SANSKRITHI SCHOOL OF BUSINESS

Approved by AICTE, New Delhi. Affiliated to JNTUA, Anantapur.

Beedupalli Road, Prasanthigram, Puttaparthi, Sri Sathya Sai District – 515 134.

6.2.2 FILE NO: 3-REPORT ON IMPLEMENTATION OF E-GOVERNANCE IN ADMINISTRATION

Dr. Balakoteswari

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

ERP DOCUMENT

It is clear that the college has recognized the importance of quality education and has taken steps to ensure that appropriate measures are implemented for quality assurance. The administration, finance & accounts, Students admission &support and examination departments have each implemented software suites to aid in the management of various aspects of the institution.

The HRM Module Suite is a useful tool for the administration department to maintain staff details. It can be used to store important employee information such as personal details, job titles, salary information, and performance reviews. This can help the department to keep track of the workforce and ensure that all employees are meeting the required standards.

The Inventory Management Suite is also an important tool for the administration department. It can be used to manage stock requirements such as stationery, office supplies, and other materials. The software can help to streamline the process of approving or cancelling stock requests, which can ultimately lead to cost savings and greater efficiency.

In the finance and accounts department, TALLY is used for maintaining financial records. This software can help to ensure that all financial transactions are recorded accurately and that all financial statements are prepared in a timely manner. This can help the department to monitor the financial health of the institution and ensure that all financial regulations are being followed.

The Student Management Suite is an important tool for managing student admissions and academics. It can help to ensure that all student records are accurate and up-to-date, which can be useful for monitoring student performance and addressing any academic issues that may arise.

Finally, the Student Management Suite can also be used to maintain student attendance and access student performance. This can help the examination department to monitor student progress and ensure that all students are meeting the necessary academic standards.

Overall, the implementation of these software suites can help the college to improve its quality assurance measures and ensure that students receive the best possible education. By streamlining administrative processes and improving record-keeping, the college can create a more efficient and effective learning environment for all students.

Dr. Balakrishnan

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
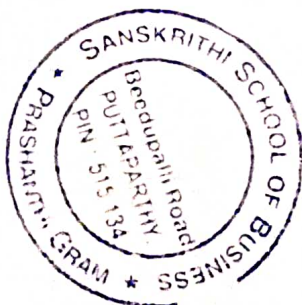PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

ERP aims at immediate availability of data in required formats which eases the work and increases the transparency in administration.

1. **Administration**

   HRM Module Suite was designed and developed by WEBPROS SOLUTIONS PVT. LTD Software Solutions.

   MIT Inventory Software aims at facilitating the stationary requirements/indent of the institute

Software Name	Highlights
HRM Module Suite	☐ Salary Processing ☐ Attendance Process ☐ Interview process ☐ Staff Appointment ☐ Leave process ☐ Employee reports
Inventory Management Suite	☐ Purchase order ☐ Purchase ☐ Supplier Payment ☐ Quotation process ☐ Work order ☐ Purchase return ☐ Issue return ☐ Store issue
Package Period	2022 Till now

ADMINISTRATION DETAILS

Implementation of E-Governance student's admissions and support