



USER MANUAL

Developed for:

**COMPREHENSIVE DATABASE MANAGEMENT
SYSTEM**

Developed by:

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USER MANUAL

1. Introduction

1.1 Project Overview

Comprehensive Database Management System is a web-based application developed to efficiently manage and maintain asset and faculty records within an organization. This system enables users to **easily add, update, and track asset entries and faculty details**, ensuring data accuracy, centralized access, and streamlined operations. It enhances administrative productivity by reducing manual work and providing a **user-friendly interface for database management**.

1.1.1 Why This System?

In traditional asset and faculty management practices, records were maintained manually or through scattered spreadsheets, leading to data inconsistencies, difficulty in updates, and limited accessibility. To overcome these limitations, the **Comprehensive Database Management System** was developed to:

- Provide a centralized platform for managing assets and faculty information.
- Allow real-time updates and retrieval of records.
- Ensure data accuracy and eliminate redundancy.
- Offer secure, role-based access to prevent unauthorized modifications.
- Enable efficient reporting and auditing for administrative purposes..

1.1.2 Key Features of the System

- **Asset Management** – Allows users to add, update, and track institutional assets such as equipment, tools, and resources.
- **Faculty Management** – Enables administrators to maintain detailed records of faculty including designation, department, and assigned responsibilities.
- **Role-Based Access Control** – Ensures secure access for different user roles such as administrators, department heads, and data entry staff.
- **Real-Time Updates** – Any changes to asset or faculty records are reflected immediately across the system.
- **Search and Filter Functions** – Users can easily search for specific records or filter by department, category, or status.
- **Data Backup & Integrity** – Regular backups and validation mechanisms are in place to ensure data reliability.
- **Report Generation** – Administrators can generate customized reports for audits, reviews, or internal assessments.

1.1.3 Technologies Used in the Project

The system is built using modern web technologies:

Technology	Purpose
ReactJS	Frontend framework for UI development
Axios	API communication and data fetching
React Router	Navigation and page transitions

Technology	Purpose
Context API	Global state management
IIS	Deployment and hosting on Windows Server

1.2 Purpose of the Document

This **User Manual** serves as a **detailed guide** for developers, maintainers, and administrators involved in the system's frontend implementation. The document aims to:

- **Provide a structured overview** of the frontend architecture, explaining key components and their roles.
- **Describe API integrations**, including authentication, complaint management, and notifications.
- **Explain the deployment process on IIS**, including configurations and troubleshooting steps.
- **Document state management strategies**, error handling, and best practices for UI development.
- **Assist developers and IT teams** in maintaining and upgrading the system efficiently.

This document will act as a **reference manual** for future improvements and debugging processes.

1.3 Scope and Audience

The document is intended for multiple stakeholders, including:

1.3.1 Developers & Software Engineers

- Understanding **frontend architecture, component structure, and state management**.
- Modifying or adding new features.
- Debugging common frontend issues.

1.3.2 System Administrators & IT Support

- Deploying and maintaining the **frontend on IIS**.
- Managing server configurations and performance monitoring.
- Troubleshooting deployment-related issues.

1.3.3 Quality Assurance (QA) Engineers

- Testing **UI components, API interactions, and form validations**.
- Identifying **UI inconsistencies, performance issues, and security vulnerabilities**.

1.3.4 End-Users & Stakeholders

- Understanding the **functionalities of the system**.
 - Providing feedback for **usability improvements**.
-

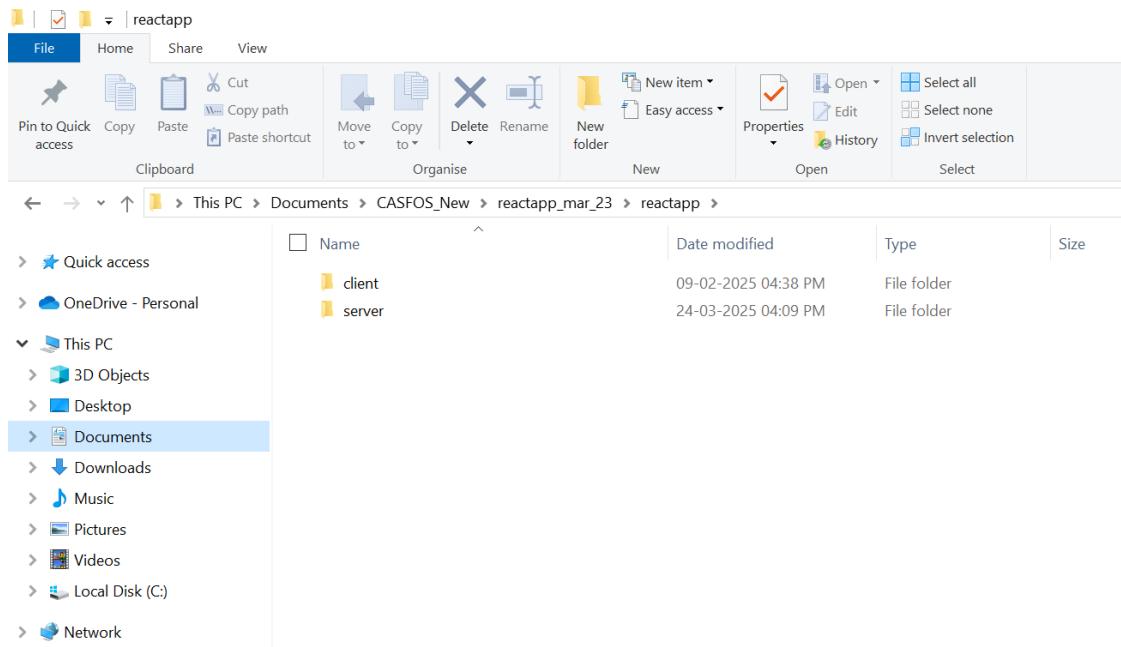
2. Files & Folders Structure

2.1 Explanation of src/ Directory

- The software project is organized into two main directories: **client** and **server**. Each folder serves a specific purpose in the application's architecture. Below is a breakdown of the contents and functionality of each:

1.Client (Front End UI)

2.Server(Back End Code)

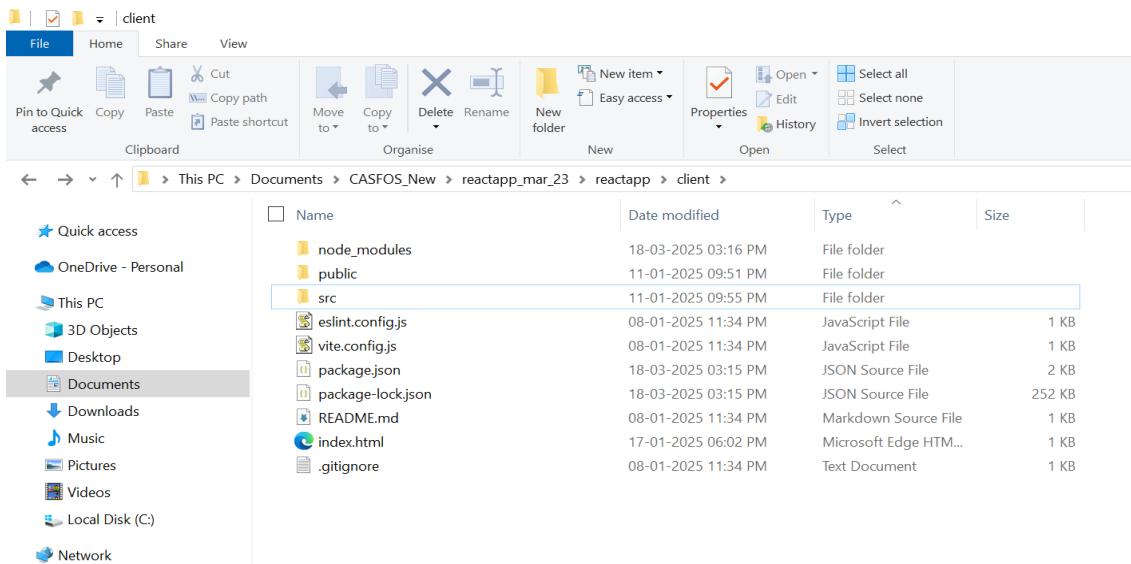


2.2 Client Folder

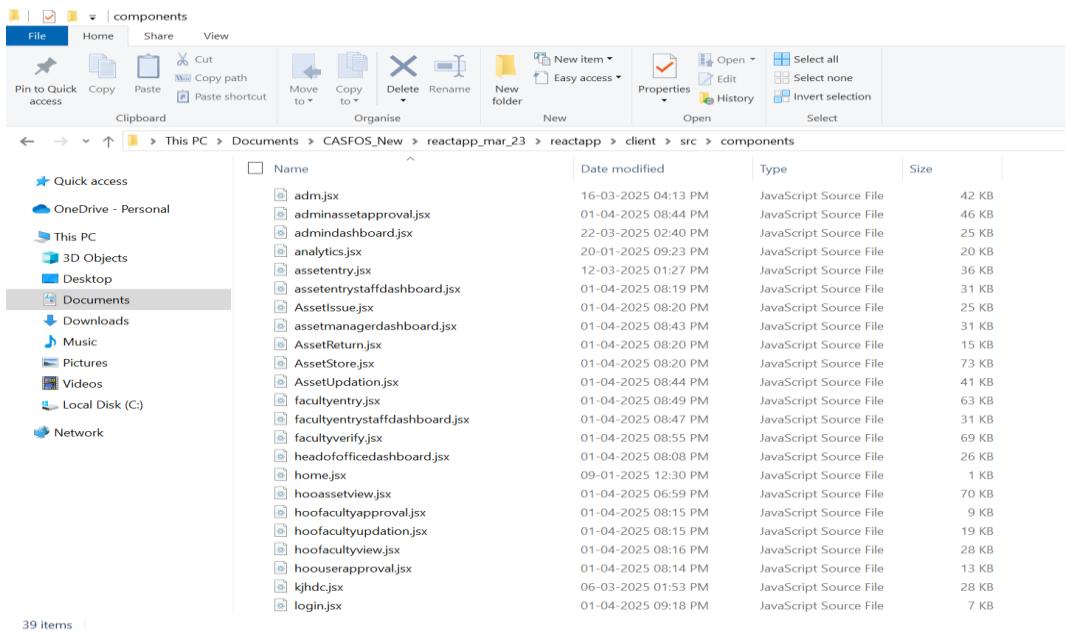
The **client** directory contains all the frontend (user interface) code built using React.js. It is responsible for rendering the UI and interacting with backend APIs.

2.2.1 Subfolders and Files:

- public/-** Contains static files such as index.html, favicon, and other assets that are publicly accessible. This is the main HTML shell loaded by the React app.
- src/components/-** This folder contains all reusable React components used to build the user interface. Each component may include its own .js file and associated styling.
- package.json**- This file manages all the frontend dependencies, scripts, and project metadata. It lists all required npm packages and configurations for running the React application.



- **components/** - This folder contains all the User Interface code for front end application include asset and faculty management.



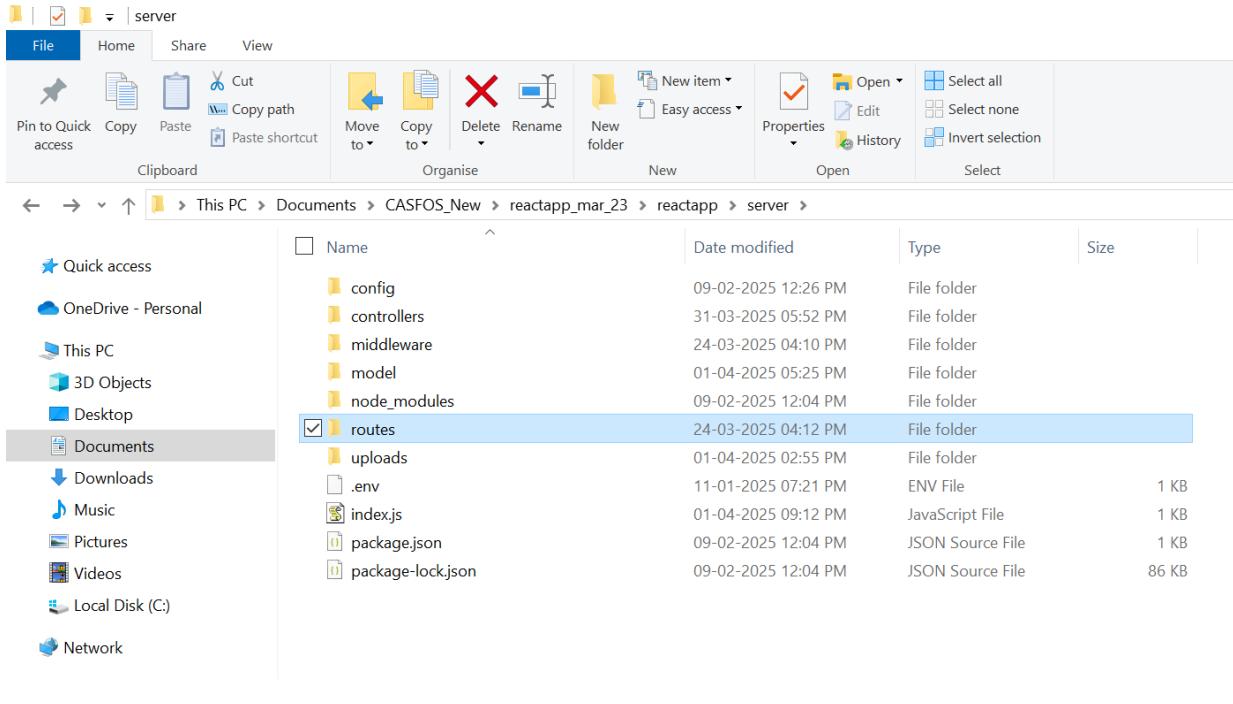
2.3 Server Folder

- The **Server** directory contains the backend logic written in **Node.js** with **Express.js**. It handles API routing, database operations, and application logic.

