



ACADEMIC MANAGEMENT SYSTEM

NAHEP Component 2A
Project "Investment in ICAR
Leadership for Agriculture
Higher Education"

Student Reference Manual



**ANDUAT,
Ayodhya**

Division of Computer Applications
ICAR - IASRI
Library Avenue, Pusa
New Delhi – 110012

support.auams@icar.gov.in
011-25842274, 011-25842275

Table of Contents

1. Introduction 1

 1.1 Activity Diagram for using Academic Management System (AMS) 2

2. Student Account..... 3

 2.1 Register As A Student..... 3

 2.2 Guidelines for Filling Up Registration Form..... 4

3.Access Home Page of AMS.....5

4. Login as Student 6

 4.1 Student Qualification Editing/Updating 7

 4.2 Student Update/Edit Basic Profile..... 7

5. Fee Payment Module to the Student..... 10

6.Plan of Post Graduate Work(PPW).....11

 6.1 Choosing Minor Discipline 12

 6.2 Selecting Course 13

Table of Contents

1. Introduction	1
1.1 Activity Diagram for using Academic Management System (AMS)	2
2. Student Account.....	3
2.1 Register As A Student.....	3
2.2 Guidelines for Filling Up Registration Form.....	4
3.Access Home Page of AMS.....	5
4. Login as Student	6
4.1 Student Qualification Editing/Updating	7
4.2 Student Update/Edit Basic Profile.....	7
5. Fee Payment Module to the Student.....	10
6.Plan of Post Graduate Work (PPW).....	11
6.1 Choosing Minor Discipline	12
<u>6.2</u> Selecting Course	13
7. Annexure	30
8.1 Annexure 1.....	31
8.2 Annexure 2.....	32

List of Figures

Figure 1.1 Activity Diagram for using Academic Management System (AMS).....	2
Figure 2.1 Registration Page.....	3
Figure 2.2 - Registration Successfully.....	4
Figure 3 - Home Page of the Academic Management System.....	5
Figure 4 - Login as Student.....	6
Figure 4.1 - Student Profile Editing/Updating	7
Figure 4.2(a) Student Update/Edit Basic Profile.....	8
Figure 4.2(b) Student Update/Edit Basic Profile	9
Figure 4.2(c) Student Verify Email id	10
Figure 5 Fee Payment Module.....	11
Figure 6.1 Choosing MinorDiscipline	12
Figure 6.2 Selecting Course.....	13
Figure 6.3(a) links for Selecting Advisory Committee Members.....	15
Figure 6.3(b) Advisory Committee Members.....	16
Figure 6.4 Plan of Post Graduate Work (PPW).....	17

1. Introduction

Academic Management System (AMS) has been customized by the NAHEP Component 2 Project Team at ICAR-Indian Agricultural Statistics Research Institute (IASRI) for the implementation at various Agricultural Universities. It is a web enabled system for management of all the various academic activities of the university. The system caters to the needs of different users: Dean, Registrar, Professor, Head, Guide, Student, Teacher, Student, Administrators and Officials for performing their assigned tasks. This system has been designed in a modular approach with in-built work flows. AMS ensures that the individuals

responsible for the next task are notified and receive the data they need to execute at their stage of process. At present five modules have been envisaged viz., Student Management, Student Management, Course Management, Administration Management and E-Learning.

AMS facilitates in automation of various academic processes of the university and enhances the efficiency of the overall system by saving time and efforts involved in manual processes. It continues to be customized as per the respective needs of the various universities.

1.1 Activity Diagram for using Academic Management System(AMS)

In AMS student members can registered himself/herself through the registration page, after that they can access their profile's only after admin approval.

