

**Title: Automation of Data Pooling as per NAAC RAF**

Documenting Data and the corresponding evidences as per the NAAC RAF is the most vital part of the preparatory process of NAAC in any institution. A proper way of pooling this information from various departments and sub units through a Software Application is one of the major contributing factors for the success of the institution in scoring the highest grade. Many institutions of Higher Education find this task most arduous as it involves a tremendous amount of technical expertise, planning and execution. St. Joseph's college had been collecting and collating data based on the old manual of NAAC, and when the new manual of NAAC SSR was released, the college explored the possibilities of getting a third party software, but rejected the idea as there was an in-House development team to take up this work. So, the IQAC of the college requested our in-house ERP team to develop its own Management Information Software (MIS) or Data Pooling Application to collect data as per the requirements of NAAC

The Management Information Software, named the NAAC SSR Data Entry Portal, indigenously developed by our in-house ERP Team, was a user friendly Three-Tier Web application interface that was developed in PHP as front-end software and ORACLE as back-end database application which was executed from XAMPP server. The user interface and database design was taken care by the technical team of IQAC and the development part is handled by the ERP team. Necessary authentication and authorisation features were in-built into the application. The application was developed in a very short span of time and was thoroughly tested by the technical team of IQAC before its launch to the departments. The MIS solved the problem of collecting data in excel format, as collection and collation of data in excel formats proved to be strenuous, and at times, ineffective. It reduced half of the data verification work of the IQAC.

The NAAC SSR Data Entry Portal facilitated pooling of data from the departments on the 7 criterions of NAAC and generation of institutional reports and importing the same to excel data templates as required by NAAC. The application collects the uploaded documents and systematically groups them into a planned directory structure with a flawless File Naming system that helped the IQAC in organising the documents into a proper structure. The application incorporates proper checks and balances for the departments to verify their data with evidences before they actually submit it to IQAC. The Portal was accessed by using the URL: <http://ssr.sjctni.edu>. The IQAC gave presentations to the Micro Quality Circle Members (MQCs)

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of the various departments on the way the MIS was to be accessed and put to optimum use, and offered restricted access to the MIS to the Heads, Coordinators and MQC members of the departments. Though the Portal came into use from 1<sup>st</sup> July 2017, the portal was put into effective use in the academic year 2018-2019.