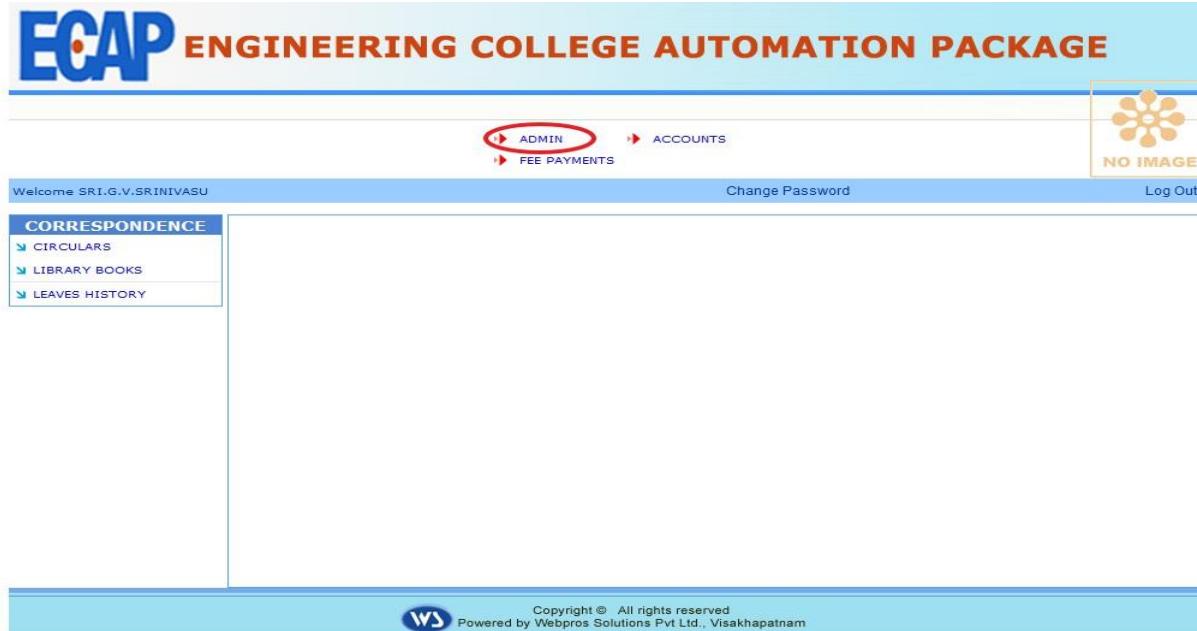


ACCOUNTS & FEE PAYMENTS

1) How Can I Apply Student Committed Fees Through Online?

Ans:-Step 1:-Please Login In To ECAP By Using Your Username And Password

Step 2:- Please Click On “ADMIN” Module As Shown In Below



Step3:-You Will Find “Left Panel” After Clicking On ADMIN Module As Shown In Below.

ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN ACCOUNTS
FEE PAYMENTS

NO IMAGE

left panel

ADMIN

- » FEE TYPES
- » CIRCULARS
- » LIBRARY BOOKS
- » LEAVES HISTORY

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Step 4: Please Place Your Mouse Pointer On “Fee Type” Link Which Is Available In Left Menu. Then You Will Find “Sub Links Menu” As Shown In Below

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN ACCOUNTS
FEE PAYMENTS

NO IMAGE

Sub links

ADMIN

- » FEE TYPES
- » CIRCULARS
- » LIBRARY BOOKS
- » LEAVES HISTORY

- » ENTRY
- » OFF-LINE(COMMITTED FEES)
- » SET DUE DATE
- » SET FINE

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Step 5:-Please Find “Entry” Option In Sub Links Menu As Shown In Below.



Step6:-Fee Type's Link And Click On Entry Link From The Popup Menu Displayed. And Then The Following Screen Appears. Now Select From Drop Down List Course, Batch, Year, And Admission Type Whether Direct Or Lateral And Select Seat Type Whether Convener, Management Or Spot And Click On Save Button As Shown Below.

ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN

- ◀ FEE TYPES
- ◀ CIRCULARS
- ◀ LIBRARY BOOKS
- ◀ LEAVES HISTORY

FEE TYPES

Course : B.Tech
Batch 2015
Year 1st Year
Admission Type Direct
Seat Type Convenor

Show

ple Click on show button



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Step7:- After Click On Show Button And Then The Following Screen Appears.

