6.2.3. QnM.

Implementation of e-governance

(A.Y. 2023-24)

PILLAI HOC COLLEGE OF ARTS, SCIENCE AND COMMERCE * RASAYANI *

PRINCIPAL
Mahatma Education Society's
Pillai HOC College of
Arts, Science & Commerce
Pillai HOC Educational Campus
Rasayani, Taluka Khalapur
Dist. Raigad, Pin- 410 207

Index

Sr. No.	Title
1	Enterprise Resource Planning document
2	Report on In-house developed softwares
3	Biometric attendance system
4	Annual e governance Report
5	Bills

Mahatma Education Society's

Pillai HOC College of Arts, Science and Commerce, Rasayani

Enterprise Resource Planning Document

ERP system used in institute at various levels is as follows,

1. **Administration:**
   EduRight software
   Software is used to maintaining a record of student information such as address, contact number, academic record, attendance, billing and fees update.
   http://192.168.20.4:82/Eduright/Login.aspx

2. **Finance and accounts:**
   TallyERP 9 and Sensys Easypay enterprise
   Tally ERP 9 is accounting software that has been used to record several financial transactions and events. **Sensys EasyPAY** is a complete payroll management software for employee management, salary management, leave management, loan & advance management, PF, etc.

3. **Students' admission and support:**
   Student portal
   The student portal is a portal for students where they can access their personal information such as admission number, address and contact numbers. Also, they can access results, exam forms and they can pay their fees online.
   https://phcascstudentportal.mes.ac.in/

4. **Examination:**
   In examination, software's developed in-house and Mumbai University both is used.
   a) In-house Software: PHCASC exam mark entry software
   PHCASC exam mark entry software is used for mark entry and result preparation. Also software is used to obtain consolidated reports of regular and ATKT exams.
   http://203.115.126.42/phcascexam/MarkEntry.aspx

   b) Mumbai university software's: MKCL portal is used to inward students' university admission and exam forms, online exam fee payment, generation of hall tickets, university exam mark entry and generation of results and gazettes. University gives access to the question papers through this portal to an authorized staff member during the examinations.

   https://mum.digitaluniversity.ac/

Pillai's HOC College of Arts, Science and Commerce Rasayani

Principal
Mahatma Education Society's
Pillai's HOC College of Arts
Science and Commerce
HOC Educational Campus,
Rasayani, Tal. Khalapur,
Dist. Raigad, PIN - 410 207

Software called UOM TracMARKS V2.5 is online assessment software of Mumbai University, and it is used for an On Screen Marking (OSM) i.e. digital assessment of answer sheets.

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Science and Commerce
HOC Educational Campus,
Roha, Tal. Khalapur,
Dist. Raigad. PIN - 410207.

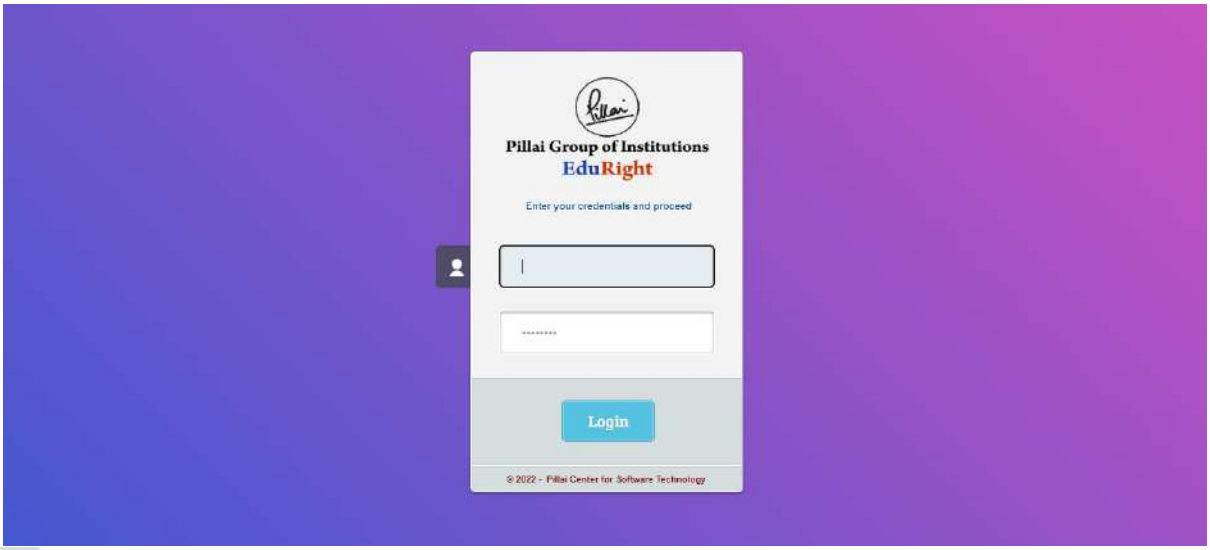
PILLAI HOC COLLEGE OF ARTS , SCIENCE & COMMERCE

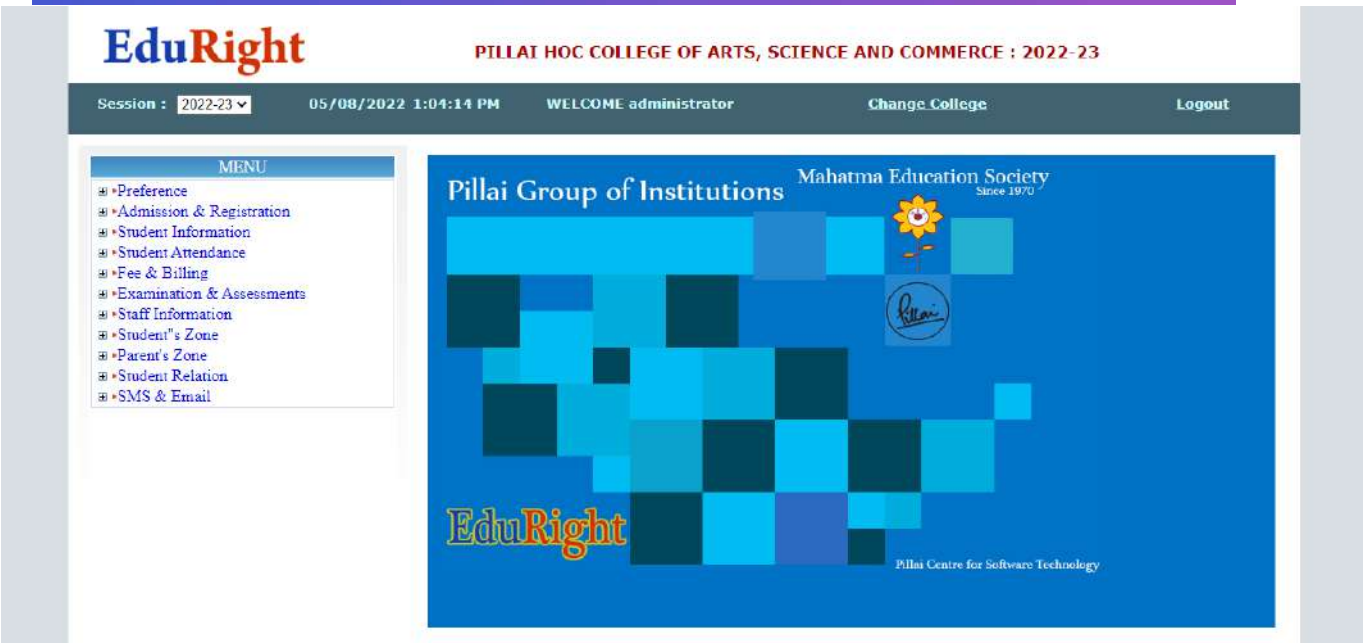
In-house Software Developed and Maintained By : Pillai Center for Software Technology

