



OFFICE OF THE PRINCIPAL
SONARI COLLEGE

P.O.: Sonari, Dist.: Charaideo (Assam)
PIN 785690

e-mail:principalsonaricollege@gmail.com
Phone No .03772 256515(O)

Ref. No.

Date.....

DVV Clarification

Criterion VI: Governance, Leadership and Management

Metric No. 6.2.2: Institution implements e-governance in its operations

DVV Query 2: LINK TO THE ERP DOCUMENT AND SCREEN SHOTS OF USER INTERFACES OF EACH MODULE REFLECTING THE NAME OF THE HEI




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ERP DOCUMENT

SONARI COLLEGE

ERP DOCUMENT

Administration

Manage ERP

1. Log in creation and Providing user rights
(Login creation for new users to access the modules)
2. Creation of Departmental Profiles and courses as per guideline of Affiliating University.
(Creation of Departmental profiles, courses and its internal mapping)
3. Academic year, academic calendar and Semester period Planning.
(Creation of Academic year, Academic calendar and Semester period Planning as per guideline of University and College of its own)

Human Resource

1. Employee No.
(Allocation of employee No. for Faculty and Staff in Biometric attendance device)
2. Time attendance Recording

(Capturing of face recognition and biometric in the time of attendance in the device)
3. Profile updating
(updatation of Personal details of employee)
4. Department mapping
(Internal mapping of the departments of the College)
5. Mapping of Duty Schedule
(Allocation of Schedule of duty timing of Faculty and Staff)

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MANAGE ERP AND HUMAN RESOURCE



ERP DOCUMENT

6. ID card Processing
(Processing of ID of employee and mapping with the machine and the User ID of e-Samarth for Employee)
7. Computerized attendance at Library
(Processing of attendance at Library through Bar coding Process to Faculty, Staff and Students)

Staff Login

1. Staff Profile Entry
(Updation of Personal details, education details and employment details of Staff)
2. Staff Skill Set entry
(Updation of Staff Skill)
3. Subject willingness
(Entry for subject willingness of the students)
4. Lesson Plan
(Preparation and Entry of Lesson Plan documents)
5. Selection of Elective and Allied Subjects by the students
(Mapping of Students' for selection of allied and elective paper)
6. Student attendance
(Marking of Students' attendance by the Departments and reflected during examination Process)
7. Institution Activities Record
(Updating and keeping the activities record of the College)
8. Competency Skill record


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STAFF LOGIN



ERP DOCUMENT

(Entry of Competency Skill record of Students)

9. Examination Records
(Entry and updating of Examination records)
10. Record of Students' data and Research works, NSS works etc.
(Entry of Students' data, students' Project works and the activities under NSS)
11. Record of Activity details of Staff, Faculty and Allied committees.
(Entry of Records of activities of Staff faculty and other committees)

Messaging Services and Communication Services

1. Communication with Higher Education Department, Govt. of Assam, Govt. of India through online.
(Communication through e-mail)
2. Sending SMS to Departments, faculty and Staff
(SMS send to Faculty Group and Staff Group about academic or administrative matters and other notifications)
3. Sending SMS to Students.
(Sending SMS to Students through Departmental Semester year wise Student Groups)

Feedback

1. Parent Feedback (Online)
 - (a) About the Institution
(Feed back will be collected from Parent, Guardian about the institution)
2. Student Feedback
 - (a) Teaching ability of the Faculty
(Students will submit the feedback on teachers)


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MESSAGING SERVICE & COMMUNICATION SERVICES AND FEEDBACK



ERP DOCUMENT

- (b) College infrastructure
(Students will submit the feedback on institution infrastructure)
- (c) About curriculum
(Students will submit the feedback on the curriculum)
- (d) Course Completion
(Students will submit the feedback on the completion of Courses in due Time)
- (e) Feedback from Alumni
(Alumni will submit the feedback)

Appraisals

1. Colleague appraisal
(Appraisal by colleagues of the College)
2. HOD's Appraisal
(HoD will submit the appraisal on the departmental staff in API format for up gradation and Promotion)
3. Principal's appraisal
(Principal will submit the appraisal to the Higher Education Department, Govt. of Assam)

Finance and Accounting

Billing module

1. Creation fee heads
(Creation of fee heads and sub- heads with the amount as allocated)
2. Cash Flow
(cash flow on billing process as approved)
3. Fee synchronizing with the students


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APPRAISALS AND FINANCE & ACCOUNTING



ERP DOCUMENT

(synchronizing the fee heads with the students and Governing Body. As of now the HE department prepare the heads and the Govt. of Assam pay the total amount to the Colleges under the Weiver Scheme)

4. Receipt Generation
(Services provided to Staff, Faculty and Students , and stockholders)
5. Services
(Services provided to Staff, Faculty, students and stakeholders)
6. Billing Reports
(Reports on various aspects of accounts)

