

10 YEARS  
OF UNIVERSITY  
RECOGNITION  
20 YEARS OF  
ACADEMIC  
EXCELLENCE



REVA  
UNIVERSITY

Bengaluru, India

# IMPLEMENTATION OF E-GOVERNANCE - STUDENT ADMISSION AND SUPPORT

## **E-GOVERNANCE – STUDENT ADMISSION AND SUPPORT**

E-governance in the field of education provides deeper visibility to governing bodies at the University and also at the student level. In fact E-governance in the field of education has changed the way administration and good governance is at Universities. As a University, REVA has many and various requirements that include management of processes such as registration, admission, student information, classes, time table, transport, attendance, library, salary and expenses, examination, performance, hostels, security and other report generation.

REVA as a University has been making headways in E-Governance and monitoring and support to all stakeholders has been prime. The University has achieved a lot of accolades for providing E-governance and support in:

1. Student-teacher engagement
2. Online admission
3. Student registration
4. Marketing and trend analysis
5. Class schedules
6. Time Table
7. Notifications
8. SMS and other notifications to parents
9. Migration and Transfer
10. ABC
11. NAD
12. Hostels
13. Logistics and support
14. Fee payment
15. MIS

Admission support and quick reverts to student admission is as seen in Pardot and SLCM.

### **6.2.3 : Implementation of e-governance in the areas of operations:**

(Student Admission and Support)

REVA University is moving at an exemplary pace to become a model institution and trendsetter in the area of Teacher Education and allied fields. In order to realize its vision and achieve excellence in administration and academics parallel e governance is being implemented. REVA University being a young University has recognised the importance of e governance in efficient, transparent and eco-friendly administration. At present REVA University is implementing governance in the area of finance and accounts, student admission and support and examination. The governance for administration is in the process of planning. REVA University has a dedicated IT Branch which looks after and coordinates all the IT needs of the University. The IT requirements of an academic or administrative branch are put forth to the IT branch. The approval process is completed by the IT branch and after requisite permissions and approval IT Branch in coherence with related branches requiring IT support completes the process of buying and implementation of IT services.

Scope of E Governance Policy of IITE includes governance in the areas of admission, registration, examination, teaching and learning, affiliation and recognition, human resource management, library, estate resources, IT resources and management, accounts, sports and youth welfare and training and placements.

- ❖ **Planning and development:** To use ICT in the process of planning University events and activities, University uses official emails. Important notices and communications are also circulated via software enabled student groups.



  
Registrar  
REVA University  
Bengaluru - 560 064

The screenshot shows a Salesforce group page for '2nd Sem Engineering (2022)'. The page is titled '2nd Sem Engineering (2022)' and is set to 'PRIVATE BROADCAST ONLY'. The owner is 'Pradeep N'. The group has 1884 members. The page includes a 'Group Details' section with fields for Description, Information, Group Email, Owner, and Member Count. There is also a 'Manage Members' section with a search bar. The page is viewed by 'Pradeep N' on 4/21/2023 at 1:29 PM.

The screenshot shows an email from 'Pradeep N' (2m ago) to 'Dear Student'. The email content includes:
 

- Greetings from REVA University!
- This is to inform you that II semester engineering programs classes are commencing on 24.04.2023, please make sure to maintain 75 % of attendance to generate hall tickets for the examinations. Please login to your SLCM Student 360 portal provided by REVA University and powered by Salesforce to get all the information about your academics like the timetable, attendance, fee payments, Mentor details, academic schedules, and support requests, go through the manual attached to this email to get assistance.
- Warm regards,
- The Registrar, REVA University.

 The email includes a PDF attachment titled 'Student 360 Manual'. The email is viewed by 'Pradeep N' on 4/21/2023 at 1:30 PM.



- ❖ E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and

time effective. To facilitate the same, college is using the software with Student, Examination, Finance & Account, Employee, Library Modules.

❖ **Administration:**

To achieve the target of Paperless IQAC, committee members of it started using Google facilities like

- Google Sheet - For data collection from Various Departments.
- Google Docs - To prepare notices and activity reports.
- Google Forms - To prepare Feedback forms and get Online feedbacks of Students, Parents.
- Google Drives - To keep all department wise proofs.

