

EIMS – The complete Education Solution

An Educational Institution Management Solution

EIMS works Like an ERP for educational Institutes. It seeks to integrate the complete School Administration activity including the entire Finance Management, Student Management and the Human Resource Management including Payroll System.

EIMS was developed after exhaustive analysis of the requirements of the Indian Education System. The Software was designed to allow a total Computer Based Solution of every aspect of an educational institution like entering new student data to attendance, fees, course and curriculum design etc. Not only does it computerizes the various functions of the educational institute but also creates a very powerful database, which helps in running the organization in a very smooth and integrated form.



The immediate and simple availability of any type of data, such as student exam performance comparisons, allows the administration and faculty to make faster and better informed decisions so as to head off problems before they become severe. This database forms a very important tool, which aids in taking very intelligent decisions regarding the Institution working.

EIMS is a cost effective solution which saves time and at the same time is a highly efficient tool for gauging the performance, responsiveness and accountability among educational organizations.

Salient features of EIMS include:

1. Student Management
2. Examination Management,
3. Fee Determination and Collection,
4. Complete Course Management including faculty Course Allocation
5. Time Table Generation
6. Report Card Generation
7. Transport and Route definition
8. Various Kinds of data for Performance Evaluation of students and faculty
9. Complete Human Resource Management including Payroll System
10. Complete Integrated Financial Accounting System.

UTILITY OF EIMS

The utility of *EIMS* at different levels is as follows:

Good Database Tool_____



EIMS works as a good database tool for maintaining the past and present records of the students. The database of approximately 2000 students for a period of ten years can be maintained and can be stored in one CD having capacity 650 MB. *EIMS* can even store the health records of the students apart from the extracurricular activities and scholarship/awards records.

Communication Tool_____



EIMS is Internet enabled. Any report generated through *EIMS* can be sent to any location through dial-up or email directly. This mode of communication avoids the delay in sending through normal mail or through any other media, thus avoiding the possibility of loss of data and time due to media failure. Any report The Board wants from the institute can be generated through *EIMS* and sent instantaneously.

Institution Monitoring System & Administrative Tool_____



All the details pertaining to an institute like infrastructure, students' enrolled, withdrawing students, funds allocated and utilized etc can be monitored by *EIMS*.

Student Evaluation and Counseling Software_____



EIMS is a powerful and unique tool to evaluate the performance of students and faculty members and finds out where exactly the problem lies? Which hitherto was hampering the performance of the student? Once the problem is identified it is easy to define the remedial measures and guide the students through proper counseling.

Faculty Evaluation Tool_____



Apart from storing the details of the faculty, *EIMS* also gives a provision to analyze the performance of the faculty in greater depth in order to enable the institute to improve the quality of the faculty and hence the performance of the students. *EIMS* also monitors the parameter called *teacher-student ratio* to enable the individual institutes to arrive at the optimum teacher-student ratio.

AREAS COVERED BY SOLUTION

Student Management System

1. Data Entry

- The profile of students can be added through a *user-friendly* screen.
- Photographs of the students can be captured.
- Attendance is marked for one or many students using a calendar where the user marks the list of *absentee* students and date along with a reason for being absent. Students not marked would be treated as *present*.
- The method of entry of marks is similar to that of a spreadsheet.
- Past performance of the students can also be recorded.
- Faculty pay scales, attendance, regularization dates can also be fed.



2. Courses, Sections & Subjects

This unique feature allows the user to setup his own *courses, sections* etc for any type of institute, whether pre-school, primary school, high school or college etc. The user can sub divide his subjects into divisions, subdivisions and individual chapters so as to analyze students' performance in depth and determine weak areas in a student.

