

# IDEATION PHASE

## Brainstorm & Idea prioritization

<b>Date</b>	<b>1 November 2025</b>
<b>Team ID</b>	<b>NM2025TMID03847</b>
<b>Project Name</b>	<b>Educational Organisation using Service Now</b>
<b>Maximum Marks</b>	<b>4 Marks</b>

### Project Overview

This project aims to digitize and automate core processes within educational institutions using ServiceNow. The goal is to streamline admissions, centralize data, and enhance academic tracking through smart workflows and user-friendly interfaces.

### Step 1: Problem Identification & Team Collaboration

#### Problems Identified

- Manual data entry for student and teacher records
- Inefficient admission workflows
- Lack of integration across departments
- No centralized student progress tracking
- Absence of automation in decision-making

#### Team Discussion

- Recognized the need for a unified platform to manage educational operations
- Agreed to use ServiceNow for automation and data centralization
- Decided to build custom tables and scripts for admissions and progress tracking

#### Mind Mapping for Solutions

- Create dynamic forms for admissions
- Automate grade calculations and student performance reports
- Use scripting to auto-fill location details based on pincode
- Design intuitive user interfaces for ease of use

## Step 2: Brainstorming, Idea Listing & Grouping

### Participants

- Karthick raj T
- Neevika k
- Nivethitha S V
- Rajesh pandi R

### Initial Ideas

- Automate admission number generation
- Create centralized student and teacher tables
- Build progress tracking system with auto-calculation
- Design form flows for admission lifecycle
- Implement pincode-based location auto-fill

### Grouped Ideas

- **Automation:** Admission numbers, grade calculations, pincode scripts
- **Data Management:** Centralized tables for students, teachers, progress
- **User Experience:** Form design, navigation, error handling
- **Workflow:** Admission status transitions, reporting

## Step 3: Idea Prioritization

### Prioritization Table

Idea	Impact	Feasibility	Priority
Automated Admission Process	High	High	<input checked="" type="checkbox"/>
Progress Tracking Automation	High	Medium	<input checked="" type="checkbox"/>
Centralized Data Tables	High	High	<input checked="" type="checkbox"/>
Pincode Auto-Fill Feature	Medium	High	<input checked="" type="checkbox"/>
Process Flow Integration	Medium	Medium	<input checked="" type="checkbox"/>

Form Design Enhancement	Medium	High	<input checked="" type="checkbox"/>
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### **Selected Core Ideas**

- • Develop Salesforce, Admission, and Student Progress tables
- • Implement automation scripts for admission numbers and pincode detection
- • Design user-friendly forms and workflows for seamless navigation