

## VIKAS GROUP OF INSTITUTIONS

(Sponsored by Mother Theresa Educational Society)

Approved by AICTE, New Delhi, PCI, New Delhi & Affiliated to JNTUK, Kakinada

ISO 9001 : 2015 Certified

Nunna – 521 212, Vijayawada Rural, NTR District, A.P. India.

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### *Annual e-Governance Report*

*P. S. S. R. S.*  
PRINCIPAL/DIRECTOR  
VIKAS GROUP OF INSTITUTIONS  
NUNNA - 521 212  
Vijayawada Rural, NTR Dist., A.P.



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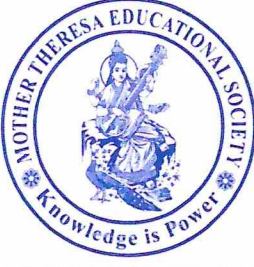
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### REPORT ON E-GOVERNANCE

Vikas Group of Institutions has embraced e-governance as a means to enhance transparency, efficiency, and stakeholder participation in managing information and human resources. Through the implementation of Enterprise Resource Planning (ERP), the institution has effectively divided its focus into two main realms: e-administration and e-services. E-administration leverages Information and Communication Technology (ICT) to streamline information processing and decision-making processes across the institution's governing body, administrative leadership, Internal Quality Assurance Cell (IQAC), and various decentralized committees. This approach facilitates decentralized administration, ensuring that decision-making is distributed among relevant stakeholders. On the other hand, e-services encompass a range of facilities aimed at providing seamless service experiences to staff and students alike. With a majority of the institution's personnel and students equipped with smartphones, the institution leverages modern technological advancements in higher education to deliver these services effectively. By utilizing contemporary technologies and fostering a culture of participation and accountability, Vikas Group of Institutions stands at the forefront of modern educational administration, ensuring that stakeholders are empowered to contribute meaningfully to the institution's operations while benefiting from efficient service delivery mechanisms. The institution continues to prioritize the provision of quality education through a robust ERP strategy. Implementation of foolproof plans for quality assurance remains a key objective of the institution.

WEBPROS Solutions PVT. LTD. was chosen through a tender process to implement e-governance across various administrative domains of the Institution. This involved automating tasks such as student attendance management, maintaining the student database, and recording examinations and continuous assessments. At the institutional level as well as within each academic department, dedicated WhatsApp groups have been established to facilitate the sharing of orders, information, directives, and discussions on a unified platform.

  
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### ADMINISTRATION:

- The management of teacher timetables has been shifted online.
- Both teacher and student portals have been fully automated.
- Students and faculty can submit their grievances online.

### FINANCE AND ACCOUNTS:

- The finance section has been completely automated.
- Salary grants received are managed through online.
- College accounts have also been automated.

### FACULTY:

- Conveniently access and manage teaching schedules online.
- Upload and organize course materials for student access.
- Easily submit and track leave requests via the ERP system.

### STUDENT ADMISSION AND SUPPORT:

- The admission process, from form submission to fee payment, has been fully automated.
- Regular posting of student attendance is ensured.
- Online counseling services are provided for student's admission.
- An admission register is generated to track admissions.

### EXAMINATION:

- All exam registrations are now conducted online through the affiliating university portal.
- Marks are uploaded onto the affiliating university portal.
- Registration and issuance of admit cards are fully automated.

  
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