



# MATS UNIVERSITY

University Campus: Gullu, Aarang, Raipur – 493441 | Raipur Campus: MATS Tower, Pandri, Raipur – 492004



## CRITERION 6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.2.2 INSTITUTION IMPLEMENTS E-GOVERNANCE IN ITS OPERATIONS

To reduce enormous use of paper and printing the entire data, sign and a seal by the Competent Authority for all the papers, we have used the Class-3 Digital signatures where a Registration Authority i.e. Shri. Gokulananda Panda, Registrar of our University authenticate the documents and responses claimed in this pdf file.

ERP Manual



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## JUNO Campus

[JUNO Campus Web-site](#)

**JUNO Campus**, is an AI-Powered, fully integrated, end-to end automation system designed specifically for education institutions.

It's configurable design ensures a GO-LIVE time of 12 weeks even in some of most complex set-ups. The system has been designed to capture, consolidate and generate data and reports required by AICTE, NAAC, NBA and other regulatory/compliance bodies.

### JUNO Campus Implementation plan in 12



- Initial Configuration
  - Terminology Used in Initial Configuration
  - Basic Structure Creation
  - Mappings
  - Liaisons
  - Master Lists
  - Legacy Data Upload
  - Initial Configuration FAQ
- User Creation
  - Terminology Used in User Creation
  - Guidelines for User Creation
  - Employee Logins
  - Student Logins
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  - Session Creation
  - Individual Security Settings
  - Organization Level Security Settings
  - Password Management
  - User Creation FAQ
- Third Party Handshake
  - Third Party Integrations
- Admission
  - Terminology Used in Admission

- Terminology Used in User Creation
- Guidelines for User Creation
- Employee Logins
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- Third Party Integrations
- Admission
  - Terminology Used in Admission
  - Admission Configuration
  - Admission Process
  - Admission Test
  - Lead Management
  - Admission FAQ
- Fees
  - Terminology Used in Fees
  - Academic Fees Structure
  - Invoices and Receipt
  - Fees Credits
  - Other Fees
  - Fees FAQ
- Academics
  - Terminology Used
  - Program Creation
  - Syllabus Pattern Creation
  - Syllabus Structure

02	<b>01</b> Basic Set - up	Creation of Trust up to First Employee Upload	<b>02</b> User Creation	Employee Student	<b>03</b> Third Party Hand Shake
02	<b>04</b> HR	Recruitment, Employee Appraisal, Leave, Muster, Salary and Tax, Employee Relieving	<b>05</b> Finance	Budget, Salary Accounting, General Accounting, Fees Configuration, Vendor Accounting	<b>06</b> Procurement and stores
04	<b>07</b> Admissions	Intake, Category, Quota, Merit List, Eligibility	<b>08</b> Academics	Program, Syllabus, Course, Timetable, Attendance, Evaluation	<b>09</b> Exams
04	<b>10</b> Research	Employee Research Contribution, Funded research projects, Research courses.	<b>11</b> Complementar y Functions	Library, Hostel, Guest-house, Mess, Transport	<b>12</b> Misc. Utilities

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- ▣ Syllabus Pattern Creation
- ▣ Syllabus Structure
- ▣ Course Outline
- ▣ Faculty Course Management
- ▣ Student Course Management
- ▣ Time Table
- ▣ Course File
- ▣ Attendance
- ▣ Concurrent Assessment
- ▣ Outcome Based Evaluation
- ▣ Learning Management System(LMS)
- ▣ Topic Registration
- ▣ Synopsis
- ▣ Colloquium
- ▣ Thesis
- ▣ Final Thesis
- ▣ SIP
- ▣ On-Line Test Through Course File
- ▣ Feedback
- ▣ Student Leave
- ▣ Mentor Student Module
- ▣ Academics FAQ
- ▣ Exam
  - ▣ Terminology Used in Exam
  - ▣ Exam Admin Role
  - ▣ Faculty Role
  - ▣ Student Role
  - ▣ Exam FAQ
- ▣ Finance
  - ▣ Terminology Used in Finance
  - ▣ Budget
  - ▣ Fees

Implementation-12

**JUNO Campus** has a state of art Learning Management System which empowers education institutions with new-age tools to facilitate digital content creation & delivery, performance assessment & tracking and administration.

