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# Biyani Girls B.Ed. College

Approved by NCTE & Affiliated to the University of Rajasthan
R-4, Sector-3, Vidhyadhar Nagar, JAIPUR - 302 039
Phone : 0141-2338591-95, 2336226 • Fax : 0141-2338007

Mission : Women Empowerment
Vision : Technical Education

Screenshots of the following:-

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination System
6. Biometric / digital attendance for staff
7. Biometric / digital attendance for students

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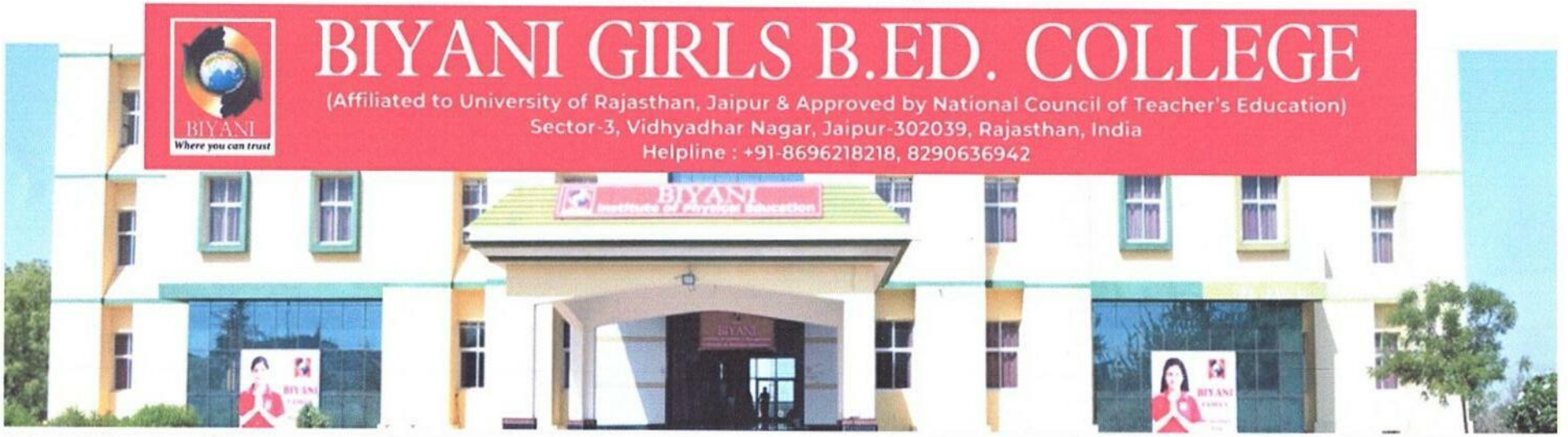
# Student Login Page

Biyani Girls B.Ed. College




## STUDENT LOGIN

Username

Password

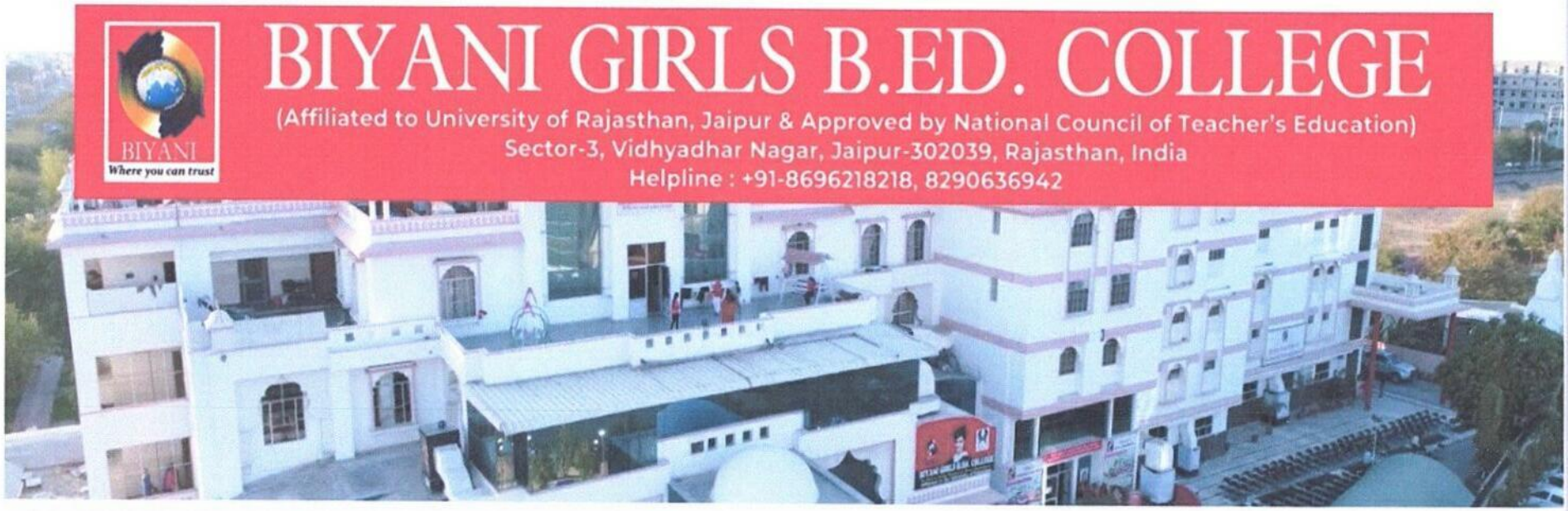
Submit

Principal
Biyani Girls B.Ed College
Jaipur

Activate Windows
Go to System in Control Panel to activate Windows.

# Login Page

Biyani Girls B.Ed College




## FACULTY LOGIN

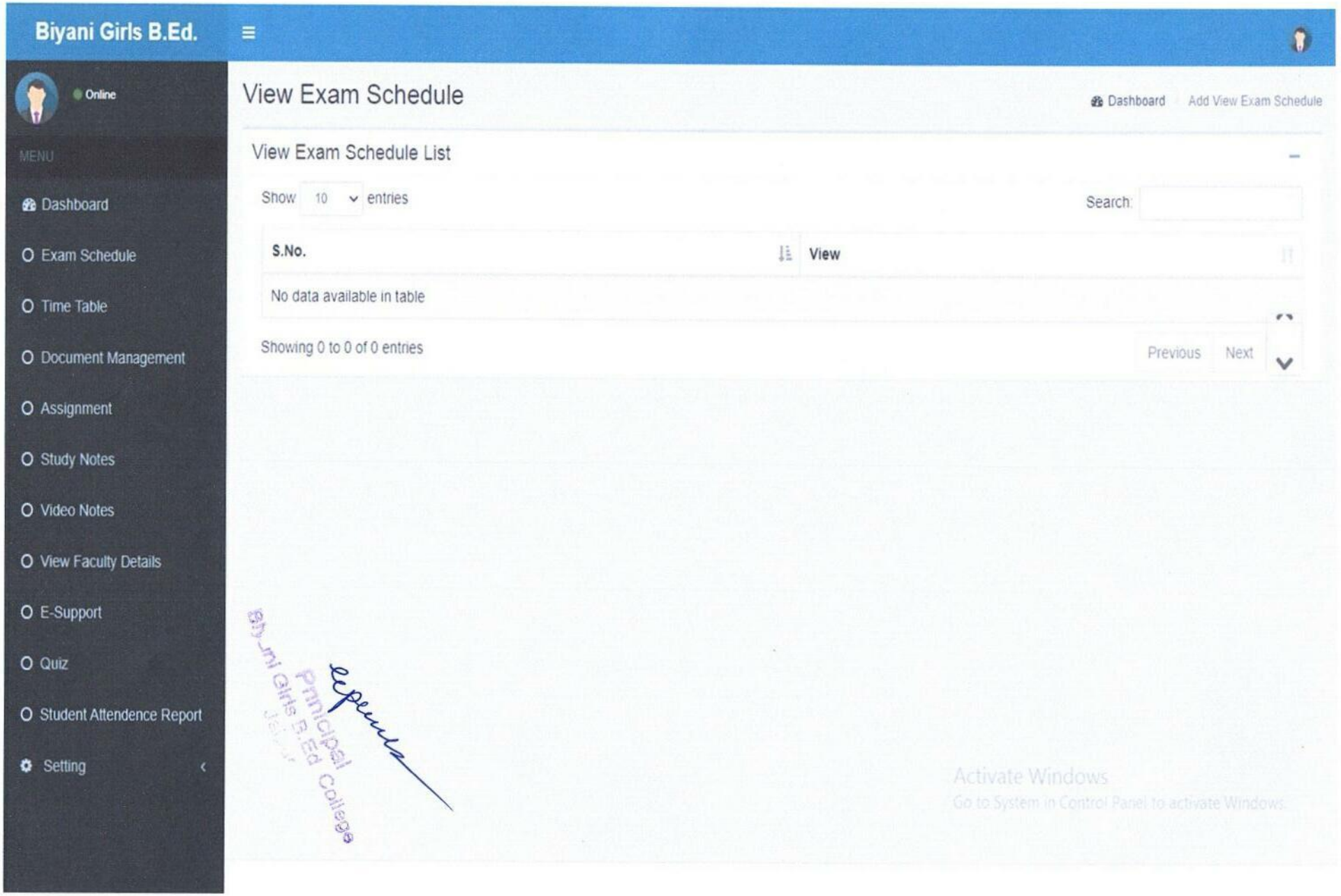
Username

Password

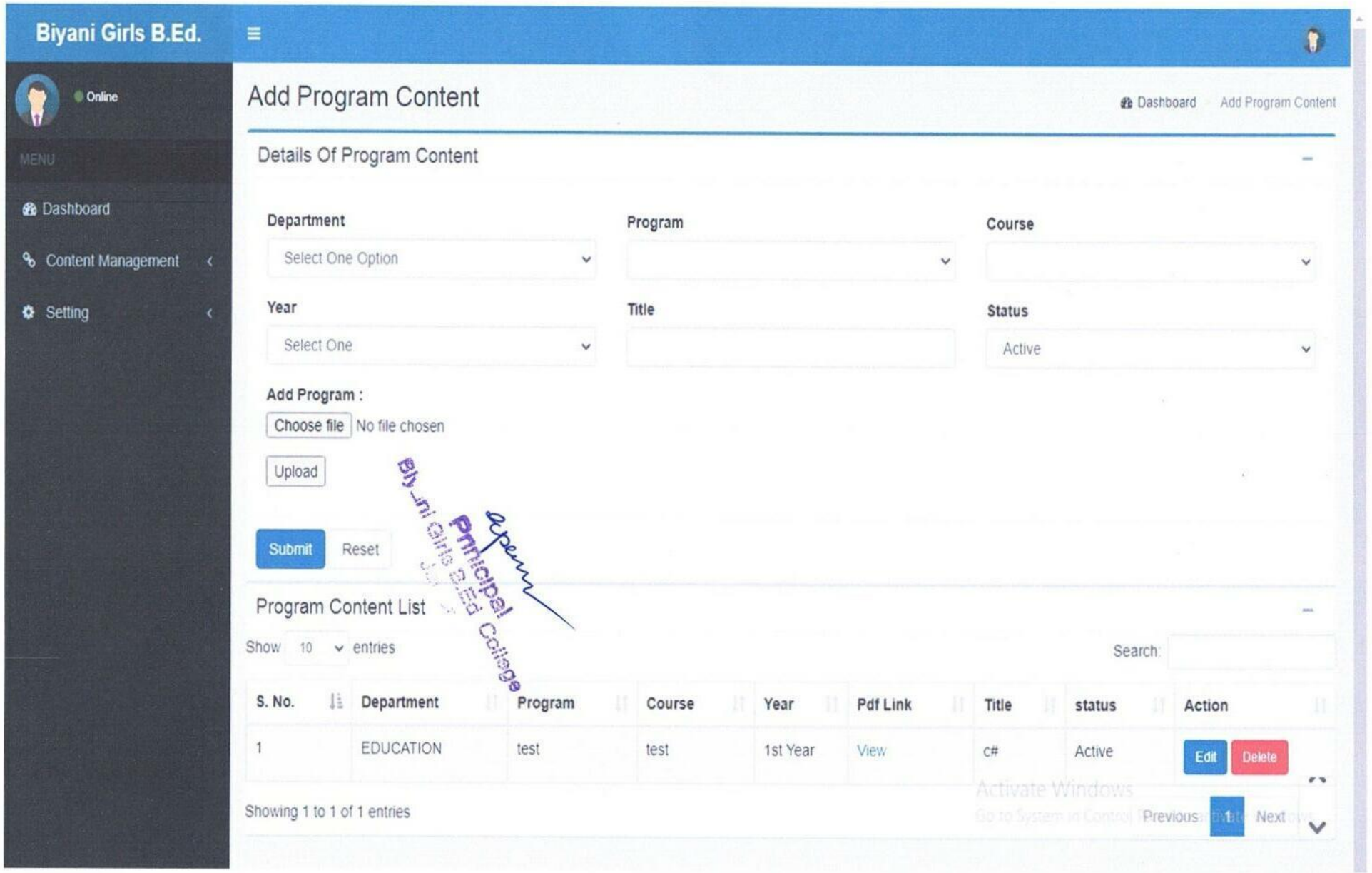
Submit

Activate Windows
Go to System in Control Panel to activate Windows.

