SMART INDIA HACKATHON 2022

भारतीय सांस्कृतिक सम्बंध परिषद
Indian Council For Cultural Relations

**Ministry/ Organisation Name/Students Innovation:**

Indian Council for Cultural Relations (ICCR).

**PS Code :** RK796

**Problem Statement Title :**

Online Monitoring and Evaluation System for ICCR's Regional Offices(ROs)?

**Team Name :** Team Culture

**Team Leader Name :** Anujkumar Yadav

**College Code :** C-58531

**Institute Name :** Bajaj Institute of Technology, Wardha

**Theme Name :** Smart Automation

**Objectives:**

- Monitor all activities of ICCR's Regional Offices and evaluate their performances on real-time basis.
- Look after the interest of foreign students studying in various states of India.
- Keep track of Monetary Information spent on students and other establishment expenditure.
- Develop mechanism to coordinate with local cultural and educational organizations and the State Government for carrying out ICCR's mandate of activities.

# Proposed Solution:

1. A web portal will be developed for Indian Council for Cultural Relations (ICCR Head Quarter) providing a dashboard and options to **manage Regional Offices and evaluate their activities** based on certain parameters.
2. ICCR RO's (Regional Offices) will be provided with a dashboard to **schedule/plan activities**, **upload reports** for the activities/events conducted (photos, videos, attendance and feedback), **manage students** (stipends, claims, HRA etc.), handle their grievances etc. and **upload Financial information** required for audit of an event etc.
3. A **star rating mechanism** is **proposed** to **rate the performance of RO's** based on parameters of **events conduction**, **international students feedback** for the facilities provided and **local participants feedback** for the events conducted along with detailed expenditure report.
4. Facility of generating **the monthly activity report** based on activities submitted and **automatic updation of social media accounts** (using social media API's) will be provided to avoid duplication of work for better reach of the activities conducted.
5. Regional Offices will be able to **generate feedback form links** for sharing it amongst participants of events conducted to better improve upon the quality of events.
6. Portal will showcase all upcoming activities of all Regional Offices of ICCR, for publicizing the events amongst the masses and ensure participation from all stakeholders
7. Web Dashboard for Near Real-time Analytics of events will be provided to ICCR consisting of information like participation, outreach, expenditure information.