**The screenshots showing the Google forms prepared for capturing the student information through mail.**

The screenshot shows a Google Form with the following sections:

- Title:** Student's information for National Academic Depository (NAD) / SSP
- Form description:** Form description
- Field 1:** Student Registration Number (SRN - if applicable)  
Short answer text
- Field 2:** Application number  
Short answer text
- Field 3:** Name as per 10th Marks Card \*



Name as per 10th Marks Card *
Short answer text
Gender *
1. Male
2. Female
10th Registration / Roll Number *
Short answer text
Name of the 10th Examination Board *

- The college has Biometric attendance for teaching and non-teaching staff.
- The college campus is equipped with HikVision's 40 CCTV Cameras installed at various places of need.
- ICT has been introduced in Academic and Administrative work.
- University Faculty/ staff use software enabled application in their smartphone for communication with the students.
- WhatsApp Group helps to provide the brief notices of any event to be happened on college also for awareness and of smooth functioning of the same.

❖ **Finance and Accounts:**

With the aim to produce immediate information in finance and Accounts, the college uses the software, Tally ERP, SAP for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book, General Day Book, Daily Cash Collection report.

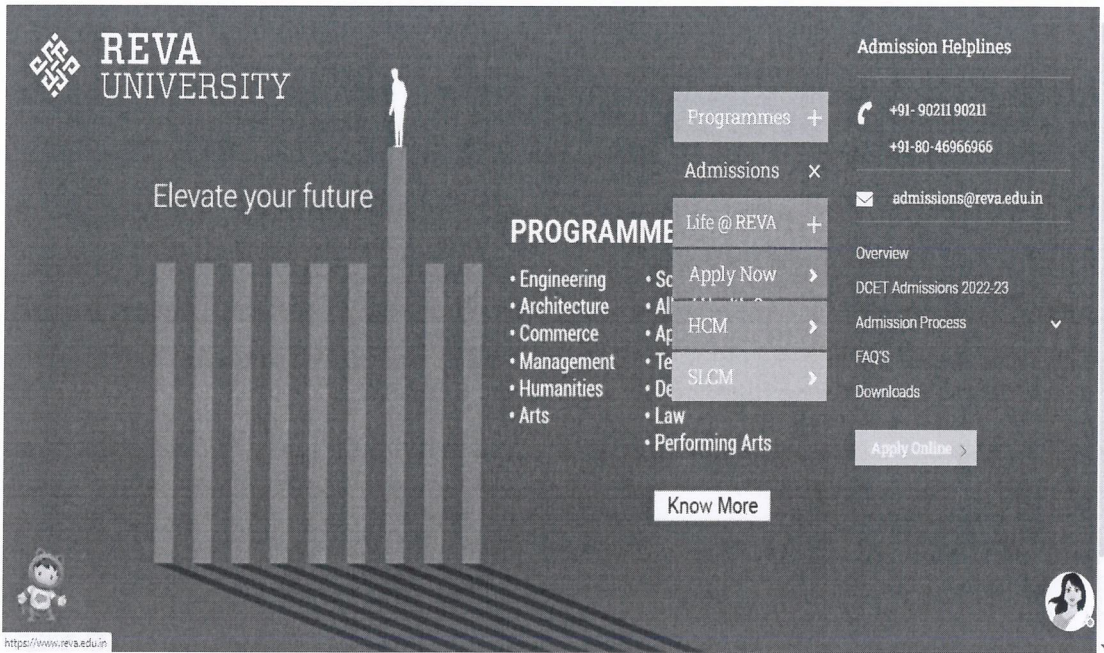
❖ **Student Admission and Support:**

Student admissions are implemented through online. The software is developed so as to fulfill the need of Student admission and Support. Software is used for online admission process via link provided to college website <https://www.reva.edu.in/new-admissions/>.



As the admission process is online, admission forms are filled online by the students after primary registration. Students submit printouts and required documents to the respective counsellors. The software is also used for student support like issuing Transfer Certificate, Bonafide certificates. Admission Forms Issue of ID Cards, Library cards through the University software.

**Screenshots of the online admission process enabled through University website.**



Take the right step towards success!

