



**6.2.2 Implementation of e-governance in areas of operation**

**1. Academic Planning and Development**

**2. Administration**

**3. Finance and Accounts**

**4. Student Admission and Support**

**5. Examination**

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**RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH, BHILAI**  
Recognised by: DCI New Delhi, Affiliated to : Pt. DeendayalUpadhyay Memorial Health Sciences and Ayush University, Raipur ( C.G)  
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## **CERTIFICATE OF THE HEAD OF INSTITUTION**



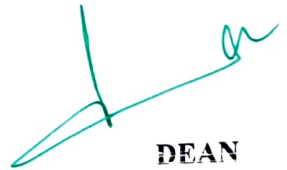


**Dr.Karthik Krishna M, M.D.S.,**  
**DEAN**

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that, our Institutional has the Implementation of e-governance in areas of operations, such as:

- 1. Academic Planning and Development**
- 2. Administration**
- 3. Finance and Accounts**
- 4. Student Admission and Support**
- 5. Examination**

  
**DEAN**

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Kohka Road, Kurud, Bilai (C.G)





**SCREEN SHOTS OF USER INTERFACES OF EACH  
MODULE ANNUAL  
E-GOVERNANCE REPORT APPROVED BY GOVERNING  
COUNCIL/ BOARD OF MANAGEMENT/ SYNDICATE  
POLICY DOCUMENT**



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

## Screen-shot of Homepage-DME

The screenshot shows the homepage of the Directorate of Medical Education. The header includes the name of the directorate and its address: North Block, Sector-10, Swasthya Bhawan, 2nd Floor, Nawa Raipur, Atal Nagar, Chhattisgarh, Pin - 492002. A navigation menu lists various services like HOME, COUNSELLING, INSTITUTES, NOTICE, REIMBURSEMENTS, VACANCY, RTI, RULES, GRIEVANCE, and TENDERS. The main content area features a list of recent notices and updates, including dates and brief descriptions of events or announcements. A profile picture of Dr. Vishnu Dutt, Director of Medical Education, is also visible. The footer shows the current date and time as 11:04 AM on 18/04/2023.



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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of DME for BDS Admissions

**Directorate of Medical Education**  
North Block, Sector-19, Swasthya Bhawan, 2nd Floor, Nawa Raipur, Atal Nagar, Chhattisgarh, Pin - 492002

HOME COUNSELLING INSTITUTES NOTICE REIMBURSEMENTS VACANCY RTI RULES GRIEVANCE TENDERS

Home RPT

**BDS**

- 09 Jan 2023 : BDS Course Adm. Yr. 2022 2nd Stray Round Merit List for Vacant Seats of Pvt. Dental Colleges...[More](#)
- 05 Jan 2023 : शासकीय दंत महाविद्यालय के प्रथम स्टे-राउण्ड (संस्था स्तर पर) प्रवेश उपरोक्त शिफ्ट सीटों पर प्रवेश हेतु उपलब्ध अभ्यर्थियों की प्राथमिक सूची।...[More](#)
- 03 Jan 2023 : Adm. Year 2022 BDS 2nd Stray Round Online Application Notice...[More](#)
- 26 Dec 2022 : BDS Course Adm. Yr. 2022 Stray Round Merit List for Vacant Seats of Pvt. Dental Colleges...[More](#)
- 24 Dec 2022 : BDS Course Adm. Yr. 2022 Stray Round Merit List for Vacant Seats of Govt. Dental College, Raipur...[More](#)
- 21 Dec 2022 : प्रवेश वर्ष 2022 दंत चिकित्सा सातक (BDS) माध्यक्रम हेतु नया ऑनलाइन आवेदन सूचना...[More](#)
- 15 Dec 2022 : MBBS/BDS Mop-up Round Allotment List & Notice...[More](#)

Type here to search

35°C Sunny 11:08 18-04-2023



*(Handwritten Signature)*

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## Screen-shot of DME for MDS Admissions

Directorate of Medical Education  
cgdme.in/MDS.php

**Directorate of Medical Education**  
North Block, Sector-19, Swasthya Bhawan, 2nd Floor, Nawa Raipur, Atal Nagar, Chhattisgarh, Pin - 492002

HOME COUNSELLING INSTITUTES NOTICE REIMBURSEMENTS VACANCY RTI RULES GRIEVANCE TENDERS

Home MDS

**MDS**

- 13 Jan 2023 : PG Dental (MDS) Adm. Yr. 2022 2nd Stray Round Notice [More](#)
- 12 Jan 2023 : PG Dental (MDS) Adm. Yr. 2022 New Online Application Notice [More](#)
- 11 Jan 2023 : PG Dental (MDS) Adm. Yr. 2022 2nd Stray Round Notice [More](#)
- 30 Nov 2022 : PG Dental (MDS) Adm. Yr. 2022 Stray Round Merit List [More](#)
- 30 Nov 2022 : PG Medical (MDMS) Adm. Yr. 2022 Stray Round Merit List [More](#)
- 27 Nov 2022 : MDS Adm. Yr. 2022 Mop-up Round Allotment List [More](#)
- 22 Nov 2022 : वर्ष 2022 नोट पी.जी. (एम.डी/एम.एस/एम.डी.एस) काउंसिलिंग [More](#)
- 09 Nov. 2022 : List of Admitted Candidates by 1st and 2nd Counselling Allotment (MDS) Adm. Yr. 2022 [More](#)
- 09 Nov. 2022 : List of Admitted Candidates by 1st and 2nd Counselling Allotment (MD/MS) Adm. Yr. 2022 [More](#)

Type here to search

35°C Sunny 11:08 18-04-2023



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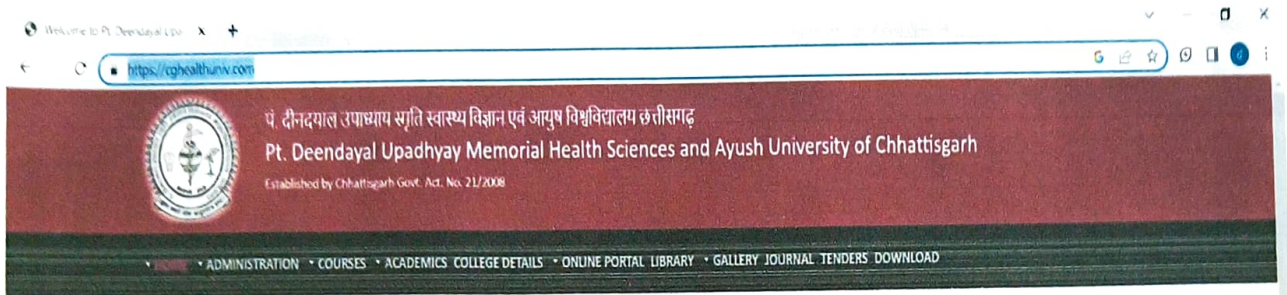


# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of University Homepage



Pt. Deendayal Upadhyay

जनम 25 नितम्बर 1916 - अमृतम 11 फरवरी 1984



### About Us

वेदों से बढते परिसर में दृष्टिपथ की परिभाषाएं बढते दृष्टी है, साथ ही साथ समय ने 'ज्ञान' व 'विज्ञान' जैसे शब्दों के साथ ही एवं ज्ञानों को भी बढत का लक्ष दिये है।

विद्विषय विज्ञान ने भी कई नवी उन्मुखता को गुहा है, या इन सबके होते हुए ये भी जन्मता अतिशयोक्ति नहीं होगी को विद्विषय।



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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH


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## Screen-shot of DME for BDS Admissions

Welcome to Pt. Deendayal Upadhyay Memorial Health Sciences and Ayush University of Chhattisgarh

https://cghs.healthuniv.com/ENGLISH/BSA

 पं. दीनदयाल उपाध्याय स्मृति स्वास्थ्य विज्ञान एवं आयुष विश्वविद्यालय छत्तीसगढ़  
Pt. Deendayal Upadhyay Memorial Health Sciences and Ayush University of Chhattisgarh  
Established by Chhattisgarh Govt. Act. No. 21/2008

HOME ADMINISTRATION COURSES ACADEMICS COLLEGE DETAILS ONLINE PORTAL LIBRARY GALLERY JOURNAL TENDERS DOWNLOAD

### UG Courses

S.No.	Course Name	Duration	Syllabus	List of Theses
1	BAMS	4 Years		
2	BASLP	4 Years		
3	BDS	4 Years		
4	BHMS	4 Years		
5	BNYS	4 Years		
6	BPT	4 Years		
7	BSC DIALYSIS	3 Years		
8	BSC NURSING	4 Years		
9	MBBS			
10	PB NURSING	2 Years		

Type here to search



35°C Sunny

11:17  
18-04-2023



  
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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of DME for MDS Admissions

पं. दीनदयाल उपाध्याय स्मृति स्वास्थ्य विज्ञान एवं आयुष विद्यालय छत्तीसगढ़  
Pt. Deendayal Upadhyay Memorial Health Sciences and Ayush University of Chhattisgarh  
Established by Chhattisgarh Govt. Act. No. 21/2008

• HOME • ADMINISTRATION • COURSES • ACADEMICS COLLEGE DETAILS • ONLINE PORTAL LIBRARY • GALLERY JOURNAL TENDERS DOWNLOAD

### PG Courses

S.No.	Course Name	Duration	Syllabus	List of Thesis
1	MD/MS	2 Years		
2	MD/MS AYURVEDA	2 Years		
3	MDS	3 Years		
4	MPT	2 Years		
5	MSC BIO TECH	2 Years		
6	MSC NURSING	2 Years		
7	Msc RENAL SCIENCE	2 Years		

**About Us**  
 Mission  
 Vision

**Others**  
 Authority Login  
 Recruitment

**Quick Links**  
 Raj Bhawan Chhattisgarh  
 Higher Education Chhattisgarh

**Contact us**  
 Activate Windows  
 Pt. Deendayal Upadhyay Memorial Health Sciences and Ayush University of Chhattisgarh, Sector - 4B, Uparwara, Raipur

Type here to search

35°C Sunny 11:17 18-04-2023



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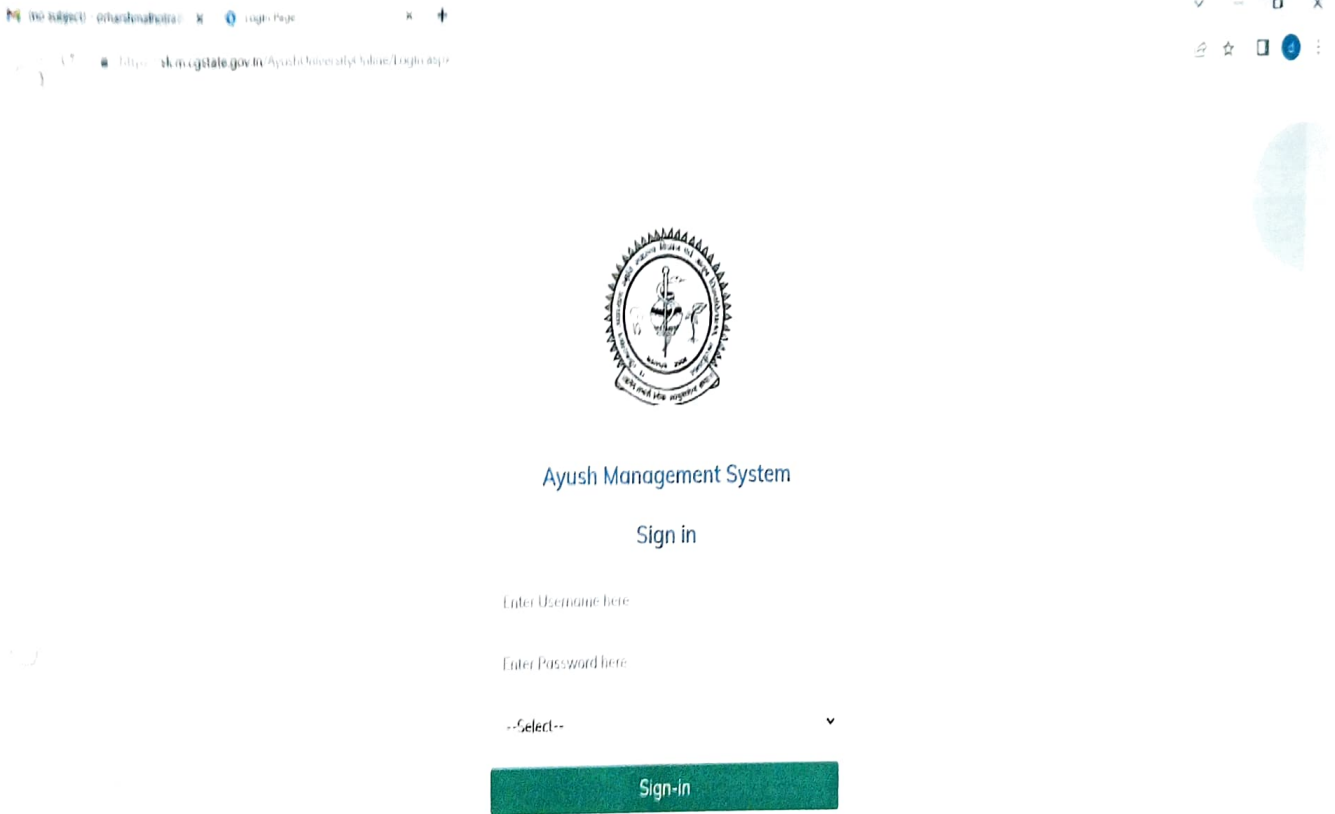


# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of University Exam Portal



*[Handwritten Signature]*  
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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of University Exam Portal with College Login

no subject | dharsmalhotra | x | Student List Course Wise | x | +

https://scm.cgstate.gov.in/AyushUniversityOnline/Student\_List\_Org.aspx

Aayush University

Student List Course Wise

- Dashboard >
- College >

Session: 2022-2023 Student Status: REGULAR

Stream Name: --Select-- Course Name: All

College Name: RUNGATA COLLEGE OF DENTAL SCIENCE & RESEARCH

Show

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Type here to search

34°C Haze ENG 18-04-2023



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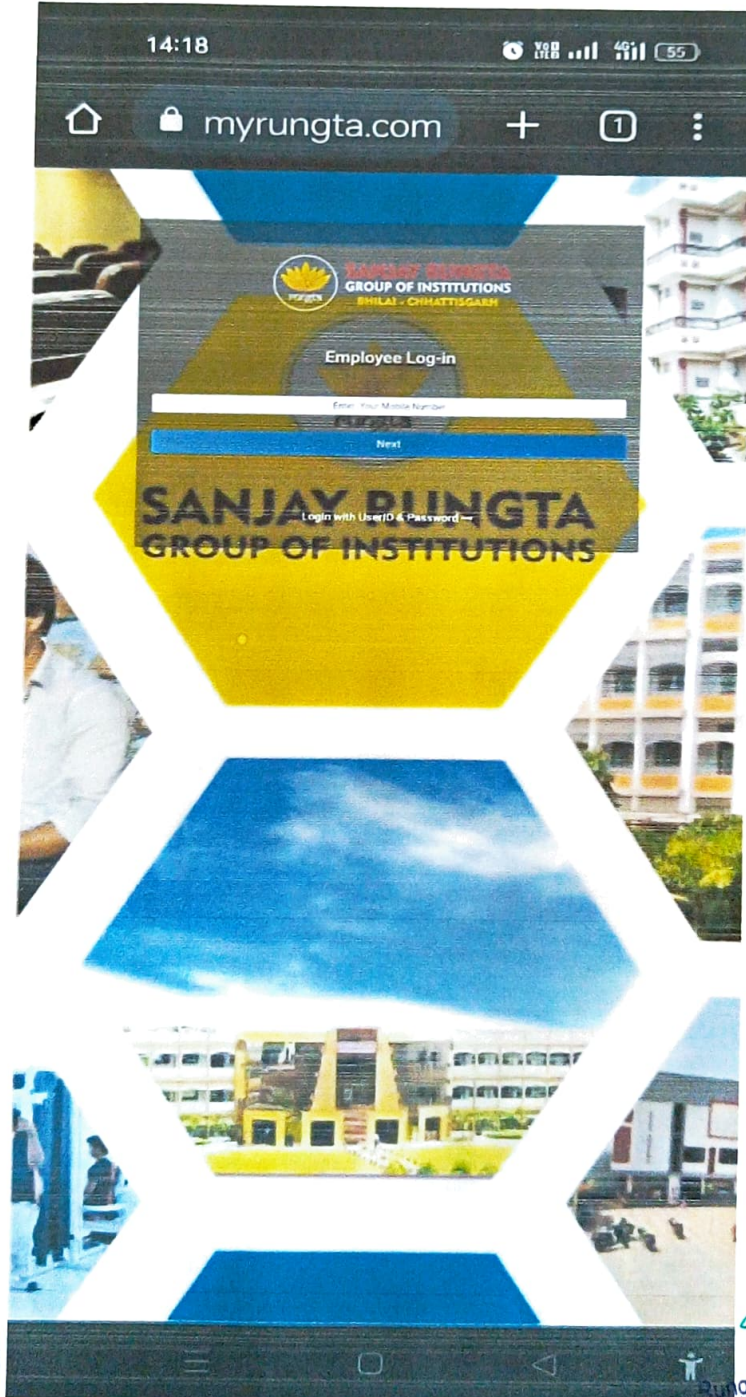


# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of e-governance Administration - ERP Login Page



*[Handwritten Signature]*  
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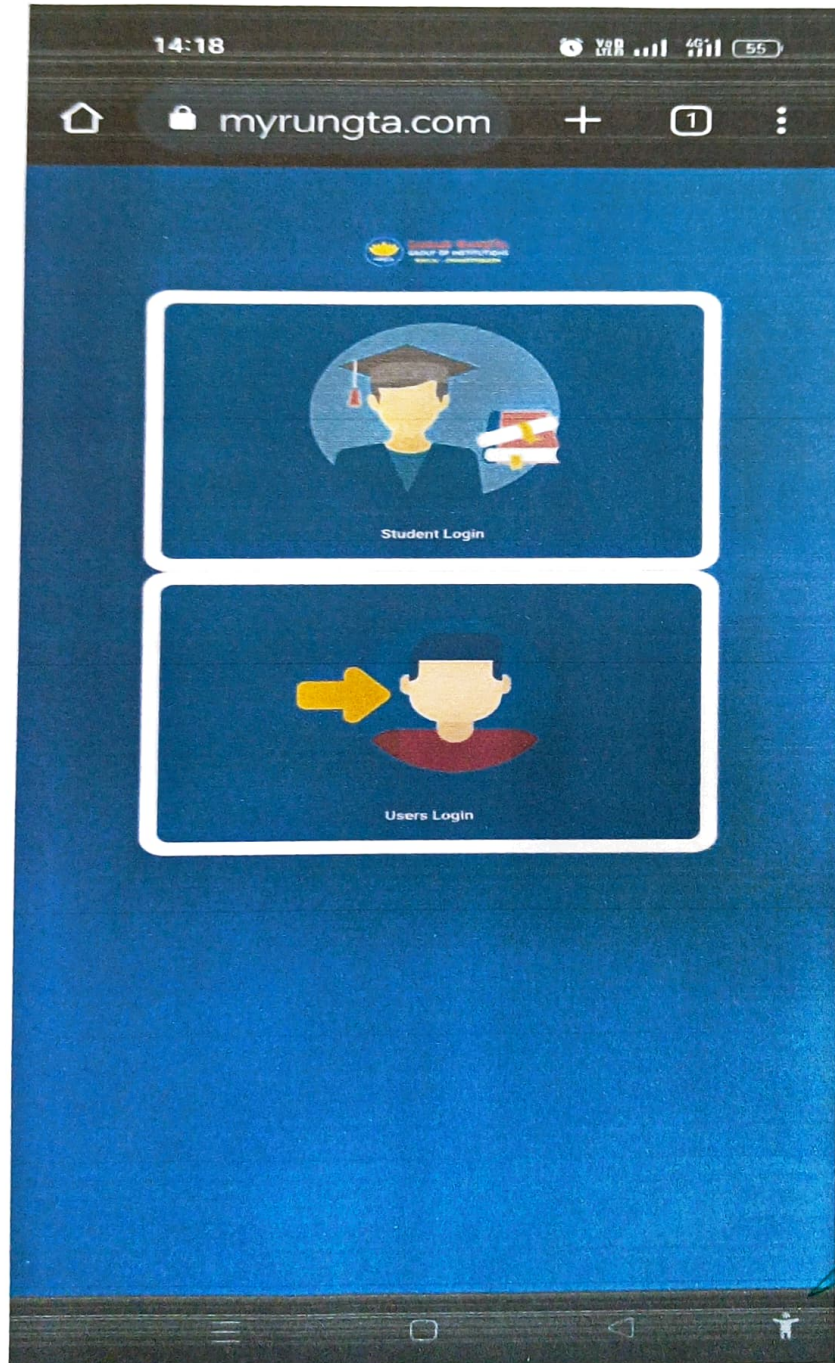


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## Screen-shot of e-governance Administration -ERP portal



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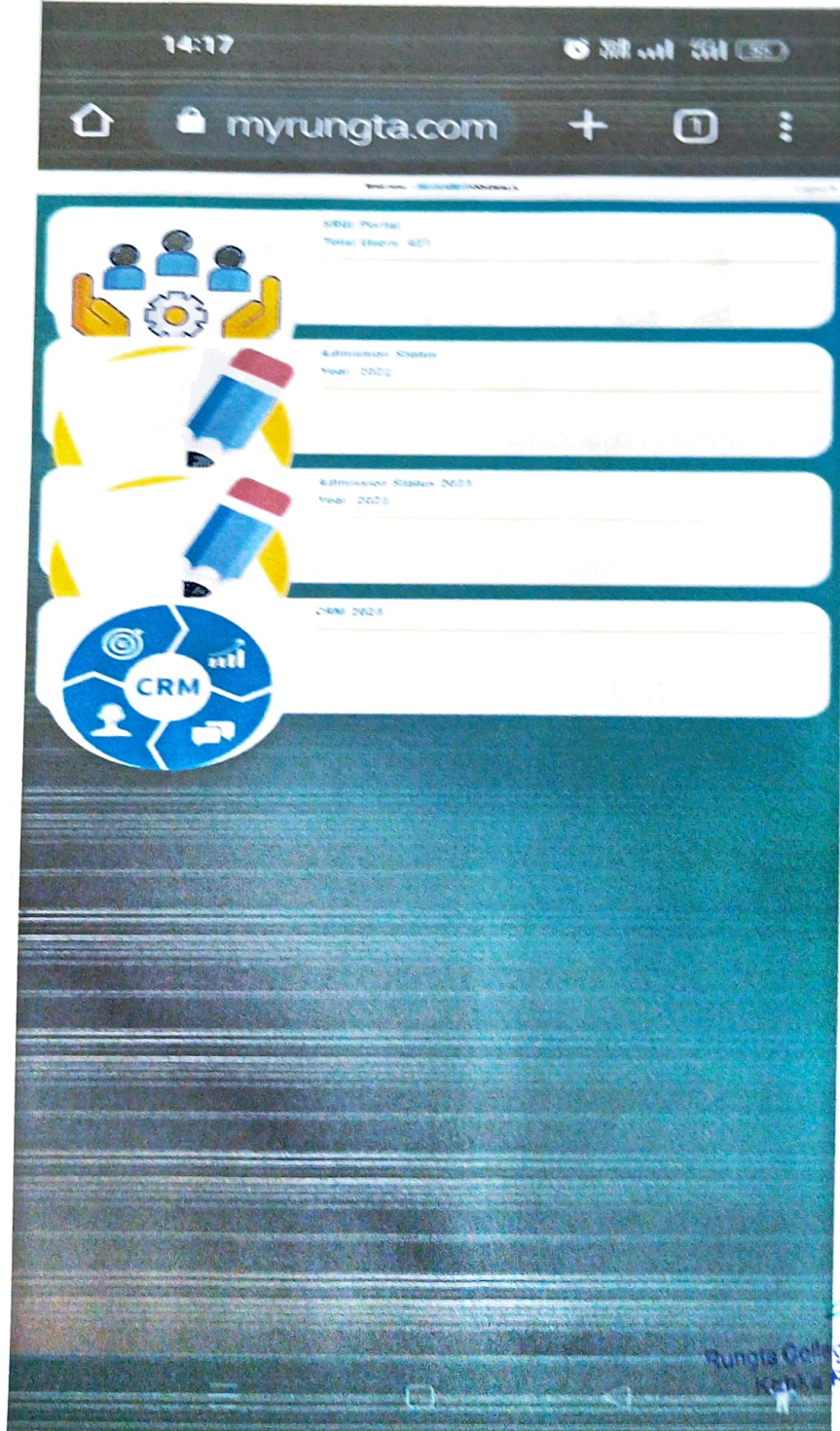


# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of e-governance Administration -Admissions Page



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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of e-governance Administration- Biometrics/ Attendance Page

14:18 Ver 1.0.0 4G 55

myrungta.com

SEARCH Prompt

Your Attendance Report

From: 04-10-2023 To: 04-10-2023

SEARCH

S.No	Employee Name	College	Department	Designation	Working hours	Total Late Coming	Total Early Going	Coming after the permissible time	In 2023-04-10	Out 2023-04-10
1	Dr. JAYDIP D. JAYAKAR	Rungta College of Dental Sciences & Research	Orthodontics	MD		000	000	0		04-10-23



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## Screen-shot of e-governance Administration- Patients' appointment management software

Today's Followup

From Date: 03/03/2023 To Date: 03/03/2023

Sr.No.	Department	Sub-Department	Patient Mobile No.	Registered On	Test Date	Treatment Done	Receivable Amount	Received Amount	Payment Done By	Followup Date
1	Orthodontic	D. Restorative Ortho	8292184710	2022-12-02	-	Orthodontic Treatment Followup	0	0	-	2023-03-03 Prescription Followup
2	Orthodontic	D. Ortho Rest	8292184710	2022-12-02	-	Orthodontic Treatment follow up payment	100	100	Cash	2023-03-03 Prescription Followup 2023-04-01 2023-04-01
3	Orthodontic	D. Orthodontic Laboratory Center	8292184710	2022-12-02	-	Orthodontic Treatment Followup	0	0	-	2023-03-03 Prescription Followup 2023-03-03
4	Orthodontic	D. Ortho Rest	8292184710	2022-12-02	-	Orthodontic Treatment Followup	0	0	-	2023-03-03 Prescription Followup 2023-03-03
5	Orthodontic	D. Restorative Ortho	8292184710	2022-12-02	-	Orthodontic Treatment follow up payment	100	100	Cash	2023-03-03 Prescription Followup 2023-03-03
6	Orthodontic	D. Ortho Rest	8292184710	2022-12-02	-	Orthodontic Treatment Followup	0	0	-	2023-03-03 Prescription Followup 2023-03-03



