

# GIET SCHOOL OF PHARMACY

(SRI KOUNDINYA EDUCATIONAL SOCIETY)

(Affiliated to Andhra University, Approved by AICTE & PCI)

NH-16, Chaitanya Knowledge City, **RAJAMAHENDRAVARAM** - 533 296. E.G.District., (A.P.)  
Tel : 0883 - 2484444, E-mail : gietpharmacy@gmail.com, Website : www.gietpharmacy.in

## ERP DOCUMENT

Enterprise Resource Planning (ERP) has to be utilized by the institution for a smooth and better functioning with a centralized and integrated system. The institution has to manage the data of the stakeholders (Students, Staff, Parents) and also the issues related to administration, accounts, examination, library and transport by utilizing the ERP software.

ERP unifies many functional areas of the institution that have many sub functions associated which are related to stakeholders. Based on the organizational hierarchy, privileges are assigned to exercise and execute day to day activities. With the centralized database of the ERP system the data will be retrieved more easily and precisely and the data thus extracted can be utilized to prepare and analyze the reports.

As long as the vendor provides assistance to the software and maintenance, the ERP will be an excellent tool to manage the activities of the institute. The institution purchased automation package (ECAP) from Webpros solutions private limited in the year 2017. The ERP software hereinafter referred as ECAP, fulfils all the requirements of our institution which includes Academic and Administrative activities of undergraduate and postgraduate programs with transparency.




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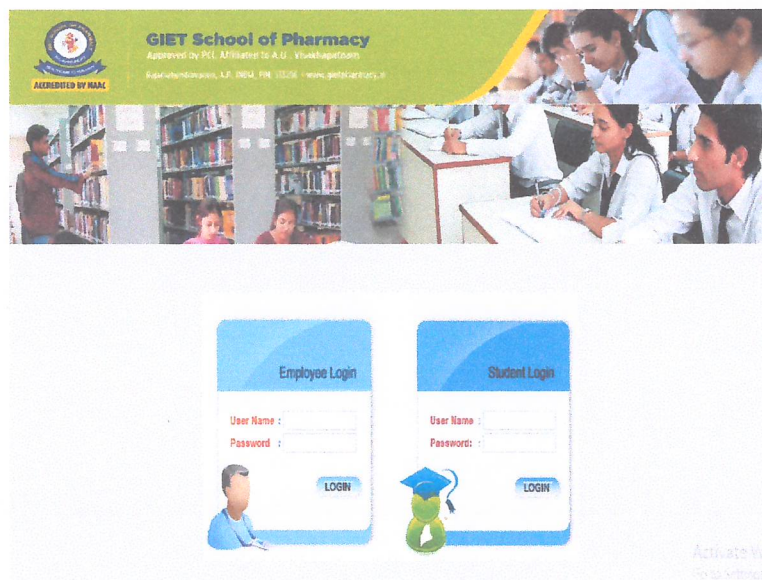
**The features of ECAP software are listed below;**

- ✚ Internet or intranet enabled application
- ✚ User levels with access rights for data security
- ✚ Program/batch/category student fee due reports
- ✚ Tracks student's scholarship status
- ✚ Fee/Attendance Reminders and Progress reports
- ✚ Attendance and Marks analysis
- ✚ Integration with Attendance Capturing Devices
- ✚ Accounts Module similar to Tally
- ✚ Barcode Integrated Library Module
- ✚ Login for Students/ Parents to access data online

The ERP software is linked to the college website, wherein accessibility is provided to employees, students and parents. The options exercised will be determining the functions/domains that can be accessed by the user. Employees have more options when compared to students and parents, whereas the students and parents have only a restricted access to check the performance of day-to-day activities.



  
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The main modules which are used by the institution are as follows

Academics

Administration

Admission

Accounts

Examination

Library

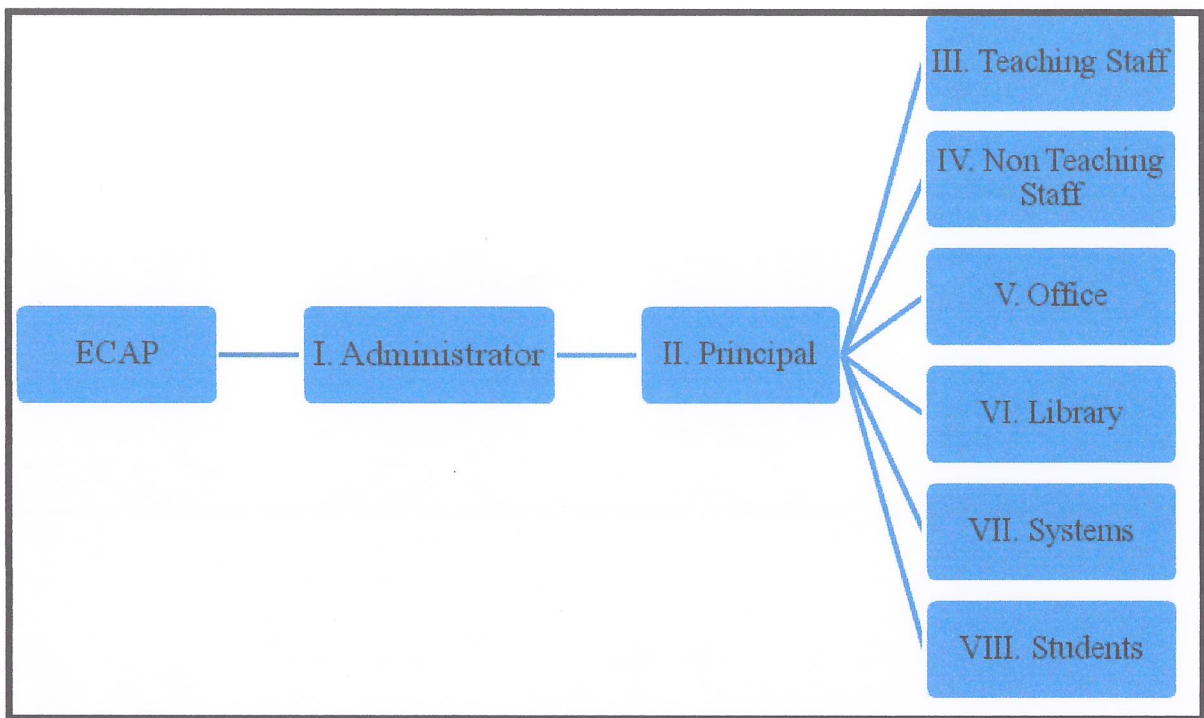
Placements

The above main modules contain sub-modules that are being used for better governance, the ECAP consists of several levels of authentication which are listed below



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Administration

Principal

Faculty

Accounts

Library

Examination section


Supporting staff

Students/ Parents

## I. ADMINISTRATOR

The administrator login has the access privileges to the following modules Academics, Administration, Admissions, Correspondence, Examinations, Library, Placements and Staff. The functions of the administrator are as follows:



  
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**ADMINISTRATION**      **SCHEDULED APPOINTMENTS**

[ACADEMIC CALENDAR](#)  
[BACKUP](#)  
[BRANCH SECTIONS](#)  
[CERTIFICATES](#)  
[COLLEGE DETAILS](#)  
[COMPLAINTS/SUGGESTIONS](#)  
[COURSES](#)  
[CREDITS](#)  
[DEPARTMENTS](#)  
[DIARY](#)  
[FEE TYPES](#)      »  
[GRADING SUBJECTS](#)  
[HOLIDAYS](#)

You have no appointments on this day  
[Click here to set new appointment](#)

S.No	Modules
1	Academics
2	Account
3	Administration
4	Admissions
5	Central Stroes
6	Corresspondence
7	Examinations
8	Fee payments
9	Hostels
10	Library
11	Placements
12	Staff
13	Systems
14	Transport



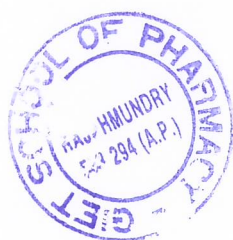
  
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## II. Principal

The screenshot shows the GIET School of Pharmacy website. The header features the school's logo, name, and accreditation by NAAC. Below the header is a navigation menu with links to various modules: ADMIN, FEE PAYMENTS, EXAMINATIONS, EMPLOYEE, CORRESPONDENCE, SYSTEMS, HOSTEL, ADMISSIONS, ACADEMICS, PLACEMENTS, TRANSPORT, CENTRAL STORES, and LIBRARY. The main content area displays a 'BARCHART' section with a 'Year Wise' filter set to 2013 and a 'Department Wise' filter. A sidebar on the left lists library-related modules like BACK VOLUMES, BARCHART, BARCODES, etc.