Pay roll

(Pay roll processing based on the attendance recorded of Staff and Faculty)

Student admission support

1. Sale of application and College Prospectus
(Application and Prospectus sales using payment Gateway, downloading Application Form)
2. Application Registration
(Registration of Application Form for the Course where to be admitted)
3. Rank List/Merit List Generation
(Generation of Merit List on the basis of Mark and Reservation Policy of Government)
4. Seat and Quota allotment
(Allocation of Seats under Merit Quota, Management Quota and Reservation Quota as per Govt. Policy)
5. Selection and Waiting list Generation
(Finalization of Selection list, Waiting list and uploaded in website and e-Samarth Portal)


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STUDENT ADMISSION SUPPORT



ERP DOCUMENT

6. Provisional Admission
(Students admitted provisionally after creation of Unique ID and providing them enrolment number)
7. Student Profile Entry
(Updation of basic data and Unique ID of student and uploaded to Higher Education Department)
8. Registration of Students under affiliating University
(Students need to Register them through online at University Portal which have to approved by the College authority)

Student Academic

1. Holiday Entry
(Updation of Academic Calendar and Holiday List)
2. Day order mapping
(Based on holiday the working day order mapping and college academic timeline processed)
3. Approval for subject willingness by HODs
(Updated subject willingness will be approved by HoD)
4. Timetable planning
(Timetable planned for running Semesters)
5. Departmental plan approved
(Approval of departmental plans and activities)

Examination

1. Manage Course Stream Name
(Reflecting subject for different Stream/ Course)


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STUDENT ACADEMIC, EXAMINATION



ERP DOCUMENT

2. Room Master Screen
 - (a) To view Elective subject and AEC subject allocation
 - (b) To search student details and keeping records
 - (c) To view active classes and students
3. Attendance Reports
4. University Reports
5. Mark Sheet/Grade Sheet Report
6. Consolidated Reports and Statements
7. Analysis of Results
8. Online Teaching and learning and Sessional Examination record and I/A marks allocation to students


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EXAMINATION

Metric No. 6.2.2	Screen shots of user interfaces of each module reflecting the name of the HEI
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Screenshots of user interfaces: Administration



Biometric Attendance System

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10:44
29-05-2023

Sonari College Library Website

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SOUL 2.0 Webopac

Not secure | 192.168.1.2/webopac/Default.aspx

SOUL 2.0 WEBOPAC

Home Search Member Status New Request Contact

Here you can choose the Language: English

Records Per Page: 50

Basic Search

Collection Type: All Search Record in: All

Title

Contains Exact Begins with Ends with

Free-text search (Title or Author or Subject heading Contains)

Contains Exact Begins with Ends with

Boolean search

Select Contains Select

Select Contains Select

Select Contains Search

Advanced Boolean search

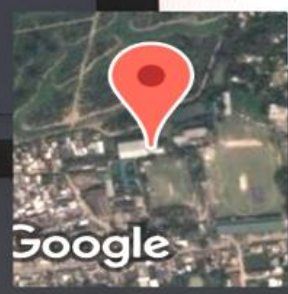
Select Tag Select Subject Query Select Operator

Select Select Select

Select Select Search

Boolean Search

GPS Map Camera



Sonari, Assam, India
22HF+FJ9, Sub Way, Sonari, Assam 785690, India
Lat 27.02864°
Long 95.024316°
29/05/23 11:20 AM GMT +05:30

SOUL 2.0 (Logged in As: superuser)

Acquisition Catalogue Circulation Serials Control OPAC Administration Help Check for Updates Help Quit

Membership Transaction ILL Maintenance New Member Copy Member Search Member Delete Renewal

Academic Information

Category Institute Department Course/Designation

Add Institute

Personal information Contact Information Picture Guarantor Information(Optional)

Surname Forename Birthdate 27/05/2023 Year of Joining 2023 Member Code

Status Active Gender Male Member Type BA 1st sem

Same as Member Code Member ID

Payment information Others

Deposit Amount 0 Receipt No. 0 Receipt Date 27/05/2023

Membership Amount 0 Receipt No. 0 Receipt Date 27/05/2023

Maximum Due Amount 0 Effective Date 27/05/2023 Card Exp. Date 27/05/2023

Remark

Add Update Save Cancel Search Exit

First Previous Next Last

Library Name : SONARI COLLEGE LIBRARY, Sonari Application Version : 2.0.0.14

SOUL: Library Management Software

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Subscribed e-Journals and e-Books

The Consortium subscribes to the following resources for the colleges. All electronic resources subscribed under N-LIST Programme are available from the publisher's website.

