ANNUAL E-GOVERNANCE REPORT 2022-23

E-Governance is the use of information and communication technologies (ICT) in the organization to provide user services, to improve work efficiency and to promote transparency. It is being used as a platform for efficient, transparent and timely delivery of services to all the stakeholders. The purpose of e-governance is to bring transparency and efficiency in the working of the organization. Speedy communication, convenience, transparency, accountability, improved services and increased access to information are some of the basic parameters on which the concept of e-governance relies and finds its foundation. K. S. I. T. tries to keep pace with the recent applications of e-governance in terms of various functions being performed digitally through internet. Most of the staff and students use smart phones to utilize the benefits of modern day technologies available in the field of higher education.

I- Administration:
The College administration has put the first step in the direction of paperless administration and almost all communications with higher authorities are approved online through e-mails. The complete admission process is monitored digitally. The ICT based significant institutional tasks are carried out online as part of the e-governance such as:
- Maintenance & disclosure of comprehensive information on its web-page,
- Development of ICT based infrastructure in the College,
- Wi-Fi campus and biometric attendance system,
- Computerised administrative office and academic departments,
- Conduction of seminars/workshops/trainings on digital literacy,
- Organization of computer awareness programs for administrative staff,
- Management of e-resources in central library & departmental libraries,
- Availability & monitoring of LAN/RF/internet connection,
- Disbursement of Group Insurance and Provident Funds,
- Salary payment to employees through net-banking,
- Maintenance of College web-site,
- Cashless transactions & payments.

A committed WhatsApp Group has been created for sharing informations related to academics.

II- Finance and Accounts:
As a basic ingredient of e-governance concept and as per instructions of thegovernment, all kind of financial transactions has become cashless. The salariesof employees including examination remunerations are paid online throughNEFT/RTGS and rarely by cheques. The payment of scholarshipsis credited to the students account directly. The purchasing transactions are executed cashless to maintaintransparency and financial accountability in the system. Outlined below are someof the modes digitally used at the College level-

- Online payment of examination and admission fees,
- Pay bill preparation & management of various scholarship schemes,
- All kind of payments including salaries to staff-members,

- Disbursement of salary slips & accounting of Group Insurance and Provident Funds,
- Hands-on disclosure of budgetary/financial data on its web-page,
- Maintenance of College accounts and many such functions as required is accounted by Tally software.

All the accounts are being maintained in nationalized banks with maintenance of proper ledger at College level.

III- Student Admission and Support:

Entry level admission to first semester is planned through online process and it is managed & regulated by Principal and higher authorities through its web-portals. Online admission and support activities include the followings as such-

- Disclosure of admission rules/schedule on web-page,
- Verification of documents, payment of fees & other admission formalities,
- Preparation & publication of admission rolls and related statistics,
- Admission related data management through web-based MIS & e-mails,
- Management of different scholarship schemes for students,
- Disclosure of students-centric information/data/materials on web-site,
- Wi-Fi campus & Availability of internet/e-resources in library,
- Running of computer based programs/courses,
- Conduction of computer awareness/digital literacy programs for students,
- ICT based teaching in smart class-rooms, and
- Maintenance of students' attendance in web-based formats.

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

IV- Examination:

K. S. Institute of Technology uses software provided by the University to handle the entire Examination Process very effectively. Examination conducted by VTU includes the online activities as such-

- Online registration, fee payment & issuance of admit cards on web
- The website used for entering CIE marks of all students for every semester, https://iamarks.vtu.ac.inhttps://iamarks.vtu.ac.in/IAJanFebMarch2024/UG/
- Results of every students for all semesters are declared by university on web-site https://results.vtu.ac.in
- QPDS software provided by university is used for downloading theory and practical question papers to effectively conduct Semester End Exams
- Examination records of students are available online for students to view their semester marks/grades.
- Maintain compatibility of examination process with the regulations of the affiliating university as far as e-governance policy is concerned.

The College administration is committed to have an automated examination system based on features of e-governance for bringing reliability & efficiency in the system and eventually to improve the quality of education.

PRESIDENT
K.S. Institute of Technology