The main modules which are used by the principal are as follows

S.No	Modules
1	Admin
2	Fee payments
3	Examinations
4	Employee
5	Correspondence
6	System
7	Hostel
8	Admissions
9	Academics
10	Placements
11	Transport
12	Central stores
13	Library



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## 1. Admin Module



[ADMIN](#)   [FEE PAYMENTS](#)   [EXAMINATIONS](#)   [EMPLOYEE](#)   [CORRESPONDENCE](#)   [SYSTEMS](#)   [HOSTEL](#)  
[ADMISSIONS](#)   [ACADEMICS](#)   [PLACEMENTS](#)   [TRANSPORT](#)   [CENTRAL STORES](#)   [LIBRARY](#)

Welcome MAGHARLA, DR. M. D. DHANARAJU         [Change Password](#)   [Log Out](#)

**ADMIN**

- ▶ ACADEMIC CALENDAR
- ▶ BRANCH SECTIONS
- ▶ BRANCHES
- ▶ CERTIFICATES
- ▶ COLLEGE DETAILS
- ▶ COMPLAINTS/SUGGESTIONS
- ▶ COURSES
- ▶ CREDITS
- ▶ DEPARTMENTS
- ▶ RESOURCE TYPES
- ▶ SET MAX MARKS
- ▶ STUDENT LINKS

**ACADEMIC CALENDER**

Course:

Semester:  1 B.Pharm I Sem  
 1 B.Pharm II Sem  
 2 B.Pharm I Sem  
 2 B.Pharm II Sem  
 3 B.Pharm I Sem  
 3 B.Pharm II Sem  
 4 B.Pharm I Sem  
 4 B.Pharm II Sem

FROM:  TO:  DESCRIPTION:

SEMESTER	Edit	Delete
1 B.Pharm I Sem		
1 B.Pharm II Sem		

S.No	Functions	Descriptions
1	<b>Academic calenders</b>	An academic calendar serves as a reminder of important events for students, instructors, and staff during the academic year and semester. Parents, alumni, and potential students all benefit from it. Every educational establishment has its own academic calendar with specific dates on it.
2	<b>Branch Sections</b>	To assign or modify students to number of sections.
3	<b>Branches</b>	To assign or modify students to a branch such as B.Pharm, M.Pharm and Pharm D
4	<b>Certificates</b>	To provide the certificates such as study, course completion, conduct, college leaving, date of birth proof certificate etc to the students
5	<b>College details</b>	To provide the full address of the college including phone number, email and website address etc.,
6	<b>Complaints/ Suggestions</b>	To view complaint or suggestions posted by staff and students.
7	<b>Course</b>	To provide the information about the course offered in the institute
8	<b>Credits</b>	It gives the information about the credit needed to the students



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		to promote the next semester.
9	<b>Departments</b>	It provide the information about the different department in the college.
10	<b>Resource types</b>	It provides the resources available in the college such as library, e-resource, question bank, interview tips, notes, lectures, and other informations.
11	<b>Set Max Marks</b>	The maximum mark of the each subject set in the ecap as per the direction of Andhra university.
12	<b>Students link</b>	It provide the details needed to the students such as lecture, ebooks, notes, exam schedule, fee details, attendance, mark obtained,
13	<b>Subjects</b>	It gives the subject details present in the each course as per the andhra university.
14	<b>Circular</b>	To generate the circulars and look at the status of the same for a period of 30 days however the same functionality is being practiced mannually.
15	<b>Library Books</b>	To get the deatils of the books that were issued check the status of the same.
16	<b>Leave history</b>	To generate the leaves that are utilized and can check the available leaves of the individuals.

## 2. Fee Payments

The screenshot displays the website interface for GIET School of Pharmacy. At the top left is the school's logo, which includes a circular emblem with a figure and the text 'GIET SCHOOL OF PHARMACY' and 'ACCREDITED BY NAAC'. To the right of the logo, the text reads 'GIET School of Pharmacy', 'Approved by PCI, Affiliated to A.U., Visakhapatnam', and 'Rajamahendravaram, A.P., INDIA, PIN: 533296 | www.gietpharmacy.in'. A 'NO IMAGE' placeholder is visible on the right side of the header. Below the header is a navigation menu with links: ADMIN, FEE PAYMENTS, EXAMINATIONS, EMPLOYEE, CORRESPONDENCE, SYSTEMS, HOSTEL, ADMISSIONS, ACADEMICS, PLACEMENTS, TRANSPORT, CENTRAL STORES, and LIBRARY. A blue banner below the menu contains the text 'Welcome NAGHARLA, DR. M. D. DHANARAJU', a search bar, a 'Search' button, a 'Change Password' link, and a 'Log Out' link. On the left side, there is a 'FEE PAYMENTS' menu with sub-links: REPORTS, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY.



  
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S.No	Functions	Descriptions
1	Reports	It provide the fee payments of each students in the institute.
2	Circular	To generate the circulars and look at the status of the same related to fee payments.
3	Library Books	To gives the information about available book in the library.
4	Leave Histroy	To fix the leave for faculties per annum and check the status of the leaves taken by the staff.

### 3. Examinations

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ADMIN | FEE PAYMENTS | EXAMINATIONS | EMPLOYEE | CORRESPONDENCE | SYSTEMS | HOSTEL  
ADMISSIONS | ACADEMICS | PLACEMENTS | TRANSPORT | CENTRAL STORES | LIBRARY

Welcome MAGHARLA, DR. M. D. DHANARAJU

EXAMINATIONS

- ADMISSIONS REPORT
- BACKLOGS
- D-FORM
- DUES LIST
- EXAM APPLICATION
- EXAM NAMES
- EXAM PAPER
- EXAM SCHEDULE
- EXAMS
- EXPENDITURES
- EXPENDITURES REPORT
- EXTERNAL

ADMISSIONS REPORT

Batch: 2023 Report

S.No	Functions	Descriptions
1	Admission reports	To enter tudents data through interfaces or import students data form excel sheets
2	Backlogs	To give the information about the subjects helded by the students in all the semesters.
3	D Forms	To provide the information of seating plan of the students during the external exam.
4	Dues list	To provide the knowledge of the fee due list of the students



  
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		who were not paid the tuition fee in each semester.
5	<b>Exam Applications</b>	It gives the Andhra University exam applications of the students in semester –wise.
6	<b>Exam Name</b>	To provide the information about the internal exam which is conducted in the college during the each semester.
7	<b>Exam Paper</b>	To provide the information about name of the exam paper conducted in the college during the each semester .
8	<b>Expenditure</b>	It provides the expenditure details of the college such amount paid to the university and with in the college related to exam cell.
10	<b>Expenditure report</b>	It gives the statement of the expenditure of the college between the selected time duration related to exam cell.
11	<b>External</b>	It gives the information of mark analysis, attendance, mark entry, reports, students mark and topper list etc.,
12	<b>Grants</b>	To provide the information about the grants received from the university and college.
13	<b>Grant reports</b>	It gives the statement of the grants reports of the examination cell between the selected time duration.
14	<b>Internals</b>	It provides the internal mark analysis, internal attendance, exam types, mark entry, mark report and set average or best mark.
15	<b>Invigillation charges</b>	It gives the information of examination charges, designation, duties and posting of the faculty related to exam.
16	<b>Progress reports</b>	Progress of the internal and external provided here.
17	<b>Registered students</b>	It gives the details of each semester the registered students of GIET School of Pharmacy in Andhra University, visakhapatnam.
18	<b>Registration</b>	Here the details of the off line, online, report and print of these can assess.
19	<b>Transcations</b>	The amount of transcation related to exam cell provided here.
20	<b>Update the roll no</b>	To provide the examination roll no of the student in semesterwise.