2.4 Subfolders and Files:

- **config/** - Includes configuration files, such as database connection settings (e.g., `db.js` for MongoDB connection).
- **controllers/-** Contains functions that handle the core logic for different routes (e.g., handling asset or faculty-related requests). These are linked to route files and define how the server responds to client requests.

- **middleware/-** Custom middleware functions, such as authentication checks, error handling, or logging, are placed here to be used across the server.
- **components/-** (Optional and usage-specific) Could contain reusable backend logic, utility functions, or services.
- **routes/-** Defines API endpoints that map to corresponding controller functions. For example: (assetRoutes.js ,facultyRoutes.js ,userRoutes.js)
- **index.js-** This is the **entry point of the server application**. It sets up the Express app, connects to the MongoDB database, and starts the server on a specified port.



3. Functionalities & User Interface

3.1 Login and Registration Page

Purpose:

- The Login Page allows authorized users to securely access the system based on their assigned roles. It ensures role-based redirection to appropriate dashboards upon successful authentication.

3.2 Interface Overview:

3.2.1. Role Selection:

- A list of roles is presented as radio buttons on the left side of the page.
- Available roles:
 - **Head of Office**
 - **Principal**
 - **Asset Manager / Entry Staff**
 - **Faculty Entry Staff / Superintendent**
 - **Viewer**

Note: If a combined role (e.g., Asset Manager/Entry Staff) is selected, the system will internally verify the exact role after entering the username.

3.2.2 . Login Form Fields:

- Username: -Enter your assigned username (case-sensitive).
- Password:-Enter your password. You can toggle visibility using the eye icon (□).

3.3 How to Log In:

1. Select your role from the radio button options.
2. Enter your username and password in the respective fields.
3. Click the Login button.

While logging in, a loading indicator will appear to prevent multiple submissions.

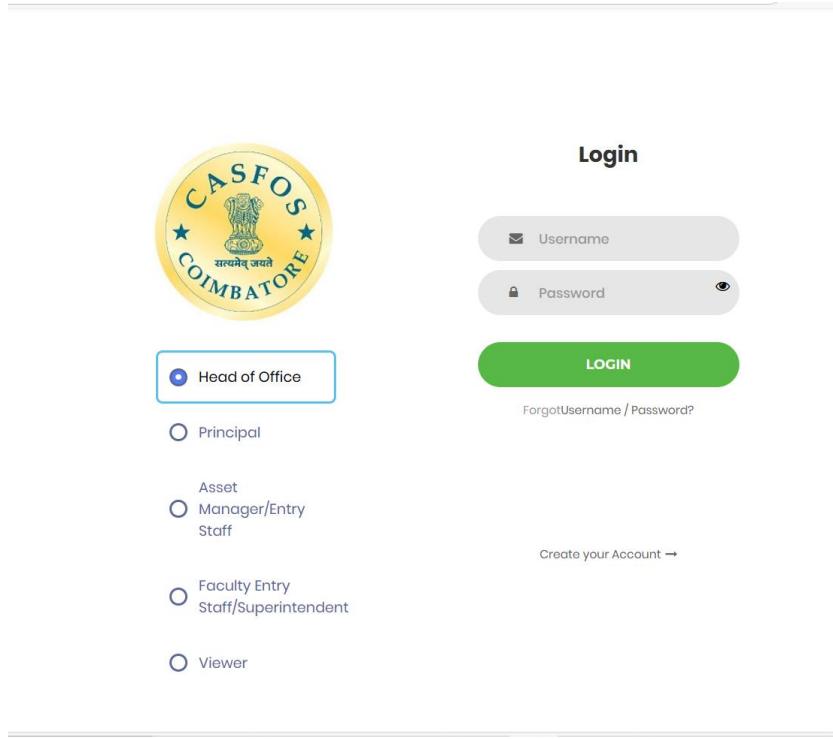


Fig-1 Login Page

3.4 Additional Features:

- **Create Account:** New users can click “Create your Account” to navigate to the registration page.
- **Show/Hide Password:** Toggle the visibility of the password field for ease of entry.
- **Forgot Username/Password:** A placeholder link is available for recovery (if implemented).

Fig-2 Registration Form For New User(All Roles)

4. Store keeper

4.1.Login and Navigation(Dashboard):

After logging in, users will be greeted with the Asset Manager Dashboard view. A persistent sidebar is available for navigation across the following pages:

- Home (Dashboard)
- Asset Store & Issue
- Asset Return
- Asset Update
- Asset View
- Logout

4.2.Notification Panel:

Purpose:

- To display recent asset-related actions, including approvals and rejections.

Features:

- Expandable rows to view details like asset name, type, year, location, and action time.
- Clear All button to remove all notifications.
- Remove the single notification option.
- Dynamic background:
- (i)Approved actions: Green
- (ii)Rejected actions: Red

The screenshot shows the 'STOREKEEPER' dashboard. The top navigation bar includes 'Dashboard', a user icon, and 'storekeeper'. The left sidebar has links for 'Home', 'Asset Store', 'Asset Issue', 'Asset Return', 'Asset Update', 'Asset View', and 'Logout'. The main content area has a blue header 'Central Academy for State Forest Service – Asset Management System'. Below it, a section titled 'About Us' contains text about the Central Academy for State Forest Service, Coimbatore, and a small image of the building. Another section titled 'History of the Academy' is partially visible at the bottom.

Fig-Notification and Analytical Panel

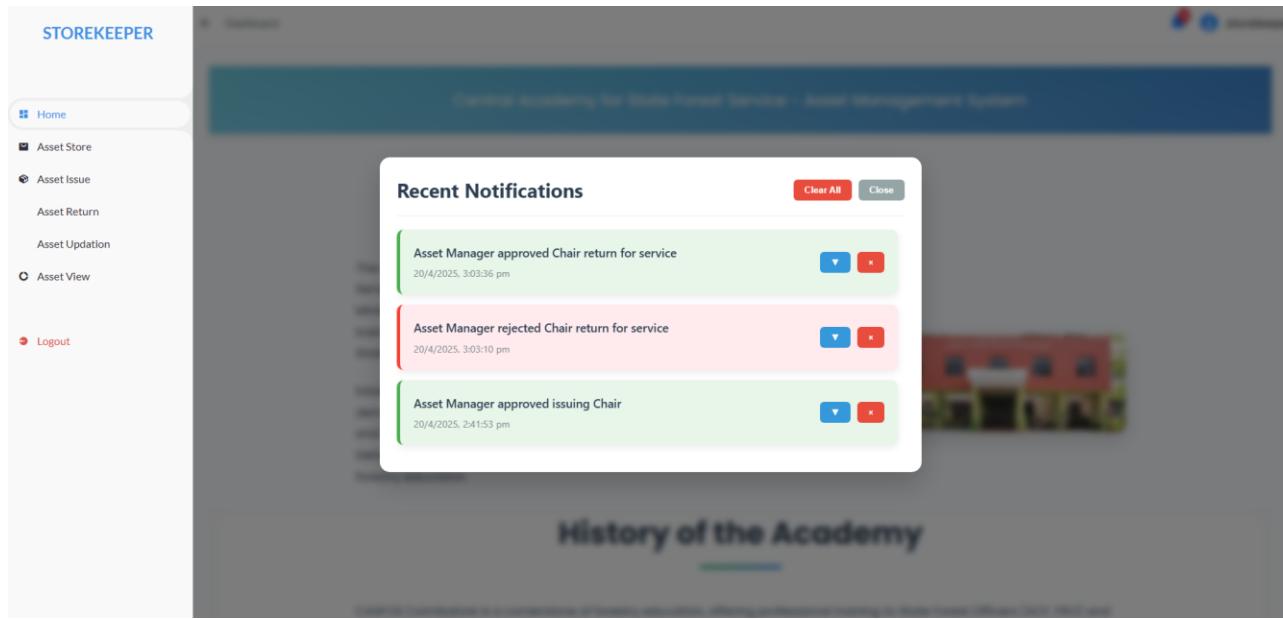


Fig-Notification and Analytical Panel

4.3 Asset Entry:

4.3.1.Store /Receipt Entry

- This section allows users to record the receipt or store issue of a new asset. Start by selecting the asset type (**Permanent or Consumable**) and category (e.g., Computer, Furniture etc..).
- Then, choose the specific item with its name, subcategory, and description. Input quantity and relevant details like bill number, purchase value, and item condition.
- For permanent items, a unique ID is generated. You can also upload item images and purchase documents.
- Click **Submit** to save the entry.

Asset Management System		
Asset Type:	Asset Category:	Entry Date:
Consumable	IT	dd-mm-yyyy
Purchase Date:	Supplier Name:	Supplier Address:
dd-mm-yyyy		
Source:	Mode of Purchase:	Bill No:
Select Source	Select Mode	
Bill Photo:	Received By:	
<input type="button" value="Choose File"/> No file chosen		
Items		
Item Name:	Quantity Received:	
	0	
Item Description:	Total Price:	Item Photo 1:
	0	<input type="button" value="Choose File"/> No file chosen
Unit Price:	AMC From Date:	AMC To Date:
0	dd-mm-yyyy	dd-mm-yyyy
AMC Cost:		0

Fig -Store/Receipt Entry Tab

4.3.2. Returned Assets

- It Used for logging assets that are being returned after use or for repair. Select the asset category and item from the list.
- You'll need to fill in details like return reason, return condition, return date, and optionally upload signed return receipts.
- If the asset is permanent, the asset ID must be selected.
- Upon submission, the item is marked as returned and ready for servicing or reuse.

The screenshot shows the 'STOREKEEPER' application interface. On the left is a sidebar with navigation links: Home, Asset Store (which is selected), Asset Issue, Asset Return, Asset Updation, Asset View, and Logout. The main content area has a header 'Asset Management System' with tabs: Store/Receipt Entry, Returned Assets (selected), Serviced/Maintenance, Condemnation, and Building Upgrade. Below the tabs is a form for managing a returned asset. The form includes fields for Asset Type (set to Permanent) and Asset Category (with a dropdown menu labeled 'Select Category'). A preview section shows a blue box labeled 'Chair' with the status 'Permanent'. Below this, detailed asset information is listed: Category: Furniture, Sub Category: Wood, Description: normal chairs, Returned From: hostel, Item ID: ch1008. There are dropdown menus for Condition (set to 'To Be Serviced') and Remark (with placeholder 'Enter remark'). A large blue button labeled 'Download Receipt' is present. At the bottom, there are fields for 'Signed' (with a 'Choose File' button) and 'Receipt' (with a file input field showing 'No file chosen'). A 'Done' button is at the bottom right. The top right corner of the main window shows the user 'storekeeper'.

Fig -Return Assets Tab

4.3.3.Serviced/Maintenance

- This feature logs assets that were sent for servicing or maintenance.
- Choose the appropriate asset and enter the service center name, service start and end dates, amount spent, and remarks.
- You can update item condition post-service and upload supporting documents like bills or receipts.
- Once the information is complete, click Submit (or Update for rejected assets) to save the maintenance record.

