



Shree Chandulal Nanavati Women's Institute & Girls' High School's  
(Since 1947)

# MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to SNDT Women's University, Mumbai)

BEST COLLEGE (2018-2019)

Reaccredited with 'A' by NAAC for the 3rd Cycle (2016-2021)

Vallabhbal Road, Vile Parle (West), Mumbai-400 056. Contact: +91-22-4825 1722, 85915 90241

E-mail: mnwcollege@hotmail.com • Website: mnwc.edu.in

Chairman, Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

## Annual E-Governance Report 2018-19

The Report highlights the implementation of E-governance in the college administration beneficial to the staff, faculty and students

### The E-Governance review is discussed in Management Meeting,

- The administrative Staff works of Office Automation and Paperless Office through the use of DMS (Document Management System) streamline various tasks and facilitating the communication and track the records and resources.
- Barcode automation is used in the library's OPAC and computerized circulation systems. Library also maintains book collection, automate book issue, return of book and documentation like usage of books etc.
- Use of smart-classrooms and Google Class-room was incorporated in teaching-learning process. Projectors are installed in various rooms.
- Computers with internet facility is availability to staff and students.
- For Examination First year students question paper sets are uploaded on the management system by every faculty members.
- Generation of Student ID Card through the System which directly uses details from student admission data seamlessly.
- Use of Website to disseminate the information for stake holders.

**Dr. (Mrs.) Rajshree P. Trivedi**

**Principal**

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## Annual E-Governance Report 2019-20

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### The E-Governance review is discussed in Management Meeting,

- The administrative Staff works of Office Automation and Paperless Office through the use of DMS (Document Management System) streamline various tasks and facilitating the communication and track the records and resources.
- Barcode automation is used in the library's OPAC and computerized circulation systems. Library also maintains book collection, automate book issue, return of book and documentation like usage of books etc.
- Student Management Information system for Assigning division & roll no with Subject details, PRN Number and their personal information.
- E-Attendance System was carried out.
- For Examination First year students question paper sets are uploaded on the management system by every faculty members.
- Use of Website to disseminate the information for stake holders.

**Dr. (Mrs.) Rajshree P. Trivedi**  
**Principal**

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## Annual E-Governance Report 2020-21

The Report highlights the implementation of E-governance in the college administration beneficial to the staff, faculty and students

### The E-Governance review is discussed in Management Meeting,

- The college was physically closed due to the pandemic crisis. Every administrative task was completed online. Necessary modifications were incorporated for smooth functioning of institute right from admission process to examination to results.
- Online forms were created for admission process. Fee payment pathways were created.
- Zoom package was purchased and used for admission process and for hosting of online events.
- Use of Google classrooms by all departments were undertaken during this academic year.
- Google meet was used for teaching purposes and conducting online evaluations.
- For Examination First year students question paper sets are uploaded on the management system by every faculty members.
- Online Exam for First year students was managed.
- Entrance exam for MA Psychology students was conducted.
- Use of Website to disseminate the information for stake holders.

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

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Principal  
Dr. (Mrs.) Rajshree Trivedi

## Annual E-Governance Report 2021-22

The Report highlights the implementation of E-governance in the college administration beneficial to the staff, faculty and students

### The E-Governance review is discussed in Management Meeting,

- The college was physically closed due to the pandemic crisis. Every administrative task was completed online. Necessary modifications were incorporated for smooth functioning of institute right from admission process to examination to results.
- Online forms were created for admission process. Fee payment pathways were created.
- Zoom package was purchased and used for admission process and for hosting of online events.
- Use of Google classrooms by all departments were undertaken during this academic year.
- Google meet was used for teaching purposes.
- Under the Project SANNARI installation of Learning Management System was introduced for carrying out teaching-learning processes.
- For Examination First year students question paper sets are uploaded on the management system by every faculty members.
- Online Exam for First year students was managed.
- Online Transcript mechanism was initiated for the students.
- Use of Website to disseminate the information for stake holders.

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

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## Annual E-Governance Report 2022-23

The Report highlights the implementation of E-governance in the college administration beneficial to the staff, faculty and students

### The E-Governance review is discussed in Management Meeting,

- The administrative Staff use of DMS (Document Management System) helps in of streamline various tasks and facilitating the communication and track the records and resources.
- Barcode automation is used in the library's OPAC and computerized circulation systems. Library also maintains book collection, automate book issue, return of book and documentation like usage of books etc.
- Online forms were created for admission process. Fee payment pathways were created.
- Use of Google classrooms and Learning Management System by all departments were undertaken during this academic year.
- For Examination First year students question paper sets are uploaded on the management system by every faculty members.
- Use of Website to disseminate the information for stake holders.
- Introduction of ADMS (Activities Document Management System) and Online Hall booking facility was introduced.
- Online Hall Booking facility was initiated.

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

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