

Annual Report 2020-21
Website Management Committee
Shaheed Bhagat Singh Evening College

An accessible and approachable website is vital for any institution in the present era. In case of educational institution, it becomes all the more crucial as they need to provide information for existing and prospective students, their parents, faculties and alumni. They often need to include reams of information in a way that makes everything easy to explore, especially when online communication has become very important during the pandemic. With commencement of the new academic session 2020-21, the consequences that pandemic brought with it led to the shutdown of colleges and institutions worldwide in the physical mode. This increased the dependency of the educational institutions, existing and new students more on the internet for imparting and extracting the needed information. Therefore, to meet the new challenges the need for revamping the existing website was envisaged. The already active Website Management Committee was, therefore, expanded to refurbish the website of the college.

In October 2020, revamping of the website was officially approved and the Website Management Committee was constituted with Dr Amit Soni as Convenor and Ms Savita Kiran as Co-Convenor. We approached Dr Anupama M Hasija, a senior colleague to be a member of this committee and she readily gave the consent to share her experience and expertise for the work at hand. Senior System Administrator (SSA) of the college Mr Chirag Malik, as might be expected, is an integral part of the work. We have also been consulting the principal, Prof Sudhir Kumar Sinha who has been a guiding force behind this project. His enthusiasm, guidance and trust in the team has been inspirational.

The core team was formed consisting of these three faculty members, SSA and five student volunteers Aryan Raj, Ankit Mishra, Ayush Sharma, Ashmita Verma and Pranjal Shrivastava who had shown keen interest in the work. The team prepared a design for the new website after careful deliberations. Wireframe for each page was designed and tabs and subtabs for the entire website were determined.

After this initial work was done and the vendor was finalized, the humongous task of collecting data was addressed. For this, WMC collaborated with the HoDs of various departments and a liaison officer was appointed from each department to ensure the availability of required departmental information in a time-bound manner. Dr Amrita Kaur, Dr Amit Soni, Dr Anupama M. Hasija, Mr Jeetendra Kumar, Ms Savita Kiran, Dr Suman Swami, Mr Pankaj Bahot and Dr Anil Kumar from Department of Commerce, Economics, Geography, Political Science, English, Hindi, History and Physical Education respectively were the liaison officers. Ms. Shivali Veen and Ms. Suzanee Malhotra coordinated with Dr Amrita Kaur to provide the information related to the

department of Commerce. Along with that, an editorial board consisting of faculty members Ms Pooja Sharma, Ms Tina Borah and Ms Shuchita Tripathi and existing students from various departments with lateral entry of Himanshu Chauhan, 3rd Year was formed to look after the content of the website. By January 2021, the wireframes were developed and the work for content of each section began. Additionally, data gathering, compilation and categorization that the process of revamping the website has involved would contribute towards **NAAC Accreditation**.

Despite the roadblocks that the health crisis of the present time has brought, the target is believed to be achieved before the beginning of the new session.

Dr Amit Soni
Convenor
Website Management Committee