**Campus Management System Requirements:**

**Loyola International School, Doha Qatar**

Campus Management System is a platform for us to stay connected to all our students and parents at any point of time. The system should be user friendly and robust to large numbers of users using the system at a time. The look and feel of the system should be impressive and customizable. Any changes that may be required in future should be done in requested time frame. Different kinds of users and their functionalities are briefly described below:

**As a Student:**

1. Profile with following details:
2. Personal Profile

* Name ( done)
* Mother Name ( done)
* Father Name ( done)
* Admission number ( done)
* Roll number ( done)
* Sex ( done)
* Date of birth( done)
* Date of joining( done)
* Country ID( not done)
* Nationality ( done)
* Passport Number ( done)
* Date of Issue ( done)
* Date of Expiry ( done)
* Class ( done )
* Section ( done)
* Estimated year of completion.( not done)
* Primary E-mail ( done)
* Secondary E-mail ( done)
* Primary Contact Number ( done)
* Mother Country ID ( done)
* Student Height (done)
* Secondary Contact Number( done)
* Address ( done)
* Father Occupation ( done)
* Father Country ID ( done)
* Mother Occupation ( done)
* Student weight ( done)
* Username ( done)
* Password ( done)
* Passport size Photo ( done)

1. Fee details ( done)
2. Attendance ( done)
3. Exam results (
4. Notifications – For any school updates ( done)
5. Circulars – Soft copy of circulars to be uploaded ( uploading facility not done)
6. Dairy – Regular information of class work and home work. ( done)
7. Messages – any individual message from school ( done)
8. Leaves – Leave requests ( done)
9. Assignments ( done)
10. Academic calendar ( not done)
11. Time table ( done)

Gallery – Photos and videos ( not done )

Ideas Corner – Sharing ideas ( not done)

Upcoming Events – Announcements of upcoming activities (done)

Q & A Desk – for interaction between student and teacher (not done)

**As an admin:**

1. Adding and deleting different types of users.

* Students ( done)
* Principal ( done)
* Teacher ( done )
* Office Head ( not done)
* Admin (done)

1. Importing multiple student data.( done)
2. Upgrading student to next class (as a whole).( done)
3. Import Student attendance. ( we are using a different system )
4. Import multiple staff details. ( done)
5. Import multiple student profile pictures.( not done)
6. Exporting all the student data.( done)
7. Messages

* Individual and group Email. ( done)
* Individual and group SMS.( done)

1. Notifications

* Adding, editing and deleting a notification: ( done)
* Entire school notifications ( done)
* Class wise notifications( not done) Sunday 15th deadline
* Staff notifications( not done) Sunday 15th deadline
* Office notifications( done)
* Exam notifications( done)

1. Fees management

* Adding fees to students.( done)
* View Student fees due lists ( done)
* Able to add discount on fees to students.
* Print fee receipts.
* Exporting all the fee details to a spread sheet.

1. Adding subjects.
2. Able to add school calendar.
3. Able to create Time –tables.
4. Create classes, Sections.
5. Uploading PDF’s
6. Manage exams

* Exam time-tables
* Exam results

1. Annual report card of student
2. Gallery

* Photos
* Videos

1. Must be able to show requests of :

* Transfer certificates
* Id card

20. Able to add student polls.

**As an office login:**

1. Fees management:

* Add fees to students
* Print fee receipts
* Add fee discount to students
* View fee due reports
* Export fee details to spread sheet
* Export fee due list to spread sheet

1. View all student data
2. View all staff data
3. View request of

* Transfer certificates
* Id card

1. View gallery
2. Add , edit and delete office notifications
3. View all other notifications
4. View school calendar

**As a Principal:**

1. View all student data
2. View all staff data
3. View request of:

* Transfer certificates
* Id card

1. View gallery
2. View all notifications
3. View school calendar
4. View fees details
5. View exam time-tables
6. View exam results
7. View and grant leave request
8. View school dairy
9. View PDF’s
10. View and send

* SMS
* Email

1. View class time-tables
2. View student polls

**As a teacher:**

1. View all student data ( DONE)
2. View all staff data ( DONE)
3. View request of:
4. Transfer certificates ( NOT DONE)
5. Id card ( DONE)
6. View gallery ( NOT DONE)
7. View all notifications ( DONE)
8. View school calendar ( DONE)
9. View fees details ( DONE)
10. View exam time-tables ( NOT DONE)
11. View exam results ( DONE)
12. Leaves

* Apply
* View leave balance
* View status of leave applied

1. View school dairy
2. View PDF’s
3. View and send ( DONE)
4. SMS ( DONE)
5. Email ( DONE)
6. View class time-tables ( DONE)
7. View student polls ( NOT DONE)
8. Able to answer the questions posted by students in the Q & A desk.