

# eINTEGRAL – ERP Education

**Modules** Overview





### **Education: Integral-ERP Coverage**

#### 1. Students

- Brochure Sale
- Admissions
- Student Details/ IDs
- Fee Receipts
- Reminders
- Fee Outstanding through auto SMS/Email

#### 2. Courses - Course Definition

- Fee Structure (Both Flexible/Fixed)
- Payment Options with Instalments
- Exams
- Batches with attendance record
- Automatic service tax liability calculation

#### 3. Faculty

- Regular Faculty
- Visiting Faculty
- Class Tracking & Auto bill generate
- Payment to faculty with TDS calculation
- Outstanding
- Faculty Portal

#### 4. Operations

- Centre Management
- Classroom/ Seat Availability
- Students Portal
- E-Note Boards
- Time Tables on Student Portal
- Purchasing & Inventory Management of course ware centre
- wise
- Sale of Course Materials
- Renting of Facilities

#### 5. Integrated FA

- Accounts Payable
- Accounts Receivable
- General Ledger up to Balance Sheet
- Fixed Assets



- Budgeting
- Centre wise/Batch wise MIS

#### 6. Statutory Report

- Service Tax
- TDS/E-TDS/Form 16/Form 16A with E-TDS
- PF
- ESI

#### 7. Personnel

- HR and Payroll Module
- Appointment/Increment/Any other category of letter
- generation
- Posting of vouchers in financial
- Increments and arrear calculation
- Employee Loan Management system



# **Education: Integral-ERP Sample Screens**

#### 1. Student Registration

2 STUDENT ENROLLMENT					_ X
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STUDENT_DETAILS COURSES PAYMENT					
Roll No. 8 Name WASEEM MALICK			Admission No	TTRL/08/000008	
Address A - 1860	City	NEW DELHI	Pin Code		
FOOT ROAD, PREHALADPUR	District	DELHI-D	State	DELHI	
BADARPUR	Zone	NORTH	Country	INDIA	
Father's Name	Region	SOUTH EAST ASIA			
Qualification					
Tel No. Mobile No					
Email id					
Sex 💽 Male 🔿 Female					
Centre Desc ACADEMY -18, SANT NAGAR					
Referral					
Registration 20-06-2008 date					
Short Leaving					
Date					
QUERY	Gene	erate Receipt	Save	Cancel	

This form contains the details of student like

- Name
- Roll number
- Address
- Qualification,
- Course Enrolled for

One can see details of payment made by the student and can generate the receipt. Receipt can be generated for the student as well

#### 2. Course Details

a Course Master
�� X ☜ @ 3-₽° D □ N 44 4 > >> > == №
Course Detail Course Instalment Plan Other Details
Course Code 1N02010001 Course Description RDA(ONL) AGTS LIFE 25 HRS RENEW COURSE
Eff Date 24-02-2009 Course Tot Fee Regn./Joining Amt
Regn Fee Towards University V Service Tax Applicable Course Prefix INSURANCE ONLINE V Duration 1.40 (in mths)
Modules / Subjects / Sponsorer
Abbreviation Module/Subject Name Rate Hours Duration ( in Months)
AVIVA-25HR AVIVA LIFE INSURANCE
MET-25HRS MET LIFE INDIA INSURANCE
BALI-25HRS BAJAJ ALLIANZ LIFE INSURANCE
SBI-25 SBI LIFE INSURANCE CO
LIC-25 LIC OF INDIA
Total Course
ALL MODULES 1.40
QUERY Copy Course Save Cancel

This form contains the details of course like course name, course code, effective date and rate of courses (Hours wise and Month wise)

#### 3. Payment Details

🧏 🎒 👗 📴 🔁 📴 🎦 😽 📢 📢		
STUDENT_DETAILS COURSES PAYM	ENT	
Instaliments	Due DaysModule Start	Due On Arnount
1ST PAYMENT	0 📀 Registraton 🔿 Start of module	20-06-2008
2ND PAYMENT	30 C Registraton C Start of module	20-07-2008
3RD PAYMENT	60 C Registraton C Start of module	19-08-2008
Incentives Emp Account Code Related Emp Cd	Incentive ncentive Due Date Amou	untIncentive Due On
		💿 Installment 🔿 At Start 🔿 End 🔄
		🗩 Installment 🔍 At Start 🔍 End 📗 👘
		🗢 Installment 🗢 At Start 🗢 End 📃 📗
Payment		
Total Amount To be Paid with S.Tax	Registration Amt	
Service Tax	Tution Fee at Registration Tin	ne
QUERY	Generate Receipt	Saye Cancel
<b>VOLINI</b>	Serierate Receipt	50A6 Z01261

