

e-Campus

-:User Manual:-



A Trust Management Software By Step InfoTech



Hostel Co-Ordinator Module

Introduction (All About eCampus Platform)

eCampus is a comprehensive educational management software designed to streamline operations within educational institutions. It serves as a total management solution for educational trusts, enabling efficient handling of various administrative tasks. The platform integrates multiple modules that cater to the diverse needs of students, staff, and management, fostering an organized environment conducive to learning and administration. This user manual aims to provide a thorough understanding of the eCampus software, guiding users through its features and functionalities. Whether you are an administrator, teacher, or staff member, this manual will assist you in utilizing the system effectively to enhance your operational efficiency.

Scope

The eCampus software encompasses a wide range of functionalities essential for managing educational institutions. The scope of this manual includes:

- Student Management: Processes related to admissions, account management, attendance, and performance tracking.
- Staff Management: Features for payroll, attendance, and performance evaluations.
- Resource Management: Modules for managing inventory, transport, hostel accommodations, and mess services.
- Academic Management: Tools for examination scheduling, library management, and sports activities.
- Financial Management: Facilities for fee management, accounting, and reporting.

The manual is structured to cover each module in detail, providing step-by-step instructions, forms, reports, and best practices to ensure a smooth operational workflow.

eCampus Software Overview

eCampus is designed to facilitate educational institutions in managing their day-to-day operations effectively. The software includes the following key modules:

Student Admission Section

This module manages the entire admission process. It records student details such as personal information, previous education, and documentation. The system generates a unique ID for each student, ensuring easy tracking and retrieval of records. It also allows users to add, update, or delete entries, including backdated information. Documents related to admissions, such as registration forms and medical history, can be uploaded and tracked.

Student Account/Fees Section

After admission, this module facilitates the management of student accounts. It transfers fees based on the unique ID generated during admission and allows for comprehensive financial tracking. Users can generate various financial reports, handle refunds, and manage collections. It integrates with other modules to pull necessary information for accurate fee processing, including bills from the store, laundry, and library.

Student Package

This module receives and organizes student information for school and hostel purposes. It enables the creation of a material master for hostel allocations, defines quantities for items issued, and manages pocket money accounts. Expenses for both school and hostel activities can be tracked and reported efficiently.

Payroll/Personal Section

This module focuses on staff management, including recording personal information, leave management, and payroll processing. It generates payment sheets based on salary structures, allowances, and attendance. Reports for professional tax (PT), provident fund (PF), and employee appraisals are also generated, ensuring compliance and transparency.

Store/Stock Department

This module manages inventory by recording material information and facilitating dispatch according to demand. It generates stock reports on a daily, monthly, and yearly basis, allowing users to track materials effectively. Purchase orders can be created and submitted for approval, while alerts for stock shortages or expirations ensure timely action.

Transport Section

This module organizes student transport logistics by recording vehicle details, driver information, and maintenance schedules. It allocates buses and routes to students, generating reports on bus stop and route-wise student details. Users can maintain logs for vehicle services and fuel consumption, enhancing operational efficiency.

Mess Department

This module manages dining services within the institution, recording daily menus and tracking attendance for students, staff, and guests. It generates consumption and wastage reports, providing insights into food management. Billing details are sent to the accounts department for processing.

Attendance Management

This module records student attendance, utilizing biometric devices or manual entry methods. It generates weekly, monthly, and yearly attendance reports and calculates detention lists for students. Automated attendance letters can be sent to parents through various communication channels.

Exam Department

This module oversees all aspects of examination management, from student allocation to exam scheduling. It generates seating arrangements, invigilation charts, and progress cards. It also allows for the recording of marks and generates reports summarizing performance across different assessments.

Library Department

This module manages library operations, including the recording of books and the generation of barcodes for tracking. It issues library cards to students, manages book loans, and tracks overdue items. Reports on library usage, including daily, monthly, and yearly statistics, are generated to aid in resource management.

Hostel Department

This module manages all aspects of hostel life, including room assignments, pocket money management, and material allocation. It tracks attendance for hostel residents and manages interactions with other departments such as laundry and infirmary services.

Maintenance Department

This module records all maintenance-related activities for institutional facilities and equipment. It generates alerts for service requirements and tracks the usage of resources, ensuring optimal functioning of all machines and equipment.

Infirmary/Medical Section

This module manages student health records, including medical history and treatments received. It generates reports on health check-ups and ensures that medical supplies are adequately tracked and maintained.

Laundry Section

This module tracks laundry services for both students and staff. It maintains records of inwards and outwards laundry, generates daily expense reports, and provides insights into material usage and costs.

Sports Section

This module organizes sports activities, tracks student participation, and manages sports-related events. It records achievements and helps in the allocation of resources for various sports activities.

Advertisement Section

This module manages institutional advertisements and announcements. It ensures that relevant information is communicated effectively and generates reports on advertisement engagements.

Inward/Outward Section

This module tracks the movement of materials, ensuring proper documentation for all inward and outward transactions. It generates reports to summarize material flow and provides visibility into inventory levels.

Public Relations (PRO) Section

This module manages communications and relationships between various departments. It generates reports and schedules to keep track of public relations activities and engagements.

Teacher Portal

This module provides a platform for teachers to manage their classes, attendance, and assignments. It allows for the generation of class and teacher timetables, ensuring effective management of teaching schedules.

Student Performance Section

This module tracks student performance across various parameters, including attendance, exam results, sports, and assignments. It provides a comprehensive overview of a student's academic journey, aiding in performance analysis and reporting.

Account Linking to Tally

This module integrates financial data with Tally accounting software, ensuring seamless financial management and reporting. It helps maintain accurate financial records and simplifies the accounting process.

Tipni Management

This module handles administrative workflows, including the approval of new work requests, quotation uploads, and billing for various services. It generates management information system (MIS) reports for oversight and planning.

