



SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

Approved by Council of Architecture, New Delhi & DTE, Maharashtra State &
Affiliated to University of Mumbai | DTE Code No.: AR 3484

Criterion 6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.2 Strategy Development and Deployment

6.2.2 Institution implements E - Governance in its operations

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

Supporting Documents

Sr.No.	Particulars	Years
1	E - Governance Reports	2019 - 2020 to 2023 - 2024





Smt. K. L. Tiwari Education Society's
SMT. K. L. TIWARI
COLLEGE OF
ARCHITECTURE

Foundation of Excellence

Affiliation No. AFF/ICD/2016-17/1300

DTE Code : AR3484

COA APPROVAL REF. No. : CA/5/Academic-MH 94

06- SKLCA/ PRIN- 20- E- GVN- 01

Date: 27.04.2020

To,
The Chairman
Rahul Education Society
Bhayander, Thane

Subject: Approval of E-Governance report for the Academic Year 2019-20

Respected Sir,

On behalf of Smt. K. L. Tiwari College of Architecture, I, Prof. Rupali H. Gupte - Principal, request you to approve the report presented by IQAC of SKLTCOA on the implementation of E-Governance policy of the college for the academic year 2019-20.

We request you to kindly allow us to implement this policy for benefit of students and staff.

We would request you to kindly provide us the required support for implementation of E-Governance policy.

Prof. Rupali H. Gupte
Principal





Smt. Kanti Lallan Tiwari Education Society's
SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

Nallasopara - west, Dist. Palghar 401 203.

Annual E-Governance Report


(Presented for the Approval of governing body)

The policy of E-Governance has been implemented in the following area for the academic year 2019-2020

Area of E-Governance	Explanation
Administration and account	Most of the work of administration and account is done through ERP software (MCB)
Student data and management	All the student related data is maintained through ERP software (MCB)
Finance	The annual college fees, outstanding dues and staff salaries data processed and maintained through ERP software
Online teaching	For online teaching following software are used 1. Zoom 2. Google Meet 3. Google classroom 4. M.C.B. app
Website	All the notices, students results, college prospectus and updates for students are displayed on the college website
ICT Tools	1. ICT tools are purchased as per requirement. 2. Most of the teaching faculty members have their personal laptops.
Paperless work	The notices to staff and students are circulated through MCB app and Website.
Examination work	Due to Covid 19, Examinations were cancelled and marks of previous semesters were carry forward, therefore there was no use of exam software.
Transparency	The documents related to events, co-curricular activity, cultural activity report, minutes of committee meeting, departmental meeting are uploaded on the website so that all the stakeholders are aware and notified about day to day functioning of the college.

Date: 23.04.2020




Prof. Rupali H. Gupte
Principal



Smt. K. L. Tiwari Education Society's

**SMT. K. L. TIWARI
COLLEGE OF
ARCHITECTURE**

Foundation of Excellence

Affiliation No. AFF/ICD/2016-17/1300

DTE Code : AR3484

COA APPROVAL REF. No. : CA/5/Academic-MH 94

06- SKLCA/ PRIN- 21- E- GVN- 01

Date: 23.04.2021

To,
The Chairman
Rahul Education Society
Bhayander, Thane

Subject: Approval of E-Governance report for the Academic Year 2020-21

Respected Sir,

On behalf of Smt. K. L. Tiwari College of Architecture, I, Prof. Rupali H. Gupte - Principal, request you to approve the report presented by IQAC of SKLTCOA on the implementation of E-Governance policy of the college for the academic year 2020-21.

We request you to kindly allow us to implement this policy for benefit of students and staff.

We would request you to kindly provide us the required support for implementation of E-Governance policy.

**Prof. Rupali H. Gupte
Principal**





Smt. Kanti Lallan Tiwari Education Society's
SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

Nallasopara - west, Dist. Palghar 401 203.

