

# BHARATHIDASAN UNIVERSITY Tiruchirappalli- 620024, Tamil Nadu, India

**Programme: M.A.HUMAN RESOURCE MANAGEMENT** 

**Course Title :Information Technology for Managers** 

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#### **UNIT V**

**Internet and e-governance** 

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# Internet and E-Governance

Tools, Applications, and Implementations

# Agenda

- Internet, Intranet, and Extranet Tools
- E-mail Essentials
- Computer Virus and Antivirus
- Introduction to E-Governance
- Components of E-Governance
- E-Governance Implementations

# Internet, Intranet, and Extranet Tools

- Internet: Global network for communication and information sharing
- Intranet: Private network for internal organizational use
- Extranet: Extended network for external partners and stakeholders

#### E-mail Essentials

- E-mail Address: Unique identifier for sending and receiving emails
- Attaching Files: Attach documents, images, and other files to emails
- Opening Attachments: Download and open files securely

### Managing E-mail Accounts

- Organizing: Use folders and labels
- Spam Management: Filter unwanted emails
- Settings: Customize signature and notifications

#### Web Mail

- Definition: Access emails through web browsers
- Examples: Gmail, Outlook, Yahoo Mail
- Benefits: Easy access, no software installation required

# Uploading and Downloading Files

- Uploading: Transfer files from local device to online platforms
- Downloading: Save files from the internet to local device
- Tips: Ensure secure and verified sources

## Computer Virus

- Definition: Malicious software that disrupts computer functionality
- Types:
- - Worms
- Trojans
- - Ransomware

#### Antivirus Software

- Purpose: Protect against, detect, and remove viruses
- Features: Real-time scanning, firewall integration, updates
- Examples: Norton, McAfee, Kaspersky

#### Introduction to E-Governance

- Definition: Use of ICT for delivering government services
- Objective: Enhance transparency, efficiency, and accountability
- Scope: Covers e-administration, e-services, and mobile governance

#### Need for E-Governance

- Improved Access: Anytime, anywhere services
- Efficiency: Reduced manual intervention
- Transparency: Clear processes and documentation

# Components of E-Governance

- E-Administration: Streamlining internal processes
- E-Services: Providing digital services to citizens
- Mobile Governance: Access services through mobile devices

#### E-Governance Policies

- Law and Policies:
- - IT Act
- Data protection and privacy laws
- Standards: Ensure interoperability and security

#### E-Government Services

- Tax Filing: E-filing of income tax returns
- Land Records: Online access to land ownership details
- Licenses: Digital issuance and renewal

#### Mobile Government

- Definition: Use of mobile technology for governance
- Examples:
- SMS alerts
- Mobile apps for public services

#### IT Act

- Objective: Legal recognition of electronic transactions
- Provisions:
- Digital signatures
- Cybercrime laws

# E-Filing of Information

- Process: Submit documents electronically
- Examples: Income tax, GST returns
- Benefits:
- Saves time
- Reduces errors

# Challenges in E-Governance

- Digital Divide: Limited access to technology
- Cybersecurity: Threats to data privacy
- Infrastructure: Need for robust IT infrastructure

# E-Governance Implementations

- India:
- Aadhaar
- Digital India Initiative
- Global:
- Estonia: e-Residency
- Singapore: Smart Nation

#### Conclusion

- Summary: Internet tools and e-governance enhance efficiency and accessibility
- Future: Focus on innovation and inclusivity