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## Chowgule Education Society's Parvatibai Chowgule College of Arts and Science Autonomous

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

# **E-GOVERNANCE – ADMINISTRATION**

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# **WEBSITE - MAIN COMMUNICATION**





## **COLLEGE LOGIN FOR FACULTY, STAFF AND STUDENTS**







# E-CORRESPONDANCES OF NOTICES/CIRCULARS/ANNOUNCEMENTS





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# **ADMINISTRATION PORTAL**

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Daily Activities	0 1735	TIMETABLE OF THE REPEAT SECOND/ FOURTH/ SIXTH SEMESTER EN EXAMINATION OF THE BACHELOR OF ARTS, SCIENCE & VOCATIONAL BSC /BVOC ) PROGRAMME TO BE HELD IN THE MONTH OF APRIL-MAY (A.Y. 2023-24)	D (BA/ Notice 2024	Barreto Cedric E	Barreto Cedric E	Examination	2024-03-19 01:00:00.0	2029-03-19 01:00:00.0	Y	
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	<ul> <li>1734</li> <li>1733</li> <li>1732</li> <li>1731</li> </ul>	THE FOLLOW THE SOURCE ON COMPLETENCE FORMINATION OF THE BACHELOR OF ARTS, SCIENCE & VOCATIONAL (BA/BSC/BVOC) PROGR. TO BE HELD IN THE MONTH OF APRIL-MAY 2024 (A.Y. 2023-24) TIMETABLE OF THE FOURTH SEMESTER END EXAMINATION OF THE BACHELOR OF ARTS, SCIENCE & VOCATIONAL (BA/BSC/BVOC) PROGR. TO BE HELD IN THE MONTH OF APRIL-MAY 2024 (A.Y. 2023-24) TIMETABLE OF THE SIXTH SEMESTER END EXAMINATION OF THE BAC OF ARTS, SCIENCE & VOCATIONAL (BA/BSC/BVOC) PROGRAMME TO B IN THE MONTH OF APRIL-MAY 2024 (A.Y. 2023-24) TIMETABLE OF THE FOURTH SEMESTER END EXAMINATION OF THE BAC OF ARTS, SCIENCE & VOCATIONAL (BA/BSC/BVOC) PROGRAMME TO B IN THE MONTH OF APRIL-MAY 2024 (A.Y. 2023-24) TIMETABLE OF THE FOURTH SEMESTER END EXAMINATION OF THE M OF ARTS (M.A.)/ SCIENCE (M.Sc.) PROGRAMME TO BE HELD IN THE M OF APRIL 2024	AMME Notice AMME Notice CHELOR E HELD Notice IASTER ONTH Notice	Barreto Cedric E Barreto Cedric E Barreto Cedric E Barreto Cedric E	Barreto Cedric E	Examination Examination Examination Examination	2024-03-19 01:00:00.0 2024-03-19 01:00:00.0 2024-03-19 01:00:00.0 2024-03-18 01:00:00.0	2029-03-19 01:00:00.0 2029-03-19 01:00:00.0 2029-03-19 01:00:00.0 2029-03-18 01:00:00.0	ү ү ү	

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🚱 Daily Activities 🗸 🗸 🗸	0 1736	Chhatrapati Shivaji Maharaj Chair in Leadership and Governance Lecture Series	Notice	Neha Umesh Sinai Kudchadkar		Administration	2024-03-23 01:00:00.0	2029-03-23 01:00:00.0	Y	
Work With Notice(Admin)	0 1735	TIMETABLE OF THE REPEAT SECOND/ FOURTH/ SIXTH SEMESTER END EXAMINATION OF THE BACHELOR OF ARTS, SCIENCE & VOCATIONAL (BA/ BSc /BVoc ) PROGRAMME TO BE HELD IN THE MONTH OF APRIL-MAY 2024 (A.Y. 2023-24)	Notice	Barreto Cedric E	Barreto Cedric E	Examination	2024-03-19 01:00:00.0	2029-03-19 01:00:00.0	Y	
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	0 1731	TIMETABLE OF THE FOURTH SEMESTER END EXAMINATION OF THE MASTER OF ARTS (M.A.)/ SCIENCE (M.Sc.) PROGRAMME TO BE HELD IN THE MONTH OF APRIL 2024	Notice	Barreto Cedric E		Examination	2024-03-18 01:00:00.0	2029-03-18 01:00:00.0	Y	
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## NEWSLETTERS



Chowgule Education Society's Parvatibai Chowgule College of Arts and Science (Autonomous) Accredited by NAAC with Grade As'

