



KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

কৃষ্ণকান্ত সন্দিকৈ ৰাজ্যিক মুক্ত বিশ্ববিদ্যালয়

Education Beyond Barriers

www.kkhsou.in

5.1.3 Relevant information on activities undertaken

Sl. No.	Documents	URL of the Documents	Page No
1	A Report on Departmental Activity of IT Cell (June, 2018-June, 2019)		
2	“Siksharth Mitra” Notification and screenshots from official FB page of KKHSOIU		
3	Online Admission Orientation Programme in Annual Report 2017-18	http://dlkkhsou.inflibnet.ac.in/bitstream/123456789/657/1/Annual%20Report%202017-18.pdf	pp. 54-55

A Report on
DEPARTMENTAL ACTIVITY
OF
IT CELL



Submitted by

IT Cell

Krishna Kanta Handiqui State Open University

Housefed Complex, Dispur, Last Gate

Guwahati-781006

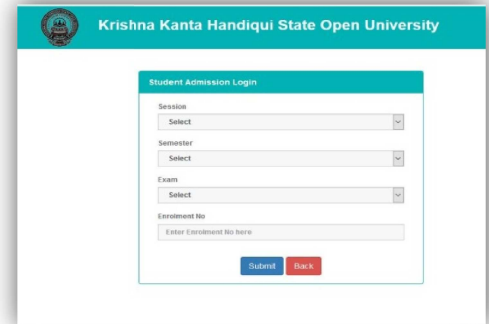
(From June 2018 to June 2019)

21/05/2019

(Binod Deka)
Systems Analyst

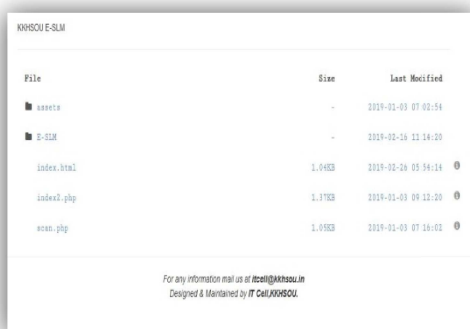
1. MASTER DEGREE AND PG DIPLOMA 2ND SEM ONLINE ADMISSION --20th March, 2018

IT Cell has successfully implemented the 2nd Semester Online Admission for Master Degree and PG Diploma. The admission had started on **20th March, 2018** and continued till **20th May, 2018**.



2. E-SLM 1ST PHASE UPDATION DONE

- 3rd April, 2018



File	Size	Last Modified
assets	-	2018-01-03 07:02:54
E-SLM	-	2018-02-10 12:14:20
index.html	1,04KB	2018-02-20 05:54:14
index2.php	1,37KB	2018-01-03 09:12:20
scan.php	1,05KB	2018-01-03 07:18:01

For any information mail us at itcell@kksou.in
Designed & Maintained by IT Cell, KKHSCU.

On **3rd April, 2018** 1st Phase of e-SLM updating was done.

3. LEARNERS' PORTAL BETA VERSION 1 OFFICIALLY RELEASED

- 29th May, 2018

Learners' Portal Beta Version 1 was released on **29th May, 2018** to help the learners in their studies. The features have been listed below:

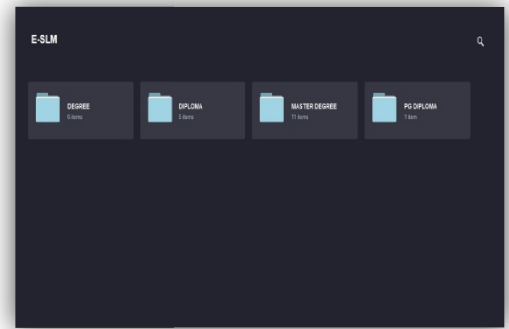
- Profile Information:** Learners can update their mobile number, email and communication address for better communication and regular sms/email alert.
- News:** Learners can access updated University news like exam time table, routine, notice etc. here.
- Study Centre:** Learners can access the information about study centres, courses available in the study centres and their contact details.
- FAQ:** Through Frequent Asked Question (FAQ) learners can get their answers from pre-defined questions and answers and gain knowledge about the rules and policies of examination, results, certificates, SLM and other issue.
- E-SLM:** Learners can access the soft copy of the Self Learning Materials online through E-SLM.
- Assignments:** Learners can download the softcopy of their assignments from here.



4. NEW VERSION OF E-SLM RELEASED

- 10th June, 2018

On 10th June, 2018 the E-SLM was updated and a new version was released with a new interface.



