



6.2.3 Implementation of e-governance in areas of operation

Implementation of e-governance.

- 1. Administration,**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**



BILLING INVOICE

ELUCIDA MINDWARE SOLUTIONS

GO Complex
Mulagumboodu - 629175
KK Dist, Tamil Nadu
Ph # 9843244371

INVOICE NO. DATE

2300 9-Aug-23

CUSTOMER ID TERMS

STJOHNS

BILL TO:

St Johns College of Arts and Science
Ammandivilai
KK Dist
Tamilnadu

SHIP TO:

St Johns College of Arts and Science
Ammandivilai
KK Dist
Tamilnadu

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Student Portal	1	15000.00	15000.00
Student Dashboard - Student Profile - Fees Payment	1		
New web pages	1	300.00	300.00
Clubs & Forums	1	300.00	300.00
Student Council	1	300.00	300.00
Electoral literacy Club	1	300.00	300.00
Entrepreneurship Development Cell	1	300.00	300.00
Career Guidance Cell	1	300.00	300.00
Examination grievances Redressal Cell	1	300.00	300.00
NSS	1	300.00	300.00
Sports			
SUBTOTAL			17400.00
TAX (0%)			0.00
TOTAL			17,400.00

THANK YOU

Rupees in words :Seventeen thousand four hundred only

Signature



Dr. M. EDWIN GNANADHA
PRINCIPAL
St John's College of Arts and Sci
Ammandivilai-629 204

Tax Invoice

SIVA INFOTECH

No. 10/119-A1, Cape Road,
Near Asramam Bus Stop,
Nagercoil - 629 704.
Contact : 93447 88172, 78715 67827
E-Mail : sivaitechngl@gmail.com
GSTIN/UIN: 33BIWPR6713E1ZX
State Name : Tamil Nadu, Code : 33

Invoice No.
S124/23-24

Dated
19-Jul-23

Mode/Terms of Payment

Reference No. & Date

Other References

Terms of Delivery

Bank Details :

A/c Holder's Name : SIVA INFOTECH
Bank Name : CANARA BANK
A/c No. : 1111201601584
Branch & IFSC Code : Kottar, Nagercoil & CNRB0001111

Buyer (Bill to)

St. John's College
Ammamdivilai
Kanyakumari District

State Name : Tamil Nadu, Code : 33

Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
TallyPrime Silver (Single User) S/N : 738807129	65238020	18 %	1 Nos	18,000.00	Nos		18,000.00
Less : Discount							(-)1,898.00
Less : CGST							1,449.18
Less : SGST							1,449.18
Less : Round Off							(-)0.36
Total			1 Nos				₹ 19,000.00 E. & O.E

Amount Chargeable (in words)

INR Nineteen Thousand Only

HSN/SAC

65238020

Taxable Value

16,102.00

Total 16,102.00

CGST

Rate Amount

9% 1,449.18

1,449.18

SGST/UTGST

Rate Amount

9% 1,449.18

1,449.18

Total

Tax Amount

2,898.36

2,898.36

Amount (in words)

INR Two Thousand Eight Hundred Ninety Eight and Thirty Six paise Only

for SIVA INFOTECH



TALLY
CERTIFIED

- ☐ SALES
- ☐ SERVICE
- ☐ CUSTOMIZATION

Contact : 93447 88172
Ammamdivilai

78715 67827

Dr. M. EDWIN GNANADHAS
PRINCIPAL
St. John's College of Arts and Science
Ammamdivilai-629 204



Authorized Signatory

This is a Computer Generated Invoice

6.2.3 Implementation of e-governance in areas of operation

1. Administration, 2. Finance and Accounts, 3. Student Admission and Support, 4. Examination

Administration	SIVA INFOTECH 10/119-A1,Cape road Near Asramam Bus Stop Nagercoil Contact:9334488172	2019
Finance and Accounts	ELUCIDA .Elucida Mindware Solutions DD complex mulagumoodu .9843244371	2017
Student Admission and Support	SIVA INFOTECH No 10/119-A1,Cape road Near Asramam Bus Stop Nagercoil Contact:9334488172	2019
Examination	MS University portal (Affliating university)	

