ASANSOL GIRLS' COLLEGE, ASANSOL,

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Metric No.	
7.2.1	**Best Practice 1** 1. **Title of the Practice** Acquainting the students on use of National Repository and Open Access Digital Library. 2. **Objectives of the Practice** To promote access of study materials digitally and at the convenience of the students. 3. **The Context** The pandemic situation made this practice even more needful. 4. **The Practice** Various awareness webinars, orientation sessions on how to use the national depository digitally has been initiated that could facilitate the students in open access to study materials from various books, journals of national and international repute. 5. **Evidence of Success** The students have been using this facility after proper training have been given to them. 6. **Problems Encountered and Resources Required** The open access repository needs to be widened and shortage of funds to even more digitalize it is a problem. More faculty required for training students on the use of this facility. 7. **Notes (Optional)**

Best Practice 2

1. **Title of the Practice**
   Operating a system of one to one teaching during the pandemic period.

2. **Objectives of the Practice**
   To ensure that students do not miss out the personal interaction not possible in online mode of teaching.

3. **The Context**
   The pandemic situation led to this thought of personal one to one interaction.

4. **The Practice**
   Students have been facing doubts, insecurities as classroom teaching had been withdrawn due to the pandemic situation. To ensure that students do not fall a prey to idleness and a sense of left out, to clear their queries and doubts in lessons taught in the online mode, teachers engaged I one to one interaction with them after class hours.

5. **Evidence of Success**
   Many students showed clear signs of improvement after such a practice was introduced.

6. **Problems Encountered and Resources Required**
   All students could not be reached and their problems resolved due to time constraints and shortage of faculty. The duration of meeting them became long and it hence hampered the continuity. Moreover, lack of smart phones and sufficient mobile data on the part of many students left them out of this facility.

7. **Notes (Optional)**

Best Practice 3

1. **Title of the Practice**

   Use of Information and Communication Technology (ICT) in Teaching, Learning and Administrative Practice

2. **Objectives of the Practice**

   Since the Covid period there have been momentous changes in the avenues of functioning and dissemination, both academically and administratively. Hence, a reconfiguration and reorientation became imperative in every avenue and the use of ICT became integral in teaching-learning and administrative practice.

3. **The Context**

   With computer and mobile technology becoming more user-friendly, students have become accustomed with e-learning, e-books, interactive learning.

4. **The Practice**

   The pandemic situation brought the classroom teaching-learning to a sudden jolt but the familiarity with ICT-based teaching-learning has enabled a smooth continuation of teaching-learning process. The college has already evolved online admission system, online fees payment, and feedback and other academic and administrative activities making the system more transparent.

5. **Evidence of success**

   a) Modernizing and continuously upgrading the teaching learning and administrative process: Use of ICT makes mutual learning faster, easier, more concentrated, broader and deeper resulting in better understanding and efficiency in the domain of knowledge and skills.

   b) 24X7 Easily accessible Resources: ICT based teaching-learning provides students with all necessary and desired information at anywhere anytime basis. The relevant details are also available for all official purposes.

   c) Cost-effective and Time-effective. ICT enabled academic audio-visual media and other office tools are both cost and time effective.

   d) Involving the students, teachers and office staff in participative Learning Obstacles faced if any and strategies adopted to overcome them.

6. **Problems encountered and Resources Required**

   a) Teething Problems: Familiarizing with ICT has initial hiccups as all students and staffs are not evenly placed in terms of reception of new technology.

   b) Students frequently change of email id and mobile number.

7. **Notes(optional).**