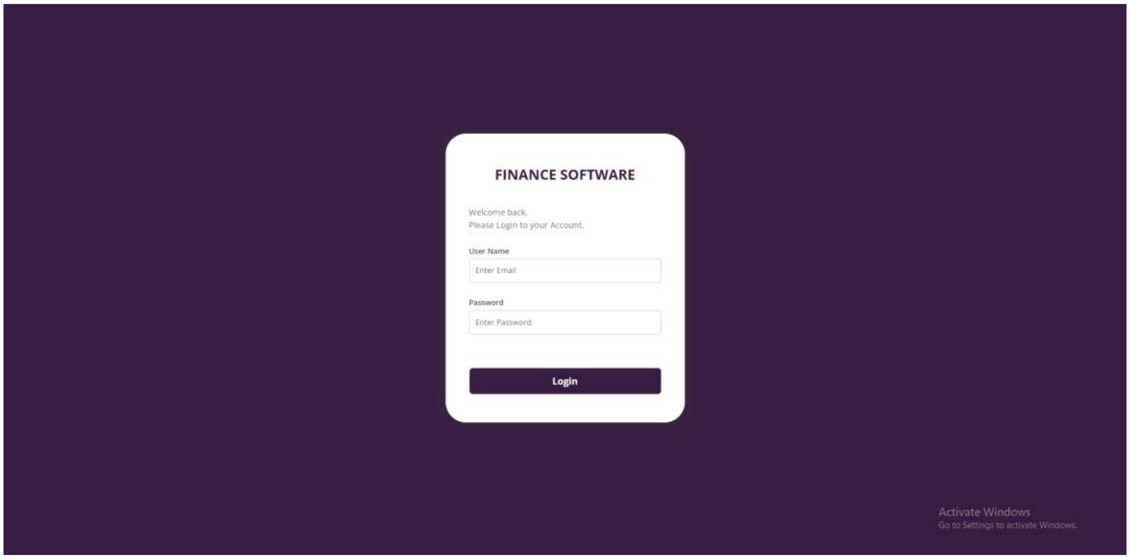
PROJECT SUMMARY

- The Micro Finance Software application is designed to streamline and manage various financial operations, focusing on loan management. It is built using a robust combination of PHP, JavaScript, Bootstrap, and jQuery, ensuring a responsive and user-friendly interface.

- The software is specifically tailored for financial institutions, banks, and credit unions, helping them efficiently manage loan entries, approvals, issues, collections, and closures.

- The primary purpose of the Micro Finance Software is to provide a comprehensive solution for managing loans. It simplifies the process of loan entry, approval, issuance, collection, and closure, making it easier for financial institutions to handle large volumes of data with accuracy and efficiency. The software is designed to reduce manual work, minimize errors, and improve overall operational efficiency.

- Concluding the overview, the Micro Finance Software is a comprehensive solution for financial institutions looking to enhance their loan management processes. With its user-friendly interface, dynamic features, and robust security measures, it ensures efficient and secure handling of all loan-related operations, helping institutions improve their service delivery and operational efficiency.



TECHNICAL SPECIFICATION

- CORE PHP
- HTML, CSS, BOOTSTRAP
- JAVASCRIPT, JQUERY
- MYSQL

SOFTWARE REQUIREMENTS

- XAMPP VERSION - 7.4
- PHP VERSION – 8.2
- BOOTSTRAP VERSION - 4

SYSTEM REQUIREMENTS

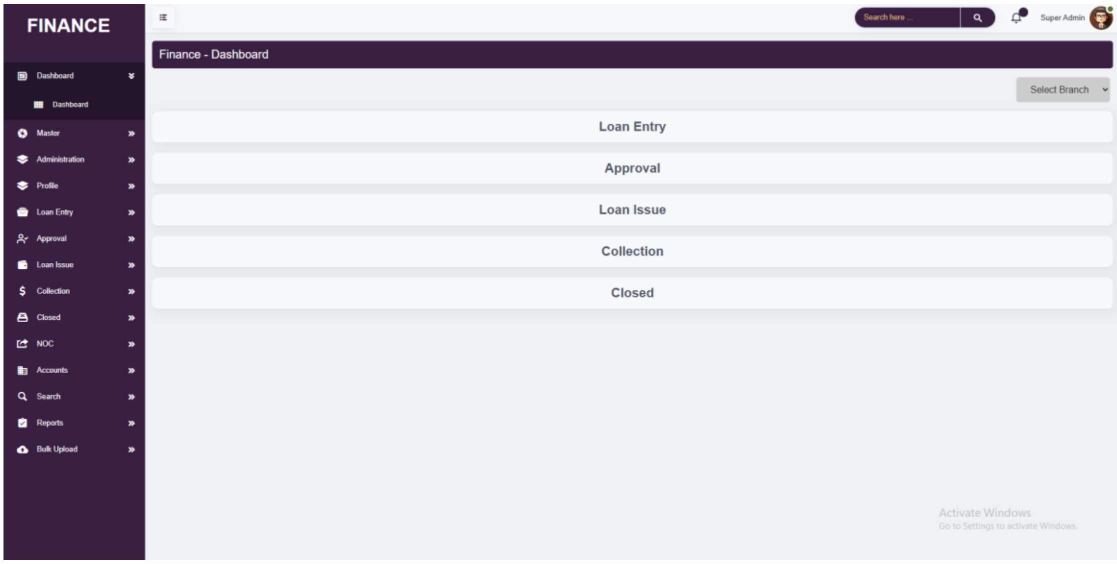
- OS – Windows 10 - 64 bit
- Processor Intel i5
- Ram 8GB
- Microsoft .Net Framework 4.5.2 or above

MODULES

- DASHBOARD
- MASTER
- ADMINISTRATION
- PROFILE
- LOAN ENTRY
- APPROVAL
- LOAN ISSUE
- COLLECTION
- CLOSED
- NOC
- ACCOUNTS
- SEARCH
- REPORTS
- BULK UPLOAD

1 . DASHBOARD

- This is a web application's dashboard interface for managing loan entries in a micro financial software system. A dropdown menu labeled "**Select Branch**" allows users to filter or select specific branches of the financial institution.
- This is used to display data for all branches or a specific branch. The branch selection feature allows for filtering data by branch, making it useful for institutions with multiple locations.
- It comprises 5 categories of dashboard: Loan Entry, Approval, Loan Issue, Collection, and Closed. Each category is presented within separate cards for enhanced visibility.
- The Loan Entry dashboard card, for example, the central area of the dashboard provides a summary of loan entry-related statistics in a grid format. Each metric is displayed in its own box with a label and corresponding value:
    - Total Loan Entry: 22 - The total number of loan entries recorded.
    - Total Issued: 21 - The total number of loans that have been issued.
    - Total Balance: 1 - The total balance remaining for loans.
    - Today Loan Entry: 0 - The number of loan entries recorded today.
    - Today Issued: 4 - The number of loans issued today.
    - Today Balance: 0 - The balance remaining for loans recorded today.
- This dashboard is likely used by administrators or staff members of a financial institution to get an overview of loan activities.
- The metrics provide quick insights into the overall loan processing, issuance, and balance, as well as the activities for the current day.
- The dashboard also includes graphical representations of various metrics, such as total paid, total pending, and total overdrafts, segmented by different categories (e.g., current, pending, OD).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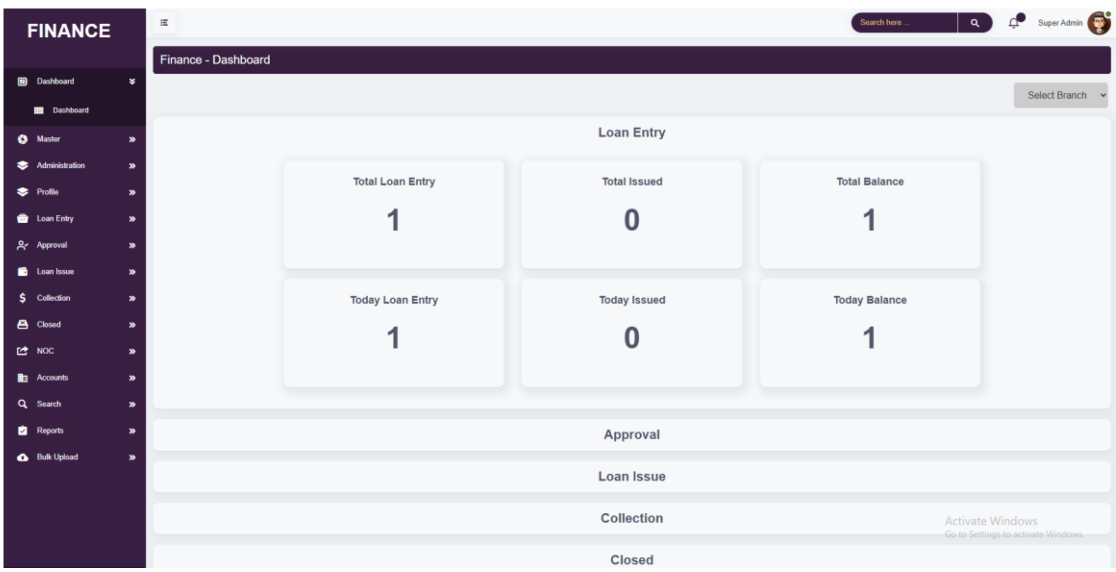
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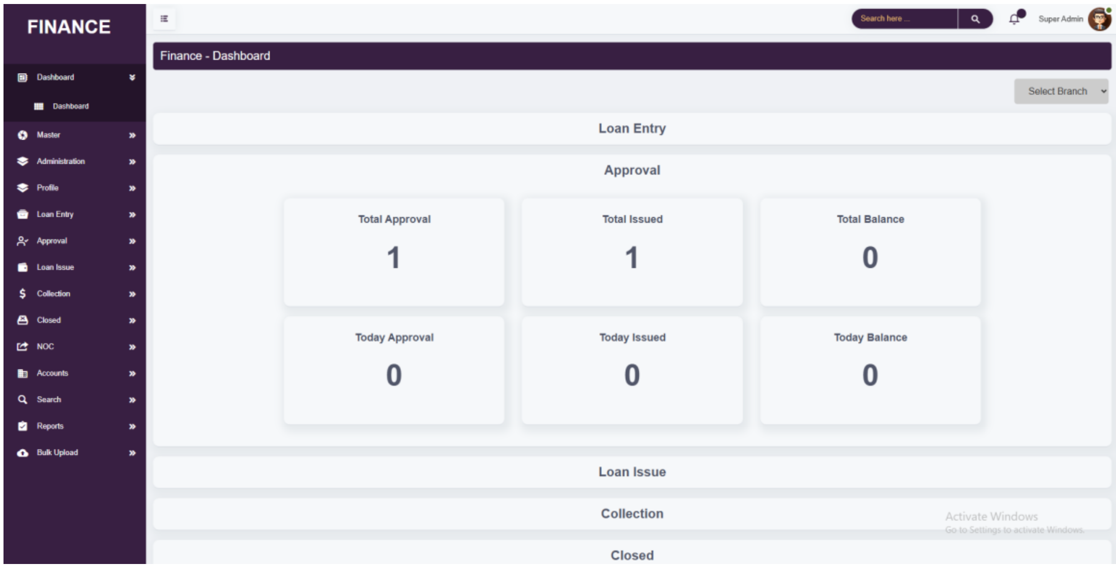
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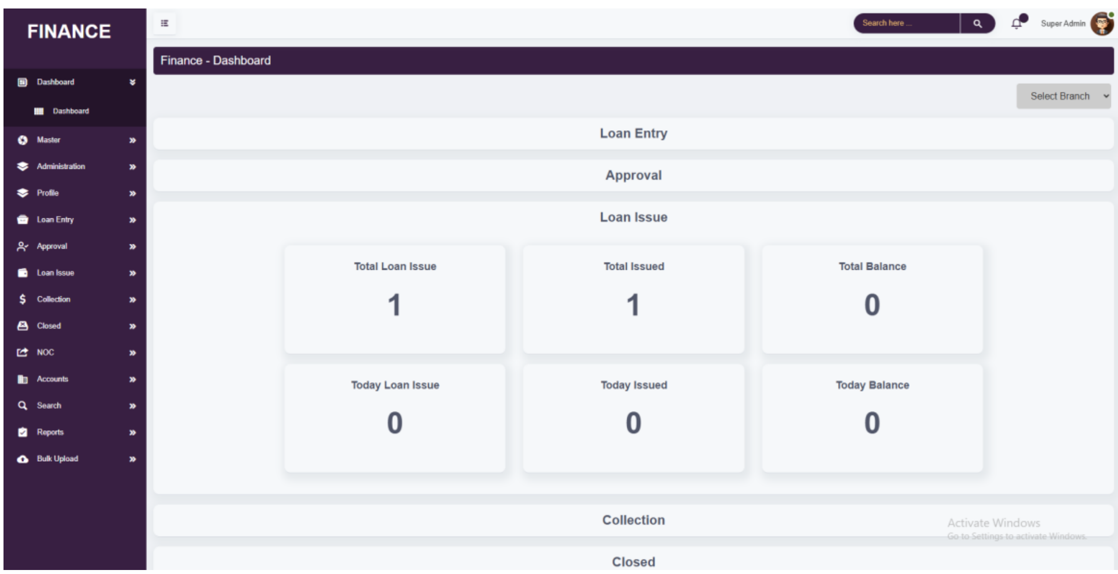
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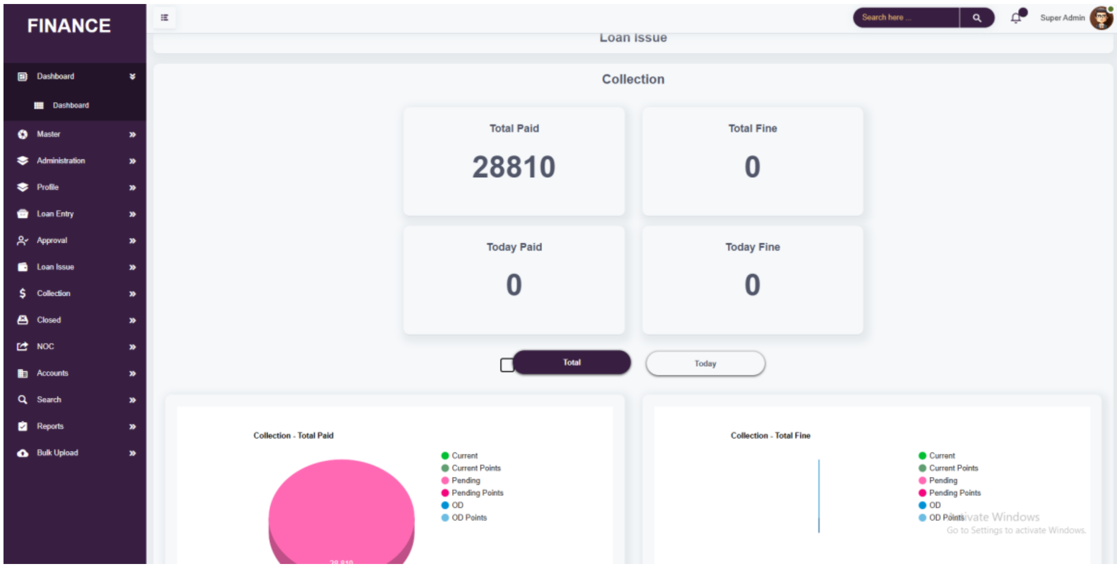
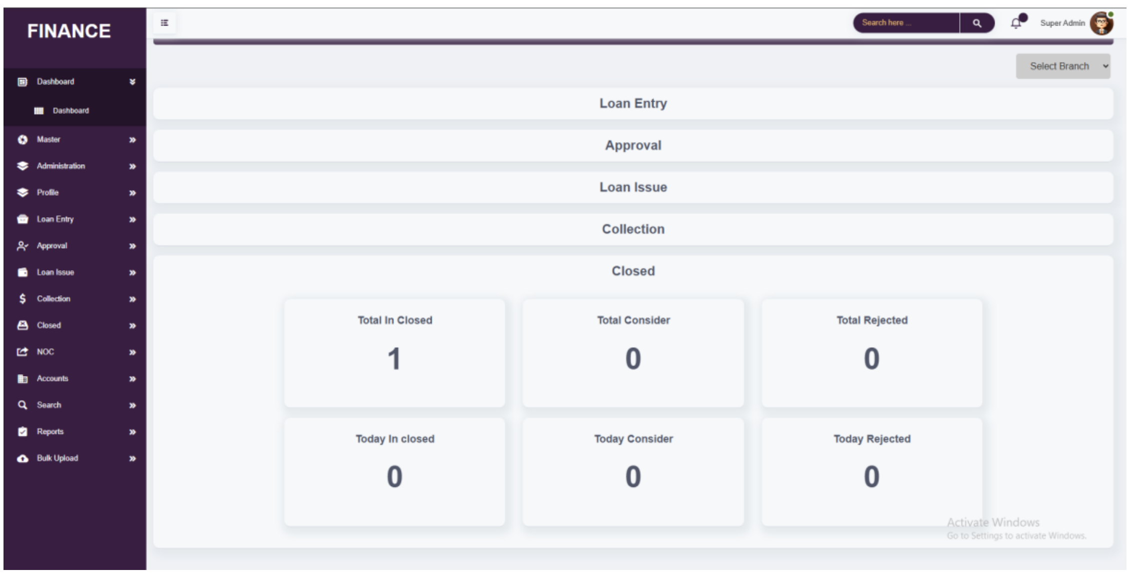




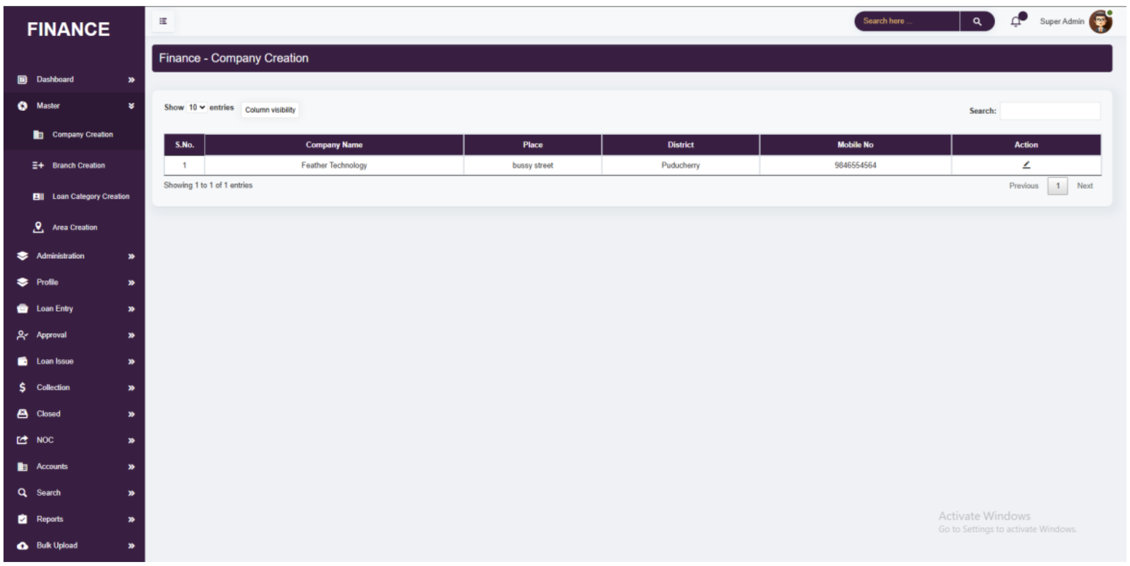
2. MASTER

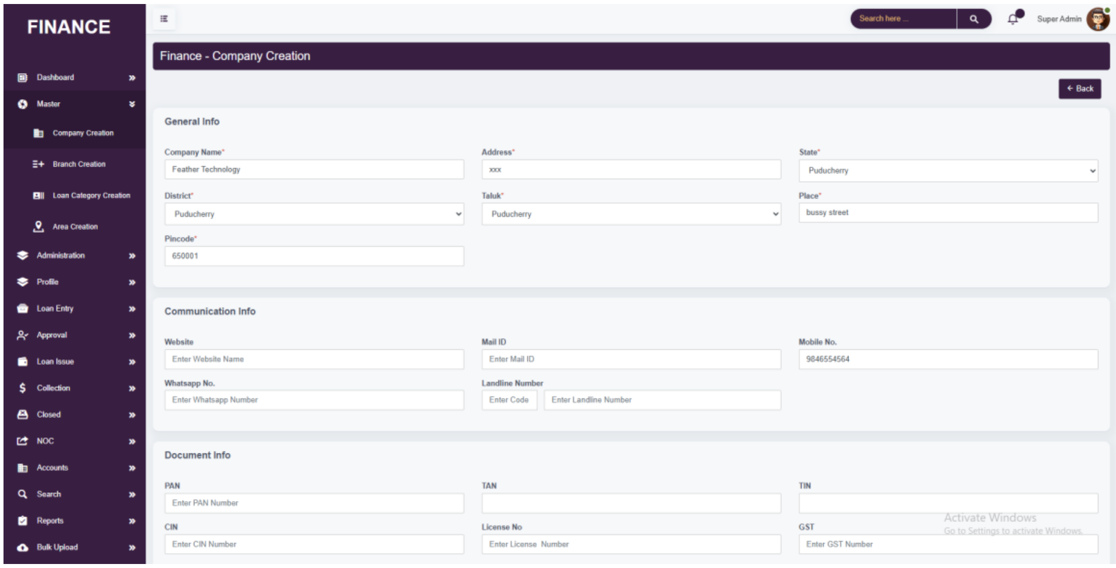
- This module has 4 Screens. **1.Company Creation, 2.Branch Creation, 3.Loan Category, 4.Area Creation.**

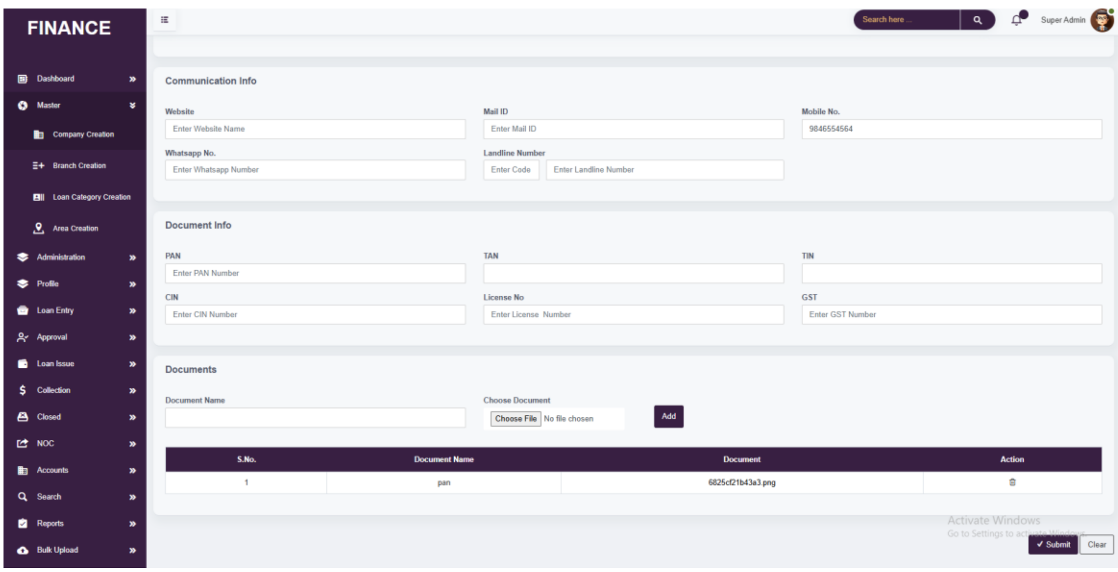
- **Company Creation:**
  - The Company Creation screen is a crucial component of the micro finance software, designed to facilitate the process of setting up and managing the primary company's profile. This screen ensures that all necessary details are

accurately captured to establish a company's identity within the system. It allows for the entry of comprehensive information, both general and communicative, about the company.

