



ACADEMIC MANAGEMENT SYSTEM

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

Admin Reference Manual



**MPHU,
Karnal**

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

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

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1. Introduction

NAHEP has been formulated by ICAR with a total cost of US\$ 165 million (Rupees 1100 crores at the exchange rate of Rs. 66.75 = 1US\$) for five years starting from 2017-18. The project is proposed on 50:50 cost sharing basis between the World Bank and the Government of India, implemented at the Education Division, ICAR, New Delhi. Overall, the project aims to develop resources and mechanism for supporting infrastructure, faculty and student advancement, and providing means for better governance and management of agricultural universities, so that a holistic model can be developed to raise the standard of current agricultural education system that provides more jobs and is entrepreneurship oriented and on par with the global agriculture education standards.

The mandate of ICAR/DARE includes promotion and coordination of education in agriculture, agro-forestry, animal husbandry, fisheries, home science and allied sciences in the country. ICAR is now embarking upon an ambitious step in further strengthening the National Agricultural Education system in the country through National Agricultural Higher Education Project (NAHEP) with financial assistance of the World Bank by investing on infrastructure, competency and commitment of faculty, and attracting talented students to agriculture.

The project would benefit all the Agricultural Universities (AUs), i.e. 63 State Agricultural Universities modelled on the US Land Grant University pattern, 5 Deemed to be Universities (DUs), three Central Agricultural University (CAUs) and four Central Universities (CUs) with Agriculture Faculty.

1.1 Academic Management System

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, Faculty, Teacher, Student, Administrators and Officials for performing their assigned tasks. A System has been designed in a modular approach with in-built work flows. System 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, Faculty 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.

The Project supports the Country Partnership Strategy and addresses the three engagement areas of integration, transformation and inclusion. These engagement areas foresee increased agricultural productivity and support quality improvements of higher education to create a more skilled workforce that continuously improves the productivity of key sectors, including agriculture. The proposed Project is also a multi-Global Practice collaboration (Agriculture and Education) and is expected to support activities and results directly related to cross-cutting strategic areas of climate change, jobs and gender.

1.2 Modules of Academic Management System

Academic Management System automates various academic processes of the university and will enhance the efficiency of the system by saving time and efforts involved in manual processes. The data generated by the system is used for generating the reports at the national agriculture portal by aggregating the data from various state agriculture universities. The system has following sub modules:

- Courses Management
- Student Management
- Faculty Management
- Administration Management
- E-Learning Management
- Hostel Management
- Administrator Role
- Head Role
- Student Role
- Faculty Role
- Guide Role
- Professor Role
- Dean

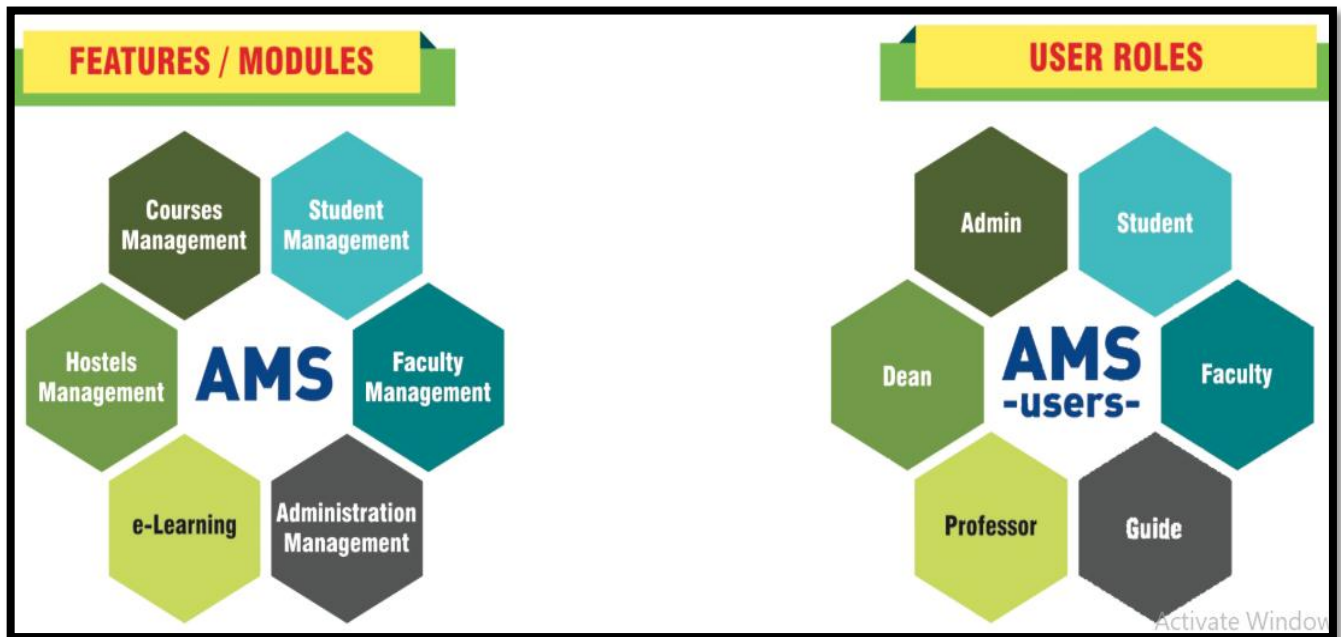


Fig. 1.2 Modules of Academic Management System

2. Login as Administrator

Every administrator would be provided with login credentials, using which they can login in and update their password and profile.

2.1 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.

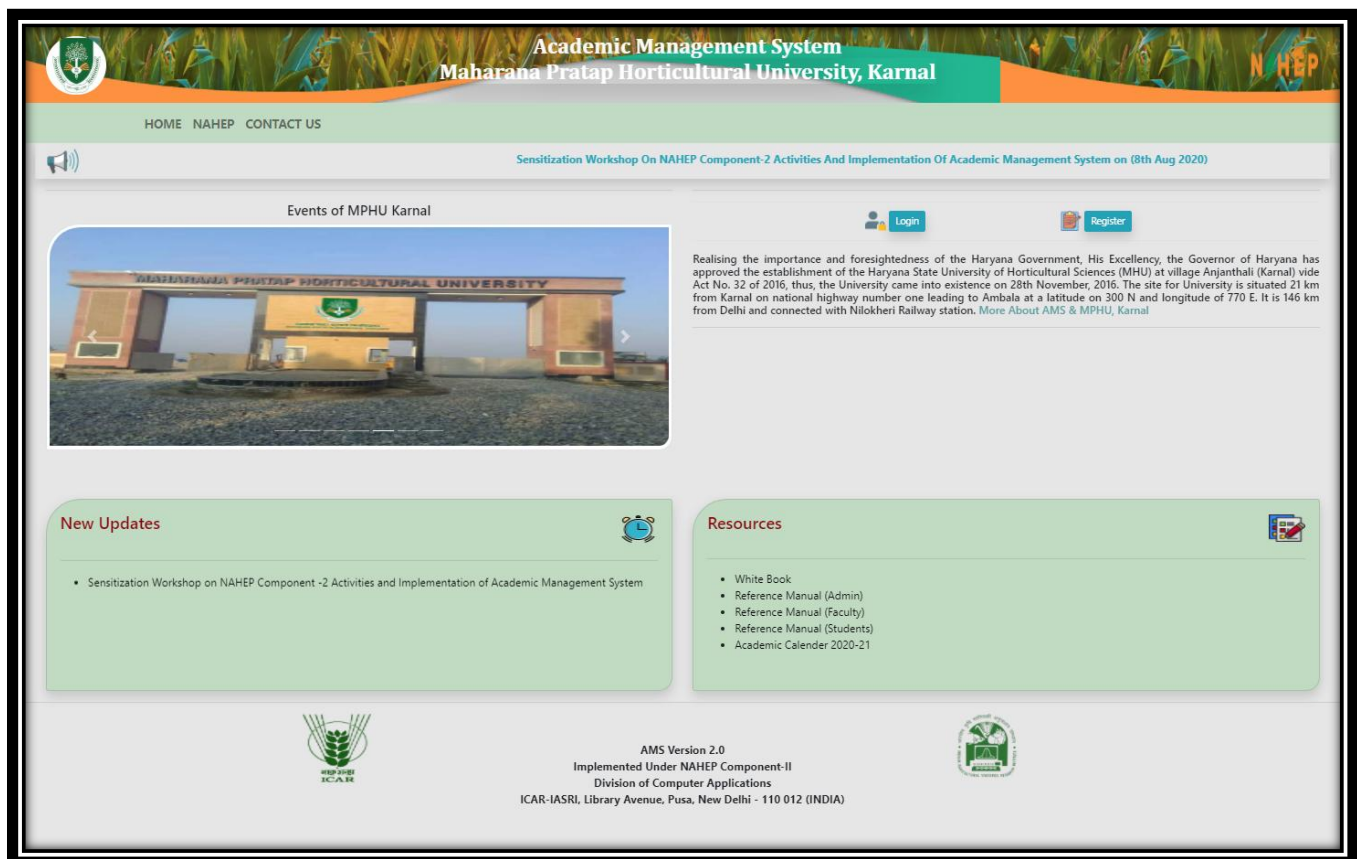


Fig. 2.1 Home Page of the Academic Management System

2.2 Login as Administrator

AMS Home page contain a Login button, For Administrator only login username and password will be provided by the development team.

- Click on Login Button which is right side of the AMS home page.
- Admin Can enter his/her credentials which is provided by the AMS development team.