You may search e-Books or e-Journals

All Fields

Search

E-Journals (Fulltext)

- American Institute of Physics [18 titles]
- Annual Reviews [33 titles]
- Economic and Political Weekly (EPW) [1 title] [Alternate Link](#)
- Indian Journals [180+ titles]
- Institute of Physics [46 titles]

E-Books

- Cambridge Books Online [1800 titles]
- E-brary [185000+ titles]
- EBSCOHost-Net Library [936 titles]
- Hindustan Book Agency [65+ titles]
- Institute of South East Asian Studies(ISEAS) Books [382+ titles]

Usage Statistics

- Invoice / Receipt
- Activity Log
- Change Password
- Logout

Principal Details

Dr. Bimal Chandra Gogoi
sonaricollegelibrary@gmail.com
9476528949

N-LIST College Admin Details

Mrs. Swapnali Saikia
sonaricollegelibrary@gmail.com
6002750139

Technical Person Details

Mrs. Swapnali Saikia
swapnalisaiikia84@gmail.com
6002750139

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E - Resources

NLIST

Digital Libraries

National Digital Library of India



Subscribed e-Journals and e-Books

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You may search e-Books or e-Journals

All Fields

Search

E-Journals (Fulltext)

- American Institute of Physics [18 titles]
- Annual Reviews [33 titles]
- Economic and Political Weekly (EPW) [1 title] [Alternate Link](#)
- Indian Journals [180+ titles]
- Institute of Physics [46 titles]

E-Books

- Cambridge Books Online [1800 titles]
- E-brary [185000+ titles]
- EBSCOHost-Net Library [936 titles]
- Hindustan Book Agency [65+ titles]
- Institute of South East Asian Studies(ISEAS) Books [382+ titles]

N-LIST: E-learning Resources for students and teachers of Sonari College

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Ministry of Education
Government of India



Indian Institute of Technology
Kharagpur



National
Digital Library
of India



CERTIFICATE OF REGISTRATION



This is to certify that "**Sonari College P.O. Sonari-785690**" is registered as
a NDLI Club under the National Digital Library of India.

Registration Number:

INASNC3FNEERCKY

Date Of Registration: 03/12/2022

Valid Upto: 03/12/2023

पार्थप्रतिम दास

Dr. Partha Pratim Das

Joint Principal Investigator
National Digital Library of India Project
Indian Institute of Technology
Kharagpur

NDLI CLUB PARTNER



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- LEARN. SHARE. GROW. -

NDLI CERTIFICATE


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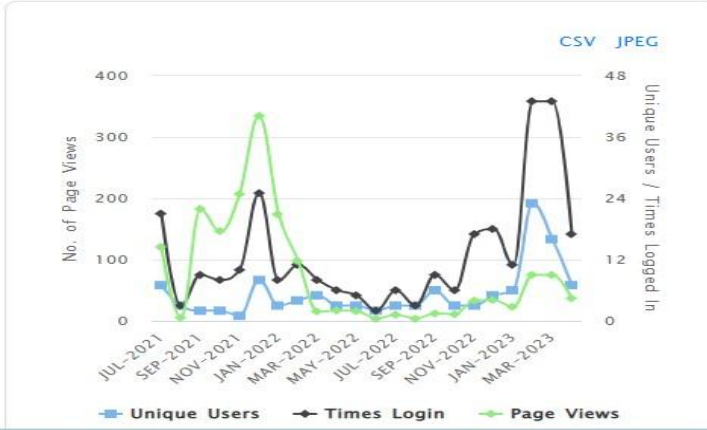

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2021-07

2023-04

Get Usages

Users Activity



Top 10 Users



Sonari College Library Student Group

Group · 111 participants

- Group call
- Add
- Search

Add group description

Created by You, 27/05/2023, 1:36 pm

- Mute notifications
- Custom notifications
- Media visibility
- Encryption
Messages and calls are end-to-end encrypted. Tap to learn more.
- Disappearing messages
Off

N-LIST usage statistics and Sonari College Library Student Group

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AFFILIATED TO DIBRUGARH UNIVERSITY



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HOME ADMINISTRATION ▾ GENERAL INFO ▾ DEPARTMENTS IQAC ▾ FACILITIES ▾ PROGRAMME ▾ COLLEGE ACTIVITIES NAAC LIBRARY
FEEDBACK ▾ MAGAZINE DOWNLOAD OTHERS ▾ CONTACT GOLDEN JUBILEE CELEBRATION 2019-2023 NEWSLETTER RESULTS
ACADEMIC DOCUMENTS AQAR 2020-21 FEEDBACK FORMS ▾ FEEDBACK FORM RESULTS ▾ STUDENT GRIEVANCE CELL
SONARI COLLEGE PROSPECTUS (INFORMATION BULLETIN) 2023-24