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Hostel Coordinator Module

The **Hostel Coordinator** module is essential for managing all aspects of hostel operations, including master data management, student allocations, and attendance tracking. This module enables hostel coordinators to maintain accurate records and ensure the smooth functioning of hostel facilities.

1. Login Page

The login page is the entry point for hostel coordinators to access the module. Users must authenticate themselves using their credentials to ensure secure access to hostel data.

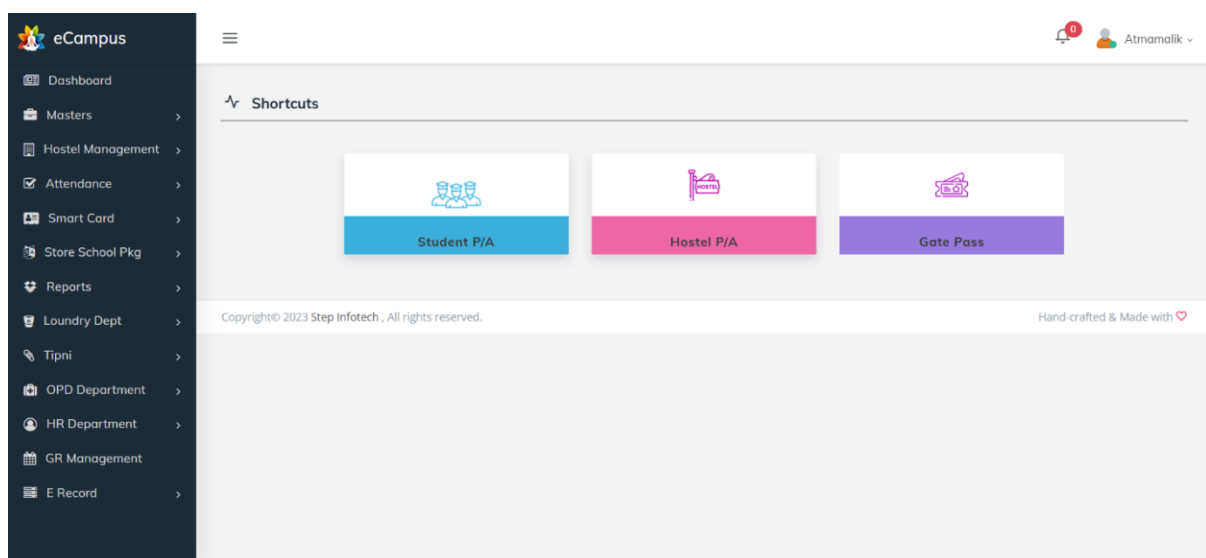
- **Username and Password:**
 - Enter the login details assigned by the IT department. The username and password fields are mandatory for authentication.
 - If you encounter issues with your password, consider using the "Forgot Password" link to initiate a recovery process via email.
- **Login Button:**
 - Clicking this button validates your credentials. Upon successful authentication, users are redirected to the dashboard, where they can manage hostel operations. Ensure all fields are filled correctly to avoid login errors.

The screenshot displays the eCampus login interface. At the top, a dark blue header contains the 'eCampus' logo on the left and a notification bell icon on the right. Below the header, a yellow banner features a Diwali greeting: 'Happy Diwali from StepInfotech Nashik! Wishing you joy, prosperity, and success with eCampus!'. The main content area is light gray and contains a white login form titled 'Login :'. The form includes a dropdown for 'Educational Year' (set to '2024 - 2025'), a dropdown for 'User Roles' (set to 'Hostel Co-ordinator'), and text input fields for 'Username' and 'Password'. A prominent red 'Login Here' button is positioned below the password field. A blue link for 'Forgot Password' is located at the bottom left of the form. The footer consists of a dark blue bar with the copyright notice 'Copyright © 2023 Step Infotech . All rights reserved.' on the left and 'Hand-crafted & Made with ❤️' on the right.

2. Dashboard

The dashboard provides an overview of key metrics related to hostel operations. It serves as a central hub for managing all hostel-related tasks.

- **Key Metrics:**
 - Displays essential statistics such as occupancy rates (percentage of beds filled), total fees collected, and pending tasks (notifications for any action required).
- **Navigation Links:**
 - Quick access to functionalities such as student management, room assignments, and reports. Each link directs users to the relevant section of the module.



3. Student Personal Account

This section manages the financial and personal information for students residing in the hostel.

- **Financial Overview:**
 - Users can view details such as:
 - **Student ID:** A unique identifier for each student.
 - **Fees Paid:** Total fees paid to date.
 - **Outstanding Balance:** Any pending amounts that need to be settled.
 - This aids in tracking financial obligations and maintaining accurate financial records.
- **Editing Options:**
 - Coordinators can update personal information, including:
 - **Student Name:** To reflect the student's legal name.
 - **Contact Information:** Phone number and email for communication.
 - **Emergency Contacts:** Names and numbers of contacts in case of emergencies.

- Dashboard
- Masters
- Hostel Management
- Attendance
- Smart Card
- Store School Pkg
- Reports
- Laundry Dept
- Tipni
- OPD Department
- HR Department
- GR Management
- E Record

STUDENTS PERSONEL ACCOUNT:

Financial Year:
2024 - 2025

Select School:
Om Gurudev English Medium Gurukul, Kokamthan

Section Name:
Atma Malik Military Foundation English Medium Gurukul

Type:
☐ PRE-PRIMARY
 ☐ PRIMARY
 ☒ SECONDARY
 ☐ HIGHER-SECONDARY

Registration No:
6121

Select Year:
2024 - 2025

Select Class:
VIII

Select Division:
A

Select Student:
BODAKHE SONAKSHI PRAVIN

OPERATION

SHOW

CLOSE

REPORT

Om Gurudev English Medium Gurukul, Kokamthan

Atma Malik Military Foundation English Medium Gurukul

DATE : 28-Oct-2024

STUDENT'S PERSONAL ACCOUNT

YEAR : 2024 - 2025

G.R. NO. : 6121

STD : VIII

PRE. BALANCE : 0.00 DR

NAME : BODAKHE SONAKSHI PRAVIN

DIV. : A

PRE. BAL. PAID AMOUNT : 0.00

TERM : YEAR

SCHOOL PACKAGE FEE :- 0.00

FINE AMT : 0.00

SCHOOL PACKAGE PAID :-

PARTICULAR	AMOUNT	PAID AMOUNT	BALANCE AMOUNT
New Admission Fee	12000.00	12000.00	0.00
Tuition Fees	30500.00	30500.00	0.00
Hostel Fee	95500.00	52500.00	43000.00
Other Fee	0.00	0.00	0.00

STUDENT'S RECEIPT DETAILS

SR. NO.	DATE	RECEIPT NO.	INSTALLMENT NO.	PAYMENT MODE	INSTALLMENT AMOUNT	BANK NAME/ TRANSFER NARRATION
1	22-Apr-2024	119803	1	BY BANK	69000.00	BOM 8770 EMS UPI 411358027721
2	25-Aug-2024	123556	2	BY BANK	26000.00	BOM8770-UTR 423824255069
TOTAL FEE -		138000.00		TOTAL PAID -		95000.00
CR BALANCE -		0.00		TOTAL BALANCE -		43000.00

4. Hostel Master

The Hostel Master feature allows for the creation and management of hostel master data.

- **Hostel Details:**
 - Users can input essential information including:
 - **Hostel Name:** The official name of the hostel (mandatory).
 - **Location:** Physical address where the hostel is situated.
 - **Total Capacity:** Maximum number of students the hostel can accommodate.
 - **Amenities Available:** Checkboxes or dropdowns to select available facilities (e.g., Wi-Fi, laundry service).
- **Data Management:**
 - Options to delete or modify records as necessary, ensuring the system reflects current hostel data.

The screenshot displays the eCampus interface for the Hostel Master module. On the left is a sidebar with navigation options: Dashboard, Masters, Hostel Management, Attendance, Smart Card, Store School Pkg, Reports, Laundry Dept, Tipni, OPD Department, HR Department, GR Management, and E Record. The main content area is titled 'HOSTEL INFORMATION:' and contains a form with fields for 'Hostel ID' (value: 50), 'School Name' (dropdown menu), and 'Hostel Name'. Below the form is an 'OPERATION' bar with buttons for NEW, SAVE, UPDATE, DELETE, and CLOSE. A table lists existing hostel records with columns for Hostel Id, Hostel Name, School Id, and School Name. The table contains 12 rows of data. At the bottom of the table are pagination controls showing 1, 2, and 3.

Hostel Id	Hostel Name	School Id	School Name
4	Integrated Hostel (International School Campus)	3	Om Gurudev English Medium Gurukul, Kokarnthan
5	Special Semi School Hostel (International Campus)	1	Om Gurudev Sec. and Higher Sec. Gurukul
6	Regular Marathi Medium Gurukul Building Hostel	1	Om Gurudev Sec. and Higher Sec. Gurukul
46	SPECIAL GURUKUL SEMI HOSTEL	1	Om Gurudev Sec. and Higher Sec. Gurukul
49	VARKARI GURUKUL SEMI HOSTEL	1	Om Gurudev Sec. and Higher Sec. Gurukul
9	College Hostel (International Campus)		
27	Atma Malik NDA Academy	5	Om Gurudev Sec. and Higher Sec. Gurukul - Jr. College
11	Regular Semi School Hostel (Old English Medium School Campus)	1	Om Gurudev Sec. and Higher Sec. Gurukul
12	Damodar Building Hostel	3	Om Gurudev English Medium Gurukul, Kokarnthan
14	C.B.S.C Hostel (International Campus)	2	ATMA MALIK INTERNATIONAL SCHOOL - CBSE

5. House Master

This feature manages data related to individual houses within each hostel.

- **House Information:**
 - Users can create and update house names and input:
 - **House Name:** Name for the specific house (mandatory).
 - **Number of Beds:** Total beds available in the house.
 - **Capacity Limits:** Setting limits to avoid overcrowding.
- **Room Allocation:**
 - Each house's attributes can be managed easily, including amenities available to residents.

The screenshot displays the 'eCampus' interface with a sidebar menu on the left containing options like Dashboard, Masters, Hostel Management, Attendance, Smart Card, Store School Pkg, Reports, Laundry Dept, Tipni, OPD Department, HR Department, GR Management, and E Record. The main content area is titled 'HOUSE INFORMATION' and includes a form for creating or updating a house. The form fields are: House ID (748), Hostel Name (dropdown), House Name, Floor No., Incharge1, Incharge2, and Reservation Policy (radio buttons for Male, Female, Common). Below the form is an 'OPERATION' bar with buttons for NEW, SAVE, UPDATE, DELETE, and CLOSE. At the bottom is a table listing existing houses.

Sr.No.	House Id	House Name	Hostel Name	Floor No	Reservation	Incharge1	Incharge2	IsHouseAllotted
1	148	C.V.RAMAN	Integrated Hostel (International School Campus)	0	Male	KRUSHNA VITTHAL SAPKAL	0	True
2	150	INDORE	Integrated Hostel (International School Campus)	0	Male	PRAKASH BANDU PAWAR	0	False
3	154	CHITTARANJAN	Atmaroop Hostel	0	Common	GAJARE SHIVANI SHIVAJI	0	False
4	157	SADANANAD	Atmaroop Hostel	0	Common	PAWAR YOGESH SHIVAJI	0	False
5	159	DNYANESHWARI	Atmaroop Hostel	0	Common	SHINDE PARASRAM RAJARAM	0	False
6	602	ROOM NO 321	Super Foundation Hostel	3	Male	PAWAR CHETAN PRABHAKAR	MR.PATIL BHUSHAN V	False
7	12	Viranand	Special Semi School Hostel (International Campus)	1	Common	BAMDALE DNYANESWAR BAPPAJI		True
8	13	Ramkrushnanand	Special Semi School Hostel (International Campus)	3	Common	KALOKHE SANKET RAMESH	0	True
9	14	Rajaramanand	Special Semi School Hostel (International Campus)	3	Common	BAPU RAMNATH FATANGARE	0	False
10	654	ROOM NO 112	Junior College New Building Hostel (International campus)	1	Male	NARODE GANESH SHAHARAM	0	False

6. Room Master

The Room Master allows for detailed management of room assignments within houses.

- **Bed Assignments:**
 - Users can assign beds, which are divided into parts A and B for two students. Important fields include:
 - **Bed Number:** Unique identifier for each bed.
 - **Occupied Status:** Checkbox to indicate if the bed is currently occupied.
 - **Student Assignment:** Dropdown or search feature to select the student assigned to the bed.
- **Room Status:**
 - Administrators can mark rooms as:
 - **Available:** The room is ready for new students.
 - **Occupied:** Currently housing students.
 - **Under Maintenance:** Room is not available for allocation due to repairs or upkeep.

The screenshot displays the 'eCampus' interface with a sidebar menu on the left containing options like Dashboard, Masters, Hostel Management, Attendance, Smart Card, Store School Pkg, Reports, Laundry Dept, Tipni, OPD Department, HR Department, GR Management, and E Record. The main content area is titled 'ALLOCATION OF ROOMS' and features a form with the following fields:

- Room Allocation Id:** 657
- Hostel Name:** --- SELECT ---
- House Name:** --- SELECT ---
- Room No.From.:**
- Room No.To:**
- Total Rooms:**
- Capacity of Room:**
- Total Capacity:**
- Reservation Policy:** ☐ Male ☐ Female ☐ Common

Below the form is an 'OPERATION' bar with buttons: ALLOCATE, DEALLOCATE, NEW, SAVE, UPDATE, DELETE, and CLOSE.

A table below the operation bar lists room allocations:

Sr.No.	Allocation ID	Hostel Name	House Name	From Room	To Room	Total Rooms	Capacity of Room	Total Capacity	Reserved For	Is Allocate
1	7	Special Semi School Hostel (International Campus)	Viranand	150	150	1	70	70	Male	True
2	13	Special Semi School Hostel (International Campus)	Ramkrushnanand	248	248	1	70	70	Male	True
3	20	Regular Semi School Hostel (Old English Medium School Campus)	Akshaynand A	1	1	1	60	60	Male	True
4	21	Regular Semi School Hostel (Old English Medium School Campus)	Akshaynand B	2	2	1	48	48	Male	True
5	22	Regular Semi School Hostel (Old English Medium School Campus)	Vaibhavanand A	3	3	1	64	64	Male	True
6	23	Regular Semi School Hostel (Old English Medium School Campus)	Vaibhavanand B	4	4	1	48	48	Male	True
7	24	Regular Semi School Hostel (Old English Medium School Campus)	Vijayanand A	5	5	1	60	60	Male	True
8	25	Regular Semi School Hostel (Old English Medium School Campus)	Vijayanand B	6	6	1	48	48	Male	True
9	26	Regular Semi School Hostel (Old English Medium School Campus)	Nijananand A	7	7	1	60	60	Male	True
10	32	Special Semi School Hostel (International Campus)	Abhyanand	147	147	1	70	70	Male	True

At the bottom of the table is a text input field containing '12345678910...'.

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7. Hostel Allocation

This feature facilitates the allocation of students to hostels based on available space.

- **Student Assignment:**
 - Users can select students from a list and assign them to specific hostels. Important selection areas include:
 - **Select Hostel:** Dropdown menu to choose the hostel for allocation.
 - **Available Beds:** Display showing how many beds are currently free in the selected hostel.
- **Preference Consideration:**
 - Users can view student preferences, such as preferred roommates or specific hostel requests, during the allocation process.

- Dashboard
- Masters
- Hostel Management
- Attendance
- Smart Card
- Store School Pkg
- Reports
- Laundry Dept
- Tipni
- OPD Department
- HR Department
- GR Management
- E Record

ALLOCATION OF HOSTEL FOR SCHOOLS AND SECTIONS:

Hostel Allocation ID:

35

Allocation Type:

☐ Hostel
 ☒ House

Hostel Name:

ATMA MALIK SP SEMI PRIMARY HOSTEL

House Name:

KRUSHNANAND

House allocation for School and Section

Sr.No.	Allocation ID	Hostel Name	House Name	From Room	To Room	Total Rooms	Capacity of Room	Total Capacity	Reserved for	Is Allocate
1	594	ATMA MALIK SP SEMI PRIMARY HOSTEL	KRUSHNANAND	47	47	1	74	74	Male	True

School Name :

Om Gurudev Sec. and Higher Sec. Gurukul

Section Name :

Atma Malik Marathi Medium Hostel Gurukul

OPERATION

NEW

SAVE

UPDATE

DELETE

CLOSE

School Hostel Allotment Details

Sr.No.	Hostel Allocation ID	School Name	Section Name	Hostel Name	House Name	From Room	To Room	Total Rooms	Capacity of Room	Total Capacity	Reserved For
1	5	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Marathi Medium Hostel Gurukul	Integrated Hostel (International School Campus)	Vyankatgiri	1	50	50	2	100	Common
2	6	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Marathi Medium Hostel Gurukul	Integrated Hostel (International School Campus)	Mumbai	101	120	20	2	40	Common
3	7	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Marathi Medium Hostel Gurukul	Special Semi School Hostel (International Campus)	Viranand	121	140	20	3	60	Common
4	8	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Marathi Medium Hostel Gurukul	Regular Marathi Medium Gurukul Building Hostel	Gautam B	141	150	10	2	20	Common

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8. Hostel Deallocation

The deallocation feature manages the process for students leaving the hostel.