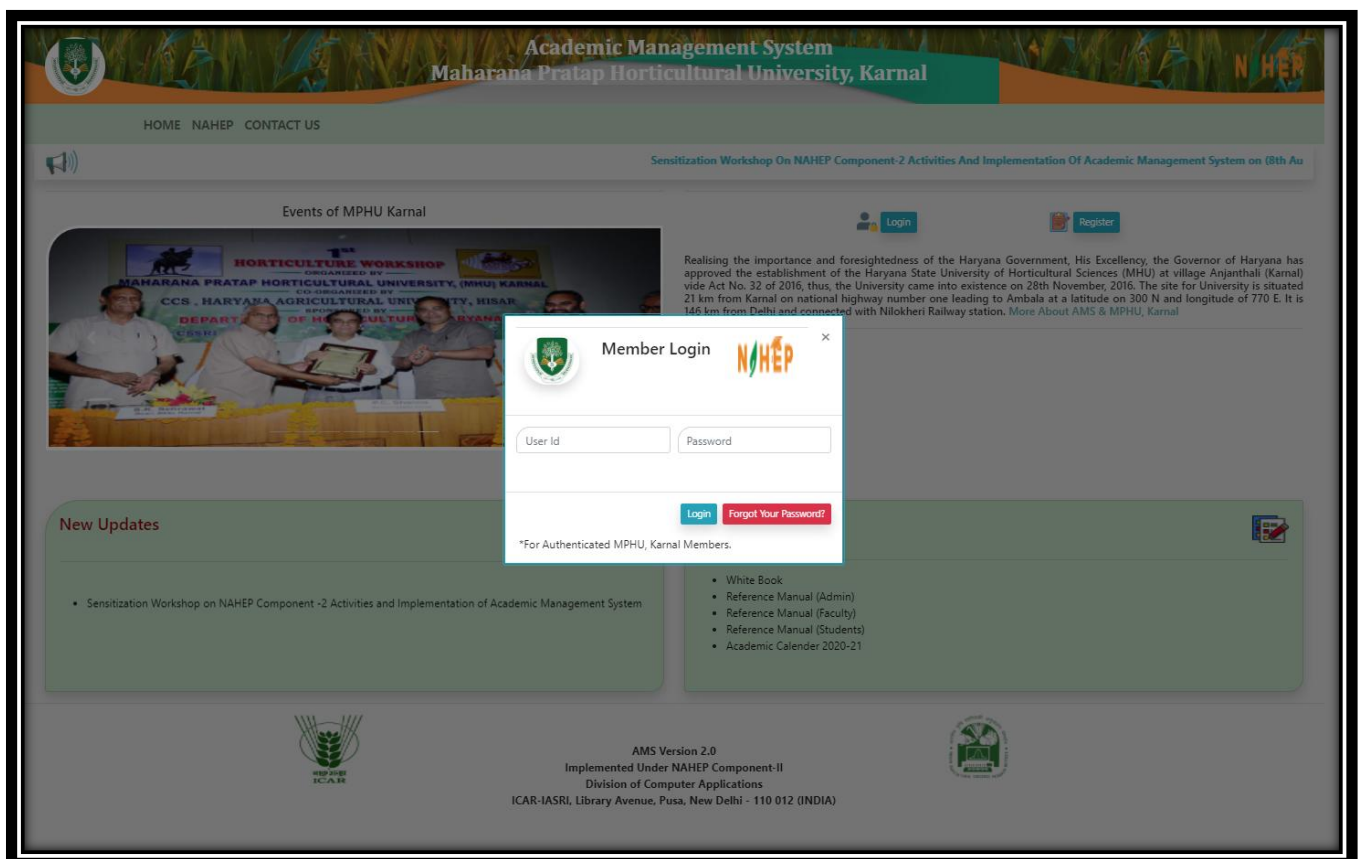


Fig. 2.2 Login Page for Administrator

2.3 Administrator Profile Editing/Updating

Administrator can change his/her Profile information by single click.

- To change profile image, click on **change profile pic**.
- Select profile pic from local computer and click on save button.
- Further profile information or contact details cannot be edited by administrator itself for that administrator have to contact with AMS development team.

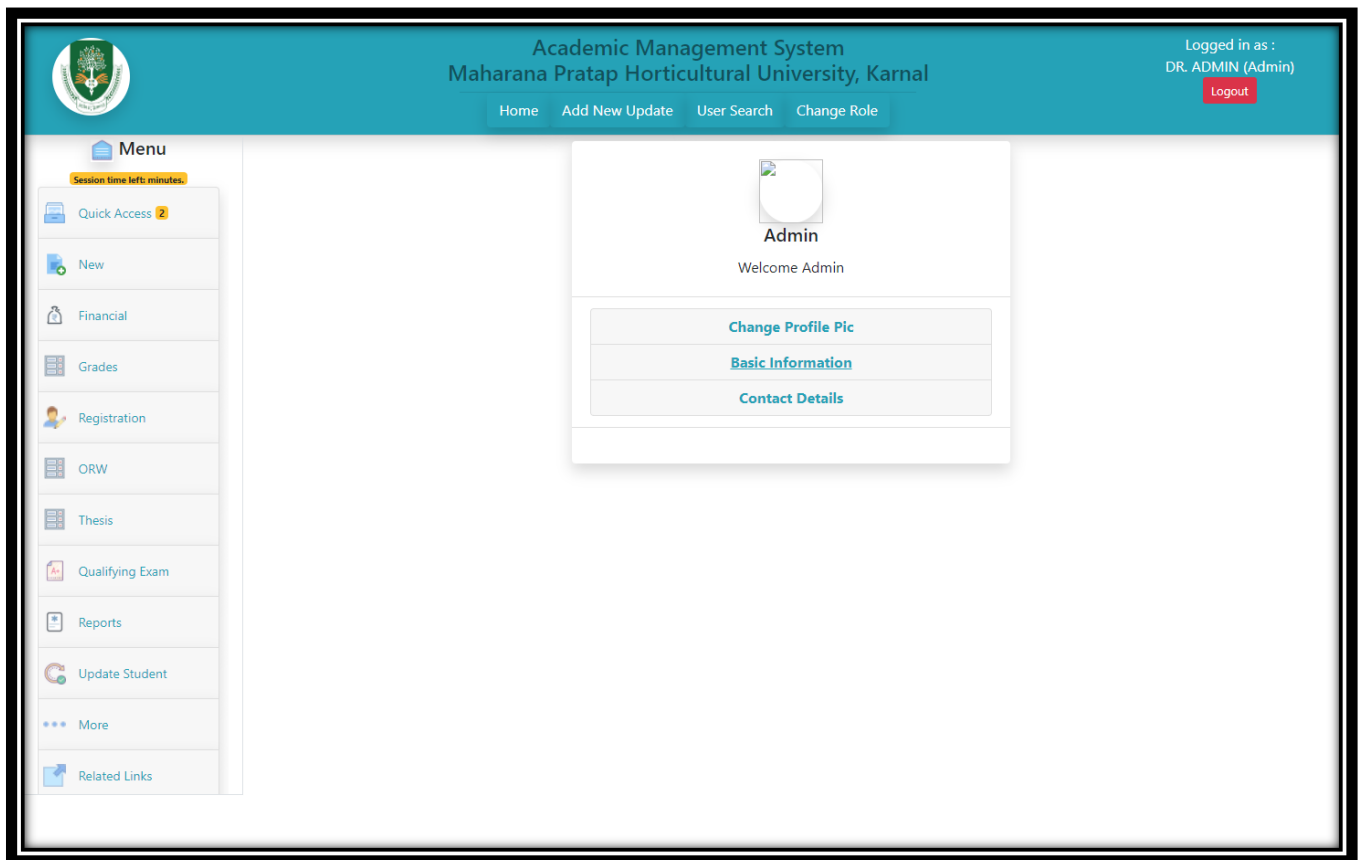


Fig. 2.3 Basic Administrator Profile

3. Administrator Role and Responsibilities

In AMS system administrator can perform number of responsibilities, some of them are listed under the **NEW** dropdown menu in the navigation bar.

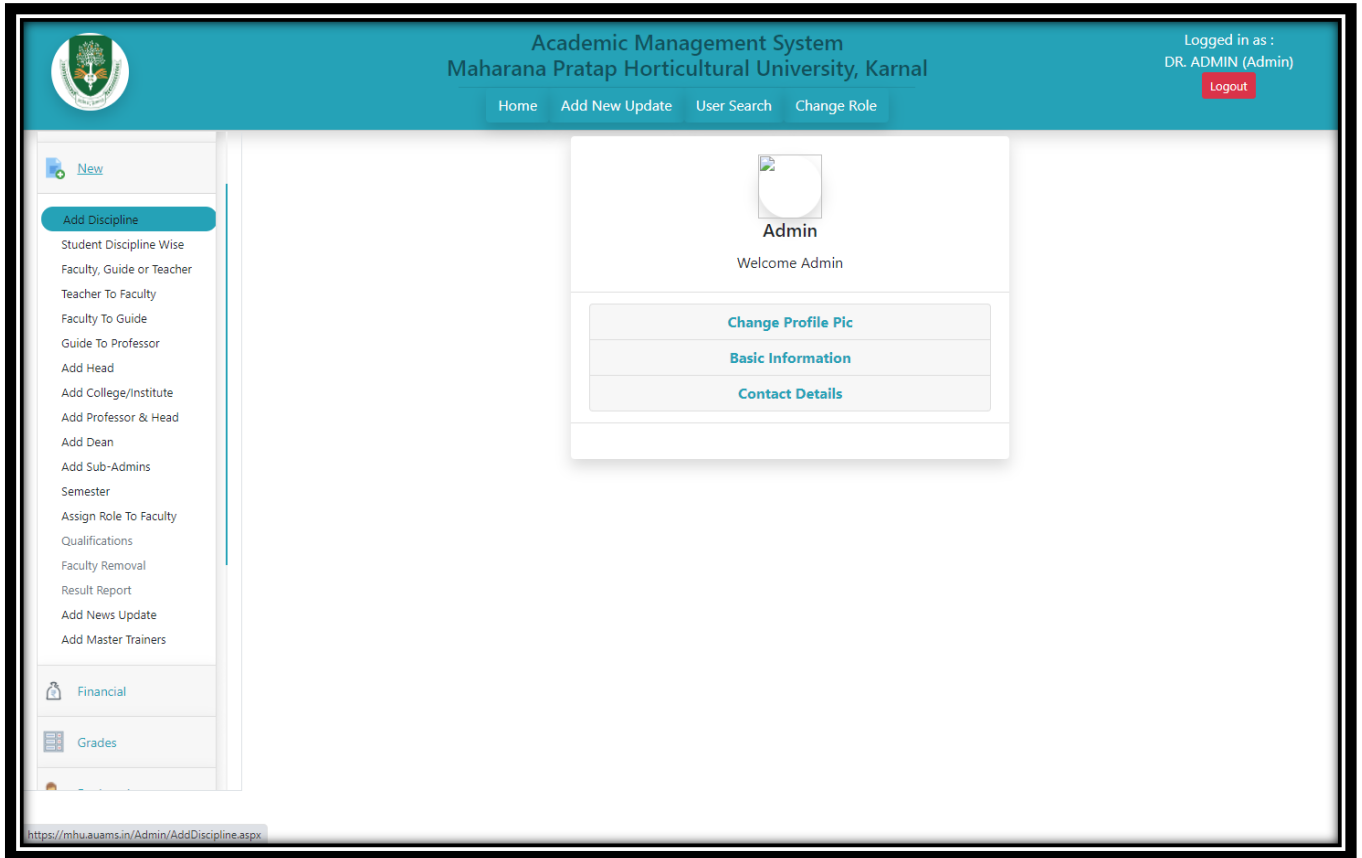


Fig. 3 New Dropdown Menu

3.1 Add New Discipline

In this menu option administrator can add new discipline and remove the existing ones if disciplines are not further selected/assign by any student or faculty.

