**Training Institution**

1. Setup: Trainee Type Entry------ Trainee Type No field need to removed.
2. Setup: Expertise Entry menu need to remove.
3. Training Requisition: Trainee from —Outside option no needed. If Others department requisition sent than that requisition goes to consider panel.
4. Calendar setup: Description Field not mandatory & Training field level will be renamed as Course title.
5. Training Information menu no need to extra menu. All training information will be in Calendar setup. -2hrs
6. Training information: Training category level will be Course Title & For whom level—Multiple select option will be required. -2hrs(backend first)  
   নথি নং field required. -30mins(backend)
7. Assign Department: All option required in Department level. -3hrs(backend)
8. Training Schedule: Training total cost level will be per participant cost & Calendar level drop down no need, automatically show required. -2hrs

Trainer Assign---- Subject level required.

1. Required Training Schedule will be sub menu in setup. (backend)
2. Training Schedule: Entry: Trainee Assign---- all option required in search. -2hrs
3. Trainee Attendance: Required All date show in Attendance list. -5hrs
4. Bill preparation: Vat will be editable not fixed. -3hrs  
   Trainee bill entry--- In bill list session will be day & day will be Editable. -2hrs  
   Trainer entry-- Training Session level will be Number of Session.   
    Stuff bill entry--- Session level will be day.
5. Report:

* Trainer bill, Trainee bill, stuff bill all format same for report  
  প্রশাসনিক কর্মকর্তা will be প্রশাসনিক কর্মকর্তা/ইন্সটাক্টর(টেক:/অপা:) in pdf report.
* In stuff bill report duration will be show
* Designation will be show in trainer bill report
* Course name required in trainee bill report
* Certificate report format will be as like as cpa format
* ছাড়পত্র report --- সংশ্লিষ্ট বিভাগ অনুযায়ী authority হবে
* Training Calendar report: Training Type wise in individual page.

**Complete Date: 24-Aug-21**