

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2015-16

I. Details of the Institution

1.1 Name of the Institution

RRDS Govt. Degree College

1.2 Address Line 1

ASR Nagar

Address Line 2

Rayalam Road

City/Town

Bhimavaram

State

Andhra Pradesh

Pin Code

534202

Institution e-mail address

rrdsnaac@gmail.com

Contact Nos.

9849697735, 9492606341

Name of the Head of the Institution:

Dr. J. Sanath Kumar

Tel. No. with STD Code:

08816-223458

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (*For ex. MHCogn 18879*)

OR

1.4 **NAAC Executive Committee No. & Date:**
(*For Example EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	1.79	May 2015	2015-20
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ (DD/MM/YYYY)⁴
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

AdiKavi Nannaya University,
Rajahmundry

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

1

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Human Rights, Anti-Ragging & Views of Gurajada, renowned Telugu Poet

2.14 Significant Activities and contributions made by IQAC

Proposing Best practices (1) Proctor System, (2) Daily Objective Subject Evaluation (DOSE) (3) Pareto Analysis

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Approved and advised to take up national seminars and workshops

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	2	0	1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2	0	1	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus revised by affiliating university in tune with CBCS pattern

1.5 Any new Department/Centre introduced during the year. If yes, give details.

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
5	5	-	-	-

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	4							0	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

1

-

3

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	1	-
Presented papers	1	2	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

(1) Daily Objective Subject Evaluation (2) Pareto Analysis

2.7 Total No. of actual teaching days during this academic year

184

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

-

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

3

2.10 Average percentage of attendance of students

89

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	9	2	0	1	6	100
B.COM	16	0	6	3	7	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

*Conducts review meetings with faculty & collects feedback from students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	5	5	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Faculty encouraged to register for Ph. D. & now Four are pursuing Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings		2	

3.5 Details on Impact factor of publications:

Range - Average - h-index - Nos. in SCOPUS -

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-		3
Sponsoring agencies					State Govt.

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
1			1			

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

-

-

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF -

SRF -

Project Fellows -

Any other -

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum	-	College forum	10	
NCC	-	NSS	3	Any other -

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation Camp organised in collaboration with HDFC Bank on 09.12.2015
- Students & Staff visited the local Deaf & Dumb School on 25.11.2015 & interacted with the school children and distributed fruits and chocolates. The College extended an offer to give Computer Skills Training to the disabled children from the school.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.4 acres	-	-	0.4 acres
Class rooms	9	-	-	9
Laboratories	1	-	-	1
Seminar Halls	1	-	-	0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	--	-	0
Value of the equipment purchased during the year (Rs. in Lakhs)		10,000	CPDC	
Others	-	-	-	-

4.2 Computerization of administration and library

Yes, administration is computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3009	76321	8	1500	3017	77821
Reference Books	536	43795	49	5000	585	48795
e-Books	30		30		60	free
Journals	12		-	-		
e-Journals	6		6		12	free
Digital Database						
CD & Video	24	2400	12	1200	36	3600
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	34	1	1	2	5	2	6	-
Added	-	-	-	-	-	-	-	-
Total	34	1	1	2	5	2	6	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

4.6 Amount spent on maintenance in lakhs :

i) ICT	19,000
ii) Campus Infrastructure and facilities	1,62,613
iii) Equipments	5,890
iv) Others	-
Total :	1,87,503

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Organising interactive sessions with students & ensuring display of the facilities available in NSS, JKC, WEC, etc supporting services.

5.2 Efforts made by the institution for tracking the progression

Monitoring, reviewing and interacting.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
66	-	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
19	15	2	69	3	108	9	10	1	45	1	66

Demand ratio 1:1

Dropout % 3

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Jawahar Knowledge Cell organises coaching for competitive exams.

No. of students beneficiaries

66

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career Guidance Cell and Proctors offer guidance and counselling to students

No. of students benefitted

66

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

1) Awareness program on women's rights on the occasion of Gurajaada Apparao's birth anniversary. 2) Anti-ragging program.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	54	2,27,325
Financial support from other sources	14	5,35,000
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: *New block for toilets for both men & women started*

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: “To grow into an abode of learning accessible to the educationally, economically and socially marginalized sections of the Bhimavaram town and its adjacent villages.”

MISSION: By providing qualitative education with all job-oriented skills

- ❖ By enriching the capacity of individuals to learn and lead with integrity and wisdom
- ❖ By fostering outreach programs and scientific, cultural and social understanding that strengthen learning and research
- ❖ By instilling human values and a sense of responsibility towards the society

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Feedback on curriculum & submission of representations to the affiliating university

6.3.2 Teaching and Learning

Daily Objective Subject Evaluation (DOSE)

6.3.3 Examination and Evaluation

Pareto Analysis

6.3.4 Research and Development

Attending Seminars and presenting research papers

6.3.5 Library, ICT and physical infrastructure / instrumentation

Proposals submitted to Govt. for construction of additional classrooms and laboratories

6.3.6 Human Resource Management

Representations submitted to Govt. for filling vacancies and converting some into needy positions.

