

## Annual e-Governance Report

### Academic Year 2018-2019

PTVAIM is committed to enhancing efficiency, transparency, and accountability in all aspects of its functioning including administration, finance, admissions, teaching, and examinations, through the implementation of e-governance practices. The e-governance structure at PTVAIM is categorized into four main areas:

- I. Administration
- II. Finance and Accounts
- III. Student Admission and Support
- IV. Examination

The details under each category are as follows:

#### I. Administration

PTVAIM aims to make administration paperless as far as possible and efficient by using advanced digital tools:

- **Microsoft:** CompuSoft-Microsoft License is utilized for operating systems and productivity software. It provides a robust operating system and essential productivity software, forming the backbone of administrative operations.
- **Biometrics & CCTV surveillance:** We have biometric system from Venus Systems N Solutions which helps us in monitoring time and attendance of our staff. The Institute is under CCTV surveillance for the safety and security purpose.
- **Website:** Image Online Pvt. Ltd. offers online solutions and digital services, further supporting the administrative infrastructure.

#### II. Finance and Accounts

PTVAIM Accounts Office maintains financial records using Tally software, ensuring efficient management of financial transactions, profit and loss statements, and balance sheets.

- **Tally ERP 9.0** is purchased from Mark IT Solutions for managing financial transactions. It is a sophisticated accounting software that manages all financial transactions, ensuring accuracy and efficiency in financial reporting. This software supports the generation of profit and loss statements, balance sheets, and various analysis reports.



- **E-TDS Wizard Software** is used for tax-related processes and compliance. It is employed for managing tax-related processes. This software handles tax deductions at source (TDS) and other tax compliance requirements, ensuring timely and accurate submissions.

### III. Student Admission and Support

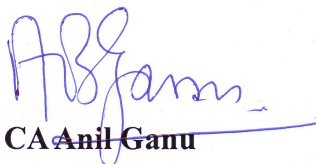
PTVAIM follows an open and transparent system for the admission process, adhering to ethical practices and regulations and as per the guidelines of our regulators. The Library Information Resource Centre at PTVAIM maintains academic excellence through a well-stocked collection and increasing e-learning resources.

- **Khushi Software:** Assists in managing student records and admission processes. It plays a crucial role in ensuring that all data is handled accurately and efficiently. It also takes care of the attendance record of the students.
- **SLIM-21 Software** is a Library Management System for handling library resources. It provides a comprehensive solution for managing library resources and enhancing access to academic materials.
- **Turnitin Software:** Plagiarism detection software to maintain academic integrity. It is used for plagiarism detection, ensuring that all submitted work is original and properly cited.

### IV. Examination

PTVAIM examination process follows the e-governance policy of the University.

- **Khushi Software:** Supports examination management and result processing. It is used to support the examination management and result processing functions, ensuring that all examination-related activities are conducted smoothly and efficiently.

  
CA Anil Ganu

President-PTVA

Chairperson - Board of Governance - PTVAIM

Date: 02-08-2018

