



Client Case Study : Ei Shiksha – Streamlining HR Processes with ASC HRMS

I. About Ei Shiksha

Ei Shiksha (formerly Large-Scale Education Programme) is the vertical of **Educational Initiatives (EI)** dedicated to improving learning outcomes at scale in India. By leveraging EI's expertise in EdTech and assessments, Ei Shiksha reaches thousands of students from low-income backgrounds. The team collaborates with CSRs, HNIs, government bodies, and foundations to make *“learning with understanding”* possible for every child.

At the heart of this mission are **500+ Shikshasathi teachers**, traveling from one school to another, ensuring no child is left behind in the journey of learning.

II. The Challenge

Managing a mobile workforce of over 500 teachers brought several challenges:

- **Employee onboarding** and generating appointment letters was slow and manual.
- **Attendance tracking** on paper caused errors and delays.
- **Leave management** was manual and prone to miscommunication.
- **Daily travel expenses** were difficult to track and approve.
- **Payroll processing** required multiple approvals and manual calculations, leading to delays.
- **Reporting** for management and accounts was time-consuming.
- **Employee exit process** (final settlements, relieving letters) was also manual and slow.

As one manager shared:

“We were spending more time on paperwork than on supporting our teachers and students.”

III. The ASC HRMS Solution

ASC HRMS provided a **comprehensive, user-friendly solution**, covering the full HR lifecycle:

1. **Employee Onboarding & Appointment Letter Generation**
 - New teachers are onboarded quickly through the system.
 - Appointment letters are generated automatically, reducing HR workload and errors.
2. **Automated Attendance Management**
 - 500+ teachers track attendance via **mobile sign-in/sign-out**, supported by **geo-tagging and geo-tracking**.
 - Real-time attendance ensures accuracy and accountability.
3. **Seamless Leave Management**
 - Teachers apply for leave via the system.
 - Managers review and approve instantly, eliminating delays and confusion.
4. **Daily Travel Expense Tracking & Automated Payroll**
 - Teachers submit daily travel claims through the mobile app.
 - Workflow: Teacher applies → Manager approves → Higher authority approves → Accounts team processes payment automatically.
 - Reimbursement claims generate **debit notes** for transparency.
 - Payroll is fully automated, and after **accounts approval, monthly salary statements** are generated for every teacher.
5. **Reporting & Insights**
 - HR managers and accounts teams can generate real-time reports on attendance, expenses, leave, and payroll.
 - Quick insights allow better decision-making and operational efficiency.
6. **Automated Employee Exit Process**
 - Final settlements, relieving letters, and exit approvals are now automated.
 - Reduces delays, ensures accuracy, and improves the employee experience at exit.

IV. The Impact

The transformation was significant:

- 80% reduction in time spent on manual calculations and paperwork.
- accurate, real-time, and transparent.
- Expense claims and reimbursements are **fully automated**, with debit notes for accountability.
- Payroll is **timely, error-free, and streamlined**.
- Employee onboarding is **faster and simpler**, reducing HR workload.
- Employee exit process is **automated**, ensuring smooth and accurate final settlements.
- Reports are easily generated, giving management a clear view of operations.
- Teachers and managers can now **focus on learning outcomes**, rather than administrative tasks.

★ Client Testimonial

“The experience is good as of now, best part is that it is user friendly, well customized as per customer requirement and their service support is excellent.”

– **Naman Kumar**

Project Manager @ Educational Initiatives - EI Study

V. Conclusion

With ASC HRMS, Ei Shiksha has transformed its **entire HR process**. From **employee onboarding** to **attendance, leave management, expense and payroll automation, real-time reporting**, and **automated employee exit**, every HR operation runs seamlessly. This has freed up teachers and managers to focus on what matters most: **creating better learning outcomes for children across India**.