



ACADMAX

## Education With Infinite Possibilities





The college and university lifecycle is the focus of Acadmax Campus Solution. Acadmax will help you manage the entire student, teacher and employees lifecycle seamlessly – from recruiting of student to admission, through student services and alumni relationship – in a secure and stable environment. Acadmax Campus solution integrates and streamlines the infrastructure on which the student lifecycle depends; either you're a school, college or university. It helps you do more with less effort, maximizing your efficiency. And it uses scalable technology that can expand to meet your needs in the future.

Key to a wise online initiative is robust Campus Management System (CMS) that is easy to learn; easy to use; flexible; rich in features for learning, teaching and administration.

From first contact to graduation and beyond, successful higher education institutions are focusing on the best way to communicate with students. There's new emphasis on the whole range of events and requirements that make up the long-term relationship a student has with the school, college or university. The relationship can be defined as student lifecycle.

Throughout the student lifecycle, Acadmax Campus Solutions drives efficiency and productivity in all your business processes – so you can focus time and resources on the objectives that define the success of your institute.

## **The future of Online Education**

Taking your campus online means more than e-mail, a website, storing information and records. It can also mean bringing more efficiency to every process across the student lifecycle. By sharing information and working together over the internet; students, teachers, administrators and alumni can find many ways to be more productive.

Acadmax Campus Solution supports the future concept of online campus. It removes the barriers to business so that you can better manage relationship with your students – from earliest recruiting stage to graduation. Connect your users, data and system across departments and campuses with infinite possibilities to improve services and reduce cost.



Ensure security of sensitive and personal information. Empower users to make better decisions using real-time data. To the degree that you can put business, student and learning services online – streamlining productivity and optimizing resources – your college or university is better able to fulfill its academic missions and goals.

### **Flexible, Adaptable and Scalable**

Acadmax Campus Solution helps you manage the key components of student lifecycle with features and business process that are easily configurable. You can set things up the way you like, share information with users, and see measurable efficiency gains and cost reductions – with infinite possibilities. You can get the flexibility you need to make the right decisions for your institution and the adaptability to meet the future with confidence.

Acadmax Campus Solution is a browser-based system that lets the user access their information anytime, from any web browser, anywhere. This means it costs less to maintain, is easier to learn, and more convenient to use.

### **Secure, Role-Based Information**

With Acadmax Campus Solution, information delivery is role-based, so students, teachers, staff, and visitors see exactly the information they need. The system automatically identifies the roles and relationships to support the full range of your constituents – you do not need to maintain a security profile for each system accessed. Sensitive data protected to prevent inappropriate access. Your users are more productive because they get content specific to their needs, and when they need it.

### **One-Stop Service, At Door Step**

Students want to go online, not stand in line. They don't want to wait to get things done - they want to check their grades or drop a course when it's convenient for them, even if that's at 2 a.m. Make it simple for students to interact with your institution.



One-stop, 24/7 service is imperative. Faculty and staff have similar expectations. They want access to information when and where they need it, without relying on outside help.

With Acadmax Campus Solutions, you can give all your users the online, real-time experience they expect. Everything is designed to get users up and running quickly. Navigation is streamlined for maximum ease of use. Processes flow logically, guided by “wizards.” Pages emphasize 360-degree access, offering comprehensive support for students and faculty – while letting administrators engage more effectively in the student lifecycle. Key information and transactions are just a click away

Because Acadmax Campus Solutions provides the most efficient way to complete transactions, you’ll see more-satisfied users (students and teachers) and smoother execution of your administrative processes overall.

### **A Complete Solution – from Prospect to Alumni**

Acadmax Campus Solutions includes Student Administration Solutions, a full suite of products for managing all your student services and business operations. Student Administration Solutions includes modules to manage enrollment, recruiting, and admissions; financial aid, budgets, and funding; campus records; and teaching and grading activities. It also provides self-evaluation services to students to re-evaluate their knowledge and awareness on any subject.



## Acadmax Modules

The system adopts best practices where possible during the implementation process in order to minimize customizations. Acadmax provide seamless cross-module integration for ready access to current, accurate, and complete administrative information and the means to use it in an efficient manner, offering complete solution to automate and track student, faculty and management life-cycles in any education institute whether you're a school, college or university.