5. ONLINE E-ADMIT

-9th July, 2018

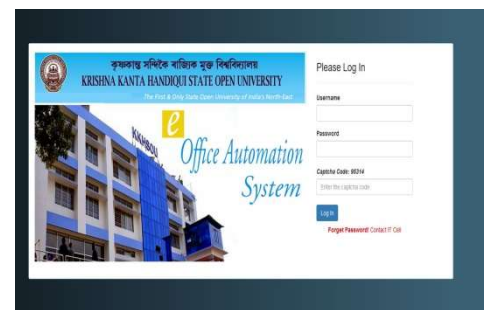


On 9th July, 2018 we had launched the E-admit card for MA and BA Courses. It was successfully implemented and learners are now able to download the e-Admit card online.

6. NEW FEATURES INTRODUCE IN E-OFFICE AUTOMATION - 10th August, 2018

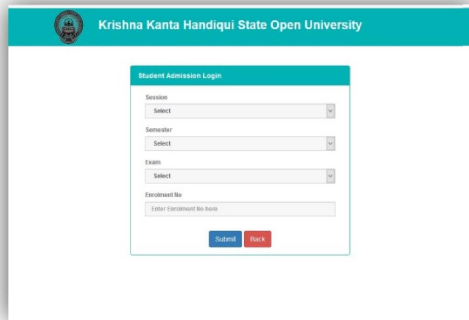
New features had been introduced in the E-OFFICE AUTOMATION SYSTEM and released on 10th August, 2018. The added features are listed below:

- Assignment Reminder and upload system:** This system will list all the assignments that are not uploaded for an academic session as reminder.
- Circular Distribution System and Read tracking System:** Important circular can be sent to the employees department wise. Circular reading track record could also be retrieved.
- Complaint Management System:** This system will allow to access the complaints received from the learners and reply them about the status of their complaint and the solution.
- Profile Management System:** Employers can now update their profile with experience details, workshops attended and project details and their publication details.



7. ONLINE ADMISSION PROCESS 2nd PHASE

- 16th August, 2018



IT Cell had taken steps to make the Admission Process Completely online. We successfully implemented the 2nd Phase of Online Admission process for all the programmes. The 2nd Phase Online Admission had started on **16th August, 2018** and ended on **20th October, 2018**. All total 10313 learners registered for various programmes from the entire state.

8. TELEPHONIC LEARNER SUPPORT

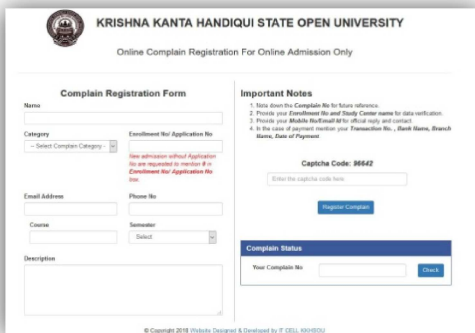
- 16th August, 2018

IT Cell started Telephonic and Email Support System to help the learners in resolving various issues that they had faced during Online Admission.



9. COMPLAINT REGISTRATION SYSTEM FOR ADMISSION

-16th August, 2018

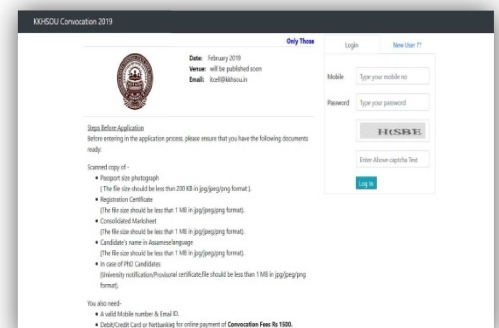


On **16th August, 2018** the complaint registration system for admission was released to help the learners in resolving various issues related to admission like subject combination, payment issue, course change etc. A learner can register a complain using his/her phone number through complain registration form. Our dedicated technical team on receiving the complain solved them in FIFO order. We had received 1227 complains out of which 1064 were solved and 163 were rejected.

10. ONLINE CONVOCATION SYSTEM

-5th Sept, 2018

Online application for Convocation was launched on **5th Sept, 2018**. A total 658 learners had successfully registered through online.

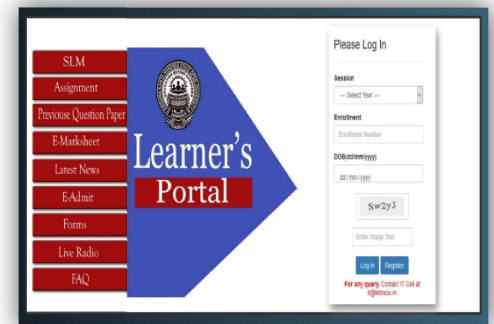


ENROLLMENT NO.	STANDARD	MARKS OBTAINED	REMARKS
NAME:	DEBENDRANATH BAY		
STUDY CENTER:	WOMEN'S COLLEGE, BHIMANAGAR		
EXAM DATE:	14 FEB 2018		
ENROLLMENT NO.	10010000000000000000		
COURSES APPEARED:			
COURSE	THEORY	30	C
THEORY	30	10	
GENERAL ENGLISH	100	80	
THEORY	30	24	C
THEORY	30	10	
POLITICAL SCIENCE	100	80	
THEORY	30	23	C
THEORY	30	14	
HISTORY OF INDIA	100	80	
THEORY	30	28	C
THEORY	30	10	
ASSIGNMENT	100	80	
ASSIGNMENT	400	140	170
TOTAL			
REMARKS			

On 8th OCT, 2018 we had successfully implemented the E-Mark sheet System to provide online mark sheet to the learners.

