B.T. INSTITUTE OF EXCELLENCE, SAGAR - 470 004 M.P.

ANNUAL E-GOVERNANCE REPORT FOR THE ACADEMIC YEAR 2020-2021

The LSSM Board owns and runs BTIE College, which was started in 2008. The e-Gov policy's main goal is to guarantee accountability and openness in all of this institution's operations. Technology Enhanced Learning was expedited and a paradigm shift in higher education was brought about by the COVID-19 pandemic.

The seven main areas where e-governance has been implemented are as follows:

1. Administration

For efficient information sharing, the college makes use of social networking sites and instant messaging apps like WhatsApp. The institution is now more approachable and aware of its responsibility to its stakeholders as a result of this change. Faculty members are receiving training this academic session on online pedagogies such as Zoom, Google Classroom, Google Meet, forms, and tools for recording and editing audio and video.

2. Finance and Accounts

The college management has decided to implement online fee payment options, this change has made it easier to make direct payments during the pandemic, offering a more convenient and safe method of making payments with automated documentation.

The administrative team of the college use online payment methods, and Excel to keep track of the financial records for the academic and fiscal year. The employees received the salary slips and other crucial financial data using e-governance systems.

3. Admission and Student Support

Through the use of affiliating university Dr. Harisingh Gour (Central) University, Sagar online portal (M.P. Online), the College guarantees a streamlined and uniform procedure that improves transparency and efficiency in the admissions process. Participation of teachers and students in online activities organized by the affiliating university and other institutions is encouraged by the college.

4. Examinations

Various approaches were used for lectures, assignments, internal exams, etc. Google Meet and Google Classrooms were used to conduct special online classes. Exam schedules and publishing of results are now available online. Excel was used by the examination cell to compile the result.

The software is used to create a consolidated result and its analysis for further action to support students.

5. Learning Materials

To support students in continuing their education during the epidemic, the university grant commission released e-learning resources. All students were intended to have access to the e-learning materials, which also made it easier to distribute instructional materials effectively. College teachers also prepared course materials as PPT and shared with students and interacted.

6. Administrative Software

The College put in place an administrative software system that made it possible to manage administrative procedures effectively. The program enabled the efficient processing of administrative chores and made it navigable by all authorized workers.

7. Library

The KOHA, Library Software has been implemented by the college library, assisting staff members and students in issue and deposit of books. Students are encouraged to search On-line available study material.