

# AL-AZHAR DENTAL COLLEGE

(APPROVED BY DENTAL COUNCIL OF INDIA & AFFILIATED TO KUHS)  
RUN BY NOORULISLAM TRUST  
PERUMPILICHIRA P.O.,THODUPUZHA,IDUKKI DIST.,KERALA-685605

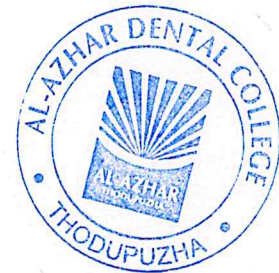
## 6.2.2 Implementation of e-governance in areas of operation

1. Academic Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

### INDEX SHEET

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1.	Certificate of the Head of Institution	02-03
2.	Policy document	04-09

Prof. Dr. Harvey Thomas MDS  
Principal  
Al-Azhar Dental College  
Thodupuzha - 685 605





Off : 04862 224366  
Fax: 04862 229586

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**CERTIFICATE OF THE HEAD OF THE INSTITUTION**



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PERUMPILICHIRA P. O., THODUPUZHA, IDUKKI DIST., KERALA- 685 605

PROF. Dr. HARVEY THOMAS, MDS

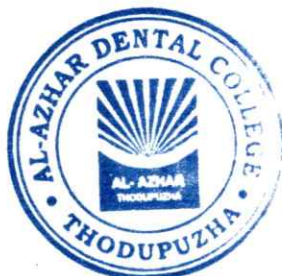
PRINCIPAL

## TO WHOMSOEVER IT MAY CONCERN

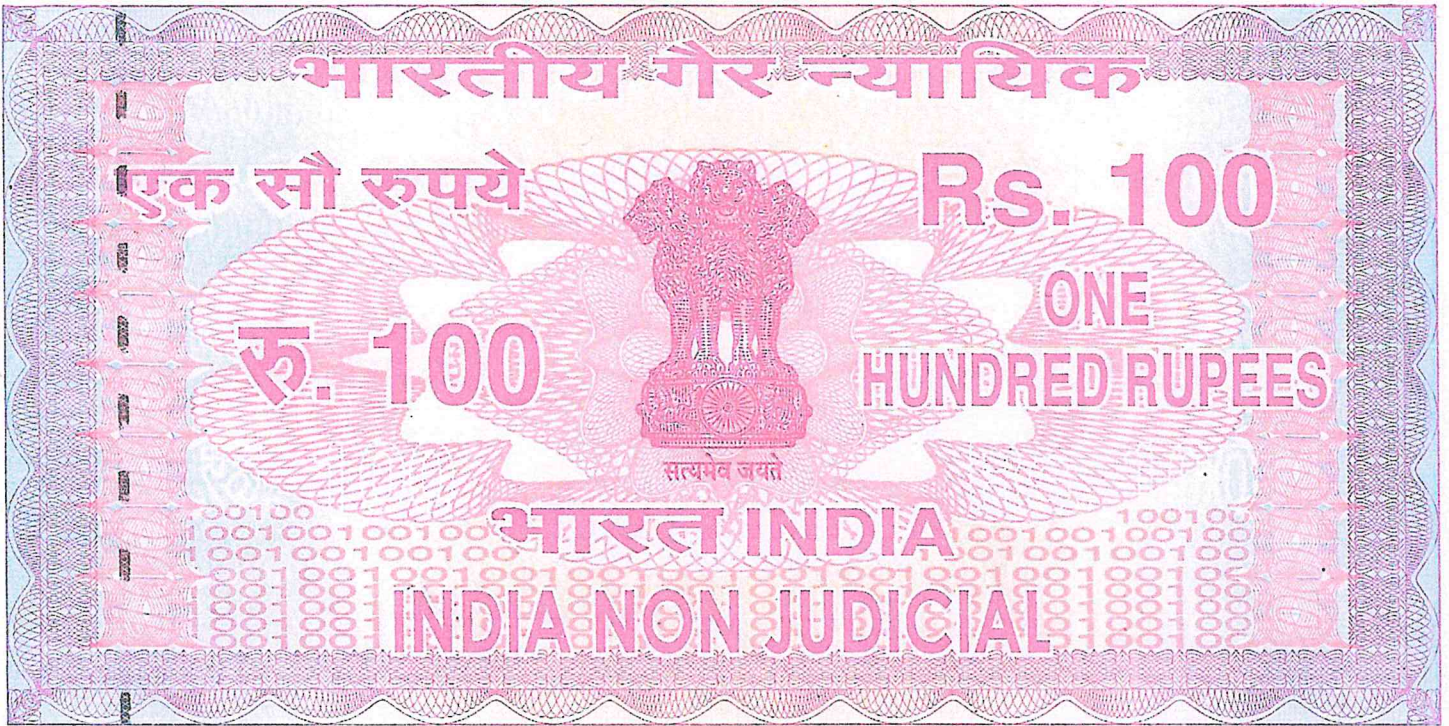
This is to certify that our institution has implemented e-governance in the following areas of operations:

