

# V-MIS USER MANUAL



Vidyalankar Institute of Technology

## USER'S MANUAL

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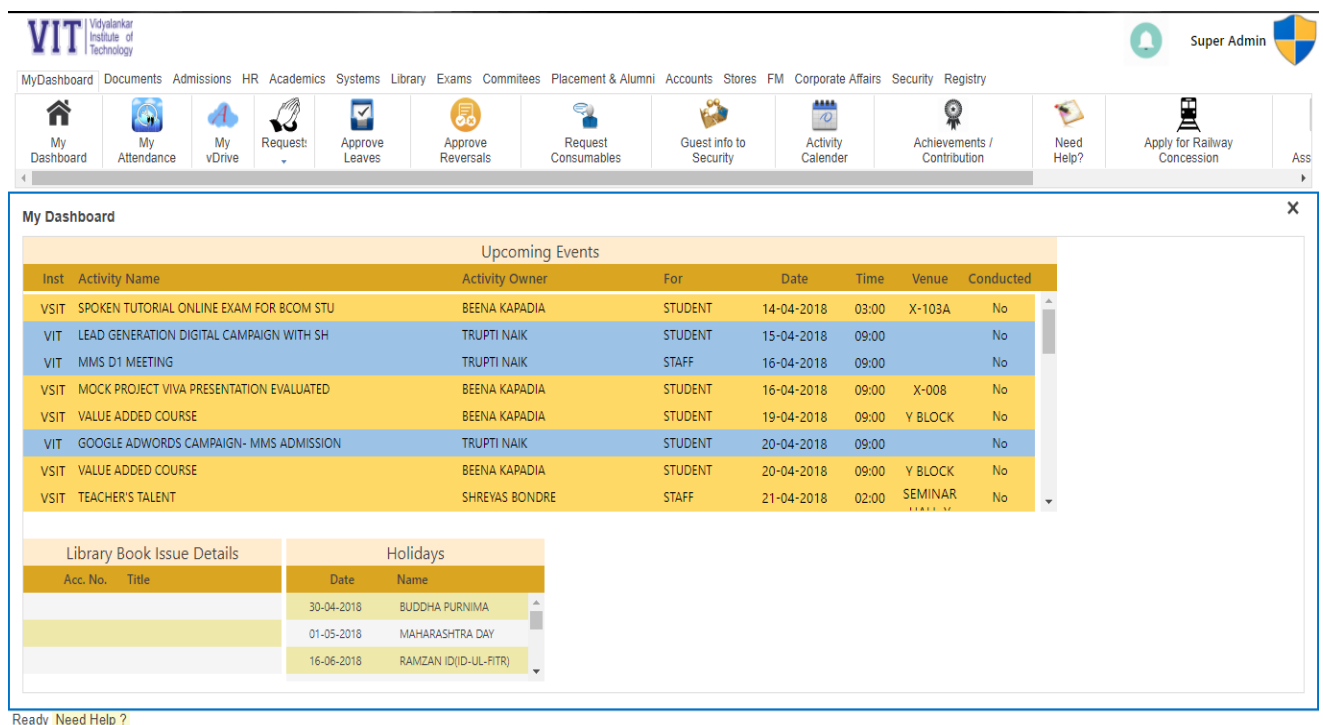
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## 1.0 Introduction

Due to its ever growing and competitive nature, the education sector has always been in need of a quality solution to manage and serve the Institute resources efficiently. IT sector is giving number of solutions to Institute like smart classroom, digital learning solutions to make learning easier and manage Institute administration effectively. Today educational institution is not limited to imparting education alone, but it is adapting latest trends in IT for improving the quality of education and handling various activities of Institute including admissions, class management, library management, logistics, inventory, fee management, alumni, accounts etc. Our ERP simplifies and automates Institute administration process. The ERP is accurate and reliable and can be conveniently accessed from Institute intranet as well as from the public internet. It is fully browser-based which also includes virtual campus which can be linked with Institute portal and contains powerful online access to bring parents, teachers and students on a common interactive platform. Yet another advantage of the ERP system is that it runs on minimal hardware and easily fits in the budget of Institutes. In ERP users have role based access rights which tightly models existing Institute hierarchy. Institute ERP is totally customizable according to the needs of Institute.

### 1.1 Major Benefits:

- Transparency in Institute operations.
- Availability of real time up to date information.
- Better management of Institute academic process & administration.
- Instant access to required information and activities of the Institute
- A centralized system which makes reporting possible at one place.
- Easy access through a web browser having an Internet connection.
- Online Registration, easy follow up and Admission.
- Efficient computing centralized storage, high memory and fast process.
- Integration of Academic Calendar, Notices and other activities.
- High level security at application level user level and program level.



**My Dashboard**

**Upcoming Events**

Inst	Activity Name	Activity Owner	For	Date	Time	Venue	Conducted
VSIT	SPOKEN TUTORIAL ONLINE EXAM FOR BCOM STU	BEENA KAPADIA	STUDENT	14-04-2018	03:00	X-103A	No
VIT	LEAD GENERATION DIGITAL CAMPAIGN WITH SH	TRUPTI NAIK	STUDENT	15-04-2018	09:00		No
VIT	MMS D1 MEETING	TRUPTI NAIK	STAFF	16-04-2018	09:00		No
VSIT	MOCK PROJECT VIVA PRESENTATION EVALUATED	BEENA KAPADIA	STUDENT	16-04-2018	09:00	X-008	No
VSIT	VALUE ADDED COURSE	BEENA KAPADIA	STUDENT	19-04-2018	09:00	Y BLOCK	No
VIT	GOOGLE ADWORDS CAMPAIGN- MMS ADMISSION	TRUPTI NAIK	STUDENT	20-04-2018	09:00		No
VSIT	VALUE ADDED COURSE	BEENA KAPADIA	STUDENT	20-04-2018	09:00	Y BLOCK	No
VSIT	TEACHER'S TALENT	SHREYAS BONDRE	STAFF	21-04-2018	02:00	SEMINAR	No

Library Book Issue Details		Holidays	
Acc. No.	Title	Date	Name
		30-04-2018	BUDDHA PURNIMA
		01-05-2018	MAHARASHTRA DAY
		16-06-2018	RAMZAN ID(UL-UL-FITR)

Ready Need Help ?

## Quantitative Benefits:

- Savings from phased out legacy systems
- Streamlines Education Processes
- Automates Important Functions
- Increases Productivity and Efficiency
- Big Savings in Person hours

## Qualitative Benefits

- Improves data and process integrity
- Enhances operational security
- Reinforces accountability and transparency

## General Benefits

- Single system to manage all Institute related information from anywhere in the Institute
- Easy to use
- Reliable and secure system
- Complete Automation of operations

- More Time to focus on Strategic Tasks
- Better informed decision making for management

### Benefits to Management

- Using Institute ERP, Institute management has a systematic and easy approach towards maintaining and updating the different aspects of their institute.
- Administrative staff can reap several benefits from ERP, some of which are as follows:
  - Single Point ERP
  - Zero redundancy in managing the institutions records
  - Complete automation of all operations
  - Centrally stored information with zero redundancy
  - Best possible resource optimization
  - Generate timetables with dynamic substitute management
  - Cost effective one point solution for total management
- Easy performance monitoring of individual modules leading to uncomplicated error detection
- Automated and quick report generation along with process turnaround time
- Centralized data repository for trouble free data access
- Authenticated profile dependent access to data
- User friendly interface requiring minimal learning and IT skills
- High level data security
- Design for unproblematic scalability
- Elimination of people dependent processes
- Minimal data redundancy

### Benefits to Staff:

- Staff can check their Attendance
- Staff can check leave status and holidays
- They can check Activity Calendar
- Check library books status
- Request for leave and leave reversal as well.
- They can request for consumables
- Check their salary sheets
- Add contribution and achievement
- Check their Service Book

### Benefits to Students:

- Students get a new platform not only to gain but also to express the knowledge inside them.
- Freedom to browse through library books catalogue and identify the book(s) to be issued
- Prior information about all events and holidays
- Railway Concession

### 1.2 Features:

#### 1. End-to-End solution

Whether it's the enrollment of a new student or calculation of salary for the staff, It provides you a fully integrated end-to-end solution to manage all the functions and activities required for your education institution. It ensures that offices, faculty and students have access to timely and up-to-date information. It manages high volumes of critical information with hundred percent of accuracy helping you to run your institution more smoothly and efficiently. It creates a foundation for new processes that can yield significant returns on investment.

#### 2. N-Tier Architecture

ERP is designed on an N-Tier architecture allowing multiple users to work simultaneously from multiple locations on a single database. This helps in sharing information between different departments and users on a real-time basis.

#### 3. Streamlines Educational process

ERP often prompts significant process reengineering and could breathe life into ineffective and inefficient departments or processes. It helps in proper documentation and standardization of education process by setting up protocols for each and every process. ERP also provides you an opportunity to correct broken processes and replace them with modern, system-enabled, state-of-the-art business practices.

#### 4. Increases productivity and efficiency of the staff

Automation helps staff to work out things well in time helping them to give more time to take care of the other issues and problems. ERP helps organizations to handle the



same amount of work by less staff thereby allowing the rest of the man power to be deputed in other productive works.

5. Reduces paper work :ERP has an in-built Document Management System that helps organizations to reduce their paper consumption to a great extent which is not just cost effective but is eco friendly as well.
6. User Friendly Interfaces Interfaces of ERP play an important role to make it successful and a popular solution. ERP is designed with easy to use, interactive and user friendly interfaces that help non-expert users to perform complex functions without any difficulty.
7. Comprehensive Reporting System :Organizations around the world consider effective reporting system as a vehicle for evaluating and enhancing the performance of the entire system. Thus reports have become the most vital part of any application System. What so ever new features there may be in an application, the end user evaluates the quality of System by its quality of reports.ERP offers a powerful mechanism to generate accurate and robust reports with a great deal of flexibility. Whether you want a report for a single student or for the entire institute, it gives you plenty of options and flexibility to generate reports at multiple levels helping you to enhance the performance and productivity of your institution
8. Ensures Data Security  
Data Security is also an important factor while designing an ERP solution. ERP ensures complete security of data. We make sure that the data isn't in the direct access of the users. Various security measures have been implemented to tighten the security at the database level as well as at the application level.
  - Login security and single sign-on: Users sign on once within a secure environment and are automatically authenticated for all applications they are allowed to access.
  - Security roles and permissions: Users see and access only what their individual roles and permission levels grant them.
  - Workflows and approval processes: Workflows and approval processes ensure proper task routing among departments.
9. Easy Centralized Backup Options  
Database Backup is the most critical part of any ERP solution. ERP comes with easy to manage database-backup system. The database backup and

restoration processes both are simple and easy and don't require any database expert to perform these activities.

## 2.0 Modules:

### 2.1 Administration

This contains various features which are useful for all users-admin, staff and students.

#### 2.1.1 Student details

- Student need to fill this details during Admission .

Student Details (Editing Record)

Roll Number : 13109A0006 Adm. Form No. :

**Course Preferences**  
 Level : POST GRADUATE Course : COMPUTER ENGINE Category : OPEN CATEGORY Registration No. :

**Personal Details**  
 Name as on the Std. Xth OR Equivalent Certificate : UPADHYAYA KAUSHIKI VANDANA Date of Birth : 13-04-1989 Birth Place : -- Gender : FEMALE Nationality : INDIAN  
 First Name : KAUSHIKI Middle Name : Last Name : UPADHYAYA Mother Name : VANDANA Religion : -- Subcaste : Aadhar Card No. :

**Contact Details**  
 Permanent Address : H-4,FORTUNE ESTATE, KOLAR ROAD, BHOPAL, Address (to be Printed on the I - Card) :  same as Previous  
 Country : INDIA State : MADHYA PRU City : Bhopal Pin Code : 462042 Country : INDIA State : MADHYA PRU City : Bhopal Pin Code : 462042  
 Mobile : 0000000000 STD : Phone : Email : 123@abc.com Native Place : Bhopal Native Place Address : H-4,FORTUNE ESTATE, KOLAR ROAD, BHOPAL,

**Academic Details**

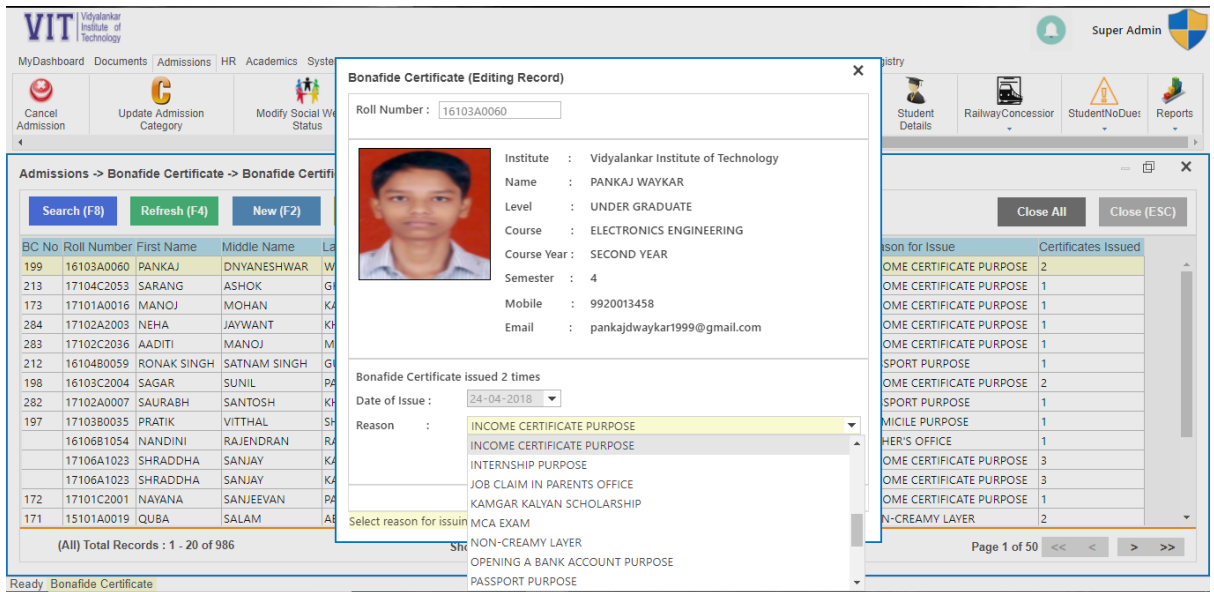
Education Name	Board/University	School/College	Year Of Passing	% Marks/CGPA	Class	Specialization
<input type="checkbox"/> SSC						
<input checked="" type="checkbox"/> HSC	CBSE	RAJIV GANDHI H. SEC. SCH	2007	62.80	1	SCIENCE
<input type="checkbox"/> DIPLOMA						

**Merit Details**  
 12th PCM : Physics : / Chemistry : / Mathematics : / 4th Subject : /

Read Only View Save (F2) Cancel (ESC)

#### 2.1.2 Bonafide Certificate

- Click on Admission Module, in that bonafide certificate tab to issue the certificate to eligible student.



**Bonafide Certificate (Editing Record)**

Roll Number : 16103A0060

**Student Details:**  
 Institute : Vidyalankar Institute of Technology  
 Name : PANKAJ WAYKAR  
 Level : UNDER GRADUATE  
 Course : ELECTRONICS ENGINEERING  
 Course Year : SECOND YEAR  
 Semester : 4  
 Mobile : 9920013458  
 Email : pankajdwaykar1999@gmail.com

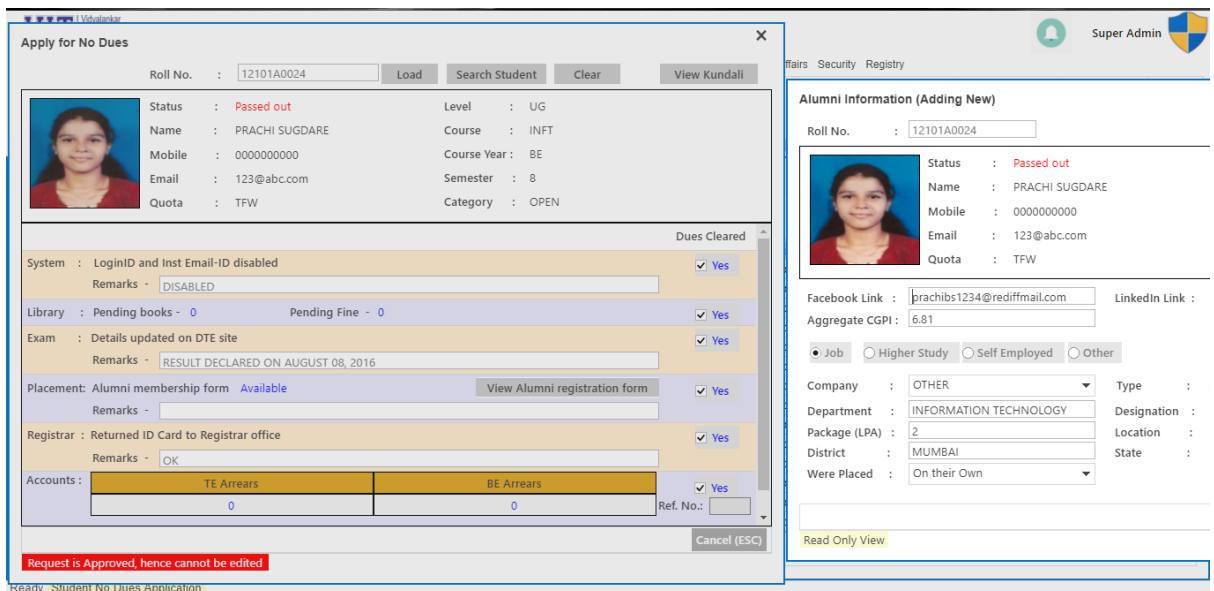
**Bonafide Certificate issued 2 times**  
 Date of issue : 24-04-2018  
 Reason : INCOME CERTIFICATE PURPOSE

Reason for Issue	Certificates Issued
OME CERTIFICATE PURPOSE	2
OME CERTIFICATE PURPOSE	1
OME CERTIFICATE PURPOSE	1
OME CERTIFICATE PURPOSE	1
OME CERTIFICATE PURPOSE	1
SPORT PURPOSE	1
OME CERTIFICATE PURPOSE	2
SPORT PURPOSE	1
MICILE PURPOSE	1
HER'S OFFICE	1
OME CERTIFICATE PURPOSE	3
OME CERTIFICATE PURPOSE	3
OME CERTIFICATE PURPOSE	1
N-CREAMY LAYER	2

(All) Total Records : 1 - 20 of 986

### 2.1.3 Apply for No-dues

- Student can Apply for no dues by clicking on this tab under Admission module. Through this way we can update Alumni Information as well.



