



ACADEMIC MANAGEMENT SYSTEM

NAHEP Component 2A
Project “Investment in ICAR
Leadership for Agriculture
Higher Education”

Student Reference Manual



**WBUAFS,
Kolkata**

Division of Computer Applications
ICAR - IASRI
Library Avenue, Pusa
New Delhi – 110012

support.auams@icar.gov.in
011-25842274, 011-25842275

Table of Contents

1. Introduction.....	1
1.1 Activity Diagram for using Academic Management System (AMS).....	2
2. Student Account.....	3
2.1 Register As A Student.....	3
2.2 Guidelines for Filling Up Registration Form.....	4
3. Access Home Page of AMS.....	5
4. Login as Student	6
4.1 Student Qualification Editing/Updating.....	7
4.2 Student Update/Edit Basic Profile	7
5. Fee Payment Module to the Student.....	10
6. Plan of Post Graduate Work (PPW).....	11
6.1 Choosing Minor Discipline.....	11
6.2 Selecting Course.....	12
6.4 Submitting thesis abstract.....	14

List of Figures

Figure 1.1 Activity Diagram for using Academic Management System (AMS)	2
Figure 2.1 Registration Page.....	3
Figure 2.2 - Registration Successfully	4
Figure 3 - Home Page of the Academic Management System	5
Figure 4 - Login as Student.....	6
Figure 4.1 - Student Profile Editing/Updating	7
Figure 4.2(a) Student Update/Edit Basic Profile	8
Figure 4.2(b) Student Update/Edit Basic Profile	9
Figure 4.2(c) Student Verify Email id	9
Figure 5 Fee Payment Module	10
Figure 6.1 Choosing Minor Discipline	12
Figure 6.2 Selecting Course.....	13
Figure 6.3(a) links for Selecting Advisory Committee Members.....	14
Figure 6.3(b) Advisory Committee Members	15
Figure 6.4 Plan of Post Graduate Work (PPW).....	16

1. Introduction

Academic Management System (AMS) has been customized by the NAHEP Component 2 Project Team at ICAR-Indian Agricultural Statistics Research Institute (IASRI) for the implementation at various Agricultural Universities. It is a web enabled system for management of all the various academic activities of the university. The system caters to the needs of different users: Dean, Registrar, Professor, Head, Guide, Student, Teacher, Student, Administrators and Officials for performing their assigned tasks. This system has been designed in a modular approach with in-built work flows. AMS ensures that the individuals responsible for the next task are notified and receive the data they need to execute at their stage of process. At present five modules have been envisaged viz., Student Management, Student Management, Course Management, Administration Management and E-Learning.

AMS facilitates in automation of various academic processes of the university and enhances the efficiency of the overall system by saving time and efforts involved in manual processes. It continues to be customized as per the respective needs of the various universities.

1.1 Activity Diagram for using Academic Management System (AMS)

In AMS student members can registered himself/herself through the registration page, after that they can access their profile's only after admin approval.