**Applications Invited**

Admissions Open 2023

**APPLY NOW**

**Screenshots showing the attendance details of the student and support requests raised from the student portal.**

HOME MY 360

Search

AASHRAY CHANDRASHEKHAR

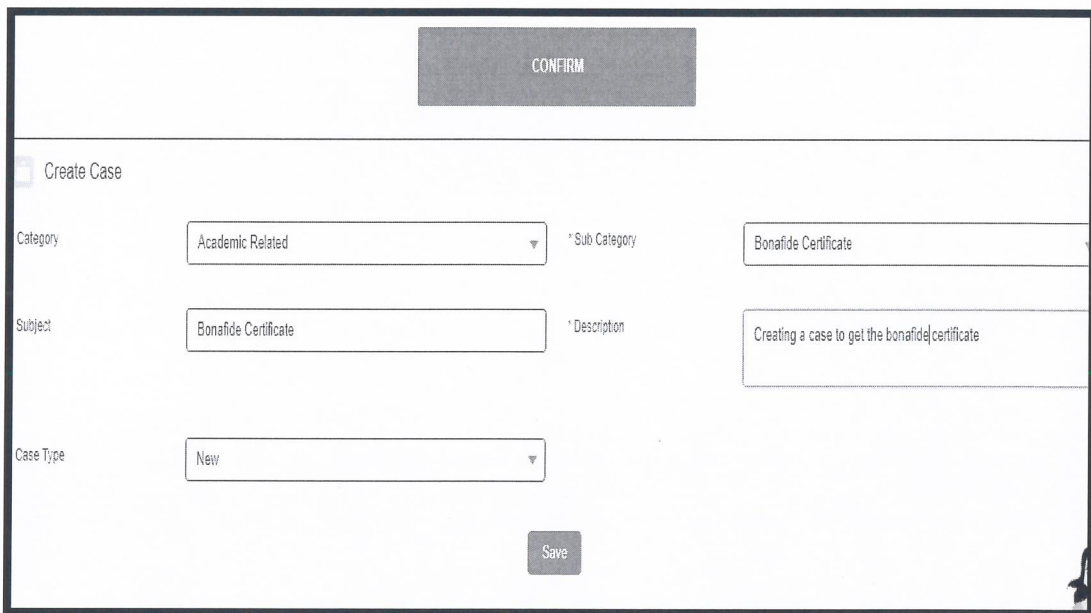
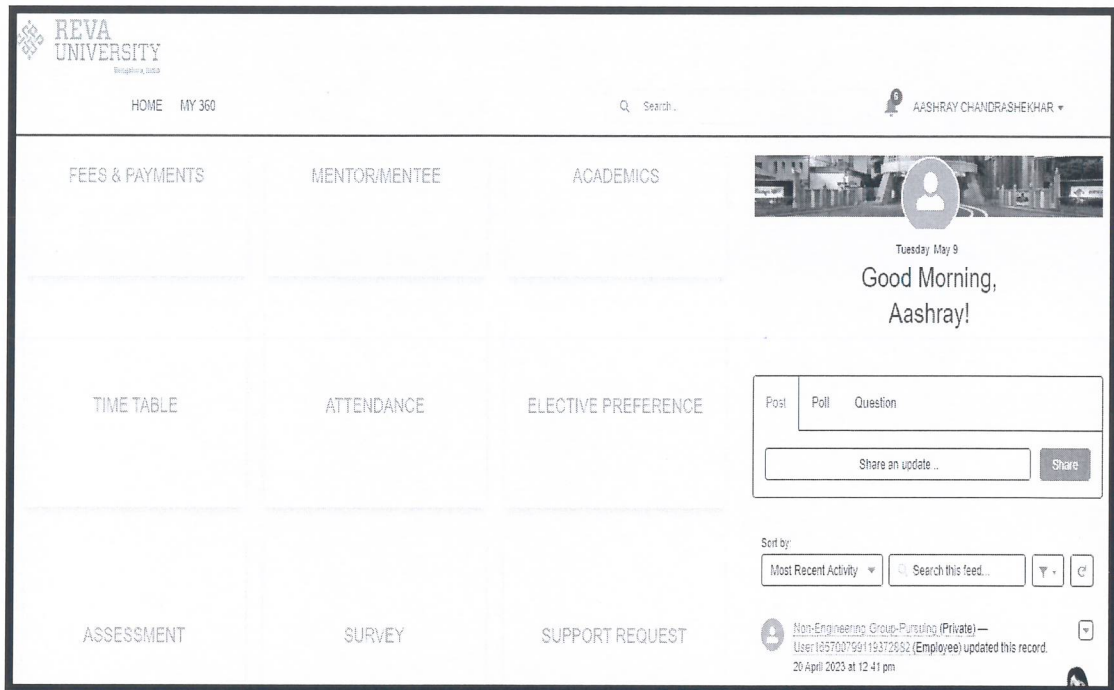
**Bachelor of Arts in Journalism, English and Psychology-(2021-2024)**