**Apply for No Dues**

Roll No. : 12101A0024

**Student Details:**  
 Status : Passed out  
 Name : PRACHI SUGDARE  
 Mobile : 0000000000  
 Email : 123@abc.com  
 Quota : TFW

**Dues Cleared:**  
 System : LoginID and Inst Email-ID disabled [Yes]  
 Remarks : DISABLED  
 Library : Pending books - 0 Pending Fine - 0 [Yes]  
 Exam : Details updated on DTE site [Yes]  
 Remarks : RESULT DECLARED ON AUGUST 08, 2016  
 Placement : Alumni membership form Available [Yes]  
 Registrar : Returned ID Card to Registrar office [Yes]  
 Accounts : TE Arrears 0 BE Arrears 0 [Yes]

**Alumni Information (Adding New)**

Roll No. : 12101A0024

**Student Details:**  
 Status : Passed out  
 Name : PRACHI SUGDARE  
 Mobile : 0000000000  
 Email : 123@abc.com  
 Quota : TFW

Facebook Link : prachibs1234@rediffmail.com  
 Aggregate CGPI : 6.81  
 Job / Higher Study / Self Employed / Other :  Job

Company : OTHER Type :  
 Department : INFORMATION TECHNOLOGY Designation :  
 Package (LPA) : 2 Location :  
 District : MUMBAI State :  
 Were Placed : On their Own

Request is Approved, hence cannot be edited

### 2.1.4 Update Admission Category

- Admin can update caste category by clicking on the respective tab present under admission module

Update Admission Category

Roll No. : 14102A0056 Load Search Student

Roll No.	Student Name	Course Year	Semester	Category
14102A0056	BHAVIK BAKRANIYA	BE	Sem 8	OPEN CATEGORY

Save (F2) Cancel (ESC)

Select category for BHAVIK BAKRANIYA

### 2.1.5. Leaving Certificate

- This is under admission module. Student have to fill this form and submit it to the Admin which later after verification will get printed on the letter head.

Leaving Certificate (Editing Record)

Roll Number : 13118C0058 St. No. : VIT6903

01. Name of the Institute : Vidyalankar Institute of Technology

02. Name of the affiliating Body : UNIVERSITY OF MUMBAI

03. Name of the Student : NIRIKSHA DINESH SHETH MEENA

04. Religion / Caste and sub-caste : HINDU

05. Place of Birth : --

06. Nationality : INDIAN

07. Date of Birth : 21-12-1995

08. Last school/college attended : SHREE S. K. SOMAIYA VINAY MANDIR, MUMBAI

09. Date of Admission to this Institute : 01-08-2013

10. Progress : SATISFACTORY

11. Conduct : GOOD

12. Date of leaving this Institute : 22-08-2017 Clear

13. Course in which studying : INFORMATION TECHNOLOGY

14. Reason for leaving this institute : COMPLETED THE COURSE SUCCESSFULLY

15. Remark : --

Preview Save (F2) Cancel (ESC)

Read Only View

Admissions -> Leaving Certificate -> Leaving Certificate

LC No	Roll Number	First Name	Middle Name
6903	13118C0058	NIRIKSHA	DINESH
6902	13118C0041	DISHA	SURENDRA
6901	14105A2025	OMKAR	SUHAS
6900	13104A0051	VISHNU	SUBHASH
6899	13104A0003	MIHIR	SANTOSH
6898	14101C2020	SONAL	MANGESH
6897	09-581	VIRAJ	PRAVEEN
5215	10-222	KUNAL	NANDKUMAR
6896	12106B0053	TRISHALA	DINESH
6895	13114B0036	UMESH	SINGH
6894	13103A0015	HETAL	BHARAT
6893	13103A0007	SEBASTIAN	DAVID
6892	13103A0010	ABHISHEK	ANKUSH

(All) Total Records : 1 - 20 of 3156

DOB	Nationality	Date of Admission	Course Name
21-12-1995	INDIAN	01-08-2013	INFORM
20-06-1995	INDIAN	01-08-2013	INFORM
02-12-1994	INDIAN	26-08-2014	BIOME
17-08-1995	INDIAN	01-08-2013	ELECTR
12-09-1995	INDIAN	01-08-2013	ELECTR
29-09-1995	INDIAN	25-08-2014	INFORM
11-09-1990	INDIAN	01-08-2009	BIOME
02-03-1992	INDIAN	07-08-2010	COMPL
22-12-1994	INDIAN	01-08-2012	COMPL
05-07-1995	INDIAN	01-08-2013	ELECTR
21-12-1994	INDIAN	01-08-2013	ELECTR
29-01-1996	INDIAN	01-08-2013	ELECTR
19-04-1995	INDIAN	01-08-2013	ELECTR

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### 2.1.6. Modify Division

- This tab is available under Admission Module. Admin can modify the division details using this tab

**Modify Division (Adding New)**

Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING  
 Semester : SEMESTER IV  
 Division : A

Roll No.	Student Name	Change Div to
16105A0003	ANIRUDH RAO	A
16105A0004	ANUSHREE JOSHI	A
16105A0005	AMIT LAD	B
16105A0006	SAMRIDDI MATHUR	C
16105A0007	AISHWARYA PATIL	A
16105A0008	POOJA SHETTY	A
16105A0009	SHOURYARAJ KALEKAR	A
16105A0010	GAVATRI AROSKAR	A
16105A0012	PRADNYA KILLEDAR	A
16105A0015	SANCHIT DATU	A

Buttons: Search (F8), Refresh (F4), New (F2), Load Students, Save (F2), Cancel (ESC)

### 2.1.7 Issue Railway Concession

- Students will first apply for Railway Concession using their credential and the department executive can process the request using this tab which is present in Admission module

**Issue Railway Concession (Adding New)**

Level :  All Course : ELECTRONICS & TELECOMMUN  All Syllabus :  All  
 Semester :  All Shift :  All Division :  All

Sr. No.	Applic. Date	Roll Number	Name of Student	Level	Sem	Shift	Div	From	To	Concession Form No.	Status	Action
1	20-04-2018	17104C2026	VICHARE KEDAR PRASHANT PRIYANKA	2ND YR	4	2ND SHIFT	C	BANDRA	VADALA ROAD		Request pending	Process
2	21-04-2018	16104A2007	JAIWAR PRITESH MAHENDRAKUMAR	2ND YR	6	DAY SHIFT	A	THAKURLI	VADALA ROAD		Request pending	Process
3	21-04-2018	16104C2049	NIGADE SHRADDHA SUNIL SUSHILA	2ND YR	6	2ND SHIFT	C	KURLA	VADALA ROAD		Request pending	Process
4	21-04-2018	17104C2027	MORVEKAR MAYUR AJIT ASMITA	2ND YR	4	2ND SHIFT	C	BADLAPUR	DADAR		Request pending	Process
5	22-04-2018	11-445	RATHOD DHIRAJ GAMBHIRRAO	UG	8	DAY SHIFT	A	KOPAR KHAIRANE	VADALA ROAD		Request pending	Process
6	22-04-2018	14104B0007	AHIRE ASHWINI RAJENDRA SAVITA	UG	8	DAY SHIFT	B	TITWALA	DADAR		Request pending	Process
7	22-04-2018	14104B0018	RATHOD SNEHAL NARAVAN JAMUNA	UG	8	DAY SHIFT	B	CHHATRAPATI SHIVAJI	VADALA ROAD		Request pending	Process
8	22-04-2018	15104A0049	PANDEY RAHUL JAIRAM KRUPA MOOLCHAND	UG	6	DAY SHIFT	A	TITWALA	DADAR		Request pending	Process
9	22-04-2018	16104A0061	GOLA AMANRAJ	UG	4	DAY SHIFT	A	VASAI ROAD	DADAR		Request pending	Process
10	22-04-2018	16104B2001	JANGALE MANALI INJU PRANALI	2ND YR	6	DAY SHIFT	B	THANE	DADAR		Request pending	Process
11	23-04-2018	14104A0021	WAGHMODE MADHAVI MANOHAR	UG	8	DAY SHIFT	A	NERUL	VADALA ROAD		Request pending	Process

Buttons: Load, Read Only View, Cancel (ESC)

### 2.1.8 ID Card Forgot

- Under Security Module, security admin collects the data and issue a Temporary I card.


**Security -> ID Card Issue -> ID Card Forgot**

Search (F8) Refresh (F4) New (F2)

Institute	Roll Number	Name of Student	Level
VIT	16103A0043	SHREY KOTHAVADE	UG
VIT	16102A0039	PRIYANKA LADE	UG
VIT	15103A0075	HUSSAIN NALWALA	UG
VIT	15102A2003	PRIYADARSHANI GANGURDE	2ND
VIT	16105A2021	OMKAR KAPHALE	2ND
VIT	16102A0003	JAINIL MANDAVIA	UG
VSIT	14302D0380	PRANESH PEDNEKAR	UG
VIT	15104B0020	UDDHAV LAWEKAR	UG
VIT	17104A0020	WAJID SHEIKH SHEIKH	UG
VIT	15104A0067	ANKUR PORWAL	UG
VIT	15104C2004	AJAY SANAP	2ND
VIT	14101A0053	NINAD VIBHUTE	UG
VIT	16102A2006	HASNAIN SHAIKH	2ND
VIT	17101A0063	ESHIKA KHANDELWAL	UG
VP	15201A0039	SWAPNIL AVHAD	DIP
VP	16202C0006	SAHIL SHIRODKAR	DIP
VIT	17102B0011	ANJALI RAHANGDALE	UG
VP	16202C0042	SAIMA SHAIKH	DIP
VSIT	15305A0039	ASMITA SURVE	UG

**ID Card Forgot (Editing Record)**

Roll Number : 16103A0043



Institute : Vidyalankar Institute of Technology  
 Name : SHREY KOTHAVADE  
 Level : UNDER GRADUATE  
 Course : ELECTRONICS ENGINEERING  
 Course Year : SECOND YEAR  
 Semester : 4  
 Mobile : 9920176627  
 Email : shreyko2@gmail.com

In last 30 days this student has forgotten ID Card 2 time(s)

Date of Reporting : 24-04-2018

Remarks :

Print Temporary ID Report Forgotton Cancel (ESC)

IT	4	C	23-04-2018	NITIN ADSULKAR	1 times
RAF	6	A	23-04-2018	NITIN ADSULI KAR	2 times

(All) Total Records : 1 - 20 of 11990

Showing 20 Records Per Page Page 1 of 600

## 2.1.9 I card Lost

- This tab is under security module. Security admin collects the details related to this and create a duplicate I-card


**Security -> ID Card Issue -> ID Card Lost**

Search (F8) Refresh (F4) New (F2)

Institute	Roll Number	Name Of Student	Level
VIT	17105A0051	RICHA BHUJBAL	UG
VP	16202A0007	ABHISHEK SHINDE	DIP
VIT	15103C2021	KAVITA SATOSE	2ND YR
VIT	15102A0039	MIHIR JOGLEKAR	UG
VIT	15103C2005	RAJAS DAMLE	2ND YR
VP	17202C0012	SARTHAK TAPARE	DIP
VP	12202C0154	SHUBHAM MALAP	DIP
VP	14201A0049	FIDEL PATIL	DIP
VSIT	16301A0058	SUJAYKUMAR AMRUTHER	UG
VSIT	16303A0005	DIPESH BADADE	UG
VSIT	17311A0031	AKASH KAHAR	UG
VSIT	17302E0039	PRAJESH FONDEKAR	UG
VIT	15101B0061	SUSHANT PATIL	UG
VIT	10-654	KIRTI SURVASE	UG
VIT	17101C2006	PRAJAKTA AROTE	2ND YR
VIT	14102A0002	VINIT PEDNEKAR	UG
VP	17202A0064	HARSH DUTTA	DIP
VSIT	17304A0047	AARUL SINGH	UG
VP	15203B0025	CHINMAY GHOSAI KAR	DIP

**ID Card Lost (Editing Record)**

Roll Number : 17105A0051



Institute : Vidyalankar Institute of Technology  
 Name : RICHA BHUJBAL  
 Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING  
 Course Year : FIRST YEAR  
 Semester : 2  
 Mobile : 9869556665  
 Email : richa.bhujbal@gmail.com

In last 30 days this student has forgotten ID Card 0 time(s)

Date of Reporting : 23-04-2018

Remarks :

Report Lost Cancel (ESC)

BFM	2	A	13-04-2018	SATISH GODE	300	300
CO	6	R	13-04-2018	SATISH GODE	300	300

Receipt No	Remarks	Lost	Status
535877		1 times	Pending
554931		1 times	Pending
554932		2 times	Pending
554886		1 times	Pending
535869		4 times	Pending
535867		2 times	Pending
535864		1 times	Pending
548243		2 times	Pending
548183		1 times	Prepared
548182		1 times	Prepared
548181		1 times	Prepared
554219		1 times	Prepared
554274		1 times	Prepared
554259		1 times	Prepared
554371		1 times	Prepared
535858		1 times	Prepared
548200		1 times	Prepared
535863		1 times	Prepared

(All) Total Records : 1 - 20 of 1038

Showing 20 Records Per Page Page 1 of 52

## 2.1.10 Duplicate I-card Printing

- This is under Security Module. Here he can get complete list of students to whom Duplicate I-cards were issued.

The screenshot shows the VIT V-MIS interface with a 'Duplicate I Card Printing' dialog box open. The dialog box contains a table with the following columns: Sr. No., Institute, Roll Number, Name of Student, Level, Course, Sem, Div, Date of Reporting, Reported By, Fees Paid, and Receipt No. The table lists 9 students with their respective details.

Sr. No.	Institute	Roll Number	Name of Student	Level	Course	Sem	Div	Date of Reporting	Reported By	Fees Paid	Receipt No.
1	VIT	17105A0051	RICHA BHUJBAL	UG	BIOMEC2	A		23-04-2018	NITIN ADSULKAR	Rs.	
2	VP	16202A0007	ABHISHEK SHINDE	DIP	IT	4	A	23-04-2018	NITIN ADSULKAR	Rs.300	535877
3	VIT	15103C2021	KAVITA SATOSE	2ND YR	ETRX	8	C	21-04-2018	SATISH GODE	Rs.300	554931
4	VIT	15102A0039	MIHIR JOGLEKAR	UG	CMPN	6	A	21-04-2018	SATISH GODE	Rs.300	554932
5	VIT	15103C2005	RAJAS DAMLE	2ND YR	ETRX	8	C	20-04-2018	SATISH GODE	Rs.300	554886
6	VP	12202C0154	SHUBHAM MALAP	DIP	IT	2	C	17-04-2018	PRABHAKAR JANVE	Rs.300	535867
7	VP	17202C0012	SARTHAK TAPARE	DIP	IT	2	C	17-04-2018	PRABHAKAR JANVE	Rs.300	535869
8	VP	14201A0049	FIDEL PATIL	DIP	EJ	4	A	16-04-2018	PRABHAKAR JANVE	Rs.300	535864
9	VSIT	16301A0058	SUJAYKUMAR	UG	BMS	4	A	16-04-2018	SATISH GODE	Rs.300	548243

Buttons: Proceed to Print, Cancel (ESC), Click to Select All the Students

### 2.1.11 Inward Details

- This tab is under Registry module. The Department executive can update the inward details in this which will be notified to the concerned person in his dashboard.

The screenshot shows the VIT V-MIS interface with the 'Registry' module selected. Two windows are open: 'New Inward (Editing Record)' and 'Track Document'.

**New Inward (Editing Record) Details:**

- Inward No.: 18770
- Date\*: 24-04-2018
- Time\*: 12:11
- Sender\*: PRANALI JADHAV-BIOM PASSOUT 17
- Letter Type\*: OFFICIAL LETTER (O)
- Staff\*: [Empty]
- Subject\*: NEED LETTER AS SHE PASS FINAL YEAR FROM BIOM
- Reference No.\*: 896-1
- Description: [Empty]
- Remarks: [Empty]

**Track Document Table:**

Sent By	Sent To	Date	Received Is Original	Revert	Rt
SHRUTI CHIBADE	BHARTI JHA	24-04-2018 12:13	No	Yes	No

Buttons: Upload Scan Copy, Track Document, Cancel (ESC)

Message: Document Sent, Cannot Edit

Footer: (Filtered) Total Records : 1 - 20 of 18397, Showing 20 Records Per Page, Read Only View

### 2.1.12. Outward Details

- This tab is under Registry module. The Department executive can update the outward details in this which will be notified to the concerned person in his dashboard.

### 2.1.13. Modify Social Welfare Status

- This tab appears under Admission Module. This is to update the caste validity details.

### 2.1.14. Entry Pass



- This tab appears under security module. Using this security admin can create pass for visitors.

**Security -> Entry Pass -> Entry Pass**

Buttons: Search (F8), Refresh (F4), New (F2), Edit (F7), Delete (Del), Export To Excel, Close All, Close (ESC)

Name of Person	Valid From	Valid To	Req
NAMAN SHAH	15-01-2016	31-12-2016	ERP
PAVAL SHAH	15-01-2016	31-12-2016	ERP
DHEERAJ BABULAL SHAH	01-10-2013	31-12-2015	ERP
JIGNESH DEEPAK DONGARE	01-10-2013	31-12-2015	ERP
SAURABH PANDURANG GHADI	01-10-2013	31-12-2015	ERP

**Long Duration Entry Pass (Edit Mode)**

Name\*

Organisation\*

Valid From\*

Valid To\*

Reason\*

Approved By\*

With Vehicle

[Read Only View](#)

(All) Total Records : 1 - 5 of 5      Showing 20 Records Per Page      Page 1 of 1

### 2.1.15. Guest Register

- This tab appears under Security Module. This is used to record guest/visitors of the Institute.

**Security -> Guest Register -> Guest Register**

Buttons: Search (F8), Refresh (F4), New (F2), Close All, Close (ESC)

Sitor Pass No	Name of Guest	Date of V
5	ADITYA GANDHI	12-05-20
	RAGAHY NARSALAY	05-05-20
5-17	VINITA POPTANI	04-05-20
	GIRISH MASURKAR	29-04-20
7	AMAR PANCHAL	27-04-20
5	CDR BIJUR	25-04-20
5	SHIV SHANKAR	24-04-20
4	ASHUTOSH JADHAV	24-04-20
5	GAURI BHIDE	22-04-20
5	SUNIL SAXENA	21-04-20
4	DR.HITESH VASWANI	21-04-20
5	AMAR PANCHAL	21-04-20
4	MAITHILY SHETTY	19-04-20
5	MINI ARORA	18-04-20
4	DR. RUCHI SAXENA	18-04-20
	JOJI GEORGE/ PRIYANKA ALLEN	12-04-20
	AMIT DHAGE	11-04-20
	RAJESHREE MILIND NAZARE	06-04-20

**Unplanned Guest Register (Editing Record)**

Name\*

Purpose of Visit\*

Whom to see\*

Date Of Visit\*

Entry Time\*  (24 hour format)

Exit Time\*  (24 hour format)

Mobile No.

Goods Carrying

Visitor Pass No.

With Vehicle

OR

[Read Only View](#)

(All) Total Records : 21 - 40 of 2672      Page 2 of 134

### 2.1.16. Vehicle Parking

- This tab appears under Security Module. This is used to record Vehicle Parking details of Employees.

**Vehicle Parking (Editing Record)**

Enter Roll No/Employee Code:

Vehicle Type:  Wheeler

Vehicle Registration No.:

Make:

Model:

License No.:

Remarks:

Driven By:  Self  Driver

Name: Divya Racha  
Mobile: 9870050645  
E-mail: divya.racha@vit.edu.in  
Role: STAFF

Roll No	Student Name	Emp Code	Staff
--	VIT0734	DIVY	
--	VP0344	SATY	
--	VP0059	SANJ	
--	VDT0025	SUHA	
--	VIT0805	ABHI	
--	VIT0817	SHEE	
--	VP0198	SUNJ	
--	VDT0033	ASHV	
--	VP0165	KETA	
--	VIT0881	MEET	
--	VISIT0287	RANJ	
--	VIT0816	SAYL	
--	VP0315	SUYO	

Save (F2) Cancel (ESC)

(All) Total Records : 1 - 20 of 826

### 2.1.17 Parking Sticker

- This tab appears under Security Module. Using this admin can print Parking Stickers for staff.

