ProjectReport

1. Introduction

Project:EducationalOrganizationUsingServicenow

(a) ProjectOverview

The Educational Organization Using Servicenow project is designed to streamline and enhance the operationsof educationalinstitutionsby implementingdigitalworkflowsthroughthe Servicenowplatform.This project focuses on automating common processes such as student admissions, issue tracking, service requests, and administrative tasks.This project is designed to simplify and enhance the effective management of both student and teacher data within an educational institution.

This project aims to streamline and automate administrative operations within an educational organization by leveraging the capabilities of Servicenow, a powerful cloud-based platform. By implementing Servicenow, the institution can manage key educational processes such as student admissions, attendance, faculty management, service requests, and academic tracking in a centralized and secure environment.

Servicenow acts as a digital transformation tool, replacing traditional manual and paper-based systems with efficient, transparent, and data-driven workflows. This enhances productivity, improves data accuracy, and reduces administrative overhead, benefiting both staff and students.

(b) Purpose

Thisprojectprimarily aimsto digitallytransformtheoperationsofeducationalinstitutionsthrough the Servicenow platform. Ineducational institutions, storing large amounts of studentinformation in physicalform isverydifficult.That'swhythisprojectisdesignedtodigitizeandsimplifythestorageand management ofsuch data.

This project digitizes key processes such as student admissions, attendance tracking, staff management, service requests, and academic support, thereby enhancing overall productivity and reducing dependency on physical documentation.Ineducationalinstitutions,physicaldocumentationisofteninsecureanddifficulttomanage.This

project also aims to solve this problem by offering a safe and efficient digital solution for managing records. It ensures that data is stored securely, easily accessible, and can be updated or retrieved in real time.

2. IdeationPhase

TeamID	LTVIP2025TMID28774
ProjectName	**Educationalorganization usingServicenow**

(a) ProblemStatement

The Educational Management System is a comprehensive digital platform developed to streamline and automate various administrative tasks within educational institutions. It enables efficient and secure managementofbothstudentandteacherdata,ensuringaccuracyandeasyaccessibility.Thesystemsimplifiesthe admission process by digitizing application tracking, document verification, and enrollment procedures. Additionally, it offers powerful tools to monitor student progress, including attendance tracking, academic performance. It is very useful for educational institutions because it helps manage data better and makes daily tasks easier and more secure.

This projecthelps reducetheuseofpaperrecords ineducationalinstitutions byofferingadigitalsolution. With the help of this project, student records can be quickly and efficiently accessed whenever needed.Educational institutions today face numerous challenges in managing their day-to-day administrative operations.Traditional methodsofhandlingstudentadmissions,facultyrecords,attendancetracking,andacademicmonitoringareoften manual,paper-based,time-consuming,andpronetoerrors.Theseoutdatedsystemsresultininefficiencies,delays in decision-making, mismanagement of data, and lack of transparency across departments.

The Increasing number of students and faculty members in educational institutions further amplifies the complexity of managing records and processes effectively.As aresult, institutions struggle to maintain accurate andup-to-datestudentandstaffdata,whichdirectlyimpactsthequalityofeducationandtheoverallinstitutional performance. Important tasks such as monitoring student progress, tracking attendance, and handling admission inquiries become tedious and inconsistent without a unified platform. In addition, physical documentation not onlyincreasesadministrative workloadbutalsoraisesconcernsregardingdatasecurity,storagespace,andlong-

term accessibility. It offers automated workflows, centralized data management, and user-friendly tools that simplifythehandlingofstudentandteacherrecords,enhancecommunication,andimprovetheoveralloperational efficiency of educational institutions.

Challengesofeducationalorganizationusing Servicenow :

- Theinitialsetupandlicensingcanbe expensive, especiallyforbudget-constrainedinstitutions.
- Transferringlargevolumesofstudent,faculty,andacademicdatafromlegacysystemsisdifficult.
- Transferring existing student andacademic data from old systemstoServicenowcan becomplex and risky.
- DifficultiesinconnectingServicenowwithexistingtoolslikeLMS,ERP,orHRsystems.

Objectivesofeducationalorganizationusing Servicenow:

- Modernizelegacysystemsandprocessestocreate a moreagile,responsive educational environment.
- Usereal-timeanalyticsanddashboardstomonitorperformance andinformpolicydecisions.
- Provideauser-friendlyportalwherestudentsandfacultycanrequestservices,findinformation,andtrack issues.
- Improvecoordinationbetweenacademicandadministrativefunctions.
- TrackusageofITassets,facilities,andsupportstafftime.

3. RequirementAnalysis

TeamID	LTVIP2025TMID28774
ProjectName	EducationalOrganizationUsingServicenow

(a) SolutionRequirement

- **FunctionalRequirements**

FRNo	Functional Requirement	SubRequirement
FR-1	SettingUpServicenow Instance	SettingupaServicenowinstanceinvolvescreatingapersonaldeveloperaccountonthe
		Servicenow Developer site and requesting a free cloud-based instance.

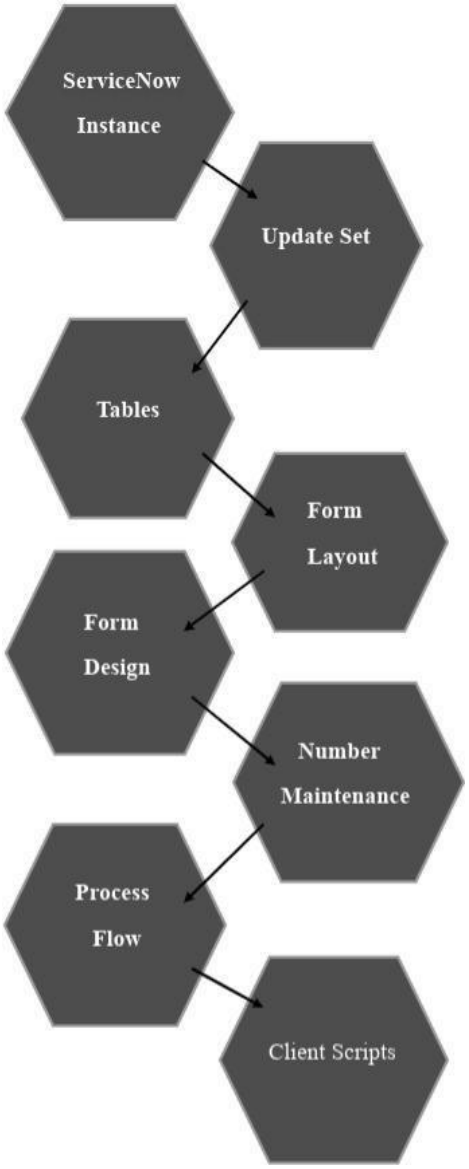
FR-2	CreatingAUpdateSet	Update Sets are used in Servicenow to capture and transfer configuration changes from one instance to another. This helps to track student admission management, attendance, and other educationalprocessesefficientlywithinthe Servicenowplatform.
FR-3	CreatingATable	Tablesareusedtostorestudentrecordsina simple and organized manner.
FR-4	FormLayout	Form layout enables the proper separation of student records into sections and highlights mandatory fields, ensuring organized data entry and completeness.
FR-5	FormDesign	Educationalorganizationprojectformdesignis essentialformanaginganddisplayingstudent, teacher, and service-related data.
FR-6	NumberMaintenance	Educational organization project, this feature is usedtoassignandmaintainuniqueidentifiersfor different records.
FR-7	ProcessFlow	Process Flow refers to the step-by-step sequence of tasks or actions that define how a particular function or service is carried out within the Servicenow platform. Educational organization project,processflowshelpautomateandmanage variousoperationslikestudentadmissions,staff onboarding,andservicerequests.
FR-8	ClientScripts	clientscriptsareusedtoensurecorrectdataentry and improve the usability of forms for students, teachers, and admins.

- **Non-FunctionalRequirements**

NFR No	Non-FunctionalRequirements	Description
NFR-1	Usability	Servicenow enhances usability in educational institutionsbyprovidingauser-friendlyandefficient
		digitalplatformformanagingvariousadministrative and academic tasks.

NFR-2	Security	Servicenow provides a secure platform for managing sensitive data in educational institutions.
NFR-3	Reliability	Servicenowensureshighreliabilityforeducational institutionsbyofferingastable,consistent,and trustworthydigitalplatformformanagingacademic and administrative operations.
NFR-4	Performance	Servicenow enhances the performance of educational organizations by optimizing administrative processes, improvingresponsetimes,andensuringefficient managementofacademicoperations.
NFR-5	Availability	Availabilityreferstohowconsistentlyandreliablythe Servicenow platform is accessible to users—students, faculty, and administrative staff—when needed.
NFR-6	Scalability	ScalabilityreferstotheabilityoftheServicenow platformtogrowandadaptastheneedsofan educational institution increase—whether in terms of users, data volume, or services.

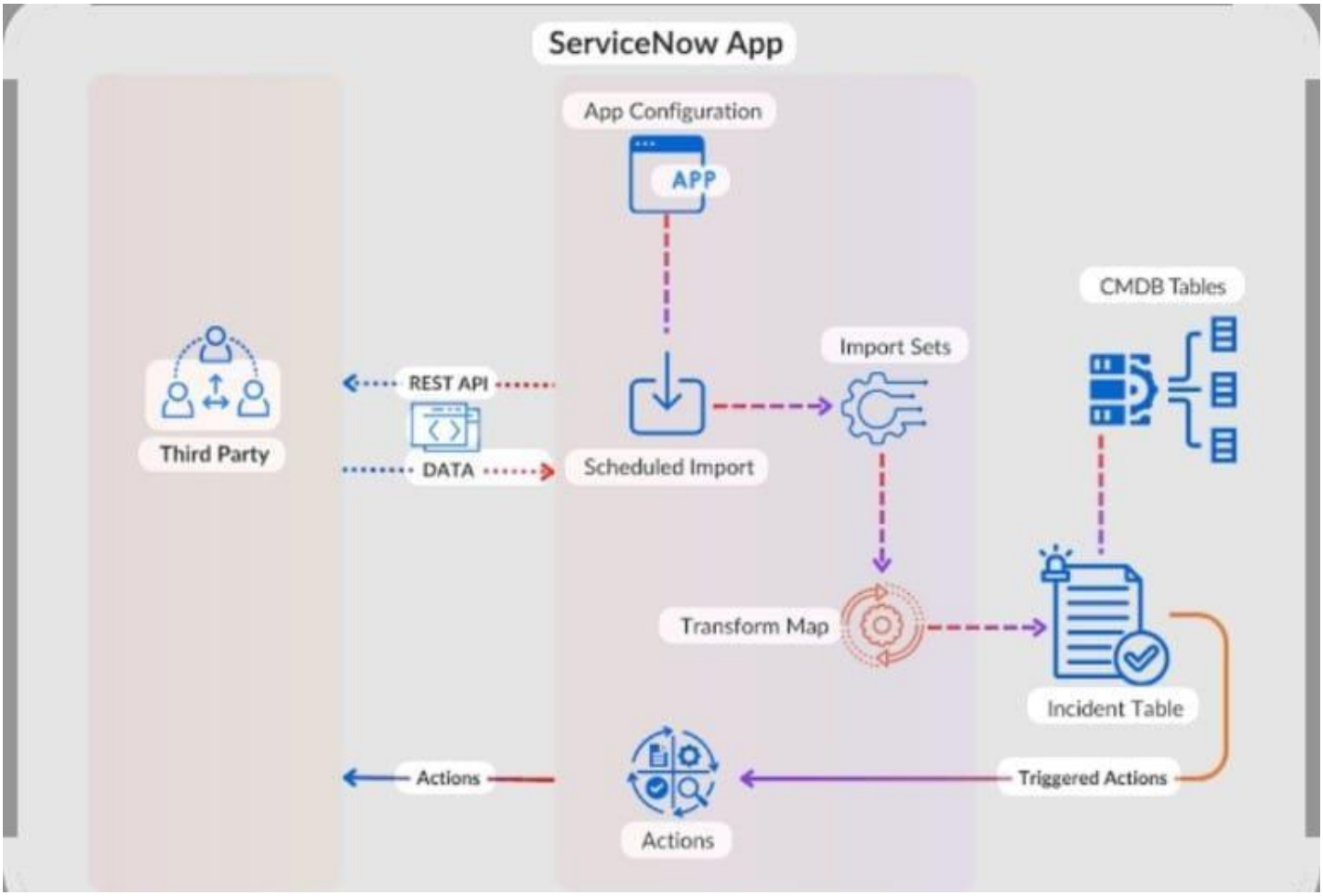
(b) DataFlowDiagram



(c) TechnologyStack

A technology stack is a combination of software tools, programming languages, frameworks, and technologies used to build and run an application or project. The technology stack of Servicenow is a blend of proprietary and standard technologies that support its cloud-based, enterprise service management platform.

