



SRI SIDDHARTHA ACADEMY OF HIGHER EDUCATION

(DEEMED TO BE UNIVERSITY)

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Accredited 'A' Grade by NAAC

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E- GOVERNANCE ARCHITECTURE DOCUMENT

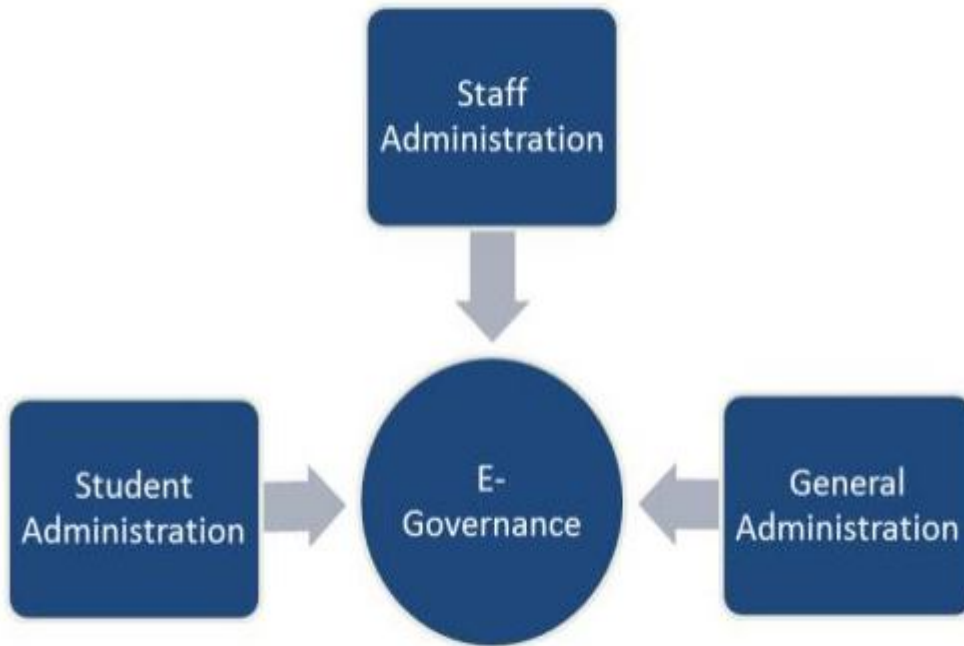


FIG: E-GOVERNANCE CYCLE

> Planning and Development

- E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.
- All Important notices and reports are also circulated via e-mails. The Governing Body Meeting Minutes and Resolutions by Circulation are emailed to members.
- To facilitate the same Academy is using various software.
 - **Library Modules: NGL Launch Pad**
 - **Student and Examination: My Gurukul software (SIS) and “e Genius” Campus and Academic Automation Systems**



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> Administration

- The constituent college has Biometric attendance for teaching and non-teaching staff.
- The college campus is equipped with CCTV Cameras installed at various places of need.
- ICT has been introduced in the Administrative work.
- Staff use smart phone with inbuilt social app like Gmail to communicate
- WhatsApp Group helps to provide the brief notices of any event to be happened.
- WhatsApp Groups are also used for awareness and of smooth functioning of the same.
- To achieve the target of Paperless IQAC , committee members of it started using Google facilities like
 - Google sheet: - For data collection from Various Departments.
 - Google Docs: - To prepare notices and activity reports.
 - Google Forms: - To prepare Feedback forms and get online feedbacks of Students, Parents.

> Finance and Accounts

- The accounts of the academy are maintained through the Tally software. Tally ERP 9.0 is used for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book, General Day Book, Daily Cash Collection report.

> Student Admission and Support

- Academy has provided My Gurukul software (Student information system-SIS) and “e Genius” Campus and Academic Automation Systems. It is used for student admission and support management. Various activities like Student registration, student identity card, Information regarding Academic Calendar of events, mentoring system, parents interaction process are catered in the soft ware.
- Class rooms are equipped with ICT, Smart/Virtual classroom, LAN, Wi-fi and internet facilities, Digital Libraries are provided.

> Examination

- To achieve Paperless communication, Examination section uses My Gurukul Software.
- Using My Gurukul software, Internal marks are extracted.
- Also Seat Numbers, Hall-Ticket, Seating Arrangement for University Exams, results, and mark cards are generated.



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