**Parking Sticker (Read Only View)**

Registration No.\*:

From Date\*:

To Date\*:

Remarks:

Name: Avinashkaur Matta  
Mobile: 9664508573  
Role: Staff  
Driven By: S  
Driver Name: -

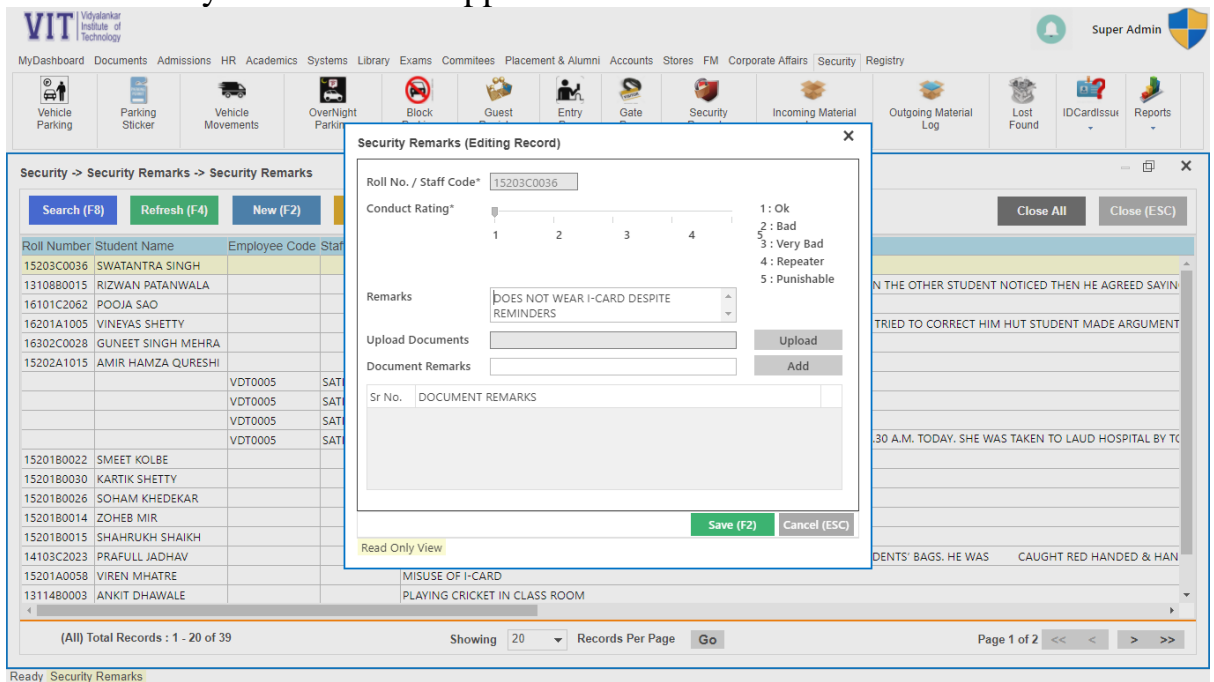
Issued On	Remarks	Ticket No	Valid To
09-01-2018 19:53		00337	09-01-2019
09-01-2018 19:45	WHITE	00336	09-01-2019
09-01-2018 19:38	NA	00045	01-12-2019
09-01-2018 19:21	NA	00051	03-12-2019
09-01-2018 19:20	NA	00023	24-11-2019
09-01-2018 18:34	NA	00001	24-11-2019
09-01-2018 18:34	NA	00009	24-11-2019
09-01-2018 18:34	NA	00010	24-11-2019
09-01-2018 18:33	NA	00015	24-11-2019
09-01-2018 18:33	NA	00017	24-11-2014 31-12-2019
09-01-2018 18:32	NA	00021	24-11-2014 31-12-2019
09-01-2018 18:32	NA	00022	24-11-2014 31-12-2019
09-01-2018 18:32	NA	00028	27-11-2014 31-12-2019
09-01-2018 18:31	NA	00029	27-11-2014 31-12-2019

Save (F2) Cancel (ESC)

(All) Total Records : 1 - 20 of 337

### 2.1.18 Security Remarks

- This tab appears under Security Module. It is used to report any security issues which happens in Institute



**Security Remarks (Editing Record)**

Roll No. / Staff Code\* 15203C0036

Conduct Rating\* 1 2 3 4

1: Ok  
2: Bad  
3: Very Bad  
4: Repeater  
5: Punishable

Remarks DOES NOT WEAR I-CARD DESPITE REMINDERS

Upload Documents Upload

Document Remarks Add

Sr No. DOCUMENT REMARKS

Read Only View

Save (F2) Cancel (ESC)

Roll Number	Student Name	Employee Code	Staff Name
15203C0036	SWATANTRA SINGH		
13108B0015	RIZWAN PATANWALA		
16101C2062	POOJA SAO		
16201A1005	VINEYAS SHETTY		
16302C0028	GUNEET SINGH MEHRA		
15202A1015	AMIR HAMZA QURESHI		
		VDT0005	SAT
		VDT0005	SAT
		VDT0005	SAT
		VDT0005	SAT
1520180022	SMEET KOLBE		
1520180030	KARTIK SHETTY		
1520180026	SOHAM KHEDEKAR		
1520180014	ZOHEB MIR		
1520180015	SHAHRUKH SHAIKH		
14103C2023	PRAFULL JADHAV		
15201A0058	VIREN MHATRE		
13114B0003	ANKIT DHAWALE		

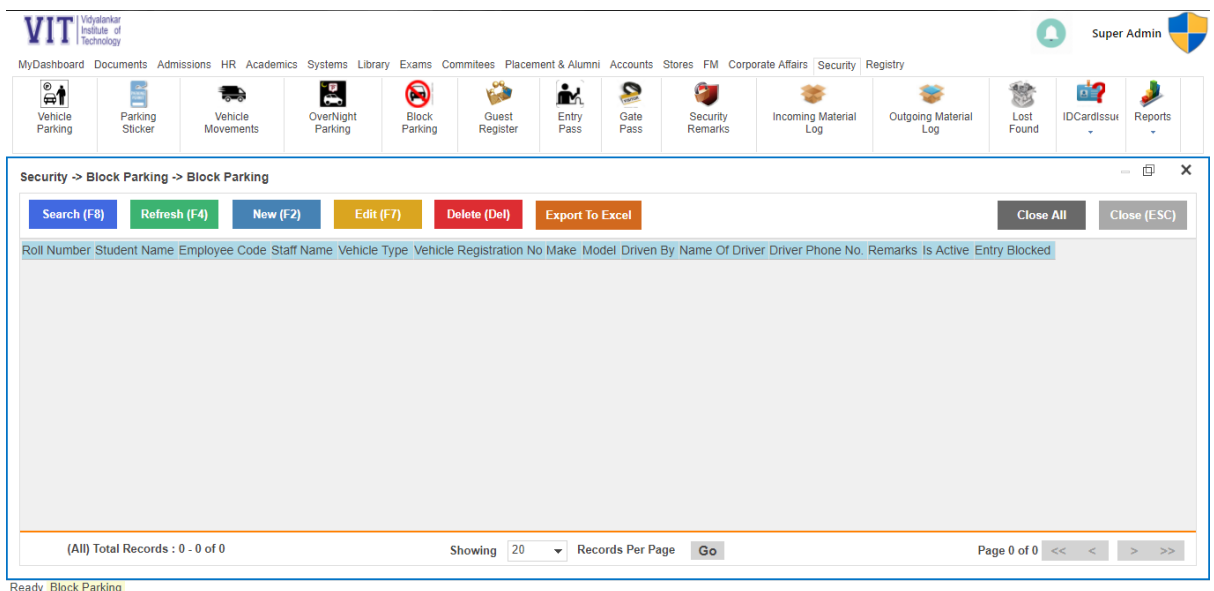
(All) Total Records : 1 - 20 of 39

Showing 20 Records Per Page Go

Page 1 of 2

### 2.1.19 Block Parking

- This tab is under Security Module. It is used to fill parking details.



**Security -> Block Parking -> Block Parking**

Search (F8) Refresh (F4) New (F2) Edit (F7) Delete (Del) Export To Excel

Close All Close (ESC)

Roll Number	Student Name	Employee Code	Staff Name	Vehicle Type	Vehicle Registration No	Make	Model	Driven By	Name Of Driver	Driver Phone No.	Remarks	Is Active	Entry Blocked
-------------	--------------	---------------	------------	--------------	-------------------------	------	-------	-----------	----------------	------------------	---------	-----------	---------------

(All) Total Records : 0 - 0 of 0

Showing 20 Records Per Page Go

Page 0 of 0

### 2.1.20 Overnight Parking

- This tab is under Security Module. This is used to fill details about overnight parking.

Security -> OverNight Parking -> OverNight Parking (Edit Mode)

Search (F8) Refresh (F4)

Vehicle Registration No Approved By

MH-43-AJ-3846	NITIN ADSULKAR
MH-01-CQ-9980	NITIN ADSULKAR
MH-46-AU-0227	NITIN ADSULKAR
MH-02-CV-0937	PRABHAKAR JAN
mh-04-hk-5367	NITIN ADSULKAR
MH-05-AF-5538	NITIN ADSULKAR
MH-46-AL-5332	NITIN ADSULKAR
MH-01-CQ-9980	NITIN ADSULKAR
MH-31-G-3061	NITIN ADSULKAR
MH-01-BU-1329	PRABHAKAR JANVE
MH-08-Q-6573	NITIN ADSULKAR
MH-12-CV-7259	NITIN ADSULKAR
MH-02-DC-2094	NITIN ADSULKAR
MH-01-CF-5525	NITIN ADSULKAR

Vehicle Registration No.\* 3846 (MH-43-AJ-3846) Name Girish Gidaye

Approved By\* NITIN ADSULKAR Mobile 9819289997

From Date\* 10-04-2018 Role Staff

To Date\* 10-04-2018 Driven By Self

Reason\* NOT STARTED Driver Name -

Read Only View Date of Parking expired

22-11-2017	22-11-2017	NOT STARTING	VIT0341	<input type="checkbox"/>
24-10-2017	24-10-2017	BREAK DOWN	VIT0816	<input type="checkbox"/>
19-09-2017	19-09-2017	BREAK DOWN	VP0315	<input type="checkbox"/>
09-09-2017	10-09-2017	BREAK DOWN	V5IT0095	<input type="checkbox"/>
04-08-2017	04-08-2017	BREAK DOWN	VIT0486	<input type="checkbox"/>

(All) Total Records : 1 - 20 of 80 Showing 20 Records Per Page Go Page 1 of 4

### 2.1.21 Gymkhana Login

- This tab is under committee module. It is used to keep track of Gymkhana entry.

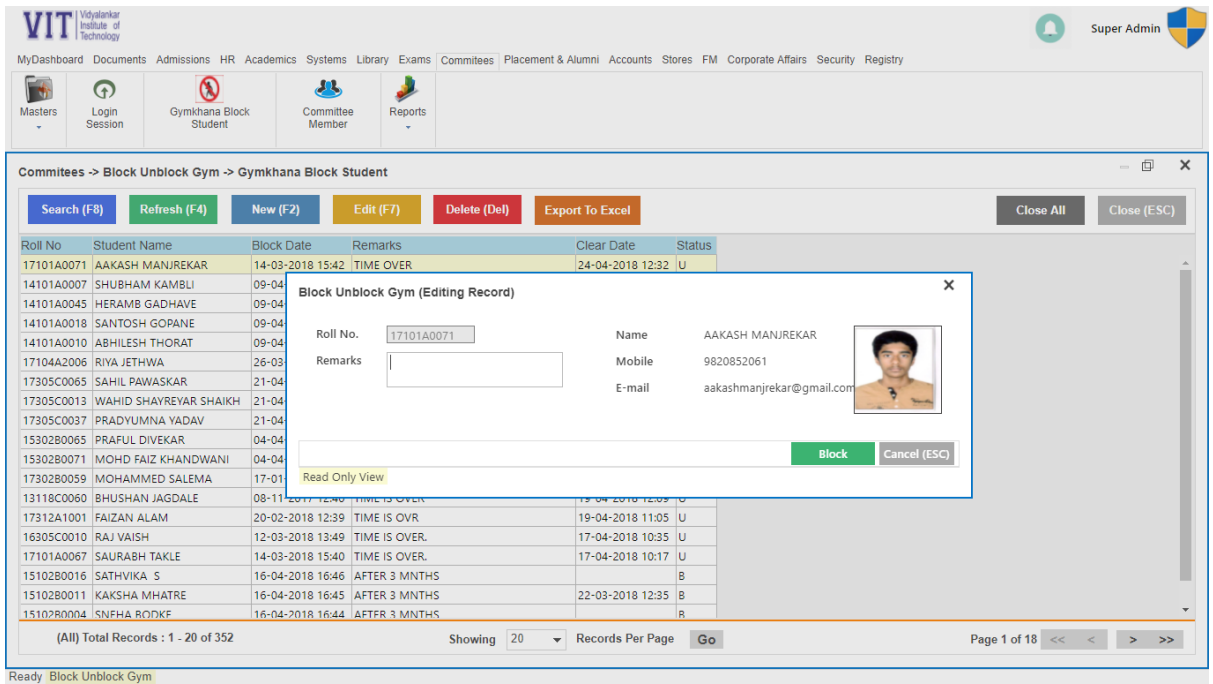
Enter Roll No. [ ] New Entry

Inst	Roll No	Name	In Time	Out Time	Coins	Exit
VIT	1610A0062	SAURABH RAMANE	13:27	14:27	Issue	Exit
VIT	1610A0041	ISHAN TAMBE	13:26	14:26	Issue	Exit
VIT	17106A1007	DEEP GANGAR	13:21	14:21	Issue	Exit
VIT	17106A1012	SAURABH DESHPANDE	13:21	14:21	Issue	Exit
VSIT	16306A1001	ABHISHEK SINGH	13:03	14:03	Issue	Exit
VSIT	16306A1007	KALYANI RAIKAR	13:03	14:03	Issue	Exit
VSIT	16306A1006	TANVI GAWADE	13:03	14:03	Issue	Exit
VSIT	16306A1011	SAGAR SAWANT	13:02	14:02	Issue	Exit
VSIT	15302C0029	KARTHIKEYAN NADAR	12:53	13:53	Issue	Exit
VSIT	15302C0072	ARUL ANANDRAJ -	12:52	13:52	Issue	Exit
VSIT	15302C0023	NIHIL TIWARI	12:52	13:52	Issue	Exit
VSIT	15302C0038	SAIRAM CHAKKA	12:52	13:52	Issue	Exit
VSIT	14302E0283	PRAVEEN VADDEPALLI	12:52	13:52	Issue	Exit
VIT	15104C2014	YASHODHAN JOSHI	12:51	13:51	Issue	Exit
VIT	15103C2050	SANKET DAMANE	12:50	13:50	Issue	Exit

Total Entry 37 Total Exit 9 Current Entry 28 To be Exited 7

### 2.1.22 Block/unblock Gym

- This tab appears under Committee module. It is used to block/unblock a student from entering Gymkhana



MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Masters Login Session Gymkhana Block Student Committee Member Reports

Committees -> Block Unblock Gym -> Gymkhana Block Student

Search (F8) Refresh (F4) New (F2) Edit (F7) Delete (Del) Export To Excel Close All Close (ESC)

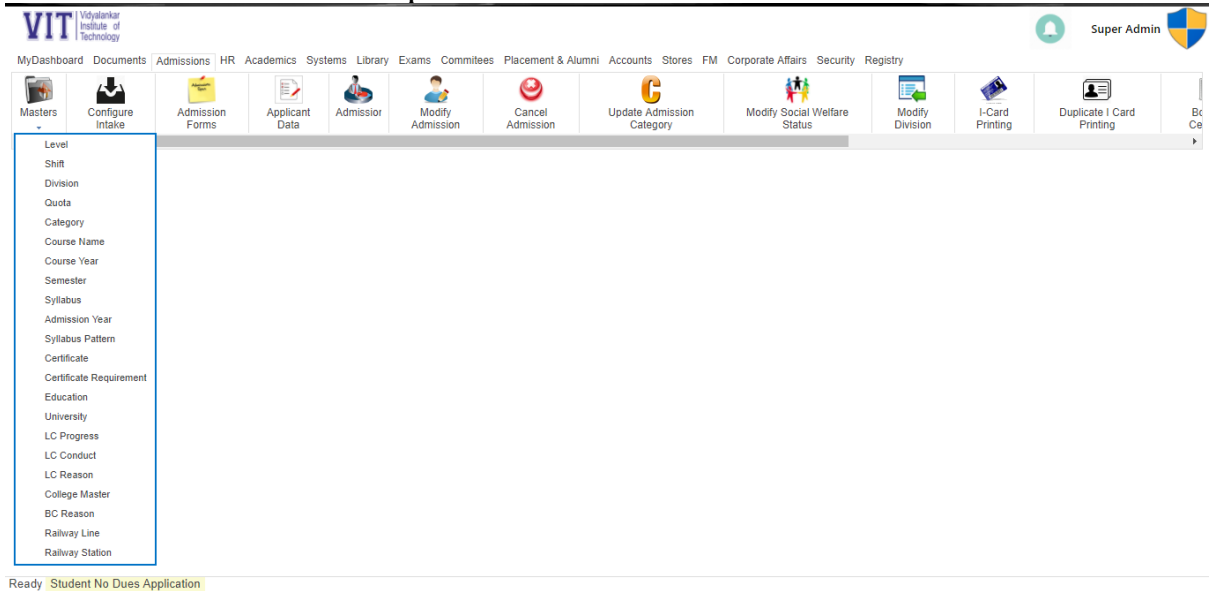
Roll No	Student Name	Block Date	Remarks	Clear Date	Status
17101A0071	AAKASH MANJREKAR	14-03-2018 15:42	TIME OVER	24-04-2018 12:32	U
14101A0007	SHUBHAM KAMBLI	09-04			
14101A0045	HERAMB GADHAVE	09-04			
14101A0018	SANTOSH GOPANE	09-04			
14101A0010	ABHILESH THORAT	09-04			
17104A2006	RIVA JETHWA	26-03			
17305C0065	SAHIL PAWASKAR	21-04			
17305C0013	WAHID SHAYREYAR SHAIKH	21-04			
17305C0037	PRADYUMNA YADAV	21-04			
15302B0065	PRAFUL DIVEKAR	04-04			
15302B0071	MOHD FAIZ KHANDWANI	04-04			
17302B0059	MOHAMMED SALEMA	17-01			
13118C0060	BHUSHAN JAGDALE	08-11	TIME IS OVER	13-04-2018 12:03	U
17312A1001	FAIZAN ALAM	20-02-2018 12:39	TIME IS OVR	19-04-2018 11:05	U
16305C0010	RAJ VAISH	12-03-2018 13:49	TIME IS OVER.	17-04-2018 10:35	U
17101A0067	SAURABH TAKLE	14-03-2018 15:40	TIME IS OVER.	17-04-2018 10:17	U
15102B0016	SATHVIKA S	16-04-2018 16:46	AFTER 3 MNTHS		B
15102B0011	KAKSHA MHATRE	16-04-2018 16:45	AFTER 3 MNTHS	22-03-2018 12:35	B
15102B0004	SNEHA RODKF	16-04-2018 16:44	AFTER 3 MNTHS		R

(All) Total Records : 1 - 20 of 352 Showing 20 Records Per Page Go Page 1 of 18

Ready Block Unblock Gym

## 2.2. Admission

Admission details can be updated in this module



MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Masters Configure Intake Admission Forms Applicant Data Admissior Modify Admission Cancel Admission Update Admission Category Modify Social Welfare Status Modify Division I-Card Printing Duplicate I Card Printing

- Level
- Shift
- Division
- Quota
- Category
- Course Name
- Course Year
- Semester
- Syllabus
- Admission Year
- Syllabus Pattern
- Certificate
- Certificate Requirement
- Education
- University
- LC Progress
- LC Conduct
- LC Reason
- College Master
- BC Reason
- Railway Line
- Railway Station

Ready Student No Dues Application

### 2.2.1 Configure Intake

- Admin can configure intake by clicking the tab Configure Intake and then filling the table stating Intake of Government Quota, Tuition Fee Waver Scheme, JK quota, Institute Quota PM JK and division wise intake distribution and save it.

