



ERP Document

ERP software which is being used at Sanstha level is designed and developed in-house with the help of developer team. There are various modules which facilitates the smooth functioning of various academic and administrative activities.

User Manual of ERP – LTJSS

Main Users of the academic module are

- 1. Head of the Department
- 2. Semester wise Time Table In-charges
- 3. Teaching Faculty

Note - Every Time Table In-charge has to work for the Semester which has been allotted to him/her.

-Faculty should create Teaching Plan for Every Allotted Theory and Practical Subject (Teaching Load).

Academic Report is available to the Principal and HOD (at Department Level) and Teaching Faculty (at Personal Level)

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Academics	Academic Term	: 2023Odd	~	Course	CSE		Seme	ster :	5th Semester	✓ Til	Date :	22-09-2023						
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Report (Head of Department) Dept - Exam Criteria (Head of Department)	BTECH- CSE-501T - Artificial Intelligence	Mr. Dipak Bhayyaji Khadse	A	Main	36	37	10	7	-80.56	19.44		27	0	0	0	83.44	Lagging	Slow
Dept - Internal Marks Report (Head of Department) Dept - Master Attendance Report	BTECH- CSE-502T - Design and Analysis of Algorithms	Miss. Archana Anandrao Nikose	A	Main	36	38	9	9	-75.00	25.00	1	28	0	o	0	63.37	Lagging	Normal
(Head of Department) Dept - Non Working Days (Head of Department) Dept - Remove Provisional Student	BETCH- CSE-503T - Software Engineering and Project Management	Miss. Shrunkhala Satish Wankhede	A	Main	36	31	25	25	-16.67	69.44	12		0	6	0	82.06	Lagging	Normal
Head of Department)	BTECH- CSE-504-1T - TCP/IP	Mr. Dinesh Vijay Jamthe	A	Main	36	31	10	10	-58.33	27.78		21	0	0	0	82.19	Lagging	Normal
Management (Head of Department)	BTECH- CSE-506T - Effective	Miss. Ranu Prayan	A	Main	24	22	6	6	-66.67	25.00	1	15	0	0	0	57.03	Lagging	Normal





Head of the Department Panel has following Links:

- **Classrooms/ Lab**. :- This link is used to Add, Edit and Delete Classroom and Laboratory Names required to make Departmental Time Table.
- **Slot Management**: This link has 2 tabs that are to be used to create Period timings and to create slots by using period timings.
- Create Period Timings: Select Course, Period Number, Start time and End Time.
- **Create Slots** :- Create number of slots using period timings so that it can be used to create time table (Theory, Practical, Tutorial, Project and Seminar) Above tabs are required to create master record for Period Timings and Time
- **Slots at department level**. These Period Timings and Time Slots are required to Create Section wise Time Table.

Dept-Academic Report: - Select Academic Term, Course, Semester, and Date to see Academic Report for (Theory, Practical, Tutorial, Project and Seminar)

Weekly Time Table: - This link shows the weekly time table details with Engaged or Not Engaged Status for complete academic span.

Master Attendance Report: - This link provide user interface to create consolidated attendance report based on eligibility criteria for the specific date span.

To create master attendance report, Select Academic Term, Course, Semester, Section, Eligibility for (CAT1, CAT2, Sessional Exam.), Eligibility Criteria (eg. 75% Attendance) and Date span to see subject wise and overall attendance for (Theory, Practical, Tutorial, Project and Seminar).





