

ESAAP Education Automation Software Selection Checklist

ESAAP-Campus Analytics and Automation

Use this worksheet to compare automation platforms by workflow depth, users, reports, rollout effort, and decision value.

1. Current operating pressure

- Which process causes the most follow-up today?
- Which departments maintain separate records?
- Which reports are delayed or manually prepared?
- Which users depend on office counters or phone calls?

2. Workflow depth

- Can the platform show entry, verification, approval, alert, dashboard, and report?
- Can standard modules and custom activities work together?
- Can exceptions, returns, corrections, and pending owners be tracked?

3. Role-wise access

- What does management see?
- What do administrators, faculty, accounts, exam, IQAC, students, parents, and IT see?
- Which sensitive actions need tighter permission?

4. Reports and outputs

- Which dashboards are required for leadership?
- Which exports are needed for finance, exams, compliance, or review meetings?
- Which reports must be available before go-live?

5. Decision note

- First workflow to demonstrate:
- Departments involved:
- Data to prepare:
- Decision required after demo:

Use this resource during your ESAAP review, demo preparation, pricing discussion, or rollout planning conversation.

Contact: sales@esaap.in | +91 85558 62483 | Nizampet, Hyderabad, TG 500090