Semester : 4 Section: A

Course Code	Category	Subject	Batch/Group	Professor	Total Classes Completed	Total Classes Attended	Attendance Percentage
B21AA0405	Hardcore Course	Psychology Practical – IV		Asha Mathew	25	21	84%
B21AA0404	Hardcore Course	Psychology - IV (Child Development)		Anand S	41	31	75.61%
B21AA0403	Hardcore Course	American Literature		Ramesha P.M	1	1	100%
B21JN0402	Hardcore Course	Journalism Practical - IV		Samprathi A.V	8	6	75%
B21JN0401	Hardcore Course	Fundamentals of Media Research		Sudeshna Das	45	33	73.33%
B21JNS412	Professional Elective	Interdisciplinary Elective 8 – Cyber Media Practices	Group A	Tamasa Ghosh	33	22	66.67%
B21AHA401	Professional Elective	Language II: Additional English-IV	Group A	Abhisarika Prajapati	37	30	81.08%
				Total	190	144	75.79%







### ❖ Examination:

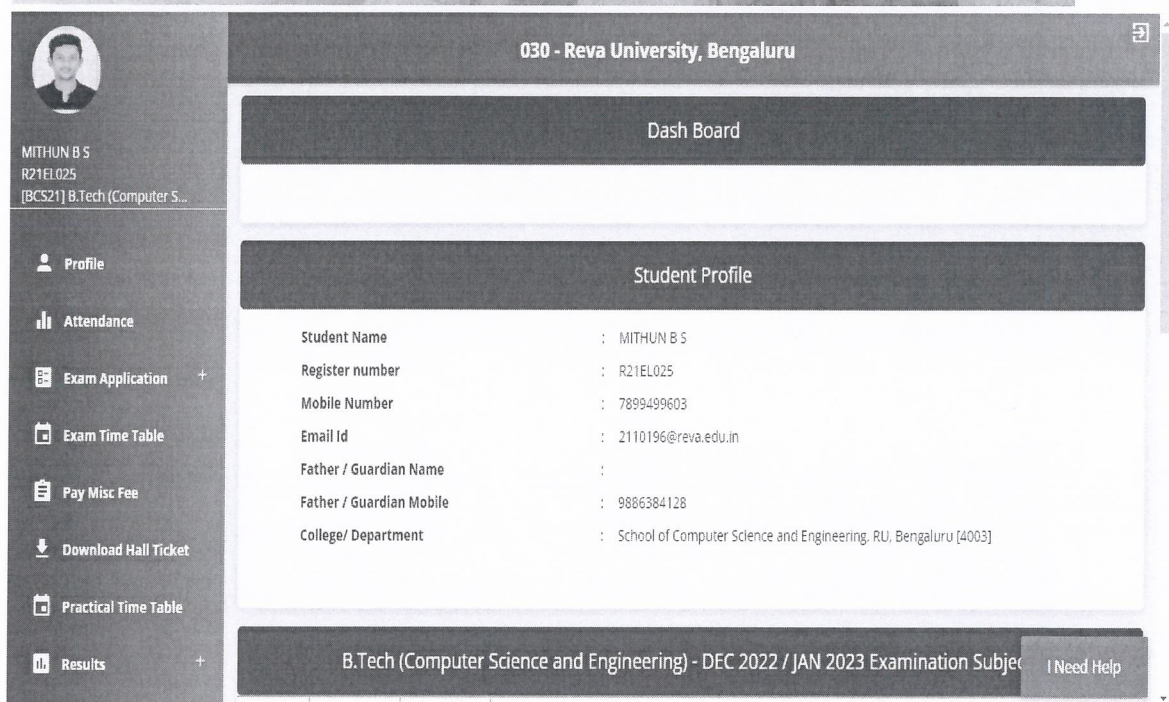
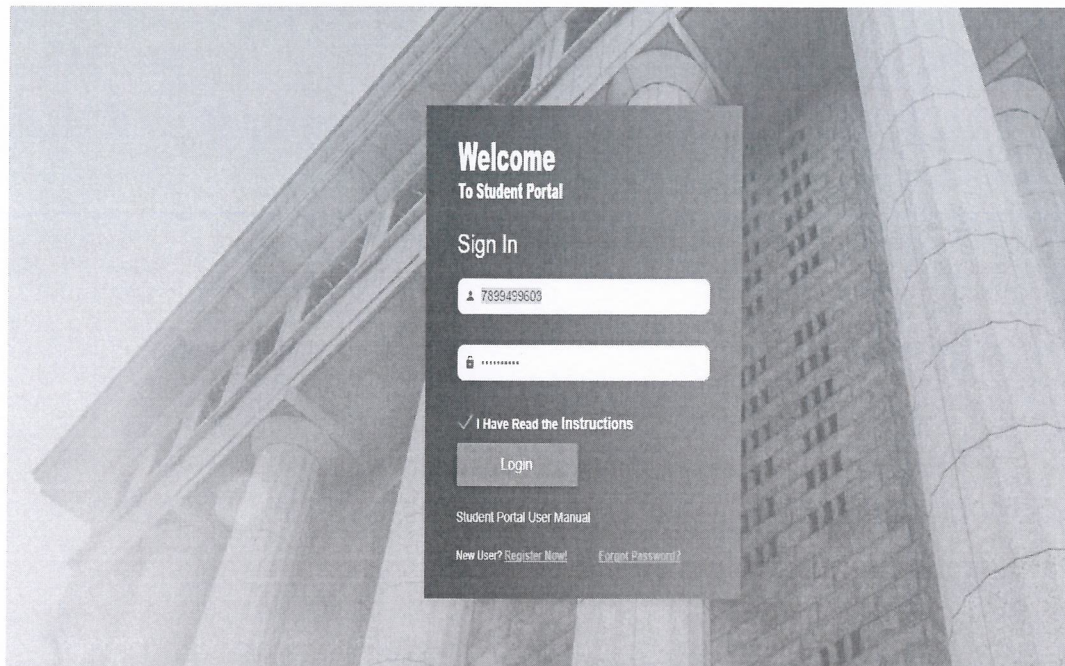
To achieve Paperless communication between Exam and other departments Examination section uses Exam cloud, Logisys and the student portal.