Registration of New Voters

Application for to be a New Voter

Please Submit Your Grievance here
<https://forms.gle/zGHVz7eZbmiBE1tm9>

[Click here to open in new tab.](#)

Sonari College Website

HOME



Tuesday, October 10,
2023

ONLINE ADMISSION PORTAL OF SONARI COLLEGE 2019-20

DROP A MAIL TO:
studentsehlpdesk@gmail.com

Application Form



GUIDELINES



HIGHER SECONDARY



DEGREE



Re-Admission



GUIDELINES



HIGHER SECONDARY



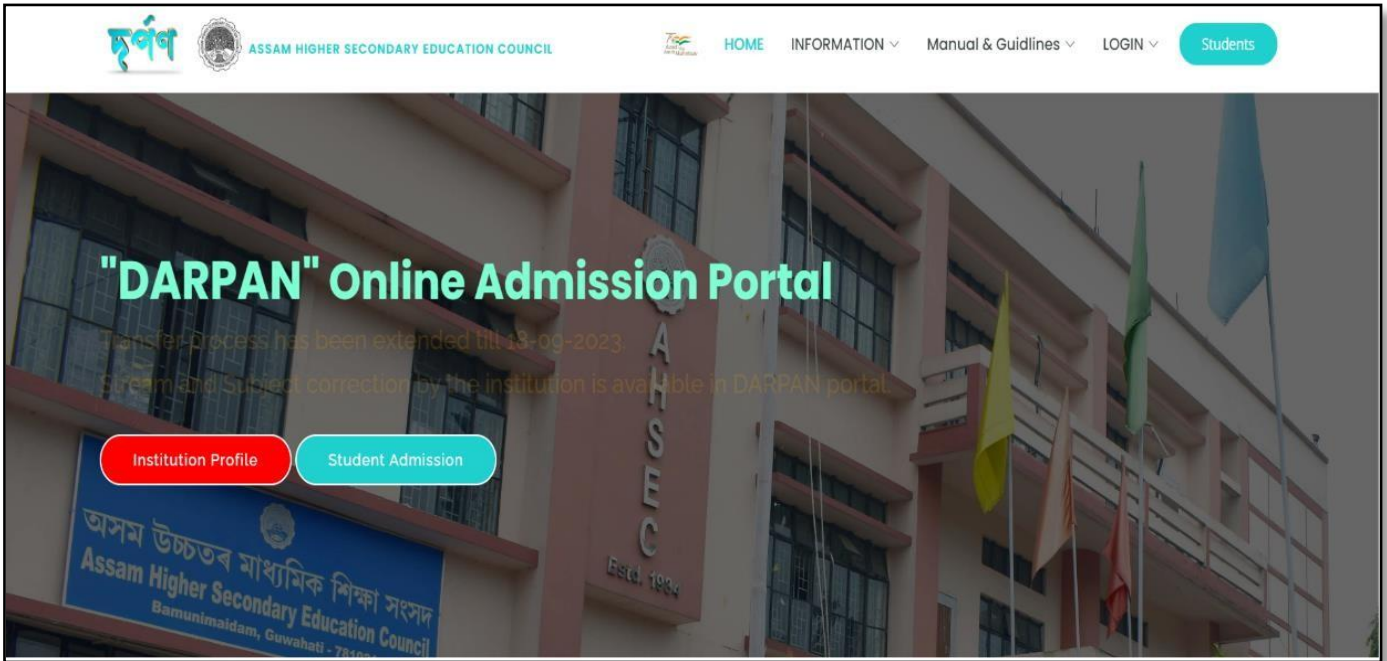
DEGREE

Sonari College Online Admission Portal

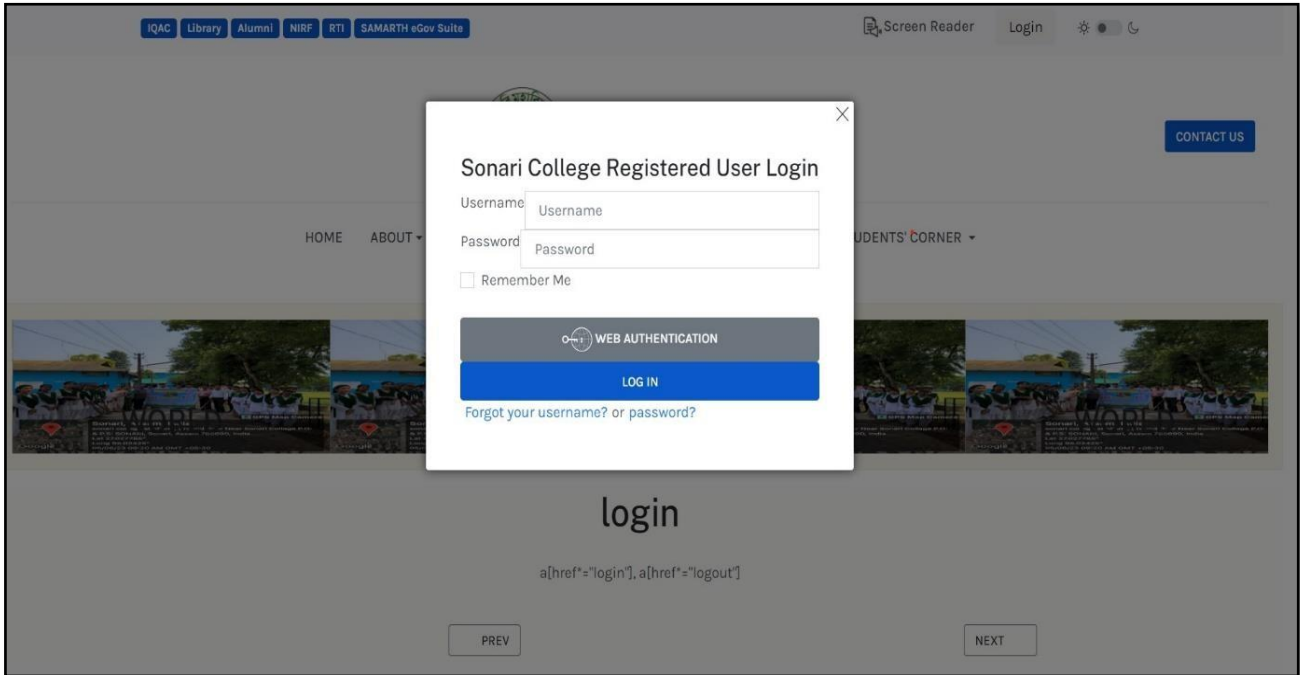

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Sonari College Online Admission Portal