ArchitectureofServicenow:



The architecture of Servicenow is designed as a multi-instance, cloud-based platform that ensures scalability, flexibility, and security. It is structured into several key layers, beginning with the User Interface layer, which providesusers withaccess throughwebbrowsers,mobileapps, andserviceportals.TheApplicationlayercontains built-in modules like incident management, change management, and custom applications tailored to specific businessorinstitutionalneeds.AtthecoreliesthePlatformlayer, alsoknownastheNowPlatform,whichincludes the workflow engine, scripting capabilities,APIs, and automation tools that power the platform's functionality.

4. ProjectPlanning&Scheduling

TeamID	LTVIP2025TMID28774
ProjectName	EducationalOrganizationUsingServicenow

FunctionalRequirement	UserStory	No of Activity	TeamMember
SERVICENOW INSTANCE	Asadmin, Iwant to create and configure a new Servicenow instance, So that I can digitizeandmanageprocesseslikestudent admissions,attendance,andstaffrecords efficiently.	1	G.Hyma
UPDATESET	As user, in an educational organization, I want to create and manage Update Sets, So that I can capture and move customizations related to student admissions, attendance tracking, and facultymanagementfromthe development instance to the testing or production instance efficiently.	1	G.Hyma
TABLE	As auser, Iwantto createacustomtable to store student records,So that I can securely manage and retrieve student informationsuchaspersonaldetails, academic history, and admission status in a structured format.	3	G.Krishnakumari
FORMLAYOUT	Asauser,Iwanttodesignastructuredand user-friendly form layout for student admissions, So that admission staff can easilyenter,view,andupdatestudent details in an organized and efficient manner.	1	Ch.Thanuja
FORMDESIGN	As a user , I want to design a customized formforstudentdataentryanddisplay,So thatstaffcanefficientlyinput,update,and viewstudentrecordswith aclean,logical, anduser-friendlyinterface.	3	E.Purnima
NUMBER MAINTENANCE	As a user , I want to design a customized formforstudentdataentryanddisplay,So thatstaffcanefficientlyinput,update,and viewstudentrecordswith aclean,logical, anduser-friendlyinterface.	1	Ch.Thanuja

PROCESS FLOW	As a user , I want to design a clear and automated process flow for student admissions,So that all departments involved admissions, finance, academic can follow a consistent, step-by-step processandensuretimelyandaccurate completionofeachstage.	1	Ch.Thanuja
CLIENTSCRIPTS	As adeveloper , I want to create client scripts for the student admission form, So that I can enhance the user experience by automatically populating fields, validatinginputs,andcontrollingfield visibilityonthe clientside.	6	G.Mahalaxmi

Setting up Service	Setting up Service	× Geddapu Hyma	✓ ✗
Creating a Update	Creating a Update	× Geddapu Hyma	✓ ✗
Creating a Table	Creating Salesfor	× Guruvelli Krishna Kumari	✓ ✗
Creating a Table	Creating Admissic	× Guruvelli Krishna Kumari	✓ ✗
Creating a Table	Creating Student	× Guruvelli Krishna Kumari	✓ ✗
Form Layout	Configuring Table	× Chetta Tanuja	✓ ✗
Form Design	Creating Form De	× Eeti Purnima	✓ ✗
Form Design	Creating Form De	× Eeti Purnima	✓ ✗
Form Design	Creating Form De	× Eeti Purnima	✓ ✗
Number Mainten	Creating Number	× Chetta Tanuja	✓ ✗
Process Flow	Creating Process	× Chetta Tanuja	✓ ✗
Client Script	Creating "Auto po	× Gorle Mahalaxmi	✓ ✗
Client Script	Creating "Pincode	× Gorle Mahalaxmi	✓ ✗
Client Script	Creating "Disable	× Gorle Mahalaxmi	✓ ✗
Client Script	Creating "Total Up	× Gorle Mahalaxmi	✓ ✗
Client Script	Creating "Result"	× Gorle Mahalaxmi	✓ ✗
Client Script	Creating "Percent	× Gorle Mahalaxmi	✓ ✗

5. ProjectDesign

Proposedsolution:

S. No	Parameters	Description
1.	ProblemStatement	The Educational Management System is a comprehensive digital platform developed to streamline and automate variousadministrativetaskswithineducationalinstitutions. It enablesefficientandsecuremanagementofbothstudent andteacherdata,ensuringaccuracyandeasyaccessibility.
2.	Solution Description	Thisisenables real-timetrackingandserviceautomation, allowingeducationalinstitutionstorespondquicklyto requestsandmanageresourcesmoreefficiently.
3.	Uniqueness	The uniqueness of the Educational Organization using Servicenow project lies in its ability to ensure a secure digital transformation, significantly reducing the administrative burden while enhancing accuracy, operationalefficiency,andtransparencyinacademic processes.
4.	SocialImpact	The Educational Organization using Servicenow project creates a meaningful social impact by ensuring equal and timely access to academic resources and services for both students and staff, thereby promoting inclusivity and strengtheningsupportacrossdiverseeducational communities.
5.	BusinessModel	Business model focused on enhancing institutional efficiency and user experience through digital transformation.The modelleveragesthecapabilities ofthe Servicenowplatformtodeliversmart,automatedsolutions forcoreeducationalservices.
6.	Scalability Of The Solution	Thisprojectisbuiltonascalablearchitecturethatcaneasily adapttothegrowingneedsofinstitutionsofallsizes—from smallcollegestolargeuniversitiesoreducationgroupswith multiplecampuses.

Milestone-1:SettingupInstance

Purpose :

TheServicenowinstanceisusedtodigitizeandstreamlinekeyadministrativeprocessesinaneducational organization.Ithelpsmanagestudentadmissions,attendance,facultydata,andservicerequeststhrough

automated workflows. This improves efficiency, data accuracy, and collaboration while reducing manual work and paperwork.

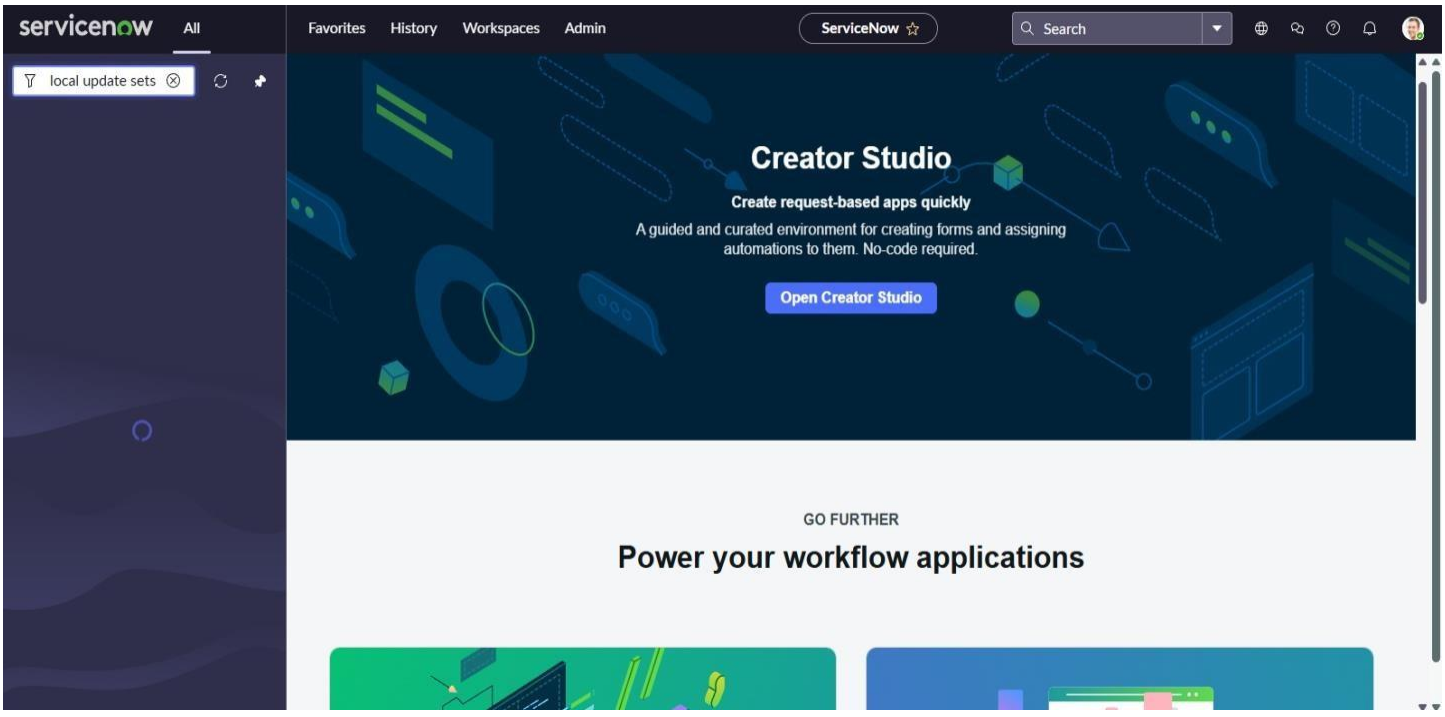
Uses:

The Servicenow instance is used to automate student admissions, track attendance, manage faculty and student records, handle service requests, and monitor academic progress.

Activity-1:Servicenowinstance

Steps:

1. SignintoyourServicenowinstancewiththegivencredentials.
2. GototheServicenow Developersite:developer.Servicenow.com.
3. Signupandlogintoyourdeveloperaccount.
4. NavigatetoPersonalDeveloperInstance.
5. ClickRequestInstanceandsubmittherequireddetails.
6. Waitforanemailwithyourinstanceaccesslink



Milestone-2:UpdateSet

Purpose :

Update set is used to track, manage, and migrate customizations like forms, tables, and workflows related to student admissions, attendance, and academic records. It ensures safe deployment, error-free updates, and helps maintain consistency across development and productionenvironments.

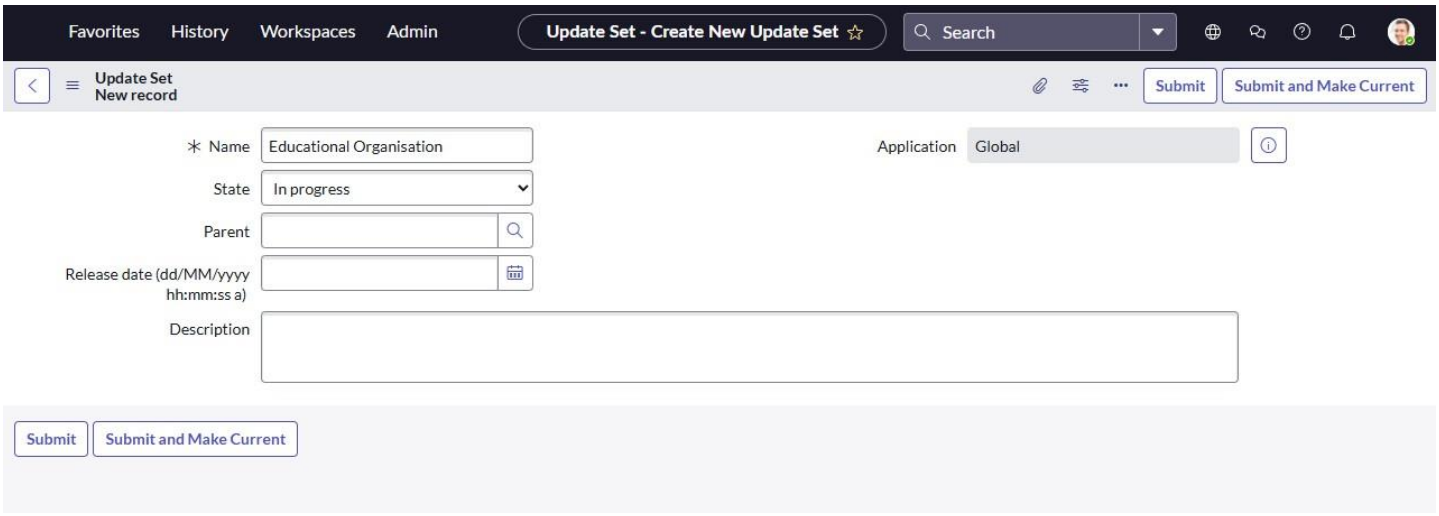
Uses:

Tracks modifications made to applications (like student admission or attendance modules), allowing rollback if needed. Once an update set is created for features like course registration or faculty evaluation, it can be reused or cloned for other departments or campuses.