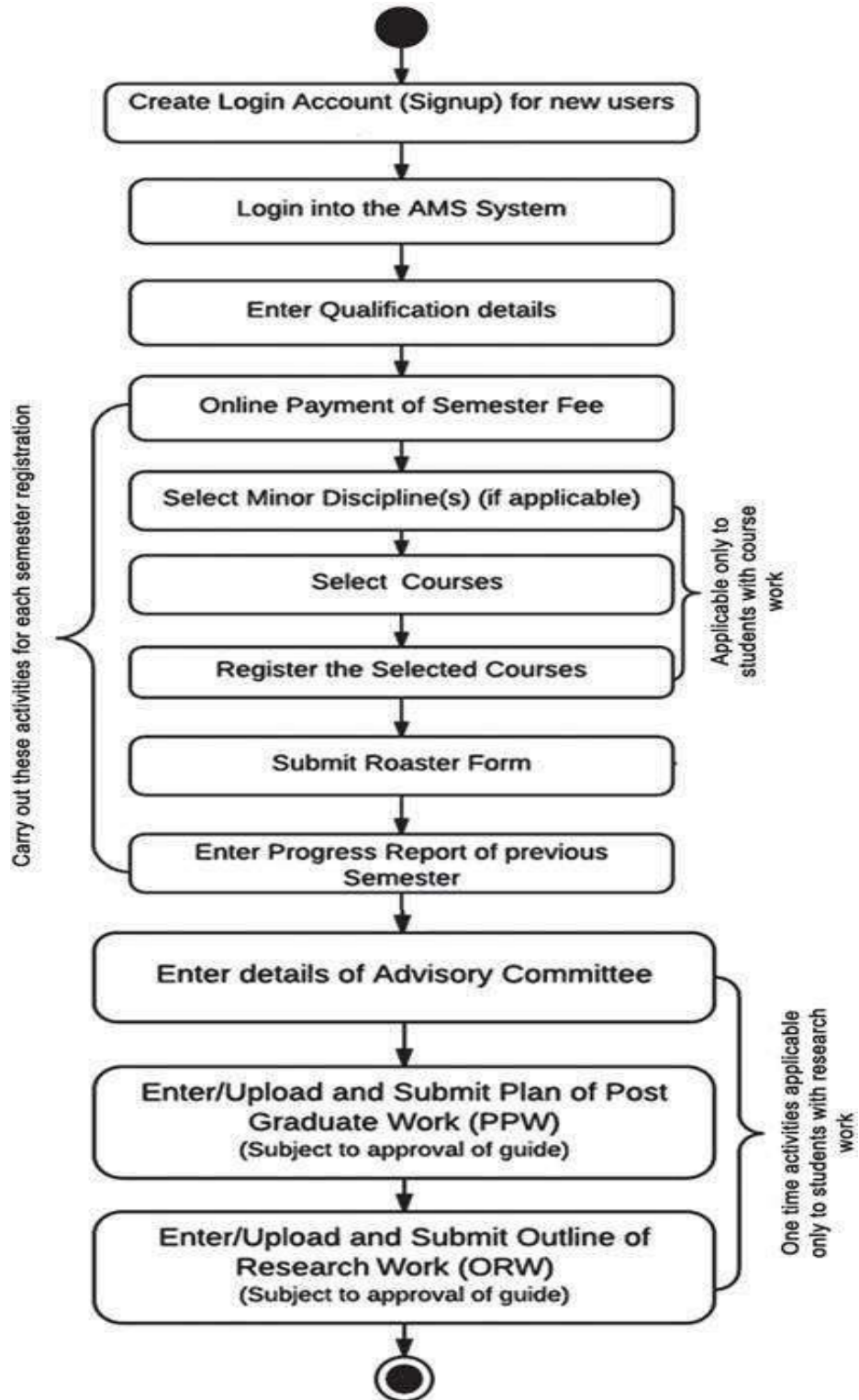


Fig. 1.1 Activity Diagram for using Academic Management System (AMS)

2. Student Account

In AMS student members can registered himself/herself through the registration page, after that they can access their profile's only after admin approval.

2.1 Registered as a Student

Student will have to registered as a student member from the registration page. Then only admin approved as a student, student can login into their profile.

The screenshot displays the 'USER REGISTRATION' form within the AMS interface. The header includes the university's name and logo. The navigation bar contains links for HOME, NAHEP, CONTACT US, and DOWNLOADS. The form fields are as follows:

- *User Type:** Select UserType (dropdown)
- *User ID/Username:** deepkac259
- *Password:** Password
- *Confirm Password:** Confirm Password
- *Title:** Title (dropdown)
- *First Name:** First Name
- Middle Name:** Middle Name
- Last Name:** Last Name
- *Father Name:** Father Name
- *Mother Name:** Mother Name
- *Religion:** Religion (dropdown)
- *Gender:** Gender (dropdown)
- *Category:** Select Category (dropdown)
- *Physically Challenged?:** Physically Challenged (dropdown)
- *Date of Birth:** DD-MM-YYYY (calendar icon)
- *Blood Group:** Blood Group (dropdown)
- *Degree:** Degree (dropdown)
- *Discipline:** Discipline (dropdown)
- *Select College:** Select College (dropdown)
- Aadhaar Number:** Aadhar No
- *Email ID:** deepkac259@gmail.com
- *Mobile No:** Mobile No
- Bank A/C No:** Bank A/C No
- Bank Name & Branch:** Bank Name & Branch
- IFSC Code:** IFSC Code
- *Address Official/Correspondence:** Address Official/Correspondence
- *Permanent Address (Same as correspondence address):** Address Permanent
- *Country:** Country (dropdown)
- *Domicile State:** Domicile State (dropdown)

A green 'Next' button is located at the bottom of the form. The footer contains the AMS Version 2.0 logo, the text 'Implemented Under NAHEP Component-II', 'Division of Computer Applications', and 'ICAR-IASRI, Library Avenue, Pusa, New Delhi - 110 012 (INDIA)'.

Fig. 2.1 Registration Page

2.2 Guidelines for Filling Up Registration Form

- In the field ***Create User Name/ID** user has to create a login account which will be used to access the system. The user may select the User Name/ID of his/her choice. Student are advised to remember/ retain the created User Name/ID for future reference.
- Enter your first name in the textbox next to ***First Name** label.
- Enter your father's name in the textbox next to ***Father's Name** label. Please don't prefix the father name with Sh., Mr. or Dr.
- ***Password** must be at least 7 characters long and must include special characters.
- Use calendar to enter ***D.O.B.**
- After filling all the required details, click on **next** button to preview all the related information. Then click on preview button after verified all the information if it is correct click on **submit button**.
- After the request has been sent to the admin, then admin approved that request as a student, head, professor or guide.