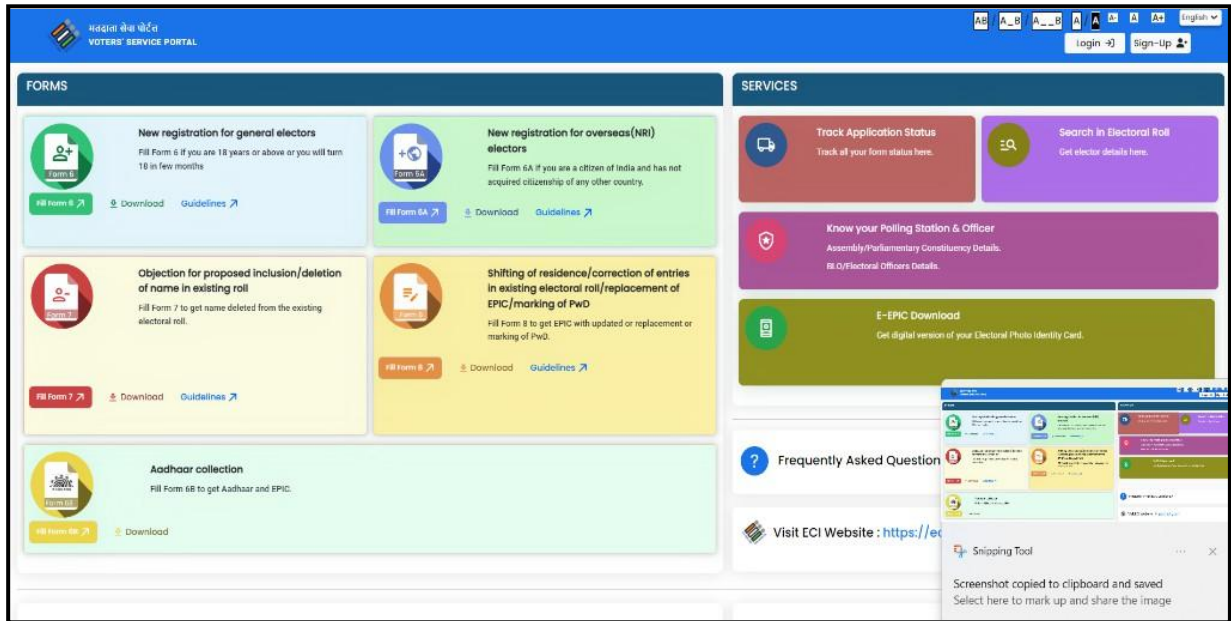


Sonari College Online Admission: Student Login Page

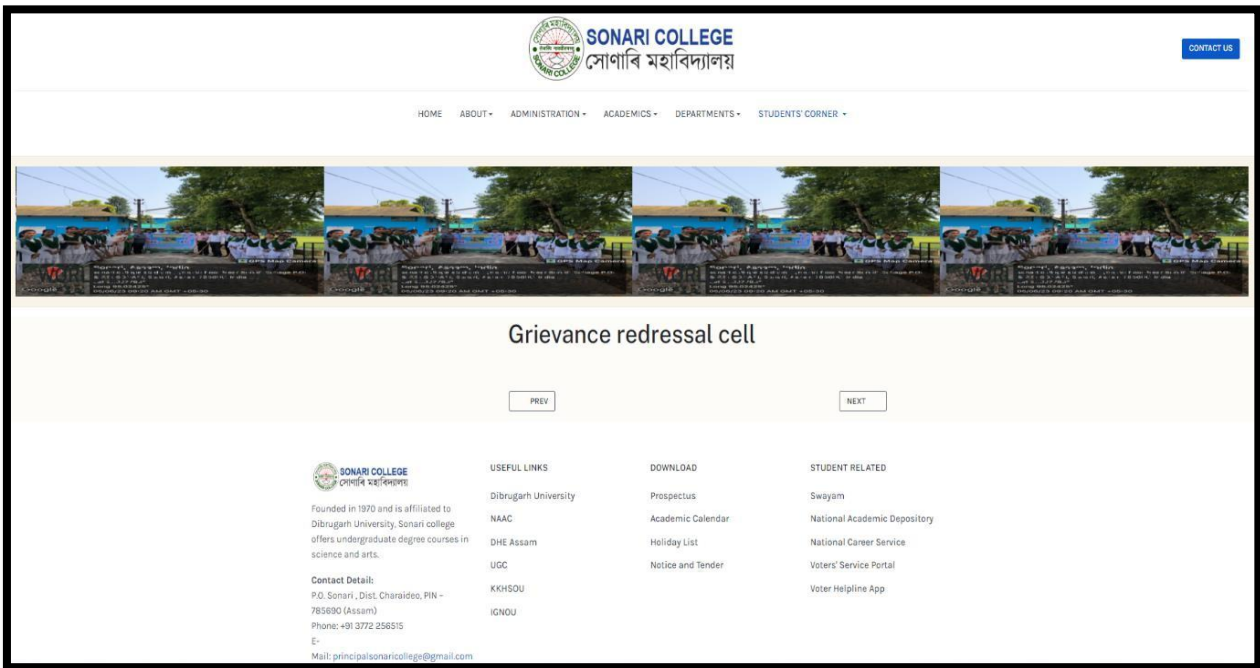
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Sonari College Grievance Cell



Sonari College Grievance Redressal Cell

[Handwritten Signature]
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[Handwritten Signature]
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016

TO BE PAID THROUGH SYSTEM ONLY

PFMS Generated Print Payment Advice

Approval date in PFMS: 17 Nov 2018	Payment Advice No.: C111807318244
Expiry date of PPA PFMS: 28 Nov 2018	Advice Print Date: 28 Nov 2018
PPA No.:	TAN No.:
Note For Branch:	
Contact Details: BANK	PFMS
Name: Jayashree Rg	Helpdesk: pfms@sbli.co.in
Email: Rg.pfms@sbli.co.in	011-23343883
Phone No.: 022-27578967	
Name:	

The Branch Head
 STATE BANK OF INDIA
 SONARI Branch

We authorize the bank to debit our undrafted account maintained with the bank with batch amount and credit the beneficiary(ies) [B] as per ANNEXURE) uploaded to bank's central system through PFMS Q/n CGA.

Bank Account No. 34704492274
 Total Amount of Debt: Rs 37335.00
 (Request amount - Three (3) tabs Savings-Tax (Three (3) tabs Fixed Fee)
 Box No. C111807318244

No. Of Beneficiaries as per Annexure-1