Activity-1:Createupdateset

Steps:

1. ClickonAll>>Localupdatesets
2. Clickonnew



3. EntertheDetailsName:EducationalOrganisation
4. ClickonSubmitandmake Current.

Milestone-3:Table

Purpose:

Tables are used to store and organize data such as student records, faculty details, attendance, admissions, and academic progress. They help in centralizing information, enabling easy access, retrieval, and management of educational data within the Servicenow platform.

Uses:

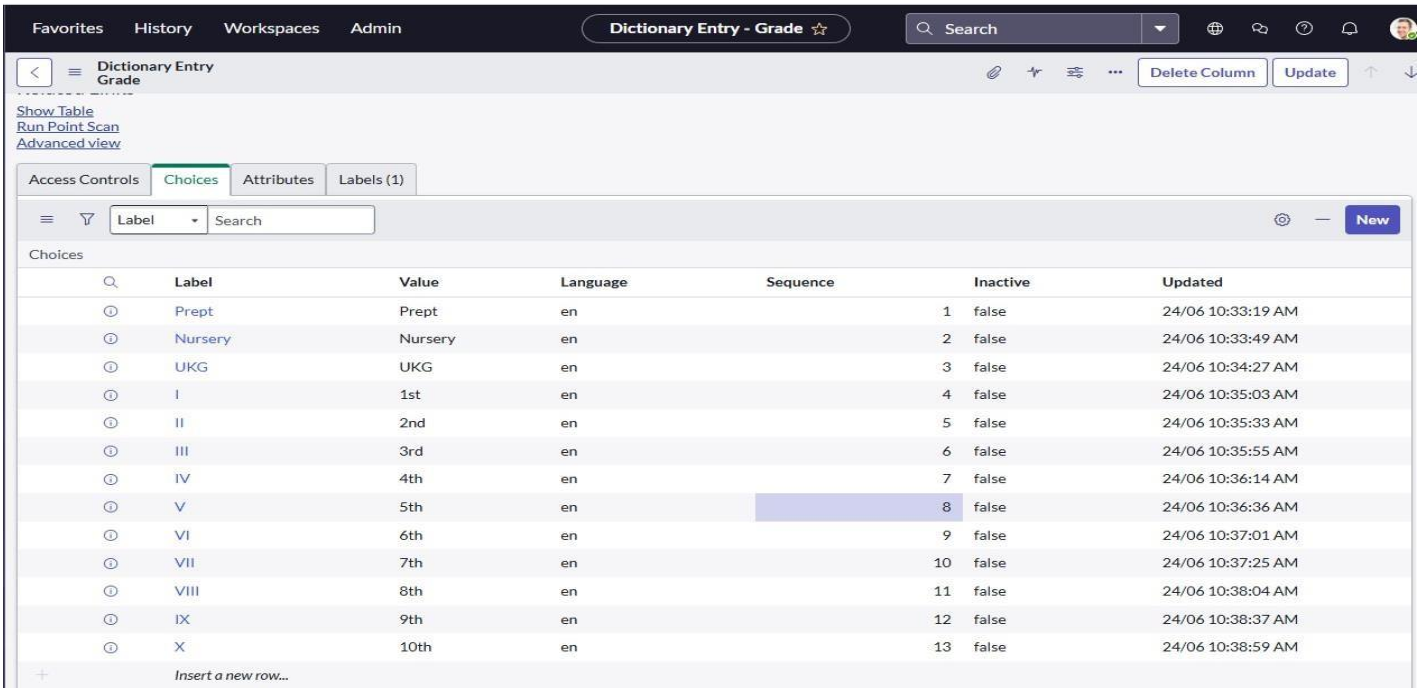
Storeandorganizestructureddata ,Alloweasyretrievaland filtering ,Enable datarelationships acrosssystems, Support report generation , Help in process automation , Maintain data accuracy and integrity

Activity-1:CreatingSalesforceTable.

1. All>>Tables.
2. Clickonnew
3. EntertheLabelSalesforcedoubleClickonNameitwillAutomaticallygenerateApiname.
4. Createcolumnsasgivenbelow,DoubleClickonColumnlabelandEntertheColumn labelsand clickon the tick mark <<Give Type as given .

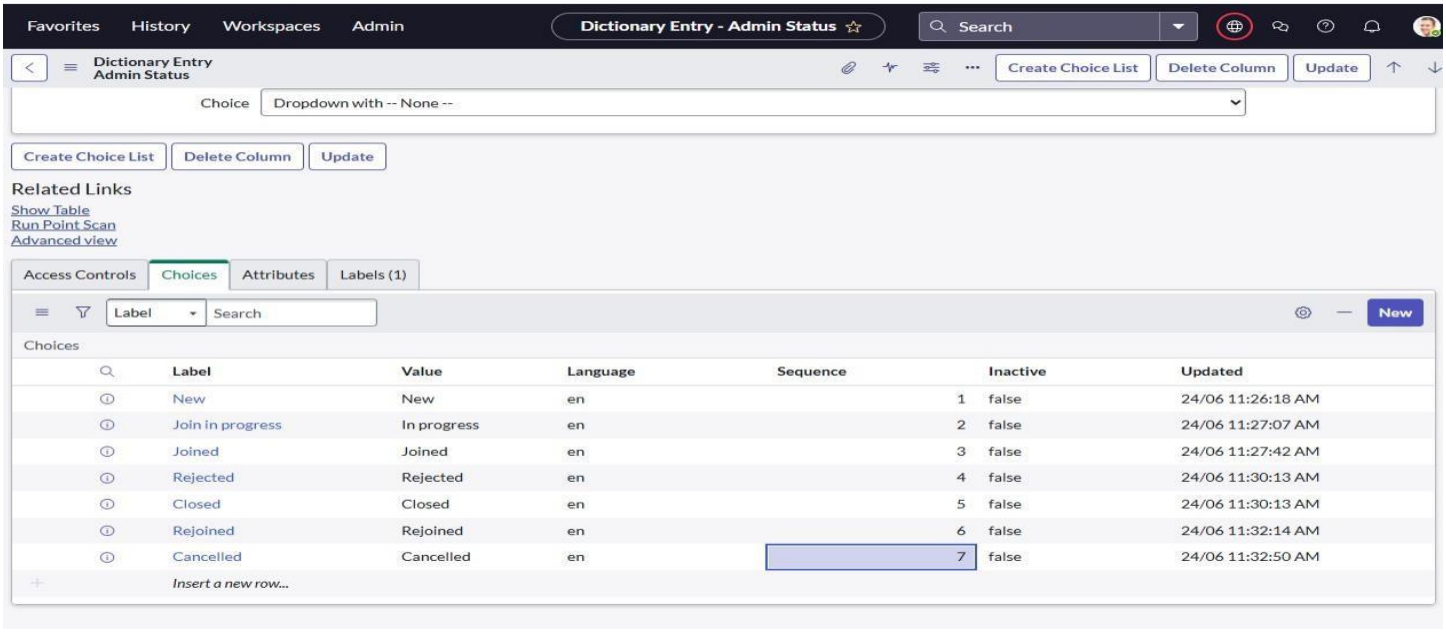
5. Clickoncontrols>>EnableExtensible.
6. Clickon“AdminNumber”column,InRelatedLinksClickonAdvancedView>>DefaultView(Enable Use dynamic default) >> select Get Next Padded Number in Dynamic default value >> Update .

7. Clickon“Grade”Column>>ClickonChoicesandgiveLabel,ValueandSequenceasgivenbelow.

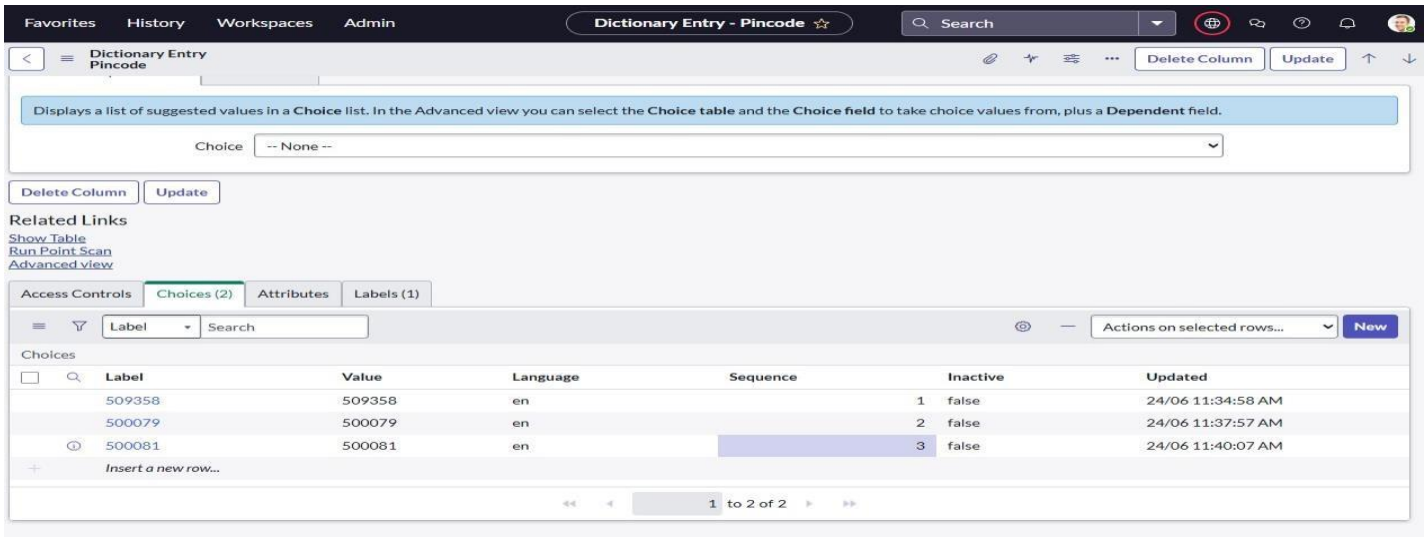


Activity-2:CreatingAdmissionTable

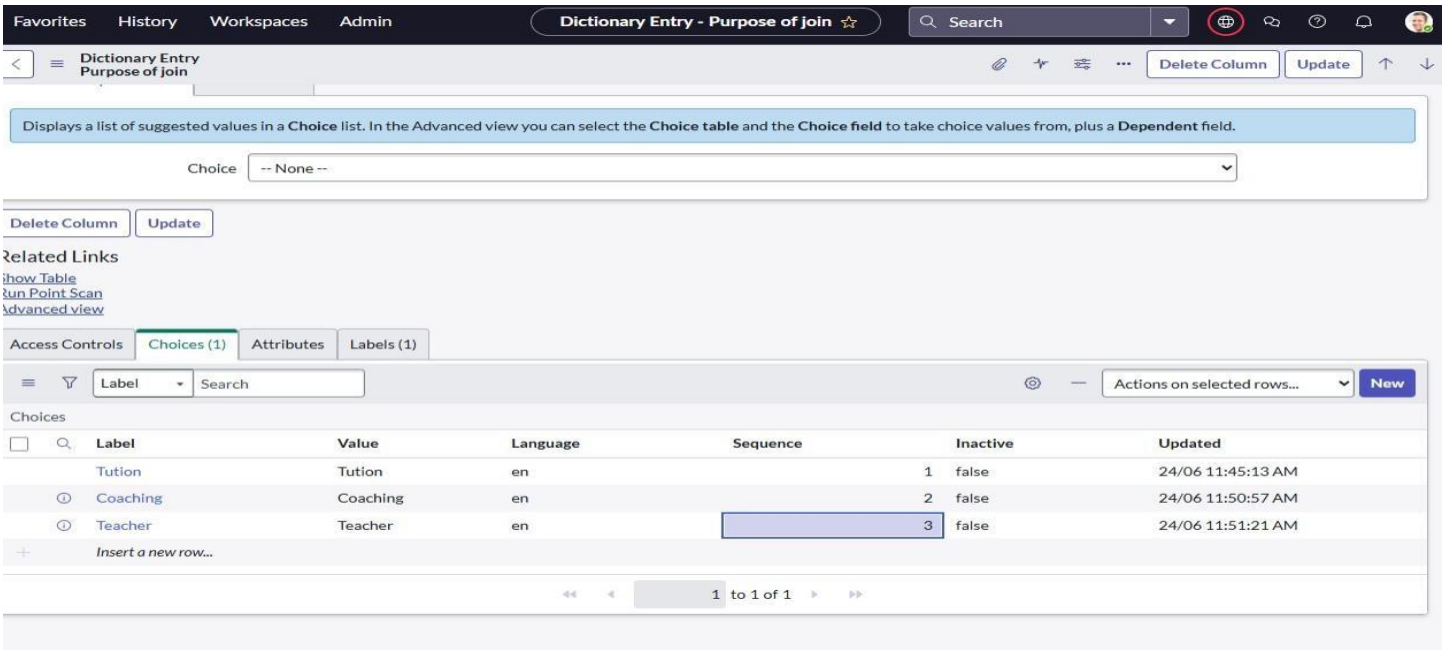
1. CreateanAdmissionTablewithColumnsgiven.
2. SelectExtendsTable>>SalesforceandalsoSelectAddmoduletomenu>>Salesforce.
3. CreateFieldsasshown
4. CreatechoiceforAdminStatusas



