EDUPAC

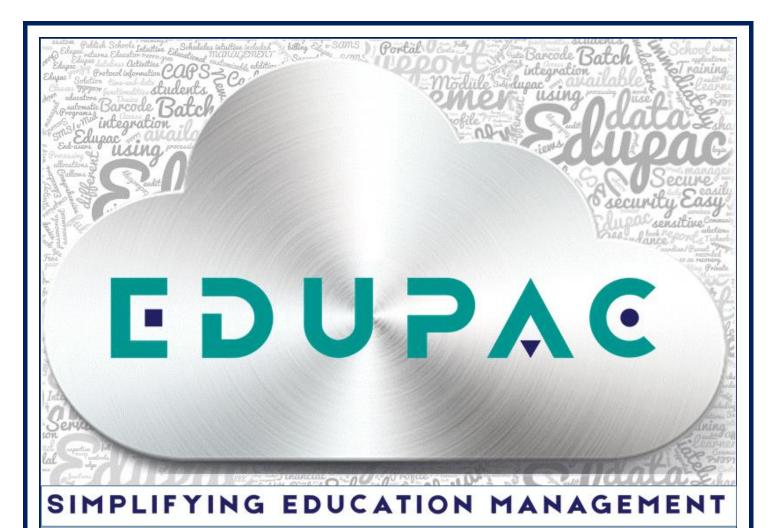
SIMPLIFYING EDUCATION MANAGEMENT



www.edupac.co.za

https://emis.edupac.co.za

https://tvet.edupac.co.za



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EDUPAC



SIMPLIFYING EDUCATION MANAGEMENT

ADMINISTRATION

Student Profiles & Alumni

Guardian / Parent Profiles
Employee Profiles
Conduct & Interviews
Achievements & Attendance
Document Management

LIBRARY / LTSM

Barcodes & Labels
Fully Integrated
Scanner Technology
Easy to search Topics

* FINANCIAL

Balance Sheet; Business Units
Income / Expenses; Budget
Vendors/Supplier's Ledger
Customers / School Fees
Debit Order Integration
Stock & Inventory
Advertising / Fundraising

MONTHLY SUBSCRIPTION

www.edupac.co.za

SA-SAMS Import / Export DDD Valistractor

Survey Tools & Dashboards NSC Registration

Helpdesk Service Unlimited User Support Software Upgrades Included Daily Data Back-ups Secure Database Hosting

* ACADEMIC

Academic Marks, Symbols Performance Evaluation Subject Comments, Efforts Custom Report Cards Marks Schedules CAPS READY!

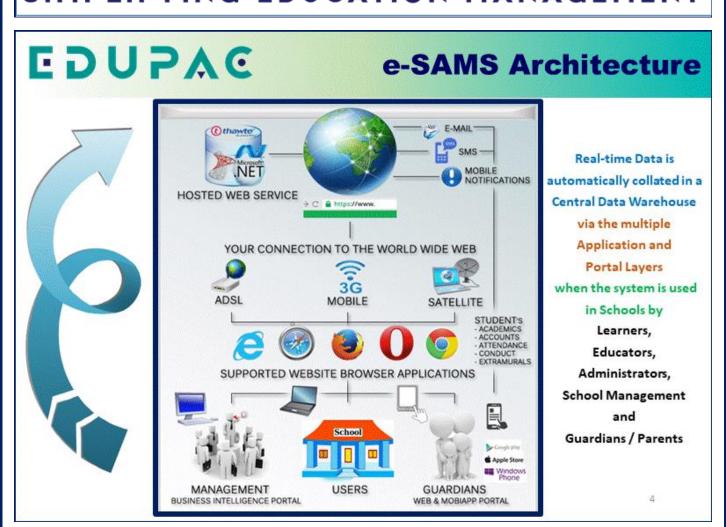
TIMETABLE

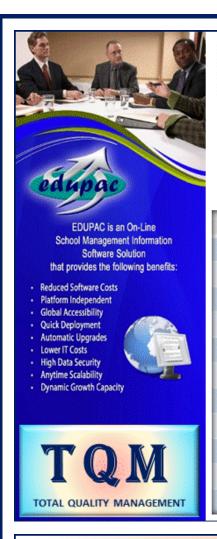
Fully Integrated Flexi and Fixed Activities Subject Groups/Choices One Allocation Screen!