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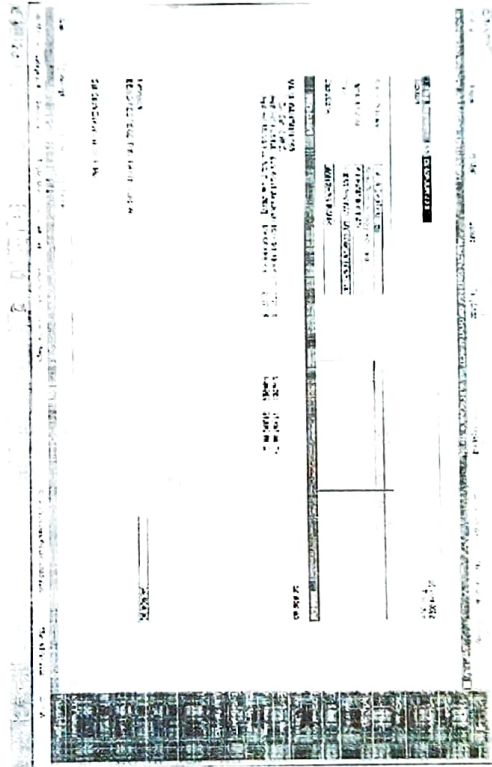


# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## Screen-shot of e-governance Finance- ERP Tally 9 software



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## Screen-shot of E-governance Finance-Patients' Bill Payment page

Transaction Details

From Date: 06-03-2023 To Date: 06-03-2023 Search

Total Collection: 1500

S.No	Department	Doctor/Name	Patient Mobile No	Visited On	Test Suggested	Treatment Suggested	Receivable Amt	Received Amt	Payment Done By	Receipt no	Remark	Next Followup
1	Orthodontics	Dr. Anshu Agrawal	870 00 8476 8114371208 22-03-2023 02:55 am <a href="#">Prescriptions</a>	06-03-2023	-	Orthodontic Treatment as per payment	500	500	Cash	512212		
2	Oral Medicine & Radiology	Dr. A. Phyozenwe	Suchi Kumbh Nirmala 8425777523 06-03-2023 02:50 am <a href="#">Prescriptions</a>	06-03-2023	IGRA	-	100	100	Cash	512210		
3	Oral Surgery	Dr. Sunil Kumar Singh	Harshita Jaiswal 679470311 24-03-2023 02:50 am <a href="#">Prescriptions</a>	06-03-2023	-	DRESSING	50	50	Online	512208 0912360094		
4	Periodontology	Dr. Anshu Agrawal	Sudhakar Rathod 7300658820 06-03-2023 02:50 am <a href="#">Prescriptions</a>	06-03-2023	-	ULTRASONIC SCALING	500	500	Cash	512205		

Total Payment: 1250 ₹ Total Cash Payment: 1200 ₹ Total Online Payment: 50 ₹



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## 5. 2.2 Implementation of e-governance in areas of operation

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2	Additional Information	04

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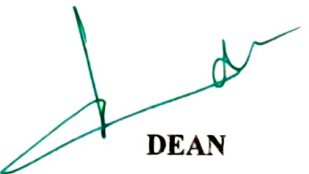
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**ADDITIONAL INFORMATION**

Rungta College of Dental Sciences and Research, Bhilai (C.G.)

**Name of Institutional Committee/Cell:** College Council






**Date of Meeting:** 20-07-2021

**Secretary:** Dr Javed Sodawala

**Agenda of Current meeting**


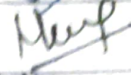








1. Minutes of last college council meeting.
2. ATR
3. UG progression report
4. PG progression report
5. Exam cell report
6. Hospital audit report
7. Outreach and extension activities report
8. CDE cell report
9. Women welfare committee report
10. Students related issues, if any.
11. E-governance
12. IQAC
13. Any other item with the permission of chair.

**Members Present:**

S. No.	Members
1	Dr. Karthik Krishna M. 
2	Dr. Javed Sodawala 
3	Dr. Sidharth Pundir 
4	Dr. Pankaj Gupta 
5	Dr. Aena Jain 



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6	Dr. Fatima Khan	
7	Mrs. Neena Dubey	
8	Dr. Sumit Gandhi	
9	Mr. Sumit Banerjee	
10	Dr. Shaheen Hamdani	
11	Dr. Ram Tiwari	
12	Dr. Ulupi Panat	
13	Mr. Sandipan Mondal	
14	Dr. Ram Thombare	
15	Dr. Rucha Kashyap	

### Discussion

1. The CC meeting was held at 2:30 pm chaired by the president Dr. Karthik Krishna M.
2. President called the meeting to order at 2:35 pm.
3. Dr. Javed Sodawala, secretary presented the minutes and ATR of the last college council meeting held on 19<sup>th</sup> April 2021.
4. UG progression report was presented and approved by all the members. She also informed that remedial classes and extra classes timetable has been prepared and shared with medical and dental depts. for slow learners.
5. PG progression report was presented and approved by all the members.
6. Exam cell report was presented by Dr. Reena Kulshrestha and approved by all the members.
7. Hospital audit report was presented by Dr. Siddharth Pundir and approved by all the members. He also informed the committee members that instrument audit is under process for procurement of new instruments and equipment.



  
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8. Outreach and extension activities report was presented by Dr Ram Tiwari and approved by all the members. He also shared the schedule of upcoming outreach and extension activities.
9. CDE cell activities was presented by Dr. Shaheen Hamdani and approved by all the members.
10. Women welfare activities was presented by Dr. Aena Jain and approved by all the members.
11. It was decided by the members that Value education and communication skill webinars will be organised by medical staff henceforth.
12. The Dean discussed the details of e-governance policy document and report with the members.
  - He informed the members that admissions and counselling of BDS and MDS students are being conducted by Directorate of Medical Education, CG through their online portal. He also informed that exam related notifications, time table, results, etc are informed by DUHS, CG through their online portal.
  - The attendance of students, faculty and non-teaching staff is carried out by Biometric software.
  - The college is developing Enterprise resource planning software (ERP) for improving e-governance in the institute and campus.
  - The finance department is using Tally9 software for maintain accounts and audits.
13. The Dean informed the members regarding the need to form Internal Quality Control Cell (IQAC) for the purpose of NAAC. It was decided to constitute this cell under the convenor ship of Dr. Fatima Khan, Professor, Department of Oral Medicine and Radiology. The constitution of the cell, its functions and other details were discussed.



  
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ACTION TAKEN REPORT (ATR)

<u>ACTIVABLE POINTS</u>	<u>RESPONSIBLE PERSON</u>	<u>STATUS</u>
UG progression report	Dr. Rucha Kashyap	Complied
PG progression report	Dr. Pankaj Gupta	Complied
Exam cell report	Dr. Reena Kulshrestra	Complied
Hospital audit report	Dr. Siddharth Pundir	Complied
Outreach and extension activities Report	Dr. Ram Tiwari	Complied
CDE cell activities	Dr. Shaheen Hamdani	Complied
Women welfare committee activities	Dr. Aena Jain	Complied
E-governance	Mr. Sumit Banerjee Mrs. Neena Dubey	In progress
IQAC	Dr. Fatima Khan	In progress

*Tansu Zaidi*  
Signature

Secretary, College Council



*[Signature]*  
DEAN  
Pimpri Chinchwad Education Trust  
College of Dental Science & Research  
Mankhurd Road, Kurud, Bhilal (C.G.)



**6.2.2 Policy Document of e- governance**

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<b>2</b>	<b>Policy Document</b>	<b>04</b>

**RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH, BHILAI**

Recognized by: DCI New Delhi. Affiliated to: Pt. Deendayal Upadhyay Memorial Health Sciences and Avishi University, Raipur (C.G.)  
Managed by: UMS Educational Society



**CERTIFICATE OF THE HEAD OF INSTITUTION**




**Dr.Karthik Krishna M, M.D.S.,**  
**DEAN**

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that, our Institutional has policy document of e-governance in areas of operations, such as:

- 1. Academic Planning and Development**
- 2. Administration**
- 3. Finance and Accounts**
- 4. Student Admission and Support**
- 5. Examination**



  
**DEAN**

**DEAN**

Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)

**RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH, BHILAI**

Recognised by: DCI New Delhi, Affiliated to : Pt. DeendayalUpadhyay Memorial Health Sciences and Ayush University, Raipur ( C.G)  
Managed by: GDR Educational Society.



**POLICY DOCUMENT OF E- GOVERNANCE**

## E -GOVERNANCE POLICY

- Information and Communication Technology has provided with many advanced facilities.
- The e-Governance policy serves as a platform to enhance the exchange of information, communication and transactions.
- It also enriches the various stand-alone systems to be united under one umbrella. As a result, there prevails a transparency, paperless and automated data system.

### ➤ Scope

The scope of this policy extends to the following areas

1. General Administration.
2. Examination.
3. Library.
4. Accounts and finance.

### ➤ Objectives

- To implement e-Governance in functioning unit of the institute to make activities simpler and effective.
- To provide Wi-Fi Campus & to make paper free campus.
- To monitor and control all the activities of the institute.

### ➤ Polices

- To implement e-governance.
- E-Governance in institutional activities which includes administration, students, library, Examination, Finance & accounts and admissions to enable transparency of the documents.



DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



➤ **Administration**

At the administration level, our institution utilizes the HR Wallet. This constitutes the information regarding the faculties & students, attendance, and payroll system. The whole campus is under the surveillance of CCTV cameras.

➤ **Finance and accounts**

The accounts department of our college is assisted by the tally software. This helps a lot in maintaining the accuracy of the financial transactions. For auditing purpose the required records of accounts are maintained not only for the fees collection of the students but also for all financial transactions of the institutions. It is also utilized for maintaining the salary of the faculty members.

➤ **Library-**

The policy regards the library, to upgrade the academics and administrative portfolios through online access, for this we have incorporated

1. Enterprise Resource Planning
2. Library Management System
3. Learning Management System

➤ **Examination-**

There exists an exclusive exam cell which includes a separate hall, Computers, Wi-Fi connection for the University examination, Copier machines are provided by the management for the smooth conduction of the exam. All activities of payment of examination fee, examination form, of external examination which are done by the University can be also downloaded from the web portal allotted to the institution.

➤ **Website**

The institute website is [www.rcdsr.com](http://www.rcdsr.com) which has all the data regarding institute faculties, admission, facilities in campus etc. The college has its own website which updates monthly activities in the college. It also helps stakeholders to access the website.



Dr. Karthik Krishna M

Dean, RCDSR



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by GDR Educational Society

AN INITIATIVE BY SATEJAY RUNGTA

Ref No. RCDSR Admin 2023 / 1395 A

To,

Smt. Rajam Rungta,

Vice Chairman,

GDR Educational Society

Durg.

**Subject: Requirement of the Software's; Academic planning and development- Enterprise Resource Planning (ERP); regarding.**

Respected Madam,

Rungta College of Dental Sciences & Research (RCDSR), Bhilai wishes to upgrade the academics and administrative portfolios through online mode. Hence for the ease of use requesting you to kindly provide us the software listed below;

1. Academic planning and development- Enterprise Resource Planning (ERP)

Thanking You

Regards

Dr. Karthik Krishna M

Dean

Rungta College of Dental Sciences and Research

Bhilai

DEAN

Rungta College of Dental Science & Research  
Kohka-Kurud Road, Bhilai



Rungta Knowledge City,  
Kohka Road, Kurud, Bhilai - 490024 (C.G.)  
Phone : 0788-6660666

www.rungta.ac.in

DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)





# RUNGTA INFOTECH SYSTEMS PRIVATE LIMITED

49/12, Nehru Nagar(East) Bhilai, (C.G.) 490020 IN, Mobile : +91 9229344461  
Website : www.rungtainfotech.in, Email Id : rungtainfotechsystem@gmail.com

Ref No. RISPL/Admin/2023/022

To,

The Dean

Rungta College of Dental Sciences and Research(RCDSR)

Rungta Knowledge city,

Kohka - Kurud Road, Bhilai.

Subject: Authentication to use the software's viz **Academic planning and development- Enterprise Resource Planning (ERP)**; Regarding.

Sir,

Rungta InfoTech System Pvt. Ltd. (RISPL), Bhilai under the aegis of GDR Educational Society is an entity which develops software's and tools that fulfill educational purpose.

With reference to the letter received from GDR Educational Society (Ref No. GDRES/Admin/2023/ ), Rungta College of Dental Sciences and Research (RCDSR) Bhilai was authenticated to use the following software's since January 2023 developed by Rungta InfoTech System Pvt. Ltd. (RISPL);

- |    |   |
|----|---|
| 1. | Academic planning and development- Enterprise Resource Planning (ERP) |
|----|---|

Thanking You

Regards

Rungta InfoTech System Pvt. Ltd. (RISPL),

Bhilai



DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by R.T.D. Educational Society

Approved by All India Council for Technical Education

Ref No. RCDSR/Admin/2022-23/43/A

To

Smt. Rajani Rungta,

Vice Chairman,

GDR Educational Society

Durg

**Subject: Requirement of the Software's; Administration - Patient Management Software, Biometric attendance software for staff and students; regarding.**

Respected Madam,

Rungta College of Dental Sciences & Research (RCDSR), Bhilai is wishes to upgrade the academics and administrative portfolios through online mode. Hence for the ease of use requesting you to kindly provide us the software listed below;

1.	Patient Management Software
2.	Biometric attendance software for staff and students

Thanking You

Regards

Dr. Karthik Krishna M

Dean

Rungta College of Dental Sciences and Research

Bhilai **DEAN**

Rungta College of Dental Science & Research

Kohka-Kurus Road, Bhilai



# GDR EDUCATIONAL SOCIETY

Ref No. GDRES/Admin/2023/ 024 (A)

To,

Rungta InfoTech System Pvt. Ltd. (RISPL),

Rungta Knowledge city,

Kohka – Kurud Road, Bhilai.

Subject: Provide Authentication to use the software's **Academic planning and development- Enterprise Resource Planning (ERP)** to RCDSR.

Sir,

With reference to the application received. (Ref No. RCDSR/Admin/2023/4398-A) from Rungta College of Dental Sciences and Research (RCDSR), Bhilai , Rungta InfoTech System Pvt. Ltd. (RISPL);Bhilai is notify to provide the authentication to the listed software's.

