



SECURIUM
SOLUTIONS
Pvt. Ltd.

29th June-2020

CAMPUS MANAGEMENT SYSTEM

All the information mentioned in this and related documents contain confidential and proprietary business information between Campus Management System and Securium Solutions Pvt. Ltd. only.

Revision History

Name	Date	Reason for Changes	Version
Client name	29 th -June-2020	First Draft	1.0

SECURIUM SOLUTIONS COPYRIGHT

Table of Contents

INTRODUCTION	3
PROJECT INTRODUCTION	3
OBJECTIVE OF THE INITIATIVE	3
Securium Solutions Pvt. Ltd. is engaged by client to design and develop a Opportunity portal Website and a web based control panel for it with a set of features that should enable administrator of website to control and manage all the data which shall be displayed in front-end of the website in PHP - Laravel, Drupal platform.	3
CONTEXT	4
In this context, Website for Client would be developed under the name Campus Management System (Could be change at the time of finalization).	4
KEY SUCCESS CRITERIA	4
The web application will be developed and delivered along with all other defined deliverables as per defined schedule plan and meeting user acceptance criteria as defined	4
SCOPE OF THE PROJECT	5
TESTING FORM FACTORS	6
DELIVERABLES & ARTICLES	7
ACCEPTANCE TESTING CRITERIA	8
PROJECT PLAN	9
PROJECT GOVERNANCE	18
TOOLS & INFRASTRUCTURE	18
COMMERCIALS AND PAYMENT TERMS	19
AUTHORIZED EMPLOYEES	21

Introduction

Project Introduction

The project scope involves development of an online system through which all the campus related activities can be performed online and such system is build that can manage all the data respectively. Also, Admin can showcase their information, services and their latest events or news. Users (Student and Employee) will have option to view/check information details accordingly. User (Student and Employee) can see detailed description about individual module or events is mentioned in following document.

There are many departments of administration for the maintenance of college information and student databases in any institution. All these departments provide various records regarding students. Most of these track records need to maintain information about the students. This information could be the general details like student name, course, performance, attendance etc. or specific information related to departments like collection of data. All the modules in college administration are interdependent. They are maintained manually. So, they need to be automated and centralized as, Information from one module will be needed by other modules.

A well-crafted home page will be provided which will showcase your concept to its users with ease and make the user feel every single aspect of the website like just a click away. Sections on the home page will be a search panel, Jobs Category, Link to Register or login, List of clients, news section and etc....

Detailed description about individual module is mentioned in following document.

Objective of Initiative

The final Scope of the project would be defined and governed under the following document:

1. All information and images that are required during designing phase could be provided by **Client. (Dummy free images from Google will be used at the time of development, if client doesn't have images).**
2. Changes in approved design, structure or functionality of any section, **will be paid.**
3. **SECURIUM SOLUTION Pvt. Ltd.** will be taking care of all the platforms dependencies defined or informed by client during GUI designing or development of the project.
4. **NO DATA ENTRY PART** is covered under this contract. That means after development of control panel Securium Solutions Pvt. Ltd. will not be adding more than 5 records of information / products / images / projects or any other content in website or admin panel. If content/information is ready at the time of designing, Then Securium Solutions Pvt. Ltd. will be designing pages according to the content provided.
5. **Delay in feedback from client's end will not be** considered in committed website development timeline.
6. Website will be only be shifted to live URL/Code Handovers after cleaning complete balance amount website.
7. **SECURIUM SOLUTION Pvt. Ltd.** will have to handover all the files along with the database after the successful review of the project on temporary server, once all financial milestones are cleared and functionality of the web-application is approved by the assigned project coordinator on behalf of Client.
8. **Websites will be mobile compatible,** Complete website will be optimized as much possible according to mobile devices and Tablets. Desktop view design will be adjusted according to various screen sizes.

Scope of the Project

Securium Solutions Pvt. Ltd. is engaged by client to design and develop an Opportunity of Campus Management System and a web based control panel for it with a set of features that should enable administrator of website to control and manage all the data which shall be displayed in front-end of the website in PHP – **Laravel, Drupal platform.**

Context

In this context, Website for Client would be developed under the name Campus Management System (Could be change at the time of finalization).

