

Assignment - 1 (ADP)

* Identification of Business Problem

Many students including myself have suffered mentally and physically during admission process. Admission process demands and requires students to be present in person in college with essential documents and sometimes it is not that easy for all the students including their parents. since sometimes students belong to places far away from college place so I would like to create an application which will make their entire admission procedure way easy, less energy consuming and more quick which will definitely help all students and teachers. It will reduce teachers workload.

This project seeks to bring attention to an often-overlooked aspects of the education system with the goal of fostering a healthier more supportive environment for students during one of the most challenging periods of their academic journey.

* Summary Snapshot :

The admission process can be challenging for both applicants and institutions due to several common problems like :

- (i) Complex Application procedure : lengthy forms, multiple requirement & unclear applications instruction can confuse candidates, leading to errors & incomplete submissions.

- (ii) High competition : limited seats & a large number of applicants make the process highly competitive, causing stress and uncertainty.
- (iii) Technical issue : Online portals can suffer from glitches, slow processing, or crashes, especially close to deadlines, frustrating applicants.
- (iv) Document verification Delays : verifying academic records, identity proofs, and other documents can take time, delaying the admission decisions.
- (v) Lack of Communications : Poor communications from institutes about application status, missing documents, or next steps can leave applicants anxious & uninformed.
- (vi) Financial Barriers : Application fees, travel costs for interview & other expenses can be prohibitive for some applicants limiting access.
- (vii) Inequality : Some applicants may face discrimination based on socioeconomic background, race or other factors, leading to unfair decisions.
- (viii) Stress and Mental health : The pressure of meeting deadlines, preparing for entrance exams, and the uncertainty of outcomes can take a toll on applicants mental health.
- These challenges highlight the need for streamlined, transparent, and fair admission process.

* Project Description:

• Improving the efficiency of the admission process.

- 1) The project aims to identify and resolve key issues faced by applicants during the admission process, streamlining procedures to user experience, reduce processing times, and ensure transparency.
- 2) The current admission process has been reported to involve several challenges, including long processing times, lack of clarity in requirements, difficulties in document submission, and insufficient communication between applicants and the administration. These issues have resulted in frustration among prospective students & inefficiencies for the admission office.

• Project scope:

* This project will focus on -

- 1) Analyzing the current admission process to identify pain points.
- 2) Gathering feedbacks from applicants and administrative staff.
- 3) Designing solutions to simplify and accelerate the process.
- 4) Implementing a more user-friendly online application portal.

5) Reduced stress & improved mental well-being among applicants.

* Deliverables :

- 1) A comprehensive report outlining identified issues in the current admission process.
- 2) A redesigned, intuitive online application platform.
- 3) New guidelines and communication strategies for the admission office.
- 4) Training Sessions for staff on the new process.

* Timeline :

- Phase 1 (Month 1-2) : Research & analysis of current issues.
- Phase 2 (Month 3-4) : Development of solutions & redesign of the application portal.
- Phase 3 (Month 5) : Implementation and Testing.
- Phase 4 (Month 6) : Training & full-scale launch.

* Resources :

- 1) Project team comprising IT specialists, admission staff, & a UX designer.

- 2) Budget for software development & training materials
- 3) Feedback from students who have recently gone through the admission process.

* Expected Outcome :

- By the end of the project, the admission process will be significantly improved, resulting in a smoother, faster, and more transparent experience for applicants, with a corresponding reduction in workload and stress for administrative staff.