

HOW DOES OSIM WORKS.

The system is designed to be configurable to any university in Tanzania, therefore the configuration of the following items has to be made first, for the system to function and operate properly at a respective college.

Campuses, Semester structure, all academic years, programs, courses, sponsor categories, classes-stream-sessions generation, student information importation.

ACADEMIC YEAR REGISTRATION.

First Semester.

=>Manual registration.

- Admission officers updates the status of the student of admitted or reported.
- Accounts officers collect the bank slip and updates the payment in the system.
- New students go to the photo booth to take an identity card photo.
- All photos are uploaded to the respective student accounts.
- Student goes to the admission office to collect their identity cards.

=>Automated registration.

- Student makes online tuition fee payment.
- For new students, the student registers online for their accounts.
- For continuing students, the student logs in their accounts.
- Student submits the transaction code for the payment.
- Submit all certified certificate scan in the system.
- The system updates student fee account.
- Accounts officer confirms the payment in the system.
- For new students, their certificates will be checked by the admission officers.
- The new student goes to the photo booth to take an identity card photo.
- Student goes to the admission office to collect their identity cards.

Second Semester.

=>Manual registration.

- Students submit their fee payment receipt to accounts.
- Accounts officers collect the bank slip and updates the payment in the system.

=>Automated Registration.

- Students submit the transaction code for the payment.
- Accounts officers confirm the payment in the system.

ACADEMIC MODULE MANAGEMENT.

- Setup academic officer and coordinator for each faculty.
- Register all modules for each course in the system.
- Configure/set all grading system to their respective programs.
- Assign all modules to classes of respective programs and courses.
- Assign grading system to their respective classes.
- Register all academic staff members in the system.

- Assign all academic staff to their respective modules which they teach.
- Upload course results to the system with drag and drop method.
- Configure results viewing on each classes at all levels.
- Configure results release control in the system, disable results editing features.

STUDENT FEE PAYMENT MANAGEMENT.

- Setup students fee payment methods.

=>Manual fee payments management.

- Manual entry of students fee payments.
- Generation of fee payment receipt.

=>Automated fee payments management.

- Student pay fee in the bank, the bank provide the student with sealed transaction codes.
- Student pay fee through mobile money by submitting his/her registration number in mobile money transaction and mobile money service provider replies with transaction code.
- The student submits the transaction code in his/her account online and immediately the financial ledger of the student updates.

IDENTITY CARD MANAGEMENT.

- Setup identity card template.
- Select the list of students you want to generate their identity cards.
- Print/Download identity cards for the selected students.

HOSTEL MANAGEMENT.

- Add all hostels and their respective block in the system.
- Setup hostels fee payments structure
- Student may start applying for the rooms.
- The system will select all eligible students to their rooms.
- The dean/warden of the respective hostels/block will approve the student.

TIMETABLE MANAGEMENT SYSTEM

- The system registers automatically all classes' streams and session.
- Register all available venues.
- Define time schedules for each modules for each class and venues.
- The system generates the timetable for the entire semester.

REPORT MANAGEMENT

-After all data are in the system, academic staff and other administrators are able to print reports depending with their privileges.