

**TRIBHUVAN UNIVERSITY**

**EVEREST COLLEGE**

**Bachelor of Business Administration**



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**OVERVIEW  
OF  
*STUDENT INFORMATION MANAGEMENT SYSTEM***

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# ACKNOWLEDGEMENT

As per the requirement of the syllabus of Bachelor of Business Administration (BBA), 5<sup>th</sup> semester we are required to prepare a project report in the System Analysis Design and Development of Information System on any of the field. Hence we have prepared a report on how ***System Analysis, Design and Development of Student Information Management System*** help in systematic access to the student informations managed by an academic institution.

We attempt to make the application of ***Student Information Management System*** to the Everest College. It becomes essential to make a proper managed Student Information System so that there can easy access to the student's records and get the desired information to whom it may be required. After all it is far better than the tarditional approach.

We would like to thank our facilitator Mr. Prajwol Shrestha for approving, assisting and guiding me throughout this project. I would like to thank BBA department for providing lab to perform our work. I would also like to thank all my friends for their valuable suggestions and comments.

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# INTRODUCTION

## **MANAGEMENT INFORMATION SYSTEM:**

When information systems are designed to provide information needed for effective decision making by managers, they are called Management Information Systems. MIS is a formal system for providing management with accurate and timely information necessary for decision making.

The system provides information on the past, present and project future and on relevant events inside and outside the organization. It may be defined as a planned and integrated system for gathering relevant data, converting it in to right information and supplying the same to the concerned executives. The main purpose of MIS is to provide the right information to the right people at the right time.

MIS does the following function:

- sub serves managerial function
- collects, stores, evaluates information systematically and routinely
- supports planning and control decisions
- Includes files, hardware, software, software and operations research models.

### Advantages of MIS:

1. It facilitates planning.
2. It minimizes information overload.
3. MIS encourages Decentralization.
4. It brings Co-ordination.
5. It makes control easier.
6. MIS assembles, process, stores, retrieves, evaluates and disseminates the information.

## **STUDENT INFORMATION MANAGEMENT SYSTEM:**

Every semester, departments within the university schedule course offerings. These course offerings indicate the sections of each course that will be offered, who will teach each course-section, where the course will be taught, and the days and times when the course will be taught. The maximum enrollment in each course-section is

also indicated to the registrar. Obviously, each department can offer many course-sections in a semester; however, each course-section offering can be associated with only one department. Courses need not necessarily be offered every semester, and each course can have multiple offerings during a semester (i.e., multiple sections of the same course, possibly taught by different instructors). Instructors could be teaching many courses in a semester, but it is also possible that an instructor is not teaching any course during a particular semester (again, perhaps in the summer). One and only one instructor must teach a course. The class schedule for each semester published by the Registrar's office provides a summary listing of all course-section offerings for all departments.

Prior to each semester, the registration process occurs—students register for courses based on the course offerings listed in the semester schedule. The system first ensures that the student is a valid student at the institution. The student's request is then verified to ensure that it is complete, that the course requested is a valid course, and that the enrollment limit has not already been reached. In case of errors (invalid student, course, or if the class is full), the student is notified by the system and the process ceases. If there are no errors, the student is registered for the course. A student can register for one or more courses, and there could obviously be many students signing up for one course. The registrations, therefore, comprise students who have successfully signed up for each course.

Upon successful completion of the registration process, students receive a confirmation of their schedule over the phone and also by mail or they can collect it from the administrative department. Periodically, the registration data are accessed and used as a basis for billing students. Fee statements are mailed to students who have registered for courses. Before classes begin each semester, departments receive class rosters showing students who are registered for each course being taught by the department. A number of registration reports are generated from the registration data every semester and provided to the Registrar's office.

# PROBLEM DEFINITION

Everest College is a renowned institution for the study of 10+2, Bachelor and Master's Programmes. But focussing on to the BBA stream, the BBA faculty is located in Thapathali, Kathmandu. It has got above 200 students altogether studying in different semesters. Since the number of students is growing, and the management has to handle records of lots of students, it is facing a little bit problems in maintaining the record of the students. Though it has used an Information System, but it is totally manual one. And hence there is need of upgrade of the system to that of the Computer Based Information System (CBIS). The college has computers in every department, but they are used just for the paper works and for simple jobs as creating applications, typing the notices, creating attendance sheets, etc.

