

LITTLE FLOWER DEGREE COLLEGE

(Affiliated to Osmania University)

Uppal, Hyderabad

Managed by Brothers of St. Gabriel Educational Society



ENTERPRISE RESOURCE PLANNING POLICY (ERP)

Preface

To Manage and moderate all data, transactions and activities the LFDC uses a technology-based software to store, analyze, manage and supervise the data. It is done by the ERP System. It helps in smoother operations and better internal communication alongside maintaining transparency.

1. Scope:

The college ERP system manages the data related to students which includes the results, fees paid, assignments, attendance and more.

2. Features of ERP System:


- Fees management and accounting - Helps in keeping track of income expenses and easily monitoring and supervising.
- Attendance management - Attendance software indicates those students who are not eligible to appear for an exam due to low attendance.
- Time table or schedule management - This software organizes the schedule for both staff and students
- Library management - Helps in keeping track of books in the library, books borrowed, books missing and how they lost it.
- Exams management - ERP system manages exams (online & offline) and the marking system as per merit list. Manages schedule and secure question papers.
- Data import and export - Manage college data, which include fees, attendance of students, staff, marks obtained etc.
- SMS, WhatsApp and email alerts - Activate SMS and emails as per different instructions like late fees, low attendance, marks obtained etc.
- Training and placements - College ERP system is used to streamline training and placement programs to efficiently arrange student placements, build a database for students, update the student CVs and allow the college to invite companies for placements. It also manages interview schedules, student list announcements and records of various training and placement activities.
- Student Council Elections - Makes online student council voting easy and accessible and helps in increasing voter turnout and give student elections more legitimacy.
- Alumni management - Helps in maintaining aluminum network by recording, organizing and maintaining important data of students which acts as a valuable

asset in future such as mentor sharing thoughts ideas, career opportunities with the current students of the college.

- Budget/Expenses - capex and opex - integration of the ERP system with expenses management software helps in automatically extracting relevant data from receipts and reduce the chances of errors. It helps in simplifying processes like capex (capital expenditure) and opex (operating expenditure)
- Performance monitoring of students for parents - The ERP system enhances parent-teacher collaboration. Parents can monitor their child's progress and attendance. It leads to improved student performance and a strong college home partnership.

Add-ons for college ERP System:

- Cloud based availability - Cloud based availability enables the entire ERP system to look at the management of the college anywhere and any given place which is accessed through the internet.
- Integration with online classroom tools like G-meet - LFDC has a hybrid mode of learning system to online classroom tools like G-meet, Zoom, Microsoft teams.
- Integration with biometrics - Biometric integration monitors attendance, documenting arrival and departure times determining the total number of hours worked by employees.
- Integration with payment gateway - one of the biggest advantages of college ERP payment gateway is making it easy for digital payments anywhere and anytime once the invoice is received.


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