

# REPORTS TO BE GENERATED (Role-wise)

## A. Super Admin Reports

Since the Super Admin has system-wide authority, their reports operate at a global level.

### 1. College-wise Activity Report

- a) Number of active/inactive colleges
- b) Number of users approved/pending
- c) Summary of activity logs

Data Source: *Institute, User, Activity\_Log*

### 2. System Activity Log Report

- a) Which teacher performed which actions? (create, submit, approve, reject)

Data Source: *Activity\_Log*

### 3. Global Course File Statistics Report

- a) Total course files created
- b) Summary of approval stages

Data Source: *Course\_File, Approval*

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## B. College Admin Reports

The College Admin manages the complete structure of their college.

### 1. Department-wise Report

- a) Total number of departments
- b) HOD assignment details

Tables: *Department, Teacher*

### 2. Pending User Approval Report

- a) List of teachers awaiting approval

Tables: *User, Teacher*

### 3. Course Structure Report

- a) Program → Branch → Semester → Course mapping summary

Tables: *Program, Branch, Semester, Course*

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## C. HOD Reports

HOD reports are critical because they validate academic course files.

## 1. Teacher-wise Course File Status Report

- a) Draft / Submitted / Under Review / Approved / Rejected  
Tables: *Course\_File, Teacher, Approval*

## 2. Course-wise Completion Report

- a) Which headings/documents are fully uploaded  
Tables: *Heading, Document*

## 3. Department Review Summary

- a) Which course files passed or failed first-level approval  
Tables: *Approval*

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## D. Subject Head Reports

### 1. Heading Completion Report

For their assigned course:

- a) Count of completed major + sub-headings
- b) Count of pending items  
Tables: *Heading, Document*

### 2. First Approval Remarks Report

Table: *Approval (stage = "Subject Head Approval")*

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## E. Teacher Reports

### 1. My Course File Progress Report

- a) Completion percentage of each heading  
Tables: *Heading, Document*

### 2. Comments & Feedback Report

- a) Summary of feedback from Subject Head / HOD  
Table: *Comment*

## F. Auditor Reports

### 1. Audit Summary Report

- a) List of approved course files
- b) Audit remarks

Tables: *Approval (stage = "Audit")*, *Course\_File*