- 1, Academic planning and operations
- 2, Administration
- 3, Finance and accounts
- 4, Student admission and support
- 5, Examination

Details are given below



Prof. Dr. Harvey Thomas MDS  
Principal  
Al-Azhar Dental College  
Thodupuzha - 685 605



കേരളം കേരल KERALA

AT 251672

**EMBASE Pro-Suit - Campus Management Software Service Agreement**

This Software as a Service Agreement (the "Agreement")  
is made and entered into as of this

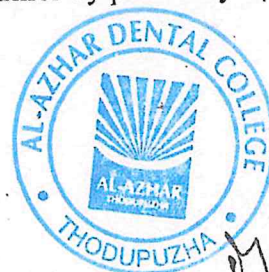
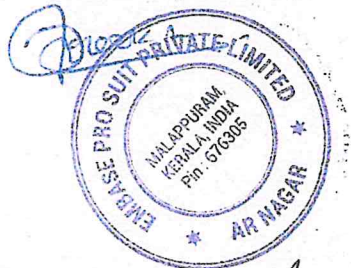
29<sup>th</sup> day of 2022 December (The "Effective Date")

By and Between

1. EMBASE PRO SUIT PRIVATE LIMITED, existing and organised under the Laws of Indian Companies Act, whose address is AR NAGAR, MALAPPURAM 676305, KERALA, INDIA. Hereafter Called "Service Provider".
2. Al-Azhar Dental College, Perumpillichira, Thodupuzha, Kerala, 685581. Hereafter Called "Consumer".

**Terms and Conditions**

1. Agreement: Prepare this agreement by the Service Provider, handover to the Consumer. The Consumer signs this agreement, sends it to the Service Provider by post or by email. The Service Provider also signs the agreement and sends the copy to the Consumer by post or by email.