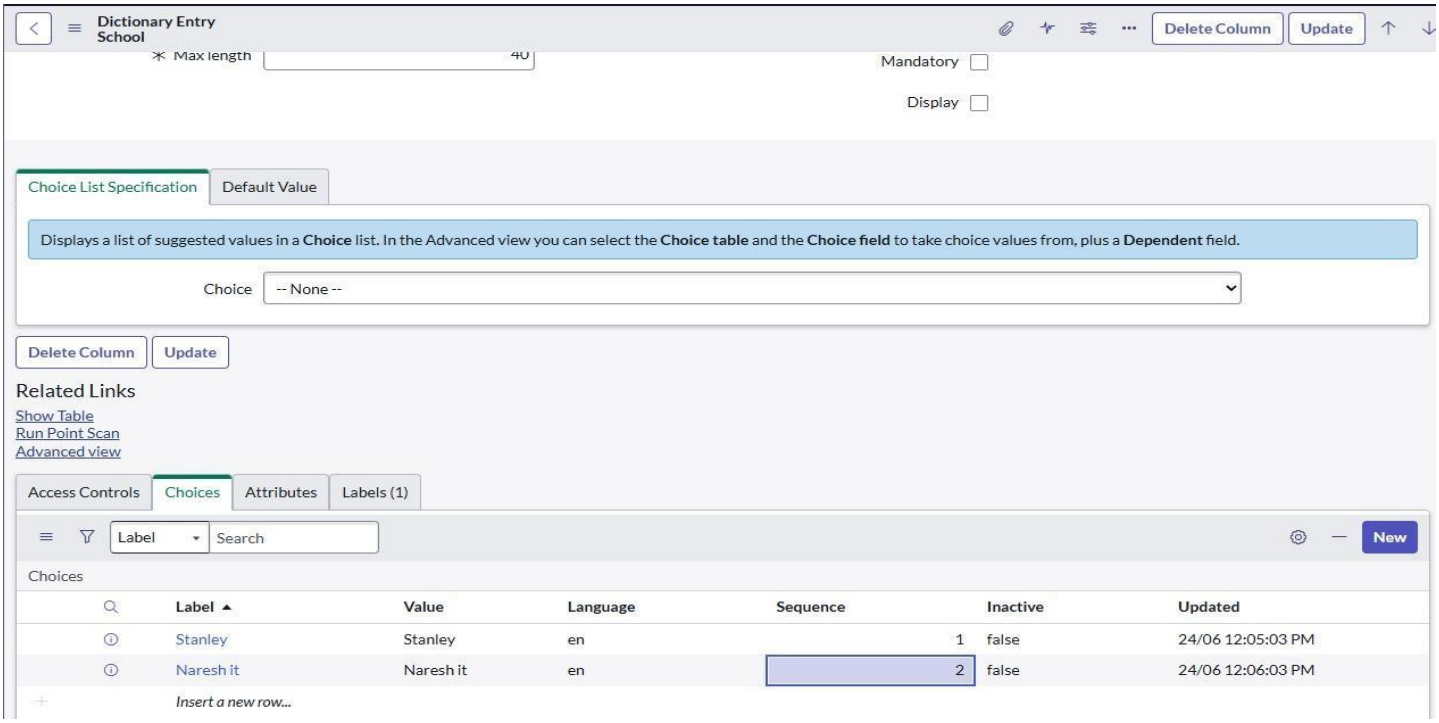
5. Create choiceforPincodeas



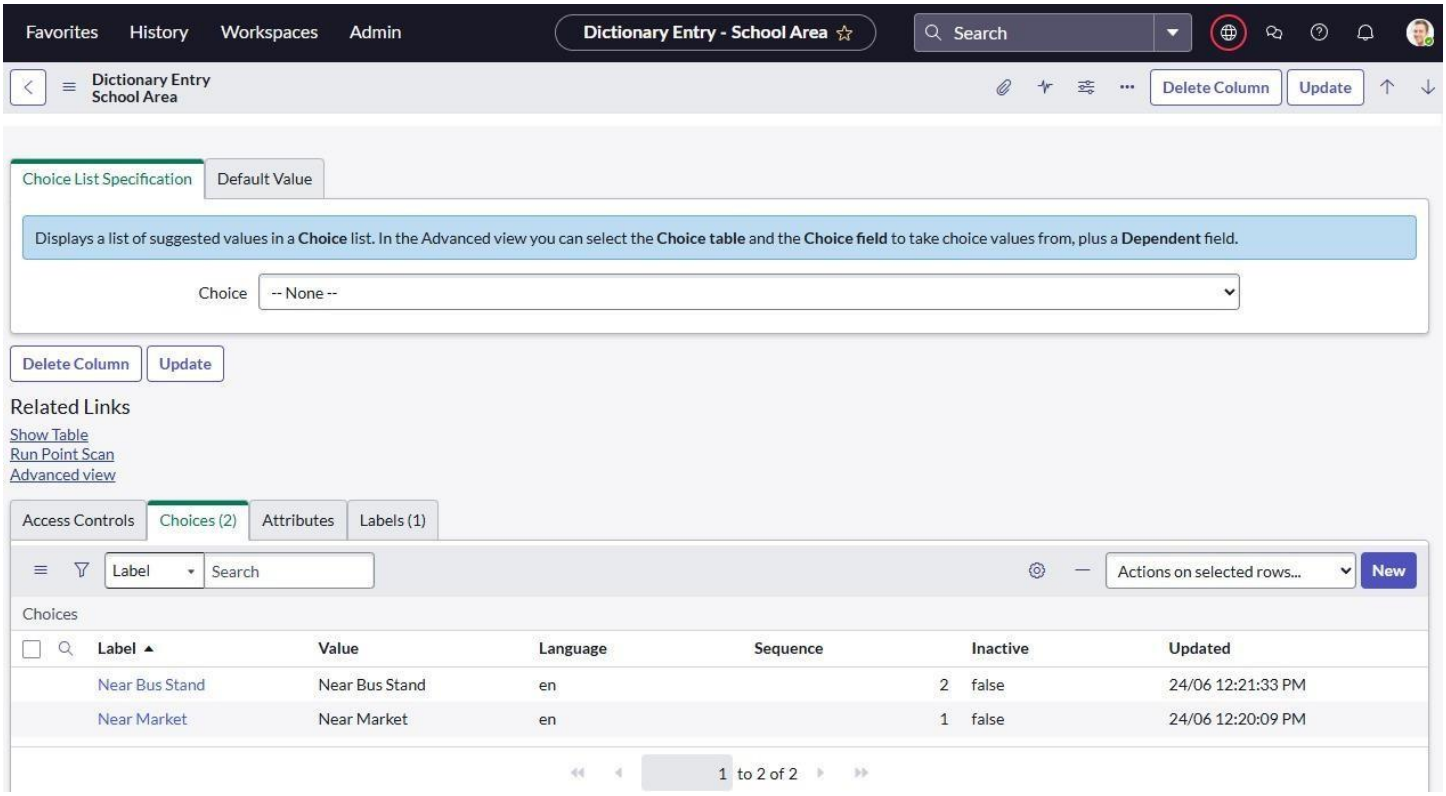
6. Create choiceforpurposeofjoin



7. Create choiceforschool



8. Create choiceforschoolarea



Activity-3:CreatingStudentProgressTable

1. CreateaStudentProgressTablewithColumnsgiven.
2. SelectAddmodule tomenu>>Salesforce.
3. CreateFieldsasshow

X	Admission Number	Reference	Salesforce	32	false
X	English	String	(empty)	40	false
X	Hindi	String	(empty)	40	false
X	Maths	String	(empty)	40	false
X	Percentage	String	(empty)	40	false
X	Result	String	(empty)	40	false
X	Science	String	(empty)	40	false
X	Social	String	(empty)	40	false
X	Telugu	String	(empty)	40	false
X	Total	String	(empty)	40	false
	Insert a new row...				

Milestone-4:FormLayout

Purpose:

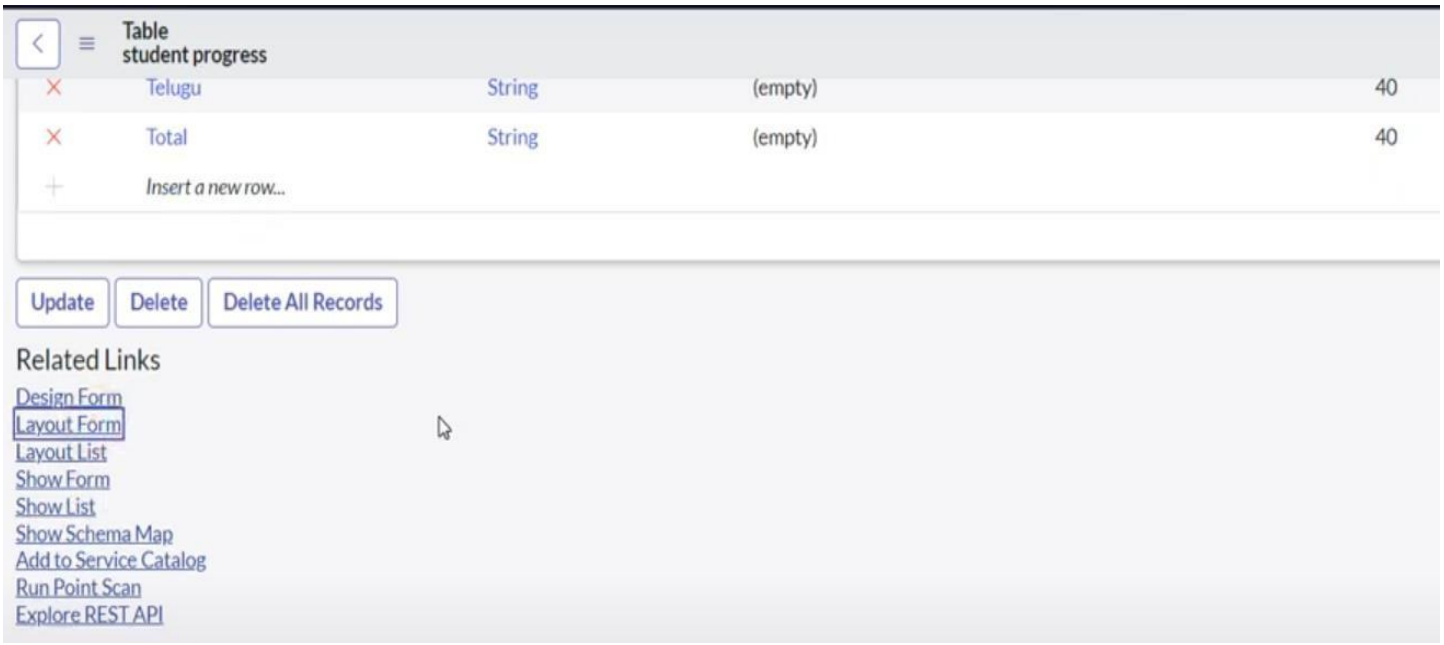
FormLayoutisusedtoorganizeanddisplayfieldsin astructuredwayonforms.It helpseducationalinstitutions separate student and faculty data, show important details clearly, and improve data entry and user experience.

Uses :

Organizesformfieldsforbetter clarity,Separatesstudent,faculty,and admin datasections,Highlightsmandatory fieldsfor accuratedataentry,Improves userexperienceandefficiency,Supports customizedviewsfordifferent users.