21	<b>Circular</b>	To provide the timetable of the exam to the students
22	<b>Library book</b>	The book issued from the library.
23	<b>Leave History</b>	The leaves taken for the examination during the semester

#### 4. Employee module


The employee module provide the information of additional work, assignments, attendance, attendance download, certificates, checklist, designations, employee, employee loans, increments, leave management, pay roll, reports, search, starch, staff Vs courses, circulars, library books leave history.

The screenshot displays the website header for GIET School of Pharmacy, including the logo, accreditation by NAAC, and contact information. Below the header is a navigation menu with options like ADMIN, FEE PAYMENTS, EXAMINATIONS, EMPLOYEE, CORRESPONDENCE, SYSTEMS, HOSTEL, ADMISSIONS, ACADEMICS, PLACEMENTS, TRANSPORT, CENTRAL STORES, and LIBRARY. The main content area shows the 'EMPLOYEE' module selected in the left sidebar, with a sub-menu for 'STAFF ATTENDANCE'. The 'STAFF ATTENDANCE' form includes a date field set to 23/03/2023, a checkbox for 'Default In/Out time is college time', radio buttons for 'Teaching' (selected) and 'Non-Teaching', and a department dropdown menu set to '-Select-'. A 'Log Out' link is visible in the top right corner.

#### 5. CORRESPONDENCE:

The module provide the details of complaint/ suggestion, greetings, groups & memners, inbox, mail, parents address, parents correspondence, sms, sms credits, sms log, staff list, students list, circulars, library books, and leave history.



  
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ADMIN | FEE PAYMENTS | EXAMINATIONS | EMPLOYEE | CORRESPONDENCE | SYSTEMS | HOSTEL  
ADMISSIONS | ACADEMICS | PLACEMENTS | TRANSPORT | CENTRAL STORES | LIBRARY

Welcome MAGHARLA, DR. M. D. DHANARAJU

**CORRESPONDENCE**  
 COMPLAINT/SUGGESTION  
 GREETINGS  
 GROUPS & MEMBERS  
 INBOX  
 MAIL  
 PARENTS ADDRESS  
 PARENTS CORRESPONDENCE  
 SMS  
 SMS CREDITS  
 SMS LOG  
 STAFF LIST  
 STUDENTS LIST

**COMPLAINTS & SUGGESTIONS**

Complaint  Suggestion

New Complaint Search For Delete

Activate Windows  
Go to Settings to activate Windows.

## 6.SYSTEM

This module provide the AMC, compnent repairs, defective componlent, hardware, indent, installation, In-warrenty, issues, qut-warrant, purchase order, receipts, service supports, suppliers, circulars, library books, leave histry.

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ADMIN | FEE PAYMENTS | EXAMINATIONS | EMPLOYEE | CORRESPONDENCE | SYSTEMS | HOSTEL  
ADMISSIONS | ACADEMICS | PLACEMENTS | TRANSPORT | CENTRAL STORES | LIBRARY

Welcome MAGHARLA, DR. M. D. DHANARAJU

**SYSTEMS**  
 AMC  
 COMPONENT REPAIRS  
 DEFECTIVE COMPONENT  
 HARDWARE  
 INDENT  
 INSTALLATION  
 IN-WARRANTY  
 ISSUES  
 OUT-WARRANTY  
 PURCHASE ORDER  
 RECEIPTS  
 SERVICE SUPPORT

**AMC**

No items found

Activate Windows  
Go to Settings to activate Windows.



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## 7.HOSTEL

The hostel module provides adjust room allotment, application, de-registration, employee subscription, expenditure, types, quitting, registration, reports, circulars, library books, leave history.

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ADMIN | FEE PAYMENTS | EXAMINATIONS | EMPLOYEE | CORRESPONDENCE | SYSTEMS | HOSTEL  
ADMISSIONS | ACADEMICS | PLACEMENTS | TRANSPORT | CENTRAL STORES | LIBRARY

Welcome MAGHARLA, DR. M. D. DHANARAJU

Search Change Password Log Out

**HOSTEL**

ADJUST ROOM ALLOTMENT  
APPLICATION  
DE-REGISTRATION  
EMPLOYEE SUBSCRIPTION  
EXPENDITURE TYPES  
OUTING  
REGISTRATION  
REPORTS  
CIRCULARS  
LIBRARY BOOKS  
LEAVE HISTORY

**ADJUST ROOM ALLOTMENT**

--Select Hostel--  
-- No Items --

--Select Hostel--  
-- No Items --

Show

Activate Windows  
Go to Settings to activate Windows

## 8.ADMISSIONS

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ADMISSIONS | ACADEMICS | PLACEMENTS | TRANSPORT | CENTRAL STORES | LIBRARY

Welcome MAGHARLA, DR. M. D. DHANARAJU

Search Change Password Log Out

**ADMISSIONS**

ADMISSION  
ADMISSION REGISTER  
CASTES  
CHECK LIST  
COLLEGE STRENGTH  
DETAINED STUDENTS  
GENERATE ID CARDS  
LOCATION REPORT  
REJOIN DATE  
REPORT  
SECTIONS  
TRANSFER

**ADMISSION REGISTER**

Show

Year : 2023  Direct  Lateral  Transfer  
Course : B.Pharm  
-Select Branch-

Activate Windows  
Go to Settings to activate Windows




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S.No	Functions	Descriptions
1	Admission	To enter students data through interface or import students data and contains students list for academic year
2	Admission Register	To generate admission register in standard format after admissions are over
3	Castes	It gives the information about the list of castes coming under which category like OC, BC, SC & ST etc.
4	Check List	List of admitted students in college and certificates are uploaded a per roll no. provided in college
5	College Strength	Gives the information about college strength for the academic year categorised into gender, transportation, hostel, seat type and caste category
6	Detained Students	To enter the student for re-joining into the course. Contains report of detained and rejoiced list of students
7	Generate ID Cards	To generate ID card for student or faculty and to enter the details of individuals
8	Location report	To see the students location details
9	Re-Join date	To enter the student details, date for re-joining and to change the same
10	Report	To view the Students admission details and comparative analysis of students as per student category wise, student seat type if eligible for fee reimbursement etc. details for particular academic year
11	Sections	Used to divide the student of particular semester into two sections for sooth academic functioning
12	Transfer	To see the list of the student who got transferred and discontinued from the college along with student



  
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		profiles
13	Circulars	To view the circulars however this is being exercised manually if needed
14	Library books	To get the details of the books that were issued and check the status of the same
15	Leave History	To see the status of the used and available leaves of the staff

## 9.ACADEMICS

Academic module provides Absent Faculty, Absenties Report, Academic Register, Assignments, Attendance, Attendance Reports, Batches, Certificates, Circular Entry, Counselling, Current Time Table, Disciplinary Action, Electives, Extra Class, Faculty, Faculty Adjustments, Feedback, questions, Feedback Report, Feedback Settings, Internal Marks, Lab Batches, Leaves, Lesson Plan, Periods, Projects, Resources, Roll. No Barcode, Student, Student Profile, Substitute, Teaching Assignments, Teaching Load Distribution, Teaching Plan, Teaching Plan Verify, Teaching Schedule, Time Table, Upload Resource, Circulars, Library Books, Leave History. The main important functions of admission module are as give below.