Policy Information :

Policy Title:	E-Governance Policy
Category:	Non-Academic
Initiated by:	IQAC
Approval Authority:	Management Board
Monitoring Authority:	IQAC Coordinator
Development and Reviewed by:	IQAC

Scope :

This policy extends the following areas:

- Administration of Students Information System.
- Admission
- Attendance
- Library Information System
- Accounts and Finance

Policy :

The college implements E-Governance in the following operational areas of the institution to provide easier, paperless, transparent, accountable and effective system of governance within the institution.

- Admission
- Accounts and Finance
- Library Management
- Students Attendance
- Maintain Faculty Profile
- Website Maintenance
- SMS

Admission :

Activate the e-portal for admission module during the month of May. Students can enroll through the portal by filling up the online forms. Once get approval from the admission authority the students can get admission and pay the first installment of fee for admission confirmation. The affiliating university rules and eligibility criteria is followed for admission.

Accounts and Finance :

The office continues to maintain its account on Tally. The software is used by the college to maintain financial records effectively and efficiently. Profit and loss, Balance Sheet is generated through this software. Report on fee balance is prepared through this software. Receipts are generated for fee payment also generated by this software.

Library Management :

QR code scanning system from the identity cards being enabled in the academic year. Book borrowing, stock registers are maintained through the library management system.

Students Attendance :

Class in-charges update the daily attendance of the students through the e-portal. Absentees would be informed through SMS to parents.

Staff Profile :

Individual login credential will be given to staff. They have to maintain their profile with periodical updates.

Staff should upload their subject notes in website, if necessary.

Website Maintenance :

The vendor who developed the system continues the maintenance of the website and the software until if any change of the contract.

Also the staff committee responsible for website maintenance will do the updates of college events periodically.

Revision of the Policy :

The IQAC committee does the revision if any changes required.

Annual E-Governance Report 2023 – 2024

The E-Governance system of our institution is used for Admission, Students Information System, Accounts Maintenance, Library Management and Students attendance maintenance.

A new software being assigned for the holiday sms alerts. The inclusion of Examination management is in proposal and planned to be implemented from the next academic year. The system is maintained by ELUCIDA MINDWARE SOLUTIONS and the same company will continue to maintain the system and develop the examination management system.

The college website is periodically updated with the current events by the computer science department.

There are no updates in the existing E-Governance policy.

Prepared by:

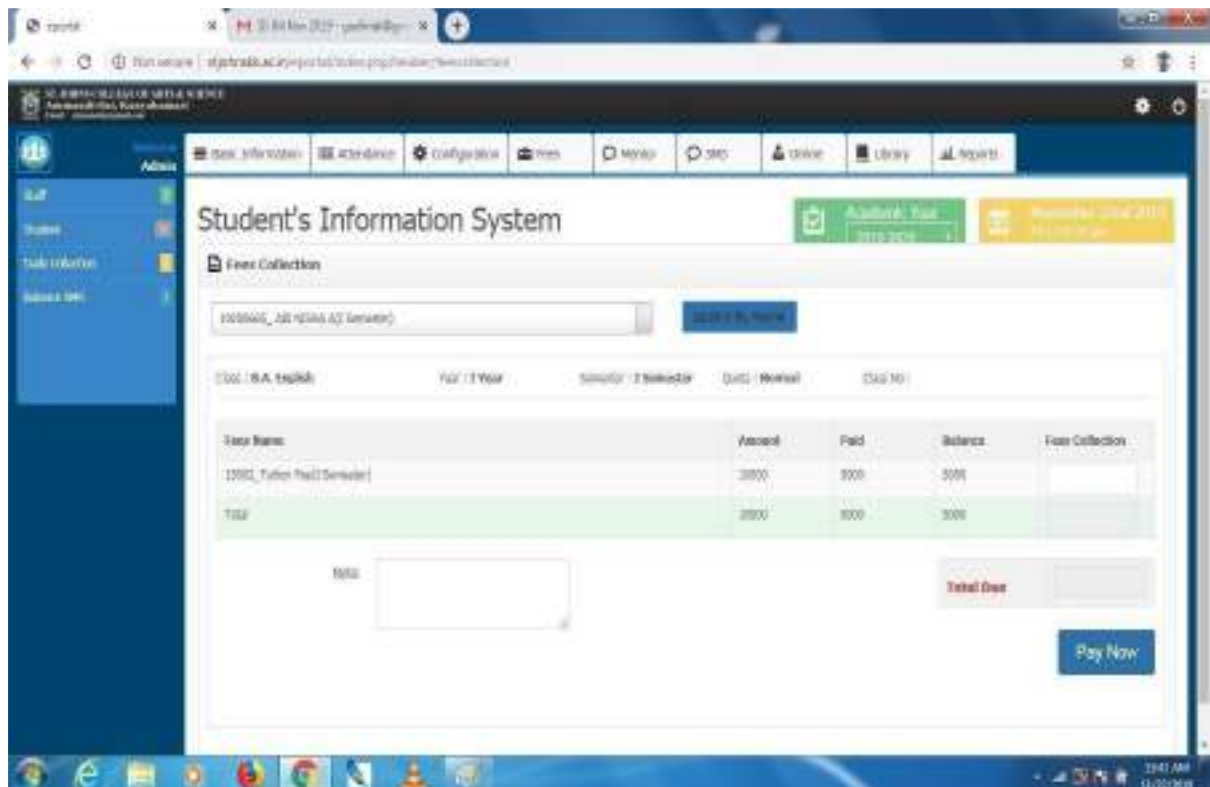
IQAC

The E-Governance of our institution is through the portal <https://stjohnskk.ac.in/eportal/>

The modules are

- Basic Information no of Students
- Attendance for students
- Fees collection details
- Mentoring System
- SMS to Parents about students' absence and fee balance
- Library Information System

Screenshot of Admission portal: Screenshot of Fee Collection



Student Mentoring System



Students Information System

The Library Management system linked with Autolib software. The modules in Autolib system and the screenshots are below:

- Master
- Cataloguing
- Circulation
- Serial control
- Acquisition
- Admin
- Search web based On-line Public Access Catalogue
- Gate
- Report



ST. JOHN'S COLLEGE OF ARTS AND SCIENCE
 BookMaster
 Powered by Astalib Software Systems
 Welcome : ADMIN

Home Master Catalogues Circulation Serial Control Acquisitions Admin Search Date Reports Logout

Log Voted Time 8 : 27/06/2022 14:48:52.8

Book Master

* Max Entry * Additional Information * Search/View * Other Information

Home View Delete Search Clear

Access No: 17420 Title: I.A.S VETIVE PADIANTUOL Author Name: (SIVANE) Edition: 1 Publisher: NEW CENTURY BOOKING YearPub: 2022 Copies: 1 Location:

Booked Date: 31-08-2022 Author Role: AUTHOR Department: GENERAL Foreign Name: NIL Document Type: BOOK Availability: YES

ST. JOHN'S COLLEGE OF ARTS AND SCIENCE
 Counter Service
 Powered by Astalib Software Systems
 Welcome : ADMIN

Home Master Catalogues Circulation Serial Control Acquisitions Admin Search Date Reports Logout

