



GOVERNMENT COLLEGE KASARAGOD

VIDYANAGAR, KASARAGOD, KERALA, 671123

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NAAC 3RD CYCLE ACCREDITATION

ANNUAL E-GOVERNANCE REPORT 2018-19



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Annual E-Governance Report 2018-19

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1. Executive Summary

The Government College Kasaragod, Annual E-Governance Report for 2018-19 provides a comprehensive overview of our college's digital transformation initiatives and achievements in the field of e-governance. This report highlights the key e-governance projects, their impact on the college community, challenges faced, and plans for the future.

2. Introduction

Government College Kasaragod was established in 1957 by the Government of Kerala, as a need was felt for a college in this underdeveloped area. Being a college in the backward district of Kerala college have always tried to improve the e-governance infrastructure in the college.

3. E-Governance Initiatives

A. Online Admission Process

Being a college under Kannur university, the college have to go through the admission process outlined by the university. University's admission process for filing application, preparing rank list and allotment became online from the current academic year. The admission process at college includes the verification of documents and enter student details to the system. We used a software developed by our employee collegemate for entering student data and obtain admission number. The fee payment at the time of admission is done through e payment site developed by the university.

B. Digital Record Keeping

College have kept the admission details in the collegemate software and the office records and file management became online through the FFMS (File Flow Management Software) provided by the DCE from the current academic year.



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C. Virtual Learning Environment

Faculties and students are provided with google workspace for educational accounts. Internal marks and attendance can be uploaded online through the website of the university.

D. Online Library Management

LIBSOFT is used for online library management. Issuing, Returning, and searching of the book in the library have done using this software.

E. College Website

College website is developed and launched for better communication with the parents and public.

F. Communication Channels

WhatsApp and Gmail became the official communication channel to communicate to the students and faculties. Each subject has created their own WhatsApp groups and communicating to the students.

4. Key Achievements

a. Increase in Efficiency

1. Digital Document Management: E-governance initiatives have led to the digitization of government records and documents. This has eliminated the need for extensive paperwork, storage space, and manual record-keeping processes. Government agencies can now easily store, retrieve, and share documents electronically, reducing the risk of document loss or damage.

2. Online Application and Processing: Students can submit applications online. This has reduced the need for people to physically visit government offices, wait in long queues, and fill out paper forms. E-governance allows for faster application processing and reduced turnaround times.



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3. Automation of Workflows: Automated workflows through e-office minimize the need for manual intervention, reducing the chances of errors and delays in administrative processes.

4. Electronic Payment Systems: It not only reduces the reliance on physical payment methods but also ensures that revenue collection is more efficient and transparent.

5. Data Analytics and Reporting: The data stored in collegemate database helps the institution to answer the questions from higher authorities faster.

6. Online Communication and Public Engagement: Through college website parents and public could know the activities that are happening in the college .

7. Remote Work and Collaboration: Google meet and ZOOM platform helped the students and faculties to communicate better and clear the doubts and discussions better even after college hours.

8. Reduction in Administrative Costs: By reducing paperwork, manual processes, and the need for physical infrastructure the e governance reduced administrative cost. Being a college which runs on government fund the college could reduce the cost of administration through e governance

5. Challenges and Solutions

Describe the challenges faced during e-governance implementation and the solutions employed to overcome them.

a. Technical Challenges

Discuss any technical issues encountered and how they were resolved.

b. User Acceptance

Explain strategies used to encourage users to adopt new digital processes and tools.



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c. Data Privacy and Security

Detail the steps taken to address data privacy and security concerns.

6. Future Plans

Outline the college's plans for future e-governance development, including:

a. Expansion of E-Governance Services

Discuss new services or features to be added to the e-governance ecosystem.

b. Technology Upgrades

Describe any plans to upgrade technology infrastructure to support e-governance initiatives.

c. User Training and Support

Explain how the college will provide training and support to users to ensure a smooth transition to digital processes.

7. Data and Analytics

Present relevant data and analytics related to e-governance initiatives, including usage statistics, user feedback, and performance metrics.

a. Usage Statistics

Provide data on the usage of e-governance services, including the number of users and frequency of use.

b. User Feedback

Summarize user feedback and suggestions for improvement.



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c. Performance Metrics

Share key performance metrics, such as response times, system uptime, and error rates.

8. Financial Summary

Provide a financial summary of e-governance initiatives, including budget allocation, expenditure, and return on investment.

a. Budget Allocation

List the budget allocated for e-governance projects.

b. Expenditure

Detail the actual expenditure for each project.

c. Return on Investment

Discuss the ROI of e-governance initiatives, including cost savings and benefits realized.

9. Conclusion

Sum up the key takeaways from the annual e-governance report and emphasize the college's commitment to digital transformation.

10. Appendices

Include any additional documents or resources that support the information presented in the report, such as detailed project reports, user manuals, user survey results, and financial statements.



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By following this template and customizing it to your college's specific e-governance initiatives and achievements, you can create a comprehensive annual report that showcases your college's commitment to digital transformation and its impact on the college community.



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