# Regional Office Functioning

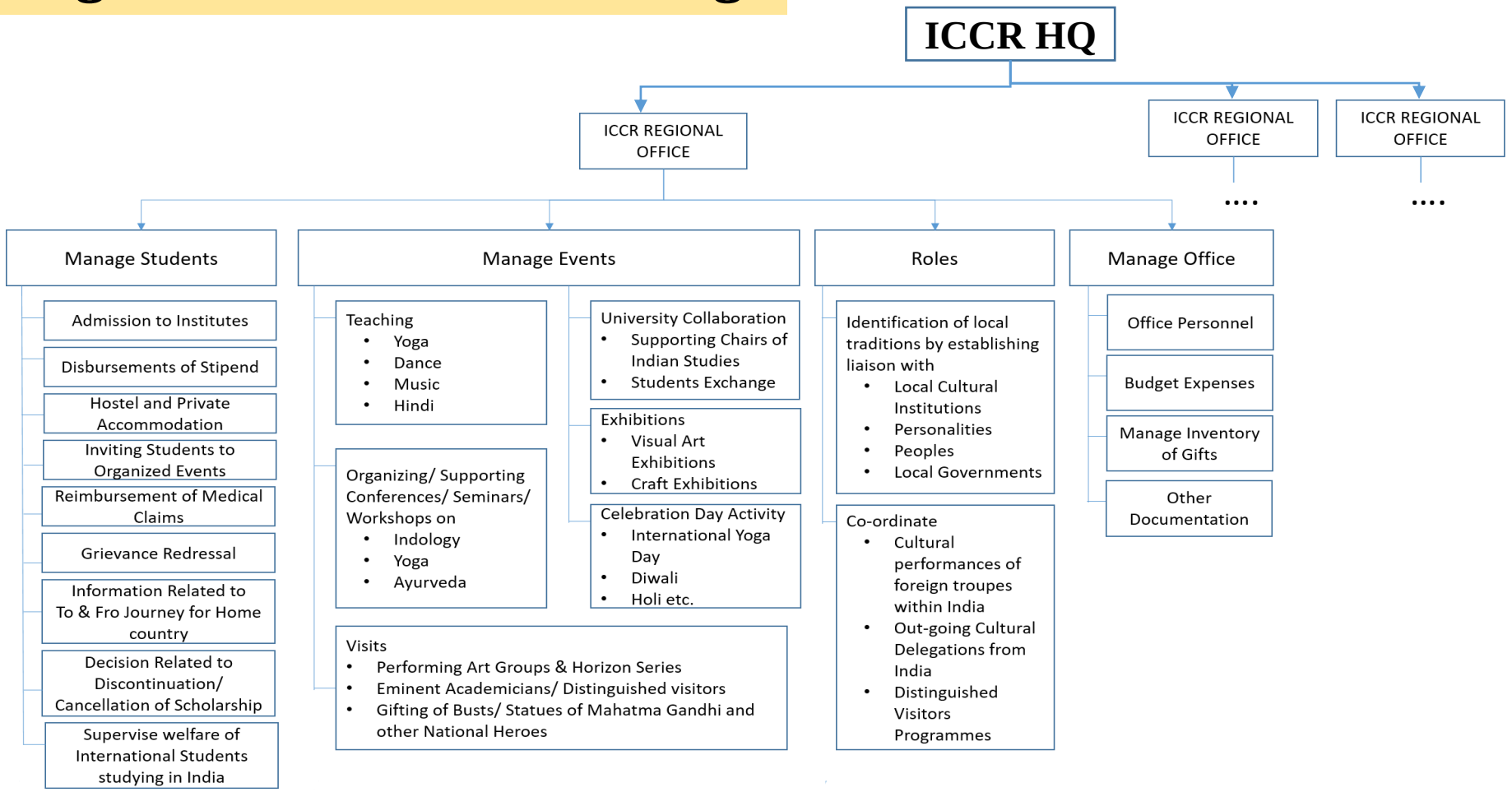



Figure: Work undertaken by ICCR Regional Offices.

**Stakeholders:**

ICCR | Regional Office | Institute | Students

**Dependency:**

Internet Connectivity

## Modules of Web Portal for Regional Office

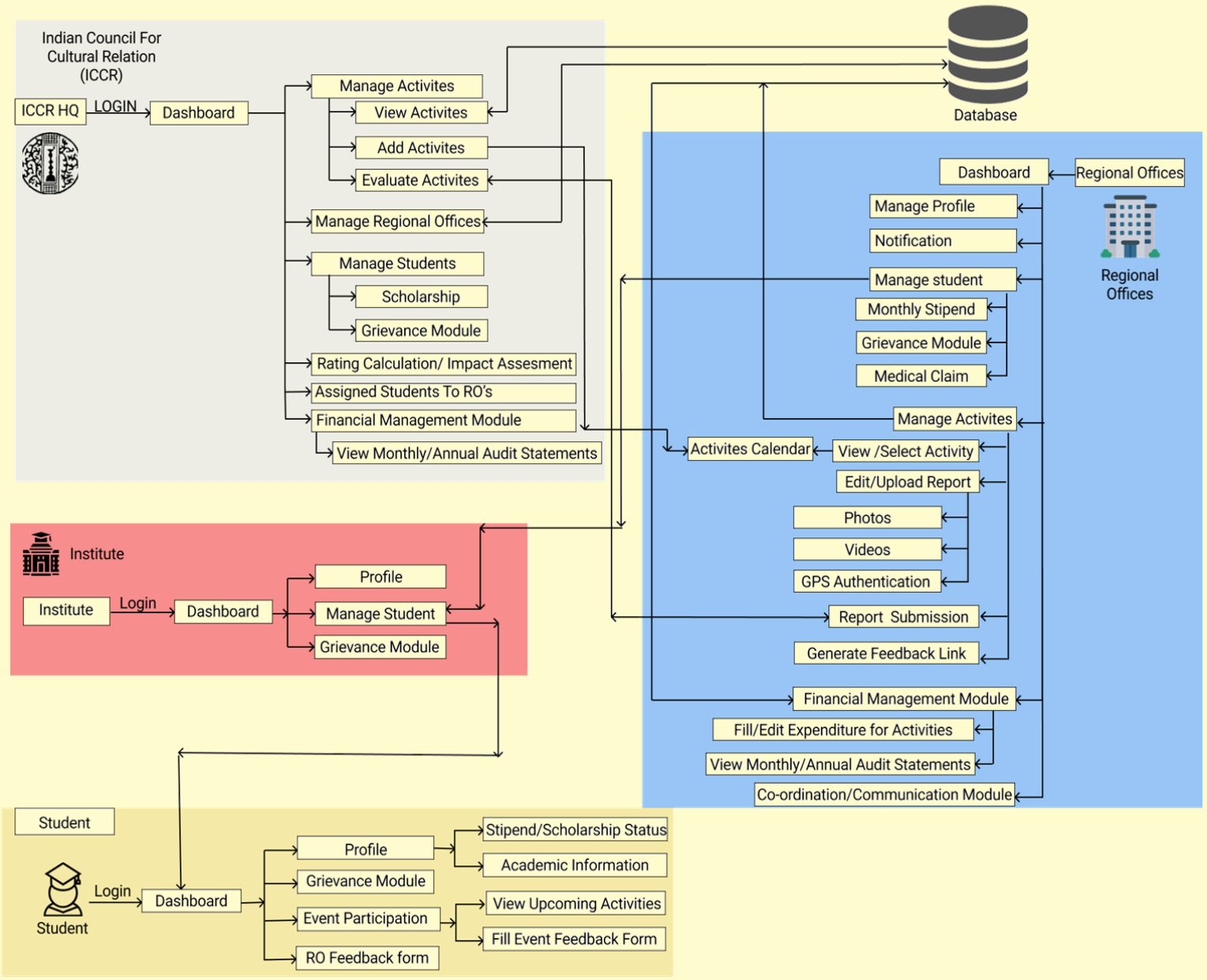
**Manage Events**
- Schedule an Event
- Invite Participants
- Upload Reports
- Generate & Share Feedback Link

