





# ACADEMIC MANAGEMENT SYSTEM

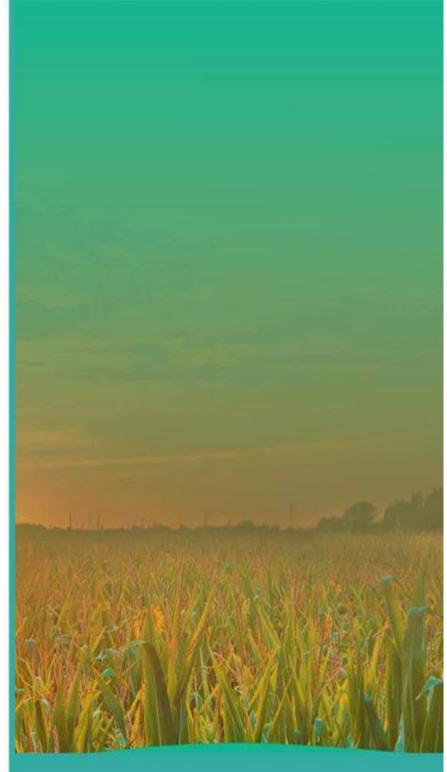
NAHEP Component 2A Project "Investment in ICAR Leadership for Agriculture Higher Education"

# Admin Reference Manual



Division of Computer Applications ICAR - IASRI Library Avenue, Pusa New Delhi – 110012

support.auams@icar.gov.in 011-25842274, 011-25842275



#### **Table of Contents**

1. Intro	oduction	1
1.1	Academic Management System	1
1.2	Modules of Academic Management System	2
2. Log	in Administrator Profile	3
2.1	Access Home Page of AMS	
2.2	Login As Administrator	
2.3	Administrator Profile Editing/Updating	5
3. Adm	ninistrator Role and Responsibilities	6
3.1	Add New Discipline	7
3.2	Registered Student Approval	8
3.3	Registered Faculty Approval	
3.4	Add New Guide From Faculty	
3.5	Add New Professor From Faculty	
3.6	Add New Head From Faculty	
3.7	Add New College/Institute	
3.8	Add New Professor Head From Faculty/Guide	
3.9	Add New Dean From Faculty	
3.10 3.11		
3.12	Assign New Roles to Faculty's Upcoming News and Event's Notification	
	dent Fees Management	
	demic Reporting Part	
5.1 5.2	Discipline Wise Report Discipline Wise Course Report	
5.2 5.3	Registered Student Report	
	Faculty Allocation Report	
5.5	Faculty Details Report	
6. Stuc	dent Updating Reporting Part	26
7. Mor	e Feature	27
7.1	Change Role	
7.2	Student Search, User Search, Course Search	

## List of Figures

Figure 1 - Modules of Academic Management System	3
Figure 2 - Home Screen of the Academic Management System	4
Figure 3 - Login Page for Administrator	5
Figure 4 - Basic Administrator profile	6
Figure 5 - New Dropdown Menu	6
Figure 6 - Add New Discipline	7
Figure 7 - Approved New Student	8
Figure 8 - Approved New Faculty	9
Figure 9 - Add New Guide from Faculty	10
Figure 10 - Add New Professor from Faculty	11
Figure 11 - Add New Head from Faculty	12
Figure 12 - Add New College/Institute	13
Figure 13 - Add New Professor from Faculty	14
Figure 14 - Add New Dean from faculty	15
Figure 15 - Start/Stop Semester	16
Figure 16 - Assign Roles to the Faculty	17
Figure 17 - Latest/Upcoming News and Event's Notification	18
Figure 18 - Student Fee Management	19
Figure 19 - Academic Reporting Part	20
Figure 20 - Discipline Wise Report	21
Figure 21 - Discipline Wise Course Report	22
Figure 22 - Registered Student Report	23
Figure 23 - Faculty Allocation Report	24
Figure 24 - Faculty Details Report	25
Figure 25 - Student Updating Reporting Part	26
Figure 26 - More Features	27

Figure 27 -	- Change Role	
Figure 28 -	- Student Search	29

#### 1. Introduction

NAHEP has been formulated by ICAR with a total cost of US\$ 165 million (Rupees 1100 crores at the exchange rate of Rs. 66.75 = 1US\$) for five years starting from 2017-18. The project is proposed on 50:50 cost sharing basis between the World Bank and the Government of India, implemented at the Education Division, ICAR, New Delhi. Overall, the project aims to develop resources and mechanism for supporting infrastructure, faculty and student advancement, and providing means for better governance and management of agricultural universities, so that a holistic model can be developed to raise the standard of current agricultural education system that provides more jobs and is entrepreneurship oriented and on par with the global agriculture education standards.

