

## **Policy document on e-governance**


**<https://www.sbbsuniversity.ac.in/cells-policies/e-governance%20policy.pdf>**

**Annual e-governance report approved by the Governing Council/  
Board of Management/ Syndicate**

Received

Date : 23/6/21

Ref. No. : 4515

Signature : 

## Sant Baba Bhag Singh University

### ANNUAL E-GOVERNANCE REPORT 2020-21

With the advancement in the technology no field has ever left untouched from its impact and involvement. Similarly with the passage of time the Governance has adopted technology to emerge as e-governance which has not only made the processing of every work rapid but also veracious. E-governance in the last two decades has facilitated services and transformation of information for improvement and modification in its working style. The electronically controlled devices have put forth accuracy and time saving dimensions for its users. Sant Baba Bhag Singh University also incorporated e-governance in various facets of its institutes and departments for ensuring speedy and up-to-date work culture with the following practices :-


Sr. No.	Name of the Service	Area of Operation
1.	CCTV Surveillance	<ul style="list-style-type: none"><li>➤ The SBBSU campus is equipped with CCTV surveillance system installed in various buildings ie Boys Hostel, Girls Hostel, Main Gate, Students' Mess (Boys &amp; Girls) of university to strengthen campus security.</li><li>➤ This surveillance strengthens the security of the campus, students and staff from various threats, mishappenings indiscipline.</li><li>➤ The surveillance is effective 24x7 with high end Night vision IP cameras both indoor and outdoor coverage.</li><li>➤ NVR system is directly connected to internet, installed at the central unit which is accessible offline and online by higher authorities only.</li></ul>
2.	E-Notice Board	<ul style="list-style-type: none"><li>➤ SBBSU uses its website for e-notices.</li><li>➤ All the official notices are uploaded on the website on the same day by the concerned officials.</li><li>➤ E-Notice makes the staff, students to reach and accesses the new information easily.</li><li>➤ E-Notice reduces the paper wastage in the university campus making it eco-friendly.</li></ul>

3.	<b>ERP Enterprise Resource Planning</b>	<ul style="list-style-type: none"> <li>➤ ERP (Enterprise Resource Planning) system of University is controlling and smoothing the everyday work.</li> <li>➤ It is very flexible, customized and developed as per the needs and requirement of faculty, staff, administration and students. It is a web based application system &amp; user can easily access from within campus through local network, anywhere by login user ID &amp; password and also by Internet from home.</li> <li>➤ ERP system covers the various modules of Admissions process ie from Registration (Online/Offline), Academics, Examination, Evaluation, Result Declarations, Fees Deposit (Online/Offline).</li> </ul>
4.	<b>Examination System</b>	<p>The SBBSU examination system is automated and integrated with ERP software featuring various modules for students and examination branch. Examination modules comprises of :</p> <ul style="list-style-type: none"> <li>➤ Examination fee Collection</li> <li>➤ Registration Forms issue for Regular/Reappear students</li> <li>➤ Admit Cards</li> <li>➤ Marks Scanning i.e (MSE/ESE/Continuous Assessment/Internal marks/External marks)</li> <li>➤ Results Declaration -Regular Exam</li> <li>➤ Printing of DMC for regular students</li> <li>➤ Gazette printing</li> <li>➤ Fee payment system helps to receive payments of regular/re-appear examinations through online mode, link of which is displayed on university website.</li> </ul>
5.	<b>Library Automation</b>	<ul style="list-style-type: none"> <li>➤ The Central Library of SBBSU is automated using Koha (Open Source Software) and E-Granthalaya. Koha is fully featured automation software for Libraries of changeable types and sizes. Automation process includes various modules like books information, books issued, return entry, bar code system for books, Library cards for students and staff of the various institutes of SBBSU. The library is digitized. It has its own computer section for access to digital</li> </ul>