### Admission Services

Acadmax Recruiting and Admissions module captures details on prospective students to help you better plan, manage, and track your admissions and recruiting activities. Based on predefined criteria, you can automatically evaluate applicants, match a recruiter to a prospective student based on region or interests, and streamline all phases of enrollment.

Later the selected students details can easily imported into Acadmax core system.

Acadmax Student Records helps reduce the time your staff spends managing records. You can track enrollment and requisite restrictions, build an online class waitlist (with automatic enrollment when a seat opens up), and evaluate the effect of transfer credits. You can also report enrollment, graduation, or demographic statistics.

Collect and classify prospect information

Manage communications with both prospects and applicants

Develop and maintain an effective recruiting strategy.

Process applications for admission

Provide effective reporting solutions for external regulatory requirements

Provide effective reporting solutions for strategically critical purposes

Provide data access and reporting tools to non-regulatory and non-critical reporting users



## Campus Archive

Acadmax Campus archive captures all prospect, applicant, student, alumni, and organizational records and stores them in a single repository for easy retrieval. It will give bird-eye of entire campus processes – academic, running news bulletins, architectural view of departments etc. You determine when records are entered. As the communication engine for student Administration Solutions, Campus Archive automatically handles jobs such as informing a student of admission status, noting when a student is eligible for financial aid, and prohibiting registration when a student record is on hold.

## Course Manager

The ultimate goals of education are critical thinking and lifelong learning. These are achieved through courses and programs offered by the education institutes. Key to a wise online initiative is robust course management (CM) that is easy to learn; easy to use; flexible; rich in features for learning, teaching, and administration; easy to integrate with other Acadmax modules and easily upgraded to future versions.

Course Management module have perhaps their greatest impact on course design through the type of course page templates they provide. The features include, at least, pages for a syllabus, a calendar, announcements, and course contents. AcadmaX will have easy-to-use tools for modifying an existing online course

The HoD can view the list of students who're enrolled or wait-listed for a class, plus those who are dropped. The automated email template can be send to one student, a selected group, or all students in the class – with just one click.

The student can go online anytime to get grade and assignment information, thanks to Acadmax Gradebook. The instructors use this application to post assignments and grades, enter detailed notes about what's expected of students, and calculate midterm and final grades.



Midway through her first semester, the student starts to plan her courses for the next semester. Going online, she can see the prerequisites she must meet before taking a class, as well as what courses she needs to graduate. At mid-term, and then at the end of the semester, faculty post grades online. The system automatically posts grades to the student's record, calculating her GPA and determining whether she is in good academic standing. Her advisor, with online access to her record, helps her map out her academic career. When the student is close to graduation, Acadmax Academic Advisement determines whether she has satisfied graduation requirements. Self-service applications empower students and faculty and decrease administrative time.

## Gradebook

Acadmax Gradebook works with Acadmax Student Administration Solutions to help instructors manage their classes and class grades—all online. Instructors can define assignments, quizzes, presentations, projects etc. for each group, course or class and determine how each activity is graded and weighed. They can record assignment grades and notes about student progress and calculate and report midterm and final grades. Students would be able to compare group/class average marks with their own. Freed from time consuming, paper-pushing tasks, instructors can spend their time more productively.

The system can calculate comparative percentage score of assignments, presentations and quizzes given by students to calculate average marks or using any other selection criteria.

## Services for Students

Students can plan and manage their learning experience – from applying for admission and financial aid to enrolling in courses; from monitoring academic progress to paying tuition and fees; from submitting assignment, quizzes, presentations to keeping track of every mark achieved; from planning community services to managing them. Students can also have instant links to admissions and federal financial aid applications.



Students can manage their class schedules, track lectures, give online tests, submit assignments etc. Acadmax provide interface to link students with integrated modules of Integrated Library System, Project Manager, and Message center.

### **Services for Faculty and Advisors**

Instructors can easily manage their classes, schedules, and grades online, and advisors can track the progress of their advisees. Faculty can send e-mail to individual students, selected groups, or entire classes with a single click.