The mandate of ICAR/DARE includes promotion and coordination of education in agriculture, agro-forestry, animal husbandry, fisheries, home science and allied sciences in the country. ICAR is now embarking upon an ambitious step in further strengthening the National Agricultural Education system in the country through National Agricultural Higher Education Project (NAHEP) with financial assistance of the World Bank by investing on infrastructure, competency and commitment of faculty, and attracting talented students to agriculture.

The project would benefit all the Agricultural Universities (AUs), i.e. 63 State Agricultural Universities modelled on the US Land Grant University pattern, 5 Deemed to be Universities (DUs), three Central Agricultural University (CAUs) and four Central Universities (CUs) with Agriculture Faculty.

#### 1.1 Academic Management System

Academic Management System(AMS) has been customized by the NAHEP Component - 2 Project Team at ICAR-Indian Agricultural Statistics Research Institute (IASRI) for the implementation at various Agricultural Universities. It is a web enabled system for management of all the various academic activities of the university. The system caters to the needs of different users: Dean, Registrar, Professor, Head, Guide, Faculty, Teacher, Student, Administrators and Officials for performing their assigned tasks. A System has been designed in a modular approach with in-built work flows. System ensures that the individuals responsible for the next task are notified and receive the data they need to execute at their stage of process. At present five modules have been envisaged viz., Student Management, Faculty Management, Course Management, Administration Management and E-Learning.

AMS facilitates in automation of various academic processes of the university and enhances the efficiency of the overall system by saving time and efforts involved in manual processes. It continues to be customized as per the respective needs of the various universities.

The Project supports the Country Partnership Strategy and addresses the three engagement areas of integration, transformation and inclusion. These engagement areas foresee increased agricultural productivity and support quality improvements of higher education to create a more skilled workforce that continuously improves the productivity of key sectors, including agriculture. The proposed Project is also a multi-Global Practice collaboration (Agriculture and Education) and is expected to support activities and results directly related to cross-cutting strategic areas of climate change, jobs and gender.

#### 1.2 Modules of Academic Management System

Academic Management System automates various academic processes of the university and will enhance the efficiency of the system by saving time and efforts involved in manual processes. The data generated by the system is used for generating the reports at the national agriculture portal by aggregating the data from various state agriculture universities. The system has following sub modules:

- Courses Management
- Student Management
- Faculty Management
- Administration Management
- E-Learning Management

Hostel Management

- Administrator Role
- Head Role
- Student Role
- Faculty Role
- Guide Role
- Professor Role
- Dean

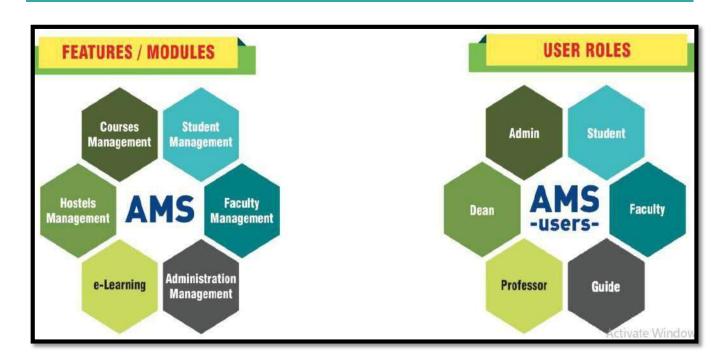


Fig. 1.2 Modules of Academic Management System

## 2. Login as Administrator

Every administrator would be provided with login credentials, using which they can login in and update their password and profile.

#### 2.1 Access Home Page of AMS

- Enter the AMS URL assigned to your university into the web browser.
- Home Page of AMS of your university will be displayed on the screen.

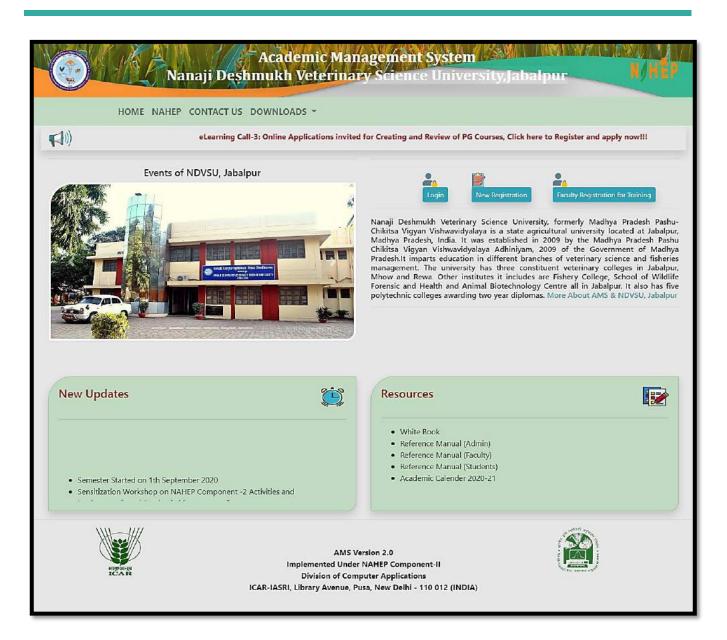


Fig. 2.1 Home Page of the Academic Management System

## 2.2 Login as Administrator

AMS Home page contain a Login button, For Administrator only login username and password will be provided by the development team.

