

Autonomous College - Affiliated to Osmania University Accredited with 'A' grade by NAAC Sainikpuri, Secunderabad - 500094



NAAC RE-ACCREDITATION - 2ND CYCLE

Criterion VI: -Governance, Leadership and Management

6.2.3 Annual E-Governance

Submitted to

National Assessment and Accreditation Council



Bhavan's Vivekananda College of Science, Humanities & Commerce Sainikpuri, Secunderabad – 500094 Accredited with 'A' Grade by NAAC Autonomous College - Affiliated to Osmania University

e-GOVERNANCE REPORT FOR THE YEAR 2020-21

Electronic governance in the institution allows use of information and communication technologies with the aim to improve communication, promote transparency, accountability and cost and time effectiveness.

The College has implemented e-Governance with the help of M/s MasterSoft ERP Solutions private limited, Nagpur and in-house Examination software developed by the Department of Computer Science.

e-governance has been implemented to automate the various functions in an integrated manner in the areas of Academics, Administration, Finance & Accounts, Admissions, Examinations, Library, Planning and Development, Student Support, Placements, Alumni Portal and CCTV Surveillance.

IMPLEMENTATION OF E-GOVERNANCE IN THE AREAS OF:

Student Admissions and Support:

The College has made a great leap in the implementation of E-Governance with the automation of student admission procedures and maintenance of an exhaustive student profile.

- The College has ensured uninterrupted internet connectivity. It has provided 1 GBPS 2 connections, 400 Mbps 1 connection (Broadband with Wi-Fi facility in the campus) and 1 leased line with 50 Mbps.
- Software is connected with Cloud for access of data 24 x 7.
- The whole admission process starting from Registrations, payment of registration fee, counselling, certificate verification, payment of admission fees for all UG programmes was conducted online.



- Due to pandemic all the UG & PG theory and practical classes were conducted online using Microsoft Teams platform
- The students' data is stored and maintained using the software for attendance, issue of ID cards, sending SMS.
- Mobile app Bhavan's APP is used for timetables and room location /navigation within the campus.
- Software is used for issuing Bonafide certificates and Transfer Certificates.
- Software application is used to select GE and SEC course online.

Finance and Accounts:

The College uses the MasterSoft ERP Solutions software for e-Governance of transparent functioning of the Finance and Accounts department of the college. Some of the functions include collection of fees, generation of receipt, generation of financial reports. The administrative office maintains the reports and books of accounts generated from the software which helps in auditing procedures.

Administration:

The Administration of the College functions with an e-Governance system at college level. The College uses the modules like student attendance, library, and stock & inventory of MasterSoft ERP Solutions software for administrative purposes. Some of the functions include issue and return of Library book transactions, Acquisition, Stock position, Stock verification and Online Public Access Catalog (OPAC) using software. The College has also subscribed for access to Inflibnet and Delnet. The module for Receiving Quotations and Inward/Outward is continued.

Examinations:

The Examination Branch of the college is equipped with ICT tools necessary for conduct of examination related activities. The College has implemented e-Governance with the help of in-house software for Examinations developed by the Department of Computer Science. The examination related activities include:

- Generation of Examination forms and Hall tickets
- · Facility of Downloading Hall tickets by students
- Printing of question papers



- Declaration of results and download facility of Marks Memos
- · Issuing Marks memos and certificates
- · Conduct of CIA examinations online for both UG and PG Students
- Registration of examination through online
- · Revaluation examination registration through online
- Payment of examination fees through online
- Storing and maintaining Exam related data of the college

Others:

- Meetings of all statutory bodies like Governing Body, Academic Council, Boards of Studies of all departments and non-statutory bodies were held online using either Microsoft Teams or Zoom platforms due to pandemic.
- CCTV camera surveillance systems are used to maintain safety and security in and around the campus.
- The college uses ICT tools in the process of planning college events, activities and academics. Important notices and announcements and communication are also circulated via website to all the stakeholders. To achieve the target of paperless communication and processes, it has started using Google facilities like Google Form, Google Sheet and Google Drive.



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(Dr. Y. ASHOK) PRINCIPAL Bhavan's Vivekananda College of Science Humanities & Commerce Sainikpuri, R.R. (Dist.)

