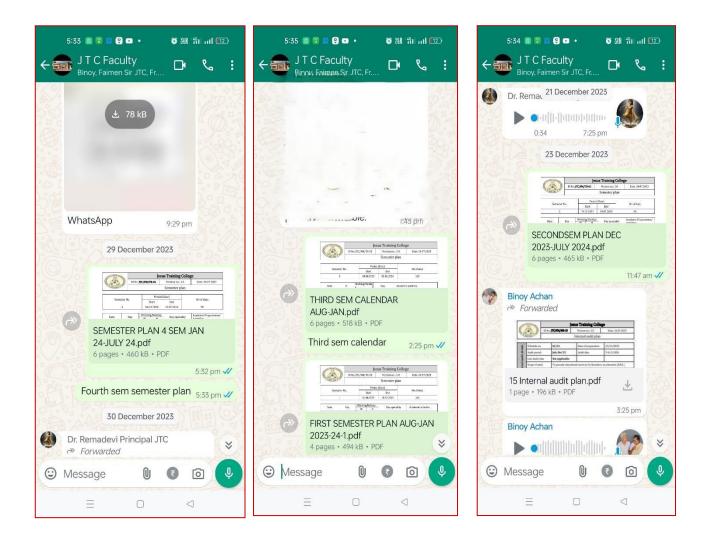


JESUS TRAINING COLLEGE, MALA

(DIOCESE OF IRINJALAKUDA) An ISO Certified Institution (ISO 9001: 2015) Affiliated to the University of Calicut & approved by NCTE P.O. Mala, Thrissur - 680732

PH : 0480 2891 245 Mob : 9539673550 Principal : 0480 2 897 677 Email:jtcmala@rediffmail.com www.jesustrainingcollege.in

SCREEN SHOTS RELATED TO THE MODULE PLANNING AND DEVELOPMENT

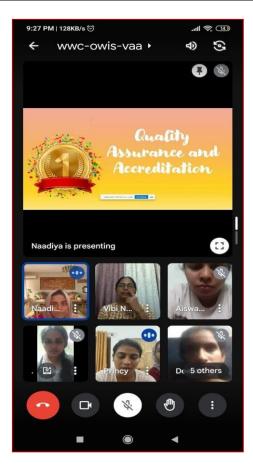


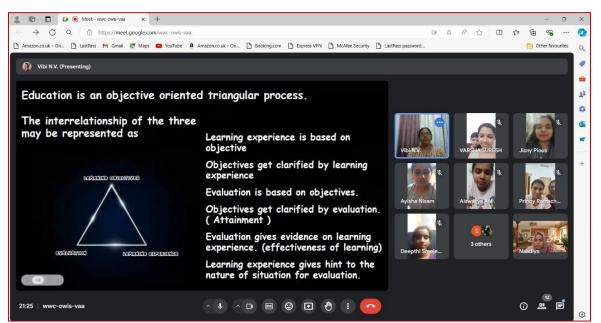
Screen shots from Official faculty Group



PRINCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE PLANNING AND DEVELOPMENT