- **Removal Process:**
 - Users can remove students from hostel assignments. Important fields include:
 - **Select Student:** Dropdown or search feature to find the student being deallocated.
 - **Reason for Deallocation:** Text box to input the reason (optional, but recommended for records).
- **Confirmation and Updates:**
 - The system prompts for confirmation of deallocations, ensuring all changes are documented accurately.

STUDENT HOSTEL DEALLOTMENT REQUEST:

Request Date: 10/28/2024 Allot ID: 53072 Hostel: Atma Malik Dhyanyog Vidya Sansthan

House: Atmabhakti Total Rooms: 1 Capacity: 60 Allocated: 60 Vacant Bed: 0

Educational Year: 2024 - 2025 School: [Select School] Section: ATMAROOP ENGLISH MEDIUM SCHOOL

Select Student: BARELA JAGRUTI CHHAGAN

Regi.No: 5144 Class: IX Division: I Room No: 2

Room Capacity: Status: Active In-Active: ☒ Remark: FOR LC DEMAND

OPERATION

NEW APPROVE CLOSE

REPORT

Allot Id	Hostel Name	House Name	Student Name	RegNo	Allotment Date	RoomNo	Request Status	Request Date	Request Made By
53072	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	BARELA JAGRUTI CHHAGAN	5144	17-Jul-2024	2			
53076	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	BARELA BHARATI SITARAM	5141	17-Jul-2024	2			
53079	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	BARELA SUSHILA SUNIL	5149	17-Jul-2024	2			
53198	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	PAWARA DIPKAVI ANIL	5155	17-Jul-2024	2			
53092	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	PAWARA RANJITA BHIDAS	5201	17-Jul-2024	2			
53315	Atma Malik Dhyanyog Vidya Sansthan	Atmabhakti	BARELA SUSHILA MOHAN	5148	17-Jul-2024	2			

9. Student Attendance Updation

This section allows for the updating of student attendance records.

- **Attendance Tracking:**
 - Coordinators can mark attendance for hostel residents daily. Important fields include:
 - **Date:** Automatically populated with the current date.
 - **Present/Absent Checkboxes:** Options to mark students as present or absent.
- **Notification Alerts:**
 - The system can send alerts for unexplained absences, helping to maintain student safety.

STUDENT ATTENDANCE:

Hostel: Atma Malik Dhyanyog Vidya Sansthan House: Atmabhajan

Attendance Date: 9/18/2024 Is Holiday?: YES NO

CLASS STUDENTS LIST

ABSENT STUDENTS PRESENT STUDENTS

Regis.No	Name	Id	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
9557	SANKHE MAHI ASHISH	182	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9489	JADHAV HARSHALI KIRAN	183	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9559	THOMAS SELVINA ANTONY	184	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9493	KEDAR SWARA VASANT	185	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
17104	WARE ARADHYA SHRIKANT	186	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9497	PATIL AARADHYA TUSHARRAO	187	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9642	PATIL GUNJAN RAHUL	188	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9613	MAHALKAR SRUSHITI NAVNATH	189	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

10. Student Attendance Report

The attendance report generates comprehensive data on student attendance.

- **Customizable Reports:**
 - Users can specify:
 - **Date Range:** Input fields to select start and end dates for the report.
 - **Select Students:** Option to filter by individual students or groups.
- **Performance Monitoring:**
 - This feature helps identify patterns in student attendance, allowing coordinators to address issues proactively.

STUDENT MONTHLY ATTENDANCE REPORT:

Hostel Name: ATMA MALIK MILITARY SEMI HOSTEL(OLD ENGLISH MEDIUM CAMPUS) Select House: Akshaynand A

Month: April Year: 2022

OPERATION

NEW SHOW CLOSE

REPORT

ATMA MALIK MILITARY SEMI HOSTEL(OLD ENGLISH MEDIUM CAMPUS)
Akshaynand A
Monthly Student Attendance Report April-2022
Date : 28-Oct-2024

Sr.No	Reg No	Student Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Present Days	Absent Days	Sick Days
1	9286	TANPURE SAMRITH ABHAYKUMAR	P	P	P	A																												4	1	3
2	9299	CHAKOR ROHIT BALASAHAB	P	P	P	A																												4	1	3
3	9313	MULE SAURABH RAJESH	P	P	P	A																												4	1	3
4	9317	CHAMAN SURAJ SAHEBRAO	P	P	P	A																												4	1	3
5	9321	PAWAR ADINATH SAMPAT	P	P	P	A																												4	1	3
6	9542	BAGUL PREM BABULAL	P	P	P	A																												4	1	3
7	9545	KATKAR RUSHIKESH RAJANINATH	P	P	P	A																												4	1	3
8	9708	GHOLAP SAI MANOHAR	P	P	P	A																												4	1	3
9	9710	JONDHALE SHUBHAM SHIVULI	P	P	P	A																												4	1	3
10	9718	BHOSALE HARSHAD RAJNIDRA	P	P	P	A																												4	1	3

11. Student School Package Allocation/Delete

This feature manages the allocation of school packages to students in the hostel.

- **Package Management:**
 - Coordinators can assign school packages and track items issued. Important input fields include:
 - **Select Package:** Dropdown to choose the package type (e.g., textbooks, stationery).
 - **Student Assignment:** Search feature to find the student receiving the package.
- **Deletion Options:**
 - Users can remove allocations when necessary, ensuring that inventory records are current.