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ACADEMICS

- ABSENT FACULTY
- ABSENTIES REPORT
- ACADAMIC REGISTER
- ASSIGNMENTS
- ATTENDANCE
- ATTENDANCE REPORTS
- BATCHES
- CERTIFICATES
- CIRCULAR ENTRY
- COUNSELLING
- CURRENT TIME TABLE
- DISCIPLINARY ACTION



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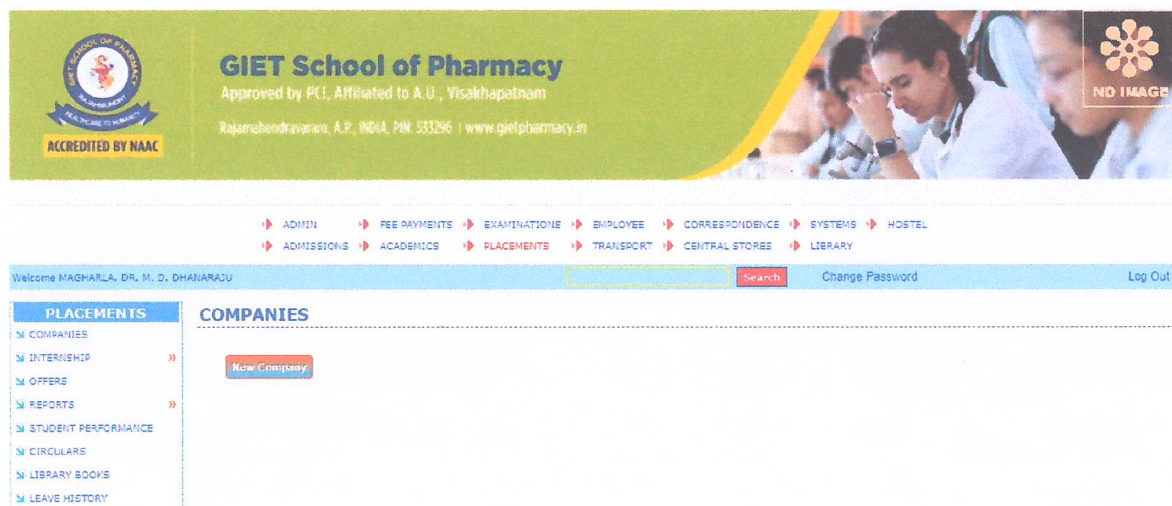
S.No	Functions	Descriptions
1	<b>Absentees Report</b>	To view absentees day wise or continuously for selected number of days for all courses
2	<b>Attendance Reports</b>	To view Class wise, Day wise, Monthly Attendance reports. Attendance Register, student wise and subject wise attendance reports can also be viewed. Attendance shortage report also can be seen.
3	<b>Counselling</b>	To assign students to Faculty for counselling and generate the report of the same
4	<b>Current Time Table</b>	To view which faculty shall be in which class room as per time table at any point of time
5	<b>Extra Class</b>	To assign extra classes to faculty in addition to regular classes
6	<b>Faculty</b>	To view faculty performance i.e. class taken, faculty work load, faculty work schedule and set special assignments to faculty, providing attendance to students on day-to-day basis
7	<b>Internal Marks</b>	To enter internal marks by faculty.
8	<b>Lesson Plan</b>	To enter the lesson plan and generate a report of the same.
9	<b>Projects</b>	To view the project reports and reviews of the same
10	<b>Resources</b>	To view what resources are available for students to download under various categories
11	<b>Student</b>	To view the student achievements however this is being carried out manually
12	<b>Student Profile</b>	To view complete data of selected student in one single screen. This screen contains Bio-Data, Performance in current semester, performance up to the current semester, fee payment details and Backlogs details of selected students.
13	<b>Time Table</b>	To set theory and lab time tables for courses and generate the report of the same





## 10. PLACEMENTS


The Placements module provides Companies, Internship, Offers, Reports, Student Performance, Circulars, Library Books and Leave History. These functions are utilized in recording new companies for offering placements, internship to student and maintaining the reports of the same



## 11. TRANSPORT

The transport module provides Defaulters List, De-Subscription, Employee Subscription, Expenditure Heads, Expenditure Report, Fitness Certificate, Insurance, Log Book, Renewals, Reports, Students Halts, Subscription, Vehicle Expenditure, Vehicles, Circulars, Library Books, Leave History. These options are utilized maintaining the record for both faculty and student utilizing transport facility details. The maintenance of the vehicle fitness is recorded of the same.



  
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[ADMIN](#) | [FEE PAYMENTS](#) | [EXAMINATIONS](#) | [EMPLOYEE](#) | [CORRESPONDENCE](#) | [SYSTEMS](#) | [HOSTEL](#)  
[ADMISSIONS](#) | [ACADEMICS](#) | [PLACEMENTS](#) | [TRANSPORT](#) | [CENTRAL STORES](#) | [LIBRARY](#)

Welcome MAGHARLA, DR. M. D. DHANARAJU

**TRANSPORT**

- DEFALTERS LIST
- DE-SUBSCRIPTION
- EMPLOYEE SUBSCRIPTION
- EXPENDITURE HEADS
- EXPENDITURE REPORT
- FITNESS CERTIFICATE
- INSURANCE
- LOG BOOK
- RENEWALS
- REPORTS
- STUDENTS HALTS
- SUBSCRIPTION

**DEFALTERS LIST**

Class Wise
  Bus Wise
  Route Wise

Course :

Branch :

Semester :

## 12. CENTRAL STORES

The Central Stores module provides Indents, Issues, Masters, Pending Indents, Purchases, Receipts, Reports, Stock Adjustments, Stock Entry, Circulars, Library Books, Leave History. This module is helpful in placing indents maintain receipts and maintain stocks of required materials for smooth functioning of college academics.

[ADMIN](#) | [FEE PAYMENTS](#) | [EXAMINATIONS](#) | [EMPLOYEE](#) | [CORRESPONDENCE](#) | [SYSTEMS](#) | [HOSTEL](#)  
[ADMISSIONS](#) | [ACADEMICS](#) | [PLACEMENTS](#) | [TRANSPORT](#) | [CENTRAL STORES](#) | [LIBRARY](#)

Welcome MAGHARLA, DR. M. D. DHANARAJU

**CENTRAL STORES**

- INDENTS
- ISSUES
- MASTERS
- PENDING INDENTS
- PURCHASES
- RECEIPTS
- REPORTS
- STOCK ADJUSTMENTS
- STOCK ENTRY
- CIRCULARS
- LIBRARY BOOKS
- LEAVE HISTORY

**INDENTS**

--Select Department--

## 13. LIBRARY

The library module provides back volumes, barchart, carcodes, book status, bookbank students, books, book reserved, budget & expenditures, circulation, cross check, dept. Library, dues, edit, equipment, journals, OPAC, others, projects, purchase order, receipts, reports, requisition, rules,



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search, stock verification, subjects, subscription, supplier, circular, library books, leave history etc.,

### III. TEACHING STAFF:

S.No	Modules
1	Admin
2	Academics
3	Employee
4	Department stores
5	Library
6	Admissions
7	Examinations
8	Correspondence
9	Central stores
10	General

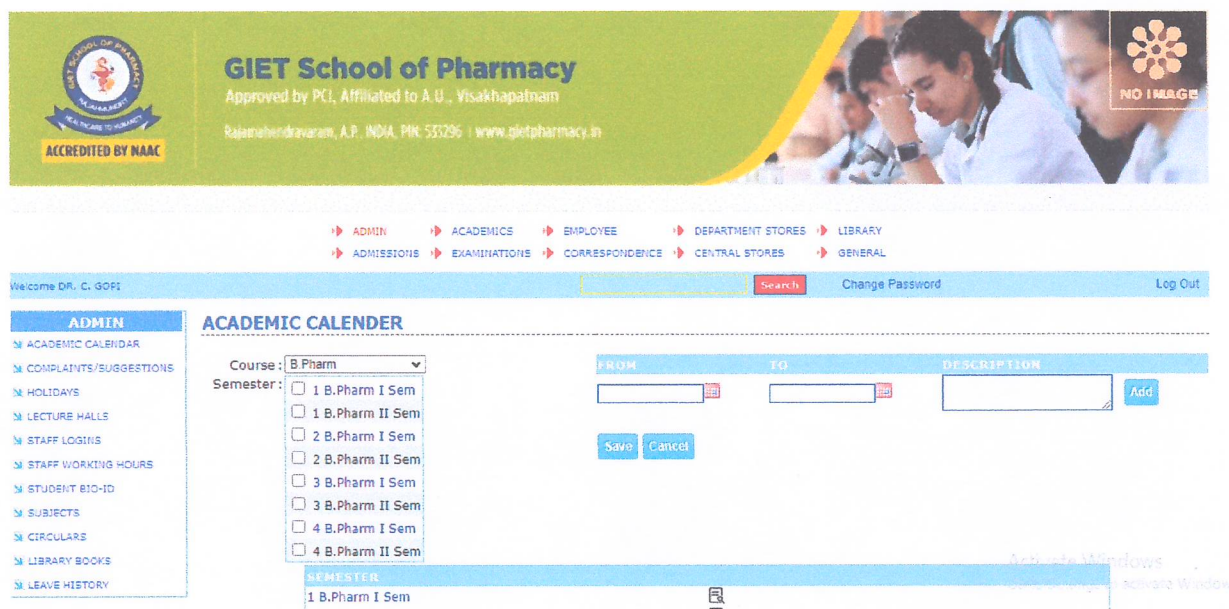


  
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## 1. ADMIN

Admin module provides academic calender, complaints suggestions, holidays, lecture halls, staff logins, staff working hours, student bio-ID subjects, circulars, library books, leave history etc.,