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AL-AZHAR DENTAL COLLEGE  
THODUPUZHA, KERALA - 685 605

2018  
5.5.15

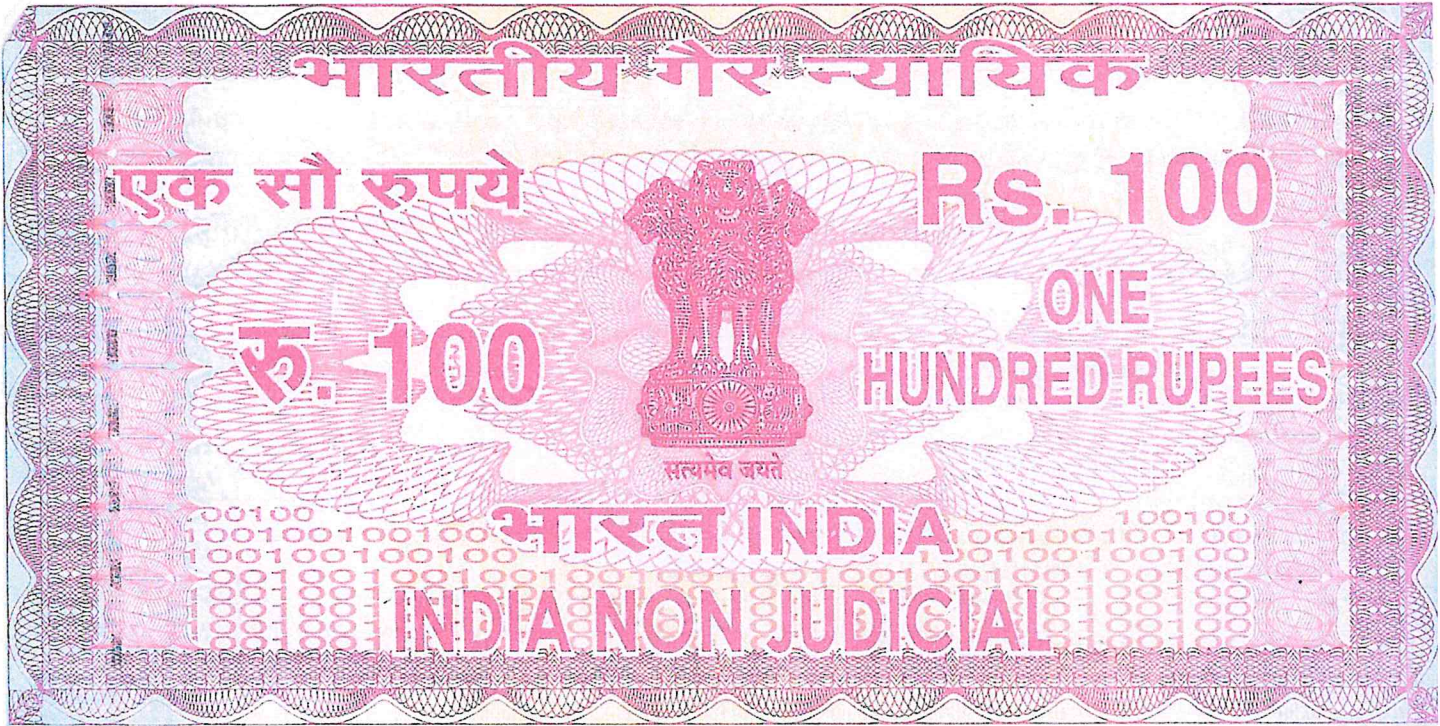
EMBASE Cloud Pro-Suit - Campus Management Software Agreement

Page: 1

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റ്റി.ആർ. കുഷ്ണകു

Dental College Perumpillichira





കേരളം കേരल KERALA

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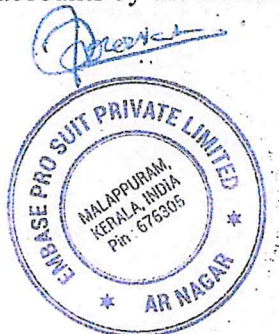
2. Plan and Pricing: EMBASE software is categorized into four different Plans. Each Plan varies with its modules, features and price.

- Selected Plan : as per the quotation/sale order (attached)
  - Cost of the Plan : as per the quotation/sale order (attached)
  - Modules : Refer Why EMBASE Booklet (attached)
  - Add on Modules : Refer Why EMBASE Booklet (attached), which is chargeable.
- All the above attachments will form part of this agreement.

3. Invoice and payments: the **Service Provider** should prepare the invoice and share it to the **Consumer**. Transfer the agreed payment to the **Service Provider** by the **Consumer** as per the payment terms.

4. Payment term: The **Consumer** must pay the amount to the **Service Provider** in advance up on the agreement.

5. Documents: The **Consumer** should hand over the profile of the institution, contact details, high resolution logo and Data of the Students, staff, library books in excel sheet to the **Service Provider**. Options are available to create accounts by the teachers and by the students.



*[Handwritten Signature]*

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AL-AZHAR DENTAL COLLEGE  
THODUPUZHA, KERALA - 685 605

39553 29/12/2022  
EMBASE Cloud Pro-Suit Campus Management Software Agreement Page: 2

Sold to: *[Handwritten Name]*

*[Handwritten Name]*

*[Handwritten Name]*

M. ARUN  
For M. K. Murali  
Stamp Vendor  
*[Handwritten Name]*



28 DEC 2022

6. Training of the application: The **Service Provider** should conduct training to the **Consumer** mentioned in the next clause. Further training will be charged to the **Consumer** by the **Service Provider**.

7. Timeline for the implementation of the application and Training sessions

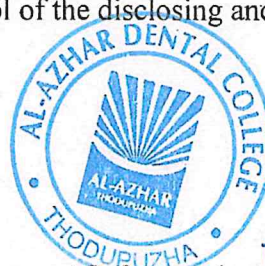
SL	Stages of the Implementation	Description
1	Signing of the Agreement	Both parties has to sign the agreement
2	Transfer the Payment	The payment is to be transferred by the <b>Consumer</b> to the <b>Service Provider</b>
3	Domain Creation	Next working day after transferring the Payment. Domain details will be transferred to the <b>Consumer</b> .
4	Data Migration Process	<b>Service Provider/Application</b> provides the data templates for collecting the data. <b>Consumer</b> returns/import the data of student, library and fee outstanding and will process by the <b>Service Provider/Application</b>
5	Training of EMBASE Pro Suit	Training of the application to the <b>Consumer</b>
6	Number of training sessions	Three free online sessions and One offline session.