This form contains the details of payment made by the student and outstanding payment details

#### 4. Student Attendance

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	<u>⊰~</u> ∦∃⇒    (( ( ) ) ) )    ≥□□   ?   2      2   2   2   2   2   2   2
BATCH INFORMATION	PARTICIPANTS PARTICIPANT DETAILS ATTENDANCE TRAINING SCHEDULE
A P 1 1 EC DM GADVI A P 2 2 EC RAVIKUMAR JAGO A P 3 3 EC SIDDU TELI A P 4 4 EC GEETA GUNDAKAI PREV NEXT	56.00   06-05   07-05   08-05   09-05   10-05   11-05   12-05     56.00   P
QUERY	CANCEL BATCH TERMINATE BATCH Save Gancel

### 5. Employee Profile

🙀 Employee's F	Profile
2 🔿 🐰	
Main	General Addresses Occupation Achievement/Events Relatives Experience Qualification Sports/Language
Code	A004 First/Middle/Last Name AJIT KUMAR
Division	
Location/Centre	ACADEMY -18, SANT NAGAR
Business Group	ACADEMY - NEW DELHI
Sex	Male Female
Emp. Type	C Contractor Employee O Own Employee
Contractor Name	
Marital Status	SINGLE
Religion	
Nationality	
Fat./Husb. Name	SH. RANG LAL
F/H Occupation	
Nominee's Name	
Reserve Category	
Emp. File No.	
Emp. Exch. No.	Read Photo
QUERY	Save Cancel

#### 4. Faculty Master

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Main	Additional Info								
Code A0001	Name A A HAKIM								
140001									
	Short Name								
û dave e e									
Address	CHANDPORA,								
	HARWAN, SRINAGAR - 191	123							
	PH NO 0194-461137								
City	SRINAGAR	District	SRINAGAR						
State	JAMMU AND KASHMIR	Zone	NORTH						
Country	INDIA	Region	SOUTH EAST ASIA						
Pin Code									
Centre	SRINAGAR				Approve	ed			
Designation	CENTRE INCHARGE		<b>_</b>						
QUERY				1	iave	Cane	el		

The faculty master form contains complete information of faculty like name, address, designation and rate per hour of class

#### 🙀 CENTRE WISE BATCH MASTER \_ X ID CENTRE WISE BATCH MASTER Centre 42 SANT NAGAR(DEL) Batch No **Batch Ending Date** Course Batch Starting Date T - JEE ( CME - 001) IT-JEE-1 )1-04-2008 01-04-2010 IIT - JEE ( CETD - 010) 1-04-2008 01-04-2010 IT-JEE-2 AIEEE/STATE ENGG.( ACMEP- 002) ACMEP-002/01 1-04-2007 31-03-2008 AREEP-009/01 1-04-2007 31-03-2008 AIEEE/STATE ENGG.( AREEP - 009) 1-04-2007 31-03-2008 MEDICAL ( CM- 002) CM-002/02 1-04-2007 31-03-2008 MEDICAL ( CMP - 002) CMP-002/02 1-04-2007 31-03-2008 MEDICAL ( CMTD - 010) CMTD-010/02 IT - JEE ( CME - 001) IT-JEE 2 NEW 01-04-2008 31-03-2010 SOCIATE FINANCIAL PLANNER 01-02-2008 31-03-2008 AFP1 BROKERS TRAINING 100 HRS IRDA(OFF) 21-04-2008 09-05-2008 BT-70 QUERY

5. Centre wise Batch Master

This form contains the centre code, course details, batch number, batch starting date and batch end date

#### 6. Rate Master

🧑 RATE MA	STER													_ X
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Customer	Code	Customer N	ame					City						
A0001	ABN A	MRO ASSET MAN	IAGEMENT (I) L'	TD.				NEW D	ELHI					
A0002	ACTUR	RIAL SOCIETY OF IN	DIA					DELHI						
A0003	AMP S	ANMAR ASSURANC	E CO LTD					DELHI				-	>I	
Eff date	Code	Course	e Description		Туре		Descrij	ption	No of	No of Hrs / Day	×	Prop. f	)at size or billed <b>ine ) (</b>	
01-04-2007	1101000001	ROOM RENTAL	CHARGES		COUNTR	Y 🚽	INDI/	Ą				- 🗆		
01-04-2007	1104000001	REFRESHMENT CH	ARGES - LUNCH		COUNTRY	-	INDIA							
01-04-2007	1105000001	LCD RENTAL			COUNTRY	-	INDIA							
						-						-		
Effective Date 01-04-2007	(Offline)	Apply Rt Hour Batch Size From ( SlabwiseHH:MM:SS 99			ate h Lunch V	Rate Víthou		atch Wise Rate Fa	-	St Cess		Serv.Ta er Incl.		able Slab
QUERY							Say	÷	c	ancel				

This forms contains the complete information of courses, city, course effective from, batch size and rate per batch etc.