- To add new discipline, click on **NEW Tab Menu** and then click on **add discipline**.
- To add new discipline, enter discipline ID and discipline name in corresponding text box.
- Click on **Submit button** once enter the correct discipline ID, discipline name.
- click on **Remove button** remove existing discipline, but discipline removed only if it is not selected by any student or faculty.

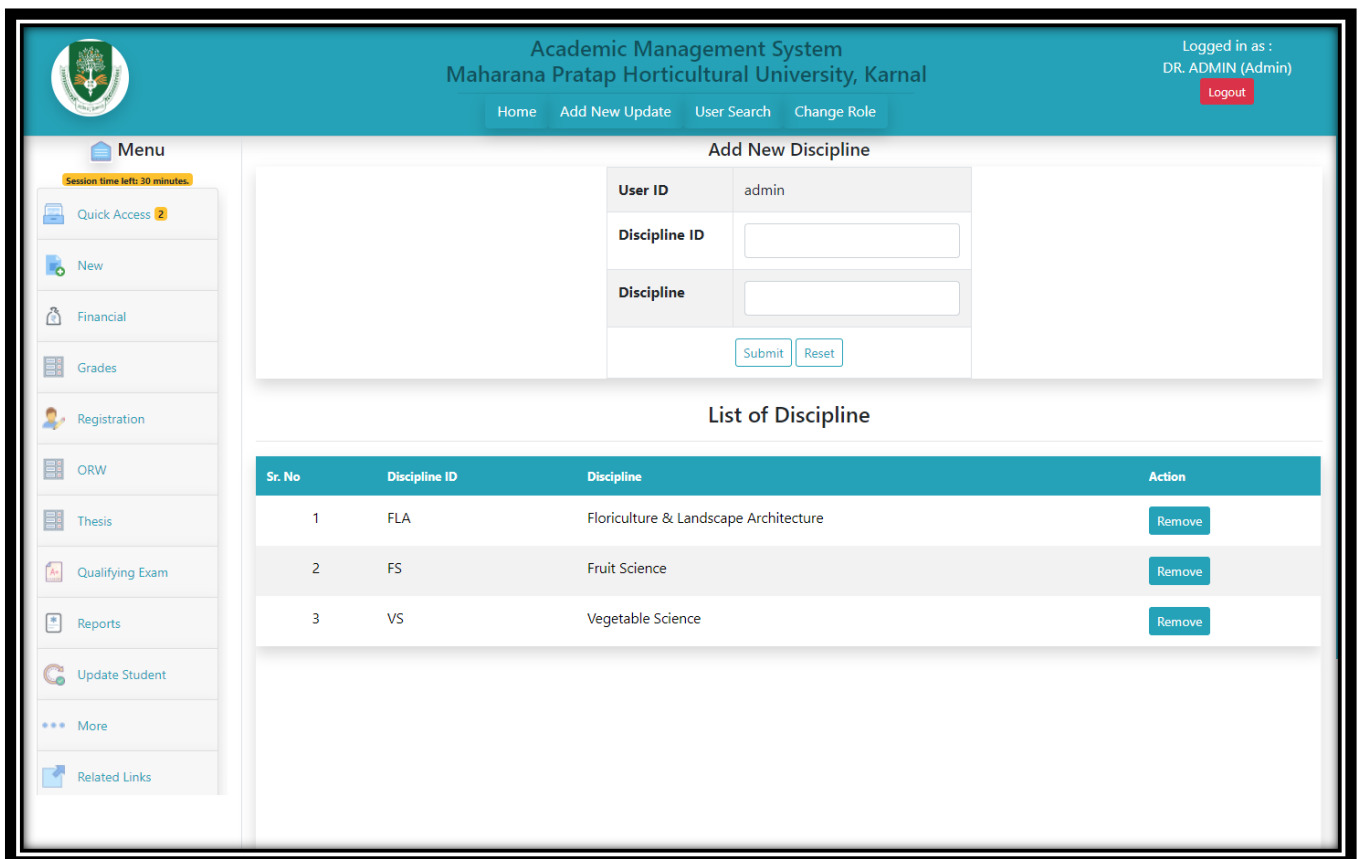


Fig. 3.1 Add New Discipline

3.2 Registered Student Approval

Admin will approve the students' registered for any course, any student can log in to the system only after the admin approval.

- To Approve **New Student**, click on **NEW Tab Menu** and then click on **student discipline wise**.
- Select Discipline from dropdown.
- Select **User ID** of the student, on selecting userid some of the entries will be auto fields.
- Admin provide the roll no./id no to the student.
- In grid only student pending request will show.

The screenshot shows the 'New Student' form in the Academic Management System. The form includes fields for User Id, Roll No, Discipline, Institute, Degree, Enrollment Date, and AMS Reg No. Below the form is a table titled 'NEW STUDENT PENDING REQUESTS' with columns for Sr. No, User Name, Degree, Date of Birth, Phone No., Email, Mailing Address, and Action.

Sr. No	User Name	Degree	Date of Birth	Phone No.	Email	Mailing Address	Action
1	Aneja Nair M	M.Sc	03-01-1994	8708332801	anejanair@gmail.com	RATHI HATCHERIES PVT	Remove

Fig. 3.2 Approved New Student

3.3 Registered Faculty Approval

All the faculty members will fill the registration form and then admin will approve the registered faculty. Faculties can access their account only after admin approval.

- To Approve **New faculty**, click on **NEW Tab Menu** and then click on **faculty, guide, teacher**.
- Select the faculty id from the dropdown list, on selecting the faculty id some of the entries will be auto fields
- Select the designation from the dropdown list.
- Add **specialization** and **research area** in corresponding text field and click on **Submit**
- All the new members approved are displayed in the grid view shown on the page on every page refresh.
- Admin can also remove any faculty member by using the **remove button** given in the grid view.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as DR. ADMIN (Admin). The main content area is titled 'Add Faculty' and contains a form with the following fields:

- Faculty (dropdown menu)
- Parent Discipline (dropdown menu)
- Designation (dropdown menu)
- Specialization (text field)
- Discipline (dropdown menu)
- Posting Place (dropdown menu)
- Research area (text field)

A 'Submit' button is located at the bottom of the form. Below the form is a table titled 'New Faculty Member Requests' with the following data:

	User Name	Discipline	Mobile	Email	Mailing Address	Action
1	Ajay Singh	VS	9813486046	regimhu.hry@gmail.com	registrar, HTI Campus, NH1, Maharana pratap Horticultural	Remove

Fig. 3.3 Approved New Faculty

3.4 Add New Guide from Faculty

Admin have the rights to change/update the role of a faculty from the lower to higher designation or vice versa.

- Add New Guide from Faculty, click on **NEW Tab Menu** and then click on faculty to guide.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of faculty will be displayed in the grid view admin have the rights to add or remove from the assigned role by clicking on remove button.

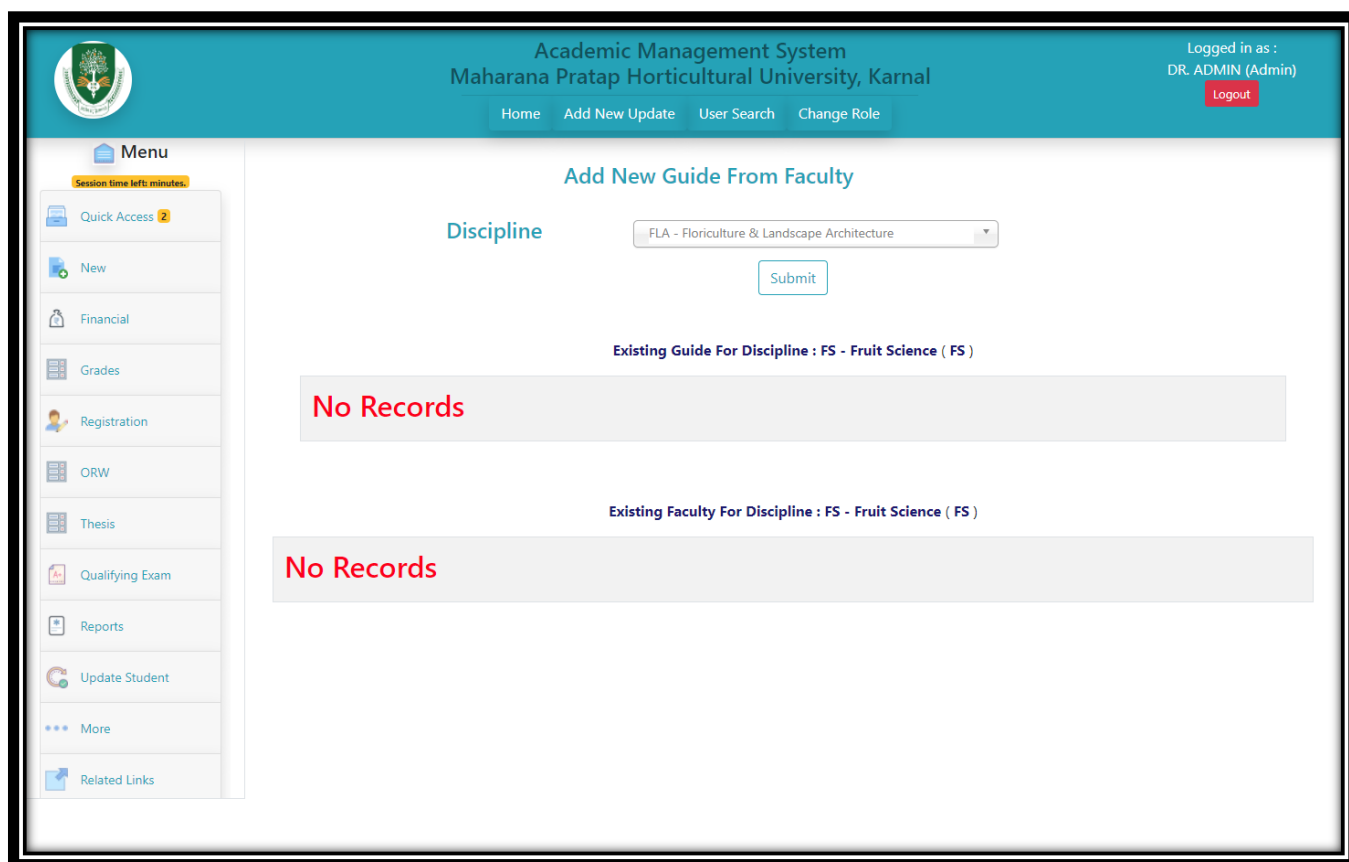


Fig. 3.4 Add New Guide from Faculty

3.5 Add New Professor from Faculty

Admin can add new professor form faculty member.