Using Logisys and Exam cloud software, generate various reports like

- To generate seat Numbers, Hall-Ticket, semester end examination results
- To generate class wise roll call list for all classes, student fees Records.
- Print the exam seat number wise List.
- Seating Arrangement for University Exams.



Screenshots showing the Student examination portal access and viewing the contact details and results.



  
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**030 - Reva University, Bengaluru**

Second Semester B.Tech (Electrical and Computer Engineering) JUNE / JULY 2022 Examination


Reg. No.	: R21EL025	Student Name	: MITHUN B S
Father Name	:	Mother Name	:

**RESULT SHEET**











Sl. No.	Course	Max. Marks	Marks Sec.	No. of Credits	Grade Points	Credit Points	Grade
1	Integral Transforms	100	66	4	7.00	28.00	B+
2	Engineering Physics	100	74	4	8.00	32.00	A
3	Introduction to Data Science	100	64	3	7.00	21.00	B+
4	Electrical Power Generation and Transmission	100	55	3	6.00	18.00	B
5	Electrical and Electronic Measurements	100	62	3	7.00	21.00	B+
6	IoT and Applications	50	42	2	9.00	18.00	A+
7	Entrepreneurship	50	33	1	7.00	7.00	B+
8	Electrical Safety, Earthing & Solar PV System	50	33	1	7.00	7.00	B+

[I Need Help](#)

Passing Criteria :



MITHUN B S  
R21EL025  
[BCS21] B.Tech (Computer S...

-  Attendance
-  Exam Application +
-  Exam Time Table
-  Pay Misc Fee
-  Download Hall Ticket
-  Practical Time Table
-  Results
  -  Results
  -  Apply RVRT
  -  Your Applications

❖ **Employee:**

The screenshots showing the HCM software used in the University for tracking the information with respect to Personal details, Leave Management, Attendance, Talent review etc.,



*Rol*  
**Registrar**  
**REVA UNIVERSITY**  
Yelahanka, Bengaluru - 64

030 - Reva University, Bengaluru

Second Semester B.Tech (Electrical and Computer Engineering) JUNE / JULY 2022 Examination

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7	Entrepreneurship	50	33	1	7.00	7.00	B+
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Passing Criteria :

I Need Help

MITHUN B S  
R21EL025  
[BCS21] B.Tech (Computer S...  
Attendance  
Exam Application  
Exam Time Table  
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← → ↻ 🔒 reva-university-hcm.lightning.force.com/lightning/page/home

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Dashboard **My Dashboard** Open Refresh

⚠ Last refreshed 284 days ago. Refresh this dashboard to see the latest data.  
As of 26-Jul-2022, 10:25 am Viewing as Pradeep N

**My Attendance - This Month**

Attendance St...

Record Count

27

View Report (My Attendance - This Month)

**Average Daily Working Hours**

No data.  
Try refreshing the dashboard.

View Report

**Monthly Working Hours**

No data.  
Try refreshing the dashboard.