ALL UNITS CREDIT OR CASH SALES:

Hostel: ATMA MALIK MILITARY SEMI HOSTEL(OLD ENGLISH MEDIUM CAMPUS) Bill No: 687

	Sr.No.	Student Name	Item Name	Unit	Quantity	item rate	TotalAmount
<input type="checkbox"/>	1	ZINE GAURAV SARJERAO	9 EM ALGEBRA	NOS	1.00	91.0000	91.0000000
<input type="checkbox"/>	2	ZINE GAURAV SARJERAO	9 EM GEOMETRY	NOS	1.00	86.0000	86.0000000
<input type="checkbox"/>	3	ZINE GAURAV SARJERAO	9 EM HINDI	NOS	1.00	50.0000	50.0000000
<input type="checkbox"/>	4	ZINE GAURAV SARJERAO	9 EM JALSURAKSHA WB	NOS	1.00	140.0000	140.0000000
<input type="checkbox"/>	5	ZINE GAURAV SARJERAO	SOCKS BROWN CLASSIC - 7	NOS	2.00	50.0000	100.0000000
<input type="checkbox"/>	6	ZINE GAURAV SARJERAO	TOOTHBRUSH COLGATE CIBACA	NOS	1.00	20.0000	20.0000000

OPERATION

ADD ITEM

NEW ITEM DETAILS

OPERATIONS

NEW DELETE CLOSE

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12. Student School Package Bill Details

Provides detailed billing information related to student school packages.

- **Billing History:**
 - Users can view each student's billing history. Important fields include:
 - **Select Student:** Dropdown or search feature to find the student.
 - **Outstanding Amount:** Displays any pending amounts related to school packages.
- **Reporting Features:**
 - This section can generate reports to facilitate auditing and financial tracking.

HOUSE LIST:

Select Year: 2024 - 2025 Hostel: Atmaroop Hostel 2

OPERATION

SHOW CLOSE

REPORT

ATMA MALIK EDUCATIONAL AND SPORT COMPLEX,
KOKAMTHAN

Hostel Issue Bill List

Hostel Name : Atmaroop Hostel 2 Edu Year :- 2024 - 2025
Date : 28/10/2024

Sl. No.	Student Name	RegNo	Class	Division	Bill No	Total Item	Total Amount
1	BAGUL HEMANT CHHAGAN	4962	IX	A	631	44	6197.00
2	BAGUL HEMANT CHHAGAN	4962	IX	A	979	8	110.00
3	BAGUL HEMANT CHHAGAN	4962	IX	A	1038	9	130.00
4	BAGUL HEMANT CHHAGAN	4962	IX	A	1134	8	110.00
5	BAGUL HEMANT CHHAGAN	4962	IX	A	1148	8	110.00
6	BAGUL RUTIK SITARAM	7766	VII	A	792	9	130.00
7	BAGUL RUTIK SITARAM	7766	VII	A	858	36	5694.00
8	BAGUL RUTIK SITARAM	7766	VII	A	935	8	110.00
9	BAGUL RUTIK SITARAM	7766	VII	A	1022	8	110.00
10	BAGUL RUTIK SITARAM	7766	VII	A	1101	8	110.00

13. Hostel Wise Student List

Displays a list of all students residing in each hostel.

- **Filtering Options:**
 - Administrators can filter the list by hostel name to view detailed student records for management purposes.
- **Easy Access:**
 - This list provides essential information for managing student populations and monitoring occupancy rates.

SR NO	REG NO	STUDENT NAME	CLASS	DIVISION	ROOM NO	BED NO
House Name : LADAKH 408						
1	4004	GADHE SHRIRAJ ANIL	11 NDA	A	4	2 - B
2	3975	HINGMIRE SHREYAS SACHIN	11 NDA	A	5	2 - A
3	3984	NAIK NILRAJ SAMEER	11 NDA	A	6	1 - A
4	3993	PATIL PRANAV KRAN	11 NDA	A	5	2 - B
5	4083	SALAP KUNDAN PANDURANG	11 NDA	A	6	2 - A
6	3996	GAIKWAD KUNAL MANOHAR	11 NDA	E	6	1 - B
7	3995	PATIL YASH ISHWAR	11 NDA	E	5	1 - B
8	4002	THAKARE MILIND AMBALAL	11 NDA	E	4	1 - B
9	3454	JAGTAP SHREYASH SANDIP	12 NDA	A	3	2 - B

14. House Wise Student List

Shows students categorized by house within the hostel.

- **Management Facilitation:**
 - Helps coordinators monitor occupancy and address issues specific to each house, ensuring effective oversight.
- **Reporting Features:**
 - Users can generate reports based on this list to support administrative decisions.

SR NO	REG NO	STUDENT NAME	CLASS	DIV	ROOM NO	BED NO
1	7201	VALVI POONAM VIJAY	VIII	D	16	1 - B
2	7197	VALVI DIKSHITA VINOD	VIII	F	16	1 - A
3	7199	VALVI DIVYA RAMESH	VIII	F	16	2 - B
4	7203	VALVI SANGITA JAYSING	VIII	F	16	2 - A
5	7196	THAKARE SINAKSHI UDESING	VIII	G	16	3 - A
6	4792	NAIK RADHIKA GULABING	IX	H	16	27 - A
7	5088	PADVI BHAGYASHRI SHRAVAN	IX	H	16	22 - A
8	5096	PADVI VIDYA SUNIL	IX	H	16	18 - B
9	4820	PATALE POONAM AMASHA	IX	H	16	25 - B
10	4706	PATLE DEEPMALA DASHRATH	IX	H	16	25 - A

15. Hostel Summary

Provides a summary of hostel operations and student data.

- **Performance Metrics:**
 - Displays metrics such as occupancy rates, total fees collected, and outstanding dues, aiding in administrative decision-making.
- **Data Visualization:**
 - Often presented in graphical formats for quick comprehension of hostel performance metrics.

