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School Accounting System: An Evaluation of the Importance A Mechanized School Finance Management And Accounting System In An Institution

Sinyangwe Andrew C[1], Dr. S. Arun Mozhi Selvi[2]

[1]Msc Student, DMI-ST. Eugene University, Zambia.
[2]M. E PHD 3DMI-ST. Eugene University, P.O. Box 330081, Chibombo, Zambia
Assistant Professor, Department of Computer Science and Engineering, Holy Cross Engineering College Thoothukudi, India

ABSTRACT

Excellent finance management and query free handling of institutional finances is an integral part of the success of any organization, this project evaluates the importance of a mechanized Accounting and Finance management system to see how it varies from various other ways of managing organizational finances like the system used at the school named Nsadzu Day Secondary School in Chadiza Zambia. The evaluation of this dissertation will be achieved by using a combination of programming languages like HTML, PHP, JAVACRIPT, MySQL and CSS to create a finance management system and try it in the institution to evaluate the difference it creates in the real time environment like the above-mentioned school.

INTRODUCTION

Nsadzu Day Secondary School is a school with the Junior Secondary running from and secondary section starting from grade eight (8) to grade nine (9) and Upper Secondary starting from grade ten (10) to twelve (12), It is managed by the Headteacher, deputy headteacher and heads of departments who make sure that the affairs of the school run smoothly after receiving instructions from the District Education Board Secretary (DEBS). The Accounts department is managed by an appointed teacher from the members of staff who is referred to as the School Accounting officer. Learner records and information are managed manually and records are made in a hand written format. Payment of school fees, issuing of receipts, reporting on financial statuses are all done manually. and this has proven to be a huge and hectic job for one person to perform as a lot of funds are received from the DEBS and has to be manually divided into various percentages.

LITERATURE REVIEW

Jennifer VanBaren (2000) defines computerized accounting as the accounting done with the aid of a computer. It tends to involve dedicated accounting software by digital spreadsheets to keep track of a business or client's financial transactions. Computerized accounting involves the use of computers to handle large volume of data with speed, efficiency and accuracy aimed at overcoming the fundamental however, does not mean change in principle, the principle of accounting remains the limitations of manual accounting and hence producing quality and reliable work same with day books ledgers double entry only that the accounting processing is done by computer packages (ACCA).

Marivic (2009) described a computerized accounting system as a method or scheme by which financial information on business transactions are recorded, organized, summarized, analysed, interpreted and communicated to stakeholders through the use of computers and computer-based systems such as accounting packages. He emphasized that it is a mechanized process of facilitating financial information inflows as well as the automation of accounting tasks such as database recording and report generation. Marivic adds that keeping accurate accounting records is a vital part of any organization. Apart from helping it to keep its float financially and legal, it is a requirement of funding bodies or donors. However computerized accounting system involves the use of computers to handle large volume of data with speed, efficiency and accuracy.

Gorton, (1999), found that the need to facilitate financial management is another motivational factor for adopting accounting software in the small businesses. Some of the researchers also have found a link between the use of CAS and enhanced business performance.

A study done by Mohammed Amidu, et.al. (2011), in their research study they explained the role of electronic – accounting (e- accounting) among SMEs of Ghana country. The study based on survey methodology using sample of systematically selected SMEs in the country. They collected data from 50SMEs out of 200 sample size, which shows less response percentage (29%). The sample includes both users and non- users of electronic accounting.

They concluded in their study that almost all the SMEs give lot of importance to financial information and employing chartered accountants to handle their accounting information.

Majority of SMEs use the software for accounts receivables, accounts payables, inventory management, payroll, fixed assets management, bank reconciliation and cash management. They generally face the problem in supply of electricity. Most of them are happy with the performance of their accounting software. They further suggested that SMEs in Ghana adhere to good and standard accounting principles in their adoptions. The adoption of e-accounting would ensure proper accounting practices. SMEs with proper books of accounts are often capable of attracting external financing easily than those with no good records. Thus SMEs that maintain good accounting and management information tend to be viewed favourably by finance providers.

