

## 6.2.3 Implementation of e-governance in areas of operation

- 1. Administration
- 2. Finance and Accounts
- 3. Student Admission and Support
- 4. Examination

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## **6.2.3 - Implementation of E-governance in areas of operation:**

## **E-governance Policy**

## **Objectives:**

- 1. Implementing e-governance in all college-related operations is one of the objectives.
- 2. Improving the college's efficiency in operation.
- 3. Encouraging responsibility, openness, and empowerment.
- 4. To encourage the institution to operate paperless.
- 5. Enabling quick and simple information access.

### **Policy:**

- 1. It is decided to adopt and implement e-governance in all activities of college operating in order to provide easier and competent structures of governance within the institution.
- 2. The college has already started using e-governance in a number of areas, including admissions, the library, academics, exams, and accounting. However, it has been decided to implement e-governance in a few additional areas of the institution.
- 3. E-governance areas: This policy is used into other functional areas, including:
- a). College Website: The college website serves as a mirror of campus information, including notices, events, extracurricular and co-curricular activities, and functionaries. A full-time web developer and team members are employed by the college to upload information. A separate service provider is contracted to host the website. The website also offers interfaces for admission and online transactions.
- b). College ERP: This system handles admission, accounts, library, administration, and exam operations.
- c). Learning Management System (LMS): An LMS is an online tool used to organise, carry out, and gain access to a particular learning process. It aids in administration, documenting, tracking, and recording of information learned in a classroom.



**Administration:** • All service units in the college can be fully supervised by the college authorities through using the ERP software.

The administration uses email to interact with the members of the Governing Body as well as the teaching and support staff. All significant administrative information, including notices, is regularly posted on the website.

- Biometric attendance for every employee
- Fully wifi, automated workplace with constant internet access
- Committee members of the Paperless IQAC started utilizing Google services, such as
  Data collection from many departments using a Google sheet, to create announcements
  and activity reports, using Google Docs and Google Forms is used to create feedback
  forms and collect online comments from parents and students.
- CCTV cameras have been deployed throughout the campus of the college.
- WhatsApp Groups are utilized for awareness and the efficient operation of the same, as well as for short alerts of any events that will place on campus.

### **Accounting and Finance:**

- Tally software and ERP are used to maintain the institution's accounts.
- HDFC Smart Hub financial portal handles financial transactions.

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### **Student Admission and Support:**

- The ERP Students Module is used to handle student admission.
- The college's website serves as a reflection of its data. On the website, there are interfaces
  for admission and online transactions. A full-time web developer and team members work
  for the college.
- College organizes alumni connect program by which college students are benefitted in settling their doubts.
- The college has a well maintained mechanism of handling student grievance.
- Feedback received from all the stakeholders (student, faculty, parents, etc.) is perfectly analyzed and necessary actions have been taken.

#### **Examination:**

- AKTU ERP is used to manage the exam process.
- Everything is done online, including filling out exam applications, getting admission cards, uploading marks, etc. Under the direction of the institution's examination controller, the academic cell of the college oversees the entire examination procedure.
- Sessional results can be accessed on the website.



# **Administration:**

Grievance	GRIE	VANCE	
Send Your Grievanc	*	Email ID	

DRONACHARYA	
	Dronacharya Group of Institutions
	Admission Management

Sign In

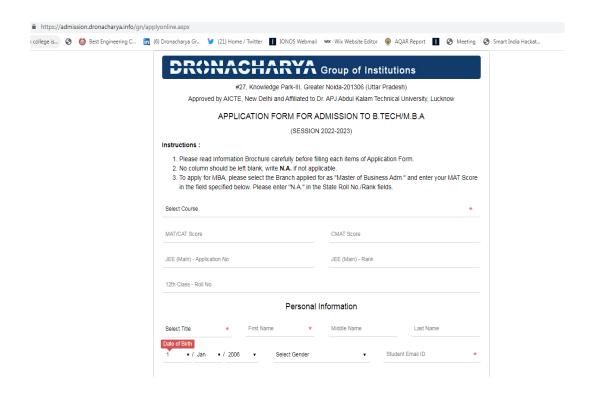




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# **Student Admission and Support:**