Asset Management System

Asset Type: Permanent Asset Category: Select Category

Item: Select Item

Service No: Service Date: dd-mm-yyyy Service Amount: 0

Select Servicable Item IDs:

Submit

Fig -Serviced/Maintenance Tab

4.3.4. Condemnation/Disposal

- Assets that are no longer usable or need to be discarded can be recorded here.
- Choose the item and enter details like quantity to be disposed of, book value, inspection and condemnation dates, and final disposal value.
- For permanent assets, you must also select the IDs of the items being condemned. Remarks and relevant supporting documents can be added. Hit Submit to finalize the condemnation process.

Asset Management System

Asset Type: Permanent Asset Category: Select Category

Item: Select Item Method of Disposal: Select Method

Available Quantity: 0 Disposal Quantity: 0 Purchase Value: 0

Book Value: 0 Inspection Date: dd-mm-yyyy Condemnation Date: dd-mm-yyyy

Disposal Value: 0 Remark:

Select Disposable Item IDs (Available: 0, Selected: 0):

Submit

Fig -Condemnation Tab

4.4 Asset Issue:

4.4.1.Asset Issue:

The Issue tab allows users to record the issuing of assets to staff or departments. This tab is typically used by asset managers or administrative users responsible for allocating equipment or inventory. To issue a new asset:

- Click the "Add Issue" button to dynamically create a new issue form row.
- Fill in all required asset details such as:
 - Item Name, Asset Type, Category, and Sub-category
 - Item Description, Issued To (name of recipient), Location, and Quantity
 - Optionally include item identifiers (e.g., serial numbers)
- Once all fields are filled in, click the "Submit" button to finalize the issue.
- The system generates a receipt PDF for each issue record, which will be made available in the Acknowledge tab.

Users can add multiple issues before submitting them together. This helps manage bulk asset issuance in an efficient and traceable manner.

The screenshot shows the 'Asset Management System' interface. On the left, there's a sidebar with 'STOREKEEPER' at the top, followed by a navigation menu with options: Home, Asset Store, Asset Issue (which is selected and highlighted in blue), Asset Return, Asset Updation, Asset View, and Logout. The main content area has tabs for 'Issue' (selected) and 'Acknowledge'. Below the tabs, there's a section titled 'Asset Management System' with three dropdown menus: 'Asset Type' (set to 'Permanent'), 'Asset Category' (set to 'Select Category'), and 'Item' (set to 'Select Item'). There's also a text input field 'In Stock' with the value '0'. At the bottom of this section is a button labeled 'Issue Details' with two buttons: '+ Add Issue' and 'Submit'.

Fig- Asset Issue Tab

4.4.2.Asset Acknowledgement:

The Acknowledge tab is where recipients or responsible users confirm that they have received the issued assets by uploading signed receipts. This step is critical for audit trails and accountability.

For each issued asset listed:

- View detailed asset information including name, category, quantity, recipient, and item IDs.
- Click the “Download Receipt” link to get the auto-generated system receipt (PDF format).

- If the asset is not yet acknowledged:
 - Upload a signed receipt in PDF or image format using the file input.
 - Once uploaded, click the “Done” button to mark the issue as acknowledged.
 - The uploaded file will be stored and linked to the issue record.
- If already acknowledged:
 - A “View Signed Receipt” link is displayed, allowing users to verify or download the uploaded file.
 - The asset’s acknowledgment status will be shown as “Acknowledged”.

This tab ensures that all issued assets have verified documentation and helps track pending acknowledgments effectively.

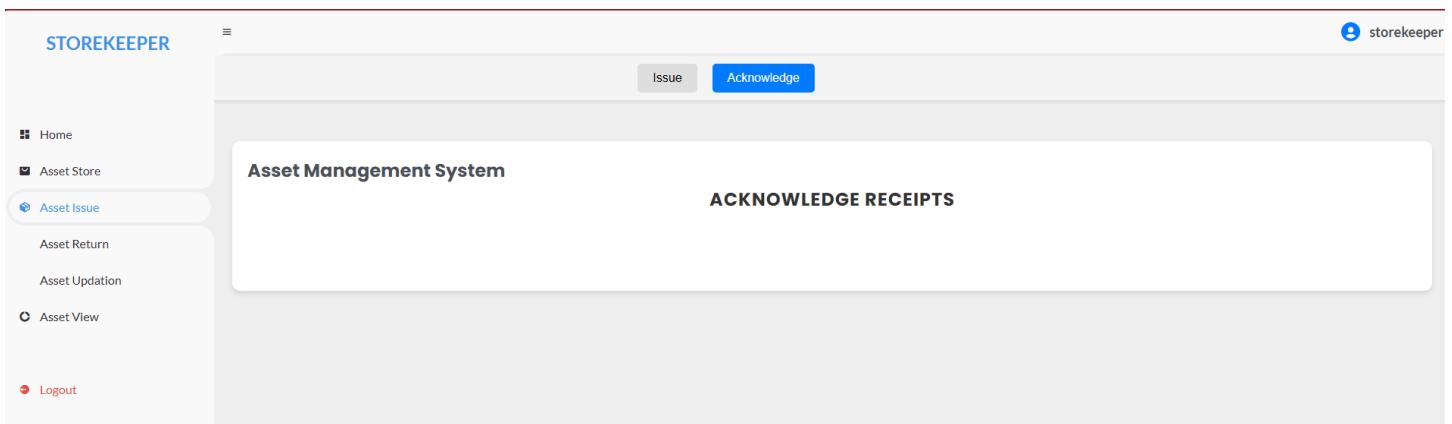


Fig- Asset Acknowledgement

4.5 Asset Return

The Return tab allows users to record the return of assets that were previously issued. This is used by asset managers or relevant staff to ensure proper tracking and update of asset status in the system.

How to Return an Asset

1. **Click “Add Return”**
 - Adds a new row to the form for returning an asset.
 - You can add multiple assets before submitting.
2. **Enter Return Details**
 - Required fields include:

- **Item Name, Asset Type, Category, Sub-category**
- **Return Type (Permanent or Consumable)**
- **Returned By, Location, Quantity**

3. Select Condition

- Choose the asset's condition (e.g., Good, Damaged, Not Working).
- If "Others" is selected, a text input will appear for custom notes.

4. Upload Signed Receipt (If Applicable)

- Some returns may require uploading a signed PDF as proof.

5. Click "Submit"

- Finalizes the return and updates the system record.

The screenshot shows the 'Asset Management System' interface. The left sidebar has a 'STOREKEEPER' header and links for Home, Asset Store, Asset Issue, Asset Return (which is highlighted in blue), Asset Updation, Asset View, and Logout. The main content area is titled 'Asset Management System' and contains fields for Asset Type (Permanent), Asset Category (Select Category), Item (Select Item), Location (Select Location), Issued Quantity (0), and Return Quantity (0). There is also a checkbox labeled 'Select All' and a 'Submit' button at the bottom.

Fig -Asset Return

4.6 Asset Updation

Purpose:

- The Asset Updation Module allows admins or managers to view and update detailed information of both Permanent and Consumable assets. This includes general details, supplier information, billing, item-level data (AMC, warranty, item IDs), and associated media (photos).

Accessing the Module:

1. Navigate to the sidebar menu.
2. Click on "**Asset Updation**".
3. The page loads with tabs for:
 - **Permanent Assets**
 - **Consumable Assets**
 - **Condition Change**

4.6.1.Permanent Asset Updation:

- The Permanent Assets section helps users manage long-term assets like computers, furniture, or lab equipment that are tracked with unique asset IDs. Located under the Asset Updation Module, this section displays detailed information such as asset name, category, asset ID, serial number, model, location, purchase and warranty dates, value, and supplier details.
- Users can update existing assets by clicking the edit icon, making changes, and clicking "Save." Bill or warranty documents can also be uploaded or updated. Ensure all mandatory fields are completed. Use the built-in search and filters to quickly locate assets based on ID, name, or location.

Asset Updation

Chair Permanent

Category: Furniture
Sub Category: Wood
Purchase Date: 1/4/2025
Supplier: okash anand
Bill No: bf786542
Item IDs: ch1001, ch1002, ch1003, ch1004, ch1005, ch1006, ch1007, ch1008, ch1009, ch1010

View Details **Edit**

Projector Permanent

Category: Electronics
Sub Category: Audio/Visual Equipment
Purchase Date: 14/4/2025
Supplier: JJ Electronics
Bill No: 873812
Item IDs: pro1, pro2, pro3, pro4, pro5

View Details **Edit**

Fig- Permanent Asset Updation

4.6.2. Consumable Assets Updation:

- The Consumable Assets section allows users to view and update frequently used items that are not individually tracked, such as stationery or cleaning supplies.
- Users can access this section by navigating to the "Consumable" tab under the Asset Updation Module. Each entry includes details like asset name, category, quantity, rate, purchase and bill information, supplier, and remarks.
- To edit an asset, click the edit icon, make the necessary changes, and hit "Save." You can also upload or update bill photos . This section does not require asset IDs and supports bulk updates.

Asset Updation

Permanent Assets Consumable Assets Condition Change

Search consumable assets by item name...

Brush	Consumable	Eraser	Consumable	Pencil	Consumable
Category: Stationery Sub Category: N/A Purchase Date: 10/4/2025 Supplier: JJ Stationery Bill No: 928394 Quantity: 5	Category: Stationery Sub Category: N/A Purchase Date: 6/4/2025 Supplier: Raj stationary shop Bill No: cb2324235 Quantity: 20	Category: Stationery Sub Category: N/A Purchase Date: 6/4/2025 Supplier: Raj stationary shop Bill No: cb2324235 Quantity: 40			
View Details	Edit	View Details	Edit	View Details	Edit

- Make sure all required fields are filled to avoid errors. Use search and filters for quick access to specific records.

Fig- Consumable Asset Updation

4.6.3.Asset Condition Change:

- The Condition Change section allows users to update the physical condition of existing permanent assets (e.g., "Good", "To Be Serviced", "To be Disposal"). Users can select the asset using its ID or name, view its current details, and choose a new condition from the dropdown.
- An optional remark can be added for context. Once the update is made, click the "Submit" button to save changes. This helps maintain accurate asset records and supports maintenance tracking across departments.

Asset Updation

Permanent Assets Consumable Assets Condition Change

Search returned assets by item name...

Chair	Permanent	Chair	Permanent	Pencil	Consumable
Category: Furniture Sub Category: Wood Location: office_room Item ID: ch1009 Current Condition: To Be Disposed Change Condition: To Be Disposed	Category: Furniture Sub Category: Wood Location: Store Item ID: ch1002 Current Condition: To Be Serviced Change Condition: To Be Serviced	Category: Stationery Sub Category: N/A Location: office_room Return Quantity: 1 Current Condition: To Be Disposed Change Condition: To Be Disposed			
View Details	Edit	View Details	Edit	View Details	Edit

Fig -Condition Change(Asset)

4.7 Asset View:

4.7.1.Purchase Tab

Purpose: View and filter all purchased assets.

Features:

- Filter assets by **Asset Type, Category, Subcategory, Item Name, Supplier, Source, Purchase Date, etc.**
- View purchase-related info like **supplier, quantity received, price, warranty, AMC, and more.**
- Export filtered data to **PDF or Excel.**
- Click "**View Details**" to see complete purchase and billing information.

ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	PURCHASE DATE	QUANTITY RECEIVED	TOTAL PRICE	DETAILS
Permanent	Furniture	Wood	Chair	1/4/2025	10	10500	<button>View Details</button>
Permanent	Electronics	Audio/Visual Equipment	Projector	14/4/2025	5	600	<button>View Details</button>
Consumable	Stationery	N/A	Pencil	6/4/2025	40	400	<button>View Details</button>
Consumable	Stationery	N/A	Eraser	6/4/2025	20	100	<button>View Details</button>
Consumable	Stationery	N/A	Brush	10/4/2025	5	500	<button>View Details</button>

Fig- PurchaseTab

4.7.2.Store/Issue Tab

Purpose: Track asset stock in store and their issue to departments.

Features:

- Filter based on Location (store/department), Item Info, Description, Quantity, etc.
- If location is "store": See current stock and item IDs.
- If location is department: See issued quantity, location, issue date, etc.
- Export filtered data to PDF or Excel.