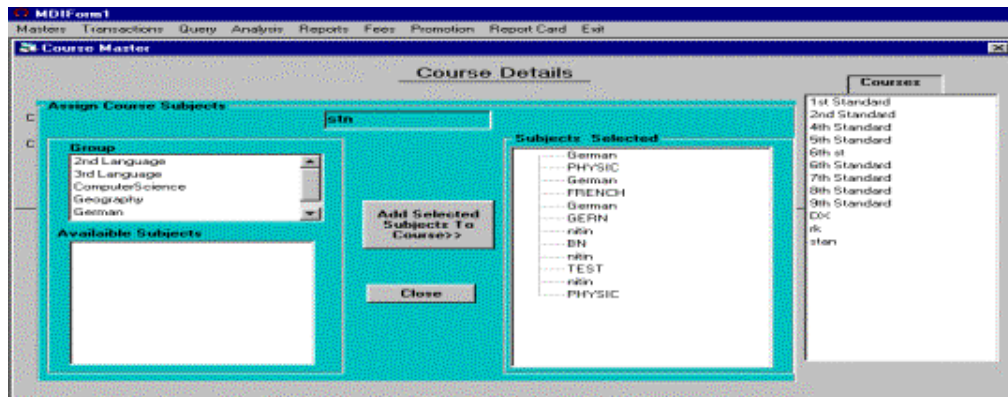
The *course* can be set up on a semester or annual basis.

Each individual *subject* can be defined separately or under a group. Further, the subjects can be termed as core or optional keeping in mind the limit of subjects that can be assigned to a particular course.



3. Fee definition & Collection Generation of Fee Receipt

This module allows for assignment and collection of all types of fees. The user can define a fee structure for all individual courses and individual students. Multiple fee structures can be assigned to each course. It also covers fee receipt printing and assigning defaulters in accounts automatically.



4. Performance Evaluation & Counseling

The most powerful feature of *EIMS* is to evaluate and analyze the performance of students by assigning various parameters i.e. performance per subject, performance per exam etc. Once the problem is identified counseling can be provided to students to improve their performance.

5. Faculty Details & Evaluation



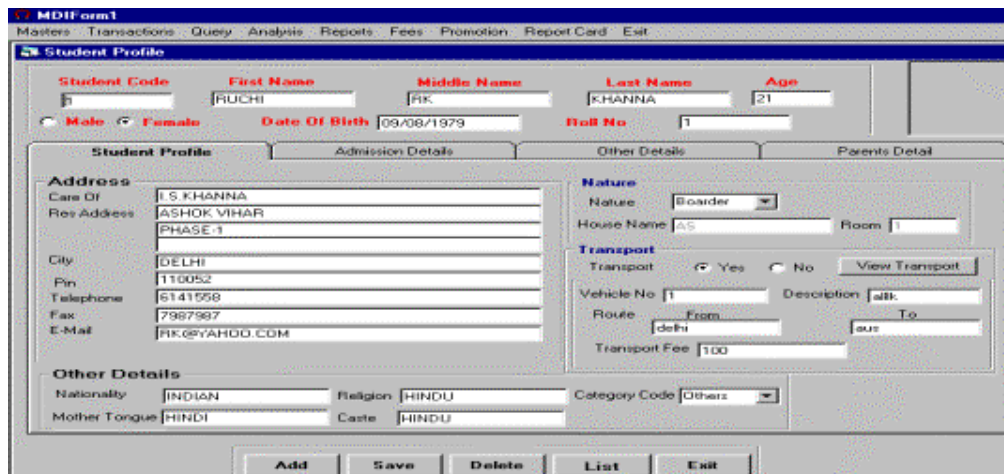
This feature provides a facility to analyze the current and past performance of the faculty members in greater depth apart from storing their details, thereby enabling the institute to improve the quality of its faculty. *EIMS* helps in storing confidential and performance records of the faculty, besides other details like scales of pay, increments, permanency, awards, leave particulars etc.

6. Recording Infrastructure of the institution

Details of the institute's infrastructure like tables, chairs, lab equipment, library, vehicles, sports goods, computers, fixture and furniture etc can be recorded easily. This helps the institute to keep track of the assets and to review its adequacy or replacement.