- The Company Creation screen is designed for single-company entry, ensuring that only one company profile can be created and managed through this interface. This limitation is intentional to maintain data integrity and prevent duplication within the system.

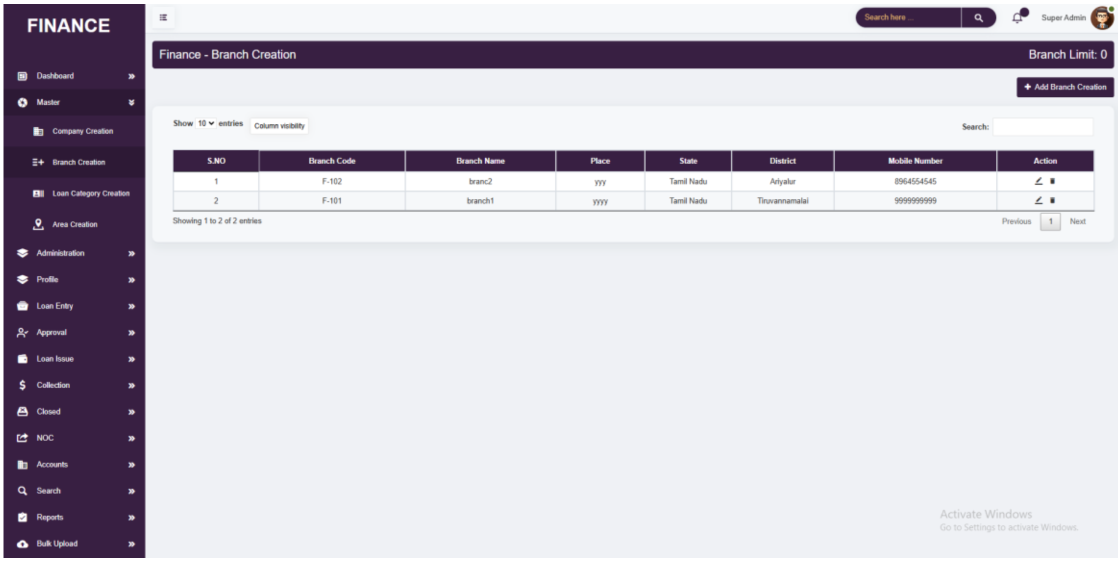


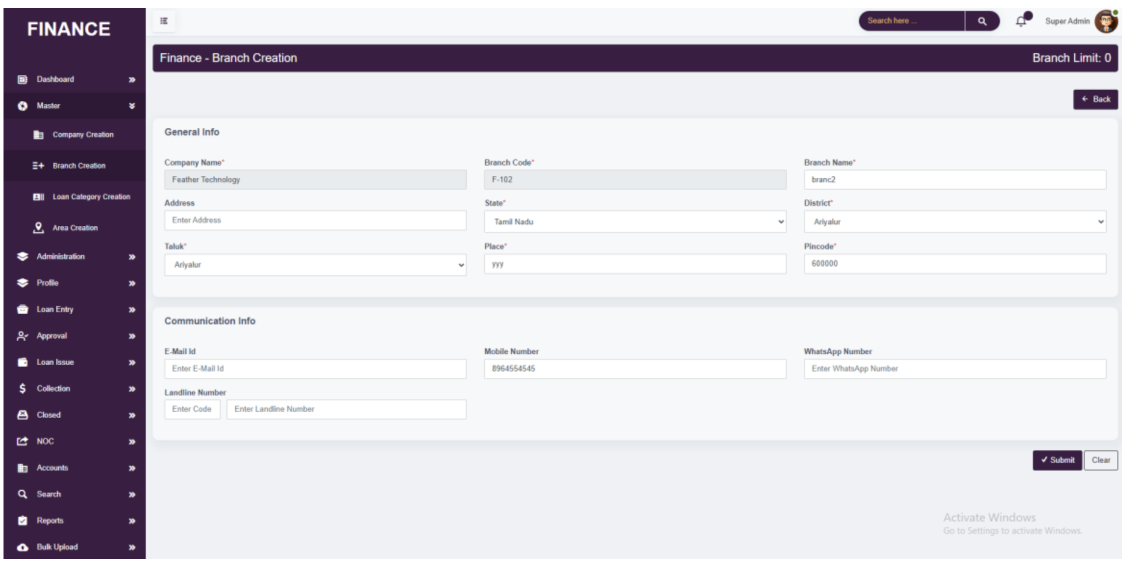




- **Branch Creation:**

  The Branch Creation screen is designed to streamline the process of adding and managing branch offices for a company. This screen ensures that detailed and accurate information about each branch is recorded, facilitating efficient administration and communication across the organization. Since only a single company can be created in the system, this screen allows for the establishment of multiple branches under that company.

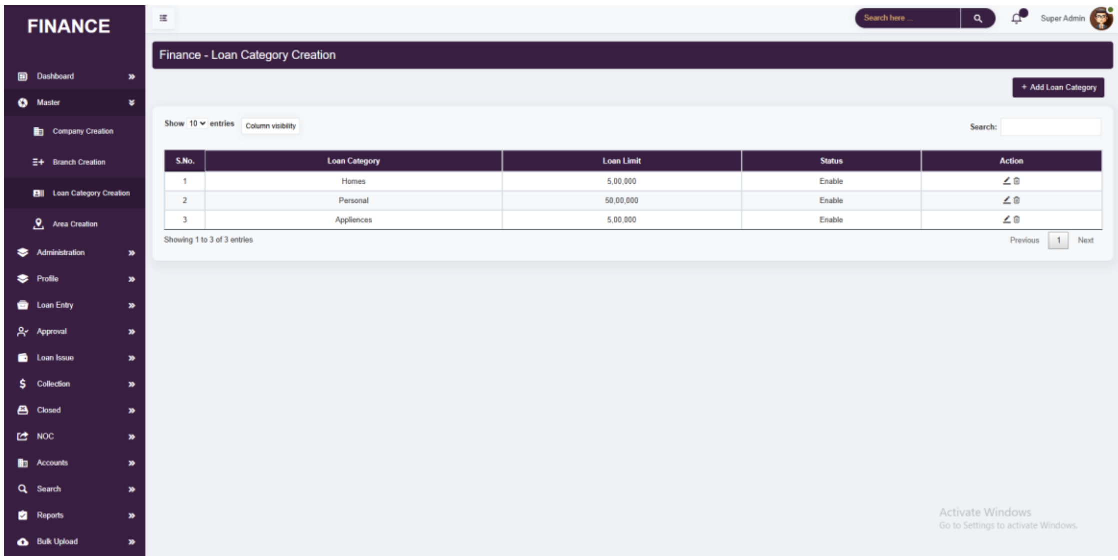


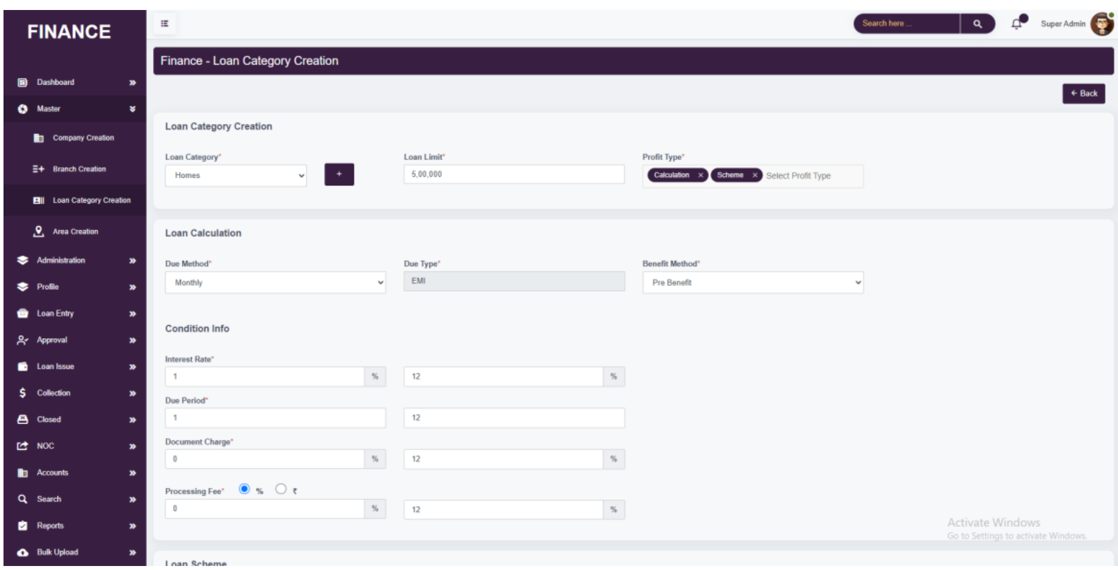


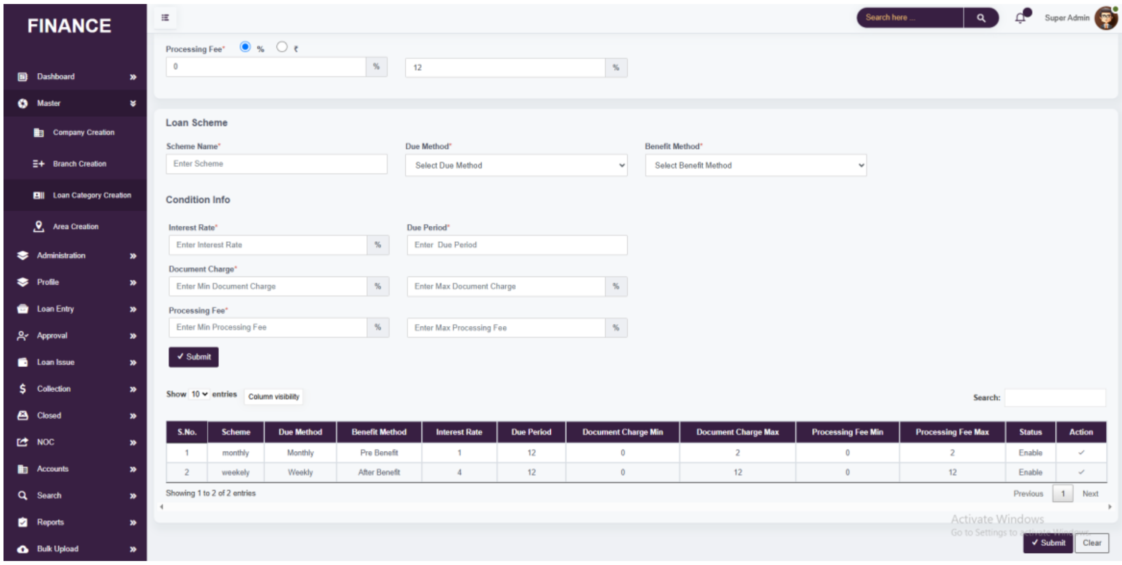
Loan Category Creation:

- The Loan Category Creation module allows administrators to define and manage different categories of loans within the finance system. Users can specify the loan category name (e.g., Home, Personal), set a maximum loan limit, and assign one or more profit types such as Calculation or Scheme. The module also enables configuration of loan calculation methods, including the due method (e.g., Monthly), due type (e.g., EMI), and benefit method (e.g., Pre Benefit). Additionally, under the condition info section, users can set the applicable interest rate, loan repayment period, document charges, and processing fees—either as a percentage or a fixed amount. This setup ensures consistency and control in loan structuring based on organizational policies

- the Loan Scheme Creation section allows defining multiple schemes under each category by specifying the scheme name, due method, benefit method, and setting minimum and maximum ranges for interest rates, document charges, and processing fees. Once submitted, the schemes are displayed in a tabular format for easy reference and editing. This structure ensures flexible and standardized setup of loan products tailored to institutional needs.

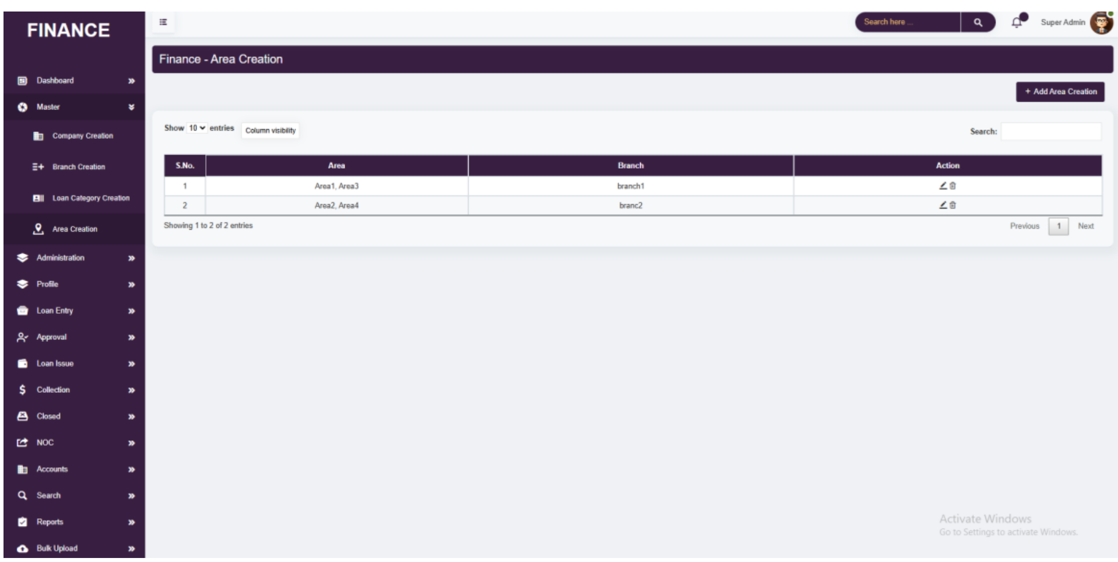




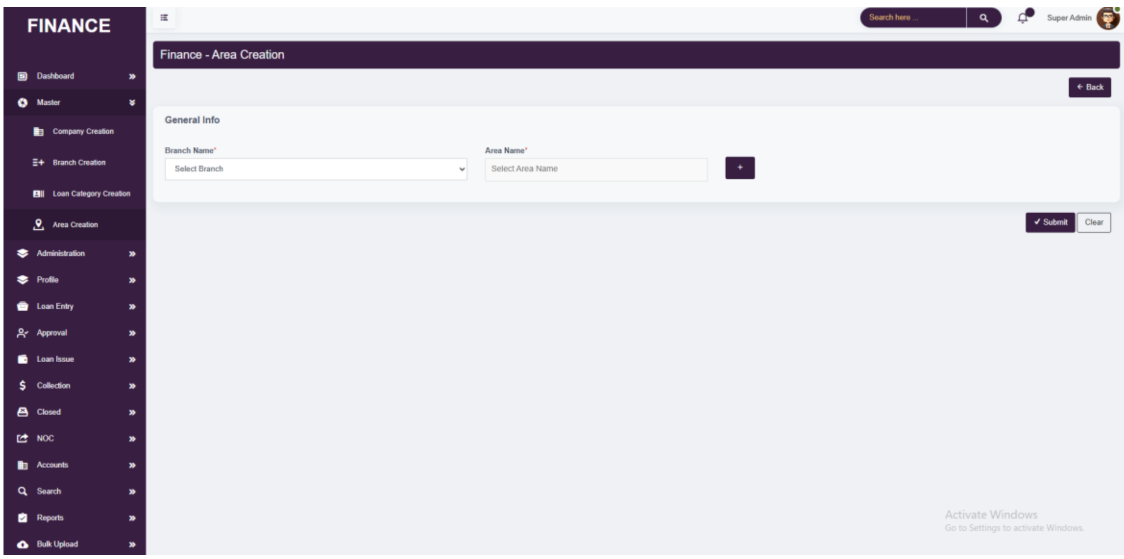


Area Creation:

- The Area Creation screen is designed to manage and organize geographical areas within a branch. This functionality helps streamline operations by allowing the definition and modification of areas, lines, and branches in a structured manner.
- The Area Creation screen supports the creation, modification, and management of areas, ensuring that customer data is accurately allocated and updated as areas are redefined.



- The Area Creation module is used to map operational areas to specific branches within the financial system. Users must select a branch name and assign an area name to it. Once an area is assigned to a branch, it becomes locked for that branch and cannot be reassigned to any other branch, ensuring area-branch uniqueness and preventing duplication. This mechanism helps maintain clear boundaries and accountability for loan distribution or collection activities within defined regions. The module includes controls for adding new areas and submitting or clearing entries, supporting easy yet structured area management.