 (Sign by Authorized Signatory)
 Name - _____
 Designation - _____
 Mobile No - _____



12/11/18
 (Sign by Authorized Signatory)
 Name - _____
 Designation - **Principal**
 Mobile No - **SONARI COLLEGE SONARI**

Agency's Copy (Branch Acknowledgement)

To
 SONARI COLLEGE R.U.S.A. ACCOUNT
 Ref. Account No. 34704492274
 Payment Advice Number: C111807318244



We confirm having received the captioned advice of credit for the amount today for further proceeding as per arrangement of bank on integrated PFMS-Bank payment system.
 No. Of Beneficiaries - 1
 Date & Time : _____
 Amount (in Rs.) : 37335.00

STATE BANK OF INDIA Branch Seal Branch Authorized Official
 Agency to acknowledge of delivery in PFMS using option | Comment - PPA Submission State

Public Financial Management System used by Sonari College

[Signature]
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ANNEXURE -I
(All page to be stamped and initial and last page to be signed in FULL with stamp)

Payment Advice No.: C111807318244

S.N o.	Name of Beneficiary	PFMS Txn ID	Account Number	IFSC/IN/MICR Code	Aadhaar Number	Amount(In Rs.)
1	GYANAM	C111808824409	xxxxxxxxxxxx1991	IBKL0001051		372,205.00
Total Amount(Rs)						372,205.00

Please acknowledge and do the needful as prescribed by bank to complete transactions.