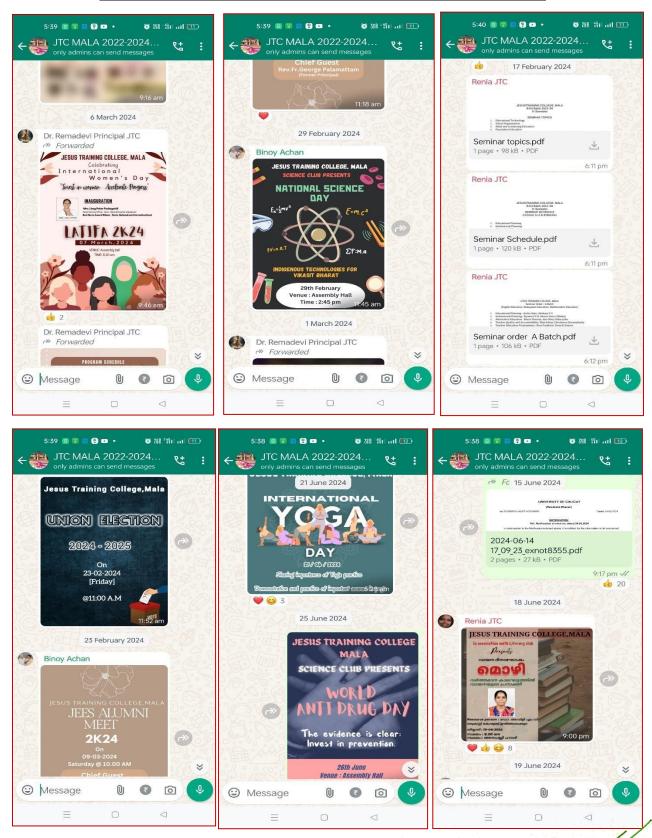


Screen shots of online classes



PRIN:CIPAL Jesus Training College, Mala

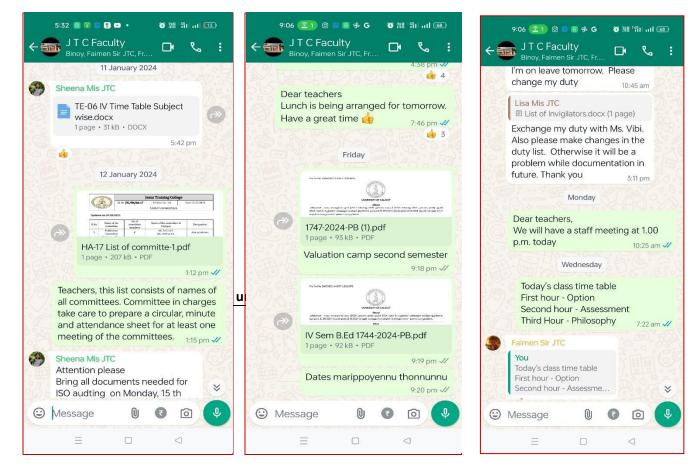
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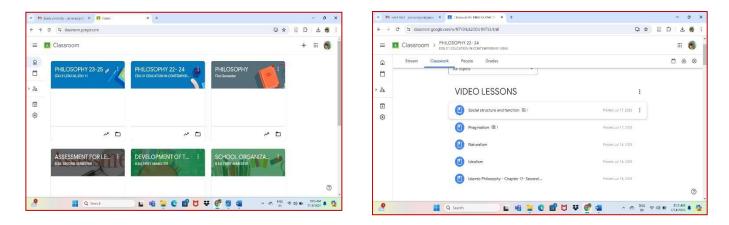


