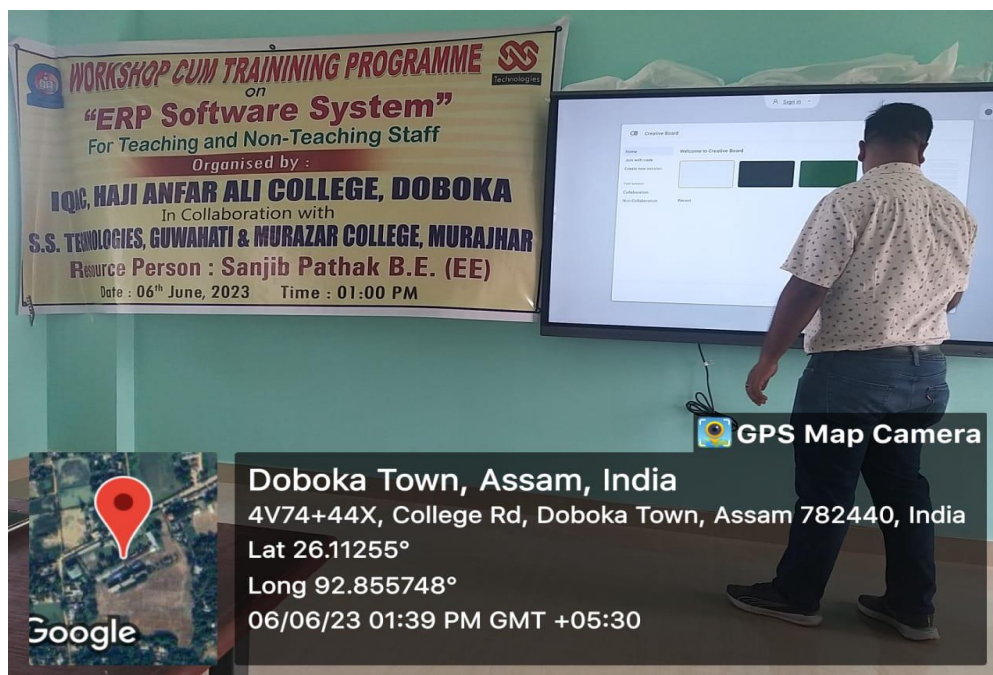# ERP Workshop cum Training Report

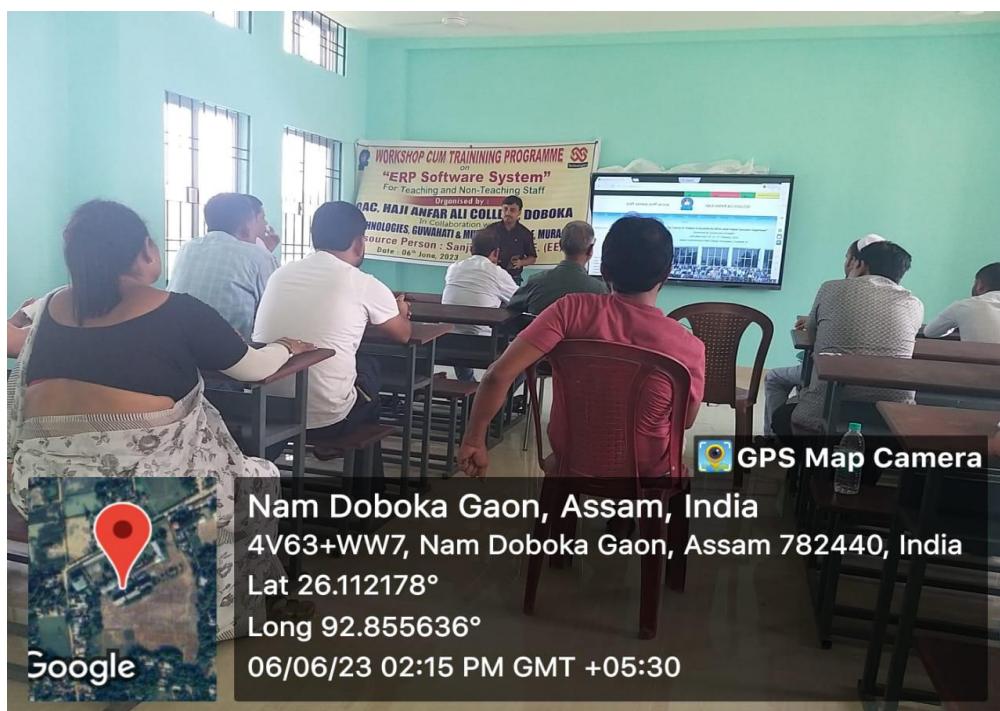Date: 6th June 2023 Venue: Smart Classroom, Haji Anfar Ali College, Doboka