View Report

**Holiday Calendar**

**Vaccine Details**

Vaccine Taken  
Covishield

First Dose Taken on  
05/06/2021

Second Dose Taken on  
30/08/2021

Vaccinated

← → ↻ 🔒 reva-university-hcm.lightning.force.com/lightning/n/New\_LEX\_ONB\_Submission

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Employee Details Comp & Benefits **Leave** Attendance Talent Review Recruitment Separation Resource Help Desk

**Application**

Available Leave Balance

CL EL RH  
ML MGL

Apply Leave Apply Compoff

LEAVE REQUESTS  
Raised by me

Comp Off

Pending Approved Rejected Cancelled

From Date ▲	To Date	Session	No. of Days	Cancel Leave	Check Status

Leaves Availed This Year

Leaves

1.0  
0.9  
0.8  
0.7  
0.6

Chatbot





Q Search...



**Employee Details** | [Comp & Benefits](#) | [Leave](#) | [Attendance](#) | [Talent Review](#) | [Recruitment](#) | [Separation](#) | [Resource](#) | [Help Desk](#)

**My Info** | [Family](#) | [Nominees](#) | [Qualifications](#) | **[Previous Employments](#)** | [Credential](#) | [Documents](#) | [Files](#)

**Information**

Employee Number: REVA01803  
Employee Name: Mr Pradeep N  
Department: Department of Administration  
Designation: First Division Assistant

[View Full Info](#)

**Personal Info**

Mobile: 9844333464  
Alternate Mobile: 7406961223  
Personal Email: pradeepn1985@gmail.com  
Marital Status: Married

[View Full Info](#)

**Identity Info**

Aadhaar Number: 422497495883  
PAN: BEAPP1691H  
Passport Number  
Passport Issued Date

[View Full Info](#)

**Registrar**  
**REVA UNIVERSITY**  
Yelahanka, Bengaluru - 64.

# PARDOT SCREENSHOTS

Account Engagement Campaigns

Active Campaigns

View: Active Campaigns Filter: Tags Tools

NAME	CREATED BY	CREATED	UPDATED BY	UPDATED	ACTIONS
Education Times - May22	Vinod Kumar	May 20, 2023 4:52 PM	Vinod Kumar	May 20, 2023 5:14 PM	
Prajavani - May21	Vinod Kumar	May 20, 2023 4:51 PM	Vinod Kumar	May 22, 2023 4:02 PM	
Vijaya Karnataka - May21	Vinod Kumar	May 20, 2023 4:50 PM	Vinod Kumar	May 22, 2023 4:02 PM	
Education Times - May15	Vinod Kumar	May 13, 2023 2:30 PM	Vinod Kumar	May 22, 2023 4:20 PM	
AndhraJyothy - May14	Vinod Kumar	May 13, 2023 2:28 PM	Vinod Kumar	May 22, 2023 4:07 PM	
Vijaya Karnataka - May14	Vinod Kumar	May 13, 2023 2:23 PM	Vinod Kumar	May 22, 2023 4:07 PM	
Kannada Prabha - May15	Vinod Kumar	May 13, 2023 2:21 PM	Vinod Kumar	May 22, 2023 4:09 PM	
Deccan Herald - May14	Vinod Kumar	May 13, 2023 2:19 PM	Vinod Kumar	May 22, 2023 4:06 PM	
Prajavani_May14	Vinod Kumar	May 13, 2023 2:17 PM	Vinod Kumar	May 22, 2023 4:08 PM	
CNN News18	Vinod Kumar	May 12, 2023 10:28 PM	Vinod Kumar	May 13, 2023 9:37 AM	
Republic Bharat - May12	Vinod Kumar	May 12, 2023 10:27 PM	Vinod Kumar	May 13, 2023 9:38 AM	
Times of India - May12	Vinod Kumar	May 12, 2023 10:23 PM	Vinod Kumar	May 22, 2023 4:09 PM	
Education Times - May8	Vinod Kumar	May 6, 2023 3:21 PM	Vinod Kumar	May 22, 2023 4:21 PM	
Sakshi - May7	Vinod Kumar	May 6, 2023 3:18 PM	Vinod Kumar	May 22, 2023 4:10 PM	