COMMUNICATION

Guardian Portal
Educator / Classroom App
Bulk SMS & e-Mail
Newsletters & Calendar Events
Group Notifications
Photo's & ID Cards
Photo Gallery







Institution Management

Technology at work for you...



On-line Help Guide





1 ADMINISTRATOR per INSTITUTION Unlimited Users per Institution Create and Assign User Access & Roles Create Custom Institution Defaults Create Custom Report Views Export Custom Selected Data Use Multiple Business Units Import Student Data with Transfers Archive all Profile Data Approve all Portal Users and Views Seamless Academic and Financial Years

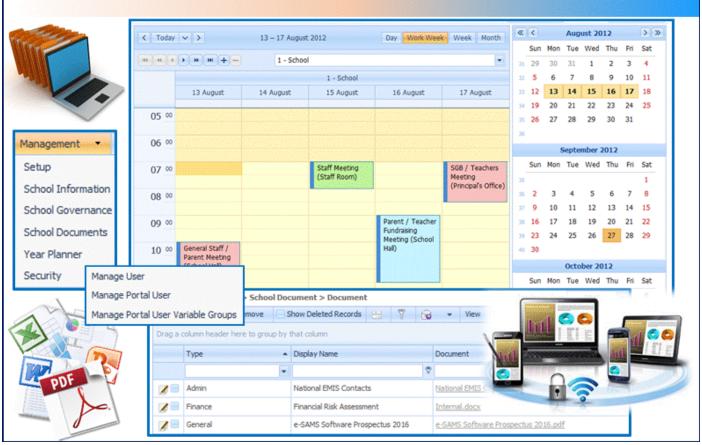
- · Flexibility ...
- Disaster Recovery ...
- · Automatic Software Updates ...
- Capital-expenditure Free ...
- ... Increased Collaboration ...
- Work From Anywhere ...
- Document Control ...
- High Security.





EDUPAC

Institution Management



Security Services & Ulitities

SECURITY:

· Own username and password to log in



- Bulk SMS
- Bulk E-Mail
- Diary; To Do List; Year Planner
- Document Management & Templates
- Data Backup & Restore
- Thawte SSL Certification
- Disaster Recovery



Security, Services & Utilities

HOSTING SERVICES

- All software upgrades are included and is centrally deployed.
- System Notifications and upgrade documentation is deployed to every institution.
- Daily Database back-ups are performed and saved in a secure and separate location.

USERNAMES and PASSWORDS

- Each end-user has their own username and password to log in.
- Access to each module can individually be allocated to a user.
- Passwords are encrypted.
- User logs and audit trails are kept for critical functions and operations.
- The application has an automatic session expire functionality when no activity occur in 5 minutes on any screen.

BULK SMS SERVICE

- Select Parents / Guardians and Employees and send SMS messages
- Send outstanding account balances, student absenteeism, conduct etc.
- Create your own contact lists using your own Variable Groups.

RUIK F-MAIL SERVICE

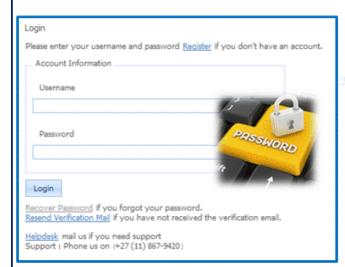
- Create and save Templates for re-use.
- Create your own contact lists using your own variable groups.

BULK NOTIFICATIONS on COMMUNICATION PORTALS

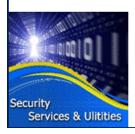
- Send messages to inform your contacts of new Newsletters, School circulars and information.
- Create your own contact lists using your own variable groups.

