### **Supporting Documents**

### **College Development Department: e-Governance**

Sl.	<b>Documents Attached</b>		
No.	a 2		
1.	Policy Document		
2.	ERP Document		
3.	Screen Shots of user interfaces		
4.	Annual E-Governance Report		



### Dr. Balkar Singh

Director College Development



ਆਈ. ਕੇ. ਗਜਰਾਲ. ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯਨੀਵਰਸਿਟੀ

Estd. Uder Punjab Technical University Act, 1996 (Punjab Act No.1 of 1997)

Ref. No. 1KGPTU/000/4952

### Policy document on e-governance

Department of College Development has taken an initiative to create a user friendly egovernance web portal to facilitate the college/ educational societies, University officials and other stakeholders to ensure the transparency and confidentiality of online submission of applications process for New College/ New Course/ Increase in Intake/ Continuation by University Affiliated colleges/societies/trusts. Accordingly, an online portal is developed in-house to facilitate the same. The policy that prevails during functionality using e-governance is as below:

### Affiliation of New Colleges: The steps are as follows:

- Department of College development creates a login account on the request of interested societies/ trust applying for affiliation of new college.
- Submission of online application form after entering the data by the applicant through web portal and uploading the required documents.
- Challan generation to deposit the fee through online mode
- · Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.
- · The entered information is download by the applicant to check the correctness of data entered and their documents.
- Lock the online application form.
- The submission of fees of Inspection and affiliation through online mode

### For Existing Colleges: The steps are as follows:

The existing college login through the login id & password

Deputy Registrar College Development

"Propelling Punjab to a Prosperous Knowledge Society." Gujral Punjab Technical University

I. K. Gujral Punjab Technical University

Jalandhar-Kapurthala Highway, Kapurthala-144 603 Ph.: 01822-662527 Email: ptubalkar@gmail.com, balkarsinghptu.ac.in Website: www.ptu.ac.in

- Existing college file the data through online application for continuation/ new course/ increase in Intake/ Decrease in Intake etc.
- Submission of online form after entering the data by the applicant through web
   portal and uploading the required documents.
- Challan generation to deposit the fee through online mode
- Deposition of application processing fee/Continuation fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.
- The entered information-is download by the applicant to check the correctness of data entered and their record.
- · Lock the online application form.
- The submission of fees of Inspection and affiliation through online mode

(Dr. Balkar Singh) Director

In-charge IT Services, IKGPTU, Main Campus,

### Dr. Balkar Singh

Director College Development



Estd. Uder Punjab Technical University Act, 1996 (Punjab Act No.1 of 1997)

Ref. No. 1KG PTU/OC 0/1953

Dated 08/06/2015

### Web Module / ERP Document

- Creating of admin login ID
- Creating of login ID of University users
- Creating of login ID of applicant educational trust/societies.
- Submission of online application form for affiliation of New College/ New Course/ Increase/ Decrease in intake/ Continuation etc.
- 5. Challan generation to deposit the fee through online mode
- Online deposition of various types of fees i.e. application processing fee, inspection fee, provisional affiliation fee, continuation fee etc.
- 7. Creating of a user ID for Finance Department for reconciliation of fee deposited.
- Creation of various types of report for college at user level and supervisory level and adman level.
- 9. Uploading the letters on portal to colleges for fast communication.
- 10. Online Record keeping of Data of college's session wise.

You are required to create web module incorporating of above jobs.

(Dr. Balkar Singh) Director

In-charge IT Services, IKGPTU, Main Campus,

Deputy Registrar
College Development
I.K. Gujral Punjab Technical University
Kapurthala

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### 6.2.3 Institution Implements e-governance in its areas of operations (5)

e-governance is implemented covering following areas of operation

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

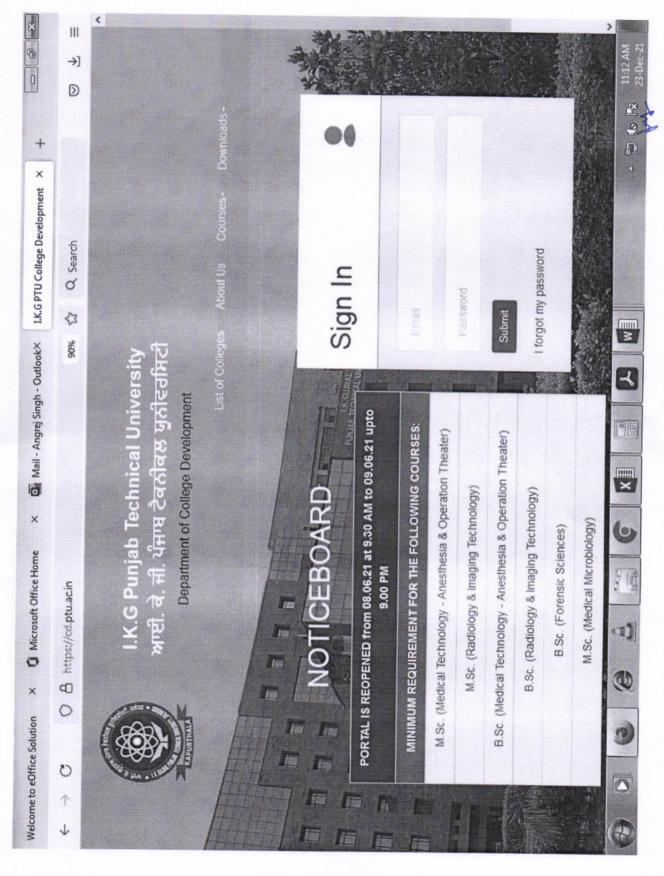
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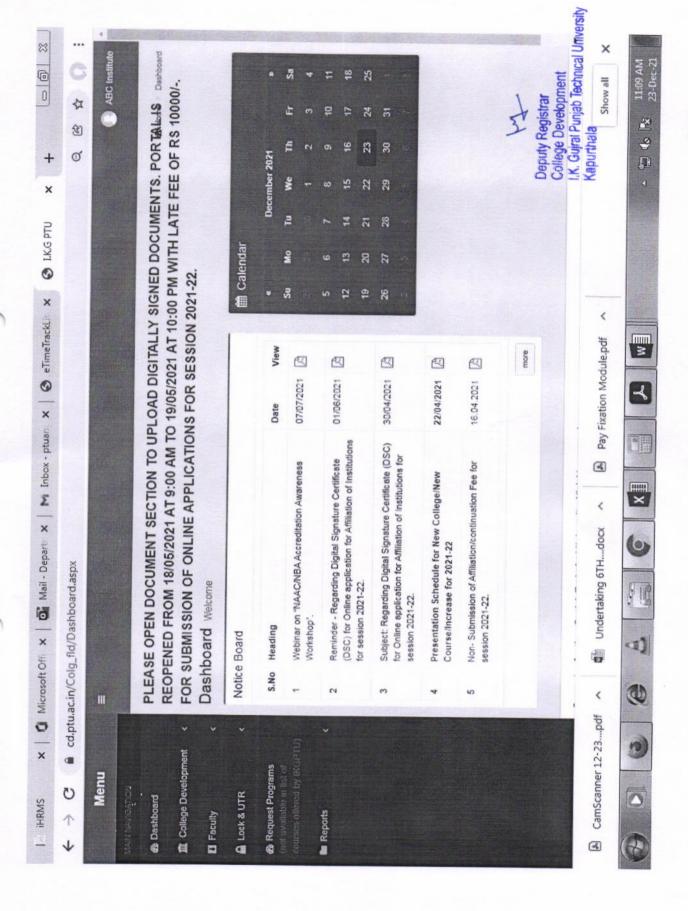
- A. All 4 of the above
- B. Any 3 of the above
- C. Any 2 of the above
- D. Any 1 of the above
- E. None of the above

Areas of e governance	Year of implementation	Name of the Vendor with contact details	Link to relevant website/document
Administration	2015	To facilitate regarding administration the process of approval for affiliated colleges, web portal has been developed and maintained by IT Services of IKGPTU  Mr. Deepak Sidana, Incharge	www.cd.ptu.ac.in
		ITS Contact No. 7988336730	

# Web Portal of College Development

www.cd.ptu.ac.in

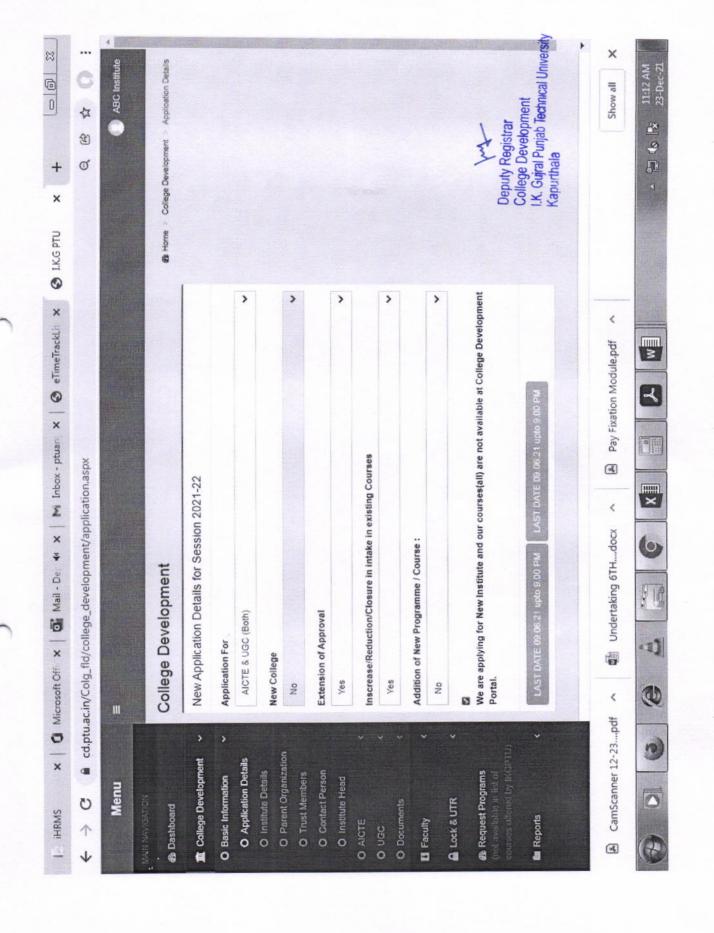


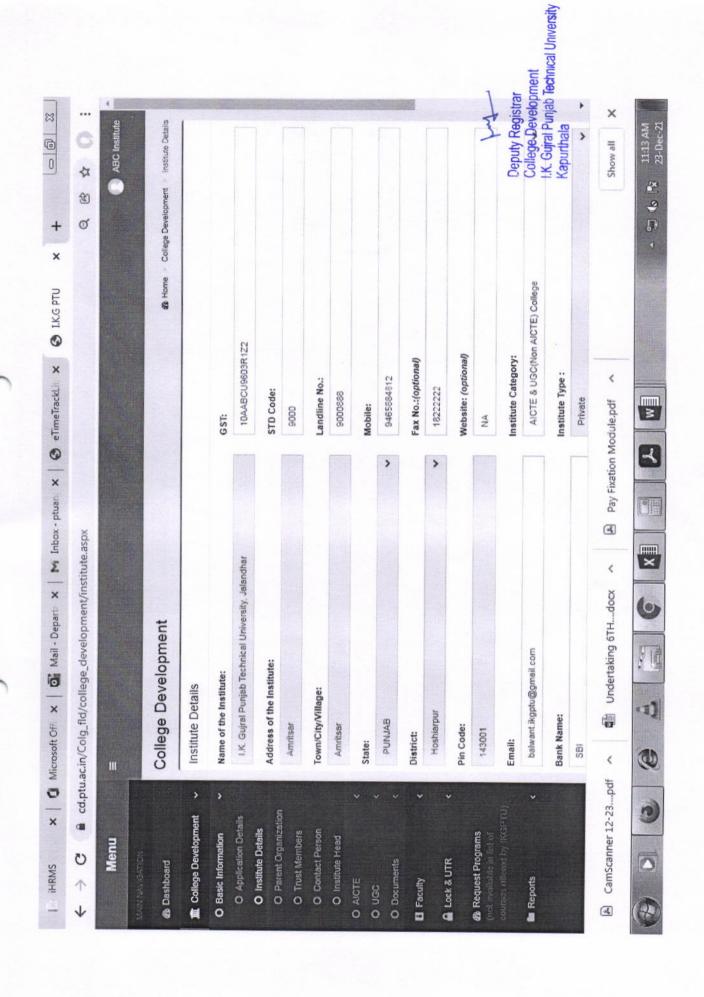


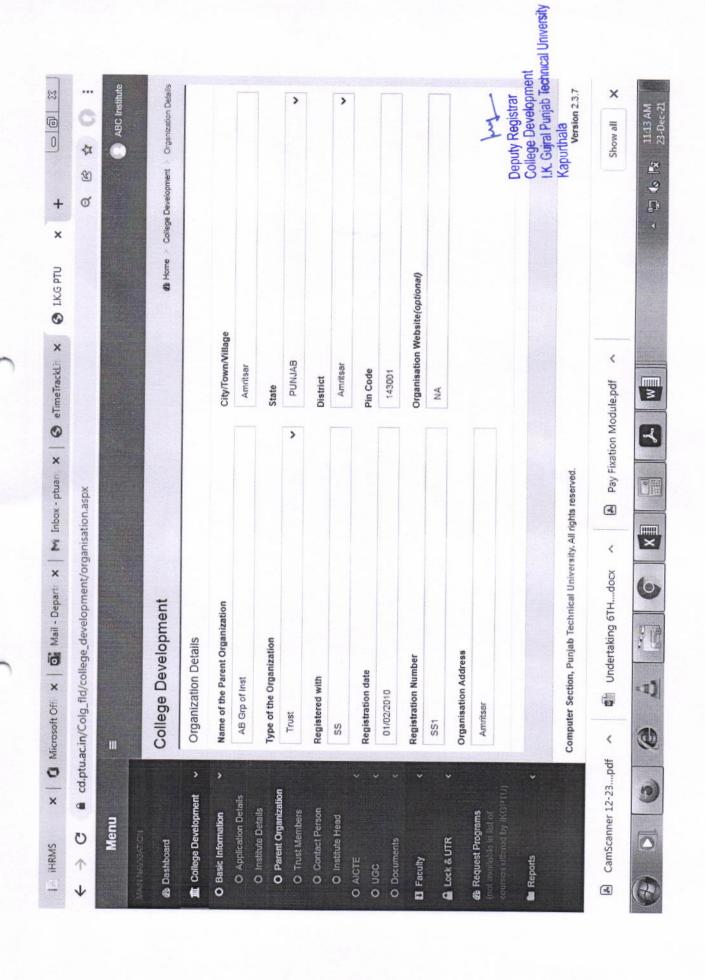
iy Registrar oge Development Ourjal Punjab Technical University

