

## CCOAMS-COMplete COLLEGE ONLINE ADMINISTRATION MANAGEMENT SYSTEM

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**Abstract** -The Objective of the project is to develop Administration Management System for all Colleges to maintain and manage the basic modules of the college such as Student Administration which includes user creation, Application submission, Application and document verification by staff, sending mails and notification regarding student's Progress, verifying staff accounts, etc. The Project also provides Modules Student Placement, Staff Recruitment, Result analysis based on current semester results and generation of report, Exam fee module for generating Consolidated Fee Reports for Office Use, Students and Teacher's Reference. The Project also Comprises of Study Material Modules for Students of the college. Best practices of a typical Engineering college was re-viewed and each module was studied thoroughly .As these finding helped in formulating and developing an appropriate system for the users of the college that make the work simple and easier. Waterfall methodology is in developing this project. The development is seen as flowing steadily downwards through different phases.

**Keywords:** *Administration, Placement, Staff-Recruitment, Exam-Fee, Result-Analysis, Study Material.*

### I. Introduction

The project titled complete college online administration management system is developed to support all modules of a college and make the task of concerned

department faster and easier in terms of money, time and Storage. To minimize errors and mistakes caused due to manual entry/filling of forms and documents, and it also helps to search required data faster easily.

The system is designed and developed in a user friendly way that can be understood easily and adopted in a less time with easy navigation. It supports Report generation by filtering data as per the criteria and can be exported to MS Excel.

The CCOAMS is a web application developed using PHP and MySQL and allows the user to perform any required task and any time and place having internet facility by accessing required data. Students are allowed to fill the College Application and submit his/her Softcopy of Educational documents for verification and can know the status by login to their profile. It helps Admin and college Staff updated with students' data.

The Project includes modules for Student Administration, which has sub-modules for student registration, online filling of application and document submission, Id generation according to streams and related tasks. Student details are maintained from the day of admission and are accessed by Office, Teaching and Placement Staff as per their requirements. Project provides the Staff Recruitment Module for Teaching Staff which allows Admin to recruit staff by viewing resume uploaded by applicants.

Saves time for application and document submission, allows the staff to verify student application without hurry and makes the task of report generation in seconds. Result analysis and exam fee modules are also added to the project to keep the student results updated after every semester, to calculate consolidated exam fee reports for Office use, and to calculate next semester Exam fee for students and teachers reference. Results are generated from Result websites such as fastvtu and vtu websites. The study material module allows the student to be updated with the current semester notes matching the syllabus.

Users of the system include Admin, Staff (Office, Teaching, Placement), and Student. Each user is presented with a different user interface, with different operations according to their departments. Each user including student will be presented with separate homepage and authentication is necessary to login, which provides security and privacy to users. The project resolves all issues of the existing system and changes the workflow architecture and environment of all departments of college. It provides the options for printing and exporting data as soon as it is generated, database backup and recovery.

## **II. LITRATURE SURVEY**

Day by day the number of educational institution is increasing. They are spending more and more money to organize and maintain their infrastructure. Every educational institution may have 1000's of students, and every year the number of students keeps on increasing. Every college will have different departments and each department will have specific tasks to complete such as data entry, respond to student queries, inform students about news and updates, Report generation, etc. For

proper functioning of college every department has to finish the work on time and has to be updated with the changes in the institution. Every college maintains information of all students in Excel sheets which is very difficult to manually update and keep track of student's data and to search wherever necessary and has to be filtered by branches and saved. College staffs are challenged to effectively keep track of necessary student information of different branches and have to be ordered as per the required criteria.

Report generation is very difficult task for staff of all departments of college as the data has to be converted to information which involves fetching, filtering, copying, ordering and then generated as specified by admin and involves correction to remove errors to prevent inaccuracy of reports. These problems are faced everyday by college staff due to time constraints and errors that may happen on regular basis. CCOAMS application is a web based application developed to solve the problems of college. It is used to keep track of information of students as well to reduce the work of college staff as the application collects information from students during admission, placement, and fetches student results from result website and so on. The application provides a user interface for all users by providing set of operations of every department.

