Ideation Phase

Brainstorm & Idea Prioritization Template

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Team ID: NM2025TMID07700
Project Name: Educational Organization using ServiceNow
Name: Soniya Rani M
Department: Artificial Intelligence and Data Science
Maximum Marks: 4 Marks

Educational Organization using ServiceNow Template:

This project aims to build an **Educational Organization Management System** using **ServiceNow**, providing a centralized platform to manage students, staff, courses, and administrative processes efficiently. The system helps automate workflows such as admission tracking, student record management, faculty allocation, timetable scheduling, and performance monitoring.

Through ServiceNow's workflow automation, educational institutions can enhance productivity by minimizing manual operations and ensuring data consistency. The project also ensures seamless communication between departments and provides role-based dashboards for students, faculty, and administrators.

The workflow will include form creation for student data, catalog items for course enrollment, and reports to analyze performance and attendance. By automating repetitive administrative tasks, this project will improve operational efficiency and overall user experience within the organization.

Step 1: Team Gathering, Collaboration and Problem Selection

Reference: https://www.mural.co/templates/brainstorm-and-idea-prioritization

Team members collaborate to identify challenges in traditional educational administration, such as manual data entry, slow communication, and inefficient record handling. The chosen problem statement focuses on automating and streamlining educational workflows using ServiceNow.

Step 2: Brainstorm, Idea Listing and Grouping

Brainstorm:
Team members propose ideas for automating processes like student registration, timetable management, feedback collection, and report generation.

Idea Listing:
- Automate student enrollment process
- Generate performance reports dynamically
- Manage faculty workload efficiently
- Create a feedback and grievance system
- Maintain attendance and results digitally

Grouping:
Ideas are categorized into modules like **Student Management**, **Course Management**, **Faculty Management**, and **Reports & Analytics** for better structure.

Action Planning:

Each module is assigned to a team member with defined timelines for design, development, and testing.

Step 3: Idea Prioritization

Idea Prioritization:
Prioritization helps break the large educational system into clear, manageable modules. The key focus areas are student management and academic workflow automation. These modules will be developed first to establish the foundation for other components like analytics and notifications.

Using visual tools and flowcharts, the system's architecture will highlight relationships between modules and workflows. This structured prioritization ensures smooth development and effective project execution.