PRII:CIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE ADMINISTRATION



Communication among Principal and Staff

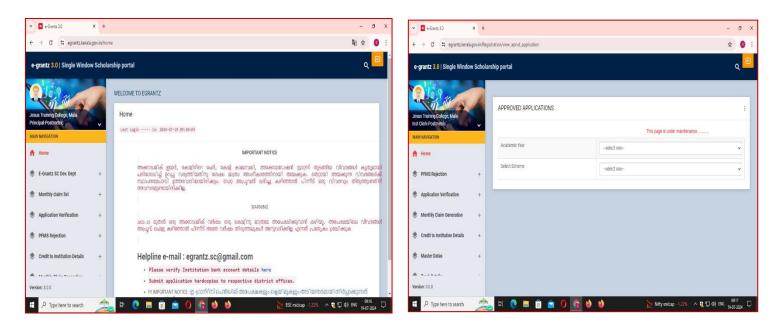


Effective Use of LMS – Google Class Room

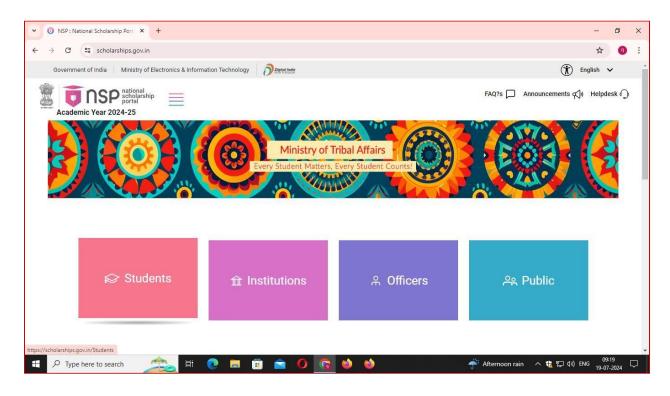


PRINCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE FINANCE AND ACCOUNTS



e-Grants Single Window Scholarship Portal



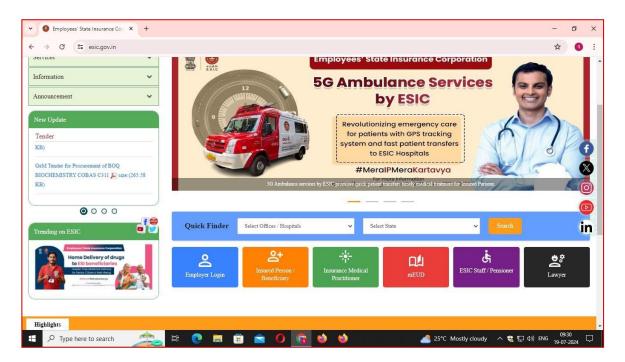
National Scholarship Portal

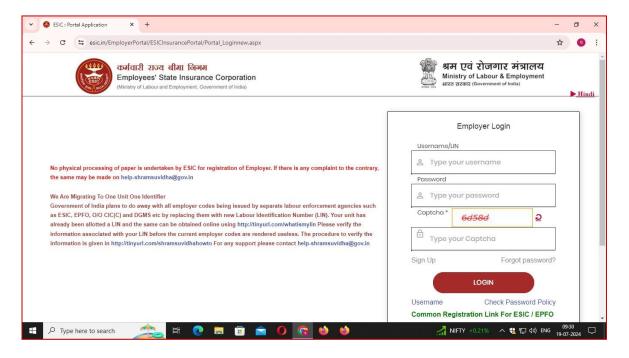


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Jesus Training College, Mala

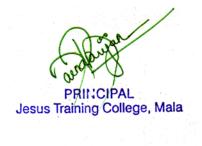
SCREEN SHOTS RELATED TO THE MODULE FINANCE AND ACCOUNTS





Employees' State Insurance Corporation Portal





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SCREEN SHOTS RELATED TO THE MODULE ADMINISTRATION

Communication with University

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Communication with KSHEC



PRINCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE STUDENT ADMISSION AND SUPPORT

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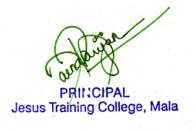
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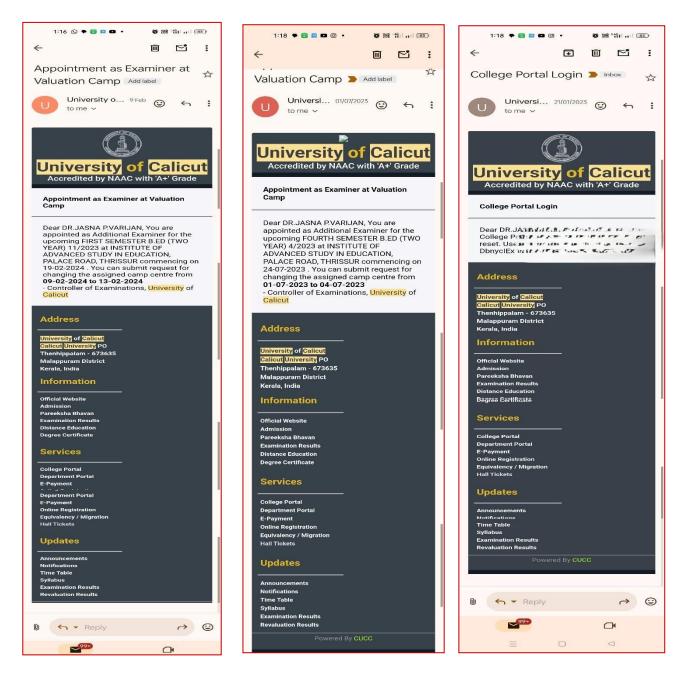
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SCREEN SHOTS RELATED TO THE MODULE EXAMINATION SYSTEM