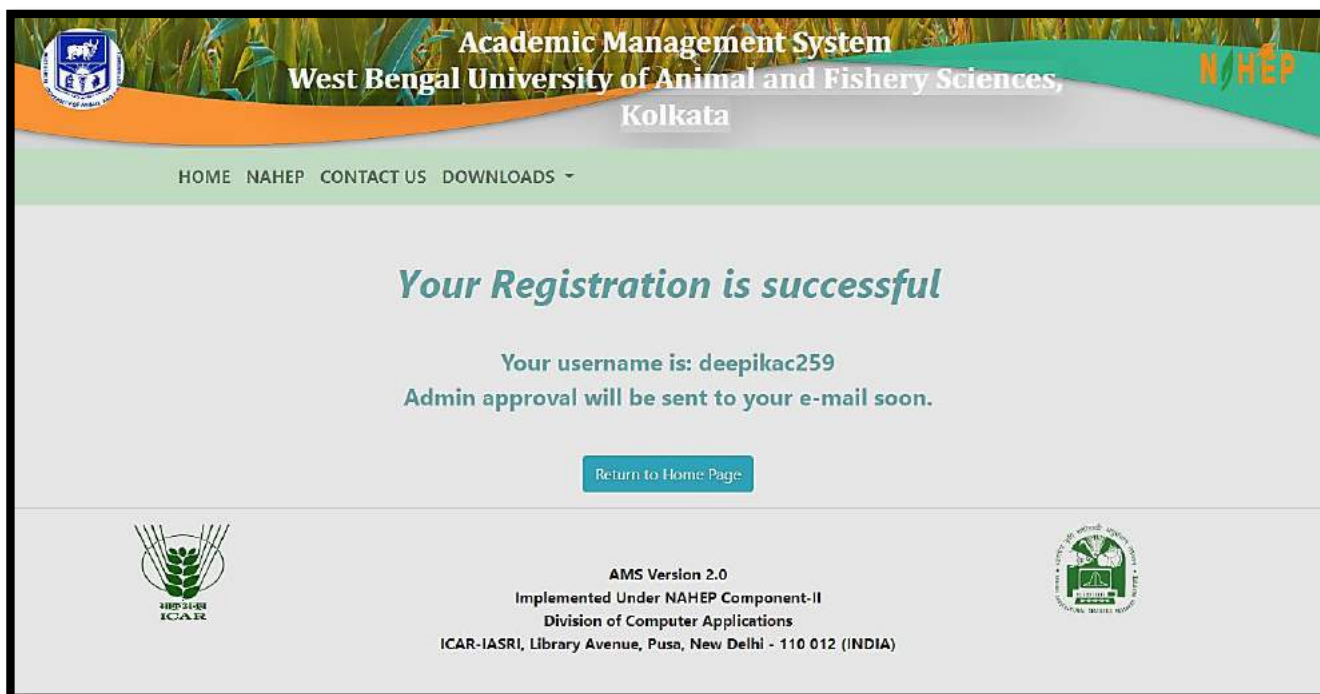


Fig. 2.2 Registration Successfully

3. Access Home Page of AMS

- Enter the AMS URL assigned to your university into the web browser.
- Home Page of AMS of your university will be displayed on the screen.

Academic Management System
West Bengal University of Animal and Fishery Sciences,
Kolkata

HOME NAHEP CONTACT US DOWNLOADS ▾

Please register for Training on Academic Management System (AMS) under NAHEP Component 2, organized for nodal officers, master train

Events of WBUAFS Kolkata

[Login](#) [New Registration](#) [Faculty Registration for Training](#)

The West Bengal University of Animal and Fishery Sciences (WBUAFS), the second University of its kind in the country started its journey with a legacy of Century old Bengal Veterinary College on 2nd January 1995 with an objective to serve the State as well as the nation as a whole through imparting quality Education, accomplishing basic and need-based Research and disseminating proven technologies to the rural masses through its Extension wing. West Bengal University of Animal & Fishery Sciences was established on 2nd January, 1995 vide West Bengal University of Animal & Fishery Sciences Act – 1995 to impart education, training and to conduct research in veterinary and animal sciences, dairy sciences and fishery sciences and also to cater the needs of the farming community of the State of West Bengal. During this period the University has been recognized as one of the leading institutions of the country to uplift the socio-economical status of farmers. The hallmark of the University has been the development of human resources to meet the requirements of the society and to promote the socio-economic development of the region. The University has been engaged in commendable task of improving the research infrastructure to develop cutting edge technologies for improved management of animal and fishery resources, disease problems, nutrients, water resources and environment. [More About AMS & WBUAFS, Kolkata](#)

New Updates

Resources

- White Book
- Reference Manual (Admin)
- Reference Manual (Faculty)
- Reference Manual (Students)
- Academic Calendar 2020-21

AMS Version 2.0
Implemented Under NAHEP Component-II
Division of Computer Applications
ICAR-IASRI, Library Avenue, Pusa, New Delhi - 110 012 (INDIA)

Fig. 3 Home Page of the Academic Management System

4. Login as Student

After administrator approval student will received an email in which user id and password is mention. By using them student can easily access their profile.

- Student open the URL into the Web browser.
- Enter the University URL.
- On home page click on login button then enter userid and password then click on **login button**.