- |    |   |
|----|---|
| 1. | Academic planning and development- Enterprise Resource Planning (ERP) |
|----|---|

Hence you are requested to kindly provide the same and contact to The Dean of Rungta College of Dental Science and Research (RCDSR) for further discussion and clarifications.

Thanking You

**Regards**

*Rajani Rungta*

**Smt. Rajani Rungta**

**Vice chairman**

**GDR Educational society, Durg**

Rungta Knowledge City,  
Kohka Road, Kurud, Bhilai - 490024 (C.G.)  
Phone : 0788-2286479, 6459564, 65  
Fax : 0788-2286481  
Website : www.rungta colleges.com  
E-mail : info@rungta colleges.com



*[Handwritten signature]*

**DEAN**  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



# RUNGTA INFOTECH SYSTEMS PRIVATE LIMITED

49/12, Nehru Nagar(East) Bhilai, (C.G.) 490020 IN, Mobile : +91-9229344451  
Website : www.rungtainfotech.in, Email Id : rungtainfotechsystem@gmail.com

Ref No. RISPL/Admin/2022 06

To,

The Dean

Rungta College of Dental Sciences and Research(RCDSR)

Rungta Knowledge city,

Kohka – Kurud Road, Bhilai.

**Subject: Authentication to use the software's viz Administration - Patient Management Software, Biometric attendance software for staff and students; regarding.**

Sir,

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1.	Patient Management Software
2.	Biometric attendance software for staff and students

Thanking You

Regards

Rungta InfoTech System Pvt. Ltd. (RISPL),

Bhilai



DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



Ref No. GDRI S Admin/2022/008(A)

To,

Rungta Info Tech System Pvt. Ltd. (RISPL),

Rungta Knowledge city,

Kohka Kurud Road, Bhilai.

Subject: Provide Authentication to use the software's **Administration - Patient Management Software, Biometric attendance software for staff and students** to RCDSR.

Sir,

With reference to the application received .(Ref No. RCDSR/Admin/2022/3843 - A) from Rungta College of Dental Sciences and Research (RCDSR), Bhilai , Rungta InfoTech System Pvt. Ltd. (RISPL);Bhilai is notify to provide the authentication to the listed software's.

1.	Patient Management Software
2.	Biometric attendance software for staff and students

Hence you are requested to kindly provide the same and contact to The Dean of Rungta College of Dental Science and Research (RCDSR) for further discussion and clarifications.

Thanking You

Regards

  
**Smt. Rajani Rungta**

Vice chairman

**GDR Educational society, Durg**



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

6.2.1 The Institutional has well defined organizational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed.

## INDEX

S.NO	DESCRIPTION	PAGE NUMBER
1	Certificate of the Head of the Institution	02
2	Institutional budget statement allocated for heads of E-governance implementation ERP document	04



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

**CERTIFICATE OF THE HEAD OF INSTITUTION**



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

Dr. KARTHIK KRISHNA M., M.D.S.,

DEAN

TO WHOMSOEVER IT MAY CONCERN

This is to certify that, our Institutional has Institutional budget statement allocated for heads of E- governance implementation ERP document.



DEAN

DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud Bahi (C.G.)





# **RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH**

Managed by : GDR Educational Society

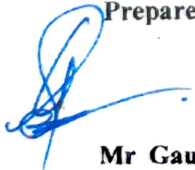
AN INITIATIVE BY SANJAY RUNGTA

## **INSTITUTIONAL BUDGET STATEMENT ALLOCATED FOR HEADS OF E- GOVERNANCE IMPLEMENTATION ERP DOCUMENT**

**INSTITUTIONAL BUDGET**

ACADEMIC YEAR 2017-18	
Expected Income	Amount
College Fees	8,60,00,000
Examination Fees	2,25,000
Alumni Fees	25,000
Transportation Fees	10,00,000
Hostel & Mess Fees	2,75,00,000
OPD Dept. Fees	44,00,000
<b>Total</b>	<b>11,91,50,000</b>
Expected Expenditure	Amount
Salaries & Wages	4,05,00,000
Building & Infrastructure	1,60,00,000
Library	19,00,000
<b>E- Governance</b>	<b>20,000</b>
Dental Material	1,20,00,000
Maintainance	1,50,00,000
Advertisement & Publicity	2,75,000
Printing & Stationary	4,75,000
Travelling & Conveyance	1,10,000
Miscellaneous	52,00,000
<b>Total</b>	<b>9,14,80,000</b>

Prepared By:

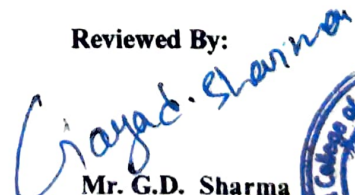


Mr Gaurav Sen  
Senior Accountant



Date: 24/03/2017  
Place: Bhilai

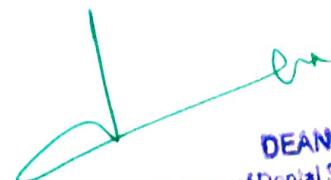
Reviewed By:



Mr. G.D. Sharma  
Account Manager



Date: 24/03/2017  
Place: Bhilai

**DEAN**  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)

## INSTITUTIONAL BUDGET

ACADEMIC YEAR 2018-19	
Expected Income	Amount
College Fees	9,90,00,000
Examination Fees	75,000
Alumni Fees	40,000
Transportation Fees	11,50,000
Hostel & Mess Fees	2,98,00,000
OPD Dept. Fees	42,00,000
<b>Total</b>	<b>13,42,65,000</b>
Expected Expenditure	Amount
Salaries & Wages	4,61,50,000
Building & Infrastructure	40,00,000
Library	18,00,000
<b>E- Governance</b>	<b>60,000</b>
Dental Material	1,05,00,000
Maintenance	1,25,00,000
Advertisement & Publicity	2,50,000
Printing & Stationary	4,25,000
Travelling & Conveyance	3,10,000
Miscellaneous	43,00,000
<b>Total</b>	<b>8,02,95,000</b>

Prepared By:

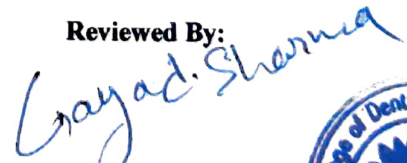


Mr Gaurav Sen  
Senior Accountant



Date: 27/03/2018  
Place: Bhilai

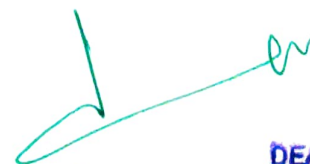
Reviewed By:



Mr G.D. Sharma  
Account Manager



Date: 27/03/2018  
Place: Bhilai

**DEAN**  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



## INSTITUTIONAL BUDGET

ACADEMIC YEAR 2019-20	
Expected Income	Amount
College Fees	9,25,00,000
Examination Fees	60,000
Alumni Fees	45,000
Transportation Fees	7,50,000
Hostel & Mess Fees	3,25,00,000
OPD Dept. Fees	45,00,000
<b>Total</b>	<b>13,03,55,000</b>
Expected Expenditure	Amount
Salaries & Wages	4,65,00,000
Building & Infrastructure	1,10,00,000
Library	21,00,000
<b>E- Governance</b>	<b>20,000</b>
Dental Material	1,10,00,000
Maintenance	1,60,00,000
Advertisement & Publicity	3,00,000
Printing & Stationary	6,00,000
Travelling & Conveyance	4,20,000
Miscellaneous	39,00,000
<b>Total</b>	<b>9,18,40,000</b>

Prepared By:



Mr Gaurav Sen  
Senior Accountant



Date: 29/03/2019  
Place: Bhilai

Reviewed By:



Mr. Manoj Singh  
Chief Accounting Officer



Date: 29/03/2019  
Place: BHILAI





DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)




**INSTITUTIONAL BUDGET**

ACADEMIC YEAR 2020-21	
Expected Income	Amount
College Fees	6,25,00,000
Examination Fees	10,000
Alumni Fees	65,000
Transportation Fees	4,50,000
Hostel & Mess Fees	2,90,00,000
OPD Dept. Fees	40,00,000
<b>Total</b>	<b>9,60,25,000</b>
Expected Expenditure	Amount
Salaries & Wages	3,85,00,000
Building & Infrastructure	2,75,00,000
Library	17,00,000
<b>E- Governance</b>	<b>20,000</b>
Dental Material	90,00,000
Maintenance	1,15,00,000
Advertisement & Publicity	10,00,000
Printing & Stationary	4,75,000
Travelling & Conveyance	1,50,000
Miscellaneous	46,00,000
<b>Total</b>	<b>9,44,45,000</b>

Prepared By:  
  
**Mr Gaurav Sen**  
Senior Accountant




Reviewed By:  
  
**Mr. Manoj Singh**  
Chief Accounting Officer



Date: 16/03/2020  
Place: Bhilai

Date: 16/03/2020  
Place: BHILAI



  
**DEAN**  
Rungta College of Dental Sciences & Research  
Kohka Road, Kurud, Bhilai (C.G.)

**INSTITUTIONAL BUDGET**

ACADEMIC YEAR 2021-22	
Expected Income	Amount
College Fees	12,25,00,000
Examination Fees	1,30,000
Alumni Fees	75,000
Transportation Fees	3,10,000
Hostel & Mess Fees	1,75,00,000
OPD Dept. Fees	55,00,000
<b>Total</b>	<b>14,60,15,000</b>
Expected Expenditure	Amount
Salaries & Wages	3,25,00,000
Building & Infrastructure	5,05,00,000
Library	20,00,000
<b>E- Governance</b>	<b>25,000</b>
Dental Material	1,15,00,000
Maintenance	1,75,00,000
Advertisement & Publicity	8,50,000
Printing & Stationary	11,00,000
Travelling & Conveyance	15,00,000
Miscellaneous	43,00,000
<b>Total</b>	<b>12,17,75,000</b>

Prepared By:

Mr Gaurav Sen  
Senior Accountant



Date: 24/03/2021  
Place: Bhilai

Reviewed By:

Mr. Manoj Singh  
Chief Accounting Officer



Date: 24/03/2021  
Place: BHILAI



*[Signature]*

DEAN

Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by GDR Educational Society

AN INITIATIVE BY SATEJAY RUNGTA

Ref No. RCDSR Admin 2023 / 1395 A

To,

Smt. Rajam Rungta,

Vice Chairman,

GDR Educational Society

Durg.

**Subject: Requirement of the Software's; Academic planning and development- Enterprise Resource Planning (ERP); regarding.**

Respected Madam,

Rungta College of Dental Sciences & Research (RCDSR), Bhilai wishes to upgrade the academics and administrative portfolios through online mode. Hence for the ease of use requesting you to kindly provide us the software listed below;

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Regards

Dr. Karthik Krishna M

Dean

Rungta College of Dental Sciences and Research

Bhilai

DEAN

Rungta College of Dental Science & Research  
Kohka-Kurud Road, Bhilai



Rungta Knowledge City,  
Kohka Road, Kurud, Bhilai - 490024 (C.G.)  
Phone : 0788-6660666

www.rungta.ac.in

DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



# RUNGTA INFOTECH SYSTEMS PRIVATE LIMITED

49/12, Nehru Nagar(East) Bhilai, (C.G.) 490020 IN, Mobile : +91 9229344461  
Website : www.rungtainfotech.in, Email Id : rungtainfotechsystem@gmail.com

Ref No. RISPL/Admin/2023/022

To,

The Dean

Rungta College of Dental Sciences and Research(RCDSR)

Rungta Knowledge city,

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Bhilai



DEAN  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)





# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by Rungta Educational Society



Ref No: RCDSR/Admin/2022-23/43/A

To

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Vice Chairman,

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**Subject: Requirement of the Software's; Administration - Patient Management Software, Biometric attendance software for staff and students; regarding.**

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Dean

Rungta College of Dental Sciences and Research

Bhilai **DEAN**

Rungta College of Dental Science & Research

Kohka-Kurus Road, Bhilai



# GDR EDUCATIONAL SOCIETY

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Rungta InfoTech System Pvt. Ltd. (RISPL),

Rungta Knowledge city,

Kohka – Kurud Road, Bhilai.

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*Rajani Rungta*

**Smt. Rajani Rungta**

**Vice chairman**

**GDR Educational society, Durg**

Rungta Knowledge City,  
Kohka Road, Kurud, Bhilai - 490024 (C.G.)  
Phone : 0788-2286479, 6459564, 65  
Fax : 0788-2286481  
Website : www.rungta colleges.com  
E-mail : info@rungta colleges.com



*[Handwritten signature]*

**DEAN**  
Rungta College of Dental Science & Research  
Kohka Road, Kurud, Bhilai (C.G.)



# RUNGTA INFOTECH SYSTEMS PRIVATE LIMITED

49/12, Nehru Nagar(East) Bhilai, (C.G.) 490020 IN, Mobile : +91-9229344451  
Website : www.rungtainfotech.in, Email Id : rungtainfotechsystem@gmail.com

Ref No. RISPL/Admin/2022 06

To,

The Dean

Rungta College of Dental Sciences and Research(RCDSR)

Rungta Knowledge city,

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Kohka Road, Kurud, Bhilai (C.G.)