Key Success Criteria

The web application will be developed and delivered along with all other defined deliverables as per defined schedule plan and meeting user acceptance criteria as defined.

Testing form Factors

The testing form factor device lists for this release are as follows:

S. No.	Device Name	Screen Size	Resolution (px x px)	Processor	RAM
1	Google Nexus5	4.95 inch	1080 x 1920	Quad-core 2.3 GHz Krait 400	2 GB RAM
2	Lava / Gionee and low-end phones	4.7 inch	768x1280	Quad-core 1.5 GHz Krait	2 GB RAM
3	Samsung I9300 Galaxy S III	4.8 inches	720 x 1280 pixels	Quad-core 1.4 GHz Cortex-A9	1 GB RAM
4	Samsung Galaxy Note II N7100	5.5 inches	720 x 1280 pixels	Quad-core 1.6 GHz Cortex-A9	2 GB RAM
5	iPhone 5s	4 inches	960x640	1.3GHz dual- core Apple	1GB RAM
6	iPhone 6/7/X	5.5 inches and above	1920x1080	A9 CPU, Dual-core 1.84 GHz Twister.	2GB RAM
7	Desktops & laptops	12 inches and above	1200px and above resolutions	Pentium 4 +	1GB RAM and above

Testing will be done on latest versions of android and IOS and latest versions of browsers as well. Some of the features of Website designed in HTML5 and CSS3 doesn't support by Internet Explorer.

Deliverable & Articles

Contractor shall perform the following activities and produce the listed deliverables for the Company:

Name of the Activities	Deliverables
Project / Application Documentation	<ol style="list-style-type: none">1. Website Requirements Definition2. Homepage Requirements document files.
GUI Designing and development	<ol style="list-style-type: none">1. Homepage Designing source files2. HTML designed Pages
Development	<ol style="list-style-type: none">1. Database creation2. Backend development3. Front-end Integration

Acceptance Testing Criteria**INCLUDE ACCEPTANCE TESTING DESCRIPTION AND REQUIREMENTS,
INCLUDING TIMEFRAMES FOR APPROVAL**

General quality measures as set forth below shall be applied to each work product received from the client:

UNDER THIS STATEMENT OF WORK.

1. **ACCURACY** - Work articles shall be accurate in presentation, technical content, and adherence to accepted elements of detailing and agreed upon design, approved guidelines and specifications according to mobility.
2. **CLARITY** – Work Articles shall be clear and concise. Any/All section's flow shall be easy to understand in terms of usability and be relevant to the supporting narrative.
3. **TIMELINESS** - Work articles, all required material shall be submitted on or before the due date specified as per the approved schedule plan, or if delayed then either it should be pre-discussed or informed to the Campus Management System coordinator with the proper revised deadline for any specific module or task.
4. **CONSISTENCY TO REQUIREMENTS** - All work articles must satisfy all the functional requirements as detailed in various technical and user story document, meeting all user story acceptance criteria.
 - Meet with all user acceptance criteria.
 - Meet with performance and stability standards.
 - Application should be compliant to UX / UI design and functionality.
5. **CONSISTENCY TO DEFINED DELIVERABLES** - All defined deliverable as defined.
 - Handover of all signed-off deliverables and project artefacts.

Project Plan

The term of the SOW (Statement of work) shall commence upon the Kick-off Date hereof, and shall remain in effect until completion of the above-mentioned deliverables or unless it is terminated earlier in accordance with the provisions of the Agreement. This project plan is to be updated from time to time based on dependencies but the collective UAT release timeline should not exceed **180-210 business days**.

Milestone	Deliverables	Timelines	Release / Due date
Project Kick-off	Submission of Contract		Kick-off payment
Milestone 1	Homepage designing PSD	10-15 Business days	Approval for homepage PSD will be required in written through mail
	Design 1 & Design 2		
	UI Design – Web	15-20 Business days	Approval on GUI (Approval will be required in written through mail.)
	UI Design – Mobile/tablet		
Milestone 2	Development for front-end	20-22 Business Days	Approval on Development (Approval will be required in written through mail.)
	Development of CMS/Control panel of website (Beta Version)	30-35 business days	Submission of Beta Version
Milestone 3	Integration of GUI and control panel	15-18 Business Days	
Milestone 4	Testing and Debugging of points	12-15 Business days	Approval of Beta version will be required in written through mail.
	Final launch on Live / or setup web-application on Client server	2-3 business days	Final delivery of project.