STOREKEEPER

Asset View
Purchase **Store/Issue** Service/Return Disposal Dead Stock Register

Asset Type	Asset Category	Sub Category	Item Name	Item Description	Item ID
Select Asset Type	Select Asset Type First	Select Category First			Enter Item ID
Location	Issued Date From	Issued Date To		Clear Filter	
store	dd-mm-yyyy	dd-mm-yyyy			
Export to PDF		Export to Excel			
ASSET CATEGORY		SUB CATEGORY	ITEM NAME	ITEM DESCRIPTION	IN STOCK
Furniture	Wood	Chair	normal chairs	1	ch1010
Electronics	Audio/Visual Equipment	Projector	Sony projector	3	pro3, pro4, pro5
Stationery	N/A	Eraser	rubber	20	
Stationery	N/A	Pencil	lead pencils	31	
Stationery	N/A	Brush	colgate toothbrush	3	

Fig- Store/Issue Tab

4.7.3.Service/Return Tab

Purpose: Monitor assets sent for service, returned from service, or exchanged.

Features:

- Filter by **Asset Info, Location, Condition** (e.g., InService, Exchanged, Repaired).
- Shows different columns based on **selected condition**:
- InService: Shows **Item ID**.
- Exchanged: Shows **Returned Quantity**.
- Others: Shows **Service No, Date, Amount**, and **Item IDs**.
- Export filtered data to **PDF or Excel**.

STOREKEEPER

Asset View
Purchase **Store/Issue** **Service/Return** Disposal Dead Stock Register

Asset Type	Asset Category	Sub Category	Item Name	Location	Condition
Select Asset Type	Select Asset Type First	Select Category First			All Conditions
Service Date From	Service Date To	Service No	Service Amount From	Service Amount To	Building No
dd-mm-yyyy	dd-mm-yyyy				Enter Building No
Clear Filter					
Export to PDF		Export to Excel		Total Service Cost: ₹550.00	
ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	LOCATION	CONDITION
Permanent	Furniture	Wood	Chair	hostel	InService
Permanent	Furniture	Wood	Chair	hostel	Returned
Permanent	Furniture	Wood	Chair	Store	InService
Permanent	Furniture	Wood	Chair	Store	Returned
Permanent	Furniture	Wood	Chair	Store	Returned
Consumable	Stationery		Pencil	stationery	Returned

4.7.4.Disposal Tab

Purpose: Track assets that are disposed or condemned

Features:

- Filter by **Asset Info, Inspection/Condemnation Dates, Purchase/Book/Disposal Values, Remarks.**
- Special fields for **custom sub-category** if "Others" is selected.
- View key disposal metrics and financials.
- Export filtered data to **PDF or Excel**.

The screenshot shows the 'Asset View' section of the STOREKEEPER application. On the left, there's a sidebar with links: Home, Asset Store, Asset Issue, Asset Return, Asset Updation, Asset View (which is currently selected), and Logout. The main area has tabs: Purchase, Store/Issue, Service/Return, Disposal (which is active and highlighted in blue), and Dead Stock Register. Below these tabs are several input fields for filtering: Asset Type (dropdown), Asset Category (dropdown), Sub Category (dropdown), Item Name (text input), Inspection Date From (date input), and Inspection Date To (date input). There are also fields for Condemnation Date From, Condemnation Date To, Remark, Purchase Value From, Purchase Value To, Book Value From, Book Value To, Disposal Value From, and Disposal Value To. At the bottom of the filter section is a red 'Clear Filter' button. Below the filter section are two buttons: 'Export to PDF' and 'Export to Excel'. To the right of these buttons is a text box displaying 'Total Disposal Value: ₹10,000.00'. The main content area shows a table with three rows of asset data. The columns are: ASSET TYPE, ASSET CATEGORY, SUB CATEGORY, ITEM NAME, ITEM IDS (QUANTITY), PURCHASE VALUE, BOOK VALUE, INSPECTION DATE, CONDEMNATION DATE, REMARK, and DISPOSAL VALUE. The data in the table is as follows:

ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	ITEM IDS (QUANTITY)	PURCHASE VALUE	BOOK VALUE	INSPECTION DATE	CONDEMNATION DATE	REMARK	DISPOSAL VALUE
Permanent	Furniture	Wood	Chair	chl006 (1)	1000	1000	9/4/2025	14/4/2025	bzdjvj	9000
Consumable	Stationery		Brush	2			Invalid Date	16/4/2025	eshguhuj	
Permanent	Furniture	Wood	Chair	chl004 (1)	1000	1000	8/4/2025	14/4/2025	gasgjd	1000

Fig - Disposal Tab

5. Asset Manager

5.1.Login and Navigation(Dashboard):

After logging in, users will be greeted with the Asset Manager Dashboard view. A persistent sidebar is available for navigation across the following pages:

- Home (Dashboard)
- Asset Approval
- Asset Updation
- Asset View
- Logout

Navigation links preserve the user's session using query strings with the username.

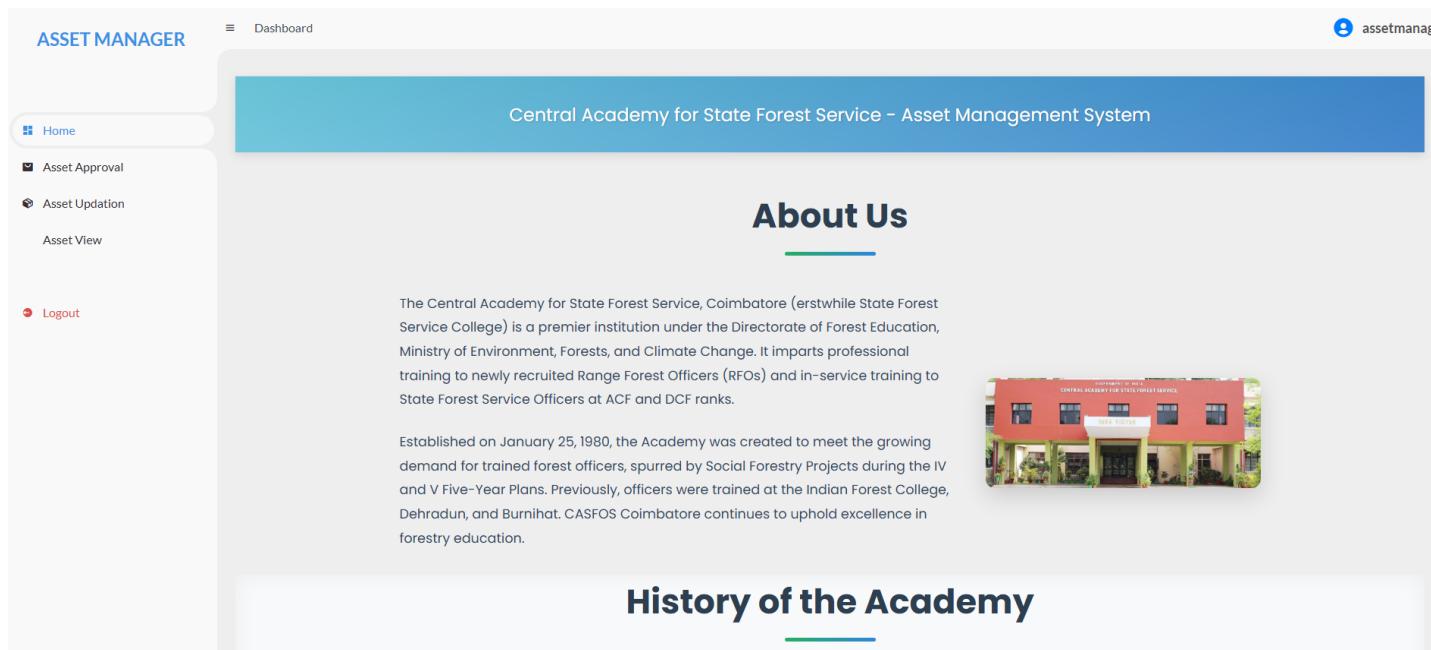
5.2.Notification Panel:

Purpose:

- To display recent asset-related actions, including approvals and rejections.

Features:

- Expandable rows to view details like asset name, type, year, location, and action time.
- Clear All button to remove all notifications.
- Remove the single notification option.
- Dynamic background:
(i)Approved actions: Green
(ii)Rejected actions: Red



The screenshot shows the Asset Manager Dashboard. On the left, a sidebar lists 'Home', 'Asset Approval', 'Asset Updation', 'Asset View', and 'Logout'. The main content area has a blue header bar with the text 'Central Academy for State Forest Service - Asset Management System'. Below the header, the 'About Us' section is displayed. It includes a brief history of the Central Academy for State Forest Service, established on January 25, 1980, and a photograph of the building. At the bottom, there is a section titled 'History of the Academy'.

Fig- Notification Panel in Asset Manager

5.2 Asset Approval

1.New Purchase (Approval)

- After the New Purchase Entry it moves to the Asset Manager Approval Then it shows the two Action like Approve or Reject ,when Asset Manager Approve it moves to Database else it moves to Asset entry Staff.

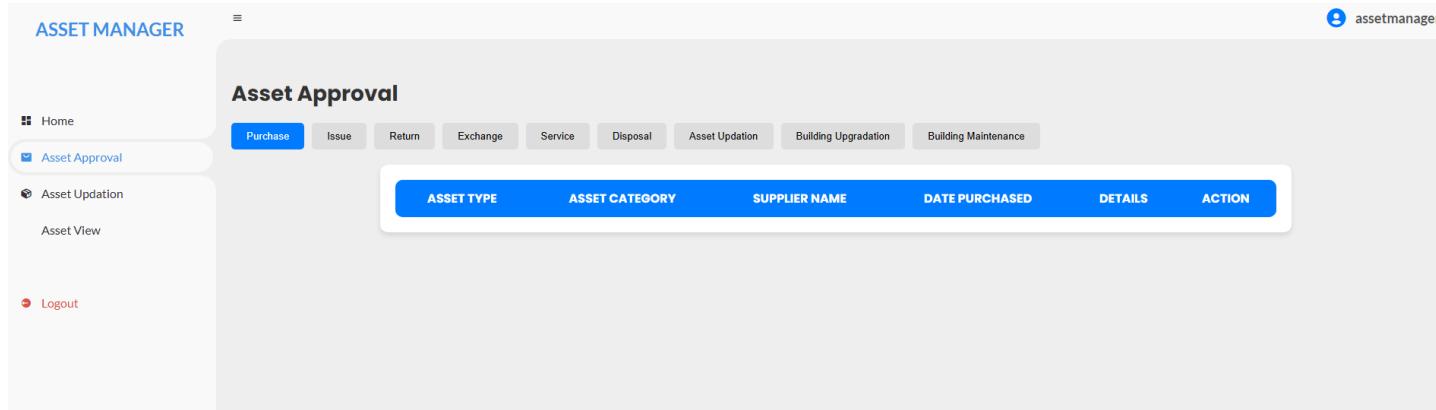


Fig- Asset Approval(New Entry)

2.Issue,Return,Exchange & Service (Approval)

- If Any Issue in product ,the user return into the store(Entry staff) enteres the reason along with signed bill(Receipt) with signed receipt.

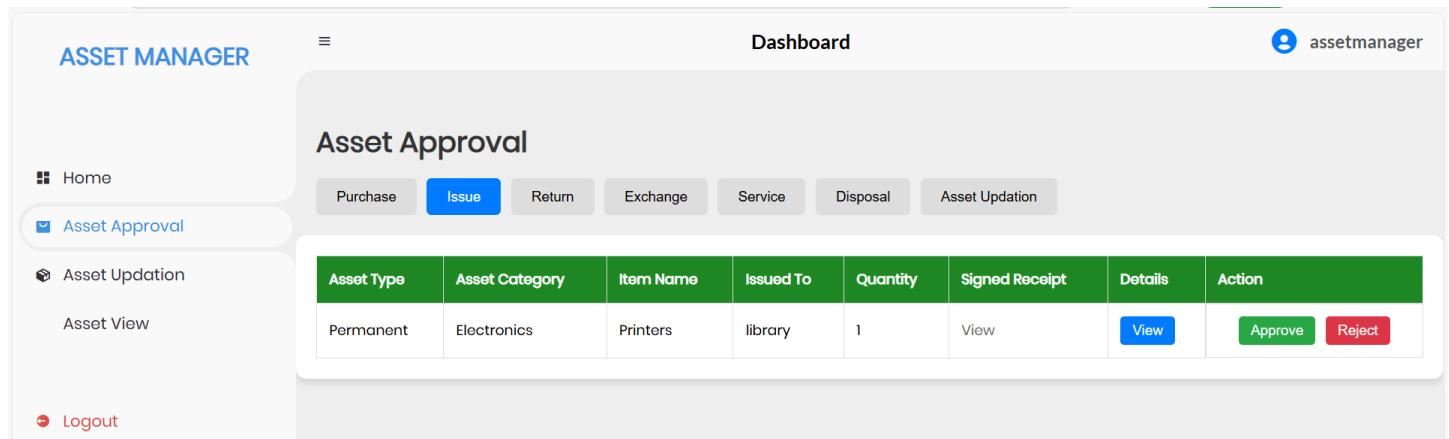


Fig- Asset Approval

3.Disposal & Asset Updation (Approval)

- If Asset is not suitable for Future usage ,the asset entry staff entered, the Item to be disposed with Remark about the disposal then it moves to the Asset Manager .

