



“Orientation Program on ERP usage”

**Organised by
Academic Staff College, KLEF
26-02-2021 to 27-02-2021**

To provide orientation to all the faculty, of both campuses of KLEF at Vaddeswaram and Hyderabad, the Academic Staff College, has organized for the faculty to effectively using the various modules of ERP for their tasks and roles:

1. Academics
2. Examination and Evaluation
3. Research and Development
4. Faculty & Staff Affairs
5. Planning & Development

The schedule of orientation, that will be provided by the mentioned Officers is given below:

26-02-2021 (FN Session):

10:00AM-11:15AM: Academics by Dr. Raghuveer VR, Dean (Academics): On Course handouts, Attendance, ALMS, Tests marks, Assignments, Generating Promotion lists etc.

11:15AM-12:30PM: Research & Development by Dr.B.J.K.Singh, Dean (R&D), on updating and generating reports from ERP on Publications, Funded Projects, IPRs etc.

26-02-2021 (AN Session):

1:30PM-2:45PM: Faculty & Staff Affairs by Dr.V. Srikanth, Dean F&SA, on leave management, HR related Updating, Generating Annual appraisals through ERP etc.

2:45PM-4:00PM: Planning & Development by Dr.V. Rajesh, Dean(P&D), on updating and indenting, follow and settlement of requirements of infrastructure, equipment, repairs, furniture etc.

27-02-2021 (FN session):

10.00 AM to 12:15 PM: Dr.A.S.C.S.Sastry, Controller of Examinations, on updating the ERP for marks, generating reports, OBE Reports, Condonation/ detentions, evaluation, assessments.

12:15 AM to 1:00 PM: Mr A Satya Kalyan, CTO- Overview and procedural instructions on overall usage of ERP.

Total 300 faculty had attended the program

Dr A Srinath

Principal – Academic Staff College