

EXCURSION PORTAL

**DIGITIZE WORKFLOWS, IMPROVE TRANSPARENCY, AND
STREAMLINE EXCURSION APPROVALS**



WHY EXCURSION MANAGEMENT NEEDS A DIGITAL RETHINK

Excursions are an essential part of learning, but managing them often feels harder than it should. Teachers juggle forms and emails, approvals move slowly, and parent consent becomes a manual chase.

The problem is not effort. It is fragmentation.

THE CHALLENGE

SCHOOLS FACE TODAY

Excursion planning in schools is still heavily manual. Requests are raised through emails or paper forms, approvals are followed up informally, and parent consent is collected through disconnected channels.

This creates multiple challenges:

- Delays caused by unclear approval ownership
- Limited visibility into approval and consent status
- Manual parent follow-ups and data entry
- Compliance and audit risks due to lack of records
- No centralized view of excursion progress

As excursion complexity increases, these gaps become operational and safety risks.

EMPOWER YOUR SCHOOL WITH A DIGITAL EXCURSION MANAGEMENT PORTAL

Digitize excursion approvals, automate parent consent, and gain complete visibility across teachers, administrators, and parents through a single, role-based Student Portal.

WHAT MAKES THIS SOLUTION DIFFERENT KEY DIFFERENTIATORS

Dual parent consent mechanism through portal and PDF

Automated PDF processing without manual data entry

Structured approval chain ensuring governance

Emergency and medical information captured during consent

Transparent monitoring with status at every stage

Our Approach

End-to End Excursion Workflow



The Excursion Portal introduces a structured, digital-first approach to excursion management, designed around three core principles:

1. **Structure:** Clearly defined steps, roles, and responsibilities
2. **Automation:** Notifications, approvals, and consent without manual intervention
3. **Transparency:** Real-time visibility for teachers, administrators, and parents

Step 1: Excursion Management & Approvals

Teachers can raise excursion requests by entering key details like type, mode of transport, venue, and student count. Requests then follow a structured 3-level approval process (Vice Principal → Finance → Principal) for smooth and controlled approvals.

Step 4: Tracking, Visibility & Status Monitoring

Teachers and administrators get full visibility into each stage, including approval history and parent consent status (Approved/Rejected/Pending), ensuring complete tracking and transparency.

Step 2: Automated Notifications & Task-Based Actions

Each approver receives a task and email notification and can approve or reject directly within the portal. If rejected at any stage, the process stops automatically, ensuring clear accountability.

Step 3: Parent Consent & Digital Confirmation

Once approvals are completed, the system automatically sends consent requests to parents. Parents can respond through the portal or via a consent PDF shared by email, which can be signed and returned.



Capabilities by Stakeholder

Teachers



- Structured excursion request creation
- Real-time visibility into approval and consent status
- Reduced manual coordination and follow-ups

Administrators and Approvers



- Role-based access and decision control
- Task-driven approvals with automated notifications
- Full audit trail for compliance and governance

Parents



- Simple digital consent experience
- Choice of portal or PDF submission
- Ability to update emergency and medical information during consent

Business Impact

- Reduced administrative workload by eliminating manual coordination
- Faster and more reliable approvals
- Higher parent engagement through flexible consent options
- Improved compliance and auditability
- Enhanced operational efficiency across excursion management

Built for the Future

The Excursion Portal is designed as a foundation that can scale into additional modules such as:

- Leave Management
- Learning and Development
- Teacher Directory

This ensures long-term value beyond excursion workflows.

Hi! We are **Nagarro** – a digital engineering leader

Founded in 1996 in the Silicon Valley

As a premium provider for IT consulting & technology services

Listed on the Frankfurt Stock Exchange

Got listed in Dec-2020, after a spin off from Munich-based Allgeier group

Product engineering

1000+ blue chip clients consider Nagarro as their trusted advisor for technology transformation services

