BHARAT INSTITUTE OF ENGINEERING AND TECHNOLOGY
Ibrahimpatnam - 501 510, Hyderabad

POLICY DOCUMENT ON E- GOVERNENCE

1. ADMINISTRATION:

a) **AUTOMATION**: It's a College Automation Package, designed and developed by Webpros Solutions Pvt Ltd, Visakhapatnam.. ECAP aims at immediate availability of data in required formats ease the work of staff and management and increase in transparency and accountability in administration. The details are mentioned below:

Package Highlights	
	> Internet or Intranet enabled Application.
	> User Levels with Access Rights for Data Security.
	> Course/Batch/Category/Student Fee Dues Reports.
	> Tracks Performance of Scholarship Students.
	> Fee/Attendance Reminders and Progress Reports.
	> Attendance & Marks Analysis.
	> Integration with Attendance Capturing Devices.
	> Accounts Module similar to Tally.
	> Payroll Integrated Staff Module.
	> Barcode Integrated Library Module.
	> Login for Students/Parents to access data online.
AMC PERIOD	FROM DECEMBER 2018 TO NOVEMBER 2019, Rs. 13575/-

Note:
- To efficiently use the above package highlights the institutions has two coordinators over college level and each department level coordinators to guide other faculty members.
- College level coordinator must see for the customization based on the requirement of the institutions.

ERP software terms and conditions:

1) Software must be installed in server which is provided by the institutions.
2) Software must be in executable form and customization as per the institutions must be done.
3) 24/7 service support must be extended through online or offline to solve our query.
4) 100% payment shall be made on completion of installation and training of all the modules of the software.

b) **BIOMETRIC:** Aadhaar enabled biometric attendance is available at BIET , it is very useful for attendance management system in the organisation to improve the governance done by a radium box, its an ideal solution for the verification needs, as it is able to provide rfid cards to the students.

Note:

1) The 100% payment shall be done after successful installation.
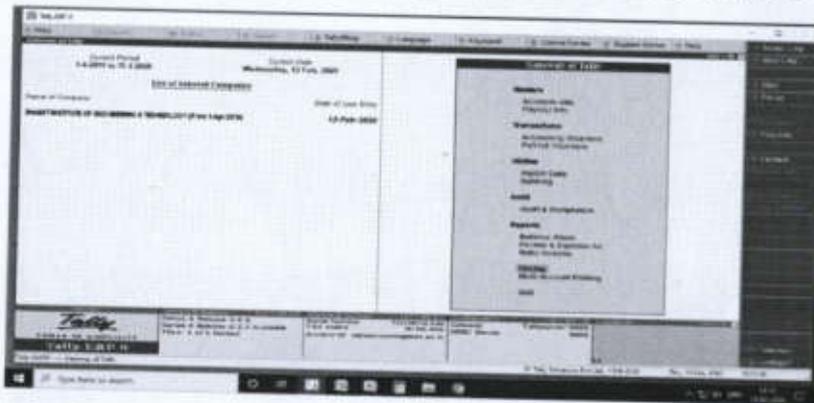2) On sight service must be given if any problem occurs.

BIOMETRIC EQUIPMENT

c) **CCTV** : Excellent and modernised coverage of the BIET campus that includes places like, corridors and canteen which helps the administration to monitor all the discipline issues at the maximum level.

2. FINANCE AND ACCOUNTS

Tally: tally erp 9 is very popular accounting software used by BIET, it is very simple to use, intuitive and also enables to manage GST compliance, and it also notifies the user.

AMC PERIOD:

The AMC period starts from April 2018 to March 2019 and the amount is Rs.63720/-

3. STUDENT ADMISSION AND SUPPORT:

a) **Automation:** when it comes to the admission process, most of the institutes opt for the traditional approach of publishing an advertisement in the news paper, inviting applications, manually screening applications and documents but BIET uses highly

evolved automation for all the informations in a very sophisticated manner .the key feature includes generating the id card to the new students and having complete information about the transport facility the student is planning to avail.

b) **Library: KOHA** is the first free and open source library automation software. it is designed to manage physical collections of items (books, cd's, videos, reference etc). in this software, user interface is very configurable and adaptable and has been translated into many languages. it provides cataloguing, searching, member/patron management, an acquisition system and circulation (issues, return and reserves).it helps the BIET students and faculty members in utilising the library to the maximum level.

c) **App used to track college bus** :
BIET has an excellent bus tracking app (NavNext) which enables the management to monitor ignition status, over speeding, vehicle lock, and idling report, fuel monitoring and location history which is very helpful for the BIET students and faculty.

4. EXAMINATION:

a) **Website:** BIET, maintains and updates its website on regular basis which is governed by the website committee each and every important event and development is highlighted in college website, college provides link of results to the students in the website for easy accessibility .

b) **JNTUH exam portal:** A well oraganised JNTUH exam portal to upload students attendance, to download the JNTUH question papers,to download the hall tickets to up load the marks scored by the students and to know the results.

c) **Automation :** BIET upload the mid I and mid II as well as lab internal and external marks in the automation which helps the faculty and students to simplify the work by expanding the testing capacity , get faster feed backs and improves the quality.

PRINCIPAL

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