Softwares Using in Pillai HOC College of Arts , Science & Commerce

- **EduRight – Student ERP Software**
- **PHCASC Student Portal**
- **PHCASC EXAM Software**

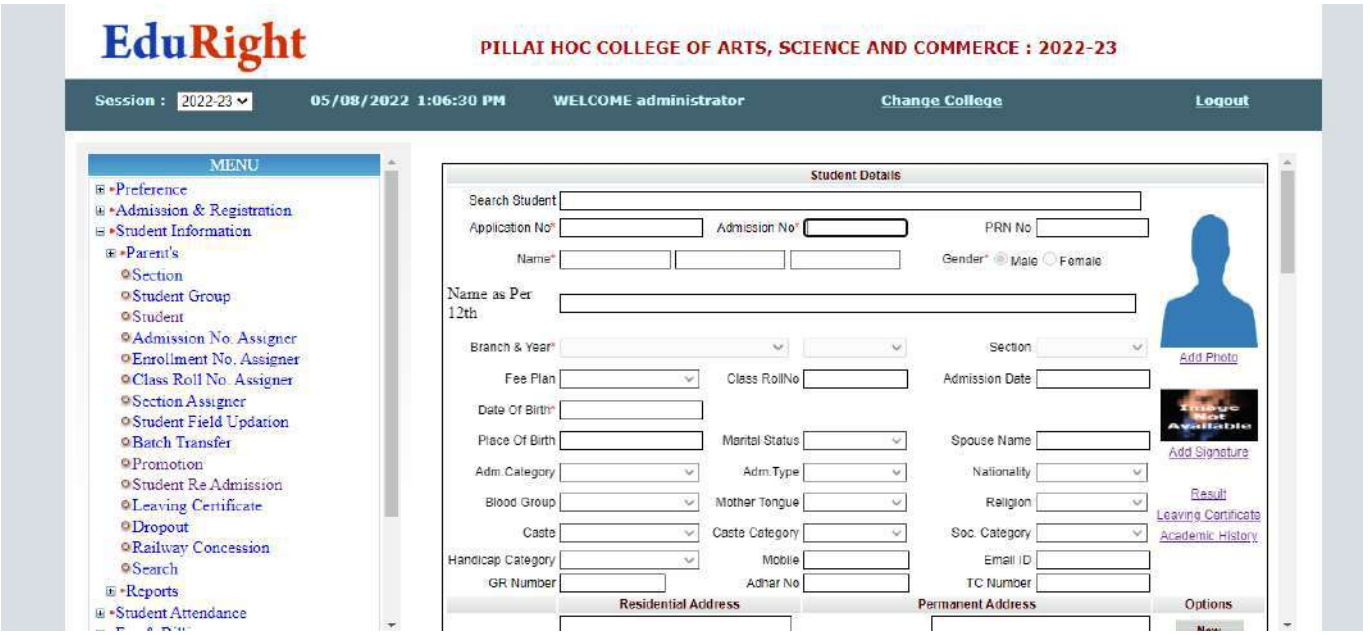
EduRight – Student ERP Software



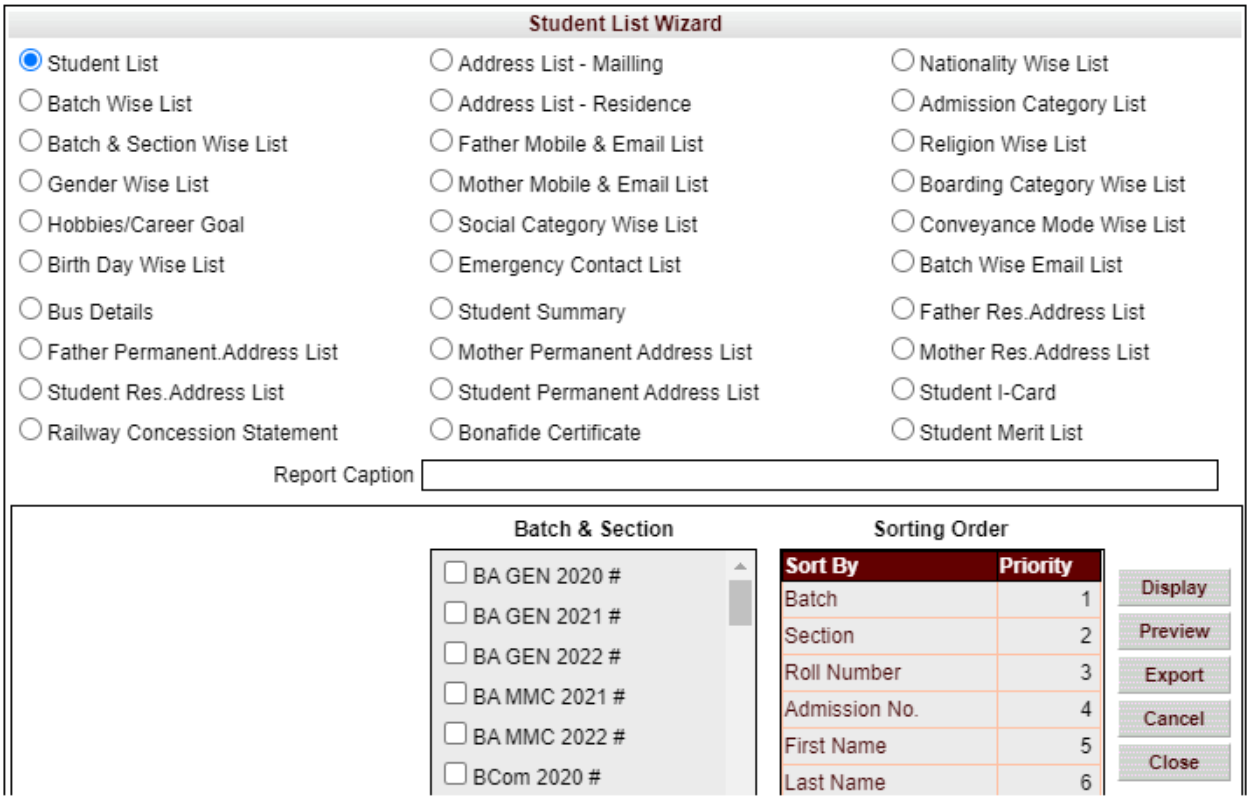


Features using in EduRight Software

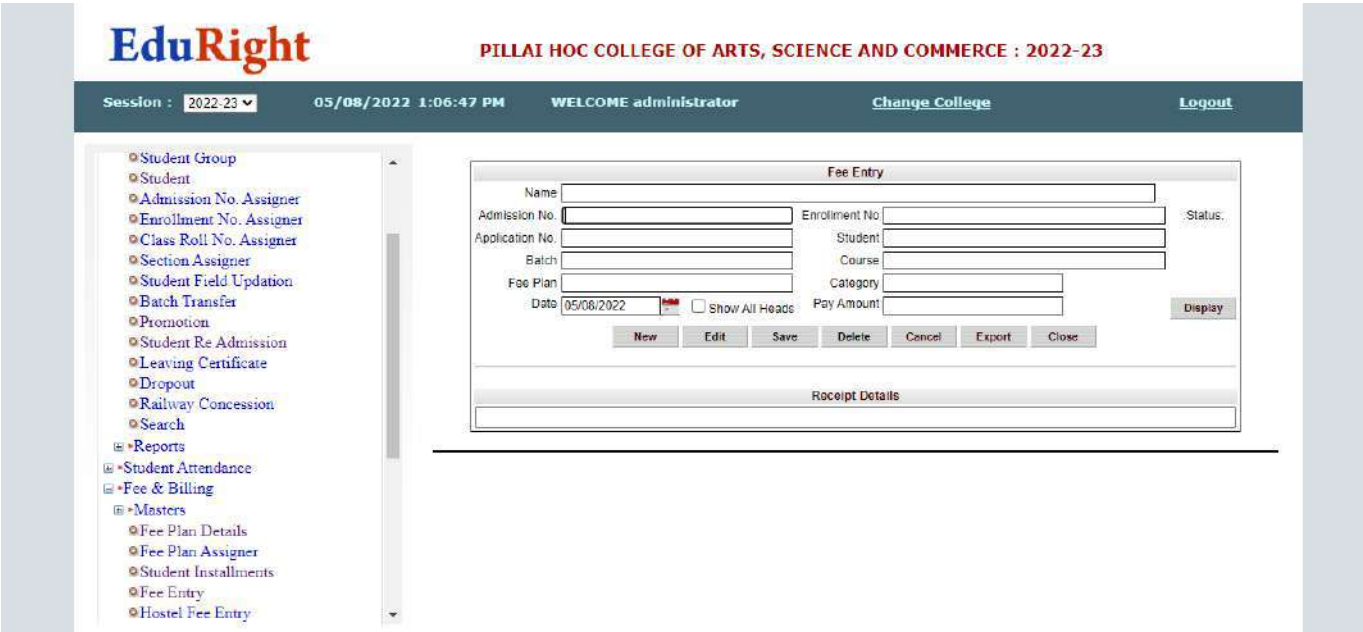
- **Admission**



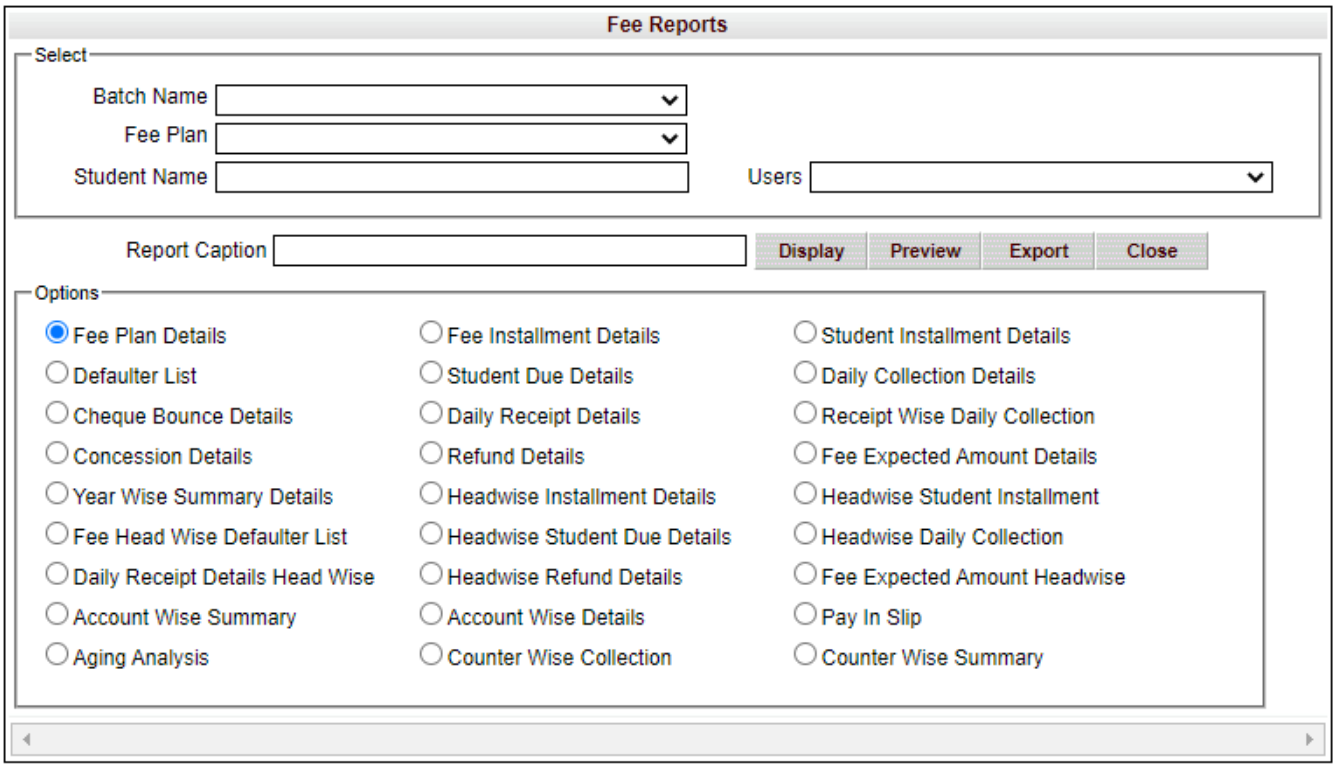
Also we can generate 30 student Reports



- **Fees**

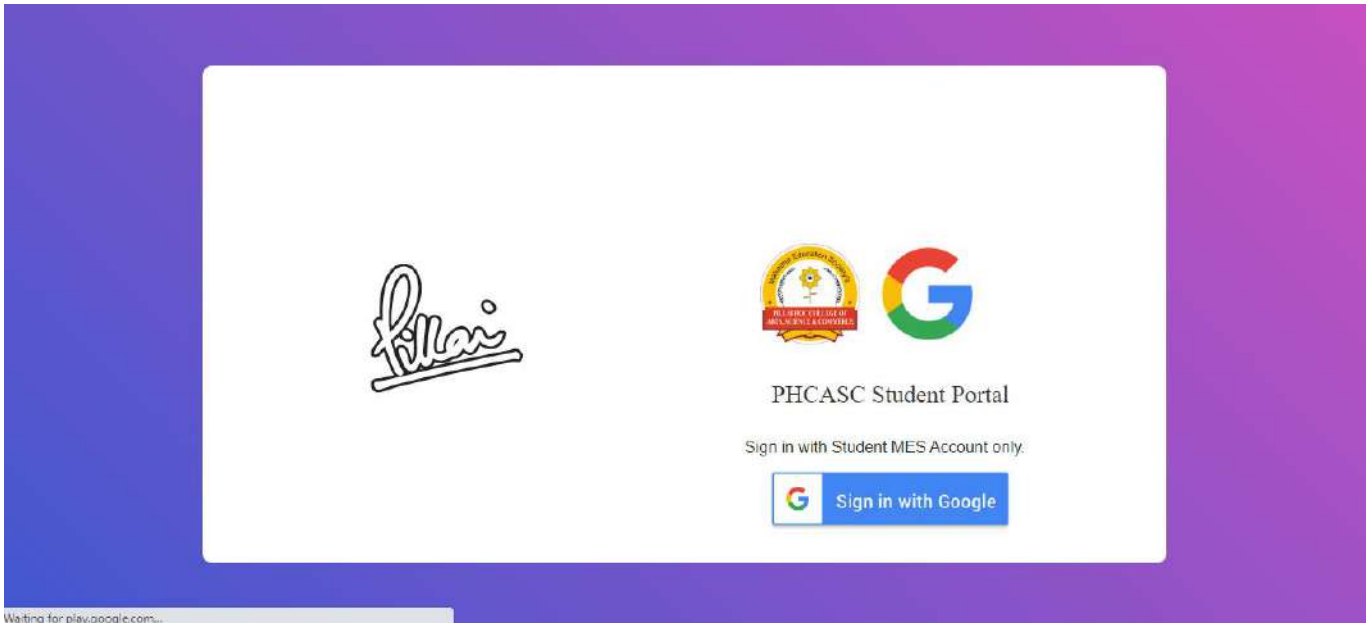


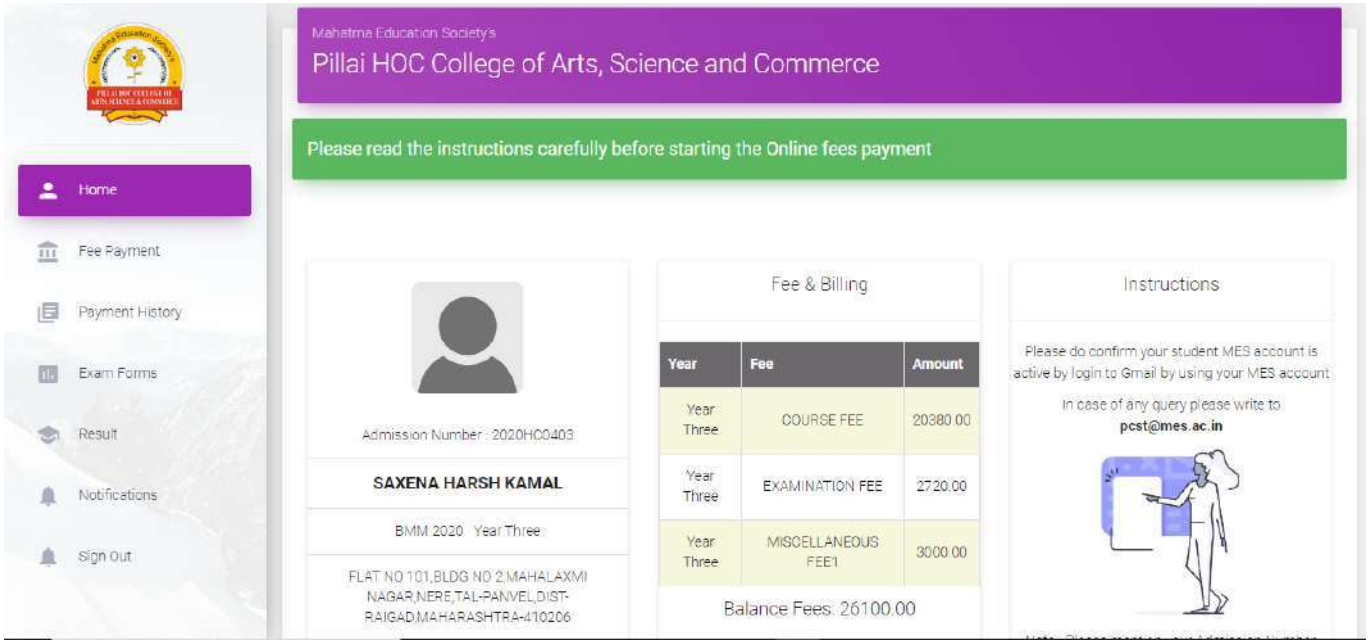
We can generate 27 Fees reports

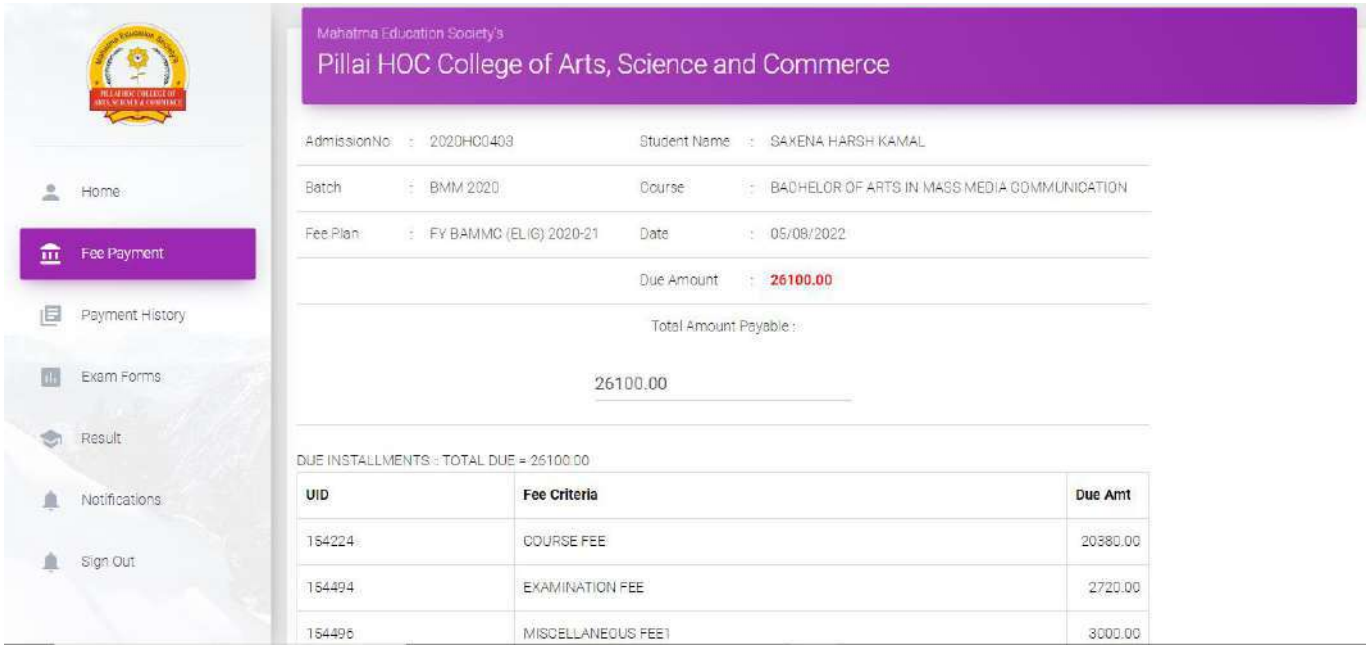


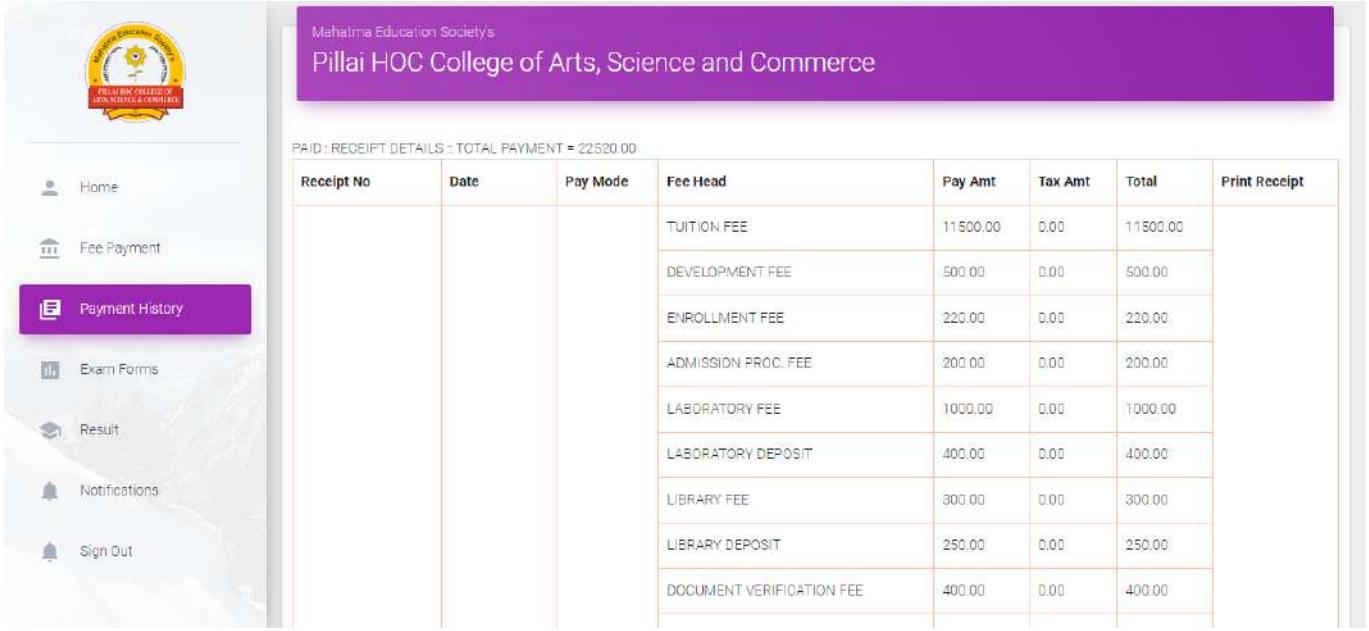