Proven global delivery

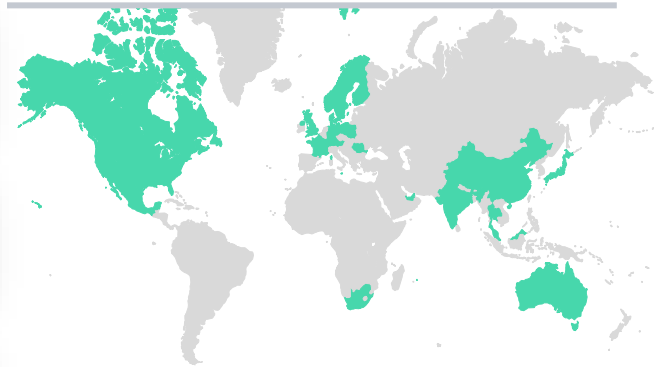
Development centers across India, US, Poland, Romania, Austria, Germany, Norway, Malta, China, UAE and Mexico

About Nagarro

39 countries with registered offices

€1 Billion + Revenue (2024)

17,000+ Nagarrians



No single HQ · Many nations · Lots of diversity · One manifesto



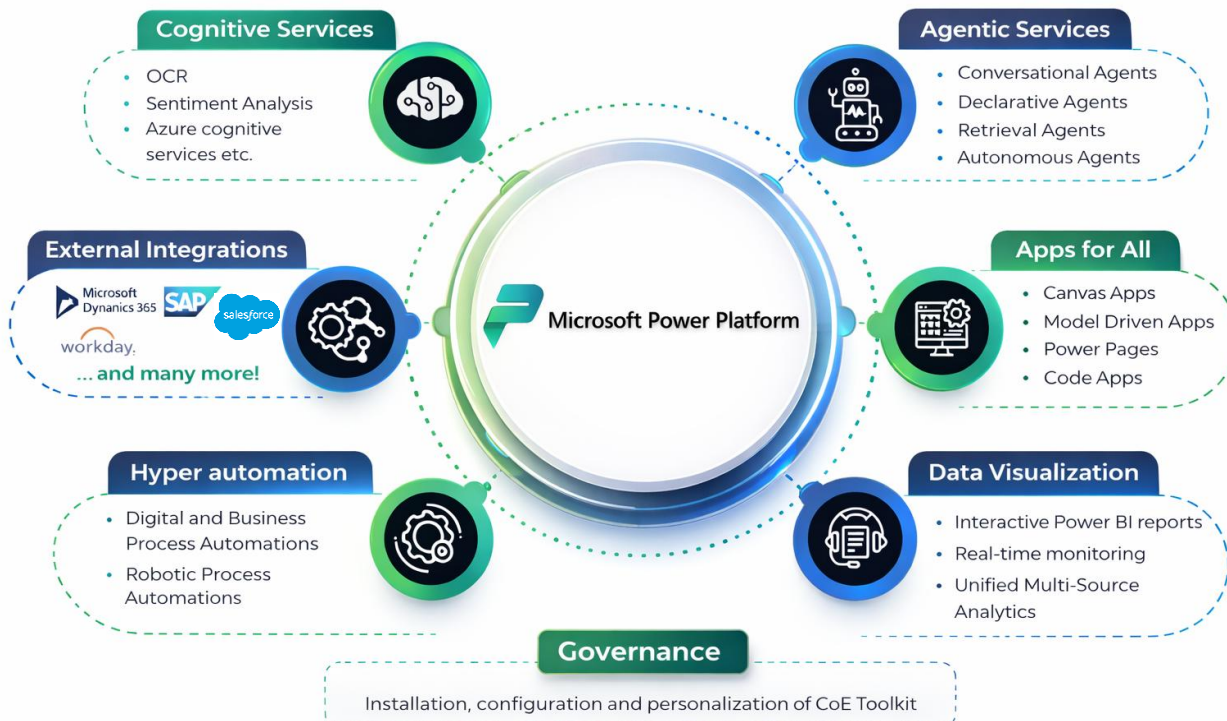
Power Platform @ Nagarro snapshot

200+ Applications	500+ Developers	50+ Clients	10+ Industries served
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Service offerings

Strategic consulting for platform adoption	Agile based app development	Training and bootcamps	Maintenance and support
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A glimpse of MS Power Platform capabilities



Value Proposition

- Strategic advisory and thought partnership to shape digital transformation
- Business impact and ROI at the core of our delivery
- Agility to adapt quickly to evolving business needs
- Multi-disciplinary expertise enabling faster, integrated solutions