

# JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR ANANTHAPURAMU- 515 002 (A.P) INDIA

# E-Governance Policy Document

#### 1 Introduction:

E-Governance is the application of information and communication technologies(ICT) to the University connected to procedures and functions to enhance transperancy, accountability, efficiency and effectiveness,in respect of all stakeholders with the principal objective to improve their access for information and to build their capacities.

# 2. Objectives:

- To adopt and execute e-governance in University in order to simplify and efficient system of governance with in the University and its constituent units.
- To improve transparency, accountability and hustle in the day to day governance, in all the University organisational and other processes.
- To improve efficiency and reduce the paper work and time waste in administration.
- To bring in a seamless and efficient file movement in the university.
- To help easy communication among all the stakeholders of the University.

### 3. Stakeholders of the University:

The Primary Stakeholders of the University are:

- Students
- · Teaching and Non-Teaching Staff
- Parents
- Alumini
- Employers
- Society
- Industrial Partners
- Suppliers and vendors
- Communities

# 4. E-governenss coverage area:

The e-Goverance policy is classified into different departments of process. The following are the various areas of implementation of e-Governance.

- Adminstration
- Academics
- Finance
- e-Procurement
- e-office

- Examinations
- Library

#### 4.1. Administration:

In order to trouble free and convenient process, majority of the admistration of the University based on ICT Enable Technology .The Hierarchy of University general administration is shown in fig.2 .Facilities should be provided for internal communication between policies on egovernance of the stake holders and students are able to get ABC(Academic Bank of Credits), Certificates and Transcripts in online mode.

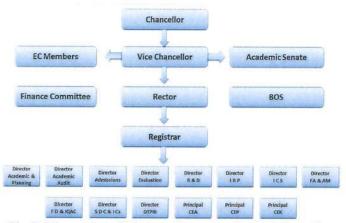


Fig.2 Hierarchy of University general administration

#### 4.2. Academics:

The quality of education is dramatically enhances in adopting of e-governance in the academics. The implementation of e-governance in various academic areas are

#### 4.2.1. Online Feedback System:

The University is implemented to take online feedback system at all its constituent units at the end of each semester from all the stakeholders.

#### 4.2.2. Learning Management System(LMS):

In order to improve the learning process the university introduced LMS which is an online system being used in classroom for effective teaching and learning process. The University has provided University domain mail Ids to all the faculty and students. The University facilitate LMS through Microsoft Teams software.

# 4.2.3. Facial Recognition System(FRS):

University has adopted the APFRS(Andhra Pradesh Facial Recognition System) for monitoring attendance system for staff and also the student attendance are being montored through JnanaBhumi Attendance App.

### 4.2.4. Whatsapp Groups:

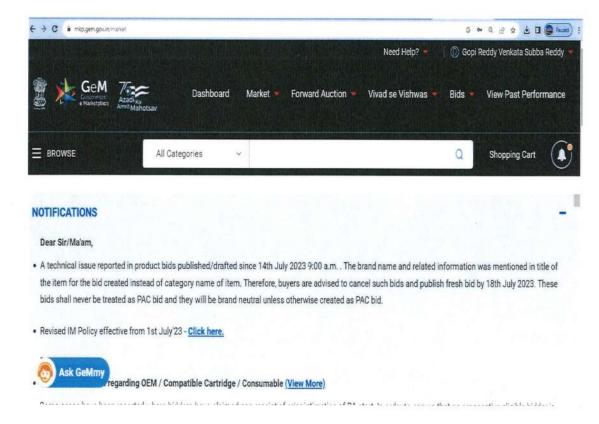
To communicate information promptly University shall form different whatsApp Groups at University,Constitutents Units, Department level including Faculty group of all the constituent units, University Directors Group etc.

