

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(A unit of Shri Sode Vadiraja Mutt Education Trust ®)

VISHWOTHAMA NAGARA, BANTAKAL, UDUPI

Affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NBA (BE–CSE,ECE) and NAAC with A



SMVITM SOFTWARE

Design and Developed by

Department of Computer Science and
Engineering

Faculty User manual

Overview:

SMVITM Software is a desktop application having the following Features:

- a) It maintains the student Profile like USN, Name, DOB, etc.
- b) Employee profile.
- c) It helps in Keeping track of student's performance throughout his stay in the college.
- d) Creation of Students section, lab batches, Elective allocation, USN updating, Teacher Student guardian, etc.
- e) Student and Faculty subject link.
- f) Student attendance system
- g) Student Grace attendance
- h) Student Sessional Marks
- i) Student assignments
- j) Transfer of students at the end of the semester
- k) There is a Faculty feedback regarding the performance and teaching.
- l) There is online Quiz in lines with the industrial Standard.
- m) Online Faculty exam duty allocation for theory subjects.
- n) Lab allocation VTU examination.
- o) DCS duty allocation.
- p) All VTU related Invoice and Reports.
- q) Employees Attendance integrated to the Face and Punching time attendance.
- r) Online leave system
- s) Students Grievances.
- t) Student Hostel system which helps to keep track of absentees, their mess bills, sending of emails as and when required.
- u) Sending e-greeting for the Alumni, current students and employees

Roles Classifications:

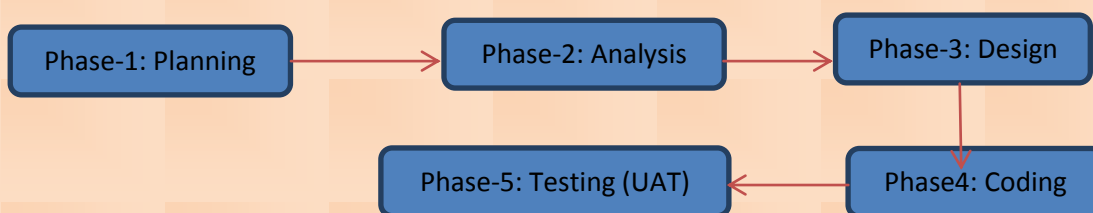
- a) Employee Role
- b) Student Role
- c) Faculty Role
- d) Office/Non-Teaching Role
- e) HOD Role
- f) Principal Role
- g) Administrator Role

Software and Hardware used:

- a) MS-SQL Server is used as Backend
- b) VB.Net is used as Front End.
- c) Crystal Report is used as reporting tools.
- d) Windows Server 2008
- e) Users PC's (Windows XP, 8, 10, etc.) and printers.
- f) Wi-Fi and Local Area Network with
- g) Face and punching attendance machines are used for attendance.

Method used:

System Development Life Cycle (SDLC): This is one of the most common processes adopted to develop a project and not surprisingly, this project is following this model too. To be precise, waterfall model is being applied. Waterfall model is a sequential model process where the input of a phase actually results from the previous phase.



Core Modules:

- a) Faculty Profile
- b) Monthly Student Attendance
- c) Student Internal Marks
- d) Student Assignments
- e) CPD Entry.
- f) Grace Attendance
- g) Student Activities
- h) Vacation Leave
- i) Permitted Hours
- j) Faculty Feedback on Student Feedback
- k) Documents like FDP, Journal, Conference, Patent and Activity form

SMVITM SOFTWARE

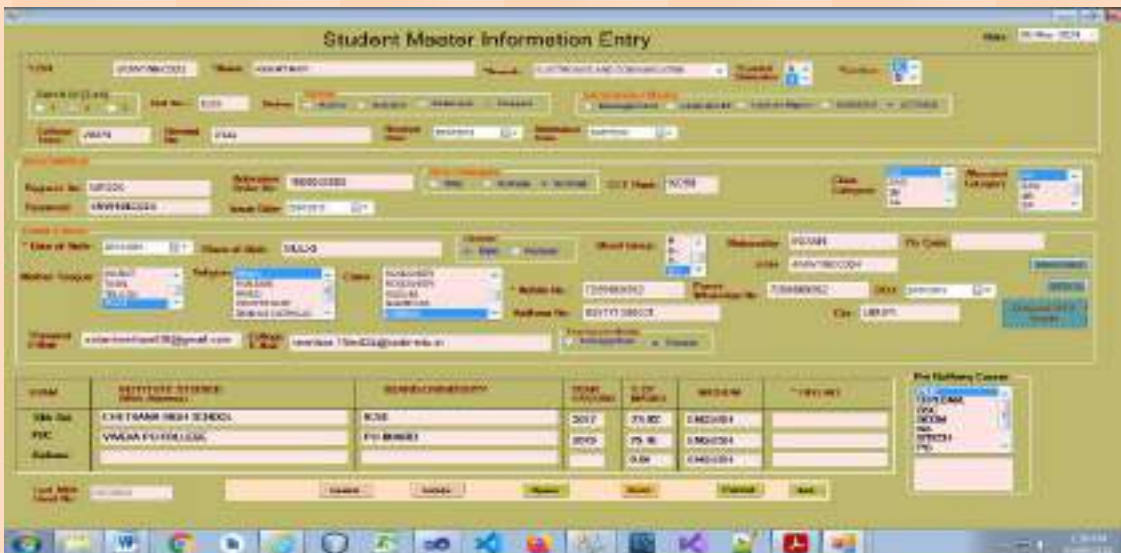
Student Profile:

Objective: In this module update and display the Students all detailed information

Module Type: Master

Module Used by: HOD / Employee

Location/Link: Master→Student



USN	STUDENT STATUS	BRANCH	SEMESTER	SECTION	STATUS	ADMISSION DATE
15110101	Active	COMPUTER SCIENCE	1	1	Active	15/08/2015
15110102	Active	COMPUTER SCIENCE	1	2	Active	15/08/2015
15110103	Active	COMPUTER SCIENCE	1	3	Active	15/08/2015
15110104	Active	COMPUTER SCIENCE	1	4	Active	15/08/2015
15110105	Active	COMPUTER SCIENCE	1	5	Active	15/08/2015

Description: In student Profile update and displays all the information recorded for a student including personal and contact information. In this Module you can change all the data expect student USN Number. Enter student Name, branch from the branch dropdown list. Select the Current semester and section from the list. Status column contain 4 types of parameter such as [Active, Inactive, Detained, Passed].current students are in active mode. There are five specific types listed in the admission mode options. Based on the options provided, the category under which a student can do their admission would be either ["CET" "Management", "Lateral Cet/Management" or "Comedk."].

Enter a college fees and receipt number, receipt Date and Admission Date. To select the admission issue date, you would need to locate that information within the downloaded document. Next, you would enter the CET rank, Student claimed category, and allocated category as required.the three types of KEA category are [SNQ,Arivu, and Normal].

Select a [Mother Tongue ,Religion or Caste]. choose a [Gender type,Blood group,Nationality] of the student. Enter a [Adhar number, parent whatsapp number and Date of joining].

Enter the City where you are resident.Enter the student Academic details such as 10th and 12th institution name, Exam Board,Percentage of mark,and Medium. In pre-qualifying course enter the students previous studied class and then go to the [more info](#).

Enter the mobile locker facilities [Yes or No].Enter the hostel facilities [Yes or No]. Enter the subject marks [Physics, Chemistry, Maths]. Enter the personal details like Father Name, Mother Name, Qualification, Occupation, Annual Income and the Mobile Number. Enter the student Achievement, Extracurricular Activities and hobbies etc.. Enter students' permanent or correspondence home address. Choose the option where you are sent student progress Report. Close the window go to the main page. Click on the button [VTU%].

Semester	Marks
Semester 1:	7.36
Semester 2:	6.90
Semester 3:	6.45
Semester 4:	6.53
Semester 5:	6.28
Semester 6:	6.94
Semester 7:	6.85
Semester 8:	6.17

Enter a student USN, Select a Student scheme Type such as [CBCS or Non CBCS] it will display the table that Student Semester Wise aggregate Marks and also it will shows the row [number of Back Logs paper] as of now. Close the window and go to the main page. Click on the [Detailed VTU Grade].

Detailed VTU Grade:

Sem-1 Sem-2 Sem-3 Sem-4 Sem-5 Sem-6 Sem-7 Sem-8 P/credits AllSemesters

st_no	subcode	sub_name	GR A/E	marks	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Att %
41W19E004	HEE117	C PROGRAMMING LABORATORY	A	37	1	9	9	6	0.00	0.00	0.00	31.30	31.00	0.00	31	31	31	93.13
41W19E004	HEE118	C PROGRAMMING FOR PROBLEMS	B	40	1	8	24	30	14.00	10.00	10.00	0.00	18.00	9.15	20	42	29	85.18
41W19E004	HEE119	CALCULUS AND LINEAR ALGEBRA	B	35	4	8	32	30	21.00	20.00	24.00	0.00	22.15	30.00	33	130	61	82.08
41W19E004	HEE120	ENGINEERING CHEMISTRY	B	33	4	6	24	30	16.00	11.00	10.00	0.00	14.47	9.43	22	76	49	66.79
41W19E004	HEE121	TECHNICAL ENGLISH - I	D	36	1	5	8	20	15.00	14.00	11.00	0.00	14.00	9.33	24	39	28	65.33
41W19E004	HEE122	BASIC ELECTRONICS	B	38	3	8	24	30	16.00	20.00	24.00	0.00	20.15	30.00	40	72	44	81.47
41W19E004	HEE123	ENGINEERING CHEMISTRY LABORATORY	B	34	1	10	10	6	0.00	0.00	0.00	36.00	36.00	0.00	36	17	11	100.00
41W19E004	HEE124	ELEMENTS OF MECHANICAL ENGINEERING	E	23	3	4	12	30	10.00	20.00	24.00	0.00	10.47	30.00	30	59	29	68.11

Sem-1 Sem-2 Sem-3 Sem-4 Sem-5 Sem-6 Sem-7 Sem-8 P/credits AllSemesters

st_no	subcode	sub_name	GR A/E	marks	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Att %
41W19E004	HEE125	TECHNICAL ENGLISH - II	A	54	1	9	9	9	29.00	28.00	30.00	0.00	29.00	9.15	29	9	7	77.78
41W19E004	HEE127	BASIC ELECTRICAL ENGINEERING LABORATORY	B	34	1	8	8	9	0.00	0.00	0.00	23.00	23.00	0.00	23	5	5	100.00
41W19E004	HEE128	ENGINEERING PHYSICS LABORATORY	A	24	1	9	9	9	0.00	0.00	0.00	40.00	40.00	0.00	40	2	1	66.67
41W19E004	HEE129	ENGINEERING PHYSICS	A	34	4	9	36	36	18.00	21.00	21.00	0.00	21.33	30.00	37	18	18	83.33
41W19E004	HEE129	BASIC ELECTRICAL ENGINEERING	B	34	5	8	24	36	20.00	23.00	28.00	0.00	25.87	30.00	36	18	15	82.23
41W19E004	HEE129F	ENGINEERING GRAPHICS	A	34	5	8	27	9	0.00	0.00	0.00	30.00	30.00	0.00	30	18	18	100.00
41W19E004	HEE129A	ELEMENTS OF CIVIL ENGINEERING AND MECHANICS	A	34	5	9	27	36	29.00	28.00	21.00	0.00	28.87	30.00	37			0.00
41W19E004	HEE129B	ADVANCED CALCULUS AND NUMERICAL METHODS	A	34	4	9	36	36	25.00	24.00	30.00	0.00	27.87	30.00	38	22	18	81.82

Sem-1 Sem-2 Sem-3 Sem-4 Sem-5 Sem-6 Sem-7 Sem-8 P/credits AllSemesters

st_no	subcode	sub_name	GR A/E	marks	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Att %
41W19E004	HEE130	KADALITHI RANGNADA	A	30	1	9	9	9	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0.00
41W19E004	HEE137	ELECTRONIC DEVICES & EXPERIMENTATION LAB	C	18	2	7	14	9	0.00	0.00	0.00	23.00	23.00	0.00	23	9	9	100.00
41W19E004	HEE138	POWER ELECTRONICS & IMPLEMENTATION	D	22	3	8	24	36	20.00	23.00	23.00	0.00	21.33	30.00	42	40	40	93.25
41W19E004	HEE139	ELECTRONIC DEVICES	D	15	3	8	24	36	17.00	12.00	0.00	0.00	17.00	10.00	27	18	18	100.00
41W19E004	HEE140	DIGITAL SYSTEM DESIGN	D	28	2	8	16	9	21.00	18.00	0.00	0.00	15.11	10.00	28	40	19	78.13
41W19E004	HEE140	DIGITAL SYSTEM DESIGN LAB	A	18	2	9	18	9	0.00	0.00	0.00	32.00	32.00	0.00	32	9	9	100.00
41W19E004	HEE141	COMPUTER ORGANIZATION & ARCHITECTURE	D	20	3	8	24	36	23.00	18.00	0.00	0.00	18.47	10.00	36	18	12	69.44
41W19E004	HEE142	NETWORK THEORY	B	31	4	8	32	36	18.00	18.00	0.00	0.00	18.33	10.00	41	76	73	96.66
41W19E004	HEE143	TRANSFORMER CALCULUS, FOURIER SERIES AND NETWORK THEORY	C	27	3	7	21	36	20.00	18.00	21.00	0.00	21.11	10.00	31	18	18	99.71

Sem-1 Sem-2 Sem-3 Sem-4 Sem-5 Sem-6 Sem-7 Sem-8 P/credits AllSemesters

st_no	subcode	sub_name	GR A/E	marks	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Att %
41W19E004	HEE144	ANALOG CIRCUITS	D	11	4	4	12	36	11.00	20.00	19.00	0.00	12.60	0.00	11	18	11	64.38
41W19E004	HEE145	ENGINEERING PHYSICS & LINEAR ALGEBRA	C	11	8	7	24	36	17.00	22.00	16.00	0.00	16.33	30.00	47	44	47	84.08
41W19E004	HEE146	SIGNALS & SYSTEMS	C	11	3	7	21	36	18.00	17.00	21.00	0.00	18.47	30.00	33	33	33	89.38
41W19E004	HEE147	MICROCONTROLLER LAB	D	11	3	4	12	9	0.00	0.00	0.00	26.00	26.00	0.00	26	4	4	100.00
41W19E004	HEE148	CONTROL SYSTEMS	D	11	3	4	12	36	19.00	18.00	21.00	0.00	20.60	30.00	30	47	18	81.44
41W19E004	HEE149	MICROCONTROLLER	C	11	3	7	21	36	14.00	16.00	14.00	0.00	14.33	30.00	32	43	41	97.67
41W19E004	HEE149	CONSTITUTION PROFESSIONAL ETHICS & CYBER LAW	C	11	1	7	7	6	11.00	10.00	11.00	0.00	10.60	0.00	12	12	12	100.00
41W19E004	HEE149A	ANALOG CIRCUITS LAB	C	11	2	7	14	9	0.00	0.00	0.00	36.00	36.00	0.00	36			0.00
41W19E004	HEE149B	CONSTITUTION PROFESSIONAL ETHICS & CYBER LAW							11.00	12.00	11.00	0.00	11.60	0.00	11	12	12	100.00
41W19E004	HEE149C	CONTROL SYSTEMS, PROBABILITY AND STATISTICAL METHODS	C	11	3	7	21	36	17.00	18.00	19.00	0.00	18.00	30.00	38	46	37	84.38

Sem-1 Sem-2 Sem-3 Sem-4 Sem-5 Sem-6 Sem-7 Sem-8 P/credits AllSemesters

st_no	subcode	sub_name	GR A/E	marks	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Att %
41W19E004	HEE151	DIP LAB	C	10	2	7	14	9	9.00	9.00	9.00	21.00	21.00	0.00	21	9	9	87.50
41W19E004	HEE150	VERILOG HDL	C	10	2	7	14	18	13.00	11.00	14.00	0.00	13.33	9.00	25	42	38	78.00
41W19E004	HEE151	HDL LAB	B	41	2	9	18	9	9.00	9.00	9.00	33.00	33.00	0.00	33	9	9	100.00
41W19E004	HEE152	SIGNAL FROM MICROCONTROLLER	F	9	3	9	9	9	9.00	10.00	12.00	0.00	12.00	9.00	21	36	34	88.89
41W19E004	HEE153	ELECTROMAGNETIC WAVES	F	11	3	4	12	18	9.00	9.00	9.00	0.00	7.91	6.00	17	24	13	74.64
41W19E004	HEE154	PRINCIPLES OF DIGITAL DESIGN SYSTEM	F	11	3	9	19	18	17.00	13.00	18.00	0.00	18.00	9.00	18	34	33	77.80
41W19E004	HEE154	INFORMATION THEORY & CODING	D	11	3	8	24	36	1.00	12.00	11.00	0.00	11.11	3.00	23	21	44	96.27
41W19E004	HEE155	IMPLEMENTING ETHICS	C	41	1	7	7	6	11.00	17.00	14.00	0.00	14.47	30.00	25	18	16	100.00
41W19E004	HEE156	TECHNOLOGICAL INNOVATION MANAGEMENT & ENTREPRENEURSHIP	D	10	2	8	16	18	9.00	12.00	14.00	0.00	12.00	6.00	20	43	25	81.48

Sem1 Sem2 Sem3 Sem4 Sem5 Sem6 Sem7 Sem8 PersonalInfo AllSemesterInfo

U_ID	U_CODE	U_NAME	GR_ADE	CRDTS	Credit Points	Grade Points	Credit Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CG	CA	Att %
4MWT1SEC01	IEE054	WEBPROGCT	A	31	3	8	28	30	11.00	11.00	11.00	0.00	11.00	0.00	11			100
4MWT1SEC01	IEE047	COMPUTER4THSEM LAB	A	01	3	8	28	30	8.00	8.00	8.00	0.00	8.00	0.00	0	11	11	98.91
4MWT1SEC01	IEE045	EMBEDDED SYSTEMS LAB	A	34	3	8	28	30	8.00	8.00	8.00	11.00	11.00	0.00	11	11	8	71.73
4MWT1SEC01	IEE046	PYTHON APPLICATION PROGRAMMING	B	21	4	4	21	30	10.00	10.00	10.00	0.00	10.00	0.00	21	10	10	65.48
4MWT1SEC01	IEE003	PROGRAMMING IN JAVA	F	33	4	6	0	30	5.00	6.00	11.00	0.00	7.00	10.00	10	10	14	83.09
4MWT1SEC01	IEE001	MOBILE COMMUNICATIONS	F	28	4	6	0	30	4.00	11.00	16.00	0.00	16.00	0.00	21	18	18	81.21
4MWT1SEC01	IEE002	EMBEDDED SYSTEMS	C	11	4	7	28	30	11.00	10.00	17.00	0.00	10.00	10.00	21	13	10	80.00
4MWT1SEC01	IEE003	MICROPROCESSORS	D	28	4	6	24	30	10.00	10.00	10.00	0.00	10.00	0.00	21	17	10	81.98

Sem1 Sem2 Sem3 Sem4 Sem5 Sem6 Sem7 Sem8 PersonalInfo AllSemesterInfo

U_ID	U_CODE	U_NAME	GR_ADE	CRDTS	Credit Points	Grade Points	Credit Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CG	CA	Att %
4MWT1SEC01	IEE071	VERIDIGEX	D	21	3	3	11	30	10.00	11.00	11.00	0.00	10.00	10.00	21	12	14	82.81
4MWT1SEC01	IEE078	PROJECT WORK PHASE 1	C	0	3	7	7	100	11.00	8.00	8.00	0.00	10.00	0.00	10			0.00
4MWT1SEC01	IEE078	COMPUTER NETWORKS LAB	B	40	3	3	10	30	8.00	8.00	8.00	0.00	10.00	0.00	10	8	8	100.00
4MWT1SEC01	IEE079	DIGITAL IMAGE PROCESSING	B	24	4	4	10	30	10.00	10.00	0.00	0.00	10.00	10.00	21	10	10	86.16
4MWT1SEC01	IEE074	CRYPTOGRAPHY	C	31	3	7	21	30	10.00	17.00	21.00	0.00	10.00	10.00	21	14	10	84.34
4MWT1SEC01	IEE071	ENERGY AND ENVIRONMENT	C	27	3	7	21	30	11.00	10.00	10.00	0.00	10.00	10.00	10	10	10	100.00
4MWT1SEC01	IEE071	VERILAB	A	41	3	8	19	30	8.00	8.00	8.00	0.00	10.00	0.00	14	8	8	100.00
4MWT1SEC01	IEE071	COMPUTER NETWORKS	B	27	3	4	10	30	11.00	11.00	14.00	0.00	10.00	10.00	21	12	10	82.81
4MWT1SEC01	IEE071	ENERGY AND ENVIRONMENT	C	27	3	7	21	30	8.00	8.00	8.00	0.00	8.00	10.00	10	10	10	100.00

Sem1 Sem2 Sem3 Sem4 Sem5 Sem6 Sem7 Sem8 PersonalInfo AllSemesterInfo

U_ID	U_CODE	U_NAME	GR_ADE	CRDTS	Credit Points	Grade Points	Credit Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CG	CA	Att %
4MWT1SEC01	IEE091	PROJECT WORK PHASE 1	A	34	0	0	11	100	10.00	8.00	8.00	0.00	10.00	0.00	10			0.00
4MWT1SEC01	IEE081	EXPERISE	B	04	0	0	10	30	10.00	8.00	8.00	0.00	10.00	0.00	10			0.00
4MWT1SEC01	IEE011	OPTICAL COMMUNICATIONS NETWORKS	D	31	0	0	11	30	10.00	10.00	21.00	0.00	10.00	10.00	25	10	10	100.00
4MWT1SEC01	IEE011	WIRELESS AND CELLULAR COMMUNICATIONS	B	24	0	0	10	30	8.00	17.00	10.00	0.00	10.00	10.00	21	10	10	100.00
4MWT1SEC01	IEE034	GENERAL	A	0	1	0	0	100	10.00	8.00	8.00	0.00	10.00	0.00	10			0.00

All Semester:

Sem1 Sem2 Sem3 Sem4 Sem5 Sem6 Sem7 Sem8 PersonalInfo AllSemesterInfo

URN: 4MWT1SEC024

SemesterWise Marks

Semester 1:	7.35
Semester 2:	8.80
Semester 3:	8.43
Semester 4:	6.63
Semester 5:	8.28
Semester 6:	6.94
Semester 7:	6.85
Semester 8:	6.17

[Detailed VTU Grade] will display the all semesters subjects marks, assignment marks, Total attendance, grade points, credits points etc.. of the particular selected student.

Employee Profile:

Objective: In this module Employee details are updated.

Module Type: Master

Module Used by: HOD / Employee

Location/Link: Master→Employee

The screenshot displays the 'Employee Master Information Entry' form. The form is divided into several sections: 1. Basic Information: Employee No., Full Name, City, Mobile No., Date of Birth, Date of Join, E-Mail, Branch, Gender, Sub Branch, and Designation. 2. Address: Permanent Address and Correspondence Address. 3. Employee Details: Employee Type, Exam Duty Type, Employee Status, Employee Category, and a dropdown for 'Other'. 4. Identification: PAN, A/C No., and IFSC. 5. Action Buttons: Add, Update, Delete, Save, Cancel, and Exit. 6. Summary: Last Employee counts for DE11 and OVI1.

Description: In this module you can change all the data expect employee no. Enter your **name** along with the middle name/last name. Enter the **City** where you are resident. Enter the **mobile no., DOB, Date of Join, e-mail address**. Select the branch from the branch dropdown list. Choose your **Gender type, sub branch** and **Designation** in dropdown list. Enter your permanent home address. Update your **pan aadhar and IFSC code** and also choose the type of the employee such as **Teaching or Non-teaching**. Exam duty Type is only for teaching staff, some faculty members will not be able to take their duties due to some personal reason. In this case, they would be considered as being on the **[No duty]** list". Only Hod, Dean and Single Faculty comes

under [DCS] duty list and Category of the employee such as [lecturer](#) or [office](#). In the transport mode list for employees coming from the college bus, they will need to enter their boarding point from a dropdown list. This helps in accurately tracking and managing transportation logistics for employees using the college bus service. In this module there are 4 types of buttons such as update, delete ,exit and cancel which are used to perform various type operation. The [\[update\]](#) button is designed to update the employee details of a specific employee number. When you click on the update button and provide the necessary information or changes, it will be reflected in the employee's details associated with that particular employee number. The [\[delete\]](#) button is intended to delete the details of a specific employee number that has been entered. When you click on the delete button, it will remove the employee's information associated with that particular employee number. Clicking on the [\[exit\]](#) button will indeed exit the current page or close the current window.

Monthly Student Attendance:

Objective: In this module student Monthly attendance details are Updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks entry → Monthly Student Attendance

The screenshot shows the 'Student Monthly Attendance Entry' window. At the top, it displays 'User: 001-CHITRA K SRENY'. The search criteria are: Semester (dropdown), Subject: 'DATABASE MANAGEMENT SYSTEMS', Section: 'CS - B', Year: '2024', and Month: 'FEB'. It also shows 'Branch: CS' and 'Total Student: 65'. Below the search form is a 'Control-F' button and a 'Click to get Student' button. The main area is a grid for entering attendance for 31 days. The grid has columns for 'Day' (01-31) and 'Total Attendance Day' (0-12). Below the grid is a table listing student details:

Student ID	Student Name	Day-->	01	02	03	04	05	06	07	08	09	10	11	12	Total Attendance Day	Enter the Total Class Held on this Day	21	22	23	24	25	26	27	28	29	30	31	Cum. Class	Cum. Attn %	Attn %
00110001	ANURAG																													
00110006	PADMA ACHARYA																													
00110007	POOJA ANJAN DEVARAJ																													
00110008	PRASHITH S SUDARNA																													
00110009	PRATHIBHA SANKAR																													
00110010	PRATHIBHA S																													
00110011	PRATHIBHA																													
00110012	PREETHA DASULA																													
00110013	TALEKHANDE																													
00110014	RAJANI																													
00110015	RAJAN																													
00110016	RAJESH K PRASAD																													
00110017	ROHINI																													
00110018	ROHINI																													
00110019	ROHITH																													
00110020	SARATHI SANKAR																													
00110021	SARATHI SANKAR																													

Description: In this module you have to enter the student monthly attendance report. Select the semester, branch, subject, Section, year and month from the Dropdown list. Click on [click to get student] button you will get the student list. Here you can enter the student attendance of that particular Day and month. Cumulative Days means the total number of classes held for a particular subject over a period of time. To edit the attendance of a particular student, you can use the "Control-F" button to search for that student's name or ID in the attendance record. This will help you quickly locate the student's information and make any necessary edits. Total attendance per day refers to the number of classes held on that particular day.