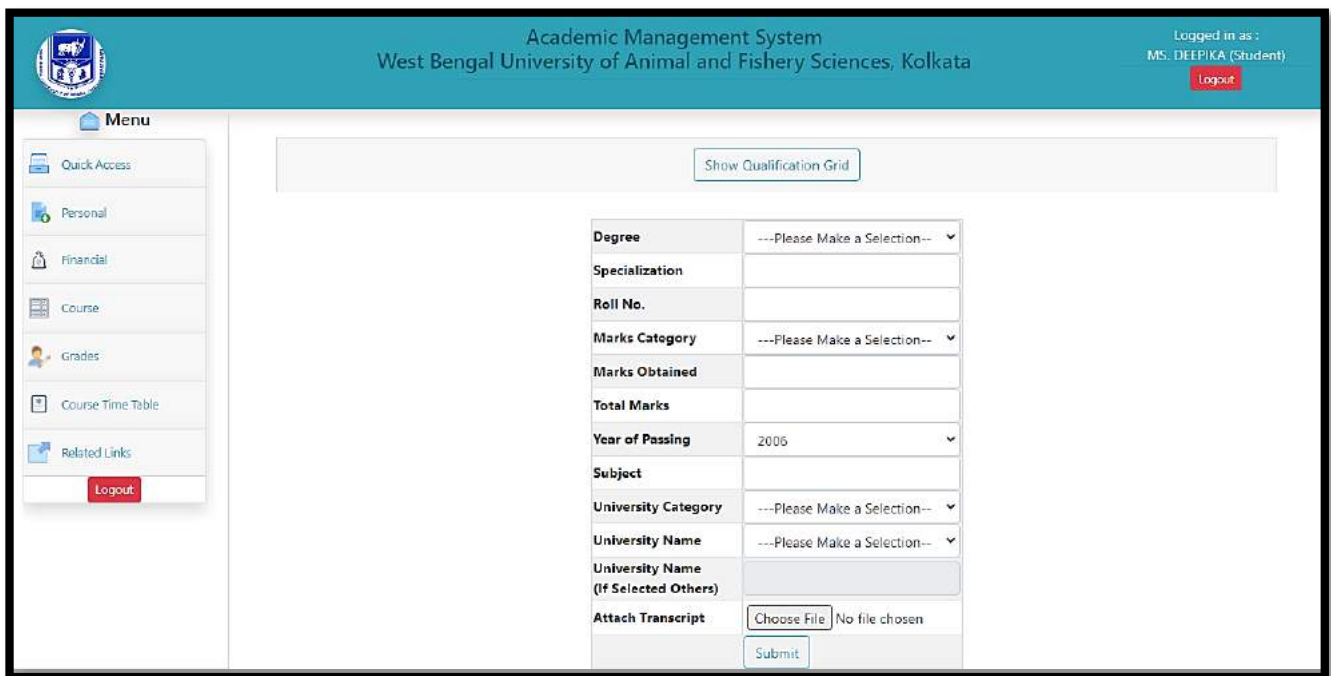
The screenshot shows the homepage of the Academic Management System (AMS) for West Bengal University of Animal and Fishery Sciences, Kolkata. The page has a green and white theme. At the top, there is a navigation bar with links for HOME, NAHEP, CONTACT US, and DOWNLOADS. Below the navigation bar, there is a banner for 'Events of WBUAFS Kolkata' featuring a photograph of several people in white lab coats. A 'Member Login' pop-up window is open in the center, with fields for 'User Id' and 'Password', and buttons for 'Login' and 'Forgot Your Password?'. Below the banner, there are two sections: 'New Updates' and 'Resources'. The 'Resources' section lists several documents: 'White Book', 'Reference Manual (Admin)', 'Reference Manual (Faculty)', 'Reference Manual (Students)', and 'Academic Calender 2020-21'. At the bottom of the page, there is a footer with the ICAR logo and text: 'AMS Version 2.0 Implemented Under NAHEP Component-II Division of Computer Applications ICAR-IASRI, Library Avenue, Pusa, New Delhi - 110 012 (INDIA)'.

Fig. 4 Login as Student

4.1 Student Qualification Editing/Updating

Students have the rights to change his/her Profile information.

- To enter qualification information, click on **Personal menu**.
- Click on qualification menu and then fill all the information related to the fields.
- After completing all the information, click on **submit button** to save all the correct information related to the student.



The screenshot shows the 'Academic Management System' interface for West Bengal University of Animal and Fishery Sciences, Kolkata. The user is logged in as MS. DEEPIKA (Student). The 'Menu' on the left includes options like Quick Access, Personal, Financial, Course, Grades, Course Time Table, and Related Links. The main area displays a 'Show Qualification Grid' button and a form for entering qualification details. The form fields are as follows:

Degree	---Please Make a Selection---
Specialization	
Roll No.	
Marks Category	---Please Make a Selection---
Marks Obtained	
Total Marks	
Year of Passing	2006
Subject	
University Category	---Please Make a Selection---
University Name	---Please Make a Selection---
University Name (If Selected Others)	
Attach Transcript	<input type="button" value="Choose File"/> No file chosen
	<input type="button" value="Submit"/>

Fig. 4.1 Student Profile Editing/Updating

4.2 Student Update/Edit Basic Profile

Students can update their profile by this menu option

- Click on **personal menu** in the navigation bar.
- Click on **edit basic profile**.
- In this edit basic profile, there are three options provided to the student member.
- **Update Profile, Change Password, Verified Email id.**
- **Update Profile** is provided to update student profile information.

- **Change Password** is provided to change password.
- **Verified Email id** is provided to verified email id of the student member.

