



Swami Keshvanand Institute of Technology, Management & Gramothan

(Accredited by NAAC with 'A++' Grade)

Approved by AICTE, Ministry of Education, Government of India

Recognized by UGC under Section 2(f) of the UGC Act, 1956

Affiliated to Rajasthan Technical University, Kota

Implementation of e-governance

Information and Communication Technology (ICT) enabled technology has a potential to transform governance by carefully adoption of global best practices in institute's proceedings. Owing to this fact, the institute has put in efforts with a vision to provide its services to all the stake holders through effective e-Governance. The major areas recognized for e-governance are admission, administration, library, examination, teaching and learning process. It is envisioned that all the services of the institute will be implemented under e-Governance plan to cater the complete spectrum of its stakeholders viz. students, parents, staff members, recruiters, alumnus following National e-Governance Plan and Digital India flagship initiatives of Government of India.

The institute has successfully implemented e-governance in the following domains:

1. Website: The institute website provides substantial information about the institute, courses offered, its activities, important notices and policies. It also acts as a gateway to access the library resources and ERP. The institute hires services for development/modification of the institute's website as and when required. A website committee of faculty members from each academic department is provided training to take responsibility for maintenance of information of the website. This committee also suggests improvement in functionality of the website for the necessary action.
2. Email ID on institute's domain: The institute provides email id to its students and staff members on institute's domain address- @skit.ac.in. All the official communication to students and staff is carried out on official email IDs.
3. e-governance in Library- Institute has purchased ILMS software- LSEase (LIBSYS) and recently, Koha LMS (open source) including Web online public access catalogue (OPAC) is implemented for better management of library operations. The Central Library has also subscribed services of DELNET (Developing Library Network) and many e-books/journals.
4. Institute Repository-Dspace: Institute has a repository which can be accessible through intranet. Faculty members regularly upload academically relevant documents on the D-Space repository of institute accessible through IP: 192.168.1.10 over institute's intranet network.
5. E-governance in examination: The examination cell manages the students' information through ERP and displays notices and circular on institute website in addition to the notice-boards. The solution of mid-term examination papers are

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displayed on website and institute repository (DSpace). During the pandemic, examination cell conducted online examination of students. The portal of affiliating university is used for communication of internal marks of students.

6. Use of ICT enabled classrooms: The institute has installed sufficient ICT components in the classroom for technologically driven interactive teaching-learning process.
7. ICT-e-SLATE digital classroom: To address the growing need of creation of online content and to support the regular classroom teaching, an e-learning system is established in the form of three digital studios. These studios are well equipped with the latest ICT tools for interactive teaching and learning. In few months since its inception, more than 2000 lectures were recorded covering most of the topics of curriculum and uploaded on ERP for enrolled students. These classroom are also used for online teaching and student presentations.
8. Virtual labs: In certain labs, some relevant experiments are conducted online on web browsers with the help of simulators. Such online facilities are called as virtual labs. The institute has a centre of virtual Lab in collaboration with IIT Delhi
9. Use of office software- Institute has subscribed to the Microsoft services for office365 software for better workflow management.
10. Defense Against Malware, Exploits & Ransomware- Institute has subscribed to Cyberoam CR500iNG which was later replaced by new UTM SOPHOS XG430. A 1000 licenses of Quick Heal antivirus has also been purchased to safeguard its systems.
11. CCTV surveillance and monitoring- Institute has acquired appropriate hardware and softwares for monitoring of CCTV camera feeds. The access of these are provided to key persons for effective monitoring.
12. Biometric system for attendance- Institute has procured instruments for biometric attendance and integrated them with ERP system for payroll management of staff members.
13. ERP system- Institute has hired services of developers to develop and install custom build ERP for institutional processes. This ERP system is commissioned in 2018 in succession to the previously implied ERP solutions of TCS. The ERP is now used for management of various activities related to campus, admission, curricular and extra-curricular events, time-table, attendance, enquiries, complaints/grievances, student, fee, subject, class, examination, feedback collection and internal communications. It also acts as data management system to provide information of staff and students for

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report generation of various kinds and purposes. It also provides gateway to the Gynadan Resource Centre which houses video lectures recorded by Institute faculty members using ICT e-SLATE facilities.

14. Account & Finance: Account & finance office uses ERP for payroll management, Tally and CompuTax software for tax calculation. The ERP system is linked to payment gateway for providing ease in selecting payment modes.
15. Internet bandwidth- Institute has subscribed services to provide high speed internet of 1Gbps throughout the campus to provide uninterrupted access of internet resources to all its stakeholders.
16. Wireless Access: The campus is wi-fi for providing wireless access to its stakeholders without hassle on all kinds of devices.
17. Servers- Institute has established servers for the need for laboratories, library resource management and sophos UTM.
18. Feedback collection mechanism- The feedback from stakeholders is collected online using ERP (student feedback) and google forms (staff, alumni, employer and parents feedback).
19. Student grievance- Institute has provided students with a student grievance portal in ERP to enable them to report their grievance.
20. Recorded Video lectures- The library server has many of the video lectures which are readily available for download. It also includes lectures of MOOC's courses provided by NPTEL-SWAYAM.
21. Alumni portal-Institute has a dedicated alumni portal (<https://alumni.skit.ac.in/>) for hosting events and information related to alumni. It is maintained by a dedicated alumni cell.

Institute has provided training to its technical staff members for in-house maintenance of supporting systems. A network administrator and dedicated staff for ERP operations is therefore appointed in addition to technical assistants to support e-governance in the institute.

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