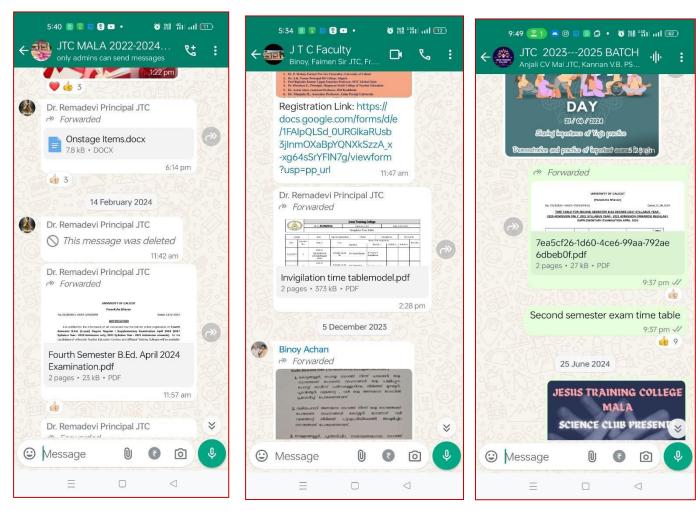


Communication from University Regarding appointment as Additional Examiner

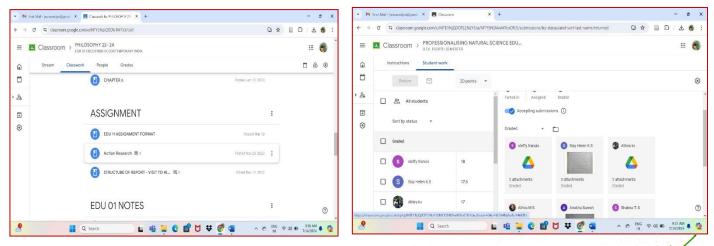


02 PRINCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE EXAMINATION SYSTEM



Communication with Students and Faculty Regarding Exam



Online Assignments Through LMS



PRILCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE EXAMINATION SYSTEM

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University Examination Portal

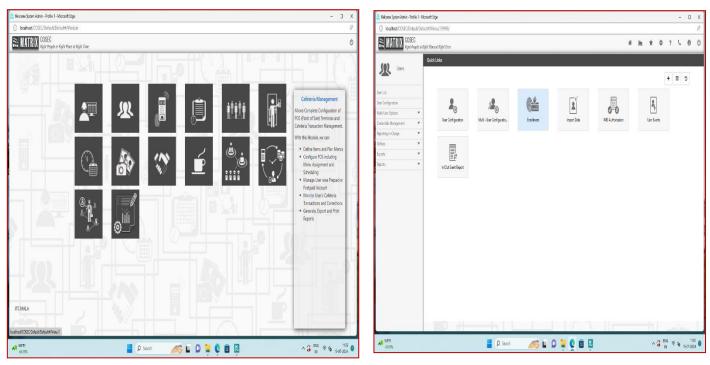
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PRINCIPAL Jesus Training College, Mala

SCREEN SHOTS RELATED TO THE MODULE BIOMETRIC ATTENDANCE SYSTEM



Matrix COSEC Window For Digital Attendance

SCREEN SHOTS RELATED TO THE MODULE BIOMETRIC ATTENDANCE OF STAFF

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REPORT OF ANNUAL E-GOVERNANCE 2023-2024

To enrich the procedures of governance, the institution always adopts new technologies and latest practices of governance. We are in a way forward to implement a paperless system. Even so its obligatory to keep the procedures and documentation proper. E-Governance is a constructive pathway to eliminate all these concerns and apprehensions. The E-Governance strategies followed by the institution to make it more productive and systematic are given below.