# OBJECTIVE

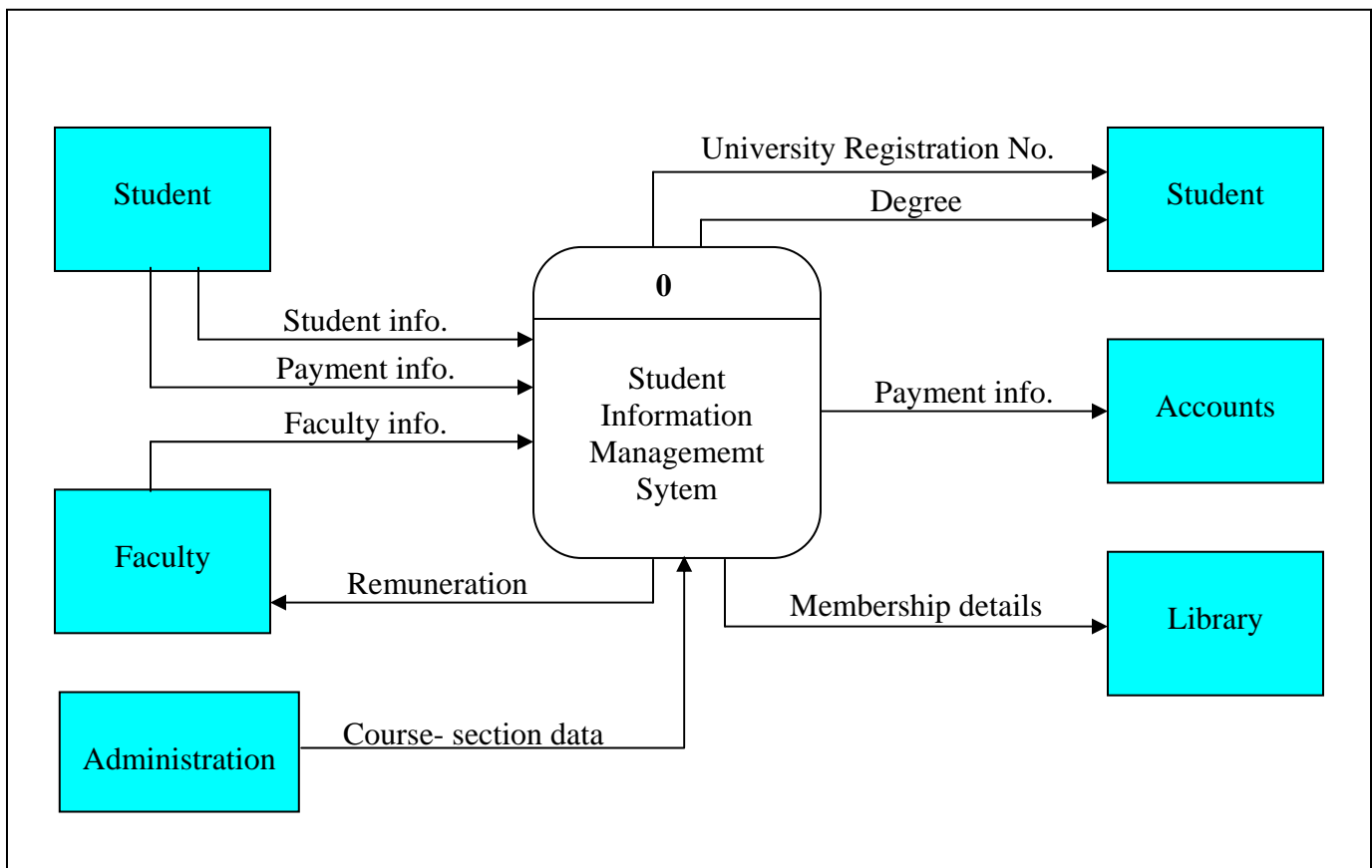
Developing a proper managed SIMS for the Academic Institution becomes the essence to let the users – students, guardian, teachers and others to gain the information about the institution. In this recent world, it becomes the necessity for the educational institution to have a managed Computer Based Information System. The objectives can be listed below as:

- To provide a proper registration channel / system to the new students.
- To maintain all the accounts of the students in digital form from enrollement upto the end of the study.
- To update the information that is essential to transmit to the users.
- To make the informations available to the departmants at their desk whenever required, in just a click away.
- To have a centralized control over the records of the students, departments, teachers, staffs, library, etc. and monitor the changes in these records.



# CONTEXT DIAGRAM

The overall design for SIMS in the form of Context Diagram is illustrated below. Inputs to the process are received from students (who make registration requests), from faculty (who request faculty information / course information they would like to teach), administration (who provide information about their course offerings for a semester), and library (who request for student validity check). Outputs from the registration process include class schedules and fee statements to students, teaching assignments to instructors, students fees paymet information, University Degree, and class rosters to departments showing the students registered for each of the department's courses.



