

Title of the Practice:

Complete web based online admission process for B.A./B.Sc. and M.A./M.Sc. courses

Objectives:

- Maintenance of Simple database.
- Easy operation for operator of the system.
- User interfaces are user friendly and attractive.
- It takes very less time for operator to get use to with system.
- User must be able to send mails using this system.
- User must be able to join a particular group or leave it at will.
- User must be able to send messages to other users.
- Notices will be circulated easily.

1. PRE ADMISSION

Defining admission criteria

Student Registration as per admission criteria along with necessary document upload like images /signature / mark / cast certificate / ID Proof

Payment integration bank/ gateway

Registration payment reconciliation

Publishing of valid applicant list

2. ADMISSION

Provisional merit list generation

Category wise final merit list.

EMAIL / SMS / Web site publishing of merit list for counselling / admission based on sit capacity.

Direct admission through e counselling procedure

Admission Challan generation and e-downloading facility

Admission Payment against admission challan through net banking/ debit card/ credit card

Admission payment reconciliation and e-downloading facility

Document verification of applicant and e-up/ downloading facility

3. POST ADMISSION

Student ID and Roll No generation

Student ID Card generation and e-downloading facility

Student Attendance registers

Context:

- Barasat Govt. College is located in the district headquarters of North 24 parganas, with easy access to both rail and roadways. It is well connected to a very densely populated rural and semi urban hinterland.
- It is a completely government funded institute and hence the fee structure is very low.
- It is one of the oldest and most reputed institute of the locality. Well known for its strong faculty strength and excellent academic results.
- Thus the institute is in high demand and the demand ratio of the college is approximately 1:100.
- To have a transparent merit base admission system, the huge data generated has to be maintained, compiled and analyzed. Hence a totally online admission procedure is the need of the day.
- Applicants from distant areas can avail the system online without having to be physically present in the institute.

Practice and Implementation:

- Login to the system through the first page of the application.
- New student registration after logging into the system.
- View/change his/her details.
- Can get help through the help option to view different features of the system.
- Admin login should be present who can read as well as remove any uploads.

College Management Software is web enabled software designed to manage the entire Operations of an institution. It is a simple yet powerful one joint integrated platform that connects all the various departments of an institution like Administration, Account, Student section, Student and many more specialized modules. We have seen over the years that the process of notice boards, important notification about academics has been carried out manually almost across all educational institutions. The process is not only time consuming but also inefficient. Today, we need not to maintain paper based Notice boards. Also in this system we are going to add the web based technology using which we can get the notifications given by the institutes. Following this thought, we have developed a online admission system based on the concept of web services which is implemented on Android mobile application as well as on PC that communicates with the database residing on a remote server. The Unique ID system provides unique identification numbers to the persons who using this system. UID Number which would not just help the admin to track down individuals, but would make life far easier for users as they would not have to submit multiple documents each time because those will be available and to be used.

Best Practice 2

Title of the Practice:

Book bank operating for financially under privileged students

Objectives:

To provide a **Book Bank** for under privileged students who do not have the financial ability to purchase text books.

Context:

- Barasat Government College is located in the district headquarters of North 24 Parganas. It is well connected both by rail and road to the large rural hinterland of the district. A good number of students of this college come from the rural or semi-urban areas. There is a high rate of enrolment of students of under privileged sections of society, mostly from the SC, ST, OBC and Minority community.
- The college provides books to the students both from the main library and departmental library. The maximum number that can be issued from the main library is two and that from the departmental library is three and has to be returned within 15 days of issue.
- Students require specific text books for university examinations. They need these throughout the year. They cannot afford to return these books to the library because they need to consult these anytime for ready reference.
- As many students belong to the economically weaker section of the society, they cannot afford to buy text books as well as reference books for their academic perusal.
- With this in mind, each department of the college has come up with a unique endeavour of providing text books and some reference books to needy students.

Practice and Implementation:

- The stock of books comes from donations from individual teachers and alumni of the departments. Specimen copies given to the members of the departmental faculty are also added to the already existing stock. Retired teachers also sometimes donate books from their personal library.
- A teacher of the department who is in charge of the seminar library is also in charge of the book. The teacher maintains the issue and book register of the bank.
- The students are asked to apply to the departmental head to avail the book bank facility. A departmental meeting is held to select the students on the basis of their financial capability. The selected students are asked to provide their name, address and contact number.
- The books are issued as per students' requirement for a maximum period of one academic year. They have to return the books after the end of the university exam. Book bank clearance is necessary for the students to collect their final examination mark-sheet from the college office. This ensures that books are timely returned to the bank.
- The students compensate for any damage to the books.