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Student Admissions and Support



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Consolidated Memo



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Examination Results/Downloads



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Revaluation Scheme Interfaces

Bhavan's Vivekanan of Science, Humanities & Estd : 1993- Affiliated to Osmania University. Ac Autonomous Colleg Home Rubs	da College Commerce coredited with 'A' grade by NAAC e
Notification / Timetables/Resu	ults Date
P.G. I & IV Semester CIA -1 Examination Time Table June -2021	
U.G II. IV & VI Semester CIA -1 Examination Time Table June -2021	27/05/2021
Revaluation application form for U.G I. III & V.Senisster Feb-2021	12/05/2021
Revaluation/Photocopy Notification for U.G I, III & V Semester Feb-2021	10/05/2021
Notification for NBA I Semester End Examination Instructions to students for online examination Fee payment	17/04/2021
NBA I Semester CIA-II Time Table	15/04/2021
Question Paper Pattern for MBA III Sem IDC Paper	26/03/2021
Rescheduled MBA III Semester End Examination Time Table	26/03/2021
NBA III Semester End Examination scheduled on 26/03/2021 has been postponed	25/03/2021
MBA I Semester CIA-1 Examination Time Table March 2021	17/03/2021
Seating Plan for P.G III Semester SEE Examination March-2021	10/03/2021
AlpQLSev_sAR2Detw/5-2Xffc.bm.v-9QzyPxH7811-10Cm.wwFibAsQ/Viewform	09/10/2021



Resume collecting responses (Only form editors can see this link).



(Dr. Y. ASHOK) PRINCIPAL Bhavan's Vivekananda College of Scien Humanities & Commerce Sainikpuri, R.R. (Dist.)

Bhavan's Vivekananda College of Science, Humanities & Commerce Sainikpuri, Secunderabad – 500094 Accredited with 'A' Grade by NAAC Autonomous College - Affiliated to Osmania University

e-GOVERNANCE REPORT FOR THE YEAR 2019-20

Electronic governance in the institution allows use of information and communication technologies with the aim to improve communication, promote transparency, accountability and cost and time effectiveness.

The College has implemented e-Governance with the help of M/s MasterSoft ERP Solutions private limited, Nagpur, and in-house Examination software developed by the Department of Computer Science

e-Governance has been implemented to automate the various functions in an integrated manner in the areas of Academics, Administration, Finance & Accounts, Admissions, Examinations, Library, Planning and Development, Student Support, Placements, Alumni Portal and CCTV Surveillance.

IMPLEMENTATION OF e-GOVERNANCE IN THE AREAS OF:

Planning and Development:

- The College has ensured uninterrupted internet connectivity. It has provided 300Mbps (3 connections) Wi-Fi facility in the campus.
- The website is updated regularly by the web committee to provide information to all stakeholders.
- CCTV camera surveillance systems are used to maintain safety and security in and around the campus.
- · Biometric Attendance for both teaching and non-teaching staff.
- The college uses ICT tools in the process of planning college events, activities and academics. Important notices and announcements and communication are also circulated via website to all the stakeholders. To achieve the target of paperless



communication and processes, it has started using Google facilities like Google Form, Google Sheet and Google Drive.

• Due to pandemic, the PG II Semester classes were conducted online.

Student Admissions and Support:

- Mobile app Bhavan's APP is used for timetables and room location /navigation within the campus
- The students' data is stored and maintained using the software for attendance, issue of ID cards, sending SMS.
- · Software is used for issuing Bonafide certificates and Transfer Certificates.
- Software application has been developed to select GE and SEC courses online.

Finance and Accounts:

The College uses the MasterSoft ERP Solutions software for e-Governance of transparent functioning of the Finance and Accounts department of the college. Some of the functions include collection of fees, generation of receipt, generation of financial reports. The administrative office maintains the reports and books of accounts generated from the software which helps in auditing procedures.

Administration:

The Administration of the college functions with an e-Governance system at college level. The College uses the modules like student attendance, library, and stock & inventory of MasterSoft ERP Solutions software for administrative purposes. Some of the functions include issue and return of Library book transactions, Acquisition, Stock position and Stock verification. The College has also subscribed for access to Inflibnet and Delnet. The module for Receiving Quotations and Inward/Outward is continued.

Examinations:

The Examination Branch of the college is equipped with ICT tools necessary for conduct of examination related activities. The college has implemented e-Governance with the help of in-house software for Examinations developed by the Department of Computer Science. The examination related activities include:

- Generation of Examination forms and Hall tickets
- · Facility of Downloading Hall tickets-by students



- Printing of question papers
- · Declaration of results and download facility of Marks Memos
- · Issuing Marks memos and certificates
- Continuation of conducting online CIA-1 examinations for PG Students
- Storing and maintaining Exam related data of the college



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(Dr. Y. ASHOK) PRINCIPAL Bhavan's Wivekananda College of Scienc Humanities & Commerce Salnikpuri, R.R. (Dist.)