**Fig 1.1 :- Context Diagram for Student Information Management System (SIMS)**

# LEVEL - 0 DFD

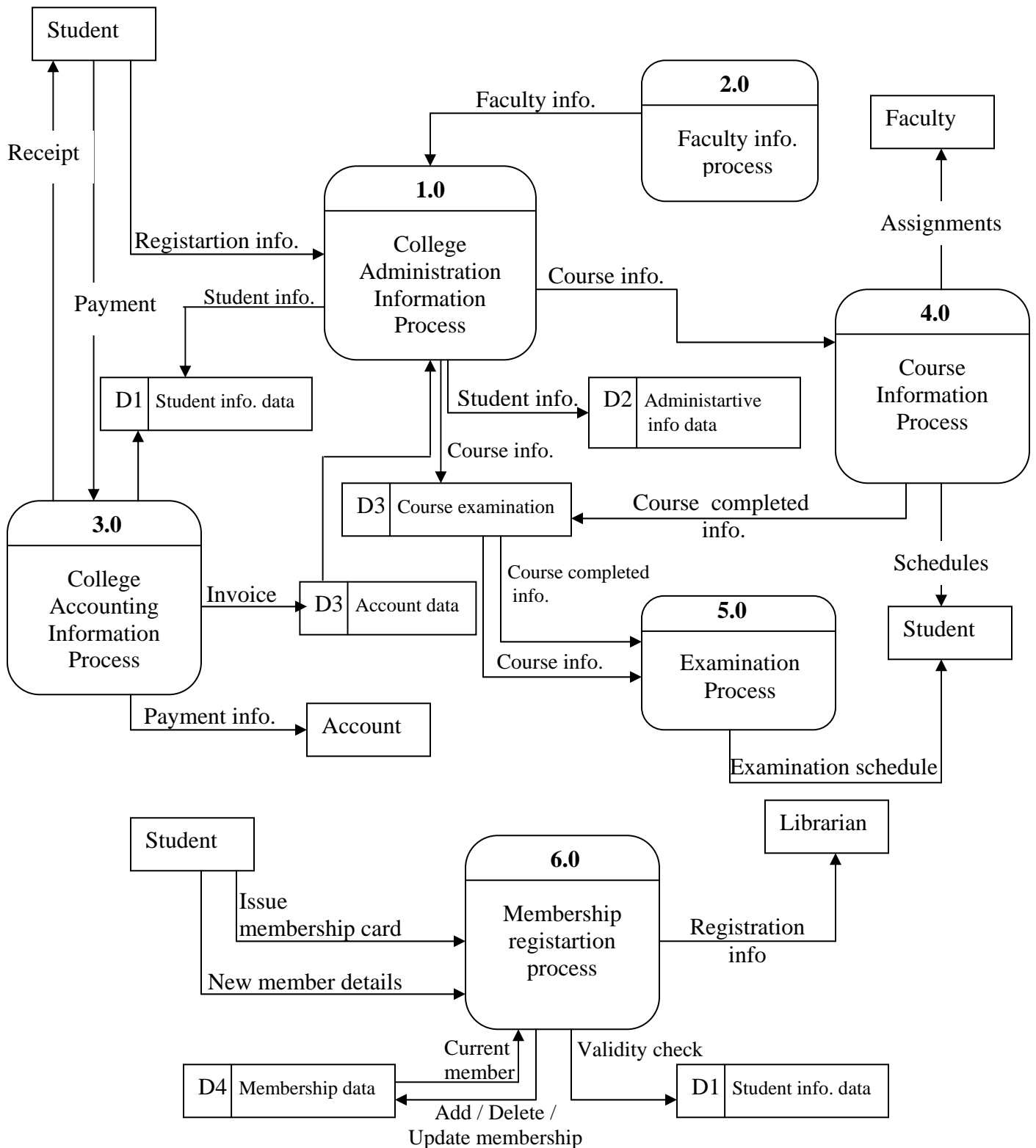


Fig 2.1 :- Level 0 DFD Diagram for SIMS

# DESCRIPTION OF DFD DIAGRAM

A student visits the college for various purposes. He/She might first interact with the administration department or reception department or he/she may go to the library first.

Starting from the registration process, a student may come to the college for the admission in a particular faculty and for a particular course and subject matter. He/She submits the registration form and student registration form processing is handled by the College Administration Information Process.

**1.0 College administration Information Process** then stores the student information in the Administration information database and to the student information database. It too collects informations from the account database to know about the student's payments records and from the faculty process about the faculty information. It sends the course information to the course information process for further processing.

**2.0 Faculty information process** is responsible for sending the faculty information to the College administration Information Process, all the faculty information which will be useful for the instructors and separating the sections of the students.

**3.0 College Accounting Information Process** accepts the payment from the students and delivers them a receipt. It stores the accounting data of the students into the account data. It too may access the student database for updating the student payment details and to categorize the payments cleared students relating to various sections and semesters.

**4.0 Course Information Process** accepts the course information from the College administration Information Process. It sends the course completed information to the course completed database. And offer schedules to the students, assignments to the faculty.

**5.0 Examination Process** takes the course details and course completed details from the Course examination database and prepares the examination schedules and offer it to the students. It is responsible for processing all the informations related to the examination (other informations like. postponement notice, exam location, time, etc.).

**6.0 Membership registration process** related to the Library management; also have to create the membership for the newly admitted students. They check the validity of the students against the student information database. And finally issue the membership card to the new students. The registration information is reviewed by the library personnel. The system too accesses the member's database for maintaining the members records (add, delete and update membership of students) and to track information about the current members.

# CONCLUSION

To sum up, developing a computer based information system for Everest College was a matter of essence. It will be a medium for the College Management System for the proper management of the student's informations in an organized way. It is now essence for the organization to transmit the student's records on to the system, without crawling in various departments.

The conclusions can be summed up into the following points:

- The CBIS has made the easy flow of informations form one department to other.
- Since the data are organized in a database, and are secure in computer system, the complaint of loss of information is not heard again.
- The personnel seems to be satisfied with the system. They were eager to adopt it.
- The information overload problems on certain departments get minimized.