8. Customer Support: If any type of bugs or issues can be forwarded to the customer support through designated ERP. The **Service Provider** prioritizes the issue and rectifies, updating on ERP which is accessible to the **Consumer**. FAQ is available to access by the users of EMBSE Pro Suit.

9. Terms: This Agreement shall take effect on the Effective Date and shall continue in force for Two (2) years (the "Initial Term"). Thereafter it will be renewed for one (1) year renewal terms unless terminated by either party with Sixty (60) days notice prior to the end of the initial or any renewal term.

10. Confidentiality: The parties agree that any Confidential Information provided under this Agreement shall be held and maintained in strict confidence. Each party agrees to protect the confidentiality of such information in a manner consistent with the way a reasonable person would protect similar Confidential Information. "Confidential Information" means the information and materials noticed or marked by the **Service Provider** or the **Consumer** as confidential and proprietary, or which should reasonably be understood as confidential and proprietary given the nature of the information or materials. "Confidential Information" does not include information that (i) is already known to the receiving party at the time it is disclosed and has not been obtained wrongfully, (ii) becomes publicly known without fault of the receiving party, (iii) is independently developed by the receiving party, (iv) is approved for release in writing by the disclosing party, (v) is disclosed without restriction by the disclosing party to a third party, or (vi) is disclosed pursuant to legal obligations beyond the control of the disclosing and receiving parties.

*[Handwritten Signature]*



*[Handwritten Signature]*

PRINCIPAL  
AL-AZHAR DENTAL COLLEGE  
THODUPUZHA, KERALA - 685 605

11. Legal Action: At the Service Provider's request, the Consumer shall cooperate fully with the Service Provider in any and all legal actions taken by the Service Provider to protect its rights in the Service Provider's Application (EMBASE Pro Suit) and in the Service Provider's Confidential Information.

12. Any additional customization will not be charged to the Consumer, for a period of one year. In the purchased package of enterprise module

13. Taxes: will be changed according to the Indian Tax law and will be responsible to pay by the Consumer

14. This agreement shall be the most recent version distributed by the Service Provider in the English language in the form of document files and one (1) set in hardcopy. The Consumer acknowledges that the Documentation is protected by copyright and may be reproduced or translated only as permitted in this Agreement. Any translations of Documentation are derivative works and are owned by the Service Provider.

15. Amendment: This Agreement shall not be deemed or construed to be modified, amended, rescinded, cancelled or waived, in whole or in part, except by written amendment signed by the parties hereto.

16. No Third Party Beneficiaries: No entities not a party to this Agreement shall be deemed third party beneficiaries, hereunder.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written.

EMBASE PRO SUIT PRIVATE LIMITED

Signature,



Signature (For the Service Provider)

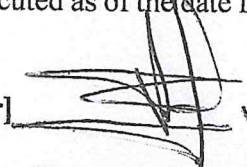
Date: 29/12/2022

By: Firoz K A

Title: CEO



[The Consumer]



Signature, PRINCIPAL  
AL-AZHAR DENTAL COLLEGE  
THODUPUZHA, KERALA - 685 605

Signature (For the Consumer)

Date:

29th Dec 2022

By:

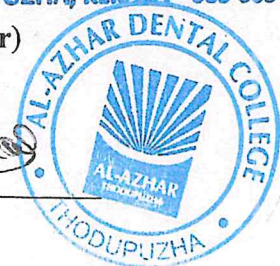
Dr. Harvey Thomas

Consumer Name

Title:

Principal

Designation



# AL-AZHAR DENTAL COLLEGE

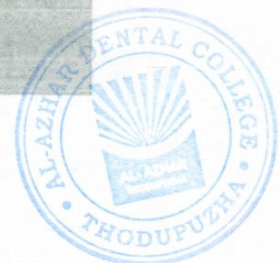
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## EMBASE Pro Suit Standard: Modules and its Features

