



Accredited by NAAC with Grade 'A+' Best Affiliated College-Goa University Silver Jubilee Year Award

E-GOVERNANCE – ADMINISTRATION

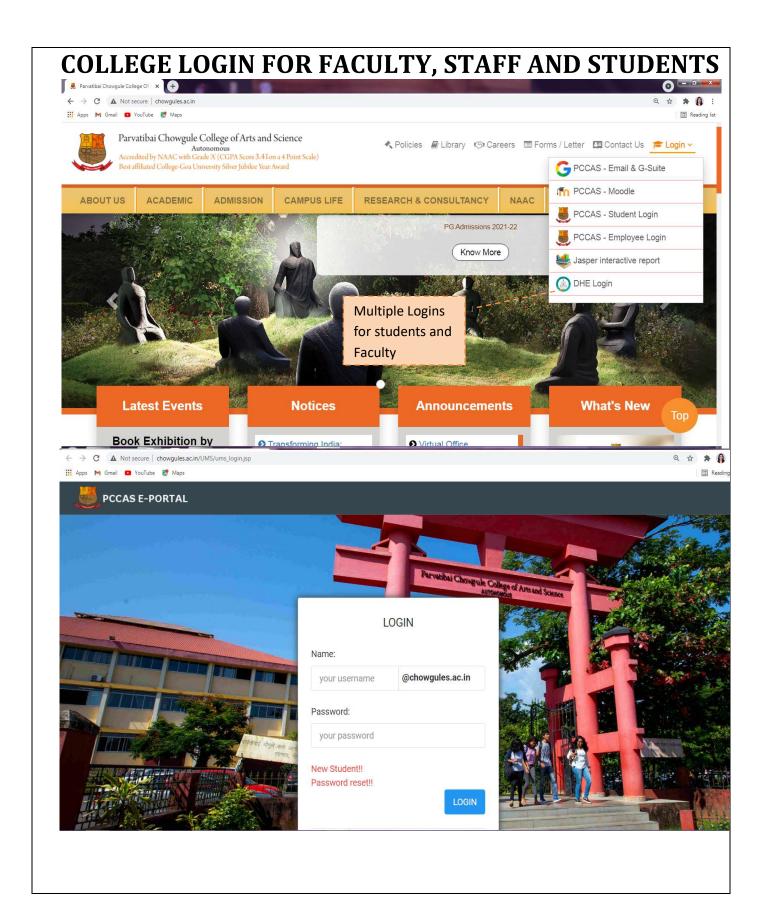
1.	Website – Main Communication System
2.	College login for Faculty, Staff and Students
3.	Students and Faculty forms
4.	Emails – College Specific
5.	E-Correspondences of Notices/ Circulars/ Announcements
6.	Departmental Portal
7.	Administration Portal
8.	Newsletters
9.	Library
10.	Moodle Platform -CLAAP
11.	Process to follow by HODs to assign courses to faculty
12.	Process for faculty to assign the students to the courses