**Manage Students**
- Manage Profile
- Academic Information
- Accommodation Information
- Medical Claims Reimbursement
- Grievance Redressal System
- Feedback Collection

**Monetary Information**
- Fill up Financial Details for events conduction under various heads
- Establishment Expenditure

**Co-ordinating Module**
(Management Information System )
- Institutes
- Diplomats
- Local/ Empanelled Artists
- Distinguished Visitors

# Process Flow




## Parameters for Uploading Reports

- Financial Year
- Program driven by
- Quarter I/II/III/IV
- Event Type & Theme
- Duration of activity (in minutes)
- Start Date(In day)/ End Date(In day)
- No. of Students Participants
- Number of external participants
- Expenditure Amount
  - Upload Bills/ Receipts
- Attachment
  - Video URL
  - Photographs
  - Overall report of the activity
- Social media URL

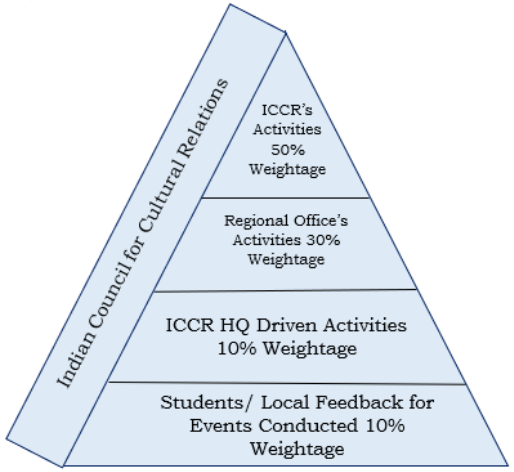
## List of Documents

The adjoining is the list of documents that are expected to be uploaded for uploading the report of activities.

# Online Performance and Evaluation System(Proposed)

- The ICCR will prescribed an **Annual Calendar (Quarter-wise Schedule)** of activities for regional office.
- To Create the Online Monitoring and Evaluation System for ICCR's Regional Offices(ROs), the solution proposes to divide the activities in **three different types.** The activities are classified as
  - **ICCR Annual Calendar Activity:** Regional Office have to **select minimum number of prescribed activities from annual calendar,** conduct them and upload their report.
  - **Self-Driven Activities:** Regional Offices are situated in states with diverse cultures, thus regional offices are encouraged to conduct self-driven activities promoting regional culture.
  - **ICCR HQ Driven Activities:** The ICCR HQ at national level may also conduct activities different from Annual Calendar, RO's will participate in those activities and upload its report.
- The Regional Offices will upload reports to Centralized System mentioning all the information related to conduction of event along with **geo-tagged photos and financial report involved**.