The screenshot displays the Admin interface of the GIET School of Pharmacy. The header includes the school logo, name, and accreditation details. A navigation menu at the top lists various administrative functions. The main content area is titled 'ACADEMIC CALENDER' and features a form for adding or editing calendar entries. The form includes a 'Course' dropdown set to 'B Pharm', a 'Semester' list with checkboxes for 1 B.Pharm I Sem through 4 B.Pharm II Sem, and input fields for 'FROM', 'TO', and 'DESCRIPTION'. A table below the form shows the current semester as '1 B.Pharm I Sem'. A sidebar on the left provides quick access to other admin functions like 'COMPLAINTS/SUGGESTIONS', 'HOLIDAYS', and 'STAFF LOGINS'.

## 2. ACADEMICS


The academic module provides assignments, attendance, attendance reports, batches, certificates, counseling, current time table, extra class, faculty, faculty adjustments, feedback report, internal marks, lab batches, leaves, lesson plan, projects, resources, student, student profile, substitutes, teaching assignments, teaching load distribution, teaching plan, teaching plan verify, time table, upload resource, circulars, library books, and leave history etc.,



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NO IMAGE

[ADMIN](#)
[ACADEMICS](#)
[EMPLOYEE](#)
[DEPARTMENT STORES](#)
[LIBRARY](#)
[ADMISSIONS](#)
[EXAMINATIONS](#)
[CORRESPONDENCE](#)
[CENTRAL STORES](#)
[GENERAL](#)

Welcome DR. C. GOPI   [Change Password](#) [Log Out](#)

**ACADEMICS**

- ASSIGNMENTS
- ATTENDANCE
- ATTENDANCE REPORTS
- BATCHES
- CERTIFICATES
- COUNSELLING
- CURRENT TIME TABLE
- EXTRA CLASS
- FACULTY
- FACULTY ADJUSTMENTS
- FEEDBACK REPORT
- INTERNAL MARKS


**BATCHES**

Course:   
 Semester:   
 Branch:   
 Section:   
 Batch:

Activate Windows  
Go to Settings to activate Windows

### 3. EMPLOYEE

The employee module consist of employee, pay roll, reports, search, staff Vs courses, circulars, library books and leave history etc.,



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[ADMIN](#)
[ACADEMICS](#)
[EMPLOYEE](#)
[DEPARTMENT STORES](#)
[LIBRARY](#)
[ADMISSIONS](#)
[EXAMINATIONS](#)
[CORRESPONDENCE](#)
[CENTRAL STORES](#)
[GENERAL](#)

Welcome DR. C. GOPI   [Change Password](#) [Log Out](#)

**EMPLOYEE**

- EMPLOYEE
- PAY ROLL
- REPORTS
- SEARCH
- STAFF VS COURSES
- CIRCULARS
- LIBRARY BOOKS
- LEAVE HISTORY

**EMPLOYEE SEARCH**

Employee Code



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#### 4. DEPARTMENT STORES

The department stores module provides consumables, indents, issues, lab equipment, lab experiments, labs, purchase order, receipts, reports, stocks, circulars, library books and leave history.

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NO IMAGE

ADMIN ACADemics EMPLOYEE DEPARTMENT STORES LIBRARY  
ADMISSIONS EXAMINATIONS CORRESPONDENCE CENTRAL STORES GENERAL

Welcome DR. C. GOPI Search Change Password Log Out

**DEPARTMENT STORES**

- CONSUMABLES
- INDENT
- ISSUES
- LAB EQUIPMENT
- LAB EXPERIMENTS
- LABS
- PURCHASE ORDER
- RECEIPTS
- REPORTS
- STOCKS
- CIRCULARS
- LIBRARY BOOKS

**CONSUMABLES**

New Consumable

Sl. NO	CONSUMABLE	UNITS	EQUIPMENT
1	Consumable1	Kgs	
2	Consumable2	Lits	

Activate Windows  
Go to Settings to activate Windows

#### 5. LIBRARY

The library module provides back volumes, barchart, barcodes, book status, bookbank students, books, books reserved, buduget & expenditure, circulation, cross check, department library, dues, edit, equipment, journals, OPAC, others, projects, purchase order, receipts, reuestion, rules, search, stock verification, subjects, subscription, suppliers, circulars, library books and leave history.



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## 6. ADMISSION

The admission module provides admission, admission register, detained students, re-join date, scholarship students, sections, transfer, circulars, library books, leave history.



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## 7. EXAMINATIONS

The examinations module provides external, internal, circulars, library books, leave history etc.,

The screenshot displays the website header for GIET School of Pharmacy, including the logo, accreditation by NAAC, and contact information. The navigation menu includes: ADMIN, ACADEMICS, EMPLOYEE, DEPARTMENT STORES, LIBRARY, ADMISSIONS, EXAMINATIONS, CORRESPONDENCE, CENTRAL STORES, and GENERAL. The user is logged in as DR. C. GOPI. The left sidebar menu is expanded to show the 'EXAMINATIONS' section, which includes: EXTERNAL, INTERNAL, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY.


## 8. CORRESPONDENCE

The correspondence module provides complaint/suggestion, greetings, groups & members, inbox, mail, parents address, parents correspondence, sms, sms credits, sms log, staff list, students list circulars, library books.

The screenshot displays the website header for GIET School of Pharmacy. The navigation menu includes: ADMIN, ACADEMICS, EMPLOYEE, DEPARTMENT STORES, LIBRARY, ADMISSIONS, EXAMINATIONS, CORRESPONDENCE, CENTRAL STORES, and GENERAL. The user is logged in as DR. C. GOPI. The left sidebar menu is expanded to show the 'CORRESPONDENCE' section, which includes: COMPLAINT/SUGGESTION, GREETINGS, GROUPS & MEMBERS, INBOX, MAIL, PARENTS ADDRESS, PARENTS CORRESPONDENCE, SMS, SMS CREDITS, SMS LOG, STAFF LIST, and STUDENTS LIST. The main content area is titled 'COMPLAINTS & SUGGESTIONS' and features radio buttons for 'Complaint' (selected) and 'Suggestion', along with 'New Complaint' and 'Search For Delete' buttons.



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## 9. GENERAL STORES

Indents, issues, masters, pending indents, purchases, receipts, reports, stock adjustments, stock entry, circulars, library books and leave history.

The screenshot displays the web application interface for the GIET School of Pharmacy. At the top, there is a header with the school's logo, name, and accreditation details. Below the header is a navigation menu with options like ADMIN, ACADEMICS, EMPLOYEE, DEPARTMENT STORES, LIBRARY, ADMISSIONS, EXAMINATIONS, CORRESPONDENCE, CENTRAL STORES, and GENERAL. The main content area is divided into two sections: 'CENTRAL STORES' on the left and 'INDENTS' on the right. The 'CENTRAL STORES' section has a dropdown menu with options: INDENTS, ISSUES, MASTERS, PENDING INDENTS, PURCHASES, RECEIPTS, REPORTS, STOCK ADJUSTMENTS, STOCK ENTRY, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY. The 'INDENTS' section has a dropdown menu labeled '--Select Department--'. There is also a search bar and a 'Log Out' button.

