

Student Information and Accounting Systems (SIAS Desktop 3.x)

PLATFORM IMPLEMENTATION

1. Server operating system: **Windows 2012 Server**
2. Workstation operating system: **Windows 7 or higher**
3. Database server: **MariaDB 10.1 or higher**
4. No. of concurrent connections to database server: **No Limit**
5. No. of workstations that can be connected to server: **No Limit**
6. Connectivity: **LAN, Web and Cloud**

SUPPORT / GUARANTEE

1. Successfully implemented and certified by at least **thirty (30) SUCs** in the Philippines
2. **FREE** three (3) years technical support (The school provides transportation, accomodation and meals)
3. Complete system installation and training in 7 days
4. One (1) year money back satisfaction guarantee

GENERAL FEATURES

1. Fully integrated registrar, cashiering, and accounting software
2. Compatible and upgradable to online version anytime
3. Support for TCP/IP LAN Server and HTTP Internet/Cloud Server
4. Updates can be uploaded to the server from one workstation (or server itself)
5. Workstations automatically detects, downloads and installs the latest version from server
6. User passwords are stored in at least Hash-256 bit standard algorithm
7. Encrypted data are stored in at least AES-256 bit standard algorithm
8. All reports can be exported to MS Excel 2007, 2010 and 2013 formats
9. All custom reports are stored in the database
10. All reports can be previewed on screen before printing

SMARTCARD INFORMATION KIOSK

1. Integrated information kiosk system for viewing grades, accounts & queue using smartcard IDs
2. Integrated online real-time cloud queuing system using smartcard IDs
3. Smartcard or biometric touch screen wall-mounted information kiosk
4. Integrated teller/counter module using smartcard IDs for more efficient
5. Updates on queue status are real-time in all information kiosks
6. Can add/delete/enable/disable offices which is reflected in kiosks in real-time.
7. Caters to all offices such Registrar, Cashier, Enrollment, Guidance, Scholarship, Promissory, Deans, etc.

REGISTRAR

A. SETUP

8. User-defined credentials/admission documents
9. Monitoring of submission of credentials/admission documents
10. Summary report on submitted/unsubmitted documents required for graduation
11. Entry for student's graduation data of a period (Entrance Data, Display Before, Display After)
12. User-defined periods on code, description, enrollment, adding/dropping & validation
13. User-defined grading terms for any period like Prelim, Midterm, etc.
14. User-defined table for the transmutation of grades from other grading systems like SUC (1.0, 3.0, etc), Percentile (75, 98, etc), Ateneo (A+,B-, etc), La Salle (4.0, 3.0, etc), and others
15. User-defined courses and form-9 categorization per course
16. User-defined subjects on code, course no., description, units, tuition, lec, lab, hours
17. Facility to easily arrange the subjects globally based on classification
18. Pre-requisites, co-requisites, equivalence can be defined on each subject
19. Support for pre-requisites based on curriculum
20. Easy access to shared/synchronized subjects among all courses and curricula
21. User-defined curricula with support effectivity year
22. Change of Code/Name Authorization Protection

B. CLASS SCHEDULE / ENROLLMENT

1. Entry of class schedule with optimal detection of conflicts
2. Support for both 12-hour (AM/PM) or Military time schedules
3. Facility to copy schedules of one class or whole period to another period
4. Support for multiple schedules, instructors and rooms per class
5. Automatic generation of minimal class codes for fast encoding of enrollment
6. Facility to limit, freeze, unfreeze or dissolve enrollment in any section or class
7. Generates rooms assignment (tabular) and utilization (color coded) reports
8. Creation of student accounts with automatic permanent or temporary ID
9. Facility to merge a duplicate student account (including all its transactions) into the original account so that the duplicate account can then be deleted.
10. Integrated smartcard reader for student identification (no need to type student ID)
11. Facility to import all student ID pictures stored in a folder
12. Enrollment: Identification for New, Freshman, Returnee, Shiftee, Graduating, Transferee, Cross Enrollee, Foreigner, etc.
13. Encoding of enrolled subjects by block section for regular students
14. Use class codes (separated by space entered in one line only) for irregular students
15. Automatically finds available schedules for the problematic subjects of student
16. Automatically computes and prints student assessment after encoding
17. Adding and dropping of subjects with automatic re-assessment
18. Transfer students from one class to another or subjects of student to another section
19. Saves student performance, absences and violations
20. Viewing and printing of Student Profile
21. Reports on Absences from Student Attendance Monitoring System

C. GRADES

1. Entry of grades by teacher or registrar through network
2. Controlled editing of grades through authorization and privilege
3. Changes to grades are logged by the system for auditing
4. Export and import grades encoded in MS Excel by teacher or department
5. Supports standard grading systems of SUCs, Ateneo, La Salle, Percentile, etc.
6. Can input grades in all terms such as Prelim, Midterm & Finals with option to automatically compute the Final Grade
7. Entry of external grades (transferees) using original codes, descriptions, grades and grading system
8. Generates periodic average for the determination of academic achievers
9. Generates general weighted average (GWA) from any period to any period
10. Monitoring and replacement of incomplete (INC) to a failed grade value
11. Implements expiration of date for incomplete grades defined in period
12. Monitoring of teachers progress in grade entry (finished/unfinished) with pass/fail statistics for management action
13. Automatically evaluate students based on their respective curriculum
14. Automatic crediting of internal and equivalent subjects
15. System assisted crediting of external subjects (from other schools)

D. REPORTS

1. Generates report on encoded grades that were not enrolled by students
2. Generates report unsubmitted credentials/admission documents required
3. Generates report on candidates for graduation with summary on unfinished subjects and lacking documents.
4. Prints diploma of all graduating students on the fly
5. Prints all enrollment reports like masterlist, enrollment list, etc.
6. Masterlist provides additional info on units (lec/lab) with filter options by level, department, course, year, gender, classifications (new, old, freshmen, returnee, shifter, regular, graduating, cross enrollee, transferee, etc.)
7. Generates official class list or control sheet by department, teacher or subject
8. Report on all enrolled students on a particular subject(s)
9. Generates instructors loads and teachers programs with info on class sizes
10. Report on laboratory/professional subjects with info on related charges
11. Real-time statistics on enrollment data for management monitoring
12. Prints general schedule with filter on open, closed, newly open, dissolved classes
13. Statistical reports on enrollment by subject, credits earned, lecture/laboratory units and head count (FTE)
14. Summary reports on reserved/confirmed, old/new and gender - all can be displayed by course, department with year level in columns
15. Prints Certifications of Enrollment, Billing and Grades
16. Prints Transcript of Records, True Copy of Grades, Scholastic Records, Form-9 and Diploma
17. Prints both template and data simultaneously in TOR to prevent misalignment

ASSESSMENT

1. User-defined Chart of Accounts on code, description, type, parent account, contra, subsidiary, order no, etc.
2. User-defined fees on code, description, type (tuition, miscellaneous, laboratory, other, non-assess and non-school), collection/income account, fund, nature of collection and priority level
3. User-defined Funds, Banks and Bank Accounts
4. User-defined Assessment Setup criteria by level, department, course, year, class code, new, old, freshmen, returnee, shifter, transferee, cross enrollee, graduating, foreigner, exclusive and special
5. Assessment Setup for no tuition, sole subject, late enrollees and adding/dropping
6. Assessment Setup charges can be configured per unit, per subject, per hour, fixed amount, or packaged
7. Support for overriding individual assessment
8. Added laboratory and other charges for laboratory/professional subjects
9. User-defined downpayment options by level, department, course or year where required downpayment, charge rate, distribution and computation can be defined
10. Support for distributing previous balance to scheduled payments
11. Configuration of periodic exams with inclusive dates for collection purposes
12. Report on laboratory and professional subjects that were not/misled charged
13. Automatic assessment of enrollment (no need for a separate step for assessment)
14. Automatic re-assessment of students when some fees have changed or corrected
15. Detailed Report on Assessments (Fees on columns), Enrollment/Assessment Summary, Assessment by Fee, Summary by Department, Summary of Assessment and Collections