CMS (Integrated Campus Management System)

CMS (Integrated Campus Management System) is being developed by Securium Solutions Pvt. Ltd. for the complete computerization of Client's requirement which includes the computerization of Admission Procedure, Post Admission, Finance, Human Recourse, Library, and Inventory. The project can be divided in to 4 implementation phases.

Eligibility Report: All the preliminary information required for generation of eligible student report fed into the system as soon as forms received from the students. The system will generate the list of eligible candidates for entrance test.

Merit List: After the test, the result of the test will also be fed into the system and merit list will be generated.

Roll no. generation: All the data pertaining to the admitted candidates will be keyed in. This includes information like the course of admission, hosteler/day-scholar, fee details etc. System will generate the roll no. for the candidates.

Attendance: This module will keep track of the lectures attended and delivered in each subject by the student. Then a detailed report of the lecture shortage will be generated by the system at the end of the session.

Examination and result processing: The awards/sessional received by the students will be fed into the system. Then reports like class topper, subject topper, retention list and report cards will be generated.

Personnel Management Information System: This module will keep details pertaining to each employee with regard to his/her service details, which will include salary, leave, training and academic records.

Finance and Accounts: This module will include the computerization of fees receipts procedure. System will generate the fee receipt, allocate receipt number and generate daily case reports.

DDO and Accounting: In this section we will computerize voucher/bill level accounting. This includes Finance and Accounts (Contd.)

1. Expenditure done by college.
2. Collection from fees, securities, non-refundable/refundable funds.
3. University funds available and dispatched.

Budget: This section will monitor the budget provisions regularly with specific aim that budget allotments are not exceeded without authority and the expenditure is incurred only on the objects and purposes for which the funds have been provided.

Inventory: This section will computerize all functions relating to inventory control of store stock items in different departments. There will be generation of stock ledgers which will facilitate issuance of no due certificate to a person and check duplicate/repeated purchase of equipment's.

Library: This section will computerize the complete working of the library. This includes data base of members, books in circulation and reference section, issue/return of books and sending reminders to defaulters.

SECURIUM SOLUTIONS COPYRIGHT

FRONT-END

CAMPUS MANAGEMNET SYSTEM

Some of the features of the proposed system are:

1. Student Admission
2. Student Fee management
3. Student Attendance Management
4. Staff Attendance Management
5. Staff Payroll Management
6. Library Management
7. User Management

Basic requirements of all:

1. Login
2. Forms
3. Reports

Login Module:

Login module is used to check whether the user is an authorized person to use the system or not. For this the user should give the correct user name and password.

The different types of users are:

1. Admin
2. Student
3. Employee

This module consists of the following sub modules:

1. Student Registration Form
2. Student Fee Form
3. Student Marks Form
4. Student ID Form
5. Employee Detail Form
6. Employee Salary Form
7. Employee ID Form
8. Course Detail Form
9. Library Form

Reports:

All the above-mentioned data are stored in the back end and can be retrieved as reports with filtering options. The Following are the reports can be taken from this system:

1. Student Report
2. Employee Report
3. Course Detail Report
4. Book Detail Report
5. Issued Book Report
6. Fee Detail Report
7. Marks Detail Report
8. Generate Pay Slip

Manage Account	
Change Password	
Manage Education Qualifications	
Optional Information	
Manage Skills	
Manage Work Experience	
Manage Students	
Manage Employee	

Admin Dashboard

Dashboard will display primarily following sections:

- Total Students
- Total Employees
- Fees Details
- Management of work
- Library

Change Password

This section will allow user to change his login password from this section. This section will ask the user for his current password and new password. New password will be entered twice in order to confirm user input.

CONTACT US

This will be an informative section; content of this page will be managed by admin. This page will show contact information. A contact us form also be there to send inquiry with following attributes:

- First Name
- Last Name
- Email ID
- Phone No.
- Subject
- Message

A contact form is available on all pages to send queries/messages/feedback etc. Admin will be able to filter queries in admin panel.

FAQ

Users can view FAQs and other static pages (About us & Contact us). Users can also find answers to their questions in FAQs (as added by website administrator).

