details
8. Domicile
9. Withdrawal Student Report
10. Archived Provisional Registration
11. Student Attendance Report
12. Alumni Report
13. Student Educational Details Report
14. Document Upload Report
15. Active Students
16. CBCS Report
17. Student Attendance Report
18. Internship Report
19. MASS MAILING REPORT
20. Feedback Reports
21. No Due Request Report
22. No Due Department Report

EXAMINATION REPORTS

1. Student Overall Result
2. Student Result (Tri/Semester/Year)
3. Students Results IA
4. Faculty IA Not Updated
5. Student Exam Form Report
6. Signature Chart list
7. Course Wise Subject
8. Late Result Report
9. Examination UGC Report
10. Merit list Report
11. Result Declared Report
12. CBCS Subject Report

ACCOUNT REPORTS

1. Reconciliation Report
2. Daily Transaction Report
3. Scholarship/Waiver Report
4. Student Records
5. Head/Summary wise Report
6. User wise Collection Report
7. Fee Template Report
8. Fee Due invoice
9. Outstanding Report
10. Return/Refund Report
11. Seat Booking Report
12. Total Seat Booking Report
13. Master Report
14. Seat Booking Refund Report
15. Change of Courses Report



16. Prospectus Sale
17. Prospectus Sale Difference
18. Advance Fee Report
19. Hostel Income Report
20. Transport Income Report
21. Adjustment Report
22. Cancel Receipt Report
23. Received Cheque Report
24. Miscellaneous Report
25. Faculty Outstanding Report
26. Student income Tax/Loan Letter Report

HOSTEL REPORTS

27. Vacant and Allotted Rooms Report
28. Hostel Occupancy Report
29. Hostel Attendance Report
30. Mess Reports
31. Bar-Code Attendance Report
32. Hostel Charges Report
33. Hostel inventory Report
34. Hostel Out Pass Report
35. Room Category Wise Report
36. Continue Hostel Student Report
37. Hostel Availing Report
38. Hostel Wise out Pass Report
39. Hostel Occupancy Summary
40. Electricity Changes Report

TRANSPORT REPORT

41. Transport Report
42. Bus Pass for Employee
43. Bus pass for Student
44. Duplicate bus pass report
45. Vehicle report
46. Online booking report
47. Ambulance booking report
48. Ambulance expense Report
49. Vehicle Maintenance Report
50. Bus pass expiry Report
51. Transport charges Report
52. Transport Occupancy Report
53. Transport Projection Report
54. Transport Report
55. Continue Transport Student Report

SCM REPORTS

56. Inventory Reports
57. Issue and Return Report



58. Receiving Report
59. PO Reports
60. Cash Purchase Report
61. Invoice Reports
62. Item Availability
63. Indent Request Report
64. Stock Consumption Report
65. Indent Cycle Report

BUSINESS SUPPORT FUNCTIONS

The ERP application is interfaced with multiple alerting and notification services, which include SMS alerts and Emails alert. Online registration features via web portals. Interface to CRM for lead profile and data collection and reverse mapping for lead to Student status update. Interfaced with Payment gateway for 24 x 7 fee/due/payment process. Online Fee due portal, Vendor registration portal, Gate entry portal are some of the features ongoing.

Summary

The function in ERP is being pragmatically update according the industry standards and academic development. New version will move into NEP, NAAC compliance, Government policy for academic bank of accounts. Ease of use the SCM module and SLCM. ERP system is planned to be the central system with interface to multiple business system to provide data accuracy and compliance too.



E-governance management in E-RP

1) Students Exam from and Eligibility

SGT ERP
Hello!

Dashboard / Report / Examination Reports / Student Exam Form Report

- Dashboard
- Employee
- Update Password
- Students
- Security
- Calendar

Search Students

Session* 2022-2023

Course* Bachelor of Science (Clinical Psychology)