Acivity-1:TableformforStudentProgressTable

1. IntheStudentProgressTablePage,ClickonLayoutform.



2. ClickonAdmissionNumber[+].

3. Select below Admission Number fields in Available side and send it to selectedsideas below >> save.

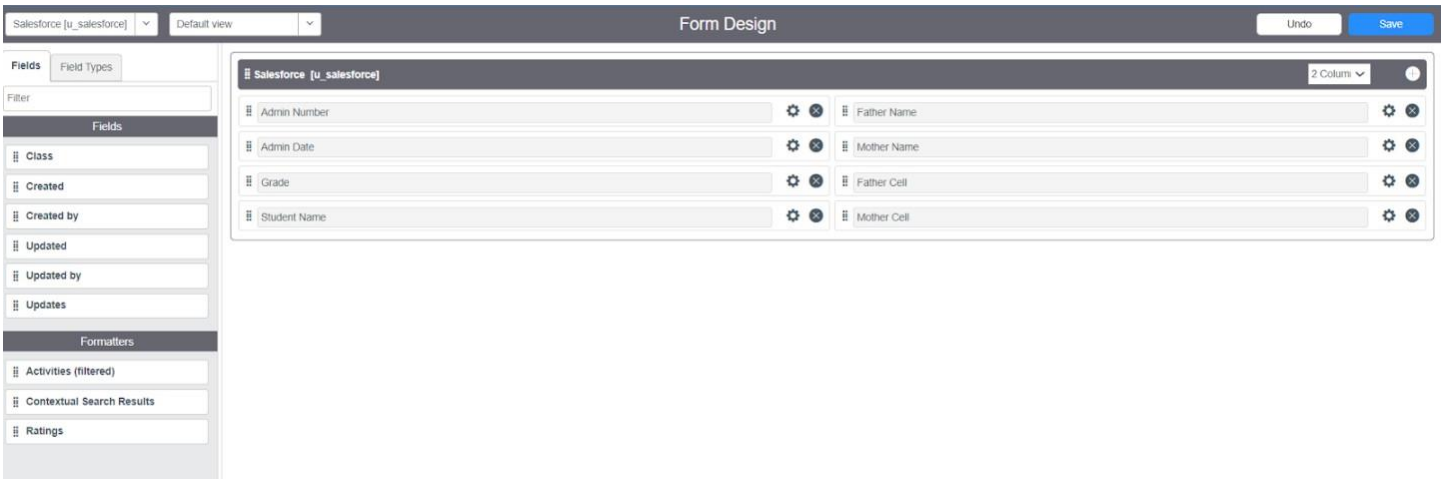
Milestone-5:FormDesign

Purpose :

FormDesignisusedtocustomizetheappearanceandstructureofformstosuitthe institution’sneeds. It helps in displaying relevant fields, improvingdata accuracy, and creating user-friendly interfaces for managing student, faculty, and academic records.

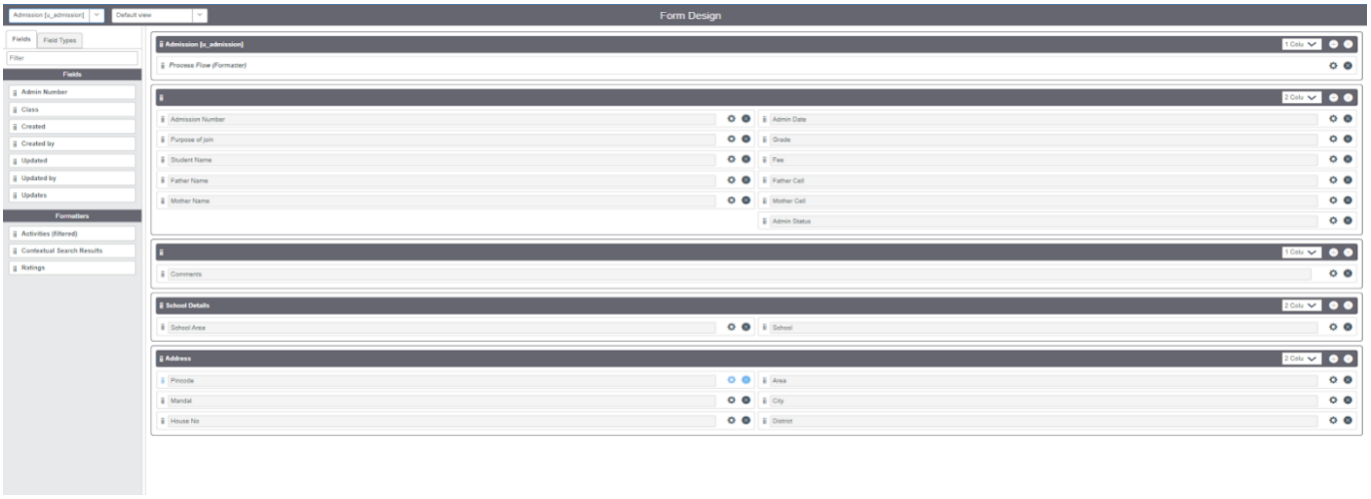
Activity-1:Formdesignforsalesforcetable

1. All>>SystemDefinition>>Tables.
2. InLabelSearchforSalesforceandopen.
3. RightClickontopToggle>>Configure>>FormDesign.
4. IndropdownselectSalesforce(u_salesforce)
5. Draganddropthefieldstotheleftsideas below.



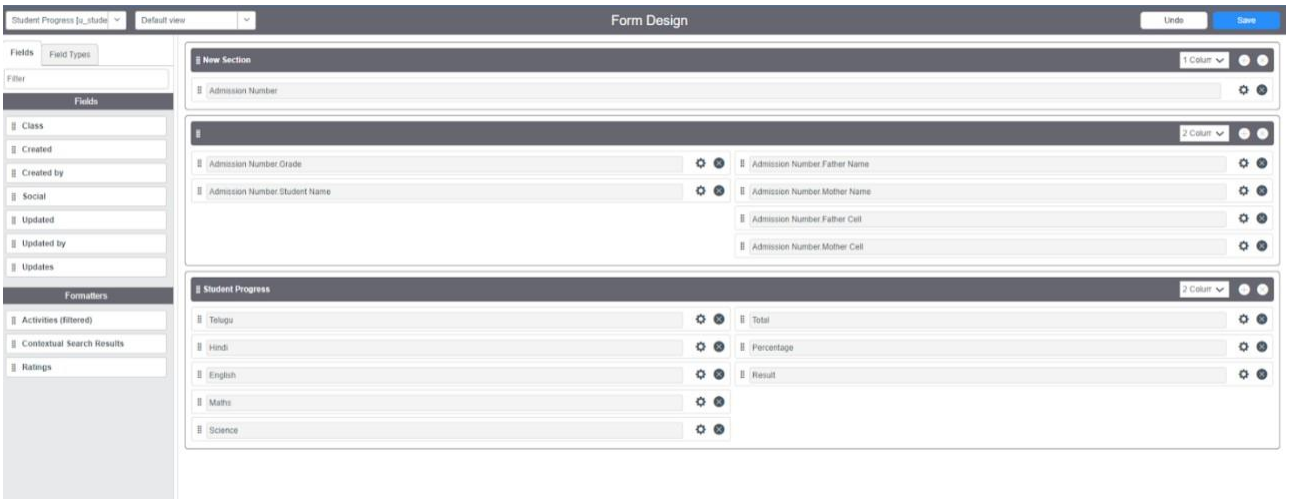
Activity-2:FormDesignforAdmissionTable

1. FollowthesamestepsasActivity1,Configurethefieldsasbelowand Save.



Activity-3:FormDesignforStudentprogressTable

1. FollowthesamestepsasActivity1,ConfigurethefieldsasbelowandSave.



Milestone-6:NumberMaintenance

Purpose :

Number Maintenance is used to automatically generate unique identification numbers for records like student IDs, admission forms, and attendance entries. It ensures consistency, avoids duplication, and helps in easily tracking and managing records.

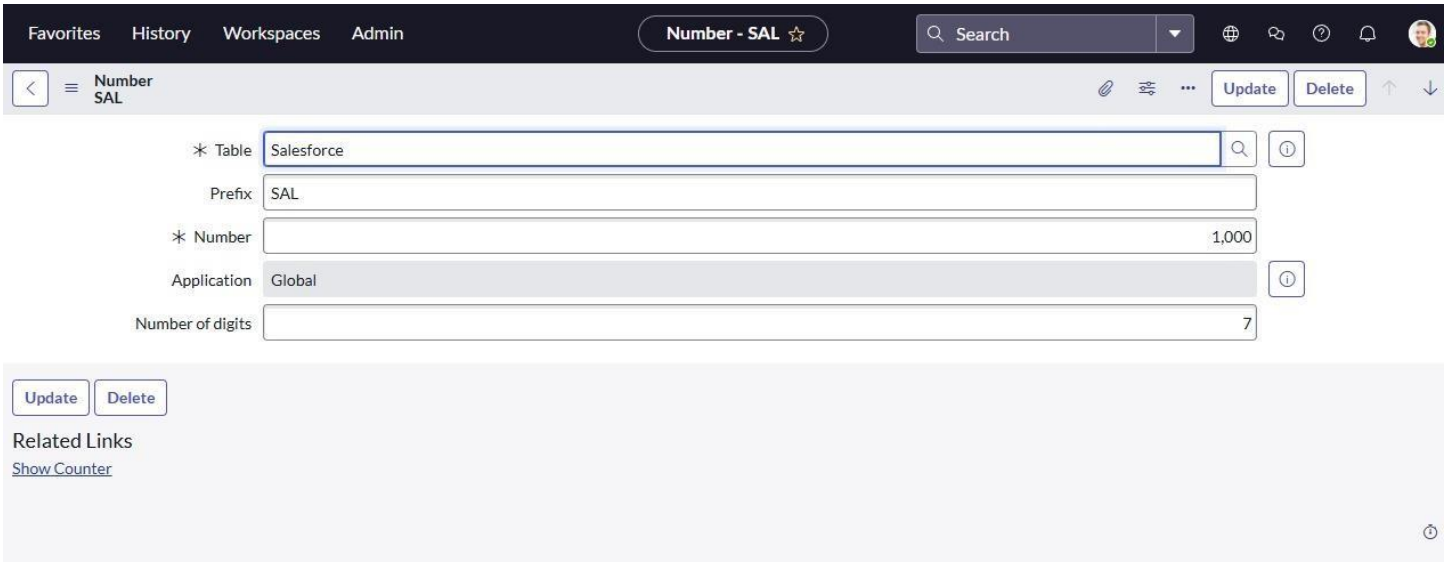
Uses:

Generates unique IDs for students, staff, and records, Prevents duplication of entries, Helps in tracking records efficiently, Maintains consistency across forms and module, Supports automated record creation for processes like admissions and attendance

Activity-1:NumberMaintenanceforAdminNumber

1. All>>NumberMaintenance>>New

2. Fillthedetails>>Submit



Milestone-7:ProcessFlow

Activity-1:Createflow

1. All>>Process Flow>>New
2. FilltheDetailsasgivenBelow
3. RightClickontoggleandclickonthesave.
4. ReplacetheNameandLabelas belowandclickonInsertonstay.
5. ReplacetheNameandLabelinorderand clickonInsertonstay.Joined>>Rejected>>Rejoined>> Closed >> Cancelled.
6. OrdershouldbeNew >>InProgress>>Joined>>Rejected>>Rejoined>>Closed>>Cancelled.

Milestone-8:ClientScripts

Purpose:

Client Scripts are used to run custom code on the client side (browser) to enhance form behavior.They help in validatingdata,auto-fillingfields,andimprovinguserinteractioninreal-timewithoutneedingaserverrequest.

