bIms

Product Appreciation Guide (PAG)

Version 1.1

BBSSL India Pvt. Ltd.

BBSSL HOUSE

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Revision History

Version	Author	Description	Reviewed by	Date
1.0				

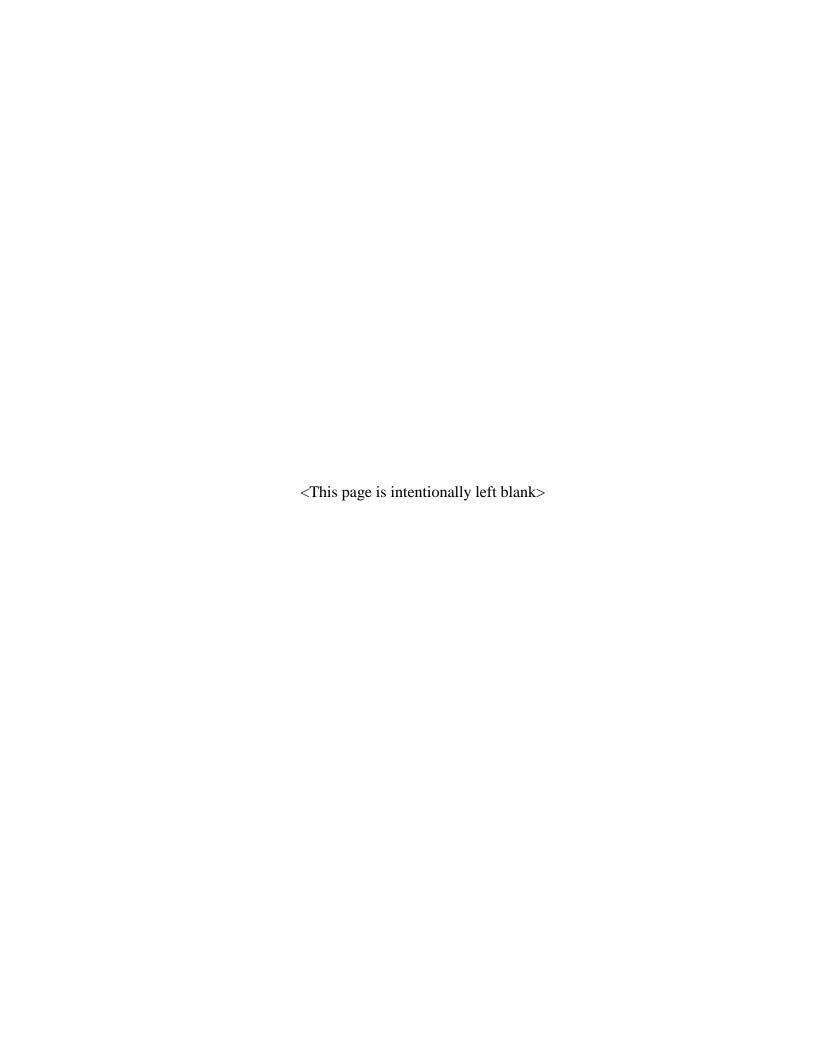


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1. Introduction

1.1 Purpose of PAG:

This Product Appreciation Guide here in referred as (PAG) describes the features and of bIms, BBSSL's product for Managing Educational Institutions. bIms is a centralized Institutional Management Software which can work as a stand alone product for a single Institution or can integrate multiple Institutions under a single management to provide a centralized control and management.

The intended audience for the PAG are: -

- 1. General Administrative Users of Institutions
- Top Management of group of instutions
- Administrative Officers
- Accountants
- Head Of Departments
- Database Administrators

1.2 Definitions and Acronyms

This sub-section defines all terms, acronyms and abbreviations used in the project and explain all conventions of nomenclature, special symbols used, etc.

Acronyms	Explanation
bIms	BBSS Institute Management S/M software and also a Trademark of
	BBSS
BBSSL	Best of Breed Software Solutions India Pvt Limited
PAG	Product Appreciation Guide
HTML	Hyper Text Markup Language
AJAX	Asynchronous JavaScript and XML
JSP	Java Server Page
JDBC	Java Data Base Connectivity
RDBMS	Relational Database Management System
SQL	Structured Query Language
MYSQL	
RAM	Random Access Memory
	Hard Disk Drive
HDD	
QR	Quality Resource

2. Product Overview

2.1

BBSS (I) Pvt. Ltd

Product Appreciation Guide

• 2.2

2.1.1 What is bIms?

Institute Management System (bIms) works with your current systems and leverages

existing technology. It centralizes the mountains of data to learning and automates routing

administrative functionality. This package has education's most flexible and interactive

scheduling function, thus meeting the communication and information needs of the entire

Institute community in real time. And, it would be utterly simple for everyone to use. Institute

Management System is the total management system imagined: the first truly scalable

Institute Management package with power to revolutionize the way the Institutes are run. The

software is more then just another technology solution – it is an education system that will

improve the way Institute is managed.