The screenshot displays the 'Academic Management System' interface for West Bengal University of Animal and Fishery Sciences, Kolkata. The user is logged in as 'MS. DEEPIKA (Student)'. A modal window titled 'UPDATE DETAILS' is open, showing the following fields:

User Type		Username	
st		Deepikac259	
Title	First Name	Middle Name	Last Name
Ms. ▼	Deepika	Middle Name	Last Name
Father Name		Mother Name	
Xyzabc123		Abcdefghi	
Gender	Category	Physically Challenged?	
Female ▼	GEN - General ▼	No ▼	
Date of Birth	Blood Group		

Below the form, there is a 'Contact Info' section and three buttons: 'Update Profile', 'Change Password', and 'Verify Email Id'.

Fig. 4.2(a) Student Update/Edit Basic Profile

- To change password, click on change password.
- Enter current password then only enter new and confirm password.

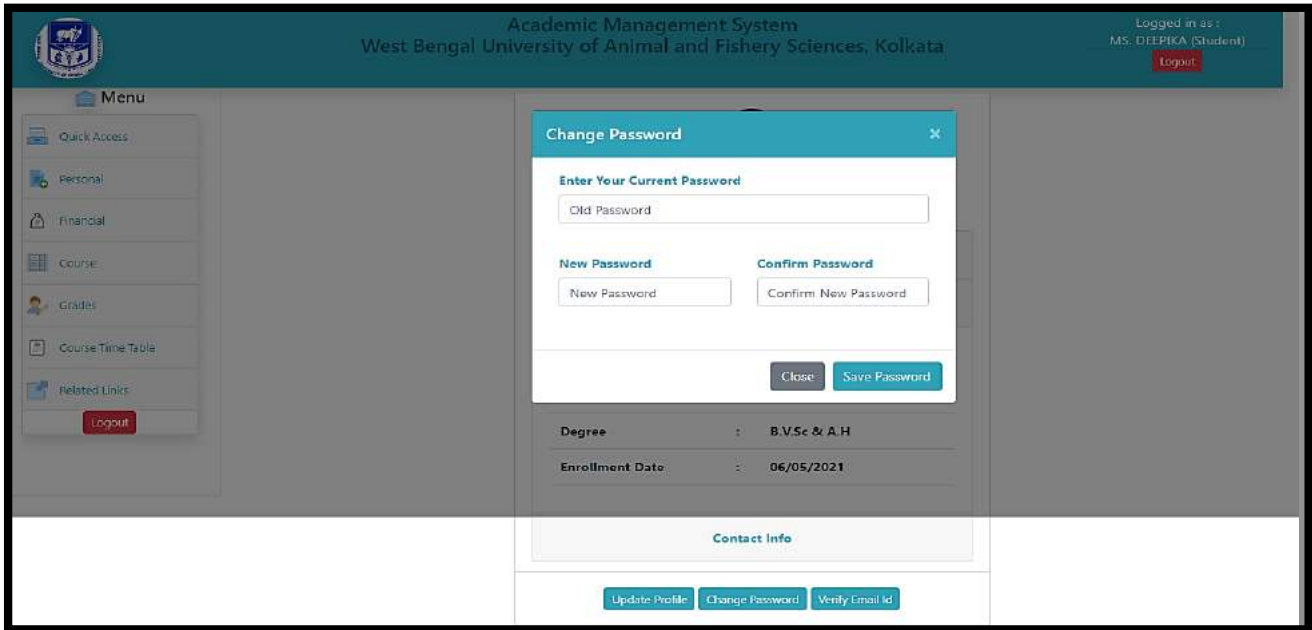


Fig. 4.2(b) Student Update/Edit Basic Profile

- To verified email id, enter registered email id and then click on get OTP.
- After that OTP will send to your email id, then user enter that OPT to change their password.