If you want to edit the student attendance of a particular day Simply click on the specific day you want to edit, and the column will be highlighted for you to make the necessary changes to the student attendance. When you select a particular row, the [weekday] associated with that specific day will be displayed. This feature helps you easily identify and keep track of the day corresponding to the row you have selected. The [Print] button is designed to generate and print out the report of student attendance. The [save] button will save the report that you have entered.

SMVITM SOFTWARE

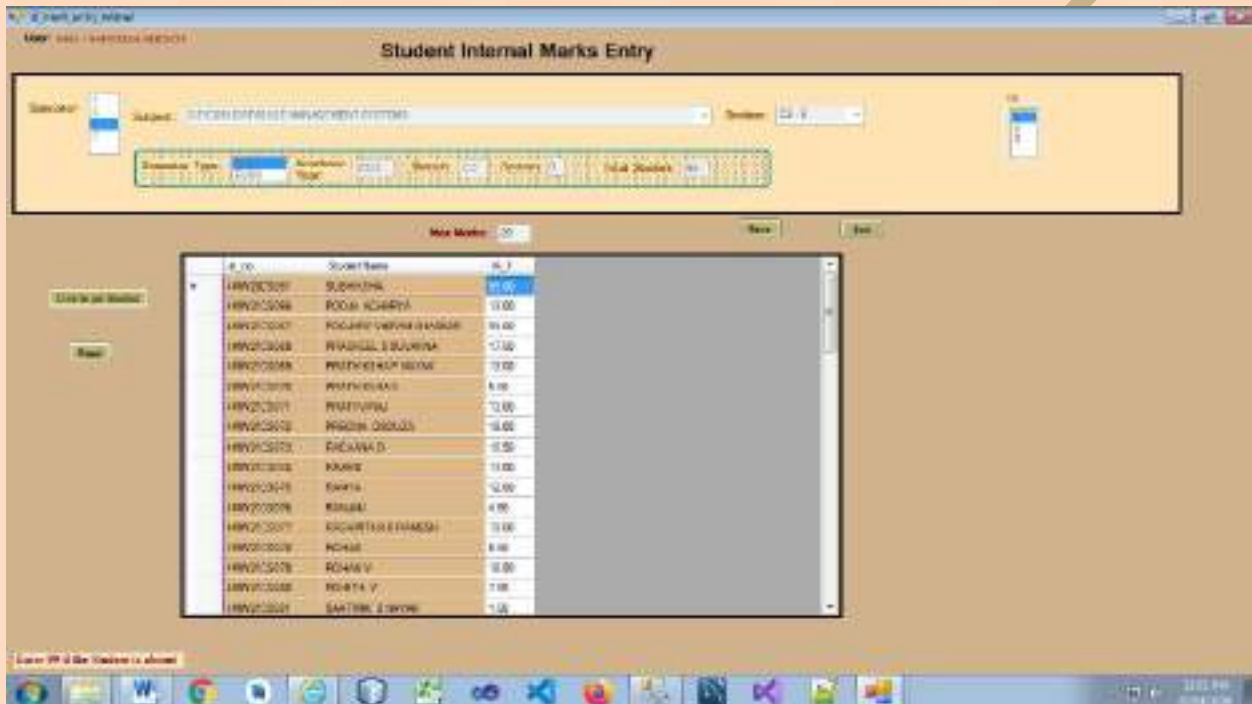
Student Internal Marks:

Objective: In this module student internal marks details are Updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction→Student Marks Entry->Course wise (theory/lab) Internal Marks



Description: In this module Enter student internal marks for a particular IA test . To do this, you will need to select the [section](#), [semester](#), [subject](#), [semester type](#), [academic year](#), [branch](#), and [IA](#) (Internal Assessment ex: IA1,IA2, IA3) test. Once you have selected these parameters, click on [\[Click to Get Student\]](#) button will display columns showing the [student's name](#), [USN \(University Serial Number\)](#), and [IA \(Internal Assessment\)](#) marks. here you can enter the student's internal marks for that specific IA test. The maximum marks [\[Max Marks\]](#) for a subject is set at 20 and cannot exceed that limit. The highest score they can achieve is 20. The [\[save\]](#) button will save the data you have entered. The [\[reset\]](#) button will indeed reset the data you entered. If a student is absent for a particular IA test, you should [\[Enter the number 99\]](#) in the IA test column to indicate their absence.

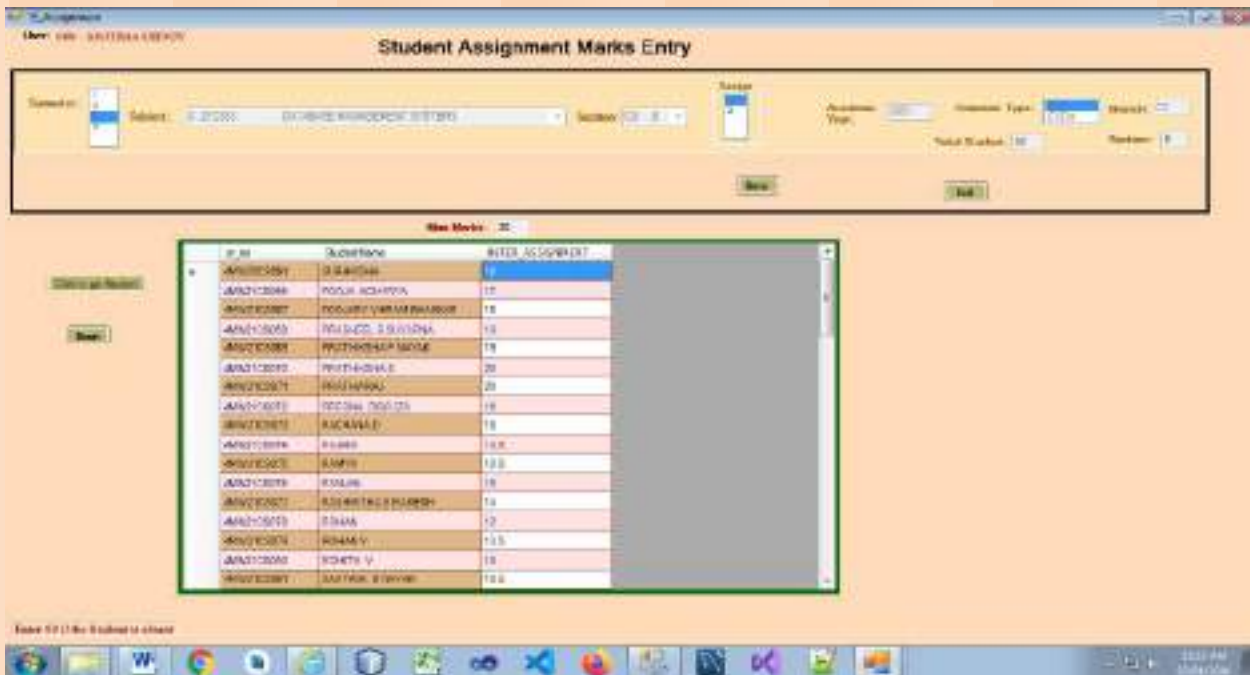
Student Assignment Marks:

Objective: In this module Student Assignment Marks details are being Updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction->Student Marks Entry->Assignment Marks



Description: In this module you have to Enter Student Assignment Marks. For that select the **subject, semester, section, assignment, branch, year, and semester type** from the dropdown list. Click on the [Click to Get Student] button to retrieve the specific parameters of the student list. it will display columns showing the **student's name, USN (University Serial Number), and IA (Internal Assignment)** marks. Here you can enter the student's internal Assignment Marks for that specific IA column. The maximum marks [Max Marks] for a subject is set at 20 and cannot exceed that limit. The [save] button will save the data you have entered. The [reset] button will indeed reset the data you entered. The [total student] column will display the total number of student. This helps provide an overview of the total student count in that particular section.

CPD Entry:

Objective: In this module CPD Entry details are Updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction->Student marks Entry->CPD Entry



Description: This module is used for Students CPD Entry. select the student USN and Internal test column. Click on the [Click to Get Data] button it will display columns Semester No, Student Number, Student Name, Subject Name, grade, Max Marks, IA1, IA2, IA3 marks of selected students.

The parent meeting details have two parameters. The first parameter is the [parent meeting date], where you enter the date of the meeting that was held with the parents. The second parameter is the [remark of the parent], where you can input any comments or feedback provided by the parents during the meeting.

The Student meeting details have two parameters. The first parameter is the [student meeting date], where you enter the date of the meeting that was held with the students. The second parameter is the [remark of the student], where you can input any

comments or feedback provided by the students about the subject during the meeting. In the context of the [dispensary action], there are two important parameters [action suggestion] and [action taken] for the student. Here you have to suggest appropriate actions based on the discussions and outcomes of the meetings. If you want to include any additional remark on [Extra Remark] column.

In [Report option] there are 2 parameters. First parameter is [CPD entry] of the student and another one is [Activity report] of the student .The [update] button will save the data you have entered. The [delete] button will delete the data you entered.

SMVITM SOFTWARE

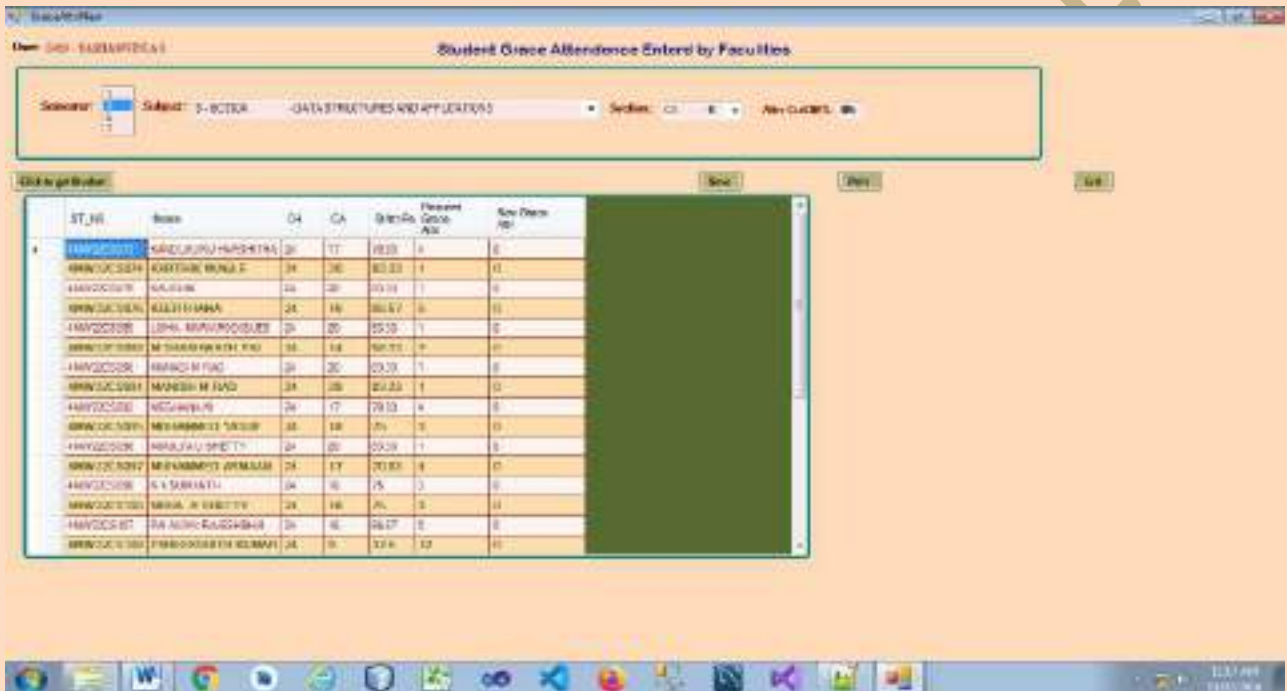
Grace Attendance:

Objective: This module captures the student activities throughout his course.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Grace Attendance



Description: In this module you have to give the grace attendance to the student who have shortage of attendance.(i.e less than 85%).select the semester, subject and section in the list. Cutoff of the attendance is set at 85 percentage in [Attn cutoff] list. Click on the [Click to Get Student] button it will display columns Student USN Number(ST_No), Student Name, Number of Class held(CH),Number of class Attended(CA), Percentage of the student attendance (ST.Attn Per), Required grace attendance, and New grace attendance given to the students for a particular subject. The [Save] button will save the data you have entered. The [Print] button is designed to generate and print out the report of student grace attendance.

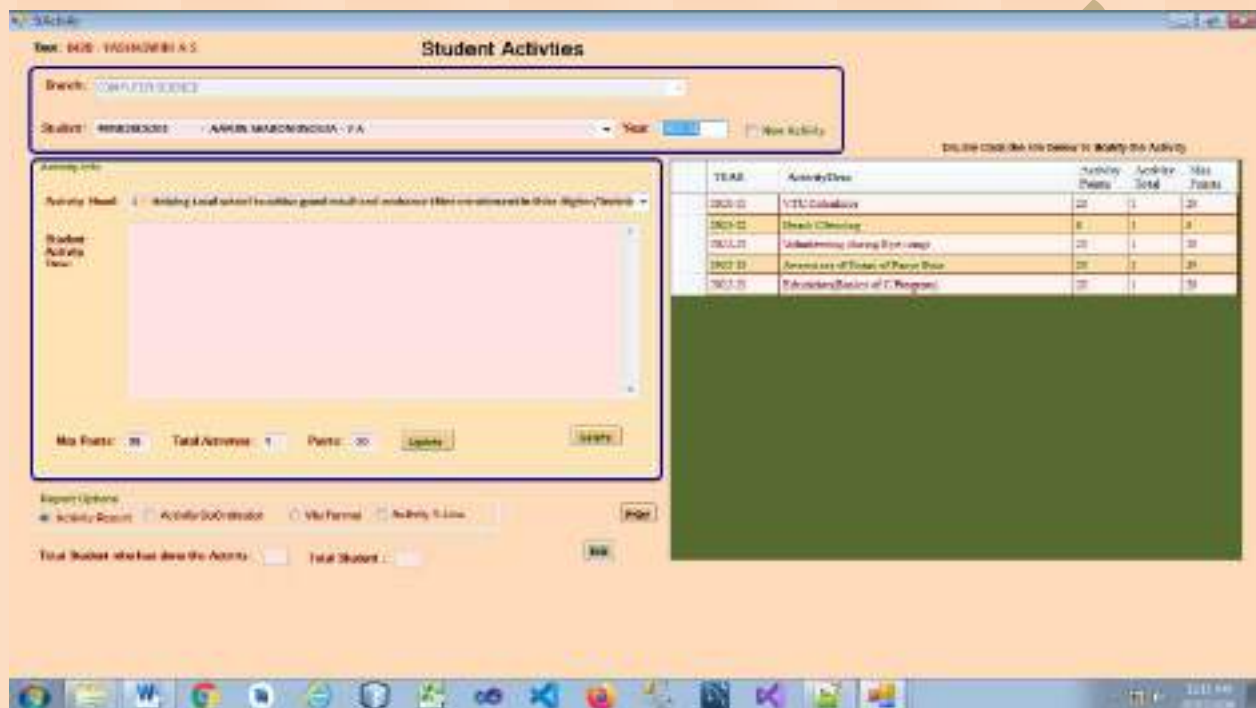
Student Activities:

Objective: In this module captures the student activities throughout his course.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Student Activities



Description: In this module you have to capture the student activities throughout the year. Select the branch and student in dropdown list. Enter the year in text box. [Activity info] contains 2 parameters one is [Activity Head] and [Student Activity Description].

The [Activity Head] should contain the name or title of the activity conducted by the students of a specific academic year. The [Student Activity Description] parameter should provide a detailed description of the activity carried out by the students. The maximum points for a activity is set at 20. the [Total Activities] and [Points] label shows total number of activities done by a student in an academic year and the points they received for each activity. [Update] button saves the information you entered. [Report option] that generates an activity report showing the activities completed by a student and the marks they obtained in each activity throughout an academic year.

The module that includes a table displaying the activity description, total points, total activity, and maximum points of a specific student selected for different academic years. This module seems to provide detailed information about the student's performance in various activities across different academic years.

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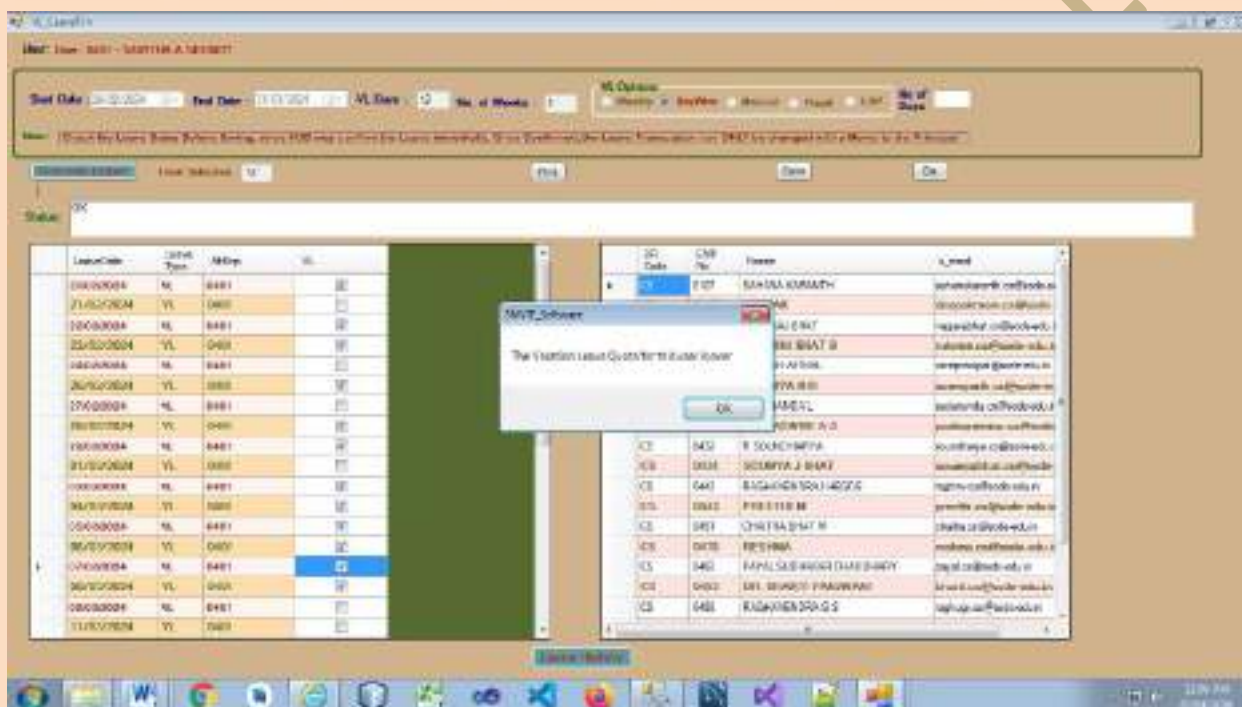
Vacation Leave:

Objective: In this Module Faculty can enter their vacation leave dates.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Vacation Leave



Description: In this module you can input the dates of your vacation leave as required. Select the start date and end date for your vacation, [VL days] feature that displays the number of vacation leave days you have available. [No of weeks] displays total number of weeks that faculty members have applied for leave. Warning message that may appear on the screen that the faculty has entered IA marks and assignment marks before proceeding with the vacation leave application. In vacation leave (VL) option, there are five types of parameters available [i.e Weekly, Daywise, Manual, Fixed and LOP]. In the [weekly option], faculty members can apply for leave for a total number of weeks [ex. 2 weeks]. On the other hand, in the day wise option, faculty members can apply for leave within a specific range of days.

For example: faculty members can select up to 12 vacation leave days within a specified range of dates. Once you have selected 12 vacation leave days within the specified range, a message will appear indicating that the vacation leave quota for the user has been reached. Check the leave dates before saving, since HOD may confirm the leave immediately, once confirmed, the leave transaction can only be changed with a memo to the principal. In the vacation leave system, an alternate employee is required only for the Head of Department (HOD) and the Principal positions. [process leave] button display the column such as Leave Date, Leave Type, Altr Emp and VL. The [Save] button will save the data you have entered.

SMVITM SOFTWARE

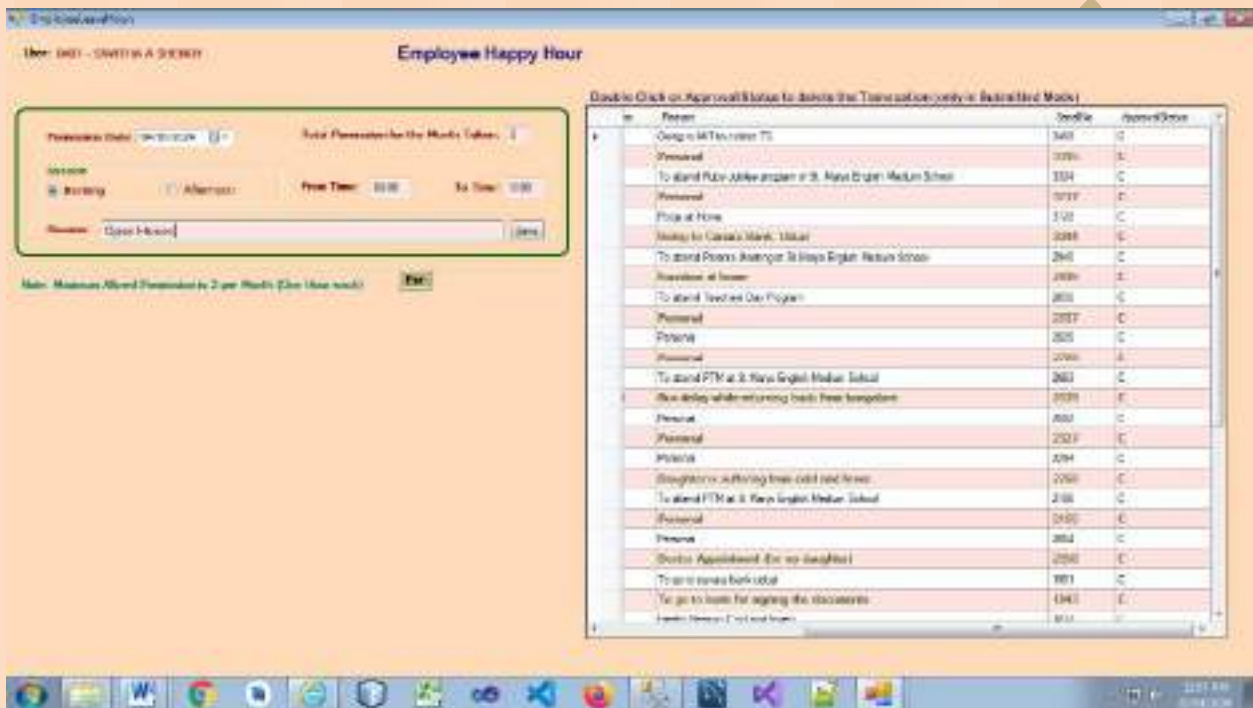
Permitted Hours:

Objective: This module is used for the student activities throughout his course.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Permitted Hours



Description: Every month employees have the option to take 2 one hour permission each.

Select the date for which the permission is required. Select the session (Morning/Afternoon). Enter from time and to time. Enter the permission reason.

Press **Save** button.

On the right hand side grid you can see all the permission taken. You can delete the permission before HOD approves by double clicking the Approval status.

Faculty Feedback on Student Feedback:

Objective: In this Module where faculty members provide feedback to students based on the student feedback

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction->Faculty Feedback on Student Feedback

Home > FACULTY > FEEDBACK

Faculty Feedback on Student Feedback

Faculty Subject: Feedback Type: Formative Summative Feedback Print Options: Faculty Subject

Q.No	Question	SubCode	ES %	Very Good%	Good %	Fair %	Poor %	Feedback	Faculty Remarks on Student Feedback
1	Teaching skills and clarity of explanations	ZUCS01	16.25	38.79	33.13	4.22	8.59	100%	Satisfied
2	Communication skills of the faculty	ZUCS01	17.42	38.33	30.41	7.38	6.46	100%	Satisfied
3	Subject knowledge & preparation for the classes held in class	ZUCS01	19.08	31.13	3.78	7.38	3.22	100%	Students are finding writing self queries difficult at it is not concept to them. They need to attend classes regularly
4	Explanation is quite suitable to the class, correct inputs on the boardroom teaching and effective	ZUCS01	14.58	32.42	30.41	3.22	6.66	100%	Satisfied
5	Control on the discipline in the class	ZUCS01	19.08	24.24	11.88	3.22	6.66	100%	Satisfied
6	Faculty is suitable and sufficient to class feedback	ZUCS01	16.66	38.79	30.41	4.42	6.66	100%	Satisfied
7	Take special care of academically weaker students and help them understand better	ZUCS01	16.66	38.33	20.84	3.22	6.66	100%	Satisfied
8	Courtesy of the activities	ZUCS01	16.66	38.33	7.66	4.42	6.66	100%	Satisfied
9	Faculty is fair and transparent to students' evaluation and provides effective feedback on their examination performance	ZUCS01	13.25	37.17	8.04	9.38	6.66	100%	Satisfied
10	Availability and appropriateness of the class hours for studying the course	ZUCS01	16.66	38.79	8.04	9.38	6.66	100%	Satisfied

Description: In this Module where faculty members provide feedback to students based on the feedback received from the students themselves. Select the Faculty subject in Dropdown list. Choose the feedback type. There are two types of feedback given by students, formative feedback (given after the first IA test) and summative feedback (given at the end of the semester). Select a feedback type and retrieve data in a table format that includes questions about the subject or faculty, subject code, percentage of the feedback that the faculty gained in the subject, and faculty feedback on student feedback columns.