Acadmax campus management offer easy to use interface to manage student results, creating papers of online and offline exams, assigning and managing assignments, quizzes, presentations etc. in private/public mode, posting comments on student progress, maintaining archive manager and question bank etc.

### **Campus Self Service**

Campus Self Service significantly extends the user functionality of the Student Administration, allowing your users to engage in self-service activities, thus reducing or eliminating the need for administrative resources. Campus Self Service allows you to pull content, transactions, and other applications into a pre-integrated, personalized interface configured to meet your institution's requirements without the need for costly customization.

A student would able to view class and exam schedules, enroll or change enrollment in classes. Request transcripts, view course and grade history and generate what-if course selection scenarios. The self service module gives student ability to make payment online using credit card and other payment modes.



Similarly at teacher's side, they would be able to see complete calendar of their classes, view list of students enrolled or wait-listed for a class. Acadmax provides ability to send email to one student or group, or all students of a class with a single click. A teacher can view detailed call information, start and end date, days, times and locations. They would have ability to add marks for assignments, quizzes, projects, mid-term and final grades for each student, and add notes that could be used on his yearly progress report.

### **A Real-Time Solution: How It Works**

Acadmax Campus Solution is a browser-based system that lets the user access their information anytime, from any web browser, anywhere. This means it costs less to maintain, is easier to learn, and more convenient to use.

### **Prospects and Recruiting**

A high school senior goes to your Web site and registers as a prospective student, fills out the application, attach the documents. The system authenticates her and directs her to relevant information. As a prospect, she can request information about the campus or apply online. Then, Acadmax Recruiting and Admissions takes over. She's assigned a recruiter based on her interests or location, and the recruiter starts communications. Earlier and more targeted recruitment efforts mean better results.

### **The Online Application**

When she applies, the prospective student can request information about financial aid. While her application is being evaluated, Acadmax Financial Aid determines her financial need based on the program she wants to pursue and the resources she has. The system then calculates a financial aid package based on her needs and the available funds of the institution. Faster evaluation of applications and financial aid packages means higher acceptance rates.



## Enrollment

Your institution extends an offer of admission and a financial aid package. When the student accepts both, the system readies her to enroll online. The information filled in Admission module will be passed to Acadmax central database where she can browse available courses, and register courses of her choice online and then wait for the approval. Once approved, she can generate voucher depending on courses and financial aid she got and make the payment online/offline or through bank transfer.

Acadmax Time-Table manager will generate class schedule for entire semester, now with her class schedule set, she can go through with course contents, lectures descriptions, recommended books, reading etc. She can browse Acadmax Integrated Library System to check books availability, read forums, blogs etc. Future plans are to provide student ability to purchase books. It's all online, all secure. Integrated, easy-to-use systems mean increased student satisfaction.

After the term begins, the student decides she wants to take a self-paced, online course. She chooses a course and links to your learning management system. When students can take courses when they want and where they want, and when faculty can continue teaching a course from on or off campus, your school can compete globally.

## Course Management

Higher education is experiencing a growing demand for access to technology-mediated or "online" learning. Reduced costs and increased functionality are allowing more and more academic decision makers to justify technology-mediated learning initiatives. One of the fastest growing areas in the technology-mediated educational area is the use of internet by colleges and universities to supplement face-to-face courses with online components and to deliver some courses completely online.



## Course Progress

The student can go online anytime to get grade and assignment/quizzes/presentation information, thanks to Acadmax Gradebook. Her instructors use this application to post assignments and grades, enter detailed notes about what's expected of students, and calculate mid-term and final grades. Midway through her first semester, the student starts to plan her courses for the next semester. Going online, she can see the prerequisites she must meet before taking a class, as well as what courses she needs to graduate. At midterm, and then at the end of the semester, faculty post grades online.

The system automatically posts grades to the student's record, calculating her GPA and determining whether she is in good academic standing. Her advisor, with online access to her record, helps her map out her academic career. When the student is close to graduation, Academic Evaluation module determines whether she has satisfied graduation requirements. Self-service applications empower students and faculty and decrease administrative time.