#### 7. Faculty Attendance Entry

🙀 Faculty Attendance Entry									
- <b>?</b> ⊜ % ⊫ € 3- K	⊒+   4	•• • •	<b>&gt;&gt;</b>	EXIT 🥀	1				
Centre name HUBLI					_			AUTH	IORISE
Customer BIRLA SUN LIFE	INSURANC					D	9:30:00		
Batch No K-BSL-042				30-04-2007	_				
			End Date	19-05-2007		Fime To	JA	M 🔽	
Faculty Voucher No	Day	MONDAY	TUESDAY		THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
Not Created	Date	30-04-2007	01-05-2007	-	03-05-2007	04-05-2007	05-05-2007	06-05-2007	07-05-2007
		Extra Class	Extra Clas: Payable	s 🗌 Extra Class 🔽 Payable		Extra Clas:		Extra Class	Extra Class
All Zone Faculty Name	Rate				HOURS		, and a second	, , , , , , , , , , , , , , , , , , , ,	
							6.00		6.00
		Show d	etails for All				TDS Credit An	nt 📃	
		Tot	al Hours of t	this faculty or	n this date		TDS Perc / Am	ıt 📃	
		Total hours	s of this fac	ulty spend on	this batch		TDS Sur %/ An	nt 📃	
		То	tal Hours of	f this Batch or	n this date 🗍		TDS Cess%/ A	imt	
			Tota	l amount of th	his Faculty	0.00	TDS HSC %/ Ar	nt	
,		•							Þ
Remarks									
						1	. 1	1	
QUERY			CANCEL	BATCH	Save	<u>c</u>	ancel		

One can maintain the attendance of faculty member day wise. If extra class is applicable then payable or not.

#### 8. Academic Faculty Expense Voucher

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? 🕘 👗 🖻 🖻		44 4 > >		exit N?	'			Q		
	Academic Facul	ty Expense	e Vou	cher C	reatio	on				
Faculty	ALKA DUBEY									
Date From	03-08-2008	To Date	31-08-20	008						
Centre	Batch No	Date	Fron	Per n(Hrs)	riod To	(Hrs)	Hours	Rate /Hr	Value	Voucher No
SANT NAGAR(DEL)	DBF-T2	03-08-2008	10:00	AM 💌	12:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	03-08-2008	12:00	PM 💌	02:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	10-08-2008	10:00	AM 💌	12:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	10-08-2008	02:30	PM 💌	04:30	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	10-08-2008	12:00	РМ 💌	02:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	17-08-2008	10:00	AM 💌	12:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	24-08-2008	10:00	AM 💌	12:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	24-08-2008	12:00	PM 💌	02:00	PM 💌	2			GPV18092385
SANT NAGAR(DEL)	DBF-T2	31-08-2008	10:00	AM 💌	12:00	PM 👤	2			GPV18092385
Business Group BA	NKING									
TDS Amt.	TDS Sur Amt		То	pics p		L BANKIN	IG.			
TDS Cess Amt.	TDS Hsc Am	t.		·	and not					
				Г	Sav	e	Ca	ncel		
QUERY										

One can create the voucher of faculty member

#### 9. Academic Batches Time Table

🙀 AC.	ADEMY BATCH	IES TIME	TABLE									_ X
-? ∈	3 X 🖻 🛍	3- 12	∌ ⊽Г	7	44 4	<b>}</b>	► EX	п <b>\?</b>		10		
	ACADEMY BATCHES TIME TABLE											
			ACAD		BAIC	HES						
					_				_		_	
	Batch No	JP-CME	001-A		St	art Date	• 01-04	1-2008	End C	ate 31-03-2010	_	
	Centre	ACADEM	Y- JANAKPU	RI	_	Cours	se IT-J	EE ( CME	- 001)			
	Time Table P	eriod (Fra	om Date)	01-04-20	08	To Date	e <mark>30-04</mark>	1-2008				
					P	eriod						Generate
	Subject		Date	From			(Hrs)	Hours	Room Name	Faculty Type	Faculty	Student Attn
2 YE	ARS INTEGRATE	D CLASSF	16-04-2008	04:00	PM 👻	05:30	PM 👻	1.5		💽 🕑 Ext 🔘 Int	SUNIL KUMAR	AT _
2 YE	ARS INTEGRATE	D CLASSF	16-04-2008	05:48	PM 👻	07:00	PM 💌	1.2		💽 🖲 Ext 🔘 Int	DR DADAN UPADI	HYAY AT
2 YE	ARS INTEGRATE	D CLASSF	18-04-2008	05:30	PM 💌	07:00	PM 💌	1.5		💽 🕙 Ext 🔘 Int	DR RAJINDER KUN	MAR TL AT
	ARS INTEGRATE				PM 💌	05:26	PM 💌	1.52		💽 🕙 Ext 🔘 Int	DEENA NATH JHA	AT
	ARS INTEGRATE				PM 💌		PM 💌	1.5		🔍 🕑 Ext 🔘 Int	SUNIL KUMAR	AT
	ARS INTEGRATE				PM 💌	07:15	PM 💌	1.5		⊙ Ext ◯ Int	DR DADAN UPADI	
	ARS INTEGRATE				PM 💌	05:30	PM 💌	1.5		● Ext ● Int	DEENA NATH JHA	
	ARS INTEGRATE				PM 💌		PM 💌	1.42		● Ext ● Int	DR RAJINDER KUN	
2 YE	ARS INTEGRATE	D CLASSF	25-04-2008	05:35	PM 💌	J07:15	PM 💌	1.67		💿 Ext 🔘 Int	SUNIL KUMAR	
QUER	Y								Save	Cancel		

One can maintain the timetable of whole batches (subject wise, period wise)

#### **10. Account Payable Bill Entry Details**

🧑 AP Bill Entry									_ ×
26 % 66	3-≝ ≥- ⊽		<b>&gt; &gt;&gt; &gt;</b>	exit 💦 🏒	. CV		Î 🚺		
		ard Control No. Ex	-	Sr No	Credit Da			Gross Arr	nount_
			<b>.</b>		1			<u>F</u> ill Items	;
Item Code	Recd. Qty	Accepted Qty	Billed Qty	Free Qty	PO / Unit	Rate	OSP Mat. Rate	MRIR No.	
3G17070002	1.000	1.000	1.000	0.000	1.000			RD800112	
Exchange Rate	1.0000	Payment Qty	1.000	RMDA No			PO No. R	00112	
-	0 LTR WATER COOL			Org.Inward	R8000109	_	PO No. JINL	200113	
Purchase Acc Head	510 OFFIC	CE EQUIPMENT		Basic Value		_			
%age	per Unit A	mount Sales T	ax	_					
Discount 0.00	0	O Tax Coo	de		Code		Previous Bill Deta		-11
Excise 0.00	0	0.00 Form		%		0.00	Previous Bill Dt.		-111
Cess 0.00		0.00 Surch %	.00	Arr	nount	0.00	Previous Bill Dr.		-111
		Taxable	Amt	18500.00		L			
Service Tax					- 1	Devel.Co	ost	_	
	%aqe O Value ⊙ N		erv. Tax Amt.		-		Net Amt		- 1
Serv. Tax	Cess%	Serv. Ta	ax Cess Amt.				Not Anti J		
QUERY			<u>B</u> ill Info	5	ive	Gancel			

This forms contains the information regarding amount payable to Creditors/Suppliers

#### 11. Purchase Order

🩀 Purchase Order		
₽₿¥₿₿₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽₽	1 ey 🛛 🚺 🚺 🚺	
Other Details Items Spec Cancel PO Amend	For Query Unauthorised C	Authorised
Trial PO     O Open PO     O One Time PO     App	proved by (Finance) O Printed O O With Finance O	Refused Cancelled
Category DIRECT Store RECISIR		<b>_</b>
PO No RD60001 PO Amend No. 0 PO Amend Date	Bill To Head Office	•
PO Date 26-03-2007 PO Eff. Date 26-03-2007 PO End Date 2	25-04-2007 Ship To Head Office	•
Vendor Code J0039 JANAK STATIONERS	ST38 No .	
Material Inspect By		
Vendor Ref No.		
Currency RUPEES Currency Conv. 1.000	Amendment Reason	
○ PO Direct to OSP		
Port of Loading.		
Port of Final Dest.		
Terms & Conditions	1	
Payment Term 10 DAYS FROM THE RECEIPT OF GOODS	<b></b>	
Mode of Transport	Buyer : INTEGRAL/ERP SUPERUSER	
Price Basis	PO Value	
QUERY	Save Cancel	