Log Voted Time 8 : 27/06/2022 15:36:57.8

Counter Service

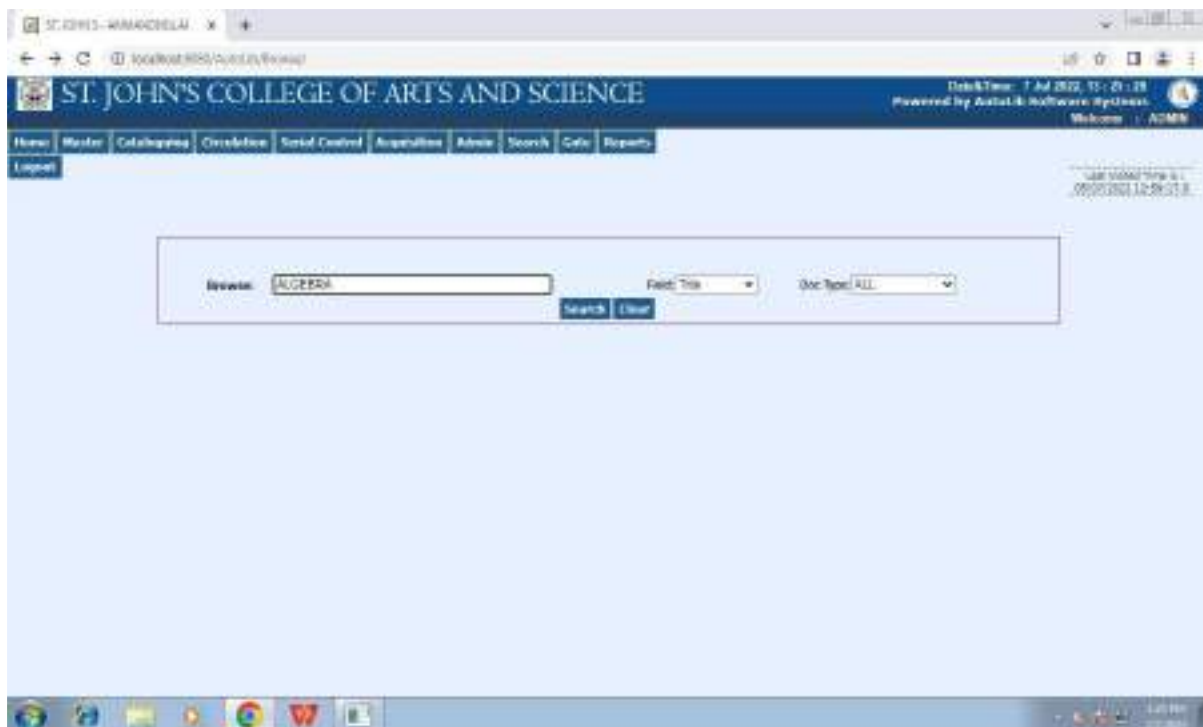
User ID: 15281812 Name: REENA MOREY Group: UG STUDENT Dept: COMMERCE Card No: 15281812 Valid Date: 30-04-2022 Year: 1 Renewal: ☐ Call No:

Art No: Title: Author: Type: Publisher: Status:

Issue Date: 28-06-2022 Due Date: 20-07-2022 Return Date: 20-06-2022

Issue Return Renew Renew Cancel Search Reset Logout

System	Ac's	Card	Days	Renew
General	1	0	1	1
Book	1	0	0	0
Book Back	1	0	0	0
New Book	1	0	0	0
Journal	1	0	0	0
Book Vol	1	0	0	0
Thesis	1	0	0	0
Standard	1	0	0	0
Microfilm	1	0	0	0
Report	1	0	0	0





ST. JOHN'S COLLEGE OF ARTS & SCIENCE

(Accredited with B++ by NAAC & Approved by UGC under section 2(f) & 12(B) status)

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)

(A Christian Minority Institution)

St. John's College Road, Ammandivilai, Kanyakumari District - 629 204,

Tamil Nadu, South India. Visit us at : www.stjohnskk.ac.in



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Declaration

I hereby declare that the details and information given above are complete and true to the best of my knowledge and belief.

Dr. V.Y. DASAPPANRAJA, M.PHIL, Ph.D.
PRINCIPAL
ST. JOHN'S COLLEGE OF ARTS & SCIENCE
AMMANDIVILAI - 629204
KANYAKUMARI DISTRICT