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Secretary

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Nanjil Catholic College of Arts and Science, Kaliyakkavilai aims at developing College Automation system which covers Administration, Finance and Accounts, Student Admission and Support and Examination.

Following the decision of the board of management, the following services are going to be implemented through the software which helps in enabling enhanced interactional and utilization of resources, student-teacher communication, real-time information about students' attendance and management of resources through different modules.

Administration:

The college aims at bringing Biometric Information and Security to use biometric identification system for employee time keeping. Also the college aims to bring in automation system for e-governance which has lot of modules that help in administration of the college. The module titled Staff is of the services including staff profile, employee leave management, subject allotment, internals marks entry and timetable which help the staff to get academic information. The college also intends to automate the library with the help of the module library management which helps to maintain e-records of book withdrawal and return. It aims at implementing the module ID card generation that helps in generating ID cards for all staff and students. Along with that the college plans to activate the transport facility module through which the students can find the availability of transport services from college.

Finance and Accounts:

The college aims at providing the services like online payment of semester fee through net banking.

Student Admission and Support:

The college intends to bring e-governance in the area of Student Admission and Support. Following that decision Student Admission module in college automation system aims at helping the students to register for admission from their homes through the registration link and the management to gather basic details of applicants. The college plans to implement the Students module which consists of students' details, students' profile, course name with batch and subjects, attendance register, timetable, assignments, gallery and news which helps all the students to keep their academic details handy and to receive information and announcements from college. In addition to this the implementation of the module certificate generation is also planned which helps in generating certificates like Transfer certificate, Conduct certificate, Bonafide certificate for students and Experience and salary certificates for staff.

Examination:

The college seeks to implement the module titled Report Centre which helps in reporting course details, students and staff details, attendance, timetable and exam details. Through this module, the students can get the timetable of their examinations; know their internal mark details and assignment marks.

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