

Technolize's: Institute Diagnosis Blueprint

A practical worksheet for institute owners to uncover hidden inefficiencies, time drains & profit leaks — so you can take action.

Hi there!

You built your institute, school or college with a vision, dream and you started too, brought it on a traction as well but now, deep down you know things are not going well as expected. Though you are also teaching the **same curriculum** that your competitors are doing, you are stuck at 1000 students whereas they are doing 3x more than you! Ever wonder why ?

Running an institute isn't easy. Between admissions, fee collections, managing staff, and making sure parents stay happy — your day probably ends before you know it.

But here's the truth:

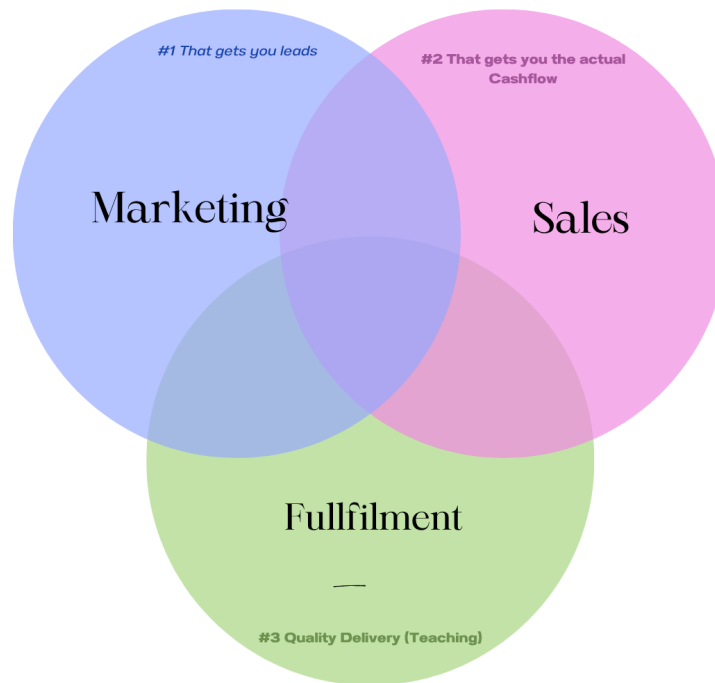
 **It's not about how hard you work — it's about the systems you build.**

This simple blueprint will help you uncover where your institute is silently losing time, money, and future growth — every single month.

Note : This blueprint which we developed is based on analyzing 100+ winning institutes that has actually made their educational business systematic, smoothly running entity.

**Where there's confusion, there's chaos. Where
there's clarity, there's cash flow.**

Let's simplify the process and understand what are the core things in a business!



Are these three “Core” factors balanced in your institute? Are you the only accountable person doing or taking responsibility for all this at the end.

Our Framework will let you focus on the sales part which keeps you getting business and rest we can mostly help you to automate/delegate.



Admissions & Enquiries

Let's start simple.

- When a new parent enquires, do you have a system that automatically follows up until they make a decision?
 - ☐ Yes
 - ☐ No

If “No” then please specify why ?

Because, any leads/enquiry loss means money loss, this money lost by you and earned by your competitors.

And can you, at any moment, see how many enquiries, follow-ups, and admissions happened this month — all in one place?

- ☐ Yes ☐ No

Fees & Payments

Next, Money matters.

Is there steady cash flow in your business? How much will you rate yourself on a scale of 1 to 100 for this.

Below < 30% : Poor

30% to 70% : Moderate

70% : Good

Are parents getting automatic reminders before due dates — without your staff manually calling or messaging?

- ☐ Yes ☐ No

Can you instantly see how much fee is collected vs pending, without having to chase your accountant or dig through papers?

- ☐ Yes ☐ No

 What's your biggest headache in fee collections?

Staff Time & Productivity

Let's talk about your team's time.

- Would you say your staff spends under 1 hour a day on repetitive admin work — like making payment lists or checking attendance?

☐ ☐ Yes ☐ No

- Do you have all your batches, attendance, and student records managed in one place, easily accessible anytime?

☐ ☐ Yes ☐ No

 Anything here you wish was faster or more automatic?

Insights & Decision Making

 Now, some big picture questions.

- Are you getting simple weekly reports that show trends — like admissions, fees, or who might drop out — so you can plan ahead?

☐ ☐ Yes ☐ No

- Do you clearly know which courses or batches bring you the most profit?

☐ ☐ Yes ☐ No

 Is there any data you wish you could see at a glance?



Growth & Marketing

Finally, let's look at new growth.

- Is your website (or social media) bringing you at least 5-10 genuine new leads every month?

☐ ☐ Yes ☐ No

- Do you have a simple way to stay in touch with old enquiries — maybe to upsell, renew, or get referrals?

☐ ☐ Yes ☐ No

 What's one thing you wish your website or marketing did for you?

✓ Wrapping up

🤔 So... how did you do?

- If you ticked more than 4 'No', your institute is likely **losing money, staff time, and future students every month — without you even noticing.**

📝 Any final thoughts or priorities you'd like to note here?

🚀 The good news?

Most of these problems can be solved with smart systems, small automations, and a clear growth plan — which is exactly what we do at **Technolize**.

Connect with our growth expert on a 1:1 clarity call so that we can help you get out of this serious problem! Link : <https://calendly.com/technolize/your-school-tech-consulting>