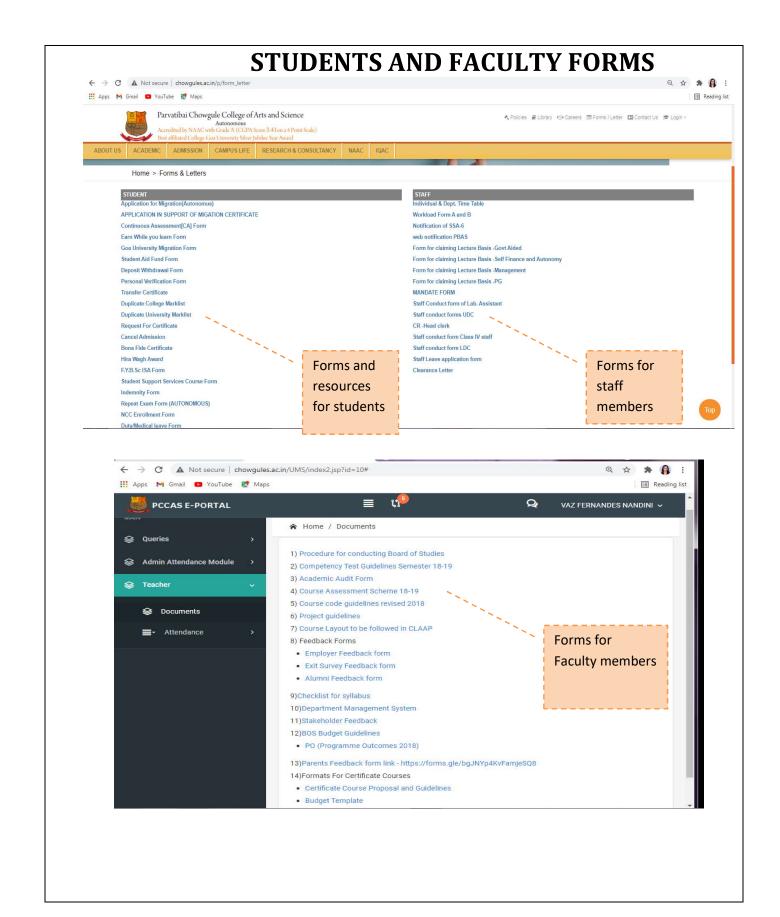
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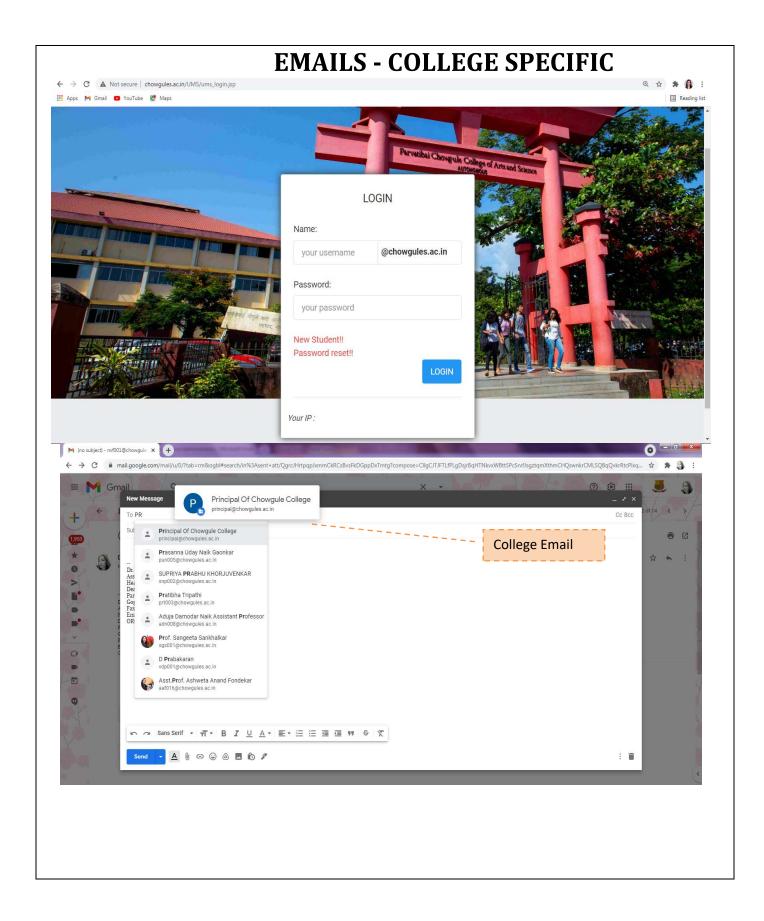