2.1.1.1. Access controls

The bIms can be accessed through user id, password and institute code. Basic security

requirements have been provided for e.g. only the admin/admin equivalent users can create

Soladmins in the blms and manage the user profile for any modification. A user can make

maximum provided attempts to login in event of his/her forgetting the password etc.. Menu

level access restrictions are also provided based on user type.

2.1.2 System requirements of bIms:

Hardware requirements

Machine: Windows NT/Windows 2003 server

Processor: Ultra Sparc 3 Dual Processor, Pentium III/IV

Software requirements

Development

Operating System: Windows 2003 server

Data Base : MySQL

Web Server : Jakarta Tomcat 5.0

Web Browser : Internet Explorer

Middleware : Java (JDK 1.6)

Front End : HTML, AJAX, JSP

IDE : Net Beans 6.0

Other Softwares : MS Office, Acrobat Reader.

Deployment

Operating System: Windows 2003 server

Data Base : MySQL

Web Server : Jakarta Tomcat 5.0

Web Browser : Internet Explorer

Middleware : Java (JDK 1.6)

Front End : HTML, AJAX, JSP

Other Softwares : MS Office, Acrobat Reader.

2.1.3 Various functionalities of bIms:

2.1.3.1 Institution Master

This module is used to create institution code. User will have to specify the institution code with all important details of institutions.

2.1.3.2. Department Master

This is used to create various departments with HOD Name, Asst.HOD Name, Contact Number, etc., Here User will have to map what all are the subjects under this department. User can dynamically add the subjects.

2.1.3.3. Course Master

This module is used to create various courses. This module having three tabs .In first tab user has to specify the course belongs to which department, number of seats, year/semester, eligibility criteria etc.,In second tab user has to map the subjects with semester or year, total duration(HRS) of each subject ,teaching priority etc.,In third tab user has to specify the fee structure,frequency,etc.,

2.1.3.4. Hostel Master

This module is to create the various hostel codes with hostel details like Hostel type ,Address and fee details like Hostel fees, Mess fees etc., After creation of hostel code, the user has to create building details with building name, room number, number of beds available,etc..

2.1.3.5. Transport Master

In this module first user has to create vehicle id with vehicle name, driver name, vehicle type, etc., after creation of vehicle id user has to create route number with source pick up time, source pick up point. Here user should map the vehicle id. User can dynamically create pick up points and pick up times.

2.1.3.6. Staff Master

2.1.3.6.1 Profile

This module is used to create the profile of employees. This module has four tabs. In first tab user has to specify the personal details like DOB, email, pan number etc., in second module user has to mention the academic details of the employee. In third tab user has to specify date of joining, employment type, role id, pf number etc., in last tab, user has to specify the previous experience, skill sets of the employee.

2.1.3.6.2 Subject Allocation

In subject allocation user has to map employee id with subject codes. After allocating each subject user can view the allocated subjects with department and courses.

2.1.3.7 Student Master

2.1.3.7 .1 Application Processing

This module is used to create details of applicants with application id and year. This module having two tabs. In first tab user has to enter the general details ,personal details ,academic details etc.,In second tab, user has to specify parent details, sibling details,hobbies,achievements etc.,

2.1.3.7 .2 Student Profile

If it is a new student user has to specify the application id and year. This module having four tabs. In first two tabs the details are fetching from student application details. Here user can override the details also. In third tab contains allocated course, batch, Hostel allowed, transportation allowed etc., In last tab based on course, hostel flag the fee structure will populate. Here there is an option called preferential amount. User can decide the amount.

2.1.3.7 .3 Promotion

In promotion user has to specify the existing class or semester and which class is going to promoted. Here user can select the eligible students.

2.1.3.8 Leave Master

In this module user can create leave codes with leave description maximum number of days allowed, leave accumulation allowed, maximum number of accumulation allowed etc., Based on employment type system will map employee id with leave code.

2.1.3.9 Attendance

2.1.3.9.1 Staff Attendance

Here user can mark attendance on daily or employee wise monthly basis. If user is going for monthly basis first system will check holidays and any attendance previously marked, based on this user can view the attendance details. Here user can mark the leave status. Simultaneously system will update the leave balance.

2.1.3.9.2 Student Attendance

Here user can mark attendance based on daily basis with input as class code. System will check the holidays and marked as"H" otherwise marked as "P".

2.1.3.10 Examination

2.1.3.10.1 Schedule

In this module user has to give input as course and semester/class with examination type, from date, start date etc., simultaneously user can generate report also.

2.1.3.10.2 Seat Arrangement

Here user can specify the examination hall, seat number and invigilators.

2.1.3.11 Payroll

2.1.3.11.1 Salary Component

Here user can fix their own salary components. It is fully parameterizable. Here user has to specify the component details like calculation method, category (Taxable/Statutory), value type etc,.User can also create derived components with their own calculation method. Based on roll id user can apply salary components. There is an option called enabling or disabling

salary components (eg. Every January Month Company is giving bonus of 2000/-.So we can enable bonus component for that particular month remaining month we can disable it.

2.1.3.11.2 Salary Definition

Based on employees role id and date of joining system will calculate the expected salary of the month. Here user can fix the preferential amount. After that user has to calculate the earning, deductions and net salary. User can also delete salary component for a particular employee.