## Financial Module

Student Financials is an essential tool for managing student and external organization accounts. The university can manage and calculate all student financial information, including tuition, fees, receivables, billing, payment plans, and refunds.

Acadmax automatically opens financial student account, monitor and update it whenever required. The student can calculate tuition fees for semester(s) with different combination of courses, the financial module can list account balances and post transactions. Generate pending payments, unique bills for students.

The administrator can tailor payment plans, and automate receivables management. Financial tracking module can monitor and alert on delinquent financial accounts.



## Project Manager

Acadmax Project management tools gives the best experience a student could have in academic life before entering into the practical field. A student would be able to define individual or group project, and once approved, she would be able to create milestones, timelines, team members, prioritize tasks etc. The Acadmax scheduler will automatically alert her with coming deadlines, or missing any.

A teacher would be able to manage multiple projects within one single account; each project can be constructed in a unique way. It gives ability to users to view and print reports on progress in accordance to project plan

## Message Center

It is of utmost importance to faculty members to remain in contact with students 24/7; Acadmax Message Center ensures that students remain a click away from their instructors reach. The system has ability to send automatic notifications to students whenever a new assignment is posted, postponement of lecture, project deadline is coming, library book is over-due etc.

Acadmax Message Center provides basic functionalities of mail service application; in which a user can create folders, groups easily. The system user can create new messages, reply or forward message to individual or group of users.

## Testing Module

In Acadmax, a teacher create create, preview, and edit questions in a course question bank, a database of questions. These questions can then be used in Quizzes, Assignments, and online tests, and through the export process in a Lesson. The teacher enters the question bank by creating or editing a quiz activity or through the Administration block.

The Student can also add questions but these will be added in category of 'self-evaluating exercise' (SEE) of Question bank database.



Self-Assessment Exercises: Students deepen their learning when they can check their own progress as they make their way through online course. The simplest tool for this purpose is self-scoring quiz/exercise generator that reports measurements such as score, elapsed time, and number of attempts. This feature can also be used to create scored tests for use in assessing a student course grade, which are automatically marked and results are replicated in student's overall course marks depending on test weight-age and marks division policy set by the course instructor.

Although third-party providers of online quiz generators are numerous, but Acadmax Testing Center offers simple but yet powerful interface that is tightly integrated with Acadmax CMS to manage all these requirements.

## Scheduler

Task management, scheduling and tracking is always a worrying factor for any organization. A scheduler component that tracks user and system defined tasks, send automated reminders.

It's a multi-featured scheduler with calendar interface, from where users can set the tasks and to-do items on the date basis. The users will able to set reminders for the tasks. If the reminders are turn on, these reminders will be sent to the individual users related to the task using the Message Center. The Scheduler module is tightly-coupled with other Acadmax modules like assignment, lecture manager, time table, and project manager etc. that plan the tasks and timeline.

Whenever a new assignment is posted, scheduler will automatically send internal-email to all recipients along with related descriptions. Even if any assignment contains multiple mile-stones then scheduler can track them as well. The student will only able to submit assignment materials with-in defined time period.



## Blogs

“Blogging” became internet most popular word in last couple of years. There are essentially two measures of this: popularity through citation, as well as popularity through affiliation/comments. Acadmax Campus management offers ability to any user to create her blog, it could be her personal online diary, or department daily news bulletin. Some Institutions now see blogging as a means of “getting around the filter” and pushing messages to large audience.

## Discussion Boards

A perfect way for any department or teacher to communicate with its students is through forums. Acadmax campus management offer institutes ability to create forums for any department or subject and create moderators for management. This multi-purpose forum could be used by a member to invite others for solving a scientific problem or initiating a public discussion on any subject.

## Document Manager

A centralize sharing resource where a member of Acadmax can upload documents in private folder and share it with any group of users or with all.

It allows Acadmax users to share and manage documents online, with an easy and configurable web interface. All Acadmax users are by-default members of document manager; they can upload and share documents with individuals or group of users. A document can be viewed as private or public.

Document manager in general is based around a concept of centralized document storage, limited access, and sharing & unsharing it with a single click. As it allows document to be stored on centralized location, so the searching becomes much easier and fast.