3. ADMINISTRATION

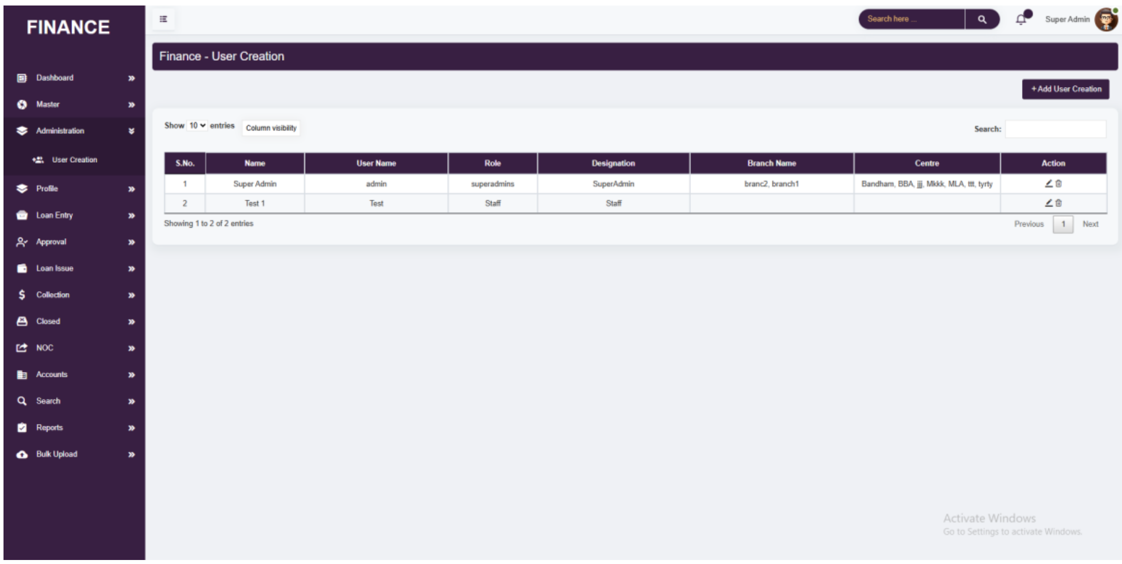
- This module have **User Creation.**

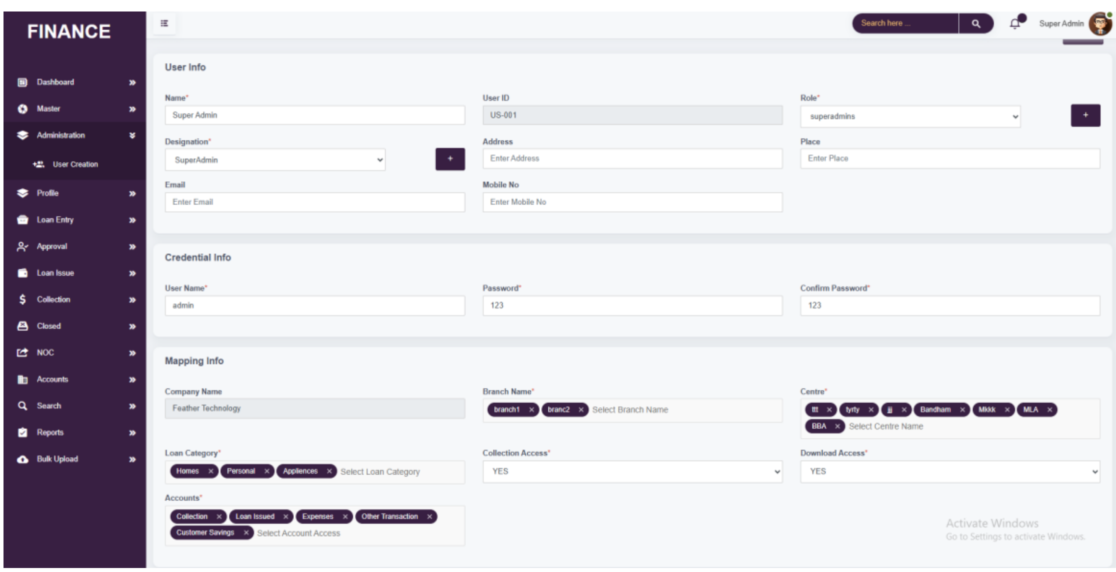
User Creation:

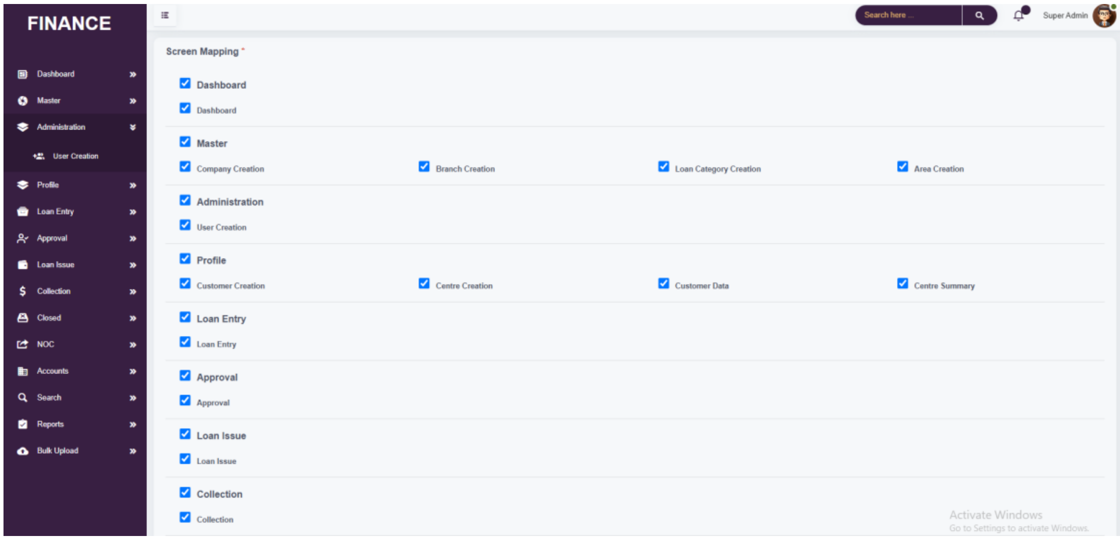
- The User Creation screen is designed to facilitate the creation and management of user accounts with specific roles and permissions within the system. This functionality ensures controlled access and efficient management of various operational tasks and data.
- Each will have User ID and password, by those credentials they only get access to their workflow. And each will have access for providing loan for those particulars.

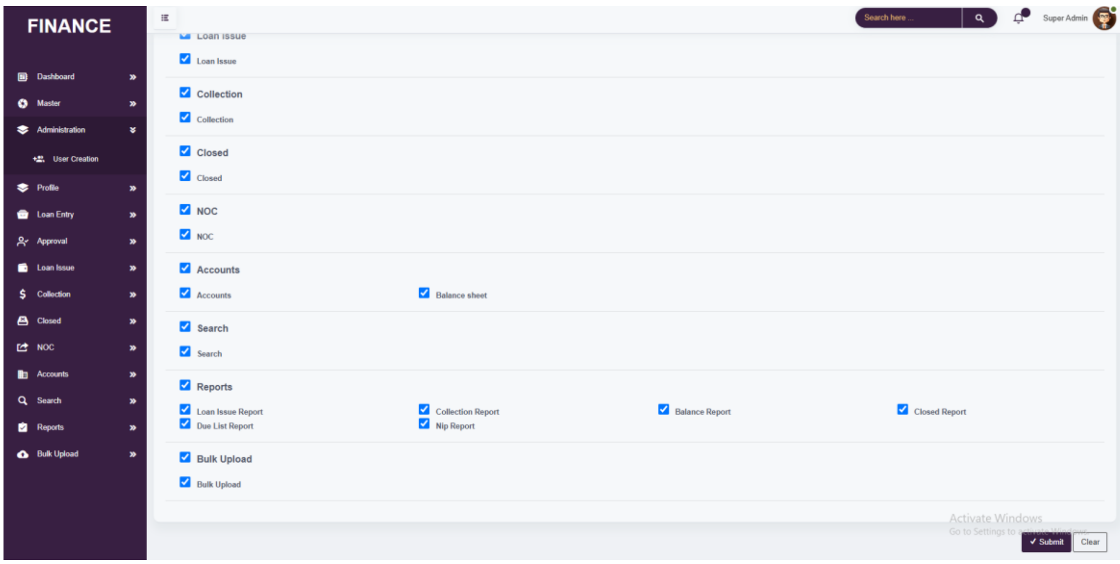
- It provides users with checkbox options to grant access permissions to various modules and functionalities within the finance software.
- It allows users to create, edit, and delete user accounts, defining their roles and permissions based on organizational requirements.

In Collection Access select box to grant or deny access to waiver details in the collection screen. If "Yes" is selected, the user can access waiver details.

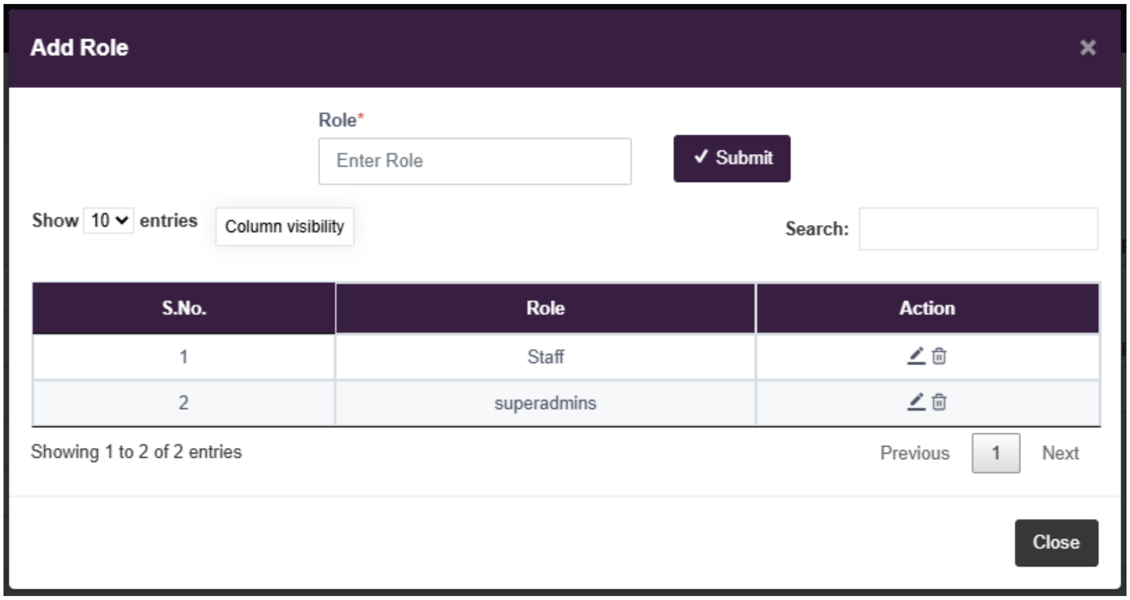




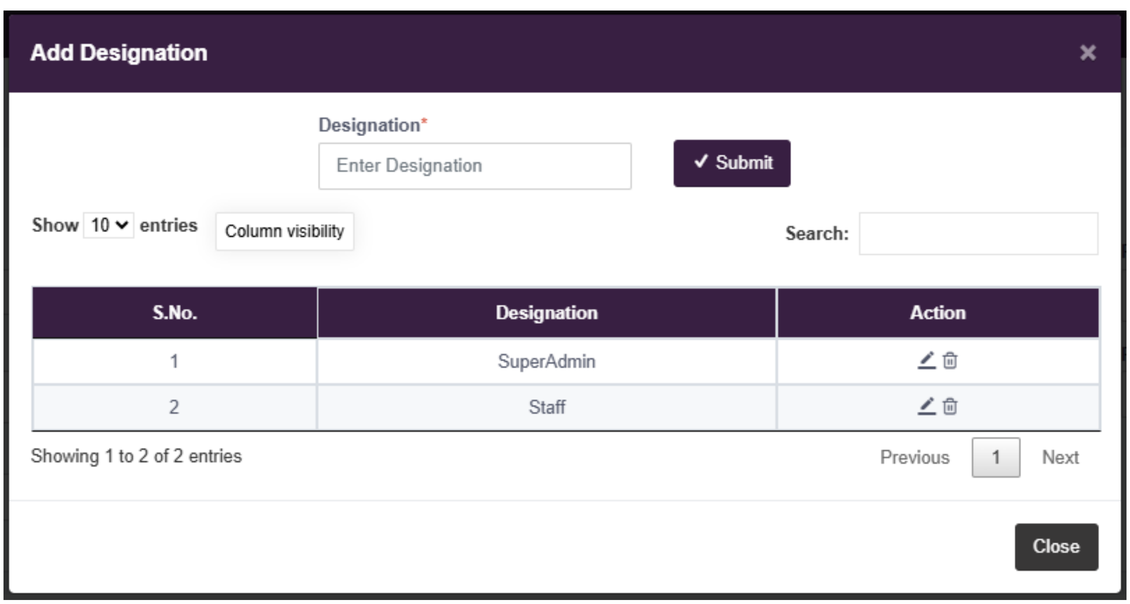




The Add Role modal is a essential component of the User Creation screen within the finance software, designed to facilitate the management and assignment of user roles. It enhances the functionality of the User Creation screen by enabling administrators to define, manage, and assign roles effectively.



The Add Designation modal is an essential feature of the User Creation screen within the finance software. It facilitates the addition and management of specific job titles or roles (designations) that users can be assigned to within the system.

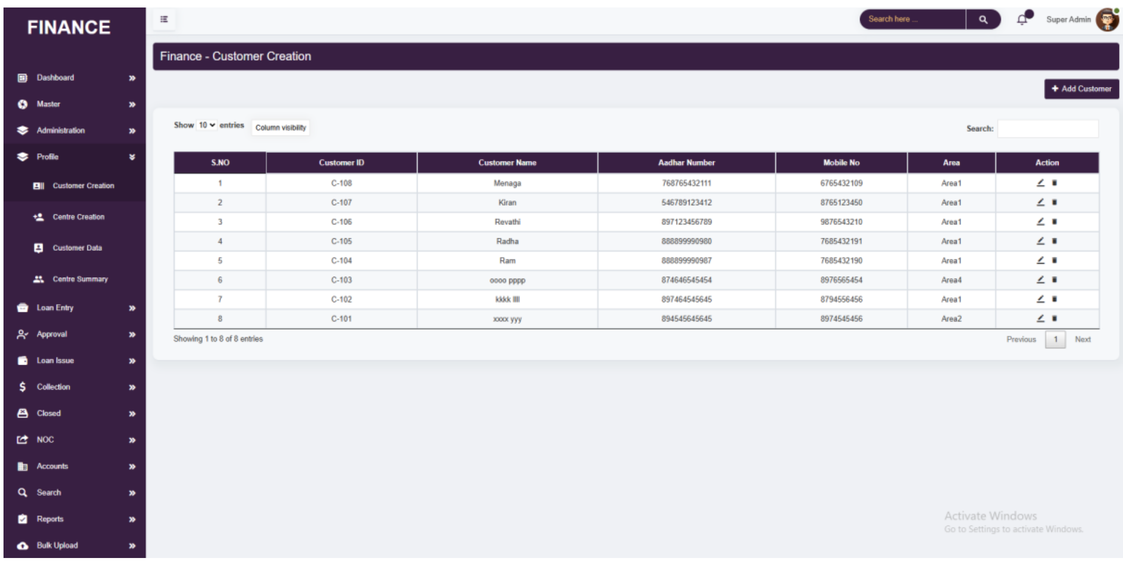


3. PROFILE

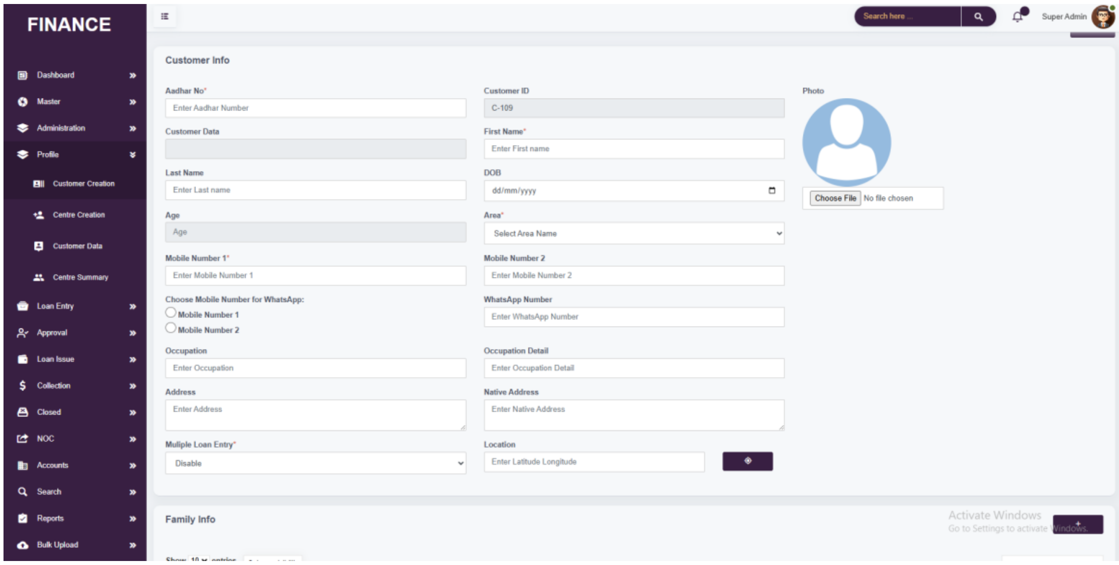
This module has 4 Screens. **1. Customer Creation, 2.Centre Creation, 3.Customer Data , 4.Centre Summary .**

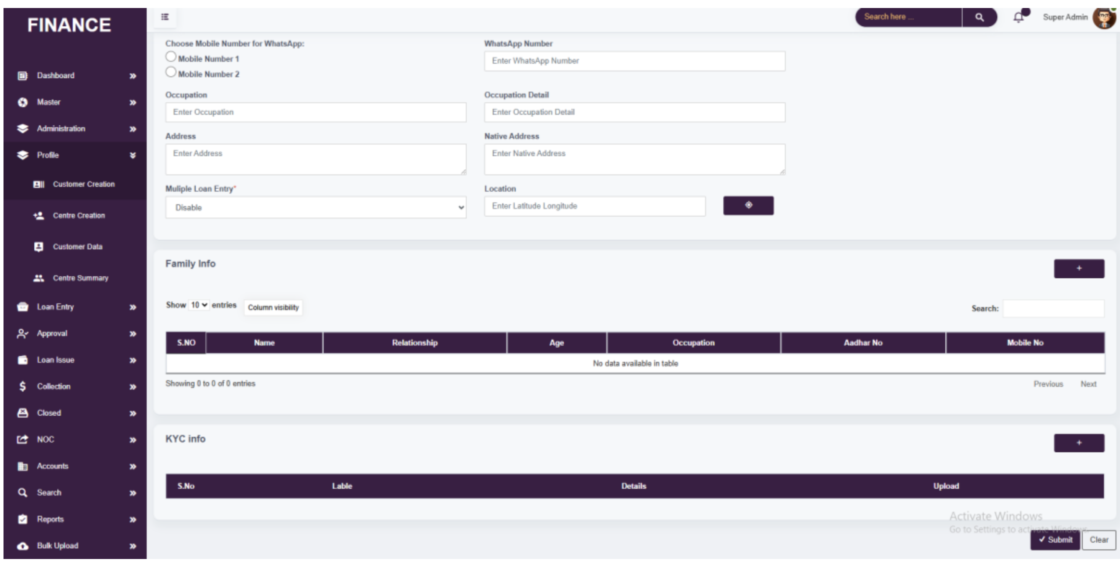
- ## Customer Creation:

The Customer Creation module is designed to capture and manage complete customer profiles for loan processing. It includes fields for entering key personal details such as Aadhaar number, first and last name, date of birth, age, area, mobile numbers, WhatsApp number, occupation, and addresses (current and native). A profile photo can also be uploaded. Users can select which mobile number is to be used for WhatsApp communication. Additional fields include location coordinates (latitude and longitude) and an option to enable or disable multiple loan entries per customer.



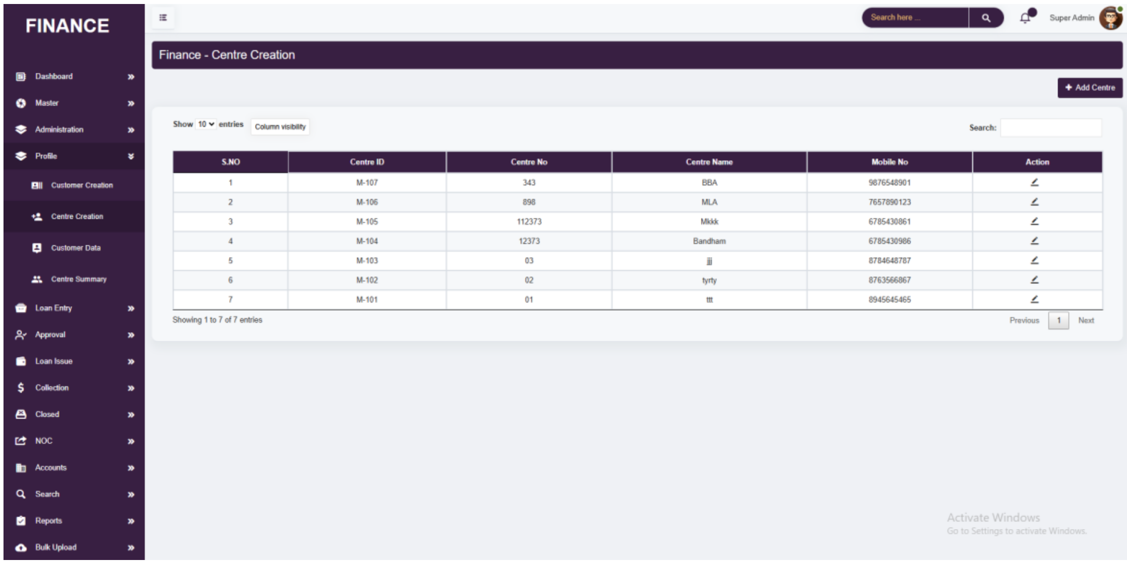
The module also accommodates Family Info, allowing the user to add family members' details including name, relationship, age, occupation, Aadhaar number, and mobile number. Furthermore, a KYC Info section supports uploading documents necessary for identity and address verification. This structured format ensures efficient and comprehensive data capture, essential for customer verification, credit assessment, and record management.