Asset Type	Asset Category	Item Name	Condemnation Date	Remark	Details	Action
Permanent	Electronics	Printers	31/3/2025	wasted	<button>View</button>	<button>Dispose</button> <button>Cancel</button>
Permanent	Building	N/A	N/A	N/A	<button>View</button>	<button>Dispose</button> <button>Cancel</button>

Fig- Asset Disposal

5.3 Asset Updation

Purpose:

- The Asset Updation Module allows admins or managers to view and update detailed information of both Permanent and Consumable assets. This includes general details, supplier information, billing, item-level data (AMC, warranty, item IDs), and associated media (photos).

Accessing the Module:

4. Navigate to the sidebar menu.
5. Click on “Asset Updation”.
6. The page loads with tabs for:
 - Permanent Assets
 - Consumable Assets
 - Condition Change

5.3.1.Permanent Asset Updation:

- The Permanent Assets section helps users manage long-term assets like computers, furniture, or lab equipment that are tracked with unique asset IDs. Located under the Asset Updation Module, this section displays detailed information such as asset name, category, asset ID, serial number, model, location, purchase and warranty dates, value, and supplier details.
- Users can update existing assets by clicking the edit icon, making changes, and clicking "Save." Bill or warranty documents can also be uploaded or updated. Ensure all mandatory fields are completed. Use the built-in search and filters to quickly locate assets based on ID, name, or location.

The screenshot shows the 'Asset Updation' section of the 'ASSET MANAGER' application. At the top, there's a search bar labeled 'Search returned assets by item name...'. Below it, there are two main sections: one for a 'Chair' (Permanent) and one for a 'Pencil' (Consumable). Each section displays asset details like Category, Sub Category, Location, Item ID, Current Condition, and Change Condition. For the Chair, the current condition is 'dispose' and the change condition is 'To Be Disposed'. For the Pencil, the current condition is 'service' and the change condition is 'To Be Serviced'. Both sections have a 'View Details' button at the bottom.

Fig- Permanent Asset Updation

5.3.2. Consumable Assets Updation:

- The Consumable Assets section allows users to view and update frequently used items that are not individually tracked, such as stationery or cleaning supplies.
- Users can access this section by navigating to the "Consumable" tab under the Asset Updation Module. Each entry includes details like asset name, category, quantity, rate, purchase and bill information, supplier, and remarks.
- To edit an asset, click the edit icon, make the necessary changes, and hit "Save." You can also upload or update bill photos . This section does not require asset IDs and supports bulk updates.
- Make sure all required fields are filled to avoid errors. Use search and filters for quick access to specific records.

This screenshot is identical to the one above, showing the 'Asset Updation' module for permanent assets. It displays the same interface for updating a 'Chair' and a 'Pencil', including their respective categories, sub-categories, locations, item IDs, current conditions ('dispose' for Chair, 'service' for Pencil), and change conditions ('To Be Disposed' for both). Each entry has a 'View Details' button.

Fig- Consumable Asset Updation

5.3.3.Asset Condition Change:

- The Condition Change section allows users to update the physical condition of existing permanent assets (e.g., "Good", "To Be Serviced", "To be Disposal").
- Users can select the asset using its ID or name, view its current details, and choose a new condition from the dropdown.
- An optional remark can be added for context. Once the update is made, click the "Submit" button to save changes. This helps maintain accurate asset records and supports maintenance tracking across departments.

The screenshot shows the 'Asset Updation' section of the Asset Manager application. On the left, a sidebar includes links for Home, Asset Approval, Asset Updation (which is selected and highlighted in blue), and Asset View. A Logout link is also present. The main area has a header 'Asset Updation' with a 'Condition Change' button. Below is a search bar with placeholder text 'Search returned assets by item name...'. Three asset cards are displayed:

- Chair (Permanent)**: Category: Furniture, Sub Category: Wood, Location: office_room, Item ID: ch1009, Current Condition: dispose. Change Condition dropdown: To Be Disposed. View Details button.
- Chair (Permanent)**: Category: Furniture, Sub Category: Wood, Location: Store, Item ID: ch1002, Current Condition: service. Change Condition dropdown: To Be Serviced. View Details button.
- Pencil (Consumable)**: Category: Stationery, Sub Category: N/A, Location: office_room, Return Quantity: 1, Current Condition: dispose. Change Condition dropdown: To Be Disposed. View Details button.

5.4 Asset View:

5.4.1.Purchase Tab

Purpose: View and filter all purchased assets.

Features:

- Filter assets by **Asset Type, Category, Subcategory, Item Name, Supplier, Source, Purchase Date, etc.**
- View purchase-related info like **supplier, quantity received, price, warranty, AMC, and more.**
- Export filtered data to **PDF or Excel**.
- Click "**View Details**" to see complete purchase and billing information.

ASSET MANAGER

Asset View

Purchase Store/Issue Service/Return Disposal Dead Stock Register

Asset Type	Asset Category	Sub Category	Item Name	Purchase Date From	Purchase Date To		
Select Asset Type	Select Asset Type First	Select Category First		dd-mm-yyyy	dd-mm-yyyy		
Supplier Name	Source	Mode of Purchase	Bill No	Received By	AMC Date From		
	Select Source	Select Mode			dd-mm-yyyy		
AMC Date To	Clear Filter						
dd-mm-yyyy							
Export to PDF		Export to Excel		Total Purchase Cost: ₹12,100.00			
ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	PURCHASE DATE	QUANTITY RECEIVED	TOTAL PRICE	DETAILS
Permanent	Furniture	Wood	Chair	1/4/2025	10	10500	View Details
Permanent	Electronics	Audio/visual Equipment	Projector	14/4/2025	5	600	View Details
Consumable	Stationery	N/A	Pencil	6/4/2025	40	400	View Details
Consumable	Stationery	N/A	Eraser	6/4/2025	20	100	View Details
Consumable	Stationery	N/A	Brush	10/4/2025	5	500	View Details

Fig- PurchaseTab

5.4.2.Store/Issue Tab

Purpose: Track asset stock in store and their issue to departments.

Features:

- Filter based on Location (store/department), Item Info, Description, Quantity, etc.
- If location is "store": See current stock and item IDs.
- If location is department: See issued quantity, location, issue date, etc.
- Export filtered data to PDF or Excel.

ASSET CATEGORY	SUB CATEGORY	ITEM NAME	ITEM DESCRIPTION	IN STOCK	ITEM IDS
Electrical	Appliance	Switch board	mnhnj	1	hhhl
Electrical	Appliance	Water Purifier	hxgcj	1	wpl
Electrical	Appliance	Fan	sadaas	2	ff2, ff6

Fig- Store/Issue Tab

5.4.3.Service/Return Tab

Purpose: Monitor assets sent for service, returned from service, or exchanged.

Features:

- Filter by **Asset Info, Location, Condition** (e.g., InService, Exchanged, Repaired).
- Shows different columns based on **selected condition**:
- InService: Shows **Item ID**.
- Exchanged: Shows **Returned Quantity**.
- Others: Shows **Service No, Date, Amount**, and **Item IDs**.
- Export filtered data to **PDF or Excel**.

5.4.4. Disposal Tab

Purpose: Track assets that are disposed or condemned

Features:

- Filter by **Asset Info, Inspection/Condemnation Dates, Purchase/Book/Disposal Values, Remarks.**
- Special fields for **custom sub-category** if "Others" is selected.
- View key disposal metrics and financials.
- Export filtered data to **PDF or Excel.**

Fig - Disposal Tab

6. Faculty Entry Staff:

6.1 Dashboard and Notification :

- The Faculty Entry Staff Dashboard provides a centralized interface for managing faculty-related data and monitoring system activity.
- Users can view and act on recent notifications for faculty approval or verification rejections, with options to re-enter data. The dashboard also displays interactive bar charts showing counts of internal/external faculty entries and sessions handled, filtered by year.
- Additional analytics include user role counts (Admin, Data Entry Staff, Data Viewer). Easy navigation, dynamic charts, and responsive filters make it an efficient tool for managing faculty records.

[Home](#)[Faculty Entry](#)[Faculty View](#)[Logout](#)

Central Academy for State Forest Service – Faculty Entry Staff Dashboard

About Us

The Central Academy for State Forest Service, Coimbatore (CASFOS) is a premier institution under the Directorate of Forest Education, Ministry of Environment, Forests, and Climate Change. It specializes in training Range Forest Officers and State Forest Service Officers.

The Faculty Entry Staff play a crucial role in managing faculty data, ensuring accurate entry and verification of faculty details to support training programs. Established in 1980, CASFOS continues to uphold excellence in forestry education.



History of the Academy

CASFOS Coimbatore is a cornerstone of forestry education, facilitating the management of faculty data to support training initiatives.

Fig - Faculty Entry Dashboard

6.2 Faculty Entry

6.2.1. Internal Faculty

- This form is designed to collect comprehensive information about faculty members. Please select the appropriate faculty type (Internal, External, or Contract) to display the relevant fields. Follow the instructions below for each category:

Important Fields are:

- Fill in personal and professional details like **Name**, **Designation**, and **Department**.
- Provide the **Name of the Institution** you are associated with.
- Select **Major Domains** and corresponding **Minor Domains** under *Domain Expertise*.
- Enter **Areas of Expertise** and any **Awards Received**.
- Add multiple **Educational Qualifications** by specifying **Degree**, **Specialization**, and **Institution Name**.
- Include **Modules Handled** and **Other Responsibilities** like administrative or academic roles.

FACULTY ENTRY STAFF

≡ Dashboard

Home Faculty Entry Faculty View Logout

Internal Faculty

Internal Faculty Details

Name: neymar

Cadre: kmklmnkl

Year of Allotment: 1985

RR/SFS Date: dd-mm-yyyy

Date of Joining: dd-mm-yyyy

Date of Relieving: dd-mm-xxxx

Fig -Internal Faculty(a)

Additional Details for Internal Faculty

FACULTY ENTRY STAFF

≡ Dashboard

Home Faculty Entry Faculty View Logout

Educational Details

Add Educational Details

Books and Article Publication

Add Publication

Courses Handled

Add Additional Course

Modules Handled

Add Module

Other Responsibilities

Add Responsibility

Responsibility 1

Responsibility: Enter Responsibility

Save Remove

Fig - Internal faculty(b)

6.2.2.External faculty:

- Provide basic personal details similar to internal faculty.
Mention the Affiliated Institution, Domain Expertise, and Academic Contributions.
- Fill in Educational Details, Modules Handled, and Other Responsibilities, especially if you've participated in lectures, workshops, or research collaborations.

The screenshot shows the 'External Faculty Details' section of the application. On the left, a sidebar menu includes 'Home', 'Faculty Entry' (which is selected and highlighted in blue), 'Faculty View', and 'Logout'. The main content area has a header 'External Faculty Details'. It contains several input fields: 'Name of the Officer' (with placeholder 'Name'), 'Cadre' (with placeholder 'Cadre'), 'Year of Allotment' (with placeholder 'Year of Allotment'), 'Mobile Number' (with placeholder 'Mobile Number'), 'Communication Address' (with placeholder 'Communication Address'), 'Permanent Address' (with placeholder 'Permanent Address'), 'Email Address' (with placeholder 'Email ID'), and a file input field for 'Photograph (less than 50KB)'. A dropdown menu at the top indicates 'External Faculty' as the selected 'Faculty Type'.

Fig -External Faculty(a)

The screenshot shows the 'Educational Details' section of the application. The sidebar menu is identical to the previous screenshot. The main content area includes a green button '+ Add Domain Expertise', an input field for 'Areas of Expertise' containing 'Material Science', and an input field for 'Awards Received' containing 'Physics Training for Teachers'. Below these, there are three sections: 'Educational Details' with a green 'Add Educational Details' button, 'Modules Handled' with a green 'Add Module' button, and 'Other Responsibilities' with a green 'Add Responsibility' button. Under 'Other Responsibilities', there is a section for 'Responsibility 1' with an input field 'Enter Responsibility' and a 'Remove' button. At the bottom of the page is a blue 'Save' button.