E- CORRESPONDENCES OF NOTICES/CIRCULARS/ANNOUNCEMENTS



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ADMINISTRATION PORTAL

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Transaction	# Academic Year	Roll No	Name		Contact No	Email	Status
	0 2022-23	2101158	SABINA KUTTYMON		7387670242	sab008@chowgules.ac	in Not Verified
Transfer Certificate	0 2022-23	2102265	FRENNON JESUS QUADR	OS	9890526342	fre001@chowgules.ac.	in Not Verified
Post Job	0 2022-23	2102266	DIVYA RAMCHANDRA PA	TLEKAR	8459932824	div005@chowgules.ac.	in Not Verified
Verify Students Documents	0 2022-23	2102267	JELCY MELINY SOUZA		8767385119	jel000@chowgules.ac.i	n Not Verified
Student Enrollment Detail	0 2022-23	2102268	STEZIA SALOME MIRANE		9921858400	ste006@chowgules.ac.	
	0 2022-23	2102269	PRERNA SITARAM KAMA	Т	7507021166	pre006@chowgules.ac.	
GEC Selection	0 2022-23	2102270	ELDRIDA COLACO	50	9922265691	eld002@chowgules.ac.	
SEC Selection	0 2022-23	2102271	LEANNE SHEA FERNAND		7385061828	lea002@chowgules.ac.	
Export Post Details	0 2022-23	2102273 2102274	SOHAM SIDHARTH DESS		7875245162 9373899584	soh004@chowgules.ac vel011@chowgules.ac.	
	0 2022-23	2102274	MASHWIN FERNANDES	v	7720815102	mas015@chowgules.ac	
	0 2022-23	2102275	REYA PATRA		9921880471	rey000@chowgules.ac.	
	0 2022-23	2102278	Neeyati Suresh Sawant		9970771466	nee000@chowgules.ac	
	0 2022-23	2102279	SPICA GAMA		7499163773	spi000@chowgules.ac.	
	0 2022-23	2102280	JIMENCY TREZA COLAC)	7620084876	jim000@chowgules.ac.	
	0 2022-23	2102281	ZAHEEDA PARVEEN SHA		9156103712	zah000@chowgules.ac	
	0 2022-23	2102282	ASHLESHA VINAY NAIK		8767068079	ash009@chowgules.ac	.in Not Verified

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News And Articles	Work with M	lotices(Admin)					 - 	+ ()	×
MAIN	#									^
Ø Daily Activities	# ID	TITLE	NOTICE TYPE	CREATED BY	MODIFIED BY	DEPARTMENT	EFFECTIVE FROM	EFFECTIVE TO	APPROVED	L
Work With Notice(Admin)	0 1150	TIMETABLE OF THE FIRST/THIRD/FIFTH SEMESTER END EXAMINATION OF THE BACHELOR OF VOCATIONAL (B.Voc.) PROGRAMME TO BE HELD IN THE MONTH OF NOVEMBER 2022	Notice	Das Abhiram Bijay		Examination	2022-10-27 01:00:00.0	2027-10-27 01:00:00.0	Y	
Daily Activities Work With Notice(Admin)	0 1149	List of Students who have completed the requisite credits of Post Graduate Diploma in Clinical Genetics & Medical Laboratory Techniques (P.G.D.C.G.M.L.T.) Programme. (A.Y. 2021-22)	Notice	Das Abhiram Bijay		Examination	2022-10-22 01:00:00.0	2027-10-27 01:00:00.0	Y	
	0 1142	P.G.D.C.G.M.L.T- Semester II Results June 2022 Examinations (A.Y. 2021-22)	Notice	Alokar Usha Chandrakant		Examination	2022-10-22 01:00:00.0	2027-10-22 01:00:00.0	Y	
	0 1141	Notice: B.A./B.Sc./B.Voc. Admission Year 2017-18 Students	Notice	Alokar Usha Chandrakant	Alokar Usha Chandrakant	Examination	2022-10-22 01:00:00.0	2027-10-22 01:00:00.0	Y	
	0 1140	TIMETABLE OF THE THIRD SEMESTER END EXAMINATION OF THE MASTER OF ARTS (M.A.) / SCIENCE (M.Sc.) PROGRAMME TO BE HELD IN THE MONTH OF NOVEMBER 2022	Notice	Barreto Cedric E		Examination	2022-10-21 01:00:00.0	2027-10-21 01:00:00.0	Y	
	0 1138	Holidays in the month of October 2022	Notice	Fernandes Reena A		Administration	2022-10-20 01:00:00.0	2023-10-01 01:00:00.0	Y	
	0 1136	14th D. D. Kosambi Festival of Ideas 2022	Notice	TAMSE SUVEENA S.	Das Abhiram Bijay	Administration	2022-10-18 01:00:00.0	2022-11-16 01:00:00.0	Y	
	0 1135	TIMETABLE OF THE FIRST SEMESTER END EXAMINATIONOF THE BACHELOR OF ARTS (BA)/ SCIENCE (BSc) PROGRAMME TO BE HELD IN THE MONTH OF NOVEMBER 2022	Notice	Barreto Cedric E	Barreto Cedric E	Examination	2022-10-17 01:00:00.0	2027-10-17 01:00:00.0	Y	
	0 1134	TIMETABLE OF THE THIRD SEMESTER END EXAMINATIONOF THE BACHELOR OF ARTS (BA)/ SCIENCE (BSc) PROGRAMME TO BE HELD IN THE MONTH OF NOVEMBER 2022	Notice	Barreto Cedric E	Alokar Usha Chandrakant	Examination	2022-10-17 01:00:00.0	2027-10-17 01:00:00.0	Y	

