**From**

Shiyam.M  
IT Software Development Team,  
Sri Venkateshwaraa Group of Institution  
6/11/2024

**To,**  
Dr.S.Pradeep Devaneyan, Principal, SVCET,  
Dr.N.Balaji, Dean Acadamics, SVCET,  
Sri Venkateshwaraa College of Engineering And Technology

**Subject: Request for College Details to Update the Educnt 2.0 Application for SVCET College Management**

Respected Sir,

I hope this letter finds you well. I am writing to request specific information necessary for the comprehensive development of the Educnt 2.0 application for SVCET college management. To ensure that Educnt 2.0 can efficiently serve the needs of SVCET's various stakeholders, we require the following details:

1. **Room Details** for stock management across campus facilities.
2. **Achievement Types** for faculty and students to facilitate tracking and recognition within the system.
3. **Committee Types and Hierarchy** for both faculty and student sides, outlining roles and responsibilities within each committee.
4. **Sample Events for the Academic Calendar**, covering both current and anticipated activities.
5. **Faculty and Staff Designation Hierarchy** to represent the organizational structure accurately.
6. **Subject Details with Corresponding Subject Codes** for all courses currently offered, along with any anticipated courses in the foreseeable future.

In addition to the current data, we also require anticipated future details for each of the items listed above to ensure that Educnt 2.0 is prepared to adapt to upcoming requirements of SVCET.

We will be sending a Google Sheet link from our official email ID, where you can enter or upload the requested data at your convenience.

Thank you for your assistance in providing these details. Your support will greatly aid in making Educnt 2.0 an effective tool for SVCET’s academic and administrative needs.

Your Sincerely,  
**Shiyam.M**  
IT Software Development Team,  
Sri Venkateshwaraa Group of Institution