iJRASET
International Journal For Research in Applied Science and Engineering Technology



# INTERNATIONAL JOURNAL FOR RESEARCH

IN APPLIED SCIENCE & ENGINEERING TECHNOLOGY

**Volume:** 7 **Issue:** VI **Month of publication:** June 2019

**DOI:** http://doi.org/10.22214/ijraset.2019.6147

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International Journal for Research in Applied Science & Engineering Technology (IJRASET)
*ISSN: 2321-9653; IC Value: 45.98; SJ Impact Factor: 7.177*
*Volume 7 Issue VI, June 2019- Available at www.ijraset.com*

# e-MS-CIT

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***Abstract: This paper describes the importance of Digitization of the semi-digitized process which provides more advantages.MS-CIT is one of them which started in 2001 with a motto of spreading an IT awareness, functionality, literacy and applicability among the common people but still follows an old process. Digital India is a flagship program of an Indian government to make India digitally empowered nation.MS-CIT is the old and semi digitized course where we want to make it digitized.***
***Keywords: MS-CIT, mobile application, registration, awareness, IT.***

## I. INTRODUCTION

In today's digitalized world there are plenty of courses which we can do online where there is no need to physically present in any of the classrooms. as you convenience and time constraints you can complete your courses. There are plenty of application which can run on your smartphones. This is happened just because of the digital India programmed, where the motto of this program is to connect a rural area with high-speed internet and make India digitally empowered. Because of this program, the internet charges go down and the number of smartphones and internet users goes up just because the internet charges are now affordable to common people. Due to this, online courses gives a huge response from the people. that makes the new edge to the education system and more and more online courses come into the market.

In this year where digital India program is on the edge, but some government-run education courses still not follow the fully digitalized scenario in their course. one of them is MS-CIT which run by MKCL(Maharashtra knowledge corporation limited). There are around thousands of MS-CIT centers in Maharashtra which is approved by MKCL but not their own centers. These are the private computer institute which gives you MS-CIT training and certificate.

If any user wants to register for MS-CIT courses then he/she need to visit the nearest MS-CIT center. At the time of registration you need to give your id proofs, photos and filled registration form given by center. After you need to choose your lecture batch as per your convenience. If the batch timing is not convenient for you and the convenient batch is full then you have to wait for next 3 months until this batch is over.

After registration, u need to visit you registered MS-CIT center for attending a batch. where there are theory as well as a practice session. in theory lectures, the allotted person teach you the theory and at the time of practice sessions theory, you have to practice what you taught before. there is an ERA session in the course where era teaches you some concepts of MS-CIT which is a listening session.

From above we can say that MS-CIT was lacking behind the current market so to save time we need to convert this to fully digitalized software.

## II. LITERATURE SURVEY

I have done online research to find online process of MS-CIT. From the questionnaire you get a clear view of the scenario and how much its need to be implement as early as possible.

*A. Do you think manually filling form and submitting at the MS-CIT center, is time consuming & hectic? Also include a lot of paper work?*

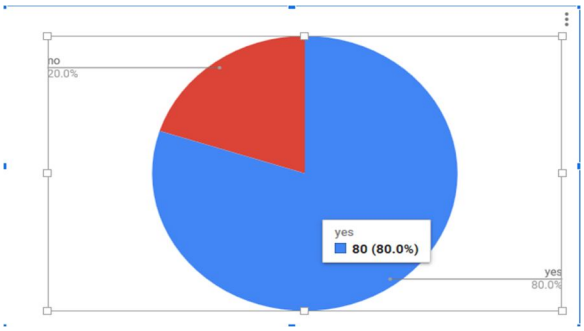



Fig.1: Result from users who are feel manual process is hectic or not.

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*B. The MS-CIT Examination fees is less than what they charge you, mainly they charge for their Maintenance, still would you pay the same fees?*

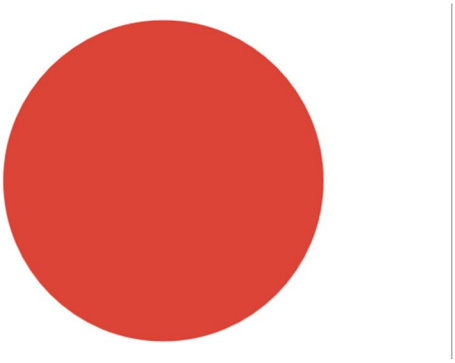


Fig.2: Result from users who are agree with the new fee process.