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Thanking You

Regards

  
**Smt. Rajani Rungta**

Vice chairman

**GDR Educational society, Durg**





## **6.2.2 Implementation of e-governance in areas of operation**

### **1. Academic Planning and Development**

### **2. Administration**

### **3. Finance and Accounts**

### **4. Student Admission and Support**

### **5. Examination**

## **INDEX**

<b>S.NO</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
<b>1</b>	<b>Certificate of the Head of the Institution</b>	<b>02</b>
<b>2</b>	<b>ERP Manual</b>	<b>04</b>

**RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH, BHILAI**

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**CERTIFICATE OF THE HEAD OF INSTITUTION**

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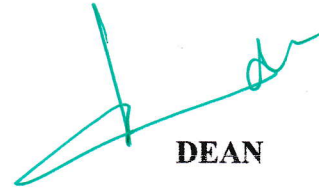
**Dr.Karthik Krishna M, M.D.S.,**  
**DEAN**

**TO WHOMSOEVER IT MAY CONCERN**

**This is to certify that, our Institutional has the Implementation of e-governance in areas of operations, such as:**

- 1. Academic Planning and Development**
- 2. Administration**
- 3. Finance and Accounts**
- 4. Student Admission and Support**
- 5. Examination**



  
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DENTAL SCIENCES & RESEARCH**  
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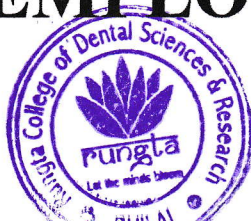
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# ERP MANUAL



**FOR USER**

**(EMPLOYEE/FACULTY/STAFF)**



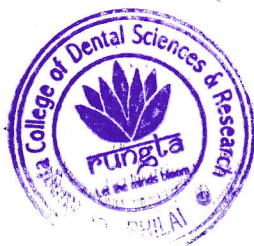
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- 1 – Overview/Introduction**
- 2 – Objectives**
- 3 – Login Module**
  - 3.1 – Student registration and login process**
  - 3.2 – User/faculty/staff registration and login process**
- 4 – Dashboard of ERP**
  - 4.1 – Highlights of Module Academia**
- 5 – Creating & uploading of Assessments**
  - (i) Create subject**
  - (ii) Faculty subject allocation**
  - (iii) Create unit**
  - (iv) Create topic**
  - (v) Faculty subject plan**
  - (vi) Assessment report**
  - (vii) Faculty/subject wise assessment report**
- 6 – How to download data (notes/assignments/lesson plan etc)**
- 7 – User/faculty/Staff Account**
  - a) User/faculty/Staff attendance details**
  - b) Profile details**



  
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## 1 - Overview/Introduction

SRGI College ERP system provides a simple interface for maintaining information of different students, departments, faculties, library and other information. All the colleges usually have a number of departments and educational modules such as courses, seminar hall, etc. Managing all these departments and other modules manually is a very difficult and hard, ineffective and expensive task. So here we propose an ERP system for college. Our college ERP system has all the information about the students, teachers, events, library, departments and other relevant information. The system allows the admin to add students, faculties and any other events. Our system allows a faculty to enter or input student's attendance into the database which can later be viewed by students and faculties. The students can view his/her attendance through a separate student login. The faculties can upload the time table, course syllabus, assignments, notes etc. The time table, course syllabus, assignments, notes etc is available to be viewed by faculties and students on the web portal. The system has easy user interface and have powerful data management system which makes this system is very useful & user friendly.

## 2 - OBJECTIVES

1. To provide an efficient and effective ERP for colleges.
2. To ensure the software meets the complete requirements aspects of the college.



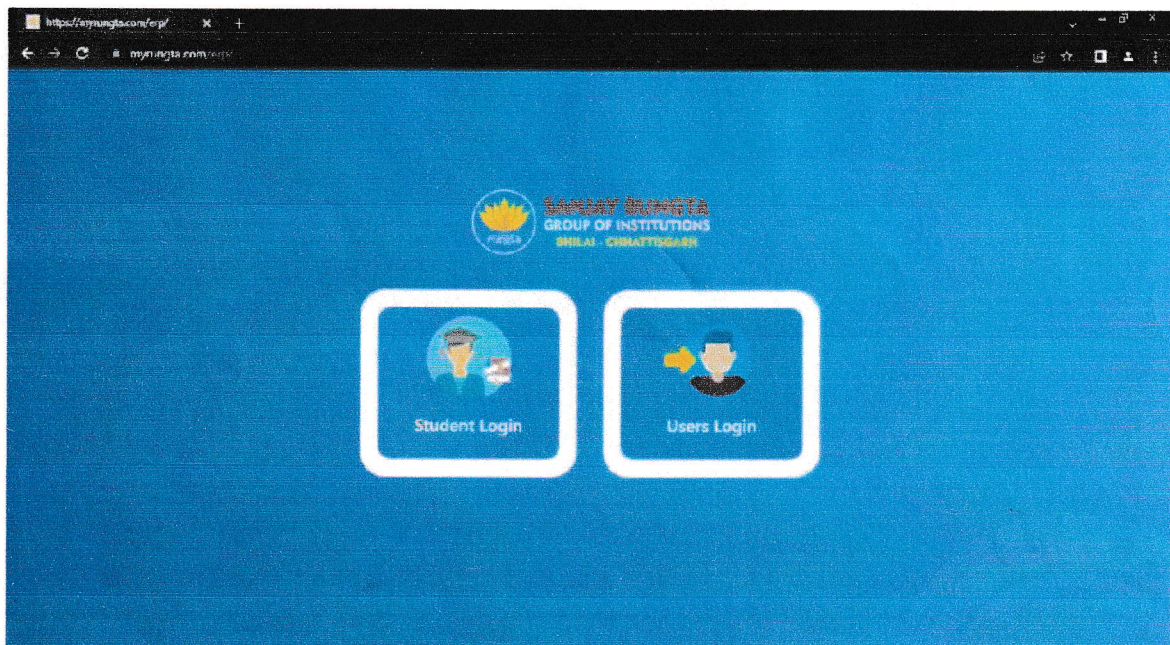
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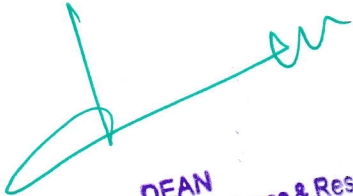
### 3 - Login Modules of ERP

1. **Student Login** – From the Student Login tab, any student can login with their User Id and Password and view the information regarding.
2. **User Login** - From the User Login tab, any user (It can be any faculty member or HOD) can login with their User Id and Password and view and update the information regarding.



## LOGIN INTERFACE



  
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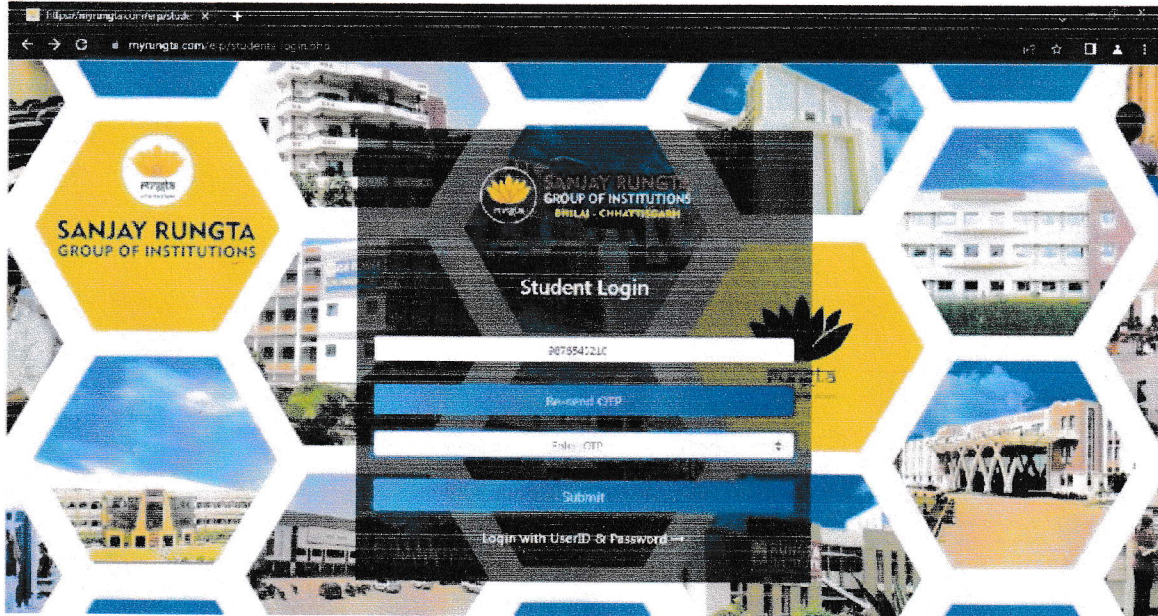


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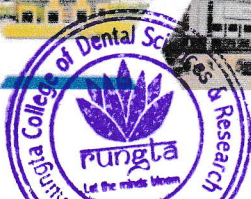
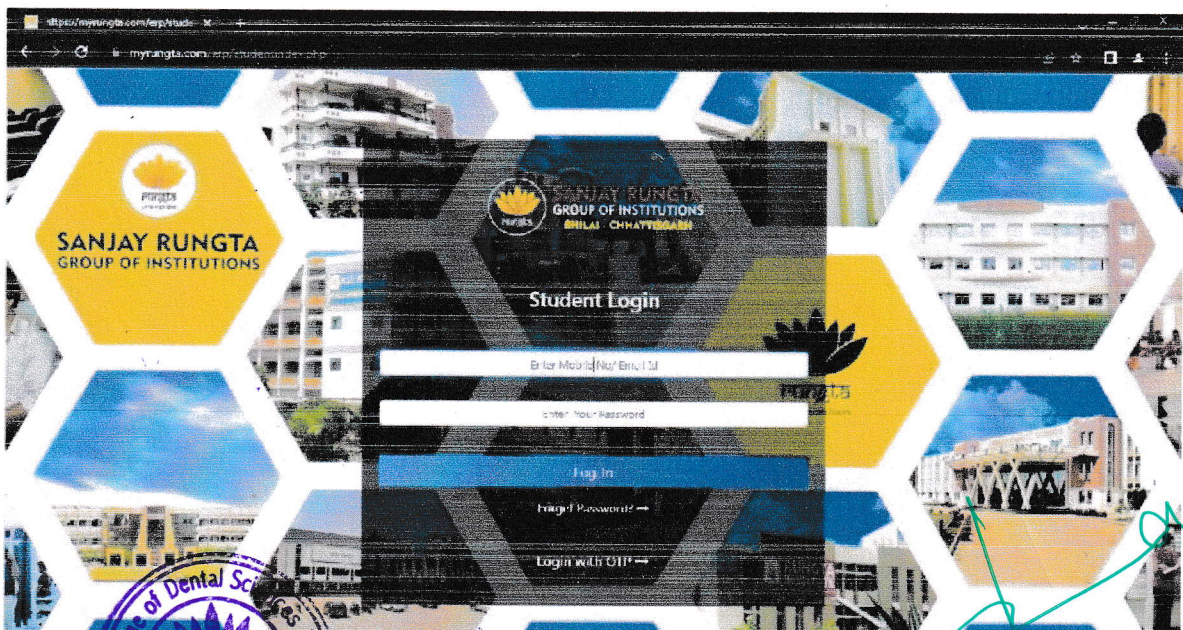
**Step 4** - After entering mobile number, when the student clicks on Next, he will get an OTP.



After entering the OTP, they can create a user id and password, which will enable them to login later.

Student has another option to login "Login with User-ID & Password."

**Step 5** - After creating the user-id & password, the student can login by clicking to the login with user id and password option.



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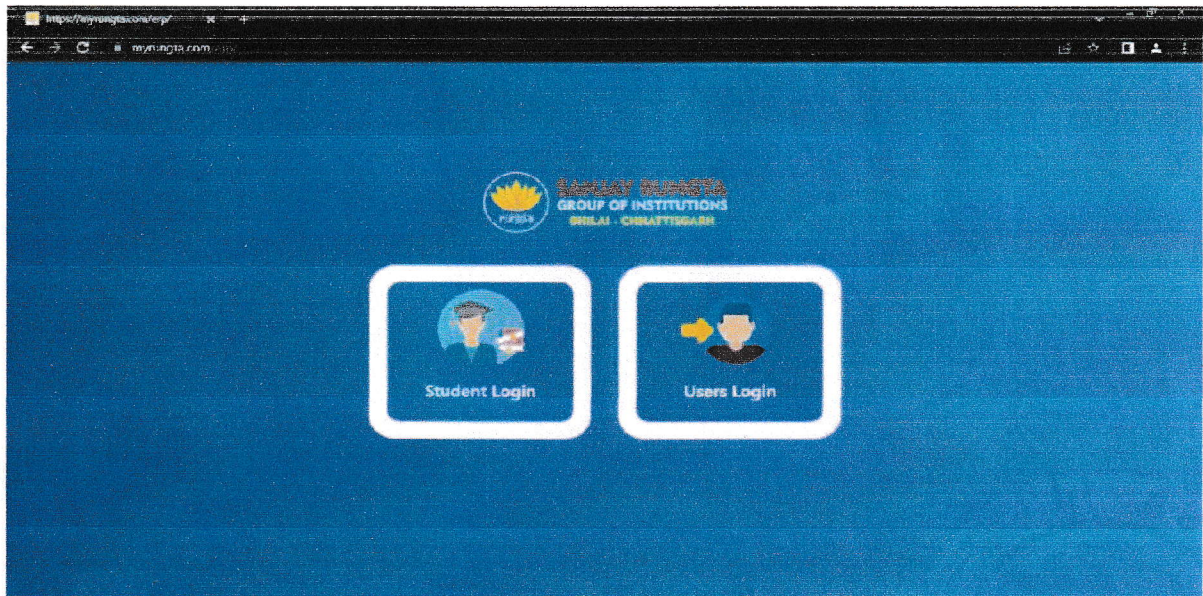
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## 3.2 – User/Faculty/Staff Registration and Login Process

To-do User Login Tab :- (Same as student login steps)

**Step 1** - First of all, any user/faculty/staff has to go to the website to open the ERP, for this, enter the URL ([www.myrungta.com/erp](http://www.myrungta.com/erp)) on the URL bar of any web browser.