2.1.3.11.3 Monthly Payroll

Once defined the salary, monthly payroll having merged amount of expected salary and preferential amount. Here user can override those values and number of days also he can mention (for Daily allowance only). User can also inquire last generated payrolls based on month and year.

2.1.3.11.4 Salary Generation

After adding monthly payroll user has to generate the salary. Once salary generated user can verify,print,pdf conversion and download converted pdf. Finally user has to move generated salary into history.

2.1.3.12 Placement

In this module user can add the details of various companies with company name, contact number, email, website etc.

2.1.3.13 Reports

2.1.3.13.1. Salary reports

User can generate various salary reports like Salary slip, Bank wise monthly report, monthly salary report, yearly salary report, income tax report, pf report etc., In salary slip you can directly converted into pdf format and directly send it into their mail id.

2.1.3.13.2. Attendance Reports

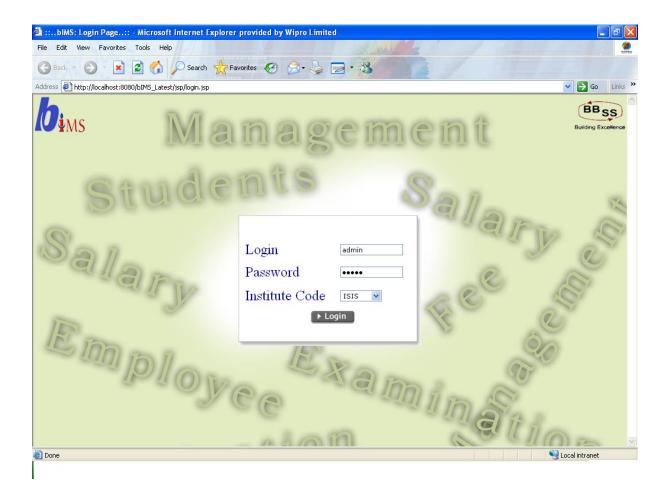
User can generate daily, monthly, leave status of both employee and student.

2.4. Miscellaneous Reports

User can create HOD History reports, Employee department details, student availing hostels etc.,