- The ICCR HQ will be able to view all reports on real-time basis and evaluate the reports, rate the working of Regional Office. ICCR HQ can **Approve**, **Reject** or ask RO to **Resubmit** the report.
- **Based on Evaluation Regional offices will be allotted 5-star ratings. Parameters for Rating of Regional Office includes:**
  - No. of ICCR Driven Activities Conducted
  - No. of Self-Driven activities conducted
  - Feedback Received (International Students)
  - Feedback Received by Participants for events conducted
- Rewards points will be provided for extra activities conducted more than prescribed limit.
- As ICCR regional offices are directly associated with students**, hence the students feedback is given due consideration in overall star rating in fifth star.**




**Parameters for Students Feedback**

- Scholarship
- Stipend Disbursement
- Grievance Redressal
- Hostel/Private Accommodation
- Medical Claim
- Support from Regional Office

## Table: Rating Points Calculation Mechanism for Regional Offices

### Parameters for Calculation of First 4 Stars

| Activity Type | Weightage in % | Q1 | Q2 | Q3 | Q4 | Total Score | Minimum Activities |
|---|---|---|---|---|---|---|---|
| ICCR Annual Calendar Plan | 50% | 12.5 | 12.5 | 12.5 | 12.5 | **50** | P |
| Regional Office Self-Driven Activities | 30% | 7.5 | 7.5 | 7.5 | 7.5 | **30** | Q |
| ICCR HQ Driven Activities | 10% | 2.5 | 2.5 | 2.5 | 2.5 | **10** | All Activities Mandatory |
| Students/ Local Feedback for Events Conducted | 10% | 2.5 | 2.5 | 2.5 | 2.5 | **10** | - |
| Total Score | 100% | **25** | **25** | **25** | **25** | **100** | P + Q |

### Parameters for 5th Star

| Sr. No. | Parameter | Weightage |
|---|---|---|
| 1 | Student's Feedback Regarding Services/ Facilities provided by Regional Office | 50 |
| 2 | Reward Points Earned | 20 |
| 3 | Contribution in Monthly & Annual Magazines of ICCR | 15 |
| 4 | Submission of Annual Report of Regional Office | 15 |
| | Total | 100 |

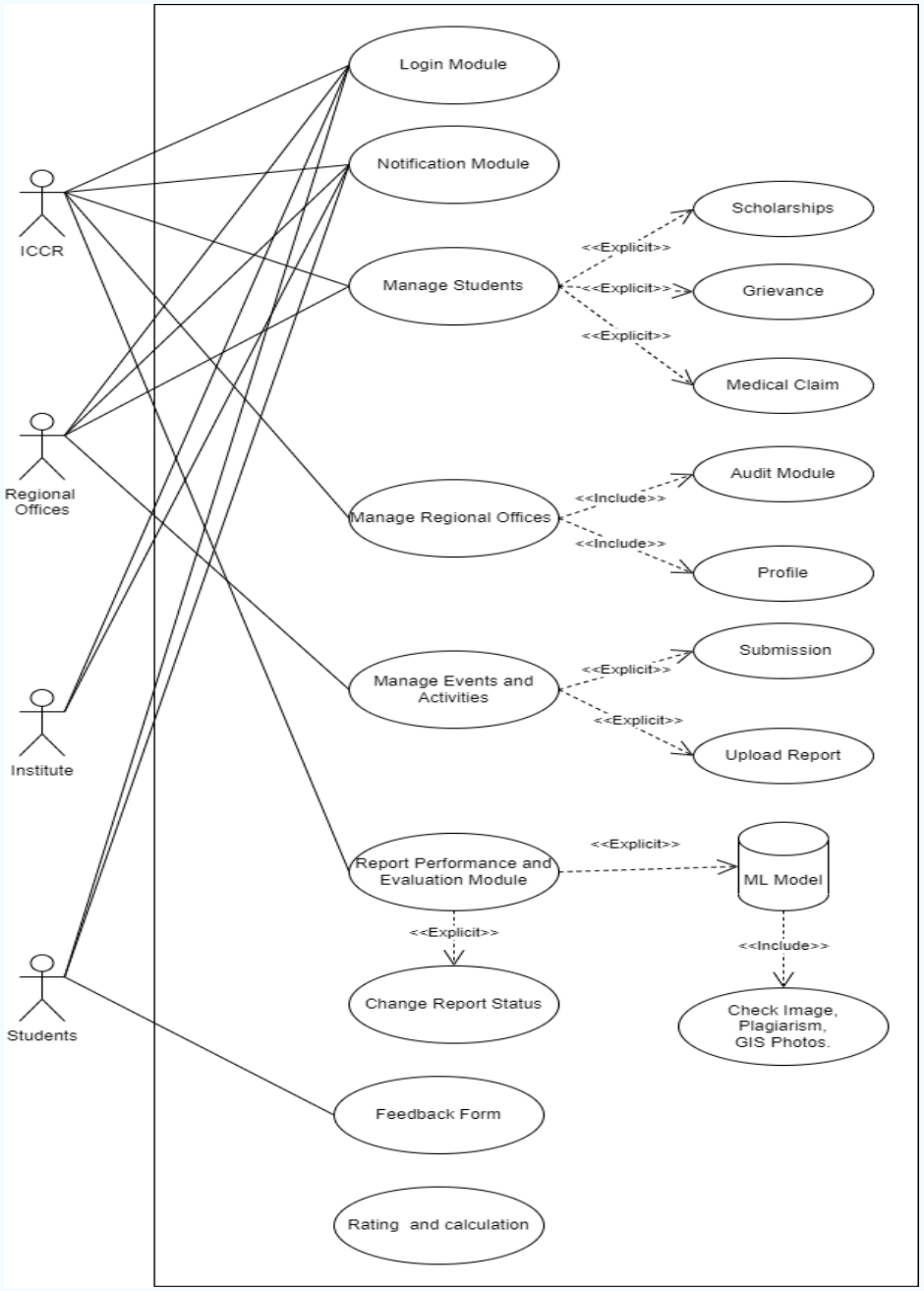
**Effective Score Range for Star allocation from Quarter 1 to Quarter 4**