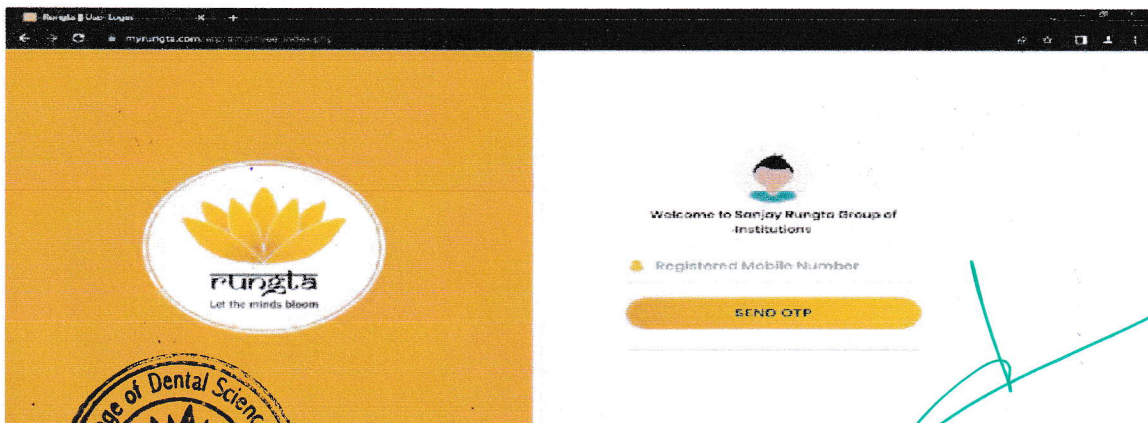
After entering the URL, the home page of ERP opens.



**Step 2** - Now user has to click on user login tab. After that user login page opens by clicking on user login.

Now any user (It can be any faculty or HOD of any department) will enter their mobile number from which they wants to register.

**Step 3** - After entering mobile number, when the user clicks on Next, he will get an OTP.



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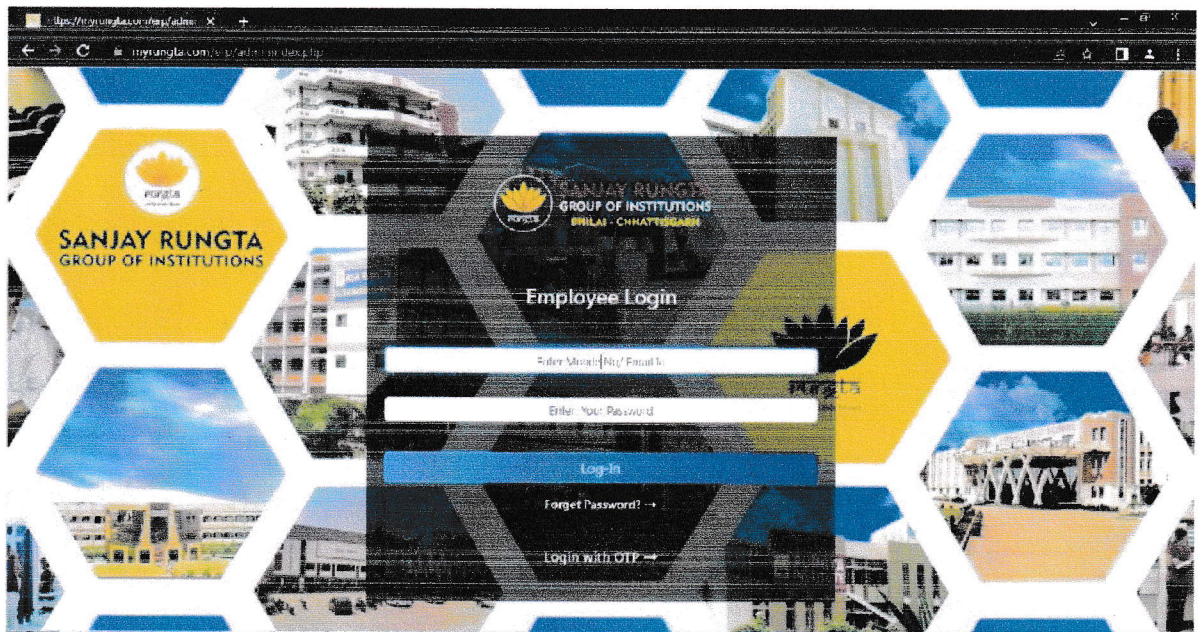
# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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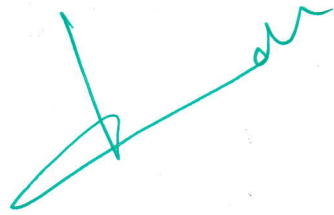
**Step 4** - After entering the OTP, they can create a user id and password, which will enable them to login later.

After creating the user-id & password, the user can login by clicking to the login with user id and password option.



On login by entering the user-id & password, the user will reach to the dashboard page.



  
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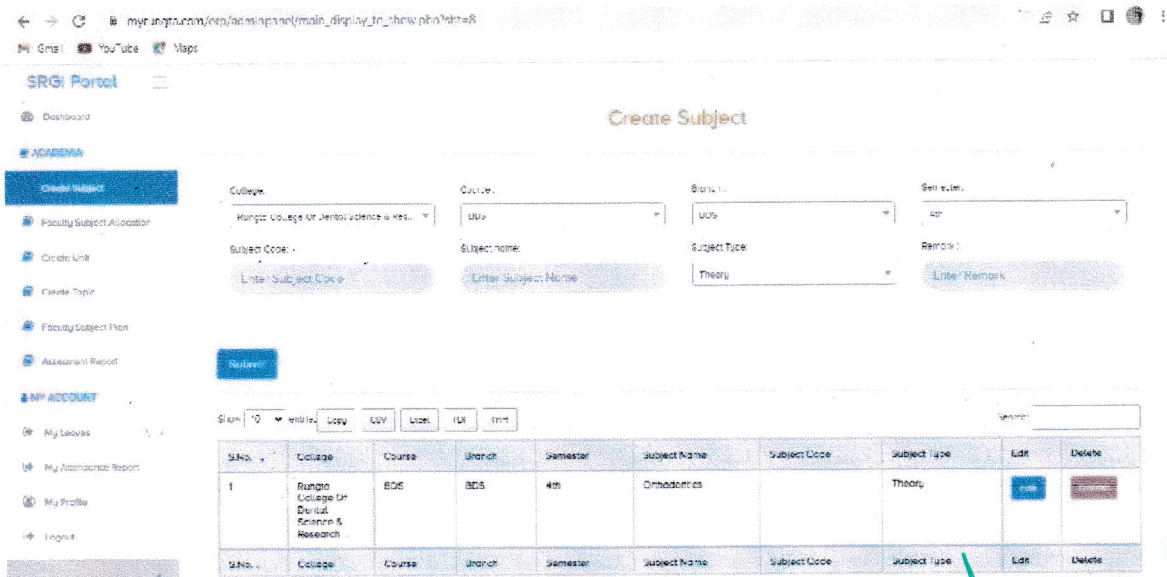


## 4 – Dashboard of ERP

### 4.1 – Highlights of Module Academia



The interface of Academia Tab has 2 sections one is sidebar and other one is main content area.



There are many options related to academia and user account in the side bar and Main content area shows related content from that option.



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## 5 - Creating & uploading of Assessments

### (i) "Create Subject"

S.No.	College	Course	Branch	Semester	Subject Name	Subject Code	Subject Type	Edit	Delete
1	Rungta College Of Dental Science & Research	BDS	BDS	4th	Orthodontics		Theory	<a href="#">Edit</a>	<a href="#">Delete</a>

Here any faculty can create subject for concerned semester related to any program.

First to create subject they need to select –

College, then course, branch, semester, subject code, subject name, subject type (either theory or practical), and give some remark.

When the faculty creates the subject and clicks on submit, then that subject will be shown in tabular form.

S.No.	College	Course	Branch	Semester	Subject Name	Subject Code	Subject Type	Edit	Delete
1	Rungta College Of Dental Science & Research	BDS	BDS	4th	Orthodontics		Theory	<a href="#">Edit</a>	<a href="#">Delete</a>

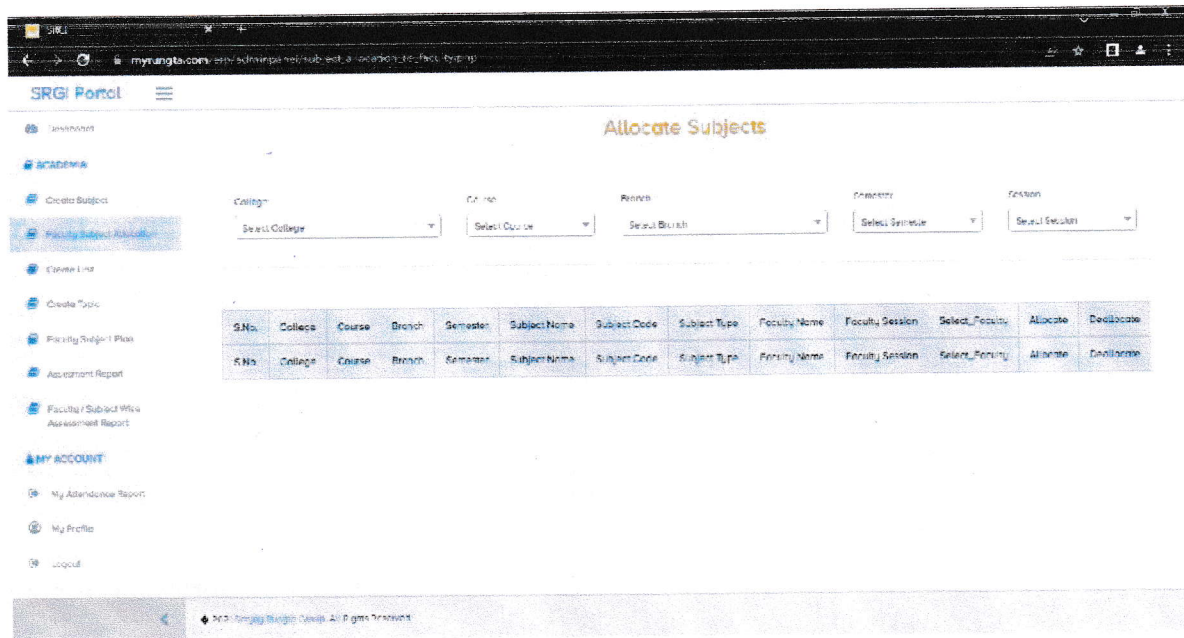
After the subject is created in the tabular form, the faculty also has the option to edit and delete it





## (ii) "Faculty Subject Allocation"

In academia, this option is available to the HOD's, so that they can allot related subjects of the concerned semester to the faculty members of their department.

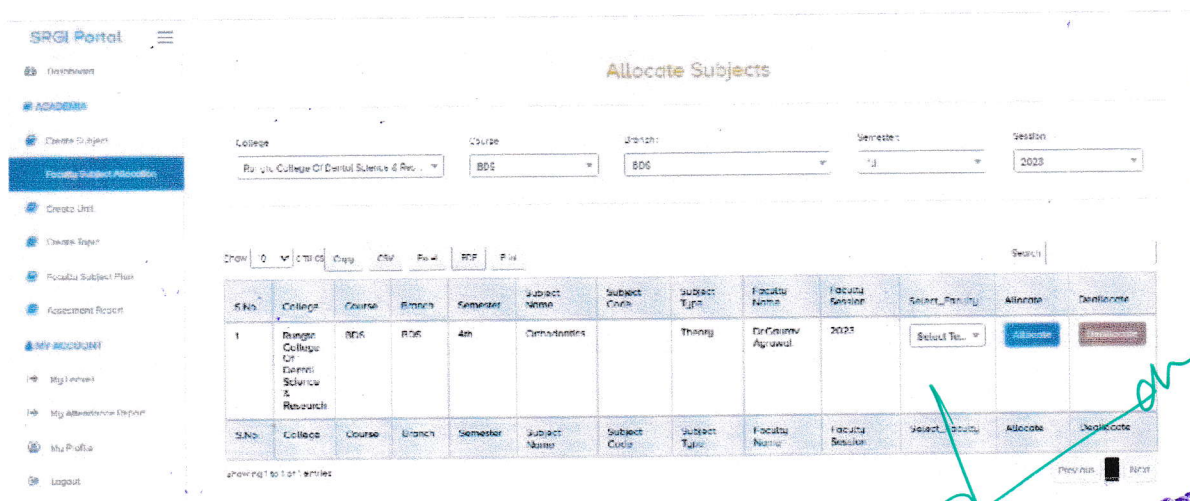


Here any HOD can allocate subject to faculty for concerned semester related to any program.

**First to allocate subject to any faculty, they need to select –**

College, then course, branch, semester, session.

When the HOD allocate the subject to any faculty and clicks on submit, then that faculty and allocated subject will be shown in tabular form.



Students can see the allotted faculty and subject on their interface.



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### (iii) "Create Unit"

Here the faculty can create a unit related to the syllabus of any subject that they are teaching in the class.

To create a unit they need to select –

Select the subject, then unit number, then the unit name and remark and submit it.

The screenshot shows the 'Subject Unit Plan' page in the SRGI Portal. On the left is a navigation menu with options like 'Dashboard', 'ACADEMIA', 'Create Subject', 'Faculty Subject Allocation', 'Create Unit', 'Create Topic', 'Faculty Subject Plan', 'Assessment Report', 'MY ACCOUNT', 'My Leaves', 'My Attendance Report', 'My Profile', and 'Logout'. The 'Create Unit' option is highlighted. The main content area has a form with the following fields: 'Select Subject' (dropdown menu with 'Orthodontics' selected), 'Unit Number' (input field with '1'), 'Unit Name' (input field with 'orthodontics'), and 'Remark' (input field with 'orthodontics'). A 'Submit' button is located below the form. Below the form is a table with the following columns: 'Sl No', 'College Name', 'Course Name', 'Branch Name', 'Semester Name', 'Subject Name', 'Unit Number', 'Unit Name', 'Remark', 'Action', and 'Update'. The table contains one row of data: '1', 'Rungta College Of Dental Sciences & Research', 'BDS', 'BDS', '4th', 'Orthodontics', '1', 'orthodontics', and empty 'Remark', 'Action', and 'Update' cells. Below the table, it says 'Showing 1 of 1 records'. There are 'Previous' and 'Next' buttons at the bottom right of the table area.