PHCASC Student Portal

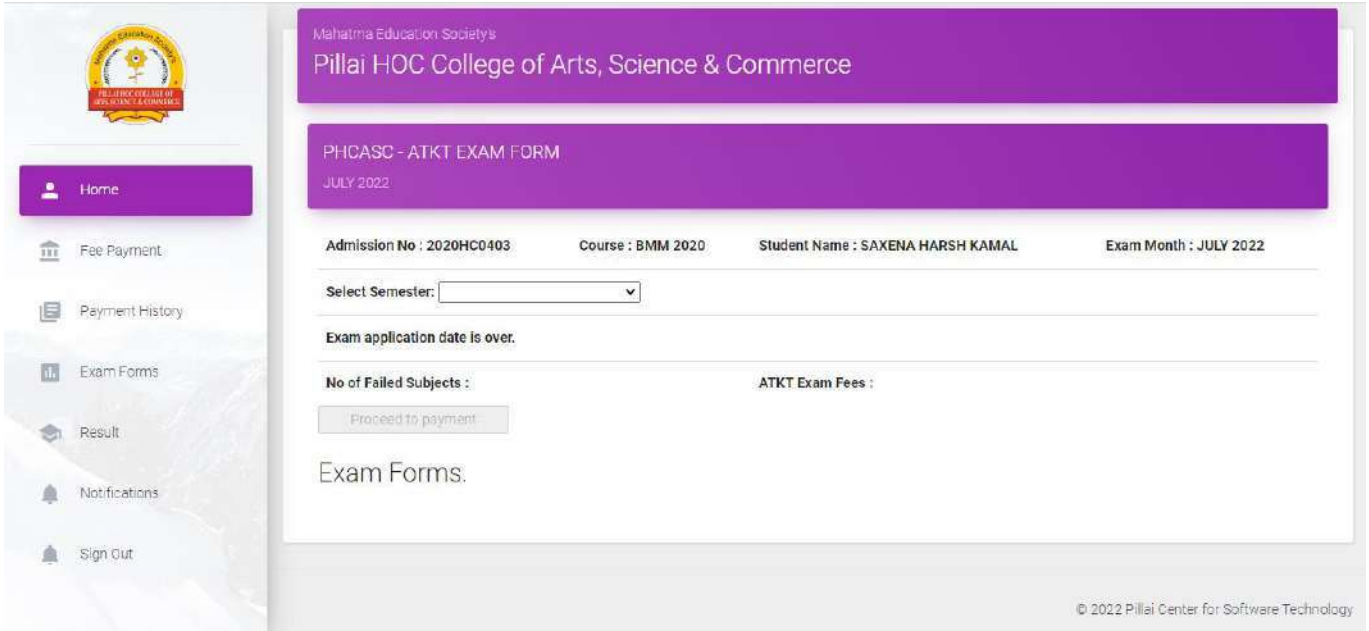
PHCASC Student portal is developed for students to access their details like Personal Details, Exam Details, and Fees Details etc. at one place. Also student can pay their college fees online through student portal. Students can apply for their exams through student portal. Students can also download their hall ticket from student portal.






Mahatma Education Society's
Pillai HOC College of Arts, Science and Commerce
Home
Fee Payment
Payment History
Exam Forms
Result
Notifications
Sign Out
AdmissionNo : 2020HC0403
Student Name : SAXENA HARSH KAMAL
Batch : BMM 2020
Course : BACHELOR OF ARTS IN MASS MEDIA COMMUNICATION
