

University Mohammed Seddik Ben Yahya - Jijel

Faculty of Law and Political Science

School of Political Science

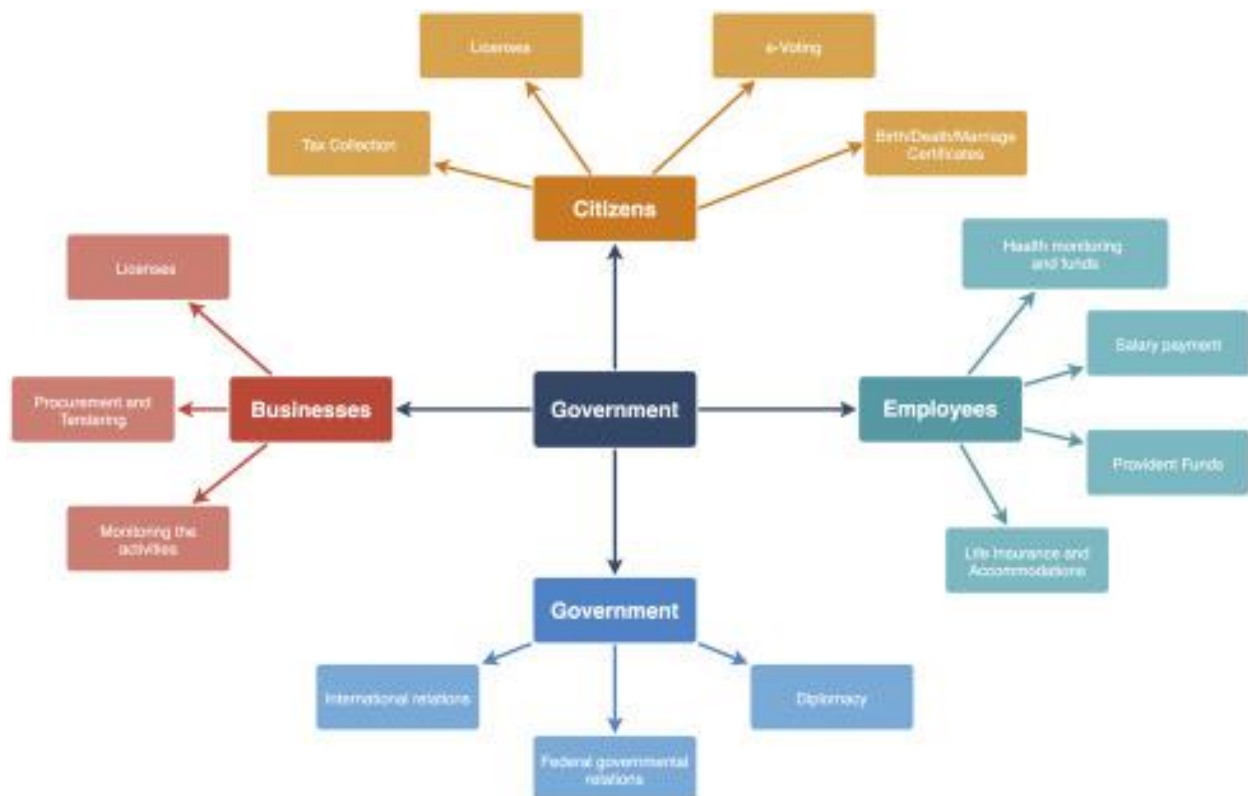
1<sup>st</sup> Semester Master – Local Administration

Subject: English

Professor: Mohammed Kara

## Introduction to e-governance

E-governance or electronic governance refers to the application of Information and Communication Technology (ICT) for providing government services, and exchange of information and communication between the government and the four major stakeholders of a nation: citizens, businesses, employees, and other government organizations. Fig. 1 shows these interactions.



As can be seen from Fig. 1 the concept of e-governance incorporates strategic institutional integration of the four major stakeholders. This enables the citizens to be more participative and active during decision-making.

E-governance improves the delivery and efficiency of the government services to all the stakeholders. The access of all the information to the citizens and increased transparency in the administration decreases the corruption and empowers the citizens. The major change that e-governance brings about is the reduction of bureaucratic paperwork ensuring a better management and legitimacy of the government. This also reduces the stationery expenses, saves resources, and requires minimized workforce. The reduction of manual labor and use of electronic medium speeds up the provision of services and awareness of government policies among the citizens.

At the root of e-governance reside the ICTs, which contribute to good governance practices for development like:

**Automation:** substituting present manually executed practices of processing information. Example: Automation of existing accounting or clerical functions.

**Informatization:** aiding present manually executed practices. Example: Aiding and promoting existing practices of decision-making and implementation.

**Transformation:** devising new ICT-executed practices. Example: Creating new approaches for Citizen Administration.

ICTs can thus provide cheaper and more efficient services. The benefits of ICTs show that e-governance has a key role to play in the current and future development of nations.

## Present simple tense

The simple present tense is one of several forms of present tense in English. It is used to describe habits, unchanging situations, general truths, and fixed arrangements. The simple present tense is simple to form. Just use the base form of the verb: (I take, you take, we take, they take) The 3rd person singular takes an -s at the end. (he takes, she takes)

- To express habits, general truths, repeated actions or unchanging situations, emotions and wishes:

**E.g.:**

I smoke (habit); I work in London (unchanging situation); London is a large city (general truth)

- To give instructions or directions:

**E.g.:**

You walk for two hundred meters, then you turn left.

- To express fixed arrangements, present or future:

**E.g.:**

Your exam starts at 09:00

- To express future time, after some conjunctions: after, when, before, as soon as, until:

**E.g.:**

He'll give it to you when you come next Saturday.

## Forming the simple present tense: to think

<b>Affirmative</b>	<b>Interrogative</b>	<b>Negative</b>
I think	Do I think?	I do not think
You think	Do you think?	You do not think
He thinks	Does he think?	He does not think
She thinks	Does she think?	She does not think
It thinks	Does it think?	It does not think
We think	Do we think?	We do not think.
They think	Do they think?	They do not think.