When the faculty selects the unit and clicks on submit, the unit will be created in tabular format and faculty also have the option to edit and delete the created units at any time.



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### (iv) "Create Topic"

Here the faculty can create a topic related to the syllabus of any subject that they are teaching in the class.

To create a topic they need to select –

Select the subject, then unit name, then the topic name and remark and submit it.

**Subject Unit Topic Plan**

Select Subject: Dentistry | Unit Name: oral anatomy | Topic Name: Enter Topic Name | Remark: Enter remark

S.No	College Name	Course Name	Branch Name	Semester Name	Subject Name	Unit Name	Topic Name	Remark	Action	Update
1	Rungta College Of Dental science & Research	BDS	BDS	1st	Dentistry	oral anatomy	Lungs & Airways		<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

Showing 1 to 1 of 1 record

When the faculty selects the topic and clicks on submit, the topic will be created in tabular format and faculty also have the option to edit and delete the created topics at any time.



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## (v) “Faculty Subject Plan”

In this the faculty can create a teaching plan regarding for concerned subject.

**To create subject plan they need to select –**

Select session, and then select subject, then the unit name, topic and unit planning date.

S. No.	Subject Name	Unit Name	Topic Name	Planning Date	Add Execution Date	Execution Date	Provide Notes	Provided Notes	Provided Notes Date	Assignment Questions
1	Orthodontics -> RCDSR+ BDS+...	Orthodontics	Laminar flow & Amalgam	2023-01-04	Execution Date	2023-01-04	Provide Notes	<a href="#">View Provided Notes</a>	26-04-2023 05:24 pm	<a href="#">View Questions</a>

When the faculty selects and submits all the options, the teaching plan is created in tabular format.

**Here faculties have some options like -**

- If that topic is not covered on the planned date, then here the faculty also has the option to mention the execution date.
- From here faculty can also provide notes related to that unit plan.
- Faculty also has the option to provide assignments related to that unit.
- Faculty can also edit and delete the subject teaching plan at any time.



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### (vi) "Assessment Report"

SRGI Portal

Assesment Page

Dashboard

ACADEMICS

- Create Subject
- Faculty Subject Allocation
- Create Link
- Create Topic
- Faculty Subject Plan
- Assessment Report**

MY ACCOUNT

- My Leaves
- My Attendance Report
- My Profile
- Logout

Subject Selection For Faculty

Orthodontics

Show TO entries View CSV Print PDF Print

S.No.	Student Name	Subject Name	Total Questions	Total Obtained	View
No data available in table					
S.No.	Student Name	Subject Name	Total Questions	Total Obtained	View

Showing 0 to 0 of 0 entries

Previous Next

From here faculty can see the report of given assignment, can also edit and delete it.



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## 6 – How to download Assessment reports/Notes/Assignments etc

Any type of report can also be downloaded from here

There are many options available to download the report

The screenshot shows the SRGI Portal interface. On the left is a navigation menu with options like 'Development', 'ACADEMY', 'Create Subject', 'Faculty Subject Allocation', 'Create U-Id', 'Create Topic', 'Faculty Subject Plan', 'Assessment Report', 'MY ACCOUNT', 'My Leaves', 'My Attendance Report', 'My Profile', and 'Logout'. The main area contains a search form with fields for College, Course, Branch, Semester, Subject Code, Subject Name, Subject Type, and Is Active. Below the form is a 'Submit' button. Underneath is a toolbar with options: Show (10), Filter, Copy, CSV, Print, PDF, and Print. A table displays the results with columns: S.No, College, Course, Branch, Semester, Subject Name, Subject Code, Subject Type, Is Active, Edit, and Delete. The first row shows 'Rungta College of Dental Sciences & Research', 'BDS', 'BDS', '4th', 'Orthodontics', and 'Theory'. Arrows point from the 'Copy', 'CSV', and 'PDF' buttons in the toolbar to the table.

We can download any report in CSV, EXCEL and PDF format. Apart from this, we also have the option to copy and print the data.

If we want to print any data directly from dashboard then we can do that as well.



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## 7 - In the dashboard here we have profile related option -

### (a) "My attendance Report"

With this option any faculty can see their attendance report date wise.

Employee Name	College	Department	Designation	Working Hours	Total Late Coming	Total Early Going	Coming after the permissible time	2023-04-01		2023-04-02			
								In (2023-04-01)	Out (2023-04-01)	In (2023-04-02)	Out (2023-04-02)		
Dr.Gourav Agrawal	Rungta College Of Dental Sciences & Research	Oral Surgery	Senior Lecturer		007	000	1		16:17:34	7:23:46	P		

### (b) "My Profile"

From here any faculty can view and edit their profile/personal details/academic details/account details.

**Dr. Gourav Agrawal**  
College - Rungta College Of Dental Science & Research  
Department - Oral Surgery  
Designation - Senior Lecturer  
Mobile No. - 9885238579

**Form Fields:**  
Full Name: Dr. Gourav Agrawal  
Contact Number: 9885238579  
Gender: Male  
Employee Address: SHATOKHA TAKES ROAD MOTI TALUKA DURG  
Employee Pan No.: BCO07A5003D  
Date of Birth: 08-06-1990  
Issuing Date: 10-06-2018  
Employee PAN Code: 431001  
Employee Aadhar No.: 354820107668  
Password: [Hidden]

At last, Log out option is provided in the sidebar of the dashboard, faculty can log out anytime and login back later if required.





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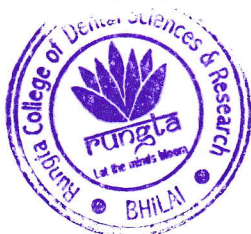
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## PATIENT SOFTWARE MANUAL



### FOR USER



  
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## INDEX

**1 – Overview/Introduction**

**2 – Objectives**

**3 – Login Module**

**– User/faculty/staff login process and uses**



  
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# RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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## 1- Overview/Introduction

SRGI College ERP system provides a simple interface for maintaining information of Patients' appointment, transaction, follow up details, bill payments, other information. The college have a number of specialized departments and each department deals with the treatment, follow-up and transactions of all the patients. Managing all these departments and their patients manually is a very difficult, hard, ineffective and expensive task. So here we propose a patient management software for our college created by Rungta Infotech an aegis under SRGI.

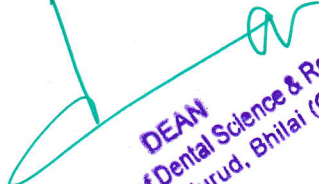
Our college patient management software system has all the information about the patients, their appointment follow-up payment details etc. and other relevant information. The system allows the admin to view all the above mentioned information about patients.

Our system allows a staff to enter or input patients' all the information into the Data-base which can later be viewed by administration. The system has easy user interface and have powerful data management system which makes this system is very useful & user friendly.

## 2 - OBJECTIVES

1. To provide an efficient and effective ERP and patient management software for our college.
2. To ensure the software meets the complete requirements aspects of the college.



  
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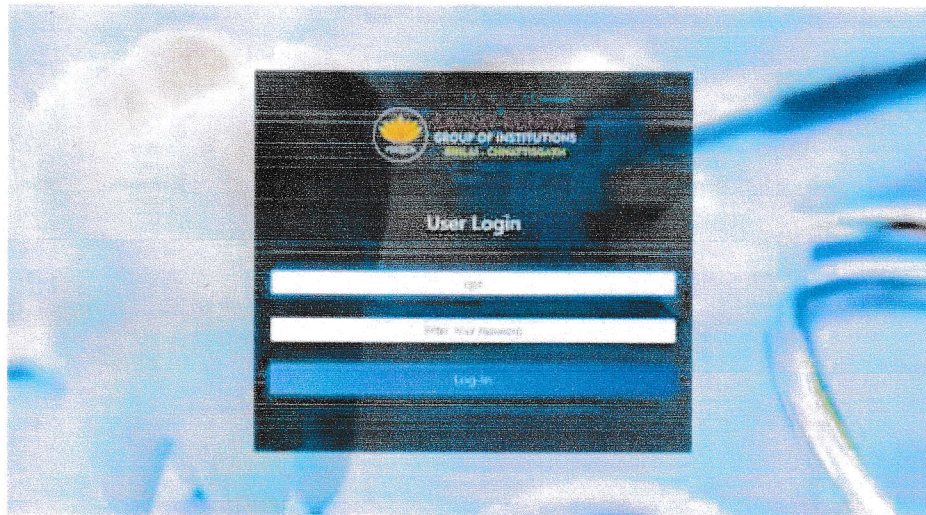
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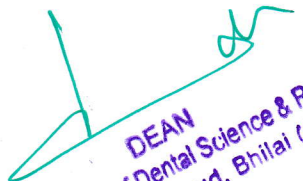
## 3 - Login Modules and uses of Patient management software:

### LOGIN INTERFACE



**User Login** - From the User Login tab, any user (It can be any faculty/staff member or HOD) can login with the User Id and Password and view and update the information regarding.



  
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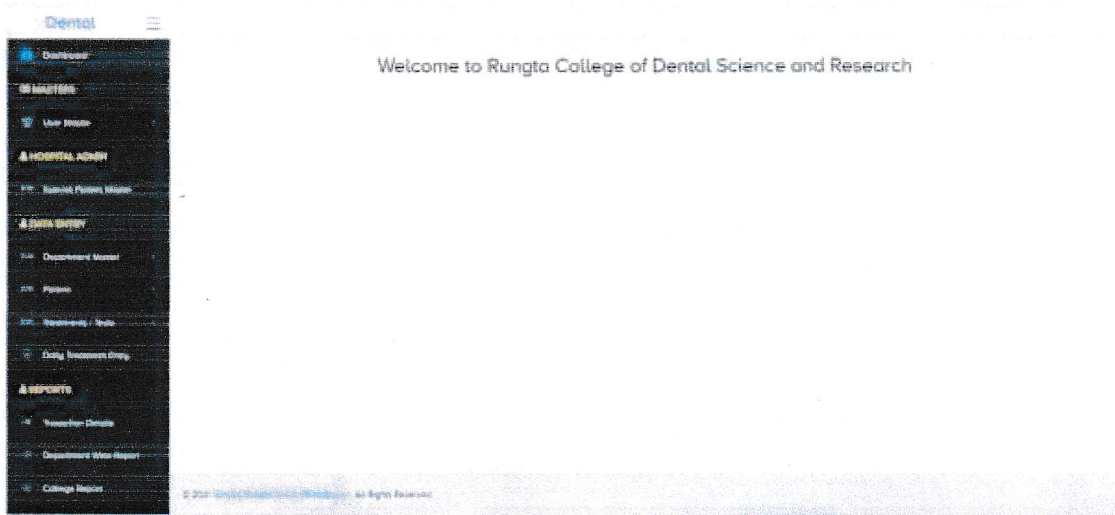


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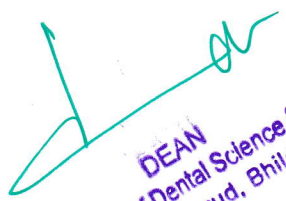
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## HOME PAGE



After login, homepage of patient software appears, user can select the tabs as per the requirement.



  
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## Dashboard of Patient management software

### Tab-Hospital Admin

#### Sub tab: Special patient management

- This tab is to manage patients who have special considerations regarding the treatment cost (special discount), appointment, or
- User can check the details such as appointment, payments etc of special patients from this tab

S.No	Patient Name	Mobile No.	QR Code	Patient Photo	Category
1	Mehak	922884475			CAMP PATIENT
2	Varun Rungta	766700846			Cancellation by chairman
3	Ashwini Patel	722290772			CAMP PATIENT



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## Dashboard of Patient management software

Tab- Data Entry

Sub tab: Department master

Sub tab: Department

The screenshot shows a web application interface for 'Department Master'. On the left is a dark sidebar with navigation options like 'Dashboard', 'User Master', 'Department Master', 'Patient Master', 'Treatment Master', and 'Reports'. The main area displays a table with columns for 'S.No', 'Department', and 'Action'. The table contains 10 rows of department data.

S.No	Department	Action
1	Periodontics & Crown and Bridge	15/08/2021 11:28 am
2	Periodontics	15/08/2021 11:35 am
3	Orthodontics	15/08/2021 11:37 am
4	Oral Medicine & Pathology	15/08/2021 11:37 am
5	Oral Surgery	15/08/2021 11:37 am
6	Conservative & Endodontics	16/08/2021 11:58 am
7	Periapical	25/08/2021 12:33 pm
8	Maxillofacial Surgery	25/08/2021 02:16 pm
9	Public Health Dentistry	28/08/2021 09:23 am
10	Oral Pathology	28/08/2021 02:27 am

This page shows all the department name



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## Dashboard of Patient management software

Tab- Data Entry

Sub tab: Department master

Sub tab: Doctors' Name

S.No	Doctor Name	Mobile No	Qualification	Designation	PG Course	Action
1	Dr. Shivshankar Jadhav	WhatsApp No:	M.D.S	Lecturer	Dental	[Edit] [Delete]
2	Dr. N. Rajagopal	9249322027 WhatsApp No:	M.D.S	Lecturer	Dental	[Edit] [Delete]
3	Dr. Soma Datta	9512380598 WhatsApp No:9952860098	M.D.S	Reader	Dental	[Edit] [Delete]
4	Dr. Neelam	9842771117 WhatsApp No:9842771117	M.D.S	Lecturer	Dental	[Edit] [Delete]
5	Dr. Smita	WhatsApp No:	M.D.S	Lecturer	Dental	[Edit] [Delete]
6	Dr. Anandkumar Jadhav	9512380598 WhatsApp No:9512380598	M.D.S	Lecturer	Dental	[Edit] [Delete]

This page shows the doctors' name, qualification and their designation from all the department



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## Dashboard of Patient management software

Tab- Data Entry

Sub tab: Patient

Sub tab: Patient registration

The screenshot displays the 'Patient Registration' interface. On the left is a dark sidebar menu with options like 'Dashboard', 'User Master', 'Patient Registration', etc. The main area shows a table with columns: S.No, Patient Name, Mobile No., Registration No., QR Code, Registration Amount, Payment Mode, Registered On, Category, Trans ID, and Update. Two rows of data are visible, each with a QR code and a 'Registration' button below it.