One can purchase any item from your specified supplier. Approval is must for this purchase order. This purchase order contains

- Item Details
- Vendor's Name

- PO Value
- ne
- Payment Details

Payment Terms

#### 12. Supplier Master

🙀 Su	pplier Ma:	ster								_ X
<b>?</b> (	3 X	<b>B</b> ( <b>B</b> ) → [ <b>K</b> ] → [	I II II I I	►► ► EXIT	?		5	ID		
	Main	Additional Info 🛛 🗸	/endor's Banker							
	Expens	se Vendor								
Code	10001	Name 1 DERS								
		Short Name 1 DERS			Туре 🛛	EXPENSES	•			
	Address	1DERS EVENTS & EXHIBITI	ON							
		R-15/7 RAJ NAGAR								
	City	GHAZIABAD	District	GHAZIABAD						
	State	UTTAR PRADESH	Zone	NORTH		<b>-</b>				
	Country	INDIA	Region	SOUTH EAST ASIA		Contract				
	Pin Code	0	Turnover (Rs.)			Director				
	PAN No.	PANNOTAVBL				Approve	u			
		C Company 💿 Nor	а Сотрапу							
					-	<u> </u>				
QUER	Y					Save	Cancel			

Supplier master keeps the complete information of supplier and what kind of items they are supplying

#### 13. Bank Voucher

🧑 Bank Vouch									_ ×
n 🖓 🚑 🐰 🖻	a 🛍 😽	፼∌⊽□	1 14 44 4	• • •	exit <b>k?</b>	오 교	(I	D	
• Payment •	Receipt	🛛 On Account 🗖 N	1 emorandum 🗔	Bank Tran. 🗍	Capital 🗍	Without Chq	No. 🗌 Electroinc	Clearing	For Query Only
Section Ger	neral Accou	nti 🗾 Voucher	No. GPB1903	30369 🗸 🗸	oucher Date	27-03-2009		Ref. No.	
Curr Code		Exchange		00	Г	Not To Excee	d Amt.	Ref. Dt.	
Bank Code 200	)58	ICICI BANK LTD.	- CURRENT A/C	NO 6294050332	247 Inter Divi	i. Funds trnf. Vo	ou. No.	PO No.	
Chq. No. 954	4260	Chq. Dt. 27-03-2	2009 🔽 🖂 Acc	Payee D	ep. Slip No.		Dep. Dt.	Bil	I Dt. 27-03-2009
References				Voucher Amt	. 📃 🔨	Cons	ignment No.		
				PAYMEI	NT				FBT
Narration		Account No.	Bill No.	Bill Date	Centre	Batch No	Ref Object No	Amount	D/C MRIR
Imprest for Trick	hy	2906	_		FRICHY				P _ M ▲
	ol 51	J Deposit Slip No. [	) Deposit Slip Dt			<u> </u>		, Г	<u>M</u>
Chq No. 954260	Chq Dt 27-03-2009		Jepusit Silp Dr	FBT Credit An FBT % and An	_		TDS Credit TDS % and		
Emp/Student	IMP131	P CHANDRASEK	ARAN	- FBT Sur % and			TDS Sur %		
Name Chq In Favour	P CHANDRA	SEKARAN A/C NC		FBT Cess % a		—i—	TDS Cess 9	% and Amt.	
	IMPREST A/C	C - INSURANCE (OF	FFLINE)	FBT on Exper	nse %	_	TDS HSC %	6 and Amt.	
Cost Centre					FBT Depos	it	Ser.	Tax. Credit Amt	
Party Cd						iii 📃 s	Ser.Tax Flag	Loan Id	
Business Grou	up <mark>INSURA</mark>	NCE		Оп	Acc Head				
QUERY		LOAN Ca	ncel <u>V</u> oucher	<u>A</u> djust Adva	nces	Save	Gansel		