In Feedback print option there are 2 types faculty and subject report.in faculty report it will display the feedback about the faculty of particular subject and subject report displays the feedback regarding to the subject.

Document Approval:

Objective: Whenever the employees attend any FDP or publish any Journal/Conference/Patent/Activity, the details are entered by the employee and then approved by the HOD. They can also upload the Document PDF file.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Documents → Journal



Description:

The HOD can view the Journal details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of Journal published for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the journal details published by that faculty.

The details of the journal include paper title, journal name, Volume, issue, Page No, ISBN no, Doc ID, Students and his college, who have contributed for this paper, coauthors for this paper.

The journal paper can be uploaded in the field “File Upload” by the author.

The journal status once created can be “Open” and once submitted can be made “Close” by the author. All these details are not editable for the HOD.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”, ”Individual Employee”, ”Download Current Doc”, ” Excel Download” and “Date Wise” download, which are the documents related to other employees.

If the HOD wants to download the entire journal PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → Conference



Description:

The HOD can view the Conference details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of paper published in the conference for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the conference details attended by that faculty.

The details of the journal include paper title, conference name, Organized by, ISBN no, Doc ID, User Ref No, Students and his college, who have contributed for this paper, coauthors for this paper.

The conference paper can be uploaded in the field “File Upload” by the author.

The journal status once created can be “Open” and once submitted can be made “Close” by the author.

Additionally the conference type (National or International),SMVITM coauthors can be entered for this conference and paper.

All these details are not editable for the HOD and only entered by the faculty.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”, ”Individual Employee”, ”Download Current Doc”, ”Excel Download” and “Date Wise” download, which are the documents related to other employees.

If the HOD wants to download the entire journal PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → FDP



Description:

The HOD can view the FDP details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of Journal published for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the FDP details attended by that faculty.

The details of the FDP include Organized By, To and From Dates, Ref No, Doc ID.

The certificate can be uploaded in the field “Certificate Upload” by the author.

The FDP status once created can be “Open” and once submitted can be made “Close” by the author.

Additionally the conference type (National or International), FDP mode (Can be online or Offline) are entered.

All these details are not editable for the HOD.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”, ”Individual Employee”, ”Download Current Doc”, ”Excel Download” and “Date Wise”, download, which are the documents related to other employees.

If the HOD wants to download all the conference PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → Activity Form

Description:

An activity request form is generated if there is an event which the college is conducting and an approval in terms of expenses is required from HOD. There can be activities which do not require the permission of HOD also.

An activity request form is filled with details of branch, faculty name, Academic year and tab is pressed to get the details of activities done by that faculty.

By double clicking on the activity in the RHS form data, the activity details are displayed with name of activity, target audience, date of activity and Expected Expenditures.

Financial support from the institute can be entered in the textbox given.

Also the PDF related to the activity can be uploaded using the “Browse” and “Upload” button.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All Employees Yearly Doc”, ”Download Doc” and “Date Wise” download of document.

The form is either submitted to HOD for approval or can be there as an internal document.

SMVITM SOFTWARE

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(A unit of Shri Sode Vadiraja Mutt Education Trust ®)

VISHWOTHAMA NAGARA, BANTAKAL, UDUPI

Affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NBA (BE –CSE, ECE) and NAAC with A



SMVITM SOFTWARE

Design and Developed by

Department of Computer Science and
Engineering
HOD Manual

Overview:

SMVITM Software is a desktop application having the following Features:

- a) It maintains the student Profile like USN, Name, DOB, etc.
- b) Employee profile.
- c) It helps in Keeping track of student's performance throughout his stay in the college.
- d) Creation of Students section, lab batches, Elective allocation, USN updating, Teacher Student guardian, etc.
- e) Student and Faculty subject link.
- f) Student attendance system
- g) Student Grace attendance
- h) Student Sessional Marks
- i) Student assignments
- j) Transfer of students at the end of the semester
- k) There is a Faculty feedback regarding the performance and teaching.
- l) There is online Quiz in lines with the industrial Standard.
- m) Online Faculty exam duty allocation for theory subjects.
- n) Lab allocation VTU examination.
- o) DCS duty allocation.
- p) All VTU related Invoice and Reports.
- q) Employees Attendance integrated to the Face and Punching time attendance.
- r) Online leave system
- s) Students Grievances.
- t) Student Hostel system which helps to keep track of absentees, their mess bills, sending of emails as and when required.
- u) Sending e-greeting for the Alumni, current students and employees

Roles Classifications:

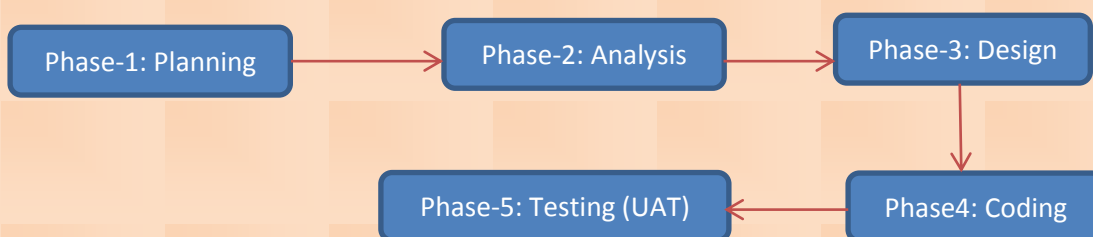
- a) Employee Role
- b) Student Role
- c) HOD Role
- d) Office Role
- e) Principal Role
- f) Administrator Role

Software and Hardware used:

- a) MS-SQL Server is used as Backend
- b) VB.Net is used as Front End.
- c) Crystal Report is used as reporting tools.
- d) Windows Server 2008
- e) Users PC's (Windows XP, 8, 10, etc.) and printers.
- f) Wi-Fi and Local Area Network with
- g) Face and punching attendance machines are used for attendance.

Method used:

System Development Life Cycle (SDLC): This is one of the most common processes adopted to develop a project and not surprisingly, this project is following this model too. To be precise, waterfall model is being applied. Waterfall model is a sequential model process where the input of a phase actually results from the previous phase.



Core Modules:

- a) Employee Profile
- b) Course Details
- c) Student Monthly Attendance
- d) CPD Entry
- e) Student Activities
- f) Student Grace Attendance
- g) Student Internals Marks
- h) Student Assignments
- i) Student Grievance.
- j) Transfer of Students
- k) Faculty Subject Relation
- l) Creation of Student Section
- m) Student Lab Batch
- n) Student Roll No
- o) Student USN
- p) Faculty Course Link
- q) Elective Link
- r) Teacher Guardian Link
- s) Online Leave System
- t) Leave Approval
- u) Help Desk Approval
- v) HOD Feedback on Faculty Feedback
- w) Document Approval
- x) Student SGPA Update
- y) Change of Branch
- z) Faculty Feedback on Student Feedback
- aa) Documents Like Journal, FDP, Conference, Patent, Activities

Note: Use Tab Button to go to the next Field/object in the entire screen

HOD Profile:

Objective: In this module HOD details are updated.

Module Type: Master

Module Used by: HOD/All Employees

Location/Link: Master → Employee



Description: In this module you can change all the data except Employee no.

Enter your name along with the middle name/last name.

Enter the City where you are resident.

Enter the mobile no., DOB, Date of Join, e-mail address.

Select the branch from the branch dropdown list.

Pick the branch from the drop down list.

Select the gender type, sub Branch from the drop down list.

Enter the designation from the drop down list.

The employee if part of a coordination activity, one needs to check the appropriate coordinator.

Permanent address and Correspondence address can be updated for the employee.

Teaching type can be selected as 'Teaching' or 'Non-Teaching'.

Transport Mode can be selected as "College Bus" or "Private".

Also what kind of Exam duty the employee is attached to is entered here. Select from "Faculty duty" or "No Duty" or "DCS duty" from the choices.

Click the employee status as "Permanent" or "Probationary"

Click the appropriate employee status as "Permanent" or "Probationary".

Employee category can be clicked as either Lecturer or Office Staff.

The form also displays the PAN, A/C Number, IFSC code of the employee.

After the appropriate selection is done then the "Update" button is clicked.

If an employee information needs to be deleted then "Delete" button can be pressed.

If we want to fetch the information for an employee then Emp No is entered and "Query" button is clicked.

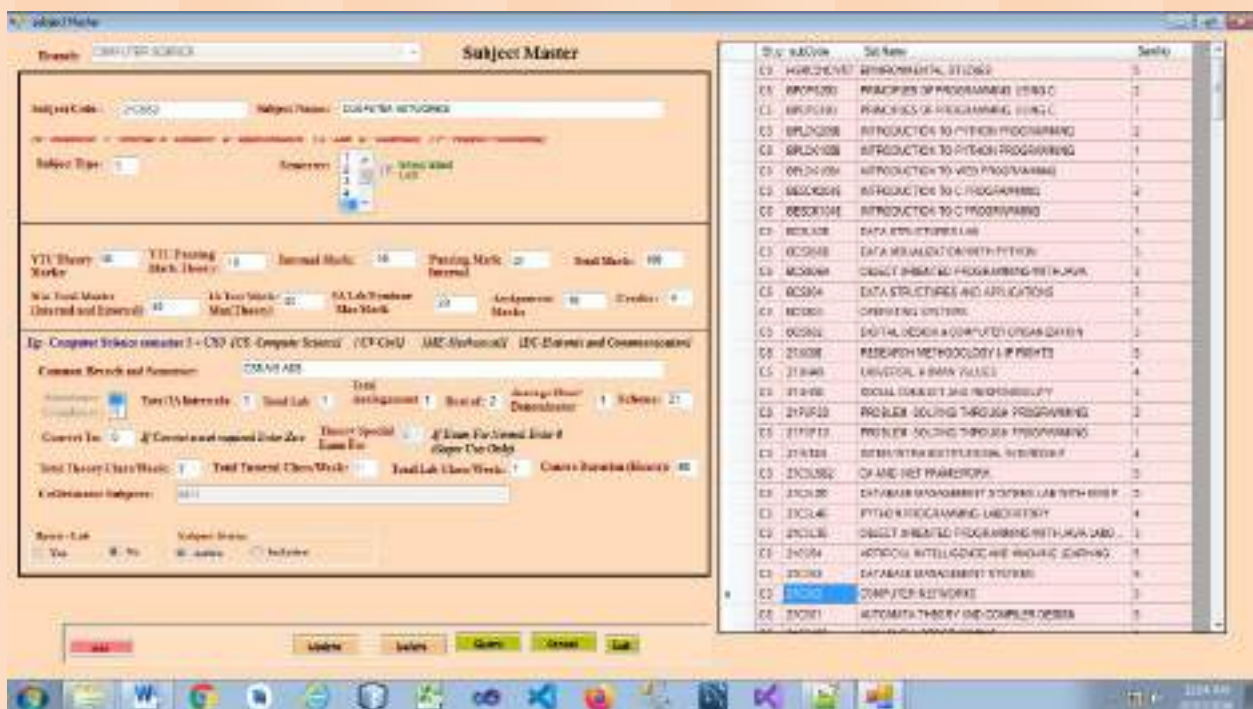
Course Details:

Objective: In this module Course Details are updated.

Module Type: Master

Module Used by: HOD/Application Administrator

Location/Link: Master → Course



Description:

This module has the details of different Courses related to the respective branches.

When we enter the subject code for the particular branch and press tab, it results in the description of the respective subject which are:

Subject name: Name of the subject.

Subject Type : One can be selected out of these different values. S for Semester, I for Internal, E for Elective, O for Open Elective, L for Lab, C for Common, P for Project Internship.

Semester: Semester it is taught in.

Integrated Lab: Ticked means the theory subject has an integrated lab as well.

It also lists VTU theory marks, internal marks (which consists of IA mark, assignment marks, seminar marks). It also lists the number of theory exams and labs, scheme that are present in the particular semester.

Common branch and semester: For the subject which is common to the entire semester a code is given.

Convert To: If the VTU says the internal marks are to be considered as a different ratio of the total internal marks then this field is used. Eg: The Internal marks is 20 for each of the 3 IA's but the VTU says it will be 15 rather than 20, then this ratio is considered.

Also the form lists if the subject status is active or inactive.

One can Update the values or Delete the record or Query to fetch the data for different fields in this form by selecting the particular subject code.

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Student Monthly Attendance:

Objective: In this module Student attendance is being updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Monthly Attendance

Description:

It lists the monthly attendance details of the student, displayed on a day to day basis.

On clicking the semester, subject, section, year and month for the attendance detail and once we say “Click to get student”, we get the attendance details for the month.

Cumulative days will display the cumulative days of classes conducted till the end of previous month. Eg: Here 25 cumulative days are accounted for till 31st of January.

It lists the days on which the attendance is taken and lists if the particular student is present on that day or not. (The first row in the form data displays this)

It also calculates the attendance percentage of the particular student for the particular month. Cum Class -> Calculates the number of classes in the month and

Cum Attn -> Signifies the class attended by student

Attn% -> Displays the attendance percentage for this month.

Cumulative days as discussed above list the sum of number of day's classes are conducted.

Once Attendance details of the student is entered the "Save" button is pressed to complete the transaction.

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CPD Entry:

Objective: In this module correspondence of the students/parents meeting and suggestion are being updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → CPD

Sl. No.	Roll No.	Name	Section	Subject	Date	Marks	IA_1	IA_2	IA_3	Total/Correction/Pass/Fail
1	02A720201	KEETHANA	BE02E03	COMPUTER AIDED ENGINEERING DESIGN	11	100	100	100	0	0
2	02A720201	KEETHANA	BE02E03	COMPUTER AIDED ENGINEERING DESIGN	20	100	100	100	0	0
3	02A720201	KEETHANA	BE02E03	COMPUTER AIDED ENGINEERING DESIGN	07	100	100	100	0	0
4	02A720201	KEETHANA	BE02E03	INTRODUCTION TO ELECTRONIC ENGINEERING	28	17.50	17.50	17.50	0	0
5	02A720201	KEETHANA	BE02E03	SCAMPER TECHNIQUES	17	17.50	17.50	17.50	0	0
6	02A720201	KEETHANA	BE02E03	SCAMPER TECHNIQUES	18	17.50	17.50	17.50	0	0
7	02A720201	KEETHANA	BE02E03	INTRODUCTION TO PYTHON PROGRAMMING	22	17.50	17.50	17.50	0	0
8	02A720201	KEETHANA	BE02E03	ADVANCED FINANCIALS OF BUSINESS	25	17.50	17.50	17.50	0	0

Description:

This module lists the issues faced by student in the particular subject and IA test. This suggests why the student has received less marks in the IA and the course correction done to improve the student IA marks. It also lists the parents comment on the issue and also captures the remedial action suggested and remedial action taken for the student.

The HOD can click on the Student ID and the internal exam for which these details are sought. Then click on “Click to get data” to get the form data and different fields populated.

The parent and student meeting date is obtained and the action taken and action suggested are displayed.

Any update on action taken or action suggested can be entered and Update button is clicked.

The form data displays the student and his marks in different subjects in different IA's.

Student Activities:

Objective: In this module captures the student activities throughout their course.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Student Activity

YEAR	Activity Name	Activity Points	Activity Total	Max Points
2020-21	YTD Celebration	20	1	20
2020-21	Guests Celebration	6	1	6
2020-21	Volunteering during EYE camp	20	1	20
2020-21	Awards on all levels of Program	20	1	20
2020-21	Subscribers/Service of C. Program	20	1	20

Description:

The students have to take part in extra circular activities during the course duration. They will be given a stipulated number of points for doing a particular activity. HOD's of first year will conduct these activities and TG's will conduct these in other year's.

Click on branch and student and year from the drop down for which we would like to know student activities.

Then the form is populated with details of the activity. On the R.H.S the form data can be double clicked to modify the activity.

Student Grace Attendance:

Objective: This module captures the student grace attendance given for the current semester.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Grace Attendance



Description: This module captures the attendance percentage of the student in the particular course and the required grace attendance for him or her to get the cut off attendance for that course.

Click on semester, subject, section you want the grace attendance details for.

Attendance CutOff % captures the cutoff attendance percentage that is required to pass.

Click on “Click to get Student”, to get the list of students and their attendance percentage.

It also lists the required grace attendance for the student to reach the cutoff attendance percentage.

It also displays Grace Attendance given in the column New Grace Attn.

Click on “Save” to save the transaction or “Exit” to exit the module.

Student Internal Marks:

Objective: In this module student internal Marks are being updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Course wise (Theory/Lab) internal Marks



Description:

Here we capture the internal assessment marks of the student for the corresponding course for different IA's.

Click on the semester, subject from the drop down list and the section and IA.

When we click “Click to get Student” we get the list of students with their IA marks.

If we want to update the IA marks then we can click on the marks, enter the marks and click on “save” button.

The fields like Semester Type, Academic Year, Branch, Section and Total Student is auto populated.

Student Assignment Marks:

Objective: In this module student Assignment Marks are being updated.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Marks Entry → Assignment Marks

Sl. No	Student Name	INTER_ASSIGNMENT
1	POOR	10.00
2	WISHU BARMONDETA	8.00
3	SHRUTI	8.00
4	HEMCHANDRAN	8.00
5	ADARSH	8.00
6	ADARSH	8.00
7	ADARSH	8.00
8	ADARSH	8.00
9	ADARSH	8.00
10	ADARSH	8.00
11	ADARSH	8.00
12	ADARSH	8.00
13	ADARSH	8.00
14	ADARSH	8.00
15	ADARSH	8.00

Description:

As stated this module captures the assignment marks for the respective student in a particular semester.

Click on the semester and from the drop down list pick the subject of interest and also select the section.

Click on “Click to get Student” button to get the details of the student in the form data.

Then in the form click on INTER_ASSIGNMENT column to enter the assignment marks.

Press “Reset” button to clear the form data.

Press “Save” button after the marks are entered.

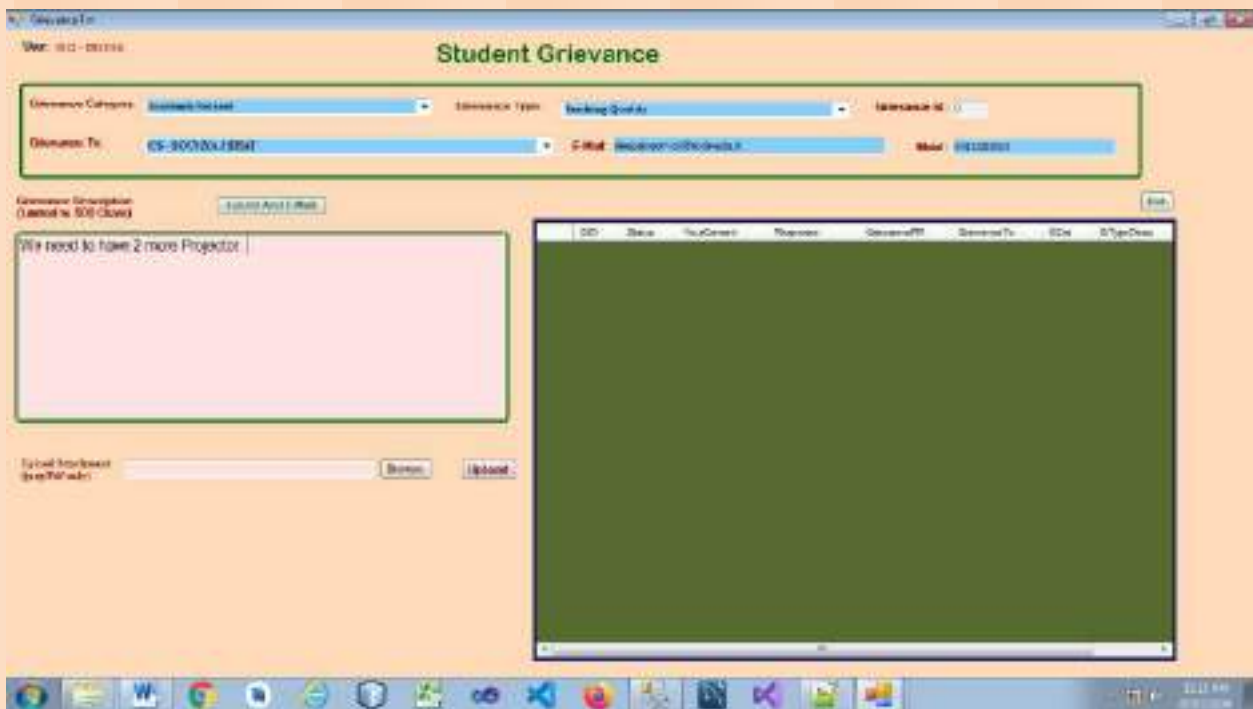
Student Grievance:

Objective: In this module student Grievance is addressed.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Student Grievance



The screenshot shows a web browser window titled "Student Grievance". The interface includes a header with the user name "User: 1011-101110". Below the header, there are several input fields: "Grievance Category" (set to "Academic Related"), "Grievance Type" (set to "Teaching Quality"), "Instructor ID" (empty), "Grievance To" (set to "CS-300204384"), "Email" (set to "hodayan@colleges.edu"), and "Mob" (set to "981111111"). There are "Submit" and "Cancel" buttons. Below these fields, there is a "Grievance Description" section with a text area containing the text "We need to have 2 more Projector". There is also a "Typed Attachment" section with a text input field and "Submit" and "Upload" buttons. A large green rectangular area is visible on the right side of the page, possibly representing a placeholder or a specific section of the form. The browser's taskbar is visible at the bottom of the screenshot.

Description:

This module is for the faculty to assign a grievance against a particular grievance category and address this issue to the HOD. The grievance description tells about the exact nature of grievance.

Click on the "Grievance Category" and the "Grievance Type".

If the Grievance is related to HOD then "Grievance to" is selected as HOD and then the Grievance description is entered.

Once submitted, this goes to HOD and marked to the faculty to whom this grievance is related to.

Transfer of Student:

Objective: In this module is being used to transfer student from the current semester to the next semester.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → Student Transfer from Odd to Even



Description:

This activity of transferring students from one semester to another semester is done by HOD and by using this screen.

Click on branch and semester to which the students are to be transferred.

Pick the section and then click Transfer.

This will transfer the students from current semester to the next semester.

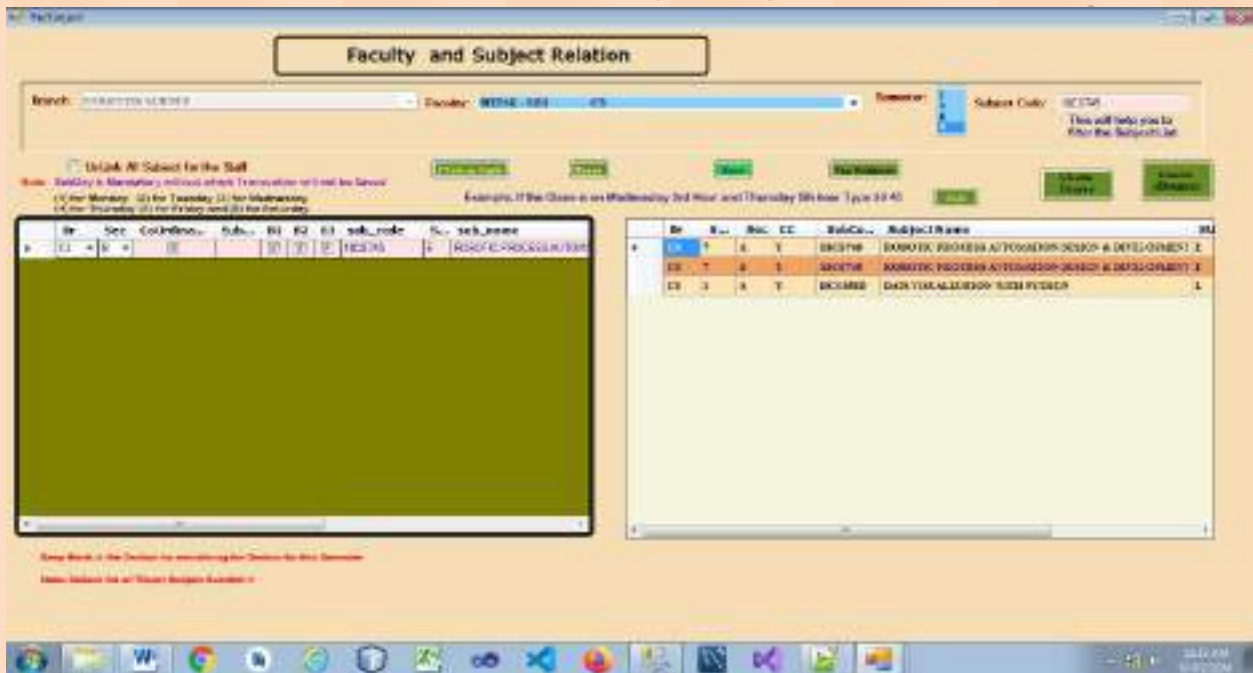
Faculty Subject relation:

Objective: This module is being used to allocate each teaching staff with their respective subjects.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Faculty – Subject Link



Description:

This screen is used by the HOD to link a faculty to a subject of a particular semester.

Select the branch and faculty to whom the subject needs to be linked after selecting the subject and semester.

The link is done by clicking on “Click to Link” button.

In the resulting output in form data click the branch and section to be allocated and also if this faculty is coordinator or not and batches that are linked to this subject code. Eg: If the subject is a lab then if this faculty is assigned to all the three batches of the subject then B1, B2, B3 is clicked.

To see the list of sections and subjects related to a particular faculty click on “Fac Subjects”

Click “Save” button to save the transaction.

Click “Reset “button to reset the transaction.

Student Section:

Objective: This module is being used to allocate section for each student.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction →HOD→ Student Section Link



Description:

This module is used by the HOD to allocate students from a particular semester to a particular section.

Click on the semester and the student total and enter the number of students in each semester.

Once we click on “Re process” the students are automatically assigned to the sections.