- Add New Professor from Faculty, click on **NEW Tab Menu** and then click on guide to professor.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of guide will be displayed in the grid view admin have the rights to add or remove from the assigned role by clicking on remove button.



Fig. 3.5 Add New Professor from Faculty

3.6 Add New Head from Faculty

Admin can add new Head form faculty member.

- Add New Head from Faculty, click on **NEW Tab Menu** and then click on Add Head.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of guide will be displayed in the grid view admin have the rights to add or remove from the assigned role by clicking on remove button.

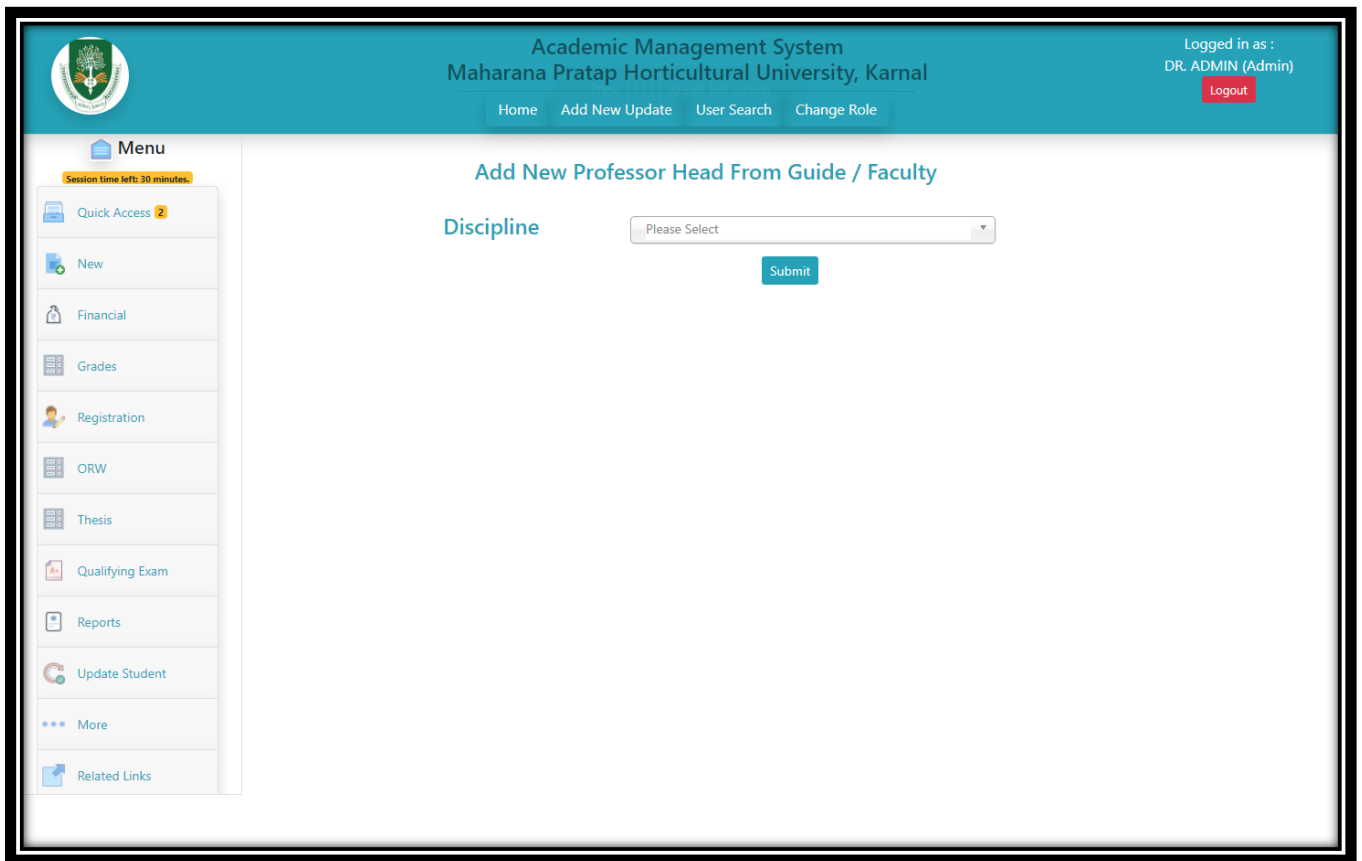


Fig. 3.6 Add New Head from Faculty

3.7 Add New Colleges/Institutes

Administrator can add the colleges/institutes affiliated by the particular university.

- Add New colleges/institutes, click on **NEW Tab Menu** and then click on **Add College/Institute**.
- Click on **Add College Name/Institute** name from the drop down menu.
- Write the College name, Acronym, Place and address in the text area corresponding to their label fields and click on **submit button**.
- Grid view on this page shows the list of the colleges added till now.
- The details of the colleges entered in the Grid view can be updated using **UP DATE** button.

The screenshot displays the 'Add College/Institute' form in the Academic Management System. The form includes the following fields:

- College/Institute Name:
- Acronym:
- Place (City):
- State:
- Address:
- Pincode:

Buttons for 'Save' and 'Cancel' are located below the form. Below the form, a table shows the list of existing colleges:

Action	inst_Id	Name	Acronym	City	State	Address	Pincode
Update	1	Maharana Pratap Horticultural University ,Anjanthali,Karnal. (College of Horticulture for PG Students)	MHU	Hisar	HARYANA	Main campus CCS HAU, Hisar-125 004	125004
Update	2	College Of Horticulture for UG Students	COH	Karnal	HARYANA	Camp Office@HTI Uchani Karnal	132001
Update	3	College of Horticulture	COH	Karnal	HARYANA	EEl Campus, Nilokheri	132117

Fig. 3.7 Add New College/Institute

3.8 Add New Professor Head from Faculty/Guide

Admin can add new Professor head form faculty member.

- Add New Professor Head from Faculty/Guide, click on **NEW Tab Menu** and then click on Add New Professor &Head.
- Select the discipline form the dropdown menu and click on **submit** button.
- The list of faculty/guide will be displayed in the grid view admin have the rights to add or remove from the assigned role by clicking on Allocate Professor/Remove Professor.

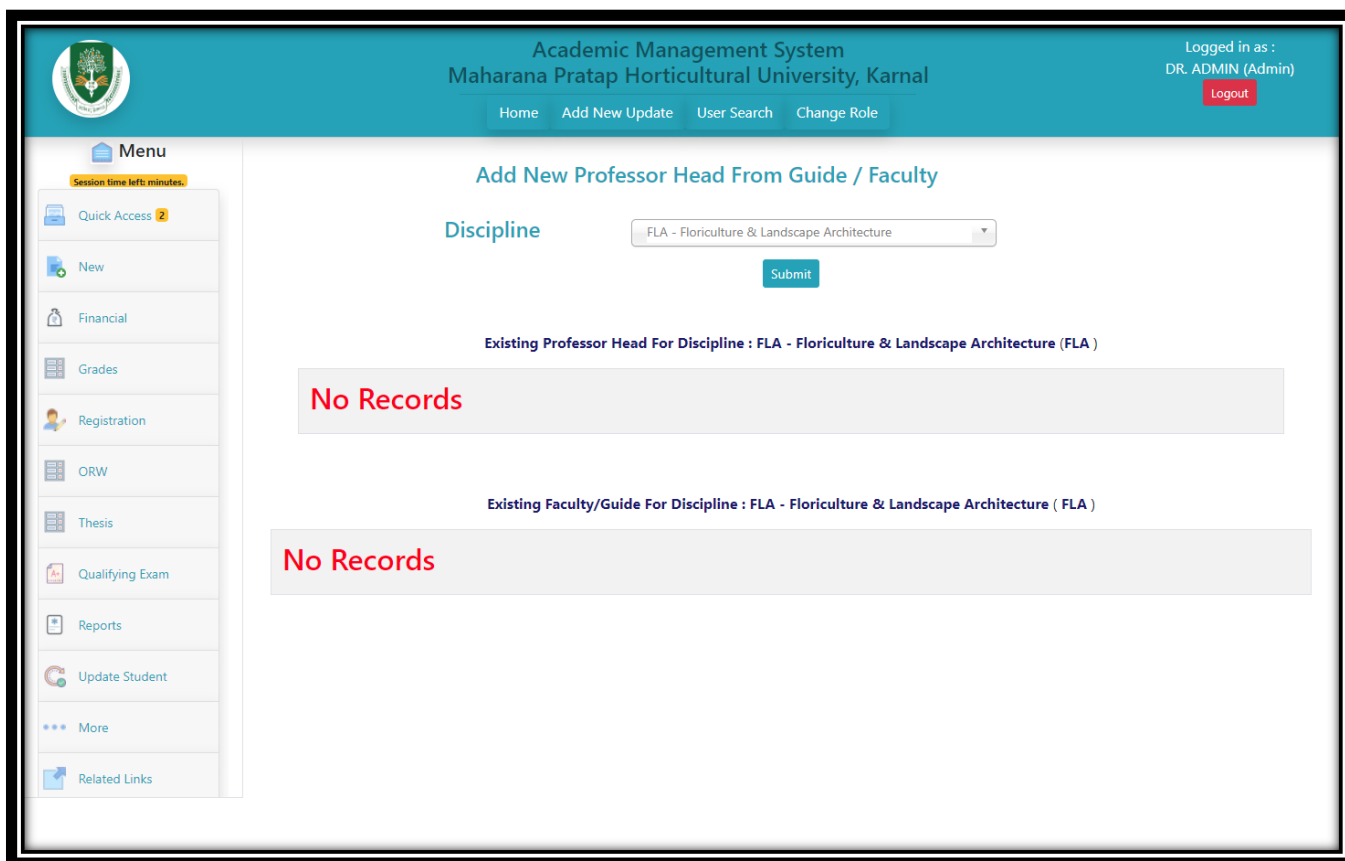


Fig. 3.8 Add New Professor from Faculty

3.9 Add New Dean from Faculty

Admin can add new dean head form faculty member.

