BANNARI AMMAN INSTITUTE OF TECHNOLOGY

An Autonomous Institution Affiliated to Anna University - Chennai, Accredited by NAAC with A+ Grade

Sathyamangalam - 638401 Erode District, Tamil Nadu, India

WORKFLOW

STUDENT NAME	ARAVINDKUMAR R
ROLL NO	7376221CS112
SEAT NO	223
PROJECT ID	23
PROJECT TITLE	APPROVAL OF ONDUTY FOR THE STUDENTS

PROBLEM STATEMENT:

Approval of OD for the students with the following constraints:

1. Both academic and placement FA should be above 50%

2. Mentor has to provide permission after receiving acknowledgement from the parent.

3 The special lab incharge should approve the permission after verifying event details.

PURPOSE :

The Student On-Duty Approval Portal/App aims to streamline and standardize on-duty approval processes for students within our institution. It seeks to enhance efficiency by automating manual tasks, provide transparency by offering visibility into request statuses, ensure compliance with institutional guidelines, simplify the process for students, and maintain accurate records for informed decision-making.

SCOPE :

The project includes implementing user authentication, enabling on-duty request submission, designing approval workflows, validating academic performance, facilitating parental acknowledgment, verifying event details, developing a notification system, providing reporting capabilities, ensuring security and compliance, and enhancing accessibility and usability. These features collectively aim to improve the efficiency, transparency, and compliance of the on-duty approval process within our institution.

PROJECT WORKFLOW:

Student on-duty requests are an integral part of managing the academic and extracurricular activities of students within educational institutions. These requests typically arise when students need to be excused from their regular academic commitments to participate in events, competitions, internships, or other activities that contribute to their personal and professional development.

The approval process for student on-duty requests often involves multiple stakeholders, each with specific responsibilities and concerns:

- **Students**: They initiate the on-duty request process by submitting their requests through the portal or application. Students must provide detailed information about the event or activity they wish to attend, along with the reasons for their absence from academic or placement-related responsibilities

- **Formative Assesments(FAs):** FAs play a crucial role in assessing the academic and placement performance of students. Their approval ensures that students requesting on-duty are meeting the necessary academic and career progression standards. FAs provide insights into whether the student's participation in the requested activity aligns with their overall academic goals and responsibilities.

- **Mentors:** Mentors act as intermediaries between students and their parents or guardians. Before approving an on-duty request, mentors communicate with parents or guardians to ensure they are aware of the student's planned absence and provide their consent. This step reinforces the importance of parental involvement in students' educational experiences and ensures that on-duty activities are conducted with the support of families.

- **Special Lab Incharge:** For on-duty requests related to special events or activities held within the institution, such as laboratory experiments, workshops, or seminars, the Special Lab Incharge verifies the event details and approves the request. This ensures that on-duty activities within the institution are relevant, authorized, and align with the institution's educational objectives and safety protocols.

By incorporating multiple layers of approval into the on-duty request process, the portal or application serves as a centralized platform for coordination and communication among stakeholders. It promotes transparency, accountability, and efficiency in managing student absences while safeguarding the integrity of academic and placement responsibilities.

CRITERIA VERIFICATION :

- **Academic and Placement FA Check:** Verify that both academic and placement Formative assesment(FAs) approval eligilabilty are above 50% before proceeding with the approval process.

- **Special Lab Incharge Approval:** After receiving a request from student, the spleciallab incharge should check whether the student is eligible to go to the event or not before granting permission.

- **Parental Acknowledgement:** Once spleciallab incharge approves the request then an intimation should goto parent for they are granting the request or not.

- **Mentor Acknowledgment:** Once a student submits a request, the mentor assigned to them should receive a notification. The mentor must obtain acknowledgment from the student's parent/guardian before granting permission.

FUNCTIONAL REQUIREMENTS :

- **Authentication**: Secure login for students, mentors, and Lab Incharges.

- **Request Submission:** Students submit duty requests with event info.

- **Approval Workflow:** Requests routed to mentors, and Labs based on criteria.

- **Performance Validation:** Validate academic and placement FA's performance.

- **Parental Acknowledgement:** Mentors communicate with parents for approval.

- **Event Verification:** Labs verify event details for approval.

- **Notifications:** Alerts for pending requests, approvals, rejections.

- **Reporting:** Admin tools for monitoring requests and performance.

NON-FUNCTIONAL REQUIREMENTS :

- **Security:** Implement robust data security and privacy measures.

- **Scalability:** Design system to handle growing user traffic and requests.

- **Usability:** Create intuitive UI for efficient interaction.

- **Reliability:** Ensure the system operates reliably without downtime.

- **Accessibility:** Adhere to accessibility standards for users with disabilities.