If we want to update the section of a particular student then in the form data we can update the section to which a student belongs to.

If a section for a student is changed then the attendance for the student needs to be reentered.

Press the “Save “button to save the transaction.

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Student Lab Batches:

Objective: This module is being used to allocate Lab batches for each student.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Student Lab Batch Link



Description:

This screen is used to link a particular student to a particular batch.

E.g.: Say there are 60 students in a section, 3 batches are created with 20 students each and the individual student is assigned to this individual batch ID 1, 2, 3.

Click on the semester and section of the student.

Create the number of batches this section would have and enter the starting USN and ending USN for whom this lab batch is allocated.

Click on “Reprocess” to automatically assign a batch to a student.

Click on the “Save” button to save this transaction.

Student Roll No:

Objective: This module is being used to allocate roll number for each student. This is done since we have no USN for the first semester and third semester lateral entry.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Student - RollNo Link



Description:

As the screen name signifies this is used to link roll number to a particular student.

Click on the semester and section to which we want to assign roll numbers.

Enter the starting and ending USN numbers we want to update the roll numbers.

When “Re-Process” button is clicked then roll numbers are automatically assigned to students.

Click on “Save “button to save this transaction.

Student USN Update:

Objective: This module is being used in first and third semester (Lateral entry). Students USN are usually given by the VTU at the end of First Semester before the VTU Examination.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Student USN Link

Sl No	App No	CRS No	Name	New USN
1	001	001	ABHIRAM B R	0010001
2	001	001	ABHIRAM B R	0010002
3	001	001	ABHIRAM B R	0010003
4	001	001	ABHIRAM B R	0010004
5	001	001	ABHIRAM B R	0010005
6	001	001	ABHIRAM B R	0010006
7	001	001	ABHIRAM B R	0010007
8	001	001	ABHIRAM B R	0010008
9	001	001	ABHIRAM B R	0010009
10	001	001	ABHIRAM B R	0010010
11	001	001	ABHIRAM B R	0010011
12	001	001	ABHIRAM B R	0010012
13	001	001	ABHIRAM B R	0010013
14	001	001	ABHIRAM B R	0010014
15	001	001	ABHIRAM B R	0010015
16	001	001	ABHIRAM B R	0010016
17	001	001	ABHIRAM B R	0010017
18	001	001	ABHIRAM B R	0010018
19	001	001	ABHIRAM B R	0010019
20	001	001	ABHIRAM B R	0010020
21	001	001	ABHIRAM B R	0010021
22	001	001	ABHIRAM B R	0010022

Description:

This module is used to allocate USN's to the student at the end of first semester.

The student application number got at the beginning of the semester will be replaced by the USN in this module.

Enter the branch name, semester and section along with starting USN and ending USN no's.

Once we click the button "Re Process" the USN's are automatically assigned to students.

Click on "Reset" to reset the transaction.

Click the "Save" button to save the transaction.

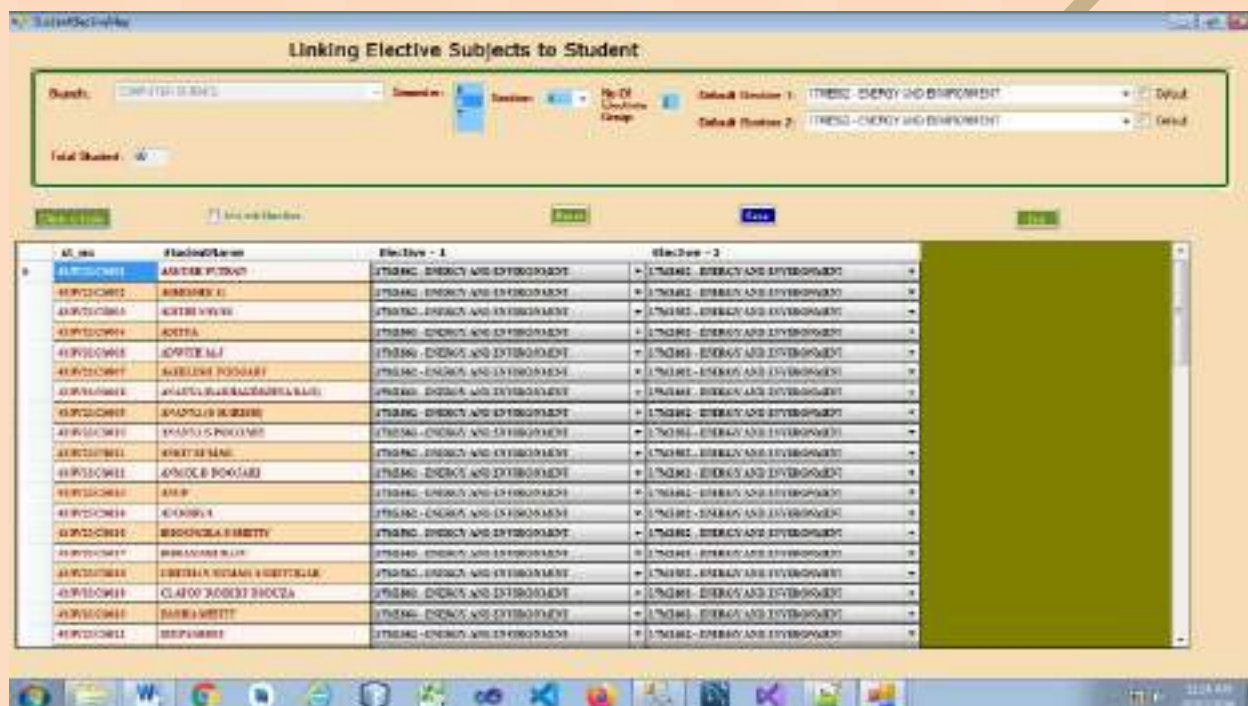
Student Elective Link:

Objective: This module is being used to link every student with their respective elective subjects.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Student – Elective Link



Description:

This module is used to link a particular student with his elective subject in that semester.

Click on Branch, Semester and Section and pick the default elective 1 and 2.

Total students having this elective combination is displayed in the field Total Student.

When “Click to Link” button is clicked the system automatically links these number of students with the respective Elective.

To assign a new elective to a particular student click on Default Elective 1 and Elective 2 in the form data and assign the appropriate Electives.

Click on “Unlink Elective” to unlink the elective to the student.

Click on “Save” to save the linking.

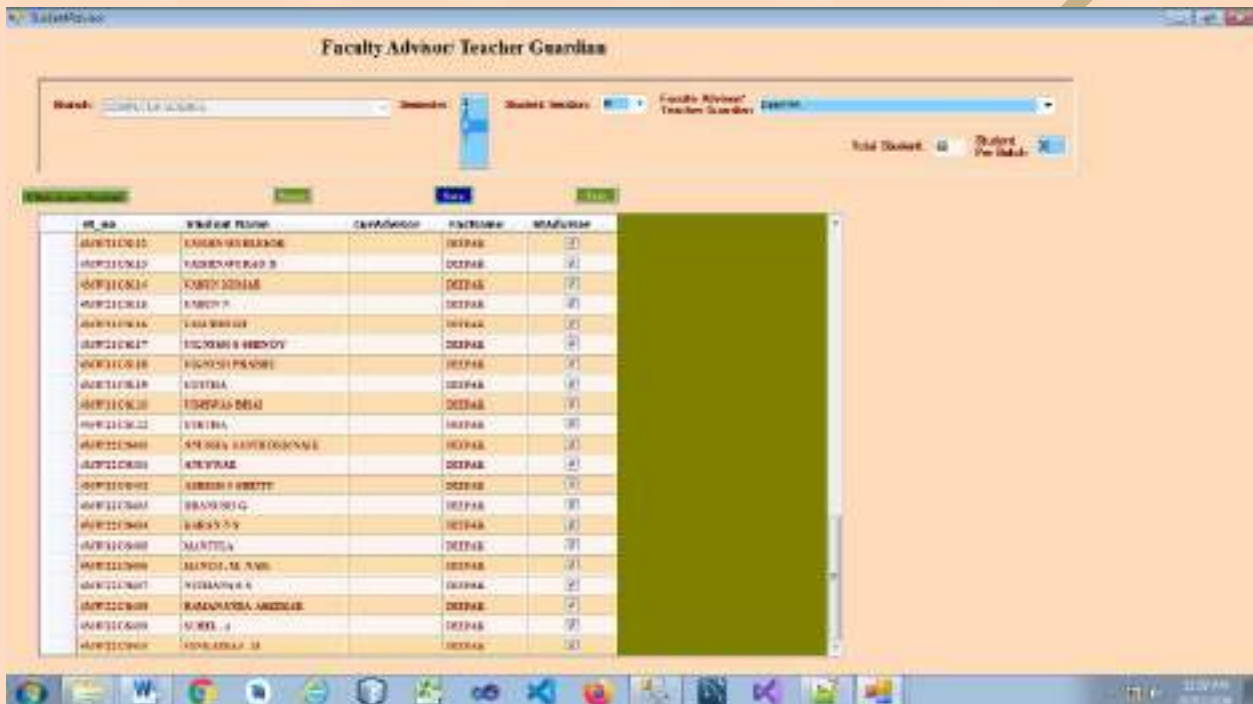
Teacher Guardian Link:

Objective: This module helps in allocating each Faculty with certain students. They are fully responsible for these students.

Module Type: Transaction

Module Used by: HOD/Super User

Location/Link: Transaction → HOD → Student – FA/TG



Description:

This screen is used to link a faculty as Teacher Guardian for a set of students.

Click and select the branch and semester and student section.

Pick the teacher guardian who is going to be assigned for the set of students.

Click on “Click to set Student” to map the FacName to the students in the form.

CurAdvisor lists the current teacher guardian.

Click on StAdvisor checkbox to complete the link between student and the new teacher guardian.

Click on “Save” button to save the transaction.

Leave Approval:

Objective: Leave transaction module is a workflow. The employees will submit their leave. After the submission of leave this will appear to the HOD for approval. HOD can approve or reject the leave. Once approved by the HOD, this leave will appear for the principal for the final approval.

Module Type: Transaction

Module Used by: HOD

Location/Link: Transaction → HOD → Leave Approval

SNo	Emp Code	Emp No	Employee	Date Leave	Leave Taken	Reason	Leave Type	No of Days	From Date	To Date	Leave Cross	Confirm Tick	Reject Tick	Course File	Permission Taken
25387	05	8417	MAHESH BABU S	12.0	2.0	Sunday function	CL	2.0	2024-02-26	2024-02-28	H	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25388	05	8408	YAGRAJWIM A S	0.0	0.0	VL Vacation	VL	3.0	2024-02-04	2024-02-06	H	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25389	05	8450	RAJHAVENDRA G S	12.0	3.0	Personal Work	CL	1.0	2024-02-27	2024-02-27	H	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SNo	emp_no	LeaveType	LeaveDate	Sex	ALT1	C1	ALT2	C2	ALT3	C3	ALT4	C4	Name
25387	0517	CL	2024-02-26	F	DEVI LAKSHMIDHARAN R M	1	DEVI LAKSHMIDHARAN R M	2	DEVI LAKSHMIDHARAN R M	3	DEVI LAKSHMIDHARAN R M	4	
25389	0517	CL	2024-02-27	F	DEVI LAKSHMIDHARAN R M	1	DEVI LAKSHMIDHARAN R M	2	DEVI LAKSHMIDHARAN R M	3	DEVI LAKSHMIDHARAN R M	4	

Description:

Leave Approval tab is used by the HOD to accept or reject the leave. One can see HOD leave rejection reason details in this view.

Once HOD Clicks “Click to get leave approval” all the employees who have applied for leave will be displayed

Then in the data form, in case of leave rejection, the checkbox “Reject Tick” is ticked and the reason for HOD rejection is entered. If the leave is rejected the leave would be deleted from the system.

If the leave is approved “Confirm Tick” is ticked.

If the course file is present then “Course File” is ticked.

If the permission is taken before applying the leave then “Permission Taken” is ticked.

If the leave is applied after the leave is taken and permission is not taken then this checkbox would be unchecked.

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HOD Feedback on Faculty Feedback:

Objective: Every semester there are 2 students' feedbacks. One feedback at the beginning of the semester and the other is at the end of the semester.

Module Type: Transaction

Module Used by: HOD

Location/Link: Transaction → HOD → HOD feedback on Faculty feedback

Q.No	Question	FIDCode	ED %s	Avg Grade	Good %s	Fair %s	Poor %s	Faculty Remarks or Student Feedback	
1	Checking skills and clarity of explanations	DCS01	70	20	12	0	0	10.07	satisfied
2	Comprehension skills of the Faculty.	DCS02	82	30	11	0	0	10.24	Satisfied
3	Depth of knowledge & preparation for the classes help of us to	DCS03	70	18	0	0	0	10.21	students may find writing and queries difficult as it is new concept for them. They need to attend classes regularly
4	Explanation is quite suitable to the class, unless highly on the level of more teaching skills effectiveness.	DCS04	68	12	11	0	0	10.08	satisfied
5	Control on the discipline in the class.	DCS05	78	12	11	0	0	10.03	satisfied
6	Faculty is regular and adheres to class timings	DCS06	68	15	11	0	0	10.21	satisfied
7	Talks to specific case of students who are unable to understand basic.	DCS07	58	10	11	0	0	10.07	satisfied
8	Coverage of the syllabus	DCS08	48	10	0	0	0	10.24	satisfied
9	Faculty is fair and transparent to students' evaluation and provides effective feedback on our examinations performance.	DCS09	55	12	0	0	0	10.11	satisfied
10	Available and approachable after the class hours for clarifying the doubts.	DCS10	68	15	0	0	0	10.24	satisfied

Description:

This module is used to give HOD feedback on a particular subject against faculty feedback.

Essentially it captures the faculty feedback on student feedback and the HOD feedback on the faculty feedback.

HOD can click on the faculty whose feedback is needed.

Then, faculty subject is clicked and then “Retrieve” button is pressed to retrieve the results.

Then HOD gives the feedback on faculty feedback.

And then the transaction is saved by clicking on the “Save” button.

Document Approval:

Objective: Whenever the employees attend any FDP or publish any Journal/Conference/Patent/Activity, the details are entered by the employee and then approved by the HOD. They can also upload the Document PDF file.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Documents → Journal

Faculty	SACS	Conference/Journal Name
SAKSHI K. S. N.	ELC, TAMILNADU	JOURNAL OF DATA SCIENCE
SURESH K. M.	CLOUD COMPUTING	Journal of Science in Fisheries
PREETHI H.	ISS 752	International Journal of Advanced E
...

Description:

The HOD can view the Journal details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of Journal published for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the journal details published by that faculty.

The details of the journal include paper title, journal name, Volume, Issue, Page No, ISBN no, Doc ID, Students and his college, who have contributed for this paper, coauthors for this paper.

The journal paper can be uploaded in the field "File Upload" by the author.

The journal status once created can be “Open” and once submitted can be made “Close” by the author. All these details are not editable for the HOD.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

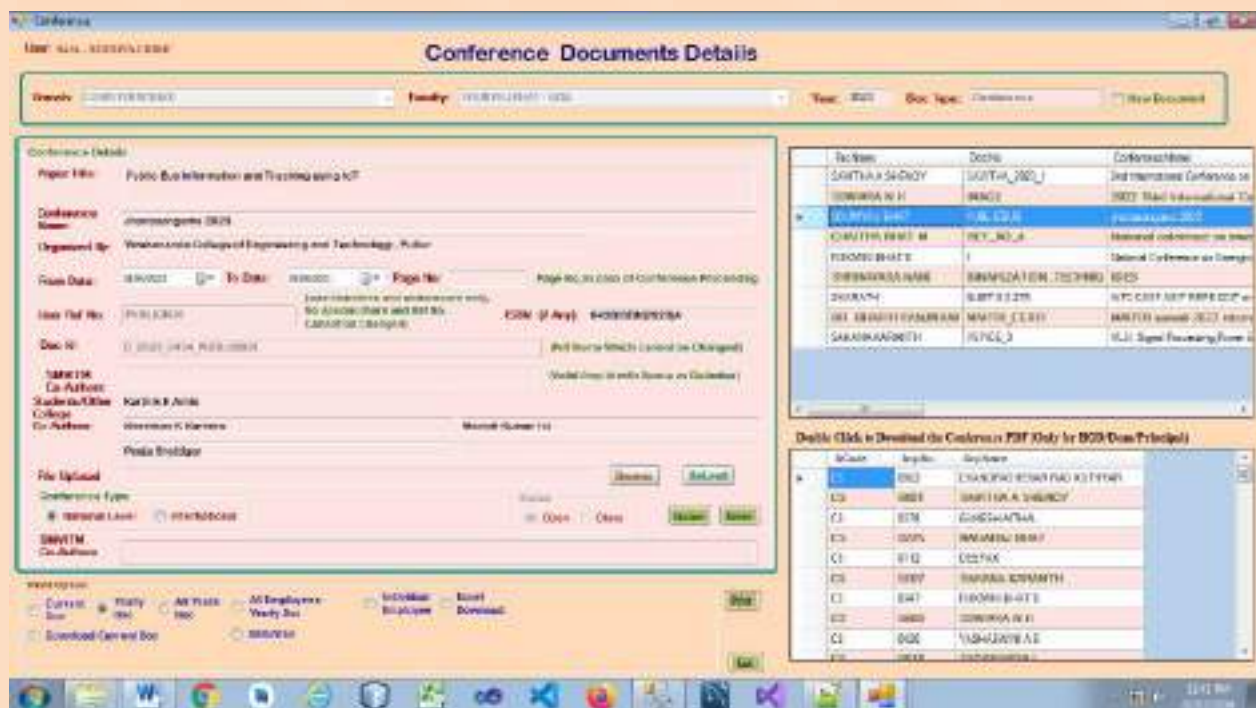
HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”, “Individual Employee”, “Download Current Doc”, “Excel Download” and “DateWise” download, which are the documents related to other employees.

If the HOD wants to download all the journal PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → Conference



Description:

The HOD can view the Conference details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of paper published in the conference for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the conference details attended by that faculty.

The details of the journal include paper title, conference name, Organized by, ISBN no, Doc ID, User Ref No, Students and his college, who have contributed for this paper, coauthors for this paper.

The conference paper can be uploaded in the field “File Upload” by the author.

The journal status once created can be “Open” and once submitted can be made “Close” by the author.

Additionally the conference type (National or International), SMVITM coauthors can be entered for this conference and paper.

All these details are not editable for the HOD and only entered by the faculty.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”, “Individual Employee”, “Download Current Doc”, “Excel Download” and “Date Wise” download, which are the documents related to other employees.

If the HOD wants to download all the journal PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → FDP



Description:

The HOD can view the FDP details and download it in this module.

By clicking on the branch name, the faculty name, year of publishing and by pressing tab, HOD can get all the details of Journal published for that year.

By double clicking on the RHS form data which houses the faculty name, HOD can get the FDP details attended by that faculty.

The details of the FDP include Organized By, To and From Dates, Ref No, Doc ID.

The certificate can be uploaded in the field "Certificate Upload" by the author.

The FDP status once created can be "Open" and once submitted can be made "Close" by the author.

Additionally the conference type (National or International), FDP mode (Can be online or Offline) are entered.

All these details are not editable for the HOD.

HOD has options to see his/her document in "Current Doc".

HOD can also view all the documents submitted by him/her in that year by clicking "Yearly Doc".

HOD can also view “All years Doc” submitted by him/her.

HOD can also view “All Employees Yearly Doc”,”Individual Employee”,”Download Current Doc”,”Excel Download” and “DateWise” download,which are the documents related to other employees.

If the HOD wants to download all the conference PDF’s of a particular employee he/she can double click on the RHS below form data.

SMVITM SOFTWARE

Location/Link: Transaction → Documents → Activity Form

The screenshot shows a web-based 'Activity Request form'. At the top, there are dropdown menus for 'Branch' (COMPUTER SCIENCE), 'Faculty Name' (SANGAVINDEN I REGD C.E.), and 'Academic Year' (2023). Below these are several input fields and buttons. The main form area is divided into sections: 'Activity Details' with fields for Department, Activity Name, Level, and Date; 'Current Expenditure' with a table for Description, Amount, and Date; and 'Source of fund (Government/Department)' with another table for Description, Amount, and Date. On the right side, there is a table with columns for 'Description', 'Amount', and 'Date'. At the bottom right, there are 'Print Options' with radio buttons for 'Current Doc', 'Yearly Doc', 'All Employees Yearly Doc', and 'Download Doc'. The interface is displayed in a browser window with a Windows taskbar visible at the bottom.

Description:

An activity request form is generated if there is an event which the college is conducting and an approval in terms of expenses is required from HOD. There can be activities which do not require the permission of HOD also.

An activity request form is filled with details of branch, faculty name, Academic year and tab is pressed to get the details of activities done by that faculty.

By double clicking on the activity in the RHS form data, the activity details are displayed with name of activity, target audience, date of activity and Expected Expenditures.

Financial support from the institute can be entered in the textbox given.

Also the pdf related to the activity can be uploaded using the “Browse” and “Upload” button.

HOD has options to see his/her document in “Current Doc”.

HOD can also view all the documents submitted by him/her in that year by clicking “Yearly Doc”.

HOD can also view “All Employees Yearly Doc”, ”Download Doc” and “Date Wise” download of document.

The form is either submitted to HOD for approval or can be there as an internal document.

SMVITM SOFTWARE

Student SGPA Update:

Objective: SGPA is calculated when the VTU marks are uploaded. Sometimes under certain circumstances we may need to recalculate the SGPA.

Module Type: Transaction

Module Used by: HOD

Location/Link: Transaction → HOD → Student updates (SGPA)

st_no	Student Name	curr_sern	section1	Pass(Tick)
499W20C3001	POOJA	7	A	<input type="checkbox"/>
499W20C3002	AARON SHARDIN DOULZA	7	A	<input type="checkbox"/>
499W20C3003	ABHISHEK	7	A	<input type="checkbox"/>
499W20C3004	ABEASH JINAMESH SENAL	7	A	<input type="checkbox"/>
499W20C3005	ADARSH SHETTY	7	A	<input type="checkbox"/>
499W20C3006	ADITHYAN ADHARYA	7	A	<input type="checkbox"/>
499W20C3007	ADITHYAN SHERIGAR	7	A	<input type="checkbox"/>
499W20C3008	AKANKSHA SHETTEGAR	7	A	<input type="checkbox"/>
499W20C3009	AMARJEET KUMAR	7	A	<input type="checkbox"/>
499W20C3010	ANANYA PRASAD	7	A	<input type="checkbox"/>
499W20C3011	ANMITHA NAYAK	7	A	<input type="checkbox"/>
499W20C3012	ANMITHA	7	A	<input type="checkbox"/>
499W20C3013	ARATHI KIM	7	A	<input type="checkbox"/>
499W20C3014	ASHWITH H POOJARY	7	A	<input type="checkbox"/>
499W20C3015	BHAT PRITHWIRAJ SHRIDHAR	7	A	<input type="checkbox"/>
499W20C3016	BHAVANA RADHAKRISHNA BHAT	7	A	<input type="checkbox"/>
499W20C3017	BHOOMIKA N BARDKAR	7	A	<input type="checkbox"/>
499W20C3018	BHAWANA S SHETTY	7	A	<input type="checkbox"/>
499W20C3019	CHANDANA	7	A	<input type="checkbox"/>
499W20C3020	CLINTON JUSTIN NORONHA	7	A	<input type="checkbox"/>
499W20C3021	DILIPKUMAR	7	A	<input type="checkbox"/>

Description:

Under certain circumstances the SGPA would be wrongly assigned in Student Master. To correct this we are having this screen, in which we can update SGPA.

Click on the branch of interest, Current semester, Section, Semester for which SGPA is required (which can be different from the current semester).

Once we click on “Get Data” we get the list of students within that section.

When we click on Pass(Tick) column and say “Update”, the SGPA is recalculated for that student.

SMVITM SOFTWARE

Faculty Feedback on Student Feedback:

Objective: First the student gives feedback for the each subject and for each lecturer. Faculty will give feedback on the student feedback.

Module Type: Transaction

Module Used by: Lecturer/HOD

Location/Link: Transaction → Faculty Feedback on Student Feedback

Q.No	Question	subCode	ES	Avg	Good	Bad	Fair	Pass	Fail	Faculty Status on Student Feedback
1	Teaching skills and clarity of explanations	20052	38.82	38.82	11.56	4.62	0.00	85.11	14.89	Faculty to improve
2	Communication skills of the faculty	20052	38.82	38.82	11.56	4.62	0.00	85.11	14.89	Faculty to improve
3	Subject knowledge & preparation for the classes helped as to	20052	40.00	38.52	11.48	5.20	0.00	81.11	18.89	Faculty to improve in this field
4	Encourages us to be active in the class, writes helpful on the board even teaching with efficiency	20052	38.82	38.82	11.56	4.62	0.00	85.11	14.89	Satisfied
7	Control on the discipline in the class	20052	47.80	46.88	9.22	1.00	0.00	96.44	3.56	Satisfied
8	Ready to respond and answer in class during	20052	46.00	46.77	9.22	1.00	0.00	97.00	3.00	Satisfied
9	Takes special care of weak students and helps them understand better	20052	41.34	40.82	11.85	1.00	0.00	92.44	7.56	Satisfied
8	Coverage of the syllabus	20052	38.46	38.77	11.48	4.62	0.00	84.44	15.56	Satisfied
6	Faculty is fair and transparent in marking, evaluation and provides effective feedback on our examination performance.	20052	38.82	38.77	11.48	4.62	0.00	85.11	14.89	Satisfied
10	Availability and approachable after the class hours for clarifying the doubts	20052	44.00	43.88	11.31	4.62	0.00	94.44	5.56	Satisfied

Description:

This screen is used to give faculties feedback on student's feedback about different teaching parameters. It is given against each subject.

There are 2 student feedback per semester.

- 1) Formative feedback: After 1st IA
- 2) Summative feedback: After 3rd IA

The faculty subject is selected and the feedback type (Formative-after 1st IA or Summative-After the completion of 3rd IA) is selected.

Choose the required feedback type. Against the feedback on each parameter given by student and against each category of performance the faculty feedback is given.