		<p>resources such as online journals, books and other digital information resources.</p> <p>➤ <b>Online Public Access Catalogue (OPAC)</b> is available to know the status of books in the library. SBBSU is registered itself with various popular e-journals (IEEE, Springer, Science Direct etc) to support the research of staff and also help the students to be in connection with the recent development of the research world.</p>
6.	<b>Biometric Attendance (e CAP)</b>	<p>➤ Biometric systems includes biometric attendance of the university staff, Biometric system come in existence in year 2015 onwards for recording the attendance of the staff of the various Institutes of the university.</p> <p>➤ To deal with this, biometric devices of latest configuration are installed in all departments of the Institute to enable the staff to register their attendance by recording their finger impression in the machines. Face reading biometric machines are also installed in various institutes.</p>
7.	<b>Financing software "EXCEL"</b>	<p>➤ <b>Excel is Multiuser Financial Software</b> used for the computerizing and recording of accounts activities of the University such as</p> <ul style="list-style-type: none"><li>▪ Balance-Sheet</li><li>▪ Income- Expenditure Statement</li><li>▪ Fixed Asset Chart</li><li>▪ Ledger</li><li>▪ Trial Balance</li><li>▪ Cash Flow</li><li>▪ Creditor List</li><li>▪ Debtor List</li><li>▪ Voucher Entry</li><li>▪ Journal Receipt And Payment&amp; Bank</li><li>▪ Cash Book</li><li>▪ Depreciation Chart.</li></ul> <p>➤ <b>Another software Payroll</b> has been in use for calculating</p> <ul style="list-style-type: none"><li>▪ Salaries</li><li>▪ Provident Fund</li><li>▪ Bank Statements</li><li>▪ Attendance of Teaching and Non- Teaching staff members</li></ul>

8.	E mail Messenger	<ul style="list-style-type: none"> <li>➤ Gmail suite is used to communication among the staff &amp; students of various institutions with institutional email id for the requisite.</li> <li>➤ G-mail suits are the e-mail service provided by Google on paid basis. Each university official is having its institutional email id with university domain name ie <u>info@sbbsuniversity.ac.in</u> or <u>registrar@sbbsuniversity.ac.in</u></li> </ul>
9.	Website	<ul style="list-style-type: none"> <li>➤ Website is the most powerful media for delivering e-Governance services. Students/Staff and visitors can easily access information from website.</li> <li>➤ SBBSU has a central website for all institutions to share the infrastructural, academics and placement information with all its requisite. Results are also be uploaded to the website directly so that students can access the records. Information needed for any department, any activity performed by the concerned department, the data is uploaded on the website. Students can view their examination date sheet on the website.</li> </ul>
10.	Centralized ID Card Printing Software	<ul style="list-style-type: none"> <li>➤ A centralized ID Card printing software system is used to issue and print the ID cards to the staff &amp; students of various institutions.</li> </ul>

  
Mr. Rajwinder singh Dhani

  
Dr. Dhiraj Sharma  
Registrar

<b>Item No. 7.11</b>	<b>Approval of Annual e-governance report of Academic Year 2021-22</b> (Annual e-governance report of Academic Year 2020-21 already approved in 6 <sup>th</sup> BoM)
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		<p>local network, anywhere by login user ID &amp; password and also by Internet from home.</p> <ul style="list-style-type: none"> <li>➤ ERP system covers the various modules of Admissions process i.e., from Registration Online/Offline), Academics, Examination, Evaluation, Result Declarations, Fees Deposit (Online/Offline).</li> </ul>
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5.	<b>Library Automation</b>	<ul style="list-style-type: none"> <li>➤ The Central Library of SBBSU is automated using Koha (Open Source Software) and E-Granthalaya. Koha is fully featured automation software for Libraries of changeable types and sizes. Automation process includes various modules like books information, books issued, return entry, bar code system for books, Library cards for students and staff of the various institutes of SBBSU. The library is digitized. It has its own computer section for access to digital resources such as online journals, books and</li> </ul>



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10.	<b>Centralized ID Card Printing Software</b>	<p>➤ A centralized ID card printing software system is used to issue and print the ID cards to the staff &amp; students of various institutions.</p>

The matter is placed before Board of Management for consideration and approval, please.