Examination Date* January 2023

Subjects* All

Faculty* Faculty of Behavioural Sciences

Sem/Yr/Tri* 1 Semester

Type* All

Generate Report

Report of the control

Showing page 1 of 14

Student Exam Form Report

Registration No	Exam Form Date	Exam	Name	SemYear	Exam Type	Fee Status	Paper Code	Student Eligibility Status Finance	Student Eligibility Status Dean
201902009	2022-11-09 21:21:46.0	English Communication	AJINIA MOTON	1 Semester	Reappear	Paid	19020105	Eligible	Eligible
201902011	2022-11-14 09:34:01.0	Foundations of Human Behaviour	RACHNA	1 Semester	Reappear	Paid	19020101	Eligible	Eligible
201902044	2022-11-17 12:56:18.0	Developmental Psychology	GURAASIS SINGH SURI	1 Semester	Reappear	Paid	19020103	Eligible	Eligible
201902050	2022-11-15 19:31:26.0	Developmental Psychology	ARON GEORGE	1 Semester	Reappear	Paid	19020103	Eligible	Eligible
201902061	2022-11-17 09:31:13.0	French I	ARYAN	1 Semester	Reappear	Paid	09210108	Eligible	Eligible
211902073	2022-11-17 12:30:38.0	Personality and Behaviour	MERINA JOHNSON	1 Semester	Reappear	Pending	19020102	Eligible	Eligible
221902001	2022-11-11 14:05:44.0	Basic Psychological Processes	ARYAN RAGHAV	1 Semester	Regular	Paid	19020101	Eligible	Eligible
		Personality and Behaviour	ARYAN RAGHAV	1 Semester	Regular	Paid	19020102	Eligible	Eligible
		Practicum Lab-1 Psychological	ARYAN RAGHAV	1 Semester	Regular	Paid	19020103	Eligible	Eligible

2) Daily Collection report for accounting compliance check or system accuracy

SGT ERP
Hello!

Dashboard

- Dashboard
- Employee
- Update Password
- Students
- Security
- Calendar
- Settings
- Reports
- Student Reports
- Account Reports
- Seat Booking Report
- Total Seat Booking Report

Daily Transaction Report

Select Date Range 01/05/2023 - 01/05/2023 Generate Report

Daily Collection Report

Select Date Range 06/05/2023 - 09/05/2023 Generate Report

Fine Collection Report

Select Date Range Generate Report

All Head wise Collection Report

Select Date Range Generate Report



Report outcome of the compliance

Showing page 1 of 10 Go to page:

SGT UNIVERSITY
 SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
 (UGC Approved University) GURGAON, Delhi-NCR

DCR Report(06/05/2023 - 09/05/2023)

S.No	Transaction Date	Receipt No	Reg Num	Name	Father Name	Manual Receipt	Mode	Reference No/Bank Name	Status	Fee Paid Sem/Year	Late Fee	Re-Admission Fee	Fine Waiver	Paid Amount	Remarks	Faculty	Cours
1	06/05/2023	23-24/00000179	-	YASHIKA KHANDELWAL	RAMESH CHANDRA KHANDELWAL		Reverse/UP		Reverse	-	-	-	-	25000.0	Seat booking	Faculty of Physiotherapy	Master of Physiothera
2	06/05/2023	23-24/0134314	210525002	PRERNA SHARMA	RAJESH SHARMA		UPI	349203238168	success	4 Semester	0.0	0.0	0.0	200	LOCKER BROKEN CHARGES	Faculty of Allied Health Sciences	Bachelor of Science (Nl & Dieletics)
3	06/05/2023	23-24/0134315	191426069	USHA KATARIA	VED PRAKASH		Credit/Debit	-	success	8 Semester	0.0	0.0	0.0	30000	TUTION FEE/3026	SGT College of Pharmacy	Bachelor of Pharmacy
4	06/05/2023	23-24/0134316	191426069	USHA KATARIA	VED PRAKASH		UPI	349203509001	success	8 Semester	0.0	0.0	0.0	33000	TUTION FEE	SGT College of Pharmacy	Bachelor of Pharmacy
5	06/05/2023	23-24/0134317	191426069	USHA KATARIA	VED PRAKASH		Cash	-	success	8 Semester	0.0	0.0	0.0	3000	TUTION FEE	SGT College of Pharmacy	Bachelor of Pharmacy
6	06/05/2023	23-24/0134318	180101137	UDEESHA SINGH	ARJUN SINGH		NEFT/RTGS	NEFT_IN_SBIN323 ARJUN SINGH Bank Name:-1769	success	3rd Prof. Part 1 (1 Year)	0.0	0.0	0.0	3000	PART HOSTEL FEE	Faculty of Medicine & Health Sciences	Bachelor of Medicine an Bachelor of Surgery
7	06/05/2023	23-24/0134319	191426106	AKASH	RAJ KUMAR		Cash	-	success	7 Semester	0.0	0.0	0.0	2500	RE APPEAR FEE	SGT College of Pharmacy	Bachelor of Pharmacy

3) Fee Template control

Hello!