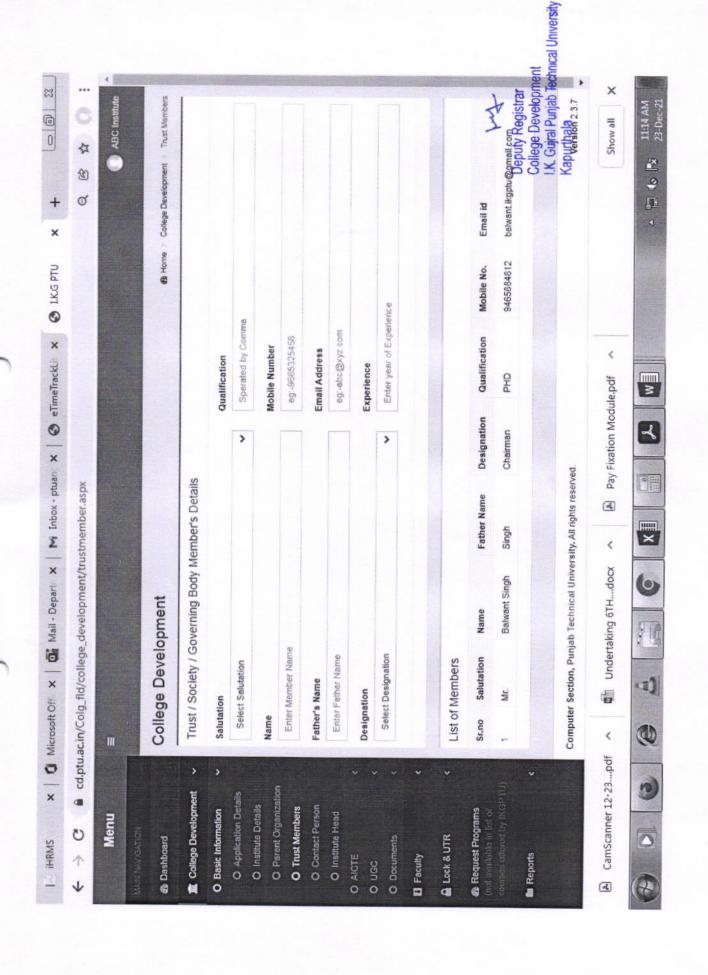
# Basic Information

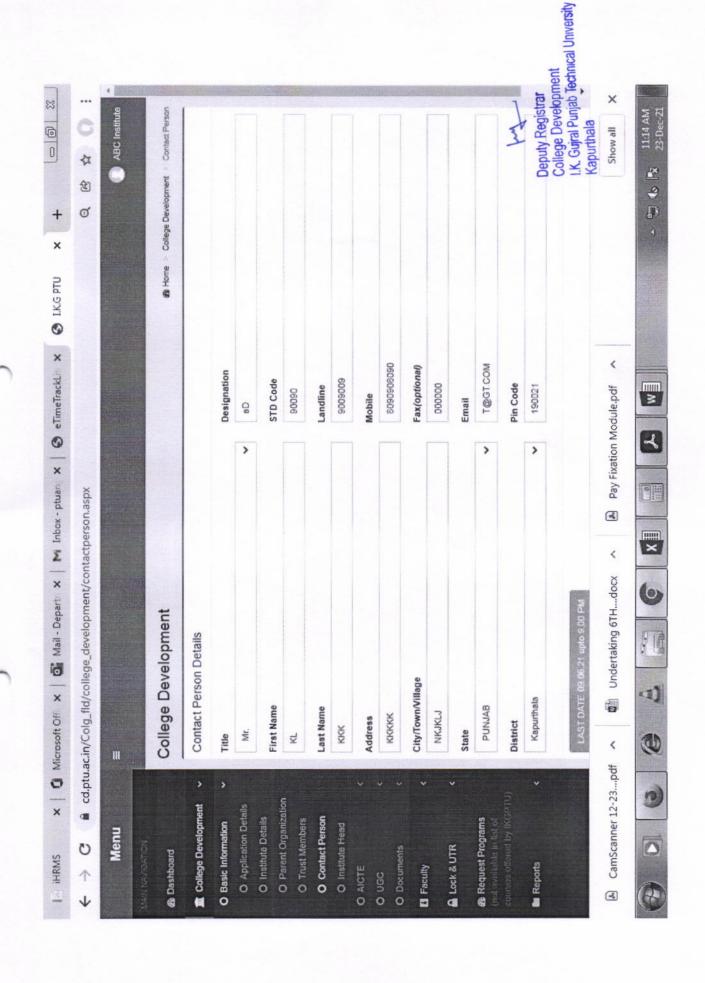
(to be filled by the College/Society)

