BRAINSTROMING - INDIVIDUAL

Date	18 June 2025
Team ID	LTVIP2025TMID20393
Project Name	Educational Organisation Using ServiceNow
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Maximum Marks	4 Marks

Idea Title: Role-Based Student Registration System with Auto-ID and Parent Details

During the initial brainstorming discussions, I reflected on one of the most important stages in any educational system — **student registration**. It's the first and foundational touchpoint for every student within an institution. I've noticed that in many schools and colleges, registration is still done manually or through non-standardized forms that are difficult to verify or integrate with later academic systems. Based on this, I proposed a **role-based student registration module** built natively within the ServiceNow platform.

The idea is to create a structured registration form that captures essential information such as the student's full name, grade, date of admission, and **parental contact information**, including both the father's and mother's names and mobile numbers. This form would be available to administrators or front-office staff with appropriate access roles, and all data would be stored in a dedicated **student profile table**.

A key feature of my idea is the **auto-generation of a unique admission number** at the time of record creation. This number acts as a primary key for the student across the system and links to all future modules such as admission verification, academic progress, and notifications. The format could be standardized (e.g., ADM2025XXX), ensuring uniqueness and preventing duplication.

To support accountability and structured access, **role-based controls** would be applied using ServiceNow's ACL system. For example, data entry fields would be enabled only for users with the "Admin" or "Registrar" role. Parents or students would not be able to modify the data once it's entered, preserving integrity. This ensures that the registration workflow is secure and tamper-proof while remaining simple for authorized staff to operate.

Another part of the proposal involves making registration part of a larger **onboarding flow**. Once a student is registered, they could receive an automated notification with a welcome message, admission confirmation, or instructions for the next steps — all configured using ServiceNow Flow Designer. This adds a layer of professional communication and eliminates confusion during the admission period.

From a process perspective, this idea promotes **clean data architecture, reduces paperwork**, and ensures that all essential student information is available in a unified and accessible format. Later systems such as progress tracking, report generation, or parent communication can rely on this foundational data.

What excites me most about this idea is how simple yet powerful it is. We're not introducing complex dependencies or external interfaces. Instead, we're using ServiceNow's **native capabilities** — tables, client scripts, notifications, roles — to create a **digital-first registration solution** that is fast, reliable, and reusable across academic years.

This module would not only serve as the entry point for each student but also as the **anchor record** around which the rest of the platform evolves. By taking the first step of registration seriously and making it structured, we build trust in the data and confidence in the system.

I'm confident that this approach will save staff time, prevent data errors, and provide students and parents with a smoother, more professional onboarding experience.