

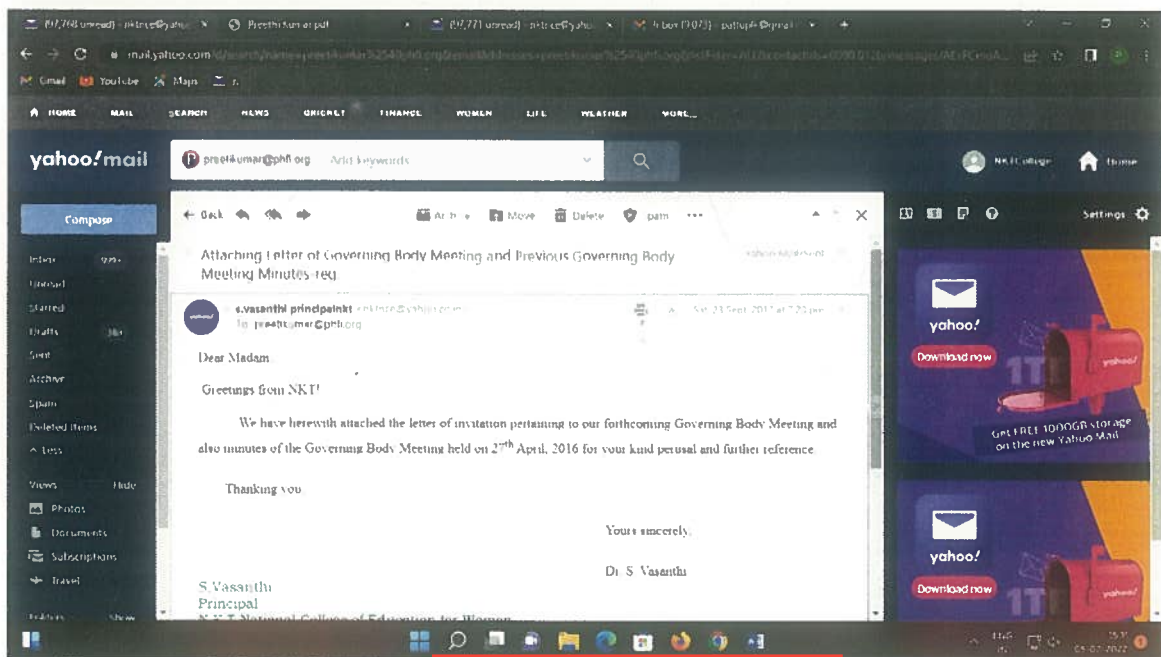


N.K.T. National College of Education for Women

(Autonomous)

ANNUAL e- GOVERNANCE REPORT

2017-2018



Screen Shots of Mail Communication

E-Governance is the use of information and communication technologies (ICT) in organizations to provide user services, to improve work efficiency and to promote democratic values. It is being used as a platform for efficient, transparent and timely delivery of services to all the stakeholders. In essence, the purpose of e-governance is to bring transparency and efficiency in the working of an organization. This urge for transparency and efficiency is derived by the demand of ever increasing aspirations of information age. Speedy and cheaper communication, convenience, transparency, accountability, improved customer services and increased access to information are some of the basic parameters on which the concept of e-governance relies and finds its

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foundation.

N.K.T. National College of Education, Chennai is trying its best to keep pace with the recent applications of e-governance in terms of various functions being performed digitally through internet. The necessary infrastructure is provided partly by the UGC Autonomous Grant and partly by the College Management, Sriraman N.K. Thirumalachariar National Education Society, Chennai. Teaching Faculty members, Non-Teaching Staff and Students use computers, laptops, smart phones and other e-devices to utilize the benefits of modern day technologies available in the field of Higher Education. Students have been provided SIM Cards by the State Government to facilitate the use of technology in teaching-learning and evaluation.

A well-equipped IT Admin Unit has been established in the College to monitor and regulate computerization of all academic, financial and administrative activities related with the College, Tamil Nadu Teachers Education University, Tamil Nadu State Council for Higher Education, Ministry of Education, University Grants Commission (UGC), National Council for Teacher Education (NCTE), Rehabilitation Council of India (RCI), Office of the Regional Joint Director (RJD), Directorate of Collegiate Education (DC) and other Educational Institutions and any other government agency. The e-Governance & Admin Unit Coordinator shall coordinate the data collection and uploading activities by preparing and observing the prescribed schedules.

1. Planning and Development

Online Official communications regarding planning and development is realized through e-mails and messages.

Planning and Evaluation Committee meets to envision and articulate prospective plans for the development and growth of the Institution. Academic transactions implement the use of technology for interactive classroom, interactions and for keeping the quality of academic standards of the Institution

2. Administration

The College administration has stepped ahead in the direction of paperless administration and almost all communications with higher authorities are realized online through e-mails and other digital formats. The ICT based significant institutional tasks



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carried out online as part of the e-governance program are outlined as:

- College has 24/ 7 Internet facility with high speed bandwidth(170mbps)
- Development of ICT based Infrastructure

3. Finance and Accounts

In accordance with the e-governance concept, the College maintains transparency and financial accountability in all areas of finance. The Finance Committee monitors the budget requirements and the genuinity of purchases made in line with the approval and requirements. Annual budget meticulously prepared using TALLY software helps to streamline the budget under different heads such as College Accounts, Examination Accounts, etc.

4. Student Support and Progression

Admission to B.Ed. Programme is realized through Single Window Counselling since 2012-2013. Online admission and support activities include the following:

- Availability of Application Forms with Prospectus for B.Ed., B.Ed., Special Education, M.Ed. and M.Phil. Programmes in the College Website
- Circulation of time-table and other related activities through WhatsApp Groups
- Library with Autolib software system and open access system
- Bar code facility in vogue at the College Central Library
- e - resource, N-List, INFLIBNET, and e - journal are in vogue
- The Technology Laboratory at the Hostel facilitates resident students to prepare projects and other academic, academic related and outreach activities
- Classrooms and Halls with LCD projectors and Smart Interactive White Boards

Above digital functions are realized online through internet with support of ICT based infrastructure available in the College.

5. Examination System

Under the scheme of autonomy, there is a fully computerized Examination Unit. The digital features of the Examination unit include Technology facilitates an easy interface in the timely publication of results



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The College administration is committed to have an automated examination system based on features of e-governance for bringing reliability & efficiency in the system. The overwhelming response of human resource to digital technology has strengthened the prospects of e-governance in different areas of operation.



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