Uses:

Validate form data before submission, Show/hide fields dynamically ,Auto-fill or modify fields based on user input ,Improve user experience with real-time responses , Reduce server load by handling logic on the client side

Activity-1: Auto populate Client Scripts for Admission Table

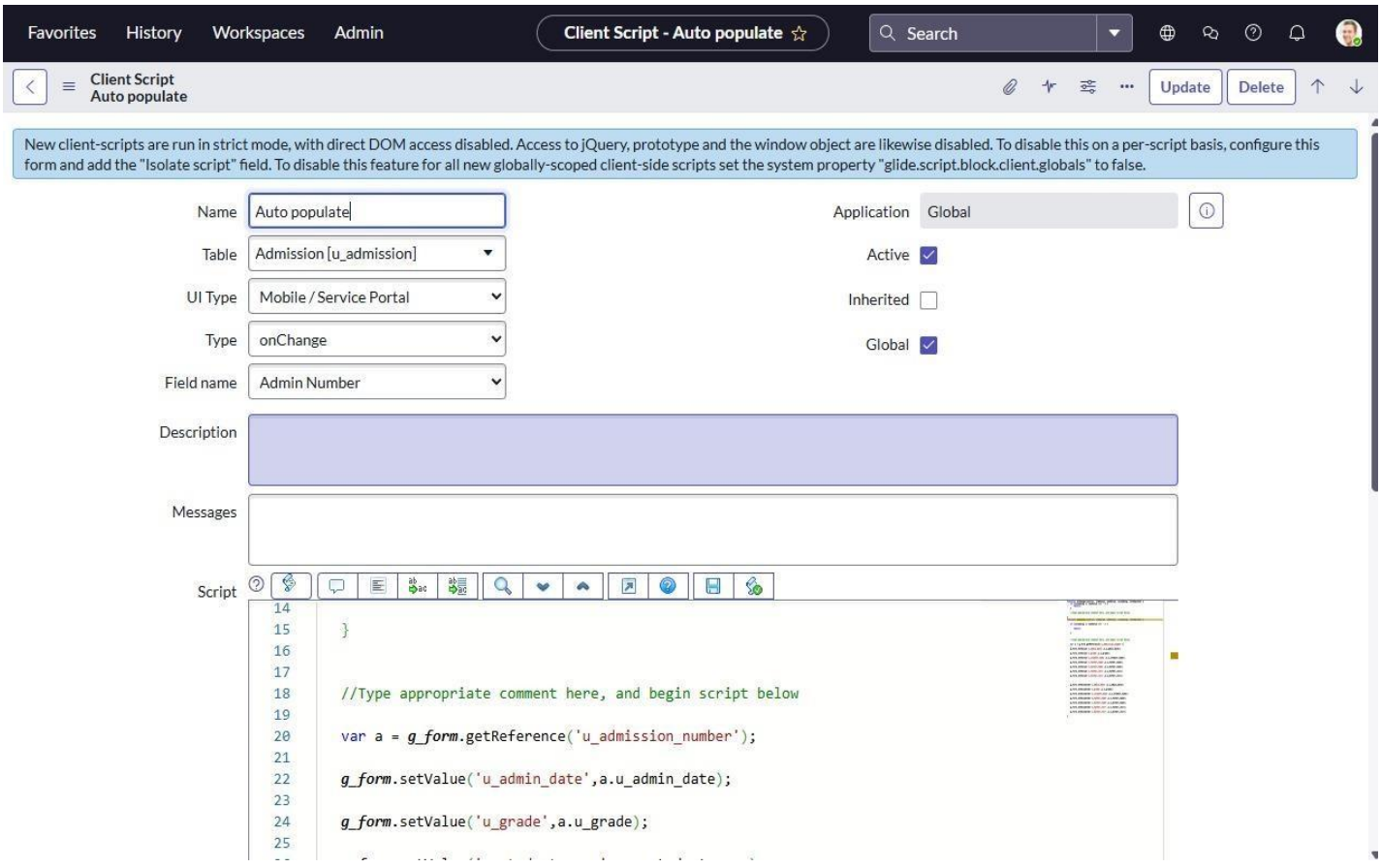
1. All>>ClientScripts >>New.

2. FilltheDetailsas given

3. WritetheCode asgiven,EnableIsolatescriptandSave.

```
FunctiononChange(control,oldValue,newValue,isLoading,isTemplate){ If
(isLoading || newValue === ‘’) {
Return;
}
//Typeappropriatecommenthere,andbeginscriptbelow Var a
= g_form.getReference(‘u_admission_number’);
G_form.setValue(‘u_admin_date’,a.u_admin_date);
G_form.setValue(‘u_grade’,a.u_grade);
G_form.setValue(‘u_student_name’,a.u_student_name);
G_form.setValue(‘u_father_name’,a.u_father_name);
G_form.setValue(‘u_mother_name’,a.u_mother_name);
```

```
 G_form.setValue('u_father_cell',a.u_father_cell);

G_form.setValue('u_mother_cell',a.u_mother_cell);

G_form.setDisabled('u_admin_date',a.u_admin_date);

G_form.setDisabled('u_grade',a.u_grade);

G_form.setDisabled('u_student_name',a.u_student_name);

G_form.setDisabled('u_father_name',a.u_father_name);

G_form.setDisabled('u_mother_name',a.u_mother_name);

G_form.setDisabled('u_father_cell',a.u_father_cell);

G_form.setDisabled('u_mother_cell',a.u_mother_cell);

}
```



Activity-2:PincodeUpdateClientScriptsforAdmission Table

1. FilltheDetailsas given.
2. WritetheCode asgiven,EnableIsolatescriptandSave.

```
FunctiononChange(control,oldValue,newValue,isLoading,isTemplate){ If
(isLoading || newValue === ‘’) {
Return;
}
Vara=g_form.getValue(‘u_pincode’); If(a
== ‘509358’)
{
G_form.setValue(‘u_mandal’, ‘kadthal’);
G_form.setValue(‘u_city’, ‘kadthal’)
G_form.setValue(‘u_district’, ‘RangaReddy’);
}
Elseif(a==‘500081’)
{
G_form.setValue(‘u_mandal’,‘karmanghat’);
G_form.setValue(‘u_city’, ‘karmanghat’);
G_form.setValue(‘u_district’, ‘RangaReddy’);
}
Elseif(a==‘500079’)
```

{

G_form.setValue(‘u_mandal’, ‘Abids’);

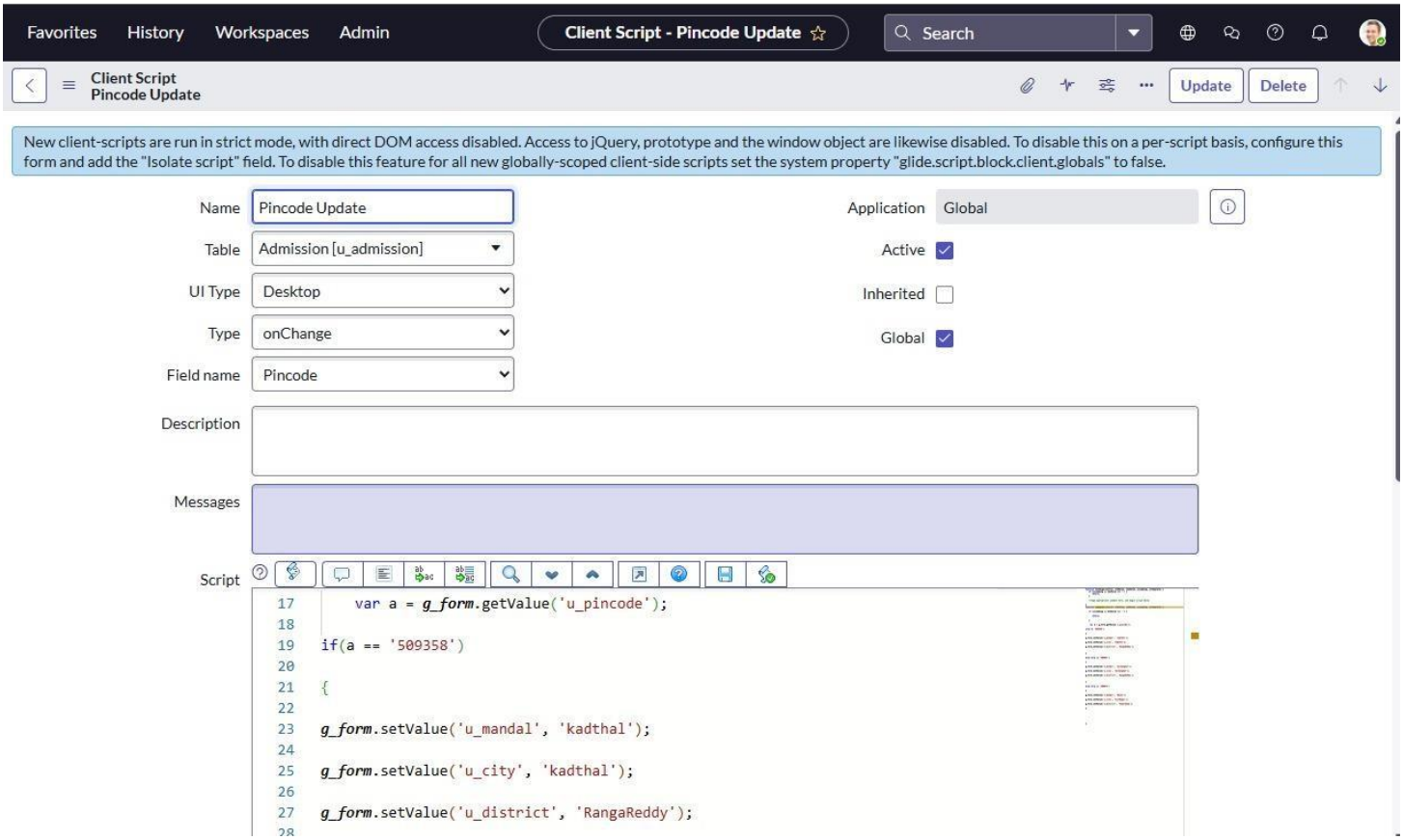
G_form.setValue(‘u_city’, ‘AsifNagar’);

G_form.setValue(‘u_district’, ‘Hyderabad’);

}

//Typeappropriatecommenthere,andbeginscriptbelow

}

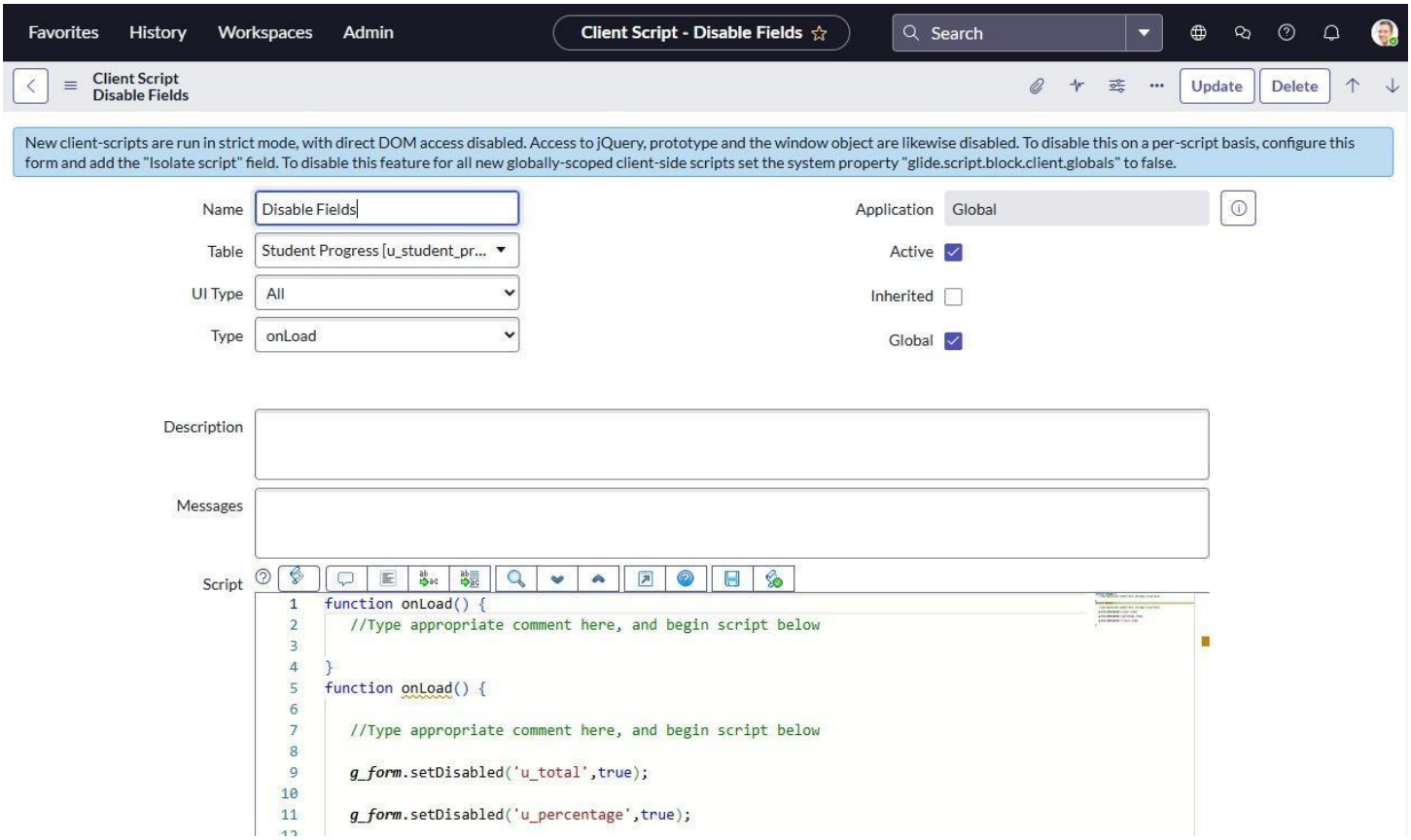


Activity-3:DisableFieldsClientScriptsforStudent progress Table

1. FilltheDetailsas given.

2. WritetheCodeasgiven,EnableIsolatescriptandSave.

```
Function onLoad() {
//Typeappropriatecommenthere,andbeginscriptbelow
G_form.setDisabled('u_total',true);
G_form.setDisabled('u_percentage',true);
G_form.setDisabled('u_result',true);
}
```