Fig -External Faculty(b)

6.2.3. Contract Faculty:

- Enter Name, Cadre, Year of Allotment, and Contact Information (Mobile, Email) then provide Communication and Permanent Address.
- Upload a Photograph (Max 50KB) for identification.
- Select Status as either Serving (with current working place) or Repatriated.
- Fill in Institution Name, Domain & Areas of Expertise, Awards, Educational Background, Modules, and Responsibilities.

The screenshot shows the 'FACULTY ENTRY STAFF' application interface. On the left, there's a sidebar with links for Home, Faculty Entry (which is currently selected), Faculty View, and Logout. The main area has a header 'Faculty Type:' with a dropdown set to 'Contract Faculty'. Below it is a section titled 'Contract Faculty Details' containing fields for Name, Cadre, Year of Allotment, Mobile Number, Communication Address, Permanent Address, and Email Address. At the bottom, there's a placeholder for a photograph with a 'Choose File' button.

Fig - Contract Faculty(a)

FACULTY ENTRY STAFF

Dashboard

+ Add Domain Expertise

Areas of Expertise:
Material Science

Awards Received:
Physics Training for Teachers

Educational Details

Add Educational Details

Modules Handled

Add Module

Other Responsibilities

Add Responsibility

Responsibility 1
Responsibility:
Enter Responsibility Remove

Save

Fig- Contract Faculty(b)

6.3 Faculty View

Purpose: The Faculty View section allows users to search, filter, and view detailed information about faculty members.

Faculty Filtering:

Available filters include:

- Faculty Type (Internal Faculty/External Faculty/Contract Faculty)
- Domain & Subdomain
- Email
- Mobile Number
- Department
- Designation

Click "Search" to display the filtered results.

Viewing Faculty Details:

- Matching faculty entries will appear in a table format.
- Click the "View" button beside a faculty name to open a popup with complete details.
- The popup includes academic qualifications, domain expertise, contact details, and more.

FACULTY ENTRY STAFF

fentrystaff

Faculty View with Filters

Home

Faculty Entry

Faculty View (highlighted)

Logout

Faculty Type:	Name:	Year of Allotment:	Email:	Status:
All	Name	YYYY	Email	All

Modules Handled:	Major Domains:	Minor Domains:	Areas of Expertise:	Institution:
Module Name	All	All	Areas of Expertise	Institution

Mobile Number:	Domain Knowledge:
Mobile Number	Domain Knowledge

Clear Filter

NAME	PHOTOGRAPH	FACULTY TYPE	MOBILE NUMBER	EMAIL	YEAR OF ALLOTMENT	VIEW
Nirmal Kumar MR	No Image	internal	7305088716	2li339@psgtech.ac.in	1985	View

Fig -Faculty View

7.Faculty Verifier

7.1 Faculty Verifier Dashboard

- The Faculty Verifier Dashboard offers a user-friendly interface to monitor faculty activities and session statistics in a centralized view.
- The dashboard features a responsive notification panel where users can browse recent faculty-related updates, view detailed information through expandable sections, and acknowledge notifications as needed.
- Each notification includes faculty details and interactive actions like “View” and “Acknowledge” for streamlined task management.
- Additionally, a visual analytics module displays a bar chart of sessions handled, which can be filtered by academic year to provide year-wise insights.
- The dashboard’s modular design ensures clarity, while its interactive components and real-time data enhance administrative efficiency. Clean styling, intuitive controls, and popup-based details make the platform practical for academic superintendents to oversee faculty performance and respond promptly to notifications.

The screenshot shows the 'About Us' section of the Faculty Verifier Dashboard. At the top, there is a navigation bar with 'FACULTY VERIFIER', 'Dashboard', a bell icon, and 'facultyverifier'. Below the navigation is a blue header bar with the text 'Central Academy for State Forest Service – Faculty Verifier Dashboard'. On the left, there is a sidebar with links for 'Home', 'Faculty Verify', 'Faculty View', and 'Logout'. The main content area has a title 'About Us' with a green underline. It contains a paragraph about the Central Academy for State Forest Service (CASFOS) and a photograph of the building.

About Us

The Central Academy for State Forest Service, Coimbatore (CASFOS) is a premier institution under the Directorate of Forest Education, Ministry of Environment, Forests, and Climate Change. It trains Range Forest Officers and State Forest Service Officers.

The Faculty Verifier ensures the accuracy and integrity of faculty data, verifying details to support training programs. Established in 1980, CASFOS remains a leader in forestry education.

History of the Academy

CASFOS Coimbatore is a cornerstone of forestry education, ensuring verified faculty data supports effective training.

Fig -Faculty Verifier Dashboard

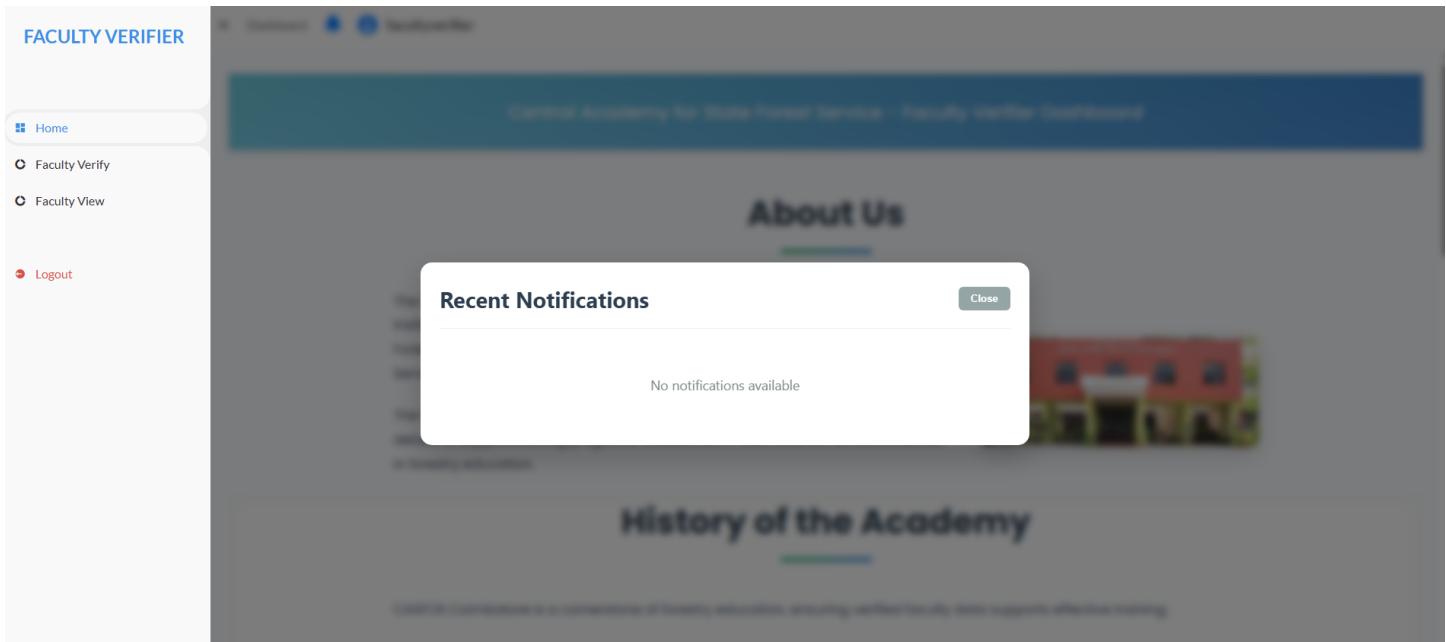


Fig -Faculty Verifier Notification panel

7.2 Faculty Verify:

Purpose:

The Faculty Verification Dashboard allows authorized users to view, filter, verify, and reject faculty records submitted for verification. This module ensures that only validated and accurate faculty data is stored in the system.

Features:

- The Faculty Verification Module allows administrators to efficiently review and verify faculty details submitted to the system.
- It features an intuitive filter panel where users can narrow down records by faculty type, name, domain expertise, modules handled, institution, and other key attributes. Cascading dropdowns ensure dynamic selection of major and minor domains.
- A responsive table displays all unverified faculty with details like name, status, contact info, and domain. Admins can view detailed faculty data in a popup, verify entries instantly, or reject them with remarks via a dedicated rejection dialog.
- Each action reflects real-time status updates (e.g., **View**, **Verify**, **Reject**) for clarity.

NAME	FACULTY TYPE	STATUS	MOBILE NUMBER	EMAIL	YEAR OF ALLOTMENT	MAJOR DOMAINS	ACTIONS
S.Akash Aravind	contract	serving	7010669599	22i202@psgtech.ac.in	-	-	<button>View</button> <button>Verify</button> <button>Reject</button>

Fig -Faculty Verification

7.3 Faculty View

Purpose: The Faculty View section allows users to search, filter, and view detailed information about faculty members.

Faculty Filtering:

Users can refine their search using a variety of filters, ensuring quick access to relevant records. Available filters include:

- **Faculty Type:** Choose between Internal Faculty, External Faculty, or Contract Faculty.
- **Domain & Subdomain:** Select specific academic or research domains to narrow down faculty expertise.
- **Email:** Search directly by contact details for quick lookup.
- **Mobile Number:** Search directly by contact details for quick lookup.
- **Department:** Filter by the faculty's affiliated department or job role.
- **Designation:** Filter by the faculty's affiliated department or job role.

Viewing Faculty Details:

- Matching faculty entries will appear in a table format.

- Click the "View" button beside a faculty name to open a popup with complete details.
- The popup includes academic qualifications, domain expertise, contact details, and more.

FACULTY VERIFIER

facultyverifier

Home

Faculty Verify

Faculty View

Logout

Faculty View with Filters

Faculty Type:	Name:	Year of Allotment:	Email:	Status:
Select	Name	YYYY	Email	Select

Modules Handled:	Major Domains:	Minor Domains:	Areas of Expertise:	Institution:
Module Name	Select Major Domain	Select Minor Domain	Areas of Expertise	Institution

Mobile Number:	Domain Knowledge:
Mobile Number	Domain Knowledge

Clear Filter

NAME	PHOTOGRAPH	FACULTY TYPE	MOBILE NUMBER	EMAIL	YEAR OF ALLOTMENT	VIEW
Nirmal Kumar MR	No Image	internal	7305088716	211339@psgtech.ac.in	1985	View

Fig -Faculty View

8.Head Of Office:

8.1 Head Of Office Dashboard

- The Head of Office Dashboard provides a centralized view of key notifications and analytics to effectively monitor faculty and asset-related activities.
- On login, users can view pending notifications prominently displayed at the top, including faculty updates and actions required for verification.
- Each notification includes faculty details, the date of submission, and an option to expand for more information and take action.

Below the notification panel, the dashboard displays various interactive analytical charts:

- Asset Analytics: Visual charts show data for permanent and consumable assets (both in store and issued) with year and location filters.
- Faculty Insights: Bar charts represent the number of internal vs. external faculty added each year.
- Session Statistics: Charts track the number of sessions conducted across different years.

Users can filter chart data by selecting specific years and locations, helping them focus on relevant trends. The clean UI and intuitive filters make the dashboard user-friendly for quick decision-making and oversight.

The screenshot shows the 'Central Academy for State Forest Service - Head of Office Dashboard'. The top navigation bar includes 'HEAD OF OFFICE' and 'Dashboard' tabs. A sidebar on the left lists 'Home', 'User Approval', 'Faculty Approval', 'Faculty Updation', 'Faculty View', and 'Logout'. The main content area has a blue header bar with the text 'Central Academy for State Forest Service - Head of Office Dashboard'. Below this is a section titled 'About Us' which contains text about the Central Academy for State Forest Service (CASFOS) and its mission. To the right of the text is a photograph of the academy building. Further down is a section titled 'History of the Academy' with a brief description of CASFOS's role in forestry education.