PFMS

[Signature]
19-11-18
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PFMS is used for financial transactions

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ডিব্ৰুগড় বিশ্ববিদ্যালয়
Dibrugarh University
 Accredited 'A' grade by NAAC

Home **Student Info** Internal Marks Admit Card Help File Others Reports Logout
 Academic Year : (2023-2024) WELCOME : 515-SONARI COLLEGE

Registration List
 Exam Form List
 Student Profile

Technic

Students Registration Reports



- Total Students
- Verified Students
- Unverified Students
- Fees Paid Students
- Fees Unpaid Students

Home Student Info Internal Marks Admit Card Help File Others Reports Logout
 Academic Year : (2023-2024) WELCOME : 515-SONARI COLLEGE

Exam Form Students List

Session: Course: Branch: Exam: Status:

No.	Rg No.	Name	Institute/College Name	Mobile	Course	Branch	Exam	View Form	Print Receipt	Action
No Records Found!....										

Online Exam Form Fillup: Student Page


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INSTITUTE/COLLEGE LOGIN

Select Session

Select

Enter Username

515

Enter Password

.....

YPSIZ



Enter Captcha

Submit

Cancel

Forgot Password

Online Exam Form Fill up: Admin Page



Sonari College

Sonari 785690

Free Admission

Roll No. : 4

Session : 2023-2024

Receipt No. : 00884

Name : KUNHI RAJKUMARI

Collect Date : 26/09/2023

Course : BSC 1ST SEMESTER SCIENCE
(FYUGP)

Subjects : ZOOC1

Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Student Related Fee 1	100.00
2	Student Related Fee 2 (I card)	50.00
3	Student Related Fee 3 (Magazine)	100.00
4	Student Related Fee 4 (Union)	50.00
5	Student Related Fee 5	350.00

Total Amount : 650.00

In Words : Rupees Six Hundred Fifty only

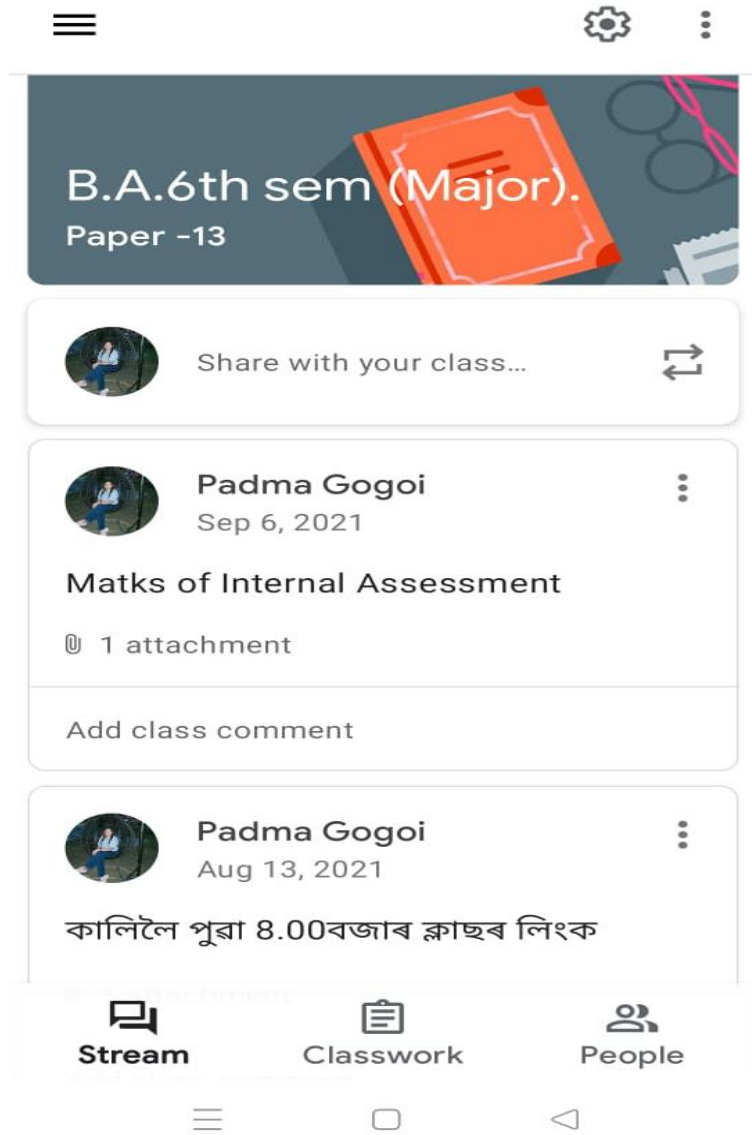
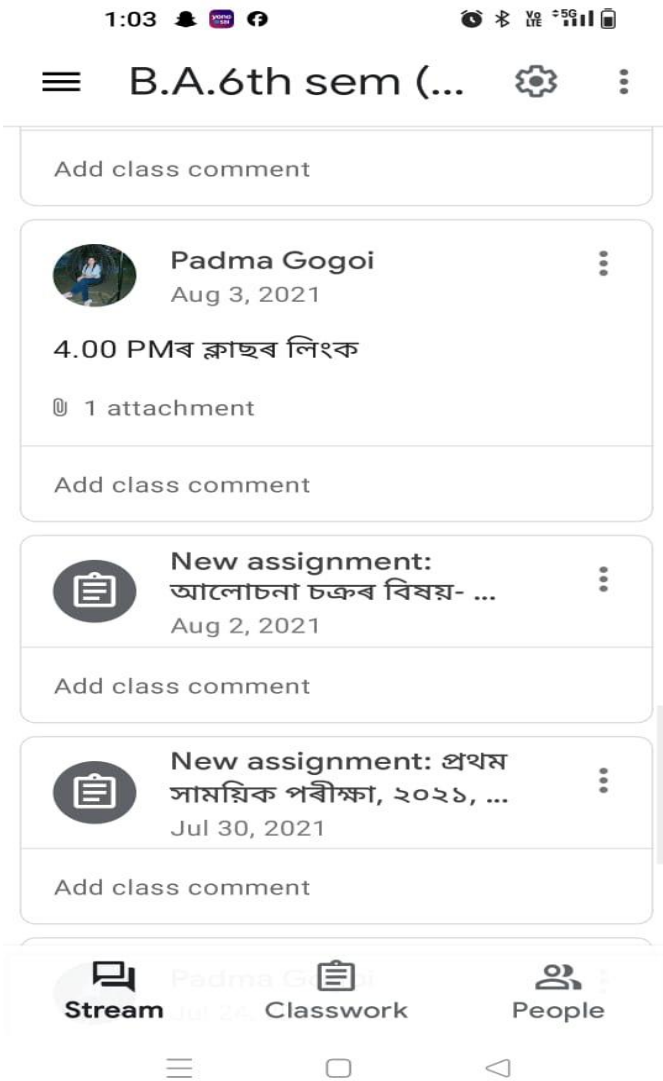
Signature of Collector

