

Yes, the institution has adopted Office Automation software for keeping office records. All students' records from admission to examination are maintained. Students' data( class-wise, subject wise, category-wise) can be generated. Learning certificates for free bus pass scheme, Bona fide certificates, Character Certificates and Transfer Certificates are issued through the MIS data. The system is used for generating fee receipts (students-wise, head-wise,date-wise) admission fee summary report. Information of students with/without fees concession can be generated. Employees' records in form of biometrics attendance are stored.

MIS has reduced the workload on the administrative staff by providing quick access to data on any student or a group of students which can be filtered and arranged according to requirement with a few clicks. Apart from this it gives exact status of admitted and vacant seats of any class.

Using Tally 7.2, all accounting data is stored and generated.

Using Lib. Software, the library is fully automated. Barcode system is also available. The library staff issue books, journals, periodicals and provide access to electronic resources to the students, faculty and staff members.