

ARTICULATE SOFTWARES

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To:

The Administration,

Thika Memorial School

**Subject: Proposal for School Management System**

Dear Sir/Madam,

I hope this message finds you well. I am writing to introduce a comprehensive and modern School Management System (SMS) that is designed to improve the efficiency of administrative, academic, and communication processes at Thika Memorial School.

Our system is tailored to meet the unique needs of schools like yours and offers a wide range of features that can greatly enhance the management of your institution. Below is an outline of the key features and benefits, along with our pricing options.

**Key Features of the School Management System**

1. Integrated Payments Gateway

Simplify fee collection and track payments with real-time notifications. Parents can easily pay through the platform, and the system will automatically update payment statuses.

2. Attendance Tracking

Track student attendance effortlessly, with automated reporting to both parents and administration. The system supports daily, weekly, and monthly attendance records.

3. Communication Tools (Bulk Email & SMS)

Stay connected with students, parents, and staff via bulk emails and SMS notifications. This ensures timely communication for announcements, updates, events, and fee reminders.

4. Student, Parent, and Admin Record Management

Easily upload and store all student, parent, and staff records in a secure digital format. This simplifies the process of accessing and managing important data.

5. Automatic Grading System

The system allows teachers to input student exam scores, and it automatically calculates grades based on predefined criteria. Results are stored securely and are easily accessible.

6. Result Uploading and Viewing

Exam results can be uploaded to the system, where they will be available for students, parents, and administrators to view online. This eliminates the need for physical result sheets and makes the process more efficient.

**Benefits for Thika Memorial School**

- Increased Efficiency: Automates routine tasks, allowing staff to focus on other important duties.

- Improved Communication: Ensures that parents and students stay informed about school activities and progress.

- Secure Data Management: Centralized and secure storage for all student records, financial transactions, and academic performance.

- Streamlined Payment Processes: Integrated payment gateways make fee collection easier for both parents and the school.

**Pricing Options**

We offer flexible pricing plans to cater to your specific budget and needs:

1. One-time Fee: KES 300,000 (negotiable)

This includes full setup, training, and lifetime support for the system.

2. Monthly Subscription: KES 20,000 per month

This option offers you the flexibility of spreading the cost with continuous updates and support.

**Conclusion**

I believe that our School Management System will significantly enhance the operations of Thika Memorial School, making administrative tasks easier and improving communication between all stakeholders. We would be happy to schedule a demo or meeting to discuss this proposal further and address any questions you may have.

Thank you for considering our solution. We look forward to the opportunity to work with you and contribute to the success of your institution.

Sincerely,

Allan Murimi,

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Articulate Softwares.