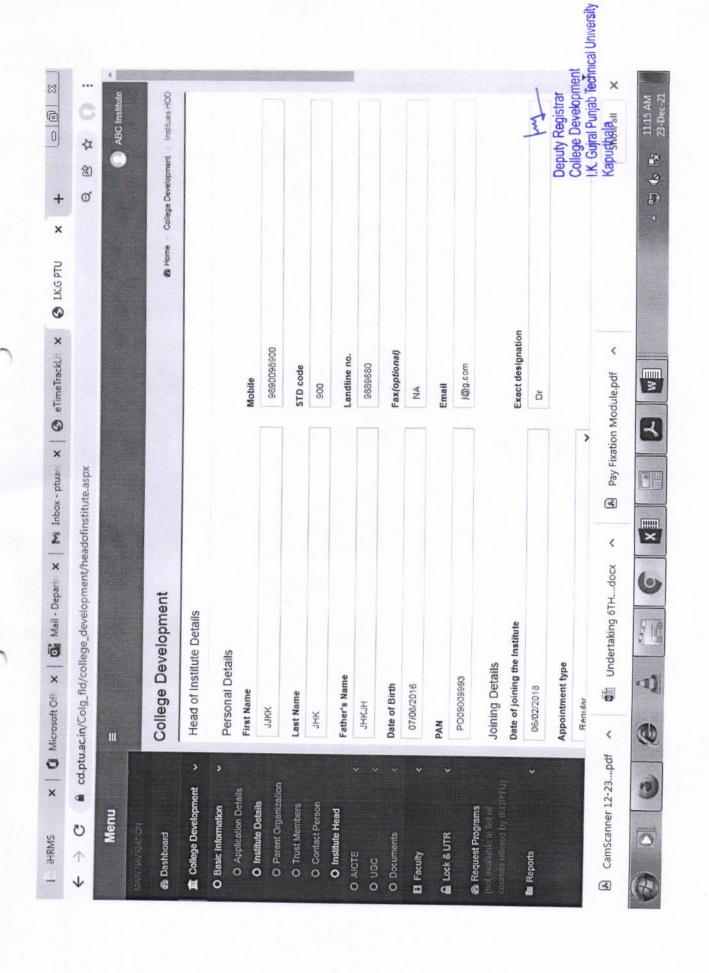




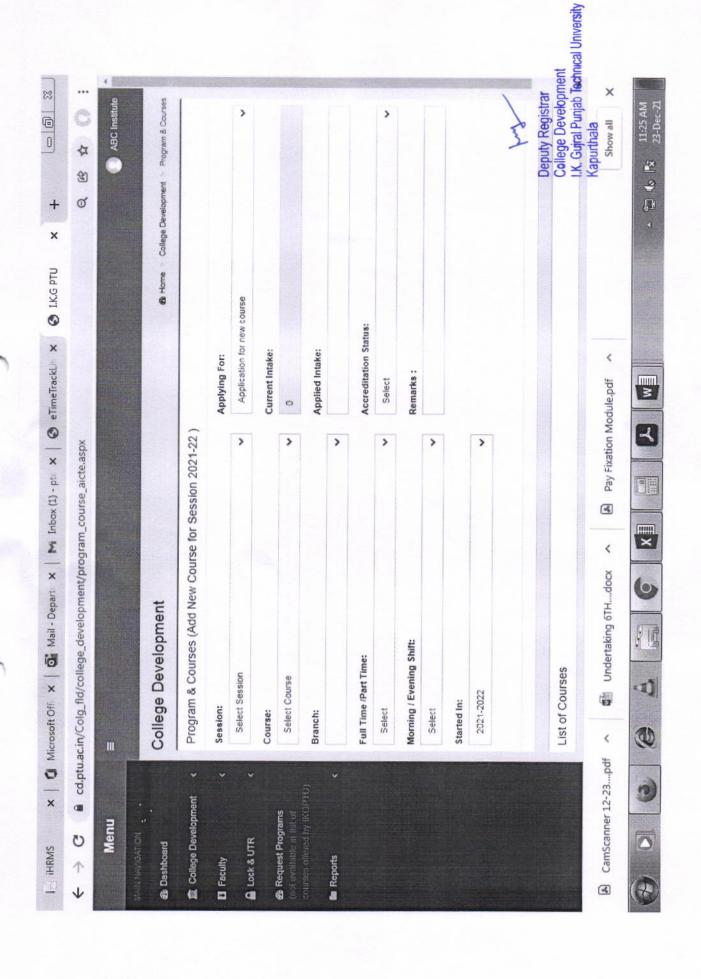




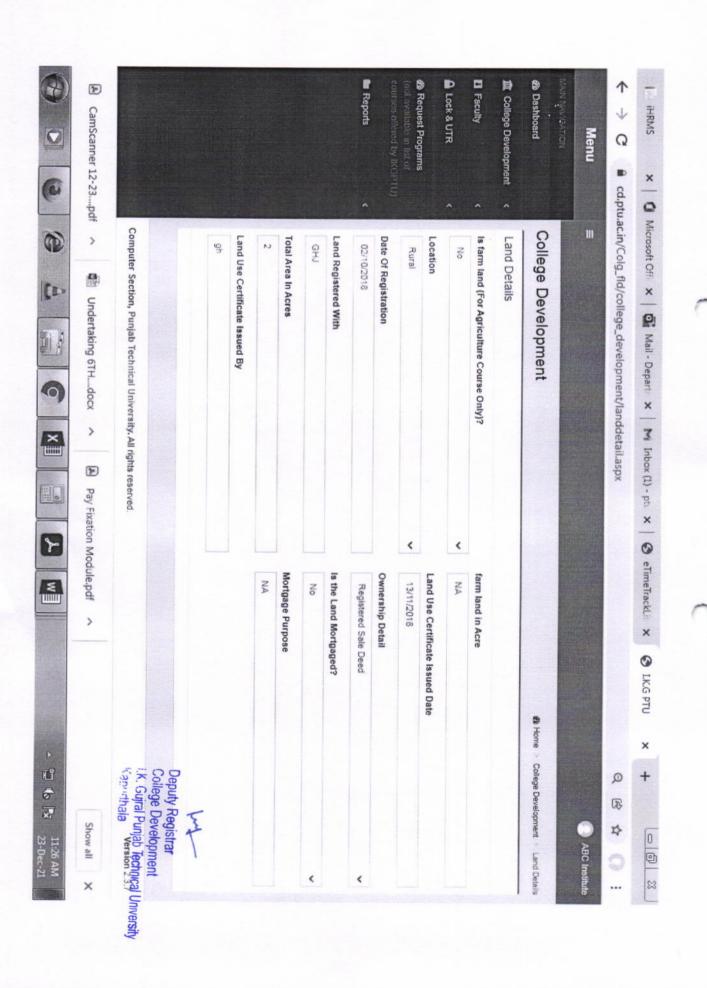


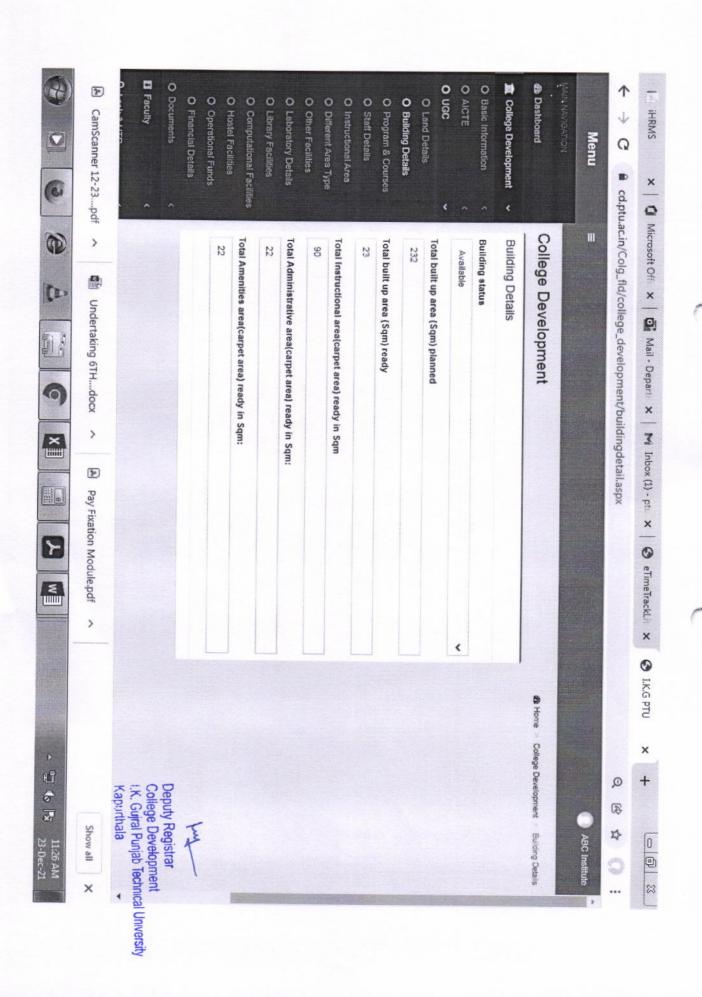


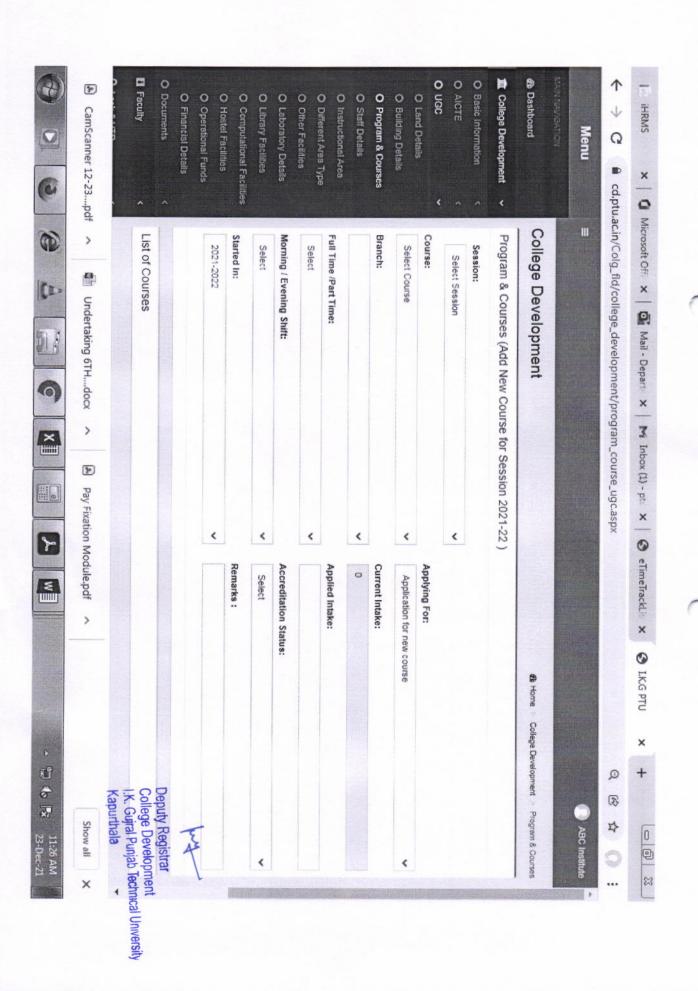
### AICTE Colleges

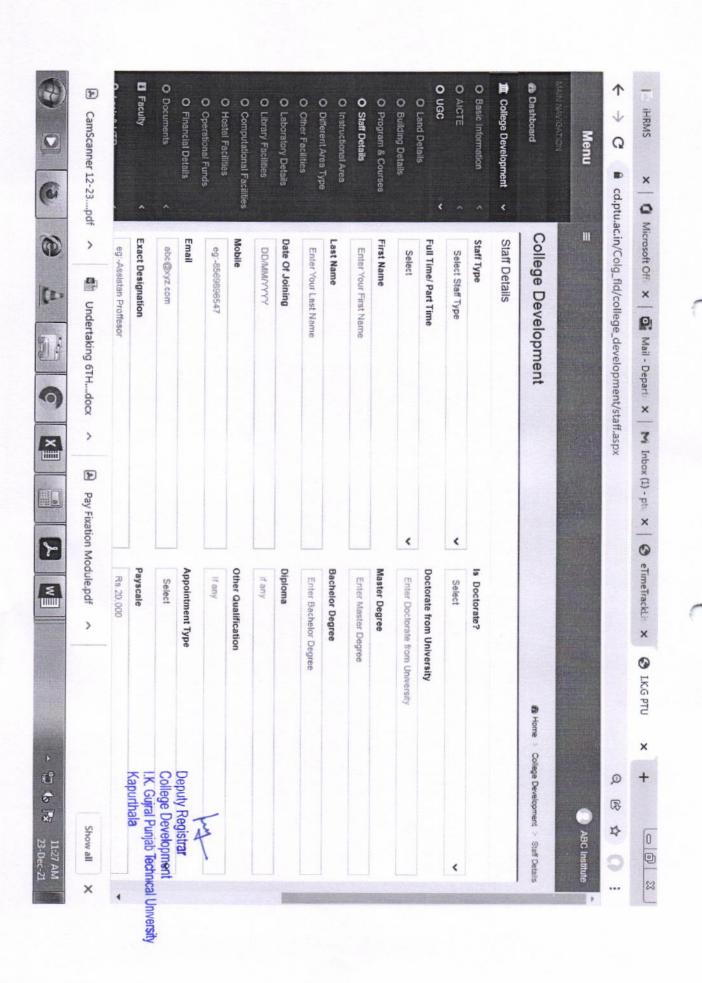


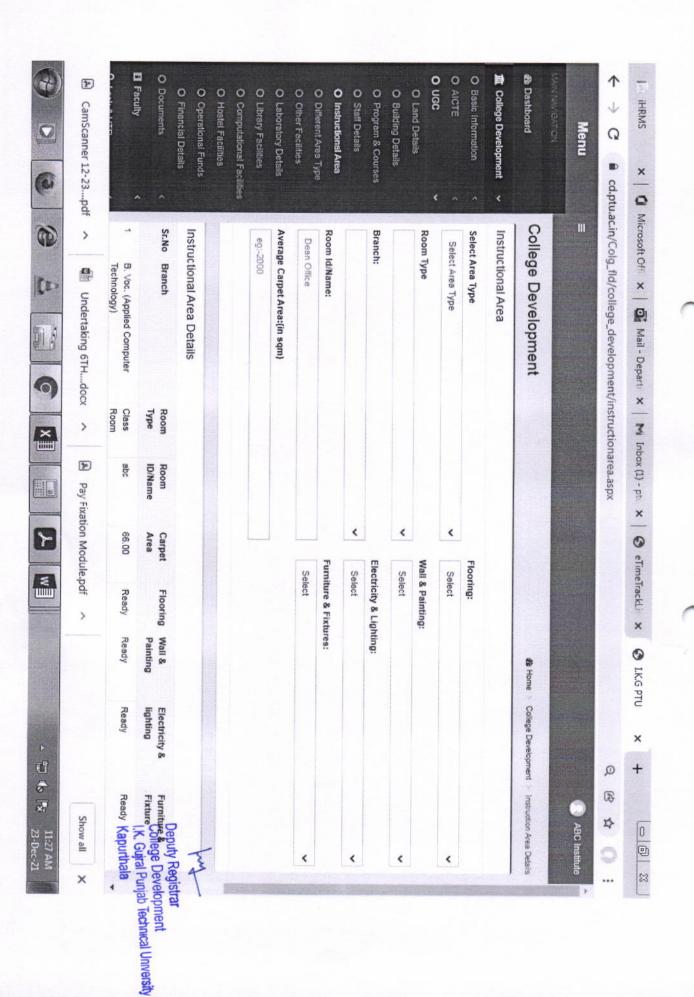
### UGC Colleges

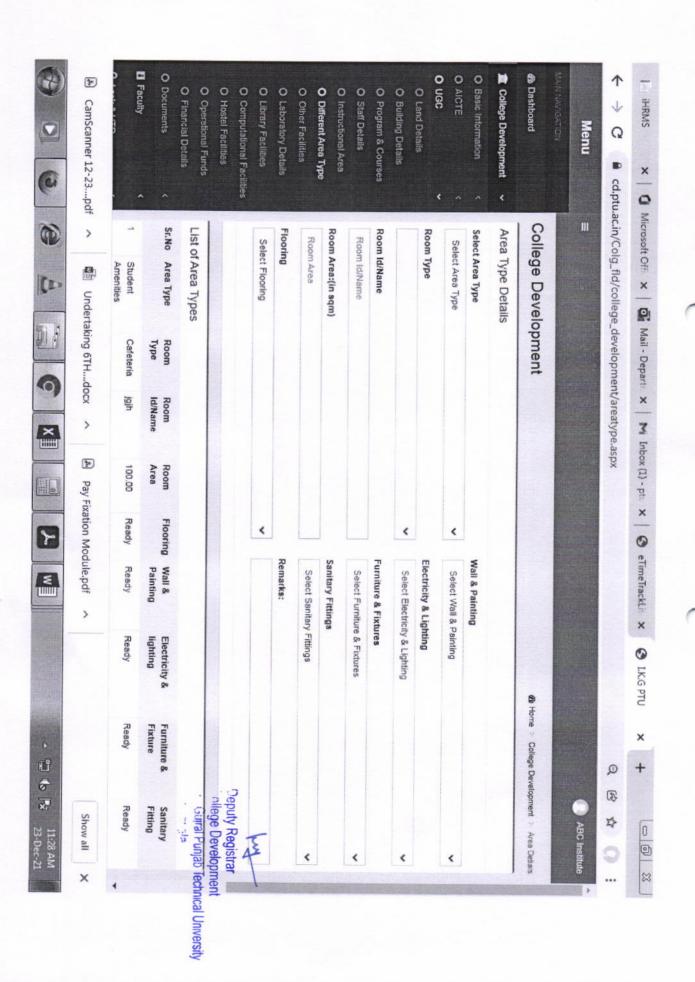


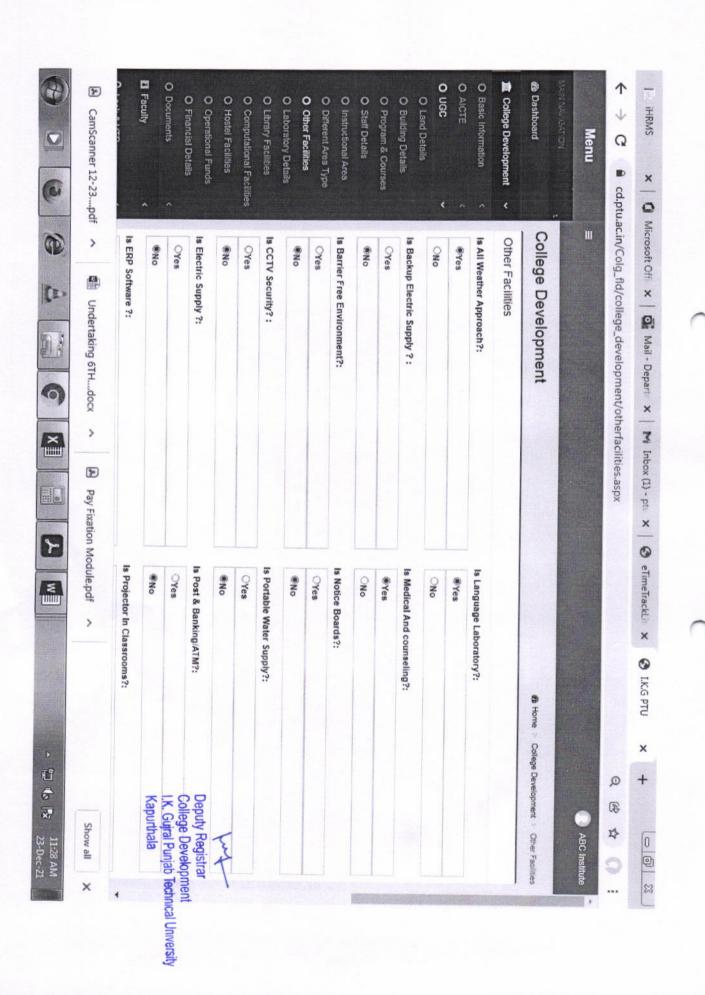


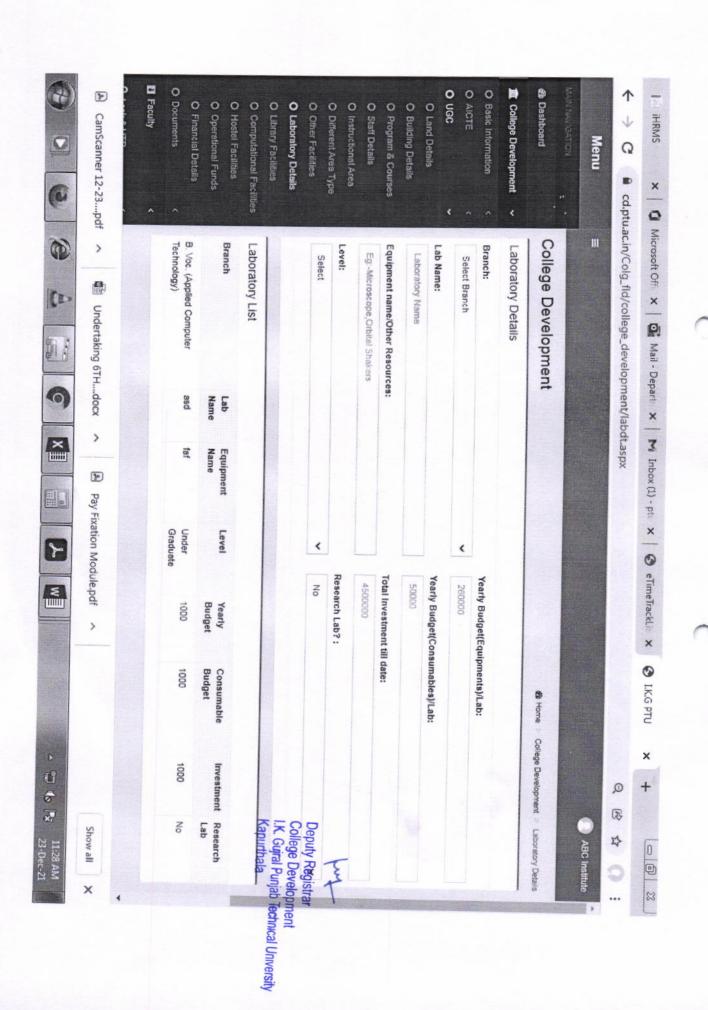


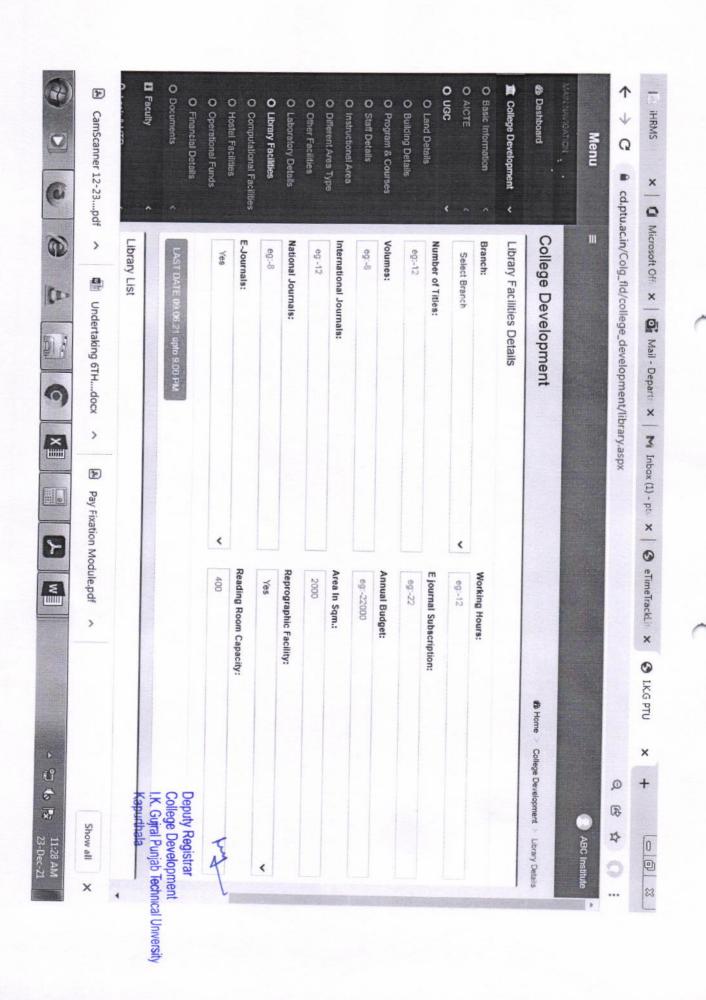


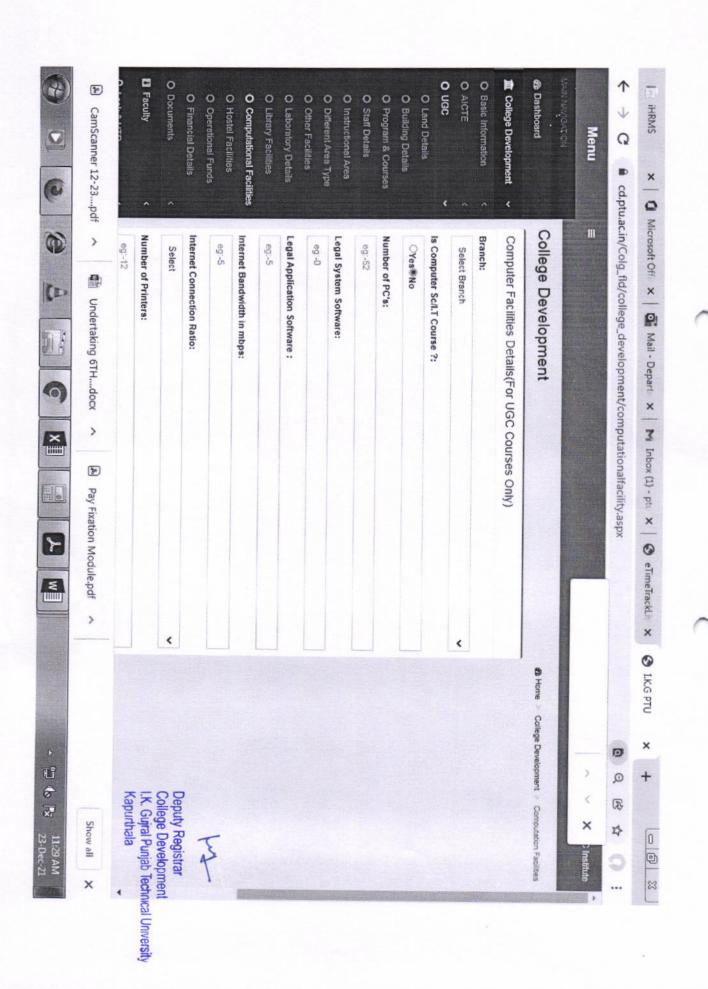


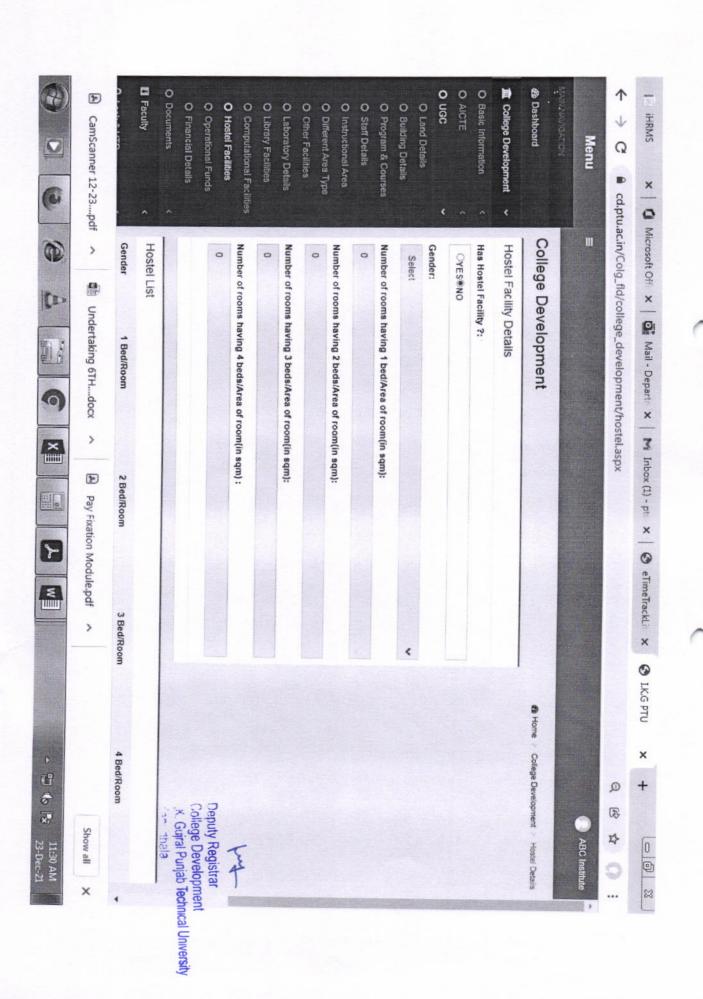


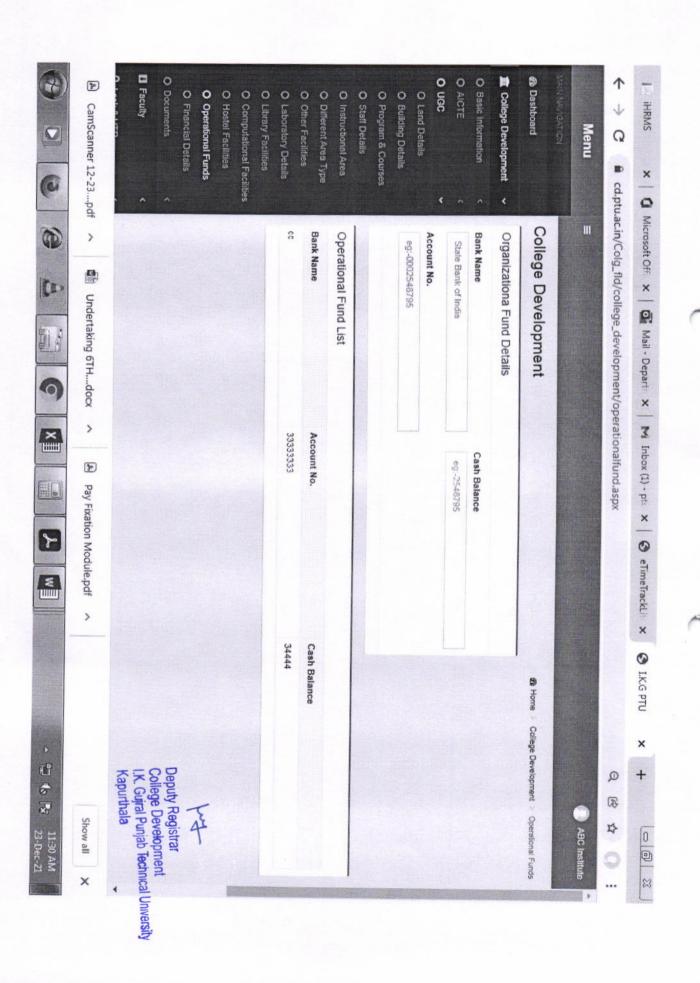


