

6.2.3 - Implementation of e-governance in areas of operation

1. Planning and Development:

The college has a server system and all the data has been stored on the server. CIMS software has been used for the planning and development of academic and administrative activities. An academic calendar has been prepared for each year and it has been displayed on the college website, in which activities have been mentioned for the specific year.

2. Administration:

CIMS software has been used by the college for the administration process. Admission has been done as per the prescribed schedule of the university of Mumbai circular. College has uploaded admission schedules on the college website. Students' admission fees has been collected through the CIMS software. The student's result has been uploaded on the college website. CIMS software has also been using by the college office to prepare the roll call of students for the different divisions. The college website has been used to send the required information to the university. The college website committee has been formed which has been used for the college administration.

3. Finance and Accounts:

NEFT and RTGS financial systems have been used by the college to make the different types of payments to the university. Paper assessment allowances of each teacher have been credited to their bank account. The college account and finance section is fully enabled with the Wi-Fi system.

4. Student Admission and Support:

- a) The college has followed the prescribed admission schedule of the University of Mumbai.
- b) Preadmission online registration on the university website and college website is mandatory.
- c) Students can pay their fees online by using the college link.
- d) The contact numbers of different admission committee members are displayed on the college website to solve the quarries about the admission of the students.



- e) Fees concession option for economically poor students has been kept on the college admission web page.

4. Examination and evaluation:

- a. The college has used Crest design software to conduct online exams for first, third & fifth semester examinations during the pandemic period. This software service has been provided by Mr. Ashraf Khan. For the second, fourth & sixth semesters ETS 360 software was used for the online exam and this service has been provided by Mr. Bhatt.
- b. Separate section for Direct Electronic Paper Delivery (DEPD) has been established in the examination section, which receives and prints question papers by using the link sent by the university before the examination.
- c. On-Screen Marking (OSM) section has been established in the college to assess online answer books of TY B.Com. uploaded by the university of Mumbai and assess optional subject's answer books available in the CAP in offline mode.
- d. OSM section has been facilitated by twelve computers.
- e. Teachers have made online entry of marks of FY, SY, and TY B. Com examination by using CIMS software in the College.



Jey
Principal
Principal
**Dr. Ambedkar College of
Commerce & Economics
Wadala, Mumbai - 400 031.**