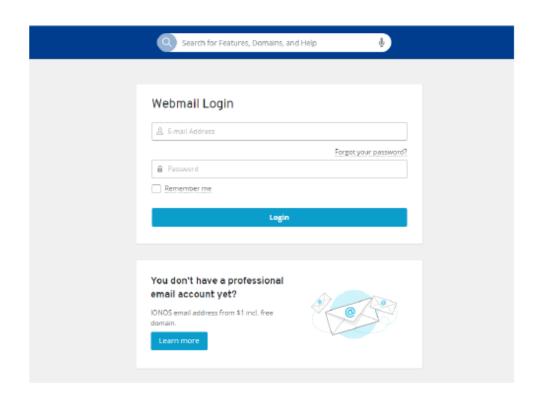


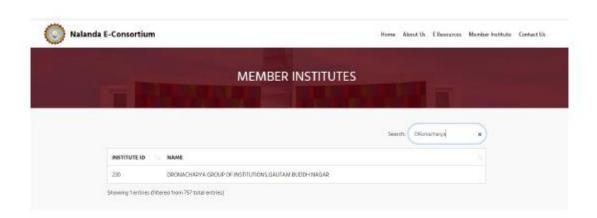


## Smart Hub

DRONACHARYA GROUP OF INSTITUTIONS  PLOT NO. 27, KNOWLEDGE PARK -3, GREATER NOIDA - UTTAR PRADESH				
Name In Full Student Name*:  Enter First Name	Roll No:  Enter Roll No			
Mobile No(Candidate)*:	Enter Amount*:			
Enter contact no.	Enter Amount To Be Paid			
	PAY			









# **Finance and Accounts:**







## **Examination:**

डा० राजीव कुमार परीक्षा नियंत्रक



डॉ० ए०पी०जे० अब्दुल कलाम प्राविधिक विश्वविद्यालय,उ०प्र० (पूर्ववर्ती उत्तर प्रदेश प्राविधिक विश्वविद्यालय) सेक्टर–11 जानकीपुरम विस्तार, सीतापुर रोड, लखनऊ–226031

पत्राकः ए०के०टी०यू०/प०नि०का०/2018/977

दिनॉकः 10 अक्टूबर, 2018

सेवा में,

निदेशक / प्राचार्य, विश्वविद्यालय से सम्बद्ध समस्त

सत्र 2018-19 की विषम सेमेस्टर के परीक्षा फार्म भरे जाने के सम्बन्ध में। विषयः

महोदय,

उक्त विषय के सम्बन्ध में अवगत कराना है कि सत्र 2018-19 की विषम सेमेस्टर की प्रस्तावित परीक्षा के परीक्षा कार्म छात्रों द्वारा ERP के माध्यम से दिनोंक 10 अक्टूबर, 2018 सांय

प्रस्ताचित परक्षित के परिक्षा काम छात्रा द्वारा ERP के माध्यम से स्वर्ण के उर्देश के अवद्भार 2018 के मध्य भरे जाएंगे।

परीक्षा कार्म भरने का विधि Video समेत Manual आपके संस्था की एवं ERP, विश्वविद्यालय की website पर उपलब्ध है। आपसे अनुरोध है कि अपने संस्थान में अध्ययनरत छात्रों को उपरोक्त के संबंध में आवश्यक सुविधाएं उपलब्ध कराते हुए छात्रों के समयानुसार परीक्षा कार्म भरवाने का कष्ट करे। उक्त तिथि के पश्चात भरे जाने वाले परीक्षा कार्मों में निम्नानुसार विलम्ब शुल्क लिया जाएगा।

तिथि	विलम्ब शुल्क प्रति विषय
31 अक्टूबर, 2018 से 15 नवम्बर, 2018 तक	₹0 1000/-
16 नवम्बर, 2018 से 25 नवम्बर, 2018 तक	₹0 3000/-
26 नवम्बर, 2018 से 10 दिसम्बर, 2018 तक	₹0 5000/-
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भवदीय,

10/10/18





#### **Get Result**

Roll Number	Full Name
Select-	Select
Select-	
Get Result	Reset





Student Dashboard (छात्र डैशबोर्ड)

#### Student Options (छात्र विकल्प)

nent ,if submitted through Challan. Make sure you have your payment as Success at Payment History at Student login.

Whatsapp Helpline No: 6387585945







STUDENT WELFARE CELL







AKTLLONE VIEW



CHHATRA KALYAN NIDHI





RESULTS-CHALLENGE EVALUATION & SCRUTIN



STUDENT SERVICES APP