Dashboard / Report / Examination Reports / Student Exam Form Report

Manage Fee Templates Report

Report outcome of Fee template released output.

Showing page 1 of 1 Go to page:

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Fee Template Report
Faculty : Faculty of Commerce & Management
Admission Session: 2022-2023

Sr. No	Course Name	SemYear	Tution Fee	Development Charges	Exam Fee	Student Welfare	Workshop Etc	Library Etc	Internet Etc	Uniform Charges	Refundable Security	Alumini Fee	Ac
Bachelor of Business Administration (Hospital Administration)													
1		1 Semester	50500.0	11250.0	2500.0	2750.0	2500.0	2500.0	500.0	8300.0	10000.0	2500.0	
2		2 Semester	50500.0	11250.0	2500.0	2750.0	2500.0	2500.0	500.0	0	0	0	
3		3 Semester	50500.0	11250.0	2500.0	2750.0	2500.0	2500.0	500.0	0	0	0	
4		4 Semester	50500.0	11250.0	2500.0	2750.0	2500.0	2500.0	500.0	0	0	0	
5		5 Semester	50500.0	11250.0	2500.0	2750.0	2500.0	2500.0	500.0	0	0	0	

4) Students Education Control and Compliance.

Hello! S

Dashboard / Report / Student Reports

Student Educational Details



Student Educational Details

Registration No	Name	Father's Name	Course	Contact No	E-Mail ID	School/Institution (10th)	Board/University 10	Maximum Marks of 10th	Marks Obtained of 10th	Place	School/Institution (12th)	Board/University 12
221301001	NINJA NIMASOW	NISHU NIMASOW	Bachelor of Technology (Civil Engineering)	9519078015	ninjanimasaw0584@gmail.com	ST JOHNS SCHOOL,	BSEA	600	324	BALIPARA		
221301002	KUNAL DALAL	NEERAJ DALAL	Bachelor of Technology (Civil Engineering)	8447008397	kunal.kannu83@gmail.com	RAMA BHARTI HIGH SCHOOL,	CBSE	500	367	BAHADURGARH	RAMA BHARTI HIGH SCHOOL,	CBSE
221301003	KHAGESH	ROHIT KUMAR	Bachelor of Technology (Civil Engineering)	9896237800	khageshgupta27@gmail.com	ST. MARY'S CONVENT SCHOOL,	ICSE	500	287	NARWANA	OPEN SCHOOL	BOSSE
221301004	RISHAB KUMAR	RAJIV KUMAR	Bachelor of Technology (Civil Engineering)	9311805465	rajivkumarr05@gmail.com	G A V PUB SCHOOL,	CBSE	500	277	PATAUDA	G A V PUB SCHOOL,	CBSE
221301005	RAHUL SHARMA	VISHNU DUTT	Bachelor of Technology (Civil Engineering)	7056470482	rduttsharma1234567@gmail.com	ROCKFORD CONVENT HIGH SCHOOL,	CBSE	500	393	--	SIDDHARTH SR SEC SCHOOL	BSEH
221301006	SUMIT	SANDEEP KUMAR	Bachelor of Technology (Civil Engineering)	9050051433	sumitkadian312@gmail.com	SANSKARAM PUB SCHJOOOL,	CBSE	500	287	KHATIWAS	SANSKARAM PUB SCHJOOOL,	CBSE
221302001	TARUN KUMAR	VIRENDAR SINGH	Bachelor of Technology	9467093806	tk905069@gmail.com	CAMBRIDGE INTL SS SCHOOL,	CBSE	295	500	BHADANA	CAMBRIDGE INTL SS SCHOOL,	CBSE

5) Registration Control and status

- Dashboard <
- Employee <
- Update Password
- Students <
- Security <
- Calendar <
- Settings <