### 2.2.2 Admission Form

- Using this tab Admin will fill the necessary details about students after admission.

### 2.2.3 Applicant Data

- In this tab students will be required to fill an application form.

**Applicant Data (Adding New)**

Applicant Ref. No.:  Adm. Form No.:

**Course Preferences**  
 Level:  Course:  Category:  Registration No.:

**Personal Details**  
 Name as on the Std. Xth OR Equivalent Certificate:  Date of Birth:  Birth Place:  Gender:  Nationality:   
 First Name:  Middle Name:  Last Name:  Mother Name:  Religion:  Subcaste:  Aadhar Card No.:

**Contact Details**  
 Permanent Address:  Address (to be Printed on the I - Card):  same as Previous  
 Country:  State:  City:  Pin Code:  Country:  State:  City:  Pin Code:   
 India:  Maharashtra:  Mumbai:  India:  Maharashtra:  Mumbai:   
 Mobile:  STD:  Phone:  Email:  Native Place:  Native Place Address:

**Academic Details**

Education Name	Board/University	School/College	Year Of Passing	% Marks/CGPA	Class	Specialization
<input type="checkbox"/> SSC						
<input checked="" type="checkbox"/> HSC						
<input type="checkbox"/> DIPLOMA						

**Merit Details**  
 3th PCM:  Physics:  Chemistry:  Mathematics:  4th Subject:

### 2.2.4 Admission

- After filling the students details once the student gets admitted to our Institute,ERP will fetch the details once he write his reference number and then he can proceed to create ID card.

**Enrollment to VIT**

Reference Number:

Name:   
 Email:   
 Mobile:   
 Address:

**Admission To**  
 VIT Vidyalankar Institute of Technology

Admission Year:   
 Shift:   
 Level:   
 Course:   
 Course Year:   
 Semester:   
 Quota:   
 Division:

Apply Discount (if any)

## 2.2.5 Modify Admission

- This tab is there to allow modification in admission.

## 2.2.6 Cancel Admission

- Admin can update the admission status if the student cancel their admission.



### 2.2.7 I-card Printing

- Using this tab we can print Temporary I-cards of admitted student by filling a particular form.

**Student ID Card Printing**

Admission Year: 2017-2018  
 Course: BIOMEDICAL ENGINEERING  
 Division: A  
 Level: UNDER GRADUATE  
 From: 17105A0 001 To: 17105A0 010


Enter Roll No. (comma seperated):

OR

Face  Back

1 of 2 ? Find | Next

**VIT** Vidyalankar  
Institute of  
Technology

  
 MRUNAL KATKAR  
 BIOMEDICAL ENGINEERING  
 Div A  
 \*17105A0003\*  
 17105A0003

View (F2) Cancel (ESC) Print

### 2.2.8 Reports

- Admin can get consolidated report of admission status, cancelled admission, I card printed etc. by clicking on Reports Tab

The screenshot shows the VIT V-MIS dashboard with a navigation menu at the top. A dropdown menu is open under the 'StudentNoDues' icon, listing various document types. The status bar at the bottom indicates 'Ready Student No Dues Application'.

Document Type
Admission Forms Selling
Student Photos
Detailed Admission
DuplicateAdmissionLetter
Admission Summary
Admission Cancelled
Categorywise Admission
Gender Based Admission Summary
Handicap or Learning Disability
Pending Certificates
Student Details
Live Admission Reports
Leaving Certificate Issued
Configured Admission Intake
Railway Concession Issued
Configured Admission Fees
Student Kundali
Modified Admissions
Print Roll Number Barcode
Student Attendance List
Temporary ID Card

### 2.3.Documents

This module contains Standard Operating Procedure(SOP) for various activities. It contains Vision and Mission and Statutory Approval.

The screenshot shows the 'Documents -> Masters -> Document Type' interface. A table lists document types, and a dialog box is open for editing the 'SOP' record.

Document Name	Document Description
SOP	SOP
VISION-MISSION-PROGRAM	VISION-MISSION-PROGRAM
VISION-MISSION-INSTITUTE	VISION-MISSION-INSTITUTE
LIBRARY	LIBRARY INFORMATION
STUDENT DOCUMENTS	DOCUMENTS RELATED TO STUDENT
HANDBOOKS/MANUAL	HANDBOOKS/MANUAL
DIARY	DIARY
POLICY DOCUMENTS	POLICY DOCUMENTS
STATUTORY APPROVALS	STATUTORY APPROVALS

**Document Type (Editing Record)**

Document Name : SOP

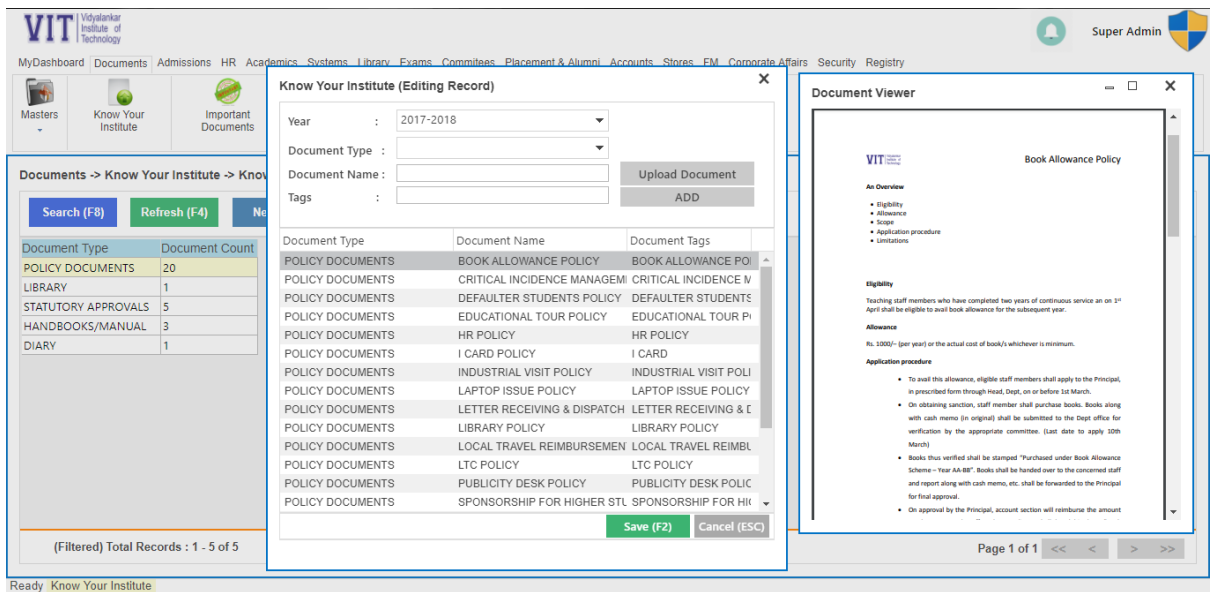
Description : SOP

Is Active

Save (F2) Cancel (ESC)

Read Only View

#### 2.3.1 Know Your Institute



The screenshot displays the VIT V-MIS interface. At the top, there is a navigation menu with options like MyDashboard, Documents, Admissions, HR, Academics, Systems, Library, Exams, Committees, Placement & Alumni, Accounts, Stores, EM, Corporate Affairs, Security, and Registry. The user is logged in as 'Super Admin'.

The main content area is divided into several sections:

- Documents -> Know Your Institute -> Know Your Institute**: This section contains a search bar (F8), a refresh button (F4), and a table showing document counts.
- Table: Document Type vs Document Count**

Document Type	Document Count
POLICY DOCUMENTS	20
LIBRARY	1
STATUTORY APPROVALS	5
HANDBOOKS/MANUAL	3
DIARY	1

Below the table, it indicates "(Filtered) Total Records : 1 - 5 of 5".

The **Know Your Institute (Editing Record)** window is open, showing a form for editing a document record. The form includes fields for Year (2017-2018), Document Type, Document Name, and Tags. There are buttons for 'Upload Document', 'ADD', 'Save (F2)', and 'Cancel (ESC)'.

The **Document Viewer** window is also open, displaying the 'Book Allowance Policy' document. The document content includes:

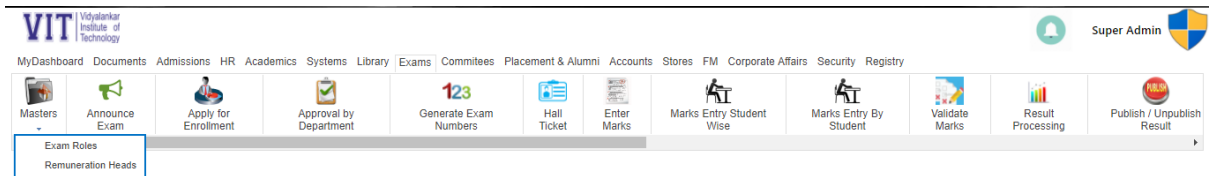
- An Overview**: Lists Eligibility, Allowance, Scope, Application procedure, and Limitations.
- Eligibility**: Teaching staff members who have completed two years of continuous service on or 1<sup>st</sup> April shall be eligible to avail book allowance for the subsequent year.
- Allowance**: Rs. 1000/- (per year) or the actual cost of book/s whichever is minimum.
- Application procedure**:
  - To avail this allowance, eligible staff members shall apply to the Principal, in prescribed form through head, Dept., on or before 1<sup>st</sup> March.
  - On obtaining sanction, staff member shall purchase books. Books along with cash memo (in original) shall be submitted to the Dept office for verification by the appropriate committee. (Last date to apply 10<sup>th</sup> March)
  - Books thus verified shall be stamped "Purchased under Book Allowance Scheme - Year AA-BB". Books shall be handed over to the concerned staff and report along with cash memo, etc. shall be forwarded to the Principal for final approval.
  - On approval by the Principal, account section will reimburse the amount

Page 1 of 1

## 2.4. Examination

Every education institute organizes assessment / examination to evaluates progress of their Students.

For this in our ERP we have divided the work in following module :



MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

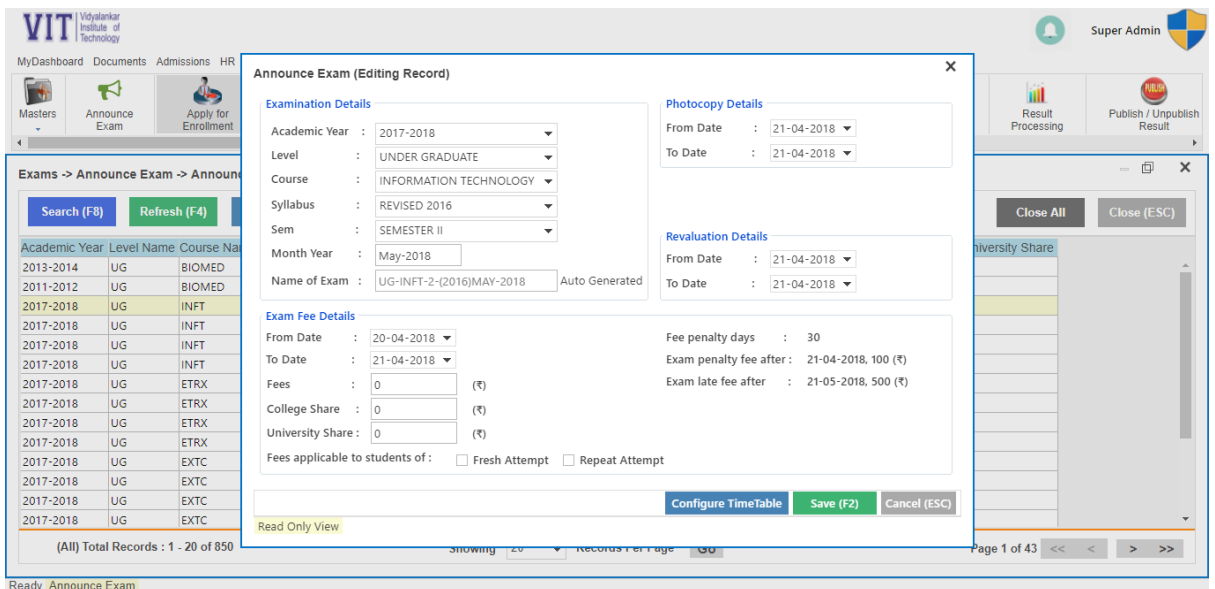
Masters Announce Exam Apply for Enrollment Approval by Department Generate Exam Numbers Hall Ticket Enter Marks Marks Entry Student Wise Marks Entry By Student Validate Marks Result Processing Publish / Unpublish Result

Exam Roles Remuneration Heads

Ready Student No Dues Application

## 2.4.1 Announce Exam

- Exam Admin has to announce exam first by going to the tab **Announce Exam** where he will fill all the detail related with Examination, Photocopy, Renumeration and Exam Fees and save it.



**Announce Exam (Editing Record)**

**Examination Details**

Academic Year : 2017-2018  
 Level : UNDER GRADUATE  
 Course : INFORMATION TECHNOLOGY  
 Syllabus : REVISED 2016  
 Sem : SEMESTER II  
 Month Year : May-2018  
 Name of Exam : UG-INFT-2-(2016)MAY-2018 Auto Generated

**Photocopy Details**

From Date : 21-04-2018  
 To Date : 21-04-2018

**Revaluation Details**

From Date : 21-04-2018  
 To Date : 21-04-2018

**Exam Fee Details**

From Date : 20-04-2018  
 To Date : 21-04-2018  
 Fees : 0 (₹)  
 College Share : 0 (₹)  
 University Share : 0 (₹)  
 Fees applicable to students of :  Fresh Attempt  Repeat Attempt

Fee penalty days : 30  
 Exam penalty fee after : 21-04-2018, 100 (₹)  
 Exam late fee after : 21-05-2018, 500 (₹)

Buttons: Search (F8), Refresh (F4), Configure TimeTable, Save (F2), Cancel (ESC)

Table: Exams -> Announce Exam -> Announ

Academic Year	Level Name	Course Na
2013-2014	UG	BIOMED
2011-2012	UG	BIOMED
2017-2018	UG	INFT
2017-2018	UG	INFT
2017-2018	UG	INFT
2017-2018	UG	ETRX
2017-2018	UG	ETRX
2017-2018	UG	ETRX
2017-2018	UG	ETRX
2017-2018	UG	EXTC
2017-2018	UG	EXTC
2017-2018	UG	EXTC
2017-2018	UG	EXTC

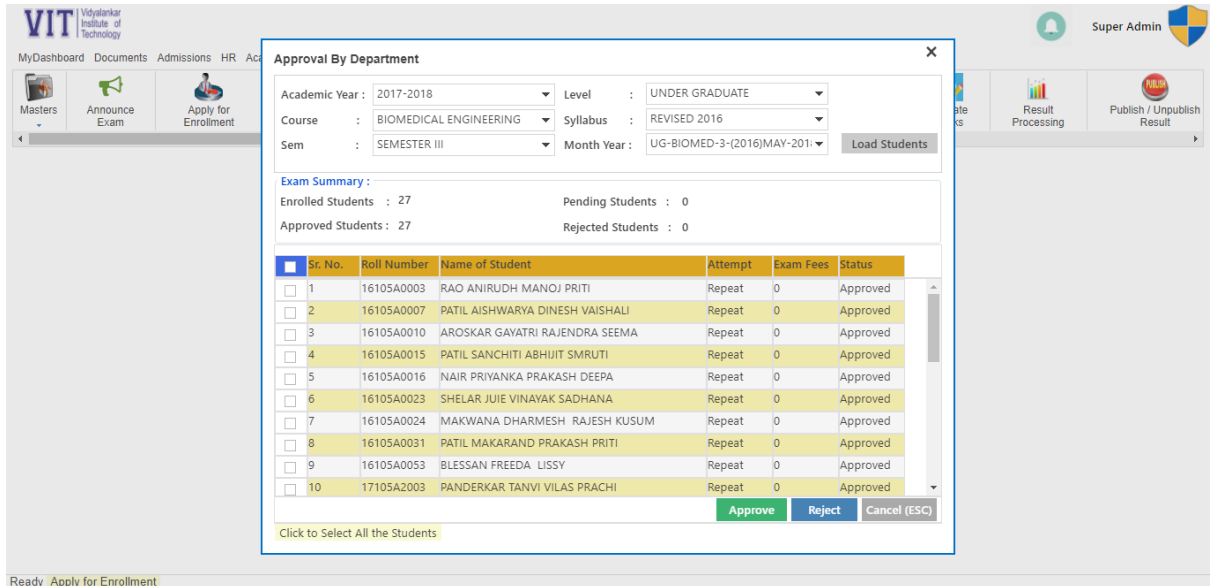
(All) Total Records : 1 - 20 of 850

Page 1 of 43

2.4.2 Apply for Enrolment: Admin will then enrol students for the exam based on eligibility criteria.

2.4.3 Approval by Department:

- Exam admin will fill the form putting details about Academic Year, level, course, syllabus semester and Month Year.
- Then click on Load students
- Click on Approve if student is eligible for the exam.



**Approval By Department**

Academic Year : 2017-2018    Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING    Syllabus : REVISED 2016  
 Sem : SEMESTER III    Month Year : UG-BIOMED-3-(2016)MAY-2017    **Load Students**

**Exam Summary :**  
 Enrolled Students : 27    Pending Students : 0  
 Approved Students : 27    Rejected Students : 0

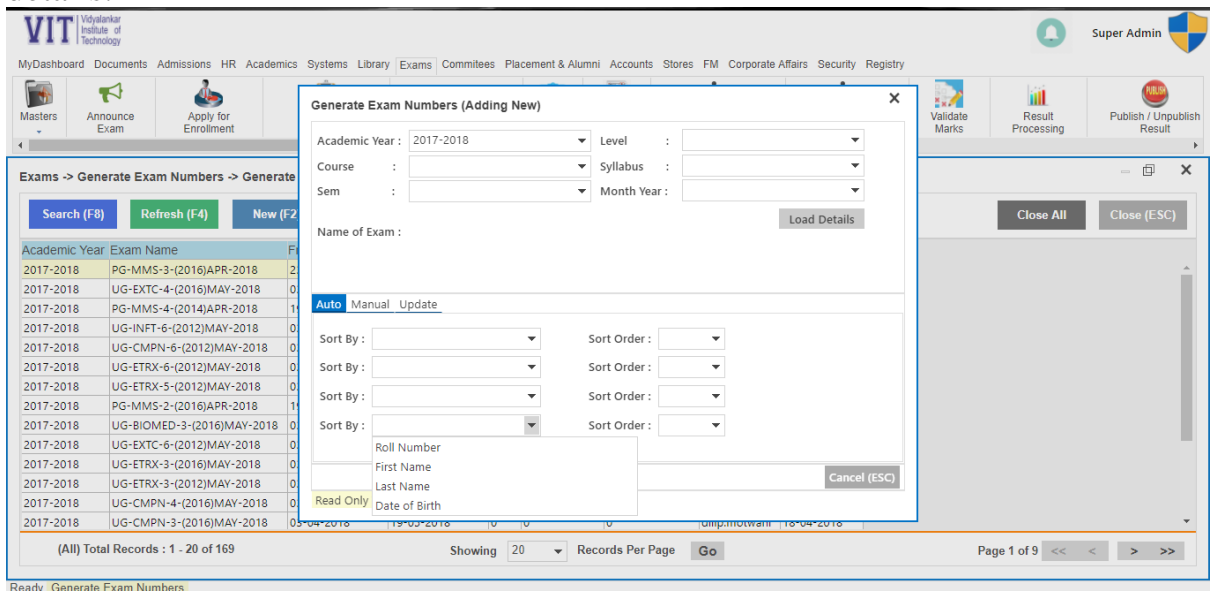
Sr. No.	Roll Number	Name of Student	Attempt	Exam Fees	Status	
<input type="checkbox"/>	1	16105A0003	RAO ANIRUDH MANOJ PRITI	Repeat	0	Approved
<input type="checkbox"/>	2	16105A0007	PATIL AISHWARYA DINESH VAISHALI	Repeat	0	Approved
<input type="checkbox"/>	3	16105A0010	AROSKAR GAYATRI RAJENDRA SEEMA	Repeat	0	Approved
<input type="checkbox"/>	4	16105A0015	PATIL SANCHITI ABHIJIT SMRUTI	Repeat	0	Approved
<input type="checkbox"/>	5	16105A0016	NAIR PRIYANKA PRAKASH DEEPA	Repeat	0	Approved
<input type="checkbox"/>	6	16105A0023	SHELAR JUIE VINAYAK SADHANA	Repeat	0	Approved
<input type="checkbox"/>	7	16105A0024	MAKWANA DHARMESH RAJESH KUSUM	Repeat	0	Approved
<input type="checkbox"/>	8	16105A0031	PATIL MAKARAND PRAKASH PRITI	Repeat	0	Approved
<input type="checkbox"/>	9	16105A0053	BLESSAN FREEDA LISSY	Repeat	0	Approved
<input type="checkbox"/>	10	17105A2003	PANDERKAR TANVI VILAS PRACHI	Repeat	0	Approved

**Approve**    **Reject**    **Cancel (ESC)**

Click to Select All the Students

## 2.4.4 Generate Exam Number:

In this tab Exam Admin can generate Exam Seat Number by filling all the details.