## 10. GENERAL

The general module provides holidays, circulars, library books and leave history etc.,

The screenshot displays the web application interface for the GIET School of Pharmacy, showing the 'GENERAL' section. The navigation menu is the same as in the previous screenshot. The main content area is divided into two sections: 'GENERAL' on the left and 'HOLIDAYS REPORT' on the right. The 'GENERAL' section has a dropdown menu with options: HOLIDAYS, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY. The 'HOLIDAYS REPORT' section displays a table with the following data:

Date	Description
12/03/2016	2nd Saturday
23/03/2016	Holi
25/03/2016	Good Friday
05/04/2016	Babu Jagan/Ram Birth Day
06/04/2016	Ugadi
09/04/2016	Second Saturday
14/04/2016	Ambedkar Jayanti
15/04/2016	Shri Rama Navmi
29/04/2016	Official Holiday For Emcat Exam
05/09/2016	Vineyaka Chevithi
10/09/2016	Second Saturday
26/06/2017	Ramjan
29/07/2017	Holiday
14/08/2017	Krishnashtami



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## IV. NON-TEACHING STAFF

The Non Teaching Staff login has the access privileges to the following modules Academics and Correspondence. The functions of the Non Teaching staff are displayed in the table below.

### 1. ACADEMICS

S.No	Functions	Descriptions
1	Leaves	Used to apply for Leaves and to cancel the same if not to avail
2	Circulars	To view the circulars however this is being exercised manually
3	Leave History	To generate tire leaves that are utilized and can check the available leaves of the personal

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ACADEMICS  
CORRESPONDENCE

Welcome K PRASADIA Search Change Password Log Out

**ACADEMICS**  
LEAVES  
CIRCULARS  
LIBRARY BOOKS  
LEAVE HISTORY


### 2. CORRESPONDENCE

S.No	Functions	Descriptions
1	Complaint/Suggestion	To post complaints or suggestions by the user for attention by the administrator
2	Inbox	To vie messages posted by the other users and to



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		compose messages to other users
3	<b>Students List</b>	To correspond with parents of selected student(s) through email or letter.
4	<b>Circulars</b>	To view the circulars however this is being exercised manually
5	<b>Leave History</b>	To generate tire leaves that are utilized and can check the available leaves of the personal



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ACADEMICS  
 CORRESPONDENCE

Welcome K PRASANNA

Search Change Password Log Out

**CORRESPONDENCE**  
 COMPLAINT/SUGGESTION  
 INBOX  
 STUDENTS LIST  
 CIRCULARS  
 LIBRARY BOOKS  
 LEAVE HISTORY

**COMPLAINTS & SUGGESTIONS**

Complaint  Suggestion

New Complaint Search For Details



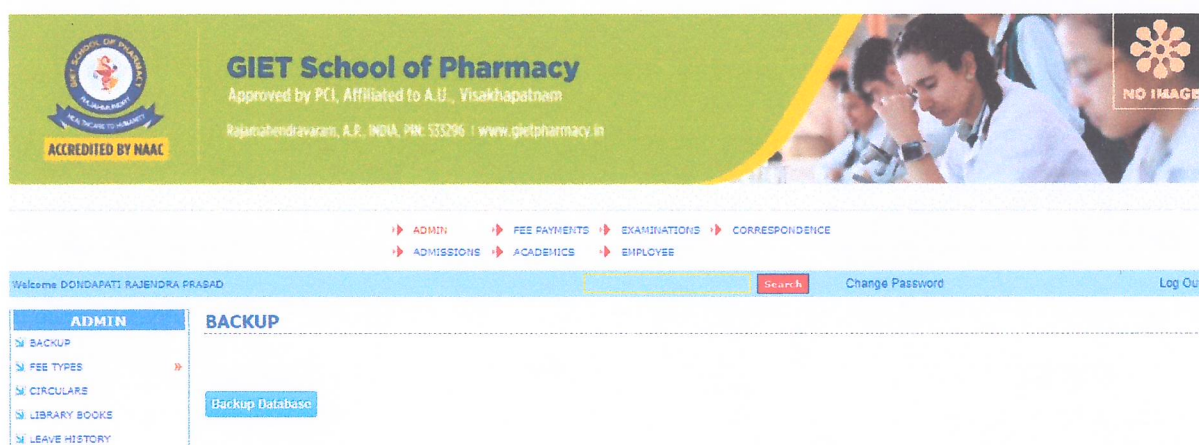
  
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## V. OFFICE

The Office login has the access privileges to the following modules Admin, Fee Payments, Examinations, Correspondence, Admissions, Academics, Employee. The functions of the Office login are displayed in the table below.

### 1. ADMIN


The Admin module which has Backup, Fee Types, Circulars, Library Books, Leave History. This module is helpful in backup of database, entering and maintain student fee details along with the dates and fine amounts.



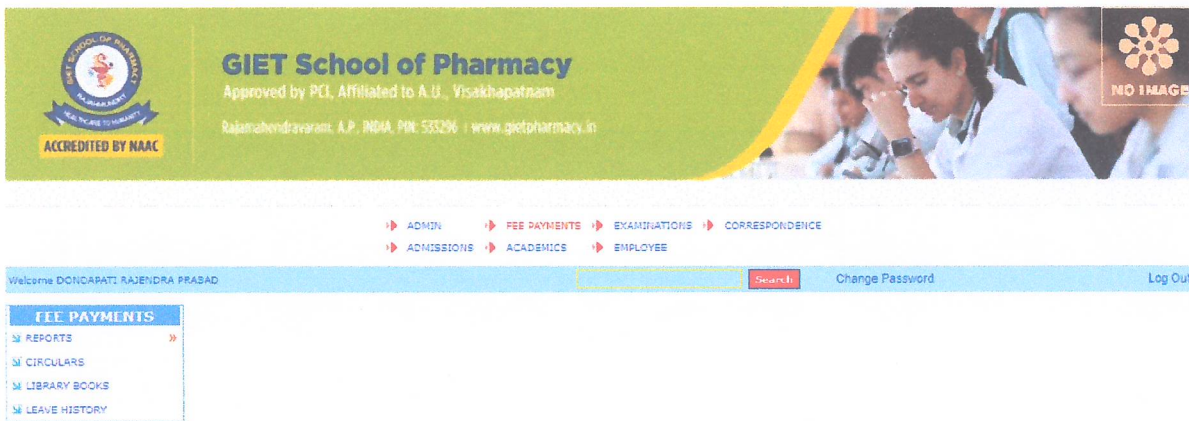
### 2. FEE PAYMENTS

The Fee Payments module which has Reports, Circulars, Library Books, Leave History. This module is helpful in maintenance of student fee card and to view the circulars however this is being exercised manually.



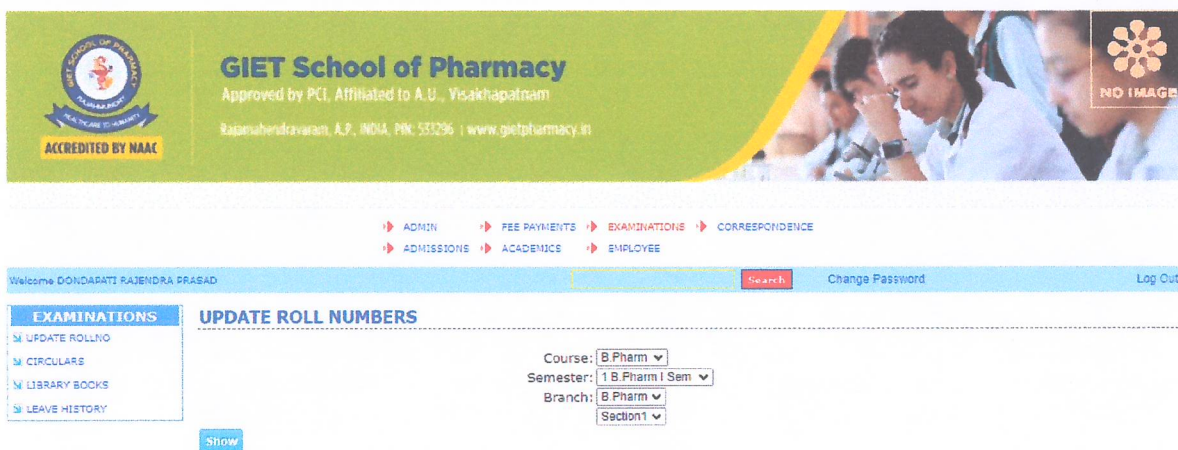
  
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### 3. EXAMINATIONS


The Fee Payments module which has Update Roll NO, Circulars, Library Books, Leave History. This module is helpful in updating student Roll NO of particular course and year for smooth functioning of college academics.