Annual E-Governance Report

(Presented for the Approval of governing body)

The policy of E-Governance has been implemented in the following area for the academic year 2020-2021

Area of E-Governance	Explanation
Administration and account	Most of the work of administration and account is done through ERP software (MCB)
Student data and management	All the student related data is maintained through ERP software (MCB)
Finance	The annual college fees, outstanding dues and staff salaries data processed and maintained through ERP software
Online teaching	For online teaching following software are used 1. Zoom 2. Google Meet 3. Google classroom 4. M.C.B. app
Website	All the notices, students results, college prospectus and updates for students are displayed on the college website
ICT Tools	1. ICT tools are purchased as per requirement. 2. Most of the teaching faculty members have their personal laptops.
Paperless work	The notices to staff and students are circulated through MCB app and Website.
Examination work	Due to Covid 19 exams are taken online through MCB app and for proctoring we have used google meet software. To upload question paper faculty use Google classroom.
Transparency	The documents related to events, co-curricular activity, cultural activity report, minutes of committee meeting, departmental meeting are uploaded on the website so that all the stakeholders are aware and notified about day to day functioning of the college.

Date: 20.04.2021



Prof. Rupali H. Gupte

Principal



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DTE Code No.: AR 3484

06-SKLCA/PRIN-22-E-GVN-01

Date:18.04.2022

To,
The Chairman
Rahul Education Society
Bhayander, Thane

Subject: Approval of E-Governance report for the Academic Year 2021-22

Respected Sir,

On behalf of Smt. K. L. Tiwari College of Architecture, I, Prof. Rupali H. Gupte - Principal, request you to approve the report presented by IQAC of SKLTCOA on the implementation of E-Governance policy of the college for the academic year 2021-22.

We request you to kindly allow us to implement this policy for benefit of students and staff.

We would request you to kindly provide us the required support for implementation of E-Governance policy.

Rupali Gupte

Prof. Rupali H. Gupte

Principal





SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

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Annual E-Governance Report

(Presented for the Approval of governing body)

The policy of E-Governance has been implemented in the following area for the academic year 2021-2022

Area of E-Governance	Explanation
Administration and account	Most of the work of administration and account is done through ERP software (MCB)
Student data and management	All the student related data is maintained through ERP software (MCB)
Finance	The annual college fees, outstanding dues and staff salaries data processed and maintained through ERP software
Online teaching	For online teaching following software are used 1. Zoom 2. Google Meet 3. Google classroom 4. M.C.B. app
Website	All the notices, students results, college prospectus and updates for students are displayed on the college website
ICT Tools	1. ICT tools are purchased as per requirement. 2. 5 Projectors along with laptops are used as teaching aid by teachers. 3. E-Journals subscribed for students and teachers & NDLI club Registration of students and Teachers. 4. WiFi connectivity with 50 Mbps speed.
Paperless work	The notices to staff and students are circulated through MCB app and Website.
Examination work	For maintaining students marks, VIVA software is used and for other exam related works, excel is used.
Transparency	The documents related to events, co-curricular activity, cultural activity report, minutes of committee meeting, departmental meeting are uploaded on the website so that all the stakeholders are aware and notified about day to day functioning of the college.
Digitalizaion	Fees payment is done through online mode like Gpay, Paytm etc.

Date: 15.04.2022



Rupali Gupta

Prof. Rupali H. Gupte
Principal

06-SKLCA/PRIN-24-E-GVN-01



Smt. K. L. Tiwari Education Society's
**SMT. K. L. TIWARI
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Approved by Council of Architecture, New Delhi & DTE,
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DTE Code No.: AR 3484

Date:27.04.2023

To,
The Chairman
Rahul Education Society
Bhayander, Thane

Subject: Approval of E-Governance report for the Academic Year 2022-23

Respected Sir,

On behalf of Smt. K. L. Tiwari College of Architecture, I, Prof. Rupali H. Gupte - Principal, request you to approve the report presented by IQAC of SKLTCOA on the implementation of E-Governance policy of the college for the academic year 2022-23.

We request you to kindly allow us to implement this policy for benefit of students and staff.

We would request you to kindly provide us the required support for implementation of E-Governance policy.

Rupali Gupte

**Prof. Rupali H. Gupte
Principal**





SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

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Annual E-Governance Report

(Presented for the Approval of governing body)

The policy of E-Governance has been implemented in the following area for the academic year 2022-2023

Area of E-Governance	Explanation
Administration and account	Most of the work of administration and account is done through ERP software (MCB)
Student data and management	All the student related data is maintained through ERP software (MCB)
Finance	The annual college fees, outstanding dues and staff salaries data processed and maintained through ERP software
Online teaching	For online teaching following software are used. 1. Zoom 2. Google Meet 3. Google classroom 4. M.C.B. app
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Paperless work	The notices to staff and students are circulated through MCB app and Website.
Examination work	For maintaining students marks, VIVA software is used and for other exam related works, excel is used.
Transparency	The documents related to events, co-curricular activity, cultural activity report, minutes of committee meeting, departmental meeting are uploaded on the website so that all the stakeholders are aware and notified about day to day functioning of the college.
Digitalizaion	Fees payment is done through online mode like Gpay, Paytm etc.