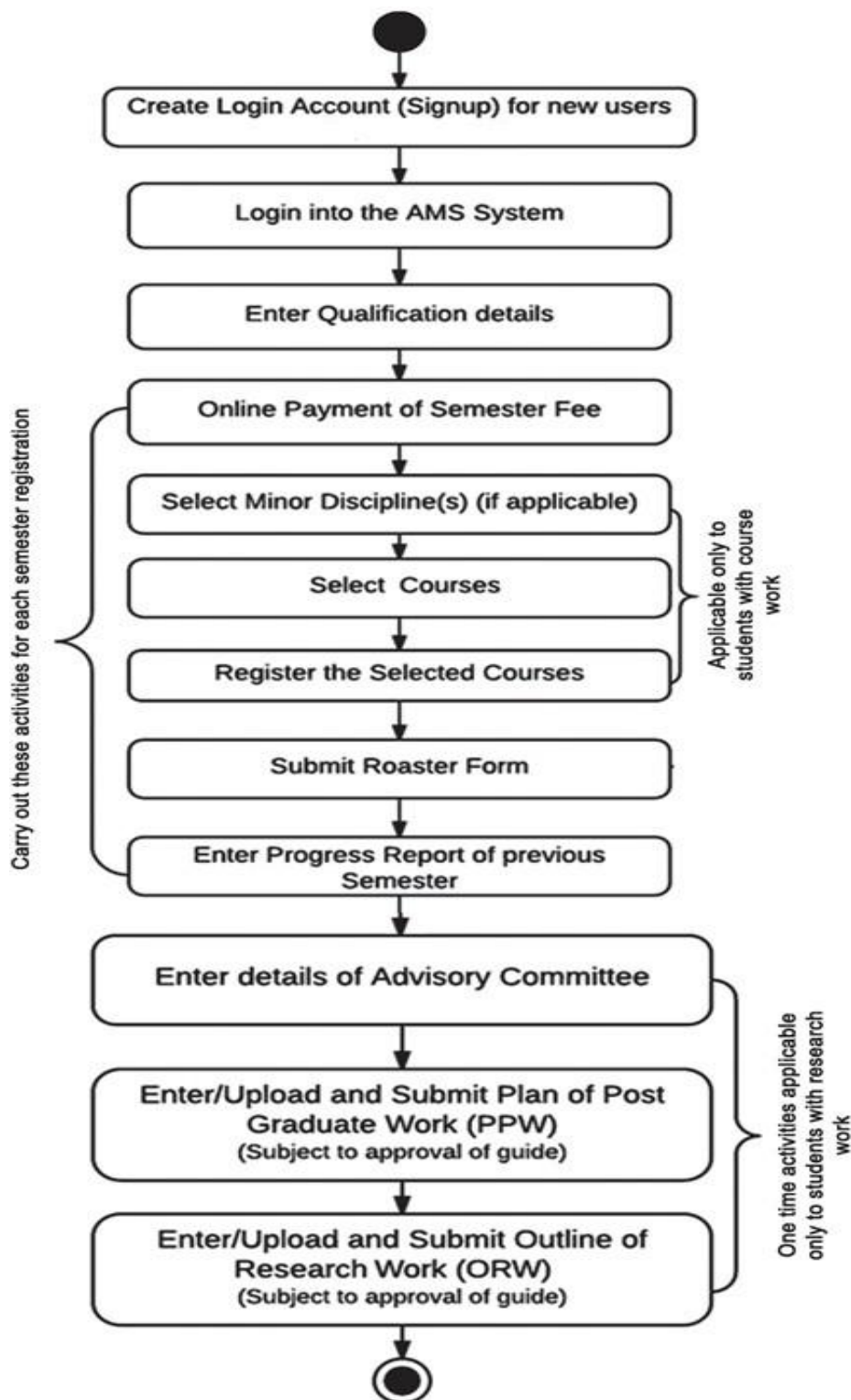


Fig. 1.1 Activity Diagram for using Academic Management System (AMS)

2. Student Account

In AMS student members can registered himself/herself through the registration page, after that they can access their profile's only after admin approval.

2.1 Registered as a Student

Student will have to registered as a student member from the registration page. Then only admin approved as a student, student can login into their profile.

The screenshot displays the 'USER REGISTRATION' form within the AMS interface. The header includes the university name and navigation links (HOME, NAHEP, CONTACT US). The form is organized into several sections:

- User Type:** A dropdown menu to select the user type.
- Authentication:** Fields for Password and Confirm Password.
- Personal Information:** Fields for Title, First Name, Middle Name, and Last Name.
- Family Details:** Fields for Father Name, Mother Name, and Religion.
- Academic & Physical Details:** Fields for Gender, Category, Physically Challenged?, Date of Birth, Degree, Discipline, and Blood Group.
- Identification:** Fields for Select College, Author Number, Email ID, and Mobile No.
- Banking Information:** Fields for Bank A/C No., Bank Name & Branch, and IFSC Code.
- Address:** Fields for Address Official/Correspondence, Address Permanent, and Permanent Address (if same as correspondence).
- Location:** Fields for Country and Domestic State.

A green 'Next' button is located at the bottom of the form. The footer contains the AMS Version 2.0 logo, implementation details, and contact information for ICAR-IASRI.

Fig. 2.1 Registration Page

2.2 Guidelines for Filling Up Registration Form

- In the field ***Create User Name/ID** user has to create a login account which will be used to access the system. The user may select the User Name/ID of his/her choice. Student are advised to remember/ retain the created User Name/ID for future reference.
- Enter your first name in the textbox next to ***First Name** label.
- Enter your father's name in the textbox next to ***Father's Name** label. Please don't prefix the father name with Sh., Mr. or Dr.
- ***Password** must be at least 7 characters long and must include special characters.
- Use calendar to enter ***D.O.B.**
- After filling all the required details, click on **next** button to preview all the related information. Then click on preview button after verified all the information if it is correct click on **submit button**.
- After the request has been sent to the admin, then admin approved that request as a student, head, professor or guide.