*C. You Are Happy with your Batch Timings*

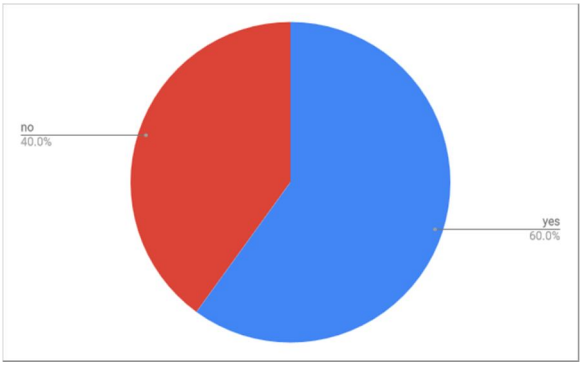



Fig.3: Result from users who are happy or not happy with their batch.

*D. what if Ms-Cit Give you a Provision to Select your Batch*

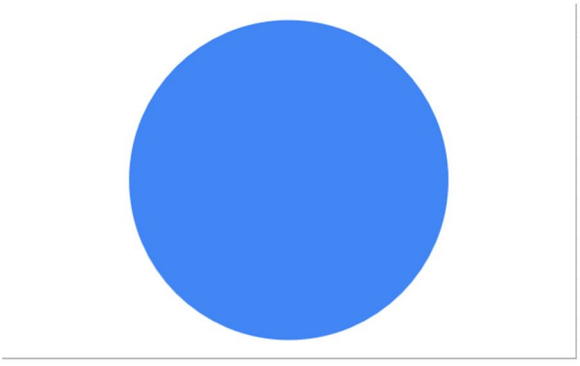


Fig.4: Result from users who agree to have a batch provision.

## III. PROBLEM DEFINITION

In this digitalized age, offline process we consider as a hectic and time consuming process. Now a days we hate to do a offline process because of, we need to visit the center for fill up the registration form which is again a time consuming as well as for someone it's not a convenient to go over there because of there time constraints or some other reason. The age group of 16, this age group of people who pursued this course. This age group is mostly a student who is just pursued their state board exam and in vacation, they apply for this course for again this course they spoil their vacation because they cannot learn these from their home for that they have to attend the lectures and have to physically present over there. The next age group is above 45 to 50. these age group people are mostly a servant, they work over somewhere and at this stage, they want a hike or they have a time from their work to learn something new so they apply for this course. In any of MS-CIT centers, they have batches and in one batch they have a limited number of seats. If you are working somewhere then mostly you get time in the evening after your job. but sometimes for

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evening batch, there are a time limitation as well as seat limitation were not all of them are getting a chance to apply for the course. As we consider a rural area, where the MS-CIT center are limited in number. we found an MS-CIT center in the area where the population of the village is more or the village is which is having good facilities, but what about the other small villages. some rural area students traveled about 50 to 60 km to attend the MS-CIT course lectures just because they don't have a center near their villages. from that, we can say it is not convenient for all people to apply for MS-CIT courses. we have to adjust as per the course timeline. Some students are poor and they don't have that much of economic condition to apply for these courses and pay that much of amount. the examination charges for MS-CIT is pretty low but extra fees charged by the MS-CIT registered center for their maintenance purpose. these centers are private computer institutes certified by MKCL but still, they charged more.it is a government course so the government can give a discount to students who are under economic condition.
here we can say that this course can be a cost efficient also.

## IV. SOLUTION TO THE PROBLEM

The purpose of any research paper is to make better process than the previous one with a consideration of 3 important points like

1) *New process should convenient to users*
2) *New process should cost efficient*
3) *New process should ease of use.*

Considering the above 3 points, there is a different solution for a different condition, may like the solution for the rural and urban area are different. overall solution with respect to all peoples is different. here we are trying to give a solution on the basis of question-answer format and with consideration of above 3 important points.