3. Screen Layouts

Login Page

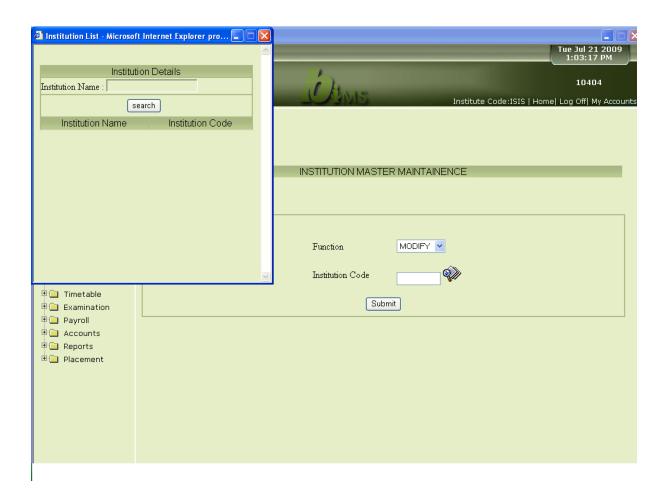


Home Page

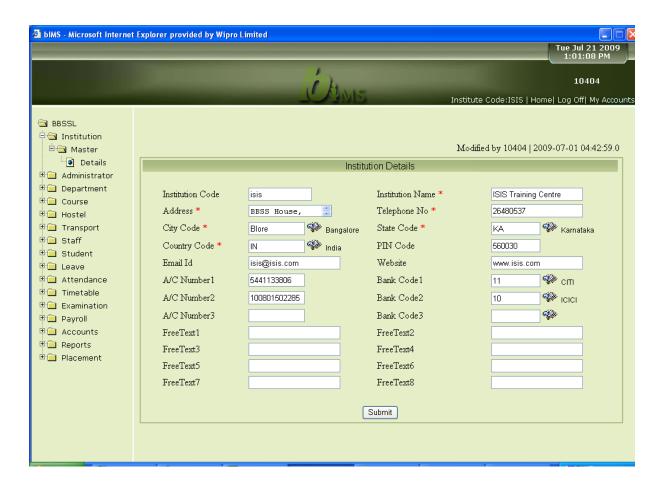


1. Institution Master

Screen1: Institution Maintenance

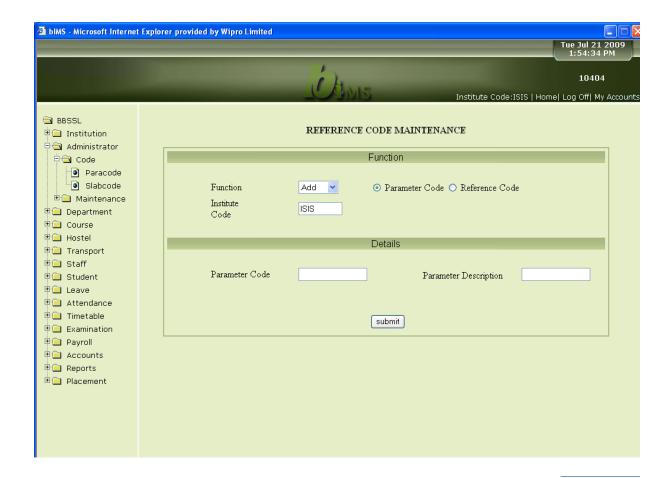


Screen 2: Institution Details

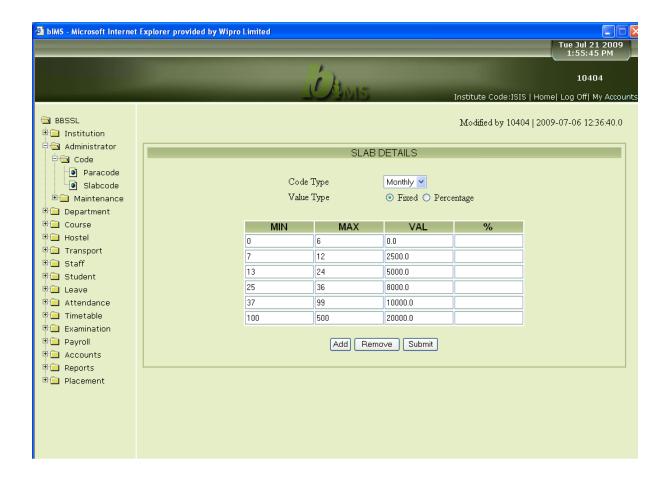


2. Administrator

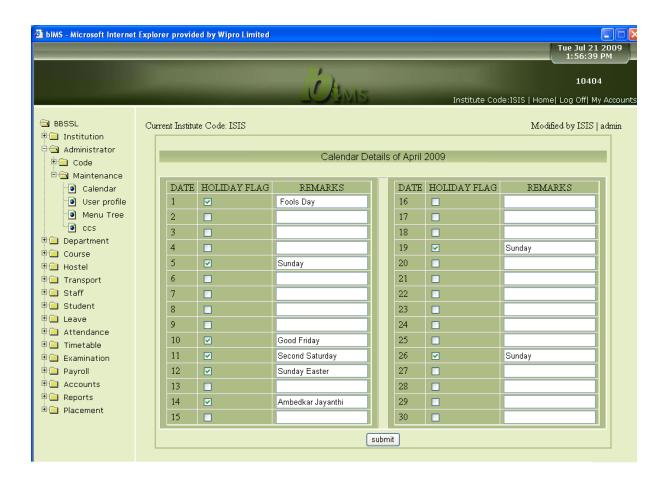
Screen 1: Reference Code Maintenance



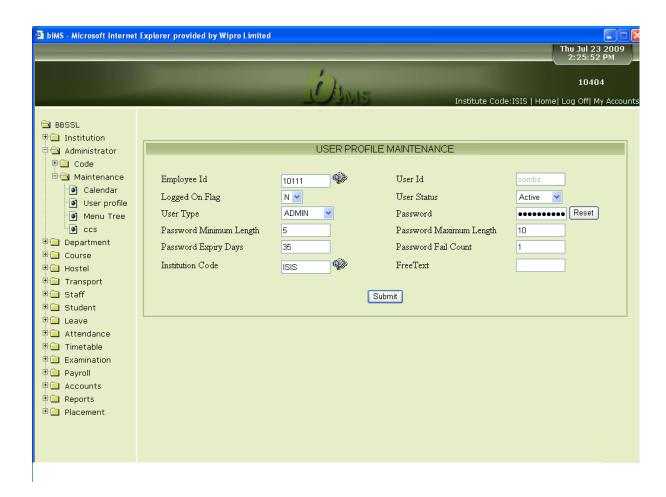