LIVE CHAT

Live chat widget will be added in website. (Zopim or tawk live chat free widget will be there).

GOOGLE ANALYTICS INTEGRATION

Google analytics will be integrated in URF website.

SOCIAL MEDIA LINKING

Links to social media will be added in website and will be linked with the pages. Admin can manage the links of those pages.

ADMIN DASHBOARD MODULE

SETTINGS	
FEES STRUCTURE	
STUDENT ADMISSION	
STUDENT DETAILS	
HUMAN RESOURCE	
LEAVE MANAGEMENT	
ATTENDANCE SYSTEM	
EMPLOYEE DEATILS	
EMPLOYEE SALARY	
ACCOUNTS	
TIME TABLE	
EXAM REPORTS	
NEWS	
NOTICE BOARD	
EVENTS INFO	
COLLEGE INFO	

On Dashboard, following stats will be displayed. (Visited listings)

- Settings
- Fees Structure
- Student Admissions
- Student Details
- Class Rooms Details
- Human Resources
- Leave Management
- Attendance System
- Employees Details
- Library Management
- Employees Salary
- Accounts Information
- Time Tables
- Exams Reports
- Notice Board
- Events
- College Information

View reports on Yearly, Monthly & Weekly Basis

Latest Orders Export of all users' data

MANAGE EMPLOYEES

This section of admin console will allow admin to manage employers. Admin can add, edit and delete employers as and when required.

Admin can set employers as featured employers.

Mobile Apps:

1. Student registration
2. Syllabus
3. Exams results
4. Industrial Training
5. Admin Panel

Technology: Xamarin, Flutter, React, Ionic

PROJECT GOVERNANCE

Securium Solutions Pvt. Ltd. and Client's team shall follow the governance mechanism described below to monitor the progress on the deliverables of the tasks listed above.

Body	Frequency	Responsibility	Participants
Bi-monthly Progress Report	Bi-monthly	/ Client-Side PM / Server-Side PM	To client by email also audio / Skype meeting.
Application Build and release	As per project plan	Client-Side PM	To CAMPUS MANAGEMENT SYSTEM WEBSITE project manager by email/web link with release notes of modules implemented

TOOLS & INFRASTRUCYURE

In performing this engagement, Contractor will use the following tools required by **CAMPUS MANAGEMENT SYSTEM**:

Designing: Html5, Responsive Website Will Be Designing with The Help of Adobe Photoshop, Macromedia Dreamweaver.

Server-side scripting: PHP–Laravel, Drupal Framework.

Data base: MySQL.

Client-side scripting: Html, JavaScript, jQuery and Cascading Style Sheets3.

Operating system: Linux, Windows.

Resolution: Full Width Responsive Layout.

COMMERCIALS AND PAYMENT TERMS

The Fees for the activities performed and deliverables produced under this Statement of Work are as follows:

Payment Basis – Securium Solutions Pvt. Ltd. will provide the articles as fixed fee for set out scope and deliverables as per statement of work document.

Payment Schedule for website:

Cost will be discussed on call

Timeline: 180 to 270 Business days

Payment on Delivery

Client should pay Securium Solutions Pvt. Ltd. company account according to milestones defined. The applicable sum on reaching defined milestone and payment schedule on receiving a valid invoice, subject to acceptance of deliverable and performance of the articles to our reasonable satisfaction. Payment for approved milestones will be non-refundable. Client cannot hold payment for more than 7 business days for approved milestones.

****Additional**

All server-side hosting, server acquiring costs, 3rd party chat servers, Escrow accounts, SMS gateways, MAP APIs and payment gateway costs has to be taken care by the Client.

AUTHORIZED EMPLOYEES

The above personnel will accept direction only from the following employees or officers, or such other Dynamic Website personnel, as they designate:

1. Company Liaison

The contact at Company with respect to this SOW is: Client name

2. Contractor Personnel

Key Personnel shall consist of: **Sunil Singh (CEO)**

IN WITNESS WHEREOF, the parties have caused this Schedule to be executed by their duly authorized representatives

SECURIUM SOLUTIONS Pvt. Ltd. (Contractor)

SUNIL SINGH

Address: B-29, 4th floor, Sector – 1, Noida, India

Date: 29th June 2020

Signature:

Client name (Client)

Address:

Date:

Signature: