



# ACADEMIC MANAGEMENT SYSTEM

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

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## Student Reference Manual

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**UAHS, Shivamogga  
Karnataka**

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

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

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# 1. Introduction

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

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

## 1.1 Activity Diagram for using Academic Management System (AMS)

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

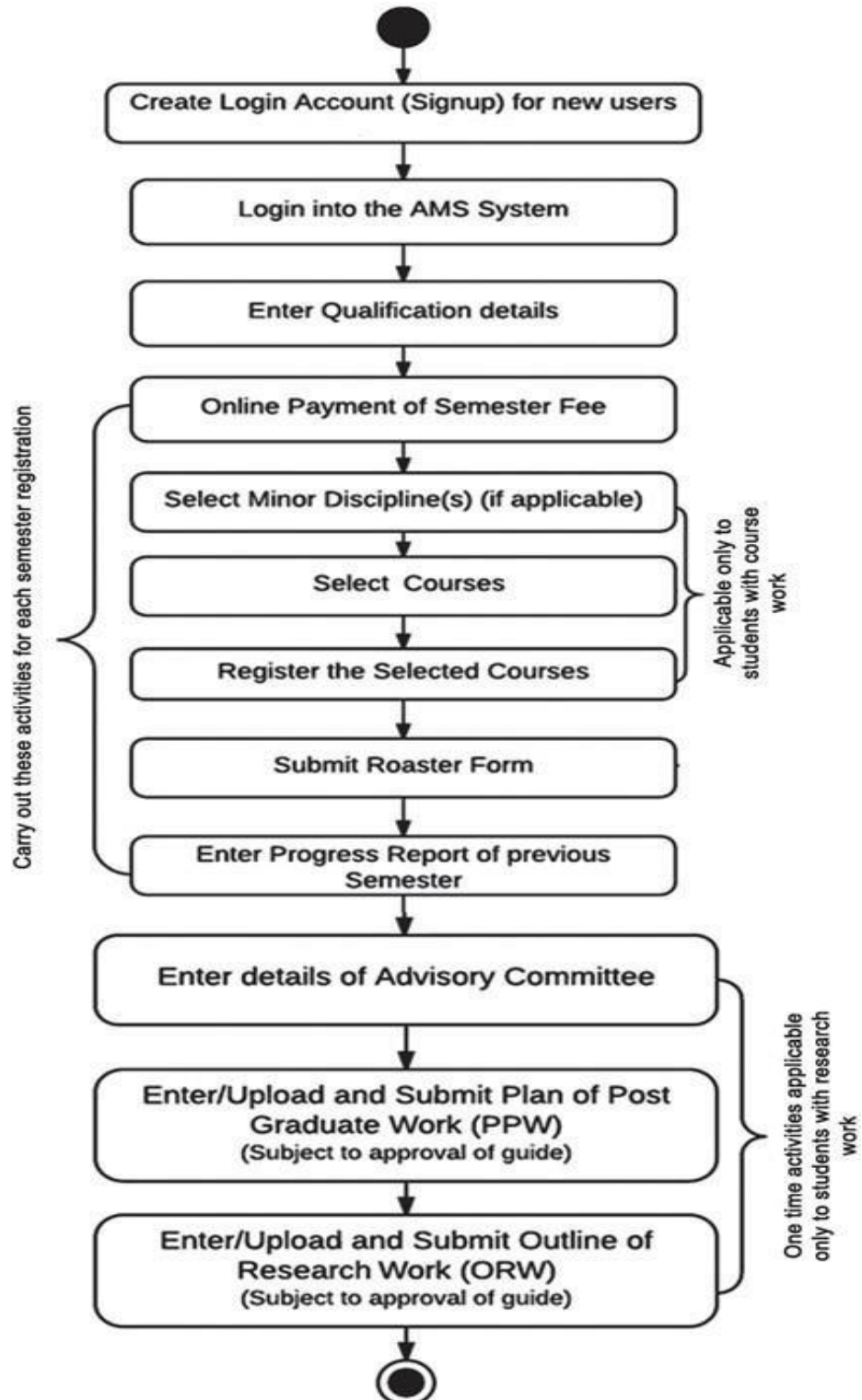


Fig. 1.1 Activity Diagram for using Academic Management System (AMS)

## 2. Student Account

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

### 2.1 Registered as a Student

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

**Academic Management System**  
**University Of Agricultural And Horticultural Sciences,**  
**Shivamogga, Karnataka**

HOME NAHEP CONTACT US DOWNLOADS ▾

**USER REGISTRATION**

\*User Type  
Select UserType ▾

\*User ID/Username  
Deepikac259

\*Password  
Password

\*Confirm Password  
Confirm Password

\*Title  
Title ▾

\*First Name  
First Name

Middle Name  
Middle Name

Last Name  
Last Name

\*Father Name  
Father Name

\*Mother Name  
Mother Name

\*Religion  
Religion ▾

\*Gender  
Gender ▾

\*Category  
Select Category ▾

\*Physically Challenged?  
Physically Challenged ▾

\*Date of Birth  
DD-MM-YYYY

\*Blood Group  
Blood Group ▾

\*Degree  
Degree ▾

\*Discipline  
Discipline ▾

\*Select College  
Select College ▾

Aadhaar Number  
Aadhar No

\*Email ID  
deepikac259@gmail.com

\*Mobile No  
Mobile No

Bank A/C No  
Bank A/C No

Bank Name & Branch  
Bank Name & Branch

IFSC Code  
IFSC Code

\*Address Official/Correspondence  
Address Official/Correspondence

\*Permanent Address ( ☐ Same as correspondence address )  
Address Permanent

\*Country  
Country ▾

\*Domicile State  
Domicile State ▾

Next



 AMS (Version - II)  
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Division of Computer Applications  
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Fig. 2.1 Registration Page

## 2.2 Guidelines for Filling Up Registration Form

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

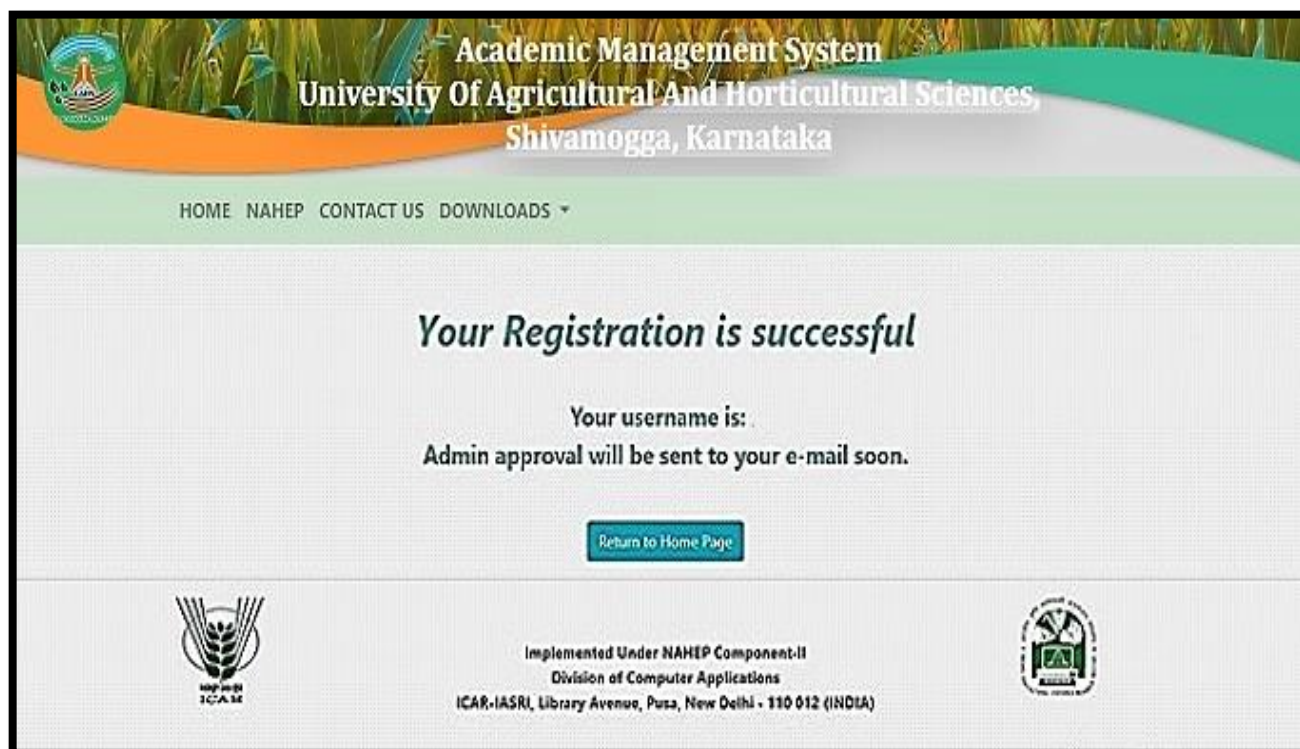


Fig. 2.2 Registration Successfully

### 3. Access Home Page of AMS

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

The screenshot displays the homepage of the Academic Management System (AMS) for the University of Agricultural and Horticultural Sciences (UAHS), Shivamogga, Karnataka. The header features the university's logo and name. Below the header is a navigation bar with links: HOME, NAHEP, CONTACT US, and DOWNLOADS. A banner for a "Sensitization Workshop On NAHEP Component-2 Activities And Implementation Of Academic Mani" is visible. The main content area includes a section for "Events of UAHS Shivamogga" with a photo of the university building. To the right, there are "Login" and "New Registration" buttons. Below the photo, a paragraph describes the university's establishment and its integrated nature. At the bottom, there are sections for "University" and "Institute/College" (both empty), and a "Resources" section listing documents like White Book, Reference Manual (Admin/Faculty/Students), and Academic Calendar 2020-21. The footer contains the ICAR logo, the text "AMS (Version - II) Implemented Under NAHEP Component-II Division of Computer Applications ICAR-IASRI, Library Avenue, Pusa, New Delhi - 110 012 (INDIA)", and another university logo.

**Academic Management System**  
**University Of Agricultural And Horticultural Sciences,**  
**Shivamogga, Karnataka**

HOME NAHEP CONTACT US DOWNLOADS ▾

Sensitization Workshop On NAHEP Component-2 Activities And Implementation Of Academic Mani

Events of UAHS Shivamogga

[Login](#) [New Registration](#)

The University of Agricultural and Horticultural Sciences, Shivamogga (UAHS) is the first integrated university in the state of Karnataka, which has both agricultural and horticultural sciences under its purview. It was established under the Karnataka Act no. 38 of 2012, vide notification no. Sam. Vya. Sha. ilakhe, 19 Shasana 2012, dated 21-09-2012 published in the Special Gazette of Karnataka, part IV – A, No. 656, on 21-09-2012 bringing it into immediate effect. It was carved out by separating seven districts from the jurisdiction area of University of Agricultural Sciences, Bangalore and in [More About AMS & UAHS, shivamogga](#)

University Institute/College

**Resources**

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

AMS (Version - II)  
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Fig. 3 Home Page of the Academic Management System

## 4. Login as Student

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

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

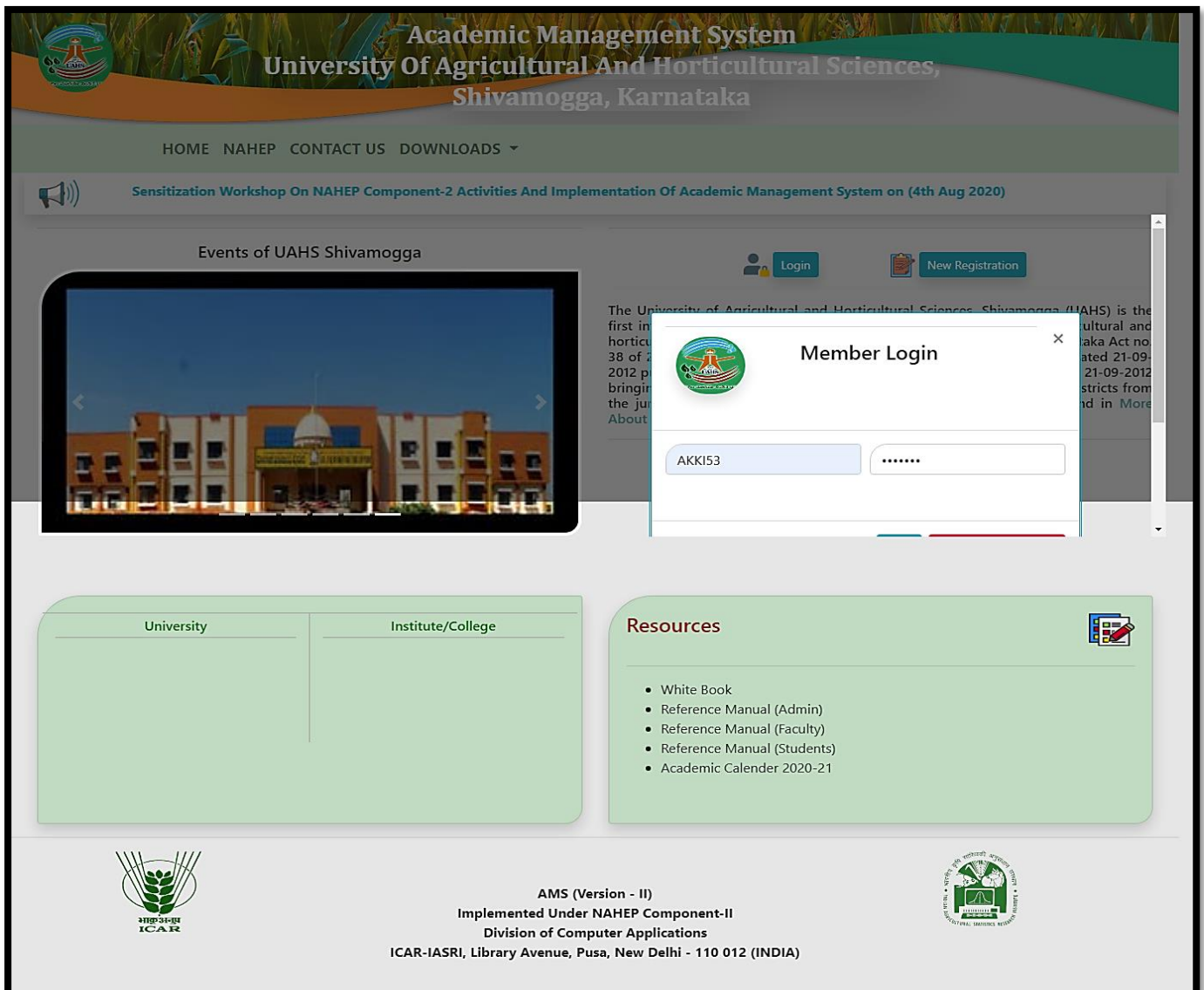


Fig. 4 Login as Student

## 4.1 Student Qualification Editing/Updating

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

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

The screenshot shows the 'Academic Management System' interface for the 'University Of Agricultural And Horticultural Sciences, Shivamogga, Karnataka'. The user is logged in as 'MR. TEST1 (Student)'. The left sidebar contains a 'Menu' with options: Quick Access, Personal, Financial, Course, Grades, Course Time Table, and Related Links. The main content area has a 'Show Qualification Grid' button and a form for entering qualification details. The form fields are as follows:

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

Fig. 4.1 Student Profile Editing/Updating

## 4.2 Student Update/Edit Basic Profile

Students can update their profile by this menu option

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

- **Update Profile** is provided to update student profile information.
- **Change Password** is provided to change password.
- **Verified Email id** is provided to verified email id of the student member.

The screenshot displays the 'Academic Management System' interface for the 'University Of Agricultural And Horticultural Sciences, Shivamogga, Karnataka'. The user is logged in as 'MR. TEST1 (Student)'. A sidebar menu on the left includes options like 'Quick Access', 'Personal', 'Financial', 'Course', 'Grades', 'Course Time Table', and 'Related Links'. The main content area features a modal titled 'UPDATE DETAILS' with the following fields:

- User Type:** A text input field containing 'st'.
- Username:** A text input field containing 'Testingams2'.
- Title:** A dropdown menu with 'Mr.' selected.
- First Name:** A text input field containing 'Test1'.
- Middle Name:** A text input field containing 'Middle Name'.
- Last Name:** A text input field containing 'Student'.
- Father Name:** A text input field containing 'Father Student1'.
- Mother Name:** A text input field containing 'Mother Student1'.
- Gender:** A dropdown menu with 'Male' selected.
- Category:** A dropdown menu with 'GEN - General' selected.
- Physically Challenged?:** A dropdown menu with 'No' selected.

Below the modal, there is an 'Enrollment Date' field, a 'Contact Info' section, and three buttons: 'Update Profile', 'Change Password', and 'Verify Email Id'.

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

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

The screenshot displays the 'Academic Management System' interface for the 'University Of Agricultural And Horticultural Sciences, Shivamogga, Karnataka'. The user is logged in as 'MR. TEST1 (Student)'. A 'Menu' sidebar on the left includes options like 'Quick Access', 'Personal', 'Financial', 'Course', 'Grades', 'Course Time Table', and 'Related Links', along with a 'Logout' button. The main content area features a 'Change Password' modal form. This form has a title bar with a close button (X). It contains three input fields: 'Enter Your Current Password' (labeled 'Old Password'), 'New Password', and 'Confirm Password' (labeled 'Confirm New Password'). Below these fields are 'Close' and 'Save Password' buttons. Underneath the modal, the user's profile information is visible, including 'Degree : B.Tech.' and 'Enrollment Date :'. A 'Contact Info' section is also present. At the bottom of the profile area, there are three buttons: 'Update Profile', 'Change Password', and 'Verify Email Id'.

Fig. 4.2 Student Update/Edit Basic Profile

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

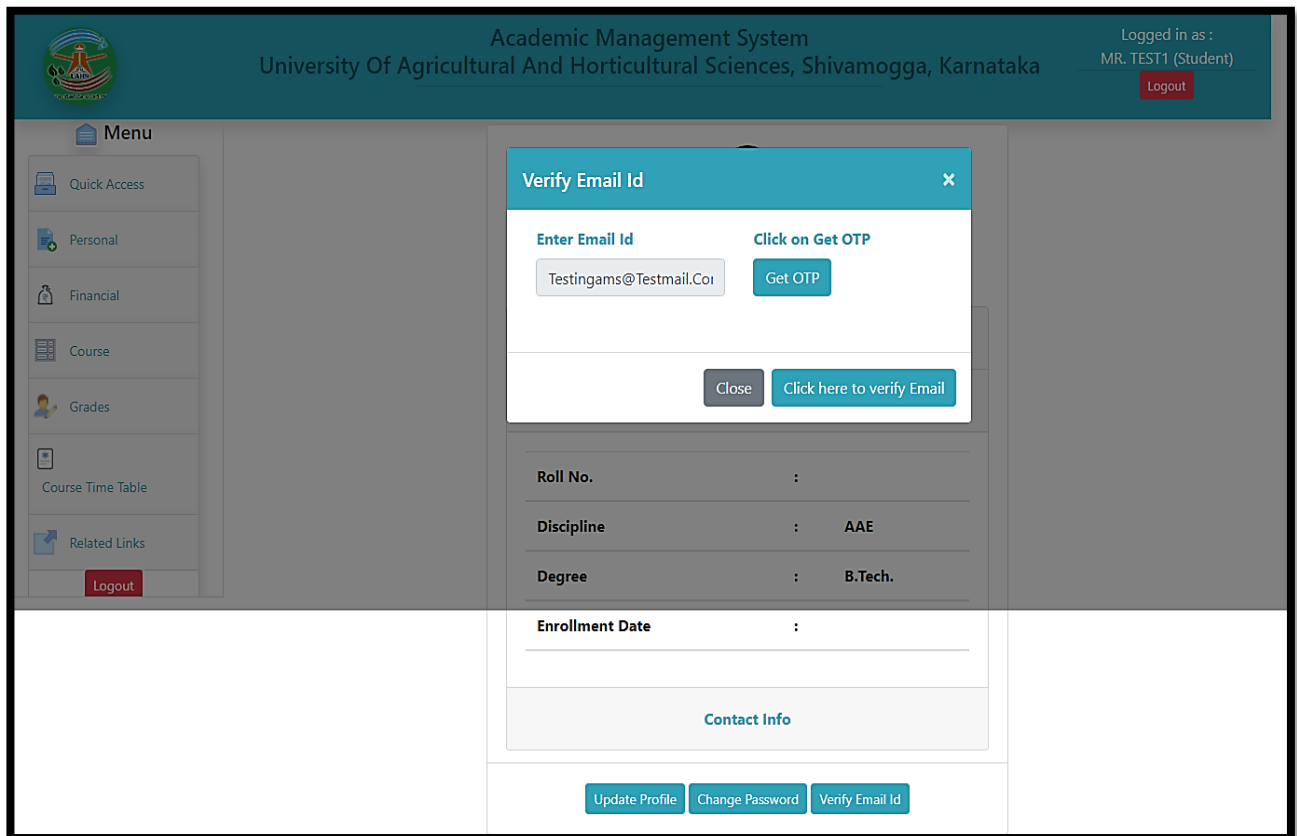


Fig. 4 (c) Student Verify Email id

## 5. Fee Payment Module to the Student

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

Menu tab.

Academic Management System  
University Of Agricultural And Horticultural Sciences, Shivamogga, Karnataka

Logged in as :  
MR. TEST1 (Student)  
Logout

Menu

- Quick Access
- Personal
- Financial
- Course
- Grades
- Course Time Table
- Related Links
- Logout

Fees Information of  
Roll No:

Student Semester: Select

Academic Year: Select

Fee Rs.:

Fee Date: Day Month Year

Bank Receipt No.:

Submit Reset

Student Fees Report

Activate Windows  
Go to Settings to activate Windows.

Fig. 5 Fee Payment Module

## 6. Plan of Post Graduate Work (PPW)

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

### 6.1 Choosing Minor Discipline

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

- As per requirement select first, second, third and fourth minor disciplines from the respective options '**First Minor Discipline**', '**Second Minor Discipline**', '**Third Minor Discipline**' and '**Fourth Minor Discipline**' dropdown menu.
- Select Supporting courses (if applicable) from **Supporting Courses** dropdown menu as per need. Select Audit courses (if applicable) from **Audit Courses** dropdown menu as per need.

- Select Compulsory courses (if applicable) from **compulsory Courses** dropdown menu as per need.
- After selecting relevant information click on '**Submit**' button.

Select Various Type of Courses and Disciplines

Major Discipline	<div style="border: 1px solid #ccc; padding: 2px;">Agriculture ▼</div>
1st Minor Discipline	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>
2nd Minor Discipline	<div style="border: 1px solid #ccc; padding: 2px;">Basic Sciences ▼</div>
3rd Minor Discipline	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>
4th Minor Discipline	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>
Supporting Courses	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>
Audit Courses	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>
Compulsory Courses	<div style="border: 1px solid #ccc; padding: 2px;">Please Make a Selection ▼</div>


Submit

Fig. 6.1 Choosing Minor Discipline

## 6.2 Selecting Course

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

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



Academic Management System  
University Of Agricultural And Horticultural Sciences, Shivamogga, Karnataka

Logged in as :  
MR. TEST1 (Student)  
[Logout](#)

Menu

Quick Access

Personal

Financial

Course

Grades

Course Time Table

Related Links

Logout

Allocate Courses

Roll No: Major Discipline: AAE

Note :-

Academic Year

2020-21

Semester

I

Add Semester

No Records !