Screen 2: Slab Code Maintenance



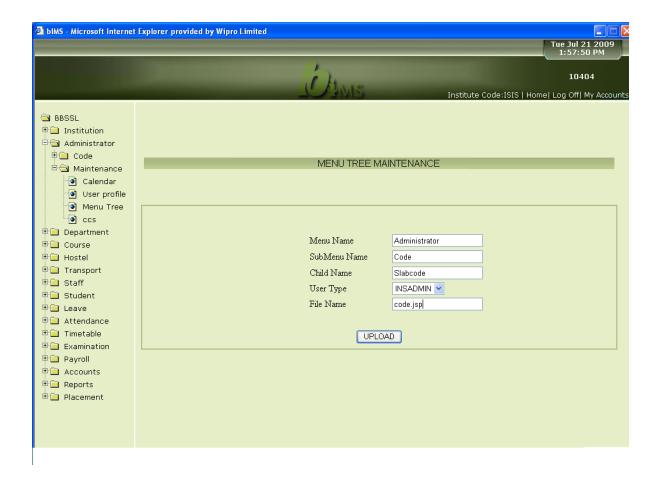
Screen 3: Calendar Maintenance



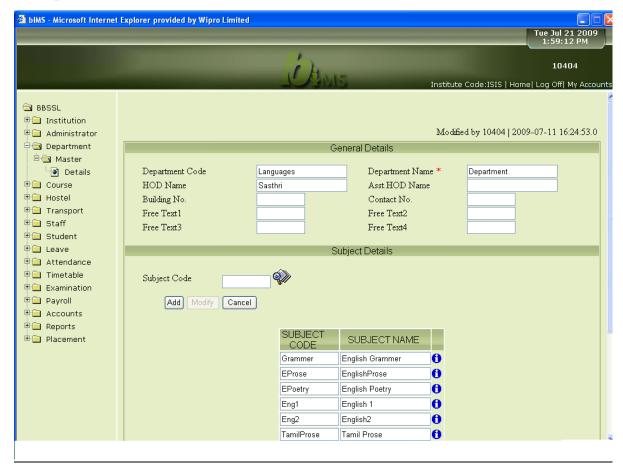
Screen 3: User Profile Maintenance



Screen 4: Menu Tree Maintenance



3. Department Master

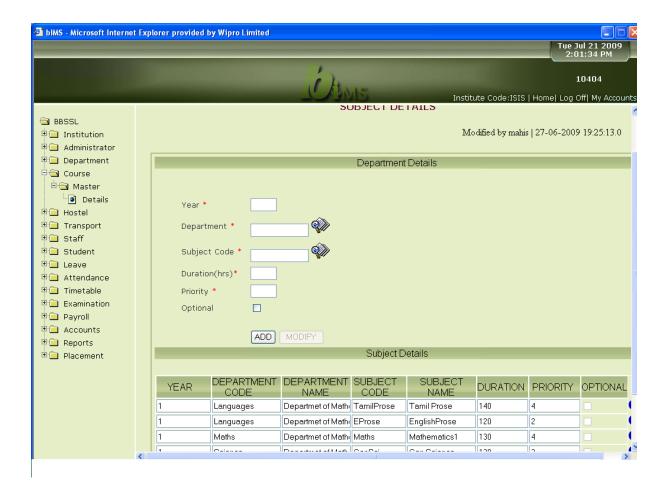


4. Course Master

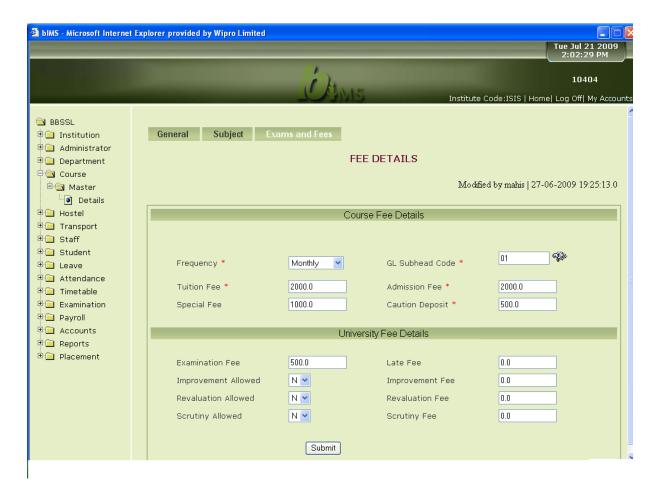
Screen 1: General Details



Screen 2: Subject Details

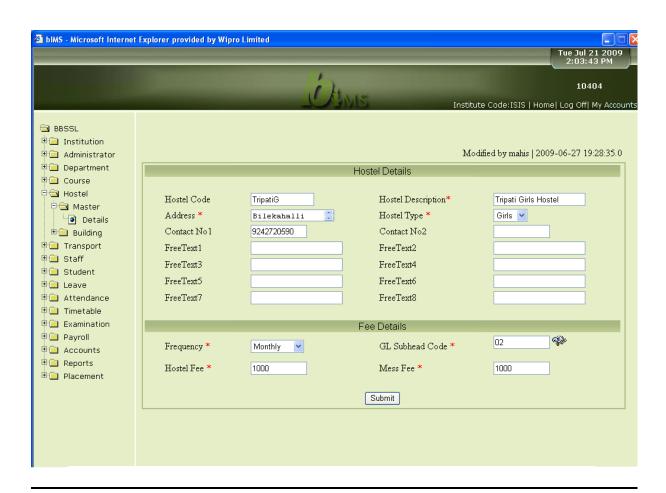