7. Class/Teacher Time table

- Timetables for different classes and sections can be generated.
- Subjects are displayed with the name of the faculty.
- The user can drag and drop the subjects to define the timetable.
- Generates warnings in case of a clash of classes of a particular faculty.



8. Students health Records

EIMS can also record details of the medical history of the students particularly of their blood group etc.

9. Past performance of the student

At the end of the current session all the data related to students will be stored as a history record and the user can view his past record by selecting the session. This can be used in analyzing the performance of the students.

10. Sports, Extra-Curricular activities

EIMS helps to understand and decide upon specific sports and games in which majority of the students are interested. With the help of such qualitative information the institute can take productive steps and create facilities through scientific analysis.

11. Performance Reports and Queries

This module contains different analysis queries and reports so as to check the performance of individuals and the students.



12. Withdrawal

At the time of asking a student to withdraw due to some reason or students opting to drop-out of the institute in the middle of the session, *EIMS* will check him/her for due balance (i.e. current months fee, any other amount), will raise a voucher and will print the TC.

13. Full and final settlement & TC Printing

TC printing will take place in two cases: *one* when the course ends in that institute and *second* when the students dropout of the institute in the middle. *EIMS* will check for fee, balance amount and will print Full and Final settlement letter and TC.

The screenshot shows the 'Subject And Courses' window in the EIMS software. The window has a menu bar with 'Masterz', 'Transactions', 'Query', 'Analysis', 'Reports', 'Fees', 'Promotion', 'Report Card', and 'Exit'. The main area is divided into several sections:

- Course Code:** Standard
- Faculty:** Anand Sharma, RK, DK, Fred DSouza, Govind Rao, Sanjay Kulkarni, Satish Verma, Shankar Mahadevan
- Available Sections:** Faculty, Course Name (Standard), Course Code (1st Std), Section (C)
- Subjects Handled:** A list of subjects including RBK2, GEN, PHYSIC, FRENCH, HISTORY, CIVIC1, and PHYSIC.
- Buttons:** Save, Delete, Close
- Table:** A table with columns for Faculty Name, Course Code, Section Name, and Subjects Handled.

Faculty Name	Course Code	Section Name	Subjects Handled
Anand Sharma	1st Std	C	NB
Anand Sharma	1st Std	C	D
Anand Sharma	9th Std	D	cobol95

14. Promotion Wizard

This module helps the user to promote the records of the students once the academic year is completed. The profile of the student will be carried forward to the next academic year and all the old details will automatically go into archives. Thus the need for re-entering the details does not arise again.

Human Resource Management

1 *Joining of the employee*

This module assists the user while appointing an employee. The user can enter full details of the employee, his/her previous experience and assign wages to employee.



2 *Assigning classes and courses to a faculty*

The user can assign classes and subjects to a faculty, which can later be used while defining timetables.

3 *Maintaining leave ledger of employee*



Here the user can define his leave particulars like PL, CL, SL, WL and their no. of days. While an employee is taking a leave *EIMS* will make a leave ledger for an individual employee. Leave details are required at the time of salary preparation.

4 *Defining salary structure*

Here the user can define grades, their allowances and deductions. While an employee is joining, the users can pickup a grade for the employee and computation of the salary will depend on that grade.

Category	Amount
Boarding	100
Science Fees	100
Magazine	100
Computer Fees	100
Exam Fees	100
Tuition Fees	100
Deep	100
Admission	100
Stationery	100
Others	100
Total Fees For Boarder	1000

5 *Granting loans*

EIMS has facility to enter the loan details also. It will check whether the applicant is eligible for the loan or not and will also compute the loans' limit. The limit depends on the basic salary of the employee, and computes the no of installments; the final affect would be in financial accounting. m

6 *Printing and Generation of Pay – Slip*

This option will generate pay slips for the employees. The pay slip is categorized for two types of employees i.e. Salaried and Wages. *EIMS* will compute the gross and net salary after calculating the allowances and deductions. The total amount paid for a months' salary will affect financial accounting Salary head in the expense group.