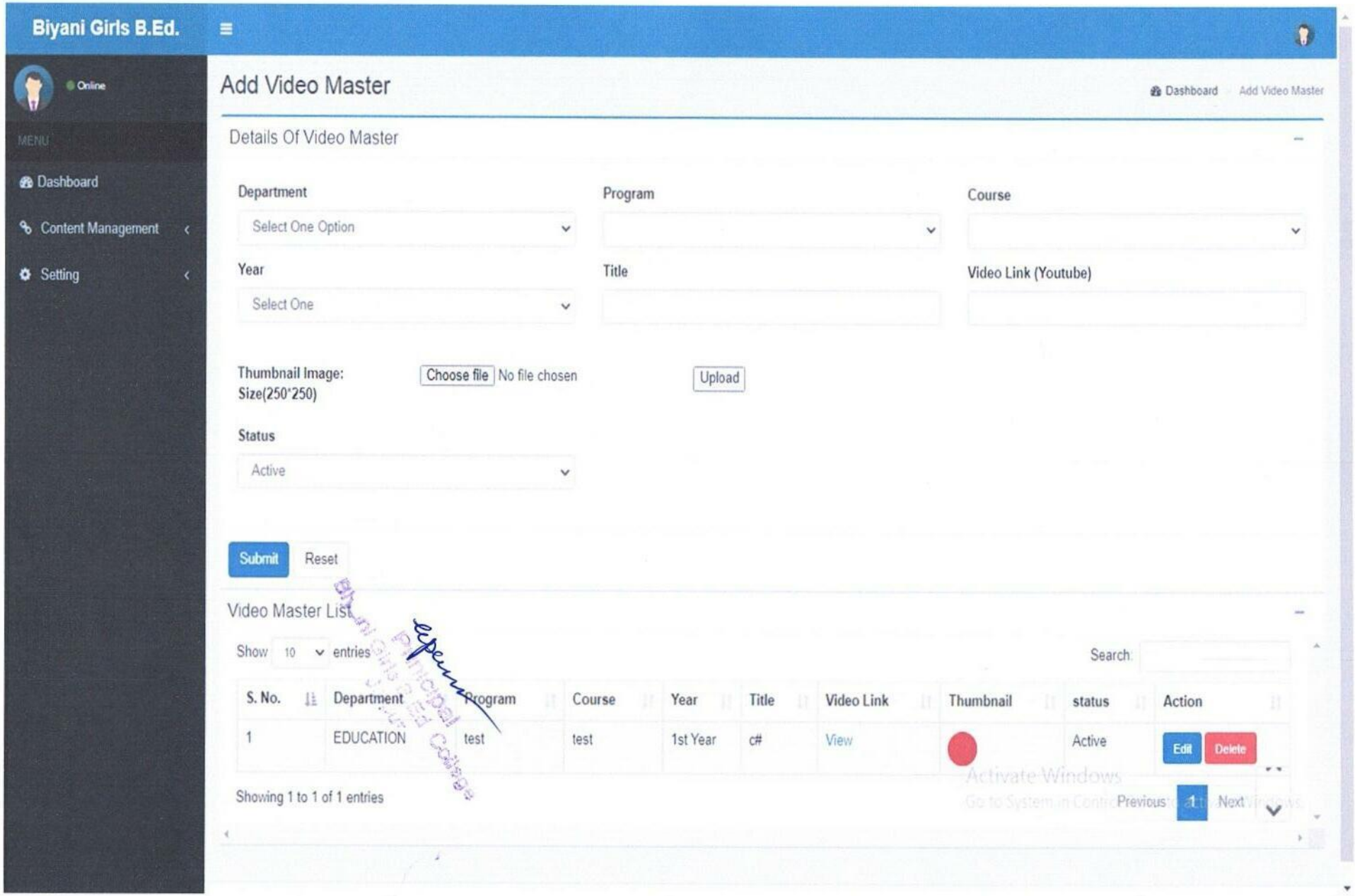
# Exam Schedule



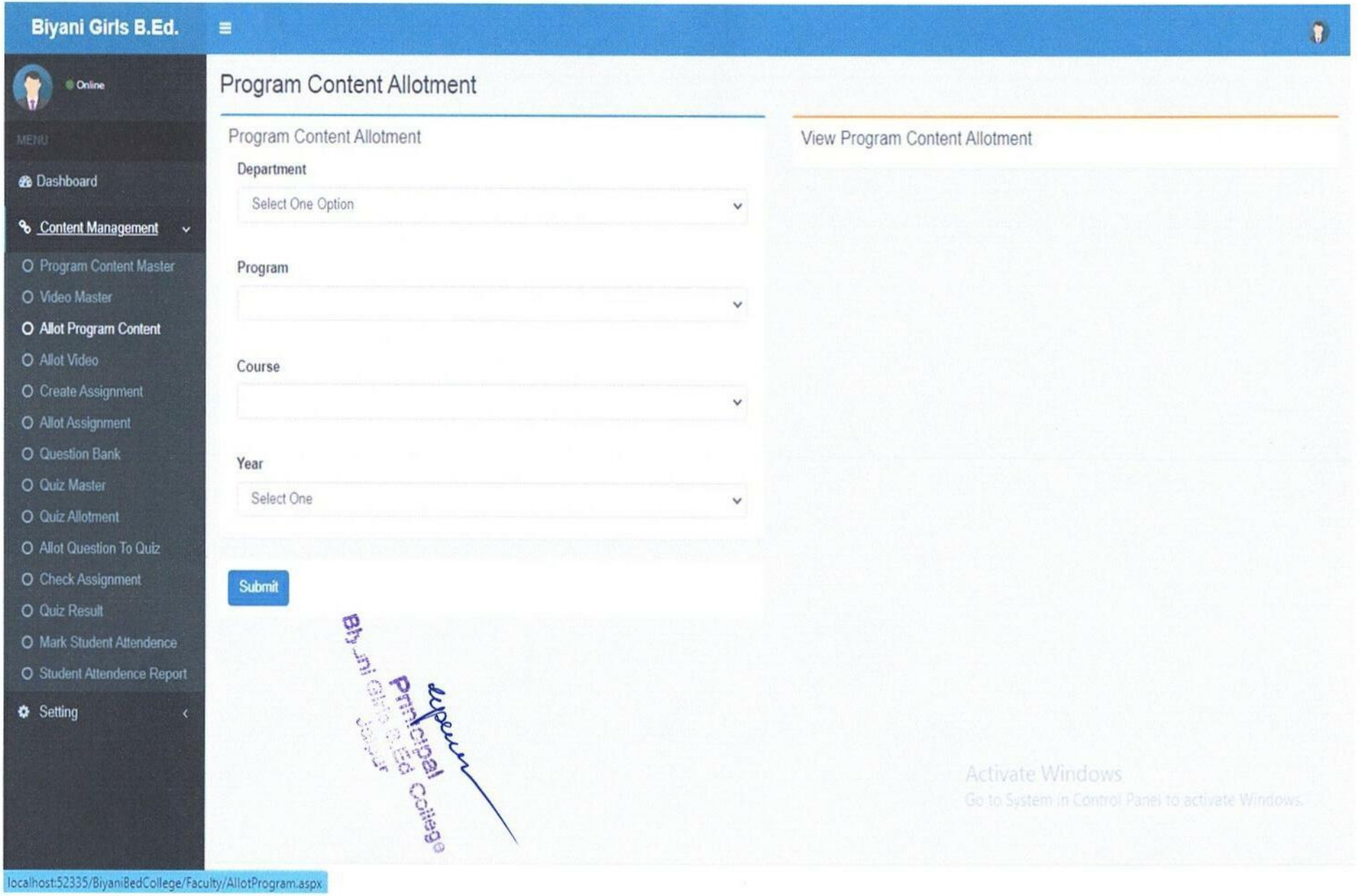
# Program Content Master



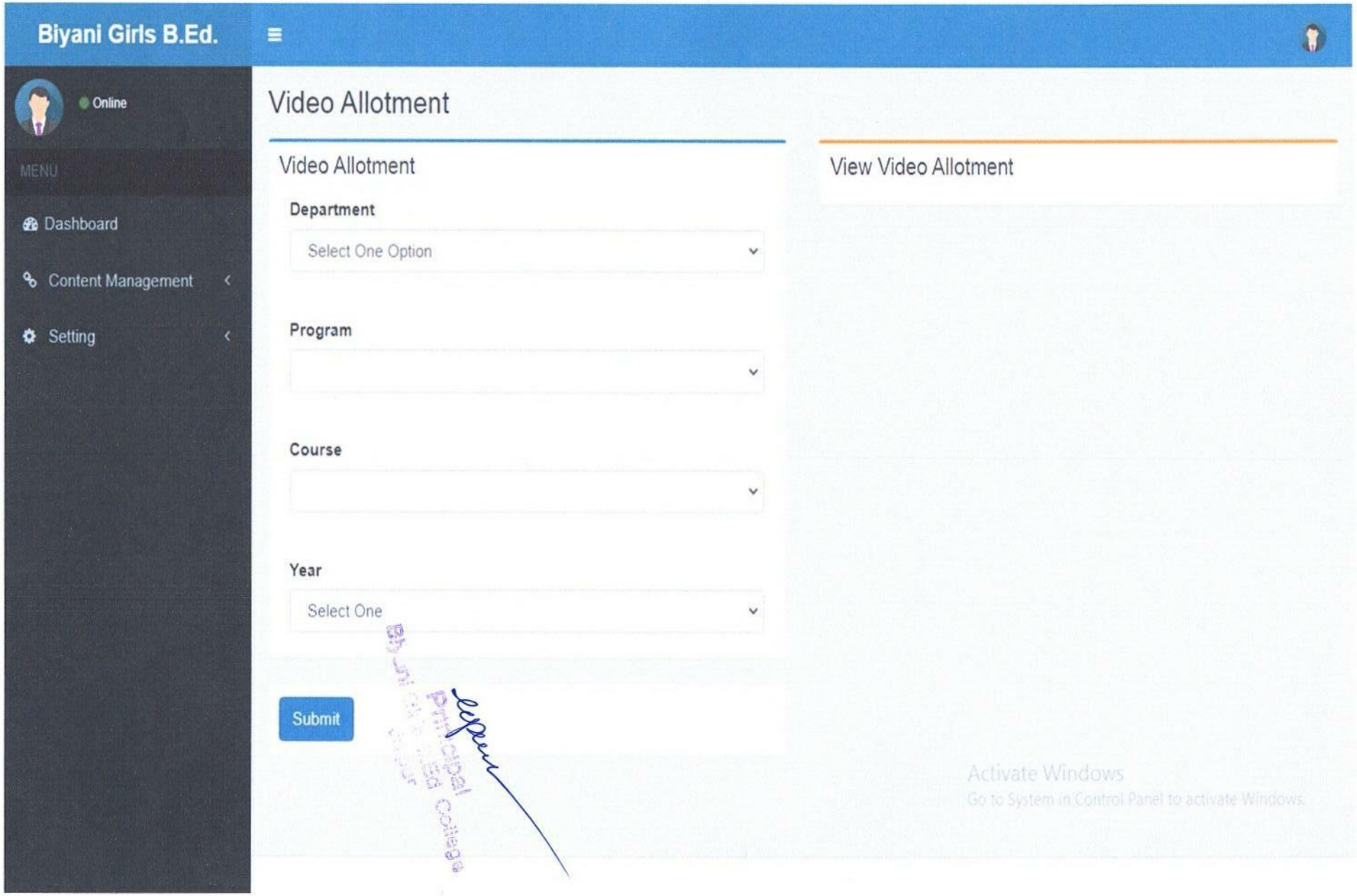
# Video Master



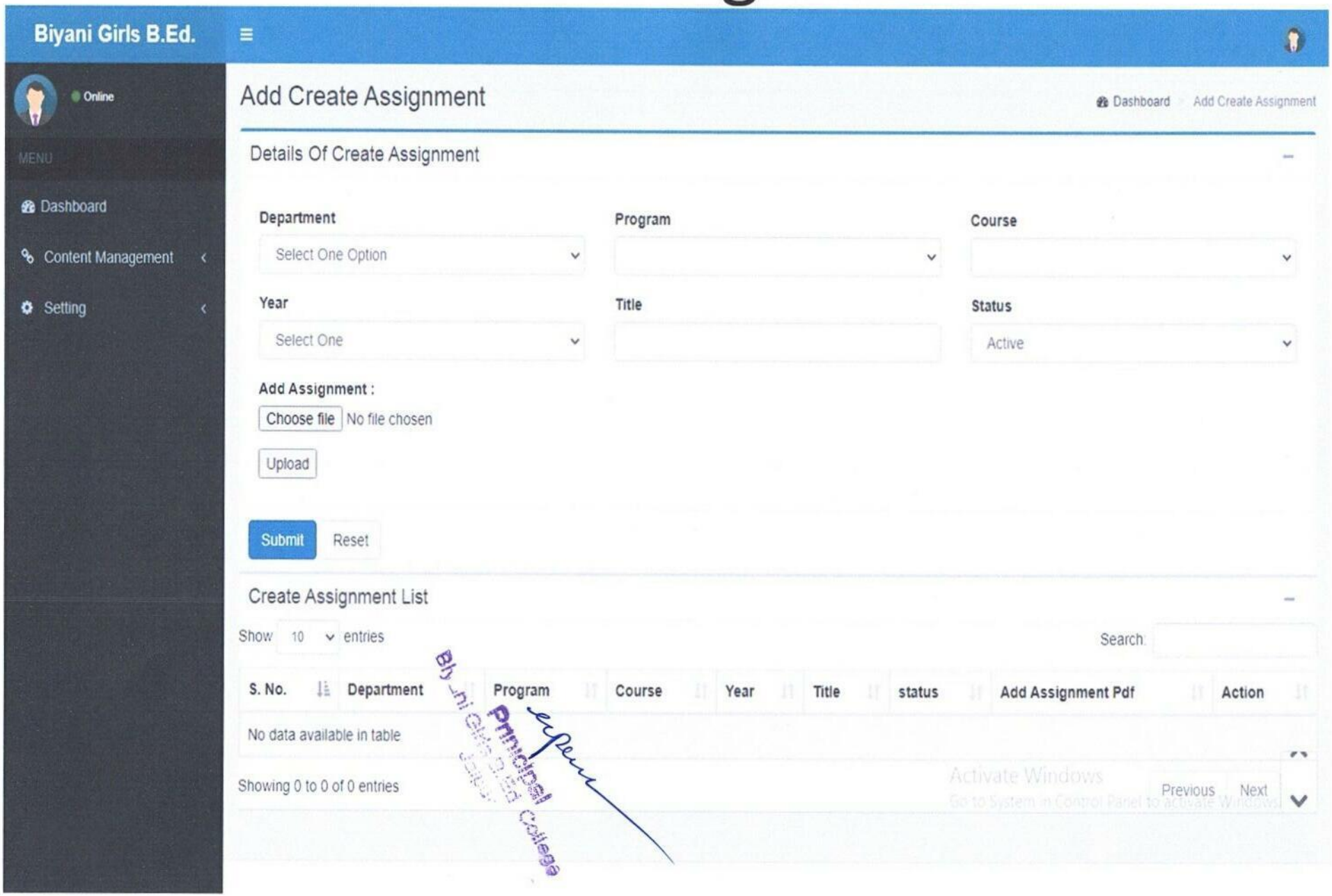