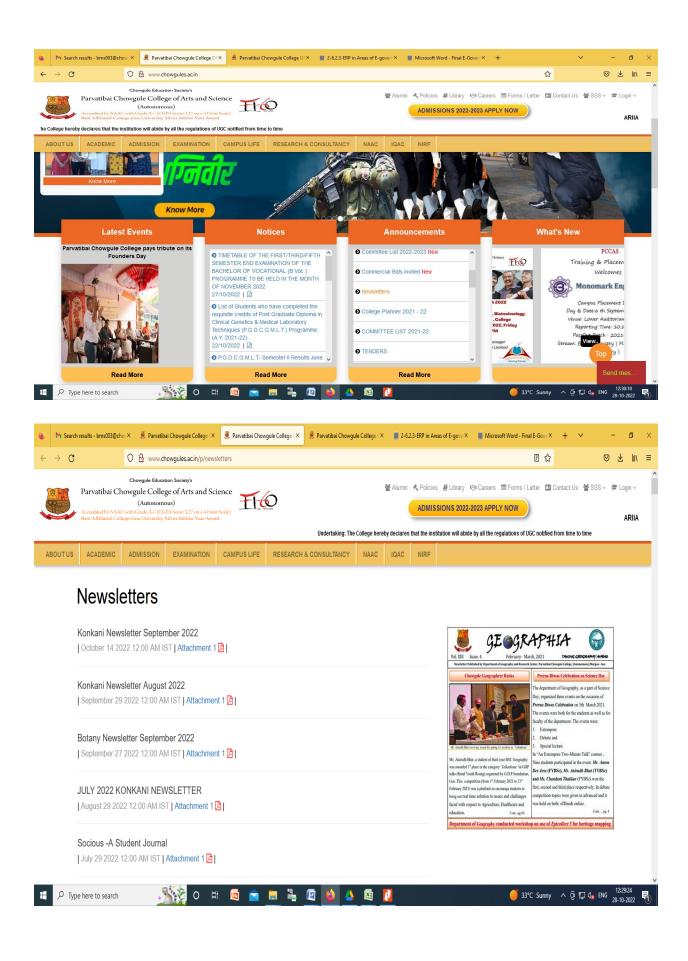
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😂 Teacher	~	A Home / Documents		
		1) Procedure for conducting Board of Studies		
Documents		2) Competency Test Guidelines Semester 18-19		
⊒ ▼ Attendance		3) Academic Audit Form		
	ŕ	4) Course Assessment Scheme 18-19		
Queries		5) Course code guidelines revised 2018		
Se Queries	,	6) Project guidelines		
S OFFICE - Administration		7) Course Layout to be followed in CLAAP		
•		8) Feedback Forms		
😂 Teacher	>	Employer Feedback form		
		Exit Survey Feedback form		
		Alumni Feedback form		
		9)Checklist for syllabus		
		10)Department Management System		
		11)Stakeholder Feedback		
		12)BOS Budget Guidelines		
		PO (Programme Outcomes 2018)		
		13)Parents Feedback form link - https://forms.gle/bgJNYp4KvFamjeSQ8		
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	0 1038935	823 / BER/Cha	Charlemagne Pursuit	English	Berry, Steve	508	2008	2022-10-19	Active
	0 1039502	581.88 / PUR/Bio	Biotechnology Fundamentals & applications	Biotechnology	Purohit, S	1048	2008	2022-10-19	Active
	0 1041084	574.87 / ALB.BRA	Essential cell biology	Biology	Albert & Others	0	0	2022-10-19	Active
	0 1038591	823 / NIF/Tim	Time Travelers wife	English	Niffenegger, Audrey	518	2005	2022-10-17	Issued
	0 1038914	550.954 / RAM.VAI	Geology of India Vol 1	Geology	Ramakrishnan,M & Vaidyanadhan, R.	0	2008	2022-10-15	Issued
	0 1041700	954.01 / KAP/His	History of Ancient India	History	Kapur,Kamlesh	0	2010	2022-10-12	Active