Learners' Portal Beta Version 2 was released on 2nd Nov, 2018 with a lot of new features added which are listed below:-

- Live Radio:** Learners can access KKHSOU Live Radio and hear the various programmes by our multimedia team.
- Feedback:** Learners can give their feedback, suggestion to us to serve them better.
- Event Videos:** Learners can access the Event videos of various Events organised by the University.
- Contact:** Learners can get the contact details of the officials of the respective departments of the University.
- UGC Recognition Document:** Learners can access the important documents related to recognition of University and the programmes run by it.
- Old Question Paper:** Previous years questions papers can be accessed by the learner in the Old Question Paper section.
- Project Guideline:** Project Guidelines provide important information and templates required to carry out Project/ Dissertation.
- Important Forms:** Learners can download the important forms like study centre transfer, bank challan, refund form, betterment form etc.
- Admit :** Learners can download the e-admit card online here.
- Ticket System:** Learner can submit ticket (complain) to the respective department regarding issues like admission, online payment, e-slm, e-mark sheet etc.
- E-Marksheet:** Learners can download their e-marksheet online.
- Youtube:** Learner can access the KKHSOU youtube channel containing tutorial and other information through videos.



13. MOBILE APP UPDATED

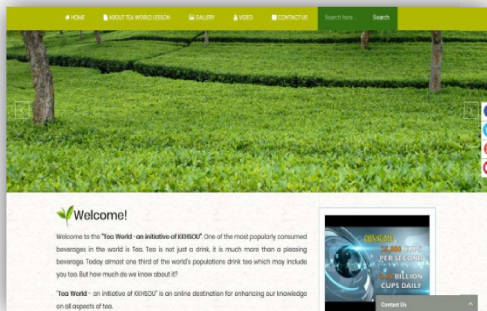
12th Dec, 2018

On **12th December, 2018** Mobile App was updated. Many New features have been added in the Mobile App like e-SLM, Programmes Details, subscribe for new admission alert etc.



14. TEA WORLD WEBSITE OFFICIALLY LAUNCHED

1st Jan, 2019

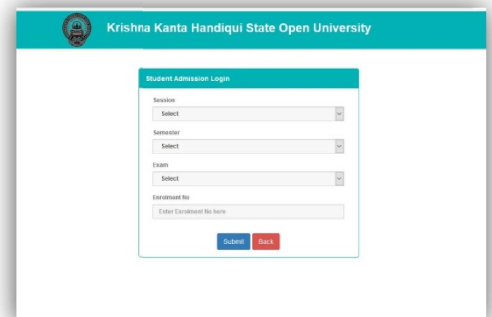


On **1st January, 2019** Tea World Website was launched. "Tea World - an initiative of KKHSOU" is an online destination for enhancing our knowledge on all aspects of tea.

15. PGDSM & PGDHRM ADMISSION

-21st Jan, 2019

On **21st January, 2019** online admission started for new course PGDSM and PGDHRM. The Online Admission was successfully done till **20th February, 2019**.



16. MASTER DEGREE 3rd AND PG/BACHELOR/ PG DIPLOMA E-ADMIT

-23rd Feb, 2019



On **23rd February, 2019** we have successfully released e-admit to MASTER DEGREE 3rd and PG/BACHELOR/PG DIPLOMA 1st Semester Learners.

On **20th March,2019** we had successfully published D.El.Ed 1st and 2nd Semester E-Mark sheet to all the learners.

ENROLLMENT NO.	EXAM	THEORY	HOME ASSIGNMENT	MARKS OBTAINED	REMARKS
17000016	GENERAL ENGLISH	100	35	135	C
	POLITICAL SCIENCE	100	35	135	C
	HISTORY OF INDIA	100	35	135	C
	ASSAMISE	100	35	135	C
TOTAL		400	140	540	
RESULT		CLEAR			

18. 4th SEMESTER ADMISSION STARTED FOR MASTER DEGREE

25th March,2019

On **25th March, 2019** we successfully started the online admission for Master Degree 4th Semester.