Bank Voucher entry is maintained in this form

#### 14. Cash Voucher Entry

🙀 Cash Voucher							
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Section General Accounting	🗾 🖸 Payment	Receipt	On Acc For	r Query Only		-	
Ref. No. RGCR19030023	Ref.Date 26-03-2009	Voucher No. GC	R19030023	Voucher Date	26-03-2009	Poste	d
Curr. Code	Exchange Rate	1.00 Bill Date	26-03-2009	Inter Div	v. Funds		
Cash C/	ASH		Recd. From	Cash received f	from Arun		
Net Vch. Amt.	Total Debit Amt	0.00 Total Credit A	mt		RECEI	РТ	
Consignment No.							
Narration		ill No. Bill De		Batch No R	lef Obj No.	Amount	D/C
Cash received from Arun	2912		CORPORATE				
					<b>.</b>		
Chq. no / Dt.	Business	Group INSURANCE -	ONLINE	TDS Detai	urr. Bal. a		
Acc Desc IMPREST A/C - INSUR, Emp/Student A010 ARUN		FBT FBT C	R Amt		TDS CR Amt		
Emp/Student A010 ARUN	BANSAL	FBT %		TDS %			
		FBT Sur. %		TDS Su	r.%		
Cost Centre		FBT Cess. %		TDS Ce	ss. %		
Party Cd		WRIR		TDS HS	С %		
Ser. Tax. Credit Amt	Ser.Tax Flag						
Sales Tax O Local O Central Form	9	6 Taxal A	nt	<b></b> L	.oan ID		
QUERY Lpan	Cancel Vouch	er Adjust Advanc	es Save	Çanı	sel		

Cash voucher entry is maintained in this form

#### **15. Assets Master**

🙀 Assets Maste	er 📃 🗙
n 🖓 🎒 🐰 🖻	a 🗈 3= 🖉 ∋→ 14 4 4 → >> >1 === 12 = 22 = 22 = 22 = 22 = 22 =
	TAG DETAILS
Asset Code Description Commission Dt Original Amt Asset's Status Asset Group Department Receipt Date Dep start dt	AIRCONDITIONERS Short Desc AIR CONDITIONER WINDOW ACDIGITAL SHOPPY698221-FEB-05 21-02-2005 Depreciation Parameter SLM - OE (AIR CONDITIONERS) C Quantity 1 WORKING Asset Category CAPITALISED ASSETS AIR CONDITIONERS Business Group INSURANCE CORPORATE - FINANCE Centre HYDERABAD 21-02-2005 Budget Org No 21-02-2005 Salvage Value
Retire Date Others	Estimated Life in yrs Warranty Period
Others	
QUERY	Fill Bill Details Save Cancel

#### The details of Assets and depreciation factors are maintained here

#### **16. Employee Incremental Details**

🧑 Employe	ee Increament Details							
2 🖨 🞖	x 🖻 🛍 📴 🖉 🌫	4 44 4	<b>}</b>	N BIT 🧖	2		ID	
	yee Details & Emp. Name P003	PERLIMA	L SAMY	,				
TOKETTNO, a	Designation REGIONAL			COLLEGE OF INS				
	Grade M2							
Employee	Increment Details							
Effective				Increment		Increment	Revised	
Date	Designation	Grade	Rating	Description	Old Basic	Amount	Basic	1
							<u>-</u>	
		1					•	J
Adjustmer	nt Amount	Performance /	Award		Exgratia Amo	ount		
								1
QUERY						9	Cancel	

Through this form one can know the employee incremental details

#### **17. Employee Attendance Details**

		ndance Factor tendance factor PAY DAYS Month February 2009	Divisio	n				<b>.</b>
Div. Prefix	Emp. Co	ode Name	Days	Hrs.	Min.	Adjus ments	t- Ad Days Day	-
R	A003	AJAY KANT SHARMA	28	0			28.0000	28.0000
R	A004	AJIT KUMAR	28	0			28.0000	28.0000
R	A007	AMIT YADAV	28	0			28.0000	28.0000
R	A009	ANKUSH SHARMA	0	0	0		0.0000	0.0000
R	A010	ARUN BANSAL	28	0	0		28.0000	28.0000
R	A011	ARUN KUMAR	28	0	0		28.0000	28.0000
R	A012	ASHOK KUMAR	28	0	0		28.0000	28.0000
R	A013	AVISHEK VIKKI	28	0	0		28.0000	28.0000
R	A015	AMIT GILL	28	0	0		28.0000	28.0000
R	A016	ANUBHAV BHATIA	28	0	0		28.0000	28.0000

One can keep track of the attendance of employees through this form

### **18. Letter Issuance to Employee**

🧑 Letter Is	ssuance to Employe	e			
2 🞒	x 🖻 🛍 📴 🖉		2		
Emp. Code	E001	EVA MISHRA		Letter Id 1	
Letter Date	31-12-2008	Personal Title Ms. Letter R	eference 耳	Resignation	
Letter Type	2127	RESIGNATION ACCEPTANCE LETTER			
Title	Resignation Case				<b></b>
Subject	Acceptance of Resign	nation			▲ ▼
Letter Text	Dear Mr.<<<>>> This has reference to would like to mention t However, you are req of your dues.	your letter dated 12 Sep 2008 wherein you have te that your resignation has been accepted by the mar juested to obtain 'No Dues' from your departmental I	nded your re: lagement and nead and also	signation from the services of RNIS. In this con I you will be relieved of your duties from 30 Sep o Corporate HR and Accounts Department for s	ection we 2008. ettlement
From	Head- HR				▲ ▼
QUERY			Save	: <u>C</u> ancel	