Screen 3: Fee Details

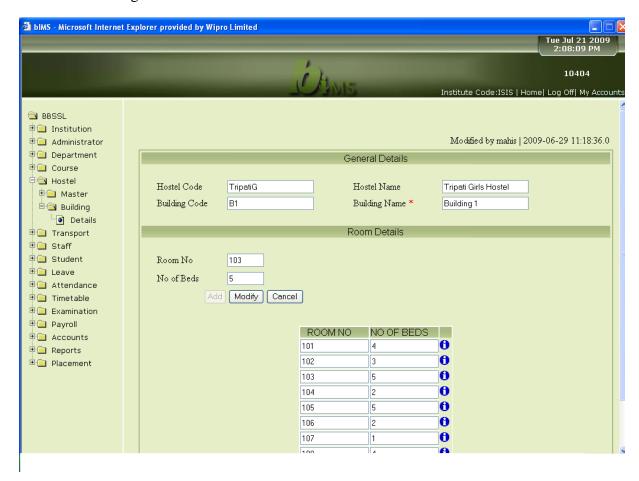


1. Hostel Master

Screen 1

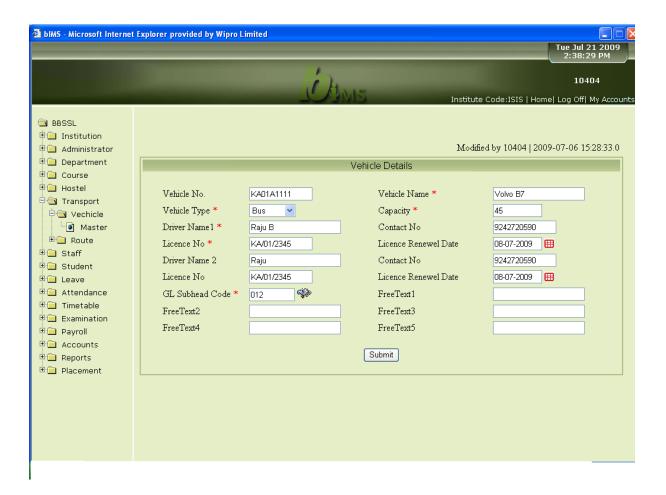


Screen 2: Building Details

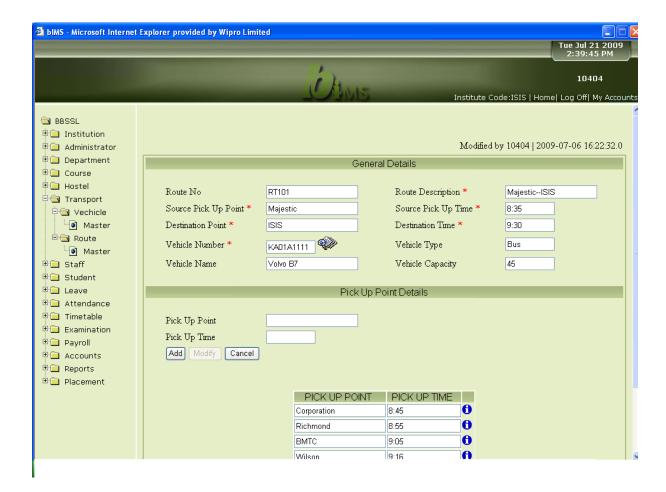


5.TRANSPORT MASTER

Screen 1: Vehicle Master Details

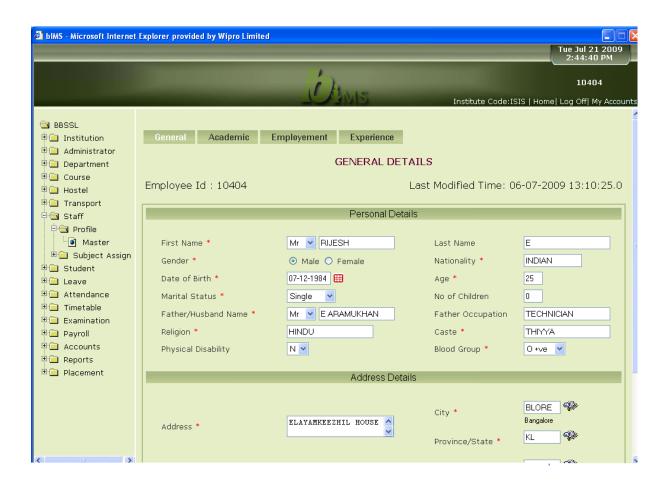


Screen 2:Route Master Details

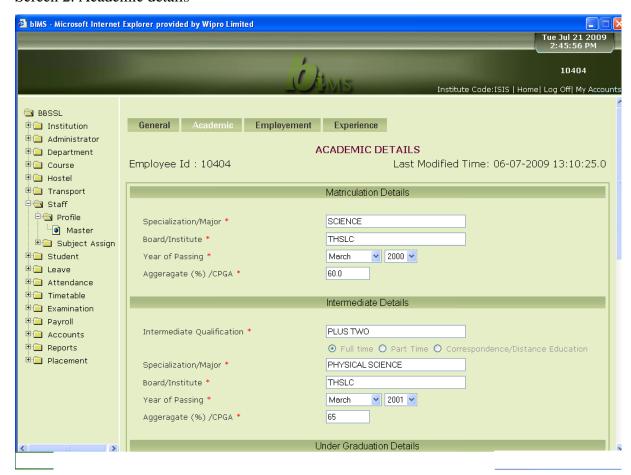


2. Staff Maintenance:

Screen 1: General Details