## V. CONCEPTUAL WORKING SYSTEM

The current process of MS-CIT is like to go and visit the MS-CIT center for registration and attending a lecture. Which is very hectic and time-consuming, to avoid that we will create an online website and mobile application from where people can register themselves, attend a video tutorial and also do their practical's.
The first step is when the people who want to apply for MS-CIT course, they have to do register first on the website or mobile app. People can register themselves on the website and the mobile application with their email id and mobile number. After adding a mobile number or email id, it is verified by the OTP(One Time Password).After verifying email id and mobile number with OTP the users successfully sign is verified up for the MS-CIT website or mobile application and can able to sign in with the mobile number and email id. After login user needs to fill the MS-CIT registration form with their appropriate details like personal details, educational details and most important is preferred language. as you select your preferred language the notes that will provide for you is in the same language as well as the video tutorial also. after filling these details user needs to upload the documents like Aadhar card, education certificates, passport size photos, and signature.
After completing with registration, MKCL verify the documents uploaded by the user and if it is correct then MKCL send mail users to pay the course fees via online payment or DD. Then after payment is successfully done, MKCL send a username and password ( on users email id)of the MS-CIT online course, which helps the user to access their MS-CIT account.
On this account, users get a whole schedule of the course as well as the date of the MS-CIT exam list. according to that user can complete their course and fill the examination form. with these schedule users also get the recorded video lectures of MS-CIT course where it is categories in 3 parts. 1) Low:- where it contains all the introduction about computer (physical and software) and some basic software hands-on like Microsoft office and browser. 2) Medium:- where user gets an all information and practical demos of all the software with very well know knowledge 3) high:- where its the last part contains an in-depth knowledge with practical videos. Also, users get a digital book where it contains all the chapters which included in the videos. it is in .pdf format so can access in any smartphone as well as a computer device. if anyone doesn't know about how to open this pdf file, related this video is also available on the website on the mobile app. This also provides an online practical session for the users. For practicals user need a computer for practice.If the user is done with their any one of them chapter video tutorials, then related to that tutorial practical session is unlock and the user can do their practice on the website. if the user is having any confusion regarding their practical then they can go back and refer their lessons video tutorial. On the basis of this practical session, there are different task are available, where user can perform the task and on the result of that test they can test them self. This task will help the user to prepare for the final test which is conducted by the MKCL. Due to this the chances of passing of users increase.
After completing all tutorial and practical user can select their exam date. from the exam dates list, the user gets all the dates of examination and according to that user can select a seat and slot for the examination.it is mandatory that user can select the exam

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dates before 1 month of the exam. the user's examination hall ticket is directly available in their account, also send on users email id.users can print this hall ticket or can show a mobile hall ticket to the examination center at the time of exam.users need to visit the examination center as printed on the hall ticket for the final test.

From above we can say this process is better than the current process in terms of convenience.

The course charges(fees) is less than the current scenario because MKCL don't charge a maintenance cost because they don't provide a computer system like other private computer institute certified by MKCL.so here MKCL only charge for their examination fees and some other taxes which is less than a private technical institute charges. so the current process is also a cost-efficient.

Now, every tutorial is in a video format so the user can understand in a better way and if they found any difficulty so they can go back and watch a video again. if they confused then there are a chat section is present on the website as well as the mobile app also a 24*7 online helpline number where give you proper guidance. from above we can say the current process is easy to use also where every age group of people can learn from here as their preferred language.

From this solution there are need to clear some points in depth, that clarification has done below in a question-answer format.

*A. Q. As described in solution, user can visit the website and register themselves. if any user doesn't know how to operate the computer then how he/she will do it?*

*1) Ans:-* In this 21st century, due to Digital India program, now everyone has a smartphone with a high-speed internet. Because of this everyone knows about the YouTube, which contains very informative videos as well as the educational videos also. Many people learn the different things from YouTube like cooking, designing, etc. now there are multiple solutions for the above questions that we see now.

MKCL will upload a registration form filling video on youtube so it is easy for the persons who want to register for the MS-CIT course just user needs to follow the instruction as shown in the video. this video will help to explain the users, like how to start the computer till the payment of the fee. If consider if anyone doesn't get from the above video, then another option is in every area the government school is there, even if in the rural area, in every village there is a government school. in every government school, the computer system is available along with the internet. the user needs to visit the nearby government school and contact to the teachers or other responsible people for registration. They will help users to fill their form

*B. Q. What about those users who don't have a computer in their houses or those who can't afford the computers.*

*1) Ans:-* This condition may happen in both rural and urban areas, so solutions for these conditions is a little bit different in both cases.

*2) Rural Area:-* The students who don't have a computer or can't afford it, these students can visit their nearby government school or the gram panchayat for registering and also for the practical session also. this facility is only applicable for those whose annual income is less than 1 lakh and they have to mention and upload an income certificate at the time of registration.

*3) Urban Area:-* For urban area students, they can also visit the nearest government school and register themselves.

## VI. FACTS AND FINDINGS

The merge with online technology will help to track records of all the users, easy to maintain a record into a database and keep it secure. can able to interact with users without any intermediate.

