## **School Management System**

#### **Features Of Dash Board**

### **1.Student Portal**

- 1. Admission Inquiry
- 2. Manage Students
- 3. Manage Parents
- 4. Attendance
- 5. Student Profile
- 6. Issued Certificate List
- 7. Student Report

#### **2.Staff Portal**

- 1. Staff Registration
- 2. Staff attendance
- 3.Staff salary
- 4.Staff Report

#### **3.Fee Management System**

1.Fee Generate
 2.Add Other Dues
 3.Fee Collection
 4.Define Fee Packages
 5.Send SMS to Defaulter

6.Fee Accounts7.Fee Reports

#### **4.Accounts**

Accounts Group
 Add Opening Balance
 Chart of account
 Voucher Entry
 Voucher Entry [New]
 Ledger
 Trial Balance
 Profit &Loss
 Balance Sheet

## 5.Exam

1.Test record management
 2.Manage annual Result
 3.Student Award list
 4.Test Report

## **6.Contract**

Contract system
 Generate billing
 Contract Transaction
 Contract Ledger

## 7.System setting

**1.Activity Log** 2.Branches **3.Create SMS Event** 4.Send General SMS 5.SMS Log 6.Class configuration 7. Section Configuration 8. Subject Configuration (Class Vise) 9.Discount Type 10.Session 11.Departments **12Prompt Types** 13.Employee Account 14.User for parent Portal 15.Manage student contacts 16.Manage staff contact

## **8.Internal Message**

1.Message

## **9.Students Leaves**

2.Leave

## How Create 1<sup>st</sup> Branch in School system??

First we go in **Manage Branches** Click on it there is option you will be see **Branches** List Click on Branches List and open it You will See **+ Sign** Click On it you will be see Text Box you fill it insert Branch Name,Email,Password ETC. Complete all the Field and Save it New Branch is Completed.

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ACCOUNTS V	October				
MANAGE BRANCHES 🚽	December				
BRANCHES LIST	0	i	2	3	4

**How Create Session Of Branch??** 

First we go in System Setting Feature Click on It there is Multiples Options but we click on **[Session]** we Put Session Start year to End Year and Click on save Session create Successfully.



## **Chose Branch**

After create Branch and Session We chose Branch where we Create Classes and Section of Class then we add the student in Classes

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## **How Create classes in Branches??**

First Off all we go in **System Setting** Click on it there is Many option you will be see option **Class Configuration** Click on it there is a class screen right click on class screen there is option **ADD** click on it and fill the form and save the Form class create successfully.



## **How To create Section of Classes??**

First we go in **System Setting** Click on it there is Many option you will be see option **Class**  **Configuration** Click on it. There is a class form we fill the form and save class Section create successfully.

**Note :** Please Mark on is Active Class **Note :** When we Create Classes We define fee Package For Created Class

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**How to Add new Students in Classes** 

After Select of Branch in which we add students Then we go in **students Portal** click on **Manage Student** Right Click on Screen there is an Option Add **students** click on it and Fill all the data of students and save student Successfully Create.

There is Features in Student Management you will be add

## Note:

[" Before add new students make sure you have a Branch, Class, Section than you will be add Students "]

1.student
 2.Struck Off Students
 3.Pass Out
 4.Terminated Student
 5.Student History



## **How Generate Fee of class??**

First we go in **[Fee]** Feature Click on it there is Multiples option but we click on **[Generate Fee]** Then Right click on Screen there is option add click on it if we want to generate all classes fee the Check on **[Generate all classes]** but if Generate one class fee then select class and section and Click on save Fee Generate successfully



## **How Add Other Fee**

First we go in **[Fee]** Feature Click on it there is Multiples option but we click on **[Other Fee]** Then Right click on Screen there is option add click on it There is Form fill all forms Select class and section students and Account where we want to add Other Fee then click on save

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## **Collection Of Fee**

First we go in **[Fee]** Feature Click on it there is Multiples option but we click on **[Collection Fee]** Then Right click on Screen there is option add click on it There is Form fill all forms Select class and section students and Transaction Type Fee amount and If we want to give Discount then enter amount of discount The Click on save If we want Print then click on Print and Save

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## How Make Fee Packages For class??

First Off all we go in **Account** Click on it there is Many option you will be see option **Fee Packages** Click on it. Fill fee code and Package Name Form Click on add Fee Package Create successfully.

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OPENNING BALANCE						

## **How To Registered Staff :**

First We go in Staff **[Feature]** then we click on **[Staff registration]** We show a Screen of Staff Registration then we right click on it we show add Option click on it and ADD all information of Employee and save

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**Note:** When we create Employee Its not a Active Employee When we Create Successfully then we edit the employee and Click on Drop down where we see In Active and Select Staff

Employee Detail	
Employee Group	
In Active	
Select	
In Active	
Main Branch	
Staff	

## **How Add Staff Salary:**

First We go in Staff **[Feature]** then we click on **[Staff Salary]** Click on it We show a Screen of Staff Salary then we right click on it we show add Option click on it and Select Voucher Date **[Employee Name And Designation]** If you want deduct any amount Put Deducted amount in **[Deduct Account]** and Click on Load Add Salary Successfully

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A MANAGE BRANCHES		Load Cancel

## **Attendance OF Students and Staff :**

First we go On Attendance Feature Click on it there is Two Option first **[Student Attendance and Staff Attendance]** When we get Students Attendance then click on Student Attendance and We see Screen of Student Attendance first we Put date of Attendance and Class and Section then we load it .There is all student of selected class and Options [Present Absent Leave] we select any one of all and click on save Then we see two options [Verify Absent Student] and [Verify Present Student] Click any one of Them there is Option to send Sms Click on it for Sending sms to students of Present and Absent

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## **How Add Student Test Detail :**

First we go in **[Exam]** Feature Then click on it there is Three option we click on **[Test System]** There is a Form we put date in and Select Class And Section of class then Select name of Test Put Total marks of Test,Passing marks of Test ,Then click on Load Test Detail Submitted Successfully .

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# What is Report Feature in School management system??

First we go on **[Report]** feature and click on it there is Three type of Reports **[Students Reports , Staff Reports,Test Reports ]**If we want to check all reports of student Like Issued Certificate of Students Monthly Reports ,Yearly reports ,then click on Students Report a list of Report show like This

## Select one from list and check reports of Selected Feature



## If Check the Reports of Staff then Click on **[Staff Reports]** and There is list of Reports like



When click any type of Test reports List get all detail of selected Report

If we need the reports of Staff then click on it and show list of Staff reports like this



## Manage User Rights :

Manage user rights is important feature of School management system Because using this feature Super admin and Branch give right of Work to Staff and others **[Super Admin]** provide Rights to Branch and Only super Admin can see all branches and students of all branches and all type of data related of school management system if but a branch can not see all other branches and other branches students Admin can provide rights to collect fee use different accounts and Salaries management .

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## **Web Portal of School management System:**

We go on feature of Website Portal click on it there is a list of features of Website Like this



click on required feature of website it show us all detail of

Feature like ,Manage Menu of Website ,Manage Gallery Etc