ANNUAL E-GOVERNANCE REPORT 2018-2019

E-governance in an institution allows the use of information and communication technologies with the aim to improve communication, promote transparency and accountability and also to increase cost and time effectiveness. The overwhelming response of human resources to digital technology has strengthened the prospects of e-governance in different areas of operations. The college has been practicing E-governance in academic and non-academic functions for year 2018. E-Governance review meeting of the college is held periodically. For the year 2018-2019, the review was done in the second week of May 2018. Different issues related to the implementation of e-governance system were discussed in the meeting. Review of the proper functioning of the important available software is considered in the meeting. It was generally felt that E-governance will be more efficient and convenient with the related module of My Class Board (MCB) ERP in terms of planning and follow-up. Maintenance of transparency in the admission process by sharing information to the stakeholders is smooth through ERP and website.

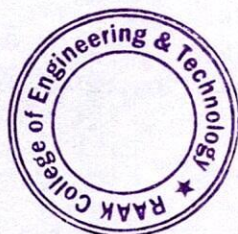## Implementation of E-governance in areas of operation

It has been decided to automate all the various operation of the instructions in an integrated manner in order to enable transparency clarity in different functionalities of the instructions pertaining to teaching learning (Academic), Administration, Finance and Accounting, Admissions, Examination and HR wings.

Administration:

- All notifications are published in college ERP.
- Teacher and student portals fully automated.

Finance and Account:

- Finance section is fully automated.
- Salary is paid to the staff through net banking.
- College account is also automated.

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Admission:

- Admission process is fully automated from submission of forms to payment of fees.
- Fees are collected online.
- E-brochure made available online for free of cost.
- Admission register is generated.

Examination:

- All exam registration made online via affiliating University portal.
- Marks are uploaded in affiliating University portal.
- Registration and admit card issuing are fully automated

Website: The website should act as a mirror of the college activities. Information about all activities, important notices, etc should be made easily available to the outsiders. For this purpose, a separate service provider/web designer can be identified. Along with it, training should be given to the existing staff who will undertake the responsibility of website administration and updation at the college level.

PRINCIPAL
RAAK College of Engineering & Technology
No:1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

ANNUAL E-GOVERNANCE REPORT 2019-2020

1. To further strengthen the usage of ERP software, annual maintenance has been carried out by MCB software.

2. Library E-Resources was used to access the required e-books and e-journals through college website.

3. SMS feature has been put in to maximum use to stay connected with parents, students and staff for the purpose of intimating absentees, academic performance, holidays and other required information. For bulk SMS to students and staff, services from MCB ERP Software is used.

4. Website is put in to full use as a vital information source to all the stakeholders and all important communications / circulars notices are made available in web site to ensure reaching of information to the needy any time anywhere.

5. Online feedback system was introduced for students and faculty to provide real-time feedback on courses, faculty performance, and administrative services.

Dr. S. SEENUVASAMURTHI, M.E., Ph.C.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post.

Dr. S. SEENUVASAMURTHI, M.E., Ph.C.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

ANNUAL E-GOVERNANCE REPORT 2020-2021

1. Continuation of existing MCB ERP Software. All faculty members have been oriented with ERP and have started implementing the same for the current academic year.

2. For bulk SMS to students and staff, services from MCB ERP Software has continued.

3. The college website updations and maintenance services are continued.

4. Library E-Resources was used to access the required e-books and e-journals through college website has continued.

5. Online feedback system was introduced for students and faculty to provide real-time feedback.

6. Separate WhatsApp group have been created for individual classes to communicate with students.

7. Google Meet, Zoom applications were used to conduct online classes and organising different events and activity in the department.

Dr. S. SEENUVASAMURTHI, M.E., Ph.E.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Dr. S. SEENUVASAMURTHI, M.E., Ph.E.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

ANNUAL E-GOVERNANCE REPORT 2021-2022

1. Continuation of existing ERP with MCB Software.

2. For bulk SMS to students and staff, services from MCB ERP Software has continued.

3. The college website updations and maintenance services are continued

4. Library E-Resources was used to access the required e-books and e-journals through college website has continued.

5. Separate WhatsApp group have been created for individual classes to communicate with students.

6. Stakeholder feedback published in college website.

7. Online feedback system was has continued.

8. All notifications are published in college website.

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

ANNUAL E-GOVERNANCE REPORT 2022-2023

1. Continuation of existing ERP with MCB Software.

2. For bulk SMS to students and staff, services from MCB ERP Software has continued.

3. The college website updations and maintenance services are continued

4. Library E-Resources was used to access the required e-books and e-journals through college website has continued.

5. Separate WhatsApp group have been created for individual classes to communicate with students.

6. Online feedback system was has continued.

7. All notifications are published in college website has continued.

8. Spread E-brochure made available in college website.

Dr. S. SEENUVASAMURTHI, M.E., Ph.C.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Dr. S. SEENUVASAMURTHI, M.E., Ph.C.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110