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sn.	Status	KOII NO.	Name of Student													Percentage
2				25	(%)	10	(%)	9	(%)	10	(%)	6	(%)	0	(%)	(%)
1	Confirmed	0101	ANUJA MADHUKAR RAGHORTE	24	96.00	10	100.00	6	66.67	8	80.00	5	83.33		0.00	71.00 %
2	Confirmed	0102	APEKSHA MULCHAND KAWALE	24	96.00	7	70.00	7	77.78	8	80.00	3	50.00		0.00	62.30 %
3	Confirmed	0103	AYUSHI SACHIN INGOLE	6	24.00	4	40.00	2	22.22	8	80.00	2	33.33		0.00	33.26 %
4	Confirmed	0104	HITAKSHI LEKARAM SHAHARE	25	100.00	4	40.00	7	77.78	10	100.00	6	100.00		0.00	69.63 %
5	Confirmed	0105	ISHIKA JAYANT URKUDE	22	88.00	5	50.00	4	44.44	9	90.00	4	66.67		0.00	56.52 %
6	Confirmed	0106	JAYA SUDHAKAR FULZELE	18	72.00	8	80.00	7	77.78	9	90.00	5	83.33		0.00	67.19 %
7	Confirmed	0107	JYOTI MAHAGILAL TILESHWAR	21	84.00	5	50.00	7	77.78	5	50.00	3	50.00		0.00	51.96 %
8	Confirmed	0108	KALYANI ARAVIND MUDE	19	76.00	9	90.00	6	66.67	10	100.00	6	100.00		0.00	72.11 %
9	Confirmed	0109	KHUSHI KAILASH KACHWAHA	22	88.00	9	90.00	4	44.44	8	80.00	1	16.67		0.00	53.19 %
10	Confirmed	0110	MAHIMA PRAVIN ADHALE	23	92.00	7	70.00	8	88.89	10	100.00	5	83.33		0.00	72.37 %
11	Confirmed	0111	IANIISHA SHRIDHAR SONKUSARE		88.00	9	90.00	7	77.78	9	90.00	3	50.00		0.00	65.96 %
12	Confirmed	0112	MANSI TULSIDAS BHUJADE MEHAK ASPAK KHAN		80.00	7	70.00	2	22.22	9	90.00	3	50.00		0.00	52.04 %
13	Confirmed	0113	MEHAK ASPAK KHAN	25	100.00	9	90.00	8	88.89	10	100.00	6	100.00	2	0.00	79.81 %
14	Confirmed	0114	MRUNMAYEE RAJENDRA CHAUDHARI	21	84.00	8	80.00	3	33.33	4	40.00		0.00		0.00	39.56 %
15	Confirmed	0115	NIKITA LAXMAN NANHE	21	84.00	9	90.00	3	33.33	10	100.00	3	50.00		0.00	59.56 %
16	Confirmed	0116	PRERNA MOHAN SHAHU	21	84.00	10	100.00	5	55.56	5	50.00	4	66.67	3	0.00	59.37 %
17	Confirmed	0117	SAKSHI KOTHIRAM THAKARE	20	80.00	9	90.00	6	66.67	10	100.00	5	83.33		0.00	70.00 %
18	Confirmed	0118	SAYALI DEEPAK KHEDIKAR	21	84.00	10	100.00	9	100.00	10	100.00	4	66.67		0.00	75.11 %
19	Confirmed	0119	SEJAL MAHENDRA PATIL	21	84.00	9	90.00	8	88.89	7	70.00	4	66.67		0.00	66.59 %
20	Confirmed	0120	SEJAL TEJRAM HIWASE	19	76.00	9	90.00	6	66.67	7	70.00		0.00		0.00	50.44 %
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Time Table In-charge Panel Consist following Links:

Student Section Assignment: - This link have 3 tabs that can be used to assign Section and Roll number and create section wise student roll list.

Assign Confirm Students - This tab show the list of students who completed their regular admission process and they have been sent to the department for their academic activity. Select the students from the list and assign them section, and roll number (eg. Section-A, Section-B) as soon as section and roll no. is assigned student name will be removed from the list.