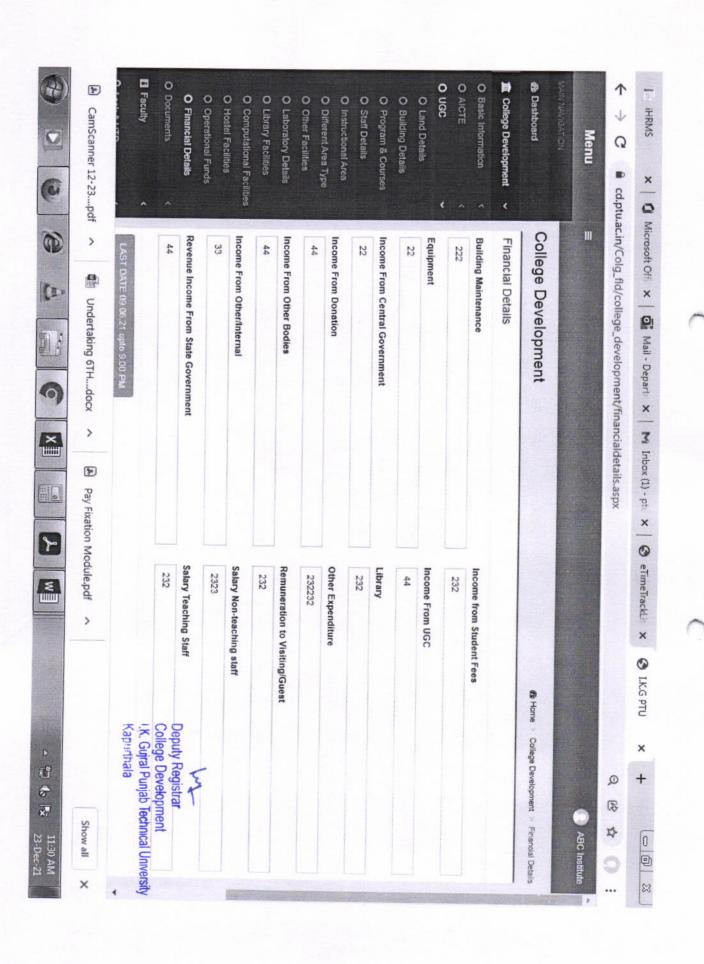




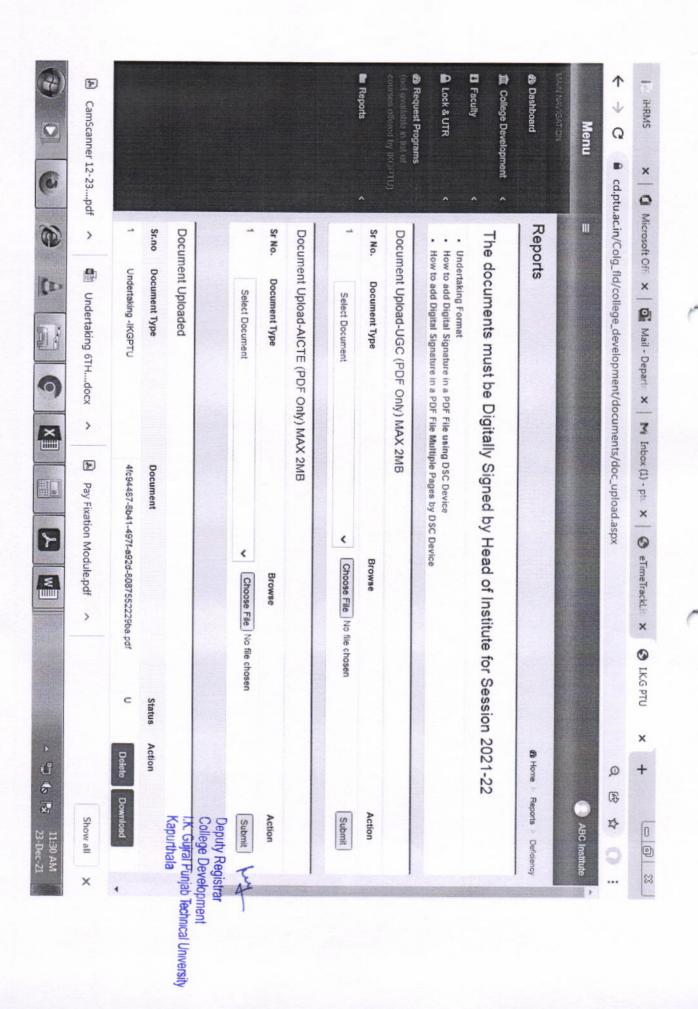




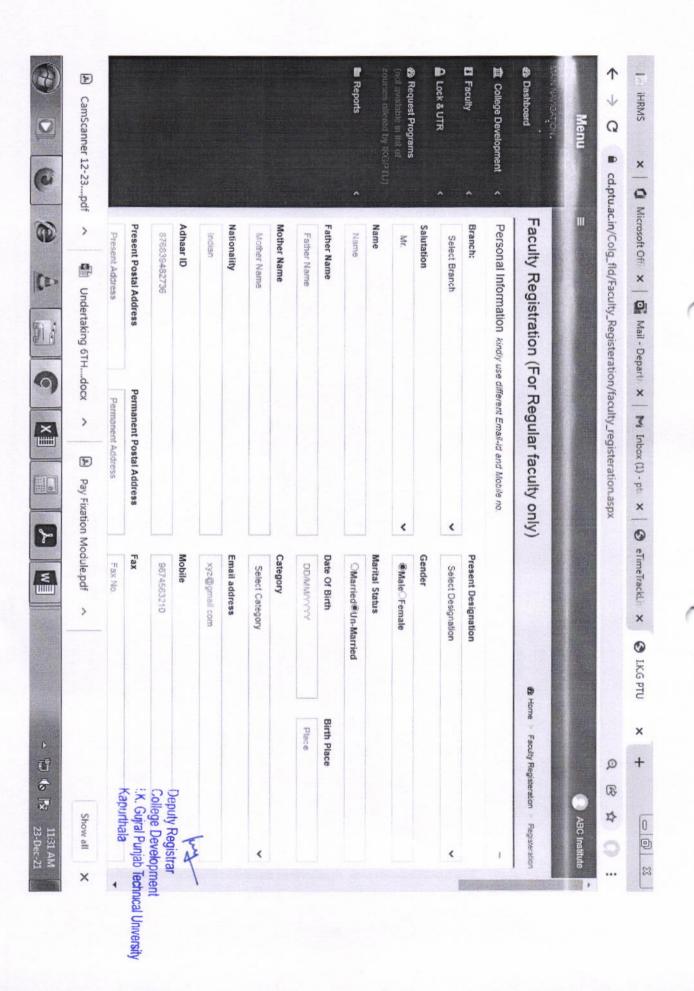


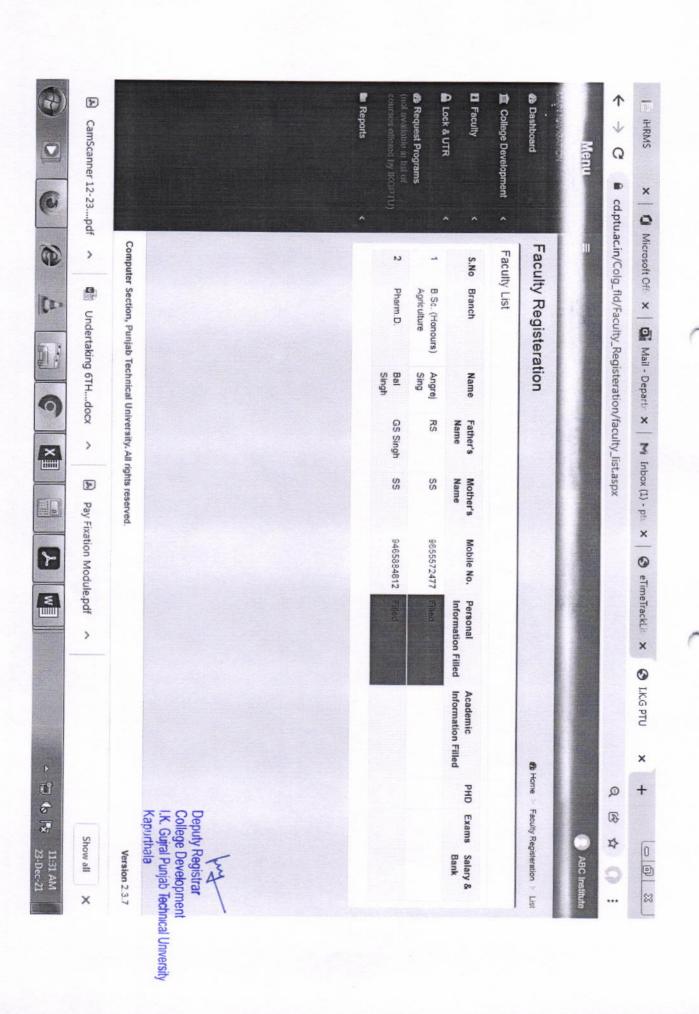


## Documents upload



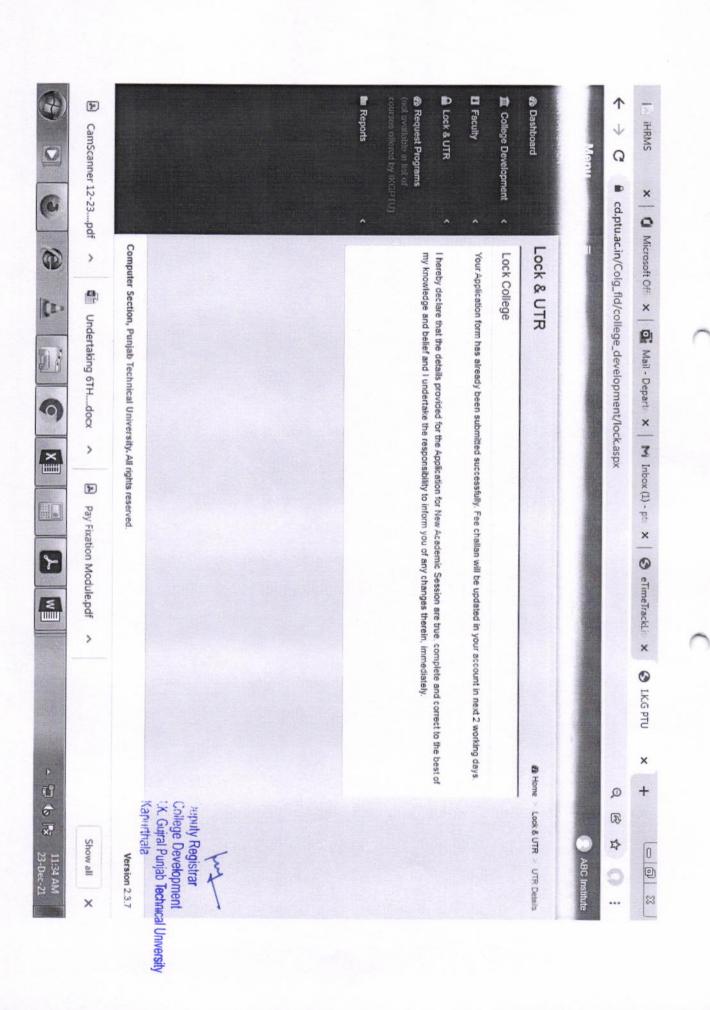
# Faculty Registration

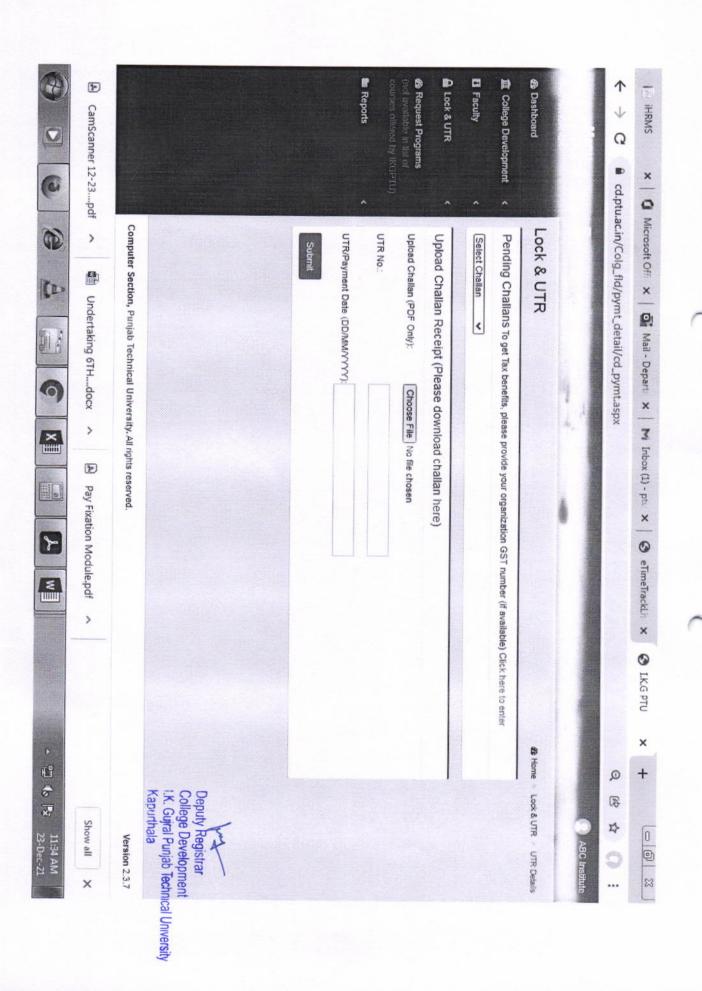


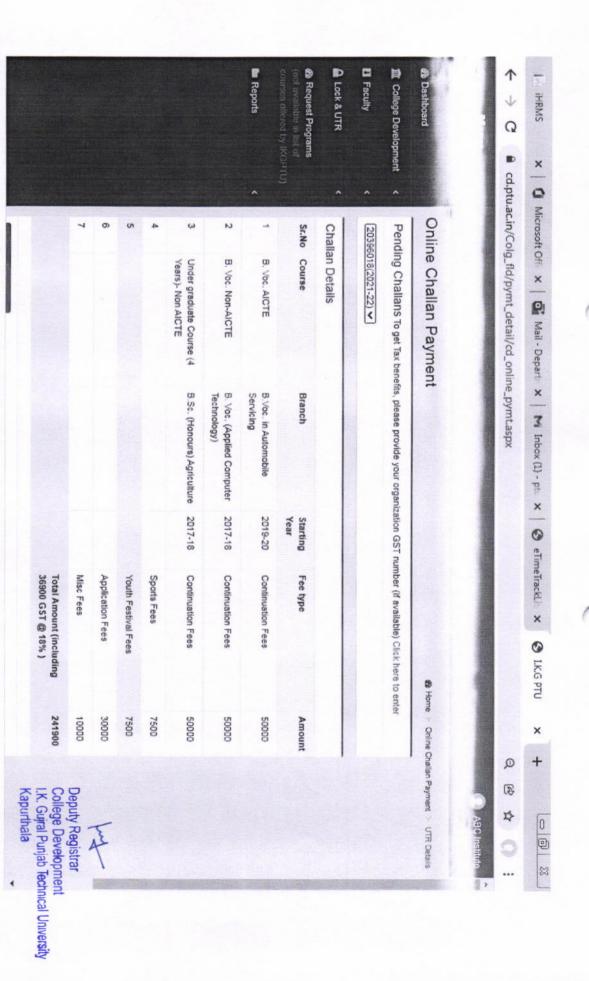


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Deputy Registrar
College Development
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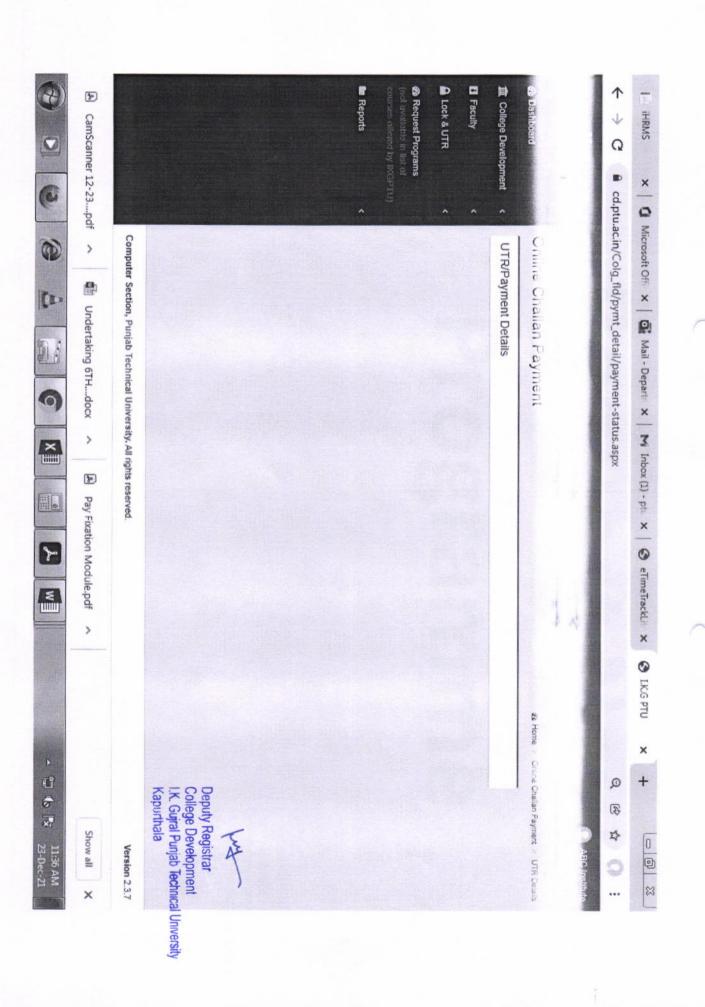
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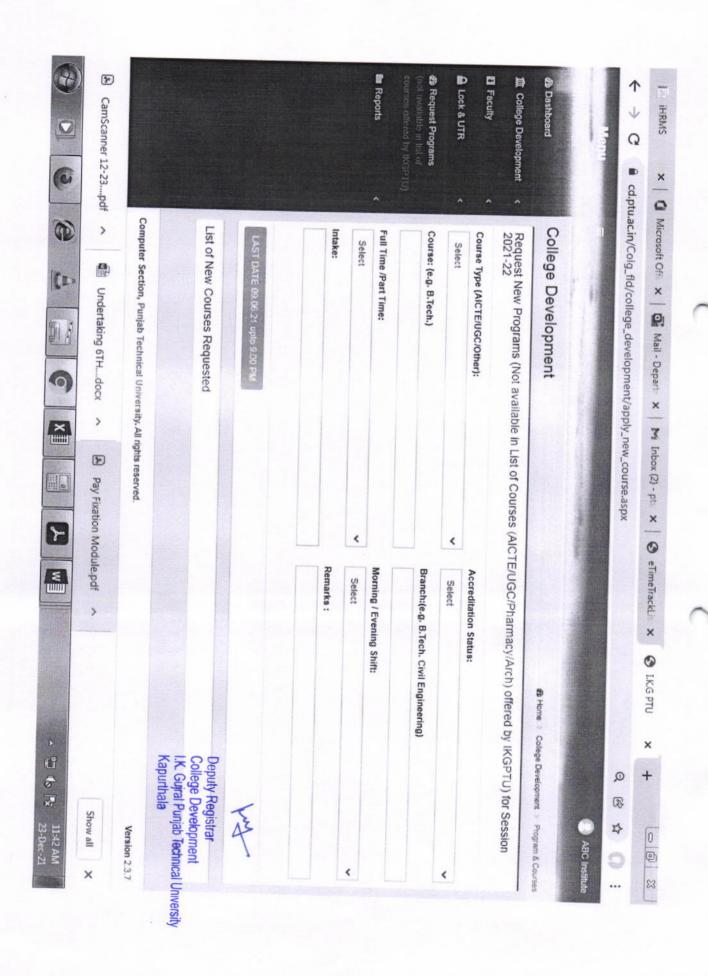