S.No	Patient Name	Mobile No.	Registration No.	QR Code	Registration Amount	Payment Mode	Registered On	Category	Trans ID	Update
1	Praveen	920008125	8-6307		50	online	2020-04-25	Regular Patient	126183 123500045	<a href="#">Update</a>
2	Ajith Parvath	9782278245	8-6282		50	online	2020-04-25	Regular Patient	139256 1275492000	<a href="#">Update</a>

- This page shows the registration of new and old patients.
- User can check the status of the patient using this tab
- Also user can register new patients in this tab



  
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## Dashboard of Patient management software

Tab- Data Entry


Sub tab: Treatment/ Test master

Sub tab: Treatment Charges

S.No	Department	Treatment Type	Treatment Charges	Days of Usage	Max Hour of Duration	Action
1	Oral Pathology	BIOPSY	250	1	1	[Edit]
2	Oral Pathology	FN	30	1	1	[Edit]
3	Public Health Dentistry	Periofit	1000	5	30	[Edit]
4	Public Health Dentistry	ULTRASONIC SCALING	500	1	1	[Edit]
5	Public Health Dentistry	RCT Preparation	1000	5	30	[Edit]
6	Public Health Dentistry	FLUORIDE	500	1	1	[Edit]
7	Public Health Dentistry	SRP on the TOOTH	30	1	1	[Edit]
8	Public Health Dentistry	Tooth Preparation (Crown)	2000	5	30	[Edit]

➤ This page help users to know all the treatment charges.



  
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## Dashboard of Patient management software

Tab- Data Entry

Sub tab: Treatment/ Test master

Sub tab: Test Charges

The screenshot shows the 'Test Master' interface with a table of test charges. The table has columns for S.No, Test Type, Test Name, Test Charges, and Action. The data is as follows:

S.No	Test Type	Test Name	Test Charges	Action
1	One Time Payment	DPE WITH PLV	200	[Edit] [Delete]
2	One Time Payment	COMPLETE BLOOD PICTURE(CBI)	200	[Edit] [Delete]
3	One Time Payment	Hb	90	[Edit] [Delete]
4	One Time Payment	H/C	90	[Edit] [Delete]
5	One Time Payment	S/C	90	[Edit] [Delete]
6	One Time Payment	RBC COUNT	90	[Edit] [Delete]
7	One Time Payment	PLATELET COUNT	90	[Edit] [Delete]
8	One Time Payment	ESR	90	[Edit] [Delete]
9	One Time Payment	PLR	90	[Edit] [Delete]

This page help users to know all the test charges



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## Dashboard of Patient management software

Tab- Data Entry

Sub tab: Daily Treatment Entry

The screenshot displays the 'Daily Treatment Entry' page in a web application. It features a sidebar menu on the left with options like Dashboard, Patients, User Roles, Hospital Admin, and Reports. The main content area has a title 'Daily Treatment Entry' and a table with the following columns: S.No, Department, Doctor Name, Patient Mobile No, Payment Ch, Fee Suggested, Treatment Suggested, Received Amt, Received Amt, Payment Done By, Receipt No, Remark, Current Status, and Act. Two entries are visible in the table.

S.No	Department	Doctor Name	Patient Mobile No	Payment Ch	Fee Suggested	Treatment Suggested	Received Amt	Received Amt	Payment Done By	Receipt No	Remark	Current Status	Act
1	Oral Medicine & Radiology	Dr. Sujendra Kumar Patel	9822349098-9241	28-04-2023	100		100	100	Dash	134062		Completed	
2	Conservative & Endodontics	Dr. Harshita Patel	9822349098-9241	28-04-2023		Composite Filling Direct	900	900	Dash	134062			

- This page shows daily treatment entry of the patients coming to the institution.
- This also shows the treatment suggested to the patient, treating doctor name and payment done by the patient.



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## Dashboard of Patient management software

Tab- Reports

Sub tab: Transaction Details

Transaction Details

From Date: 01/04/2023 To Date: 30/04/2023

Total Collection: 27500

S.No	Department	Doctor Name	Patient Mobile No.	Visited On	Fee Suggested	Treatment Suggested	Received Amt.	Balance Amt.	Payment Date By	Receipt No.	Remarks	To
1	Oral Medicine & Pathology	Dr. Jayashree Patil	98221 2010 9002348008 02/04/2023 1500.00	25/04/2023	1500		1500	1500	Cash	0241808		
2	Conservative & Endodontics	Dr. Pradyumn Chavhan	98221 2010 9002348008 04/04/2023 1500.00	29/04/2023		Composite Filling Done	1500	1500	Cash	0241807		
3	Oral Medicine	Dr. Jayashree Patil	98221 2010 9002348008	28/04/2023	500		500	500	Cash	0241806		

This page shows the total transaction details of the patient collected by the different departments with the treating doctor name.



  
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## Dashboard of Patient management software

### Tab- Reports

Sub tab: Department and doctor wise collection report

S.No	Department	Doctor Name	Patient Mobile No	Registration Amount	Payment On	Test Suggested Date	Treatment Suggested Date	Receivable Amount	Received Amount	Payment Date By	Return
1	Orthodontics	Dr. Harish Malhotra	9782955649	0	30-09-2022		Orthodontics Treatment (ortho treatment orthodontics treatment orthodontics treatment orthodontics treatment)	800	800	Cash	
2	Orthodontics	Dr. Harish Malhotra	9782955649	0	30-09-2022		Orthodontics Treatment (ortho treatment orthodontics treatment orthodontics treatment)	800	800	Cash	
3	Orthodontics	Dr. Gauri Agrawal	9876543210	0	30-09-2022		Orthodontics Treatment (ortho treatment orthodontics treatment orthodontics treatment)	1000	1000	Cash	
4	Orthodontics	Dr. Gauri Agrawal	9876543210	0	30-09-2022		Orthodontics Treatment (ortho treatment orthodontics treatment orthodontics treatment)	1000	1000	Cash	

This page shows the individual transaction details of the patient collected by the different departments with the treating doctor name



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## Dashboard of Patient management software

Tab- Reports

Sub tab: Department report

S.No	Doctor	Doctor ID	Total Patients Visited	Total Amount Received	Case Completed	Ongoing Cases	Missed Cases
1	Dr. Shilpa K. Pandey Endodontics & Crown and Bridge	Doctor (M.D.S.)	1	300	1	0	0
2	Dr. Gourav Agrawal Orthodontics	Doctor (M.D.S.)	1	1500	1	0	0
3	Dr. Sarika Bhatia Periodontics	Doctor (M.D.S.)	1	300	1	0	0
4	Dr. Rajiv Ramesh Khanna Oral Medicine & Radiology	Doctor (M.D.S.)	1	1500	1	0	0
5	Dr. Deepak	Doctor (M.D.S.)	0	0	0	0	0



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## Dashboard of Patient management software

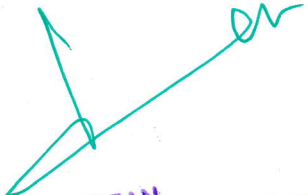
### Tab- Reports

#### Sub tab: Follow-up Report

Sr.No	Department	Specialist	Patient Name	Planned Dt	Est. Rate	Treatment Date	Remaining Amount	Received Amount	Payment Done %	Followup Date	Remark
1	Orthodontics	Dr. Pragna Manoj	Mamanshu Shukla 1330182008	2025-09-02		Orthodontics Treatment	0	0		2025-09-02 Followup Date	
2	Orthodontics	Dr. Kamalika Prashant Bhatnagar	Prisha 0644749206	2025-09-18		Orthodontics Treatment	0	0		2025-09-18 Followup Date	
3	Orthodontics	Dr. Kamalika Prashant Bhatnagar	Shreyanshu 0729540201	2025-09-18		Orthodontics Treatment	0	0		2025-09-18 Followup Date	

- This will show the patients' follow-up
- User can click on the selected patient name and check for their appointment



  
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# TallyExplorer

## USER MANUAL

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A handwritten signature in blue ink, consisting of a stylized 'V' shape followed by a long horizontal line that curves upwards at the end.

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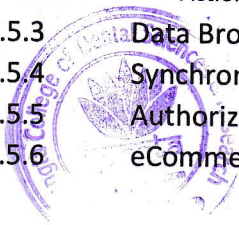


  
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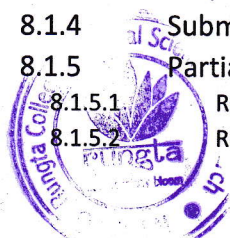


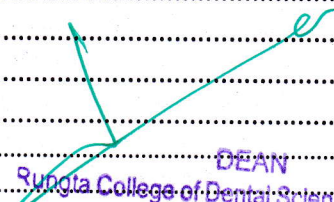
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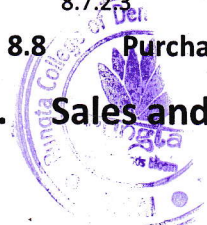


  
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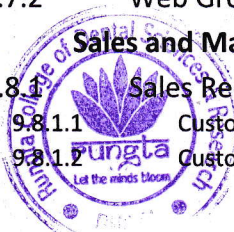
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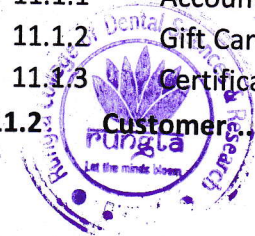
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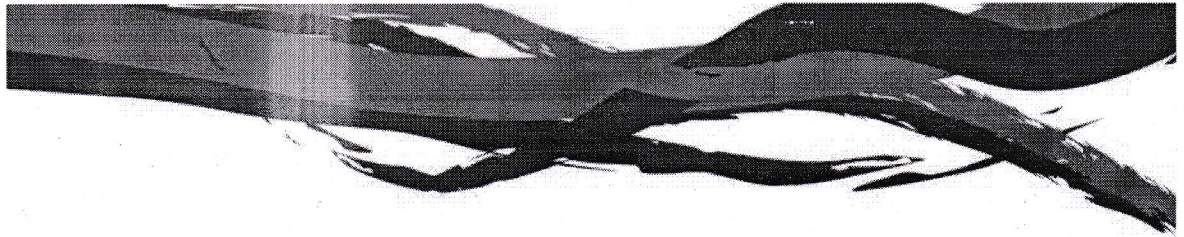
# Introduction



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## 1 Introduction



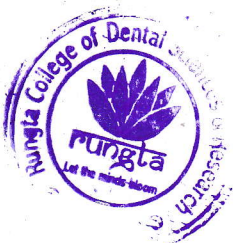
Art...you don't have to look in an old museum or uptown studio to find it. Art can emerge from everyday situations...from ordinary people with a passion for what they do.

Helping retail businesses maximize their point-of-sale capabilities is our form of art. TallyExplorer enables retailers to harness the information generated at the point-of-sale and use it in business-critical applications such as inventory management, marketing, sales, financial reporting and customer relationship management.

TallyExplorer delivers:

- Complete processing of all types of sale and non-sale transactions...everything from credit card processing and layaway, to special orders and customer quotes.
- Inventory management for efficient ordering and tracking of products in one store location, or between many locations; even tracking serial numbers for warranty, product recalls and licensing.
- Automation of a wide variety of financial and sales reporting tasks, with more than 535 ready-made report templates.
- Workforce administration, included scheduling, time sheet and commission tracking, and sales analysis.
- Gift, merchandise credit and membership card programs for customer convenience and building customer loyalty.
- Customer relationship management capabilities that analyze what customers are buying, and when, helping to build targeted lists for marketing campaigns.

Like a work of art, business is oftentimes subjective - the same process that works well for one retailer may not be right for your business. TallyExplorer is easily configured to meet a wide variety of business requirements. This manual will help to provide a canvas for beginning your back office 'work of art'.



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## 1.1 Purpose

This manual provides written documentation to assist users in maximizing their experience with TallyExplorer. It is recommended that the Quick Reference Guide, Getting Started and Navigation chapters be reviewed before using TallyExplorer for the first time. By reviewing these chapters, the user will be armed with the basic knowledge required to navigate through the TallyExplorer Management System. The balance of the manual is divided into seven separate chapters, representing the main functions of TallyExplorer, followed by an appendix that includes additional supporting information.

Incorporated into this manual are numerous screen shots that correspond with the windows and icons found within TallyExplorer. Consult this manual when in doubt about a certain button or to answer questions about the next steps on a particular screen. Because there are several highly customizable facets within TallyExplorer designed to make the software unique from the multi-store level down to the individual user level, it is possible that some of the screen shots located in this manual may be different or slightly different from what you see on your monitor. There is no need for alarm as the tasks and/or instructions remain the same.

Look for these icons throughout the manual for additional help on functions, tips and examples:



**Example** *An example about performing a certain task*



**Note** *Important note about a procedure*



**Task** *Denotes the beginning of task instruction*



**Tip** *Special tips regarding shortcuts, alternative methods, etc.*



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