- Add New dean from Faculty, click on **NEW Tab Menu** and then click on Add New dean.
- Select the discipline form the dropdown menu and click on **submit** button.
- Select the faculty form dropdown list and then click on **allocate dean**.
- The list of new dean will be displayed in the grid view admin have the rights to remove from the assigned role by clicking on **remove from dean**.

The screenshot shows the 'Add New Dean From Faculty' page in the Academic Management System of Maharana Pratap Horticultural University, Karnal. The page includes a navigation menu on the left, a header with the university name and user information, and a main content area with two dropdown menus for 'Discipline' and 'Faculty Name'. The 'Discipline' dropdown is set to 'FLA - Floriculture & Landscape Architecture' and the 'Faculty Name' dropdown is set to 'ASHA KAWATRA'. Below these are 'Submit' and 'Allocate Dean' buttons. A table below shows existing deans for the selected discipline.

Dean Id	Dean Name	Dean Type	Dean Posting Place	Remove From Dean
Asha19610922Mft	ASHA KAWATRA	Dean	Maharana Pratap Horticultural University ,Anjanthali.Karnal. (Collage of Horticulture), Karnal	Remove From Dean

Fig. 3.9Add New Dean from Faculty

3.10 Start/Stop Semester by Administrator

Add semester option is providing to the admin to start/stop semester in a particular session. In which courses are bind with particular semesters.

- To start/stop semester, click on **NEW Tab Menu** and then click on **semester**.
- Select academic year from the dropdown list.
- Select semester from the dropdown list.
- After that click on registration start to registration in that particular academic year.
- Click on registration stop to stop registration for that particular academic year.

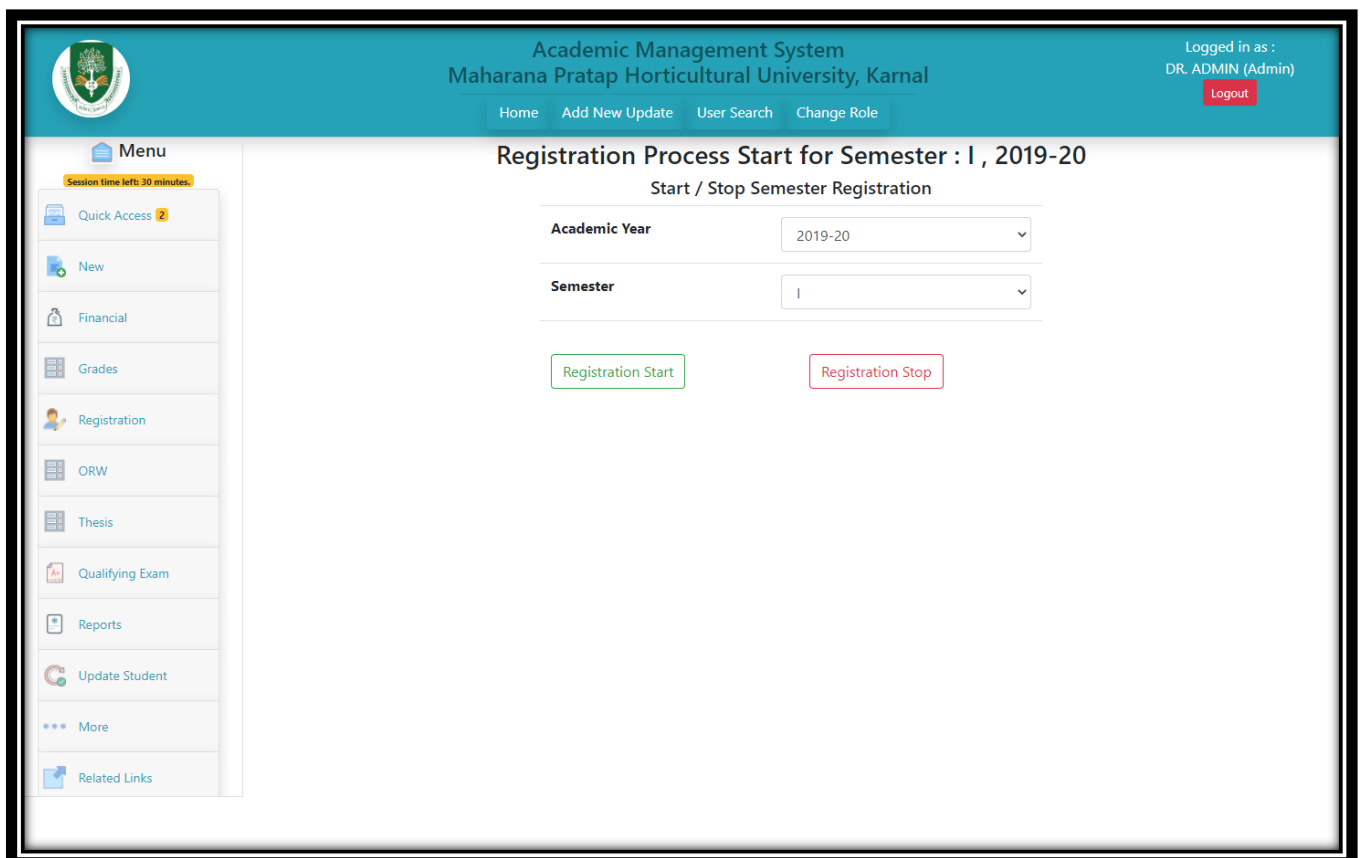


Fig. 3.10 Start/Stop Semester

3.11 Assign New Roles to Faculty's'

Admin can assign different roles to the faculty members.

- Assign New roles to the Faculty's, click on **NEW Tab Menu** and then click on assign roles to faculty.
- Here admin can assign the role of some other faculty of different discipline to some other faculty of different discipline.
- Select Parent discipline (actual Discipline of the faculty), Course Faculty, User Type, sub-discipline from their corresponding drop down lists
- After selecting roles click on Assign roles.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as 'DR. ADMIN (Admin)'. The main content area is titled 'Assign Role to Faculty' and contains four dropdown menus: 'Parent Discipline' (Please Select), 'Course Faculty' (Please Select Faculty), 'UserType' (Please Select User), and 'Sub Discipline' (Please Select Sub-Discipline). An 'Assign Role' button is located below these menus. Below the form is a section titled 'Multiple Role to Faculty Report' which currently shows 'No Records'.

Fig. 3.11 Assign New Roles to Faculty's'

3.12 Latest/Upcoming News and Event's Notification

Admin can add Upcoming News and Event's Notification on the home page of the website using this option.

- To show latest/upcoming news and /events notification, click on **NEW Tab Menu** and then click on **what's news**.
- Add Title, Description, Date and link in their corresponding text area against their labels fields.
- If there is any file related to any update we can upload that also by using file upload.
- After entering all details click on save button.
- The updates will be reflected on the home page of the website.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as DR. ADMIN (Admin). The main content area is titled 'What's New' and contains a form for adding new news items. The form fields are: Title, Description, Publish Date (with a date picker), Is File Upload (toggle switch), and Provide Link. Below the form is a table listing existing news items.

Title	Description	Current Date	Publish Date	IsActive	Actions
STARTING SEMESTER	Semester Started On 1th Oct 2019	Monday, November 4, 2019	Monday, November 11, 2019	<input checked="" type="checkbox"/>	Link Edit Delete
NAHEP COMPONENT - 2	Sensitization Workshop On NAHEP Component -2 Activities And Implementation Of Academic Management System	Monday, November 4, 2019	Wednesday, November 6, 2019	<input type="checkbox"/>	Link Edit Delete
MARKS LIST	Fill Mark List Before 15th Nov 2019	Wednesday, November 6, 2019	Wednesday, November 6, 2019	<input checked="" type="checkbox"/>	Link Edit Delete

Fig. 3.12 Latest/Upcoming News and Event's Notification

4. Student Fee Management

Student fee management deal with the discipline wise fees, fellowships and contingency as per the university norms.

- click on **Financial Tab Menu** and then click on **Discipline Wise Fees**.
- Select the Academic year, Discipline and student Semester and click on submit button.
- All details will display in grid view.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as 'DR. ADMIN (Admin)'. The main navigation menu includes 'Home', 'Add New Update', 'User Search', and 'Change Role'. A 'Print' button is visible in the top right corner. The left sidebar contains a 'Menu' with options: 'Quick Access 2', 'New', 'Financial', 'Grades', 'Registration', 'ORW', 'Thesis', 'Qualifying Exam', 'Reports', 'Update Student', 'More', and 'Related Links'. The main content area is titled 'Discipline Wise Fees Details' and features three dropdown menus for 'Academic Year', 'Discipline', and 'Student Semester', each with a 'Please Select' prompt. Below these dropdowns are 'Submit' and 'Reset' buttons.

Fig. 4Student Fee Management

5. Academic Reporting Part

Here admin can extract the information related to his/her university in different formats, various type of reports from the student /faculty side can be generated from this reporting part.

