



# RAMA UNIVERSITY UTTAR PRADESH, KANPUR

(vide U.P. Act No.1 of 2014 as passed by State Legislature and recognized by UGC U/s 2(f))

Ref. No.: RU/Reg./2018/ 5D1(a)

Date:- 11-10-2018

## OFFICE ORDER

All the members of IT Cell of the University will perform and monitor the activities falls under E- Governance.

  
(Registrar)

Copy to:-

- 1- Secretary to Hon'ble Chancellor.
- 2- Secretary to Hon'ble Vice-Chancellor.
- 3- Controller of Examination
- 4- Dy. Registrar/AR
- 5- IT Manager
- 6- Account Department
- 7- Guard File



# **RAMA UNIVERSITY UTTAR PRADESH, KANPUR**

## **(ANNUAL E-GOVERNANCE REPORT 2018-19)**

Rama University implemented policy for of E-Governance in various administration and academic activities of the University from the academic year 2018-19 to accelerate University functioning and development in terms of speed, efficiency and reliability.

### **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, Examinations, Finance and accounting, Admissions and HR wings.

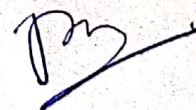
In this direction a few venders/service providers of ERP software are called and quotations are invited as per the recommendation of the IQAC of the University followed by the directions of the Governing Council of the University suitable ERP has been deployed and put in to the appropriate use. Required training has been given for teaching and non-teaching fraternity of the University with a view to get the optimal benefits from the software and strangle connect with slake holders.

### **Academic & Examination**

For the ERP solutions, University has initiated its service with IT Cell of the University. After the trial test of the software in the year 208-19, various modules are given for all the areas of operation.

All the assessment marks have to be uploaded in the automation software which simplifies the work by expanding the analyzing capacity and faster feedbacks. Controller of Examination needs to supervise the entire process of examination under the guidance of the Dean/Principal of the various faculties of the University through e-governance.

1. Master Management
2. Staff Management
3. User Management
4. Student Management
5. Fee Management
6. Time Table
7. Academic Activity
8. Student Attendance
9. Student Evaluation and Assessment
10. Examination
11. Material Upload
12. Online Exam
13. Student Feedback
14. Training & Placement Activity
15. Staff Attendance and Leave





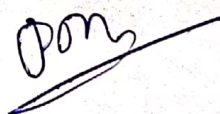
**Admission:** Rama University has started to process all admission related works through online mode. This covers the admission of all courses as per regulatory authorities guidelines.

**Administration:** Enterprise Resource Planning (ERP) aims at immediate availability of data in required formats that ease the work of staff and management and increase in transparency and accountability in administration. Facilities should be provided for online leave management of employees, internal communication between the employees etc. Students also must be able to obtain maximum services like hostel leave approval, bonafide certificates, etc. in online mode.

**Accounts:** Tally software is being used for maintaining Finance & Accounts. Appropriate security measures should be taken for maintaining confidentiality of the transactions. Training to the existing staff and updation of the existing softwares must be done on timely basis. *Office* shall continue with Tally solutions for Finance management.

**Website:** The website of the University needs to be revamped taking into account the new changes. The website should act as a mirror of the University 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 University level. The University website updations and maintenance services are continued with IT Cell of the University.

The E-Governance report for the academic year 2018-19 is submitted to the Governing Council. The Governing Council has verified and accepted the report.

  
(Registrar)