**Generate Exam Numbers (Adding New)**

Academic Year : 2017-2018    Level :  
 Course :    Syllabus :  
 Sem :    Month Year :    **Load Details**

Name of Exam :

**Auto**    **Manual**    **Update**

Sort By :    Sort Order :  
 Sort By :    Sort Order :  
 Sort By :    Sort Order :  
 Sort By :    Sort Order :

Roll Number  
 First Name  
 Last Name  
 Date of Birth

**Cancel (ESC)**

(All) Total Records : 1 - 20 of 169    Showing 20 Records Per Page    Go    Page 1 of 9

## 2.4.5 Hall Tickets:

Hall Tickets can be generated using this tab and students can take its print by logging in their dash board using their individual credential.

#### 2.4.6 Enter Marks:

- Exam admin can enter marks by filling all details about the examination .
- Marks can be entered for all heads like Oral, Term Work, End Semester Exams and Internal Assessment (IA) from University Gazette Copy.
- These marks later then needs to be verified, as it will be useful for students while applying for transcript.

The screenshot displays the 'Enter Marks (Editing Record)' window in the VIT V-MIS system. The window is titled 'Enter Marks (Editing Record)' and contains a form with the following fields:

- Academic Year : 2017-2018
- Level : UNDER GRADUATE
- Course : ELECTRONICS ENGINEERING
- Syllabus : REVISED 2012
- Sem : SEMESTER V
- Month Year : UG-ETRX-5-(2012)NOV-2017
- Subject : DIGITAL COMMUNICATION
- Head of Passing : ORAL

Below the form, there is a table with the following data:

Sr. No.	Exam Seat Number	ORL (25 )
1	35001	20
2	35002	18
3	35003	19
4	35004	16
5	35005	18
6	35006	16
7	35007	17
8	35008	19
9	35009	15
10	35010	17

The interface also includes a 'Cancel (ESC)' button and a 'Read Only View' label at the bottom of the table. The sidebar on the left shows navigation options like 'MyDashboard', 'Documents', 'Admissions', and 'HR'. The top right corner shows the user profile 'Super Admin' and buttons for 'Publish / Unpublish Result' and 'Map Student <-> Syllabus'.

#### 2.4.7 Marks Entry Student Wise

- This tab will be helpful if we have to enter marks of all the eligible students.
- Exam Roll Number we can get from reports from **Reports** tab ,inside that Exam seat Number Report.

**Marks Entry Studentwise (Editing Record)**

Academic Year : 2014-2015    Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING    Syllabus : REVISED 2007  
 Sem : SEMESTER VIII    Month Year : UG-BIOMED-8-(2007)MAY-2015

Marks Entry :  
 Exam Roll No. : 76500238

Sr. No.	Subject Name	ORAL	PAP	TW
1	NUCLEAR MEDICINE	19	78	22
2	BASICS OF VLSI	19	70	21
3	BIOMEDICAL MICROSYSTEMS	18	68	19
4	PROJECT STAGE - II	40		40
5	HOSPITAL MANAGEMENT			
6	DIGITAL IMAGING AND COMMUNICATION IN			
7	ROBOTICS IN MEDICINES			

Save (F2)    Cancel (ESC)

### 2.4.8 Validate Marks:

Students marks are validated, there is also an option for filling grace marks if any.

**Validate Marks (Adding New)**

Academic Year : 2017-2018    Level : POST GRADUATE  
 Course : MASTERS OF MANAGEMENT S    Syllabus : REVISED 2016  
 Sem : SEMESTER III    Month Year : PG-MMS-3-(2016)NOV-2017  
 Subject : BIG DATA & BUSINESS ANALYT    Head of Passing : ESE  
 Grace Marks : 0

Enter "AB" for Absent Students

Sr. No.	Exam Seat Number	ESE (60 )
1	636050	
2	636051	
3	636052	

Validate    Cancel (ESC)

### 2.4.9 Result Processing

Exam Admin can process the result by filling the form and then click on Process Result tab.

**Result Processing**

Academic Year : 2016-2017  
 Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING  
 Syllabus : REVISED 2012  
 Sem : SEMESTER VI  
 Month Year :   
 Exam Seat Numbers  
 From :   
 To :   
 Date to be Printed : 24-04-2018

Process Result (F2) Cancel (ESC)

Select Exam Month Year

## 2.4.10 Publish/Unpublish Result

Exam Admin can publish the result by clicking on this tab.

**Publish/Unpublish Result (Editing Record)**

Academic Year : 2017-2018  
 Level : UNDER GRADUATE  
 Course : COMPUTER ENGINEERING  
 Syllabus : REVISED 2012  
 Sem : SEMESTER IV  
 Month Year : UG-CMPN-4-(2012)NOV-2017

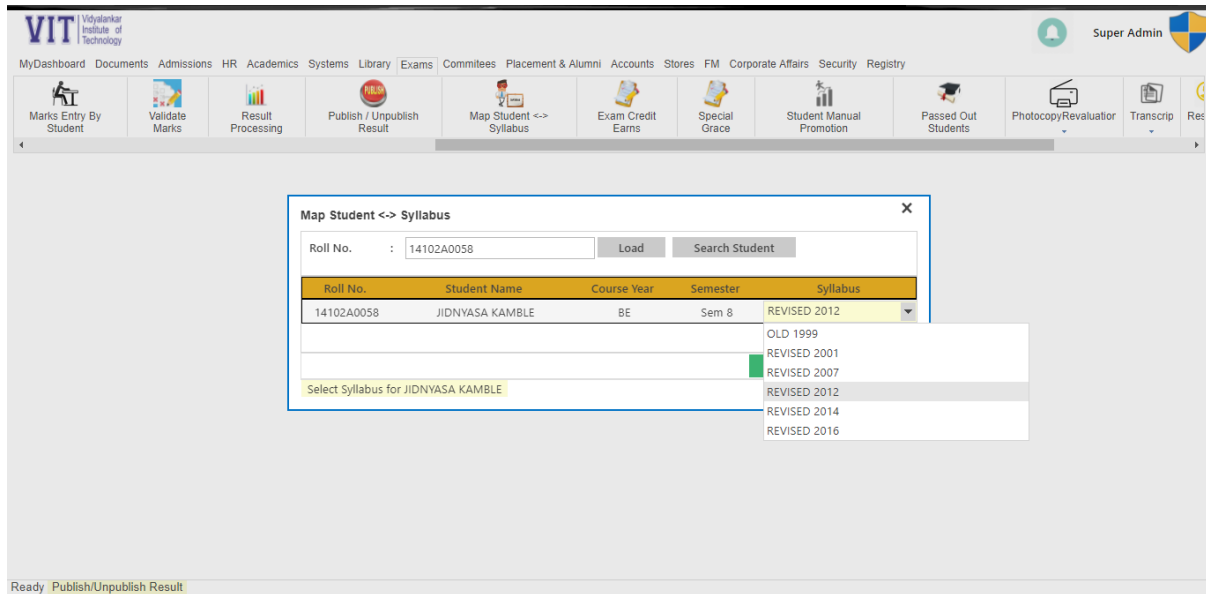
Unpublish Result Cancel (ESC)

Read Only View

## 2.4.11. Map Student-Syllabus

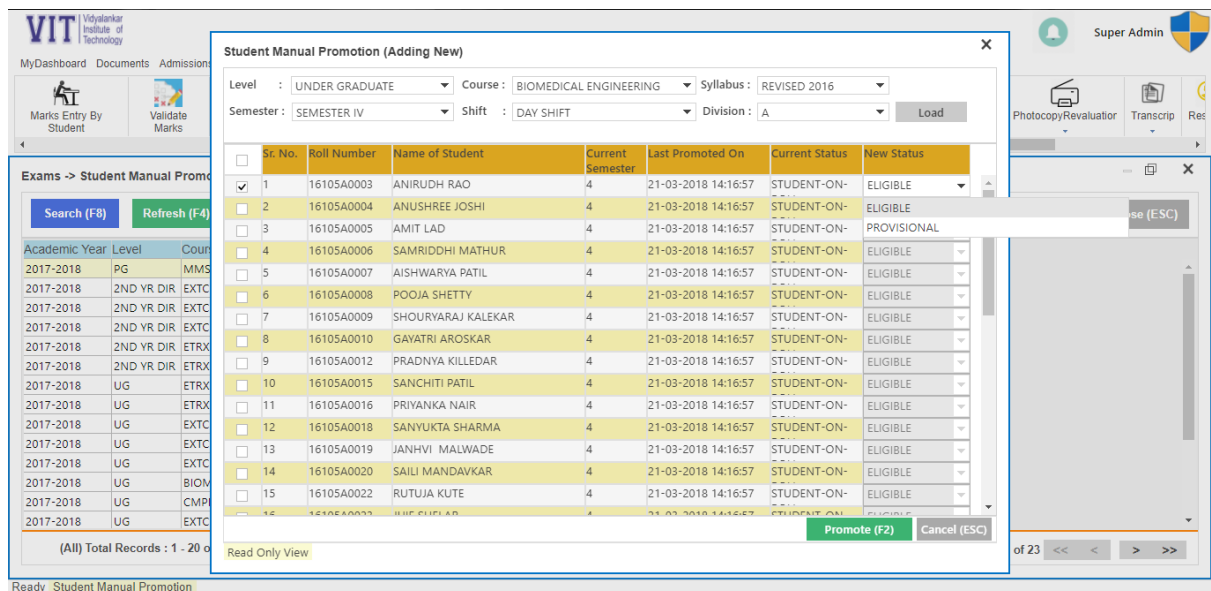


As there can be many students who might be giving exams based on old syllabus because of DROP/KT so for such details this tab is there, where exam admin can map student with the syllabus.



#### 2.4.12 Student Manual Promotion

This tab will help Exam admin to change the status of students i.e. Eligible or provisional.



#### 2.4.13 .Passed Out Students

This tab will be useful in modifying the admission status of student whether he is Active or Ex-Student.

Sr. No.	Roll Number	Name of Student	Current Semester	Last Promoted On	Current Status	New Status
1	16105A0003	ANIRUDH RAO	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
2	16105A0004	ANUSHREE JOSHI	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
3	16105A0005	AMIT LAD	4	21-03-2018 14:16:57	STUDENT-ON-	EX STUDENT-A
4	16105A0006	SAMRIDDHI MATHUR	4	21-03-2018 14:16:57	STUDENT-ON-	EX STUDENT-D
5	16105A0007	AISHWARYA PATIL	4	21-03-2018 14:16:57	STUDENT-ON-	EX STUDENT
6	16105A0008	POOJA SHETTY	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
7	16105A0009	SHOURVARAJ KALEKAR	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
8	16105A0010	GAYATRI AROSKAR	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
9	16105A0012	PRADNYA KILLEDAR	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
10	16105A0015	SANCHITI PATIL	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
11	16105A0016	PRIVANKA NAIR	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
12	16105A0018	SANYUKTA SHARMA	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
13	16105A0019	JANHVI MALWADE	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
14	16105A0020	SAILI MANDAVKAR	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT
15	16105A0022	RUTUJA KUTE	4	21-03-2018 14:16:57	STUDENT-ON-	PASSED-OUT

## 2.4.14. Transcript

- Students who go for MS or any higher education will apply for Transcript. Using ERP, Exam admin can approve/disapprove based on the details which is fetched from the database of ERP.

Sr. No.	Name of Subject	Head of Passing Name	Head of Passing Marks	Marks Obtained
1-	APPLIED MATHEMATICS -I	PAP	100	64
2-	APPLIED SCIENCE -I	PAP	100	67
3-	APPLIED SCIENCE -I	TW	25	21
4-	ENGINEERING MECHANICS	PAP	100	56
5-	ENGINEERING MECHANICS	TW	25	20
6-	BASIC ELECTRICAL ELECTRONICS ENGINEERING	PAP	100	50
7-	BASIC ELECTRICAL ELECTRONICS ENGINEERING	TW	25	20
8-	COMPUTER PROGRAMMING -I	PAP	100	62
9-	COMPUTER PROGRAMMING -I	TW	25	22

- After this if all marks details are available for all the semester then Exam admin can Grant the transcript.

**Transcript Grant (Editing Record)**

Roll Number : 07-259 Load Print First Page

**Student Profile:**  
 Institute : Vidyalankar Institute of Technology  
 Name : GRISHMA WAGH  
 Mobile : 0000000000  
 Email : 123@abc.com  
 Quota :  
 Level : UNDER GRADUATE  
 Course : COMPUTER ENGINEERING  
 Course Year : FINAL YEAR  
 Semester : 8  
 Category : SC

Project Title : STEGANOGRAPHY Project Guide : VIPUL DALAL Copies : 3

**Semester Details**

Sr. No.	Select	Semester	Marks Availability	Syllabus	Option	Approval Status	Print
1	<input checked="" type="checkbox"/>	SEMESTER I	Marks Entered	REVISIED 2007	View	Approved	Print
2	<input checked="" type="checkbox"/>	SEMESTER II	Marks Entered	REVISIED 2007	View	Approved	Print
3	<input checked="" type="checkbox"/>	SEMESTER III	Marks Entered	REVISIED 2007	View	Approved	Print
4	<input checked="" type="checkbox"/>	SEMESTER IV	Marks Entered	REVISIED 2007	View	Approved	Print
5	<input checked="" type="checkbox"/>	SEMESTER V	Marks Entered	REVISIED 2007	View	Approved	Print
6	<input checked="" type="checkbox"/>	SEMESTER VI	Marks Entered	REVISIED 2007	View	Approved	Print
7	<input checked="" type="checkbox"/>	SEMESTER VII	Marks Entered	REVISIED 2007	View	Approved	Print
8	<input checked="" type="checkbox"/>	SEMESTER VIII	Marks Entered	REVISIED 2007	View	Approved	Print

Status : **Granted** Reject Grant Cancel (ESC)

Read Only View Paid Fee Amt. Rs. 600

### 2.4.15 Exam Renumeration

- For calculating Exam Renumeration in ERP there is a tab called Exam Renumeration .In this we need to fill details about Internal and External, Subject details, Number of Students and save it.

**Panel Details (Editing Record)**

Academic Year : 2017-2018 Level : UNDER GRADUATE  
 Course : INFORMATION TECHNOLOGY Syllabus : REVISED 2012  
 Semester : SEMESTER VIII Month Year : UG-INFT-8-(2012)MAY-2018  
 Subject : PROJECT - II Remuneration Head : PROJECT ORAL (PER PROJECT GROUP)

Panel Code : VITEP002121

Name of Internal : AJITKUMAR RAVINDRA KHACHANE  
 Name of External : TANUJA K SARODE Name of College :

**Panel Schedule**

Seat No. From	Seat No. To	No. of students	Venue	Date	From Time	To Time
IT21	IT47	5	B201	21-04-2018	13:15	15:45

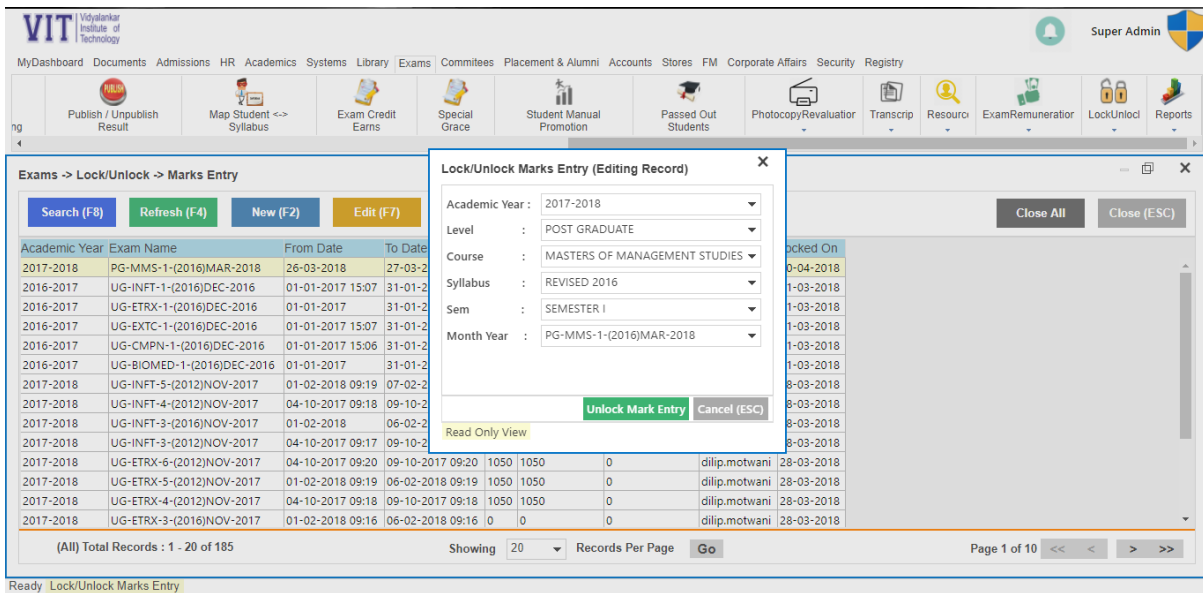
Save (F2) Cancel (ESC)

- Then for payment go to Remuneration Payment Tab and enter Bank details and save it. Payments notification will appear in accounts module and they will do the needful.

## 2.4.16 Lock/Unlock

This tab has drop down menu with two option

- Lock/Unlock Marks Entry: In this we can lock/unlock marks entered by admin if any discrepancy is there.