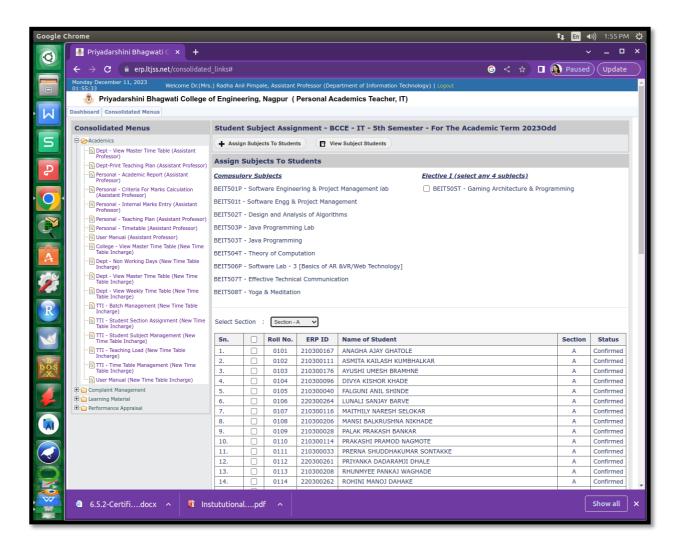
Assign Provisional Students - This tab show the list of students from the last academic year even semester, who can be provisionally admitted to their next Semester for their academic activity. Select the students from the list and assign them to section and roll number (eg. Section-A, Section-B)





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Section wise Students List - This tab shows the section wise roll list with current status (ie. Confirm / Provisional) of the students.



Batch Management. :- This link have 5 Tabs to create and manage Practical, Tutorial, Project and Seminar batches.

Create Batch - To create new batch name (eg. A1, A2, B1, B2) as per batch type.

Practical Batches – This tab shows the list of Practical Batches along with the links to Delete batch, Assign Students to batch and View Students in the batch. To Delete created batch, Click on Delete link, make sure before delete any batch or students. To Add Students in practical batch, click on Assign Students link, Students roll list will be displayed on the screen. Select the student to add to practical batch and press SUBMIT button to confirm and SAVE. To View student list, Click on View Students. The Students roll list will be displayed on the screen for selected





batch. The Delete link in the list can be used to remove the students from the practical batch.

This removed student will be available to assign in other batch.

Tutorial Batches – The same process as mentioned for the Practical Batches. **Project Batches** - The same process as mentioned for the Practical Batches. **Seminar Batches** - The same process as mentioned for the Practical Batches.

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Professor)	1.	Delete	0101	210300167	ANAGHA AJAY GHAT	OLE							
(Assistant Professor)	2.	Delete	0102	210300111	ASMITA KAILASH KU	IMBHALKAR							
Personal - Internal Marks Entry (Assistant Professor)	3.	Delete	0103	210300176	AYUSHI UMESH BRA	MHNE							
Professor)	4.	Delete	0104	210300096	DIVYA KISHOR KHA	DE							
Personal - Timetable (Assistant Professor)	5.	Delete	0105	210300040	FALGUNI ANIL SHIN	DE							
User Manual (Assistant Professor)	6.	Delete	0106	220300264	LUNALI SANJAY BAR	VE							
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Table Incharge)	8.	Delete	0108	210300206	MANSI BALKRUSHN	A NIKHADE							
Dept - Non Working Days (New Time Table Incharge)	9.	Delete	0109	210300028	PALAK PRAKASH BA	NKAR							
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Student Subject Management: - This link consist two tabs Assign subject to students and View Subject wise students list.

Assign Subjects to Student - This tab shows the Subject List (Compulsory subjects as well as Elective subjects). Elective subject will have check box in front of subject name to select and assign to students. Select Section from dropdown section list, this will show the list of available students for the section. Select the students from the list and press SUBMIT to assign subjects to the students. The assigned students will be immediately removed from the available student list.





If no students are available in section roll list, this means that all the students have been already assigned their semester subjects.

View Subject Students - Select Section and Subject Name from dropdown menu to see the student list for the selected subject

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Personal - Internal Marks Entry (Assistant	BEIT501t	- Softw	are Engg &	Project Manag	jement			
Professor)	BEIT502T	- Desig	n and Anal	ysis of Algorith	ims			
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Teaching Load: - This link have five tabs and are used to assign teaching load to the faculty members and view their teaching load details.