**Key Differentiation:**

- Complete, end-to-end automation through one system (seamlessly information exchange across verticals)
- Configurable design to ensure a swift implementation (Go-Live time reduces to weeks from years)
- Admin can change systems by changing configurations within a matter of minutes (no need to wait for changes in the product)
- Smart combination of level, roles and duties to ensure automation in its existing form (no change in process flow required)
- Complete adherence to all Regulatory and Compliance bodies including NACC, MCI, NBA and Washington Accord (all relevant data can be extracted within minutes) Inbuilt lead management module

**200+ Successful Implementations in Higher Education Institutions:**

- Collective intelligence of 200+ Higher Education Institutions Processes/functions adhering to diverse requirement already developed
- Complete, end-to-end automation through one system
- No paper-work. No Excel sheet. No manual process All academic activities completely automated.
- Admission to Alumni
- All support functions including Hostel, Library, HR, Accounts, Purchase, Inventory fully automated

**Configurable design to ensure a swift implementation:**

- Short Go-Live time of 3-4 weeks in a typical Eng/Med/MBA/degree college compared to 12-18 months for others
- ROI within 2 years
- The rule-books, policies, workflows, authority-hierarchy of the Institution can be configured AS-IS
- It saves from situation where processes change by the time implementation is completed
- Admin can change systems by changing configurations within a matter of minutes
- Changes can be implemented as soon as they are decided on, without any extra charges

Activate Windows  
Go to PC settings to activate Windows.

- Salary
- Purchase/Vendor Accounting
- Sales/Client Accounting
- General Accounts
  - Investment Management
  - Endowment Management
  - Employee Society
  - Finance FAQ
- HR
  - Terminology Used in HR
  - Recruitment
  - Service Book
  - Muster
  - Leave
  - Salary
  - Employee Profile
  - Appraisal
  - Grievance
  - Contractual Appointment
  - Resignation
  - No Dues
  - Full and Final Settlement
  - HR FAQ
- Procurement and Stores
  - Terminology Used in Procurement and Stores
  - Infrastructure
  - Maintenance
  - Stock
  - Inventory
  - Purchase
- Research

**Smart combination of level, roles and duties to ensure automation in its existing form**

- Each employee work profile can exactly be mapped through a combination of level, role and duty.
- Level/role based access ensure privacy and accountability
- Duties can be delegated to any person in system with access to only relevant information
- Especially useful when admins go on leave and they can delegate duties to different people without sharing their login/password

**Complete adherence to all Regulatory and Compliance bodies including NACC, MCI, NBA and Washington Accord.**

- All relevant data can be extracted within minutes
- Ready reports
- Saving of significant amount of time and cost spent in data collection, report formation Inbuilt lead management module
- Complete process flow mapping from as exists in real life

**The system can be deployed both on-Cloud and on-Premise.**

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- Research
  - Terminology Used in Research
  - Employee Research Contribution
  - Funded Research Project
  - Research Courses
  - Research FAQ

- Placement
  - Terminology Used in Placement
  - Basic Configurations
  - Placement Configuration
  - Placement Cell
  - Jobs
  - Final Placement
  - Project Placement
  - Walk-Ins
  - Training
  - Placement Activity
  - Communication
  - Student Login
  - HR Manager Login
  - Placement FAQ

- Office Docs
  - Terminology Used in Office Docs
  - Students Docs
  - Employee Docs
  - Office Docs FAQ

- Internal Communication
  - Terminology Used in Internal Communication
  - Inward
  - Outward
  - Internal Communication FAQ

Activate Windows  
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Internal Communication FAQ

Committees

- Terminology Used in Committees
- Committees FAQ

Events

- Terminology Used in Events
- Event FAQ

Library

- Terminology Used in Library
- Configuration
  - Stock verification
- Members
  - Library Masters
  - Transactions
  - Library Fine
- Library Wise Statistics
- DMS
  - DMS Search
- Book Bank
  - Register Book Bank Member
  - Book Bank Member Account
  - Book Bank Refund Requests
- Library Reports
- Library Purchase
  - [Library FAQ]]

Hostel

- Terminology Used in Hostel
- Hostel Configuration
- Hostel Admission
- Hostel Allocation
- Hostel Complaint and Maintenance

Activate Windows  
Go to PC settings to activate Windows.

- Library
  - Terminology Used in Library
  - Configuration
    - Stock verification
  - Members
  - Library Masters
  - Transactions
  - Library Fine
  - Library Wise Statistics
  - DMS
  - DMS Search
  - Book Bank
    - Register Book Bank Member
    - Book Bank Member Account
    - Book Bank Refund Requests
  - Library Reports
  - Library Purchase
    - [Library FAQ]]
- Hostel
  - Terminology Used in Hostel
  - Hostel Configuration
  - Hostel Admission
  - Hostel Allocation
  - Hostel Complaint and Maintenance
    - Hostel and Related Reports
    - Hostel FAQ
- Transport
  - Terminology Used in Transport
  - Configuration
  - Transport Management
    - Transport FAQ

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