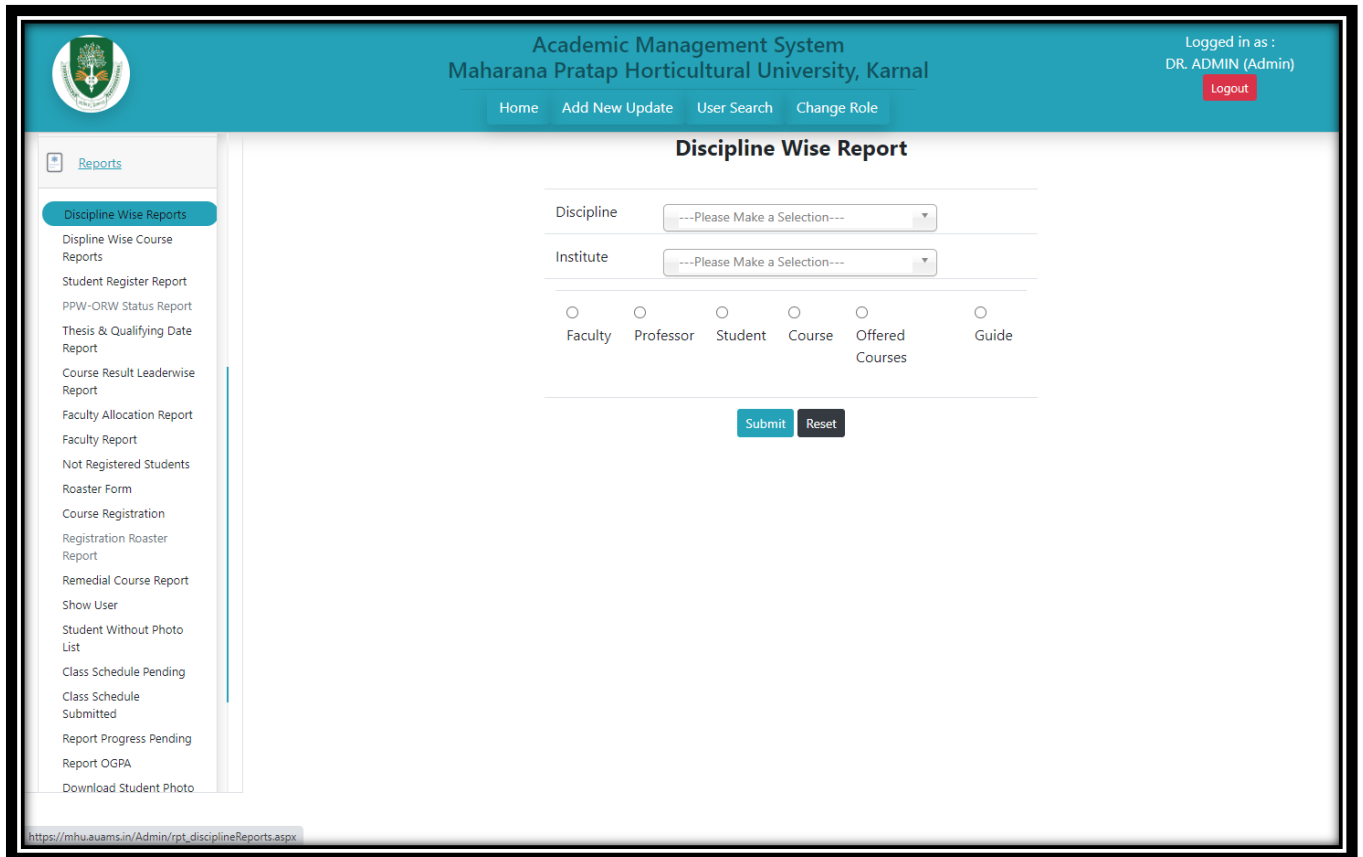


Fig. 5 Academic Reporting Part

5.1 Discipline Wise Report

Admin can see all details related to the particular discipline.

- click on **Reports** menu and then click on Discipline Wise Fees.
- Select discipline from dropdown list.
- Select college/institute from the dropdown list then check faculty, professor, student, course offered course, guide following fields according to the requirements.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as DR. ADMIN (Admin). The main navigation menu includes options like Quick Access, New, Financial, Grades, Registration, ORW, Thesis, Qualifying Exam, Reports, Update Student, More, and Related Links. The 'Discipline Wise Report' section is active, showing a form with the following fields:

- Discipline: All
- Institute: Maharana Pratap Horticultural Universit...
- Radio buttons for selection: Faculty (selected), Professor, Student, Course, Offered Courses, Guide.
- Buttons: Submit, Reset.

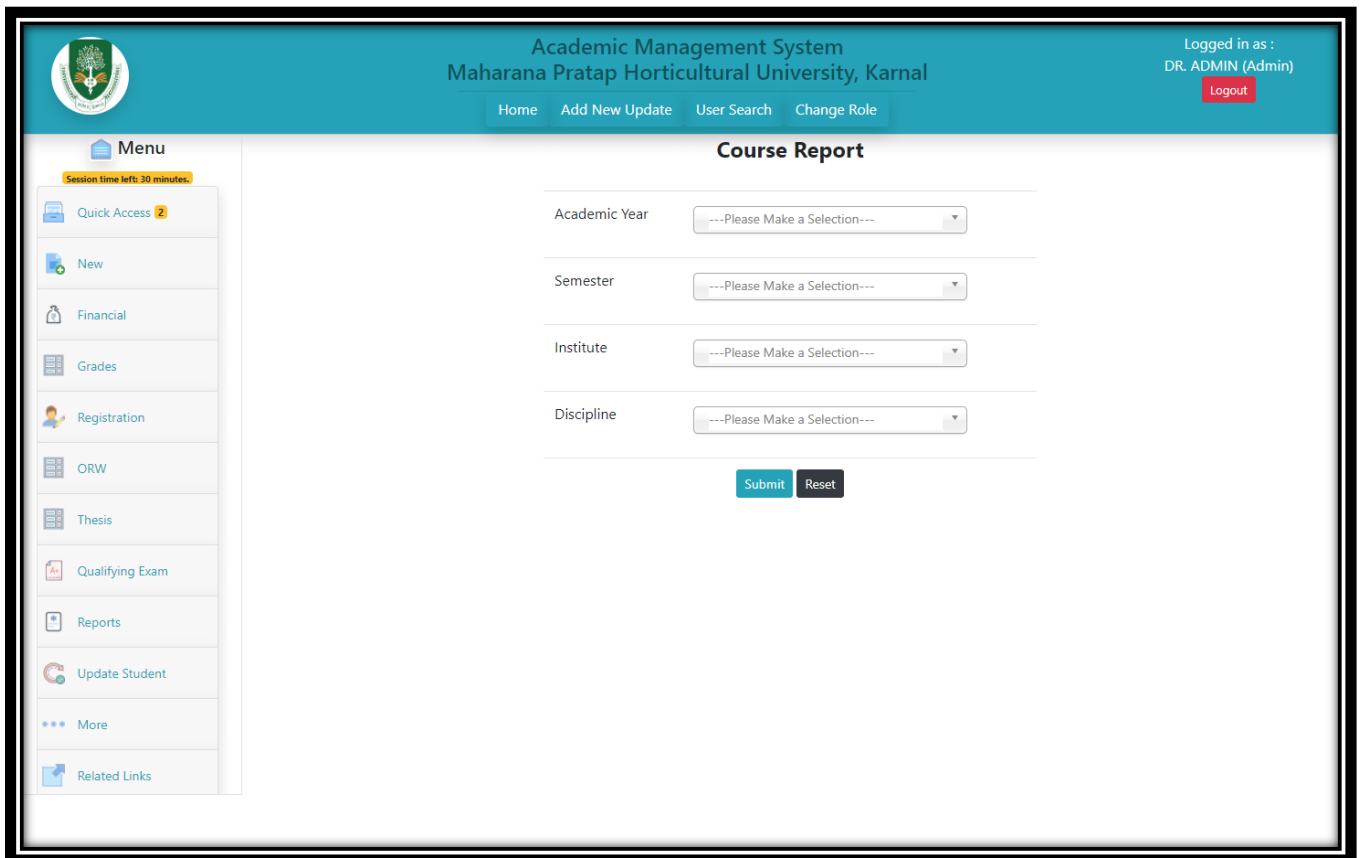
The result of the search is 'No. Record Found'.

Fig. 5.1 Discipline Wise Report

5.2 Discipline Wise Course Report

Admin can see all details related to the particular courses.

- Click on **Reports** menu and then click on Discipline Wise Course Report.
- Select academic year from dropdown list.
- Select semester, institute, discipline and then click on **submit button**.
- Accordingly, the result will display into the grid view after that click on **print button** to take print.



The screenshot displays the Academic Management System interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as DR. ADMIN (Admin). The main content area is titled "Course Report" and contains four dropdown menus for selection: Academic Year, Semester, Institute, and Discipline. Each dropdown menu currently shows "--Please Make a Selection--". Below the dropdowns are two buttons: "Submit" and "Reset". A sidebar menu on the left includes options like Quick Access, New, Financial, Grades, Registration, ORW, Thesis, Qualifying Exam, Reports, Update Student, More, and Related Links. A session time warning indicates 30 minutes left.

Fig. 5.2 Discipline Wise Course Report

5.3 Registered Student Report

Admin can see all details related to the registered student report.

- Click on **Reports** menu and then click on registered student Report.
- Select enrollment year from dropdown list.
- Select degree, institute, gender, category and then click on **submit button**.
- Accordingly, the result will display into the grid view after that click on **print button** to take print.

