

# NUR MOHAMMAD SMRITI MAHAVIDYALAYA



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## REPORT ON E-GOVERNANCE

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Nur Mohammad Smriti Mahavidyalaya is implementing E-governance to enhance good governance through participation, transparency and accountability with the help of modern information technology to provide transparency in administration, faster information transfer, and other demands in terms of time and effectiveness.

### **Infrastructural Support to Facilitate E-governance:**

- One Virtual classroom with internet facility has been set.
- 8 no. of computers have been added in different departments.
- A new broadband internet connection has been established for staff room.

### **E-governance Related to Administration:**

- During the period, a number of administrative tasks at the college, are carried out in online mode.
- A system of biometric attendance for its teaching and non-teaching staff members is functional. Confidential documents are not published on the college's website.
- The official website of the college is maintained through a private vendor.

### **E-governance Related to Finance and Accounts:**

- Tally software is being used for making of Audit Report.
- Employee salary is distributed through the HRMS\_IFMS portal and credited to the bank accounts of individual employees.

### **E-governance Related to Students' Admission and Support:**

- Admission of students is conducted in online mode. Software related to student administration and support is maintained by a vendor named Rupantar. The college maintains a computerized database of students.
- The students are required to fill and submit their admission forms in online mode and all relevant financial transactions for the admission process are carried out through the banking system.
- For disbursement of student scholarships every year, the college accesses and utilizes information on the online portal of the Government of West Bengal.

### **E-Governance Related to Examination:**

- Results of University Examinations are displayed in University Website.
- All notices relating to examinations are put up both on the college notice board as well as on the official website of the college

### **RECOMMENDATIONS**

1. Office Automation is required to maintain smooth college's operations.
2. Teachers need to be encouraged to use ICT for effective teaching.