MODULES	FEATURES
1. User Management	<ul style="list-style-type: none"> <li>• Automatic user creation, link sharing to email</li> <li>• Role based login (super admin/office/tutor/etc.)</li> <li>• Reset of user details using registered mobile/email</li> <li>• User suspend option (individual/bulk)</li> <li>• Student sign up and Approval by the teachers</li> <li>• Batch transfer facility of students</li> <li>• Suspend option (roll out/ discontinued / resume)</li> <li>• Export to excel (with required fields)</li> </ul>
2. Student Management	<ul style="list-style-type: none"> <li>• Student reports and own template settings</li> <li>• Student summary based on gender, caste, quota.</li> <li>• Permission to the students on editing their data</li> <li>• Student profile (a complete details of a student)</li> <li>• Role based student data access to the teachers</li> </ul>
3. Staff Management	<ul style="list-style-type: none"> <li>• Staff signup and approval</li> <li>• Faculty login and user dashboard</li> <li>• Export to excel (with required fields)</li> <li>• Self-assessment report for staff</li> <li>• Faculty transfer facility (roles and courses)</li> <li>• Department wise - tutor list</li> <li>• Qualification and experience history</li> <li>• Paper presentation records</li> <li>• Seminar attendance and presentation records</li> <li>• Record of book and journal publications</li> <li>• Staff leave application from mobile application</li> <li>• Approval by the reporting staff</li> </ul>
Staff Leave	<ul style="list-style-type: none"> <li>• Email communications on leave transactions</li> <li>• Validation of approved leaves by the authority</li> <li>• Leave allocation of staff members</li> <li>• Leave reports based on the validations</li> </ul>
4. Departments	<ul style="list-style-type: none"> <li>• Department creation</li> <li>• Head of the departments and their periods</li> <li>• List of principals in order, active with duration</li> </ul>
5. Programmes	<ul style="list-style-type: none"> <li>• Programs, graduations, sectors, specializations</li> <li>• Activate second language, displays</li> <li>• Batches for each admission year</li> </ul>




Prof. Dr. Harvey Thomas MDS  
Principal



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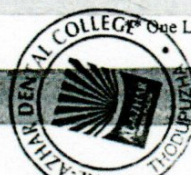
## E-GOVERNANCE ARCHITECTURE DOCUMENT

### EMBASE Pro Suit Plans

SL	MODULES	STANDARD	PROFESSIONAL	ENTERPRISE
A	ADMIN CONSOLE	✓	✓	✓
S	STUDENT/PARENT APPLICATION	✓	✓	✓
M	MENTOR APPLICATION	✓	✓	✓
1	USER MANAGEMENT	✓	✓	✓
2	STUDENT MANAGEMENT	✓	✓	✓
3	STAFF MANAGEMENT	✓	✓	✓
4	DEPARTMENTS, PROGRAMMES	✓	✓	✓
5	BATCH MANAGEMENT	✓	✓	✓
6	COURSE/SYLLABUS STRUCTURE	✓	✓	✓
7	STUDENT ATTENDANCE	✓	✓	✓
8	INTERNAL ASSESSMENTS	✓	✓	✓
9	FEE COLLECT, DCB REPORTS	✓	✓	✓
10	TRANSFER CERTIFICATE	✓	✓	✓
11	COURSE/BONAFIDE CERTIFICATE	✓	✓	✓
12	STUDENT/FACULTY TRANSFER	✓	✓	✓
13	TUTOR MANAGEMENT	✓	✓	✓
14	ROLE MANAGEMENT (USERS)	✓	✓	✓
15	BULK NOTIFICATION DASHBOARD	✓	✓	✓
16	ONLINE ADMISSION PORTAL		✓	✓
17	INTEGRATED LIBRARY (EMCIAL)		✓	✓
18	ID CARD - STUDENT		✓	✓
19	APC / SAR / CCA / HAR REPORTS		✓	✓
20	NOC, STUDENT PROFILE		✓	✓
21	CLUB MANAGEMENT		✓	✓
22	HEALTH MGT, DIGI LOCKER		✓	✓
23	AC. CALENDAR, DAY ORDER			✓
24	STUDENT SERVICES			✓
25	SCHOLARSHIP & FEEDBACKS			✓
26	CURRICULUM PLAN			✓
27	LESSON MANAGEMENT			✓
28	PRE RECORDED VIDEOS			✓
29	LEARNING MANAGEMENT SYSTEM			✓
30	GO LIVE CLASSROOM**			✓

Total Modules: 29

Why EMBASE Pro Suit APPLICATION?