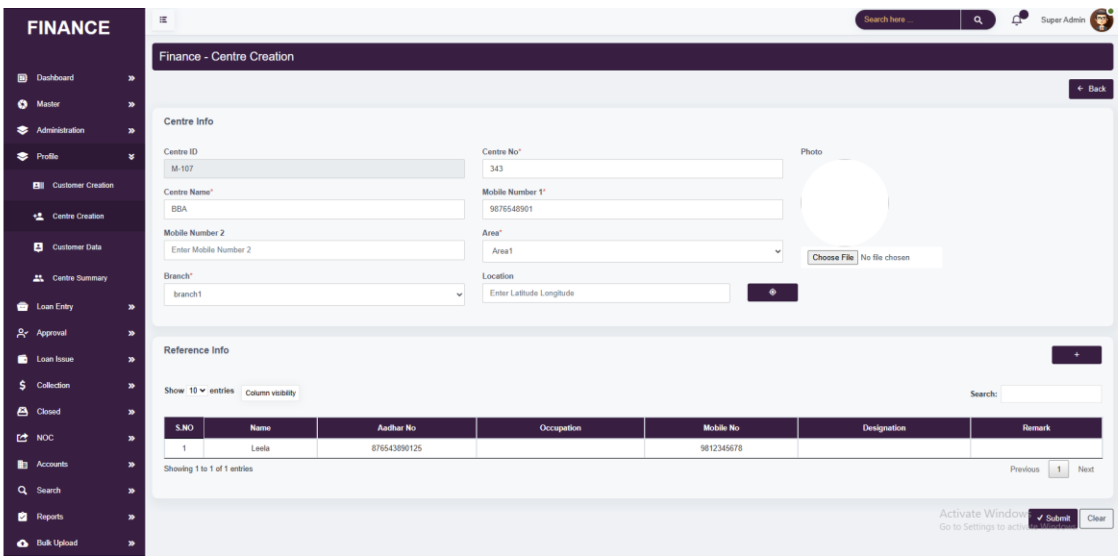




- **Centre Creation:**

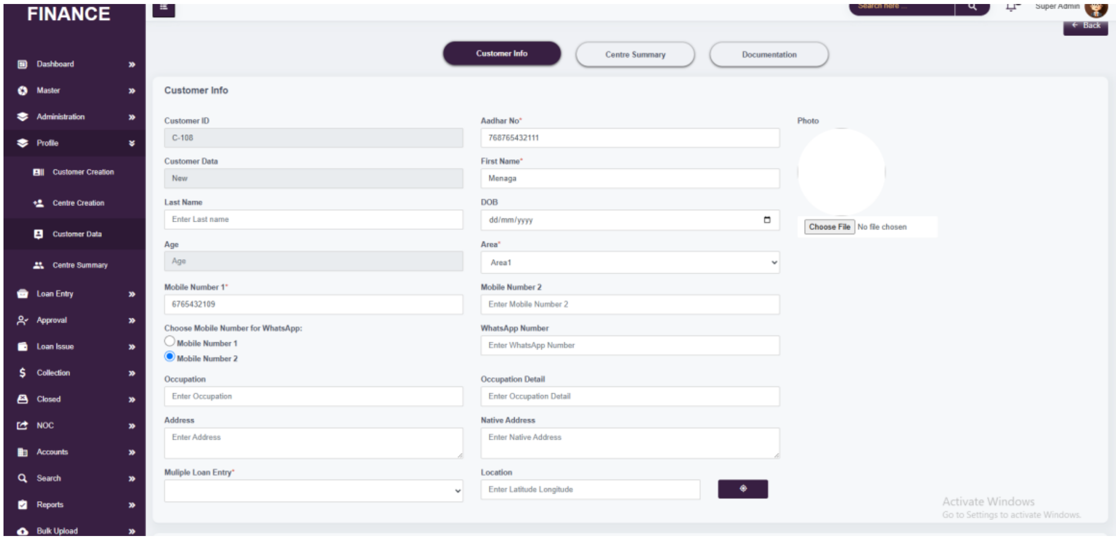
- The Centre Creation page is used to add and manage centres under specific branches. It includes fields like Centre ID, Centre Name, Centre Number, Mobile Numbers, Branch, Area, and Location (latitude & longitude). Users can also upload a photo for the centre. Below, the Reference Info section lets you add details of a reference person such as Name, Aadhaar Number, Occupation, Mobile Number, Designation, and Remarks. This helps in organizing and tracking centre-level information efficiently.

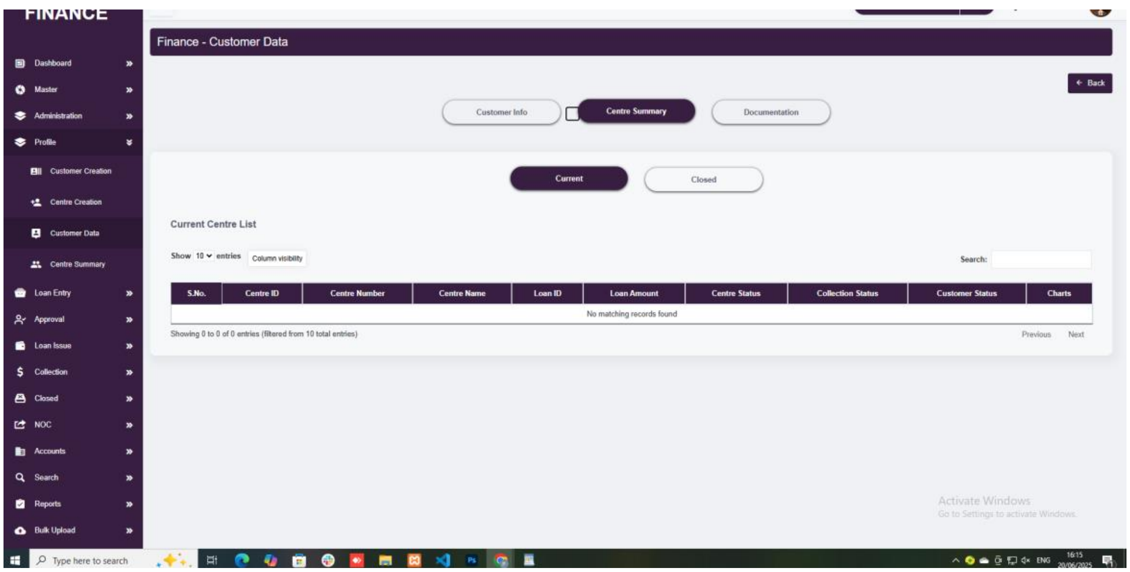


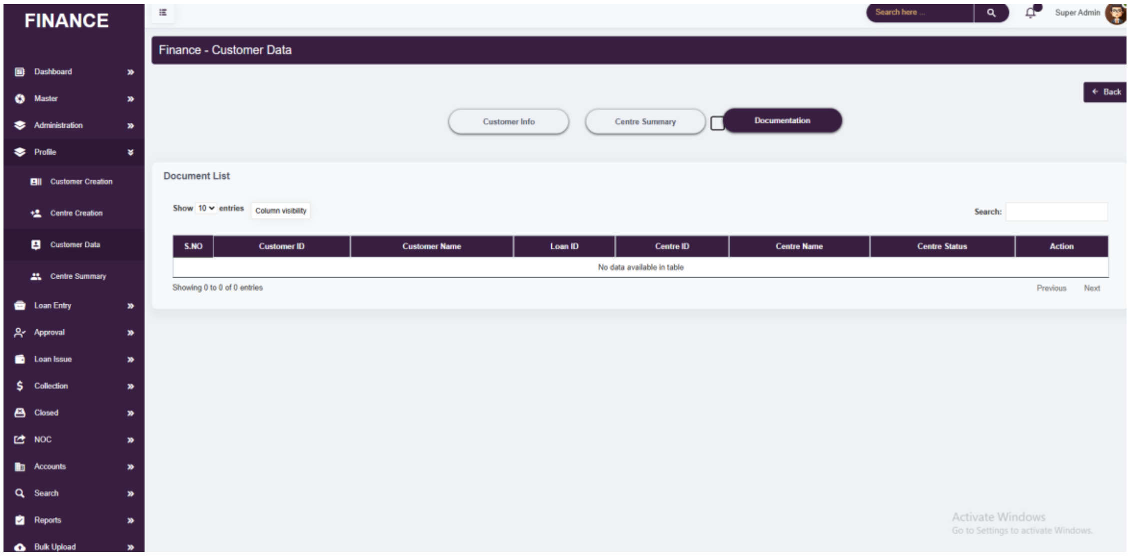


- **Customer Data:**
- The Customer Data screen is used to view and update detailed customer information.
- Customer Info: Displays the detailed personal information of the customer, such as name, contact details, address, and other profile-related fields. This tab is active by default.
- Centre Summary: Shows the summary of the centre to which the customer is linked. It includes branch, area, and centre-level data related to the customer.

- Documentation: Provides access to view and manage customer-related documents, such as KYC files, ID proofs, or any uploaded attachments.

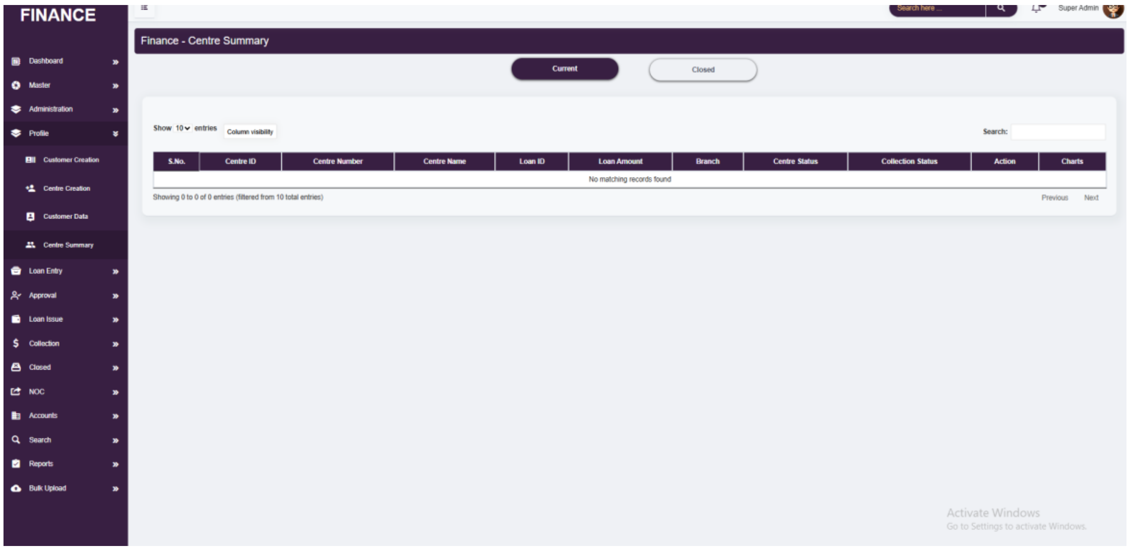






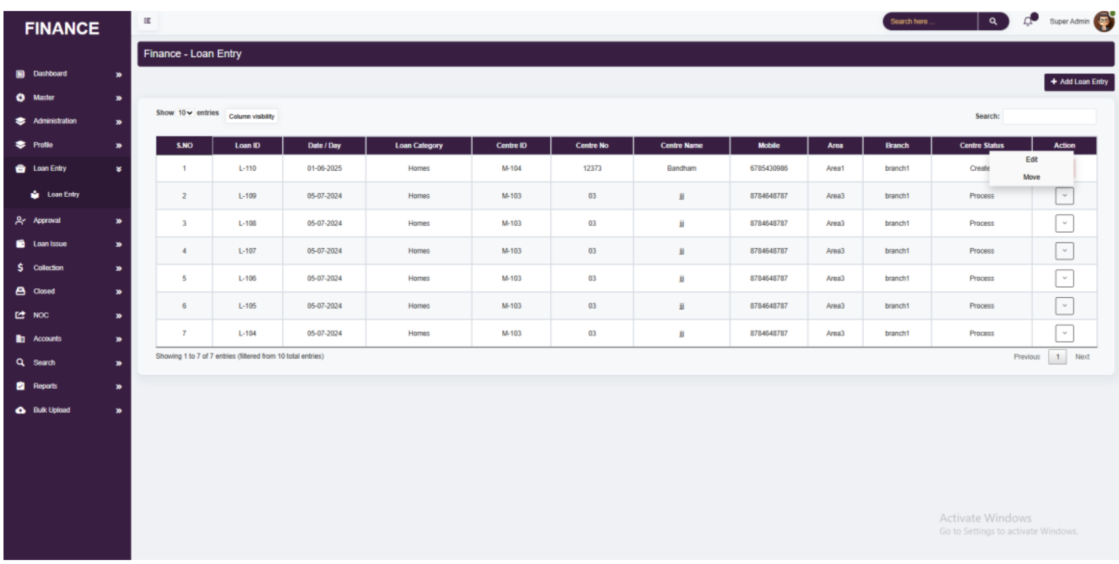
- **Centre Summary:**

- The Centre Summary section provides a list of all the centres associated with a customer, categorized under two tabs:
- Current: Displays all active or ongoing loan centres linked to the customer. It shows important details like Centre ID, Centre Number, Centre Name, Loan ID, Loan Amount, Branch, Centre Status, Collection Status, and allows actions or viewing charts if available.
- Closed: Shows centres that have been closed or completed. This helps track loan history and past associations of the customer with specific centres.

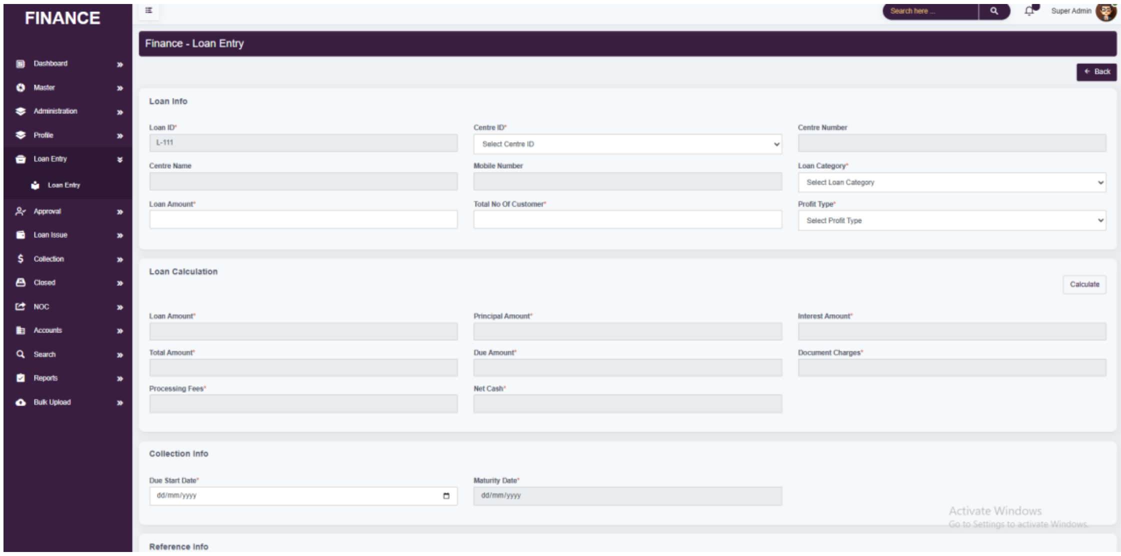


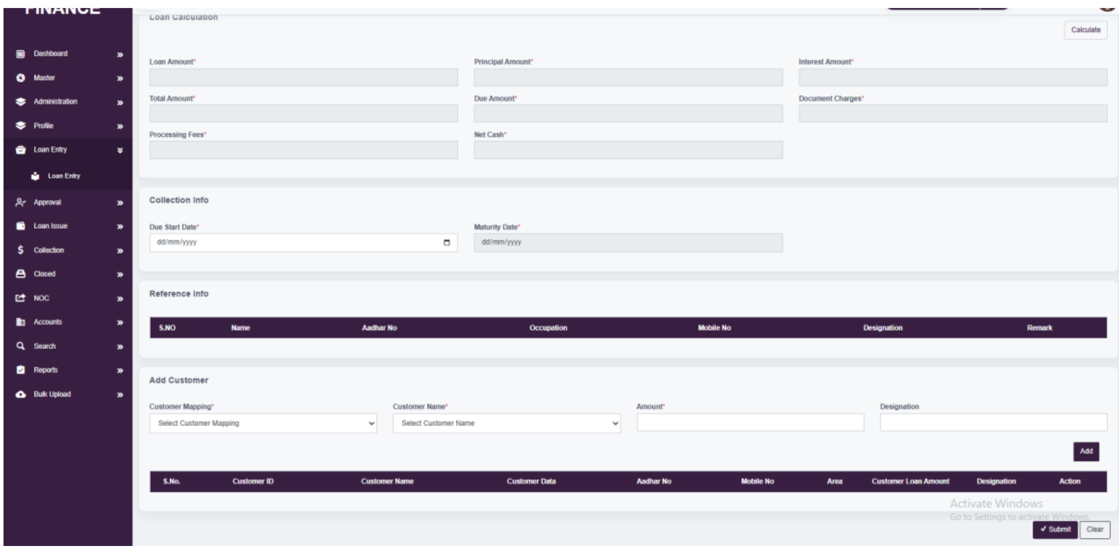
5 . Loan Entry :

- In the loan entry list view shows the previous loan entry customer details with the action buttons. In the action buttton we have two option edit and move . When we click edit we can able to edit the loan details and loan calculation details also. In move it will send the loan to the next step of approval.



- When we click the ADD LOAN ENTRY , it will need to enter the basic details of loan like loan category , centre id , loan amount , profit type .
- After enter that we fill map the customer for that loan , once loan mapping is completed we will click to submit the details .
- once submit , it will redirect to the loan entry list page in that list we have the action button for the edit and move to the approval button.

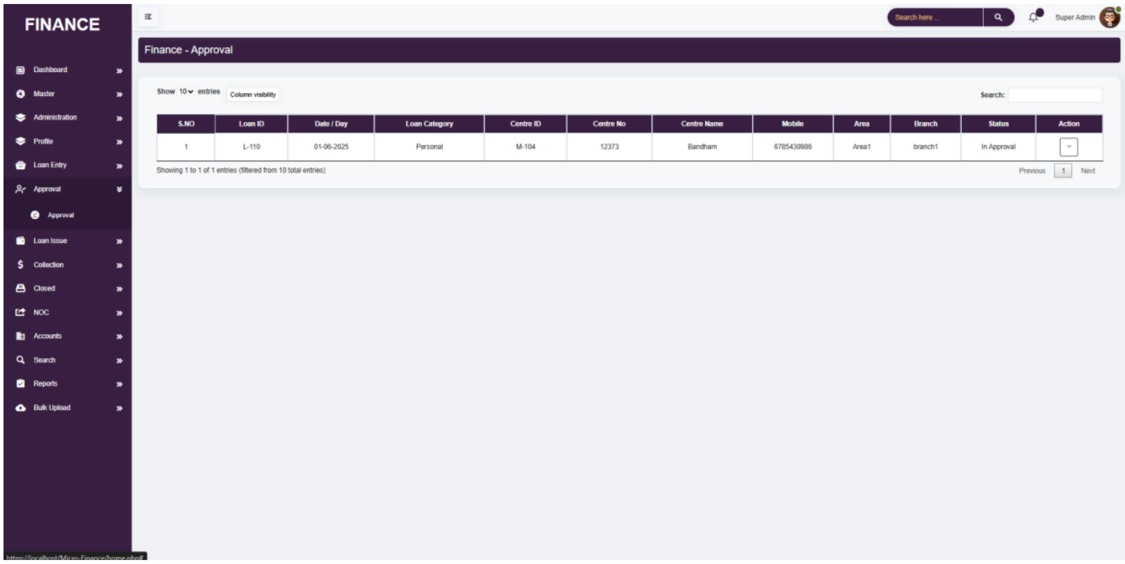


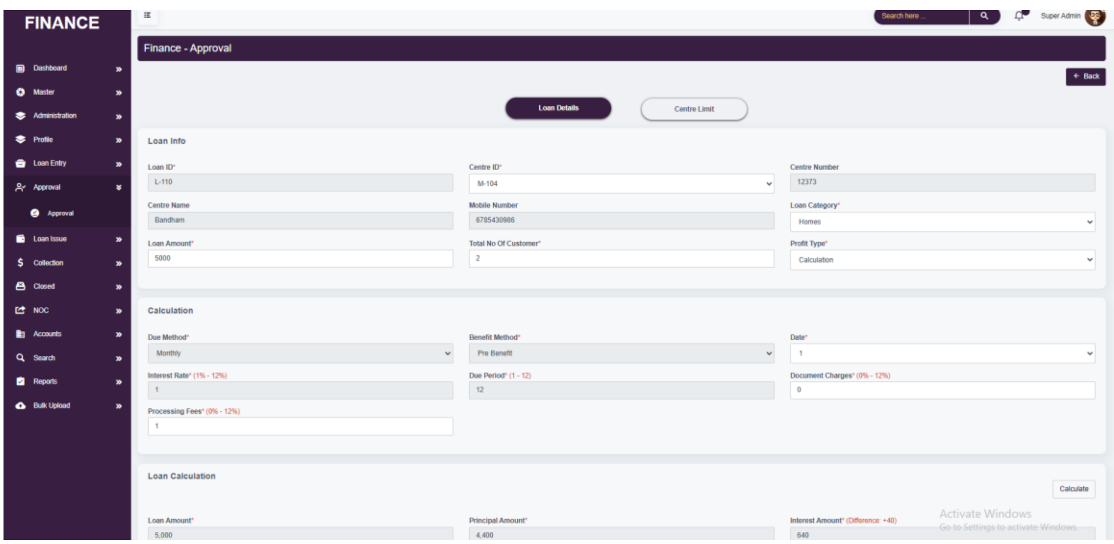


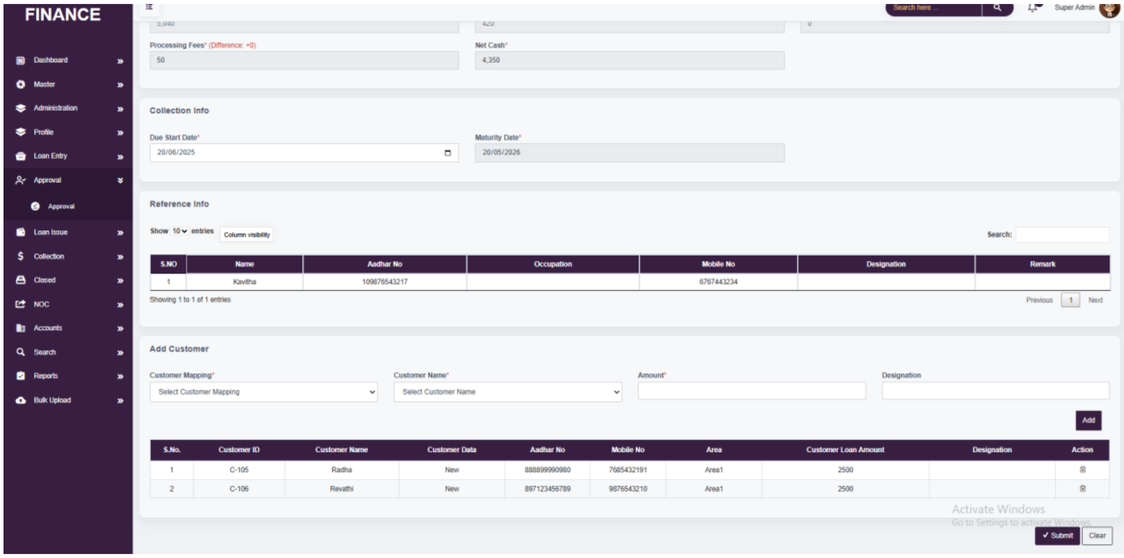
6 . Approval:

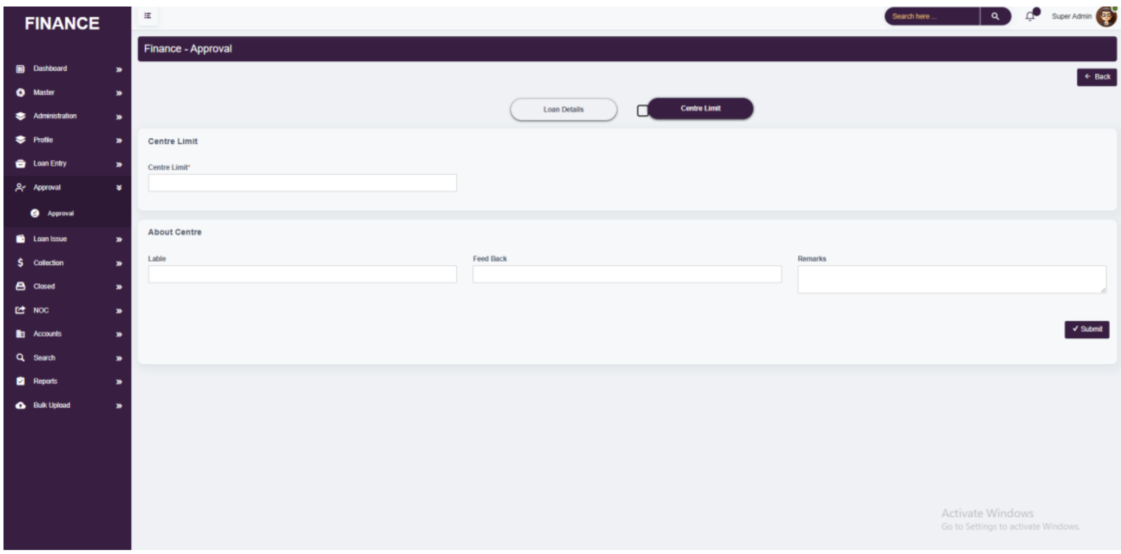
- In the approval menu first it will show the list view , the moved loans from the loan entry are shown here .
- In the action button we have the four option (EDIT , APPROVE , CANCEL , REVOKE)
- When we click the edit , it will show two option on the top (Loan Details and Centre Limit)
- In the loan details we able to edit the loan detaile , once edit we must click the submit button to get the update .

- In the centre limit , we have to fix the particular amount as the centre Limit , we will not give the loan amount above that amount . In the centre limit it also have the Lable , Feed Back , Remarks to give some details.





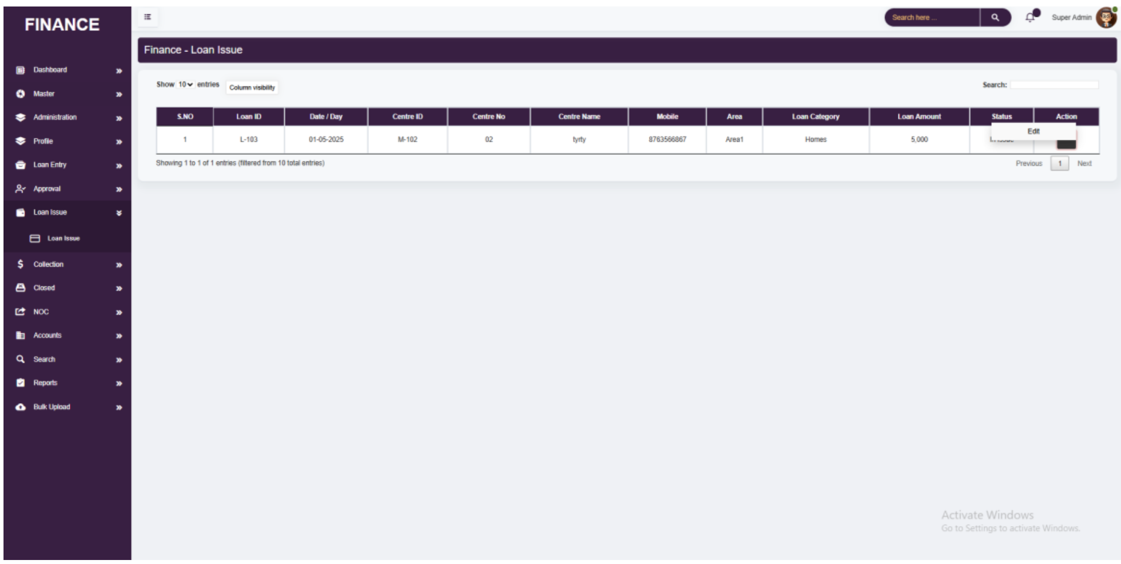


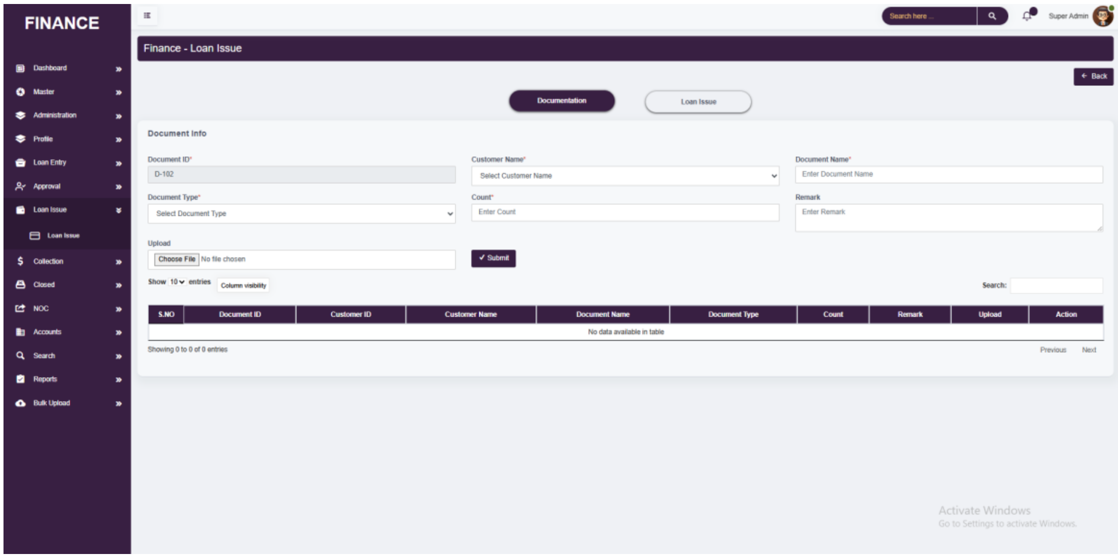


- When we click the Approval it will check the loan amount and also the centre limt , it will show the alert message when the centre limit is not set and also the loan amount is grater than the centre limit .
- when it shows the error we need to modify the centre limit or the loan details.
- Choosing "**Cancel**" retains the customer's application in the approval list and Selecting "**Revoke**" remove the customer's application from the approval list, indicating a definitive decision to withdraw approval or discontinue processing.

7. LOAN ISSUE

- The Loan Issue screen is designed for managing and processing loan issuances. It facilitates comprehensive management of documentation, approvals, and disbursement details associated with loan transactions.
- It facilitates the process of disbursing loans to approved applicants based on predefined criteria and compliance checks.
- It centralizes the storage and management of essential loan-related documents, ensuring completeness and accuracy before issuance. While document uploads are not mandatory, users can update these documents when editing the loan entry later.
- It tracks the issuance of loans, including details such as amounts, dates, payment modes, and relevant parties involved in the transaction and Captures crucial details such as issue amount, payment modes, maturity dates, and endorsement information related to loan issuance.

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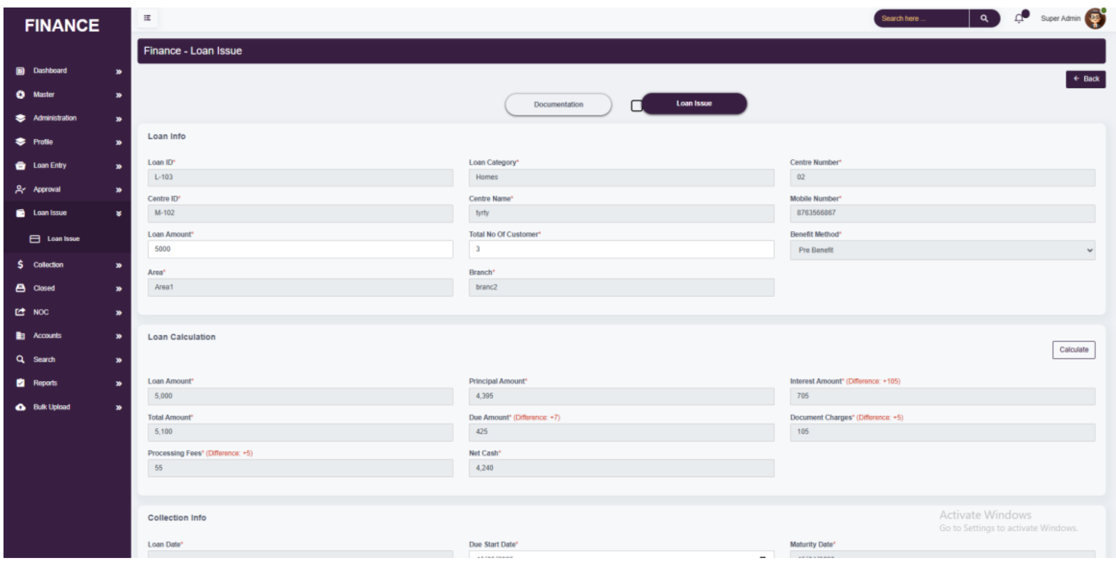
FINANCE
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Bulk Upload
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Super Admin
Finance - Loan Issue
Back
Documentation
Loan Issue
Loan Info
Loan ID*
L-103
Loan Category*
Homes
Centre Number*
02
Centre ID*
M-102
Centre Name*
tyrty
Mobile Number*
8763566867
Loan Amount*
5000
Total No Of Customer*
3
Benefit Method*
Pre Benefit
Area*
Area1
Branch*
branc2
Loan Calculation
Calculate
Loan Amount*
5,000
Principal Amount*
4,395
Interest Amount* (Difference: +105)
705
Total Amount*
5,100
Due Amount* (Difference: +7)
425
Document Charges* (Difference: +5)
105
Processing Fees* (Difference: +5)
55
Net Cash*
4,240
Collection Info
Loan Date*
Due Start Date*
Maturity Date*
Activate Windows
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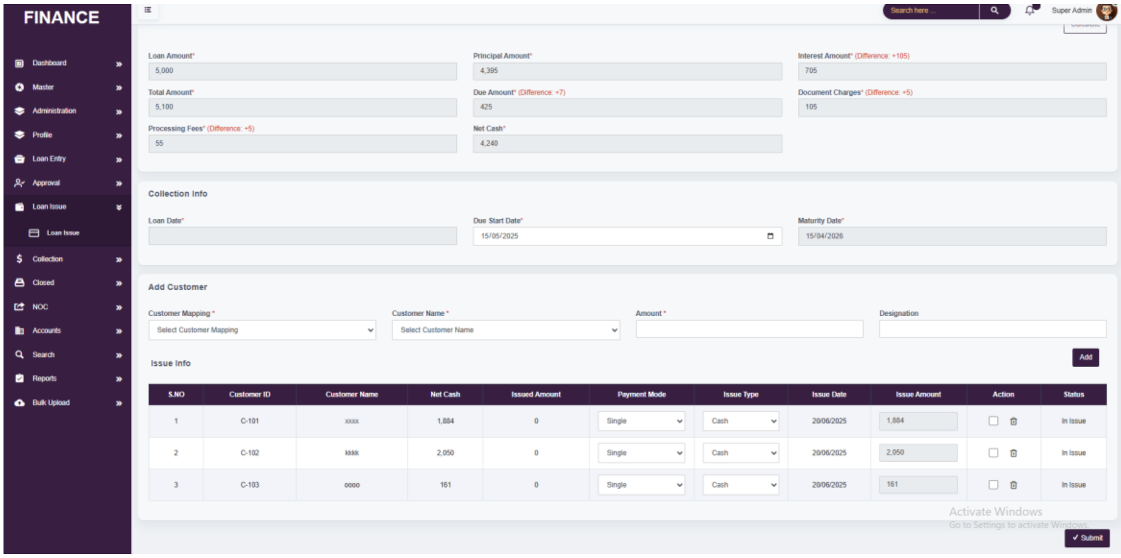
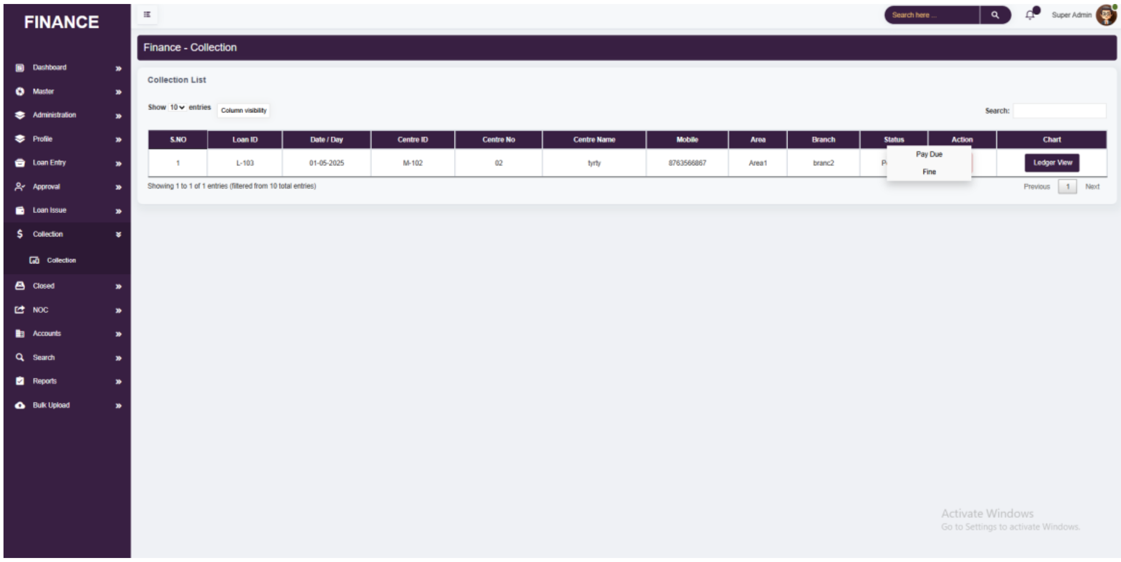
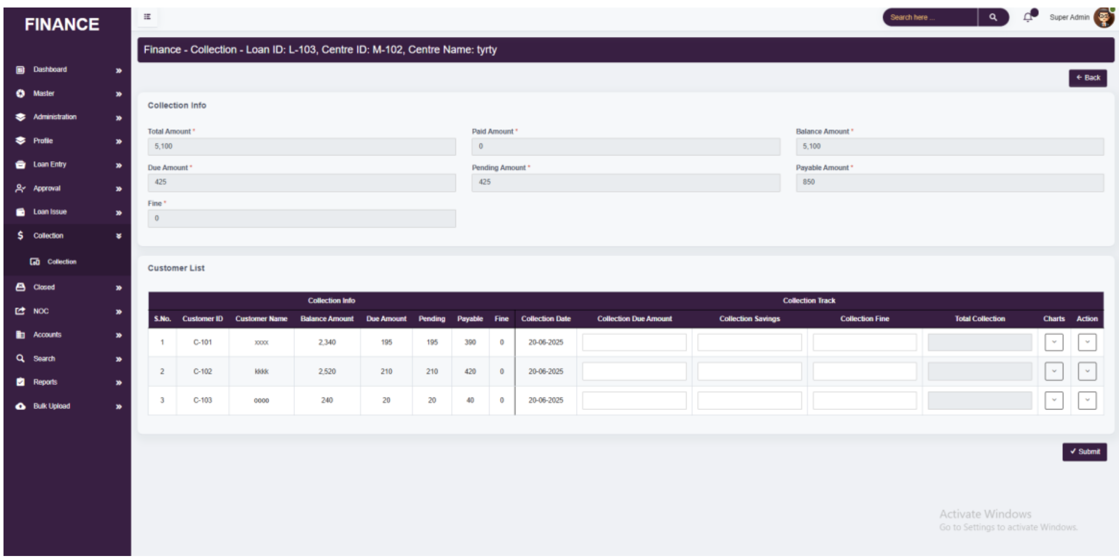


8. Collection

- In the collection , it will show the loan details with the action button of pay due and fine . In the same list wehave the leger view , it will shoy the payment in the leger view type.
- when we click the Pay Due , it will show the laon details and also the customer details.
- we will just enter the collection amount in the collection amount colum , if any fine against that customer we will collect that fine and enter the amount in the collection fine column
- In the same list we have the column input of collection savings , In that savings we will enter the customer savings amount .
- In that same list we have the Chart with drop down in that we can able to seet the savings chart and also the due chart .
- If any customer is missing or any proble we won't to collect the collection amount for some time . we want to mention that customer to error . In the same list we have the action in that action we have move to error . When we click that move to error that customer moved as error.
- Once all the collection amount is enter , we will subit the collection to click the subit button.
- Once no balance amount for that loan means that loan automatically moved to the closed

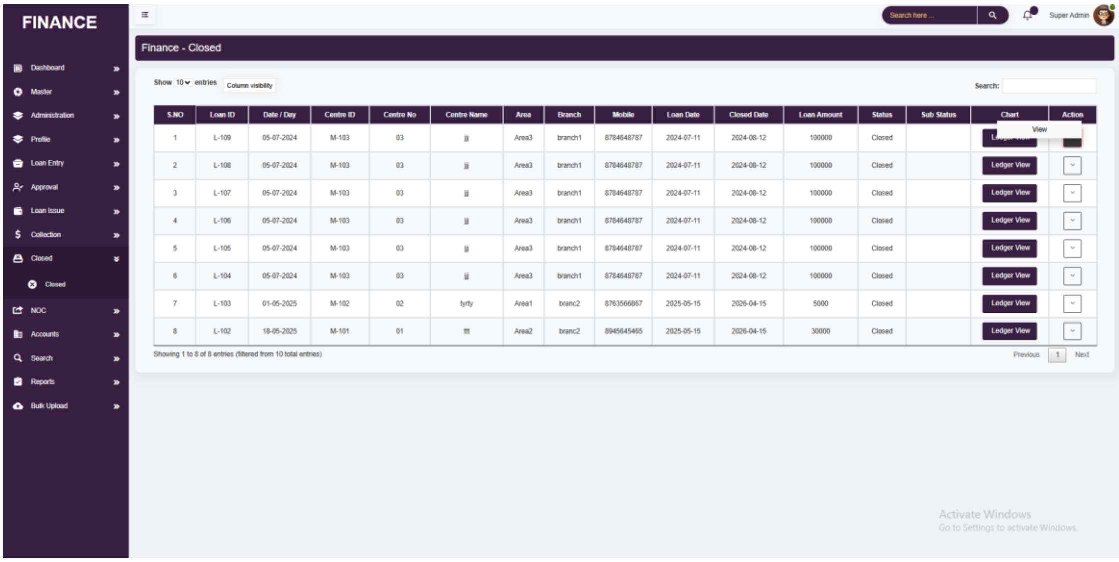


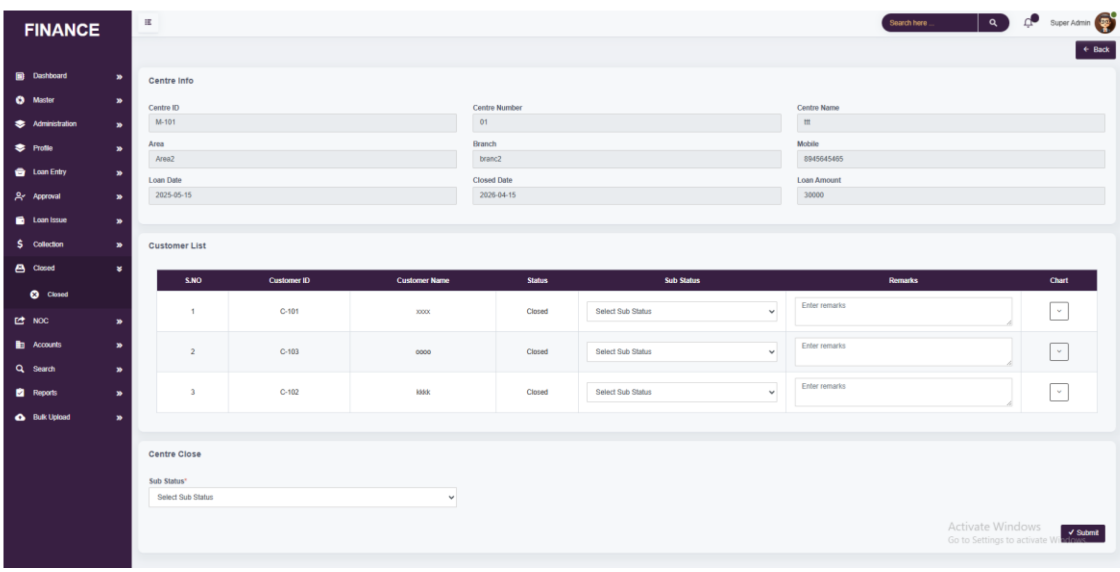


9. Closed

- In the closed , first it will show the details of the closed loan list once the balance is zero and moved from the collection .
- In the List we have the action Column with the view button , When we click the view button it will show the centre information and also the customer list . In that customer list we have the customer details colum and also the the input to enter the customer substatus .