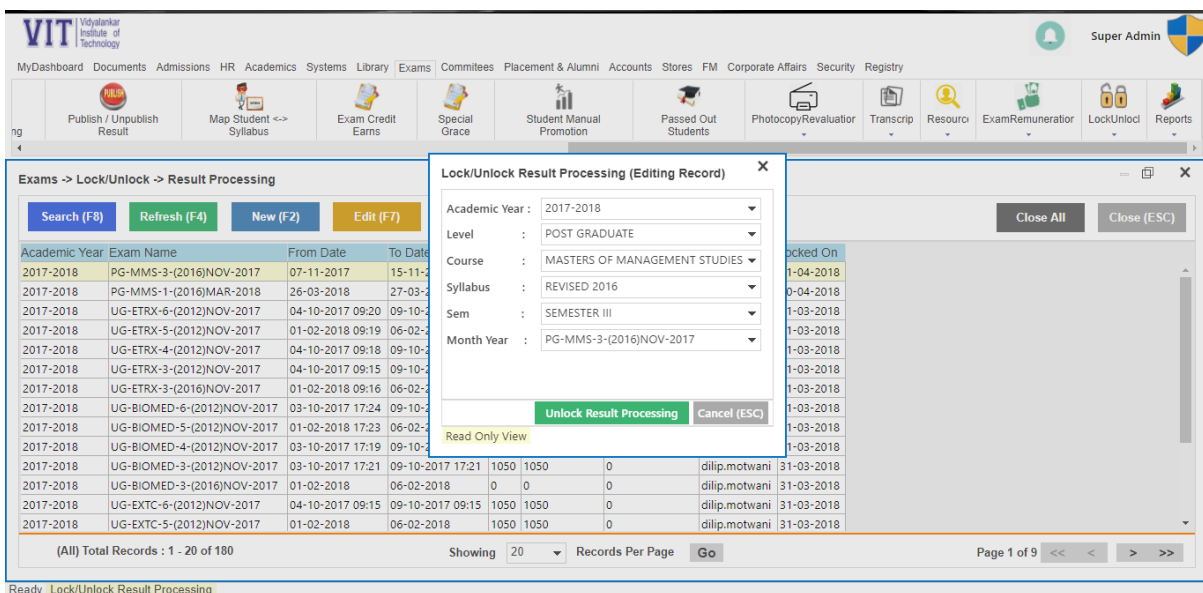
The screenshot shows the VIT V-MIS interface with a 'Lock/Unlock Marks Entry (Editing Record)' dialog box open. The dialog box contains the following fields:

- Academic Year: 2017-2018
- Level: POST GRADUATE
- Course: MASTERS OF MANAGEMENT STUDIES
- Syllabus: REVISED 2016
- Sem: SEMESTER I
- Month Year: PG-MMS-1-(2016)MAR-2018

Buttons: 'Unlock Mark Entry' (green), 'Cancel (ESC)' (grey), 'Read Only View' (yellow).

The background shows a table of exam records with columns: Academic Year, Exam Name, From Date, To Date, and a list of users (dilup.motwani).

- **Lock/Unlock Result Processing:** In this we can lock/unlock result processed by admin if any discrepancy is there.



The screenshot shows the VIT V-MIS interface with a 'Lock/Unlock Result Processing (Editing Record)' dialog box open. The dialog box contains the following fields:

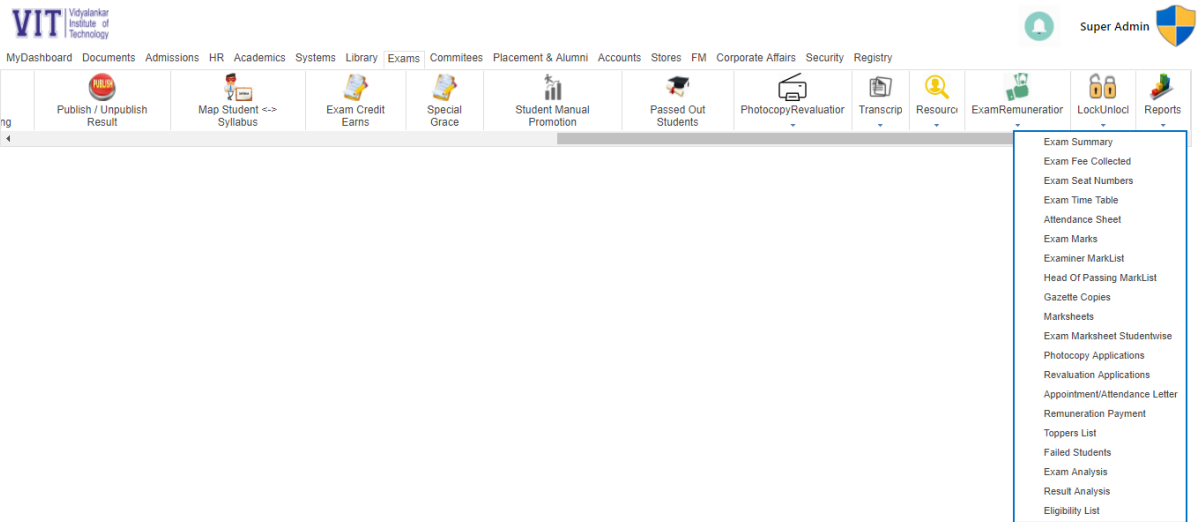
- Academic Year: 2017-2018
- Level: POST GRADUATE
- Course: MASTERS OF MANAGEMENT STUDIES
- Syllabus: REVISED 2016
- Sem: SEMESTER III
- Month Year: PG-MMS-3-(2016)NOV-2017

Buttons: 'Unlock Result Processing' (green), 'Cancel (ESC)' (grey), 'Read Only View' (yellow).

The background shows a table of exam records with columns: Academic Year, Exam Name, From Date, To Date, and a list of users (dilup.motwani).

## 2.4.17 Reports:

All reports generated by ERP can be seen by clicking in this tab.



VIT Vidyalankar Institute of Technology www.vit.edu.in

MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Publish / Unpublish Result Map Student <-> Syllabus Exam Credit Earns Special Grace Student Manual Promoton Passed Out Students Photocopy/Revaluator Transcript Resource Exam Remuneration Lock/Unlock Reports

- Exam Summary
- Exam Fee Collected
- Exam Seat Numbers
- Exam Time Table
- Attendance Sheet
- Exam Marks
- Examiner MarkList
- Head Of Passing MarkList
- Gazette Copies
- Marksheets
- Exam Marksheet Studentwise
- Photocopy Applications
- Revaluation Applications
- Appointment/Attendance Letter
- Remuneration Payment
- Toppers List
- Failed Students
- Exam Analysis
- Result Analysis
- Eligibility List

Ready Student No Dues Application

## 2.5 Finance and Accounts

This Module deals with details of all finance related transaction.

MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Masters Configure Fees Petty Cash Receipt Cheque Bounce Yearly Budget Bulk Exam Fees Vendor Payment Modify Arrears Staff Salary Processing Reconciliator SWFee Adjustment Payment Wallet Topup Reports

- Bank
- Budget Head
- Fee Head
- Fee Type
- Petty Cash Heads

Ready Lock/Unlock Result Processing

## 2.5.1 Configure Fees

- This tab appears under Accounts Module. It is used to keep details of the Admission fees paid by students.

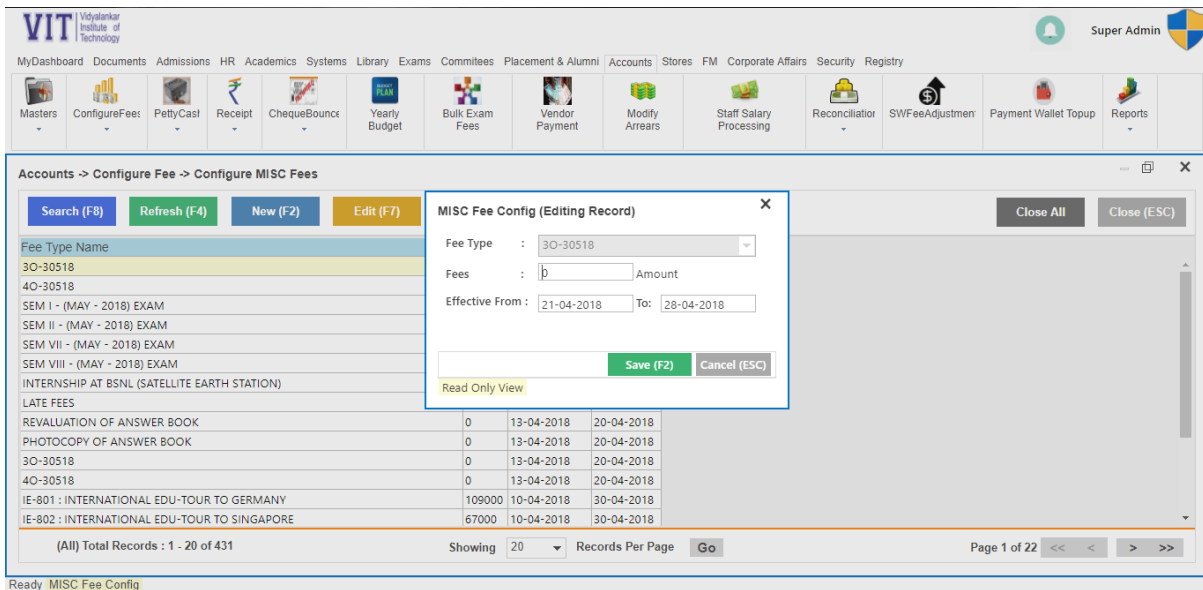
**Fees Configuration (Editing Record)**

Admission Year : 2017-2018 Select Admission Year  
 Payable Admission Year : 2017-2018 Select Payable Admission Year  
 Syllabus : REVISED 2016 Select Syllabus  
 Course : BIOMEDICAL ENGINEERING Select Course CMPN, INFT etc.  
 Level : SECOND YEAR DIRECT Select Level e.g. UG, PG etc. **Add Fees** Total Course Fee: ₹ 4,06,608.00

Course Year	ANTIRAGGING AFFIDAVIT	CONVOCAATION FEES	DEVELOPMENT FEES	ELIGIBILITY AND DOCUMENTS VERIFICATION FEES	EXAMINATION FEES	INSURANCE CHARGES	OTHER FEES	PG REG
SECOND YEAR	0	0	12371	0	870	0	0	
THIRD YEAR	0	0	12045	0	870	0	0	
FINAL YEAR	0	250	12045	0	1320	0	0	

(Filtered) Total Record: Read Only View **Save (F2)** **Cancel (ESC)**

- Configure Miscellaneous Fees



Accounts -> Configure Fee -> Configure MISC Fees

Search (F8) Refresh (F4) New (F2) Edit (F7)

**MISC Fee Config (Editing Record)**

Fee Type : 30-30518  
 Fees : 0 Amount  
 Effective From : 21-04-2018 To: 28-04-2018

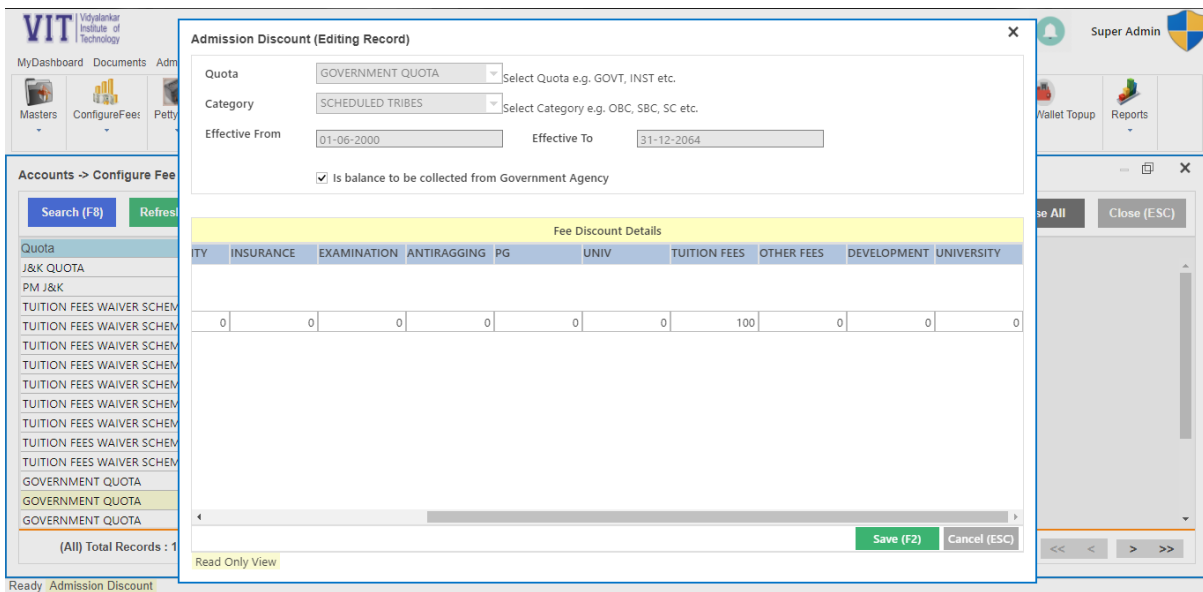
Save (F2) Cancel (ESC)

Read Only View

Fee Type Name	Amount	Effective From	Effective To
30-30518	0	13-04-2018	20-04-2018
40-30518	0	13-04-2018	20-04-2018
IE-801 : INTERNATIONAL EDU-TOUR TO GERMANY	109000	10-04-2018	30-04-2018
IE-802 : INTERNATIONAL EDU-TOUR TO SINGAPORE	67000	10-04-2018	30-04-2018

(All) Total Records : 1 - 20 of 431 Showing 20 Records Per Page Go Page 1 of 22

➤ Configure Scholarship Fees



Accounts -> Configure Fee

Search (F8) Refresh

**Admission Discount (Editing Record)**

Quota : GOVERNMENT QUOTA Select Quota e.g. GOVT, INST etc.  
 Category : SCHEDULED TRIBES Select Category e.g. OBC, SBC, SC etc.  
 Effective From : 01-06-2000 Effective To : 31-12-2064  
 Is balance to be collected from Government Agency

Fee Discount Details

ITY	INSURANCE	EXAMINATION	ANTRAGGING	PG	UNIV	TUITION FEES	OTHER FEES	DEVELOPMENT	UNIVERSITY
	0	0	0	0	0	0	100	0	0

Save (F2) Cancel (ESC)

Read Only View

2.5.2 Petty Cash Head

- This appears under Account Module. It is used to keep track of Petty Cash Payment.



➤ Petty Cash Request

Request For	Requested On	Requested By
Netbanking Amount	20-04-2018 14:26	MILIND TADVALKAR
Cash	10-04-2018 20:38	MILIND TADVALKAR
Cash	10-04-2018 20:41	MILIND TADVALKAR
Cash	02-04-2018 17:22	MILIND TADVALKAR
Netbanking Amount	20-03-2018 17:31	MILIND TADVALKAR
Cash	20-03-2018 17:32	MILIND TADVALKAR
Netbanking Amount	26-02-2018 18:27	MILIND TADVALKAR
Cash	09-03-2018 16:57	MILIND TADVALKAR
Cash	08-03-2018 12:41	MILIND TADVALKAR
Cash	06-03-2018 10:56	MILIND TADVALKAR
Cash	15-02-2018 12:09	MILIND TADVALKAR
Cash	30-01-2018 11:22	MILIND TADVALKAR
Cash	04-01-2018 15:35	MILIND TADVALKAR

➤ Approve Cash

**Accounts -> Petty Cash -> Approve Request**

Search (F8) Refresh (F4)

Request For	Requested On	Requested By
Netbanking Amount	20-04-2018 14:26	MILIND TADVAL
Cash	10-04-2018 20:38	MILIND TADVAL
Cash	10-04-2018 20:41	MILIND TADVAL
Cash	02-04-2018 17:22	MILIND TADVAL
Netbanking Amount	20-03-2018 17:31	MILIND TADVAL
Cash	20-03-2018 17:32	MILIND TADVAL
Netbanking Amount	26-02-2018 18:27	MILIND TADVAL
Cash	09-03-2018 16:57	MILIND TADVAL
Cash	08-03-2018 12:41	MILIND TADVAL
Cash	06-03-2018 10:56	MILIND TADVAL
Cash	15-02-2018 12:09	MILIND TADVAL
Cash	30-01-2018 11:22	MILIND TADVALKAR
Cash	04-01-2018 15:35	MILIND TADVALKAR

**Petty Cash Approve (Editing Record)**

Balances as on 24-Apr-2018

Cash	
Cash in hand Rs.	31154
Unsettled Advances Rs.	118000
Gross Balance Rs.	149154

Date of Request : 20-04-2018  
 Mode of Payment : NETBANKING  
 Amount : 100000  
 Remarks :

View Note Approve Reject Cancel (ESC)

Read Only View

Date	Time	Requester	Approved By	Status	Account No.	Amount	Category	Remarks
01-02-2018	16:17	SUYOG PENKAR		Closed	100310	50000	PETTY CASH	
05-01-2018	17:19	SUYOG PENKAR		Closed	100309	50000	PETTY CASH	

(All) Total Records : 1 - 20 of 330 Showing 20 Records Per Page Page 1 of 17

➤ Petty Cash Receipt

**Petty Cash Receipt (Adding New)**

Balances as on 24-Apr-2018

Cash	
Cash in hand Rs.	31154
Unsettled Advances Rs.	118000
Gross Balance Rs.	149154

Date of Receipt : 24-04-2018  
 Mode of Payment : CASH  
 Reference No. :  
 Amount :  
 Confirm Amount :  
 Received By :  
 Remarks :

Save (F2) Cancel (ESC)

Read Only View

➤ Petty Cash Advance

**Petty Cash Advance (Editing Record)**

Balances as on 24-Apr-2018  
Cash in hand Rs. 31154  
Unsettled Advances Rs. 118000  
Gross Balance Rs. 149154

Date of Request: 03-04-2018  
Issued To: BHARAT THAKAR  
Amount: 1800  
Confirm Amount: \*\*\*\*  
Remarks: DOOR REPAIRING A BLOCK DIRECTOR CAB  
No. of Payments: 2

Reference No	Issued To	Issued By
100573	BHARAT THAKAR	AVINASHKAUR
100579	SAMEER CHAVAN	ASHWINI ZAN
100580	AKHIL KULKARNI	ASHWINI ZAN
100581	NITIN PAWASKAR	ASHWINI ZAN
100582	BHARAT THAKAR	ASHWINI ZAN
100584	ARUN CHAVAN	ASHWINI ZAN
100585	PRASAD SAWANT	ASHWINI ZAN
100586	PRASAD SAWANT	ASHWINI ZAN
100587	VASUDEV POKHARANKAR	ASHWINI ZAN
100588	SHRIKANT VELANKAR	ASHWINI ZAN

(All) Total Records : 1 - 10 of 10

Ready Petty Cash Advance

### 2.5.3 Receipt

- This tab appears under Accounts Module. It is used to print receipt as acknowledgment to the fees paid by student.

