Govt of Assam
Office of the Principal
Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya
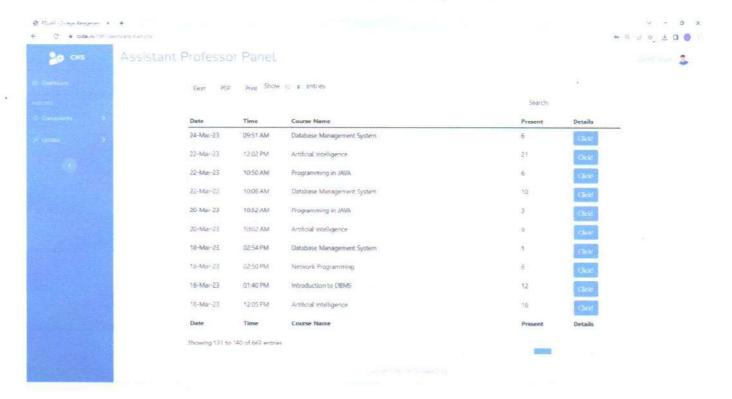### Dalgaon :: Darrang :: Assam
Estd – 2017
email – hazarika.lp@gmail.com/pduamdalgaon@gmail.com
visit us at : www.pdduamdalgaon.in

Best Practice II

Online Attendance System

Objectives: The objectives of the practice are—

i)   To provide a digital platform to record student class attendance.
ii) To bring transparency in the record of student's attendance.
iii) To reduce the use of paper through the use of digital system.
iv) To assist the parents to keep vigil on the attendance of their wards.
v)   To provide mechanism for online attendance report generation.

The Context:

With the rapid advancements in ICT, most manual day-to-days task in various organizations are automated. One such repetitive task is to record attendance of students in colleges and schools which is still carried out manually and maintained in register books. The manual recording of student attendance leads to unnecessary wastage of papers, as they are left unused after the end of a semester. And over the years can lead to storage issues. Addressing the global need to reduce the use of papers, PDUAM, Dalgaon resolved to go paperless in recording student attendance online using a software indigenously developed by the college. This software is being used by the teachers to record the class attendance during the class using hand-held devices like smartphones. On the other hand, student can monitor to their attendance in all the courses enrolled by the student.

Further, the guardian of the students can check or keep track of the attendance of his/her children. Further, the software will help the teachers in automated generation of attendance reports for a particular class. Another beneficial aspect of the attendance system is that the teachers can save details of the topic discussed in that class for which the attendance is recorded. Overall, the online attendance system is a very crucial system required for any institution and it is considered as a best practice of our college. Also, the college authority can monitor the attendance of the students and teachers' activity.

The Practice:

- The online attendance system is made available for the students, teacher and guardians through link www.cpdal.in from October, 2021.
- The teachers have been recording attendance of the students in the online portal.
- The students and guardians are given access to attendance record through login ID and password.
- Monitoring of attendance record is carried out periodically by teachers.

Evidence of success and problem encountered:

- The practice also reduces paperwork and is quite convenient for keeping records.
- It helps in saving the time of maintaining manual attendance.
- It has increased transparency in the attendance recording process.
- Guardians have reported their use of the system to track their wards' attendance.
- The students can also easily keep track of their own attendance and reduce the task of manual verification of attendance.
- The system enable participation of all four major components of academic activities of the college i.e., Principal, teachers, students and guardians.
- Though this practice has greatly benefitted the teaching-learning community, the inadequacy of good internet connectivity stands as a barrier in the continuation of the practice.

Principal,
PDUAM, Dalgaon