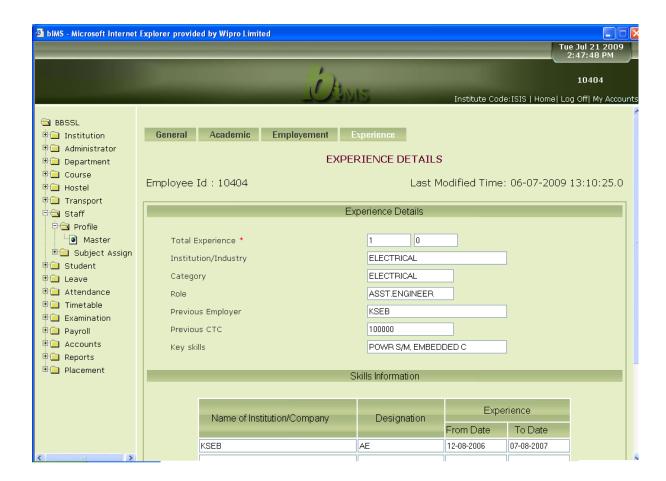
Screen 2: Academic details



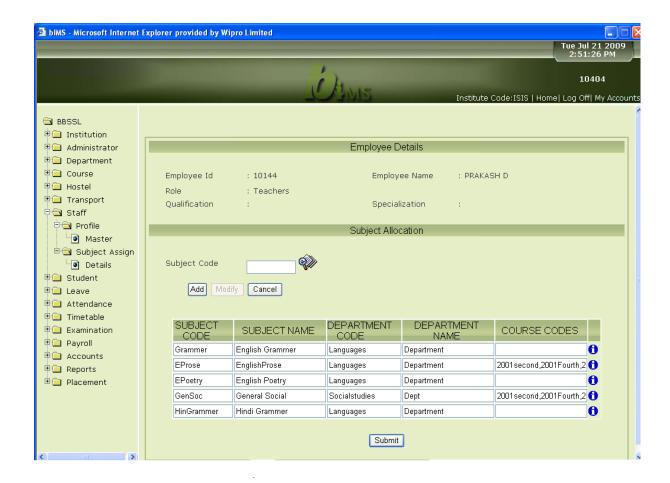
Screen 3: Employment Details



Screen 4: Experience Details

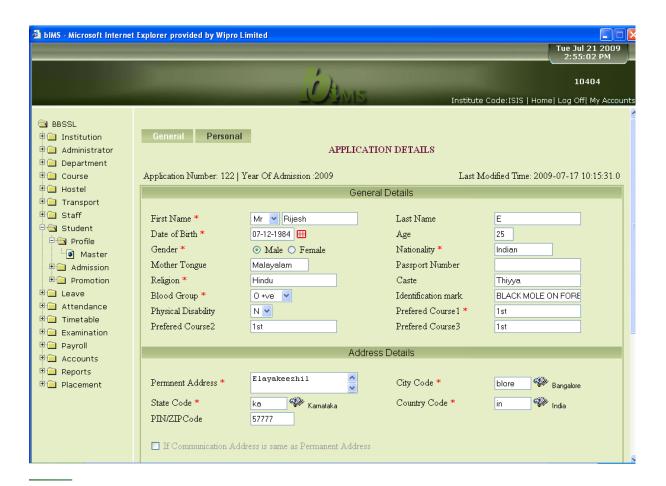


Screen 5:Subject Allocation

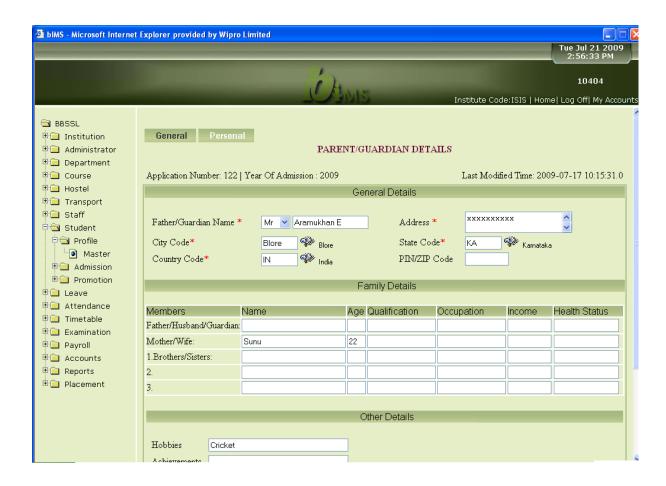


8. Student Profile

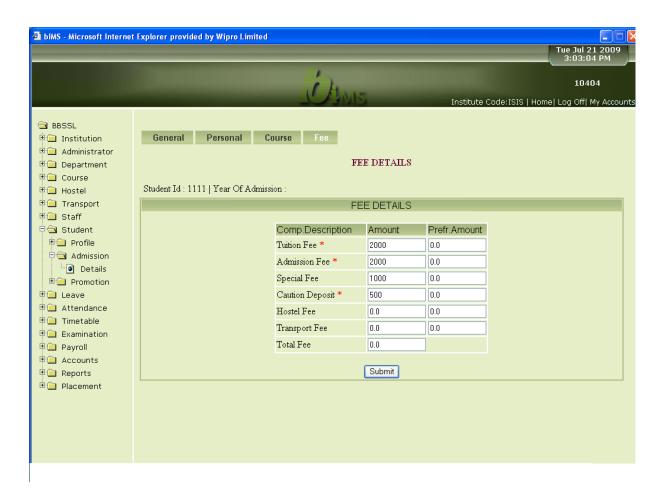
Screen 1:General Details



Screen 2: Personal Details

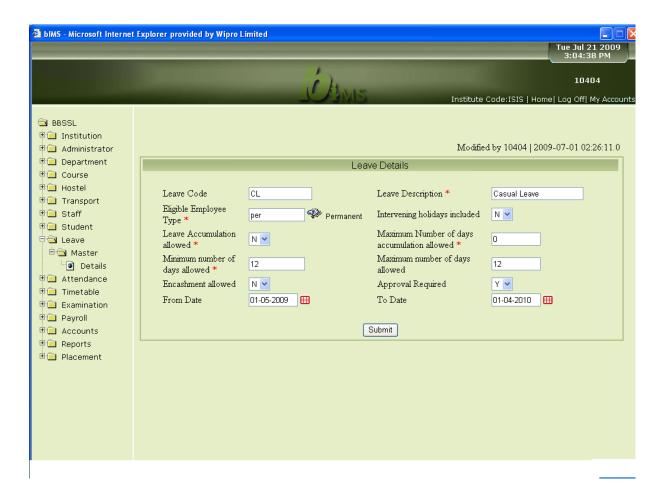