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

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SMVITM SOFTWARE

Design and Developed by

Department of Computer Science and
Engineering

Office Profile

Overview:

SMVITM Software is a desktop application having the following Features:

- a) It maintains the student Profile like USN, Name, DOB, etc.
- b) Employee profile.
- c) It helps in Keeping track of student's performance throughout his stay in the college.
- d) Creation of Students section, lab batches, Elective allocation, USN updating, Teacher Student guardian, etc.
- e) Student and Faculty subject link.
- f) Student attendance system
- g) Student Grace attendance
- h) Student Sessional Marks
- i) Student assignments
- j) Transfer of students at the end of the semester
- k) There is a Faculty feedback regarding the performance and teaching.
- l) There is online Quiz in lines with the industrial Standard.
- m) Online Faculty exam duty allocation for theory subjects.
- n) Lab allocation VTU examination.
- o) DCS duty allocation.
- p) All VTU related Invoice and Reports.
- q) Employees Attendance integrated to the Face and Punching time attendance.
- r) Online leave system
- s) Students Grievances.
- t) Student Hostel system which helps to keep track of absentees, their mess bills, sending of emails as and when required.
- u) Sending e-greeting for the Alumni, current students and employees

Roles Classifications:

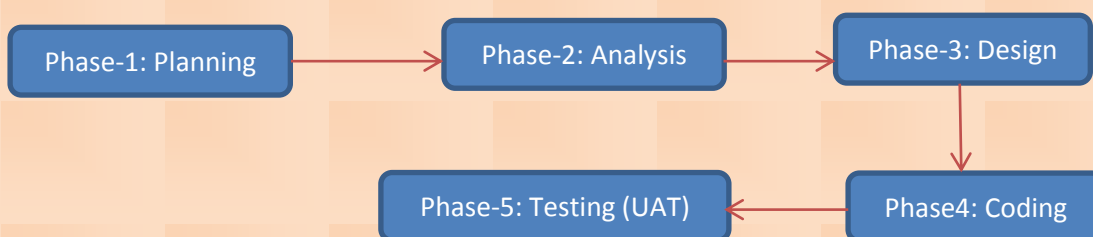
- a) Employee Login
- b) Student Login
- c) Faculty Login
- d) HOD Login
- e) Principal Login
- f) Administrator Login

Software and Hardware used:

- a) MS-SQL Server is used as Backend
- b) VB.Net is used as Front End.
- c) Crystal Report is used as reporting tools.
- d) Windows Server 2008
- e) Users PC's (Windows XP, 8, 10, etc.) and printers.
- f) Wi-Fi and Local Area Network with
- g) Face and punching attendance machines are used for attendance.

Method used:

System Development Life Cycle (SDLC): This is one of the most common processes adopted to develop a project and not surprisingly, this project is following this model too. To be precise, waterfall model is being applied. Waterfall model is a sequential model process where the input of a phase actually results from the previous phase.



Core Modules:

- a) Employee Profile
- b) Student Profile
- c) VTU Examination Dates
- d) Fees/Examination Remuneration Fees
- e) Leave Master
- f) Leave Approval
- g) Yearly Holidays
- h) Room Master
- i) Lab Examination Allocation
- j) Faculty Exam Date Selection
- k) Manual Exam Date Allocation
- l) Exam Duty Date Exchange
- m) VTU Exam Date Change
- n) Reliever Exam Duty
- o) DCS Exam Date Selection
- p) DCS manual Allocation
- q) Dispatch Entry.
- r) VTU Student Appearing List Upload
- s) VTU Room Allocation
- t) VTU Student Seat Allocation
- u) VTU Exam Absentees
- v) Faculty Room Link
- w) Deactivation of Faculty Exam Duty / Exam Dates
- x) Leave Transaction
- y) Permitted Hours

Note: Use Tab Button to go to the next Field/object in the entire screen

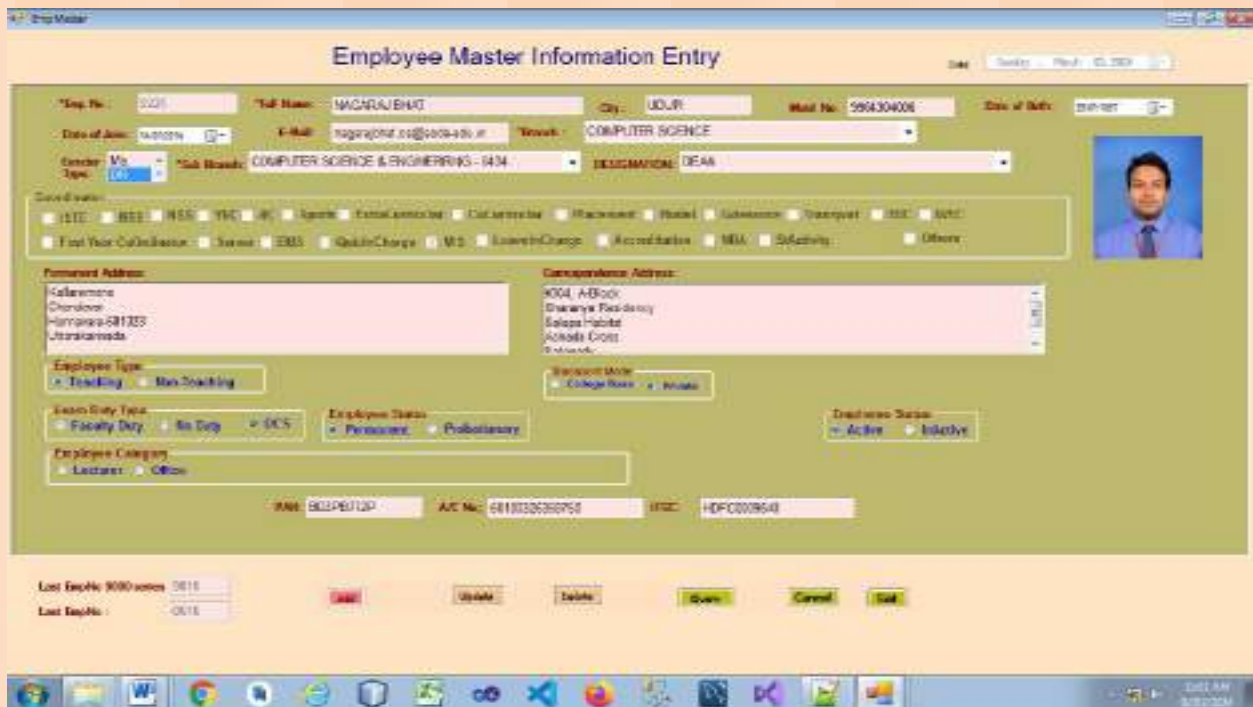
Employee Profile:

Objective: In this module HOD details are updated.

Module Type: Master

Module Used by: HOD/All Employees

Location/Link: Master→Employee



Description: In this module you can change all the data except Employee no.

Enter your name along with the middle name/last name.

Enter the City where you are resident.

Enter the mobile no., DOB, Date of Join, e-mail address.

Select the branch from the branch dropdown list.

Pick the branch from the drop down list.

Select the gender type, sub Branch from the drop down list.

Enter the designation from the drop down list.

The employee if part of a coordination activity, one needs to check the appropriate coordinator.

Permanent address and Correspondence address can be updated for the employee.

Teaching type can be selected as ‘Teaching’ or ‘Non-Teaching’.

Transport Mode can be selected as “College Bus” or “Private”.

Also what kind of Exam duty the employee is attached to is entered here. Select from “Faculty duty” or “No Duty” or “DCS duty” from the choices.

Click the employee status as “Permanent” or “Probationary”

Click the appropriate employee status as “Permanent” or “Probationary”.

Employee category can be clicked as either Lecturer or Office Staff.

The form also displays the PAN, A/C Number, IFSC code of the employee.

After the appropriate selection is done then the “Update” button is clicked.

If employee information needs to be deleted then “Delete” button can be pressed.

If we want to fetch the information for an employee then emp No is entered and “Query” button is clicked.

Student Profile:

Objective: In this module student profile is being updated.

Module Type: Master

Module Used by: Office / Office Assistant

Location/Link: Master → Student

There are 4 screens

- 1) Basic Student Information
- 2) More info
- 3) VTU Marks
- 4) Detailed VTU Grade

SCHOOL	SCHOOL CATEGORY	YEAR	SEM	SECTION	STATUS
LAXMI NAGRI HIGH SCHOOL	KCSE	2023	1 ST	000001	Active
VISHVA KOTA EDUCATIONAL	PGDIPLOMA	2023	1 ST	000001	Active

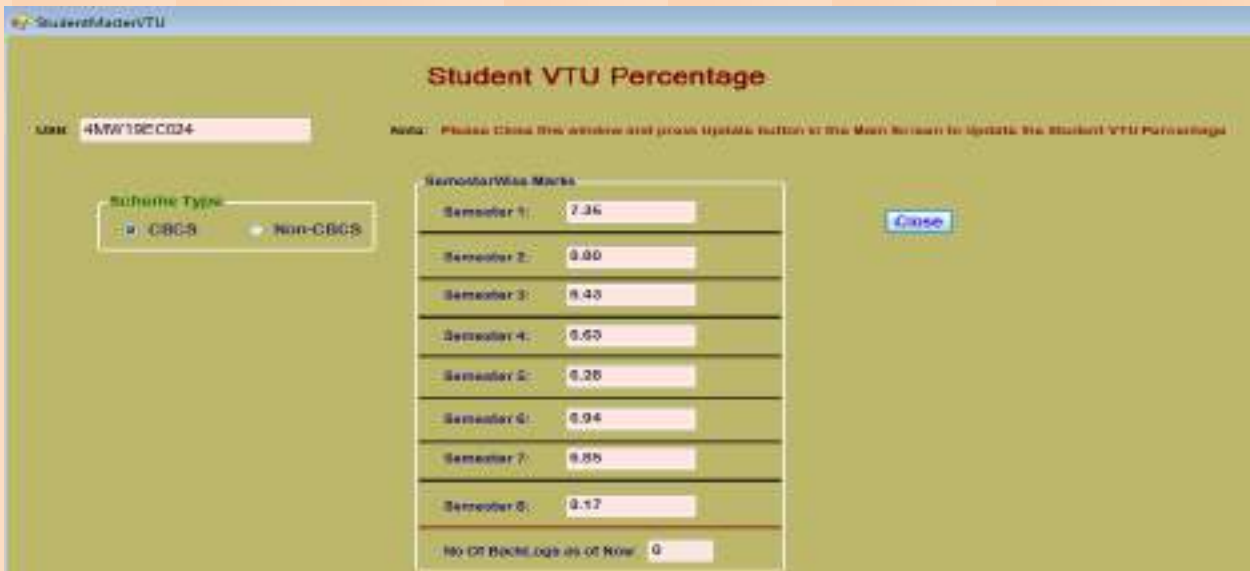
Description: In student Profile update and displays all the information recorded for a student including personal and contact information. In this Module you can change all the data expect student USN Number. Enter student Name, branch from the branch dropdown list. Select the Current semester and section from the list. Status column contain 4 types of parameter such as [Active, Inactive, Detained, Passed].current students are in active mode. There are five specific types listed in the admission mode options. Based on the options provided, the category under which a student can do their admission would be either ["CET" "Management", "Lateral Cet/Management"] or "[Comedk."].

Enter a college fees and receipt number, receipt Date and Admission Date. To select the admission issue date, you would need to locate that information within the downloaded document. Next, you would enter the **CET** rank, Student claimed category, and allocated category as required. There are three types of KEA category are [SNQ, Arivu, and Normal].

Select a [Mother Tongue, Religion or Caste]. choose a [Gender type, Blood group, Nationality] of the student. Enter a [Aadhar number, parent WhatsApp number and Date of joining].

Enter the City where you are resident. Enter the student Academic details such as 10th and 12th institution name, Exam Board, Percentage of mark and Medium. In pre-qualifying course enter the student's previous studied class and then go to the [more info].

Enter the mobile locker facilities [Yes or No]. Enter the hostel facilities [Yes or No]. Enter the subject marks [Physics, Chemistry, and Math's]. Enter the personal details like Father Name, Mother Name, Qualification, Occupation, Annual Income and the Mobile Number. Enter the student Achievement, Extracurricular Activities and hobbies etc. Enter students' permanent or correspondence home address. Choose the option where you are sent student progress Report. Close the window go to the main page. Click on the button [VTU%].



Enter a student USN, Select a Student scheme Type such as [CBCS or Non CBCS] it will display the table that Student Semester Wise aggregate Marks. It also it will shows the row [number of Back Logs paper] as of now. Close the window and go to the main page. Click on the [Detailed VTU Grade].

Detailed VTU Grade:

Sl No	Subcode	Sub Name	GR ADE	Units	Credit Points	Grade Points	Grade Earned	Max MK	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Actn %
1	18CE117	C PROGRAMMING LABORATORY	A	17	1	9	9	6	0.00	0.00	0.00	11.00	11.00	0.00	11	11	11	83.33
2	18CE118	C PROGRAMMING FOR PROBLEM SOLVING	B	48	1	8	24	30	14.00	18.00	14.00	0.00	18.00	9.11	28	02	29	80.28
3	18MA111	CALCULUS AND LINEAR ALGEBRA	B	36	4	8	32	30	21.00	20.00	24.00	0.00	22.15	10.00	33	130	61	82.08
4	18CHE11	ENGINEERING CHEMISTRY	B	31	4	6	24	30	18.00	11.00	18.00	0.00	18.00	9.49	24	75	49	84.79
5	18ENG11	TECHNICAL ENGLISH - I	D	30	1	5	8	30	15.00	14.00	11.00	0.00	14.00	9.10	24	10	23	81.13
6	18ELE11	BASIC ELECTRONICS	B	38	3	8	24	30	16.00	20.00	24.00	0.00	20.15	10.00	40	75	44	81.47
7	18CHE14	ENGINEERING CHEMISTRY LABORATORY	B	34	1	18	18	6	0.00	0.00	0.00	36.00	36.00	0.00	36	15	11	100.00
8	18ME11	ELEMENTS OF MECHANICAL ENGINEERING	C	23	1	6	12	30	18.00	20.00	24.00	0.00	18.00	10.00	30	10	20	80.21

Sl No	Subcode	Sub Name	GR ADE	Units	Credit Points	Grade Points	Grade Earned	Max	IA_1	IA_2	IA_3	LAB	BEST IA	Assign MK	FINAL IA	CH	CA	Actn %
1	18ENG11	TECHNICAL ENGLISH - I	A	34	1	9	9	30	29.00	20.00	30.00	0.00	29.00	9.13	29	9	1	77.78
2	18ELE11	BASIC ELECTRICAL ENGINEERING LABORATORY	B	34	1	8	8	9	8.00	8.00	8.00	23.00	33.00	8.00	33	3	5	100.00
3	18PH116	ENGINEERING PHYSICS LABORATORY	A	34	1	9	9	9	0.00	0.00	0.00	40.00	40.00	0.00	40	3	1	88.57
4	18PH111	ENGINEERING PHYSICS	A	34	4	9	36	36	18.00	21.00	21.00	0.00	21.00	10.00	27	18	18	83.33
5	18ELE13	BASIC ELECTRICAL ENGINEERING	B	34	3	8	24	30	24.00	25.00	21.00	0.00	25.87	10.00	36	18	15	81.53
6	18ME112	ENGINEERING GRAPHICS	A	34	3	8	27	9	8.00	8.00	8.00	30.00	38.00	8.00	38	18	18	100.00
7	18CV114	ELEMENTS OF CIVIL ENGINEERING AND MECHANICS	A	34	3	9	27	30	29.00	29.00	21.00	0.00	29.87	10.00	37			81.00
8	18MA111	ADVANCED CALCULUS AND NUMERICAL METHODS	A	34	4	9	36	36	25.00	24.00	30.00	0.00	27.87	10.00	38	22	18	81.82

All Semester:

Sem-1	Sem-2	Sem-3	Sem-4	Sem-5	Sem-6	Sem-7	Sem-8	PersonalInfo	AllSemesterInfo
USN: 4MW19ECD24									
SemesterWise Marks									
Semester 1:		7.35							
Semester 2:		8.80							
Semester 3:		8.43							
Semester 4:		6.63							
Semester 5:		6.28							
Semester 6:		6.94							
Semester 7:		6.85							
Semester 8:		6.17							

[Detailed VTU Grade] will display the all semesters subjects marks, assignment marks, Total attendance, grade points, credits points etc. of the particular selected student.

VTU Examination Dates:

Objective: In this module VTU theory Examination dates are being updated.

Module Type: Master

Module Used by: Office/Exam Section

Location/Link: Master → Examination Dates

The screenshot shows a web form titled 'EXAM_DATES'. At the top, there are several input fields and labels: 'Exam Date: 20/03/2024' with a calendar icon, 'Monday' selected from a dropdown, 'Exam Session' with radio buttons for 'Morning' (selected) and 'After Noon', 'Total Subjects: 4', 'Total Candidates: 454', and 'Total Rooms: 15'. Below these are more fields: 'No. of Deputy Chief Superint: 2', 'No. of Reliever Superint: 3', 'No. of Room Superint: 15', and 'No. of Office Superint: 1'. Further down are 'No. of Typist: 1', 'No. of Clerk: 1', 'No. of Group "D" Staff (Warden): 3', and 'Total Superint (Total Faculty): 18'. There is an 'Active' checkbox. The main part of the form consists of six text areas labeled 'Subject 1 Remarks' through 'Subject 6 Remarks'. At the bottom, there are buttons for 'Add', 'Update', 'Delete', 'Query', 'Cancel', and 'Exit'.

Description: Once VTU exam dates are published, we enter in MIS for all the dates and session. Once date is entered you need to enter the Session (morning/Afternoon). We need to enter total Subjects, Total Candidate, total rooms required, No. of chief superintendent, No. of reliever required, No. of Room Superintendent, no. of office Superintendent, no. of typist, no. of clerks and no. of attender required.

Subject1 Remarks, Subject2 Remarks, Subject3 Remarks, Subject4 Remarks, Subject5 Remarks, Subject6 Remarks are all optional

Once transaction is completed, press the Update button.

Fees/Examination Remuneration Fees:

Objective: In this module VTU examination fees for theory/practical. Student fee/Hostel Fee also can be updated.

Module Type: Master

Module Used by: Office Superintendent

Location/Link: Master → Fees, Exam remuneration Fees

The screenshot shows a web-based form titled "Examination Fees, Student fees and Hostel Fees". It is organized into four distinct sections, each with a "Save" button:

- Practical Exam Fee:** Includes fields for Student Fee, Supervision Fee, Technician Fee, Attender Fee, External Fee, Internal Fee, Extra Student Fee, Chief Superintendent Fee, Chief Superintendent Max Fee, Chief Superintendent Min Fee, HOD Fee, Hod Max Fee, Hod Min Fee, and Clerk Fee.
- Theory Exam Fee:** Includes fields for Chief Superint Fee, Deputy Superint Fee, Deputy Superint Fee, Room Superint Fee, Reliever Superint Fee, Office Superint Fee, Typist Fee, Clerk Fee, and Attender Fee.
- Student Fee:** Includes fields for Tuition Fee, Other Fee, University Registration Fee, Value Added Course Fee, Eligibility Fee, Hostel Fee, and a Save button.
- Hostel Fee:** Includes fields for Hostel Food Fee, Hostel Room Deduction, 1/2 Bed Room Fee, and 1/3 Bed Room Fee.

Description: VTU has different exam fees for different category of employees for practical exams and theory exams. There are practical exam fee and theory exam fees.

Practical Fee: In practical exam fees is defined for Supervision fee, Technician fee, Attender fee, external fee, internal fee, extra student fee, chief superintendent fee, superintendent Max Fee, chief superintendent Minimum fee, HOD fee, Hod Max fee, Hod Minimum fee, Clerk fee

Theory Fee: In Theory exam fees is defined for chief superintendent fee, deputy superintendent fee, room superintendent fee, reliever superintendent fee, office superintendent fee, Typist fee, clerk fee, attender fee.

Student Fee: In Student fee is defined for tuition fee, other fee, University registration fee, value added course fee, eligibility fee, hostel fee

Hostel fees: In hostel fees is defined for Food, minimum hostel deduction, ½ bed room fee and 1/3 bedroom fee.

Once transaction is completed, press the Save button.

Leave Master:

Objective: To maintain the employee leave details.

Module Type: Master

Module Used by: HR

There are different screen in the module

- 1) Leave Master
- 2) Leave Open Balance
- 3) Direct Update Leave Balance
- 4) Bulk Leave
- 5) Absentees and leave Balance (Report)

Leave Master:

Location/Link: Master→Leave Master→Leave Master



The screenshot displays the Leave Master software interface. At the top, there are search filters for 'Leave ID', 'Description', 'Total No. of Days', and 'Reset'. Below these is a dropdown for 'Employee Type'. The main area contains a table with the following columns: LeaveID, LeaveType, LeaveDesc, TotDays, Status, EmpType, EmpResort, LeaveReset, AllEmployee, Optional, SplitLeave, Substitution, and Split. The table lists various leave types such as Casual Leave, Certified Leave, For Non Teaching Staff, HPL (Holiday Pay Leave), Loss of Pay, Maternity Leave, Oiler Leave Similar to ODD, Official Duty, Parental Leave, Restricted Holiday, For Faculty Only, and Vacation Leave.

LeaveID	LeaveType	LeaveDesc	TotDays	Status	EmpType	EmpResort	LeaveReset	AllEmployee	Optional	SplitLeave	Substitution	Split
1	CL	Casual Leave	15	A	F	N	Y	Y	N	F	Y	Y
2	CML	Certified Leave	15	A	F	Y	G	Y	N	M	Y	E
4	EL	For Non Teaching Staff	25	A	F	Y	G	N	N	M	Y	E
11	HPL	HPL (Pay Leave)	3	A	F	Y	G	Y	N	M	Y	E
7	LOP	Loss of Pay	15	A	F	N	Y	Y	Y	M	N	E
8	ML	Maternity Leave	125	A	F	Y	Y	Y	Y	M	N	E
10	OL	Oiler Leave Similar to ODD	3	A	F	Y	Y	Y	Y	M	N	E
6	ODD	Official Duty	3	A	F	Y	Y	Y	Y	M	Y	E
9	PL	Parental Leave	3	A	F	Y	Y	Y	Y	M	Y	E
5	RH	Restricted Holiday	2	A	F	N	Y	Y	N	M	Y	E
3	SOL	For Faculty Only	26	A	L	N	Y	N	N	M	Y	E
13	VL	Vacation Leave	15	A	L	N	Y	N	N	M	N	E

Description: This just for viewing the different type of leave

Leave Open Balance:

Location/Link: Master→Leave Master→Leave Open Balance

EMP NO	Name	DOJ	From Date	To Date	Leave Type	Old Open Bal	Old Bal Limit	Total Org Bal	Leave Bal Taken	New Open Bal	New Bal Limit
0300	VISHAMADITHYA DALTHELLAYA	14/07/2024	14/07/2024	14/07/2025	CL	30.0	24.0	30	0.0	30.0	24.0
0300	VISHAMADITHYA DALTHELLAYA	14/07/2024	14/07/2025	CL	34.0	28.0	30	2.0	32.0	26.0	28.0

Description: This module is used to add leave after the month of date of joining every year. He/she should be a permanent employee. If the user is non-teaching then he will be having CML and EL. If he/she is a teaching staff then they will be having CML and Vacation Leave.

Direct Leave Update:

Location/Link: Master→Leave Master→Direct Update Balance Leave

Leave Type: CL - Casual Leave - 15-D Branch: CWE
Employee: 0617 - SURDISH RAO U - M
Get Leave Info DOJ: Last Updated Date:
Current Balance: 0 New Balance: Save

Description: This module is used when an employee joins in middle of academic he/she has limited no. of leaves or in case of any issue regarding the leave not being updated correctly.

Select the leave type from drop down list and select branch from the dropdown list. Select the employee from the employee drop down list. Press [Get Leave Info] button to get the current balance/DOJ and last updated date. Enter the new balance.

Once transaction is completed, press the [Save] button.

Bulk Leave

Location/Link: Master → Leave Master → Bulk Leave

Sl Code	Emp No	Emp Name	DOJ	Leave Start Date	Leave Type	Old Avail	New Avail	Avail Leave
EE	0407	BARBARA MURANTH	15.08.2015	15.12.2023	EL	0.0	7.0	17.0
EE	0412	DEEPAK	18.01.2007	18.12.2023	EL	20.0	30.0	40.0
EE	0425	MAGARAJI BHAT	14.07.2014	14.01.2024	EL	11.0	0.0	16.0
EE	0417	SCIENCE BHAT	16.07.2007	20.07.2023	EL	0.0	0.0	10.0
EE	0478	GAMBIRA BHAT	04.08.2019	04.12.2023	EL	0.0	0.0	20.0
EE	0481	SANTHA A SENEY	11.03.2020	20.12.2023	EL	0.0	0.0	10.0
EE	0409	SONNIA A S	03.04.2021	15.12.2023	EL	0.0	0.0	10.0
EE	0404	SADARAJI BHAT	19.09.2020	18.12.2023	EL	0.0	0.0	10.0
EE	0430	KARAJI BHAT	19.09.2021	15.12.2023	EL	0.0	0.0	10.0
EE	0401	S SUNDARAJI	19.05.2021	18.01.2024	EL	0.0	0.0	10.0
EE	0404	SOMNATH BHAT	04.07.2020	07.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0
EE	0411	SARAJI BHAT	18.09.2021	18.12.2023	EL	0.0	0.0	10.0

Description: This module is used when you want to update certain type of leave for a particular employee or for all employee (teaching or Non-teaching).

Select the branch from branch drop down list. Select teaching or Non-teaching staff from the radio button. Select the leave type from the leave drop down list. Next select all or specific employee. Enter the Leave days to be added. Press [Get Data] button to get the employee list. You can change the New Balance leave per employee as per the requirement.

Once transaction is completed, press the [Update] button.

Leave Approval:

Objective: Every leave applied needs to be approved by the HOD and principal. First the HOD will approve the leave and then principal will approve the leave and leave deduction takes place.