19. ADMISSION ALERT SYSTEM RELEASED

26th March,2019

On **26th March, 2019** Admission Alert System was released. Admission Alert System (AAS) is a web based system where the visitors of our website can register and submit their contact details to get alert message when new admission starts.

20. 2nd SEMESTER ADMISSION STARTED FOR PG/ DEGREE/DIPLOMA

8th April ,2019

On **8th April, 2019** we successfully started the online admission for Master Degree/Degree/ PG Diploma 2nd Semester Admission.

21. INTERNATIONAL CONFERENCE WEBSITE RELEASED

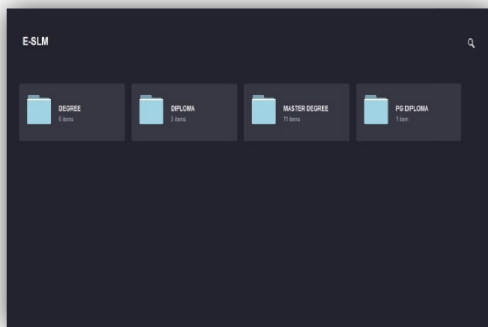
-18th April, 2019

On 18th April, 2019 we released the International Conference 2019 website to be held on December 20-21 of 2019.



22. 3rd PHASE E-SLM UPDATE

30th April, 2019



On 30th April, 2019 the 3rd phase E-SLM update is on process.

23. TECHNICAL SUPPORT

We provide the below mention technical support to all the employees of the University throughout the year:-

- 1) Hardware Support
- 2) Network Support
- 3) Software Support



24. REMOTE SUPPORT



Apart from technical support we also provide remote support to the Rani Campus as and when required.

UPCOMING PROJECTS by IT Cell within 2019

- KKHSOU Customized Payment Services (in Testing mode)
- Study Centre /Online Home Assignment Portal Development & Management (will launch from July 2019)
- LMS Implementation for KKHSOU Online Cell (in Testing phase)
- LMS Implementation for All KKHSOU Learners (Planning Phase)
 - We will convert our eSLM to new LMS based eSLM system
- Call Centre Establishment with IVRS Facility (Planning Phase, expecting to establish within ¾ month)

About IT Cell

The main functions of IT Cell are mentioned below –

1. Website Maintenance
 2. Customized Software Development & Maintenance
 3. Online Admission & Support
 4. Technical Telephonic Support to Learners/Study Centres during admission
 5. Network maintenance of KKHSOU
 6. End point Security / Network security implementation
 7. Database Backup
- Etc etc.

Staff Members

1. **MR BINOD DEKA,** M.Sc.(G.U), M.Tech (IITG)
Systems Analyst
Role:
 - Overall responsibility of IT Cell.
 - Implementation of new technology.
 - Dealing with NKN and other Govt Officials for implementing new IT policy/ infrastructure etc
2. **Mr. Surajit Sarma,** MSc IT, DOEACC B-Level
Programmer
Role:
 - Software Development
 - Website Maintenance etc
3. **Mr. Saurajyoti Sarma ,** BA with Computer Certification
Technical Assistant
Role:
 - Hardware maintenance
 - Network maintenance
 - Telephonic Support (Technical)
 - Data Entry (For Website related work)
4. **Mr. Biswadwip Deka, BCA**
Technical Assistant
Role:
 - Hardware maintenance
 - Telephonic Support (Technical)
 - Data Entry (For Website related work)
 - File/Record maintenance of IT Cell

Office of the Registrar
Krishna Kanta Handiqui State Open University
Patgaon :: Rani :: Guwahati -17

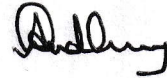
Ref. No. KKHSOU/REG/GEN/11/2009/212

Dated 30-09-2020

NOTIFICATION

In view of Admission in the session 2020-21, the following employees of the University are engaged as "Sikshartha Mitra" to help and provide the technical support to the candidates who visit our University City Centre for information and admission. The following employees of the University are engaged as "Sikshartha Mitra" and they will perform their duties under direct supervision of the office of the Dean, Study Centre. The employees are –

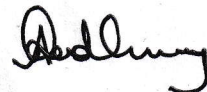
1. Manoj Kalita
2. Harculies Kachari
3. Ganesh Boro
4. Neelotpal Dutta
5. Pranjit Deka
6. Jayanta Deka



(Arupjyoti Choudhry)
Registrar

Copy to:-

1. Secretary to Vice Chancellor
2. Dean, Study Centre
3. Dean, i/c, Academic
4. Director, CIQA
5. Controller of Examinations
6. Directors, all schools
7. Finance Officer
8. Asstt. Regional Director i/c, Regional Centre Jorhat
9. System analyst for displaying in KKHSOU e Notice Board



(Arupjyoti Choudhry)
Registrar

Screenshots of Sikharthi Mitra (from our official Facebook group)