## **J.S.R Technologies Pvt. Ltd.**

JSR building, #102, Jagjit Nagar, Pakhowal Road, Ludhiana,  
141003. India

0161-504-7670

+91 80549-23300/05/07

<http://www.jsrsolutions.com>

[mail@jsrsolutions.com](mailto:mail@jsrsolutions.com)

### Subject: Proposal for Educational Institute Management Software

First of all, I like to thank you for the interest shown in JSR Technologies Pvt. Ltd. I am enclosing the Quotation as desired by you.

JSR Technologies Pvt. Ltd. is a leading software development company in India. Founded in 2008 JSR technologies Pvt. Ltd. providing Offshore Software Development Services & solutions with services such as ERP, Web Development, Product Development, E-strategy Consulting, Offshore software development, Web-Designing, Multimedia and Design Solutions.

Our Service & Solutions Portfolio:

- Enterprise Applications (ERP / CRM) (Consultancy & Implementation)
- Information Security Solutions
- Information Availability Services
- Storage Solutions
- Servers
- Networking
- Mobile Apps
- & many more

JSR Technologies is an education technology organization dedicated towards providing Schools/Colleges/Universities with all the help necessary to increase their efficiency and provide higher standards of education and safety in their Schools/Colleges/Universities.

We take a solutions perspective to add value to our clients, we believe in presenting the right solution, customized to address the pain areas of our clients.

JSR Technologies Pvt. Ltd. is a prime example of '**Make in India**'. We are driven by a passion to support these modern Temples of Learning. We look forward towards your association for a long-term relationship and an opportunity to provide Best in Breed IT Solutions and Services.

Our MD Mr. Varun Gupta (Research Scholar, Comp. Sc.) has been invited by **Honorable Prime Minister of India** for having live discussion on "Young Entrepreneurship". Recently, **British high commissioner** invited our company to have setup in Wales, UK. And many more achievements to share.

We are exporting IT services to US, UK, France, Canada, Australia, Germany, Israel, etc.

We are having branches at Chandigarh, Jagraon, Patiala, Sri Muktsar Sahib, Fazilka & Ferozpur

**Modules to be included:**

1. User management module
2. Student Registration with Merit list (Online/ Offline)
3. Student Admission module (Online/ Offline)
4. Student fees (Online/ Offline)
5. Mobile App (Individual)
6. Teacher salary module
7. Time table
8. Student/Parent Login
9. Trace Student/Teacher
10. Result module (Minor and major)
11. Teacher insertion module
12. Attendance student
13. Attendance teacher
14. Alumni
15. Assignments
16. Student warning
17. Student relieving
18. Class and subject Transfer
19. Transport
20. Student detained
21. Student Suspend
22. Student Struck-off / Re-admit
23. Expense
24. Banks
25. Accounts
26. Stock (sale/purchase)
27. CMS
28. SMS/emails alerts
29. FAQ
30. Notice Board
31. Birthday
32. Translator
33. Library
34. Hostel
35. Provident Fund (Loan, Fd's, etc.)
36. Certificates
37. Event/Seminar/Workshop Record Management
38. Update log
39. Visitor's Register
40. Reporting
41. Document Management System
42. Feedback Module
43. Placement
44. Student Welfare
45. Sports
46. R&D

**Terms & Conditions: -**

1. We will give six months of warranty in price given below with minor changes.
2. Besides of this software if you need any other technical help then we are at service also.
3. One person from our company will provide you On-site training for this software.
4. Contract duration will be from 3-5 years.

***What our clients says about us:***

Name: - Dr. Mohinder Kaur Grewal  
Designation: - Principal  
College Name: - Govt. college for Girls, Ludhiana  
Testimonial: - This company performs wonderfully with excellent results. They work with Commitment & honesty.

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Name: - Dr. Raj Kumar Miglani  
Designation: - Principal  
College Name: - Govt. College Shri. Guru Teg Bahadur Garh, Moga  
Testimonial: - All the best for JSR Technologies Pvt. Ltd. Providing best Services in digital world.

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Name: - Avtar Singh  
Designation: - Principal  
College Name: - GTB National College, Dakha  
Testimonial: - I have no doubts that JSR Technologies will continue to prosper.