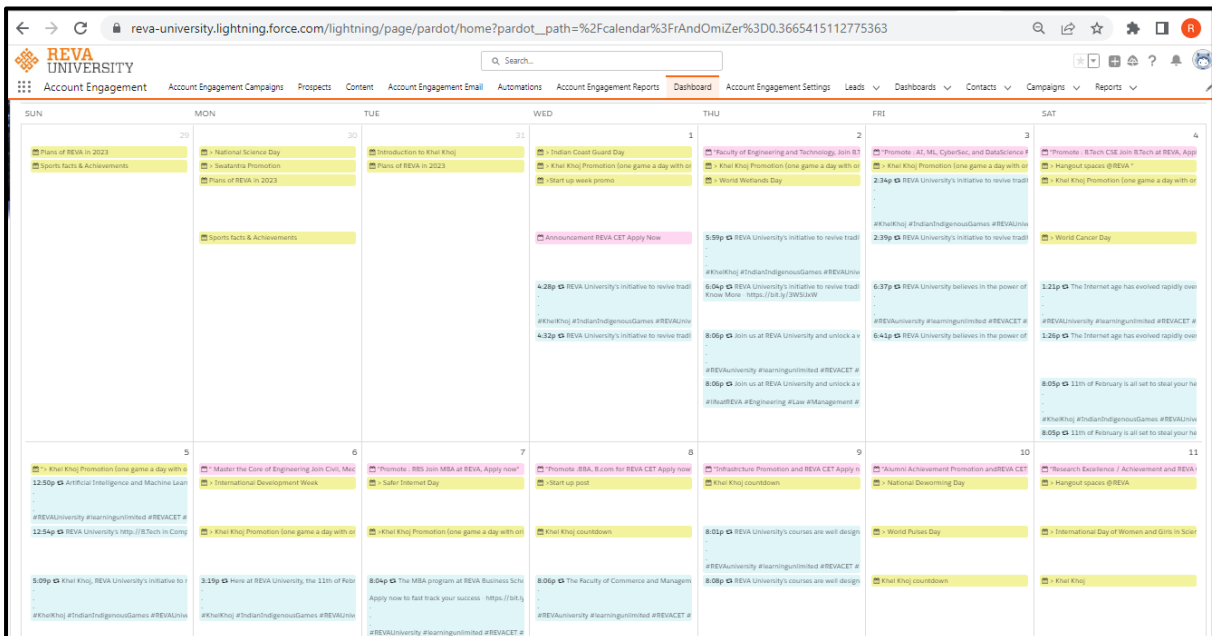
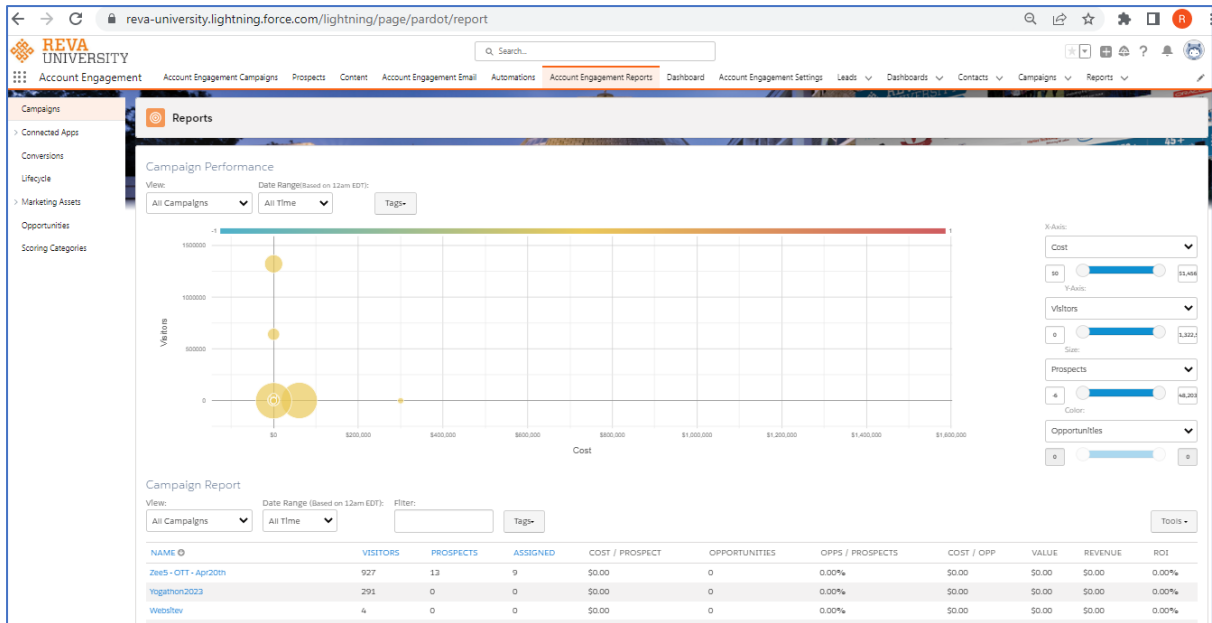
Automation