Assign Subject – Click on this tab to assign subject to faculty. Select Section, Subject type, Subject Name, Load type, College, Dept, Teacher and number of slots from the dropdown menus. Press the submit button to add teaching load to the faculty member. Immediately entered details will be displayed in the Subject and Teacher list below.

Theory – This tab shows the list of theory subject assigned to the faculty name along with Edit and Delete facility. Editlink will provide user interface to change the no. of slot information. Delete link will provide facility to remove subject load from the faculty. Delete link will required to insert Date of Deletion. Date of deletion means the date from which you wants to remove the subject load from the faculty name.

It has some rules or constraints to delete subject load, these are: - The subject with faculty name should not be active in the Time Table on or after the date of deletion. All the attendance data for the days before the Date of Deletion should be available in the attendance record.

Practical – Same process as given above for Theory Subjects.

Tutorial - Same process as given above for Theory Subjects.

Projects - Same process as given above for Theory Subjects.

Seminar - Same process as given above for Theory Subjects.





Time Table Management: - This link consists 3 tabs which helps to create and manage Academic Time Table for the specific Semester Section.

Create academic Span - This tab provides user interface to create academic span (ie. Start date and End date of teaching span) to specified semester, section for the current academic session. This helps us to create Time Table for the given span and show the week wise personal time table for current academic session.

Time Table Entry - Click on this tab to make time table data entry. Select Section, Day, Slot type, Batch, Period Number, Subject Name, Classroom/Lab, Teacher Name, Effective Date and press the SUBMIT button to confirm and save the timetable entry. The entered details will be immediately available in the timetable shown below.

The Effective Date plays very important role in the time table data entry, so be careful while entering Date, by default it shows the start date of Teaching session.

To delete time table data you just entered, Click on the period/slot data shown in time table view below.

(** Important Note - Time table data entry is very important and logical task, some rules are there to delete data for specific Day and Period No.(slot) from the Time Table. Delete from Date is an important field to be entered. This means from which date you do not want to show time table period entry for remaining time table date-span. This will helps us to re-enter the new/changed time table data for same day and period number.

Deletion of time table entry requires that the attendance entry of the particular subject for the previous days should be done prior to deletion. Also attendance beyond the date of deletion should not be available there in attendance record. Date of Deletion should be of the same DAY for which period/slot data to be deleted. Also while re-entering time table entry for deleted slot, the DATE should be of the same DAY and should not less than the Date of Deletion.)

View Time Table - To view time table, click on this View Time Table tab, Select section time table. This shows a complete view of the Current Time Table. Print button helps to take the hard copy and Excel button helps to download the time table in excel





format.

Teaching Faculty Panel Consist following Links:

Personal Teaching Plan

This link displays personal teaching load details (ie. Theory, Tutorial batches, Practical Batches, Project Batches, Seminar Batches if any)

This report also shows link in action column to Add Teaching Plan for selected subject.

Add Teaching Plan:-To add teaching plan click on the green Plus button in Action Column. Data entry screen for Teaching Topic will be available on computer screen. Select topic code, select topic from the syllabus and press SUBMIT button to save.

Personal Time Table

This link shows Personal Academic Time Table for the selected academic term.

To view time table for particular week (ie. Week-1, Week-2.), click on the Number button.

This weekly time table details shows the day wise and period wise time table as per your personal teaching load along with day and dates for the selected week.

Add Students Attendance: To Add students attendance for specific Date and Day with allotted period/slot, click on the add button of that particular slot. Then facility for attendance entry will be available on the screen.

Students Roll list with default Present checked mark will be displayed on the computer screen.

