



ST. XAVIER'S COLLEGE MAHUADANR

P.O- Mahuadanr, Dist.Latehar, Jharkhand 822119

Affiliated to Nilamber-Pitamber University, Medininagar

Finance and Accounts:

E-governance has been introduced in administrative work, with the College partially implementing the E-Office and Government Application. The Accounts department operates transparently using E-Office software and Tally ERP 7.0.

Student Admission and Support:

The college has partially implemented online student admission for the academic year 2020-21. The semi-online admission process includes the submission of printouts and required documents at respective counters, handling various documents such as Transfer Certificates, Bonafide Certificates, Admission Forms, ID Cards, Library cards, and Challans through the application.

Examination:

The Examination section achieves paperless communication with other departments using university software.

University software is utilized to generate various reports, including seat numbers, hall tickets, final year results, class-wise roll call lists, and student fee records.

Results of University Exams and student marks cards are accessible through the University Website.

The college effectively employs e-governance practices in Student Admission and Support, Administration, and Finance and Accounts, utilizing platforms such as Chancellor Portal for the admission process and implementing an E-office system for administrative and financial processes. WhatsApp Groups further facilitate communication within the college community.

Principal

President

President
St-Xavier's College, Mahuadanr
Dt.- Latehar, Jharkhand-822119



ST. XAVIER'S COLLEGE MAHUADANR

P.O- Mahuadanr, Dist.Latehar, Jharkhand 822119
Affiliated to Nilamber-Pitamber University, Medininagar

St. Xavier's College, Mahuadanr

Annual Report on e-governance

St. Xavier's College, Mahuadanr, has successfully implemented e-governance across its operations, encompassing Administration, Finance and Accounts, Student Admission and Support, and Examination.

E-governance seamlessly integrates Information and Communication Technology (ICT) into the institution's workflow, with the primary objectives of reducing manual efforts, enhancing communication, establishing transparency, and ensuring cost and time effectiveness.

Educational institutions adopting e-governance can experience benefits such as improved transparency, swift information dissemination, enhanced administrative efficiency, and better public services in all facets of education.

Planning and Development:

To incorporate ICT in planning college events and activities, the institute employs personal e-mails for communication, along with software featuring modules for Student, Examination, Finance & Account, Employee, and Library.

To achieve the target of going paperless, members of the IQAC committee have started using Google facilities such as:

- Google Sheets: For data collection from various departments.
- Google Docs: To prepare notices and activity reports.
- Google Forms: To create feedback forms and gather online feedback from students and parents.
- Google Drive: To store all department-wise proofs.

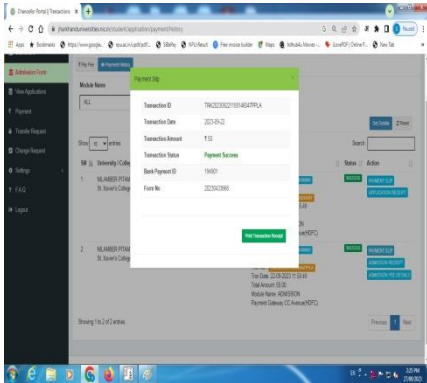
Administration:

- The college has implemented Biometric attendance for both teaching and non-teaching staff.
- Hikvision 36 CCTV Cameras are strategically placed across the campus for surveillance.
- ICT is integrated into administrative work (E-Office) and government applications.
- College staff utilizes smartphones with built-in social apps like G-mail for communication.
- WhatsApp Groups serve as a quick communication channel for event notices and general awareness.