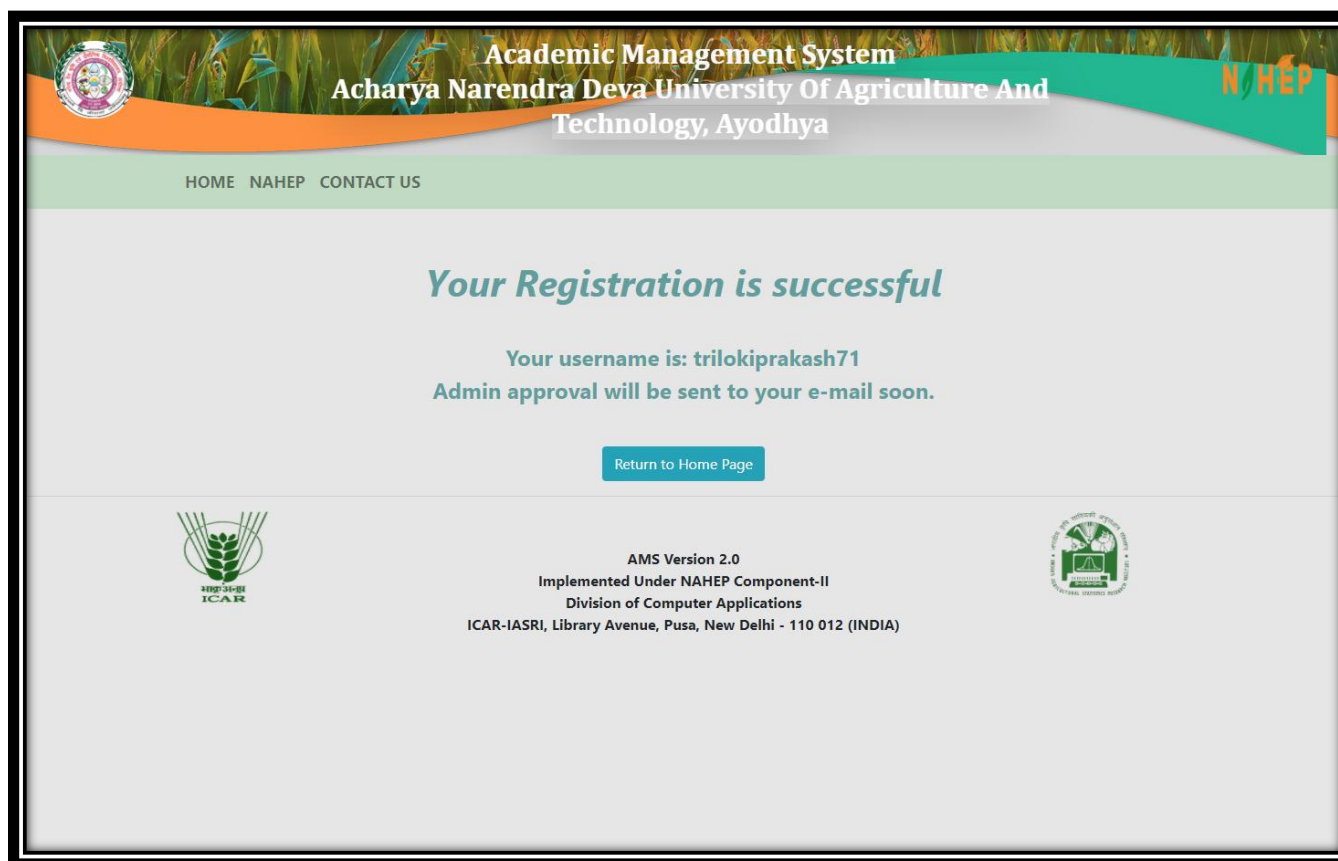


Fig. 2.2 Registration Successfully

3. Access Home Page of AMS

- Enter the AMS URL assigned to your university into the web browser.
- Home Page of AMS of your university will be displayed on the screen.