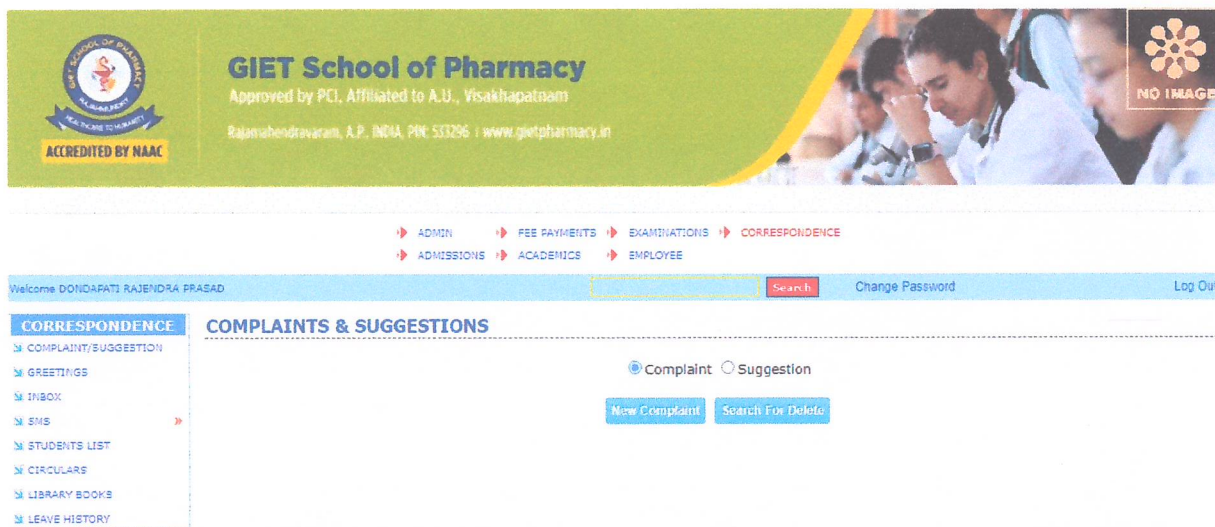
### 4. CORRESPONDENCE

The Correspondence module has Complaint/Suggestion, Greetings, Inbox, Sms, Students List, Circulars, Library Books, Leave History. This module is helpful in to post complaints or



  
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suggestions by the user for attention by the administrator, Seeing the Birthday greetings, student list and circulars.



## 5. ADMISSIONS

The Admissions module has Admission, Admission Register, Check List, College Strength, Detained Students, Scholarship Students, Transfer, Circulars, Library Books, Leave History. This module is helpful in getting details of student admission, getting student register details, strength of college, and scholarship list of students, as well as other student related details for efficient maintain of student record.



  
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## 6. ACADEMICS


The Academic module has Leaves, Circulars, Library Books, Leave History. This module is helpful to generate tire leaves that are utilized and can check the available leaves of the personal along with leave history. And to view the circulars however this is being exercised manually.



## 7. EMPLOYEE

The Employee module has Reports, Circulars, Library Books, Leave History. This module is helpful to view the list of the staff with the respective departments under staff list and to see monthly status and work duration of the personal.



  
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## VI. LIBRARY

### 1. ADMIN


The admin model provides the academic calendar, certificates, college details, complaints/suggestions, courses, credits, holidays, lecture halls, news & events, seat types, set max marks, subjects, circulars, library books and leave history.

The screenshot displays the Admin interface for the GIET School of Pharmacy. At the top, there is a header with the school's logo, name, and accreditation details. Below the header, there are navigation links for ADMIN, EMPLOYEE, LIBRARY, ACADEMICS, CORRESPONDENCE, and GENERAL. The main content area is titled 'ACADEMIC CALENDER' and features a sidebar with a list of administrative functions. The central part of the interface includes a form for adding new entries to the calendar, with fields for 'FROM', 'TO', and 'DESCRIPTION'. Below the form is a table with columns for 'SEMESTER' and 'DESCRIPTION', showing entries for '1 B.Pharm I Sem' and '1 B.Pharm II Sem'.

### 2. EMPLOYEE

The employee module provides the additional work, certificates, checklist, employee, employee loans, increments, leave management, pay roll, reports, search, circulars, library books and leave history.



  
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ADMIN    EMPLOYEE    LIBRARY  
 ACADEMICS    CORRESPONDENCE    GENERAL

Welcome MR SHAIK MSERA    Search    Change Password    Log Out

**EMPLOYEE**

- ADDITIONAL WORK »
- CERTIFICATES »
- CHECKLIST »
- EMPLOYEE »
- EMPLOYEE LOANS »**
- INCREMENT »
- LEAVE MANAGEMENT »
- PAY ROLL »
- REPORTS »
- SEARCH »
- CIRCULARS »
- LIBRARY BOOKS »

### EMPLOYEE LOAN

Teaching     Non-Teaching    Total Amount:   
 No Of EMIs:   
 EMI Purpose:   
 Date:

Interest:   
 Recovery From:

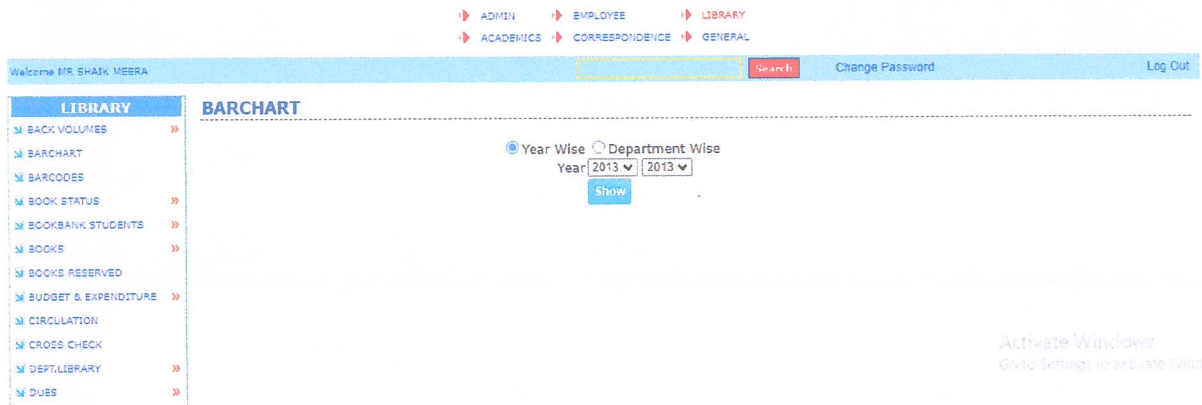
Activate Windows  
 Go to Settings to activate Windows.

### 3. LIBRARY

Library module provides back volumes, barchart, barcodes, book status, bookbank , students, books, book reserved, budget & empenditure, circulation, cross check, department, dues, edit, equipment, journal, QRAC, others, projects, purchase order, receipts, reports, requisition, rules, search, stock verification, subjects, subscription, suppliers, circulars, library books and leave history.