Fee Plan : FY BAMMC (EL/G) 2020-21
Date : 05/08/2022
Due Amount : 26100.00
Total Amount Payable :
26100.00
DUE INSTALLMENTS :: TOTAL DUE = 26100.00
UID
Fee Criteria
Due Amt
164224
COURSE FEE
20380.00
164494
EXAMINATION FEE
2720.00
164496
MISCELLANEOUS FEE1
3000.00


Mahatma Education Society's
Pillai HOC College of Arts, Science and Commerce
Home
Fee Payment
Payment History
Exam Forms
Result
Notifications
Sign Out
PAID : RECEIPT DETAILS :: TOTAL PAYMENT = 22520.00
Receipt No
Date
Pay Mode
Fee Head
Pay Amt
Tax Amt
Total
Print Receipt
TUITION FEE 11500.00 0.00 11500.00
DEVELOPMENT FEE 500.00 0.00 500.00
ENROLLMENT FEE 220.00 0.00 220.00
ADMISSION PROC. FEE 200.00 0.00 200.00
LABORATORY FEE 1000.00 0.00 1000.00
LABORATORY DEPOSIT 400.00 0.00 400.00
LIBRARY FEE 300.00 0.00 300.00
LIBRARY DEPOSIT 250.00 0.00 250.00
DOCUMENT VERIFICATION FEE 400.00 0.00 400.00


Mahatma Education Society's
Pillai HOC College of Arts, Science & Commerce
Home
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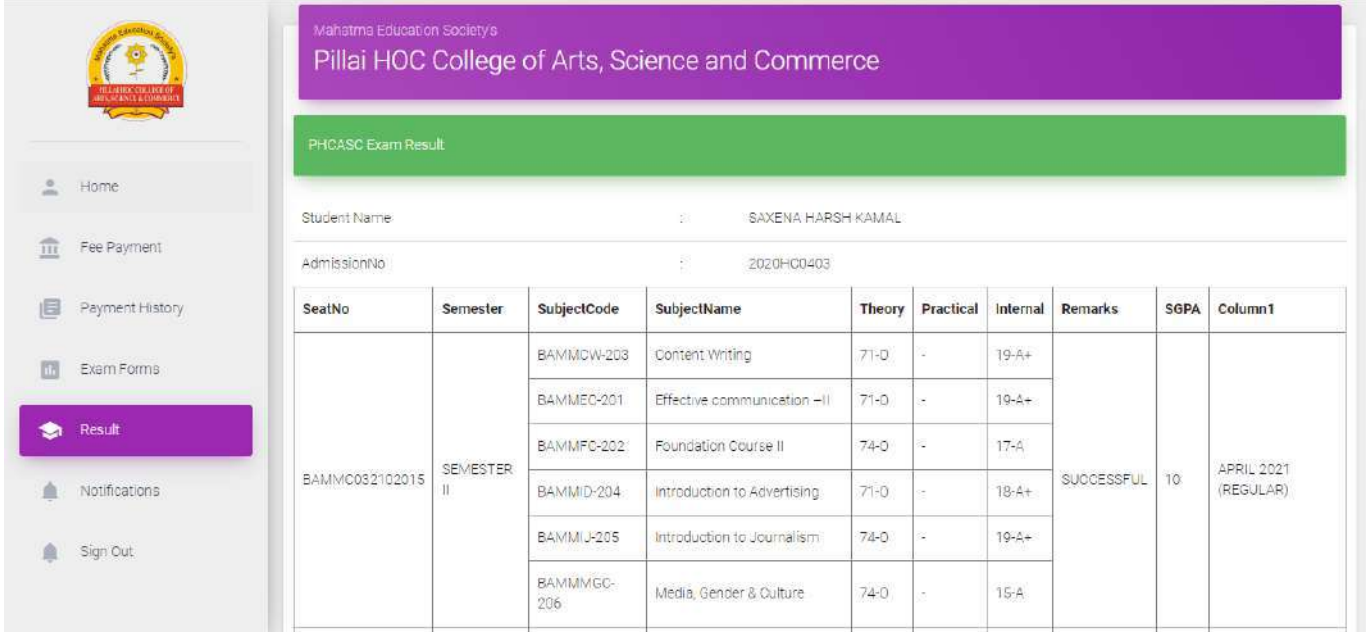
Result
Notifications
Sign Out
PHCASC - ATKT EXAM FORM
JULY 2022
Admission No : 2020HC0403
Course : BMM 2020
Student Name : SAXENA HARSH KAMAL
Exam Month : JULY 2022
Select Semester:
Exam application date is over.
No of Failed Subjects :
ATKT Exam Fees :
Proceed to payment
Exam Forms.
© 2022 Pillai Center for Software Technology