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Name: - Manjit Singh  
Designation: - JT Director  
Institute Name: - ATI Ludhiana (Ministry of Skill Development and Entrepreneurship)  
Testimonial: -Very good excellent company.

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Name: - Jaskiran Kaur  
Designation: - Principal  
School Name: - Amrit Indo Canadian Academy, Ludhiana  
Testimonial: - Excellent product, good services, excellent customer satisfaction and support.

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Name: - Amritveer Singh  
Designation: - Supdt  
College Name: - G.N.N College, Doraha  
Testimonial: - A well organized company.

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Name: - Mr. Ramesh Singh  
Designation: - Vice Principal  
College Name: - S.D.P College for Women, Ludhiana  
Testimonial: - The Company is progressing by leaps and bound, all the best for future.

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Name: - Rattan deep Chawla  
Designation: - Head, Dept. of comp science & applications  
College Name: - Ramgarhia Girls College, Ludhiana  
Testimonial: - This company is doing not only good commercial job but also performing social responsibilities.

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Name: - Dr. O P Gupta  
Designation: - Assistant Professor  
College Name: - Punjab Agricultural University  
Testimonial: - Good performance.

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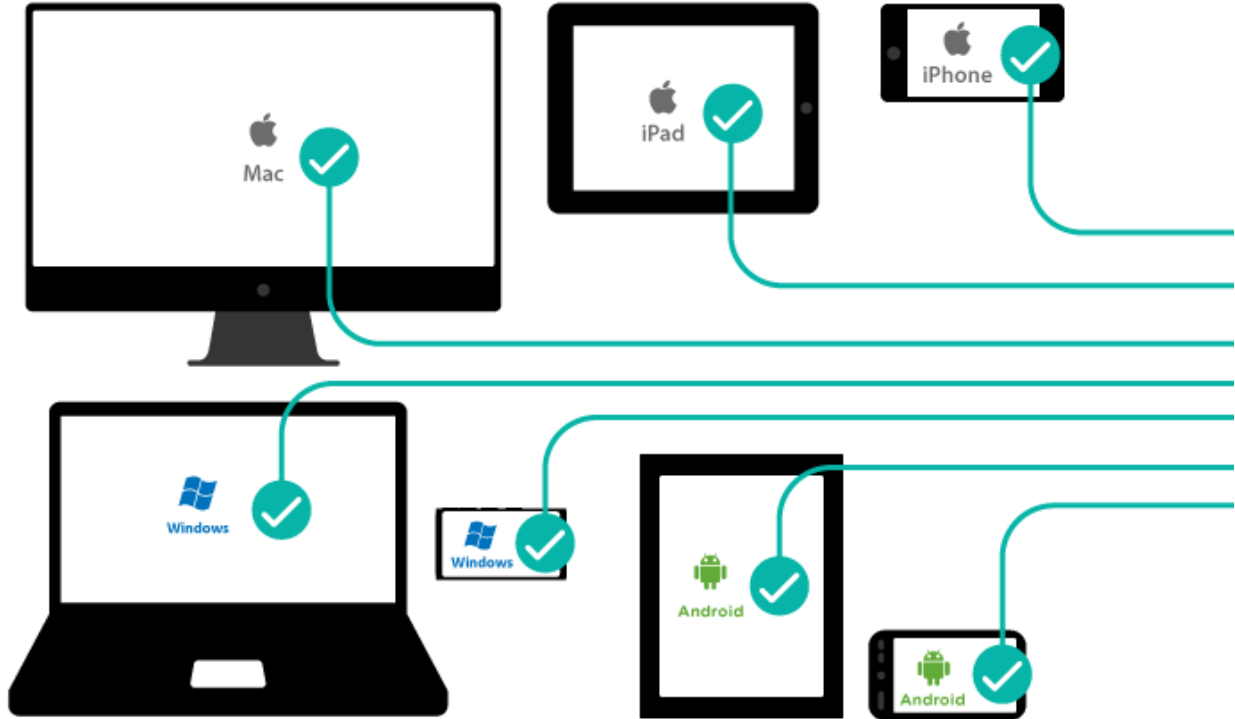
Name: - Dr. Sangeeta Handa  
Designation: - Principal  
College Name: - Govt. Mohindra College Patiala  
Testimonial:-Its indeed a great honor and a great task that JSR Technologies Pvt. Ltd has done such initiatives go in a long way in building up institution.