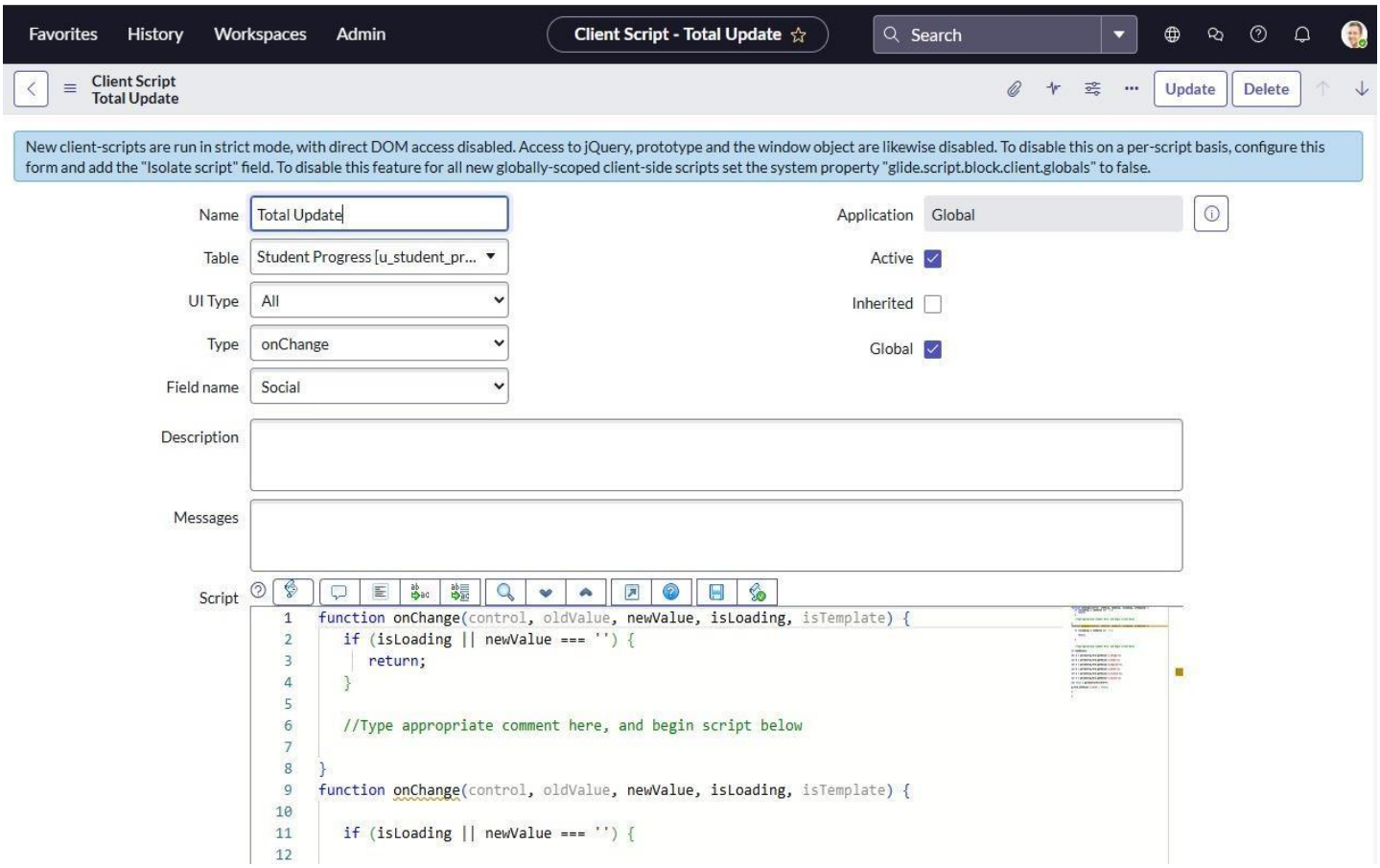


Activity-4:TotalUpdateClientScriptsforStudent progress Table

1. FilltheDetailsas given.
2. WritetheCode asgiven,EnableIsolatescriptandSave.

```
FunctiononChange(control,oldValue,newValue,isLoading,isTemplate){
```

```
    If(isLoading||newValue===‘’){ Return;
      }
    //Typeappropriatecommenthere,andbeginscriptbelow If
   (newValue){
  Vara=parseInt(g_form.getValue(‘u_telugu’));
Var b = parseInt(g_form.getValue(‘u_hindi’));
Var c = parseInt(g_form.getValue(‘u_english’));
Var d = parseInt(g_form.getValue(‘u_maths’));
Var e = parseInt(g_form.getValue(‘u_science’));
Var f = parseInt(g_form.getValue(‘u_social’));
Var Total = parseInt(a+b+c+d+e+f);
G_form.setValue(‘u_total’, Total);
 }
  }
```

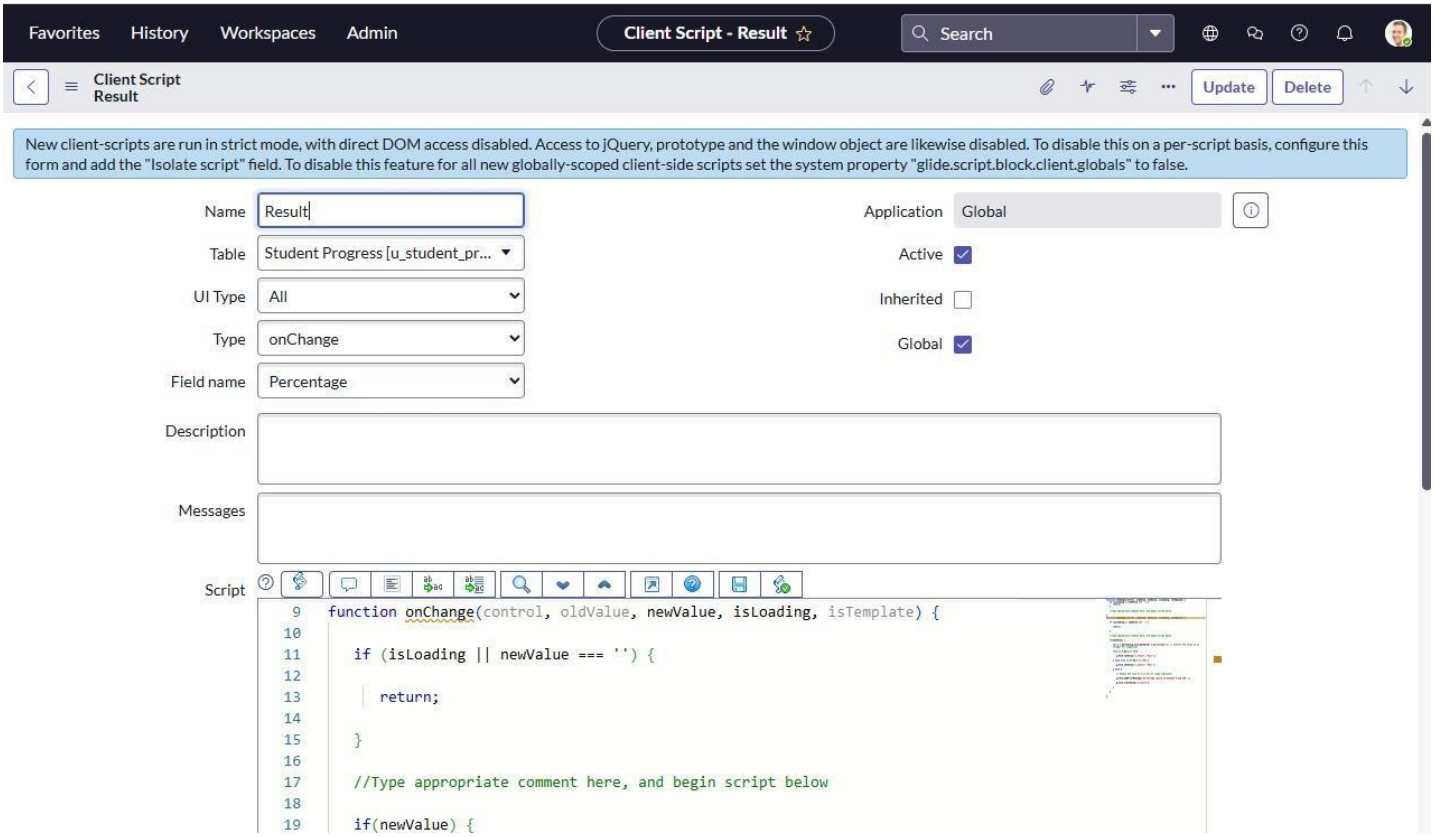


Activity-5:ResultClientScriptsforStudentprogress Table

1. FilltheDetailsas given.
2. WritetheCode asgiven,EnableIsolatescriptandSave.

```
functiononChange(control,oldValue,newValue,isLoading,isTemplate){if
        (isLoading || newValue === '') {
         return;
          }
        //Type appropriate comment here, and begin script below
       if(newValue) {
        var a = parseInt(g_form.getValue('u_percentage')); // Convert the value to
an integer              for comparison
        if(a>=0&&a<=59){
         g_form.setValue('u_result','Fail');
```

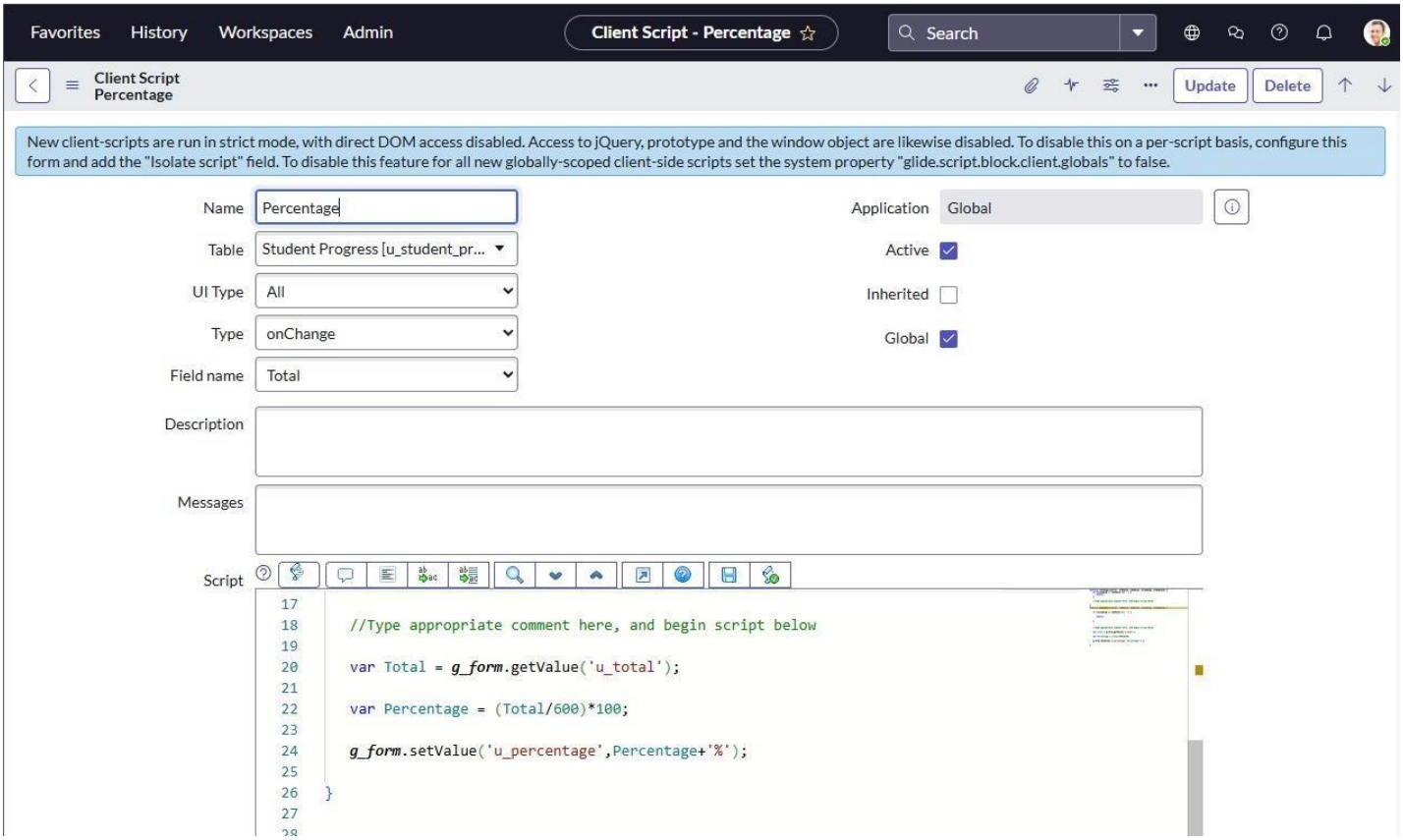
```
 }elseif(a>=60&&a<=100){
g_form.setValue('u_result','Pass');
 }else{
 //Handlethecaseifaisoutofrange(optional) g_form.addErrorMessage('Percentage
should be between 0 and 100.'); g_form.clearValue('u_result');
 }
  }
  }
```



Activity-6:PercentageClientScriptsforStudent progress Table

1. FilltheDetailsas given.
2. WritetheCode asgiven,EnableIsolatescriptandSave.

```
FunctiononChange(control,oldValue,newValue,isLoading,isTemplate){ If
  (isLoading || newValue === ‘’) {

  Return;

  }
  //Typeappropriatecommenthere,andbeginscriptbelow Var
  Total = g_form.getValue(‘u_total’);
  Var Percentage = (Total/600)*100;
  G_form.setValue(‘u_percentage’,Percentage+’%’);

}
```



6. FunctionalAndPerformanceTesting

Milestone-5:Testing

Activity-1:TestingSalesforcetableformdesign

Steps:

1. Gotoallsearchfortables
2. Selecttablesundersystemsecurity
3. InthelabelsearchforSalesforcetable
4. Openthesalesforcetable
5. Intherelatedlinks,clickonshowform
6. Fillthedetailsandclickonsubmit.