HOSTEL SUMMARY REPORT:

OPERATION

SHOW CLOSE

REPORT

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST, KOKAMTHAN

HOSTEL SUMMARY REPORT 28-Oct-2024

SR NO	House Name	Room No From	Room No To	Total Rooms	Total Beds	Student Capacity	Allocated Students	Vacant Student Beds	Vacant Beds
Atma Malik Dhyanyog Vidya Sansthan									
1	Atma Mahajan	12	12	1	30	60	58	2	1
2	Atma Bhakti	2	2	1	30	60	60	0	0
3	Atma Chintan	10	10	1	30	60	45	15	8
4	Atma Darshan	8	8	1	30	60	59	1	1
5	Atma Dhan	7	7	1	30	60	55	5	3
6	Atma Dhyani	4	4	1	30	60	60	0	0
7	Atma Dhyas	9	9	1	30	60	60	0	0
8	Atma Guru	13	13	1	30	60	60	0	0

16. School Wise Hostel Allocation Student List

Shows hostel allocations categorized by school.

- **Comparative Analysis:**
 - Enables comparison of allocations across schools, ensuring equitable resource distribution.
- **Custom Reporting:**
 - Users can generate reports for specific schools to monitor their respective hostel utilization.

SCHOOL WISE STUDENT LIST:

Select Year: 2024 - 2025 Select School: ATMA MALIK INTERNATIONAL SCHOOL - CBSE

OPERATION

CLOSE

REPORT

SR NO	REG NO	STUDENT NAME	CLASS	DIVISION	ROOM NO	BED NO	HOUSE NAME
Section Name : ATMA MALIK INTERNATIONAL SCHOOL							
Hostel Name : Atma Malik Dhyanyog Vidya Sansthan							
1	3754	GADEKAR PURVAARUN	III	A	423	7 - A	Room No 423
2	3748	GHADGE GUNJAN BABASAHEB	III	A	423	2 - B	Room No 423
3	3785	GHUMARE ISHWARI NITIN	III	A	423	3 - A	Room No 423
4	3202	SHINDE SWARA RANJIT	III	A	423	2 - A	Room No 423
5	3916	SHINGADE SAMRUDDHI BALKRISHNA	III	A	423	10 - A	Room No 423
6	3687	GADGE SHRITESHASHOK	II	A	423	1 - A	Room No 423

17. House Wise Fees Dues List

Tracks outstanding fees categorized by house.

- **Collection Management:**
 - Enables coordinators to identify houses with overdue fees, assisting in collection efforts.
- **Detailed Reporting:**
 - Provides reports on dues per house, facilitating targeted collection strategies.

HOUSE WISE STUDENT DUES FEES LIST:

Select Year: 2024 - 2025 Select Hostel: Special Semi School Hostel (International Campus)

Select House: Abhyanand

OPERATION

SHOW CLOSE

REPORT

Sr. No.	Student Name	RegNo	Class	Division	Total Fee	Paid Fee	Balance Fee
1	DEORE VEDANT VIKAS	14141	V	G	118000.00	59000.00	59000.00
2	DESALE JAYESH GUNWANT	14363	V	G	106000.00	44000.00	62000.00
3	DESALE PRATIK SHYAM	14409	V	G	106000.00	44000.00	62000.00
4	ENAMKE ARYAN SOMNATH	14345	V	G	106000.00	62000.00	44000.00
5	GARJE TUSHAR SANTOSH	14337	V	G	106000.00	62000.00	44000.00
6	BHABAD SIDDHESH SACHIN	14367	V	G	106000.00	62000.00	44000.00
7	CHAVHAN TRILOKYA BANDU	14372	V	G	106000.00	62000.00	44000.00

18. House Wise Fees Dues Summary

Provides a summary of fees due for each house.

- **Financial Planning:**
 - Helps in quickly referencing outstanding balances, facilitating targeted collection strategies.
- **Visual Representation:**
 - Often includes charts or graphs for easy comprehension of dues per house.

The screenshot displays the eCampus interface. On the left is a sidebar menu with options: Dashboard, Masters, Hostel Management, Attendance, Smart Card, Store School Pkg, Reports, Laundry Dept, Tipni, OPD Department, HR Department, GR Management, and E Record. The top navigation bar shows the user 'Atmamalik' and a notification bell. The main content area has filters for 'Select Year:' (2024 - 2025) and 'Report Type:' (All Hostel). Below these are 'SHOW' and 'CLOSE' buttons. The report title is 'VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST'S' with address 'POST-JEUR KUMBHARI, TAL.-KOPARGAON, DIST.-AHMEDNAGAR, PH. (02423) 219916'. The report is titled 'HOUSE WISE SUMMARY' and is dated '28/October/2024 10:34:16AM'. The data table is as follows:

SR.NO	HOUSE NAME	NO OF STUDENT	TOTAL FEES	PAID FEES	BALANCE
Atma Malik Dhyanyog Vidya Sansthan					
1	Atmabhajan	58	5648000.00	3624100.00	2023900.00
2	Atmabhakti	60	5999848.00	455000.00	5544848.00
3	Atmachintan	45	3825297.00	2508492.00	1316805.00
4	Atmadarshan	59	5078500.00	2712000.00	2366500.00
5	Atmadhan	55	5555000.00	3011500.00	2543500.00
6	Atmadhyam	60	6449544.00	1899544.00	4550000.00
7	Atmadhyas	60	5089848.00	1624848.00	3465000.00
8	Atmaguru	60	105000.00	35000.00	70000.00
9	Atmagyan	60	6380000.00	3402621.00	2977379.00
10	Atmakrupa	58	5860000.00	3017500.00	2842500.00

19. Daily Student Cloth Collection Report

Manages the collection of clothes for students.

- **Inventory Tracking:**
 - Tracks daily collection activities, ensuring that all items are recorded for future reference.
- **Trend Analysis:**
 - Helps identify patterns in clothing needs and adjust collection efforts accordingly.