Date: 24.04.2023



Rupali Gupta
Prof. Rupali H. Gupte
Principal



Smt. K. L. Tiwari Education Society's
**SMT. K. L. TIWARI
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DTE Code No.: AR 3484

06- SKLCA/PRIN - 24 - E-GVN-01

Date: 22.04.2024

To,
The Chairman
Rahul Education Society
Bhayander, Thane

Subject: Approval of E-Governance report for the Academic Year 2023-24

Respected Sir,

On behalf of Smt. K. L. Tiwari College of Architecture, I, Prof. Rupali H. Gupte - Principal, request you to approve the report presented by IQAC of SKLTCOA on the implementation of E-Governance policy of the college for the academic year 2023-24.

We request you to kindly allow us to implement this policy for benefit of students and staff.

We would request you to kindly provide us the required support for implementation of E-Governance policy.

Rupali Gupte

**Prof. Rupali H. Gupte
Principal**





SMT. K. L. TIWARI COLLEGE OF ARCHITECTURE

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Affiliated to University of Mumbai | DTE Code No.: AR 3484

Annual E-Governance Report

(Presented for the Approval of governing body)

The policy of E-Governance has been implemented in the following area for the academic year 2023-2024

Area of E-Governance	Explanation
Administration and account	Most of the work of administration and account is done through ERP software (MCB)
Student data and management	All the student related data is maintained through ERP software (MCB)
Finance	The annual college fees, dues and staff salaries data processed and maintained through ERP software
Online teaching	For online teaching following software are used 1. Zoom 2. Google Meet 3. Google classroom 4. M.C.B. app
Website	All the notices, students results, college prospectus and updates for students are displayed on the college website
ICT Tools	1. ICT tools are purchased as per requirement. 2. 5 Projectors along with laptops are used as teaching aid by teachers. 3. E-Journals subscribed for students and teachers & NDLI club Registration of students and Teachers. 4. WiFi connectivity with 50 Mbps speed.
Paperless work	The notices to staff and students are circulated through MCB app and Website.
Examination work	For maintaining students marks, VIVA software is used and for other exam related works, excel is used.
Transparency	The documents related to events, co-curricular activity, cultural activity report, minutes of committee meeting, departmental meeting are uploaded on the website so that all the stakeholders are aware and notified about day to day functioning of the college.
Digitalizaion	Fees payment is done through online mode like Gpay, Paytm etc.

Date: 19.04.2024



Rupali Gupta

Prof. Rupali H. Gupta

Principal



start new MCB app



Compose

- Inbox 6
- Starred
- Snoozed
- Sent
- Drafts 4
- More

Labels

- Architecture Faculty Gr...
- First Year Students Pare...
- Pratik - Jigesh SEM II
- sal
- More

Fwd: Online School Management Software Inbox x



principal architecture <principalarchitecture@rahuleducation.com>
to me

Dear Pankaj,

PFA
Submission deadline given by Sree Madam for providing details is 7 working days.

Best Regards,
Prof. Mrs. Rupali H. Gupte
Principal
9930401070
Smt. K.L. Tiwari College Of Architecture,
Nallasopara - W, Palghar Dist.

To know more about **Rahul Education Group**, please click on the below link.

http://online.pubhtml5.com/qsq_r/aygy/

----- Forwarded message -----

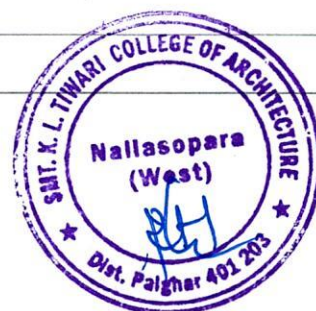
From: **sreedevi mn** <sreedevi@rahuleducation.com>
Date: Mon, Aug 26, 2019 at 12:26 PM
Subject: Online School Management Software
To: Mother Mary's <mother_marys@rahuleducation.com>, Father Joseph's <father_josephs@rahuleducation.com>, Rahul English <rahul_english@rahuleducation.com>, Mother Marys Nallasopara (East) <mother_mnspe@rahuleducation.com>, Mother Marys Nallasopara (West) <mother_mnspe@rahuleducation.com>, Mother Marys Nallasopara (Divine) <divine_prov@rahuleducation.com>, Rahul Vidya Niketan <rahul_vidya@rahuleducation.com>, Rahul Hindi <rahul_hindi@rahuleducation.com>, Principal Mrs. Smt. K.L. Tiwari <principalris@rahuleducation.com>, Rajshree Singh <principalrisnsp@rahuleducation.com>, principal mr <principalmr@rahuleducation.com>, mmjc college <mm_jcol@rahuleducation.com>, divine jr. college college <dp_jcol@rahuleducation.com>, <qmjc@rahuleducation.com>, mmjc