6.3.7 Faculty and Staff recruitment

Recruitment is done by Govt of Andhra Pradesh

6.3.8 Industry Interaction / Collaboration

Inviting industries to organise campus drives

6.3.9 Admission of Students

Open admissions procedure. Organised divisional level competitions on Consumer Awareness for Plus2 students.

6.4 Welfare schemes for

Teaching	Health Cards (EHS), Group Insurance, Pension Scheme,
Non teaching	Health Cards (EHS), Group Insurance, Pension Scheme,
Students	Scholarships, Fee Reimbursement, Concessional bus pass, SC/ST Book bank

6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	Commissionerate of College Education	Yes	Institutional Level Committees
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☐

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examination Reforms are adopted at university level for all the affiliated colleges.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

-

6.11 Activities and support from the Alumni Association

Alumni Association extends financial support to organise events in the absence of UGC funds.

6.12 Activities and support from the Parent – Teacher Association

Parents & Teachers work together for the welfare of the students. They share the information with each other.

6.13 Development programmes for support staff

One week computer training by the ID College.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation is taken up by NSS students.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

DOSE – Daily Objective Subject Evaluation is done at the end of each class. From the lesson taught, two to three objective questions are given to students. A monthly test is conducted on all these questions recorded. It helps students to prepare well for the competitive examinations.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Conducted internal exams as per the plan.
- Organised events & completed syllabus in sync with the plan.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Enclosed

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Organised a rally for Clay Ganesh idols.
- Plantation is taken up by NSS students.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

- Introducing a restructured course – B.Sc. (Maths, Physics & Computer Science)
 - Organising two state/national seminars in the college.

Name: T. AKKIRAJU

Name: Dr. J. SANATH KUMAR

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence

COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure – I

RRDS GOVERNMENT DEGREE COLLEGE, BHIMAVARAM W.G.DT

LIST OF ACTIVITIES CONDUCTED DURING THE YEAR 2015 -2016

S.No	Date	Name of the Activity	Name of the Resource Person & Address
1	2015-03-07	Plantation in Campus	Smt. K. Swarupa Rani
2	2015-09-07	Orientation to Students	Dr. J. Sanath Kumar Principal
3	28/7/2015	Tributes to Abdul Kalam	Sri. M. Padmanabam Vice Principal
4	2015-12-08	International Youth day celebrations	Dr. J. Sanath Kumar Principal
5	15/8/2015	Independence Day Celebrations	Dr. J. Sanath Kumar Principal
6	19/08/2015	Freshers Day	Smt. S. Lakshmi kantham
7	25/08/15	Anti - Ragging Awaewness	Sri Ch. Ranga sai & Sri Tilak, S.I. of Police
8	2015-01-09	Mother Language Day	Dr. P.A. Satya Narayana
9	2015-05-09	Teachers Day & Self - Govt Day	Sri N. V. Satya Narayana Murthy, (Rtd lecturer in Hindi)
10	14/09/15	Booklets Distribution	1. Sri M. Satyanarayana Raju Via Principal, BVRM Municipality 2. Sri T. Srinivas, Principal Aditya Public School, BVRM
11	16/09/2015	Clay Ganesh Rally	Kum. B. Parvathi Lec. in. Commerce
12	22/09/15	Donation & Fans by Alumni (2009-12)	Sri Simhachalam, Sri Balaji & Sri A.V.R. Reddy
13	23/09/15	Awareness programm on Meditation	Sri Sai Ram Teja, Dell & sri dorababu, Pssm
14	23/09/15	English Quiz on DOSE	Sri T. Akki Raju
15	24/9/15	Swacha Bharath on NSS Day	kum. A. Srilakshmi
16	26/9/15	World Tourism Day	Dr. J. Sanath Kumar Principal
17	29/9/15	Guest Lecture	Dr. K. Lakshmi Sudheshna Lec.in. English, GDC- Narayanapuram
18	2015-05-10	Guest Lecture	Sri B. Srinivasa Rao Lec.in Economics, PRGDC, kakinada
19	31/10/15	Ekta Diwas (S. patel B.Day)	Sri M. Padmanabham
20	2015-07-11	National Education day & lakhome Yek	Sri D. Soma Sundar President APSWUJ
21	2015-12-11	Sri Ch. S.R.P. Murthy Raju Garu Death Annual Ceremony	Dr. I.Jagga Ragu Garu