Best Affiliated College-Goa University Silver Jubilee Year Award

+9 Login ×

VOTER AWARENESS!! New

ABOUT ACADEMIC ADMISSION EXAMINATION CAMPUS LIFE MANDATES NIRF





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## PROCESS TO FOLLOW BY HODs TO ASSIGN COURSES TO FACULTY

#### 1) Visit on website - <u>http://www.chowgules.ac.in/</u> 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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Hey your password is n	not secure !! Please reset it now	
New Password	Eg:spcc@22	
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	Submit +	

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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Staff	Classes / Attendance	Fee Information	My Campus	Administration	News And Articles
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5) Select Admin Attendance module > Add /Assign Course

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6) Click on + New Assign& assignthe 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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Confirm Password		
	Submit 🌩	

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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Administration	News And Articles(Notice)	Classes / Attendance	My Library	Feedback Management	Tenders
血液 Admission	Accounts	Raise Complaints			

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

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Attendanc	e 🗸	ID	Acad Year	Program	Subjec	et Se	em	Course	Course Type	Div	Sub Type	Action						
My Courses		8139	2023-24	[7] B.Sc.	[15]Ma	thematics 3		[1778] Numerical Methods	[2] Elective		м	● Add	🗈 Assign student	Print	📳 Gen	erate Re	eport	
Update/View Attendance	/Delete	8140	2023-24	[7] B.Sc.	[15]Ma	thematics 3		[362] Number Theory I	[2] Elective		м	€ Add	🗈 Assign student	Print	🖪 Gen	erate Re	eport	
		8141	2023-24	[7] B.Sc.	[15]Ma	thematics 3		[1783] Mathematical Analysis II	[1] Core		м	● Add		Print	🖪 Gen	erate Re	eport	
😻 Quenes	,	8142	2023-24	[6] B.A.	[15]Ma	thematics 3		[1778] Numerical Methods	[2] Elective		м	€ Add	Assign student	Print	📳 Gen	erate Re	eport	
		8144	2023-24	[7] B.Sc.	[15]Ma	thematics 5		[1779] Metric Spaces	[2] Elective		м	€ Add	Assign student	Print	📳 Gen	erate Re	eport	
		8795	2023-24	[7] B.Sc.	[15]Ma	thematics 2		[354] Basic Real Analysis	[1] Core		м	● Add		Print	📳 Gen	erate Re	eport	
		9036	2023-24	[7] B.Sc.	[15]Ma	thematics 4		[1678] Advanced Analysis	[2] Elective		м	● Add	Assign student	Print	📳 Gen	erate Re	eport	
		9037	2023-24	[7] B.Sc.	[15]Ma	thematics 4		[1679] Number Theory-II	[2] Elective		м	€ Add	Assign student	Print	📳 Gen	erate Re	eport	

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

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

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		♠ Home / Subject Detail / Students		
	Teacher ~	Sr.No Roll No. Name	Mark to Assign	
	Se Documents	1 2202016 SARA HANUMANT CHOPDEKAR		
	➡- Attendance ~	2 2202023 VAIBHAVI SURENDRA NAIK	0	
		3 2202026 ANUSHKA TUKARAM NAIK	0	
	My Courses	4 2202027 ANURA AJAY KOMARPANT	0	
	Update/View/Delete	5 2202041 KAMESHWARI RAJESH WADDIKAR		
	Attendance	6 2202042 RACHEAL SHWETA FERNANDES	0	
	Content Management >	7 2202044 ANANYA ANANT CHODANKAR	0	
		8 2202051 OM GIRI KURPASKAR	0	
-	NAAC	9 2202056 TANISHA BARBOSA	0	
\$	Admin Attendance Module >	10 2202082 ELITA VALANKA SIQUEIRA		

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

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≡- Attendance ~	ID	Acad Year	Program	Subjec	st Sem	Course	Course Type D	Niv Sub Type	Action					
My Courses	8139	2023-24	[7] B.Sc.	[15]Ma	thematics 3	[1778] Numerical Methods	[2] Elective	м	● Add	I Assign student	Print	🔳 Generate Re	port	
Update/View/Delete Attendance	8140	2023-24	[7] B.Sc.	[15]Ma	thematics 3	[362] Number Theory I	[2] Elective	м	● Add	I Assign student	Print	💽 Generate Re	port	
<b>A a b</b>	8141	2023-24	[7] B.Sc.	[15]Ma	thematics 3	[1783] Mathematical Analysis II	[1] Core	М	🔁 Add		Print	📳 Generate Re	port	l
₩ Quenes >	8142	2023-24	[6] B.A.	[15]Ma	thematics 3	[1778] Numerical Methods	[2] Elective	м	● Add	Assign student	I Print	🗐 Generate Re	port	
	8144	2023-24	[7] B.Sc.	[15]Ma	thematics 5	[1779] Metric Spaces	[2] Elective	м	● Add	Assign student	Print	🗊 Generate Re	port	
	8795	2023-24	[7] B.Sc.	[15]Ma	thematics 2	[354] Basic Real Analysis	[ 1 ] Core	м	● Add		Print	🗊 Generate Re	port	l
	9036	2023-24	[7] B.Sc.	[15]Ma	thematics 4	[1678] Advanced Analysis	[2] Elective	м	● Add	I Assign student	🗊 Print	🔳 Generate Re	port	
	9037	2023-24	[7] B.Sc.	[15]Ma	thematics 4	[1679] Number Theory-II	[2] Elective	м	€ Add	Assign student	Print	📳 Generate Re	port	