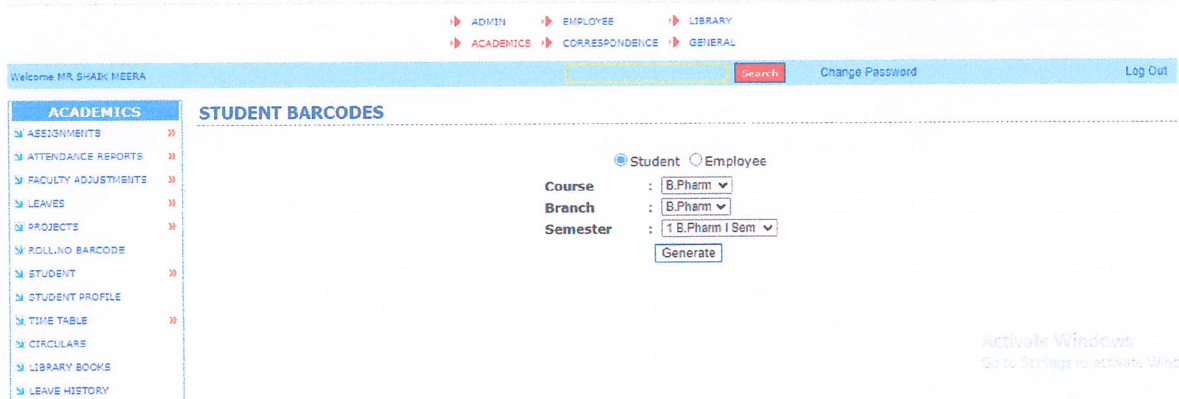


  
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#### 4. ACADEMICS

The academics module provides the assignments, attendance reports, faculty adjustments, leaves, projects, roll no barcode, student, student profile, time table circulars, library books and leaves history.



  
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## 5. CORRESPONENCES

The correspondences provide inbox, circulars, library books, leaves history.

The screenshot displays the GIET School of Pharmacy web portal. The header includes the school's logo, name, and accreditation details. A navigation menu at the top lists ADMIN, EMPLOYEE, LIBRARY, ACADEMICS, CORRESPONDENCE, and GENERAL. The user is logged in as MR SHAIK MEERA. The main content area shows the 'CORRESPONDENCE' module with a sub-menu for INBOX, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY. The 'INBOX' section is active, showing 'There are no messages in your mail box'.

Activate Windows  
Go to Settings to activate Windows.


## 6. General

The general module provides the academic calendar, holidays, circulars, library books and leave history etc.,

The screenshot displays the GIET School of Pharmacy web portal. The header and navigation menu are identical to the previous screenshot. The user is logged in as MR SHAIK MEERA. The main content area shows the 'GENERAL' module with a sub-menu for ACADEMIC CALENDER, HOLIDAYS, CIRCULARS, LIBRARY BOOKS, and LEAVE HISTORY. The 'ACADEMIC CALENDER' section is active, showing a 'Course' dropdown menu set to '-Select-'.

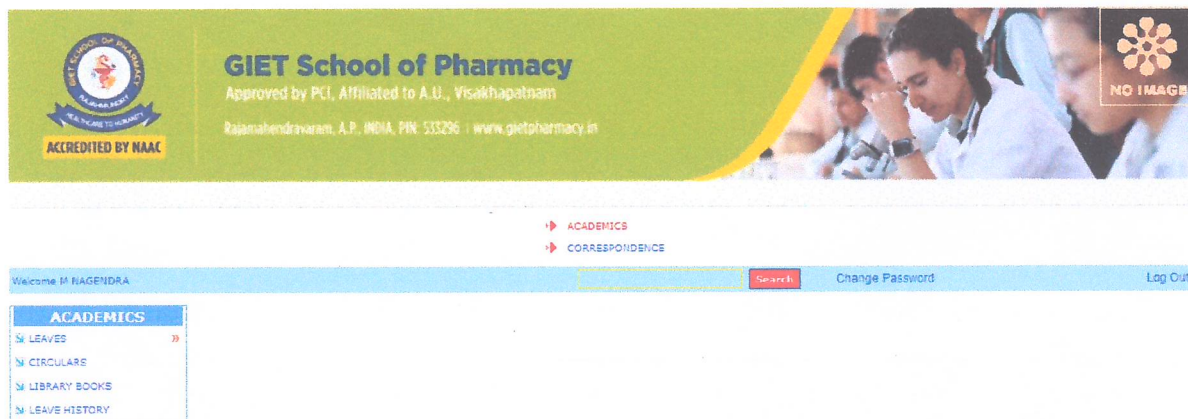


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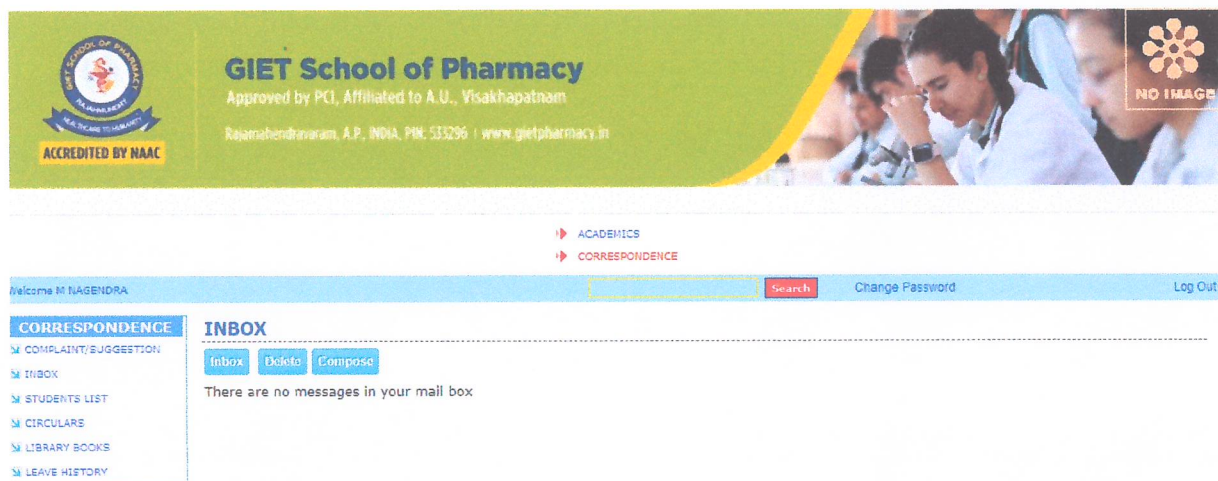
  
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## VII. SYSTEM

1. Academics module provides leaves, circulars, library books and leave history



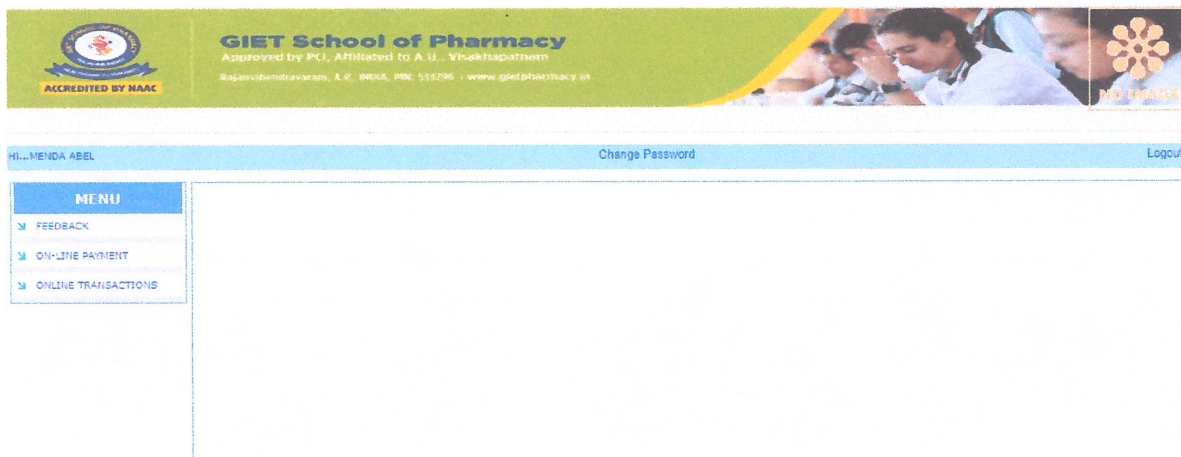
2. The correspondence module provides complaint/suggestion, inbox, students lists, circulars, library books, leave history etc.




  
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## VIII. STUDENTS

1. The student login consist of feedback, online payment and online transactions.



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