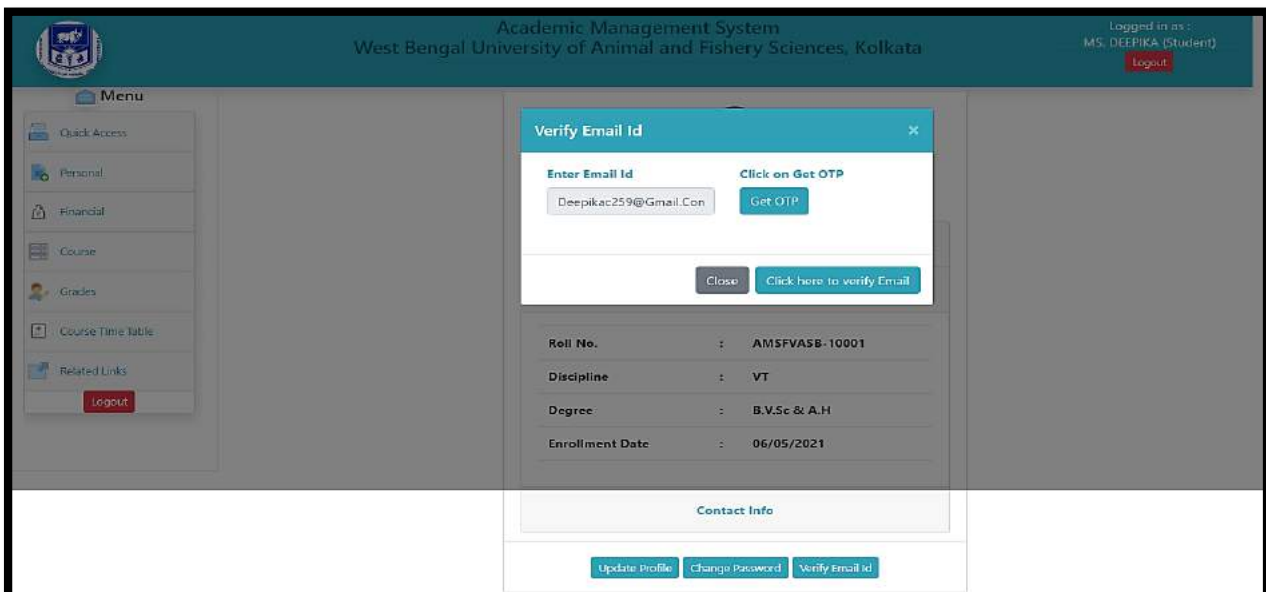
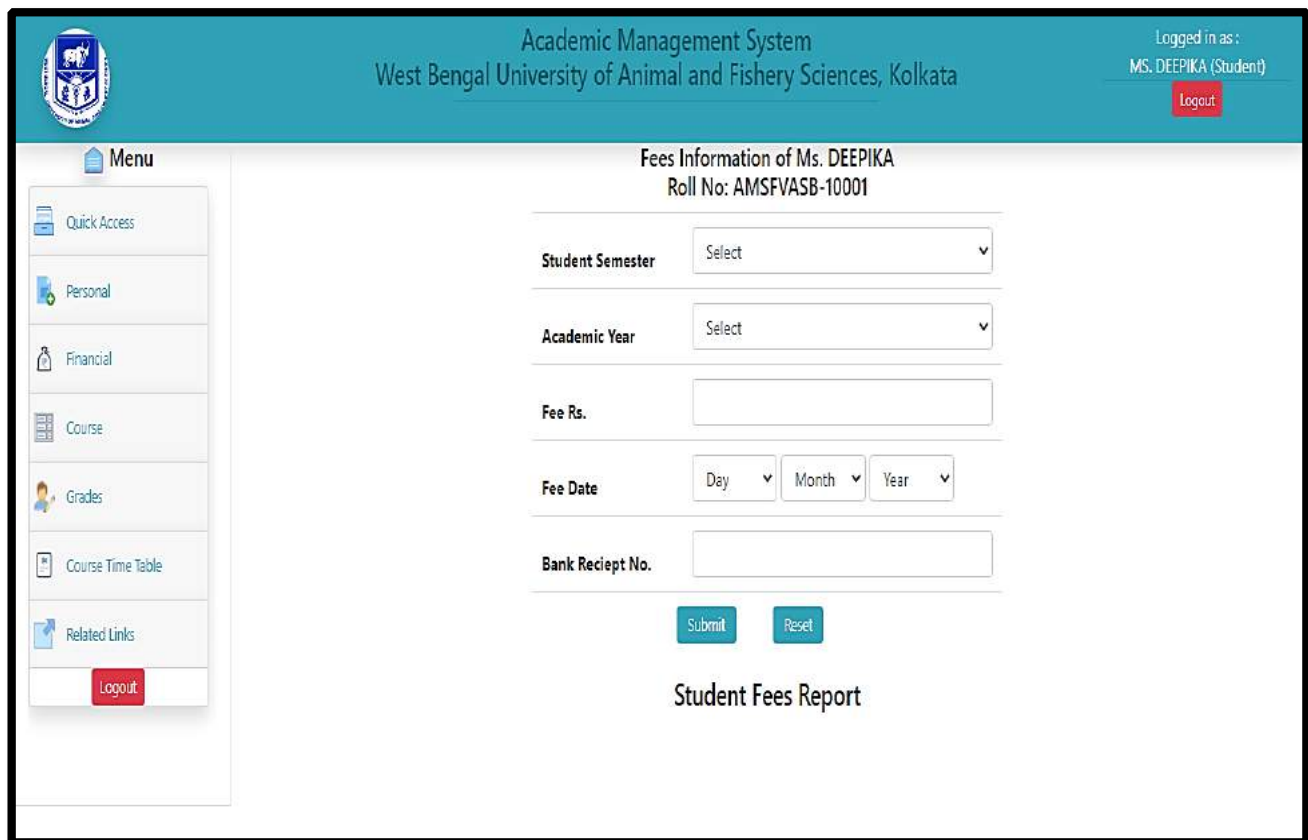


Fig. 4.2(c) Student Verify Email id

5. Fee Payment Module to the Student

The students can pay semester fee and other type of fee such as re-totaling, supplementary, due hostel charges in offline mode. The fee submission details will be submitted offline in by Clicking on **Financial menu option and then click on Fees.**

Menu tab.