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Security & Services







Security Manager Module

· Contain at least one number

· Contain at least one capital letter

Contain at least one symbol (like #, %, &)



USERNAMES and PASSWORDS

- Each end-user has their own username and password to log in
- Access to each module can individually be allocated to a user
- Passwords are encrypted
- User logs and audit trails are kept for critical functions and operations



I FORGET

MY PASSWORD



Student Management

ADDITIONAL FEATURES

- Manage the registration and entire admission process of students for each academic year with the Enrolment Wizard.
- Process new and current admissions of students to a specific academic year for a specific grade and class with ease and:
 - Assign an Account Holder
 - Assign Guardian(s)
- On acceptance of the on-line admission process, automatic import of the details of the student can be activated in the school database.
- Store student's previous school history and certificates.
- Get complete view of the student's profile with photo.
- Search details of any particular student on any selected criteria.
- LSEN Learners: Major and minor disabilities as well as vulnerabilities and official weighting can be captured with extensive statistical reporting.

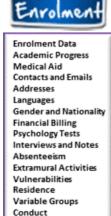




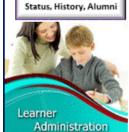
Online School Admissions

EDUPAC

Student Management



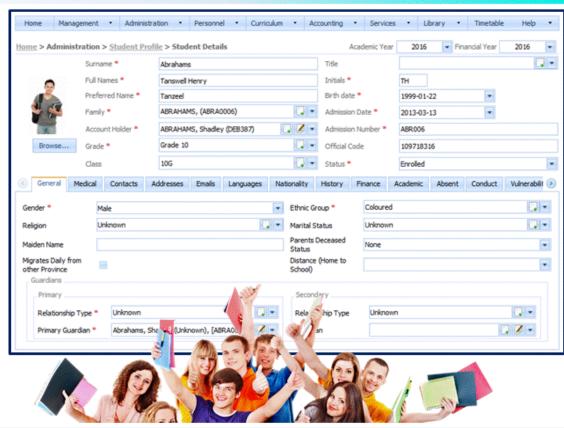
Online



Achievements

Documents

Aftercare and Travel





Guardian Management

Guardian and Parent Engagement is an ongoing process that increases active participation, communication, and collaboration between **parents**, schools, and communities with the goal of educating the whole child to ensure student achievement and success.

The Guardian profile provides the following information:

- · Interview notes with follow-up dates and comments
- · All contact information such as multiple telephone numbers and e-mail addresses
- Unlimited document management such as proof of residence
- Automatic selections for notifications, e-mails and SMS on multiple devices
- Additional selection to receive electronic statements





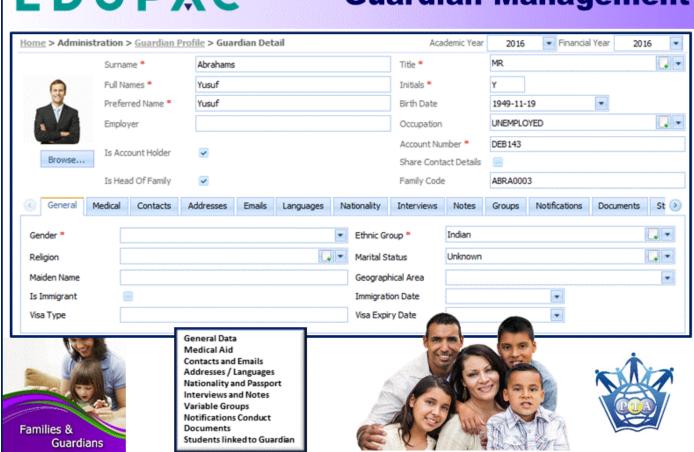


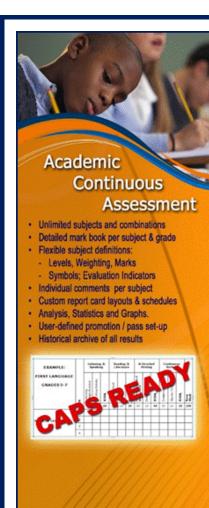
Families

- · Higher levels of parental involvement
- Increased knowledge and access to community resources
- · Strengthens family functioning and community safety