Introduction: The Workshop cum Training Programme on ERP Software System was organized by the Internal Quality Assurance Cell (IQAC) of Haji Anfar Ali College, Doboka, in collaboration with S S Technologies, Guwahati, and Murazar College, Murajhar. The workshop aimed to provide participants with a comprehensive understanding of the ERP software system and its importance in the context of NAAC Assessment and Accreditation. The resource person for the event was Mr. Sanjib Pathak, B.E. (EE), who conducted the workshop, covering both theoretical and practical aspects of ERP implementation.

Objectives:

1. To familiarize participants with the concept of ERP software system.
2. To provide practical knowledge and skills for implementing ERP in higher educational institutions.
3. To highlight the importance of ERP in the context of NAAC Assessment and Accreditation.

Participants: The workshop was attended by teaching and non-teaching staff from Haji Anfar Ali College and Murazar College. This participation was a part of the Memorandum of Understanding (MoU) signed between the two institutions to collaborate on professional development activities. The workshop aimed to equip participants with the necessary skills to implement and utilize ERP software systems effectively.

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Resource Person: Mr. Sanjib Pathak, B.E. (EE), an experienced professional in the field of ERP implementation, served as the resource person for the workshop. With his extensive knowledge and expertise, Mr. Pathak guided the participants through the theoretical concepts and practical aspects of ERP software systems.

Workshop Highlights:

The workshop was divided into multiple sessions covering various aspects of ERP software systems. The following topics were covered during the workshop:

1. Introduction to ERP:
   o Overview of ERP systems and their applications in higher educational institutions.
   o Understanding the key components and modules of an ERP system.
2. ERP Implementation Process:
   o Pre-implementation planning and analysis.
   o ERP software selection and customization.
   o Training and change management strategies.
3. Practical Implementation:
   o Hands-on training sessions on ERP software systems.
   o Demonstrations of real-life scenarios and case studies.
   o Troubleshooting and problem-solving techniques.
4. Importance of ERP in NAAC Assessment and Accreditation:
   o Role of ERP in streamlining administrative processes.
   o Data management and reporting for accreditation purposes.
   o Enhancing institutional effectiveness and efficiency through ERP.
5. ERP Facilities Provided by Higher Educational Institutions:
   o Student information management.
   o Admission and enrollment processes.
   o Course management and scheduling.
   o Academic progress tracking.
   o Financial management and budgeting.
   o Human resource management.

- o Library management.
- o Alumni and placement management.

Conclusion: The Workshop cum Training Programme on ERP Software System provided participants with valuable insights into the implementation and utilization of ERP in higher educational institutions. The sessions conducted by Mr. Sanjib Pathak equipped participants with theoretical knowledge, practical skills, and problem-solving techniques related to ERP systems. The workshop emphasized the importance of ERP from the perspective of NAAC Assessment and Accreditation, showcasing how ERP systems can enhance institutional effectiveness and efficiency. The collaboration between Haji Anfar Ali College, Murazar College, and S S Technologies facilitated a fruitful learning experience for all participants, enabling them to leverage ERP technology for improved administrative processes and overall institutional growth.

Sd/-

Principal

Haji Anfar Ali College, Doboka