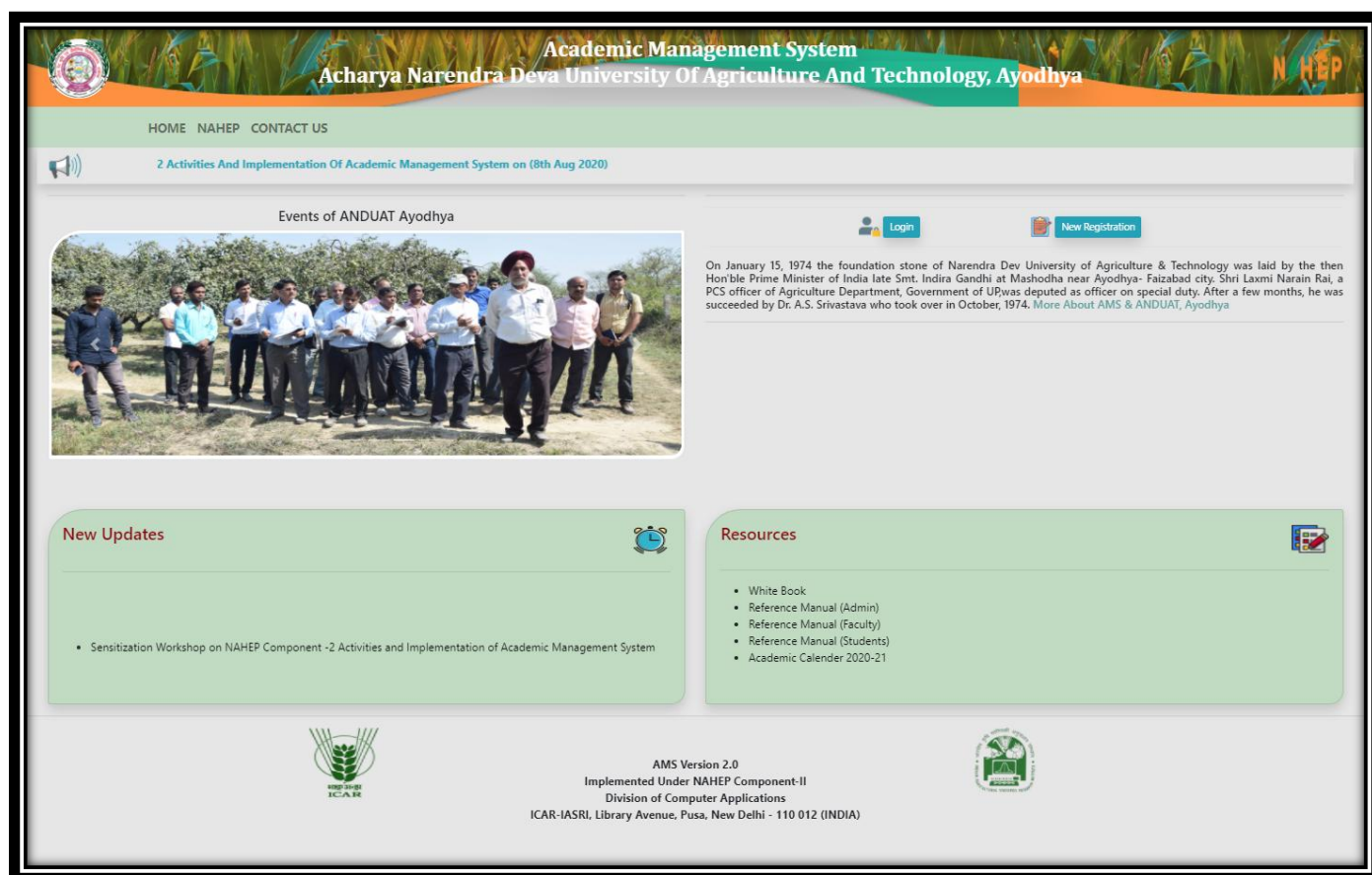


Fig. 3 Home Page of the Academic Management System

4. Login as Student

After administrator approval student will received an email in which user id and password is mention. By using them student can easily access their profile.

- Student open the URL into the Web browser.
- Enter the University URL.
- On home page click on login button then enter user id and password then click on **login button**.