- Click on Login Button which is right side of the AMS home page.
- Admin Can enter his/her credentials which is provided by the AMS development team.

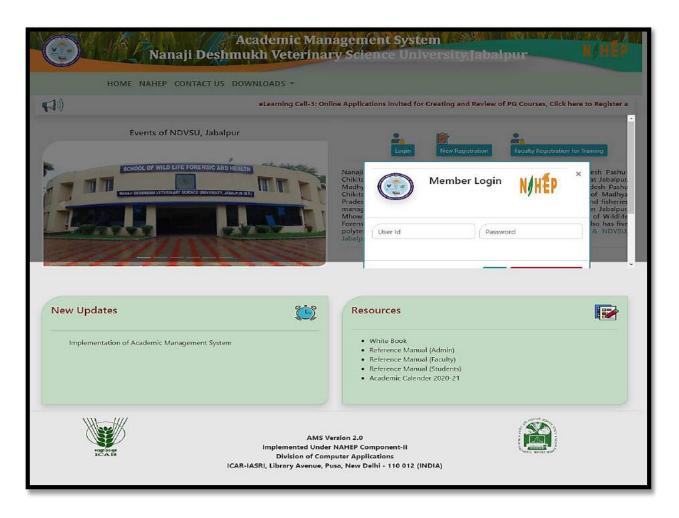


Fig. 2.2 Login Page for Administrator

## 2.3 Administrator Profile Editing/Updating

Administrator can change his/her Profile information by single click.

- To change profile image, click on change profile pic.
- Select profile pic from local computer and click on save button.
- Further profile information or contact details cannot be edited by administrator itself for that administrator have to contact with AMS development team.

	Nanaji Deshmukh Vete	Management System erinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admir Logout
	Home Add New U	Jpdate User Search Change Role	
🕋 Menu			
Session time lefti minutes Quick Access 2			
New		Admin Welcome GIRIDHARI Das	
) Financial		Change Profile Pic	
Grades		Basic Information	
Registration	Di	scipline : VPA	
ORW	De	egree : Ph.D.	
Thesis	Us	erid : Admin-NDVSU	
Qualifying Exam		Contact Details	

Fig. 2.3 Basic Administrator Profile

# 3. Administrator Role and Responsibilities

In AMS system administrator can perform number of responsibilities, some of them are listed under the **NEW** dropdown menu in the navigation bar.

Menu Seston tame leftu minutes	Home Add New Update User Search Change Role	Logout
Contract of the second s		
Quick Access 2	Admin Welcome GIRIDHARI Das	
Add Discipline Student Discipline Wise Faculty, Guide or Teacher	Change Profile Pic Basic Information	
Teacher To Faculty Faculty To Guide Guide To Professor Add Head	Discipline : VPA Degree : Ph.D.	
Add Master Trainer Add College/Institute Add Professor & Head	UserId : Admin-NDVSU	
	Contact Details	

Fig. 3 New Dropdown Menu

#### 3.1 Add New Discipline

In this menu option administrator can add new discipline and remove the existing ones if disciplines are not further selected/assign by any student or faculty.

- To add new discipline, click on NEW Tab Menu and then click on add discipline.
- To add new discipline, enter discipline ID and discipline name in corresponding text box.
- Click on **Submit button** once enter the correct discipline ID, discipline name.
- click on Remove button remove existing discipline, but discipline removed only if it is not selected by any student or faculty.

		Logged in as : DR. GINDHARI (Admin) Logout			
📄 Menu			A	dd New Discipline	
Session time left: 30 minutes.			User ID	Admin-NDVSU	
Quick Access 2			Discipline ID		
New New			Disdellar		
A Financial			Discipline		
Grades				Submit	
2 Registration			Li	st of Discipline	
CRW	Sr. No	Discipline ID	Discipline		Action
Thesis	1	АВ	Animal Biotechnol	logy	Remove
Qualifying Exam	2	AGB	Animal Genetics a	Remove	
	3	AH	Animal Husbandry	/	Remove

Fig. 3.1 Add New Discipline

#### 3.2 Registered Student Approval

Admin will approve the students' registered for any course, any student can log in to the system only after the admin approval.