# Program Content Allotment



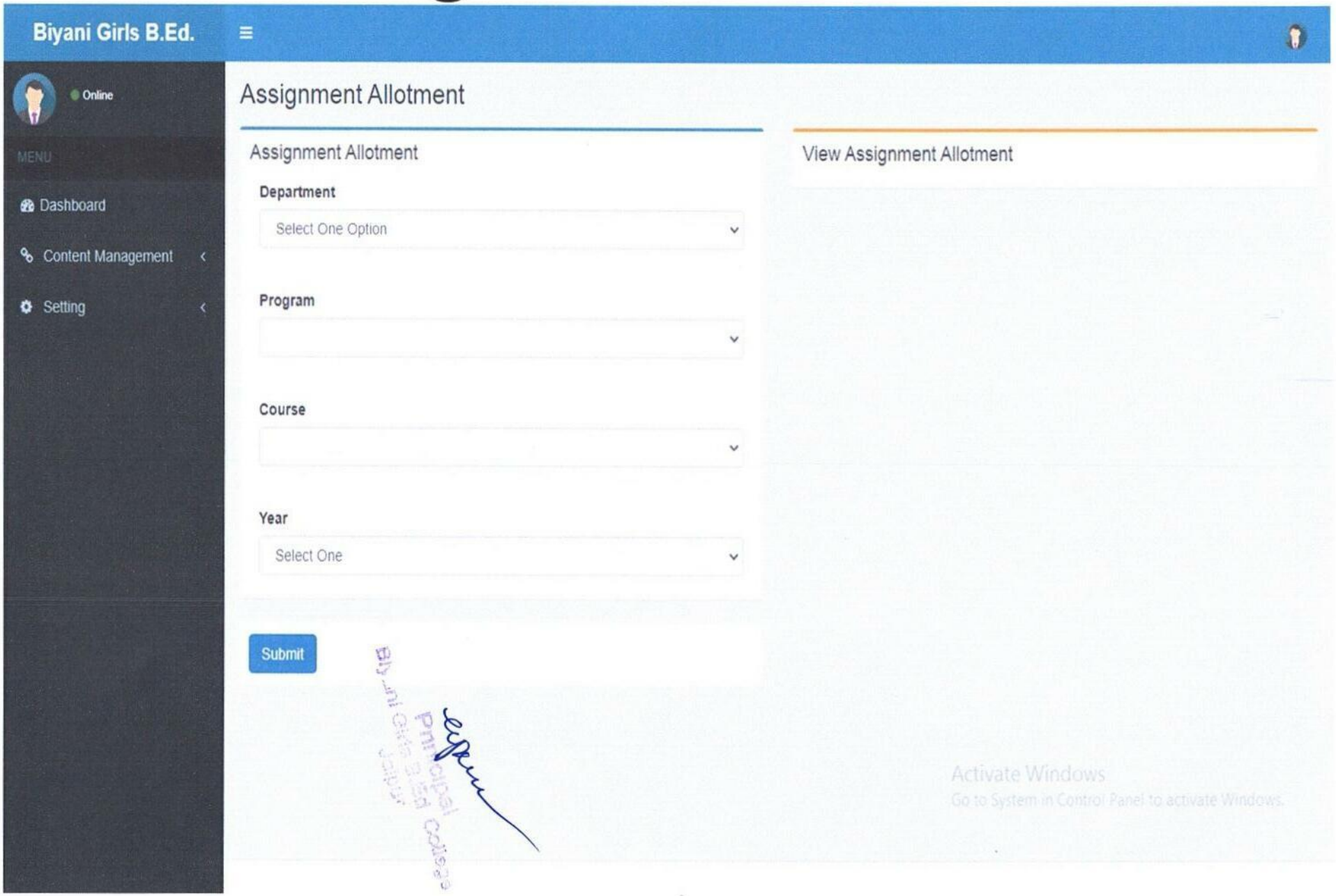
# Video Allotment



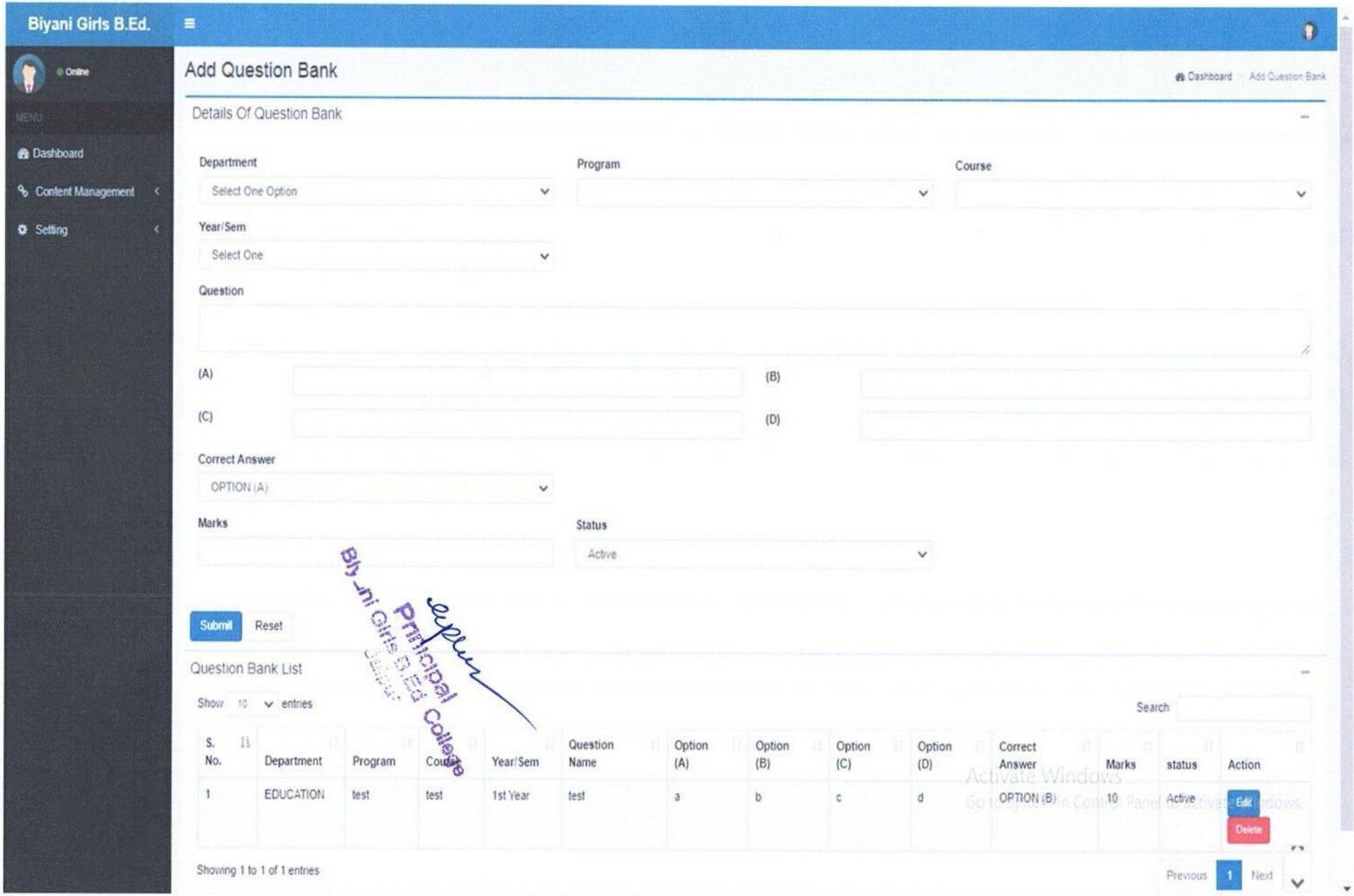
# Create Assignment



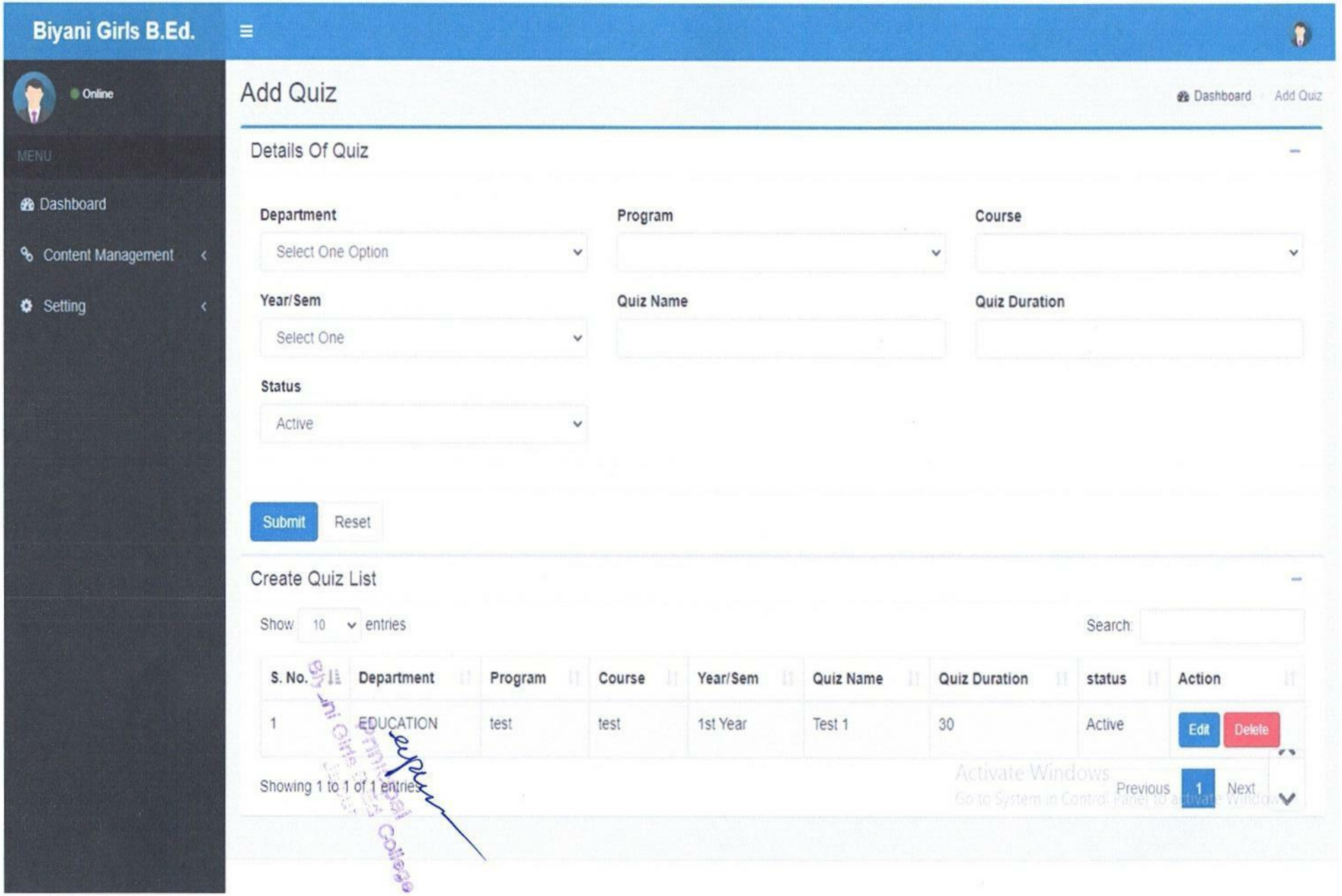
# Assignment Allotment



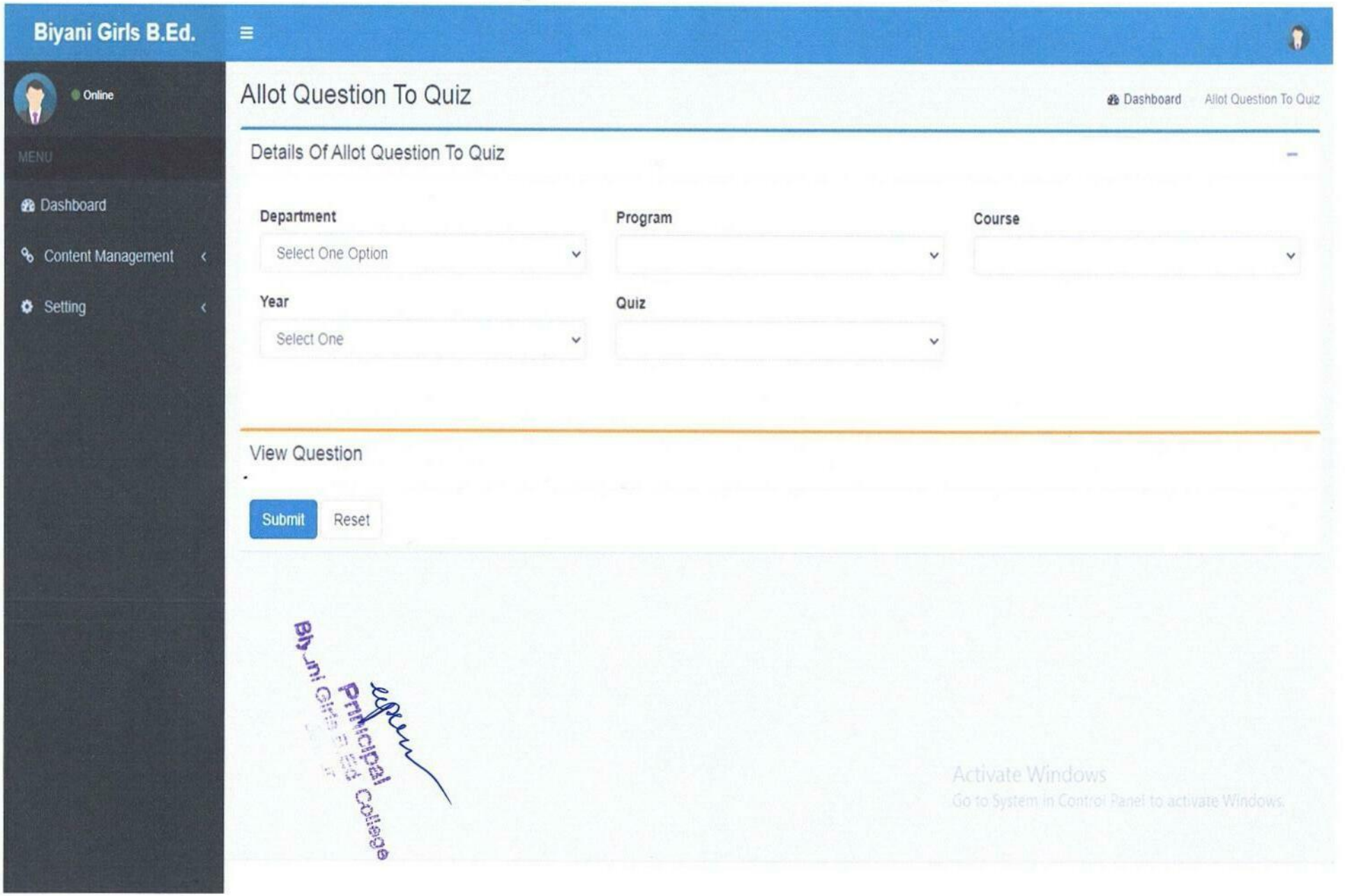