The screenshot displays the 'Academic Management System' interface for West Bengal University of Animal and Fishery Sciences, Kolkata. The user is logged in as 'MS. DEEPIKA (Student)'. The main content area is titled 'Fees Information of Ms. DEEPIKA' with Roll No: AMSFVASB-10001. It features a form with the following fields: 'Student Semester' (dropdown menu), 'Academic Year' (dropdown menu), 'Fee Rs.' (text input), 'Fee Date' (Day, Month, and Year dropdown menus), and 'Bank Receipt No.' (text input). Below the form are 'Submit' and 'Reset' buttons. A 'Student Fees Report' link is located at the bottom of the form area. On the left, a 'Menu' sidebar includes options for Quick Access, Personal, Financial, Course, Grades, Course Time Table, and Related Links, along with a 'Logout' button.

Fig. 5 Fee Payment Module

6. Plan of Post Graduate Work (PPW)

A student Plan of Post Graduate Work (PPW) contains various options for selection of minor discipline, major and minor courses, details of advisory committee, thesis problem and submission of PPW. The PPW submitted by a student needs to be approved in a sequence by his/her Advisory Committee Members, Guide, Professor & Head, Dealing Assistant, AAO, Academic In-charge and Dean of the discipline.

6.1 Choosing Minor Discipline

Student can choose his/her major/minor discipline by clicking on **PPW** and then click on **Minor Discipline**.

- As per requirement select first, second, third and fourth minor disciplines from the respective options '**First Minor Discipline**', '**Second Minor Discipline**', '**Third Minor Discipline**' and '**Fourth Minor Discipline**' dropdown menu.
- Select Supporting courses (if applicable) from **Supporting Courses** 'dropdown menu as per need. Select Audit courses (if applicable) from **Audit Courses** dropdown menu as per need.
- Select Compulsory courses (if applicable) from **compulsory Courses** dropdown menu as per need.
- After selecting relevant information click on '**Submit**' button.

The image shows a web form titled "Select Various Type of Courses and Disciplines". It contains several dropdown menus for selecting different types of courses and disciplines. The form is structured as follows:

Select Various Type of Courses and Disciplines	
Major Discipline	Agriculture
1st Minor Discipline	Please Make a Selection
2nd Minor Discipline	Basic Sciences
3rd Minor Discipline	Please Make a Selection
4th Minor Discipline	Please Make a Selection
Supporting Courses	Please Make a Selection
Audit Courses	Please Make a Selection
Compulsory Courses	Please Make a Selection
<input type="button" value="Submit"/>	

Fig. 6.1 Choosing Minor Discipline

6.2 Selecting Course

Student can choose/allocate his/her courses offered by the division/guide, by clicking on PPW and then click on Courses.

- Select academic year and semester from '**Academic Year**' and '**Semester**' Dropdown. and click on add semester.