- To Approve New Student, click on NEW Tab Menu and then click on student discipline wise.
- Select Discipline from dropdown.

- Select **User ID** of the student, on selecting userid some of the entries will be auto fields.
- Admin provide the roll no./id no to the student.
- In grid only student pending request will show.

	Academic Manag Nanaji Deshmukh Veterinary S		Logged in as : DR. GIRIDHARI (Admin)
	Home Add New Update L	Iser Search Change Role	Logout
Menu	Choose I	viscipline Wise Students	
Quick Access 2	New Student	ShowyHide	
🔥 New	STUDENT INFORMATION	unony no e	
👌 Financial	STUDENT INFORMATION		_
Grades	User Id Select User Id	Roll No	
& Registration	Discipline	Institute	
CRW.	E Please Select	Please Select	.*
	Degree	Enrollment Date	
Thesis	Elect Degree	dd-mm-yyyy	
Qualifying Exam	AMS Reg No.		
* Reports			
C Undate information	Submit		

Fig. 3.2 Approved New Student

#### 3.3 Registered Faculty Approval

All the faculty members will fill the registration form and then admin will approve the registered faculty. Faculties can access their account only after admin approval.

• To Approve New faculty, click on NEW Tab Menu and then click on faculty, guide, teacher.

- Select the faculty id from the dropdown list, on selecting the faculty id some of the • entries will be auto fields
- Select the designation from the dropdown list. •
- Add specialization and research area in corresponding text field and click on Submit
- All the new members approved are displayed in the gridview shown on the page on • every page refresh.
- Admin can also remove any faculty member by using the **remove button** given in the • gridview.

<b>A</b>		Nanaji	Acade Deshmukh	emic Managem Veterinary Scie	ent Sy ence U	stem niversity,Jabalpur		Logged in as : DR. GIRIDHARI (Adm
<b></b>				New Update User S				Logout
Seeding time left: 30 minutes.	Add F	aculty			Show	/Hide		
New	FACUL	IY INFORMATION						
Financial	Faculty							
Grades		e Select						•
Registration	Parent	Discipline				Discipline		
ORW		e Select		1	1	Please Select	*	
Thesis	Design	ation				Posting Place		
Qualifying Exam		e Select			0	Please Select		
Reports	Special	ization				Research area		
Lindete information	Subr	ut						
			_	New Facu	ilty Me	ember Requests		
	Sr. No	User Name	Discipline	Mobile	Em	all	Mailing Address	Action
	1	Deepika	AB	9999098208	dee	pikac259@gmail.com	HAWELIA VALENCIA HOMES	Remove
	2	Madhu Swamy	VPP	9826146091	drsr	nduvs©gmail.com	Professor & Head Dept of Veterinary Pathology Veterinary College Jabalpur 482001	Remove

Fig. 3.3 Approved New Faculty

#### 3.4Add New Guide from Faculty

Admin have the rights to change/update the role of a faculty from the lower to higher designation or vice versa.

- Add New Guide from Faculty, click on NEW Tab Menu and then click on faculty to • guide.
- Select the discipline form the dropdown menu and click on **submit** button. •
- The list of faculty will be displayed in the gridview admin have the rights to add or • remove from the assigned role by clicking on remove button.

	Nanaji De	Logged in as : DR. GIRIDHARI (Admin)						
	1	Home Add New Upp	late User Search Change Role	Logout				
Session time left: minutes.		Add Nev	w Guide From Faculty					
Quick Access 2	Disci	oline	AB - Animal Biotechnology					
Rew New	Submit							
Financial								
Grades		Existing G	uide For Discipline : AB - Animal Biotechnology ( AB					
🕵 Registration	Guide Name	Guide Type	Guide Posting Place	Remove From Guide				
ORW ORW	AJIT PRATAP SINGH	Head	Animal Biotechnology Centre, Jabalpur	Remove From Guide				
Thesis	KAJAL KUMAR JADAV	Guide	Animal Biotechnology Centre, Jabalpur	Remove From Guide				
Qualifying Exam		Existing Fa	culty For Discipline : AB - Animal Biotechnology ( Al	8)				
Reports	No Records							

Fig. 3.4 Add New Guide from Faculty

## 3.5 Add New Professor from Faculty

Admin can add new professor form faculty member.

- Add New Professor from Faculty, click on **NEW Tab Menu** and then click on guide to professor.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of guide will be displayed in the gridview admin have the rights to add or remove from the assigned role by clicking on remove button.