Screen 3: Fee Details



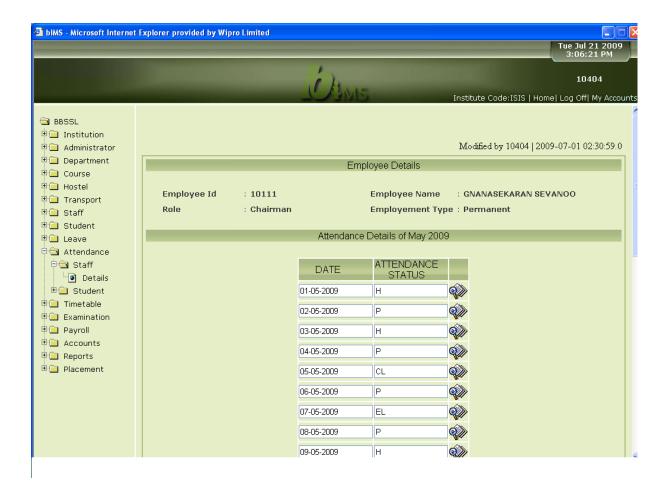
9. Leave Details

Screen 1: Leave Details

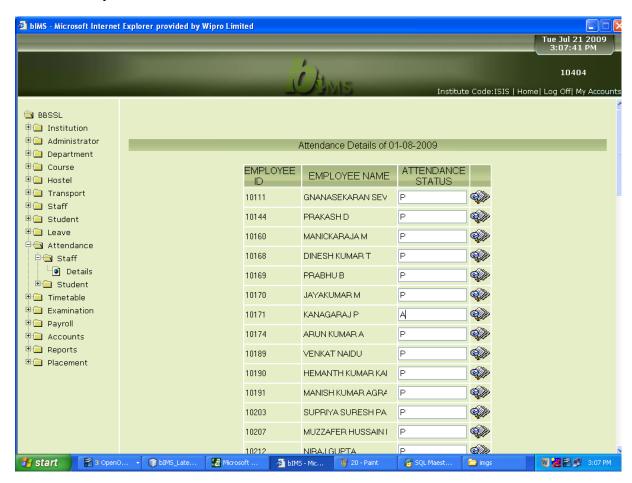


10. Attendance Maintenance

Screen 1: Monthly Employee wise Attendance



Screen 2:Daily Attendance Details



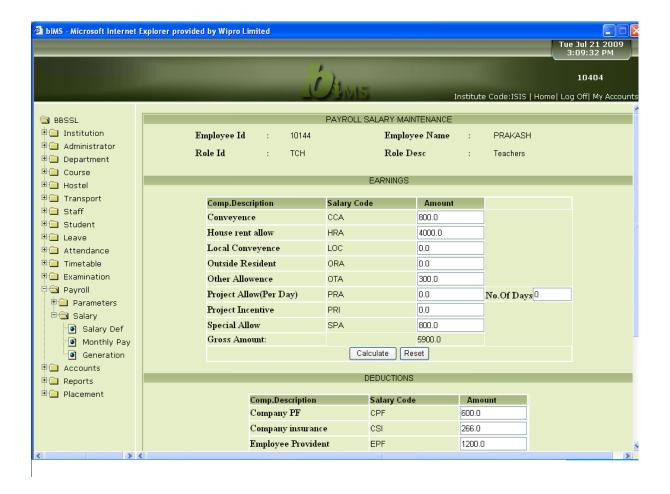
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11. Payroll

Screen 1: Employee Salary Maintenance



Payroll Salary Maintenance



12. Reports