### Sample attendance sheet

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				Chowgu	Ile Education Sc	ciety's					
		P A B	arvatibai C ccredited by NA est Affiliated Co	Chowgule (Au AC with Grade ollege-Goa Ur	College of itonomous) e 'A+' (CGPA Sco niversity Silver	Arts and S ore 3.27 on a 4 Poi Jubilee Year Awa	cience int Scale) ard	EI-60	)		
Acader	mic Year : 20 t : Mathema	023-24 Programme	: B.Sc. mber Theory-II		Semester : 4 Course Type :	Flective	Division : Instructor	Dr. Chitra Mekoth			
Sr.No	Roll No.	Name	moti Theory II		Date	Date I	Date 1	Date	Date	Date	,
					Time	Time 7	Time 1	Time	Time	Tim	e
1	2202047	SHREYASH DEVIDAS GAONKAR									
2	2202114	SARA KRITI MARIE PAES									
3	2202116	PRANJALI LAXMAN PRABHU USGAONKAH	ર								
4	2202127	ANISH PRAVIN PRABHU KONKAR									
					Print Cancel						

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

bccas e-portal			≡ 11 <sup>9</sup>						Q Dr. Chitra Mel	koth
	A Ho	ne / Subje	ct Detail / Students							
穿 Teacher	~									
😂 Documents	Note	Please Ch	cck mark only those who are "Absent"							
➡- Attendance	~ Acad	lemic Year :	2023-24 Programme :	B.Sc.	Semes	ter : 4	Division :			
My Courses	Subj	ect : Mathen	natics Course : Num	ber Theory-II	Course	Type : Elective	Instructo			
Update/View/Delete Attendance	Sr.N	Roll No.	Name	Date dd-mm-yyyy	Date Date dd-mm-yyyy		Date Date dd-mm-yyyy		Date dd-mm-yyyy	
Queries	>			Time choose 🗸	Time choose 🗸	Time choose v	Time choose 🗸	Time choose 🗸	Time choose 🗸	
	1	2202047	SHREYASH DEVIDAS GAONKAR							
	2	2202114	SARA KRITI MARIE PAES							
	3	2202116	PRANJALI LAXMAN PRABHU USGAONKAR							
	4	2202127	ANISH PRAVIN PRABHU KONKAR							

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

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	🕱 Hom	e / Subjec	t Detail / Students								
😂 Teacher 🗸 🗸 🗸	_										
😂 Documents	Note:	Please Che	ck mark only those who are "Absent"								
➡- Attendance ✓	Acade	mic Year : 2	2023-24 Programme :	B.Sc.	Semes	ter : 4	Division :				
My Courses	Subje	t : Mathem	atics Course : Nun	nber Theory-II	Course	Type : Elective	tive Instructor : Dr. Chitra Mekoth				
Update/View/Delete Attendance	Sr.No	Roll No.	Name	Date dd-mm-yyyy 🗖	Date dd-mm-yyyy 🗂	Date dd-mm-yyyy 🗂	Date dd-mm-yyyy 🗖	Date dd-mm-yyyy 🖽	Da dd-mm-y	ate yyy 🗖	
				Time choose 🗸	Time choose 🗸	Time choose 🗸	Time choose 🗸	Time choose 🗸	Tir	me 🗸	
	1	2202047	SHREYASH DEVIDAS GAONKAR						0		
	2	2202114	SARA KRITI MARIE PAES						C		
	3	2202116	PRANJALI LAXMAN PRABHU USGAONKAR						C		
	4	2202127	ANISH PRAVIN PRABHU KONKAR						0		
					Save Attendance	ancel					