	Academic Management System L Nanaji Deshmukh Veterinary Science University,Jabalpur DR. G Home Add New Update User Search Change Role						
Menu     Session time left minutes      Quick Access 2      New      Financial		Add New Prof Discipline	AB - Animal Biotechnology				
Grades	No Records		fessor For Discipline : AB - Animal Biotechnology ( AB )				
ORW Thesis	Faculty/Guide Name	Existing Facult	ty/Guide For Discipline : AB - Animal Biotechnology (AB ) Faculty/Guide Posting Place	Allocate Professor			
Qualifying Exam	KAJAL KUMAR JADAV	Guide	Animal Biotechnology Centre, Jabalpur	Allocate Professor			

Fig. 3.5 Add New Professor from Faculty

## 3.6Add New Head from Faculty

Admin can add new Head form faculty member.

- Add New Head from Faculty, click on **NEW Tab Menu** and then click on Add Head.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of guide will be displayed in the gridview admin have the rights to add or remove from the assigned role by clicking on remove button.

	Nanaji	Logged in as : DR. GIRIDHARI (Admin) Logout							
Gestion time left: minutes.		Add New H	lead From Guide / Faculty						
Quick Access 2	Discipline AB - Animal Biotechnology								
New New		5 14 0 00 00 00 00 00 00 00 00 00 00 00 00	Submit	l.					
A Financial									
Grades	Head Name	Head Type	Head For Discipline : AB - Animal Biotechnology (AB	Remove From Head					
Segistration	AJIT PRATAP SINGH	Head	Animal Biotechnology Centre. Jabalpur	Remove From Head					
ORW									
Thesis		Existing Face	ilty/Guide For Discipline : AB - Animal Biotechnology	/ (AB )					
Qualifying Exam	Faculty/Guide Name	Faculty/Guide Typ	e Faculty/Guide Posting Place	Add To Head					
Reports	KAJAL KUMAR JADAV	Guide	Animal Biotechnology Centre, Jabalpu	r Add To Head					
C Undate Information									

Fig. 3.6 Add New Head from Faculty

## 3.7Add New Colleges/Institutes

Administrator can add the colleges/institutes affiliated by the particular university.

- Add New colleges/institutes, click on NEW Tab Menu and then click on Add
   College/Institute.
- Click on Add College Name/Institute name from the drop down menu.
- Write the College name, Acronym, Place and address in the text area corresponding to their label fields and click on **submit button**.
- Gridview on this page shows the list of the colleges added till now.
- The details of the colleges entered in the Gridview can be updated using **UPDATE** button.

			Academic Mar Nanaji Deshmukh Veterina				pur	Logged in as : DR. GIRIDHARI (Admin) Logout	
			Home Add New Update	User Sear	sh Chang	je Role		eugour -	
📄 Menu				Add C	ollege/In	stitute			
Session time left; 30 minutes.			College/	nstitute Nan	ie:				
Quick Access 2			Acronym	<b>1</b> 2	-				
New New			Place (Ci State:	ty):		-			
ඩ් Financial			Address:		Select	State			
Grades			Pincode:		-				
Registration					ave Cance				
ORW	-			10	tar Entries.	12			
Thesis	Action	inst_ld	Name	Acronym	Gity	State	Address	Pincode	
Qualifying Exam	Update	1	Nanaji Deshmukh Veterinary Science University	NDVSU	Jabalpur	Madhya Pradesh	Jabalpur, Madhya Pradesh -4820	01 482001	
Reports	Update	2	College of Veterinary Science & Animal Husbandry	CVSAHJ	Jabalpur	Madhya Pradesh	Jabalpur, Madhya Pradesh -4820	01 482001	
C Indate Information	Update	3	College of Veterinary Science & Animal Husbandry	CVSAHM	Mhow	Madhya Pradesh	Mhow Madhya Pradesh - 453 44	6 453 446	

Fig. 3.7 Add New College/Institute

## 3.8 Add New Professor Head from Faculty/Guide

Admin can add new Professor head form faculty member.

- Add New Professor Head from Faculty/Guide, click on **NEW Tab Menu** and then click on Add New Professor &Head.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of faculty/guide will be displayed in the gridview admin have the rights to add or remove from the assigned role by clicking on Allocate Professor/Remove Professor.

	Nar	Logged in as : DR. GIRIDHARI (Admin) Logout		
Guick Access 2			r Head From Guide / Faculty	
New New		Discipline	B - Animal Biotechnology 💌	
A Financial		Evisting Professe	or Head For Discipline : AB - Animal Biotechnology (A	8)
Grades			n near for Discipline . Ab - Anniar Discentiology (A	5)
2 Registration	No Record	ds		
ORW				
Thesis		Existing Faculty	'Guide For Discipline : AB - Animal Biotechnology ( Al	3)
Qualifying Exam	Faculty/Guide Name	Faculty/Guide Type	Faculty/Guide Posting Place	Allocate Professor Head
Reports	KAJAL KUMAR JADAV	Guide	Animal Biotechnology Centre, Jabalpur	Allocate Professor Head

Fig. 3.8 Add New Professor from Faculty

## 3.9 Add New Dean from Faculty

Admin can add new dean head form faculty member.