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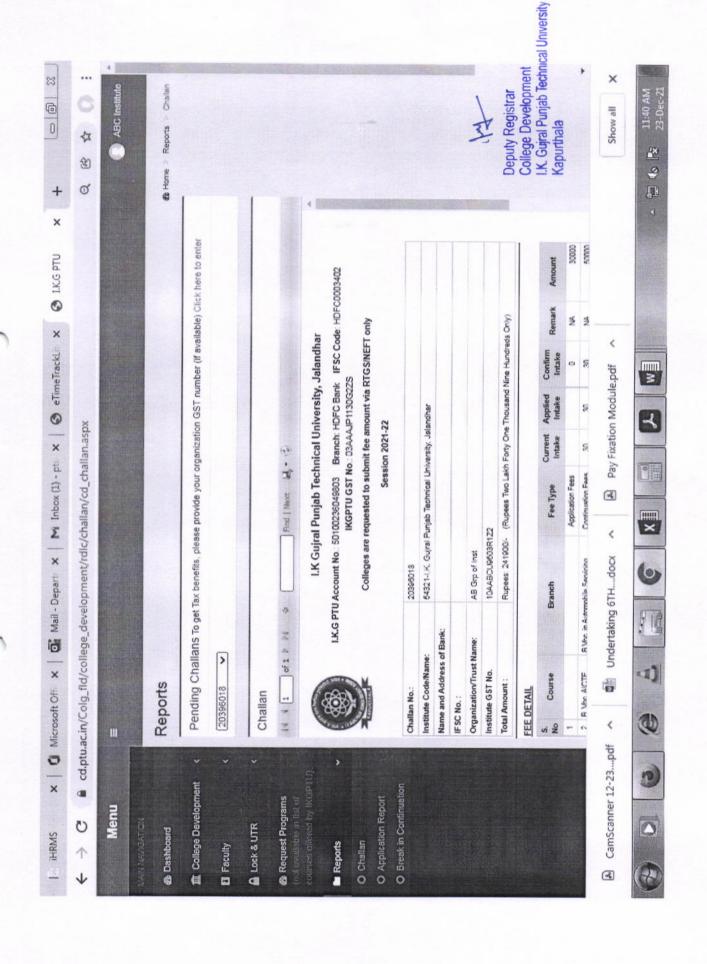
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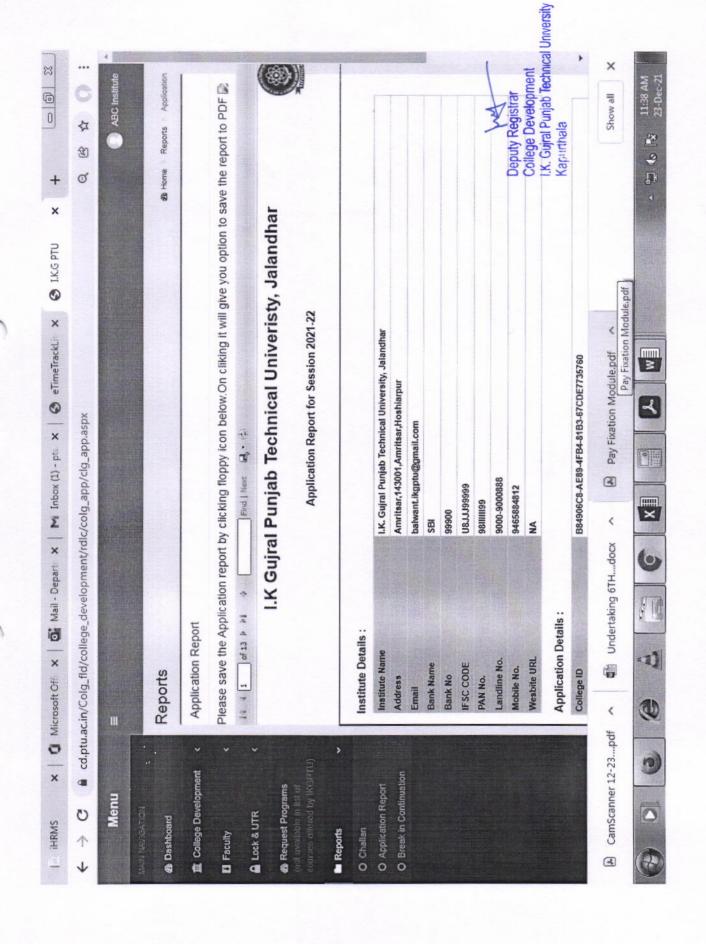


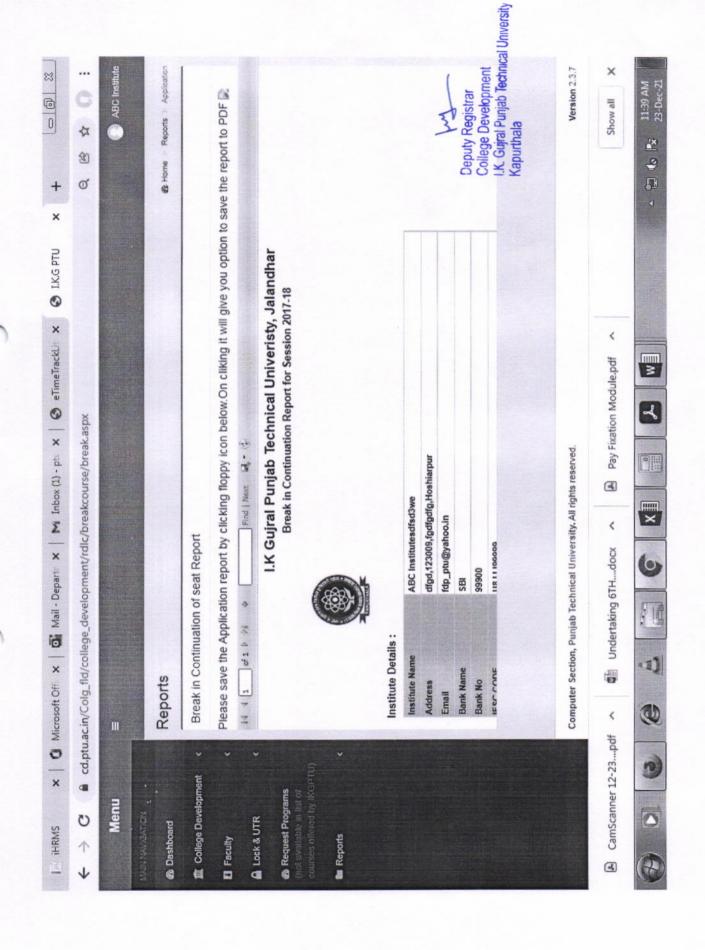


# Reports

Deputy Registrar
College Development
I.K. Gujral Punjab Technical University
Kapurthala







# Annual E-Governance Report

#### **College Development Web Portal**

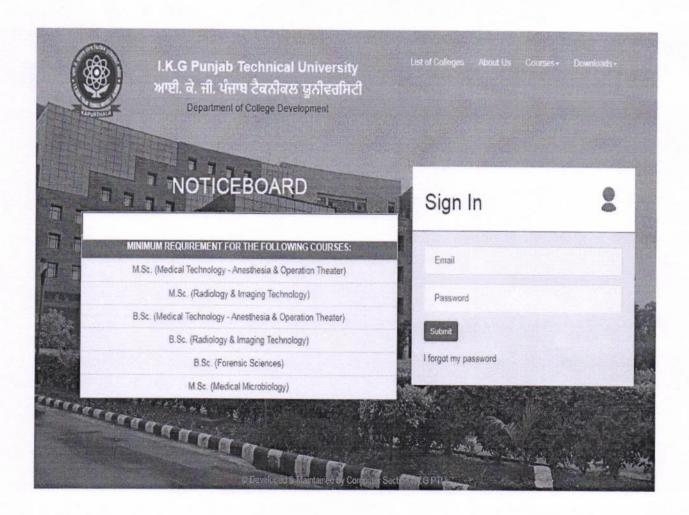
**Session 2020-21** 



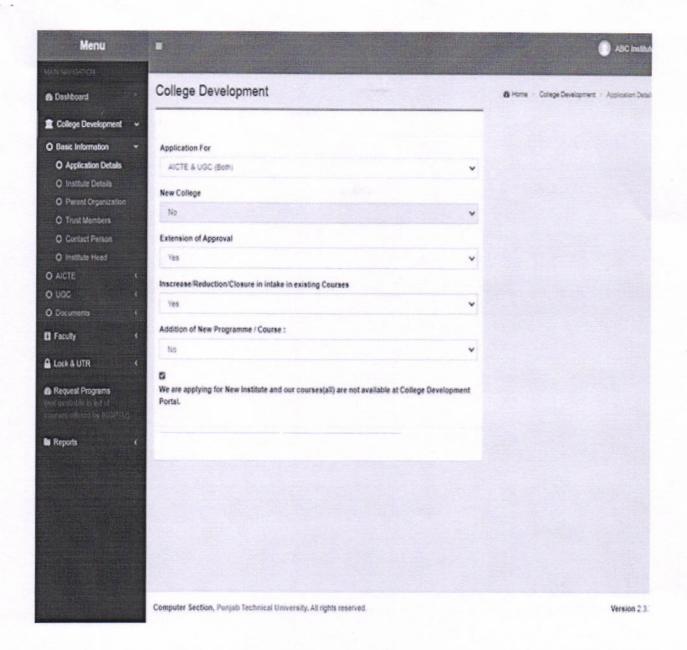
#### I.K. Gujral Punjab Technical University

(Jalandhar-Kapurthala Highway, Near Science City, Kapurthala)

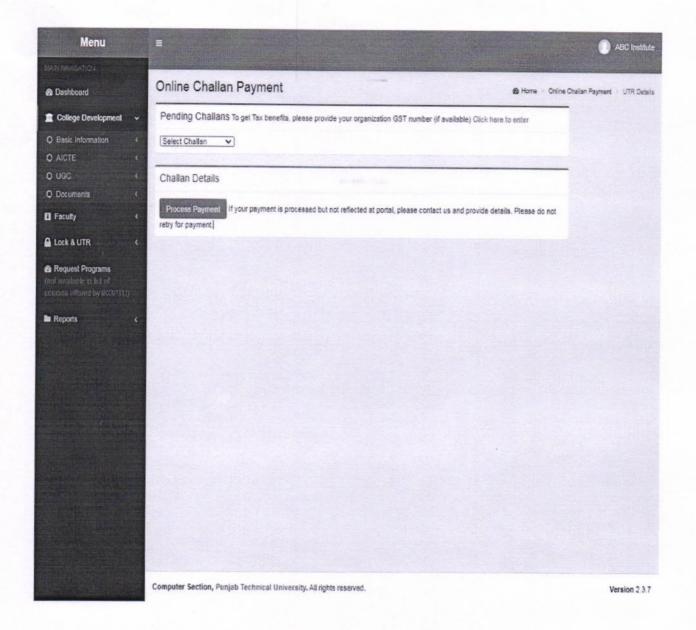
**E-Governance:** The objective of setting up of e-governance at Department of College Development is to help streamline operations and utilize the resources in an optimal way. It is expected that e governance will make workflow in the university functioning more efficient with computerized operations and make accurate data and information available to users. This will help in reducing paper work, time taken for movement of papers and files in official work and better utilization of human resources. We have initiated implementation of E-Governance in the Department of College Development in the year financial year 2020-21.