The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as 'DR. ADMIN (Admin)'. The main content area is titled 'Register Students Report' and contains a form with the following fields:

- Registration Year: 2016
- Degree: All
- Institute: All
- Gender: All
- Category: All

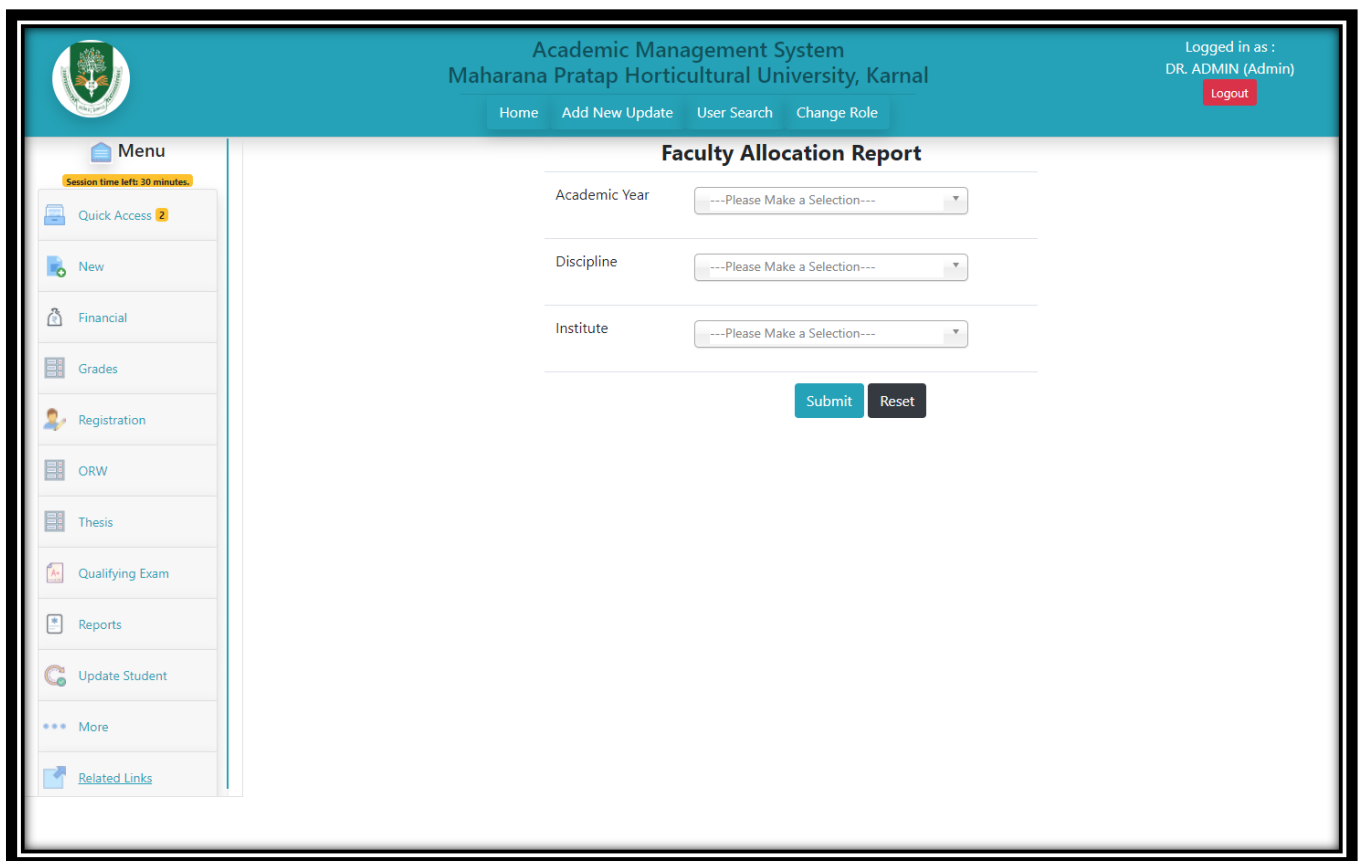
Below the form are two buttons: 'Submit' and 'Reset'. A left sidebar menu is visible with options like 'Quick Access', 'New', 'Financial', 'Grades', 'Registration', 'ORW', 'Thesis', 'Qualifying Exam', 'Reports', 'Update Student', 'More', and 'Related Links'. A session timer indicates 'Session time left: 30 minutes'.

Fig. 5.3 Registered Student Report

5.4 Faculty Allocation Report

Admin can see all details related to the allocated faculty for the particular course.

- Click on **Reports** menu and then click on faculty allocation Report.
- Select academic year, discipline, institute and then click on **submit button**.
- Accordingly, the result will display into the grid view after that click on **print button** to take print.



The screenshot displays the 'Faculty Allocation Report' form within the Academic Management System of Maharana Pratap Horticultural University, Karnal. The interface includes a top navigation bar with the university logo, title, and user information (DR. ADMIN (Admin) with a Logout button). A secondary navigation bar contains links for Home, Add New Update, User Search, and Change Role. A left sidebar menu lists various system functions such as Quick Access, New, Financial, Grades, Registration, ORW, Thesis, Qualifying Exam, Reports, Update Student, and More. The main content area features three dropdown menus for 'Academic Year', 'Discipline', and 'Institute', each with the placeholder text '---Please Make a Selection---'. Below these menus are 'Submit' and 'Reset' buttons.

Fig. 5.4 Faculty Allocation Report

5.5 Faculty Details Report

Admin can see all details related to the allocated faculty for the particular course.

- Click on **Reports** menu and then click on faculty Report.
- Select required field and then click on submit button.
- Accordingly, the result will display into the grid view after that click on **print button** to take print.

The screenshot displays the 'Faculty Report' configuration page in the Academic Management System. The page header identifies the system as 'Academic Management System' for 'Maharana Pratap Horticultural University, Karnal'. The user is logged in as 'DR. ADMIN (Admin)'. A navigation menu on the left includes options like 'Quick Access', 'New', 'Financial', 'Grades', 'Registration', 'ORW', 'Thesis', 'Qualifying Exam', 'Reports', 'Update Student', and 'More'. The main content area is titled 'Faculty Report' and contains a 'Print' button. A note states: 'Note: Please select only 5 columns at a time for better printable report'. Below this, there are several columns of checkboxes for selecting report fields. The selected fields are 'Name' and 'Faculty Type'. At the bottom, there are 'Submit' and 'Rest' buttons. A table below the configuration shows the resulting report data:

S.No.	Name	UserType	UserGender
1	Dr.ASHAKAWATRA	Dean	Female

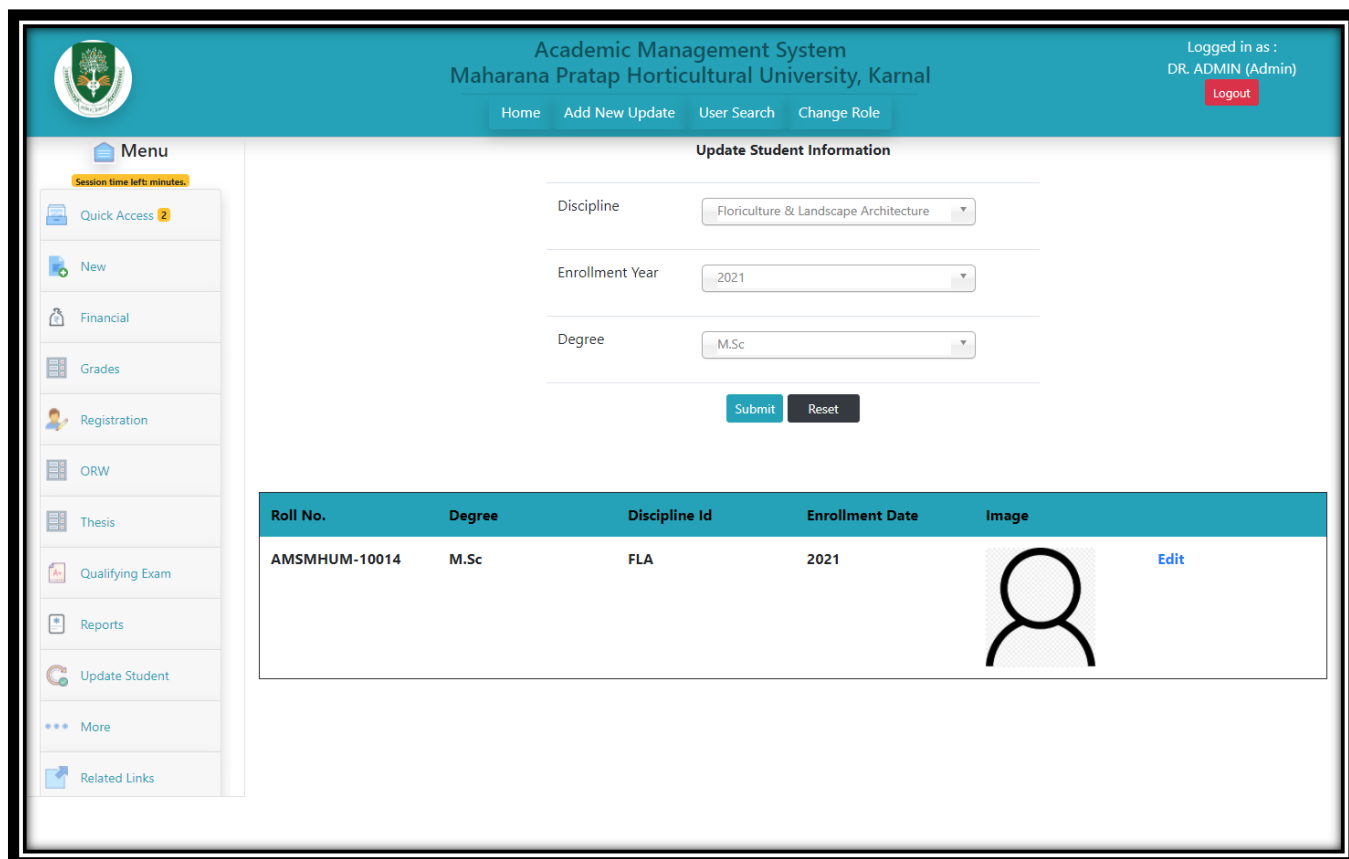
Fig. 5.5 Faculty Details Report

NOTE: Some more reporting part is also providing to the administrator in admin can see other reports as well according to the requirements.

6. Student Updating Reporting Part

Admin can see all details related to the student and also update their information accordingly.

- Click on **student update** menu and then click on Reports.
- Select menu item according to the information required.



The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as 'DR. ADMIN (Admin)'. The main navigation menu includes 'Home', 'Add New Update', 'User Search', and 'Change Role'. The 'Update Student Information' form is visible, with fields for 'Discipline' (Floriculture & Landscape Architecture), 'Enrollment Year' (2021), and 'Degree' (M.Sc). Below the form is a table listing student records.


Roll No.	Degree	Discipline Id	Enrollment Date	Image	
AMSMHUM-10014	M.Sc	FLA	2021		Edit

Fig. 6 Student Updating Reporting Part

NOTE: The list of student update reporting menu showing some of the reporting part, admin can easily click on particular menu and get the relative information form that menu.

7. More Features

Some extra features also providing to the admin.

- Click on **more** menu and then click on menu items.
- Select menu item according to the information required.