- Add New dean from Faculty, click on **NEW Tab Menu** and then click on Add New dean.
- Select the discipline form the dropdown menu and click on **submit** button.
- Select the faculty form dropdown list and then click on **allocate dean.**
- The list of new dean will be displayed in the gridview admin have the rights to remove from the assigned role by clicking on **remove from dean**.

	Academic Manager Nanaji Deshmukh Veterinary Sc	Logged in as : DR. GIRIDHARI (Admin) Logent	
	Home Add New Update Use	r Search Change Role	
Session time left: 30 minutes.	Add No	ew Dean From Faculty	
Quick Access 2	Discipline Please M	lake a Selection	
New	<u>.</u>	Submit	
👌 Financial			
Grades			
2. Registration			
ORW			
Thesis			
Qualifying Exam			
Reports			

Fig. 3.9 Add New Dean from Faculty

## 3.10 Start/Stop Semester by Administrator

Add semester option is providing to the admin to start/stop semester in a particular session. In which courses are bind with particular semesters.

- To start/stop semester, click on NEW Tab Menu and then click on semester.
- Select academic year from the dropdown list.
- Select semester from the dropdown list.
- After that click on registration start to registration in that particular academic year.
- Click on registration stop to stop registration for that particular academic year.

	Academic Management S Nanaji Deshmukh Veterinary Science U Home Add New Update User Search	Iniversity,Jabalpur		Logged in as : DR. GIRIDHARI (Admin) Logaut
Getäise time left: 30 minutez.	Registration Process Star		2019-20	
Quick Access 2	Academic Year	2019-20	v	
New	Semester	1	~	
A Financial				
Grades	Registration Start	Registration Stop		
2. Registration				
ORW				
Thesis				
Qualifying Exam				
P Reports				

Fig. 3.10 Start/Stop Semester

## 3.11 Assign New Roles to Faculties

Admin can assign different roles to the faculty members.

- Assign New roles to the Faculty's, click on NEW Tab Menu and then click on assign roles to faculty.
- Here admin can assign the role of some other faculty of different discipline to some other faculty of different discipline.

		Logged in as: DR. GIRIDHARI (Admin) Logodi			
		Home Add Nei	w Update User Search Change	e Role	
Session time left: 30 minutes.			Assign Role to I	Faculty	
New J		Parent Discip	line		
New		Please Selec	ť	٠	
A Financial		Course Facult	λ		
Grades		Please Selec	t Faculty	.*	
Grades		UserType			
🐊 Registration		Please Selec	t User	*	
ORW.		Sub Discipline			
		Please Selec	t Sub-Discipline	.*	
Thesis			Assign Role		
Qualifying Exam					
Reports		ž.	Multiple Role to Fac	ulty Report	
	S.No.	Course Faculty	Allotted Discipline	UserType	Action
C Undate Information	1	Dr. AJIT PRATAP SINGH	Animal Biotechnology	Director	Remove

Fig. 3.11 Assign New Roles to Facultys,

## **3.12** Latest/Upcoming News and Event's Notification

Admin can add Upcoming News and Event's Notification on the home page of the website using this option.

- To show latest/upcoming news and /events notification, click on **NEW Tab Menu** and then click on **what's news**.
- Add Title, Description, Date and link in their corresponding text area against their labels fields.
- If there is any file related to any update we can upload that also by using file upload.
- After entering all details click on save button.
- The updates will be reflected on the home page of the website.

	,	Nanaji De	Academic Mar shmukh Veterina	nagement System ry Science University,J	abalpur		Logged in as : DR. GIRIDHARI (Admin) Logout
		1	Home Add New Update	User Search Change Role			
Session time left; 30 minutes.)				What's New			
Cuick Access 2			Title				
New			Descripition		A		
👌 Financial					h		
Grades			Publish Date	dd-mm-yyyy			
2. Registration			Provide Link				
ORW ORW				Save Reset			
Thesis	Title	Description		Current Date	Publish Date	IsActive	Actions
Qualifying Exam	STARTING SEMESTER	Contraction of the second s	rted On 1th September	Tuesday, September 29, 2020	Monday, August 24, 2020	ISACtive	
Peports	STARTING SEMESTER	2020	ned on this september	Tuesday, September 29, 2020	Monday, August 24, 2020		Link Edit Delete
C Unriate Information	NAHEP COMPONENT - 2	Component -	Workshop On NAHEP -2 Activities And ion Of Academic t System	Monday, November 4, 2019	Wednesday, November 6, 2019		Link Edit Delete
	MARKS LIST	Fill Mark List	Before 15th Nov 2019	Wednesday, November 6, 2019	Wednesday, November 6, 2019		Link Edit Delete

Fig. 3.12 Latest/Upcoming News and Event's Notification

## 4. Student Fee Management

Student fee management deal with the discipline wise fees, fellowships and contingency as per the university norms.