PROPOSED SYSTEM

The School Accounting System will be created in such a way that will make the user to store the details of the learners in a database which will be easy to retrieve whenever it is needed. The user will need to log in into the system in order to be able to use it. It will only be used by one person relevant to a certain group of information. This person called the

administrator will view a list of learners that have applied and using the agreed upon criteria a list of learners will be accepted from there and an allocation will be done to various classes from which other administrators will allocated learners to various tasks and other operations necessary to be performed. Also, on the part of the learner, they will be able to request for a statement of accounts which will not take long to be generated just by a simple search function for their details. I can say that the School Accounting System will have the highest priority because there are many problems that will be solved by using this system.

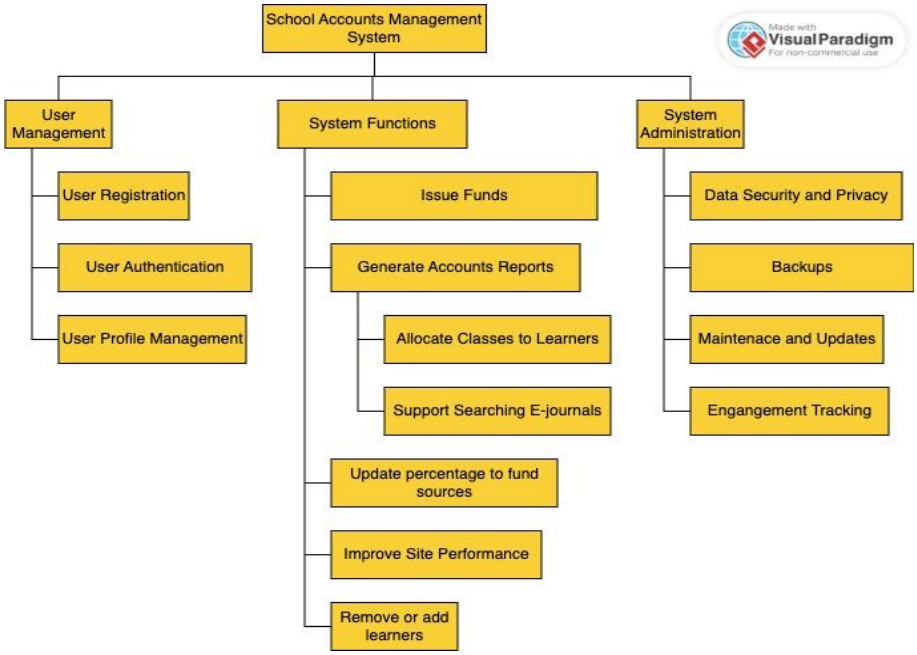
Operational Environment.

The School Accounting System (Nsadzu Day Secondary School) will require the following requirements in its operation.

Table 1. 1 Operational Environment

Operating System	**Windows xp-windows 10, Linux, mac.**
User Interface	**Html, css, html5**
Client Slide Scrip	**Java script**
Programming Language	**Php**
Database	**MySQL**
Web server	**Apache server 2.5 and above**
Web browser	**Firefox, Google chrome, Microsoft Edge or opera**
Work bench	**Notepad++ and or sublime text editor.**
Program carrier	**200 MB of data space before storing to hard drive.**

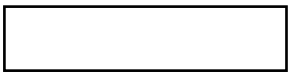
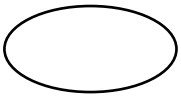
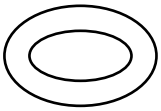
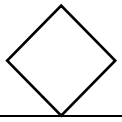
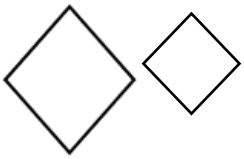
ANALYSIS AND DESIGN



