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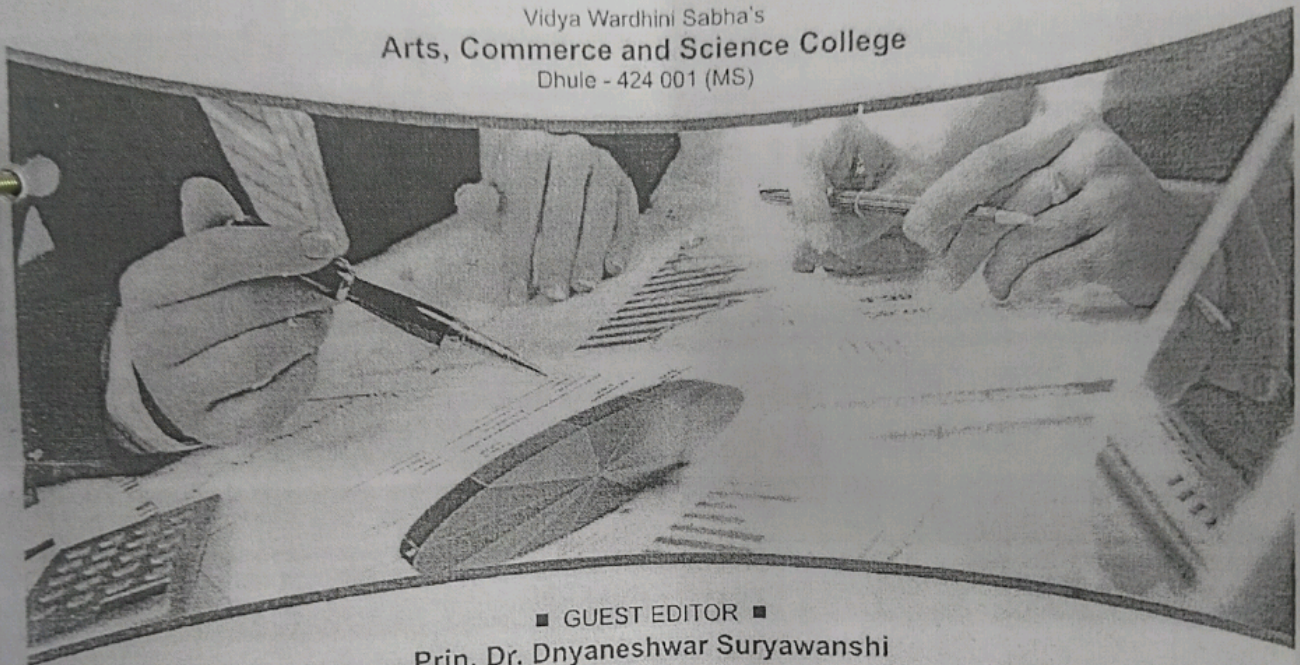
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ICT for Centralized Campus Management

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ICT makes dynamic changes in society. It is influencing all aspects of life. The influences are felt more and more at schools. Because ICT provides both students and teachers with more opportunities in adapting learning, teaching and managing the individual needs, society is forcing schools to aptly respond to this innovation. It provides newer and more effective ways of mitigating some of the challenges being faced by the educational system of the country. These technologies distinguish themselves by their rapid evolution and revolution, continuously changing the modes of engagement with them. A decade long infusion of computers, and more recently ICT, has demonstrated varying impacts on learning. In the current information age, educational institutions are expected to play a crucial role as the engine for knowledge generation and learning environment. In this regard ICT becomes the vital means to facilitate this task. Internal Quality Assurance Cell (IQAC) has been constituted in the accredited colleges for Quality assurance and enhancement. Effectiveness of IQAC is brought in by setting goals, monitoring and analyzing results by feedback and improving accordingly by modified mechanism. The new guidelines of NAAC regarding the formation of IQAC and preparing the AQAR give emphasis on the E-Governance in management system. Here the crucial role is to be played by the Head of the institution and the coordinator of IQAC. The principal and coordinator should work proactively with full democratic and open approach towards execution and implementation of the evolved innovative mechanisms. Quality and excellence are results of team work lead by the leaders like Principal and Coordinator of IQAC. However the leaders should work on the guidelines of IQAC with proper realization of the democratic role of IQAC and accountability of their own role. So proper execution and implementation of administration and management ICT based Centralized Campus Management is necessary.

Objectives

1. ICT for students' administration
2. ICT for examination
3. The role of ICT in administration.
4. ICT and Library Management.
5. E-Learning

1. ICT for students' administration

The admission procedure in colleges goes manually, it starts with filling of the admission form, and continues with the preparation of roll call, merit list, filling of fees, deposits, different concession forms, application for the library card, data needed for different scholarships, class wise attendance register and so on. But the admission process with the help of ICT and Centralized Campus Management can prove to be easy as it contains academic and personal data of the students which reflects the information like last examination, subjects offered, certificates and documents received. The student can be allotted the roll number in auto mode. Throughout the year student's dues, fines, academic performance can be updated. Sharing and displaying of information becomes very simple as we can update the subjects or subjects groups opted by the students. Centralized Campus Management with the help of ICT can prove to be hurdle free as we can get the data of the students at one click such as admission register, attendance sheet, identity card, list of the students with subject wise and course wise. Such information cum data is useful for NAAC and University. In such cases there is easy access to the students to get their certificates, there can be a single window to accept the request for the certificate, searching for the required record, collecting fees, and issuing the copy of the required certificate in a short span of less than one minute. This can be done by any person in the office.

Student Administration

1. Usage of electronic media by students to apply for admissions
2. Usage of computers for student registration / enrolment
3. Availability of time table / class schedule in electronic form
4. Usage of computers for maintenance of attendance of students
5. Communication of academic details of students to their parents / guardians through e-media
6. Usage of e-media for notifications regarding hostel accommodation
7. Usage of e-media for notifications regarding transportation

2. ICT for examination

The examination work of College can be done in computerized mode, such as conduction of examination, result calculation work of college. The examination modules can cover all the procedure related to examination. The evaluation can be made effective by keeping exercises and MCQs on the institutional websites with increasing level of difficulty. The online examination process is made available for the students at anytime. The progress of the students can be monitored by expertise teachers which are made available for guidance. The teachers need to establish GOOGLE CLASSROOM in which the students have to register. In such classroom the students can put their query at any time from anywhere. The teacher is expected to answer the students' query online, the study material can be uploaded for the students. The one to one conversation or question answer sessions can be effectively brought in by employing the technique of video conferencing. The teachers far away from the institution can be made available for the guidance. The syllabus, notes, practical sheets and study material framed and designed by the expertise teachers are published on the institutional website for the registered students of the institution. The results of the exams in the form of evaluation charts of every student also can be displayed