Mahatma Education Society's

Pillai HOC College of Arts, Science and Commerce

Home

Fee Payment

Payment History

Exam Forms

Result

Notifications

Sign Out

PHCASC Exam Result

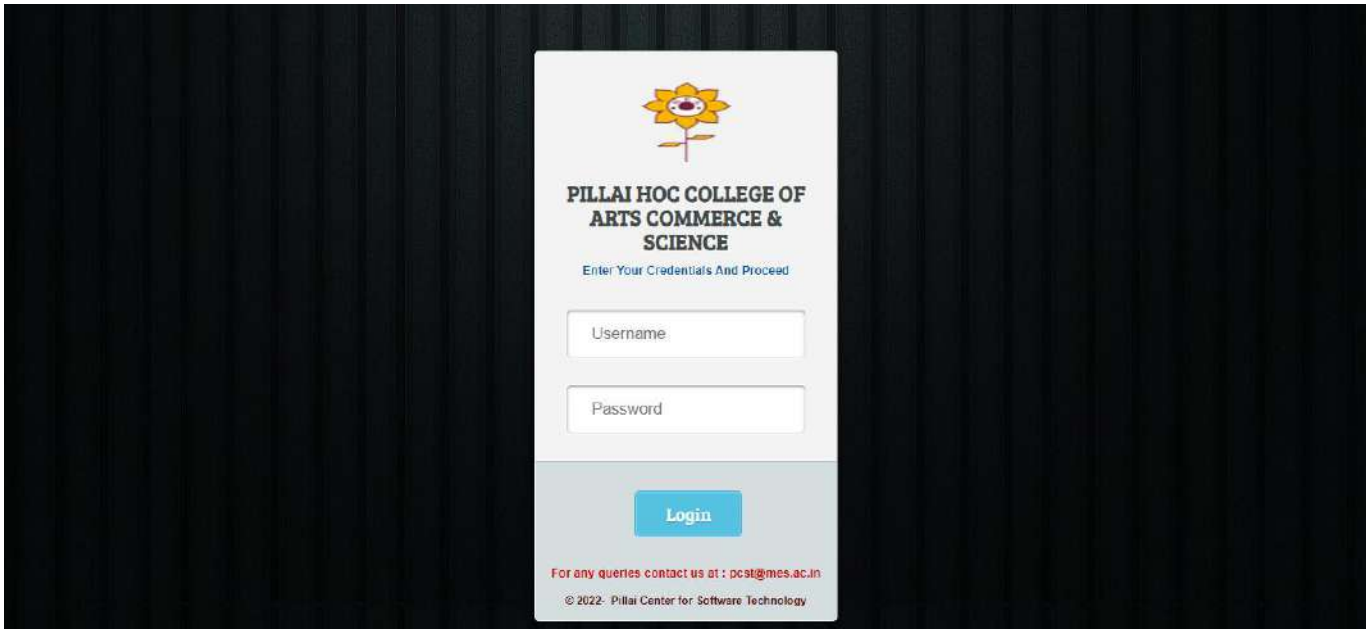
Student Name : SAXENA HARSH KAMAL

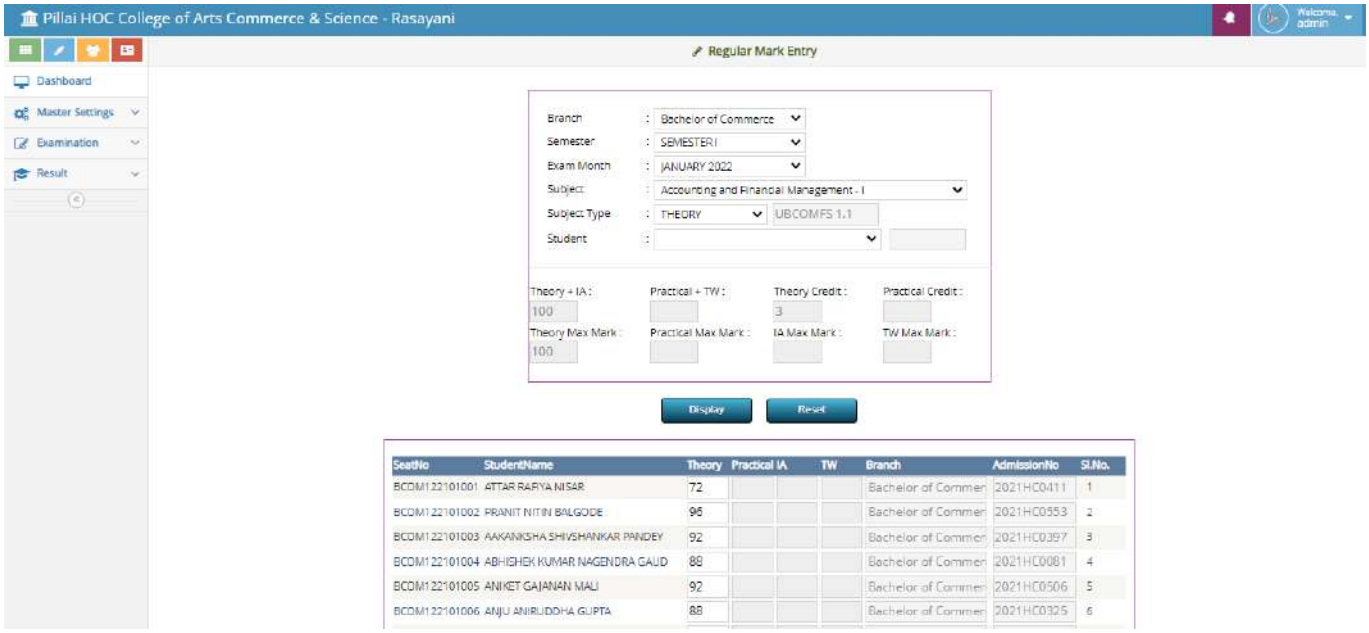
AdmissionNo : 2020HC0403

SeatNo	Semester	SubjectCode	SubjectName	Theory	Practical	Internal	Remarks	SGPA	Column1
BAMMC032102015	SEMESTER II	BAMMCW-203	Content Writing	71-O	-	19-A+	SUCCESSFUL	10	APRIL 2021 (REGULAR)
		BAMMEC-201	Effective communication –II	71-O	-	19-A+			
		BAMMFC-202	Foundation Course II	74-O	-	17-A			
		BAMMID-204	Introduction to Advertising	71-O	-	18-A+			
		BAMMIJ-205	Introduction to Journalism	74-O	-	19-A+			
		BAMMMGC-206	Media, Gender & Culture	74-O	-	15-A			

PHCASC EXAM Software

PHCASC Exam Software is used for the Scheduling of Exams and Result Generation.





