** MINISTRY OF EDUCATION AND TRAINING**

**FPT UNIVERSITY**

Capstone Project Document

Student Finance Management

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| **Capstone Project code** |  |

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# Report No. 1 Introduction

## Project Information

* Project name: Student Finance Management.
* Project Code:
* Product Type: **Website**
* Start Date: **September 7th, 2015**
* End Date:

## Introduction

Currently at the FPT University, the financial management of students is conducted by the helpful of the Excel files. The using Excel offers many inconveniences to the accountant in input data processing, searching or monitoring the financial situation of the student. Besides, although FPT had to send mail notification before each semester about tuition fees must be paid, but these messages often very general unclear and inappropriate with each students.

Realizing the difficulties, we have built a system "Student Finance Management". ~~Our system provides the most convenient for the user~~.By accessing to the system, the accountant can easily enter, manage, search and render reports on the financial condition of each student. Students can use the system to keep track of your financial. Periodically time, the system will automatically send notifications to students about the fees which must pay for school.

## Current Situation

Currently at the FPT University, the financial management is done with the helpful of the Excel. Accounting staff will enter data of students into the Excel. Then, they use the calculation functions available in Excel to make the fees should pay or other. Based, the school will send mail to each student informed about the fees that students must pay.

Hiện nay tại trường ĐH FPT, thông tin cũng như kết quả học tập của từng sinh viên sẽ được phòng CTSV và phòng Đào Tạo lưu trữ vào file Excel rồi gửi về cho phòng kế toán. Nhân viên kế toán sẽ tổng hợp các file Excel đó rồi nhập thông tin vào file Excel của mình. Sử dụng các công thức tính toán đã tạo sẵn để đưa ra khoản học phí của từng sinh viên cần đóng cũng như là kết hợp với thông tin từ ngân hàng để biết được tình trang đóng tiền học phí của sinh viên.

## Problem Definition

Because all the information about the financial status of the student is saved on Excel, that should be lead to entering data, search and follow becomes very difficult and time-consuming. If the employee's computer meets the mistake, all the data can be lost. Sending mail notification tuition mostly uses a common mail form, not suitable for each student.

Có thể nhận thấy với cách quản lý hiện nay tại trường ĐH FPT như đã nêu ở mục trên thì nhân viên kế toán sẽ mất khá nhiều thời gian để chờ thông tin từ phòng CTSV, phòng Đào Tạo và Ngân Hàng. Bên cạnh đó thời gian tổng họp dữ liệu rồi nhập vào file Excel cũng sẽ tốn rất nhiều thời gian. Việc theo dõi và thống kê tình trang tài chính của từng sinh viên từ đó cũng trở nên phức tạp hơn rất nhiều. Vì tất cả các thông tin đều nằm trên file Excel nên nếu có sự cố gì xảy ra với máy tính của nhân viên kế toán thì mọi thông tin có thể mất hết.

## Proposed Solution

To resolve these difficulties, we build system which called "Student Finance Management". The system provides the convenience for accounting staff in data entry, searching, tracking and reporting output. Based on the data entered, the system will use reasonable and announced plans to charge fees for each student then will periodically send mail to each student to notice the fees pay for the new semester.

~~Dua ra quy trinh de xuat …~~

The Student Finance Management will have following functions :

### Feature functions

* The system allows school staff can easily to enter information as well as the financial situation of students by using the form on the screen or imported from excel file available. Besides that can manage, search and track financial status of each student.
* Students can log in the system to keep track of their financial situation.
* The system will automatically send periodically mail to students as well as families of students know about the tuition fees for the semester should play (block) coming next.

### Advantages and disadvantages

The advantages and disadvantages of the proposed solution:

* Advantages:
* Easy to enter data, searching, management and follow financial situation of students
* Automatically scheduled charge fees for each student.
* Automatically send mail notification about course fees for students with the most relevant contents.
* Disadvantages:
* Currently, it just apply for FPT University.

## Functional Requirements

Function requirements of the system are listed as below:

### Manager Component

* Created initial data for the system: the type of student, fees each semester, the student's status ...
* Search, monitoring financial status of students.

### Staff Component

* Entering data of students.
* Follow financial situation of students.

### Student Component

* Follow the financial situation of themselves.

## Role and Responsibility

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| --- | --- | --- | --- | --- |
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Table 1: Roles and Responsibilities