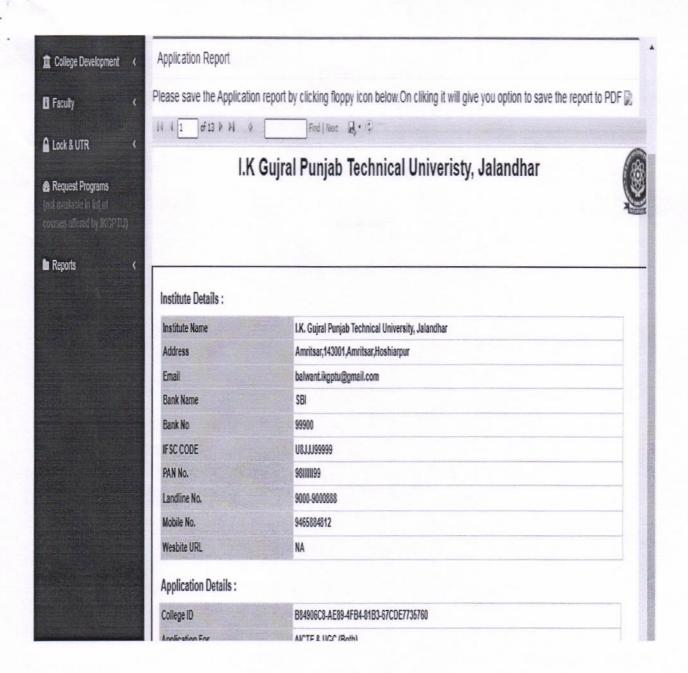
Department of College development creates 03 login account for new user on the request of interested societies/ trust applying for affiliation of new college alongwith previously created 212 existing users.



Total 215 colleges (existing and new) have entered the requisite details to start/continue the programmes as per the requirements of regulatory body i.e. UGC/AICTE/PCI/CoA etc. accordingly submitted the online application form through web portal and uploading the required documents.



The Fee Challan of 215 colleges has been generated to deposit the fee through online mode. Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.



Various types of report have been downloaded by the multiple users i.e. college user, supervisory and admin user for their records maintenance.

Going forward we shall also be implementing the E-Governance in the other relevant areas and subsequently all these modules will be linked to each other. The very reason of implementing the E-Governance in the University in a phase wise manner is to automate the complete operation without any disruption.

# Annual E-Governance Report

#### **College Development Web Portal**

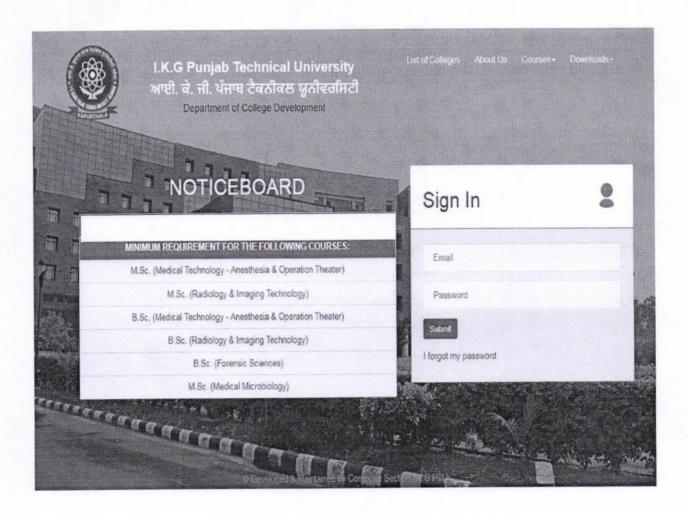
Session 2019-20



#### I.K. Gujral Punjab Technical University

(Jalandhar-Kapurthala Highway, Near Science City, Kapurthala)

**E-Governance:** The objective of setting up of e-governance at Department of College Development is to help streamline operations and utilize the resources in an optimal way. It is expected that e governance will make workflow in the university functioning more efficient with computerized operations and make accurate data and information available to users. This will help in reducing paper work, time taken for movement of papers and files in official work and better utilization of human resources. We have initiated implementation of E-Governance in the Department of College Development in the year financial year 2019-20.

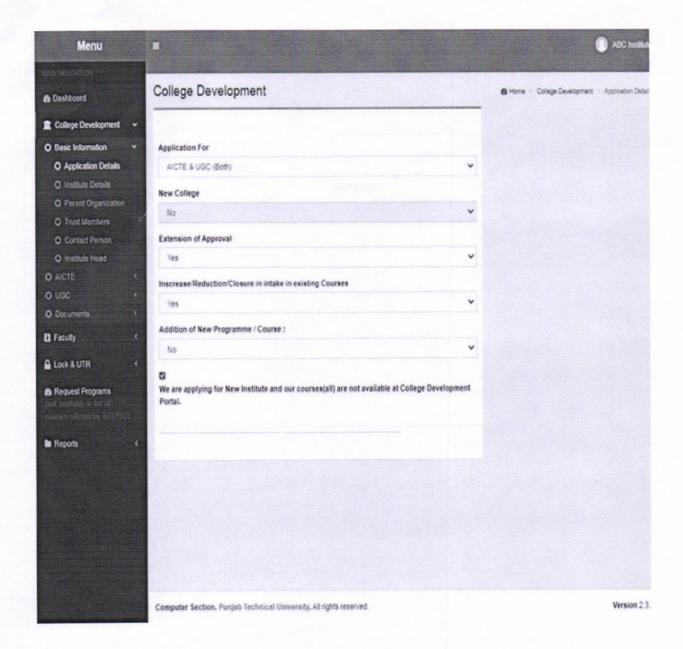


Department of College development creates 08 login account for new user on the request of interested societies/ trust applying for affiliation of new college alongwith previously created 215 existing users.

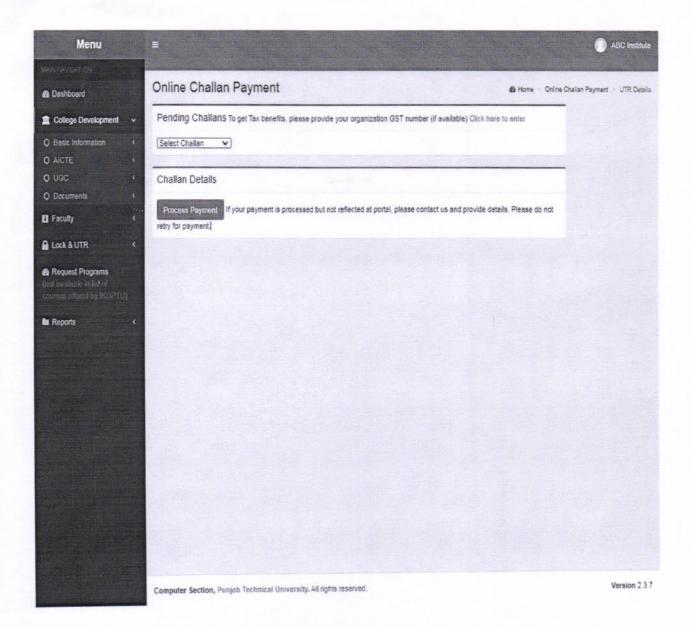
Director, College Development

Punjab Technical University,

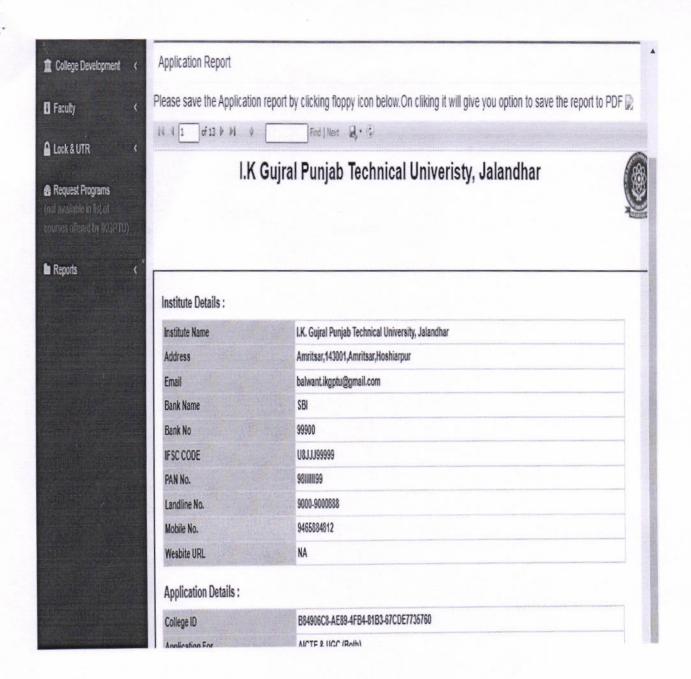
Jalandhar



Total 223 colleges (existing and new) have entered the requisite details to start/continue the programmes as per the requirements of regulatory body i.e. UGC/AICTE/PCI/CoA etc. accordingly submitted the online application form through web portal and uploading the required documents.



The Fee Challan of 223 colleges has been generated to deposit the fee through online mode. Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.



Various types of report have been downloaded by the multiple users i.e. college user, supervisory and admin user for their records maintenance.

Going forward we shall also be implementing the E-Governance in the other relevant areas and subsequently all these modules will be linked to each other. The very reason of implementing the E-Governance in the University in a phase wise manner is to automate the complete operation without any disruption.

# Annual E-Governance Report

#### **College Development Web Portal**

Session 2018-19



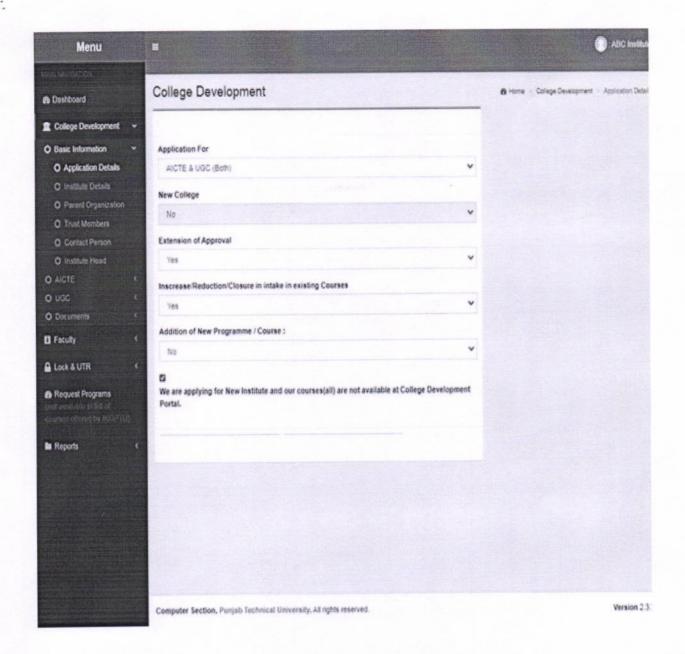
#### I.K. Gujral Punjab Technical University

(Jalandhar-Kapurthala Highway, Near Science City, Kapurthala)

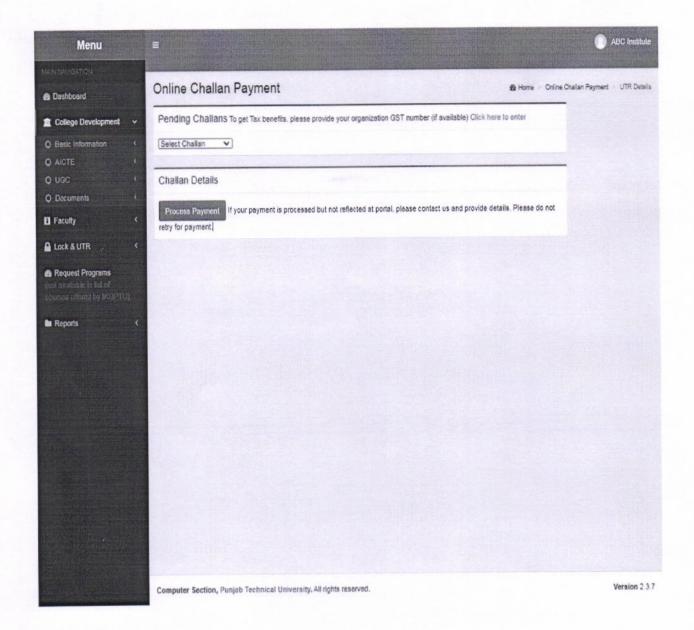
**E-Governance:** The objective of setting up of e-governance at Department of College Development is to help streamline operations and utilize the resources in an optimal way. It is expected that e governance will make workflow in the university functioning more efficient with computerized operations and make accurate data and information available to users. This will help in reducing paper work, time taken for movement of papers and files in official work and better utilization of human resources. We have initiated implementation of E-Governance in the Department of College Development in the year financial year 2018-19.



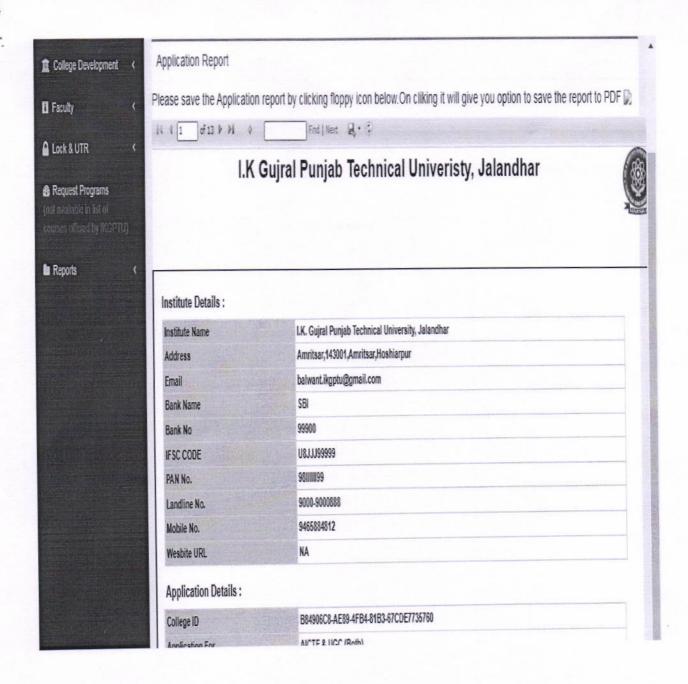
Department of College development creates 16 login account for new user on the request of interested societies/ trust applying for affiliation of new college alongwith previously created 217 existing users.



