Phase 9: Reporting, Dashboards & Security Review

Goal:

Deliver **powerful reporting & analytics** (Reports, Dashboards, Dynamic Dashboards) and implement **robust security controls** (Sharing Settings, Field-Level Security, Session Settings, IP Ranges, Audit Trail) to ensure data is both actionable and protected.

1. Reports (Tabular, Summary, Matrix, Joined)

• Tabular Reports:

- Student List Report (Basic student details)
- Attendance List Report (Daily/Monthly attendance)

• Summary Reports:

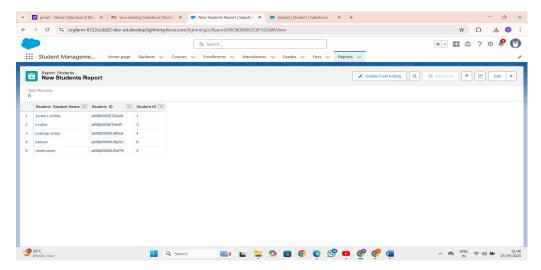
- Class-wise Student Count
- Attendance Percentage by Class
- Grade Distribution Summary

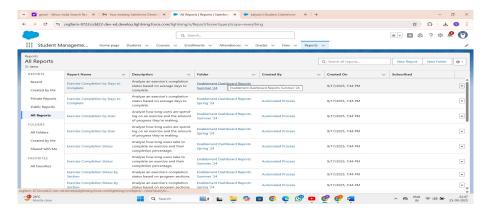
• Matrix Reports:

- Attendance Matrix (Rows = Classes, Columns = Months)
- o Grade Performance Matrix (Rows = Subjects, Columns = Terms)

Joined Reports:

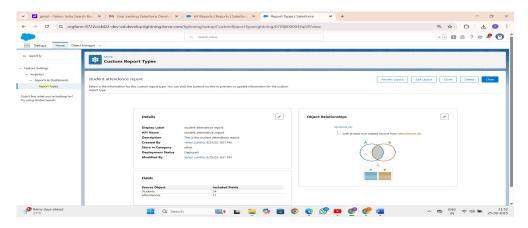
- Student + Attendance + Grades combined view for holistic performance analysis
- Course Enrollment + Completion Rate joined report





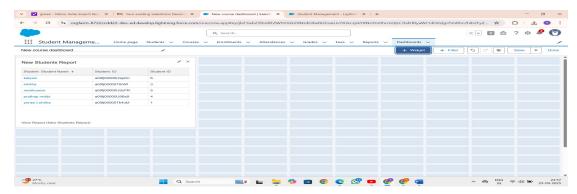
2. Report Types

- Student Report Type: Includes student personal details, contact info
- Attendance Report Type: Links Student → Attendance records
- Grades Report Type: Links Student → Grades with term/subject info
- Courses Report Type: Links Student → Courses enrolled, status, teacher details



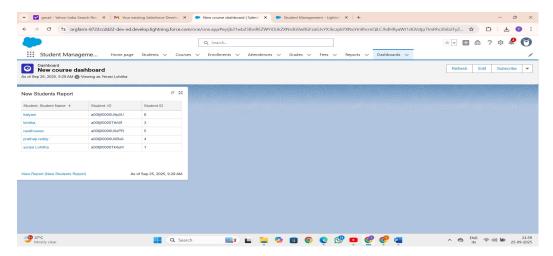
3. Dashboards

- Student Overview Dashboard: Total Students, New Admissions, Dropouts
- Attendance Dashboard: Present %, Absent %, Class-wise charts
- Grades Dashboard: Average Grades per Class, Top Performers, At-Risk Students
- Course Dashboard: Enrolment Trends, Most Popular Courses



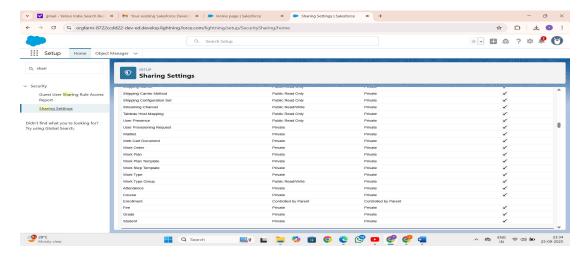
4. Dynamic Dashboards

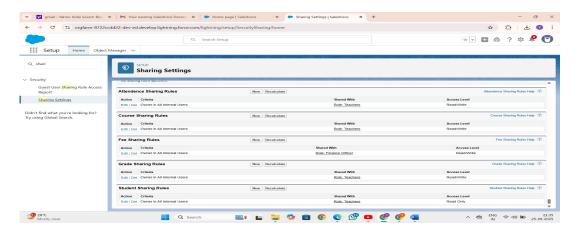
- Configured dashboards to **run as logged-in user** so each Teacher sees only their class data, Principal sees their school data, and Admin sees all data.
- Applied dashboard filters (Class, Term, Subject) for real-time drill-down.



5. Sharing Settings

- Organization-Wide Defaults (OWD):
 - Students, Attendance, Grades = Private
 - Courses = Controlled by Parent





• Role Hierarchy:

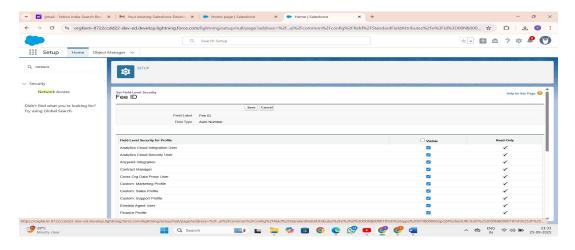
o Admin > Principal > Teacher > Student

Sharing Rules:

- Criteria-based rules to share records with Teacher Groups based on Class/Section
- o Owner-based sharing for Principals to access all data under their school

6. Field-Level Security

- Sensitive Fields Restricted:
 - o SSN, Parent Contact Info → Visible to Admin & Principal only
 - \circ Fee Details \rightarrow Visible to Admin only
 - o Grades → Read-Only for Teachers, Visible to Principal/Admin
- Profiles Configured: Admin, Principal, Teacher, Student with tailored field visibility



7. Session Settings

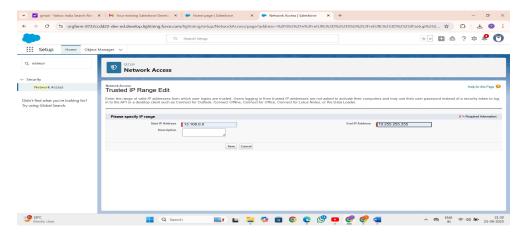
• **Session Timeout:** 30 minutes

• Logout on Timeout: Enabled

- Lock Session to IP/Domain: Enabled
- Clickjack & CSRF Protection: Enabled
- HTTPS Required: Enforced for secure communication

8. Login IP Ranges

- Network Access (Org-Wide): Added school's LAN/Wi-Fi IP range
- Profile-Specific Ranges:
 - o Teachers: Allowed only from school network
 - o Admin: Allowed from office network + VPN
 - o Students: Allowed from broader IP range (school + home if needed)



9. Audit Trail

- Setup Audit Trail: Enabled and reviewed for changes in roles, profiles, and settings
- Field History Tracking:
 - Tracked Fields: Student Status, Assigned Teacher, Grade Changes, Attendance Updates
- Login History: Monitored failed logins and suspicious attempts

