

# School Management Information System



## DO YOU KNOW?

*Every school needs a strategy for managing information of students, generating fee cards, collections, marking attendance, generating mark sheets for exams and sharing information to parents. School management also need right information for concerned departments and in timely fashion.*

*Decision making process is fast...!*

*Manual systems are less prone to technical difficulties, but they cannot process information as efficiently as smoothly functioning computer systems.*



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## ABOUT US

### Be Updated...!

#### History

**iTech Solutions** was created in 2007 to address the need for professional I.T Consulting, Web Development services and Software Development. We enable you to become more efficient, streamline your operations, and grow to your true potential with the power of technology.

#### Products

We are specialized in database management system and customized solutions. We have deployed variety of products in different markets like Restaurants, Banquets, Travel, Schools, Distributions, Housing Schemes and Retail. Our customer base is not only in **Pakistan** but we served **UAE, KSA, Bahrain & International** market.

#### Services

Unlike other Software and Web Development companies, iTech Solutions strives to partner with your business to implement solutions that you need. We do not try and sell any unnecessary services. If you're successful, we're successful.

# Manual vs. Computerized Record Keeping



## Manual Record Keeping

- *Highly employee intensive & dependency.*
- *Human errors occurrence.*
- *Longer time to generate reports.*
- *Searching for records is time consuming.*
- *Issues with data security.*
- *Less standardized reporting.*
- *Low productivity.*
- *Paper backup consume space with high cost.*



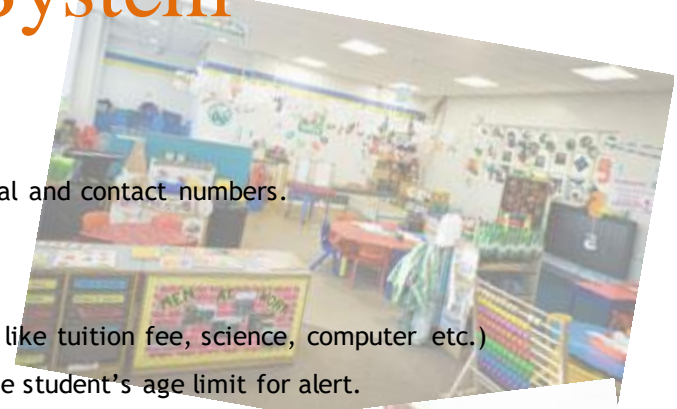
## Computerized Record Keeping

- *Less employee intensive / dependency.*
- *Minimize chances of human errors.*
- *Reports generation on single click.*
- *Searching of records is just few clicks away.*
- *Complete data security with user's management control.*
- *Proper standardized & verified reporting.*
- *Increase productivity & efficiency of employees.*
- *Auto backup with single file to cover years of data.*

# iTech School Management System

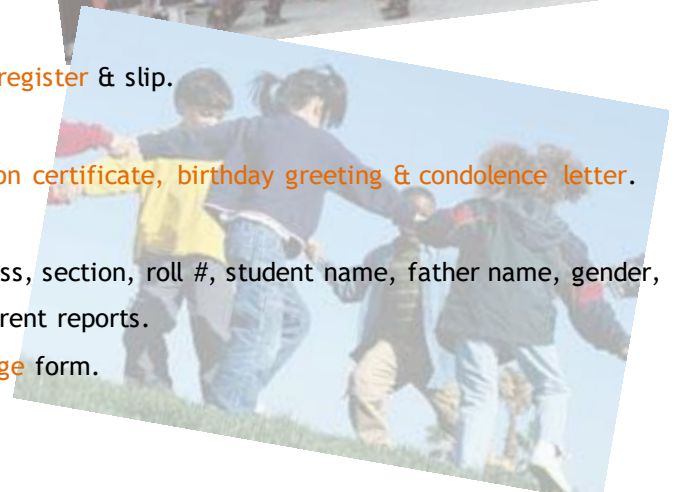
## Basic School Structure

- **Campus Defining**
  - **Campus title, slogan, gender type, medium** and other details of principal and contact numbers.
  - **Campus logo** attachment option.
- **Classes & Fee Structure**
  - Campus wise classes defining with **fee structure** (under different heads like tuition fee, science, computer etc.)
  - Per day / Fix Amount / Percentage base **late fee fine policy** & class wise student's age limit for alert.



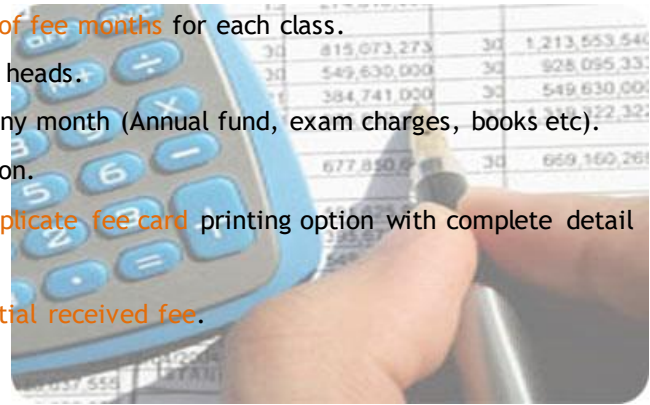
## Admission Module

- Complete **personal details of student** including date of birth, gender, birth place, medical info, kin details, language, last school & class, religion, special info, **student's picture** etc.
- **Father & mother information** with contact info, CNIC, occupation, address etc.
- Campus, class, section & category wise student's admission with auto fee allocation and concession option.
- **Kinship management** and auto connection with all kin by selecting only one student.
- Separate **admission & security fee**, allocation for first time only in fee voucher.
- Computerized admission form printing with class wise student summary report.
- Campus, class & section wise **student strength** report, **admission & withdrawal register** & slip.
- Kinship wise summary report, **Student's id cards & contact list**.
- **Character certificate, NADRA certificate, school leaving certificate, participation certificate, birthday greeting & condolence letter**.
- Summarized student's admission and leave annual analysis report.
- Separate **form for student searching** with different parameters like campus, class, section, roll #, student name, father name, gender, kinship, family #, contact #, adm. Year, pass year etc. for quick access to different reports.
- Easy to change whole campus, class & section into new through **bulk class change** form.



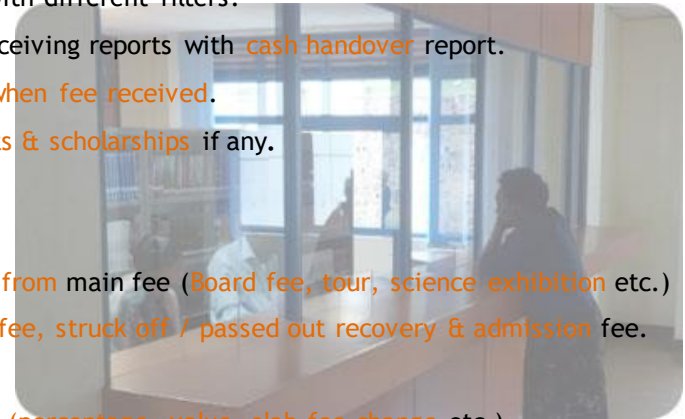
## Fee Calculation

- Campus and class wise **fee calculation** module to generate **computerized fee voucher** of students.
- **Adjustable due date** with different **number of fee months** for each class.
- Fee voucher under predefined different fee heads.
- Option to **allocate occasional fee heads** in any month (Annual fund, exam charges, books etc).
- **Advance fee** receiving and **fee right off** option.
- Campus, class & section wise **duplicate / triplicate fee card** printing option with complete detail of student with snap and fee heads.
- Summarized report of **receivable, full & partial received fee**.



## Fee Collection

- Receiving date & bank date wise **fee collection**.
- Student id wise fee collection and auto filling of all receivable fee heads.
- Auto calculation of **percentage / per day / fix late fee fine**.
- **Full & partial fee collection** option with auto generated of **collection receipt**.
- **Bank wise fee collection** option, date wise fee collection & scroll.
- **Fee defaulter summary** & detail reports with different filters.
- Different detailed and summarized fee receiving reports with **cash handover** report.
- **Auto branded sms generation to parents when fee received**.
- Auto **adjustment of advance fee, discounts & scholarships** if any.



## Misc. Fee Voucher

- Misc. fee vouchers & collection, **separate from main fee** (Board fee, tour, science exhibition etc.)
- **General fee collection** to collect **security fee, struck off / passed out recovery & admission fee**.

## Fee Change

- Class wise different options to **change fee** (percentage, value, slab fee change etc.)

# iTech School Management System

## ATTENDANCE

### Students Attendance

- Daily attendance marking in morning & evening session.
- Option to **mark absentees, leave & half leave** and to keep **remaining students present** by default.
- Different status of students like (present, absent, leave, half leave & without status).
- Separate form for students to enter **date range for leave** with remarks option.
- **Attendance registers** showing date to date status of student with summary with morning / evening session filter
- **Student Attendance summary** report showing total present, absent, leaves etc. for a certain date range.
- **Class wise attendance summary** report showing total attendance of students with percentage.
- Option to send **personalized branded sms** to parents for student's attendance.
- Option to send customized **monthly attendance summary** report **via personalized branded sms** to parents.
- Class wise attendance comparison report.
- Attendance summary printing at examination progress card of student.
- Blank attendance register for class wise attendance marking.

## EXAMINATION

### Students Examination

- **Exam Defining**
  - Campus and class range wise **monthly / practice / full course exam** defining.
  - Option to **add 4 tests in a single exam**.
  - Option to type **result date, fail percentage & attendance percentage** to show at result card.
  - Option to **add results of previous exam** according to weightage.
- **Exam Marking**
  - Option to enter different **maximum marks for each test** in single exam and to mark student's attendance status as absent / leave on paper day if student is not present.
  - Option to show **narrative analyses** for different variables at result card with simple mouse clicks.
  - Different exams reports like (**detail & summarized award lists, subject wise & overall mark sheets, individual progress card, accumulated card, exam / subject wise comparison** etc.)
  - Option to **send exam information to parents via personalized branded sms** in clicks.
  - Option to **promote students** to next classes in minutes.
  - **Gender based class promotion** and campus separation.

# iTech School Management System

## Branded SMS:

SMS alerts has emerged as an important information circulation tool and it is replacing traditional phone calls with every day passage. iTech Solutions comes with Branded SMS Solution in bulk to its clients. The service focuses to make better relationship with parents. If you want to send different alerts to parents in a professional way; and at reasonable price to convey your message, iTech Solutions helps you in this regard with professional attitude.

## Other Modules:

### Teachers Registration

- Complete bio data of teacher with picture attachment, Interview details, refer by details with previous education & employment history.

### Inquiry Module

- Complete information & record keeping of prospect / visited students inquiry.

### Entry Test

- Session, campus & class wise entry test numbers feeding with award list & progress card.
- Integration of entry test with admission form to auto fetch details of students.

### Hostelized Students Module

- Complete information of guardian with 3 persons to assign pickup authority with snaps & time occurrence to go home.

### Scholarship Module

- Student wise scholarship / discount with details and for defined period in amount and percentage.

### Student's Event Log

- Keeps record of every event (Good / Bad) performed by student with details.
- Participation & event certificate Printing option.



**Information Technology (I.T.)** has brought revolution in the businesses either of minute or huge scope. From simple P.O.S to an ERP Solutions, I.T. enables you to access your required information the way you want it, easily, securely and efficiently within clicks. iTech Solutions provides you the platform to get started or upgrade your business in I.T.

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Our qualified staff has the knowledge and experience to tackle any problem. We'll work directly with your company to completely understand your situation, make intelligent recommendations, and implement a customized solution to fit the needs of your business / organization.

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