Automation Rules

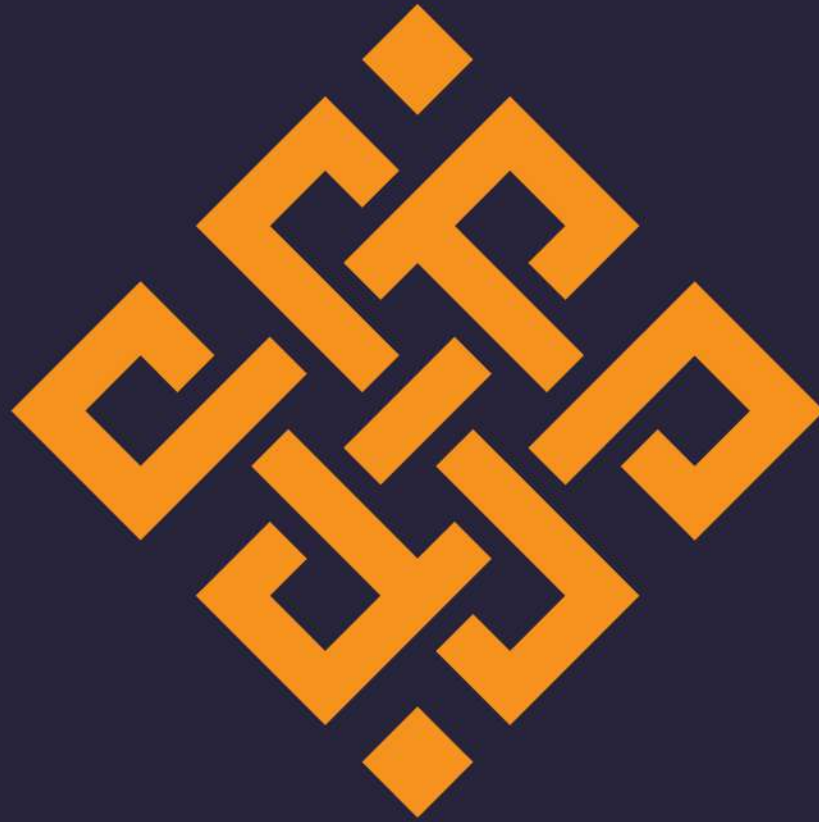
View: All Automation Rules Filter: Tags + Add Automation Rules Tools

NAME	PROSPECTS MATCHED	REPEAT	CREATED	UPDATED	UPDATED BY	ACTIONS
Education Times - May22 /Automations	0	Enabled	May 20, 2023 5:14 PM	May 20, 2023 5:14 PM	Vinod Kumar	
Prajavani - May21 /Automations	0	Enabled	May 20, 2023 5:12 PM	May 20, 2023 5:12 PM	Vinod Kumar	
Vijaya Karnataka - May21 /Automations	0	Enabled	May 20, 2023 5:09 PM	May 20, 2023 5:09 PM	Vinod Kumar	
Survey Emails to Students [Paused] /Automations	1	Enabled	May 17, 2023 10:10 AM	May 18, 2023 10:35 PM	Sureshna Nagula	
Kannada Prabha - May15 [Paused] /Automations	0	Enabled	May 14, 2023 10:59 AM	May 14, 2023 10:59 AM	Vinod Kumar	
Education Times - May15 [Paused] /Automations	0	Enabled	May 14, 2023 10:56 AM	May 14, 2023 10:56 AM	Vinod Kumar	
AndhraJyothy - May14 [Paused] /Automations	0	Enabled	May 14, 2023 10:51 AM	May 14, 2023 10:56 AM	Vinod Kumar	
Vijaya Karnataka - May14 [Paused] /Automations	0	Enabled	May 14, 2023 10:47 AM	May 14, 2023 10:47 AM	Vinod Kumar	
Deccan Herald - May14 [Paused] /Automations	0	Enabled	May 14, 2023 10:39 AM	May 14, 2023 10:39 AM	Vinod Kumar	
Prajavani - May14 [Paused] /Automations	0	Enabled	May 14, 2023 10:36 AM	May 14, 2023 10:36 AM	Vinod Kumar	

# PARDOT SCREENSHOTS







**REVA**  
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