Main Report

PROGRAMME: Bachelor of Commerce			SEMESTER I			Admission Number :2021HC0411			
Barcode (If any)	PRN/Reg. No.	Examination Seat No.	Name of the Learner			Month & Year of Examination			
	2021016401284283	BCOM122101001	/ATTAR RAFIYA NISAR			JANUARY 2022			

COURSE CODE	COURSE TITLE	COURSE CREDITS	GRADE			CREDITS EARNED (C)	GRADE POINTS (G)	CxG	SGPI= ∑(CG)/∑(C)
			TH/PR	IA	OVERALL				
UBCOMFS 1.1	ACCOUNTING AND FINANCIAL MANAGEMENT - I	3	A+		A+	3	9	27	9.1
UBCOMFS 1.2	COMMERCE - I (BUSINESS DEVELOPMENT)	3	O		O	3	10	30	
UBCOMFS 1.3	BUSINESS ECONOMICS - I	3	C		C	3	5	15	
UBCOMFS 1.4	BUSINESS COMMUNICATION - I	3	O		O	3	10	30	
UBCOMFS 1.5	ENVIRONMENTAL STUDIES - I	3	O		O	3	10	30	
UBCOMFS 1.6	MATHEMATICAL AND STATISTICAL TECHNIQUES - I	3	O		O	3	10	30	
UBCOMFS 1.7	FOUNDATION COURSE - I	2	O	O	O	2	10	20	
TOTAL		20				20		182	

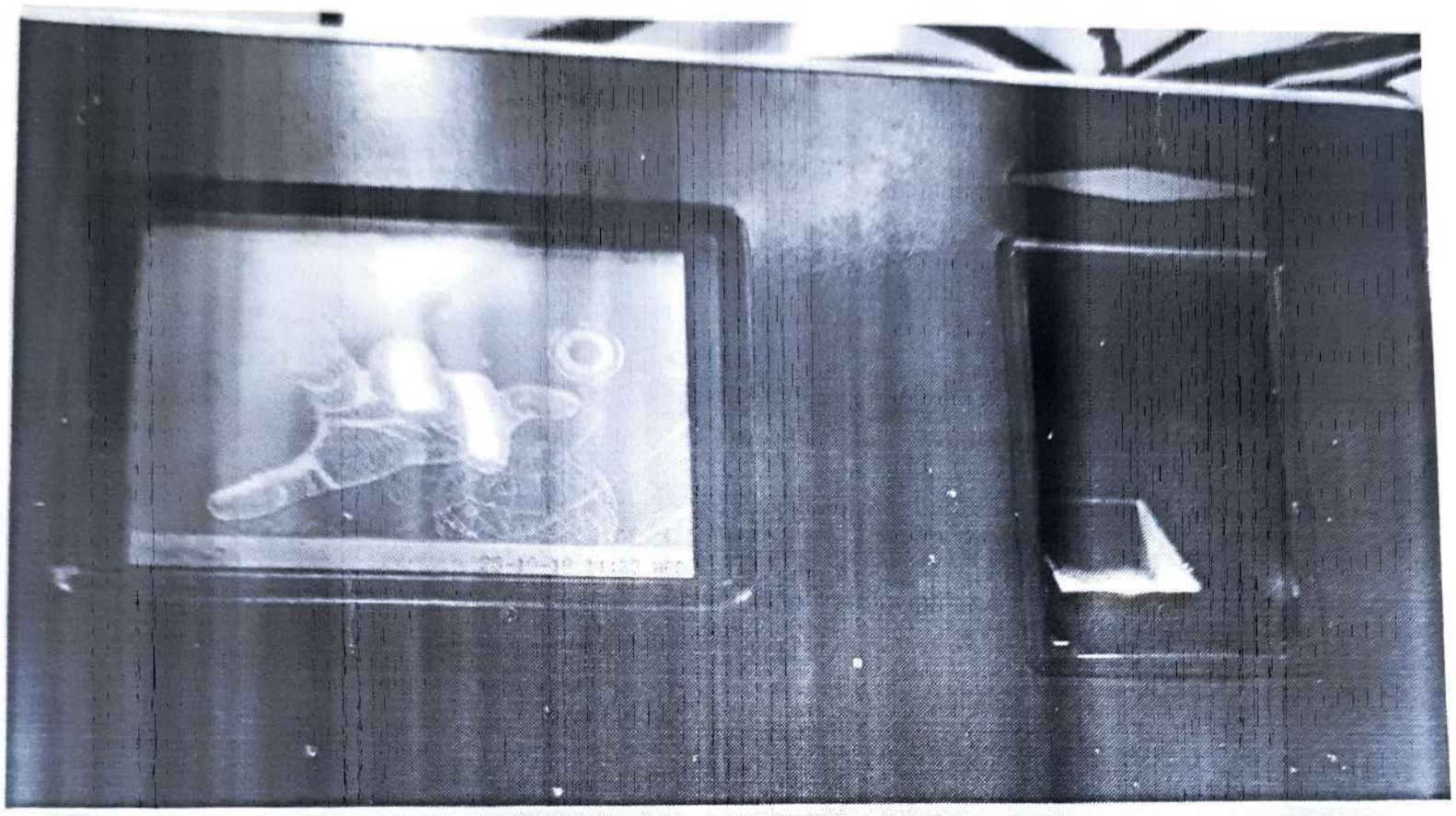
REMARKS : SUCCESSFUL Credits Earned = 20 SGPI : 9.1 -- Overall Grade :- A+

Sem I : Credits Earned = 20 SGPI : 9.1

Place : Rasayani

Date : 31-01-2022 Checked by Chairperson, Exam. Comm. Seal of the College PRINCIPAL

eSSL
1
2
3
ESC
4
5
6
F1
7
8
9
MENU
0



eSSL

Security at Fingertips

1 2 3 ESC

4 5 6 F1

7 8 9

0 MENU N/A

OK

PRINCIPAL
Mahatma Education Society's
Pillai HOC College of
Arts, Science & Commerce
Pillai HOC Educational Campus
Rasayani, Taluka Khalapur
Dist. Raigad Pin. 410 207

Mahatma Education Society's
College Code: 870
PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE
Pillai HOCL Educational Campus, HOC Colony, Rasayani, Via. Panvel, Dist. Raigad. Pin 410207
Tel: 02192 - 669000 / 01 / 02 / 03 / 04 / 05 / 06 / 07 / 08 / 09 Website : www.phcasc.ac.in Email : phcasc@mes.ac.in
(NAAC Accredited 'A+' Grade , CGPA – 3.26 in Cycle 2 & ISO 9001:2015 Certified)
Affiliated to the University of Mumbai, Approved by Government of Maharashtra

June 11, 2024

ANNUAL E GOVERNANCE REPORT 2023-24

The Policy of E Governance has been drafted by the IQAC for the effective functioning and development of administrative and academic activities of the college.

Implementation of e-governance in areas of operation:

E-governance is being implemented at Pillai HOC College of Arts, Science, and Commerce in Rasayani with the aim of streamlining processes and making the best use of the available resources. E-governance is anticipated to improve the workflow in the college through computerized operations and make correct data and information accessible to users. As a result, there will be less paperwork, less time spent moving documents and files during official business, and more effective use of human resources. In the 2023-24 financial year, E Governance was implemented in our college in the areas of Finance and Accounts, Student Portal & Administration, Library, and Examination Management.

1. Planning and Development

- Website: The website acts as an information center which reflects about the college, all its activities, important notices, programmes offered, etc.
- Separate team appointed for the administration of the college website.
- The team will look after the process of updating, maintaining and working of the website on a regular basis.
- The committee will also look for other changes that are required on the website.
- The college strives to showcase its vibrant self and activeness through its website.
- All the important information goes on the website as and when they are released.
- The vision and mission statement is uploaded on the institutional website.
- Further development strategies, too are uploaded on the website.

2. Administration

- The Principal liaises with Governing Body members as well as the teaching and non-teaching staff through email.

- All important administrative information including notices is regularly published on the website.
- The college is connected through high-speed internet of bandwidth 1000 MBPS.
- Fully automated, wireless office with 24x7 internet facility.
- The salary of the staff members is done through the software.
- Biometric attendance for all staff members based on which monthly reports are generated.
- Administrative Office uses Advanced Excel and File Management System Tools to maintain effective database and also to provide a hassle free, convenient and smooth process, administration of the college to be made paperless.
- Students are able to obtain maximum services in online mode.
- The college will look into opportunities to automate some of its functions related to administration.