Dear Principal,
Greetings of the Day!

We are shortly implementing MCB, an online School Management Software. The implementation process includes the basic setup of the following modules. Kindly note the details.

Modules	Tasks
School On boarding	Organization setup
	Student Data Upload
	Staff Data Upload
	Users Creation
	Activation of SMS Sender ID
	Activation of Email
Academics	Student Attendance Setup
	Subjects Creation
	Assigning languages / optional subjects to students
	Assigning Class teachers, Subject teachers, Coordinators
	Time table creation
Fee Collections	Finance setup and fee plans creation
	Upload existing fee payments
	Reconciling the Collections and Dues
Admissions	Create forms - Enquiry/ Application/ Admission
	Admissions CRM Setup
HR & Payroll	Staff Attendance Setup
	Salary settings (Consolidate and scale)
	Staff Leave configuration
	Payroll & Pay Slip Generation



Transport	Bus Routes & stops creation
	Assign students to Routes

To start with the implementation Procedure, please provide the following details.

Branch Details:

Sr No	Location	Branch Name	Address	Mobile Number	Board	Classes/Grades {From – Till }	Branch Short Code (Max.Three Alphan-numeric Characters)	Academic Year Month Start to End
1								
2								
3								
4								
5								
6								

Enrollment Code and SMS Sender ID:

Kindly confirm the following points to create the Enrollment code series & SMS Sender ID in MyClassboard.

1. Enrollment code: This is unique and system generated code for each student.

Ex: 17AVS0001

Please note -:

17 = Academic year, AVS=Organization Code / Branch Code, 0001= is the Serial number of the students.

2. SMS Code: 6 characters are mandatory. It is used as sender id when SMS is being sent to parents, staff from MyClassboard Software. Ex: AKSARA (Numbers and Special Characters are not allowed)

Please find the following files attached. Please fill in the data and send it back to support@myclassboard.in along with the other formats mentioned



above at the earliest. (Kindly do not edit any fields or change the file format)

Attachments:

School Onboarding:

1. Student data (Format Attached, Refer - Student_Details)
2. Staff Data (Format Attached, Refer - Staff_Enrollment)

Academics Module:

1. Grade Wise Subject list (Format Attached, Refer - Grade Wise subject list)
2. Subject Wise Teacher list for assigning subjects to teachers (Format Attached, Refer - SUBJECT TEACHER)
3. Class wise class teacher's list (Format Attached, Refer - Class Teacher)
4. Time table (Format Attached, Refer - TIME TABLE FORMAT)

Finance Module:

1. Fee Plan (Format Attached, Refer - StudentFeePlans)
2. Student Concessions (Format Attached, Refer - StudentConcessionSample)
3. Existing Fee Collection (Format Attached, Refer Existing_Fee_payment_Uploading)

HR Module:

1. Payroll Format (Format Attached, Refer - Payroll Format)
2. Pay Slip format (Please provide Soft Copy)

Transport Module :

1. Transport data (Format Attached, Refer - Transport Data)

Mobile App:

1. School logo (200*200 pixel) for Mobile App.



Implementation timelines:

1. Time line to send the above data is 7 working days.
2. For any query related to data sharing, training, etc., please contact the account manager.
3. We schedule the Implementation process completion within a month provided the data in the required format is shared with us in the given timeline. Delay observed in sharing the data will not be accounted as MCB's implementation delay.
4. One field training will be provided as per your preferred date [Saturday or Sunday] on the modules for which data is shared.
5. A signoff mail will be sent to take confirmation on implementation completion. We request you to confirm the implementation completion by replying to the signoff mail.

Warm Wishes

MyClassboard-Support