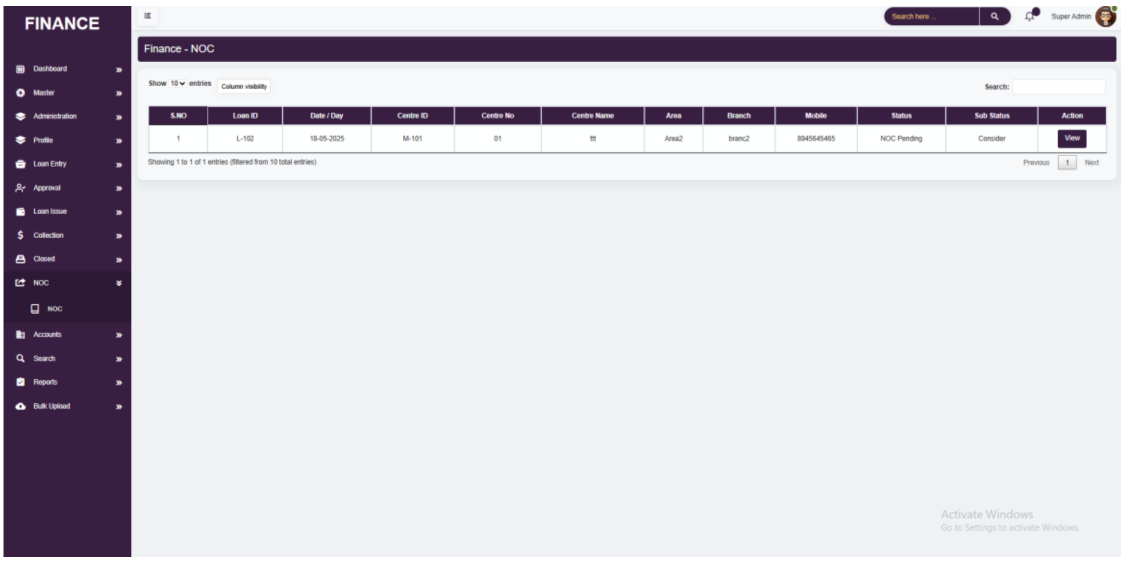
- In the customer substatus we able to chose the sub status for the customer like consider and Rejected . when we click the consider it meeans we can able to give the next loan for that customer . when we click the rejected means we will wait to give the next loan to that customer.
- once customer substatus is give we have another input to give the substatus for the centre also . Same like that condide and rejected in the customer sub status.we can give loan again for that centre means we will give conside otherwise rejected

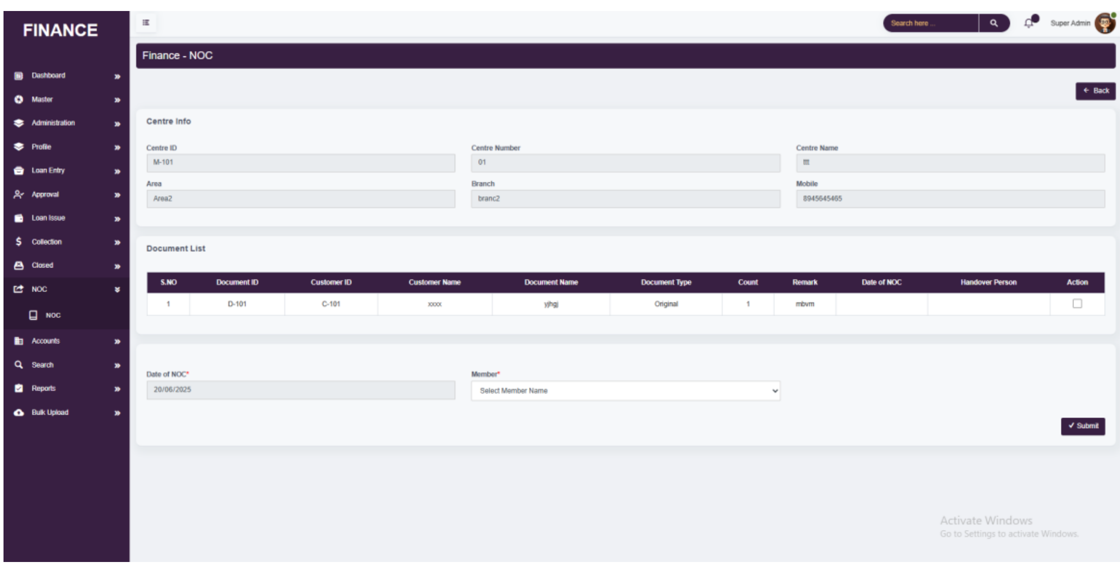




10. NOC

- In the noc menu , first it will show the loan details list that moved from the closed to noc loans . In that list we have the view button , When we click that view button
- It will show the documentation list that are collected from the customer. This screen helpos to return that document to that person. it will show the date and the handover personname also.
- Once the noc is completed . it will back to the list view with the move option inthe action button, Once move that centre removes from the noc .





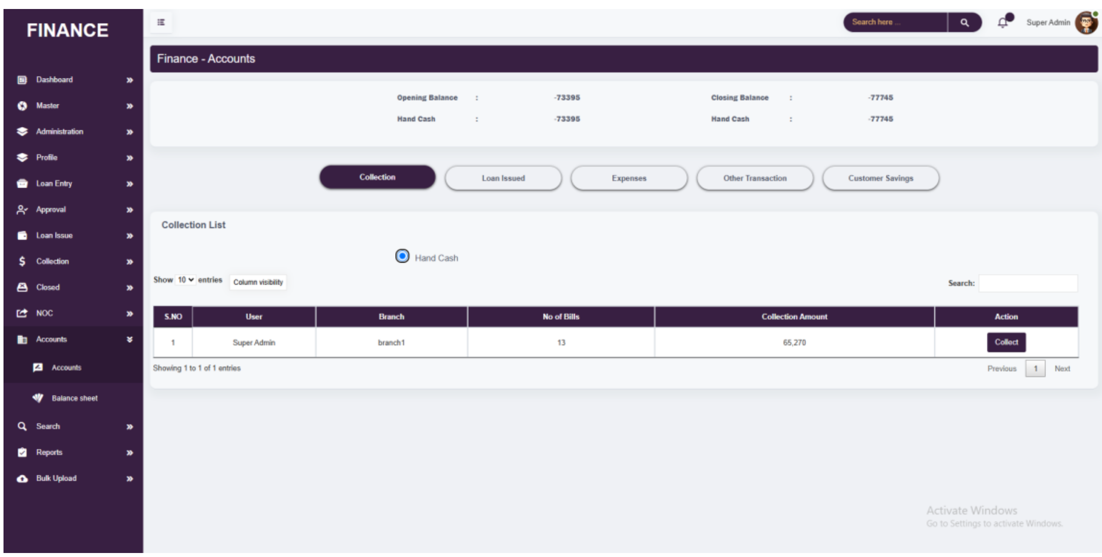
11. Accounts

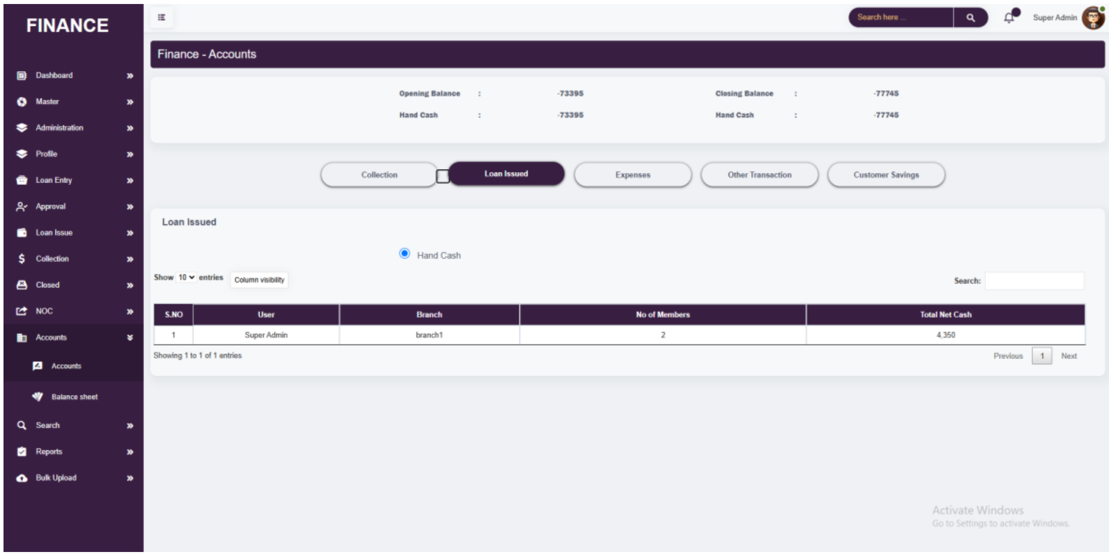
- This module has 2 Screens. **1. Accounts , 2.Balance Sheet .**

1 . Accounts

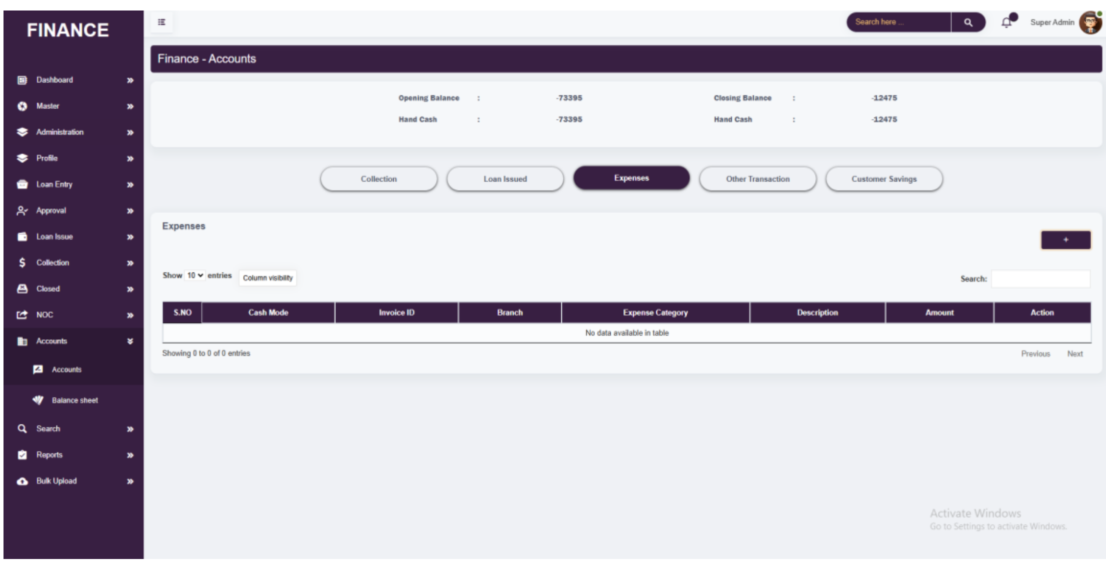
In the accounts schreen we have the Five check boxes named **Collection , Loan Issue , Expenses , Other Transations , Customer Savings.**

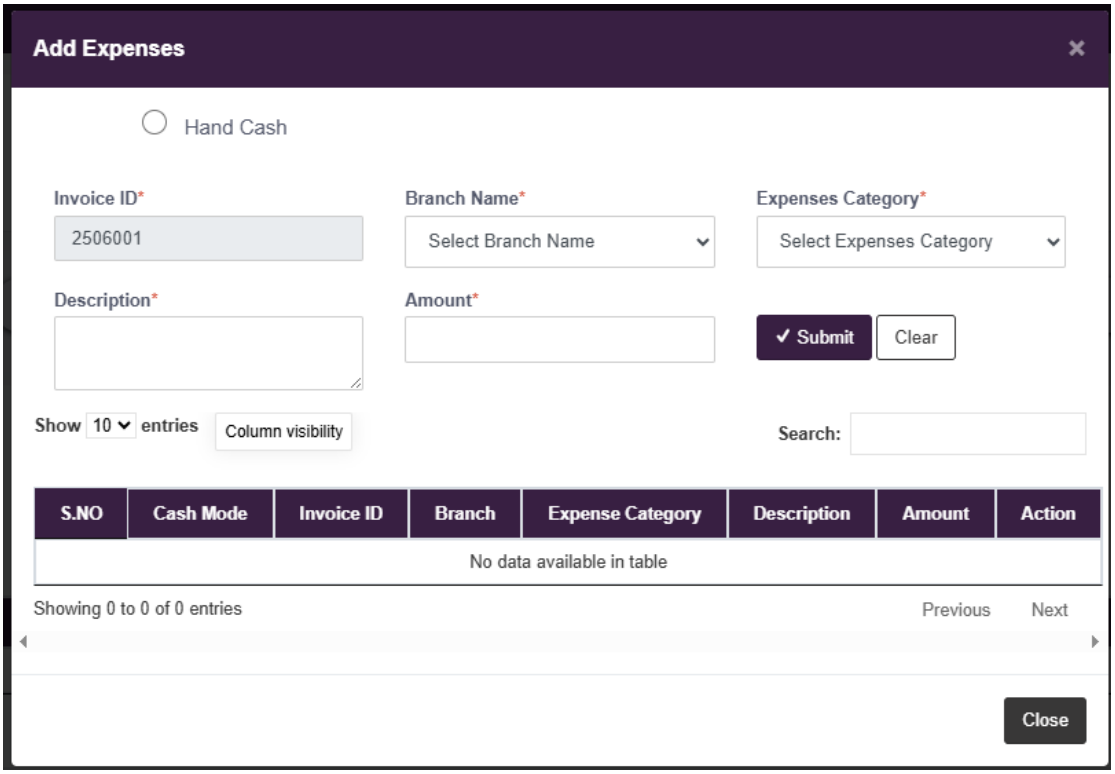
- **In Collection ,** It will help to show how much collection can made by a Particular users . When we click the collection shown in the list it will reflect into the clossing balance .
- **The Loan Issued** report provides a summary of the total net cash disbursed by users across various branches and how many members have received the loan. This helps in tracking user-wise loan distribution performance.



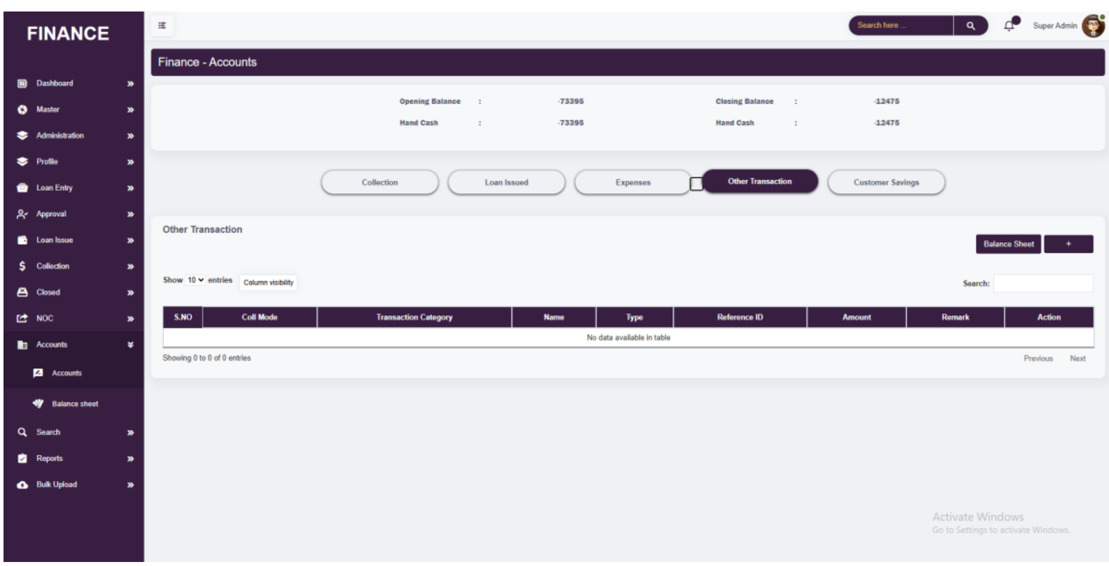


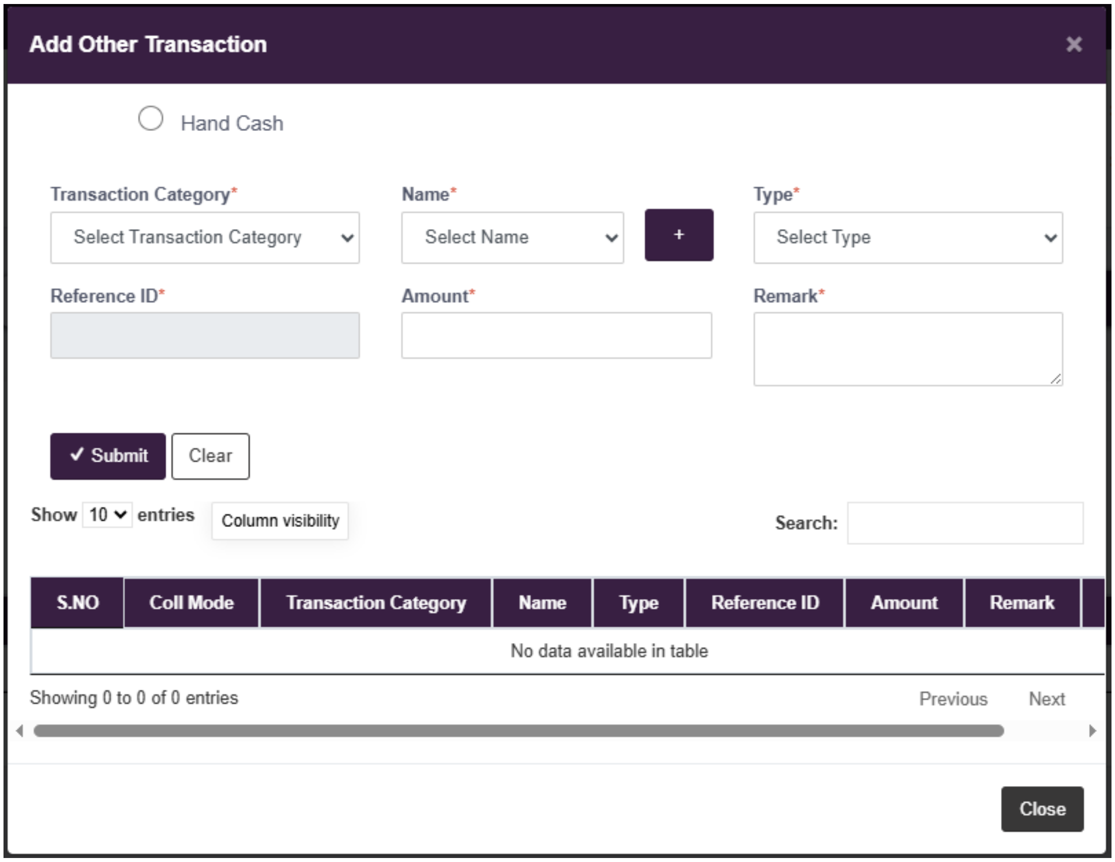
- The Add Expense modal in the Accounts screen of the finance software facilitates the entry and management of expenses incurred by the organization. It provides a structured interface to record detailed information about each expense transaction.
- It enables users to input detailed information such as invoice ID, branch name, expense category, description, amount, and transaction ID for each expense incurred.
- It allows addition and deletion of expenses for accurate financial reporting.