Fig-Head of Office Dashboard

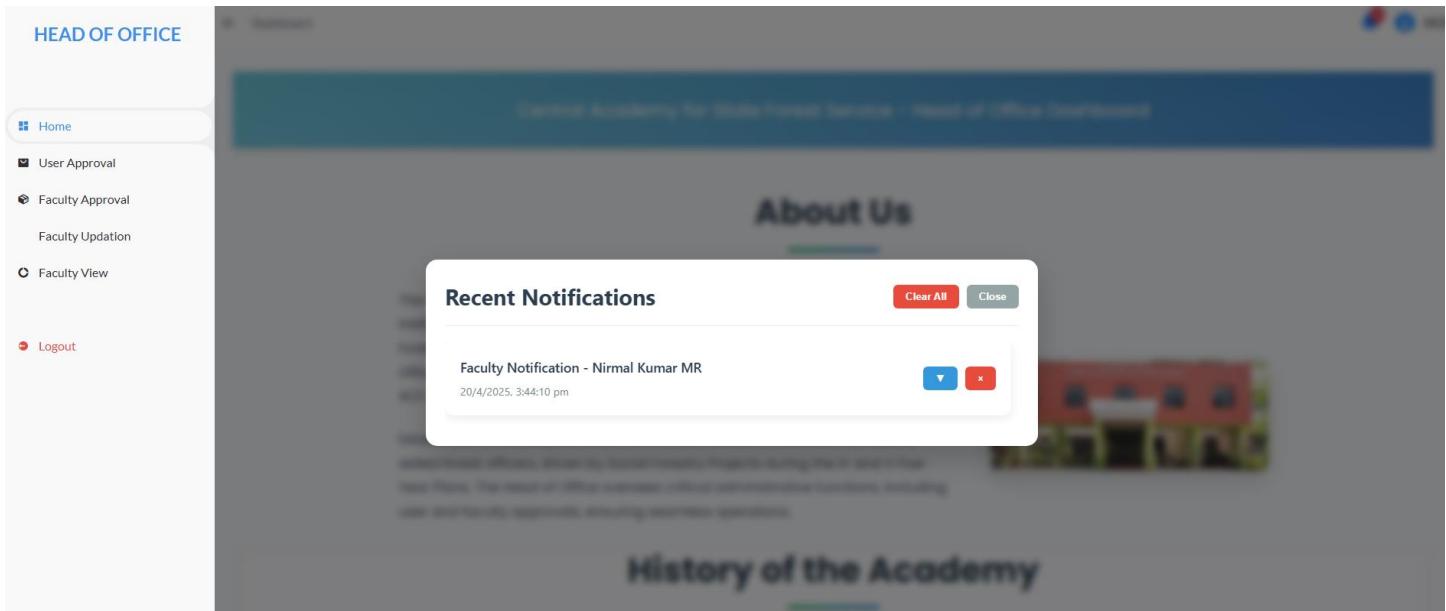


Fig-Head of Office Notification Panel

8.2 User Approval

- The User Approval panel allows the Head of Office to manage new user registration requests. Upon login, the system verifies the user's role to ensure only authorized personnel can access this section.
- Once verified, a table of pending registrations is displayed, listing each user's name, phone number, joining date, and role type. The Head of Office can review user details using the View button, which presents all submitted data in a structured format.
- Each entry can be either Approved or Rejected. While approving instantly removes the user from the pending list and updates their status, rejecting prompts the official to provide a rejection reason, which is recorded.

NAME	PHONE NUMBER	JOINED	TYPE	ACTION	DETAILS
Paul Raj	7654321098	11/2/2025	Viewer	<button>Approve</button> <button>Reject</button>	<button>View</button>
Neha Singh	6543210987	11/2/2025	Viewer	<button>Approve</button> <button>Reject</button>	<button>View</button>
Rahul Varma	9431209876	11/2/2025	Viewer	<button>Approve</button> <button>Reject</button>	<button>View</button>
Lenin Kumar	8765433456	11/2/2025	Viewer	<button>Approve</button> <button>Reject</button>	<button>View</button>
Adminnew	6756544564	19/3/2025	Viewer	<button>Approve</button> <button>Reject</button>	<button>View</button>

Fig -New User Approval

8.3 Faculty Approval

- The Faculty Approval Dashboard enables the Head of Office to manage the approval process for newly submitted faculty records.
- The interface displays a table of faculty members with key details like name, type, year of allotment, contact number, and verification status.
- Only verified entries can be Approved or Rejected after Details are Verified.
- Users can view full faculty details in a popup, and in case of rejection, input remarks in a separate dialog before confirming.
- Approval and rejection actions provide real-time status feedback (e.g., "Approved", "Rejected") with visual icons.
- The dashboard also includes user authentication info and a clean navigation sidebar to switch between related modules like Faculty View, Notifications, and Reports.

NAME	FACULTY TYPE	YEAR OF ALLOTMENT	MOBILE NUMBER	VERIFIED	VIEW	ACTION
djalice	external	1985	7010669599	Yes	<button>View</button>	<button>Approve</button> <button>Reject</button>
neymar	external	1985	7010669599	No	<button>View</button>	<button>Approve</button> <button>Reject</button>

Fig -New Faculty Approval

8.4 Faculty Updation:

- The Faculty Updation module provides an intuitive interface for Heads of Office to manage faculty data efficiently.
- Users can filter faculty records based on attributes like Name, Email, Major/Minor Domains, Areas of Expertise, Institution, and Mobile Number using the dynamic filter section.
- The dropdowns for Major and Minor Domains are linked to ensure relevant subdomains appear only when a major domain is selected. A clear button allows resetting all filters.

- The filtered faculty list is displayed in a table with essential details such as photograph, contact information, and faculty type.
- Each row offers options to View detailed data in a popup, Update the selected faculty record, or Delete it with real-time feedback and confirmation prompts.
- The deletion process includes statuses like "Deleted", or "Failed" with visual indicators.
- Popups are also used to display detailed faculty info in a clean format, and confirmation dialogs ensure safe deletion actions.
- The entire component is styled for accessibility, with hover effects and focus states enhancing user experience.

Important Actions:

View : Displays detailed faculty information in a popup table.

Update : Redirects to the edit form for modifying faculty details.

Delete : Removes the faculty entry after confirmation with real-time status feedback.

The screenshot shows a web application interface for managing faculty. On the left, there's a sidebar with 'HEAD OF OFFICE' at the top, followed by navigation links: Home, User Approval, Faculty Approval, Faculty Updation (which is highlighted in blue), Faculty View, and Logout. The main content area has a header 'EXISTING FACULTY UPDATION'. It contains several input fields grouped into rows: 'Faculty Type' (dropdown 'Select'), 'Name' (text input 'Name'), 'Email' (text input 'Email'); 'Year of Allotment' (text input 'YYYY'), 'Status' (dropdown 'Select'), 'Modules Handled' (text input 'Module Name'); 'Major Domains' (dropdown 'Select Major Domain'), 'Minor Domains' (dropdown 'Select Minor Domain'), 'Areas of Expertise' (text input 'Areas of Expertise'); 'Institution' (text input 'Institution'), 'Mobile Number' (text input 'Mobile Number'). A 'Clear Filter' button is located at the bottom right of this section. Below this is a table with a green header containing columns: Name, Photograph, Faculty Type, Mobile Number, Email, Year of Allotment, View, Update, Delete. A single row is shown in the table: Nirmal Kumar MR, No Image, external, 07305088716, 2li339@psgtech.ac.in, 2024, with buttons for View, Update, and Delete.

Name	Photograph	Faculty Type	Mobile Number	Email	Year of Allotment	View	Update	Delete
Nirmal Kumar MR	No Image	external	07305088716	2li339@psgtech.ac.in	2024	<button>View</button>	<button>Update</button>	<button>Delete</button>

Fig-Faculty Updation

8.5 Faculty View

Purpose: The Faculty View section allows users to search, filter, and view detailed information about faculty members.

Faculty Filtering:

Users can refine their search using a variety of filters, ensuring quick access to relevant records. Available filters include:

- **Faculty Type:** Choose between Internal Faculty, External Faculty, or Contract Faculty.
- **Domain & Subdomain:** Select specific academic or research domains to narrow down faculty expertise.
- **Email:** Search directly by contact details for quick lookup.
- **Mobile Number:** Search directly by contact details for quick lookup.
- **Department:** Filter by the faculty's affiliated department or job role.
- **Designation:** Filter by the faculty's affiliated department or job role.

Viewing Faculty Details:

- Matching faculty entries will appear in a table format.
- Click the "View" button beside a faculty name to open a popup with complete details.
- The popup includes academic qualifications, domain expertise, contact details, and more.

The screenshot shows a web-based application interface for viewing faculty details. On the left, there is a sidebar with navigation links: HEAD OF OFFICE, Home, User Approval, Faculty Approval, Faculty Updation, Faculty View (which is highlighted), and Logout. The main content area has a header 'Faculty View with Filters' and a 'Clear Filter' button. Below the header are several input fields for filtering: Faculty Type (dropdown), Name (text input), Year of Allotment (text input), Status (dropdown), Modules Handled (text input), Major Domains (dropdown), Minor Domains (dropdown), Areas of Expertise (text input), Institution (text input), Mobile Number (text input), and Domain Knowledge (text input). At the bottom of the filter section is a table with the following data:

NAME	PHOTOGRAPH	FACULTY TYPE	MOBILE NUMBER	EMAIL	YEAR OF ALLOTMENT	VIEW
S.Akash Aravind	No Image	contract	7010669599	221202@psgtech.ac.in	-	<button>View</button>

Fig -Faculty View

9.Principal

9.1 Principal Dashboard(Notification & Analytical Chart):

- The Principal Dashboard offers an intuitive interface for overseeing faculty and asset activities through interactive charts and notifications.
- At the top, the notification section provides real-time updates on new faculty entries and asset transactions that require the principal's attention. These alerts ensure timely review and action, such as Acknowledgment or Approval of faculty or Asset data.
- The analytical section features multiple dynamic charts for insightful data visualization. The Issued Consumable Assets chart (Line Chart) displays trends in issued consumables over selectable years (2023–2025), helping monitor inventory flow.
- The Faculty Count Chart (Bar Chart) shows the number of faculty records added per year (Ex:2025–2026), supporting resource planning.
- The Total Sessions Handled chart (Bar Chart) provides a yearly breakdown (Ex:2025–2026) of academic sessions, offering performance insights.
- Each chart includes a Year filter with options like “All” to switch between specific and overall views.
- These analytical tools and the notification panel empower the principal to make data-driven decisions with clarity and ease.

PRINCIPAL

Home

Asset Updation

Asset View

Faculty Updation

Faculty View

Logout

Central Academy for State Forest Service - Principal Dashboard

About Us

The Central Academy for State Forest Service, Coimbatore (CASFOS) is a premier institution under the Directorate of Forest Education, Ministry of Environment, Forests, and Climate Change. It specializes in training Range Forest Officers and State Forest Service Officers.

The Principal oversees faculty and asset management, ensuring the smooth operation of training programs and institutional resources. Established in 1980, CASFOS continues to lead in forestry education.

History of the Academy

CASFOS Coimbatore is a cornerstone of forestry education, managing faculty and assets to support effective training initiatives.

Fig- Principal Dashboard

9.2 Asset Updation:

Purpose:

- The Asset Updation Module allows admins or managers to view and update detailed information of both Permanent and Consumable assets.

- This includes general details, supplier information, billing, item-level data (AMC, warranty, item IDs), and associated media (photos).

Accessing the Module:

7. Navigate to the sidebar menu.
8. Click on “Asset Updation”.
9. The page loads with tabs for:
 - Permanent Assets
 - Consumable Assets
 - Condition Change

1. Permanent Asset Updation:

- The Permanent Assets section helps users manage long-term assets like computers, furniture, or lab equipment that are tracked with unique asset IDs.
- Located under the Asset Updation Module, this section displays detailed information such as asset name, category, asset ID, serial number, model, location, purchase and warranty dates, value, and supplier details.
- Users can update existing assets by clicking the edit icon, making changes, and clicking "Save." Bill or warranty documents can also be uploaded or updated.
- Ensure all mandatory fields are completed. Use the built-in search and filters to quickly locate assets based on ID, name, or location.

The screenshot shows the 'Asset Updation' module interface. On the left, a sidebar menu includes 'Home', 'Asset Updation' (which is selected and highlighted in blue), 'Asset View', 'Faculty Updation', 'Faculty View', and 'Logout'. The main content area has a header 'Asset Updation' with tabs for 'Permanent Assets' (selected) and 'Consumable Assets'. Below is a search bar 'Search permanent assets by item name...'. Three asset cards are displayed:

- AC** (Permanent): Category: Electrical, Sub Category: Appliance, Purchase Date: 4/3/2025, Supplier: Raj Electricals, Bill No: aBShDVB3, Item IDs: ac1, ac2, ac3, ac4, ac5. Buttons: View Details, Edit.
- AC** (Permanent): Category: Electrical, Sub Category: Appliance, Purchase Date: 14/3/2025, Supplier: Raj Electricals, Bill No: REI9032512, Item IDs: ac1001, ac1002. Buttons: View Details, Edit.
- Audio Mixers** (Permanent): Category: Electronics, Sub Category: Audio/Visual Equipment, Purchase Date: 18/3/2025, Supplier: jkbfzj, Bill No: 8349832, Item IDs: aus1. Buttons: View Details, Edit.