# Add Question Bank



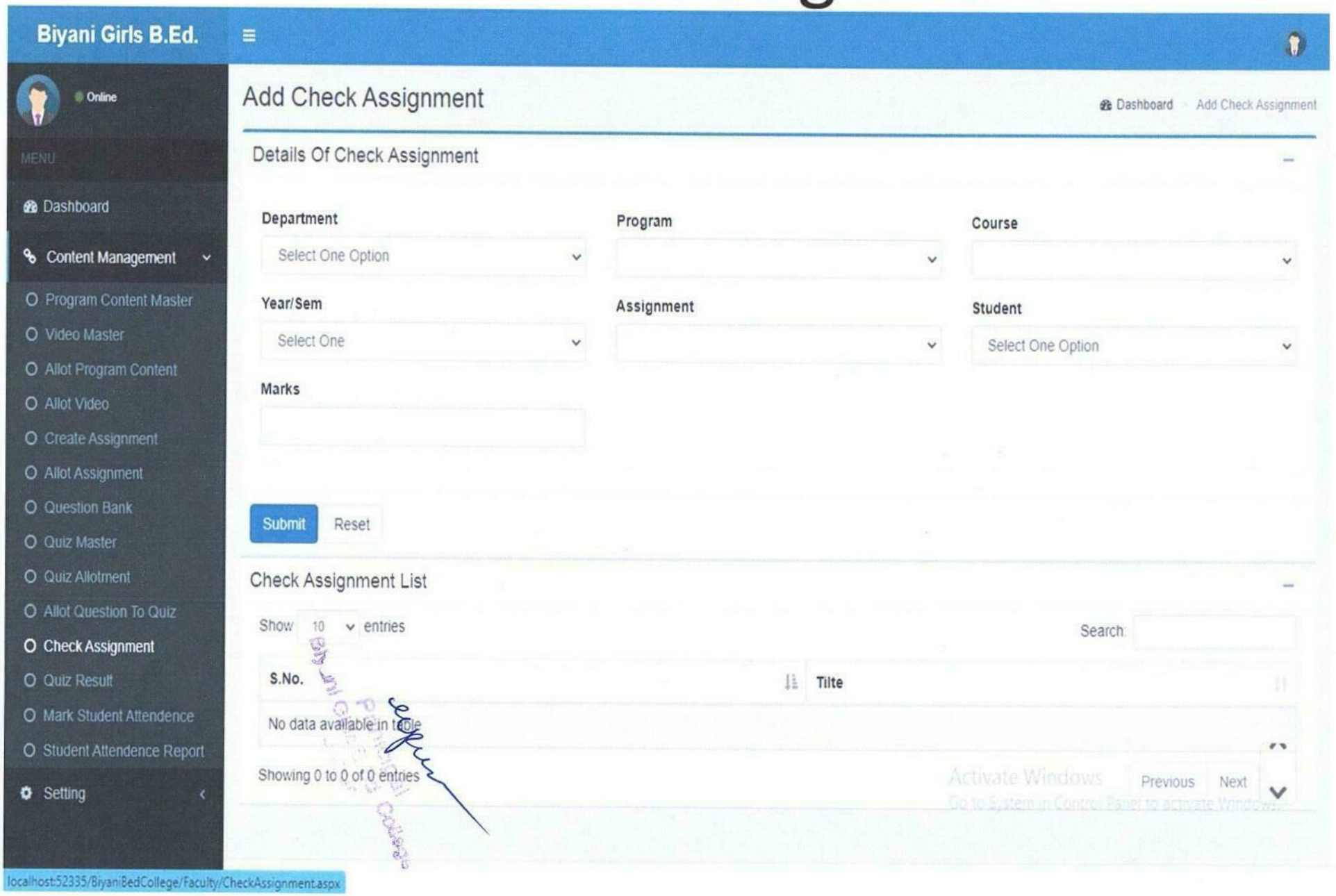
# Add Quiz Master



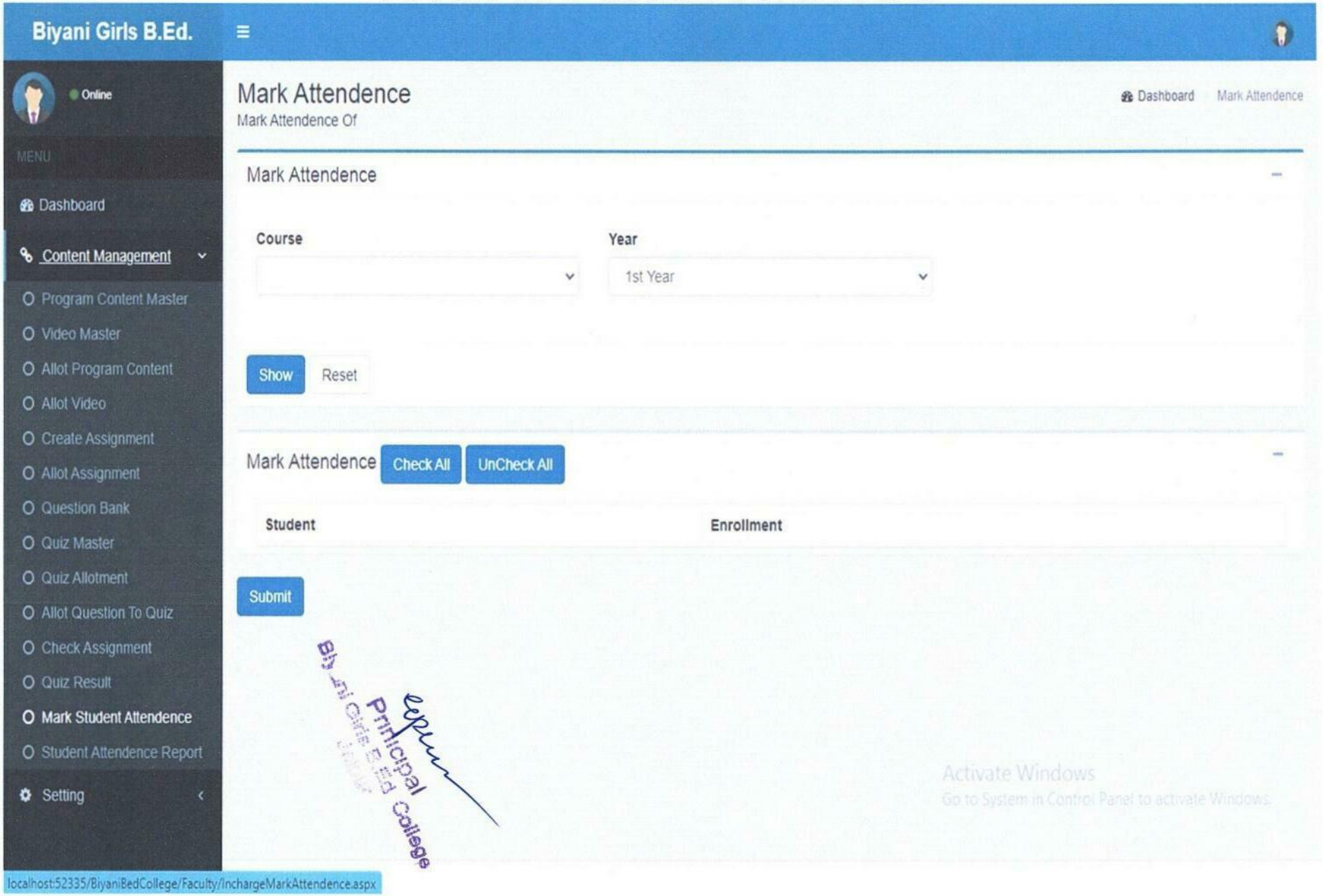
# Allot Question To Quiz



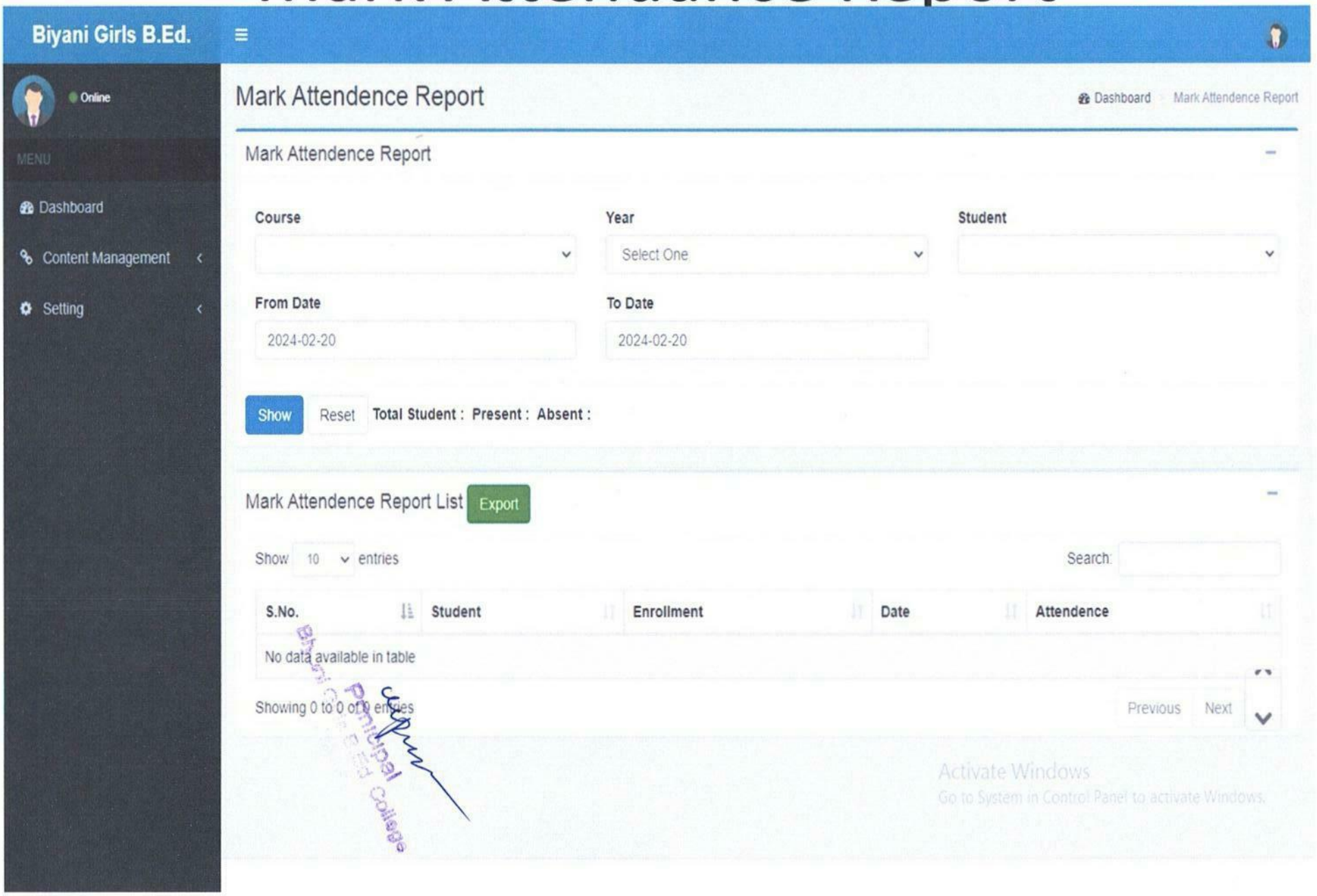
# Add Check Assignment



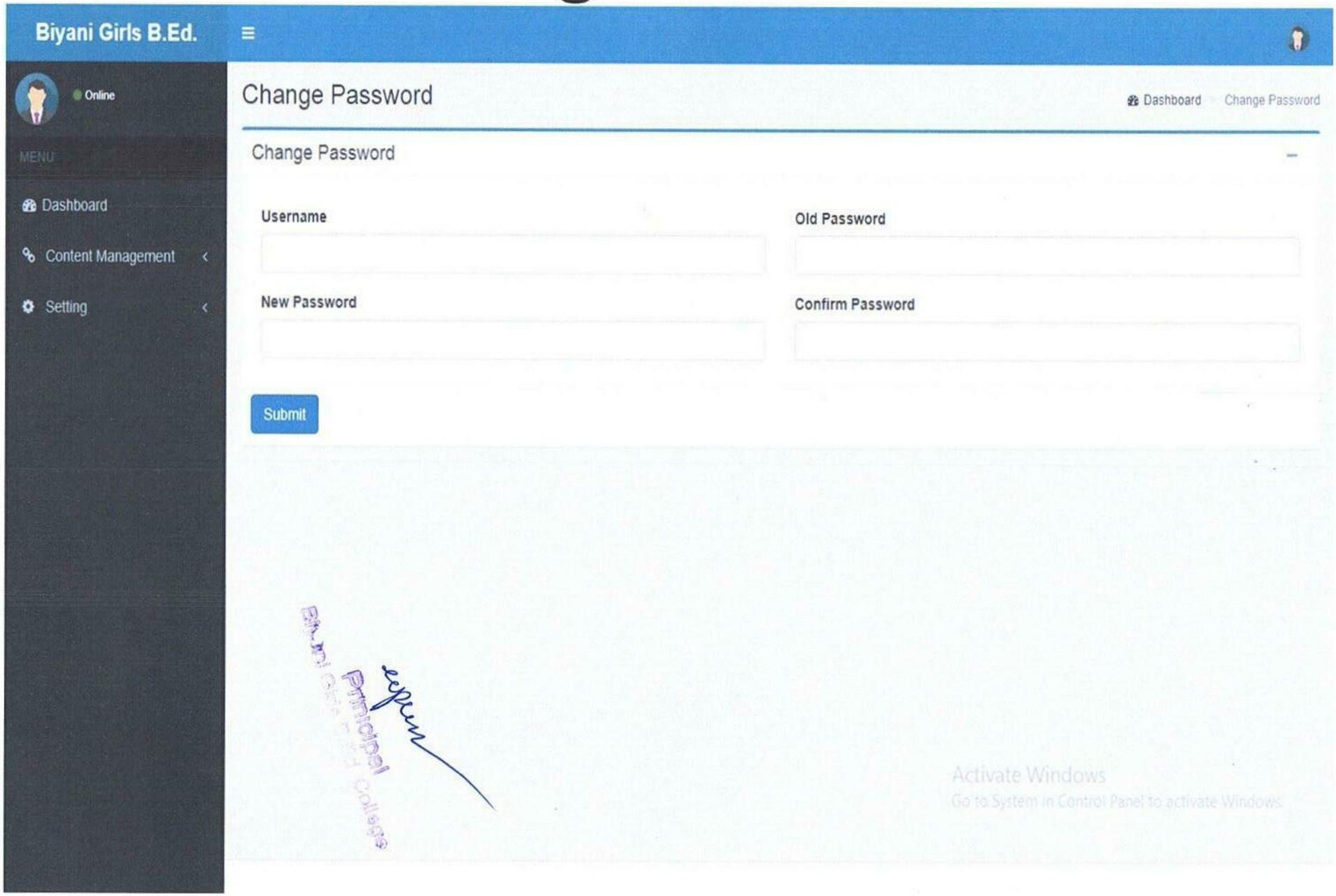
