**INSTALLATION OF LOAN MANAGEMENT FOR TANZANIA EDUCATION AUTHORITY**

**TERMS OF REFERENCE**

1. Installation of Linux Operating System (Ubuntu 16.04)

2. Installation of Apache Web Server

3. Installation of MYSQL Database

3. User management module

-Creation of user groups

-Creation of users

- Assign user roles

-Deactivate user

-Change password

4.Client management module

-Register client information

-Edit client information

-Register client groups

-Assign client to groups

5. Loan management module

-Customization of Loan Products

-Loan calculator

-Loan application

-Loan evaluation

-Loan approval

-Loan disbursement

-Loan repayment

6.Finance management module

-Close and Open year

-Account Chart

-Journal entry

7.Messaging management module

-Loan reminders through emails

8.Report Module

A) Loan reports

-Loan statements

-Loan repayment schedule

-Interest and Penalt

-Loan balance

-Loan Arrears

-Maturity report

-Classification report

-Loan transaction

-Loan prepayment balance

B) General ledger and Financial Statement

-Balance Sheet

-Income Statement

-Trial Balance

-General ledger

C) Client

-Client profile

-Client list

-Registration fee

D)Journals Transaction

-Member registration

-Received money

-Loan receivable

-Journal entries