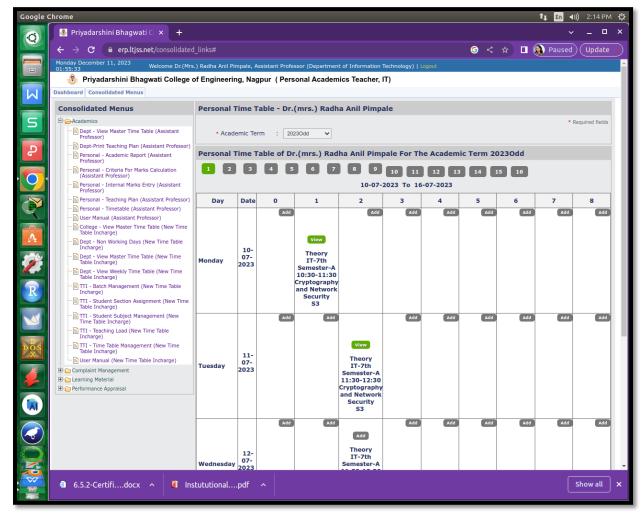


Lokmanya Tilak Jankalyan Shikshan Sanstha's

PRIYADARSHINI BHAGWATI COLLEGE OF ENGINEERING Harpur Nagar, Umred Road (Near Bada Tajbagh), Nagpur-24 (Approved by AICTE, New Delhi, Govt. of Maharashtra and affiliated to Rashtrasant Tukdoji Maharaj Nagpur University) Email: principalpbcoe@gmailcom, Website: www.pbcoe.edu.in



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Select Class Status (Engaged / Not Engaged)

If engaged then select Topic Code from the dropdown menu, (you can select at most three regular topic from dropdown menu). Other Topic text box is available, faculty wanted to add topic details beyond teaching plan can use them. Finally make check mark for present student and uncheck for absent students. For confirmation and save, press SUBMIT button.

If Not Engaged then select the reason for not engaging the period/slot. Once attendance data added then Add button will be changed into View button with green background for Engaged slot/period and with orange background for Not Engaged slot/period. Delete Students Attendance: Deletion for attendance data will be available only for the





Same Date on which you made data entry, it will not available from next day onward. To delete attendance entry, click on view button - It shows the complete details of the attendance available, along with DELETE button and Cancel button.

Extra Period Entry: Every blank slot in time table will have ADD button. Click on button will show you list of theory subjects allotted to you with one of the column name is Action. This facility is for Extra Theory Class with some rules and restrictions.

Rule1 - The Period/slot should be completely free in the time table

Rule2 - If occupied by other faculty then his/her Attendance status should be NOT Engaged with any reason from the list except reason MASS BUNK. If the above conditions are TRUE then the Plus sign will be available in Action column. Click on Plus sign, this will provide you screen for attendance entry for EXTRA period. In any other case, Plus button in Action column will NOT be available for extra period entry.

Tutorial to Extra Theory: If Faculty wants to covert his/her Tutorial period into Extra Theory period. Any one of the faculty can add the extra theory for the same tutorial slot. To do this, both faculty should Add attendance with Not Engages status with the reason Released for Extra Theory, the extra Add button will be appear in the same slot to the both faculties in their personal time table. All the other reasons except MASS BUNK in the reasons for NOT Engaged tab will release this slot for extra theory for other faculties teaching for the same Semester, Section. (Not Engaged status should be entered for Both TUTORIAL batches ie. T1 and T2)

Personal Academic Report

This link provides Personal Academic Report for your complete teaching load. Click on the Number in Yellow background column name (ie. Average % of students attendance till date) to see detail attendance report.



Lokmanya Tilak Jankalyan Shikshan Sanstha's PRIYADARSHINI BHAGWATI COLLEGE OF ENGINEERING

Harpur Nagar, Umred Road (Near Bada Tajbagh), Nagpur-24 (Approved by AICTE, New Delhi, Govt. of Maharashtra and affiliated to Rashtrasant Tukdoji Maharaj Nagpur University) Email: principalpbcoe@gmail.com, Website: www.pbcoe.edu.in



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