One can issue letters to employees through this form

# **Education: Integral-ERP Sample Reports**

#### 1. Batch wise Attendance

07-FEB-2009 11:35 HEAD OFFICE BATCH WISE ATTENDANCE													
BATCH WISE ATTENDANCE													
BATCH NUMBER		FMT-1		TCH START DATE	01-01-2008								
CENTRE		AGAR(DEL)		ATCH END DATE	30-06-2008								
COURSE CODE	DIPLOMA IN BANKING	& FINANCE-MOCI	K TEST										
PERIOD FROM	FROM	1-04-2008	PE	RIOD TO	TO 30-04-2008								
OF S	. NUMBER TIME FUDENTS BATCH	HOURS	SUBJECT	Γ	TOPIC	FACULTY	NO. OF STUDENTS ATTENDED						
06-04-2008	3 09:05 AM to 11:05 AM	1 2.00	PRINCIPLES & PRACTIC	CES OF BANKING		S P OBEROI	13						
06-04-2008	3 11:05 AM to 01:05 AM	2.00	ACCOUNTING & FINAN	CE FOR BANKERS		J P KHATTAR	13						
06-04-2008	3 02:00 PM to 04:00 AM	2.00	LEGAL & REGULATORY OPERATIONS	Y ASPECTS OF BANKING		J P KHATTAR	13						
	-	6.00	_										
STUDY SUMMARY													
SUBJECT	TOTAL PLANNED HOURS	HOURS DON TILL 31-03-20		TOTAL HOURS TILL 01-04-2008	BALANCE HOURS								
			30-04-2008										
ACCOUNTING & FINANCE FOR I	BANKERS 30.00		2.00	2.00	28								
LEGAL & REGULATORY ASPECT OPERATIONS	IS OF BANKING 30.00	2.00	2.00	28									
PRINCIPLES & PRACTICES OF B.	ANKING 30.00		2.00	2.00	28								
	TOTAL 90.00		6.00	6.00	84								

This report provides complete details of a Batch regarding students

- Batch Start Date, Batch End Date
- Batch Period
- Total Number of Students present in a particular batch
- Faculty Name
- Total planned hours
- Hours left

### 2. Collection & Enrolment Summary

			C00	LECTION AN	D ENBOI	LIMENT SU	MMARY AS	ON 07-FEB-0	9					
BUSINESS GROUP:	C17													
		UPIO	REVIOUS D	AY	AS O	N DATE (	07-FEB-09		UPTO /	AS ON DAT	E 07-FE	3-09		
Centre	Na. Enrolled	Cash (Rs)	Cheque (Rs)	Total (Rs)	No. Enrolled	Cash (Rs)	Cheque (Rs)	Total (Rs)	No. Enrolled	Cash (Rs)	Cheque (Rs)	Total (Rs)	PDC	Net Collectio Till Date
AGRA	1		10000		D				1		10000			
BANCALORE	71	252300	1177120		0				76	252000	1177120			
BHUBANESWAR	2	7500	2500	-	0		1		2	7500	2500			
CHANDIGARH	17	15000	252950	1.1	. 0				17	15000	- 1 - C			
CHENNAL	п	157373	1196865		0				78	157373				
COCHIN	8	17500	90900		0				8	17500	90900	· ·		-
DEHRADUN	2		15000		0				2		15000			
GUWAHATI	2	28000			0				2	29000				
HYDERABAD	6		122500	1	0				6		- 1	1.5		
KOLKATA	3	5000	18000		0				3	5000		1.1		
LUDHIANA	1		20000		0				1		)			
MUMEAI(WORLD	200	\$21250	2664226		0		1		200	521250	- 1	1		<u> </u>
PATNA	2		19500		0				2					
SANTNAGAR(DEL)	104	271830	903004.5		0				104	271830				
TOTAL(Rs):	\$12	1275753			0				562	1275753	1	1		<u> </u>
CRAND TOTAL (Rs) :	502	502			0				502	1275753				· ·

This shows the collection details of different branches, which includes

- Centre's Name
- Student Enrolled
- Amount Received (Cash/Cheque)
- Net Collection till date