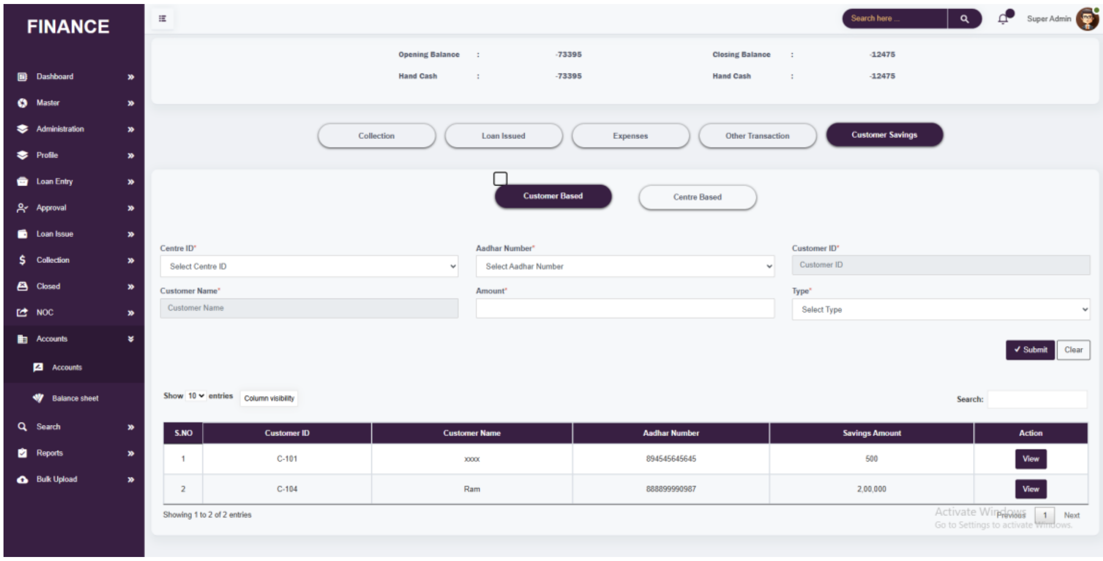


- It handles various other financial transactions such as deposits, credits, debits, investments, and loan advances.
- It includes fields for transaction category, type, bank name, user name, amount, and remarks.





- **Customer Savings**
- This screen is used to manage and track customer savings based on individual customer profiles. You can credit or debit a customer's savings account by selecting their Centre and Aadhaar number, and all transactions will be reflected in the savings list.
- In the view we have the centre based collection list against that cuatomer with the savings chart .
- When we click the savings chart it will show the customer savings in the datewise .
- The Centre-Based Customer Savings section allows administrators to manage savings transactions for all customers mapped to a specific centre. This is useful for handling group-based savings in a batch instead of one-by-one (as in Customer-Based savings)


FINANCE
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Approval
Loan Issue
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NOC
Accounts
Accounts
Balance sheet
Search
Reports
Bulk Upload
Search here ...
Super Admin
Opening Balance : -73395
Hand Cash : -73395
Closing Balance : -12475
Hand Cash : -12475
Collection
Loan Issued
Expenses
Other Transaction
Customer Savings
Customer Based
Centre Based
Centre ID*
Select Centre ID
Aadhar Number*
Select Aadhar Number
Customer ID*
Customer ID
Customer Name*
Customer Name
Amount*
Type*
Select Type
Submit
Clear
Show 10 entries
Column visibility
Search:
S.NO
Customer ID
Customer Name
Aadhar Number
Savings Amount
Action
1
C-101
xxxx
894545645645
500
View
2
C-104
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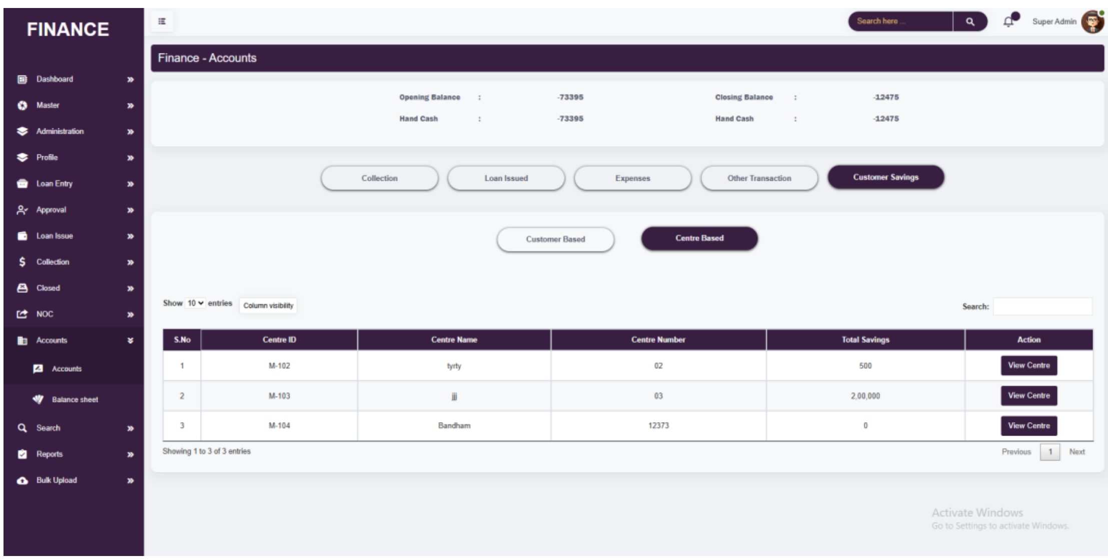
View
Showing 1 to 2 of 2 entries
Previous
1
Next


FINANCE
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Reports
Bulk Upload
Search here ...
Super Admin
Finance - Accounts
Opening Balance : -73395
Hand Cash : -73395
Closing Balance : -12475
Hand Cash : -12475
Collection
Loan Issued
Expenses
Other Transaction
Customer Savings
Customer Based
Centre Based
Show 10 entries
Column visibility
Search:
S.No
Centre ID
Centre Name
Centre Number
Total Savings
Action
1
M-102
tyrty
02
500
View Centre
2
M-103
jjj
03
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View Centre
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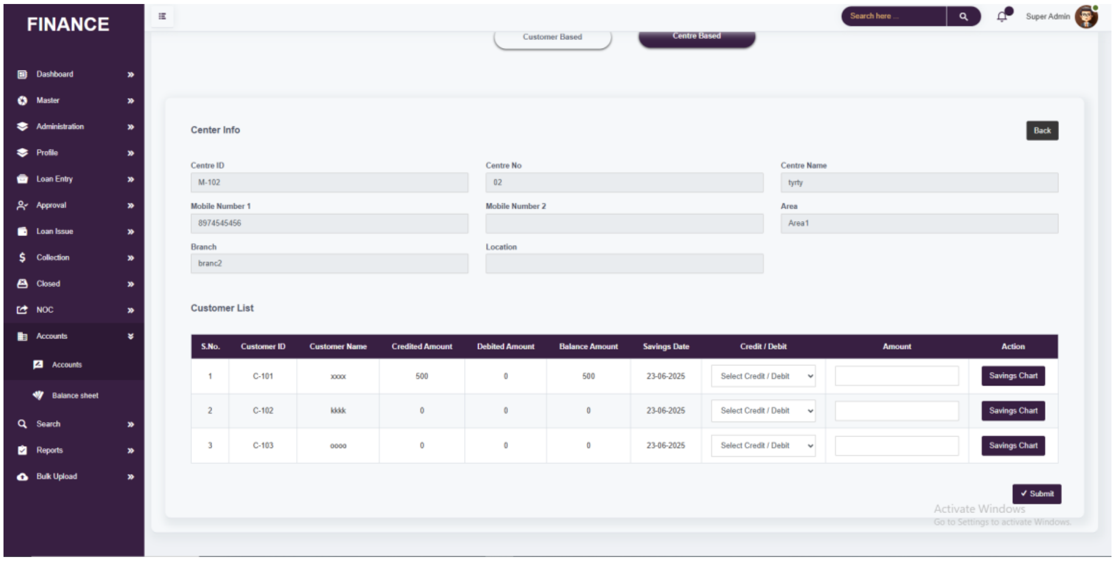
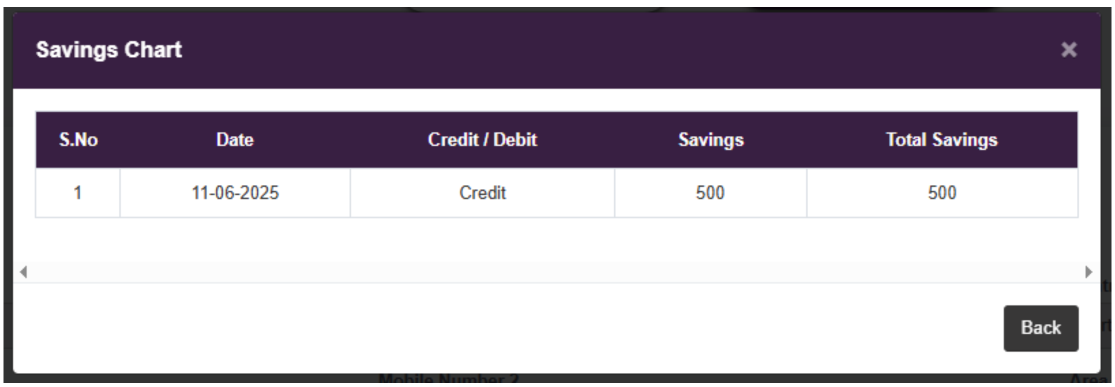
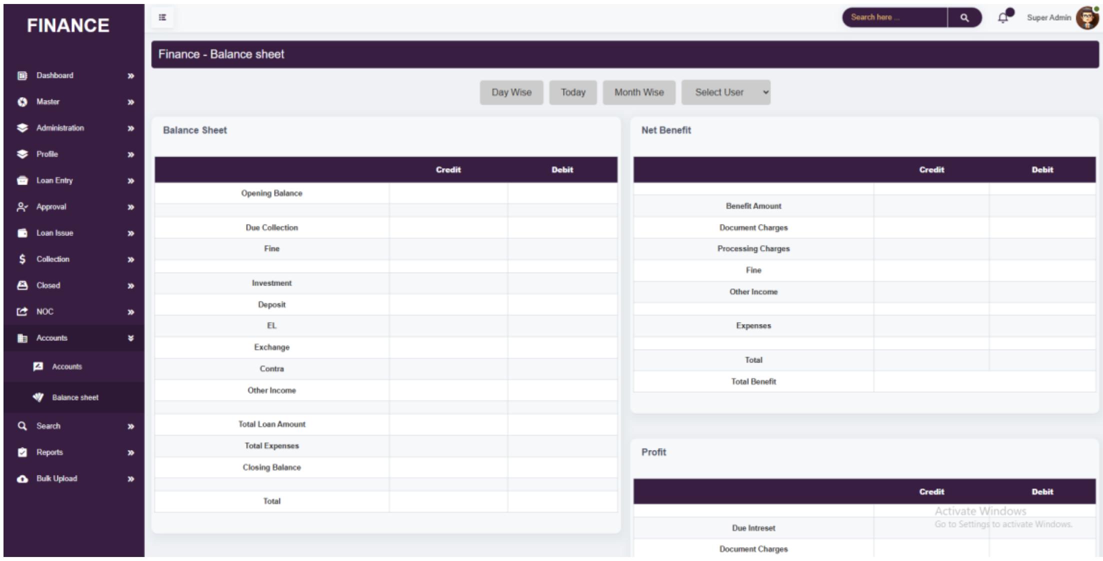
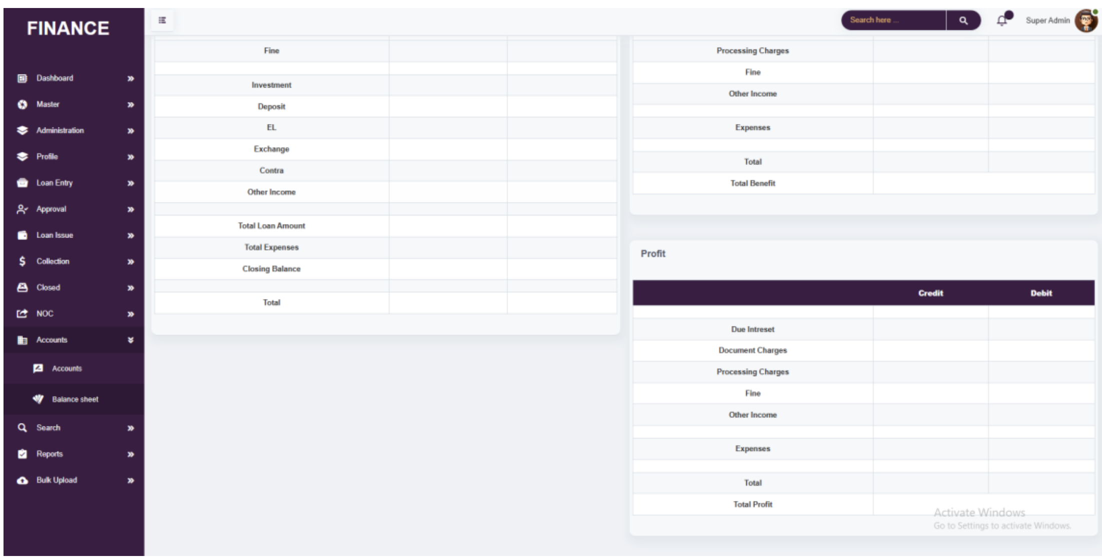




2 . Balance Sheet:

- The Balance Sheet module in the Micro finance software provides a comprehensive view of the financial position of the organization at a specific point in time.
- Breaks down the net financial benefit derived during the period, including interest, document charges, processing charges, penalties, fines, and other income.

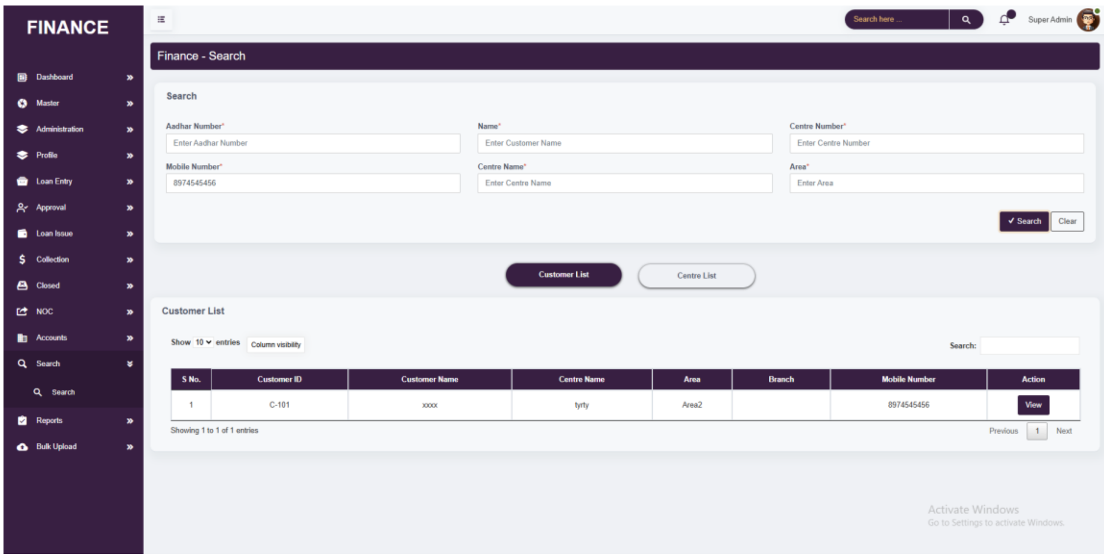


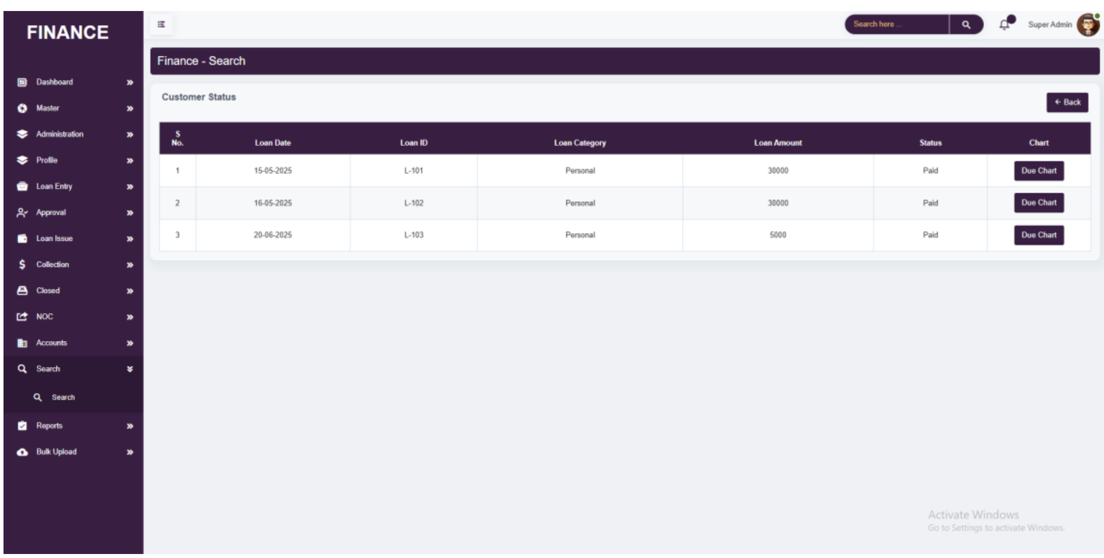


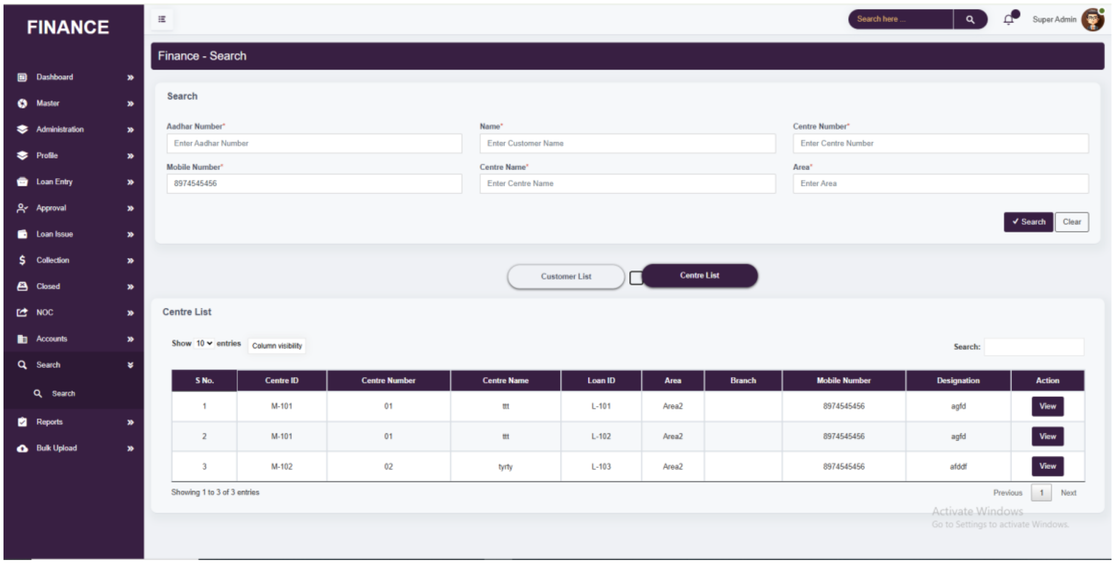
12 . Search :

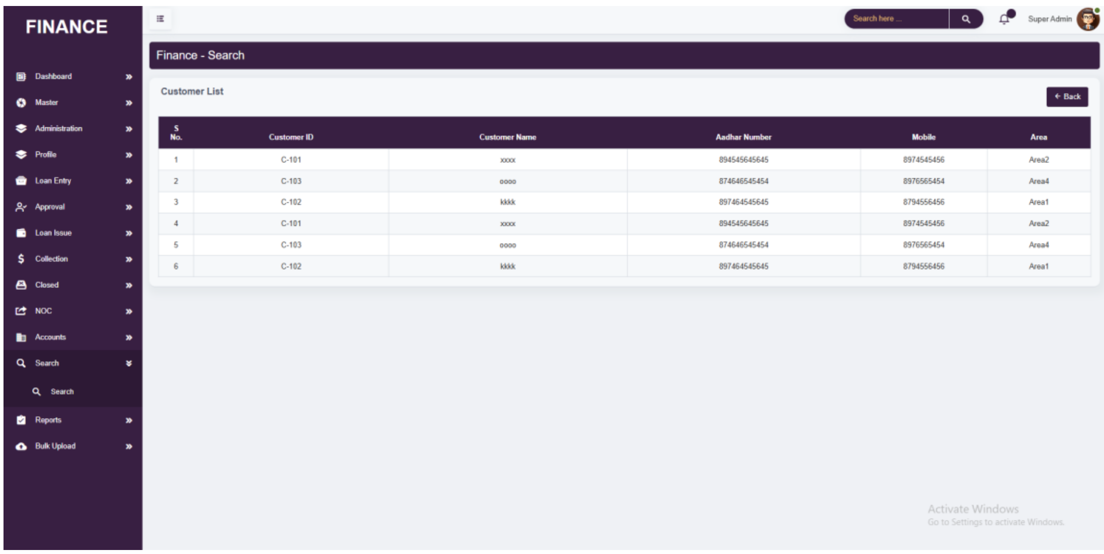
- The Search screen is essential for managing and retrieving customer information within the Micro finance software.
- Input the necessary search parameters (Aadhar Number, Customer Name, Centre Number , Mobile Number , Centre Name ,Area) and click "Search."
- The Customer List displays the search results, showing a summary of customer profiles that match the search criteria with two check box of customer list and centre list .