# Mark Attendance



# Mark Attendance Report



# Change Password



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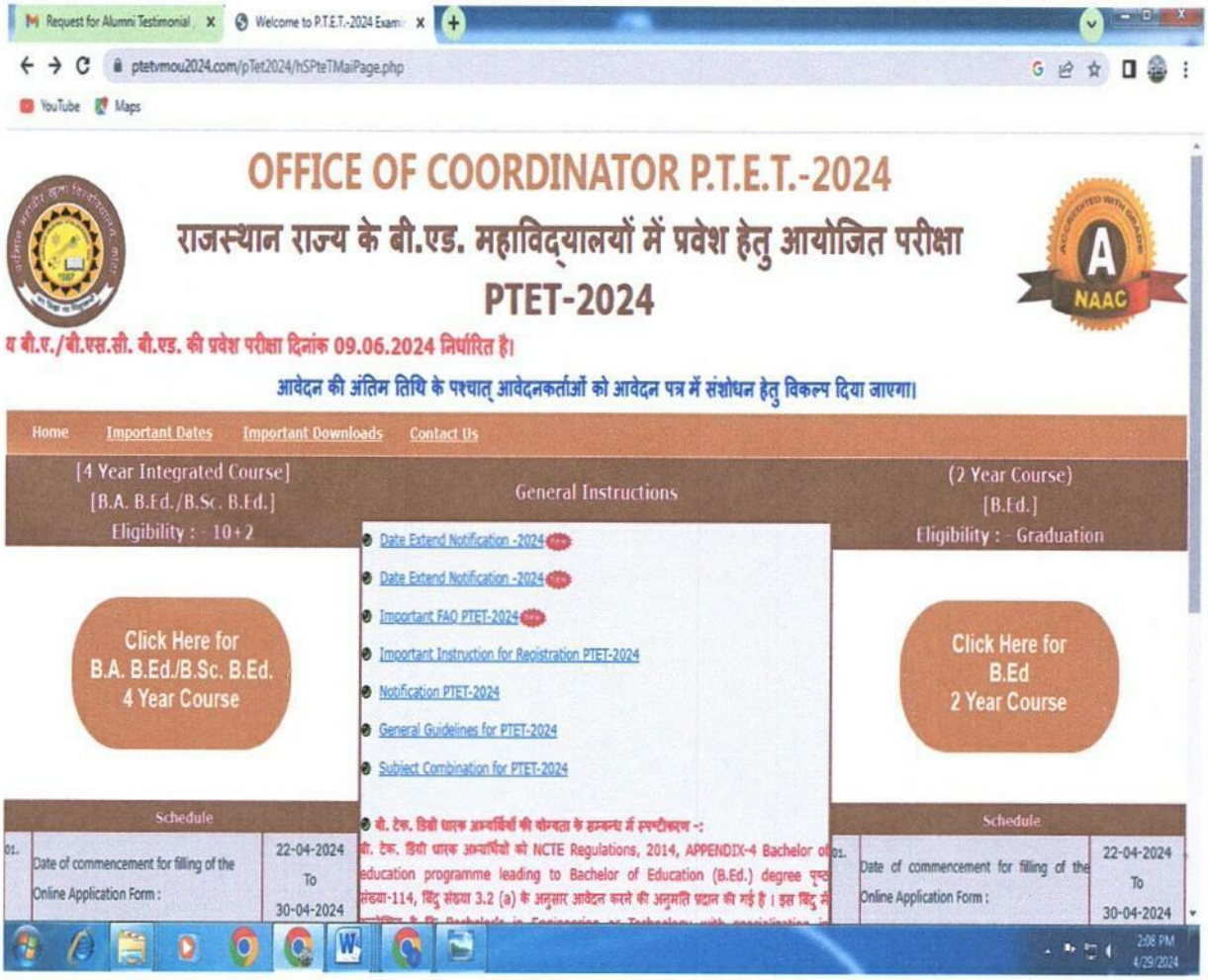


## SCREENSHOT OF ADMISSION PORTAL

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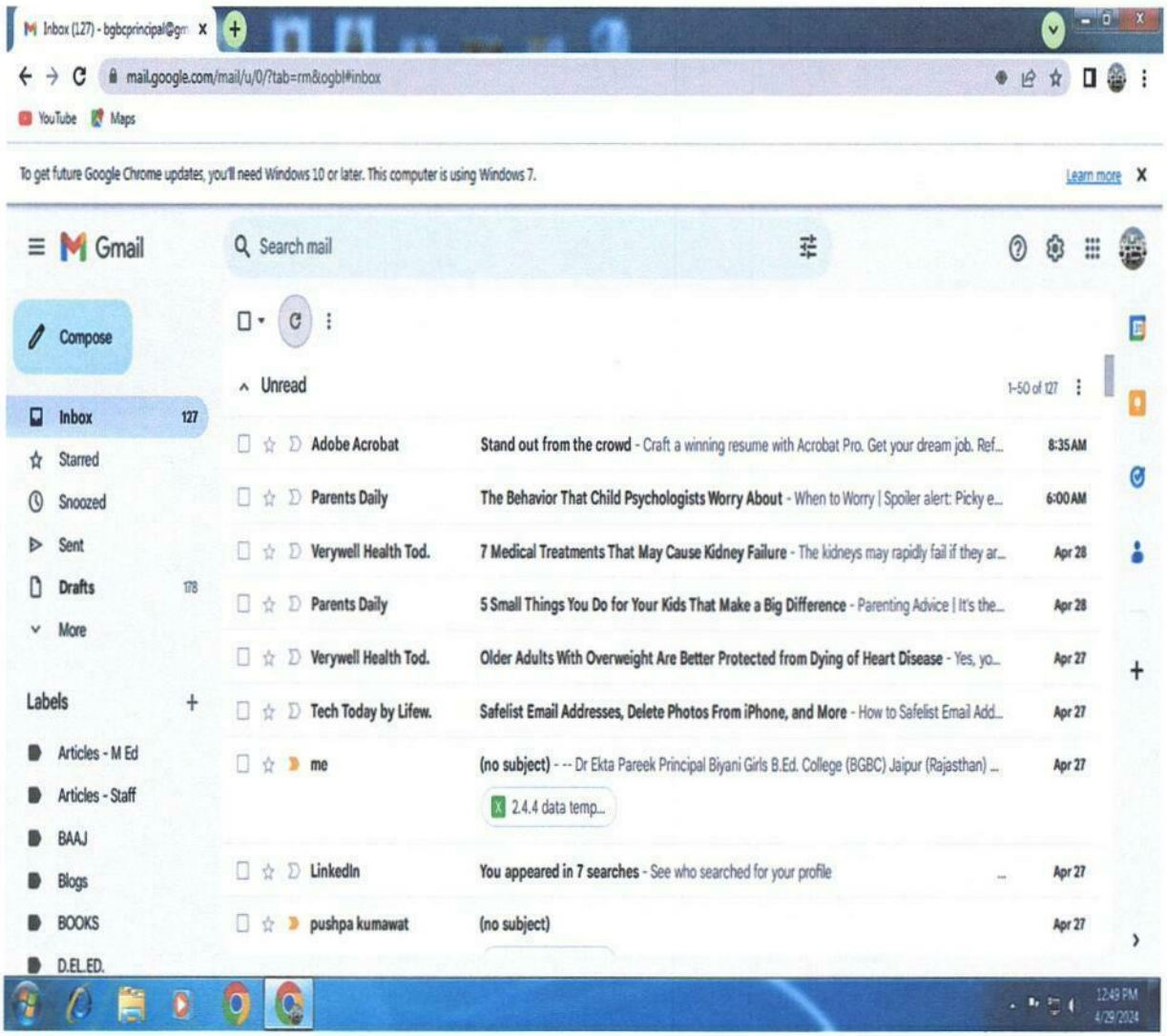


