

U.G.C. Recognized Under Section 2(F), 12 (B)/NCTE Recognized

PAHALWAN GURUDEEN PRASIKSHAN MAHAVIDYALAYA



VILL -PANARI, DIST. LALITPUR (U.P.)

(Affiliated to Bundelkhand University Jhansi)

Mob. No. 9451164162, 8176800106, 9532425775

Website: www.pgpm.in

Email: pgpm756@gmail.com



Ref...*11.11.17*.../2017

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Implementation of e-governance in areas of operation student

Examination

Implementation of e-governance in the area of student examinations can bring about several benefits such as increased efficiency, transparency, accuracy, and accessibility. Here are some key steps that can be taken to implement e-governance in student examinations:

1. Online registration: The first step towards e-governance in student examinations is to provide an online registration process for students. This will help to eliminate manual registration and reduce the chances of errors.
2. Online application submission: Students should be able to submit their examination application forms online. This will help to streamline the application process and reduce the burden on the administration.
3. Online payment: Students should be able to pay their examination fees online. This will reduce the need for physical payments and the associated paperwork.
4. Online admit card generation: Admit cards should be generated online and made available to students through a secure online portal. This will eliminate the need for physical admit cards and reduce the chances of loss or damage.
5. Online examination: The examination itself should be conducted online. This will help to eliminate the need for physical examination papers and answer sheets and reduce the chances of errors.
6. Online result declaration: Results should be declared online and made available to students through a secure online portal. This will reduce the need for physical result sheets and the associated paperwork.
7. Online certificate issuance: Certificates should be issued online and made available to students through a secure online portal. This will eliminate the need for physical certificates and reduce the chances of loss or damage.

Overall, the implementation of e-governance in student examinations can bring about several benefits for both students and the administration. It is important to ensure that the online platform is secure, reliable, and user-friendly and that proper training and support is provided to students and staff.



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Implementation of e-governance in areas of operation

Administration

E-governance refers to the use of information and communication technology (ICT) tools to enhance and streamline government processes, improve service delivery, and promote citizen participation in governance. The implementation of e-governance in the area of administration can bring about several benefits, including:

1. Improved efficiency: E-governance can reduce paperwork, eliminate redundant processes, and automate routine tasks, making government processes faster and more efficient.
2. Increased transparency: E-governance can increase transparency by providing citizens with easy access to information about government processes, policies, and decisions.
3. Enhanced citizen engagement: E-governance can provide citizens with a platform to participate in government decision-making processes and provide feedback on government services.
4. Improved service delivery: E-governance can enable governments to provide services to citizens more timely and efficiently, reducing waiting times and improving the quality of services.

Here are some steps that can be taken to implement e-governance in the area of administration:

1. Conduct a needs assessment: Conduct a needs assessment to identify the areas of administration that can benefit from e-governance. This assessment should involve consultations with stakeholders, including government officials and citizens.
2. Develop an e-governance strategy: Develop an e-governance strategy that outlines the goals and objectives of the e-governance initiative, the tools and technologies that will be used, and the timeline for implementation.
3. Build the necessary infrastructure: Building the necessary infrastructure involves setting up the hardware, software, and network infrastructure required for the e-governance initiative.
4. Develop and implement e-governance applications: Develop and implement e-governance applications that can automate routine processes and provide citizens with access to government services.
5. Provide training and support: Provide training and support to government officials and citizens to ensure that they can effectively use the e-governance tools and applications.
6. Monitor and evaluate the e-governance initiative: Monitor and evaluate the e-governance initiative to ensure that it is meeting its goals and objectives and making a positive impact on government processes, service delivery, and citizen engagement.

Overall, the implementation of e-governance in the area of administration requires careful planning, stakeholder engagement, and ongoing monitoring and evaluation to ensure its success.



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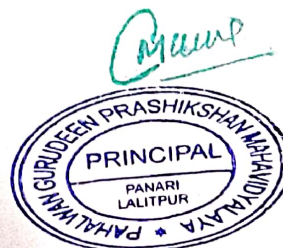
Finance and Accounts

The implementation of e-governance in the areas of finance and accounts involves the use of digital technologies and systems to automate and streamline financial processes, increase transparency, and improve accountability in government operations.

Here are some key steps that can be taken to implement e-governance in the finance and accounts area:

1. Develop an e-governance strategy: The first step is to develop a comprehensive e-governance strategy that outlines the goals, objectives, and action plan for implementing e-governance in the finance and accounts area. This strategy should be aligned with the overall goals of the government and should take into account the current state of technology, resources, and capacity.
2. Identify the key processes and systems: The next step is to identify the key financial processes and systems that need to be digitized and automated. This includes processes such as budgeting, accounting, payment processing, and financial reporting.
3. Select appropriate technology solutions: Once the key processes and systems have been identified, appropriate technology solutions should be selected to automate and streamline these processes. This may include the implementation of accounting software, payment processing systems, and financial reporting tools.
4. Establish a robust IT infrastructure: A robust IT infrastructure is critical to the success of e-governance in finance and accounts. This includes the development of a secure network, the installation of appropriate hardware and software, and the implementation of data backup and recovery systems.
5. Train staff on the new systems: It is important to provide training to staff on the new systems and processes to ensure that they can effectively use the technology and understand how it fits into their daily work.
6. Monitor and evaluate the implementation: Once the e-governance systems have been implemented, it is important to monitor and evaluate their effectiveness. This can be done through regular audits, feedback mechanisms, and performance metrics.

Overall, the implementation of e-governance in the finance and accounts area can bring significant benefits to government operations, including increased efficiency, improved transparency, and better accountability.



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Implementation of e-governance in areas of operation

Student admission and support

Implementing e-governance in the areas of student admission and support can bring significant improvements in efficiency, transparency, and accessibility. Here are some steps that can be taken to implement e-governance in these areas:

1. **Online Admission Portal:** Developing an online admission portal that enables students to apply for admission to courses online can streamline the admission process. The portal should include all the necessary information related to admission requirements, eligibility criteria, course details, fee structure, and important dates.
2. **Digital Verification of Documents:** Introducing a digital verification system for student documents can help in reducing fraudulent practices and ensuring the authenticity of documents. This can be done by integrating the admission portal with a document verification system that validates the documents submitted by students.
3. **Online Student Support Services:** Providing online support services to students such as counseling, guidance, and academic support can improve student satisfaction and retention rates. The support services can be offered through a dedicated online platform that includes resources such as online chat, video conferencing, and e-learning materials.
4. **Electronic Feedback System:** Implementing an electronic feedback system that allows students to provide feedback on various aspects of the admission process and support services can help in identifying areas of improvement and enhancing the overall quality of services.
5. **Centralized Data Management System:** Developing a centralized data management system that integrates student data from various sources such as the admission portal, student support services, and feedback system can provide a holistic view of student data. This can help in identifying trends, patterns, and insights that can be used to improve services and processes.
6. **Training and Capacity Building:** Providing training and capacity building to staff and faculty members on the use of e-governance tools and technologies can help in ensuring smooth implementation and adoption of e-governance in the areas of student admission and support.

By implementing e-governance in these areas, educational institutions can improve the efficiency and effectiveness of their processes, provide better support services to students, and enhance the overall quality of education.