#### 4.3. Finance:

University is using Tally software for effective and easy maintenance of different heads of university accounts. The Government of Andhra Pradesh established APCFSS(AP Centre for Financial System & Services) which is a nodal agency for the effective implementation of the CFMS(Comprehensive Financial Management System). The University is implementing APCFSS for drawing of salaries of Teaching and Non-Teaching staff.

#### 4.4. e-Procurement:

J.N.T.University Anantapur Procuring equipment is taken up by AP E-Procurement through GEM (Government E-Market place) portal. GeM aims to enhance transparency, efficiency and speed in public procurement. It provides the tools of e-bidding, reverse e-auction and demand aggregation to facilitate the government users, achieve the best value for their money. It will ensure commitment to delivering value by ensuring right quality at right price. The important steps involved in the direct procurement process is shown below:



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After initiation of e-procurement through portal the vendors are placed their bids within the scheduled time and then the university will constitute a technical committee with the composition of internal and external members to evaluate the technical bid and then it will be opened for financial bid provided if it is qualified in technical bid.

### 4.5. e-office:

In order to bring in more transparency, accountability and speed in the day to day governance, the University is adopting e-office software developed by AP Government for use in Government Departments. More than 90% of regular file movement between different units of the university is being done through e-office. The e-office has not only reduced the paper work and time wastage but has also brought in a seamless and efficient file movement in the university.

The administrators are in a position to know the status of any file as all the office of the University are connected to one another through e-office. Not only the offices of the University, even the offices of the state Government and APSCHE are connected through e-office. Thus the regular activities like salary disbursement to the teaching and non-teaching staff are also done through e-office. The work flow of e-office shown below fig. 1

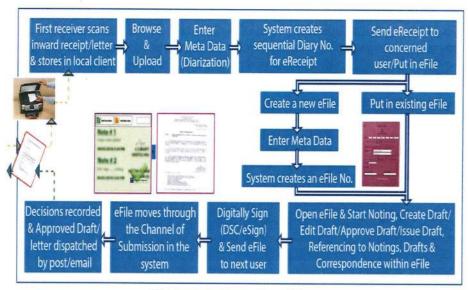


Fig. I work flow of e-office

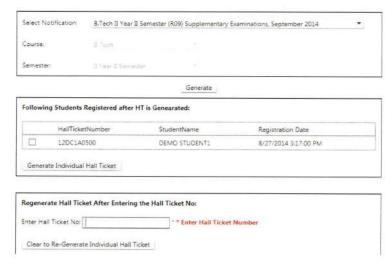
#### 4.6. Examinations:

IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution. The University examination branch at JNTUA has successfully implemented IT integration for all examination-related activities, including pre-examination and post-examination processes. This integration has streamlined various processes and improved efficiency. To ensure quality question papers, subject experts of relevant courses are identified for paper setting, and their contributions are collected online.

The question papers are then moderated by these subject experts to maintain the desired standards. For the distribution of electronic question papers, the university has established the EDEP (Electronic Distribution of Examination Papers) system. This system, implemented as a first-of-its-kind in the university, electronically distributes question papers to the designated recipients through a VPN (Virtual Private Network) system. This technology-enabled approach ensures secure and efficient delivery of question papers.

The enrolment process for examinations is conducted online, allowing students to register for their respective exams conveniently. Hall tickets, containing details such as exam dates, timings, and examination centers, are issued to the students through online mode. To further streamline the examination process, details of registered students and the corresponding time tables are printed on the answer booklets in advance. This simplifies the distribution of answer booklets during the examination, saving time and reducing administrative burdens.



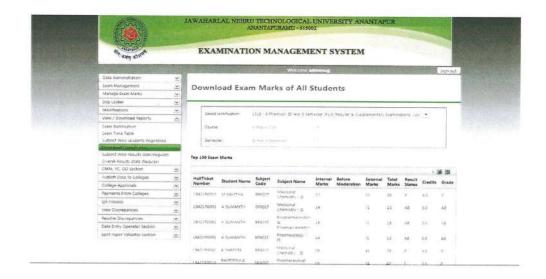


In order to accommodate students who were unable to appear for internal examinations due to various reasons, the university has introduced Computer-Based Tests (CBT) conducted through an online mode. This allows these students to complete their assessments using computer-based platforms.