Planning and Development

The decentralization and participative management are evident in Planning of Academic and nonacademic activities every year. The participation of all statutory and non-statutory bodies, students, Parents, Staff, Governing Body and other stake holders are ensured in the planning process. This may be possible only through E-governance. We are implementing E-Governance in all possible ways. The strategies that are common in planning and development are as follows

- Submitting requests and permissions from higher authorities
- Submitting policies, plans and its review to higher authorities and stake holders
- Online meetings through Video conferencing
- Preparation, filing and sharing of semester plan, lesson plan, lesson plan monitoring and lesson notes
- Online Tools for Data Collection and feedback
- Learning Materials are provided online through LMS
- Notices and Minutes of Committees are conveyed online
- Centralized Communication system through official What's App groups
- Academic Calendar is being shared online
- Online tools are used for Presentation and Documentation

Administration

The E-Governance strategies implemented to make the administrative process effectual is as follows

- Effective use of Learning Management system
- Intercom for correspondence between Office, Principal, library and Executive Director
- Correspondence between faculty, Principal and Office
- Correspondence between Institution, UGC, NCRT, University and Other colleges
- Management of Attendance of Students
- Management of Attendance of Staff





Finance and Accounts

The E-Governance in Finance and accounting of the institution is somewhat not up to the mark. We are impending the automation of Finance and accounts soon in order to make the process unambiguous.

- E-Grants and Scholarship for students
- Salary Transfer of Teaching staff
- Salary Transfer of Non-Teaching staff
- ESI for Non-Teaching Staff
- Maintenance of Welfare fund of staff
- Maintenance of Contributory Welfare fund for Staff form present Academic year

Student Admission and Support

The E-Governance in Student Admission and support are given below

- Prospectus, Details of seats provided and the division of seats are available on website
- The curriculum of the programme and courses offered by the institution, is published on the website
- Publishing admission notification on website
- Provision for submitting grievances on Website

Examination System

The affiliated University implemented E-governance in the examination system, including the process of valuation. The details of strategies institution follow corresponding to the e-governance of university is given below

- Online Exam notification and time table
- Question paper for each exam is provided online from the university
- Communication regarding appointment as Examiners are online
- The institution follows Barcode-Based Examination system
- The institution follows Barcode-Based Valuation system
- The institution allows online payment of examination fee
- A training Programme on Barcode-Based Valuation was conducted
- A training Programme on Barcode-Based Examination was conducted
- Assignment submission through LMS
- Correspondence of Invigilation duty for model and internal examinations
- Internal marks are communicated online



PRIL:CIPAL Jesus Training College, Mala

Biometric/Digital Attendance for Staff

The institution has been following the digital attendance system to digitalize the management of attendance. But during the pandemic, Covid 19, the system was suspended based on the regulations and restrictions of state government. The practice of Biometric attendance restarted in 2022-2023. Sufficient number of Biometric punching machines are provided convenient places for staff and students to ensure constancy.

Biometric/Digital Attendance for Students

The institution has been following the digital attendance system to digitalize the management of attendance. But during the pandemic, Covid 19, the system was suspended based on the regulations and restrictions of state government. The practice of Biometric attendance restarted in 2022-2023.



PRINCIPAL Jesus Training College, Mala



GEO-TAGGED PHOTOGRAPH



Biometric Attendance Device



PRINCIPAL Jesus Training College, Mala