Dashboard / Report / Student Reports / Registration Date wise

Registration Status Report

Registration Status Date-Range Report

Select Date Range *

<div style="display: inline-block; vertical-align: middle;"> <h2 style="margin: 0;">SGT UNIVERSITY</h2> <p style="margin: 0;">SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY (UGC Approved University) GURGAON, Delhi-NCR</p> </div>													
Registration Status Report													
Faculty : All													
Course : All													
Session : 2022-2023													
Status : Active													
S.No.	Registration No	Name	Father Name	Faculty	Course	Registration Status	Document Verify Status	Date of Registration	Current Semester/Year	Student Type	Student Status	Reason	Migration Status
1	220101001	UJJWAL GOYAL	MUKESH KUMAR	Faculty of Medicine & Health Sciences	Bachelor of Medicine and Bachelor of Surgery	Confirm	Verified	Nov 14, 2022	1st Prof (1 Year)	Fresh	Active	--	Yes
2	220101002	TANISHKA MAHLAWAT	MANOJ KUMAR	Faculty of Medicine & Health Sciences	Bachelor of Medicine and Bachelor of Surgery	Confirm	Verified	Nov 14, 2022	1st Prof (1 Year)	Fresh	Active	--	Yes
3	220101003	HARSHITA KAUR KALRA	HARJEET SINGH KALRA	Faculty of Medicine & Health Sciences	Bachelor of Medicine and Bachelor of Surgery	Confirm	Verified	Nov 14, 2022	1st Prof (1 Year)	Fresh	Active	--	Yes

7) Document status Control & monitoring.



Dashboard / Report / Student Reports / Document Upload Report

Document Upload Report

Session* 2022-2023

Faculty* Faculty of Engineering & Technology

Course* All Course

Generate Report Cancel

Showing page 1 of 24

SGT UNIVERSITY SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY (UGC Approved University) GURGAON, Delhi-NCR

Document Upload Report

Sr. No.	Registration No	Name	Course	Father Name	10th Marksheet	12th Marksheet	Graduation Marksheet	Migration Certificate	Registration Certificate	Domicile Certificate	Cast Certificate	Any Other
1	191301001	ANKIT SINGH	Bachelor of Technology (Civil Engineering)	RAVINDER SINGH			NO DOCUMENTS			NO DOCUMENTS	NO DOCUMENTS	NO DOCUMENTS
2	191301002	GOURAV	Bachelor of Technology (Civil Engineering)	MAINPAL SINGH			NO DOCUMENTS				NO DOCUMENTS	NO DOCUMENTS

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8) Login Compliance monitoring.

Dashboard / Report / Login Report

Login Report

Select Date Range * 09/05/2023 - 09/05/2023

Generate Report

Login status monitoring report.



SGT UNIVERSITY

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(UGC Approved University)

GURGAON, Delhi-NCR

Showing page 1 of 142

SGT UNIVERSITY SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY (UGC Approved University) GURGAON, Delhi-NCR			
Login Report Between (09/05/2023 - 09/05/2023)			
Person Id : Name : Department	Application Name	Login Date And Time	Logout Date And Time
180530023 : MOHD SAHOOD : Maintenance	LoginApplication	09-May-2023 9:24 am	
181201012 : SUNANDA LAMBA : Maintenance	LoginApplication	09-May-2023 10:59 am	09-May-2023 10:59 am
181201031 : AMAN MALIK : Maintenance	LoginApplication	09-May-2023 10:55 am	
181201032 : GARIMA GOEL : Maintenance	LoginApplication	09-May-2023 7:39 am	
181203001 : ANURAG YADAV : Maintenance	LoginApplication	09-May-2023 10:12 am	
	LoginApplication	09-May-2023 10:53 am	
181203008 : MD WALID : Maintenance	LoginApplication	09-May-2023 7:40 am	
181601022 : SHARIKA SHABNAM DEWAN : Maintenance	LoginApplication	09-May-2023 12:40 pm	
181601023 : AADITYA CHAUHAN : Maintenance			

9) Bus Pass Expiry Governance monitoring.

- Dashboard <
- Employee <
- Update Password
- Students <
- Security <
- Calendar <
- Settings <

Dashboard / Bus Pass Expiry Report

Bus Pass Status Report

Bus Pass Expiry* Employee Student

Session* Month*

Select Bus Status* Generate Report

Report output of expiry.



SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY

(UGC Approved University)

GURGAON, Delhi-NCR



Showing page 1 of 2



SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY

(UGC Approved University)

GURGAON, Delhi-NCR

Bus Pass Status Report

Status:- Expired

Total Expired:- 22

ID	Name	Session	Seme/Year	Valid From	Valid Upto	Route	Vehicle
Student							
180415027	SHALINEE BHARTI	2022-2023	7 Semester	01/11/2021	30/04/2022	32 - Sikanderpur Metro Station	HR55AG 7514
180415070	MANISHA	2022-2023	8 Semester	01/02/2022	30/04/2022	36 - Bakkarwala	HR55AC 1207
181201029	NEERAJ VATS	2022-2023	7 Semester	01/11/2021	30/04/2022	52 - Smalkha	HR55W 8889
200607004	SHIVAM AGGARWAL	2022-2023	3 Semester	01/11/2021	30/04/2022	13 - Sec-55/56 GGN	HR55AE 2680
200609001	ABHISHEK BHARDWAJ	2022-2023	3 Semester	01/11/2021	30/04/2022	20 - Bahadurgarh	HR55AB 5187
201201016	KARTIK	2022-2023	3 Semester	01/11/2022	30/04/2023	11 - Rohtak	HR55AE 0694
220403092	MONU YADAV	2022-2023	1 Year	01/11/2022	30/04/2023	37 - Dwarka Mor	HR55AB 0925
220602020	AKANSHA GARG	2022-2023	1 Semester	01/11/2022	30/04/2023	14 - Lajpat Nagar	HR55Y 4843

10) Hostel Attendance governance.

Dashboard / Report / Hostel Reports / Hostel Attendance Report

Hostel Attendance Report

Hostel No* Select Date Range Present/Absent*

Student Attendance and management.

Showing page 1 of 4



SGT UNIVERSITY

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NILGIRI Hostel Attendance Report

Date Range: - 01/03/2023 - 01/03/2023

Attendace Type:- All

Total Present: - 122

Total Absent: - 0

Total Leave: - 9

Total Official Leave: - 0

SNo	RegistrationNo	Name	RoomNo	Date	Type
1	201902038	PRAMOD RAI	108	01/03/2023	Present
2	201105002	GOURAV,GOURAV PHOUGAT,PHOUGAT	406	01/03/2023	Present
3	191601019	RAVEEL BHARDWAJ	109	01/03/2023	Present
4	181601035	RISHABH	107	01/03/2023	Present
5	181601026	DANISH HUSSAIN	110	01/03/2023	Present
6	181601009	SOURAV GARG	306	01/03/2023	Present
7	181601023	AADITYA CHAUHAN	306	01/03/2023	Present
8	201601025	SOURABH SHARMA	105	01/03/2023	Present
9	181601040	ANKIT SHARMA	105	01/03/2023	Present
10	190210092	MANUJ AGARWAL	311	01/03/2023	Present
11	180210047	HERI SONAM	402	01/03/2023	Present
12	192001001	PADI OBING	412	01/03/2023	Present

11) Indent management and control



- Dashboard
- Employee
- Update Password
- Students
- Security
- Calendar

Open Order Report

Select Date Range

Store Room

Type

Generate Report

Showing page 1 of 2

Go to page:



Open Order Report

01/05/2023 - 09/05/2023

GENERAL STORE

Open Indent

Count: - 50

Indent Line No	Requestor Name	Created Date	Item	Department	PO	PO Creation Date	PO Created by	PO Issue Date	Vendor	GR Num	GR Date	Invoice	Tr
GENERAL-17461													
2	MILAN SHARMA (EMP-224740)	01/05/2023	GEN-PA-2226384 SUGAR FREE SACHETS (PER PKT 100 SACHETS)	FACULTY OF HOTEL AND TOURISM MANAGEMENT	-	-	-	-	-	-	-	-	
3	MILAN SHARMA (EMP-224740)	01/05/2023	GSS00079 Rubber Band (Big)	FACULTY OF HOTEL AND TOURISM MANAGEMENT	-	-	-	-	-	-	-	-	
GENERAL-17469													
1	ANKIT (EMP-203473)	01/05/2023	GEN-ELE-2224423 Cassette AC Fix Speed: 3,00TR, Gas-R-32 2 star cooling only Model NO: FCQF36ARV16 (-)	SGT College Of Pharmacy	-	-	-	-	-	-	-	-	
GENERAL-17472													

Approval routing of indent.