DISCOUNTS / SCHOLARSHIPS

1. User-defined discounts/scholarships and classifications
2. Option to define internal and external scholarships
3. Option for grantees that will be automatically validated even without payment
4. User-defined options on maximum units, rates on tuition, misc, lab, others and for fixed amount.
5. Option to include or exclude specific fees of different rates in the computation.
6. Entry of discount/scholarship grantees with option to automatically compute
7. Supports multiple discounts/scholarship grants availed by single student
8. Distribution of payment to grantees from the amount paid by sponsor
9. Automatically debits/credits to the receivable ledgers of sponsors
10. Reports on List of Grantees, Tuition & Other Discounts, Summary of Discounts/Scholarships, Detailed Report on Discount/Scholarships with distribution on affected fees and Summary on Collected Fees

CASHIERING

1. Integrated smartcard reader (no need to type student IDs)
2. Automatic computation of required payment for downpayment and examinations
3. Automatic detection of period based on last transaction of student

4. Automatic distribution of paid amount to both assessed and adjusted fees
5. Automatically posts assessed fee payment to student ledger
6. Automatically posts collected fees to subsidiary accounts (Publication, Guidance, NSTP, Insurance, etc.)
7. Automatically posts discounted fees to sponsor ledgers
8. Support for different types of payments (Cash, Credit Card, Debit Card, Online Payment, etc.)
9. Automatic segregation of funds for deposits
10. Support for printing O.R. with summary by type or chart of account for assessed fees
11. Entry of deposits to bank accounts with respect to fund segregation
12. Supports both cash basis and accrual accounting
13. Generation of reports such as Official Receipts Listing, Collection Details, Summary of Assessment and Collections, Collection of Assessed Fees, Collection by Fee, Summary of Collections, Collection for Deposit, Daily/Monthly Cash Report, Cash Receipts Record, Cash Book, Report of Collections and Deposits, Summary of Report of Collections and Deposits, Daily Cashiers Summary

ACCOUNTING

16. User-defined Chart of Accounts on code, description, type, parent account, contra, subsidiary, order no, etc.
17. User-defined Accounts for Allotment and Obligations
18. User-defined fees on code, description, type (tuition, miscellaneous, laboratory, other, non-assess and non-school), collection/income account, fund, nature of collection and priority level
19. User-defined Funds, Banks and Bank Accounts
20. User-defined Assessment Setup criteria by level, department, course, year, class code, new, old, freshmen, returnee, shifter, transferee, cross enrollee, graduating, foreigner, exclusive and special
21. Assessment Setup for no tuition, sole subject, late enrollees and adding/dropping
22. Assessment Setup charges can be configured per unit, per subject, per hour, fixed amount, or packaged
23. Added laboratory and other charges for laboratory/professional subjects
24. User-defined downpayment options by level, department, course or year where required downpayment, charge rate, distribution and computation can be defined
25. Configuration of periodic exams with inclusive dates for collection purposes
26. Report on laboratory and professional subjects that were not/misled charged
27. Automatic assessment of enrollment (no need for a separate step for assessment)
28. Automatic re-assessment of students when some fees have changed or corrected
29. Generation of Statement of Accounts with options to filter by period, as of date, fee, level, department, course, year and student names.
30. Prints reminder slips, examination permits and student clearances
31. Detailed Report on Assessments (Fees on columns), Enrollment/Assessment Summary, Assesment by Fee, Summary by Department, Summary of Assessment and Collections
32. Schedule Summary Report: No of students, units, tuition, laboratory, miscellaneous, other, all and total fees

33. Reports on Detailed Transactions, Inactive Accounts, Cumulative Ledger, Periodic Exam Accounts, Exam Accounts Summary, Due Accounts, Summary of Accounts, Accounts Balances, Adjustments, Masterlist of Student Receivable, Balance Forwarded and Aging of Student Receivables
34. Entry and monitoring of Promisory Notes
35. Entry of Adjustments which automatically updates student ledger
36. Posting of Reminders to cashier
37. Prints periodic examination summary of collectibles
38. Entry for Vouchers Payable
39. Entry for Allotments and Obligation Requests
40. Transaction entries for cash and check disbursements
41. Transaction entries for Check Issuance, Encashment, Cancellation and other Bank transactions
42. Breakdown/Summary of Obligations, Statement of Allotment and Obligations
43. Reports on Check Register, Check Disbursement Record, and Check Disbursement Journal
44. Transaction entries for general journal and journal entry voucher
45. Reports on Journal Entries, General Ledger, Receivables Ledger and Payables Ledger
46. Generates Summary of Debits and Credits
47. Generates Trial Balance, Income Statement and Balance Sheet