3. Finance and Accounts

- The office continues to maintain its account on Tally.
- Latest versions of the software are purchased and used by the college.
- Advanced features help the staff to maintain financial records effectively and efficiently.
- Profit and loss, balance sheets are generated through this software only. All the analysis reports are also generated through Tally.
- The College also uses 'Sensys' to manage Payroll Management System which helps to automatically calculate the salary, generate salary slips, disperse the salary to the bank accounts. TDS, Provident Fund, Allowances, etc all are managed by this system.
- Reports can be generated for all staff members.
- Payments are generally made and received through online mode such as NEFT, RTGS, Bank Transfers, etc.
- The salaries of employees including examination remunerations are paid online through NEFT/RTGS and rarely by cheques.
- The payment of scholarships and all purchasing transactions are executed necessarily cashless to maintain transparency and financial accountability in the system.
- Online payment of examination and admission fees
- Pay bill preparation & management of various scholarship schemes
- The specific advantage that we may gain from the automation process is that we could keep track of the fees that we collect from students on a daily and monthly basis for reconciliation and accounting.
- This has aided us in developing more precise cash flow management and forecasting systems for the college's financial management

4. Student Admission and Support

Student Admission:

- An open and transparent strategy for the admission process is followed which is further strengthened by the ethical practices and regulations as opined by the University of Mumbai.
- The college brings out its brochure which is displayed on the website that has guidelines for the admission process.
- An Admission Portal to be used to manage the admissions in the college.
- Number of students applying to each course, withdrawals, fee submission, all is managed through this portal.
- Students are required to submit a separate Online Application Form for taking admission to the college and for this purpose online software EDURIGHT to be used by the Administrative Department.
- On the college website, the institute has an Online Admission Enquiry Form, wherein students can register their enquiries for admission.
- The admissions tab on the website also has admissions eligibility, procedure, rules and brochure of the institution.

Students' Portal

- The college has a Students' Portal which can only be accessed by students' MES ID.
- In this portal, students can pay fees, check results, apply for ATKT examination etc.
- Online admission includes the followings as such disclosure of admission rules/schedule on the portal.
- Payment of fees & other admission formalities.
- Management of different scholarship schemes for students.
- Disclosure of students-centric information/data/materials on web-site.
- Above digital functions are realised online through the internet with support of ICT based infrastructure available in the college.

Alumni:

- The college has registered Alumni Association to maintain constant interaction with alumni.
- In order to strengthen our alumni relationships, a separate alumni page is created on the website providing facilities like details of Alumni Meet, Alumni Report and Alumni Events.

- Alumni association is consulted for regular updates and database management.

4. ICT TOOLS

- Hardware Infrastructure.
- The college ensures that it has adequate number of desktops and laptops for students and staff.
- Computers and printers are made available in the administrative block.
- Projectors and other multimedia devices are provided in the auditorium.
- The infrastructure to be complemented by computer networking devices, scanners and interactive teaching board/smart board etc.
- Software Infrastructure.
- The college maintains adequate configuration servers to allow fast transmission of data to the various computers.
- Office automation packages for desktops and laptops like Open Office, MS Office and Antivirus are purchased and updated regularly.
- ICT enabled classrooms

5. Examination

- The college uploads semester and examination timetables and internals and practical examination timetables in the website.
- The college has adopted an online system where students access their results, can view their marks at the end of each semester and can report discrepancies, if any.
- Examination Cell uses in house developed 'exam marks entry software' and 'Form Presenter' for proctoring the exam.

6. Library:

- The college has a well-stocked well equipped library.
- College adds more and more e-learning resources for the benefit of the teachers and the students.
- The college has Digital foot fall record maintain system introduced in the library.
- The Library has KOHA- ILMS, Library Space-Institutional Repository, N list-National Library & Information Services Infrastructure and J-Gate for Scholarly Content database -which provides access to e-resources to students, researchers & faculty of college.
- To encourage original writing among students and teachers, the library has TURNTIN software for plagiarism check.

ERP system used in institutes at various levels is as follows,

1. Administration: Eduright software: Software used for record of student information, attendance, billing and fees update.
   http://192.168.20.4:82/Eduright/Login.aspx

2. Finance and accounts: Tally ERP 9 and 'Sensys' Easy pay enterprise.
   Tally ERP 9 is accounting software that has been used to record several financial transactions and events. **Sensys Easy PAY** a complete Payroll Management Software for employee Management, salary Management, leave Management, loan & advance management, PF etc.

3. Students' admission and support: Student portal: Student portal is a portal for student where they can access their Results, Exam Forms and also they can pay their fees online.
   https://phcascstudentportal.mes.ac.in/

4. Examination: Software used to done mark entry and result preparation.
   http://203.115.126.42/phcascexam/MarkEntry.aspx

WEBSITE LINK

https://phcasc.ac.in/

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Mahatma Education Society's
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Arts, Science & Commerce
Pillai HOC Educational Campus
Rasayani, Taluka Khalapur
Dist. Raigad, Pin- 410 207

Tax Print

Tax Print
177, Perin Nariman Street, Bazaar Gate Street, Near VT Station, Fort,
Maharashtra India - 400001
Email :
Website : www.taxprint.com
Phone No : 8448444603, 022-43470909 Fax :

PAN: AAAFT1278K GSTIN: 27AAAFT1278K1ZY Location: Taxprint

Proforma Invoice

Invoice No.	: PI/432	Place of Supply	: Maharashtra (27)
Invoice Date	: 02/03/2024	Reverse Charge	: No
Ref No.	:	Supply Type	: Intra-State
Transport Mode	:	Vehicle No	:

Details of Receiver (Billed to)		Details of Consignee (Shipped to)	
Name	: MAHATMA EDUCATION SOCIETY	Name	: MAHATMA EDUCATION SOCIETY
Address	: HOCL EDUCATIONAL CAMPUS, HOC COLONY RASAYANI VIA. PANVEL, DIST. RAIGAD, TALUKA -KHALAPURDIST RAIGARD MUMBAI - 410207	Address	: HOCL EDUCATIONAL CAMPUS, HOC COLONY RASAYANI VIA. PANVEL, DIST. RAIGAD, TALUKA - KHALAPURDIST RAIGARD MUMBAI - 410207
GSTIN	: 27AAATM5536H1ZI [Maharashtra (27)]	GSTIN	: 27AAATM5536H1ZI [Maharashtra (27)]
Contact Person	: MISS SHEENA (9869022274)	Contact Person	: MISS SHEENA (9869022274)

Sr. No	Description of Goods (HSN/SAC)	Qty. (UOM)	Rate (per item)	Total	Other Charges	Taxable value	CGST Amt	SGST Amt	IGST Amt	Cess Amt
1	Sensys EasyPay (997331) (For the Period of 01/04/2024 to 31/03/2025)	1 (NOS)	12,079	12,079	0	12,079	1,087.11 (9%)	1,087.11 (9%)	0	0
Total :		1		12,079	0	12,079	1,087.11	1,087.11	0	0

Other Charges Details	Amount

Total Amount Before Tax	:	12,079
Other Charges	:	0.00
Add - CGST	:	1,087.11
Add - SGST	:	1,087.11
Add - IGST	:	0
Add - GSTCESS	:	0
Tax Amount : GST	:	2,174.22
Total Amount After Tax	:	14,253.22
GST Payable on Reverse Charge	:	0.00
Rounding Off	:	-0.22
Total Payable	:	14,253.00

Bank Details
Name: UNION BANK OF INDIA A/C No: 315701010030035
IFSC Code: UBIN0531570

Total Invoice Amount in Words
Fourteen Thousand Two Hundred and Fifty Three Only.

Terms and Conditions
Any changes required should be brought to our notice within 8 days from date of this invoice.

Certified that the particulars given above are correct.
For, Tax Print

Authorised Signatory

PILLAI HOC COLLEGE OF ARTS, SCIENCE AND COMMERCE * RASAYANI *

Principal
Mahatma Education Society's
Pillai's HOC College of Arts,
Science and Commerce
HOC Educational Campus,
Rasayani, Tal. Khalapur,
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