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN

- ◀ FEE TYPES
- ◀ CIRCULARS
- ◀ LIBRARY BOOKS
- ◀ LEAVES HISTORY

FEE TYPES

Course : B.Tech
Batch 2015
Year 1st Year
Admission Type Direct
Seat Type Convenor

Show

ple Click on newfee type button

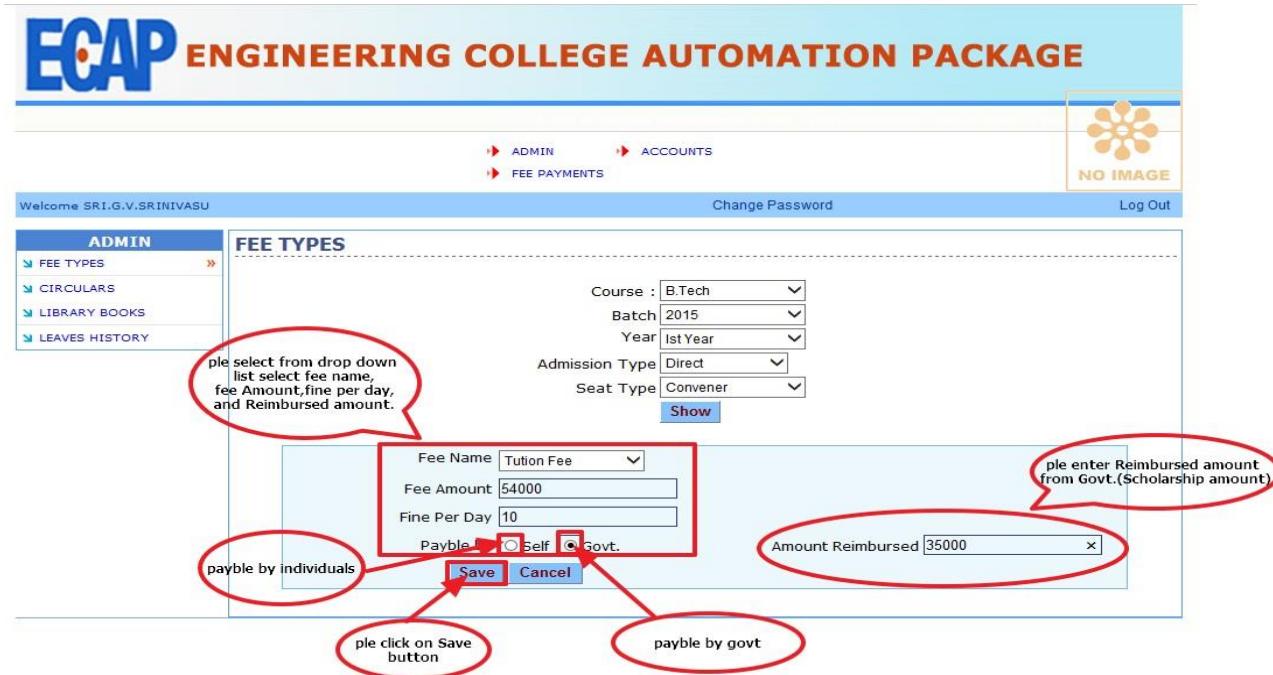
New Fee Type

ple find New Fee Type button it need to set fee structure

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Step8:- Select Fee Name Or Revenue Head Entered Already In Accounts Module And Enter Fee Amount, Fine Per Day If Any And Select Whether Fees Is Payable By The Individual Or

Government. If Payable By Govt It Must Be Enter "Amount Reimbursed" And Click On Save Button To Save New Fee Type Details For Selected Course.



ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN

- FEETYPES**
- CIRCULARS**
- LIBRARY BOOKS**
- LEAVES HISTORY**

FEETYPES

Course : B Tech
Batch : 2015
Year : 1st Year
Admission Type : Direct
Seat Type : Convener

Fee Name : Tution Fee
Fee Amount : 54000
Fine Per Day : 10
Payable : Self Govt.

Amount Reimbursed : 35000

NO IMAGE

Step9:- After Click On "Save "Button And Then You Will Get "POP UP For Confirmation" After Click On Update Button. Here Please Click On "OK Button" As Shown In Below.

ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN

- [FEE TYPES](#)
- [CIRCULARS](#)
- [LIBRARY BOOKS](#)
- [LEAVES HISTORY](#)

FEE TYPES

Message from webpage

Saved successfully

OK

Please Click on OK button

Fee Name	<input type="text" value="Tuition Fee"/>
Fee Amount	<input type="text" value="54000"/>
Fine Per Day	<input type="text" value="10"/>
Payable by	<input type="radio"/> Self <input checked="" type="radio"/> Govt.
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	
Amount Reimbursed <input type="text" value="35000"/>	

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Step 10:-Please See Here It Got Updated After Click On “OK Button” As Shown In Below.

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS

Welcome SRI.G.V.SRINIVASU Change Password Log Out

ADMIN

- [FEE TYPES](#)
- [CIRCULARS](#)
- [LIBRARY BOOKS](#)
- [LEAVES HISTORY](#)

FEE TYPES

Course :

Batch

Year

Admission Type

Seat Type

Updated feestructure after click on save button

SL.NO	FEE NAME	AMOUNT	FINE/DAY	PAYBLE BY	REIMBURSED AMOUNT BY GOVT.	EDIT	DELETE
1	Tuition Fee	54000.00	10.00	Govt	35000.00	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>
2	Admission Fee	10000.00	0.00	Self	.00	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>
<input type="button" value="New Fee Type"/>							