**Fee Payment to VIT**

Receipt Type : Student  
Student Roll No.: 15102A0045

Name : ATHARVA DESHPANDE (OPEN) (INST)  
Course : COMPUTER ENGINEERING  
Level : UNDER GRADUATE  
Course Year : THIRD YEAR (Student on Roll)  
Semester : 6  
Mobile : 9820960295  
Email : sachin.deshpande@vit.edu.in

Fee Type	Amount	Paid	Current
SEM VII - (MAY - 2018) EXAM	0.00	0	
SEM II - (MAY - 2018) EXAM	0.00	0	
SEM I - (MAY - 2018) EXAM	0.00	0	
40-30518	0.00	0	
30-30518	0.00	0	
Other	-	-	

Calculated Total :  
Total Amount Paid :  
Confirm Total Amount:  
Payment Mode :

Particular	Amount (₹)
Total Amount to be Paid	4,06,647.00
Total Amount Paid	4,06,647.00
Total Arrears	0.00

Receipt No.	Paid on	Amount (₹)	Pay Mode
550248	01-02-2018	1,230.00	Cheque
544815	22-09-2017	1,37,516.00	Cheque
534922	18-03-2017	300.00	Cash
530297	05-10-2016	425.00	Cash
526644	21-08-2016	1,37,120.00	Cheque
525554	01-08-2016	510.00	Cash

Remarks (Not Printed):  
Remarks (Printed):

Read Only View

- Negative Receipt

**VIT (Negative Receipt)**

Receipt Type : Student

Student Roll No.: 14102A0050

**NO IMAGE AVAILABLE**

Name : SHARAYU SATHE (SBC) (GOVT)  
 Course : COMPUTER ENGINEERING  
 Level : UNDER GRADUATE  
 Course Year: FINAL YEAR  
 Semester : 8  
 Mobile : 8454947363  
 Email : sharayu.sathe123@gmail.com

Fee Type	Amount	Paid	Current
EXAMINATION FEES	780.00	780.00	<input checked="" type="checkbox"/>
Refund/Reimbursement	-	-	

Calculated Total : ₹ 0.00

Total Amount Paid :   
 Confirm Total Amount:   
 Payment Mode : Cheque  
 Bank :   
 Enter CHEQUE No. :   
 Enter CHEQUE Date :

Remarks (Not Printed) :   
 Remarks (Printed) :

Negative for Receipt No. 550848

Payment Summary	Amount (₹)	Payment History			
Total Amount to be Paid	5,21,804.00	Receipt No.	Paid on	Amount (₹)	Pay Mode
Total Amount Paid	2,87,139.00	550848	06-02-2018	780.00	Cheque
Total Arrears	2,34,665.00	548604	22-12-2017	100.00	Cash
		547815	25-11-2017	1,16,732.00	Cheque
		546091	07-10-2017	950.00	Cash
		541665	12-08-2017	15,009.00	Cheque
		538155	13-06-2017	2,500.00	Cash
		534865	18-03-2017	300.00	Cash
		528880	08-09-2016	13,913.00	Cheque

Particular	Amount (₹)
SE - UNIVERSITY FUNDS	110.00
TE - TUITION FEES	1,16,727.00
BE - TUITION FEES	1,17,818.00

### 2.5.4 Cheque Bounce

- This tab appears under Accounts head. It is used to not the details of block/unblocked bounced cheques.

VIT Vidyalankar Institute of Technology Super Admin

MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Masters ConfigureFee PettyCash Receipt ChequeBounce Yearly Budget Bulk Exam Fees Vendor Payment Modify Arrears Staff Salary Processing Reconciliator SWFFeeAdjustment Payment Wallet Topup Reports

**Unblock Cheque Bounced Students**

Name	Roll No.	Effective From	Remarks
<input checked="" type="checkbox"/> NEHA QURESHI	13113A0020	October 29, 2014	Blocking Remarks:
<input type="checkbox"/> JAY BHATIA	13114B0010	November 01, 2014	Blocking Remarks: FUNDS INSUFFICIENT
<input type="checkbox"/> NIRDOSH PATEL	11-159	January 21, 2015	Blocking Remarks: DRAWERS SIGNATURE
<input type="checkbox"/> NABEELA MADIWALE	12105A0064	February 28, 2015	Blocking Remarks: FUND IFSUFFICIENT
<input type="checkbox"/> AKASH ANANDE	11-305	April 11, 2015	Blocking Remarks: FUNDS INSUFFICIENT
<input type="checkbox"/> PRINCEKUMAR	15101A0002	July 17, 2015	Blocking Remarks: SIGNATURE DIFF
<input type="checkbox"/> DHANASHREE PULEKAR	13110B1058	August 28, 2015	Blocking Remarks: FUNDS INSUFFICIENT

Remarks :

Unblock Cheque payment from NEHA QURESHI

Ready Admission Fee Payment

➤ Log Check Bounce

Log Cheque Bounce

Receipt No. :  OR Cheque No. :

Receipt	Name	Amount	Cheque No.	Cheque Date	Bank	
<input checked="" type="checkbox"/>	501196	VARAD PRAKASH PANDIT	121502	000510	August 25, 2014	AXIS BANK

Remarks :

2.5.5 Yearly Budget

- This tab appears under Accounts Module. It is to keep track of Yearly expenditure.

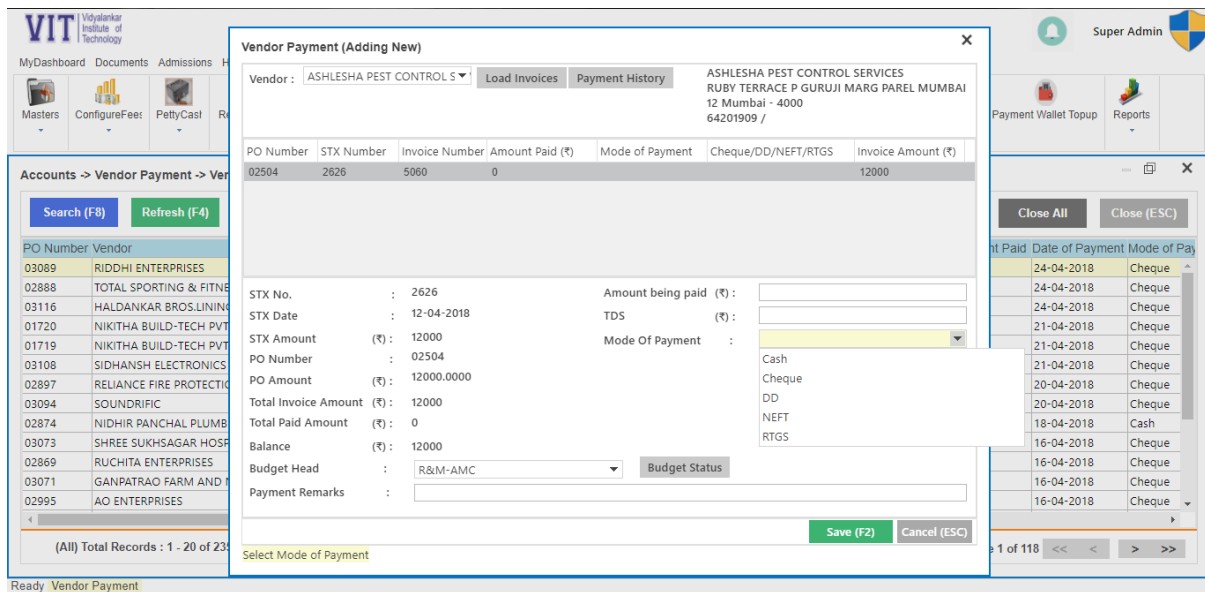
Yearly Budget (Editing Record)

From Date : 01-04-2014 To Date : 31-03-2015 Total Amount : ₹ 19,94,63,637.00

Sr.No.	Budget Head	Amount (Rs.)
1	ACAD SUPPORT-CONTENT DEVELOPMENT	0
2	ACAD SUPPORT-STUDY MATERIAL-PAPER BILLS	0
3	ACAD SUPPORT-STUDY MATERIAL-PRINTING	0
4	AFFILIATION ACCRE-AFFILIATION	0
5	AFFILIATION ACCRE-FEES TO DTE	0
6	AFFILIATION ACCRE-FEES TO PNS	0
7	AFFILIATION ACCRE-FEES TO SSS	0
8	AFFILIATIONS ACCRE- FEES TO AICTE	0
9	ANNUAL FESTIVAL-VERVE-EXPS	0
10	COMPUTER SOFTWARE	2200796
11	COMPUTER SOFTWARE-REVENUE	0
12	CONSUMABLES-APPLIED SCIENCE LAB	0

2.5.6 Vendor Payment

- This tab appears under Accounts Module. It is used to keep track about Vendor details, payment, mode of payment etc.



**Vendor Payment (Adding New)**

Vendor : ASHLESHA PEST CONTROL SERVICES  
RUBY TERRACE P GURUJI MARG PAREL MUMBAI  
12 Mumbai - 4000  
64201909 /

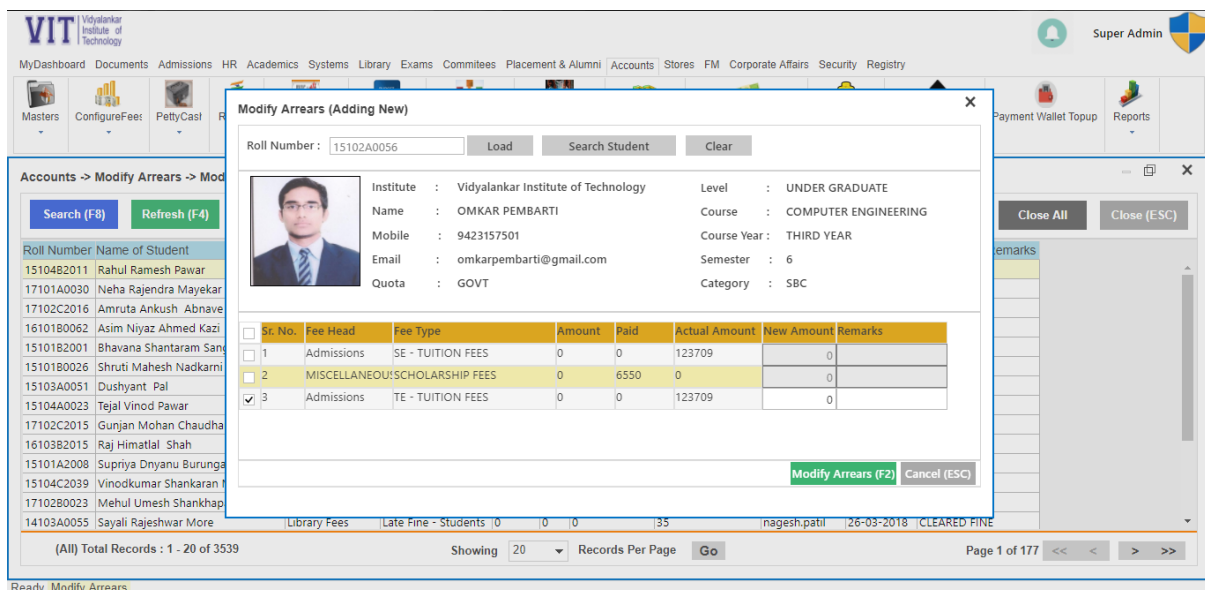
PO Number	STX Number	Invoice Number	Amount Paid (₹)	Mode of Payment	Cheque/DD/NEFT/RTGS	Invoice Amount (₹)
02504	2626	5060	0			12000

STX No. : 2626 Amount being paid (₹) :   
 STX Date : 12-04-2018 TDS (₹) :   
 STX Amount (₹) : 12000 Mode Of Payment :   
 PO Number : 02504  
 PO Amount (₹) : 12000.0000  
 Total Invoice Amount (₹) : 12000  
 Total Paid Amount (₹) : 0  
 Balance (₹) : 12000  
 Budget Head : R&M-AMC Budget Status  
 Payment Remarks :

Save (F2) Cancel (ESC)


### 2.5.7 Modify Arrears

- This tab appears under Accounts module. It is used to update arrears details.



**Modify Arrears (Adding New)**

Roll Number : 15102A0056 Load Search Student Clear

 Institute : Vidyalankar Institute of Technology Level : UNDER GRADUATE  
 Name : OMKAR PEMBARTI Course : COMPUTER ENGINEERING  
 Mobile : 9423157501 Course Year : THIRD YEAR  
 Email : omkarpembarti@gmail.com Semester : 6  
 Quota : GOVT Category : SBC

Sr. No.	Fee Head	Fee Type	Amount	Paid	Actual Amount	New Amount	Remarks
<input type="checkbox"/> 1	Admissions	SE - TUITION FEES	0	0	123709	0	
<input type="checkbox"/> 2	MISCELLANEOUS	SCHOLARSHIP FEES	0	6550	0	0	
<input checked="" type="checkbox"/> 3	Admissions	TE - TUITION FEES	0	0	123709	0	

Modify Arrears (F2) Cancel (ESC)

### 2.5.8 Staff Salary Processing

- This tab appears under Accounts department. It is used to process staff salary. If there exist no discrepancy then save and process it.

StaffSalaryProcessing

Month : May Year : 2018 GO Lock Processing

Emp CodeName	IT	WP From System	WP Considered	Adv/Other Ded	Bank
VIT0376 Aarti Parab		0	0	0	CICI BANK
VIT0063 Abhay Valsangkar		0	0	0	CICI BANK
VIT0895 Abhishek Barve		0	0	0	CICI BANK
VIT0805 Abhishek Pandey		0	0	0	CICI BANK
VIT0690 Ajay Dhruv		0	0	0	CICI BANK
VIT0910 Ajit Ghadge		0	0	0	CENTRAL BANK OF
VIT0636 Ajit Karandikar		0	0	0	CICI BANK
VIT0019 Ajitkumar Khachane		0	0	0	CICI BANK
VIT0880 Akhil Kulkarni		0	0	0	CICI BANK
VIT0291 Akhil Masurkar		0	0	0	CICI BANK
VIT0803 Akshatha Bhat		0	0	0	CICI BANK
VIT0209 Akshay Loke		0	0	0	CICI BANK
VIT0160 Amaya Pethe		0	0	0	CICI BANK

Save Process Cancel (ESC) Publish

### 2.5.9 Reconciliation

This tab appears under Accounts Module.

RR Reconciliation (Editing Record)

Reconciliation Date : 21-04-2018

Receipt From : 554929 Receipt To : 554935

Total Cost : ₹ 47,670.00

Sl No	Amount	X	Receipt No	Amount
1.	2000	X	17	₹ 34,000.00
2.	1000	X	0	₹ 0.00
3.	500	X	21	₹ 10,500.00
4.	200	X	2	₹ 400.00
5.	100	X	27	₹ 2,700.00
6.	50	X	0	₹ 0.00
7.	20	X	3	₹ 60.00
8.	10	X	1	₹ 10.00
9.	5	X	0	₹ 0.00
10.	2	X	0	₹ 0.00
11.	1	X	0	₹ 0.00

Overall Total : ₹ 47,670.00  
Difference : ₹ 0.00

Total Cheque Amount Received : 8950  
Total Cheque Amount Issued : 0

Cancel (ESC)

Read Only View

➤ Petty Cash Reconciliation

**Petty Cash Reconciliation**  
Reconciliation Date : 24-04-2018  
Total Cost : ₹ 31,154.00

Item No.	Quantity	Unit	Status	Amount
1.	2000	X	15	₹ 30,000.00
2.	1000	X	0	₹ 0.00
3.	500	X	0	₹ 0.00
4.	200	X	0	₹ 0.00
5.	100	X	8	₹ 800.00
6.	50	X	4	₹ 200.00
7.	20	X	4	₹ 80.00
8.	10	X	7	₹ 70.00
9.	5	X	0	₹ 0.00
10.	2	X	0	₹ 0.00
11.	1	X	4	₹ 4.00

Overall Total : ₹ 31,154.00  
Difference : ₹ 0.00

➤ Library receipt Reconciliation

**Library Receipt Reconciliation**  
Reconciliation Date : 21-04-2018  
Receipt From: 14750      Receipt To: 14789  
Total Cost : ₹ 4,680.00

Item No.	Quantity	Unit	Status	Amount
1.	2000	X	0	₹ 0.00
2.	1000	X	0	₹ 0.00
3.	500	X	8	₹ 4,000.00
4.	200	X	0	₹ 0.00
5.	100	X	6	₹ 600.00
6.	50	X	0	₹ 0.00
7.	20	X	0	₹ 0.00
8.	10	X	8	₹ 80.00
9.	5	X	0	₹ 0.00
10.	2	X	0	₹ 0.00
11.	1	X	0	₹ 0.00

Overall Total : ₹ 4,680.00  
Difference : ₹ 0.00

2.5.10 SWFee Adjustment



VIT Vidyalankar Institute of Technology

MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Super Admin

Masters ConfigureFee PettyCas

SW Fee Adjustment

Head : Admissions Fee : SW ADJUSTMENT Quota : All

Level : UNDER GRADUATE Course : BIOMEDICAL ENGINEERING Semester : SEMESTER IV

Cat : OBC Elig : All

Load Students Clear

<input checked="" type="checkbox"/>	Sr.No.	Roll	Name	Divisor	Quota	Category	SW Eligible	Payable (Copy to all)
<input checked="" type="checkbox"/>	1	16105A0019	JANHVI MALWADE	A	GOVT	OBC	Not-Eligible	510
<input checked="" type="checkbox"/>	2	16105A0020	SAILI MANDAVKAR	A	GOVT	OBC	Eligible	510
<input checked="" type="checkbox"/>	3	16105A0024	DHARMESH MAKWANA	A	GOVT	OBC	Not-Eligible	510
<input checked="" type="checkbox"/>	4	16105A0031	MAKARAND PATIL	A	GOVT	OBC	Not-Eligible	510
<input checked="" type="checkbox"/>	5	16105A0037	CHINMAY MHATRE	A	GOVT	OBC	Not-Eligible	510
<input checked="" type="checkbox"/>	6	16105A0045	SHRADDHA BHAGADE	A	GOVT	OBC	Not-Eligible	510

Save (F2) Cancel (ESC)

Ready Petty Cash RR

## 2.5.11 Reports

VIT Vidyalankar Institute of Technology

MyDashboard Documents Admissions HR Academics Systems Library Exams Committees Placement & Alumni Accounts Stores FM Corporate Affairs Security Registry

Super Admin

Masters ConfigureFee PettyCas Receipt ChequeBounce Yearly Budget Bulk Exam Fees Vendor Payment Modify Arrears Staff Salary Processing Reconciliator SWFeeAdjustment Payment Wallet Topup Reports

Arrears

- Daily Cheques
- Daily Payments
- Fee From Govt
- Fees Collected
- Payment Order
- Personal Salary Sheet
- Petty Cash Transactions
- Petty Cash Summary
- Print Bulk Receipts
- Receipt Register
- Salary Bank Report
- Staff Salary Sheet
- StudentPaymentHistory
- VCP Accounts Report
- Salary Certificate
- Personal Certificate
- Salary Non Bank Report

Ready Lock/Unlock Result Processing

## 2.6 Planning and Development

### 2.6.1 Activity Calendar

- This tab appears on Dashboard. Here you can update details about an activity.