Indent Request

Find IR IR Line IR Approval

Approved	Approved By	Remarks	Status
DEAN / HOD	A S SURESH (EMP-235531)		Approved
IAC 1		Remarks	Approve Reject
IAC 2		Remarks	Approve Reject
IAC 3		Remarks	Approve Reject
IAC 4		Remarks	Approve Reject
STORE	RAHUL SHROTRIYA (EMP-225280)		Approved

12) Purchase order management control

- Dashboard
- Employee
- Update Password
- Students
- Security

Open Order Report

Select Date Range

Store Room

Type

Generate Report



Open Order Report

01/05/2023 - 09/05/2023
GENERAL STORE
Open PO

Count:- 38

Indent Line No	Requestor Name	Created Date	Item	Department	PO	PO Creation Date	PO Created by	PO Issue Date	Vendor	GR Num	GR Date	Invoice	Total Day
GENERAL-17462													
1	BHUPENDER SHARMA (EMP-203554)	01/05/2023	SGT-1913272 Star Banner Size: 6' x 4' (-)	FACULTY OF COMMERCE & MANAGEMENT	GENERAL-23361	02/05/2023	BHAGWAT RAM(EMP-150600)	02/05/2023	METAMAK INDUSTRIES				7
GENERAL-17486													
1	M. K. NAIR (EMP-161164)	01/05/2023	GEN-TE-2226425 BEETEL M88 Plan Phone (-)	FACULTY OF FASHION AND DESIGN	GENERAL-23452	09/05/2023	MUNNA KUMAR(EMP-203468)	09/05/2023	M/S SHAKSHAM INC.				0
GENERAL-17495													
1	VANDANA KUMARI (EMP-214568)	02/05/2023	GEN-PST-2016720 CERTIFICATE A3 size (Size 12"x18", 300GSM imported art paper, four colour digital	FACULTY OF AGRICULTURAL SCIENCES	GENERAL-23380	04/05/2023	BHAGWAT RAM(EMP-150600)	04/05/2023	GANPATI ENTERPRISES				5

Approval routing of Purchase Order.

- Update Password
- Students <
- Security <
- Calendar <
- Settings <
- Reports <
- Accounts <
- Customisation <
- SCM >
- SCM 2.0 <
- Vendor Invitation
- Vendor Approval
- Business Control Analysis

[Add PO](#)

PO/ bill no. *

Subject

Status

PO Type

Receipts

Invoice Status

Total Base Cost

Uninvoiced Cost

Packing & Forwarding / Cartage

Pre Tax Total

Total Tax

Total Cost

GST Tax

Transit Insurance

Ordered Date

Delivery Date

Discount Type

Cartage after tax

13 Examination Control

Access control management via two factor Authentication.

Date sheet

Manage Date sheet

Exam Attendance

Exam Attendance

Examiner

Manage Examiner

OTP Validation

OTP



Module use by user

Show All Rows

Module	Sub Module	Employee	Date	IP Address
EXAMINATION	Examination Schema	VIKAS (EM	2023-05-09	136.232.141.70
EXAMINATION	Examiner	USER THRI	2023-05-09	136.232.141.70
EXAMINATION	Printing and Scanning	NEERAJ KL	2022-11-19	136.232.141.70
EXAMINATION	Printing and Scanning	SANDEEP /	2023-05-08	136.232.141.70
EXAMINATION	Printing and Scanning	ABHISHEK	2023-05-08	136.232.141.70
EXAMINATION	Printing and Scanning	BALRAM (f	2023-05-09	136.232.141.70
EXAMINATION	Printing and Scanning	USER THRI	2023-05-09	136.232.141.70
EXAMINATION	Printing and Scanning	PARVEEN H	2023-05-09	136.232.141.70
EXAMINATION	Printing and Scanning	SUMIT (EM	2023-05-09	136.232.141.70
EXAMINATION	Printing and Scanning	VIKAS (EM	2023-05-09	136.232.141.70

Showing 1 to 10 of 10 entries

14 | Students Exam form submission and Eligibility

Dashboard / Examination / Exam Form

Exam From Find

Batch Session* Course* SemYear*

Exam Type*

Find Cancel

Exam from Submission Reappear List

Show All Rows

Reg.No	Name	Course	Semester	Exam form Filled	Exam Type	Action
221101003	AASTHA	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form
221101023	ABHILAKSHAYA RANA	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form
221101051	AGAPU ANAND KUMAR	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form
221101052	AJMERA MAHESH	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form
221101013	AMAN	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form
221101011	ANKIT	B. Sc. (Hons.) Agriculture	1 Semester	Yes	Regular	Exam Form