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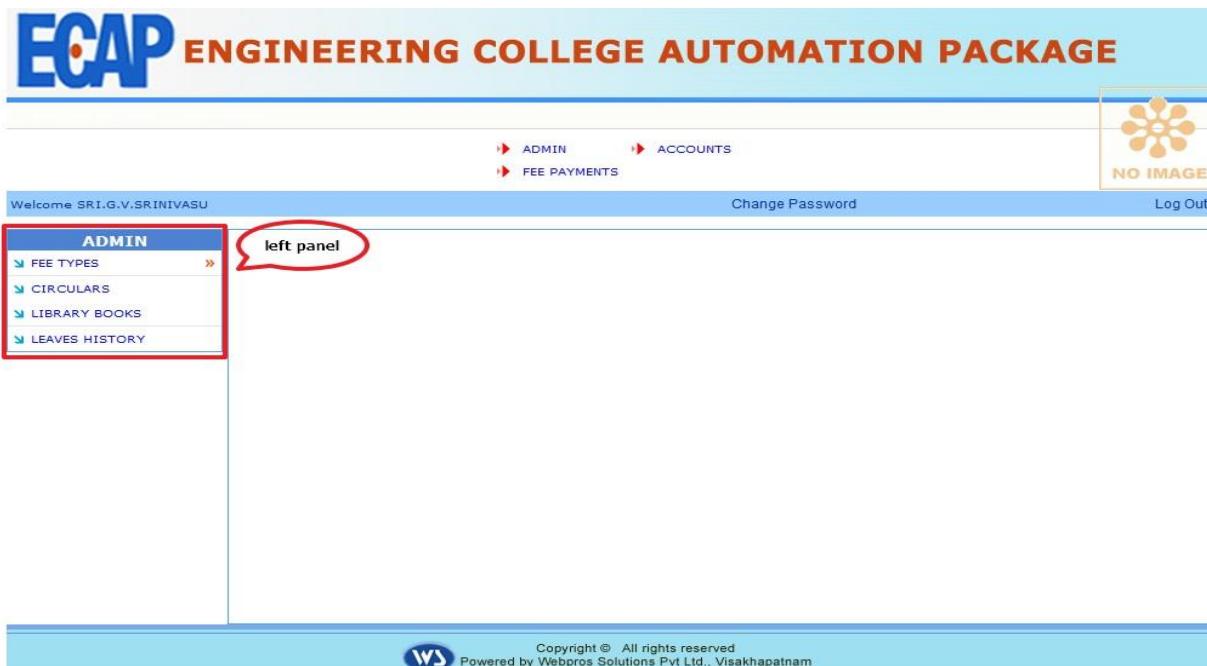
4) How Can I Apply Student Committed Fees Through Offline?

Ans:-**Step 1:-**Please Login In To ECAP By Using Your Username And Password

Step 2:- Please Click On “ADMIN” Module As Shown In Below



Step3:- You Will Find “Left Panel” After Clicking On ADMIN Module As Shown In Below.



Step 4:- Please Place Your Mouse Pointer On “Fee Type” Link Which Is Available In Left Menu. Then You Will Find “Sub Links Menu” As Shown In Below

ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS



Change Password Log Out

Welcome SRI.G.V.SRINIVASU

ADMIN

- ▶ FEE TYPES
- ▶ CIRCULARS
- ▶ LIBRARY BOOKS
- ▶ LEAVES HISTORY

- ▶ ENTRY
- ▶ OFF-LINE(COMMITTED FEES)
- ▶ SET DUE DATE
- ▶ SET FINE

Sub links


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Step 5:-Please Find “Entry” Option In Sub Links Menu As Shown In Below.

▶ ADMIN ▶ ACCOUNTS
▶ FEE PAYMENTS ▶ CORRESPONDENCE



Change Password Log Out

Welcome SRI.G.V.SRINIVASU

ADMIN

- ▶ FEE TYPES
- ▶ CIRCULARS
- ▶ LIBRARY BOOKS
- ▶ LEAVES HISTORY

- ▶ ENTRY
- ▶ OFF-LINE(COMMITTED FEES)
- ▶ SET DUE DATE
- ▶ SET FINE

Sub links


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Step6:- After Click On Off-Line (Committed Fee) Link As Shown Above Screen. Here Please Select Your Excel File And Then Enter Your Excel Sheet Name As Shown In Below And Then Click On Import Button.

ECAP ENGINEERING COLLEGE AUTOMATION PACKAGE

ECAP
ENGINEERING COLLEGE AUTOMATION PACKAGE

ADMIN
ACCOUNTS

FEES PAYMENTS
CORRESPONDENCE

NO IMAGE

Welcome SRI.G.V.SRINIVASU
Change Password
Log Out

FEES TYPES
CIRCULARS
LIBRARY BOOKS
LEAVES HISTORY

SET COMMITTED FEES

please enter sheet name
Select File
please click on select file then you will get popup for select excel file

please enter sheet name
Sheet1
please click here to get sample sheet

Click here to sample sheet
Import
please click here to get sample sheet

Microsoft Excel - committedfees [Read-Only] [Com...]

D13	A	B	C	D	E
1	SI No	Roll No	Year	Tuition Fee	University
2	1	11001A0501	1	32000	2500
3	2	11001A0501	2	32000	
4	3	13001A0402	1	85000	

Sheet1 Sheet2 Sheet3

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