#### 3. Student Receipt

				BIII-Cull-Rec	erpu	J				
					Receipt	No	:	BBA/2008	/00953	
N	lame	:	TRIPTI PATNI		_	Date	:	03-01-20	09	
Addr	ess	:	-, Delhi, delhi			ail				
Tel	No	:			Bato	ch No	:	2008-200	9 1ST BATCH	
Cou	irse	:	PGDCR (PART TIME)		Year/Pe	riod	:	04/05/200	08 - 03/05/2009	
Cour Fee Bala	se Fe Recei nce	e Lve	: bd	CLIN/08/000025	TE DIPLOMA					
SNO			PARTICUI	ARS			STAX	APPL	AMOUNT	
1	ហ	ION	FEE					Y		
			т	OTAL AMOUNT						
	SER	VIC	E TAX		@ 12%	6				
	SER	VIC	E TAX EDU CESS		@2%					
	SER	VIC	E TAX HSEC		@1%					
			т	OTAL SERVICE TAX AMOUNT						
			a	RAND TOTAL AMOUNT						
Amount	in Wo	rds	(Rs) :							
					Net To	tal R	ecet	lved :		
					Net To	tal B	alaı	nce :	.00	
Paid H	BY DD	/сн	EQUE NO* 57313	8 Dated 03-01-2009						
Drav	wn on		STATE BANK OF	INDIA						

Dill Cum Deceint

٦

This is in the format of a bill and shows the details regarding payment made by the student and net total balance amount.

- Receipt Number
- Batch Number
- Fee Received
- Balance Fee
- Paid By Cash/DD/Cheque
- Service Tax Registration Number

#### 4. Student Wise Attendance

07-FEB-2009 11:33				HI STUDENT V	EAD OFF						
STUDENT WISE ATTENDANCE				STUDENTY	VISEAL	TENDANCE					
NAME OF STUDENT		MANISHA									
BATCH NUMBER		DBF	dT-1		BA	TCH START DATE	01-01-2008				
CENTRE		SANT NAC			BA	TCH END DATE	30-06-2008				
COURSE CODE	DIPLO	OMA IN BANKING &		ST							
PERIOD FROM		FROM 01	-04-2008		PE	RIOD TO	TO 30-04-200	08			
DATE OF CLASSES	TIME	HOURS	SUBJECT	ſ		TOPIC	FACULTY		PRESENT (P) / ABSENT (A)		
06-04-2008 09:05 AM	to 11:05 AM	2.00 PRI	NCIPLES & PRACTIC	ES OF BANKI	١G		S P OBEROI		P		
06-04-2008 11:05 AM	to 01:05 AM	2.00 ACC	OUNTING & FINAN	CE FOR BANK	ERS		J P KHATTAR		P		
06-04-2008 02:00 PM 1	to 04:00 AM		AL & REGULATOR RATIONS	Y ASPECTS OF	BANKIN	IG	J P KHATTAR		P		
		6.00									
SUMMARY STUDY HOURS											
SUBJECT		TOTAL PLANNEL	HOURS DONE	HOURS I	DONE	TOT. HOURS TILL	TOT. ABSENT HRS.	TOT. ABSENT	HRS. TOTAL AB	SENT	BAL.
		HOURS	TILL 31-03-2008	01-04-2 30-04-2		TO 30-04-2008	TILL 31-03-2008	01-04-2008			HOURS
PRINCIPLES & PRACTICES OF BA	INKING	30			2.00	2.00					28
ACCOUNTING & FINANCE FOR B	ANKERS	30			2.00	2.00					28
LEGAL & REGULATORY ASPECT BANKING OPERATIONS	IS OF	30			2.00	2.00					28
	TOTAL	90.00			6.00	6.00					84.00
SUMMARY NO. OF CLASSES											
SUBJECT		TOTAL CLA	SSESS DONE	CLASSES PRES	ENT	CLASSES ABSENT	PRESENT % AGE	ABSENT % A	GE		
PRINCIPLES & PRACTICES OF BA	INKING		1.00	1.	00		100.00				
ACCOUNTING & FINANCE FOR B	ANKERS		1.00	1	00		100.00				
LEGAL & REGULATORY ASPECT OPERATIONS	S OF BANKIN	G	1.00	1.	00		100.00				
TOTAL / AV	ERAGE		3.00	3.	00		100.00				

#### **Other Reports**

- Instalment due Report
- Student Detail Report
- Subject Wise Faculty
- Daily Collection Report
- Monthly Collection Report
- Summary Monitoring



### **INTEGRAL ERP**

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