DAILY STUDENT CLOTH COLLECTION REPORT:

Hostel: ATMA MALIK NDA ACADEMY ATMARUP JEE NEET House: BAGLAN341 A

From Date: 01/10/2024 To Date: 28/10/2024

OPERATION

SHOW CLOSE

REPORT

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST, KOKAMTHAN

HOUSE WISE CLOTH COLLECTION REPORT

From : 01/10/2024 To : 28/10/2024 Date : 28/10/2024

Sr. No.	Collection Id	Reg No.	Student Name	Collection Date	Shirts	Pants	Towel	Bedshit	Other1	Other2
1										
TOTAL										

20. Daily Student Cloth Distribution Report

Manages the distribution of clothes to students.

- **Distribution Monitoring:**
 - Records daily distribution activities, helping to monitor inventory and fulfill student needs.
- **Accountability Features:**
 - Ensures that each distribution is documented, promoting transparency in operations.

DAILY STUDENT CLOTH DISTRIBUTION REPORT:

Hostel: Atma Malik Dhyanyog Vidya Sansthan House: Atmashanti

From Date: 28/10/2024 To Date: 28/10/2024

OPERATION

SHOW CLOSE

REPORT

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST, KOKAMTHAN

HOUSE WISE CLOTH DISTRIBUTION
From : 28/10/2024 To : 28/10/2024 28/10/2024

Sr. No.	Collection Id	Reg No.	Student Name	House Name	Shirt		Pant		Towel		Bedshit		Other1		Other2	
					Recv.	Return	Recv.	Return	Recv.	Return	Recv.	Return	Recv.	Return	Recv.	Return
1																
TOTAL																

HOUSE INCHARGE HOSTEL RECTOR

21. Student Cloth Collection Summary Report

Summarizes the collection of clothes across different time periods.

- **Data Analysis:**
 - Provides insights into clothing collections, helping manage inventory effectively.
- **Reporting Capabilities:**
 - Users can generate reports for specific time frames for detailed analysis.

STUDENT CLOTH COLLECTION SUMMARY REPORT:

Hostel: Atma Malik Dhyanyog Vidya Sansthan From Date: 28/10/2024

To Date: 28/10/2024

OPERATION

SHOW CLOSE

REPORT

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST, KOKAMTHAN

STUDENT CLOTH COLLECTION SUMMARY
From : 28/10/2024 To : 28/10/2024 Date: 28/10/2024

Sr. No.	House Name	Shirts		Pants		Towels		Bedshits		Other1		Other2		TOTAL	
		Rcv.	Return	Rcv.	Return	Rcv.	Return	Rcv.	Return	Rcv.	Return	Rcv.	Return	Rcv.	Return
1															
TOTAL															

22. Hostel Wise Cloth Distribution Report

Displays cloth distribution details categorized by hostel.

- **Efficient Management:**
 - Ensures that each hostel's clothing needs are met efficiently and transparently.
- **Inventory Overview:**
 - Users can quickly reference cloth distribution across hostels for better resource allocation.

DAILY HOSTEL CLOTH DISTRIBUTION REPORT:

Hostel: From Date:

To Date:

OPERATION

[SHOW](#) [CLOSE](#)

REPORT

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST, KOKAMTHAN
Atma Malik Dhyanyog Vidya Sansthan
HOSTEL CLOTH DISTRIBUTION
FROM : 28/10/2022 TO : 28/10/2024 Date : 28/10/2024

Sr. No.	Collection Id	House Name	Curtains	
			Received	Return
1				
TOTAL				

23. Daily OPD Student

Tracks daily outpatient department visits for students.

- **Health Management:**
 - Maintains records of health check-ups or treatments received, ensuring proper health management.
- **Tracking Features:**
 - Helps monitor health-related data for students residing in the hostel.

DAILY OPD STUDENT:

Referral Type: From:

[Select]
OPD_Request
InHouse
OPD
IPD

SHOW CLOSE

VISHWATMAK JANGLI MAHARAJ ASHRAM TRUST'S
POST-JEUR KUMBHARI, TAL. KOPARGAON, DIST. AHMEDNAGAR
PH. (02423) 219916

Patient Student List
From : 28/10/2024 To : 28/10/2024 Date : 10/28/2024

Sr.No	Date	Patient Name	Hostel Name	HouseName	Status
1					

24. Student Health Book Report

Compiles health records for each student in the hostel.

- **Comprehensive Overview:**
 - Provides a detailed view of health-related data, including vaccinations and medical history, essential for student welfare.
- **Data Accessibility:**
 - Ensures that coordinators can easily access and update health records as needed.

Sr.No	StudId	Reg No	NAME	Class	Div	School	Section
1	25852	11400	BARDE TANUJA RAMBHAU	X	C	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
2	28043	12644	BHANGRE SHRAVANI KISAN	IX	C	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
3	25265	11383	BHOJANE DARSHANA BALASAHEB	X	C	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
4	25664	11406	BHOSALE RAJESHWARI SANDIP	X	C	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
5	268335	13531	BHUSE PRAVINYA SHIVAJI	IX	B	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
6	28690	12693	BORUDE SAMIKSHA GANESH	IX	B	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
7	27185	11279	BURADE POONAM NANDKUMAR	X	D	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
8	266973	13002	CHAVAN SAMIKSHA VIPIN	IX	A	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
9	28875	13408	CHAVARE UTKARSHA BABASAHEB	IX	B	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
10	29170	12671	CHOLKE ADITI VALMIK	IX	B	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
11	29568	12629	DAVRE SANIKA KAILAS	IX	B	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul
12	270832	13577	DESHMUKH ANUSHKA AVINASH	IX	D	Om Gurudev Sec. and Higher Sec. Gurukul	Atma Malik Semi English Medium Hostel Gurukul

This version provides detailed explanations of important input text boxes and selection areas for each functionality in the **Hostel Coordinator** module, with clear placeholders for screenshots. If you need any additional adjustments or specific focus areas, please let me know!