Prof. Dr. Harvey Thomas MDS

Principal  
Al-Azhar Dental College  
685 605

P. PRINCIPAL

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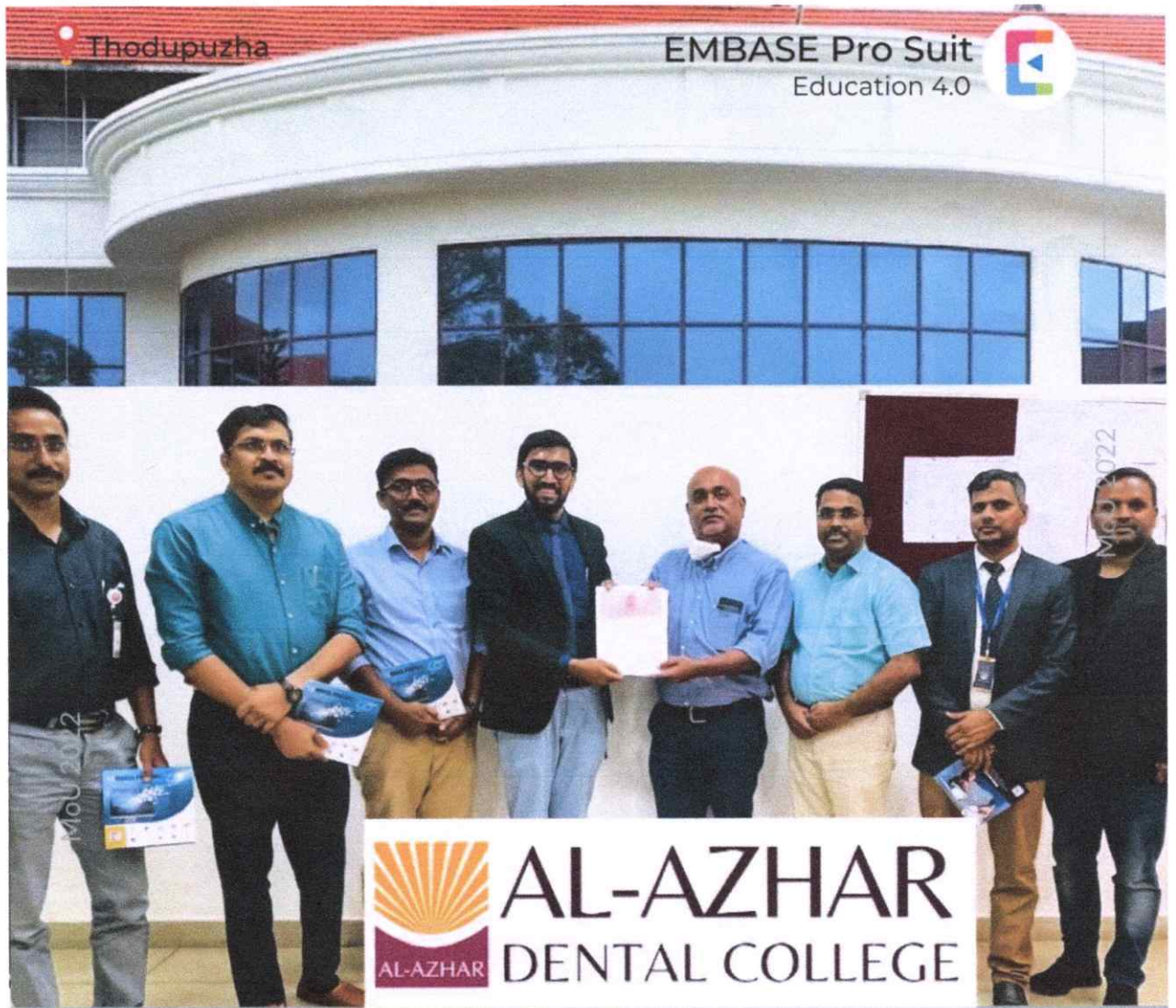
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## MoU signed with EMBASE Pro Suit Pvt Ltd



MoU signed with EMBASE Pro Suit Pvt Ltd



Call 1800 123 8700  
egov.embase.in

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Principal  
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