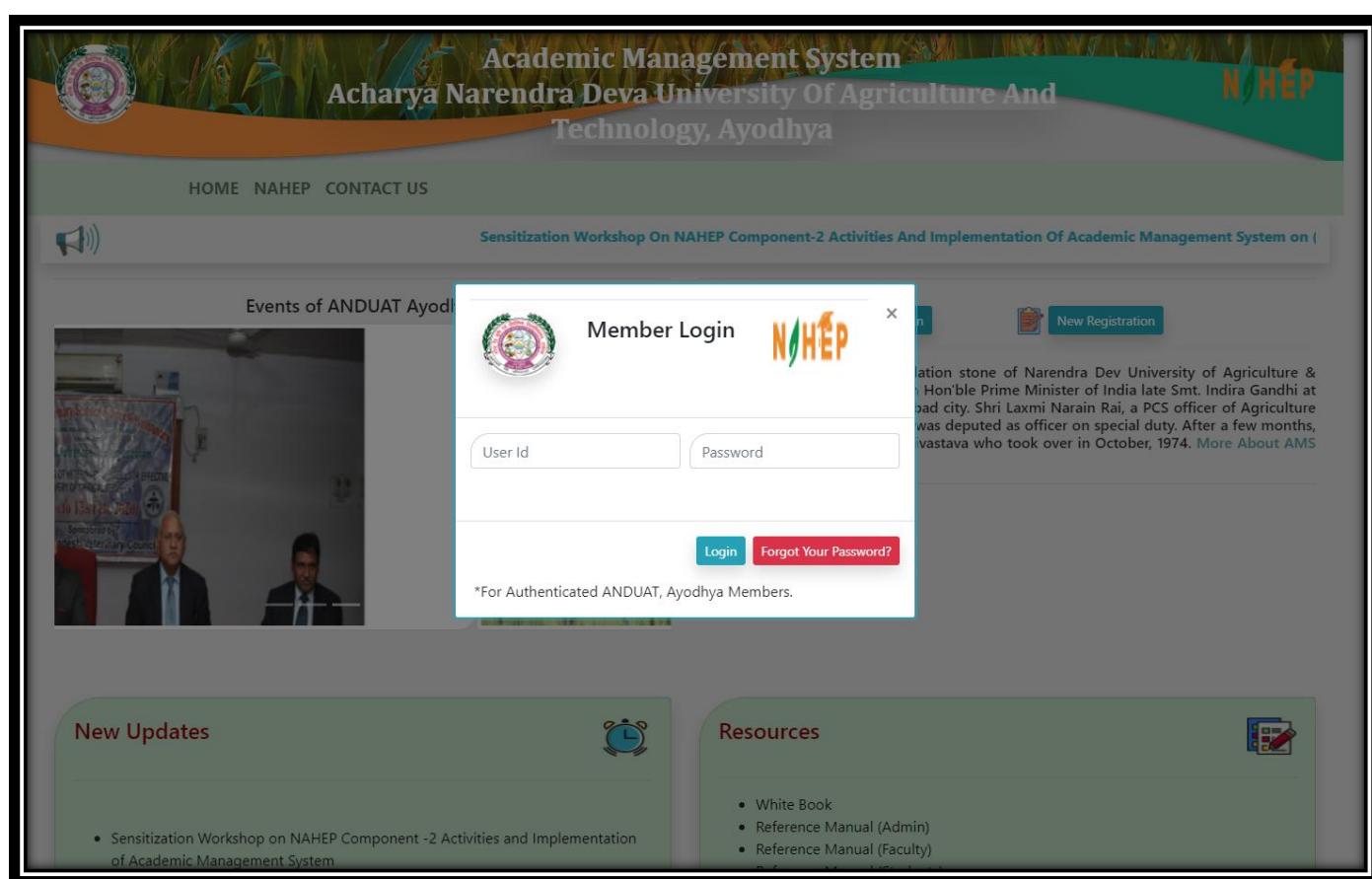


Fig. 4 Login as Student

4.1 Student Qualification Editing/Updating

Student have the rights to change his/her Profile information.

- To enter qualification information, click on **Personal menu**.
- Click on qualification menu and then fill all the information related to the fields.
- After complete all the information click on **submit button** to save all the correct information related to student.

The screenshot shows the 'Academic Management System' interface for Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya. The user is logged in as MS. ANJALI (Student). The left sidebar contains a 'Menu' with options: Quick Access, Personal, Financial, Course, Grades, Course Time Table, PPW, ORW, and Related Links. The 'Personal' menu is selected. The main content area displays a 'Show Qualification Grid' button and a form for entering qualification information. The form includes fields for Degree, Specialization, Roll No., Marks Category, Marks Obtained, Total Marks, Year of Passing, Subject, University Category, University Name, and Attach Transcript. The 'Attach Transcript' field has a 'Choose File' button and 'No file chosen' text. A 'Submit' button is at the bottom of the form.

Field	Value
Degree	---Please Make a Selection--
Specialization	
Roll No.	
Marks Category	---Please Make a Selection--
Marks Obtained	
Total Marks	
Year of Passing	2006
Subject	
University Category	---Please Make a Selection--
University Name	---Please Make a Selection--
University Name (If Selected Others)	
Attach Transcript	Choose File No file chosen

Submit

Fig. 4.1 Student Profile Editing/Updating

4.2 Student Update/Edit Basic Profile

Student can update their profile by this menu option

- Click on **personal menu** in the navigation bar.
- Click on **edit basic profile**.
- In this edit basic profile. There are three options are providing to the student member.
- **Update Profile, Change Password, Verified Email id.**
- **Update Profile** is provided to update student profile information.
- **Change Password** is provided to change password.
- **Verified Email id** is provided to verified email id of the student member.

