DREAM INSTITUTE OF TECHNOLOGY

Approved by AICTE & Affiliated to *MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY*, WEST BENGAL (formerly known as WBUT)

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Ref. No. DIT-4/23-24/08(7)   Date: 09/08/2023

NOTICE

WEBSITE COMMITTEE

SL.NO	NAME	DESIGNATION	POSITION
1	Mr. Sayak Sarkar	Asst. Professor (EE)	Convenor
2	Mr. Sushovan Roy	Asst. Professor (EE)	Member
3	Ms. Supratim Roy	Asst. Professor (ECE)	Member
4	Ms. Adrija Ghosh	Admission Counselor	Member

Board functions:

- To design Website in the line of thoughts of the Institution.
- To disseminate properly the Vision, Mission, and Objective and all the Mandatory Disclosure.
- Must get approval of the Higher Authority before uploading any information (institutional / individual linked to Institution) to public domain.
- To ensure in Timely uploading of all Emergent Documents (viz. Exam Notice, Holiday Notice, Semester Routine etc.)
- To act proactively by approaching to Authority Instead of waiting for the Instruction about Key Issues.
- To make a Comparative Studies with Lead Universities / Institutions Website and Design Effective Interface.
- To be clinical about catchy interface to expedite admissions of next generation of learners.
- To customize computer or any other ubiquitous device (viz. Smartphone) Interface of the Website.
- To make sure accessibility of institutional website round the clock.
- To make strong correspondence with all Departments/ Sections for regular and timely Updating of website.

Uttiya Sarkar

Registrar

c.c.

1. **Chairman**
2. **Principal**
3. **IQAC**
4. **Website**
5. **Notice board**
6. **DIT All staff Whatsapp Group**
7. **Circulation**
8. **Guard file**