Fig- Permanent Asset Updation

2. Consumable Assets Updation:

- The Consumable Assets section allows users to view and update frequently used items that are not individually tracked, such as stationery or cleaning supplies.
- Users can access this section by navigating to the "Consumable" tab under the Asset Updation Module.
- Each entry includes details like asset name, category, quantity, rate, purchase and bill information, supplier, and remarks.
- To edit an asset, click the edit icon, make the necessary changes, and hit "Save."
- You can also upload or update bill photos . This section does not require asset IDs and supports bulk updates.

The screenshot shows the 'Asset Updation' module. On the left, a sidebar has 'Asset Updation' selected. The main area is titled 'Asset Updation' and shows three consumable assets:

- AC**: Category: Electrical, Sub Category: Appliance, Purchase Date: 12/3/2025, Supplier: gyvuvuy, Bill No: guygu7, Quantity: 2. Buttons: View Details, Edit.
- Cooper wire**: Category: Electrical, Sub Category: N/A, Purchase Date: 6/3/2025, Supplier: bjpbjbjp, Bill No: bhabgudf7, Quantity: 2. Buttons: View Details, Edit.
- Eraser**: Category: Stationery, Sub Category: N/A, Purchase Date: 14/3/2025, Supplier: Jai store, Bill No: JS23032512, Quantity: 5. Buttons: View Details, Edit.

Fig- Consumable Asset Updation

- Make sure all required fields are filled to avoid errors. Use search and filters for quick access to specific records.

9.3 Asset View:

1.Purchase Tab

Purpose: View and filter all purchased assets.

Features:

- Filter assets by **Asset Type, Category, Subcategory, Item Name, Supplier, Source, Purchase Date**, etc.
- View purchase-related info like **supplier, quantity received, price, warranty, AMC**, and more.
- Export filtered data to **PDF or Excel**.
- Click "**View Details**" to see complete purchase and billing information.

PRINCIPAL

Dashboard

Asset View

Purchase Store/Issue Service/Return Disposal

Asset Type **Asset Category** **Sub Category** **Item Name** **Purchase Date From**
 Select Asset Type Select Asset Type First Select Category First dd-mm-yyyy

Purchase Date To **Supplier Name** **Source** **Mode of Purchase** **Bill No**
 dd-mm-yyyy Select Source Select Mode dd-mm-yyyy

Received By **AMC Date From** **AMC Date To** **Clear Filter**
 dd-mm-yyyy dd-mm-yyyy

Export to PDF **Export to Excel**

ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	PURCHASE DATE	SUPPLIER NAME	QUANTITY RECEIVED	OVERALL PRICE	DETAILS
Permanent	Electrical	Appliance	Vacuum Cleaners	10/3/2025		2	2000	View Details
Permanent	Electrical	Appliance	Fridge	10/3/2025		1	10000	View Details
Permanent	Electrical	Appliance	Switch board	3/3/2025		1	100	View Details

localhost:5173/principalassetview?username=principal

Fig- PurchaseTab

2.Store/Issue Tab

Purpose: Track asset stock in store and their issue to departments.

Features:

- Filter based on Location (store/department), Item Info, Description, Quantity, etc.
- If location is "store": See current stock and item IDs.
- If location is department: See issued quantity, location, issue date, etc.
- Export filtered data to PDF or Excel.

PRINCIPAL

Dashboard

Asset View

Store/Issue Purchase Service/Return Disposal

Asset Type **Asset Category** **Sub Category** **Item Name**
 Select Asset Type Select Asset Type First Select Category First dd-mm-yyyy

Item Description **Item ID** **Location** **Issued Date From**
 dd-mm-yyyy Enter Item ID store dd-mm-yyyy

Issued Date To **Clear Filter**

Export to PDF **Export to Excel**

ASSET CATEGORY	SUB CATEGORY	ITEM NAME	ITEM DESCRIPTION	IN STOCK	ITEM IDS
Electrical	Appliance	Switch board	mnnihj	1	hhhl

Fig- Store/Issue Tab

3.Service/Return Tab

Purpose: Monitor assets sent for service, returned from service, or exchanged.

Features:

- Filter by **Asset Info, Location, Condition** (e.g., InService, Exchanged, Repaired).
- Shows different columns based on **selected condition**:
- InService: Shows **Item ID**.
- Exchanged: Shows **Returned Quantity**.
- Others: Shows **Service No, Date, Amount**, and **Item IDs**.
- Export filtered data to **PDF or Excel**.

The screenshot shows the 'Service/Return' tab selected in the top navigation bar. On the left, there's a sidebar with links for Home, Asset Updation (highlighted in blue), Faculty Updation, Faculty View, and Logout. The main area has a form for filtering assets with fields for Asset Type, Asset Category, Sub Category, Item Name, Location, Condition, Service Date From, Service Date To, Service No, Service Amount From, Service Amount To, and a Clear Filter button. Below the form is a table with columns: ASSET TYPE, ASSET CATEGORY, SUB CATEGORY, ITEM NAME, LOCATION, CONDITION, ITEM IDS, SERVICE NO, SERVICE DATE, and SERVICE AMOUNT. Two rows of data are visible: one for a 'Permanent' asset in Furniture category (Wood) located at 'Door' with 'InService' condition, and another for a 'Permanent' asset in Electronics category (ICT Equipment) located at 'Printers' with 'InService' condition.

ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	LOCATION	CONDITION	ITEM IDS	SERVICE NO	SERVICE DATE	SERVICE AMOUNT
Permanent	Furniture	Wood	Door	N/A	InService	d101	N/A	N/A	N/A
Permanent	Electronics	ICT Equipment	Printers	officers_lounge	InService	tp2	N/A	N/A	N/A

4.Disposal Tab

Purpose: Track assets that are disposed or condemned

Features:

- Filter by **Asset Info, Inspection/Condemnation Dates, Purchase/Book/Disposal Values, Remarks**.
- Special fields for **custom sub-category** if "Others" is selected.
- View key disposal metrics and financials.
- Export filtered data to **PDF or Excel**.

PRINCIPAL

Dashboard

Asset View

Purchase Store/Issue Service/Return **Disposal**

Asset Type	Asset Category	Sub Category	Item Name	Inspection Date From
Select Asset Type	Select Asset Type First	Select Category First		dd-mm-yyyy
Inspection Date To	Condemnation Date From	Condemnation Date To	Remark	Purchase Value From
dd-mm-yyyy	dd-mm-yyyy	dd-mm-yyyy		
Purchase Value To	Book Value From	Book Value To	Disposal Value From	Disposal Value To
Clear Filter				
Export to PDF		Export to Excel		

ASSET TYPE	ASSET CATEGORY	SUB CATEGORY	ITEM NAME	ITEM IDS	PURCHASE VALUE	BOOK VALUE	INSPECTION DATE	CONDENMATION DATE	REMARK	DISPOSAL VALUE
Permanent	Sports and Goods		Football	fb32	100	99	20/3/2025	25/3/2025	hvbhvj	101
Permanent	Electrical	Gowri Category	Gowri item	ggg4	50	56	11/3/2025	11/3/2025	fsfsfv	57

Fig - Disposal Tab

9.4 Faculty Updation:

1. Search Faculty Filter

- The Filter feature helps the Principal quickly locate specific faculty records by applying criteria like name, faculty type, year of allotment, domain, and subdomain.
- It supports dynamic filtering and updates the table in real-time based on selected options.
- A “Clear Filter” button is provided to reset all selections and reload the complete faculty list instantly.

PRINCIPAL

Dashboard

EXISTING FACULTY UPDATION

Total No of Faculties: 40

Faculty Type:	Name:	Email:	Year of Allotment:
Select	Name	Email	YYYY
Status:	Modules Handled:	Major Domains:	Minor Domains:
Select	Module Name	Select Major Domain	Select Minor Domain
Areas of Expertise:	Institution:	Mobile Number:	
Areas of Expertise	Institution	Mobile Number	

Clear Filter

Name	Photograph	Faculty Type	Mobile Number	Email	Year of Allotment	View	Update	Conduct	Notify	Delete
Nirmal Kumar MR	No Image	external	07305088716	2li339@psgtech.ac.in	2024	View	Update	Add Conduct	Notify	Delete

Fig -Faculty Updation

2.Add Conduct(Only Principal Mode of Access)

- The Add Conduct feature allows the Principal to record conduct-related information for any faculty member.
- Upon clicking the "Add Conduct" button, the user is redirected to a separate page to input relevant details such as conduct summary and remarks.
- This helps in maintaining proper documentation for evaluations or future references.

The screenshot shows a user interface for adding faculty conduct. On the left, there's a sidebar with links: Home, Asset Updation, Asset View, Faculty Updation (which is highlighted in blue), Faculty View, and Logout. The main area has a title 'Add Faculty Conduct'. It includes fields for 'Faculty Name' (Nirmal Kumar MR) and 'Conduct' (with a dropdown menu showing 'Select Conduct' and options: Best, Good, Average, Bad, Worst). A green 'Submit' button is at the bottom right.

Fig- Add Conduct(Faculty)

3.Notification

- The Notify feature allows the Principal to send custom remarks or alerts to individual faculty members, especially in cases where there is missing, incorrect, or incomplete data.
- When the "Notify" button is clicked for a faculty entry, a popup appears prompting the Principal to enter specific remarks or instructions.
- This ensures direct communication and helps faculty members correct or update their information.
- Once submitted, the button updates to show the current status—"Notifying..." while the request is being processed, "Notified" upon successful delivery, or "Failed" if the notification could not be sent.
- This feature is essential for maintaining data accuracy and accountability.

The screenshot shows a user interface for managing faculty. On the left, there's a sidebar with navigation links: Home, Asset Updation, Asset View, Faculty Updation (which is highlighted in blue), Faculty View, and Logout. The main area has a header 'EXISTING FACULTY UPDATION' and a sub-header 'Total No of Faculties: 40'. Below this is a form with fields for Faculty Type, Name, Email, Year of Allotment, Status, Modules Handled, Major Domains, Minor Domains, Areas of Expertise, and a text area for 'Enter notification remarks'. A modal window titled 'Notify Faculty' is open, containing a text input field 'Enter notification remarks:' with placeholder 'Enter remarks here...', a 'Submit' button, and a 'Cancel' button. At the bottom of the main page is a table with columns: Name, Photograph, Faculty Type, Name, Email, Year of Allotment, View, Update, Conduct, Notify, and Delete. The table contains three rows of faculty data.

Name	Photograph	Faculty Type	Name	Email	Year of Allotment	View	Update	Conduct	Notify	Delete
Nirmal Kumar MR	No Image	external	07305088716	2li339@psgtech.ac.in	2024	<button>View</button>	<button>Update</button>	<button>Add Conduct</button>	<button>Notify</button>	<button>Delete</button>
Akil	No Image	internal	07305088716	2li339@psgtech.ac.in	a	<button>View</button>	<button>Update</button>	<button>Add Conduct</button>	<button>Notify</button>	<button>Delete</button>
Nirmal Mehta	No Image	internal	07305088716	2li339@psgtech.ac.in	2014	<button>View</button>	<button>Update</button>	<button>Add Conduct</button>	<button>Notify</button>	<button>Delete</button>

Fig- Notification

9.5 Faculty View

Purpose: The Faculty View section allows users to search, filter, and view detailed information about faculty members.

Faculty Filtering:

Available filters include:

- Faculty Type (Internal Faculty/External Faculty/Contract Faculty)
- Domain & Subdomain
- Email
- Mobile Number
- Department
- Designation

Click "Search" to display the filtered results.

Viewing Faculty Details:

- Matching faculty entries will appear in a table format.
- Click the "View" button beside a faculty name to open a popup with complete details.

- The popup includes academic qualifications, domain expertise, contact details, and more.

Name	Photograph	Faculty Type	Mobile Number	Email	Year of Allotment	View
Nirmal Kumar MR	No Image	external	07305088716	2li339@psgtech.ac.in	2024	<button>View</button>
Akil	No Image	internal	07305088716	2li339@psgtech.ac.in	a	<button>View</button>

Fig -Faculty View

- Click the "View" button beside a faculty name to open a popup with complete details.

Status:	serving
Conduct:	-
Remarks:	-
Modules Handled:	
Major Domains:	
Minor Domains:	
Faculty Type:	external
Name:	Nirmal Kumar MR
Cadre:	a
Year Of Allotment:	2024
Rr Sfs Date:	-
Date Of Joining:	-

Fig - Entire Faculty View