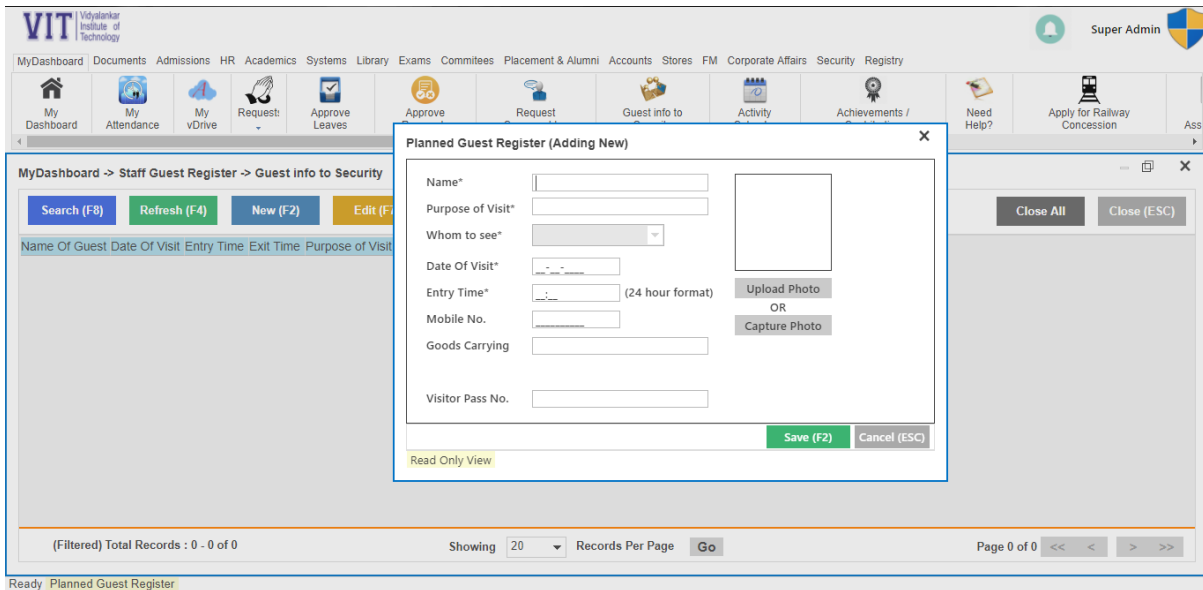
The screenshot displays the 'Activity Calendar (Editing Record)' window. The form contains the following details:

- Activity Name:** ARDUINO WORKSHOP/SEMINAR
- Start Date:** 07-02-2018 | **End Date:** 07-02-2018 | **From Time:** 09:00 | **To Time:** 05:00
- Activity Owner:** AMIT KISHOR NERURKAR | **Activity For:** Student
- Committee:** COMPUTER SOCIETY OF INDIA | **Venue:** [Empty]
- Description:** ARDUINO WORKSHOP/SEMINAR
- CO:** [Empty] | **PO:** [Empty]
- PEO:** [Empty] | **Remarks:** [Empty]
- File Name:** [Empty] | **Upload Document** | **ADD**
- Document Name:** [Empty] | **Uploaded On:** [Empty]
- Is Active |  Activity Done | **Event Color:** Select Color | **Color Preview:** [Empty]
- Save (F2)** | **Cancel (ESC)** | **Visibility**

The sidebar on the left shows a list of activities under 'MyDashboard -> Activity Calendar -> A'. The table on the right shows a list of staff members with columns for 'Conducted' and 'Cor'.

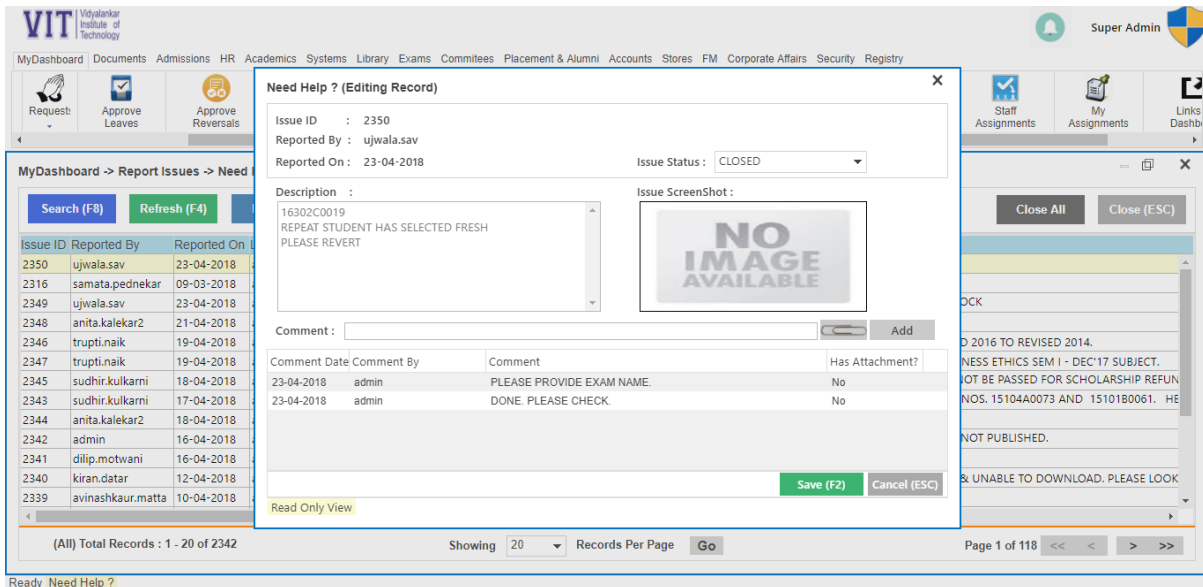
### 2.6.2 Guest Information

- This tab appears on Dashboard under Staff Guest Register. This will directly give notification to security admin.



### 2.6.3 Need Help

- This is separate module which appears on the dash board and it is used to report systems admin for any technical issue related to ERP.



## 2.7 Student and Staff

### 2.7.1 Achievement and Contribution

- Faculties can update their achievement in ERP by going to the tab Achievements and Contribution in Dashboard.

The screenshot shows the VIT V-MIS interface. A modal window titled "Achievements / Contribution (Editing Record)" is open, displaying the following information:

- Employee Code:** VIT0267
- Name:** Rugved Vivek Deolekar
- Mobile:** 9833116223
- Email:** rugved.deolekar@vit.edu.in
- Type of Staff:** Teaching
- Appointment Type:** Regular
- Department:** COMPUTER ENGINEERING
- Designation:** ASSISTANT PROFESSOR
- Category:** OPEN

The record details are as follows:

- From:** 08-04-2018
- To:** 08-04-2018
- Related To:** Education
- Description:** PRESENTED PAPER IN IEEE TECHNICAL CONFERENCE IN PUNE AS COAUTHOR WITH AKSHAY DANGARE
- File Name:** (Empty field)
- Document Name:** (Empty field)
- Is Active:**

Buttons for "Save (F2)", "Cancel (ESC)", "Upload Document", and "ADD" are visible. The background dashboard shows a table with columns "From Date", "To Date", and "R".

### 2.7.2 Know your Institute

- This tab appears under Documents tab.

### 2.7.3 My Receipts

➤ This tab is under Accounts department. In this Students can see their receipts.

Receipt No.	Roll No.	Name	Amount	Date of Payment	Mode of Payment	Cheque No.	Cheque Date	Bank	Is Library RR
554952	17103A2008	PARIKSHIT VILAS MAHAJAN	6950	April 24, 2018	CASH				No
554951	15102A0047	ANIKET ANKUSH PATIL	8950	April 24, 2018	CHEQUE	920058	April 20, 2018	STATE BANK OF INDIA	No
554950	16103A0050	SHUBHANGI DILIP KARANDE	6950	April 24, 2018	CHEQUE	950713	April 24, 2018	STATE BANK OF INDIA	No
554949	17104B2013	VEENITHSAI RAVINDRANATH ADEPU	60000	April 24, 2018	CHEQUE	315257	April 24, 2018	STATE BANK OF INDIA	No
554948	16106B1031	PRANALI MAHENDRA KAMBLE	10	April 24, 2018	CASH				No
554947	16106A1004	PRAGATI PRAKASH SANKPAL	1400	April 24, 2018	CASH				No
554946	17101A0007	ANURAG SAMEER PARADKAR	950	April 24, 2018	CASH				No
554945	16103B0043	SIDDHESH KRISHNA VASKAR	450	April 24, 2018	CASH				No
554944	17104A0024	NAMISHA SANJAY BAGUL	950	April 24, 2018	CASH				No
554943	11-619	APEKSHA GAJANAN MANKAR	950	April 24, 2018	CASH				No
554942	11-619	APEKSHA GAJANAN MANKAR	250	April 24, 2018	CASH				No
554941	16103B0043	SIDDHESH KRISHNA VASKAR	250	April 24, 2018	CASH				No
554940	14103A0077	ARMAN LAL MUHAMMAD MUHAMMAD	250	April 24, 2018	CASH				No
554939	15103C2050	SANKET SUNIL DAMANE	450	April 24, 2018	CASH				No

### 2.7.4 Apply for enrolment

➤ This tab appears under Exam Module

**Apply for Enrollment (Editing Record)**

Roll No. : 16106A1004  
 Name : PRAGATI PRAKASH SANKPAL  
 Level : POST GRADUATE  
 Course : MASTERS OF MANAGEMENT STUDIES  
 Syllabus : REVISED 2016  
 Sem : SEMESTER IV

Month Year : PG-MMS-3-(2016)APR-2018, Apr - 2018  
 Subjects :  Repeat Attempt  Fresh Attempt  
 Fees : ₹ 0.00 (Payable at Accounts Section)

Elective : 1 FINANCIAL MARKETS AND INSTITUTIONS  
 Elective : 2 CORPORATE VALLUATION & M & A  
 Elective : 3 DERIVATIVE & RISK MANAGEMENT  
 Elective : 4 FINANCIAL REGULATIONS  
 Elective : 5 SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT  
 Elective : 6 INVESTMENT BANKING

Buttons: Email / Print, Cancel (ESC)

### 2.7.5 Apply for Photocopy

➤ This tab appears under Exam Module.

**Apply for Photocopy (Editing Record)**

Roll Number : 17106A1001  
 Name : AMEY RANE (OPEN)  
 Level : POST GRADUATE  
 Course : MASTERS OF MANAGEMENT STUDIES  
 Course Year : FIRST YEAR  
 Syllabus : REVISED 2016  
 Semester : 2  
 Mobile : 9619278750  
 Email : amey.rane@protonmail.com

Exam Name : PG-MMS-1-(2016)DEC-2017

Sr. No.	Subject Code	Subject Name	Marks Obtained	Total Marks	Reqd. Marks	Eligibility
<input type="checkbox"/>	1	MMS1.1 PERSPECTIVE MANAGEMENT	39	60	-	Eligible
<input checked="" type="checkbox"/>	2	MMS1.2 FINANCIAL ACCOUNTING	43	60	-	Eligible
<input type="checkbox"/>	3	MMS1.3 OPERATIONS MANAGEMENT	43	60	-	Eligible
<input type="checkbox"/>	4	MMS1.4 MANAGERIAL ECONOMICS	44	60	-	Eligible
<input checked="" type="checkbox"/>	5	MMS1.5 BUSINESS STATISTICS	17	60	-	Eligible
<input type="checkbox"/>	6	MMS1.6 ORGANISATIONAL BEHAVIOUR	38	60	-	Eligible

Total Amount : ₹ 100.00

Buttons: Preview, Apply for Photocopy (F2), Cancel (ESC)

### 2.7.6 Apply for Railway Concession


➤ This tab appears on the dashboard for Student login

**Apply for Railway Concession (Editing Record)**

Roll Number : 15101C2003

Date of Application : 22-04-2018

**Student Details**

Name : ADARSH PRAKASH JADHAV 

Level : 2ND YR DIR

Course : INFT

Course Year : FINAL YEAR

Syllabus : REVISED 2012

Semester : 8

Shift : 2ND SHIFT

Division : C

Category : VJ Gender : Male

Birth Date : 05-08-1996 Age : 21 Years 8 Months

Mobile : 7738758278 Email : adarshjadhav007@gmail.com

Address : H/003,SIDHIVINAYAK RESI PHASE 2,TATA POWER HOUSE,DOMBIVLI(E),Mumbai 421203 MAHARASHTRA INDIA

**Previous Details**

Previous Certificate No. : H618455

Previous Certificate Date : 23-01-2018

Last Season Ticket No. :

Date of expiry of last Season ticket : 23-04-2018

Previous Class : FIRST CLASS

Previous Period : QUARTERLY

**Current Details**

Class : SECOND CLASS

Period : MONTHLY

**Office Use**

Nearest Railway Station : Railway Line Railway Station

Concession form No. : H834376 Issue Date : Status : PRINCIPAL SIGNATURE DONE

Buttons: Help Save (F2) Cancel (ESC)

Read Only View

## 2.7.7 Exam Hall Ticket

This tab appears under exam module.

**Exam Hall Ticket**

VIT Vidyalankar Institute of Technology

**HALL-TICKET**


**Student Details**

Examination Name : PG-MMS-3-(2016)APR-2018

Course Name : MASTERS OF MANAGEMENT STUDIES

Examination Seat Number : 636007

Roll Number : 16106A1004

Name of Student : SANKPAL PRAGATI PRAKASH SHALINI 

**Subject Details**

Sr. No.	Scheme Code	Subject Name	ESE
1	MMS 3.53	FINANCIAL REGULATIONS	✓
2	MMS 3.59	INVESTMENT BANKING	✓
3	MMS3.34	FINANCIAL MARKETS AND INSTITUTIONS	✓

✓ : Head of passing appearing  
✗ : Head of passing Not Applicable

NOTE:  
1. This is electronically generated Hall Ticket. Hence no signature required.

Buttons: Print (F2) Cancel (ESC)

Read Only View

## 2.7.8 Exam Form

- Students can get their exam form under Exam Module.

**Exam Form**

VIT Vidyalankar Institute of Technology **EXAMINATION FORM**

Roll No. 16106A1004 \*16106A1004\* **MASTERS OF MANAGEMENT STUDIES**

To,  
The Principal, Vidyalankar Institute of Technology, Wadala (E), Mumbai - 400037

Sir/Madam, I request permission to present myself for the semester 3 (REVISED 2016) examination to be held in **Apr - 2018**. I hereby declare that I have not joined any other College/s for prosecuting studies for this examination, or have not appeared at the said exam of any other University, or have not joined any other University, for this or any other course. Yours faithfully,

Sign of student: SANKPAL Surname, PRAGATI First, PRAKASH Middle, 0809775516 Mobile

Sr. No.	Scheme Code	Subject Name	ESE
1	MMS 3.33	FINANCIAL REGULATIONS	✓
2	MMS 3.39	INVESTMENT BANKING	✓
3	MMS3.34	FINANCIAL MARKETS AND INSTITUTIONS	✓

**FOR OFFICE USE**

Course Year	Quota	Category	Div	Total Payable	Payable	Paid	Govt. Arrears	College Arrears	Total Arrears	Receipt No.	SW Eligible	SW Status
FIRST YEAR	INST	OPEN	A	₹ 137435.00	₹ 137435.00	₹ 137435.00	₹ 0.00	₹ 0.00	₹ 0.00	523091	-	-
SECOND YEAR	INST	OPEN	A	₹ 140016.00	₹ 140016.00	₹ 140016.00	₹ 0.00	₹ 0.00	₹ 0.00	546891,547357,552751	-	-

✓ : Head of passing appearing   ✗ : Head of passing Not Applicable   El: Eligible   NE: Not Eligible   C: SW Activity Completed   Is SW Activity Incomplete

ON SCRUTINY OF THE DOCUMENTS AND VERIFICATION OF HIS/HER ATTENDANCE DURING THE TERM, I CERTIFY THAT THE STUDENT IS ELIGIBLE FOR APPEARING FOR EXAMINATION AS ABOVE AND HIS APPLICATION ALONG WITH REQUISITE EXAMINATION FEES, WITH LATE FEES AS APPLICABLE, MAY BE ACCEPTED.

Print (F2)   Cancel (ESC)

Read Only View

## 2.7.9 Apply for Revaluation

➤ This tab appears under Exam Module.

VIT Vidyalankar Institute of Technology

MyDashboard Documents Admissions HR Academics System

Publish / Unpublish Result   Map Student <-> Syllabus

Exams -> Photocopy / Revaluation -> Apply for Revaluation

Search (F8)   Refresh (F4)   Now (F2)


Roll Number	Exam Seat Number	Name of Student
1410480023	43033	PUROHIT SWAPNIL SAND
1410480024	45111	MOR SHRUSHTI SAND
1410480024	44033	MOR SHRUSHTI SAND
1410480024	43026	MOR SHRUSHTI SAND
17106A1046	616010	BRAMHANKAR ANURA
17106B1055	616024	DEWOOLKAR TRUPTI A
17106A1003	616003	AP BALAJI ANITHRA P
17106A1002	616110	THEVAR SUBHASINI M
17106A1001	616092	RANE AMEY DULAJI SH
17106B1035	616064	MEDHEKAR ANKITA JA
17106B1015	616038	HALANKAR APURVA D
17106B1021	616032	GAWLI VAISHNAVI SAN
17106B1046	616014	CHAURASIA BIPIN UDA

(All) Total Records : 1 - 20 of 1190

Ready Apply for Revaluation

**Apply for Revaluation (Editing Record)**

Roll Number : 1410480023

 Name : SWAPNIL PUROHIT (OPEN)  
Level : UNDER GRADUATE  
Course : ELECTRONICS TELECOMMUNICATION ENGINEERING  
Course Year : SECOND YEAR  
Syllabus : REVISED 2012  
Semester : 4  
Mobile : 8007690037  
Email : swapnilrajpurohit@gmail.com

Exam Name : UG-EXTC-3-(2012)NOV-2017

Sr. No.	Subject Code	Subject Name	Marks Obtained	Total Marks	Reqd. Marks	Eligibility
✓ 1	ETC302	ANALOG ELECTRONICS I	27	80	0	Eligible
✓ 2	ETS301	APPLIED MATHEMATICS III	24	80	0	Eligible

Total Amount : ₹ 500.00

Preview   Apply for Revaluation (F2)   Cancel (ESC)

Read Only View

Page 1 of 60 << < > >>

## 2.7.10 Transcript Generation

➤ This tab appears under Exam Module.



VIT Vidyalankar Institute of Technology

MyDashboard Documents Admissi

Publish / Unpublish Result

Exams -> Transcript -> Transc

Search (F8) Refresh (F5)


Date Of Request	Roll Number
16-04-2018 18:06	16106A1022
16-04-2018 14:59	15101B0037
16-04-2018 14:15	16101B2019
16-04-2018 14:11	16101B2020
16-04-2018 07:55	15101B0001
15-04-2018 23:10	07-259
15-04-2018 10:31	14101B0070
14-04-2018 16:05	11-550
11-04-2018 22:17	03-346
08-04-2018 19:38	11-552
07-04-2018 11:32	04-255
06-04-2018 13:03	08-287
05-04-2018 14:56	05-344
05-04-2018 13:53	12105A0072

(All) Total Records : 1 - 20

Ready Transcript Generation

### Transcript Generation (Editing Record)

Roll Number:



Institute : Vidyalankar Institute of Technology  
 Name : HEMENDRA WORLIKAR  
 Mobile : 0000000000  
 Email : 123@abc.com  
 Quota : GOVT

Level : UNDER GRADUATE  
 Course : BIOMEDICAL ENGINEERING  
 Course Year : FINAL YEAR  
 Semester : 8  
 Category : SBC

Project Title :  Project Guide :  Copies :

Sr. No.	Select	Semester	Marks Availability	Syllabus	Option	Approval Status	Print
1	<input checked="" type="checkbox"/>	SEMESTER I	Marks Entered	REVISED 2007	View	Approved	Print
2	<input checked="" type="checkbox"/>	SEMESTER II	Marks Entered	REVISED 2007	View	Approved	Print
3	<input checked="" type="checkbox"/>	SEMESTER III	Marks Entered	REVISED 2007	View	Approved	Print
4	<input checked="" type="checkbox"/>	SEMESTER IV	Marks Entered	REVISED 2007	View	Approved	Print
5	<input checked="" type="checkbox"/>	SEMESTER V	Marks Entered	REVISED 2007	View	Approved	Print
6	<input checked="" type="checkbox"/>	SEMESTER VI	Marks Entered	REVISED 2007	View	Approved	Print
7	<input checked="" type="checkbox"/>	SEMESTER VII	Marks Entered	REVISED 2007	View	Approved	Print
8	<input checked="" type="checkbox"/>	SEMESTER VIII	Marks Entered	REVISED 2007	View	Approved	Print

Status : Granted

Read Only View Paid Fee Amt. Rs. 950

Super Admin

Remuneration LockUnloc Reports

Close All Close (ESC)