Activate Windows  
Go to Settings to activate Windows.

Fig. 6.2 Selecting Course


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

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## 6.3 Constitution of Advisory Committee

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

- Next screen contains a links '**Choose Major Member**' '**Choose Minor1 Member**' '**Choose Other Member**' etc. for selecting members from major, minor and other disciplines.
- To select a member from major discipline, click on '**Choose Major Member**'.
- This will show next window containing '**Faculty Members**' and '**Advisory Committee Members**' list boxes.
- Select a faculty member name from '**Faculty Members**' list box and move it to '**Advisory Committee Members**' list box by **right move >> button**.
- A faculty member name in '**Advisory Committee Members**' list box may be moved back to
- '**Faculty Members**' list box by **left move << button**.
- Click on '**Save Changes**' button.
- The selected major faculty member will appear in a row below '**Choose Major Member**'
- In similar manner, members from remaining discipline may be selected.



### Proposal for Constitution/Re-constitution of Advisory Committee

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

### Advisory Committee

Name & Designation	Approved Member
Chairman	
<b>AG</b> (Co-Chairman) Choose Co-Chairman Member Choose From Other Discipline Choose From Other College	
<b>AG</b> (Core)Choose Core Member Choose From Other Discipline Choose From Other College	
(Supporting/Minor 1)	
<b>BS</b> (Supporting/Minor 2)Choose Supporting 2 Member Choose From Other Discipline Choose From Other College	
(Supporting/Minor 3)	
(Supporting/Minor 4)	
(Supporting/Minor 5)	
(Optional)	
(Other)	
<input type="button" value="Submit"/>	

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

Advisory Committee

Roll No :

AMSBAUM-10004

MEMBER

DEANKUMAR

GUIDEKUMAR

MANISHCHAUHAN

SHYAMXQ

>

<

SELECTED MEMBER

Save Changes

Back

Fig. 6.3(b) Advisory Committee Members

## 6.4 Submitting thesis abstract

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

Home
Personal
Financial
Course
Grades
PPW
Reports
OWR
More

Logged in as :  
MR. VIBHOR (Student)

Print

### Student POW

Student Name  
Roll No.  
Date of enrolment  
Degree  
Discipline  
Core Discipline  
Optional  
Supporting Discipline 1  
Supporting Discipline 2  
Supporting Discipline 3  
Supporting Discipline 4  
Supporting Discipline 5  
Compulsory  
Other Field

vibhor tyagi  
AMSBAUM-10004  
24/04/2019  
M.Tech.  
Agriculture  
NIL  
NIL  
NIL  
Basic Sciences  
NIL  
Label  
Label  
No  
No

Degree	Total Marks	Marks Obtained	University	Year of Passing	RollNo.
M.Tech.[cse]	100	73	Anand Agricultural University, Anand	2017	123

Tentative title of Thesis :  
Advisory Committee:

Aggricuture  
No Records

Course Work:  
Core Discipline:

No Courses

Optional:

No Courses

Supporting Discipline 1:

No Courses

Supporting Discipline 2:

No Courses

Supporting Discipline 3:

No Courses

Supporting Discipline 4:

No Courses

Supporting Discipline 5:

No Courses

Compulsory Course:

No Courses

Non-Credit Compulsory Course:

No Courses

Other Field:

No Courses

No of Credits of Course:  
Core Discipline Credits :  
Optional Discipline Credits :  
Supporting Discipline 1 Credits :  
Supporting Discipline 2 Credits :  
Supporting Discipline 3 Credits :  
Supporting Discipline 4 Credits :  
Supporting Discipline 5 Credits :  
Compulsory Course Credits:  
Non Credit Compulsory Course Credits:  
Other Discipline Credits:  
Total Credits:

0  
0  
0  
0  
0  
0  
0  
0  
0  
0  
0  
0+0\*

Submit POW

Fig. 6.4 Plan of Post Graduate Work (PPW)