## Polls Management

A user may initiate a poll after approving from the Acadmax system or department administrator. The user can participate in this by voting. Poll manager will keep track of all votes avoiding double or anonymous entries, it will also be able to generate reports, statistics on any poll.

Poll administrator would be able to open polls for certain users and only they will be able to vote. A poll could have a time constraint so after a certain period; the poll will automatically close. Any poll may have multiple options available for voter and the system can post users voting results automatically when the voting time ends. The Acadmax will run a detailed reporting on results, like how many users have ever participated, percentage results in going favor or against the poll, category voting of every poll (giving details of popular poll categories) etc.

## Integrated Library System

LibmaX, integrated library system (ILS), of Acadmax Campus management application using best DB-design practices and security model, software to act on that database, and have 3-tier graphical user interface (one for staff, one for patron and one for visitor). To ensure high-end security application is separated into discrete programs (modules), which are then integrated into a unified interface. Examples of modules include: acquisitions (ordering, receiving, and invoicing materials), cataloging (classifying and indexing materials), circulation (lending materials to patrons and receiving them back), serials (tracking magazine and newspaper holdings), and the OPAC (public interface for users). Each patron and item has a unique ID in the database that allows LibmaX to track its activity.

Other automated tasks include checking out and checking in books, generating statistics and reports, acquisitions and subscriptions, indexing journal articles and linking to them, as well as tracking interlibrary loans.

LibmaX improve operational efficiency and reduce costs. Automated routines streamline processes and free up library staff for more knowledge-intensive tasks. Advanced reporting tools enable library staff to make data-driven decisions regarding the most effective use of resources, ensuring better management of collections and services.



## Search Engine

The extensive search service covering entire contents of Acadmax will be available for every user with customizable searching criteria that reduces any chance of extracting unwanted information in search result.

Anything could be searched within Acadmax campus portal – whether its student’s publicly shared documents, files, pictures, research papers, library contents/books/generals, forums etc. All public contents of Acadmax are searchable.

User initiated creation of profiles for personalized searching will be possible. Users will able to customize the search language; set default parameters; sort search results; download or send results via email; and receive selective dissemination of information via email.

“Broadcast Search” provides users with the capability to search more than one Library or Acadmax catalog. This is of great benefit to users who are looking for materials that may be held at different Acadmax instances and available via Acadmax network.

## Managing the Student Lifecycle

Throughout the world of higher education, there’s new emphasis on managing the student lifecycle—and the need to do it in a cost-effective way.

Most institutions consider themselves to be student-centric—they must attract, retain, and serve students, and then cultivate lifelong relationships beyond graduation. But they also realize that they must significantly improve their processes and services to meet their objectives. The ideal solution will streamline information flow and optimize productivity of resources—improving quality of service while keeping costs down.

The convergence of new, integrated, Web-based technologies and a student-centric focus create opportunities to manage the student lifecycle effectively. Investing in technology to better support your institution’s goals can deliver real and measurable benefits.



It all begins with the ease with which information is shared via the Web. With Acadmax, your users can communicate and share information across departments, organizations, systems, and campuses. Use Acadmax Student Administration Solutions to connect the various silos of student data within your institution. And finally, let Acadmax Campus Self Service provide your users with the information they need, 24/7—increasing their productivity and the quality of their decision-making.

Acadmax Campus Solutions provides superior integration of the diverse systems within your institution, while maintaining the security and stability of your environment. Integration makes using the system easier for all users—they won't need to learn to work in many different environments. Day-to-day activities are easier for everyone, from students to IT staff to administrators.

Through every phase of the student lifecycle, Acadmax offers the functionality to help you achieve the objectives of your institution. Through recruiting and admissions, you can enhance the quality and diversity of applicants and first-year students. Through student services, you can improve student retention and graduation rates, and create a more positive experience for students.



**Admission Services**

**Rollbase User Management**

**User Manager**

**Lecture Manager**

**Course Manager**

**Project Manager**

**Message Center**

**Document Manager**

**Time-Table Manager**

**Scheduler**

**Financial Module**

**Testing Center**

**Polls / Survey**

**Integrated Library System**

**Forums / Blogs**

**Archieve Manager**