Feedback Management	Feedback Report				Х
MAIN	REPORT PARAMETER				
🏟 Reports	Teacher Name	All Teaching Staff		v	
Feedback Report	Academic Year	2022-23	v		
Daily Activities	Semester	Odd(1st;3rd;5th)	v		
Feedback			Get Details(Excel format) 🔶	Get Details(PDF format) 🔶	

Events_What's New	Events_Whats	New HISTORY			✓ - +	Q, 🕅	© - Ø X
MAIN	#						^
Daily Activities	# ID	TITLE	NOTICE TYPE	DEPARTMENT	EFFECTIVE FROM	EFFECTIVE TO	PUBLISHED
· /	0 81	Young Innovator's Fest	WhatsNew	Administration	2022-10-28	2100-10-19	Y
Events and What's New	0 80	Corruption free India for a developed Nation	WhatsNew	Administration	2022-10-28	2100-10-19	γ
Events and What's New	0 79	Institutional Innovation Council of Parvatibai Chowgule College in collaboration with BNI has organised a Workshop on Entrepreneurship and innovation	WhatsNew	Administration	2022-10-19	2100-10-19	γ
Baily Activities	0 78	Aging India	WhatsNew	Administration	2022-10-18	2100-10-18	Υ
	0 77	To be happy and the way I am	WhatsNew	Administration	2022-10-10	2100-10-10	Υ
Events and What's New	0 76	Parvatibai Chowgule College pays tribute on its Founders Day	Events	Administration	2022-10-06	2100-10-06	Υ
Events and What's New	0 73	Institutional Academic visit by Vidya Vikas School faculty members	Events	Administration	2022-09-26	2100-09-26	Υ
	0 72	Engineers Day on 15th September 2022	Events	Administration	2022-09-20	2100-09-20	Υ
	0 71	Scholarship Program 2022 batch	WhatsNew	Administration	2022-09-15	2100-09-15	Ν
	0 70	Scholarship Program 2022 batch	WhatsNew	Administration	2022-09-15	2100-09-15	Y
	0 69	CC@60- Cyclothon	Events	Administration	2022-09-08	2100-09-08	γ
	0 68	Campus Recruitment Drive for Monomark Engineering on 6th September 2022	WhatsNew	Administration	2022-09-05	2100-09-05	γ
	0 67	Independence Day Celebration	Events	Administration	2022-09-03	2100-09-03	γ
	0 66	IIC workshop proposal	WhatsNew	Administration	2022-08-27	2100-08-27	γ
	0 65	Breast Cancer Awareness cum Screening Drive	Events	Administration	2022-08-24	2100-08-24	γ
	0 64	Huddle Program 2022-23	Events	Administration	2022-08-17	2100-08-17	γ
	0 63	Movie screening	WhatsNew	Biotechnology	2022-08-13	2100-08-13	γ

Admission MENU	Counselling(Self	Finance) > Programmes / Courses				Search Menu v	Help & Support v
Views / Queries	#						
	PIN_NO	EMAIL_ID	FULL_NAME	APPLICATION_ID	PROGRAMME	SUBJECT	STATUS
Admission Details	22000183	ayeshaparveen1005@gmail.com	Ayesha Mohammed Rafiq	22/01566	Animation		account settlement pending
🛱 Daily Activities	0 22000691	aryangsurya@gmail.com	ARYAN GANESH SURYAWANSHI	22/02093	Animation		counselling-pending
Counseling(Self Finance	0 22001039	ayaanshaikhxc33@gmail.com	AYAAN U AHMED SHAIKH	22/02032	Animation		counselling-pending
oourooning(oon rinanoo	0 22000166	nabilanawaz2204@gmail.com	Nabila Benazeer	22/132	Animation		counselling-pending
	0 22000409	kpratiksha1707@gmail.com	pratiksha baswant nakade	22/406	Animation		counselling-pending
	0 22000647	crishastefnie84@gmail.com	CRISHA STEFFNIE VAS	22/718	Animation		counselling-pending
	O 22000758	fernandesmark204@gmail.com	Mark Francis Fernandes	22/02117	Animation		counselling-pending
	0 22000979	sohamdhuri234@gmail.com	Soham Anil Dhuri	22/02111	Animation		payment completed
	0 22000303	naiksangeeta778@gmail.com	Shruti Suhas Naik	22/247	B.Sc.	Biotechnology	account settlement pending
	0 22000061	oit@chowgules.ac.in	RAMESH KAMAT	22/01405	B.Sc.	Biochemistry	account settlement pending
	0 22000090	aganborges1234@gmail.com	AGAN BORGES	22/625	B.Sc.	Biochemistry	account settlement pending
	22000706	sadiyahkhan2004@gmail.com	SADIYAH KHAN	22/830	B.Sc.	Biochemistry	account settlement pending
	0 22000882	naikyash0890@gmail.com	YASH VINOD NAIK	22/01282	B.Sc.	Biotechnology	account settlement