Module Type: Transaction

Module Used by: HOD/Principal

Location/Link: Transaction → HOD → Leave Approval

Description: This module has 6 options

- 1) Leave Approval
- 2) Addition of leave
- 3) Deletion of leave
- 4) Leave with permission
- 5) Permitted hour
- 6) Absentees on a given date (Report)

Leave Approval: In this option we have 2 accesses. One is HOD approval and the other is Principal approval based on the user access.

HOD Approval: In this option HOD may approve or reject the leave. If the leave is rejected, the leave will be deleted. If the leave is approved it will then appear to principal.

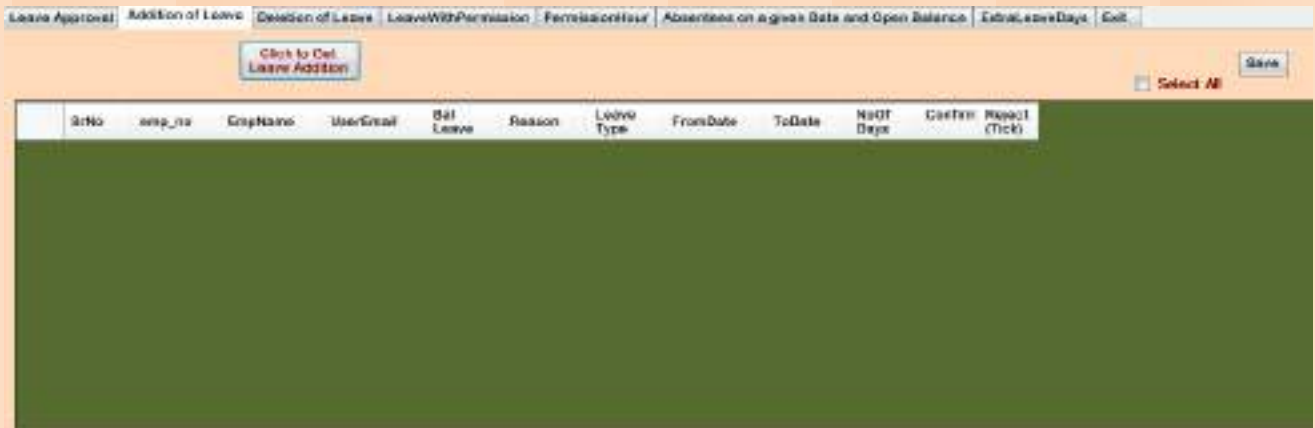
SrNo	St Code	Emp No	Employee	Bal Leave	Leave Taken	Reason	Leave Type	No. of Days	Fromdate	Todate	Leave Code	Confirm Tick	Reject Tick	Course Fee	Permission Taken
25414	CE	0452	R SOUTHBABYA	10.0	5.0	PRO admission	CL	1.0	2024-03-04	2024-03-04	M	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0

Principal Approval: After HOD approves the leave, principal can approve or reject the leave. If the leave is rejected it is deleted. Once approved the leave day's deduction takes place. Leave transaction is closed.

SrNo	St Code	Emp No	Employee	Bal Leave	Leave Taken	Reason	Leave Type	No. of Days	Fromdate	Todate	Leave Code	Confirm Tick	Reject Tick
25334	BS	0069	BAVYASABPAK	15.0	3.0	Personal	CL	3.0	2024-02-14	2024-02-16	M	<input type="checkbox"/>	<input type="checkbox"/>
25331	BS	0020	SOANALKA	12.0	3.0	personal work	CL	3.0	2024-02-23	2024-02-25	M	<input type="checkbox"/>	<input type="checkbox"/>
25282	BS	0029	SHARADA	10.0	3.0	health issue	CL	1.0	2024-03-01	2024-03-01	M	<input type="checkbox"/>	<input type="checkbox"/>
25428	BS	0122	KISHAN KUMAR	12.0	3.0	Personal Work	CL	3.0	2024-03-04	2024-03-04	M	<input type="checkbox"/>	<input type="checkbox"/>
25443	MC	0144	NAVJEN KUMAR SHETTIMAR	12.0	2.5	Medical Certificate	CL	0.5	2024-03-04	2024-03-04	M	<input type="checkbox"/>	<input type="checkbox"/>
25326	AI	0131	CHITRANJANA GHETTY	8.0	0.0	annual state govt functions	CL	0.0	2024-03-18	2024-03-20	M	<input type="checkbox"/>	<input type="checkbox"/>
25417	MC	0034	MADHURAKA NAYAK	21.0	0.0	VL Vacation	VL	1.0	2024-03-06	2024-03-06	M	<input type="checkbox"/>	<input type="checkbox"/>
25416	MC	0297	ANANTH MESHAY MALLIYA	12.0	1.0	VL Vacation	VL	2.0	2024-03-11	2024-03-12	M	<input type="checkbox"/>	<input type="checkbox"/>
25380	MC	0098	KARTHIC V	12.0	3.0	VL Vacation	VL	1.0	2024-03-05	2024-03-05	M	<input type="checkbox"/>	<input type="checkbox"/>
25275	BS	0437	NAGALAKSHI	10.0	5.0	personal work	CL	5.0	2024-03-21	2024-03-21	M	<input type="checkbox"/>	<input type="checkbox"/>
25382	BS	0437	NAGALAKSHI	10.0	0.0	personal work	CL	1.0	2024-03-24	2024-03-24	M	<input type="checkbox"/>	<input type="checkbox"/>
25324	SD	0490	VANDESA V	8.0	0.0	SCHOOL WORK	CL	1.0	2023-12-16	2023-12-16	M	<input type="checkbox"/>	<input type="checkbox"/>

Addition of leave: In this option we have 2 accesses. One is HOD approval and the other is Principal approval based on the user access.

HOD Approval: In this option HOD may approve or reject the leave. If the leave is rejected, the leave will be deleted. If the leave is approved it will then appear to principal.



Principal Approval: After HOD approves the leave, principal can approve or reject the leave. Once approved the leave is closed.



Leave with Permission: If the leave type is required to take permission (EL) prior to applying the leave it is called as leave with permission. This separate tab so that the principal will come know who has taken the leave with permission.

In this option we have 2 accesses. One is HOD approval and the other is Principal approval based on the user access.

HOD Approval:



Principal Approval: After the HOD approves the leave, principal can confirm or reject the leave. If rejected the leave is deleted. Once confirmed the leave deduction take place and the leave transaction will be closed.



Permitted Hours: Every month employees can have 2 permitted hours. Permitted hour is limited to one hour. After the staff submits the permitted hour, HOD can approve or reject the transaction. Once approved the transaction is closed. In case of HOD, the permitted hour is approved by the principal.

HOD Approval:



Principal Approval:



Absentees on a given date and Leave open Balance (Report):

Absent Date: This is a report for the HOD/Principal to know who is absent on certain date and also can check for the leave balance of the employees.



Leave Balance (report):

[Leave Approval](#) | [Addition of Leave](#) | [Deletion of Leave](#) | [LeaveWithPermission](#) | [PermissionHour](#) | [Absentees on a given Date and Open Balance](#) | [ExtraLeaveDays](#) | [Exit](#)

Enter the Absentee Date: 06/03/2024
 Leave Report Option: Absentee Day Leave Balance
 Year: 2024

br_ceda	wrp_no	FRNAME	Year	LeaveType	BalLeave	Leave Taken
CS	0017	SURESH RAO U	2024	CL	11.0	4.6
CS	0017	SURESH RAO U	2024	CML	50.0	0.0
CS	0017	SURESH RAO U	2024	EL	48.0	6.8
CS	0017	SURESH RAO U	2024	HPL	0.0	0.0
CS	0017	SURESH RAO U	2024	LOP	0.0	0.0
CS	0017	SURESH RAO U	2024	ML	0.0	0.0
CS	0017	SURESH RAO U	2024	DL	0.0	0.0
CS	0017	SURESH RAO U	2024	OOD	0.0	0.0
CS	0017	SURESH RAO U	2024	PL	0.0	1.8
CS	0017	SURESH RAO U	2024	RH	2.0	0.0
CS	0017	SURESH RAO U	2024	SCL	27.0	0.0
CS	0017	SURESH RAO U	2024	VL	18.0	0.0
CS	0086	SADANANDA MOOLYA	2024	CL	13.0	2.8
CS	0086	SADANANDA MOOLYA	2024	CML	19.0	1.0

Print Leave Open Balance

Print Report

Employee Leave Balance

CS

Year:2024	CL	CML	EL	HPL	LOP	ML	DL	OOD	PL	RH	SC											
	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE	OPEN BAL LEAVE											
AMVVA	183	120	173	22	140	44	65	38	33	03	33	403	03	88	60	33	86	63	18	20		
CHATTERJEE M	155	120			150	20														18	20	303
CHANDRASEKHAR KACHH	183	02			00	00														18	20	303
CHANDRASEKHAR	183	02																		18	20	
DEEPA	155	150	453	472	200	300	03	88	33	03	33	80			30	33	86	63	18	20	303	
DR. SURESH KUMAR	155	120			30	00														18	20	303
GANESH MALL	183	150	028	228	100	150														18	20	303
GOVIND RAM	183	100	200	300	100	100									20	33	86	63	18	20	303	
INDRA PRAKASH	155	120	202	300	60	150	03	88	33	03	33	80			60	33	86	63	18	20		
KUMAR SURESH	155	120	300	300	200	400	03	88	33	03	33	80			60	33	86	63	18	20		
LATHAN	183	02			00	00														18	20	303
MAHESH KALAL	155	120																		18	20	
MAHESH	155	120																		18	20	303
MAHESH KALAL	155	150																		18	20	303

Yearly Holidays:

Objective: In this module yearly leave is being updated.

Module Type: Master

Module Used by: Office Superintendent

Location/Link: Master → Yearly Holidays

User: KAN - TRANSMEDIA/DALRELL/WJ

Yearly Holidays and Linking Holidays

Set Date: Total Holidays: 0

F For Festival R For Restricted Holiday
S For Saturday Holiday and L For Linking Holiday

No	HolDesc	HolDate	Type
1	Nadivarambath	12/01/2024	F
2	Pongal/Adani Pongal	12/02/2024	F
3	Republic Day	01/01/2024	F
4	Good Friday	03/29/2024	F
5	Eid-ul-Fitr	09/01/2024	F
6	Eid-ul-Adha	09/08/2024	F
7	Labour Day	05/01/2024	F
8	Good	12/04/2024	F
9	Christmas	12/25/2024	F
10	Independence Day	07/04/2024	F
11	Mila Pongal	12/08/2024	F
12	Gandhi Jayanti	09/02/2024	F
13	Galushan	08/09/2024	F
14	Navratri	09/18/2024	F
15	Navratri	09/19/2024	F
16	Navratri	09/20/2024	F
17	Navratri	09/21/2024	F
18	Navratri	09/22/2024	F
19	Navratri	09/23/2024	F
20	Navratri	09/24/2024	F
21	Navratri	09/25/2024	F
22	Navratri	09/26/2024	F
23	Navratri	09/27/2024	F
24	Navratri	09/28/2024	F
25	Navratri	09/29/2024	F
26	Navratri	09/30/2024	F
27	Navratri	10/01/2024	F
28	Navratri	10/02/2024	F
29	Navratri	10/03/2024	F
30	Navratri	10/04/2024	F
31	Navratri	10/05/2024	F
32	Navratri	10/06/2024	F
33	Navratri	10/07/2024	F
34	Navratri	10/08/2024	F
35	Navratri	10/09/2024	F
36	Navratri	10/10/2024	F
37	Navratri	10/11/2024	F
38	Navratri	10/12/2024	F
39	Navratri	10/13/2024	F
40	Navratri	10/14/2024	F
41	Navratri	10/15/2024	F
42	Navratri	10/16/2024	F
43	Navratri	10/17/2024	F
44	Navratri	10/18/2024	F
45	Navratri	10/19/2024	F
46	Navratri	10/20/2024	F
47	Navratri	10/21/2024	F
48	Navratri	10/22/2024	F
49	Navratri	10/23/2024	F
50	Navratri	10/24/2024	F
51	Navratri	10/25/2024	F
52	Navratri	10/26/2024	F
53	Navratri	10/27/2024	F
54	Navratri	10/28/2024	F
55	Navratri	10/29/2024	F
56	Navratri	10/30/2024	F
57	Navratri	10/31/2024	F
58	Navratri	11/01/2024	F
59	Navratri	11/02/2024	F
60	Navratri	11/03/2024	F
61	Navratri	11/04/2024	F
62	Navratri	11/05/2024	F
63	Navratri	11/06/2024	F
64	Navratri	11/07/2024	F
65	Navratri	11/08/2024	F
66	Navratri	11/09/2024	F
67	Navratri	11/10/2024	F
68	Navratri	11/11/2024	F
69	Navratri	11/12/2024	F
70	Navratri	11/13/2024	F
71	Navratri	11/14/2024	F
72	Navratri	11/15/2024	F
73	Navratri	11/16/2024	F
74	Navratri	11/17/2024	F
75	Navratri	11/18/2024	F
76	Navratri	11/19/2024	F
77	Navratri	11/20/2024	F
78	Navratri	11/21/2024	F
79	Navratri	11/22/2024	F
80	Navratri	11/23/2024	F
81	Navratri	11/24/2024	F
82	Navratri	11/25/2024	F
83	Navratri	11/26/2024	F
84	Navratri	11/27/2024	F
85	Navratri	11/28/2024	F
86	Navratri	11/29/2024	F
87	Navratri	11/30/2024	F
88	Navratri	12/01/2024	F
89	Navratri	12/02/2024	F
90	Navratri	12/03/2024	F
91	Navratri	12/04/2024	F
92	Navratri	12/05/2024	F
93	Navratri	12/06/2024	F
94	Navratri	12/07/2024	F
95	Navratri	12/08/2024	F
96	Navratri	12/09/2024	F
97	Navratri	12/10/2024	F
98	Navratri	12/11/2024	F
99	Navratri	12/12/2024	F
100	Navratri	12/13/2024	F

Save

Exit

Description: We have 4 different types of yearly holidays.

- 1) Festival (F)
- 2) Restricted (R)
- 3) Saturday (S)
- 4) Linking (L)

Here we enter holiday description, holiday date, holiday type (F/R/S/L)

Once transaction is completed, press the [Save] button.

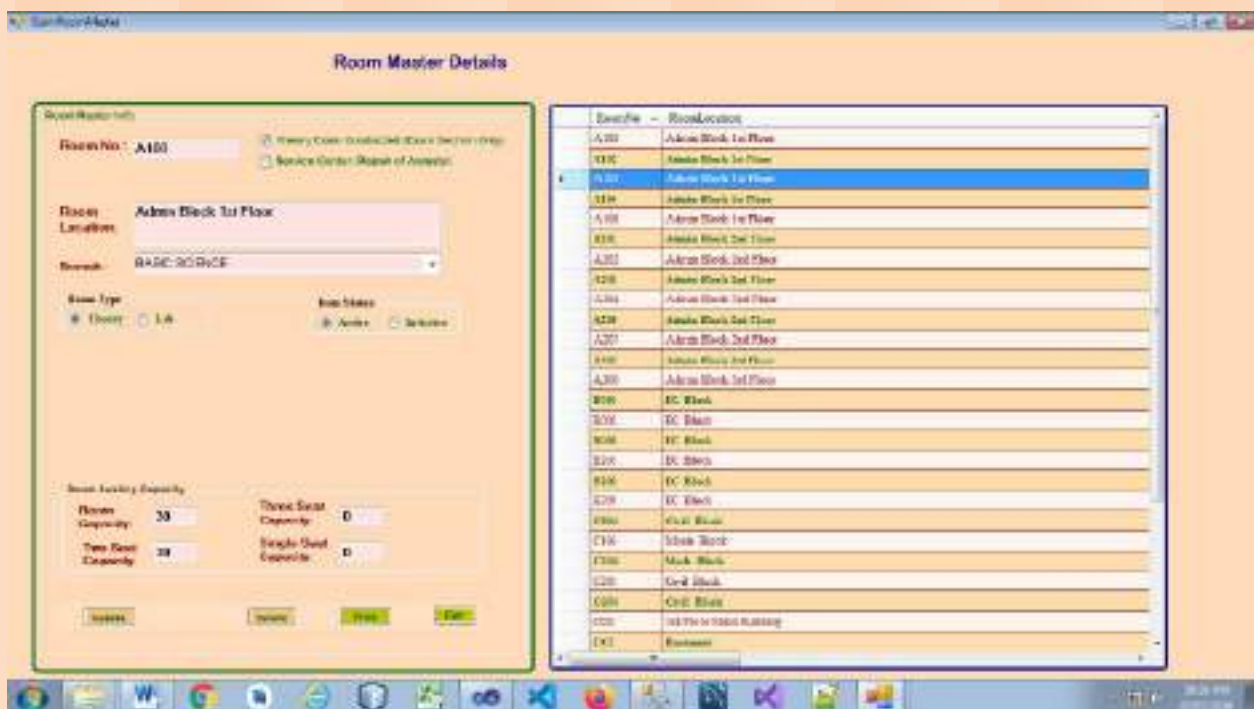
Room Master:

Objective: In this module room details is being Updated.

Module Type: Master

Module Used by: Office Superintendent

Location/Link: Master → Room master



Description: We need rooms to conduct the VTU exams. Here we can change any data except the room no as it is the primary information. You can double click the right hand side grid to display/Update the room. You can enter a new room by entering the room no.

There are 2 check boxes. First one is for whether the theory exam conducted. The second check box is whether this room is the service center for the assets. Next enter the room location. Select the branch from drop down list in order to confirm that this room belongs to this branch. We have Room type radio button. One is used for theory exams and the other for lab exams. We can active or de-active the room by the Item Status radio button. We need to enter the room capacity.

Once transaction is completed, press the **[Update]** button.

To delete a room no, first choose the room no from the right hand side grid by double clicking. Once the room to be deleted is displayed, then you can press the **[Delete]** button to delete the room no permanently.

Lab exam Allocation:

Objective: In this module room details is being Updated.

Module Type: Transaction

Module Used by: Office Assistant

Location/Link: Transaction → Exam Transaction → Lab Allocation Batch by batch

Description: All staff who is involved in the lab examination and lab details of the ab is updated in this module.

The screenshot shows a web application window titled "LAB ALLOCATION". The form contains the following fields and data:

- Lab Examination Date: 12/01/2024
- Semester: 1
- Lab Subject: 1EC275 - INTERNAL INTELLIGENCE AND HACKING LEARNING LABROOM
- Batch Id: 001
- Academic Year: 2023/24
- Exam Type: Even
- Exam Date: 12/01/2024
- Batch From: 08:00 PM
- Batch To: 09:00 PM
- Total Students: 0
- External Examiner: MR. VENKATESH
- Involved Staff: AMRUDHITHA, HANU, HANU, HANU, HANU, HANU, HANU, HANU, HANU, HANU
- Involved Supervisor: MR. VENKATESH
- Involved Attendant: MR. VENKATESH

Note: Exam date + Semester + Lab Subject + Batch Id forms the unique key.

Select the exam date and semester from the semester dropdown list. Select the lab subject from the lab subject dropdown list. Enter the batch Id. This batch id is required since there can be different batches for the same exam date, semester, lab subject. Enter the academic year, semester type (Even/Odd). Enter the batch timings from and to time. Enter the total no. of students appearing for the lab examination. Enter 0 if there are no absentees else enter the no. of absentees. Enter all the USN appearing for the lab examination. Enter the external examiner from the drop down list. If it is new External then add the name in the column

New External Examiner
(In case of New Examiner)


This will automatically add the new external to the External dropdown list. Enter the external college name. Enter the details for PAN, A/C no. and IFSC code. Select the internal examiner branch from the dropdown list and also the faculty from the dropdown list. Select the supervisor branch from the dropdown list and also the lab assistant/Non-teaching staff from the dropdown list. Select the technician branch from the dropdown list and also the lab assistant/Non-teaching staff from the dropdown list. Select the attender branch from the dropdown list and also the lab assistant/Non-teaching staff from the dropdown list.

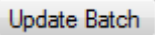
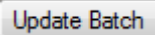
If you need extra supervisor, click the extra Supervisor check box. You can the select the employee from the dropdown list.

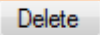
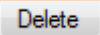
If you need extra technician, click the extra technician check box. You can the select the employee from the dropdown list.

If you need extra attender, click the extra attender check box. You can the select the employee from the dropdown list.

Sometimes we need extra attender (Eg:-Civil branch). In this case click the multi-attender check box. Click the extra Supervisor check box. You can the select the employee from the Multi attender-1dropdown list/ select the employee from the Multi attender-2dropdown list/ select the employee from the Multi attender-3dropdown list/ select the employee from the Multi attender-4dropdown list.

Once completed, press  button to update.

 . This button is used to rename the batch. First we need to get the transaction and then give new batch id. Press  button. The old batch-id will be replaced by new batch-id.

 . This button will delete the particular batch-id. First we need to get the transaction and press  button. The current record will be deleted.

Manual Exam Date Allocation:

Objective: In this module we can manually allocate exam dates to faculties.

Module Type: Transaction

Module Used by: Office/Exam Section

Location/Link: Transaction → Exam transaction → Manual Exam Date Allocation

Manual Staff Examination Duty Allocation

Faculty: 0000 - VENKATACHYVAELTHILLASA ASHWNIK - 0504 Slots Allocated to the User: 8

Staff System Allocation: 5 Manually Allocation: 1 Total Exams: 0 Open Allocation: Y Total Slots: 320

Exam Details Reset Total Selected: 2 Save Exit Schedule Total Allocated: 211 Balance Slots: 9

exam_date	evening	AVAILABLE	Tick To Select
2024-02-04	A	5	<input type="checkbox"/>
2024-02-05	A	7	<input checked="" type="checkbox"/>

EmpNo	Staffname	exam_date	Session
0504	ASHWNIK	2024-01-31	Morning
0504	ASHWNIK	2024-02-08	Afternoon
0504	ASHWNIK	2024-02-16	Afternoon
0504	ASHWNIK	2024-03-13	Afternoon
0504	ASHWNIK	2024-03-15	Afternoon
0504	ASHWNIK	2024-03-30	Afternoon

Description: In this module we can allocate faculty with exam dates. Select faculty from faculty dropdown list. Once you select the faculty, system displays the no. of slots allocated for the user, Total Slots available, total slots Allocated and the balance unallocated. Press the button [**Exam Details**]. We get list of all exam dates which has not been allocated. You need to tick for which exam dates preferred. Press the [**save**] button once you have completed.

[**Reset**] button is used to clear the data in the screen.

[**Schedule**] button is used to get the details of the exam dates allocated to this faculty.

Exam Duty Date Exchange:

Objective: In this module we can change the exam dates for a particular faculty/DCS that has already been allocated exam date.

Module Type: Transaction

Module Used by: Office Superintendent

Location/Link: Transaction → Exam transaction → Exam Duty Date Exchange

Staff Exam Duty Change

Duty Type: Faculty DCS Staff: 0155 - ARJUN

Max Slots Allocation: 25

EmpNo	StaffName	exam_date	Session
0155	ARJUN	2024-02-04	AfterNoon
0155	ARJUN	2024-02-08	AfterNoon
0155	ARJUN	2024-02-13	AfterNoon
0155	ARJUN	2024-02-29	Morning
0155	ARJUN	2024-03-20	AfterNoon

Description: This module is used for swap the duty of particular faculty with another faculty. There are 2 types of duties, one is for DCS and other is faculty duty. Select the respective duty type and press the [**Get Staff**] button to get all the duty allocated for that particular faculty. Change the Employee No. to another faculty Employee No. A check is done for the new faculty allotment to check whether he has duty on that particular day and session. If yes, system throws an error saying that slot has already been allocated.

Once transaction is completed, press the [**Save**] button.

VTU Exam Date Change:

Objective: In this module we can change the VTU exam dates to another new date

Module Type: Transaction

Module Used by: Office Superintendent/Exam Section.

Location/Link: Transaction → Exam transaction → VTU Exam Date Change

Change of of Exam Date from VTU

Exam Date: 2024-03-18 Session: Morning
Changed Exam Date: 10/03/2024 Change Session: Morning

Transaction Option

Entire Single Faculty

Staff Type

Faculty Attender

Sr	empNo	Employee_name	br_code	EXAM_DATE	Session	Type	NewDate
1	0001	RIVIPRABHA N	BS	2024-03-18	AfterNoon	Faculty	16/03/2024
2	0040	BHAGTALAKSHI	BS	2024-03-18	AfterNoon	Faculty	16/03/2024
3	0003	SUDHIR	ME	2024-03-18	AfterNoon	Faculty	16/03/2024
4	0007	SAHAYA KAKANSHI	CS	2024-03-18	AfterNoon	Faculty	16/03/2024
5	0211	SUNIL HALDANKAR	CV	2024-03-18	AfterNoon	Faculty	16/03/2024
6	0236	MAHESWARA NAYAK	ME	2024-03-18	AfterNoon	Faculty	16/03/2024
7	0401	SMITHA A SHENOY	CS	2024-03-18	AfterNoon	Faculty	16/03/2024
8	0421	ZAVARANI NAYAK	CV	2024-03-18	AfterNoon	Faculty	16/03/2024
9	0422	AKSHATHA RAD L	EC	2024-03-18	AfterNoon	Faculty	16/03/2024
10	0431	VOGESHWARI B B	EC	2024-03-18	AfterNoon	Faculty	16/03/2024
11	0440	GURUPRASAD	EC	2024-03-18	AfterNoon	Faculty	16/03/2024
12	0441	REKHA	BS	2024-03-18	AfterNoon	Faculty	16/03/2024
13	0446	VANMALATHA DEVADGA	EC	2024-03-18	AfterNoon	Faculty	16/03/2024
14	0478	RESHMA	CS	2024-03-18	AfterNoon	Faculty	16/03/2024
15	0488	RAGHAVENDRA G S	CS	2024-03-18	AfterNoon	Faculty	16/03/2024
16	0495	MANABEET	CS	2024-03-18	AfterNoon	Faculty	16/03/2024

Description: This module is used when the VTU postpones a particular exam date to another date. In this case the entire faculty allocated for that date needs to be shifted to new date.