**SCREENSHOT OF OFICIAL E-MAIL ID**

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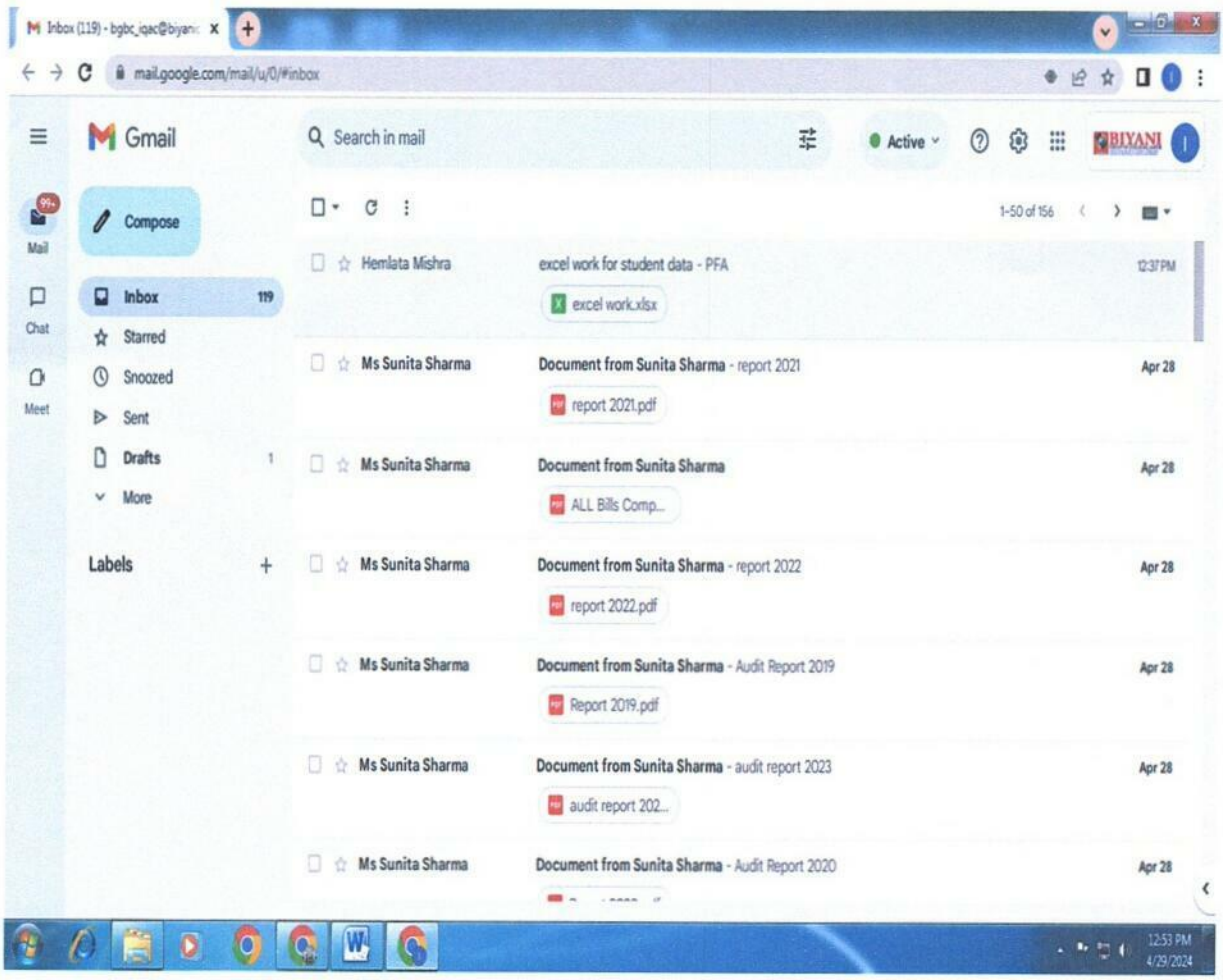


## SCREENSHOT OF IQAC E-MAIL ID

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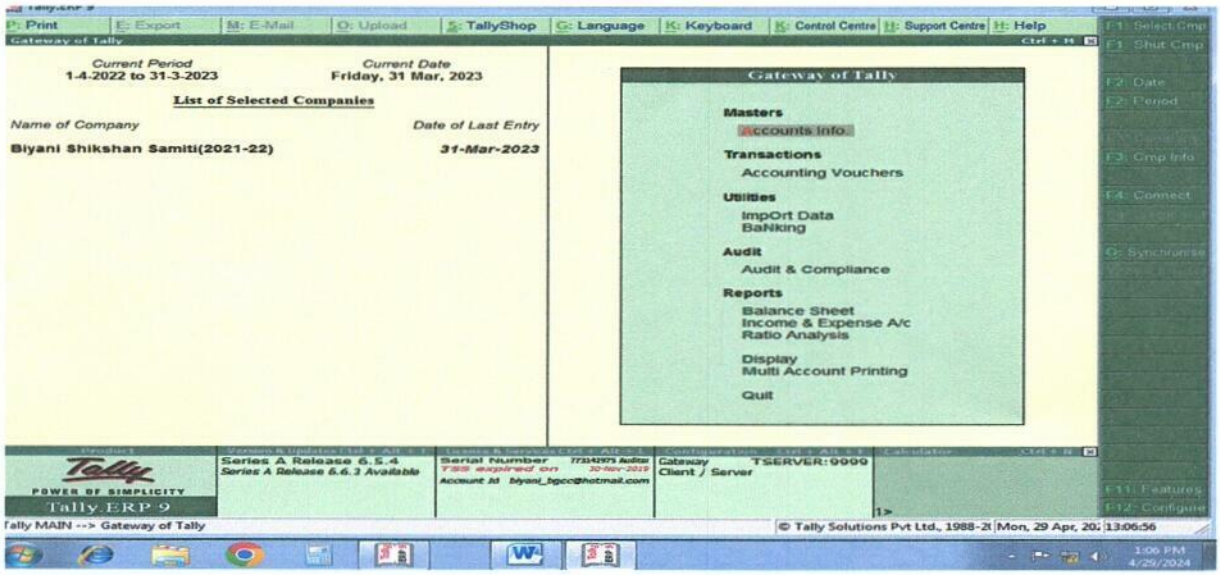