During the evaluation process, evaluators directly input question-wise marks into the database, ensuring accurate and efficient recording of evaluation results.



By leveraging IT integration, JNTUA has transformed various aspects of the examination process, making it more convenient, efficient, and transparent. The use of online systems, electronic distribution of question papers, and computer-based assessments contribute to a streamlined and technology-driven examination ecosystem. At JNTUA, the results of examinations are processed and published through the examination portal, providing students with convenient access to their results. The university's and Constituent unitsweb portal serves as a platform for students to directly view and access their examination results.



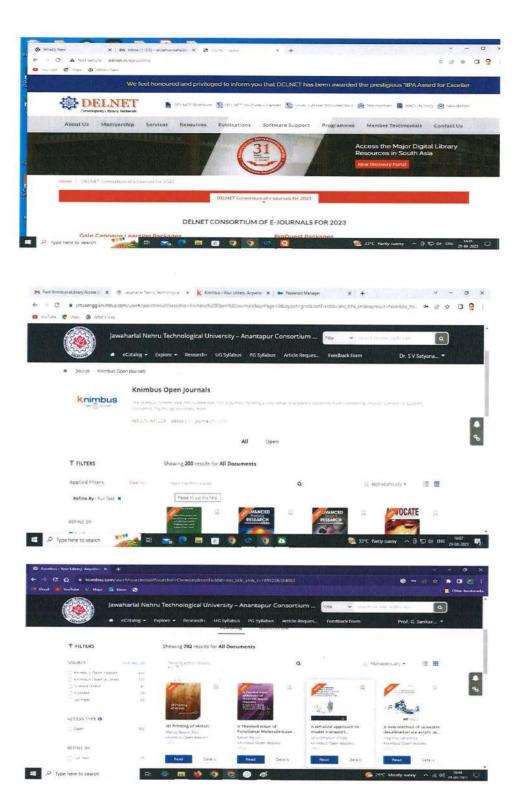
The examination portal also offers additional student services related to exams. These services may include pre and post-convocation services, online certificate verification, results verification, access to previous question papers, syllabus and regulations, and a platform for addressing student grievances. Students can avail themselves of these services through the examination portal.

Furthermore, JNTUA facilitates the online application and retrieval of student transcripts. By applying through the online mode, students can request their transcripts, which are official academic records of their coursework and achievements during their time at the university. The availability of an examination portal and online services not only provides convenience to the students but also streamlines administrative processes and improves accessibility to essential documents and information related to examinations and academic records.

# 4.7. Library:

In addition to the physical library, JNTUA has a digital library equipped with desktop computers. This digital library provides access to a wide range of digital resources and online databases. Users can conveniently access scholarly materials and conduct research online. The availability of digital resources ensures that students and faculty members can stay updated with the latest information in their respective fields.

The University implemented e-governance in its constituent units libraries by auotomating the records keeping e-books and e-journals. All the libraries are effectively make use of SOUL (Software for University Libraries) software. Reprographic facilities are provided in all the libraries. The University had the J-Gate, DELNET, Knimbus, Springer, Taylors and Francis eresources through JNTUA Consortia. Further all libraries are having accessing of e-resources of books, journals through National Digital Library program (NDL) initiated by IIT, Kharaghpur.



To support connectivity and access to online resources, JNTUA offers high bandwidth Wi-Fi connectivity throughout the university campus. This allows faculty members and students to connect to the internet from any location within the campus. With reliable internet access, they can access online resources, conduct research, collaborate with peers, and stay connected with the global academic community.

The University keeping constant effort on to add more and more e-resources for the benefit of the Students, FacIty and research scholars.



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