- click on Financial Tab Menu and then click on Discipline Wise Fees.
- Select the Academic year, Discipline and student Semester and click on submit button.

 $\hfill\square$  All details will display in gridview.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout
Menu	Home Add New Update User Search Change Role	() 
Cessiva time left: 30 minutes.	Discipline Wise Fees Details Academic Year Please Select	
New	Discipline Please Select   Student Semester  Please Select	
Grades	Submit Reset	
CRW		
Thesis		
Qualifying Exam		

Fig. 4 Student Fee Management

## 5. Academic Reporting Part

Here admin can extract the information related to his/her university in different formats, various type of reports from the student /faculty side can be generated from this reporting part.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admir Logout
	Home Add New Update User Search Change Role	rogour
Reports	Discipline Wise Report	
Discipline Wise Reports Displine Wise Course Reports	DisciplinePlease Make a Selection  InstitutePlease Make a Selection	
Student Register Report PPW-ORW Status Report Thesis & Qualifying Date Report	O O O O O O Faculty Professor Student Course Offered Guide Courses	
Course Result Leaderwise Report Faculty Allocation Report	Submit Reset	
Faculty Report Not Registered Students		
Roaster Form Course Registration		
Registration Roaster Report Remedial Course Report		
Show User		

Fig. 5 Academic Reporting Part

## 5.1 Discipline Wise Report

Admin can see all details related to the particular discipline.

- click on **Reports** menu and then click on Discipline Wise Fees.
- Select discipline from dropdown list.
- Select college/institute from the dropdown list then check faculty, professor, student, course offered course, guide following fields according to the requirements.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search Change Role	ugou
Session time left: 30 minutes.	Discipline Wise Report	
Quick Access 2	DisciplinePlease Make a Selection *	
Rew New	Institute Please Make a Selection *	
🖞 Financial	O O O O O Faculty Professor Student Course Offered Guide	
Grades	Courses	
2 Registration	Submit Reset	
ORW		
Thesis		
Qualifying Exam		
* Reports		

Fig. 5.1 Discipline Wise Report

## 5.2 Discipline Wise Course Report

Admin can see all details related to the particular courses.

- Click on **Reports** menu and then click on Discipline Wise Course Report.
- Select academic year from dropdown list.
- Select semester, institute, discipline and then click on submit button.

• Accordingly, the result will display into the gridview after that click on **print button** to take print.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search Change Role	Cogott.
Session time left: 29 minutes.	Course Report	
🗧 Quick Access 💈	Academic YearPlease Make a Selection	
New New	SemesterPlease Make a Selection *	
🕅 Financial		
Grades	InstitutePlease Make a Selection	
将 Registration	DisciplinePlease Make a Selection *	
ORW	Submit	
Thesis		
Qualifying Exam		
E Reports		

Fig. 5.2 Discipline Wise Course Report

## 5.3 Registered Student Report

Admin can see all details related to the registered student report.

- Click on **Reports** menu and then click on registered student Report.
- Select enrollment year from dropdown list.
- Select degree, institute, gender, category and then click on submit button.
- Accordingly, the result will display into the gridview after that click on print button to take print.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as: DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search Change Role	
Session time left: 30 minutes	Register Students Report	
Quick Access 2	Registration Year	
📙 New	Degree All *	
A Financial	Institute All v	
Grades	Gender All T	
2, Registration	Category All *	
CRW	Submit Reset	
Thesis		
Qualifying Exam		
Reports		

Fig. 5.3 Registered Student Report

## 5.4 Faculty Allocation Report

Admin can see all details related to the allocated faculty for the particular course.

- Click on **Reports** menu and then click on faculty allocation Report.
- Select academic year, discipline, institute and then click on submit button.
- Accordingly, the result will display into the gridview after that click on **print button** to take print.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search Change Role	
Menu	Faculty Allocation Report	
Session time left: 30 minutes.	Academic Year	
Rew New	DisciplinePlease Make a Selection	
🖞 Financial	InstitutePlease Make a Selection *	
Grades		
2. Registration	Submit Reset	
ORW		
Thesis		
Qualifying Exam		
Reports		

Fig. 5.4 Faculty Allocation Report

## 5.5 Faculty Details Report

Admin can see all details related to the allocated faculty for the particular course.