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Guardian Management

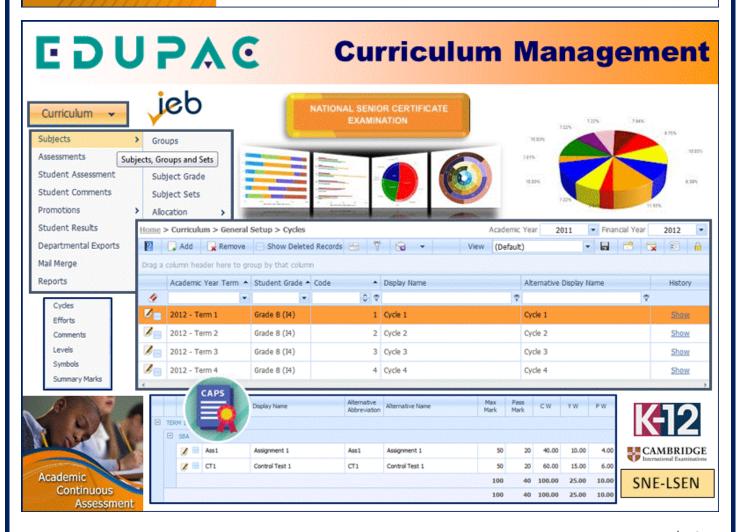


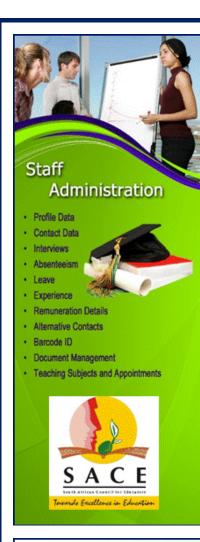


Curriculum Management

Features & Functionality

- ✓ An on-line mark book and assessment based mark entry sheet for easy marks capturing.
- Enables teachers to specify comments per class, subject, and specialist comments.
- ✓ Enables a designated person lock the entry of marks per term when marks have been entered and finalized.
- Enables the user to select pre-loaded assessment criteria (Revised National Curriculum Statement) for each new cycle.
- ✓ Allows teachers to add an IEB (Independent Education Board) year-end exam number to Grade 12 learners.
- ✓ Provides an SMS and e-Mail functionality of all Learner results to Guardians
- ✓ The Guardians / Parents can preview their children's assessment marks, term marks etc. securely on the Guardian Portal throughout the year. (https://orotocol-Thawte)
- ✓ Calculates averages for students on all subjects inclusive of a pro-rata year mark and
 promotion mark continuously from the 1st cycle. Calculate endorsements for university
 entrance.
- Fill in outcomes from marks as well as customized or pre-defined comments with a spell checker.
- ✓ Set up additional cycles (e.g. an ANA cycle) that can be excluded from the promotion cycle.
- Set up next year (promotion / rollover to next year inclusive of subject selections).
- ✓ Set up container subjects (Parent-Subjects and Sub-Subjects).
- ✓ The system contains a fully functional user friendly CAPS reports designer for the printing
 of term and year end reports for all learners groups (pre school to Grade 12).





Employee Management

Manage your Personnel Profiles

- The basis of our Personnel Management is the ability to record the important information about your employees.
- Within the Personnel module you can store everything from basic personal details to emergency contacts as well as copies of documents, training record, performance warnings, annual reviews and much, much more.
- Differentiation is made between Employees and Educators for the purpose of Timetabling and Curriculum Management.
- Additional information for Educators include previous experience, specialization areas and the allocation of each year's classes and subjects.
- Attendance and leave management is available for statutory and statistical reporting.
- Additional features are:
 - · Remuneration details
 - Variable groups for communication purposes
 - · Extramural activities assigned
 - · Association and organization memberships