7 **Promotion**

Here the user can mark the employees who have performed well and whose promotion is due. As the users select an employee for promotion and assign a new grade to him, in the coming month his salary will be computed on the basis of the new grade.



8 **Resignation / Retirement**

When an employee submits his resignation, he has to mark the resignation by doing a transactional resign. As soon as the user marks it 'resign' or 'retire' EIMS will compute his due amount and arrears.

9 **PF Accounting**

As an employee becomes permanent the solution will ask him to register for PF. The user can then define PF percentage for deduction, PF nominees, PF Reports i.e. monthly contribution of all employees and monthly contribution of an individual employee etc.

A screenshot of a software application window titled "MDIForm1" with a menu bar containing "Masters", "Transactions", "Query", "Analysis", "Reports", "Fees", "Promotion", "Report Card", and "Exit". The main window is titled "Transport Master" and contains a form with the following fields:

- Vehicle No: 1 (dropdown)
- Charge Code: ca (text)
- Session: (empty text)
- Transport Type: allk (text)
- Registration No: 1 (text)
- Chassis No: 10 (text)
- Sitting Capacity: 10 (text)
- Make Of The Vehicle: 10 (text)
- Model Of The Vehicle: 10 (text)
- Route: From delhi To aus (text)
- Area Covered: allk (text)
- Start Time From Source: 7:30am (text)
- Start Time From Destination: 2:00pm (text)

At the bottom of the form are four buttons: "Add", "Save", "Delete", and "Exit".

Financial Accounting Management



The financial accounting module of *EIMS* is well integrated with the Student Management System and Employee Management System. The fees collected in the student module will affect the *direct income group* in the financial statement. The heads under this group i.e. the tuition fee will get credited and cash/bank will be debited automatically at the time of fee receipt generation.

Defaulter's list can be viewed in the sundry debtors account in financial accounting. Any refund to the student will affect the accounting statement in a vice-versa manner. Similarly the Employee management system will affect the Financial Accounting System when paying salary, loan, and allowances to the employees. Total Salary Amount for the month will affect cash in hand or Bank as credit and the salary head in the direct expense account. All the deductions i.e. PF, Tax, ESI would be a liability to the institution. For day-to-day activities *EIMS* provides with all types of vouchers.

1 Vouchers

EIMS has five types of vouchers i.e. Cash/Bank, Journal, Contra, Payment and Receiving.

2 Bank/Cash & Day Book

Transactions related to cash/bank will be recorded in cash and bankbook whereas the day-to-day expenses will appear in the daybook.

3 Defining Accounting heads

The user can define masters for all types of fee heads and other GL and PL accounts.

4 Bank Reconciliation

EIMS can give the details of bank reconciliation statement also.

5 Trial Balance

The facility of Printing of the trial balance is also provided.

6 Balance Sheet

The Solution can print the Balance Sheet also.

7 Year end

EIMS provides to make the year-end process where all the current financial data will be transferred to the archive, and the closing balance would appear as the opening balance of the next financial year

8 Back up

This is a utility by which users can take back up of the data any time on any media for security purposes.

9 Restore of Data

The user can also restore the back up data from the storage media to hard drive if required.



Design of the Solution

The Solution is designed using Visual Basic as the front end and MS-Access as the back end tool. It doesn't require any other software to run it. The Solution provides *Three-tier Security* at various levels to prevent unauthorized access to the system.

Minimum Hardware and Software Required for Running the Solution

- P-2/3 Processor or above
- 64 MB RAM or above
- 30 MB free disk space
- Windows 95 and above
- Scanner – optional
- Modem – optional
- Printer – Must