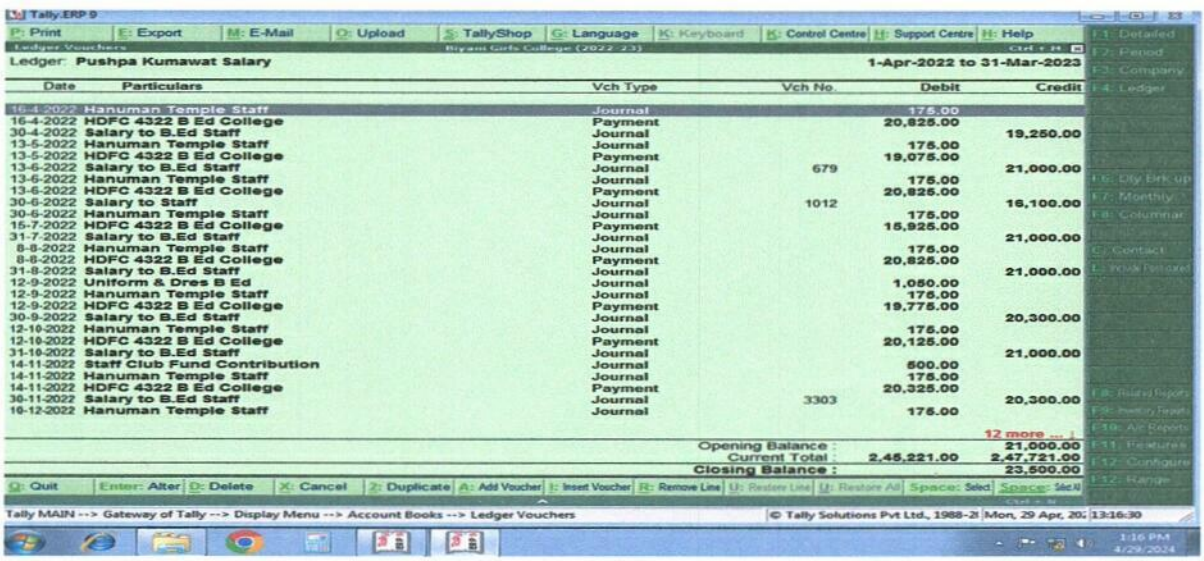


## SCREENSHOT OF TALLY ERP

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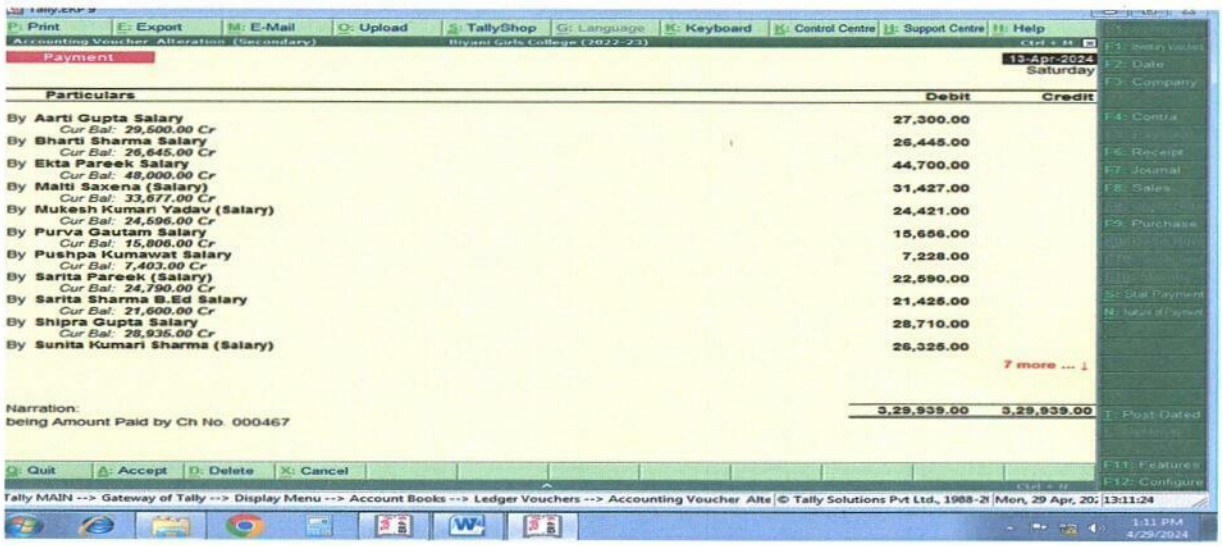


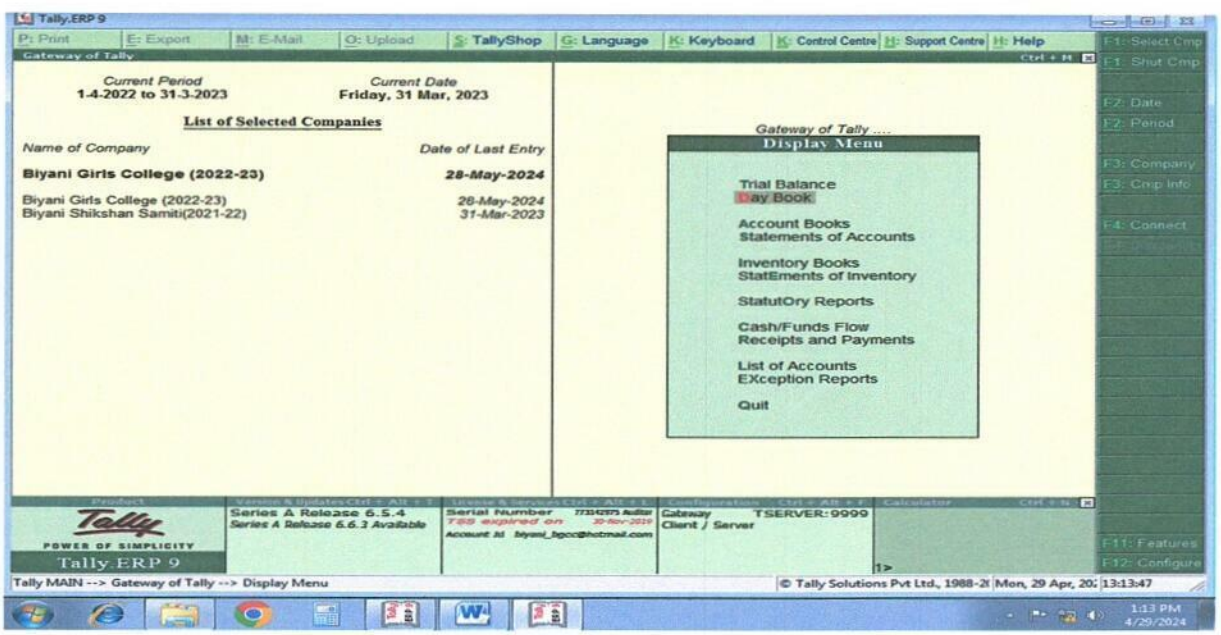


**SCREENSHOT OF TALLY ERP**

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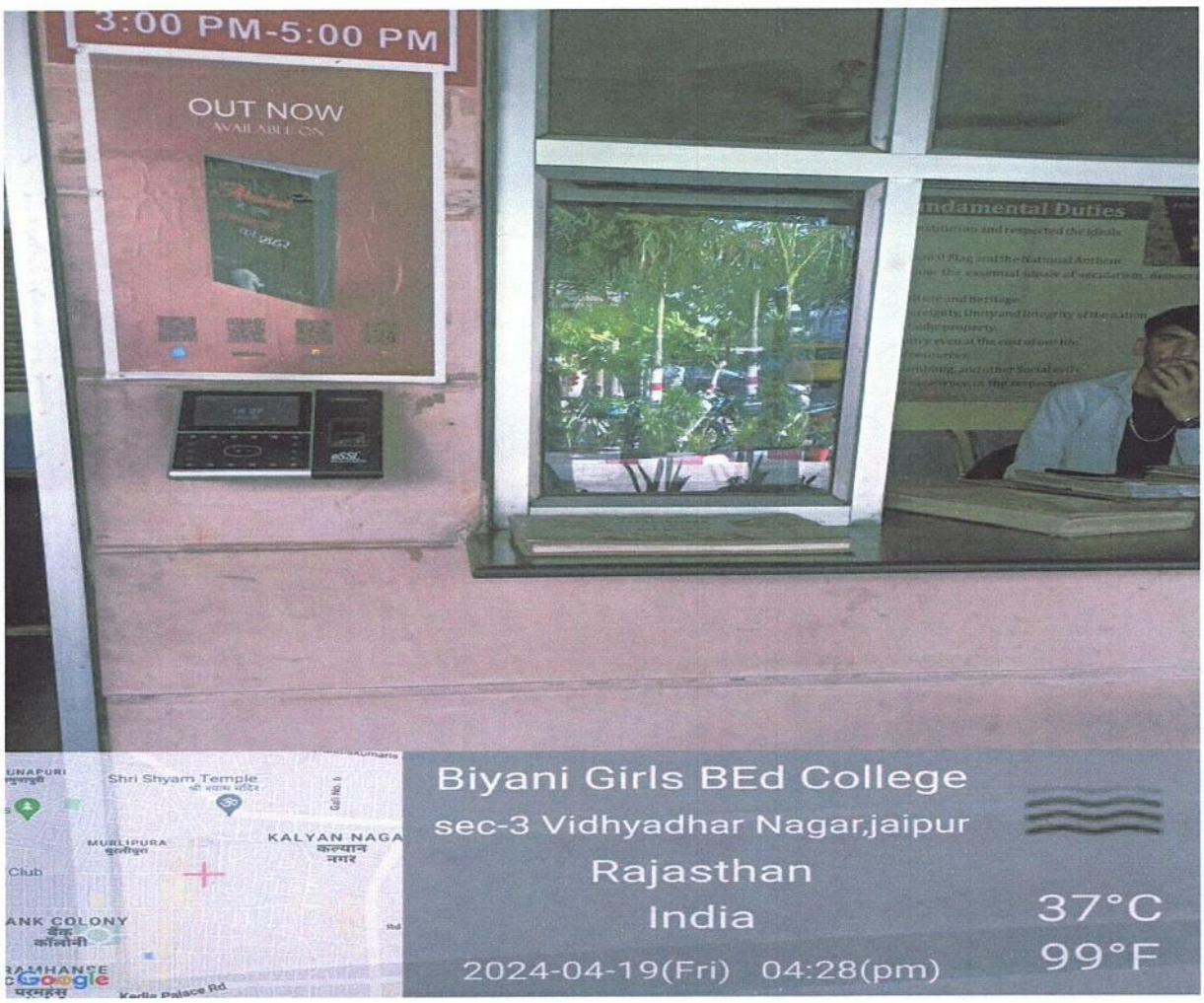


## BIOMETRIC MACHINE FOR FACULTY MEMBERS

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# BIOMETRIC MACHINE FOR STUDENTS

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# Annual E-Governance Report

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BIYANI GIRLS B.ED.COLLEGE

ANNUAL E- GOVERNANCE REPORT

SESSION 2022-23

E-Governance is the use of information and communication technologies (ICT) in organizations to provide user services, to improve work efficiency and to promote democratic values. It is being used as a platform for efficient, transparent and timely delivery of services to all the stakeholders. In essence the purpose of e-governance is to bring transparency and efficiency in the working of an organization. This urge for transparency and efficiency is derived by the demand of ever increasing aspirations of information age. Speedy and cheaper communication, convenience, transparency, accountability, improved customer services and increased access to information are some of the basic parameters on which the concept of e-governance relies and findsits foundation.

Biyani Girls B.Ed. College is trying its best to keep pace with the recent applications of e-governance in terms of various functions being performed digitally through internet. Most of the staff and students use smart phones to utilize the benefits of modern day technologies available in the field of higher education. A well equipped IT department has been working in the College to monitor and regulate smooth functioning of computer systems and to resolve all IT related issues so that maximum benefits could be ensured out of them. Students and staff-members are provided help-desk pattern assistance and support through IT-department in case of software and online website related issues.

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Jaipur

## PLANNING AND DEVELOPMENT

The institute has been brought under the preview of total e-governance, and therefore partial office automation is introduced in the academic session. The includes the students, faculty members and visitor's database etc. The institute annual report, notices, circular and other details related to institute planning and development are made available in the public domain through the college website. E-learning study material, video lecture, Think Tanks, Books and Newspaper are easily available on the institute website and YouTube channel. Counseling sessions, Motivational lectures and Career guidance related video lectures are recorded in the institute studio, and freely available to all the user through the institute website, YouTube channel and GURU KPO PLUS APP.