The screenshot displays the 'UPDATE DETAILS' form within the Academic Management System. The form is organized into several sections for data entry:

- User Type:** A text field containing 'st'.
- Username:** A text field containing 'Anjali.Nduat'.
- Title:** A dropdown menu set to 'Ms.'.
- First Name:** A text field containing 'Anjali'.
- Middle Name:** A text field containing 'Middle Name'.
- Last Name:** A text field containing 'Chaudhary'.
- Father Name:** A text field containing 'Dr. V.P. Chaudhary'.
- Mother Name:** A text field containing 'Indira Wati'.
- Gender:** A dropdown menu set to 'Female'.
- Category:** A dropdown menu set to 'SC - Scheduled Castes'.
- Physically Challenged?:** A dropdown menu set to 'No'.
- Date of Birth:** A date picker showing '07-Jul-1997'.
- Blood Group:** A dropdown menu set to 'A+'.
- Degree:** A dropdown menu set to 'M.Sc.'.
- Discipline:** A dropdown menu set to 'Food Science & Nutrition'.
- Select College:** A dropdown menu set to 'College of Home Science, Kumarganj'.
- Aadhar Number:** A text field containing 'Aadhar No'.
- Email ID:** A text field containing 'Anjali.Nduat@gmail.com'.
- Mobile Number:** A text field containing '8795109256'.
- Bank A/C No:** A text field containing 'Bank A/C No'.
- Bank Name & Branch:** A text field containing 'Bank Name & Branch'.
- IFSC Code:** A text field containing 'IFSC Code'.
- Address Official/Correspondence:** A text field containing 'A2/1 Nduat Kumargang Faizabad'.
- Address Permanent:** A text field containing 'A2/1 Nduat Kumargang Faizabad'.
- Country:** A dropdown menu set to 'Country'.
- Domicile State:** A dropdown menu set to 'UTTAR PRADESH'.

An 'Update' button is located at the bottom right of the form. The background shows a sidebar menu with options like 'Quick Access', 'Personal', 'Financial', 'Course', 'Grades', 'Course Time Table', 'PPW', 'ORW', and 'Related Links'. The top right corner indicates the user is logged in as 'MS. ANJALI (Student)' with a 'Logout' button.

Fig. 4.2(a) Student Update/Edit Basic Profile

- To change password, click on change password.
- Enter current password then only enter new and confirm password.

The screenshot displays the 'Change Password' modal in the Academic Management System. The modal is a white box with a teal header and a close button. It contains three input fields: 'Old Password', 'New Password', and 'Confirm Password'. Below the fields are 'Close' and 'Save Password' buttons. The background is a dimmed view of the student's profile page. The profile page has a teal header with the university logo and name, a sidebar menu, and a main content area showing student details and contact information.

Student Profile Details	
Roll No.	AMSCOHSM-10002
Discipline	FSN
Degree	M.Sc.
Enrollment Date	13/11/2020

Buttons at the bottom of the profile page: Update Profile, Change Password, Verify Email Id.

Fig. 4.2(b) Student Update/Edit Basic Profile

- To verified email id, enter registered email id and then click on get OTP.
- After that OTP will send to your email id, then user enter that OPT to change their password.