Offline Payment of Admission fee in Admission Portal


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Use of WhatsApp for Online Examination (03-08-2021)


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20 points ▾



25 points ▾



Instructions

Student work

Instructions

Student work

 Chin Saikia 14/20
Done late

66

5

Assigned

Turned in

 Gitashree G... 15/20
Done late

TURNED IN

 Goutam Kar... 13/20
Done late


 BISHAL TAS... **Turned in**
Done late

 Himashree G... 8/20
Done late

 Bitu Deka **Turned in**
Done late

 JUNALI CHA... 14/20
Done late

 Juri Borgoh... **Turned in**
Done late

 Jahnobi Borah 16/20
Done late

 Lachit Shyam **Turned in**
Done late

 Jayshree Go... 16/20
Done late

 Yasmin Rah... **Turned in**
Done late

 12/20



Use of Google Classroom for Online Examination (06-11-2021)


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B.A. 6th Semester (NM) - Google Forms - Microsoft Word

Home Insert Page Layout References Mailings Review View Zotero

Times New Roman 4.5

Font Paragraph Styles

Body Text List Para... No Spaci... Normal Table Pa... Heading 1 Heading 2 Title

8/1/2021 First In-Semester Examination, 2021 (July)

First In-Semester Examination, 2021 (July)

(Through Open Book Examination Mode)

B.A. 6th Semester

Subject: Economics (Non Major) Paper: 601 (Development Economics)

Full Marks: 20
Time: 20 Minutes (from 10.00 p.m. to 10.20 p.m.)

Name of student *

Deepika Dhingra

Roll Number *

56

Page: 1 of 11 Words: 405

70%

2:36 AM

B.A. 6th Semester (NM) - Google Forms - Microsoft Word

Home Insert Page Layout References Mailings Review View Zotero

Times New Roman 5

Font Paragraph Styles

Body Text List Para... No Spaci... Normal Table Pa... Heading 1 Heading 2 Title

8/1/2021 First In-Semester Examination, 2021 (July)

1. Which one of the Five Year Plans of India was terminated before its targeted date of completion? 1 point

Third

Fifth

Sixth

2. Planning commission was set up in 1 point

1950

1951

1952

Page: 2 of 11 Words: 405

70%

2:39 AM

Use of Google form for Online Examination (July, 2021)


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