Online official communications regarding planning and development is realized through e-mails, and messages. Proposals for seminars & workshops, various grants and scholarships are prepared and submitted online through participative management system to concerned organizations including state government and sanctions are obtained through the same mode.

## ADMINISTRATION

The College administration has stepped ahead in the direction of paperless administration and almost all communications with higher authorities are realizedonline through e-mails and other digital formats.

All the official communications among the students, teachers, management, alumni and other agencies like NAAC, UGC and University of Rajasthan etc. are done through the official email id. The students and teachers WhatsApp community groups are also made class-wise for quick and fast communication.

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Jaipur

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Jaipur

The institute also conducts various webinar and seminar on the online mode for the students and faculty progression. Following are the main steps followed:-

- Supervision of various scholarship schemes,
- Maintenance & disclosure of comprehensive information on its web-page,
- Development of ICT based infrastructure in the College,
- Wi-Fi campus and biometric attendance system,
- Partially computerized office and academic departments,
- Conduction of seminars/workshops/trainings on digital literacy,
- Organization of computer awareness programs,
- Availability & monitoring of Wi-Fi WAN/LAN/ internet connection,
- Salary payment to employees through net-banking,
- Management of College web-site (www.biyanigirlscollege.com)

A committed Whats-App community Group has been created for sharing orders, information, direction, vital announces and notices to the employees.

**FINANCE AND ACCOUNTS**

The finance and accounts staffs are appointed in the institute to maintain the income and expenditure of the institute. The periodical audit of the accounts is done by the management and concerned authority. An online fee payment facility is available for all the students of the institute. All the accounting

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Jaipur

Principal
B.Ed College
Jaipur

related work done on Tally-ERP

## STUDENTS'S ADMISSION AND SUPPORT

Admission to M.Ed.,M.Ed.B.Ed.,B.Ed. B.Sc.B.Ed. classes is realized through online process through Entrance exam conducted by nodal agencies. Admission to these courses and examination fee deposition has also been initiated online. All the rules and regulation, helpline number, and admission regarding details are available on the institute website for students support and help.

Placement details, Examination notice, circular, conference, workshop, Seminar, Training, collaboration, Scholarship details are provided to the students through their WhatsApp group. Various committees are formed for students support and guidance such as Anti Ragging Committee, Placement committee, Guidance and Counseling committee, Research committee etc.

## EXAMINATION

The institute is affiliated with the University of Rajasthan, therefore the examination and evaluation scheme is the same as per the University of Rajasthan. Institution has an Examination cell for conduct of all the examinations including internal examination as well as other examination conducted in the institution. The Examination Cell is constituted at the institute level with comprise of senior faculty members and In-charge of the concerned department. For the assessment of the students, the institute conducts internal Examination in each academic session, which helps the students to excel their marks in the University Examination. The Examination timetable/circular/notice etc. are circulated to all the students

Principal
Biyani Girls B.Ed College
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through their Whats App community group

**BIOMETRIC ATTENDANCE FOR STUDENTS**

All the faculty members are enrolled with biometric system of attendance. Hence the staff is marked present and absent on the basis of their biometric attendance.

**BIOMETRIC ATTENDANCE FOR STUDENTS**

All the students are enrolled with biometric system of attendance since 2017-18.

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BIYANI GIRLS B.ED.COLLEGE

ANNUAL E- GOVERNANCE REPORT

SESSION 2021-22

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Biyani Girls B.Ed. College is actively embracing e-governance to modernize its operations, aligning with contemporary trends in higher education. The institution recognizes the importance of leveraging digital technologies for efficient functioning and enhanced learning experiences. With a majority of the faculties use their smartphones for enhancing their skills and students utilizing smartphones for getting efficiency in teaching learning capacities.the college is keen on maximizing the benefits of these modern tools.

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To facilitate this transition, Biyani Girls B.Ed. College has established a robust IT department tasked with overseeing and ensuring the smooth operation of computer systems. This department plays a pivotal role in addressing any IT-related issues that may arise, thereby minimizing disruptions and maximizing the utility of technology.

Both students and staff members receive support through a dedicated help desk system provided by the IT department. This assistance extends to resolving software glitches and addressing concerns related to online platforms and websites. By offering prompt and efficient support, the college aims to empower its community to make the most of the digital resources available to them.

Overall, Biyani Girls B.Ed. College is committed to harnessing the potential of e-governance and modern technology to enrich the educational experience a

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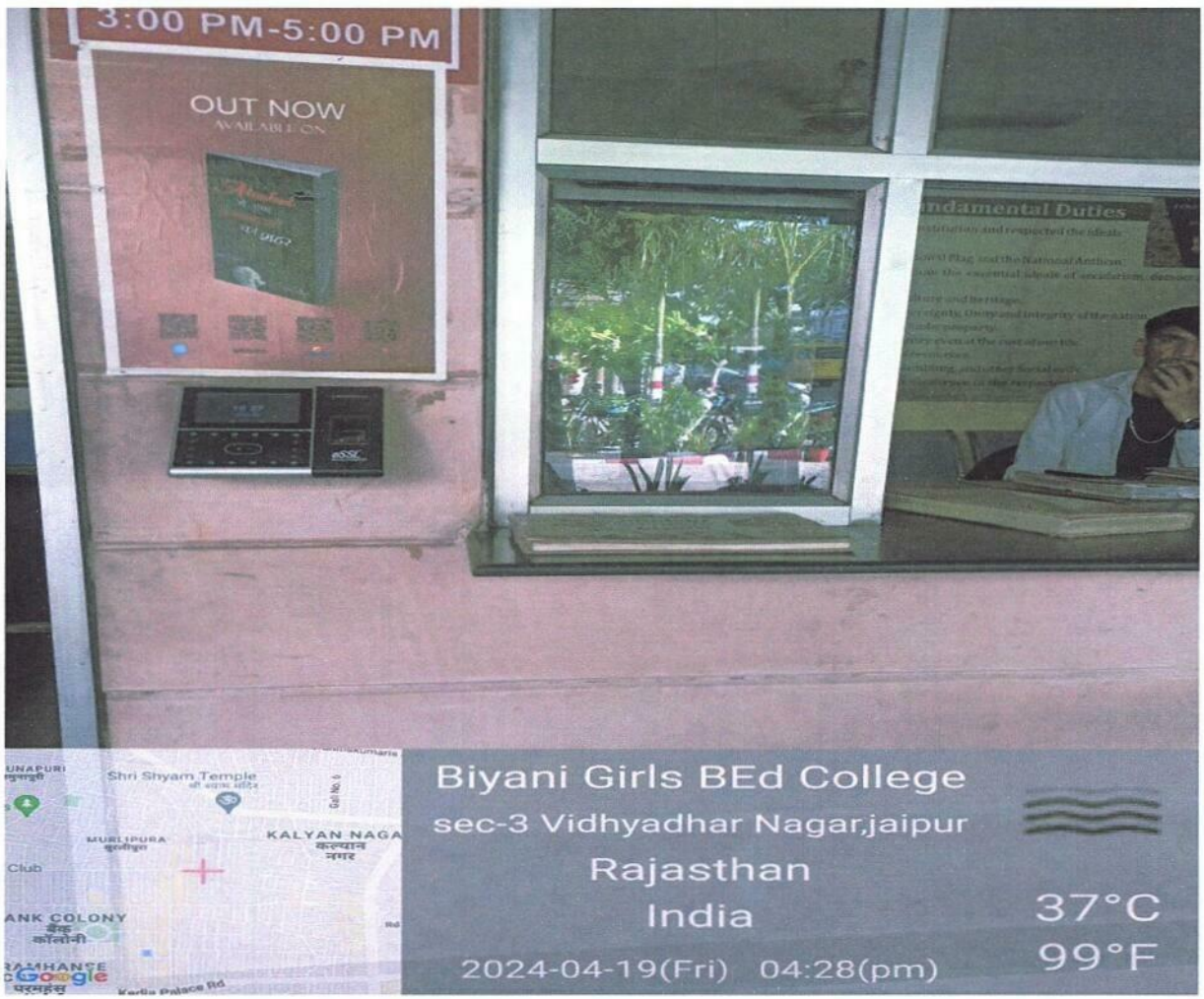


## BIOMETRIC MACHINE FOR FACULTY MEMBERS

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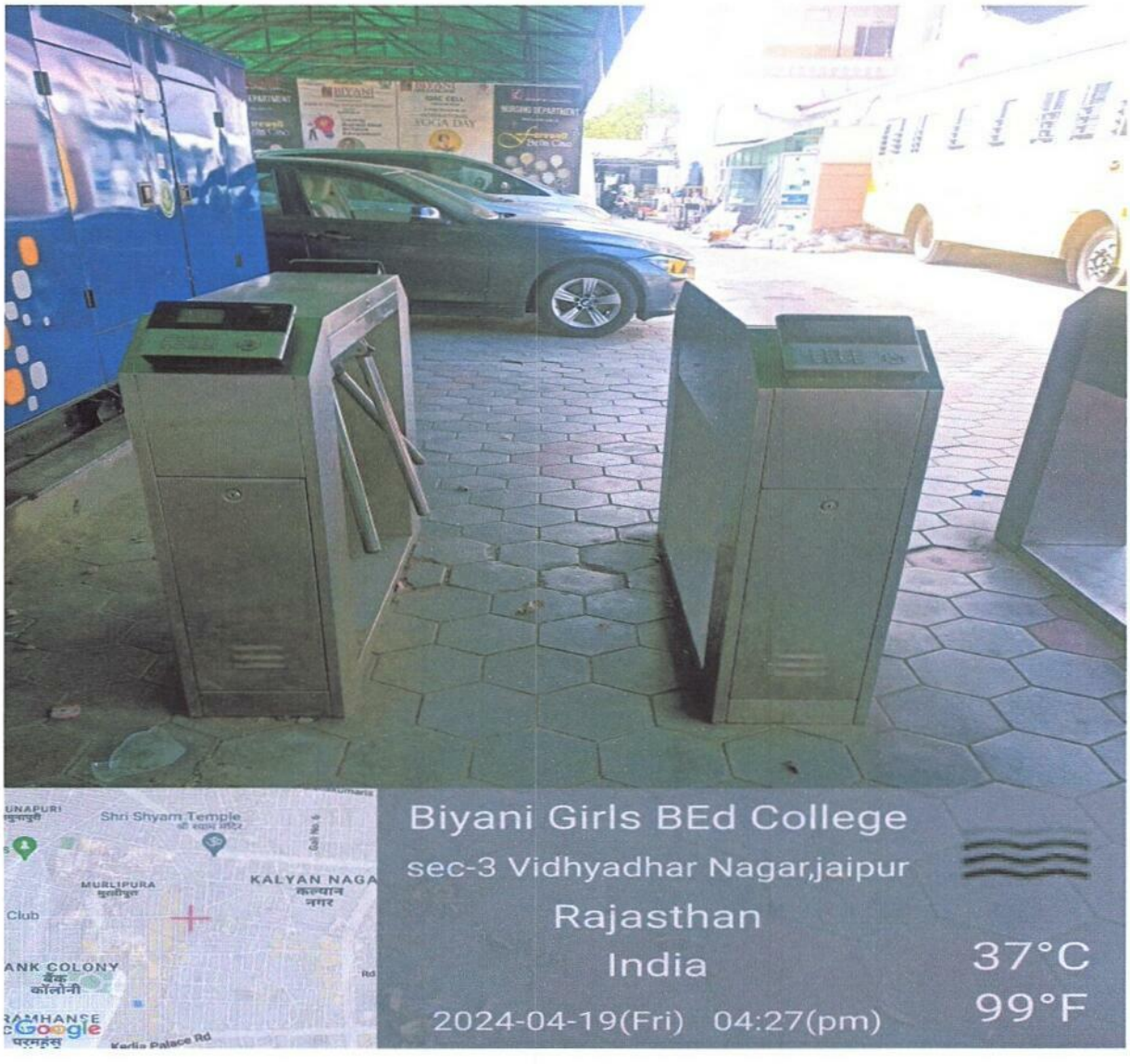


## BIOMETRIC MACHINE FOR STUDENTS

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