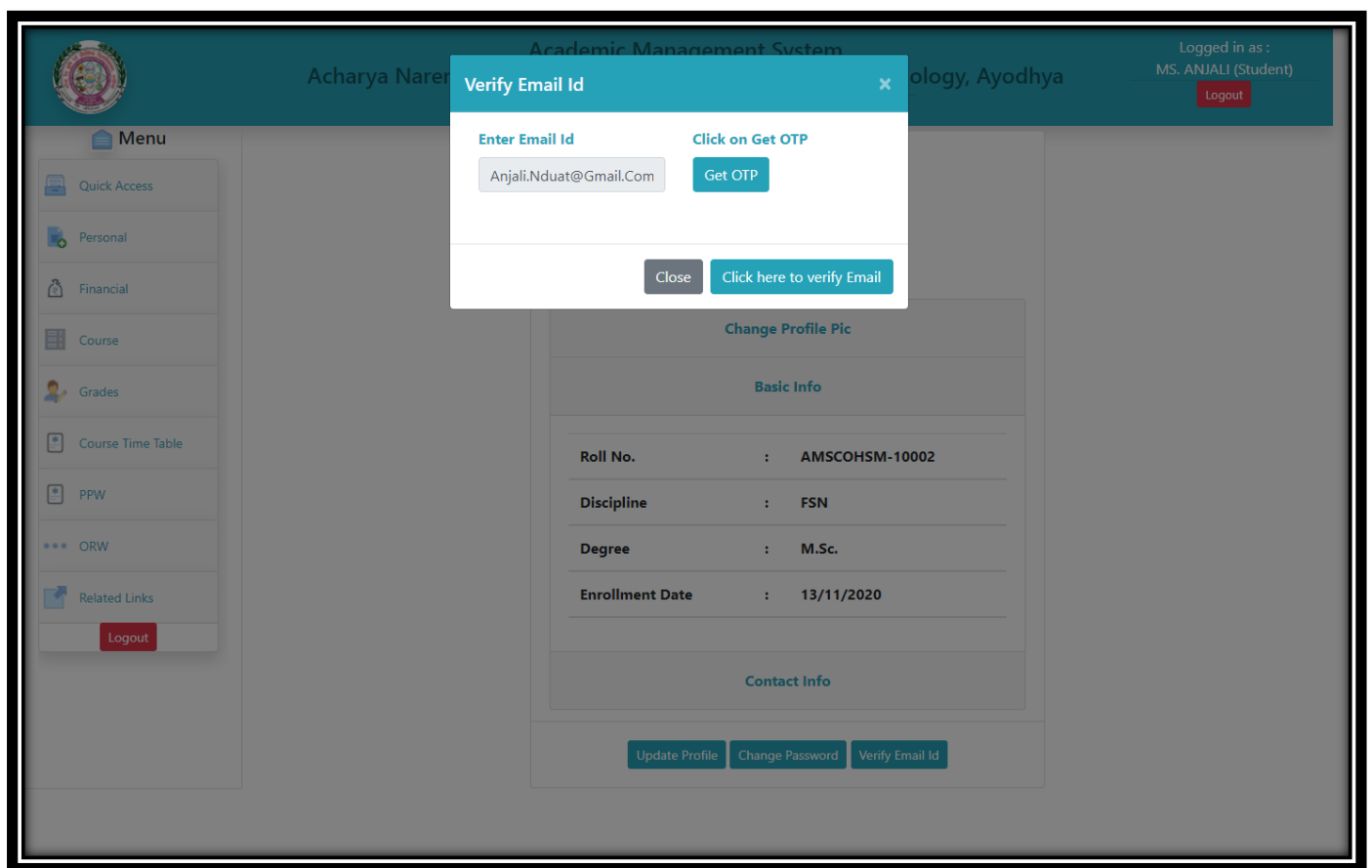


Fig. 4.2(c) Student Verify Email id

5. Fee Payment Module to the Student

The students can pay semester fee and other type of fees such as re-totaling, supplementary, hostel charges in offline mode. The fee submission details will be submitted offline in by Clicking on **Financial menu option and then click on Fees.** Menu tab.

The screenshot displays the 'Academic Management System' interface for Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya. The user is logged in as 'MS. ANJALI (Student)' and has a 'Logout' button. The left sidebar menu includes 'Menu', 'Quick Access', 'Personal', 'Financial', 'Course', 'Grades', 'Course Time Table', 'PPW', 'ORW', 'Related Links', and a 'Logout' button. The main content area is titled 'Fees Information of Ms. ANJALI CHAUDHARY' with 'Roll No: AMSCOHSM-10002'. It contains a form with the following fields: 'Student Semester' (dropdown), 'Academic Year' (dropdown), 'Fee Rs.' (text input), 'Fee Date' (Day, Month, Year dropdowns), and 'Bank Receipt No.' (text input). Below the form are 'Submit' and 'Reset' buttons. At the bottom, there is a section titled 'Student Fees Report'.

Fig. 5 Fee Payment Module

6. Plan of Post Graduate Work (PPW)


A student Plan of Post Graduate Work (PPW) contains various options for selection of minor discipline, major and minor courses, details of advisory committee, thesis problem and submission of PPW. The PPW submitted by a student needs to be approved in a sequence

by his/her Advisory Committee Members, Guide, Professor & Head, Dealing Assistant, AAO, Academic In-charge and Dean of the discipline.

6.1 Choosing Minor Discipline

Student can choose his/her major/minor discipline by clicking on **PPW** and then click on **Minor Discipline**.

- As per requirement select first, second, third and fourth minor disciplines from the respective options '**First Minor Discipline**', '**Second Minor Discipline**', '**Third Minor Discipline**' and '**Fourth Minor Discipline**' dropdown menu.
- Select Supporting courses (if applicable) from **Supporting Courses** dropdown menu as per need. Select Audit courses (if applicable) from **Audit Courses** dropdown menu as per need.
- Select Compulsory courses (if applicable) from **compulsory Courses** dropdown menu as per need.
- After selecting relevant information click on '**Submit**' button.



Academic Management System
Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya

Logged in as :
MS. ANJALI (Student)
Logout

Menu

- Quick Access
- Personal
- Financial
- Course
- Grades
- Course Time Table
- PPW
- ORW
- Related Links
- Logout

Select Various Type of Courses and Disciplines

Major Discipline

Please Make a Selection

1st Minor Discipline

Please Make a Selection

2nd Minor Discipline

Please Make a Selection

3rd Minor Discipline

Please Make a Selection

4th Minor Discipline

Please Make a Selection

Supporting Courses

Yes

Audit Courses

Yes

Compulsory Courses

Please Make a Selection

Submit

Fig. 6.1 Choosing Minor Discipline

6.2 Selecting Course

Student can choose/allocate his/her courses offered by the division/guide, by clicking on PPW and then click on Courses.

- Select academic year and semester from 'Academic Year' and 'Semester' Dropdown. and click on add semester.

The screenshot shows the 'Allocate Courses' page of the Academic Management System at Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya. The user is logged in as MS. ANJAU (Student). The page displays a form for selecting an academic year (2018-19) and semester (I), with an 'Add Semester' button. Below the form is a table showing allocated courses for the selected semester and year. The table has columns for Semester-AcademicYear, Course No., Allocate, and Delete. The current view shows 'No Records' for the selected semester and year.