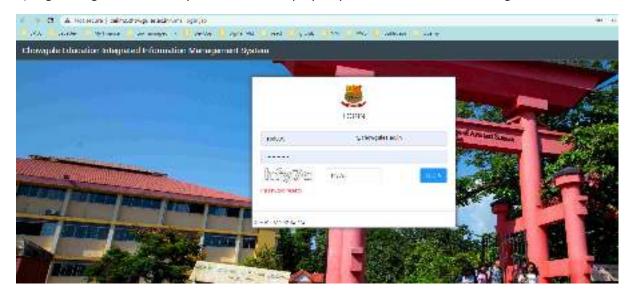
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PROCESS TO FOLLOW BY HODs TO ASSIGN COURSES TO FACULTY

1) Visit on website - http://www.chowgules.ac.in/ then click on "PCCAS- Employee Login"



2) Login using credentials. If you are a new employee, please contact HR for the login credentials.



3) if you are new user, system will prompt for reset password. Then re-login with new password

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4) Select "Classes/Attendance". If the module is not available, contact the OIT or drop an email to OIT for HOD right

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5) Select Admin Attendance module > Add /Assign Course

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6) Click on + New Assign& assign he course paper to the concerned faculty

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7) Fill all the information and just click on Save button.

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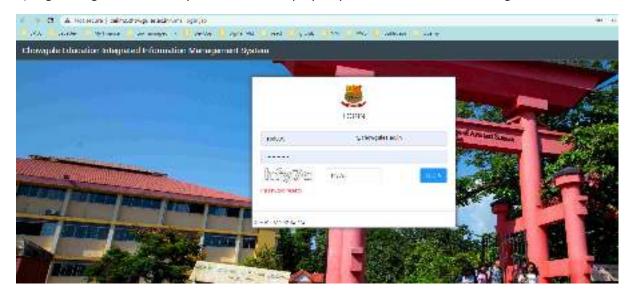
HODs Kindly note : Once the course is assigned to the faculty, please request the faculty to assignthe students to the courses

PROCESS FOR FACULTY TO ASSIGN THE STUDENTS TO THE COURSES

1) Visit on website - http://www.chowgules.ac.in/ then click on "PCCAS- Employee Login"



2) Login using credentials. If you are a new employee, please contact HR for the login credentials.



3) if you are new user, system will prompt for reset password. Then re-login with new password

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5) Students need to be manually assigned for the **Elective Course** by the concerned faculty. Please click on "Assign student" button.

(Note: All core / FC / GEC/ SEC courses are already assigned by OIT)

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6) Select the checkbox to assign the studentor deselect the checkbox to remove the student.

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7) Click on the print button to print the attendance sheet

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Sample attendance sheet

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2	2202823	VAIBHAVI SURENIJRA NAIK							
				Ra	Concel				

- 8) a) Aided faculty are requested to enter the attendance on DHE portal (not on college portal)
- b) Self finance faculty are requested to enter the attendance on college portal as follows:

Only For Self-financeFaculty

9) Add the attendance

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10) Read the note carefully then fill the attendance. You can add 5 days attendance at one time.

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11) You can view, delete, update attendance

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12) Generate the attendance report by clicking on "Generate Report" button

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