Report Generation is made simpler with sorting and filtering options and can be generated in seconds as per the different criteria such as branch wise, percentage wise, Application status, fee payment status, subject wise results, etc. Reports are exported in Excel sheets as it is already employed by college staff. Students can ask their query by selecting necessary

department and staff so that the work is divided equally to staff all departments.

### **III. EXISTING SYSTEM**

**College Administration Management System** was earlier done by maintaining data in Excel sheets, in student application forms and in printouts. There were long queues of students waiting to submit their Application forms and Documents for verification. All data from Student's application form was entered to Excel sheets manually which would give rise to manual errors and same information was used for other tasks. Document verification was not done at the time of submission and applicants were informed about the status of verification only at end of Verification process, and Application Verification status and selected students list was displayed on college notice board. Student Applications were sorted in the order of Application id and has to be filtered by streams and reordered by alphabetical order as this information was used by all other departments for future reference and has to be verified thoroughly to avoid errors. College Staff were busy all the time from morning to evening and Applicants would have to wait at break time. Report Generation was a very difficult task as per the required criteria, which involves filtering, reordering and a series of corrections

### **IV. PROBLEMS WITH EXISTING SYSTEM**

1. Long queues at the time of admission

2. Any Queries are answered in personal
3. No Notifications were sent to applicants regarding selection status
4. Report generation would take hours to complete
5. Generated reports were not accurate and involves series of correction before submission of final copy
6. All data from student application was entered manually and took more time
7. Students were not getting study materials at time
8. Staff recruitment was a long process.

### **V. PROPOSED SYSTEM**

To get rid of problems faced by the existing system a well-structured online application is necessary to be developed. The proposed system is developed to manage all modules in an effective way, makes work faster, easier and saves time. Students/Applicants have to register in the website and then allowed to fill the Student Application form. Students can fill the application form from any place having internet facility in any time. Applicants are automatically notified about the status of their selection as soon as their Application and Documents are verified and it is not necessary for applicants to visit college to know the progress. Similar to Students, College staff is necessary to register to website, and are presented with different user profile with set of operations according to the departments, which allows Staff of different department to perform required operation from any place and reduces stress and results in proper completion of work. Report Generation was a very difficult task for the College Staff to filter the students list according to criteria specified by Admin and would take hours to complete. In the proposed system report

generation can be done in different criteria as required by the department and exported to Excel sheet (.xls) in seconds. This saves lot of time and allows completing other work.

The proposed system also provides the facility to upload notes to the website to ensure that all college students are always update with the necessary study materials. These Study materials are filtered by course and semester so that students won't be having any ambiguity in downloading them. College students are not necessary to visit concerned department and staff to clarify their queries. Students are provided with an option to submit query to staff of different department and can view the answer from home only. In the same manner College staff can also send notification to all students about their progress regarding studies, attendance, fees, placement etc. from one place, so that staff is not necessary to visit and disturb classes

1. Changes the complete working environment of college.
2. Reduces man-power, time and money.
3. Completion of work at faster rate and achieves higher efficiency.
4. Eliminates the head-ache of report generation.
5. Reports generated are more accurate and no manual errors
6. Provides security and privacy to all users
7. Easy to understand the flow and adopt the system.
8. Students get the study material at right time
9. Process of Staff Recruitment is done faster.

## **VI. CONCLUSION**

CCOAMS provides an accurate and easy way to manage all students information of the college. The CCOAMS system provides

- Changes the complete working environment of college.
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- Completion of work at faster rate and achieves higher efficiency.
- Eliminates the head-ache of report generation.
- Reports generated are more accurate and no manual errors
- Provides security and privacy to all users
- Easy to understand the flow and adopt the system.
- Students get the study material at right time
- Process of Staff Recruitment is done faster.
- Provides regular backup of database

In Results generation, all student results are retrieved from results website, by traversing each student results and storing them in database.as this confirms the results are correct as per the university. As a result all reports generated using this data is accurate. This result data stored in database is used in generating consolidated exam fee list, for calculation of result analysis and calculation of student exam fees for upcoming semester.

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