Employee Leave

Administration

Staff Leave Application

Staff Monthly Leave (Landscape)



holiday

Other work schedule requirements

EDUPAC **Employee Management** > Personnel > Employee Profile > Employee Detail Title Kleynhans Full Names * Marie-Anne Initials * м Preferred Name * Marie-Anne Birth date * 1999-06-22 Disability Group Other Disability Group Is Educator Academic Medical Contacts Addresses Emails Languages Nationality Interviews Notes Groups Documents Appointments , 3 Address . -Female Ethnic Group * White Association Marital Status MARRIED Religion Contact Number Maiden Name Erlank Intercom 123 Email Is Immigrant Immigration Date Department Visa Expiry Date Extramural Job Category Interview Job Title Leave Position Qualification Leave and Attendance Duration Appointments Specialization Nature **Oualifications** Variable Group No holiday pay Employer Association No attendance requirements Leave Type ₩Work full schedule the workday before AND after the Remuneration Type holiday ■ Work either scheduled

Financial Module General Ledger - Unlimited Chart of Accounts, Sub-Accounts and Cost Centres Transactional Account Detail and History Balance Sheet / Income Statement / Bank Reconciliations Budget Annual and Monthly Reporting - Budget vs Actual Capital Expenditure Budget Debtor's Ledger - Direct, On-line Rece Unlimited Invoicing, Discount and Exemption Fee Structures Age Analysis, Account Detail and History nt / E-Mail Accounts: SMS Account Balances

Debit Orders

Financial

Module

Full Integration with Debtor's Ledger Automatic Reconciliations and Receive

Creditor's Ledger
- Detailed Ledger, Age Analysis, Payment Advices
- Unlimited Transactional History
- Full Integration with Stock Module

Consumable / Non-consumable Stock Asset Register; Depreciation; Book Value

Stock: Issue / Return / Adjust / Stock Take

Automatic Reconciliations and Receipting of Payments ABSA, FNB, Nedbank, Standard Bank, Netcash, Three Peaks

Financial Management

GENERAL LEDGER

- Unlimited Accounts and Account Groups
- Cash Control and Petty Cash Management
- Balance Sheet, Income Statement
- Combined Trial Balance & Detailed Ledger
- Bank Reconciliation, Import Bank Statements

VENDORS / SUPPLIERS

- Document Management.
- Orders, Full or Part Delivery Invoicing
- Detailed Ledger, Age Analysis
- Full Integration with Stock Module
- Pricing & Supplier History

CUSTOMERS

- Create Automatic Accounts on Learner Enrolment
- Direct, On-line Receipting
- Unlimited Fee Structures and Billing Allocations
- Various Invoicing Models
- Subsidies and Discounts on Fees
- Detailed Ledgers, Age Analysis
- Print & E-mail Accounts, SMS Account Balances

DEBIT ORDERS

- Full Integration with Customers and General Ledger
- Absa, FNB, Std Bank, Nedbank, Stratcol etc.
- Multiple Debit Orders per Customer Account
- Easy Validation and Updates before Submitting File
- Automatic Reconciliation and Receipting Of Payments

MULTIPLE YEAR BUDGETS

- Business Units
- Annual and Monthly Budget
- Capital Expenditure Budget
- Easy Roll-over for New Financial Years
- Financial Analysis and Graphs

STOCK & ASSET REGISTER

- Consumable / Non-consumable Stock
- Serial Numbers / Barcoding
- Multiple Groups and Warehousing
- Stock Levels, Issues & Returns
- Asset Register and Management

GAAP

Unlimited Transactional History with AUDIT Trail including Posting and Transaction dates

> Export facility for all Transactions and Accounts

Create your own Reports

Financial Dashboards **Financial Management Portal**

Vendor Accounts

Opening Balances

Orders

Invoices

Credit Notes

Debit Note

Payments

Reports

Stock and Assets





Financial Management



Customer Accounts Customer List Edit Opening Balances Sliding Scale Recurring Items Biling Run Debit Order Run Write-Off Interest Run Student Transactions Ouote Order Credit Note

Email Statements

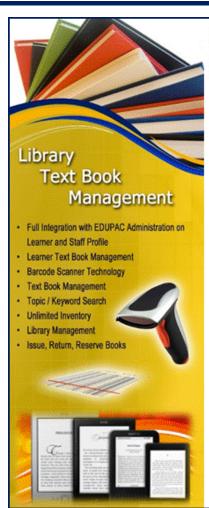
SMS Balances

Reports

Areas Groups Adjustment Reasons Price Lists Item Types Debit Note Stock Counts Adjustments Refund Transfers



Reports



LTSM, e-Books & Library

We have supported Educational Libraries for more than 20 years.

