SOVARANI MEMORIAL COLLEGE

SMC

NAAC RE-ACCREDITED
JAGATBALLAVPUR, HOWRAH-711408

Estd.-1971

website : www.sovarani.net ✳ e-mail : smcollege.edu@gmail.com

Mobile : 9679226115 (Office)
9679226106 (Principal)

Ref. No......................   Date........................

Annual E-governance Report

Sovarani Memorial College has implemented e-governance for sharing information and to manage human resource efficiently with transparency through participation and accountability from all stakeholders. E-administration uses ICT for information process and decision making by the Governing body, head of the institution, IQAC and different committees formed to decentralize the administration. E-service provides various service facilities. Most of the staff and students use smart phones to utilize the benefits of modern day technologies available in the field of higher education. Infotek Lab developed website for implementing e-governance in various domains of college administration. Students' database, examination and continuous assessment record uploaded in the University portal. Students have to register themselves by providing their details in this portal.

Teachers are able to upload lectures, assignments on the same portal online. Time to time maintenance is carried out by few faculty members All departments maintain WhatsApp for sharing orders, information, direction and discussion on a common platform. The necessary budgetary allotments for implementation of various government schemes and digital awareness are provided by the college and proper utilization is ensured with utmost transparency within time limits.

Teacher-in-Charge
Sovarani Memorial College
Jagatballavpur, Howrah

Sub-Divisional Officer
Sadar, Howrah

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Application of e-governance in different fields are given below

1. ADMINISTRATION:

All notifications are published in college website. Website has information regarding all the faculty and staff. Website is regularly updated.
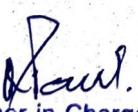
2. FINANCE AND ACCOUNT:

Finance section is fully automated. Students examination fee and Other fees are collected in online by generating challans and deposit the money in the bank. College account is also automated. E-tenders are conducted and the same uploaded in the college website.
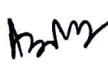
3. STUDENT ADMISSION AND SUPPORT:

Admission process is fully automated from submission of forms to payment of fees. Infonetics provides service regarding this.

4. EXAMINATION:

All exam registration made online. Results are uploaded into the University portal. Registration and admit card issuing are fully automated. Internal assessment marks are uploaded in the University portal.

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