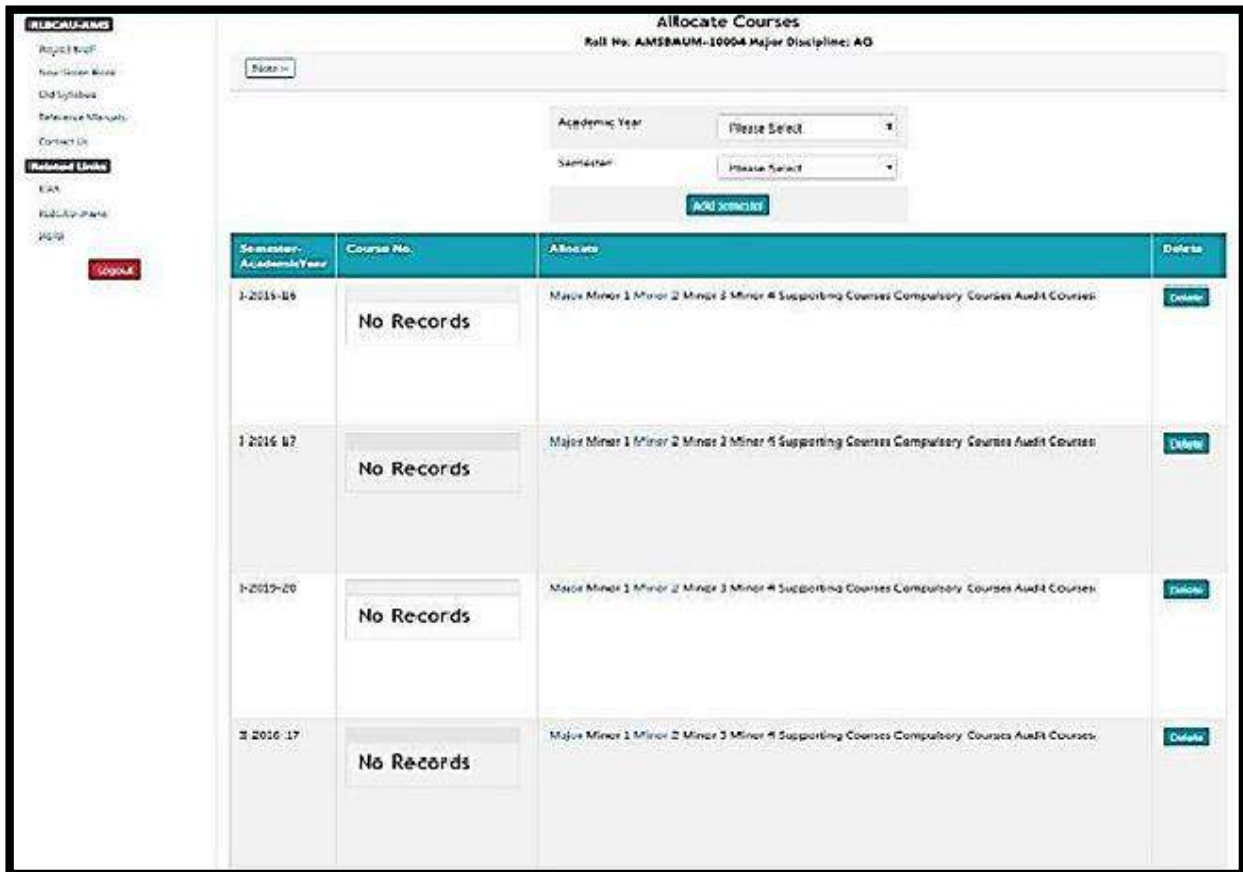


Fig. 6.2 Selecting Course

- After adding a semester, we can add new courses offered for that semester and academic year.

6.3 Constitution of Advisory Committee

After constitution of advisory committee, the student is supposed to enter details of his/her advisory committee members by clicking on **PPW** and then click on **Advisory Committee**.

- Next screen contains a links '**Choose Major Member**' '**Choose Minor1 Member**' '**Choose Other Member**' etc. for selecting members from major, minor and other disciplines.
- To select a member from major discipline, click on '**Choose Major Member**'.
- This will show next window containing '**Faculty Members**' and '**Advisory Committee Members**' list boxes.
- Select a faculty member name from '**Faculty Members**' list box and move it to '**Advisory Committee Members**' list box by **right move >> button**.

- A faculty member name in **‘Advisory Committee Members’** list box may be moved back to
- **‘Faculty Members’** list box by **left move << button**.
- Click on **‘Save Changes’** button.
- The selected major faculty member will appear in a row below **‘Choose Major Member’**
- In similar manner, members from remaining discipline may be selected.

Proposal for Constitution/Re-constitution of Advisory Committee

1.	Name of Student	vibhor tyagi
2.	ID No.& year of Admissi on	AMSBAUM-10004 (2019)
3.	Degree Programme and Subject	M.Tech. (AG)
4.	College	BIRSA AGRICULTURAL UNIVERSITY

Advisory Committee

Name & Designation	Approved Member
Chairman	
AG (Co-Chairman) Choose Co-Chairman Member Choose From Other Discipline Choose From Other College	
AG (Core)Choose Core Member Choose From Other Discipline Choose From Other College	
(Supporting/Minor 1)	
BS (Supporting/Minor 2)Choose Supporting 2 Member Choose From Other Discipline Choose From Other College	
(Supporting/Minor 3)	
(Supporting/Minor 4)	
(Supporting/Minor 5)	
(Optional)	
(Other)	

Fig. 6.3(a) links for Selecting Advisory Committee Members

Advisory Committee

Roll No : AMSBAUM-10004

MEMBER

SELECTED MEMBER

DEANKUMAR
GUIDEKUMAR
MANISHCHAUHAN
SHYAMXQ

Fig. 6.3(b) Advisory Committee Members

6.4 Submitting thesis abstract

Students are expected to submit his/her thesis abstract as a Plan of Post Graduate Work. To submit thesis abstract click on **PPW** then click on **Thesis Problem**. Kindly insure that there is no blank space in the file name to be uploaded. Click '**Submit**' button to upload the thesis abstract file and other information in the system.

Home Personal Financial Course Grades PPW Reports OWR More

Logged in as : MR. VIBHOR (Student)

Print

Student POW

Student Name: vibhor tyagi
Roll No.: AW556104-14064
Date of enrolment: 24/04/2019
Degree: M.Tech.
Discipline: Agriculture
Core Discipline: NI
Optional: NI
Supporting Discipline 1: NI
Supporting Discipline 2: Basic Sciences
Supporting Discipline 3: NI
Supporting Discipline 4: Label
Supporting Discipline 5: Label
Compulsory: No
Other Field: No

Degree	Total Marks	Marks Obtained	University	Year of Passing	RollNo.
M.Tech.[se]	100	73	Anand Agricultural University, Anand	2017	122

Tentative Title of Thesis: Agriculture

Advisory Committee: No Records

Course Works: No Records

Core Discipline: No Courses

Optional: No Courses

Supporting Discipline 1: No Courses

Supporting Discipline 2: No Courses

Supporting Discipline 3: No Courses

Supporting Discipline 4: No Courses

Supporting Discipline 5: No Courses

Compulsory Course: No Courses

Non Credit Compulsory Course: No Courses

Other Field: No Courses

No. of Credits of Course:

Core Discipline Credits :	0
Optional Discipline Credits :	0
Supporting Discipline 1 Credits :	0
Supporting Discipline 2 Credits :	0
Supporting Discipline 3 Credits :	0
Supporting Discipline 4 Credits :	0
Supporting Discipline 5 Credits :	0
Compulsory Course Credits:	0
Non Credit Compulsory Course Credits:	0
Other Discipline Credits:	0
Total Credits:	0-0

Submit POW

Fig. 6.4 Plan of Post Graduate Work (PPW)