With features refined over 20 years and technology that facilitates unsurpassed customisation, Edupac satisfies the unique management requirements of libraries of all sizes and specialisation.

Using the Edupac LTSM, Text Book and Library Management system you enable the:

- Discovery of books and learning resources from our on-line central repository with easy search filters and multiple topic key words.
- Effective management of all library services, e-books and digital and curriculum resources, to make your institution a centre for innovative learning.

Our software is developed to meet the specific needs of libraries supporting engagement with students and the entire school community.

- Acquisition: Book orders, receipt and invoices related to quotations, procurement and purchase
 of items.
- Catalogues: Dewey Classification, categorizing and index of all materials stocked.
- . Circulation: Audit trail for Inventory issued, reserved, damaged and written-off.

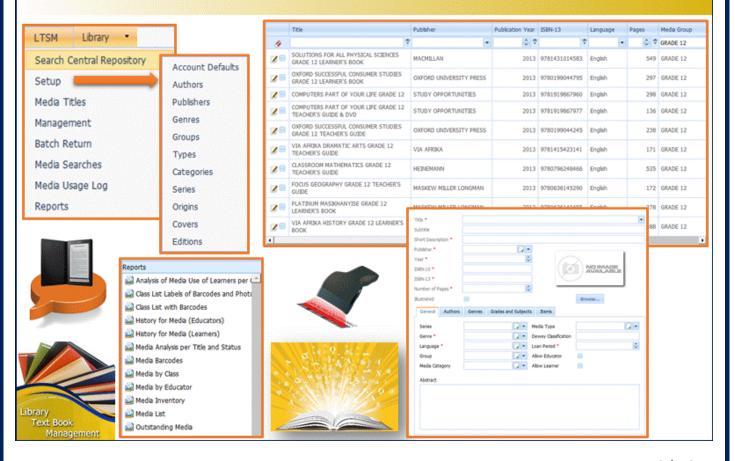
Important Features:

- Bar Code Technology: The software is able to create, print and read barcodes. This enables the
 effective tracking of all the materials.
- Multimedia: The software provides a feature to upload item images in your inventory if it is an e-book, DVD, CD, magazine or LTSM.
- Printing: The printing of barcoded User ID cards is a great plus. This automates the history of every member and keeps track of materials issued and returned.
- Topic search: Unlimited topics and key words can be assigned to an item.





LTSM, e-Books & Library





- on Grades, Classes, Subjects and Educators.
- Flexible Time, Cycle and Period Management
- 1 INPUT SCREEN for ALL Allocations
- Unlimited Subjects, Subject Groups, Keys and Combinations
- Import Educators, Grades and Classes via CSV / Excel from 3rd Party Systems
- Multiple Solutions and Scenarios
- Hosted Solution FREE TRIAL



Timetable results generated in seconds!

http://timetable.tswela.co.za

Tswela Timetable

Reliable Tswela School Timetable Software

Use our fast, easy and reliable timetable software for your school.

Timetabling could not be easier with our simple colour-coded steps!

Not only does Tswela Timetable Software provide a secure framework to get your school Timetable up and running quickly, but human support is only a phone call away.

Timetable Helpdesk

Our capable helpdesk consultants will provide all the software support you might need, every step of the way. Their knowledge is backed up by a strong team of software engineers who is dedicated to the best Timetable and Software Support in the industry.

Fastest Integrated Timetable Software

Why is our timetable software so fast?

At Tswelaweuse SQL database technology that makes data mining super fast.