- Click on **Reports** menu and then click on faculty Report.
- Select required field and then click on submit button.
- Accordingly, the result will display into the gridview after that click on **print button** to take print.

	Nanaji De	Academic Mana shmukh Veterinar	igement System y Science Universit	ty.Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout			
	н	ome Add New Update	User Search Change Ro	he				
Menu Session time left: 30 minutes:			Faculty Report					
Quick Access 2								
New	1	Note: Please select only 5 columns at a time for better printable report						
👌 Financial	OFaculty Id	OName	OFaculty Discipline1	DFaculty Parent Discipline Id	EFaculty Designation			
Grades	OFaculty Posting Place	OFaculty Specialisation	OFaculty Research Area	DFaculty Publications	EFaculty Status			
🐥 Registration					8			
ORW ORW	Ofaculty Discipline2	OFaculty Type	DGender	Email				
Thesis	CDT_JOIN	CDESGN_DATE	Retirement Date	CDT_RES	⊡DT_IND			
Qualifying Exam	CTel_office	OMobile	CMailing Address	Permanenet Address				
E Reports	□Click here to select all							
			Submit					

Fig. 5.5 Faculty Details Report

# **NOTE:** Some more reporting part is also providing to the administrator in admin can see other reports as well according to the requirements.

## 6. Student Updating Reporting Part

Admin can see all details related to the student and also update their information accordingly.

- Click on student update menu and then click on Reports.
- Select menu item according to the information required.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur		Logged in as : DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search	n Change Role	
Financial	Update St	tudent Information	
Grades	Disciplineplease	e Make a Selection	
2. Registration	Enrollment Year		
ORW	Enroliment realPlease	e Make a Selection	
Thesis	DegreePlease	e Make a Selection	
Qualifying Exam	Subm	nit Reset	
Reports			
C Update Information			
Update Student Report			
Update Faculty Infromation Change Student Status Enter Student Fee Record			

Fig. 6 Student Updating Reporting Part

**NOTE:** The list of student update reporting menu showing some of the reporting part, admin can easily click on particular menu and get the relative information form that menu.

## 7. More Features

Some extra features also providing to the admin.

- Click on **more** menu and then click on menu items.
- Select menu item according to the information required.

	Academic Nanaji Deshmukh Vete	Management System rinary Science University,.	labalpur	Logged in as : DR. GIRIDHARI (Admin)
	Home Add New U	pdate User Search Change Role		Logout
Qualifying Exam		Change Role		
* Reports	Discipline	Discipline	•	
G Update Information	User Type	Select UserType	.*	
•••• More	Institute	Select College	*	
Change	Enrollment Year	2016	*	
Change Role	Users	Users	•	
Student Search User Search		Submit Reset		
Course Search Thesis Search	OR Enter Student Roll No. (To Search Student)			
Course Evaluation Proforma Add/Modify Questions	Roll No.			
Related Links				
		Find Student		

Fig. 7 More Features

#### 7.1 Change Role

Admin has right to access all the other users profile and do needful changes in case he/she can't do their own work due to some circumstances. This facility is provided under change role tab, here admin can change its role to any required user type.

- Click on More menu option, then click on change role.
- Select discipline, usertype, college and users from dropdown then click on submit button.
- Now admin can access the selected usertype profile and do the needful change.

	Academic Manager Nanaji Deshmukh Veterinary Sc Home Add New Update Use	ience University, Jabalpur		Logged in as : DR. GIRIDHARI (Admin) Logout
Menu	Change Role			
Gession time laft: 30 misutes	Discipline	e	*	
	User Type Select Us	serType		
New New	Institute Select Co	ollege	*	
A Financial	Enrollment 2016		-	
Grades	Year			
2. Registration	Users			
I ORW		Submit Reset		
III Thesis	Enter Stud	OR lent Roll No. (To Search Student)		
	Roll No.			
Qualifying Exam				
Reports		Find Student		
C Lindate information	-	A Transformer Contractor		

Fig. 7.1 Change Role

## 7.2 Student Search, User Search, Course Search

Admin has right to access to find AMS users profile.

- Click on More menu option, then click on user search.
- Admin can search by first name, middle name, last name.
- Now click on Find User button.
- All the related information will show in gridview.

	Academic Management System Nanaji Deshmukh Veterinary Science University,Jabalpur	Logged in as : DR. GIRIDHARI (Admin) Logout
	Home Add New Update User Search Change Role	
Menu         Session time left 30 minutes.         Quick Access 2         Quick Access 2         New         Financial         Grades         Registration         ORW         Thesis	First Name   Middle Name   Last Name     Find User     Reset	
Qualifying Exam		