- Click on the "View" in the customer list action to open the Customer Status section, With loan list that can be geted by that particular customer .
- In the centre list show the centre list with some details . That search customer are mapped in which centres can be shown in that list .
- When we click the view in the centre list it will show the customer list who are all mapped in that centre .







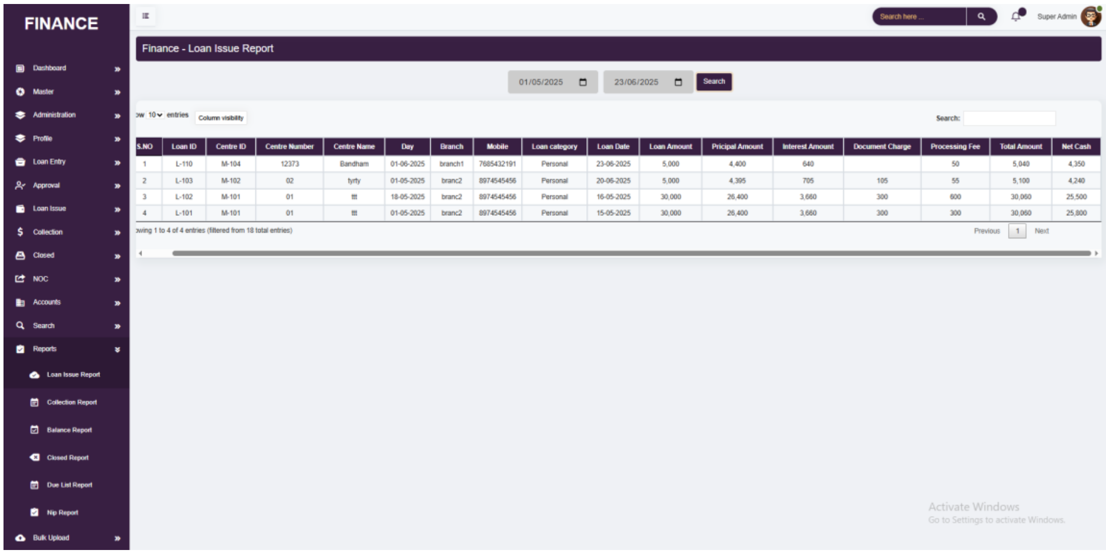


13.REPORTS

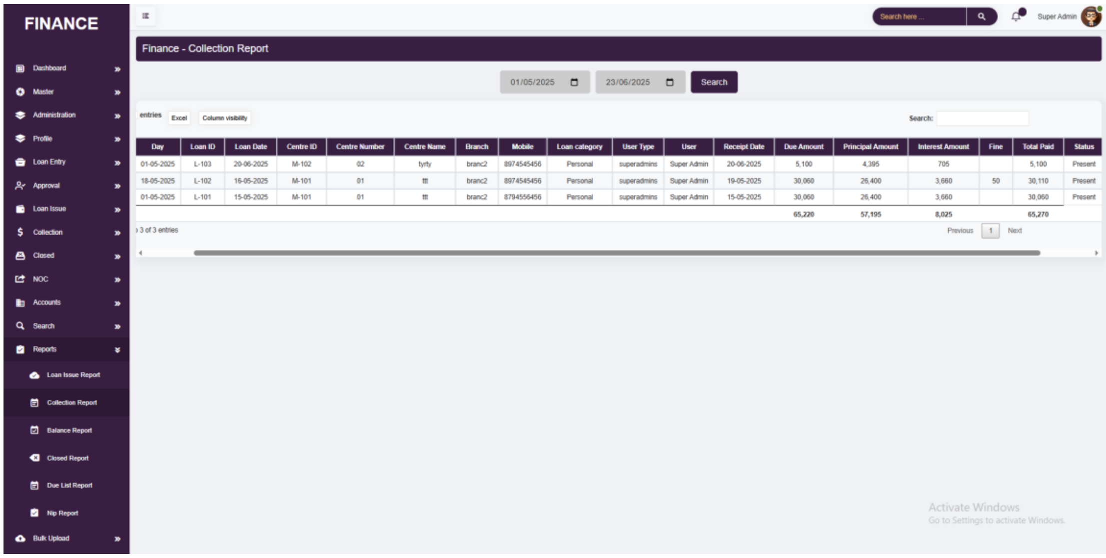
- This module has 6 Screens. **1.Loan Issue Report, 2.Collection Report, 3.Balance Report, 4.Closed Report , 5.Due List Report , 6.Nip Report.**

- ### Loan Issue Report:
  - The Loan Issue Report screen is designed to provide a detailed list of all loans issued within a specified date range.

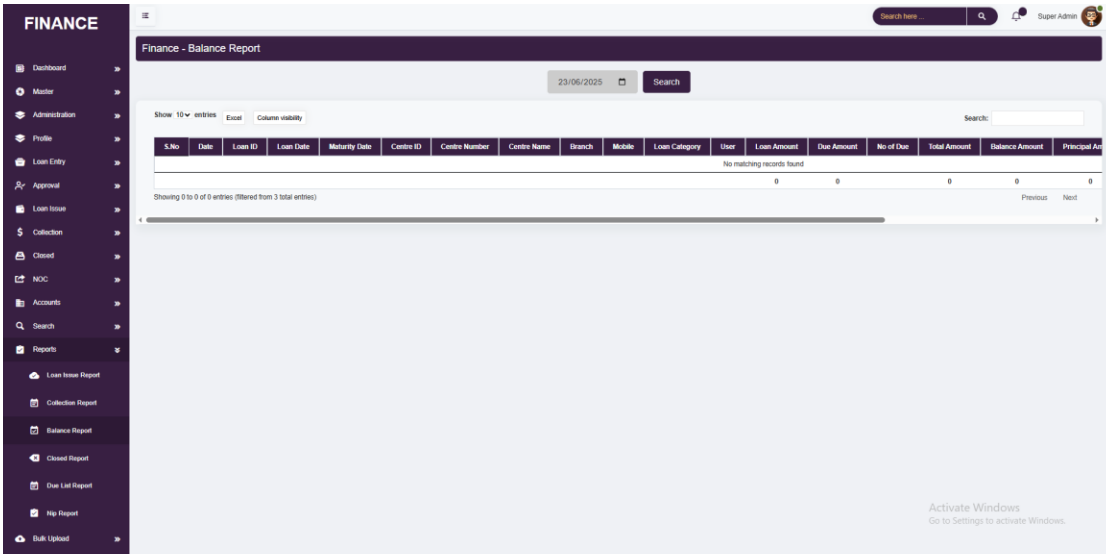
- Enter the desired date range using the From Date and To Date fields to generate the report.
- The Loan Issue Report table displays all loans issued within the specified date range, providing detailed information for each entry.
- Review and analyze the detailed information provided for each loan entry, including customer details, loan amounts, charges, and recipient information.



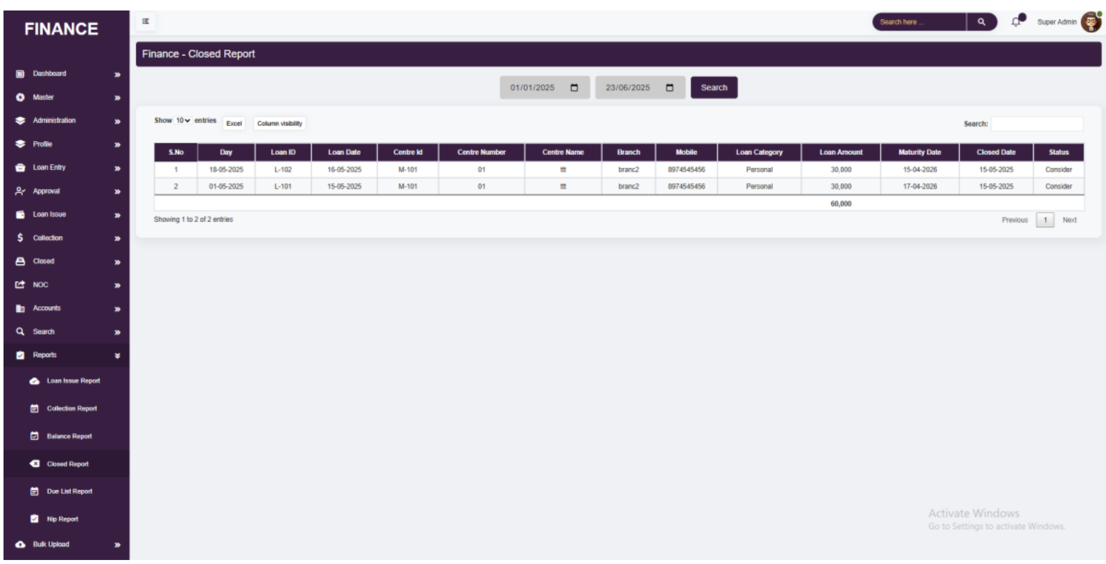
- **Collection Report:**
  - The Collection Report screen is designed to provide a detailed overview of all loan collections within a specified date range. This screen enables administrators and financial managers to track, review, and analyze collection activities, ensuring that all payments are accurately recorded and managed.
  - Enter the desired date range using the From Date and To Date fields to generate the report.
  - The Collection Report table displays all collections made within the specified date range, providing detailed information for each entry.
  - Review and analyze the detailed information provided for each collection entry, including due amounts, payments, and related charges.



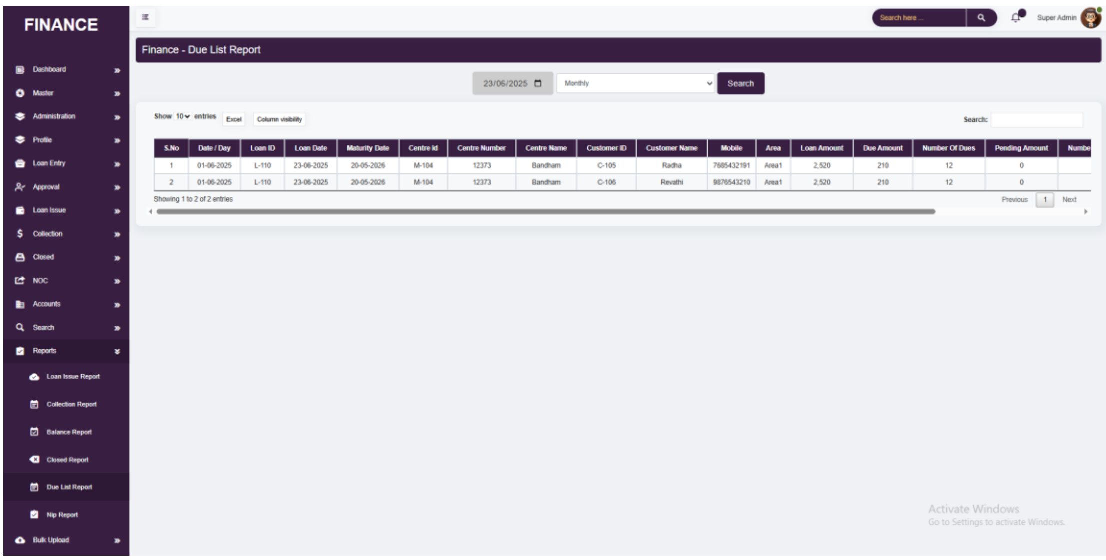
- **Balance Report:**
  - The Balance Report screen is essential for monitoring and managing loan balances and dues within the Micro finance software.
  - Enter the desired date range using the From Date and To Date fields to generate the report.
  - The Balance Report table displays all relevant loan balances and dues within the specified date range, providing detailed information for each entry.
  - Review and analyze the detailed information provided for each balance report entry, including outstanding amounts, due dates, and payment statuses.

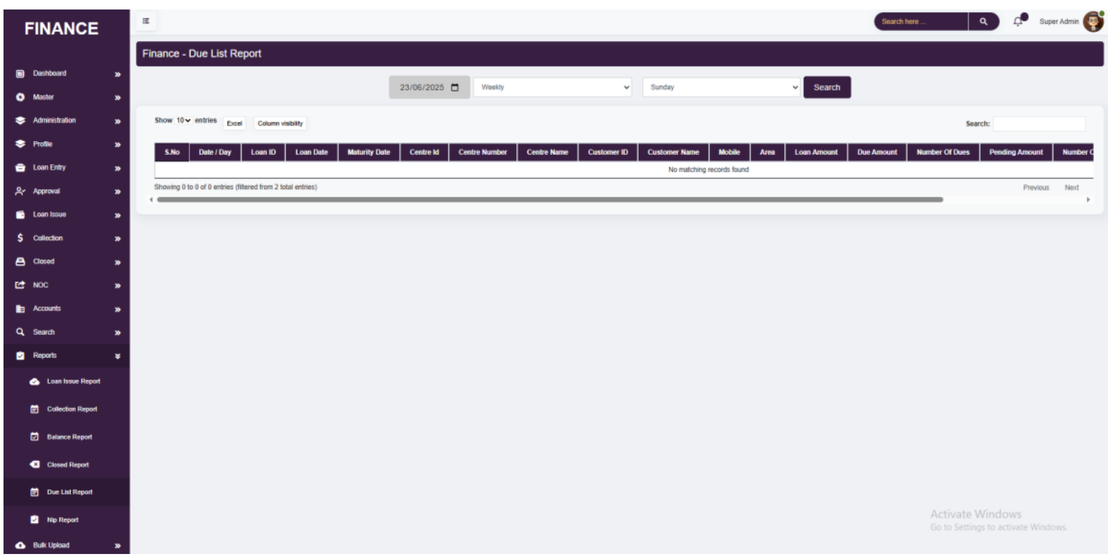


- **Closed Report:**
  - The Closed Report screen is used to access, review, and analyze closed loan information within the micro finance software.
  - Enter the desired date range using the From Date and To Date fields to generate the report for closed loans within that period.
  - The Closed Report table displays all relevant closed loan entries within the specified date range, providing detailed information for each entry.
  - Review and analyze the detailed information provided for each closed loan entry, including closure dates, loan amounts, and status updates.



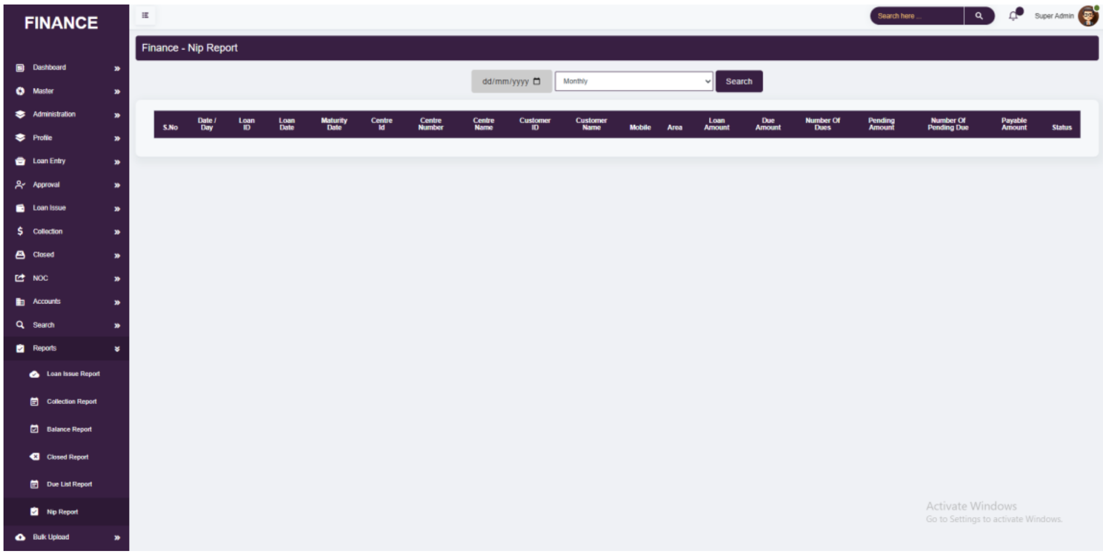
- **Due List Report:**
    - The Due List Report helps the finance team or administrators view loan dues that are pending for repayment based on selected date and time frequency (Monthly, Weekly, Daily). It provides clarity on customer-wise outstanding payments for better collection planning





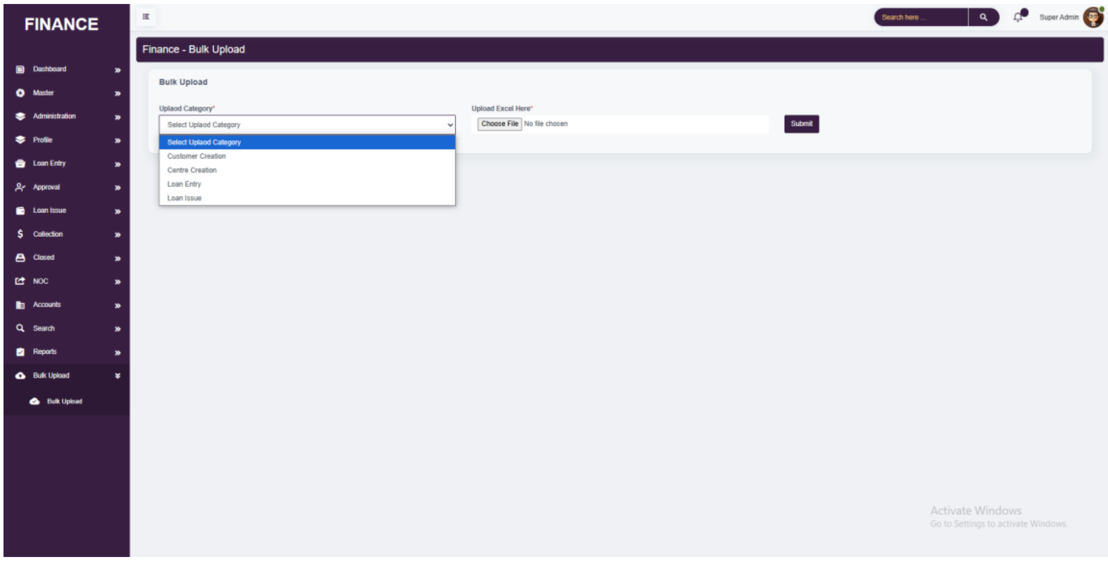
- **Nip Report:**

- The NIP Report (Non-Identified Payment / Error Report) is designed to track customers who encountered errors during collection. These errors may be due to failed entries, payment mismatches, or system issues. This report helps finance teams identify and correct such anomalies



14 . Bulk Upload :

- The Bulk Upload module is designed to simplify large-scale data imports using Excel sheets. This feature streamlines the data entry process by allowing users to upload multiple records at once instead of manual entry
- In the bulk upload we have 4 option in that input , 1 . Customer Creation , 2. Centre Creation , 3. Loan Entry , 4. Loan issue
- In Customer Creation , Upload new customers with their relevant details like name, contact, Aadhar, etc.
- In Centre Creation , Upload new centres with their information such as Centre ID, Centre Number, Name, Area, etc.
- In Loan Entry , Upload bulk loan applications including loan amount, tenure, interest, etc.
- In Loan Issue , Upload actual disbursed loans to customers with issue date, amount, and branch/centre details.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Bulk Upload
Uplaod Category*
Select Uplaod Category
Select Uplaod Category
Customer Creation
Centre Creation
Loan Entry
Loan Issue
Upload Excel Here*
Choose File No file chosen
Submit
Activate Windows
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