| Score Range | Star allocation |
|---|---|
| 0<=Score<=25 | 1 |
| 25<Score<=50 | 2 |
| 50<Score<=75 | 3 |
| 75<Score<=100 | 4 |

**Score range for 5th Star allocation:**

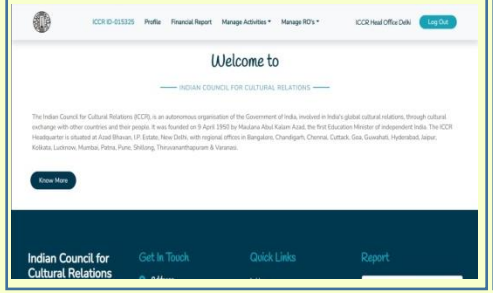
| Score Range | Star allocation |
|---|---|
| Score<50 | 0.5 |
| Score=>50 | 1 |

# Use-Case Diagram



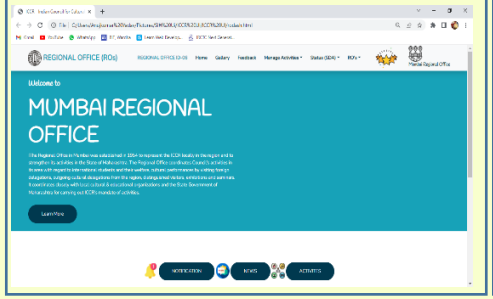

# Snapshots

## ICCR Dashboard

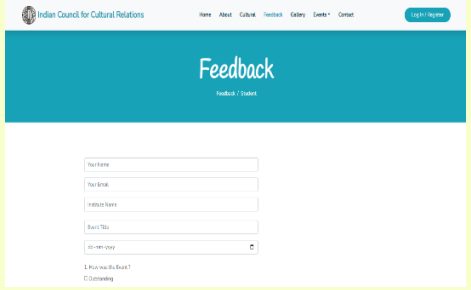



## ICCR Home Page

## RO's Dashboard




## Students Feedback




## ICCR Finance Report

## Technology Stack

## Conclusion:

Thus, this website will help ICCR to monitor activities performed by regional offices and help them rate their performance. The website will also help generate Monthly & Annual Activity & Financial Reports. The feedback received from International students will help ICCR devise better student friendly policies, thus improving students participation in cultural activities.

# Team Information

Team Leader Name: Anujkumar Yadav
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Member 1 Name : Prem Mungle
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Member 2 Name : Harsh Kushwaha
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Member 3 Name : Aditya Jha
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Member 4 Name : Neha Chopade
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Member 5 Name : Vaishnavi Jayade
Branch: B.Tech
Stream: Computer Engineering
Year II:

Team Mentor 1 Name: Prof. Sandesh Jain
Category: Academic
Expertise: Full Stack Development, Blockchain
Domain Experience (in years): 7 Years

Team Mentor 2 Name: Mr. Amol Jumde
Category: Academic
Expertise: Machine Learning
Domain Experience (in years): 4 Years