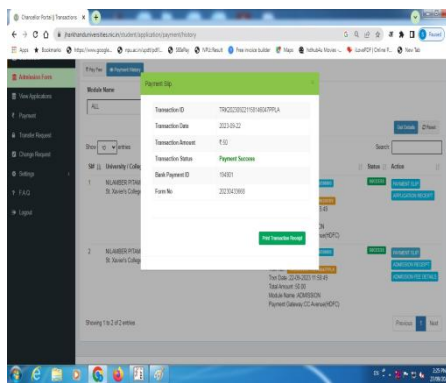
St. Xavier's College ,Mahuadanr Latehar -822119 ,Jharkhand

Student Admission and Support

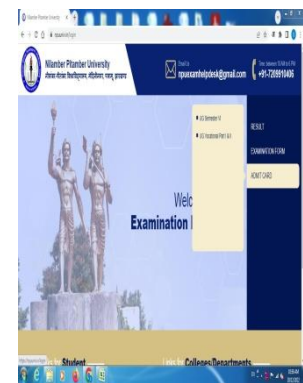
Online Application Form



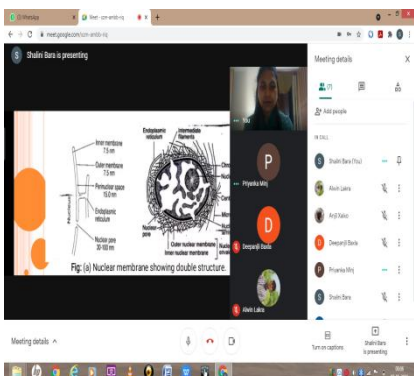
Online Fee Payment



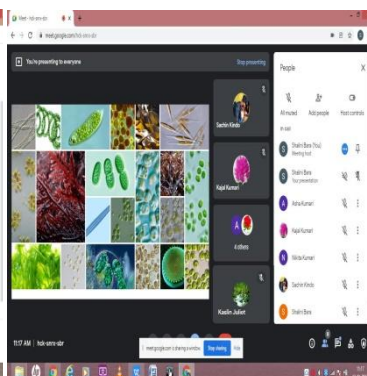
Admit Card Section



Online Teaching



Library Automation



ICT Room



Language Lab

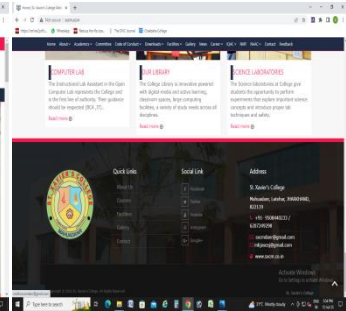


St. Xavier's College, Mahuadanr Latehar -822119, Jharkhand

Administration and Finance, and Accounts Processes through E-office

Biometric

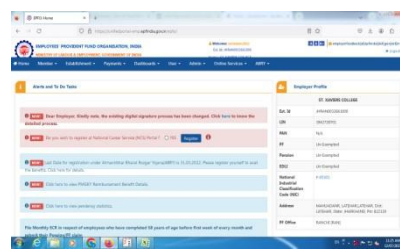
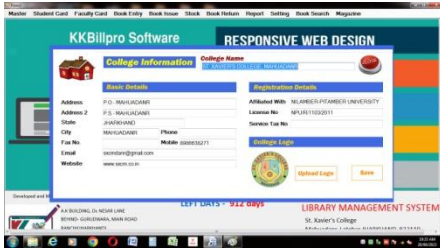
College Website



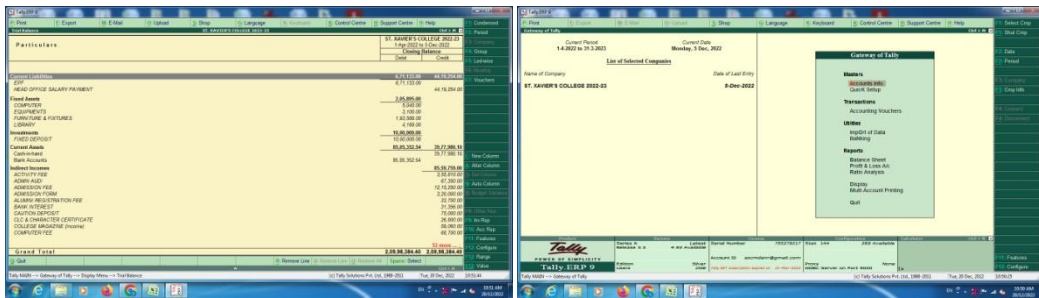
Library Automation

Employee Provident Fund

CCTV



Tally & ERP



St. Xavier's College, Mahuadanr Latehar -822119, Jharkhand

WhatsApp Group for Communication