22	26/11/15	Gurajada Vardhanthi Constitutional Formation Day	Sri V.R. Satya Narayana Municipal commissioner, Bhimavaram
23	2015-01-12	Aids Awareness Rally	NSS
24	2015-03-12	Visit to Deaf And Dumb School	N. D. Marry Moses
25	2015-04-12	Lakhom Mein Ek - Training programm for Volunteers	1. Sri D. Soma sundar Former President, Apuwj 2. Sri Rajendra Prasad, Rtd Manager SBH
26	2015-09-12	Blood Donation program	HDFC Bank & Red Cross Society, Eluru
27	2015-10-12	Guest Lecture on Human Rights Day	Dr. P.N. Sharma
28	18/12/2015	Divisional level competetion on Consumer Awarness	Smt. S. Lakshmi Kantham
29	18/12/2015	NSS Volunteers went to pileria medicines Distribution	NSS
30	2016-10-02	College Day	Sri.G.Rangaraju, Hon'ble M.P.& Dri.K.Satyanarayana Raju Hon'bleM.L.C
31	19/2/2016	RJD VISIT	Dr.K.Gangeswara Rao
32	2016-08-03	Women Empowerment Day	Smt.P.V.L.Kalyani, Lect in Fine Arts, SKBR B.Ed College Amalapuram

Annexure - II

BEST PRACTICE - 1

1. Title of the Practice:

“Daily Objective Subject Evaluation” (DOSE)

2. Goals:

A) Aims & Objectives:

- ❖ To prepare students for competitive exams
- ❖ To test & analyze students’ understanding of the lessons

B) Principles or Concepts:

- ❖ Apart from preparing students for academic exams, it is essential for training students to face competitive exams.
- ❖ Objective type orientation gives overall understanding for students.

3. The Context:

The academic excellence of the students is tested today not only through descriptive type exams but also through objective type exams. Once the students complete their academic program, they are expected to face various competitive exams for getting seats in universities and PG colleges for PG admissions and also for getting jobs both in private and public sectors. In this backdrop, it is relevant to prepare students for facing this kind of exams from the beginning of the Course.

4. The Practice:

This practice began in 2015-16 academic year involving the students of all three years. The teacher at the end of each class gives two to three objective type questions on the topic taught in that particular class. The students list out all these questions; and once in a month, the teacher holds a quiz or another form of academic test for the students. The best performing students will be given prizes. This continues till the syllabus is completed.

Constraints/Limitations:

- ❖ Nil.

5. Evidence of Success:

- ❖ Students develop competitive spirit and face the entrance tests with confidence.
- ❖ Due to the impact of this practice, several students got benefitted and

joined PG courses.

6. Problems Encountered & Resources Required:

- ❖ Nothing looked like a problem while continuing this practice.
- ❖ Resources like books and prizes to the best performing students are manageable in the institution.

7. Notes:

Teaching is a core and comprehensive skill. It is necessary for every teacher to ensure students' understanding of the lessons taught in the class. Objective type testing helps the teacher to understand the comprehensive levels and overall understanding of the students. The practice of 'DOSE' is innovative in that it lays a great foundation for the students to face competitive examinations at the end of the Course pursued.

BEST PRACTICE - 2

1. Title of the Practice:

"Parato Analysis"

2. Goals:

A) Aims & Objectives:

- ❖ To improve the quality of imparting instruction in a logically consistent fashion.
- ❖ To develop the conceptual clarity of the topic in the students.

B) Principles or Concepts:

- ❖ Comprehensive understanding of all topics is necessary for the students to face competitive exams
- ❖ Teachers' self-analysis of their instruction is essential to improve the quality of teaching.

3. The Context:

The quality of teacher's instruction decides the future of the students. If their teaching is qualitative, it helps even a slow learner to come up on par with active learners. Hence, it is desirable that a teacher keeps a constant watch on his own style of teaching. Pareto analysis helps the teacher to find out the gaps in his style of teaching.

4. The Practice:

This practice began in 2015-16 academic year involving the students of all three years. Parato Analysis system is introduced in this college to improve the quality of imparting

instructions in a logically consistent fashion. Under this system, a common error committed by majority of the students in answering a particular question, is attributed to lack of conceptual clarity or defective instruction. When an examiner who undertakes the valuation of scripts happens to come across such an error, it is desirable that the examiner concerned focuses on the particular chapter in which majority of the errors occur.

Constraints/Limitations:

- ❖ Nil.

5. Evidence of Success:

- ❖ Teachers improve their quality of instruction after analyzing the results through Pareto analysis
- ❖ Due to the impact of this practice, students got benefitted by teachers' self-analysis.

6. Problems Encountered & Resources Required:

- ❖ Nothing looked like a problem while continuing this practice.

7. Notes:

Name of the Examiner:

Designation:

Class:

Name of Subject:
Scripts:

Name of Exam:

Total No of

Question No	Probable errors									
	Wrong Presentation		Not Attempted		Incomplete Answer		Misunderstanding of question		Any Other (Specify)	
	No. of scripts	%	No. of scripts	%	No. of scripts	%	No. of scripts	%	No. of scripts	%

Signature of the Examiner