Milestone-7:Testing

Activity-1:TestingAdmissiontableprocessflow

Steps:

1. Gotoallsearchfortables
2. Selecttablesundersystemsecurity
3. InthelabelsearchforAdmissiontable
4. OpentheAdmissiontable
5. Intherelatedlinks,clickonshowform
6. Fillthedetails andclickonsubmit.

Milestone-5:Testing

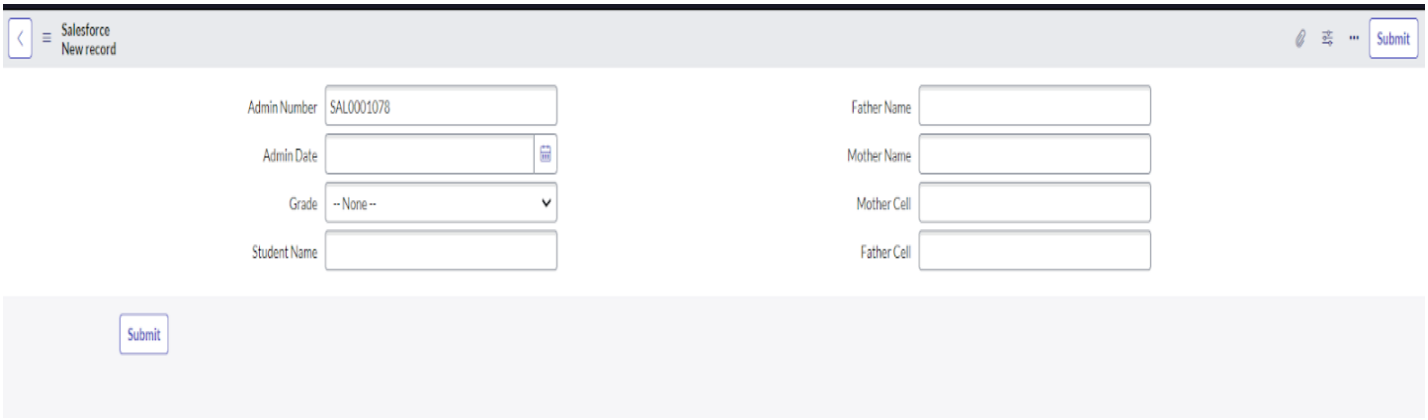
Activity-3:TestingStudentprogresstableformdesign

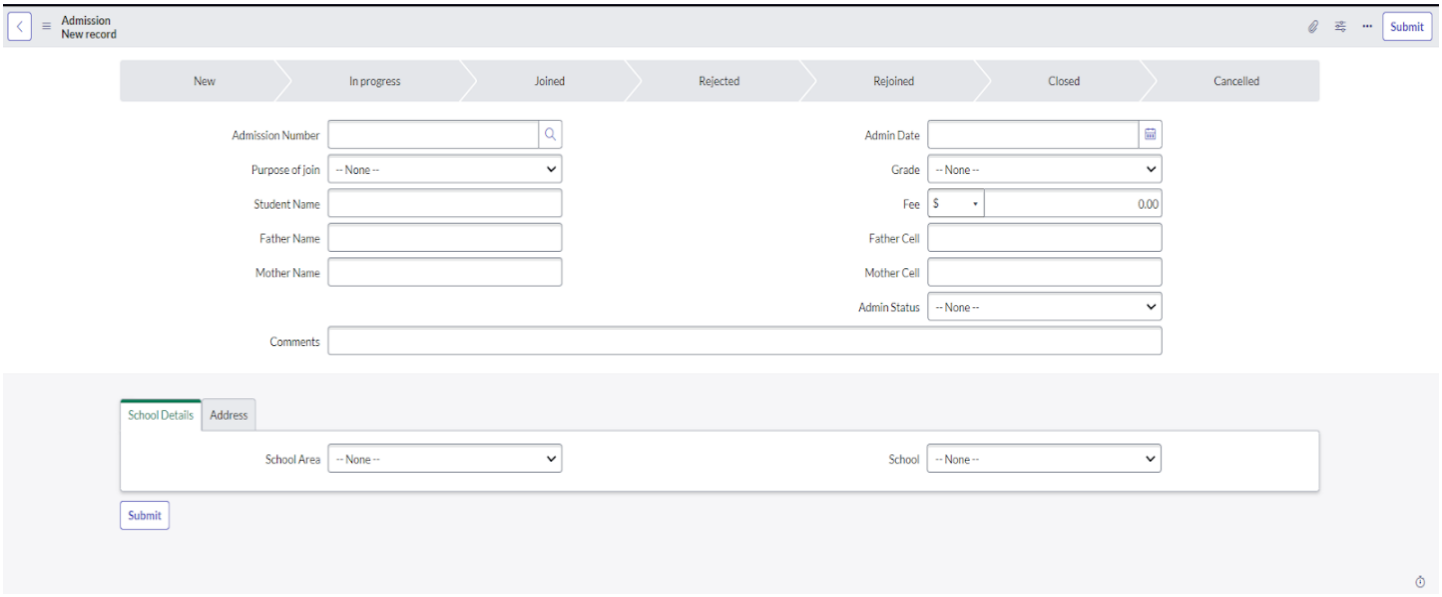
Steps:

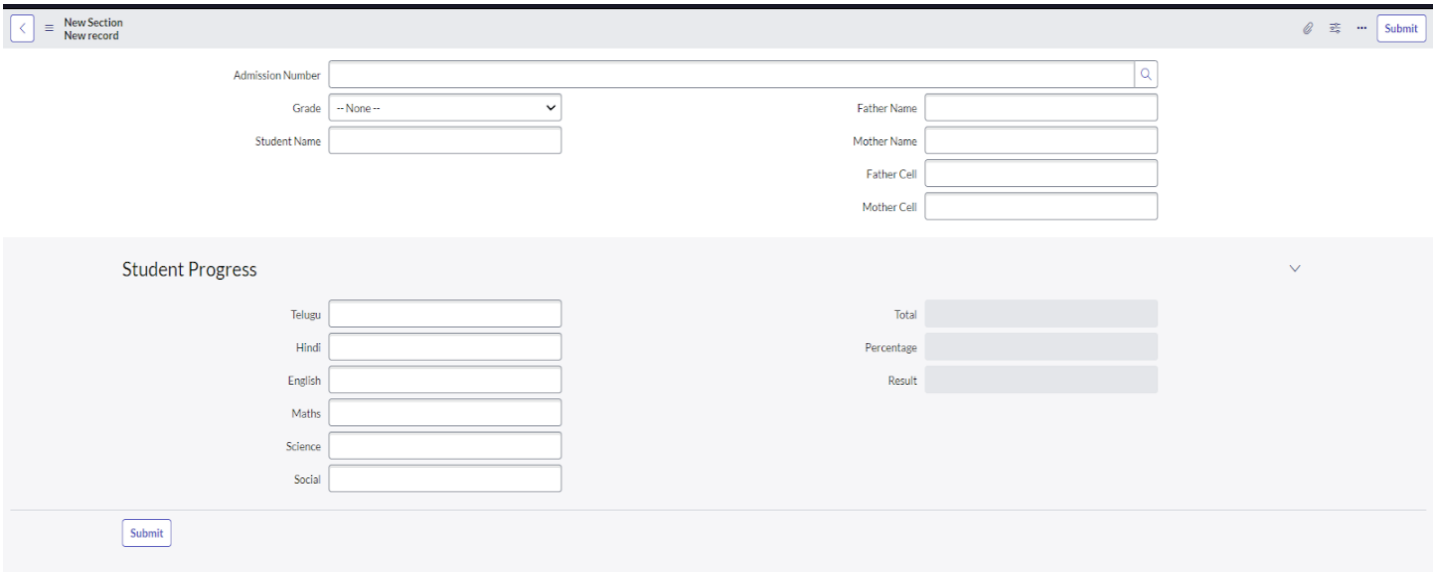
1. Gotoallsearchfortables
2. Selecttablesundersystemsecurity
3. InthelabelsearchforStudentprogress table
4. OpentheStudentprogresstable
5. Intherelatedlinks,clickonshowform

6. Fillthedetailsandclickonsubmit.

Result:




Admission
New record
Submit
New
In progress
Joined
Rejected
Rejoined
Closed
Cancelled
Admission Number
Admin Date
Purpose of join
-- None --
Grade
-- None --
Student Name
Fee
$
0.00
Father Name
Father Cell
Mother Name
Mother Cell
Admin Status
-- None --
Comments
School Details
Address
School Area
-- None --
School
-- None --
Submit


New Section
New record
Submit
Admission Number
Grade
-- None --
Father Name
Student Name
Mother Name
Father Cell
Mother Cell
Student Progress
Telugu
Total
Hindi
Percentage
English
Result
Maths
Science
Social
Submit

7. Advantages&Disadvantages

Advantagesoftheproject:

- This project simplifies and enhances the efficient management of student and teacher data through centralized and automated workflows.
- It simplifies the student admission process by automating and streamlining each step, from application to enrollment.
- All student, faculty, and institutional data is stored accurately and securely.
- Minimizes physical documentation and promotes a paperless environment.
- Ithelpstrackstudentattendanceandmonitortheiracademicprogress effectively.

Disadvantagesoftheproject:

- Enteringrecordsintothesystemrequiresastableinternetconnection within the educational institution.
- Sensitive data could be at risk if access controls and encryption are not properly managed.
- Consistent system updates and maintenance are necessary to keep the platform running efficiently.
- Updating multiple student and faculty records can take considerable time, especially when dealing with large volumes of data.

8. Conclusion

TheimplementationofServicenowinaneducationalorganizationsignificantlyimprovesthe overall efficiency, accuracy, and transparency of institutional processes. By automating workflows such as student admissions, attendance tracking, academic record management, and administrativeoperations,theplatformreducesmanualeffortandpaperwork.Itcentralizesstudent, faculty, and administrative data in a secure and scalable environment, enabling faster decision-making and better service delivery. Overall, the project demonstrates how Servicenow can transform traditional educational systems into smart, digital-first institutions that support improved studentandstaffexperiences.Thisproject isdesignedspecificallyfor educational institutions tosupport their digital transformation. It helps in implementing efficient processes and ensures access to secure and accurate data. It supports an efficient way of managing educational institution records. It helps in tracking student admission status, attendance, and academic progress.

Servicenowalsoenhancesusersatisfactionbyofferingself-serviceoptionsandstreamlinedrequesthandling, allowingstudentsandstafftointeractwiththesystemmoreindependentlyandefficiently.Thisimprovement inservicedeliveryfostersamoreresponsive,student-centeredlearningenvironment.Oneofthekeyoutcomes of this project is the reduction in manual and repetitive tasks, which are traditionally prone to delays and errors. By introducing automation and workflow-driven operations, the platform significantly minimizes the need for physical documentation, reduces human errors, and accelerates the processing of records and requests.This results in time savings and allows faculty and administrative staff to focus more on academic and strategic responsibilities.

This project successfully illustrates how Servicenow can be leveraged to drive digital transformation in the education sector. It empowers institutions to manage their operations with greater precision, accountability, andagility.ByaligningITserviceswithacademicgoals,Servicenowplaysavitalroleinenhancingthequality of education, improving resource utilization, and preparing educational organizations to meet the evolving needs of students and society in a rapidly digitizing world.