### 11) You can view, delete, update attendance

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MAIN	<b>6</b> H	ome / Subje	ct Detail / Students						
😂 Teacher	~								
😂 Documents	Not	e: Please Che	ck mark only those who are "Absent"						
	~ Act	ademic Year : :	2023-24 Programme :	B.Sc.	Semes	ter : 4	Division :		
My Courses	Sul	oject : Mathen	natics Course : Nun	nber Theory-II	Course	Type : Elective	Instructor	: Dr. Chitra Mekoth	
Update/View/Delete Attendance	Sr.	No Roll No.	Name	Date dd-mm-yyyy □	Date dd-mm-yyyy □	Date dd-mm-yyyy 🗖	Date dd-mm-yyyy 🗖	Date dd-mm-yyyy 🗖	Date dd-mm-yyyy □
😂 Queries	<b>&gt;</b>			Time choose V	Time choose 🗸	Time choose v	Time choose 🗸	Time choose 🗸	Time choose V
	1	2202047	SHREYASH DEVIDAS GAONKAR						
	2	2202114	SARA KRITI MARIE PAES						
	3	2202116	PRANJALI LAXMAN PRABHU USGAONKAR						
	4	2202127	ANISH PRAVIN PRABHU KONKAR						
					Save Attendance Ca	incel			

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Socuments	Filter:	Type t	o filter	Q								Sh	IOW: 10 ×	
➡ Attendance v My Courses	Sr.Nø	Sheet No.	Acad Year 🗘	Paper Id	^ V	Program	^ V	Semester	Class Date/Mon(th	Class Time	🗘 Course Type 🗘 Actio	1	Ŷ	
Update/View/Delete	1	70710	2022-23	[1676] [MAT-II.C-4] [Mathematical Analysis]		[7] B.Sc.		2	05/01/2023	9.30-10.30	Core 🗮 🗸			
Attendance	2	70709	2022-23	[1676] [MAT-II.C-4] [Mathematical Analysis]		[7] B.Sc.		2	03/01/2023	8.30-9.30	View Attendance De			
Queries →	3	70708	2022-23	[1835] [MAT-VI.E-19] [Operations Research -II ]		[6] B.A.		6	04/01/2023	9.30-10.30	Update Attendance			
	4	70707	2022-23	[1835] [MAT-VI.E-19] [Operations Research -II ]		[6] B.A.		6	04/01/2023	10.30-11.30	Elective 🗮 🗸			
	5	70706	2022-23	[1835] [MAT-VI.E-19] [Operations Research -II ]		[6] B.A.		6	05/01/2023	12.00-13.00	Elective 🗮 🗸			
	6	70705	2022-23	[1835] [MAT-VI.E-19] [Operations Research -II ]		[6] B.A.		6	03/01/2023	9.30-10.30	Elective 🗮 🗸			

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

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	¥	ID	Acad Year	Program	Subject	t S	Sem	Course	Course Type	Div	Sub Type	Action				
My Courses		8139	2023-24	[7] B.Sc.	[15]Mat	hematics 3		[1778] Numerical Methods	[2] Elective		м	🕂 Add	🖪 Assign student	🔊 Print	🖪 Generate Rep	vort
Update/View/Delete Attendance		8140	2023-24	[7] B.Sc.	[15]Mat	hematics 3		[362] Number Theory I	[2] Elective		м	€ Add	📳 Assign student	🔊 Print	📳 Generate Rep	vort
		8141	2023-24	[7] B.Sc.	[15]Mat	hematics 3		[1783] Mathematical Analysis II	[1] Core		м	€ Add		Print	📳 Generate Rep	vort
😂 Queries	>	8142	2023-24	[6] B.A.	[15]Mat	hematics 3		[1778] Numerical Methods	[2] Elective		м	• Add	🖪 Assign student	🔊 Print	📳 Generate Rep	vort
		8144	2023-24	[7] B.Sc.	[15]Mat	hematics 5		[1779] Metric Spaces	[2] Elective		М	€ Add	🖪 Assign student	Print 🛛	📳 Generate Rep	vort
		8795	2023-24	[7] B.Sc.	[15]Mat	hematics 2		[354] Basic Real Analysis	[1] Core		М	🔁 Add		Print	📳 Generate Rep	vort
		9036	2023-24	[7] B.Sc.	[15]Mat	hematics 4		[1678] Advanced Analysis	[2] Elective		М	€ Add	🖪 Assign student	Print	🖪 Generate Rep	Jort
		9037	2023-24	[7] B.Sc.	[15]Mat	hematics 4		[1679] Number Theory-II	[2] Elective		М	€ Add	🖪 Assign student	🔊 Print	🖪 Generate Rep	uort 🗸