Total 233 colleges (existing and new) have entered the requisite details to start/continue the programmes as per the requirements of regulatory body i.e. UGC/AICTE/PCI/CoA etc. accordingly submitted the online application form through web portal and uploading the required documents.



The Fee Challan of 233 colleges has been generated to deposit the fee through online mode. Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.



Various types of report have been downloaded by the multiple users i.e. college user, supervisory and admin user for their records maintenance.

Going forward we shall also be implementing the E-Governance in the other relevant areas and subsequently all these modules will be linked to each other. The very reason of implementing the E-Governance in the University in a phase wise manner is to automate the complete operation without any disruption.

# Annual E-Governance Report

#### **College Development Web Portal**

Session 2017-18



#### I.K. Gujral Punjab Technical University

(Jalandhar-Kapurthala Highway, Near Science City, Kapurthala)

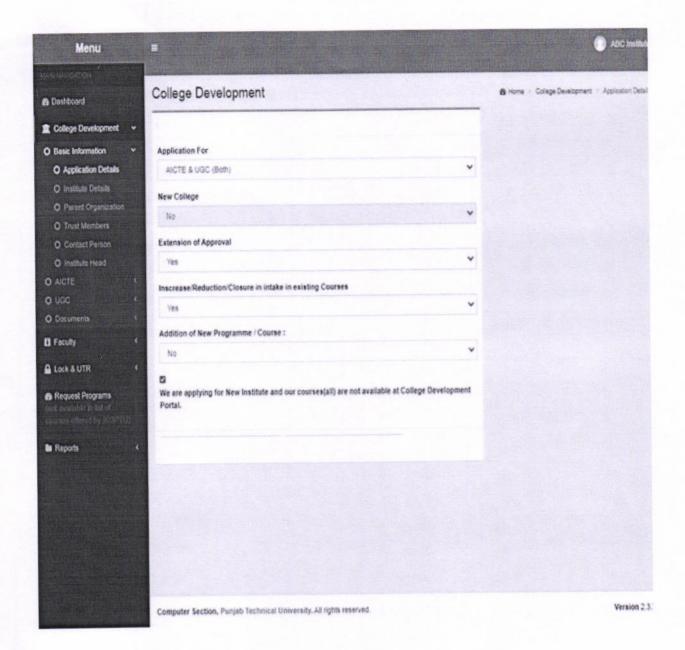
**E-Governance:** The objective of setting up of e-governance at Department of College Development is to help streamline operations and utilize the resources in an optimal way. It is expected that e governance will make workflow in the university functioning more efficient with computerized operations and make accurate data and information available to users. This will help in reducing paper work, time taken for movement of papers and files in official work and better utilization of human resources. We have initiated implementation of E-Governance in the Department of College Development in the year financial year 2017-18.



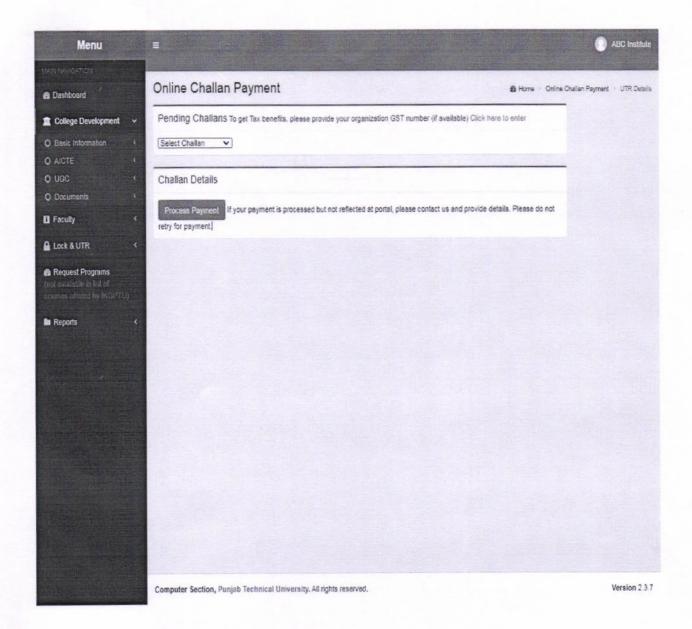
Department of College development creates nil login account for new user on the request of interested societies/ trust applying for affiliation of new college alongwith previously created 190 existing users.

Director, College Development

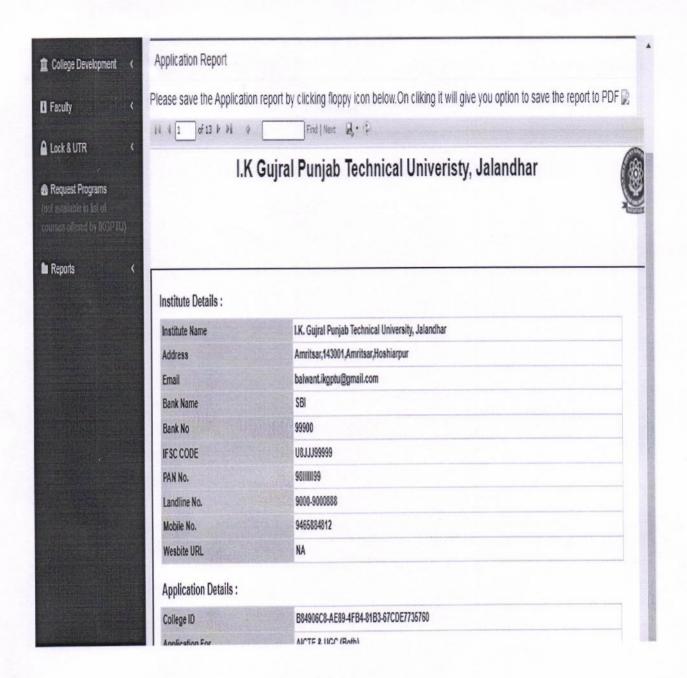
Punjab Technical University, Jalandhar



Total 190 colleges (existing and new) have entered the requisite details to start/continue the programmes as per the requirements of regulatory body i.e. UGC/AICTE/PCI/CoA etc. accordingly submitted the online application form through web portal and uploading the required documents.



The Fee Challan of 190 colleges has been generated to deposit the fee through online mode. Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.



Various types of report have been downloaded by the multiple users i.e. college user, supervisory and admin user for their records maintenance.

Going forward we shall also be implementing the E-Governance in the other relevant areas and subsequently all these modules will be linked to each other. The very reason of implementing the E-Governance in the University in a phase wise manner is to automate the complete operation without any disruption.

# Annual E-Governance Report

#### **College Development Web Portal**

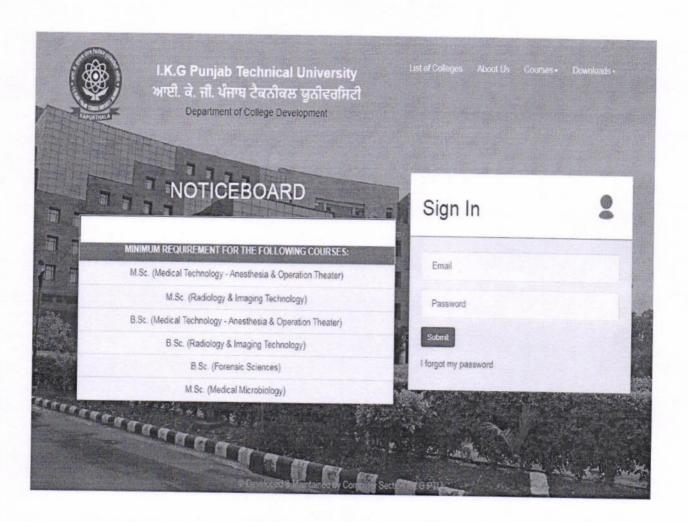
Session 2016-17



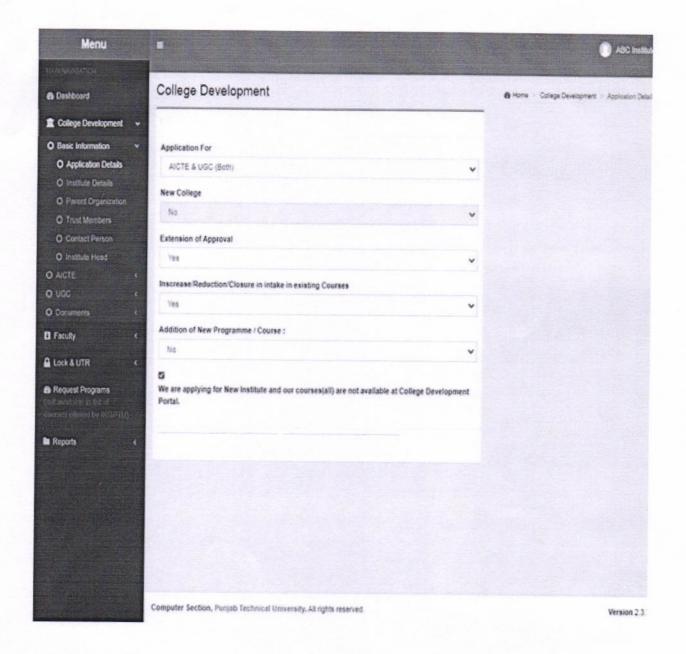
#### I.K. Gujral Punjab Technical University

(Jalandhar-Kapurthala Highway, Near Science City, Kapurthala)

**E-Governance:** The objective of setting up of e-governance at Department of College Development is to help streamline operations and utilize the resources in an optimal way. It is expected that e governance will make workflow in the university functioning more efficient with computerized operations and make accurate data and information available to users. This will help in reducing paper work, time taken for movement of papers and files in official work and better utilization of human resources. We have initiated implementation of E-Governance in the Department of College Development in the year financial year 2016-17.



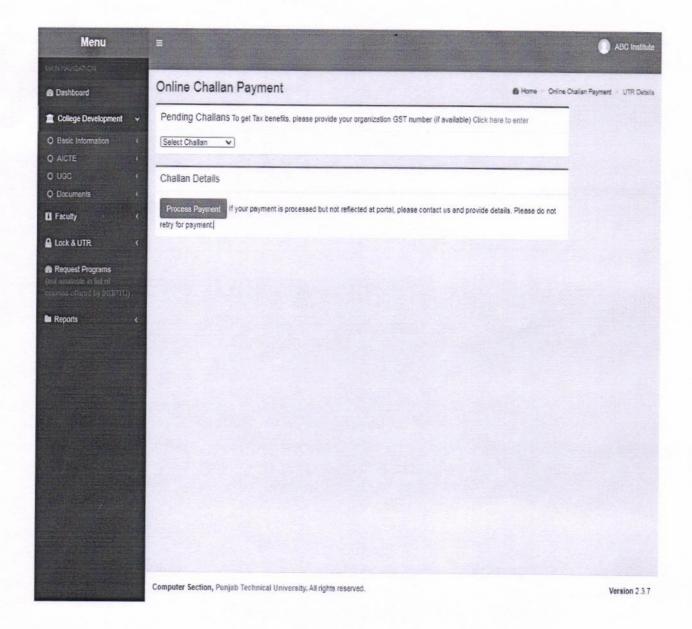
Department of College development creates 08 login account for new user on the request of interested societies/ trust applying for affiliation of new college alongwith previously created 180 existing users.



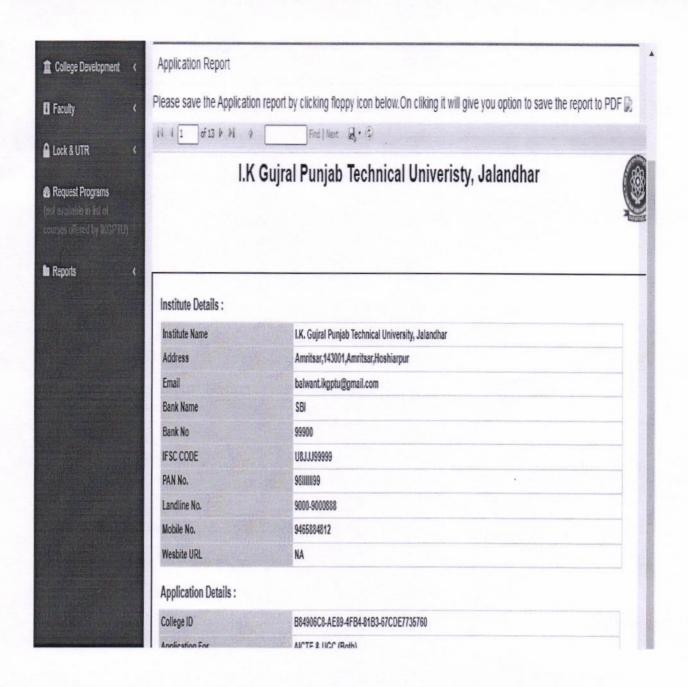
Total 188 colleges (existing and new) have entered the requisite details to start/continue the programmes as per the requirements of regulatory body i.e. UGC/AICTE/PCI/CoA etc. accordingly submitted the online application form through web portal and uploading the required documents.

Director, College Development

Punjab Technical University, Jalandhar



The Fee Challan of 188 colleges has been generated to deposit the fee through online mode. Deposition of application processing fee through online mode on web portal and uploading the receipt of fee deposited duly verified by the bank.



Various types of report have been downloaded by the multiple users i.e. college user, supervisory and admin user for their records maintenance.

Going forward we shall also be implementing the E-Governance in the other relevant areas and subsequently all these modules will be linked to each other. The very reason of implementing the E-Governance in the University in a phase wise manner is to automate the complete operation without any disruption.