Select the exam dates and session which needs to be postponed. Select new date postponed date and session. There are 2 options. One to shift the entire allocated faculty to the new date and the other we can shift single allocated faculty to the new date. Select the staff type (Faculty/Attender) and then press [**get Staff**] button to get the entire faculty for that date and session. Press the [**Apply**] button to reflect the changes.

Once transaction is completed, press the [**Update**] button.

Reliever Exam Duty:

Objective: In this module we can allocate certain faculty as reliever.

Module Type: Transaction

Module Used by: Office Superintendent

Location/Link: Transaction → Exam transaction → Reliving Exam Duty

Exam Duty Reliever Allocation

Exam Date: 2024-01-29

Staff Type: Faculty Attender

Session: Morning Afternoon Both

All Dates

EmpNo	Employee_name	br_code	Reli	EXAM_DATE	Session	Type	Reliever(Tick)
0009	RAVIPRABHA K	BS	M	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0046	BIJACYALAKSHI	BS	X	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0052	USHA PARTHATHA A	BS	M	2024-01-29	Morning	Faculty	<input checked="" type="checkbox"/>
0073	SANDHYA	BS	X	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0422	AKSHATHA RAO L	EC	M	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0429	SACHIN PRABHU K	EC	X	2024-01-29	Morning	Faculty	<input checked="" type="checkbox"/>
0441	REKHA	BS	M	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0445	BREETHI M	CS	X	2024-01-29	Morning	Faculty	<input type="checkbox"/>
0478	RESHMA	CS	M	2024-01-29	Morning	Faculty	<input type="checkbox"/>

Description: Reliever is the one who will substitute the examiner for a short period, so that the examiner can go to the wash room or can go to the canteen to have some food. Select the exam date for which the reliever is required from the Exam Date dropdown list. Choose the session either morning/afternoon/both. There are 2 types of reliever. One is Faculty and other is attender. Select the required Staff type. Press the [**Get Staff**] button to get all the staff on that particular date. Tick against a particular faculty whom need to be a reliever.

Once transaction is completed, press the [**Save**] button.

DCS Exam Date Selection:

Objective: In this module we can manually allocate DCS exam duty to senior faculties/Dean/HOD

Module Type: Transaction

Module Used by: Office Superintendent

Not Been Used

SMVITM SOFTWARE

DCS manual Allocation:

Objective: In this module we can manually allocate DCS exam duty to senior faculties/Dean/HOD

Module Type: Transaction

Module Used by: Exam Section/Office Superintendent

Location/Link: Transaction → Exam transaction → DCS manual Allocation

The screenshot displays the 'Manual DCS Examination Duty Allocation' interface. At the top, there is a 'Faculty' dropdown menu. Below it, a search box contains 'DEPT:BA.EV.014'. To the right, there are 'Open Members' and 'User Allocated to the User' fields. Below these are 'Staff System Allocation', 'Monthly Members', and 'Total Slots Allocated' fields. A 'Total Slots Available' field is also present. There are buttons for 'Exam Details', 'Reset', 'Save Selected', 'Save', 'Schedule', and 'Edit'. Below the buttons are three tables. The first table has columns 'Exam Date', 'Status', and 'Total'. The second table has columns 'Exam No.', 'Staff Name', 'Exam Date', and 'Status'. The third table has columns 'Exam No.', 'Faculty Name', and 'Slot'.

Description: In this module we can allocate senior faculty/Dean/HOD with exam dates. Select faculty from faculty dropdown list. Once you select the faculty, system displays the no. of slots allocated for the user, Total Slots available, total slots Allocated and the balance unallocated. Press the button [**Exam Details**]. We get list of all exam dates which has not been allocated. You need to tick for which exam dates preferred. Press the [**save**] button once you have completed.

[**Reset**] button is used to clear the data in the screen.

[**Schedule**] button is used to get the details of the exam dates allocated to this faculty.

Once transaction is completed, press the [**Save**] button.

Dispatch Entry:

Objective: This module is used to print the Question paper bag, Sticker, etc.

Module Type: Transaction

Module Used by: Office Superintendent

Location/Link: Transaction → Exam transaction → Dispatch Entry



Description: This module is used for Question paper bag, extra bundle1, extra bundle2, OMR and sticker.

Select the exam date and session. No of subjects is fetched and displayed. If the exam date is invalid then error occurs **There are No Records for this Date / Session ...**

Select the Chief superintendent from the chief superintendent dropdown list. Select the Deputy Chief superintendent from the duty chief superintendent dropdown list. Enter the reference no. Press **Get Data** to get the data in grid. If there is no data then a blank grid with no. of rows equal to total subject for that exam date and session.

In the grid we need to enter branch code, subject code, No of Scripts, bundle no, room no and total question papers for each room.

Once transaction is completed press [Update] button.

Report Options:

Question Bag

Date	Time	Br	Seat	Sub Code	Subject Name	CPapers
2024-03-04	2:00 PM TO 5:00 PM	ME	✓	18ME55	Fluid Power Engineering	1
		CV	✓	18CV55	Municipal Wastewater Engineering	1
		CS	✓	18CS55	Application Development using Python	11
		EC	✓	18EC55	Electromagnetic Waves	12

Sticker

VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELAGAVI

**EXAMINATION CENTRE : SRI MADHWA VADIRAJA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT, BANTAKAL**

CENTRE CODE : MW

SMVIT-UG-99

EXAMINATION : B.E.

SEMESTER : IV

BRANCH : CIVIL ENGINEERING

SUBJECT : Analysis of Determinate Structures

SUBJECT CODE : 15CV42

TOTAL NO OF SCRIPTS : 1

DATE : 22/02/2024

TIME : 2.00PM TO 5.00 PM

To

DR. APPASAB L V
Chief Coordinator
VTU Digitization Centre
“Jnana Sangama”
Belagavi-590 018

From

THE CHIEF SUPERINTENDENT
SMVITM, VISHWOTHAMA NAGAR
BANTAKAL -574 115, UDUPI

Deputy Chief Superintendent

Chief Superintendent

Signature with date :

DR.SUDARSHAN RAO K

DR.THIRUMALESHWARA BHAT

SMVITM SOI

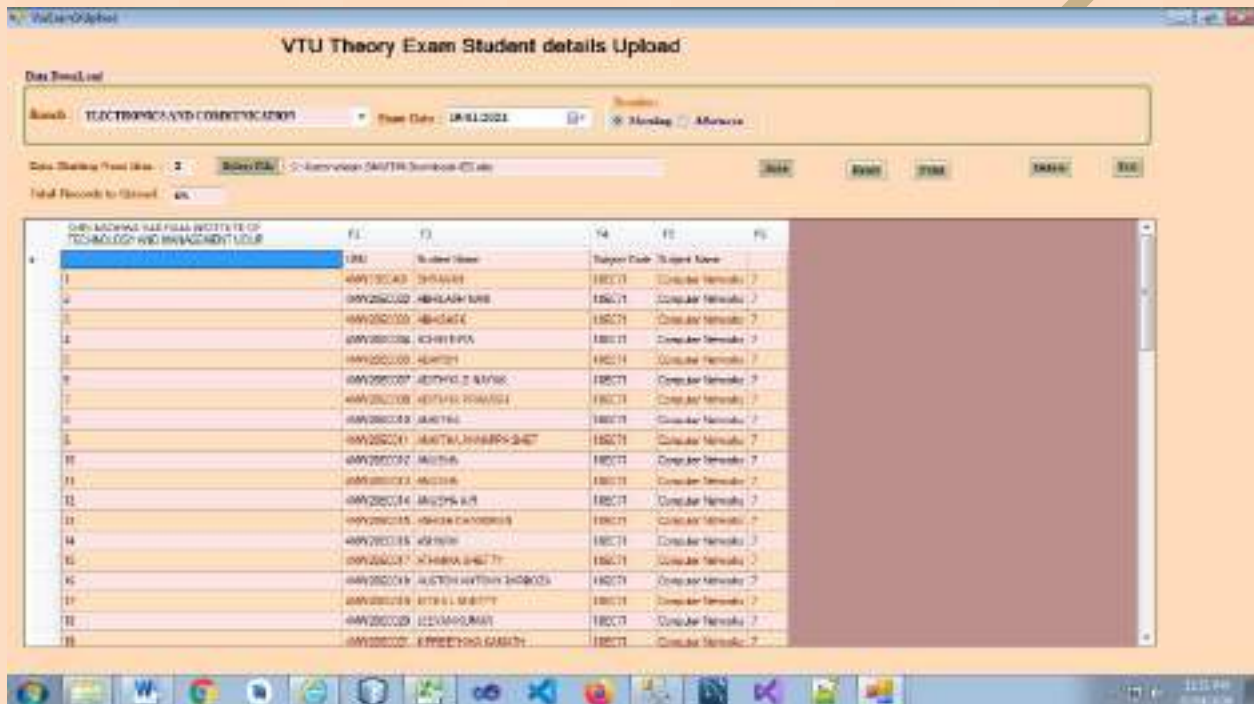
VTU Student Appearing List Upload:

Objective: In this module we are downloading the appearing list from VTU site as excel sheet.

Module Type: Transaction

Module Used by: Exam Section

Location/Link: Transaction → Exam transaction → VTU Student Appearing List Upload



Description: We first download the appearing list from VTU site as excel sheet.

Select the branch from dropdown list. Select the date of examination and session (Morning/Afternoon). Click the [Select File] in order to select the VTU appearing excel sheet. The Data will be filled in the grid as shown in the figure.

Press the [**Save**] button to save the data.

Press the [**Reset**] button to clear the data from the screen.

Press the [**Print**] button to print the data.

Press the [**Delete**] button to delete the data for that branch, exam date and session.

VTU Room Allocation:

Objective: In this module we allocate students to a particular room taking into consideration of different branches and different subjects.

Module Type: Transaction

Module Used by: Office

Location/Link: Transaction → Exam transaction → VTU Room Allocation

Exam Date	Roll No.	Roll Name	Sex	Age	Fee	Sem	Sub. Code	Sub. Name	Exam	Seat No.	Alloc. No.	TFR	Fee	Date	Transfer	In. Status	Fee	Allocation
2024-03-29	18C0710001	ABHIRAM	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	1	1	1	1	1	1	1	1	1
2024-03-29	18C0710002	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	2	2	1	1	1	1	1	1	1
2024-03-29	18C0710003	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	3	3	1	1	1	1	1	1	1
2024-03-29	18C0710004	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	4	4	1	1	1	1	1	1	1
2024-03-29	18C0710005	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	5	5	1	1	1	1	1	1	1
2024-03-29	18C0710006	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	6	6	1	1	1	1	1	1	1
2024-03-29	18C0710007	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	7	7	1	1	1	1	1	1	1
2024-03-29	18C0710008	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	8	8	1	1	1	1	1	1	1
2024-03-29	18C0710009	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	9	9	1	1	1	1	1	1	1
2024-03-29	18C0710010	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	10	10	1	1	1	1	1	1	1
2024-03-29	18C0710011	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	11	11	1	1	1	1	1	1	1
2024-03-29	18C0710012	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	12	12	1	1	1	1	1	1	1
2024-03-29	18C0710013	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	13	13	1	1	1	1	1	1	1
2024-03-29	18C0710014	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	14	14	1	1	1	1	1	1	1
2024-03-29	18C0710015	ADARSH	M	17	7000	1	18C071	Artificial Intelligence and Machine Learning IIS	1	15	15	1	1	1	1	1	1	1

Description: Allocating the students to examination rooms with different combination such that to avoid copying by looking at others students answer sheet. We allocate the students from different branch and also different subjects.

Select the branch from branch dropdown list. Select the examination date and also the session (Morning/Afternoon). Select the room from the room dropdown list. Select the subject from subject dropdown list. Enter total no. of students to be allocated for that room and for that subject. (Here you can decide how much students can be allocated in that particular room and for particular subject and allocate the same). Press [**Get Data**] button to get the students data for that branch, Exam date, session, room and subject.

Press the [**Save**] button to save the data.

Initialization

If you want to initialize the data for that set of students and for that branch, Exam date, session, room and subject.


Press **Report** to get the report.

29-01-2024 Morning

					Total
	18CS71	18CV71	18EC71	18ME71	
A101	17	0	12	0	29
A102	17	0	12	0	29
A103	17	0	12	0	29
A104	14	0	0	15	29
A106	17	12	0	0	29
A302	14	0	16	0	30
A306	17	0	13	0	30
Total	113	12	65	15	205

Press **PrintBForm** to get the B-Form.

FORM-B


VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELAGAVI.
 ATTENDANCE & ROOM SUPERINTENDENT'S/EXAMINER'S REPORT (In Triplicate)

B.E./B.Arch./MBA/MCA/M.Tech/Ph.D/M.Sc(Res) VII Semester Examination January - 2024
 Branch / Title of the Course COMPUTER SCIENCE - B.E. Centre : SMVTM, BANTAKAL
 Subject : Artificial Intelligence and Machine Learning Subject code: 18C571
 Date : 29-01-2024 Time : 9:30 AM to 12:30 PM

USN	Booklet / Dwg. Sheet Number	Signature	Addl. Booklet / drawing / graph sheet Number	Total
4MW20CS063				
4MW20CS064				
4MW20CS065				
4MW20CS066				
4MW20CS067				
4MW20CS068				
4MW20CS069				
4MW20CS070				
4MW20CS071				
4MW20CS072				
4MW20CS073				
4MW20CS074				
4MW20CS075				
4MW20CS076				
4MW20CS077				
4MW20CS078				
4MW20CS079				

USN (absentees) :

USN (candidates b /u Malpractice) :

Room Superintendent / Examiner - 1

Chief/deputy Superintendent

Signature :

with date :

Name

Affiliation

:

NOTE : ANSWER PAPER BUNDLES TO BE SENT TO REGIONAL OFFICE ONLY .

1. Seperate sheet to be used for each subject. 2. Statement shall be sent to a) Regional office, b) Registrar (Evaluation), c) Retained at the College

SMVITM SOFTWARE

VTU Student Seat Allocation:

Objective: This module is used to allocate each student with the seat no.

Module Type: Transaction

Module Used by: Office Superintendent

Location/Link: Transaction → Exam transaction → VTU Student Seat Allocation

Sl. No.	br. code	Sub. code	Seat No.	Branch	Frist/Sec	Court/Class
BMVDC0010	23	19C311	1	14-03	1	M
BMVDC0011	23	19C311	2	14-03	1	M
BMVDC0012	23	19C311	3	14-03	1	M
BMVDC0013	23	19C311	4	14-03	1	M
BMVDC0014	23	19C311	5	14-03	1	M
BMVDC0015	23	19C311	6	14-03	1	M
BMVDC0016	23	19C311	7	14-03	1	M
BMVDC0017	23	19C311	8	14-03	1	M
BMVDC0018	23	19C311	9	14-03	1	M
BMVDC0019	23	19C311	10	14-03	1	M
BMVDC0020	23	19C311	11	14-03	1	M
BMVDC0021	23	19C311	12	14-03	1	M
BMVDC0022	23	19C311	13	14-03	1	M
BMVDC0023	23	19C311	14	14-03	1	M
BMVDC0024	23	19C311	15	14-03	1	M

Description: Seating arrangement of every student for that particular exam date, session and room no.

Select the exam date from the exam dropdown list. Select the session from session radio button. Pick the room from the room dropdown list. Press [Get Data] button to get all the allocated students. All the fields are read only except the Seat No. The system is optimized so that student cannot copy (different branch with different subject). You can still able to do the changes by reallocating the seat no.

Press the [Save] button to save the data.

There are 2 report options:

- 1) Notice Board
- 2) Seat Allotment



SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

A Unit of Shri Sodevadiraja Mult Education Trust(R), Udipi
 Affiliated to the Visvesvaraya Technological University, Belgaivi
 Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Phone : 0820-2589182/183
 Fax : 0820-2589184
 Website : www.sode.edu.in

DATE: 29-01-2024 Morning Time:9:30 AM to 12:30 PM

	CS	CV	EC	ME	Total
18CS71-Artificial Intelligence and Machine Learn	113				113
18CV71-Quality Surveying and Contract Manage		12			12
18EC71-Computer Networks			65		65
18ME71-Control Engineering				15	15
Total	113	12	65	15	205

RoomNo:A101

18CS71-Artificial Intelligence and Machine Learning						Total Candidate : 17
4MW17CS084	4MW19CS063	4MW19CS123	4MW20CS001	4MW20CS002	4MW20CS003	
4MW20CS004	4MW20CS005	4MW20CS006	4MW20CS007	4MW20CS008	4MW20CS009	
4MW20CS010	4MW20CS011	4MW20CS012	4MW20CS013	4MW20CS014		
18EC71-Computer Networks						Total Candidate : 12
4MW19EC401	4MW20EC002	4MW20EC003	4MW20EC004	4MW20EC005	4MW20EC007	
4MW20EC008	4MW20EC010	4MW20EC011	4MW20EC012	4MW20EC013	4MW20EC014	

RoomNo:A103

18CS71-Artificial Intelligence and Machine Learning						Total Candidate : 17
4MW20CS032	4MW20CS033	4MW20CS034	4MW20CS035	4MW20CS036	4MW20CS037	
4MW20CS038	4MW20CS039	4MW20CS040	4MW20CS041	4MW20CS042	4MW20CS043	
4MW20CS044	4MW20CS045	4MW20CS046	4MW20CS047	4MW20CS048		
18EC71-Computer Networks						Total Candidate : 12
4MW20EC028	4MW20EC029	4MW20EC030	4MW20EC031	4MW20EC032	4MW20EC033	
4MW20EC034	4MW20EC035	4MW20EC036	4MW20EC037	4MW20EC038	4MW20EC040	

RoomNo:A104

18CS71-Artificial Intelligence and Machine Learning						Total Candidate : 14
4MW20CS049	4MW20CS050	4MW20CS051	4MW20CS052	4MW20CS053	4MW20CS054	
4MW20CS055	4MW20CS056	4MW20CS057	4MW20CS058	4MW20CS059	4MW20CS060	
4MW20CS061	4MW20CS062					
18ME71-Control Engineering						Total Candidate : 15
4MW17ME051	4MW18ME009	4MW18ME029	4MW20ME001	4MW20ME002	4MW20ME003	
4MW20ME004	4MW20ME005	4MW20ME006	4MW20ME007	4MW20ME008	4MW20ME009	
4MW20ME010	4MW20ME011	4MW20ME012				

Date: 29-01-2024 Morning **SEATING ARRANGEMENTS** A101 -Admin Block 1st Floor

Note: Please Mark Absententees [Roundup]

Name & Signature:

1	4MW17CS084	9	4MW20CS002	17	4MW20CS006	25	4MW20CS010
2	4MW19EC401	10	4MW20EC005	18	4MW20EC011	26	4MW20CS011
3	4MW19CS063	11	4MW20CS003	19	4MW20CS007	27	4MW20CS012
4	4MW20EC002	12	4MW20EC007	20	4MW20EC012	28	4MW20CS013
5	4MW19CS123	13	4MW20CS004	21	4MW20CS008	29	4MW20CS014
6	4MW20EC003	14	4MW20EC008	22	4MW20EC013		
7	4MW20CS001	15	4MW20CS005	23	4MW20CS009		
8	4MW20EC004	16	4MW20EC010	24	4MW20EC014		

SMVITM SOFTWARE

Faculty Room Link:

Objective: In this module provides the link between faculties and room no.

Module Type: Transaction

Module Used by: Exam Section

Location/Link: Transaction → Exam transaction → Faculty Room link

DateWise Staff Exam Duty Room Allocation

Exam Date: 2024-01-29 Session:

Staff Type: Faculty SDE Attender Total Persons: 7

EmpNo	Employee_name	br_code	EXAM_DATE	Session	Type	Believer	RoomNo
8009	POPTUMARAN	B0	2024-01-29	Morning	Faculty	-	A101
8008	REKCYLADDE	B8	2024-01-29	Morning	Faculty	-	A102
8052	UMMA PARVATHI J	B5	2024-01-29	Morning	Faculty	-	A103
8070	BANDEGA	B8	2024-01-29	Morning	Faculty	-	A104
8422	AKSHATHARADL	B0	2024-01-29	Morning	Faculty	-	A105
8423	SACHIN PRABHU E	B0	2024-01-29	Morning	Faculty	-	A102
8421	REKHA	B5	2024-01-29	Morning	Faculty	-	A106
8440	PREETI H	B5	2024-01-29	Morning	Faculty	-	A101
8478	REKHA	B5	2024-01-29	Morning	Faculty	-	A102

RoomNo	Cap
A101	3
A102	3
A103	3
A104	3
A105	3
A106	3

Description: System automatically allocates room no to the faculty. We can still swap the employee as per the requirement by editing the empNo field.

Press the [**Save**] button to save the data.

Deactivation of Faculty Exam Duty / Exam Dates:

Objective: In this module we can deactivate the exam dates or Faculty de-activation

Module Type: Transaction

Module Used by: Office Superintendent

There are 2 options in this module

- 1) Faculty De-Activation for theory Exam
- 2) Exam Dates

Faculty De-Activation for theory Exam:

Location/Link: Transaction → Exam transaction → Deactivation of Faculty Exam Duty/Exam Dates → Faculty De-Activation of Theory Exams

Deactivation of Exam Dates / Faculty

DeActivate the Exam Dates

Exam Dates Faculty DeActivation for Theory Exams

Default Exam Duty Faculty Branches

Exam Duty: Branch:

Exam Duty:

Note: Tick for DeActivation of the Faculty

Emp_ID	Emp/Date	Fac Exam Status
0001	CHITHRA BHATT	Y
0002	CHANDRASEKHAR RAOKR BHATT	Y
0112	DEEPAK	Y
0403	DR. SHARTE PAULWAN	Y
0078	GANESH ATHAL	D
9897	LATHIKA M	Y
0489	MANDEVI	Y
0588	MS. DEEPTHA POONNY	Y
0225	MAGHRAJ BHAT	D
0482	PADAL SUDHAKAR CHAUDHARY	Y
0442	PREETHI M	Y
0332	R. RADHAKRISHNA	Y
0488	RAJRAJESWARA S	Y
0442	RAJRAJESWARA HIRDO	Y
0478	RESHMA	Y
0547	RIKSHI BHAT B	Y
0418	SADANANDA L	Y
0507	SAHANA KRANTH	Y
0481	SAVITHA SHENDY	Y
0404	SOURYA BHAT	D
0489	SOWMYA BH	Y

Description: Due to some personal reason or medical issues, some of the faculty may not take the exam duty. Hence we need to de-activate them.

Click on the radio button called **Faculty DeActivation for Theory Exams**

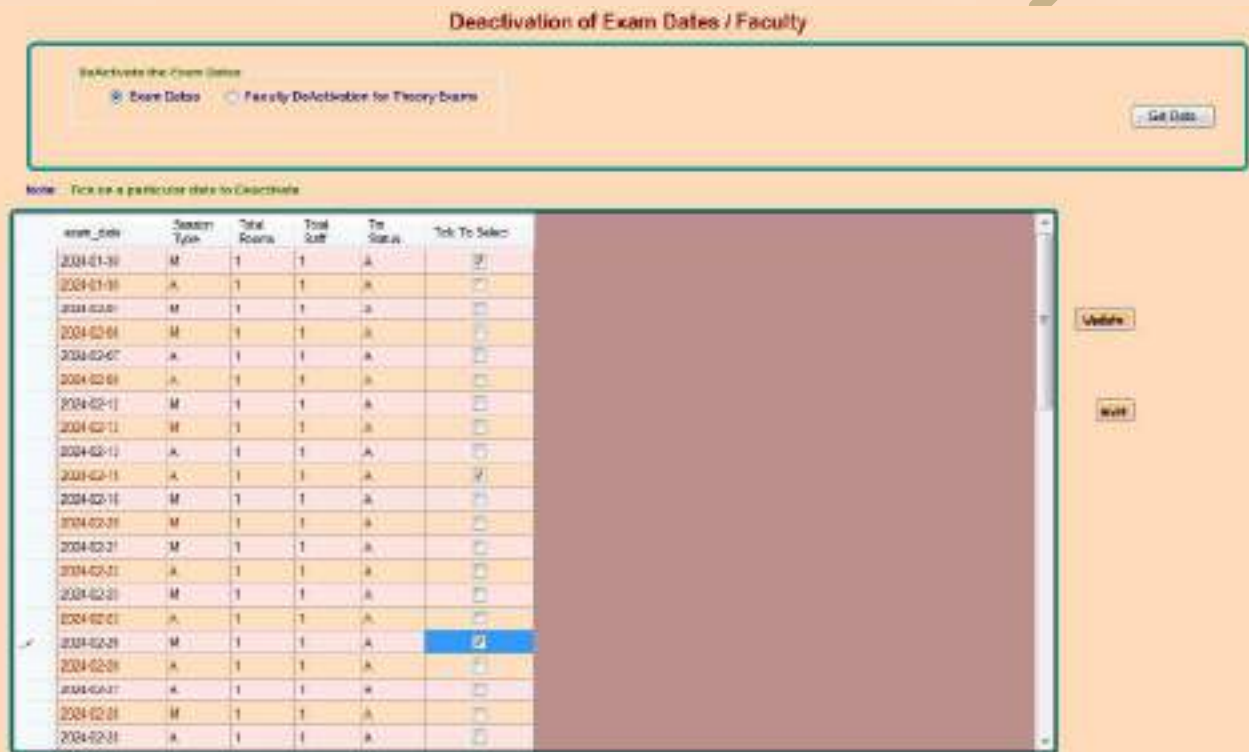
There is a check box **Default Exam Duty** . If check this option then you can have a default value for the status of the employees who are invigilator for the theory exam. Select the branch from branch dropdown list. Press [Get Data] button to get the entire teaching faculty for that branch.

In the column for FacExamStatus we can have values like 'D' for DCS duty, 'Y' for faculty Duty and 'N' for No duty.

Press the [Update] button to save the data.

Exam Dates:

Location/Link: Transaction → Exam transaction → Deactivation of Faculty Exam Duty/Exam Dates → Exam Dates



Description: Here we can deactivate the exam dates.

Click the Exam Dates radio button. We get all the exam dates. Tick to select which exam dates needs to be de-activated.