Academic Management System
Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya

Logged in as : MS. ANJAU (Student)
Logout

Menu

- Quick Access
- Personal
- Financial
- Course
- Grades
- Course Time Table
- PPW
- ORW
- Related Links
- Logout

Allocate Courses
Roll No: H-9350/16/20 Major Discipline: FSN

Note :-

Academic Year: 2018-19
Semester: I
Add Semester

Semester-AcademicYear	Course No.	Allocate	Delete
I-2018-19	No Records	Major Minor 1 Minor 2 Minor 3 Minor 4 Supporting Courses Compulsory Courses Audit Courses	Delete

Fig. 6.2Selecting Course


- After adding a semester, we can add new courses offered for that semester and academic year.

6.3 Constitution of Advisory Committee

After constitution of advisory committee, the student is suppose edtoenter details of his/her advisory committee members by click in gon **PPW** and then click on **Advisory Committee**.

- Next screen contains a links '**Choose Major Member**' '**ChooseMinor1Member**' '**Choose Other Member**' etc. for selecting members from major, minor and other disciplines.
- To select a member from major discipline ,click on '**Choose Major Member**'.
- This will show next window containing '**Faculty Members**' and '**Advisory Committee Members**' list boxes.
- Select a faculty member name from '**Faculty Members**' list box and move it to '**Advisory Committee Members**' list box by **right move>>button**.
- Afacultymembernamein'**AdvisoryCommitteeMembers**'listboxmaybemovedbackto
- '**Faculty Members**' list box by **left move << button**.
- Click on '**Save Changes**' button.
- Theselectedmajorfacultymemberwillappearinarowbelow'**ChooseMajorMember**'

In similar manner ,members from remaining discipline may be selected.



Academic Management System
Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya

Logged in as :
MS. ANJALI (Student)
Logout

Menu

Quick Access
Personal
Financial
Course
Grades
Course Time Table
PPW
ORW
Related Links
Logout

Print


Proposal for Constitution/Re-constitution of Advisory Committee

1.	Name of Student	Anjali Chaudhary
2.	ID No.& year of Admisssion	H-9350/16/20 (2020)
3.	Degree Programme and Subject	M.Sc. (FSN)
4.	College	College of Home Science, Kumarganj

Advisory Committee

Name & Designation	Approved Member
Chairman	
FSN(Co-Chairman) Choose Co-Chairman Member Choose From Other Discipline Choose From Other College	
FSN(Core) Choose Core Member Choose From Other Discipline Choose From Other College	
(Supporting/Minor 1)	
(Supporting/Minor 2)	
(Supporting/Minor 3)	

Fig. 6.3(a) links for Selecting Advisory Committee Members

AMSCOISM-10002


Academic Management System
Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya

Logged in as :
MS. ANJALI (Student)
Logout

Menu

Quick Access
Personal
Financial
Course
Grades
Course Time Table
PPW
ORW
Related Links
Logout

Advisory Committee

Roll No :
AMSCOISM-10002

MEMBER

SADHNASINGH

SELECTED MEMBER

>
<

Save Changes
Back

Fig. 6.3(b)Advisory Committee Members

6.4 Submitting thesis abstract

Students are expected to submit his/her thesis abstract as a Plan of Post Graduate Work. To submit thesis abstract click on **PPW** then click on **Thesis Problem**. Kindly insure that there is no blank space in the file name to be uploaded. Click '**Submit**' button to upload the thesis abstract file and other information in the system.

Academic Management System
Acharya Narendra Deva University Of Agriculture And Technology, Ayodhya

Logged in as :
MS. ANJALI (Student)
Logout

Menu

- Quick Access
- Personal
- Financial
- Course
- Grades
- Course Time Table
- PPW
- ORW
- Related Links

Print

Student PPW

Student has not filled his/her Qualification. Please fill your qualification first.
[Fill Qualification](#)

Thesis Title is not uploaded. Please upload Thesis Title first.
[Upload Tentative title of the thesis](#)

Student Name	Anjali Chaudhary
Roll No.	H-9350/16/20
Date of enrollment	13/11/2020
Degree	M.Sc.
Discipline	Food Science & Nutrition
Major Discipline	Nil
Optional	Nil
Minor 1 Discipline	Nil
Minor 2 Discipline	Nil
Minor 3 Discipline	Nil
Minor 4 Discipline	Label
Supporting Discipline	Label
Compulsory	No
Other Field	No

[Qualifications :](#) No Records

[Tentative title of Thesis :](#) No Records

[Advisory Committee:](#) No Records

[Course Work:](#)

[Major Discipline:](#) No Courses

[Optional:](#) No Courses

[Minor 1 Discipline:](#) No Courses

Fig. 6.4 Plan of Post Graduate Work (PPW)