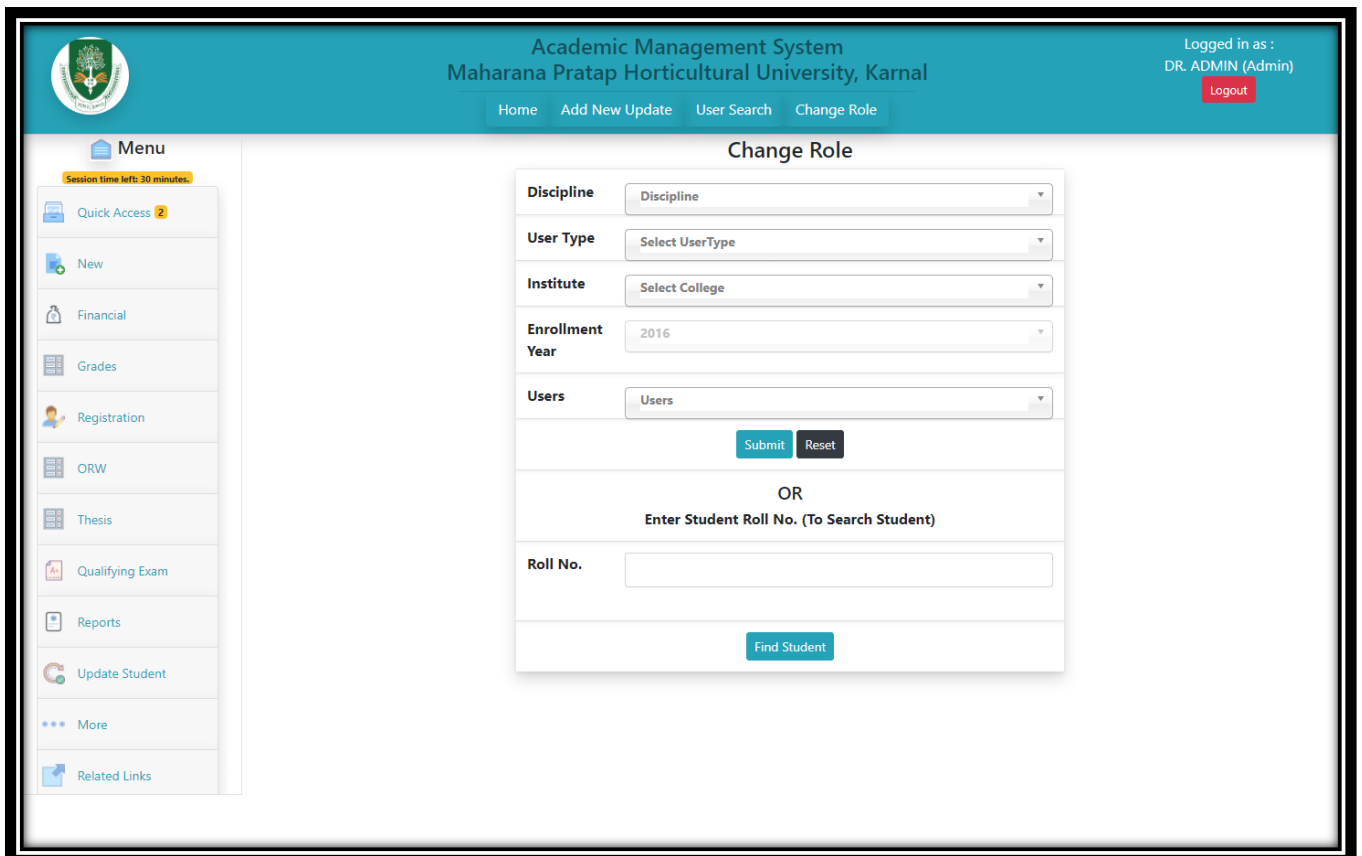
The screenshot displays the 'Academic Management System' interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as 'DR. ADMIN (Admin)'. The main navigation menu includes 'Home', 'Add New Update', 'User Search', and 'Change Role'. The left sidebar contains various menu items under 'Registration' (ORW, Thesis, Qualifying Exam, Reports, Update Student, More) and 'Change' (Change Role, Search, Student Search, User Search, Course Search, Thesis Search, Course Evaluation Proforma, Add/Modify Questions, Related Links). The 'Change Role' form is the central focus, featuring dropdown menus for 'Discipline' (set to 'Discipline'), 'User Type' (set to 'Select UserType'), 'Institute' (set to 'Select College'), and 'Enrollment Year' (set to '2016'). There is a 'Users' dropdown menu set to 'Users'. Below these fields are 'Submit' and 'Reset' buttons. An alternative search method is provided with the text 'OR Enter Student Roll No. (To Search Student)' and a 'Roll No.' input field with a 'Find Student' button. The URL at the bottom left is 'https://mhu.auams.in/Admin/ChangeRole.aspx'.

Fig. 7 More Features

7.1 Change Role

Admin has right to access all the other users profile and do needful changes in case he/she can't do their own work due to some circumstances. This facility is provided under change role tab, here admin can change its role to any required user type.

- Click on More menu option, then click on change role.
- Select discipline, user type, college and users from dropdown then click on submit button.
- Now admin can access the selected user type profile and do the needful change.



The screenshot displays the 'Change Role' interface within the Academic Management System of Maharana Pratap Horticultural University, Karnal. The system is logged in as DR. ADMIN (Admin). The interface includes a navigation menu on the left with options like Quick Access, New, Financial, Grades, Registration, ORW, Thesis, Qualifying Exam, Reports, Update Student, More, and Related Links. The main content area features a 'Change Role' form with the following fields:

- Discipline:** A dropdown menu currently showing 'Discipline'.
- User Type:** A dropdown menu currently showing 'Select UserType'.
- Institute:** A dropdown menu currently showing 'Select College'.
- Enrollment Year:** A dropdown menu currently showing '2016'.
- Users:** A dropdown menu currently showing 'Users'.

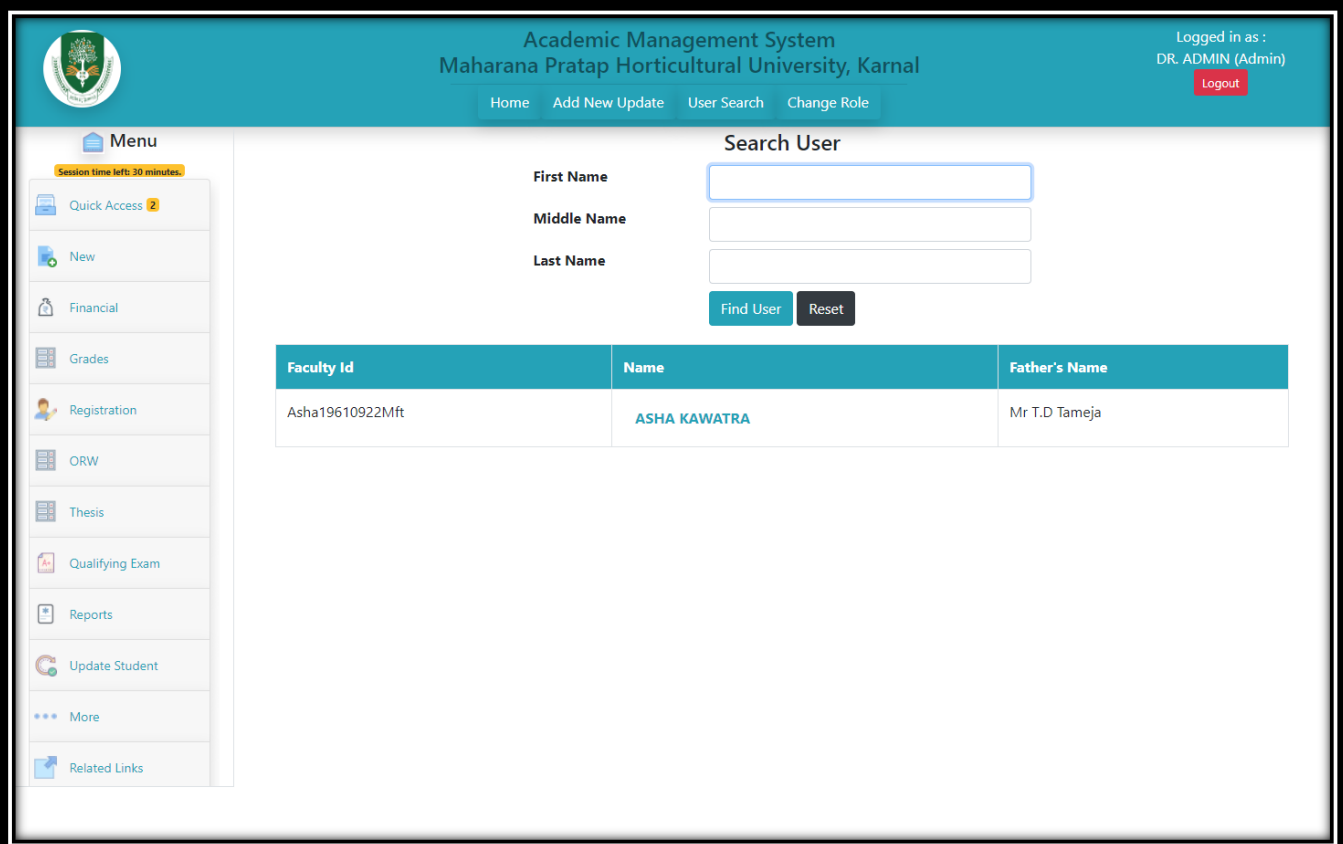
Below these fields are 'Submit' and 'Reset' buttons. An alternative search method is provided with the text 'OR Enter Student Roll No. (To Search Student)' and a 'Roll No.' input field, followed by a 'Find Student' button. A session time warning 'Session time left: 30 minutes.' is visible in the top left of the main content area.

Fig. 7.1 Change Role

7.2 Student Search, User Search, Course Search

Admin has right to access to find AMS users profile.

- Click on More menu option, then click on user search.
- Admin can search by first name, middle name, last name.
- Now click on Find User button.
- All the related information will show in grid view.



The screenshot displays the Academic Management System (AMS) interface for Maharana Pratap Horticultural University, Karnal. The user is logged in as DR. ADMIN (Admin). The interface features a navigation menu on the left and a search form for users. The search form includes input fields for First Name, Middle Name, and Last Name, along with 'Find User' and 'Reset' buttons. Below the search form, a table displays the search results for a user.

Faculty Id	Name	Father's Name
Asha19610922Mft	ASHA KAWATRA	Mr T.D Tameja

Fig. 7.2 Student Search

