



# DURGAPUR WOMEN'S COLLEGE

Affiliated to Kazi Nazarul University

Mahatma Gandhi Road, Durgapur, W.B. 713209

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## *Annual E-governance Report of Durgapur Women's College: A Summary*

**2018-2023**

Durgapur Women's College has implemented e-governance for sharing information and to manage human resource efficiently with transparency through participation and accountably from all stakeholders. The Enterprise Resource Planning (ERP) of the College is categorized as two major areas like e-administration and e- services. 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

A company known as **Best Solutions** was selected through tender process for implementing e-governance in various domains of college administration. Students' records were managed through e-governance strategies. Teachers uploaded lectures, assignments on different online platforms (such as Google Classroom) and YouTube channels.

Dedicated WhatsApp Groups and channels have been created at institution level and also in each academic department 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.

*Application of e-governance in different fields are given below*

### **ADMINISTRATION:**

- ✓ Teacher timetable management was made online.

  
Dr. Mahananda Kanjilal  
Principal  
Durgapur Women's College



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- ✓ Teacher and student portals fully automated.
- ✓ College website is updated regularly for the management of various activities like notices, tender and other issues
- ✓ All notifications are published on the College website.
- ✓ Retirement related documents are submitted through e-pension portal.

## FINANCE AND ACCOUNTS:

- ✓ Finance section is fully automated. CAMS, IFMS, PFMS portal are used to maintain various accounts.
- ✓ Salary grant received from Govt and its disbursement is done through HRMS.
- ✓ College account is also automated.

## STUDENT ADMISSION AND SUPPORT:

- ✓ E-brochure made available online for free of cost.
- ✓ Admission register is generated.

## EXAMINATION:

- ✓ All exam registration made online via affiliating University portal. Selection of subjects in CBCS program is done through online process. Marks are uploaded on affiliating University portal.
- ✓ Registration and admit card issuing are fully automated. Internal assessments are notified online. .

  
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