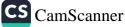
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## Gramodaya Yugakabi Siddhicharan Campus Gamnang, Okhaldhunga

# **Blueprint Plan for Digitization and Connectivity**

This blueprint plan describes various aspects of planning and implementation of digitization and connectivity projects in Gramodaya Yugakabi Siddhicharan Campus Campus, Gamnang, Okhaldhunga

#### 1. Goals and Objectives

Plan of Digitization and Connectivity has the following goals and objectives:

Goal 1: Improve Campus Digital Services	Objective 1: Ensure fast and reliable internet access for students and staff, enabling them to use online resources without disruptions.		
	Objective 2: Develop a user-friendly website that provides easy access to campus information, announcements, and resources.		
Goal 2: Streamline Education Management	Objective 3: Create an Education Management Information System (EMIS) to make administrative tasks such as student data management more efficient, and secure, and utilize it for decision-making.		
	Objective 4: Develop and manage an online library with a wide range of digital learning materials for students and faculty.		
	Objective 5: Implement virtual classrooms to support remote learning and provide training for faculty members as well as non-teaching staff to use them effectively.		

#### 2. Scope

The scope of this plan is limited to the development of digitization and digital technologies for Gramodaya Yugakabi Campus, Gamnang in keeping with UGC guidelines.

#### 3. Milestones and deliverables

When implemented, this plan will deliver the following milestones and targets/results :

Milestones	Deliverables
Internet Connection Set up	<ul> <li>Broadband Internet Connection on campus</li> <li>Setup Wi-Fi zone</li> <li>Data package subscription to students.</li> </ul>
EMIS System Implemented	<ul> <li>Develop EMIS, including admission, account, and exam.</li> <li>Regular updates and EMIS reporting to UGC and TU</li> </ul>

Website development and management	<ul><li>Develop and operate websites.</li><li>Regular updates and dissemination of information</li></ul>			
Online Library Developed	<ul> <li>Develop and implement campus e-library system/access to other online libraries</li> <li>Digitize campus resources.</li> </ul>			
Virtual Classrooms Set Up	• Set up a virtual learning environment using MS Teams. Conduct remote and virtual classes from home and abroad including collaborative guest lectures from (inter)national guest experts/professors			

#### 4. Implementation Schedule/Timeline

The following activities will be completed on a phase-wise, short-term, mid-term, and long-term plan. The timeline will be defined on the detailed plan.

Activities/Tasks	Short term	Midterm	Long-term
Broadband Internet Connection on campus			
Setup Wi-Fi zone			
Data package subscription to students.	У		
Develop EMIS, including admission, account, and exam		У	
Regular updates and EMIS reporting to UGC and TU		У	
Develop and operate websites		У	у
Regular updates and dissemination of information		У	у
Develop Campus E-library System and arrange access to other online libraries		у	
Develop a digital reading environment and digitalize campus resources.			у
Setup a virtual learning environment using MS Teams			
Conduct remote and virtual classes from home or abroad including collaborative guest lectures through (inter)national guest experts/professors		У	у

#### 5. Budget

The institution digitization plan's anticipated expenses are preliminary; comprehensive budgets will be determined throughout implementation. The cost will include hardware, software, staff, training, infrastructure improvements, and upkeep.

Sources of funding include collaborations with external organizations, UGC grants, alumni and charitable assistance, and cost-sharing with local municipalities and government agencies. This

method will be carefully designed to achieve the plan's objectives and achievements financially and effectively via grant applications, partnership proposals, or fundraising initiatives.

#### 6. Stakeholder roles and responsibilities

This document is only the blueprint of the digitalization policy and planning. For the detailed plan, implementation, and continuous improvement of the digitalization process, the campus will follow the following steps:

- Initial Planning and Stakeholder Identification: it defines the campus digitization and connection project's scope, objectives, and aims.
- Needs Assessment: Survey, interview, and workshop stakeholders to determine their requirements and expectations.
- Assess Technology and selection: Assess network, hardware, and software capabilities of the IT infrastructure. This may involve Wi-Fi expansion, digital classrooms, campus-wide network enhancements, and security.
- Cost Estimation: Consult IT professionals and contractors to estimate modification costs.
- Consultation/Approval: Present the blueprint and cost estimates to stakeholders, gather input, and adjust the plan as needed. Explain the updated plan's advantages and cost-effectiveness to the committee for project approval.
- Project Management and Implementation: Work closely with technology suppliers, contractors, and project managers to implement the agreed strategy. Implement infrastructure and technological upgrades as planned.
- Continuous Monitoring and Improvement: Assess the new infrastructure and technology's performance. Resolve concerns quickly. Look for ways to enhance and expand digitalization and connection.

### 8. Monitoring and Evaluation Mechanism

Digitalization and connectivity on campus are revolutionary and demand strong M&E. A strong campus digitalization M&E system comprises defined, quantifiable goals and objectives, data gathering, continual assessment of digital infrastructure, software, user happiness, and stakeholder input. To adapt digitalization initiatives to changing demands and problems, the M&E system should enable fast modifications. M&E is a tool for supervision, innovation, and improvement, and it is the key to the campus's digital transformation.