This means that Timetable data is indexed to ensure that data retrieval is quick and efficient.

The TswelaTimetable is 100% integrated with Edupac SchoolLink and absorbs new information automatically. No manual data imports of new teachers, classes or subjects for your timetable is necessary.

- User-friendly and Online
- Multi-user data entry and usage
- One input screen for allocations and selection.
- ☑ Detailed timetable help videos and documentation
- ☑ Timetable result options can be stored and compared



on the Tswela File Server.

Efficiency at it's best!





Tswela Timetable

ONE Input screen for ALL Selections and allocations!

Multiple Timetable scenarios and options can be saved for comparison and restored again.

Educators, Subjects and Grades with Classes can be imported or exported.

10-Day Cycles 20 Periods per Day



Add / Edit / Remove Grades and Classes

Add / Edit / Remove Subjects



Communications Portal

- Guardians Register On-line with School
- · No 3rd Party Software to Install
- · Access to Portal via any Internet Connection
- View School Documents and Newsletters
- View School Calendar Activities
- · View Account Information
- · View Selected Learner Portfolio Information



https://portal.edupac.co.za

Communication Portal

Our Communication Portal is fully integrated with your Edupac system.

The Communication Portal establishes an easy and secure information channel between Guardians / Parents, Account Holders, Educators, S.G.B. Members and the School Management Team.

Advantages over other 3rd Party Communicator applications:

- ◆ No data duplication or re-capturing all information is synchronized real-time.
- All selected contact information is immediately available from your Edupac system.
- Administration activates Guardian / Parent applications and assign usage rights.

Guardians / Parents have access to:

- ◆ General Information: Newsletters, School Calendar Events and Activities, Documents.
- Student information: Timetable, Attendance, Curriculum results, LTSM, Conduct etc.
- Account Information: Up-to-date Statements and Balances outstanding.

Online enrolments:

Future Enrolments with basic information for next year's waiting lists can be received electronically.

Educator & Classroom Management:

- Find Student Information quick and easy.
- ◆ Capture Daily Student Attendance & Conduct in the Classroom.
- Apply for Leave.



No Installation required
No Downloads or Patches
Secure On-line Registration
No 3rd party Advertisements
Upgrades are seamless on Hosting Site



Mobile Apps:

Free Download
Secure Registration
Use Unlimited devices
Group Specific Messages
App Notifications can be activated
School can create Advertising Banners

EDUPAC

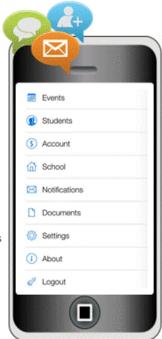
This application will provide Guardians & Parents with real-time access to <u>ONLY</u> their child's information.



Information available:

- Student Personal Information
- · Student Absenteeism
- Student Conduct
- · Student Library & LTSM Issued
- Student Academic Assessments
- School Newsletters
- · School Calendar and Activities
- · School Instant Notifications
- Your Account Balance





Communication Apps

This application provides Staff Members with real-time access to their own and student information.



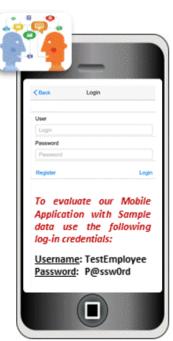
Information available:

- Employee Personal Information
- Leave Application
- Emergency Student Information
- Capture Student Absenteeism
- Capture Student Conduct
- · Academic Assessments
- School Newsletters
- School Calendar and Activities
- Instant Notifications









Available in English, Afrikaans or French.

EDUPAC

Export for SA-SAMS

Edupac Export Options and Checklist School: General, Cycle, Grades and Classes Information School: Selected Subjects School: Employees & Educators

School: Students & Guardians

Students: Marks

Students: ANA Results

Students: Absenteeism

Students: Conduct

Students: Future Learners

Employees & Educators: Leave & Absenteeism

etc...



EXPOR'





education

Department of Education REPUBLIC OF SOUTH AFRICA

SA SAMS



EDUPAC

SMS for SA-SAMS