TECHNOLOGICAL STACKS:

FRONTEND	REACT JS
BACKEND	JAVA WITH SPRINGBOOT
DATABASE	MY SQL
API	RESTFULL API

USER PERSONAS :

1.Student:
- Needs: Schedule access, easy request submission.
- Goals: Submit requests, track approval, view updates.
- Expectations: Simple interface, timely updates.
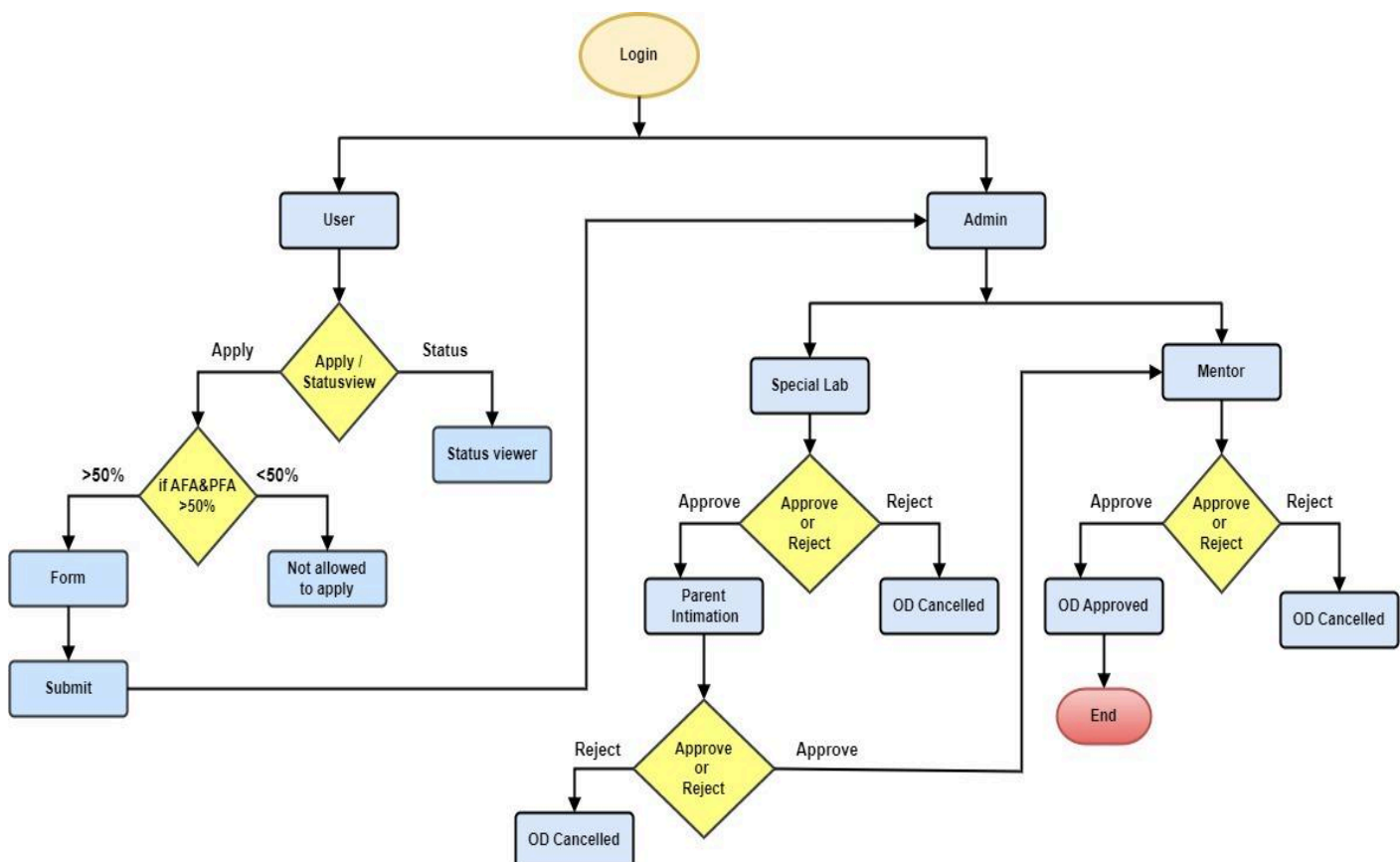
2.Faculty:
- Needs: Efficient request review, schedule updates.
- Goals: Review requests, send updates.
- Expectations: User-friendly tools, easy communication.

3.Admin Staff:
- Needs: System management, conflict resolution.
- Goals: Manage approvals, resolve conflicts.
- Expectations: Comprehensive dashboard, communication tools.

FLOWCHART :

FLOWCHART FOR OD APPROVAL

CONCLUSION :

The Student On-Duty Approval Portal/App aims to streamline the process of approving student on-duty requests while ensuring compliance with academic and placement requirements. By implementing a systematic workflow and incorporating necessary validations, the portal/app will enhance efficiency, transparency, and accountability in managing on-duty approvals within our institution.