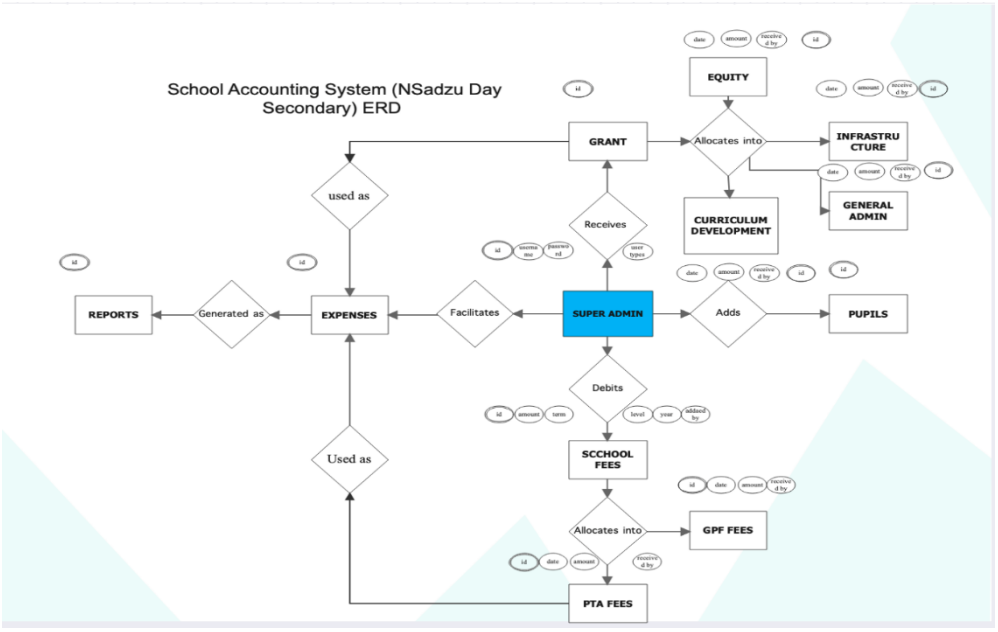
Entity Relationship Diagram.

An entity relationship diagram is a data modeling mechanism that creates a graphical representation of the entities and the relationship between those entities with an information system. The table below highlights some symbols that will be used in the entity relationship diagram.

Table 1. 2 ERD Symbol Description

SYMBOL	NAME	DESCRIPTION
	Entity	An entity is an object or concept about which information is stored.
	Weak Entity	Entity that depend on some other entity type as they do not possess any unique attributes.
	Attribute	These are columns in the database that represents characteristics of an entity.
	Multivalued attribute.	Those that are capable of taking more than one value.
	Relationship	Meaningful associations among entities.
	Weak relationship	A relationship that exists between a weak entity and its owner.

The demographic data of the study provides essential context for understanding the characteristics of the population in Lilongwe T/A Njerwa and how these characteristics may influence cross-cultural communication challenges. This summary outlines the key demographic features of the study participants, including age, gender, education level, occupation, and cultural background.



FUTURE ENHANCEMENTS

Having worked on the School Accounting system and reviewed its importance and how easy and efficient it makes the work of the entire school management. The following are some of the most important future enhancements I would propose to the upgraded system from this system.

1. **Automate the Entire School Management System.**

Turing the entire operations of the school system can make a lot of work easier for the school management. This means building a system that take care of all other components of the school management like test results, school database, automated marks generation and other school managerial components.

2. **Instant Parent Communication Features.**

There is need for an instant communication with the parents concerning fees for their children, the system should be able to send an email to the parents or a short message service reminding them about the outstanding balance for their child and the payment deadline.

3. **Make the system online.**

As stated earlier in the documentation, this system is to be run. On a local host server which will not be able to provide remote login or reporting, so it is very important to make sure that the system goes online so that the above problem can be solved.

4. **Add Supplier Management System.**

Ordering of supplies for the school and processing of payments and purchase orders to be make possible so that suppliers can be given a simple portal to submit all bidding documents and all other accounting documents to facilitate purchase of goods.

5. **Online Payment.**

The system to allow parents to make online payments through various platforms like banks and mobile money banking services so that payments can be made remotely by parents. And an online receipt can be received.

CONCLUSION

The research conducted proved that the current system is inefficient, computerizing the whole system will make work easier, information and retrieval will improve and integrity to information flow such as Accounts fund management, and management of various financial records. The new system has

been designed and developed to solve all of the inefficiencies portrayed by the current system. A tedious level of work is usually given to the school accounting officers to make sure that records are done in a systematic way and reports are clearly and are done with a high level of integrity where correctness and rules are followed in the way the work is conducted. This means that when the whole system is mechanized, the above important features are to be archived and the management or supervisors will also have an easy way to work.

This system is mainly concerned with addressing the issue of management of accounting information at Nsadzu Day Secondary School. The school has many parts of transactions that require automation. This system has therefore been designed to solve the problem that it was designed to.

The new version of this system of the school accounting system will need to Intergrate the other school management parts of the education system which would require a dedicated module that sorts out the standardized accounting way of reporting such as student financial standings accommodationist which the Hostel Management System (Evelyn Hone College) is currently not able to do.

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