This process is not yet implemented but it has very better effects than a manual process.it will help to make a process convenient, easy to use and cost efficient. Can also save time and paperwork.

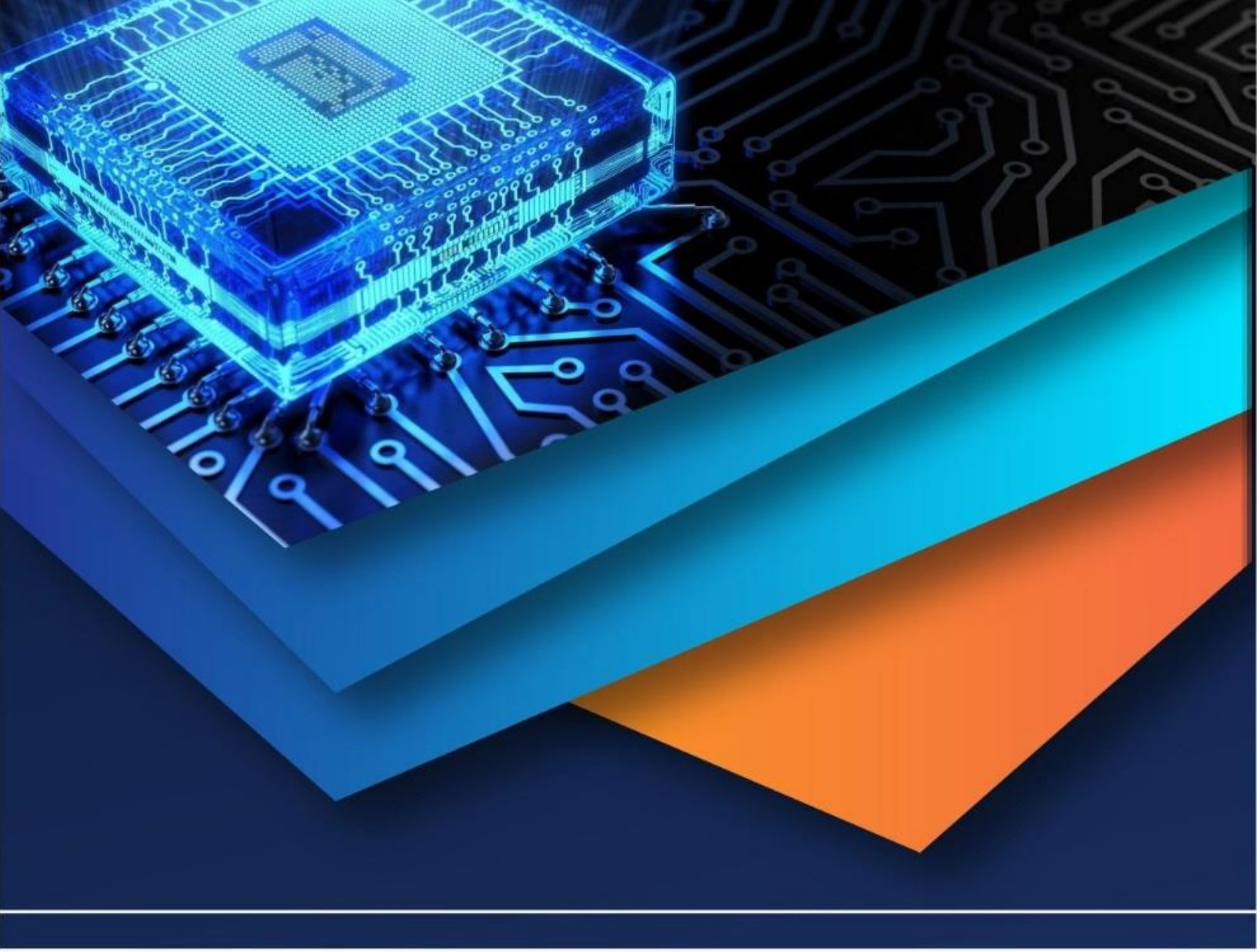
## VII. CONCLUSION

The idea of this online process is wide in scope, as it provides a way better efficient option over a manual process. From this, it's concluded that this online process for the MS_CIT course is good for everyone (in terms of convenience, ease of use, cost-efficient ) as well as MKCL to track records of users and maintain a data of all the beneficiaries. If MKCL apply this, they will get a huge response from the people.

## REFERENCE

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