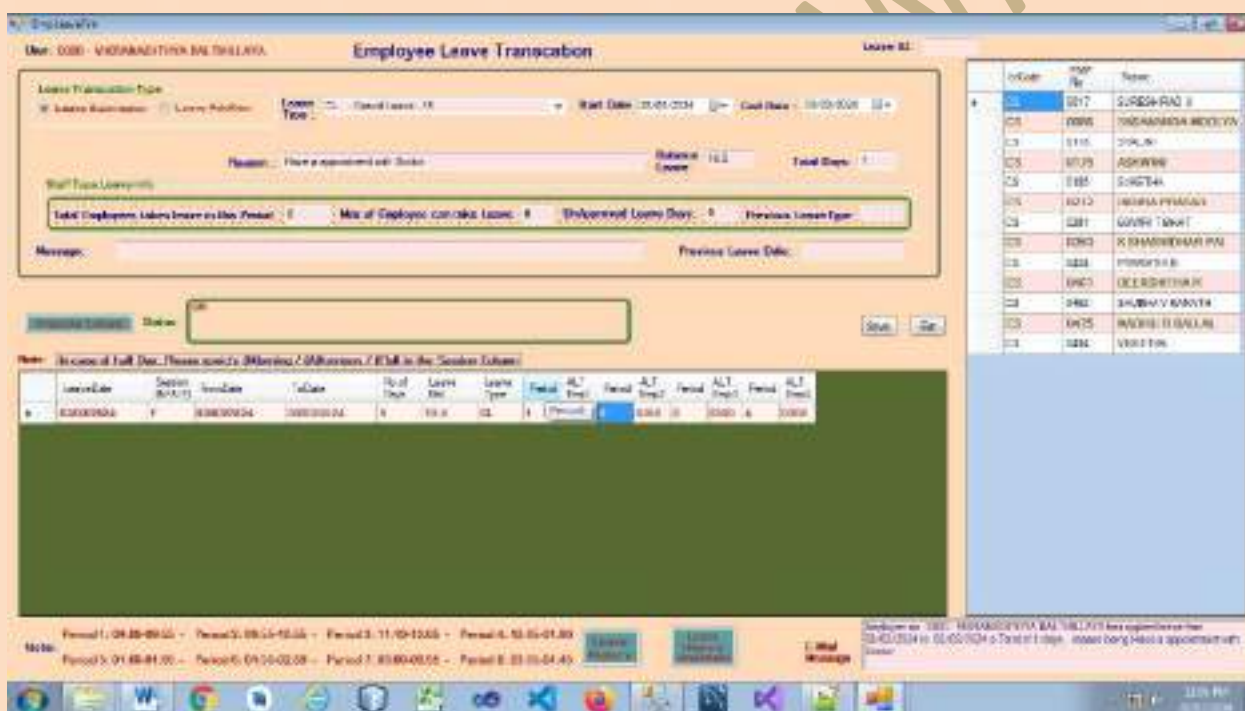
Leave Transaction:

Objective: Leave transaction module is a workflow. The employees will submit their leave. After the submission of leave it will appear to the HOD to approve. Employees can delete the leave before HOD approves, once the leave is approved by the HOD employees cannot delete the leave. In case HOD applied for leave then it directly goes for principal approval. HOD can approve or reject the leave. Once approved by the HOD, this leave will appear for the principal for the final approval. Principal can approve or reject the leave. Once the principal approves, the leave gets deducted and the leave transaction is completed.

Module Type: Transaction

Module Used by: All employees

Location/Link: Transaction → Leave Transaction



Description: In this module, we can submit the leave or we can add leave. Sometimes the employees will be working other than working days. This type of leave is called Leave addition where you can take leave on some other day within one month.

Leave Submission: In this we can take leave different types of leave. In case of Non-teaching the valid leave types are CL, CML, HCL, EL and RH. In case of teaching staff the valid leave types are CL, CML, HCL, VL, SCL and RH. Maternity leave is only for the female staff. If the employee does not have enough leave then he/she avail Loss of Pay (LOP).

Leaves Details:

Leave Submission:

CL: This is called casual leave. Employee need not take prior notice, but must inform the HOD. CL cannot be clubbed with another leave. Total CL available to the employee is 15 days per year. This leave cannot be carried to the next year. CL cannot be taken more than 7 days before July. This leave applies to all employees. Here the minimum day is half day

CML: This is called as committed leave. Every permanent employee will have 10 days per year. This leave can be carried to next year. This will be given by HR department after joining date. Here the minimum day is 1 day. This leave applies to all employees.

EL: This leave is called earned leave. Every Non-teaching permanent staff will have 20 days per year. This will be given by HR department after joining date. This leave has a notice period. We need to apply the EL 15 days before the leave days. Here the minimum days is 3 days. She/he cannot take less than 3 days. Teaching faculty can have EL if they don't take the Vacation Leave (1 EL for 3 days VL).

HPL: This leave is Half Paid Leave. This comes under CML category. Here the minimum day can be half a day. If you avail this leave, the balance is deducted from CML. We are not using HPL frequently. This leave applies to all employees.

LOP: This leave is called as Loss of Pay. This leave is used in case you want to take leave but you don't enough Leave balance. Minimum day is 1. This leave applies to all employees.

ML: This leave is called Maternity leave. This used only for female staff for the delivery/after delivery purpose. Maximum Days are 180.

RH: This leave is called restricted holidays. You can select any 2 days in a set of holidays. This applies to all employees.

SCL: This leave is called special casual leave. This leave is given at the beginning of the year to faculty only (30 days). This is used usually for the VTU invigilation/ DCS/ Lab Duty/Workshop/FDP, etc.

Leave Addition:

OOD: This leave is called as on Official Duty. This leave is used when the employee works outside the college for college purpose. In this case employee can avail any day as substitute for the work done. This leave needs to be taken within a month.

PL: This leave is called as Permitted Leave. Employee has worked in the college premises during the holidays or during the weekend. He needs to punch/Face attendance. This leave needs to be taken within a month.

OL: This general leave called as Other Leave. This leave was mainly created at the time of corona virus.


Leave Submission:




Description: Whenever the user submitted the Leave the status will be leave submitted. Once the HOD approve the status will be HOD approved and once the principal approves the status will be Principal Approved and the leave process is closed.

Choose Leave submission from the radio button. Select the leave type from the leave type dropdown list. Enter the start and end date. Pressing the tab button it will calculate the total leave days. It also displays the leave balance. If the leave balance is less than Total leave apply days then the system will throw error

Leave Balance is ZERO, Choose any other Leave Type or LOP and no action will take place. If there is enough balance then you need to provide the reason. Click **Process Leave** button. System will displays all the leave days and you need to give the substitute employee

for each leave day. You can see the entire available substitution employee on the right hand side grid. Once complete you can press the  button.

If you want to see the leave applied day's status then click the  button.

Leave Details of an Employee Year: 2024 

Note: Double Click on Leave Status to Delete the Leave Transaction. Leave Transaction can ONLY be deleted if the status is **Leave Submitted**

SrNo	emp_no	From Date	To Date	Leave Type	Leave Status	Absent Day	BalLeave	Reason	Message
25246	0300	2024-02-26	2024-02-28	CML	Principal Approved	1.0	24.0	Personal	
25245	0300	2024-02-16	2024-02-16	CML	Principal Approved	1.0	25.0	Personal	
25115	0300	2024-02-26	2024-02-28	EL	Principal Approved	3.0	22.0	Personal	
25134	0300	2024-02-08	2024-02-08	CL	Principal Approved	1.0	14.0	Personal	
24975	0300	2024-01-27	2024-01-27	CML	Principal Approved	1.0	26.0	Personal	
24840	0300	2024-01-17	2024-01-17	CML	Principal Approved	1.0	27.0	Personal	
24805	0300	2024-01-18	2024-01-18	CML	Principal Approved	1.0	28.0	Personal Work	
24712	0300	2024-01-22	2024-01-24	EL	Principal Approved	3.0	25.0	Personal	
24710	0300	2024-01-04	2024-01-05	CML	Principal Approved	2.0	26.0	Personal	

SrNo	emp_no	LeaveType	Session	LeaveDate	LeaveAdd	fac1	Period1	fac2	Period2	fac3	Period3	fac4	Period4
25115	0300	EL	F	2024-02-26	N	0300	1	0300	2	0300	3	0300	4
25115	0300	EL	F	2024-02-27	N	0300	1	0300	2	0300	3	0300	4
25115	0300	EL	F	2024-02-28	N	0300	1	0300	2	0300	3	0300	4

Leave History (Deletion)

Description: When you want to delete the closed leave you need to send e-mail to the principal to delete the required leave. Principal has options to delete the closed leave. The user can see the deleted leave using the Leave History (deletion)

Rejected Leave Details

Year: 2024

Refresh

SrNo	emp_no	From Date	To Date	Leave Type	LeaveStatus	OverBal	Absent Day	Balance	Reason	Message
25115	0300	2024-02-26	2024-02-28	EL	Principal Approved		3.0		Personal	

SrNo	emp_no	LeaveType	Session	LeaveDate	LeaveAdd	fac1	Period1	fac2	Period2	fac3	Period3	fac4	Period4
25115	0300	EL	F	2024-02-26	N	0300	1	0300	2	0300	3	0300	4
25115	0300	EL	F	2024-02-27	N	0300	1	0300	2	0300	3	0300	4
25115	0300	EL	F	2024-02-28	N	0300	1	0300	2	0300	3	0300	4

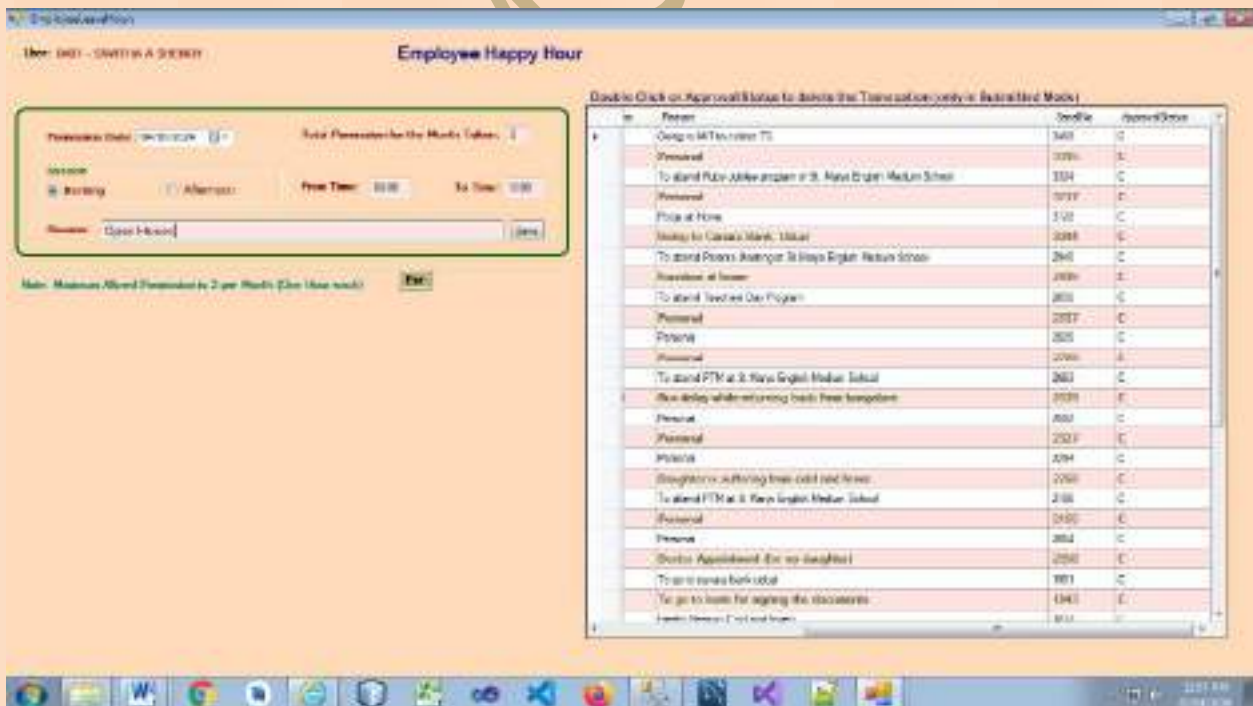
Permitted Hours:

Objective: In this module system allows you to take monthly 2 permission of one hour each.

Module Type: Transaction

Module Used by: HOD/Faculty

Location/Link: Transaction → Permitted Hours



Description: Every month employees have the option to take 2 one hour permission each.

Select the date for which the permission is required. Select the session (Morning/Afternoon). Enter from time and to time. Enter the permission reason.

Press button.

On the right hand side grid you can see all the permission taken. You can delete the permission before HOD approves by double clicking the Approval status.

SMVITM SOFTWARE



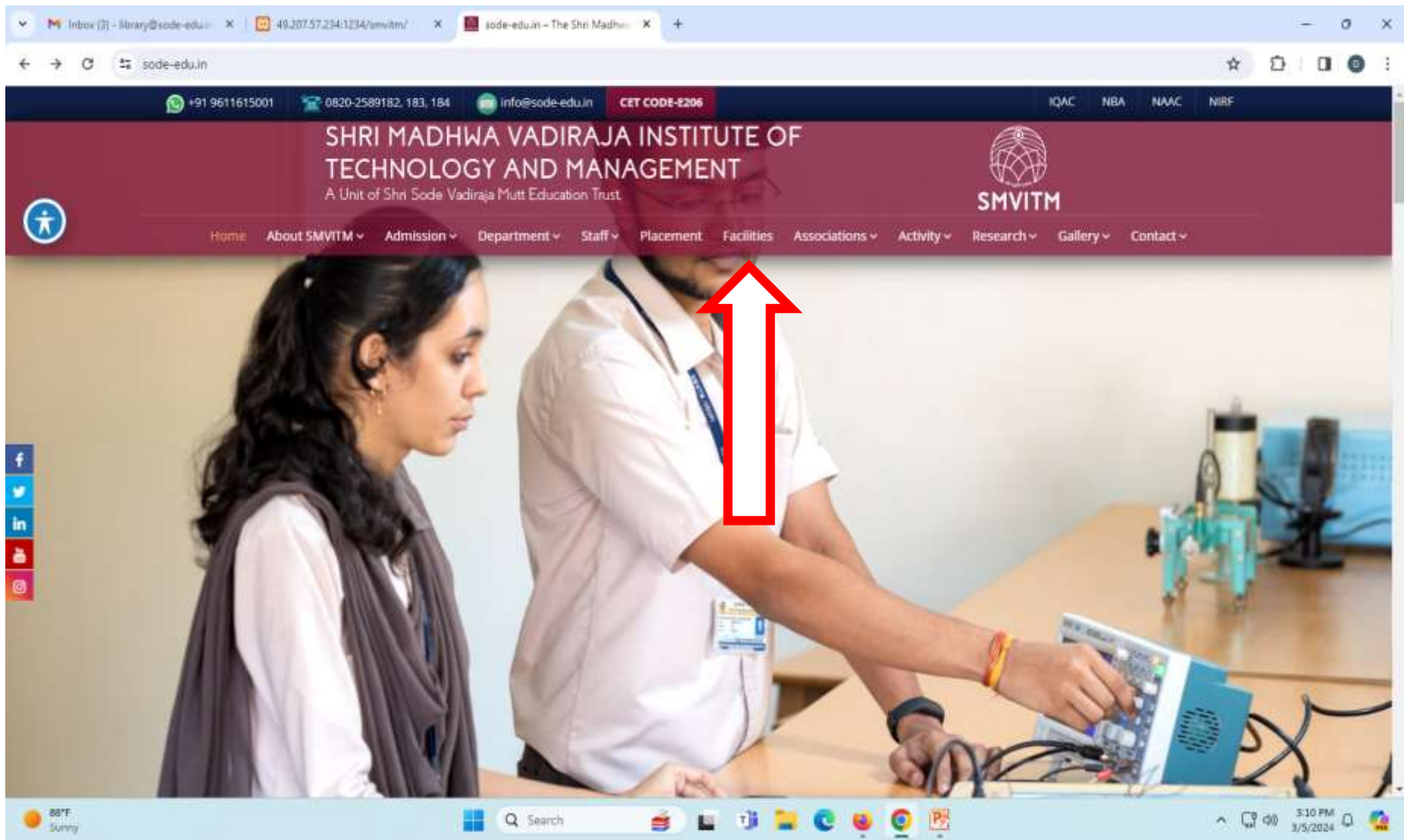
Central Library

How to request for new books in Easylib Software

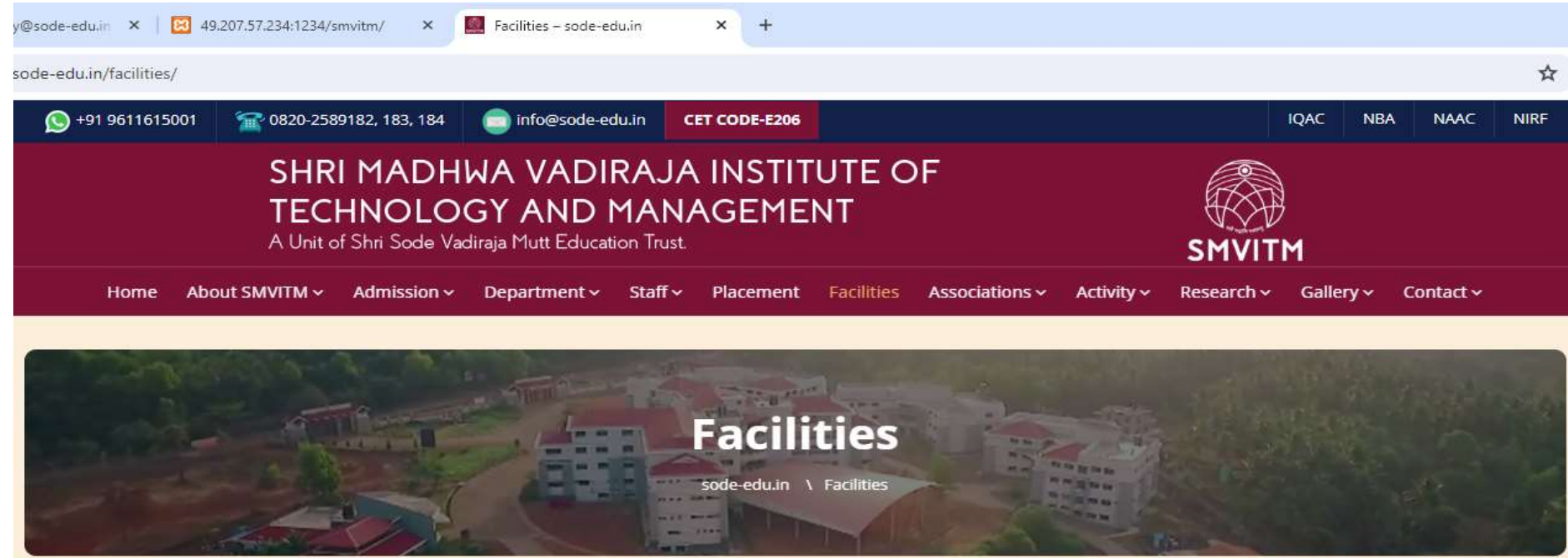


www.smvitm.easylib.net

Or through College Website



STEP1: In college website click facilities section.



Teaching-Learning

Central Library

Language Lab

Information and Communication Technology (ICT)

Sports Facility

#facility-2

- **Classrooms and Tutorial Rooms**

...adequate number of classrooms which is verified and approved by AICTE. The classrooms are well ventilated and have the provision for good lighting, thereby avoiding unnecessary expenditure on electricity consumption through lights, Fans and ACs.

The Institution has ICT enabled classrooms provided with LCD projectors. The facilities are created to enable an effective and efficient teaching-learning transaction.

Each department has tutorial classroom to conduct remedial classes and address the need of slow learners.

STEP2: Then click on the 'Central Library' Section.

Teaching-Learning

Central Library

Language Lab

Information and Communication
Technology (ICT)

Sports Facility

Wi-Fi

Hostels

Cafeteria

Transportation

SMVITM Central Library



The Central Library at SMVITM is housed in a spacious three-storey state of the art independent block. Two floors block are occupied exclusively by the Central Library. It has about 1300 square meters of built-up area.

Facilities offered by SMVITM, Central Library...



STEP3: Next after the central library page opens click on the facilities offered by SMVITM, Central Library as shown in the picture above.

+ Rules and Regulations ▾


+ Sections ▾

+ Facilities ▾

+ Committee Members ▾

+ Roles and Responsibilities ▾

+E-Resources ▲

- **VTU-Consortium**
- **Knimbus**
- Shodhganga- Digital repository of thesis and dissertations
- NDL(National Digital Library of India)
- **OPAC (easylib)** 
- DelNet

STEP4: From there go to the E-resources section and click on 'OPAC(Easylib)'.

The screenshot shows the Easylib library homepage for Sri Madhwa Vadiraja Institute of Technology and Management, Udupi. The page features a search bar at the top, a 'Short-Cuts' section with a row of colored circular icons (A, C, D, E, K, P, Q, L, M, NA, ERT, EBC, O, F), and a central login form. The login form is titled 'Welcome to Easylib' and contains the following fields and buttons:

- Username: s0383
- Password: **** (with a red arrow pointing to it)
- Show password
- Forgot password?
- Buttons: Login as library user (green), Login as library staff (blue), Login as vendor (grey), Clear (orange), Guest (red)

Below the login form, there are book covers for 'Human Values professional ethics', 'Communication Systems', 'Introduction Python Programming', and 'Fundamentals of Fibre optics in Telecommunication and Sensor'. The bottom of the page includes sections for 'Photo Gallery', 'Announcements', and 'E News Paper'.

STEP5: Once the easylib homepage gets opened it will ask for login id and password details. Please enter your employee ID as Login ID and password (ex: login ID: *s0489* and password: *s0489*) and then click on 'Login as Library user'.

Inbox (4) - library@code.edu... 49.207.57.234:1234/SMVITM/ 49.207.57.234:1234/SMVITM/

Not secure 49.207.57.234:1234/SMVITM/

SMVITM
Sri Madhwa Vadiraja Institute of Technology and Management
Udupi

Deepak Logout
Session Started @ 15:17:36

All Search for Books, Author and More... Search Clear

Short-Cuts

A C D E IR P Q L M NA EBT EBC O F

Featured Books

Human Values professional ethics
Communication Systems
Introduction Python Programming
Fundamentals of Fibre optics in Telecommunication and Sensor Systems

Photo Gallery
talk on the topic "Accelerating research & career momentum through IEEE Publication" by Mr. MS

Announcements
Central library of Shri Madhwa Vadiraja Institute of Technology and Management bantakal, Organizing a talk on the topic

E News Paper
Deccan Herald

88°F Sunny 3:18 PM 3/5/2024

STEP6: click on your respective name.

Inbox (4) - library@sode-edu.in | 49.207.57.234:1234/smvitm/ | Welcome Deepak

Not secure 49.207.57.234:1234/SMVITM/index.php/memberController

easylib
Bringing Knowledge & People Closer

Sri Madhwa Vadiraja Institute of
Udu

Welc

See Your Activity

- My Details**
- Books Borrowed
- Books Requested
- My Favourites
- My Fine On Books
- My Documents
- My Digital Library
- My Feedbacks
- In-Out History
- Circulation History
- Change Password
- Change Personal Data
- Reservation list
- Assignmemnts
- Library FeedBacks
- My Quiz
- My Courses

Name	Deepak
MemberId	S0383
Department	Library
Branch	ADMINISTRATIVE OFFICE
UserProfile	Librarian
Address	

Library Contact Info
08202589182
library@sode-edu.in

Library Policy
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88°F Sunny

Search

STEP7: Once you click on your name a new page will open where you will have to click on 'Books Requested'.

49.207.57.234/1234/SMVITM/index.php/memberController

easylib
Sri Madhwa Vadiraja Institute of Technology and Management
Udupi

Deepak Logout
Session Started @ 15:17:38

Welcome Deepak

See Your Activity
My Details
Books Borrowed
Books Requested
My Favourites
My Fine On Books
My Documents
My Digital Library
My Feedbacks
In-Out History
Circulation History
Change Password
Change Personal Data
Reservation list
Assignments
Library FeedBacks
My Quiz
My Courses

Your Requested Books

[Request For Books Here](#)

Sl No	Title	Author	ISBN	Book Type	Requested date	Status
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Library Contact Info
08202589182
library@code.edu.in

Library Policy
© Easylib Software Pvt Ltd

Library Teams
Version 6.4a

Need Software Help?
+919844061710
info@easylibsoft.com

88°F Sunny 3:20 PM 3/5/2024

STEP8: Next click on 'Request for Books Here'.

Inbox (4) - library@ode.edu... x 48.207.57.234:1234/newlib/ x 48.207.57.234:1234/SMVITM/... x

Not secure 48.207.57.234:1234/SMVITM/index.php/memberController/newBookRequest/memberid=50383&department=19


Sri Madhwa Vadiraja Institute of Technology and Management
Udupi

Deepak Logout
Session Started @ 15:17:38

Requisition of Item(s)

Requisition No. (Item No) *	6	Inquire	Member Id	S0383	No. Of Copies	1
Item Type	Select Item Type		Title *			
Author *	Enter multiple authors by semicolon(,) separated		Req. Date	05-Mar-2024	Language	Select Language
Call No.			Class No.		ISBN	
No. of Pages			Edition	Select Edition	Volume	Select Volume
Department	Select Department		Publisher	Select Publisher	Subject	Select Subject
Keyword(s) *						

New Add Modify Delete Close Home



STEP9: Fill out all the details of the books to be requested(ex: No. of Copies, Item Type, Title, Author, Required date, Language, ISBN [if mentioned in the book], Edition, Volume[if mentioned in the book], Department, Publisher, Subject) and then click on 'Add'.

The above shown procedure is to access Easylib through college website. The other way to access Easylib is to directly enter the url link: www.smvitm.easylib.net in the browser and then you can proceed as shown from **STEP5 till **STEP9**. The list of Books requested will be sent to Central library via easylib which will be easy to keep track of the items requested. From now on, please use this method to request for new books.**

THANK YOU