

# Website Committee

**Objectives:** To design, update and maintain the DBIT & Departmental website.

## **Action Plan:**

- The Website Coordinator works closely with the Webmaster/ Principal/Dean Administration who is the content administrator for the website for [www.dbit.in](http://www.dbit.in)
  - The Coordinator is the liaison between HODS, Principal and Director.
  - This position is trained by the to make minor changes directly to the website to expedite Information Sharing. Only basic PC skills are required to perform these changes.
  - A very important and ongoing task is to bring positive awareness about DBIT.
  - Prompt and fast upload of the news in real time basis.
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- The Webmaster does the following:
    1. Administer domain registration and hosting
    2. Maintain renewals
    3. Administer website via CMS like WordPress/ Joomla
    4. Post news and other documents (requires text/graphic editing and creation of PDFs)
    5. Post news and events submitted via Department Coordinator
    6. Upgrade WordPress and Plugins
    7. Administer users
    8. Structural changes to the Website
    9. Security of the Website
    10. Administer Google Analytics
    11. Produce reports to be shared with Principal and Management on periodic basis.

## Committee Details

Academic Year 2018-19 :

1. Mr. Nilesh G. (IT)
2. Ms. ShreePrasad M. (Mech)
3. Dr. Vinod G. (FE)
4. Ms. Kalpita W. (Comps)
5. Ms. Sana S.(Comps)
6. Ms. Lakshmi V. (EXTC)

Academic Year 2017-18

1. Mr. Gunashekhar (IT)
2. Ms. Sunantha (IT)
3. Ms. Nilesh (Mech)
4. Mr. Vishal (FE)
5. Ms. Sana (Comps)
6. Ms. Deepali (Comps)
7. Ms. Lakshmi (EXTC)