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***And Many More.....***

## What makes our product stand out

*"Write Program Once, Deliver It to Any Device!"*



*Can run Online or offline or simultaneously at both sides \**

<b>Online</b>	<ul style="list-style-type: none"><li>• On Cloud</li><li>• Any Device</li></ul>
<b>Offline</b>	<ul style="list-style-type: none"><li>• On LAN</li><li>• Inside Premises</li></ul>
<b>At Both</b>	<ul style="list-style-type: none"><li>• On Cloud</li><li>• Inside Premises</li></ul>

# General Benefits

**JSR College Management System** can provide following benefits in general to your College or institute:

- Single software to manage all College related information from anywhere in the College
- Easy to use College software
- Reliable and secure software
- Low Cost of Ownership
- Complete Automation of operations
- More Time to focus on Strategic Tasks
- Better informed decision making for management
- Decision support system
- Can run offline and online simultaneously
- Scalable, Customizable and Supports Multiple Modules
- Parents have access to all academic information about their wards through the internet
- Can run on any device (Mobile, Laptop, Tab, MAC, OC, etc.), any platform, anywhere in world.

## Benefits to Management

Using our **College software**, College management has a systematic and easy approach towards maintaining and updating the different aspects of their institute. **College administrative** staff can reap several benefits from **JSR ERP - College Management System**, some of which are as follows:

- Single Point College Management Software
- Zero redundancy in managing the institutions records
- Effective communication between teachers, parents and students
- Creation of College's tech savvy image
- Complete automation of all operations
- Centrally stored information with zero redundancy
- Best possible resource optimization
- Auto-generation of timetables with dynamic substitute management
- Availability of microscopic as well as macroscopic views
- Cost-effective one point solution for total College management
- Save a lots of investment in different software and management issues

## Benefits to College Administration

Our **education management system software** has something for everyone related directly or indirectly to a College. Some of the key advantages to Colleges and educational institutions are as follows:

- Easy performance monitoring of individual modules leading to uncomplicated error detection
- Automated and quick **report generation** along with process turnaround time
- Centralized data repository for trouble-free data access
- Authenticated profile dependent access to data
- User friendly interface requiring minimal learning and IT skills
- High level data security
- Design for unproblematic scalability
- Elimination of people-dependent processes
- Minimal data redundancy

## Benefits to Parents

In today's busy life, where often both the parents are working or living far away from the institution, it is difficult for them to visit the institution personally. The reporting system in JSR ERP **College Software/College ERP Software** enables them to have a closer look to their wards performance. Some of the advantages of this **College software for parents** are:

- Get connected to the College effectively and easily
- Frequent **interaction with teachers**
- Active participation in College Activities
- **Reliable update on child's attendance, progress report and fee payment.**
- Prior information about College events and holidays
- Regular and prompt availability of College updates through articles, discussion forums, image gallery and messaging system

## Benefits to Teachers

**College ERP** provides a new media of interaction between teachers and students. This **College management system software** offers several benefits to **teachers** such as

- Automated student attendance
- Computerized management of marks and grades
- Timetable creation in advance
- Availability of more time for students
- Efficient and effective interaction with parents
- Access to own and students' attendance
- Better organization of College Activities
- Manage class information and analytical reports
- E-mail & Internal messaging system

## Benefits to Students

Students gain the most from JSR **ERP - College Management System**. Students get a new platform not only to gain but also to express the knowledge inside them. Some key **benefits for students** are:

- Enhanced interaction with teachers, parents and peers
- Access to attendance, timetable, marks, grades and examination schedule
- Freedom to browse through library books catalogue and identify the book(s) to be issued
- Prior information about College events and holidays

Further queries are welcome always.

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